This quick start guide will show you how you can enable your android device to send and receive calls and check voicemails sent to your desk phone.

**Before you begin:**
*If you haven’t already, please fill out a remote desk phone activation request.*

**Get Started**

1. **Search and install** the Nteract Mobile Communications app from the Google Play Store

2. **When the installation is complete,** **Open** the Nteract app

3. **When prompted to accept the Phone Permissions,** **tap** **Show** and then **Allow**
4. Once you’ve read the licence agreement, click **Accept** to continue

5. For All of the remaining permissions (**Battery Optimizations**, **Microphone**, **Chat heads**), click **Show** and **Allow**

6. On the login page, **enter the username and password** provided to you by Telecom and tap **Login**. If you have not already sent a remote desk phone activation request, **please click here to do so now**. Your username and password will be provided in the response.

You are all set up and ready to go. Check out the section below for quick tips that will help get you started.
Setting up Nteract on your Android Device

Quick tips
Make a call

Use the **Numpad tab** to send calls. You can call any York number by simply entering its extension.

When you make a call, make sure you check what audio output the call is using. Tap the connection option button to choose the option that works for you.
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Check your voicemail
To easily check your voicemail:

1. Go to the **Numpad tab** and tap the **Quick Options** icon
2. Select **Voicemail**
3. Alternatively, you can simply dial 55111 (the voicemail access number)

![Numpad tab](image)

Search for an extension
To search for an extension:

1. Go to the **Contacts tab**
2. Select **Directory**
3. Tap the **Search** icon and begin typing the name of the person you’d like to call

![Contacts tab](image)