

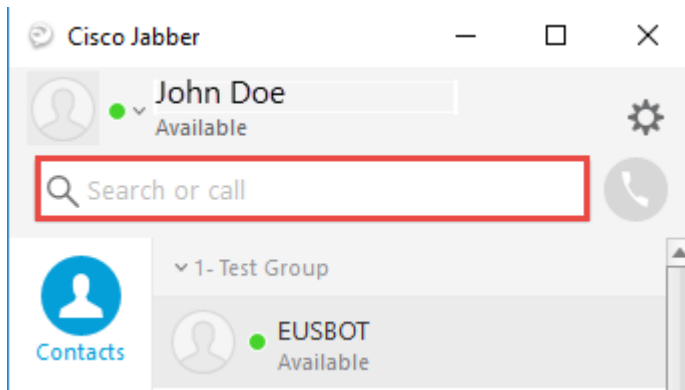
Cisco Jabber

How Do I Place a Call in Jabber?

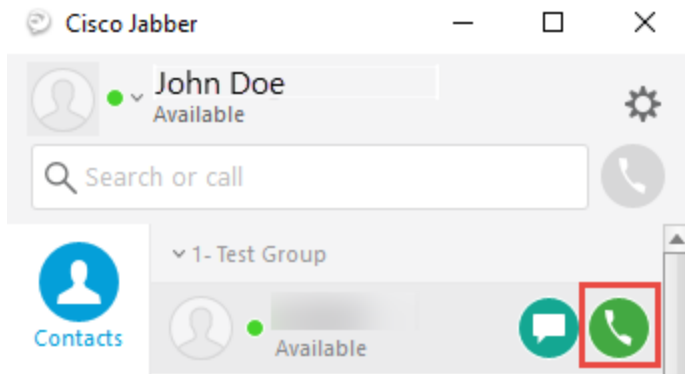
Follow the steps below on starting a phone call in Jabber.

Note: Jabber uses your computer microphone or headset (if attached). A video camera is not required since these are only instructions for making a phone call.

1. Log into **Jabber** and search for your **contact** by entering their name, ten digit phone number, or email address in the **search window**.



2. If your contact is available, click on the **Green Call button** next to their name.



3. A list will show you the various contact methods. Select the appropriate contact method.



4. **Note:** If you are calling outside the company, enter the ten digit phone number and click the green call button next to the phone number.



5. The Jabber call window will open with call button functions.

