

# **BRIA - SMS User Guide**

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**Important Note**: Texting does <u>**not**</u> sync across all devices. If you send a text message from a mobile device, it will <u>**not**</u> show up on your desktop and vice versa.

# Bria mobile application

# Send SMS via IOS device

Send SMS via messaging icon

1. Go to the Messaging tab on Bria application.



2. Select SMS and tap draft icon



# Add recipient

- 1. Type recipient name and select number for SMS.
- 2. Change keyboard to number, select the number key on the keyboard.

5:41		ul 🗢 🕞
<b>〈</b> Messages	New SMS	
To: jus		÷
+16462415438		
	-3849	
mobile (917) 803-7	002	

### Add multiple recipients

- 3. After the 1st recipient has been, select the icon, to add more.
- 4. Once all recipients have been selected. Type message in **Compose Message** and tap send. (SMS limited to 160 characters per text)

#### Send SMS via contact

- 1. Select the contact icon Eria application.
- 2. Select the contact you want to send an SMS to by tapping on the contact.
- 3. Type their name in Search **Q** and tap on the contact of choice.
- 4. Tap the number you want to send an SMS to.
- 5. Tap SMS.



6. Type your message in Compose Message and tap Send.



### Presence status

1. Select the status option



- 2. Select any of the available status.
- 3. Custom status can be entered.

Presence Status	Done
PRESENCE STATUS	
🥪 Available	~
🌖 Away	
😑 Busy	
Con The Phone	
😑 Do Not Disturb	
🗴 Appear Offline	
CUSTOM NOTE	
<enter custom="" note=""></enter>	

#### Icon for IOS device

- 1. Compose message.
- 2. Draft icon.
- 3. Custom message icon.
- 4. Send icon.
- 5. **More** view contact information.
- 6. **É** contacts icon.

# Send SMS via Android device

### Send SMS via messaging tab

1. Go to the **Messaging** tab on Bria application.



2.	Tap SN	VIS and Status: /	d tap Available	+ Add.
	PEOP	LE	SMS	ROOMS
	put una	r.,	في من .	
	000	$\stackrel{\circ}{\frown}$	()	् र्

3. Tap on the contact you want to send the SMS to.

Select Contact			
Search			
Q	Brandi Hart Mobile: (604) 555-1234	ABC	
	Bryan Greene Mobile: (604) 555-4321	DEF	
	Chad Michaels Mobile: (604) 555-1212	G H J	

4. Type your message in **Compose Message** and tap **Send**.

#### Send SMS via contact

- 1. Go to the **Contacts** tab on Bria application
- 2. Select the contact you want to send an SMS to, by tapping on the contact or typing their name in Search Q and tapping on the contact.

- 3. Contact Details opens.
- 4. Tap the number you want to send an SMS to.
- 5. Tap Send SMS.

	0	Account: My SIP Account	
	Ç	Call	
	iii 4	Video	
[	ø	Send SMS	
6	. Ту	/pe your message in Comp	oose Message and tap ⅁ Send
	Are yo	ou ready for the meeting 🛛 🖉 💜	

🗖 ()



# **Bria Desktop Application**

#### Send SMS via windows device

Send SMS via messaging icon

1. Go to the Messaging tab on Bria application

Bria Enterprise - Diana Cald...  $\times$ Softphone View Contacts Help Available 🔻  $\bigcirc$ Diana Calderon 🔻 00 6) -Ŧ -Enter name or number **Q** Search History 2 All Richard DiCarlo (63) Today 1:59 PM 7391 🤜 🖌 🦻 Diana Calderon (1) Today 1:32 PM 16462716224 K Chester Chong (9) Today 12:41 PM 7394 🤜 🎮 🧖 Michelle Thompson (4) Today 11:34 AM 6121 🤜 😒 🗷 🧷

2. Select the contact you want by typing their name in the Search bar and tapping on the contact.



3. Tap on the number you want to send an SMS to.



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