

REMOTE DIRECTIONS FOR LEGAL LINE VOLUNTEERS

1. Download Comcast Business App.
2. At 5:00 PM or a few minutes before → Login using credentials provided by the ACBA (username and password will be assigned).
3. If you are a first time user with the specific credentials you are assigned, the App will prompt you to provide your phone number and “phone name”. Save
4. Next, click “Be Anywhere”. Select **your** phone and click “Add Phone”. After you click add phone, there should be a blue illuminated circle around your “name & phone”. Save.
5. You will start receiving phone calls on a rotating basis.
6. At 7:00 PM, go to “Be Anywhere” and unselect your “name & phone”. Save. Go back and LOG OUT via settings.

If you do not unselect your name AND log out, you will continue to receive ACBA phone calls