# Navoto



# Navoto GSM Gateway User Manual

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# Navoto GSM Gateway

#### Congratulations on your purchase!

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## Hardware & System Requirements

#### **Components List**

- 1. Navoto GSM Gateway
- 2. GSM Antenna
- 3. USB cable
- 4. RJ11 Cable
- 5. Switching Power Supply
- 6. Installation CD (or software download link)

### **Phone Hardware Requirements**

- 1. Analog Telephone (or cordless phone) with DTMF (*dual-tone multi-frequency signaling*) touch-tone dialing
- 2. Mobile GSM SIM card

### **Computer System Requirements**

- 1. Windows® XP, Vista or 7; supports 32- and 64-bit operating systems
- 2. Processor minimum: Core 2 Duo Processor 1.8 GHz or faster
- 3. 2 GB RAM
- 4. CD-ROM drive (Figure 1)
- 5. Available USB Port Type A interface (1.0, 1.1, 2.0) (Figure 2)
- Available hard drive space 128 MB minimum (note: space required for your Navoto software will vary based on your <u>Skype™</u> contact list size and usage. For example, if you record calls required space will be higher.)
- 7. Latest Skype version installed (download from <u>www.skype.com</u>).
- Internet high speed connection. We recommend a Broadband LAN connection for best Skype results with high-speed broadband connection of at least 4Mbps down / 512kbps for best quality.



Figure 1



Figure 2

\*Skype is a registered trade mark of Skype Limited. **When No Emergency calls with Skype**. Skype is not a replacement for your telephone and can't be used for emergency calling.

### About Navoto GSM Gateway

**Navoto GSM Gateway** provides a cost effective solution for keeping you connected to your Skype, mobile phone and PBX phone extension line. Read on and be amazed by the abundant features all bundled in this small **Navoto GSM Gateway** box.

Navoto GSM Gateway features many advanced capabilities including:

- IVR (Interactive Voice Response) system
- Voice Recording of mobile/PBX phone extension line/<u>Skype\* calls</u>
- Call Forwarding
- Call Back and Call Through functions



**Navoto GSM Gateway** enables you to be reachable through your mobile phone and PBX phone extension line when any of your contacts call you on **Skype**.

Simply attach **Navoto GSM Gateway** to your PBX phone extension line and/or PC, and insert your GSM card into the SIM card slot.

Bypass expensive roaming while traveling

All incoming calls/SMS sent to your original SIM card forwarded thru SkypeOut to your travel number.



Forward all or selected incoming Skype calls thru SkypeOut, GSM Network SIM or PBX phone extension line to desired number.

Call Back / Call Through



Call your Navoto Gateway to obtain dial tone for Call Through dialing out or receiving a Call Back dial tone.

\*Skype is a registered trade mark of Skype Limited. **No Emergency calls with Skype**. Skype is not a replacement for your telephone and can't be used for emergency calling.

### Assembly and Installation

Prepare the hardware in this order (please refer to assembly diagram on the next page for additional assistance):

- 1. Connect analog phone to the Navoto GSM Gateway using the phone's RJ11 cable.
- 2. Connect the Navoto GSM Gateway to the PBX phone extension line using the provided RJ11 cable.
- 3. Insert the SIM into the Navoto GSM Gateway.



- 4. Connect antenna to the "antenna socket".
- 5. Plug the Navoto GSM Gateway into the electric outlet.
- 6. Connect the Navoto GSM Gateway to the computer with the USB cable. The computer should discover the new hardware device. There is no need for additional drivers; the Generic USB Audio Device is compatible with Windows.



Be patient as the process can take few minutes before you'll see the "Your new hardware is installed" message.



Once Hardware is ready to use proceed to software installation.

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# Assembly Diagram



### **Software Installation**

- 1. Begin software installation
  - If you received a CD, place the CD in your CD or DVD drive and close the drive.
  - If you received a download link, click the link and save the file to your desktop. Then double click the Navoto setup software icon.



3. Click the Next button.



4. Please carefully read the **Navoto License Agreement** and if you agree with the terms please mark the "**I accept the agreement**" option and click the **Next** button.



5. The **Select Destination Location** screen displays giving you the option to install in the default location or Browse to select a different location on your hard drive. Click the **Next** button to continue after making your choice.



6. The **Select Start Menu Folder** screen displays giving you the option to install in your start menu using the default folder name or Browse to select or create a different folder name. Click the **Next** button to continue after making your choice.



7. The **Select Additional Tasks** screen displays, offering options for desktop and quick launch icons and installation of *Navoto's Secure Email* and *Windows WMA Converter* software. Check the desired boxes and click the **Next** button.



- *Navoto's Secure Email* client is a separate software application that provides you with the ability to send voicemail and incoming SMS messages, and other options you choose, to the email address most convenient for you.
- *Microsoft WMA Convertor* software converts voicemail from WAV file to WMA file format reducing file size to enable quick and efficient transmission by email.
- 8. The **Ready to Install** screen displays, click the **Install** button to complete the installation process.

<b>beady to Install</b> Setup is now ready to begin installing Navoto on yo	ur computer.
Click Install to continue with the installation, or click change any settings.	Back if you want to review or
Destination location: C:\Program Files\Navoto Start Menu folder:	î
Navoto Additional task:::	
Additional icon: Create a desitop icon Create a Quick Launch icon Install Secure Email Install WMA Convertor	
<	2

9. The Installing screen displays to indicate installation progress.



 If you selected the option in <u>step 7 to install Microsoft WMA Convertor</u>, the "Microsoft Media Encoder" screen will display during the Navoto installation. Please click the **Next** button to install this external software.

Setup Navoto	🛛
🔐 🕼 Windows Media Enco	oder 9 Series Setup 🔀
Windows Media Encode	Welcome to the Windows Media Encoder 9 Series Setup Wizard <sup>1</sup> Windows Media Encoder 9 Series. To contrue, did. Next.
	Cancel

10. When the **Completing the Navoto Setup Wizard** screen displays, check the **Launch Navoto** box and click the **Finish** button to run the software.



# **Configuring Navoto**

1. Upon completion of the software installation, Navoto needs to communicate with, and connect to, your Skype software. Please be patient while this process completes.



Once Navoto locates the Skype software, Skype will ask you to approve the connection between the two applications, please select Allow access.
 Important! If you choose "Deny access" then Navoto will not be able to log into Skype and your ability to make or receive Skype calls – or any other Skype feature - will be blocked.

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Frofessional account		(Adversement) (Derry secrets)
L General •	0	Echo / Sound Test Service X Close
<ul> <li>Sector</li> <li>Echnol (Sound Text Service)</li> </ul>		2 ° ***
2 9		• • •
		O Show massages from: "retracting = 2 divers + 30 days + 3 months + 6 months + 1 years + from languring
		Fype a newsage for Edits / Sound Test Service here:
💁 Add a contact 🖉 Create a group	*	
Call phones		
19,593,093 people anline		

3. Once the Navoto software finishes launching (the process can take a few minutes especially if you have a long contact list, please be patient), confirming that you can see your Skype contact list provides indication that the Navoto software is properly connected to Skype.

4. Next Navoto goes through its registration process with your mobile operator company; this process can take a few minutes as well.



After 60-120 seconds the Navoto GSM Gateway will log into your local GSM provider.





### Installation and Configuration Trouble Shooting

Before you begin using your Navoto GSM Gateway, please confirm you are connected to Skype, your GSM network and PBX phone extension line.

**Skype**: confirm you can see in the Navoto software the list of your Skype contacts; this will indicate that the two software applications are connected.

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Professional account			
General	- 10	۲	e View Contacts Tools Orange
Search			
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2 9 91000			
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<b>N N N</b>			Think .
a			in the final state

**GSM Network**: in the green window you should be able to see your GSM network name and the reception percentage.



• If "**No SIM Card**" is displayed, the SIM card is not inserted properly; please remove and reinsert the card.



• If "**No Power**" is displayed, the power adapter is not plugged in to a live electrical outlet; please plug it into a working outlet.



#### PBX Phone Extension Line:

• if the Line is properly connected then you will see this symbol



• If the Line is not properly connected then you will see this symbol



Once you have confirmed that Navoto is properly connected to Skype, your GSM network and PBX phone extension line, you are ready to confirm that you are able to receive incoming calls.

# **Receiving Calls**

- 1. Call the PBX extension phone number that the Navoto GSM Gateway is connected to and when the phone rings answer and confirm you can hear the other side.
- 2. Repeat step 1 by calling the SIM number that is inserted in the Navoto GSM Gateway.
- 3. Call the Skype user name that is connected with the Navoto GSM Gateway and confirm you can answer and hear the other side of the call.

# Making Calls

Follow these steps in order to call through the PBX Phone Extension Line, GSM network and Skype.

- Call through PBX Phone Extension Line Pick up the phone handset and once you hear the dial tone, dial normally (i.e., if you usually need to add a prefix number to dial out through your PBX - like 9 - then it will be the same).
- Call through the GSM interface Pick up the handset and once you hear a dial tone press \*\* and the number as you normally dial it from your mobile phone. For example, if you want to make a call to 054-123-4567 then you should dial \*\*054-123-4567.
- 3. Call through Skype

Pick up the handset and once you hear a dial tone press \* and the speed dial number you assigned to your contact list. For example, if Andy's speed dial number is 01 then to call Andy you should dial \*01 (please refer to the next section on how to configure speed dial numbers).

# **Configure Speed Dial Numbers**

1. Right click on the contact name and select Edit Speed Dial.



2. Enter the speed dial number you wish to use and press the **Enter** key to save.



*Note:* the system default allows the use of numbers 01-99 (2-digits). You can modify this to create speed dial numbers that are 1, 2, 3 or 4 digits up to 9999. To do so, navigate to **Options >** <u>Advanced</u>.

# **About Modes (Profiles)**

Modes (Profiles) enable you to customize Navoto by configuring options for what you want the system to do when you receive specific call types (e.g., Skype, GSM, PBX phone extension line). The system allows you to add more custom modes and name them as you wish, for example you can add "in a meeting" mode and configure incoming calls from any interface (Skype, GSM network, and PBX phone extension line) to be transferred to voicemail.

You can choose what mode will be in use at particular moment by double clicking on the mode name you wish to activate.

You can also select, modify, add or delete a mode by right clicking on the mode name.



# **Configuring Modes**

1. Right click the mode name you wish to configure and select **Mode Properties**.

Contacts 311 🛒 Events 481	Mode Hom	
👉 🌴 Home	<b>1</b>	
Active Selected Mode		
Mode Properties Add Mode	<b>1</b> 3	
Delete Mode	ST 4	

The Configuration screen displays.

0750 4	
STEP 1	STEP 2
elect contact to configure Skype Contacts cecho123 cecho1	Set up your incoming/outgoing call ,SMS, and chat settings         When getting a call:         Phone will         Ring       Silence         After       sec. Use         Or       Follow me to         After       sec. Use         Yether       Start voicemail         IVR       Sec.         Gateway       Record voice         When getting a chat message or Skype call:         Pairs an automatic message. I am not near the computer at the moment, but I and this message. I am talking on the phone at the moment, but I and the phone at the moment at the phone at the phone at the phone at the phone at the p

 Enter the description you want to associate with this Mode in the Skype Mood Text field. In every mode (profile) you can have a unique mood text that describes the mode, for example: "I am out of office", "I am abroad, please leave me a voice message", etc.



- Select a Skype Contact <u>or</u> click the desired Undefined option in the *Line & Cellular* section. *Note:* "Line Undefined" refers to the PBX phone extension line and "Cellular Undefined" refers to the GSM interface.
- 4. Configure what will happen when an incoming call comes from this user/interface (PBX phone extension line or GSM). Select **Phone** or **IVR** or **Gateway**.



Skype Contacts	^
2 august	
A Allowed	
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a	
a	-
echo123	
2 wijinina	
2 etta	
-	
	>
Line & Cellular	
🛣 Line Undefined	

#### lf:

#### Phone

a. In the "When getting a call" section, click the **Ring** option if you want the handset to ring, or the **Silence** option if you don't want it to ring audibly when a call comes in.



b. Select the desired options for what should happen after a specified time period and whether or not the Skype call should follow to your specified destination or be forwarded to voicemail.

After 10 sec. Use		Solow me to	~
After 30	sec.	Start voicemail	×

- IVR
  - a. Choose the IVR name you wish to use (refer to IVR Settings).

O IVR

b. Click the **Save** button at the bottom of the screen.

#### Gateway

If you choose Gateway, when the Skype user calls he will receive voice instructions on how to call from the PBX phone extension line or GSM interface. Refer to **Settings > <u>Gateway</u>** for additional information.

5. Check the **Record voice** box if you want to record incoming or outgoing calls matching this Mode.

Record voice

• Click the **Events tab** and double click on the call **Event** to play back a recorded message. A pop-up window player will open and play your message.

Contacts 32 Revents 481 Mode Home

- Right click on an **Event**, select **Properties** and then select **Save the Voice** in order to save a message.
- 6. Enter the auto-reply message you want Skype contacts to receive when you are not available at the time they send you a Chat message or Skype call matching this mode.

	n getting a chat message or Skype call:
Y	Reply with this message when I am away This is an automatic message. I am not near the computer at the moment, but I v
	Reply with this message when I am in a call
3	This is an automatic message. I am talking on the phone at the moment, but I w

*Note:* this option is not available if you selected **Line Undefined** or **Cellular Undefined**.

Skype Mood Text Navot	to is connected
STEP 1	STEP 2
Stype Contacts	Set up your incoming/outgoing call ,SMS, and chat settings When getting a call: O Phone will O Ring OP O Silence OP After Sec. Us Pollow me to Or After Sec. Start voicemail UR PROVIDE CONTRACTOR Record voice
Mode Shortcut Code 1	Save - Cancel

- 7. Select the desired **Forwarding** options for incoming chat messages via SMS and/or email message.
  - To forward incoming chat messages as SMS to another destination, check the box and enter the phone number (example: +44123456789).
  - To forward incoming chat messages as Email to another destination, check the box and enter the email address (example: info@navoto.com).



*Note:* this option is not available if you selected **Line Undefined** or **Cellular Undefined**.

8. Click the **Save** button to save the new settings for this mode.

*Note:* On the Navoto Mode Home Properties screen you should now see the new mode you created along with an assigned Mode Shortcut Code number, which serves to make the message shorter when sending an SMS command.

	Navoto	- Mode: Home Proprites of: Line Undefined
	🛃 Skype Mood Text	Navoto is connected
	STEP 1	STEP 2
File View Contacts Tools Help		Set up your incoming/outgoing call ,SMS, and chat settings
Orange		When getting a call:
Y	Skype Contacts	
		💿 Ring 🞯 🖓 🔿 Silence 🞯
		🗋 After 🗊 sec. Use 🛛 😵 Follow me to
Contacts 311 👷 Events 481 de Mode Home		Or After Sec. Start voicemail
	*	
4 Home		O IVR
💥 Away 🖸 2	·	
🖻 Office 🖸 3		Record voice
💑 GoldNumber 🕄 4		
$\lor$		
	<	
	Line & Cellular	
	🕅 Line Undefined	
	🔋 Cellular Undefined	
	Mode Shortcut Code	1 K Cancel

### **Events**

The Events tab provides a list of all your incoming and outgoing calls, in addition to sent and received SMS messages and incoming voicemails.



#### Event Icons Map

Skype incoming call	GSM interface incoming call
Skype – recorded incoming call	GSM interface - recorded incoming call
Skype outgoing call	GSM interface missed incoming call
Skype - recorded outgoing call	GSM interface outgoing call
PBX phone incoming call	GSM interface - recorded outgoing call
PBX phone – recorded incoming call	Voicemail
BX phone - missed incoming call	Voicemail sent to Email
PBX phone - recorded outgoing call	Outgoing SMS message
PBX phone - recorded outgoing call	Incoming SMS message

# ToolBar

The Toolbar, located directly below your GSM service monitor, provides shortcuts to the following Navoto functions:



- Change Mode
- Add Phone Number
- Add Call Back/Call Through
- Send SMS
- Options







Click the **Change Mode** button to quickly access the tab to switch to a different mode (e.g., from "Home" to "Away").

👫 Conta	cts 311 🎢 Events 481	Mode I	Home
nd= 🐴	Home	Û	1
*	Away	Û	2
1	Office	Û	3
-	GoldNumber	0	4

# Add Phone Number



Click the **Add Phone Number** button to add new phone contact. Once you add the new phone number it will be in the Contact list and you can set the desired mode properties.

Navoto		×
Add	l a Phone Contact	
Contact Name	Jon	
Phone Number	+44123456789	
	ОК	Cancel

### Add Call Back/Call Through



Click the Add Call Back/Call Through button to add a Call Back or Call Through number.

**Call Through** - add the number that you are calling from. When you call from this number to the GSM SIM number inserted in the Navoto Gateway - or once you call the PBX phone extension line connected to the Navoto GSM Gateway - Navoto will recognize the incoming call number (CID) and open either a PBX phone extension line or your GSM SIM interface (depending on your preference) providing you with a dial tone. Then you can call your Skype friends exactly as if you are in your own office.

**Call Back** - add the number that you are calling from and the number you want the Navoto Gateway to call you back at. Select whether the Call Back should be from the GSM interface or the PBX phone extension interface. When you call from this number to the GSM SIM number inserted in the Navoto Gateway - or once you call to the PBX phone extension line connected to the Navoto GSM Gateway -Navoto will recognize the incoming call number (CID) and call you back providing you with a dial tone. Then you can call



V <i>avoto</i> Edit	CallBack /CallThrough C	ontac	t
Contact Name	Andy	]	
Mode	CalBack	]	
When calling from	+441234567899	]	
Call back to	+441234567899	Using	2 ~
			n an
	OK		ancel

your Skype friends exactly as if you are in your own office.

Scontacts 314	🔭 Events 483	Mode Home
Q		^
Q	an - 7977796.9	
2		
×		
		🧐 03
õ.		
4 10		СВ
dia 127		ст
📥 Andy		СВ
📥 jessica		CT

Both options display beside the names they are configured for in your contact list:

- CT (Call Through)
- CB (Call Back)

### Send SMS



Click the Send SMS button and the Send an SMS window pops up.

Nounda	File View Contacts	Tools Help
Navoto	Orange	
Send an SMS		83 %
Phone Number:		-
+44123456789		S (8)
	Scontacts 314 😤 Events 485	Mode Home
	🧀 🎻 Home	1
Add Delete Edit	💥 Away	C 2
Message:	Diffice	<b>1</b> 3
Hello, This is test message	GoldNumber	CT 4
	Contrained	5
Number of Characters 27		
Send an SMS using SkypeOut		
Close this window after message sent		
Send		

- 1. Click the Add button to add the number you wish to send your SMS to.
- 2. Enter the content of the message in the **Message** window.
- 3. In the pull-down menu select an option to either Send an SMS using SkypeOut or with the SIM inserted in the Navoto Gateway.
- 4. Click the **Send** button.

# Options

٤.

Click the **Options** button to access Navoto's various tools and settings.

lavoto	
Seneral	General Settings
<b>Voicemail</b>	
Recording	Start Navoto when starting Windows
<b>W</b> oice Messages	Auto switch Skype status when call begins
IVR	Do not swite
Gateway	🥥 Invisible 🥸 Away
😋 Email	🥸 N/A 🃀 Do not distu
sms	
Scheduler	
Advanced	

- 1. Check the Start Navoto when starting Windows box, if desired.
- 2. Select the desired **Auto switch Skype** option. This enables you during a call with the Skype/GSM/PBX phone extension line interface to change the Skype status (e.g., when you are on a GSM call you can change the Skype status to "Do not disturb", "Invisible", etc.).
- 3. Click the **Save** button.

# Voicemail Settings

Navoto		1
Seneral	Voicemail Settings	
Pr Voicemail	Max Recording Length	minutes
Recording	Press to record voice messages	ecording
Sy Voice Messages	Press to set email address	mail
Gateway		
😋 Email		
sms		
Scheduler		
Advanced		
	s	ave Cancel

- Enter the Maximum Recording Length you want to allow for your voicemail messages. This is an important feature to limit in order to prevent user error from filling your storage space (e.g., if a caller doesn't disconnect properly, the message could be hours long!)
- 2. Click the **Recording** button **Recording** to record your voice message. The Recorded Messages screen displays.
- 3. Click the **Record New Message** button.

	2 00.05:6 29.06.2011 2 00.06:8 29.06.2011	Message	Length	Last Modified
00:05:6 29:06:2011 00:06:8 29:06:2011 00:06:3 29:06:2011	00.05.6 29.06.2011 00.06.8 29.06.2011 00.06.3 29.06.2011	Andy Voicemail	00:03:5	28.08.2011
00.06.8 29.06.2011 00.06.3 29.06.2011	00.06.8 29.06.2011 00.06.3 29.06.2011	P estimated	00:05:6	29.06.2011
00.06.3 29.06.2011	00.06.3 29.06.2011	emiliation	00:06:8	29.06.2011
		<ul> <li>applies</li> </ul>	00:06:3	29.06.2011
				()

*Note*: you can record your message from your PC microphone or your connected analog phone.

4. Enter a descriptive name in the Message Name field.

- 5. Select the **Source** (e.g., Telephone or PC).
- 6. Click the **REC** button to record your message.

Navoto				×
Press the REC butt	on, then record	your messag	e	
			Source	
Message Name 🏼	ndy Voicemail		C Telephone	~
Message Length	00:03:5	sec.		
REC				
REC	Save	]		

- If using a phone to record your message: the phone will ring, pick up the receiver and record your message. When finished, disconnect the call.
- 7. After recording the message you can click the green play arrow to listen to it. If you're not happy with the message click the REC button again and record a new message.

8.	When finished, click the <b>Save</b> button.	Send Incoming Voicemail to Email	
9.	Back on the <b>Voicemail Settings</b> screen; click the <b>Email</b> button <b>Email</b> to configure the email address you want to send your incoming voice messages to.	✓ Enable       Send voicemail to       Voicemail Quality       7 high	612
10	. Check the <b>Enable</b> box and enter your email address in the <b>Send voicemail to</b>	Save Cancel	]

- 11. Select the desired **Voicemail Quality** keeping in mind that higher quality produces a larger file to send through email.
- 12. Click the Save button.

field.

# **Recording Calls Settings**

Navoto		I
Seneral	Recording Settings	
Voicemail	Enable recording Skype calls	
Recording	Recording Method	
<b>Woice</b> Messages	Recording of All Contacts	
Gateway	Min Call Length 2 Sec. Save last 200 calls	
Email		
sms		
Scheduler		
Advanced		
	Save	Cancel

This screen provides configuration options for recording calls.

*Note*: recording of cellular or PBX phone extension line calls must be enabled in <u>Mode</u> <u>Properties</u>.

- 1. Select the desired option in the **Enable recording Skype calls** Recording Method pull-down menu:
  - All Skype calls
  - Incoming Skype calls
  - Outgoing Skype calls
  - Manual
- 2. Select the desired option in the **Recording of** pull-down menu.
- 3. Enter the minimum in **Min Call Length** field in seconds.
- 4. Enter the maximum number of calls you want saved in the **Save last** field.

### **Voice Message Settings**

General	S)	Voice Messages Set	tings
<b>Voicemail</b>	Play a message when:		
Recording	Contact Offline	Play Loop V Record Default	Export
S Voice Messages	✓ Invalid Dial	Play Loop V	Import
Gateway	☑ Line Not Connected	Play Loop V Default	Export
K Email	✓ No SIM Card	Play Loop V Default	Export
sms	Follow-me	Record	Export
Scheduler			
Advanced			

These Voice Message Settings apply to pre-recorded messages that the Navoto software has built-in and can be played when the following events occur:

- **Contact Offline** if the Skype user you are calling is offline you will hear this voice message informing you the contact is offline.
- **Invalid Dial** if you incorrectly enter a speed dial number that is not on the list then this message is played.
- Line Not Connected if you try calling through your PBX phone extension line when the line is not connected to your hardware or the line has a problem, then this message is played.
- **No SIM Card** if you try calling through the GSM interface and there is no SIM card or the SIM card isn't properly inserted, this message is played.
- Follow me if you have turned call-following on for incoming Skype, GSM, or PBX phone extension line calls to be routed to another destination, then when the calls come into the Navoto Gateway it will answer the call and play this message for the caller while the call is rerouted to you. For example: an incoming call to your GSM interface is answered by Navoto and the caller hears a message

asking them to hold while the call is connected to your current location. Then the call will be routed through Skype to the number you previously configured. This feature is important because forwarding calls can take time and:

- a. Your GSM provider's voicemail may answer the call, in which case the forwarding process will be stopped.
- b. People who call may not know that you are away and forwarding your calls, in which case they may become impatient and disconnect the call before it has been forwarded to you.

You can replace the pre-recorded messages with your personal message by clicking the **Record** button.

- If using a phone to record your message: the phone will ring, pick up the receiver and record your message. When finished, disconnect the call.
- After recording the message you can click the green play arrow to listen to it. If you're not happy with the message click the REC button again and record a new message.
- When finished, click the **Save** button

Note: If you don't want a particular message type to be used, uncheck the box beside it.

Step 1     Step 2       Add/Edit IVR     Configure IVR         Recording     Voicemail       Voice     Phone Extension       Replay	DTMF
Voice Replay	
Voice Replay	
	~
IVR Press to edit IVR voice comman	ds 🔨 Record
Add/Edit Extensions	
Gateway Name DTMF	Action
Email	
SMS	
Scheduler	

# IVR (Interactive Voice Response) Settings

Interactive Voice Response (IVR) is a technology that allows a computer to interact with humans through the use of Voice and DTMF keypad (touch tone phone) inputs. When you get a call to your GSM/PBX phone extension line/Skype interface and the IVR mode is turned on then the call will be answered with a welcome message such as "welcome to Navoto, please press 1 for Andy, 2 for Jessica or 3 for a company directory". For every number option offered (DTMF), you need to configure what the software should do. To configure IVR:

- 1. Click the **Add** button **Add** to add new IVR profile name.
- 2. Enter a name in the IVR profile field.

Navoto	×
Enter New IVR N	lame
Test IVR	
OK C	ancel

3. Right click on the IVR name and select **Edit** (you can also rename or delete the IVR in this step).

#### Navoto GSM Gateway

Step 1		Step 2		
Add/Edit	VR	Configure IVR		
	Edit	7		DTMF
	Delete	/oicemail	~	*
	Rename	hone Extension		~

4. Edit the voice commands by clicking the Record button.

Press to edit IVR voice commands		-
Press to edit IVR voice commands	1	Record

5. The Recorded Messages screen displays.

Manage	Level
Message VR Guide Message	Length 0 Sec.
VR Error Message	0 Sec.
/R Confirm Message	0 Sec.

Proceed with recording the following messages:

- **Guide message** this message is played when a call comes in to the GSM/PBX phone extension line/Skype interface.
- Error message this message is played if someone presses a number option that does not exist on the list.
- **Confirm message** this message is played when someone selects a correct number from the list and is waiting for the call to be forwarded to the proper extension as has been configured.

#### 6. Configure the IVR profiles

Configure IVR		
		DTMF
Voicemail	~	Y
Phone Extension		×
Replay		~

- Voicemail
  - a. Check the box to enable.
  - b. Select a voicemail recording profile you wish to play from the pull-down menu.
  - c. Select DTMF number (e.g., 0 thru 9) that activates this process. When you call into the IVR and press this number, the Voicemail message will be played.
- Phone Extension
  - a. Check the box to enable.
  - b. Select DTMF number (e.g., 0 thru 9) that activates this process. When you call into the IVR and press this number, the message will be played.
- Replay
  - a. Check the box to enable.
  - b. Select DTMF number (e.g., 0 thru 9) that activates this process. When you call into the IVR and press this number, the "Guide message" will be played again.
- 7. Click the Add button to add a new process.

Name	DTMF	Action
A	dd 🔰 🚺	Edit Delete

- 8. The Enter New Extension window displays.
  - a. Enter a name for the process in the Name field.
  - b. In the Type field select Extension or Go to IVR (see below).

• Select **Extension** in the **Type** field to create an extension profile.



- i. Select Skype, PBX phone extension line or GSM interface to forward the incoming call.
- ii. In the **Extension** field, if you chose the following in the pulldown menu:
  - **GSM**: then enter the number you want the call forwarded to (enter the number as you dial it normally from your SIM).
  - **PBX Phone Extension Line**: then enter the number you want the call forwarded to (enter the number as you dial it normally from your PBX phone extension line interface).
  - **Skype**: then enter the Skype name or SkypeOut number you want the call forwarded to (enter SkypeOut number in this format: + and the number, example: +44123456789).
- Select Go to IVR in the Type field if you want the system to jump to another IVR profile when the caller presses a specified DTMF, and to play a different IVR profile "Guide Message".



c. Select the length of the DTMF numbers to be used in your IVR profiles.

DTMF Length 1 🔽

For Example:

- If you choose 1 then you can use DTMF numbers from 0-9.
- If you choose 2 then you can use DTMF numbers from 0-99.
- If you choose 3 then you can use DTMF numbers from 0-999

## **Gateway Settings**

Navoto		1
Seneral	Gateway Settings	
Voicemail	Enable gateway services	
Recording		3
Coice Messages	Press to edit sounds	Recording
IVR		
Gateway		
Email		
🔥 sms		
Scheduler		
Advanced		
	Save	Cancel

The Gateway feature provides the option to call from another Skype name to your office Skype that's connected to the Navoto Gateway (Skype to Skype calls are free) and then make local calls using your GSM or PBX phone extension line interface (or call inside the PBX locally for free).

- 1. Check the Enable Gateway Services box to enable.
- 2. Enter a **Password** for system security.
- 3. Select the **Number of retries if wrong password** is entered (how many times you want to allow password entry errors when trying to connect to the Gateway's administrative access).
- 4. Click the **Recording** button if you want to change the pre-recorded voice message.
# **Email Settings**

Some of Navoto's features require an email box in order to send your voicemails, incoming chat, incoming SMS messages, etc.

Enter the email settings that your email service has provided you.

General	Em	ail Settings		
Voicemail				
Recording	<ul> <li>Enable email service</li> <li>POP3 Server Address or IP</li> </ul>	pop.gmail.com	Port	995
Voice Messages	SMTP Server Address or IP	smtp.gmail.com	Port	587
messages	User Name	yourmail@navoto.com		
IVR	Password	••••		
Gateway	From Address	yourmail@navoto.com		
Email SMS	✓ Enable SSL			
Scheduler				
Advanced				

#### **SMS Settings** × Navoto SMS Settings General Enable auto-answer Voicemail Automatic Answer Text Recording Voice Messages Enable SMS gateway Gateway Text IVR Enable SMS to email Forward incoming SMS to this email address FUIH Gateway GoldNumber Email Phone number to use as GoldNumber SMS Require confirmation to remotely change phone number Default SMS Service Send an SMS using SkypeOut ~ (D) Scheduler Advanced Save Cancel 4

# **Auto Response**

If desired, check the box beside **Enable auto-answer** in order for Navoto to send autoresponses to incoming SMS messages. Then enter your message in the Automatic Answer Text box (e.g., "Hi, I am on vacation and will be back at office on Monday").

## **SMS Gateway**

If desired, check the box beside **Enable SMS gateway** in order for you to send commands that Navoto will respond to. The SMS gateway feature allows you to send SMS to the SIM in your Navoto Gateway with special commands that ask the Navoto Gateway to call you back from the Skype interface to the number you send the SMS from, and once you answer Navoto will call through the PBX phone extension line interface to the number you request in the content of the message.

ere's	a how it works
	First you need to give a unique name for the command, in this example we'll use "callback" so we enter the name <b>callback</b> in the text box.
	🗹 Enable SMS gateway
	Gateway Text
	callback
b.	Send an SMS to the SIM number of your Navoto Gateway using this syntax: Command name Password number you want Navoto to call Command name = callback
	<ul> <li>Password = system password, default system password is 1234, you should change this in Options &gt; Advanced</li> </ul>
	<ul> <li>The number you want Navoto to call should be exactly like you call from your phone through the PBX phone extension line interface, if in your PBX you need to dial 9 before the number then in the SMS command add the 9 too.</li> </ul>
	In this example I am sending the SMS from mobile number +4412345678 and this is the message: callback 1234 0287654321
c.	By using this command, Navoto will call back from SkypeOut to the mobile number (+4412345678). When the call is answered, Navoto will connect to 0287654321 using the PBX phone extension line interface.

## GoldNumber

If desired, enter a **GoldNumber** to enable usage of an international SIM and Mode changes while traveling. If you are flying to another country, once you land you can buy a local SIM at the airport. At that moment the Navoto Gateway in your office doesn't know what your new number abroad is, the GoldNumber command enables you to communicate the new number to the Navoto Gateway and also will let you change from one mode to another.



#### Navoto GSM Gateway



### Navoto GSM Gateway

File View Contacts Tools Help         Orange         90 %         © Contacts 316         © Contacts 316         © Contacts 316         © Contacts 316         © Office         ©         © Office         ©         © Office         ©
--

## **Default SMS Service**

Select a **Default SMS Service** - this determines the default SMS service provider (the inserted SIM or the SkypeOut). If you request the software to follow incoming chat as SMS, or another function that uses SMS, the Navoto software will use the default SMS service.

Send an SMS using SkypeOut	~

# Scheduler

💱 General		Scheduler Settings									
<b>Voicemail</b>											
Recording	Name	Sun	Mon	Tue	Wed	Thr	Fri	Sat	From	To	Mode
Sy Voice Messages											
IVR											
Gateway											
💦 Email											
sms	A	dd	[	Edit		elete					
Scheduler											
Advanced											

Scheduler provides the option of switching modes by selecting dates and times.

- 1. Click the Add button to create a new schedule profile.
- 2. Enter a Schedule Name.
- 3. Check the **Enable scheduler in the mode** box and select the desired option from the pull-down menu.
- 4. Check the boxes beside the **days** you want this schedule enabled.
- 5. Select the **Start** and **End** times of this Schedule profile.
- 6. Click the Save button.

		Navoto	G	SM Gatewa
~				
Sch Sch	eduler	Settings	i	
Scheduler Name				
Enable scheduler in this	mode:	Home		~
Select the days on which	this mode	e should be	enal	bled:
		Γ		Sunday
				Monday
				Tuesday
				Wednesday
				Thursday
				Friday
				Saturday

Repeat this process for additional and varying schedules.

# **Advanced Settings**

Navoto		×
General	Advanced Settings	
Voicemail	Identification By CID 🗸	
Recording	System Password	
Voice Messages	GSM Mode EUR 💌 Skype Redirection Default 💙	
	Cellular Redirection Default 💌 📧	
Gateway	SPD Digits	
Email	New Call Key ##	
SMS		
Scheduler	Hardware settings	
Advanced		Į
	Save Cancel	

The above screen shot displays Navoto's default settings. The options can be changed to meet your specific needs. Remember to click the **Save** button after making changes.

- Identification when someone calls to the PBX phone extension line interface, or to the GSM SIM Card, the call will be answered by one of two options:
  - CID (Caller ID) if pre-configured, then you will receive a dial tone only if Navoto recognizes your Caller ID <u>and</u> if you are authorized through the <u>Call</u> <u>Back</u> or <u>Call Through</u> list settings.
  - Everyone Navoto automatically opens the line to anyone that calls and provides a dial tone for them to use the system (similar to Call Through but available for every incoming call).

Advanced Settings					
Identification	By CID V Everyone				
System Password	By CID				

- **System Password** the default password is 1234, enter your desired system password.
- **GSM Mode** select USA frequency or EUR for European frequency.

Advanced Settings						
Identification	By CID 💌					
System Password	••••					
GSM Mode	EUR					
Skype Redirection	USA EUR					

• Skype Redirection - when you dial from the Skype interface, the system default is set for you to first dial an asterisk \* and then the speed dial number. If desired, you can change the asterisk to a number by selecting from the pull-down menu and entering the number in the box to the right of it.

Skype Redirection	Default	¥		×
-------------------	---------	---	--	---

• **Cellular Redirection** – when you dial from the cellular interface, you first dial a double asterisk \*\* and then the speed dial number. If desired, you can change the double asterisk to a number by selecting from the pull-down menu and entering the number in the box to the right of it.

Cellular Redirection	Default	~	XX
	Deiduit		

- SPD Digits select the maximum desired length of Speed Dial Digits. For example, if set at 1 you can assign speed dial numbers from 0-9; if 2 you can assign speed dial numbers from 0-99, and so on.
   SPD Digits 2
- New Call Key when you use <u>Call Back</u> or <u>Call Through</u> at the end of the call you can dial a New Call Key code and continue on to another call without calling the Gateway again. The default New Call Key code is a double pound (aka number or hash tag) symbol ##. If you wish to use a different number, enter it in this field.
  New Call Key
  ###
- Home First Digit when you call into the gateway and you get <u>Call Back</u> or <u>Call</u> <u>Through</u> and want to access the phone that's connected to the gateway, you can do so by dialing 0 and waiting for few seconds. If you wish to use a different number from 0-9, enter it in this field.

Home First Digit 0 💌

#### Hardware Settings

Navoto	×
Hardware Settings	
DTMF Level	-6 db 💌
DTMF Length	150 ms 💌
CID Level	-6 db 💌
Flash Digit	#
Flash Length	700 💌
Ring Back	2
Celular Dial Length	10 💌
Sav	e

- **DTMF Level** determines the volume of the DTMF signal to the phone company that you generate when you press the phone's touch keys.
- **DTMF Length** determines the length of the DTMF signal.
- CID Level for every PBX phone extension line the level of the CID is different, in order to recognize the CID you should choose the correct level based on your PBX instructions.
- Flash Digit when you receive <u>Call Back</u> or <u>Call Through</u> from your PBX phone extension line and you choose to add another call on the same line, in most PBX systems you need to press the # key. Refer to your PBX instructions and if you determine a different key must be pressed, select it in this field.
- Flash Length determines the length of the tone of the Flash Digit signal.
- **Ring Back** determines the number of rings when you call to the Navoto Gateway before it answers and calls you back.
- **Cellular Dial Length** determines the maximum number of digits the system will accept (example: 004-412-3456789 = 13 digits).



The Menu Bar provides shortcuts for the following functions:

### File

- <u>Change Mode</u>
  - o Home
  - o Away
  - o Office
  - o GoldNumber
- Close

## View

- View <u>Toolbar</u>
- View Tooltips
- View Cellular Panel





Navoto

Contacts Tools Help

Add a Skype Contact

Add a Phone Contact Add a CallBack/CallThrough Contact

File

View

# Contact

- Add a Skype Contact
- Add a Phone Contact
- Add a CallBack/CallThrough Contact

# Tools

- <u>Send SMS</u>
- Languages
- Options

# Help

- Get Help: Answers and Support
- About Navoto





# **Software Removal**

- 1. To remove the software you have two choices:
  - Navigate to Control Panel > Add or Remove Programs, select Navoto and click the Remove button.



• Click the to Start button and select All Programs > Navoto > Uninstall Navoto



2. Then click the Yes button and the software will be removed



# **Standards and Specifications**

### General

Telephony Interface: FXO & FXS, Mobile interface GSM 4-band SIM card Full duplex communication DTMF dialling over PBX (no pulse dialling) Supports USB 1.0, 1.1 and 2.0 ports External power supply

## **Environmental**

Operating Humidity: 10~90% Operating Temperature: 0~55°

# **Physical Power:**

USB Input Voltage: 5VDC ± 5% Max Current: < 280mA Max Power: < 1.4W

# **Power for GSM connection**

Switch Power Supply Input : 100-240V ~ 50/60Hz 0.5A Output : 5V ~ 1.0A Max

## **LED Indicators**

Power IDLE modePick up/Hang up hand set/in a call Searching Mobile operator

## **Dimensions/Weight**

#### Package

Length 9.45 in. (24 cm) Width 8.27 in. (21 cm) Height 1.97 in. (5 cm) Weight 1.8 lb (0.816 kg) **Product** Length 4.53 in. (11.5 cm) Width 5.12 in. (13 cm) Height 1.58 in. (4 cm) Weight 1 lb (0.454 kg) **Regulatory** FCC Class B UL / CUL CE Class B