This article pertains to the Sylantro/Unity telephone system. MIT is currently transitioning from the Sylantro/Unity telephone system to the BroadSoft system. To learn about the transition, determine which system you are on, or access additional resources for both systems, see the KB article Transition to MITvoip BroadSoft Cloud.

The Reach Me pane in the MITvoip Console contains tools that allow you to customize how MITvoip directs your incoming calls. You can:

- Forward your calls to another number
- Have calls ring at various phones in sequence
- Have calls ring at various phones simultaneously
- Specify different forwarding rules for VIPs, friends, and family
- Set a weekly schedule to automatically change your forwarding rules

Online training demos are available for many of these call forwarding features.

Note: When you forward your calls, your desk phone will ring once for each call to remind you that Call Forwarding is activated.