



Quick Setup Hoteling On Akuvox IP Phones with Broadsoft Platform

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Content

Instruction..... 2

Configuration On Broadsoft..... 3

 1. Hoteling Host.....3

 2. Hoteling Guest.....4

Configuration on Akuvox IP Phones..... 6

Instruction

Hoteling function enables the customer to login the own sip account on the Host ip phone, after login to the phone, the customer can use his own guest account on the host IP phone.

Note: Hoteling is supported by Broadsoft platform, Please consult your Administrator for further information.

Application:

1、 Remote Work

1.1. User goes to the branch office; his own extension number is 2404984726 in head office;

1.2. User uses the remote work function, find an idle host IP phone;

1.3. User can login the extension number 2404984726 on this host IP phone, to call in and out using his own extension number.

2、 Work on different time division

2.1. Users A and B work on different time division at a same table with a same host IP phone, their extension numbers are 2404984472 and 2404984726.

2.2、 A logins the extension number 2404984472 in the morning , logout after leave.

2.3、 B logins the extension number 2404984726 in the evening, using the number 2404984726 to call in and out, logout after leave.

Configuration On Broadsoft

1. Hoteling Host

1.1 Configuration Path: Group->select a user(2404984724)->Call Control->Hoteling Host.

1.2 In the Hoteling Host page , click the **On** option , Press **OK**.

The screenshot shows the Broadsoft web interface for configuring a user. The left sidebar contains a menu with options: Profile, Incoming Calls, Outgoing Calls, Call Control (selected), Client Applications, Meet-Me Conferencing, Messaging, Service Scripts, and Utilities. The main content area is titled "Hoteling Host" and includes a description: "Hoteling Host allows a user to be designated as a host user. A user, who is assigned the hoteling guest service, can then be associated to the host user. When associated, the host user allows the guest user to use the host's device with the guest's service profile. If association limit is not enforced, the Guest user is allowed to associate with the Host user indefinitely." Below the description are three buttons: OK, Apply, and Cancel. The "Hoteling Host" section has a radio button set with "On" selected and "Off" unselected. A checkbox labeled "Enforce Association Limit" is checked, and a text box next to it shows "24" with "Hours" as a unit. Below this is an "Associated Guest" section with fields for Last Name, First Name, Phone Number, Extension, and Association Date. At the bottom of the form are three buttons: OK, Apply, and Cancel.

BROADSOFT
Group > Users : 2404984724

Hoteling Host

Hoteling Host allows a user to be designated as a host user. A user, who is assigned the hoteling guest service, can then be associated to the host user. When associated, the host user allows the guest user to use the host's device with the guest's service profile. If association limit is not enforced, the Guest user is allowed to associate with the Host user indefinitely.

OK Apply Cancel

Hoteling Host ☒ On ☐ Off

☒ Enforce Association Limit 24 Hours

Associated Guest

Last Name: First Name:

Phone Number: Extension:

Association Date:

OK Apply Cancel

2. Hoteling Guest

2.1 Hoteling Guest Passwords

2.1.1 Broadsoft Platform: Group->select a user(2404984726).

Group Help - Home
Welcome [Logout](#)

Options:
Profile
Resources
Services
Auth/Auth Codes
Call Center
Meet-Me Conferencing
Utilities

Users
Add a new user or manage existing users in your department or group.

OK Add Cancel

Enter search criteria below

User ID Starts With + Search

User ID	Last Name	First Name	Phone Number	Extension	Department	In Trunk Group	Edit
2404984721	2404984721	2404984721	+1-2404984721	4721			Edit
2404984722	2404984722	2404984722	+1-2404984722	4722			Edit
2404984724	2404984724	2404984724	+1-2404984724	4724			Edit
2404984725	2404984725	2404984725	+1-2404984725	4725			Edit
2404984726	2404984726	2404984726	+1-2404984726	4726			Edit
RingslinkUser3	2404984723	2404984723	+1-2404984723	4723			Edit

[Page 1 of 1]

OK Add Cancel

2.1.2 Broadsoft Platform: Group-> select the user(2404984726)->Profile

->Passwords.

Choose **Set portal password** in **Passwords** page, set the new password.

Group > Users > 2404984726 Help - Home
Welcome [Logout](#)

Options:
Profile
Incoming Calls
Outgoing Calls
Call Control
Client Applications
Meet-Me Conferencing
Messaging
Service Scripts
Utilities

Passwords
Password allows you configure your passwords for the web portal and/or portal.

OK Apply Cancel

☐ Set web access password ☒ Set portal password

Reset Password

* Type new password:

* Re-type new password:

OK Apply Cancel

2.2 Hoteling Guest Configurations

2.2.1 Broadsoft Platform: **Group**-> select the user(2404984726)->Call Control

->Hoteling Guest

2.2.2 In the Hoteling Guest page , click **On** option , Press **OK**.

Group > Users > 2404984726 Help - Home
Welcome [Logout](#)

Options:
Profile
Incoming Calls
Outgoing Calls
Call Control
Client Applications
Meet-Me Conferencing
Messaging
Service Scripts
Utilities

Hoteling Guest
Hoteling Guest allows a user to associate their service profile with a Hoteling Host user. This allows the guest user to use the host's device with the guest user's service profile. This is useful for transient employees.

OK Apply Cancel

Hoteling Guest: ☒ On ☐ Off

☒ Limit Association to 24 Hours

2.2.3 Associated Hoteling Guest to Hoteling Host: Press **Search** in **Hoteling Guest** page, it will display the list of idle Hoteling Hosts in **Available Hosts**, choose one idle hotel host and press **Add** to associate.

The screenshot shows a web interface for associating a Hoteling Guest with a Hoteling Host. At the top, there is a search bar with the text "Enter search criteria below". Below this, there are two dropdown menus: "User ID" and "Starts With", followed by a text input field and a "Search" button. The main area is divided into two columns: "Available Hosts" on the left and "Associated Host" on the right. The "Available Hosts" column contains a list of five host IDs: 2404984721, 2404984722, 2404984724, and 2404984725, each followed by its corresponding (2404984721) through (2404984725). Below this list is an "Add >" button. The "Associated Host" column is currently empty. At the bottom of the interface, there are three buttons: "OK", "Apply", and "Cancel".

Note: An account can not be simultaneously used as the Guest and Host identity, and the Host and Guest is one to one relationship, when a Host (or Guest) and a Guest (or Host) is associated, it can no longer be associated with other account unless it logout

Configuration on Akuvox IP Phones

After associating Hoteling Guest to Hoteling Host on the Broadsoft Platform, now you need to do some configurations on Akuvox IP Phones.

- Enable Hoteling function on Akuvox IP Phones

Note: Currently, IP Phone only supports Auto Provisioning to enable Hoteling.

- Config file:

Order	Description
Config.Account1.Hoteling.Enable = 1	#Enable the Hoteling feature for the account 1; "0" disable the Hoteling feature , "1" enable the hoteling feature.
Config.Account1.Hoteling.AutoLogin = 0	#"0" means the phone will not remember the User ID and password, "1" means the phone will remember the User ID, "2" means the phone will remember the User ID and password.
Config.Account1.Hoteling.User = Config.Account1.Hoteling.Password =	#set the User ID and password for the auto login.

- The idle status of phone after registering the host sip account just like below

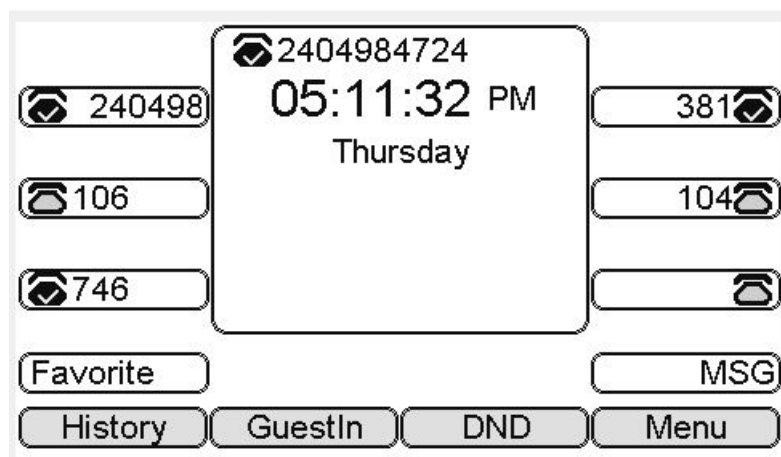
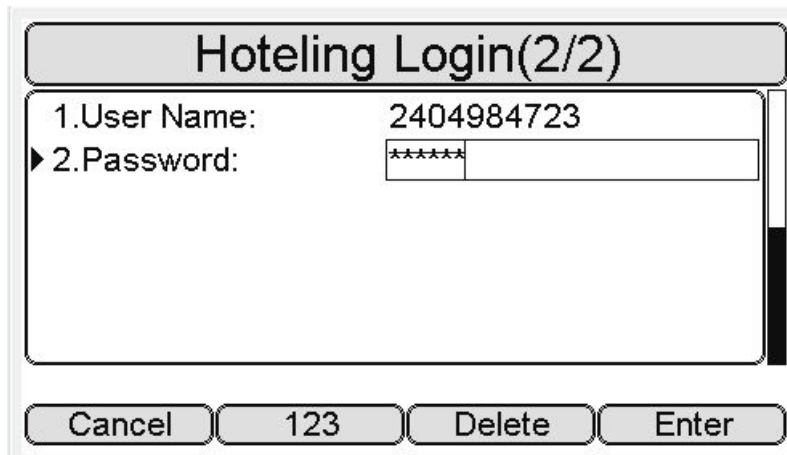


Figure1. The host IP phone number is 2404984724 on Akuvox IP Phones

- There are two ways to login the Guest account on the Host phone. (User ID/password /password)



Hoteling Login(2/2)

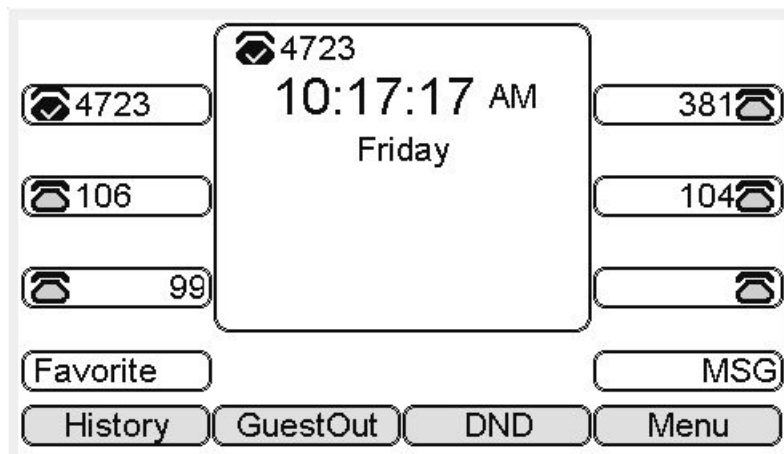
1.User Name: 2404984723

2.Password: *****

Cancel 123 Delete Enter

Figure 2. Press GuestIn softkey to login the extension number 2404984723/User ID and password on Akuvox IP Phones

- The Guest account 2404984723 is ready for use.



4723

10:17:17 AM

Friday

4723 106 99

Favorite History GuestOut DND Menu

381 104 MSG

Figure 3. Guest is ready for use on Akuvox IP Phones

Note: After recovering from the phone off /off network, guest account will automatically login unless the Guest account disassociates on the Broadsoft website /phone GuestOut.