

Activating remote divert

- 1) Dial your DDI, when you get to the voicemail prompt press *
- 2) Enter in your voicemail pin (1010)
- 3) Select option 3 for advanced options
- 4) Select option 4 for outgoing call
- 5) Dial 50 to activate call forward and press #
- 6) When asked for your extensions, enter this in and press #
- 7) When asked for your phone number, enter this in and press #
- 8) Listen to confirm the voice prompts have been activated
- 9) Test by dialing the DDI and confirm it is being redirected correctly

#To Deactivate

- 1) When in the office, dial 51