Using Telephony
## In Collaborate with the Ultra Experience

Session Telephony, if enabled for the session, allows users to elect to use their phone for audio instead of voice over IP. Session Telephony cannot be enabled for use from within the session at this time.

There is more than one way to call into a Collaborate session with telephony enabled.

From Within the Session

If you have joined a session on a browser and want to use your phone for audio:

1. Log in to the session.
2. Access the **Session Menu**, located at the upper left-hand corner of the screen.
3. Select **User your phone for audio**. Alternatively, access the Audio and Video Settings within the My Settings menu.
4. Call the number listed and enter the temporary personal identification number (PIN). With this personal PIN, Collaborate pairs your phone audio with your account allowing you to appear as yourself in the session.
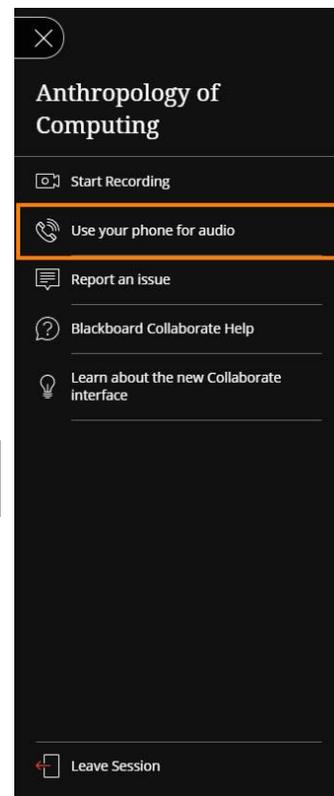
When using telephony, users still control their audio transmission through the interaction bar within the Collaborate interface. Users receive guidance prompts as they move from one audio method to another. User must click out of the prompts in order to close the dialogue box.

The microphone indicator for telephony users is replaced by a receiver icon indicating to users which audio method they are using.

Click the indicator to mute or transmit telephony audio. When transmitting, the Telephony Indicator will fill, to indicate live broadcast activity.

When using telephony, the Telephony indicator appears next to the attendee's name in the Attendees Panel.

Blackboard
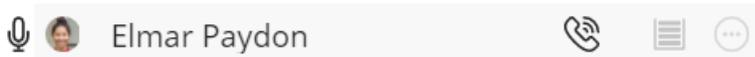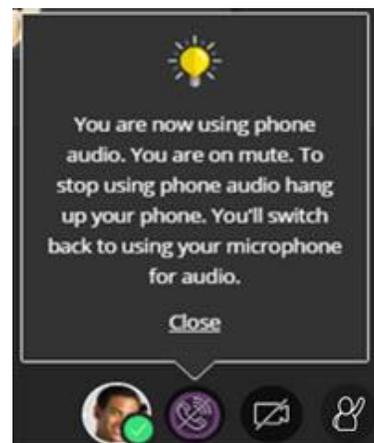
Using the Anonymous Dial-In Information

Attendees can also call into a Collaborate session without joining the session on a browser.

1. From the list of sessions, select the name of the session you want to call into to view the **Anonymous dial-in information** from the menu. Alternatively, view the Anonymous dial-in information from the Session Options.
2. Calls the number and enter the PIN to join the session.
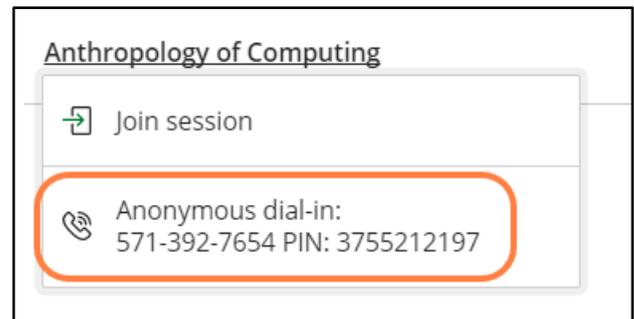
When you use Anonymous dial-in, your phone is not paired with your account or session avatar. You appear in the session as an anonymous caller to other attendees.

Session moderators can access the Anonymous dial-in information, copy the number and PIN from the menu and paste it into a calendar item or email for example to share with students.