Finding Additional Information

Aviso

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Connecting Your Phone

Adjusting the Handset Rest

Cisco recommends adjusting the handset rest, particularly when wall-mounting the phone, as this will ensure that the receiver will not readily slip out of the cradle. See the table below for instructions.

Registering with TAPS

After your phone is connected to the network, your system administrator might ask you to auTysotyndyyy

Cisco Systems recommends the use of good quality external devices, like headsets that are screened

Figure 2   *Cisco Unified IP Phone 7940G*

	Item	Description	For more information, see...
1	Handset light strip	Indicates an incoming call or new voice message.	Accessing Voice Messages, page 48
2	Phone67(sp-6.28age)-32961	S-1075(nh0.5(no-12.2(ew-5.64(s p)-12.2(o))-12.2(e)210.IP))12.17(f-7

Understanding Phone Screen Features

Understanding Feature Buttons and Menus

Placing a Call—Additional Options

Answering a Call

You can answer a call by simply lifting the handset, or you can use other options if they are available on your phone.

Switching Between Multiple Calls

Starting and Joining a Standard Conference

Using a Handset, Headset, and Speakerphone

You can use your phone with a handset, headset, or speakerphone.

Obtaining a Headset

Using Phone Settings

Using Personal Directory on Your Phone

Tips

- Your system administrator can provide you the user ID and PIN that you need to log in to Personal

Configuring Fast Dials on the Web

This section describes how to assign Fast Dials from your User Options web pages.

Tips

- You can create up to 500 Fast Dial and PAB entries.
- You can create a new Fast Dial entry without using a PAB entry. Such Fast Dial entries are labeled

Using the Address Book Synchronization Tool

Setting Up Phone Services on the Web

Phone services can include special phone features, network data, and web-based information (such as

Controlling Line Settings on the Web

Using Cisco WebDialer

Log out of WebDialer	Click the logout icon in the Make Call or Hang Up page.
Set up, view, or change	

Cisco One-Year Limited Hardware Warranty Terms

There are special terms applicable to your hardware warranty and various services that you can use

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