

# Virtual Office

## Overview

The power of Virtual Office begins with Unified Messaging. Receive your voicemail, texts and faxes in your email inbox, picking them up with your email wherever you go, whenever you want. But that's just the beginning.

Virtual Office is a fully featured business telephone solution which utilizes Voice over IP to flexibly connect your multiple business locations on a single phone system, without the complication or expense of traditional dedicated cross-connects.

We offer nationwide service and unlimited long distance, so whether you are working from home, the office or cabin, you are always on the same phone system with the same features and conveniences. Transfer calls across sites. Extension dial between offices. Even update where your calls go and how they are handled, regardless of where you are doing it from. Virtual Office has many features to allow you to do business when you want, where you want.

Get the flexibility you always wanted from your business phone system with Velocity Virtual Office.

### PHONE FEATURES:

- Unified Messaging – Voicemail-to-Email, SMS-to-Email and Fax-to-Email so you can pick up all of your messages along with your email wherever you go
- Find Me / Follow Me – Customizable from anywhere using the Virtual Office secure web portal
- Multiple Line Appearances - Handle multiple calls simultaneously; put callers on hold and transfer or conference callers on the fly as needed
- Extension Dialing
- Customizable Speed Dials
- Hold
- Blind Transfer
- Attended Transfer
- Conference Calls
- Park / Pick-Up
- And many more features...



- Ability to support multiple physical offices on one phone system without expensive dedicated cross-connects. This includes seamless support for home offices and work from home with the full system capabilities you have at the office.
- Unified Messaging - get all of your voicemail & faxes along with your email.
- SMS-to-Email: Be able to receive and send text messages.
- Find Me / Follow Me on all phone numbers.
- Flexible call control of your main company telephone numbers using a graphical call control editor. Update how calls are handled at any time.
- Microsoft Teams integration.
- Easy to manage from the Virtual Office secure web portal using any Internet connection.
- Users can be given greater control over their own phones and usage: provide the ability to add, update, and remove call handling rules from their phone numbers utilizing the secure web portal, review their call logs and messages online & view training videos.
- No dedicated phone wiring; phones run over standard Ethernet connections along side your computers.
- More cost effective: avoid large up front system fees and future capacity expansion costs.
- Call center package for professional call handling and agent management for a better customer experience in higher volume call environments. Includes real time monitoring and reporting of queue and agent activity.