



Unified Communications – Mobile

# QUICK START GUIDE



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## Configure Mobility – My Phone Dashboard

Configure your Mobility feature in the My Phone dashboard prior to downloading the client.

- 1) Log in to the My Phone Dashboard.
- 2) Select the My Numbers tab.



- 3) If your mobile device number does not appear, enter add the Name, Phone number, from the box on the Click Add. The number will now appear in your My Numbers list.

**Name:**   
**Phone:**   
**Type:**  ▼

- 4) Click the My Features tab.



- 5) Select the Mobile App feature tab.
- 6) Select Activate Mobility with your mobile number, entering or selecting your mobile number from the drop down:

**Active Mobility with your mobile phone number:**  ▼

- 7) **Optional** – Check Require Answer Confirmation. If Answer Confirmation is checked, you are required to press a key to accept and connect an incoming call.
- 8) Click Save

## Download the Client

- 1) Ensure you have Internet access by accessing an app that utilizes the Internet (such as a browser).
- 2) The links to download the client for Android and/or Apple devices if found in the My Features tab of the My Phone Dashboard under the Mobile client feature.

Your User Name:   
 Your password is the same as the one used to login into this dashboard



Alternatively, the links are available in the welcome email you received indicating you are licensed to use the mobile client.

- 3) Enter or click the link applicable to your device type to begin the installation process on your mobile device.

## Initial Start Up

- 1) Start the Mobile Client on your device.
- 2) Review and Accept the Terms and Conditions.

## Log In

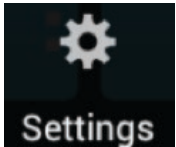
Initial Sign-in to the client

- 1) Enter the username (number) and domain listed in the welcome email. For example 2125551234@atvn.adpt-tech.com
- 2) Enter your password for MyPhone. To view the password as you type, select Show Password.
- 3) Optionally, you may select Remember Password and Sign In Automatically.
- 4) Click Sign in.

## Configure Mobility – Android

1) Click the Menu button on the phone

2) Select Settings.



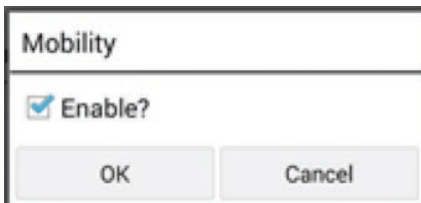
3) Select Call settings.

4) Select Mobility.

5) Enter your Mobile Phone number

6) In Phones to Ring select Both

7) Check Enable and click OK.



8) **Turn on Optional** – If Answer Confirmation is checked, you are required to press a key to accept and connect an incoming call. This is useful in the event the mobile device is turned off or otherwise without cell coverage, so that unanswered calls would not be placed in your cell phone voicemail.

## Configure Mobility – iPhone

1) Click the Settings tab at the bottom of the screen.



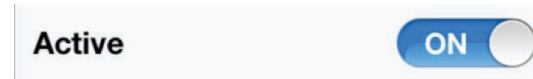
2) Select Call Settings.

3) Enter your mobile number in the Telephone # box.

4) Scroll down to Mobility.



5) Turn Active On.



6) Enter your Mobile Phone Number.

7) In Phones to Ring select Both

8) **Optional** – If Answer Confirmation is turned on, you are required to press a key to accept and connect an incoming call. This is useful in the event the mobile device is turned off or otherwise without cell coverage, so that unanswered calls would not be placed in your cell phone voicemail.

9) Click 

## Optional Configurations

For additional information on using the Mobile Client, please refer to the DOTVOX PBX UC-Mobile User Guide applicable to your device.