

Do Not Disturb

Your new Do Not Disturb service has automatically been activated with a preset schedule. Your phone will not ring between 10 p.m. and 6 a.m., seven days a week. To change or remove this schedule at any time, just call the CenturyLink Update Center.

Getting Started

- To turn Do Not Disturb ON or OFF, or to change your Do Not Disturb greeting or schedule, call the CenturyLink Update Center at 1 888-(your area code)-8052* from any touch-tone phone, or call ***78** from your home phone number.
- When you call the Update Center, you will be asked for a security code. The first time you call, enter the temporary security code **1234**. Recorded instructions will then guide you through the process of setting your own security code.
Note: If you've already set up another service through the Update Center, such as Dial Lock® or Call Following®, you can use the same security code for Do Not Disturb too. Enter your existing code instead of 1-2-3-4. You do not need to set up a new code.
- Recorded instructions will then guide you through setting your own permanent 4-digit security code. For your security, do NOT use the last four digits of your telephone number.
- Once you have set your own security code, select **Do Not Disturb** from the Main Menu. Recorded instructions will then help you to customize the options you want.

Everyday use

Just call the Update Center at any time and choose from the menu to turn the service ON or OFF, or to change options.

Main Menu

- Press **0** to go to Help Menu
- Press **1** to turn Do Not Disturb ON or OFF
- Press **2** to restart or suspend your schedules
- Press **3** for Do Not Disturb Options
 - Press **1** for Greetings
 - Press **2** for Privileged Call Code
 - Press **3** for Schedules
 - Press **4** for Emergency Breakthrough

more ►

Greeting Options

- Standard greeting includes your phone number.
- Greeting with your recorded name.
- Greeting without your name or number.
- No Solicitation Greeting, which advises solicitors to hang up and add you to their Do Not Call list.

Privileged Caller Code

You can decrease the time it takes for family and friends to reach you by setting up a 4-digit Privileged Caller Code. Your friends and family can break through your Do Not Disturb screening immediately by entering this code as soon as they hear the Do Not Disturb greeting.

Schedules

If you wish to use Do Not Disturb's preset 10 p.m. to 6 a.m. schedule, you don't have to do anything. At any time, you can customize your schedule by calling the Update Center and establishing up to two Monday through Friday schedules and two weekend schedules.

Other Options

Even if you have set schedules, you can turn Do Not Disturb ON and OFF outside of your scheduled time.

- Activate the service until further notice. You may turn Do Not Disturb ON and leave it ON until you call the Update Center again to turn the service OFF.
- Activate the service with a timer. When you turn Do Not Disturb ON, you may also specify a particular time you'd like Do Not Disturb to automatically turn OFF.

If at any time you experience difficulty or have any questions, please call 1 866-450-6152.

* In Minnesota area codes 763 and 952, call 1 888-612-8052 to reach the Update Center. In Iowa area code 641, call 1 888-515-8052. In Arizona area code 928, call 1 888-520-8052. In Oregon area code 971, call 1 888-503-8052. In Oregon area code 458, call 1 888-541-8052.

©2011 CenturyLink, Inc. All Rights Reserved.
DND_C 8/11