

Logging Into The Portal

279 Darren M Thu, Feb 11, 2021 [Digital Phone Lines](#), [IC-talk 3 Cloud Phone System](#) 1335

Logging into the Portal

NOTE: This functionality is considered to be for advanced users, only access the online portal if you're comfortable with doing so. It is not required in order to use the core features of your digital phone line.

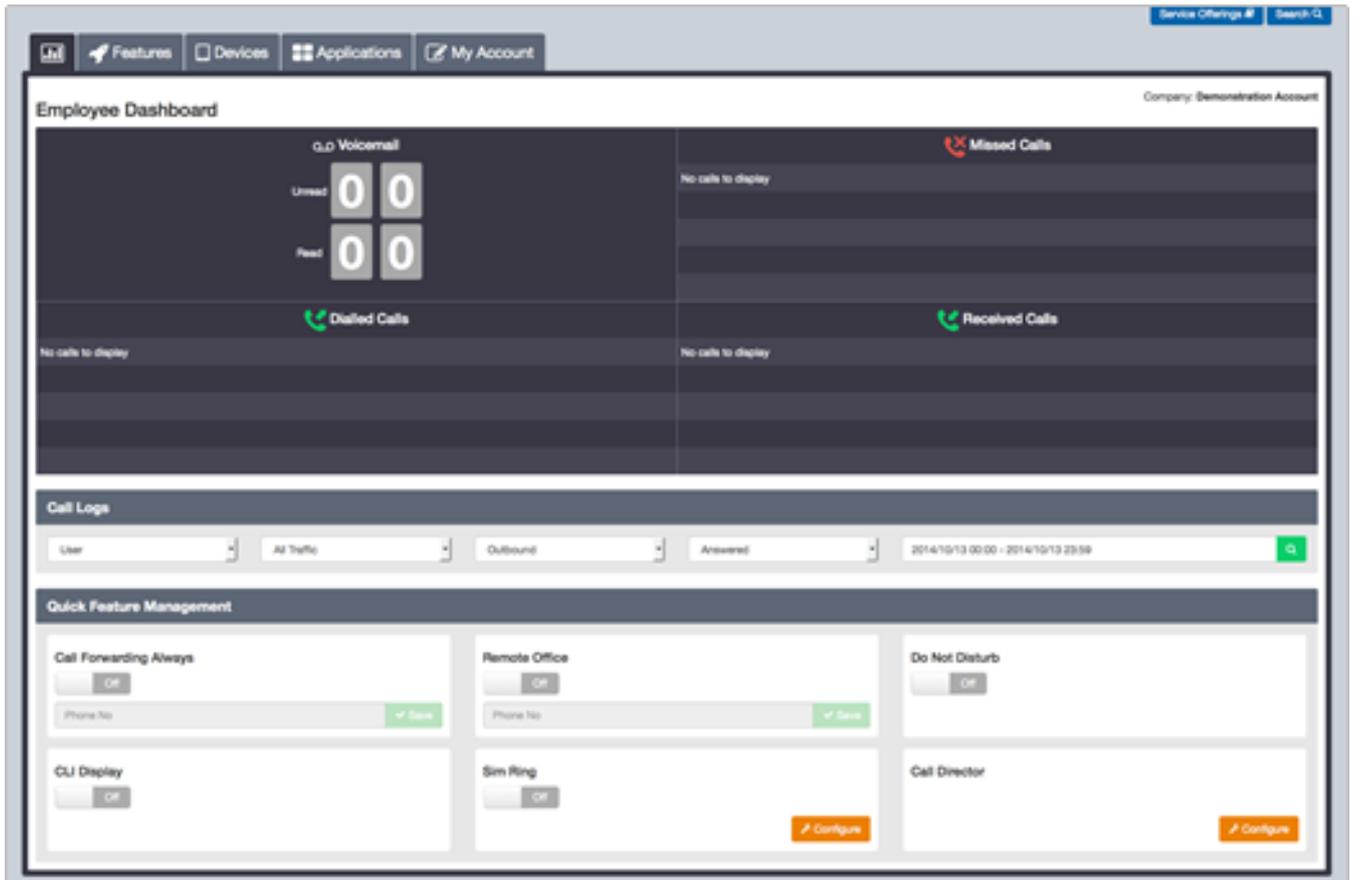
The login to the portal can be found here - <https://portal.yourwhc.co.uk/>

After your initial signup to the service you should have received an email containing the following::

- Username
- Domain
- Password

Use this information to login to the portal

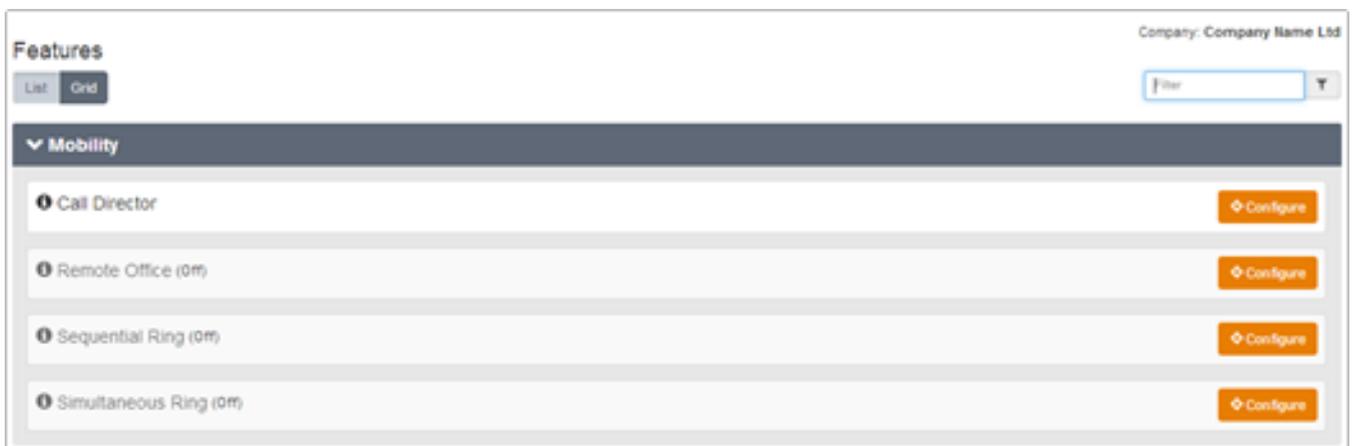
When you log in for the first time, you will be greeted with your Dashboard screen:



Navigating The Portal

Views & Filters

You can choose to display their features via two options, either **List** or **Grid** as displayed below:





Wherever there is an Information Icon, you will be able to place your mouse cursor over it to get more information, for example:



You can use filters to find Features quickly, simply start typing the Feature Name in the filter box:



Tabs

The Business Portal uses tabs to navigate to the different sections of the portal and by default the landing page is the dashboard.

Features Tab

Features Devices Applications My Account

Features

Company: Company Name Ltd

Filter ▼

List Grid

▼ Mobility

- Call Director [Configure](#)
- Remote Office (Off) [Configure](#)
- Sequential Ring (Off) [Configure](#)
- Simultaneous Ring (Off) [Configure](#)

> Call Control

> Contacts

> Apps

> Messaging

Features

- Manage your Features such as Call Forwarding, Voicemail etc

Devices Tab

[Features](#)
[Devices](#)
[Applications](#)
[My Account](#)

Features
Company: Company Name Ltd

List **Grid**
Filter ▼

▼ Mobility

- Call Director** Configure
- Remote Office (Off)** Configure
- Sequential Ring (Off)** Configure
- Simultaneous Ring (Off)** Configure

> Call Control

> Contacts

> Apps

> Messaging

Features

- Manage your Features such as Call Forwarding, Voicemail etc

Applications Tab

[Features](#)
[Devices](#)
[Applications](#)
[My Account](#)

Applications

Application Username

UC Office for Smart Phone iPhone Edition



Available on the App Store

UC Office for Desktop Windows Edition



Download

UC Office for Desktop Mac Edition



Download



GET IT ON Google play

Applications

- View the applications available to you.
- Quick Links to download your applications.

My Account Tab

My Account

- Employee details.
- Reset passwords.

My Account

User Details

Username: user.four

Directory Number: +44 1314 960252

Extension: 252

Language: English

Password to Change: Portal Login

Password: New Password

Confirm Password

Contact Details

Firstname: user

Surname: four

Email Address: julian.melvil@gmail.com

Phone Number: +44-1314960252

Country: United Kingdom

Street Address

Town/City

County: West Sussex

Postal Code

Save

Online URL: <https://kb2.ic.uk/article.php?id=279>