IPO Essential Edition

Door Phone Setup

Telquest Tech Support

Set an Analog Extension to be a Door Phone

Extension (12)

Click here....

Extension

Id	Extension	Module	Port
1	0	BD1	1
2	202	BD1	2
3	203	BD1	3
4	204	BD1	4
5	205	BD1	5
6	206	BD1	6
7	207	BP1	7
8	208	BP1	8
25	209	BP2	1
26	210	BP2	2
8000	8000	0	0
8001	8001	0	0

Select an Analog Extension

Extn | Analogue

Equipment Classification

○ Quiet Headset
○ Paging Speaker
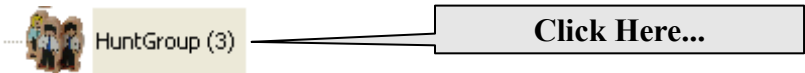○ Standard Telephone
○ Door Phone 1
○ Door Phone 2
● IVR Port
○ FAX Machine

Set it to IVR Port

| OK | Cancel | Help |

Click OK

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Create a New Hunt Group

HuntGroup (3) | **Click Here...**

HuntGroup		
System Name	Name	Extension
	Door Phone	199
	Main	200
	Overflow 1	500
	Night Hunt	551

Right Click anywhere in this area

Click on New...

New	Ctrl+N
Cut	Ctrl+X
Copy	Ctrl+C
Paste	Ctrl+V
Delete	Ctrl+Del
Validate	
Connect To...	Ctrl+T
Show In Groups	
Customise Columns...	
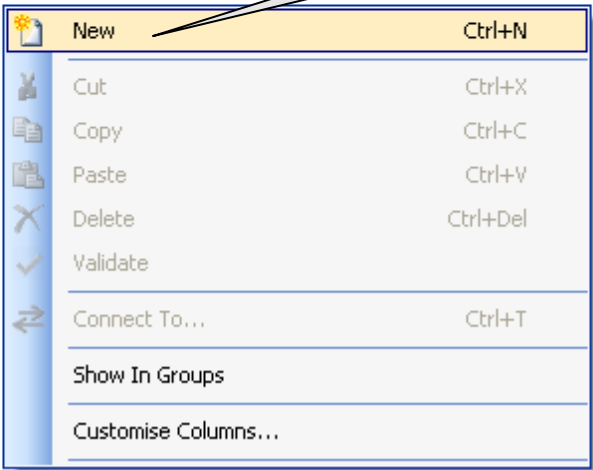
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Name it...
This is what will appear on the LCD of the phones when the Door Phone rings

This Tab

Give it an Extension Number

Work backwards from 200

Set to Collective

Hunt Group	Voicemail	Fallback	Queuing	e Recording	A

Name	Door Phone
Extension	199
Ring Mode	Collective
Overflow Mode	Group
Hold Music Source	No Change
Agent's Status on No-Answer Applies To	None

User List

Extension	Name

Edit...   Remove

Click on Edit...

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Add the Extensions that you want to ring when the Door Phone Button is pressed

Collective HuntGroup 199 Door Ph___ ___ect Members

Filters

Extn Name

Extn Number

Available Users (8/8)

Name	▼	Extn
Extn8001		8001
Extn8000		8000
Extn210		210
Extn209		209
Extn205		205
Extn203		203
Door Phone 1		207
Analog Fax		208

Members (4/4)

Enabled	Name	Extn
☑	Extn202	202
☑	Extn204	204
☑	Extn206	206
☑	Operator	0

Append

Remove

OK   Cancel   Help

Click OK...

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Door Phone Setup

Telquest Tech Support

Also, in the new Hunt Group that you created

This Tab...

Turn Voicemail OFF....

| Hunt Group | Voicemail | Fallback | Queuing | Voice Recording | Announcements | SIP |

Voicemail Code _____   ☐ Voicemail On

Confirm Voicemail Code _____   ☐ Voicemail Help

Voicemail Email _____   ☐ Broadcast

Voicemail Email   ☐ UMS Web Services

⦿ Off   ○ Copy   ○ Forward   ○ Alert

Click OK...

| OK | Cancel | Help |

You are done.

Click Blue Floppy to Save

File   Edit   View   Tools   Help

Go press the button on the Door Phone and make sure it works OK..

Click Here...

User

User

Name	Extension
RemoteManager	
NoUser	
Extn201	201
Extn202	202
Extn203	203
Extn204	204
Extn205	205
Extn206	206
Extn207	207

Select the Analog Extn

Extn207 : 207

Hunt Group Membership	Announcements	Personal Directory
User	Voicemail	DND	ShortCodes	Source Numbers	Telep

Click Here...

Phone Manager Options

Add...

Remove

Edit...

Click Here...

Do this in the User settings:

Enter ALL this...

Edit Short Code

Code	**?D**
Feature	**Dial Extn**
Telephone Number	**199**
Line Group Id	**0**
Locale	
Force Account Code	☐

When you are done, it will look like this below:

Code	Telephone Number	Feature	Line Group Id
?D	199	Dial Extn	0