

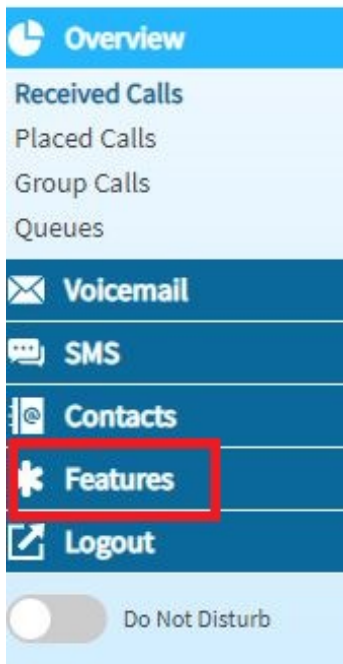
## Account Toggle Feature

This feature allows users, who are a member of a call queue, to toggle between working on-site and working remotely using only a softphone. Once your administrator sets this up for you, you can toggle this off and on at your discretion:

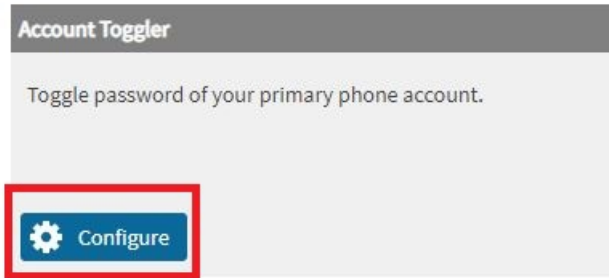
1. Login to the OMIN Panel

The screenshot shows the 'Enterprise Panel Login' interface. At the top, it says 'Enterprise Panel Login' and 'scoffice'. Below this are two input fields: 'Username \*' and 'Password \*'. A blue 'Log In' button is positioned at the bottom right of the form area.

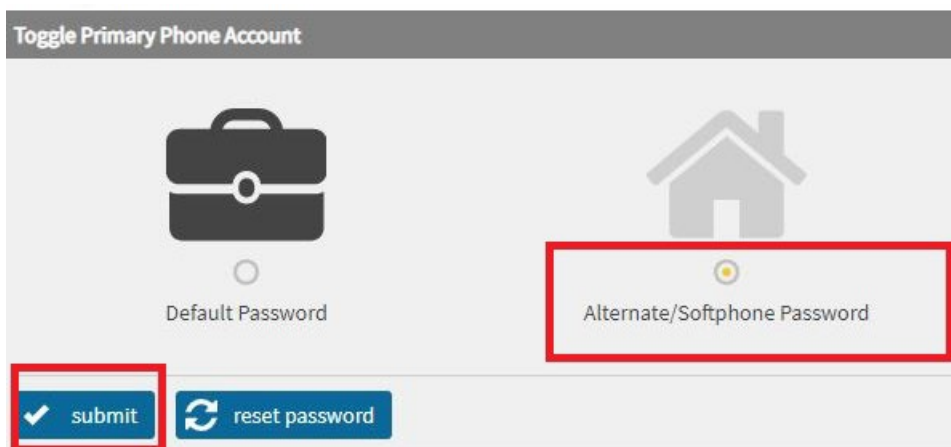
2. Go to Features on the left side of your screen.



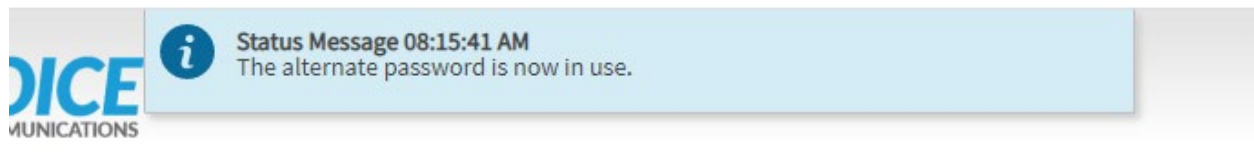
3. Select "Configure" under Account Toggler.



4. If working Remote, you will want to click on Alternate/Softphone Password (this will make your softphone your primary extension) click Submit



Once you click submit, you will see the confirmation status at the top of your screen.



5. Once you are back in office, you will complete the same steps, and set it back to Default Password to register your desk phone back as primary, you will not need to reboot any devices when swapping back and forth.