

Three Steps to Getting Started with the RingCentral App

The RingCentral app is a powerful messaging workspace that makes you and your team more productive and efficient. You already have an account, so signing in is simple. It's your one place to call, message, and meet.

1. Make a call

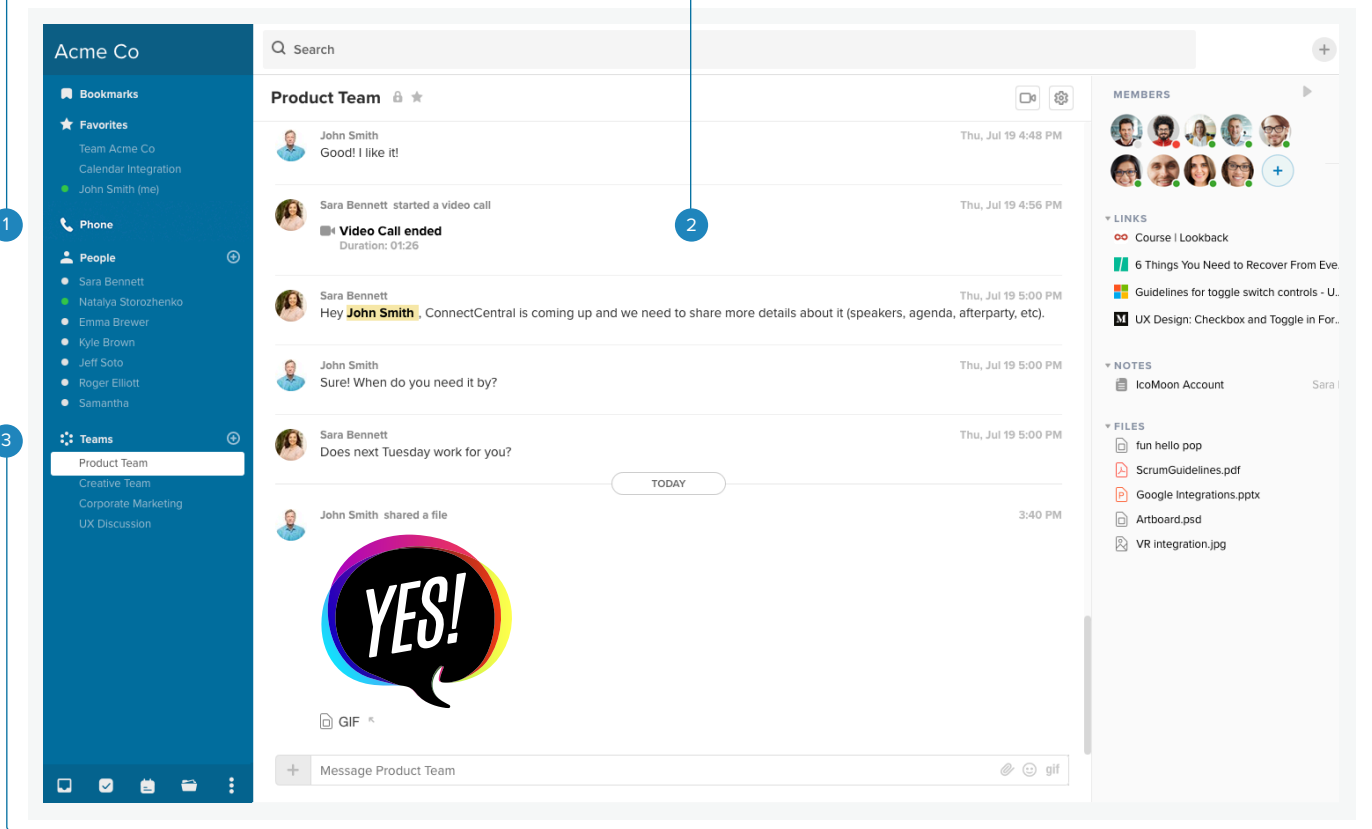
- Click the phone icon to make calls, listen to voicemail, view your call history, and more.

2. Start a conversation

- Type a colleague's name in the search bar at the top and hit **Return**.
- Share links or drag and drop files into your conversation
- Add some fun to the conversation by adding an emoji or gif.

3. Create a team

- Click the **+** sign next to **Teams** on the left panel.
- Give your team a name, add members, and start collaborating.
- Or find a team by clicking **Teams** on the left panel and hit the **Join** button.



To get started, log in at ringcentral.com with your RingCentral credentials or use your company's Single Sign-on. Download the RingCentral app at ringcentral.com/downloads.