



PORTABLE PHONE GUIDE



INSTALLATION

Included in your parcel



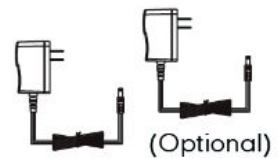
Handset



Base Station



Charger Cradle



Two Power Adapters



Belt Clip



Ethernet Cable



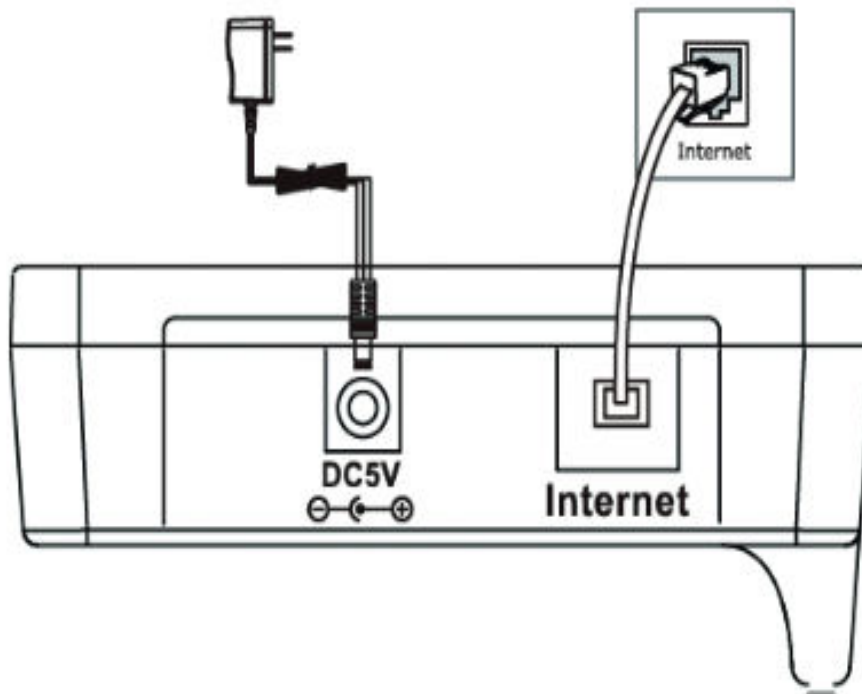
Two Rechargeable Batteries



Quick Start Guide

Connecting

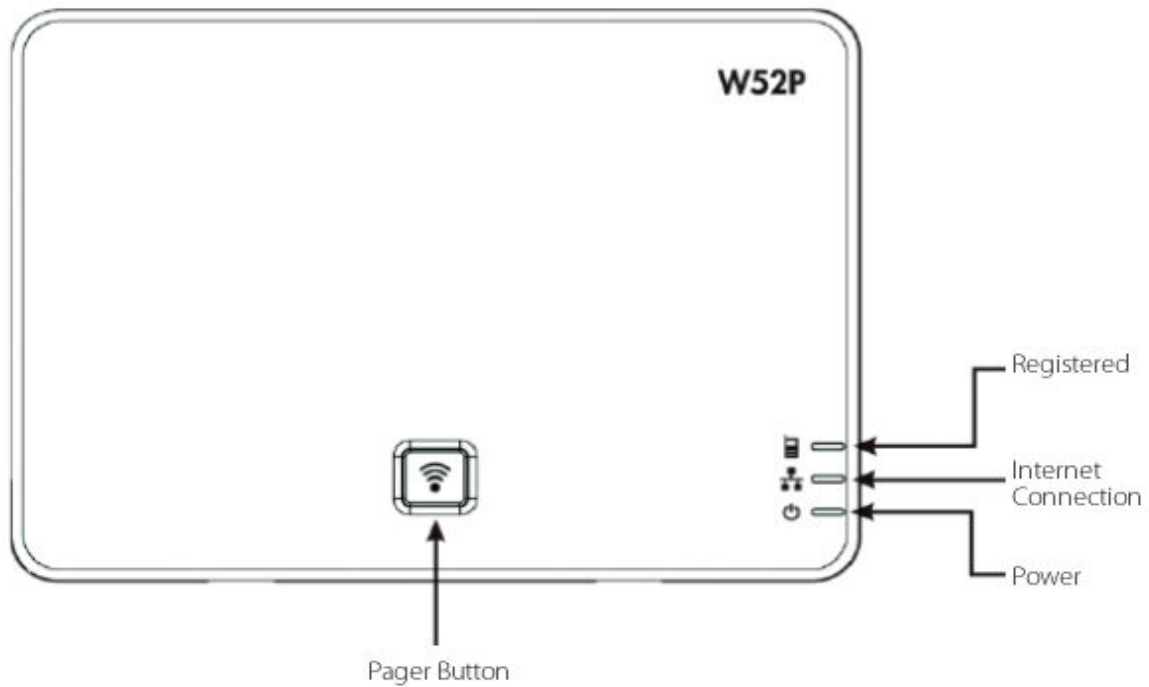
If you have a POE (Power over Ethernet) switch, you can power your Base Station from your switch, otherwise you the Power Adapter



Plug your handset into a power supplier on your desk and put the phone in the charger



The phone may now automatically connect. However if the registered light is off, you will need to register the base with the handset. To do this, press the pager button. It can take a few minutes to connect.



HOW TO


Transfer a call

There are three ways to transfer a call:


Blind Transfer

1. Press the **Options** soft key during a call, and then choose **Transfer**.
2. Then enter the number you want to transfer the call to.
3. Finally press the **Transfer** soft key.

















Semi-Attended Transfer

1. Press the **Options** soft key during a call, and then choose **Transfer**.
2. Then enter the number you want to transfer the call to.
3. Press  to dial out.
4. Finally press the **Transfer** soft key when you hear the ring-back tone.

Attended Transfer

1. Press the **Options** soft key during a call, and then choose **Transfer**.
2. Then enter the number you want to transfer the call to.
3. Press  to dial out.
4. Finally press the **Transfer** soft key after the call is answered.

Helpful Icons

| | |
|---|--------------------------|
|  | Anonymous Call |
|  | Anonymous Call Rejection |
|  | Missed Call |
|  | Voicemail |
|  | Keypad Lock |
|  | Silent Mode |
|  | Do Not Disturb |
|  | Call Forward |
|  | Call Hold |
|  | Call Mute |
|  | Unassigned Outgoing Line |
|  | Unusable Line |
|  | Loudspeaker On |
|  | Headset Mode On |
|  | Normal Call |
|  | Conference Call |

Emergency Calls

999 or 112 emergency calls

Your Cloud Voice phone number is registered to a specific address, so when you make a 999 or 112 call from your phone number, that's the address the emergency services will see.

You might not be able to make 999 or 112 calls when there's a power or network failure or if using the service through an app on a mobile device.

Call 01782 608608, email support@telephonesystems.cloud or visit <https://telephonesystems.cloud/help/> for additional support.