





IP Office Essential Edition For Essential Business Communications

Overview

The IP Office *Essential Edition* is the foundation upon which to build your IP Office solution. Providing the necessary mobility, call handling and routing functionality for IP Office, *Essential Edition* helps ensure small businesses have the communications tools they need to operate effectively and efficiently.

One number access, caller ID, dial-by-name, automated attendants, conferencing, voicemail, and more. *Essential Edition* provides the "must haves" small businesses need to enhance their communications with customers and colleagues and streamline their operations.

Capabilities

- One Number Access Provide customers and others with just your office phone number and have all calls ring simultaneously on your mobile phone, eliminating missed calls when out of the office or away from your desk.
- Dial By Name/Extension Callers can easily reach the person they want to connect with by simply typing the name or extension on the phone keypad.
- Voicemail A range of choices that enable staff to stay connected regardless of where they are. Retrieve voicemail messages from the keypad on any telephone, through the contextsensitive display on an Avaya phone, or via email (voicemail messages may be forwarded to email as an audio file attachment).

• Automated-Attendants – Program up to 40 automated attendants (maximum 6 simultaneous calls) to handle almost any customer situation. Customize caller greetings so key clients receive a personal message and are routed directly to the most appropriate person or team.

Benefits

- Efficient call handling Through touch tone prompts, quickly route customers to the right department to save your time and their's
- **Convenience** Enable callers to easily enter the name of the representative they seek for fast, personalized attention
- 24-hour access Customized voicemail greetings for each member of your staff enables customers to feel connected even when you're not there.

Specifications	
Format	• IP Office License Key
System Requirements	• IP Office Basic Edition
Feature Detail	Mobile Call Control
	One number access
	 Simultaneous ringing of mobile device when calls arrive at IP Office desk phone (requires PRI, BRI, or SIP trunking)
	Remote Worker
	 Up to four people can work from anywhere with just an Internet connection and an Avaya 9600 series IP Phone
	Voicemail
	 Maximum of 6 concurrent calls to voicemail
	 15 hours voicemail storage (2 ports)
	• 20 hours voicemail storage (4 ports)
	• 25 hours voicemail storage (6 ports)
	 40 simple automated attendants
	Multiple language support
	 Message control: Save, Delete, Forward, Repeat, Rewind, Fast Forward, and Skip Message
	All messages time & date stamped
	• Break out to reception
	 Voicemail to email presentation
	Visual Voicemail
	 Two 64-party ad hoc conference bridges, for a total 128 ports audio conferencing (requires PRI, BRI, or SIP trunking)
Related Products	• IP Office Basic Edition
	IP Office Preferred Edition
	IP Office Advanced Edition

About Avaya

Avaya is a global provider of business collaboration and communications solutions, providing unified communications, contact centers, networking and related services to companies of all sizes around the world. For more information please visit **www.avaya.com**.

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