

# Using your Zoom Phone.

For more in-depth guide to the computer app, check out the [\*\*official Zoom Phone guide\*\*](#)

The Zoom Phone software is ONLY supported on NTCC-owned laptops. It is not supported on mobile devices or personally-owned computers.

## **Voicemail**

### **Customizing audio greetings**

### **Managing Voicemail messages**

For voicemail pin, please watch the video below.

## **Forwarding Messages**

### **Customizing call handling settings**

## **Transfer Call**

### **How to transfer calls**

## **SMS/Text Messages**

### **Using SMS**

## **Call History**

### **Viewing call history and recordings**

For a quick basic video guide. This covers only the very basics that can be done in the web portal and app. Use the above guides for more detail explanations.

## **Zoom Web Portal Video**

# **Zoom App Video**

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