

Call Sequence Settings - Cont'd

Change Existing Call Sequence Settings

1. To make any changes to your existing call sequence list, click **Call Sequence** on the Phone Central Find Me menu.
2. To **add a phone number** to your existing call sequence list, click **Add**. Populate the **New Number Information** fields described below. The **Order** field determines the order in which the phone numbers in the list will be dialed. If more than one phone number shares the same order number, then all of the phone numbers in that group will be dialed simultaneously.
3. To **delete a phone number** from your existing call sequence list, select the number you want to delete and click **Delete**. At the **Confirm Delete Screen**, click **Yes**, then click **Save**.
4. To **edit a phone number** from your existing call sequence list, select the phone number and click **Edit**. When you have finished making changes, click **Accept**, then click **Save**.

Call Sequence Fields

Number to Dial - the 10-digit phone number you would like Find Me to call. The same phone number may be listed multiple times in the Call Sequence list.

Verify - select Yes if you want like Find Me to verify you are present when the call is answered (as opposed to voice mail, answering machine or another individual answering the call).

Wait for Answer Seconds - enter the maximum number of seconds Find Me should attempt to call this number before it moves on to the next number in the call sequence. Three rings take approximately eighteen seconds.

Call Seconds Delay - enter the number of seconds you want Find Me to wait before beginning to dial the number. For example, if want Find Me to call two numbers in the first call sequence simultaneously, you should set the Call Seconds Delay to zero.

A call to your home can ring you anywhere!

Let Find Me Follow You

Calls to your home can also ring your office, your cell phone, up to six phone numbers of your choosing.

You Decide How and When it Works

Set it to call different phone numbers one by one, all at once, and in any order you choose.

Simple Set Up

Our easy-to-use wizard will help you set up and manage your Find Me settings.

Manage Settings Anytime or Anywhere

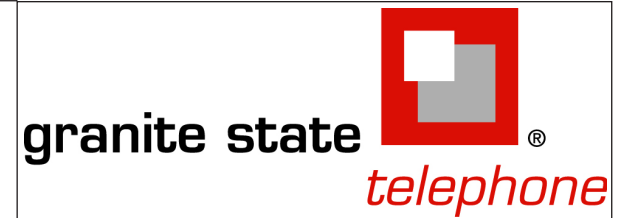
You can manage your settings anytime or anywhere using your phone, PC desktop or over the Web.



Granite State Telephone
PO Box 87
Weare, NH 03281
603-529-9911

www.GraniteStateTelephone.com

GSInet
Granite State Long Distance



Find Me

User Guide

Manage Find Me By Phone

Use our Find Me administration number to turn Find Me on or off, record your name announcement, or change your PIN. See instructions below and use the space provided to write down the administration number. Your PIN will be a default of four zeros (0000) until you change it.

You will need to record your name announcement during the initial set up of Find Me in order for the service to function.

1. Dial the administration number for the Find Me service.
2. Enter your Subscriber Number (10-digit telephone number).
3. Enter your Find Me PIN.
4. **To record your name announcement**, press 3, record your name, and press the # key when finished.
5. **To turn the service on/off**, press 1.
6. **To change your Find Me PIN**, press 5, enter your new PIN, then reenter your new PIN to verify the change.



Administration Number

Obtain the following number from Granite State Telephone Customer Care at the time of provisioning:

Administration number: _____

If you need assistance while using Find Me, please call 603-529-9931 or 1-800-559-9939 (Inside NH).

Manage Find Me With Phone Central

Phone Central allows you to manage Find Me settings from your PC. Use it to configure call sequence settings and manage personal configuration settings.

Phone Central Settings Sign In to Phone Central

1. At the Phone Central User ID and Password prompt, enter your 10-digit telephone number as your User ID, and your Phone Central password.
2. Select **Click here to SignIn**.

Change Your Phone Central Password

1. Select **Settings** on the left side of the Phone Central application.
2. Select **Change Password**.
3. Enter and confirm your new password.
4. Click **Save**.
5. Select **Ok** at the Save Complete window.

Change Your Preferences

1. Select **Settings** on the left side of the Phone Central application.
2. Select **Preferences**.
3. Check **Start Visible** if you would like the login screen to be displayed when you start your PC.
4. Check **Run At Startup** if you would like Phone Central to start automatically when you turn on your PC. If you check **For Everyone**, Phone Central will start automatically when anyone logs onto your PC. If you check **For Just Me**, Phone Central will start automatically when you log onto your PC only.

Phone Central Find Me Settings

Change Your Find Me PIN

1. In Phone Central, open the Find Me menu.
2. Click **Settings**.
3. Enter your new PIN in the **PIN** field.
4. Click **Save**.

Enable/Disable Find Me

1. In Phone Central, open the Find Me menu.
2. Click **Settings**.
3. Check the **Enable Service** box to enable the service. Uncheck the **Enable Service** box to disable the service.
4. Click **Save**.

Enable/Disable Searching for Party Announcement

1. In Phone Central, open the Find Me menu.
2. Click **Settings**.
3. Check the **Play Searching for Party Announcement** to announce to the caller that the service is looking for you. Uncheck the box to not play the announcement.
4. Click **Save**.

Call Sequence Settings

Within Phone Central, you may setup or change the list of phone numbers Find Me will dial while trying to locate you by clicking **Call Sequence**. For initial setup, the **Find Me Setup Wizard** will display automatically.

Initial Setup - Find Me Setup Wizard

1. From the **Setup Wizard Welcome** screen, click **Next** to continue to the **Numbers To Call First** screen.
2. The **Numbers To Call First** screen is used to define the phone number(s) that should be simultaneously dialed first in the call sequence.
3. If you want Find Me to dial all of your phone numbers at the same time, you may enter up to six numbers in this list.
4. To add a number to the **Call First List**, populate the **New Number Information** fields as described on the back of this panel, and click **Add**.
5. Click **Next** to move to the **Numbers to Call Second List**. Populate the **New Number Information** fields for your second call sequence. The numbers entered in this screen will be simultaneously dialed after the numbers entered in the Numbers To Call First screen.
6. **Subsequent screens** (Numbers To Call Third, etc.) will follow this pattern until the **Skip To End** button is pressed or a total of six phone numbers have been entered in the Numbers To Call screens.
7. At the **Completing the Find Me Setup Wizard** screen, review your call sequence settings.
8. Select **Finish** if you are satisfied with your settings. To edit your settings, select **Back**.
9. At the Call Sequence main screen, select **Save** to save your call sequence settings.

(Call Sequence Settings continued on back panel)

For video demos on how to manage Find Me settings using Phone Central or ManageMyPhone.com, visit www.GraniteStateTelephone.com/demos.