



Introducing Mandi—Your Virtual Assistant

You'll be amazed at how much more productive your company can be.

Business operates at the speed of communications. If calls don't get through, your business can miss important opportunities. Staff can waste considerable time playing phone tag, and customers grow frustrated when they can't get immediate answers.

Mandi—the Ultimate Business Communication Tool

No matter how many locations your company has, or how much time your employees spend out of the office, Mandi can help make your company's phone communications easier, more efficient and more productive.

Mandi is a virtual assistant who answers and screens calls, and then connects callers to your staff—wherever they may be. She also manages their messages in one place, so when employees call in, they can check their voice mail and their e-mail right over the phone. What's more, Mandi can broadcast messages throughout your company or your client base, facilitating com-

munication while saving you and your company valuable time and resources.

There's no faster way to ensure that:

- calls get through to the right person wherever they are, reducing the hassle of phone tag
- important messages are never missed—employees can access all messages, both voice and e-mail, from a single place by phone
- customer contact information is readily available all the time, so your staff can keep them informed instantly.



Mandi makes it affordable for your staff to have an assistant. Simplify your company's communications and boost productivity. With Mandi, the power of communication is there for the asking.

Virtual Assistant Features

Always reachable. Mandi routes calls to your employees' current location, no matter where they are—on the road, travelling, or working remotely—callers never need to know. She can also locate them at up to four additional numbers just to make sure important calls get through.

Live call screening. Your staff will never have to take unwanted calls again. Mandi can screen each call and tell them who's calling.

Take messages and return calls. Callers can choose to leave voice messages. Your staff need only call Mandi to pick up their messages—or they can have them delivered to their e-mail account. They can also return calls directly from voice mail just by saying “call back.” They'll never miss an important message again.

Spread the word quickly. Need to get a message out to the whole company? Record the voice message and let Mandi broadcast it. Inform the sales team of important and timely information. Let cus-

tomers service representatives know about a new policy. Tell employees about an upcoming meeting.

Listen to e-mail. Your employees can listen to the messages in their existing e-mail account from any phone just by saying “get e-mail messages.” Mandi will read those messages right over the phone. Staff can save, delete, copy or reply, all by voice command. Don't keep your customers waiting for a response to their e-mail.

One place for all contacts. Mandi keeps an address book for each employee with all their contact information—names, phone numbers and e-mail addresses. Your employees can never lose the information, and they can access it from any phone at any time.

Dial by voice. Your staff can make calls just by saying the name of the person they want to call. Mandi looks up the name in their address book and dials the number for them automatically—a much safer way to call when on the road.

Online account management. Web-based tools make it easy to set up an account, manage contacts and check day-to-day account activity.

The Ultimate Business Communication Tool—This is Mandi.

For more information:

- call our sales team at (949) 655-1677 and ask for “the sales team”
- send an e-mail to sales@speechphone.net ▪ or visit us at www.speechphone.net

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