VoiceManager

Setting Up…

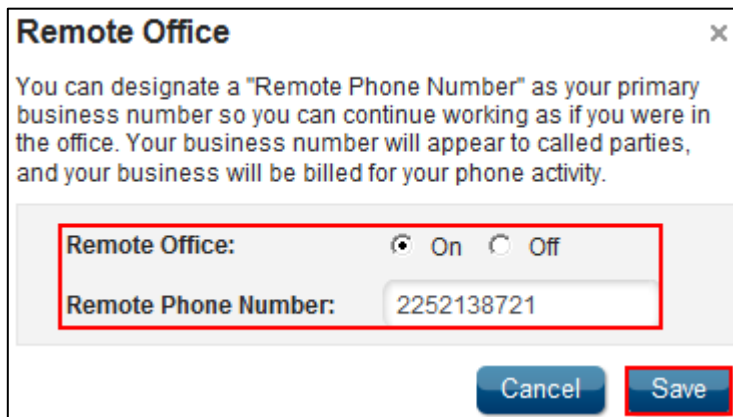Remote Office

Feature Description

Remote Office allows you to associate a remote phone number with your primary business number. Make and receive calls as if from the office! Your business number displays to called parties and your business will be billed for your phone activity. This feature is available with the VoiceManager Anywhere package and IP Centrex service.

Solution

Maximize your time and expand your business; place and answer business calls from any location!

Setup

Turn on Remote Office

Remote Office   ✕

You can designate a "Remote Phone Number" as your primary business number so you can continue working as if you were in the office. Your business number will appear to called parties, and your business will be billed for your phone activity.

| Remote Office: | ⦿ On ○ Off |
| Remote Phone Number: | 2252138721 |

Cancel   Save

1. Log in to **VoiceManager MyAccount**.
2. Click the **VoiceManager Tools** menu in the left navigation bar.
3. Click the **Advanced Call Settings** tab.
4. Under the **Remote Calling** section, click the **Remote Office** link.
5. Click the **Remote Office On** radio button to activate the feature.
6. Enter a phone number in the **Remote Phone Number** field where you can be reached.
7. Click the **Save** button.

Result: A message indicates the **Remote Office** settings were updated successfully.

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