

# PHONE LINES ARE DOWN?

Try these four simple steps to get your phone service up and running again.

#### STEP 1. CHECK THE CORDS

Step number one is always making sure everything is plugged in. A loose cord to either your phone system or your router/modem can be an easy fix.



#### **STEP 2.** MAKE SURE YOU'RE ONLINE

Speaking of checking your router/modem, you want to see if the rest of your office is online in some capacity.



### **STEP 3. LOOK FOR ALERTS**

If everything looks good on the first two steps, check your VoIP providers website or Twitter for outage alerts.



# **STEP 4. CONTACT YOUR PROVIDER**

Whether there's an outage alert or not step four is reaching out to your VoIP service provider so they can begin troubleshooting the problem for you and getting your phones back up.



# **EXTRA REMINDER**

You can contact your VoIP service directly but if you work with an IT service provider they're probably your best point of contact. They're there to help you with your vendors after all.



#### LOOKING FOR RELIABLE VOIP SERVICE?

Look no further, visit ValleyTechlogic.com/VoIP to learn more.