

# Outbound Calls

## Speed Dial

### Speed Dial

When you have staff, customers and family that you call often, use the Cloud PBX **speed dial**. By using this function you can program in up to 8 of your most called numbers, so you can quickly make a call by dialing a single digit.

### Quick Guide

1. Log into <https://portal.herotel.uk> > Voice tab and select number you wish to set up Speed Dial.
2. Select **Outgoing Calls > Speed Dial**.
3. Add in your chosen numbers.
4. Click **Save Settings** to update.

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