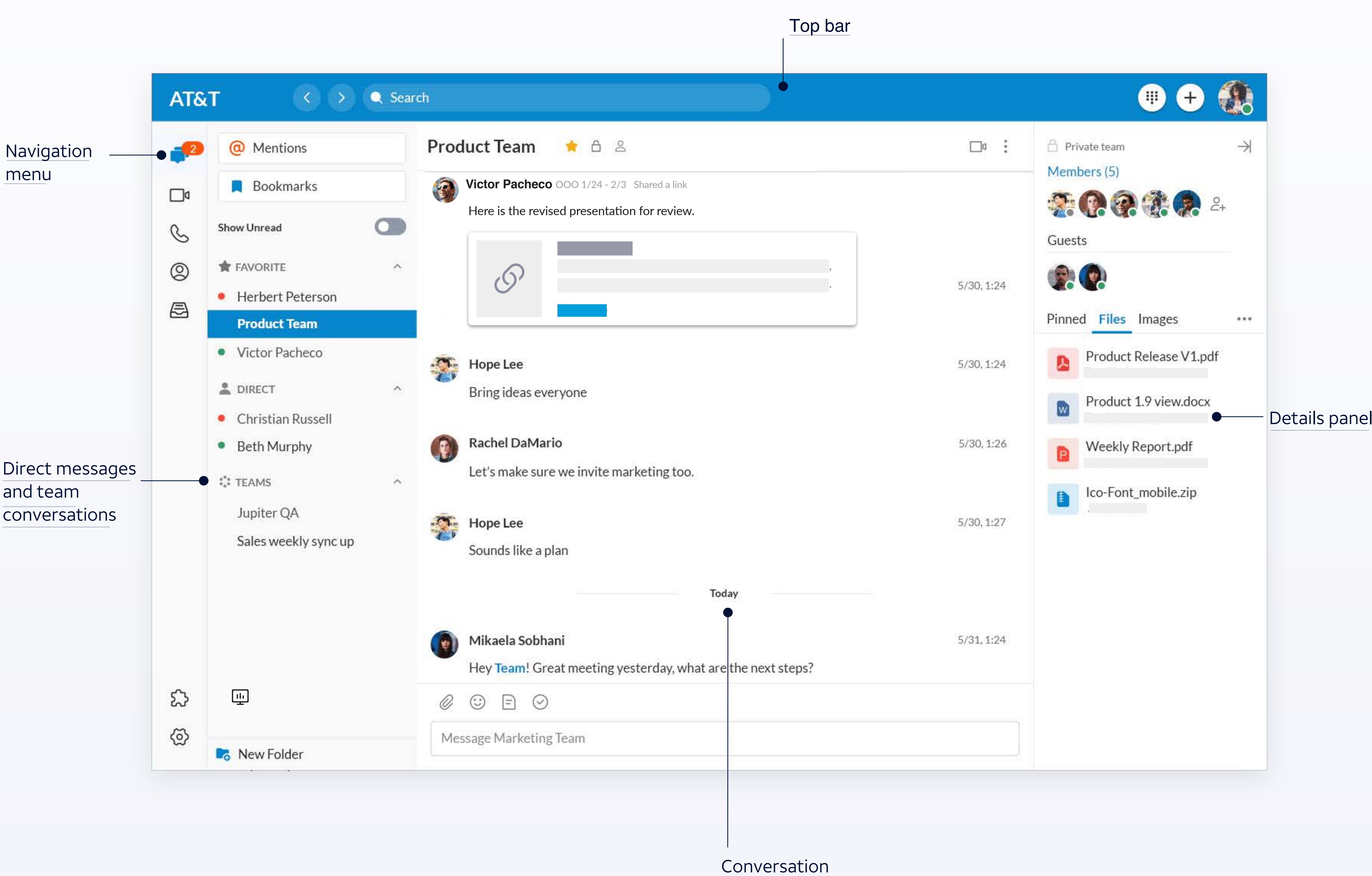


AT&T Office@Hand Desktop App



Get to know the Office@Hand app with this handy quick reference guide to walk you through everything it has to offer.



Navigation menu

Message

Send and receive messages to individuals or team conversations.

Video

Host, schedule, or join HD video meetings, access your recorded meetings or ones shared with you, and view upcoming video meetings.

Phone

View call history, voicemails, faxes, and SMS texts.

Contacts

Search colleagues, guests, and personal contacts.

Settings

Control settings for notifications, sounds, message, video, phone, contacts, & calendars, & view helpful keyboard shortcuts.

Tasks, files, events and notes

View assigned tasks, event details, collection of files and notes.

Analytics

Gain intelligent insights such as if and how Office@Hand products are being used, who are the power users, trends and patterns of usage, and who are the low/non users.

Apps

Access a library of over 180 apps integrations to keep your life organized.

Mentions

View conversations where you have been tagged or quoted.

Show unread

Toggle the switch to show only unread messages or all recent messages and teams.

< > Search
⋮ + Profile

Forward/back buttons

Just like how it works on a web browser. Quickly return to a previously visited page across the entire app.

Search bar

Need to find something fast? Search through content, contacts, or teams using an advanced keyword search and filters.

Dial pad

Make outgoing calls to other team members or guests, as well as any external number.

New actions

Your starting point for doing something new. Send a new message, text, or fax, create a team, start a video call, or invite others to join Office@Hand.

Account

All the usual account stuff. Access your profile, share your status, view app terms and security details, contact support, and sign out.

Details panel

Private team

Members (8)

Guests

Members

View current members of a team and click on their picture to see their contact details.

Pinned, files, images, more

View pinned posts, files, images, tasks, apps, links, notes, and events by team members in one convenient place.

Pinned **Files** Images

- Project_Proposal.pdf
- Marketing doc.docx
- Strategy deck.pptx
- Product roadmap

Conversation

Video

Instantly jump on a video call directly from the conversation pane.

Call

No need to memorize or search for a colleague's number. Call them right from your conversation.

Download the [desktop app](#) today. Also check out the Office@Hand mobile app for [iOS](#) and [Android](#).

Have questions?