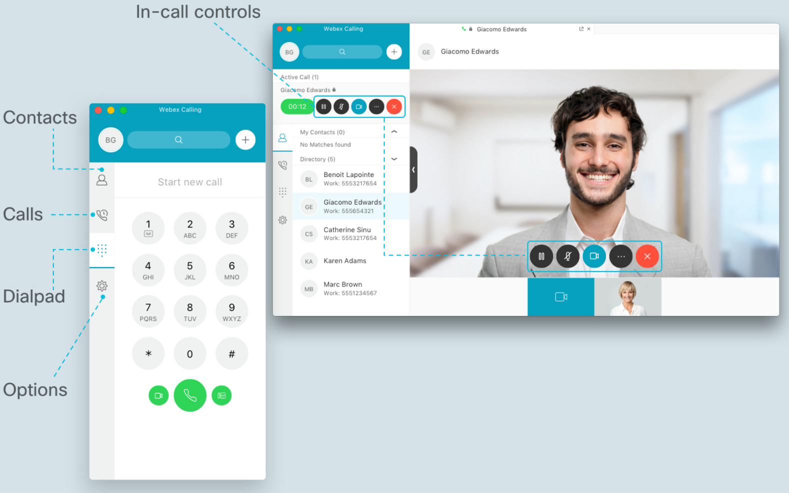
Cisco Webex
Calling

Business Calling Simplified

With Cisco Webex Calling, you can manage all your work related communication from one convenient application.


In-call controls

Contacts

Calls

Dialpad

Options

Webex Calling
BG
Start new call
1
2 ABC
3 DEF
4 GHI
5 JKL
6 MNO
7 PQRS
8 TUV
9 WXYZ
*
0
#
Webex Calling
BG
Active Call (1)
Giacomo Edwards
00:12
My Contacts (0)
No Matches found
Directory (5)
Giacomo Edwards
GE
Giacomo Edwards

BL Benoit Lapointe
Work: 5553217654

GE Giacomo Edwards
Work: 555654321

CS Catherine Sinu
Work: 5553217654

KA Karen Adams

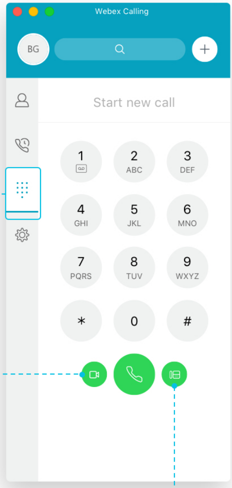
MB Marc Brown
Work: 5551234567

Call Colleagues and Others

Make a call to a coworker
or any other type of phone

Click ⠿ and then enter someone's name or number.

number or contact.


Webex Calling
BG
Start new call
1
2 ABC
3 DEF
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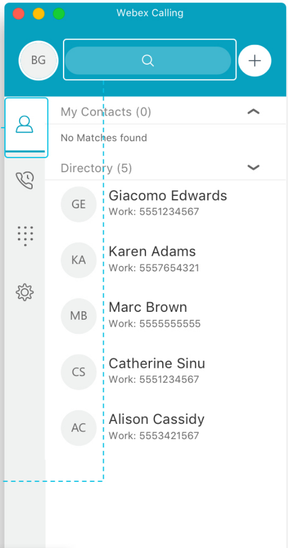
5 JKL
6 MNO
7 PQRS
8 TUV
9 WXYZ
*
0
#

Click 📹 to share your video during the call.

Click ☎ to make the call from your desk phone or other device.

Or, click 👤 to call someone from your contacts list.


Webex Calling
BG
My Contacts (0)
No Matches found
Directory (5)

GE Giacomo Edwards
Work: 5551234567

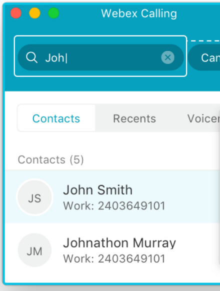
KA Karen Adams
Work: 5557654321

MB Marc Brown
Work: 5555555555

CS Catherine Sinu
Work: 5551234567

AC Alison Cassidy
Work: 5553421567

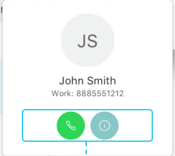
Click 🔍 to search your contacts, recents and voicemail.


Webex Calling
Joh|
Cancel
Contacts
Recents
Voicer

Contacts (5)

JS John Smith
Work: 2403649101

JM Johnathon Murray
Work: 2403649101

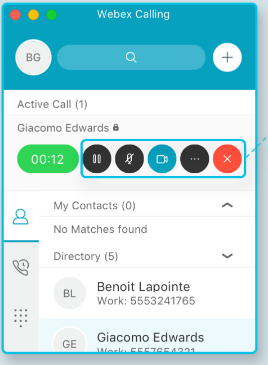


John Smith
Work: 8885551212

Click on a contact to see their information and calling choices.

Convenient Call Controls

Manage your calls with easy to access in-call controls.


Webex Calling
BG
Active Call (1)
My Contacts (0)
Directory (5)

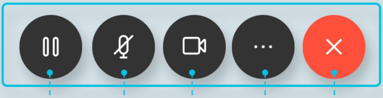
Giacomo Edwards

00:12

No Matches found

Benoit Lapointe
Work: 5553241765

Giacomo Edwards
Work: 5557654321



Hold

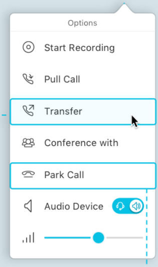
Mute

Start Video

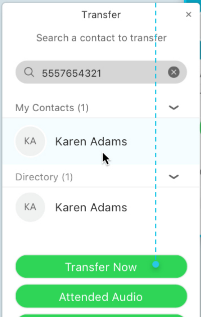
More Options

End Call

Click ··· to see other call features.


Options
Start Recording
Pull Call
Transfer
Conference with
Park Call
Audio Device

Click ☎ to Transfer your call.

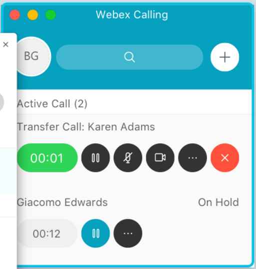

Transfer
×
My Contacts (1)
Directory (1)
Transfer Now
Attended Audio
Attended Video

Search a contact to transfer

5557654321

KA Karen Adams

KA Karen Adams


Webex Calling
BG
Active Call (2)

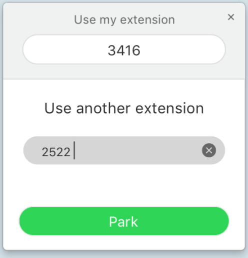
Transfer Call: Karen Adams

00:01

Giacomo Edwards On Hold

00:12

Or click ☎ to Park it.



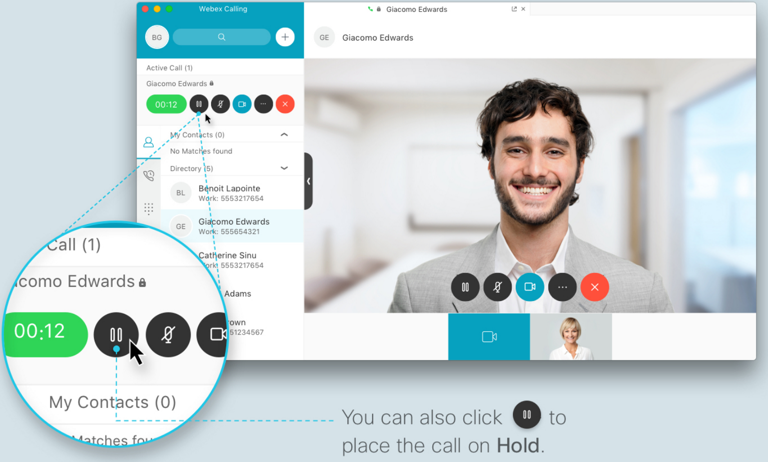
Use my extension

3416

Use another extension

2522

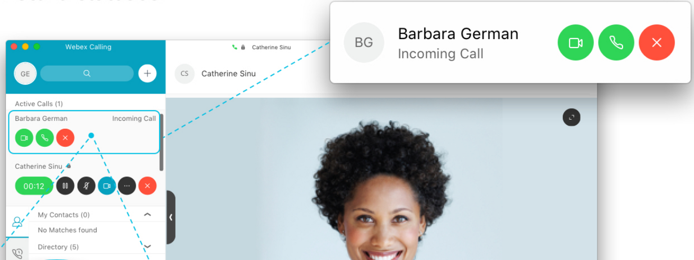
Select **Use my extension** and enter the extension you want to park the call to.

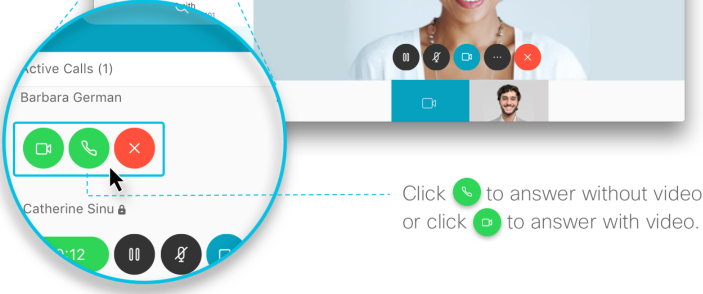

Webex Calling
BG
Giacomo Edwards
GE
Active Call (1)
Giacomo Edwards
00:12
My Contacts (0)
No Matches found
Directory (5)
BL
Benoit Lapointe
Work: 5553217654
GE
Giacomo Edwards
Work: 555654321
Catherine Sinu
Work: 5553217654
Adams
own
51234567
Call (1)
como Edwards
00:12
My Contacts (0)
Matches fou

You can also click ⏸ to place the call on **Hold**.

Manage Incoming Calls

Handle multiple callers with call notifications, **Call Forwarding** and **Do Not Disturb** statuses.

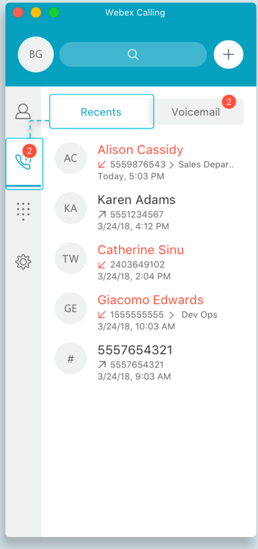

BG
Barbara German
Incoming Call
Webex Calling
GE
Catherine Sinu
CS
Active Calls (1)
Barbara German
Incoming Call
Catherine Sinu
00:12
My Contacts (0)
No Matches found
Directory (5)


ctive Calls (1)
Barbara German
Catherine Sinu
:12

Click ☎ to answer without video, or click 📹 to answer with video.

Review Call History and Voicemail

Take a look at your calls or listen to your voicemail.


Webex Calling
BG
Recents
Voicemail
2
2

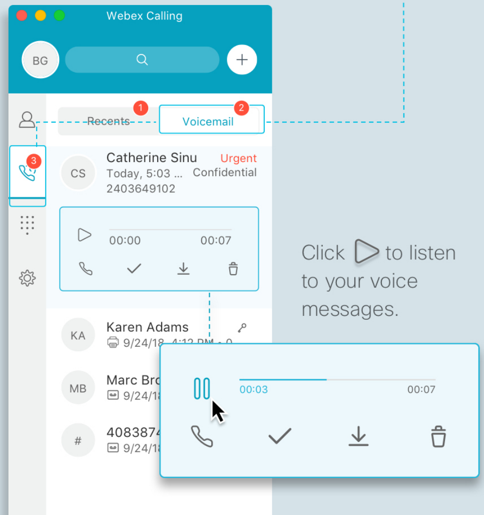
AC **Alison Cassidy** 5559876543 > Sales Depar.. Today, 5:03 PM

KA **Karen Adams** 5551234567 3/24/18, 4:12 PM

TW **Catherine Sinu** 2403649102 3/24/18, 2:04 PM

GE **Giacomo Edwards** 1555555555 > Dev Ops 3/24/18, 10:03 AM

# **5557654321** 5557654321 3/24/18, 9:03 AM


Webex Calling
BG
Recents
1
Voicemail
2
3
00:00
00:07
00:03
00:07

CS **Catherine Sinu** Urgent Today, 5:03 ... Confidential 2403649102

KA **Karen Adams** 9/24/18, 4:12 PM - 0

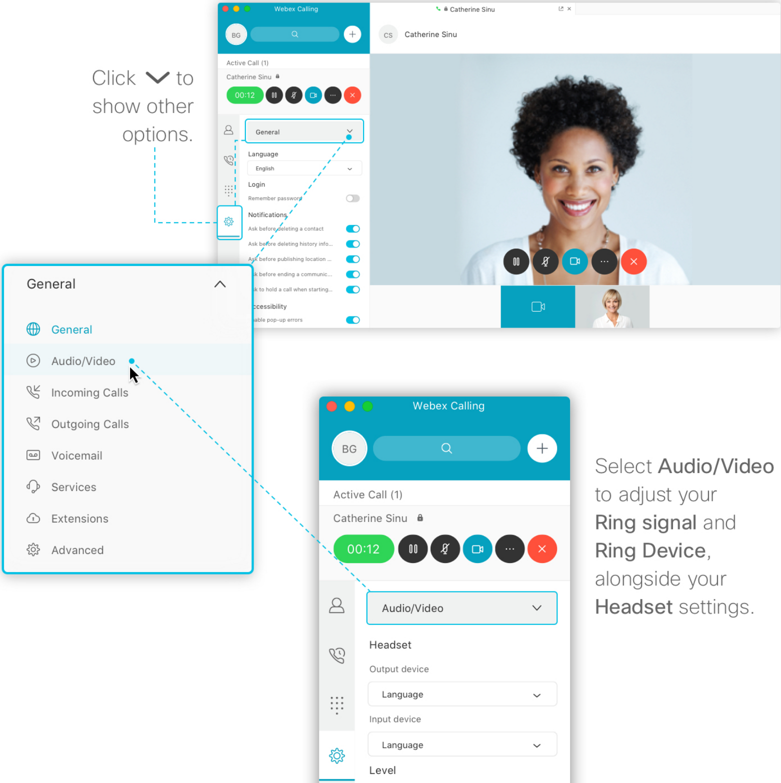
MB **Marc Bro** 9/24/1

# **408387** 9/24/1

Click ▷ to listen to your voice messages.

Set Up Audio and Video Settings

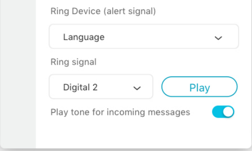
Navigate to ⚙ **Options** to set up and manage your **Audio/Video** settings and more.



Click ⌄ to show other options.

Select **Audio/Video** to adjust your **Ring signal** and **Ring Device**, alongside your **Headset** settings.

Webex Calling
BG
Catherine Sinu
CS
Active Call (1)
00:12
General
Language
English
Login
Remember password
Notifications
Ask before deleting a contact
Ask before deleting history info...
Ask before publishing location ...
Ask before ending a communic...
Ask to hold a call when starting...
Accessibility
Enable pop-up errors
General
Audio/Video
Incoming Calls
Outgoing Calls
Voicemail
Services
Extensions
Advanced
Audio/Video
Headset
Output device
Language
Input device
Language
Level



Ring Device (alert signal)

Language

Ring signal

Digital 2

Play tone for incoming messages

Try the new call features today.

Cisco Webex

Calling

cs.co/CollabHelp

3/28/19