

# Hunt Group Members

This tab displays all of the lines which are members of this Hunt Group. There is an icon for each line which tells you whether each member is currently logged into this Hunt Group. Your deployment may be configured so that Hunt Groups can contain lines that are external to your Business Group.

Position	Telephone Number	Ext.	Name	Department	Actions
<input type="checkbox"/> 1	01132990003	303	Alex Grant	support	Actions ▼
<input type="checkbox"/> 2	01132990010	310	Sean Gill	support	Actions ▼
<input type="checkbox"/> 3	01132990012	312	Tracy Walker	None	Actions ▼
<input type="checkbox"/> 4	01132990006	306	Chris Tonks	support	Actions ▼
<input type="checkbox"/> 5	01132990008	308	Natalie Carr	None	Actions ▼
<input type="checkbox"/> 6	01132990015	315	Marcus Child	support	Actions ▼

## Adding lines

- To add lines to the Hunt Group, perform one of the following two steps:
  - If you know the number, enter it in the text box on the top right and click Add.
    - Note that if you want to add an external line to the Hunt Group, you must add it by specifying its full directory number in the text box. You cannot select from a list because this line is not a member of your Business Group.
    - You cannot add external lines to an MLHG that uses the Integrated ACD service described in 4.

If you don't know the number, click on Add Lines. To select one or more lines to add, use the checkboxes to the left of the lines and click Add Selected

### Add Lines to Hunt Group

Select the lines by ticking the boxes and then click Add Selected. Lines added to this Hunt Group are allowed to login/logout. When you add a line, it will initially be logged out.

Department: 24 Seven BG HPBX ▼

<input type="checkbox"/>	Telephone Number	Extension	Name
	<input type="text" value="Search for..."/>		<input type="text" value="in any field"/>
<input type="checkbox"/>	01132990004	304	Alex Brown
<input type="checkbox"/>	01132990007	307	Ben Kearns
<input type="checkbox"/>	01132990011	311	Dave Sowerby
<input type="checkbox"/>	01132990017	317	...

## Removing Lines

- To remove a line from the Hunt Group, follow these steps:
  - Select the line to remove by using the checkbox to the left of it.
  - Click on the Remove Selected

## Changing Positions

- To change the positions of lines within the Hunt Group, follow these steps:
  - Click on the Change Positions
  - Move lines up and down using the icons.
  - Click on Apply.

## Change Member Positions in Hunt Group

Use the up/down arrow icons in the Position column to change the order in which the hunt algorithm selects non-busy lines to pass incoming calls to. Click Apply when you have finished.

Position		Telephone Number	Ext.		Name	Department
1	⬆	01132990003	303	↔	Alex Grant	support
2	⬆ ⬇	01132990010	310	↔	Sean Gill	support
3	⬆ ⬇	01132990012	312	↔	Tracy Walker	None
4	⬆ ⬇	01132990006	306	↔	Chris Tonks	support
5	⬆ ⬇	01132990008	308	↔	Natalie Carr	None
6	⬆	01132990015	315	↔	Marcus Child	support

Apply

Cancel

🕒 Revision #1

★ Created Thu, Feb 17, 2022 11:53 AM by [Admin](#)

✎ Updated Thu, Feb 17, 2022 12:07 PM by [Admin](#)