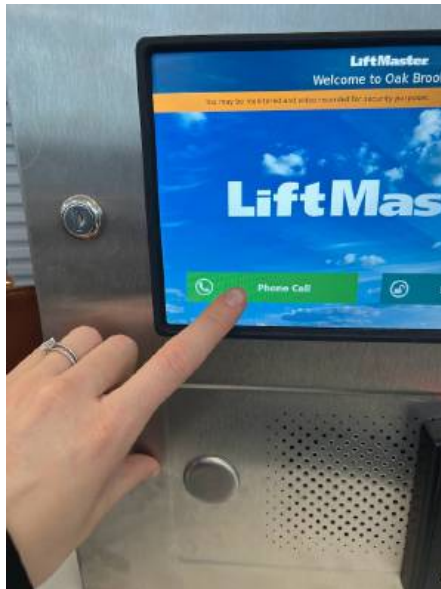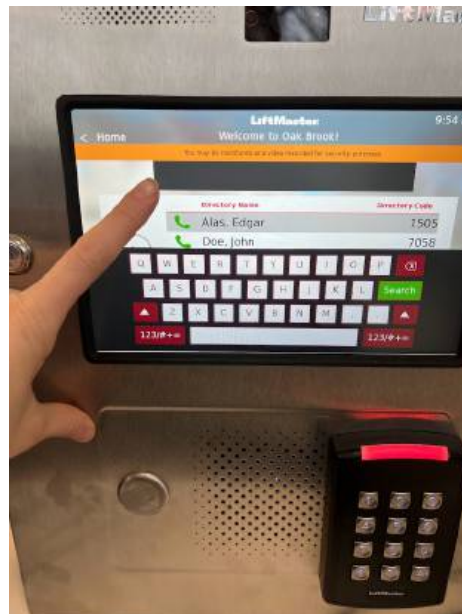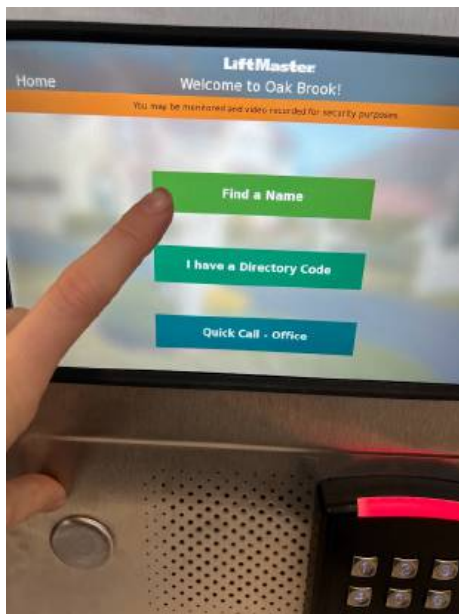**How to Make a Phone Call from the Call Box**
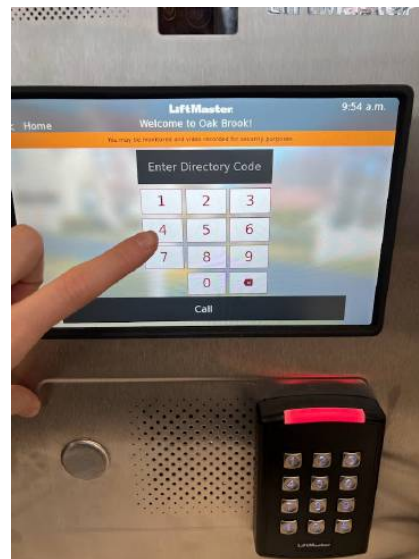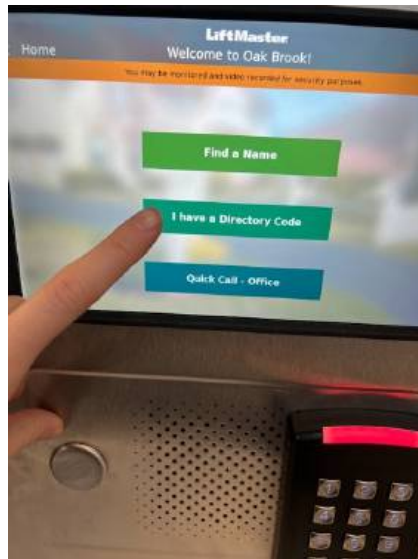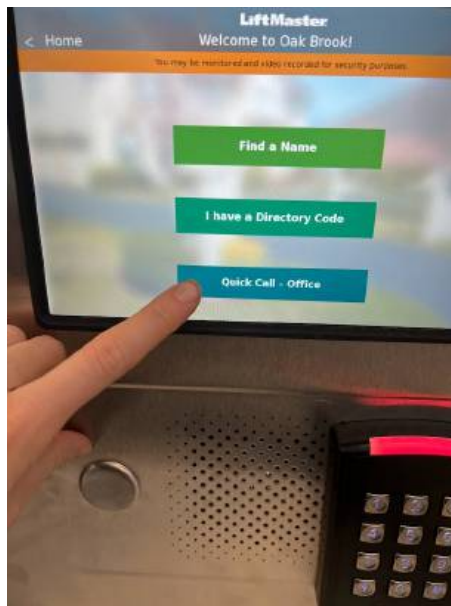
1. Select Phone Call

2. Select one of the three options below:
   a. Find a Name: Search resident by name in the directory

b. I have a Directory Code: Provide your visitors with your directory code to call you for you to grant them access

c. Quick Call: If you community has a quick call number it will be located here. This is usually an emergency number or office

How to Enter an Entry Code/Pin to Open the Gate

1. If you have an entry code/pin select "Entry Code/Pin"

2. Type in the 4 – 8-digit pin and select enter. The gate/door will open upon access being granted.