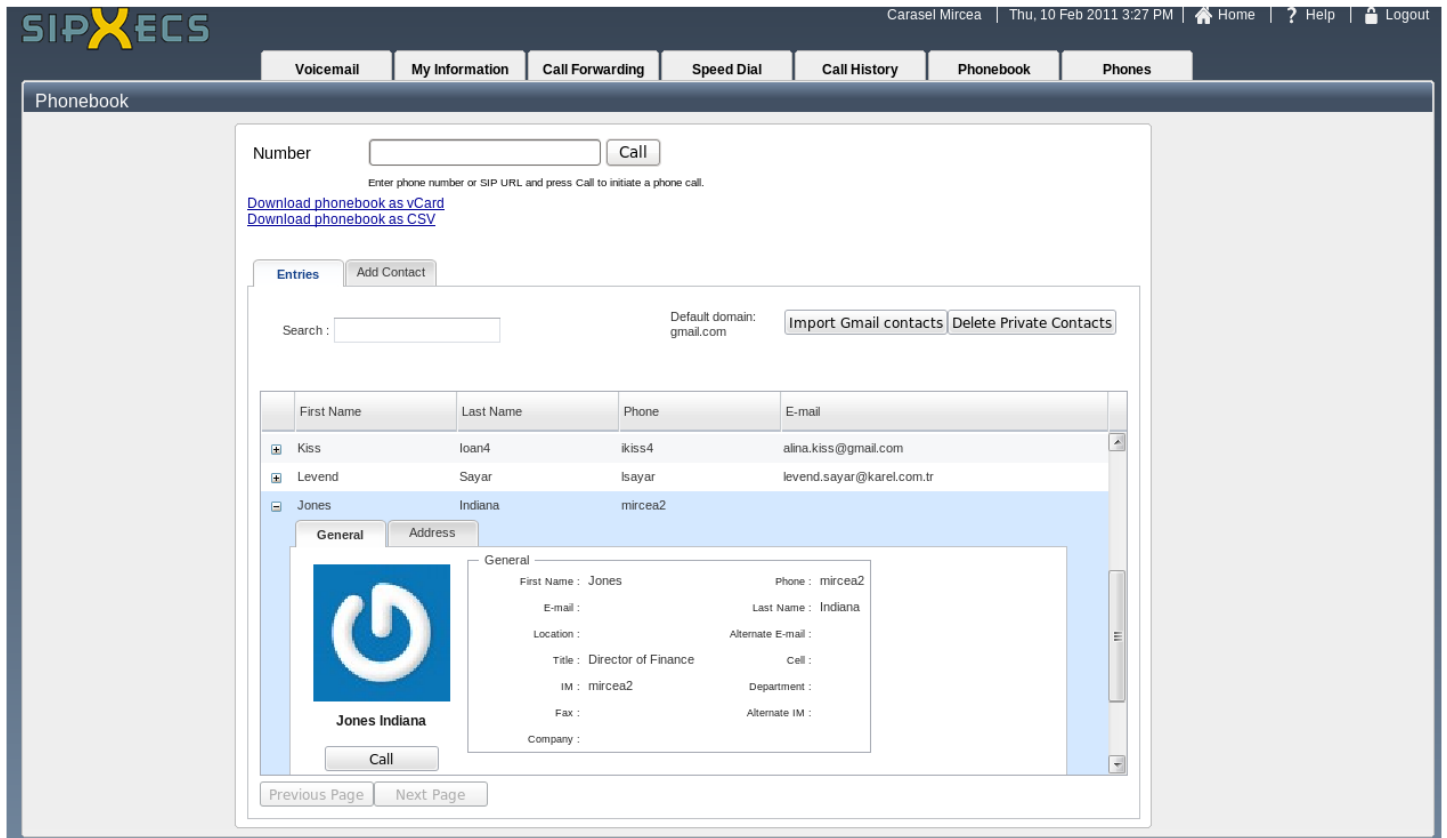


View The Phone Book

1. To view the phone book, click the **Phonebook** tab.
2. You will see all assigned extensions (if they are listed in the directory).

For a particular phonebook, the administrator can enable it to see everyone in the system

When the **Phonebook** tab is clicked a similar page as below is displayed



The screenshot displays the SIPX ECS Phonebook interface. At the top, there is a navigation bar with tabs for Voicemail, My Information, Call Forwarding, Speed Dial, Call History, Phonebook, and Phones. The Phonebook tab is selected. Below the navigation bar, there is a search area with a text input field labeled 'Number' and a 'Call' button. Below this, there are links to 'Download phonebook as vCard' and 'Download phonebook as CSV'. A search bar is also present with a 'Search' label and a 'Default domain: gmail.com' dropdown. To the right of the search bar are buttons for 'Import Gmail contacts' and 'Delete Private Contacts'. Below the search bar is a table of contacts with columns for First Name, Last Name, Phone, and E-mail. The table contains three entries: 'Kiss' (Last Name: Ioan4, Phone: ikiss4, E-mail: alina.kiss@gmail.com), 'Levend' (Last Name: Sayar, Phone: lsayar, E-mail: levend.sayar@karel.com.tr), and 'Jones' (Last Name: Indiana, Phone: mircea2). The 'Jones' entry is selected, and a detailed view is shown below it. This view has two tabs: 'General' and 'Address'. The 'General' tab is active, showing a profile picture of a blue circle with a white 'G' and the name 'Jones Indiana'. To the right of the profile picture is a form with the following fields: First Name: Jones, Last Name: Indiana, Phone: mircea2, E-mail, Location, Title: Director of Finance, IM: mircea2, Fax, and Company. There is also a 'Call' button below the profile picture. At the bottom of the page, there are 'Previous Page' and 'Next Page' buttons.

Click-to-Dial Phone Book Entries

1. To dial an extension, you may simply click on the extension, then click on the **Call** button.
2. Once you click the **Call** button, your phone will ring.
3. When the phone is answered, the system will dial the number for you.