

Collier County Public Schools

Cisco Jabber for Windows Devices

Cisco Jabber

Cisco Jabber is an application that can be installed on an iPhone, iPad, Android, Laptop/Desktop computer or virtually any other device.

This application enables the following capabilities:

- Use your CCPS phone number for outgoing and incoming calls (when making calls to parents or community members, the Caller-ID will show as your district provided number (239-377-XXXX))
- Look up contacts from the CCPS corporate directory
- Video Conferencing
- Access to your CCPS Voicemail
- Can be used via any internet connection from any location, you do not have to be connected to the District's network or Wi-Fi

Set Up Cisco Jabber

Download and install Cisco Jabber from following Link: <http://www.collierschools.com/jabber>

Sign-In

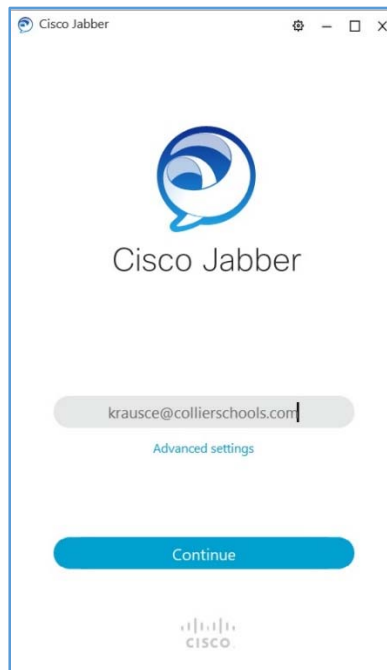
Procedure

Step 1 Open the Cisco Jabber Application.

Step 2 Read the end user license agreement and terms of service, and then tap **Accept**.

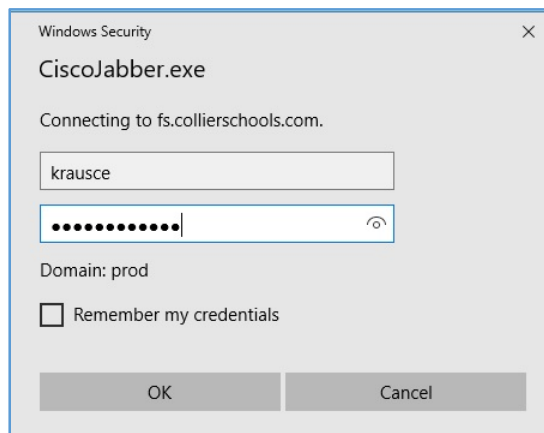
Step 3 Review the **In Cisco Jabber** screens, and then tap **Get Started Now**.

Step 4 Enter your CCPS e-mail address using the following format: username@collierschools.com



Step 5 Tap **Continue**.

Step 6 If prompted, enter your username and password. (This will be your CCPS network log in)

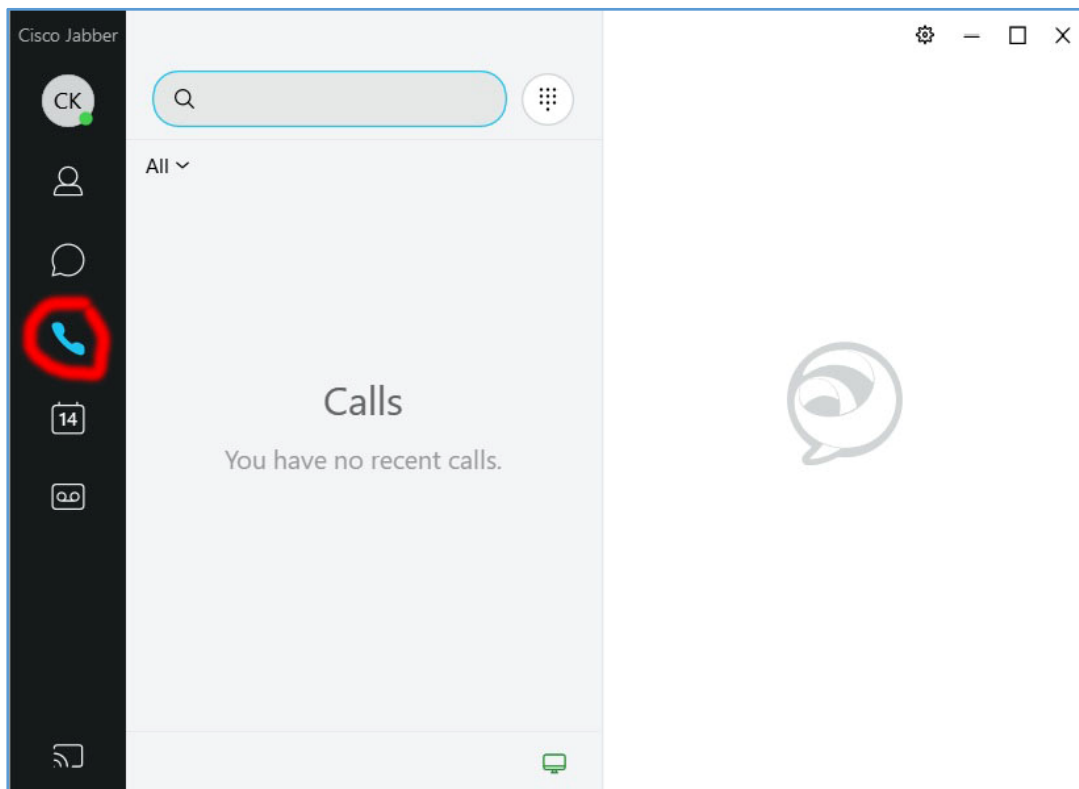


Calls

When you call with Cisco Jabber, the app uses your CCPS phone number (239-377-XXXX) and displays this number as your Caller-ID

Making a Call

- Once you have opened the Cisco Jabber application and signed in, click on the Telephone Handset icon towards the left of your Cisco Jabber application window.



- Enter in the number you would like to dial and then tap the **green telephone handset icon**.
- When dialing a number, remember to add a 5 at the beginning (same as if you were using a regular CCPS Cisco Phone). For example, if trying to dial 377-0001, enter 53770001 and then tap the green telephone handset icon to place your call.

