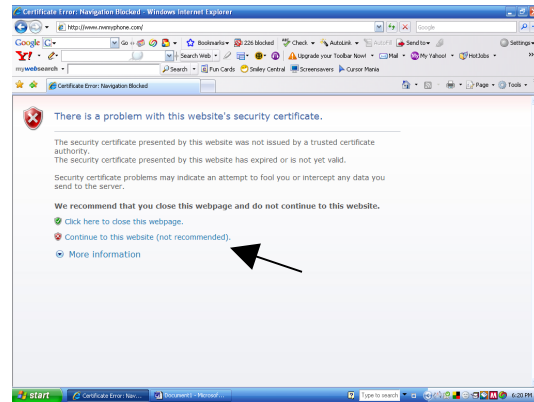
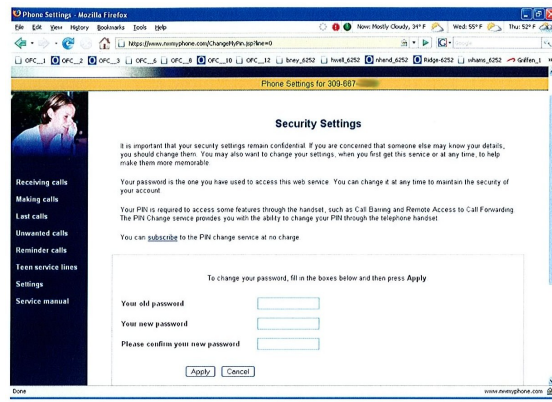
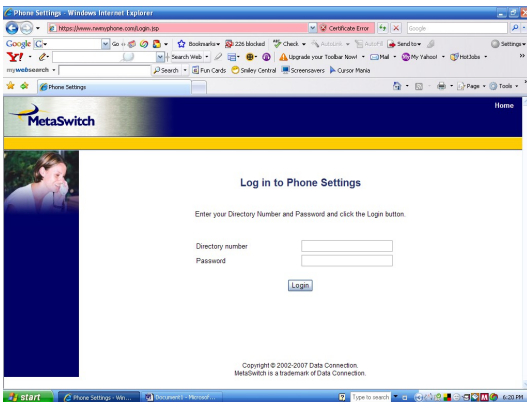


# Manage Your Phone Online Instructions

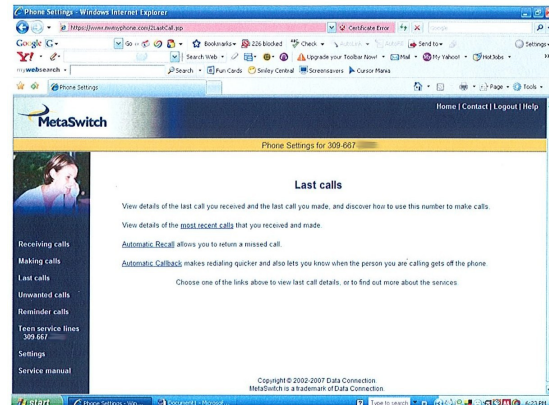
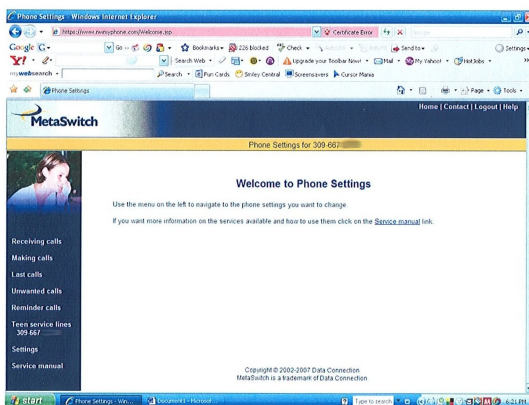


1. Click on **Manage Your Phone Online** from Home page or from Telephone web page
2. Click on **Continue to this website (not recommended)**.



3. Directory Number: **309667XXXX**  
(Enter your phone number)  
Password: Call 667-2712 for password

4. To Change Password— Select **Settings** in Menu on left – **Security Settings** in middle of screen & follow instructions



5. Select options from Menu on left side to view telephone calling features

6. Select **Last Calls** to view details of the last calls you made or receive