

Feature Description

Outlook Integration enables the use of personal contact lists with the VoiceManager Toolbar, Receptionist Console, and Personal and Group directories. Outlook Integration is available with VoiceManager Office and Anywhere packages, and IP Centrex service.

Solution

Save time and return calls more quickly with click-to-call functionality enabled through contacts available from your Outlook directories.

Setup

Turn On Outlook Integration

Outlook Integration ✕

You can turn on Outlook Integration to use your Microsoft Outlook features and settings within VoiceManager.

You can retrieve contacts from either your VoiceManager Toolbar or Outlook contacts.

Outlook Integration: On Off

Retrieve Contacts From: All Contacts Folders ▾

Cancel Save

1. Log in to **VoiceManager MyAccount**.
2. Click the **VoiceManager Tools** menu in the left navigation bar.
3. Click the **Applications** tab.
4. Under the **VoiceManager Toolbar** section, click the **Outlook Integration** link.
5. Click the **Outlook Integration On** radio button to enable the feature.
6. Click the **Retrieve Contacts From** drop-down menu to select the contact list to reference when making calls: **All Contacts Folders - VoiceManager Toolbar and Outlook Contacts**, or **Default Contacts Folder - VoiceManager Toolbar only**.
7. Click the **Save** button.