## Reception Console

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# Reception Console

The Reception Console shows all the lines on your account and whether or not they are logged in and active on your account.

1. Log into your account.

2. Go to **Tools** > **Reception Console**

3. Click on the box option "Show logged-in numbers only" to view only numbers that are logged in to the reception console.



This will show you if a number is busy on a call (red) or if it is available (green).