

Block / un-Block Non MCCSC Calls to Your Classroom

To Change Outside Call-flow into To Your Classroom:

Access Voice Mail (Press Messages) + Enter Password# + 4 Setup Options, 4-Transfer Settings, (1-Standard, Set to Extension or Voicemail-will enable and disable this feature)

Depending on which setting you activated, you will now be able to receive or not receive outside calls. Be sure to test this with an outside phone such as your cell phone to see if you are receiving or not receiving calls.

NOTE: If you are not receiving any calls, PRESS CFWDALL on your phone, and release. Have someone try and call your phone and see if it rings in now. It may be that you have forwarded your phone to another phone number, extension or voicemail. Pressing CFWDALL and releasing will undo any call forwarding.