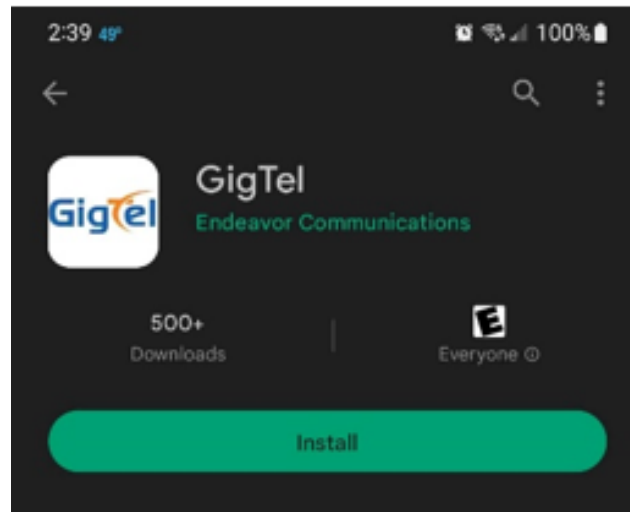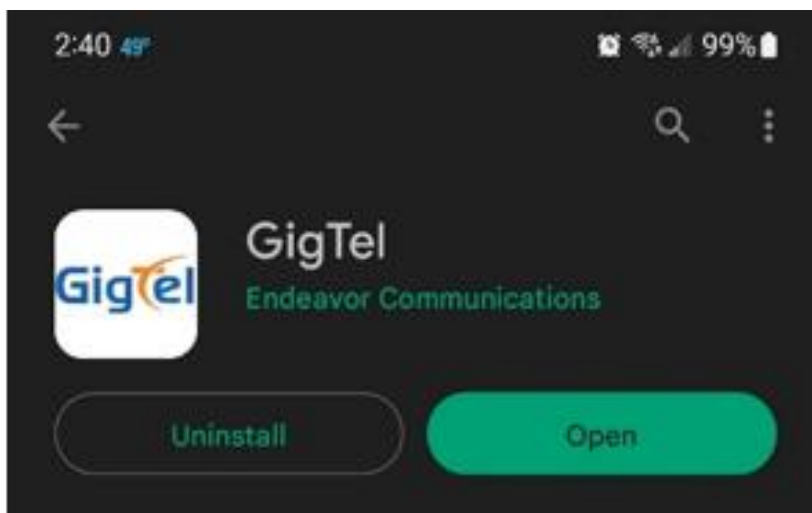GigTel Android APP User Guide
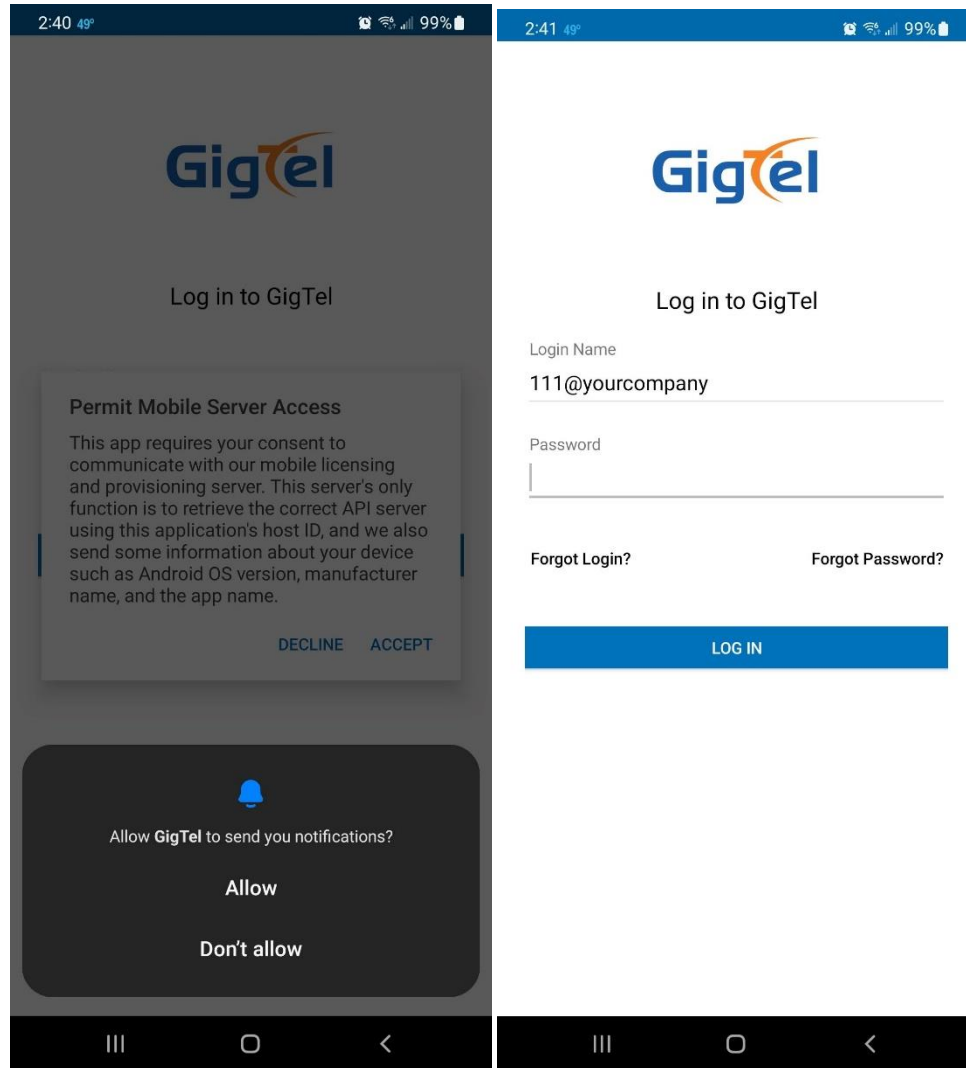
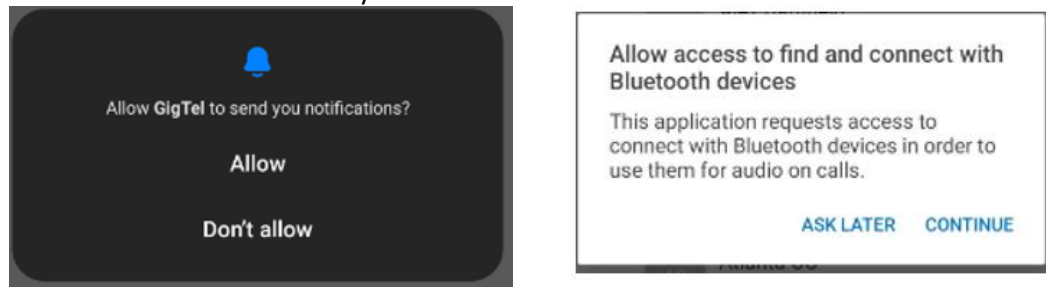1. In the Google Play Store download the GigTel App by searching "GigTel".

2. Once installed, launch the GigTel Mobile App from inside the Google Play Store or the new home screen icon:

3. Login into the App with the Username (that was sent to you) and the Password you created for your Portal Access.
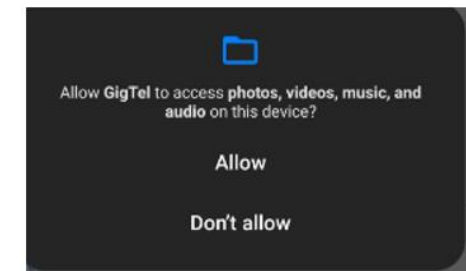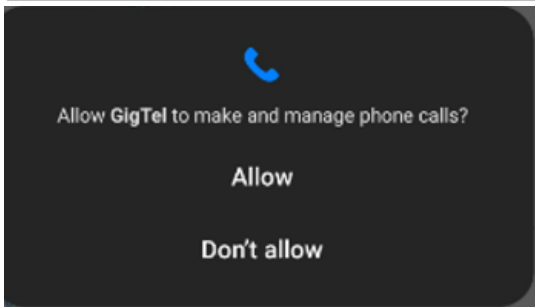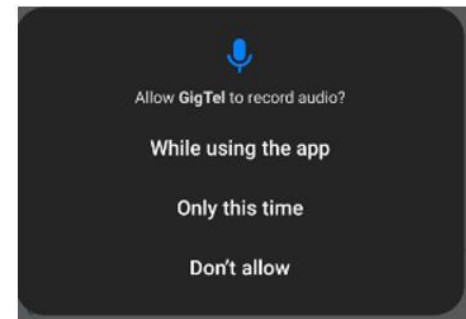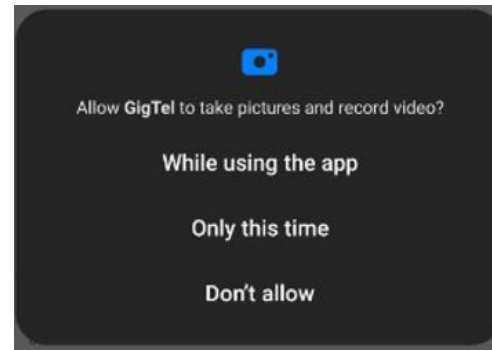

a. At initial launch of the GigTel Mobile App, you will see several prompts to allow the app access to different features of your device.
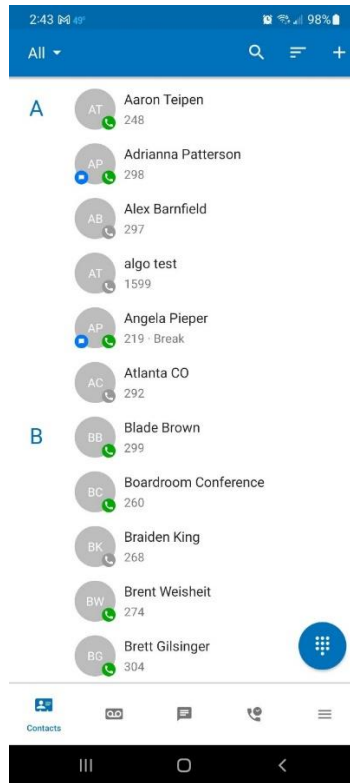
Allow Phone Contacts And Phone Numbers Access

This application requests access to your phone contacts to permit calling and texting your local contacts. When doing so, the phone number is sent securely to our API, which then routes the call or text message accordingly. Phone contacts are retained, but no associated names, emails, or personally identifiable information is stored. When logs are sent to the development team, phone numbers can sometimes be present, but are only used for troubleshooting.
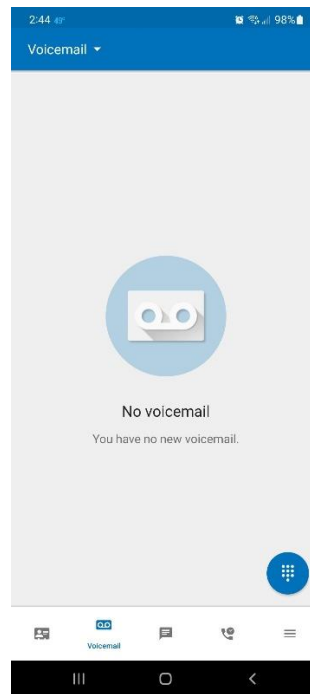
ASK LATER   CONTINUE

Allow **GigTel** to take pictures and record video?

While using the app

Only this time

Don't allow

Allow **GigTel** to find, connect to, and determine the relative position of nearby devices?

Allow

Don't allow

Allow **GigTel** to record audio?

While using the app

Only this time

Don't allow

Allow **GigTel** to make and manage phone calls?

Allow

Don't allow

Allow **GigTel** to access **photos, videos, music, and audio** on this device?
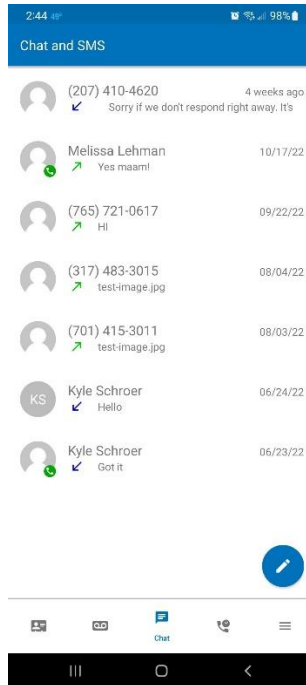
Allow

Don't allow

    b.   Once you are logged in you will see the home screen with your contacts/ other users on your system. (Last name and extensions are removed in the example below)
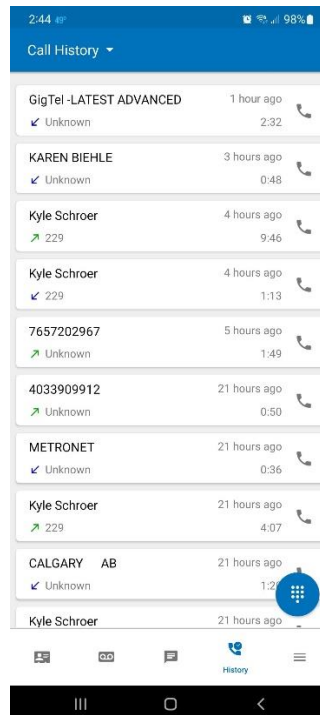
c. You can check your voicemails: select the Voicemail button at the bottom of the screen.
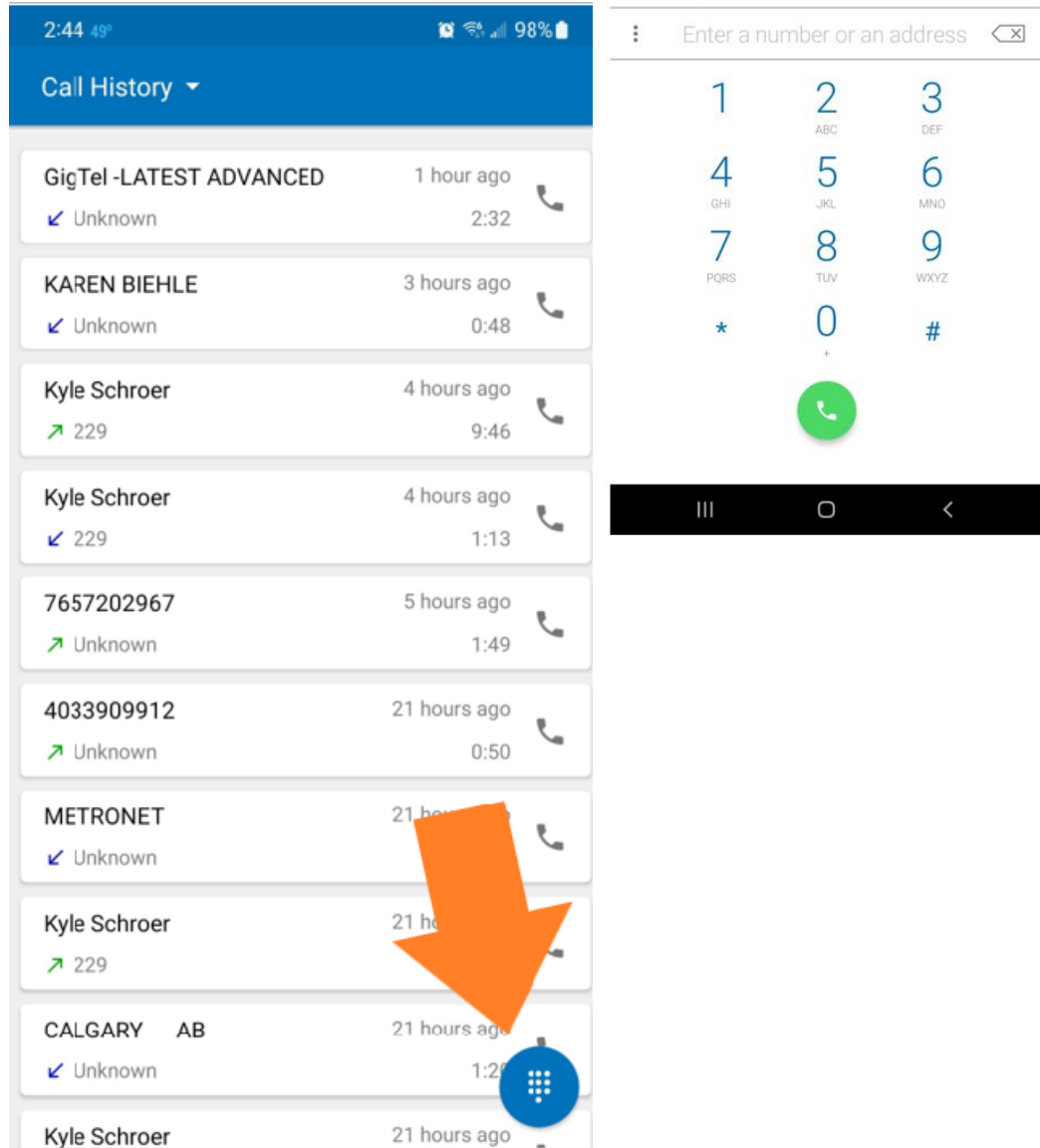
d. You can direct message other users that have the app, on your system. This is located at the bottom of the screen next to the Voicemail button.

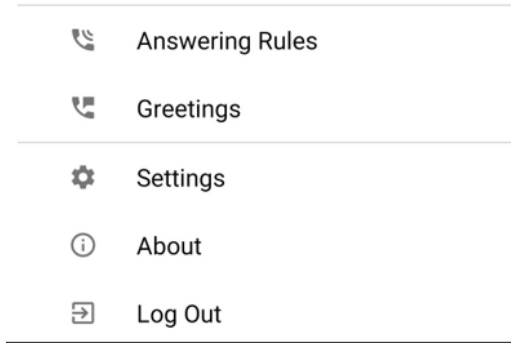e. You can check your call history, by selecting Call History at the bottom of the screen as well.

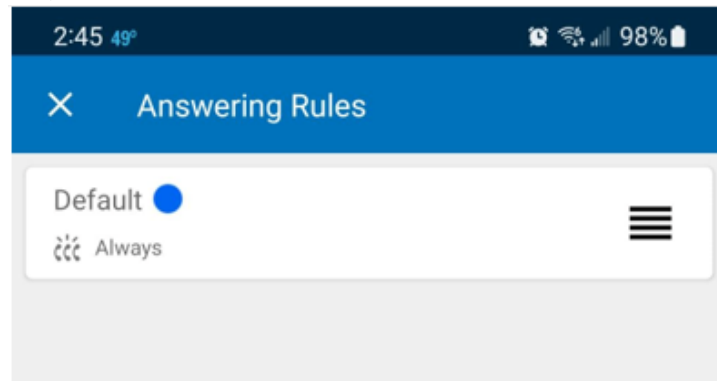f. The blue circle in the lower right of the screen is the dial pad.

i. This will allow you call out and have the company's main number display on the receiving ends caller ID.

ii. You can also dial extension to extension through this app.

g. The three lines next to call history are your personal account settings.

📞	Answering Rules
📞	Greetings
⚙	Settings
ⓘ	About
↪	Log Out

i. You can select answering rules. (You can't create answering rules through the app, this must be done through the portal first, but you can set which existing rule is active.)

ii. You can select/ create new greetings.