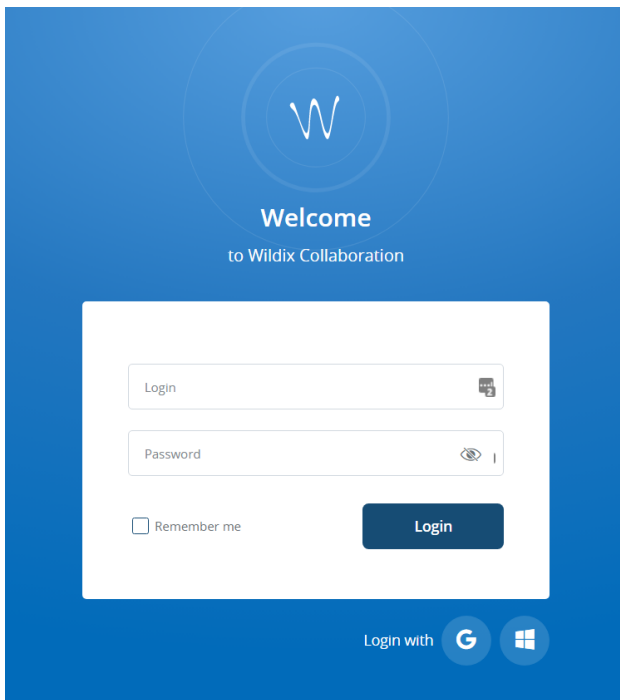


Set Active Device on Wildix

Logging Into Collaboration

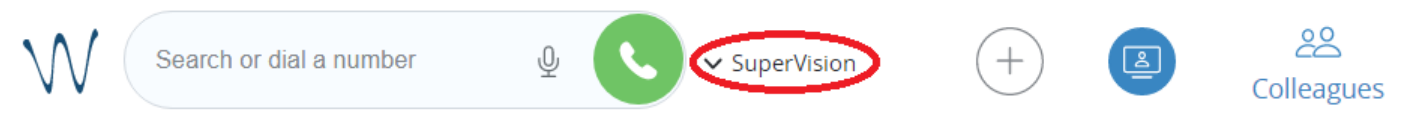
Head over to your Wildix Domain to login to collaboration. This will usually be

<https://companyname.wildixin.com/>



Setting your active device

You can select your active device by clicking the drop down next to the call button, followed by the device you wish to set as active.



Once selected, that selected device will be the device where calls are sent from and to.

Ring Only Active Device

Should you wish to only ring your active, you can go into settings and check to make sure that the 'Ring only active device' option is selected on your personal account settings. You can do this by going to the Settings tab, the Personal side tab and then turning on 'Ring only active device', then

pressing save.

The screenshot shows the Cisco Unity Web interface. At the top, there is a search bar and navigation icons for Colleagues, Chat, Phonebook, History, Voicemail, and Settings (circled in red). On the left, a sidebar lists various settings categories: Personal (circled in red), Features, Fn keys, Fax Server, Chat / Presence, Contact center, Web Phone, and Extensions. The main content area displays the 'Personal' settings, including fields for Password, Two-factor authentication, Web Push (checked), E-Mail, Mobile, Language (English), Picture (Edit), Date format (dd/mm/yyyy), 24-hour clock, and a 'Ring only active device' toggle switch (checked and circled in red). Other settings include Incoming call (On-Click), Outgoing call (On-Click), Dialing hot key (F11), Open attendant console, and Web CRM. A 'SAVE' button is located at the bottom left of the settings area.

Setting the Collaboration App as your active device

Due to a feature with the mobile apps to save battery life, upon selecting the drop down for active devices, your mobile app may not appear. To do this, first open the mobile app on your phone. This will connect back up to the phone system and should then should be able to be selected in the active device dropdown list.

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