








Making Calls

- Domestic phone number** Dial the 10 or 11-digit phone number.
- International phone number** Dial **011**, then the country code and phone number.
- Emergency call** Dial **911**.
- Instant Second Line**  When you have an active call, press the **Flash** key on your phone and you'll get a new Ooma dialtone to make another call.
- Three-Way Conferencing**  Dial ***3** to conference two active calls together.



Receiving Calls

- Answering a call** Pick up your phone when it rings.
- Answering call waiting** Press the **Flash** key on your phone when you hear the call waiting tone. Press the **Flash** key again to return to the original call.


Protecting Your Privacy

- Block your caller-ID** Dial ***67**, then dial the number.
- Unblock your caller-ID** Dial ***82**, then dial the number.
- Enhanced Caller-ID**  See the name and phone number of the caller on your home phones when you receive a call.
- Block telemarketers**  Instantly block close to 1 million phone numbers associated with telemarketers and spammers. Get started at my.ooma.com/blacklists
- Do Not Disturb**  Need some peace and quiet? Press and hold the  button or dial ***78** on your phone and all your calls will roll straight to voicemail. To deactivate Do Not Disturb, press and hold  again or dial ***79**.




Vicemail Basics

- Set up voicemail** Pick up your phone and press the  key on the Ooma device. Follow the voice instructions.
- New message indication** When you have new voicemail messages, the  key will blink.
- Changing voicemail settings** Pick up your phone and dial your own phone number. Select **Option 2** from the main menu.


Listening to Messages

- Listening on the Ooma device** Press the  key on the Ooma device.
- Listening on your home phone** Pick up your home phone and dial your own phone number.
- Listening on a remote phone** Dial your own phone number. When the call rolls to voicemail, press the **★** key and enter your voicemail PIN.
- Listening from a web browser** Go to my.ooma.com in your browser and log in.
- Listening on a smartphone** Download the **Ooma mobile app** and log in.

Advanced Voicemail

- Voicemail Monitoring**  Listen in through the speaker in your device as callers leave their voicemail. If you decide to take the call, just pick up your home phone.
- Send to Voicemail**  Press the  button when the phone rings to send a call straight to voicemail.

Mobility

- Mobile app** Download the **Ooma mobile app** for iOS or Android devices and make free domestic calls on the go.
- Multi-Ring**  Forward incoming calls to a remote number (such as a cell phone) or to your **Ooma mobile app**.