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Diagrams of your phone trees audio menu are written and designed to visualize the way your phone system routes incoming callers and to schedule outbound call routes for multiple numbers at the same time. Using a phone tree template for your work phone system can be as easy as copying and using a template as it is, or editing the options that best suit your business. We've created a range of templates for sales teams, support centers, and nonprofits, and we even have an outgoing phone tree to help you get started: Download All Free Phone Tree Templates (PDF) Download All Free Phone Tree Templates (Word) But if you don't have a phone service yet, we recommend looking at Grasshopper. The service offers affordable pricing plans, as well as a module for creating and deploying your own phone tree. Most of all, the entry-level plan includes an auto attendant that you can configure using one of the templates without having to install any additional equipment, which makes it a great option for beginner small teams. As the name of the Visit Grasshopper Basic Phone Tree suggests, this template is a multipurpose, general outline that can be used for almost any kind of work phone service installation you can have. With this empty phone tree template, you can start as a base and create it based on the unique departments or extensions you can have in your office. This tree is designed to be as simple and easy as possible. Download a simple, multipurpose phone tree Basic Phone Tree Template Sales Phone Tree If you are mostly using your phone system for sales purposes, you probably want to get callers contacting a sales representative as soon as possible. Therefore, this template changes the sales and company opening hours options in the menu. While this change may seem small, it can make a big difference in keeping your salespeople talking to potential customers. With this empty phone tree template, press 1 now to connect with a caller salesperson. Since this is the first menu option for connecting with a live person, the probability of callers choosing it is great. When they are connected to a salesperson, your agents have the opportunity to learn about the customer's needs and close the sale. For an effective sales process, give callers the option to talk to your sales staff earlier on menu lists Sales Phone Tree Template Aggressive Sales Phone Tree is a rapidly gaining popularity tactic, setting up your phone tree for callers to connect to an agent as soon as the call is collected. Promotional messages are usually kept short and serve the purpose of going off with the option to be directed to your menu sales team. This sound menu menu Thank you for calling (company name). To receive your customized service offer today, press 0 to contact a customer success manager. This is not a major social engineering effort, but it can be effective if you want to get your agents in touch with as many prospects as possible. Setting out with a sales message can work well for potential referral to your sales team Aggressive Sales Phone Tree Template Self-service Download Phone Tree Sometimes it can be useful to set self-service options for your phone service so your callers can solve their own problems instead of having your human employees do it. Most call center solutions offer interactive voice response (IVR) modules that can perform tasks such as helping callers check their account balance, pay and check order status. Self-service menu options can help you perform routine customer tasks automatically Self-service Phone Tree Template Download Customer Support Phone Tree this template is designed for customer support purposes. It's very similar to a sales phone tree, but the difference here is that callers will be met with the option to reach out to your support team before the option to talk to sales staff. If most of your search traffic comes from help seekers, this may be the best thing for your team. Customer support phone trees, direct callers to the most appropriate team to help them inquire customer support phone tree template Nonprofit teams have unique needs compared to other businesses because they need to serve two different audiences. They need to be available to people who may need their services, but they also need to request donations to remain operational. Since fundraising is so important to the company's survival, it's wise to do the first thing to hear when cursory language options from those looking for the donation option call later. Phone trees for nonprofits often include answers to frequently asked questions in addition to referring to donation teams The Nonprofit Phone Tree Download This phone tree is a bit self-explanatory. If your team is spread across different physical offices, you want to help users reach the most relevant office. For example, a customer who has recently visited Newark, New Jersey, the office will most likely want to talk to the team in that office, unlike the staff in Philadelphia. A multi-location phone tree helps ensure that calls go to the team that serves the caller in the best way Geo-Location Phone Tree Template Emergency Phone Tree Download emergency phone trees, because companies are other trees to make outgoing calls instead of receiving call traffic it's different. These are useful because they can make large groups of people know something about the emergency, they can provide it, and your staff changed their working hours without having to make the call themselves. These trees are popular with school districts and municipalities, but can be used by businesses of all kinds. Emergency phone trees, how to Automatically Download Emergency Phone Tree Template for large groups of people How to Set Up an Effective Phone Tree You can set up your want. However, changing your menu too often can confuse your callers, so take the time to think about how you want to route calls during the initial setup of the service's permission. A few important tips before you create your phone tree: Draw the map: Before you deploy your installation process, it can be useful to map your phone tree with one of our templates. You can even download our documents and edit the tree as you see fit. Assign search groups: After your chart is maded, you need to decide which departments your employees are entering. While this is easy for established companies with clearly defined structures, it can be difficult for smaller startups where many employees serve different roles at the same time. Take the time to select these assignments before deploying your auto attendant. Offer language options: Many leading phone services allow you to deploy your audio menu in different languages. Even if customers speak English fluently, it may be easier to understand the robotic sound of the auto attendant if it is in their home language. Therefore, we recommend that you provide language options for your phone system. Keep it short and point-to-point: When people call your job, they want to connect with a human employee as soon as possible. Therefore, we recommend that you keep your audio menu in as few options as possible. Otherwise, you risk disappointing callers and shutting them down forever from your job. For more tips on how to set up a business phone system, consider downloading our ebook on the subject: Frequently Asked Questions (FAQs) Are phone trees the same as automated attendants? Yes and no. An auto attendant is an audio menu in your phone service that callers interact with. The phone tree can be thought of as a diagram for the menu you created before you set up your attendant. What are the benefits on a human receptionist? Automated attendants come standard with most systems, so they save a huge amount of costs without having to hire a human receptionist. Can I record a new sound for my audio menu? Most systems have the ability to upload your audio menu's MP3 files so you can record the audio you want effectively. We recommend hiring a professional voice actor to make your system more respectable to callers. The best professional voicemail for more information see our providers guide. Take. Line Phone trees are useful for planning your automatic duty audio menu before deploying it to your phone system. These templates should be useful to get started, regardless of your industry or company size. The best phone tree for your needs comes to selecting the most important voice menu options for your audience. If you are looking for a service that allows you to guickly and easily install interactive audio menus, we recommend looking at Grasshopper. The service is powerful, affordable and easy to use. Click the button below for more information. Visiting Grasshopper Christmas trees are a big business. Last year, consumers in the U.S. purchased 27 million farm-grown Christmas trees that stole nearly \$1 billion in this vault. But Christmas trees are also small businesses. It needs more than 15,000 Christmas tree farms to produce this annual harvest, many of them small family businesses with long-time ties to their land. Although New England usually associates our Currier & with the vision of Christmas trees, leading producer Oregon follows the Pacific Northwest, North Carolina, Michigan and Pennsylvania, according to the National Christmas Tree Association (NCTA). Christmas tree farms can run hundreds of acres from 5 acres anywhere, said Ricky Dungey, NCTA public relations manager, BusinessNewsDaily. (One acre is the size of a football field). The typical 6-7-foot tree takes 5-8 years to ripen. Dungey said this typical. Now there is a larger selection of sizes, including 10-foot table trees, trees that are 15-foot tall and skinny enough to fit in smaller spaces, and cathedral-sized trees suitable for mcmansions to display in large rooms. The busiest time for Christmas tree sales is the first two weeks of December. Growers and retailers are starting to put more options on the market, Dungey said. He's bringing in people who've never had a live tree before. We are also becoming more rigorous about the aesthetics of a natural product. Dungey, Trees is the only crop sold to the last buyer. But that doesn't stop growers from ingring a helping hand to Mother Nature. Christmas tree cultivation is more complex than simply planting a sapling in the ground and returning when it is the right size to cut it and turn into a Christmas tree. The planting season for Christmas tree seedlings continues from January to March, depending on part of the country. Once the seedlings are installed, they are sheared for shape once a year from mid-year to October, Dungey said, nips a manual-labor intensive process and snips them into the longing of consumers of excellent cones. Some trees don't know what to be like The tree, Steve Abel, second life in Abel's Trees, said a veterinarian spent as president that grows about 30,000 Christmas trees on a 40-acre farm about 50 miles north of New York State's Hudson River Valley and New York City. Some trees can be clipped in as little as 30 seconds, Abel said, but others take more time to contain their un rebel branches and bare spots. Fred Battenfeld, who has grown and sold Christmas trees since the mid-50s on 100 acres about 15 miles north of Abel's Trees, copied this artificial look. Said. Christmas trees aren't Battenfeld family has been growing flowers since 1906, and today it is the largest grower of different hybrid anemones in the United States. We could sell everything we used to grow. The more perfect the tree is now, the easier it is to sell. Years ago, we budded no trees outsell a variety of artificial - most of which are made in China - by more than a third, the NCTA said. Farm-grown trees come in two ways - pre-cut or self-cut. True Christmas tree enthusiasts, like their locavore companions, like bait for their trees at the source. Their numbers are growing; Last year, 24 percent of Christmas tree buyers raised cut your own course. National Christmas Tree AssociationRemark: The National Christmas Tree Association Run both Abel and Battenfeld cut-your-own-tree operations. Battenfeld's father began planting Christmas trees in an apple garden in the 40s because it changed the crop economy that made trees more lucrative than apples. At that time, cutting down his own tree was in a period of crawling, he said. Abel, whose land has been in his family since the 1850s, sees you cutting off your own land as part of an interest in joint activities and creating family memories. People are going back to a family tradition. Not so much about this product, Battenfeld said. About this case. The same people have been coming for 20 or 30 years - we are in the second and third generations with some families. It takes a lot of manual labor to narrow down your own farm. It also includes crop planning and yield management. Abel, we're planting new trees in existing areas where trees are cut down. Said. Everything is done by hand. And when it comes to budding, it's hard work. Battenfeld, we're trying to plant every empty area. Said. Our cycle begins in early spring. Battenfeld applies herbicide in the spring and mows it among trees at least twice each summer. Christmas tree cultivation is not without its own dangers and challenges. The farmer has to be a soil scientist, NCTA Dungey said. He has to constantly check and monitor insects and soil pathogens. Even. It's hard because I didn't get the annual yield. Mother Nature is the number one danger. Deer, in particular, are a nuisance. They love Christmas trees as much as we do. The marauding deer engaged in a Christmas tree farm in lowa last year and nibbled between 10,000 and-12,000 trees worth about \$80,000. There is also pressure on farms on the land itself, especially those that are in orbit around large metropolitan areas such as New York and make it attractive for residential development. The recession put the kibosh of aggressive transformation of farmland into residential roads in New York's Hudson River Valley, while the raw land is now begging, Battenfeld said. But he's worried about tomorrow and a lifestyle he wants to keep in the family. As long as I can make a living, you'll never see a house here. I have two kids here. I have two k in a very good mood. Reach BusinessNewsDaily senior author Ned Smith nsmith@techmedianetwork.com. Follow him @nedbsmith Twitter. @nedbsmith.

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