

Connecting Your Phone

This section shows and describes the connectors on your Cisco IP phone.

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|---|---------------------------------------|---|------------------------------------|
| 8 | DC adapter port (DC48V) | 6 | Handset port |
| 2 | AC-to-DC power supply | 7 | Headset port |
| 3 | AC power cord | 8 | Reserved for future use |
| 4 | Network port (10/100 ¹ SW) | | |

Choosing Touch Screen Items

To choose items on your phone's touch screen, use one of the following methods:

- By touch, press (or tap) touch-sensitive items on the touch screen with your fingertip. Use only your fingertip to press the touch screen, because using any other objects could damage the display. Be aware that pressing a phone number can cause the phone to dial the number.
- By item number, press the corresponding number on your keypad. For example, press **4** to choose the fourth item in a menu.
- By scrolling, press the Navigation button to highlight an item. Press a soft key to finish the action, or tap the item on the touch screen with your fingertip.

Cleaning and Maintaining the Touch Screen

To disable the touch screen for cleaning, press **and hold** for more than one second. **flashes**. The screen remains

Line and Call Icons

Ending a Call

To hang up while using the handset, return the handset to its cradle or press **EndCall**.

To hang up while using a headset, press

Transferring Calls

To transfer a call without talking to the transfer recipient (blind transfer):

1. From an active call, press **Transfer**.
2. Enter the target number.

3. Press **Transfer** again to complete the transfer or **EndCall** to cancel.
Note If your phone supports on-hook transfer, you can complete the transfer by hanging up.



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To talk to the transfer recipient before transferring a call (consultative transfer):

1. From an active call, press **Transfer**.
2. Enter the target number.
3. Wait for the transfer recipient to answer.
4. Press **Transfer** again to complete the transfer or **EndCall** to cancel.



Speed Dialing

Using a Shared Line

Your system administrator can ask you to use a shared line if you:

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Calling a Busy Extension (Whisper Intercom)

The Whisper Intercom feature allo

To Answer an MLPP Call:

Enable or Disable Single Number Reach

You can enable or disable Single Number Reach (SNR) on your phone by using the **Mobility** soft key.

- To disable SNR, press **Mobility** soft key and select **Disable Mobile Connect**.
- To enable SNR, press **Mobility** soft key and select **Mobile Connect On**.

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The following list is an alphabetical list of features and functions for your Cisco Unified IP phone.

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