

FortiVoice™ To Go

Using your
phone system
remotely

FORTINET®



CUT ▲ and FOLD ►

Remote Quick Reference Card

Call your FortiVoice system auto attendant to access features.

Access voicemail

* * + <voicemail number>

Initiate a prompted call back

6 + 1 (for call back) or 2 (to program)

Call bridge

Hunt group† + <password> + #

To continue session, do not hang up: # # to make a new call; # * to return to auto attendant

With same line connect: 8 0 + <password> + # and follow prompts

From a remote extension:

Call transfer

* * + <extension>

Transfer caller to voicemail

* * + * + <voice mailbox>

Not available with single line connect

System changes: # + <password> + # to access command mode:

Enable do not disturb

6 1 <extension>

Disable do not disturb

6 0 <extension>

Record auto attendant

4 + x + # (x = the auto attendant to record)

Play auto attendant

5 + x + # (x = the auto attendant to play)

Record auto call back announcement

6 + x + # (x = the announcement to record: 1-4)

Play auto call back announcement

7 + x + # (x = the announcement to play: 1-4)

Changing modes

• check mode

3 0 #

• mode 2

3 2 #

• mode 1

3 1 #

• change to Holiday mode

3 3 #

† 9 or 8 1 to 8 8 (Americas, UK); 0 or 8 1 to 8 8 (other countries)

Revision 2

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