



Example Precedence Menu

Standard Business

For many companies, the default menu is the Closed Menu.

Your business is open Mon-Fri 8am-5pm - Modify your Open Menu (Lowest Precedence) to play from 8am-5pm Mon-Fri.

You are closed for lunch from 1pm-2pm - Create a Lunch Schedule (Low Precedence) to run from 12pm-1pm weekdays.

24 Hour Business

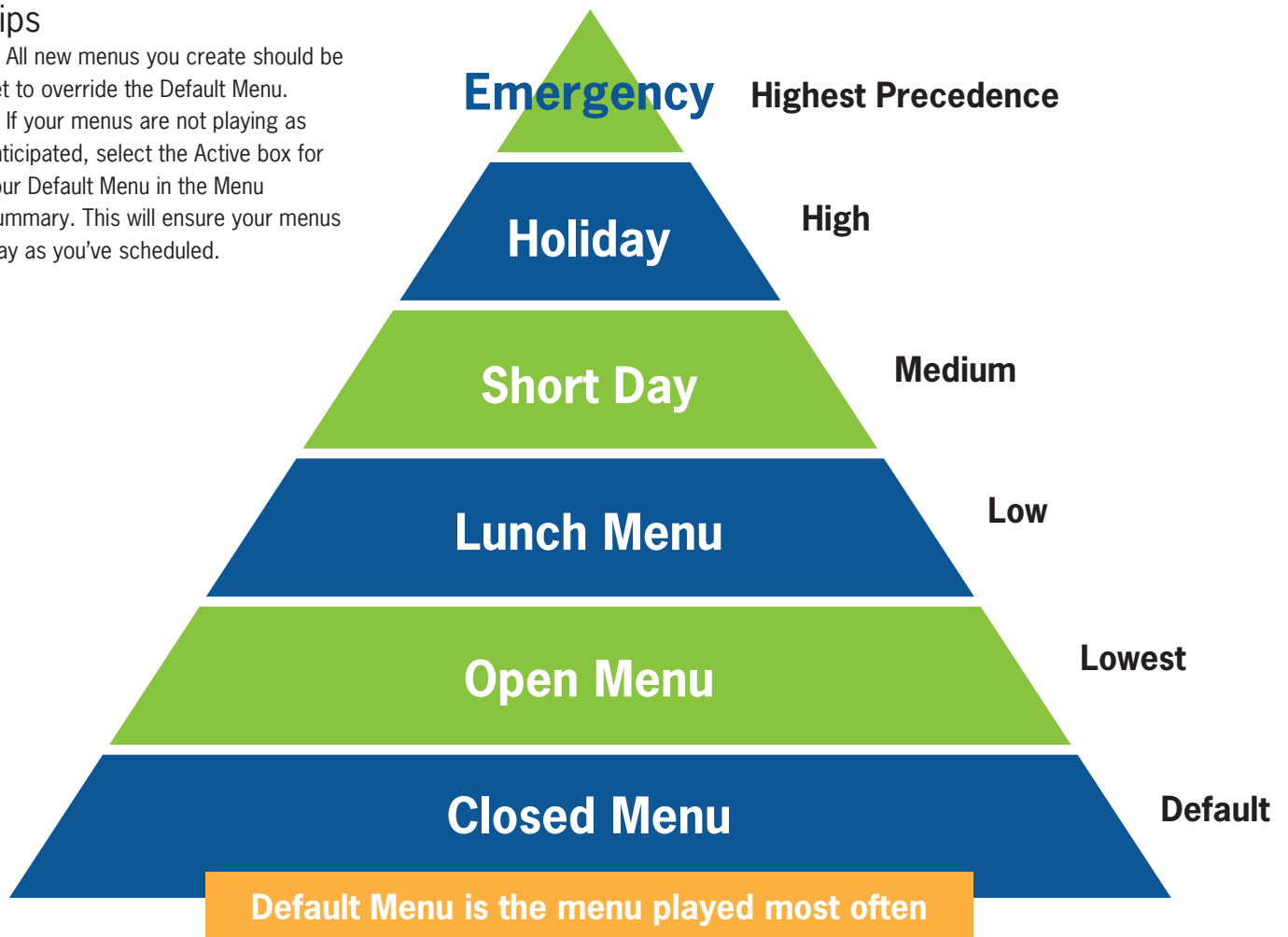
A 24 hour business would most likely have the Open Menu set as the Default Menu because they are open more than they are closed.

Short Day Menu

Do you have a back-up plan if you need to close your business early for a day? Create a Short Day menu. The Short Day menu must be set at a higher precedence than the Open and Lunch menus so it will override your business-as-usual menus.

Tips

1. All new menus you create should be set to override the Default Menu.
2. If your menus are not playing as anticipated, select the Active box for your Default Menu in the Menu Summary. This will ensure your menus play as you've scheduled.



Short "How-to" videos can be found on our **Resources** page under Voice > Voice Service Add-Ons > Auto Attendant