

The office you occupy is equipped with a telephone, which is available for your use. The office extension number is specified on the telephone set and can be provided to people wishing to contact you.

#### Placing External Calls:

Dial 9 + area code (local calls) or Dial 9 + 1 + area code (long distance calls).

#### Online Telephone Directory

To access Nipissing University's Online Telephone Directory, please visit this [web link](#).

You can also access the directory from Nipissing's homepage at [www.nipissingu.ca](http://www.nipissingu.ca) by clicking on "*Quick Links*" at the top of the page and choosing "*Employee Telephone Directory*".

With the online directory, you have the option of searching by department or position title.

If you have any questions regarding the telephone or voicemail system, please do not hesitate to contact FASS at:

705-474-3450 ext. 4373

telephones@nipissingu.ca