

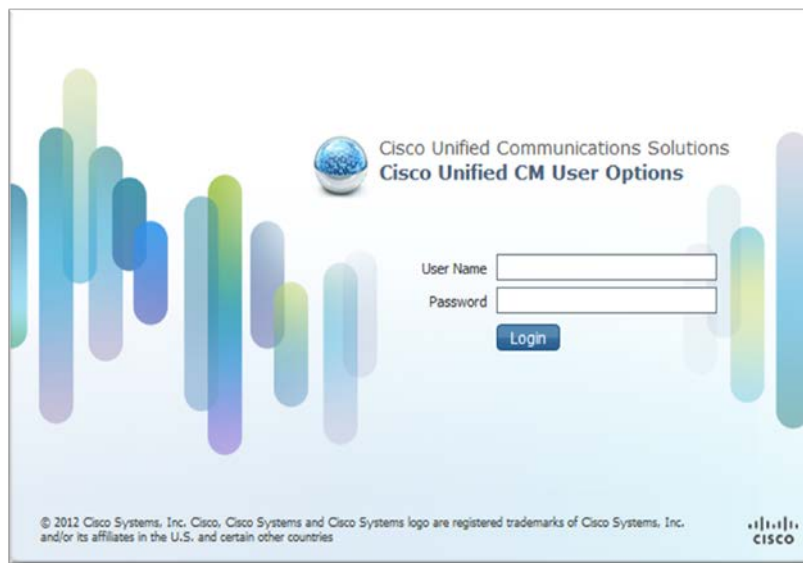
Cisco Unified User Options Guide

Cisco Call Manager User Options (CCM User) is a Web interface that allows you to control phone features and settings, such as **Call Forward** and **Speed dials**.

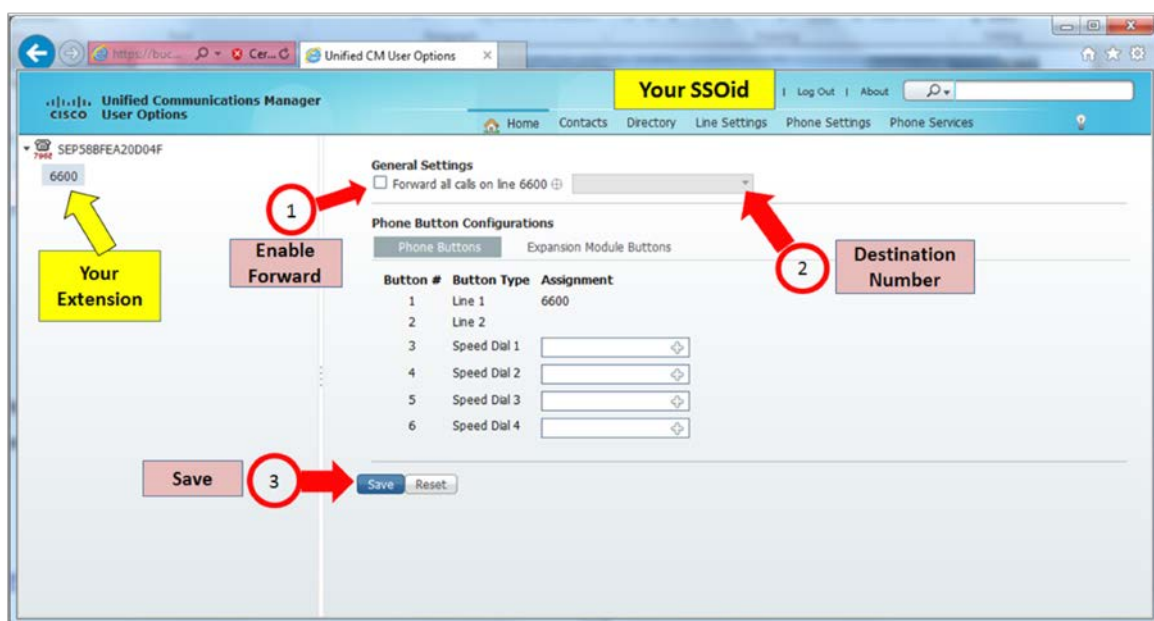
(1) Login to CCM User

<https://bucm01.buvoice.hkbu.edu.hk/ucmuser>

Enter your **SSOid** and **password** to login



(2) To enable the Call Forward



Example 1: Forward to internal extension (e.g. 1234)

General Settings
 Forward all calls on line 6600 ⊕ 1234

Example 2: Forward to Mobile (e.g. 91239123)

General Settings
 Forward all calls on line 6600 ⊕ 991239123

Example 3: Forward to Voicemail

General Settings
 Forward all calls on line 6600 ⊕ Voicemail

(3) To configure Speed Dial Buttons

Phone models 7960/7962 have multiple speed-dial buttons that you can program to dial a number directly.

The screenshot shows the Cisco Unified Communications Manager interface for configuring a phone. The left sidebar shows the extension number '6600' with a yellow box labeled 'Your Extension' pointing to it. The main content area is titled 'Phone Information' and shows details for a Cisco 7962 phone. A red circle with the number '1' points to the 'Speed Dial Option' label. Below this is a table titled 'Speed Dials for This Phone' with columns for 'Number', 'Label', and 'ASCII Label'. A red circle with the number '2' points to the first row of the table, which contains the number '7899', the label 'ITO Hotline', and the ASCII label 'ITO Hotline'. At the bottom of the page, a red circle with the number '3' points to the 'Save' button.

Number	Label	ASCII Label
1 7899	ITO Hotline	ITO Hotline
2 91000	HKT Enquiry	HKT Enquiry
3		
4		
5		
6		
7		
8		
9		
10		
11		