Service reminder email

**We recommend you copy the content below into your internal communication template.**

Subject

**REMINDER: <service name> Softphone and <service name> Desktop** is LIVE and ready for you to use!

Content

Don’t forget **<service name>** is **LIVE** and ready for you to use!

**<service name>** phone solutionmeans you will make and receive calls through your computer (laptop or desktop) wearing a compatible headset.

**Get the most out of your service now.**

To help you make the best use of your service please visit the [BT Support Centre](https://www.globalservices.bt.com/en/my-account/support/collaboration/microsoft-teams-with-bt-calling). **<This links to a list of all BT Contact Centre services. We recommend you change this link to the Contact Centre service page you are launching.>** You will find everything you need including quick start guides, training videos, pro tips and more.

If you have any further questions or need any support, please contact **<insert information>**.

Kind regards  
**Internal Endorser**