

Sign In

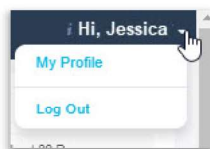
1. Open a browser and enter the secure URL (web address) provided to you for online account management. *Example: <https://portal.driveuc.com>*
2. Enter your Username (xxxxxxx@domain.xx) and Password credentials, as requested.
The [Forgot Password?](#) link can be used to retrieve your information via email, where a retrieval email has been defined/enabled.
3. Click the **Sign In** button and the Portal opens.
*During initial access, a **Terms and Conditions** dialog requiring manual acknowledgment displays. Review the document, click to place a check in the box to **Accept** and then **Save** to proceed. This dialog will not be presented again unless the T&Cs are updated.*

Portal Menu

- » **My Services** - Lists links to the Home Page/Dashboard for any numbers or extensions on the account. Click on a link to view the dashboard for the selected item.
- » **My Tools** - Access to the Documents and Contact Directory (Enterprise Common) pages.

Quick Access Tools

The drop-down menu (top right) offers access to open My Profile (directory information) and Log Out.



My Services Dashboard Features

Profile

View/Edit your profile info - password, notification emails, temporary e911 location, and your directory information - right from here.

Voicemail

Listen to and manage your voicemails, reset your voicemail PIN, manage greetings, edit your voicemail settings, even block callers - all from this section.

Call Logs

Quickly see your latest calls. This section displays your most recent call activity and offers tools to filter the information. Click [View all Call Logs & Details](#) to see and export the details of up to 1000 of your calls over the past 90 days.

Contact Directory

Add/Manage non-system and personal contact listings that sync to your phone's Personal Contact Directory.

Applications

Easy dashboard access to open the Sign in/Landing page of any add-on web services or applications on your account.

Basic Features

Your basic **On/Off** feature settings are displayed right here for easy access, along with a link to [View All Features](#) so you can manage the other voice services feature settings you have access to on your account.

DRIVE UC | Hi, Jessica

My Services

My Tools

Documents

Contact Directory

Jessica Roach

Portal Login Username: [redacted]

E911 Address: [redacted]

1112

[View Profile](#)

Contact Directory 0 [Import Contacts](#) [Add Contact](#)

Name	Phone Number
No records available	

Applications

No applications are available.

Voicemail 14

Voicemail

Play	Phone	Date
<input type="checkbox"/>	[redacted]	2/10/2020 05:58 AM
<input type="checkbox"/>	[redacted]	2/7/2020 03:21 PM
<input type="checkbox"/>	[redacted]	4/22/2019 08:53 AM
<input type="checkbox"/>	[redacted]	4/19/2019 10:09 AM
<input type="checkbox"/>	[redacted]	4/19/2019 08:32 AM

[Voicemail Settings](#) [Manage Greetings](#) [Reset Voicemail Pin](#) [Message Deposit](#)

[View All Voicemails & Details](#)

Call Logs 2054193107 (102)

Direction	Caller ID	Phone	Date	Time
In	Patrick Higgins	[redacted]	4/9/2020	01:14:07 PM
Out		[redacted]	3/31/2020	12:11:30 PM
Out		[redacted]	3/30/2020	01:43:07 PM
Out		[redacted]	3/27/2020	11:44:27 AM
Out		[redacted]	3/23/2020	10:45:40 AM
Out		[redacted]	3/23/2020	10:45:14 AM
In	Patrick Higgins	[redacted]	3/18/2020	11:28:07 AM

[View All Call Logs & Details](#)

Basic Features

- Anonymous Call Rejection
- Caller ID
- Call Waiting
- Connected Line ID Restrictions
- Do Not Disturb
- Outbound Caller ID Block

[View All Features](#)