

Hosted PBX by Golden West

Configuring User Answering Rules

Answering rules define how calls to this extension are handled. To configure answering rules for the selected user:

1. From the Users page, click the **Answering Rules** tab. A page similar to the following appears.



2. Use the **Ring for** drop-down list to select the maximum number of sounds that incoming calls ring for this user before the system routes the call to the user's voicemail or the **Forward if Unanswered** option, if configured.
3. From this page, you can:
 - Allow or block calls for this user.
 - Add answering rules for this user.
 - Change the active rule for this user.
 - Edit answering rules for this user.
 - Deleting answering rules for this user