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INSTALLATION INSTRUCTIONS

YOUR

PHONE PLUS+ EQUIPMENT HAS ARRIVED

*Please retain these installation
instructions for future use.*



WHAT'S IN THIS PACKAGE:

- | | | |
|--------------------------|---------------------------|-------|
| <input type="checkbox"/> | Yealink cordless handset | _____ |
| <input type="checkbox"/> | Yealink phone interface | _____ |
| <input type="checkbox"/> | Yealink deskphone | _____ |
| <input type="checkbox"/> | TP-Link ethernet switch | _____ |
| <input type="checkbox"/> | Grandstream fax interface | _____ |

WHAT TO DO FIRST:

Visit PremierPHONEPLUS.com/UserGuide or scan the QR code at the top of the page. Click **Installation Guides**, then click the links associated with the items checked:

- ☐ **PHONE PLUS System**
- ☐ Install Option 1 *All 3 steps required*
 - ☐ Install Option 2 *All 3 steps required*
- Temporary phone number:
() - _____
- ☐ **Fax Interface**
- Temporary fax number:
() - _____
- ☐ **Add a New Handset**
- ☐ **Replace Lost Handset**
- ☐ **New Deskphone**

QUALITY ASSURANCE:

Your PHONE PLUS system has been thoroughly tested to ensure all features of PHONE PLUS are fully functioning right out of the box:

- ☐ **Auto-attendant greeting message**
- ☐ **Press 1 transfers to UPS #800**
- ☐ **Press 2 transfers to Amazon #800**
- ☐ **Press 3 provides address/hours**
- ☐ **Press 4 provides fax/notary**
- ☐ **Press 9 rings all store phones**
- ☐ **All phones dial out successfully**
- ☐ **HOLD PLUS Message on Hold**
- ☐ **Voicemail greeting**
- ☐ **Voicemail sent to email**
- ☐ **In-store call transfer**
- ☐ **Seamless call transfer to UPS, Amazon**

PHONE PLUS ADD-ON OPTIONS

IntroGreet - customize your main greeting instantly

Call recording - training, litigating, monitoring

Mobile app - use your mobile phone as your store phone

Soft phone - take or make calls from your computer

SMS texting - text customers from softphone/mobile app

Fax service - use your existing fax machine

Add an extension - add unlimited extensions

Add a number - add unlimited phone numbers

Add a deskphone or handset - phones as low as \$100

AUDIO MESSAGE UPDATES:

PremierPHONEPLUS.com/UPS-message-update



SYSTEM PROGRAMMING CHANGES:

Tech@PremierCompanies.com

TROUBLESHOOTING:

PremierPHONEPLUS.com/UPS-troubleshooting



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To refer a friend and earn free service, visit:

PremierPHONEPLUS.com/UPS-refer-friend

