

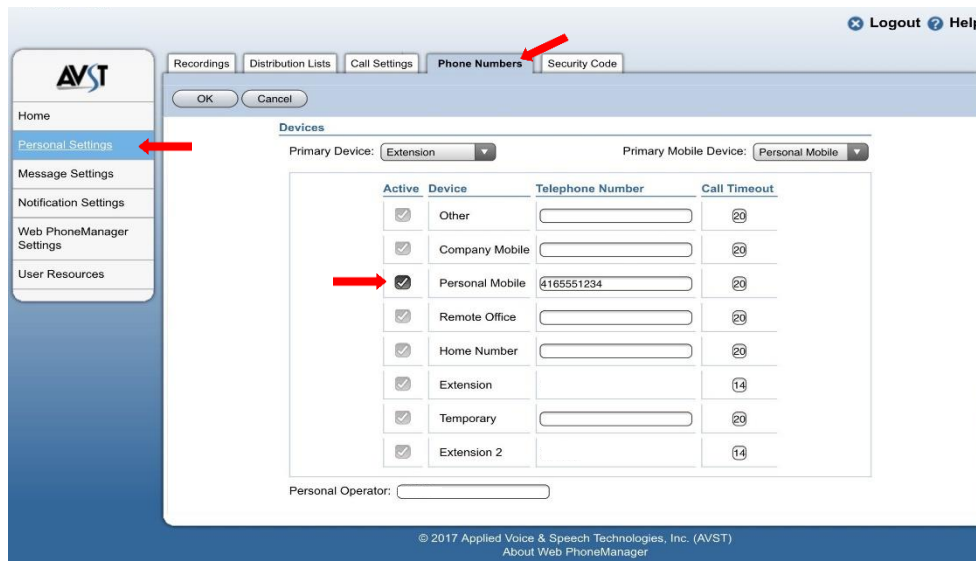
Before downloading the mobile app, you must first enter your mobile number in the Web PhoneManager (WPM)

To log in to the Unified Messaging web portal:

1. Log in to the *Web PhoneManager* via <https://webum.uit.yorku.ca>
2. Enter your mailbox (5 digit) extension in the **Username** field
3. Under, **Security Code** enter the same security code you use to log in via telephone
4. Click **Login**



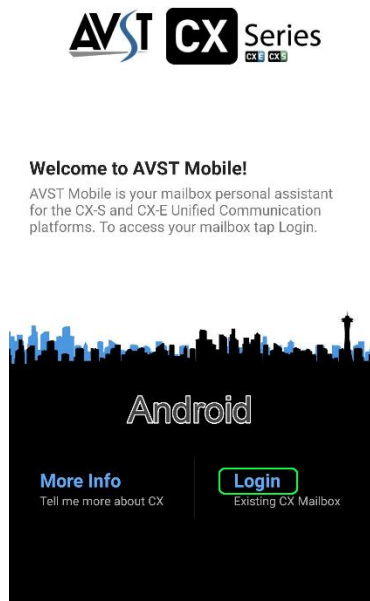
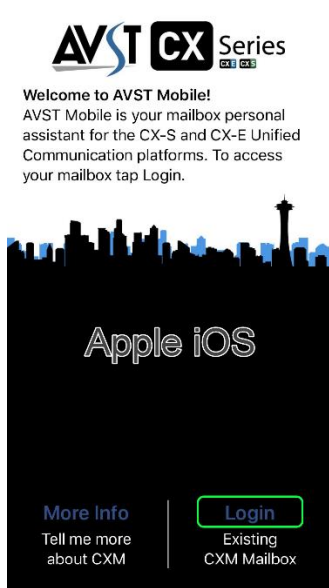
5. From the left-hand menu select **Personal**
6. On the *Personal* window, select the **Phone Numbers** tab
7. Now, enter your mobile number in the **Personal Mobile** field
8. Click **OK**



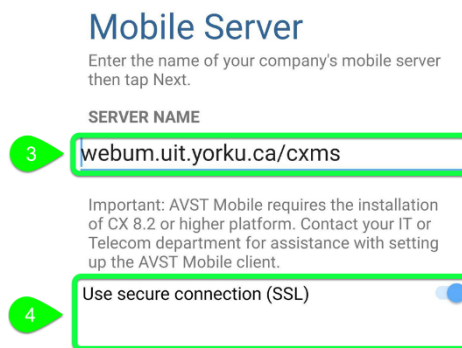
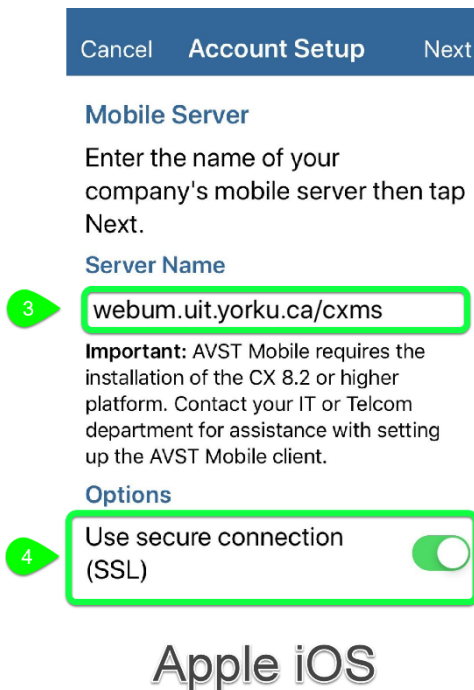
Once your mobile number has been added, you can follow the steps below on your mobile device

To download and configure the AVST (Unified Messaging) mobile app:

1. Using your mobile device, locate, download, and install the **AVST Mobile** app from your device's app store
2. When the app installation is complete, open the app and select **Login**



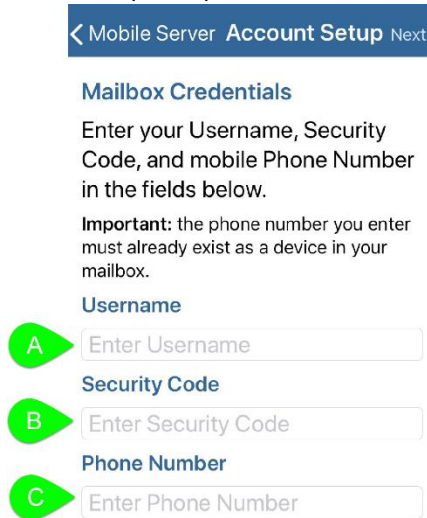
3. When prompted for a server name, enter **webum.uit.yorku.ca/cxms**
4. Confirm **Use secure connection (SSL)** is enabled, and tap next



Android

Next

5. Tap **Next**
6. On the mailbox credentials screen enter the following information:
 - A. **Username:** enter your five-digit voice mailbox number
 - B. **Security Code:** enter your voice mailbox security code that you added in the Web PhoneManager (WPM)
 - C. **Phone Number:** enter the mobile number that you added in the Web PhoneManager (WPM)



Apple iOS

Android

Previous

Next

7. Under *Notification Options*, select if you would like to receive **Incoming calls and updates**, **Updates only**, or neither (**Maybe later**)
8. Tap **Next**



Notifications

Activate mobile notifications?

When activated, notifications for incoming calls as well as new message and missed call updates can be sent to your device. You can enable or disable notifications at any time from the Settings-Notifications screen.

- Incoming calls and updates
- Updates only
- Maybe later

Apple iOS

Android

Previous

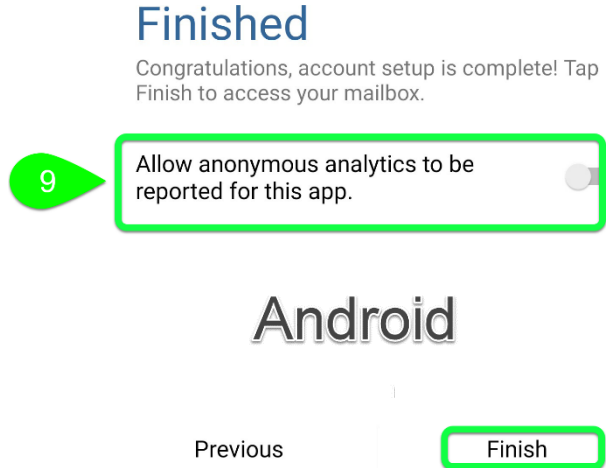
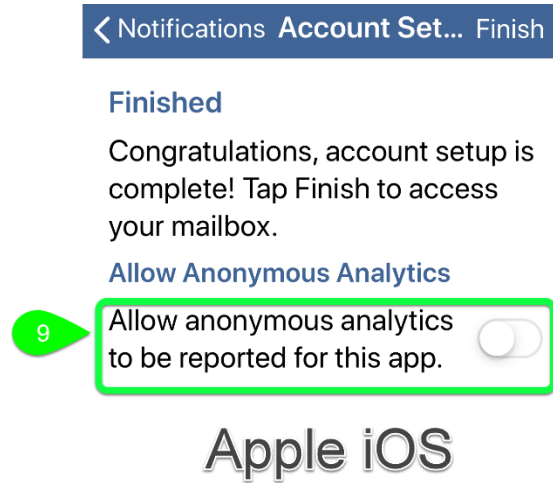
Next

Incoming calls and updates

Updates only

Maybe later

- 9. Select or deselected to send analytics and
- 10. Tap **Finish**



You are done!

For assistance accessing information related to our services, please contact York
Telecommunications at extension 44357