

Each Internet Phone System includes access to the User Portal and Administrator Portal.

User Portal

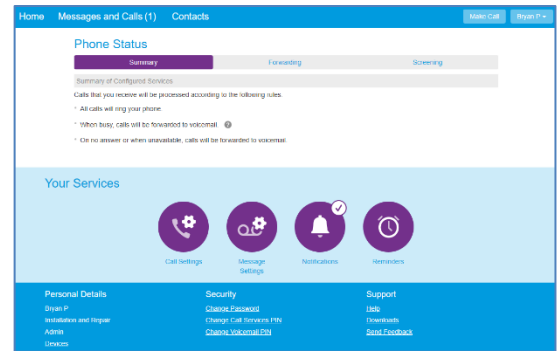
Each Internet Phone System end user will have secure access to the User Portal, a web-based portal used to configure and view the following:

Configure	View
Click-to-Dial	Call History (Incoming, Outgoing, Missed)
Contacts Database (import/export or Microsoft Outlook sync)	Fax to E-mail Inbox
Customized Telephone Buttons	Voice Mail Inbox
Voice Mail Greeting	Voice Mail-to-Email Inbox

User Portal is only available with an Enhanced User or Analog Enhanced User.

Refer to Internet Phone System User Portal User Guide and Reference Manual for additional information and definitions.

To Access the User Portal, go to: <https://portal.popp.com/>



Administrator Portal

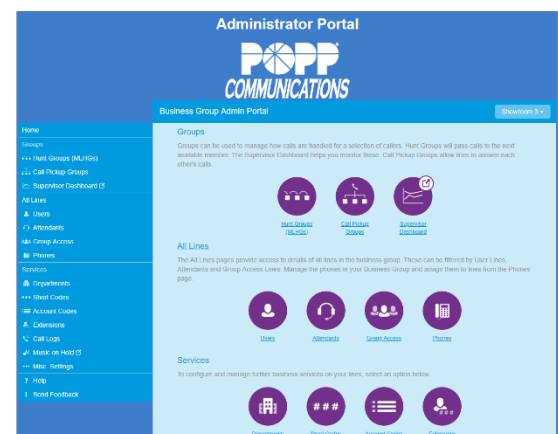
Your designated Internet Phone System administrator(s) will have secure access to the Administrator Portal, a web-based portal used to configure the following company-wide capabilities:

Configure	
Call Blocking	Call Pickup Groups
Departments	Call Analytics
Easy and Premium Auto Attendant	Hunt Groups
Individual Line Settings	Manage Telephone Profiles
Music on Hold	Short Codes

Administrator Portal is only available with an Enhanced User. At least one Enhanced User is required per Internet Phone System. The Administrator also has access to all User Portals associated with your Internet Phone System.

Refer to Internet Phone System Administrator Portal User Guide and Reference Manual for additional information and definitions.

To Access the Administrator Portal, go to: <https://portal.popp.com/bg>



For additional training and support:

- Visit www.popp.com or call POPP Communications at 763-797-7900

