



# **ATMobile for iOS**

## **User Guide**

**Original: 2015-11-12**

**Revised:**

# Table of Contents

	<b>Subject</b>	<b>Page</b>
1.0	Introduction	2
2.0	Quick Reference Guide	3
3.0	Access to ATMobile for iOS	4
4.0	Download the App	5
5.0	Open App	6
6.0	Initial Setup / Add a Conference	7
7.0	Edit a Conference	9
8.0	Initiating a Conference	10
9.0	Deleting a Conference	10
10.0	Rearranging Conference Listing	12

## 1. Introduction

### ATMobile for iOS - app for iPhone

With ATMobile for iOS, you can quickly and easily join your conference calls with a single click from your iPhone.

- ATMobile for iOS saves all of your conference dial in numbers and associated codes, in one easy to use location.
- Easy name assignment to your dial in info for quick and accurate identification.
- Complete auto dialing for fool-proof entry to your conference calls. Eliminates the need to remember or look up dial in numbers and associated codes.
- Do you have multiple user profiles? No problem, create multiple dial in profiles for every set of conferencing dial in numbers and codes you regularly use, in either Host or Participant configuration.
- Does your user account use a secondary security PIN? No problem these can be included in your auto-dial setup.

This document provides information on how to download and set up ATMobile for iOS.

## **2.0 Quick Reference Guide**

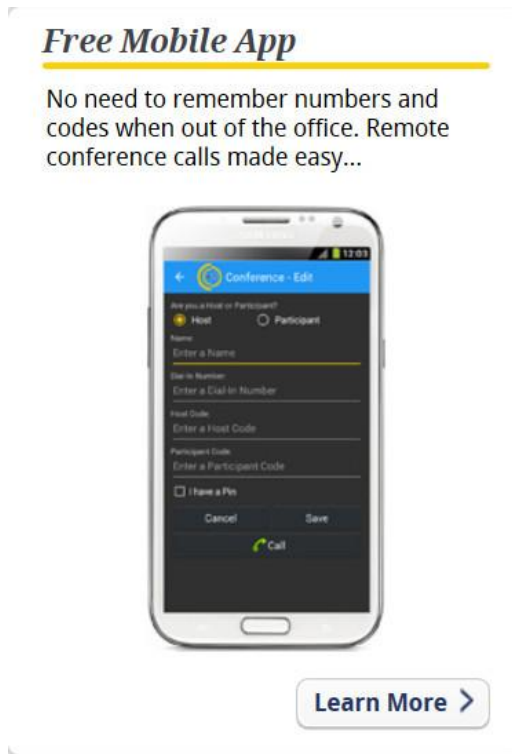
- 2.1 Open App.
- 2.2 Add a conference – Click the plus sign in the upper right.
- 2.3 Enter required information (Name, Dial In Number, Host or Participant Code) and click Save.
- 2.4 Edit a conference – In the conference list click on the conference name to edit. Edit the appropriate line item(s) and click Save.
- 2.5 Initiate a call – From the conference list click the call button.
- 2.6 Delete a conference – Click Edit in the upper left corner. Click the minus sign in the red circle next to the entry you want to delete. Then click the red delete bar at the far right.

More detailed instructions with screen shots follow.

### 3.0 Access to ATMobile for iOS

ATMobile can be accessed either directly at the Apple App store or via atconference.com.

3.1 Web Site (atconference.com) – Services / Reservationless - [Click](#)



### 3.2 Apple App Store

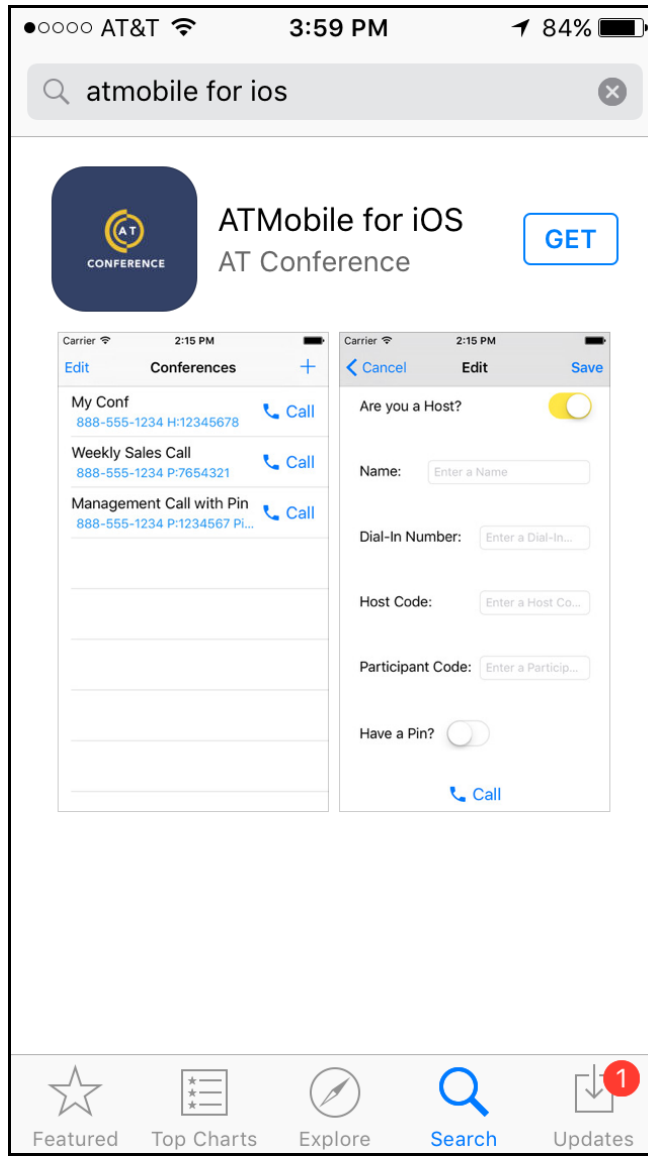
#### 3.2.1 Direct URL –

<https://itunes.apple.com/us/app/atmobile-for-ios/id105888531?ls=1&mt=8>

3.2.2 Search in Apple App store – use the search term “ATMobile for iOS” for best results.



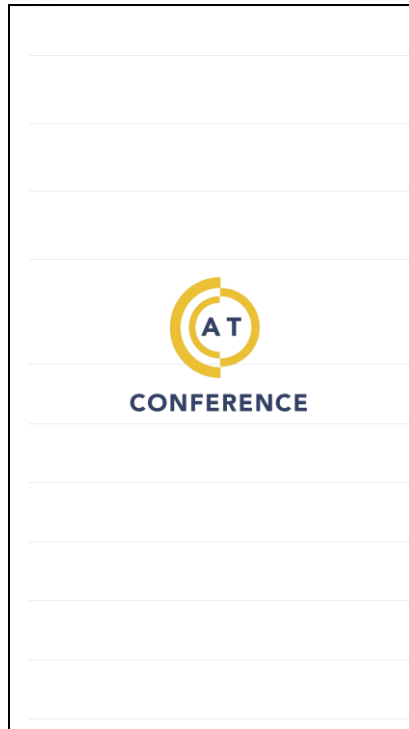
## 4. Download the app



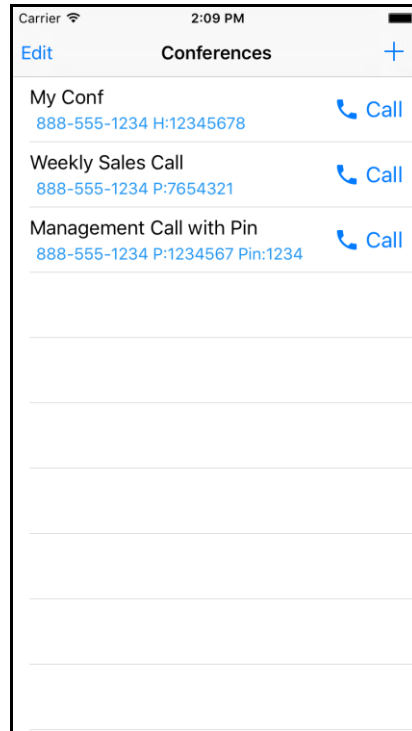
4.1 Click Get from your iPhone. App will install within seconds.

## 5. Open App

- 5.1 Upon opening a splash screen appears for a few seconds follow by the Conference List Page. This page is initially blank but will later contain a list of all currently configured conferences.



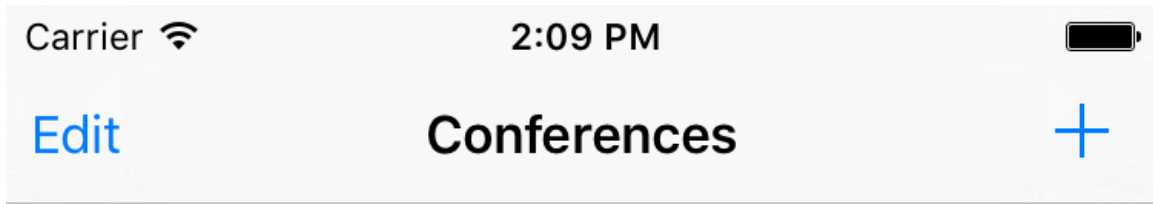
Splash Screen



Conference List Page

- 5.2 Each conference entry is defined by a name, dial in number and appropriate entry codes.
- 5.3 It is from the Conference List page that you will be able to click the “Call” button and be placed into conference.

## 6. Initial Setup / Add a Conference



6.1 To add a conference, click the plus sign in the upper right corner

A screenshot of the 'Edit' conference form. The top bar shows 'Carrier', '2:09 PM', and a battery icon. Below the bar, there are three buttons: a blue back arrow labeled 'Cancel', 'Edit' in the center, and a blue 'Save' button. The form contains the following elements:

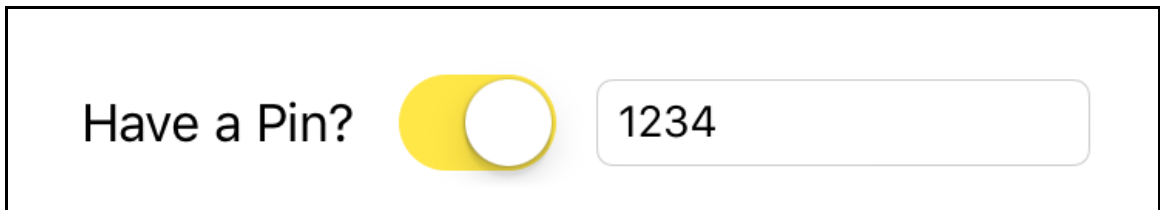
- 'Are you a Host?' with a yellow toggle switch turned on.
- 'Name:' followed by a text input field containing 'Enter a Name'.
- 'Dial-In Number:' followed by a text input field containing 'Enter a Dial-In Number'.
- 'Host Code:' followed by a text input field containing 'Enter a Host Code'.
- 'Participant Code:' followed by a text input field containing 'Enter a Participant Code'.
- 'Have a Pin?' with a white toggle switch turned off.
- At the bottom center, a blue phone icon followed by the text 'Call'.

6.2 Add the conferencing information



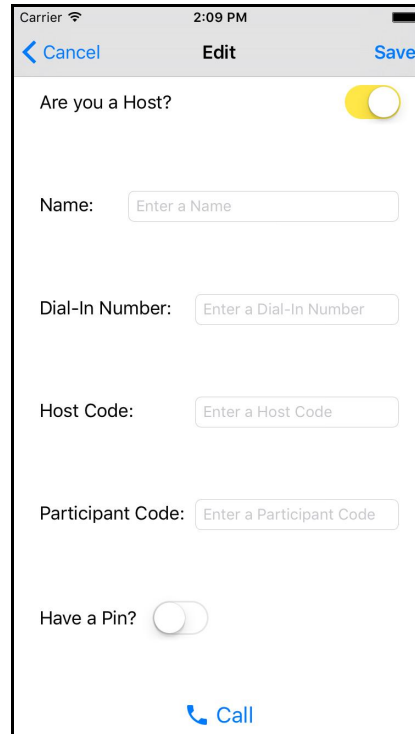
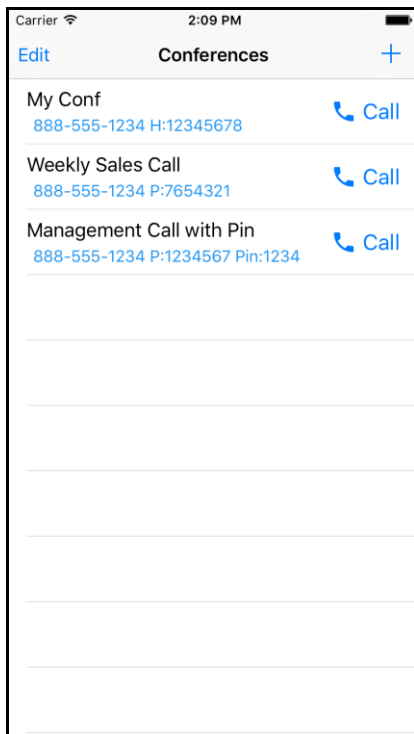
**AT Conference Inc.**

- 6.2.1 Move the slide button to indicate if you are a Host (On) or a Participant (Off).
- 6.2.2 Enter a name for the Conference listing – something that will be relevant to your call (My Conf, Weekly Sales Call, etc.)
- 6.2.3 Enter in the dial in number
- 6.2.4 Enter the Host Code as stated on your welcome e-mail or wallet card. If entering a conference that you are a participant only The Host Code entry will be blanked out.
- 6.2.5 Enter the corresponding Participant code from your welcome e-mail or wallet card.
- 6.2.6 Click Save in the upper right corner.



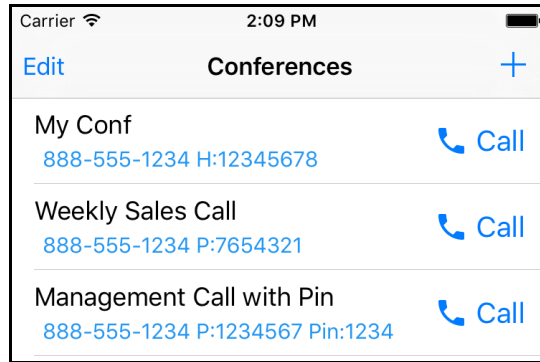
- 6.3 Add PIN – This is a secondary security PIN that has to have been set up for your user profile in advance.
  - 6.3.1 Slide the “Have a PIN?” button to ON.
  - 6.3.2 Enter in your assigned PIN code in the supplied entry box.
  - 6.3.3 Click “Save”

## 7. Edit a Conference



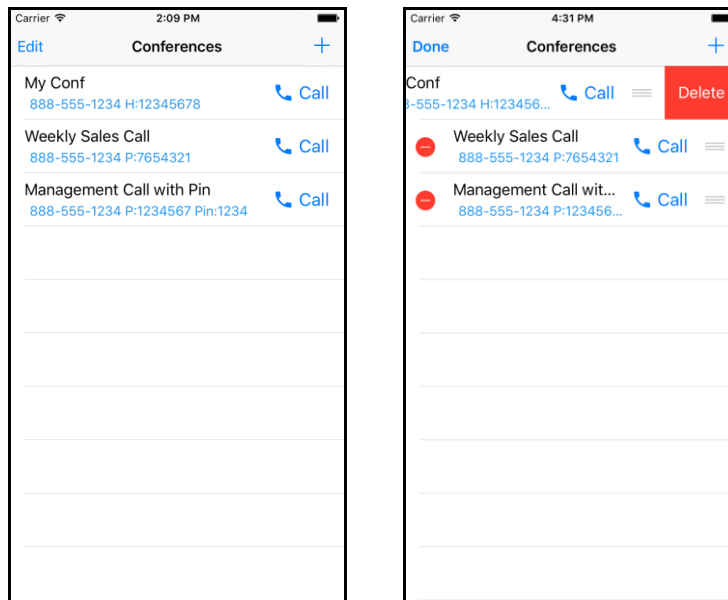
- 7.1 In the Edit screen click on the conference name to edit it.
- 7.2 The Conference Edit screen will come up.
- 7.3 Modify the line item to be revised.
- 7.4 If satisfied with your changes – click “Save”. Click “Cancel” to return to the original state.

## 8. Initiating a Conference



- 8.1 Click on the “Call” button from either the List or Edit screen. This will auto dial your phone into the conference with the proper codes and pauses for successful conference initiation.
- 8.2 Note: If your user configuration requires additional keypad input such as Name Record you will have to manually enter the proper keypad commands for example # sign.

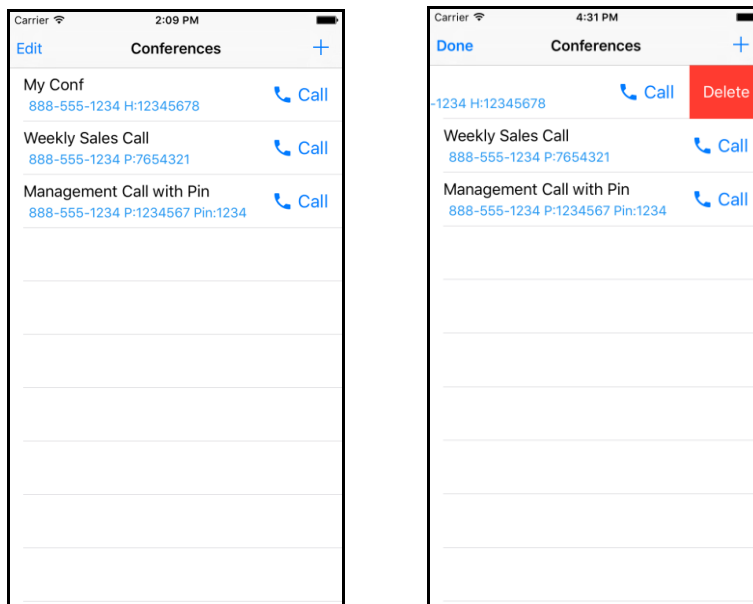
## 9. Deleting a Conference (Two Methods)



- 9.1 Click Edit
  - 9.1.1 To delete a conference from your listing click Edit.

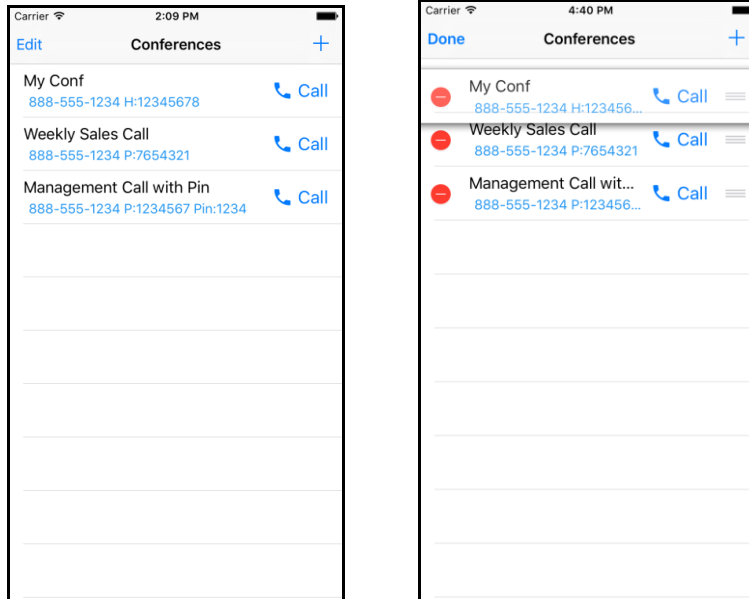
## AT Conference Inc.

- 9.1.2 Each conference list will display a red circle with a dash next to it.
- 9.1.3 Click the corresponding red circle and the line will slide left showing the red Delete box.
- 9.1.4 Click on the red Delete box to delete the conference listing.
- 9.1.5 At any time prior swipe right or hit Done to cancel.



- 9.2 Swipe to Delete
  - 9.2.1 Swipe the conference listing you want to delete to the left
  - 9.2.2 Click the corresponding red circle and the line will slide left showing the red Delete box.
  - 9.2.3 Click on the red Delete box to delete the conference listing.
  - 9.2.4 At any time prior swipe right or hit Done to cancel.

## 10. Rearranging Conference Listing



- 10.1 Click Edit in the upper left corner
- 10.2 Hold the triple dash to the right of the Call symbol
- 10.3 Drag the line and place in the new location desired
- 10.4 Click Done when finished