

# Prioritize Plus

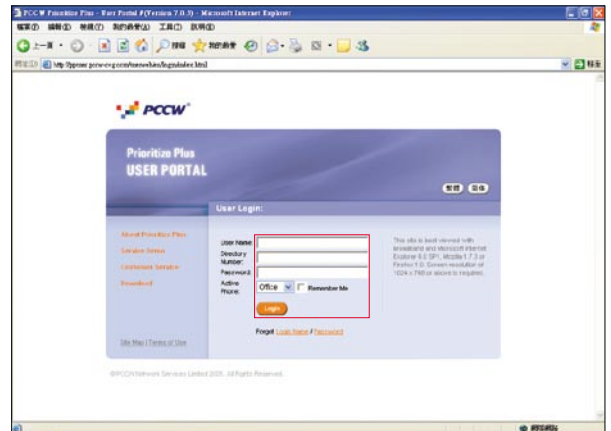
## User Getting Start >>>

### Step 1

Obtain your **login name** and **password** from your company's administrator

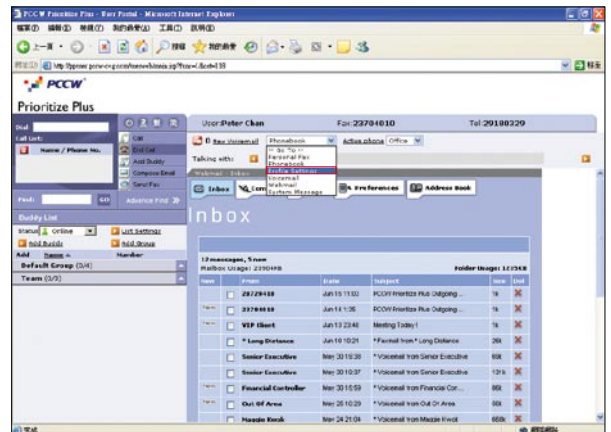
### Step 2

Login to the Prioritize Plus User Portal using your **login name**, **Directory Number** (e.g., 22341188) and your **initial password**



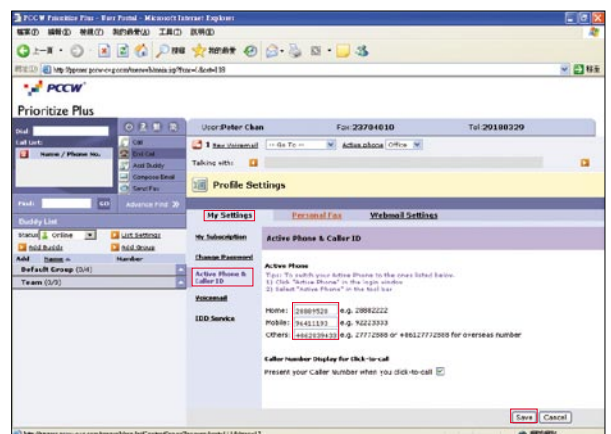
### Step 3

Select **Profile Settings** from the pull-down menu on the Prioritize Plus toolbar



### Step 4

Under **My Settings**, select **Active Phone & Caller ID**. Input the phone numbers you wish to use under the Active Phone feature, press **Save** to confirm



(If you are also a PCCW Business NETVIGATOR user)

### Step 5

Select **Webmail Settings**

### Step 6

Input your **bizNETVIGATOR username** and **password**, press **Save** to confirm

