

**CommuniKate will simplify, enhance and transform your world of communications.**

**If you need assistance, please call Customer Support at 1-866-333-3281. You can also access additional information in the HELP section of your personal CommuniKate Web site.**



**COMMUNIKATE™**

*communicating  
the possibilities*

**7 steps to a new world of simplicity.**

**COMMUNIKATE™**

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**COMMUNIKATE™**

**Welcome To CommuniKate...** This guide will introduce you to many of CommuniKate's features. You will need your Welcome e-mail, a phone, your address book (paper, printed, PDA, Outlook®, etc.) and access to the Web (open your Internet browser).

### Step 1. Take the Wheel

CommuniKate is designed for you to navigate with just these commands:

1. Say "What are my Options" anywhere to hear the available actions.
2. Say "Main Menu" anywhere to go back to the beginning.
3. To cancel a choice, say "Cancel" or press the star key (\*).
4. If you hear "Call Waiting," you can switch to the call by pressing the pound key twice (##). Once completed, press the pound key twice to return to the original call.

### Step 2. Make Calls Using Your Phone Book

To get started you must enter your contacts on your personal CommuniKate Web site. Contacts can be added automatically or manually.

#### Automatically

On your Web site, click Download to download and install PIMSync™ and the PIMSync PDF file. Follow the PIMSync directions. Go to Make a Call to a Contact.

#### Manually

1. Click Contacts on the menu at the left of the screen.
2. Click Add Contact and enter your contact's info. Click Save. Repeat until done. (If you are going to send messages to the same list of contacts on an ongoing basis, click Contact Lists and create a list.)

#### Make a Call to a Contact

1. Dial in to your number. Say "Make a Call." Follow the prompts.
2. Say "Main Menu." Say "Send Message." Follow the prompts

### Step 3. Listen to Messages

1. Dial in to your number. Say "Listen to Messages." Follow the prompts.
2. To be automatically notified of new messages, go to your personal CommuniKate Web site, click My Account, click Options and Security, find Message Notification, and choose options under Regular and Urgent

### Step 4. Create and Listen to a Reminder

CommuniKate users can create and listen to phone reminders. Additionally, PIMSync synchronizes CommuniKate with Outlook, Lotus Notes or PDA calendars.

1. Say "Create a Reminder," at the Main Menu. Follow the prompts.
2. Say "Main Menu."
3. Say "Search Reminders." Follow the prompts.

### Step 5. Set Up Your E-mail and Listen to It

CommuniKate provides an e-mail account. Listen to your e-mail through your phone if your e-mail is a POP3 or IMAP4 account which support Outlook® or Outlook® Express.

1. On your Web site, click My Account. Click E-mail Accounts. Complete the indicated fields. Click Save.
2. Dial in to your number. Say "Check my E-mail." Follow the prompts.

### Step 6. Receive a Fax

Your CommuniKate number doubles as a fax number. Faxes are received in your e-mail as PDF attachments that can be saved, printed, e-mailed or forwarded to any fax machine.

1. Send a fax to your number.
2. Dial in to your number. Say "Check my Faxes." Follow the prompts.

### Step 7. Fine Tune Your Personal Web Site

1. Select My Account on the left navigation menu.
2. Click Options and Security, then edit your selections. If you need more information, click Help and download the CommuniKate Pocket Guide to your personal Web site.



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