

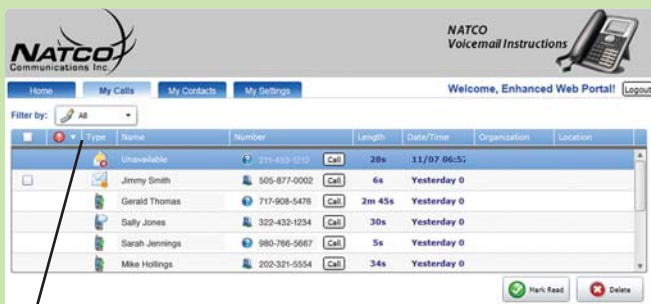
# NATCO'S ONLINE VISUAL VOICE MAIL PORTAL

## My Calls Tab

**Want To See How It Works?**  
**Check out the voice mail portal demo video  
online at [www.natconet.com/vmportal](http://www.natconet.com/vmportal)**

The “My Calls” tab gives a list of all incoming and outgoing calls in your history and provides more detailed information and organizing capabilities for these calls.

**Filters** - At the top is a drop down menu to choose filter preferences and the associated icons. “All,” the default setting, lists all incoming/outgoing messages chronologically, “Messages” lists those calls with voice mail messages chronologically, “Missed” lists any unanswered calls, “Dialed” lists your outgoing calls, “Received” all received calls, and “Blocked” any calls that you have designated as a blocked number. Select your preferred call list filter by scrolling down.



**Column Details** - Next you see column functions for the information detail in each call. You can expand or reduce the column size by clicking on the separating lines until arrows appear and moving the border to the right or left. The first column - a check box which allows you to select items for viewing or organization. Second column - indicates if a message has been marked as private or urgent by the caller. The third column - indicates if the call was an incoming or

(continued on reverse)

outgoing call. The fourth column - is the name of the caller if known. The fifth column - phone number if known. The sixth column - length of the call. The seventh column - date and time of the call. The eighth column - lists the organization if known. The last tab - shows the location that the call came from if known.

**Detail Tab** - The first call in the list will automatically appear for you to view graphically on the



screen with all of the available information listed in the above columns at the top in the blue tab. A graphic tab will show a photo, name, type and group information if available, and allow you to update it for the selected call you are viewing. Use the up/down arrow keys on the right side of the screen to scroll through calls. You open up the detail tab for each call by highlighting it. You can call any of the numbers from your call list by highlighting the call and clicking the "Call" button next to the number.

Type	Name	Number	
	Unavailable	211-453-1212	Call
	Jimmy Smith	505-877-0002	Call
	Gerald Thomas	717-908-5476	Call
	Sally Jones	322-432-1234	Call
	Sarah Jennings	980-766-5667	Call
	Mike Hollings	202-321-5554	Call

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