

10 Digit Local Dialing

To All Phone System Users:

Effective March 1st, the telephone companies will require everyone in the 801 area code to begin dialing 10 digits when making a local call. In order to comply with these changes our Phone System Provider (Intellisys) will be upgrading our system after the close of business on _____.

On the following morning you will need to dial 10 digits to make a local call. For example

The normal method to dial a local number has been to dial 9 and the 7 digits.
eg: (9) 555-1212.

After the change you will need to dial 9 and then dial the area code and number.
eg: (9) 801-555-1212.

To dial Long Distance you will continue to dial 9 + 1 and the area code and number.
eg: (9) 1-801-555-1212.

This also means that any Contacts that you have programmed as 7 digit local numbers must be changed to the "standard" format such that it is displayed as "+1 (801)555-1212". To do this, open the contact, select the phone number, and click 'Edit'. In the new dialog box, click the check button to the right of the phone number, then click 'Ok', and 'Ok' again.

Any Routing lists that you have created in ViewPoint will also need to be modified to be in the same "standard" format.

Any Voice Mail Message Notification to cell phones or Local Call Forwarding numbers will also need to be changed.

Intellisys has placed more information about 10 digit dialing on their web page at <http://www.cciintellisys.com/10-digit-local.php> If you need a user guide to help you make the change they are available on their web site at <http://www.cciintellisys.com/intellisys-support-documents.php> If you need assistance please contact _____ locally, or call Intellisys at 801-975-7466.

PS. Beginning March 1st, you will have to dial 10 digits for local calls at home as well.