



How to Create Your Custom Message on Hold

Step 1 – Go to: <http://ultimate.pbxaudio.com/>

Step 2- Click on 'Click Here to Register' Button

Step 3- Enter your 16 Digit Serial number , then press Next

Step 4- Select your Music , you can use the search option to select specific genre, ie Jazz etc.; by clicking the play option you can listen to the samples. If you leave the music playing while listening to voice actors you can get a feel for how the music and the voice actor will sound when mixed together.

Step 5- Select your Voice Actor , first choose language option ie English USA/Canada. Then Select your actor and then 'Continue to Script Entry'.

Next- Do you want script assistance from the Voice Actor? If yes, there will be an added fee and credit card info will be required.

Step 6 – Enter your script. Try the script templates for ideas to get started. You can enter up to 200 words, if you go beyond 200 words you will be charged for the added words. Our production team will mix the script with the music to make a logical Message on Hold, so you don't need to be too concerned with added instructions. But please do try to phonetically spell uncommon words.

Next- Click Submit Script

We will then collect needed contact information and submit your script to the Voice Actor. You can then expect an email in return when the script is recorded for your approval. Once approved, our production team will produce the final product using the music you selected!

Once received, put mp3 onto USB stick and connect to player and follow instructions on back of player.