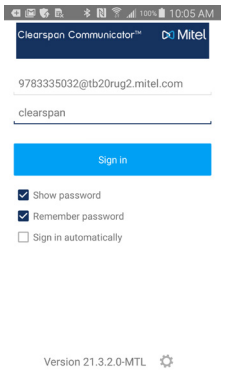
Clearspan® Communicator for Android

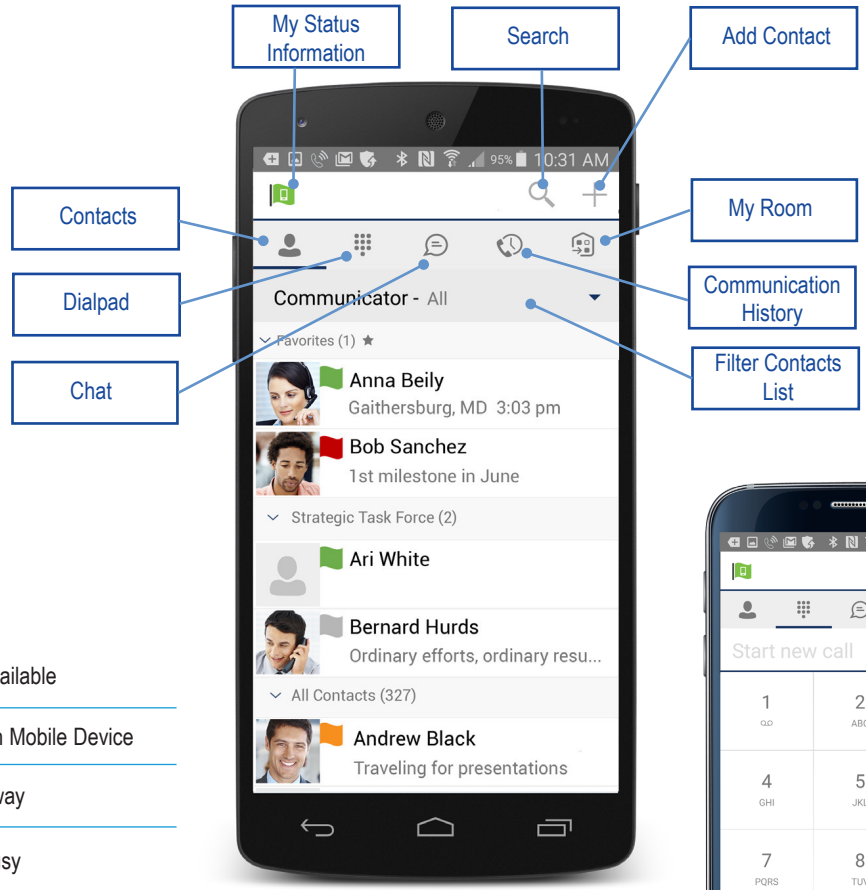
Clearspan® Communicator for Android offers a convenient, intuitive client interface for multimedia services. You can use it to place and receive phone calls and video calls. It also integrates various features with the Clearspan Communicator server platform.

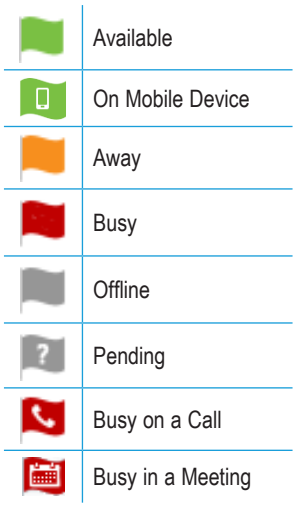
SIGN IN

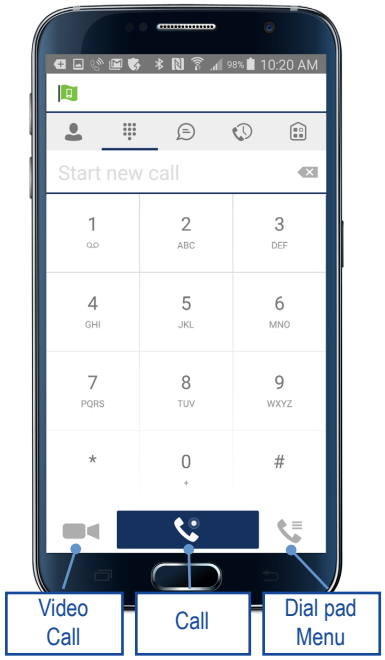
1. When Clearspan Communicator starts up, the sign-in screen displays.
2. If you are signing in for the first time, you must enter the URI of the server, username, and password, which are supplied by your administrator. On subsequent logins, you can enter your own password.
3. To save your password, check the **Remember password** box. You can change this later in Settings.
4. To sign in automatically, check the Sign in automatically box. You can change this later in Preferences.
5. Tap **Sign in**.



To sign out, swipe in from the left side of the screen to access the side navigation menu, and select **Sign Out** at the bottom of the list.



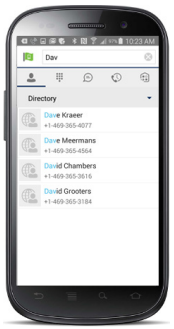




SEARCH FOR CONTACTS TO ADD OR CALL

You can search All, Online, Local Address Book, or Directory contacts.

1. Tap at the top of the contacts screen, and enter a name.
2. Tap an entry in the search results to communicate with the contact or add the contact to your Contacts list.

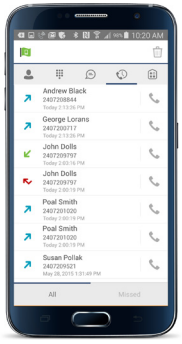


***Note**: Remove the characters in the search box after your search. If any characters remain in the search box, your contacts will not display when you click on the Contacts icon.*

ADD A CONTACT OR CONFERENCE

1. To manually add a contact or conference to your Contacts list, click + near the top right corner of the main screen and select Add Contact, Add Conference, or Add Local Contact.
2. Enter the name and contact information.
3. Tap **OK**.

VIEW THE CALL HISTORY



Click to view the Communication History. The following icons indicate status.

- Completed call.
- Missed or diverted call.
- Outbound call.

PLACE AN AUDIO OR VIDEO CALL

You can make an audio or video call using one of the following methods:

- Tap a contact from the Contacts list to open a contact card. From the contact card, choose to make an audio call or to make a video call.
- Choose from the options provided, after a long press on a contact.
- From the search results, tap a contact to open a contact card and choose the audio or video icon or by using the long press options.
- Open the dial pad, enter a phone number, and tap the Call or Video button.
- On the Call History list, tap a call entry.
- On the Chat screen, tap to make an audio call or to make a video call.

The following icons are available during a call:

	Hold
	Mute microphone
	Hang up
	Use speaker

ADD A CONTACT TO FAVORITES

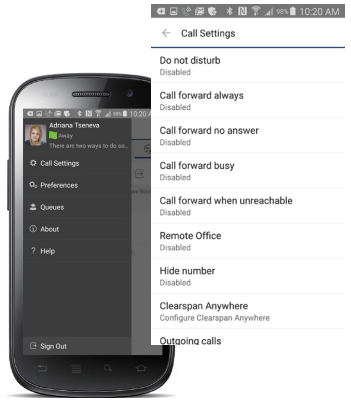
You can add a contact to Favorites by making a long press on a contact, and then choosing Add to Favorites from the options provided. Favorites appear as a group on the Contacts screen.

CHANGE YOUR STATUS DISPLAY

1. Tap your presence flag in the top left corner of the screen.
2. Tap your status display.
3. Make any changes:
   - Tap your profile photo to change it.
   - Tap the text field to enter a personal message.
   - Select a presence status.

CONFIGURE SETTINGS

1. Swipe in from the left side of the screen to access the side navigation menu.
2. The following settings are available:
   - My Status
   - Call Settings: Do Not Disturb, Call Forwarding, Remote Office, Hide Number, Clearspan Anywhere, Outgoing calls, Simultaneous Ring Personal, Own Phone Number
   - Preferences: Remember password, Sign in automatically, Troubleshooting
   - Queues
   - About
   - Help



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Powering connections

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