Adding Short Codes

o create a new Short Code, follow these steps:

1. Click on Add.
2. Enter the number of the Short Code to add.
3. Enter the telephone number or internal code the Short Code should dial. Note that if you are going to add a name, you can only have one short code that contains this telephone number.
4. If the short code should be in a specific Department, use the drop-down to select it.
   - Optionally add a name for this short code. If this short code is configured with a full national or international number, this name will be delivered as CNAM to the Business Group lines if the external DN matches the incoming caller ID.
   - Named short codes will also be included in Business Group and CommPortal contact lists, including a Business Address book that can be accessed on the CommPortal interface and on supported SIP phones.
   - You can have up to 1,000 named short codes or short code ranges in a Business Group.
5. Click on Add.

Revision #1
Created Thu, Feb 17, 2022 11:46 AM by Admin
Updated Thu, Feb 17, 2022 12:07 PM by Admin