SETTING OUT OF OFFICE RESPONDER **ON VODAFONE SMART PRIME 6**





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← Settings	← Settings	CANCEL DONE	Out of Office settings CANCEL DONE		
		Send out of office auto-reply	Send out of office auto-reply		
General settings	shannon.douglas@healthalliance.co.nz	Send out of office auto-replies during this period	Send out of office auto-replies during this error		
shannon.douglas@healthalliance.co.nz	Your name	Start time	Start time		
	Signature	End time	End time		
	Sent from my Vodafone Smart	Internal message	Internal message		
	Out of Office settings	<u></u>			
	Quick responses Edit text that you frequently insert when composing emails	Send out of office auto-replies to external senders Send out of office auto-replies to senders in my contacts list Send out office auto-replies to anyone outside	Send out of office auto-replies to external senders Send out of office auto-replies to senders in my contacts list Send out office auto-replies to anyone outside		
	Data usage	External message	External message		
	Sync frequency Every 15 minutes	I will be out of the office on Friday 1st April 2016.			
	Sync emails from: Last month	Kind regards, Shannon Douglas / Desktop Installs			
	Folder sync settings	Deskton Installs			
5. Touch your email address.	6. Touch Out of Office settings:	7. Touch Send out of office auto-reply.	8. Touch Send out of offic auto-replies during thi		

(You can also touch this option to turn it off manually.)

of office auto-replies during this period.

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Send out of office auto-reply									
Send out of office auto-replies during this period									
Start time									
	06 Apr 2016, Wed 16:30								
End time									
Interna	al me	ssa	qe				2 5.00		
I will be out of the office									
Send out of office auto-replies to external senders									
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11. Touch **Internal message** and type your Out of Office message.



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Shannon Douglas / Desktop Installs Admin

12. Touch Send out of office auto-replies to external senders, select one of the options and touch Done.

Other features within the Vodafone Smart Prime 6 that you may wish to enable on your smartphone are:

- Setting up Email Vodafone Smart Prime 6
- Setting your Email Signature Vodafone Smart Prime 6
- > Setting your Email Sync Period Vodafone Smart Prime 6
- Connecting to DHB Staff WiFi Vodafone Smart Prime 6
- Limiting & Restricting Background Data Vodafone Smart Prime 6
- Setting Network to 3G Vodafone Smart Prime 6
- Turning Battery Save On Vodafone Smart Prime 6
- Call Forwarding / Call Divert Vodafone Smart Prime 6

For general trouble shooting see

General Troubleshooting – Vodafone Smart Prime 6

Other important information guides for your DHB issued smartphone are:

- NRDHB Smartphone Quick Guide
- Mobile Data Usage
- Saving Battery Power

All guides can be found here: <u>http://pulse/OurServices/InformationTechnology/MobileServices/HowToGuides.aspx</u>

Please ensure that you familiarise yourself with your DHB's policies, guidelines and codes of conduct relating to mobile devices and the NRDHB and hA Acceptable Usage policy:

http://pulse/OurServices/InformationTechnology/MobileServices/PoliciesandGuidelines.aspx