

Avaya Communicator – for WINDOWS

Log in to your VPN account first (Unless you are one of the college networks such as Barton County Campus or Ft. Riley)

If you do not have a VPN account, contact Michelle Kaiser.

<http://docs.bartonccc.edu/infoserv/phonetools/>

(You will need a user name and password for this link. Call or email Michelle Kaiser.)

For Windows/PC go to folder “Phone Tools for Remotes”, then to folder “Communicator”

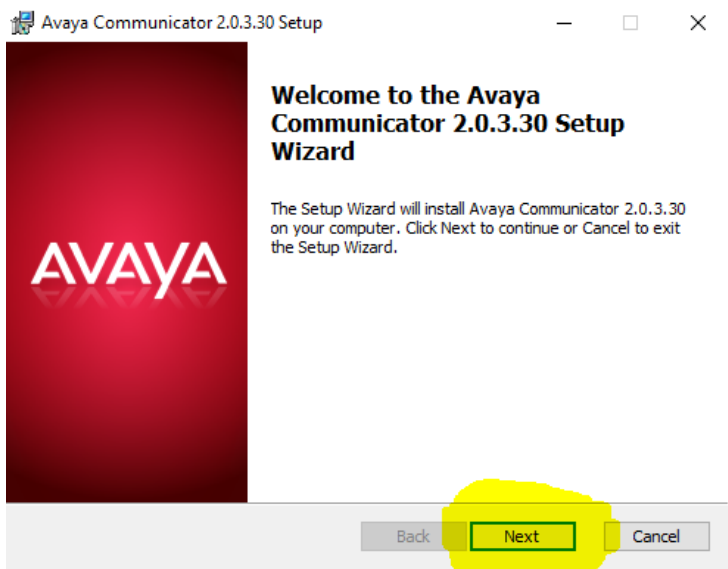
Download the file titled “communicatorwin-2.0.3.30.msi”

Instructions for installing Avaya Communicator:

Step 1: Open file for Communicator

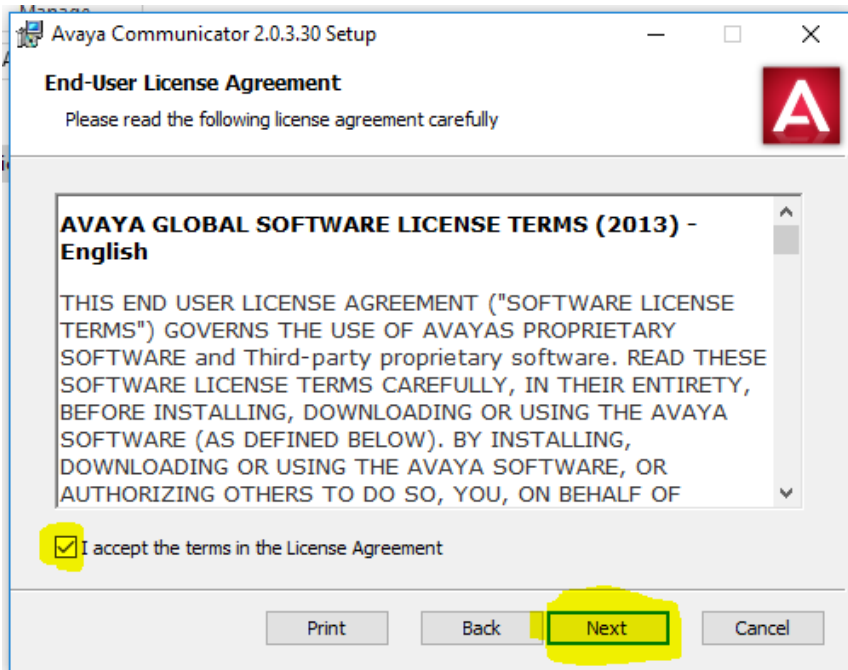
Step 2: Double-Click Installation

Step 3: Select Next



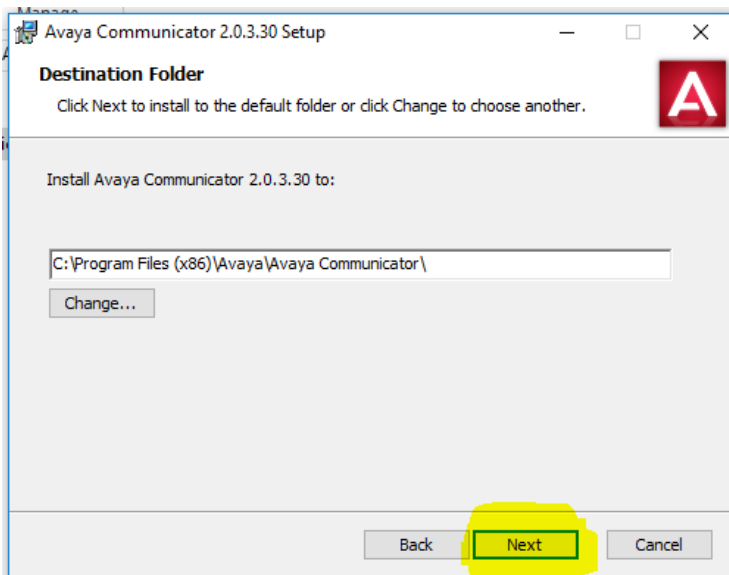
Avaya Communicator – for WINDOWS

Step 4: Check mark the highlighted Box and click Next



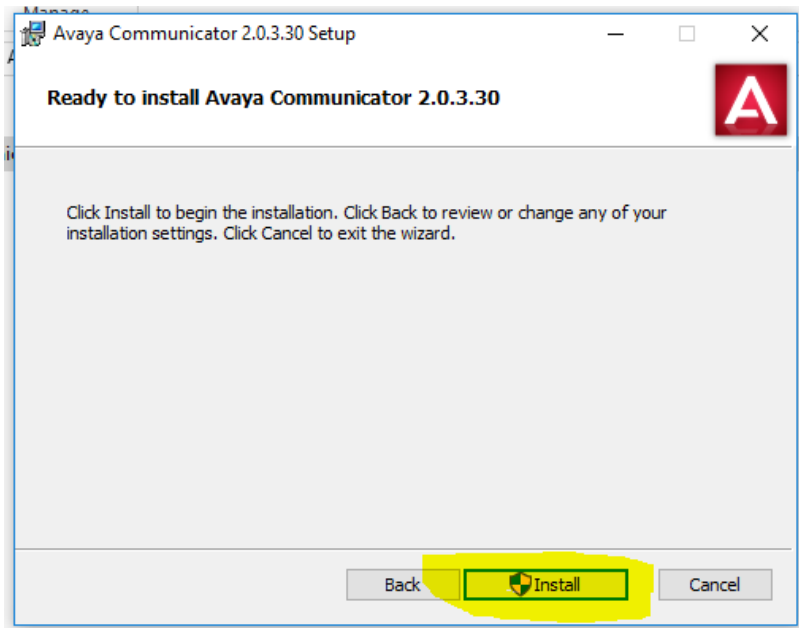
Step 5: Click Next keeping default file destination.

If you would like to change destination to store, please do so here.



Avaya Communicator – for WINDOWS

Step 6: Select Install



Step7: After the Install is Complete please select Finish and launch App.

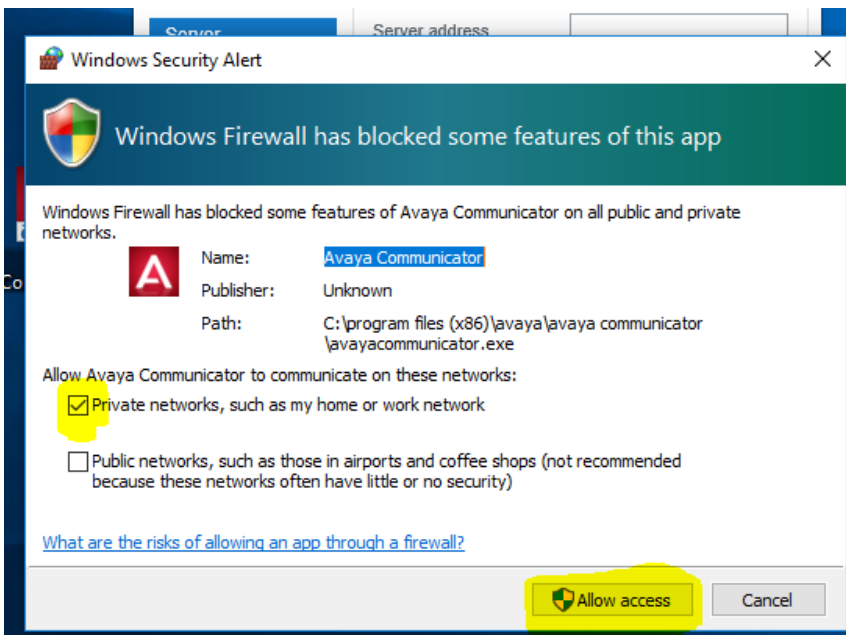


Avaya Communicator – for WINDOWS

Step 8: You will now see the program start-up and a new desktop Icon!

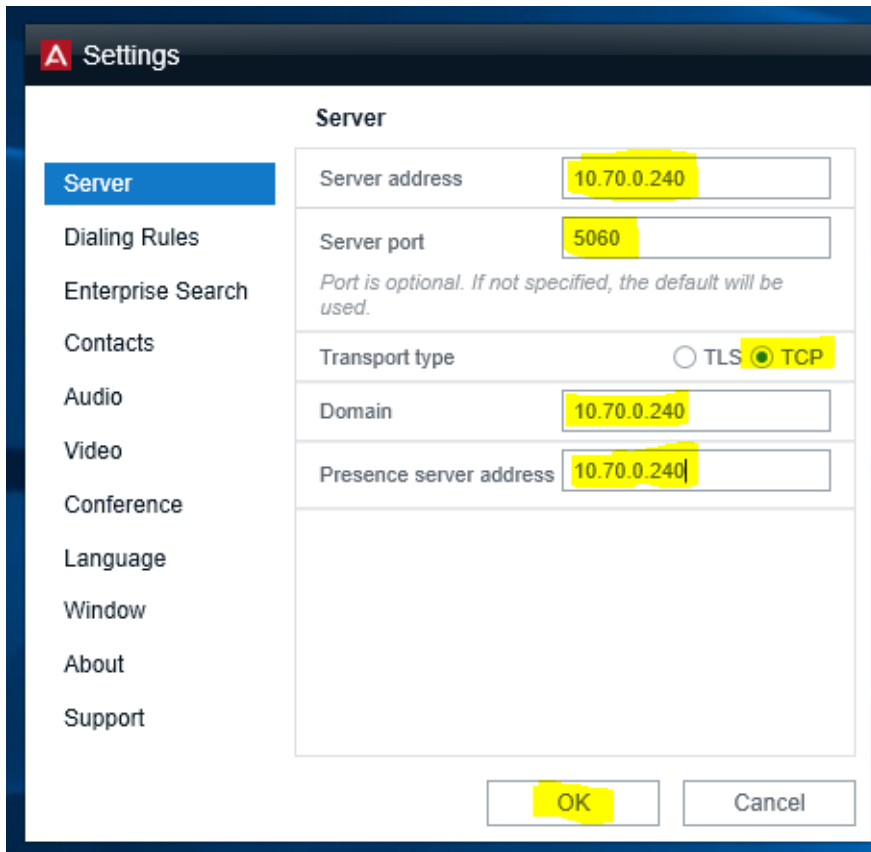


Step 9: If prompted by this Alert please select the highlighted Areas and Allow.



Avaya Communicator – for WINDOWS

Step 10: Please Type in the Settings Below and Click OK



Step 11: Login by clicking “Not logged in” Enter Extension if not already prompted.

If unable to type in extension, please close and restart the Avaya Communicator

Credentials:

Phone Extension example: 346

Password: as emailed to you

Password will also be as emailed to you

