

Feature Description

Sequential Ring acts as a find-me-follow-me feature that rings up to five numbers in a customized sequence when an incoming call matches specified conditions. Sequential Ring is available with the VoiceManager Anywhere package and IP Centrex service.

Solution

Provide enhanced service and stay connected when away from the office!

Setup

Create a Sequential Ring List

Call Settings
Sequential Ring ON

In addition to your phone number, Sequential Ring allows you to add up five phone numbers that will ring in your preferred order when the incoming call matches certain conditions.

Manage your phone numbers, settings and rules that will trigger sequential ringing. To activate Sequential Ring, you must have at least one rule turned on.

Sequential Ring List

- Ring My Phone Number First
- Skip to Next Number If Busy
- Allow Caller to Skip Sequence

Sequence	Phone Number	Answer Confirmation	Rings	Manage
	2252138721		4	
1	555-555-5555	Yes	None	Remove
2		No	3	Remove

[Add Another Number](#)

Sequential Ring Rules

Listing 1 Sequential Ring Rules

On	Description	Call From	Action	Manage
<input checked="" type="checkbox"/>	Test	Any Phone Number	Call Sequential Ring List	Edit Delete

[Add Sequential Ring Rule](#)

[Cancel](#) [Save](#)

1. Log in to **VoiceManager MyAccount**.
2. Click the **VoiceManager Tools** menu in the left navigation bar.
3. Click the **Call Settings** tab.
4. Under the **Call Forwarding** section, click the **Sequential Ring** link.
5. Click the **Ring My Phone Number First** check box to ring your phone number before routing calls to the next phone number in the list.
6. Click the **Skip to Next Number if Busy** check box to ring the next number in the list if a number is busy.
7. Click the **Allow Caller to Skip Sequence** check box for call to advance to the first available number in the list.

You may choose to route all or only selective incoming calls to your Sequential Ring List. To route only selective calls, you must add rules that will determine when calls are routed.

Define Routing of Calls

Call Settings

Sequential Ring ON

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Manage your phone numbers, settings and rules that will trigger sequential ringing. To activate Sequential Ring, you must have at least one rule turned on.

Sequential Ring List

Ring My Phone Number First
 Skip to Next Number If Busy
 Allow Caller to Skip Sequence

Sequence	Phone Number	Answer Confirmation	Rings	Manage
	2252138721		4	
1	555-555-5555	Yes	None	Remove
2		No	3	Remove

[Add Another Number](#)

Sequential Ring Rules

Listing 1 Sequential Ring Rules

On	Description	Call From	Action	Manage
<input checked="" type="checkbox"/>	Test	Any Phone Number	Call Sequential Ring List	Edit Delete

[Add Sequential Ring Rule](#)

Cancel
Save

8. Click the **Add Another Number** link. You can enter up to 5 numbers.
9. Enter the **Phone Number** to which calls should be routed.
10. Choose **Yes** or **No** from the **Answer Confirmation** drop-down menu.
11. Click the **Rings** drop-down menu to select the number of rings before the call is forwarded to the next number.
12. Click **Clear** or **Remove** to delete any number from your list.
13. Click the **Save** button to complete your list.
14. To activate Sequential Ring, you must have at least one **Sequential Ring Rule** turned On.
15. Click the **Save** button.

Add/Edit Sequential Ring Rule

Call Settings
Sequential Ring ON

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Manage your phone numbers, settings and rules that will trigger sequential ringing. To activate Sequential Ring, you must have at least one rule turned on.

Sequential Ring List

Ring My Phone Number First
 Skip to Next Number If Busy
 Allow Caller to Skip Sequence

Sequence	Phone Number	Answer Confirmation	Rings	Manage
	2252138721		4	
1	<input type="text" value="555-555-5555"/>	Yes	None	Remove
2	<input type="text"/>	No	3	Remove

[Add Another Number](#)

Sequential Ring Rules

Listing 1 Sequential Ring Rules

On	Description	Call From	Action	Manage
<input checked="" type="checkbox"/>	Test	Any Phone Number	Call Sequential Ring List	Edit Delete

[Add Sequential Ring Rule](#)

[Cancel](#) [Save](#)

1. Click the **Edit** or **Add Sequential Ring Rule** link to change or add a new **Sequential Ring Rule**.
 2. Enter a **Description** for the rule in the field provided.
 3. Click the **When Receiving Calls From** drop-down menu.
 4. Click the phone number to which the rule applies. The options are **Any Phone Number** or **Specific Phone Numbers**.
 5. If you select **Specific Phone Numbers**, click the type of phone number (**Any Private Number** or **Any Unavailable Number**) and enter the number.
 6. Click the **Call Sequential Ring List** or **Do Not Call Sequential Ring List** check box to activate or deactivate this feature.
 7. Click the **During Regular Schedule** or **During Holiday Schedule** drop-down menus.
 8. Click the schedule for when the **Sequential Ring Rule** should apply.
 9. Add a new schedule by clicking the **Add a Regular Schedule** or **Add a Holiday Schedule** link and entering the required information.
 10. Create separate **Sequential Ring Rules** if both a **Regular** and a **Holiday Schedule** are desired.
- See [Setting Up Schedules](#) for detailed instructions.*
11. Click **Save and Return**.

Call Settings
Sequential Ring ON

Provide a description for your new rule and select which phone numbers and schedules will trigger sequential ringing. You can activate or deactivate the Call Sequential ring List, or add a new schedule.

* = Required

Sequential Ring Rule

* **Description:**

When Receiving Calls From:

Action: Call Sequential Ring List Do Not Call Sequential Ring List

During Regular Schedule: [Add a Regular Schedule](#)

During Holiday Schedule: [Add a Holiday Schedule](#)

[Cancel](#) [Save and Return](#)

