



Welcome to TELUS Business Connect!

Logging In

Once the app is installed on your mobile phone or computer, your login to the system please do the following:

1. Choose Signin and then choose Single Sign On
2. Sign in with your SMUS email address and network password

Follow the prompts, accepting the relevant permissions, if required, and the app will then provide you a brief tutorial you can go through, if desired.

Voicemail

To record a custom voicemail greeting:

1. Access your **Dial Pad** on either the cellphone or computer application and place a call to ***86** (voicemail).
2. Key in the default Voicemail PIN – **100100#**.
3. Once you have logged in, press 2 for **Account Administration**, press 2 to **Record your greetings**, and press 2 to **Record your voicemail greeting**.

NOTE: When recording a voicemail, please make sure to select **voicemail greeting** and **NOT greeting**, as a greeting is a message that plays **before** a call gets connected to your line. If you record your message under that option, all callers will hear that audio before your phone starts to ring, and they will think your line is immediately going to voicemail.