3   Display button   Awakens the touch screen from sleep mode or disables it for cleaning.

No color: Ready for input

Connecting Your Phone

5

Choosing Touch Screen Items

To choose items on your phone's touch screen:

- 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 disabled for about a minute, unless you enable it.

Your phone displays icons to indicate the line and call state.

Operating Your Phone

This section describes how to operate your Cisco Unified IP phone and includes information on soft keys and phone features.

- If you are using a headset, press the **Headset** button, and then dial. Or, if   is lit, press **New Call** and enter a number.

2. Press **Hold**.

To remove a call from hold on the current line:

1. Make sure the appropriate call is highlighted.

2. Press **Resume**.

To remove a call from hold on a different line, press   (flashing) for the appropriate line. If a single call is holding on this line, the call automatically resumes. If multiple calls are holding, scroll to the appropriate call and press **Resume**.

When you or the other party are receiving a call that must preempt the current call, disc

- Press the **GPickUp** soft key. If only one pickup group is defined in the entire Cisco Unified Communications Manager Express system, control of the call is transferred to your phone.

- If the ringing phone and your phone are in the same pickup group, press the asterisk (*) to transfer control of the call to

4. Add a Label and Number
5. Go back to **My Phone Apps** and press **Reset Phone**. You Personal Speed-Dial number will appear on the phone display screen.

Switching an In-Progress Call to Another Phone Using SNR

The Single Number Reach (SNR) feature allows you to switch