








Making Calls

Domestic phone number	Dial the 10 or 11-digit phone number.
International phone number	Dial 011 , then the country code and phone number.
Emergency call	Dial 911 .
Instant Second Line  Premier	When you have an active call, press the Flash key on your phone and you'll get a new Ooma dialtone to make another call.
Three-Way Conferencing  Premier	Dial *3 to conference two active calls together.



Receiving Calls

Answering a call	Pick up your phone when it rings.
Answering call waiting	Press the Flash key on your phone when you hear the call waiting tone. Press the Flash key again to return to the original call.


Protecting Your Privacy

Block your caller-ID	Dial *67 , then dial the number.
Unblock your caller-ID	Dial *82 , then dial the number.
Enhanced Caller-ID  Premier	See the name and phone number of the caller on your home phones when you receive a call.
Block telemarketers  Premier	Instantly block close to 1 million phone numbers associated with telemarketers and spammers. Get started at my.ooma.com/blacklists
Do Not Disturb  Premier	Need some peace and quiet? Press and hold the  button or dial *78 on your phone and all your calls will roll straight to voicemail. To deactivate Do Not Disturb, press and hold  again or dial *79 .




Voicemail Basics

- Set up voicemail** Pick up your phone and press the  key on the Ooma Telo. Follow the voice instructions.
- New message indication** When you have new voicemail messages, the  key will blink.
- Changing voicemail settings** Pick up your phone and dial your own phone number. Select **Option 2** from the main menu.


Listening to Messages

- Listening on the Telo** Press the  key on the Ooma Telo.
- Listening on your home phone** Pick up your home phone and dial your own phone number.
- Listening on a remote phone** Dial your own phone number. When the call rolls to voicemail, press the * key and enter your voicemail PIN.
- Listening from a web browser** Go to **my.ooma.com** in your browser and log in.
- Listening on a smartphone** Download the **Ooma mobile app** and log in.

Advanced Voicemail

- Voicemail Monitoring**  Premier Listen in through the speaker in your Telo as callers leave their voicemail. If you decide to take the call, just pick up your home phone.
- Send to Voicemail**  Premier Press the  button when the phone rings to send a call straight to voicemail.

Mobility

- Mobile app** Download the **Ooma mobile app** for iOS or Android devices and make free domestic calls on the go.
- Multi-Ring**  Premier Forward incoming calls to a remote number (such as a cell phone) or to your **Ooma mobile app**.