MY ACCOUNT ENHANCEMENTS
FOR SPOK MOBILE WITH PAGER#
APRIL 2016
ADD A NEW SPOK MOBILE DEVICE

This new feature allows the My Account administrator to add a new Spok Mobile device if the end-user does not also require a physical pager. After clicking on the Spok Mobile option from the My Account home page, simply click Add a New Spok Mobile Device in the upper right of the screen and complete the steps 1 - 4 in the next screen shot.

Follow the simple steps below to Create a New Spok Mobile™ Device

1. Select the Contract or corresponding Bill Frequency: Monthly

2. Select a number type for this new Spok Mobile™ device:
   - Enter a pre-assigned phone number
   - Preferred Calling Area

3. Device Email: 

4. Add Edit Device References

CREATE NEW SPOK MOBILE™ DEVICE
ADDING SPOK MOBILE TO AN EXISTING PAGER NUMBER
This feature now provides My Account administrators the option of adding Spok Mobile to an existing pager number even if the end-user no longer requires a physical pager. Simply select No for Retain Paging Device when completing the registration form below.

This new feature also allows the pager to continue receiving messages until the end-user has completed the Spok Mobile registration process. Once the end-user completes the registration process, the pager will be disconnected and all messages will be delivered to the Spok Mobile device.

NOTE: This screen also allows the removal of an existing pager device for end-users wanting to use Spok Mobile only.

REGISTRATION STATUS UPDATES IN LIST DEVICE VIEW
The feature allows My Account administrators to identify the registration status of all eligible Spok Mobile devices in a single list view as well as within the individual device detail.

Please access the My Account Client User Guide for a complete instructions.