

Webinterface VoIP-Telephone

1. Webinterface Basics

1.1 Prerequisites

Anyone with a FH Graubünden landline number can use the web interface for VoIP telephones. The web interface can be used with all common Internet browsers (Internet Explorer, Firefox, Chrome and Safari).

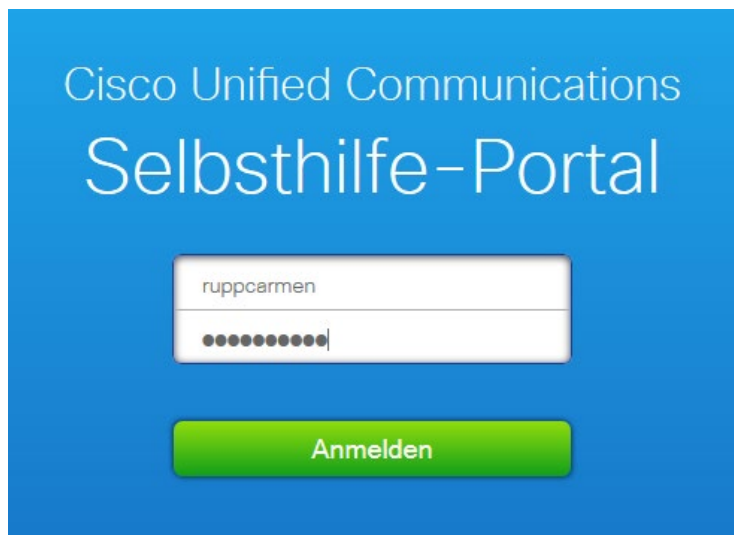
1.2 Access

The web interface can be accessed from anywhere. Internally it can be accessed without a VPN, externally a VPN connection to the FH Graubünden is required. There is no difference whether it is accessed internally or externally.

2. Operation of the Webinterface

2.1 Log in

Open the link <https://calmgr01.fhgr.ch/ucmuser/> and log in with your FHGR account data.

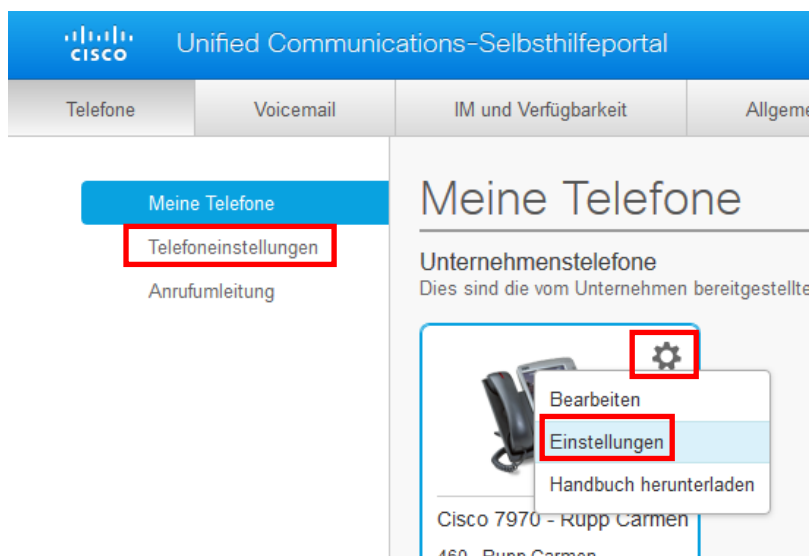


2.2 Telephones (*Telefone*) tab

2.2.1 Opening Phone Settings (*Telefoneinstellungen*)

The phone settings can be opened in two ways:

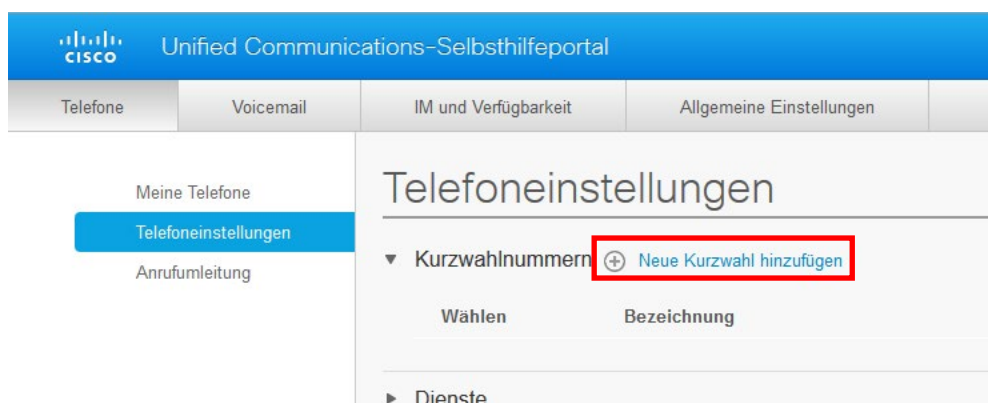
1. Click on "Phone settings" (*Telefoneinstellungen*) in the navigation on the left.
2. In the "My phones" area (*Meine Telefone*), click on the cogwheel and select the "Settings" (*Einstellungen*) option.



2.2.2 Speed dial numbers

Existing entries can be edited or new entries created under "Speed dial numbers" (*Kurzwahlnummern*).

To create a new entry, click on "Add new speed dial" (*Neue Kurzwahl hinzufügen*).



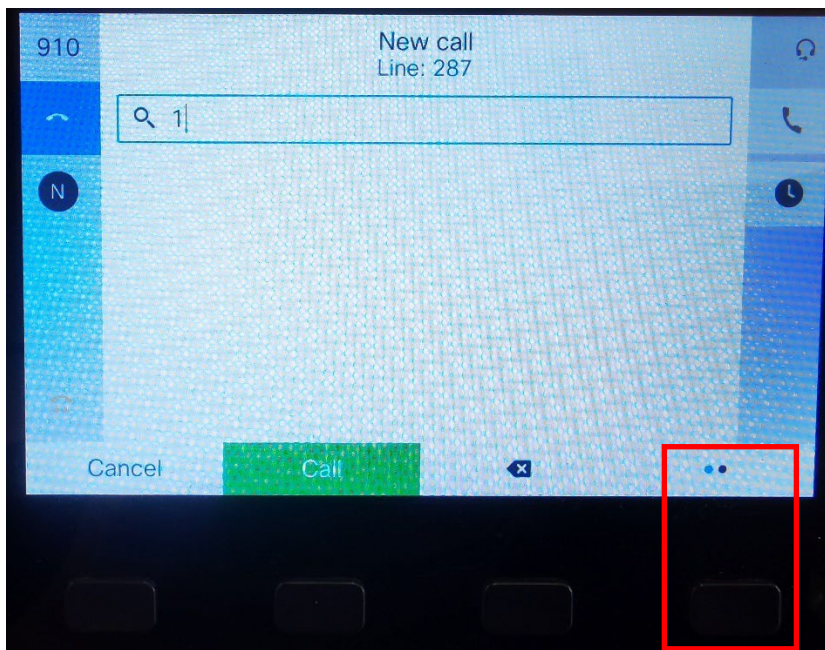
Enter the telephone number, the name and the speed dial number (1-199) in the new window and click on "Save" (*Speichern*).

Attention: For cell phone numbers and external phone numbers, the 0 must be entered before the phone number.

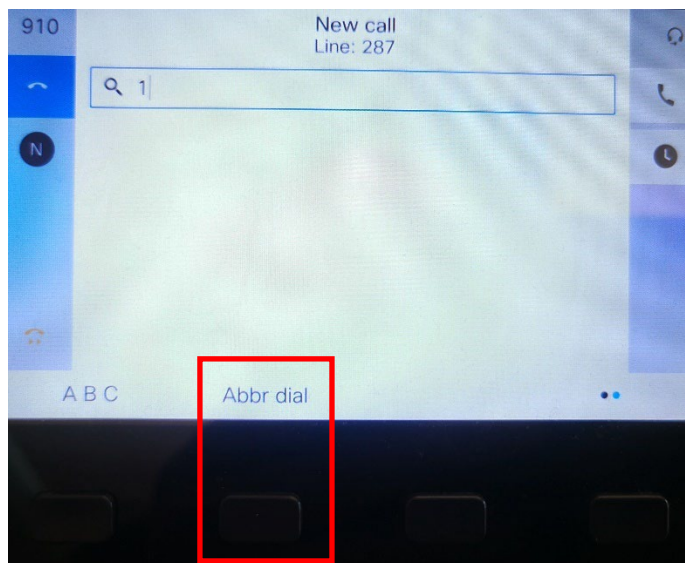
The entries can be edited using the pencil (1.) and deleted using the cross (2.).

Wählen	Bezeichnung	Nummer
1	Natel	00791234567

To use speed dialling, enter the corresponding speed dialling code on the telephone and switch to the second menu.



Press the "Abbr dial" option on the second menu page and the saved speed dial is called.



2.2.3 Services (*Dienste*)/Ringer Settings (*Ruftoneinstellungen*)/Voicemail notification settings (*Voicemail-Benachrichtigungseinstellungen*)

These three options are locked and cannot be changed.

2.2.4 Call log

Under "Call log" (*Anrufprotokoll*), you can select whether or not to log missed calls for the telephone number.

To do this, deactivate or activate the checkbox next to the telephone number.

Telefonnummer	Anrufe in Abwesenheit protokollieren
460	<input checked="" type="checkbox"/>
293	<input checked="" type="checkbox"/>

2.2.5 Telephone contacts

Contacts in the personal address book can be edited or created under "Phone contacts" (*Telefonkontakte*).

To create a new entry, click on "Create new contact" (*Neuen Kontakt erstellen*).

▼ Telefonkontakte

Suche...

Anzeigename	Nachname	Vorname
Neuen Kontakt erstellen		

Enter the required and desired details in the new window and click on "Save" (*Speichern*).

Neuen Telefonkontakt hinzufügen

Info zum Kontakt

Anzeigename* Support

Vorname Support

Nachname HTW

E-Mail support@htwchur.ch

Kontaktmethoden

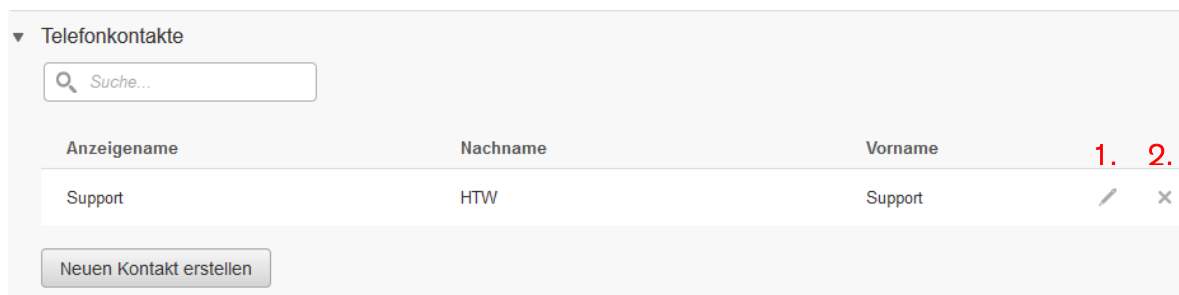
Büro 00812863910

Privat 00812863910

Mobiltelefon 0079124567

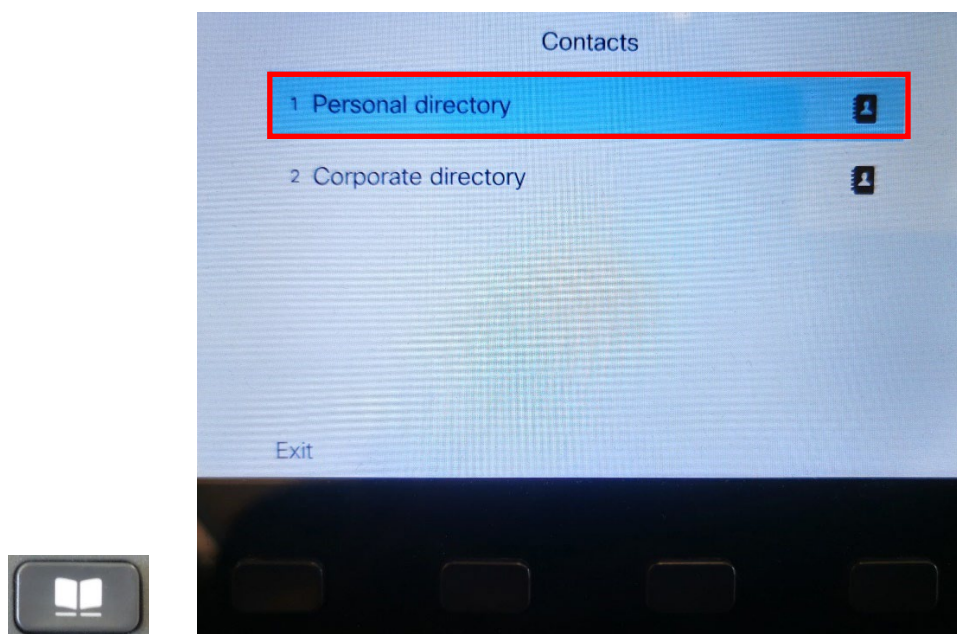
*Erforderlich **Speichern** Abbrechen

The entries can be edited using the pencil (1.) and deleted using the cross (2.).

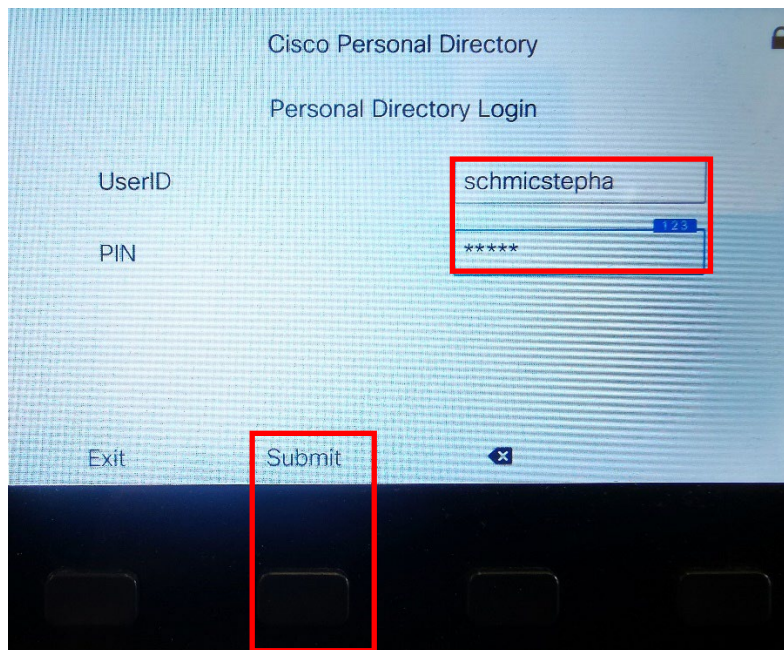


The personal address book can be accessed on the phone as follows:

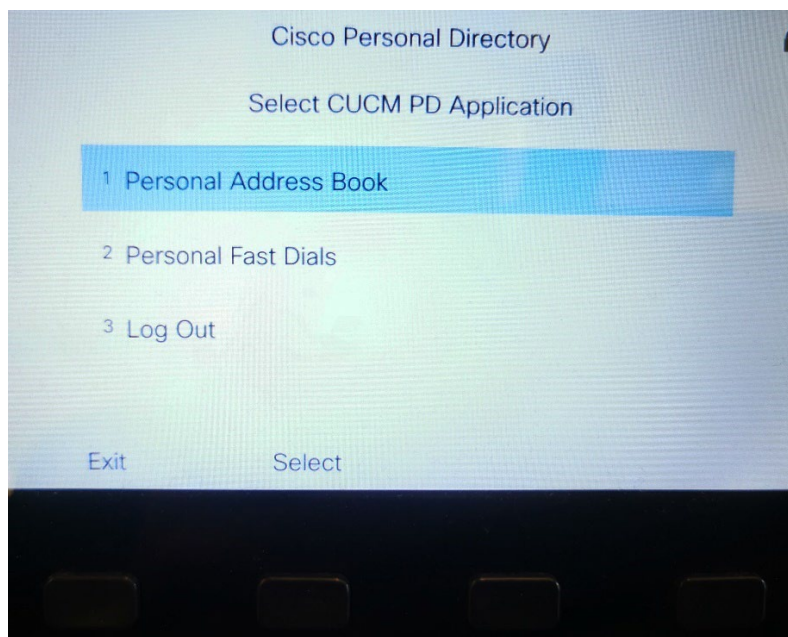
Press on the "open book" on the phone and open the "Personal directory" option.



When accessing the personal directory for the first time, you must first log in. The FHGR user name is required for this. The password is always 12345, if this does not work please contact support. Then click on "Submit".

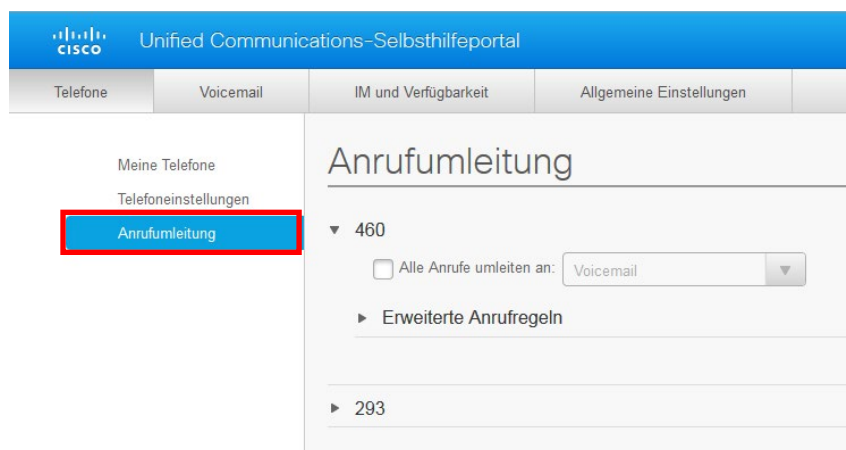


All telephone contacts from the web interface are displayed under "Personal Address Book" (or number 1). All speed dial numbers from the web interface are displayed under "Personal Fast Dials" (or number 2).



2.2.6 Call forwarding

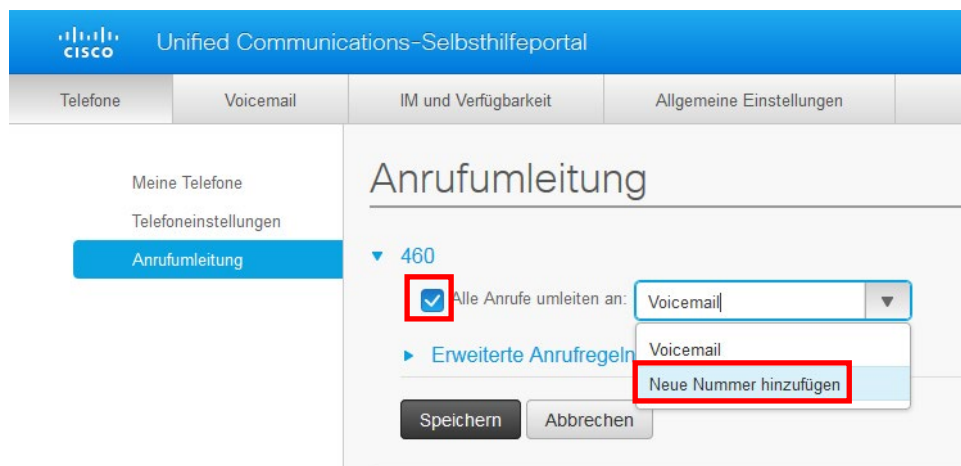
Click on "Call forwarding" (*Anrufumleitung*) in the navigation on the left.

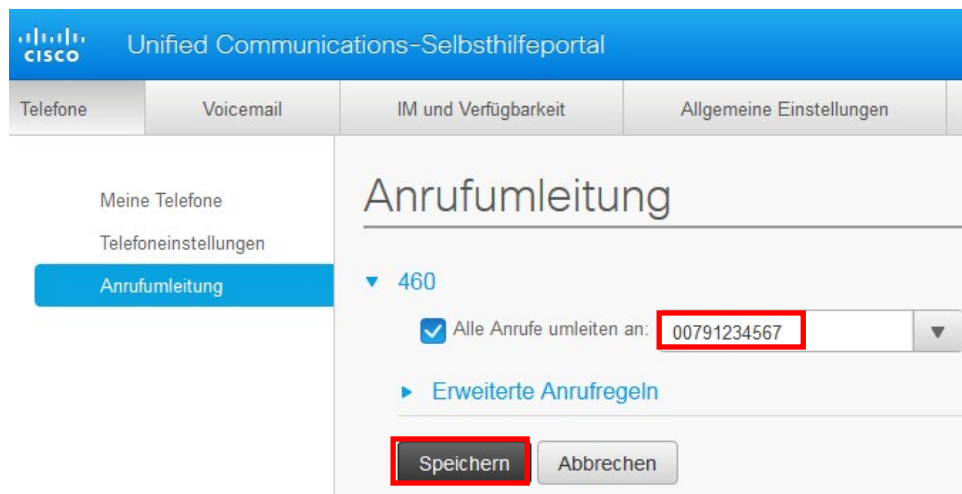


Call forwarding to a telephone number:

Activate the "Divert all calls to" (*Alle Anrufe umleiten an*) checkbox and select the "Add new number" (*Neue Nummer hinzufügen*) option. Enter the desired telephone number in the field behind it and click on "Save" (Speichern). For FHGR landline numbers, only the last three digits need to be entered (e.g. 081 286 39 10 → 910).

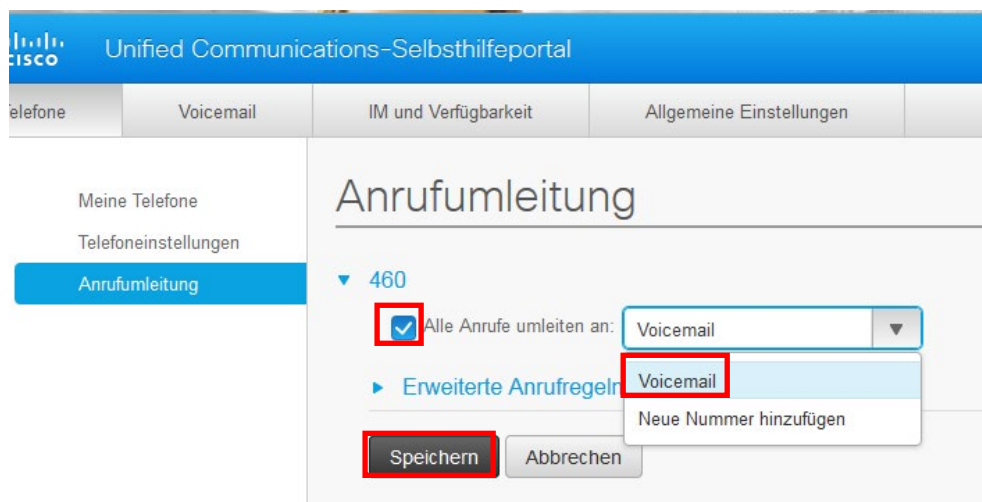
Attention: For cell phone numbers or external numbers, the 0 must be entered before the number.





Call forwarding to voicemail:

Activate the "Divert all calls to" (*Alle Anrufe umleiten an*) checkbox and select the "Voicemail" option and click "Save" (*Speichern*).



Deactivate call forwarding:

To deactivate call forwarding, uncheck "Forward all calls to" (*Alle Anrufe umleiten an*) and click on "Save" (*Speichern*).

The screenshot shows the 'Anrufumleitung' (Call Forwarding) settings for extension 460. The 'Alle Anrufe umleiten an' checkbox is unchecked, and the 'Speichern' button is highlighted with a red box. The 'Abbrechen' button is also visible.

Advanced call rules (*Erweiterte Anrufregeln*):

Settings for incoming calls can be made here. A distinction is made between internal and external calls.

You can select whether the calls are forwarded to voicemail or to another telephone number.

The screenshot shows the 'Anrufumleitung' (Call Forwarding) settings for extension 479/PTN-INTERNAL. The 'Alle Anrufe umleiten an' checkbox is unchecked. The 'Erweiterte Anrufregeln' section is expanded, showing settings for internal and external calls, with dropdown menus for forwarding to Voicemail.

2.3 Register IM and Availability (*IM und Verfügbarkeit*)

To switch the ringing tone on or off, the checkbox next to "Activate" (*Aktivieren*) must be deactivated or activated and "Save" (*Speichern*) clicked.



The status guidelines (*Statusrichtlinien*) cannot be changed as Cisco Jabber is not used at the FH Graubünden.

2.4 General settings

Under "General settings" (*Allgemeine Einstellungen*), you can choose between the languages German (default), German (Switzerland) and English.



If the language is changed to English, click on "Save" (*Speichern*) and restart the phone.



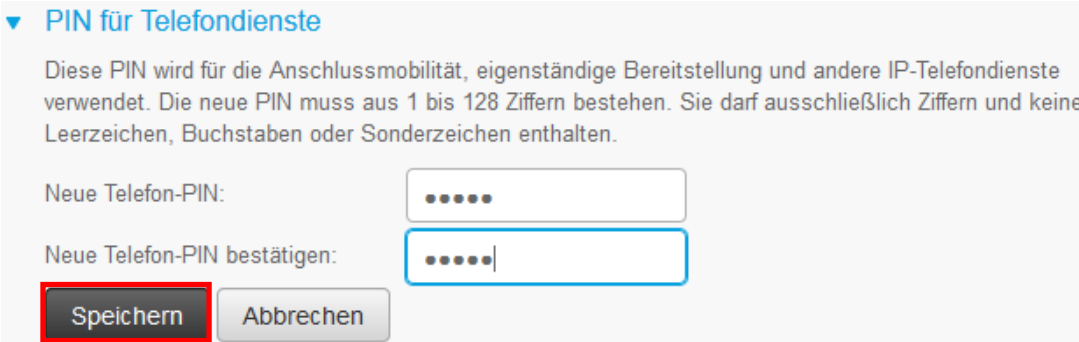
▼ **Sprache**
Wählen Sie die Anzeigesprache des Telefons im Dropdown-Feld aus.

Anzeigesprache:

Speichern Abbrechen

The client/portal password (*Client-/Portal-Kennwort*) cannot be changed.

The password for the personal address book can be changed under "PIN for telephone services" (*PIN für Telefondienste*). To do this, enter the new password (numbers only) twice and click on "Save" (*Speichern*).



▼ **PIN für Telefondienste**
Diese PIN wird für die Anschlussmobilität, eigenständige Bereitstellung und andere IP-Telefondienste verwendet. Die neue PIN muss aus 1 bis 128 Ziffern bestehen. Sie darf ausschließlich Ziffern und keine Leerzeichen, Buchstaben oder Sonderzeichen enthalten.

Neue Telefon-PIN:

Neue Telefon-PIN bestätigen:

Speichern Abbrechen