Business hours and after-hours answering

Your business hours decide who answers the phone. After hours you choose: whoever is on call, the assistant, or voicemail and a text.

Steps

1. Open Configure, then Phone calls.
2. Set your hours for each day, or use Copy to other days.
3. Choose who answers while you are open, and what happens after hours.
4. Press Save.

Good to know

An emergency can always go straight to a person if you choose it.

Quiet hours are separate. They only decide when texts go out.