## **3CX WebClient Instructions**

- Send a request to <u>helpdesk@manhattantech.edu</u> for access to the 3cx web client. You will need a microphone or webcam with microphone to make phone calls.
- 2. You will receive a welcome email from 3CX that includes your username and password to access the website.
- 3. Go to <u>https://phone.matc.net/webclient/#/login</u> and login with the username and password sent to you in the welcome email.
- 4. You can click the dial pad to type in a phone number or you can type the number into the number field on the top right.



5. You can check voicemails and change settings on the left-hand side of the page.

