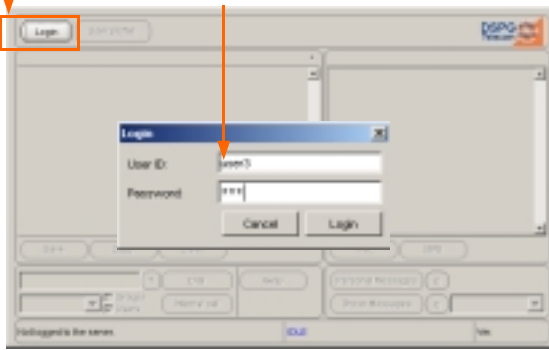


Step 1: Login

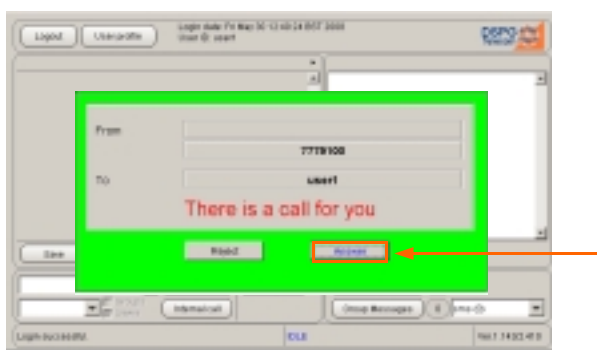
1. Click: "Login"
2. Type your User Name & Password & Click: "Login"



Step 2: Answer a Call

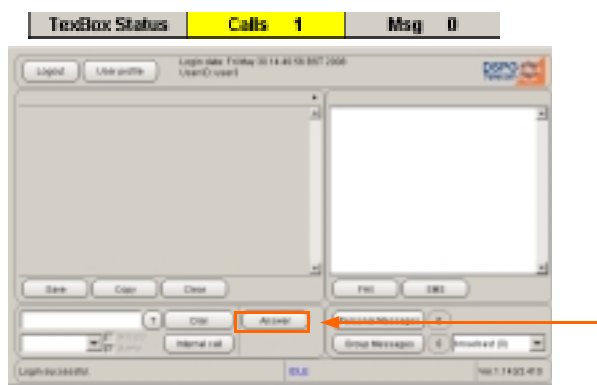
(Longest Idle Method Users)

1. Click: "Answer"



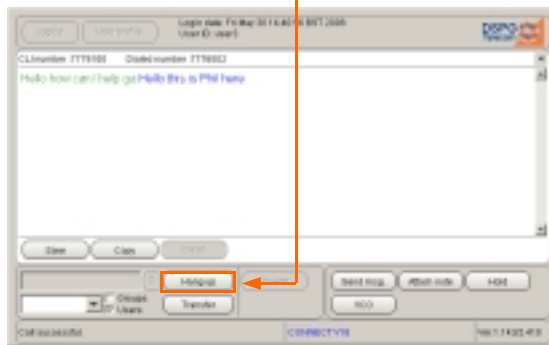
(Broadcast Method Users)

1. Click: "Answer"



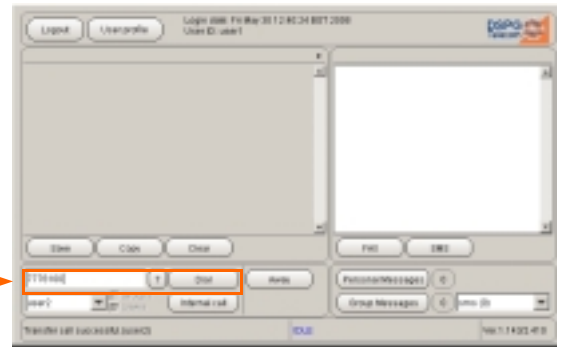
Step 3: Ending the Call

1. Click: "Hang Up"



Step 4: Make a Call

1. Type tel. number in the Dial number box
2. Click: "Dial"



Step 5: Transfer a Call

1. Make sure "Users" tick-box is selected
2. Select user from the drop down menu
3. If user is logged in click: "Transfer"



Step 6: Internal Call

1. Make sure "Users" tick-box is selected
2. Select user from the drop down menu
3. If user is logged in click: "Internal call"

