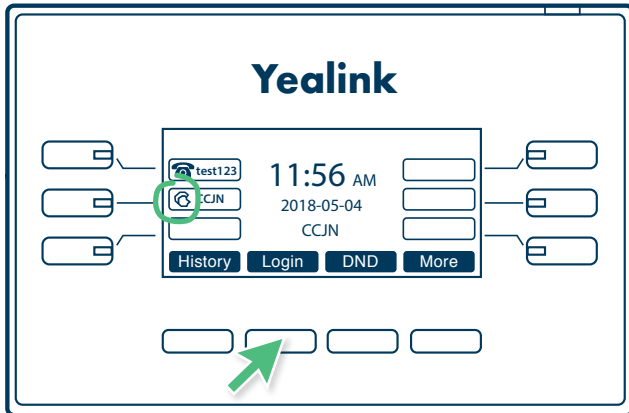


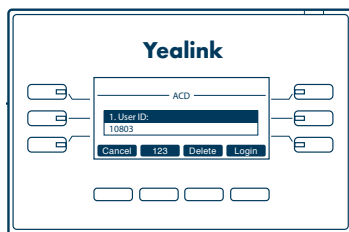
# Phone Agent Login Instructions

## STEP 1: Login to the phone

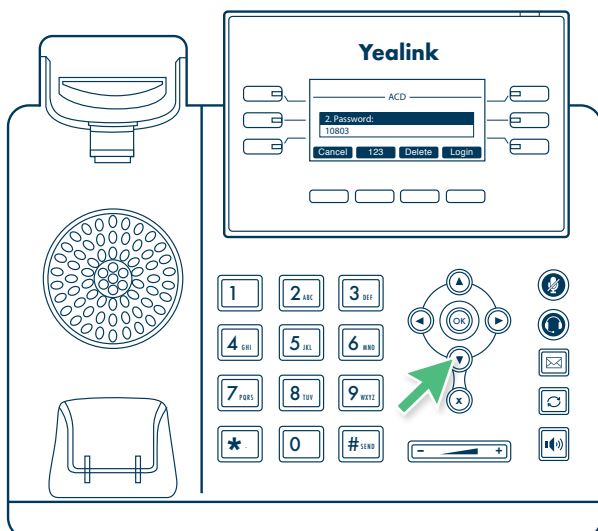
1. Press the **Login** button.  
(notice the image of the outline person is not filled in)



2. Using the keypad, enter your extension number.



3. Using the navigation buttons, press the **down arrow** button, then enter your extension number again as the password. Press the **OK** button.



4. Now your agent ID is logged into the contact center.  
(notice the outline person is filled in)



## STEP 2: Change the dial-out line to the contact center line

Press the **right arrow** button once so the active line number below the date on the display is your extension number and not JNext#.

