





Your Phone

- ① - Indicator light (LED)
- ② - Emergency button
- ③ - Headset port
- ④ - Softkeys, phone control buttons (**Speaker, Menu**), Navigation cluster, call control buttons (**Answer/Send, Power/End**)
- ⑤ - Keypad
- ⑥ - Volume and Mute buttons

Turn On The Handset


Press and hold **Power/End**  until the screen turns on.

Turn Off The Handset


Press and hold **Power/End**  until the screen turns off.

Lock the Handset Keypad


Note: When the keypad is locked, you can only dial emergency numbers.

Press and hold **Asterisk**  until the message "Press and hold *" is displayed on the screen.

Unlock the Handset Keypad

Press and hold **Asterisk**  until the message "Press and hold *" doesn't display on the screen.

Place a Call

1. When your handset is idle, enter the phone number with the keypad.
2. Press **Answer/Send** .


Answer a Call

Press **Answer/Send** .


Put a Call on Hold

1. From an active call, press **Hold**.
2. Press **Resume** to pick the call back up.


Transfer a Call

1. From an active call, press **Transfer**.
2. Enter the coworker's number and press **Answer/Send** .
3. Press **Transfer** before or after the coworker answers.


View Your Recent Calls

1. Press **Recents**.
2. Press right or left on the Navigation ring  to view different lists.
(All, Missed, Received, Placed)


Mute Your Audio

1. Press **Mute**  .
2. Press **Mute** again to turn mute off.


Adjust the Volume in a Call

Press **Volume**  up or down to adjust the handset, headset, or speakerphone volume when the phone is in use.


Adjust the Ringtone Volume

While the handset is ringing, press **Volume**  up or down.


Change Ringtone

1. Press **Menu**  .
2. Select **Settings**.
3. Select **Audio Settings > Ring Melody**.
4. Scroll through the list of ringtones and press **Play** to hear a sample.
5. Press **Set** and **Apply** to save a selection.


Set Do Not Disturb

1. Press **Menu**  .
2. Select **Settings > Do Not Disturb**.
3. highlight your choice.
 - Disabled (default)
 - Enabled
4. Press **Select** to save the setting.

Set the Coverage Warning

1. Press **Menu**  .
2. Select **Settings > Audio Settings**.
3. Highlight **Coverage warning**.
4. Do one of these actions.
 - Press **Off** to stop the tone.
 - Press **On** to play the tone.

Listen to Voice Messages

Press Messages  and follow the voice prompts.

-- See voicemail map Below.--

