

Find Me Follow Me

Find Me Follow Me allows you to create custom call routes that can ring multiple devices sequentially or simultaneously, whenever your Cypress number is called. This feature also allows you to redirect your calls based on day, time, who's calling and your availability. You will need to be logged in to your CommPilot Web Portal to access these settings.

Sequential Ringing

Sequential Ringing enables you to define a "find-me" list of 5 phone numbers that are alerted sequentially for incoming calls that match specified criteria. While the service is routing the call, the calling party may be provided with a greeting followed by periodic comfort announcements.

To set up Sequential Ringing follow these steps:

1. Click **Sequential Ring** on the **Incoming Calls** menu page.
2. Enter the **Phone Number/SIP-URI** for up to 5 locations, in the order you would like to be sequentially rung.
3. Click **Add**.
4. Enter a **Description** for your Sequential Ring criteria.
5. Modify the criteria for how you want to handle incoming calls.
6. Click **OK**.
7. Make sure the box is checked next to any of the criteria you want Sequential Ring to follow.
8. Click **OK** or **Apply**.

Simultaneous Ringing

Simultaneous Ringing enables you the ability to have up to 10 phones ring simultaneously when any calls are received on your Cypress phone number. The first phone to answer the call is connected.

Note: If your cell phone or other phone has voicemail that picks up before your office voice messaging picks up, your voicemails could be on your cell phone messaging system.

To set up Simultaneous Ringing follow these steps:

1. Click **Simultaneous Ring Personal** on the **Incoming Calls** menu page.
2. Click the **On** button to activate the service.
3. Select how you want to handle incoming calls.
4. Enter the **Phone Number/SIP-URI** to be added.
5. Click **Add**. Repeat steps 3 and 4 for each number.
6. Click **OK** or **Apply**.