



# Cloud Voice – Remote Office

## 1 What is it?

With Remote Office you can use any phone as your business phone. So you could set your hotel phone to be your business phone, for example.

When you make calls from the remote phone, your BT Cloud Calling Line Identity will show to the person you're calling (if CLI is available on that line). Also, any calls to your business phone number will also ring on your remote phone.

### Incoming calls

- Incoming calls to your Cloud Voice number are automatically forwarded to the 'Remote Office' phone

### Outgoing calls

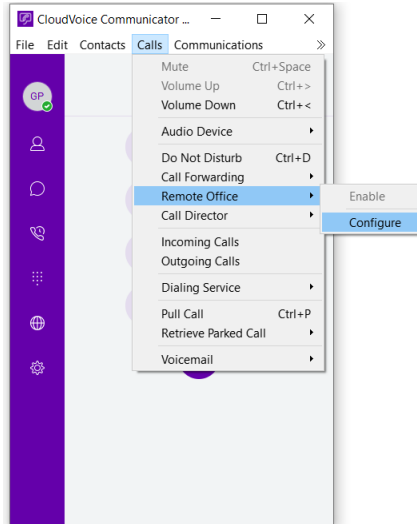
- Outgoing calls are always made from a BT Cloud Voice application (BT Cloud Voice Communicator) and not from the 'Remote Office' device
- When you dial the number you want to call, you'll receive an incoming call on the 'Remote Office' device
- As soon as you answer the incoming call, an outgoing call is made to the number dialled on BT Cloud Voice
- The called number will see your BT Cloud Voice CLI (if delivered) on their phone

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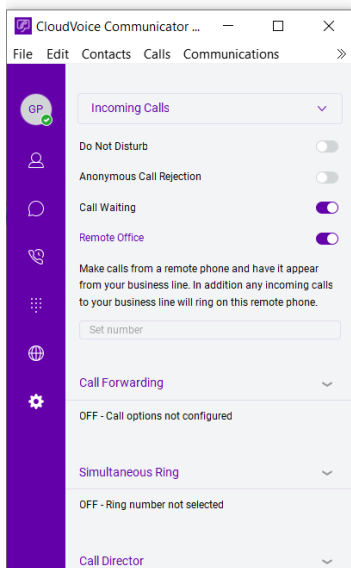
## 2 Configuration & Usage

### To configure it from the BT Communicator desktop

From the application, click on **Calls** on the header bar and select **Remote Office** and **Configure**



Switch **Remote Office** on and enter the required number in the **Set Number** field

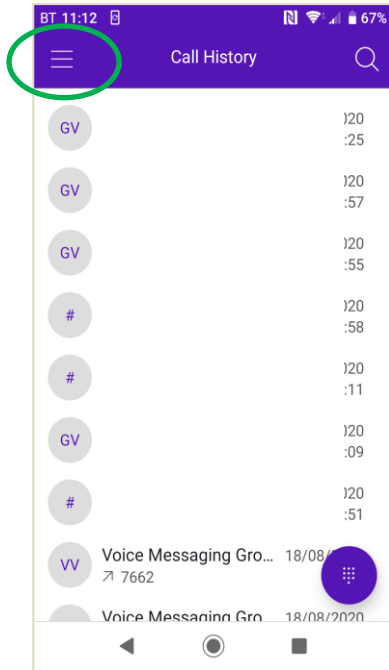


Remote Office is now enabled.

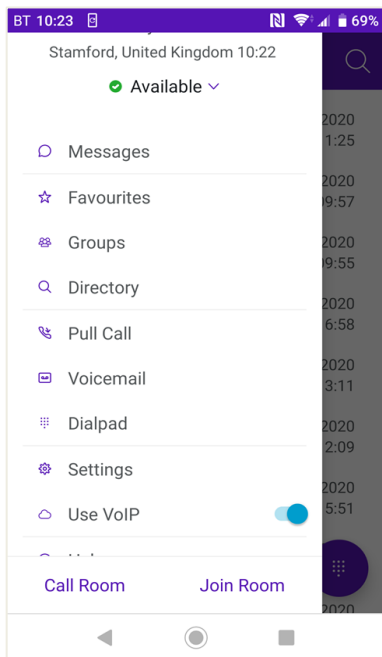
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## To configure it from the BT Communicator mobile app

Select the **menu option** from the main screen

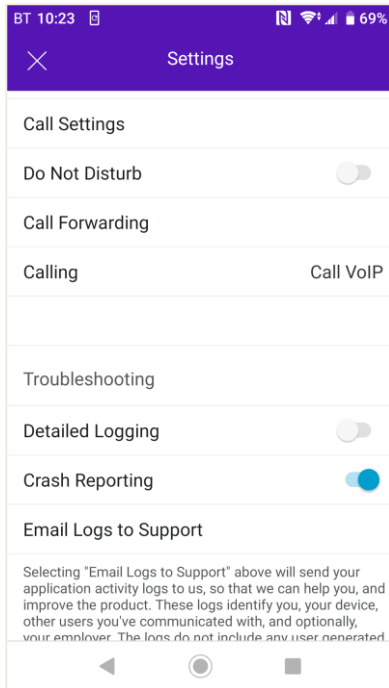


Select **Settings** from the menu options

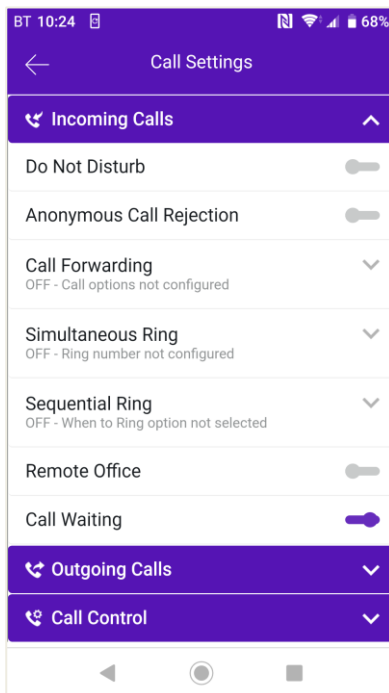


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## Select Call Settings

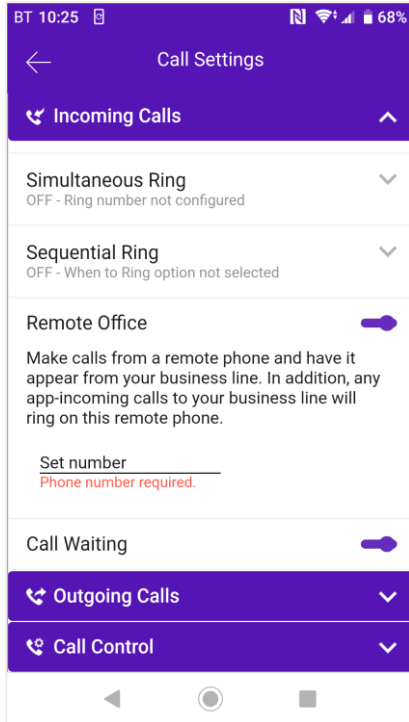


## Select Incoming Calls



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Turn **Remote Office** on and enter the required number in the **Set Number** field



Remote Office is now enabled.