## **Quick Tip**

## How to Prevent Misdialed 911 Calls

Have you ever accidentally dialed 911 when trying to dial out? Too many accidental calls can delay the answering of true emergency calls. Our office phones requires users to dial 9 to make a call to an off-campus number, and 1 to call a phone number outside of our area code, so it's easy to accidentally dial 911. In order to minimize the number of misdialed 911 calls you can do the following: prior to picking up the hand set of the telephone, enter the telephone number in the usual manner and *then* hit dial. By doing this, you can review the number you have entered before actually calling it, and decrease the chances of a misdialing.

