Follow the steps mentioned below to learn how to set up a phone connection in Gridlex Zip.

Step 1: Log in to Gridlex and click on the "Helpdesk" tab located under the Zip section in the menu bar.

Inbox &	Zip	Sky	Ray	Enterprise Admin
Zolan International V	Zolan International 👻	Zolan International 🗸	Zolan International 👻	Add Users Add Unit
Manage Inbox Email	Opportunities Activities	Accounting & ERP Add Invoice Add Bill	Time Log Projects	Inbox Settings Zip Helpdesk Settings Zip CRM Settings
SMS	Organizations Contacts	Revenue Costs	Time Approvals Time Reports	Sky Accounting & ERP Settings
Calls Make & Receive calls Auto, Power & Predictive Dialer Voice Broadcast Call Settings	Schedule Campaigns Contracts Helpdosk Add Ticket Dashboard Tickets	Journal Banking Inventory Fixed Assets Projects Reports Expenses	HRMS Payroll Attendance Leaves Geo Track HR Approvals HR Reports	Sky Expense Settings Ray HRMS Settings Ray Timesheet Settings Contracts Settings Enterprise Admin Settings Billing & Payments
	Sites Automations	Add Expense Mileage Approvals		

Step 2: After clicking on the "Helpdesk" tab, you will be redirected to the Shortcuts page. Here click on "Buy a Phone Number" located under the inbox management section.



Step 3: Fill in all the required details, such as selecting the desired inbox, choosing the country, and specifying the capabilities you want for the phone connection. Once you have filled in the information, click on the "Search" button.

GRIDLEX	Inbox × Zip Helpdesk × Zip CRM × Sky Accounting & ERP × Sky Expenses × Ray HRMS × Objects Settings × My Account × Zolan Interna ×
Q Search	Connect Accounts » API - Add New Phone Connection
Inbox	🕑 Zolan (Enterprise Name) Zolan International Entity (Entity Name)
Emails	Choose Inbox * Choose Country * Choose Capabilities
Calls	Customer Support (Shared) V (+1) United States Of America (US) Voice SMS MMS
Zip CRM	Choose Number Type Search Pattern Match to
Opportunities >	Z Local Ø Mobile Ø Z Toll-Free Anywhere in number Search Numbers
 Activities Organizations > 	Search
▲ Contacts >	
 Schedule Campaigns 	
Contracts >	
Zip Helpdesk	
 Tickets 	
Sites	

Step 4: A list of available phone numbers will be displayed on the page. Browse through the list and select the number that meets your requirements. Once you have chosen the desired number, click on the "Buy" button to initiate the purchase.

GRIDLEX	Inbo	Inbox 🗸 Zip Helpdesk 🗸 Zip CRM 🗸 Sky Accounting & ERP 🗸 Sky Expenses 🗸 Ray HRMS 🗸 Objects Settings 🗸 My Account 🗸									Zolan Zolan Interna v
Q Search	Connect Accounts » API - Add New Phone Connection										
Inbox	• Zolan (Enterprise Name) Zolan International Entity (Entity Name)										
🞽 Emails		zolari (Enterpria		ternational Entity (Entity)	(unit)						
SMS		Choose Inbox *			Choose Country *				Choose Cap	abilities	
📞 Calls		Customer Support (Shared) 🗸 🗸			(+1	I) United States Of Ame	erica (US)	•	Voice		
Auto Dialer											
Zip CRM		Choose Numb	er Type		Sea	rch Pattern Match to					
Opportunities >		🗹 Local 🕝	🗹 Mobile 🔞 🛛 🔽	Toll-Free 🕜	Anywhere in number 🗸 Search Numbers						
Z Activities						_					
Organizations						S	earch				
🚨 Contacts 💦 🗲											
🕔 Schedule		Country Number Type Phone Number					Capat	bilities	Monthly Cost		Action
┥ Campaigns						Voice	CMC	MMS Eav		(Included in plan)	
Contracts						voice	5M5	MMS	Fux		
Zip Helpdesk		US	Local	+14302434665		~	~	~	×	1.15 USD	Buy
- Dashboard		US	Local	+14302435386		~	~	~	×	1.15 USD	Buy
Tickets											
K Sites		US	Local	+14302435401		~	~	~	×	1.15 USD	Buy
		US	Local	+14302435393		~	~	~	×	1.15 USD	Buy
		US	Local	+14302434659		~	~	~	×	1.15 USD	Buy

Step 5: You will be prompted to name the phone connection. Enter a suitable name and then click on the "Confirm Buy" button to complete the purchase.

GRIDLEX	Inbo	ox ~ Zip Helpo	desk ~ Zip CRM ~	Sky Accountii	Phone Conne	ection Details	5	×	fy Account 🗸		Zolan Zolan Interna ~
Q Search		US	Local	+1430243	Phone Connect	tion Name			×	1.15 USD	Buy
Inbox		US	Local	+1430243	Zolan Sales				×	1.15 USD	Buy
🗠 Emails		US	Local	+1430243	+1430243534	48			×	1.15 USD	Buy
Calls		US	Local	+1430243	Country	Type	Price		×	1.15 USD	Buy
Auto Dialer Zip CRM		US	Local	+1430243			defends for this is to be		×	1.15 USD	Buy
Opportunities >		US	Local	+1430243	Make this pr	ione connection	derduit for this inbox		×	1.15 USD	Buy
 Activities Organizations > 		US	Local	+1430243			Close Confirm	n Buy	×	1.15 USD	Buy
Contacts >		US	Local	+14302435	492	~	~	~	×	1.15 USD	Buy
 Scheaule Campaigns 		US	Local	+14302435	094	~	~	~	×	1.15 USD	Buy
Contracts >		US	Local	+14302435	402	~	~	~	×	1.15 USD	Buy
Dashboard		US	Local	+14302435	:414	~	~	~	×	1.15 USD	Buy
 Tickets Sitor 		US	Local	+14302435	348	~	~	~	×	1.15 USD	Buy
N 5105											
											0

Congratulations! You have successfully set up a phone connection in Gridlex Zip. You can now make and receive calls using the purchased phone number. If you're wondering how to make calls in Gridlex Zip, <u>click here.</u>

If you encounter any issues during the process or have any further questions, feel free to reach out to the Gridlex support team at apps@gridlex.com.