## Setting a Default Outbound Caller ID

- 1. Log into the NocTel control panel.
- 2. Click Account Preferences in the left-hand menu to expand the section.
- 3. Click General Setup.

|   | Reports & Billing                                 |  |  |  |  |
|---|---|--|--|--|--|
|   | Account Preferences                               |  |  |  |  |
|   | General Setup 🔫 ——                                |  |  |  |  |
|   | Account Users                                     |  |  |  |  |
|   | Adjustable Toggles                                |  |  |  |  |
|   | LDAP Integration                                  |  |  |  |  |
|   | Paging Groups                                     |  |  |  |  |
|   | Speed Dial Setup                                  |  |  |  |  |
| С | On the General Setup page click the Phone System. |  |  |  |  |
|   | General Setup Routing Phone System                | n Cloud On-Premise Servers Account Owner |  |  |  |
|   |   |  |  |  |  |
|   | Location Settings                                 |  |  |  |  |
|   | Default Outbound Caller ID: 503.764.              | 1300 - NocTel Main                       |  |  |  |
|   | Default E911 Emergency Address: Select            | \$                                       |  |  |  |
|   | Time Zone America/                                | Los_Angeles 🗘                            |  |  |  |

5. In the Location Settings use the dropdown list for **Default Outbound caller ID** to select a number that should be used for caller ID if another number is not selected for the extension.

| Location Settings               |                            |    |
|---------------------------------|----------------------------|----|
| Default Outbound Caller ID:     | 503.764.4300 - NocTel Main |    |
| Default E911 Emergency Address: | Select                     | \$ |
| Time Zone                       | America/Los_Angeles        |    |

6. Click the **Submit button** to save the change.

## (i) More On Caller ID

To learn more about Caller ID, including setting the Caller ID Name for a number and assigning Caller ID to individual extensions check out our Caller ID article.

## **Related articles**

- Setting a Default Outbound Caller ID
- Resetting a Cisco ATA to Factory Default
- Caller ID

4.