

FIBERME Communications LLC.

FCM630A Series IP PBX - Lightweight Call Center Guide

Table of Contents

INTRODUCTION	3
FCM CALL CENTER FEATURES LIST	4
Call Queues	4
Virtual Queue	7
Position Announcement	9
Music On Hold	9
Agents Management	9
Incoming Calls Distribution	11
Call Control	11
Using Standard Feature Keys or Codes on the Phones	12
Using Switchboard	12
Monitoring	12
Call Barging	12
Whisper Coaching	13
Statistics	13
CTI (Computer Telephony Integration)	15
Switchboard	16
CRM	18
IVR and Call Recordings	18
IVR	18
Call Recording	19
TYPICAL CONFIGURATIONS OF FCM CALL CENTER AND CRM SOLUTION	20
Centralized Mode	20
Scenario Overview	20
Configuration Steps	21
Distributed Call center mode	22
Scenario overview	22
Configuration stone	22



Table of Figures

Figure 1: Call Queue Diagram	4
Figure 2: Call Queue Statistics Automatic Download	14
Figure 3: Call Queue Statistics	
Figure 4: Switchboard from User Portal	16
Figure 5: Switchboard from Chairman Account	
Figure 6: Call Center Network Architecture	20
Figure 7: Key Pressing Events Configuration	21
Figure 8: Call Queue flow example	22
Table of Tables	
Table 1: Call Queue Automatic Download	
Table 2: Call Queue Basic Settings	21



NTRODUCTION

Today, many small and medium sized businesses are choosing for on-premises IT solutions, which will fit their special business needs. As for the telephony systems, VoIP (Voice over IP) has emerged in the last years as major technology providing all necessary features that enterprise grade PBXs can offer.

One of the major functionalities that a VoIP system must provide are call center features, allowing SMBs to implement their own local call center and better serve their customers by phone calls.

There are hundreds of different hardware/software providers across the globe that integrate call center functionalities into their solutions, and every call center system has its pros and cons. When selecting the right call center system for your business, contact center, or call center, it's important to decide which features you want your phone system to have.

FIBERME Communications, being the leading manufacturer of VoIP equipment, has built into its well-known FCM630A IP-PBX series many call center features that businesses are requesting and will continue to add more options to attend to its customer's needs. On the following guide, we will cover in detail all the major modules and features provided by FCM630A IP-PBX series that will help you run your own call center in the most possible efficient way.



g e 3 www.fiberme.com

FCM CALL CENTER FEATURES LIST

The FCM has most of the well-known features that are requested for call center implementations, the following sections will cover these modules and functionalities one by one in more detail.

Call Queues

FCM supports one of the fundamental building blocks of every call center system, that is call queues.

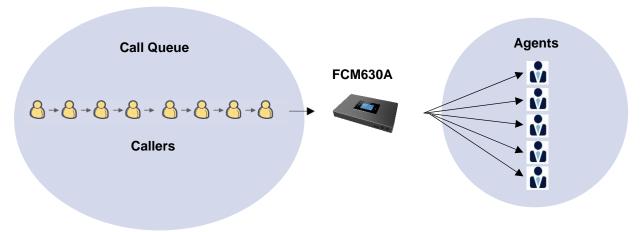


Figure 1: Call Queue Diagram

Typically, a call queue consists of:

- Callers: Sending incoming calls placed in the queue.
- Agents: Members defined to answer the queue calls. Agents can be either static or dynamic.
- Call queue strategy: A strategy that dictates how the PBX will distribute incoming calls to the agents.
- Music on hold: Music or advertisements played for callers while waiting in the queue.

Users can also set other useful features and options that we summarize on the following table:

	Basic Settings		
Extension	Configure the call queue extension number.		
Name	Configure the call queue name to identify the call queue.		
	 Ring All Ring all available Agents simultaneously until one answers. 		
• Linear Strategy Ring agents in the specified order.			
	Least Recent Ring the agent who has been called the least recently.		
	Fewest Calls Ring the agent with the fewest completed calls.		



Page 4 www.fiberme.com

	• Random	
	Ring a random agent.	
	Round Robin	
	Ring the agents in Round Robin scheduling with memory.	
	The default setting is "Ring All".	
	Select the Music On Hold class for the call queue.	
Music On Hold	Note: Music On Hold classes can be managed from Web GUI→PBX Settings→Music On Hold.	
Max Queue Length	Configure the maximum number of calls to be queued at once. This number does not include calls that have been connected with agents. It only includes calls not connected yet. The default setting is 0, which means unlimited. When the maximum value is reached, the caller will be treated with busy tone followed by the next calling rule after attempting to enter the queue.	
Wrapup Time	Configure the number of seconds before a new call can ring the queue after the last call on the agent is completed. If set to 0, there will be no delay between calls to the queue. The default setting is 10 seconds.	
Retry Time	Configure the number of seconds to wait before ringing the next agent.	
Ring Time	Configure the number of seconds an agent will ring before the call goes to the next agent. The default setting is 30 seconds.	
Auto Record	If enabled, the calls on the call queue will be automatically recorded. The recording files can be accessed in Queue Recordings under Web GUI-Call Features-Call Queue.	
Max Wait Time	Configure the timeout after which users will be disconnected from the call queue. The default setting is "60". 0 means unlimited. Note: It is recommended to configure "Wait Time" longer than the "Wrapup Time".	
Welcome Prompt	If enabled, users can upload an audio file that will be played as an Initial tone when dialing the queue number.	
Destination	Once Max Wait Time has been configured, select to which destination send the calls that have timed out. The default is to "Hang up" the call.	
Destination Prompt Cycle	Configure the voice prompt cycle (in seconds) of the call queue. Once all agents are busy and the voice prompt will be played, and you can press the appropriate key to transfer to failover destination.	
Custom Prompt	When playing a custom prompt, press 1 to transfer to failover destination.	
Destination	Select failover destination to send callers after pressing 1 upon hearing the custom prompt.	
Advanced Settings		
Virtual QueueCallerAnnouncementQueue Chairman	Refer to Error! Reference source not found. section for detailed information about these features.	
Enable Position Announcement	If enabled, the system will inform callers waiting in the queue of their positions in line.	



Page 5 www.fiberme.com

Announcement	If enabled, the estimated wait time for the call to get answered will periodically be announced to the caller. Note: Wait time will not be announced if less than one minute.		
Announcement Interval	The interval at which caller positions and estimated wait times will be announced.		
Enable Agent Login	Enables agent login/logout feature for static agents.		
	 Configure whether the callers will be disconnected from the queue or not if the queue has no agent anymore. The default setting is "Strict". Yes Callers will be disconnected from the queue if all agents are paused or invalid. No Never disconnect the callers from the queue when the queue is empty. Strict Callers will be disconnected from the queue if all agents are paused, invalid or unavailable. 		
	 Configure whether the callers can dial into a call queue if the queue has no agent. The default setting is "No". Yes Callers can always dial into a call queue. No Callers cannot dial into a queue if all agents are paused or invalid. Strict Callers cannot dial into a queue if the agents are paused, invalid or unavailable. 		
	Choose the destination where the call will be directed when the queue is empty or when all the agents are not logged in, here are the destinations that can be configured: Play Sound. Extension. Voicemail. Queues. Ring Group. Voicemail Group. Voicemail Group. External Number.		
Enable Agent Login	Enabling agent login will cause the dynamic agents to be unavailable.		
	The queue chairman can log into his web portal to operate the queue.		
Report Hold Time	If enabled, the FCM will report (to the agent) the duration of time of the call before the caller is connected to the agent. The default setting is "No".		
	If enabled, the FCM will replace the caller display name with the Call Queue name so that the caller knows the call is incoming from a Call Queue.		



g e 6 www.fiberme.com

Enable Feature Codes	Enable feature codes option for call queue. For example, *83 is used for "Agent Pause"		
Autofill	Configure to enable autofill.		
Dynamic Login Password	If enabled, the configured PIN number is required for dynamic agent to log in. The default setting is disabled.		
Alert-Info	When present in an INVITE request, the Alert-info header field specifies an alternative ring tone to the UAS.		
Agents			
Static Agents	Go to "Agents" Tab and Select the available users to be the static agents in the call queue. Choose from the available users on the left to the static agents list on the right. Click on to choose. And use UP and Down arrow to select the order of the agent within the call queue.		

> Call Queue Configuration

Below are the steps for basic creation and configuration of call queues from the FCM's web GUI:

- 1. Access the FCM web GUI under Call Features→Call Queue.
- 2. Click on "Add" to create a new call queue.
- 3. Specify the call queue extension number under **Extension** field.
- 4. Define a name for this call queue.
- 5. Configure the call queue strategy under **Strategy**.
- 6. Go to "Agents" tab to select available agents to receive calls.
- 7. Press **Save** button and **apply** the new changes.

For Agents configuration and management, please check [Agents Management] for more details.

Virtual Queue

A new function named Virtual Call Queue has been added to the FCM's call queue module, this allows customers to receive a callback instead of waiting in an ACD queue.

After a customer's waiting time exceeds a configurable threshold, he/she will be prompted to choose between stay waiting on the queue or leave a call-back number without losing his position in the queue. When it's his turn, the FCM will place automatically a call to the call-back number.

This feature can be enabled and configured under the advanced settings of each call queue.

Enable Virtual Queue	Enable virtual queue to activate call center features.		
Virtual Queue Period Configure the time in (s) after which the virtual queue will take effect and the mix will be presented to the caller to choose an option. Default is 20s.			
Virtual Queue Mode	 Offered to caller after timeout: After the virtual queue period passes, the caller will enter the virtual call queue and be presented with a menu to choose an option, the choices are summarized below: Press * to set current number as callback number. Press 0 to set a callback number different than current caller number. 		



Page 7 www.fiberme.com

	Press # to keep waiting on the call queue.		
	 Triggered on user request: In this mode, the callers can activate the virtual queue by pressing 2, then they will be presented with the menu to choose an option as below: Press * to set current number as callback number. Press 0 to set a callback number different than current caller number. Press # to keep waiting on the call queue. 		
Virtual Queue			
Outbound Prefix	System will add this prefix to dialed numbers when calling back users.		
Enable Virtual Queue Timeout	When this option is enabled and after a caller registers a call back request on the virtual queue. While all the agents are busy, the FCM will call an agent once he/she is idle again, this timeout is used for how long the FCM continues calling the agent and if the agent doesn't answer the call, then the callback request will timeout and expire.		
Write Timeout	Configure the virtual queue callback timeout period in seconds.		
Enable Virtual Queue Position Announcement	Enable the announcement of the caller's position periodically. Note: Queue position will now be announced to the caller upon entering the queue.		
Position Announcement Interval	Configure the period of time in (s) during which the FCM will announce the caller's position in the call queue.		
Enable Virtual Queue Wait Time Announcement	When enabled the FCM will announce the estimated queue wait time to callers if the estimated wait time is longer than 1 minute.		
Queue Chairman	Select the extension to act as chairman of the queue (monitoring).		
Virtual Queue Welcome Prompt	Click on "Upload Audio File" to upload the VQ welcome prompt.		
Enable Agent Login	 When enabled, statics agents can conveniently log in and out of a queue by configuring a programmable key on their phones as a shortcut. Notes: ✓ When this option is enabled, dynamic agent login will be no longer supported. ✓ In case of concurrent registrations, changing agent status on one phone (login/logout) will be reflected on all phones. 		
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Page 8 www.fiberme.com

Position Announcement

FCM supports also call queue position announcement, where the caller's position in the queue will be announced upon entering the queue.

This can help the callers to decide whether to wait more for an agent to answer thecall or leave a callback request or simply Hangup.

Virtual Queue & Position Announcement configuration

In order to set virtual call queue and position announcement features under a specificcall queue, users may follow the steps below:

- 1. Access the FCM web GUI under Call Features→Call Queue.
- 2. Edit the call queue and go to advanced settings.
- 3. Check "Enable Virtual Queue" and leave the mode set to be offered to the caller.
- 4. Set the "Virtual Queue period" (ex: 30s).
- 5. Set Virtual Queue Outbound prefix that will be used for outbound rule matching.
- 6. Enable position announcement.
- 7. Set the position announce period (ex: 30s).
- 8. Enable Hold Time Announcement (Optional to announce the estimated queue wait time to callersif the estimated wait time is longer than 1 minute)
- 9. Save and apply.

Music On Hold

FCM supports also Music on hold, which is largely used on call center systems. Once a call reaches the queue, the customer will be usually prompted with an IVR menu and listen to a music on hold while waiting for an agent to take the call.

The music on hold files are managed under PBX Settings→Music On Hold and oncethis is done, users can assign to each call queue a specific music on hold as desired.

7.8

Agents Management

Call center agents which handle incoming queue calls and outgoing calls withoustomers on a daily basis can be defined in two different ways:

> Static Agents

The administrator can assign static agents to a call queue using the following steps.

- 1. Access the web GUI menu Call Features → Call Queue → Edit Queue.
- 2. Click on Agents tab.
- 3. Select the static members (agents) of the queue.





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> Dynamic Agents

The second method by which agents can be used is to give them the flexibility to dynamically login and logout from the call queue, this way the agent will log-in once arrived at the office and logout when leaving.

For this, the administrator needs to configure the login code by following below steps:

- Access the web GUI menu Call Features→Call Queue→Global Queue Settings→DynamicAgent Login Settings.
- 2. Set the login/logout Code Suffix (Ex: * for login and ** for logout).
- 3. Save and Apply.

Once this is done, the administrator can instruct the agents that they can use the queue extension number followed by the corresponding code suffix in order to log in/out respecting working hours.

Agents Pause

When an agent needs to take a break (for lunch as an example) they can simply dial the "agent pause" feature code *83 then when he/she is back they can change the status to available by dialing the "agent Unpause" code *84.

These codes can be customized under **Call Features > Feature Codes > Feature Codes** menu of the FCM's web GUI.



g e 10 www.fiberme.com

Incoming Calls Distribution

FCM supports automatic call distribution with many different strategies that can be set under basic options of each call queue separately.

Below are the descriptions of each strategy implementation:

Ring All

Ring all available agents simultaneously until one of them answersthe call.

Linear

The calls will ring at agents' phones following an order previously configured. Only for static agents.

Least Recent

The system selects the agents who have not answered the phone forthe longest period.

Fewest Calls

The system assigns the call to the agent with the lowest number of calls answered so far.

• Random

Ring a random agent.

• Round Robin

Ring the agents in Round Robin scheduling with memory.

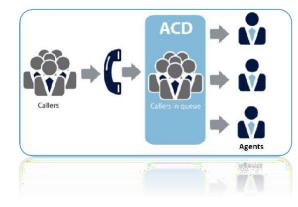
Call Control

Agents have full control over the calls with the support of almost all known features that are needed within a call center system for day to day operations, these features set include the following:

- Putting calls on Hold.
- Call transfer
- 3-way conference
- Call park

To use these features, the users have two options.







a g e 11 www.fiberme.com

Using Standard Feature Keys or Codes on the Phones

For example, the agent can use "Transfer" button on his phone in order to transfer call or use the FCM's corresponding feature code for call hold in order to put a call on hold.

Note: For this first option, make sure to Enable Feature Codes under Call Queue Advanced settings.

Using Switchboard

The Agent can access to his/her user portal under call queue CTI where they can see active calls and have option buttons to operate and control the call, more details will be provided later on this document.

Monitoring

FCM supports some of the interesting monitoring features that are usually used within call center systems by supervisor and coaching personnel to assist agents during critical situations. These features can be used either via specific features codes or using CTI interface.

Call Barging

With call barging, supervisors can use feature codes after enabling the Spy option under **Call Features > Feature Codes** page to do the following operations:

Listen

In "Listen" mode, the extension monitoring the call can hear both parties in the active call but the audio of the user on this extension will not be heard by either party in the monitored active call.

Whisper

In "Whisper" mode, the extension monitoring the call can hear both parties in the active call. The user on this extension can only talk to the selected monitored extension and he/she will not be heard by the other party in the active call. This can be usually used to supervise calls.

Barge

In "Barge" mode, the extension monitoring the call can talk to both parties in the active call. The call will be established similar to three-way conference.

Same operations can be performed using the web GUI of the FCM from call status page and switchboard.



a g e 12 www.fiberme.com

Whisper Coaching

As mentioned above, one of the three modes for call barging in FCM is the Whisper mode. This mode allows supervisors and coaching personnel to assist agents during critical situations which require intervention. Whenever the agent answers a call, the call conversation audio will be forwarded to the supervisor, and the supervisor's audio will be forwarded to the agent for instructions but not to the customer.



Statistics

FCM has also built-in call queue statistics for performance measurement and agent's evaluation, thus helping managers and supervisors making the right decision to improve the call center day to day operations. The call queue statistics provided by the FCM have some amazing filtering options which can be used to get every detailed information about the performance of each queue separately or the full system. Using these filters, the supervisor can get the following information and more:

- Call distribution by Agent.
- Agent login/logout records.
- Agent pause logs.
- Call distribution by time unit (hours, days, weeks and months).
- Call distribution by queue.
- Filter by start time and end time.
- Virtual queue total information.
- Virtual queue distribution by agent.

And also, it gives the supervisor the ability to download the call queue statistics or configure the automatic download which will send call queue statistics to the configured email address at the specified frequency and time.

Call Queue Statistics Download:

Users can click on the download button to download all the call queue statistics in one csv file.

Automatic Call Queue Statistics Download:

Users can also configure the call queues statistics to be sent automatically to the configured email address at a specified frequency and time by clicking on the automatic download button access to the following configuration settings:



age 13 www.fiberme.com

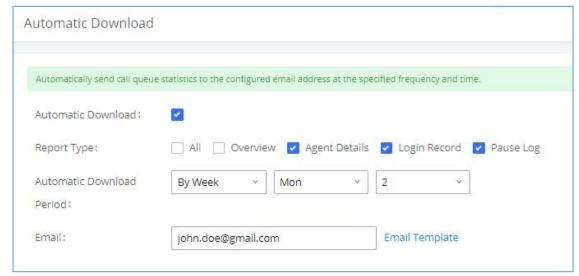


Figure 2: Call Queue Statistics Automatic Download

Table 1: Call Queue Automatic Download

Option	Description		
Automatic Download	Enables the call queue statistics automatic download.		
Report Type	Specifies the type of records to download: All, Overview, Agent details, LoginRecord, Pause Log.		
Automatic DownloadPeriod	Specifies the automatic download period. The default option is "By Day". At the specific time of each day, week or month, the last cycle of new records will be sent to the user.		
Email	Configures the email address to receive the call queue statistics. Note : Multiple email addresses are supported and need to be separated withsemicolons as follows: "xxx;xxx".		

> Supervisor configuration

To setup and give special permissions for monitoring and control to the supervisor account, following stepscan be followed:

- 1. Access the FCM web GUI under **Extension/Trunk**→**Extensions** and edit the agent's extension.
- 2. Go to features Tab and under "Monitor Privilege Control" select the extension of the supervisor.
- 3. Press **Save** and go under **Call features**→**Feature Codes** then "Enable Spy".
- Go under Call Features→Call Queue→Advanced settings and select the supervisor's
 extensionunder Queue Chairman option, this will give the supervisor control through the
 switchboard.
- 5. Save and apply the changes.

The following figure shows a sample of statistics which lists the average unanswered and abandoned calls, as well as the average call and waiting time.



Page 14 www.fiberme.com

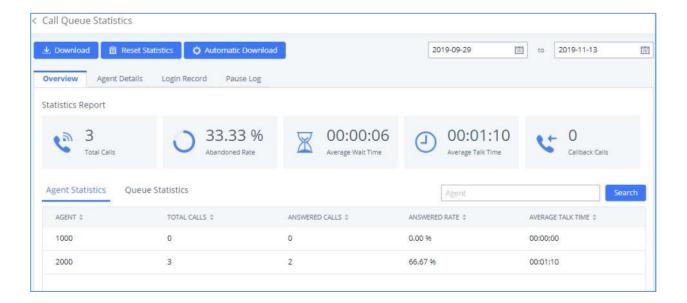


Figure 3: Call Queue Statistics

CTI (Computer Telephony Integration)

CTI, or Computer Telephony Integration refers to any technology or solution that allows the interaction between the telephone and the computer networks. This functionality is an important building block of any call center solution since it gives agents much more flexibility on handling high volume of calls in the most efficient way, allowing them to perform most call control operations in just few clicks.

FIBERME proposes CTI solution that is designed to easethe work load of your agents, It's a web-based switchboard.





Page 15 www.fiberme.com

Switchboard

FCM has a simple and easy to use switchboard for real time monitoring of call queues and performing different operations which include:

- List the waiting calls.
- · List the proceeding calls.
- Manipulate proceeding calls.
- List agent's status.

Users can access to call queue switchboard via two different methods that we will be discussing next.

User Portal

Users could log into their web GUI portal using the extension number and user password. When an extension is created in the FCM630A, the corresponding user account for the extension is automatically created. The user portal allows access to a variety of features which include user information, extension configuration and CDR as well as settings and managing value-added features like Fax Sending, Call Queue, Wakeup Service and CRM.

Each agent can log into his/her user portal account and access to the switchboard of the call queue(s) where he belongs, below figure is an example:

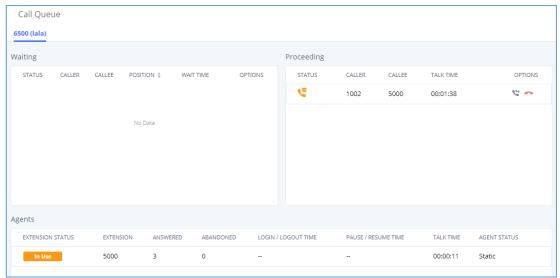


Figure 4: Switchboard from User Portal

From the command button on the proceeding call, the agent has the ability to transfer the call or Hangup using a simple click.



Page 16 www.fiberme.com

Queue Chairman

Another way to access to switchboard is to design under the advanced settings of the call queue a "queue chairman" which will provide a CTI interface for supervisor while logging using their user portal.

From the switchboard, the queue chairman has more advanced features and control over the call queue, which include the following:

- List the waiting calls with the ability to hang-up.
- List the proceeding calls.
- Transfer proceeding calls.
- Hang-up calls.
- Call barging (see Whisper Coaching).
- Call insert (for 3-way conference).
- List the agent's status which are members of the call queue.
- Get some basic statistics over the call queue.

You can see from below figure a sample switchboard of a call queue chairman or "supervisor" and which obviously has more advanced control over the call queue than the normal agent user portal access as discussed on the previous section.

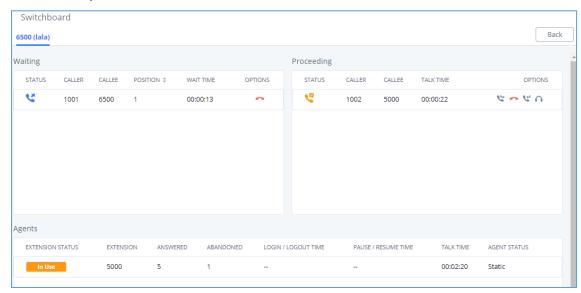


Figure 5: Switchboard from Chairman Account

Note:

The administrator account has also full access to all operation on switchboard for all queues using the web GUI admin account. It can be accessed from the menu **Call Features > Call Queues > Edit > Switchboard**.



Page 17 www.fiberme.com

CRM

Customer relationship management (CRM) is a term that refers to practices, strategies and technologies that companies use to manage and analyze customer interactions and data throughout the

customer lifecycle, with the goal of improving business relationships with customers.

The FCM support CRM API for two well-known CRM solutions, SugarCRM and Salesforce, this allows users to look for contact information in the Contacts, Leads and / or Accounts tables, shows the contact record in CRM page, and saves the call information in the contact'shistory.



Click on the following links for more information about <u>SugarCRM</u>, <u>ACT! CRM</u> and <u>Salesforce</u> integrationwith FCM.



> CRM Configuration

To setup connection between FCM and CRM, please follow below steps:

- 1. Access the FCM web GUI under Value Added Features → CRM.
- 2. Set CRM server address (ex: 192.168.1.3) "only for SugarCRM".
- 3. Set "Add Unknown Number" to Contacts.
- 4. Select from which tables to do the lookup. (contacts, accounts and leads).
- 5. Save and Apply.

After this, each agent should log into his/her user portal to enable CRM connection and login via their credentials. Steps should be as following:

- 1. Access the FCM user portal and navigate to Value Added Features→CRM.
 - 2. Enter connection credentials Username and Access Key.
 - 3. **Save** and **Apply** and confirm login status.

IVR and Call Recordings

IVR

The FCM has support for a full built-in IVR (auto-attendant) module which is required by every call center telephony system. Users could create up to 5-level IVR system to customize callers experience with key-pressing events to be directed to the right customer service (sales, marketing, tech support ...)



a g e 18 www.fiberme.com

All IVR settings are centralized and can be managed under the menu Call Features→IVR.

Users could achieve the following:

- Record custom prompts for the auto-attendant.
- Enable key-pressing events to guide callers through the IVR system.
- Set multi-layer IVR (up to 5-layer).
- Choose the language and customize system prompts.
- Setup backlist/whitelist filtering.



Key Pressing Configuration

Users could follow below steps in order to setup key pressing events for IVR cascading:

- Access the FCM web GUI under Call Features→IVR then edit the main IVR.
- 2. Navigate to the Key Pressing Events tab.
- 3. Select a key, then select one of the available destinations (You can select another IVR to set multi-layer IVR).

Call Recording

Another feature that is considered major for any call center system, is call recording. The FCM has support for call recording either to be enabled automatically on the call queue settings or via feature codes during the active calls. The admin can enable auto recording under each call queue to keep track of call records under the system for later agent monitoring, assessment and verification usage.

Once the auto record feature has been enabled on a call queue, the system will start recording all calls that are received on the specific queue in way files which can be accessed from the following path:

Call Features → Call Queues → Queue Recordings.

Then the user can:

- Download batch or single files to listen to the recording.
- Delete batch or single files to free recording space.
- See the caller number, the queue that has received the call.
- See the timestamp which indicates the date and time of the call.



After we have presented the call center features that are supported on the FCM, we will move on the next part of this document to cover a sample scenario and step by step configuration of these features from the web GUI.



Page 19 www.fiberme.com

TYPICAL CONFIGURATIONS OF FCM CALL CENTER AND CRM SOLUTION

Centralized Mode

Scenario Overview

The company ABC has different departments (Sales, Marketing, Support...) and needs to manage incoming calls per department. In this scenario, we will assume the following:

- Inbound route is configured to redirect all the incoming calls to a main IVR and caller needs to specifywhich department to reach by pressing corresponding key (We assume IVR already created).
- Sales department has 5 members with extensions: 1000, 1001, 1002, 1003, 1004.
- Incoming calls to Sales department should ring all Sales agents.
- Marketing department has 3 members with extensions: 1005, 1006, 1007.
- Incoming calls to Marketing department should ring in order.
- Support department has 10 members with extensions: 1008, 1009, 1010, 1011, 1012, 1013, 1014,1015, 1016, 1017.
- Agents 1015, 1016 and 1017 are dynamic agents which log in and logout depending on their availability.
- FCM has integration with company CRM sever (SugarCRM).
- A supervisor is responsible to monitor and assist the tech support agents: extension 2000.
- Only the supervisor has permission for call barging on all agents calls.
- Callers to tech support should be allowed to know their position in the waiting queue and prompted on an interval of 30 seconds if they wish to stay waiting or leave a callback number to get connected once an agent is free.
- All extensions are already created, configured and registered to the corresponding end points.

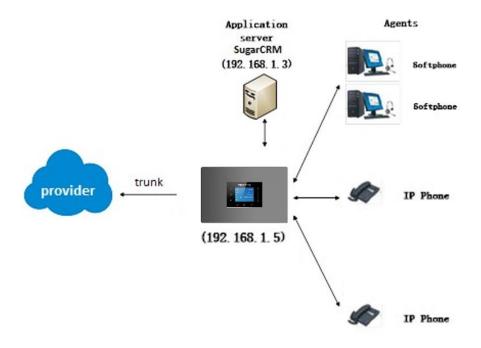


Figure 6: Call Center Network Architecture



Page 20 www.fiberme.com

Configuration Steps

In order to implement the described scenario, users can follow the below procedures:

 Create three call queues named sales, marketing and support and make sure to set the correct ring strategy. → [Call Queue Configuration]

The following table summarizes required settings for each queue respecting the requirements.

Table 2: Call Queue Basic Settings

Call Queue	Call Queue	Strategy	Static agents
Extension	Name		
6500	Sales_queue	Ring All	1000, 1001, 1002, 1003, 1004
6501	Marketing_queue	Linear	1006, 1005, 1007
6502	Support_queue	Round Robin	1008, 1009, 1010, 1011,
			1012, 1013, 1014

2. Create the main IVR and set the key pressing events as below → [Key Pressing Configuration]

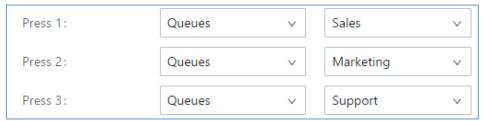


Figure 7: Key Pressing Events Configuration

- 3. Enable dynamic agent login for tech support personal 1015, 1016 and 1017 → [Dynamic Agents]
- 4. Configure extension 2000 as the queue chairman → [Supervisor configuration]
- Configure the virtual queue and enable position announcement on each queue →
 [Virtual Queue& Position Announcement configuration]
- 6. Setup outbound rule for client's callback feature, as followed:
 - Access the FCM web GUI under Extension/Trunk→Outbound Routes.
 - Add new outbound rule and name it (you can name if for ex: call center callback).
 - Set pattern as **_0X**. assuming 0 was the prefix configured on call queue advanced settings.
 - Set Strip to 1 digit. This to remove the prefix from the number that the customer left.
 - Select through which trunk you want to callback the customers.
 - Save and Apply.
- 7. Setup FCM to SugarCRM connection → [CRM Configuration]



Page 21 www.fiberme.com

The following figure shows company ABC call queue flow:

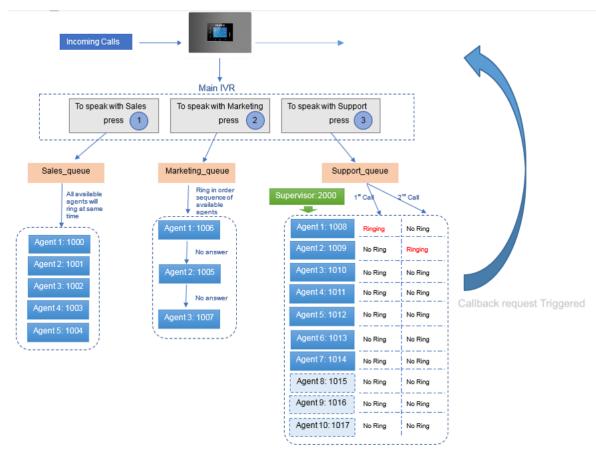


Figure 8: Call Queue flow example

Distributed Call center mode

Scenario overview

Company ABC has been successful and expanded its existence with two additional branch offices for customer technical support, in this case the headquarter office FCM still maintain centralized CRM integration services and call distribution to branch offices where each FCM runs its own branch sub-call center for technical support.

Once an incoming call reaches the main FCM, users will be asked to select from which region they are calling to be directed to the correct technical support office.



Page 22 www.fiberme.com

Configuration steps

Following steps can be followed in order to meet the new company requirements:

- 1. Make sure that FCM for Branch 1 and 2 have separate extension range than headquarters FCM.
 - Headquarter FCM extension range: 1XXX
 - Branch1 FCM extension range: 2XXX
 - Branch2 FCM extension range: 3XXX
- 2. Configure peer trunk between headquarter and branch offices for site to site connectivity, please follow this <u>guide</u> in order to setup the trunk.
- 3. Edit the main IVR to add new options for regional office redirection under key pressing events. → [Key Pressing Configuration]

Note: You can add local IVR for each branch office in order to set customized regional prompt.

- 4. Create call queues for each branch office where you put the corresponding agents extensions. And choose the adequate ring strategy (i.e. Ring All). → [Call Queue Configuration]
- 5. Setup virtual queue and position announcement on each queue → [Virtual Queue & Position Announcement configuration]
- 6. Configure the outbound routes on each branch office in order to route callback calls through the SIP peer trunk to the main FCM which will reroute over

Note: The number from branch FCM should stay with the callback prefix so that when it reaches the main FCM, it can match the outbound rule that routes call back requests.



nge 23 www.fiberme.com