Using the Online Fax System to view and Send Faxes

Go to www.owa.intermedia.net
Click Voice Services
Login with Username: 8177567282 — Fax #
Login with PIN: 7345000 (RDHL000)

Go to the Tools Tab and click the link that says Fax Upload Application
That will download the necessary program to upload files to be faxed.
When you want to upload a document there, act like you are printing the document, and choose the printer that says "Upload New Fax" and when a new window pops up check the box labeled "send to fax mailbox"
After that you can now go to the Faxes tab and Click "Saved and Uploaded"
There you can forward the documents to wherever you would like via email or fax

Using the Online Phone System to Check Voicemails and Setup Followme

Go to www.owa.intermedia.net
Click Voice Services
Type in your Office Phone Number
     Mike Porter - 8175914326
     Mike Rogers - 8175914314
     Kelsey Hale - 8179284713
Type in your PIN   *Social*
     Last four digits of your ~~Cell Number~~ + 00
     Kelsey - The zero at the front of the last four digits of your cell number will go at the end
     Kelsey - so instead of 0XXX00 it will be XXX000
Login and see your voicemails
If you would like to set up FollowMe to allow customers to reach you when you are out of the office you can follow the instructions on the FollowMe tab.
     When you are out of the office and someone calls your office phone number instead of going to voicemail the call will be directed to a cell number.
If you would like to change your PIN go to Settings and go to the "Change Pin" tab