

How to Make a Conference Call on an Android Phone

By [Dan Gookin](#)

Unlike someone interrupting a conversation by making an incoming call, a *conference call* is one you set out to make intentionally: You make one call and then *add* a second call. Touch an icon on the phone's touchscreen and then everyone is talking. Here's how it works:

1. Phone the first person.
2. After the call connects and you complete a few pleasantries, touch the Add Call icon.



The Add Call icon is shown. After touching that icon, or a similar icon, the first person is put on hold.

3. Dial the second person.
You can use the dialpad or choose the second person from the phone's address book or the recent calls log.

Say your pleasantries and inform the party that the call is about to be merged.

4. Touch the Merge or Merge Calls icon.



The two calls are now joined: The touchscreen says *Conference Call*, and the End Last Call icon appears. Everyone you've dialed can talk to and hear everyone else.

5. Touch the End Call icon to end the conference call.
All calls are disconnected.

When several people are in a room and want to participate in a call, you can always put the phone in speaker mode: Touch the Speaker icon on the ongoing call screen.

Your Android phone may feature the Manage icon while you're in a conference call. Touch this icon to list the various calls, to mute one, or to select a call to disconnect.