

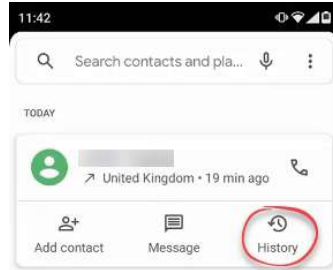


Phone App - Call Blocking

How do I block a number?

Method One:

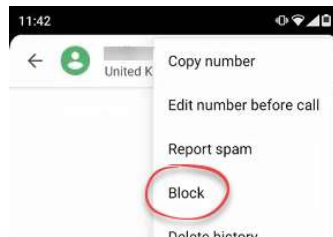
1. Click the 'Phone' app.
2. Click 'Recent'.
3. Click on the number in your recent list you want to block.
4. Click 'History'.



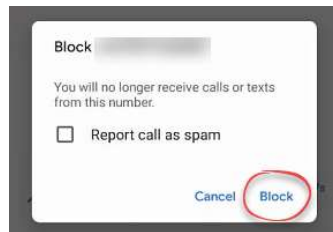
5. Click the menu bar in the top right corner.



6. Click 'Block'.

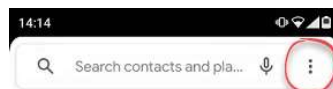


7. Confirm you wish to block the number.

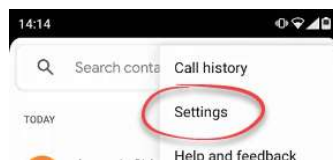


Method Two:

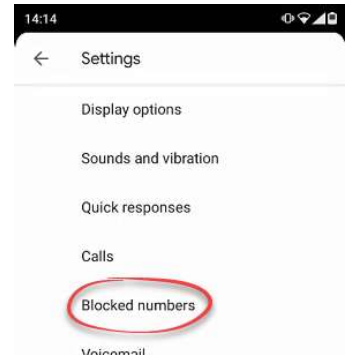
1. Click the 'Phone' app.
2. Click the menu bar in the top right corner.



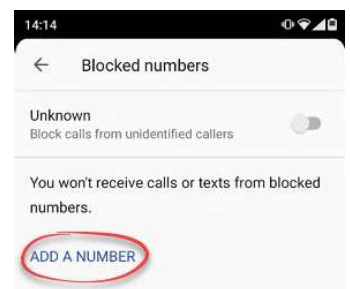
3. Click 'Settings'.



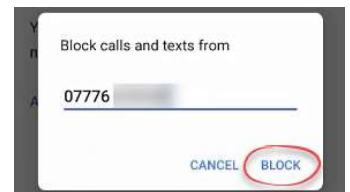
4. Click 'Blocked Numbers'.



5. Click 'Add a Number'.

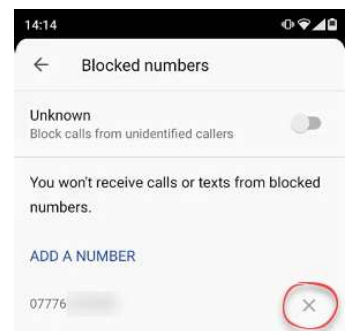


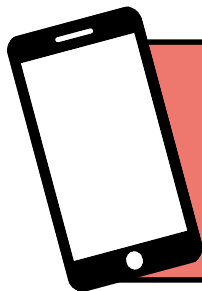
6. Type the number to block
7. Click 'Block'.



How do I unblock a number?

1. Click the 'Phone' app.
2. Click the menu bar in the top right corner.
3. Click 'Settings'.
4. Click 'Blocked Numbers'.
5. Click the cross at the right hand side of the number you wish to remove from the blocked list.
6. Confirm you wish to unblock the number.





For help and assistance,
call the ICT Helpdesk
0141-342 1570

Available during office hours. For critical support
at other times refer to the out-of-hours phone list.

Part of the 'How do I...?' series of helpsheets. For more, visit ictsupport.key.org.uk