Enabling RingOut in the RingCentral mobile app

Once the RingOut feature is enabled and set up, you can make a phone call using your RingCentral account by dialing the party you'd like to call in the RingCentral app, then take the call on the specified phone number.

Enabling RingOut

- 1. Navigate to **Settings** via the Menu button at the top-left (for Android). Or, Navigate to Settings via your profile photo at the top-left (for iOS).
- 2. Tap Settings > Phone.
- 3. Tap Calling mode under Outgoing calls .

← Phone	
Incoming calls	
Silence incoming calls This app will ring for incoming calls.	
Call forwarding	
Incoming call ringtone System default	
Voicemail	
Voicemail greeting Default	
Outgoing calls	
Calling mode Direct dial	
Direct dial data Wi-Fi or mobile data	
Call setting	
Default Caller ID (409) 200-2364 C	

4. Select RingOut .



- 5. Tap Add RingOut number and then enter a number for the RingCentral app to call.
- 6. Tap Save .

Adding RingOut numbers

Note: Ensure that the RingOut feature is enabled.

- 1. Navigate to Settings via the Menu button at the top-left.
- 2. Tap **Settings** > **Phone** .
- 3. Tap **RingOut number.**
- 4. Tap Add RingOut number and then enter a number for the RingCentral app to call.
- 5. Tap Save .

Using RingOut

- 1. Enter a phone number in the dial pad.
- 2. Tap the call button. RingCentral will then call your RingOut device.
- 3. Answer the call from your designated RingOut number. The RingCentral app will then proceed to call the number you dialed.

Link to more RingCentral Videos

Online URL: <u>https://support.quikbox.com/article.php?id=65</u>