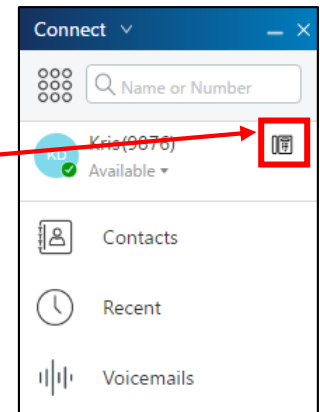
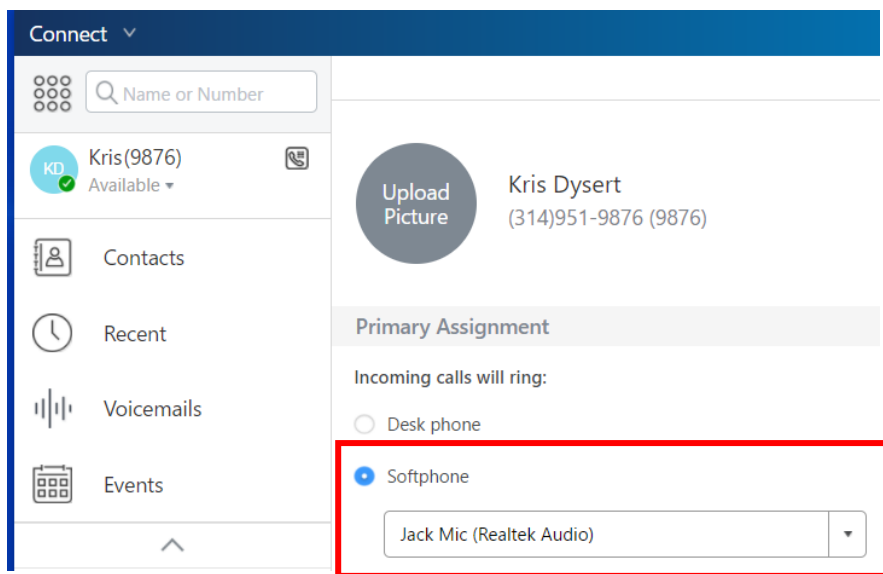


Using the Mitel Softphone Feature

A softphone is a software application that runs on a computer and functions as a phone, but without the handset that is normally associated with a phone. A softphone is ideal for remote workers who need access to their college phone service from any location where they have their computer.

Enabling your Softphone

1. Open MitelConnect on your computer
 - a. If you are off-site, make sure you are using the STLCC VPN
 - b. You will need a headset or speaker/microphone
2. Select the Primary Assignment icon (small phone icon)
3. Select the Softphone radio button



If the Softphone option is not shown or you need assistance, please contact the STLCC Helpdesk at helpdesk@stlcc.edu or 314-539-5113.