## Info-Link SiriusXM Programming Guide

1. Go to URL www.infolinksirius.com and use your user ID and password to log into the programming web site.

If you have not registered, enter your Link Account Number in both the Account Number and Password locations and click on Register.

2. Choose to schedule your on-hold messages by clicking on the button labeled "On Hold Messaging."

3. To create a new playlist of on-hold messages, click on the button for Add New Playlist.







4. This will prompt you to create a name for your new Playlist.



5. After you name your new on-hold playlist, Your list of available on-hold messages will be displayed. When you click on a message, the message text will appear in the box to the right.

Click on the messages you would like to play, then click on the "Add Msg to Playlist" button. Repeat until you have all the messages you want to play added. We recommend your playlist run approx. 4 minutes.

6. When you are finished creating your playlist of onhold messages, click "Save New Playlist" at the bottom of the screen. You may have to scroll down to the bottom to view this button.







7.At this point you will need to schedule the time for your new playlist to begin playing.

First, select your playlist by clicking the radio button next to it. Second, click on the "Schedule Transmission" button.



8. Select the location(s) where you want the on-hold to play and set the date when you want it to start playing. Click on the Send Immediately button to transmit.



9. This will take you to a screen which lets you review your playlist selection before you transmit to the site(s). Once everything is reviewed and to your satisfaction, click on the Continue Send Xmit to Sites button.



10. That's it. You have successfully programmed your on-hold messages. www.infolinksirius.com