**Modify Time Frames**

Your main number call routing can be modified at any time. This could be useful if you have unexpected office closures or need to make routing changes for any reason. Once the routing is modified, allow the system about 90 seconds to accept your changes, and test calling to ensure the routing behaves as expected. Contact us with any issues.

The below will show you where you can go within the portal to modify settings related to inbound call routing per phone number.

1. Login to your portal at http://voip.hopdial.com
   1. Contact support@hopdial.com if you need help with your credentials.
2. Once logged in, press "Services" on the top menu, then "Standard" or "Toll-Free" under "Phone Numbers" on the left menu based upon the phone number's routing you wish to edit.
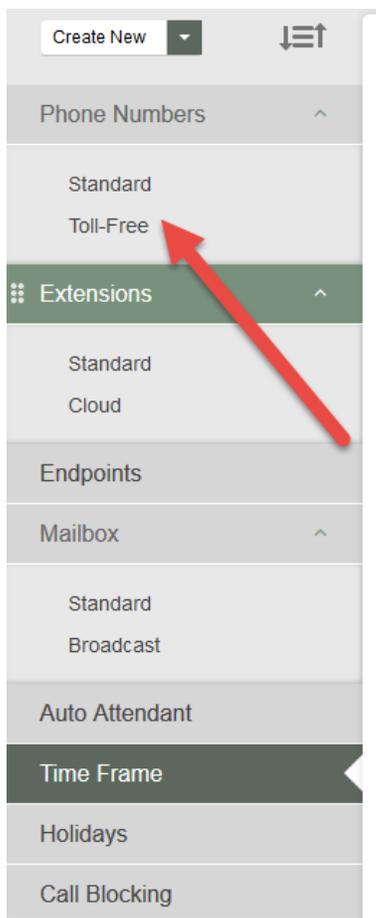
3. The next page will present your phone// numbers, and the current configuration of Caller ID and routing:
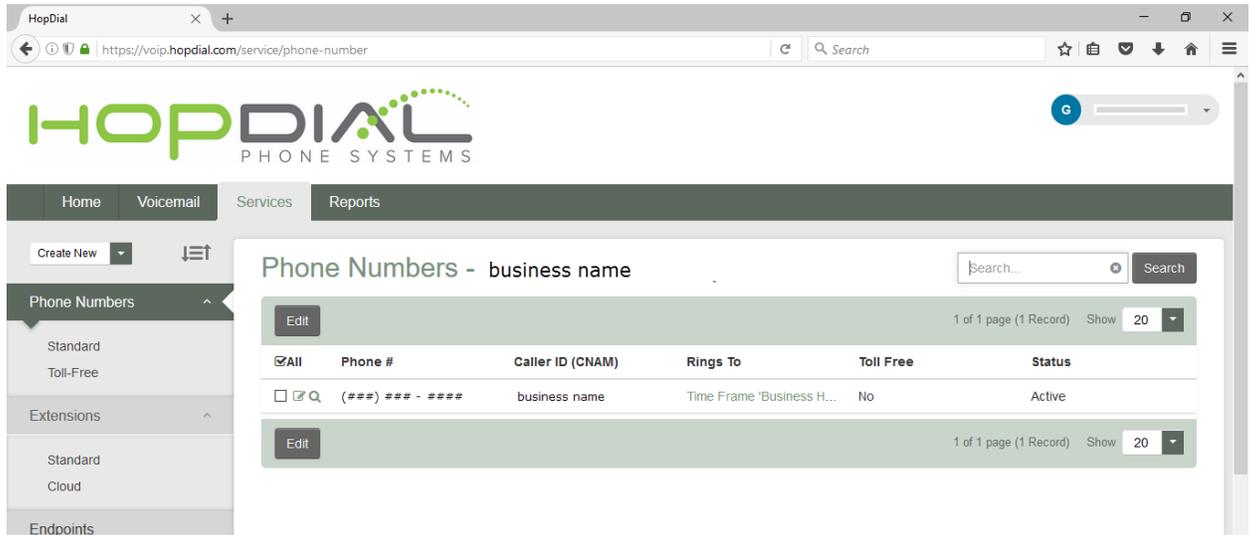
4. By clicking the phone number you wish to edit, you are presented a screen where you are able to modify your Caller ID settings and your call routing:

The routing options could send calls to ring groups, auto-attendants, outside numbers, etc.

5. Once your routing options are set, and your hours are set, be sure to press "Save" at the bottom of the screen and wait 90 seconds to confirm the changes are behaving as expected.