## **QUICK REFERENCE GUIDE**

#### for MobileLink (on Android)

#### Installation on a Mobile Device

- 1. Go to the Google Play Store.
- 2. Search for "BroadSoft" and then select "BroadSoft MobileLink".
- 3. Select "Download and installation".
- 4. Start the MobileLink application.
- Enter your login credentials these are the same as your BroadWorks web portal login (\*\*provided by Service provider). Then enter your cell phone number.
- 6. Enter Server URL: http://myphone.alliedtelecom.net
- 7. Next click "Login".
- 8. Once signed in, click "**OK**" to configure "BroadWorks Anywhere" settings.

	ତି 🔋 🚄 42% 🛢 12:51 PM
MobileLink	
User name:	
joe@example.com	1
Password:	
Enter password he	ere
Show password?	1
This mobile number:	
Leave this empty i	f this is a Wi-Fi only
Server URL:	
http://myphone.al	liedtelecom.net
Lo	gin
Mobilel ink	21.0.4.116

#### To Make a Call

- 1. Click on the "Call" icon at the top left of your screen.
- 2. Then using the dialpad, type in the number you wish to call.
- 3. Click the "Call" button to place the call.
- 4. The outbound call will show your business name and number.
- 5. It will take a few seconds for your mobile phone to ring back, once it does hit "**Answer**" and then it places the call.

	0 R.	45% 🛢 12:48 PM			
MobileLink					
CALL		CTORY SETTING			
Dial a nu	Dial a number 🛛				
1	<b>2</b> abc	3 def			
4 ghi	<b>5</b> jkl	<b>6</b> mno			
7 pqrs	8 tuv	9 wxyz			
* 🖻	<b>0</b> +	#			
Calling option: Call back service					
Call					

#### **To View Your Call History**

1. Click on the "**History**" icon at the bottom of your screen.

ollied

- 2. You can view *All* calls or *Missed* for your business number.
- 3. Select the number you wish to dial back.

i i i i i i i i i i i i i i i i i i i	) 🗊 📶 45% 🛢 12:48 PM
MobileLink	<b>i</b> :
CALL HISTORY	DIRECTORY SETTING
See all calls in call history	
ATG Conf Bridge	Today 12:35 PM
Demo VVX 400	Today 11:08 AM
Name unavailable 202-478-6076	Today 10:10 AM
<b>Demo VVX 300</b> 202-469-3622	Today 10:09 AM
<b>Demo VVX 400</b> 202-469-3623	Today 9:55 AM
Name unavailable	Yesterday 3:50 PM
Diana Taifas	Yesterday 1:44 PM
AnnMarie Linnett	Yesterday 12:46 PM
AnnMarie Linnett	Yesterday 12:45 PM
AnnMarie Linnett	Yesterday 11:41 AM

## MOBILELINK (ON ANDROID) GUIDE



#### **To Search Your Directory**

- 1. Click on the "Directory" icon at the top of your screen.
- 2. You can search by All, Directory (company) or Local (mobile) contacts.
- 3. To search for a coworker, select "Directory".
- 4. Then type the first 3 letters of their first or last name.
- 5. Select the coworker you wish to call.

		0 🔋 🖉 44%	6 🛢 12:48 PM
Mobile	Link		
CALL	HISTORY	DIRECTORY	SETTINGS
Search	n contacts	Λ	Q
Display	all		
No entries			

#### **To Change Your Outbound Call Settings**

- 1. Click on the "Settings" icon at the top of your screen.
- 2. Select "Outgoing Calls".
- 3. Then "Outgoing Call Options".
- Select "Use Call Back Service". 4.
- 5. By selecting this option when you place an outbound call it will display your business name & number. Also you will get a call back on your mobile and then after you answer the call - it will place a call to the party you called showing your business identity.

	J	ପି 🗊 🔎 44% 🛢 12:48 PM			
Mobile	Link		:		
CALL	HISTORY		SETTINGS		
Profile			~		
Incom	ing Calls		~		
Outgoi	ng Calls		^		
Hide n <mark>Off</mark>	umber				
Outgo Use Ca	ing call optic Il Back Servic	ons :e			
Call Co	ontrol		~		
Messa	aina		~		

#### **To Change Your Call Settings**

- 1. Click on the "Settings" icon at the top of your screen.
- 2. You can change various call settings for your business number.
- 3. Select "Call Control" to enable BroadWorks Anywhere. Type in your mobile number, then select Enable. Calls will ring both your business number and mobile phone.
- 4. To turn on forwarding and other options; select "Incoming Calls" to change Call Forwarding, Do Not Disturb and Find-Me, Follow-Me features.
- 5. To enable Call Forwarding Always, select the feature. Next type in your mobile number, then select Enable.
- 6. To turn off a feature, select the feature, then select **Disable**.

	@ 🔋 🖉 44% 🛢 12:48 PM		🖬 🖬 🗈 💿 🗇 🖗 🖉 🗇			
MobileLink			Mobile	Link		
CALL HISTORY	DIRECTORY	SETTINGS	CALL	HISTORY	DIRECTORY	SETTINGS
Profile		~	Incom	ing Calls		
Incoming Calls		~	Do not Off	t disturb		
Outgoing Calls		~	Call fo Off	orward alway	/S	
Call Control		$\sim$	Off Call fo	orward busy	13 W CI	
Messaging		$\checkmark$	Off Call fo	orward when	unreachable	
			Off Simult	taneous Ring	g	
			Off Seque Off	ential Ring		
			Outgoi	ing Calls		~
			Call Control			~
			Messa	iging		~

## MOBILELINK (ON ANDROID) GUIDE

# allied

#### **Popular Call Settings**

- **BW Anywhere**: Use your cell phone as an extension of your business phone number.
- **Call Forwarding Always**: Automatically forward all your incoming calls to a different phone number.
- **Do Not Disturb**: Automatically forward your calls to your voice messaging service, if configured (otherwise the caller hears a busy tone).
- **Sequential Ring**: Ring multiple phones sequentially when incoming calls are received. Traditionally used as "find me, follow me".
- **Simultaneous Ring**: Ring multiple phones simultaneously when incoming calls are received.