

MOBILE TWINNING

MiCollab Desktop Client Features



INTRODUCTION

This quick reference guide provides instructions on how to set up Mobile Twinning to use the MiCollab Client instead of your Cellular service.

WHAT IS MOBILE TWINNING?

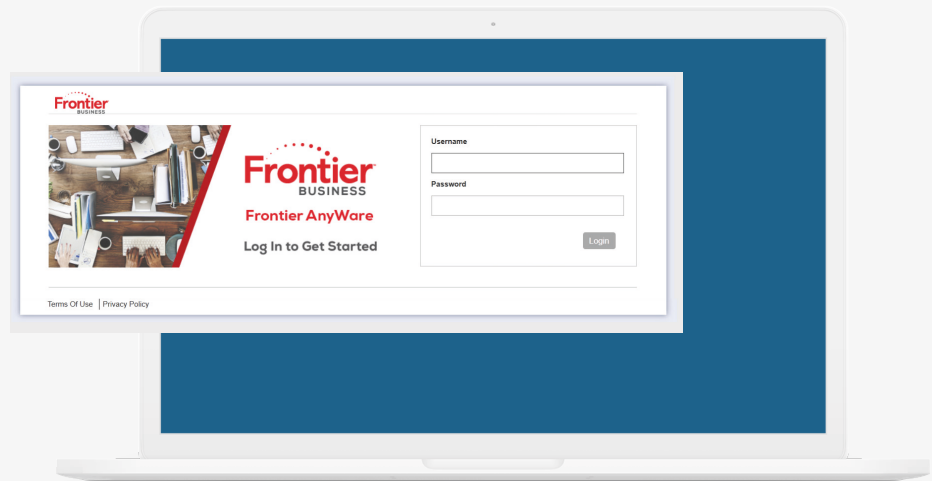
Mobile Twinning allows incoming calls to your desk phone extension to ring simultaneously with your mobile phone.

TWINNING – MICOLLAB MOBILE CLIENT

If the you purchased the MiCollab Mobile client, perform the following process to activate twinning to use the MiCollab Client.

1

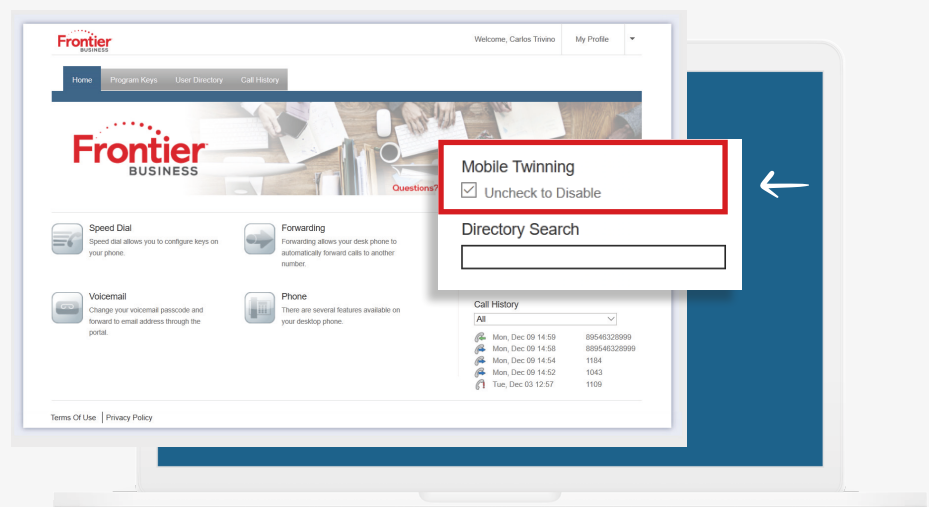
Access the **End User Portal**



2

Deselect **Enable Twinning**

Note: This field can be selected if you don't have the MiCollab Mobile Client but it **will** use your cellular service.



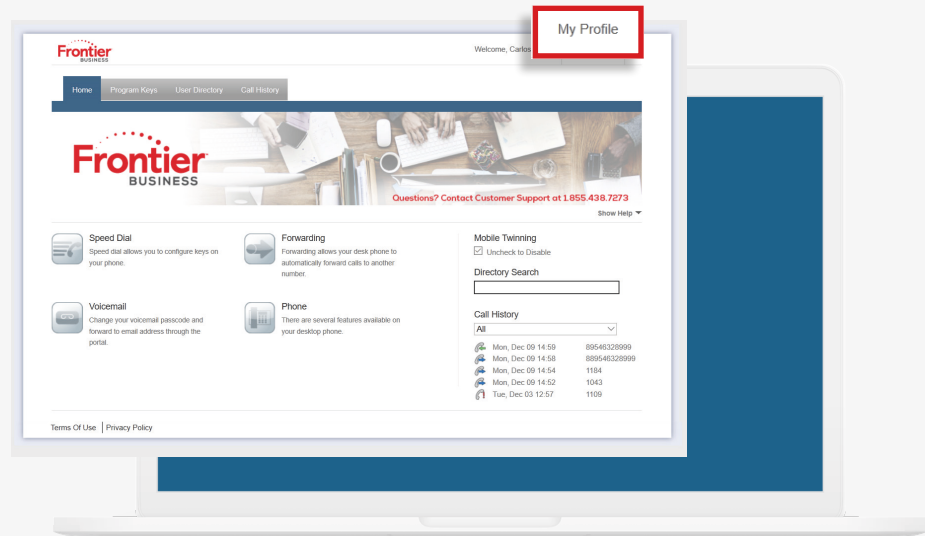
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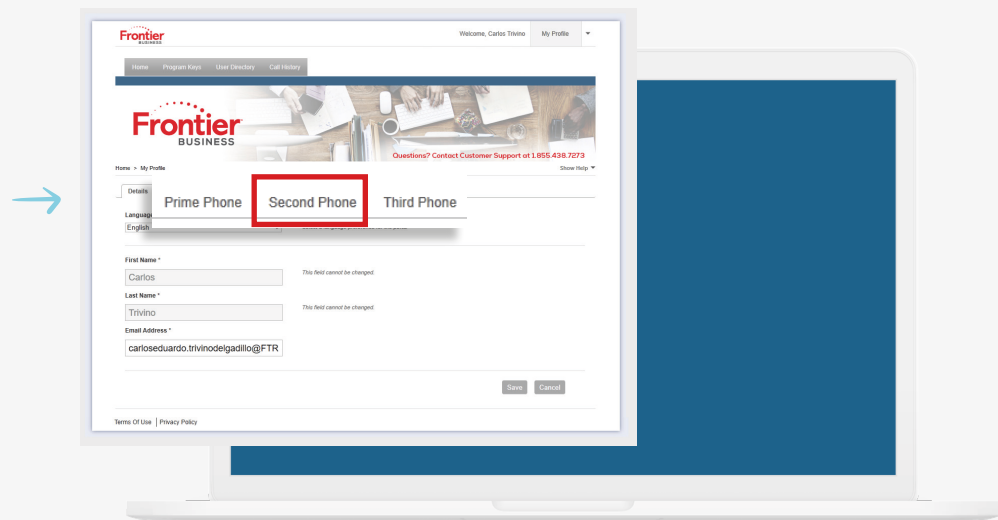
3

Click **My Profile**



4

Click **Second Phone** tab



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5

Verify **Twinning Number** field is blank

Note: This field can be used if you don't have the MiCollab Mobile client but it will use your own cellular service.



Frontier BUSINESS

Welcome, Carlos Trivino My Profile

Home Program Keys User Directory Call History

Home > My Profile

Details Login Details Prime Phone **Second Phone** Third Phone Fourth Phone Voicemail

Phone Type: External Phone
Extension: 41008

Twinning Number
Enter the phone number of the device that will ring simultaneously with your extension

☐ Activate Twinning

Save Cancel

Terms Of Use Privacy Policy

6

Deselect **Activate Twinning** field

Note: This field can be used if you don't have the MiCollab Mobile client, but it will use your own cellular service.



Frontier BUSINESS

Welcome, Carlos Trivino My Profile

Home Program Keys User Directory Call History

Home > My Profile

Details Login Details Prime Phone **Second Phone** Third Phone Fourth Phone Voicemail

Phone Type: External Phone
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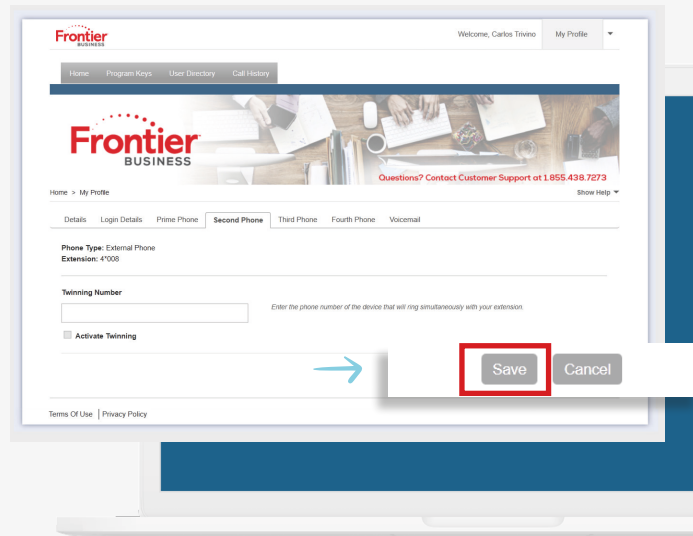
☒ Activate Twinning

Save Cancel

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7

Click **Save**

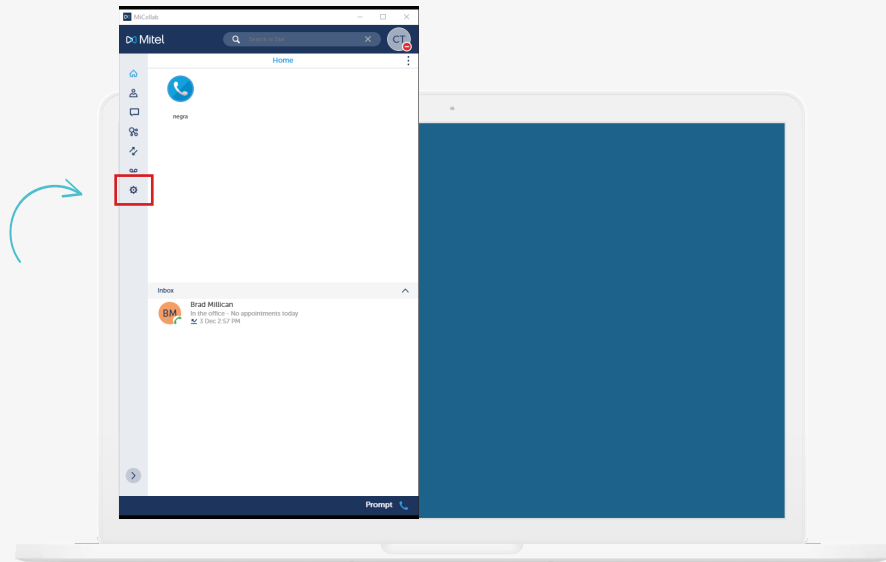


8

Open the **MiCollab Desktop Client**

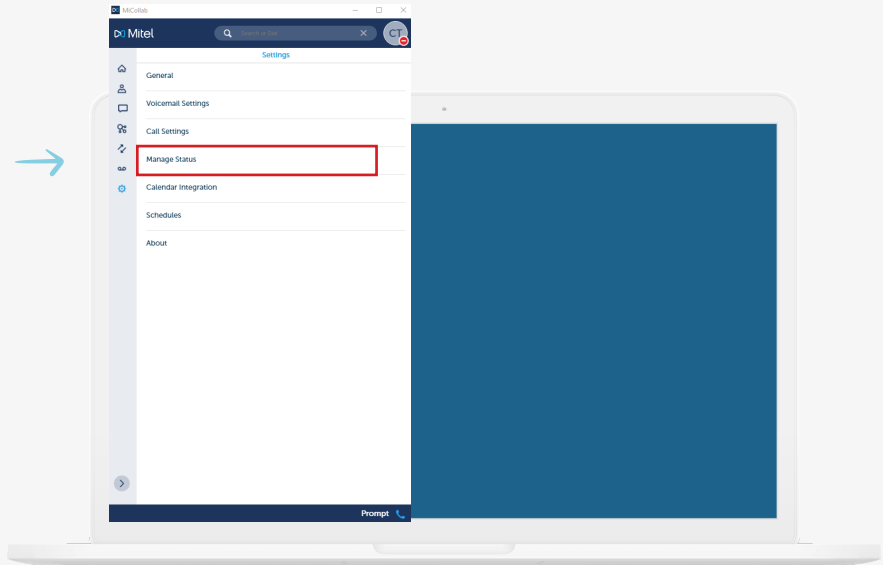
9

Click **Settings**



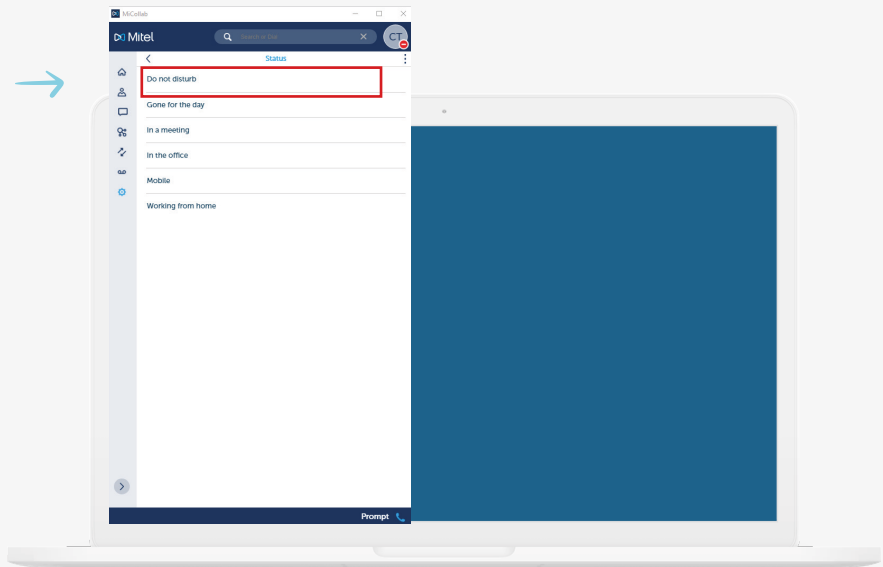
10

Click **Manage Status**



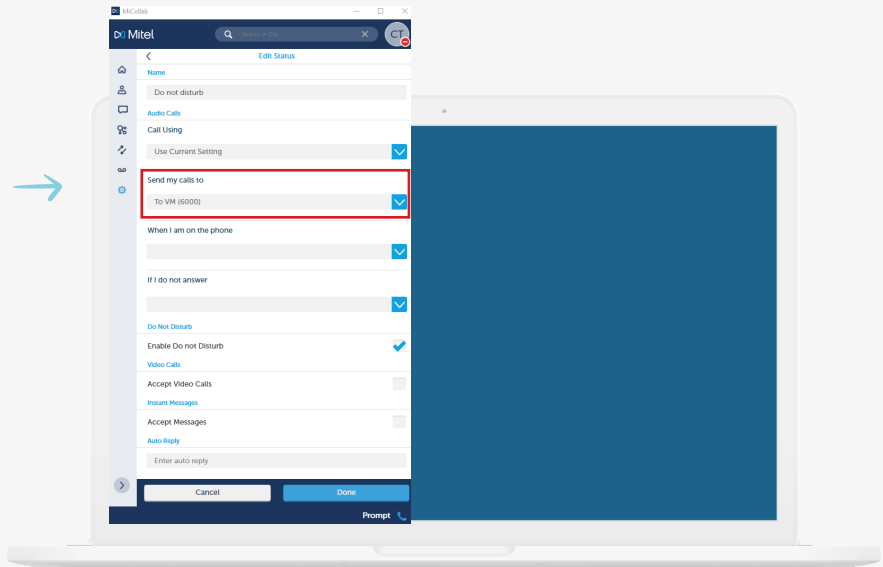
11

Select **Do Not Disturb**



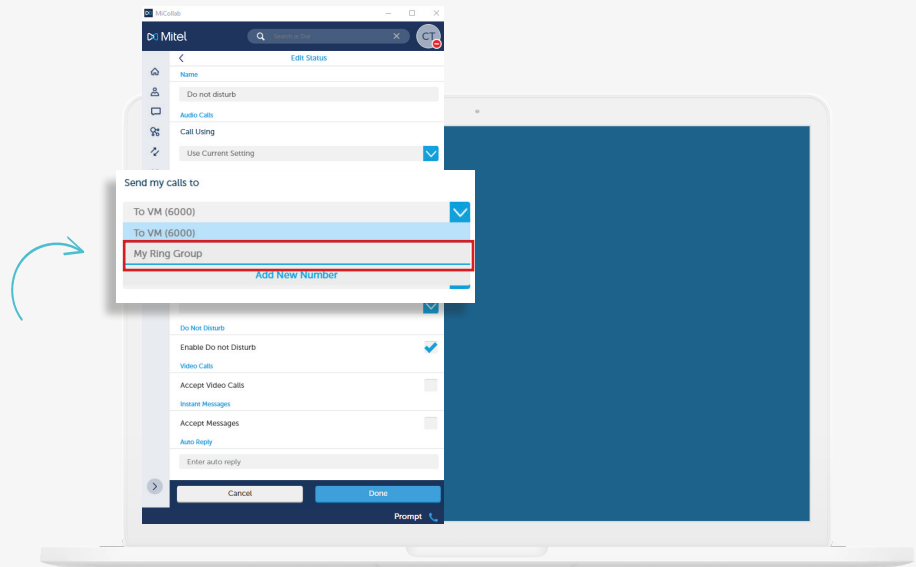
12

Select drop down arrow by **Send my Calls** to field



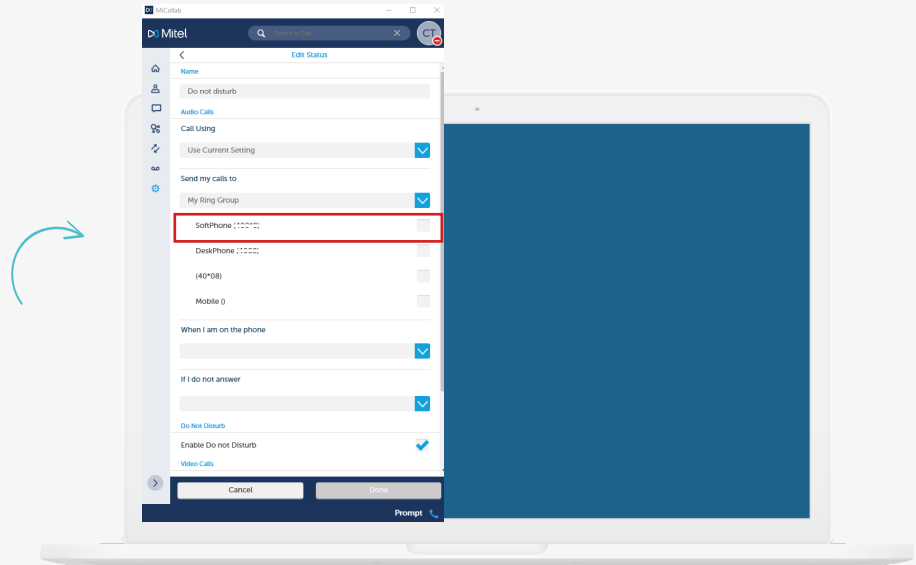
13

Select **My Ring Group**



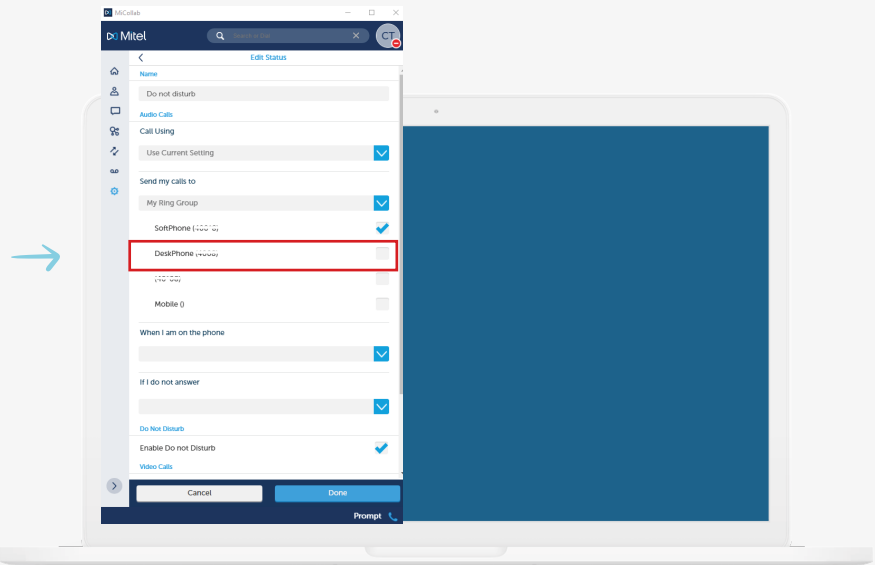
14

Select **SoftPhone**



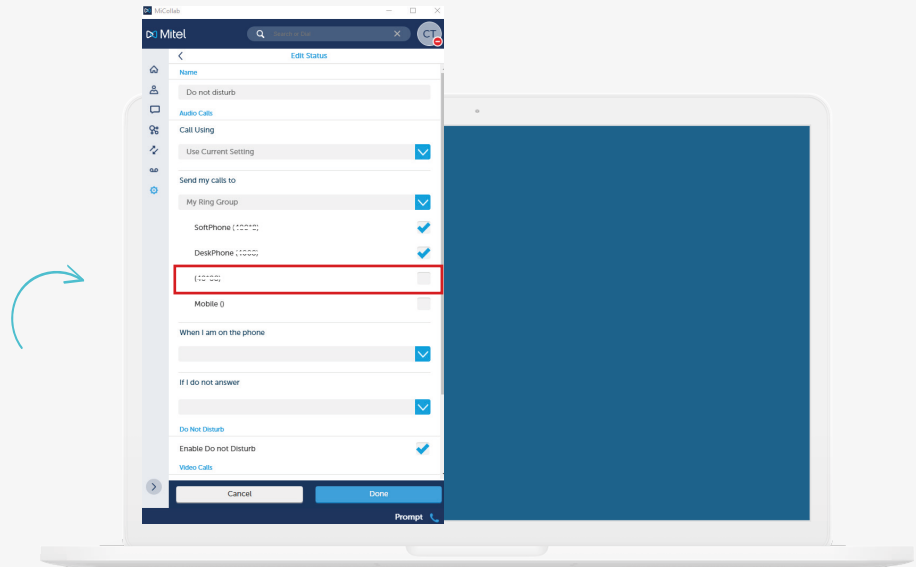
15

Select **DeskPhone**



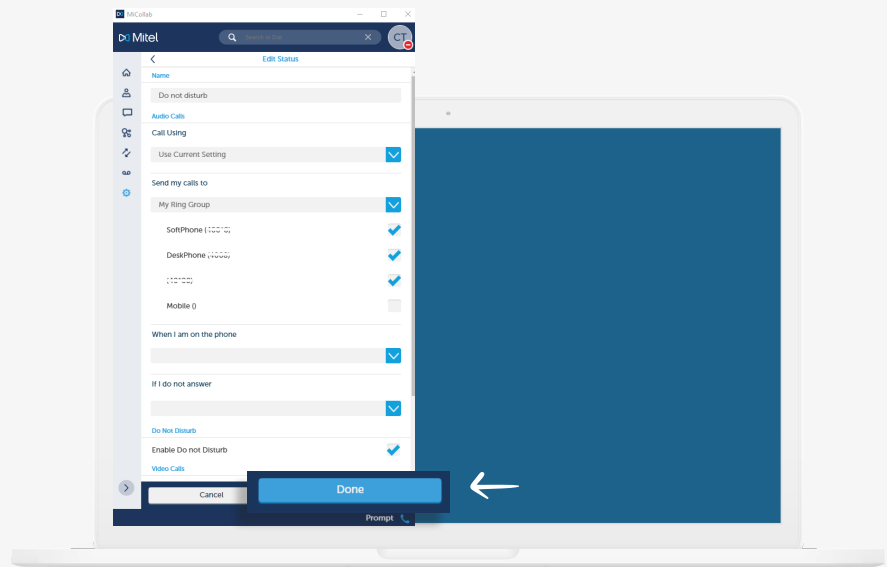
16

Select (####)



17

Click **Done**



18

Complete **steps 11 – 17** for remaining statuses

