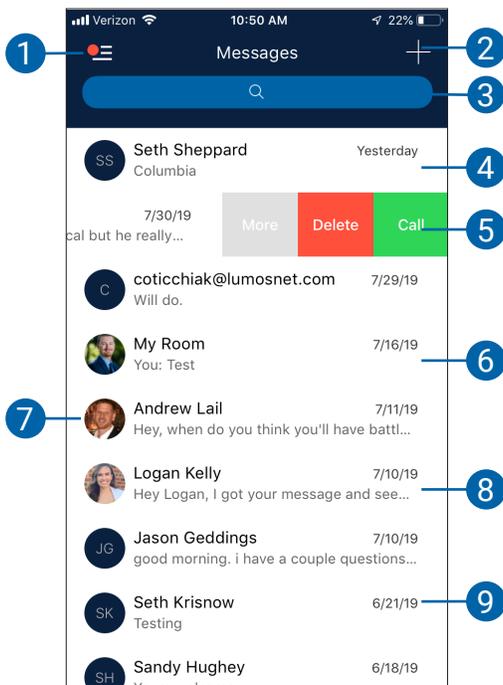


# Unify Quick Reference Guide

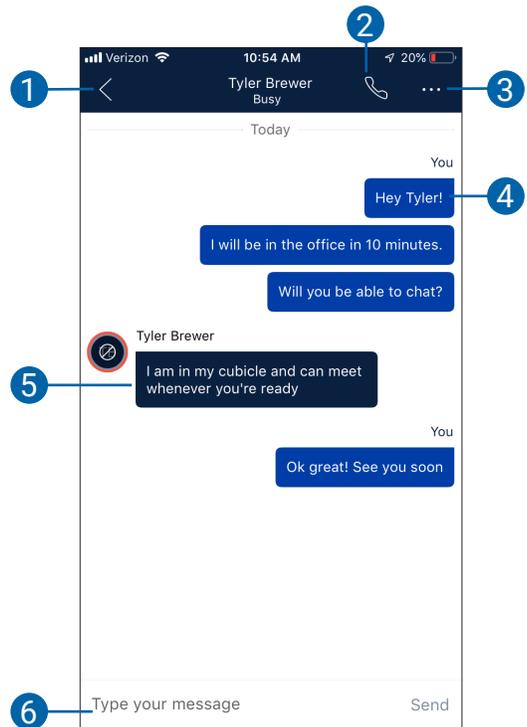


## MESSAGES

1. Tap to open the application menu
2. Start new one-to-one or group message
3. Search message text
4. One-to-One Message
5. Swipe Options (call, profile, more: mark as read, delete)
6. Group Message
7. Profile Picture
8. Broadcast Message
9. Date and time of most recent message

## CHAT THREADS

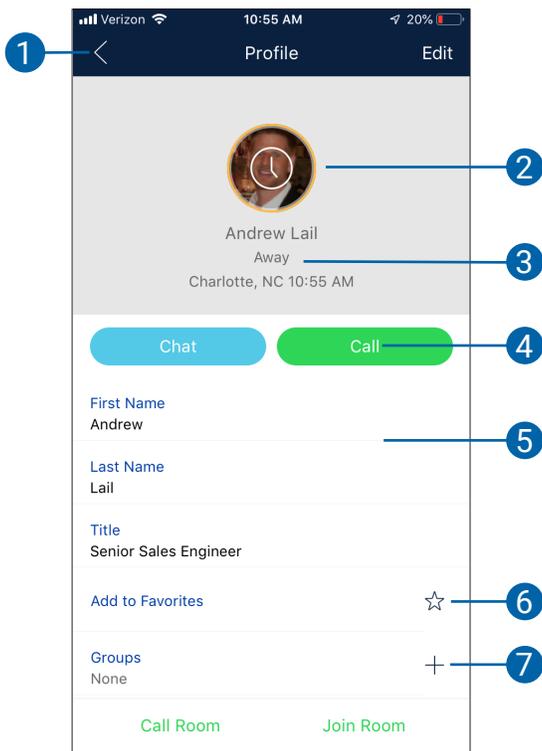
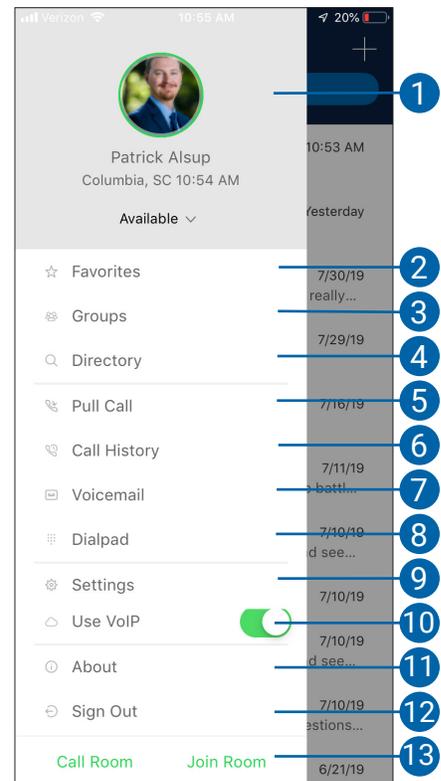
1. Tap back (<) to return to the previous screen
2. Call
3. More Options (call room, view profile, get new messages)
4. Outgoing Messages (tap for date/time of message)
5. Incoming Messages
6. Text Entry



# Unify Quick Reference Guide

## APPLICATION MENU

1. Update picture and profile data
2. Tap favorites to see your favorite contacts and their status
3. View your contact groups and start group messaging
4. Search in directory for Segra or local phone contacts
5. Pull an ongoing call from one of your devices to another one where call pull feature is used
6. View call history to see your call logs for incoming, outgoing, and missed calls
7. Access Voicemail
8. Call any number from the dial-pad. Long press on "1" on the numeric pad calls your voice mail.
9. Settings
10. Use VoIP
11. About (find more information in About for the client version, license, and legal notices)
12. Sign out of app
13. My Room is your permanent communication room. Use the Call Room button to dial in to your audio bridge.



## CONTACT PROFILE

1. Tap back (<) to return to the previous screen
2. Profile Picture
3. Status, location, and time
4. Quick Actions (chat, call, and call room)
5. Profile Details
6. Set contact as favorite
7. Add to group