

Make an Audio Call

There are multiple ways for you to make an audio call to a colleague or an external contact. This topic describes how to make an audio call on Network PBX Web Client.



Prerequisites

- Make sure the [requirements](#) for web call are met.
- [Audio is ready](#).

Make an audio call from Dialpad


1. Use one of the following ways to enter a number:
 - In the top search bar, enter a number.

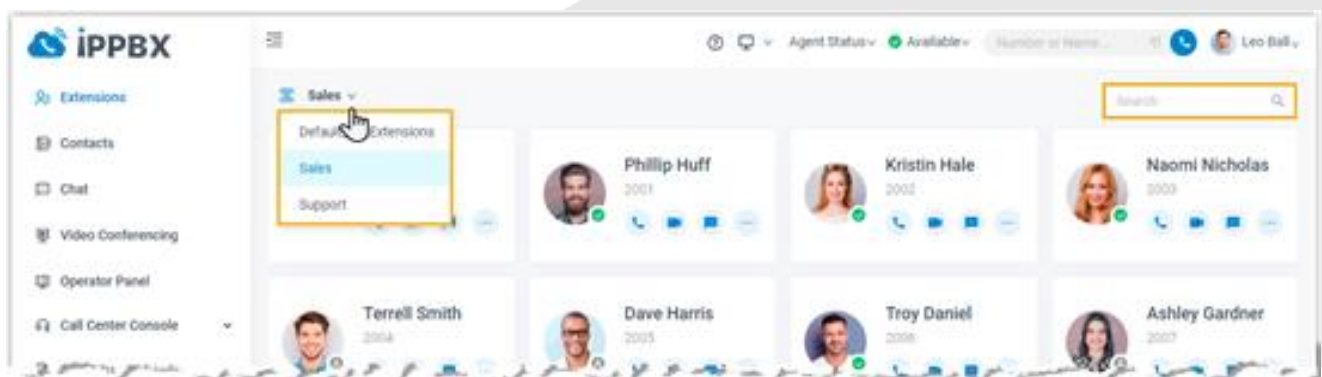
Tip: If you make an audio call to a colleague or an external contact whose information is stored in your **Contacts**, you can also enter a name, an email address, or a company name.


- Click , enter a number.
2. Press **Enter** key or click  to call out.

Tip: If you make an audio call to a colleague or an external contact whose information is stored in your **Contacts**, you can also click the matched contact card to call out.

Make an audio call from Extension's list

1. On the left navigation bar, click **Extensions**.
2. Find a desired colleague:
 - a. In the drop-down list of , select the group to which the colleague belongs.
 - b. In the search bar, enter a name, a number, or an email address.




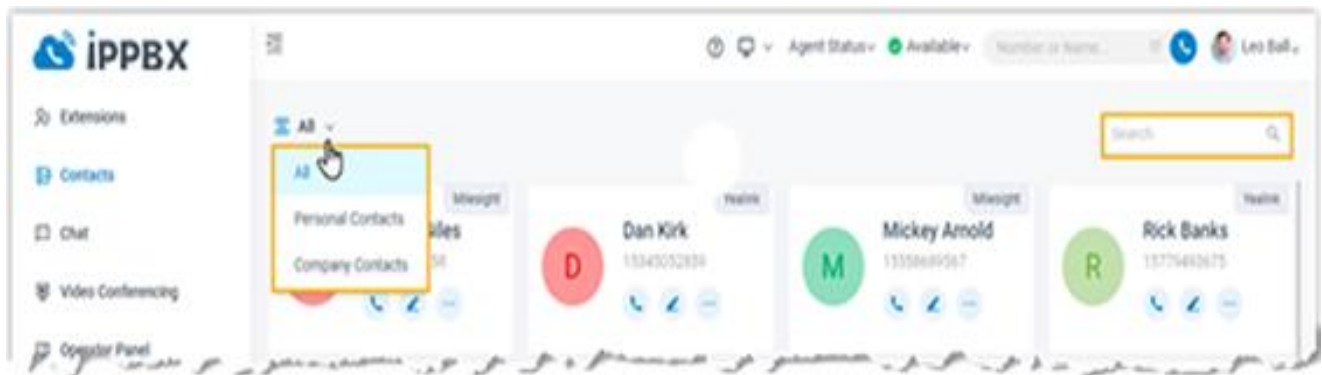
- To call the colleague's extension number, click  to call out.
 - To call the colleague's mobile number, click **...** and select **Call Mobile**.

Tip: You can also right click the contact card, and click **Call** or **Call Mobile** to call out.

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Make an audio call from Contacts list


1. On the left navigation bar, click **Contacts**.
2. Find a desired contact:
 - a. In the drop-down list of , select the directory to which the contact belongs.
 - b. In the search bar, enter a name, a number, an email address, or a company name.

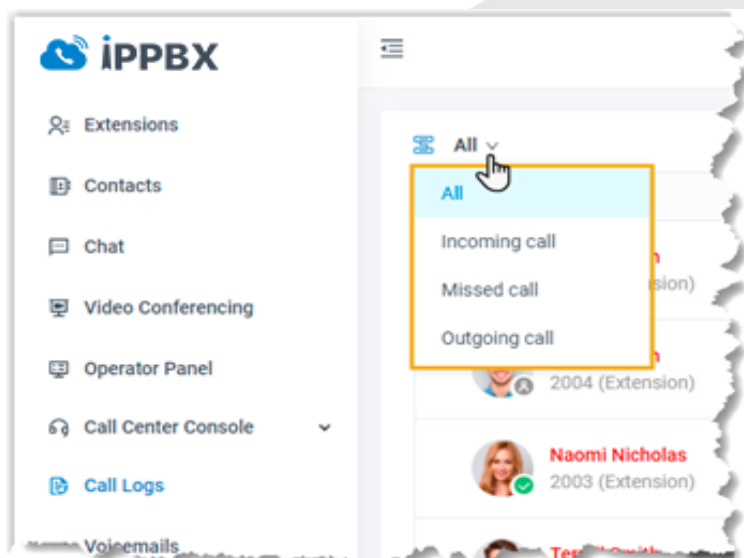


3. Click  to call out.

Tip: You can also right click the contact card, and click **Call** to call out.

Make an audio call from Call Logs

1. On the left navigation bar, click **Call Logs**.
2. **Optional:** To filter call logs, select a communication type from the drop-down list of .

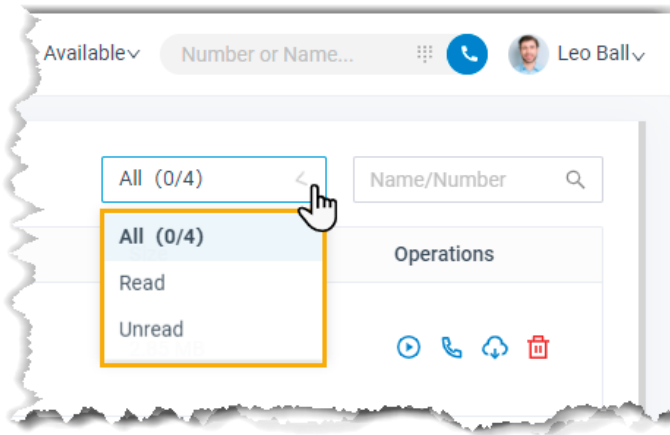



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3. Double click the record or click  to call out.


Make an audio call from Voicemails

1. On the left navigation bar, click **Voicemails**.
2. **Optional:** To filter voicemails, you can do as follows:
 - a. Select which status of voicemail messages you want to check.



- b. In the search bar, enter the caller's name or number.
3. Double click the record or click  to call out.

Make an audio call from Recordings

1. On the left navigation bar, click **Recordings**.
2. **Optional:** To filter recording files, enter a name or a number in the top-right search bar.
3. In the search bar, enter a name or a number.
4. Double click the record or click  to call out.