

We at VoipTec would like to take a moment to thank you for your business, below is our Step By Step Instructions for how to install and setup your VoipTec Communicator Softphone on your PC.

**Step 1:** After Downloading the Communicator installer, Run the installer by double clicking the installer.

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105 West Wood Street Unit 1270 Paris,TN 38242 **Step 2:** One the Communicator Installer has opened, select the Next Button on the first Page



## Step 3: Agree to the Terms and Select Next

🌄 Communicator Setup	$\times$
License Agreement Please read the following license agreement carefully.	
LE AL : BY PRESSING THE "I ACCEPT" BUTTON AND/OR DOWNLOADING, COPYING OR USING THE SOFTWARE, YOU ACCEPT, WITHOUT LIMITATION OR QUALIFICATION, ALL OF THE TERMS AND CONDITIONS IN THIS AGREEMENT. IF YOU DO NOT AGREE TO ALL OF THE TERMS OF THIS AGREEMENT, CLICK THE "DO NOT ACCEPT" IS TON. OF AGREE TO BE BOUND BY THE TERMS OF THIS EULA BY INSTALLING, COPYING, IF USING THE SOFTWARE. IF YOU DO NOT AGREE, DO NOT IN TALL, COPY, OR IS THE SOFTWARE; YOU MAY RETURN IT TO YOUR PLACE OF PURCHASE FOR A USING THE SOFTWARE. IF YOU DO NOT AGREE, DO NOT IN TALL, COPY, OR IS THE SOFTWARE; YOU MAY RETURN IT TO YOUR PLACE OF PURCHASE FOR A USING THE SOFTWARE THAT IS A BROWN IN THE TO YOUR PLACE OF PURCHASE FOR A USING THE SOFTWARE, IF YOU DO NOT AGREE, DO NOT IN TALL, COPY, OR IS THE SOFTWARE; YOU MAY RETURN IT TO YOUR PLACE OF PURCHASE FOR A USING THE SOFTWARE THE SOFTWARE IF YOU DO NOT AGREE AGREE IN THE SOFTWARE THAT THE TERMS AGREE IN THE SOFTWARE IS A REPORT. If you have reason to believe that your product was acquired from an illegal source or have been illegally modified, product updates likely will not work as used and may cause unexpected failures to your applications. END THEED THE AGREE AGREEMENT FOR STIPPINE OF AGREEMENT FOR STIPPINE AGREEMENT FOR STIPPINE AGREEMENT FOR STIPPINE AGREEMENT. I agree to the terms of this license agreement I do not agree to the terms of this license agreement	~
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**Step 4:** If you wish to change the location of the installation files, you may do it now by selecting change, for standard installations just select Next

Communicator Setup	×
nstallation Folder Where would you like Communicator to be installed?	
The software will be installed in the folder listed below. To select a different location new path, or click Change to browse for an existing folder.	n, either type in a
Install Communicator to:	
C:\Program Files (x86)\Communicator	C <u>h</u> ange
Space required: 195.0 MB Space available on selected drive: 56.99 GB	
< <u>B</u> ack <u>N</u> ext >	<u>C</u> ancel

**Step 5:** You may change the name of the Folder your VoipTec Communication is saved to by typing a new name, for standard installations please select Next.

🌄 Communicator Setup	×
Shortcut Folder Where would you like the shortcuts to be installed?	
The shortcut icons will be created in the folder indicated below. If you dor folder, you can either type a new name, or select an existing folder from the	n't want to use the default ne list.
Shortcut Folder:	
<ul> <li>Install shortcuts for current user only</li> <li>Make shortcuts available to all users</li> </ul>	
< <u>B</u> ack <u>N</u> ext >	Cancel







**Step 6:** If you made any changes to the Installation Folder or Shortcut Folder please verify your changes, for standard installations select Next.

🎭 Communicator Setup	$\times$
Ready to Install You are now ready to install Communicator 5.3.5.1	
The installer now has enough information to install Communicator 5.3.5.1 on your computer.	
The following settings will be used:	
Install folder: C:\Program Files (x86)\Communicator	
Shortcut folder: Communicator	
Please click Next to proceed with the installation.	
< <u>B</u> ack <u>N</u> ext > <u>C</u> ancel	

**Step 7:** Wait a moment while the installer goes through the installation process indication completion by the green bar moving from left to right.











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## Welcome to the Instructions for setting up your **Communicator Profile.**

Once you open up the VoipTec Communicator for the first time it will require you to setup your profile, this is where you will input your login credentials and the address for the phone system you will be connecting to. Please select next to begin the process.

C Profile Wizard	?	×
Welcome to profile wizard		
You will be guided through the process of creating your Communicator profile by this Wizard.		
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Step 1: Enter your Email Address and Password provided to you from your Site Administrator or Voiptec Account Manager. After Entering your email and password please select the advanced tab where you will be entering the Server Address to connect to our servers.

C Profile Wizard	?	×
Account details Specify your account server, extension and secret.		Ď
Account Advanced E-mail: Password:		
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Step 2: You will now enter the Login Server, this is the address for the Voiptec Phone System that your Softphone will be connecting to. Unless Specified otherwise by your VoipTec Account Manager, you will enter the Default Login Server below, we recommend the copy and paste method to prevent any accidental typing discrepancies.

## Login Server: SBC.VoipTecLLC.com

G Profile Wizard	?	×
Account details Specify your account server, extension and secret.		ß
Account       Advanced         You can specify Login server and/or SIP proxy manually. If not specified, application will tr        discover Login server are matically through DNS SRV record.         Login server:         SIP proxy (leave empty to use server settings):	ry to	
Use Proxy settings from the Operating System 2	7	
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Step 3: If you have a Desk Phone as well as a softphone you will want to make sure the Check Box marked as Box 1 is checked, if you do not then you will want to make sure this box is Not Checked.

- A. Make sure the Softphone Check Box (Marked 2) is checked or your Softphone will not be able to make or receive any calls
- B. Click the "Set as default" open under the Softphone section if this is available
- C. After the above sets are complete select Next

C Profile Wizard	?	×
Phones Setup you eme and Mobile phones.		마
Office Dobile		
Deskphone Use deskphone Control calls on your IP deskphone from your computer. Change settings	$\oslash$	
Softphone Use softphone ke phone and video calls using your computer's microphone, speaker and camera.	et as default	
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2 4	7	
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Congratulations on setting up the VoipTec Communicator. If you have had any issues during this process or have noticed any errors in this Document, please do not hesitate to contact us Via email at Support@VoipTecLLC.com

