

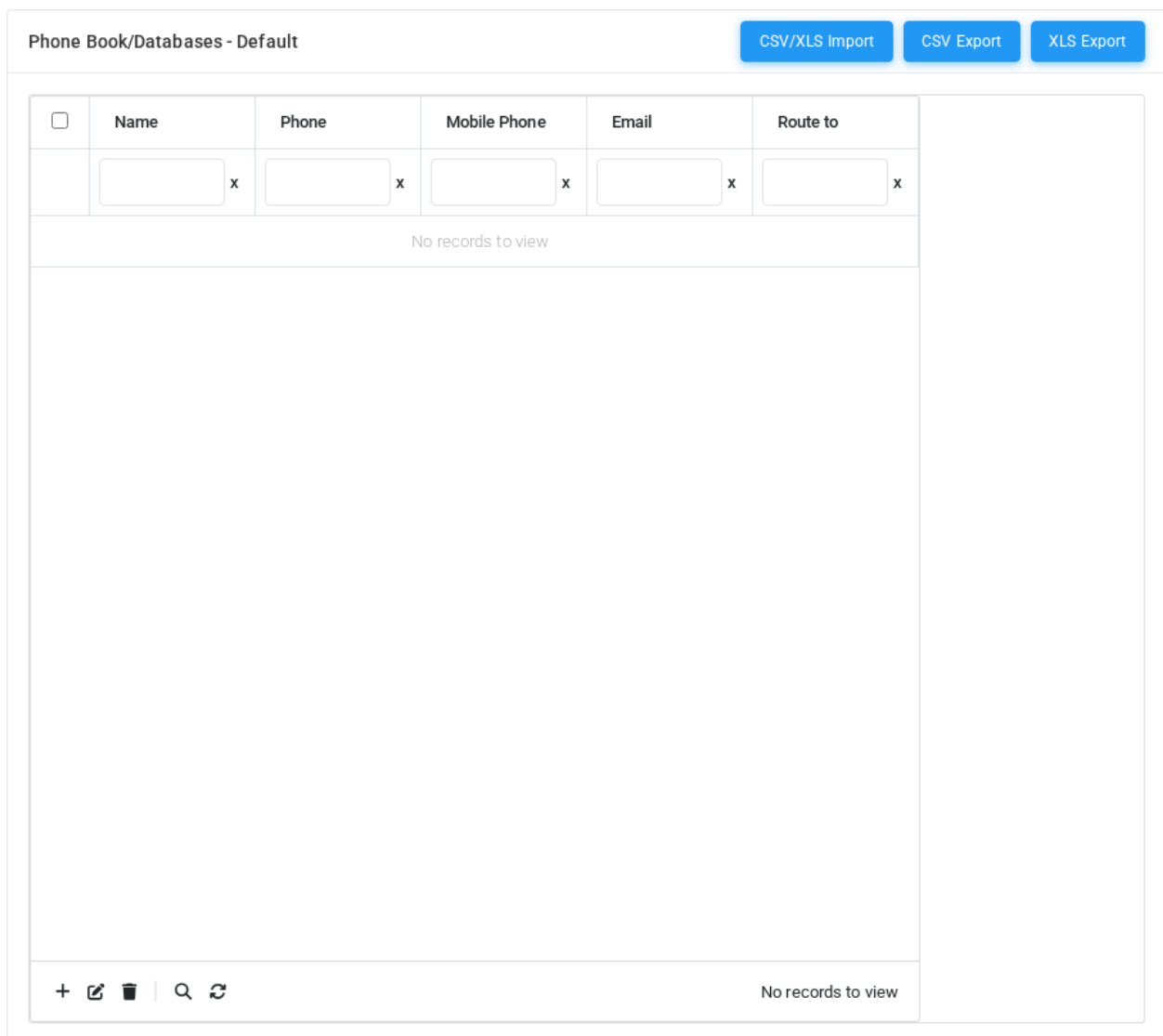
# Phone Books and Databases

- [Overview](#)

# Overview

The **Phone Books and Databases** page maintains contact rows inside a selected phone book or database. Open it from **Configuration > More Configuration > Phone Books/DBs > Phone Books/Databases**.

The page works against the tenant currently selected in the top bar. The screenshots and demo rows were captured in the **Canistracci OIL** tenant.



<input type="checkbox"/>	Name	Phone	Mobile Phone	Email	Route to
No records to view					
No records to view					

Phone Books and Databases list page in the Canistracci OIL tenant.

## Working with objects

Task	How to do it
Add	Use the grid add control to create a new phone book entry. Fill the row editor and save it.
Edit	Select an existing phone book entry row and use the grid edit control. Save the edited row.
Delete	Select one or more phone book entry rows and use the grid delete control, then confirm.

## Page functions

Action	Description
CSV/XLS Import	Opens import or upload tools for bulk data.
CSV Export	Opens import or upload tools for bulk data.
XLS Export	Opens import or upload tools for bulk data.
New Phone Book/DB	Opens the creation form for a new phone book/db.

## List columns

Column	Description
Name	Display name used in lists and references.
Phone	Object setting shown by the form.
Mobile Phone	Object setting shown by the form.
Email	Email address used for notifications, delivery, or mailbox access.
Route to	Object setting shown by the form.
No records to view	Recording behavior or recording delivery setting.

## Main fields

Field	Description
Name:	Display name used in lists and references.

Field	Description
Include local extensions:	Target or routing selection used when the object sends a call or message onward.
Include short numbers:	Dialed value, identifier, or matching value used by the PBX.

# Demo records

The tenant contains 2 documentation demo records for this page: Docs Demo Contact 1 and Docs Demo Contact 2.

# Deleting records

Before deleting a phone book entry, check references from call flows, destinations, schedules, reports, or provisioning objects. MiRTA PBX asks for confirmation before the delete is submitted.