Operations with Sounds

This page contains instructions on how to enable/disable, remove, or search for a sound in VoipNow.

- Enable or disable sounds
- Listen to sounds
- Search for sounds
- Remove sounds

Enable or disable sounds

The **Sounds** table allows you to enable or disable a specific sound with a simple click on the **S** (Status) icon.

This icon shows the status of the sound: for enabled for disabled.

The default sound file is displayed in **bold** characters. Once you have disabled a sound, you can no longer use it. To put it back in us, press the <u>Disabled</u> icon.

Listen to sounds

To listen to a particular sound:

1. Select the name of the sound you want to listen to from the **Sound Management** page.

2. In the **Existing Sounds** table, click the ▶ button under the **Listen** column.

3. If you want to download the sound to your computer, click the ∨ in the same table row.

Search for sounds

You can filter the existing sounds list name. Just enter the name of the sound in the text box located above the table and click the 🔍 **Search** button. The system will remember the search criteria when a new search is performed and even after the user logs out.

Remove sounds

You cannot remove sounds that are currently used, you need to disable them first. Also, you cannot remove a **music on hold** sound if the containing folder is in use and only has one sound in it.

To remove a sound:

1. Select the sound and click the <u>Remove selected</u> link to access the **Removal Confirmation** page.

2. To finalize the removal, you have to review the list, select the **Confirm removal** checkbox, and click **OK**. To return to the previous page without deleting these records, click **Cancel**.

Related topics
Add a sound

Manage sound folders

Manage sound languages