



The following star codes can be dialed from your myPBXNOW phone to setup various features from your handset instead of logging into the myPBXNOW live web site. Wherever you see 'xxx' below, this refers to a number you enter.

***55** Access Voicemail Portal

***99** Voice Portal Menus

Forwarding and Locate me

***72xxx** Call Forward Always Activation

***73** Call Forward Always Deactivation

***92xxx** Call Forward No Answer Activation

***93** Call Forward No Answer Deactivation

***90xxx** Call Forward on Busy Activation

***91** Call Forward on Busy Deactivation

***561xxx** Enable and Set 'Locate Me' Number 1

***571** Deactivate 'Locate Me' Number 1

***562xxx** Enable and Set 'Locate Me' Number 2

***572** Deactivate 'Locate Me' Number 2

***563xxx** Enable and Set 'Locate Me' Number 3

***573** Deactivate 'Locate Me' Number 3

Do not disturb and Privacy options

***78** Do Not Disturb Activation

***79** Do Not Disturb Deactivation

***30** Caller ID Blocking Activation

***31** Caller ID Blocking Deactivation

***77** Anonymous Call Rejection Activation

- *87** Anonymous Call Rejection Deactivation
- *60xxx** Selective Call Rejection (Blacklist) Addition
- *80xxx** Selective Call Rejection (Blacklist) Removal
- *65xxx** Make a call with Caller ID visible
- *67xxx** Make a call with Caller ID blocked
- *32** Anonymous caller screening Activation
- *33** All callers screening Activation
- *34** Call screening Deactivation

Remote callback/dial-tone options

- *94xxx** Remote Dialtone Service Number Addition
- *95xxx** Remote Dialtone Service Number Removal
- *96xxx** Remote Call-back Service Number Addition
- *97xxx** Remote Call-back Service Number Removal
- *98xxx** Remote Access Authorisation Pin Setup
- *98** Removal of Remote Access Authorisation Pin (Trusted ANI only)

Auto Attendant options

- *22** Record your auto attendant message/menu for callers
- *23** Playback your auto attendant message/menu
- *24** Activate the auto attendant service on your line
- *25** Deactivate the auto attendant service on your line

Conferencing options

- *40** Activate conferencing for my number (turn into conference room)
- *41** Deactivate conferencing for my number
- *42** Access your own conference room

Group Pickup options

- *88** Group Pickup

- *89** Directed Group Pickup
- *89x** Directed Group Pickup (with specified pickup number)
- Other options**
- *61** Call Waiting Activation
- *81** Call Waiting Deactivation
- *69** Call Return (Call back your last caller)
- *66** Last Number Redial
- *51** Who last called me?
- *37xxx** Set Authorisation Pin Code
- *37** Remove Authorisation Pin Code (no digits after *37)
- *74x** Program Speed Dial 8 (x can be 2-9)
- *52** Toggle to activate/deactivate myPBXNOWvoicemail system
- *54n** Set Call Diversion Timer where 'n' is number of seconds

Feature codes during a call

- ##** Perform a 'blind' transfer to another number (if not disabled)
- #0** Perform an 'attended' transfer to another number (if not disabled)
- *1** Start/Stop a manual recording of a call (if not disabled)
- *0** Disconnect from a call

NOTE: Not all myPBXNOW features can be setup using star codes.

Q. I can't be bothered remembering star codes – is there an easier way?

A. Yes - you can use the IVR menu for features. Simply dial *99 and listen to the prompts. Or you can log into myPBXNOW live and change your settings online.

Q. How do I check my voicemail?

A. There are two ways to access your voicemail

1. By telephone

Dial *55 to access Voicemail Portal from your myPBXNOW phone. If you're away from your phone you can use Remote Access to enter the Voicemail Portal.

2. Online

Log into myPBXNOW live and select Messages from the menu. You can also have voicemails forwarded to an email address of your choice – configure this in the Voicemail Service option in your myPBXNOW Settings screen. Messages will be sent as .wav attachments to the email and will normally play in Windows Media Player or similar software.