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Phone Conference / Bridge Line Call

Jeff Clark - 2023-06-16 - [WORKING REMOTELY](#)

There are 2 options for creating a phone (audio only) conference call:

(1) WebEx (preferred)

- Log into [Fau.Webex.Com](#) using your FAU credentials
- Select HOME on the LEFT Menu
- In the Center of the screen, it shows "xxx PERSONAL ROOM"
- Select the **MORE WAYS TO JOIN** option
- There you will have a **Call in Number, Meeting Number and PIN**. These are your permanent numbers.
- Provide ONLY the **Phone Number and Meeting Number** with your Participants. (NEVER SHARE THE HOST PIN #)

Jeffrey Clark's Personal Room

<https://fau.webex.com/meet/clarkj> | 736 348 905

Start a Meeting

More ways to join

Meeting Number: 736 348 905

Join by video system

Dial clarkj@fau.webex.com and enter your host PIN 2362.
You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-415- [REDACTED] 3 US Toll
+1-415- [REDACTED] 3 US Toll
Access code: [REDACTED]
Host PIN: [REDACTED]

[Global call-in numbers](#)

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- You can use this at any time, even without a computer as long as you have the HOST PIN number.
- Participants do not need the WebEx app installed to call in
- You do not need a computer to use this feature

(2) FreeConferenceCall.com

- To setup a phone conference, you can create a free account at:
- <https://www.freeconferencecall.com/>

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• Conference Calls

- Host high-definition [audio conferences](#) with up to 1,000 participants.
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- FEATURES:

• Recording

- Record conference calls for later playback. Dial a number, enter the reference number and listen to them anytime.
- Phone keypad icon

• Keypad Commands

- Use [phone keypad commands](#) to manage the conference call. Mute, enter job codes, record and more.
- Breakout Rooms

• Breakout Rooms

- Have participants leave the main conference to join sub-conferences for small group sessions and discussions.
- Telephone icon

• Call Control

- Use the call controls to set the conference mode (lecture, Q&A or muted), see who is talking and mute individual lines.
- Settings icon

• Meeting Settings

- Access and change meeting presets, including turning on or off entry and exit tones and setting up auto recording.



- Headphones icon

• VoIP

- Connect to a [VoIP conference call](#) on your laptop or mobile device using the mic and speakers or a headset.
- Keywords icon

• Keywords

- Find important parts of recorded conferences with [Keywords](#) and access automatic transcriptions.