

# Learning Opportunities: Phone System

On the weekend of June 8-10, Bryn Mawr College will begin using a new phone system. This means new phones, new voicemail, and the addition of many frequently requested features. We're pleased to offer a program of learning opportunities that will help you become familiar with the new system.

## Q&A SESSIONS: MAY-JUNE

Curious about what you'll be able to do with your new phone? Questions about your office's needs? Join us for a Q&A session. We'll address common tasks and new features.

### Phones, Software, and New Features

WED 5/2, 11-noon in Canaday 314

TUE 6/5, 2-3pm in Campus Center 200

## CLASSES: JUNE-SEPTEMBER

Software on your computer lets you customize your office's phone setup and take advantage of some useful new features. All classes are taught by LITS staff and include time for Q&A. Advance registration is required.

### Advanced Office Use

WED 6/13, 11-noon in CANADAY 315: <https://brynmawr.libcal.com/event/4122613>

### Tools for Travelers

TUE 7/10, 11-noon in CANADAY 315: <https://brynmawr.libcal.com/event/4122621>

WED 7/25, 2-3pm ONLINE: <https://brynmawr.libcal.com/event/4122629>

## SMALL GROUP CONSULTATIONS: MAY-SEPTEMBER

Want to discuss your office or work group's particular setup? Looking for an opportunity to improve a workflow using newly available features? LITS staff are available to consult with small groups to discuss how to meet your needs with the new system.

Consultations will begin in May and extend into September. Plan ahead and schedule with us now! Contact the Help Desk to request an appointment: [help@brynmawr.edu](mailto:help@brynmawr.edu) or (610) 526-7440.

## SELF-PACED RESOURCES: ANYTIME!

<http://techdocs.blogs.brynmawr.edu>

Like learning at your own pace and finding answers when you need them? Visit Tech Docs for resources produced and/or recommended by LITS. Tune into our Spotlight Series in May and June to for how-to guides and helpful tips.

### Looking for information about the phone project?

<http://lits.blogs.brynmawr.edu/tag/phoneproject>

As always, you're welcome to visit or contact the Help Desk with questions at any time: [help@brynmawr.edu](mailto:help@brynmawr.edu), (610) 526-7440, Canaday first floor.

# LITS

LIBRARY & INFORMATION  
TECHNOLOGY SERVICES