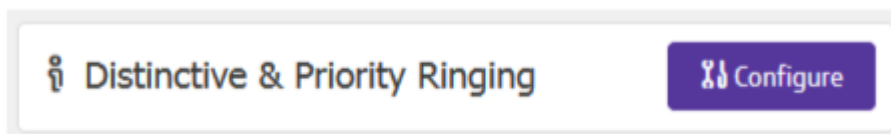# Cloud Voice –
Distinctive and priority ring

1 What is it?

Set your phone to ring with a different ring for certain numbers so you easily tell where a call's coming from. You set it for up to 12 numbers.

2 How do I set it up?
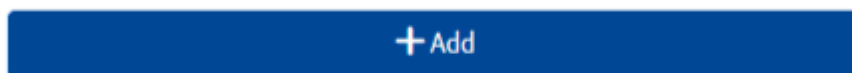
1. Login to the BT Cloud Voice portal
2. Select **Employees**
3. Select **Features** from the menu on the left hand side
4. Select **Call Control** and scroll down to '**Distinctive & Priority Ringing**'

5. Click **Configure**

6. To add a new 'Rule' click the **'+ Add'** button

7. To edit an existing 'Rule' click on the description of the rule

8. To turn a 'Rule' on or off slide the '**On/Off'** button

9. To delete a 'Rule' check the tick box and click the '**x Delete'** button

* **Description**

test

Time Schedule

Every Day All Day (Employee)

Phone Numbers

Use Phone Numbers

Specific Numbers

Maximum Allowed

12

Add Phone Number

Telephone Number   +

	Phone Number

No Numbers Have Been Added Yet

✓ Save

⊘ Cancel

10. When adding a new 'Rule'

   ○ Type a description of the rule in the '**Description**' box

   ○ Select a '**Time Schedule'**

   ○ To add a number, type the number into the '**Add Phone Number'** field and click the ➕ button

- o To delete a number check the tick box next to the number and click the 'x Delete' button

- o To delete all numbers check the tick box in the header bar and click the 'x Delete' button

11. Click '**Save**'