

Accessing Your Call History

The FibreMAX®fone Portal lets you review every completed call, with easy-to-use search, filter, and sort tools so you can quickly find the details you need.

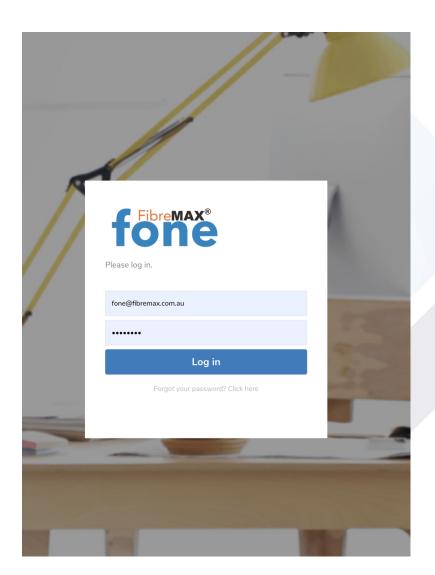
Log in:

Use the *Username* and *Password* supplied by your FibreMax account manager. Need access? Simply ask your account manager and we'll set you up.

Go to https://myaccount.fibremaxfone.com.au in your web browser.

Enter your credentials and click Log In.

You'll land on the dashboard. In the next steps we'll show you how to open the Call History screen and apply filters.







Reading the Dashboard

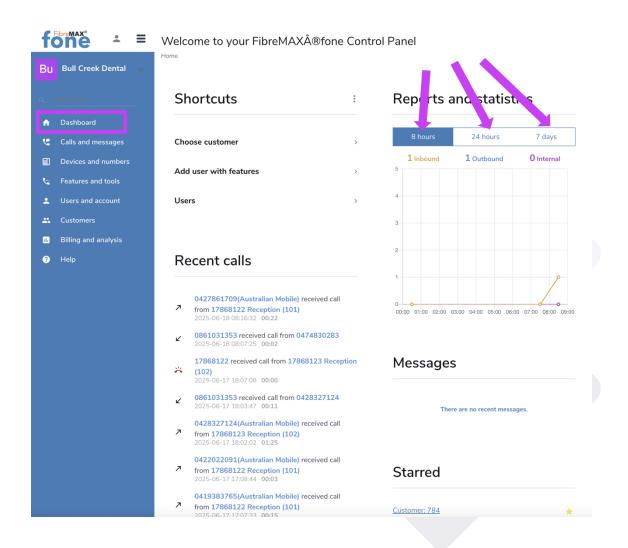
After you sign in, the Dashboard opens by default (you can always return to it by clicking Dashboard in the blue left-hand menu).

Quick call statistics

At the top-right you'll see a miniature graph with three time-range buttons:

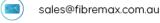
8 hours, 24 hours and 7 days

Click a button to instantly update the chart and headline numbers (Inbound, Outbound, Internal). This gives you a snapshot of call volume and helps you spot any spikes at a glance.



Tip: Use the Dashboard for a fast health-check. For detailed filtering, head to **Call history** (covered in the next section).







Filtering Your Call History

Open Call history

In the blue sidebar choose **Calls and messages** Call history. The filter panel appears on the right-hand side.

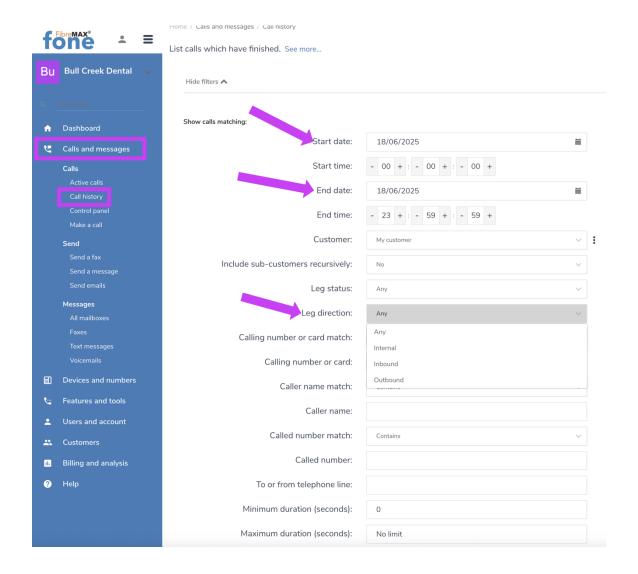
Set a date range (recommended)

- Start date / time the earliest call you want to see.
- End date / time the latest call you want to include.

Pick a leg direction (optional)

The Leg direction drop-down lets you narrow results to:

- Inbound calls coming into your business
- Outbound calls made by your team
- Internal extension-to-extension calls inside your system





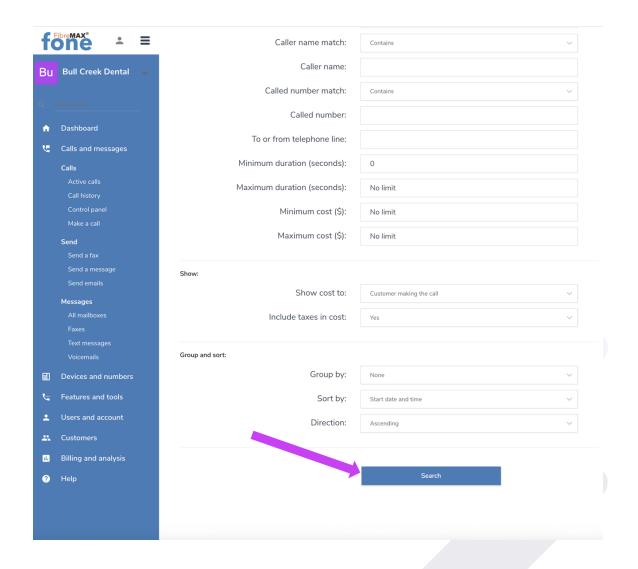


Explore additional filters (all optional)

Refine by caller or called number, minimum/maximum duration, cost, telephone line, and more. Feel free to experiment—nothing is saved until you run a search.

Run the search

Click **Search** at the bottom of the page. Your filtered list of completed calls appears instantly. Click any row for full call details.



Tip: If you routinely look up the same information (for example, last month's outbound calls), bookmark the page after running the search—your filter settings are preserved in the URL.





Reading, exporting, and drilling-into results

Once you run a search, your matching calls appear in a table.

Review the list

Calls are shown newest-first by default.

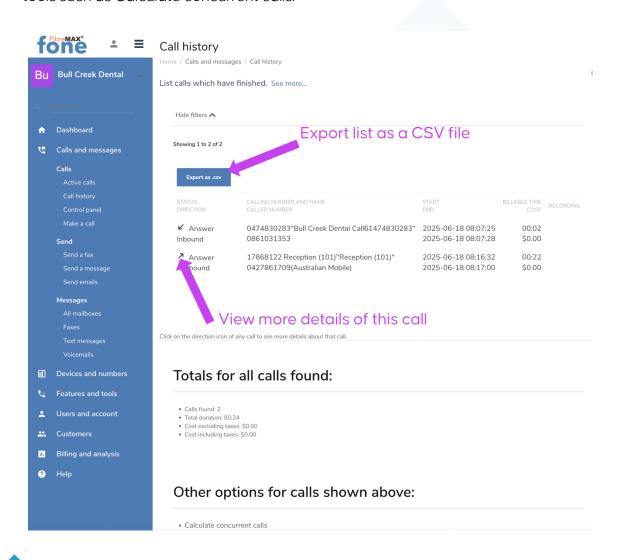
Each row displays the **direction icon** (answered inbound **\mathbb{Z}**, answered outbound **\mathbb{Z}**, missed **\mathbb{X}**), calling & called numbers, start/end times, billable duration, and cost.

Export the list

Need to analyse in Excel or another tool? Click **Export as CSV** above the table; your browser downloads the file instantly.

See summary totals

A quick tally (calls found, total duration, total cost) sits under the list, along with extra tools such as *Calculate concurrent calls*.

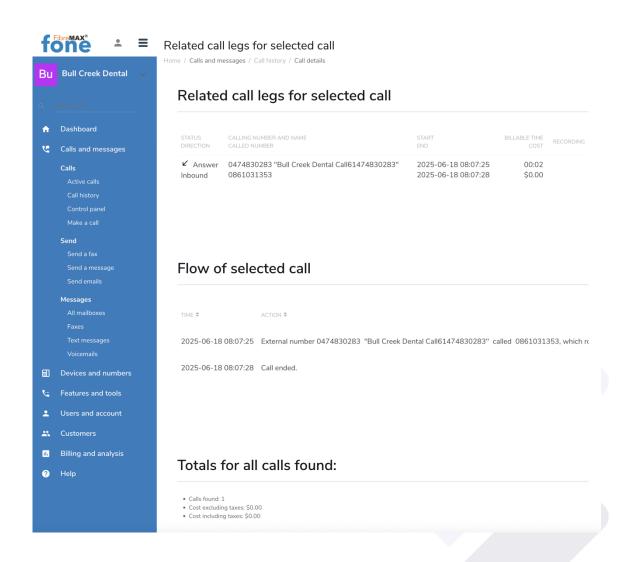






Open full details

Click the **direction icon** or anywhere in the row to open the *Call details* screen. You'll see every leg of the call—who rang whom, when it was answered, transfers, voicemail, etc.—plus a timeline under **Flow of selected call**.



Tip: Sort any column by clicking its heading, or filter further with **Hide / Show filters** at the top of the page.

