**Recents**
Open the **Recents** tab to view all your **Placed**, **Missed** and **Received** calls. Use the tabs at the top of the **Recents** window to view **All** calls, or filter only your **Missed** calls.

**Make a Call**
To initiate a phone call, do one of the following:

1. In the **Contacts** menu, tap the name of a contact in your contact list, then tap the phone icon and the number for that contact you wish to dial.
2. Go to the **Keypad** menu and tap the Contacts icon to open a list of your device and directory contacts. Tap the name of the contact then tap the **Call** button.
3. Go to the **Keypad** menu and enter a phone number in the **Search and Dial** bar, then tap **Call**.

**Receive a Call**
When you receive a call, a window will pop up with the caller’s information.
Select **Answer** to accept the call, or **Decline** to send the call directly into your voicemail.

**Mid-Call Features**

- Tap the active call to display the mid-call features.
- You can mute the call, open the keypad or end the call.
- Tap the ellipses for more in-call options, like **Hold**, **Transfer**, **Conference**, **Move to Mobile**, **Park** and **Show call statistics**.

**Contacts**
Jabber will prompt you to allow access to your local contact list. Select **Allow** or **Deny** as appropriate. To add a contact to your contact list you must first allow Jabber access to your local contacts.

1. Tap the **Contacts** tab and enter the name or email address of the contact in the **Search Bar**. The predictive search functionality will present you with possible matches as you type.
2. When you locate the correct contact, tap on their name.
3. Tap **Done**.

**Meetings**
Calendar integration is not available on mobile devices.

**Voice Messages**
Use the **Voice Messages** tab to manage your voice messages. From here you may **Play**, **Pause**, or **Restart** a message. To delete a voice message, tap the message and select **Delete**.
The Jabber App

Download and install the Jabber application from your phone’s app store.

Once you have signed in, the app will display your Recent Calls tab. To view more tabs, tap the tab icon at the top of the screen.

Settings

To access Settings, tap the personal image icon at the top left of the screen. Settings allow you to set your preferences for Sound, Vibrate, Status, Display, and Audio and Video for calls.

Settings Options

Sounds

- Receive calls
- Receive voice messages
- Ringtone
- Notification tone

Vibrate

- Receive calls
- Receive voice messages

Status

- Start Cisco Jabber when my device starts

Display

- Show contact photo
- Show Cisco Jabber availability in the notification center

Custom Tab

- Add a custom tab

Sign Out

Under Settings, tap the Accounts Sign Out field to sign out of the Jabber app.

Audio and video

- Low-bandwidth mode
- Earphone
- Disable speaker for voice messages
- Video - send automatically

Call options

- Single number reach destination
- Auto Mute
- Use audio only
- Use audio and video
- Disable call function

Call forwarding

- Do not forward calls
- Voicemail
- New number