***Google Voice***

Google Voice – a free phone routing service.

**Features:**

Use your existing number

Google Voice Mail

International Calling

Voicemail Transcriptions

Custom Voicemail Greetings

SMS Messaging

Share Voicemails

Block Calls

1. Go to [the Google Voice website](https://voice.google.com/) (voice.google.com) and sign in using your Google account.
2. You'll be prompted to choose whether you want a new number or you want to use your existing number. Choose **I want a new number**.
	* **I want to use my mobile number:** lets you do one of the following:
		+ [**Get Google Voice Lite**](http://www.google.com/support/voice/bin/answer.py?answer=115127)**:** Set up Google voicemail for your mobile phone(s) and make outgoing domestic calls
		+ [**Port your number into Google**](http://www.google.com/support/voice/bin/answer.py?answer=1065667#About number porting): Number porting is a feature in which your existing mobile number will become your Google Voice number.
		+ (Sprint Users Only) [**Use your Sprint number with Google Voice:**](http://www.google.com/support/voice/bin/answer.py?answer=1207070) Your Sprint mobile number functions as your Google Voice number. You can take advantage of all of Google Voice's features without having to get a brand new number.
	* **I want a new number:** This lets you choose a new Google number that you can set up to work with up to six different phones.

If you sign up for a Google number you can still set up Google voicemail for your mobile devices

1. Search for your new Google number and once you've chosen one click **Continue.** Search for a Google Voice number in our database by area code or zip code. You can also enter a word or phrase you'd like to include in the number, and we'll show you available numbers that match your criteria (for example, if your name is 'Paul' you can search for available Google numbers with 'Paul' within the number).

Some users like to choose a number located in their area code, while others choose a Google number local to their family or friends so these contacts can make a local call that rings a long distance phone.

Our goal is to offer numbers from nearly every area code in the U.S. We're expanding this footprint frequently, so if your area code is currently unavailable, please check the Google Voice site for updates. At this time, Google Voice doesn't offer 1-800 or vanity numbers.

1. Choose a PIN to use to retrieve your messages and access your Google Voice settings from any phone.
2. Enter a forwarding phone number (this is the phone that will ring when someone calls your Google Voice number) and select a type from the 'Phone type' drop-down menu. If someone calls your Google Voice number, you can have up to six different phones to ring, including your work, mobile, and home phones. You can set custom voicemail greetings and call rules for your different contacts. Find out more about [the basics of Google Voice](http://www.google.com/support/voice/bin/answer.py?hl=en&answer=115061) and [how it works](http://www.google.com/support/voice/bin/answer.py?answer=115073).
3. Verify your phone. You'll see a numerical code along with a **Call Me Now** button. When you click the button, it will call your forwarding phone and ask you to enter the code on the screen verifying the phone number you gave is the right one.

Congratulations! Your Google number is all set up. You can choose to add more phones to forward to or take a look around the Google Voice inbox.

* SMS to Email – Go to setting menu; click Voicemail SMS (make sure the box is checked that says SMS Forwarding)
* International Calling – You can initiate a call from your Google Voice Inbox; Click on Call; enter the contact name or phone number; press enter (google will make the call for you. When you answer google voice will then connect you to the number you are calling). ***There is a fee for International Calls***.
* Personalized Greeting – Go to contacts; Click on the person; select edit Google Voice Settings; choose a greeting you already recorded or select Record New greeting and google voice will call you so you can record your greeting. *\*\*If you want to set-up a greeting for a group, Go to setting; Groups; then choose your greeting.*