Hardware Overview

LEDs

1. Power Indicator: Steady green when power on, blinking green when the call is ringing.

2. Line Keys

   Steady green: during the conversation, or plan to dial a call.

   Blinking red: the call is ringing.

   Off: idle interface

Place a call

Three ways to make a call:

1) Handset: Pick up the handset; enter the number, and then press the send soft key or press ⌗.

2) Speaker: Press 🔊 or the line keys; enter the number, and then press the send soft key or press ⌗.

3) Headset: Press 🎧; enter the number, and then press the send soft key or press ⌗.

Note: You can also use Contacts or call log to dial the number you want, press place the call by the three ways mentioned. More, you can also alternate the mode during the call.

End a call

To end a call in three different modes:

1) Handset: hang up the handset or press the cancel soft key.

2) Speaker: press 🔊, or press the cancel soft key

3) Headset: press the cancel soft key.

Answer a call

1) Handset: pick up the handset;

2) Speaker: press 🔊;

3) Headset: press 🎧.

Note: You can also reject the call by press the Reject soft key.

Redial

Press ⟲ to redial the last call that dialed.

Hold

Press 🖐 or press the hold soft key during a call to hold the call,

Press 🖐 or resume soft key to resume the call.

Call Transfer

Blind Transfer

   a. Press 📞 or transfer soft key during the conversation, the call is on hold now.

   b. Enter the number that transfers to.

   c. Press 📞 or the transfer soft key, and now the blind transfer completed.

Attended Transfer (at least one line key set as Auto)

   a. Press 📞 or transfer soft key during the conversation, the call is on hold now.

   b. Enter the number that transfer to, and press the send soft key or ⌗.

   c. Start the second conversation, press 📞 or transfer soft key, then, transfer completed.

#### Semi-Attended Transfer (at least one line key set as Auto)

   a. Press 📞 or transfer soft key during the conversation, the call is on hold now.

   b. Enter the number transfer to, and then press ⌗, then you can hear the ring tone.

   c. Press 📞 or the Tran soft key, and now the Semi-attended transfer completed.

### Call Conference

Assuming that A and B are in conversation. A wants to bring C (or D & E) in a conference:

1) A press line 2, the call is placed on hold.

2) A enter the number of C and then press send soft key or ⌗. C answers the call.

3) A press 🗣 or the conference soft key, then A, B and C are now in a conference.

4) If add D&E, press Line 3, the current conference is on hold, dial D and press 🗣, the four are in conference. Press line 4, and dial E, press 🗣, then A,B,C,D,E are in conference.

Note: 1) If C does not answer the call, A can back to continue the conversation with B;
2) Once A hangs up the call, the conference is ended, while if B or C drops the call, A&C or A&B conversation continues.

Call Mute

Press 🔇 to mute the microphone during the call

Press 🔇 again to un-mute the conversation.

Instruction
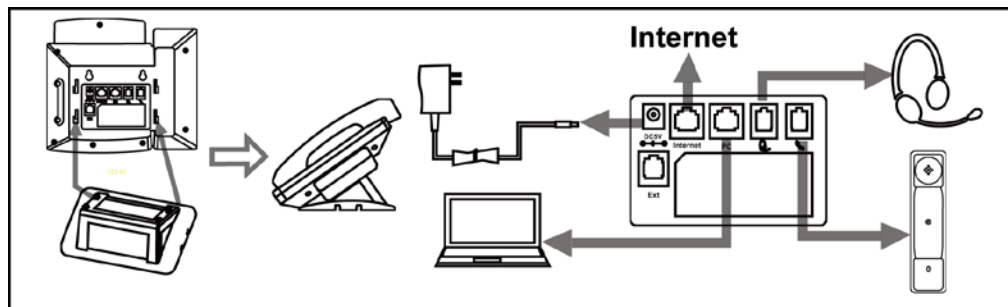
Configuration

1. Configuration via Phone

a. Press Menu→Setting→Advanced Settings (Default password: admin)

b. Select Network: To configure the Wan Port (DHCP/Static/PPPoE), PC Port…

c. Select Accounts: To configure enable the account; fill the SIP SERVER, Outbound Proxy, ID…

d. Save the configuration

2. Configuration via Web

a. Get the IP address from the phone: Press Menu→ Status.

b. Login: input the IP address in the web browser. The PC and phone should be in the same

segment)   /   Login name: admin   password: admin (default)

c. Configure: select network/Account…to fill the relevant content.

d. Save the configuration, or if want to reboot, click the reboot button.

Support Contact

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Enterprise IP Phone

Quick Reference

For

UC842, UC840P, UC804P, UC804