

# Inbound Calls

## Do Not Disturb

### Setting Your Phone To Do Not Disturb

You can easily avoid interruption by setting your phone to do not disturb. This will send your calls directly to your voice-mail or play a busy tone without your phone ringing.

#### Quick Guide

1. Log into <https://now.tel2.co.uk> > select the number you want to use **Do Not Disturb** with.
2. Select **CloudPBX > Inbound Call > Do Not Disturb**.
3. Click box to **Enable Do Not Disturb Service**.
4. Click box to **Play Busy Tone**, if not selected the caller will be diverted to voicemail.
5. Click **Save settings** to update.

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Automatically forward calls to voicemail or play busy tone if you do not wish to be disturbed

☐ Enable Do not Disturb Service

Select the time schedule for do not disturb:

- ✓ At all times
- During Work Hours
- Outside of Work Hours
- During Available Hours
- Outside Available Hours
- During User Defined Hours
- Outside User Defined Hours

ing caller to your Voicemail

**Note:** You are able to select an option for when you want this function to be active.

☐ Play Busy Tone instead of diverting caller to your Voicemail

Save settings

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