

◆ CALL FORWARDING INSTRUCTIONS ◆

How does call forwarding work?

If you're using Google Voice with a Google number (including a number that you've ported into Google Voice), your Google number is now your hub for getting all of your calls. So, when people call your Google number, you can have your calls forwarded to different phones.

Add and verify a forwarding phone.

Currently it's not possible to forward your calls to an international number.

To add a forwarding phone:

1. Click the **gear icon** at the top right of the Google Voice window.
2. Select **Settings**.
3. Click **Add another phone**.
4. Enter a name for the phone, the phone number, and select the 'Phone Type'.
5. Click **Save**.
6. A 'Verify your Phone' pop-up will appear with a verification code. Click **Connect** and Google Voice will call the phone you're verifying.
7. When prompted, enter the verification code to complete the process.

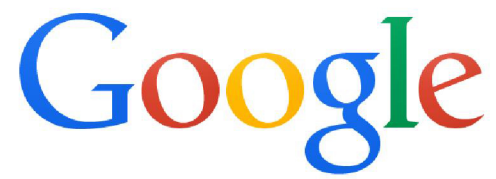
You can set up to six phones to ring when someone calls your Google number.

Adjust your forwarding phones' settings.

You can also customize settings for each of your forwarding phones. For example, you can set a ring schedule so that when your Google number is called, it only rings your home landline phone during certain times of the day.

To adjust your forwarding phones' settings:

1. Click the **gear icon** on the right side of the page and then select **Settings**.



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To adjust your forwarding phones' settings, cont'd.:

2. Click **Edit**.
3. Click **Show advanced settings**.
4. Choose the settings you'd like and then click **Save**.