

Speed Dial 100

Description

Allows a User to dial another telephone number by dialling a Speed Prefix Access Code and two digits.

Please note, this feature relies on a User remembering the telephone number that they have to dial. However on the 02 March 2018 we launched phone customisation options in the Business Portal which will allow users, using one of our VDM phone profiles, to add speed dials to their IP phones front screen. Please refer to the Business Portal End User Guide for guidance on how to configure and add these speed dials.

Function

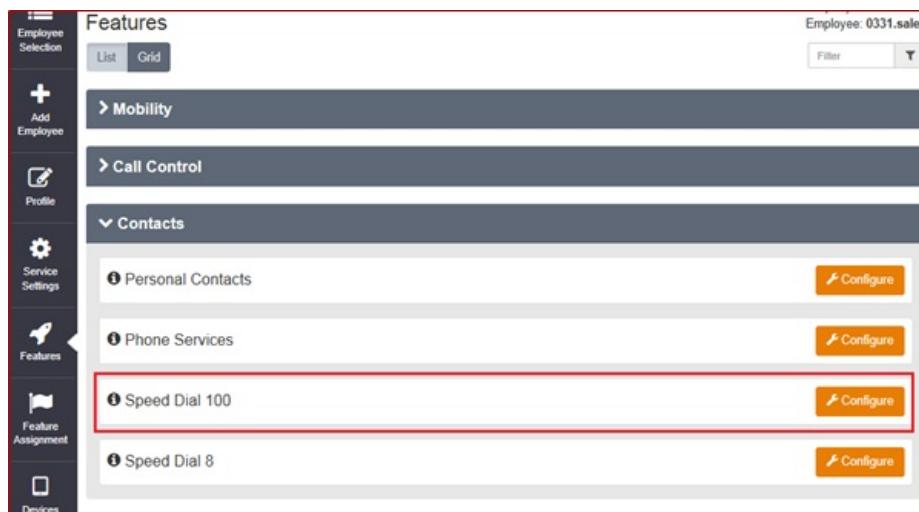
Allows Users to program an assigned two-digit (00 through 99) speed dial code to store commonly called numbers.

To call the stored number the user dials the Speed Dial Prefix Feature access Code (by default this is #) followed by the 2 digits (00 to 99) of the stored numbers location.

Configuration/Operation

In the Business Portal navigate to:

- Employees > Features > Contacts > Speed Dial 100



The screenshot shows the 'Features' section of the Business Portal. On the left is a sidebar with icons for Employee Selection, Add Employee, Profile, Service Settings, Features, Feature Assignment, and Devices. The main area has a title 'Employee: 0331.sales' and a 'Filter' dropdown. Under 'Features', there are sections for Mobility, Call Control, and Contacts. The 'Contacts' section is expanded, showing Personal Contacts, Phone Services, Speed Dial 100, and Speed Dial 8. The 'Speed Dial 100' item is highlighted with a red box and has an orange 'Configure' button to its right.

- Click 'Configure'



The screenshot shows the 'Speed Dial 100' configuration page. It displays a table with 2 Speed Dials found. The columns are 'Speed Code', 'Phone Number/SIP URI', and 'Description'. The first row has a Speed Code of 00 and a Phone Number/SIP URI of 01234567890, with a Description of 'Home'. The second row has a Speed Code of 01 and a Phone Number/SIP URI of 01345678902, with a Description of 'Joe Bloggs Ltd'. Below the table is a red 'Delete' button. At the bottom are 'Cancel' and 'Save' buttons.



The screenshot shows the 'Add New Speed Dial' configuration page. It has three fields: 'Speed Code' (set to 02), 'Description' (set to ABC Telecom), and 'Phone Number/SIP URI' (set to 01456789012). At the bottom are 'Cancel' and 'Save' buttons.

- To Add an entry click 'Add'
- Select the 'Speed Code'

- The next Available is shown by default but you can select any free code 00 – 99 using the dropdown box
- Enter a description or name for the phone number.
- Enter the phone number
- Click Save.
- To Edit an Existing Entry
- Select the Existing 'Speed Code'

	Speed Code	Phone Number/SIP URI	Description
<input type="checkbox"/>	00	01234567890	Home
<input type="checkbox"/>	01	01345678902	Joe Bloggs Ltd
<input checked="" type="checkbox"/>	02	01456789012	ABC Telecom

Edit Speed Dial X

Speed Code	02
Description	ABC Telecom
* Phone Number/SIP URI	01456789012

✖ Cancel
✓ Save

- Edit the Entry
- Click Save.
- To Delete an select the tick box to the left of the entry and click 'Delete'
- To delete all entries select the tick box on the left hand side of the header Bar and click delete.

Adding an entry from the Phone

- Dial the Speed Dial 100 Feature Access Code (Default *75)
- Dial the Speed Dial 100 Location (00 - 99)
- Dial the required Phone Number followed by #
 - Example:- *750107711234567#

Posted by: Mark Simcoe - Mon, Feb 15, 2021 at 3:50 PM. This article has been viewed 4071 times.

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