# How do I create a hunt group?
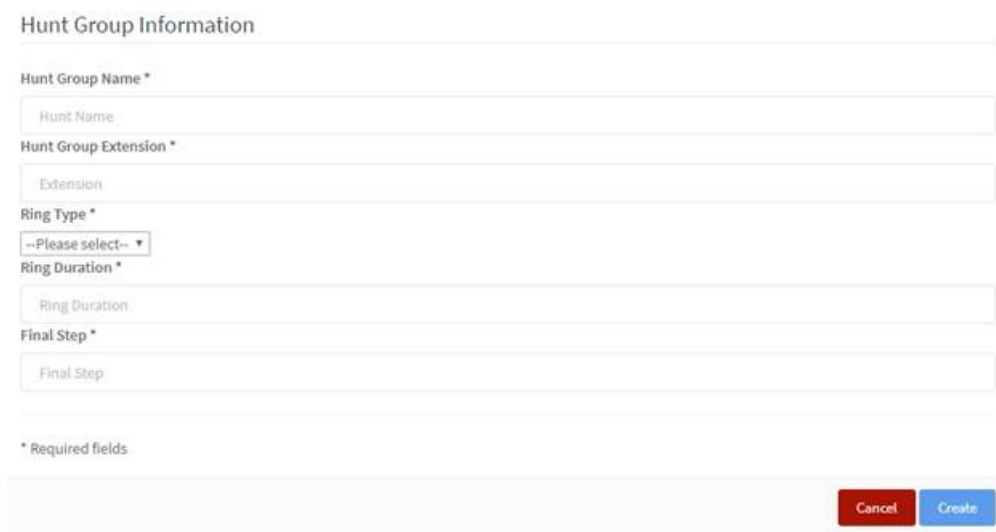
## Question

How do I create a hunt group?

## Answer

Pressing [ ◆ Add Hunt ] will take you to the **Create Hunt Group** page.  From this page you can create a hunt group.  Hunt groups are used to simultaneously ring multiple users/phones when a single phone number is dialed.  Additionally, hunt groups can be configured so that users/phones are sequentially rung (in a defined order) until the call is answered.



| | |
|---|---|
| **Hunt Group Name** | The given name to the hunt group being created |
| **Hunt Group Extension** | This should always start with 97XX (and is typically assigned by the Vantage System Administrator.) |
| **Ring Type** | The ring type can be set up as **Ring All** or **Ring Order**.  Ring All dials all the added extensions simultaneously, while Ring Order will follow a list of extensions ringing them one at a time for the sccheduled duration before proceeding to the next extension in the list. |
| **Ring Duration** | The amount of time each extension(s) will ring. |
| **Final Step** | The final step is where the call will go if no one in the hunt group answer.  This can be pointed at an auto-attendant, a user's extension, or another hunt group answers the call. |

Pressing [ ] for an existing hunt group will open the same page, but with all of the pre-desfined parameter displayed.

## Applies To

MAXvoice
Call Flow