

# Prioritize Plus



Pocket Guide

## Add Contact to Phonebook

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Add].
- Step 2** Select [New], then click [OK].
- Step 3** Complete the details and click [OK].

## Add Buddy

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Add].
- Step 2** Tick [X] the desired contact and then click [OK].



## Make a Call

- Step 1** Enter the tel. no. in the Dial \_\_\_\_\_ box.
- Step 2** Click [Call].

## Make a Call via Phonebook/Buddy list

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Phonebook].
- Step 2** Click a name in the Phonebook/Buddy list. For Phonebook record, select the tel. no. from the pull-down menu first.

Pick up your handset when it rings and let connected.

## Make a Conference Call

- Step 1** Enter the tel. no. in the Dial \_\_\_\_\_ box and press [Add] on your keyboard, or click the [Add] to the name from the Phonebook/Buddy list to add the telephone no./ the name into the call list.
- Step 2** Click [Call] to initiate the conference call.

## Listen to Voicemail

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Voicemail].
- Step 2** Click [Voicemail] under Subject to listen your chosen Voicemail.



## Personal Fax

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Personal Fax].
- Step 2** Enter the fax no. \_\_\_\_\_ in the input box or select fax no. from [Number], then click [OK].
- Step 3** Click [Send] to upload your file and then click [OK].

## Webmail

- Step 1** Pull-down [▼] menu in the Prioritize Plus toolbar and select [Webmail].
- Step 2** Click the sender name to view the new message or click [New] to write a new message.

# 優先自選通訊服務



使用指南

## 在電話簿內新增聯絡人

- 步驟一** 請在「優先自選通訊」工具列中，按下 [▼] 選擇新增聯絡人 [Add]。
- 步驟二** 選擇 [New] 後，請按 [OK]。
- 步驟三** 輸入聯絡人資料，然後按 [OK]。

## 新增夥伴

- 步驟一** 請在「優先自選通訊」工具列中，按下 [▼] 選擇新增聯絡人 [Add]。
- 步驟二** 點選 [X] 選擇要新增的聯絡人，然後按 [OK]。



## 撥號

- 步驟一** 於號碼 \_\_\_\_\_ 內輸入你想撥出的電話號碼。
- 步驟二** 按 [Call] 撥出該號碼。

## 以電話簿夥伴名單撥號

- 步驟一** 請在「優先自選通訊」工具列中，按下 [▼] 選擇新增聯絡人 [Phonebook]。
- 步驟二** 於電話簿夥伴名單中，選擇你想撥出之聯絡人。如欲選擇電話簿中多個聯絡人，請按 [Add] 將多個聯絡人加入至電話簿名單。

當您的電話鈴聲響起時，請速接聽及撥通電話。

## 電話會議

- 步驟一** 在號碼 \_\_\_\_\_ 內輸入你想撥出的電話號碼，然後按鍵盤上的 [Add] 或於電話簿夥伴名單內，點選你想撥出之聯絡人。如欲選擇電話簿內多個聯絡人，請按 [Add] 將多個聯絡人加入至電話簿名單。
- 步驟二** 按 [Call] 撥出該號碼。

## 收聽留言信箱

- 步驟一** 請在「優先自選通訊」工具列中，按下 [▼] 選擇新增聯絡人 [Voicemail]。
- 步驟二** 於號碼下，點選你想收聽的信箱。



## 私人傳真

- 步驟一** 請在「優先自選通訊」工具列中，按下 [▼] 選擇新增聯絡人 [Personal Fax]。
- 步驟二** 於號碼輸入 \_\_\_\_\_ 內輸入你想撥出的電話號碼。
- 步驟三** 按 [Send] 上傳要傳真的文件，然後按 [OK]。

## 網上電郵

- 步驟一** 請在「優先自選通訊」工具列中，按下 [▼] 選擇新增聯絡人 [Webmail]。
- 步驟二** 於發件者姓名欄內按 [New] 寫新消息。

# Pocket Guide To Finance

**Doug Nordman**



## **Pocket Guide To Finance:**

The Military Personal Finance Pocket Guide Ron Krannich,2015-04-15 This handy pocket guide is designed to help servicemembers and their families deal with today's many financial realities. It's no big secret we all face numerous day to day financial challenges from handling a paycheck using credit cards and financing a car to renting an apartment buying a home paying for college meeting medical expenses repaying loans dealing with deployment helping family members and saving for a rainy day. This practical guide offers numerous insider tips on financial planning budgeting investment insurance banking credit cards borrowing tax strategies VA benefits and retirement. Includes sound advice on setting goals and making smart financial decisions for a lifetime. Covers buying cars and houses navigating the insurance maze understanding education benefits paying for college handling military pay paying and saving on taxes acquiring child care services and much more. Also includes special sections on financial predators your legal rights and starting a home based business for supplementing family income and building bridges to the civilian work world. Jam packed with checklists tips examples exercises and sample communications for strengthening one's financial IQ. A Pocket Guide to Finance David J. Leahigh,1996 This brief handy guide reviews financial management's most frequently used formulas basic concepts and definitions. The easy to use reference revisits the essentials of a basic financial management course without the bulk and expanded explanations of a principal's text. As an inexpensive no frills review it is an excellent supplement for many undergraduate finance case and any upper division courses. *The Best Pocket Guide Ever for Family Finances* Jillian Howard,2016-01-11 It is much easier to control your finances and plan your investments when you are single. But once a partner comes along and financial decisions are shared planning can become more complicated as different people often have different ideas about how to spend and invest money. Without some guidance on dual finances a marriage or partnership can easily become a statistic. A major cause for break ups is financial stress. Add children to the mix and the financial pressure increases. But it is possible to achieve a financially successful life for your family despite the huge costs involved and this book will show you how. If you want to marry or cohabit have children and provide them with a good education build wealth and finally retire successfully this book shows you how it can be done. It also sets out the financial implications of divorce and separation and how to overcome them. guides you through the financial jargon when a spouse or partner should die and explains how to avoid any financial hardship that can so easily follow. This book is a comprehensive but easily accessible guide to financial planning throughout all stages of normal family life. A must read for anyone who is married is planning to get married or is cohabiting in a long term relationship. **The Military Guide to Financial Independence and Retirement** Doug Nordman,2011-05-01 This book provides service members veterans and their families with a critical roadmap for becoming financially independent prior to committing themselves to full time retirement. It outlines how retiring military personnel in their early 40s can become happily semi retired. Emphasizing the importance of family lifestyle and

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### **Table of Contents Pocket Guide To Finance**

1. Understanding the eBook Pocket Guide To Finance
  - The Rise of Digital Reading Pocket Guide To Finance
  - Advantages of eBooks Over Traditional Books
2. Identifying Pocket Guide To Finance
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Pocket Guide To Finance
  - User-Friendly Interface
4. Exploring eBook Recommendations from Pocket Guide To Finance
  - Personalized Recommendations
  - Pocket Guide To Finance User Reviews and Ratings

- Pocket Guide To Finance and Bestseller Lists
- 5. Accessing Pocket Guide To Finance Free and Paid eBooks
  - Pocket Guide To Finance Public Domain eBooks
  - Pocket Guide To Finance eBook Subscription Services
  - Pocket Guide To Finance Budget-Friendly Options
- 6. Navigating Pocket Guide To Finance eBook Formats
  - ePub, PDF, MOBI, and More
  - Pocket Guide To Finance Compatibility with Devices
  - Pocket Guide To Finance Enhanced eBook Features
- 7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Pocket Guide To Finance
  - Highlighting and Note-Taking Pocket Guide To Finance
  - Interactive Elements Pocket Guide To Finance
- 8. Staying Engaged with Pocket Guide To Finance
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Pocket Guide To Finance
- 9. Balancing eBooks and Physical Books Pocket Guide To Finance
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Pocket Guide To Finance
- 10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
- 11. Cultivating a Reading Routine Pocket Guide To Finance
  - Setting Reading Goals Pocket Guide To Finance
  - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Pocket Guide To Finance
  - Fact-Checking eBook Content of Pocket Guide To Finance
  - Distinguishing Credible Sources

13. Promoting Lifelong Learning
  - Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
14. Embracing eBook Trends
  - Integration of Multimedia Elements
  - Interactive and Gamified eBooks

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