Single Number reach – User Self-Care Portal

Single Number Reach (SNR)

Allows you to create a remote destination number and associate one or more internal extensions or external numbers to your number. For example, if Single Number Reach is enabled, phone calls received by your extension are forwarded to a phone number configured under the Single Number Reach account, for example your mobile or home phone number.

NB: If SNR isn't enabled yet as an active feature, please follow internal processes to request access.

Delete SR On SR O	Off Ring 24/7			
· · · Description	Number	Move to Mobile	Simultaneous Ring	
SNR +07715	+0771576616	MP Off	On SR Test	~

Select an Existing Profile and the Pencil Edit Icon to Modify Existing settings Or Click '+ Add a Phone' to add additional Alternate Numbers

 Your Personal Phon 	es			6 2
節 Delete SR On SR Off	Ring 24/7			
✓ · Description	Number	Move to Mobile	Simultaneous Ring	Edit
SNR +07715	+0771576616	MP Off	On SR Test	
				+ Add a Phon

You can modify settings and add a timer schedule for SNR to be active (i.e. only during working hours) Click Edit

Add the Telephone Number of the Mobile or Line to be called Switch On/Off SNR Switch On/Off Move to Mobile Click Next Tick – Set Advanced Timer Options

1 Name/Phone	2 Line / Time Zone	(3) Ri	ng Schedule
Description	Number		
+07715766616-RD	+07715	576616	0
Simultaneous Ring: On Ring			
Move to Mobile: MP Off			

Change the Delay Timers as applicable Click Next

• Your Personal Phones				6	c
1 Name/Phone	2 Line /	Time Zone	3 Ring Schedule		
When simultaneous ring is active, only selected line(s)	y ring for the	Select a time zon	e for this phone		
☑ 8602107		Etc/GMT		•	
Fine tune options for preventing redire		this phone's voicemail			
 If call is answered sooner than	5 seconds, then assur	me it is answered autom	atically, not by me, and pull the call b	back to	
 If call is not answered sooner than 	19 seconds, then p	oull the call back to my b	usiness line.		
Cancel < Back			Ν	√ext >	

Edit the Ring Schedules to change when the SNR is active

Select Weekdays and Week Hours or 24/7 as applicable

Click Save

(1 Name/Phone	2 Line / Tim	e Zone	3 Ring Schedule
Specify	when this phone should rin 24/7	,	e: Edit ring schedule	
Ring scho	edule name			
Test				
Day On	Day Off From 00:00	▼ To 24:00 ▼ /	Арріу	
	Day	Ring	From	То
	Monday	On Ring	08:00 👻	17:00 👻
	Tuesday	On Ring	08:00 -	17:00 -
	Wednesday	On Ring	08:00 -	17:00 💌
	Thursday	On Ring	08:00 -	17:00 👻
	Friday	On Ring	08:00 -	17:00 💌
	Saturday	Ring Off	00:00 -	24:00 -
	Sunday	Ring Off	00:00 🕶	24:00 👻

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