

i in the Display:

Transferring:

Office 25 Quick User's Guide en



Press the Menu key several times if necessary in the idle state or during a call.

The Menu key switches between the menu and the displayed functions.

END key: Repeatedly pressing the End key returns you to the beginning.

The displayed functions on the display can be selected directly with the Foxkey. Foxkev: The functions can also be selected by the Foxkey, even if they have not yet

been displayed using the Menu key.

Press the Info key one or more times for more information.

+ in the Display: Press the Info key for the rest of the information.

Call diversion/ Absence Incoming calls are to be diverted:

The uppermost configurable key is factory-configured with the call diversion kev:

function

1. Diversion: enter number and press the Absence key.

Press the Absence key again to deactivate diversion. (When activated again. calls are diverted to the phone number last saved).

Connecting/ During a call:

Press the Menu key.

2. Press the Foxkey under "ENQUIRY CALL".

Enter the number and wait until the call is answered.

4. Put the handset on-hook and the call is transferred (if nobody picks up, press the End key to reconnect the first call).

Brokering: Switching between two callers and simultaneously conducting two calls.

> During a call: 1. Press the Menu key and then the Foxkey under "Enquiry call".

Enter the number and wait until the call is answered.

3. Press the Menu key and then the Foxkey under "Brokering" to switch callers.

Conference call: You can connect several callers for a conference call.

During a call:

1. Press the Menu key and then the Foxkey under "Enquiry_call".

2. Enter the number and wait until the call is answered.

3. Press the Menu key and then the Foxkey under "Conference".

4. Add participants via inquiry.

5. Leaving a conference call: Put the handset on-hook.

Callback: Request callback: The person is busy or does not answer.

Press the Menu key and then the Foxkey under "Callback".

2. Put the handset on-hook, the display shows "Call expected...".

3. Delete callback, press the Menu key and then the Foxkey under "Reset".

Dialling by name - Quickdial: Select from all of the names stored in the telephone system: With Quickdial you only need to press the digit keys once for each letter, even

though each key is assigned three letters (the system administrator can tell you whether surname or first name has been entered first):

 To select a person to call, press the first couple of letter keys once (first name and surname can be separated using the Hash key).

Press the ABC key to display matching names.

 Press the Foxkey under "\n" as often as necessary to display the desired name.

4. Initiate call: Pick up the handset.

Display contrast:

You can adjust the display for better readability.

1. Press and hold the Menu key a moment to activate the configuration mode.

2. Press the Menu key repeatedly until "Display"appears in the display.

3. Press the Foxkey under "Display".

 Press the Foxkey under "\" as often as necessary to optimally adjust the contrast.

5. Confirm: Press the Foxkey under "Contrast".

6. Back to telephoning: Press the END key.

The telephone does not Pick-up the handset, and press the Star key once and 0 twice to reset all active function as desired: functions.

Further functions and settings of the telephone as well as the declaration of conformity are available in the extensive User's Guide. It is available from your system administrator or you can access it at:

https://pbxweb.aastra.com