

8x8 Work Monitor

Monitor

Listen to an employee call, without either the employee or the caller hearing

1. Press ***22** or ***BA** before lifting the handset
 2. Press **Dial** or **Call**
 3. Enter the extension number to monitor
 4. Enter your access code to begin monitoring
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Barge

Join a call and speak to both the employee and the caller at the same time

1. Press ***22** to start monitoring
 2. Dial ***5** or ***J**
 3. To exit Barge mode and continue monitoring, dial ***6** or ***M**
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Whisper

Share information with the employee that the caller can't hear

1. Select ***22** to start monitoring
2. Dial ***9** or ***W**
3. To exit Whisper mode and continue monitoring, mute your audio, then press ***6** or ***M**