Cisco Jabber – Signing In and Placing a Call

Cisco Jabber provides all full-time TCTC employees the ability to make phone calls, through their college-issued phone number, regardless of their physical work location.

Try It Out

**Signing In:**

1.) Enter your TCTC user name and password

2.) Click **Sign In**

3.) Once logged in, navigate to the bottom right of the Jabber hub and click

4.) Select **Use my computer** in the **Device for calls** dropdown list.

**Please note:** This setting will be saved and does need to be repeated upon each sign in.
Placing a Call

Cisco Jabber softphone provides three ways to place a call: using your contact list, searching the TCTC Jabber directory, and typing the telephone number.

Use your contact list:

1.) Click 🔄 in the Jabber hub.
2.) Hover over the appropriate contact's name and click 📞

Search the TCTC Jabber directory:

1.) Type the person's name in the Jabber hub Search or call field
2.) Hover over the appropriate contact's name in the search results and click 📞

Type the telephone number:

1.) Type the person's phone number in the Jabber Search or call field.
2.) Click 📞 next to the Search or call field.

As always, if you have questions or need technical assistance, please contact the IT Service Desk via telephone at 864-646-1779 or email ServiceDesk@tctc.edu