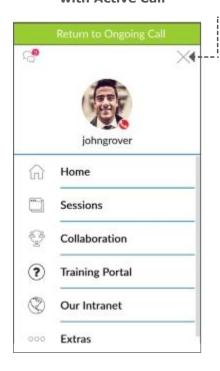
Smart Office Mobile Quick Reference Guide



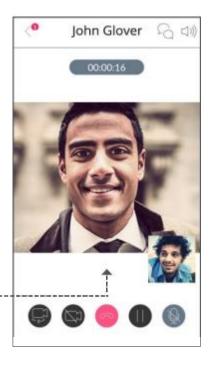
Navigation Screen - with Active Call

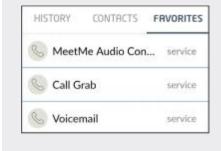


Home Screen - Contacts Tab



Active Video Call

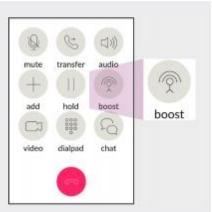




Move an Active Call to Your Mobile Phone

While on an active call, on a desk phone or PC/Mac soft client, it may be desirable to be move the call to your mobile phone. Smart Office's Call Grab feature lets you seamlessly move the active call to your mobile or between clients/devices.

- 1. Navigate to the Favorites tab on the client's home screen during an active call.
- Selecting Call Grab will pull the active call on to your mobile client the far end will not be placed on hold or hear any clicks or noises – it's a seamless transition 3. The same procedure can be used on a PC/Mac client to pull the call back.



Call Boost an Active Call

During an active call if a data connection is poor (WiFi or Cellular), just press the Call Boost button to move the call to the cellular voice network.

- 1. To set-up Call Boost
 In Settings add your mobile
 number (with country code)
- 2 In Settings select Boost Settings to select a service access location closest to you
- 3 Login to the Portal, select Service Settings and add your mobile number as the Call Grabber number

Creating Favorites

Adding favorites creates a quick way to check the availability (presence) of co-workers and quickly connect.

To add a favorite:

- 1 Any user can be added to your Favorites by selecting them from an Address book (Personal or Global) and then accessing their Profile
- 1 Once the user's Profile is open, choose Manage Favorites to open the dialog box shown below.
- 1 If you frequently connect with a user it's wise to also add them to your personal address book. This will give you the option to monitor their Presence status (Away, On the Phone, etc.).



Selecting an entry will add it to the favorites tab.

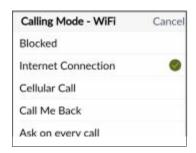
Multiple entries can be selected for the same contact to provide multiple options to connect. Select OK to save.

Settings - Choose Calling Mode

Calling Modes (WiFi and Cellular Data)

The client allows a user to choose the default WiFi or Cellular network for outgoing calls. Upon install the client will ask users to make a choice for each call. Users will likely want to select Internet Connection for both WiFi

And Cellular
Data. However, if
cellular data services
tends to be poor in
your area it may be
advantageous to
select Cellular Call so
as to use the mobile
device's cellular voice
services.



Call Control

Easily manage an active call including business features such as hold, transfer and conference and enable video (if applicable). See the prior page to learn how to use Call Boost to improve call quality



Transfer a Call or Add Callers via the Dialpad or Contacts



Contact Us: Support@razorline.com (504) 274-1700

Managing Multiple Sessions

The Sessions screen provides a single destination to review all of your open conversations, regardless of media type. It's an easy way to flip between multiple activities without "losing" conversations. This screen is especially helpful to return to a call or chat if you are interrupted by another user.



Collaboration (optional)

Start a Smart Office Collaboration session and easily invite participiants via e-mail.



Collaboration room details that can be easily shared with participants

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