

Beggs Telephone Company

Accession Communicator
for Mobile
Quick Start Guide

P-918-267-3636

**109 E. 5th Street www.beggstelco.net
Beggs, OK**

ACCESSION COMMUNICATOR FOR MOBILE

Your **Beggs Telephone Company** phone service can be used to make or receive calls from your mobile devices.

For this to work on your mobile or tablet, you need to install the Accession Communicator for Mobile app. This guide will help you to do that.

ENSURE YOUR DEVICE IS COMPATIBLE

Accession Communicator for Mobile works on:

- Android phones and tablets with ARM chips running 2.3.3 (Gingerbread) or later version.
- iPhone and iPad running iOS5 or later.

FIND YOUR PASSWORD

You will need your **Beggs Telephone Company** CommPortal phone number and password to start using Accession Communicator for Mobile. If you don't have this information, call us on **918-267-3636**.

DOWNLOAD AND INSTALL THE APP



Search for *Accession* in Google Play or iTunes and touch **Install** to download the app to your device. Check the Terms & Conditions and touch **Accept & Continue**.

Tap **Open** on the app and select **Beggs Telephone Company** as your Carrier. Enter your **Beggs Telephone Company Phone Number** and *Password* and tap **Log in**.

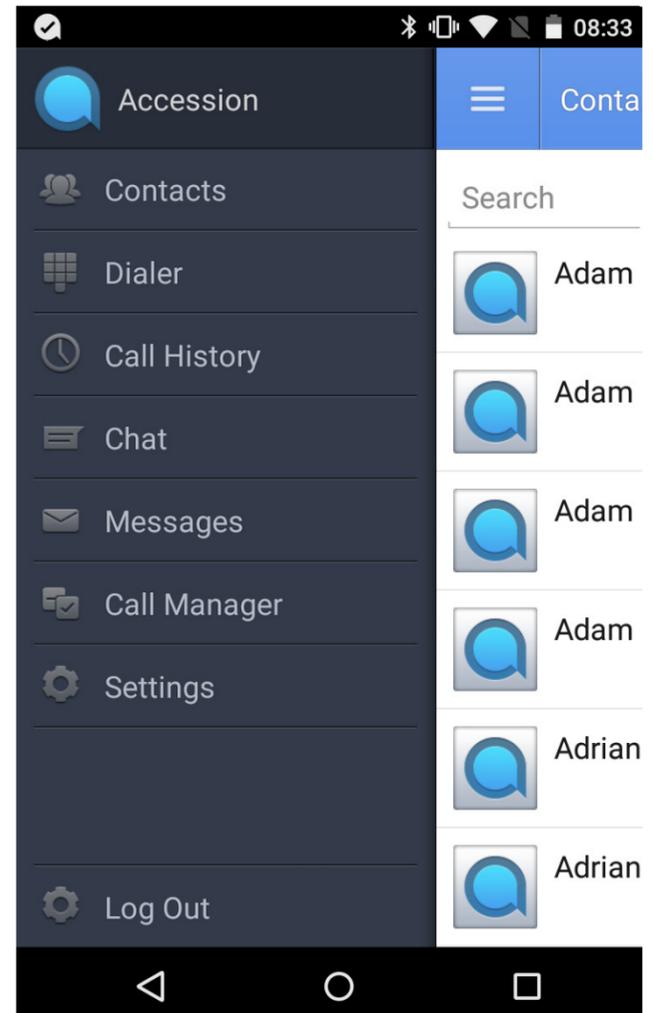
If you want to have the ability to switch calls to your own cellular network (for example, if you move to an area with poor Wi-Fi connection during a call made on Accession Communicator) enter your own mobile phone number and tap **Continue**.

EXPLORING ACCESSION COMMUNICATOR

Accession Communicator for Mobile is like having your desk phone on your mobile. You can make and receive calls, hold calls, transfer calls, and make three-way calls.

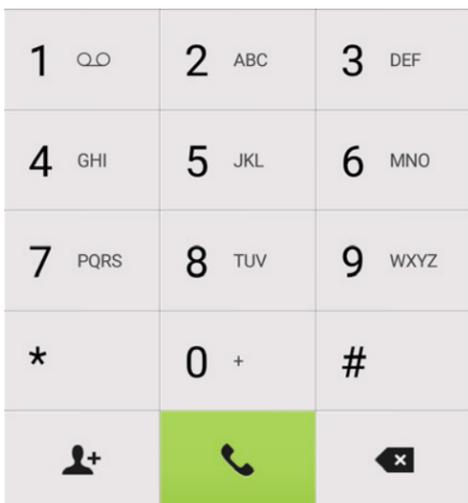
Accession Communicator uses the Wi-Fi, broadband, or mobile data services available, so you can make and receive calls without using your mobile minutes.

 Tap on the **Menu** icon, or swipe right on the screen, to view the Accession Mobile menu.



MAKING CALLS

 Dialer



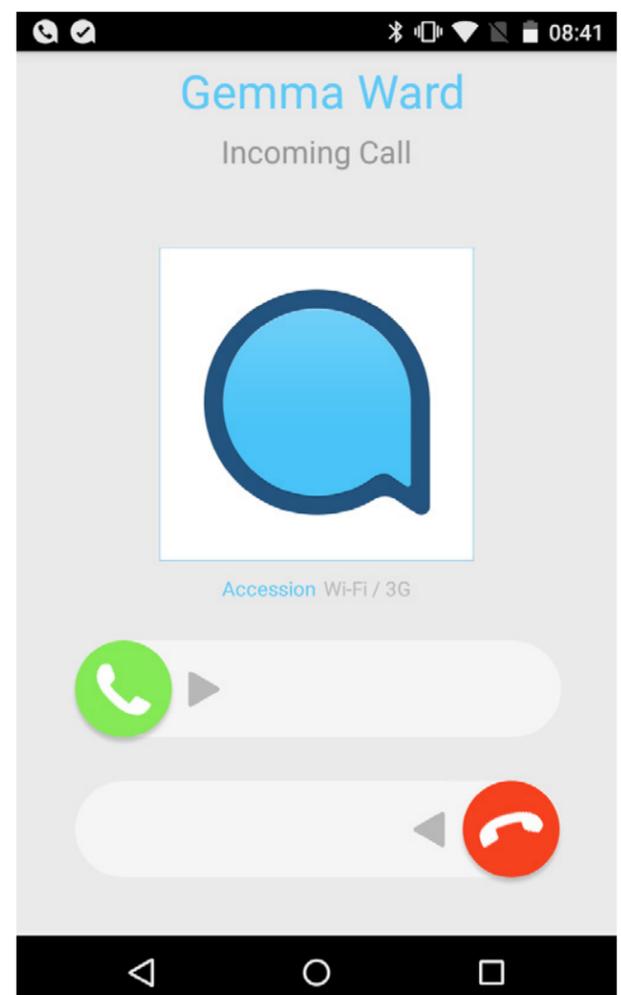
To make a call, select the **Dialer** tab and enter the number you are calling into the Accession dialer, or simply tap on the contact and touch the number you would like to use to call the contact.

If the person you are calling has caller ID, they will see your individual **Beggs Telephone Company** phone number.

RECEIVING CALLS

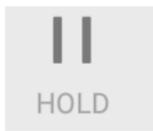
When someone calls your **Beggs Telephone Company** number, the Accession Communicator app offers you the choice to accept or reject the call.

Depending on the other services you have from **Beggs Telephone Company** you may also see the incoming call on your desk phone, on your desktop, or on a tablet device. You can answer the call on whichever device is most convenient for you.



DURING THE CALL

While a call is in progress you can use the call window to:



Put the call on hold.



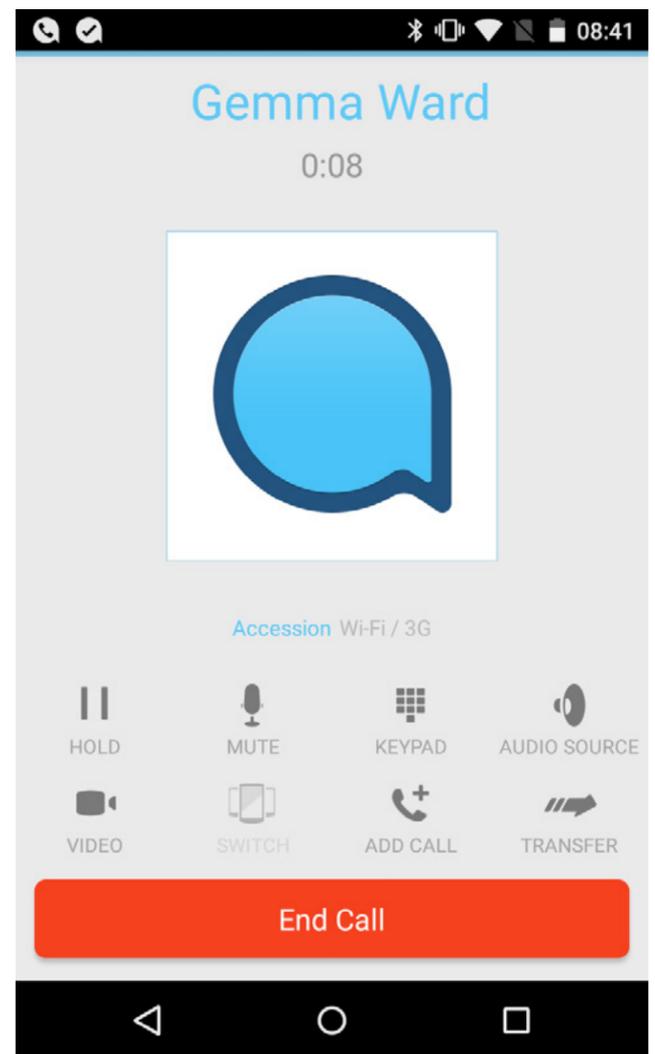
Mute your microphone.



Access the keypad.



Turn on loudspeaker.



You may receive another call while you are already on a call. Accession Communicator for Mobile gives you the option to:

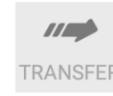
- Hold the existing call and answer the new call.
- End the existing call and answer the new call.
- Ignore the new call.

SWITCH THE CALL TO ANOTHER DEVICE



If the call has poor audio due to an unreliable Wi-Fi or mobile data service connection, you can touch the **Switch** icon and select **This device (cellular)** to move the call to your regular cell phone. Remember that the call will now start to use your mobile minutes.

TRANSFER THE CALL TO SOMEONE ELSE



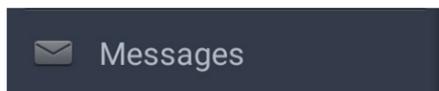
Use the **Call Transfer** icon to send any call to another number. A menu will pop-up allowing you to select a contact, or you can type in a completely new number to transfer the call to. You can also transfer the call to another of your devices that has Accession Communicator installed, without having to hang up!

CALL HISTORY

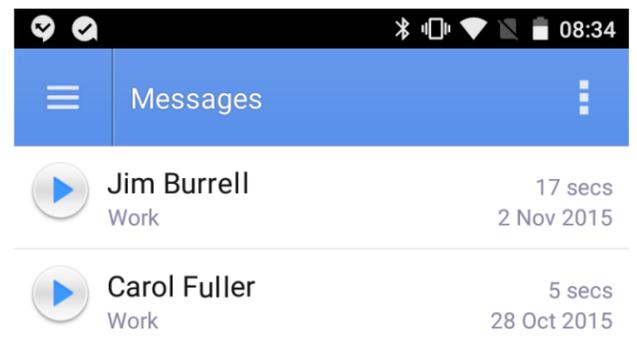


See your full call history by selecting the **Call History** tab.

VOICEMAIL



If you have a voice or video message, the **Messages** tab indicates the number of messages received. Select the **Messages** tab and tap on a message to listen to it.



CALL MANAGER



You can tell Accession how to handle your incoming calls. Tap the **Call Manager** tab and select **Available**, **Do not disturb**, or **Forward all calls**.

If you select **Do Not Disturb**, callers hear a recorded voice announcement saying that you are unavailable and are then connected to your voicemail. None of your devices will ring until you turn off Do Not Disturb, so be sure to use it carefully!

Select **Forward all calls** and, in the **Forwarding number** box, enter the number you want to forward all calls to.

Note that when you change your **Call Manager** settings, the change applies on all of your Accession Communicator devices.

YOUR CONTACTS LIST



Accession Communicator for Mobile assembles a contact list for you to use. Select the **Contacts** tab to view your Contacts list. Depending on how your service is set up, the Contacts list may include:

- Contacts that you type directly into Accession Communicator for Mobile.
- Contacts stored on your mobile device.
- Contacts in CommPortal contacts.
- Contacts in your corporate directory.

SETTINGS



Use the **Settings** tab to manage your Call, Chat, Contact, and Messaging settings, and to access additional setup options. You can also send error reports from the **Settings** tab.

EMERGENCY CALLS

Accession Communicator lets you make calls from anywhere on the most convenient device. If you place a 911 call from Accession Communicator, the 911 operator may not be able to identify where you are calling from.

MORE QUESTIONS?

If you have any additional questions about Accession Communicator, call us at **918-267-3636** or email customerservice@beggstelco.net.