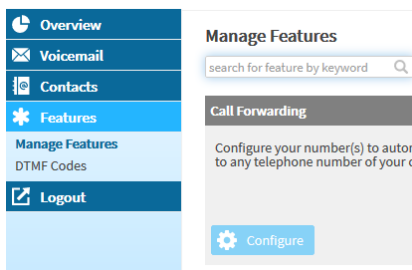


Omnivoice User Panel Call Forward

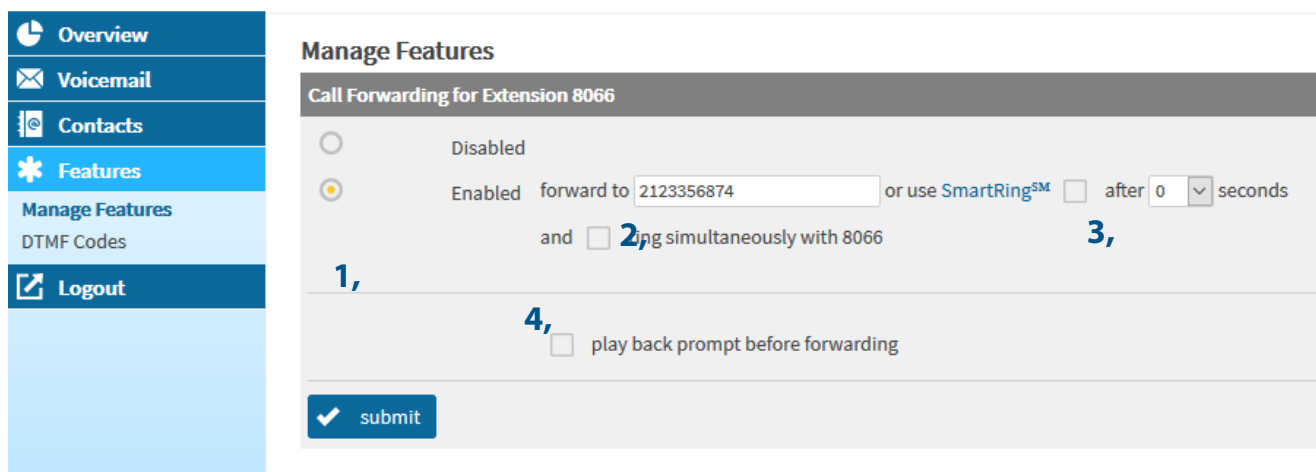
Access the Omni User Panel and click on **MANAGE FEATURES**

Click the **Configure** button in the **Call Forwarding** box to set up



Step 1, Click **Enabled** and hit the **submit button**.

Step 2, Enter the number your calls should be forwarded to



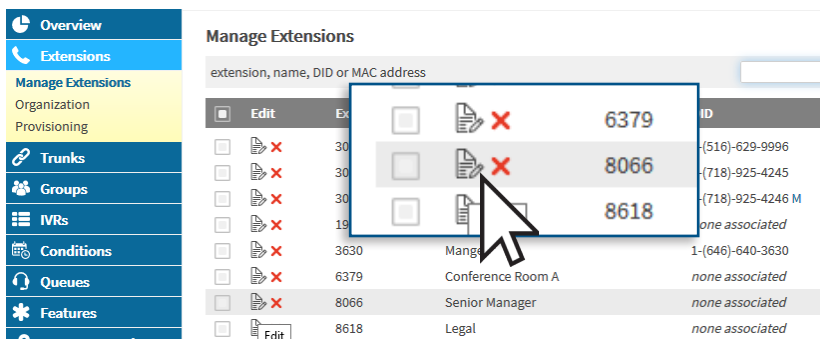
Step 3, Click the drop down menu to select the ring

Step 4, Select ring simultaneously if you would like both extensions to ring at once.

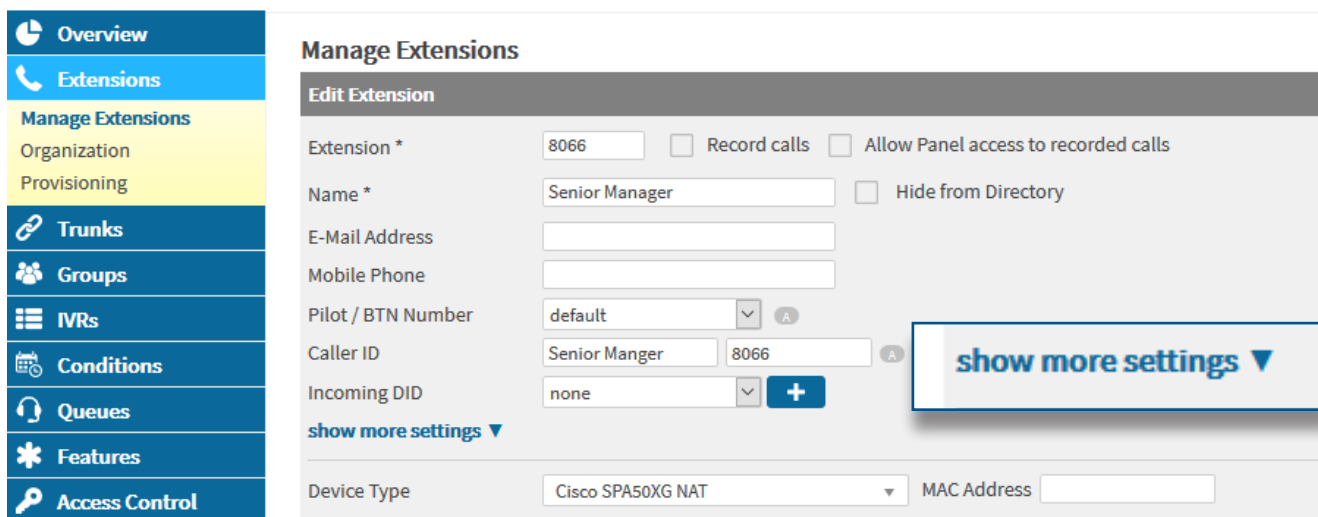
Step 5, Click **Submit** to save your settings.

Omnivoice Enterprise Panel Call Forward

Access your company's Omnivoice Enterprise page and on the **Extension Panel**, click on the **Edit** button.

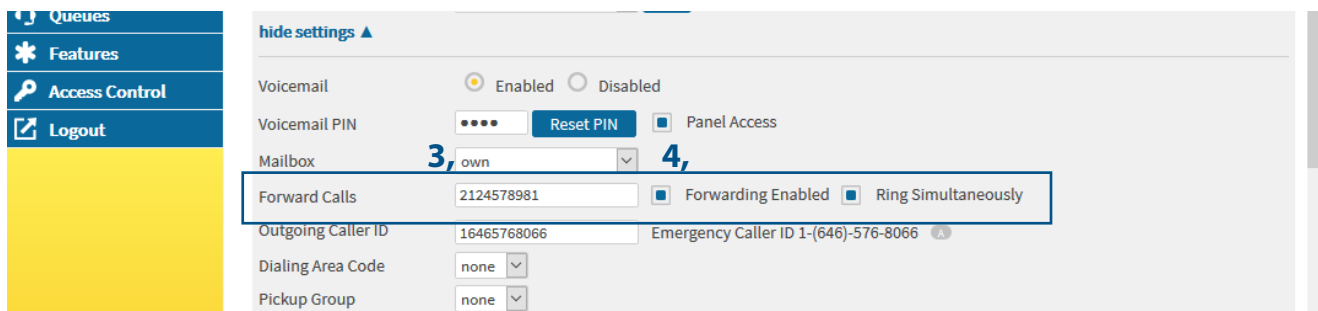


Step 1, Click on **Show More Settings** and a dropdown of more option will appear.



Step 3, Enter the number your calls should be forwarded to

Step 4, Click **Forwarding Enabled** and **Ring Simultaneously**



Step 5, Click **Submit** to save your settings.