Glossary

0 - 9

2.5mm

2.5mm plugs are standard round plugs. Commonly used on mobile and cordless phones as well as a few business telephones.

3.5mm

3.5mm plugs are standard round plugs. Less commonly used than the 2.5mm plugs, these are used on some business telephones.

A

AA

AA is an acronym for ‘Auto Attendant’.

ACD

ACD is an acronym for ‘Automatic Call Distribution’.

API

This stands for ‘Application Programming Interface’,

Auto Dial

Auto dial is the name given to electronic hardware and software that dials numbers automatically. Once calls are answered, either a recorded message will play (this is sometimes known as ‘robocalling’ or ‘voice broadcasting’), or a human operator will interact with the called party.

Auto Attendant

Also referred to as an ‘AA’ or ‘virtual receptionist’, an auto-attendant automatically transfers callers to certain extensions without the need for human intervention. The majority of AAs provide a simple menu of options for callers to choose from – pushing ‘1’ may take a caller through to a billing department, for example, while ‘2’ may transfer them to customer services.

B

Bluetooth

Bluetooth is a wireless technology standard usually associated with mobile phones. Bluetooth benefits from high levels of security but is only effective over short distances.

BLF

BLF stands for 'Busy Lamp Field'. A Busy lamp field is a row of programmable keys that

indicate whether a colleague's phone line is busy or not, usually by the use of a color LED.

C

Call Control

The act of controlling the flow of a conversation, usually by asking questions.

Call Forwarding

This feature allows calls made from one number to be easily forwarded to another. This feature is useful for putting callers through to appropriate individuals and/or departments.

Call Forwarding on Busy

Allows incoming calls to be redirected to a mobile or other number when your line is busy.

Call Hold

This telephone feature allows operators to pause a call, while they seek additional information for the caller, or activate another feature (Call Pickup, for example).

Call Park

This telephone feature allows an operator to place a call on hold from one terminal, and send it to an unused extension number so the call can be answered from elsewhere. For example, a department of a supermarket might be called from head office and told they have "a call waiting on 452" – the department would then dial 452 to attend to the call.

Call Pickup

This feature allows employees to answer ringing phones they hear located at unattended terminals, simply by lifting their own respective handset. Caller ID Also known as calling line identification (CLID), calling number identification (CNID), calling line identification presentation (CLIP) and calling number delivery (CND), caller ID functionality is present on a variety of analogue and digital phone systems. It allows a name (if available) associated with a number to be transmitted to the called party during ringing (and vice versa), which is then displayed on a telephone's built-in screen, or another device.

Call Waiting

A feature that provides audible or visual indicators to let a single-line-phone user know that there is another call waiting.

Caller ID

Transmits a phone number and possibly name to the called party's telephone equipment during the ringing signal.

Conferencing/Conference Call

Sometimes referred to as ATC (Audio Tele-Conferencing), conferencing functionality allows a caller to call and include more than one party within a phone call.

Contact

Any communication between a customer or prospect and a Brand Specialist, primarily through a call, email, chat, fax, letter, social media or SMS.

D

DND/Do Not Disturb

DND is shorthand for ‘Do Not Disturb’. When switched on, this phone setting will mute or redirect calls to a different, selected terminal.

E

EHS

EHS is an acronym for 'Electronic Hook Switch'. Please see Electronic Hook Switch for more information.

Electronic Hook Switch

Electronic Hook Switch is a cable used to connect a telephone to the base unit of a cordless telephone. This cable allows users to remotely answer the telephone if they are away from their desks. It replaces the slightly cruder handset lifter.

I

Intercom

Two-way talk paths over a phone base speaker with or without announcement, for group announcement or limited public dialogue with everyone in the group.

Intercom Groups

Two-way talk paths over a phone base speaker with or without announcement, for group announcements, or limited public dialogue with everyone in the group.

M

Messaging

Refers to voicemail, fax, and/or broadcast messaging. Messages can vary in content and media type–the distinction being that they are recorded or stored for pickup in the future.

O

Off-Hook

A telephone set in use – the handset is removed from its cradle, thus sending an electrical signal to the central office that a circuit needs to be opened.

Off-Line

The condition where a terminal or device capable of active connection with the facilities of a computer or communications network is in the disconnected or idle state.

On-Hook

The normal state of the phone in that the handset rests in the cradle and the circuit to the central office conducts no electrical signal.

On-Line

The condition where a terminal or device capable of active connection with the facilities of a communications network or computer is in the active or connected state; a unit functioning under the continual control of a computer.

P

Paging

A service designed to deliver numeric or alphanumeric messaging to a person whose location is uncertain – paging services make use of radio communications.

R

Redial

Pushing this button will see the last number dialed from a telephone, redialled.

Ring Tones

Customizable audible alerts, representing various telephone activities. Allows audible distinguishing of internal calls, and external calls, and can be assigned to specific phone numbers or activities.

S

Speakerphone

A telephone comprising a microphone and loudspeaker allows hands-free verbal exchanges.

T

Talk Time

Talk time is the amount of time a telephone (or related accessory) can be used before its battery is exhausted and requires recharging.

Speed Calling/Dialing

This telephone feature allows operators to dial from a list of frequently used numbers using a one or two-digit pre-assigned number, to make dialing more efficient.

U

UC

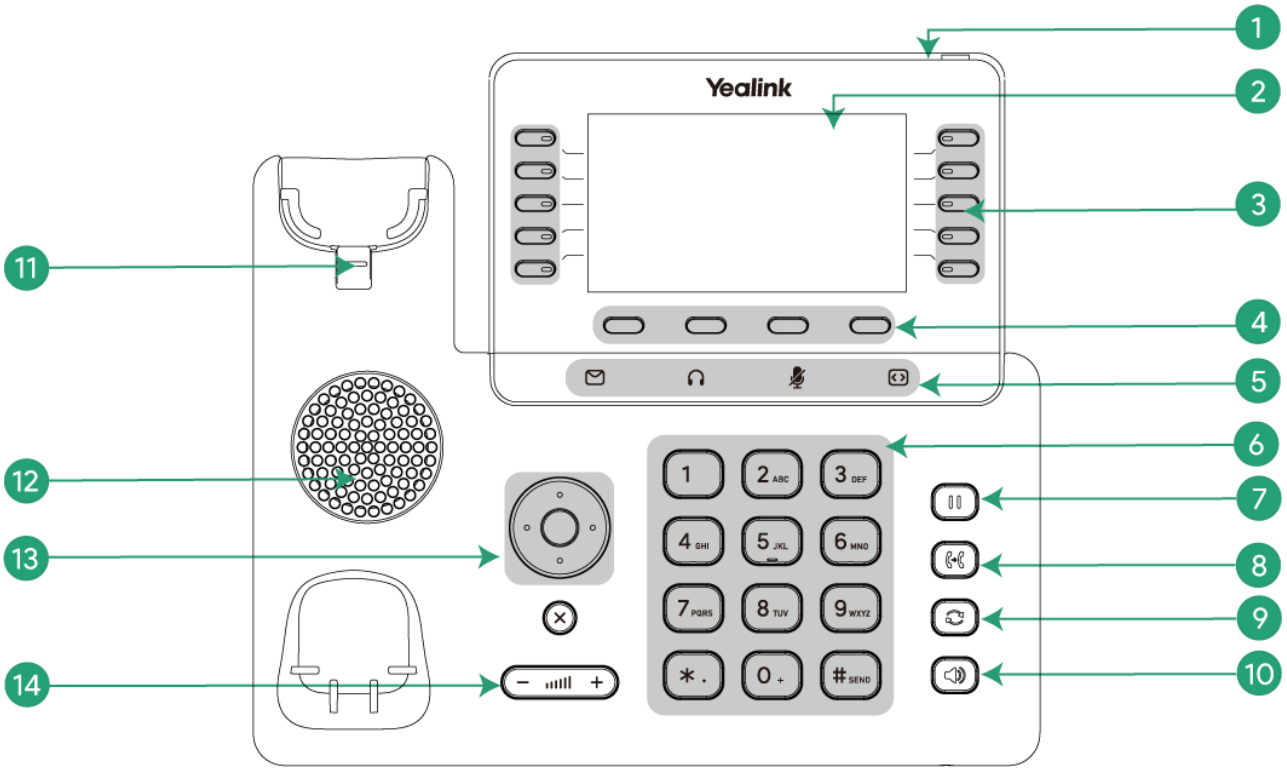
UC stands for unified communications. UC is the incorporation of real-time communications services, this would include IP telephony, video conferencing, data sharing, instant messaging etc.

V

Voice Mail

Answering machine where messages are digitized and recorded for future retrieval.

Hardware Introduction



NO.	Item	Description
1	Power LED Indicator	Indicate call, message, and phone system status.
2	Phone Screen	Shows information about your phone, such as calls, messages, soft keys, time and date.
3	Line Keys	Access your phone lines and features.
4	Soft Keys	Access the function displayed on the screen above the soft keys. The soft keys change depending on what you are doing at the time.
5	MESSAGE Key	Access your voice messages.
5	HEADSE	Toggle the headset mode on or off.

	T Key	
5	MUTE Key	Toggle the microphone on or off.
5	Page Key	Turn pages forward or backward.
6	Keypad keys	Allow you to enter numbers, letters, and special characters. If a menu item has an index number, you can use the keypad key to select the item.
7	HOLD Key	Place a call on hold or resumes a held call.
8	TRAN Key	Transfer a call.
9	REDIAL Key	Redial a previously dialed number.
10	Speakerphone Key	Toggle the speakerphone (hands-free) mode or not.
11	Reversible Tab	Secure the handset in the cradle when the phone is mounted vertically.
12	Speaker	Provide ringer and speakerphone audio output.
13	Navigation Keys	Scroll through information or options displayed on the screen.
13	OK Key	Confirm actions or answer incoming calls.
14	Volume Key	Adjust the volume of the handset, headset, and speaker.

Change Password

To enhance the phone's security, the initial login will prompt you to change the default password on the phone or the web user interface.

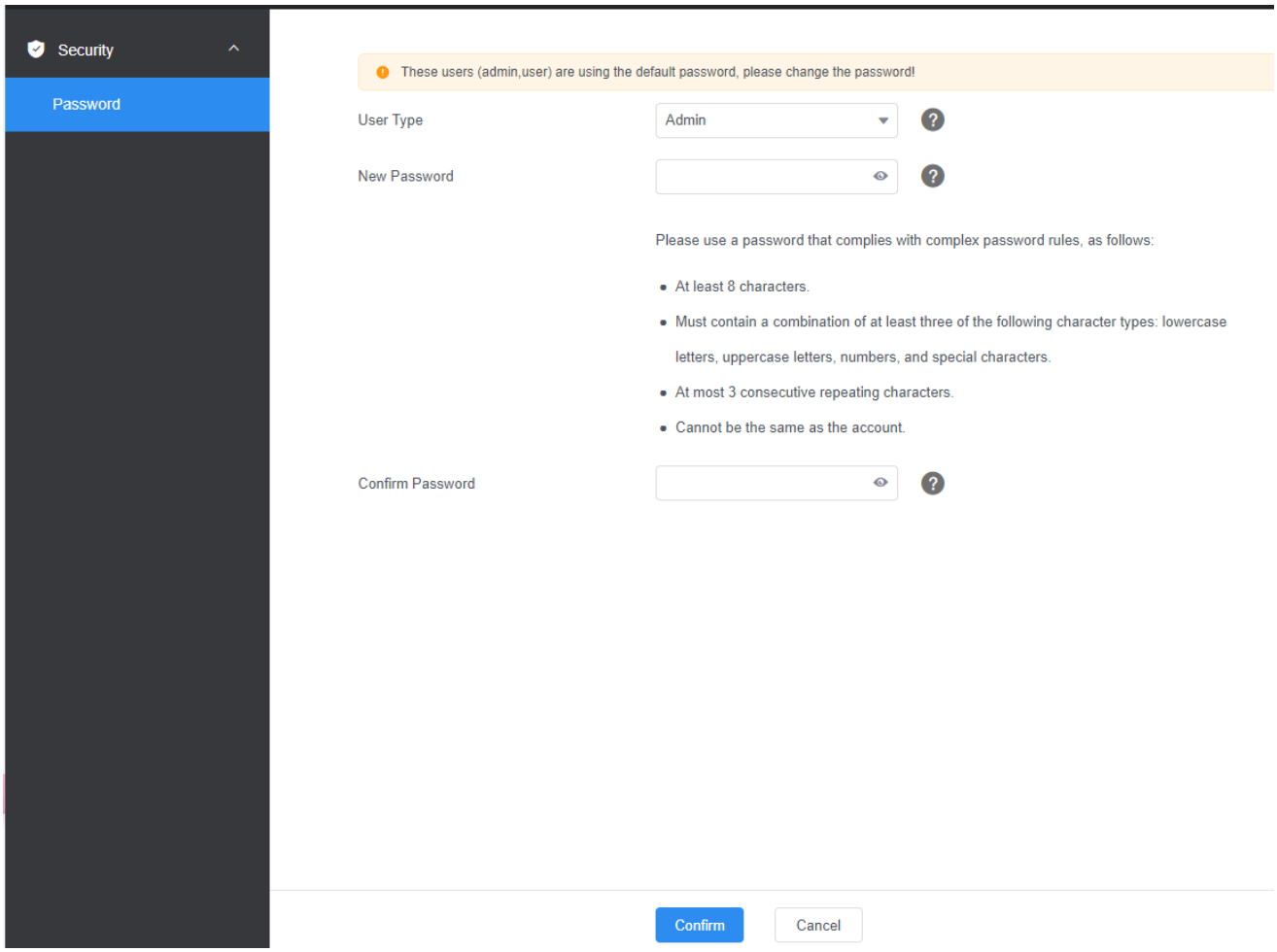
> **TIP**
> A password change will be required only when setting up a new device or after performing a factory reset on an existing device.

Password Requirements

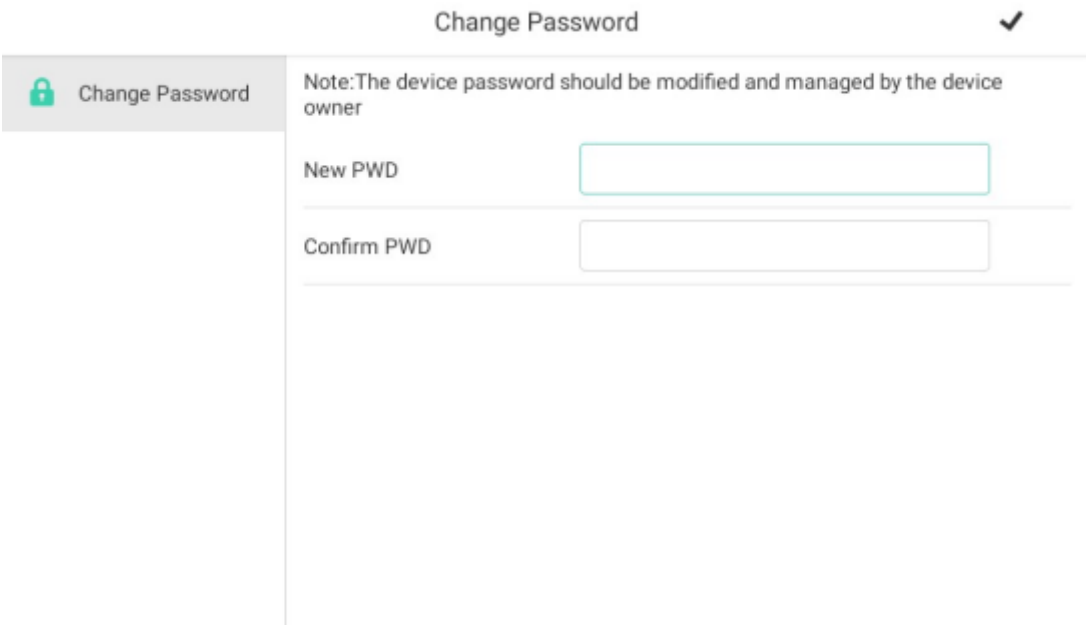
- At least 8 characters.
- Must contain a combination of at least three of the following character types: lowercase letters, uppercase letters, numbers, and special characters.
- At most 3 consecutive repeating characters.
- Cannot be the same as the account.

Set via the Web User Interface

1. Select the **User Type**.
2. Enter the **Old Password**, **New Password** and **Confirm Password**.



Phone Screen



Power LED Indicator

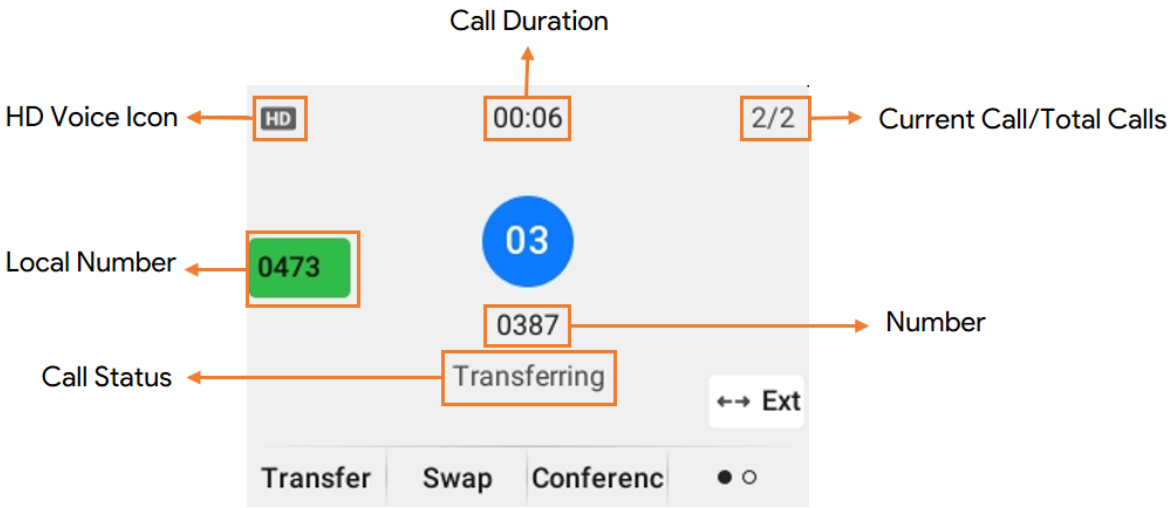
The power LED indicator indicates the call, message, and phone's system status.
The following introduces the default LED status. Your system administrator can configure the status of the power LED indicator.

LED Status	Description
Solid red	The phone is initializing.
Flash red fast (0.3 s)	The phone is ringing.
Flash red slowly (1 s)	The phone receives a voicemail or text message.
Solid red for 0.5 s and off for 3 s alternately	The phone enters the power-saving mode.

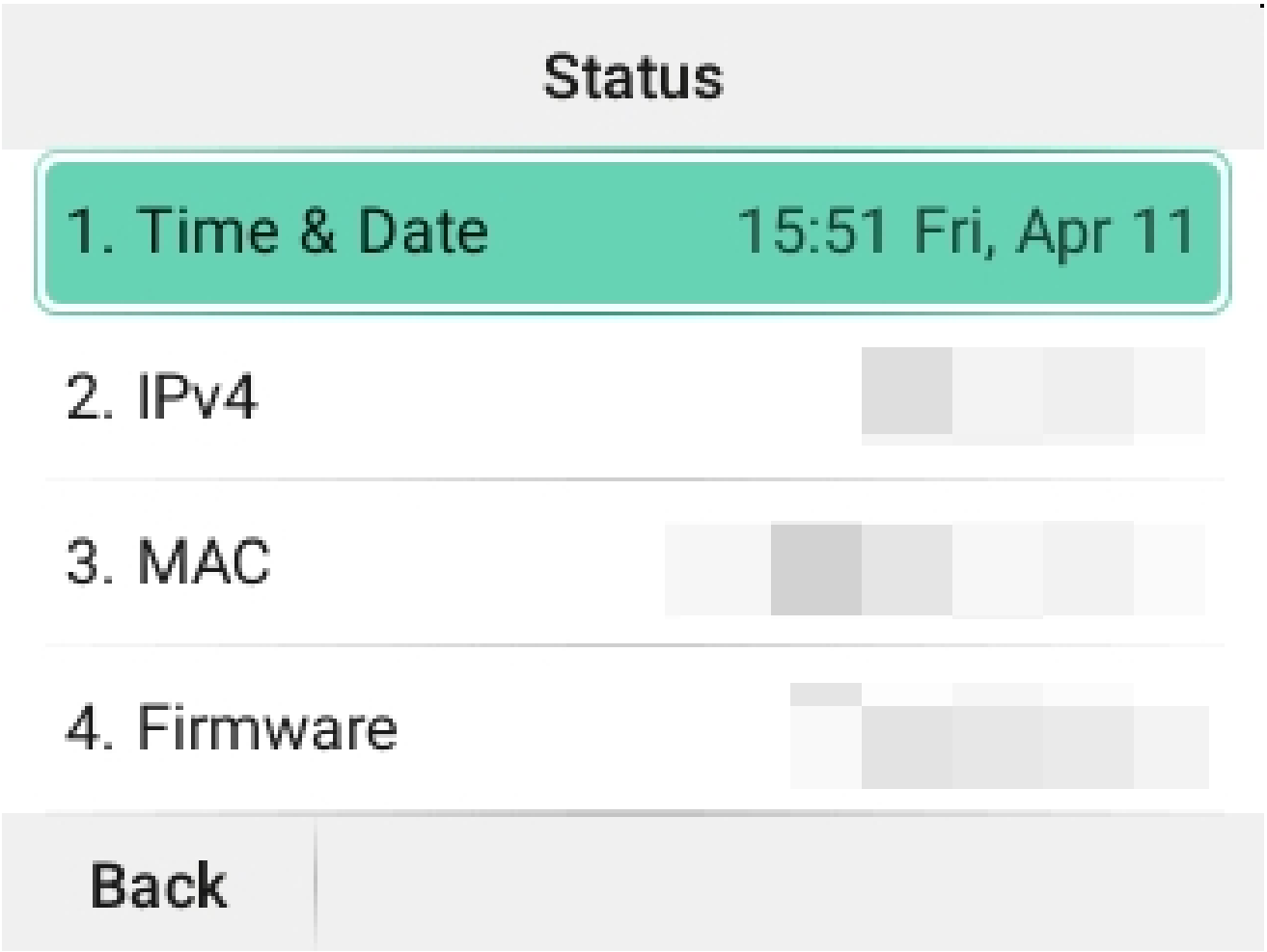
Call Screen Icons

All of your active and held calls are displayed on the calls screen. You can press the up or down navigation key to switch between calls.

When there is an active call and a held call, the calls screen is shown below:



You can press **OK** key during a call to view the current time & date, and phone status. The phone screen is shown below:


Status
1. Time & Date
15:51 Fri, Apr 11
2. IPv4
3. MAC
4. Firmware
Back

Line Key LED

The line key LED indicators are associated with the status of phone lines and features.

Line key LED (associated with the phone line)

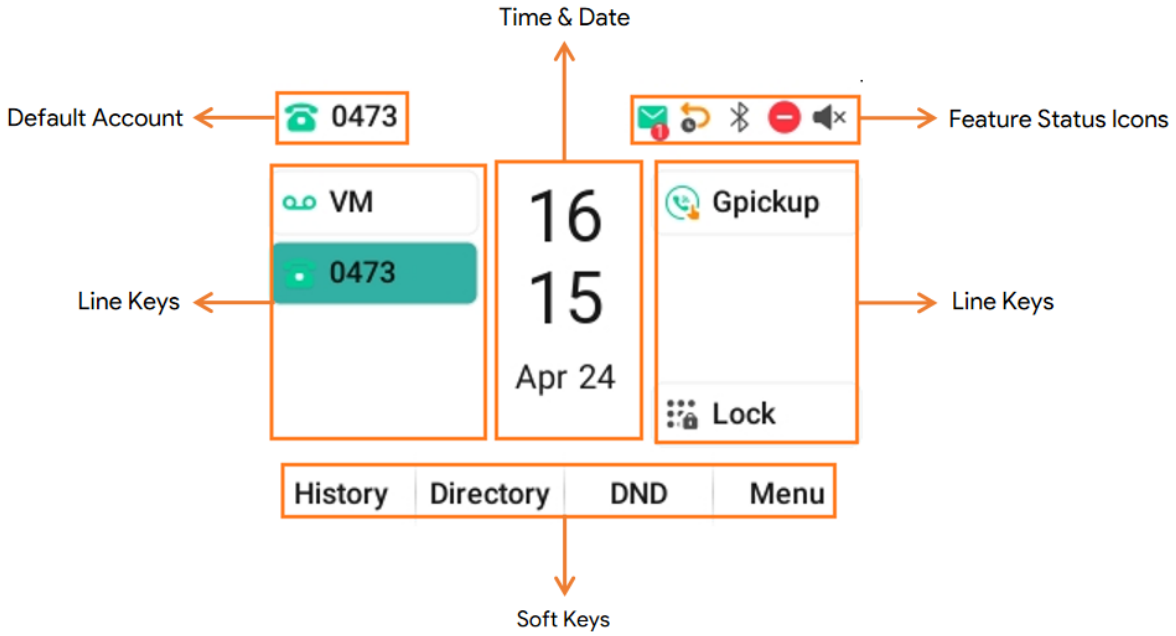
LED Status	Description
Solid green	The line is seized. The line is in conversation.
Flash green fast	The line receives an incoming call.
Flash green slowly	The call is placed on hold.
Off	The line is inactive.

Line key LED (configured as a page switch key)

LED Status	Description
Solid red	There is a call parked on the line, and the line key is not on the current page.
Flash green fast	The line receives an incoming call, and the line key is not on the current page.
Flash red fast	The monitored user whose line key is not on the current page receives an incoming call.
Off	The line keys are idle.

Idle Screen Icons

The idle screen is made up of the status bar, line keys, and soft keys. The time & date is displayed in the middle of the screen.



Line Key Icons

If you want to hide the icon of the Line Key, contact your administrator.

Icon indicators (associated with line key features)

Icons	Description	Icons	Description
	Hold		DND
	Voice Mail		SMS
	Direct Pickup		Group Pickup
	Conference		Forward
	Transfer		Recall
	Record		Recording in the process (Record)
	Multicast Paging Paging List		Hot Desking
	Phone Lock		Directory
	Speed Dial		DECT Intercom
	Mobile Account		Extend

Icon indicators (associated with the line)

Ico	Description	Icons	Description

ns			
	The private line is registered successfully		The shared/bridged line registers successfully
	Registering	(Flashing)	Register failed
	Call forward is enabled on this line		DND is enabled on this line.

Status Bar Icons

Icons	Description	Icons	Description
	Wired network is unavailable		Missed Calls
	Wired network is unreachable		Busy Forward
	Speakerphone (hands-free) mode		Always Forward
	Handset Mode		No Answer Forward
	Headset Mode		Recording starts successfully (Using a USB flash drive)
	Voice Mail		Recording is paused (Using a USB flash drive)
	Text Message		Bluetooth mode is on
	Auto Answer		Bluetooth headset is both paired and connected
	Do Not Disturb (DND)		Bluetooth-enabled mobile phone is both paired and connected
	Phone Warning		Wi-Fi connection is successful
	Keep Mute		Wi-Fi connection is unreachable
	Ringer volume is 0		Wi-Fi connection fails

Security Control Center

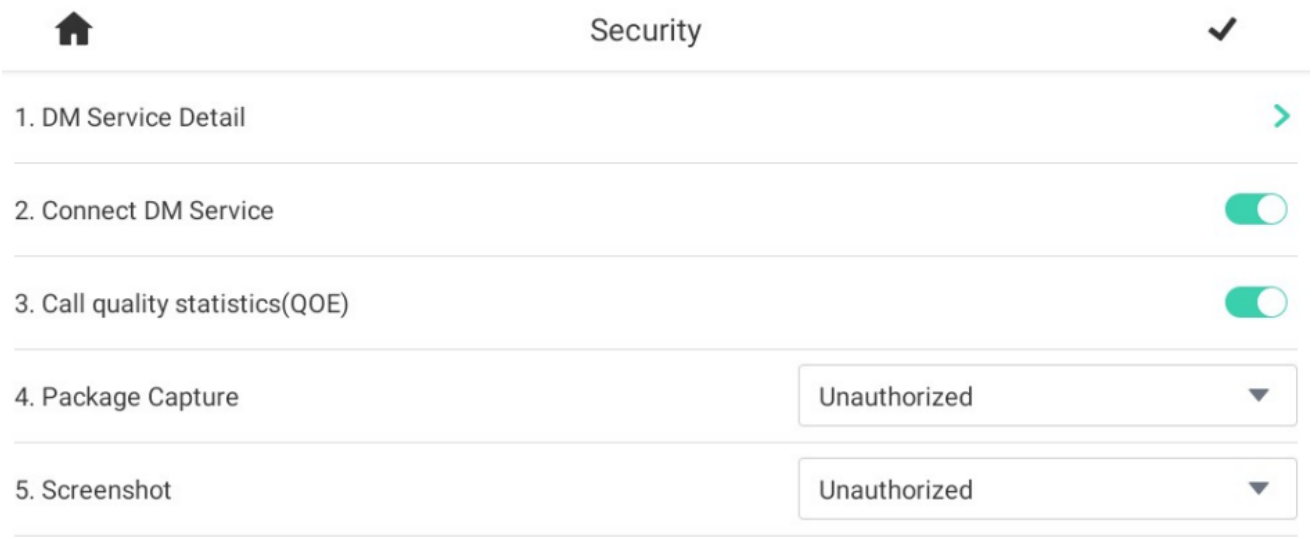
Introduction

You can enable this feature to connect devices and report device information to the Yealink Device Management Platform (YDMP)/Yealink Management Cloud Service (YMCS), where you can view device information, manage devices, and diagnose devices.

If you are concerned about data security risks or the leakage of internal private data, you can disable the connection to the platform. Additionally, you can determine whether to authorize the platform to access these features.

Procedure

1. Go to **Menu** > **Security**.
2. Select whether to connect to the DM Service.
3. (Optional) Set up **Packet Capture** to determine whether the server is authorized to capture packets.
4. (Optional) Set up **Screenshot** to determine whether the server is authorized to take screenshots.
   - **Unauthorized**: When the YDMP/YMCS wants to take the phone's screenshots or capture packets, the phone will pop up a dialog, prompting users to allow or reject the request. When users allow the request, the value will change to **Allowed**, and the window will not pop up again. If users reject the request, the value will not change, and the window will pop up again when YDMP/YMCS makes a request next time.
   - **Allowed**: You allow the YDMP/YMCS to take the phone's screenshots or capture packets.
   - **Blocked**: You reject the YDMP/YMCS to take the phone's screenshots or capture packets.
5. Select **Save**.


Security
1. DM Service Detail
2. Connect DM Service
3. Call quality statistics(QOE)
4. Package Capture
Unauthorized
5. Screenshot
Unauthorized

Call Quality Statistic (QoE)

Introduction

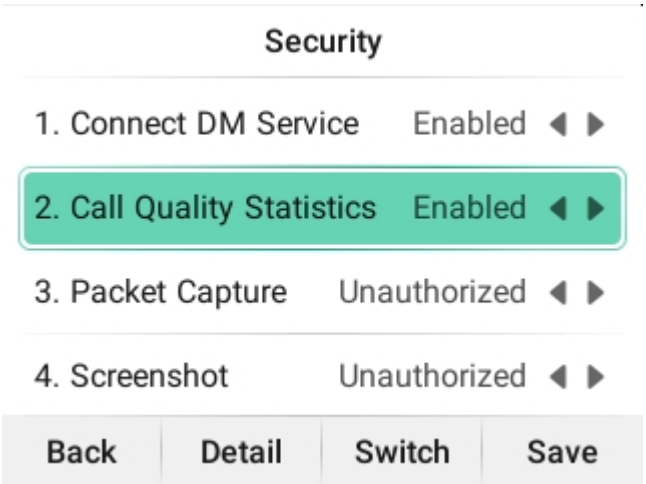
When the device fails, the technician needs to obtain the device diagnosis-related data, but if you do not want to report the data unrelated to the diagnosis to the platform, you can disable the QoE.

Before You Begin

Before enabling **Call Quality Statistic (QoE)**, ensure that the **Connect DM Service** is enabled. For more information, please refer to Security Control Center.

Procedure

1. Go to **Menu** > **Security**.
2. Enable **Call Quality Statistic (QoE)**.
3. Select **Save**.



SIP-T3X Series

Enter Characters

You can use the keypad keys on your phone to enter or update field information.

The following table describes how to enter different characters using the keypad keys.

Task	Action
Switch input modes	Press the **ABC**, **abc**, **Abc**, **2aB**, or **123** soft key to switch the input modes.
Enter alphas	Select **ABC**, **abc**, **2aB**, or **Abc** mode. Press a keypad key repeatedly to view the character options and stop when the letter you want to enter is displayed in the field. Wait one second, and then enter the next letter.
Enter numbers	Select **123** mode, press the corresponding keys.
Enter special characters	Select **ABC**, **abc**, **2aB**, or **Abc** mode, and press *key or **#** key one or more times to enter one of the following special characters: ①*** key**: *.,'?!-()@/:_;+&%=<> £ $¥¤[]{}~^¡¿ § #"| ②**# key**: # ③In **123** mode, you can press the * key to choose the following special characters: .*:/@[].
Insert space	Select **ABC**, **abc**, **2aB**, or **Abc** mode, press the **0** key.
Move cursor	Press the left or right navigation key to position the cursor.
Delete one or more characters	Position the cursor to the right of the character, and select the **Delete** soft key.

SIP-T4X Series

T48S/T48G/T48U

The T48S/T48G/T48U phones provide an onscreen keyboard, phone keypad, and dial pad for entering data. The keypad and dial pad have the standard key layout, enabling users to use existing or familiar key positions.

Use Onscreen Keyboard

The onscreen keyboard on T48S/T48G/T48U enables you to enter information into text fields using the touch screen.

Procedure

1. Tap the field you want to edit, and the onscreen keyboard displays on the touch screen.
2. Enter the information. Do the following:

Task	Action
Enter uppercase (A) characters, lowercase (a) characters, or a combination of uppercase and lowercase characters.	1. If a keyboard with characters does not display, tap . 2. Tap to toggle between uppercase and lowercase mode. 3. Tap the characters you want to enter.
Enter numbers.	1. If a keyboard with numbers does not display, tap . 2. Tap the numbers you want to enter.
Enter special characters.	1. If a keyboard with special characters does not display, tap .

	2. Tap the special characters you want to enter.
Position the cursor.	• Tap or to position the cursor. • Tap to position.
Confirm the settings/Go to the next field.	• If there is only one field or the field you are editing is the last one of the configuration, tap **Done** to confirm the setting. • If the field you are editing is not the last one in the configuration, tap **Next** to go to the next field.
Delete characters one by one.	1. Position the cursor on the right side of the text you want to delete. 2. Tap .
Delete more characters at a time.	1. Drag your finger across the characters to highlight the ones you want to delete. 2. Tap .
Replace characters.	1. Drag your finger across the characters to highlight the ones you want to replace. 2. Tap the characters you want.

1. Select

to hide the onscreen keyboard.

Use Phone Keypad & Dial Pad

You can use the keypad on your phone or dial pad to enter data. The phone keypad only provides digit keys, # key, and * key, and the dial pad provides digit keys and special characters.

The dial pad is shown below:

You can tap

to switch to the onscreen keyboard.

T46S/T46G/T42S/T42G/T41S/T41P/T40P/T40G

On T46S/T46G/T42S/T42G/T41S/T41P/T40P/T40G phones, you can use the keypad keys on your phone to enter or update field information.

The following table describes how to enter different characters using the keypad keys.

Task	Action
Switch input mode	Press the **ABC**, **abc**, **Abc**, **2aB**, or **123** soft key to switch the input modes.

s	
Enter alpha s	Select **ABC**, **abc**, **2aB**, or **Abc** mode. On the T42S/T42G/T41S/T41P/T40P/T40G phones, press the keys labeled with letters until your desired letter appears. On the T46S/T46G phones, press a keypad key repeatedly to view the character options and stop when the letter you want to enter is displayed in the field. Wait one second, and then enter the next letter.
Enter numb ers	Select **123** mode, and press the corresponding keys.
Enter specia l chara cters	Select **ABC**, **abc**, **2aB**, or **Abc** mode, and press *** key** or **# key** one or more times to enter one of the following special characters: ①*** key**: *.,'?!-()@/:_;+&%=<> £ $¥¤[]{}~^¡¿ § #"| ②**# key**: # ③In **123** mode, you can press the * key to choose the following special characters: .*:/@[].
Insert space	Select **ABC**, **abc**, **2aB**, or **Abc** mode, and press the **0** key.
Move curso r	Press the left or right navigation key to position the cursor.
Delet e one or more chara cters	Position the cursor to the right of the character, and select the **Delete** soft key.

T46U/T43U/T42U/T44U/T44W

On T46U/T43U/T42U phones, you can use the keypad keys on your phone to enter or update field information. The following table describes how to enter different characters using the keypad keys.

Task	Action
Switch	Press the **ABC**, **abc**, **Abc**, **2aB**, or **123** soft key to switch the input modes.

input modes	
Enter alphas	Select **ABC**, **abc**, **2aB**, or **Abc** mode. Press a keypad key repeatedly to view the character options and stop when the letter you want to enter is displayed in the field. Wait one second, and then enter the next letter.
Enter numbers	Select **123** mode, and press the corresponding keys.
Enter special characters	Select **ABC**, **abc**, **2aB**, or **Abc** mode, and press *** key** or **# key** one or more times to enter one of the following special characters: ①*** key**: *.,'?!-()@/:_;+&%=<> £ $¥¤[]{}~^¡¿ § #"| ②**# key**: # ③In **123** mode, you can press the * key to choose the following special characters: .*:/@[].
Insert space	Select **ABC**, **abc**, **2aB**, or **Abc** mode, and press the **0** key.
Move cursor	Press the left or right navigation key to position the cursor.
Delete one or more characters	Position the cursor to the right of the character, and select the **Delete** soft key.

SIP-T53X_T54W_T57W

T57W

The T57W phones provide an onscreen keyboard, phone keypad and dial pad to enter data. Keypad and dial pad provide the standard key layout, which enables users to use existing or familiar key positions.

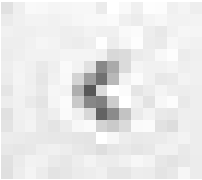
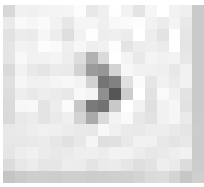
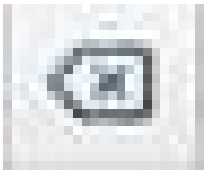
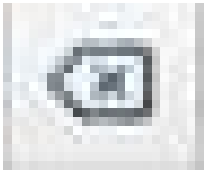
Use Onscreen Keyboard

The onscreen keyboard on T57W enables you to enter information into text fields using the touch screen.

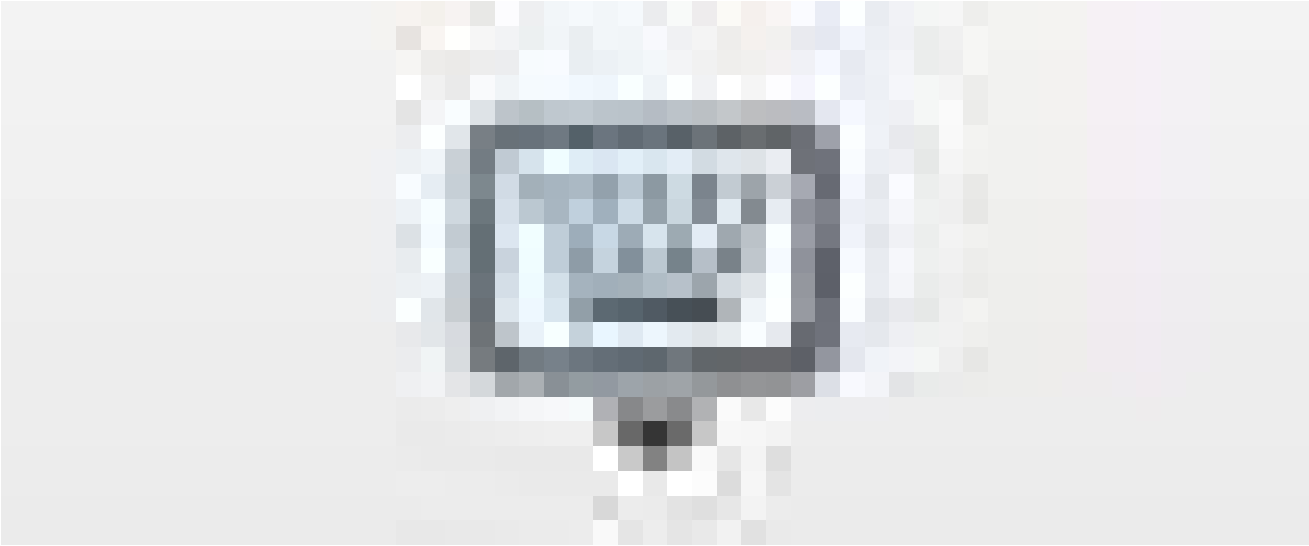
Procedure

1. Tap the field you want to edit and the onscreen keyboard displays on the touch screen.
2. Enter the information. Do the following:

Task	Action
Enter uppercase (A) characters, lowercase (a) characters, or a combination of uppercase and lowercase characters.	1. If a keyboard with characters does not display, tap . 2. Tap to toggle between uppercase or lowercase mode. 3. Tap the characters you want to enter.
Enter numbers.	1. If a keyboard with numbers does not display, tap . 2. Tap the numbers you want to enter.
Enter special characters.	1. If a keyboard with special characters does not display, tap . 2. Tap the special characters you want to enter.

Position the cursor.	• Tap  or  to position the cursor. • Tap to position.
Confirm the settings/Go to the next field.	• If there is only one field or the field you are editing is the last one of the configuration, tap **Done** to confirm the setting. • If the field you are editing is not the last one of the configuration, tap **Next** to go to the next field.
Delete characters one by one.	1. Position the cursor to the right side of the text you want to delete. 2. Tap  .
Delete more characters at a time.	1. Drag your finger across the characters to highlight the characters you want to delete. 2. Tap  .
Replace characters.	1. Drag your finger across the characters to highlight the characters you want to replace. 2. Tap the characters you want.

3. Select



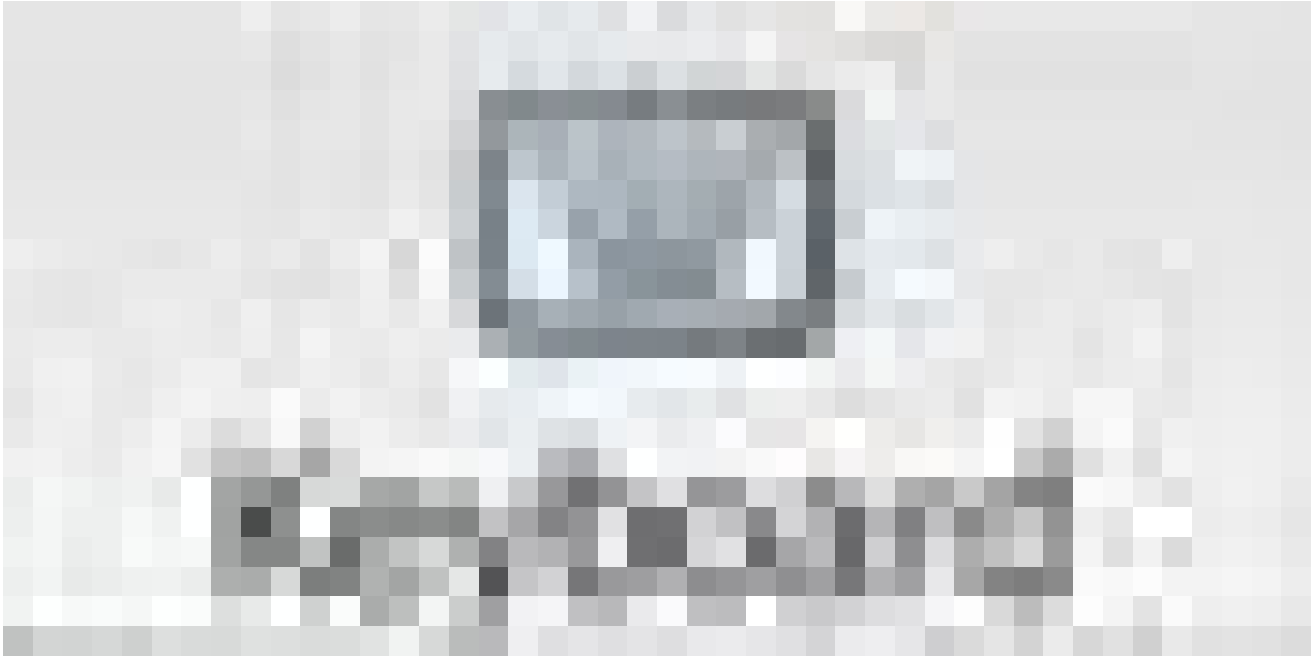
to hide the onscreen keyboard.

Use Phone Keypad & Dial Pad

You can use the keypad on your phone or dial pad to enter data. The phone keypad only provides digit keys, # key, and * key, and the dial pad provides digit keys and special characters.

The dial pad is shown below:

You can tap



to switch to the onscreen keyboard.

T54W/T53W/T53/T53C

On T54W/T53W/T53/T53C phones, you can use the keypad keys to enter or update field information.

The following table describes how to enter different characters using the keypad keys.

Task	Action
Switch input modes	Press the **ABC**, **abc**, **Abc**, **2aB**, or **123** soft key to switch the input modes.
Enter alphas	Select **ABC**, **abc**, **2aB**, or **Abc** mode. Press a keypad key repeatedly to view the character options and stop when the letter you want to enter is displayed in the field. Wait one second, and then enter the next letter.
Enter numbers	Select **123** mode, and press the corresponding keys.
Enter special characters	Select **ABC**, **abc**, **2aB**, or **Abc** mode, and press ***** key or **#** key one or more times to enter one of the following special characters: ①* key: *.,'?!-()@/:_;+&%=<> £ $¥¤[]{}~^¡¿ § #"| ②# key: # ③In **123** mode, you can press the * key to choose the following special characters: .*:/@[].

Insert space	Select **ABC**, **abc**, **2aB**, or **Abc** mode, and press the **0** key.
Move cursor	Press the left or right navigation key to position the cursor.
Delete one or more characters	Position the cursor to the right of the character, and select the **Delete** soft key.

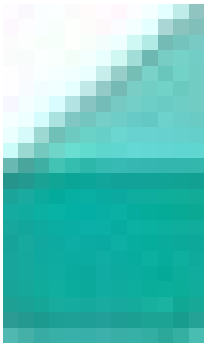
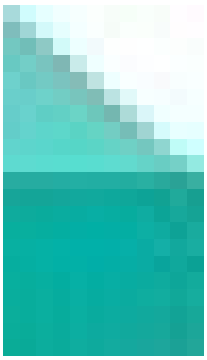
SIP-T58A_T58W_VP59

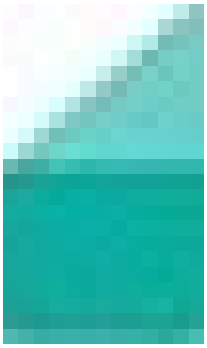
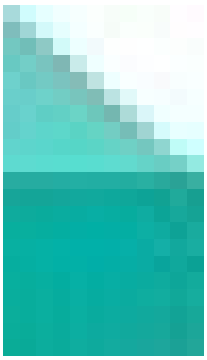
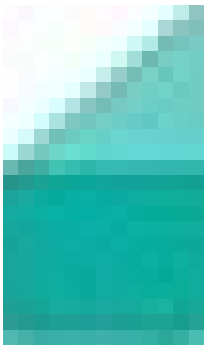
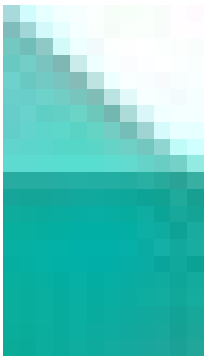
The phone provides an onscreen keyboard, phone keypad, and dial pad to enter data. The phone keypad and dial pad provide a standard key layout, which enables you to use existing or familiar key positions.

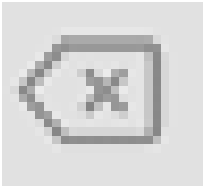
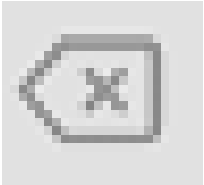
Use Onscreen Keyboard

The phone supports two kinds of input methods: English (UK) and Google Pinyin for the onscreen keyboard. You can enter information into text fields using the touch screen.

When you use the onscreen keyboard, the following things you need to know:

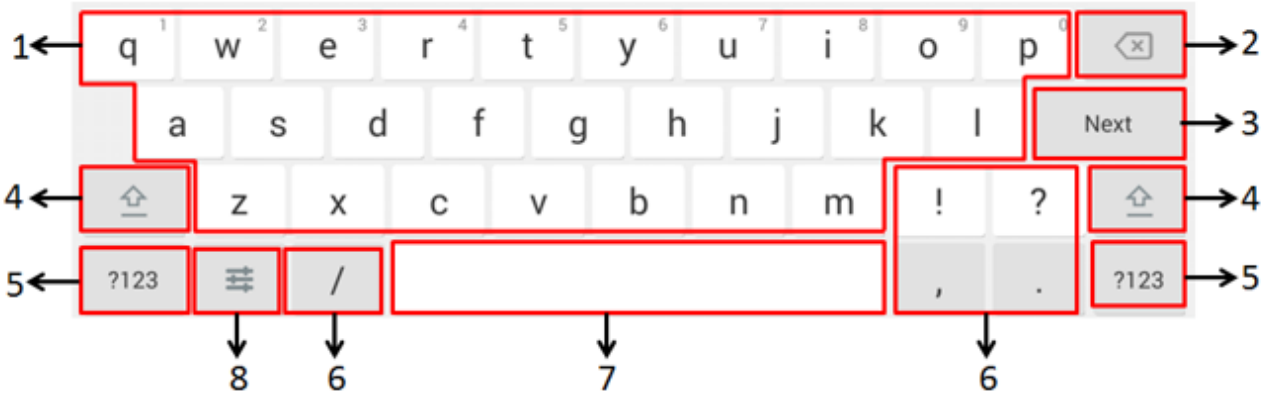
Task	Action
Position the cursor.	Tap on the position.
Select all characters.	1. Long tap the entered character(s). 2. Do one of the following: • Tap **SELECT ALL** on the top of the phone screen. • Drag  /  to select all characters.
Cut/Copy characters.	1. Long tap the entered character(s). 2. Drag

	 /  to select the characters you want to cut/copy. 3. Tap **CUT**/**COPY** on the top of the phone screen. 4. Long tap the desired field. 5. Tap **PASTE**.
Delete more characters at a time.	• Long tap the entered character(s). Drag  /  to select the characters you want to delete.

	Tap  . • Long tap  .
Replace characters.	1. Drag your finger to highlight the characters you want to replace. 2. Tap the desired character.

English (UK) Input Method

You can use the English (UK) input method to enter information.

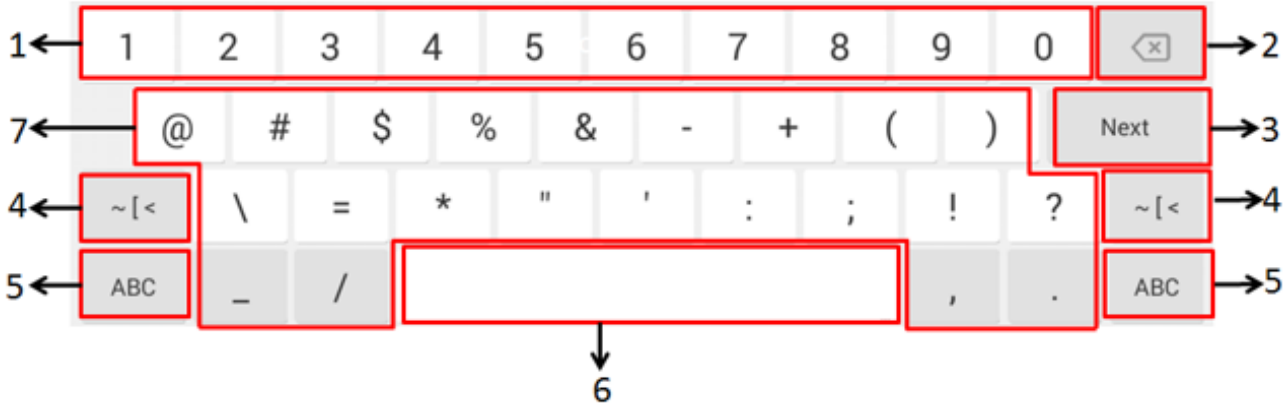


No.	Item	Description
1	26 English Letters	• Tap to enter letters. • Long tap a key then slide to choose one of the options to enter an alternate character.
2	Delete Key	• Tap to delete the entered characters one by one. • Long tap to delete two or more characters.
3	Label automatically to identify the	• Next Key: Tap to go to the next field. • Done Key: Tap to confirm the settings.

	context-sensitive features.	• Send Key: Tap to dial out the number. • Go Key: Tap to browse the web page.
4		Tap to switch to the uppercase input mode.
5		Tap to switch to the numeric and symbolic input mode.
6	Five Special Characters	Tap to enter the special character.
7	Space Key	• Tap to enter spaces. • Long tap to change the input method.
8		Tap to access input options to configure **Input languages** or **Android Keyboard Settings (AOSP)**. You can use AOSP to configure Android keyboards, including Input languages, Auto-capitalization, Sound on keypres,s and so on.

Tap

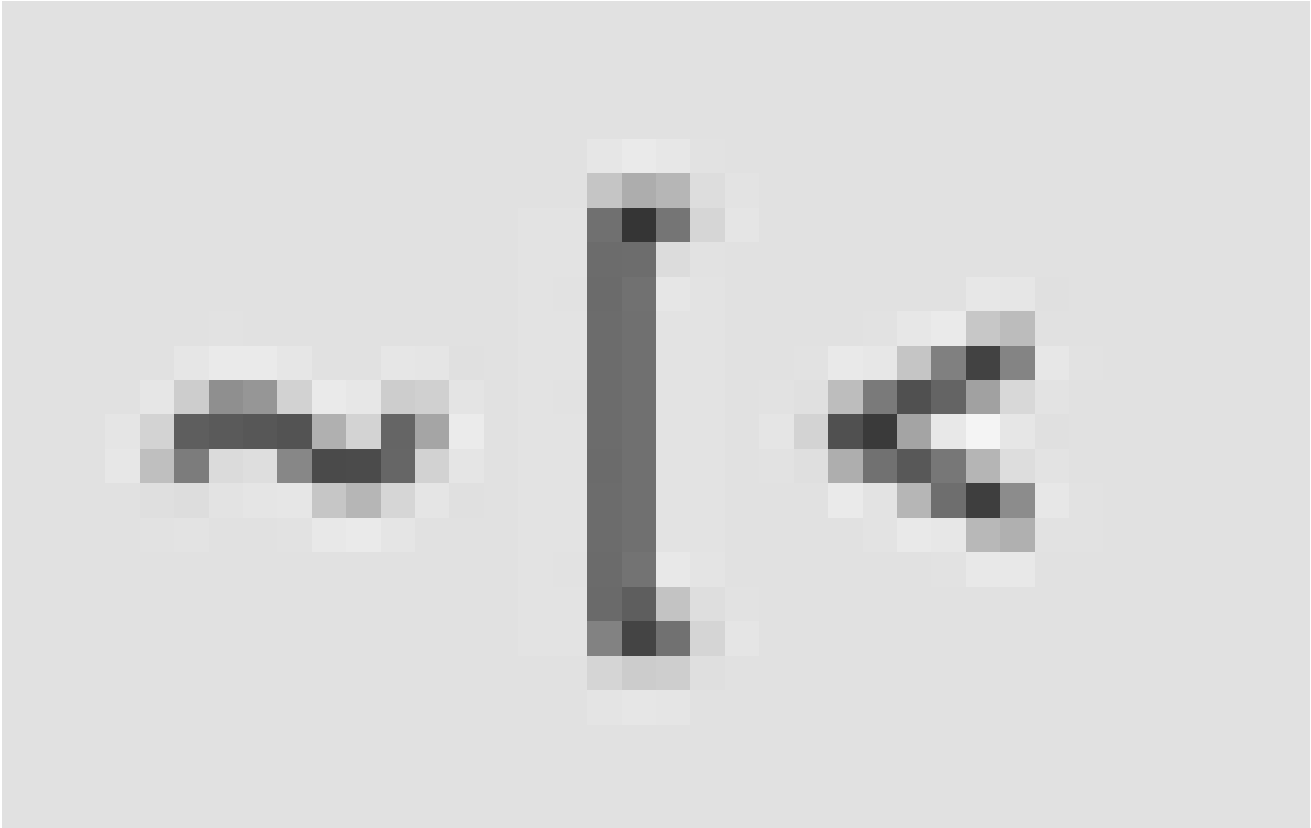
to switch to the numeric&symbolic input mode.



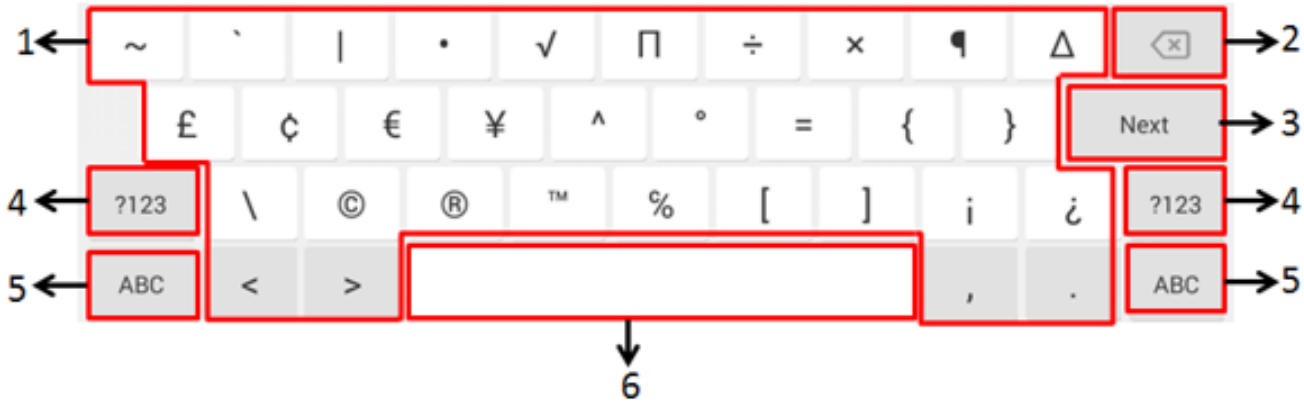
No.	Item	Description
1	Numbers	• Tap to enter letters. • Long tap a key, then slide to choose one of the options to enter an alternate character.
2	Delete Key	• Tap to delete the entered characters one by one. • Long tap to delete two or more characters.
3	Label automatically to identify the context-sensitive features.	• Next Key: Tap to go to the next field. • Done Key: Tap to confirm the settings. • Send Key: Tap to dial out the number. • Go Key: Tap to browse the web page.

4	~ [<	Tap to switch to the symbolic input mode.
5	ABC	Tap to switch to the lowercase input mode.
6	Space Key	• Tap to enter spaces. • Long tap to change the input method. **Tip**: You can also tap at the bottom-right corner of the phone screen to change the input method.
7	Special Characters	• Tap to enter special characters. • Long tap a key, then slide to choose one of the options to enter an alternate character.

Tap



to switch to the symbolic input mode.



No.	Item	Description
1	Special Characters	• Long tap a key, then slide to choose one of the options to enter an alternate character. • Tap to enter special characters.
2	Delete Key	• Tap to delete the entered characters one by one. • Long tap to delete two or more characters.
3	Label automatically to identify the context-sensitive features.	• Next Key: Tap to go to the next field. • Done Key: Tap to confirm the settings. • Send Key: Tap to dial out the number. • Go Key: Tap to browse the web page.
4		Tap to switch to the numeric and symbolic input mode.
5		Tap to switch to the lowercase input mode.
6	Space Key	• Tap to enter spaces. • Long tap to change the input method.

Tap

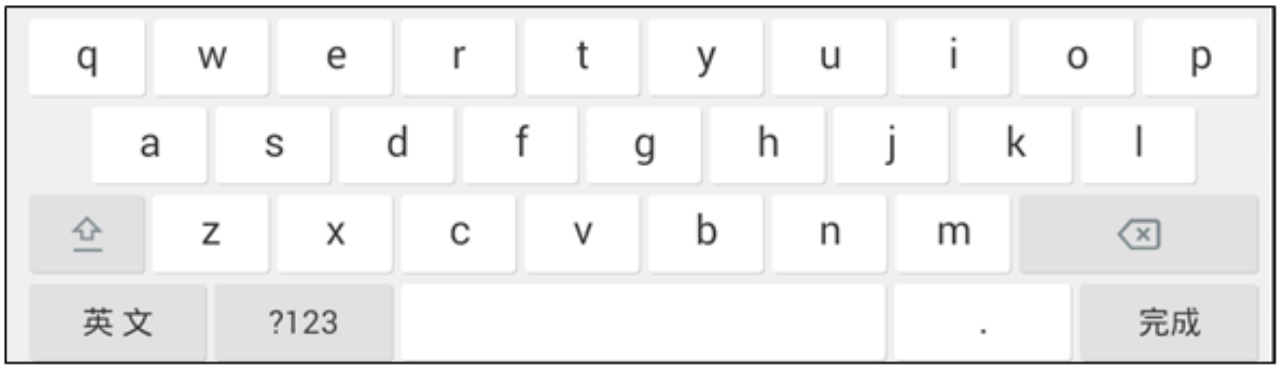
to switch to the numeric and symbolic input mode.

Google Pinyin Input Method

You can use the Google Pinyin input method to enter Chinese characters.

When you change the input method to Google Pinyin, the onscreen keyboard displays the English input mode as shown below by default:

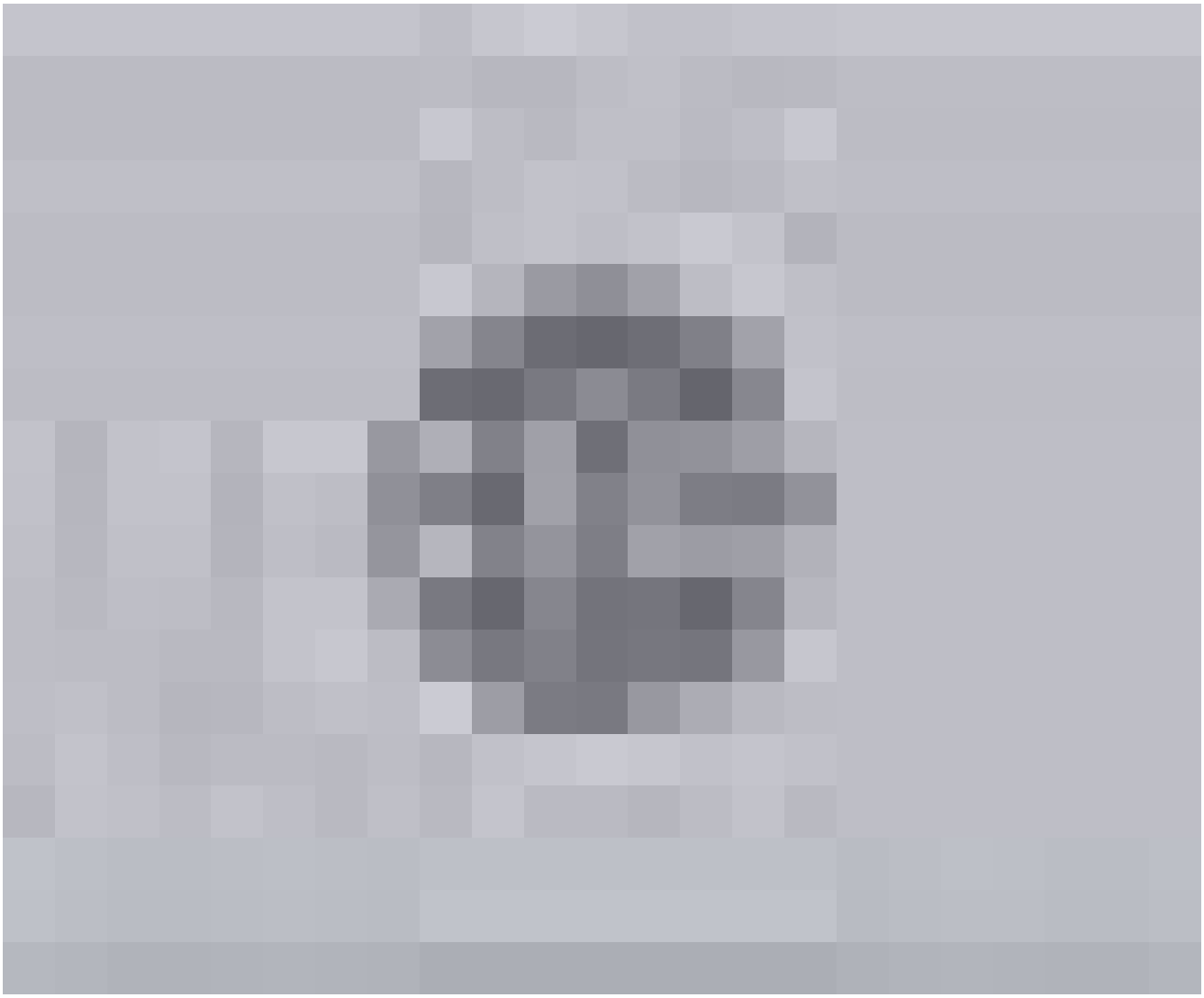
T58A/VP59



T58W

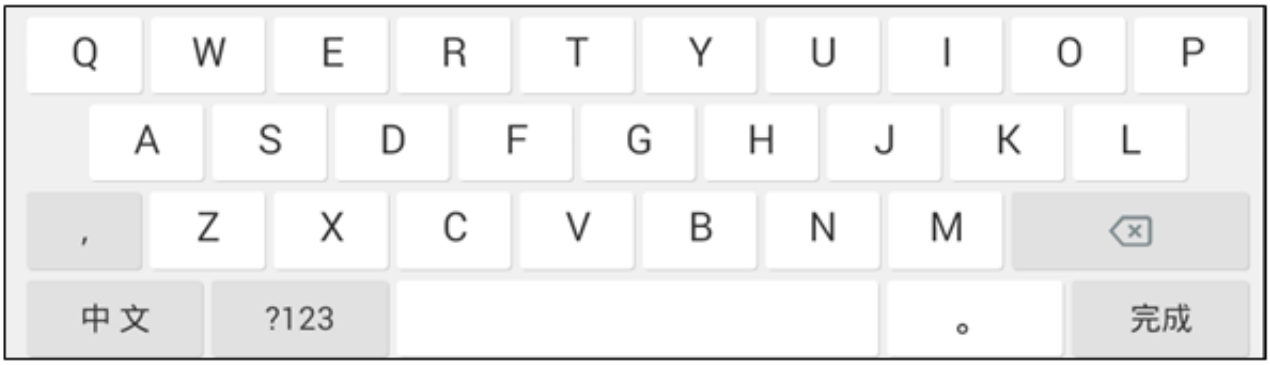
Tap

(for T58W, long tap



) to switch to the Chinese input mode, as shown below:

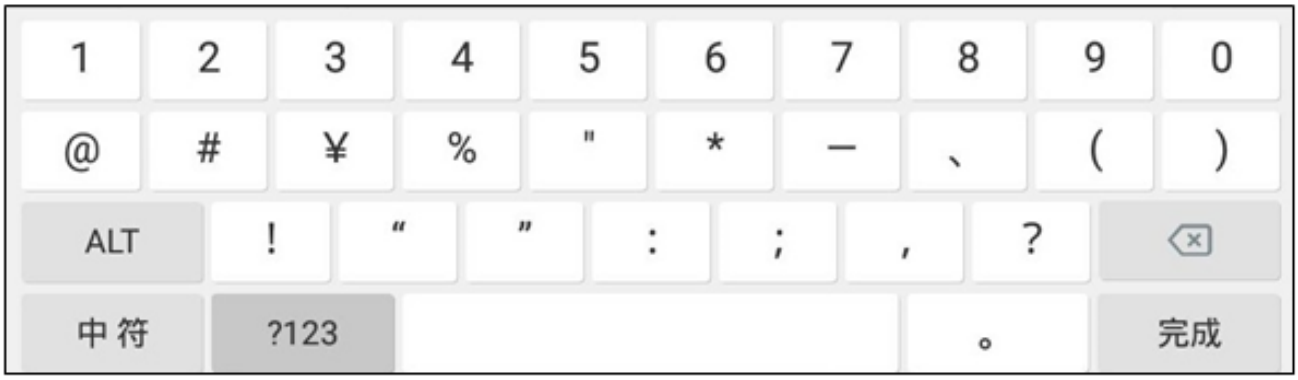
T58A/VP59



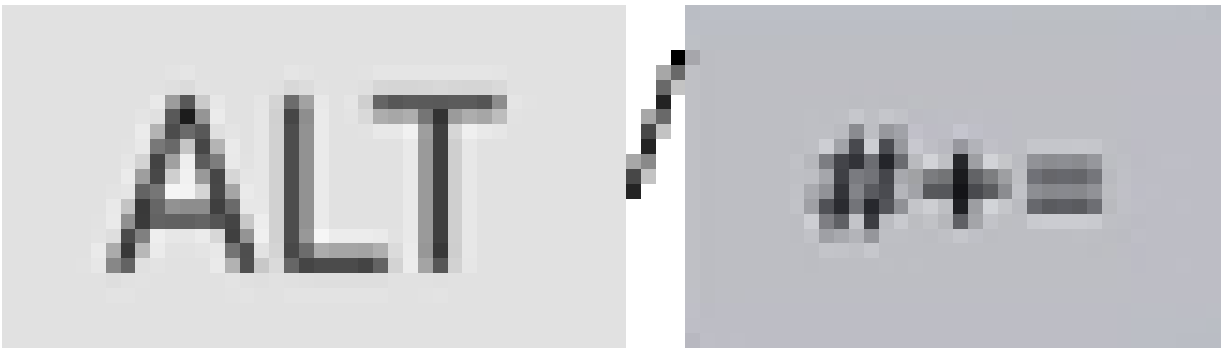
T58W

Tap

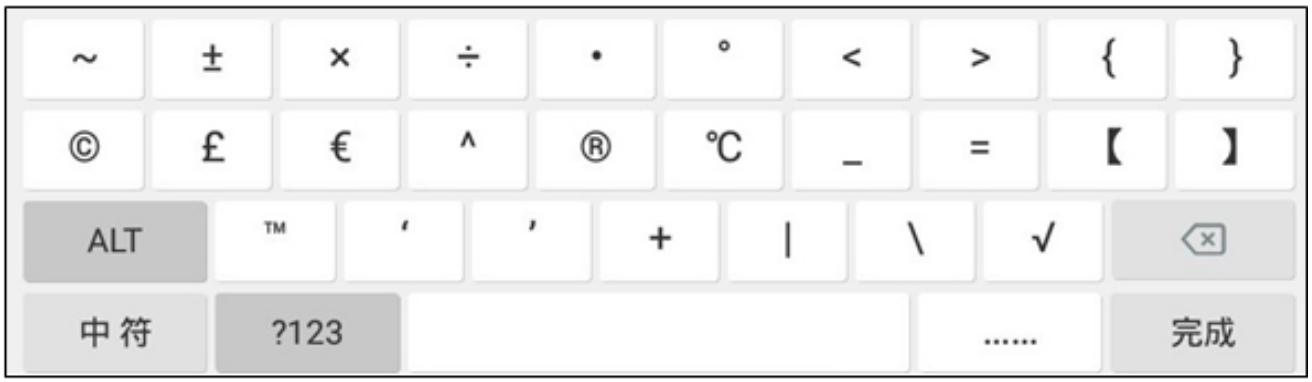
to switch to the numeric & symbolic input mode as shown below:



Tap

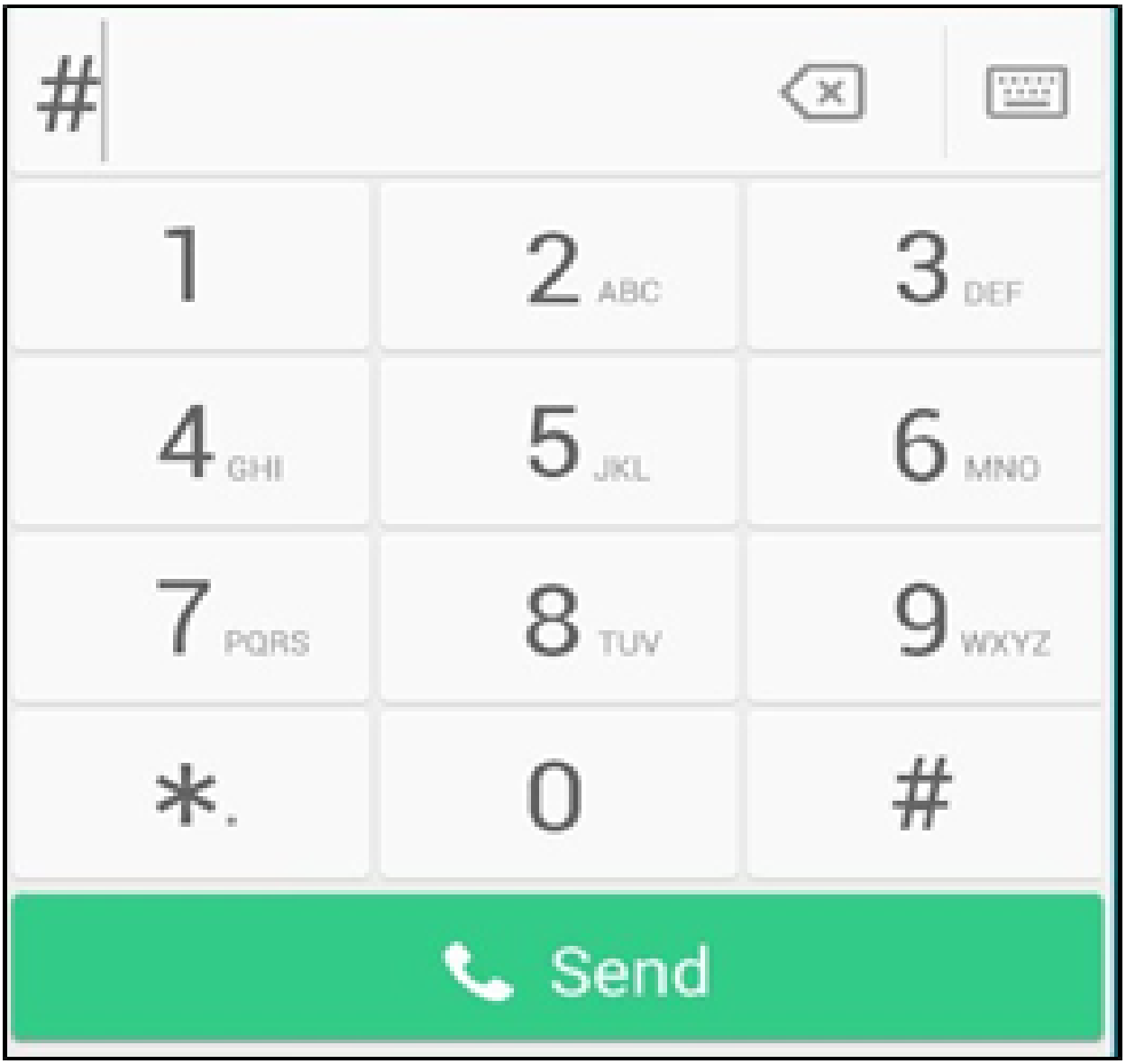


to switch to the symbolic input mode as shown below:

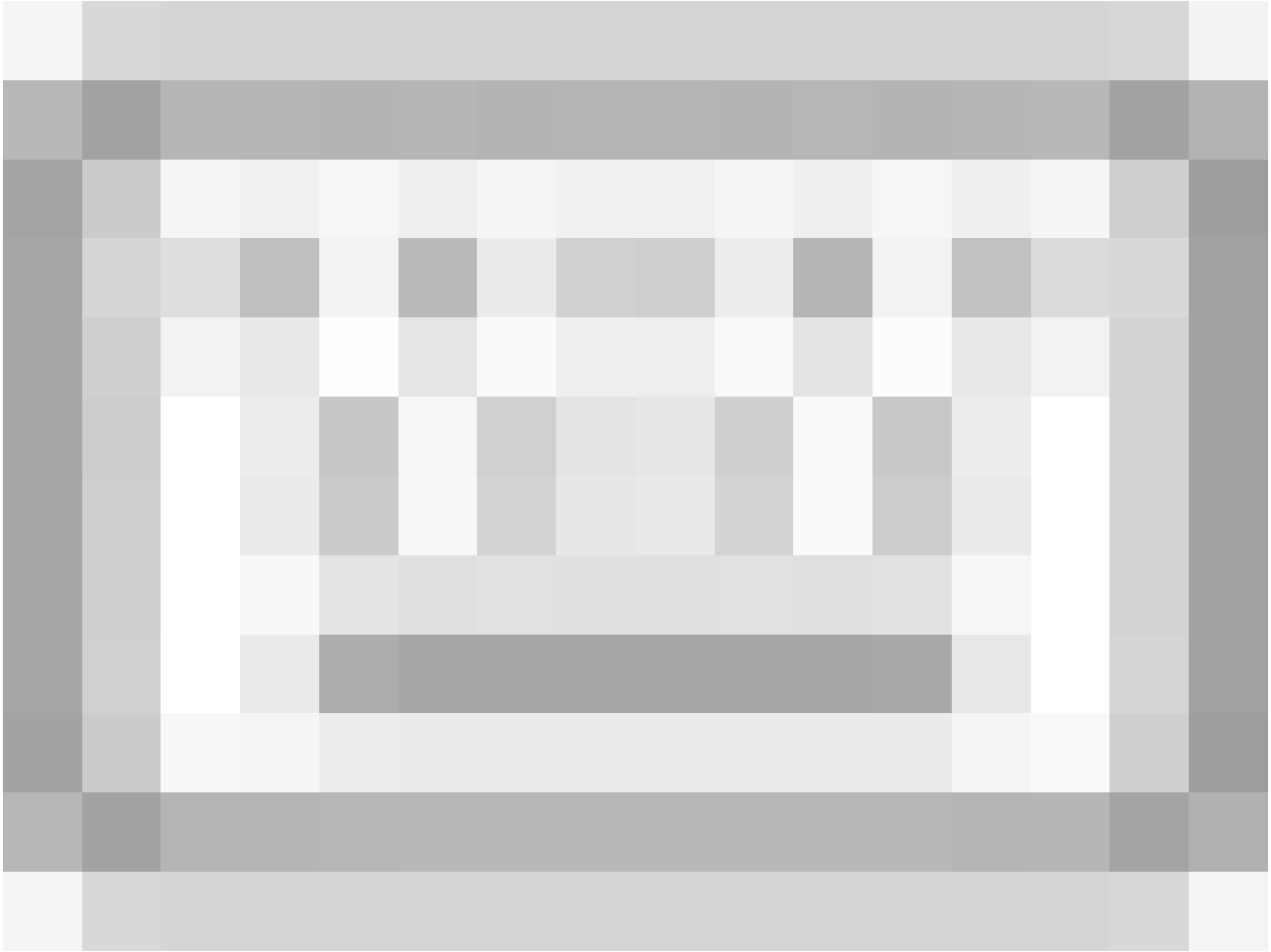


Use Phone Keypad & Dial Pad

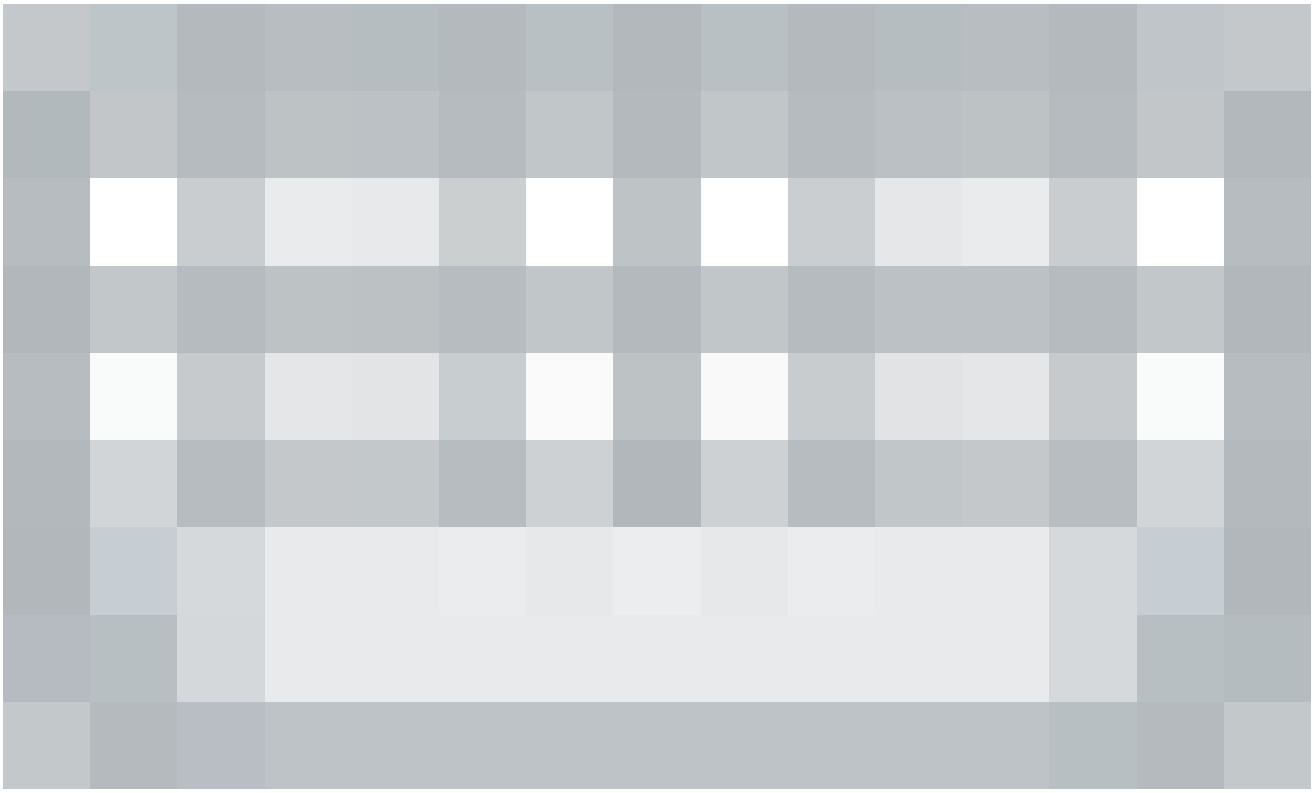
You can use the keypad on your phone or the dial pad to enter data. The dial pad only provides digit keys, # key, and * key.



You can tap



(



) to switch to the onscreen keyboard.

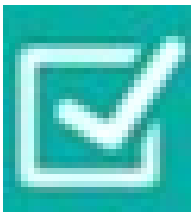
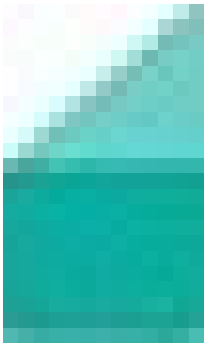
CP965

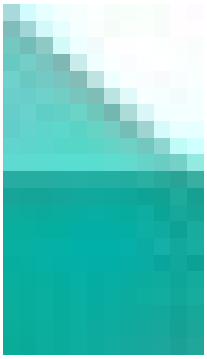
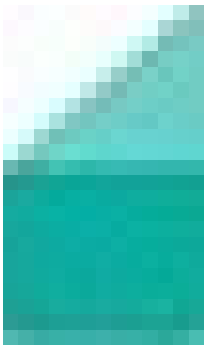
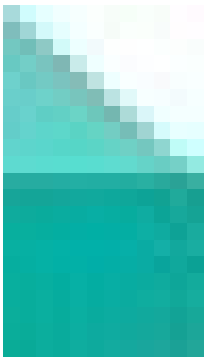
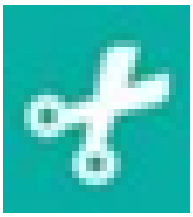
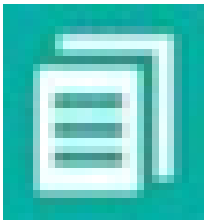
The phone provides an onscreen keyboard, phone keypad, and dial pad to enter data. The phone keypad and dial pad provide a standard key layout, which enables you to use existing or familiar key positions.

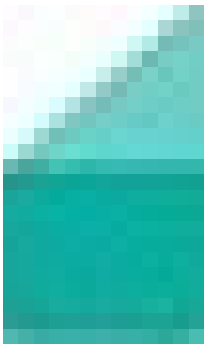
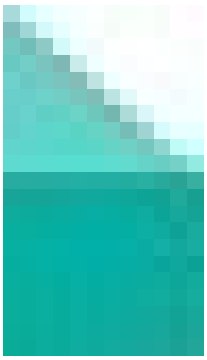
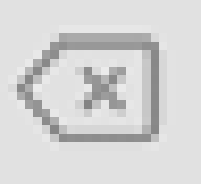
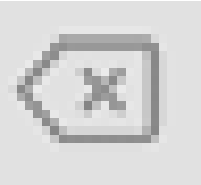
Use Onscreen Keyboard

The phone supports two kinds of input methods: English (UK) and Google Pinyin for the onscreen keyboard. You can enter information into text fields using the touch screen.

When you use the onscreen keyboard, the following things you need to know:

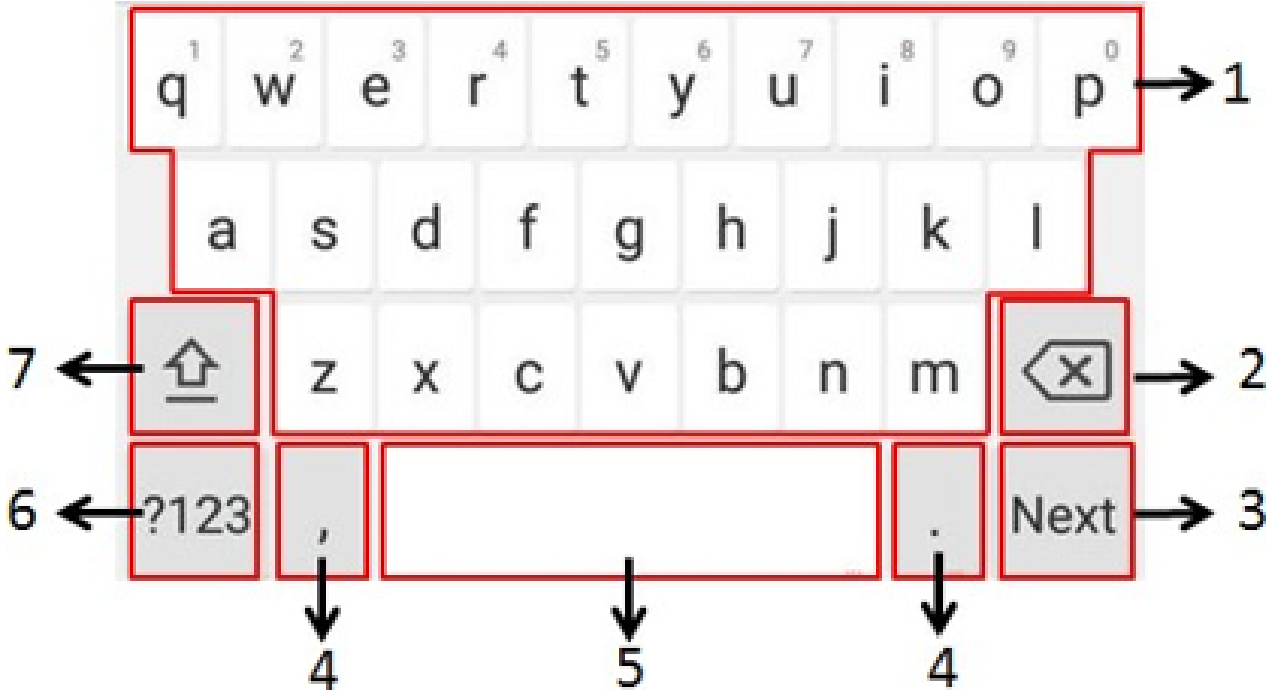
Task	Action
Position the cursor.	Tap on the position.
Select all characters.	1. Long tap the entered character(s). 2. Do one of the following: • Tap  on top of the phone screen. • Drag  /

	 to select all characters.
Cut/Copy characters.	1. Long tap the entered character(s). 2. Drag  /  to select the characters you want to cut/copy. 3. Tap  / 

	on top of the phone screen. 4. Long tap the desired field. 5. Tap **PASTE**.
Delete more characters at a time.	• Long tap the entered character(s). Drag  /  to select the characters you want to delete. Tap  . • Long tap  .
Replace characters.	1. Drag your finger to highlight the characters you want to replace. 2. Tap the desired character.

English (UK) Input Method

You can use the English (UK) input method to enter information.

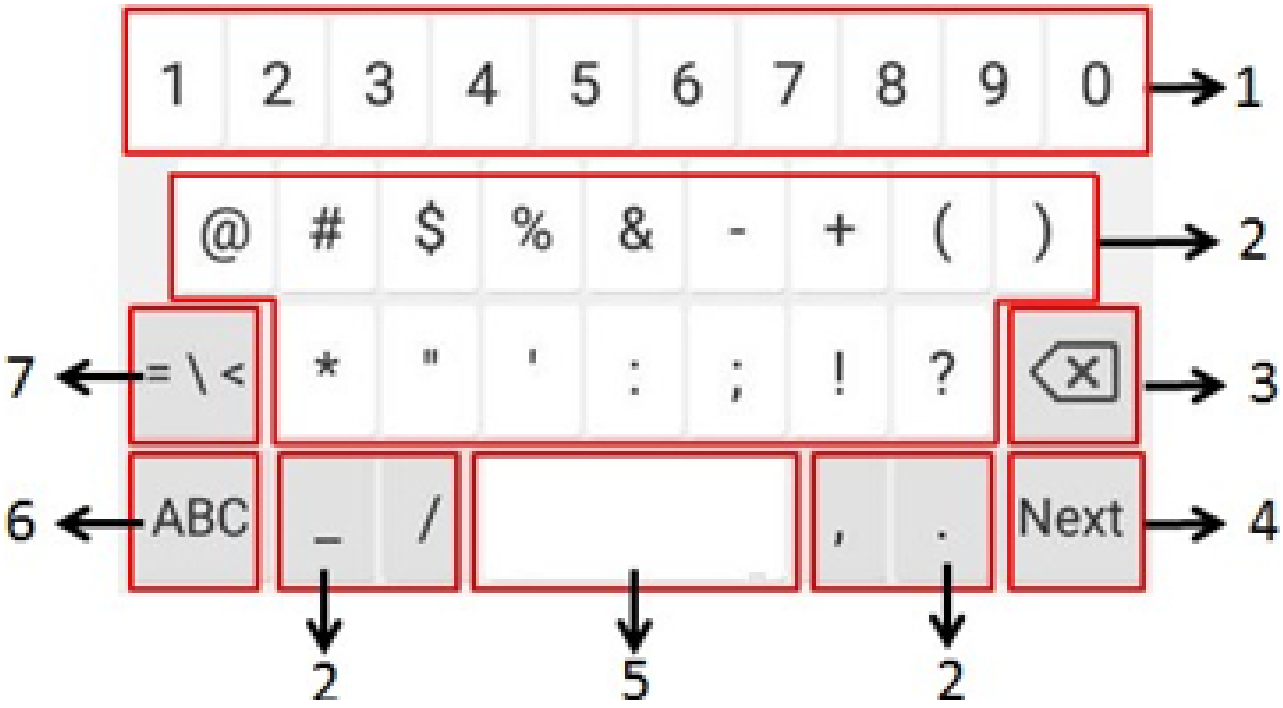


No.	Item	Description
1	26 English Letters	• Tap to enter letters. • Long tap a key, then slide to choose one of the options to enter an alternate character.
2	Delete Key	• Tap to delete the entered characters one by one. • Long tap to delete two or more characters.
3	Label automatically to identify the context-sensitive features.	• Next Key: Tap to go to the next field. • Done Key: Tap to confirm the settings. • Send Key: Tap to dial out the number. • Go Key: Tap to browse the web page.
4	Two Special Characters	• Tap to enter special characters. • Long tap the point key (.) then slide to choose one of the options to enter an alternate character.
5	Space Key	• Tap to enter spaces. • Long tap to change the input method.
6		Tap to switch to the numeric and symbolic input mode.

7		Tap to switch to the uppercase input mode.

Tap

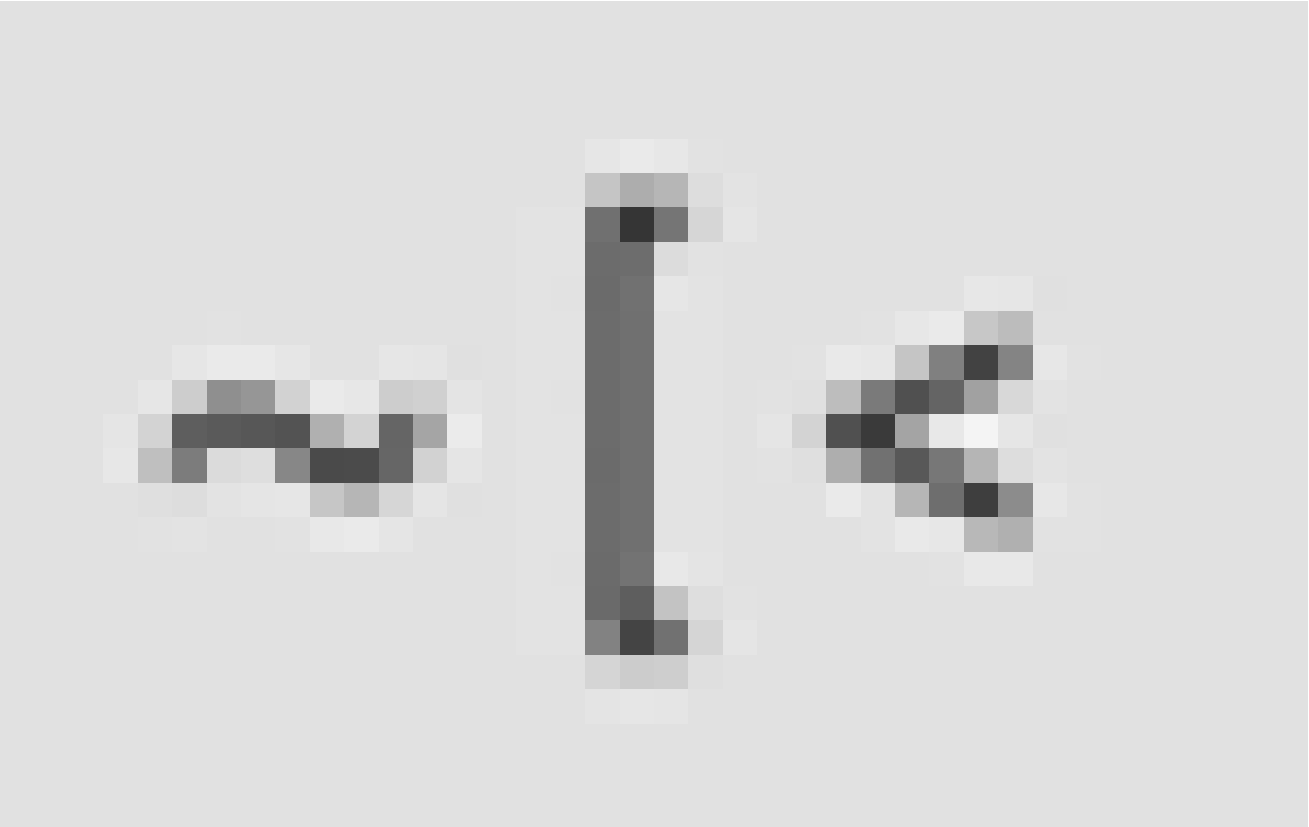
to switch to the numeric&symbolic input mode.



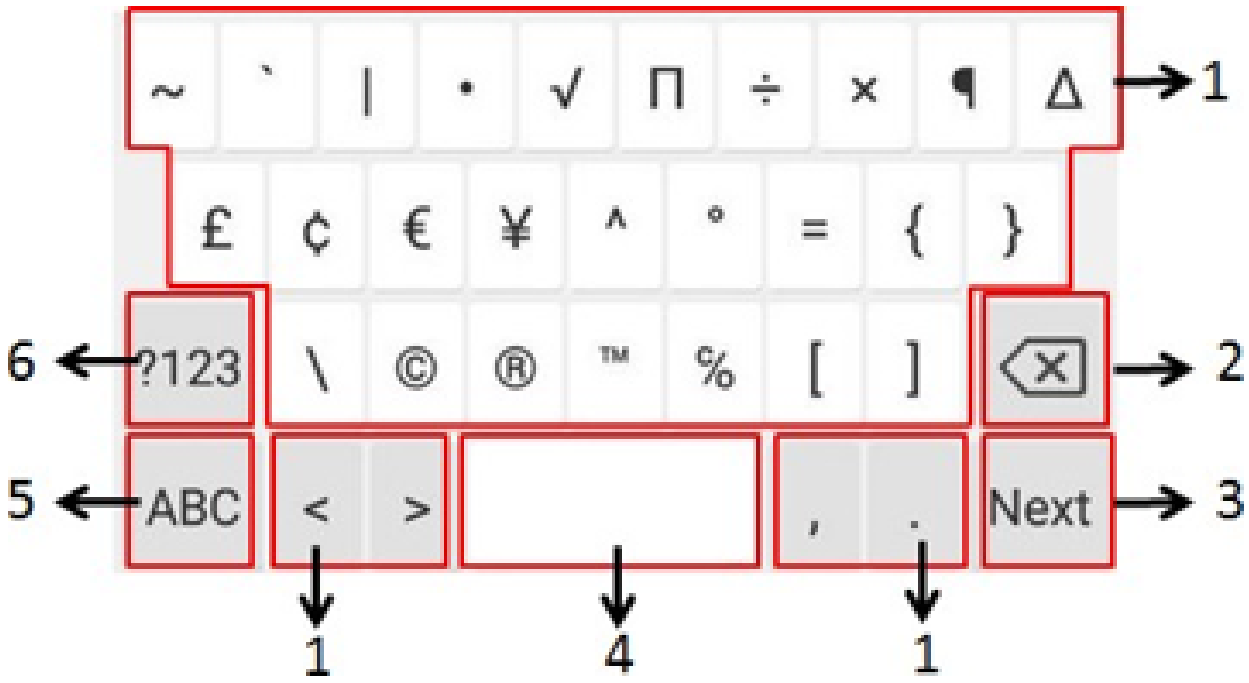
No.	Item	Description
1	Numbers	• Tap to enter letters. • Long tap a key, then slide to choose one of the options to enter an alternate character.
2	Special Characters	• Tap to enter special characters. • Long tap a key, then slide to choose one of the options to enter an alternate character.
3	Delete Key	• Tap to delete the entered characters one by one. • Long tap to delete two or more characters.
4	Label automatically to identify the context-sensitive features.	• Next Key: Tap to go to the next field. • Done Key: Tap to confirm the settings. • Send Key: Tap to dial out the number. • Go Key: Tap to browse the web page.
5	Space Key	• Tap to enter spaces. • Long tap to change the input method.
6		Tap to switch to the lowercase input mode.

7		Tap to switch to the symbolic input mode.

Tap



to switch to the symbolic input mode.

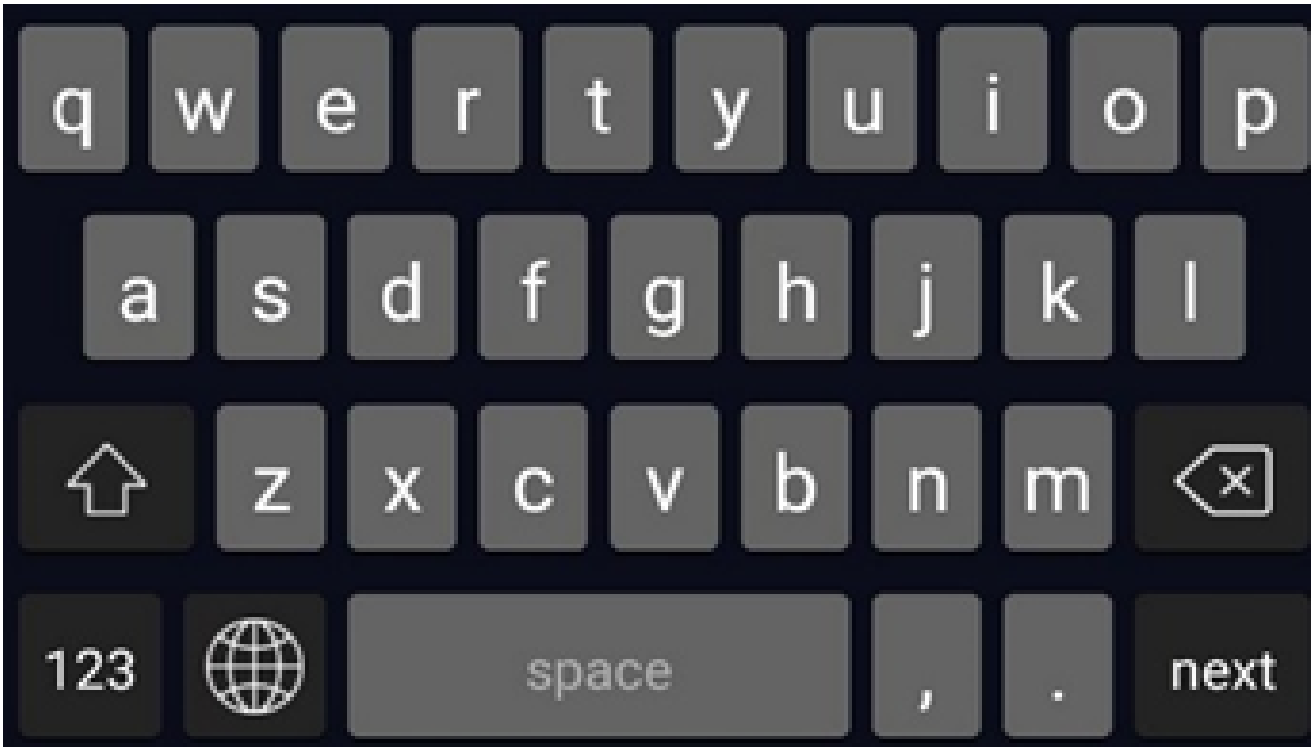


No.	Item	Description
1	Special Characters	• Long tap a key, then slide to choose one of the options to enter an alternate character. • Tap to enter special characters.
2	Delete Key	• Tap to delete the entered characters one by one. • Long tap to delete two or more characters.
3	Label automatically to identify the context-sensitive features.	• Next Key: Tap to go to the next field. • Done Key: Tap to confirm the settings. • Send Key: Tap to dial out the number. • Go Key: Tap to browse the web page.
4	Space Key	• Tap to enter spaces. • Long tap to change the input method.
5	ABC	Tap to switch to the lowercase input mode.
6	?123	Tap to switch to the numeric and symbolic input mode.

Google Pinyin Input Method

You can use the Google Pinyin input method to enter Chinese characters.

When you change the input method to Google Pinyin, the onscreen keyboard displays the English input mode as shown below by default:

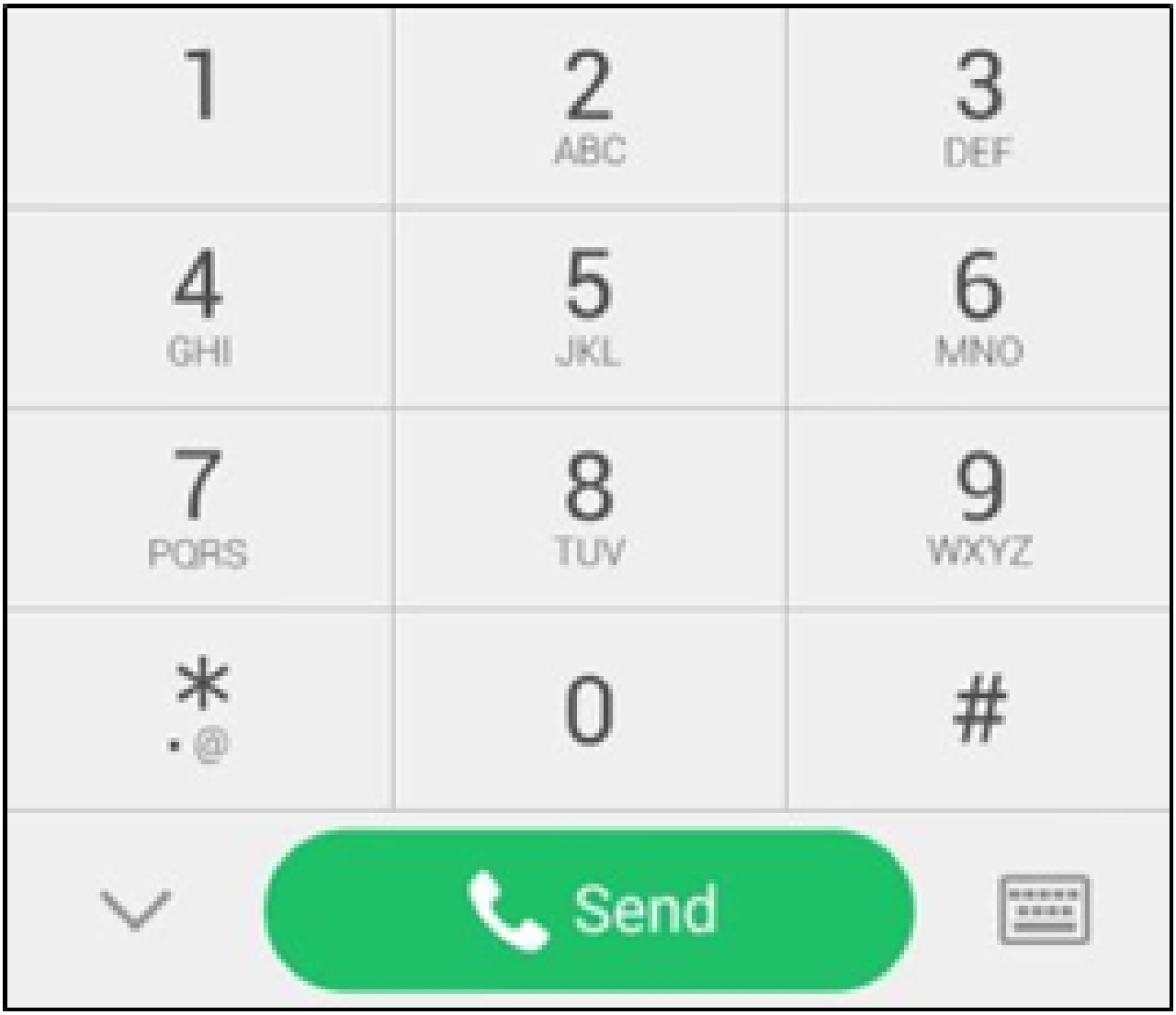


Long tap

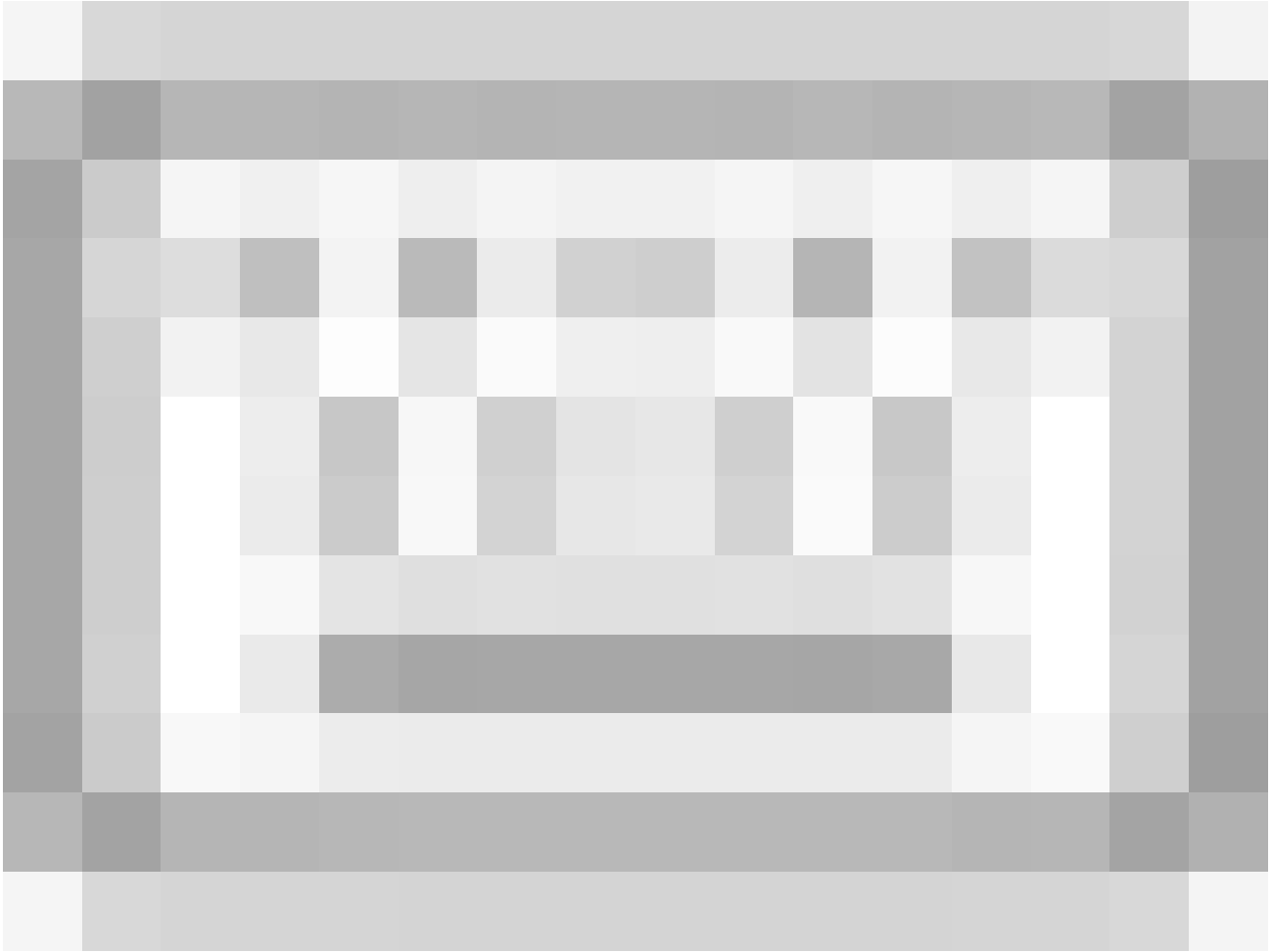
to switch to the Chinese input mode as shown below:

Use Phone Keypad & Dial Pad

You can use the keypad on your phone or dial pad to enter data. The dial pad only provides digit keys, # key, and * key.



You can tap



to switch to the onscreen keyboard.

SIP-T7X Series

T77U

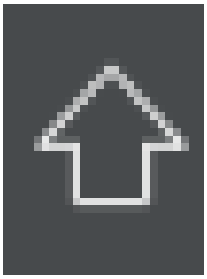
The T77U phone provides an onscreen keyboard, phone keypad, and dial pad for entering data. The keypad and dial pad have the standard key layout, enabling users to use existing or familiar key positions.

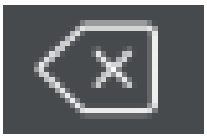
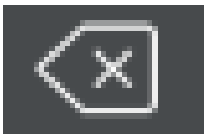
Use Onscreen Keyboard

The onscreen keyboard on the T77U allows you to enter information into text fields via the touchscreen.

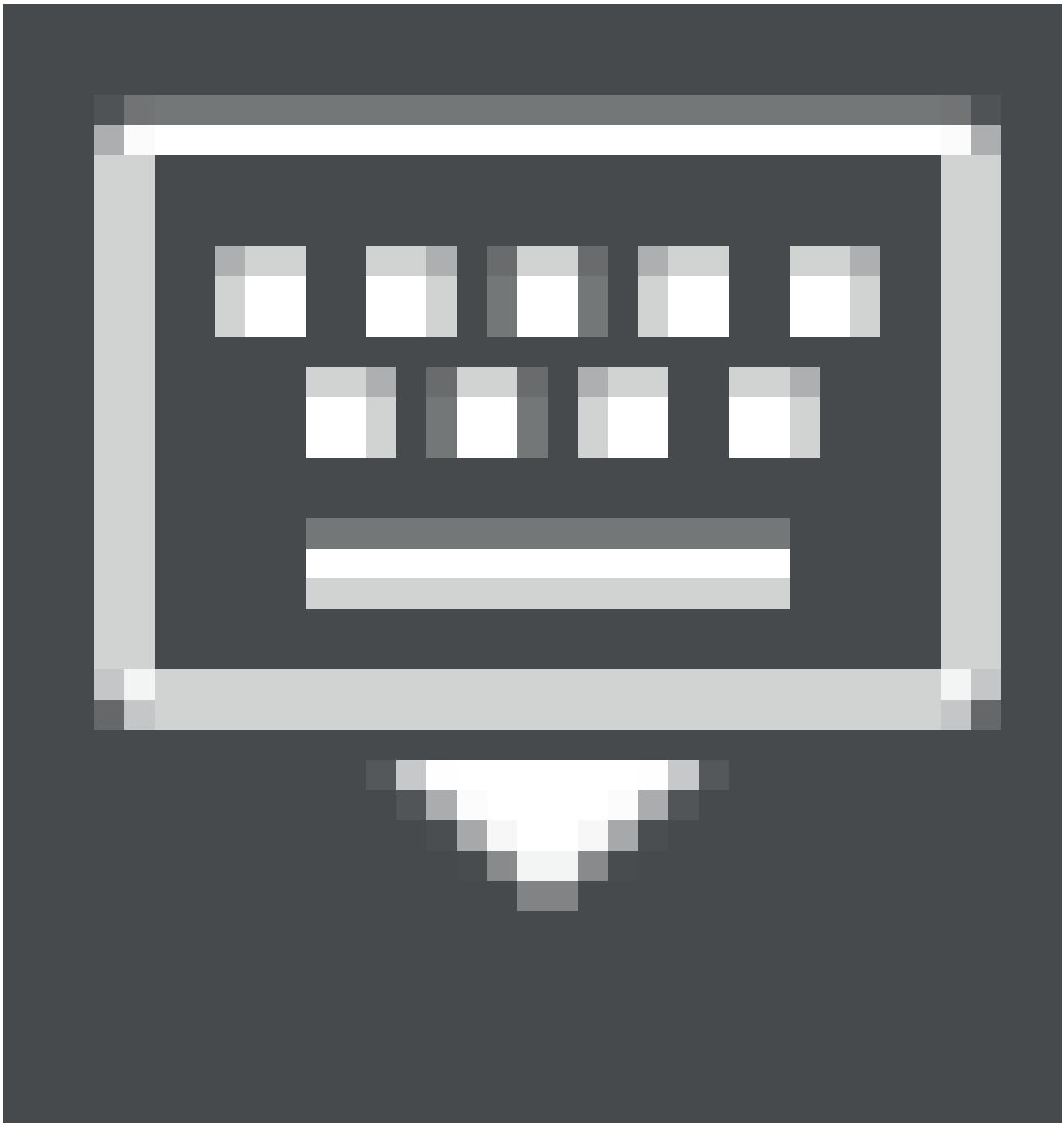
Procedure

1. Tap the field you want to edit, and the onscreen keyboard displays on the touchscreen.
2. Enter the information. Do the following:

Task	Action
Enter uppercase (A) characters, lowercase (a) characters, or a combination of uppercase and lowercase characters.	1. If a keyboard with characters does not display, tap . 2. Tap  to toggle between uppercase or lowercase mode. 3. Tap the characters you want to enter.
Enter numbers.	1. If a keyboard with numbers does not display, tap . 2. Tap the numbers you want to enter.
Enter special	1. If a keyboard with special characters does not display, tap

characters.	 . 2. Tap the special characters you want to enter.
Position the cursor.	• Tap to position.
Confirm the settings/ Go to the next field.	• If there is only one field or the field you are editing is the last one of the configuration, tap **Done** to confirm the setting. • If the field you are editing is not the last one of the configuration, tap **Next** to go to the next field.
Delete characters one by one.	1. Position the cursor on the right side of the text you want to delete. 2. Tap  .
Delete more characters at a time.	1. Drag your finger across the characters to highlight the ones you want to delete. 2. Tap  .
Replace characters.	1. Drag your finger across the characters to highlight the ones you want to replace. 2. Tap the characters you want.

1. Select

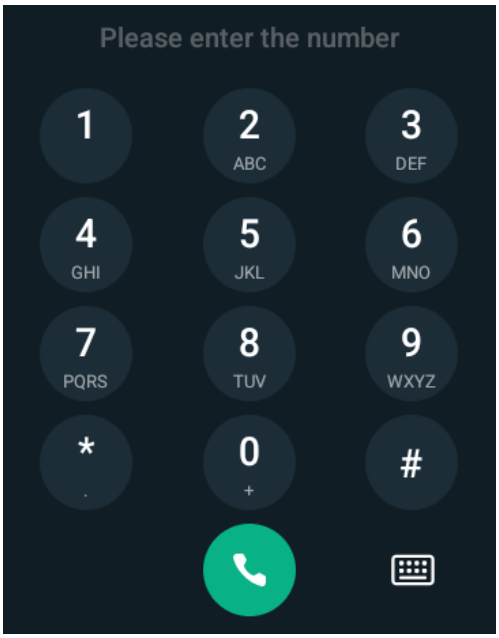


to hide the onscreen keyboard.

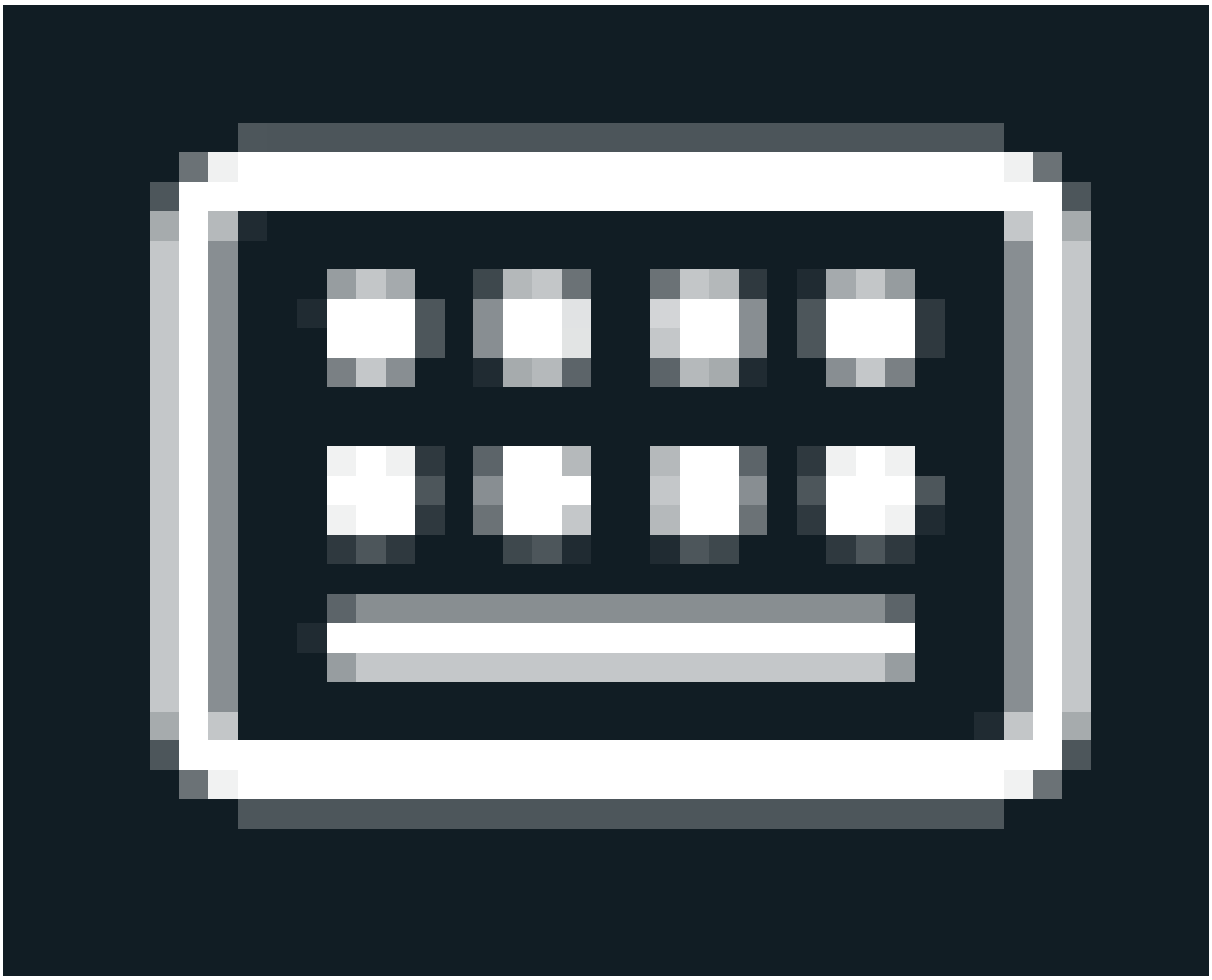
Use Phone Keypad & Dial Pad

You can use the keypad on your phone or the dial pad to enter data. The phone keypad only provides digit keys, # key, and * key, and the dial pad provides digit keys and special characters.

The dial pad is shown below:



You can tap



to switch to the onscreen keyboard.

T73U/T73W/T74U/T74W

On T73U/T73W/T74U/T74W phones, you can use the keypad keys on your phone to enter or update field information.

The following table describes how to enter different characters using the keypad keys.

Task	Action
Switch input modes	Press the **ABC**, **abc**, **Abc**, **2aB**, or **123** soft key to switch the input modes.
Enter alphas	Select **ABC**, **abc**, **2aB**, or **Abc** mode. Press a keypad key repeatedly to view the character options and stop when the letter you want to enter is displayed in the field. Wait one second, and then enter the next letter.
Enter numbers	Select **123** mode, press the corresponding keys.
Enter special characters	Select **ABC**, **abc**, **2aB**, or **Abc** mode, and press * key or # key one or more times to enter one of the following special characters: ①* key: *.,'?!-()@/:_;+&%=<> £ $¥¤[]{}~^¡¿ § #"| ②# key: # ③In **123** mode, you can press the * key to choose the following special characters: .*:/@[].
Insert space	Select **ABC**, **abc**, **2aB**, or **Abc** mode, press the **0** key.
Move cursor	Press the left or right navigation key to position the cursor.
Delete one or more characters	Position the cursor to the right of the character, and select the **Delete** soft key.

SIP-T8X Series

T87W/T88W (Pro)/T88V Pro

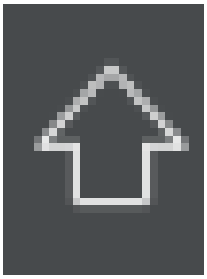
The T87W/T88W (Pro)/T88V Pro phone provides an onscreen keyboard, phone keypad, and dial pad for entering data. The keypad and dial pad have the standard key layout, enabling users to use existing or familiar key positions.

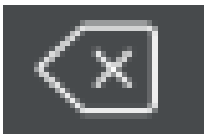
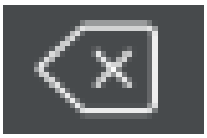
Use Onscreen Keyboard

The onscreen keyboard on the T87W/T88W (Pro)/T88V Pro allows you to enter information into text fields via the touchscreen.

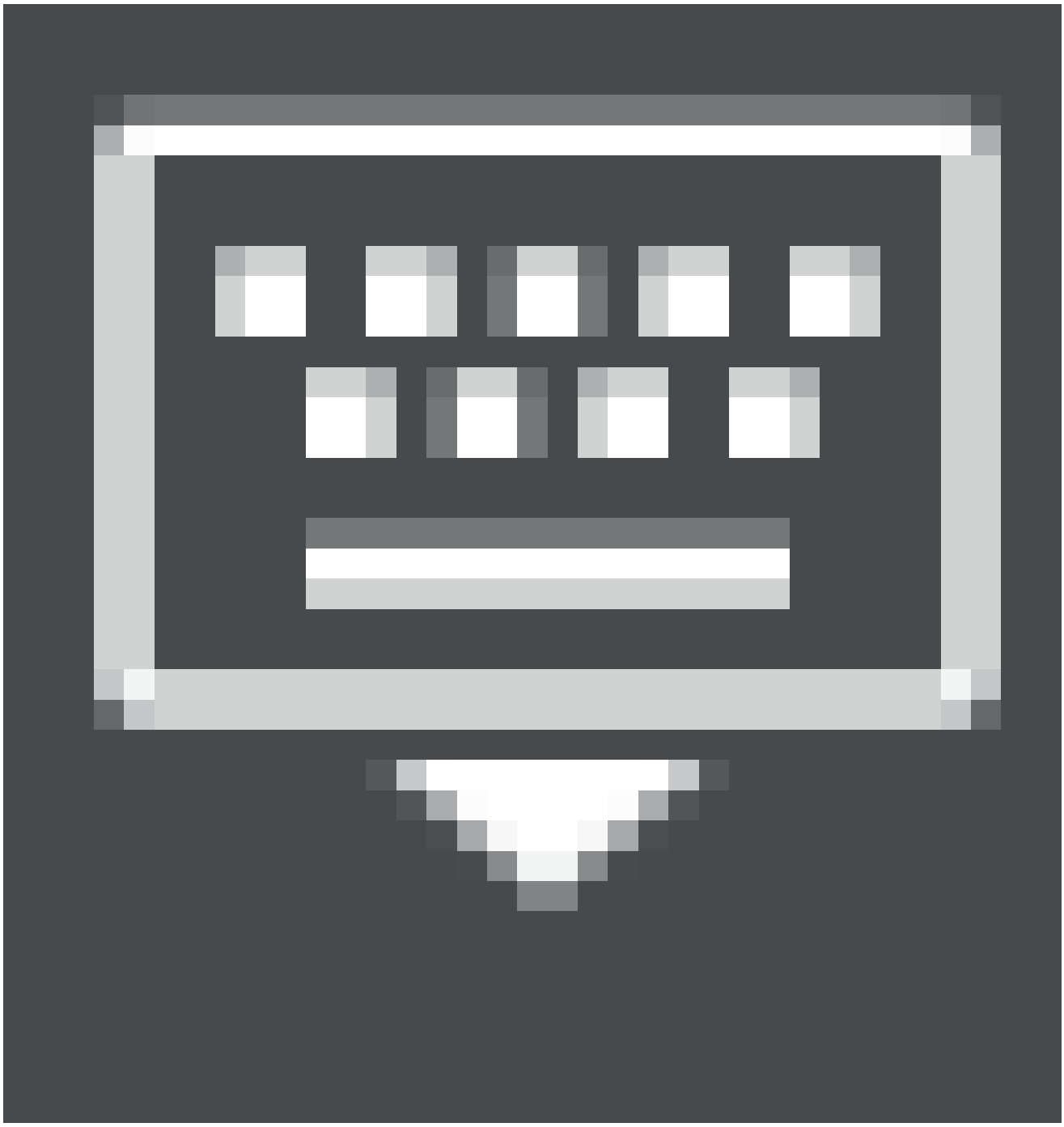
Procedure

1. Tap the field you want to edit, and the onscreen keyboard displays on the touchscreen.
2. Enter the information. Do the following:

Task	Action
Enter uppercase (A) characters, lowercase (a) characters, or a combination of uppercase and lowercase characters.	1. If a keyboard with characters does not display, tap . 2. Tap  to toggle between uppercase or lowercase mode. 3. Tap the characters you want to enter.
Enter numbers.	1. If a keyboard with numbers does not display, tap . 2. Tap the numbers you want to enter.
Enter special characters.	1. If a keyboard with special characters does not display, tap

	 . 2. Tap the special characters you want to enter.
Position the cursor.	• Tap to position.
Confirm the settings/Go to the next field.	• If there is only one field or the field you are editing is the last one of the configuration, tap **Done** to confirm the setting. • If the field you are editing is not the last one of the configuration, tap **Next** to go to the next field.
Delete characters one by one.	1. Position the cursor on the right side of the text you want to delete. 2. Tap  .
Delete more characters at a time.	1. Drag your finger across the characters to highlight the ones you want to delete. 2. Tap  .
Replace characters.	1. Drag your finger across the characters to highlight the ones you want to replace. 2. Tap the characters you want.

1. Select

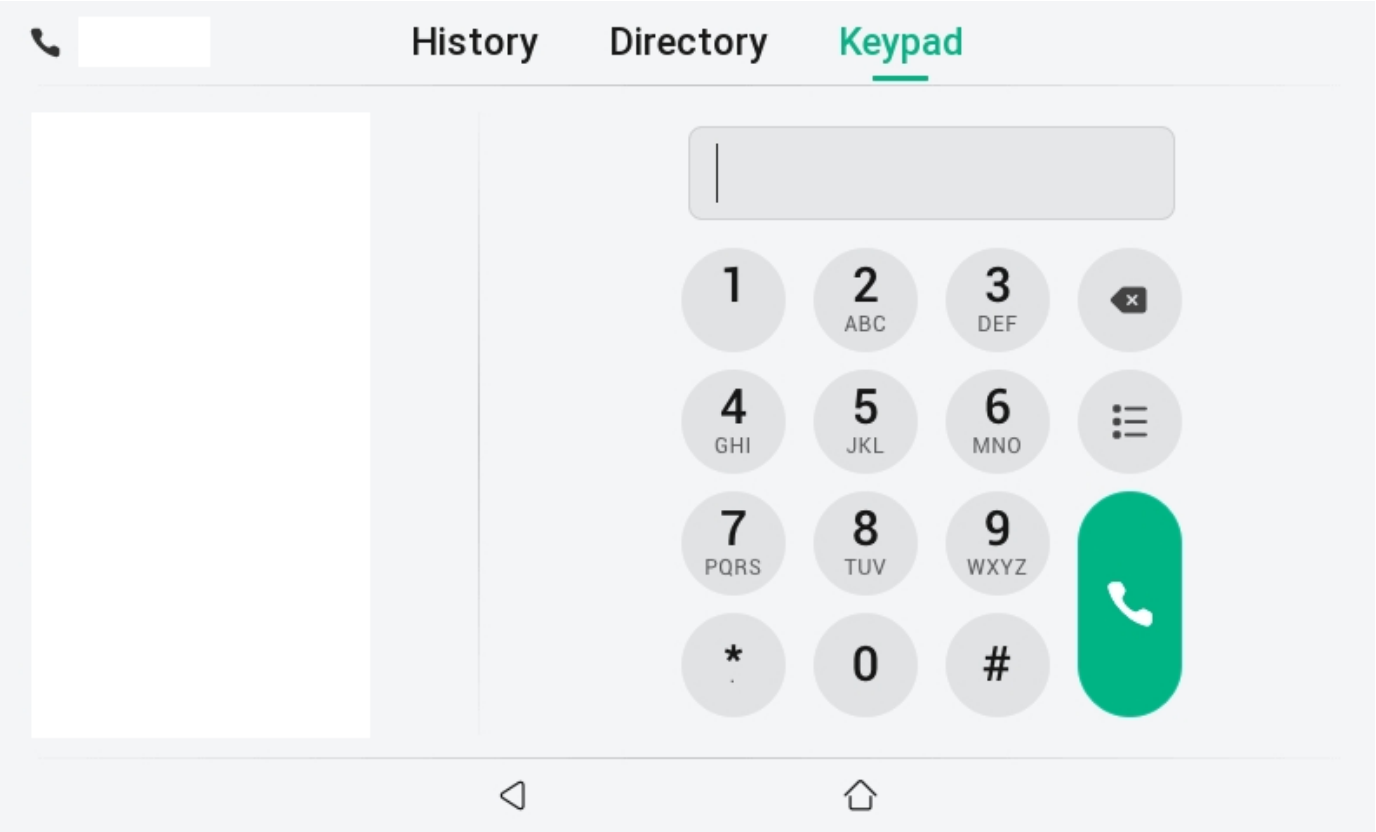


to hide the onscreen keyboard.

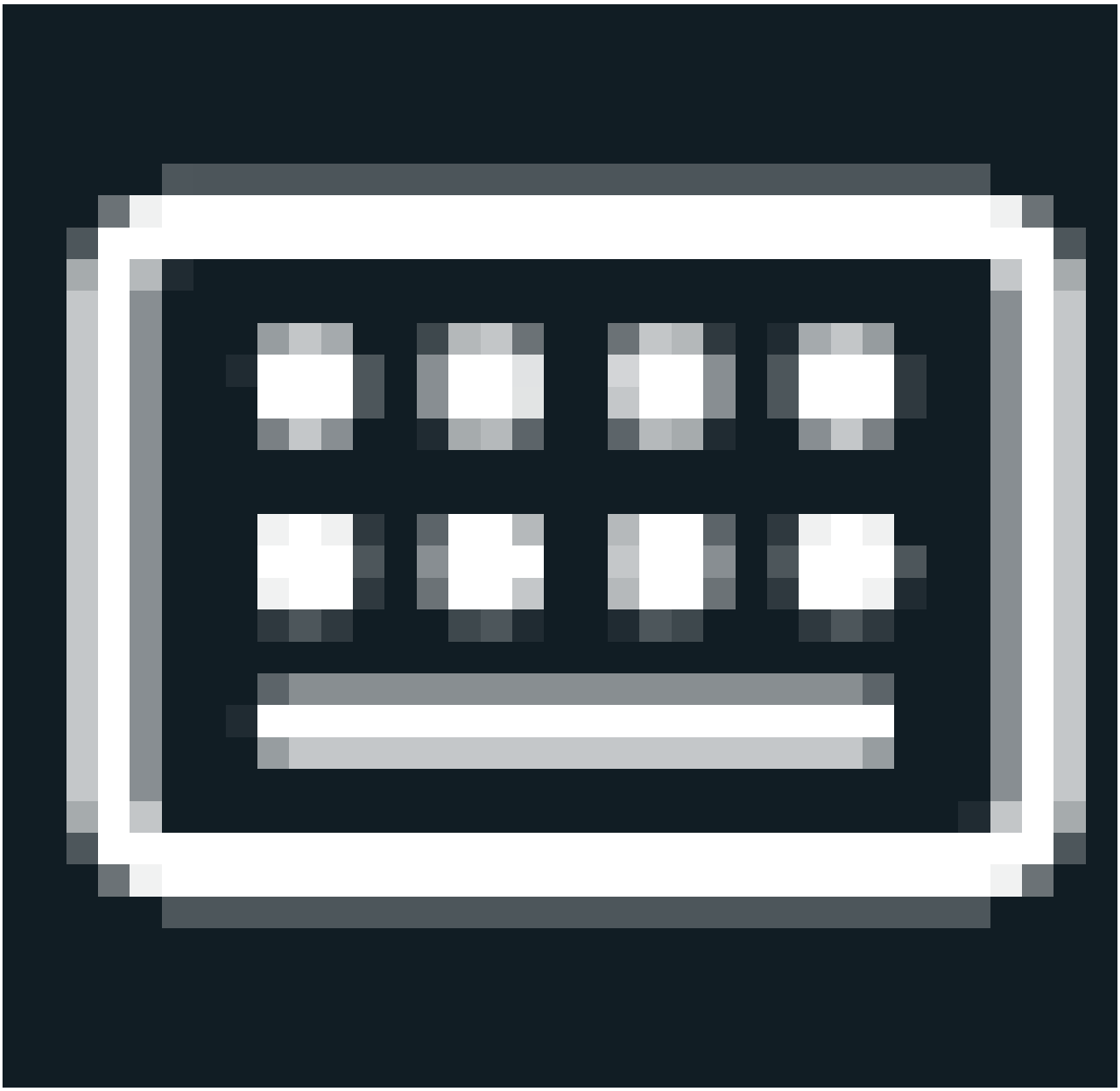
Use Phone Keypad & Dial Pad

You can use the keypad on your phone or the dial pad to enter data. The phone keypad only provides digit keys, # key, and * key, and the dial pad provides digit keys and special characters.

The dial pad is shown below:


History
Directory
Keypad
1
2 ABC
3 DEF
4 GHI
5 JKL
6 MNO
7 PQRS
8 TUV
9 WXYZ
*
0
#

You can tap



to switch to the onscreen keyboard.

T85W

On T85W phones, you can use the keypad keys on your phone to enter or update field information.

The following table describes how to enter different characters using the keypad keys.

Task	Action
Switch input modes	Press the **ABC**, **abc**, **Abc**, **2aB**, or **123** soft key to switch the input modes.
Enter alphas	Select **ABC**, **abc**, **2aB**, or **Abc** mode. Press a keypad key repeatedly to view the character options and stop when the letter you want to enter is displayed in the field. Wait one second, and then enter the next

	letter.
Enter numbers	Select **123** mode, press the corresponding keys.
Enter special characters	Select **ABC**, **abc**, **2aB**, or **Abc** mode, and press * key or # key one or more times to enter one of the following special characters: ①* key: *.,'?!-()@/:_;+&%=<> £ $¥¤[]{}~^¡¿ § #"| ②# key: # ③In **123** mode, you can press the * key to choose the following special characters: .*:/@[].
Insert space	Select **ABC**, **abc**, **2aB**, or **Abc** mode, press the **0** key.
Move cursor	Press the left or right navigation key to position the cursor.
Delete one or more characters	Position the cursor to the right of the character, and select the **Delete** soft key.

Place Calls

Place a Call from Dialer

Introduction

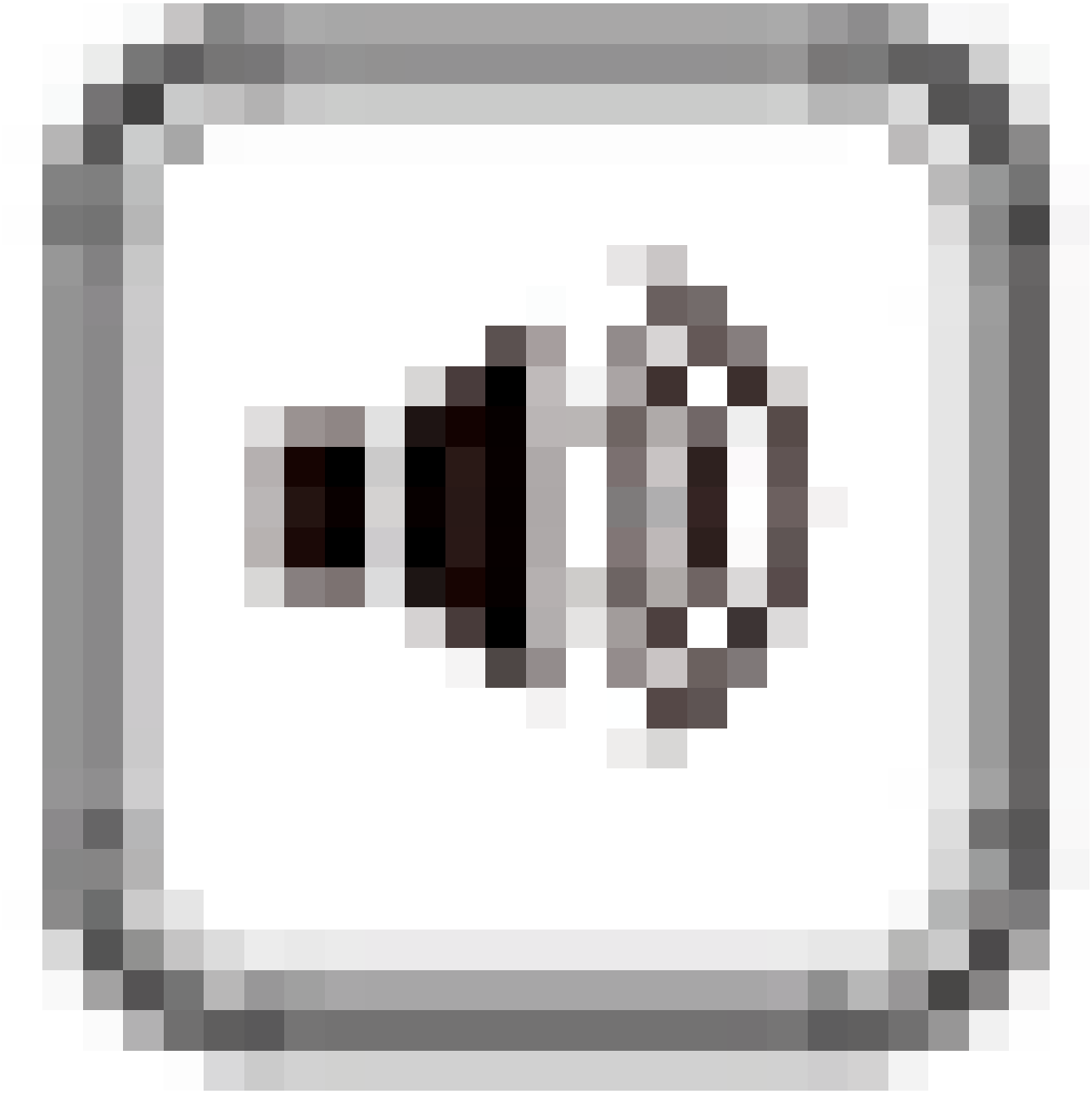
The Dialer enables you to enter a number to place a call and displays a list of previously placed calls or contacts in your directory.

You can also select the desired contact from the search list, the placed call list, or the **Directory**. On the T48S/T48G/48U phones, you can choose the desired contact from the left sidebar or from the Directory or History.

> Your system administrator can configure the source list for searching and disable the placed call records to display.

Procedure

1. Do one of the following:
   - For T3X/T4X/T5X/VP59/T7X/T8X phones:
     - Start typing a phone number.
     - Please select the desired line key (it is not supported by T30P/T30 phones).
     - Pick up the handset, and press the **Speakerphone**/



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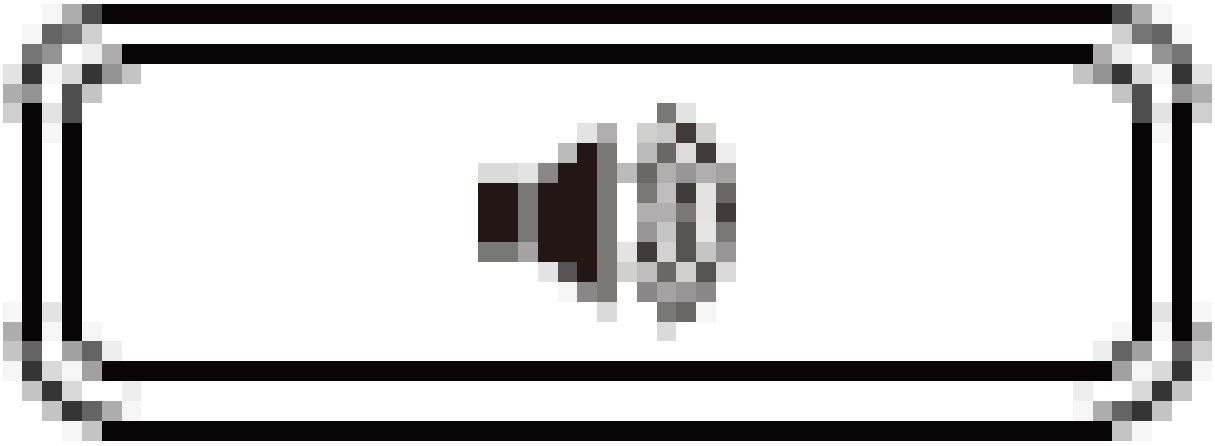
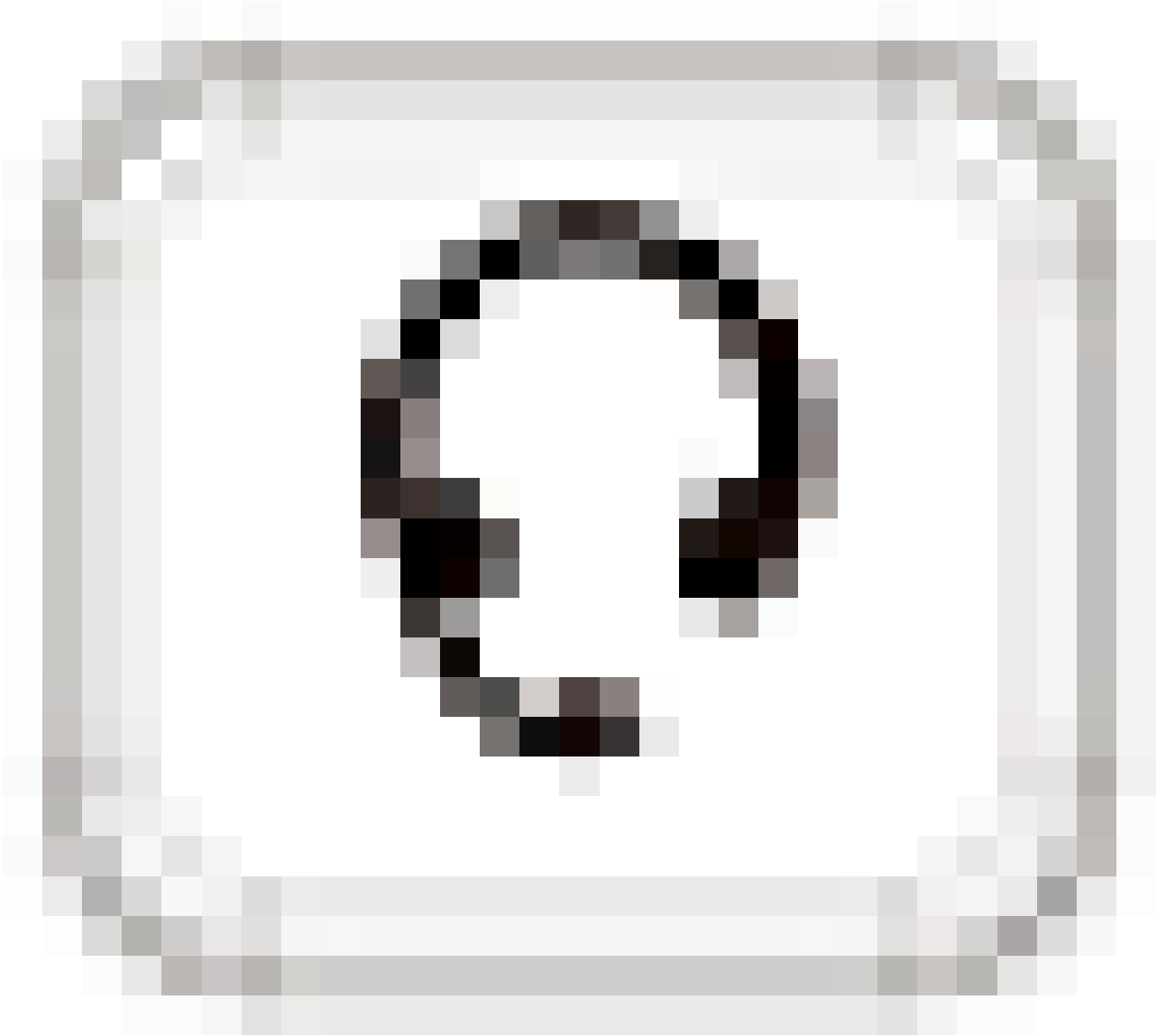


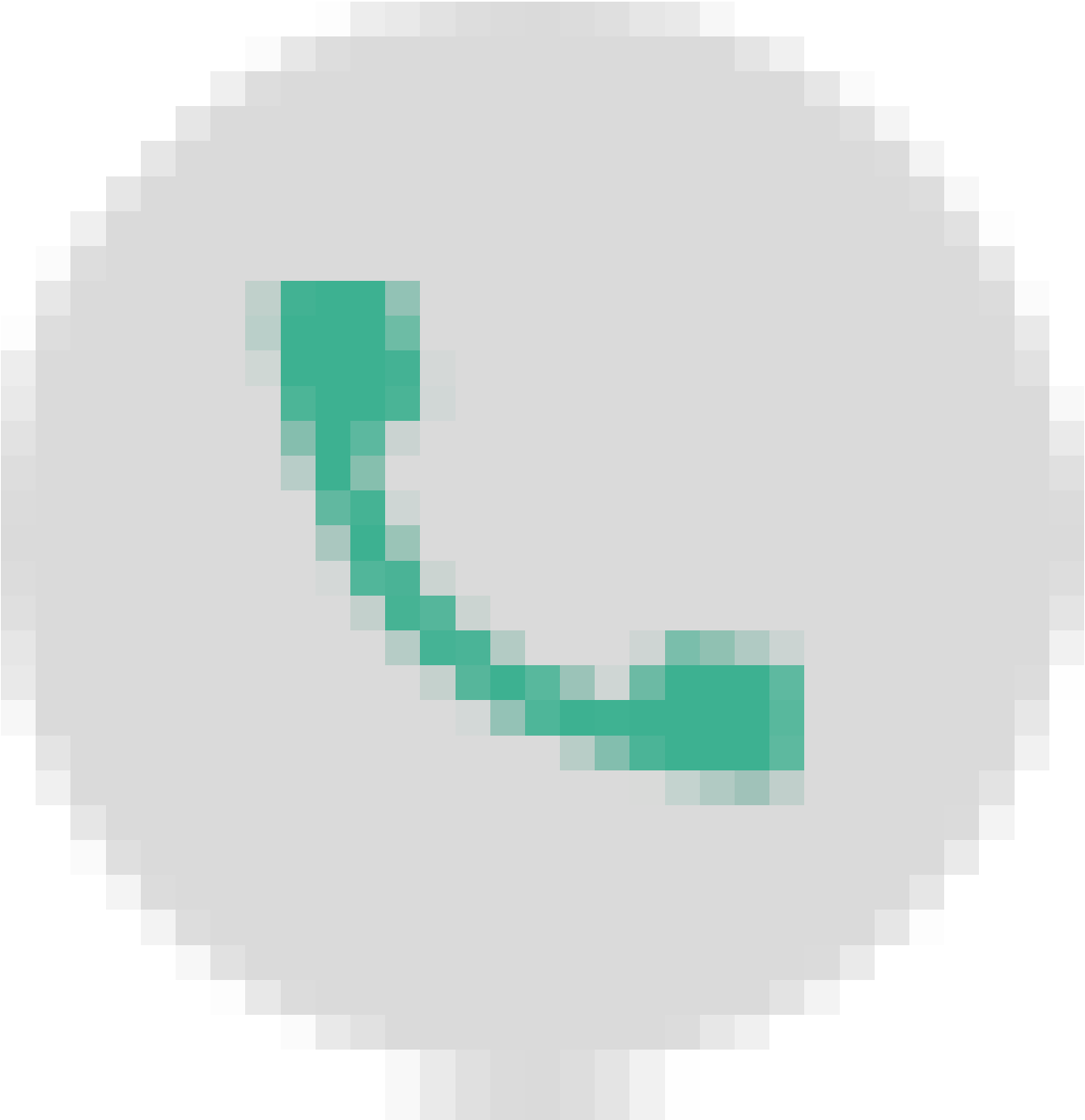
key or the **HEADSET**/

/



key.

- For CP925/CP935W/CP965 phones, select



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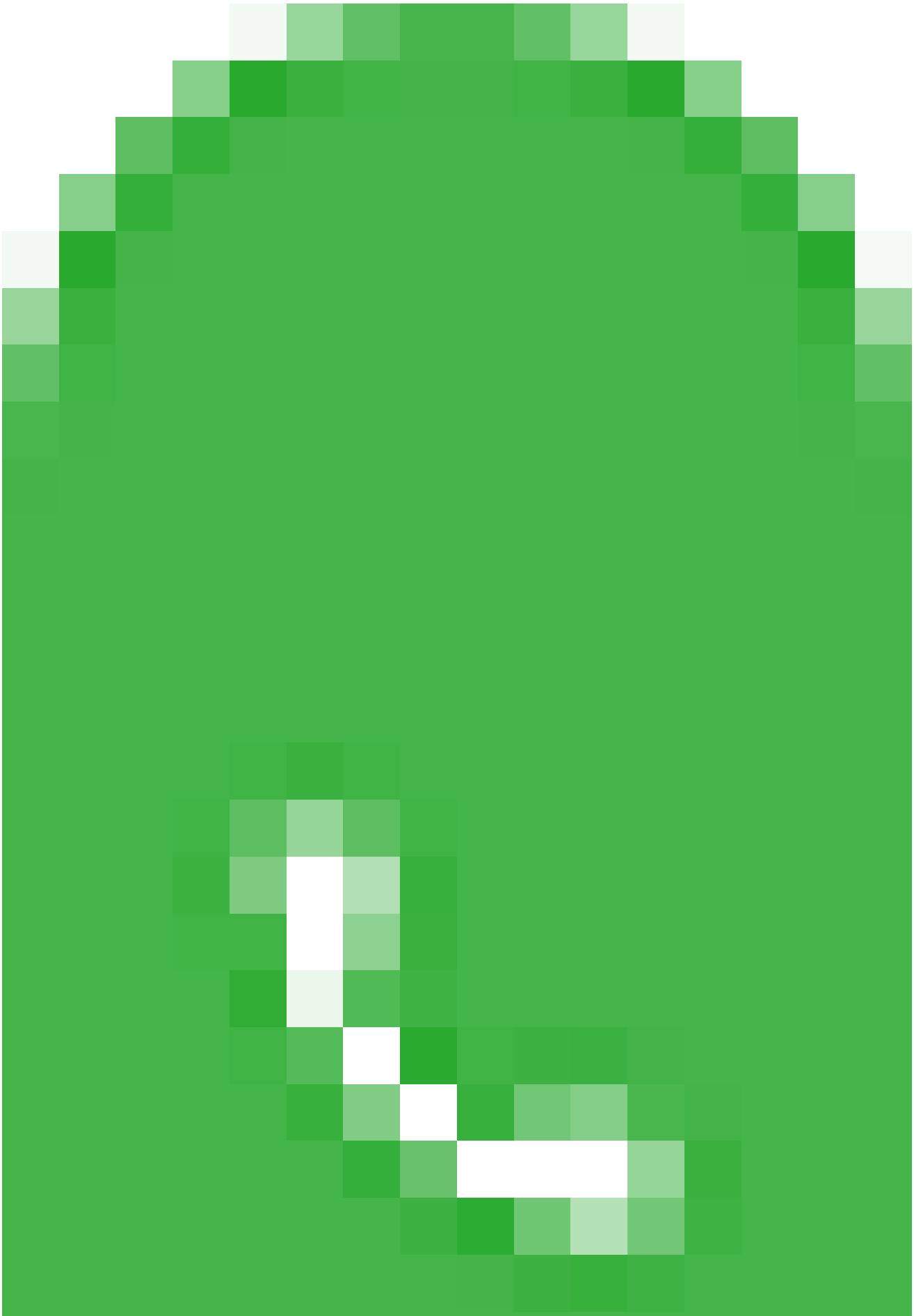
2. Enter a number or select a contact.
3. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W/T85W phones, select **Send** or **Call**.
   - For VP59/T58A/T58W/T77U/T87W phones, select **Send**/



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- For T88W (Pro)/T88V Pro phones, select

  .

- For CP925/CP935W/CP965 phones, select

  .

> Your system administrator can enable the live dialpad feature, which enables your phone to automatically dial out the phone number after a period of time without selecting **Send**.

FAQ

How many video calls are supported in T49G video phone?

Place Multiple Calls

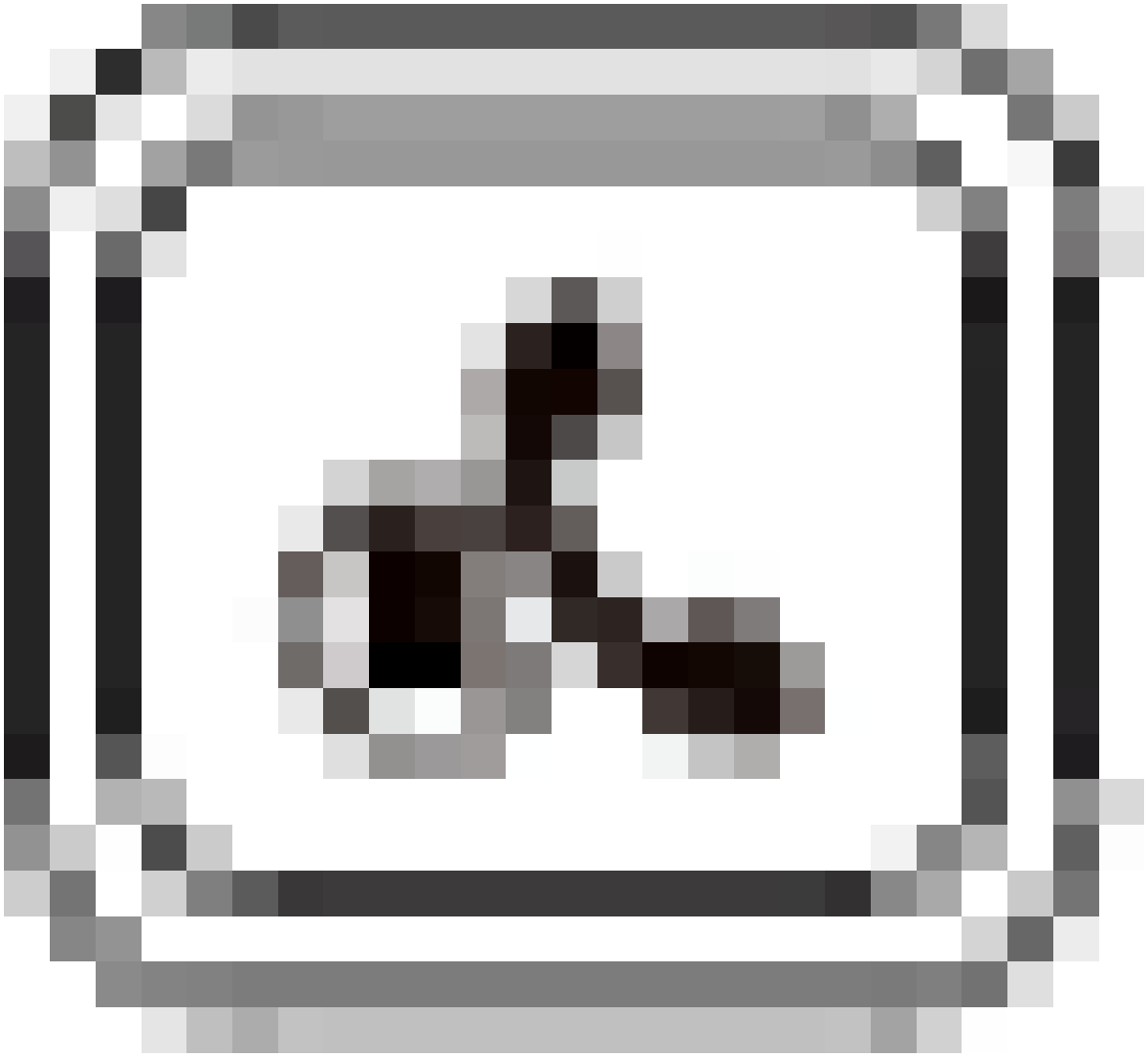
Introduction

When you are on a call, you can hold your current call and place a new call.

Procedure

Do one of the following:

- For T3X/T4X/T53X:
  a. Do one of the following:
    - Select a line key (not supported on the T30P/T30 phones). The active call is placed on hold.
    - Select **Hold** or



to place the original call on hold. Select **New Call** (**NewCall**).

b. Enter the desired number or select a contact.

c. Select **Send** or **Call**.

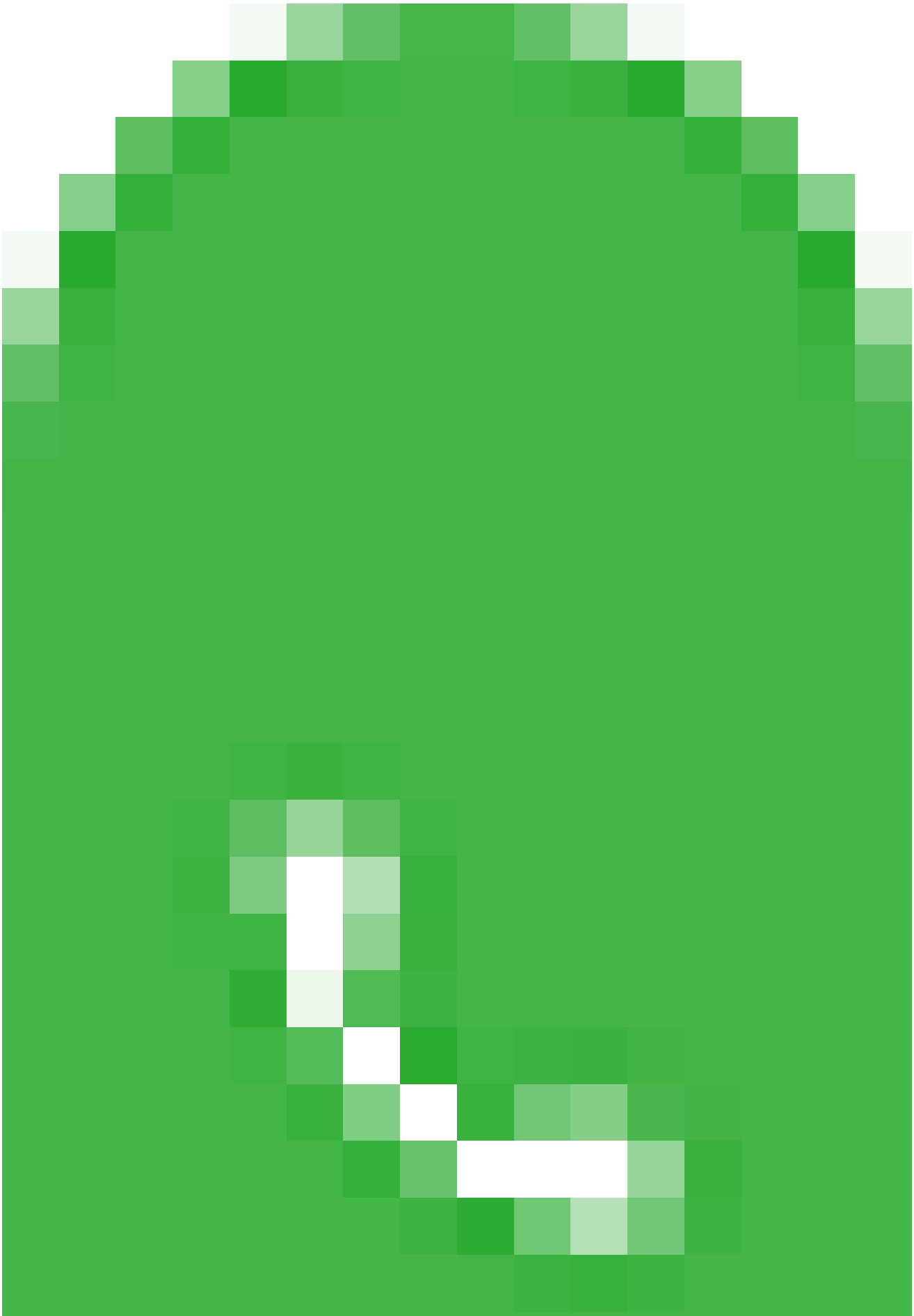
- For VP59/T58A/T58W phones:

  a. Select a line key.

  b. *The active call is placed on hold.*

  b. Enter the desired number or select a contact.

  c. Select **Send**/



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- For CP925/CP935W/CP965:

  a. Do one of the following:

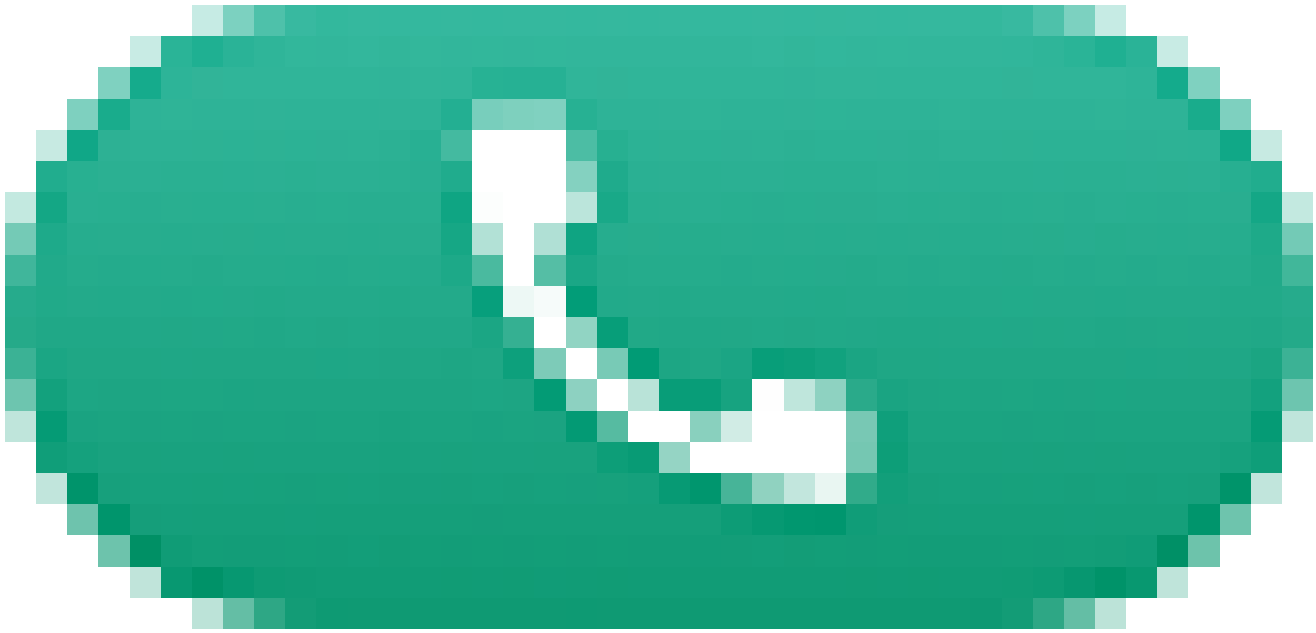
  - Select

    > **New Call**. The active call is placed on hold.
  - Select **Hold** to place the original call on hold.
  - Select

> **New Call**.

b. Enter the desired number or select a contact.

c. Select



.

- For T73U/T73W/T74U/T74W/T85W:

  a. Do one of the following:

  - Select a line key. The active call is placed on hold.
  - Select **Hold** or

    to place the original call on hold. Select **New Call**.

  b. Enter the desired number or select a contact.

  c. Select **Call**.

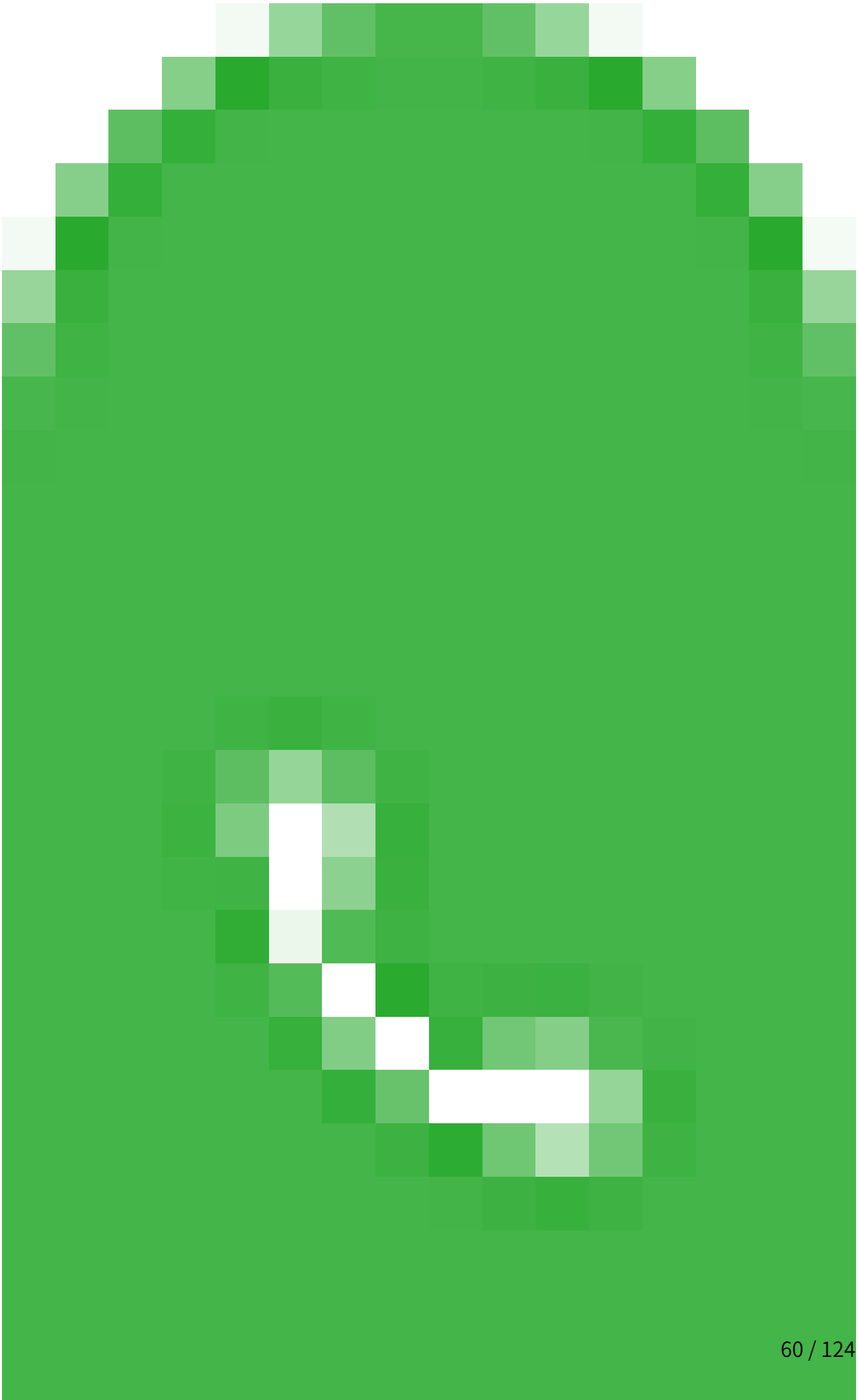
- For T77U/T87W/T88W (Pro)/T88V Pro:

  a. Do one of the following:

  - Select a line key. The active call is placed on hold.
  - Select **More** > **New Call**. The active call is placed on hold.
  - Select **Hold** to place the original call on hold, then select **More** > **New Call**.

  b. Enter the desired number or select a contact.

  c. Select



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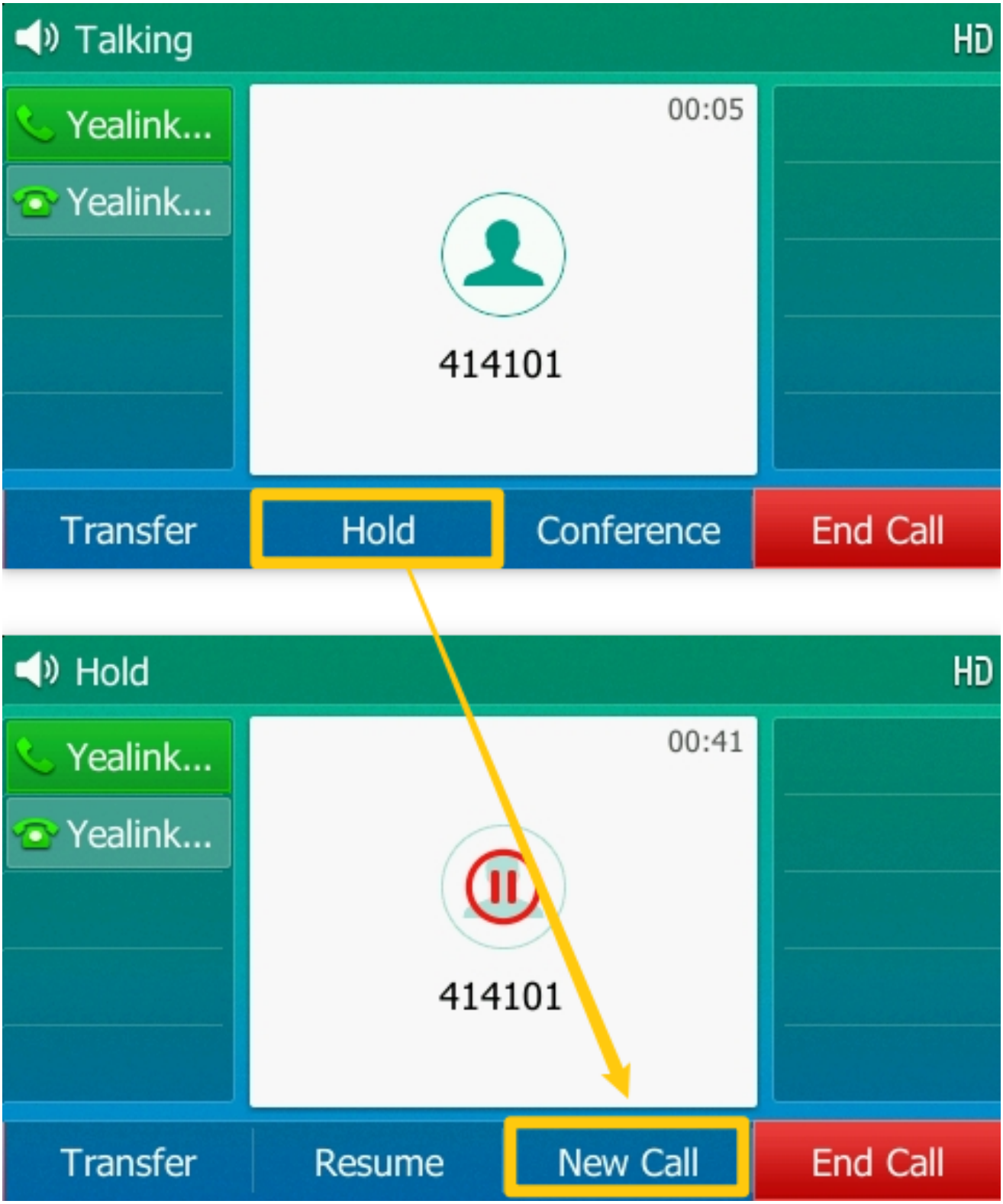
The following takes T54W as an example.



Place Call with Speed Dial

Introduction

You can quickly dial a number by using a Speed Dial key.

Before You Begin

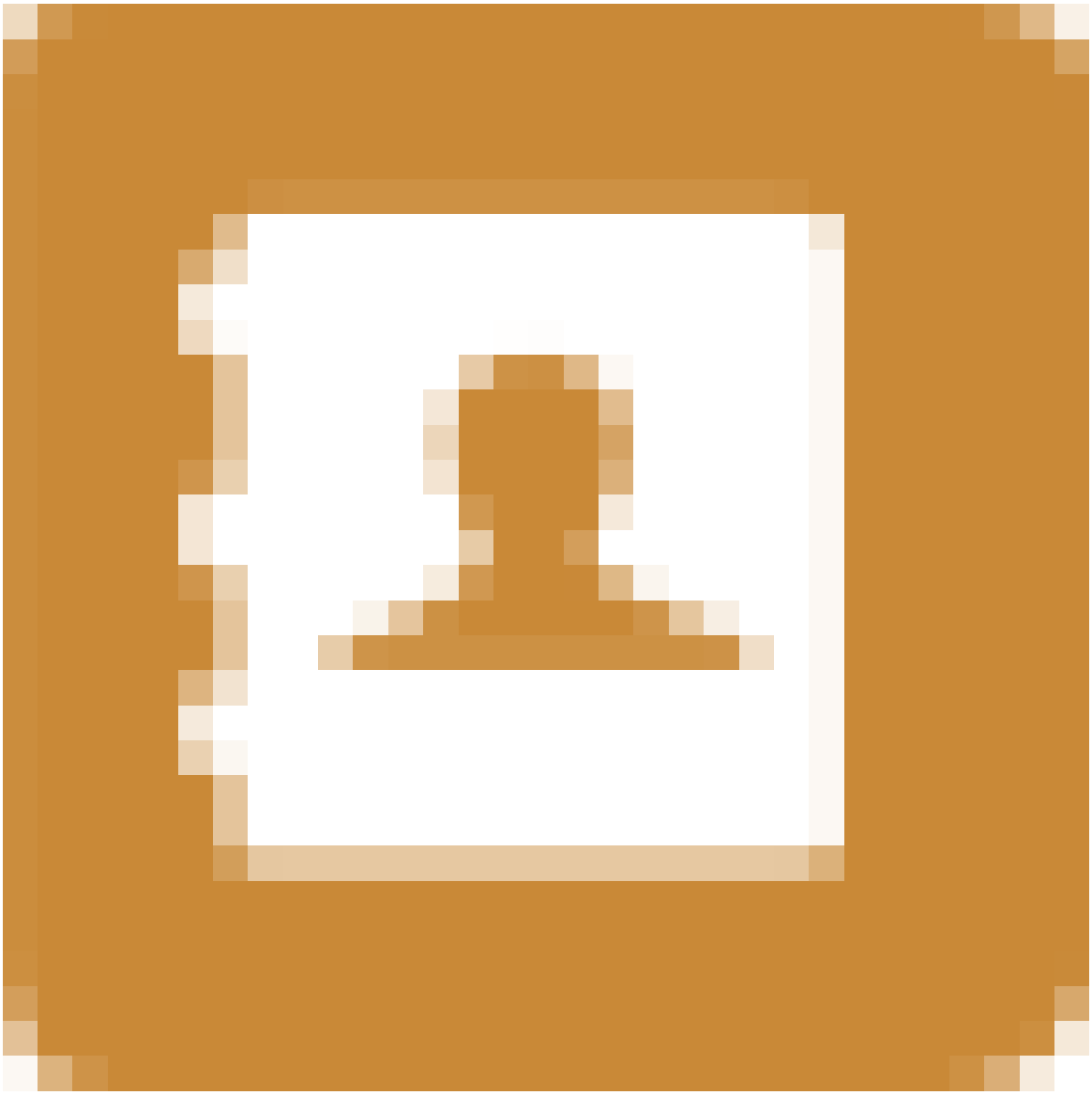
If your system administrator has enabled the Favorites feature on the phone, you cannot manually set a Speed Dial key.

If you are using the T30P/T30 phones, contact your system administrator for assistance setting a Speed Dial key for you.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey**.
  b. Select the desired line key.
  c. Select **SpeedDial** from the **Type** field.
  d. Select the desired line from the **Account ID** field.
  e. Do one of the following:
    - (Optional) Ecnter the string appearing on the phone screen in the **Label** field. Enter the contact number you want to dial diretly in the **Value** field.
    - You can also enter the contact number with the DTMF sequence you want to send in the **Value** field. Commas separate the contact number and DTMF sequence. One comma stands for 500 milliseconds. For example, **1234,123#** means the phone dials out the number 1234 first, and then after the call is set up for 1 second, it sends the DTMF sequence 123# to the remote party.
    - For T33P/T33G/T46S/T46G/T46U/T54W/T53C/T53W/T53/T73U/T73W/T74U/T74W/T85W phones, select the **Label** or **Value** field. Select **Directory** (**Dir**) to select the desired contact from the Directory list.
    - For T48S/T48G/T48U phones, select

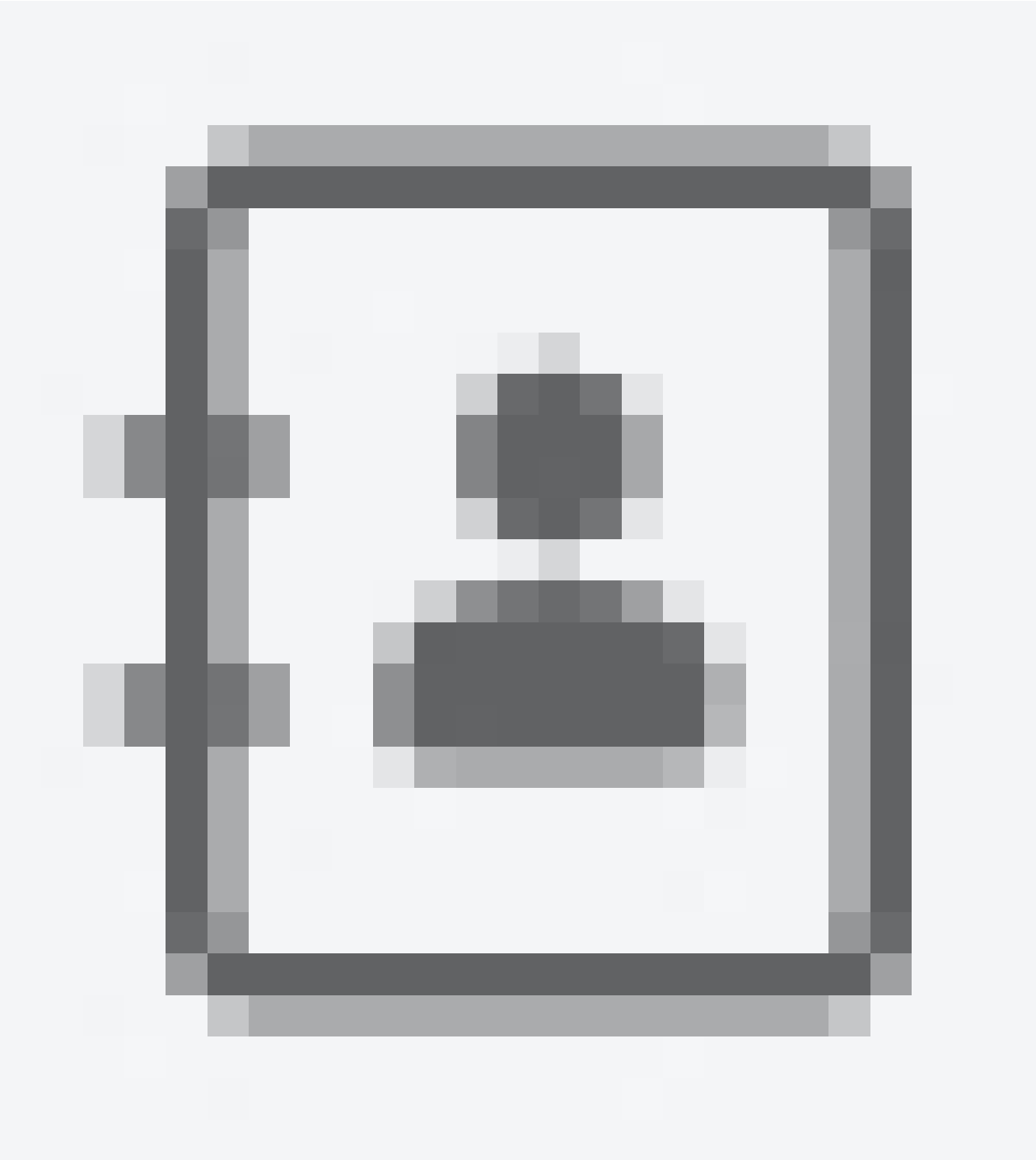


to select the desired contact.

- For T57W phones, select

to select the desired contact.

- For T77U/T87W phones, select



to select the desired contact.

f. Select **Save**.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Dsskey**.

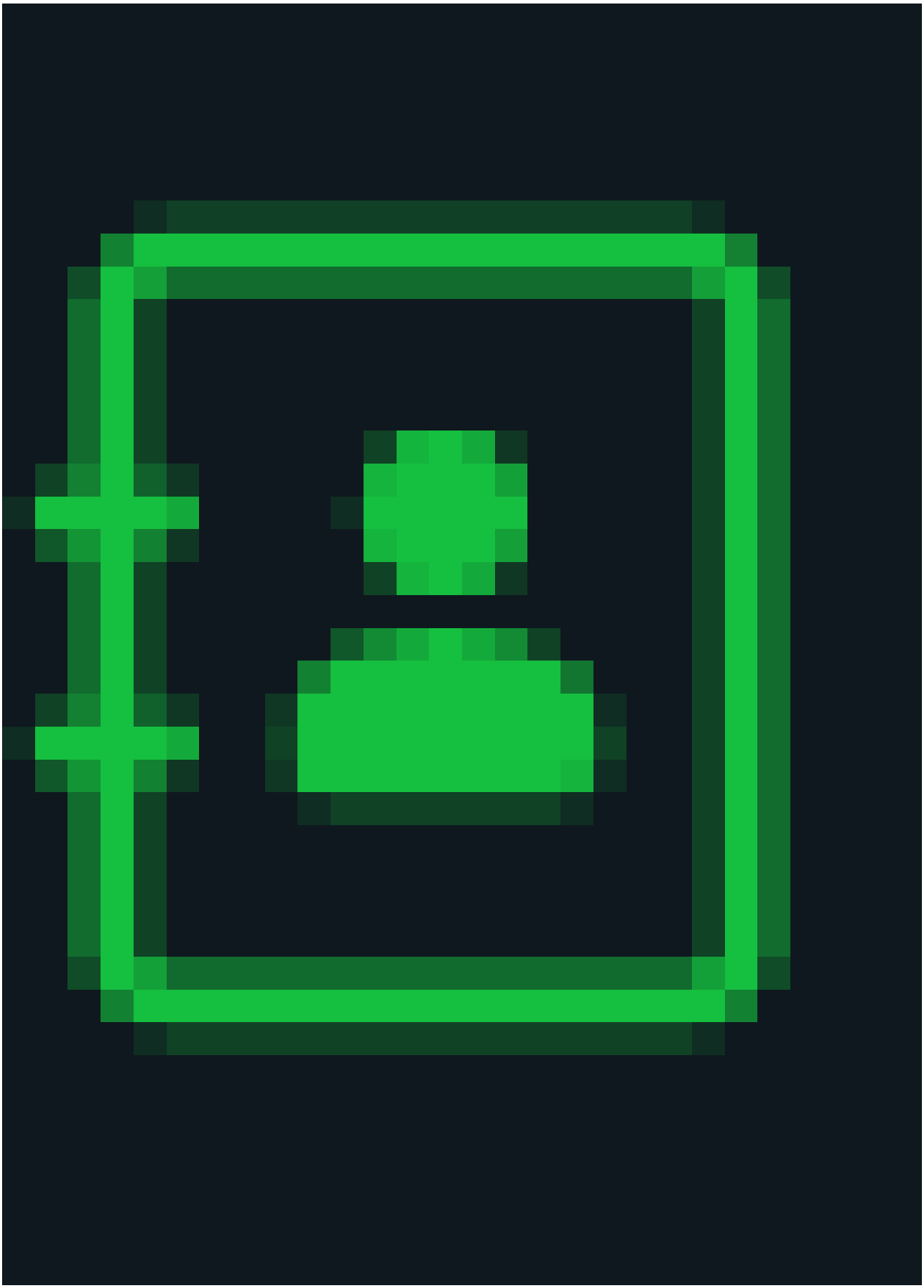
  c. Select the desired line key.

  d. Select **SpeedDial** from the **Type** field.

  e. Select the desired line from the **Account ID** field.

  f. Do one of the following:

- (Optional) Enter the string appearing on the phone screen in the **Label** field. Enter the contact number you want to dial directly in the **Value** field.
- You can also enter the contact number with the DTMF sequence you want to send in the **Value** field. Commas separate the contact number and DTMF sequence. One comma stands for 500 milliseconds. For example, **1234,123#** means the phone dials out the number 1234 first, and then after the call is set up for 1 second, it sends the DTMF sequence 123# to the remote party.
- Select



to select the desired contact.

- For VP59/T58A/T58W phones:

  a. Swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Features** > **Dsskey**.

c. Select the desired line key.

d. Select **SpeedDial** from the **Type** field.

e. Select the desired line from the **Account ID** field.

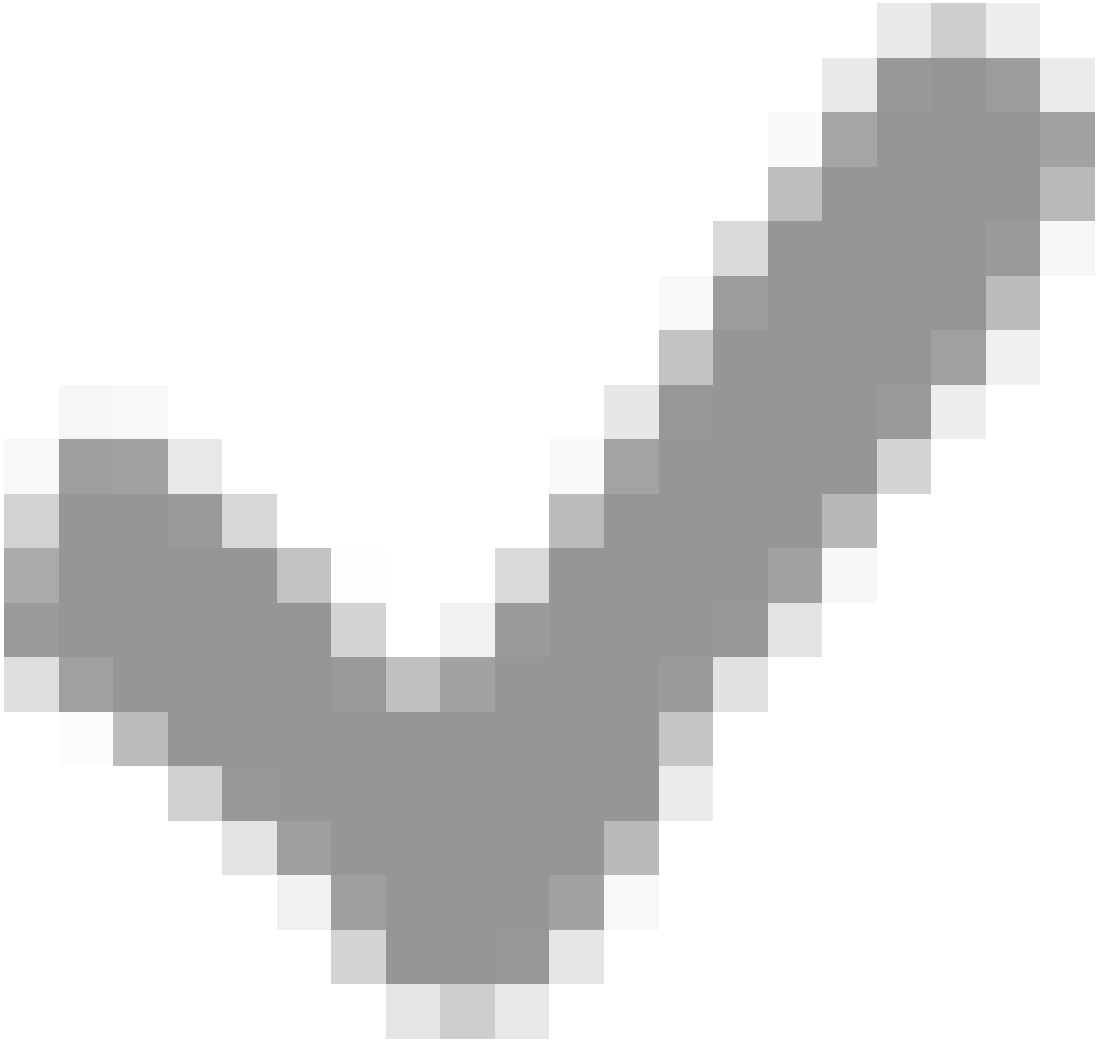
> If your phone is connected to your mobile phone via Bluetooth, you can select **My Mobile** in the **Account ID** field.

f. Do one of the following:

- (Optional) Enter the string appearing on the phone screen in the **Label** field. Enter the contact number you want to dial directly in the **Value** field.
- You can also enter the contact number with the DTMF sequence you want to send in the **Value** field. Commas separate the contact number and DTMF sequence. One comma stands for 500 milliseconds. For example, **1234,123#** means the phone dials out the number 1234 first, and then after the call is set up for 1 second, it sends the DTMF sequence 123# to the remote party.
- Select

to select the desired contact.

g. Select



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- For CP925/CP935W/CP965 phones:

  a. Tap **Dsskey**.

  b. Select the desired line key.

  c. Select

.

d. Select **SpeedDial** from the **Type** field.

e. Select the desired line from the **Account ID** field.

f. Do one of the following:

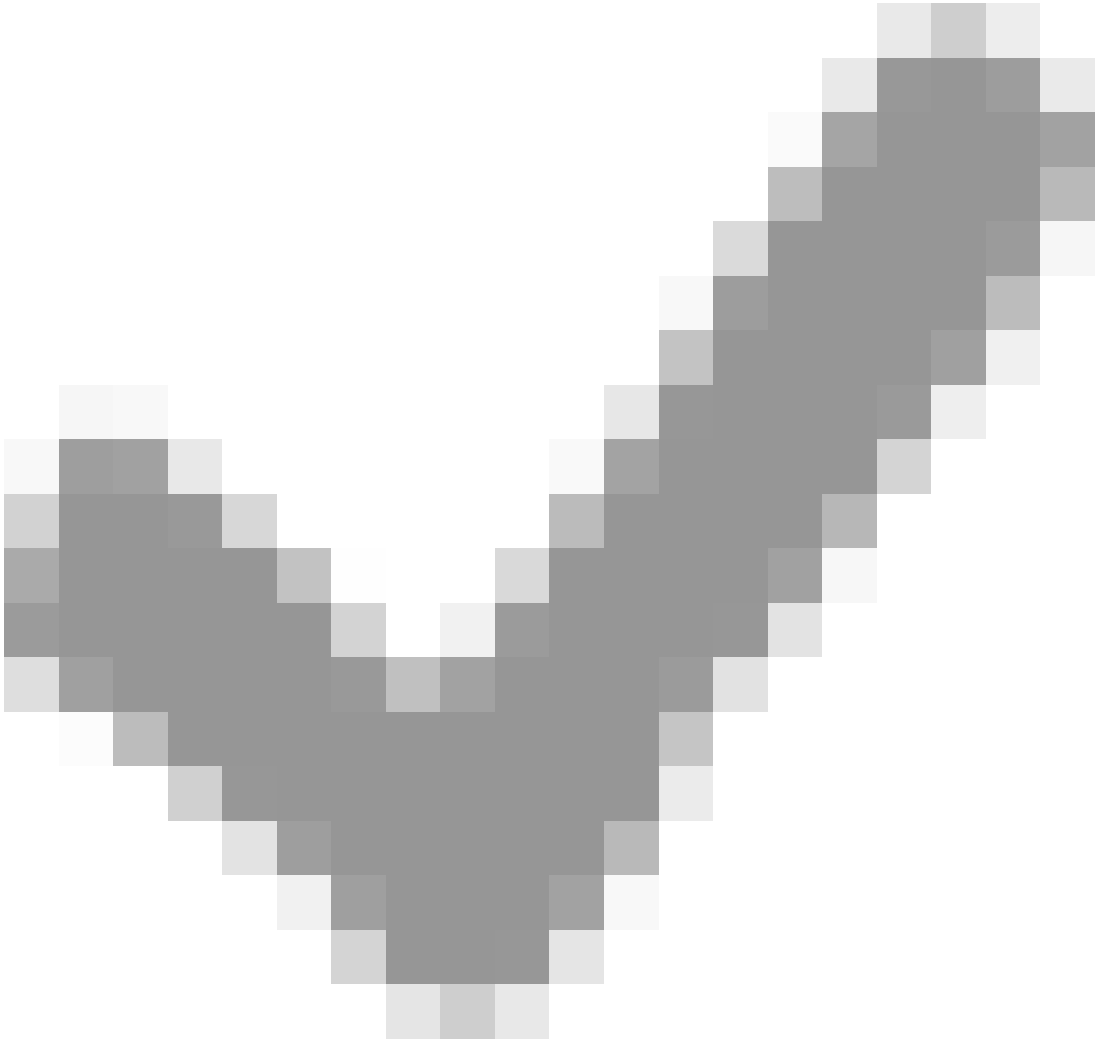
- (Optional) Enter the string appearing on the phone screen in the **Label** field. Enter the contact number you want to dial directly in the **Value** field.
- You can also enter the contact number with the DTMF sequence you want to send in the **Value** field. Commas separate the contact number and DTMF sequence. One comma stands for 500 milliseconds. For example, **1234,123#** means the phone dials

out the number 1234 first, and then after the call is set up for 1 second, it sends the DTMF sequence 123# to the remote party.

- For CP925/CP935/CP965 phones, select

to select the desired contact.

g. Select



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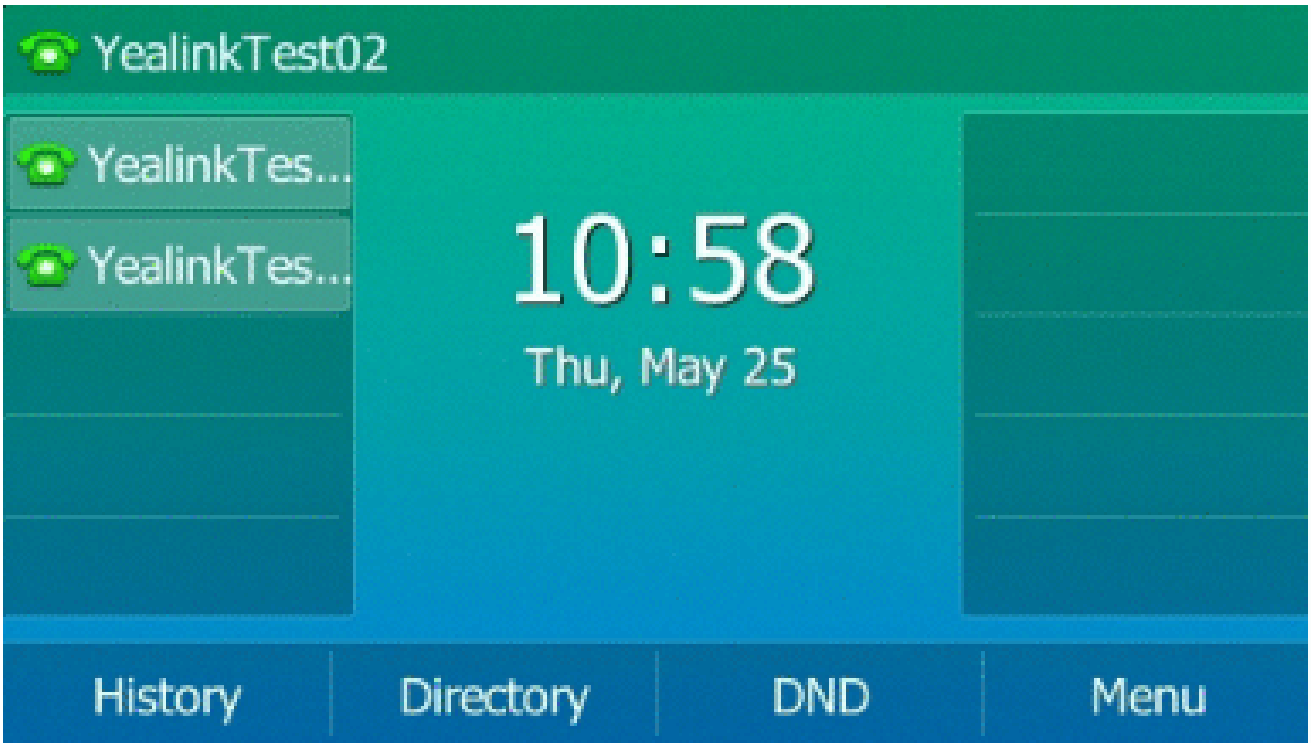
The following takes T54W as an example.



By default, you can press and hold the desired line key to set it.

When the phone is idle, you can press the Speed Dial key to call a contact quickly. The phone calls a contact using the configured line by default. If you want to call a contact using another line, you can press the line key first and then the Speed Dial key.

You can press the Speed Dial key to select a transfer mode during a call. Check with your system administrator to see if this feature is available on the phone.

Call Back to Last Incoming Call

Introduction

You can redial the last incoming number quickly by using a Recall key.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Key Event** from the **Type** field.
  d. Select **Recall** from the **Key Type** field.
  e. (Optional) Enter the string appearing on the phone screen in the **Label** field.
  f. Select **Save**.

- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Dsskey**.
  c. Select the desired line key.
  d. Select **Key Event** from the **Type** field.
  e. Select **Recall** from the **Key Type** field.
  f. (Optional) Enter the string appearing on the phone screen in the **Label** field.
  g. Select **Save**.
- For CP925/CP935W/CP965 phones:
  a. Tap **Dsskey**.
  b. Select the desired line key.
  c. Select

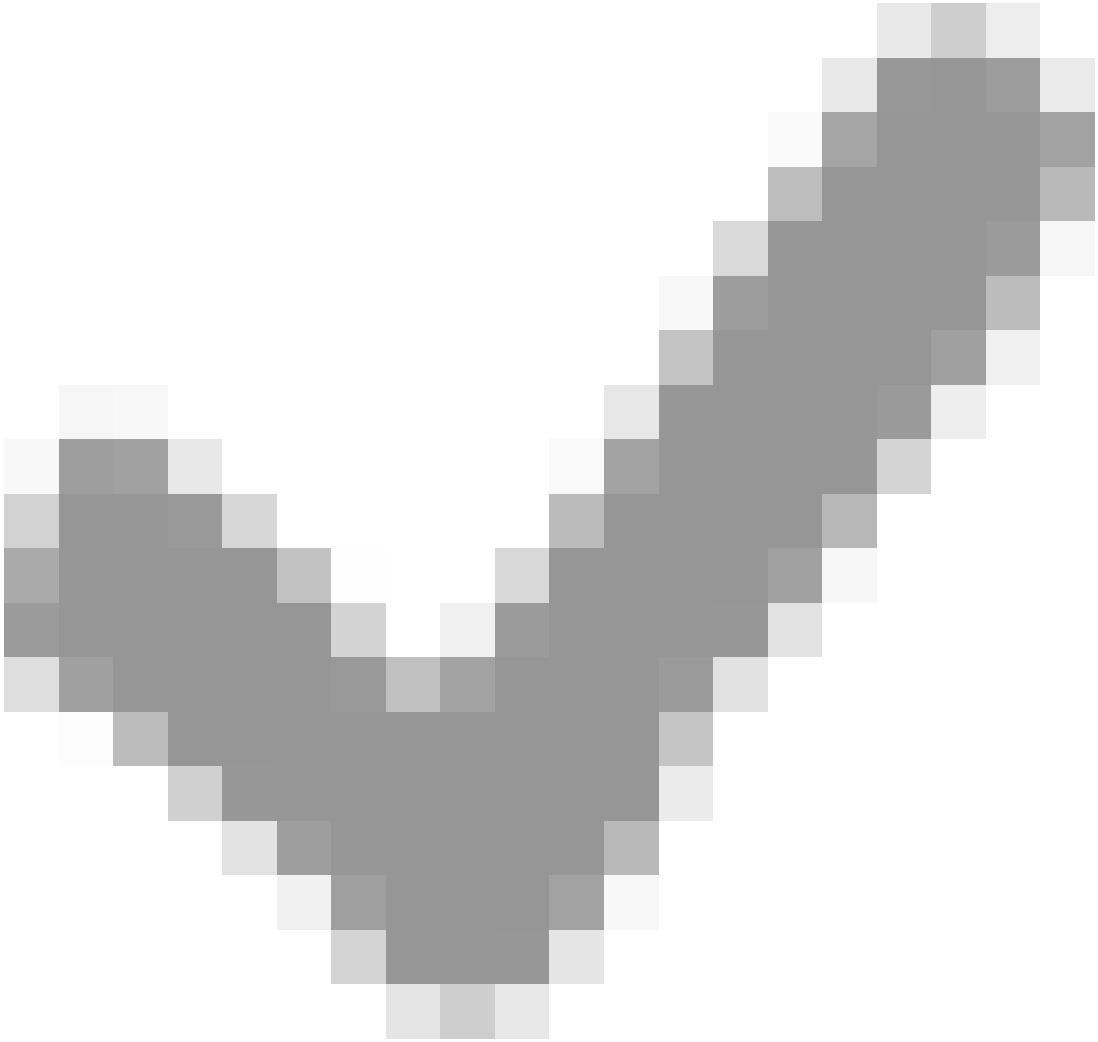
.

d. Select **Key Event** from the **Type** field.

e. Select **Recall** from the **Key Type** field.

f. (Optional) Enter the string appearing on the phone screen in the **Label** field.

g. Select



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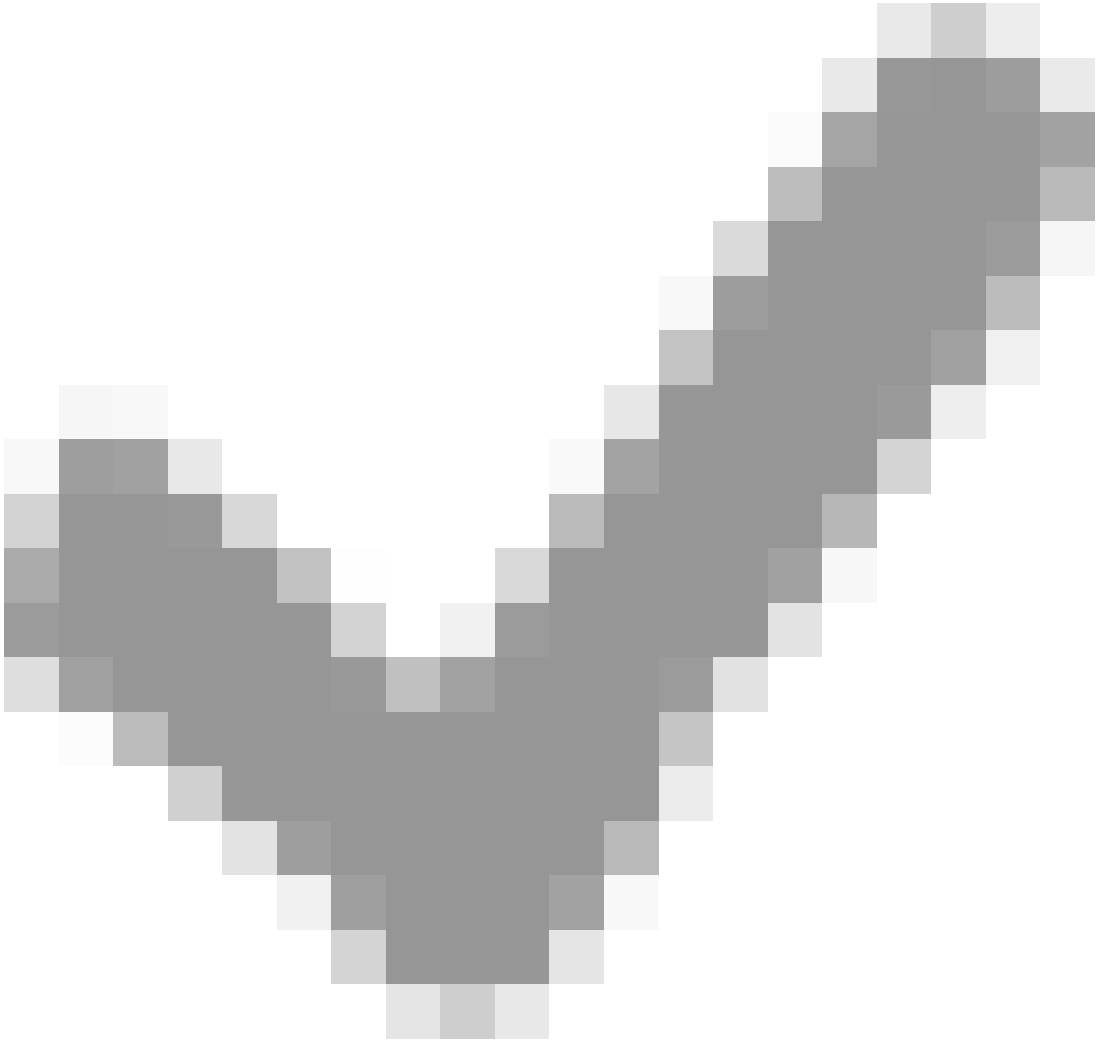
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Features** > **Dsskey**.
  c. Select the desired line key.
  d. Select **Key Event** from the **Type** field.
  e. Select **Recall** from the **Key Type** field.
  f. (Optional) Enter the string appearing on the phone screen in the **Label** field.
  g. Select



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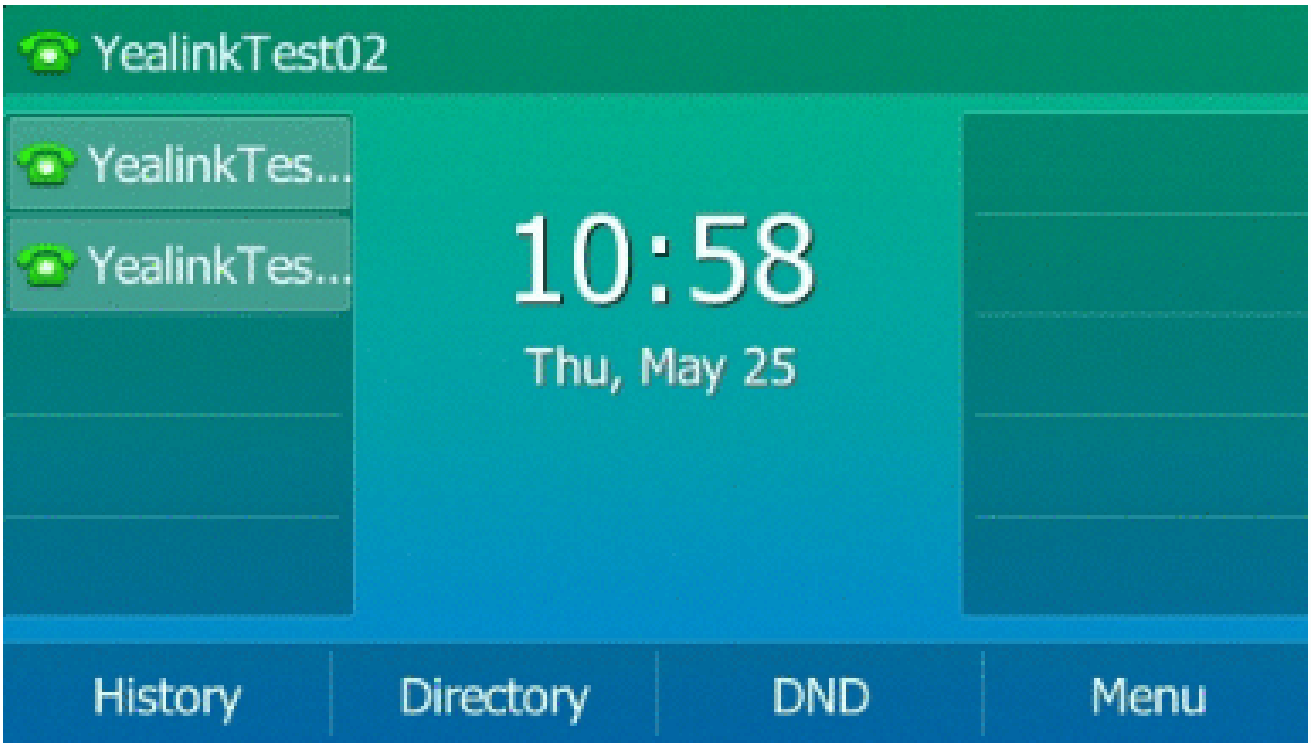
The following takes T54W as an example.



By default, you can press and hold the desired line key to set it.

Press the Recall key when the phone is idle to quickly redial the last incoming number.

Redial Number

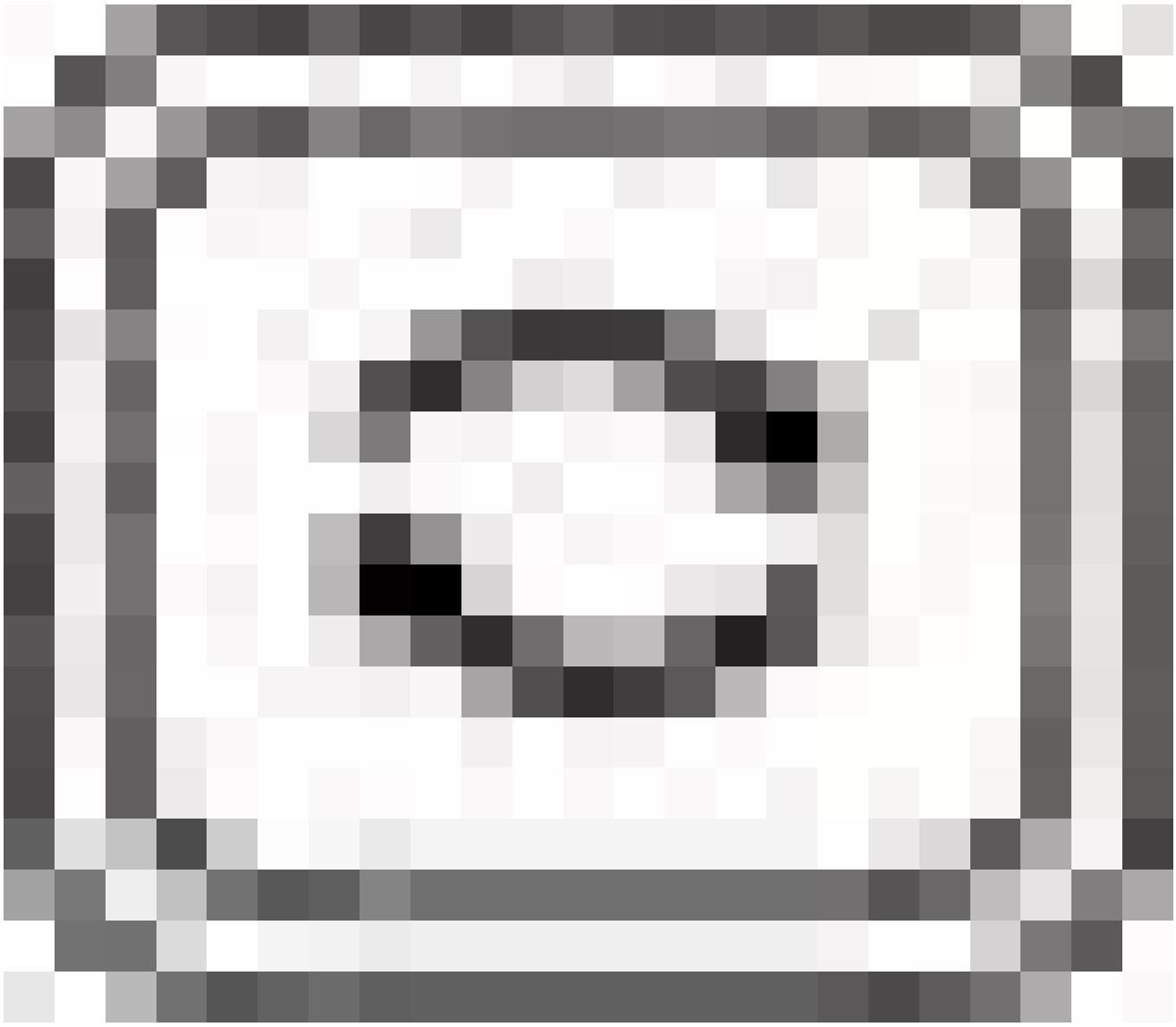
Introduction

The phone keeps a record of all the placed calls. You can recall the contact you recently called.

It is not applicable to CP925/CP935W/CP965.

Procedure

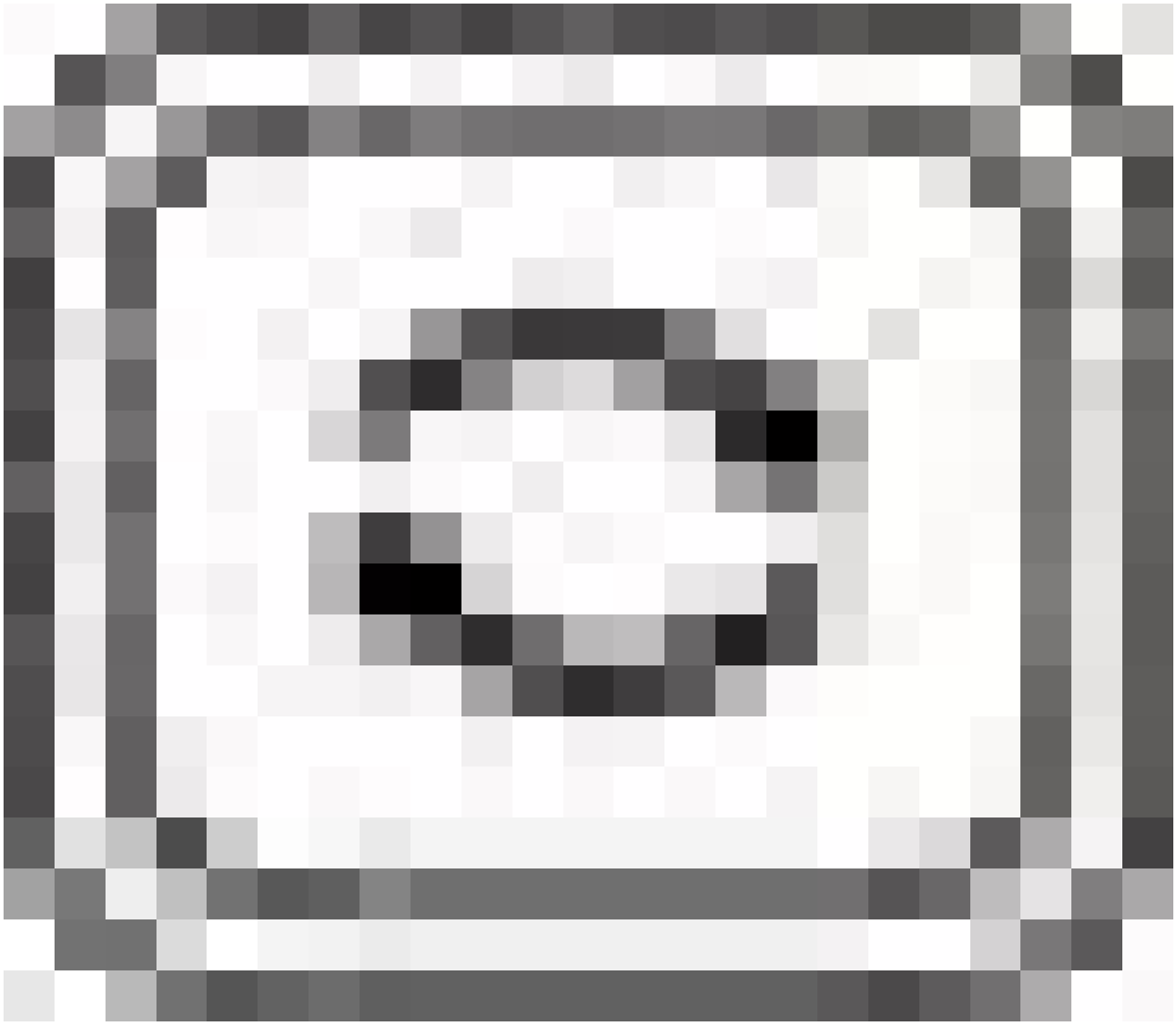
1. Press the **REDIAL** key



.

1
2 ABC
3 DEF
4 GHI
5 JKL
6 MNO
7 PQRS
8 TUV
9 WXYZ
* .
0
SEND

3. *A record of **Placed Calls** is displayed on the phone screen.*
2. Select the desired record, and select **Send** or **Call** or press



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Press the **REDIAL** key twice to recall the contact you called.

Dial Hotline Number

Introduction

When the phone is off-hook, it will dial the hotline number automatically after the designated delay time.

Procedure

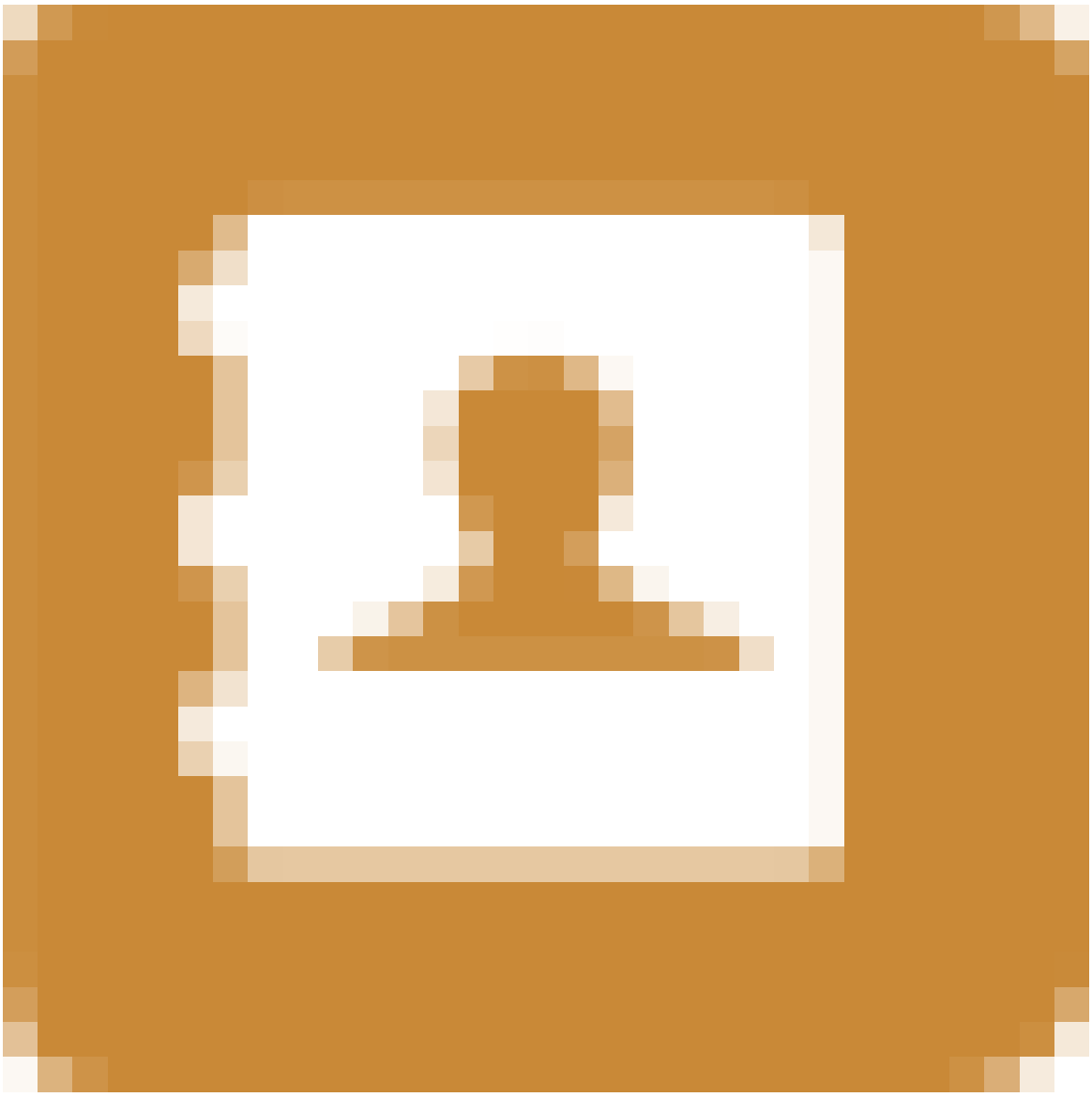
Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:

  a. Go to **Menu** > **Features** > **Hot Line** or go to **Menu** > **Features** > **Others** > **Hot Line**.

b. Do one of the following:

- Enter the desired number in the **Hotline Number** field.
- Press **Directory** (**Dir**) and select a desired contact from the Directory list.
- For T48S/T48G/T48U phones, select

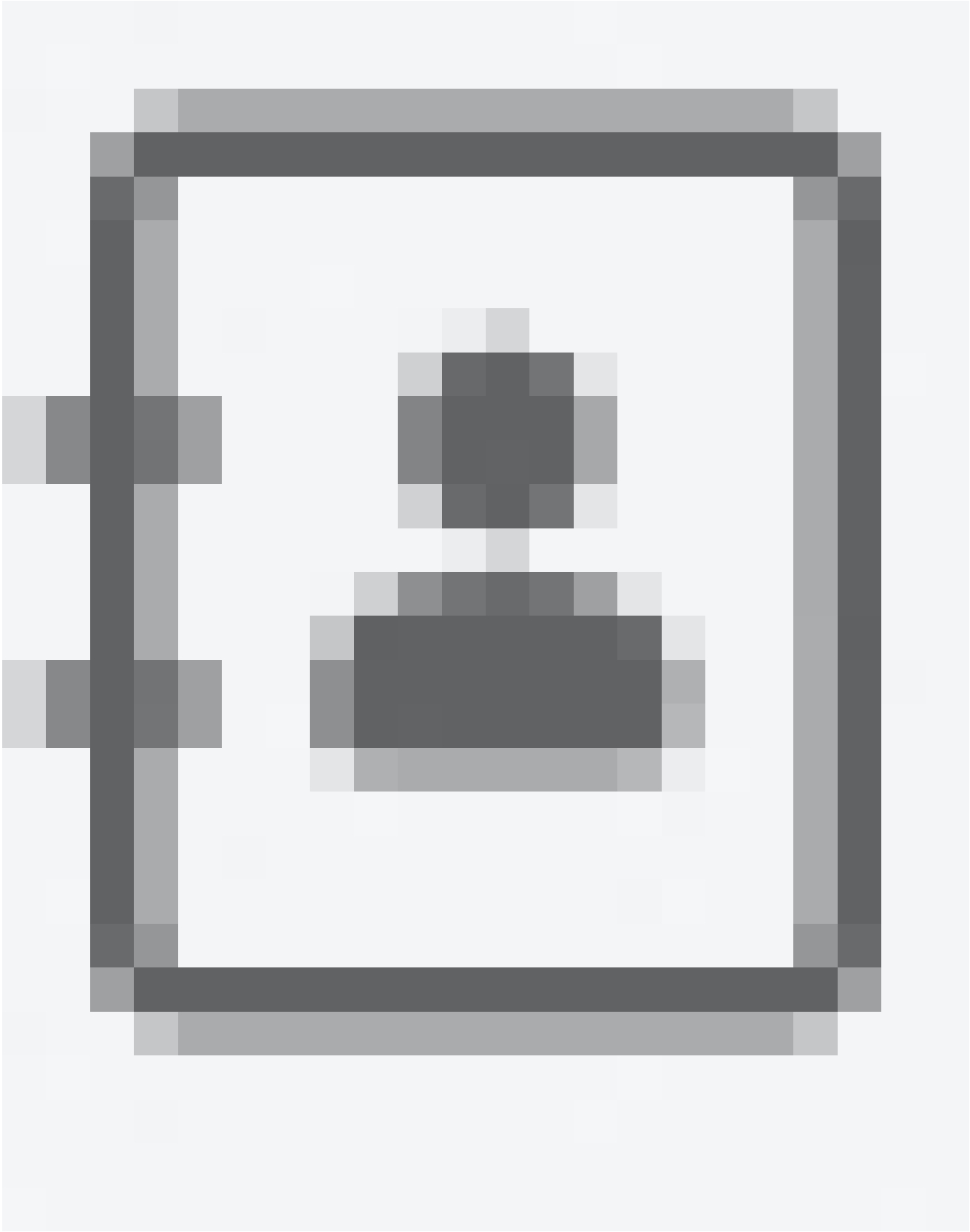


to select the desired contact.

- For T57W phones, select

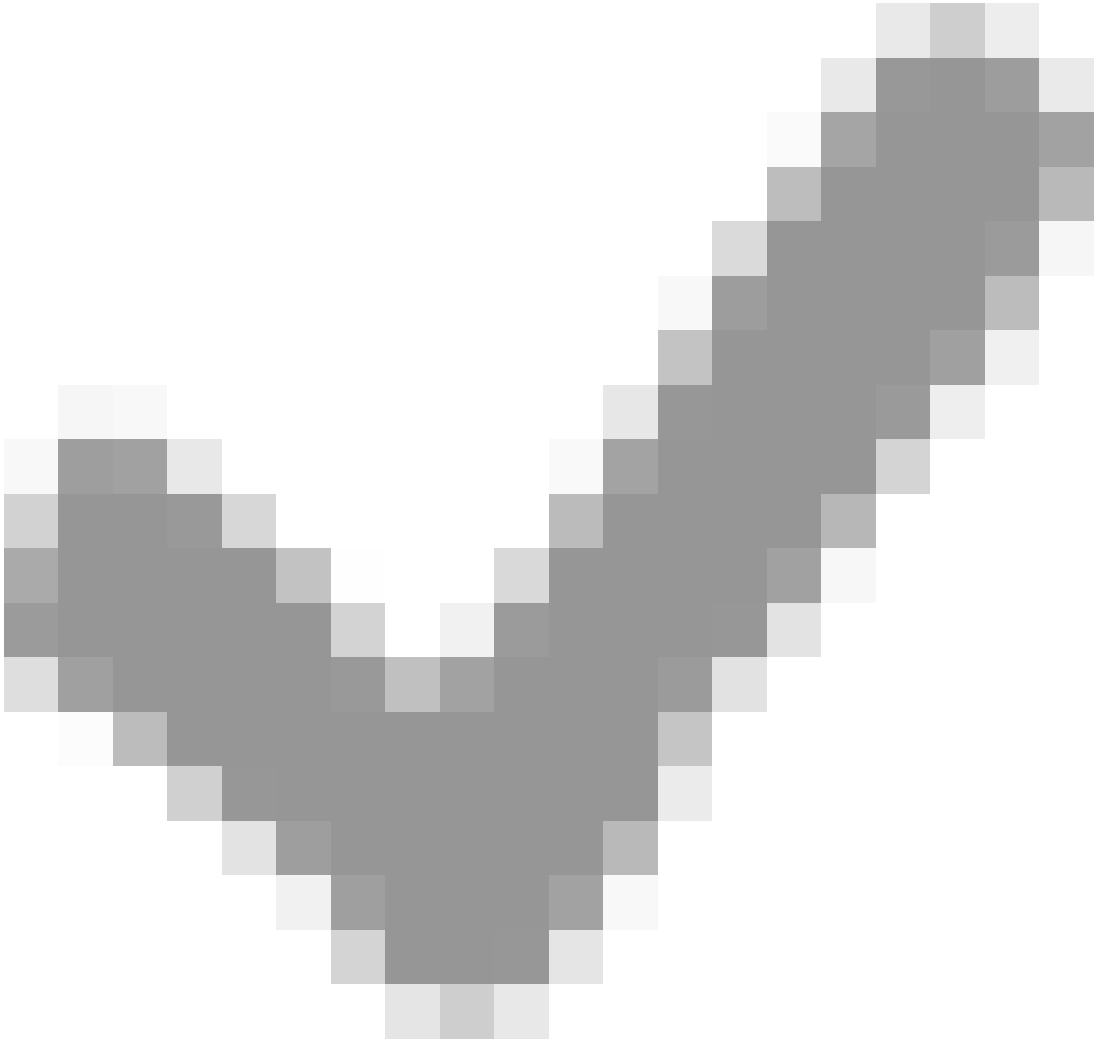
in the **Hotline Delay** field.

- For T77U/T85W/T87W phones, select



to select the desired contact.

c. Select **Save** or



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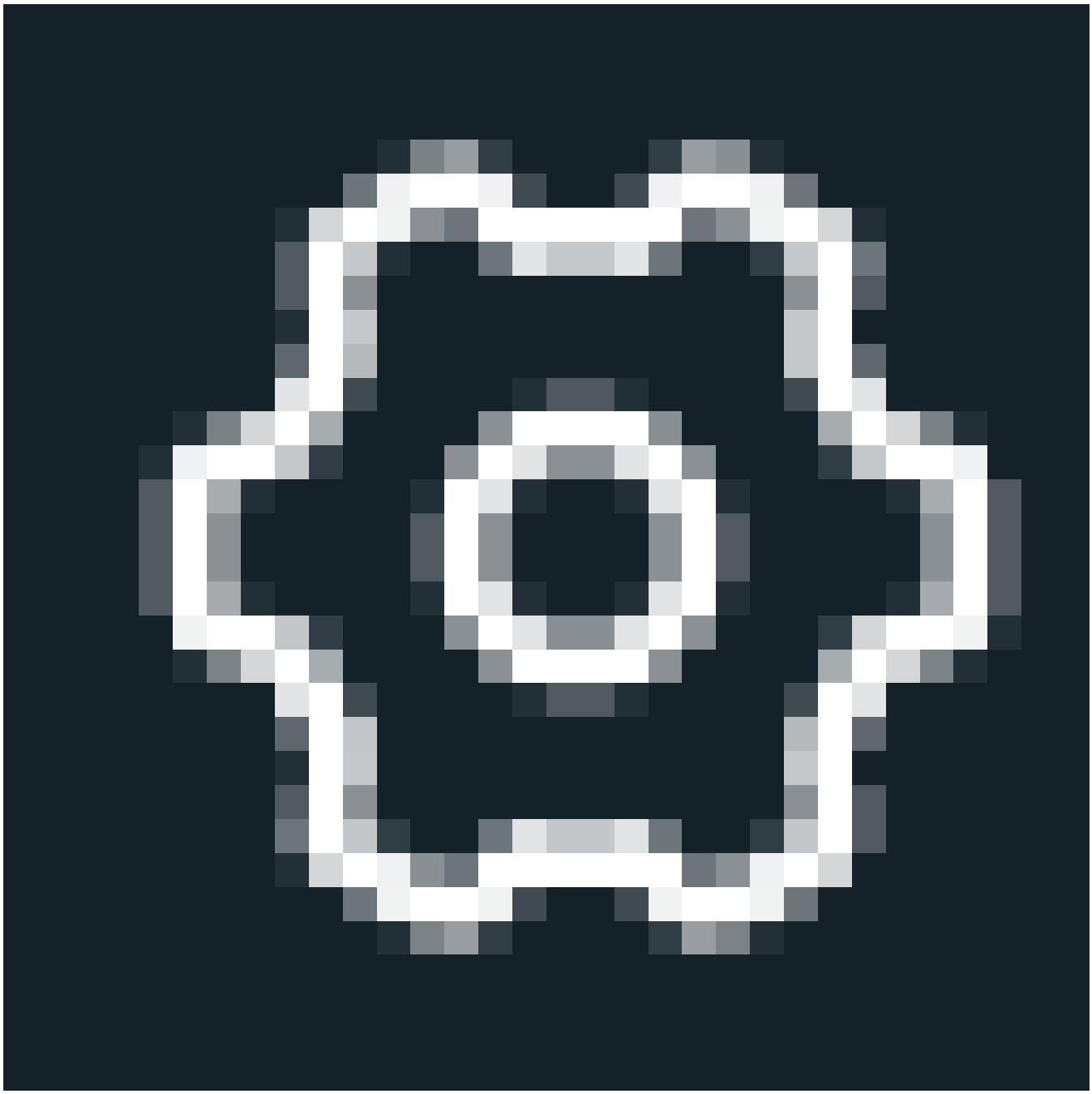
- For T88W (Pro)/T88V Pro phones:

  a. Go to **Call**/**Contact**/**History** >



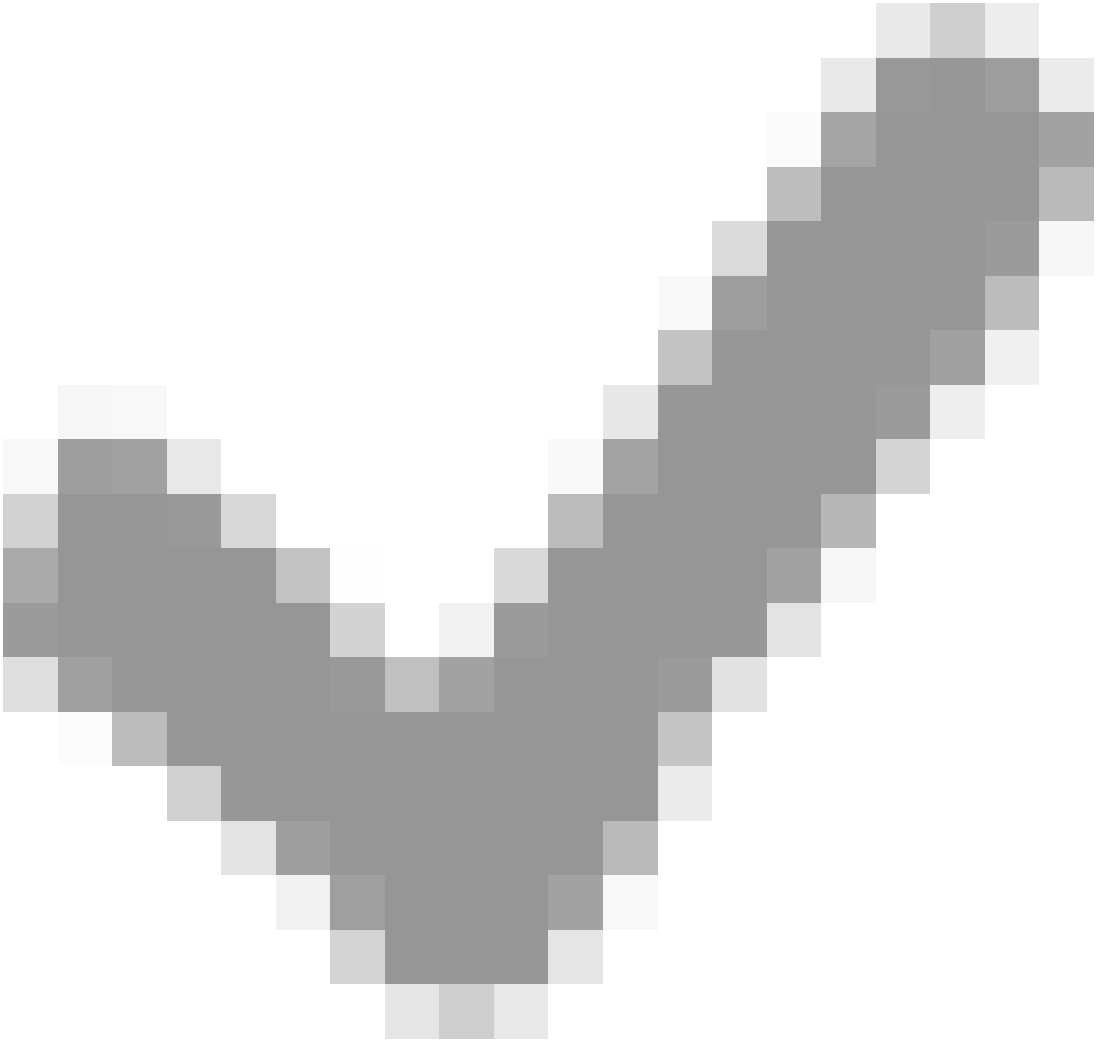
> **Hot Line**.

b. Do one of the following:

- Enter the desired number in the **Hotline Number** field.
- Press **Directory** (**Dir**) and select a desired contact from the Directory list.

c. Enter the desired delay time (0-10 seconds) in the **Hotline Delay** field.

d. Select



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- For CP925/CP935W/CP965 phones:

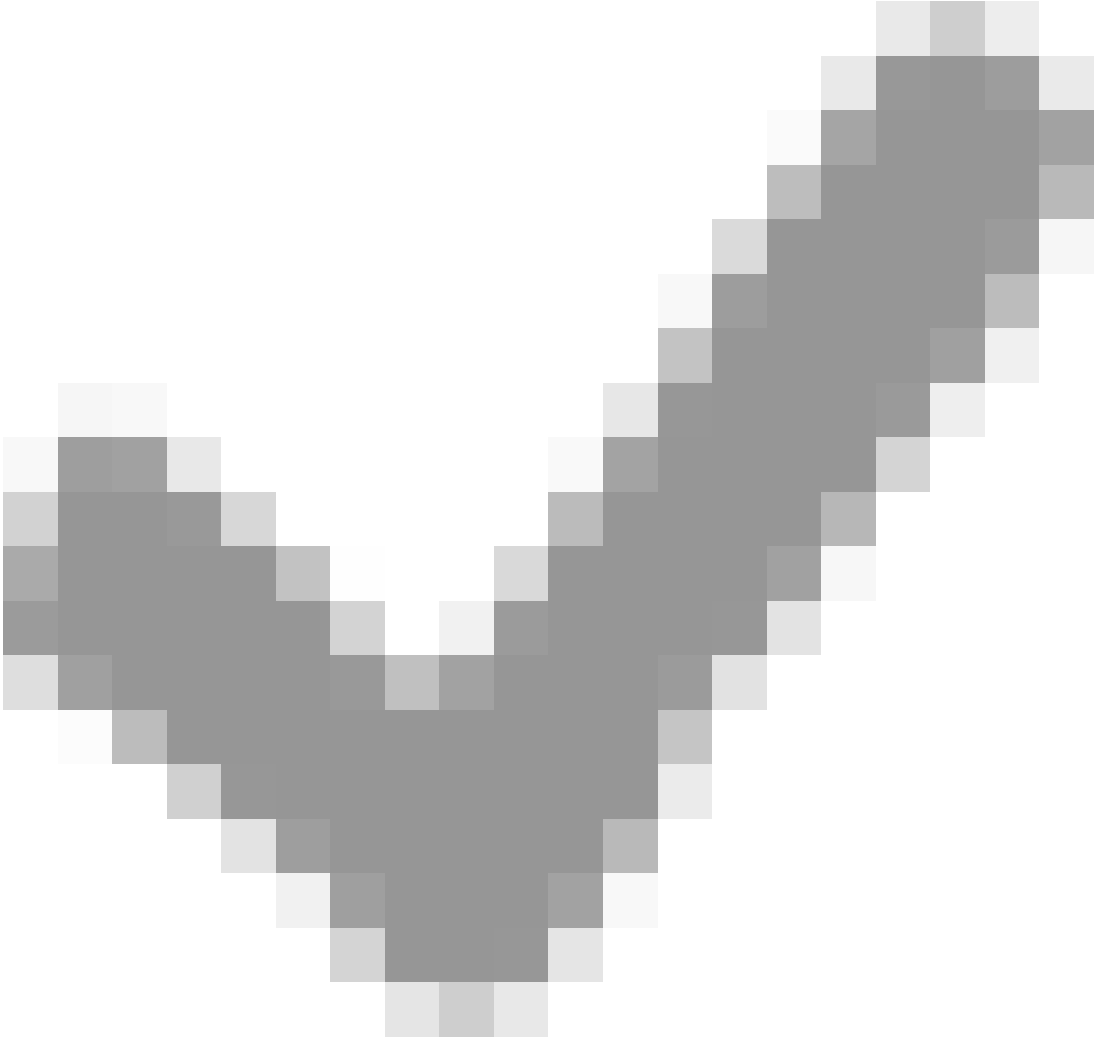
  a. Go to **More** > **Features** > **Hot Line** or **More** > **Settings** > **Features** > **Hot Line**.

  b. Do one of the following:

  - Enter the desired number in the **Hotline Number** field.
  - Press **Directory** (**Dir**) and select a desired contact from the Directory list.

  c. Enter the desired delay time (0-10 seconds) in the **Hotline Delay** field.

  d. Select



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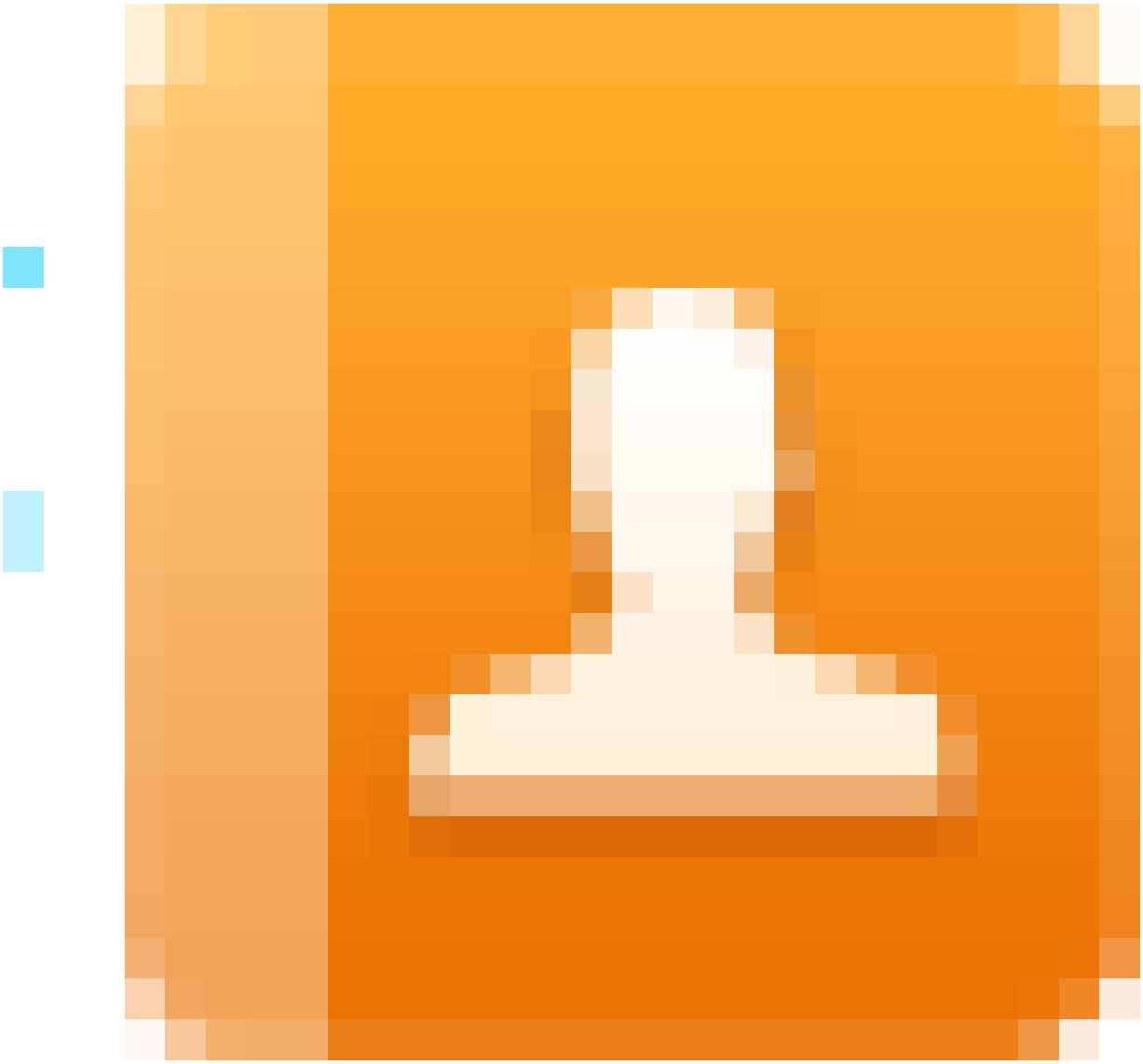
- For VP59/T58A/T58W phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Features** > **Hot Line**.

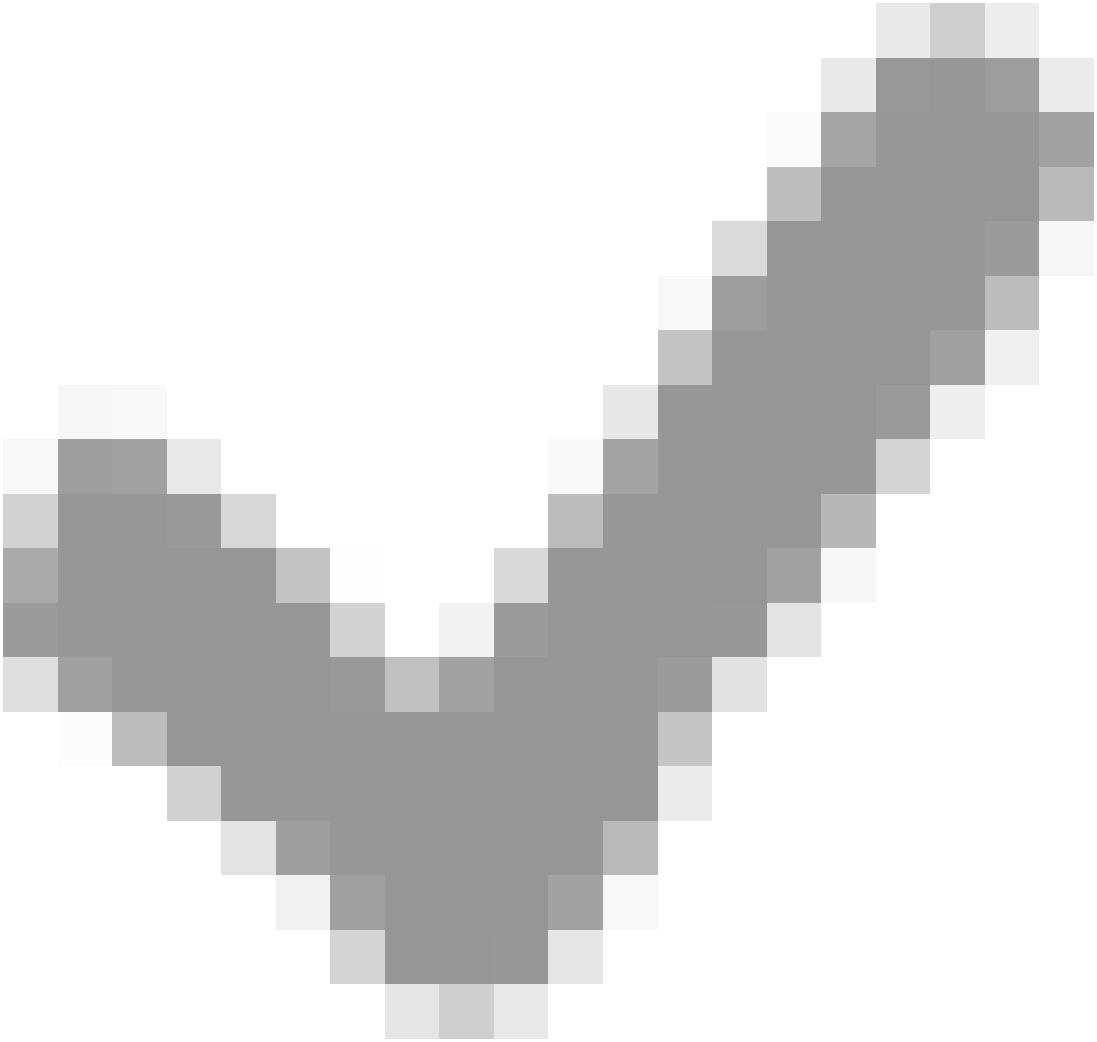
  c. Do one of the following:

  - Enter the desired number in the **Hotline Number** field.
  - Press **Directory** (**Dir**) and select a desired contact from the Directory list.
  - For VP59 phones, select



in the **Hotline Delay** field.

d. Select



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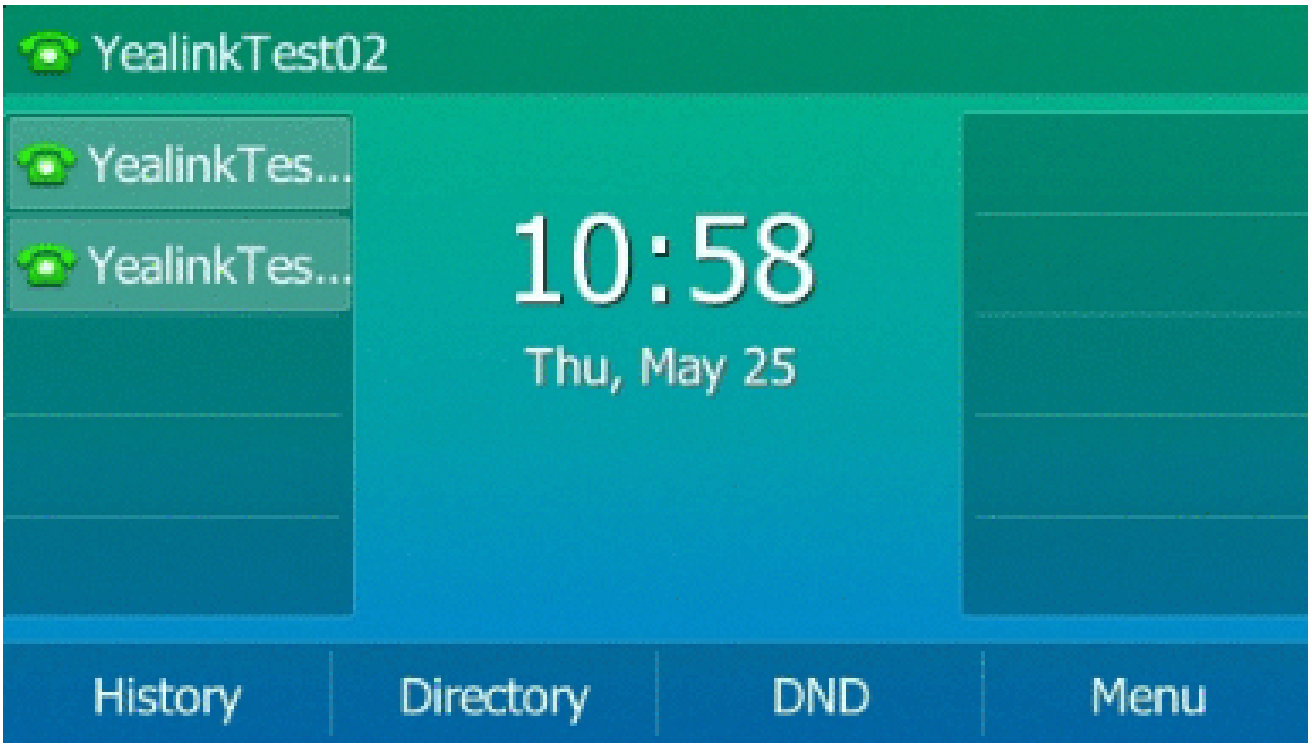
The following takes T54W as an example.



FAQ

How to disable dialing when the hotline number is set?

Place an International Call

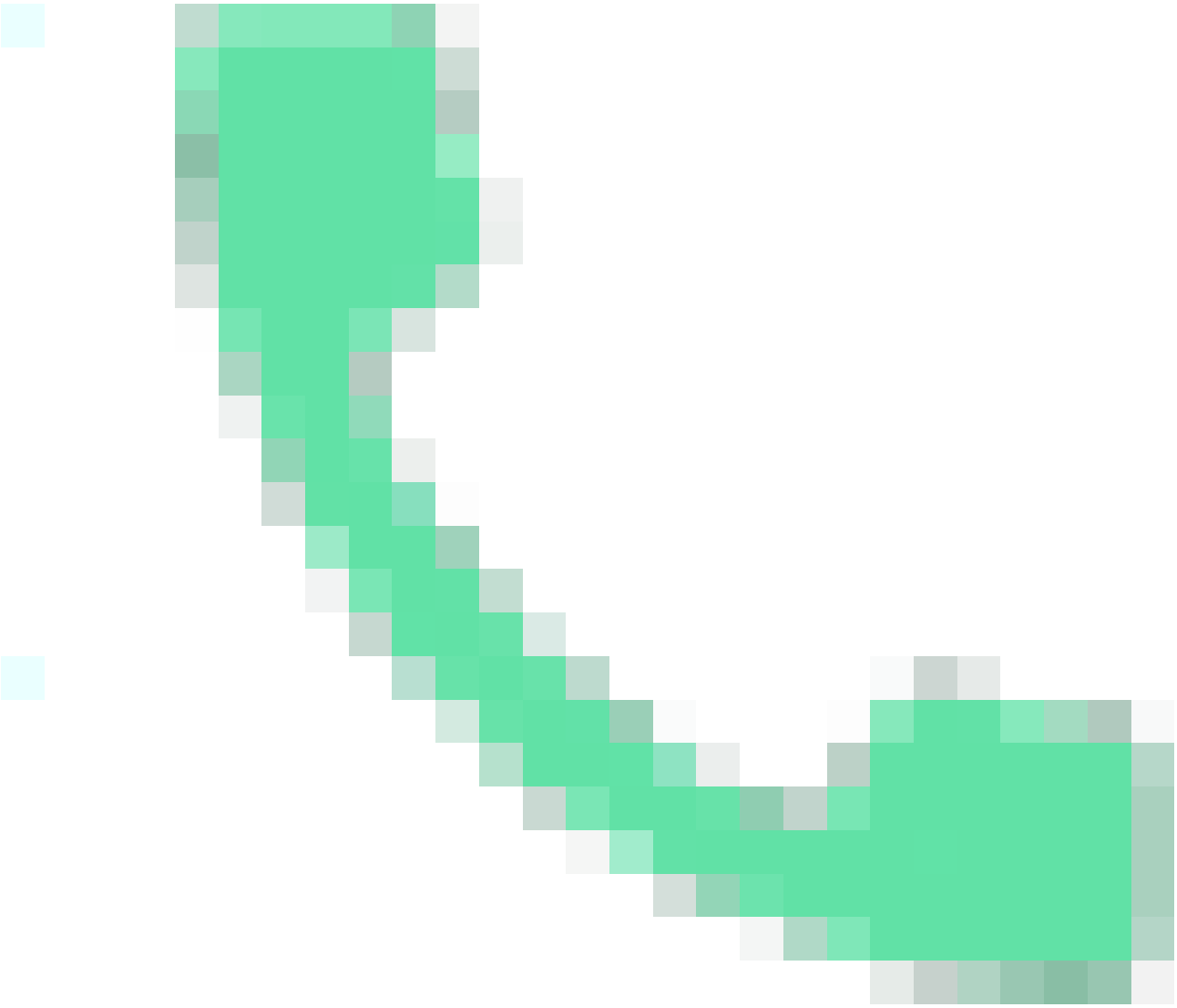
Introduction

You can place calls to international phone numbers on your phone.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W/T85W phones:
  a. Press and hold **0** key on the phone keypad until the **plus sign (+)** appears.
  b. Enter the phone number with the country code.
  c. Select **Send** or **Call**.
- For CP925/CP935W/CP965 phones:
  a. Tap and hold the **0** key on the phone keypad until the **plus sign (+)** appears.
  b. Enter the phone number with the country code.
  c. Select tap



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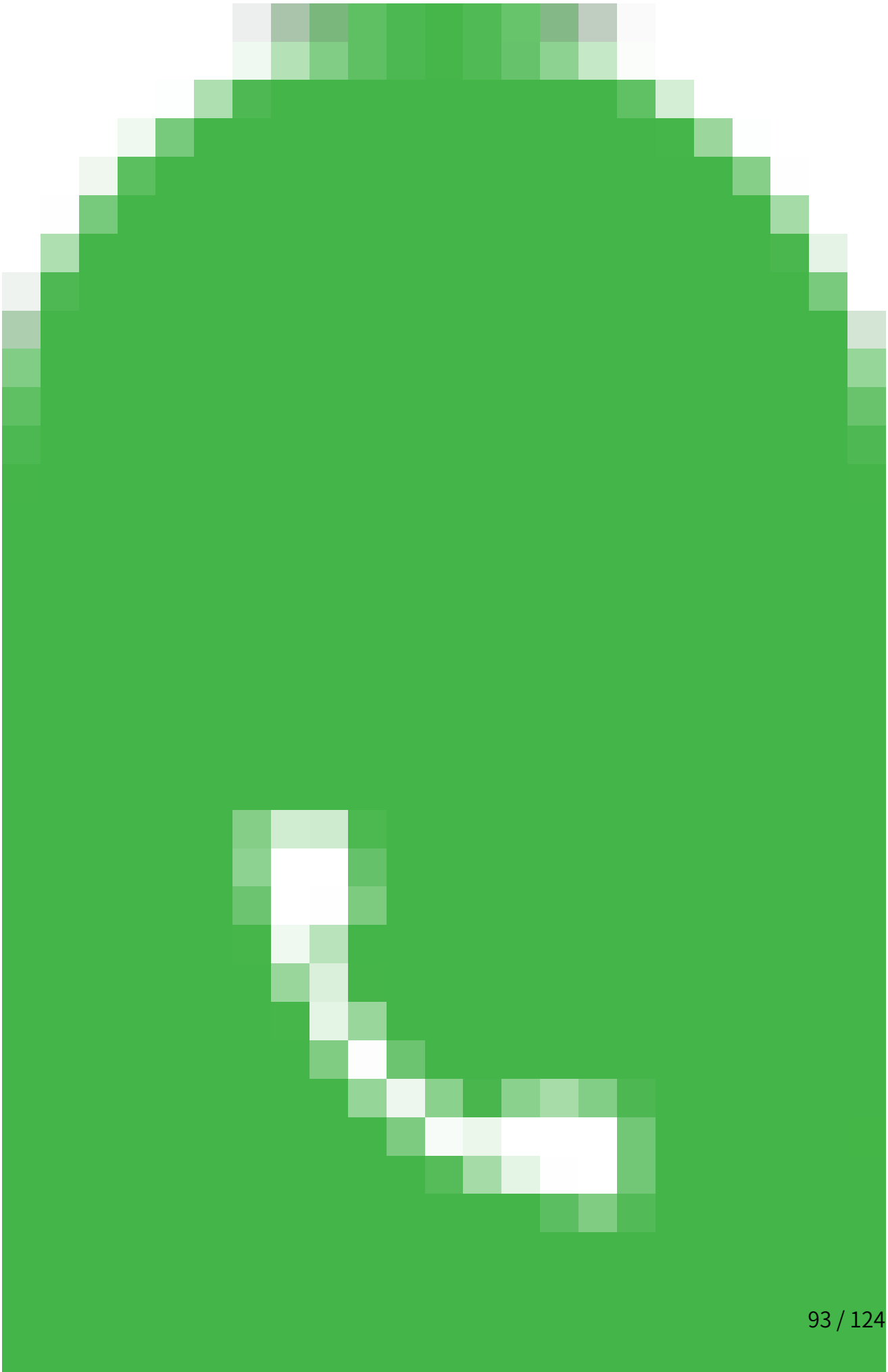
- For VP59/T58A/T58W/T77U/T87W/T88W (Pro)/T88V Pro phones:

  a. Press and hold the **0** key on the phone keypad until the **plus sign (+)** appears.

  b. Enter the phone number with the country code.

  c. Select



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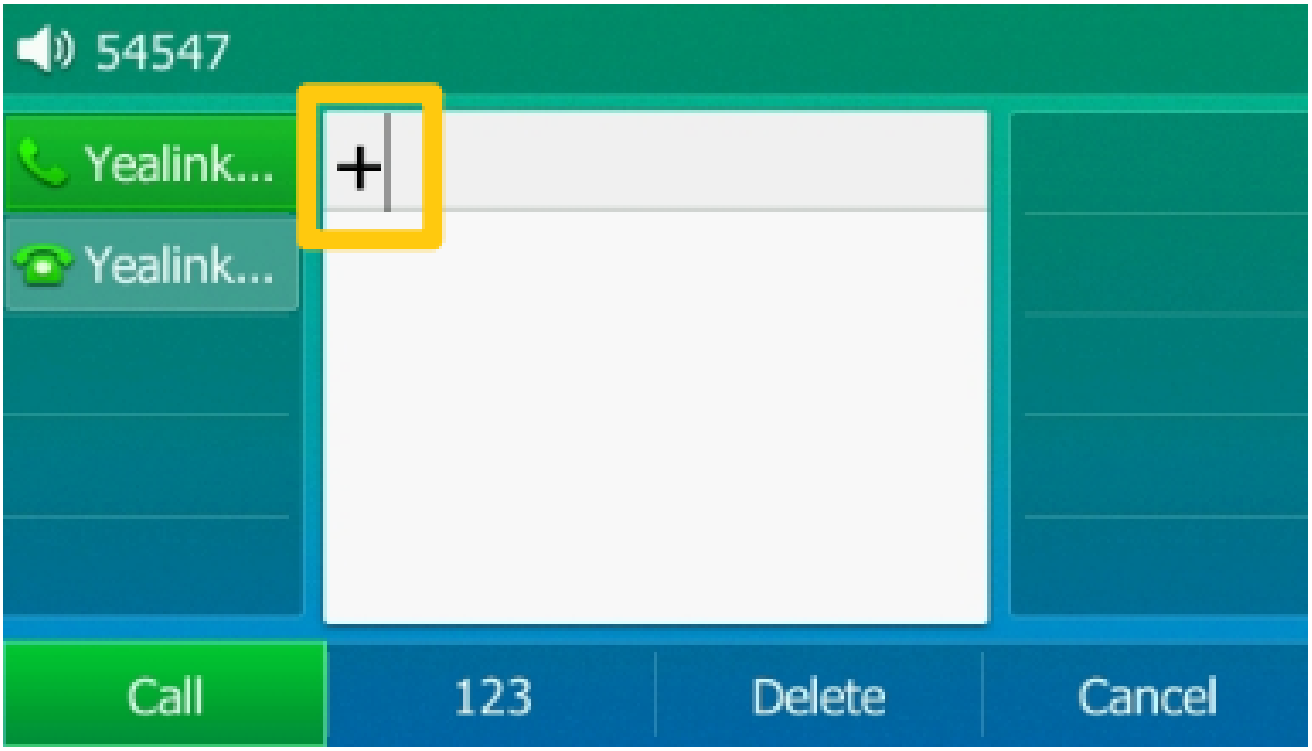
The following takes T54W as an example.



Place Call from History

Introduction

You can call contacts from the History list, which contains recently placed, answered, missed, or forwarded calls.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W/T85W phones, press **History** or go to **Menu** > **History**.
   - The phone screen displays all call records.
   - For VP59/T58A/T58W, tap

or

.

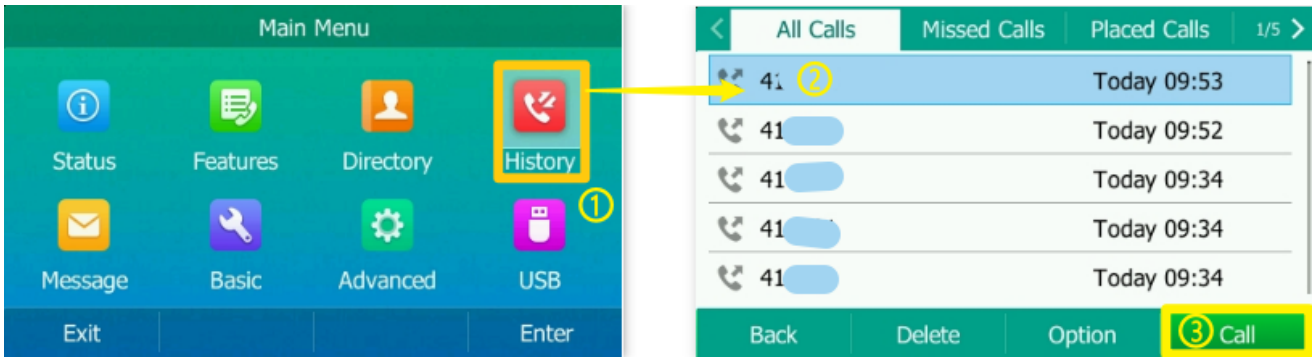
- For CP925/CP935/CP965, tap

.

- For T77U/T87W/T88W (Pro)/T88V Pro, tap

.

2. Select the desired call list.
3. Do one of the following:
4. If the selected contact has multiple numbers, select the desired number, and select **Send** or **Call**.
5. *The following takes T54W as an example.*



- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W/T85W, select a contact and select **Send** or **Call**.
- For T48S/T48G/T48U/T57W/VP59/T58A/T58W/T77U/T87W/T88W (Pro)/T88V Pro/CP925/CP935/CP965, tap the desired entry/contact.

Place Call from Directory

Introduction

You can place a call to a contact directly from your directory.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W/T85W phones,
- If the selected contact has multiple numbers, highlight the desired number, and select **Send**.

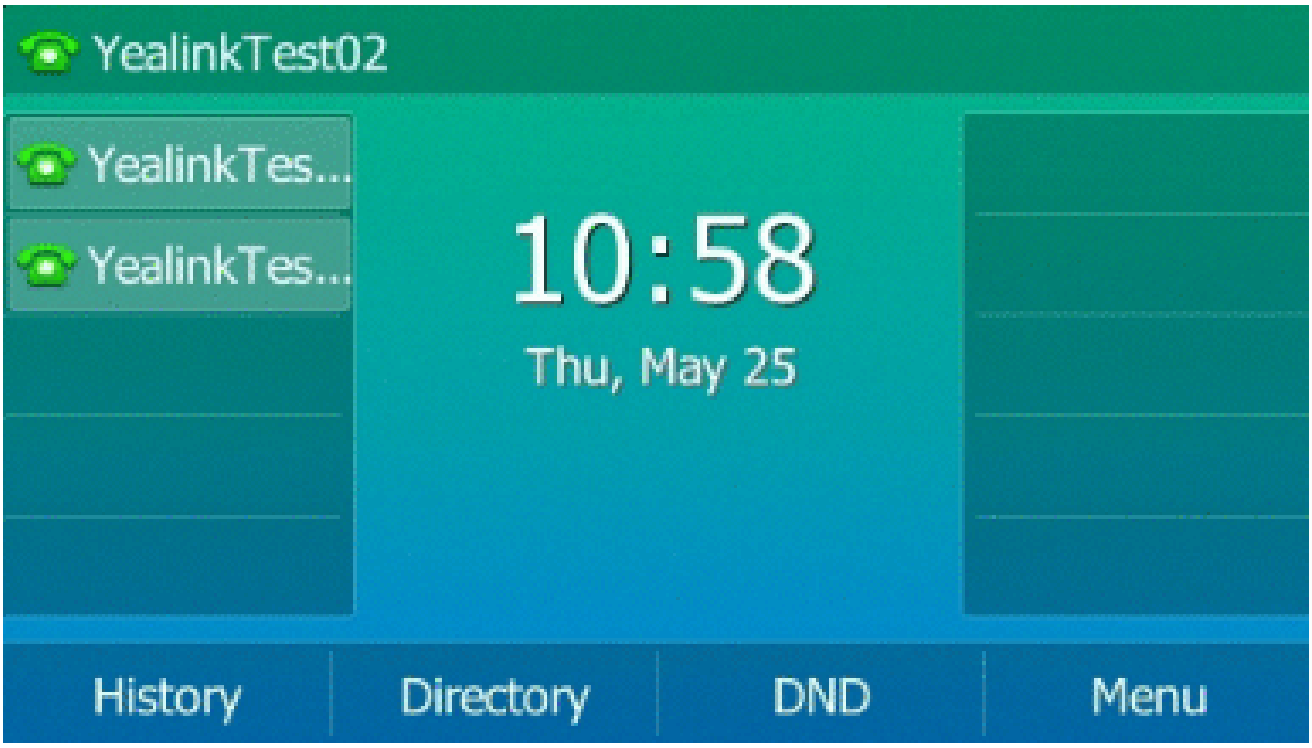
  a. Press **Directory** (**Dir**) or go to **Menu** > **Directory** > **Local Directory**.

  b. For T48S/T48G/T48U/T57W/T73U/T73W/T74U/T74W/T85W phones, select **Directory** or go to **Menu** > **Directory**.

  b. Select the desired contact group or **All Contacts**.

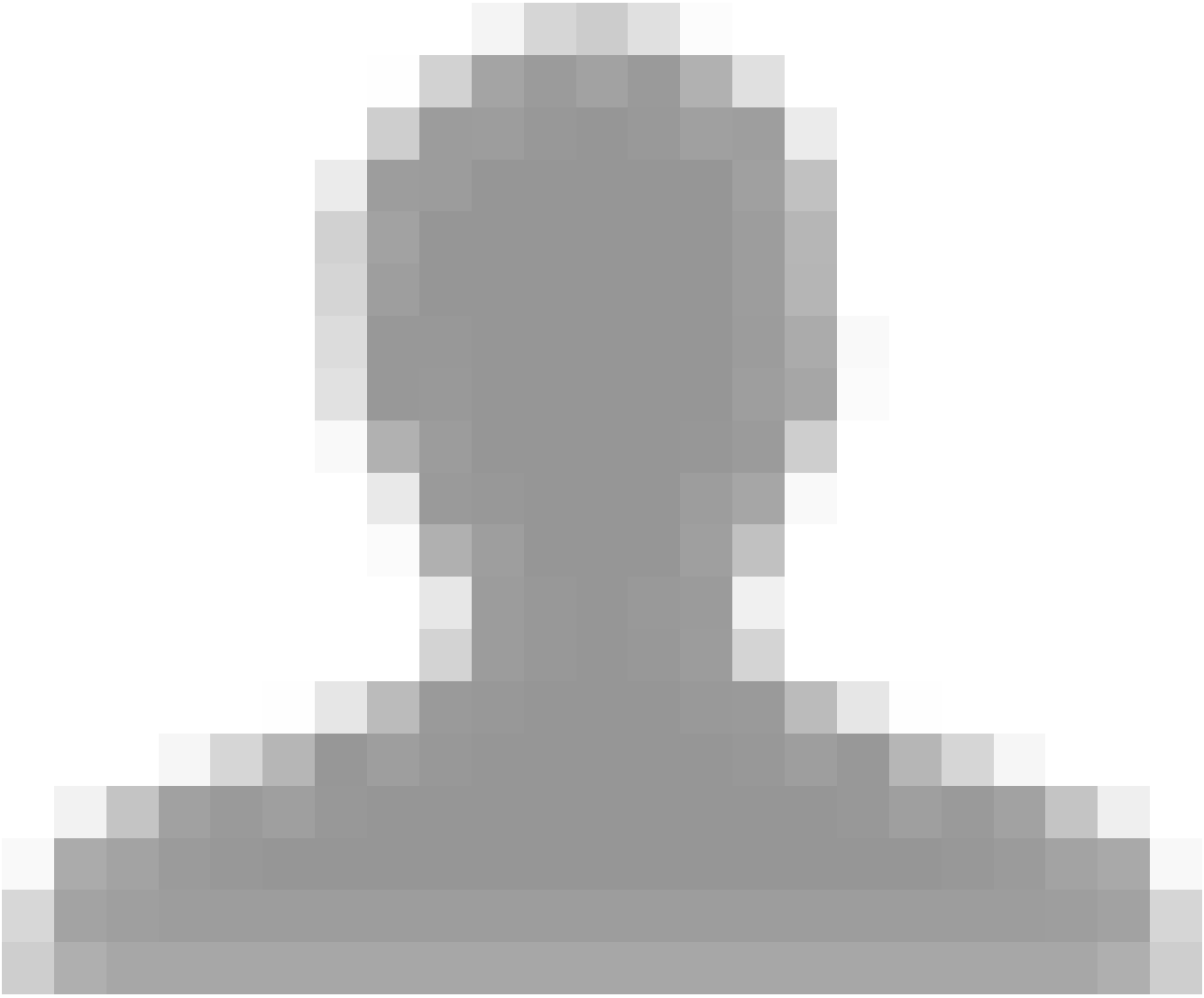
  c. Select the desired contact and select **Send** or **Call**.

  d. *The following takes T54W as an example.*

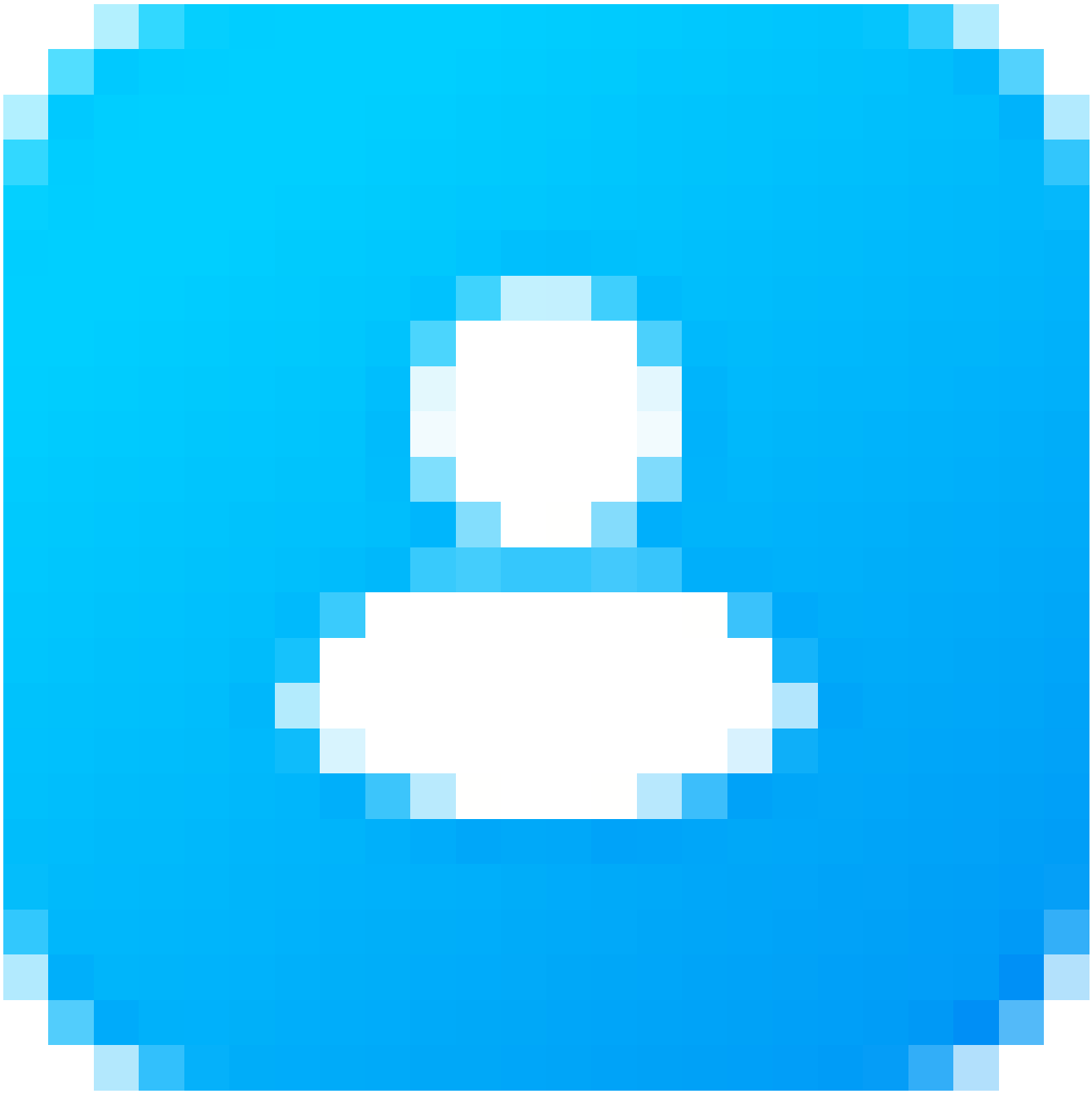


- For VP59/T58A/T58W phones:

  a. Tap



or



.

b. You can select the desired contact group if the contact was added to a specified contact group.

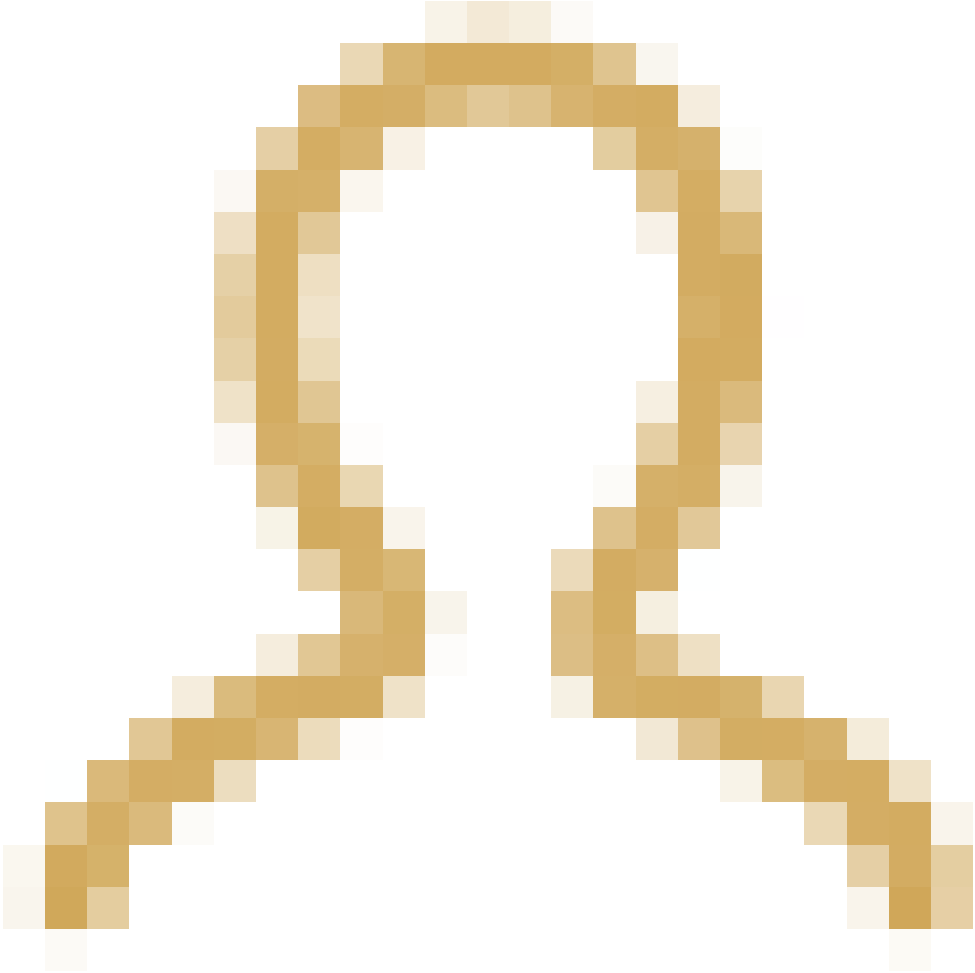
c. Tap the desired contact or tap

.

d. If the selected contact has multiple numbers, tap the desired number to dial out.

- For CP925/CP935/CP965 phones:

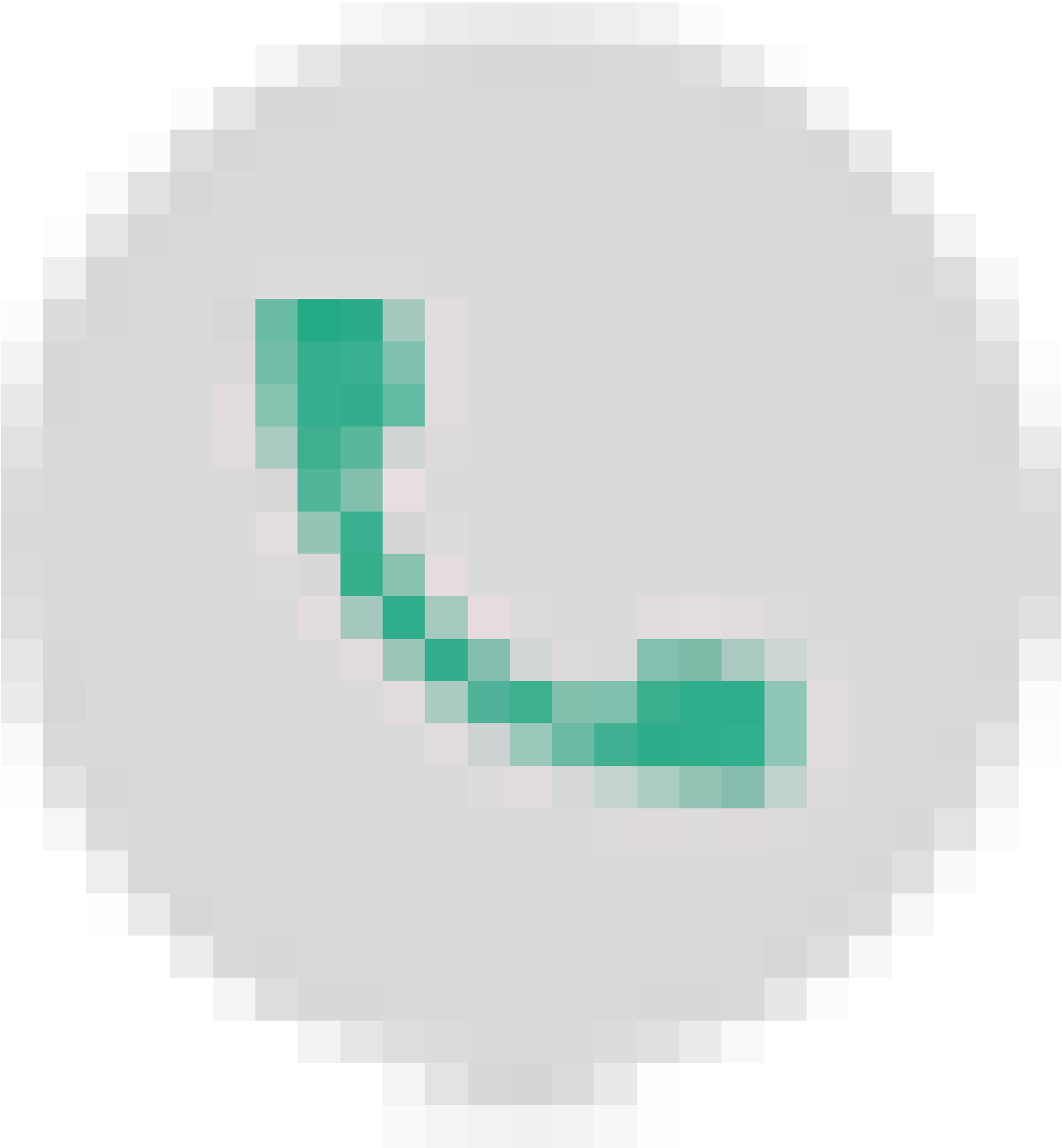
  a. Tap



.

b. You can select the desired contact group if the contact was added to a specified contact group.

c. Tap the desired contact or tap



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d. If the selected contact has multiple numbers, tap the desired number to dial out.

- For T77U/T87W phones:

  a. Tap

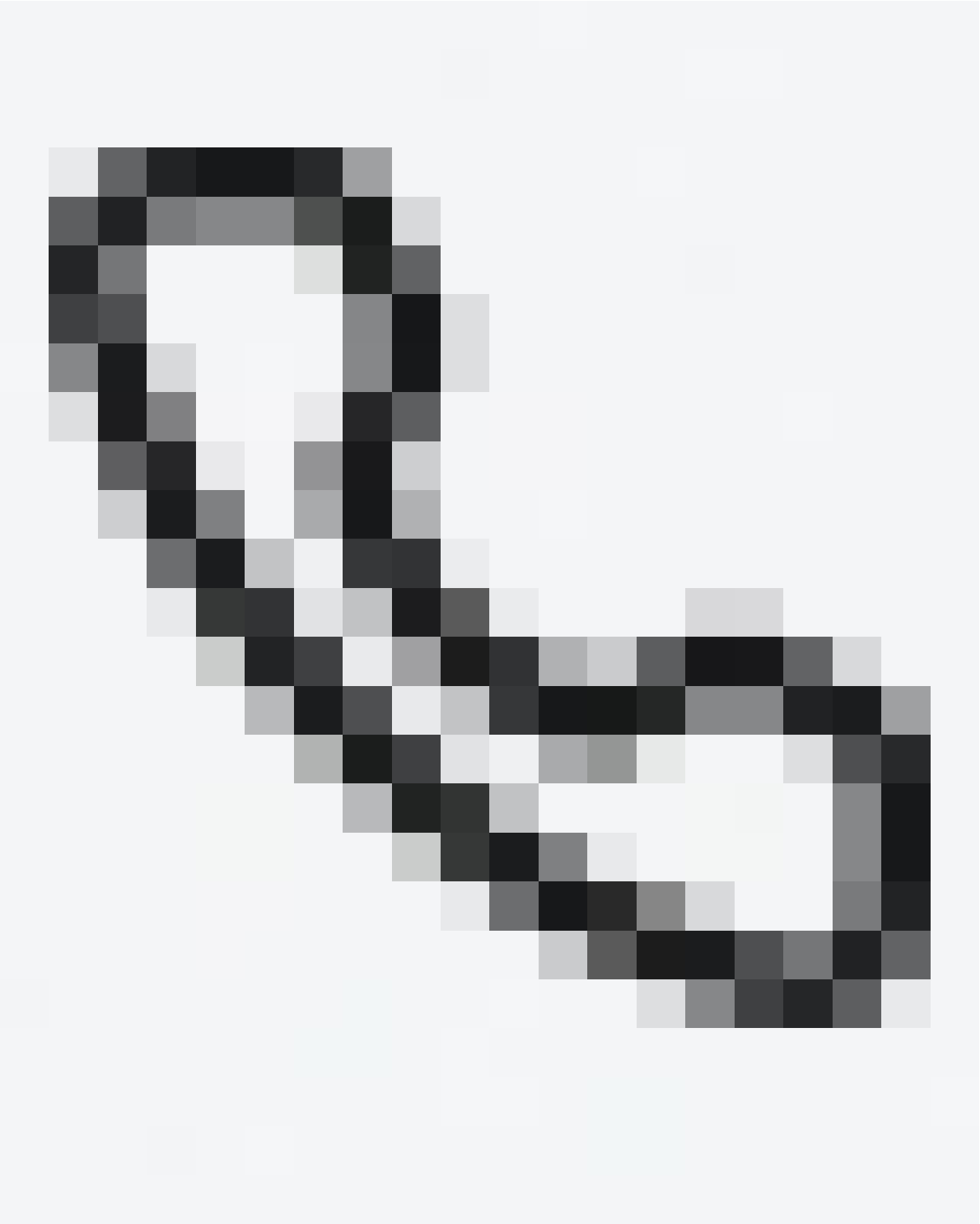
  .

b. You can select the desired contact group if the contact was added to a specified contact group.

c. Tap

behind the desired contact.

d. If the selected contact has multiple numbers, tap



behind the desired number to dial out.

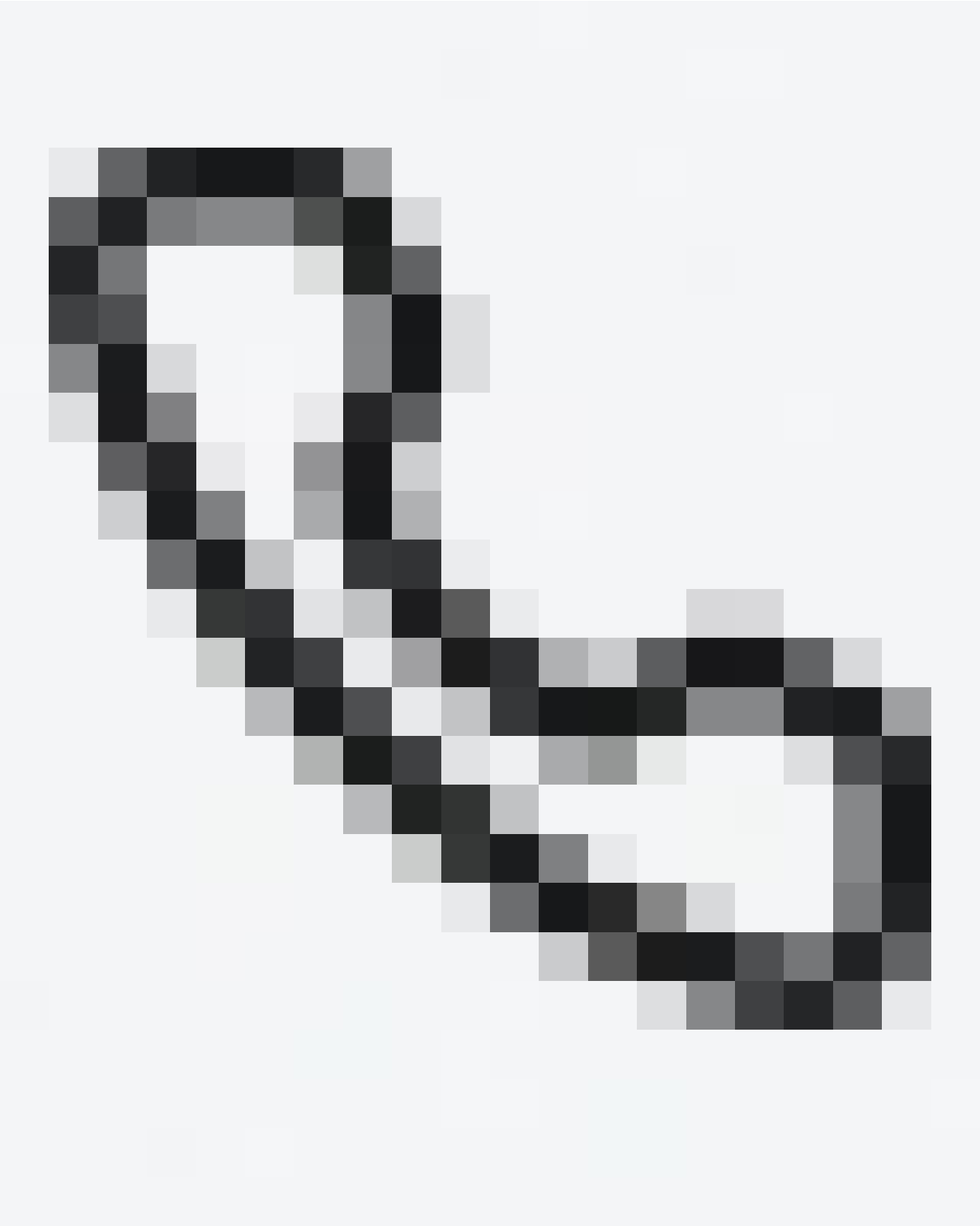
- For T88W (Pro)/T88V Pro phones:

  a. Tap

  .

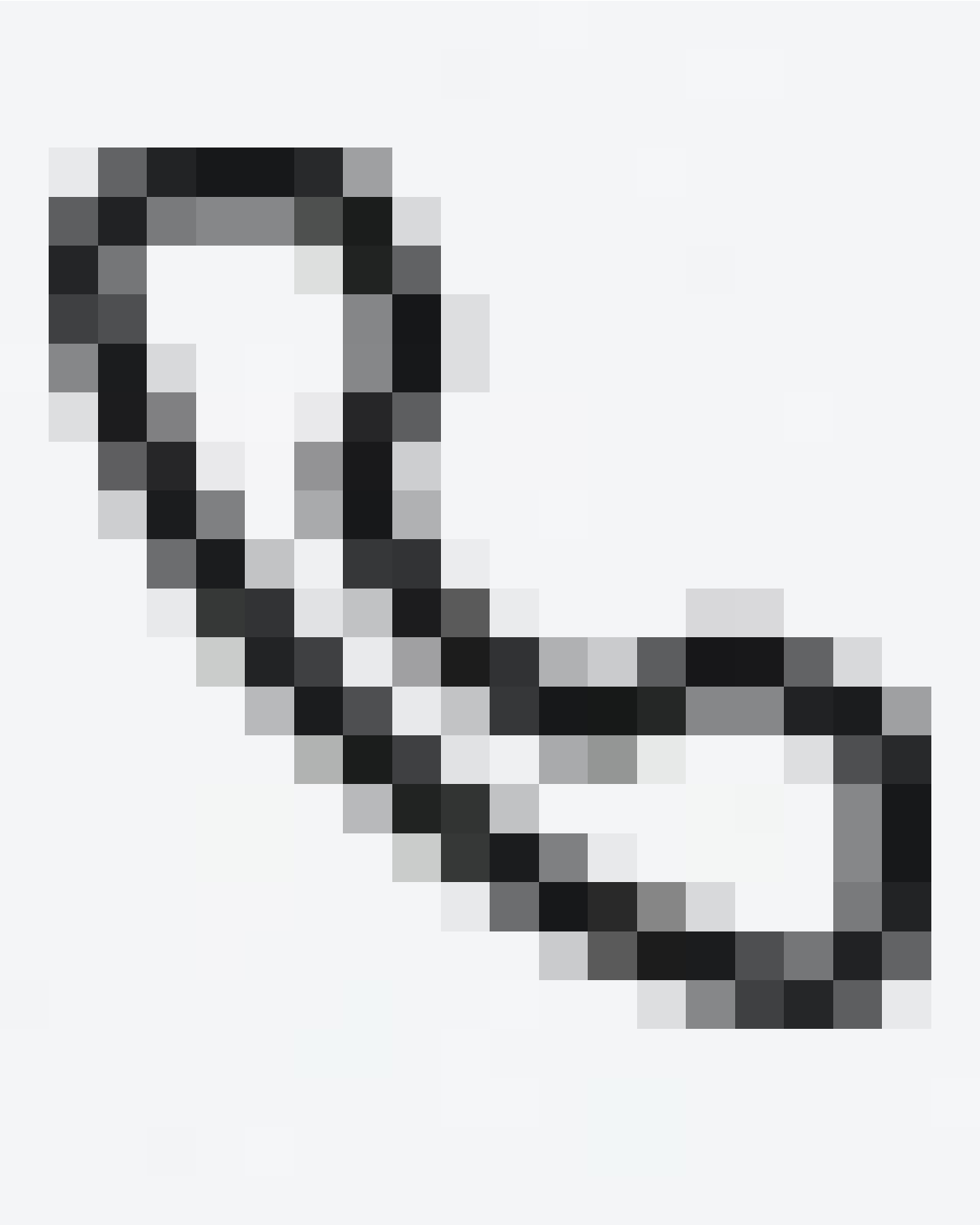
b. You can select the desired contact group if the contact was added to a specified contact group.

c. Tap



behind the desired contact.

d. If the selected contact has multiple numbers, tap



behind the desired number to dial out.

Place Anonymous Call

Introduction

You can hide your name and number when you place a call. As a result, the callee receives an

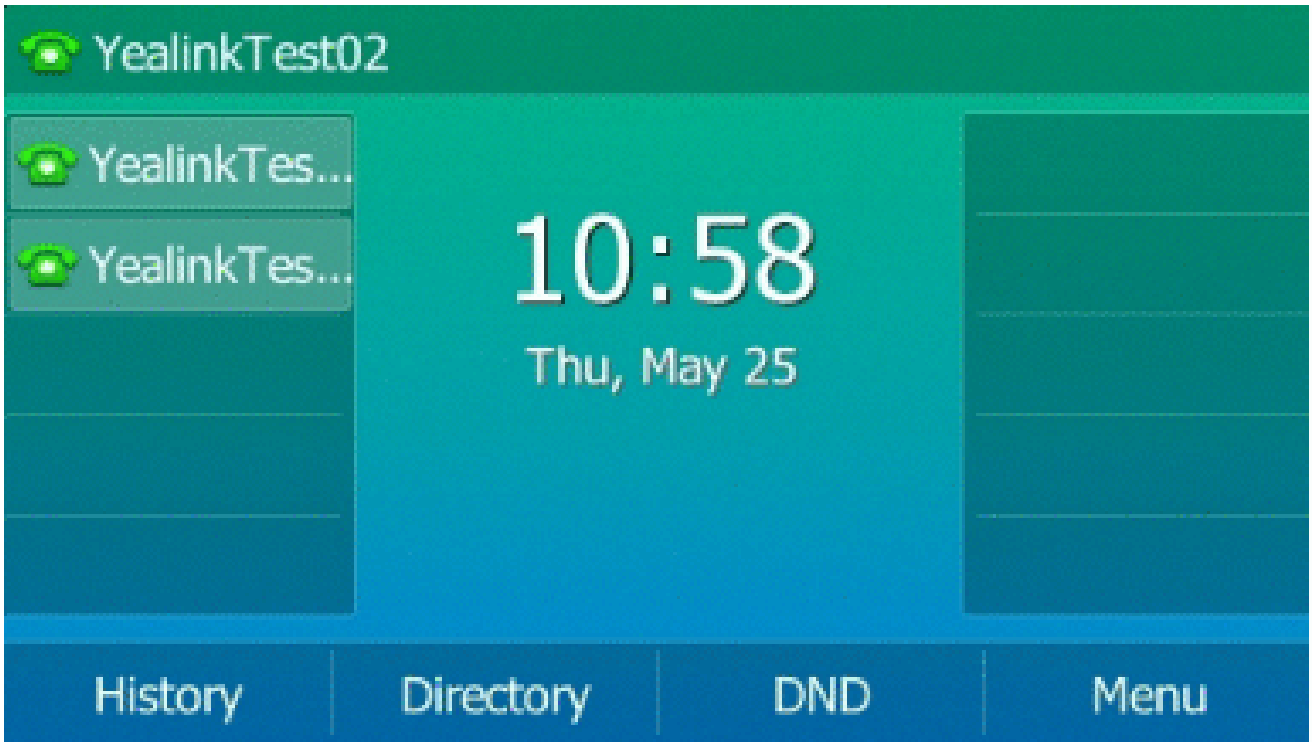
anonymous call without the caller's identity.

Before You Begin

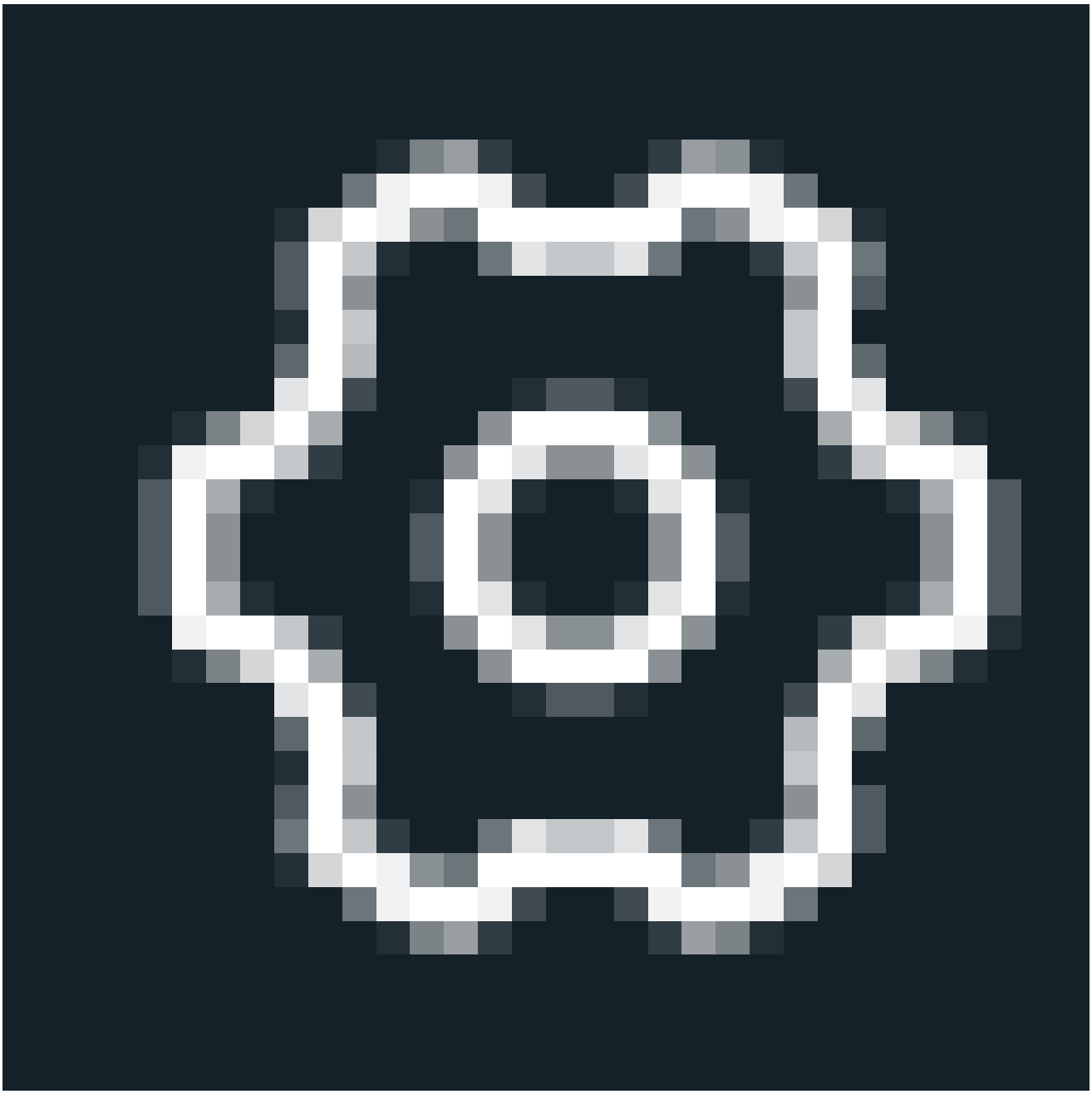
Contact your system administrator to see if this feature is available on your phone and to get the anonymous call on or off code if required.

Procedure

1. Do one of the following:
2. *The following takes T54W as an example.*



- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Features** > **Anonymous Call** (**Anonymous**) or **Menu** > **Features** > **Others** > **Anonymous Call** (**Anonymous**).
- For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >



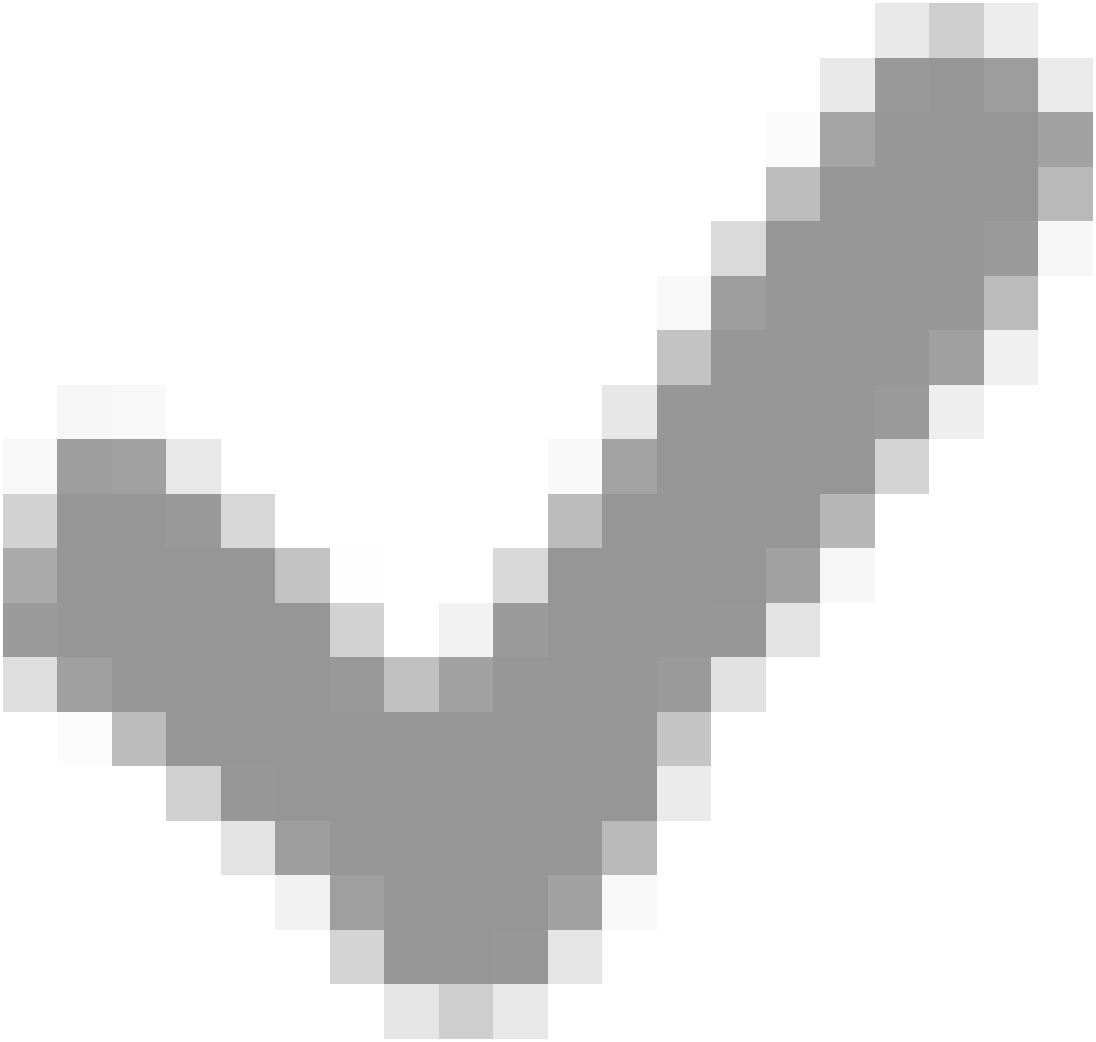
> **Anonymous**.

- For CP925/CP935W/CP965 phones, go to **More** > **Features** > **Anonymous Call** (**Anonymous**) or **More** > **Settings** > **Features** > **Anonymous Call** (**Anonymous**).
- For VP59/T58A/T58W phones:

  1- Swipe left or right to go to the second idle screen.

  2- Go to **Settings** > **Features** > **Anonymous Call** (**Anonymous**).

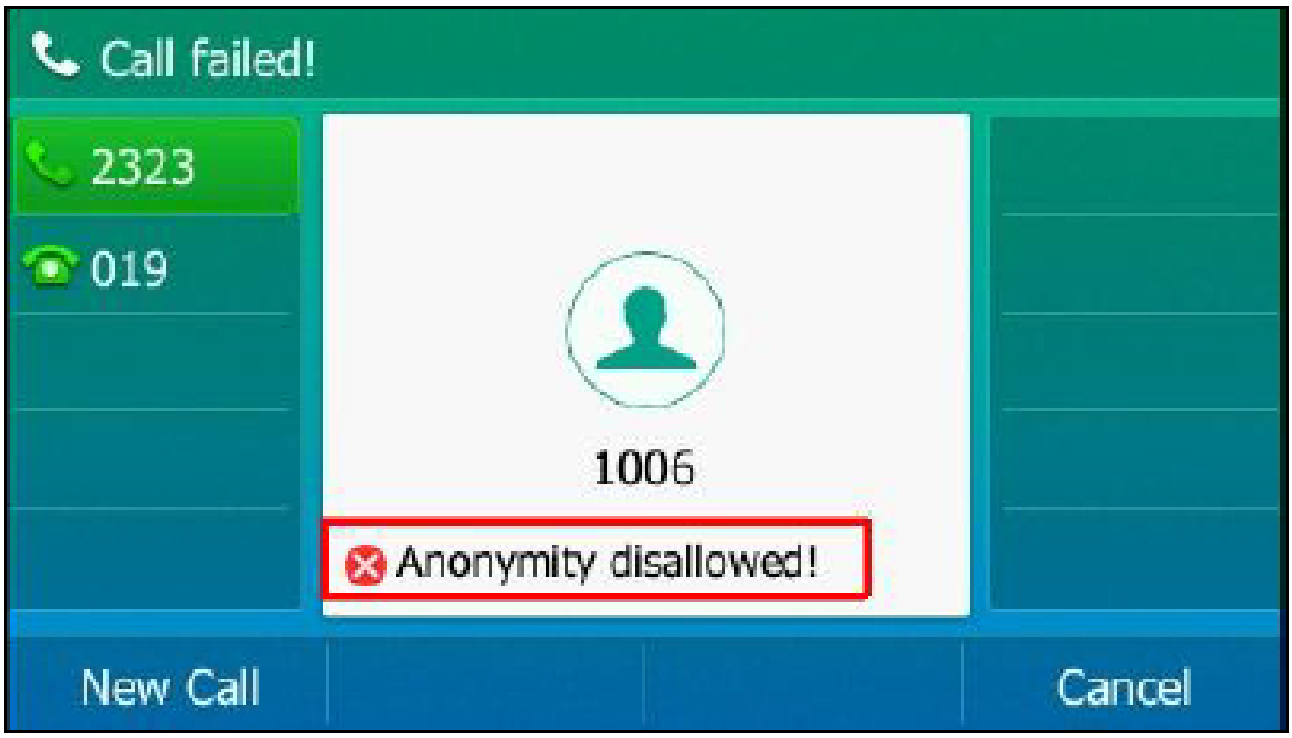
2. Select the desired line (it is not supported by the T30P/T30 phones).
3. Enable **Local Anonymous**.
4. (Optional) Select the desired value from the **Send Anonymous Code** field.
5. (Optional) Enter the anonymous call on code and off code respectively.
6. Select **Save** or



.

7. Select the anonymous line to place a call.
8. *The callee is prompted with an incoming call from anonymity.*

10. *If the callee enables an anonymous rejection feature, you may be prompted that the callee does not accept calls from an anonymous number.*



- You can select **All On** to turn on local anonymous for all lines.
- If you receive an anonymous call, you cannot call back.

1. When receiving an anonymous call, enter **History** to view the anonymous call.
2. If you call back the anonymous number, the LCD prompt **Number Unavailable** disappears after 3 seconds and will not generate a call history.

FAQ

How many simultaneous calls do Yealink phones support?

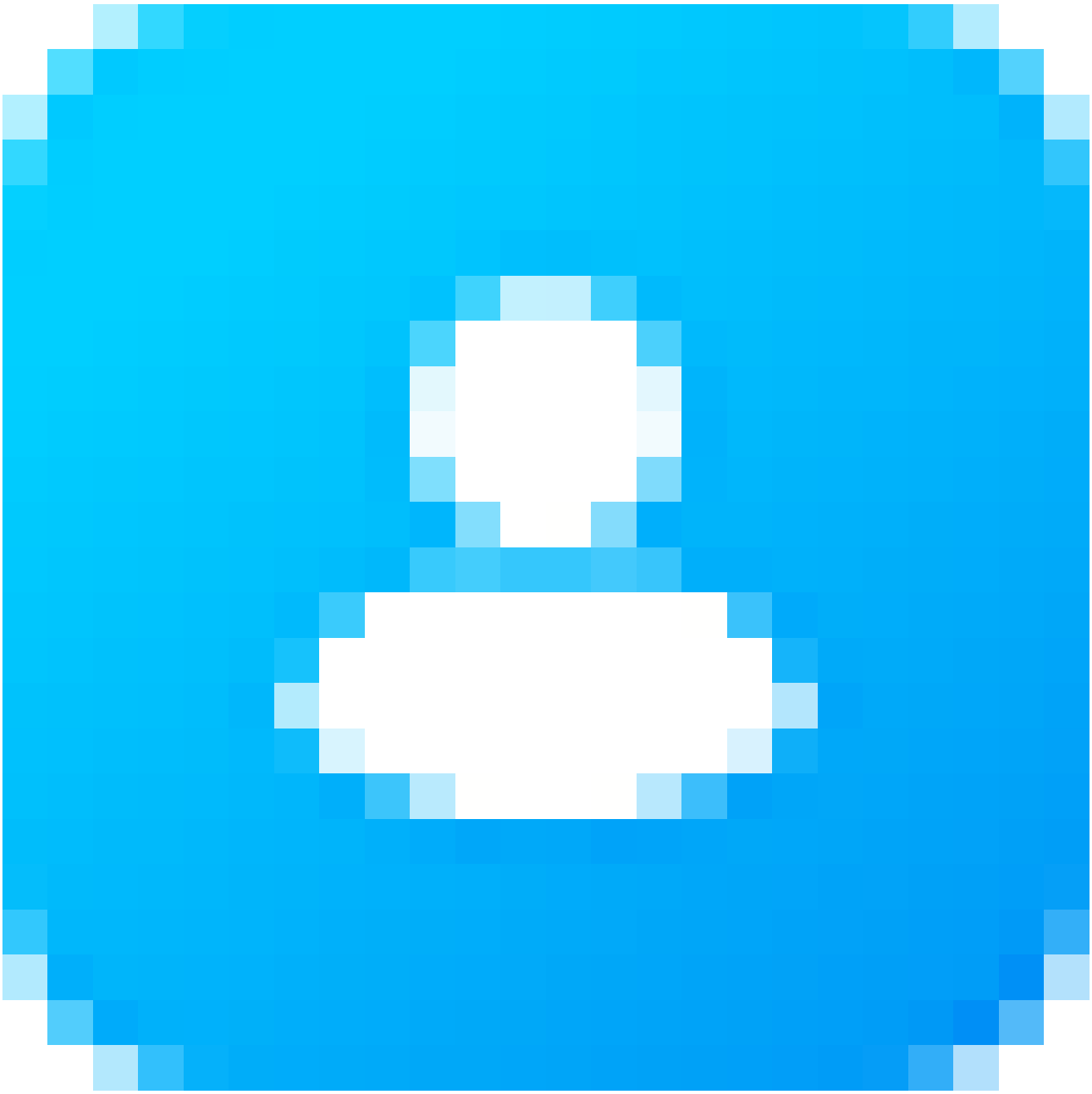
Place Calls to Google Contacts

Introduction

You can call your Google Contacts from your phone.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W, go to **Menu** > **Directory** > **Google Contact**.
   - For VP59/T58A/T58W, go to



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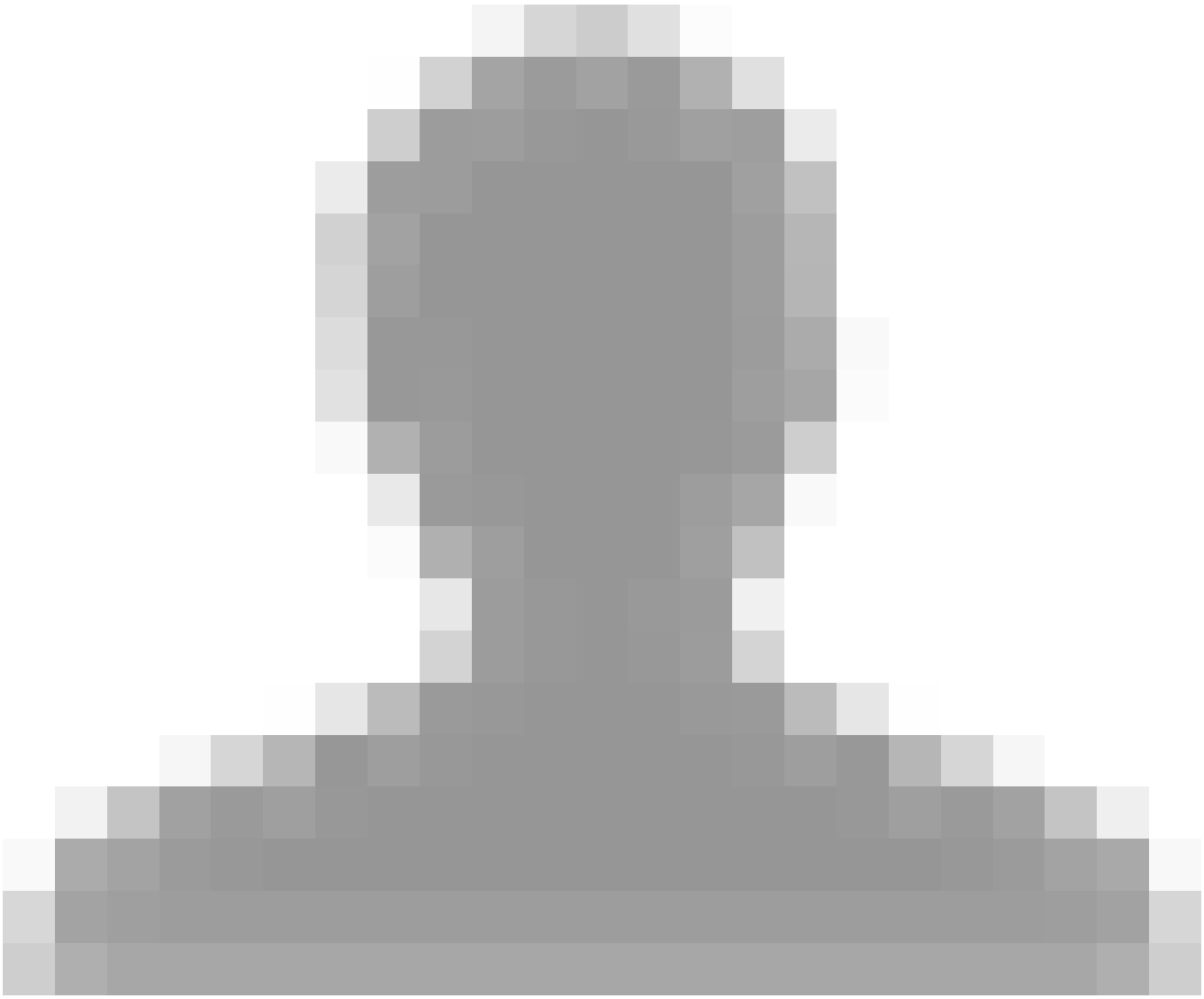
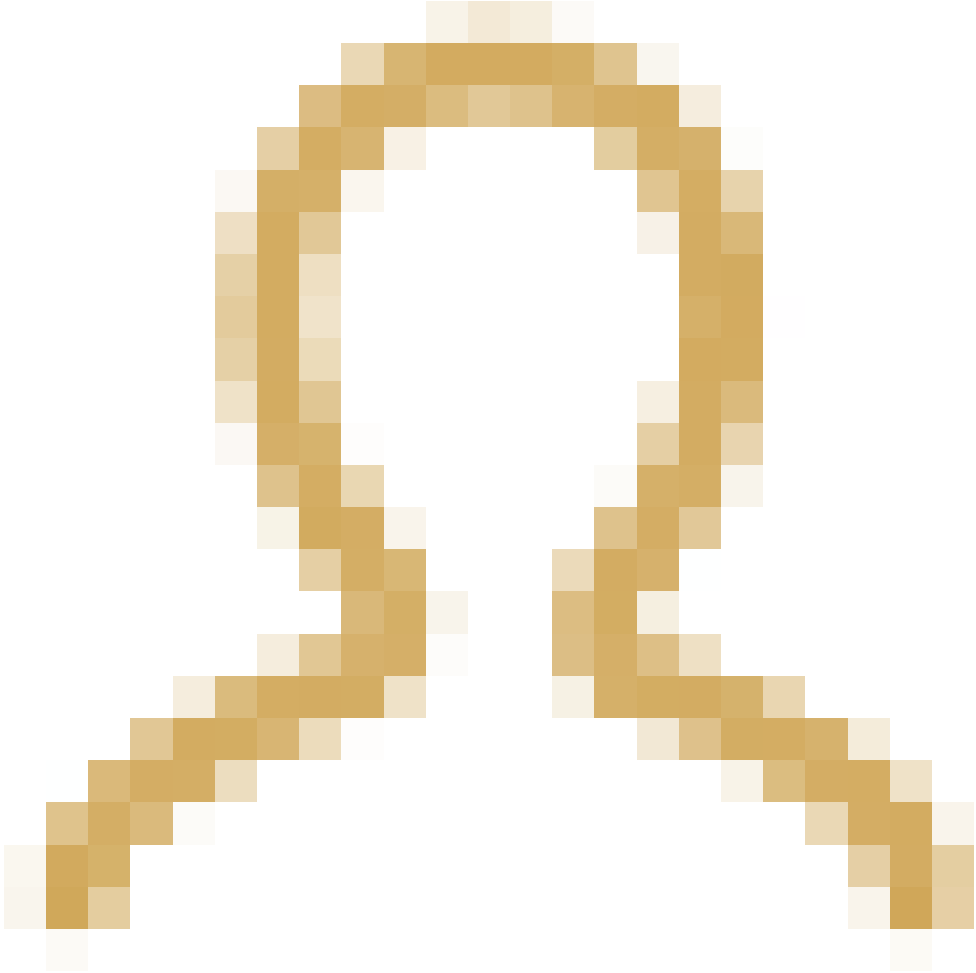


> **Google Contact**.

- For CP925/CP935W/CP965, go to



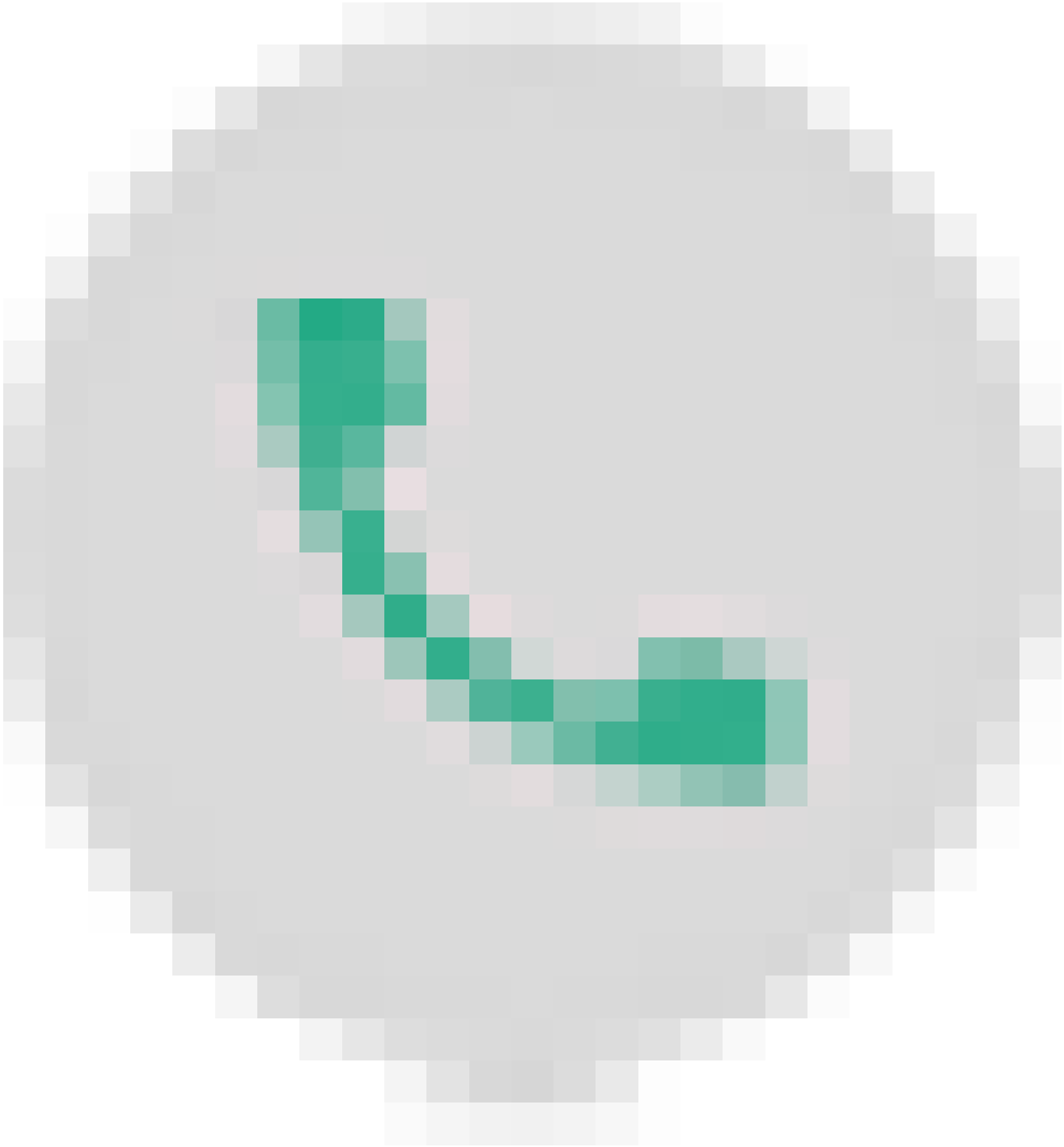
> **Local Directory** > **Google Contact**.

- For T7X/T85W/T87W, go to **Directory** > **Google Contact**.
- For T88W (Pro)/T88V Pro, go to **Contact** > **Google Contact**.

2. Select the desired contact and select **Send** or **Call,** or tap

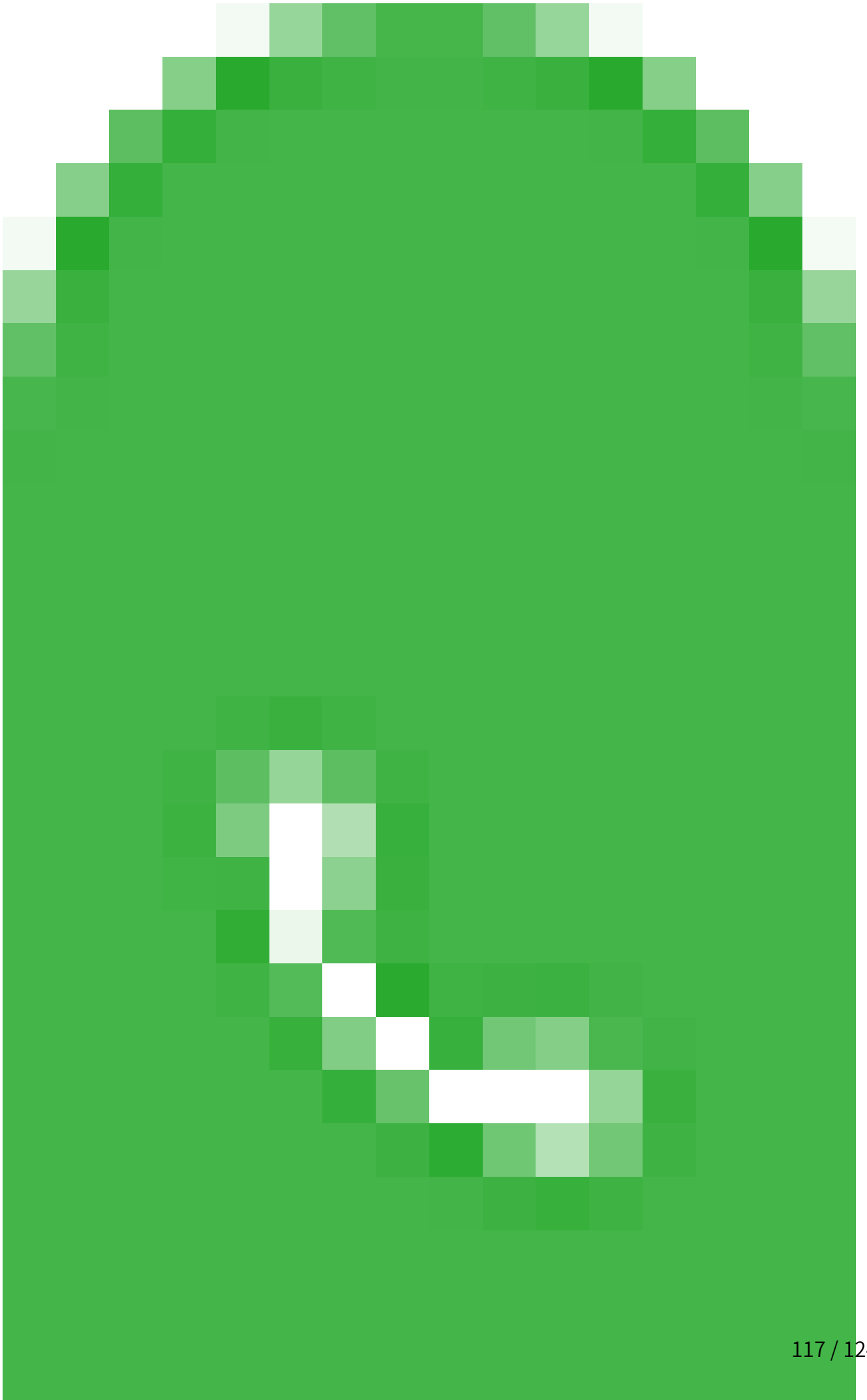
.

- For T48S/T48U/T57W phones, tap the desired contact.
- For CP925/CP935W/CP965, tap



.

- For T77U/T87W, tap



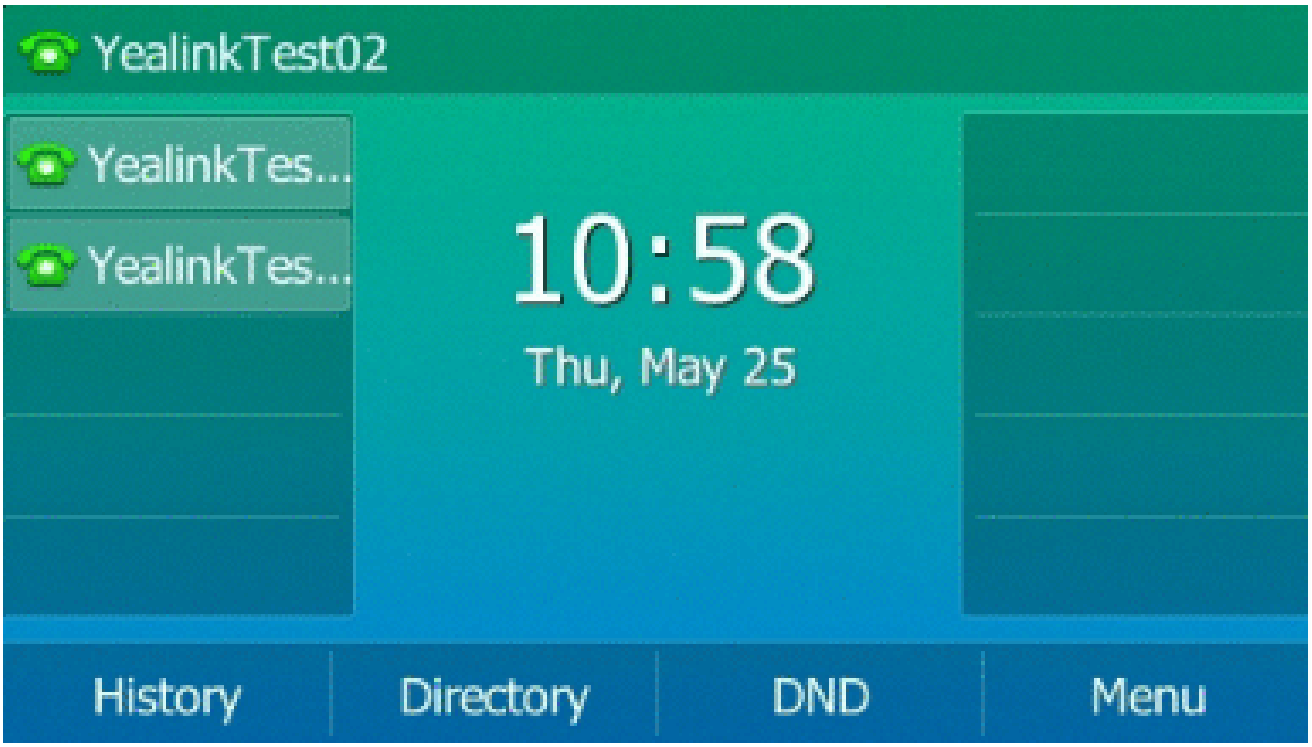
.

- For T88W (Pro)/T88V Pro, tap

.

If the selected contact has multiple numbers, tap the desired number.

The following takes T54W as an example.



Place Emergency Call from Locked Phone

Introduction

Once all keys are locked on the phone, you can only dial emergency numbers or authorized numbers set up by your administrator, such as 911.

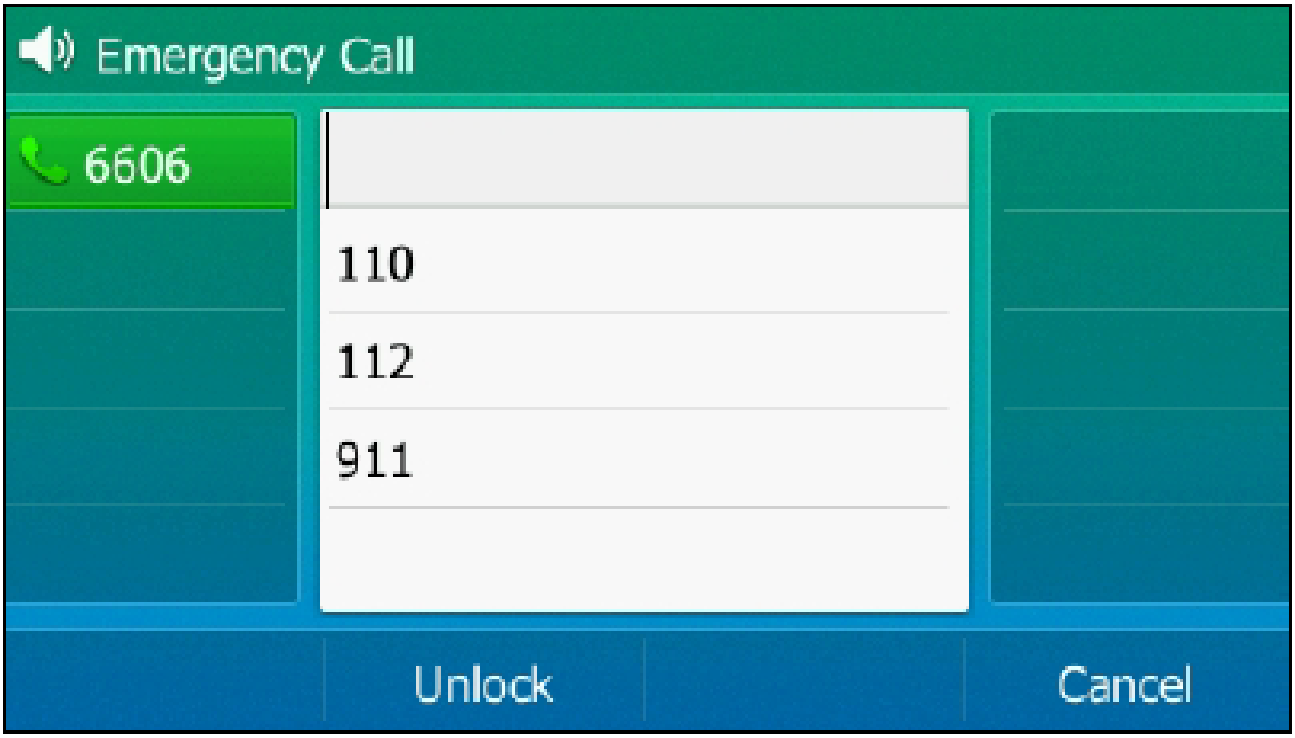
> It is only applicable to For T3X/T4X/T53X/T54W/VP59/T58A/T58W/T7X/T8X phones.

Procedure

1. Do one of the following:
   a. Select **Emergency** (**Emerg**).
      - For T88W (Pro)/T88V Pro phones, press any button or tap

and then select **Emergency Call**.

The phone screen is shown below:



b. Select an emergency number in the emergency number list.

c. Enter an emergency number.

2. Select **Send** or **Call**.

Answer Calls

Answer Call

Introduction

When you receive an incoming call, the phone rings, and the screen displays the information of the incoming call. You can choose to answer the incoming call.

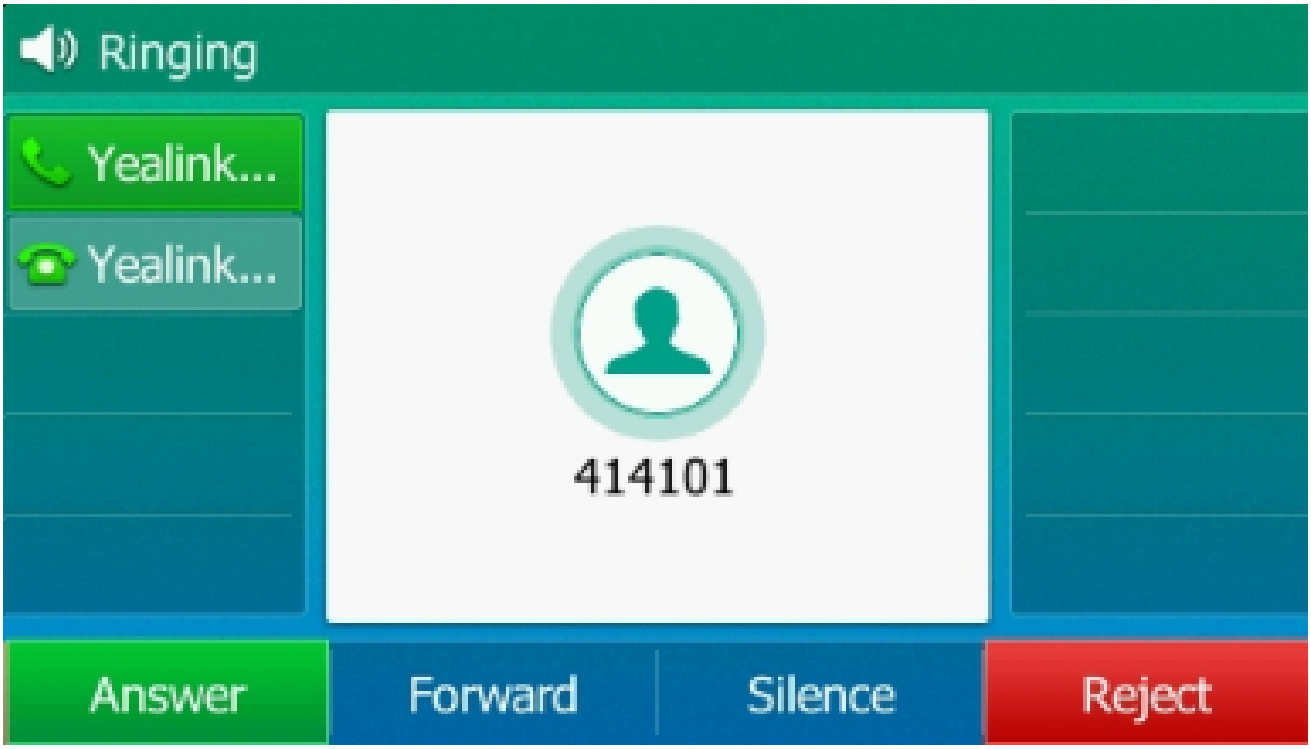
Procedure

Do one of the following:

- Pick up the handset.
- Press the **Speakerphone** key.
- Press the **HEADSET** key.
- Press **Answer** or the line key that has the flashing green LED indicator.

By default, the call is answered in speakerphone (hands-free) mode.

The following takes T54W as an example.



FAQ

Can't receive any incoming calls?

Answer New Call During a Call

Introduction

You can answer a call when there is an active call on your phone.

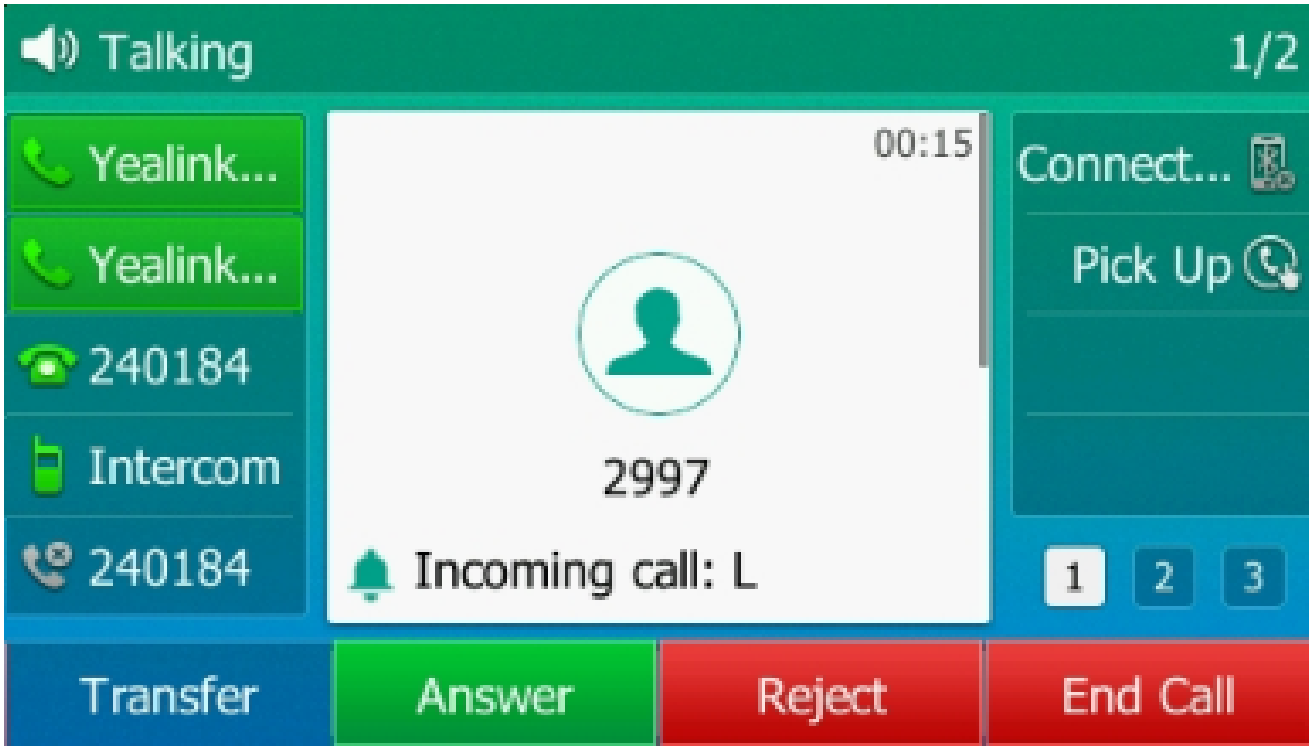
When you are on an active call, and an incoming call arrives on the phone, a call waiting tone beeps, and the incoming call information is displayed.

Procedure

1. Do one of the following:
   - For T3X/T4X/T5X/VP59/T73U/T73W/T74U/T74W/T85W, select **Answer**.
   - For CP925/CP935W/CP965, select **Answer** or tap

     .
   - For T77U/T87W/T88W (Pro)/T88V Pro, tap

     .
2. The active call is placed on hold, and the incoming call becomes active.
3. *The following takes T54W as an example.*



> You can disable the call waiting feature to reject the incoming call automatically during a call.

Answer Call Automatically

Introduction

The auto answer enables you to automatically answer an incoming call in speakerphone (hands-free) mode when your phone is idle.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Features** > **Auto Answer** or go to **Menu** > **Features** > **Others** > **Auto Answer**.
   - For T88W (Pro)/T88V Pro phones, do one of the following:
     - Go to **Call**/**Contact**/**History** >

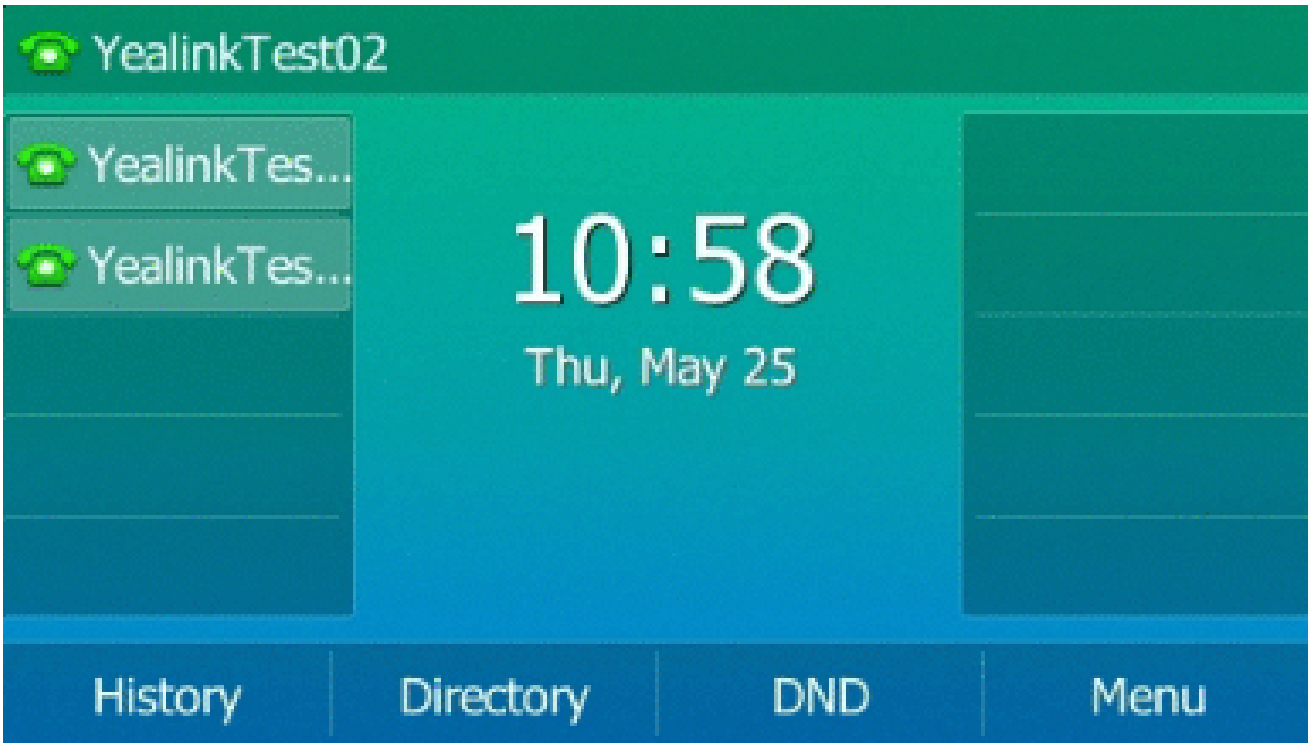
       > **Auto Answer**.
     - Swipe down from the top of the screen and tap **Auto Answer**.
   - For CP925/CP935W/CP965 phones, go to **More** > **Features** > **Auto Answer** or **More** > **Settings** > **Features** > **Auto Answer**.
   - For VP59/T58A/T58W phones:

     1- Swipe left or right to go to the second idle screen.

     2- Go to **Settings** > **Features** > **Auto Answer**.
2. Select the desired line (not supported on the T30P/T30 phones).
3. Select **Enabled** from the **Status** field.
4. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T8X, select **Save**.
   - For VP59/T58A/T58W/CP925/CP935/CP965, select **Save** or tap

     .

The following takes T54W as an example.



If the auto answer feature is enabled for the default account, the auto answer icon appears on the phone screen.

FAQ

Can't receive any incoming calls?

Switch Among Handset, Speakerphone & Headset Modes

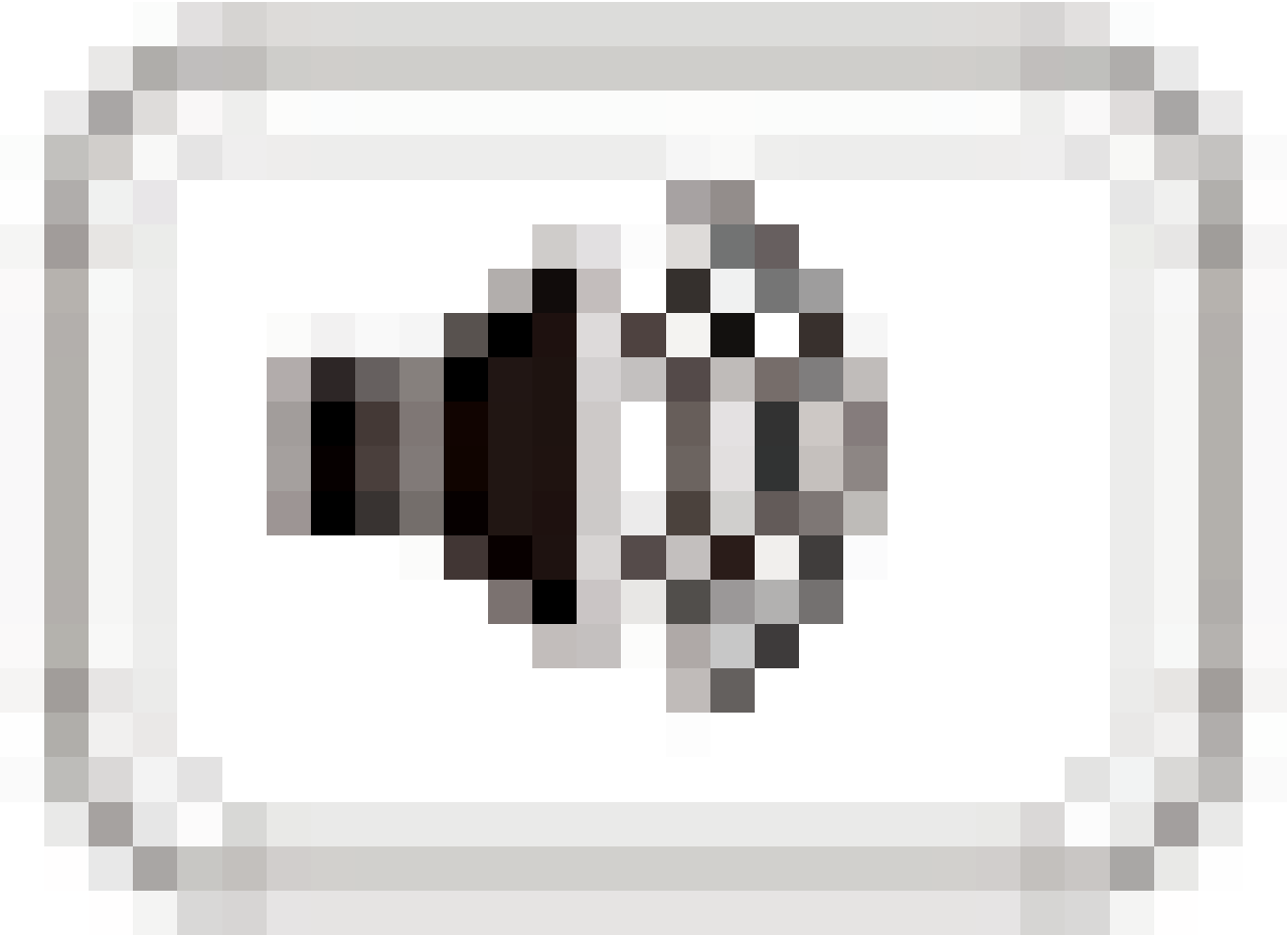
Introduction

You can select the desired mode before placing a call or alternate among Speakerphone, headset, and handset modes during a call.

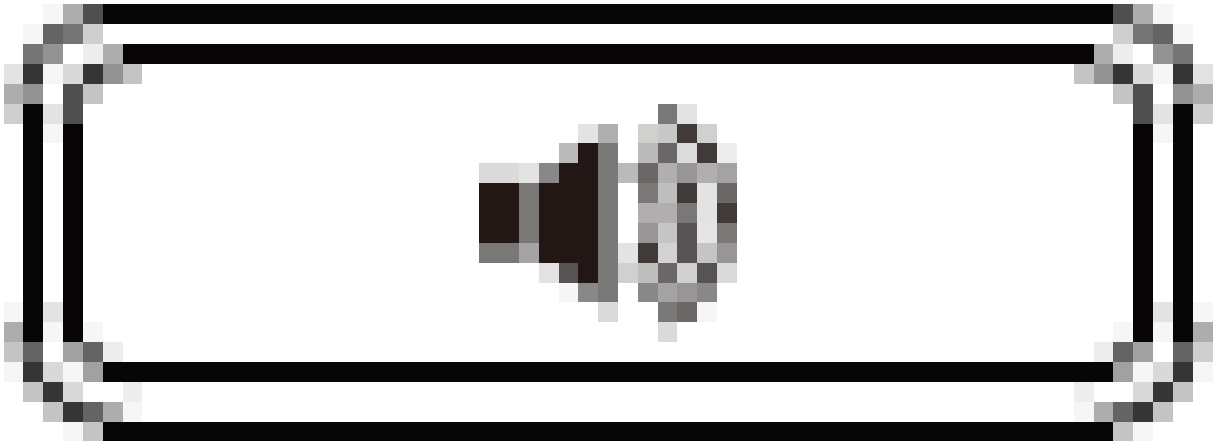
> It is not applicable to CP925/CP935W/CP965.

Procedure

During the call, pick up the handset. Then press the **Speakerphone**/

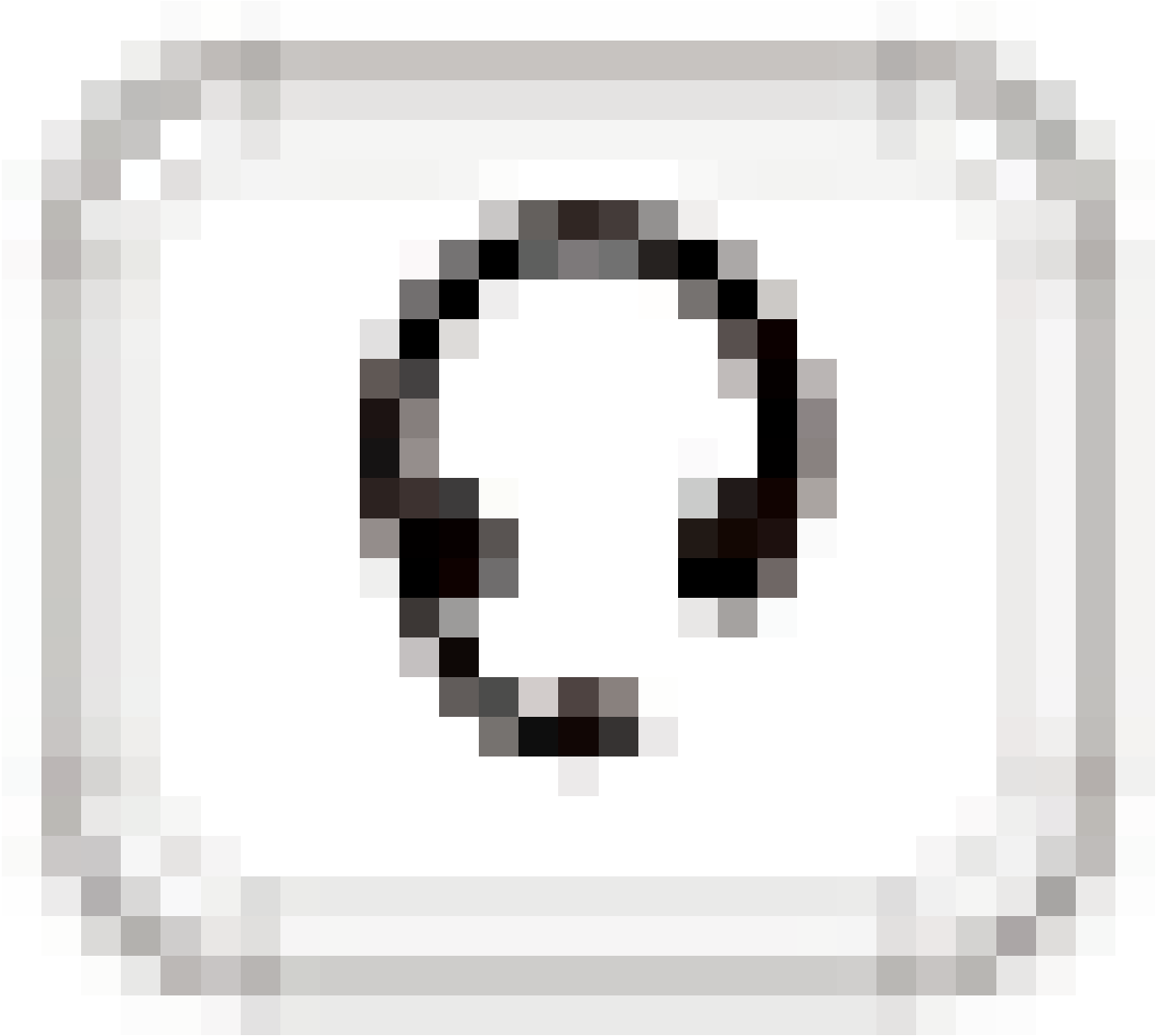


/

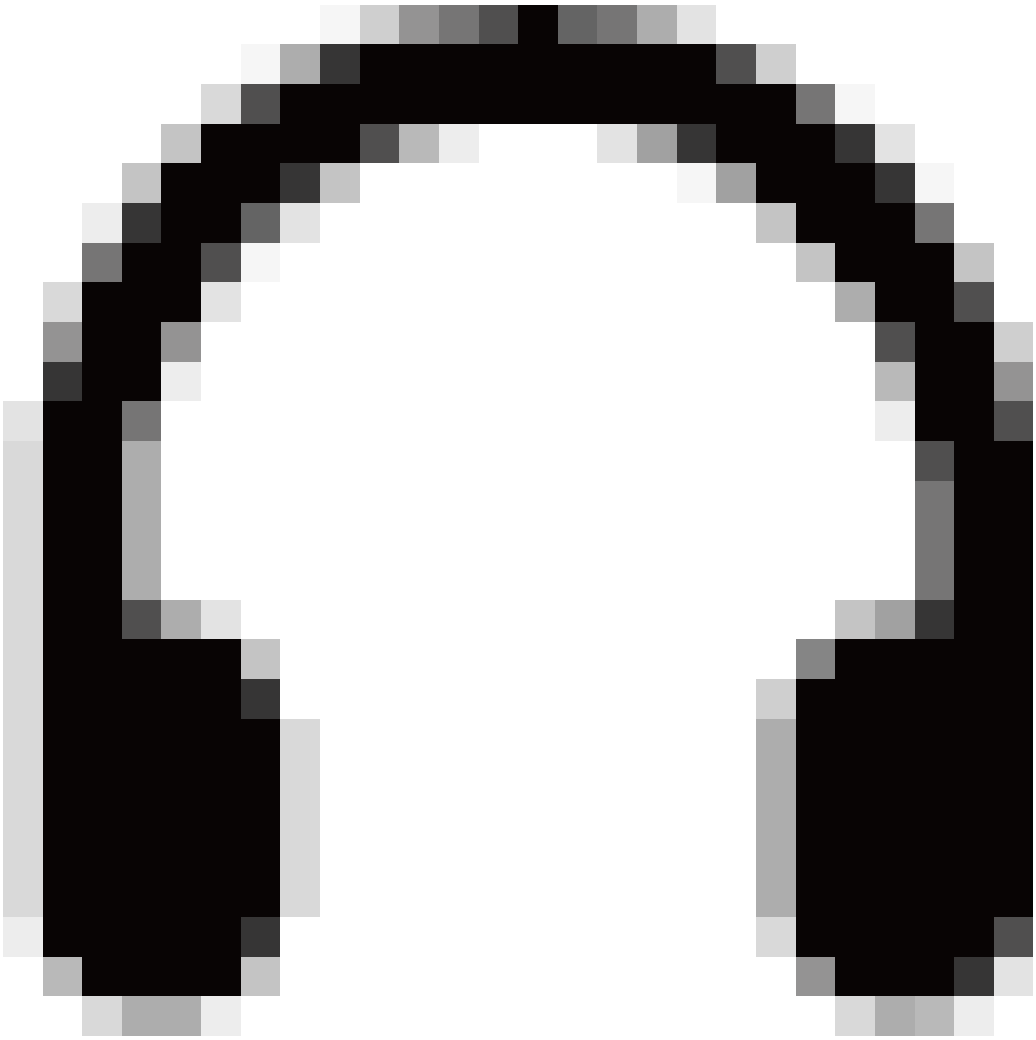


key, or the **HEADSET**/

/



/



key.

For example, if you're using the handset, press the **HEADSET** key to switch to the headset or the **Speakerphone** key to switch to the speakerphone.

The following takes T54W as an example.

Your system administrator can disable your use of the handset, speakerphone (Hands-free), or headset mode.

Call Waiting

Call Waiting

Introduction

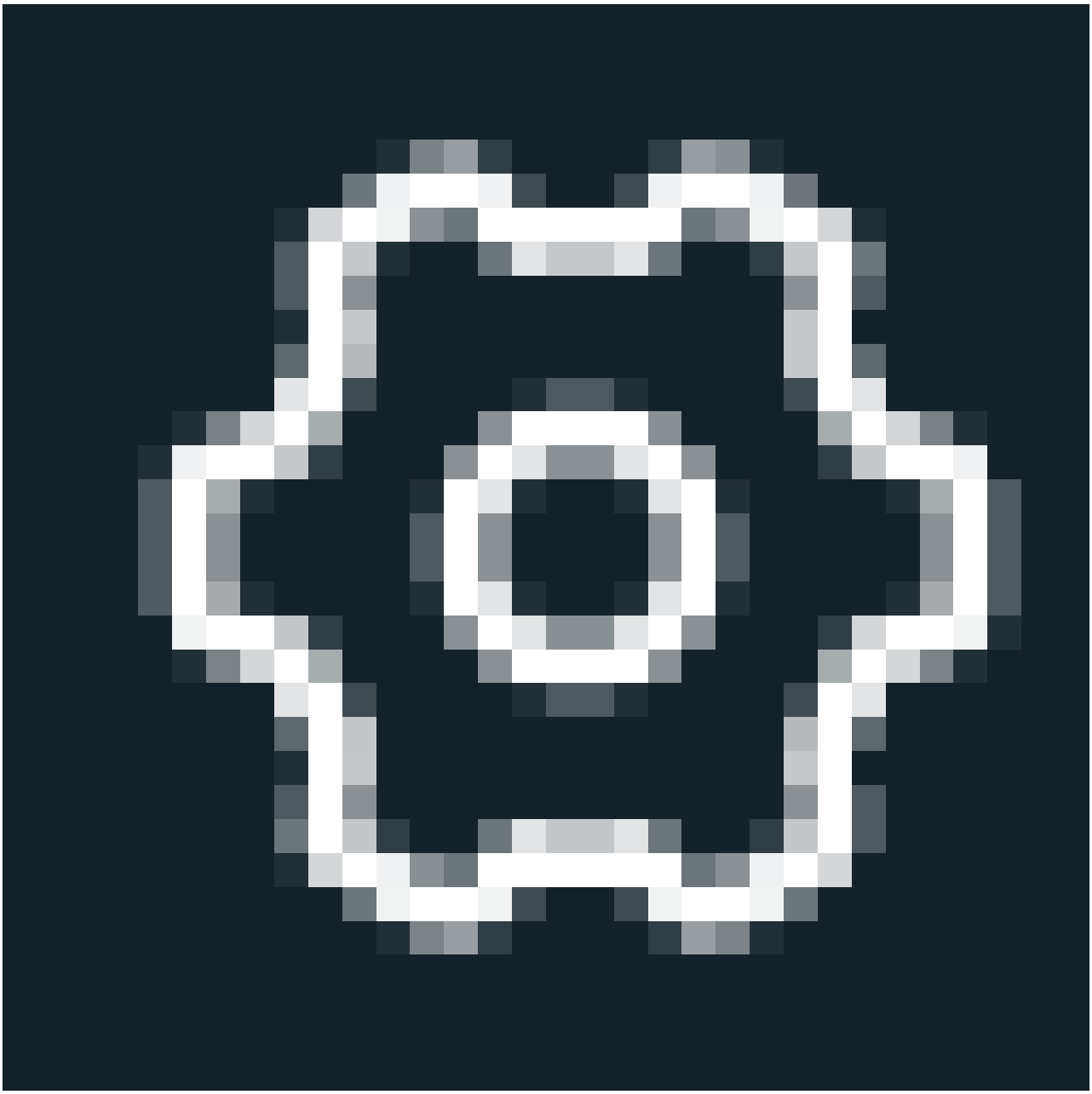
If the call waiting feature is disabled, the new incoming calls are automatically rejected when there are already calls.

Before You Begin

Check with your system administrator if the call waiting for the off code is required. If required, get it from your system administrator.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Features** > **Call Waiting**.
   - For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >

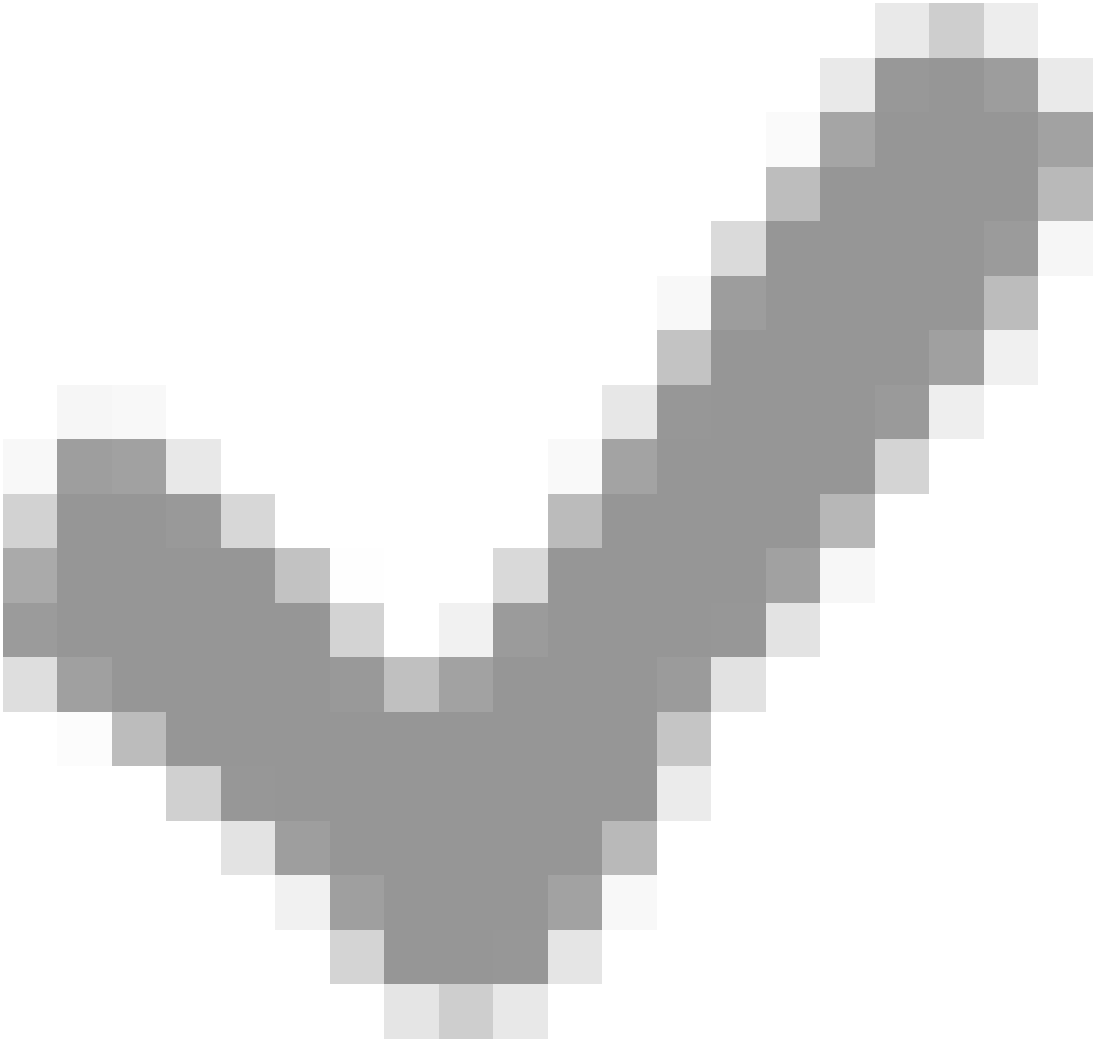


> **Call Waiting**.

- For CP925/CP935/CP965 phones, go to **More** > **Features** > **Call Waiting** or **More** > **Settings** > **Features** > **Call Waiting**.
- For VP59/T58A/T58W phones:

  1- Swipe left or right to go to the second idle screen.
- 2- Go to **Settings** > **Features** > **Call Waiting** or go to **More** > **Settings** > **Features** > **Call Waiting**.

2. Enable **Call Waiting**.
3. (Optional.) Enter the call waiting off code in the **Off Code** field.
4. Select **Save** or



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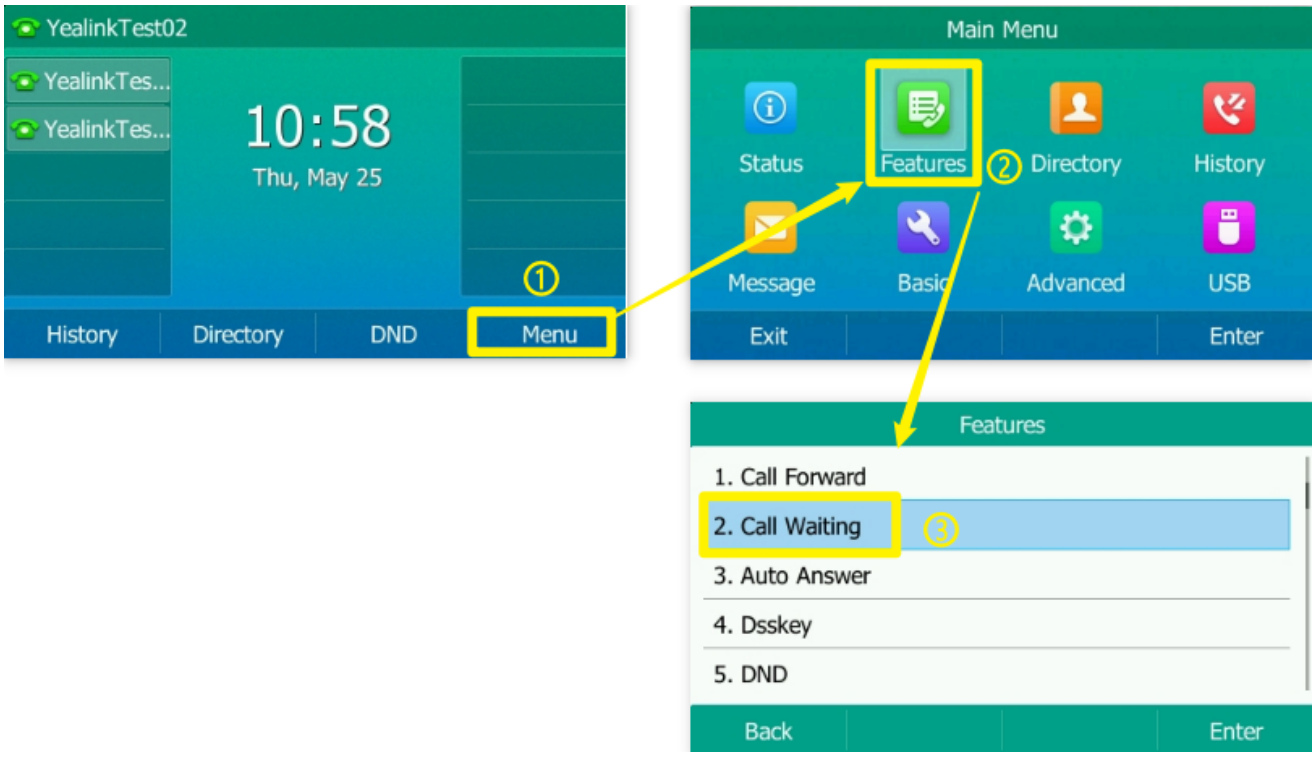
5. *The following takes T54W as an example.*



FAQ

Call Waiting Not Working?

Silence & Reject Incoming Calls

Silence Call

Introduction

You can silence a call to stop your phone from ringing. Even if you silence the call, the incoming call notification will be displayed on your phone.

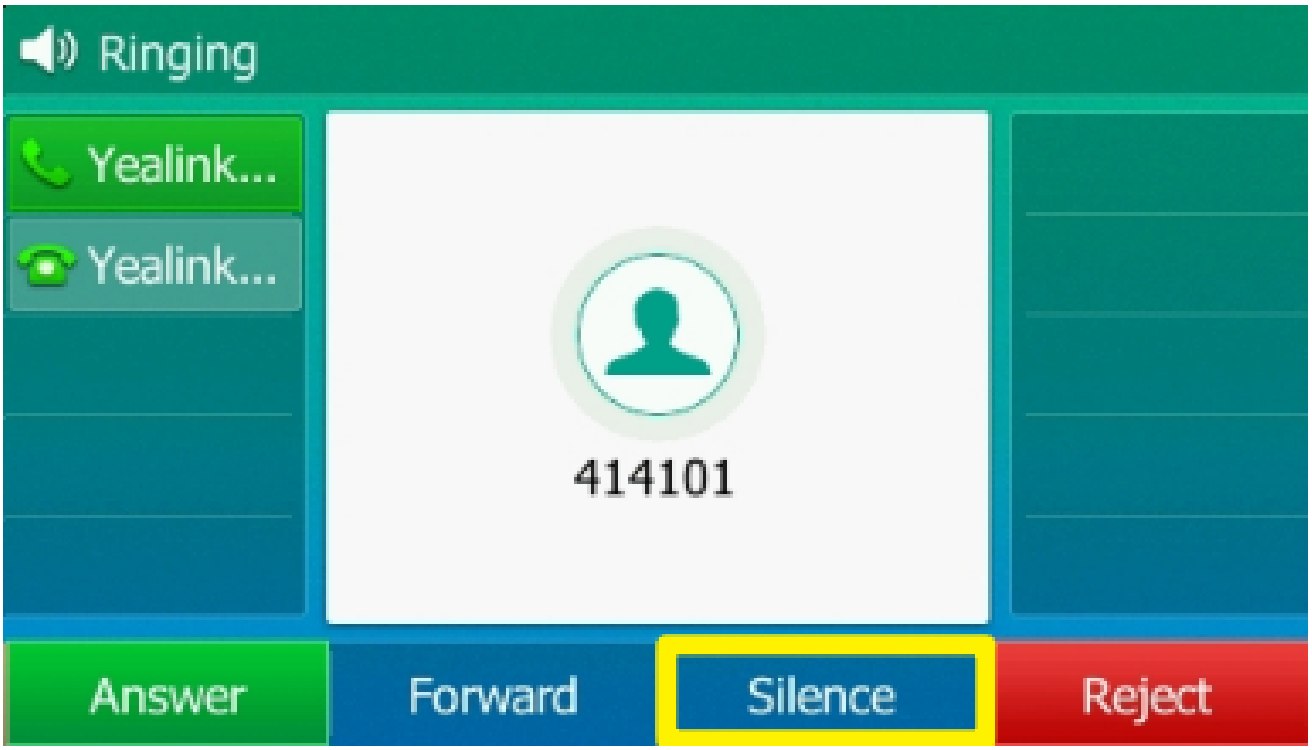
Procedure

Do one of the following:

- For T3X/T4X/T5X/VP59/T7X/T8X, select **Silence**.
- For CP925/CP935/CP965, tap

.

- *The following takes T54W as an example.*



Reject Call Manually

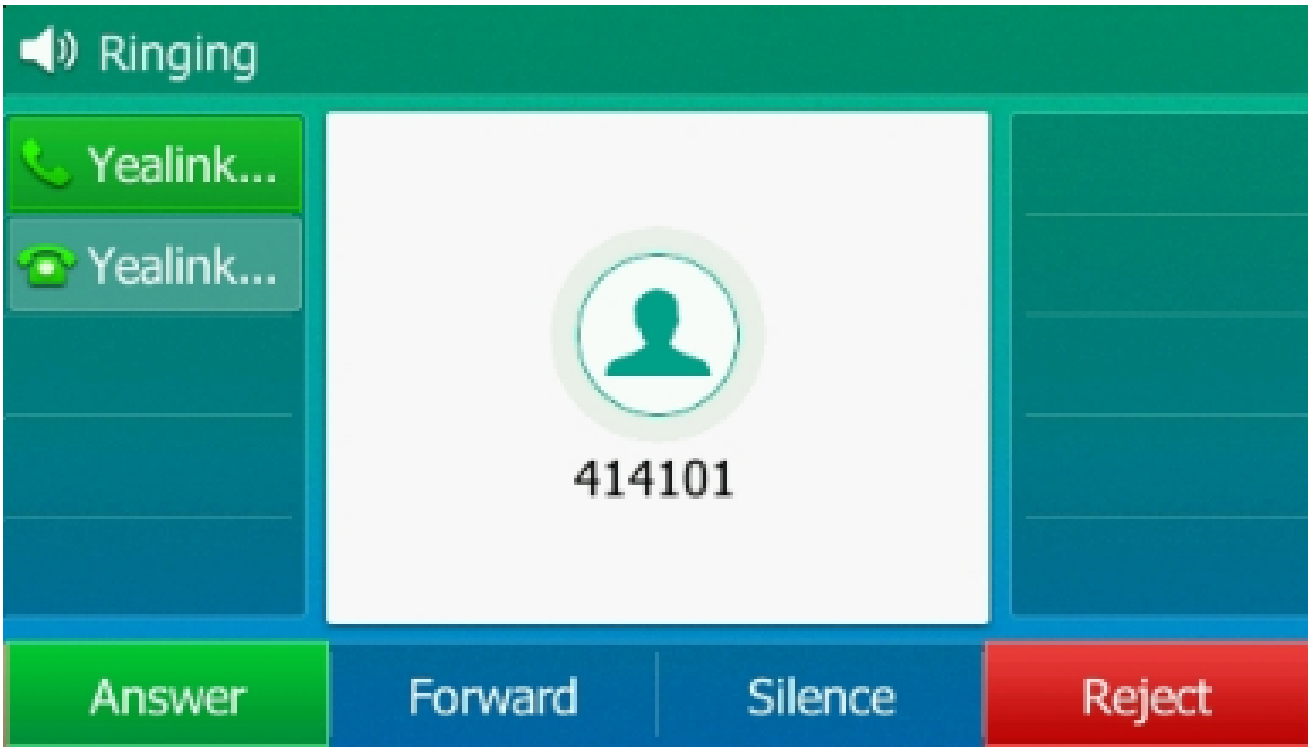
Introduction

You can reject a call manually, and the call may be sent to voice mail. The rejected calls are displayed in the Received Calls list in your History list.

Procedure

Select **Reject**.

The following takes T54W as an example.



Reject Anonymous Calls

Introduction

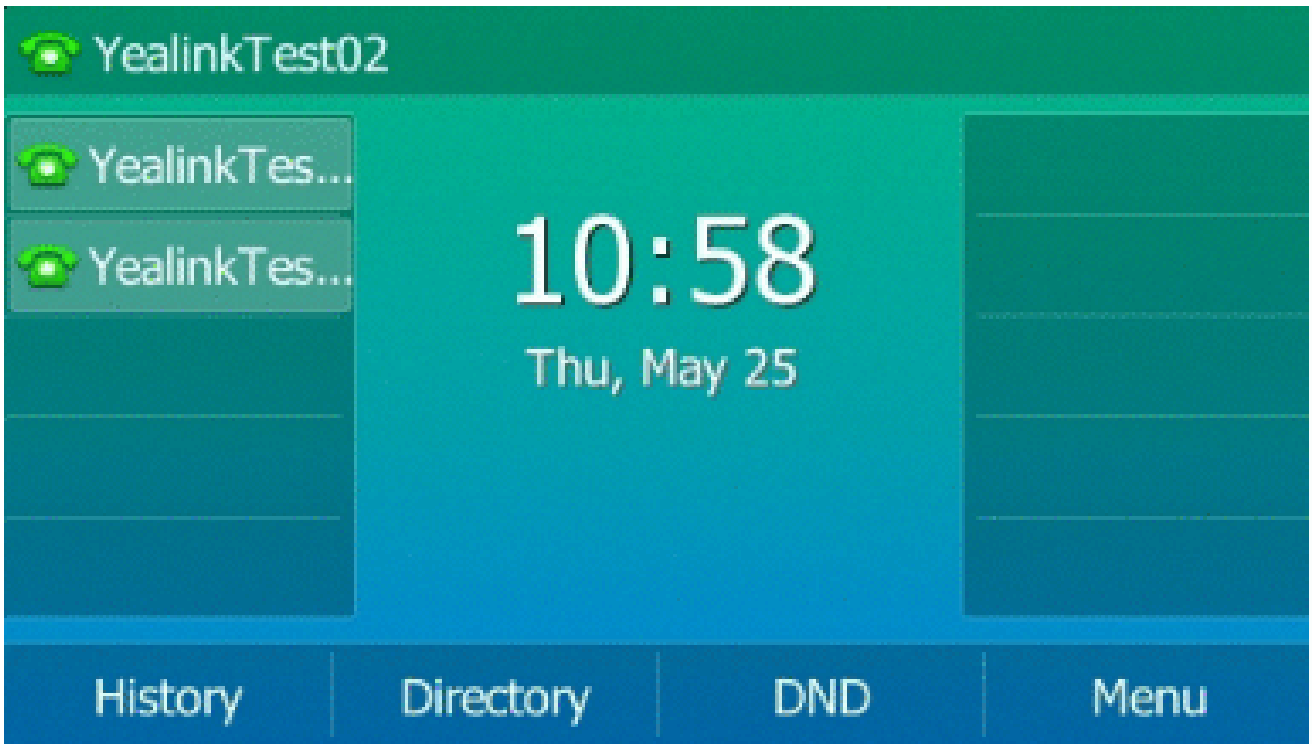
You can reject incoming calls from callers who have hidden their identities. As a result, your phone will not ring, and you will not be notified of an attempted call.

Before You Begin

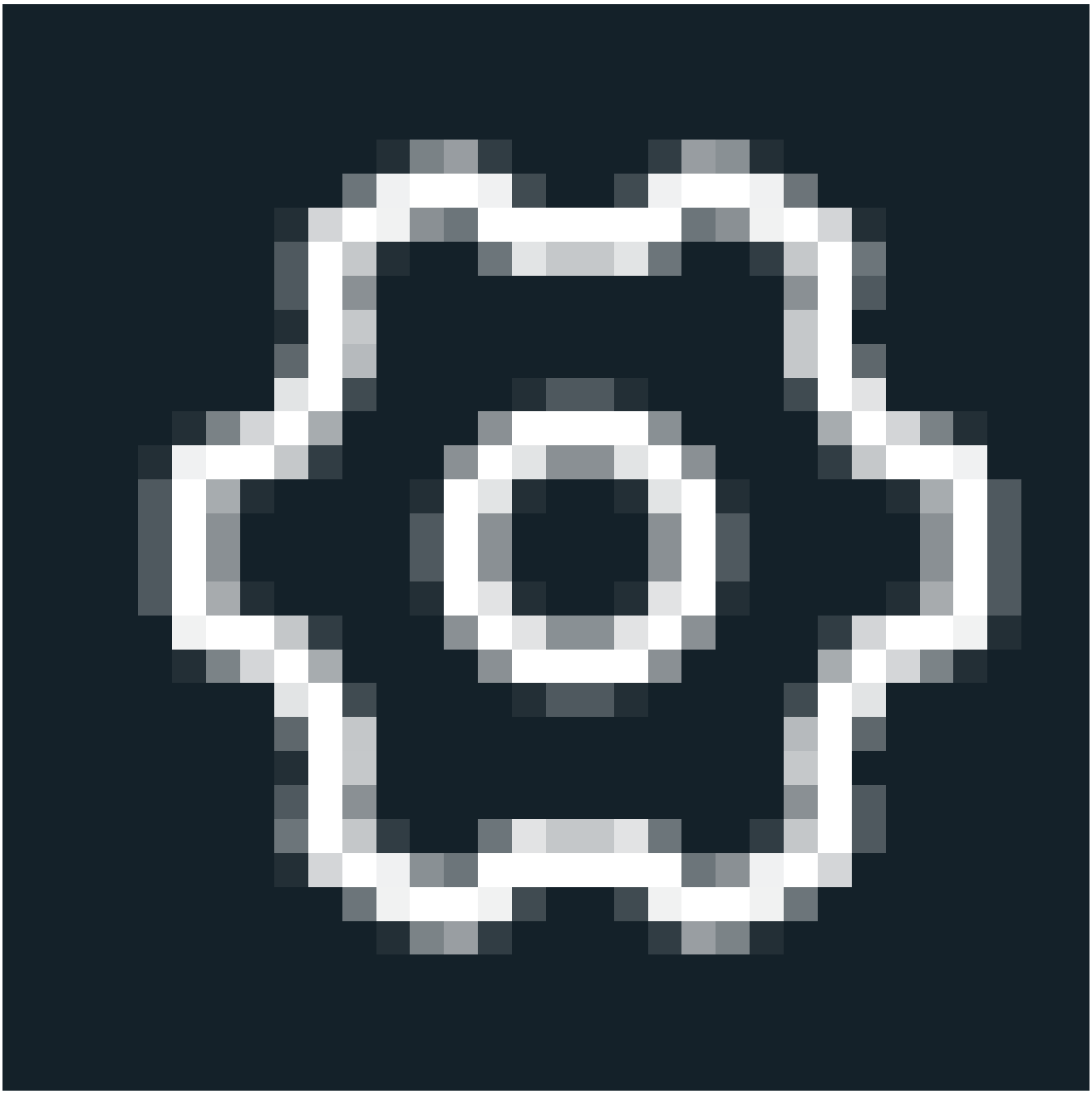
Check with your system administrator if the anonymous call rejection on code or off code is required. If required, get it from your system administrator.

Procedure

1. Do one of the following:
2. *The following takes T54W as an example.*



- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Features** > **Anonymous Call** or go to **Menu** > **Features** > **Others** > **Anonymous Call**.
- For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >



> **Anonymous**.

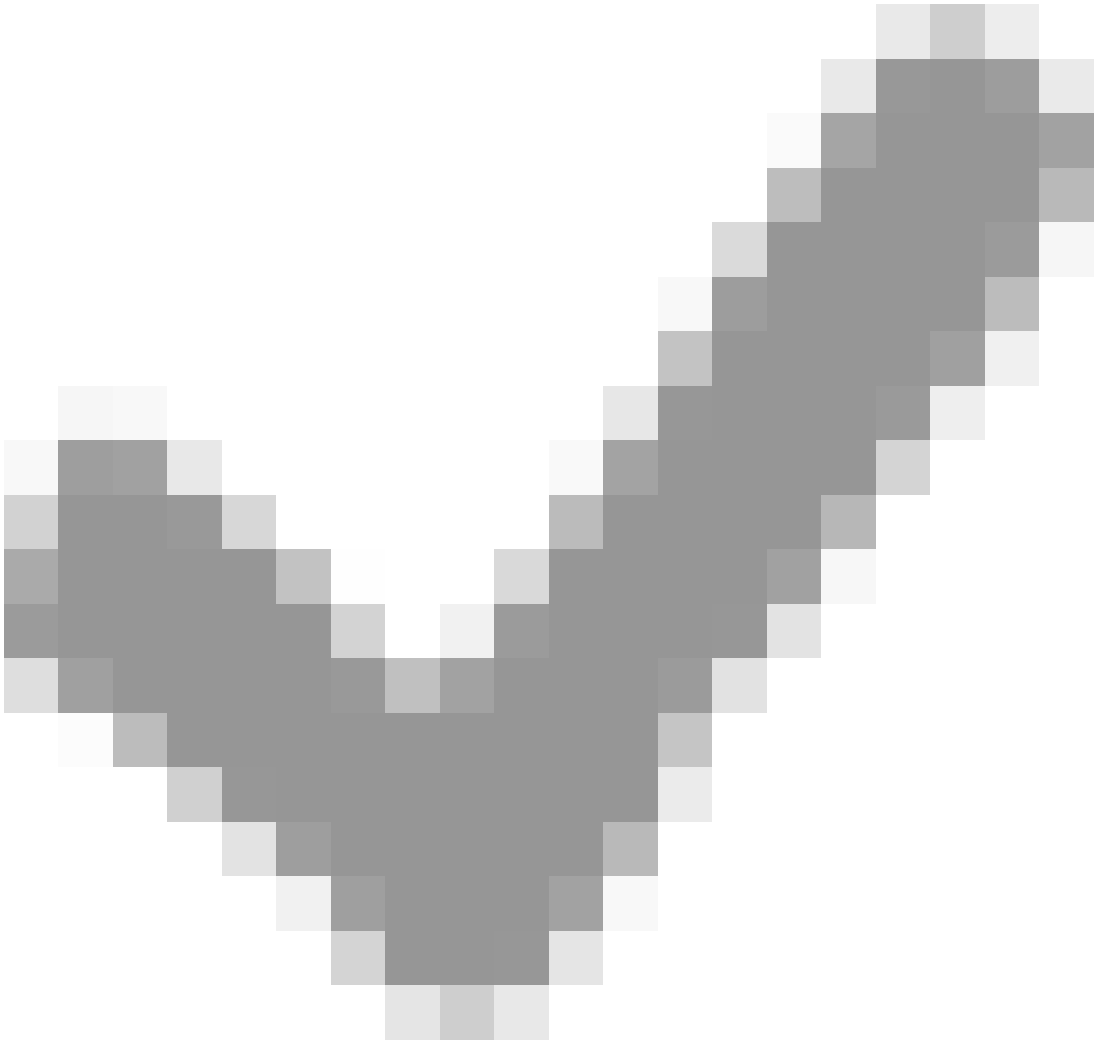
- For CP925/CP935W/CP965 phones, go to **More** > **Features** > **Anonymous Call** or **More** > **Settings** > **Features** > **Anonymous Call**.
- For VP59/T58A/T58W phones:

  1- Swipe left or right to go to the second idle screen.

  2- Go to **Settings** > **Features** > **Anonymous**.

2. Select the desired line (it is not applicable to T30P/T30 phones).
3. Enable **Local Anonymous Rejection** (Anonymous Rejection).
4. (Optional) Select the desired value from the **Send Rejection Code** field.
5. (Optional) Enter the anonymous call rejection on code and off code, respectively, in the **On Code** and **Off Code** fields.
6. Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T8X phones, select **Save**.
- For VP59/T58A/T58W/CP925/CP935/CP965 phones, select **Save** or tap



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Silence & Reject Incoming Calls

Introduction

You can enable DND to reject all incoming calls automatically when you do not want to be interrupted.

If you want to receive incoming calls from specific numbers when DND is enabled, you can ask your system administrator to set DND Authorized Numbers.

> Check with your system administrator to see if the DND feature is available on your phone.

Reject Calls with DND on All Lines

Introduction

You can enable DND for all lines if there are multiple lines on the phone. After activating it, the phone will reject all incoming calls automatically.

> If DND and busy forward are activated on the phone, calls will be forwarded to the configured destination number.

Before You Begin

Check with your system administrator if the DND on code or off code is required. If required, get it from your system administrator.

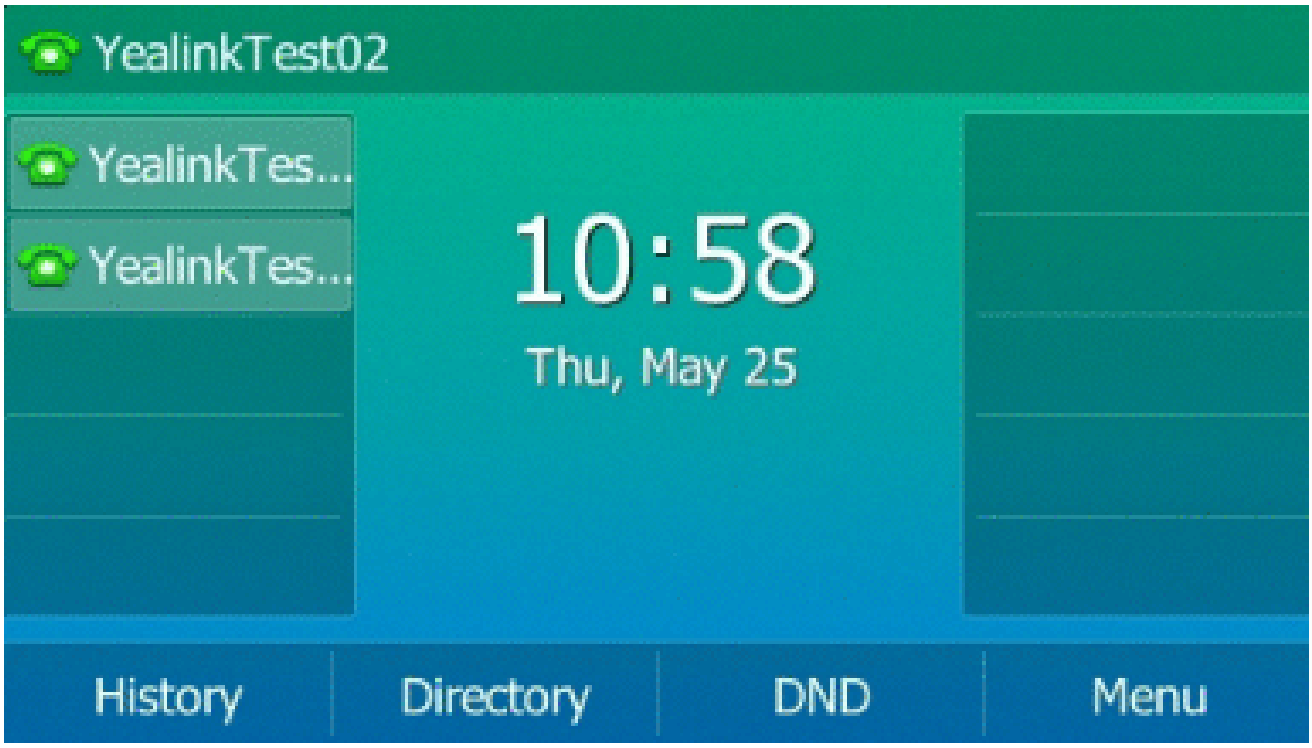
Procedure

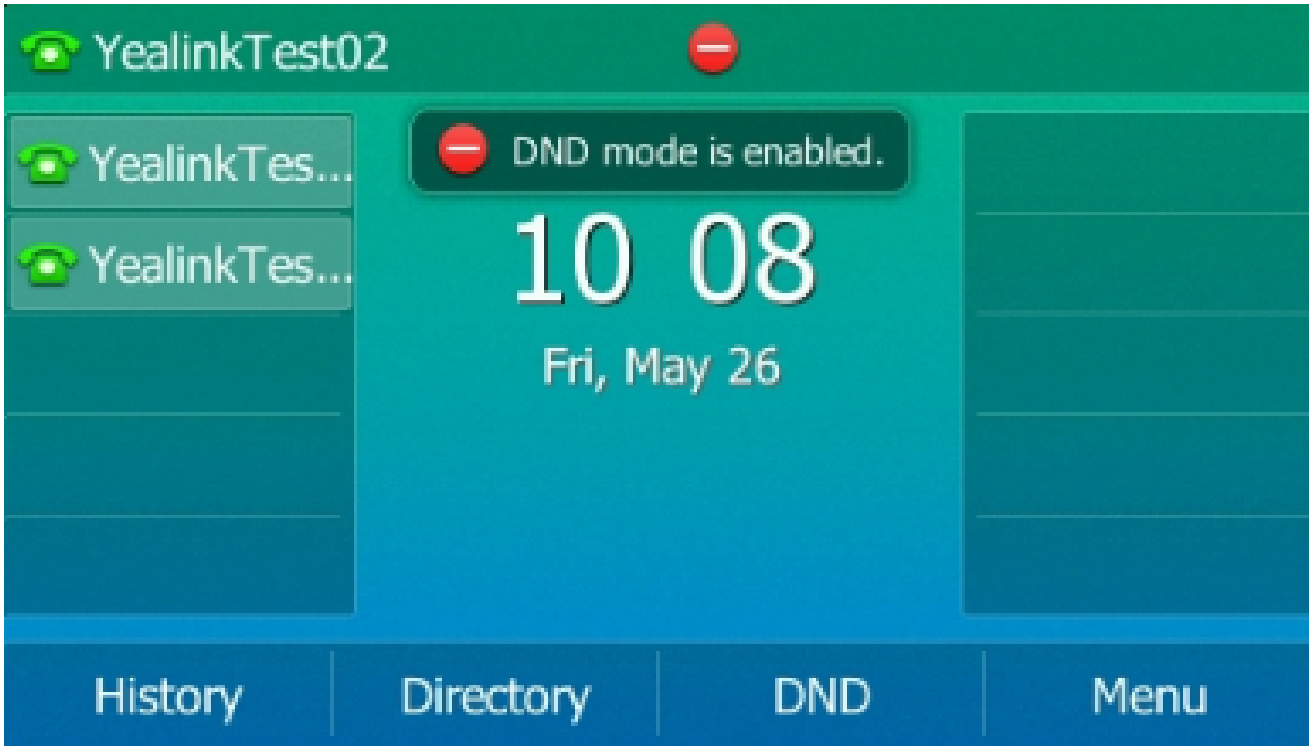
Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, press **DND** or go to **Menu** > **Features** > **DND**.
- Select the desired line.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, do one of the following:
  - Swipe down from the top of the screen and enable **DND**.
  - Go to **Settings** > **Features** > **DND** or **Settings** > **DND**.

1. Enable **DND**.
2. (Optional) Enter the DND on code or off code, respectively, in the **On Code** or **Off Code** field.
3. Select **Save**.
4. The DND icon appears in the status bar.

   The following takes T54W as an example.





To activate or deactivate DND quickly, press the **DND** soft key when the phone is idle.

Reject Calls with DND on Specific Line

Introduction

By default, the DND feature applies to all lines on your phone. Your system administrator can change the DND mode to Custom so that you can enable DND for specific lines.

It is not available on the T30P/T30 phones.

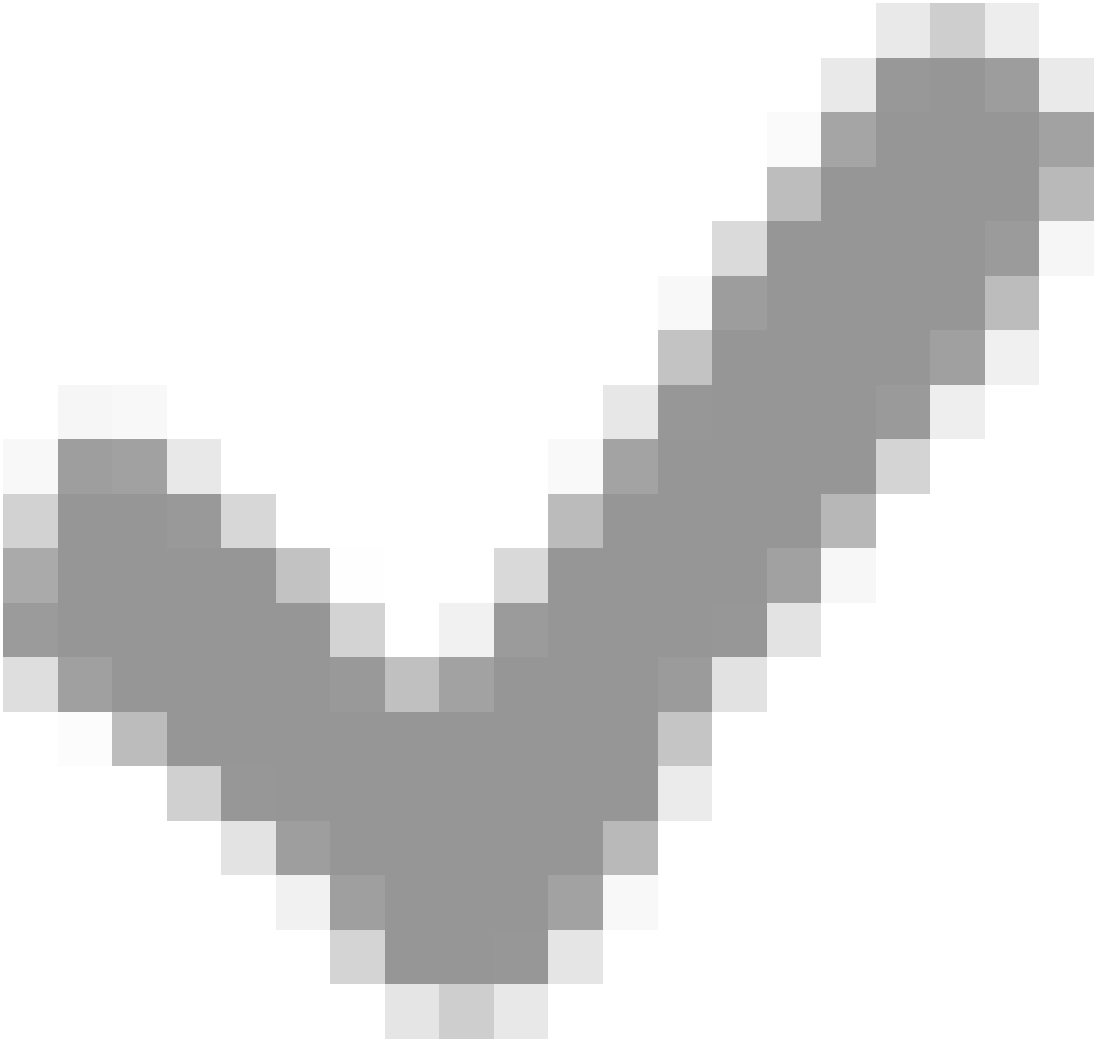
Before You Begin

The DND mode is set to **Custom**. Check with your system administrator if the DND on code or off code is required. If required, get it from your system administrator.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Press **DND** or go to **Menu** > **Features** > **DND**.
  b. Select the desired line.
  b. Enable **DND**.
  c. (Optional) Enter the DND on code or off code, respectively, in the **On Code** or **Off Code** field.
  d. Select **Save**.
  e. The DND icon appears on the desired line.
  f. If you activate DND on the default line, the DND icon will appear both on the line and in the status bar. For T48S/T46S/T48U/T46U/T57W/T54W/T53C/VP59/T58A/T58W, the phone also prompts you that DND is enabled.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Do one of the following:
     - Swipe down from the top of the screen and enable **DND**.
     - Go to **Settings** > **Features** > **DND** or **Settings** > **DND**.
  b. Enable **DND**/**DND Status**.
  c. (Optional) Enter the DND on code or off code, respectively, in the **On Code** or **Off Code** field.
  d. Select

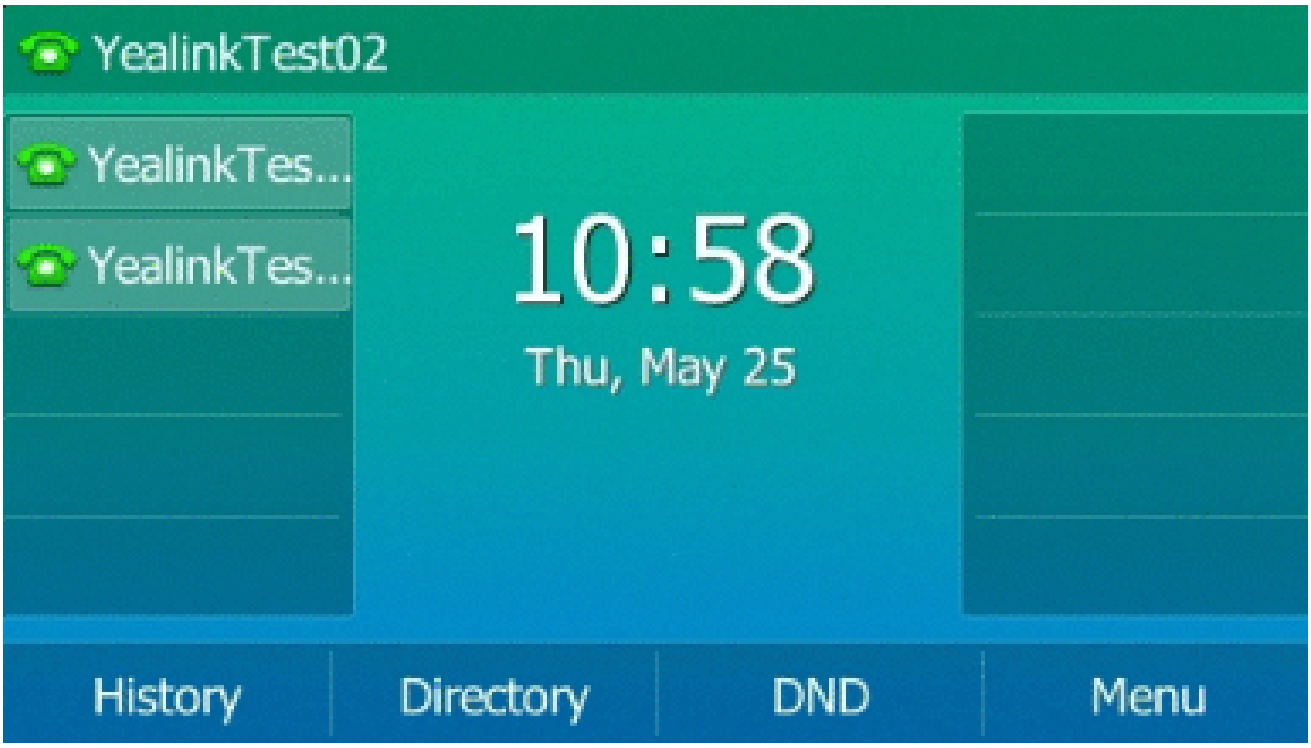


.

e. The DND icon appears on the desired line.

f. If you activate DND on the default line, the DND icon will appear both on the line and in the status bar.

The following takes T54W as an example.



Press the **All On** soft key to activate DND for all lines.

Disable DND

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Press **DND** or go to **Menu** > **Features** > **DND**.
  b. Select the desired line.
  b. Disable **DND**.
  c. *The DND icon disappears from the status bar.*
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Do one of the following:
    - Swipe down from the top of the screen and enable **DND**.
    - Go to **Settings** > **Features** > **DND** or **Settings** > **DND**.
  b. Disable **DND**/**DND Status**.
  c. *The DND icon disappears from the status bar.*

- Press the **DND** soft key when the phone is idle to deactivate DND quickly.
- Press the **All Off** soft key to deactivate DND for all lines.

You can enable DND to reject all incoming calls automatically when you do not want to be interrupted.

> Check with your system administrator to see if the DND feature is available on your phone.

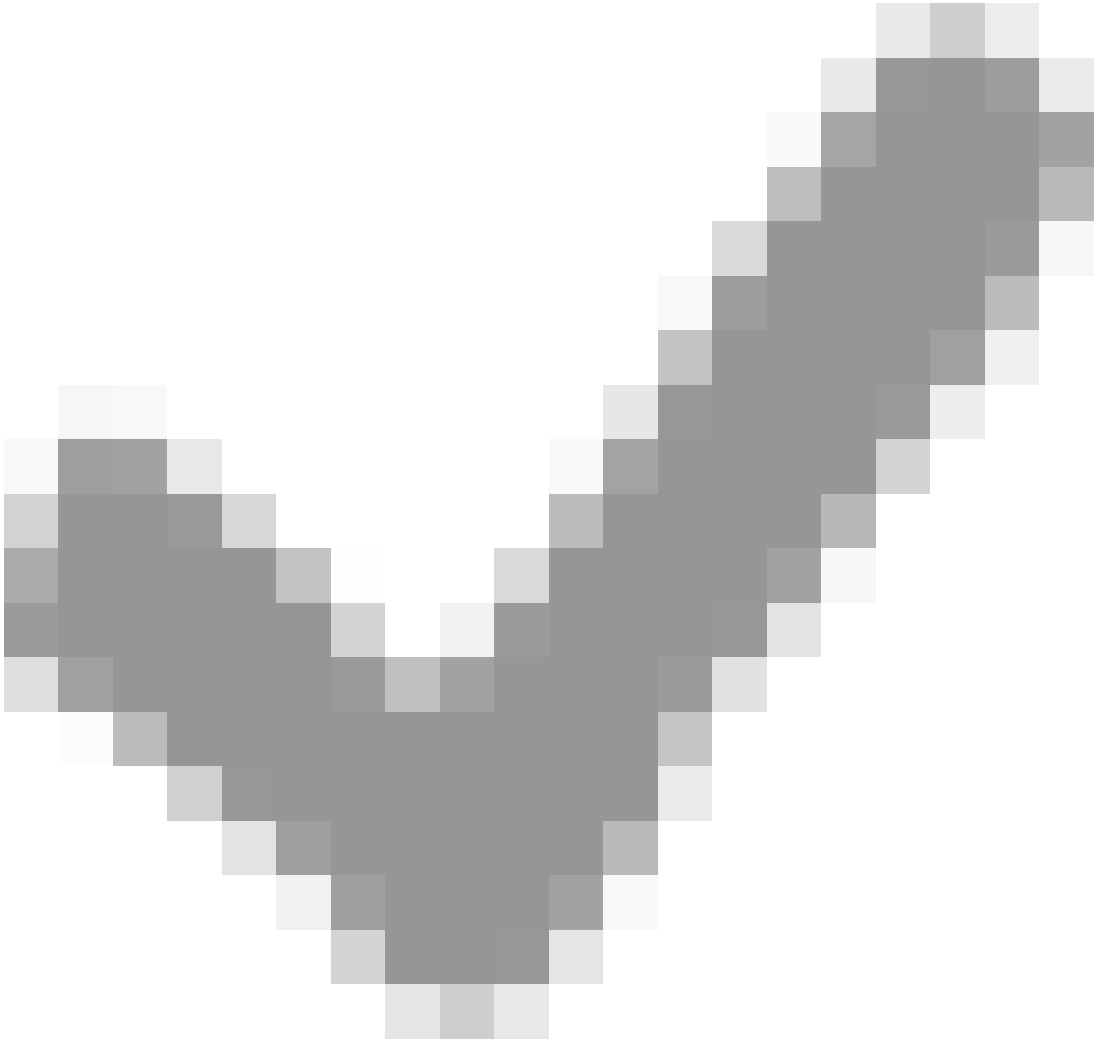
Enable DND for CP925/CP935W/CP965

You can activate DND to prevent your phone from ringing and automatically reject incoming calls. While DND is enabled, all calls you receive are logged in the **Missed Calls** list.

> If both DND and busy forward are activated on the phone, calls will be forwarded to the configured destination number.

Procedure

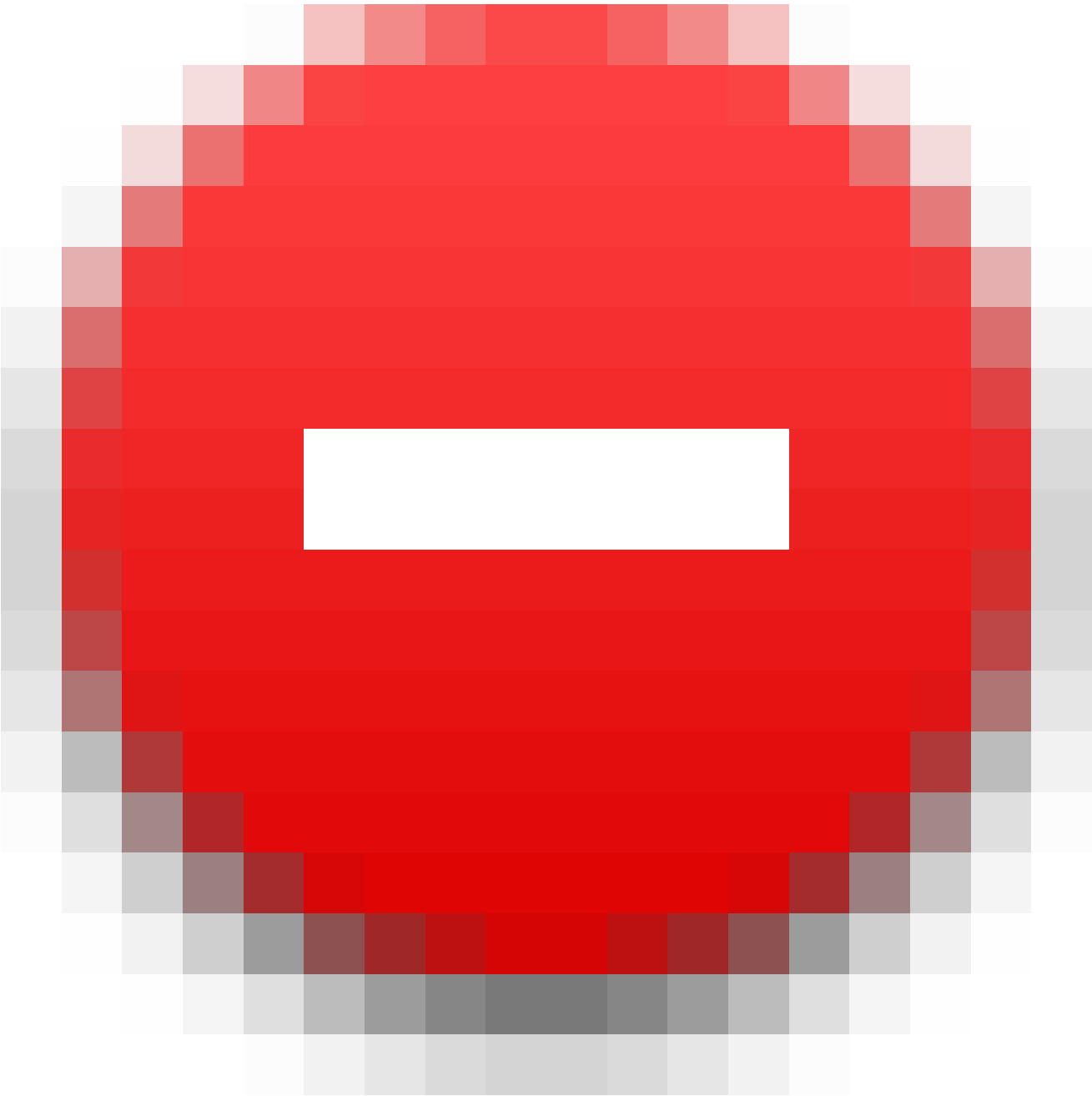
1. Do one of the following:
   - For CP925/CP935W, tap **More** > **DND** when the phone is idle.
   - For CP965:
     - Swipe down from the top of the screen to enter the control center and enable **DND**.
     - Go to **More** > **Settings** > **Features** > **DND**.
     - 1- Enable **DND Status**.
     - 2- Select



.

- Select **DND** during a call.

2. The DND icon



appears in the status bar.

3. Incoming calls will be rejected automatically, and "n New Missed Call(s)" ("n" indicates the number of missed calls. For example, 1 New Missed Call(s)) will appear on the phone screen.

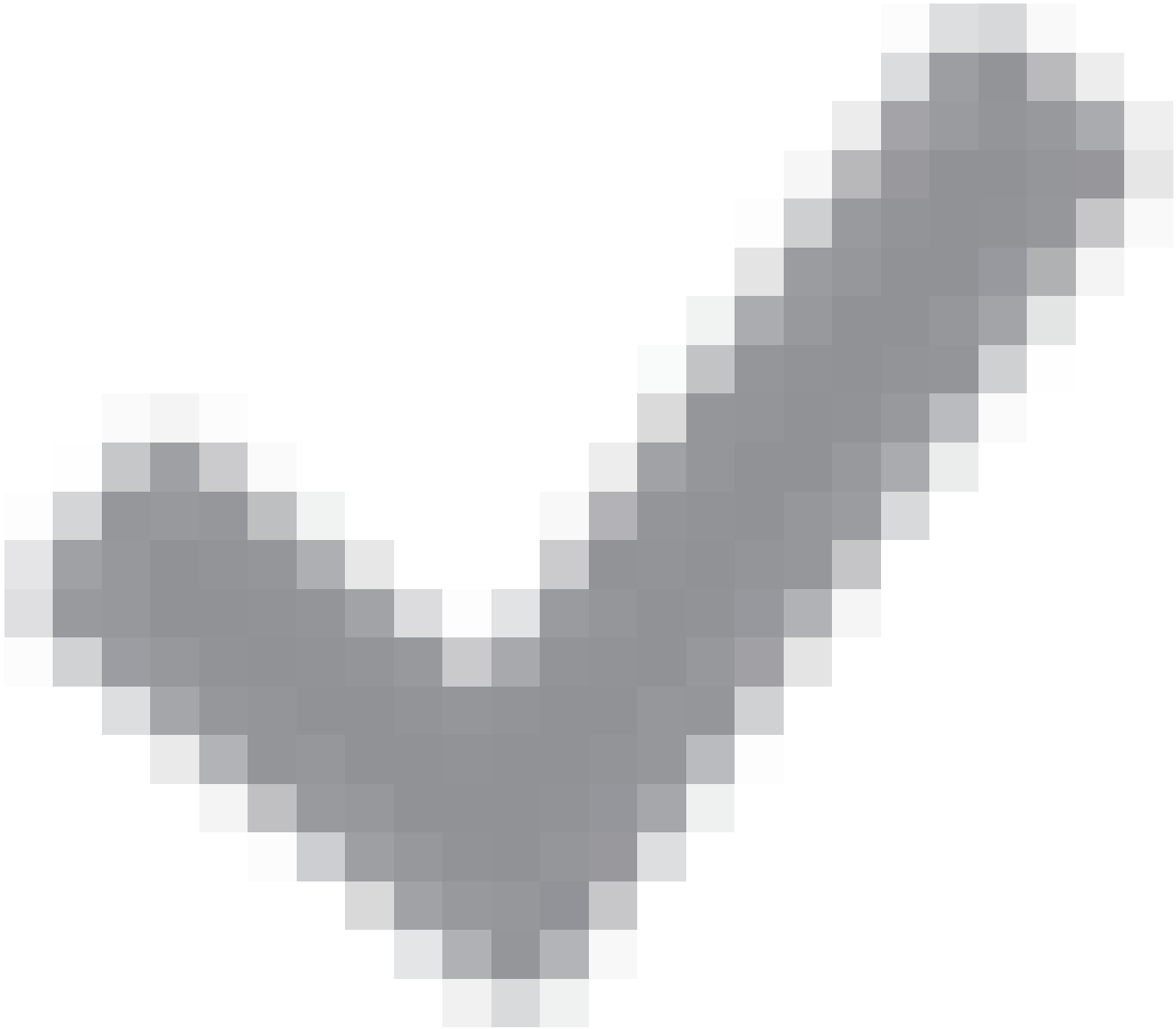
Disable DND for CP925/CP935W/CP965

You can deactivate DND when you are ready to resume receiving calls again.

Procedure

1. Do one of the following:
   - For CP925/CP935W, tap **More** > **DND** when the phone is idle.
   - For CP965:
     - Select **Exit DND mode.** from the idle screen.

- Swipe down from the top of the screen to enter the control center and toggle **DND** off.
- Go to **More** > **Settings** > **Features** > **DND**, turn off **DND Status,** and then select



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End Calls

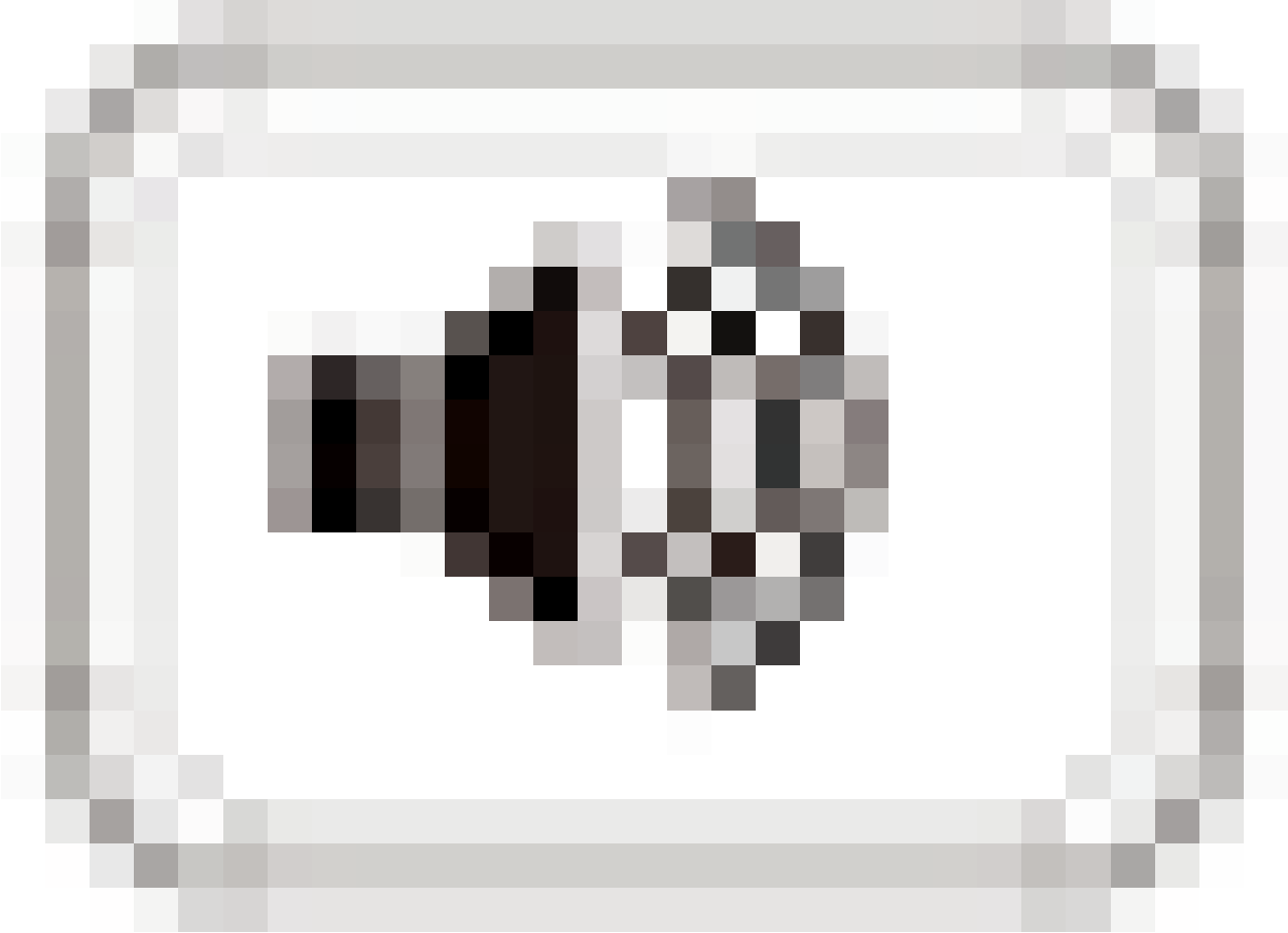
Introduction

You can end the current call at any time.

Procedure

Do one of the following:

- If you are using the handset, press the **Cancel** key, **End Call** (**EndCall**) or hang up the handset.
- If you are using the headset, press the **Cancel** key or **End Call** (**EndCall**).
- If you are using the speakerphone, press the **Cancel** key, **Speakerphone**/



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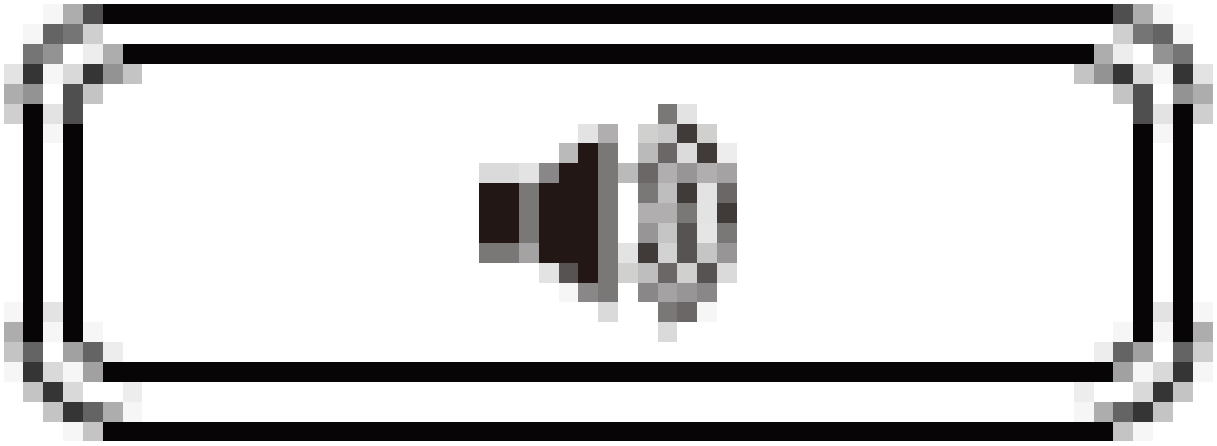
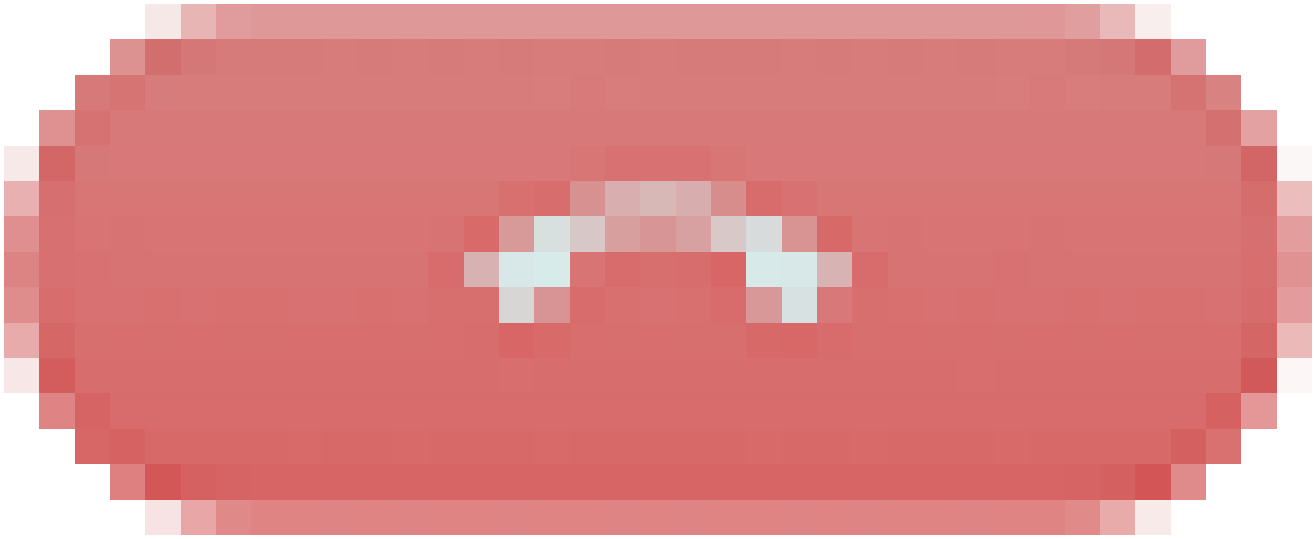


key or **End Call** (**EndCall**).

- For CP925/CP935W/CP965, tap



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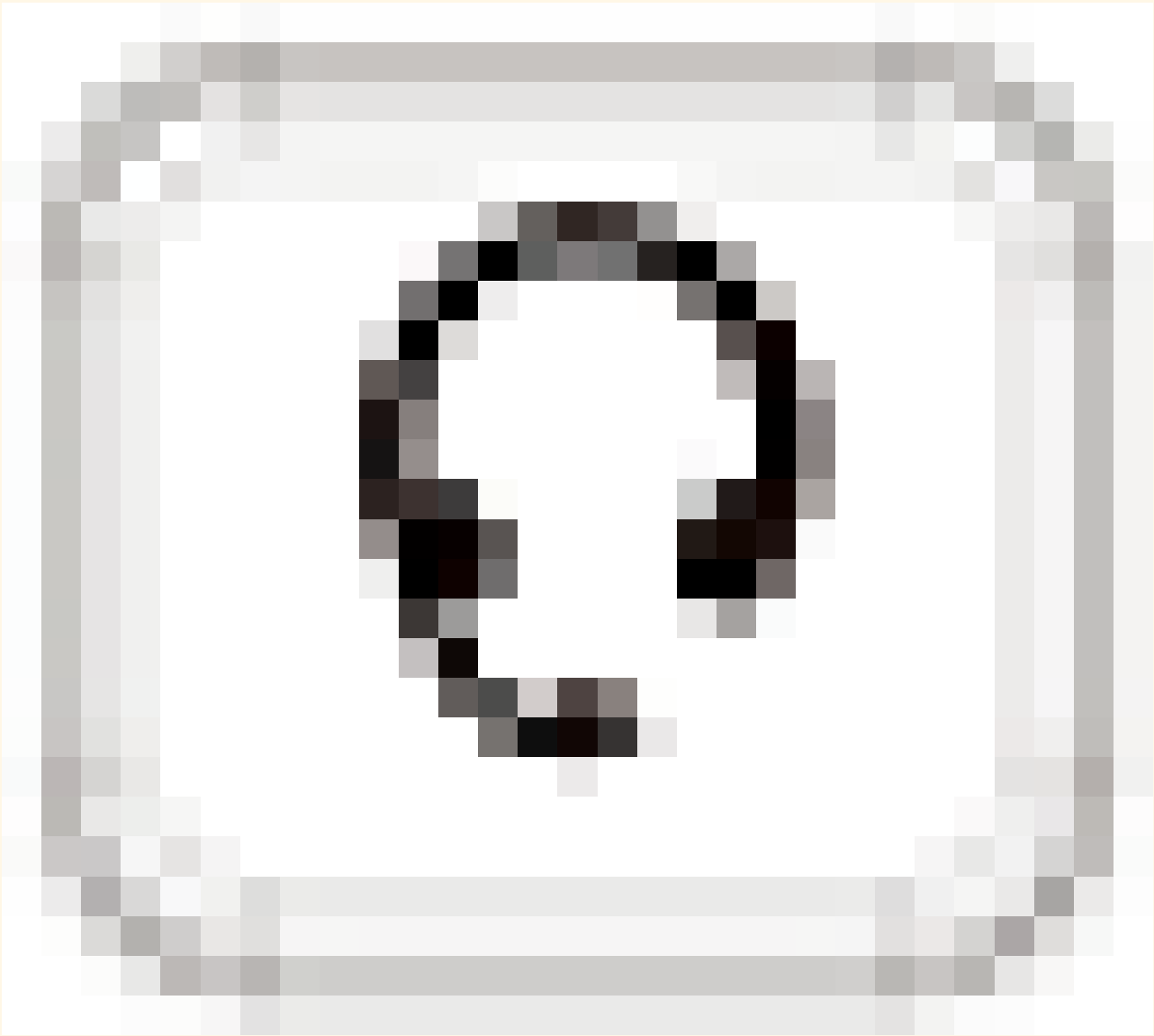
- You can press the **HEADSET**/



/

/

key to end calls. Check with your system administrator to see if End Call is available on your phone.

- It is not available on the T30P/T30 phones.

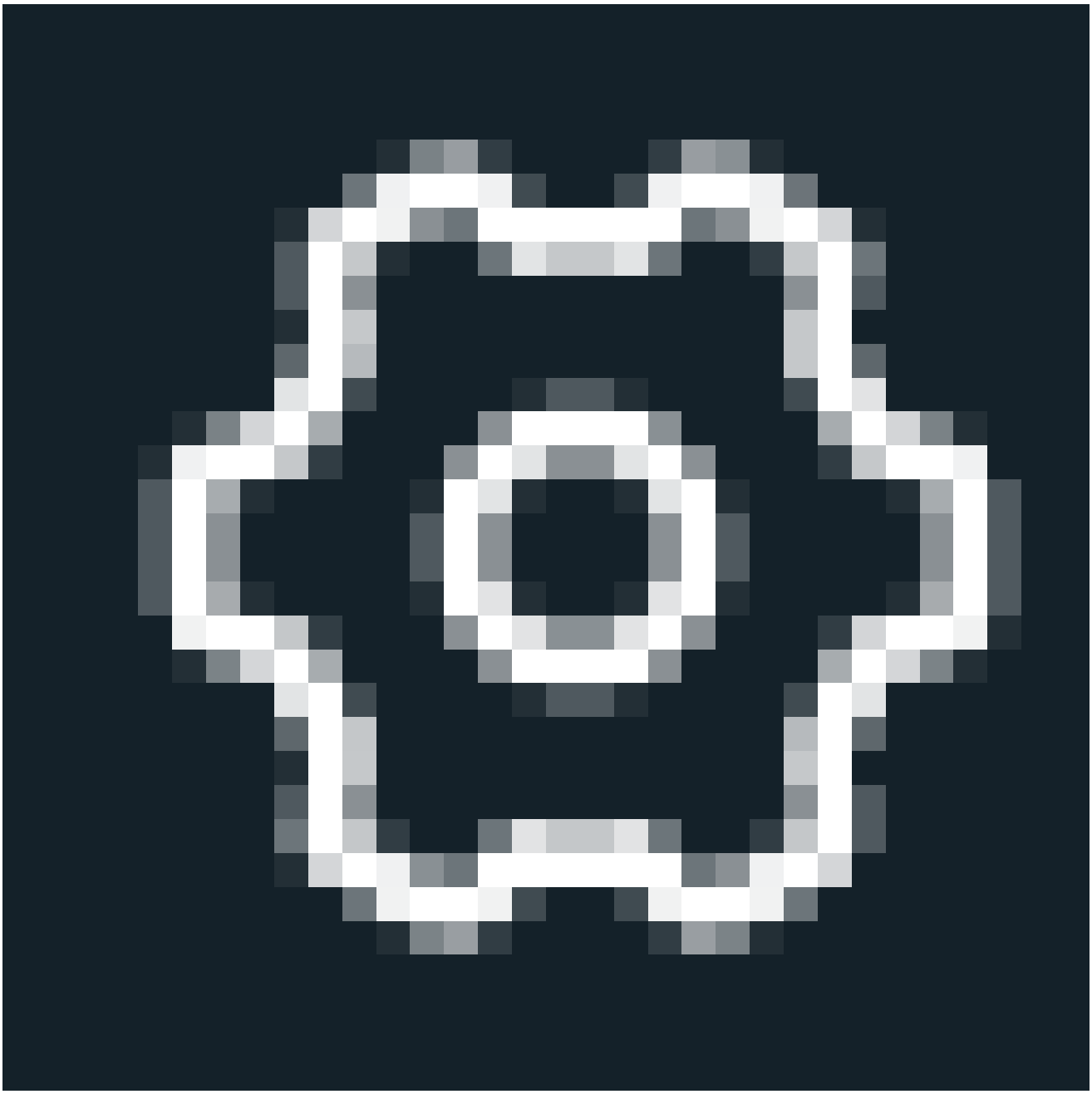
Redial Call Automatically

Introduction

You can set the phone to redial a phone number automatically when you call a contact and the contact’ s line is unavailable.

Procedure

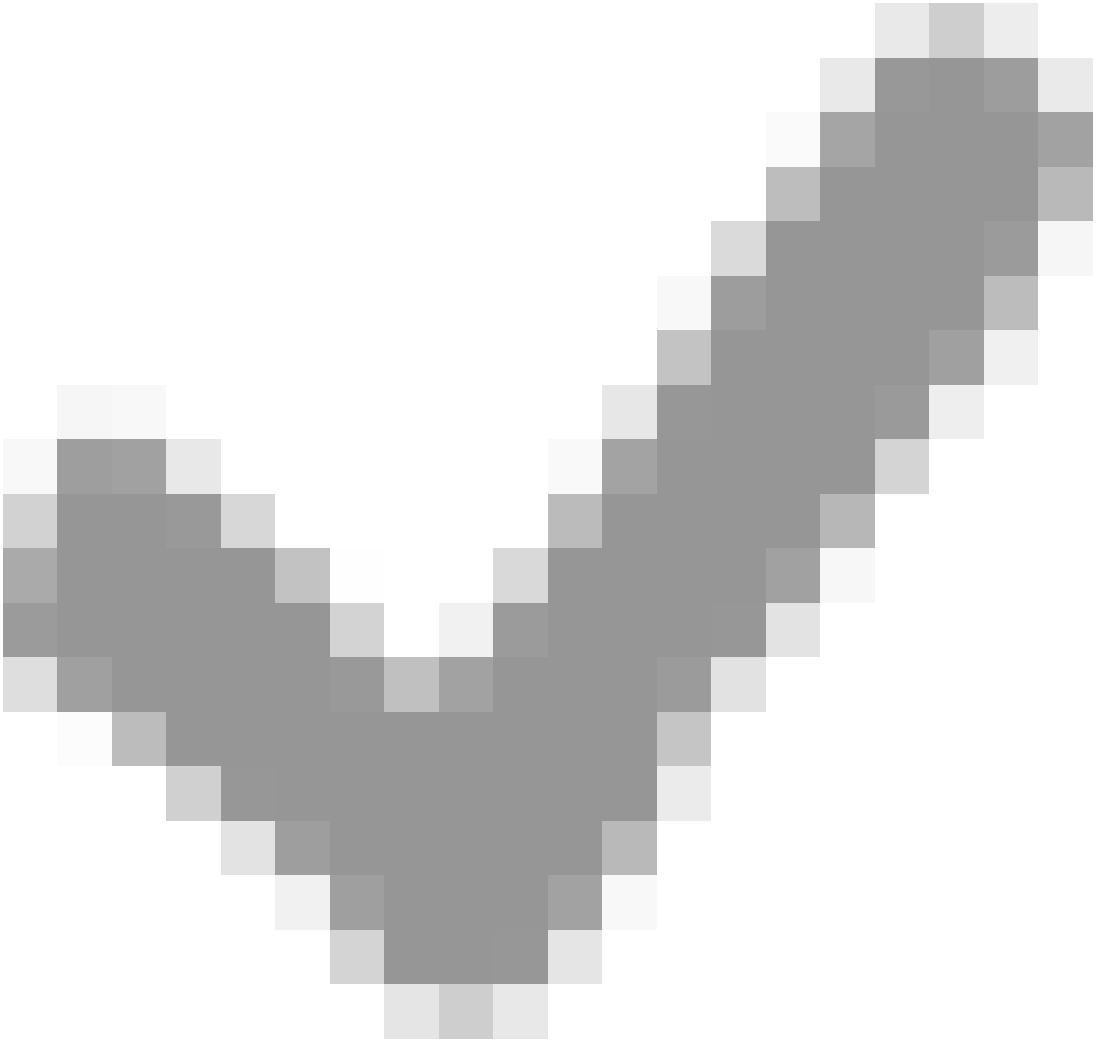
1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, do one of the following:
     - Go to **Menu** > **Features** > **Others** > **Auto Redial Setting**.
     - Go to **Menu** > **Features** > **Auto Redial**.
     - Go to **Menu** > **Features** > **Auto Redial Setting**.
   - For T88W (Pro)/T88V Pro phones:
     i. Go to **Call**/**Contact**/**History** >



> **Auto Redial**.

- For VP59/T58A/T58W phones:
  i. Swipe left or right to go to the second idle screen.
  ii. Go to **Menu** > **Features** > **Auto Redial**.
- For CP925/CP935W/CP965 phones:
  i. Swipe left or right to go to the second idle screen.
  ii. Go to **More** > **Features** > **Auto Redial** or **More** > **Settings** > **Features** > **Auto Redial**.

2. Enable **Auto Redial**.
3. Enter the desired time (between 1 and 300 seconds) in the **Redial Interval** field.
4. Enter the desired times (between 1 and 300) in the **Redial Times** field.
5. Select **Save** or tap



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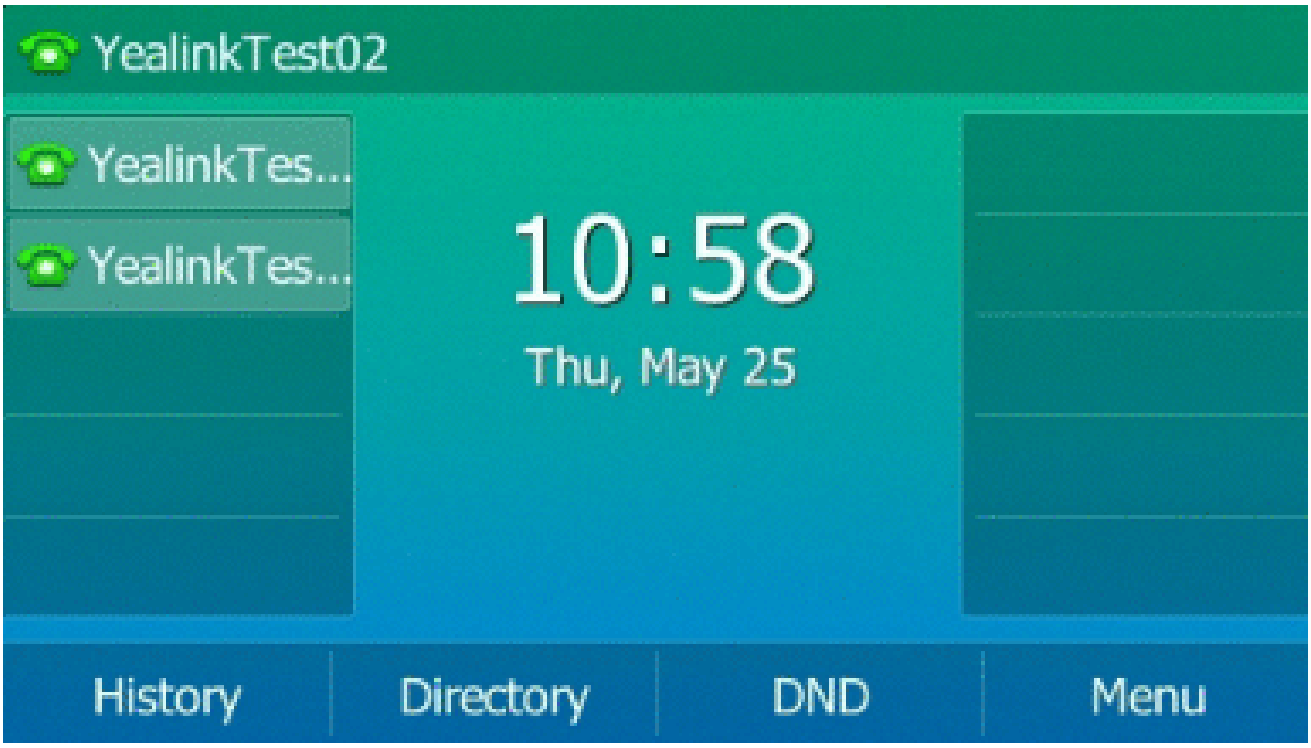
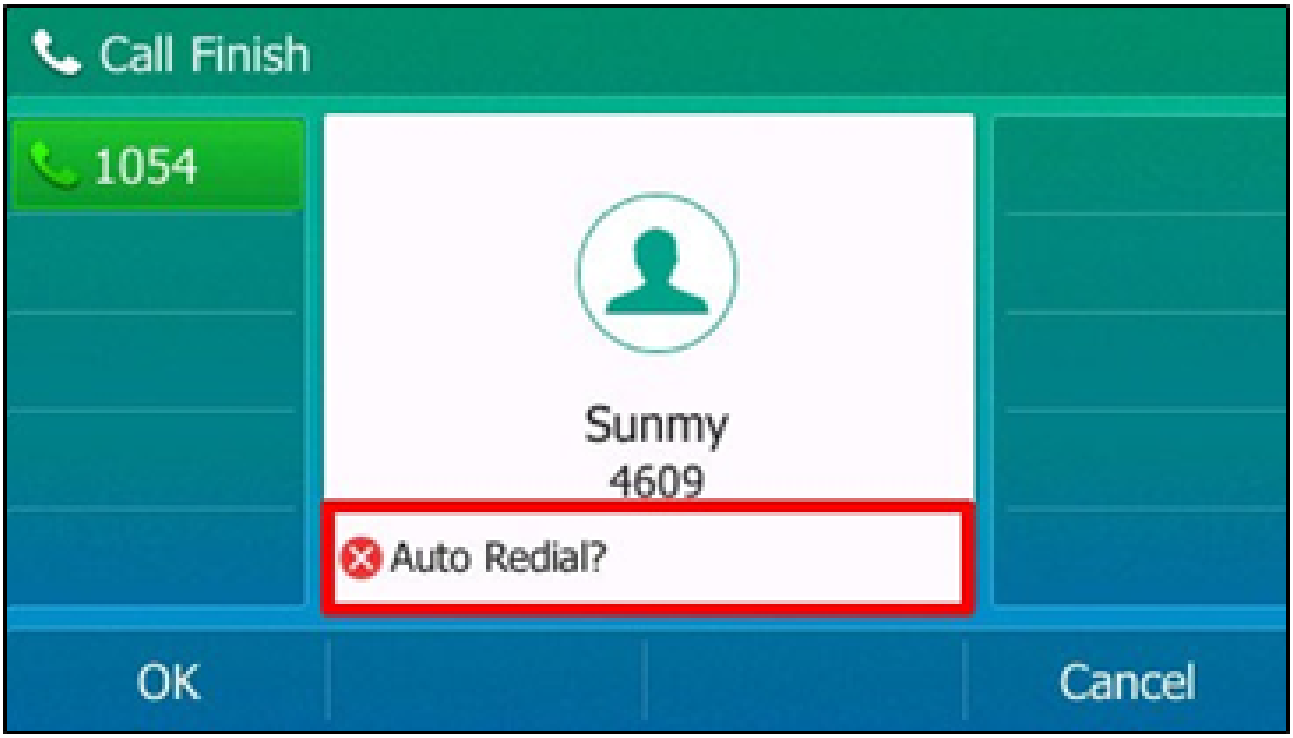
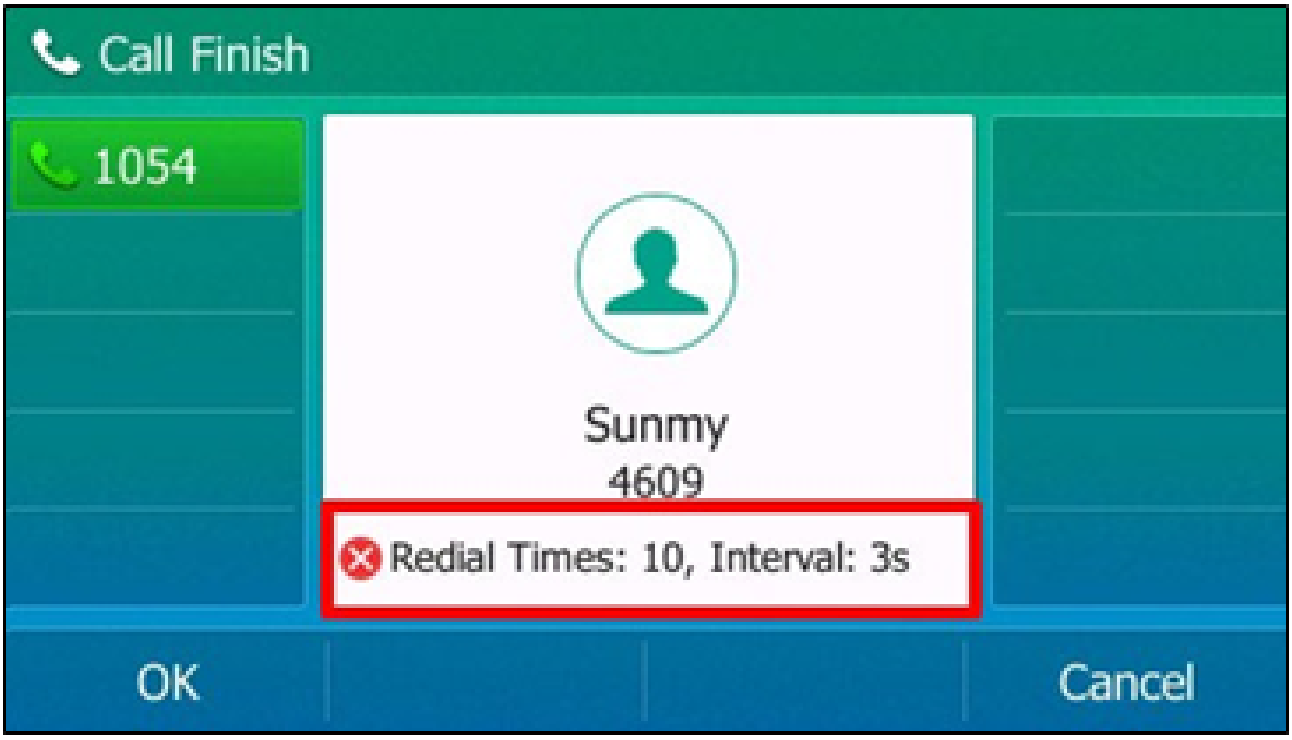
The following takes T54W as an example.



When you dial a number but fail to establish a call, the phone prompts whether to auto-redial the contact. Select **OK** to activate auto redial.



The phone screen displays the redialing times and intervals. The phone will retry as many times as configured until the callee answers the call.


Call Finish
1054
Sunmy
4609
Redial Times: 10, Interval: 3s
OK
Cancel

Mute Audio

Mute/Unmute Audio

Introduction

When you are on a call, you can mute the audio so that you can hear the other person, but they cannot hear your voice.

Procedure

1. Press **MUTE** or

/

/

key during a call.

- For T3X/T4X/T53X/T54W/T57W phones: the mute key LED glows red on all phones except the T40P/T40G phones.
- For VP59/T58A/T58W phones: the mute key LED glows red.
- For T7X/T8X phones: the mute key LED glows red.
- For CP925/CP935/CP965 phones:

  1- During a call, tap the Mute touch key or select **Mute**.

  2- Tap the Mute touch key or select **Mute** again to unmute the microphone.

2. Press **MUTE** key or

/

/

again to unmute the call.

- For T3X/T4X/T53X/T54W/T57W phones: the mute key LED glows out on all phones except the T40P/T40G phones.
- For VP59/T58A/T58W phones: the mute key LED glows out.
- For T7X/T8X phones: the mute key LED glows out.
- For CP925/CP935W phones: the mute key LED glows green.

> You can also mute the microphone while the phone is dialing or ringing, so the other party cannot hear you when the call is set up.

Keep Mute

Introduction

In a meeting room, if incoming calls are answered automatically on your phone, callers may hear your discussion with your colleagues. You can keep the phone muted to prevent this

unintended situation.

The mute state of your phone persists across calls. The phone stays in the mute state until you unmute the microphone manually or until the phone restarts.

Before You Begin

Check with your system administrator if keep mute is configured on your phone.

Procedure

1. Long press **MUTE** or

/

key when the phone is idle.

2. *The mute icon appears on the idle screen.*
   - For T3X/T4X/T53X/T54W/T57W phones: the mute key LED glows red except on the T40P/T40G phones, and the mute icon appears on the idle screen except for the T42S/T42G/T41S/T41P phones.
   - For VP59/T58A/T58W phones: the mute key LED glows red, and the mute icon appears on the idle screen.
   - For T7X/T8X phones: the mute key LED glows red, and the mute icon appears on the idle screen.
   - For CP925/CP935W/CP965 phones: the mute icon appears on the idle screen.
2. Long press **MUTE** or

/

key again to deactivate the mute state.

Hold & Resume Calls

Introduction

You can place an active call on hold and resume the call when you are ready. When you put a call on hold, the held party may hear the music played by its server.

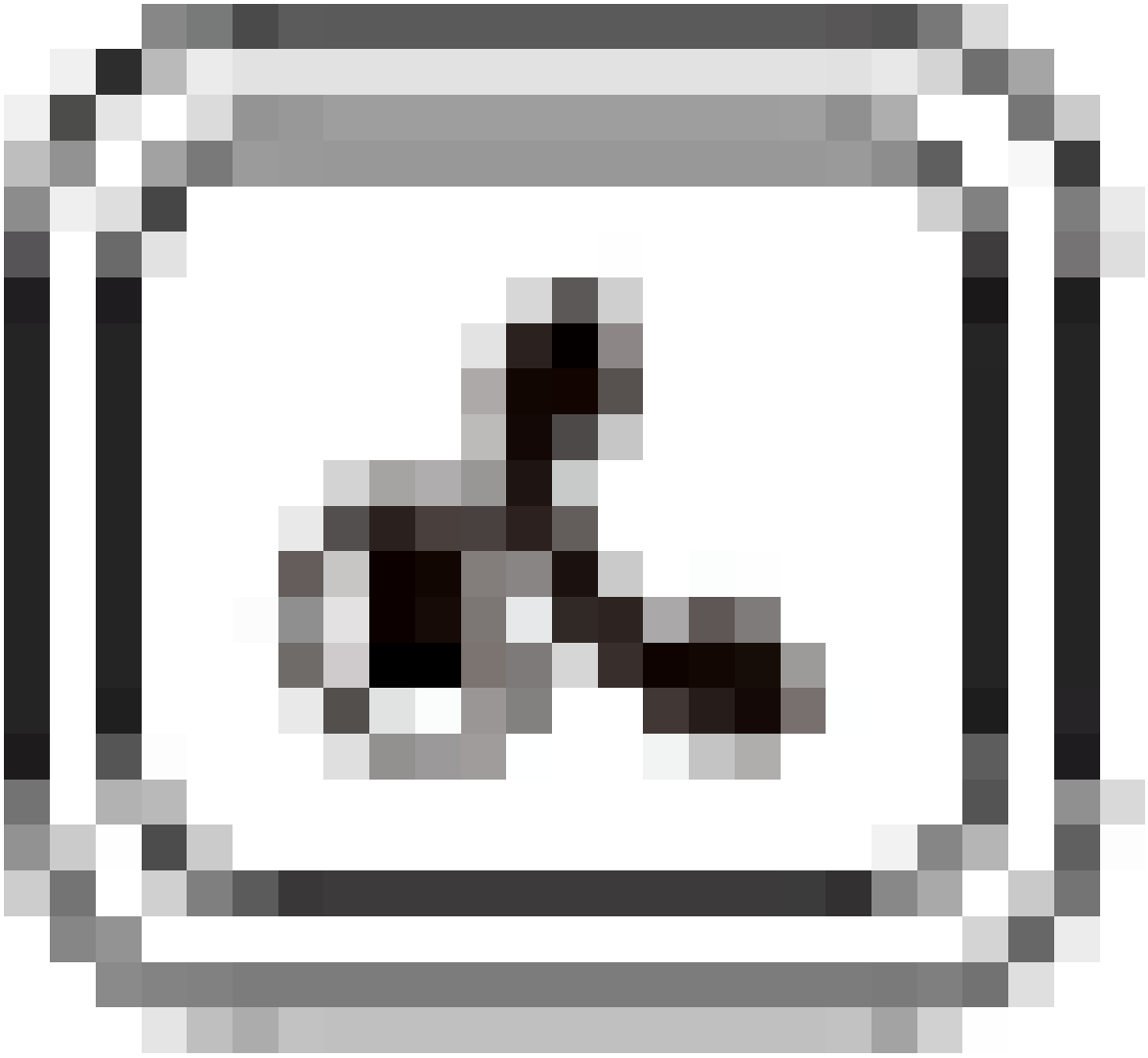
Hold Call

Introduction

You can place an active call on hold on your phone.

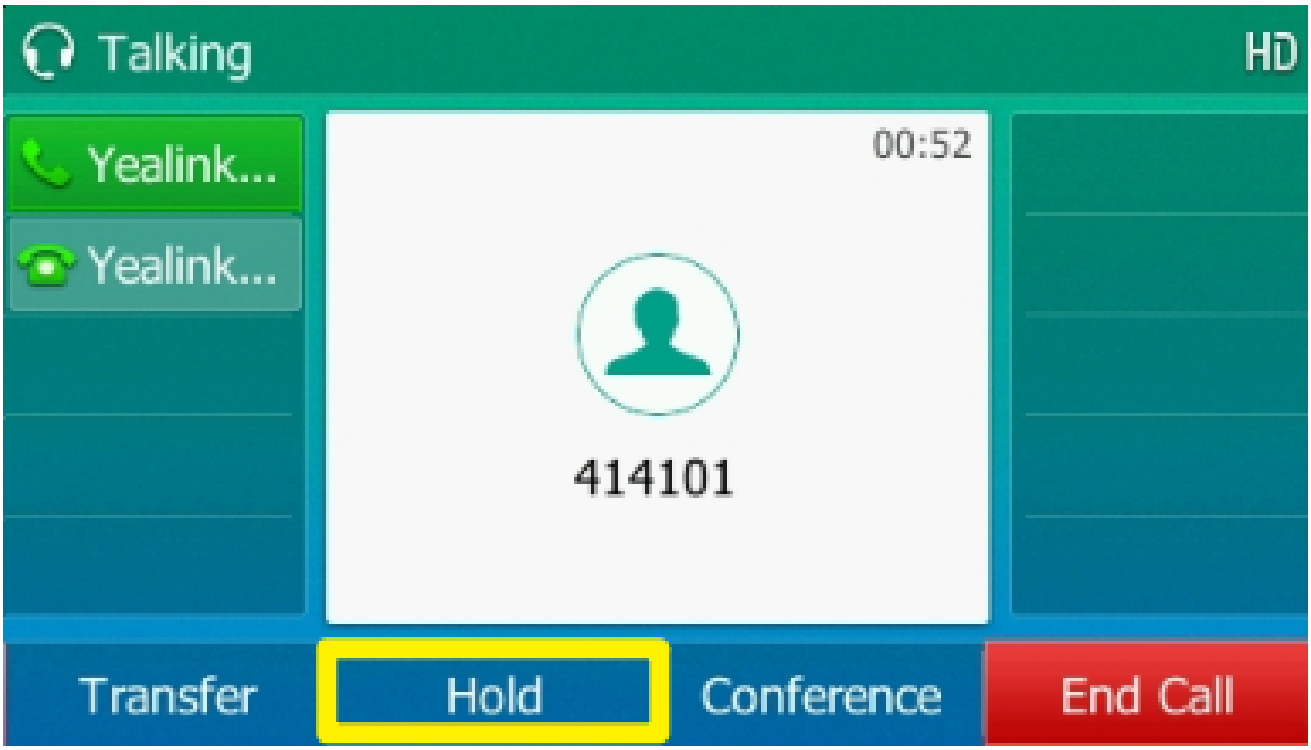
Procedure

Press the **HOLD** key/



or select **Hold** during a call.

The following takes T54W as an example.



By default, the phone ignores the engaged audio device (handset or headset) and plays beep in the Speakerphone (hands-free) mode.

- For T3X/T4X/T53X/T54W/T57W phones: The Speakerphone key will always light up (except for the T3 series/T40P/T40G phones), and the phone will beep softly every 30 seconds to remind you that you still have a call on hold.
- For CP925/CP935W/CP965 phones: The phone will beep softly every 30 seconds to remind you that you still have a call on hold.

- When you have multiple calls on the phone and the current call is held, you can press the corresponding line key to swap to the active call.
- For CP925/CP935W/CP965: When you have multiple calls on the phone and the current call is held, you can select **Previous**/**Next** to swap to the active call.

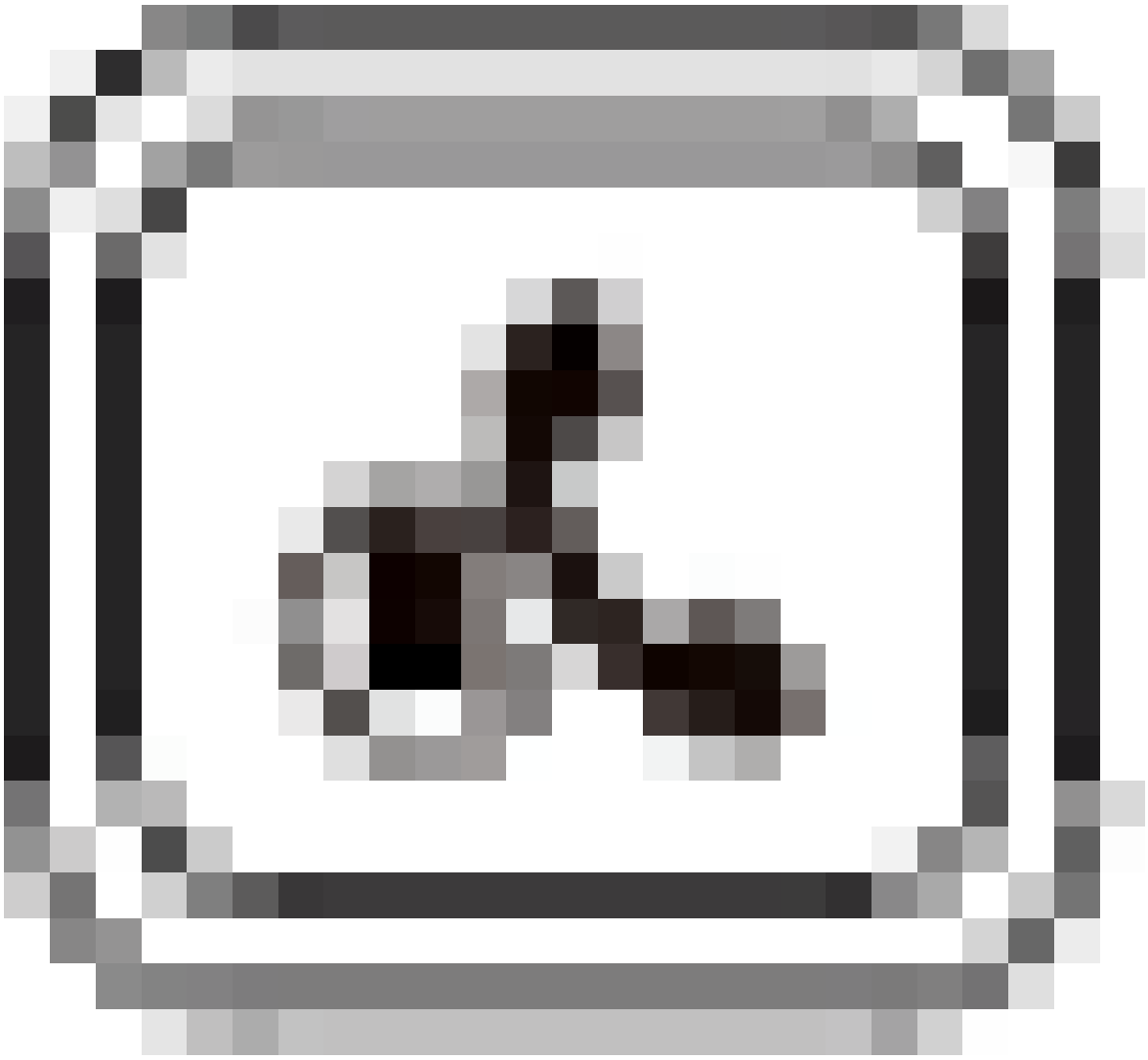
Resume Held Call

Introduction

You can view and resume a held call on the phone.

Procedure

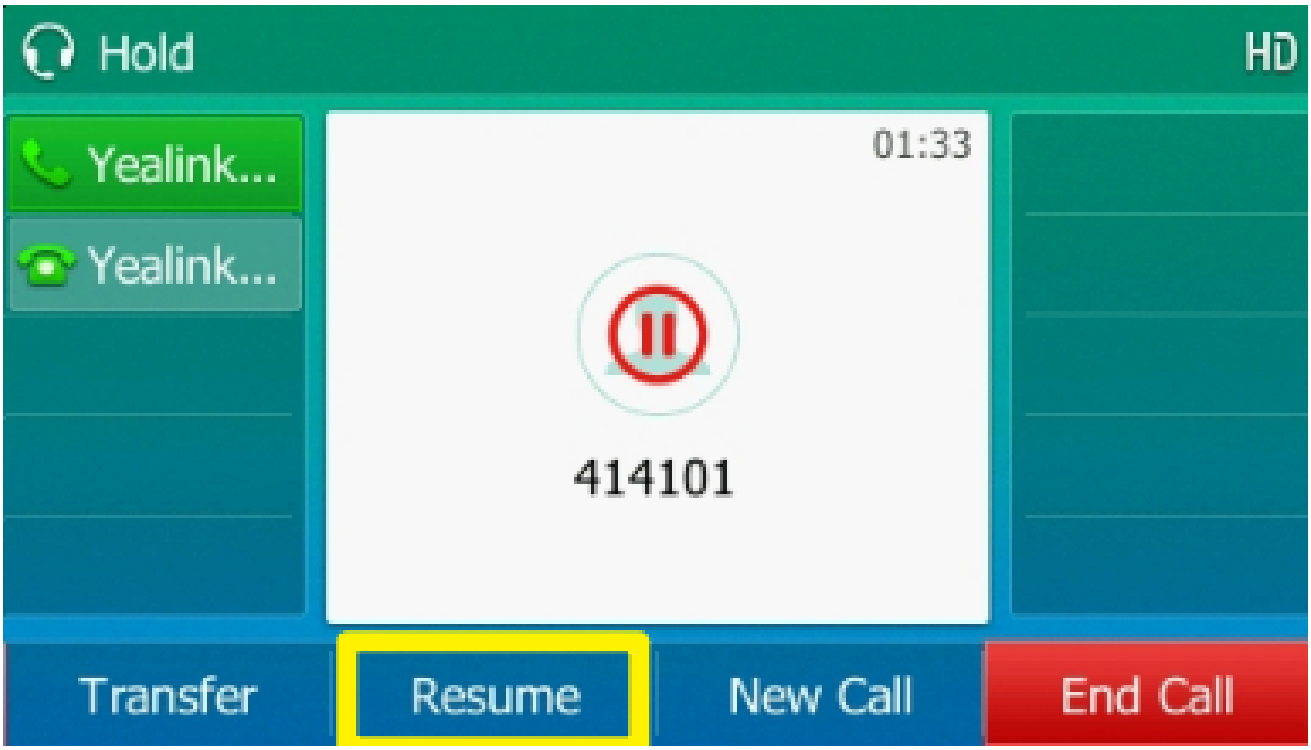
Press the **HOLD** key/



again, corresponding line key or select **Resume**.

If multiple calls are placed on hold, select the desired call first.

The following takes T54W as an example.



When you have multiple calls on the phone and the current call is active, you can select **Swap** to swap to the held call.

FAQ

Hold failed issue?

Redirect Incoming Calls

Forward All Incoming Calls to a Contact

Introduction

When you are not available to answer calls on your phone, you can forward the calls to another phone.

You can set up the forwarding type, enabling your phone to forward all incoming calls to a contact. There are three types of forwarding:

- **Always Forward**: Forward all incoming calls immediately.
- **Busy Forward**: Forward incoming calls when you are busy on a call.
- **No Answer Forward**: Forward incoming calls when no one answers the calls.

Forward All Incoming Calls

Introduction

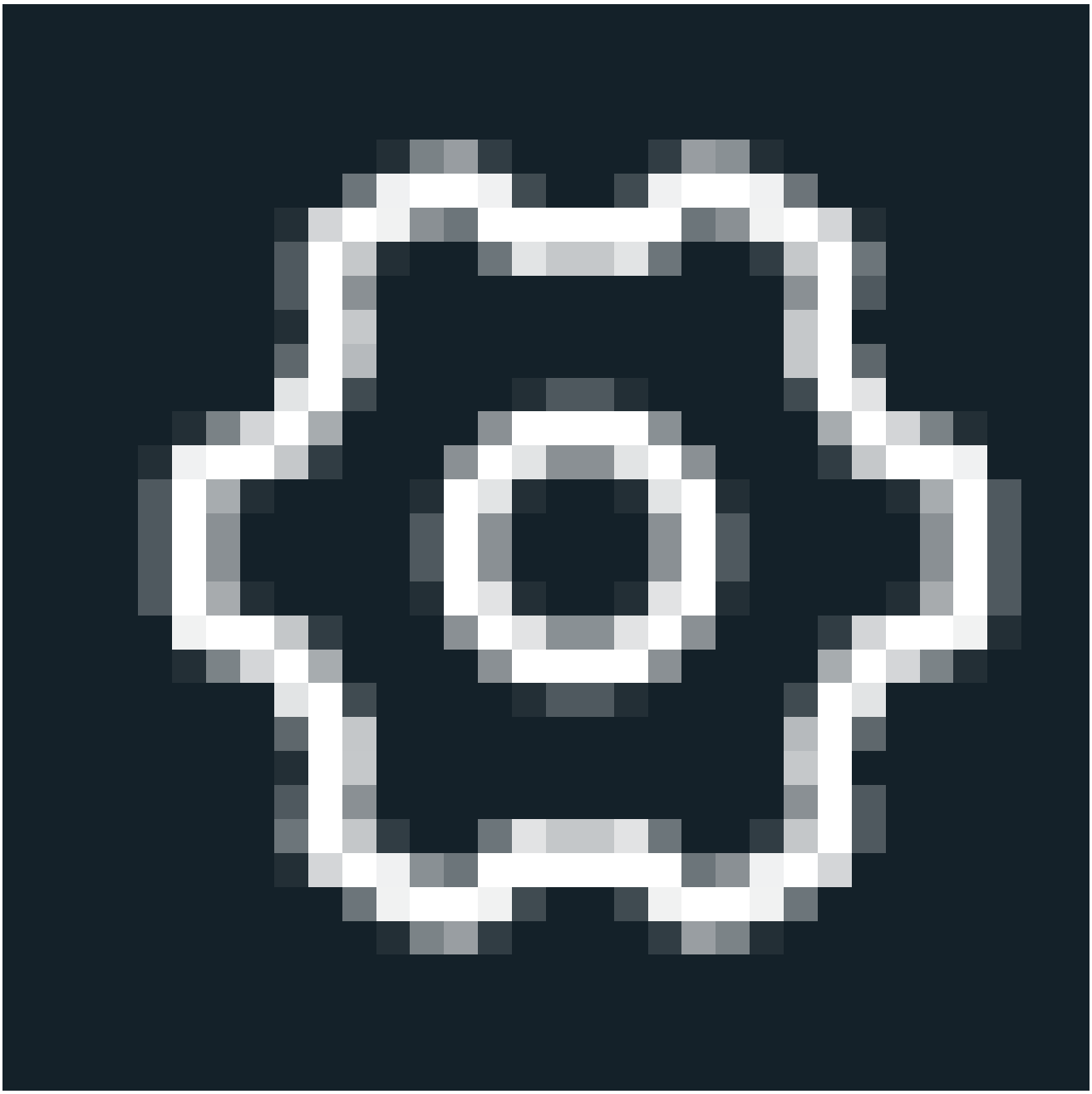
You can forward all incoming calls on the phone.

Before You Begin

Check with your system administrator if the forward the on code or off code is required. If required, get it from your system administrator.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W phones, go to **Menu** > **Features** > **Call Forward** or go to **Menu** > **Features** > **Others** > **Call Forward**.
   - For T7X/T85W/T87W phones, go to **Menu** > **Features** > **Others** > **Call Forward**.
   - For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >

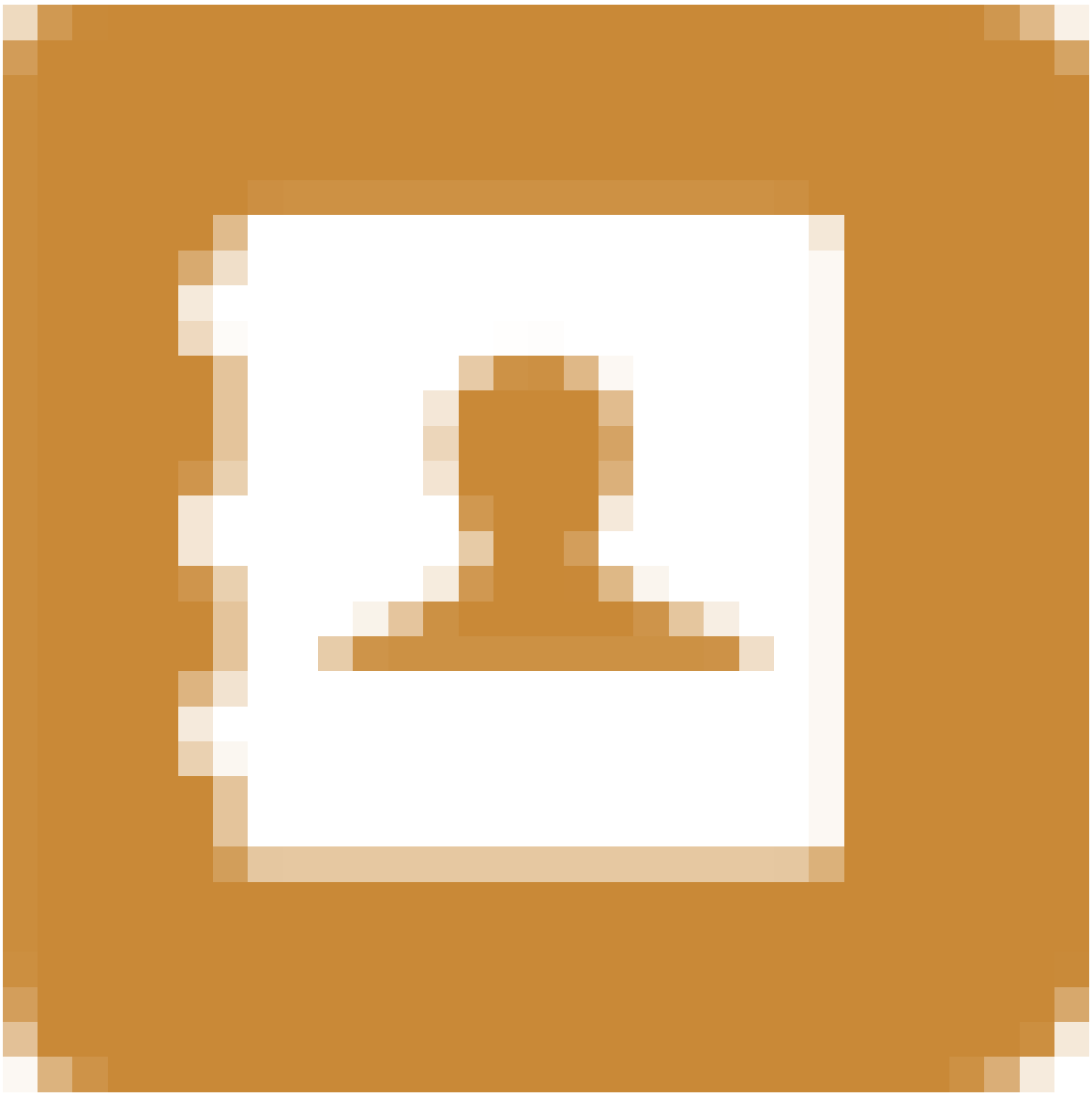


> **Call Forward**.

- For CP925/CP935W/CP965 phones, go to **More** > **Features** > **Call Forward** or **More** > **Settings** > **Features** > **Call Forward**.
- For VP59/T58A/T58W phones:
  i. Swipe left or right to go to the second idle screen.
  ii. Go to **Settings** > **Features** > **Call Forward**.

2. Select the desired forwarding type and select **Enabled** or **On** from the corresponding field.
3. Do one of the following:
   - Enter the contact number to which you want to forward incoming calls in the **Forward to** field.
   - For T31W/T34W/T33P/T33G/T46S/T46G/T46U phones, select **Forward to** field. Press **Directory** (**Dir**) to select the desired contact from the Directory list.

- For T48S/T48G/T48U phones, select



to select the desired contact.

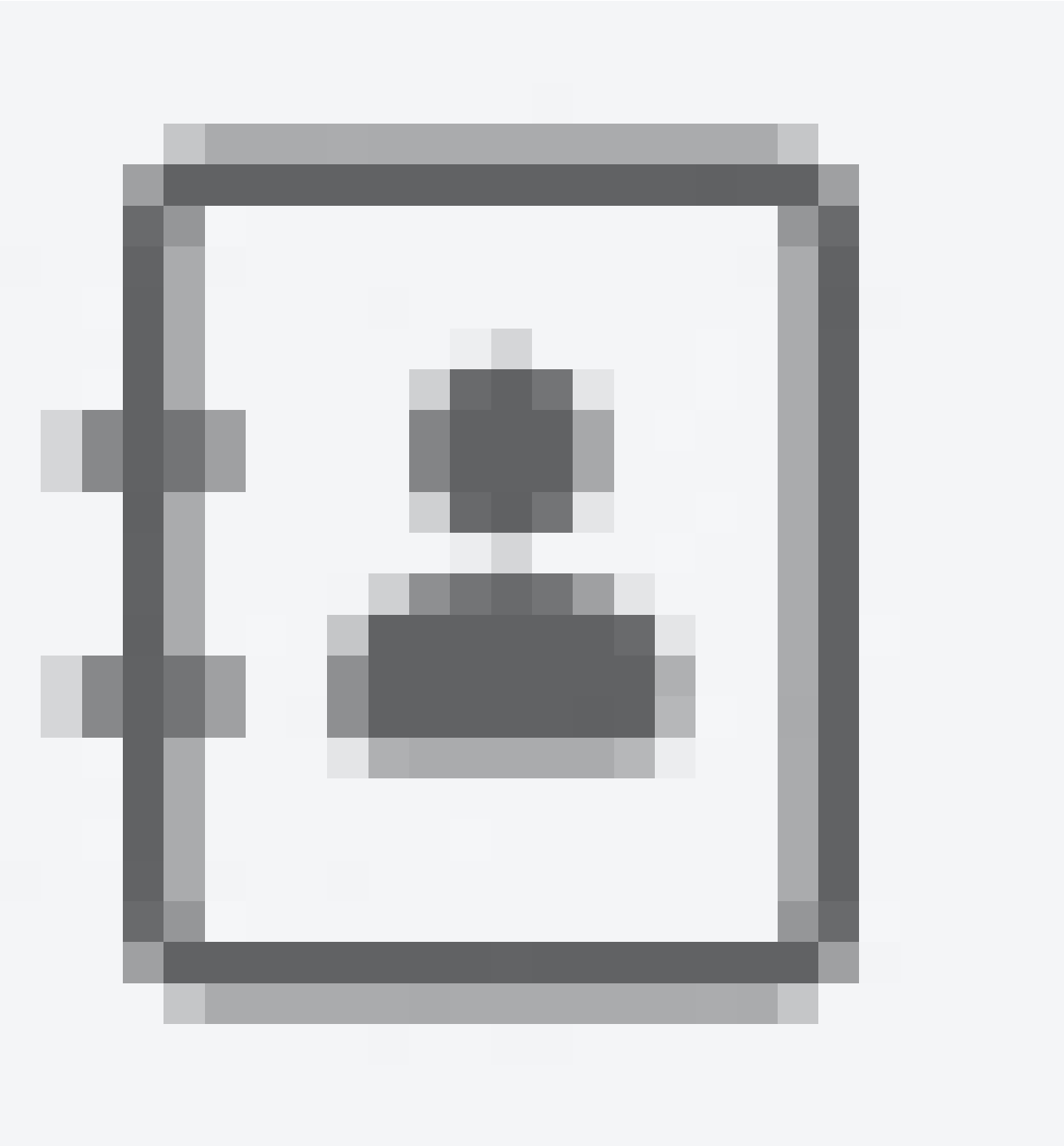
- For T57W/VP59/T58A/T58W phones, select

to select the desired contact.

- For CP925/CP935/CP965 phones, select

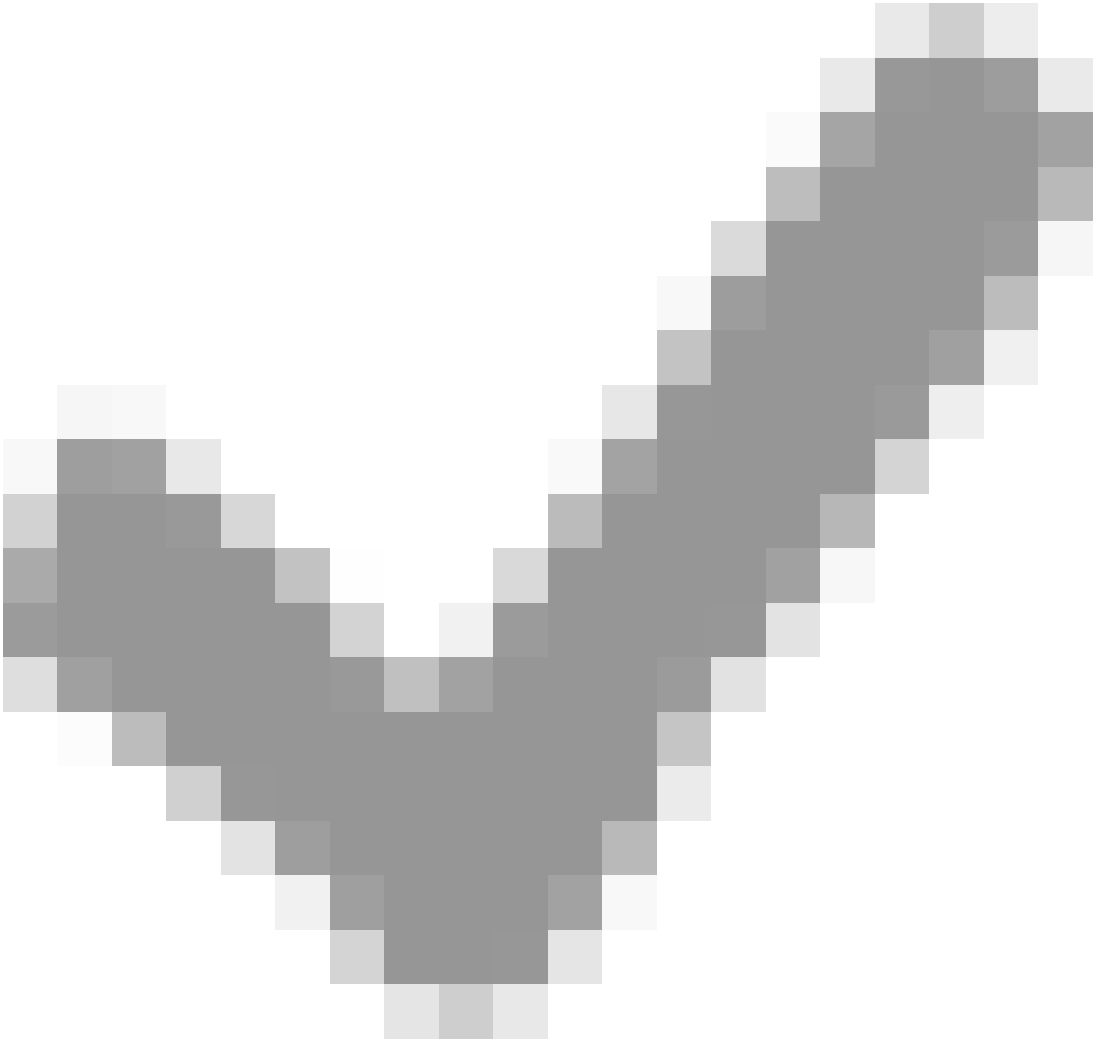
to select the desired contact.

- For T77U/T87W/T88W (Pro)/T88V Pro phones, select



to select the desired contact.

4. If you select the **No Answer Forward** option, select the desired ring time to wait before forwarding from the **After Ring Time** field.
5. (Optional) Enter the always/busy/no answer forward on code or off code respectively in the **On Code** or **Off Code** field.
6. Select **Save** or tap



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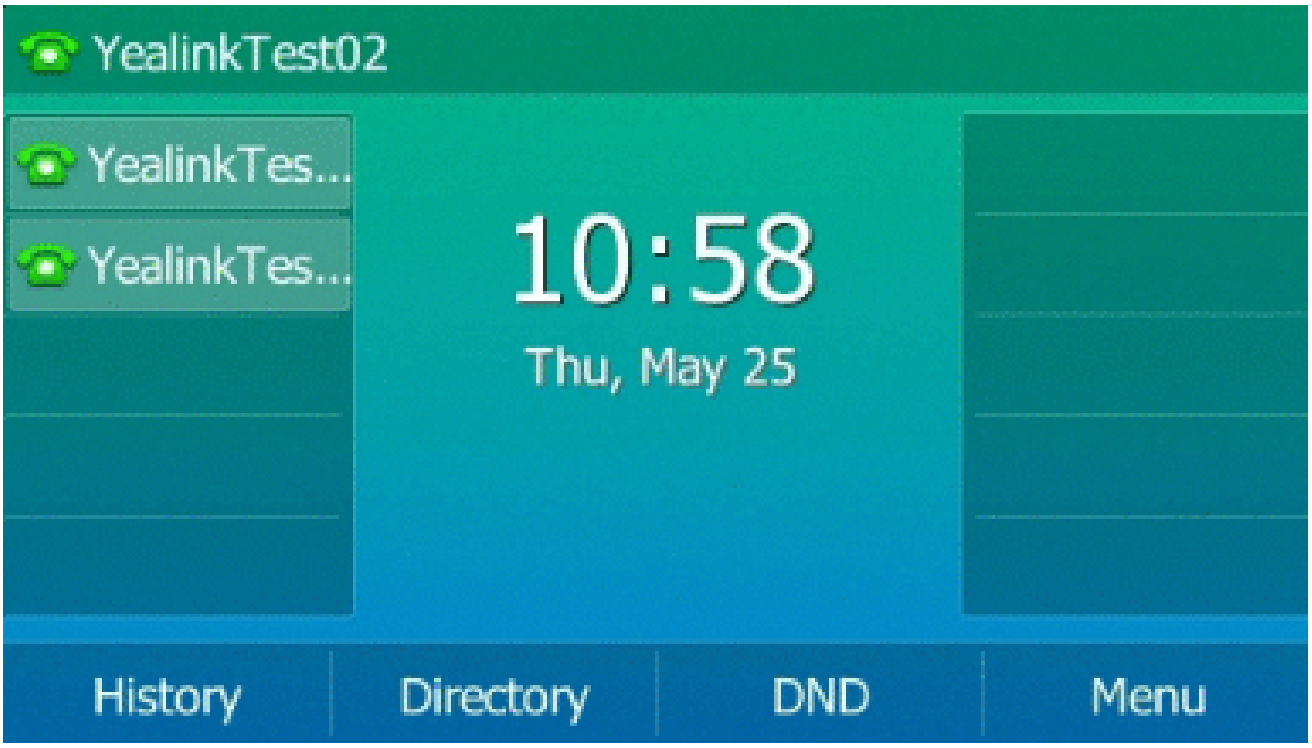
7. The call forward icon appears in the status bar. And the phone prompts you that call forward is enabled.

The following takes T54W as an example.



Forward Specific Incoming Calls

Introduction

By default, the forwarding setting applies to all lines on your phone. Your system administrator can change the forward mode to Custom so that you can forward all incoming calls for specific lines.

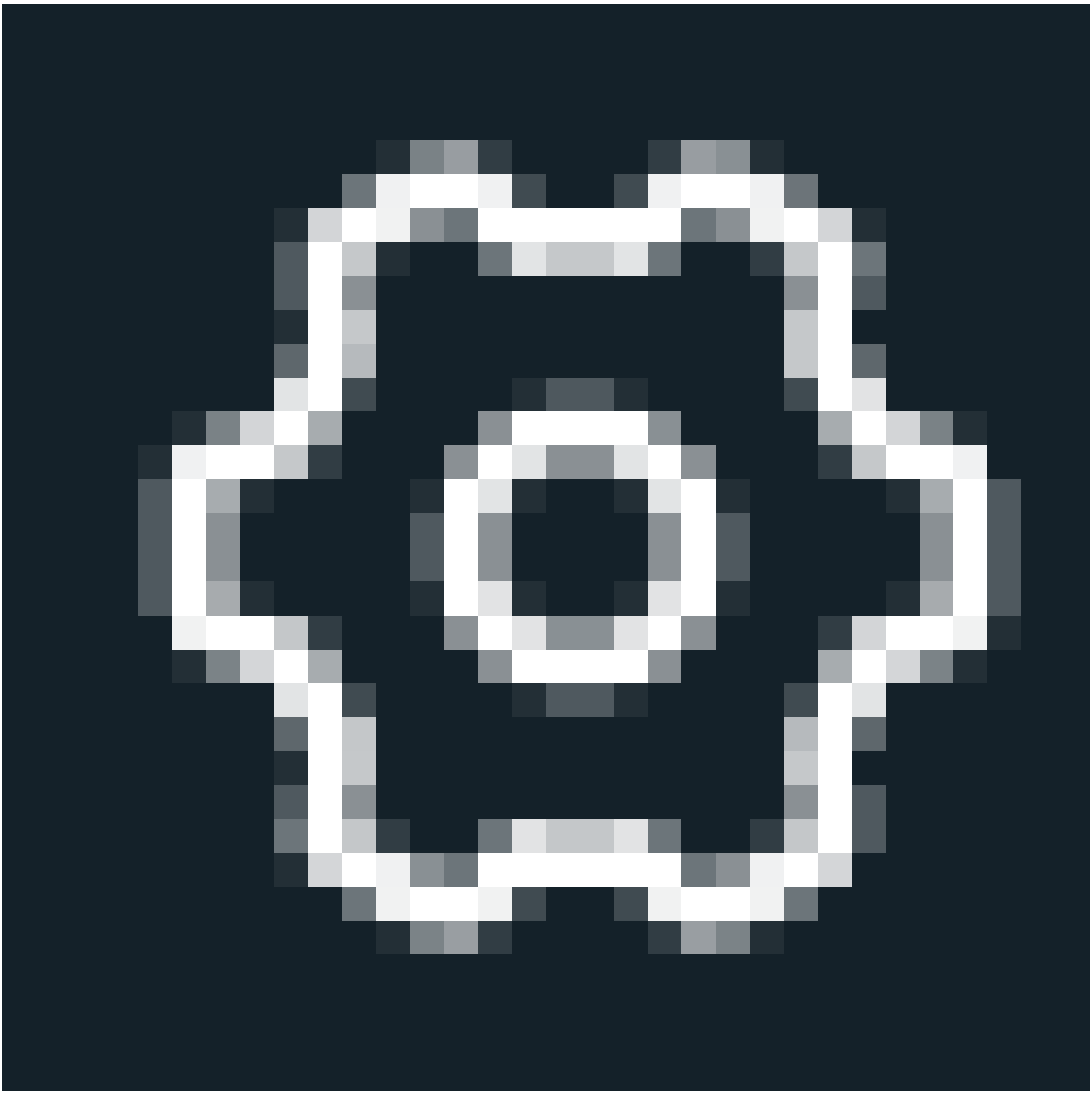
> It is not available on the T30P/T30 phones.

Before You Begin

Check with your system administrator if the forward the on code or off code is required. If required, get the forward the on code or off code from your system administrator.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W phones, go to **Menu** > **Features** > **Call Forward** or go to **Menu** > **Features** > **Others** > **Call Forward**.
   - For T7X/T85W/T87W phones, go to Menu > **Features** > **Others** > **Call Forward**.
   - For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >

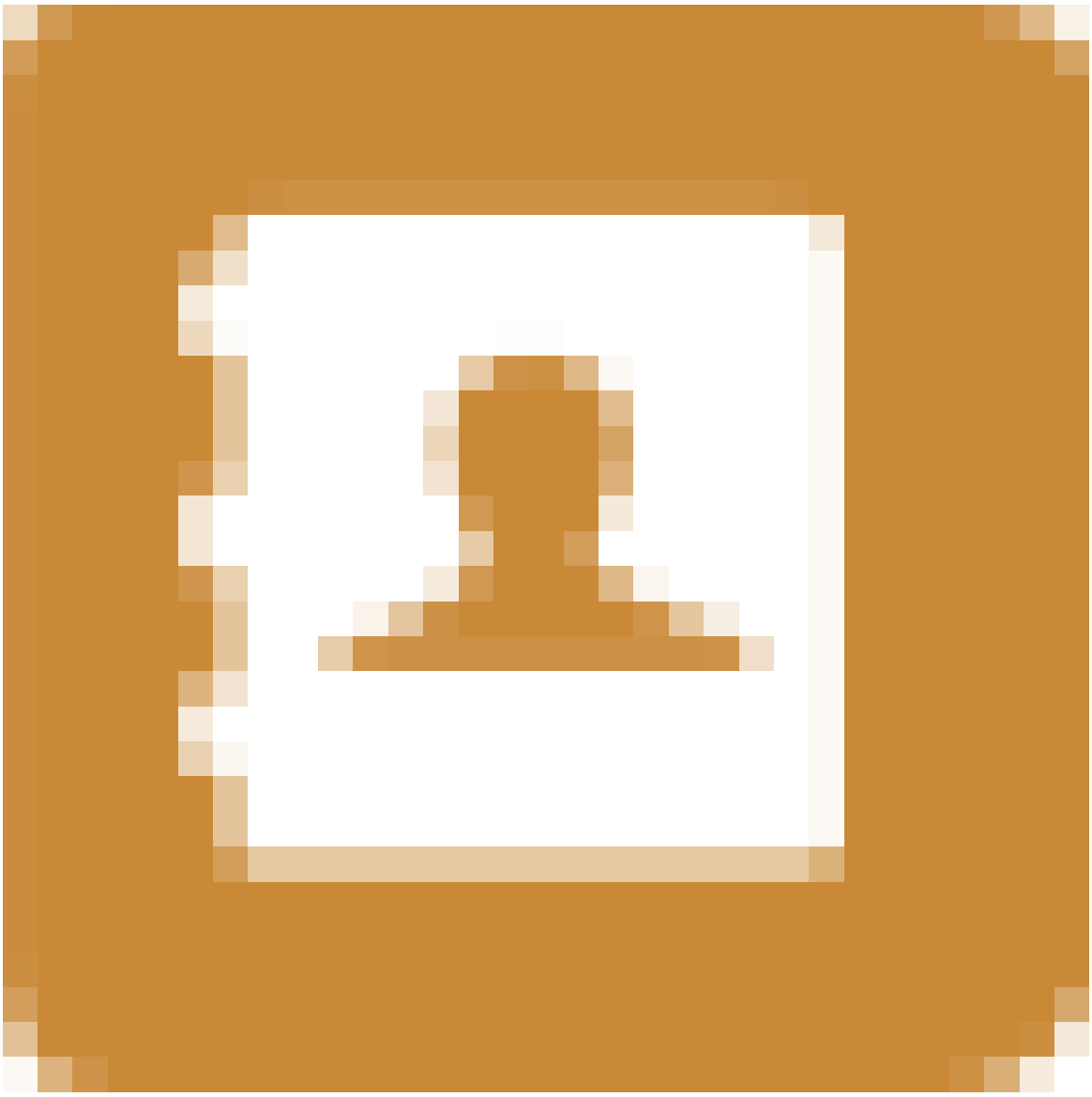


> **Call Forward**.

- For CP925/CP935W/CP965 phones, go to **More** > **Features** > **Call Forward** or **More** > **Settings** > **Features** > **Call Forward**.
- For VP59/T58A/T58W phones:
  i. Swipe left or right to go to the second idle screen.
  ii. Go to **Settings** > **Features** > **Call Forward**.

2. Select the desired line.
3. Select the desired forwarding type and select **Enabled** or **On** from the corresponding field.
4. Do one of the following:
   - Enter the contact number you want to forward incoming calls to in the **Forward to** field.
   - For T31W/T34W/T33P/T33G/T46S/T46G/T46U: select **Forward to** field. Press **Directory** (**Dir**) to select the desired contact from the Directory list.

- For T48S/T48G/T48U: Select

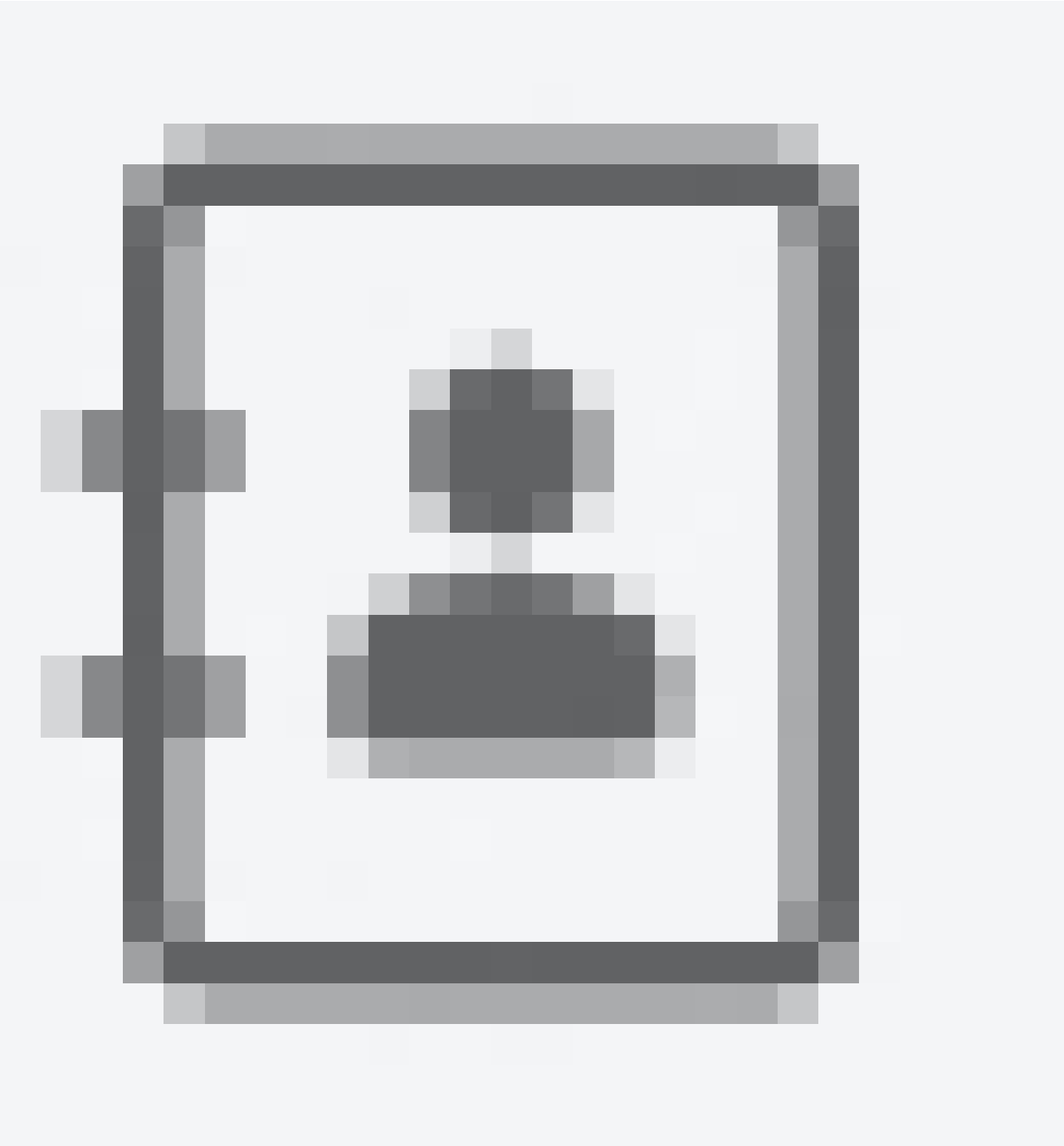


to select the desired contact.

- For T57W/VP59/T58A/T58W: Select

to select the desired contact.

- For T77U/T87W/T88W (Pro)/T88V Pro phones, select

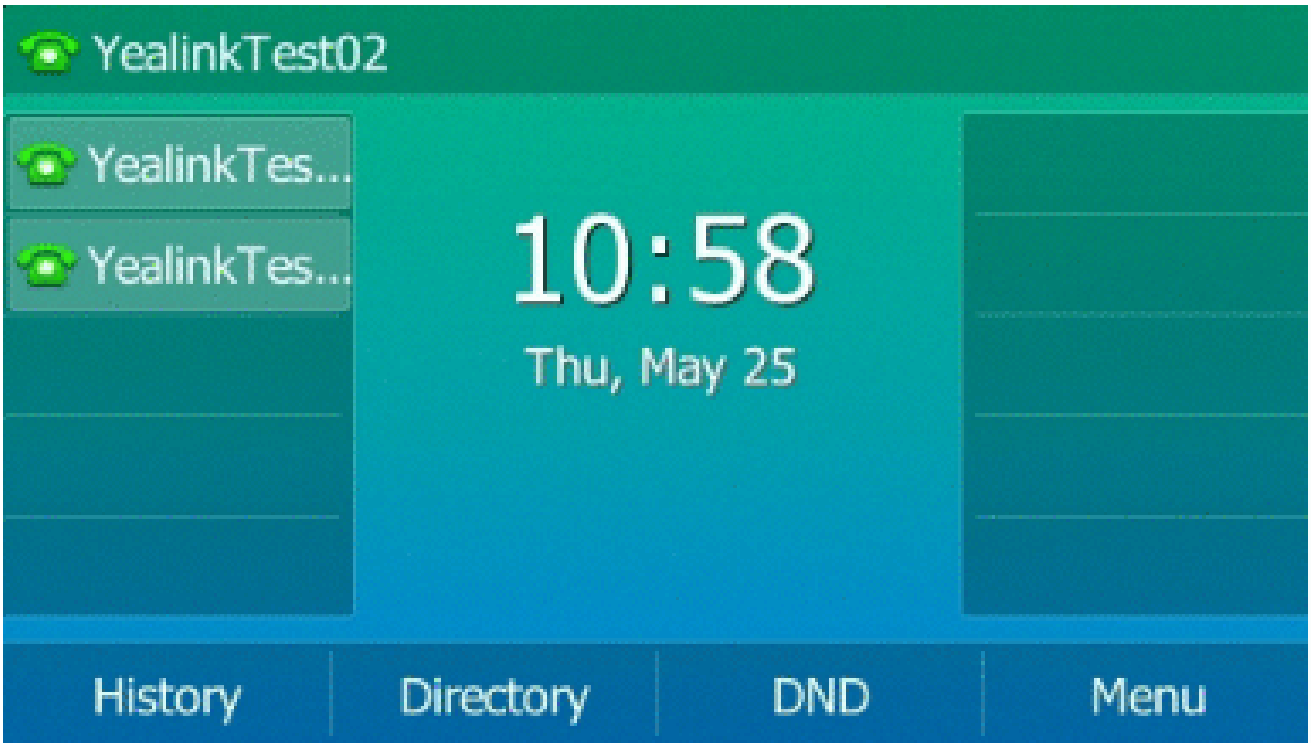


to select the desired contact.

5. If you select the **No Answer Forward** option, select the desired ring time to wait before forwarding from the **After Ring Time** field.
6. (Optional) Enter the always/busy/no answer forward on code or off code, respectively, in the **On Code** or **Off Code** field.
7. Select **Save**.
8. The forward icon appears on the desired line.
9. If you activate forward on the default line, the forward icon will appear both on the line and in the status bar. The phone also prompts you that call forwarding is enabled.

Press the **All Lines** soft key to activate forward for all lines.

The following takes T54W as an example.



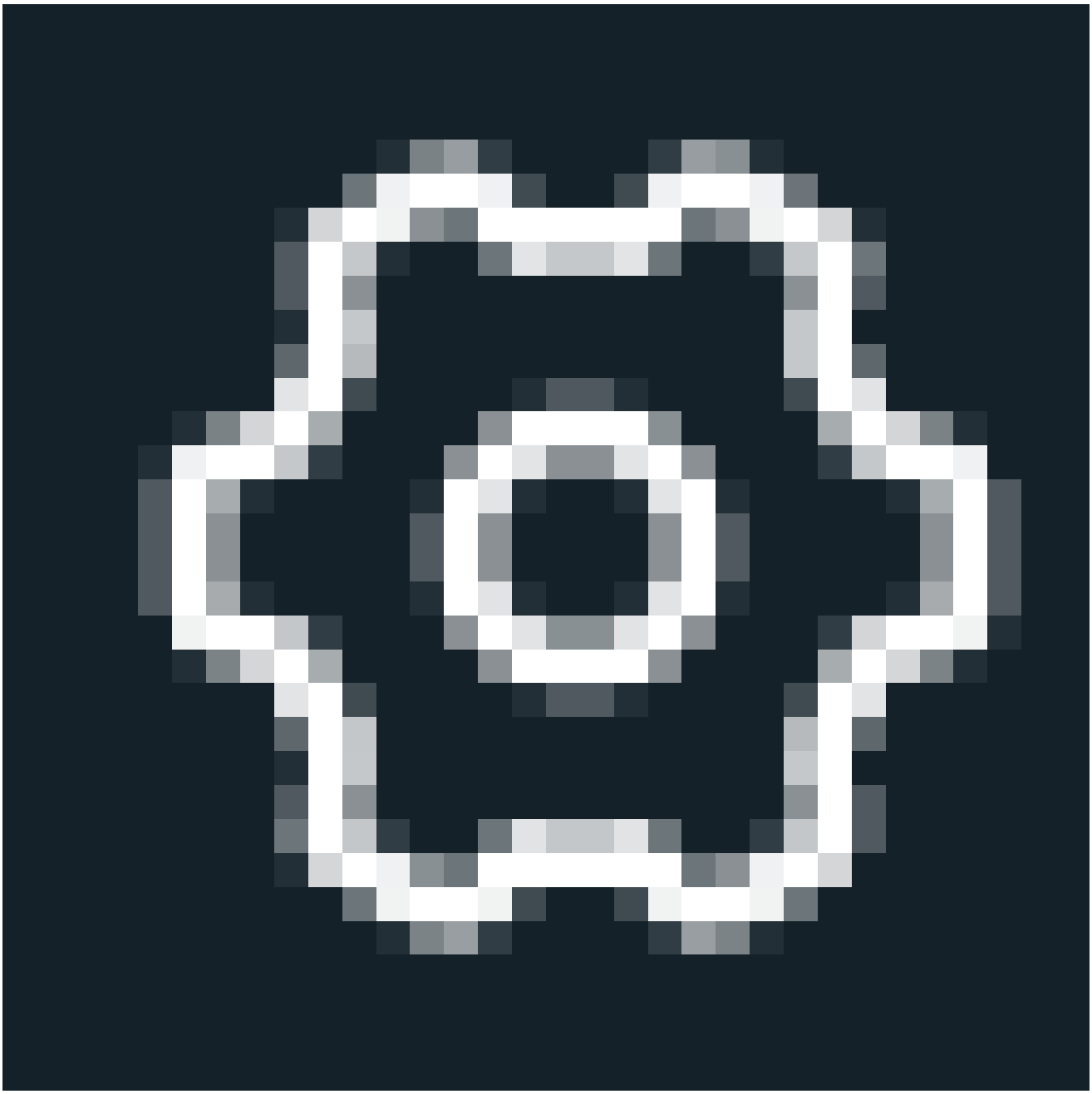
Deactivate Call Forward

Introduction

You can deactivate the call forward when you no longer want to forward your calls.

Procedure

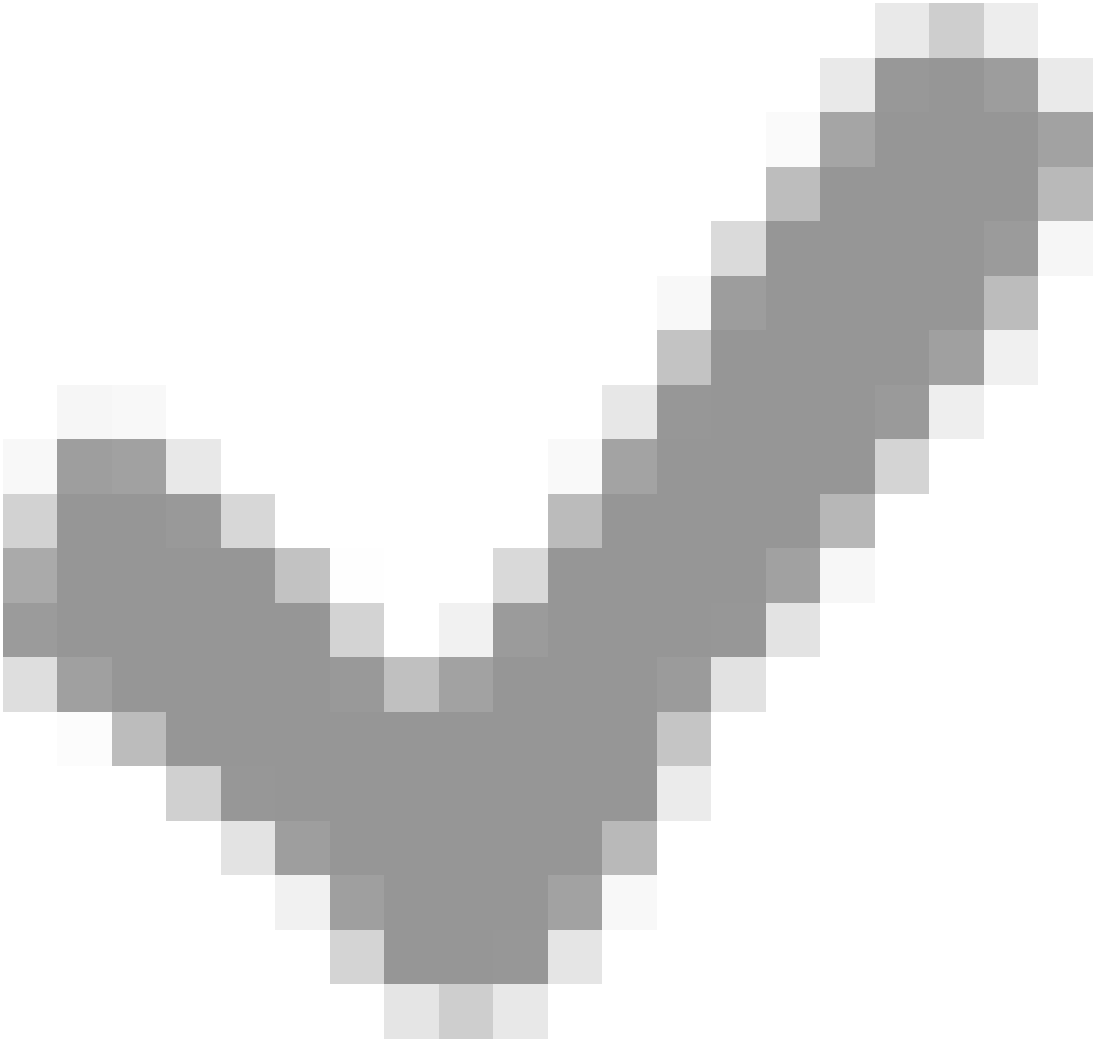
1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W phones, go to **Menu** > **Features** > **Call Forward** or go to **Menu** > **Features** > **Others** > **Call Forward**.
   - For T7X/T85W/T87W phones, go to Menu > **Features** > **Others** > **Call Forward**.
   - For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >



> **Call Forward**.

- For CP925/CP935W/CP965 phones, go to **More** > **Features** > **Call Forward** or **More** > **Settings** > **Features** > **Call Forward**.
- For VP59/T58A/T58W phones:
  i. Swipe left or right to go to the second idle screen.
  ii. Go to **Settings** > **Features** > **Call Forward**.

2. (Optional) Select the desired line if the forward is activated for a specific line.
3. Select the desired forwarding type and select **Disabled** or **Off** from the corresponding field.
4. Select **Save** or



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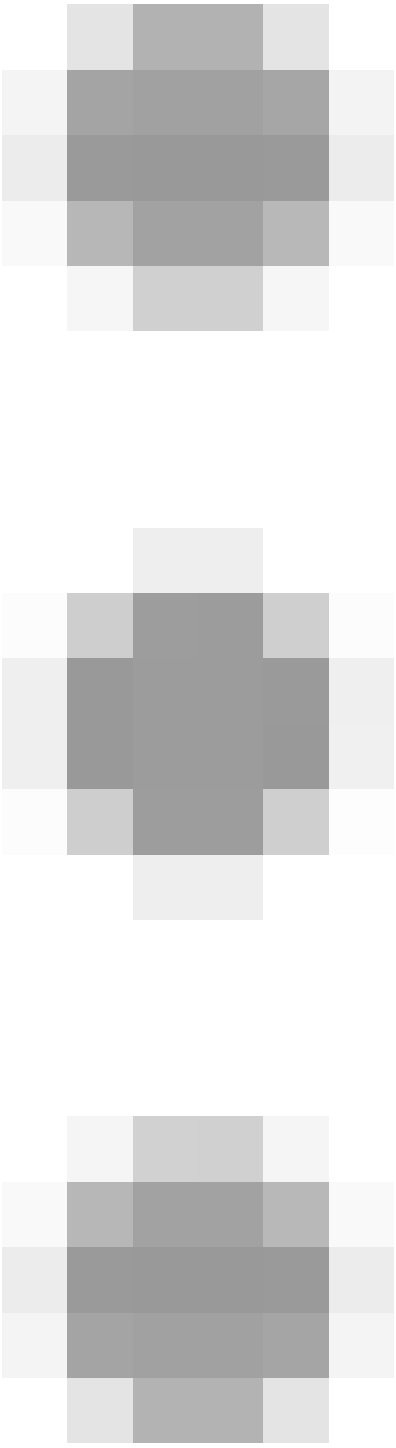
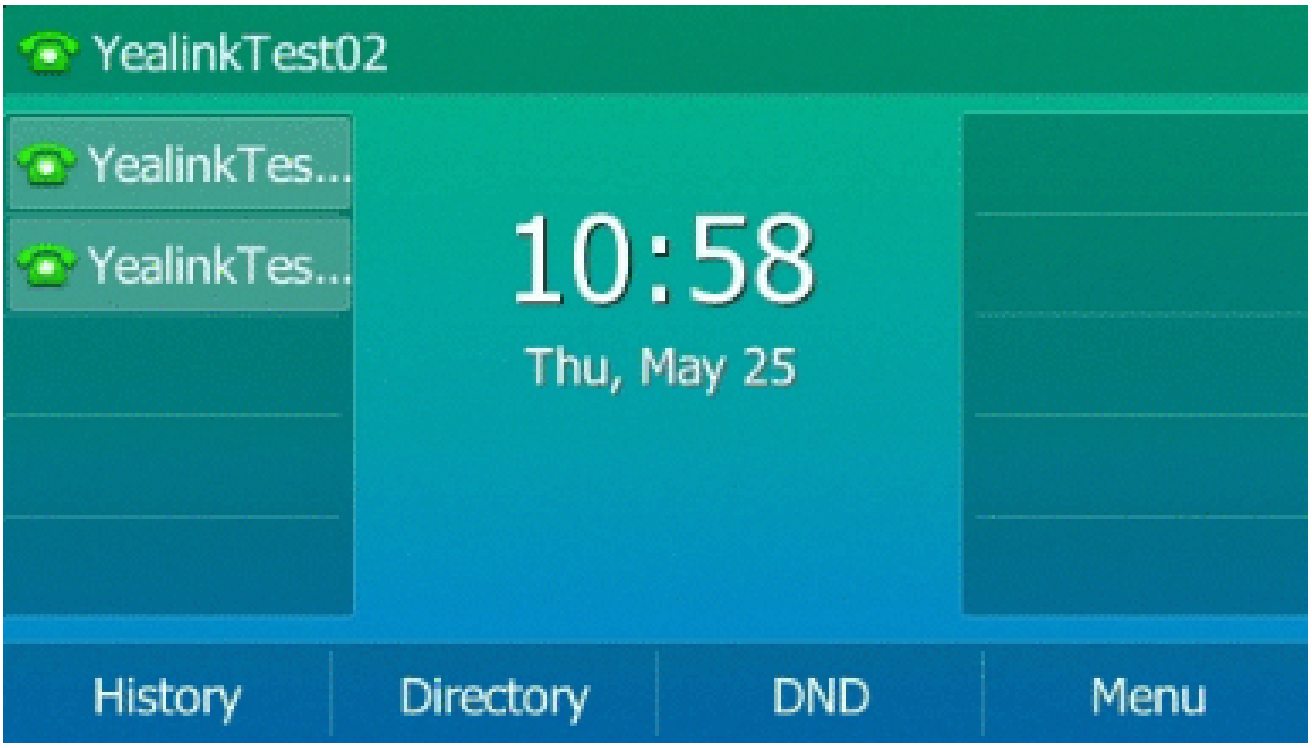
- For T48S/T48U/T57W, you can tap **Close forward** to deactivate DND quickly when the phone is idle. You can press the **All Lines** soft key to deactivate forward for all lines.
- For VP59/T58A/T58W, you can tap



> **All Lines** to deactivate forward for all lines. You can also tap **Close forward** to deactivate forward for all lines.

The following takes T54W as an example.



Forward an Incoming Call Manually

Introduction

You can manually forward the call to another contact while your phone rings.

Procedure

1. When the phone is ringing, select **Forward**/**FWD**/

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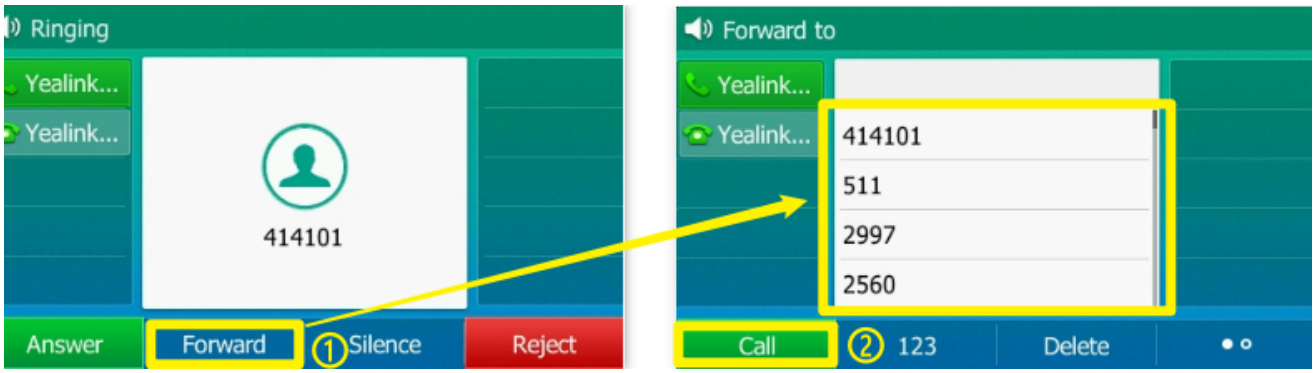
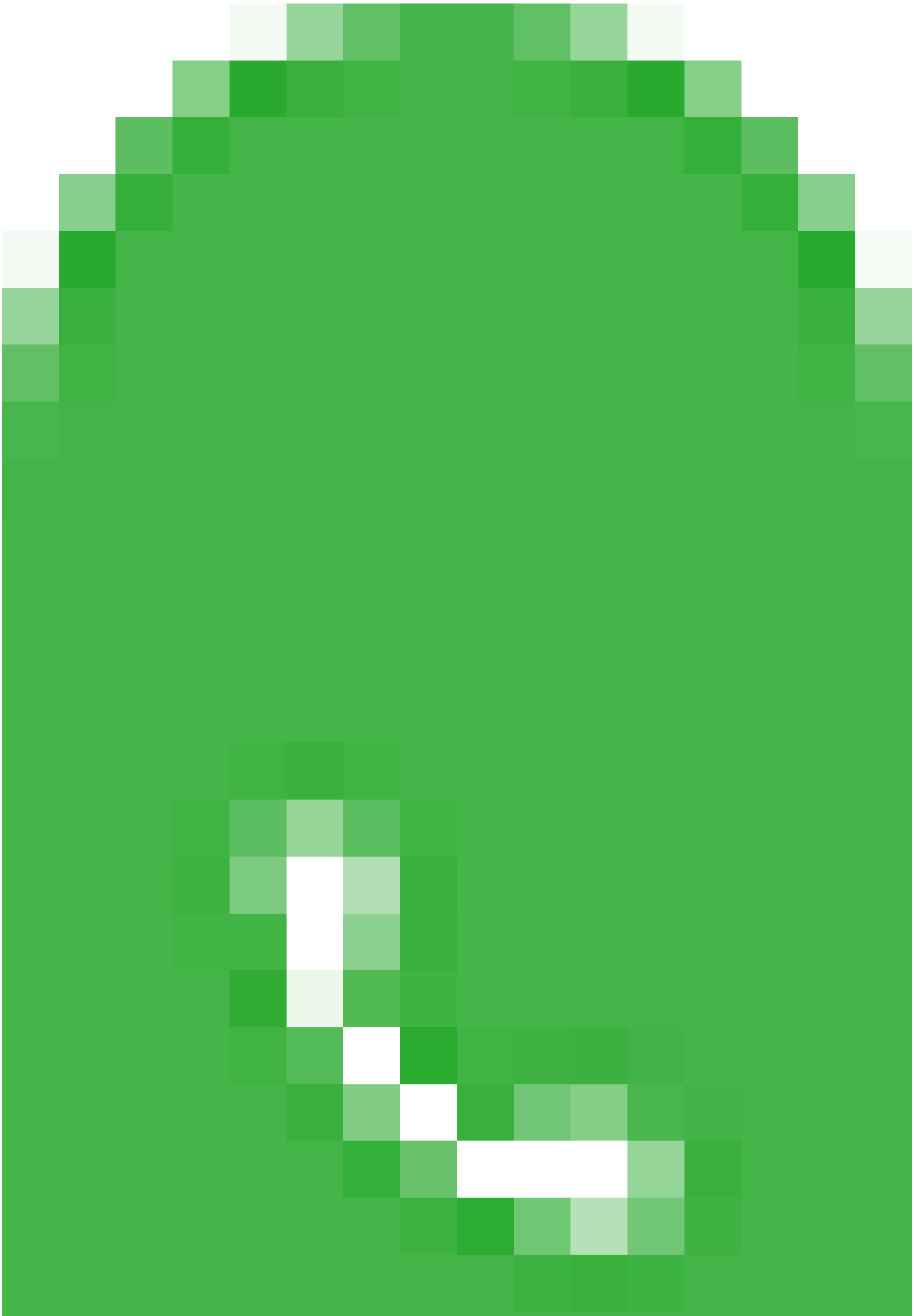
2. Enter the number you want to forward the incoming call.
3. Do one of the following:
4. *The following takes T54W as an example.*



- Press the **OK** key or select **Send** or **Call**.
- For T48S/T48G/T48U/T57W/CP925/CP935/CP965/T7X/T8X, select **Forward**.
- For VP59/T58A/T58W, select **Forward**/



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Forward Incoming Calls with Forward Key

Introduction

When the phone receives an incoming call, you can easily press the **Forward** key to forward the incoming call to a specific contact.

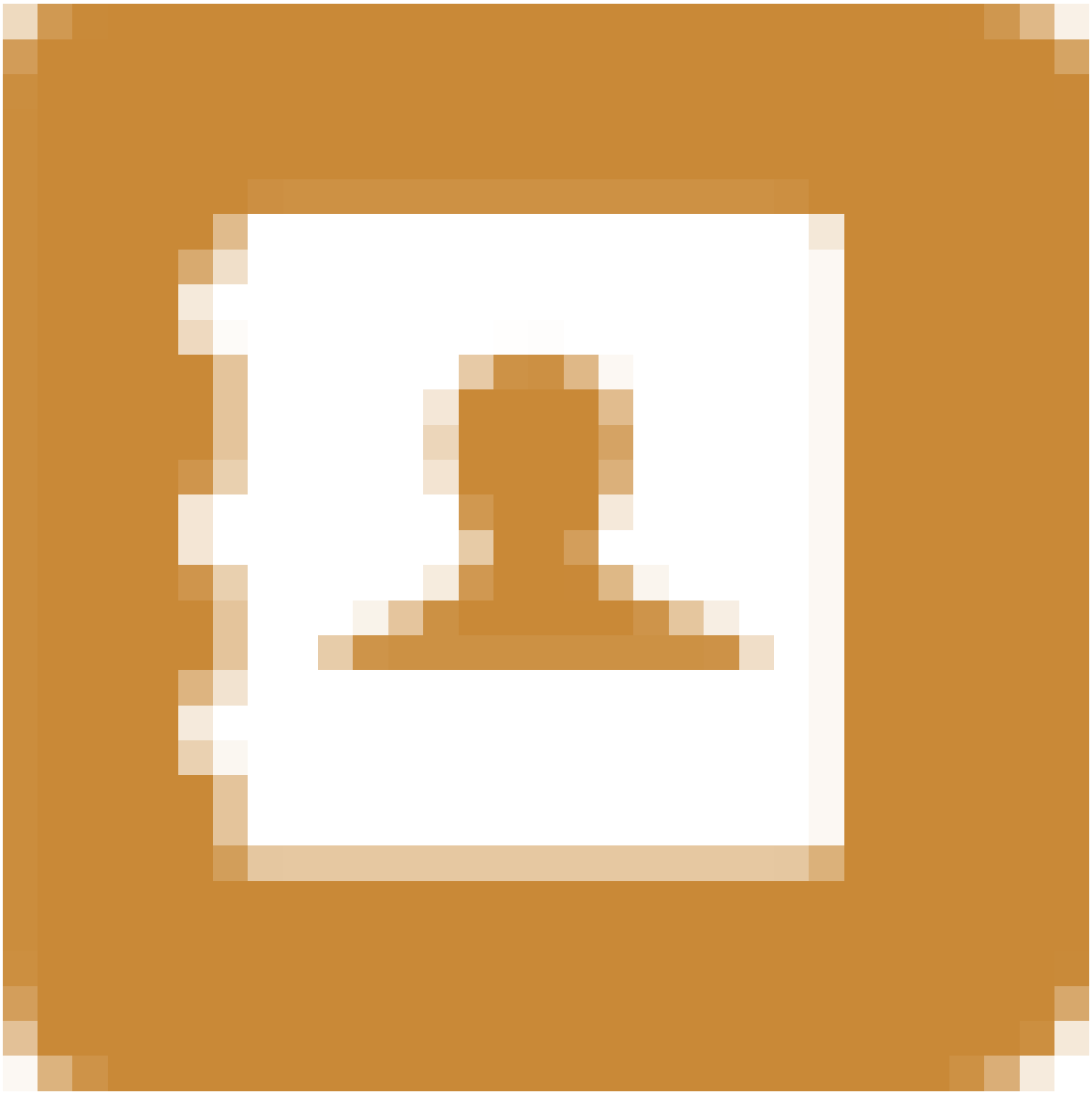
Before You Begin

If you are using the T30P/T30 phones, check with your system administrator if the Forward key has been set for your phone.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Key Event** from the **Type** field.
  d. Select **Forward** (**FWD**) from the **Key Type** field.
  e. (Optional) Enter the string appearing on the phone screen in the **Label** field.
  f. Select **Send** or **Call**.
  g. Do one of the following:
    - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the contact number you want to forward the incoming calls to in the **Value** field.
    - For T31W/T34W/T33P/T33G/T46S/T46G/T46U, select **Label** or **Value** field. Select **Directory** (**Dir**) to select the desired contact from the Directory list.
    - For T48S/T48G/T48U, select

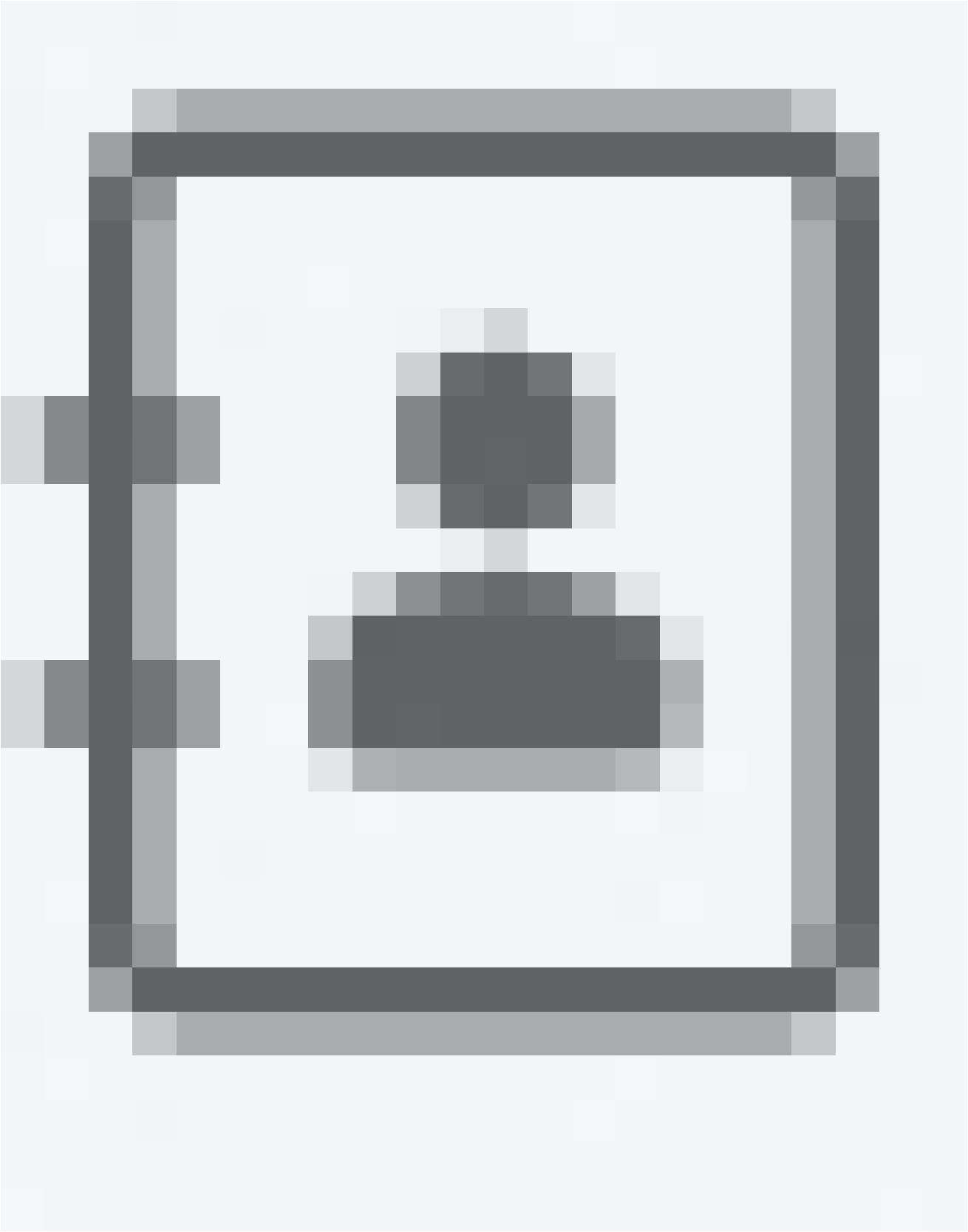


to select the desired contact.

- For T57W, select

to select the desired contact.

- For T77U phones, select



to select the desired contact.

h. Select **Save**.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** >**Dsskey**.

  c. Select the desired line key.

d. Select **Key Event** from the **Type** field.

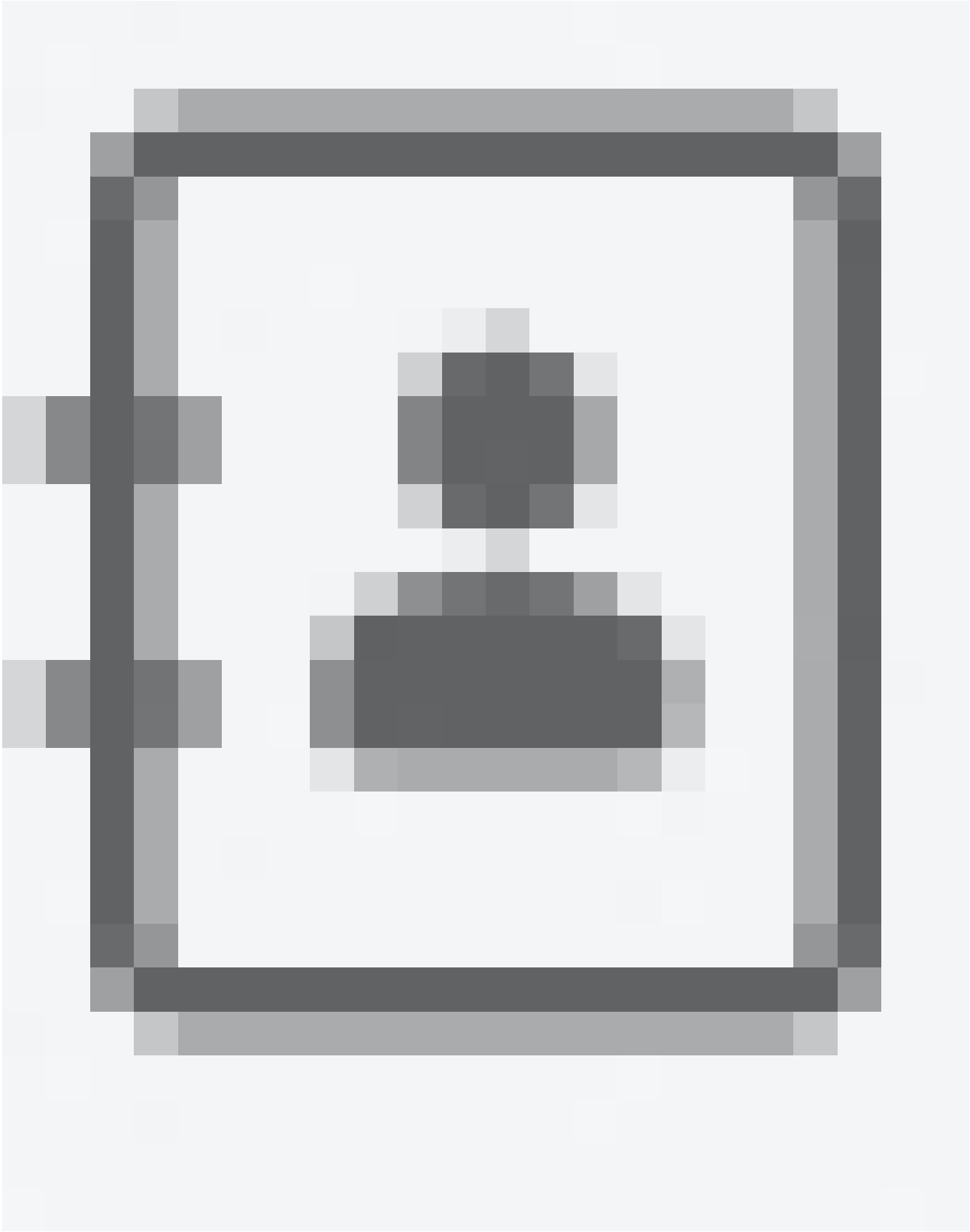
e. Select **Forward** (**FWD**) from the **Key Type** field.

f. (Optional) Enter the string appearing on the phone screen in the **Label** field.

g. Select **Send** or **Call**.

h. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the contact number you want to forward the incoming calls to in the **Value** field.
- Select



to select the desired contact.

i. Select **Save**.

- For CP925/CP935W/CP965 phones:

  a. Tap **Dsskey**.

  b. Select the desired line key.

  c. Select

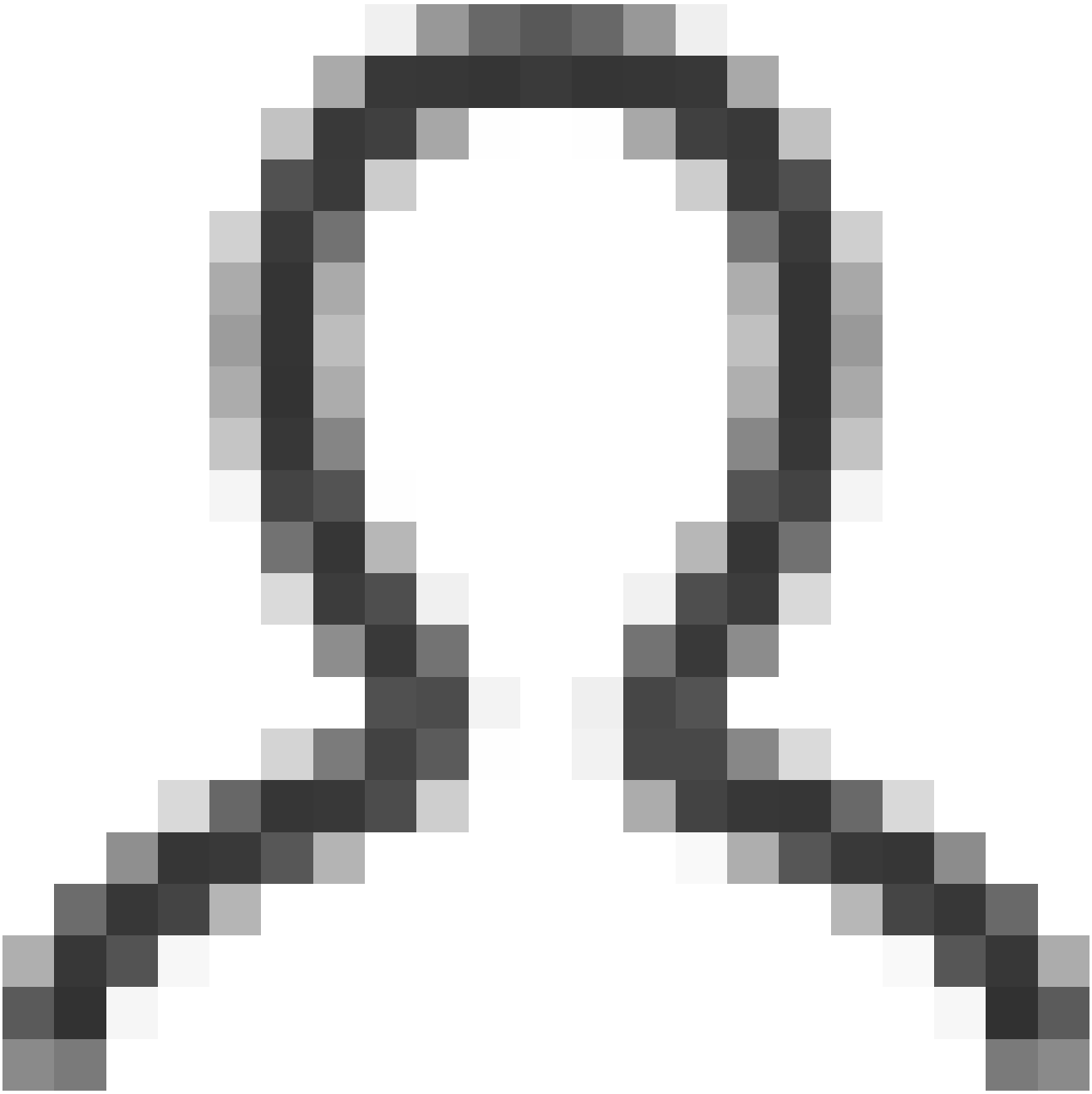
.

d. Select **Key Event** from the **Type** field.

e. Select **Forward** (**FWD**) from the **Key Type** field.

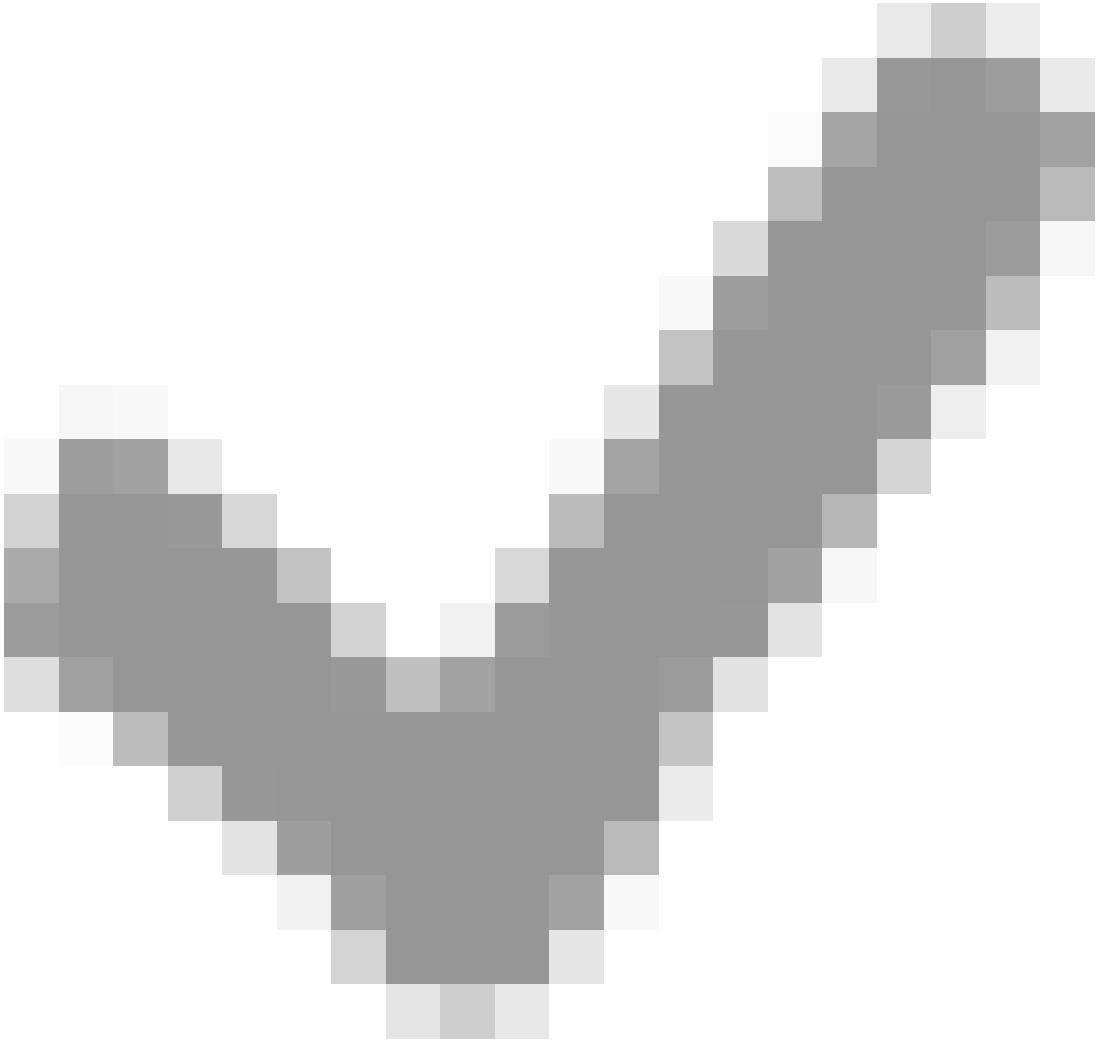
f. Do one of the following:

- (Optional) Enter the string appearing on the phone screen in the **Label** field. Enter the contact number to which you want to transfer the call in the **Value** field.
- Select



, and then select the desired contact.

g. Select



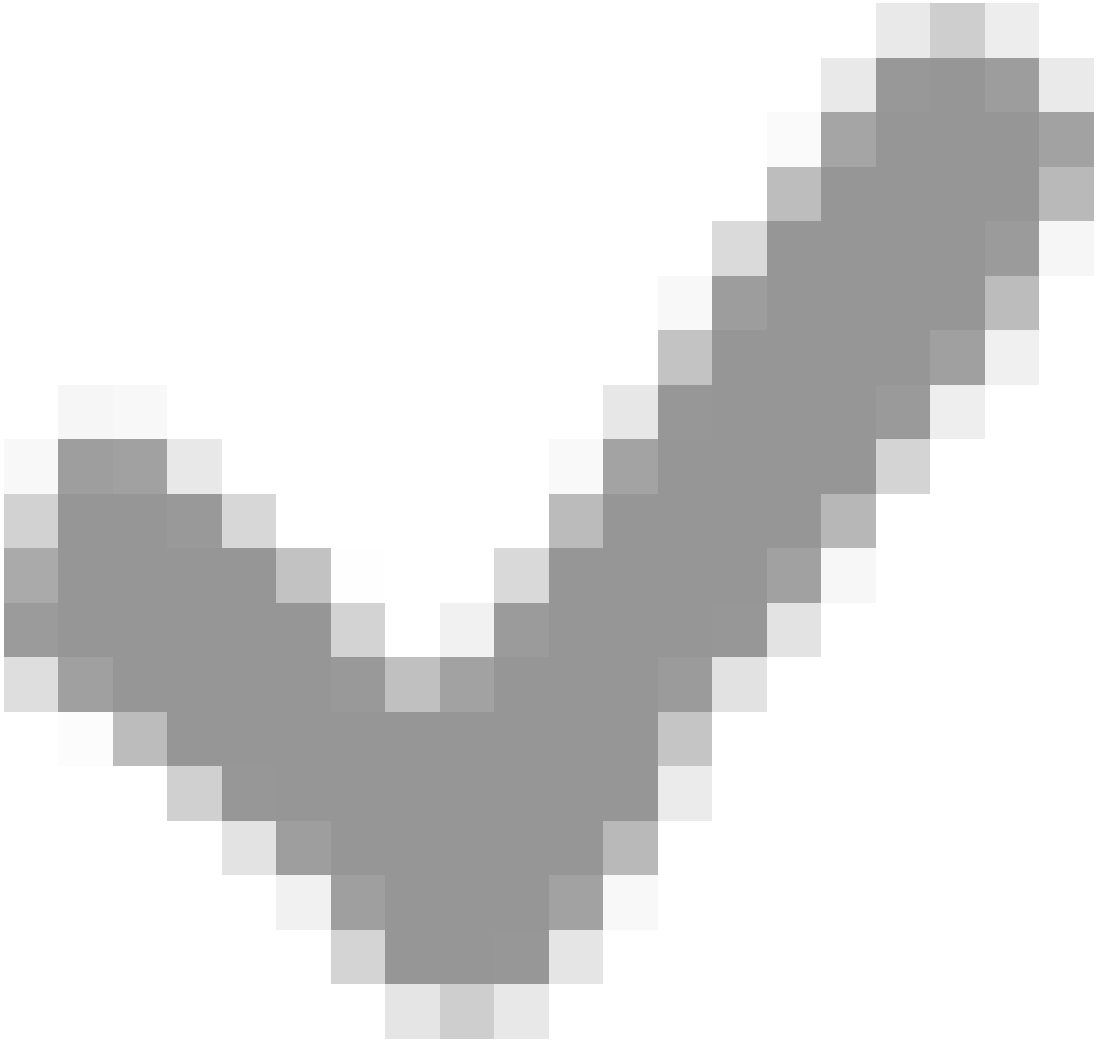
.

- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Features** > **Dsskey**.
  c. Select **Key Event** from the **Type** field.
  d. Select **Forward** (**FWD**) from the **Key Type** field.
  e. Do one of the following:
    - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the contact number to which you want to forward incoming calls in the **Value** field.

- Select

to select the desired contact.

f. Select



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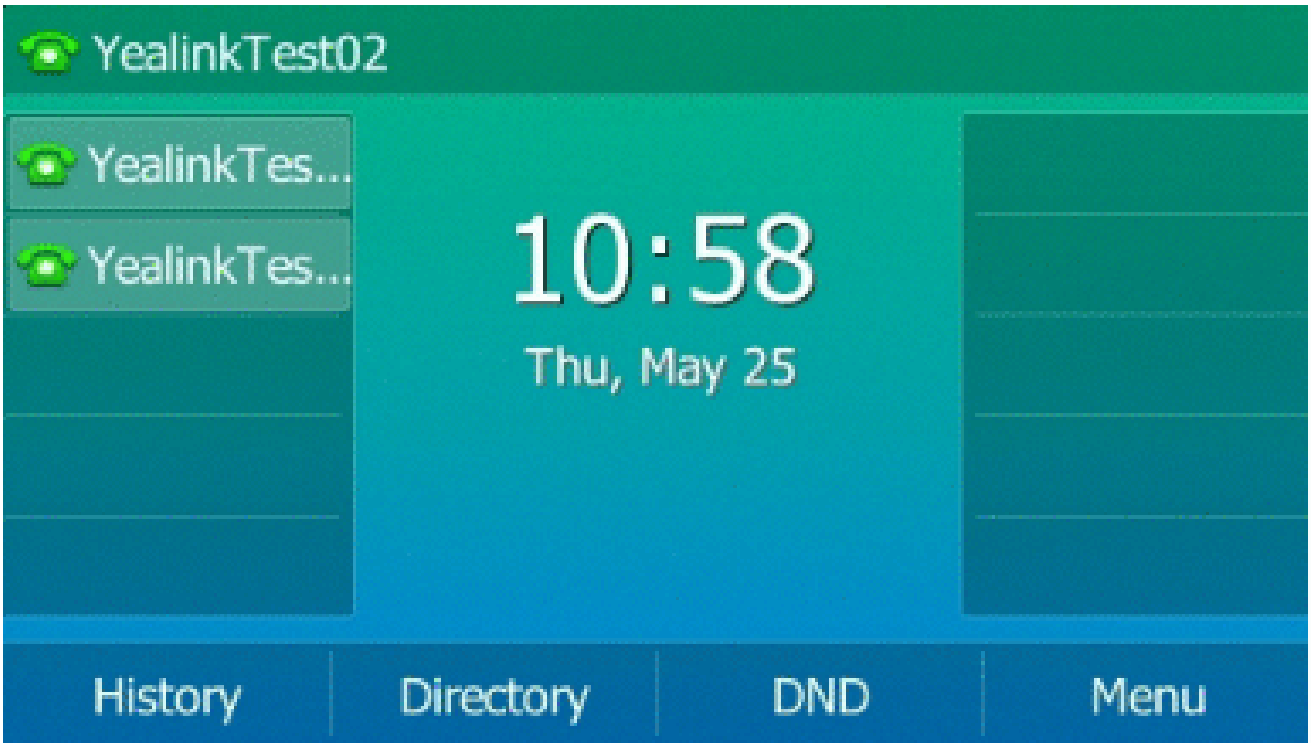
The following takes T54W as an example.



By default, you can press and hold the desired line key to set it.

When the phone is ringing, quickly press the forward key to forward the call to the specific contact.

Divert Calls to Contact

Introduction

You can divert all incoming calls from a particular contact to another contact. Auto divert has precedence over call forward.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W phones:
  a. Do one of the following:
     - Select **Directory** (**Dir**) or go to **Menu** > **Directory** > **Local Directory**.
     - For T48S/T48G/T48U/T57W, select **Directory** or go to **Menu** > **Directory**.
  b. Select the desired contact group or **All Contacts**.
  c. Select the desired contact, and select **Option** > **Detail**.
  d. For T48S/T48G/T48U/T57W phones, tap

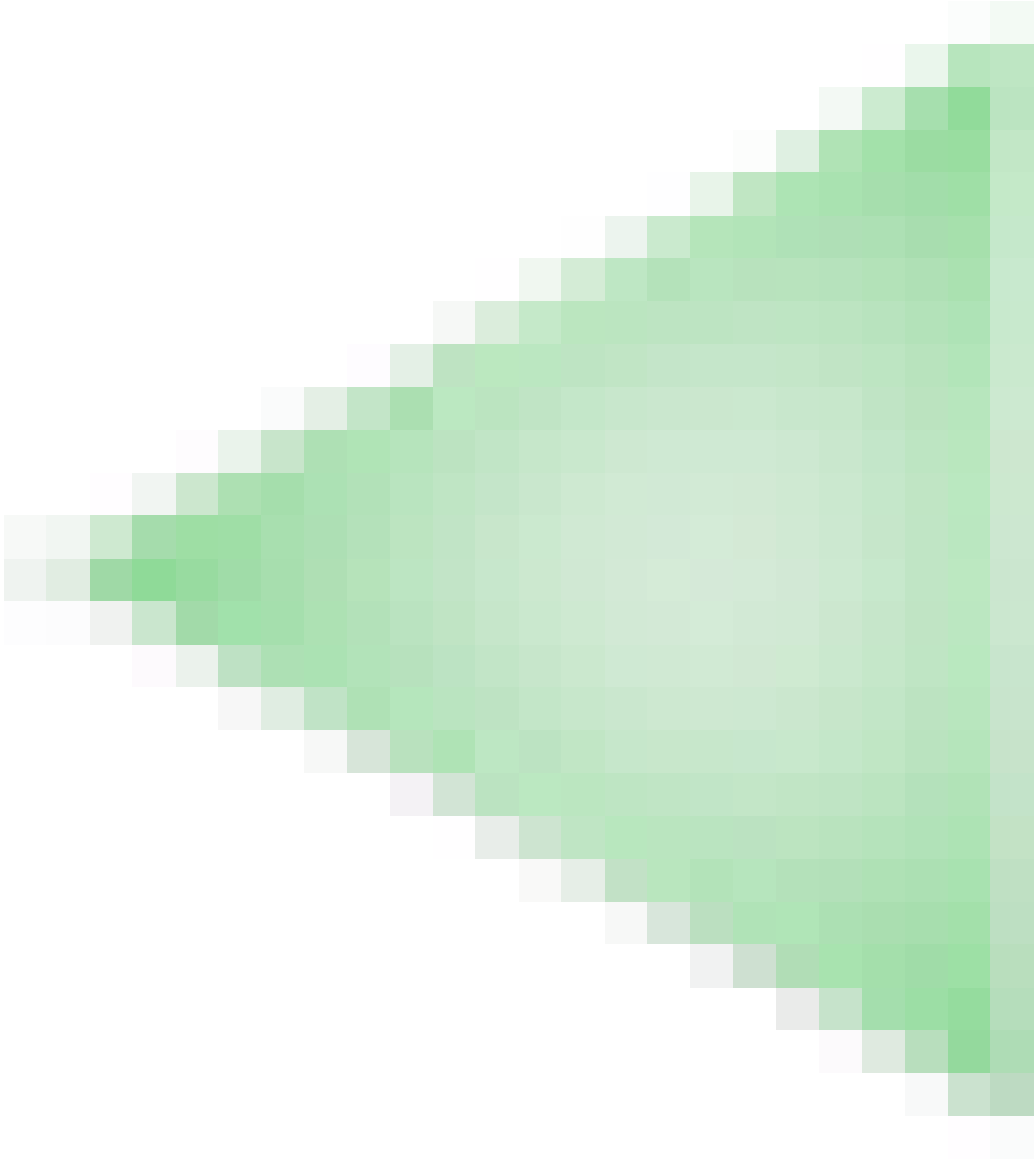
after the desired entry.

e. For T58W, tap the desired contact and select

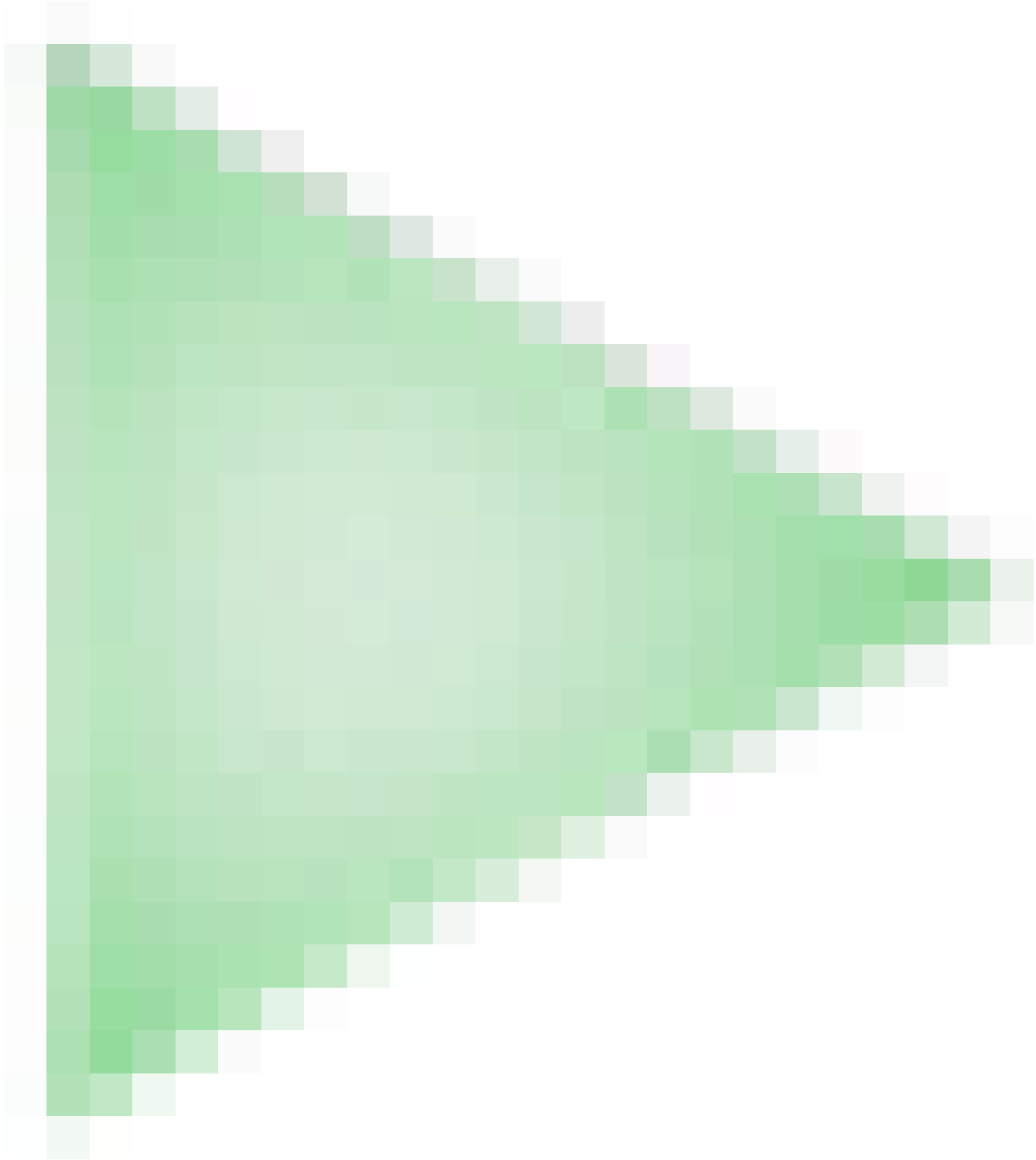
.

d. Edit the contact information.

- For T48S/T48G/T48U phones, you can tap



or



to switch to the contact you want to edit.

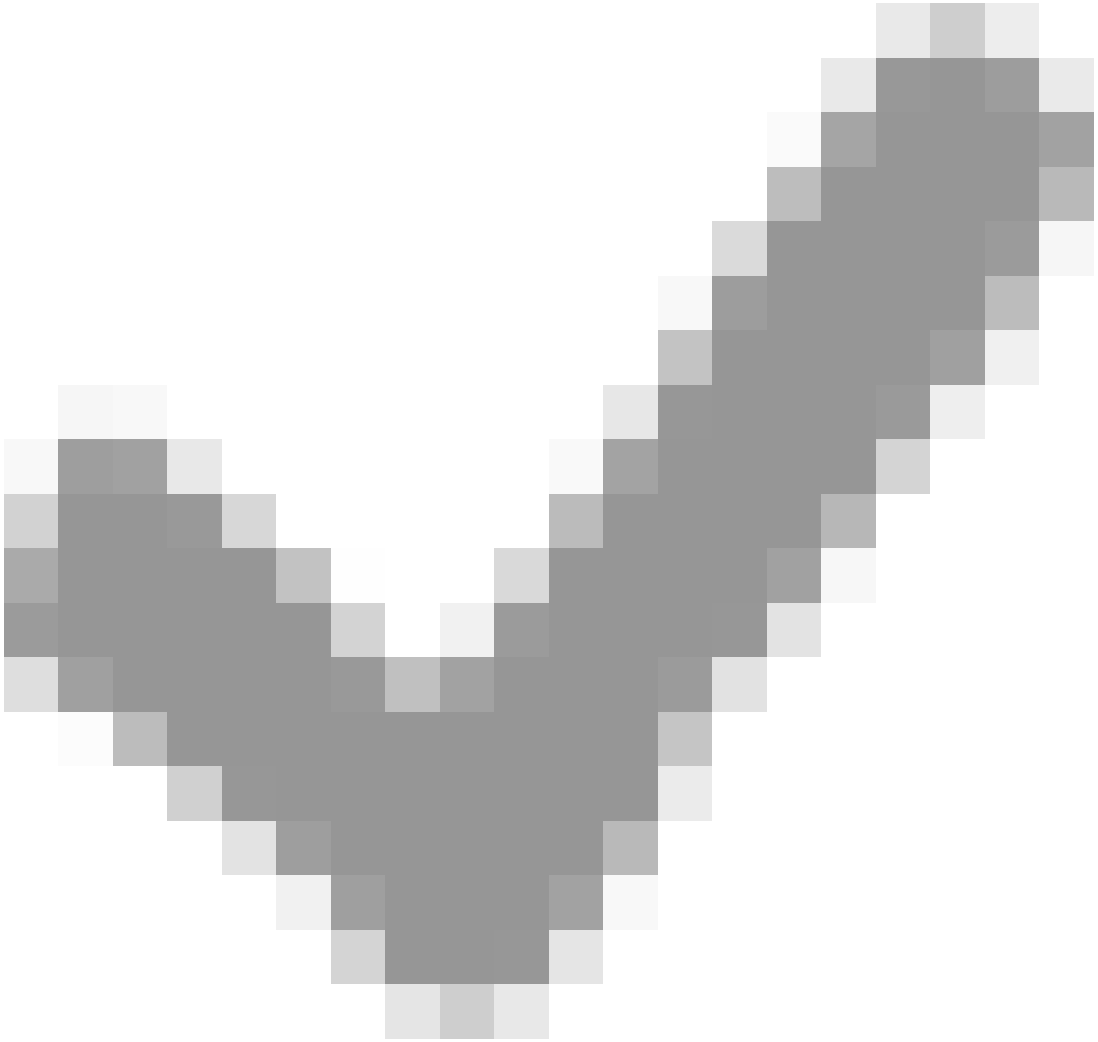
- For T57W, you can tap

or

to switch to the contact you want to edit.

e. Enter the contact’ s number you want to divert the call to in the **Auto Divert** field.

f. Select **Save**/**Done**/**OK** or tap



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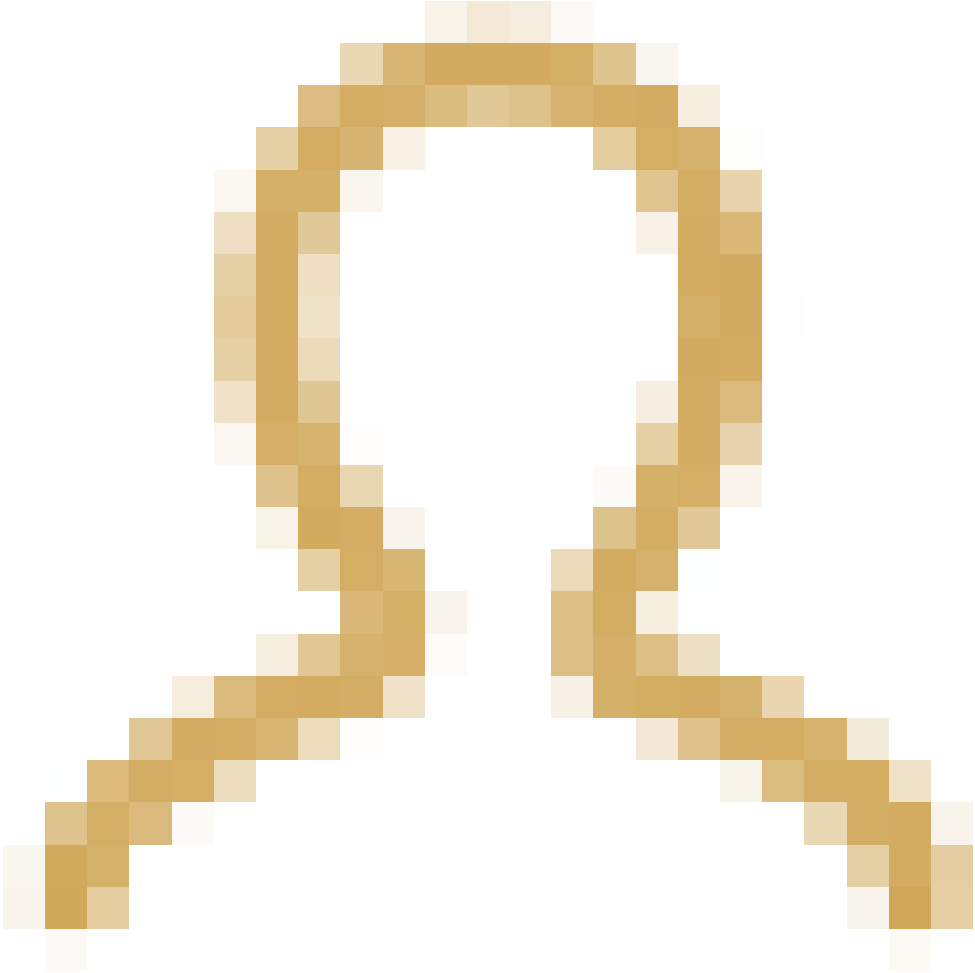
- For CP925/CP935W/CP965 phones:

  a. Tap



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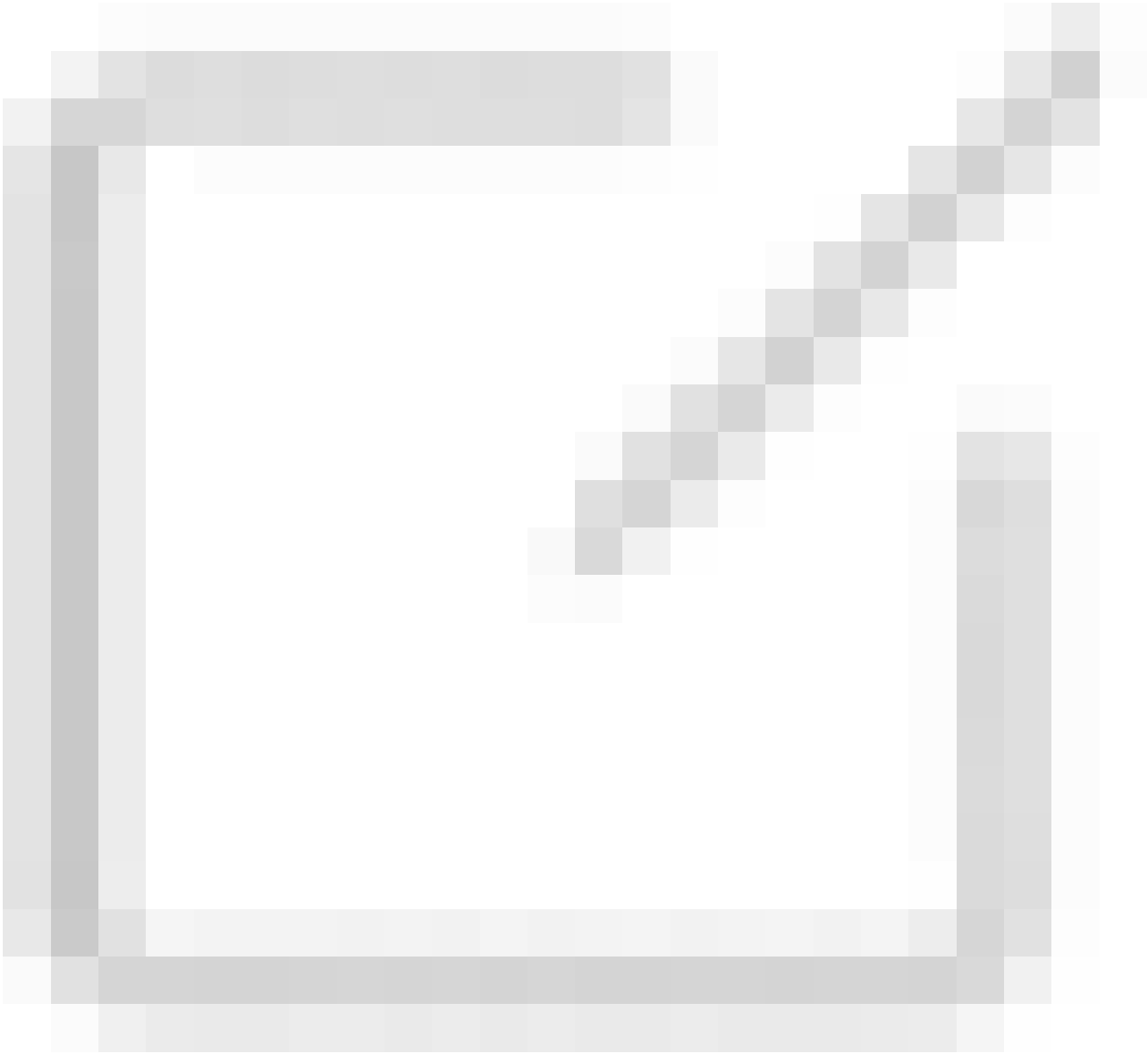
b. Select the desired contact group and tap

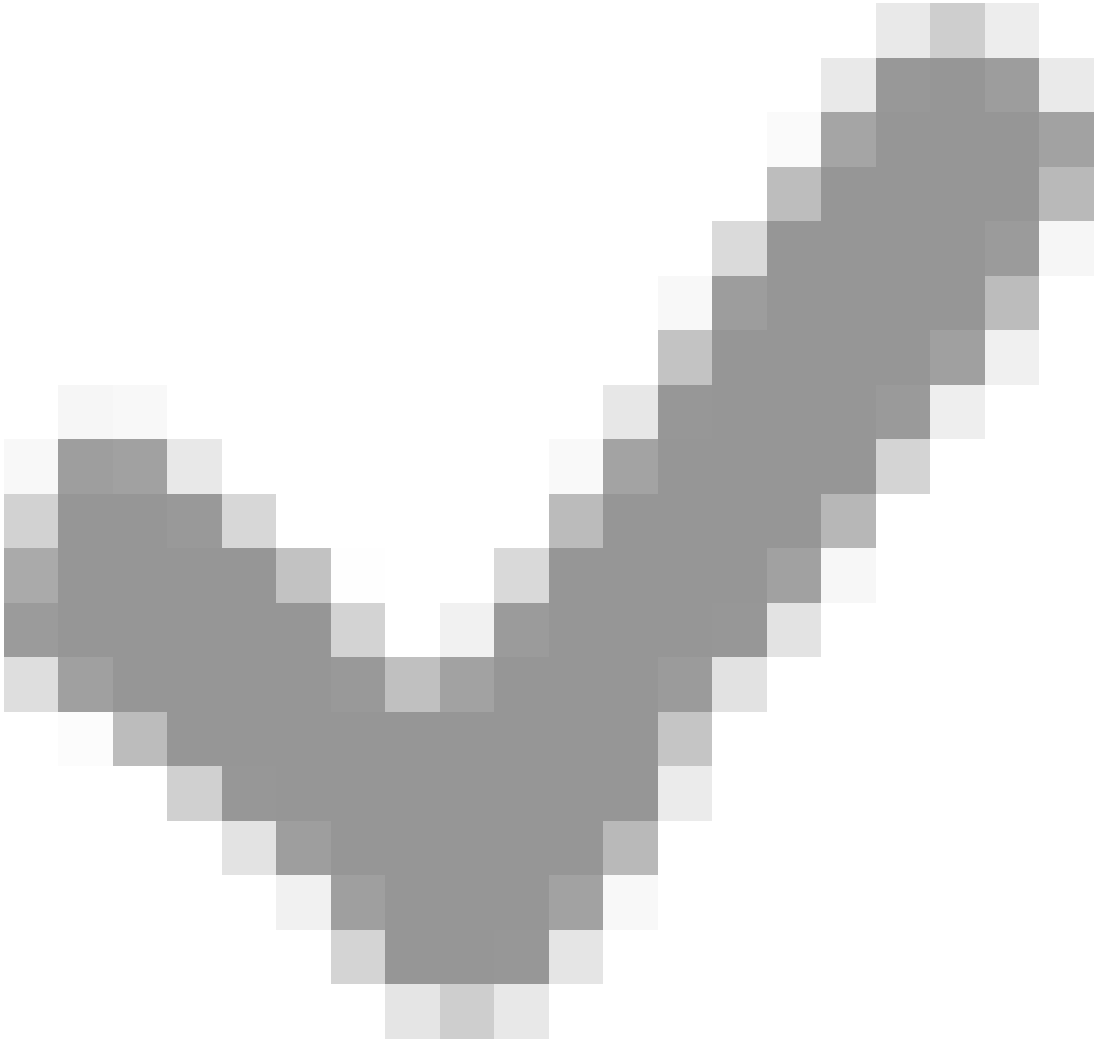


.

c. Edit the contact information.

d. Enter the contact’ s number you want to divert the call to in the **Auto Divert** field.

e. Select



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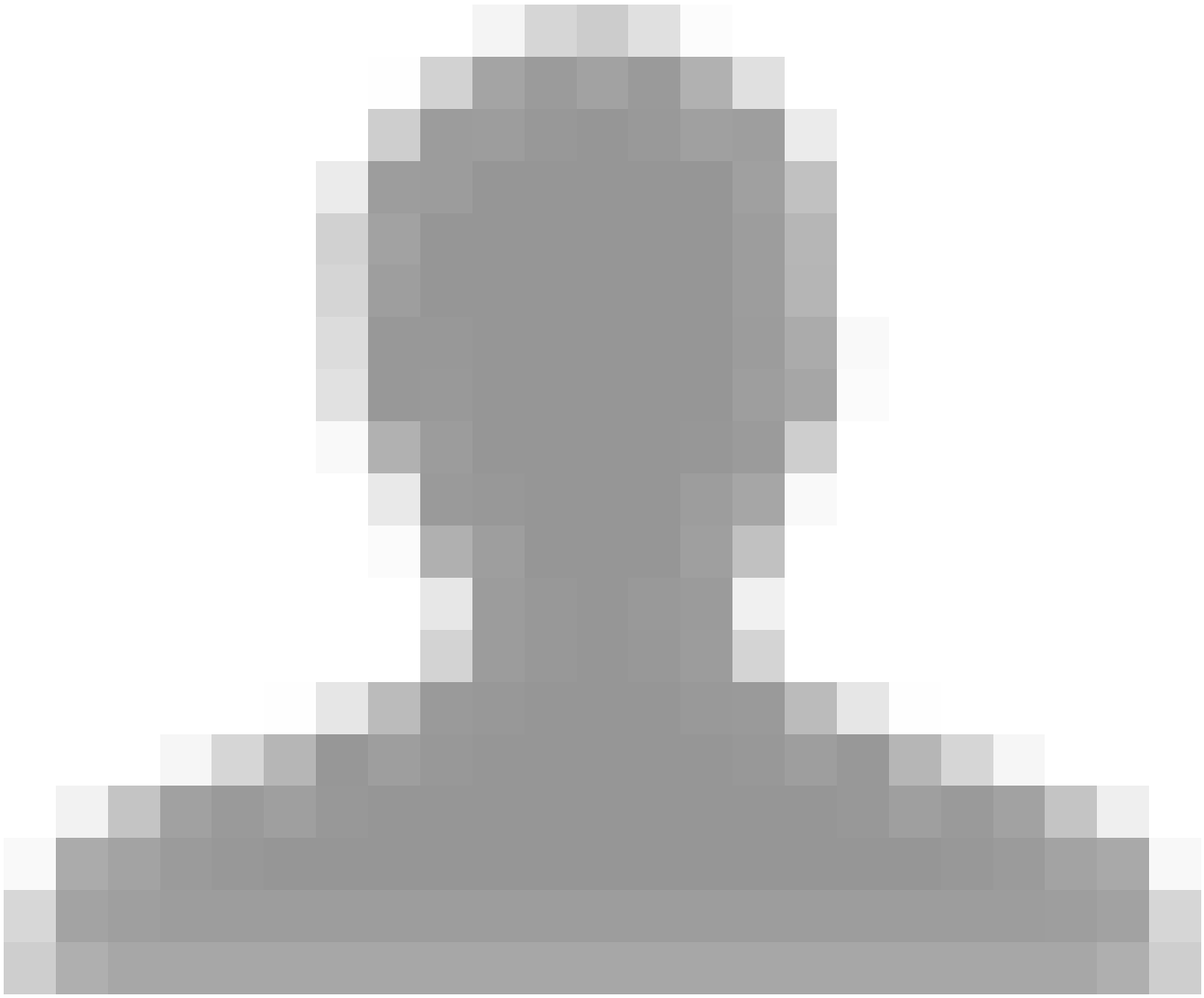
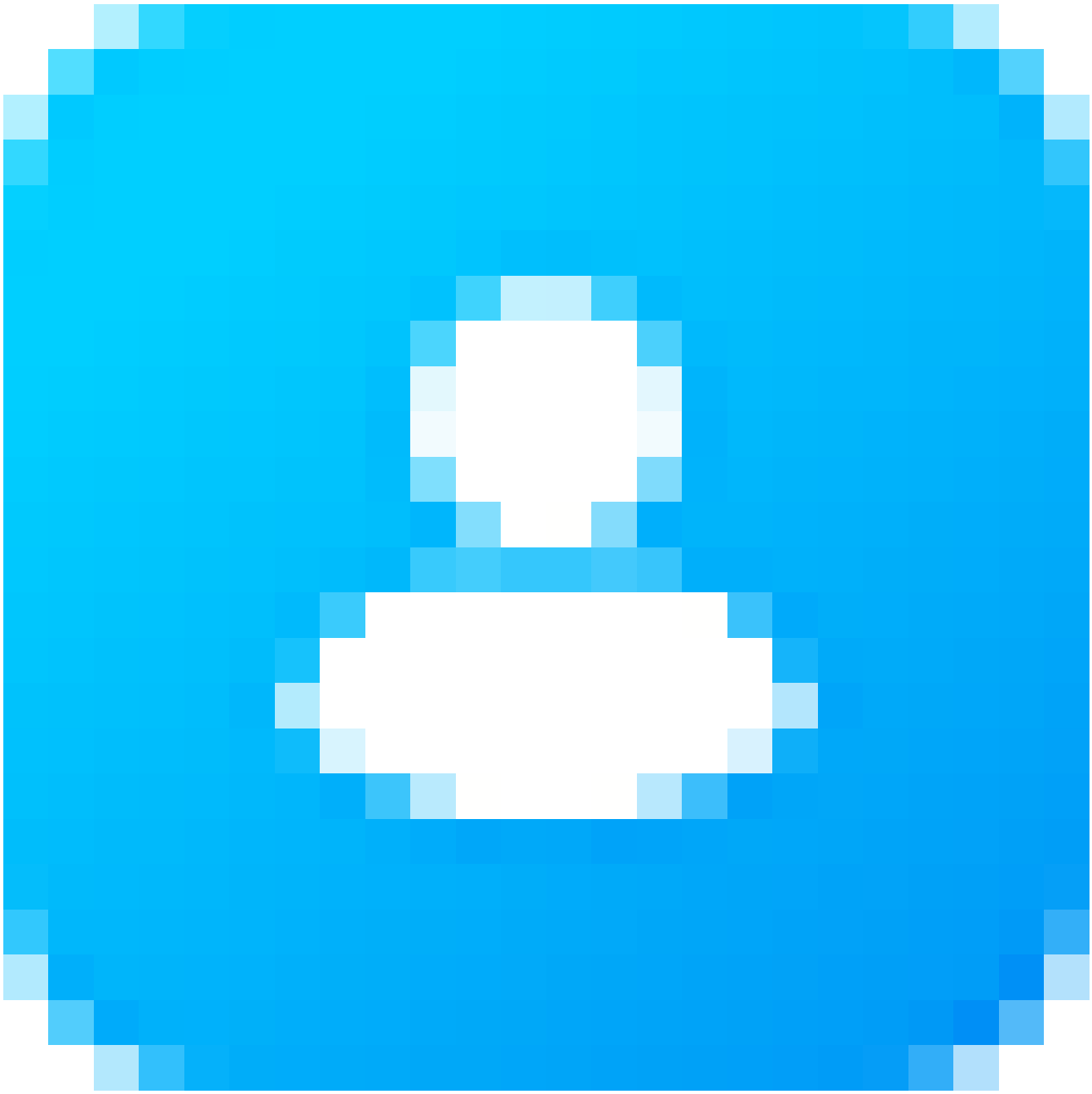
- For VP59/T58A/T58W phones:

  a. Select



or



.

b. Tap

after the desired contact.

c. Select the desired contact group or **All Contacts**.

d. Select the desired contact, and select **Option** > **Detail**.

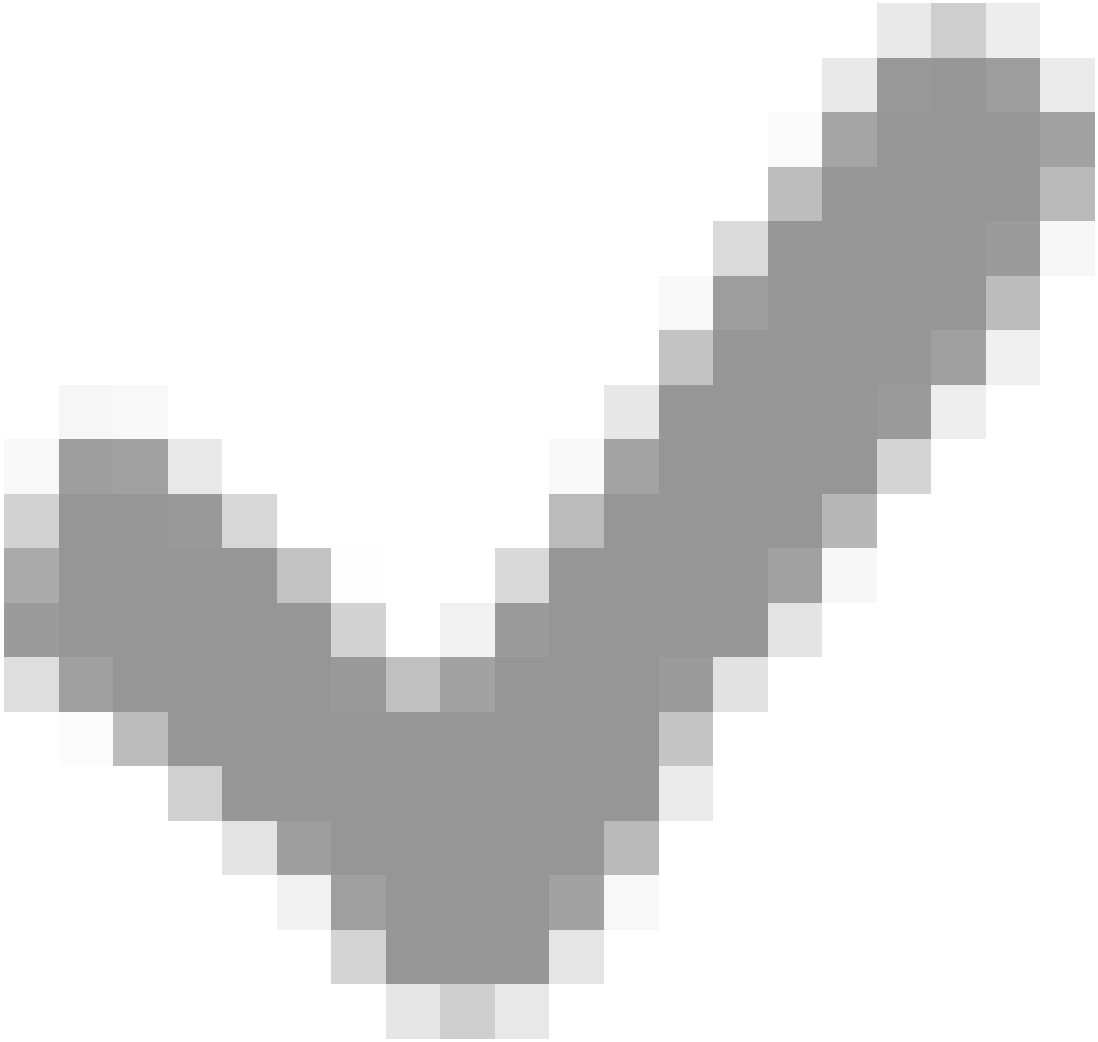
e. For T58W, tap the desired contact and select

.

e. Edit the contact information.

f. Enter the contact’ s number you want to divert the call to in the **Auto Divert** field.

g. Select



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- For T73U/T73W/T74U/T74W/T85W phones:
  a. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
  b. Select the desired contact group or **All Contacts**.
  c. Select the desired contact, and select **Option** > **Detail**.
  d. Edit the contact information.
  e. You can press

or

to switch to the contact you want to edit.

e. Enter the contact’s number you want to divert the call to in the **Auto Divert** field.

f. Select **Save**.

- For T77U/T87W phones:

a. Select

.

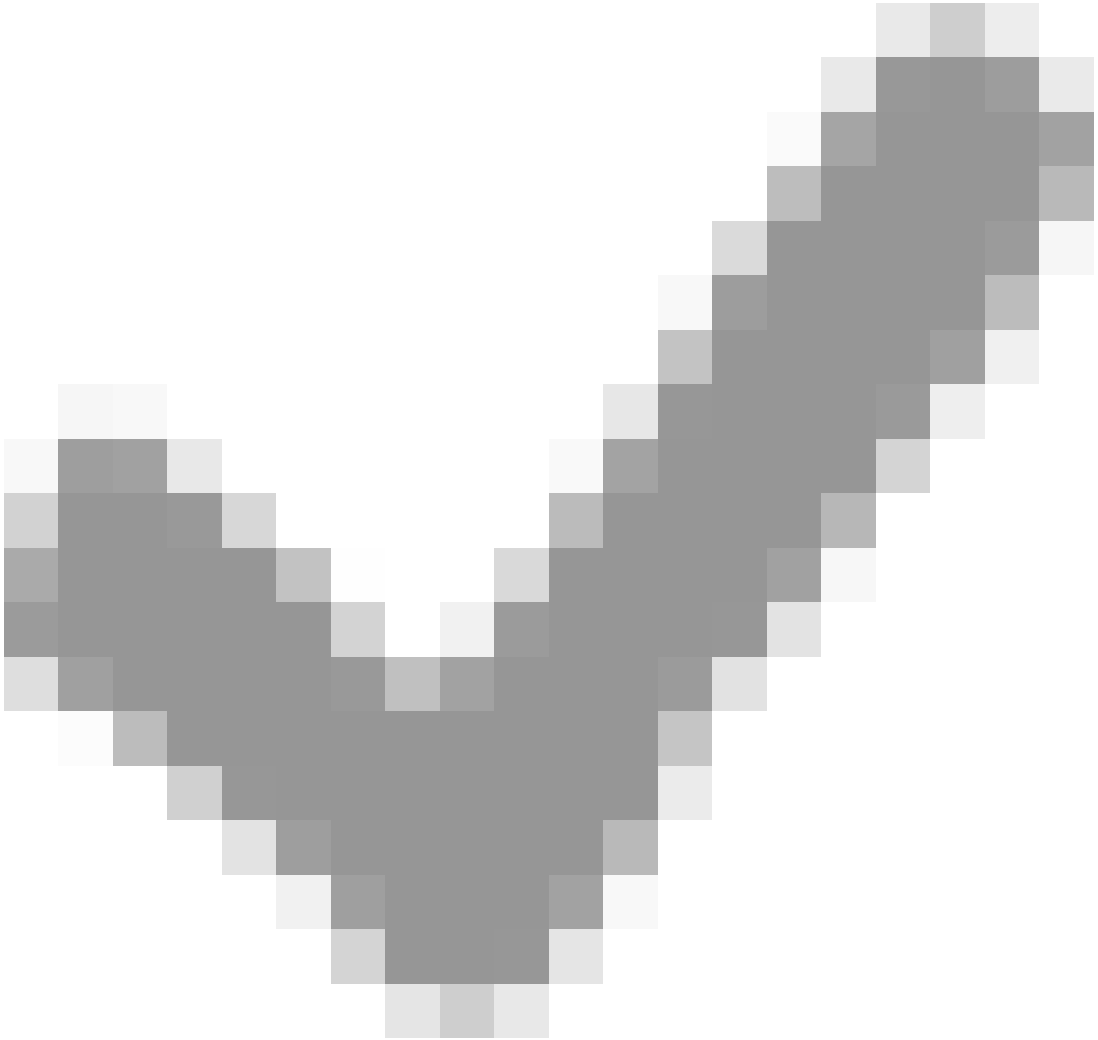
b. Tap

after the desired contact.

c. Edit the contact information.

d. Enter the contact’ s number you want to divert the call to in the **Auto Divert** field.

e. Select



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- For T88W (Pro)/T88V Pro phones:

  a. Select

  .

  b. Tap the desired contact, and then select

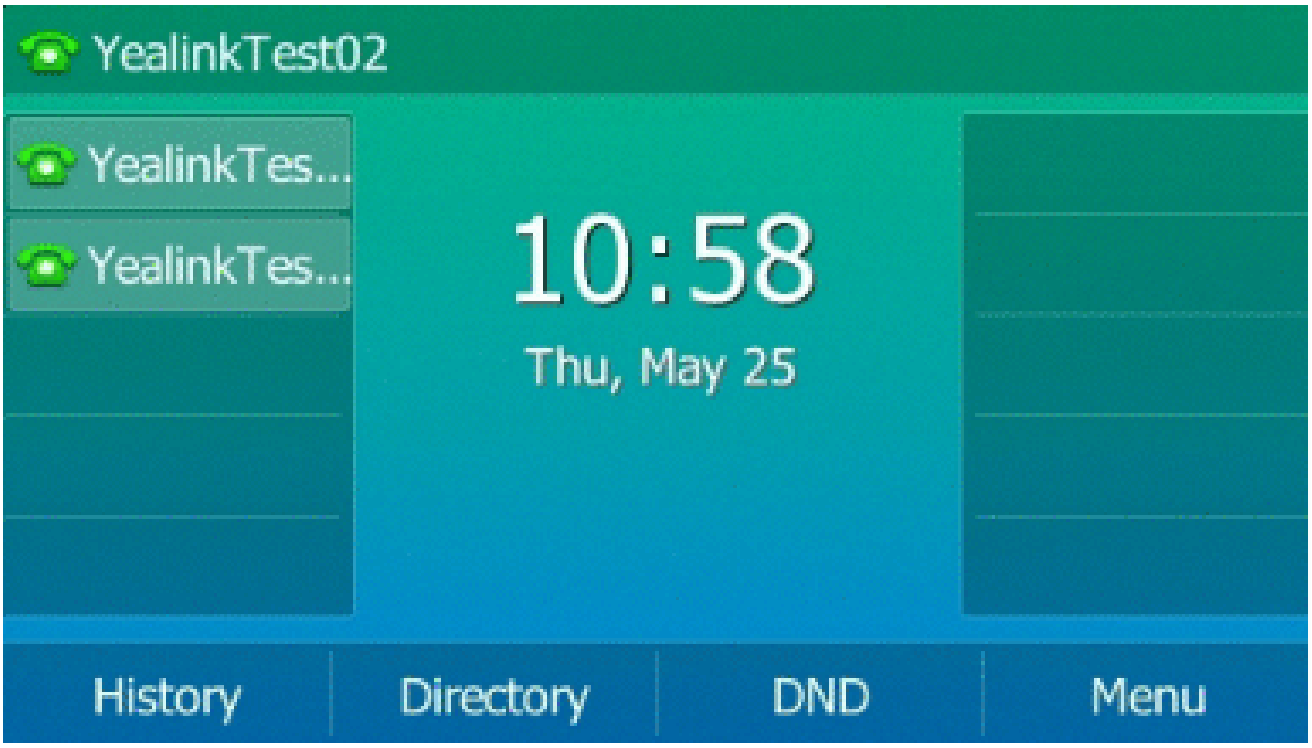
.

c. Edit the contact information.

d. Enter the contact's number you want to divert the call to in the **Auto Divert** field.

e. Select **OK**.

The following takes T54W as an example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Transfer Calls

Perform Blind Transfer

Introduction

You can immediately transfer a call to another contact without consulting them.

Blind Transfer: Transfer a call directly to a third party without consulting.

Procedure for Specific equipment

T3X/T4X/T5X/T53X/T54W/T57W

Procedure

1. Press the **TRAN**/**TRANSFER**/

key or **Transfer** (**Trans**) during a call.

2. Do one of the following:
   - Enter the number or select a contact from the placed call list you want to transfer to.
   - If you have set a **Speed Dial** key, you can also press the **Speed Dial** key to transfer the call to the contact directly.
   - For more information, please refer to Perform Transfer with a Transfer Key.
   - Press **Directory** (**Dir**). Select the desired contact from the **Directory** list.
   - For T48S/T48G/T48U/T57W, tap the **Directory** or **History**. Tap the desired contact.
3. Press **B Transfer** (**B Trans**) or the **TRAN**/**TRANSFER**/

key to complete the transfer.

> If you use a handset, the transfer can be completed by hanging up the handset.

CP925/CP935/CP965

You can enter the number or select a contact from the directory or history to perform a blind transfer.

Procedure

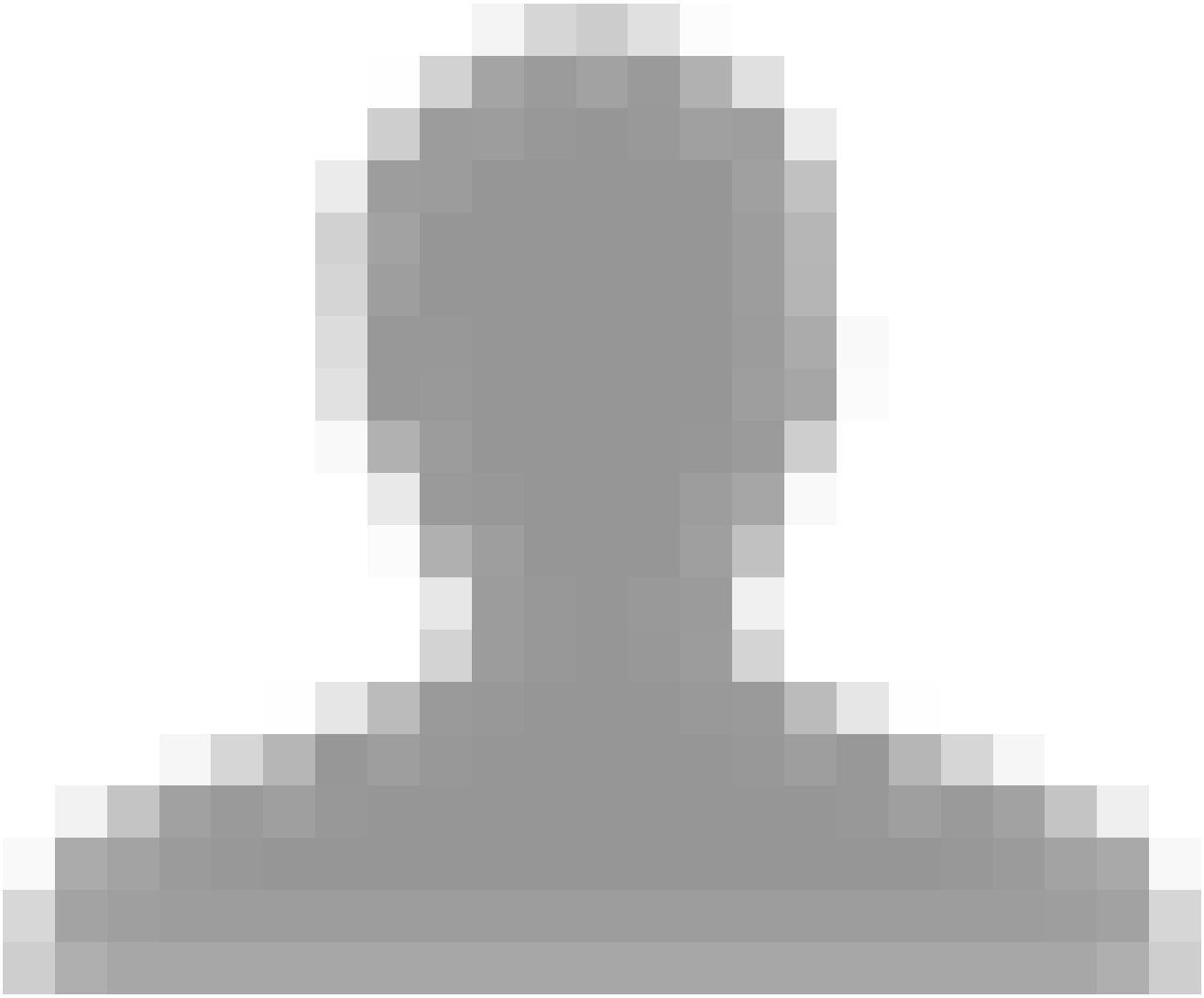
1. Select

   > **Transfer** during a call.

2. Do one of the following:
   - For CP925/CP965W:
     - Enter the number you want to transfer to.
     - Select **Transfer** to complete the transfer.
   - For CP965:
     - Enter the number you want to transfer the call to and select **Transfer**.
       Select **Transfer** to complete the transfer. (The call will automatically dial out in about

5 seconds if you do not select Transfer.)

- Select



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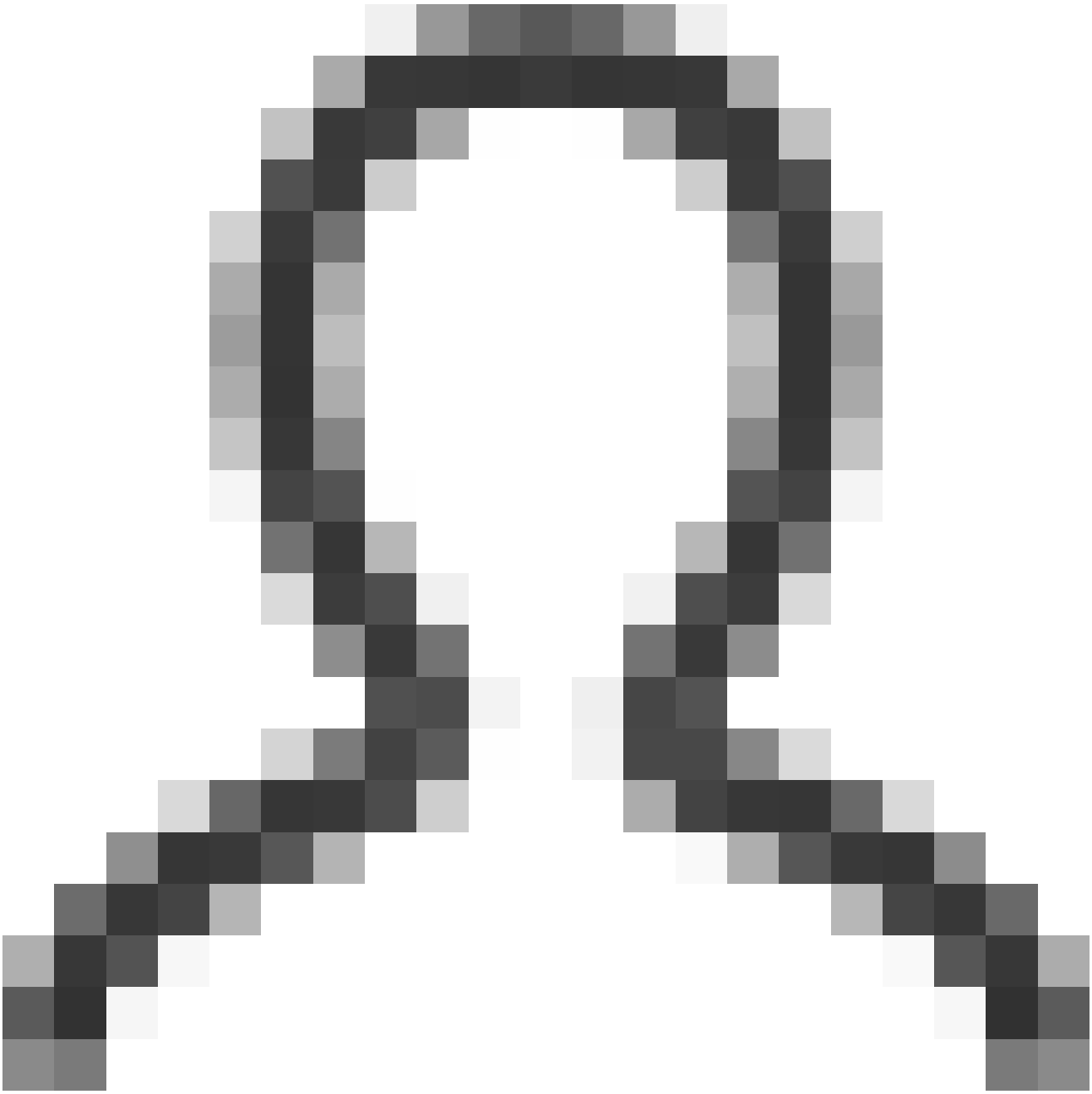
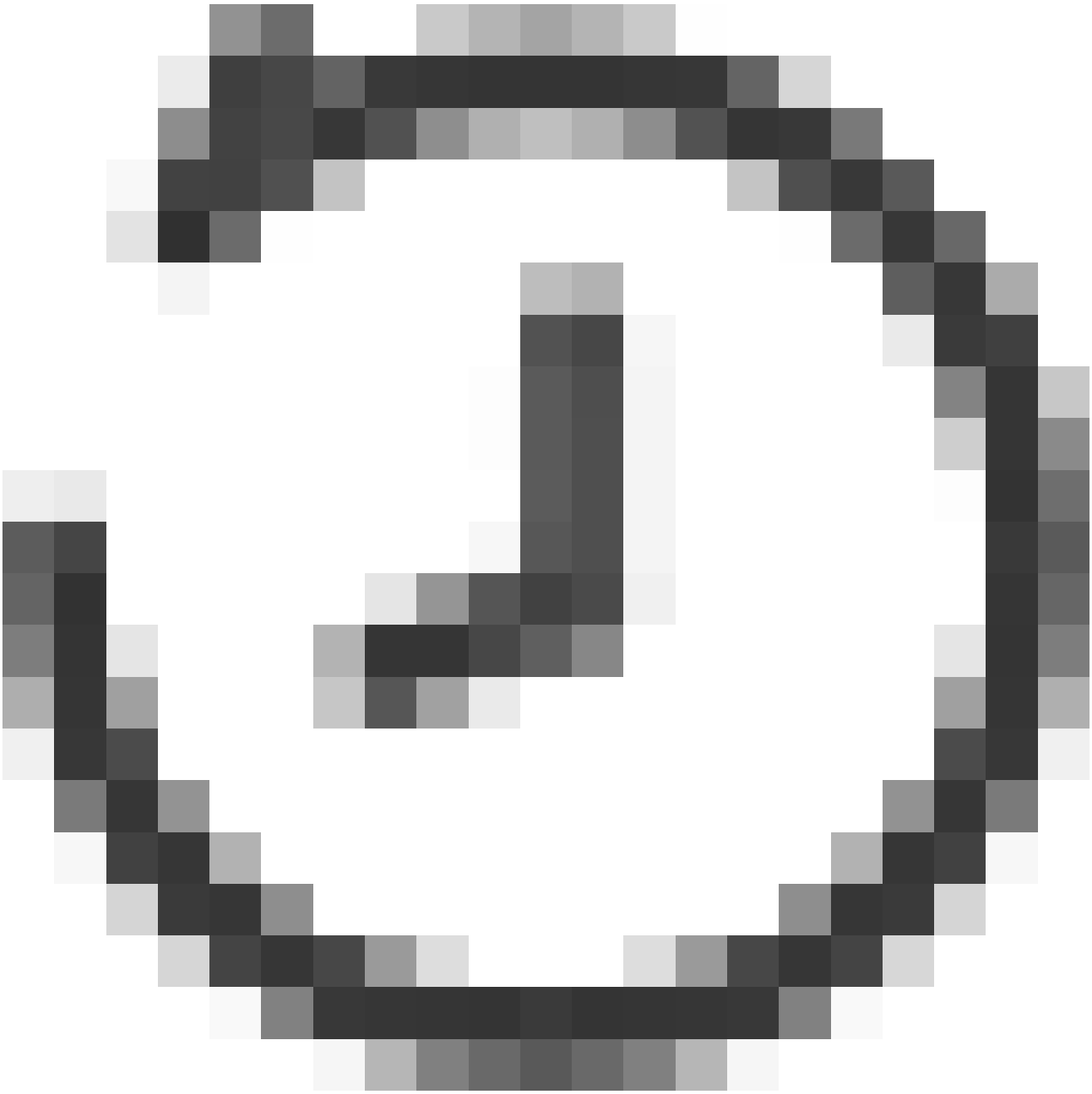


), and select the desired contact to complete the transfer.

- Select

(



), and select the desired list. Select the desired entry to complete the transfer.

VP59/T58A/T58W

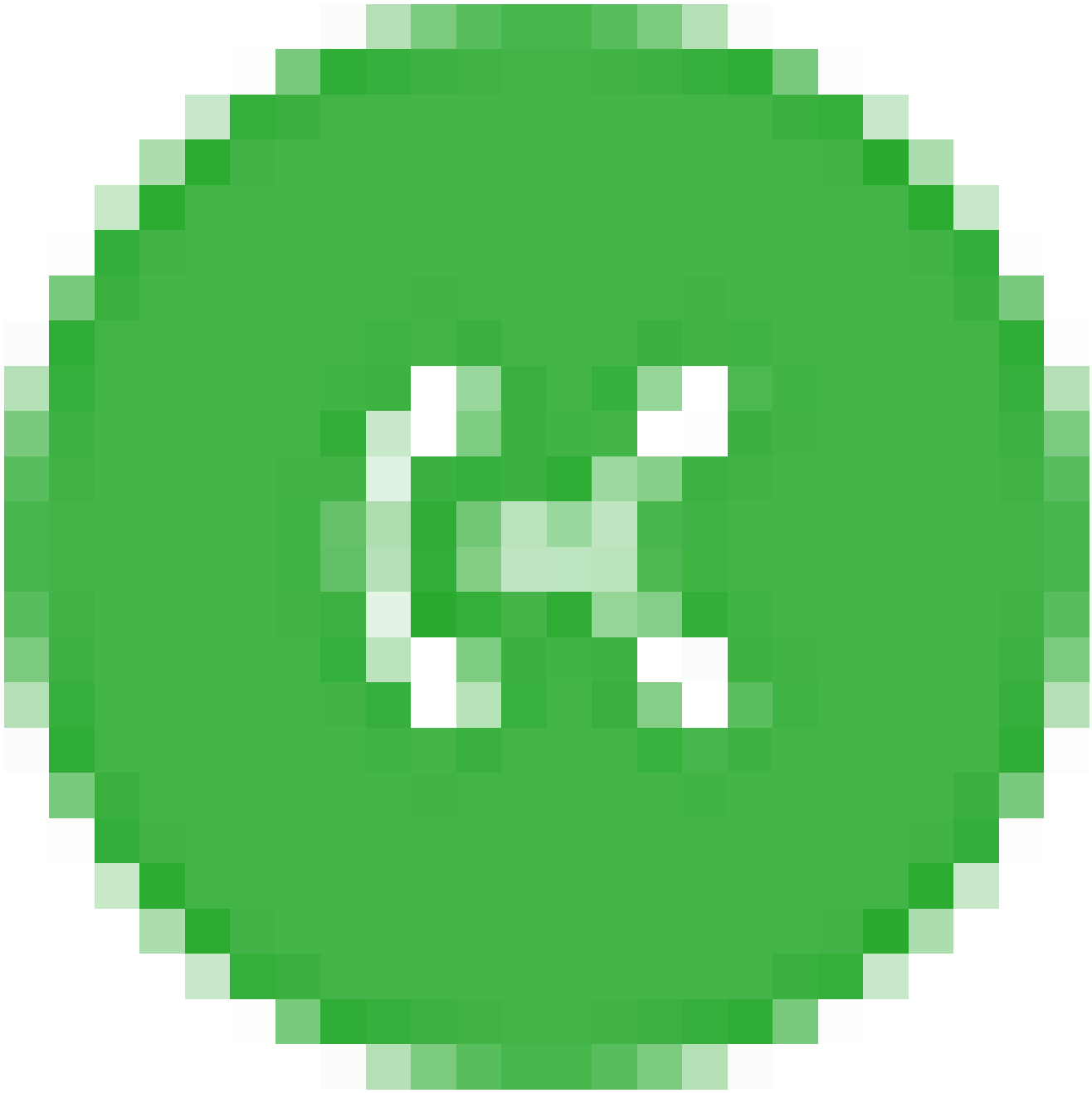
Perform a Blind Transfer Normally

1. Press the **TRAN**/**TRANSFER**/

key or

during a call.

2. Do one of the following:
   - Enter the number you want to transfer the call to, and press the **TRANSFER**/**Transfer** key or select (



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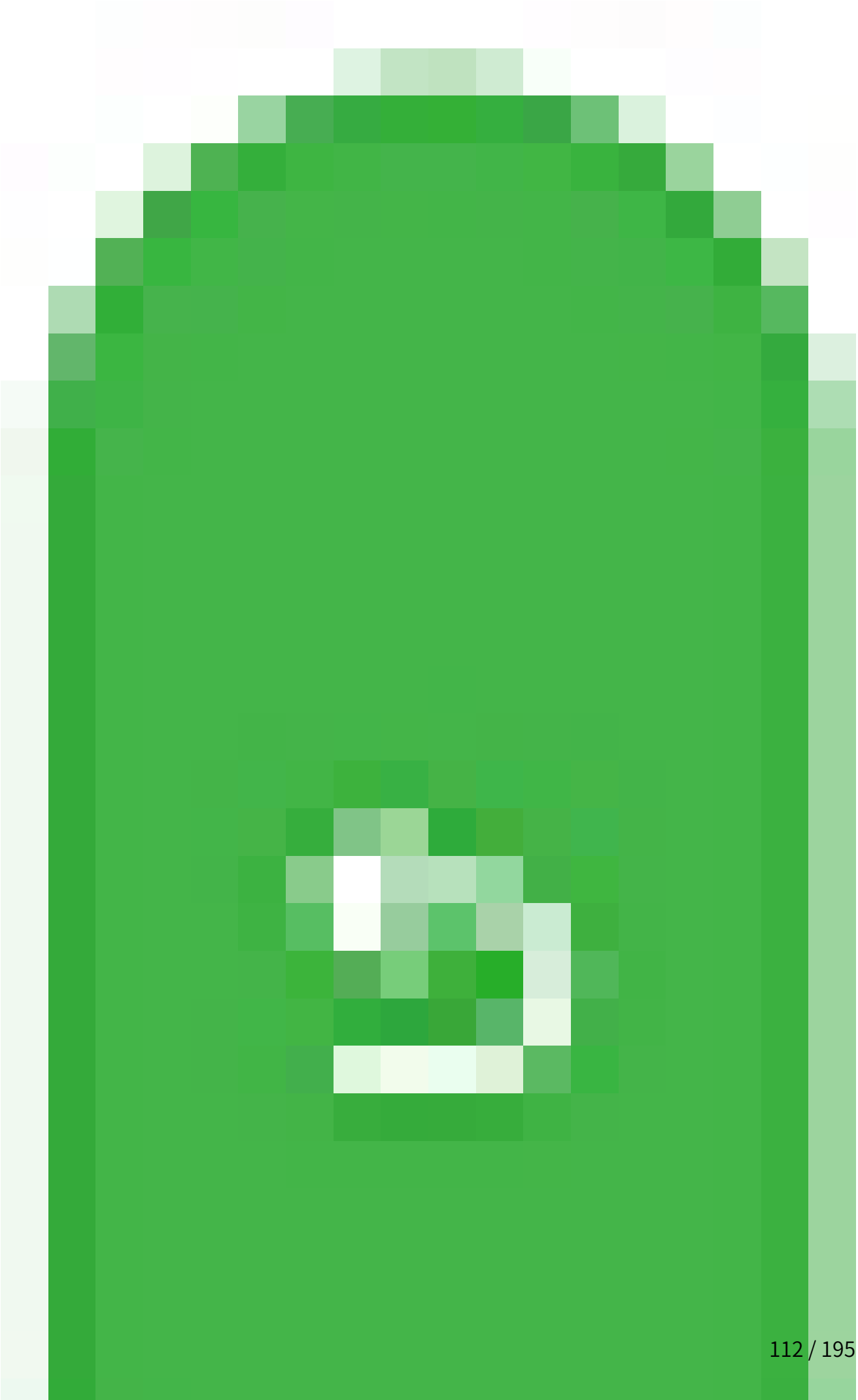

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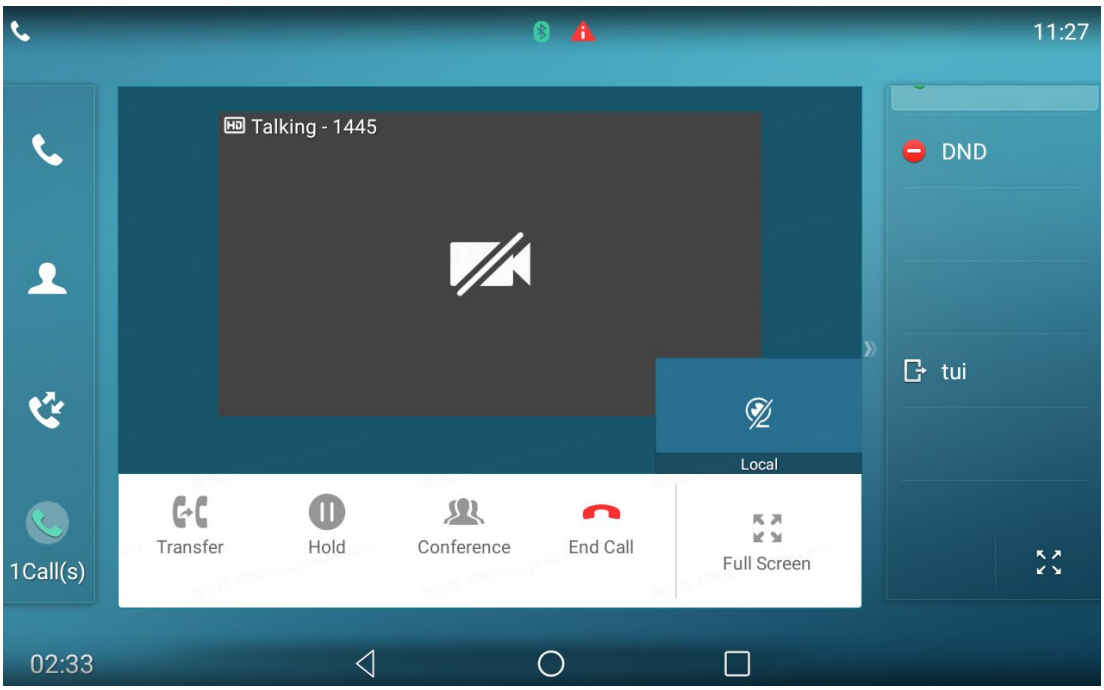
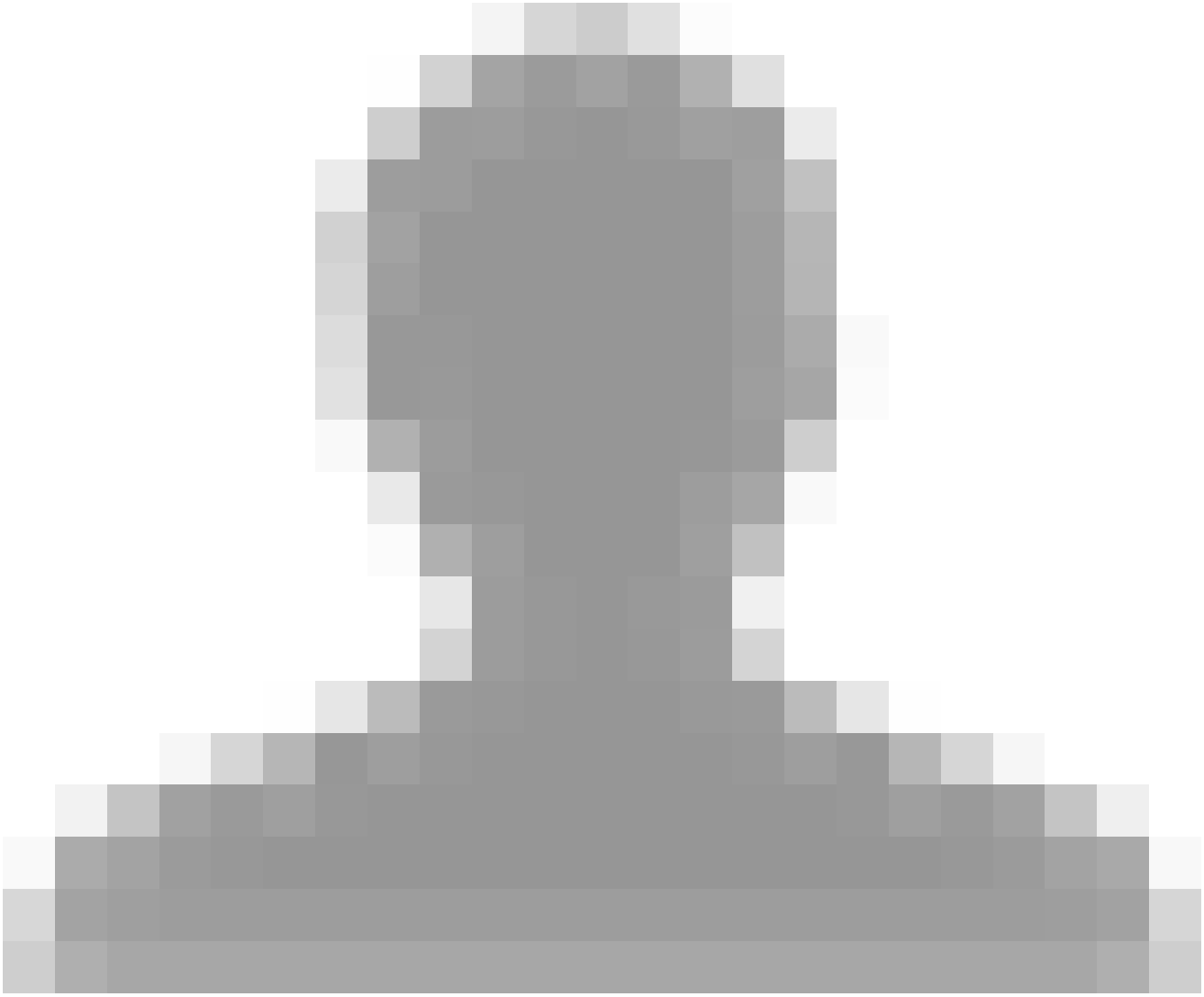
- For T58A/VP59:



- Select **Transfer** to complete the transfer (The call will automatically dial out in about 5 seconds if you do not select **Transfer**).
- Select



(Local Directory), and select the desired contact to complete the transfer.

- Select

(Local Calls), and select the desired list. Select the desired entry to complete the transfer.

Perform a Blind Transfer Conveniently

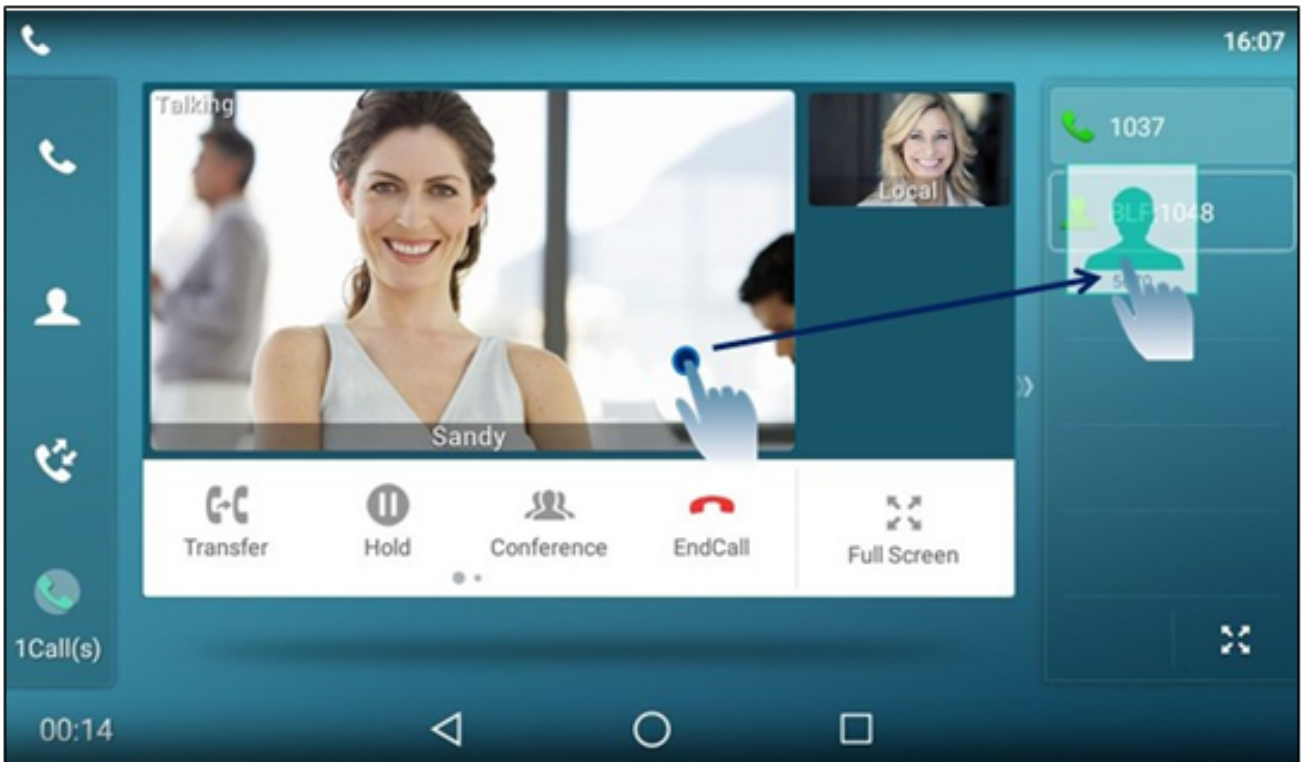
You can perform a blind transfer conveniently by dragging the far-site window to a target speed dial, BLF key, or another one.

> It is not applicable to T58W phones.

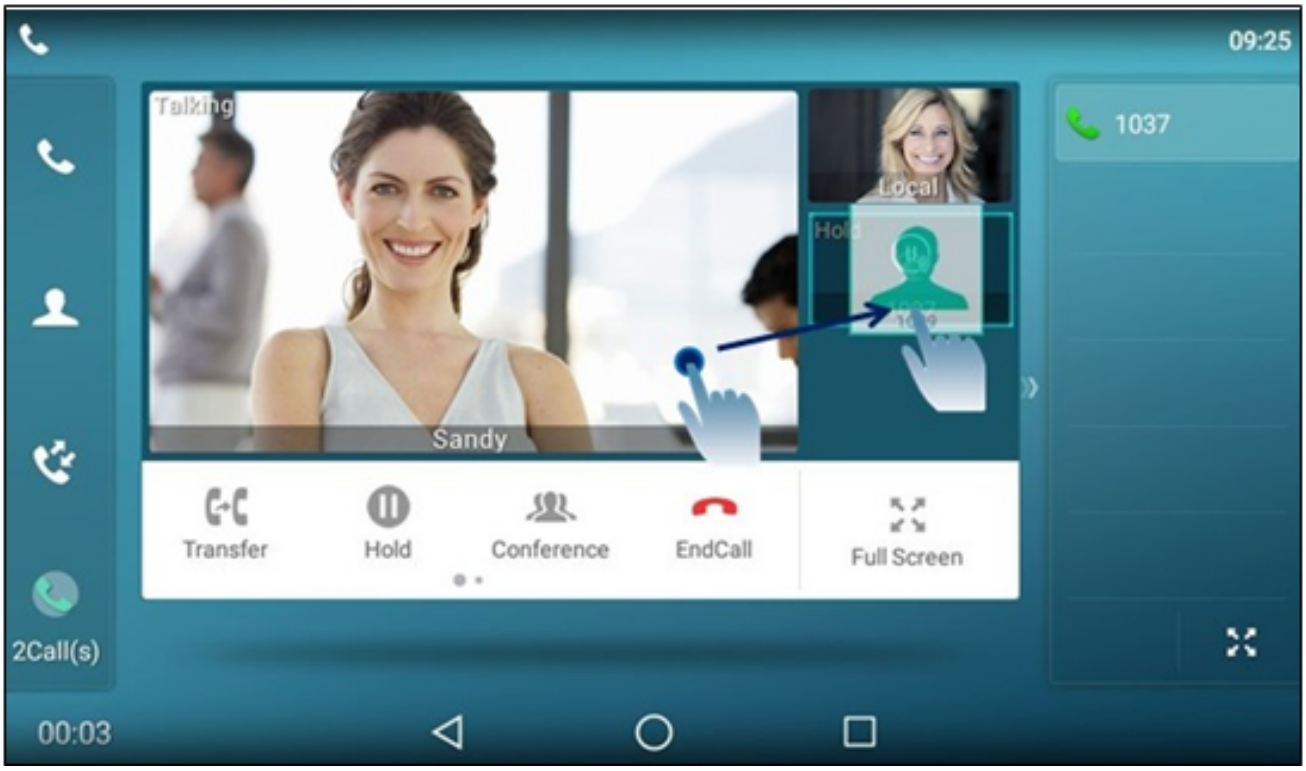
Procedure

Do one of the following:

- When there is an active call for the account related to the speed dial or BLF key, drag the far-site window to that speed dial or BLF key.



- *Then the call is connected to the number specified in the **Value** field of the speed dial or BLF key.*
- When there is an active call, and one or more calls are on hold, drag the active far-site window to another held one.

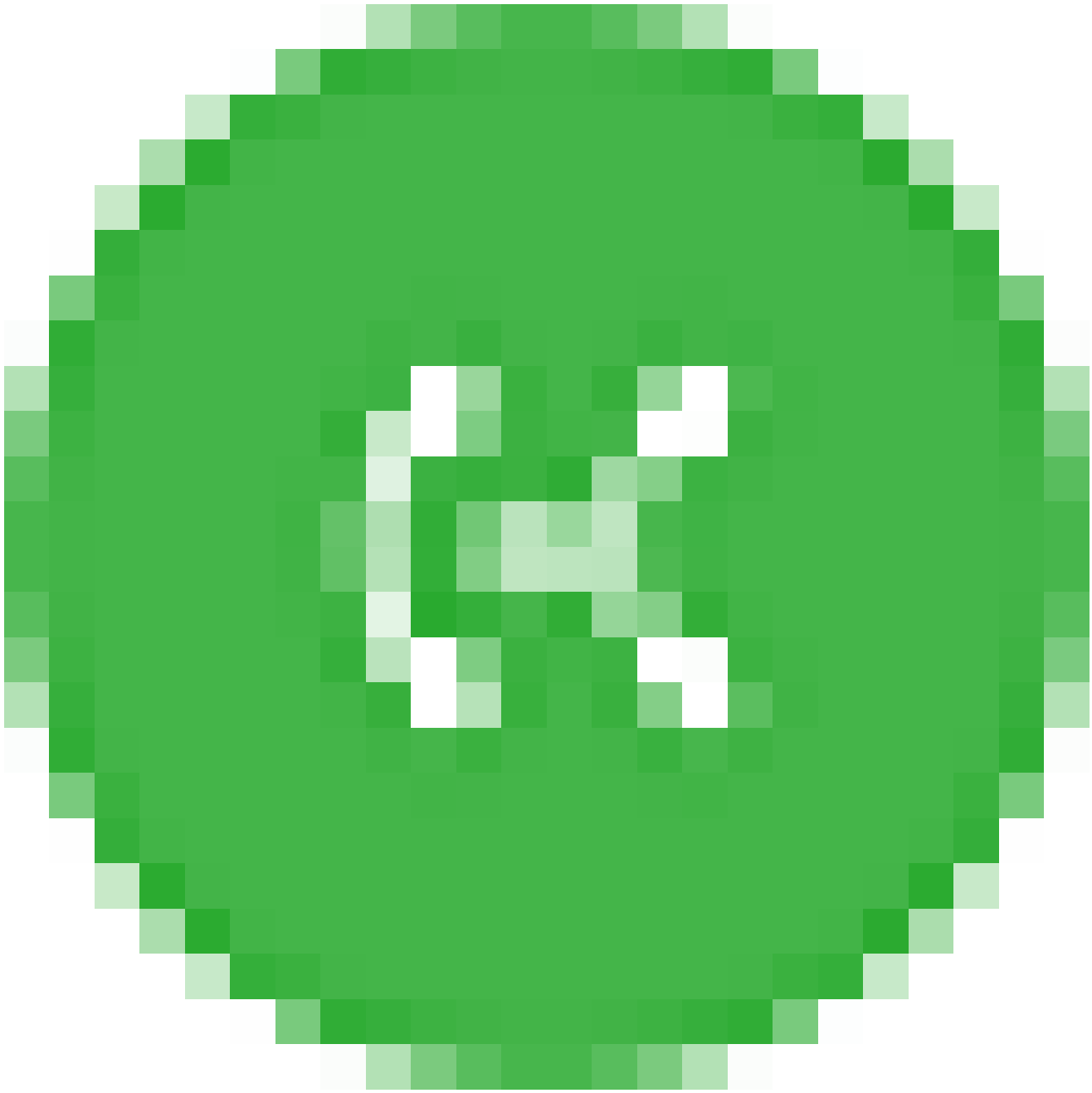


- And then tap **Transfer** from the screen.
- *The active call is connected to the number of the held party.*

T73U/T73W/T74U/T74W/T77U/T87W/T85W

Procedure

1. Press the key or **Transfer** during a call.
2. Do one of the following:
   - Enter the number or select a contact from the placed call list you want to transfer to.
   - If you have set a **Speed Dial** key, you can also press the **Speed Dial** key to transfer the call to the contact directly.
   - For more information, please refer to Perform Transfer with a Transfer Key.
   - Press **Directory** (**Dir**). Select the desired contact from the **Directory** list.
3. Press **B Transfer** or the key to complete the transfer.
   - For T77U/T87W, select



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If you use a handset, the transfer can be completed by hanging up the handset.

T88W (Pro)/T88V Pro

Procedure

1. Tap **More** > **Transfer** or press

   key during a call.
2. Enter the number you want to transfer the call to, and tap **B Transfer**.

FAQ

How to Use Hang Up for Blind Transfer?

How to Transfer to Voice Mail?
How to Disable a Popup When Transfer a Second Call?

Perform Semi-Attended Transfer

Introduction

You can transfer calls to other contacts immediately when receiving a ringback or after consulting with them first.

Semi-Attended Transfer: Transfer a call when receiving a ringback.

Procedure for Specific equipment

T3X/T4X/T5X/T53X/T54W/T57W

Procedure

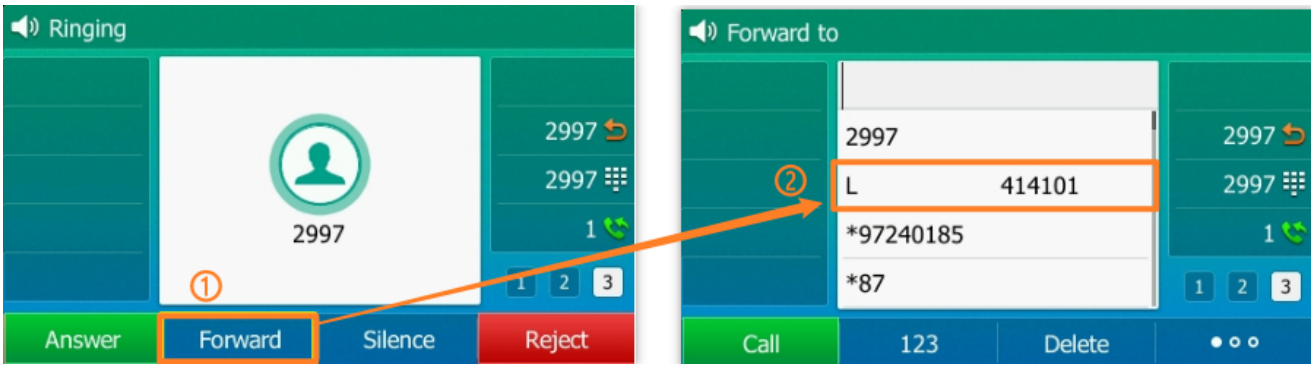
1. Press the **TRAN**/**TRANSFER**/

key or **Transfer** (**Trans**) during a call.

2. Do one of the following:
   - Enter the number or select a contact from the placed call list you want to transfer the call to.
   - Select **Directory** (**Dir**) and select the desired contact from the **Directory** list.
   - For T48S/T48G/48U/T57W phones: select **Directory** or **History** to select the desired contact.
3. Press the **OK** key or select **Send**/**Call**.
4. Do one of the following:
   - When you hear the ringback tone, press the **TRAN**/**TRANSFER**/

key or **Transfer** (**Trans**) to finish a semi-attended transfer.
   - After the contact answers the call, press the **TRAN**/**TRANSFER**/

key or **Transfer** (**Trans**) to finish an attended transfer (consultative transfer).



- If you use a handset, the transfer can be completed by hanging up the handset.
- The OK key is not available on T57W phones.

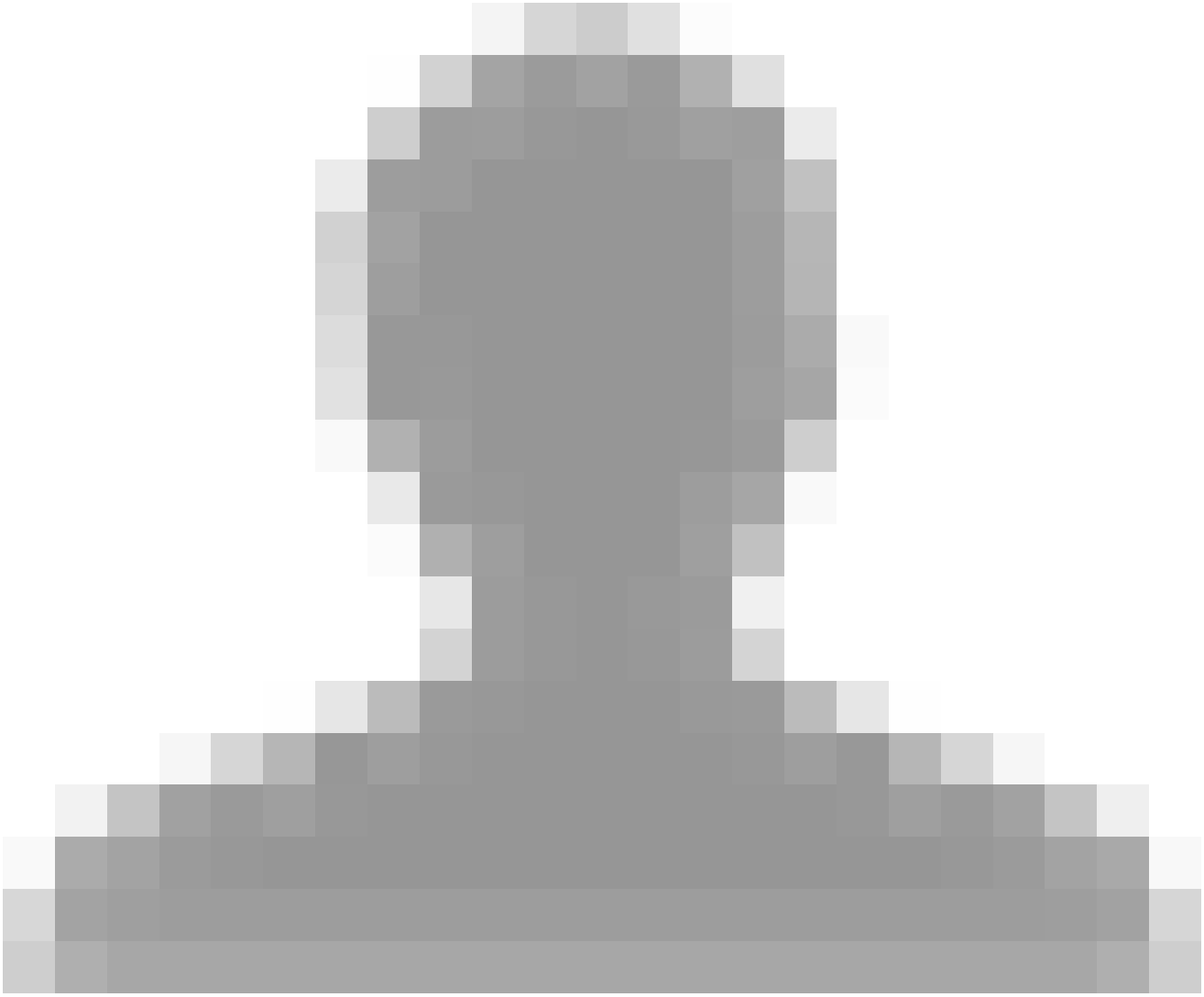
VP59/T58A/T58W

1. Press the **TRAN**/**TRANSFER**/

key or **Transfer** (**Trans**) during a call.

2. Do one of the following:
   - Enter the number you want to transfer the call to.

     Select **Transfer** > **Send** to dial out. (For T58W, select to dial out.)
   - Select



(Local Directory), and select the desired contact to dial out.

- Select

(Local Calls), and select the desired entry to dial out.

3. Do one of the following:
   - When you hear the ringback tone, select **Transfer** or press **TRANSFER**/

key to finish the semi-attended transfer.

- After the contact answers the call, select **Transfer** or press **TRANSFER**/

key to finish the attended transfer (consultative transfer).

If you use a handset, the transfer can be completed by hanging up the handset.

CP925/CP935/CP965

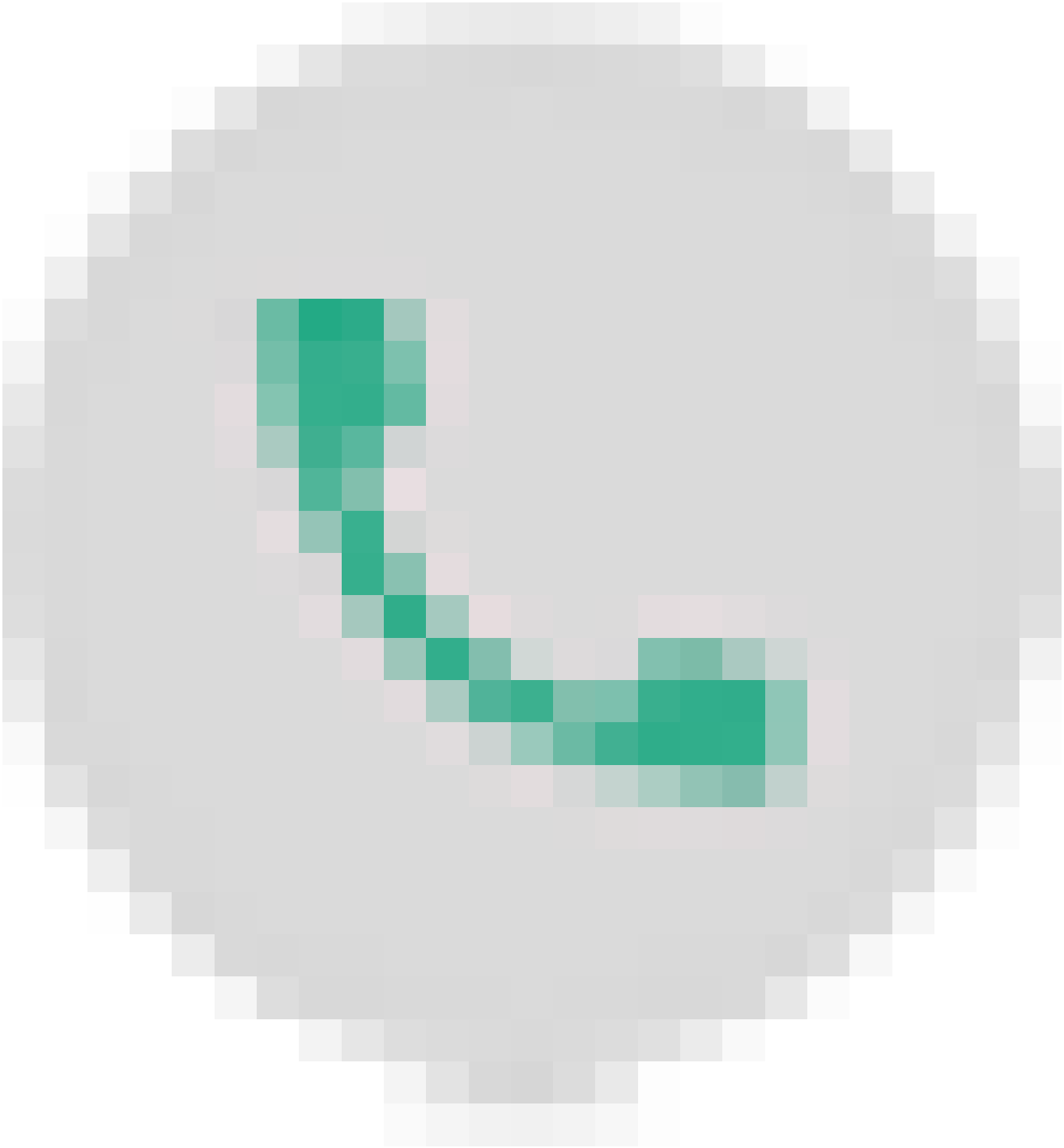
1. Select

> **Transfer** during a call.

2. Do one of the following:
   - For CP925/CP935W:
     i. Do one of the following:
     - Enter the number or select a contact from the placed call list you want to transfer the call to.
     - Select

. Select the desired contact from the Directory list.

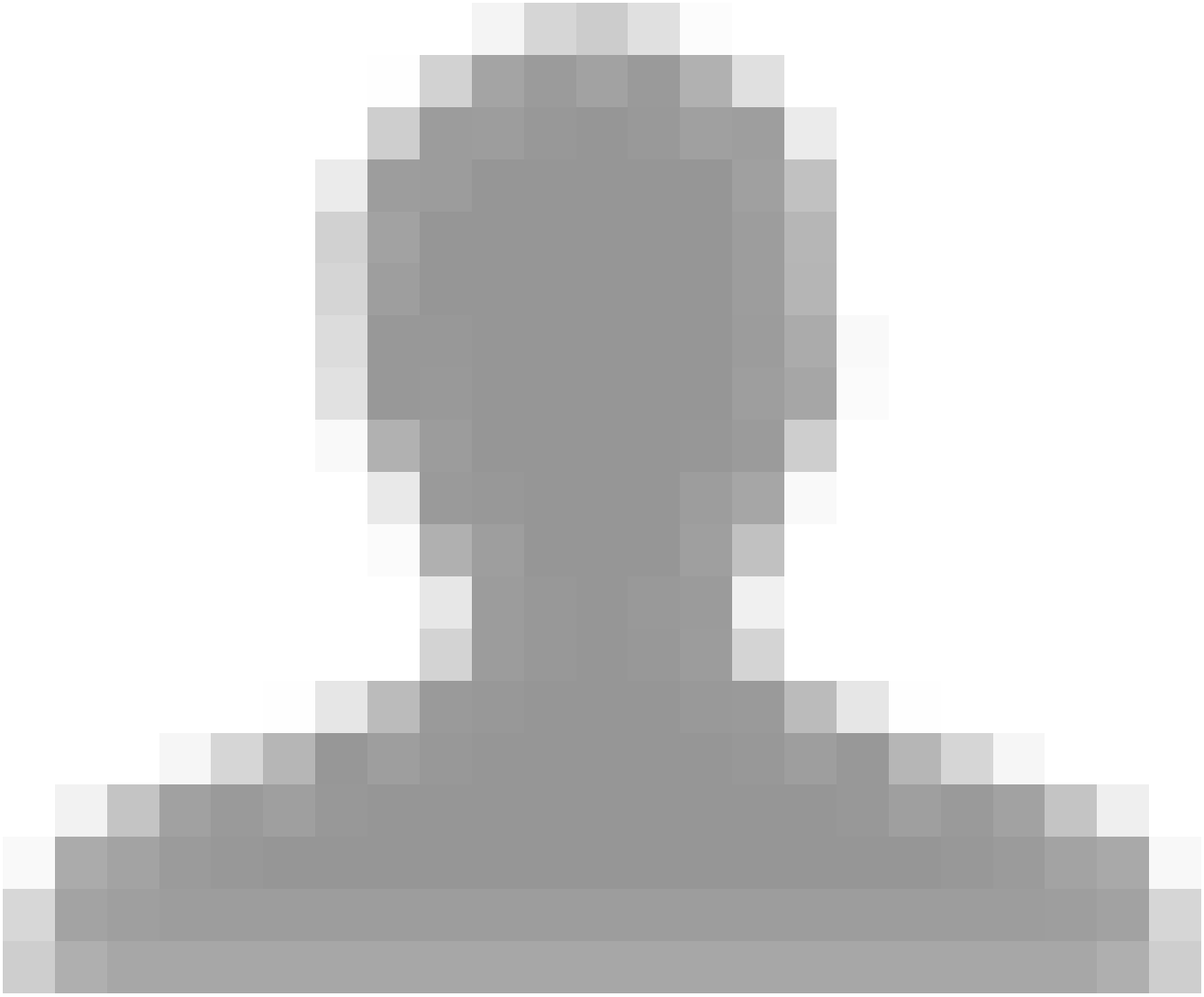
ii. Tap **#** key or



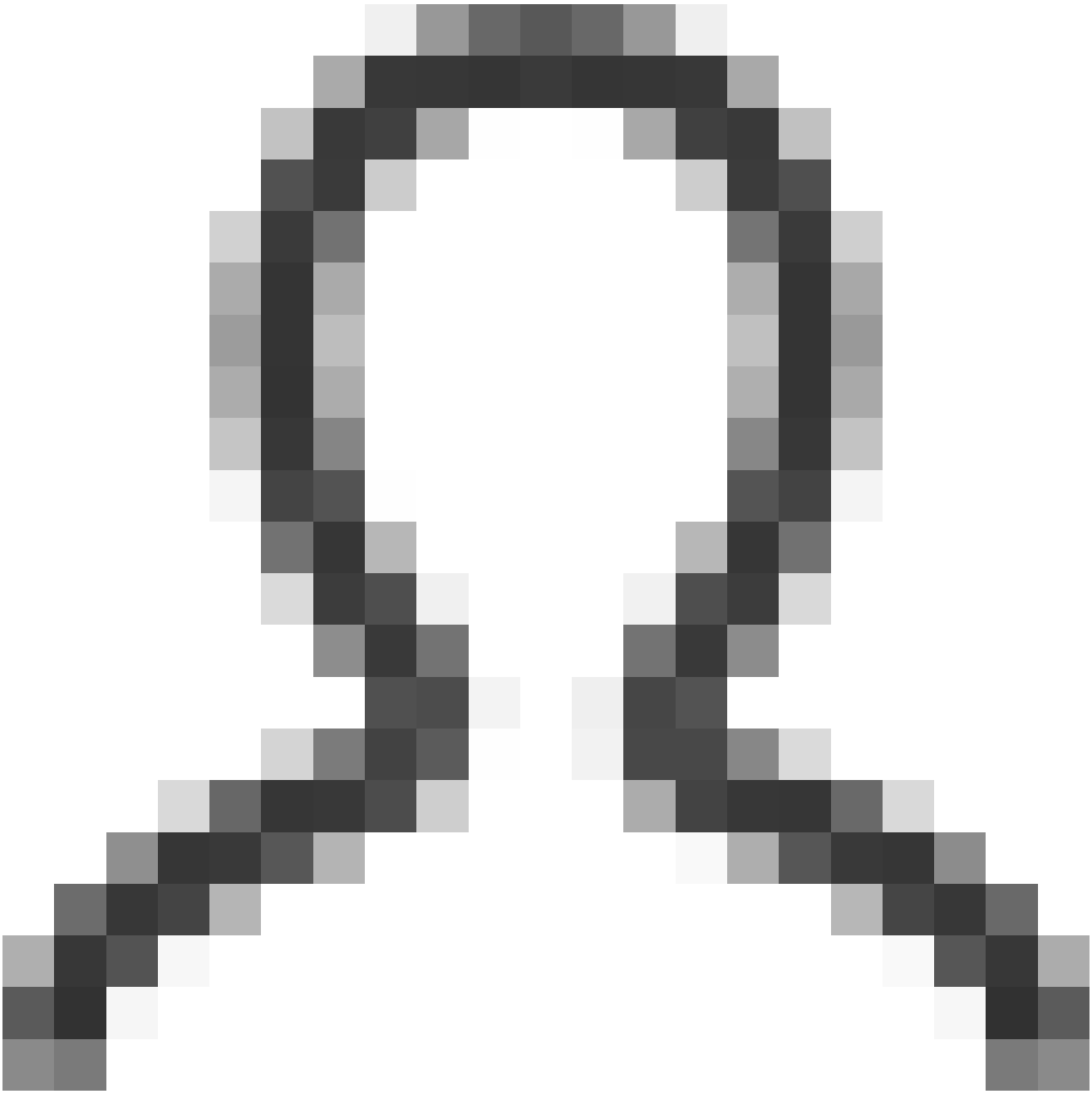
.

- For CP965:
  - Enter the number you want to transfer the call to.

    Select **Transfer** > **Send** to dial out.
  - Select



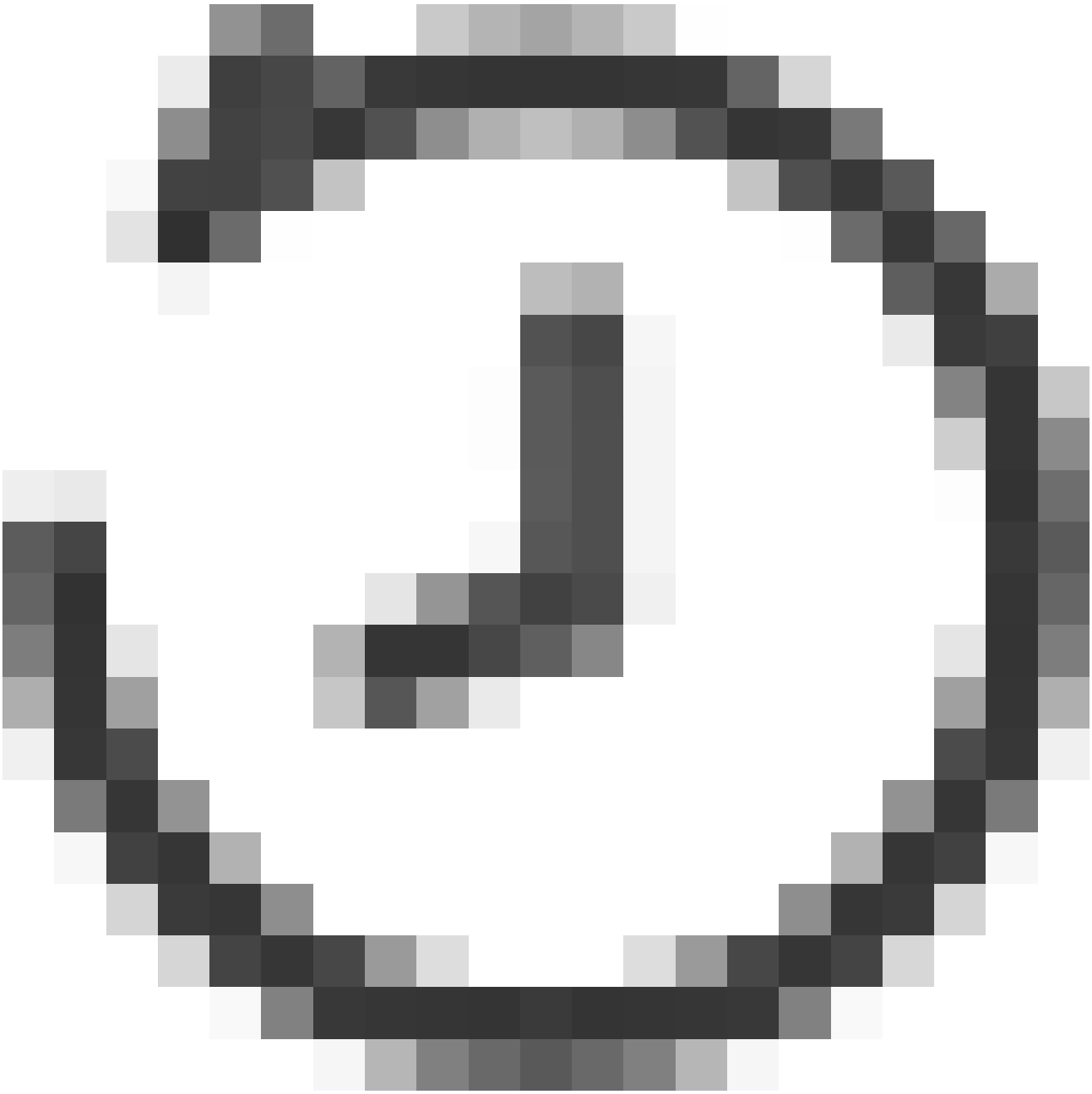
(



), and select the desired contact to complete the transfer.

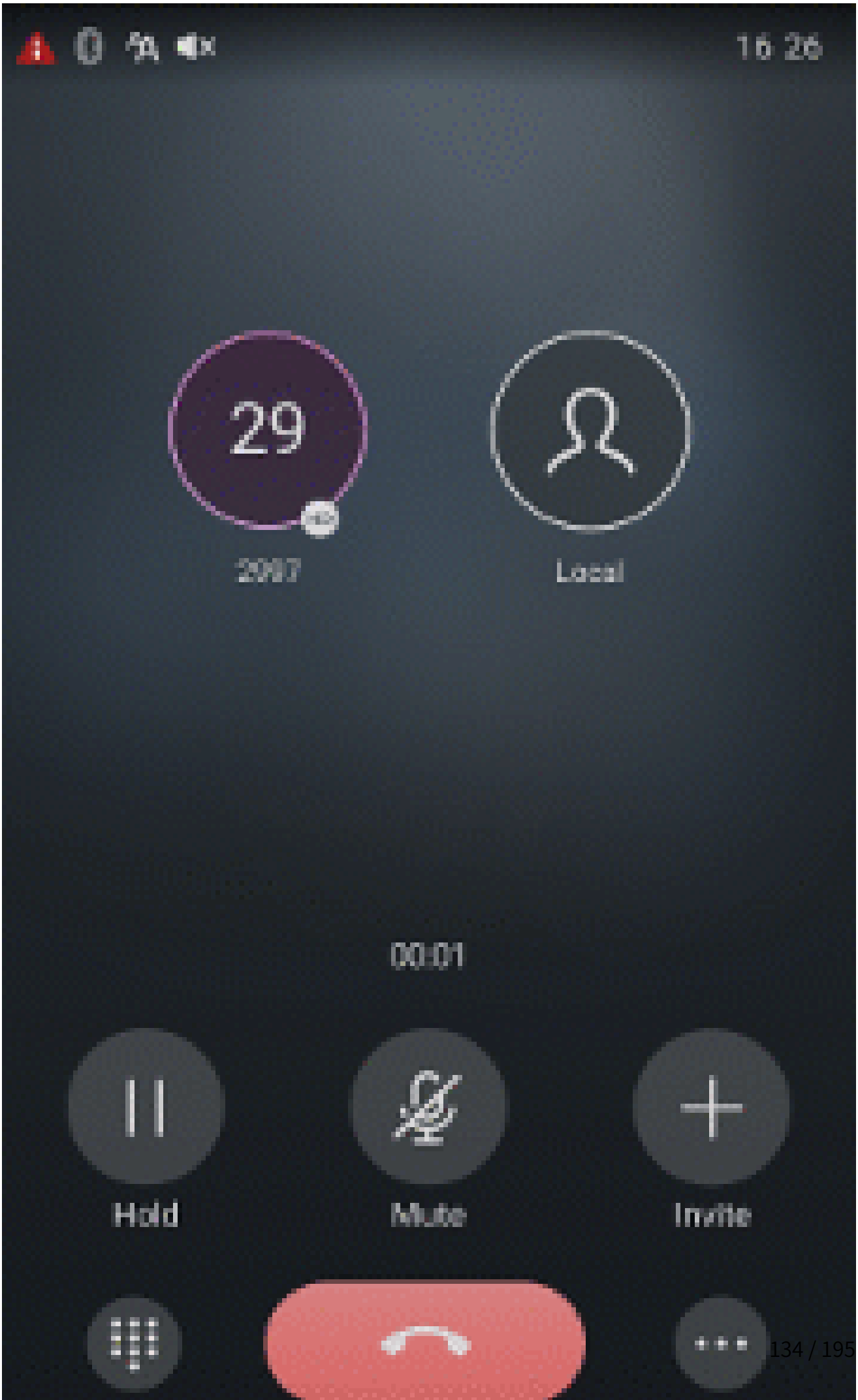
- Select

(



), and select the desired list. Select the desired entry to complete the transfer.

3. Do one of the following:
   - When you hear the ringback tone, select **Transfer** to finish the semi-attended transfer.
   - After the contact answers the call, select **Transfer** to finish the attended transfer (consultative transfer).


16:26
29
2917
Local
00:01
Hold
Mute
Invite

T73U/T73W/T74U/T74W/T85W

Procedure

1. Press the

   key or **Transfer** during a call.
2. Do one of the following:
   - Enter the number or select a contact from the placed call list you want to transfer the call to.
   - Select **Directory** and select the desired contact from the **Directory** list.
3. Select **Call**.
4. Do one of the following:
   - When you hear the ringback tone, press the

     key or **Transfer** to finish a semi-attended transfer.
   - After the contact answers the call, press the

     key or **Transfer** to finish an attended transfer (consultative transfer).

> If you use a handset, the transfer can be completed by hanging up the handset.

T77U/T87W/T88W (Pro)/T88V Pro

Procedure

1. Press the

   key or **Transfer** during a call.
2. Do one of the following:
   - Enter the number or select a contact from the placed call list you want to transfer the call to.
   - Select the **Directory** and select the desired contact to dial out.
   - Select **History** and select the desired entry to dial out.
3. Tap **Attended Transfer**.
4. Do one of the following:
   - When you hear the ringback tone, press the

key or **Transfer** to finish a semi-attended transfer.

- After the contact answers the call, press the

key or **Transfer** to finish an attended transfer (consultative transfer).

FAQ

Doesn't history display the number of the originating caller after the attended transfer is completed?

Perform Transfer with Transfer Key

Introduction

By default, you can transfer a call to a specific contact directly using a Transfer key during a call.

Your system administrator can also set your phone to perform an attended transfer using a Transfer key.

> It is not applicable to CP925/CP935W/CP965.

Set a Transfer Key

You can set a line key as a Transfer key and specify a contact you want to transfer a call to for this key.

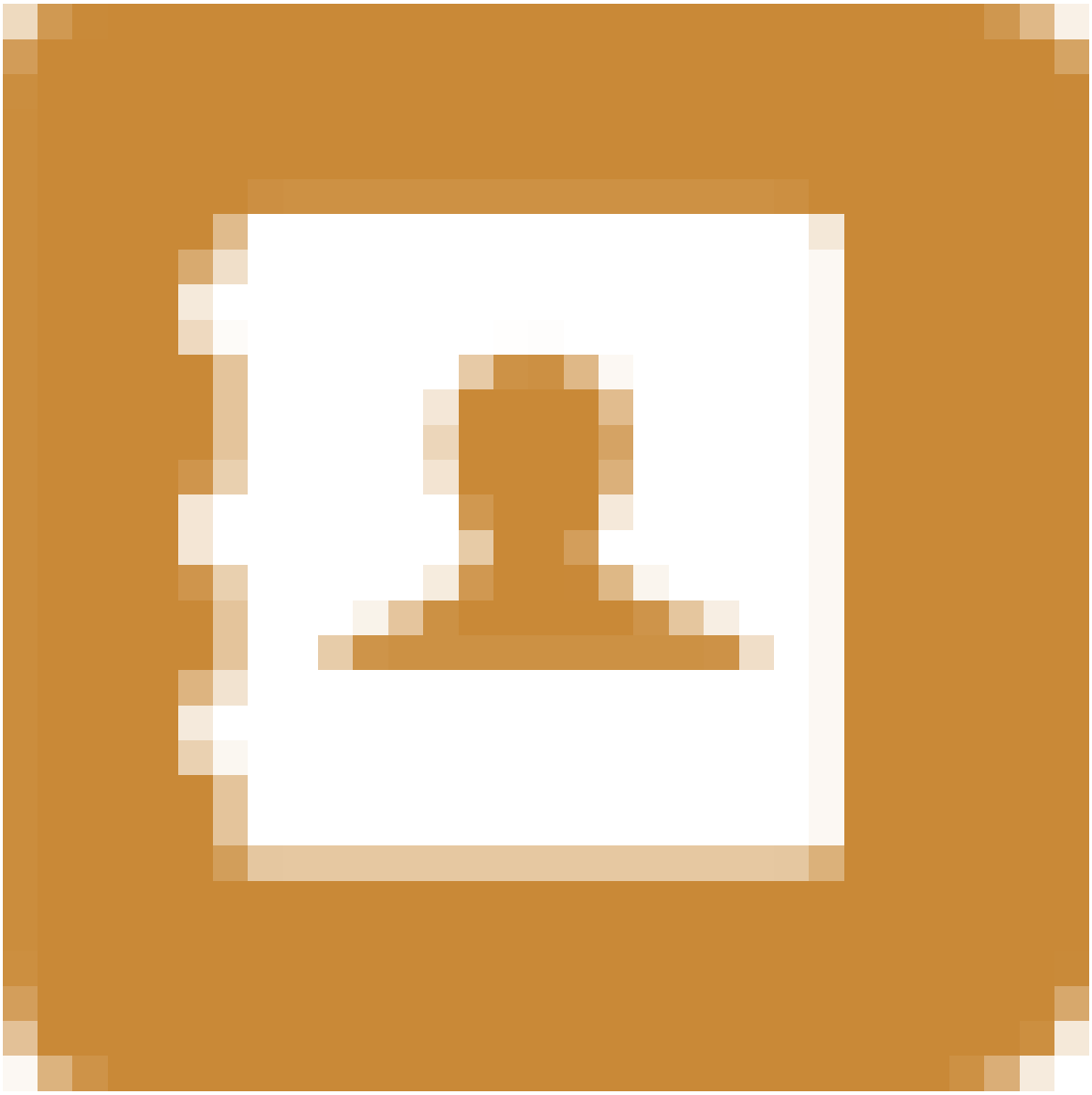
The line key is unavailable on the T30P/T30 phones, so ask your system administrator to set a Transfer key for your phone.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Key Event** from the **Type** field.
  d. Select **Transfer** (**Trans**) from the **Key Type** field.
  e. (Optional) Enter the string appearing on the phone screen in the **Label** field.
  f. Select **Send** or **Call**.
  g. Do one of the following:

- (Optional) Enter the string appearing on the phone screen in the **Label** field. Enter the contact number you want to transfer the call to in the **Value** field.
- For T31W/T34W/T33P/T33G/T46S/T46G/T46U, select **Label** or **Value** field. Select **Directory** (**Dir**) to select the desired contact from the Directory list.
- For T48S/T48G/T48U phones, select

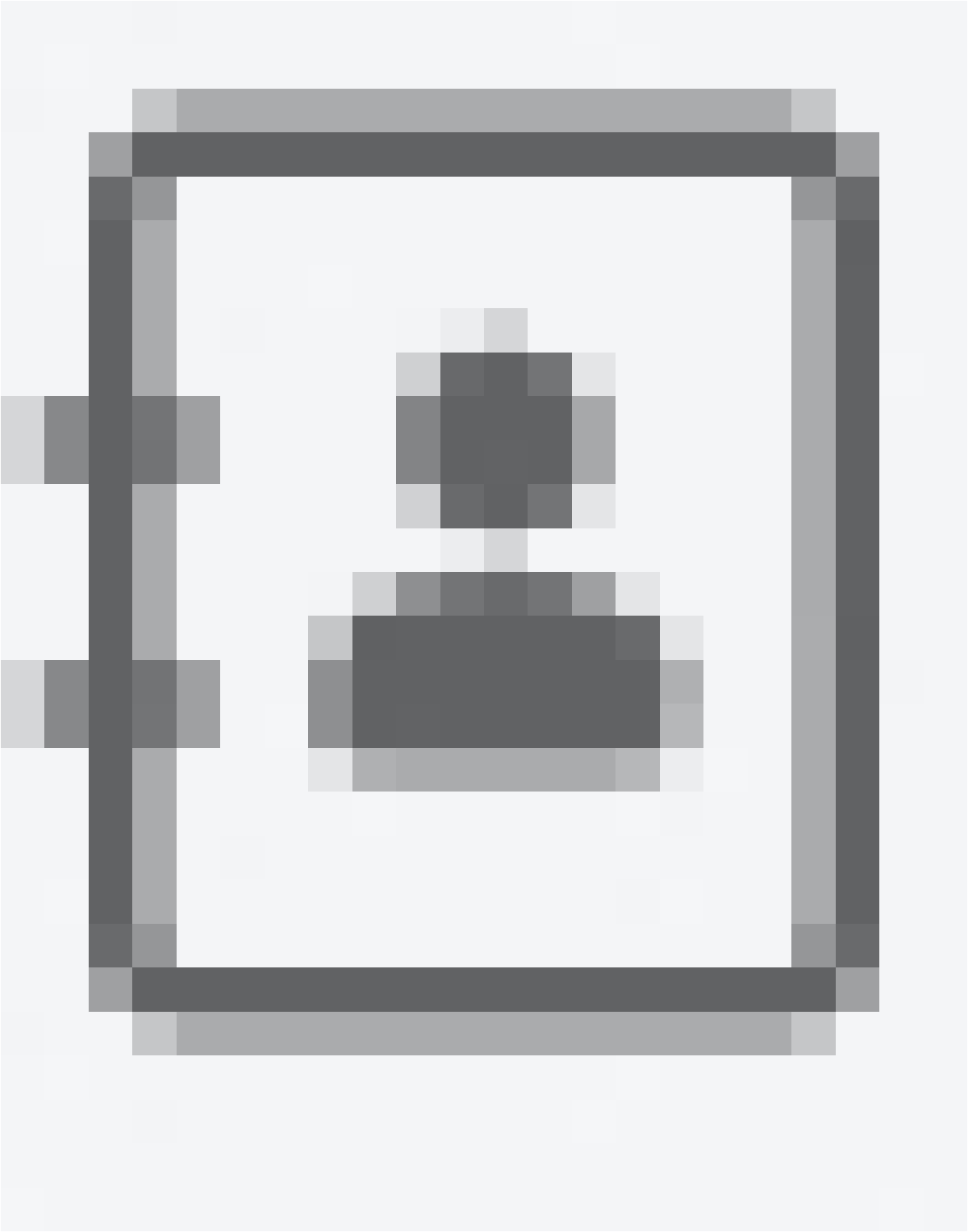


, and then select the desired contact.

- For T57W phones, select

, and then select the desired contact.

- For T77U/T85W/T87W phones, select



to select the desired contact.

h. Select **Save**.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Dsskey**.

  c. Select the desired line key.

d. Select **Key Event** from the **Type** field.

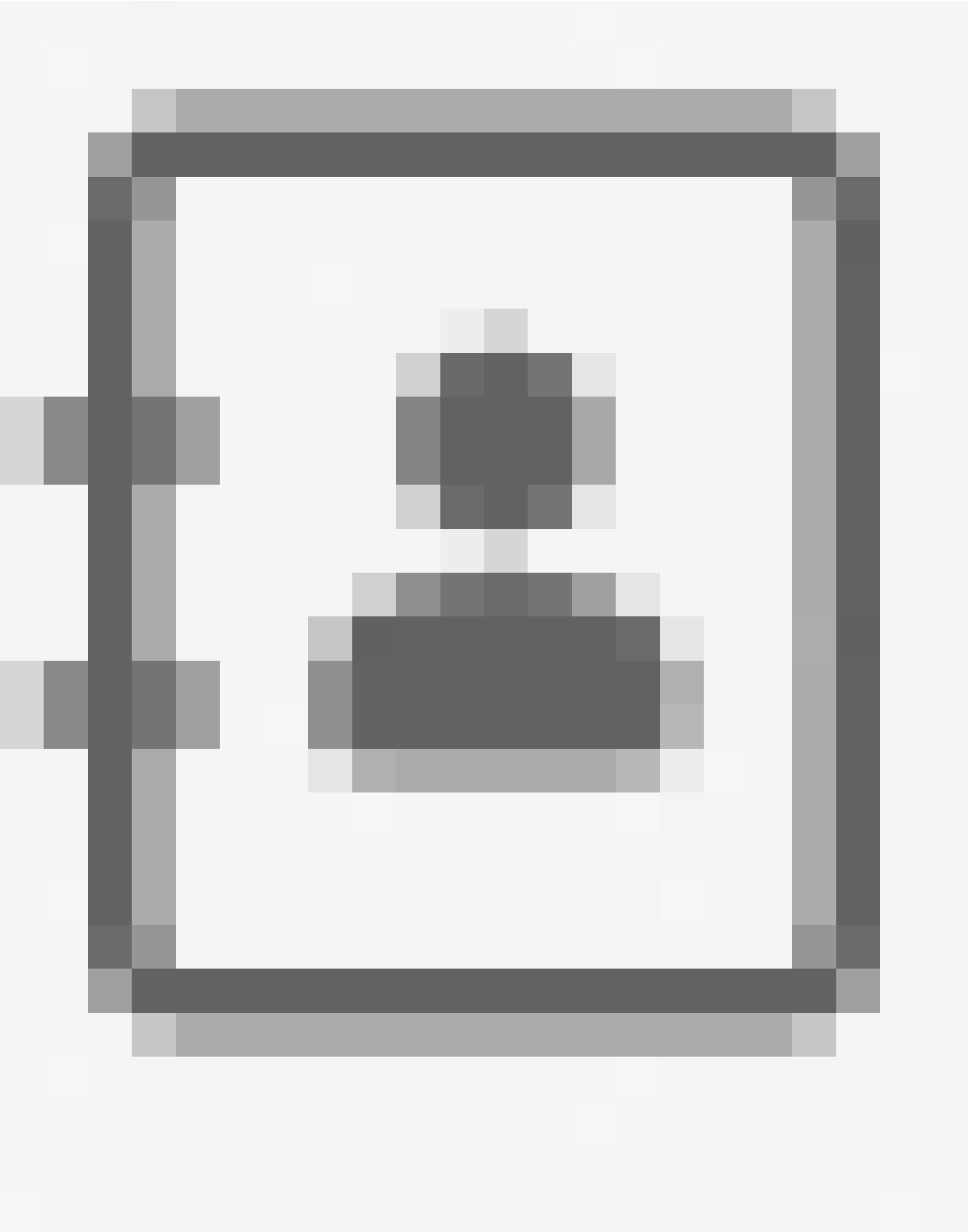
e. Select **Transfer** (**Trans**) from the **Key Type** field.

f. (Optional) Enter the string appearing on the phone screen in the **Label** field.

g. Select **Send** or **Call**.

h. Do one of the following:

- (Optional) Enter the string appearing on the phone screen in the **Label** field. Enter the contact number you want to transfer the call to in the **Value** field.
- Select



to select the desired contact.

i. Select **Save**.

- For CP925/CP935W/CP965 phones:

  a. Tap **Dsskey**.

  b. Select the desired line key.

  c. Select

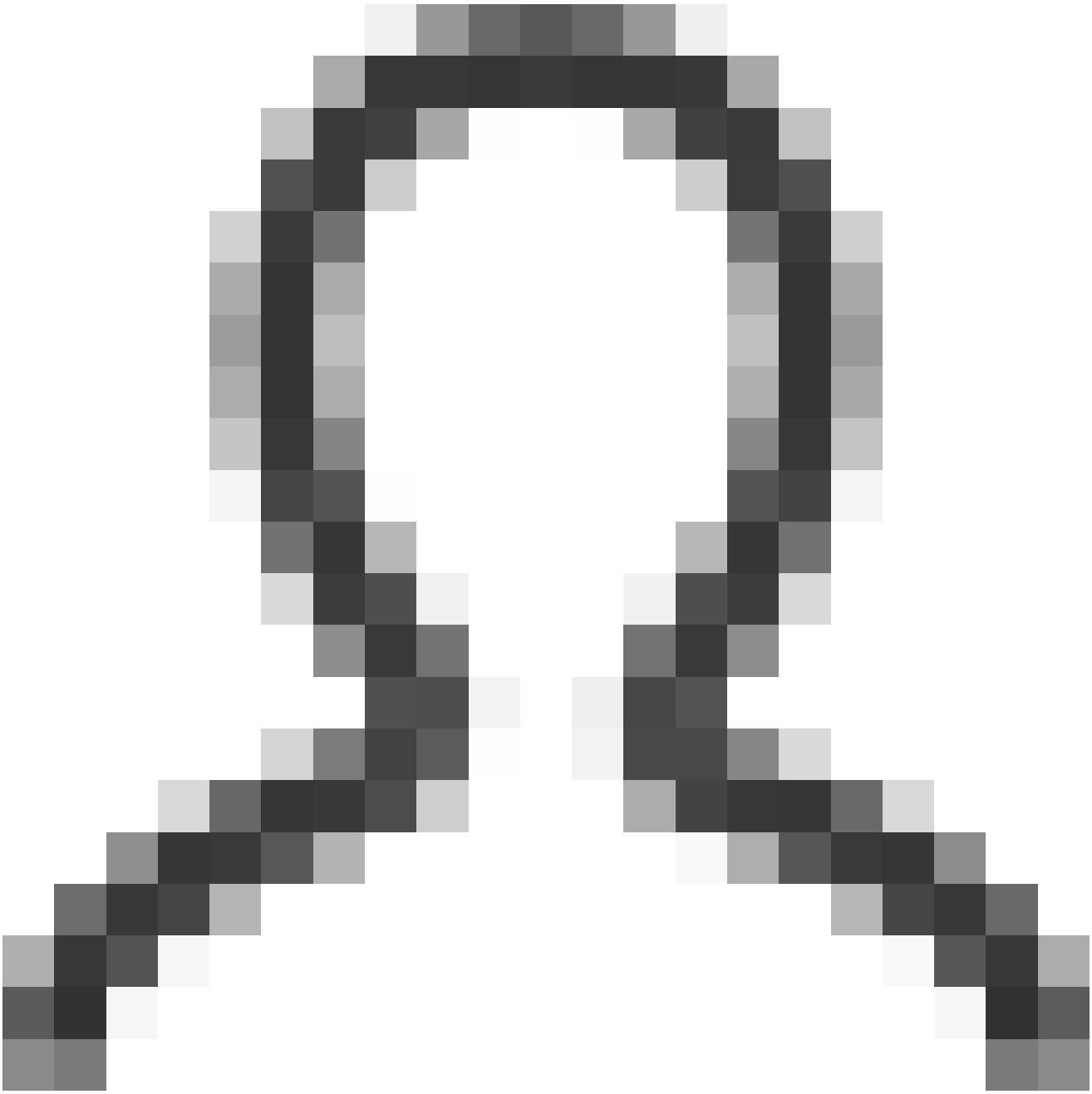
.

d. Select **Key Event** from the **Type** field.

e. Select **Transfer** (**Trans**) from the **Key Type** field.

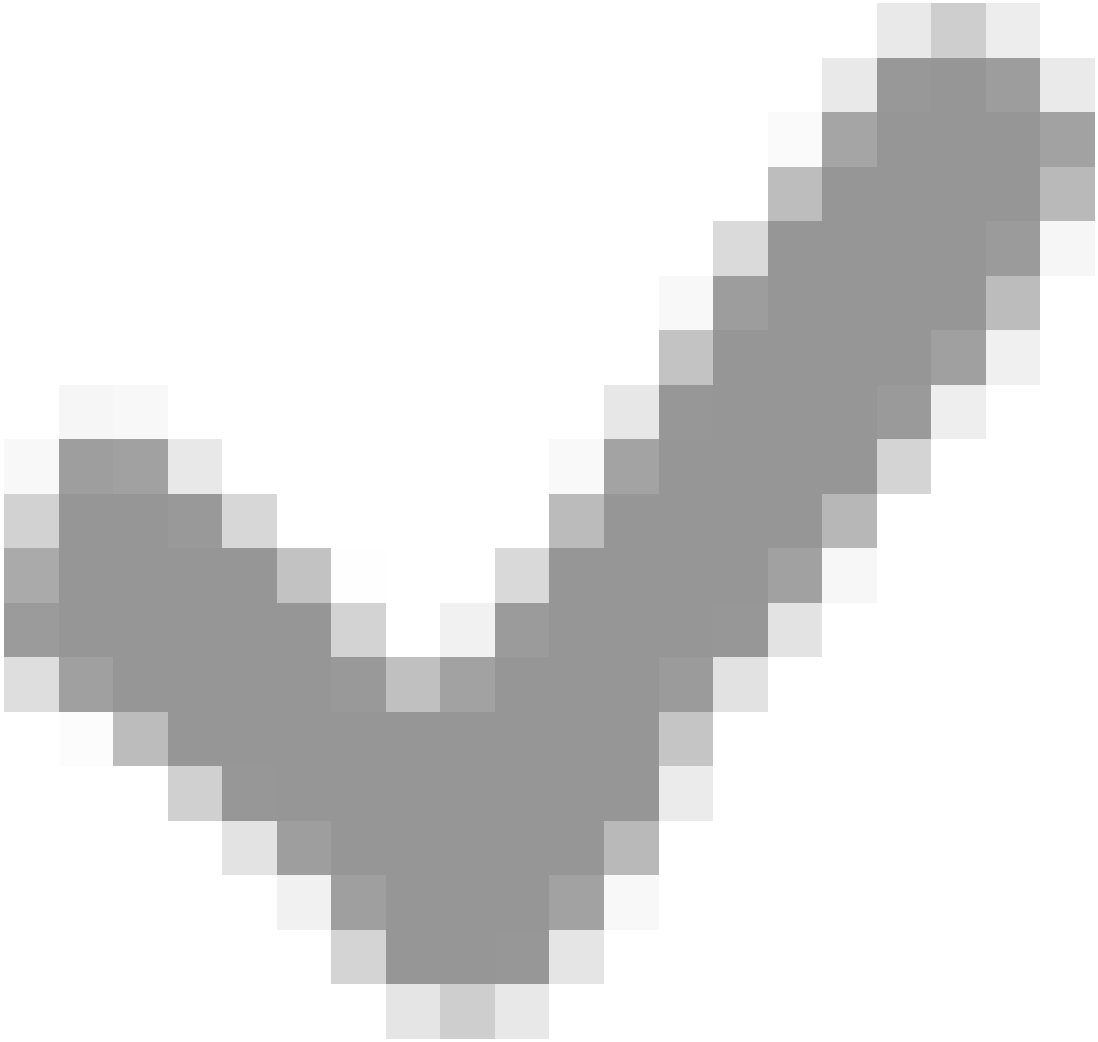
f. Do one of the following:

- (Optional) Enter the string appearing on the phone screen in the **Label** field. Enter the contact number you want to transfer the call to in the **Value** field.
- Select



, and then select the desired contact.

g. Select



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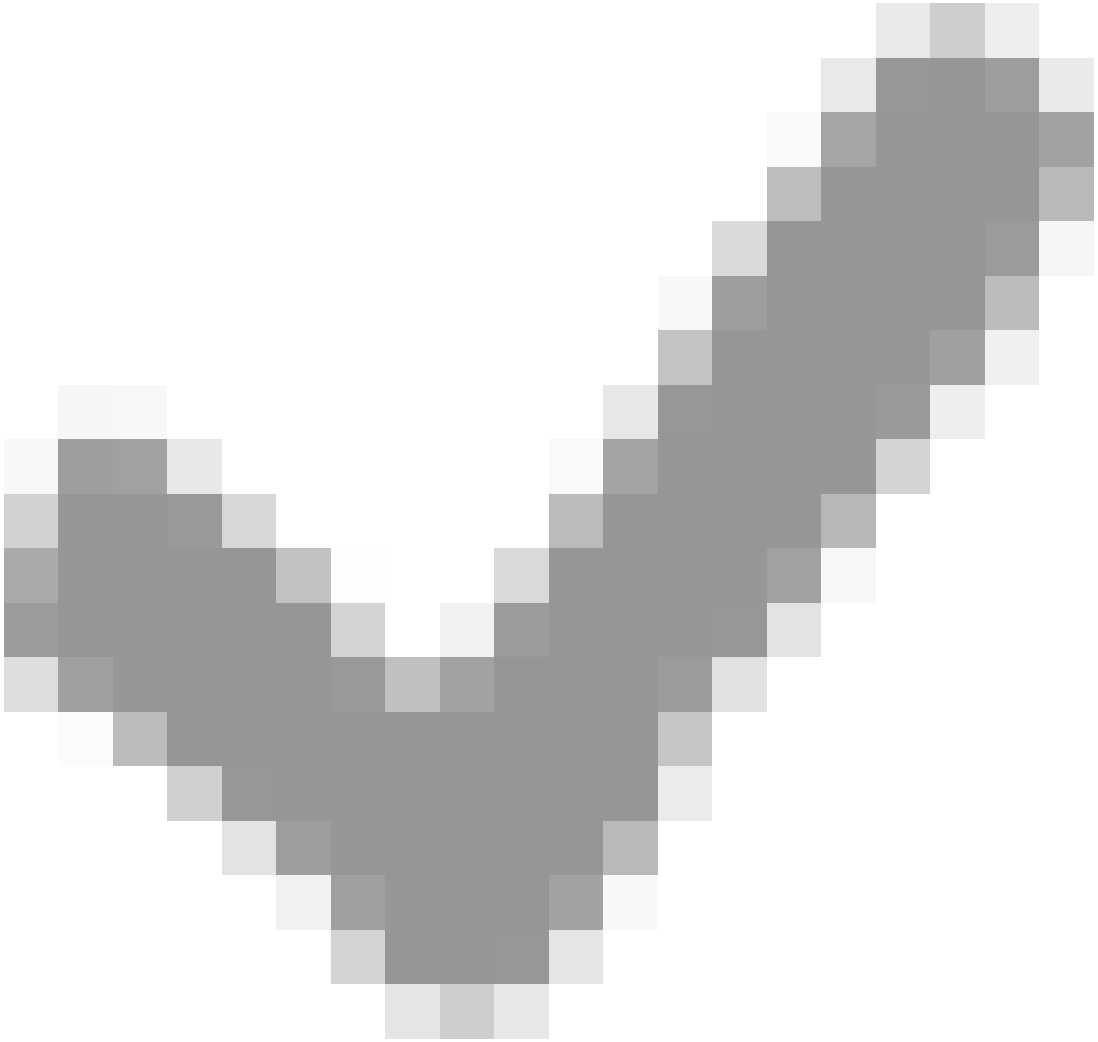
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Features** > **Dsskey**.
  c. Select **Key Event** from the **Type** field.
  d. Select **Transfer** (**Trans**) from the **Key Type** field.
  e. Do one of the following:
    - (Optional) Enter the string appearing on the phone screen in the **Label** field. Enter the contact number you want to transfer the call to in the **Value** field.

- Select

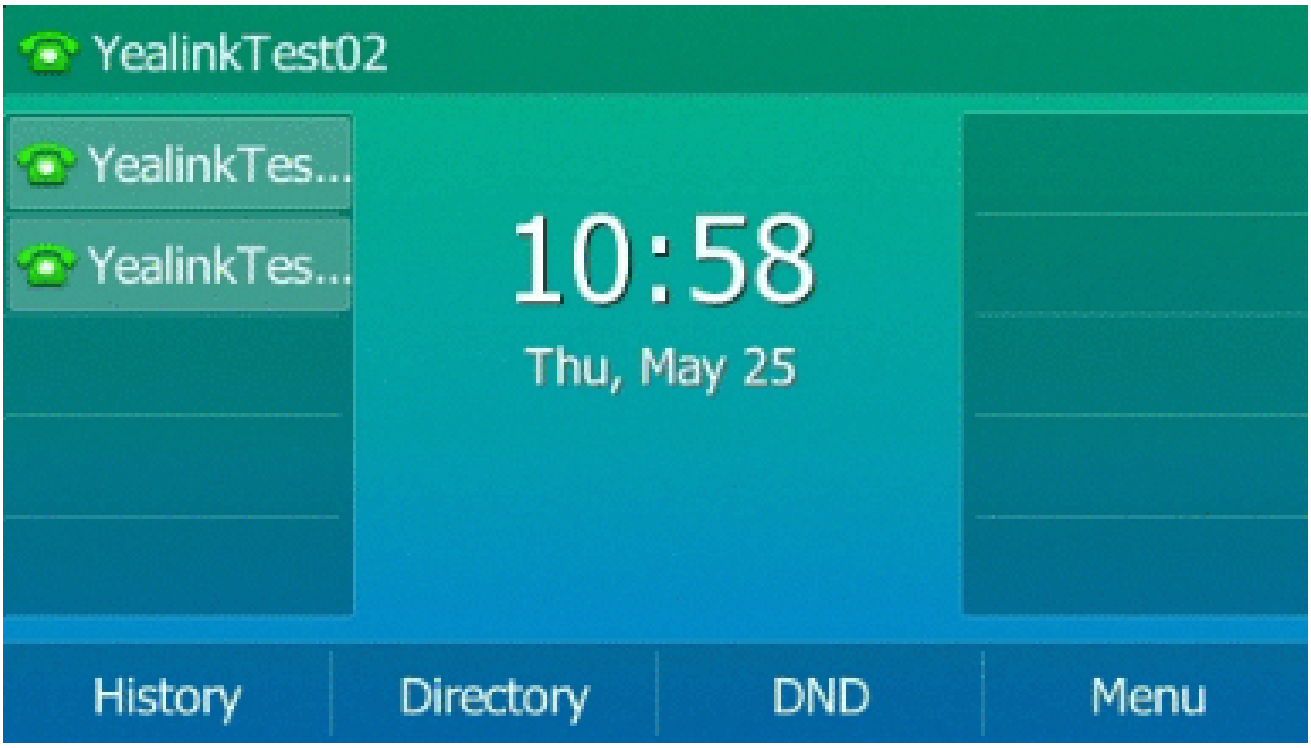
, and then select the desired contact.

f. Select



.

The following takes T54W as an example.



By default, you can press and hold the desired line key to set it.

Perform Blind Transfer via Transfer Key

After you have set a Transfer key with a specific contact, you can perform a blind transfer by using it.

Before You Begin

Confirm with your system administrator that the transfer mode has been set to perform a blind transfer.

Procedure

1. Press the **Transfer** key during a call.
2. The call is transferred to the specific contact directly.

Perform Semi-attended/Attended Using Transfer Key

After you have set a Transfer key with a specific contact, you can perform a semi-attended/attended transfer by using it.

Before You Begin

Confirm with your system administrator that the transfer mode has been set to perform the attended transfer.

Procedure

1. Press the **Transfer** key during a call.
2. The phone calls the specific contact first. Wait until you hear the ringback tone or until the

contact answers the call.

2. Press the **Transfer** key again.

Perform Call Transfer by Selecting Transfer Mode

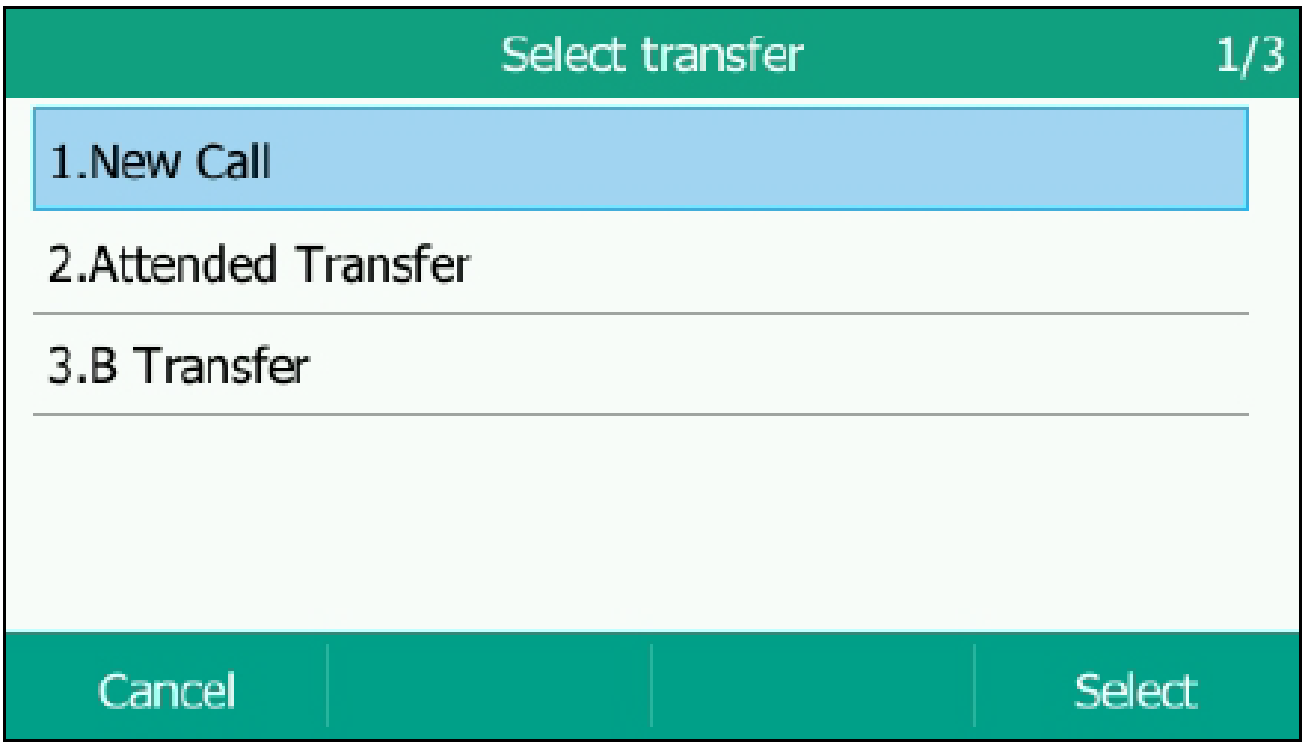
You can press the **Transfer** key during the call to select a transfer mode.

Before You Begin

You need to set a Transfer key for a specific contact. Check with your system administrator to see if this call transfer feature is available on the phone.

Procedure

1. Press the Transfer key during a call. The phone screen is shown below:
2. *The following takes T54W as an example.*



2. Select the desired transfer mode.

FAQ

How to Transfer to Voice Mail?

How to Disable a Popup When Transfer a Second Call?

Conference Calls

Local Conference

Introduction

The phone supports creating local conferences and network conferences. During the conference, follow these tips:

- Use the handset or a headset in an open environment.
- Mute your microphone when not speaking, especially in noisy environments.
- Avoid tapping or rustling papers near the microphone.
- Speak in your normal voice without shouting.

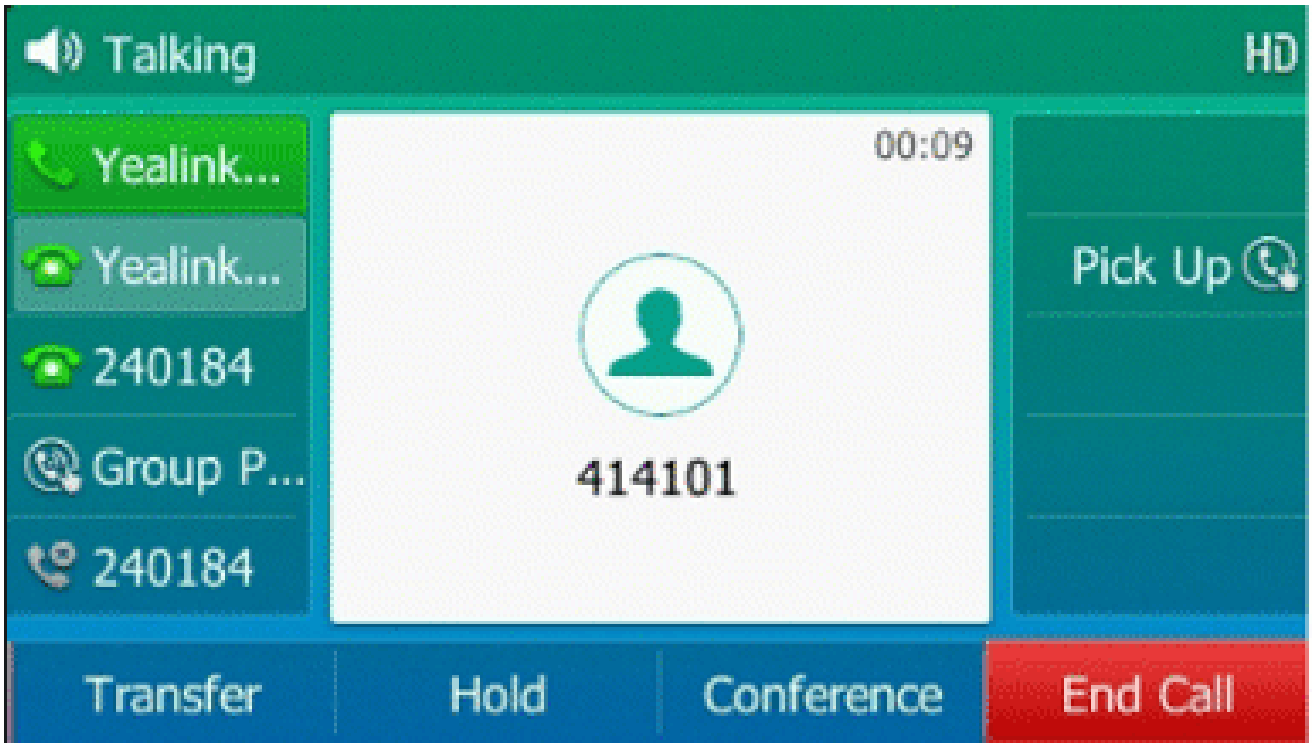
You can initiate five-way (including yourself) conference calls with your contacts on the phone.

> Check with your system administrator to see if the local conference is enabled on your phone.

Set Up Local Conference Call

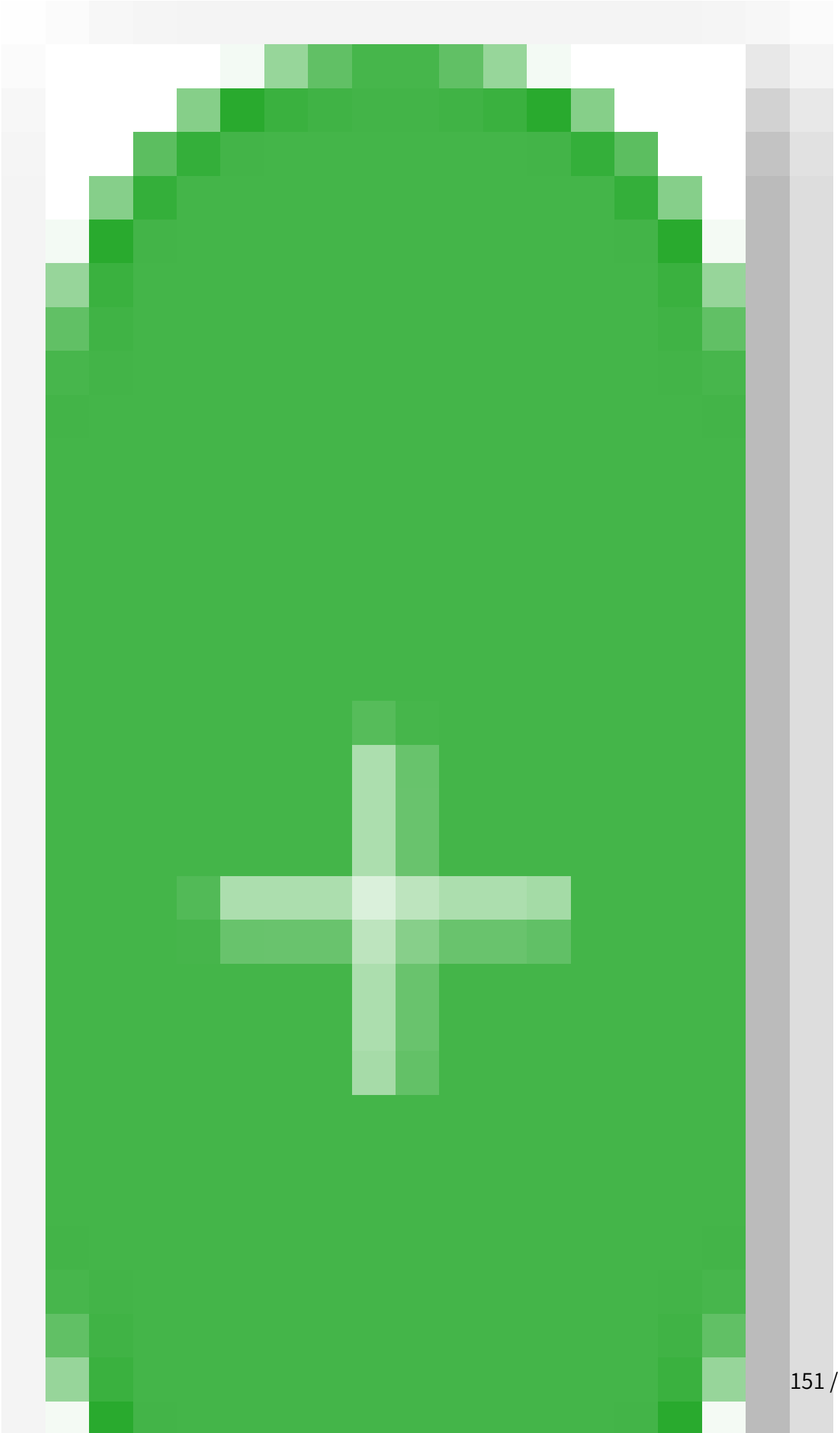
Procedure

1. Place a call to the first party.
2. Select **Conference** (**Conf**) to place a new call.
3. The active call is placed on hold.
4. *The following takes T54W as an example.*



6. The active call is placed on hold.
   - For T77U/T87W/T88W (Pro)/T88V Pro, select **More** > **New Call**.
3. Dial the second party's number.
   - You can also select the desired contact from the search list, or select a contact from the placed call list or **Directory** before you enter the number.
   - For T48S/T48G/T48U, you can select the desired contact from the left sidebar, or select a contact from the **Directory** or **History**.
4. When the second party answers the call, select **Conference** (**Conf**) to add the second party to the conference.
   - For T77U/T87W/T88W (Pro)/T88V Pro, select **Calls** > **Merge**.
5. Repeat the above steps to add more parties to the conference.

On the T58W phones, you can also select



> Send to dial out several parties at the same time.

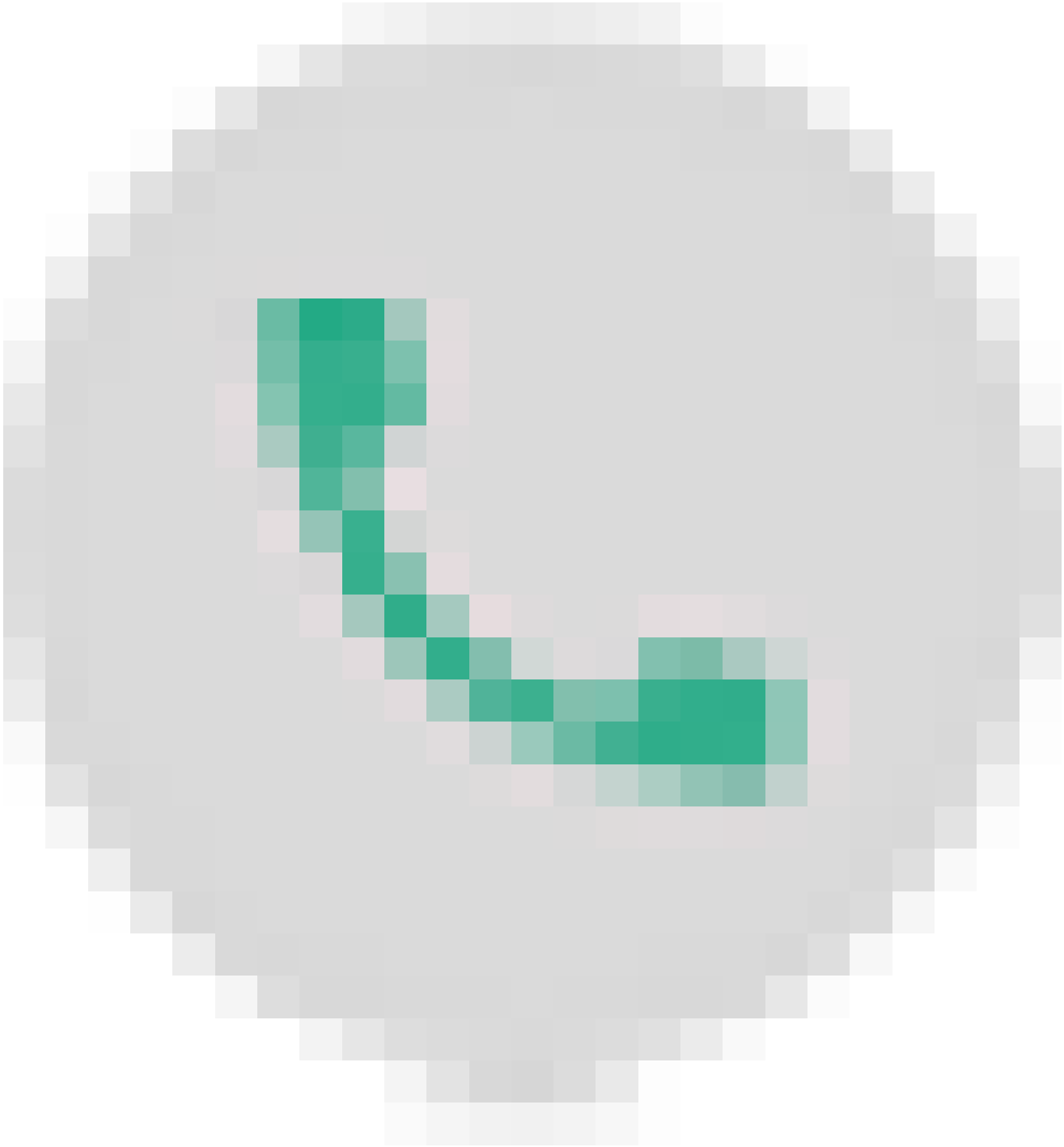
Initiate Conference by Dialing Multiple Numbers

It is only applicable to CP925/CP935W/CP965.

You can initiate a conference by dialing multiple numbers, and this is a convenient way to set up a local conference.

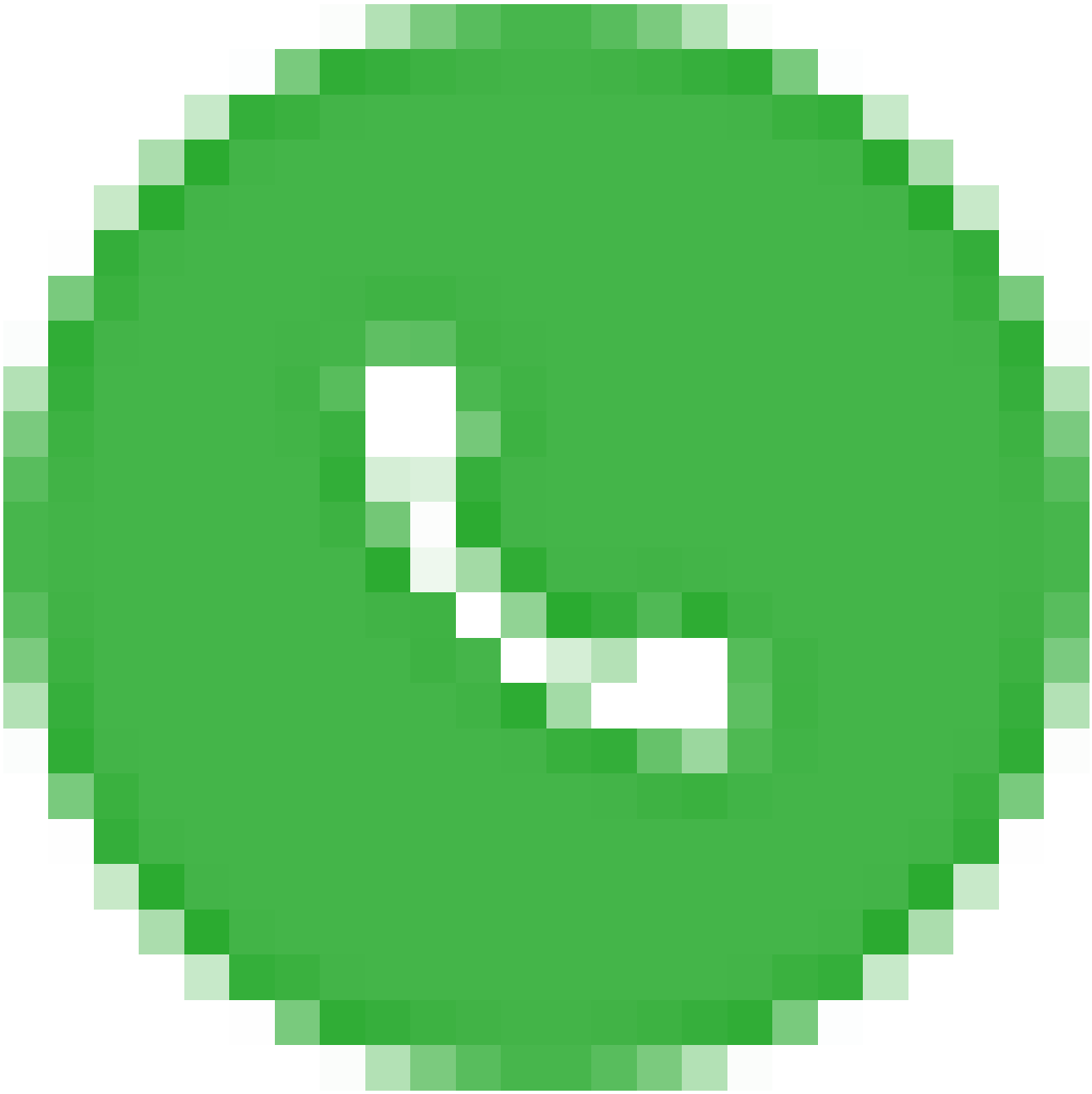
Procedure

1. Select



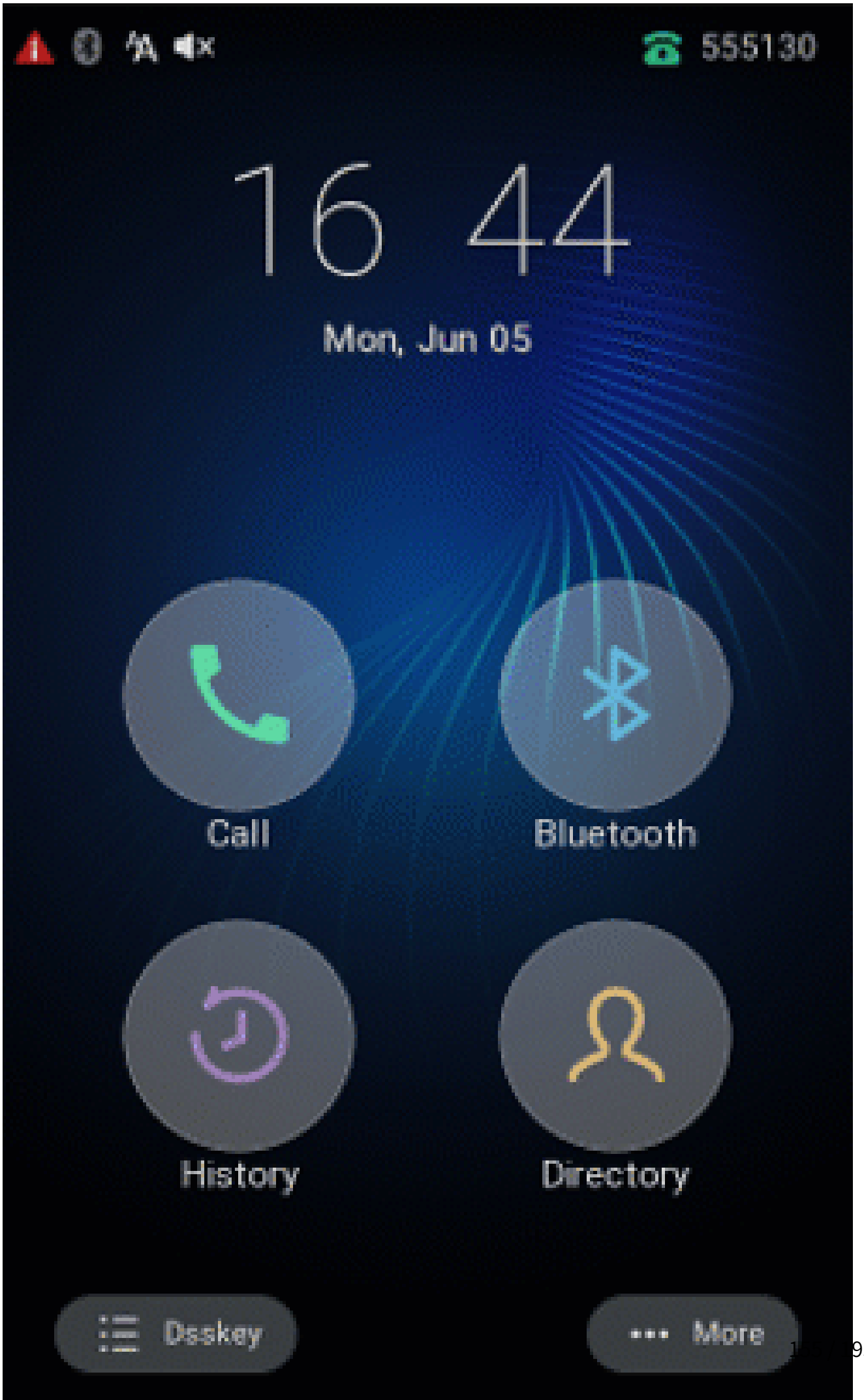
.

2. Select **Call multiple members? Click here >>**.
3. Enter the number of the first party, then select **Add Members** or a contact.
4. *The avatar of the first party appears at the top of the phone screen. You can tap the avatar to cancel the addition.*
4. Repeat step 3 until you add all intended parties.
5. Select



to call all intended parties at the same time.

6. The conference is set up after the intended parties answer the call.


555130
16 44
Mon, Jun 05
Call
Bluetooth
History
Directory
Dsskey
More

The value under the icon

indicates the number of parties you have added and the maximum number of parties you can add. For example,

indicates you can add up to 4 parties, and you have added 1 party.

Initiate Conference by Inviting Participants

It is only applicable to CP925/CP935W/CP965/T77U/T87W/T88W (Pro)/T88V Pro.

You can invite one or multiple members at a time to join the conference.

Procedure

1. Place a call to the first party.
2. After the first party answers the call, select **Invite**.
3. Do one of the following:
   - Enter the number of the second party, and select

14

.

- Repeat the step above until you add all intended parties.
- Select **Directory**, select the desired contact to dial out.
- Select **History**, select the desired history record to dial out.

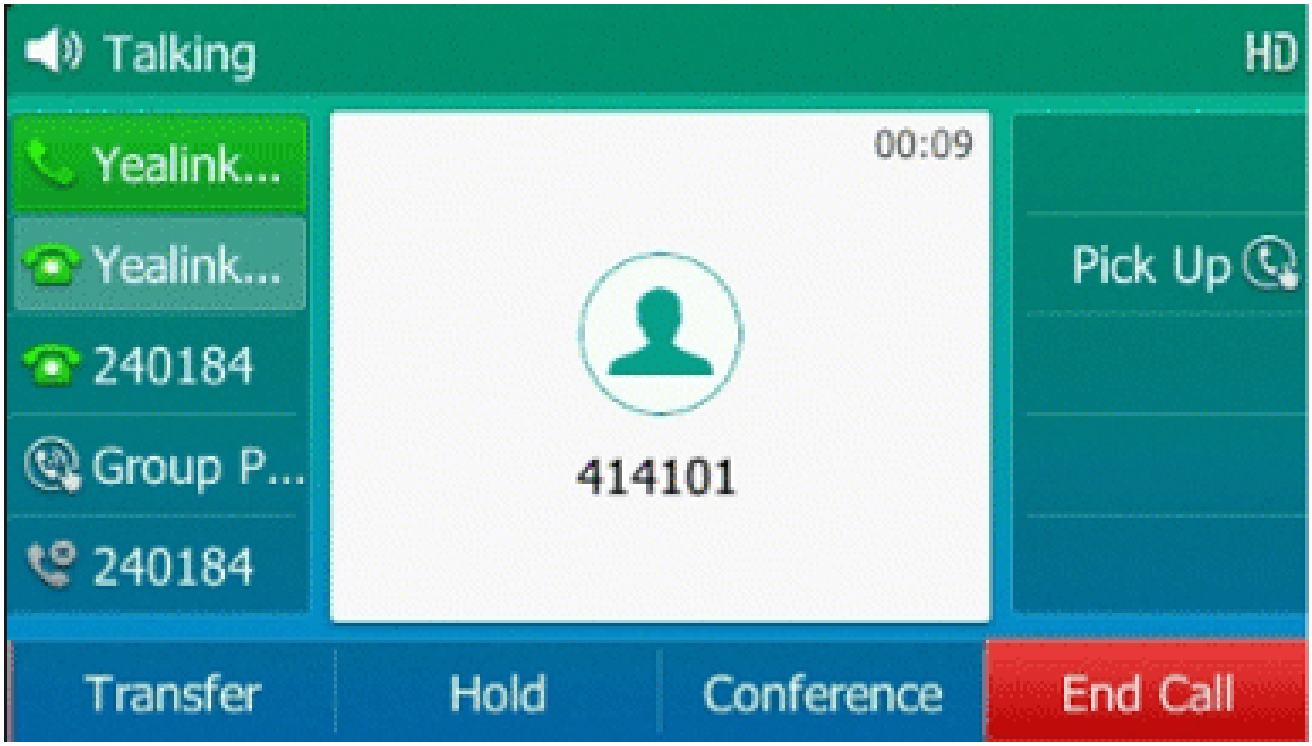
Merge Two Calls into Conference

You can invite a held call into a conference call with the active call.

T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W/T85W

Procedure

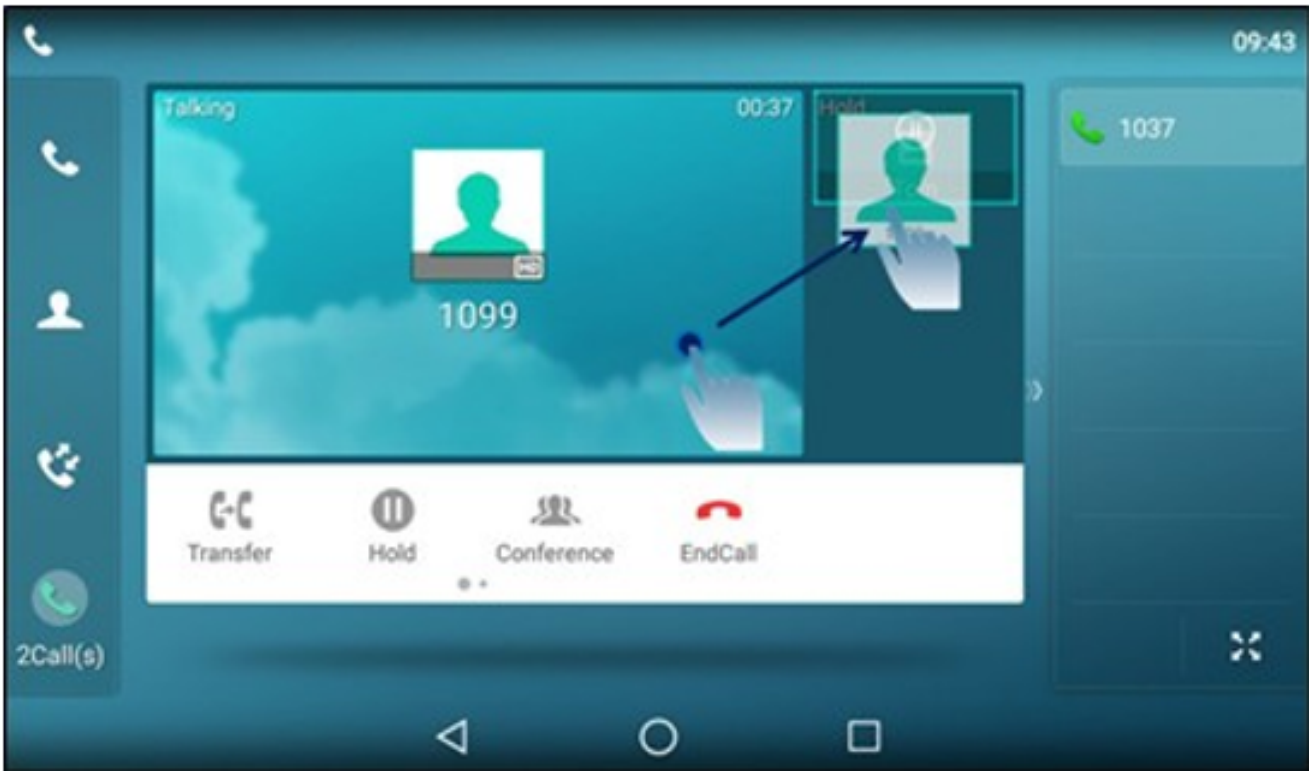
1. Place two calls on the phone.
2. Select the desired call for a conference and ensure that the call is active.
3. Select **Conference** (**Conf**).
4. Select the desired hold call and select **Send** or **Call**.
5. The active call and the selected hold call are joined into a conference.
6. On the T48S/T48G/T48U/T57W phones, tap the desired hold call from the left sidebar.



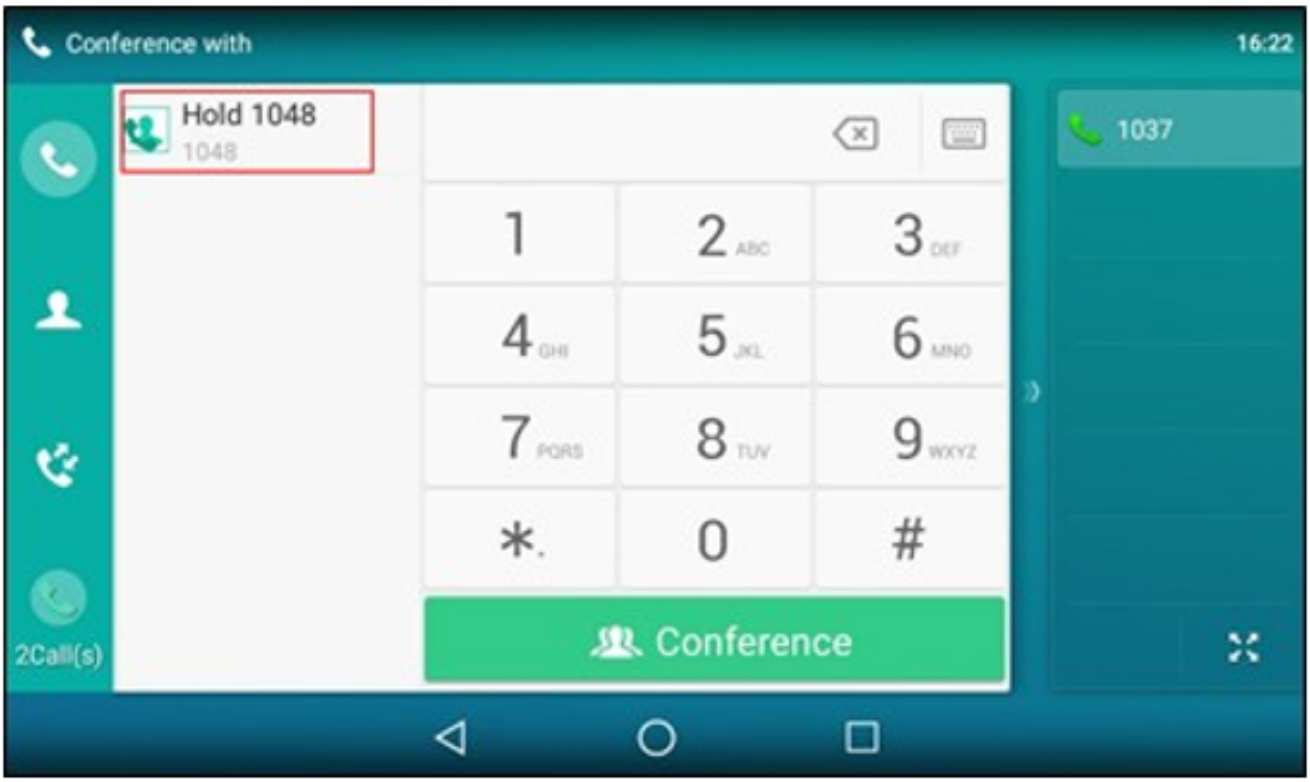
T58A/T58W/VP59

Procedure

1. Place two calls on the phone.
2. Do one of the following:
   - Drag one far-site window to another far-site window (it is not applicable to T58W).



- And then tap **Conference** from the pop-up box.
- Tap the desired active call for a conference and tap **Conference**.
- On the T58W phones, select **Invite**.



CP925/CP935W/CP965

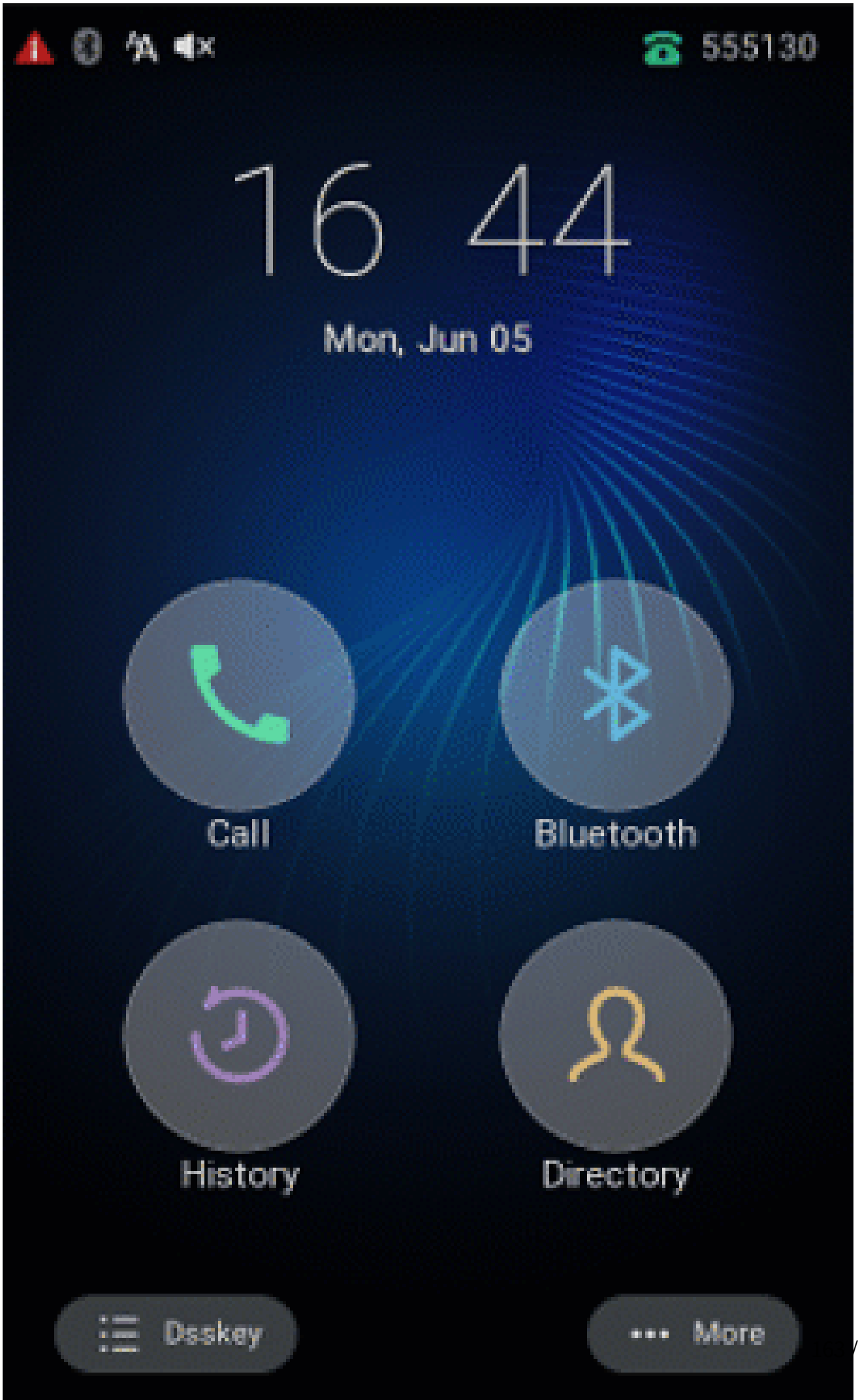
During the multiple calls, you can merge them into a conference call.

Procedure

Tap

> **Merge**.

The calls are merged into a conference call.

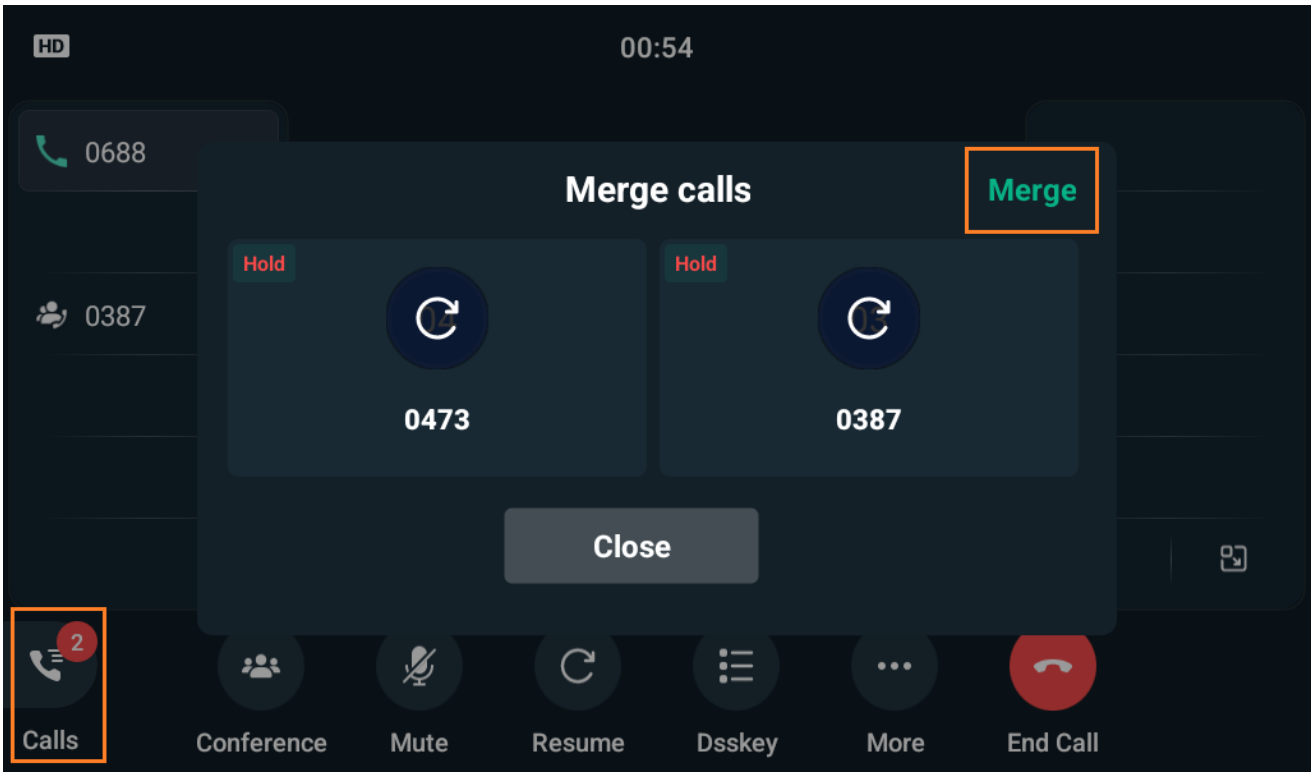

555130
16 44
Mon, Jun 05
Call
Bluetooth
History
Directory
Dsskey
More

T77U/T87W/T88W (Pro)/T88V Pro

During the multiple calls, you can merge them into a conference call.

Procedure

Select **Calls** > **Merge Conference**.



The calls are merged into a conference call.

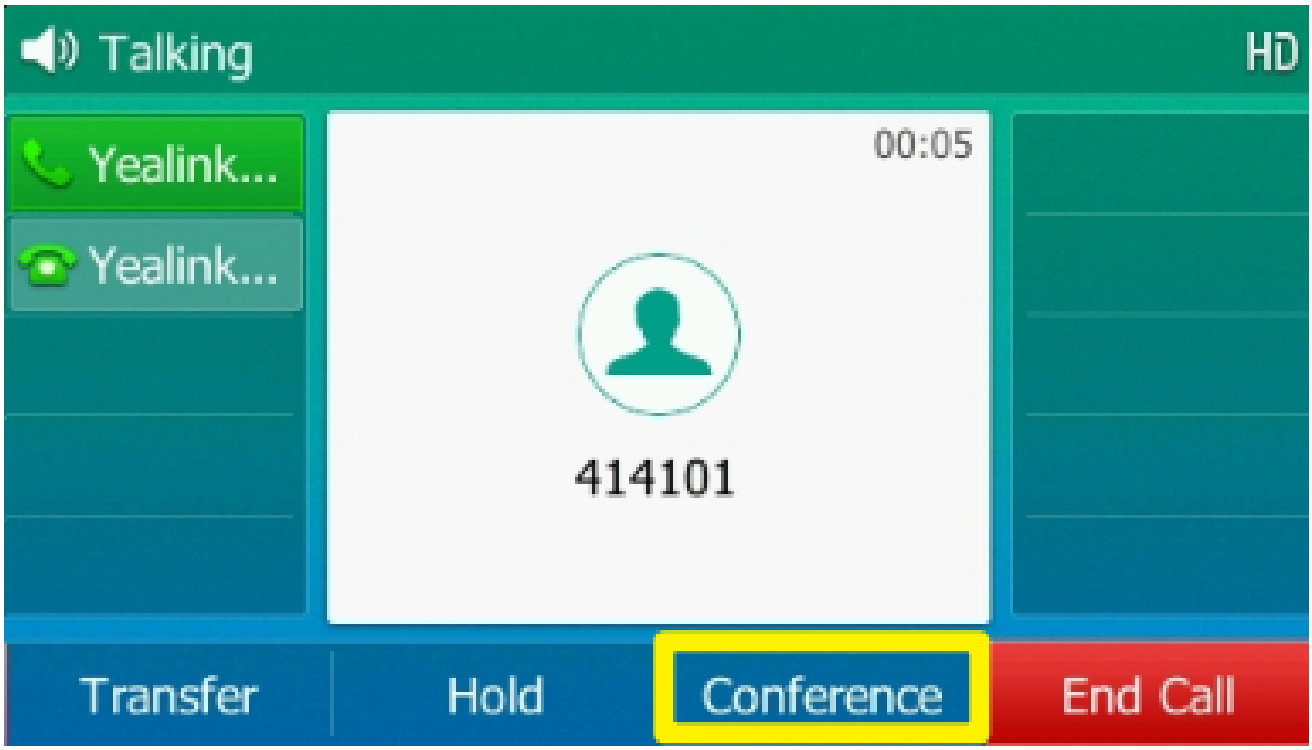
Invite Transfer Target and Transferee into Conference

After consulting with the contact you want to transfer a call to, you can invite two calls into a conference.

> It is only applicable to T3X/T4X/T53X/T54W/T57W/T7X/T8X.

Procedure

1. Select **Conference** (**Conf**) after talking with the contact you want to transfer a call to.
2. *The following takes T54W as an example.*



- For T77U/T87W/T88W (Pro)/T88V Pro, select **More** > **Merge Conference**

2. The transferee and the transfer target join the conference.

Create a Hybrid Conference

> It is only applicable to VP59/T58A/T58W/T7X/T8X.

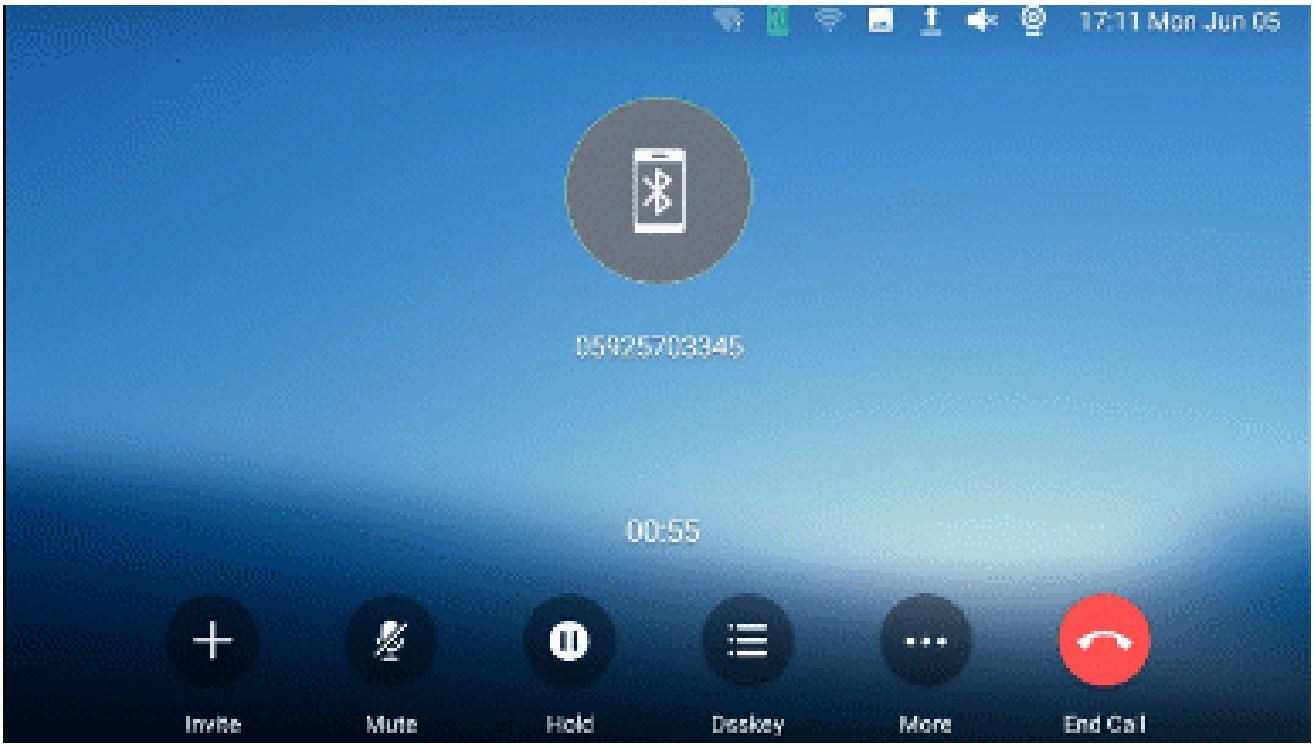
You can merge the calls on your phone and connect your mobile phone to a hybrid conference. There are many ways to create a hybrid conference, and the following shows an example.

Before You Begin

Make sure you have connected a mobile phone to your phone.

Procedure

1. Place a mobile call over Bluetooth on the mobile phone.
2. Place a call on the phone.
3. Tap **Conference**.
4. For T58W, select **Invite**.
   For T77U/T87W/T88W (Pro)/T88V Pro, select **More** > **Merge Conference**.
4. Tap the held call.
5. *The calls are merged into a conference call.*



Create a Hybrid UC Conference

> It is only applicable to CP925/CP935W/CP965.

You can merge the calls on your IP phones, the PC, and a connected mobile phone into a hybrid UC conference. There are many ways to create a hybrid UC conference, and the following shows an example.

Before You Begin

Ensure you have an active PC audio and connect a mobile phone to your PC.

Procedure

1. Select **Invite**.
2. Do one of the following to place a mobile call over Bluetooth on the phone.
   - Enter the desired number and then select **Invite**.
   - Select the connected mobile phone in the pop-up dialog box.
3. Select **Invite**.
4. Do the following to place an IP call.
   - Enter the desired number and then select **Invite**.
   - Select the registered account.

Create a Multi-party Conference with Conference Key

You can create a multi-party conference via a Conference key on the idle screen.

> It is only applicable to T4XU/T5X/VP59/T7X/T8X.

For more information, please refer to Set Conference Key and Initiate Multi-party Conference.

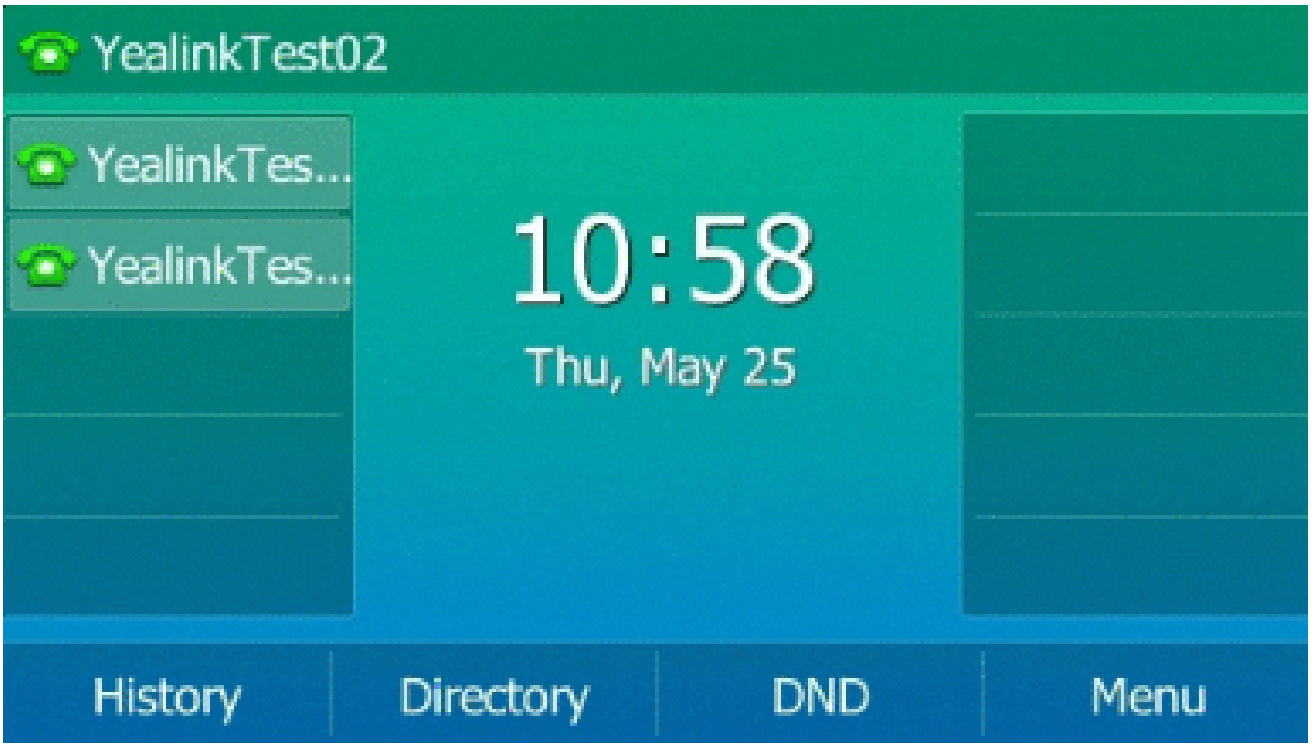
Set Conference Key

You can set a conference key to create a multi-party conference.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W phones, go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
   - For T7X/T8X phones, go to **Menu** > **Features** > **Dsskey**.
   - For VP59/T58A/T58W phones:
     i. Swipe left or right to go to the second idle screen.
     ii. Go to **Settings** > **Features** > **Dsskey**.
2. Select the desired line key.
3. Select **Key Event** from the **Type** field.
4. Select **Conference** from the **Key Type** field.
5. (Optional) Enter the string that will appear on the phone screen in the **Label** field.
6. Select **Save**.

Starting from version x.86.0.118 of T3X/T4X/T5X, you can use the conference DSSkey Value setting to establish a conference call with multiple fixed numbers by entering the numbers separated by commas. For example, if you want to establish a conference call with numbers 112, 113, and 114, you can set the conference DSSkey Value to "112,113,114".



Initiate Multi-party Conference

> It is only applicable to T4XU/T5X/VP59/T7X/T8X.

You can call all contact numbers at a time to initiate a multi-party conference.

Before You Begin

You have set a conference key on the phone.

Procedure

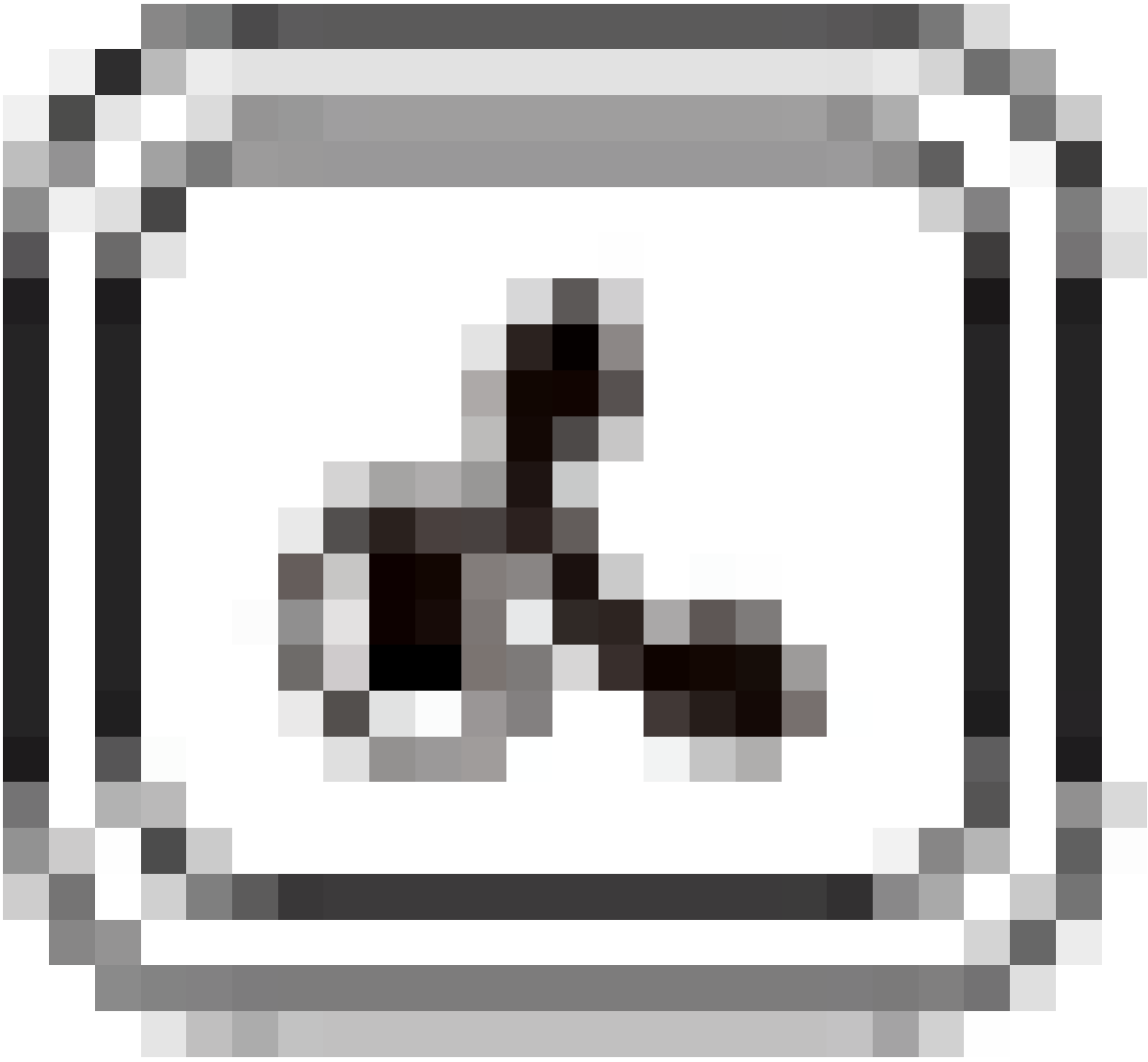
1. Select the conference key on the idle screen.
2. Do one of the following:
   - Enter all contact numbers you want to add to the conference.
   - Select **Directory** and select the desired contact from the Directory list.
   - On the T57W phones, select **History** or **Directory**, and then select the desired contact.
3. Select **Send**.

Hold or Resume Conference Call

When you place a conference call on hold, other participants can only hear each other once you resume the held conference call.

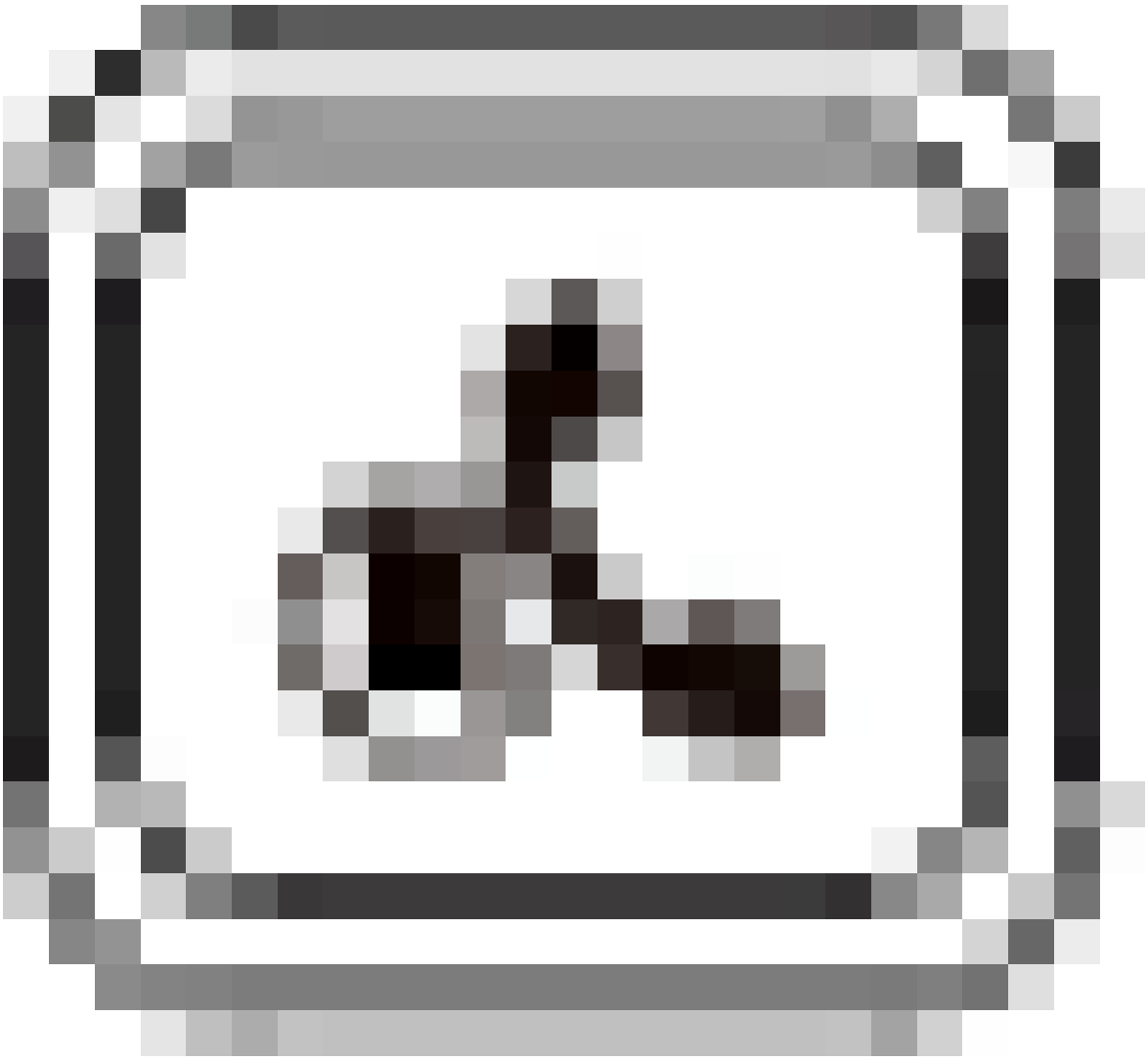
Procedure

1. Press the **HOLD** key/



or select **Hold** to place the conference on hold.

2. Press the **HOLD** key/



again or select **Resume** to resume the held conference call.

Mute or Unmute Conference Call

When you mute the local microphone during a conference call, other participants can hear each other except you.

Procedure

1. Select the **MUTE** key/

/

/

to mute the conference.

2. Select the **MUTE** key/

/

/

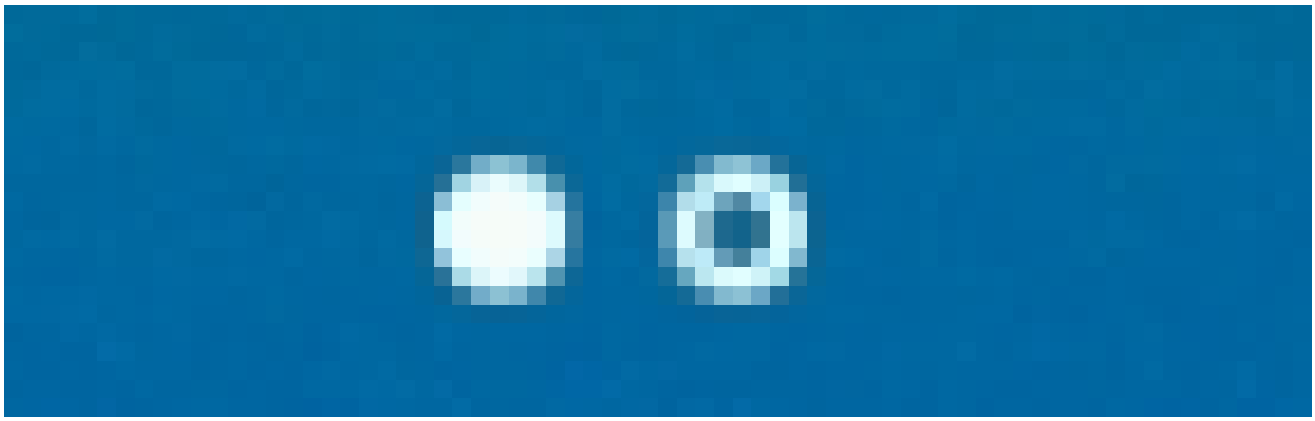
again to unmute the conference.

Split Conference Call

You can split the conference call into individual calls. After the split, the conference call ends, and other parties are held.

Procedure

- For T3X/T4X/T53X/T54W/T57W phones:
  a. Select



.

b. Select **Split**.

- For CP925/CP935W/CP965 phones, tap

> **Split** to split the conference call into individual calls on hold.

- For VP59/T58A/T58W/T77U/T87W/T88W (Pro)/T88V Pro phones, select **More** > **Split**.
- For T73U/T73W/T74U/T74W/T85W phones, select **Manage** > **Split**.

Manage Conference Participants

You can manage the conference participants to make the conference more flexible.

Procedure

Do one of the following:

- For T3X/T46S/T46G/T42S/T42G/T41S/T41P/T40P/T40G/T73U/T73W/T74U/T74W/T85W phones:
  a. Select **Manage** during a conference call.
  b. During a conference call, select **Manage**.
  c. Select the desired party, and you can do the following:
    - Select **Far Mute** (**FarMute**) to mute the party. The muted party can hear everyone, but no one can hear the muted party.
    - Select **Far Hold** (**FarHold**) to hold the party. The held party cannot hear anyone, and no one can hear the held party.
    - Select **Remove** to remove the party from the conference call.
- For T48S/T48G/T48UT57W phones, do one of the following:
  - Tap

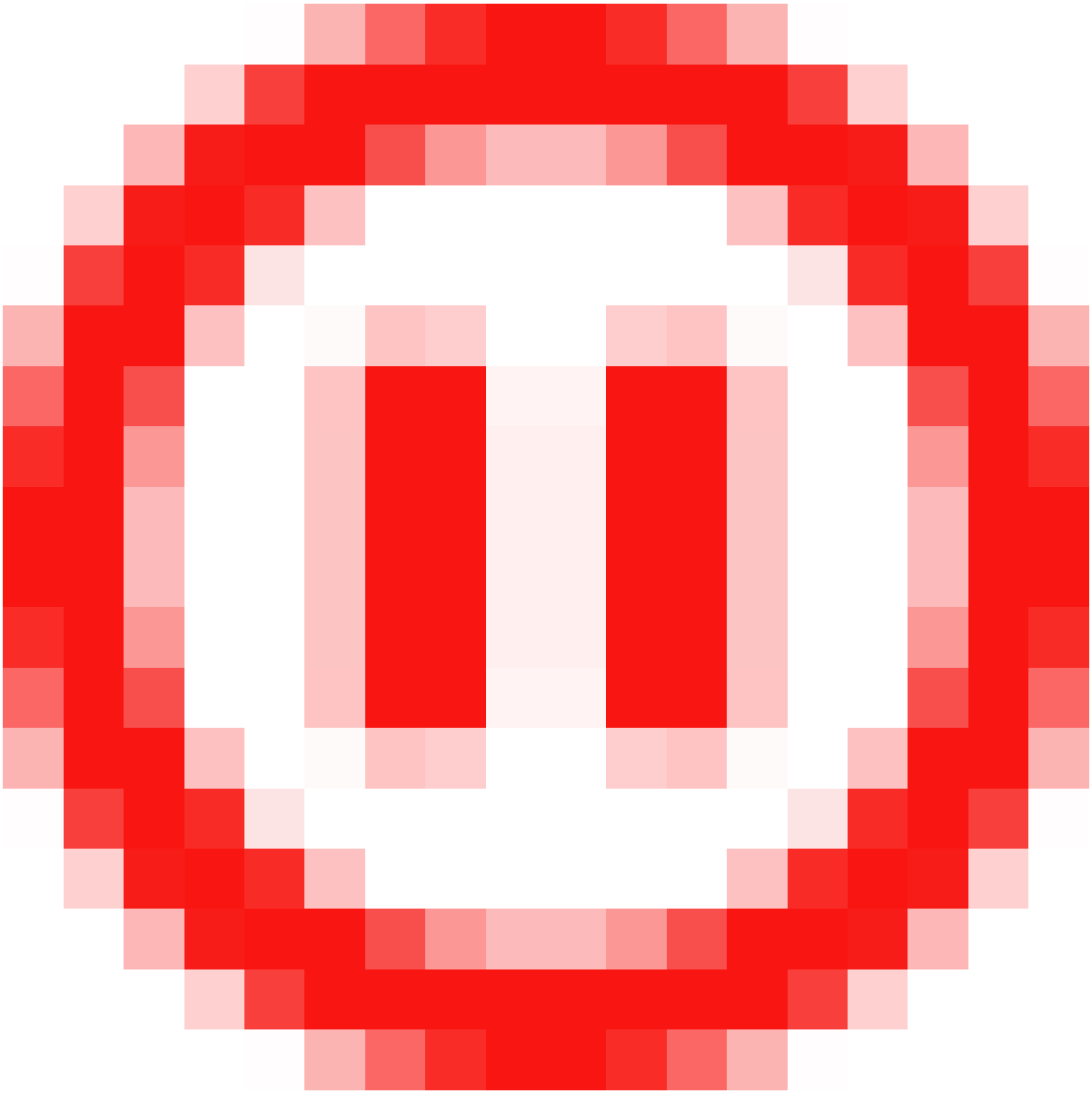
to mute the party. The muted party can hear everyone, but no one can hear the muted party. The icon

changes to

.

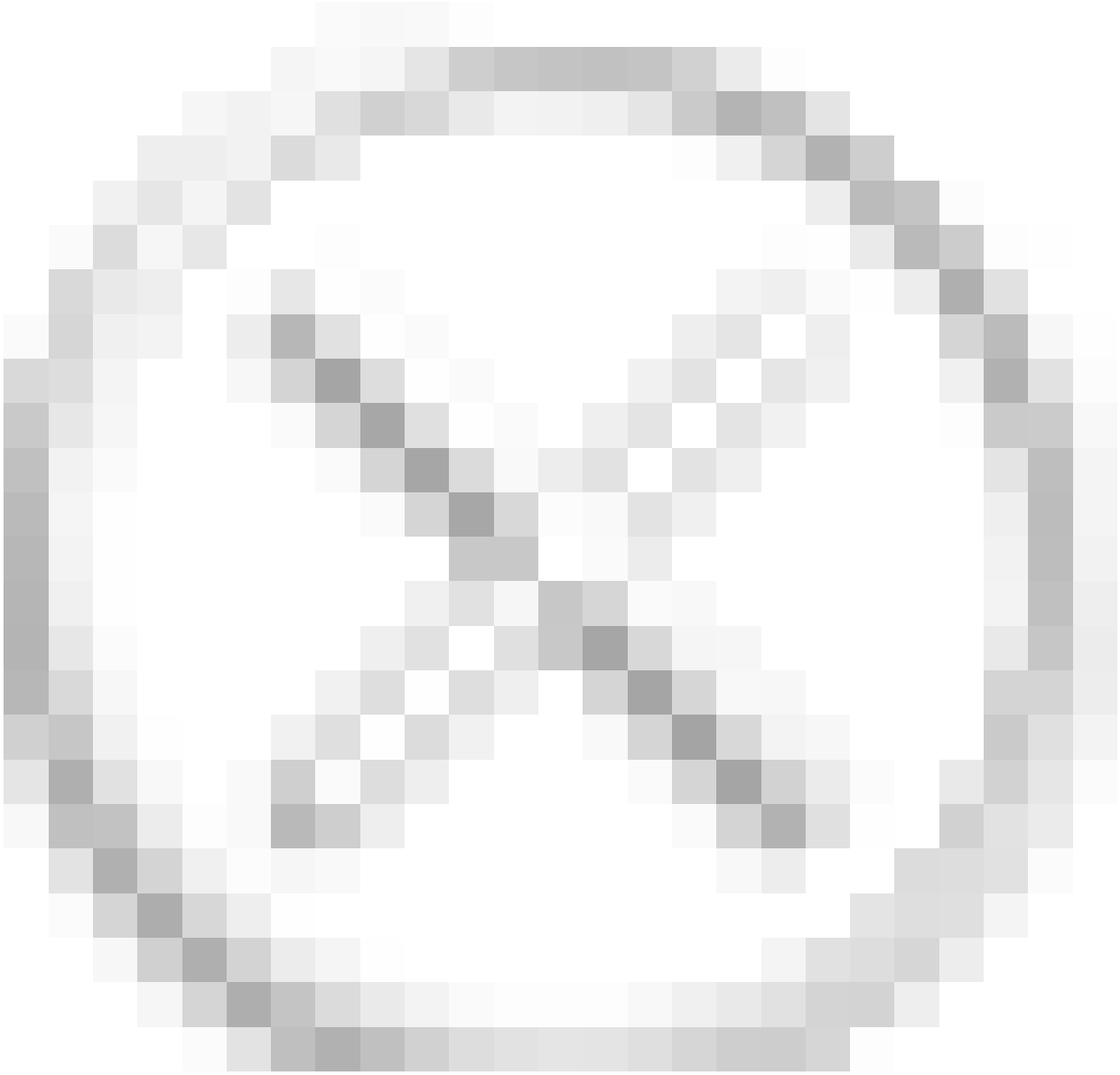
- Tap **Hold** to hold the party. The held party cannot hear anyone, and no one can hear the held party. The icon

changes to



.

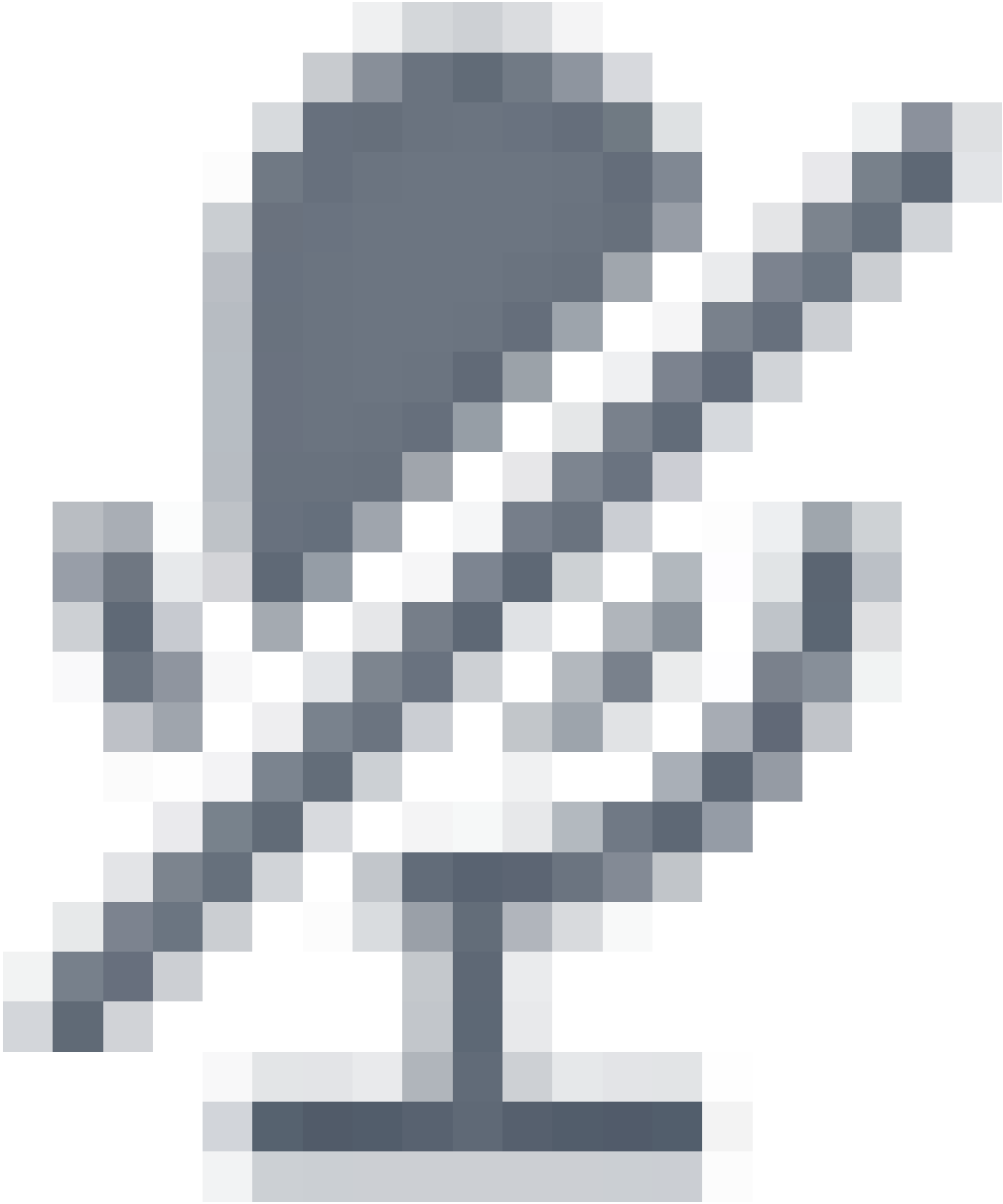
- Tap



to remove the desired party from the conference call.

- *The phone prompts you to remove the party or not.*
- Tap **OK** to remove the party from the conference call

- For VP59/T58A/T58W:
- Long tap the desired party (on the T58W phones, select **More** > **Manage**, you can do the following:
  - Select **Far Mute** (



) to mute the party. The muted party can hear everyone, but no one can hear the muted party.

- Select **Far Hold** (

) to hold the party. The held party cannot hear anyone, and no one can hear the held party.

- Select **Remove** (

) to remove the party from the conference call.

- For T77U/T87W/T88W (Pro)/T88V Pro:
- Tap **Manage**, you can do the following:
  - Select

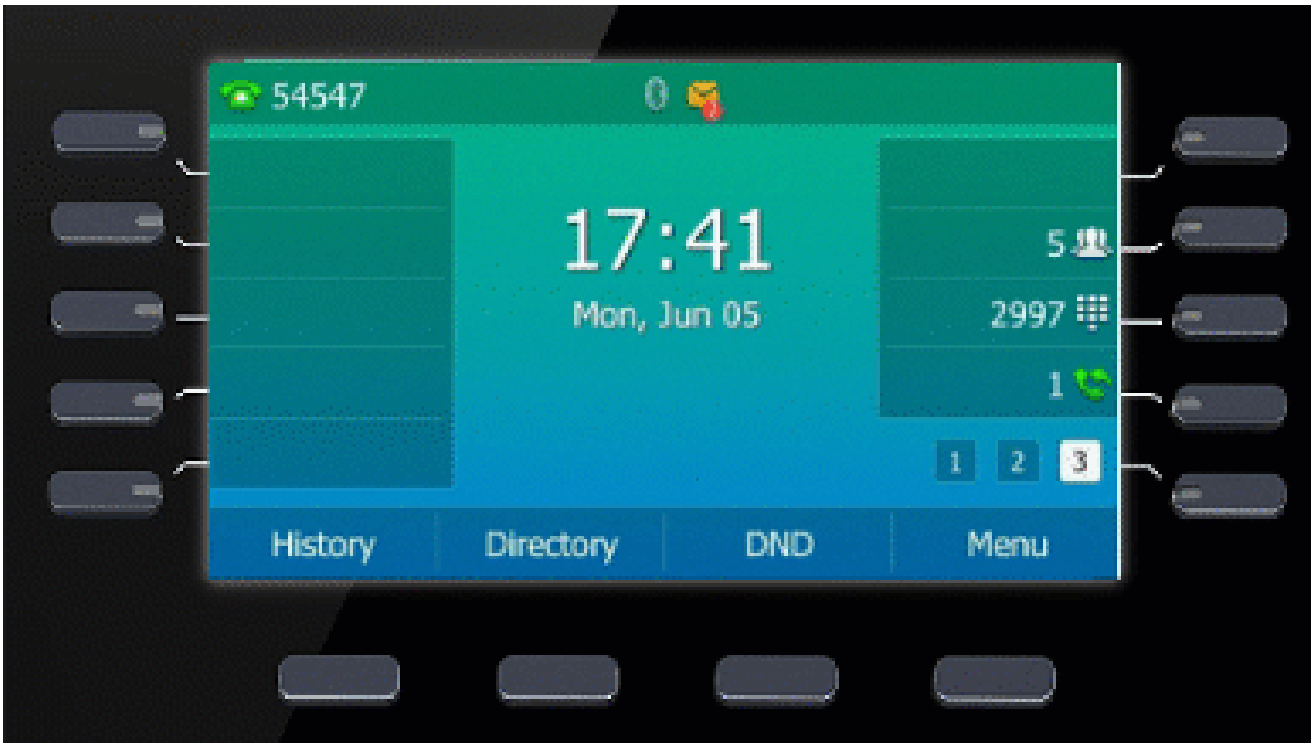
    to mute the party. The muted party can hear everyone, but no one can hear the muted party.
  - Select

    to hold the party. The held party cannot hear anyone, and no one can hear the held party.
  - Select

to remove the party from the conference call.

- For CP925/CP935W/CP965:
- During the conference, you can manage the participants to make the conference more flexible. You can manage conference participants in the following ways:
- **Procedure**
- Tap the avatar of the desired participant, you can do the following:
  - Mute a participant.
  - Hold a participant
  - Remove a participant from the conference
  - Split the participant from the conference
  - View the participant information
  - Select **Far Mute** to mute the participant. The muted participant can hear everyone, but no one can hear the muted participant.
  - Select **Remove** to remove the participant from the conference.
  - Select **Split** to split the participant from the conference.
  - Select **Hold** or **Far Hold** to hold the participant.
  - Select **Cancel** to return to the conference screen.

The following takes T54W for example.



End Conference Call

When you end the conference call, the other parties drop the call.

However, the system administrator can set up your phone so that the other two parties

remain connected when you end the conference call.

Procedure

Select **End Call** (**EndCall**).

Enable/Disable DND Mode for Conference Call

It is only applicable to CP925/CP935W/CP965/VP59/T58A/T58W.

You can enable the DND mode for a conference call, as a result, the conference call will not be disturbed by incoming calls.

Procedure

1. Select

> **DND** to enable the DND mode.

2. Select

> **DND** again to disable the DND mode.

Network Conference

Introduction

If your system administrator has set a network conference feature on your phone, you can initiate a conference with two or more contacts.

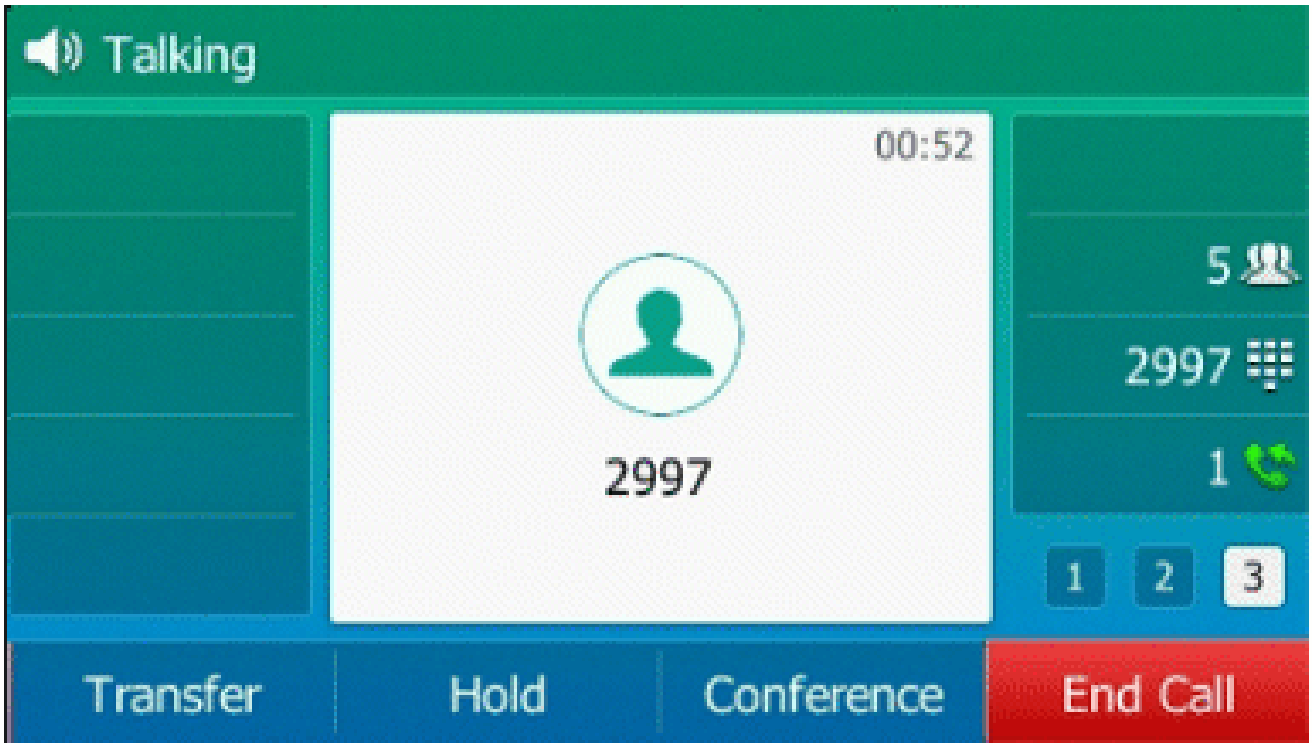
Set Up Network Conference

You can set up a network conference with two or more contacts.

T3X/T4X/T5X/VP59/T73U/T73W/T74U/T74W/T85W/T88W (Pro)/T88V Pro

Procedure

1. Place a call to the first party.
2. Select **Conference** (**Conf**).
3. *The following takes T54W as an example.*



5. The active call is placed on hold.
3. Dial the second party's number.
4. When the second party answers the call, select **Conference** (**Conf**) to add the second party to the conference.
5. On T58A/VP59 phones, when the second party answers the call, select Conference to add the second party to the conference.
5. Select **Conference** (**Conf**) to place a new call.
6. The conference call is on hold.
6. Enter the number of the new party, and then press the OK key or **Send**.
7. When the new party answers the call, select **Conference** (**Conf**) to add the new party to the conference.
8. Repeat steps 5 to 7 until you add all parties.

> The procedures for setting up a network conference call on specific servers may be different. Contact your system administrator for more information.

T77U/T87W

You can set up a network conference with multiple parties.

Procedure

1. Place a call to the first party.

2. When the first party answers the call, select **Invite**.
3. Dial the second party's number.
4. Repeat the step above until you add all intended parties.

The conference is set up after the intended parties answer the call.

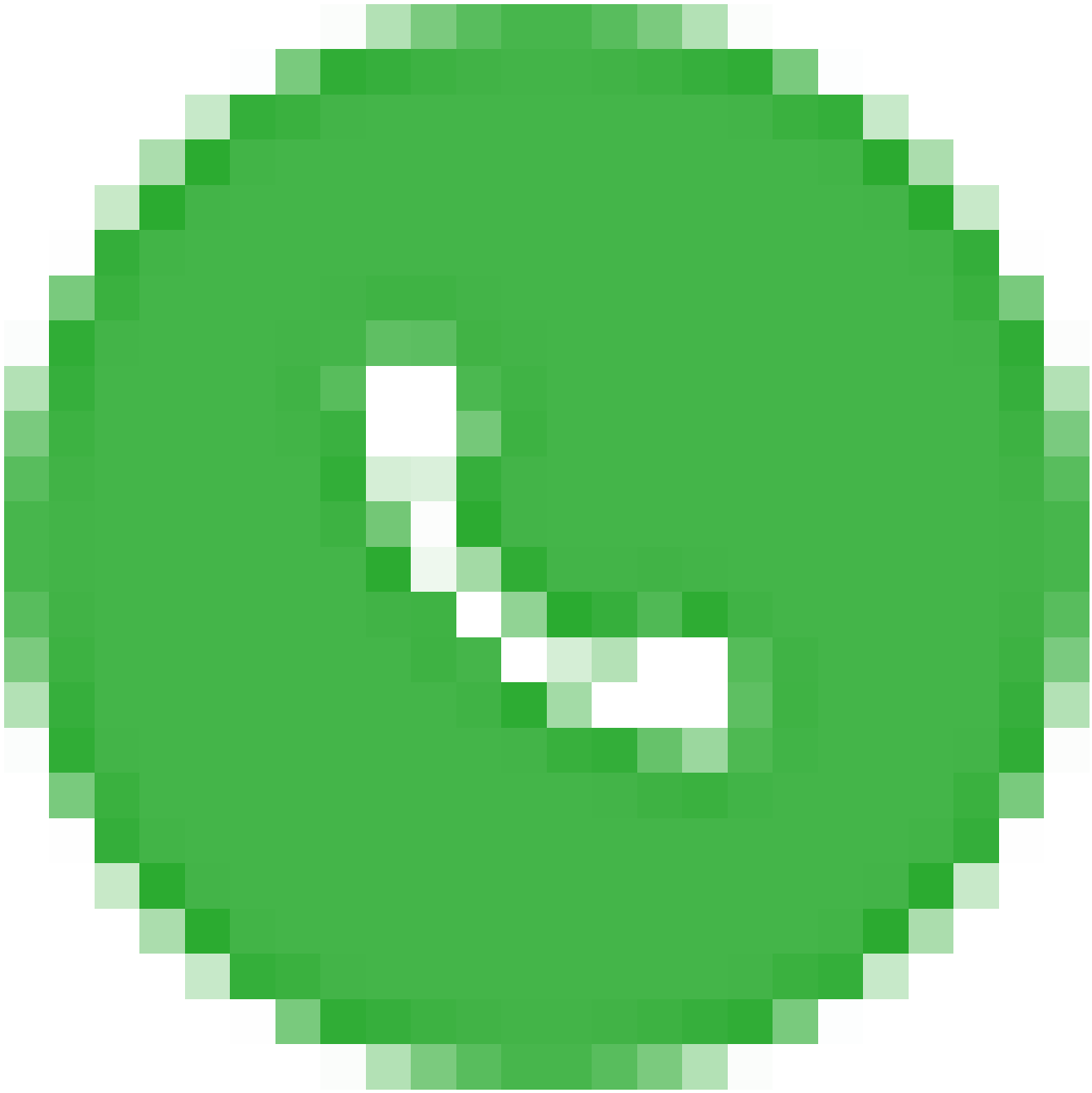
> The procedures for setting up a network conference call on specific servers may be different. Contact your system administrator for more information.

CP925/CP935W/CP965

You can set up a network conference with multiple parties.

Procedure

1. Place a call to the first party.
2. When the first party answers the call, select **Invite**.
3. Do one of the following:
   - Enter the number of the second party, and then select **Invite**.
   - Select **Call multiple members? Click here >>**, enter the number of the new party, and then select **Add Members**.
   - Repeat the step above until you add all intended parties.
   - Select



to call all intended parties at the same time.

The conference is set up after the intended parties answer the call.

> The procedures for setting up a network conference call on specific servers may be different. Contact your system administrator for more information.

Remove Participant from Conference

Introduction

You can remove a conference participant during the conference.

> Check with your system administrator to see if the local conference is enabled on

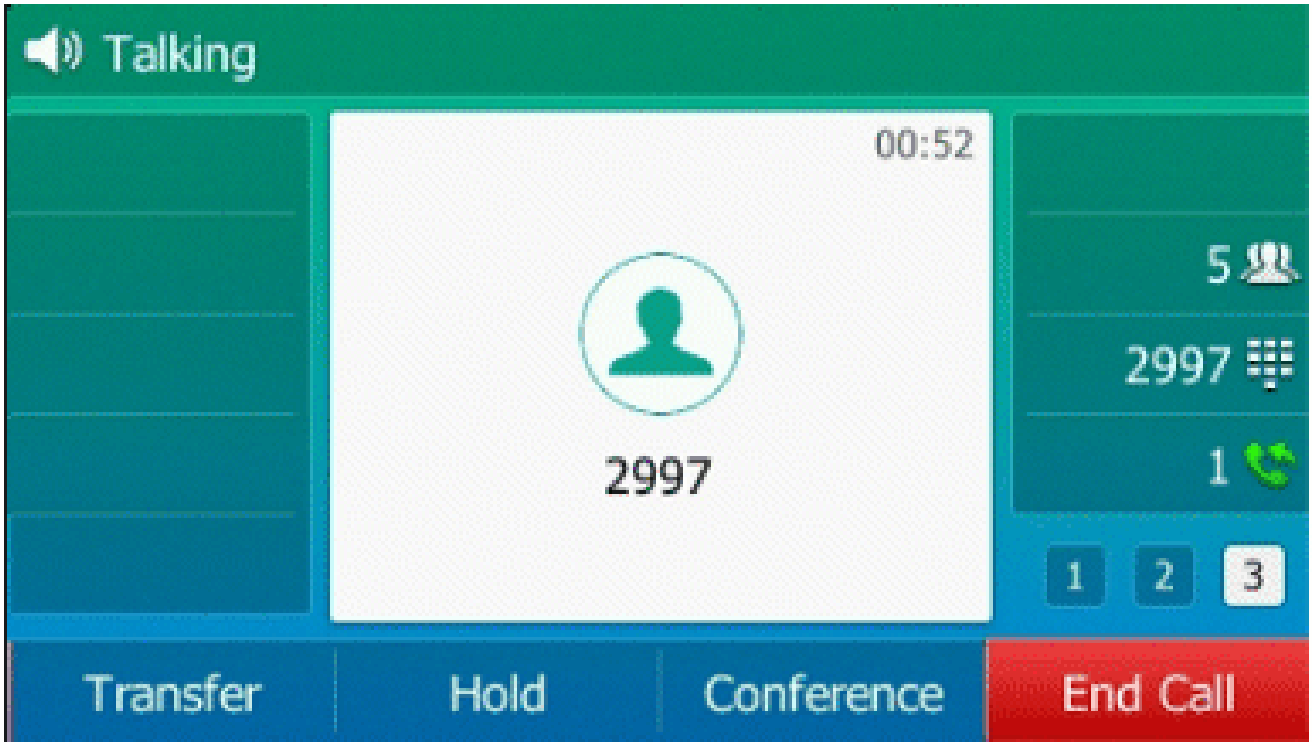
your phone.

Procedure

1. During the conference, select **Manage** or **More** > **Manage**.
2. Select the desired participant.
3. Select **Remove**/

.

The following takes T54W for example.



Record via USB Flash Drive

Record a Call

Introduction

On the T48S/T48G/T46S/T46G/T42S/T41S/VP59/T58A/CP925/CP935W/T58W/T88W (Pro)/T88V Pro phones, you can record active calls onto a USB flash drive connected to your phones, and the recordings are saved as *.wav files.

Recording using a USB flash drive is not available by default. Contact your system administrator to enable this feature for you.

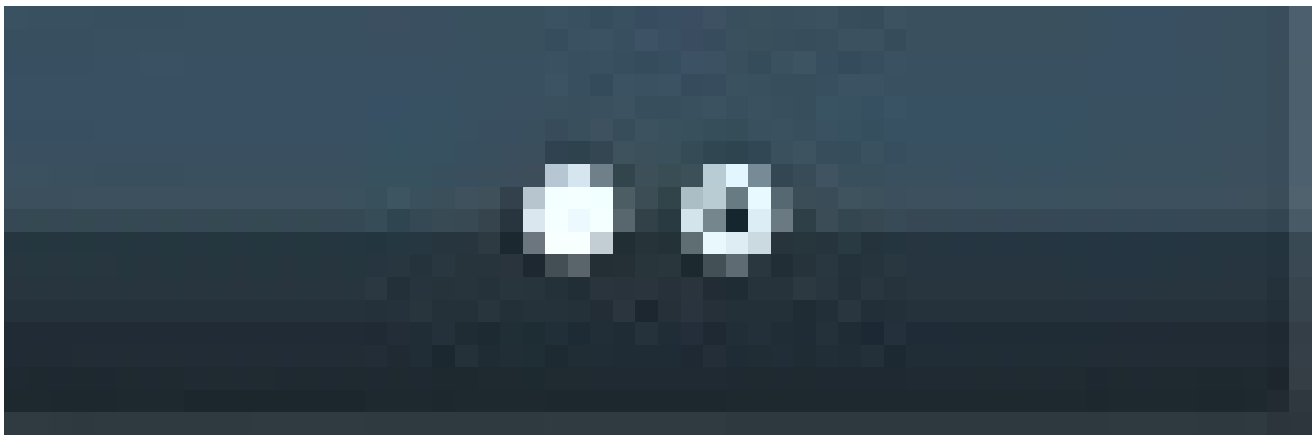
- The size of a single recording file should be less than 2 GB.
- Before call recording, especially those involving PSTN, it is necessary to know about the rules and restrictions of call recording in the country where you are.
- It is also very important to inform all the call parties that you are recording and ask for their consent before recording the conversation.

Procedure

Do one of the following:

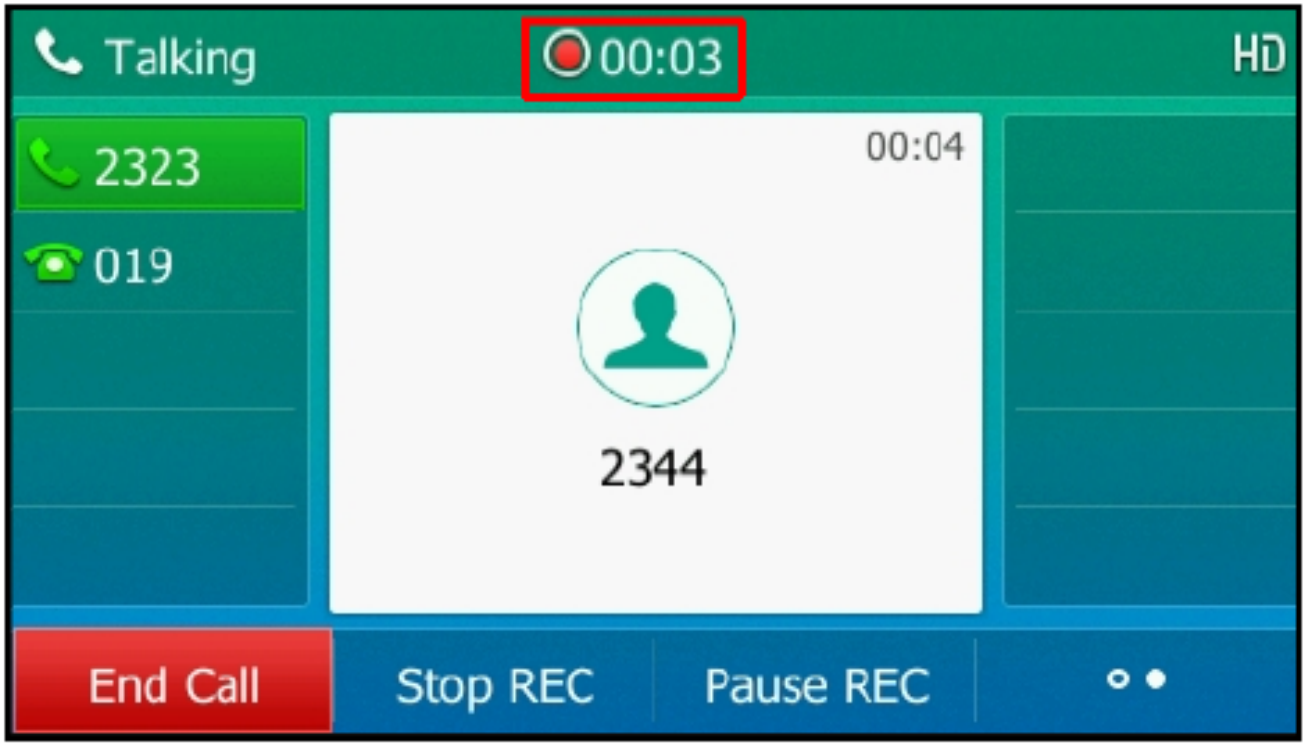
- For T4X/T53X/T54W/T57W:

  a. Select **More** (

) > **Start REC** during a call.

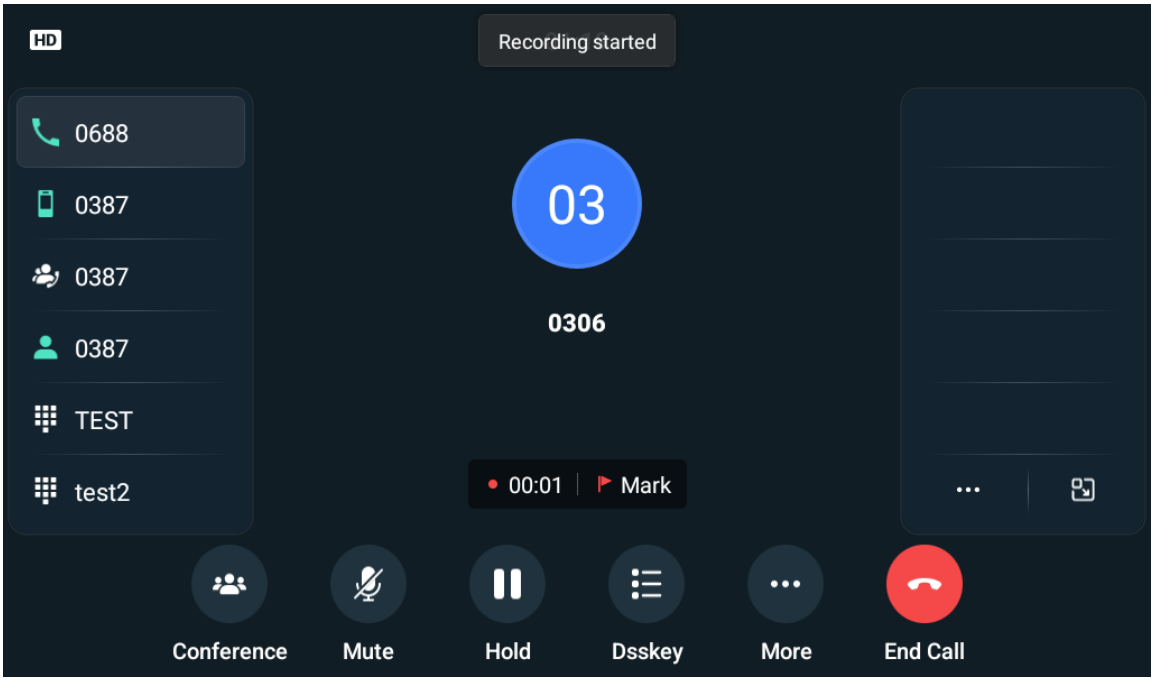
  b. The phone screen displays a recording icon and the recording duration.



- For T88W (Pro)/T88V Pro:

  a. Select **More** > **Record** during a call.

  b. The phone screen displays a recording icon and the recording duration.

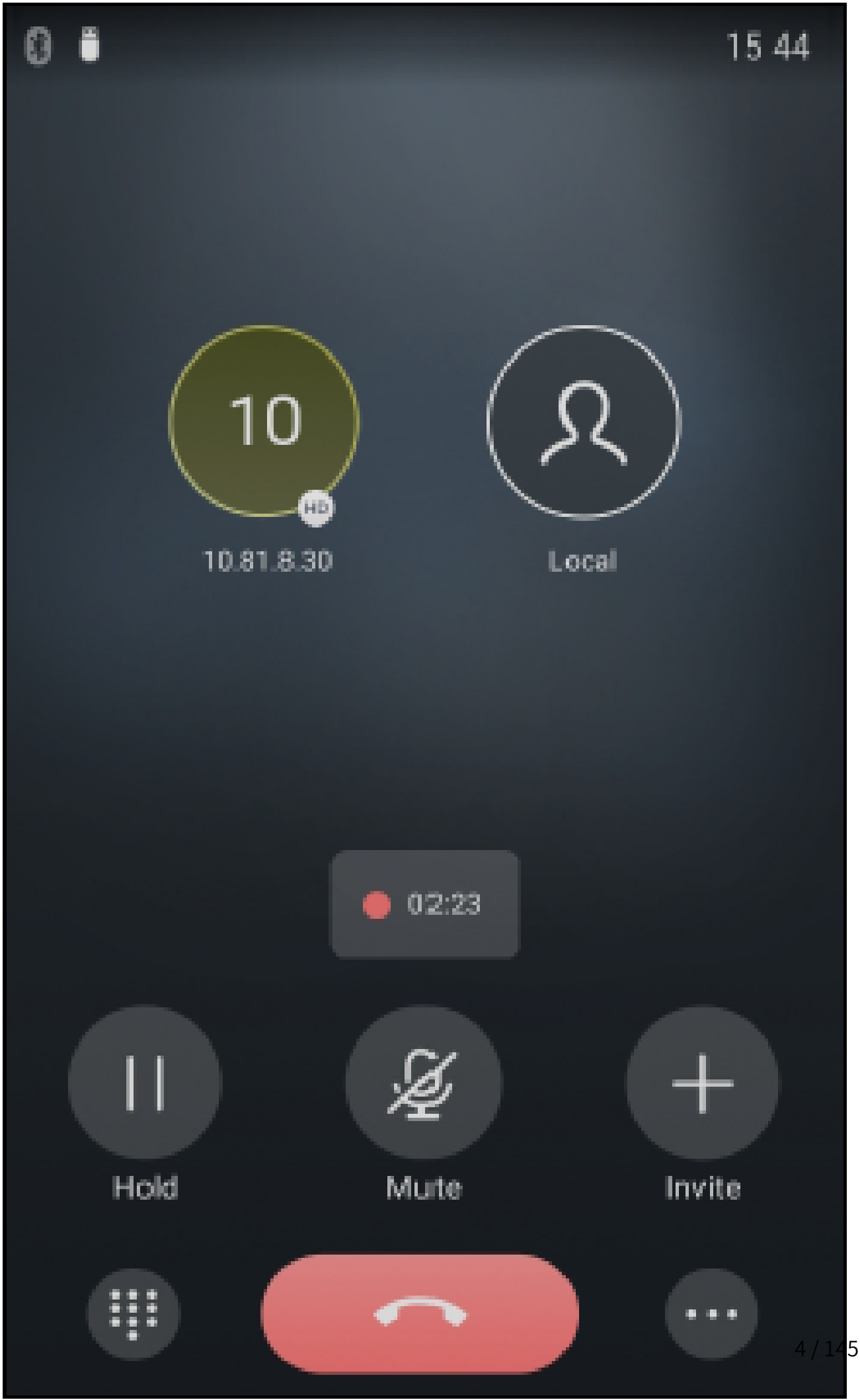


- For CP925/CP935W/CP965:

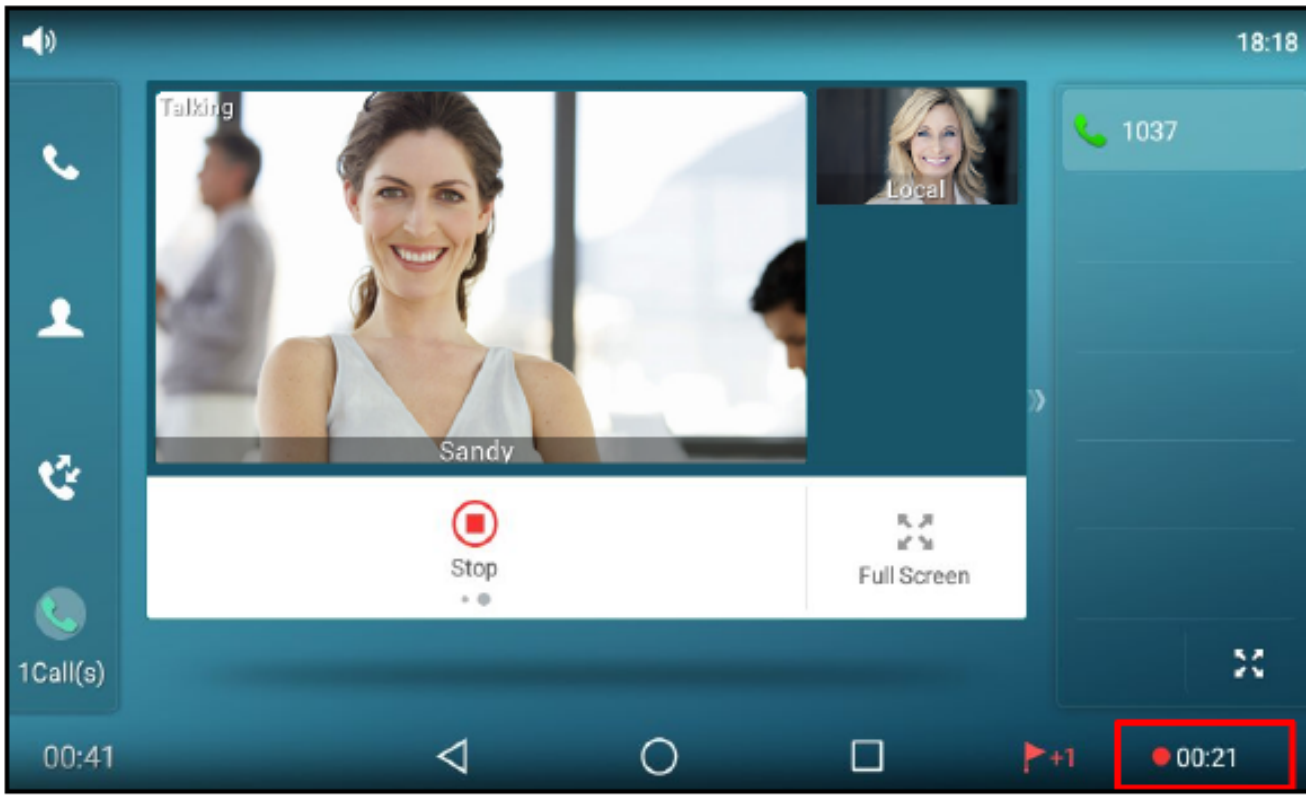
  a. Select

> **Record** during a call.

b. Select where to save your recording if a USB flash drive is connected.


15 44
10
HD
10.81.8.30
Local
02:23
Hold
Mute
Invite

- For VP59/T58A/T58W:
- Swipe the soft key area left during a call and then select **Record**.
- For T58W, select **More** > **Record**.



Pause & Resume Record

Introduction

When you do not want the current sensitive information to be recorded, you can pause the recording.

After pausing, you can resume it at any time, and the recording continues and will be saved in the same file.

Procedure

Do one of the following:

- For T4X:
  a. Select **Pause REC** to pause a recording.
  b. *The pause recording icon appears on the phone screen, and the duration stops counting.*
  b. Select **Resume REC** to resume a recording.
- For CP925/CP935W:
  a. Select

> **Pause REC** to pause a recording.

b. *The pause recording icon appears on the phone screen, and the duration stops counting.*

b. Select

> **Resume REC** to resume a recording.

If you hold the call during the recording, none of the parties will be recorded until you resume the call.

Stop Record

Introduction

You can stop recording a call before the call ends. The recording also stops when the active call ends. The recording will be saved as a "*.wav" file in the USB flash drive automatically.

The size of a single recording file should be less than 2G.

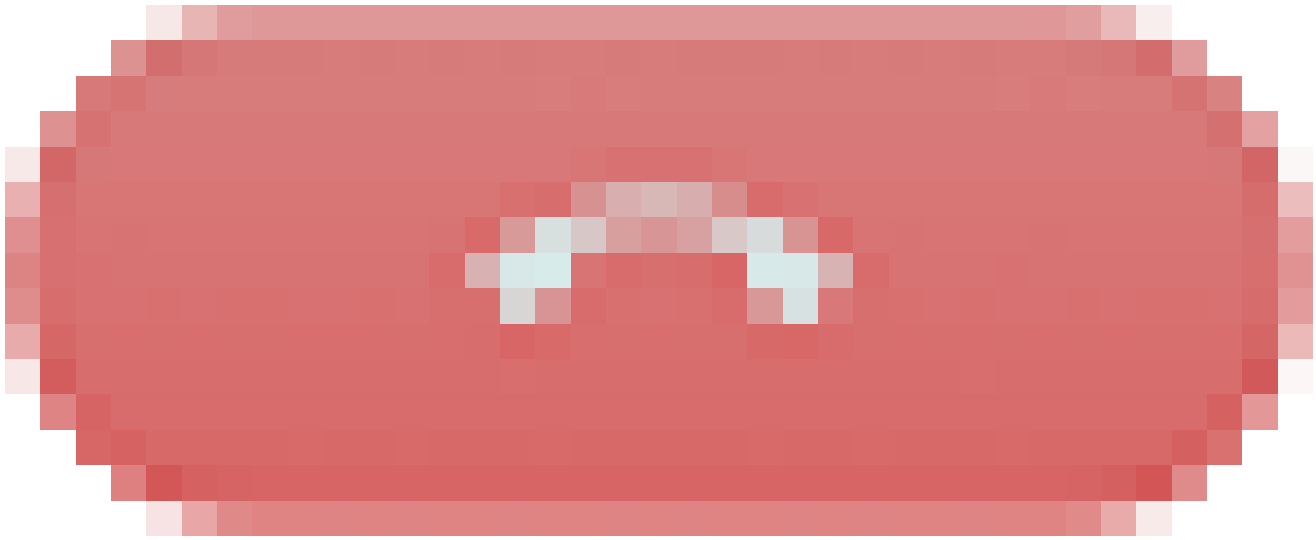
Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W:
- Do one of the following:
  - Select **Stop REC**.
  - *The recording icon and recording duration disappear. The screen prompts a message that the call has been recorded successfully.*
  - Select **End Call** (**EndCall**).
  - *The recording icon and recording duration disappear, and the phone returns to the idle screen. The screen prompts a message that the call has been recorded successfully.*
- For CP925/CP935W/CP965:
- Do one of the following:
  - Select

> **Stop**.

- *The recording icon and recording duration disappear. The screen prompts a message that the call has been recorded successfully.*
- Select



.

- *The recording icon and recording duration disappear, and the phone returns to the idle screen. The screen prompts a message that the call has been recorded successfully.*

- For VP59/T58A/T58W:
- Do one of the following:
  - Swipe the soft key area left and then select **Stop** during a call.
    For T58W, select **More** > **Stop**.
    The recording icon and recording duration disappear. The screen prompts a message that the call has been recorded successfully.
  - Select **End Call**.
    The recording icon and recording duration disappear, and the phone returns to the idle screen. The screen prompts a message that the call has been recorded successfully.
- For T88W (Pro)/T88V Pro:
- Do one of the following:
  - Select **More** > **Stop**.
  - *The recording icon and recording duration disappear. The screen prompts a message that the call has been recorded successfully.*
  - Select **End Call**.
  - *The recording icon and recording duration disappear, and the phone returns to the idle screen. The screen prompts a message that the call has been recorded successfully.*

Manage Record

After stopping recording, you can manage the recordings on your phone. Make sure the USB flash drive is still inserted into the phone.

Listen to the Recording

You can browse and play back the recordings on your phone.

During the recording, you can switch among Speakerphone (hands-free) modes by pressing the **Speakerphone** key, Handset modes by pressing the **HEADSET** key, or Handset mode by picking up the handset.

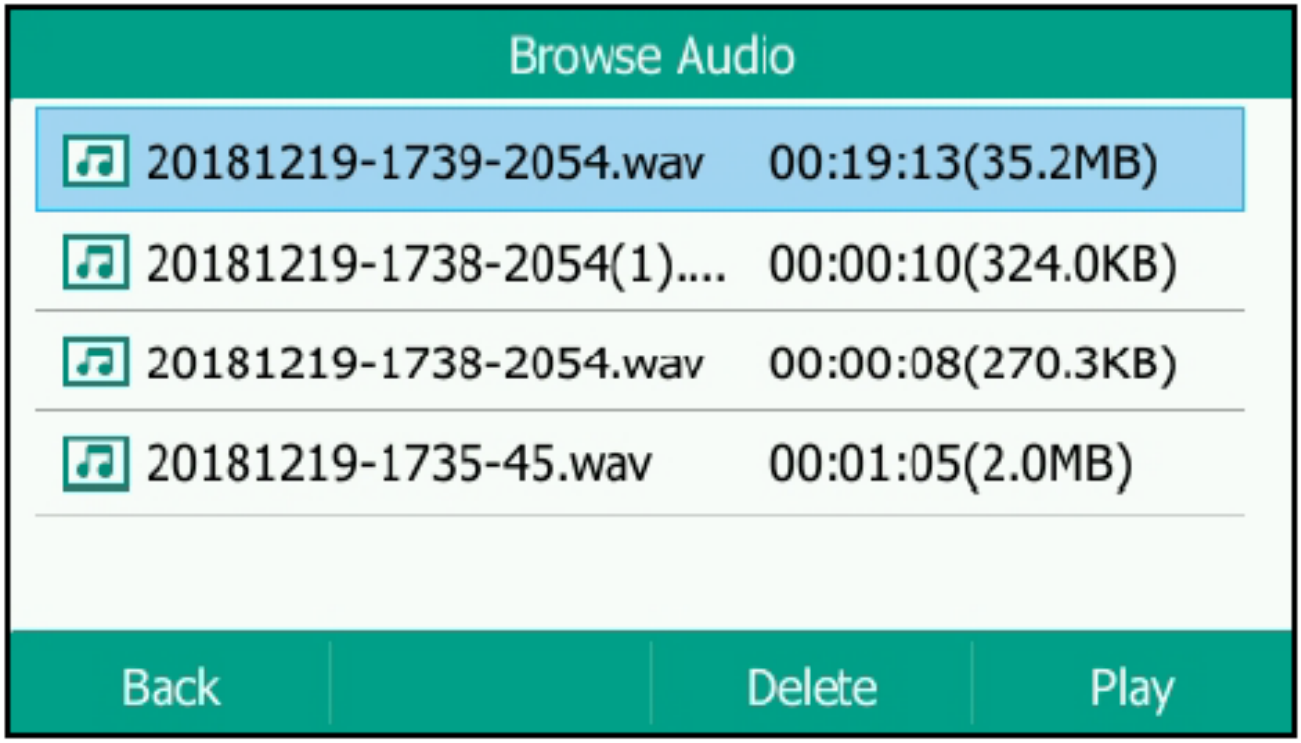
> You can also play back the recordings on a PC using an application capable of playing the "*.wav" file.

Procedure

- For T88W (Pro)/T88V Pro:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **File Manager** > **USB Storage** > **Audios**.
  c. Select the desired audio and tap

.

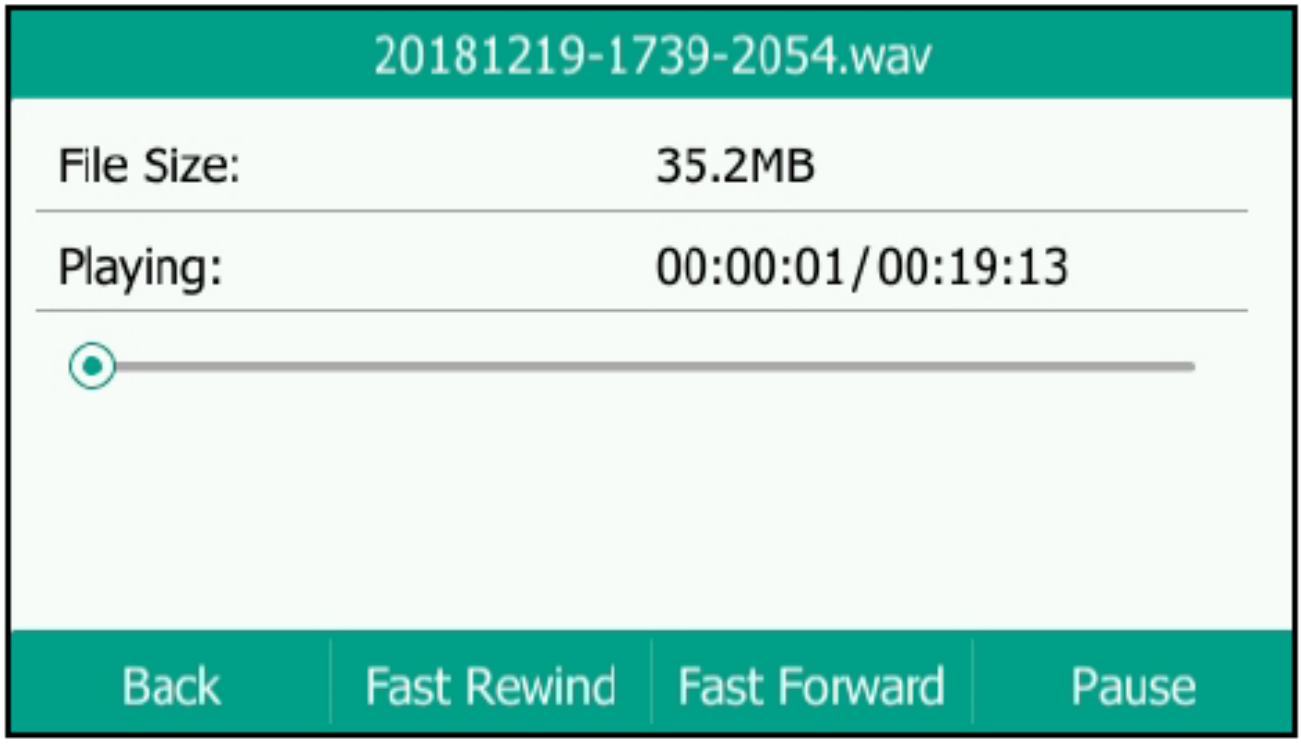
- For other phones:
  a. Go to **Menu** > **USB** > **Browse Audio**.
  b. On the T53W/T53 phones, go to **Menu** > **USB Record** > **Browse Audio**.
  c. *The phone screen shows all recorded files (filename, duration time and file size) in the **Browse Audio** list. The filename consists of the recording time & date, the other party's number/IP address/name (or the first person's number/IP address/name you called).*



b. Select the desired file, and select **Play**.

c. On the T48S/T48G/T48U/T57W phones, tap the desired file.

d. *The length of the recording and a progress bar are displayed as the recording plays.*



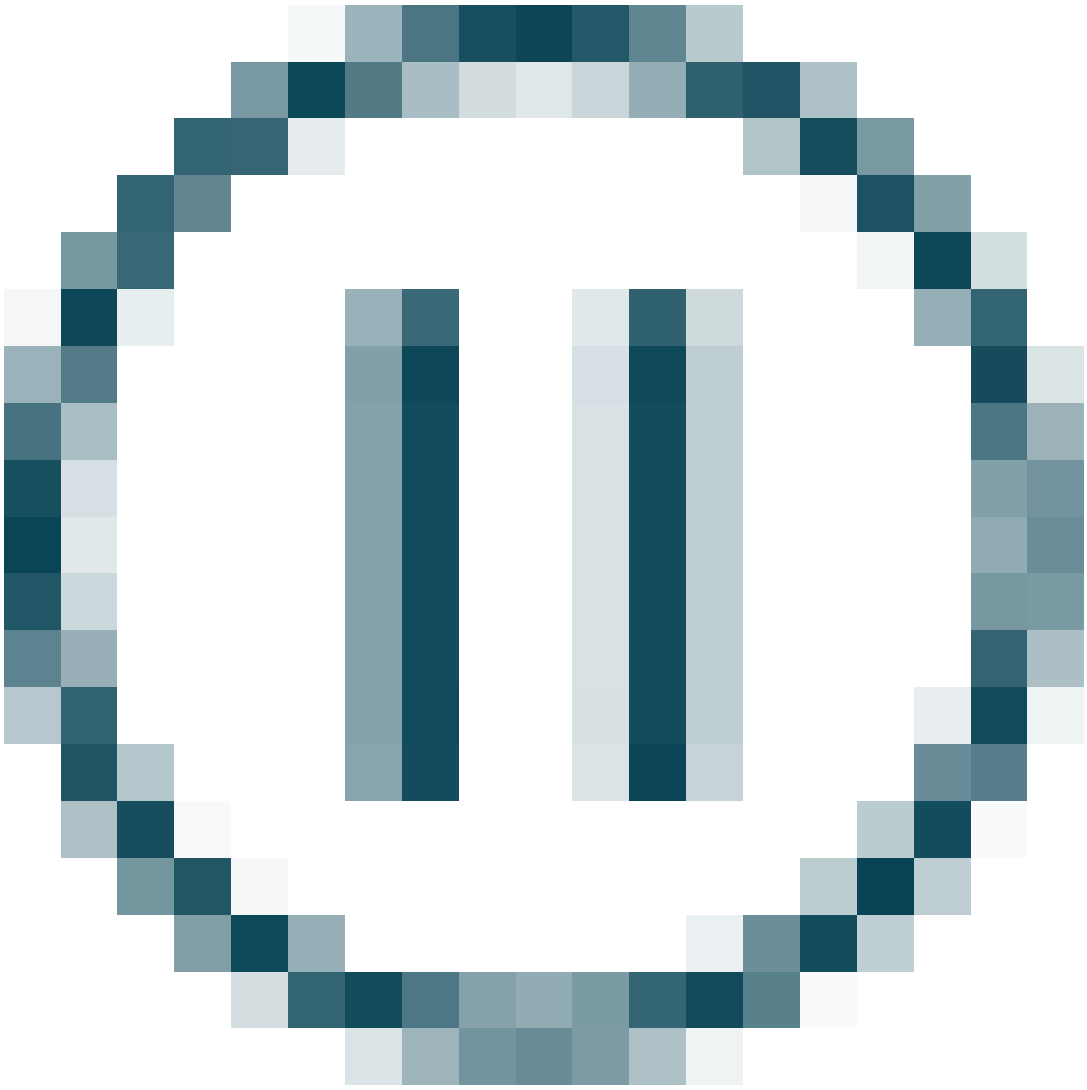
Pause/Resume Playback

When you are playing a recording, you can pause it manually to take notes.

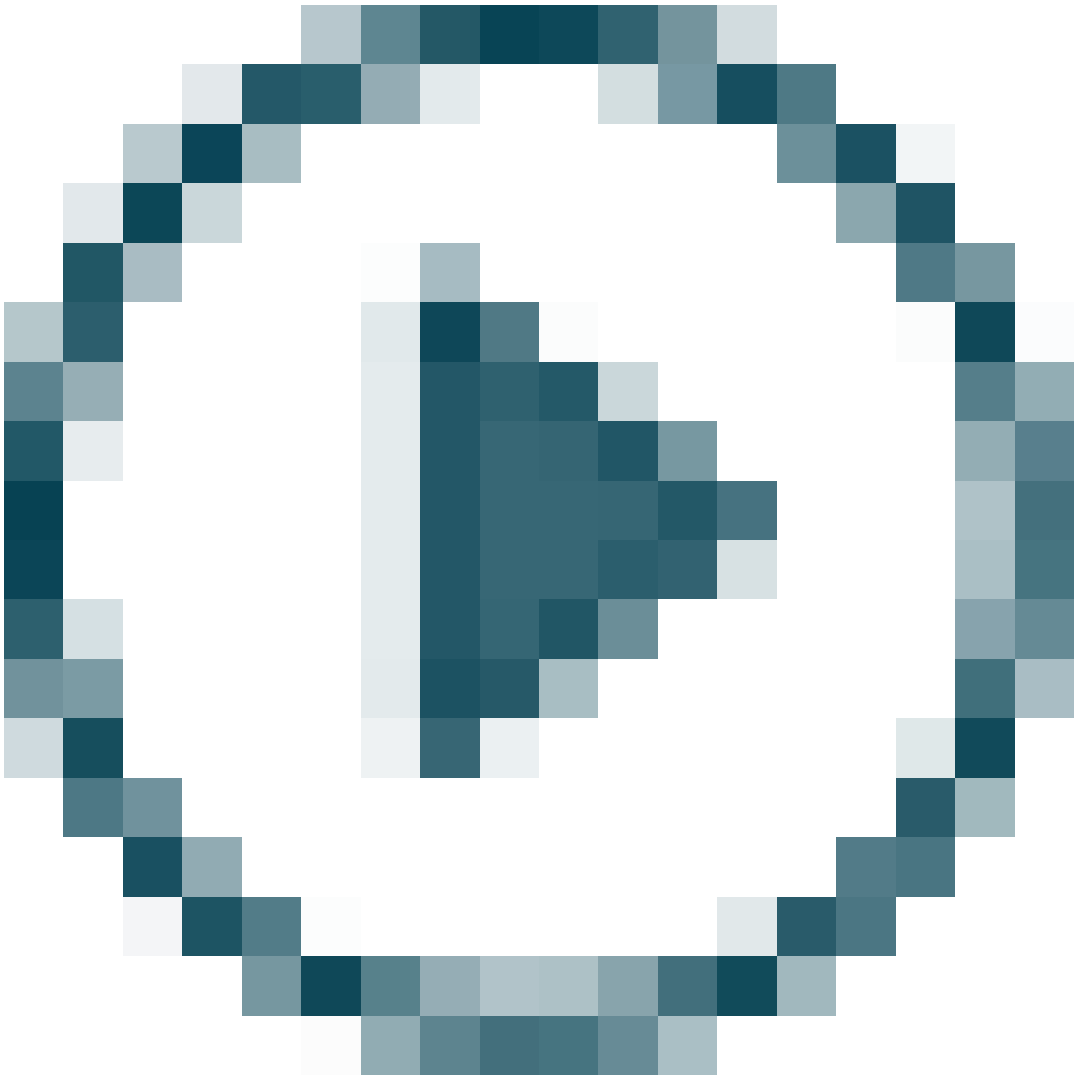
When you receive an incoming call while playing a recording, the recording is paused automatically. You can resume the playback after handling the call.

Procedure

1. Select **Pause** to pause the playback. The **Play** soft key appears on the phone screen.
2. On the T48S/T48G/T48U/T57W/T88W (Pro)/T88V Pro phones, tap

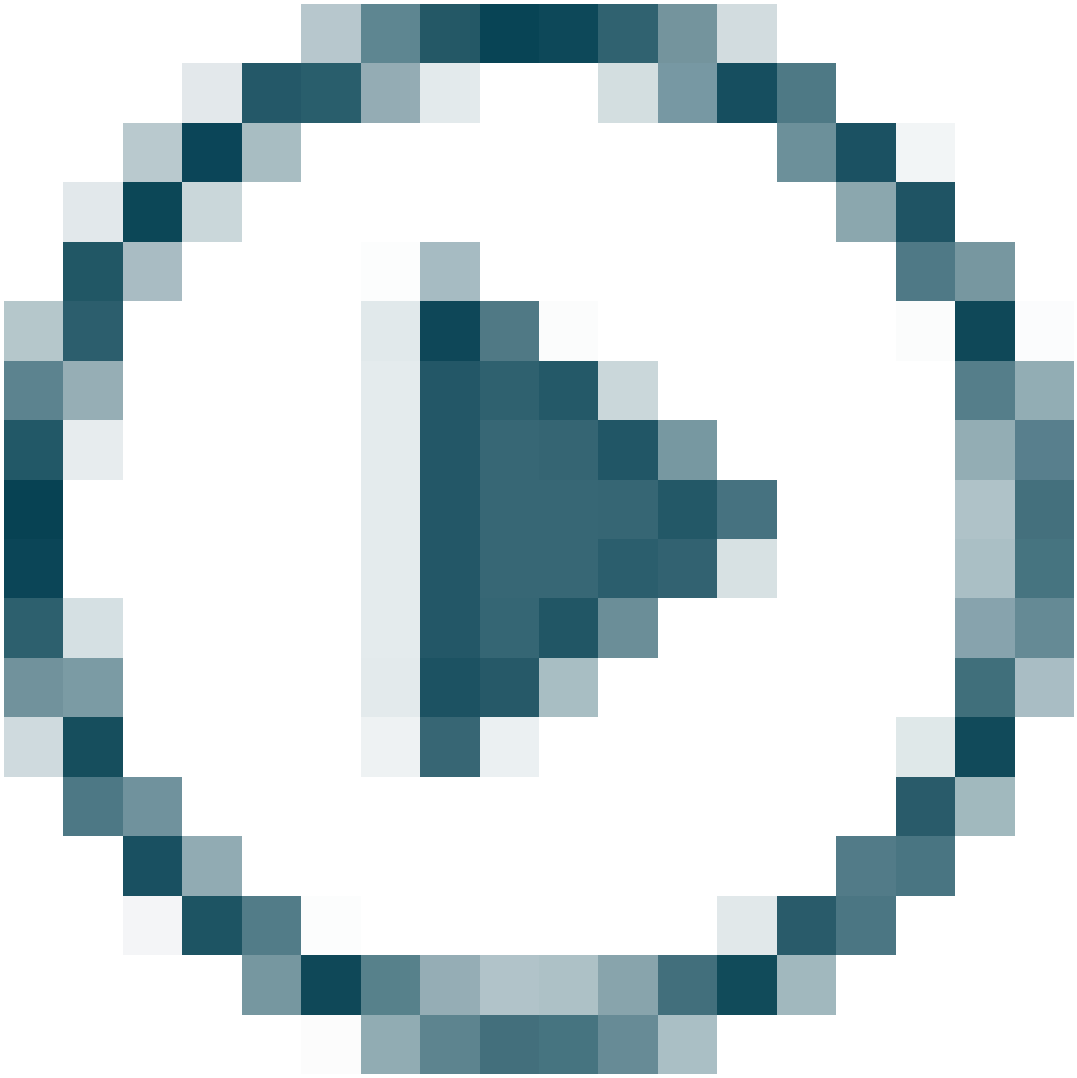


to pause the playback. Then



appears on the touch screen.

2. Select **Play** to restart the playback.
3. On the T48S/T48G/T48U/T57W/T88W (Pro)/T88V Pro phones, tap



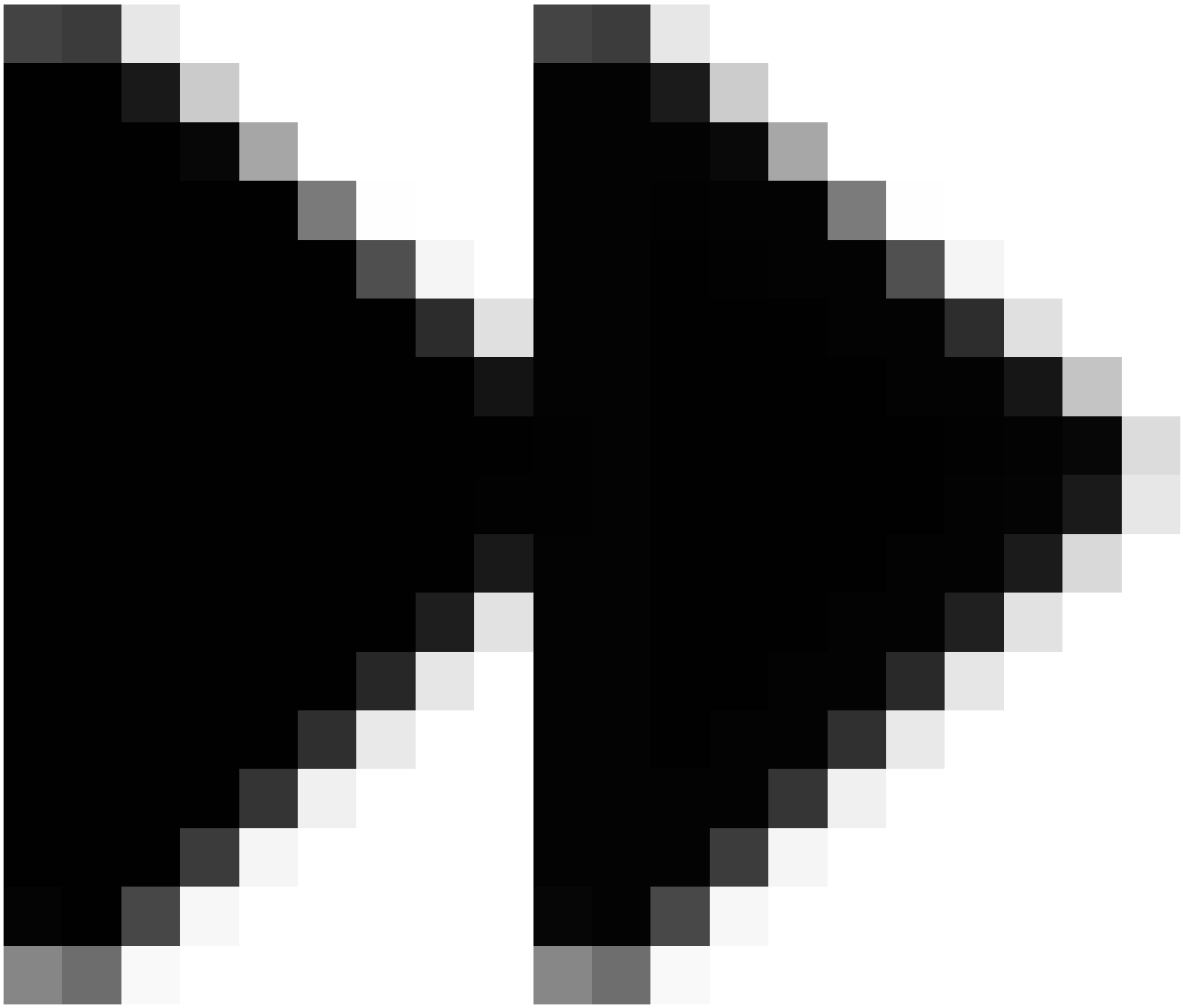
.

Fast Forward/Rewind Playback

While a recording plays, you can fast forward or rewind the playback at any time.

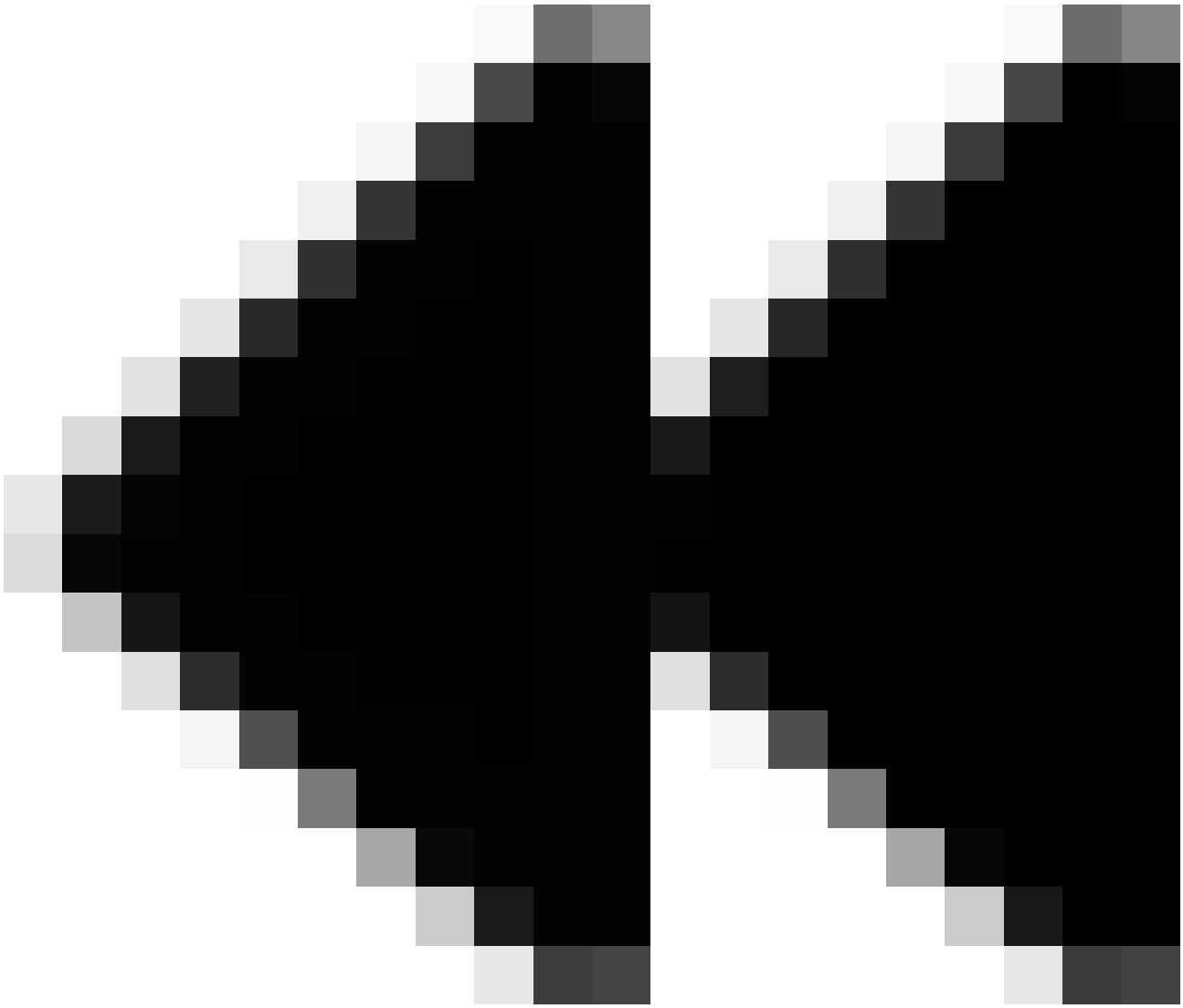
Procedure

1. Select **Fast Forward** (



) to skip forward the playback. Press once to skip forward 8 seconds.

2. Select **Fast Rewind** (



) to rewind the playback. Press once to rewind 8 seconds.

On the T48S/T48G/T48U/T57W/T88W (Pro)/T88V Pro phones, drag the slider to skip forward through the playback or rewind the playback.

Delete Recorded Call

You can delete the recordings when you need additional space on your USB flash drive or the recordings are useless.

Procedure

- For T88W (Pro)/T88V Pro:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **File Manager** > **USB Storage** > **Audios**.
  c. Tap

, and then select the desired audio.

d. Tap

.

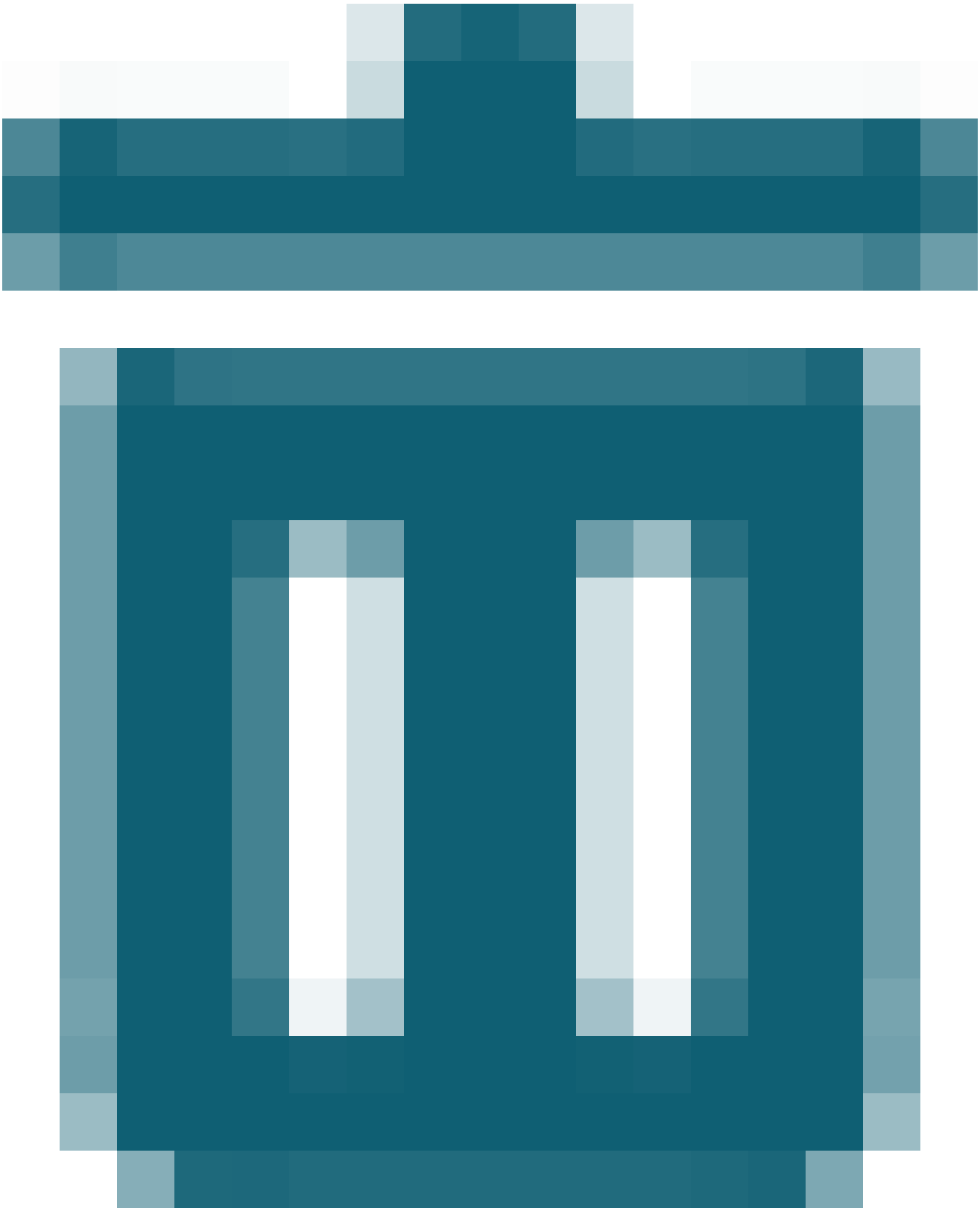
e. Select **OK**.

- For other phones:

  a. Go to **Menu** > **USB** > **Browse Audio**.

  b. Select the desired recording, and select **Delete**.

  c. On the T48S/T48G/T48U/T57W phones, tap



after the desired recording.

d. *The phone prompts you to delete the audio or not.*

c. Select **OK**.

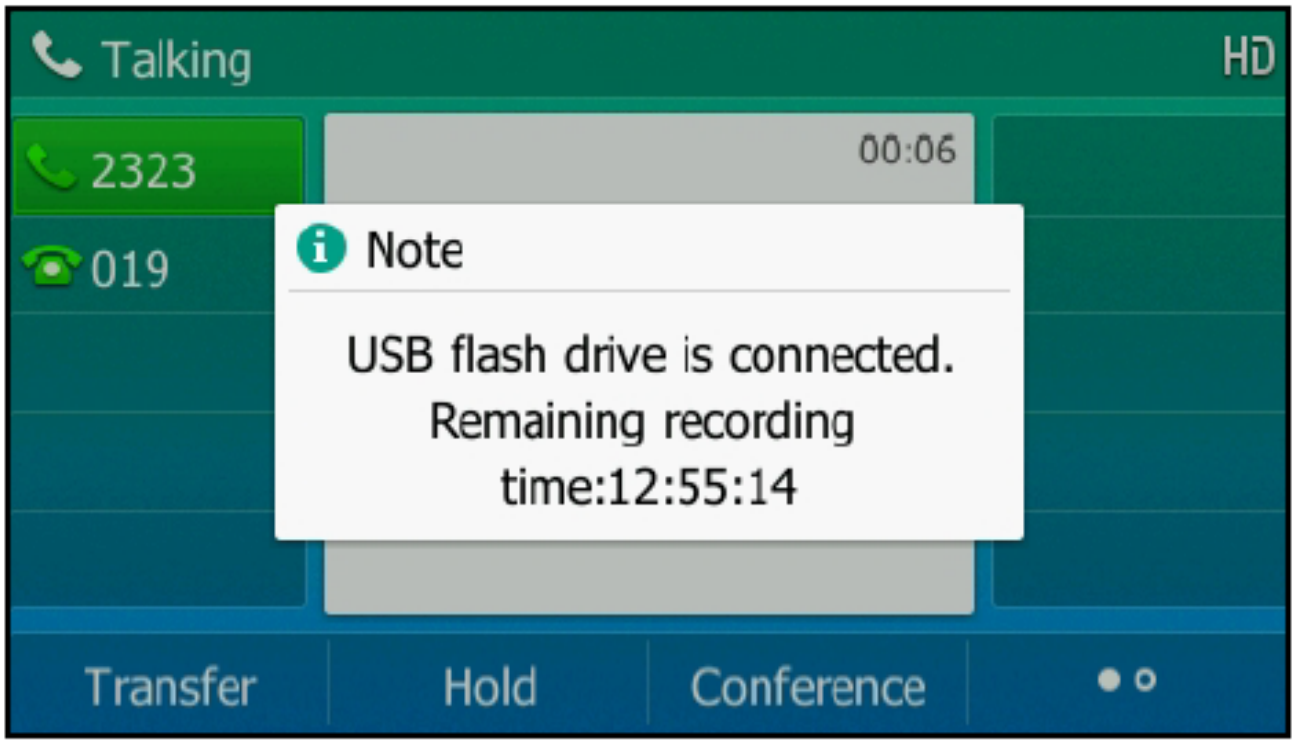
View Available Record Time

Introduction

You can view the available recording time on your phone to avoid recording failure due to a timeout.

When you insert a USB flash drive into the phone during a call, a message will pop up to tell you how much time is available for recording.

The following takes T54W as an example.



During a recording, if there is insufficient free space (30 minutes or 10 minutes left) on the USB flash drive, the phone will prompt you with a message (XX minutes left for call recording). If there is no free space on the USB flash drive during recording, the recording is stopped and saved on the USB flash drive automatically.

You can also view the storage space of the USB flash drive and check the available recording time before recording.

Procedure

Do one of the following:

- Go to **Menu** > **USB** > **Storage Space**.
- For T53W/T53 phones, go to **Menu** > **USB Record** > **Storage Space**.
- For T88W (Pro)/T88V Pro, go to **File Manager** > **USB Storage**.

Check Storage Space

Introduction

You can check the total space or available space of the phone or connected USB flash drive.

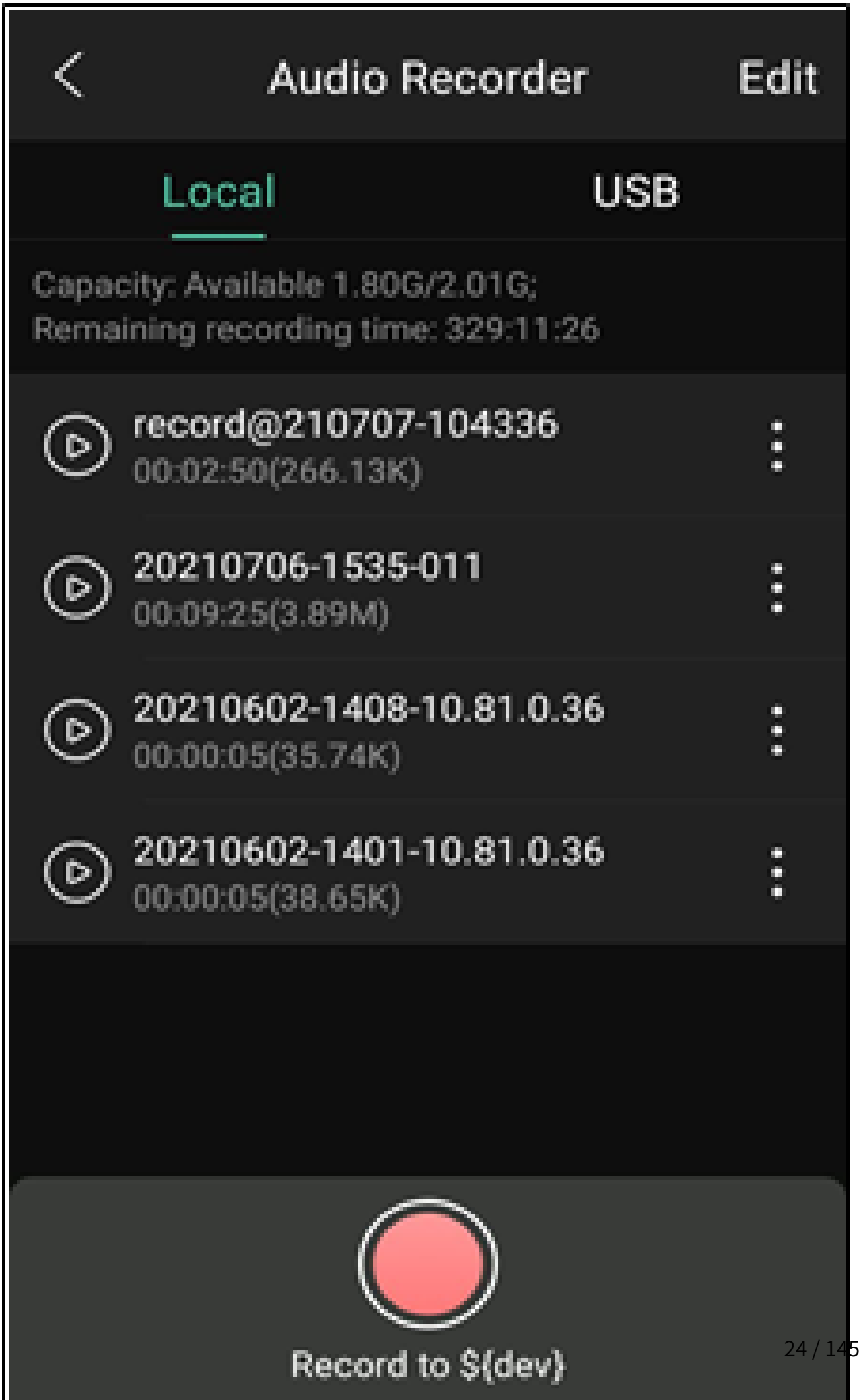
> It is only applicable to CP965/VP59/T58A/T58W/T88W (Pro)/T88V Pro.

Procedure

For CP965/VP59/T58A/T58W:

a. Select **More** > **Recorder** to launch the **Recorder** application.

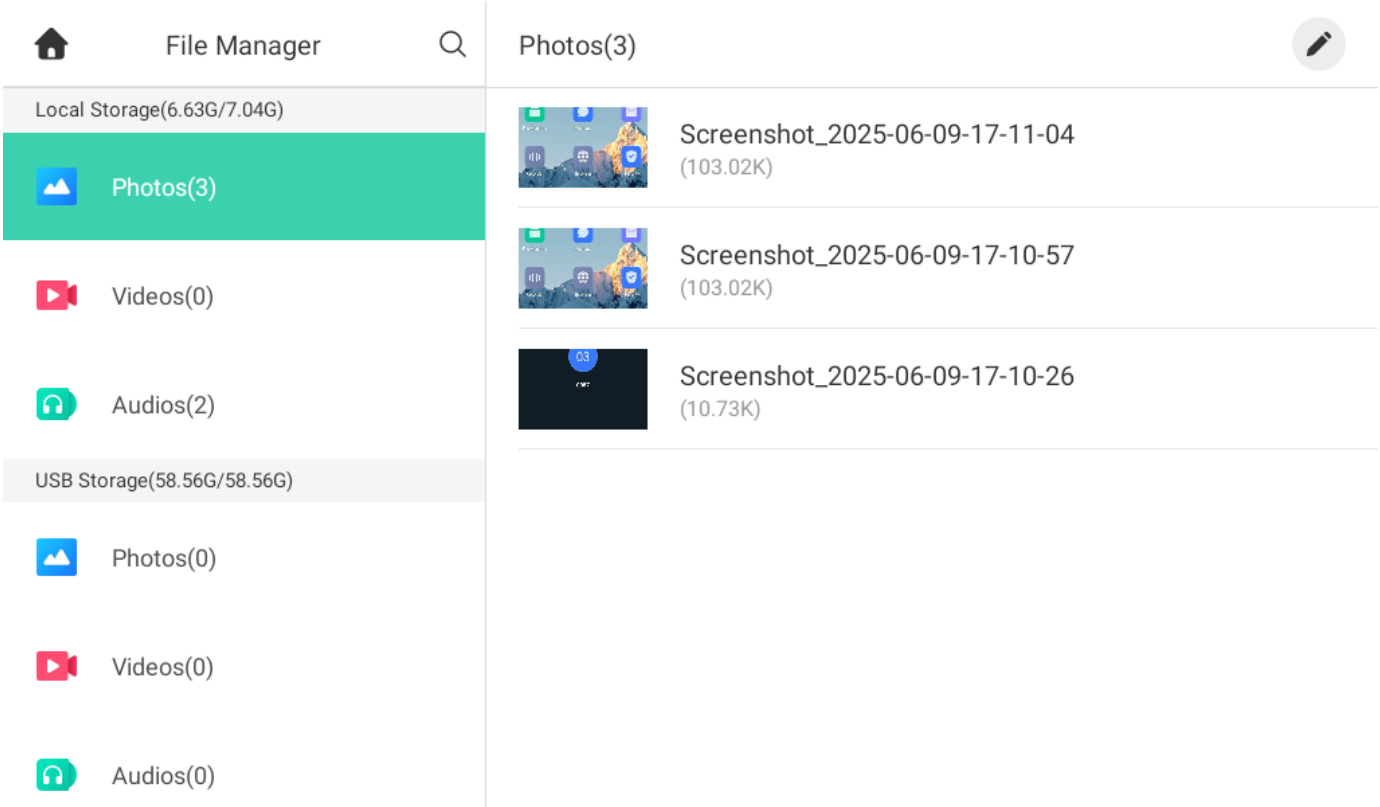
b. If you want to check the storage space of the USB flash drive, select **USB**.


Audio Recorder
Edit
Local
USB
Capacity: Available 1.80G/2.01G;
Remaining recording time: 329:11:26
record@210707-104336
00:02:50(266.13K)
20210706-1535-011
00:09:25(3.89M)
20210602-1408-10.81.0.36
00:00:05(35.74K)
20210602-1401-10.81.0.36
00:00:05(38.65K)
Record to ${dev}

For T88W (Pro)/T88V Pro:

a. Swipe left or right to go to the second idle screen.

b. Select the **File Manager**.



Multicast Paging

Send Multicast Paging

Multicast Paging allows you to broadcast instant audio announcements to users listening to a specific multicast group on a specific channel.

The phone supports the following 31 channels:

- **0**: Broadcasts are sent to channel 0. It is the default channel.
- **1 to 30**: Broadcasts are sent to channels 1 to 30. We recommend that you specify these channels when broadcasting with Yealink IP phones.

> All IP phones in the multicast paging group must be deployed in the same subnet since a broadcast is used. The phone can only send/receive broadcasts to/from the listened channels. Other channels' broadcasts will be ignored automatically by the IP phone.

Send Multicast Paging

Your phone supports up to 31 groups for paging. You can assign a label to each group to identify the phones, such as All, Sales, or HR.

You can set a line key as a Multicast Paging key or Paging List key on the phone, which allows you to send announcements to the phones with pre-configured multicast address(es) on a specific channel(s). (It is not applicable to CP925/CP935W/CP965)

> Multicast RTP is one-way from the sender to the multicast address(es) (receiver). For outgoing RTP multicasts, all other existing calls on the phone will be placed on hold.

Set Multicast Paging Key

You can set a Multicast Paging key for a paging group, which allows you to send announcements quickly on the idle screen.

The line key is unavailable on the T30P/T30 phones, so ask your system administrator to set up a Multicast Paging key for your phone.

Before You Begin

Get the multicast IP address and port number from your system administrator.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Key Event** from the **Type** field.
  d. Select **Multicast Paging** from the **Key Type** field.
  e. (Optional) Enter the paging group name in the **Label** field.
  f. Enter the multicast IP address and port number (for example, 224.5.6.20:10008) in the **Value** field.
  g. Enter the desired channel between 0 and 30 in the **Channel** field.
  h. Select **Save**.
- For T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Key Event** from the **Type** field.
  d. Select **Paging** from the **Key Type** field.
  e. (Optional) Enter the paging group name in the **Label** field.
  f. Enter the multicast IP address and port number (for example, 224.5.6.20:10008) in the **Value** field.
  g. Enter the desired channel between 0 and 30 in the **Channel** field.
  h. Select **Save**.
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Dsskey**.
  c. Select the desired line key.
  d. Select **Key Event** from the **Type** field.
  e. Select **Paging** from the **Key Type** field.
  f. (Optional) Enter the paging group name in the **Label** field.
  g. Enter the multicast IP address and port number (for example, 224.5.6.20:10008) in the **Value** field.
  h. Enter the desired channel between 0 and 30 in the **Channel** field.
  i. Select **Save**.
- For CP925/CP935W/CP965 phones:
  a. Tap **Dsskey**.
  b. Select the desired line key.

c. Select

.

d. Select **Key Event** from the **Type** field.

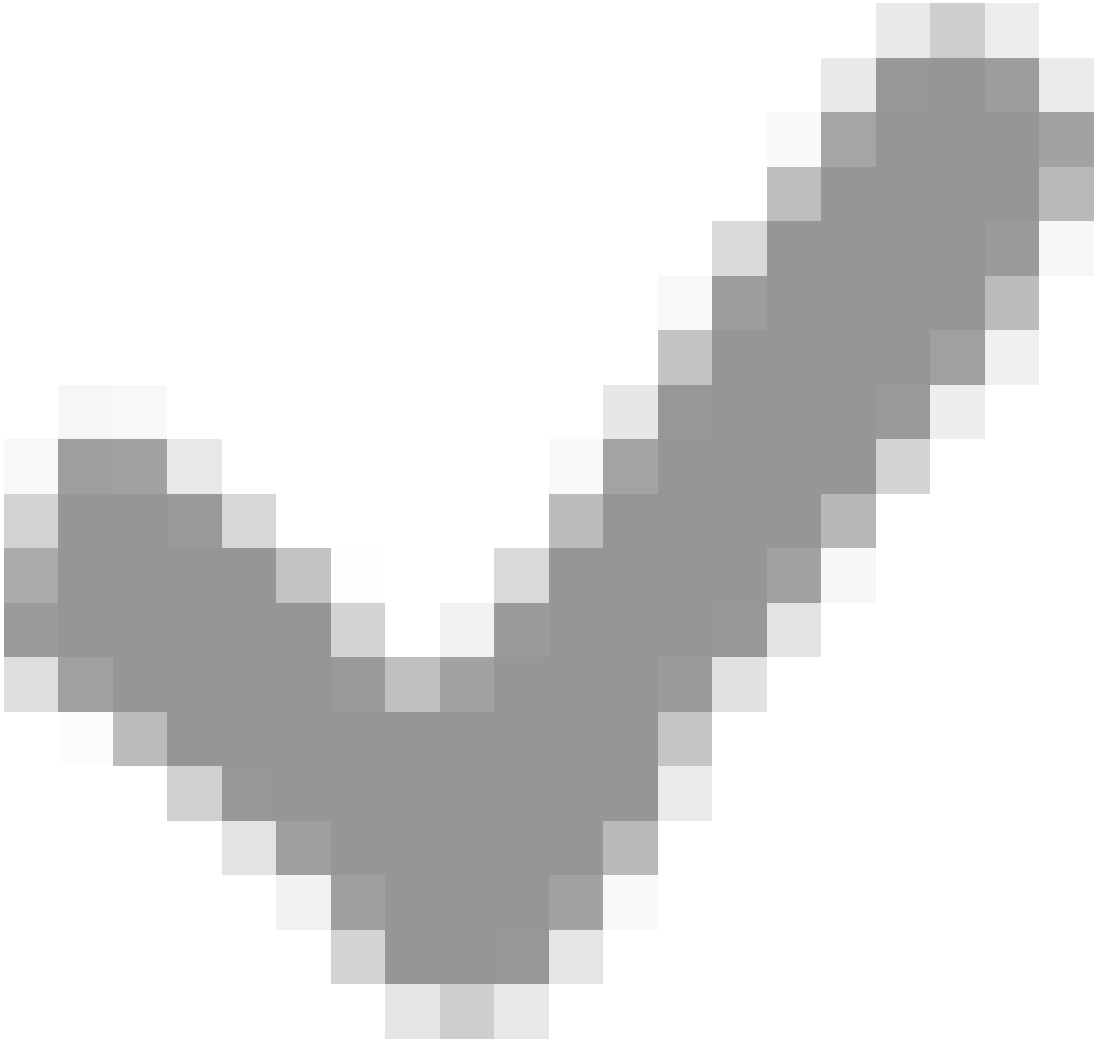
e. Select **Multicast Paging** from the **Key Type** field.

f. (Optional) Enter the paging group name in the **Label** field.

g. Enter the multicast IP address and port number (for example, 224.5.6.20:10008) in the **Value** field.

h. Enter the desired channel between 0 and 30 in the **Channel** field.

i. Select



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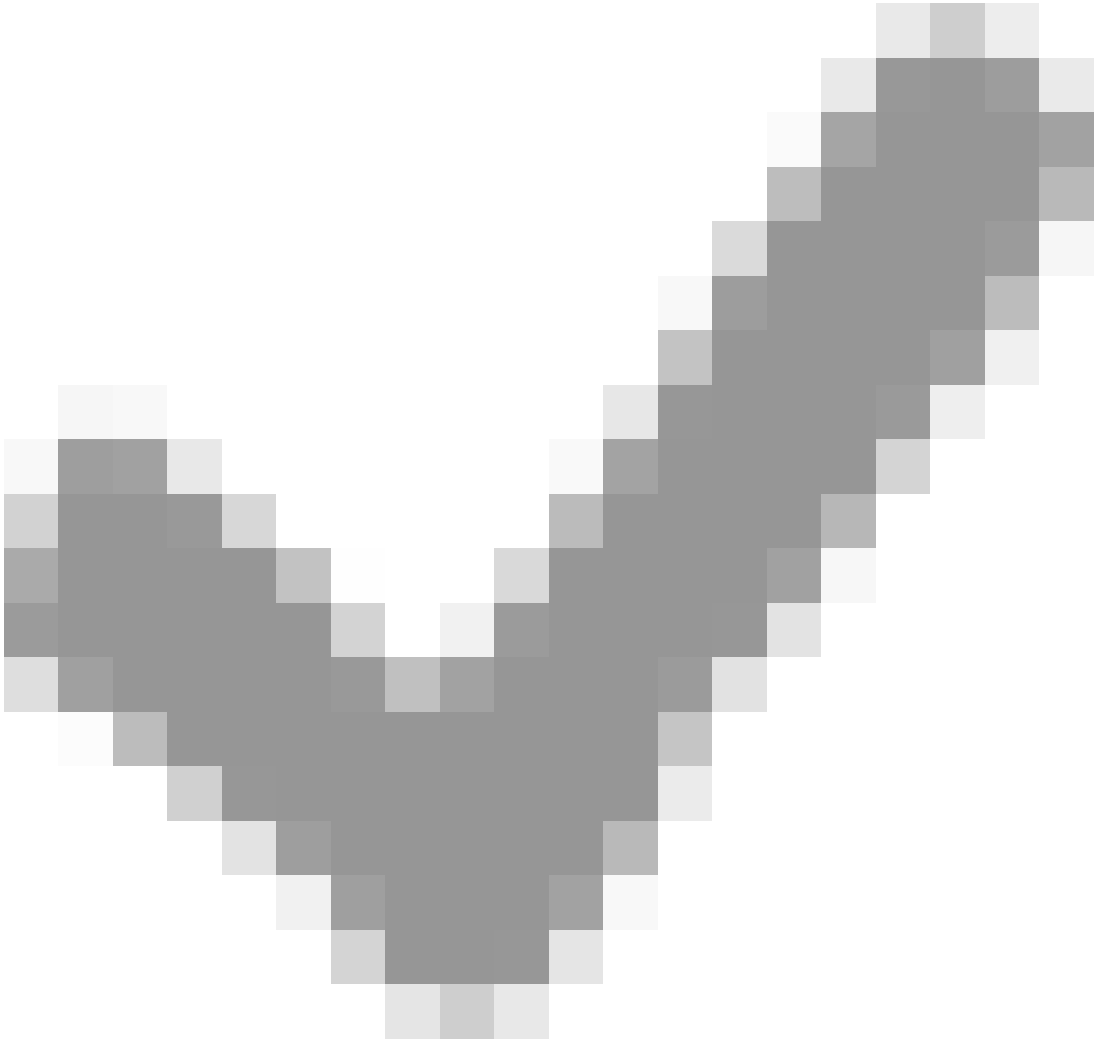
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Features** > **Dsskey**.
  c. Select the desired line key.
  d. Select **Key Event** from the **Type** field.
  e. Select **Multicast Paging** from the **Key Type** field.
  f. (Optional) Enter the paging group name in the **Label** field.
  g. Enter the multicast IP address and port number (for example, 224.5.6.20:10008) in the

Value field.

h. Enter the desired channel between 0 and 30 in the **Channel** field.

i. Select



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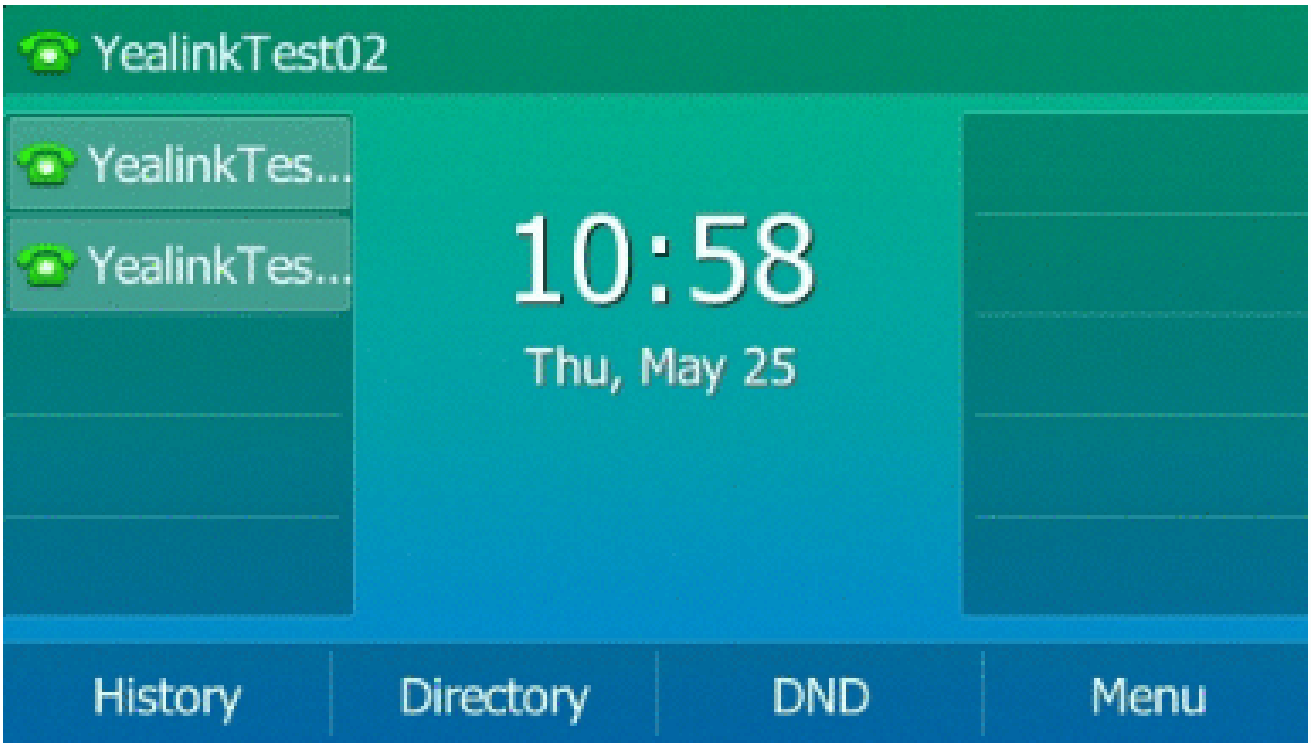
The following takes T54W as an example.



Multicast RTP is one-way from the sender to the multicast address(es) (receiver). For outgoing RTP multicasts, all other existing calls on the phone will be placed on hold.

Send Paging by Multicast Paging Key

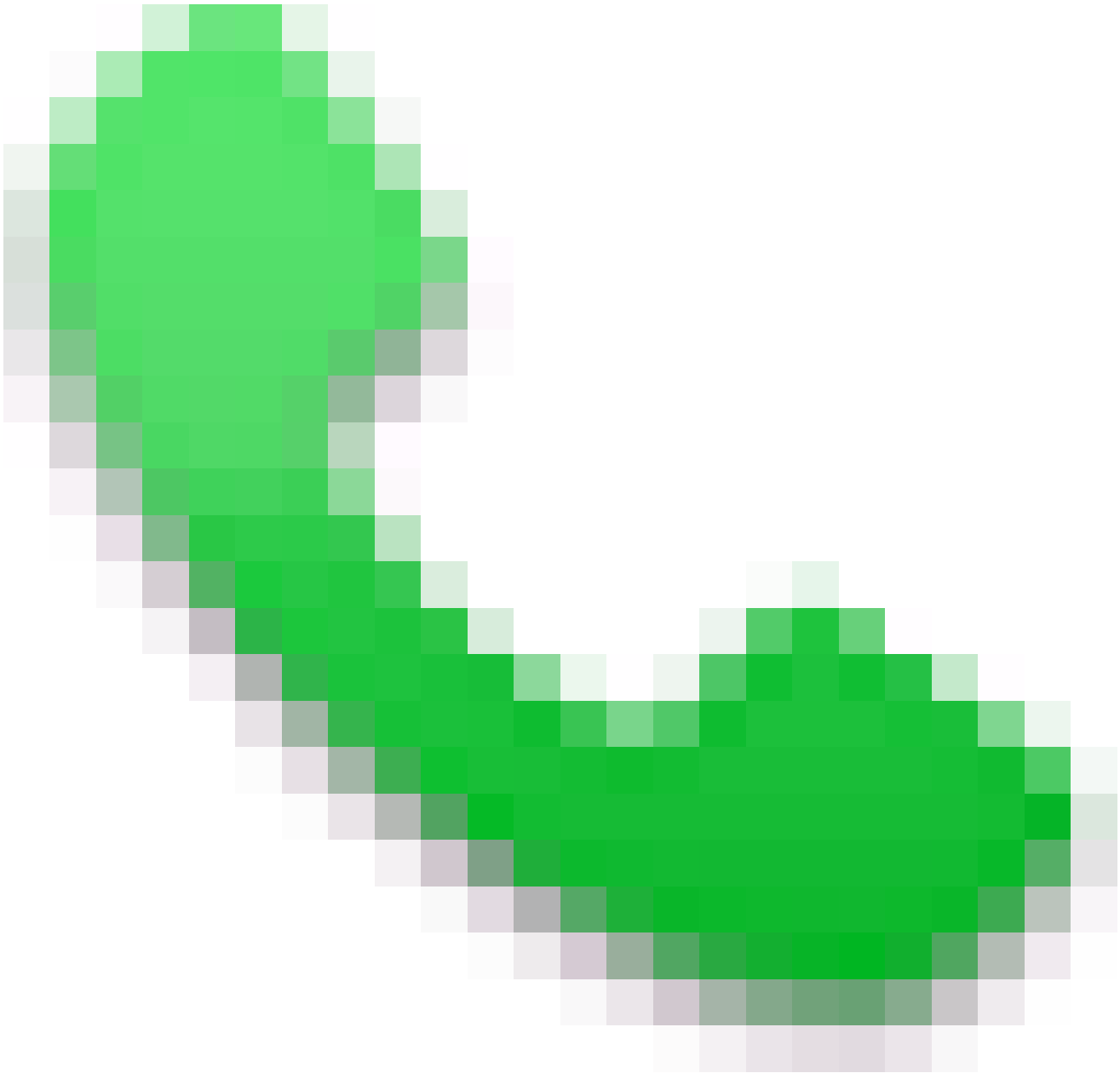
You can send paging by using the Multicast Paging key when the phone is idle.

Before You Begin

You need to set a **Multicast Paging** key in advance. If you are using the T30P/T30 phones, check with your system administrator if the Multicast Paging key has been set for your phone.

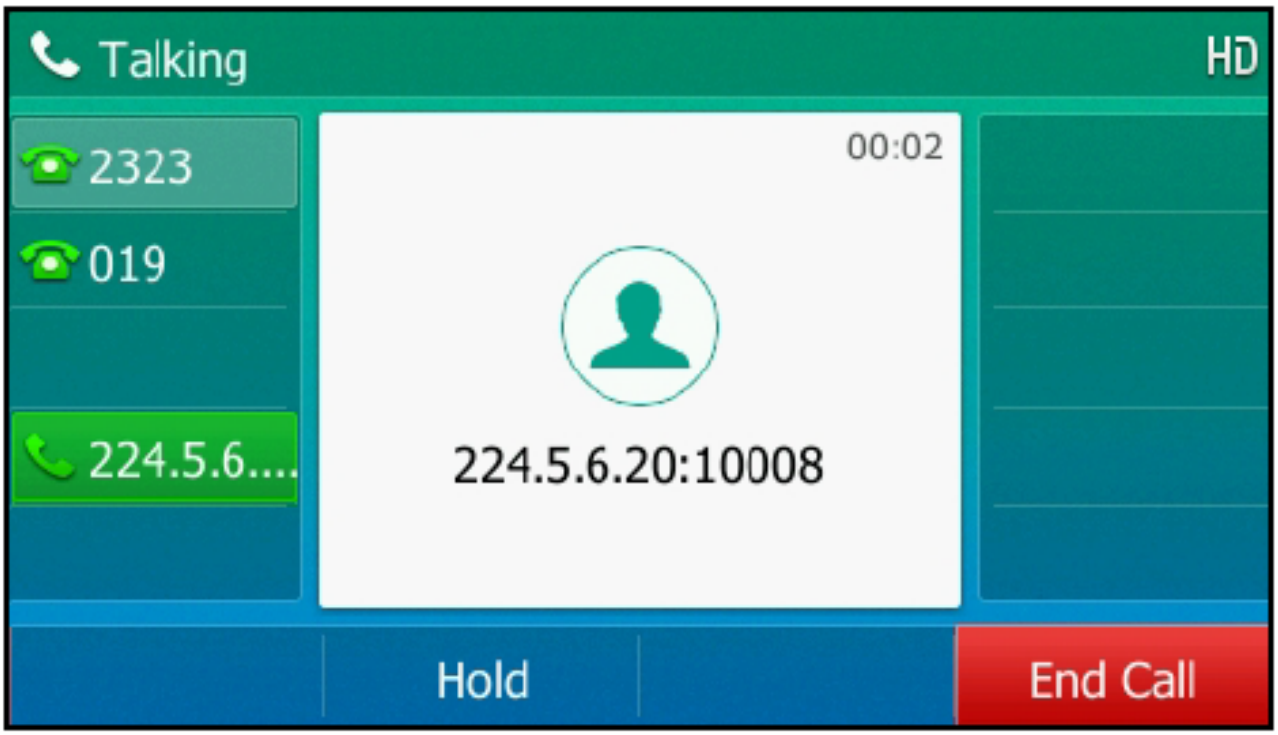
Procedure

1. Press the **Multicast Paging** key when the phone is idle.
2. Both your phone and the receiver's phone play a warning tone, and the multicast RTP session will be automatically answered on the receiver's phone in speakerphone (hands-free) mode.
3. For T48S/T48G/T48U/VP59/T58A/T58W/T77U/T87W/T88W (Pro)/T88V Pro phones, the multicast paging key icon indicator will become



and green. On other IP phones, the multicast paging key LED glows green.

4. The multicast paging key LED glows green on all IP phones except the T30P/T30 phones.
5. The following figure shows a multicast RTP session on the phone:



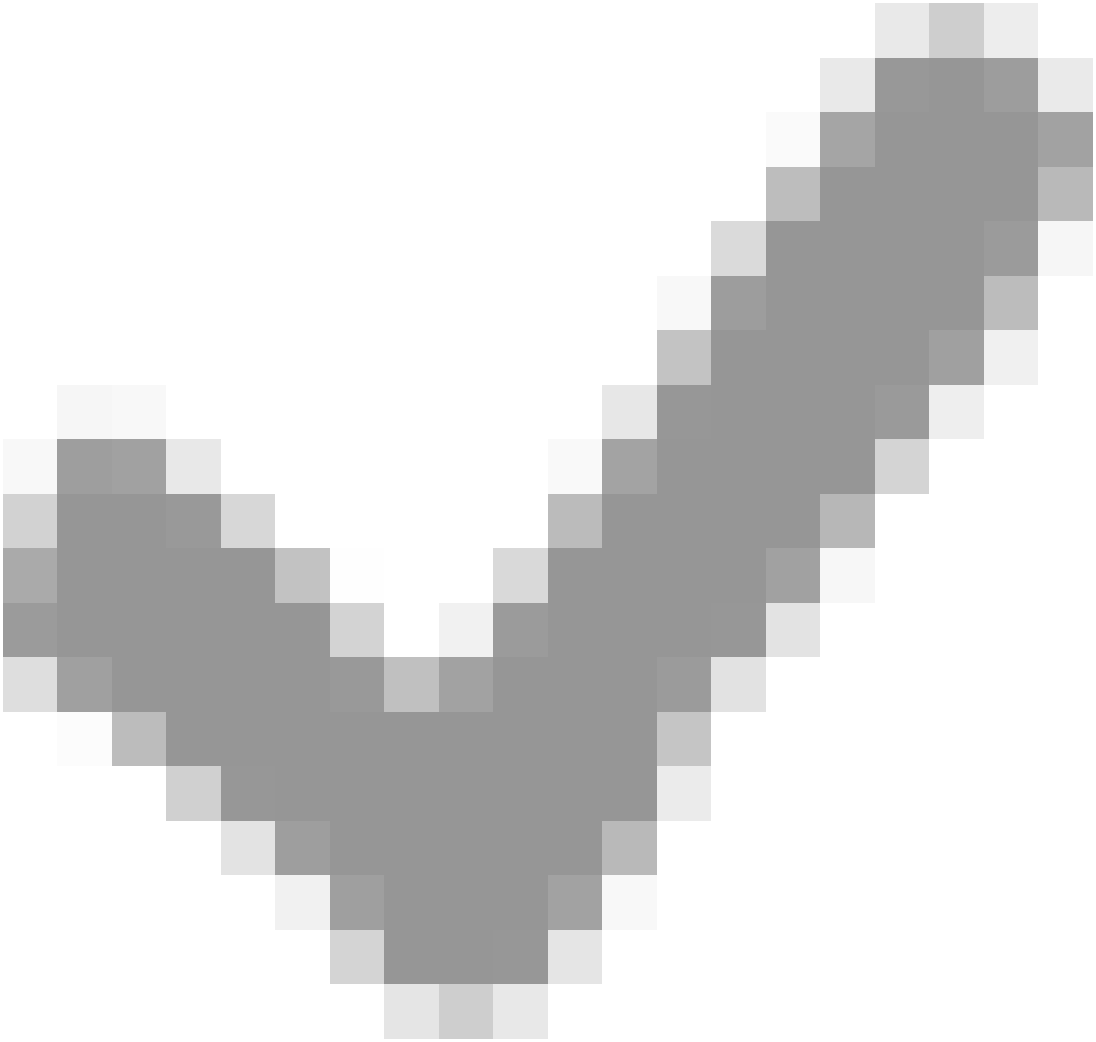
Set Paging List Key

You can set a **Paging List** key to access the paging groups on the idle screen.

The line key is unavailable on the T30P/T30 phones, so ask your system administrator to set a Paging List key for your phone.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T8X phones, go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
   - For CP925/CP935W phones, tap **Dsskey**.
   - For VP59/T58A/T58W phones:
     i. Swipe left or right to go to the second idle screen.
     ii. Go to **Settings** > **Features** > **Dsskey**.
2. Select the desired line key.
3. Select **Key Event** from the **Type** field.
4. Select **Paging List** from the **Key Type** field.
5. (Optional) Enter the string displayed on the phone screen in the **Label** field.
6. Select **Save** or tap



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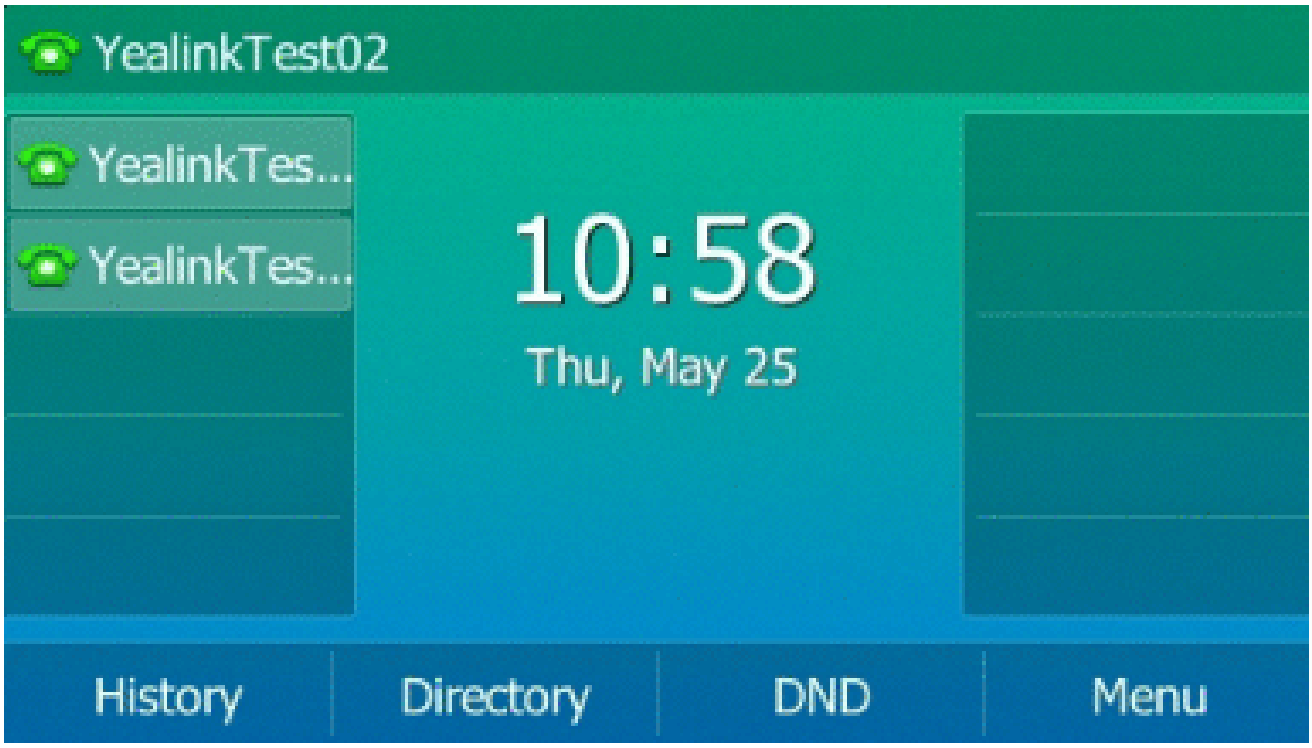
7. *The following takes T54W as an example.*



By default, you can press and hold the desired line key to set it.

Set Paging Group

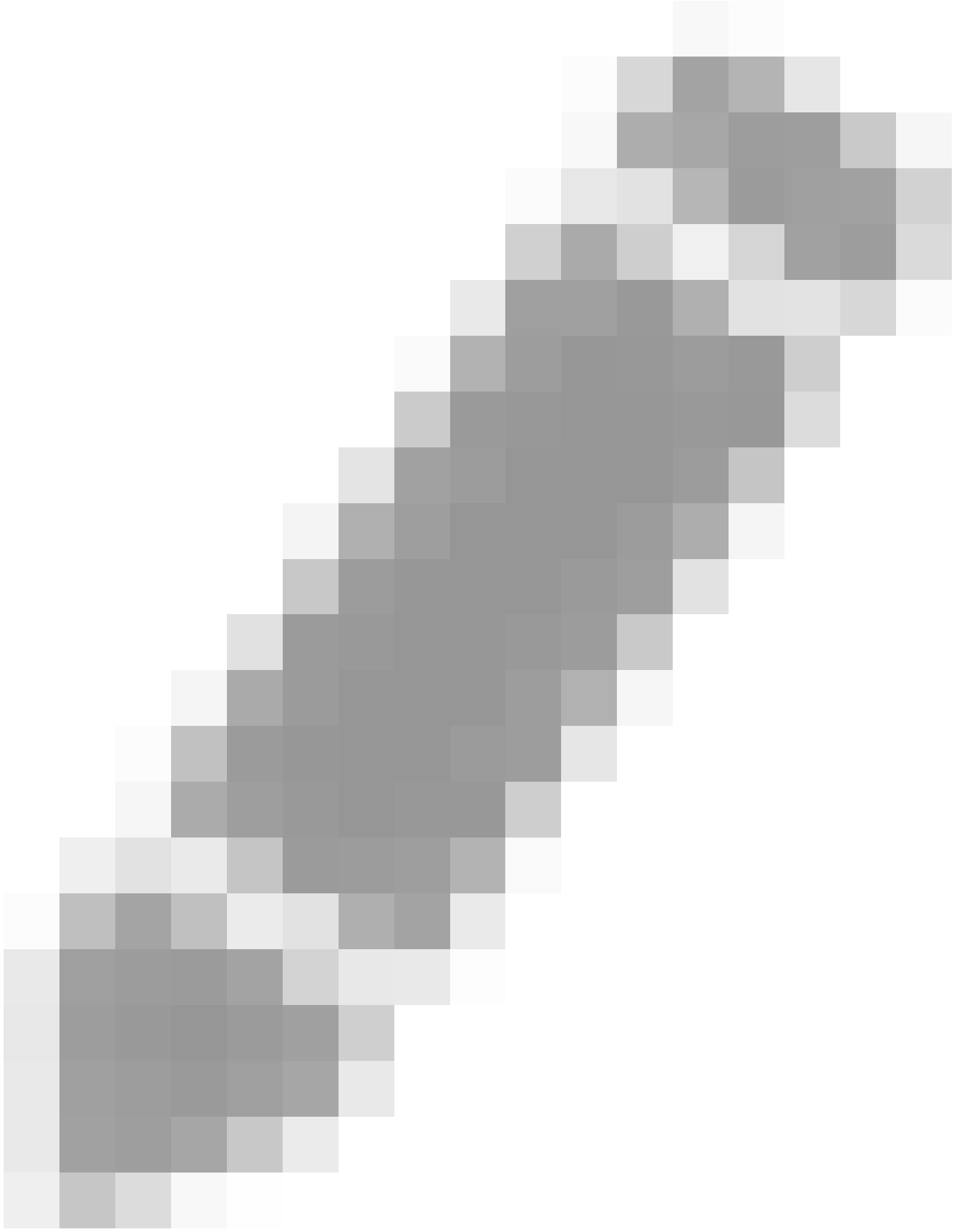
You can edit the information of the paging group.

Before You Begin

A **Paging List** key is set in advance. Get the multicast IP address and port number from your system administrator.

Procedure

1. Press the **Paging List** key when the phone is idle.
2. Select the desired paging group. *The default tag is **Empty** if it is not configured before.*
3. Select **Option** > **Edit**.
   - For T48S/T48G/T48U/T57W phones, tap **Edit**.
   - For VP59/T58A/T58W phones, select

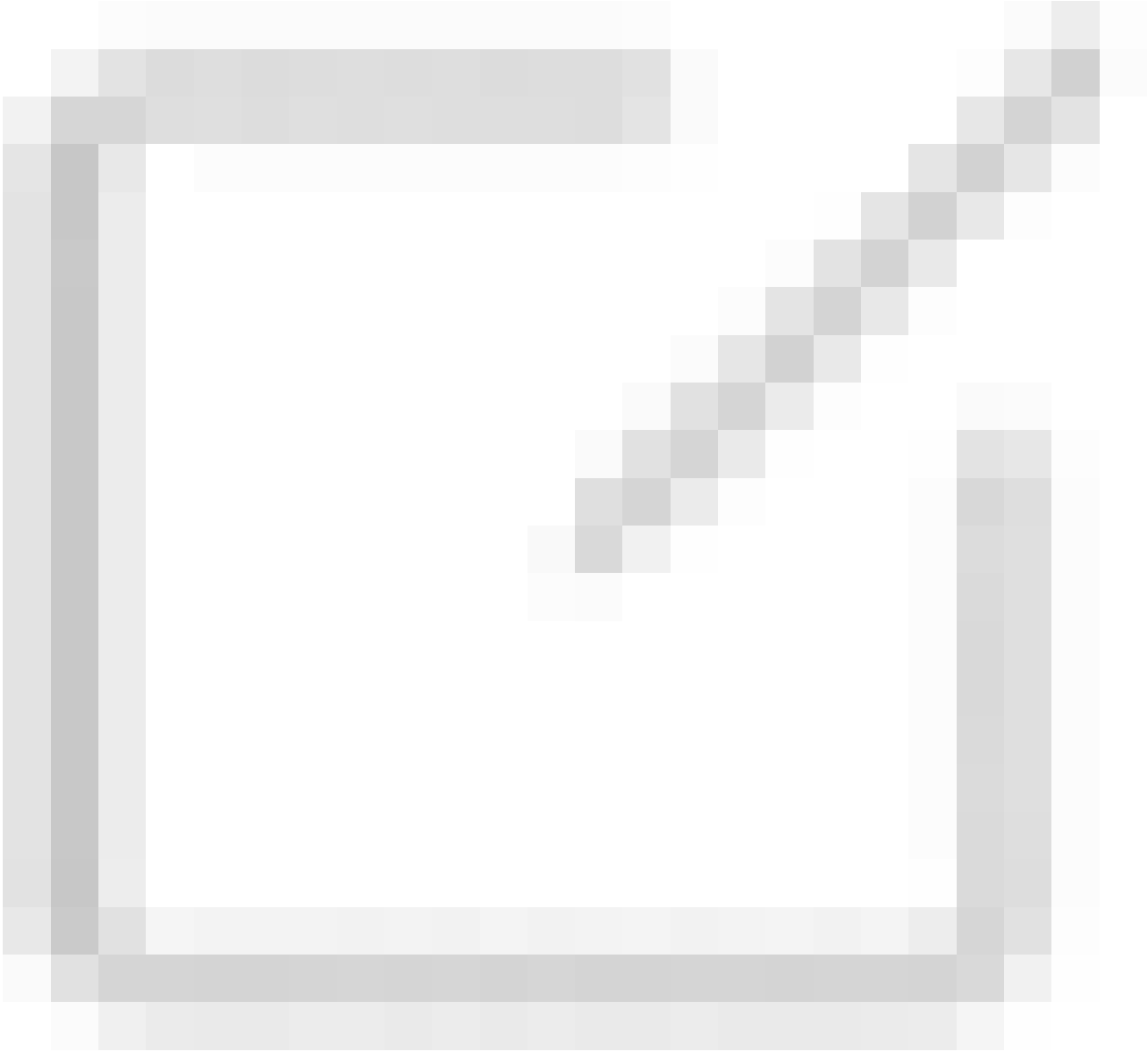


after the desired paging group.

- For T77U/T87W/T88W (Pro)/T88V Pro phones, select

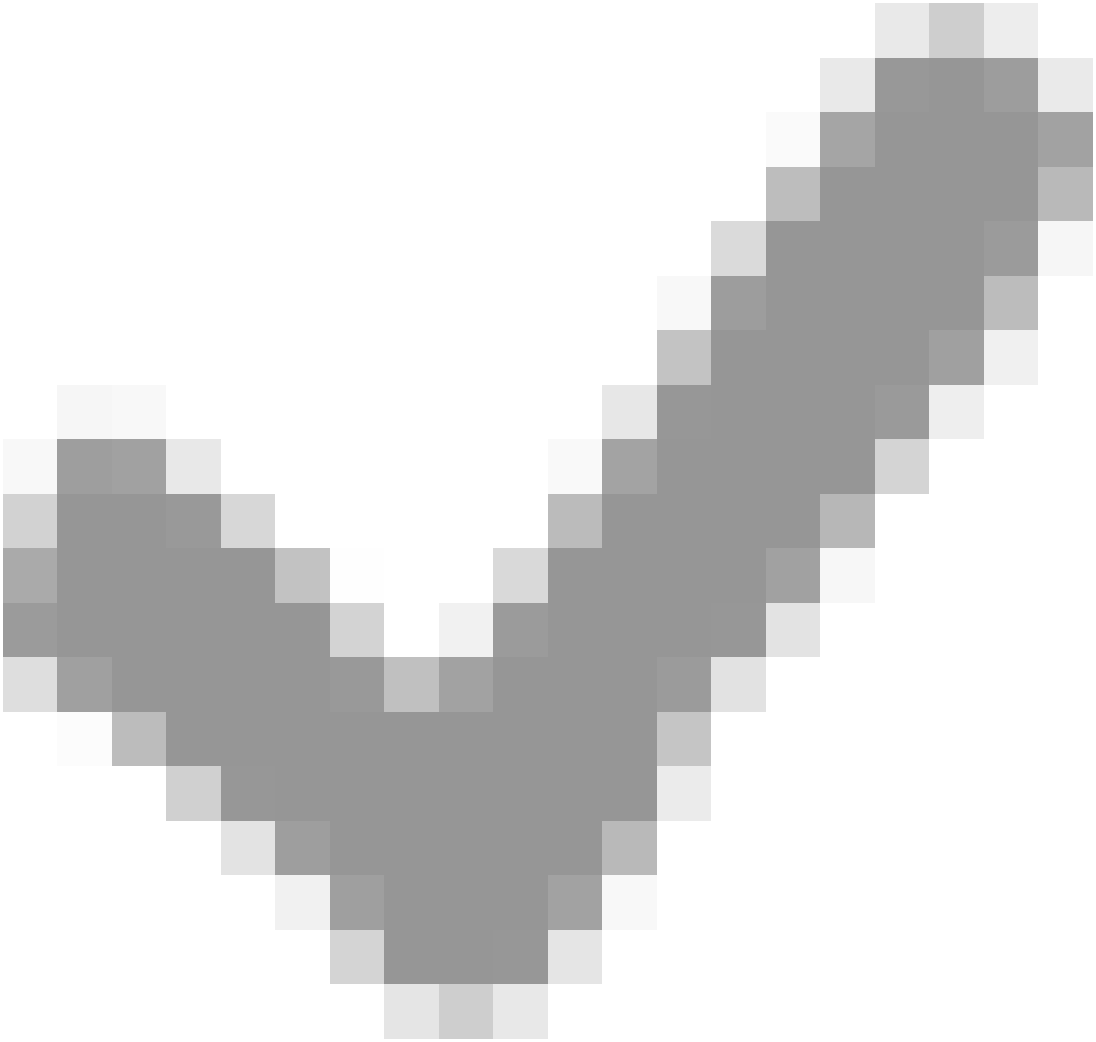
after the desired paging group.

- For CP925/CP935W/CP965, select



after the desired paging group.

4. Enter the multicast IP address and port number (for example, 224.5.6.20:10008) in the **Address** field.
5. Enter the string displayed on the phone screen in the **Label** field.
6. Enter the desired channel between 0 and 30 in the **Channel** field.
7. Select **Save** or tap



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8. To set more paging groups, repeat steps 2 to 7.

Send Pages by Paging List Key

You can send paging using the **Paging List** key when the phone is idle.

Before You Begin

You need to set a **Paging List** key in advance.

Procedure

1. Press the **Paging List** key when the phone is idle.

2. Select the desired paging group.
3. Select **Paging** to send RTP.
   - For T77U/T87W/T88W (Pro)/T88V Pro phones, select

     > **Paging** after the desired paging group.

Both your phone and the receiver's phone play a warning tone, and the multicast RTP session will be automatically answered on the receiver's phone in speakerphone (hands-free) mode.

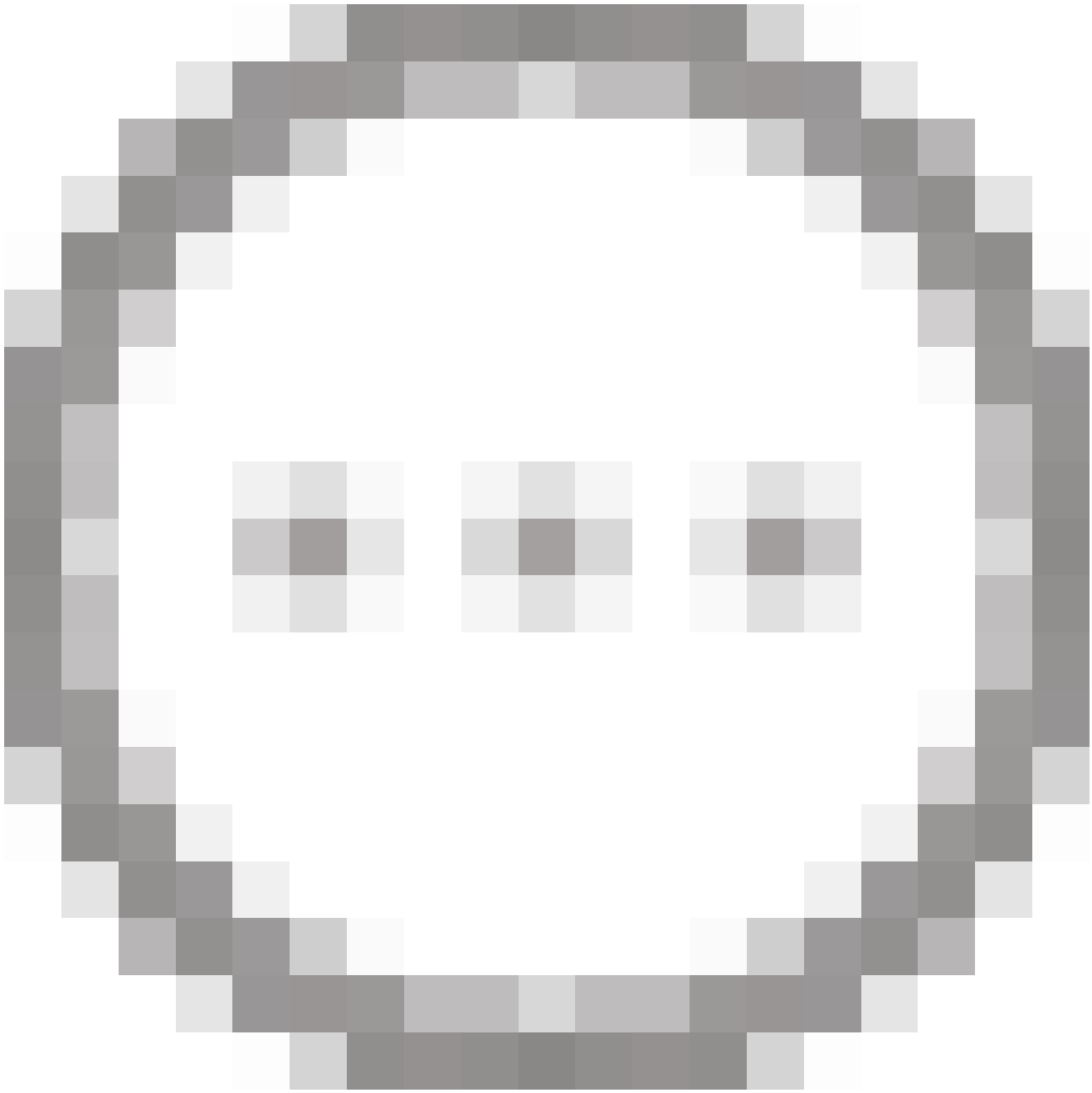
Delete Paging Group

You can delete any group from the paging group list.

Procedure

Do one of the following:

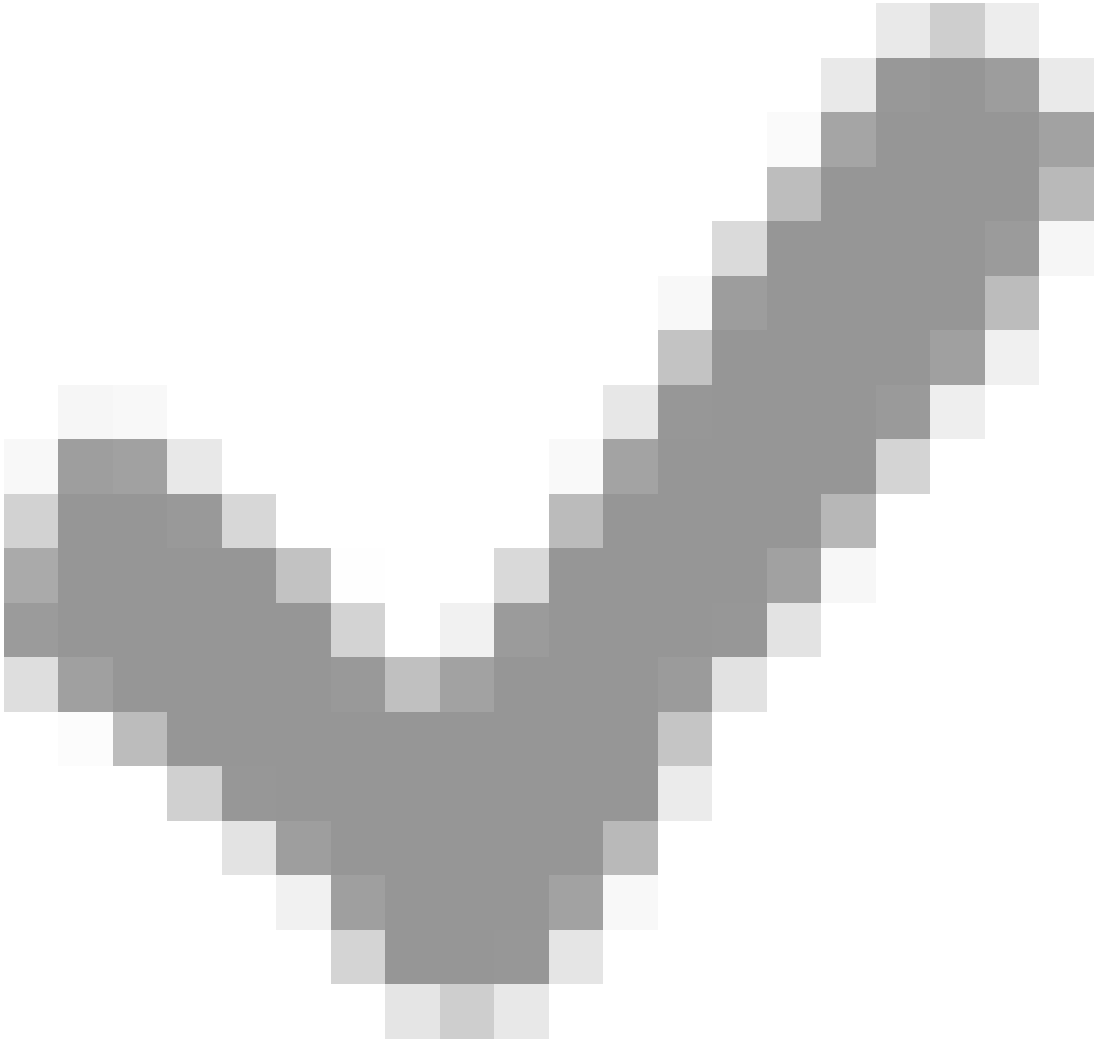
- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W/T85W phones:
  a. Press the **Paging List** key when the phone is idle.
  b. If the Paging List key is not set, go to **Menu** > **Features** > **Paging List**.
     - For T33P/T33G/T73U/T73W/T74U/T74W/T85W phones, go to **Menu** > **Features** > **Others** > **Paging List**.
  c. Select the desired paging group.
  d. Select **Option** > **Delete**.
  e. For T48S/T48G/T48U/T57W phones, tap **Delete**.
  e. Select **OK**.
- For VP59/T58A/T58W phones:
  a. Tap the Paging List key when the phone is idle.
  b. If the Paging List key is not configured, you can also swipe left or right to go to the second idle screen. And then go to **Settings** > **Features** > **Paging List** to configure the paging list.
  c. Select



after the desired paging group.

d. Select **Option** > **Delete**.

e. Select



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- For T77U/T87W/T88W (Pro)/T88V Pro phones:
  a. Press the **Paging List** key when the phone is idle.
  b. If the Paging List key is not set, go to **Menu** > **Features** > **Paging List**.
  c. Select

  > **Delete** after the desired paging group. Select **Option** > **Delete**.
  d. Select **OK**.
- For CP925/CP935/CP965 phones:

a. Tap the Paging List key when the phone is idle.

b. If the Paging List key is not configured, you can also swipe left or right to go to the second idle screen. And then go to **More** > **Features** > **Paging List** to configure the paging list.

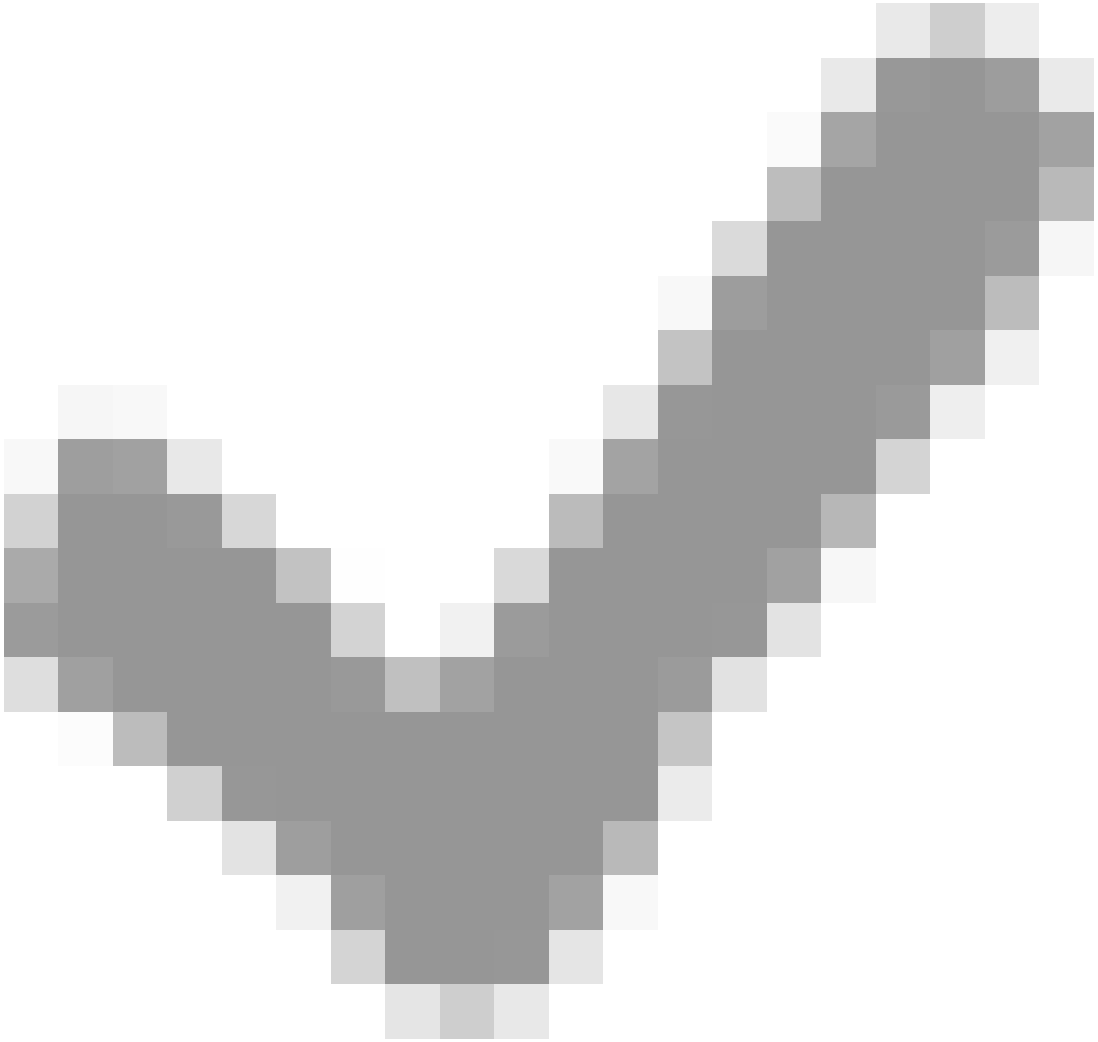
c. For CP965 phones, go to **More** > **Settings** > **Features** > **Paging List** to configure the paging list.

c. Select

after the desired paging group.

d. Select **Option** > **Delete**.

e. Select



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The phone prompts you to delete the paging group or not.

Receive Multicast Paging

Multicast Paging allows you to broadcast instant audio announcements to users listening to a specific multicast group on a specific channel.

The phone supports the following 31 channels:

- **0**: Broadcasts are sent to channel 0. It is the default channel.

- **1 to 30**: Broadcasts are sent to channels 1 to 30. We recommend that you specify these channels when broadcasting with Yealink IP phones.

> All IP phones in the multicast paging group must be deployed in the same subnet since a broadcast is used. The phone can only send/receive broadcasts to/from the listened channels. Other channels' broadcasts will be ignored automatically by the IP phone.

Your system administrator has set up a listening paging group for you, and you can automatically receive a paging call when the phone is idle.
When there is a voice call or a paging call in progress, or when DND is activated on your phone, the phone handles the new paging call differently according to the multicast listening settings configured by your system administrator.

Manage a Paging Call

Introduction

Multicast Paging allows you to broadcast instant audio announcements to users listening to a specific multicast group on a specific channel.
The phone supports the following 31 channels:

- **0**: Broadcasts are sent to channel 0. It is the default channel.
- **1 to 30**: Broadcasts are sent to channels 1 to 30. We recommend that you specify these channels when broadcasting with Yealink IP phones.

> All IP phones in the multicast paging group must be deployed in the same subnet since a broadcast is used. The phone can only send/receive broadcasts to/from the listened channels. Other channels' broadcasts will be ignored automatically by the IP phone.

During a paging call, you can manage it manually at any time.

Procedure

Do one of the following:

- Select **Hold** to place the current paging call on hold.
- *The paging call is placed on hold, and the receiver releases the session*
- Select **Resume** to resume the held paging call.
- *The multicast RTP session is re-established.*

- Select **End Call** (**EndCall**) to end the paging call.
- Select **DND** to enable or disable DND mode.
- Select **Mute** to mute the multicast RTP session.
- Select

> **Record to record** a call.

Place Audio-only or Video Call

Place Audio-only or Video Call

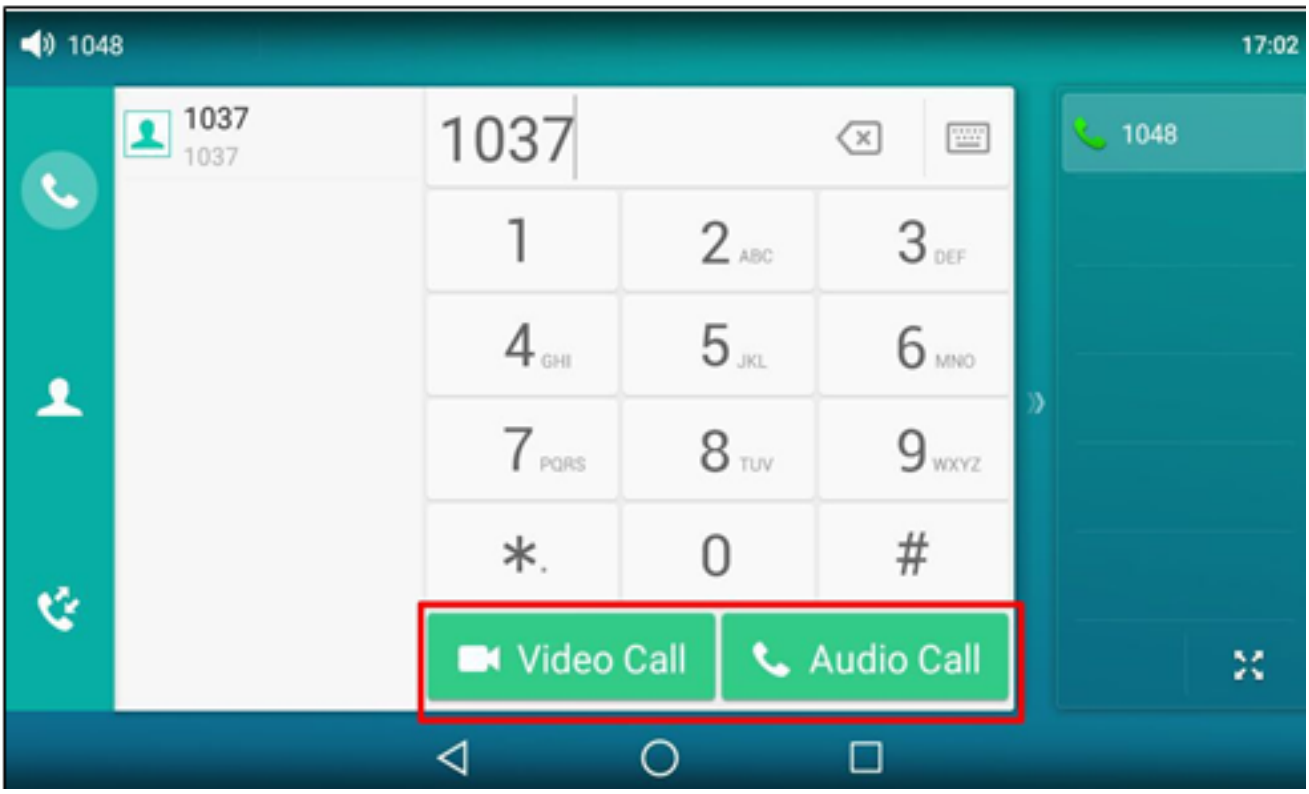
Introduction

You can choose to initiate an audio-only call or a video call.

> It is only applicable to VP59/T58A/T58W/T88V Pro.

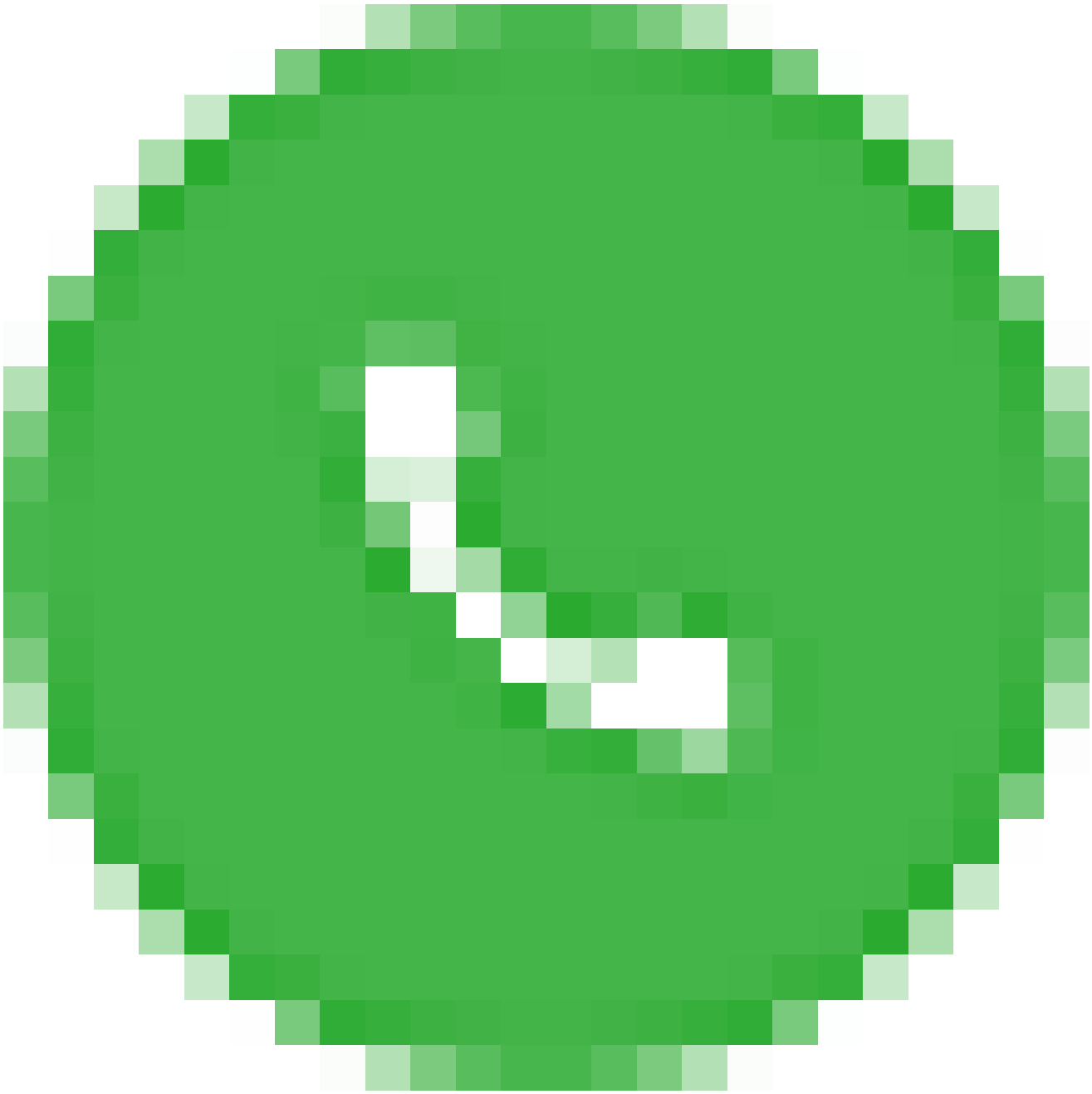
Procedure

1. When the phone is idle, do one of the following:
   - Enter the desired number.
   - Tap the line key and enter the desired number.



2. Tap **Video Call**(

)/**Audio Call**(



) to place a video call or audio-only call.

Answer Video Call

Introduction

When an incoming video call arrives, you can choose to answer the call with audio-only or video.

It is only applicable to VP59/T58A/T58W/T88V Pro.

Procedure

When an incoming call arrives, the phone screen is shown below:

Tap **Audio** or **Video** to establish an audio-only call or video call.

Switch Video & Audio-only Call

Introduction

Your system administrator can allow you to switch between a video call and an audio-only call during an active call.

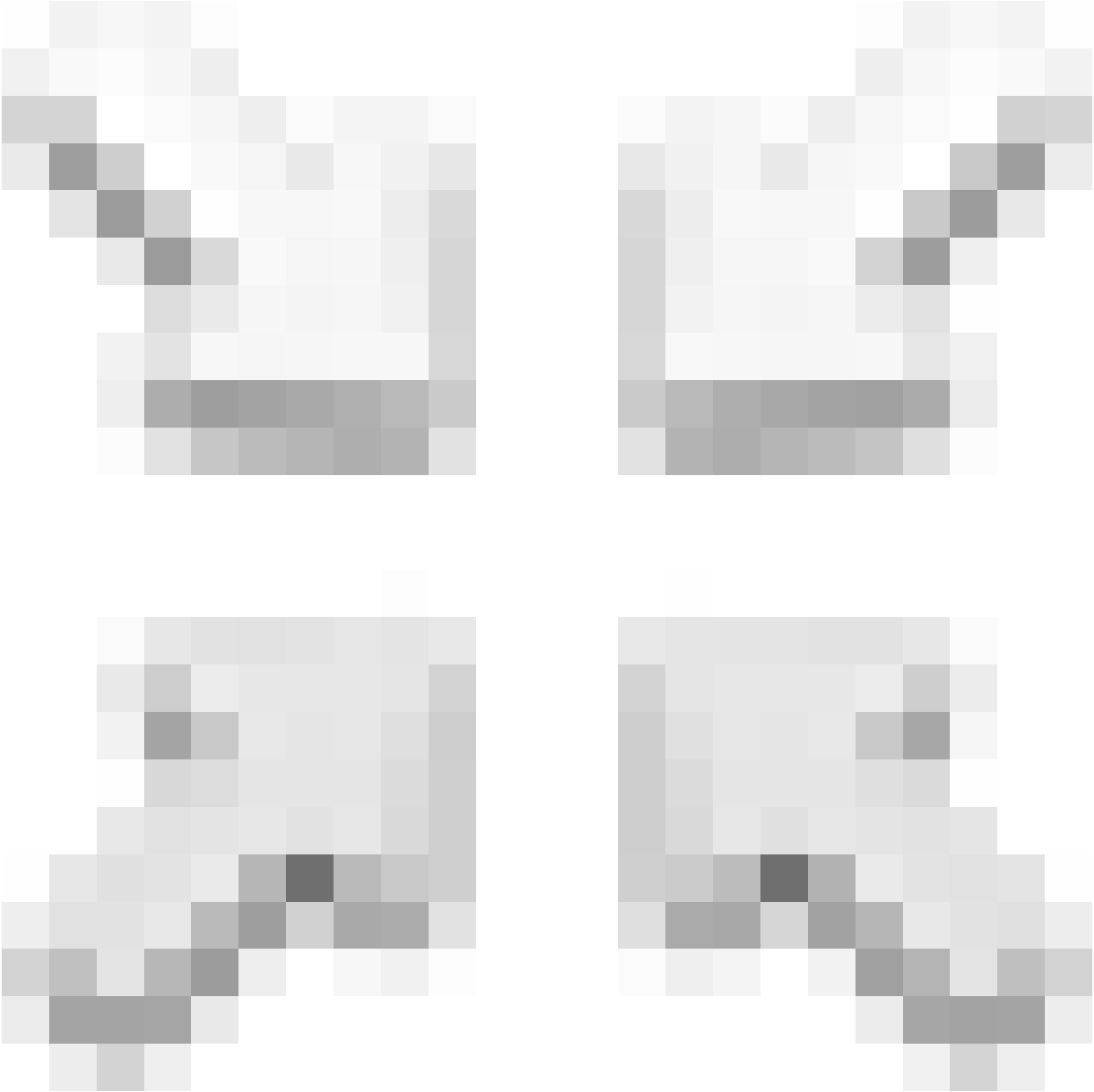
- It is only applicable to VP59/T58A/T58W/T88V Pro.
- You cannot switch between a video and audio-only call during a three-way conference or while the call is placed on hold.

Switch to Audio-only Call

During the video call, you can switch to an audio-only call quickly.

Procedure

1. During an active video call, tap



if required (for T58W, tap the screen).

2. Tap **Audio Only**.
3. The audio-only call is automatically established.

Initiate Video Call

Procedure

During an audio-only call, tap **Add Video**.

By default, the video call is automatically established with the video-enabled party.

If the other party can only establish an audio-only call, the phone prompts "The other end is not available".

Switch Calls Screen & Idle Screen

Return to Idle Screen during Call

Introduction

During the call, you can access other applications to confirm some issues. After the operation, you can return the call conveniently.

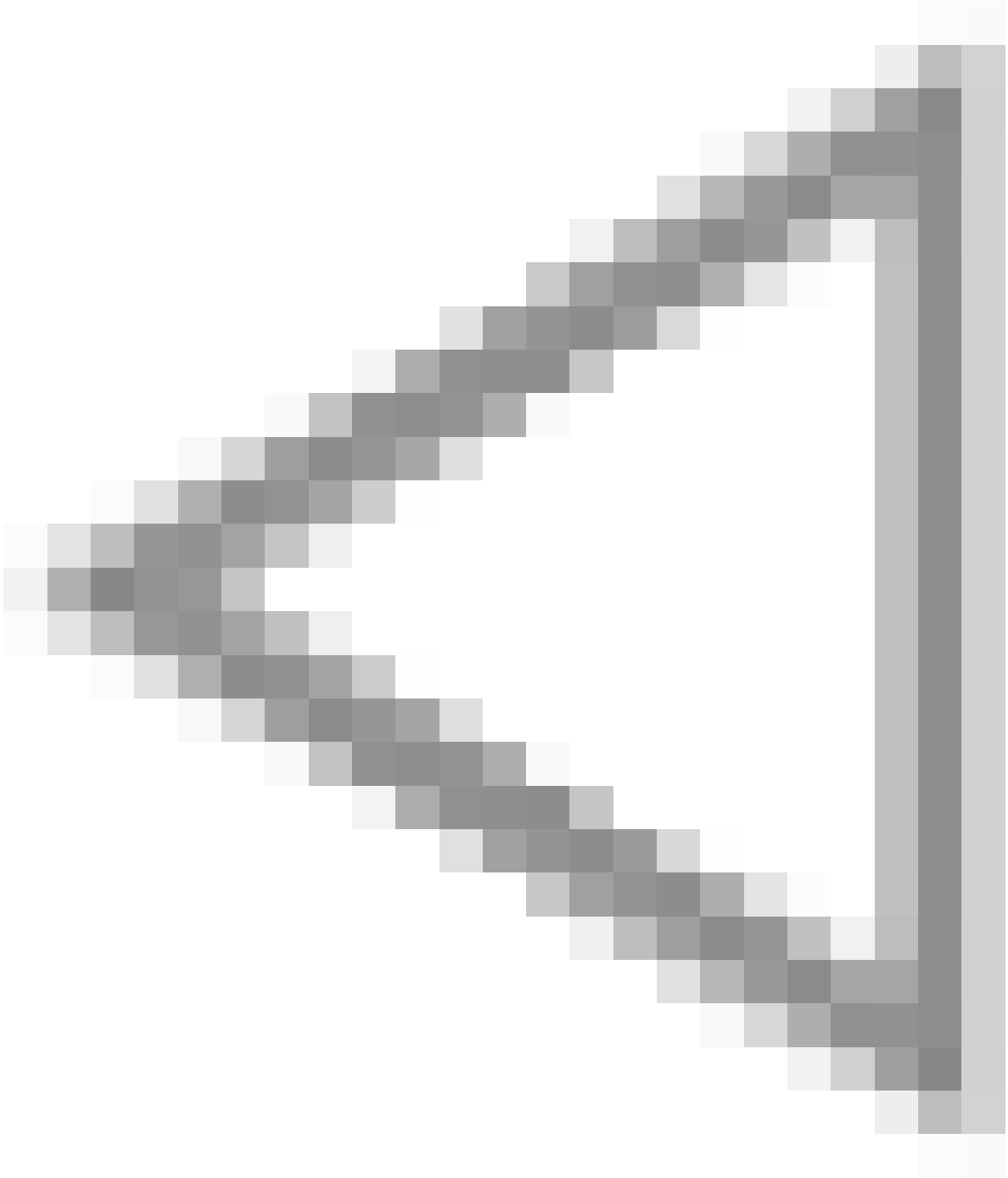
> It is only applicable to VP59/T58A/T58W/T88W (Pro)/T88V Pro.

You can return to the idle screen to access other applications during the call.

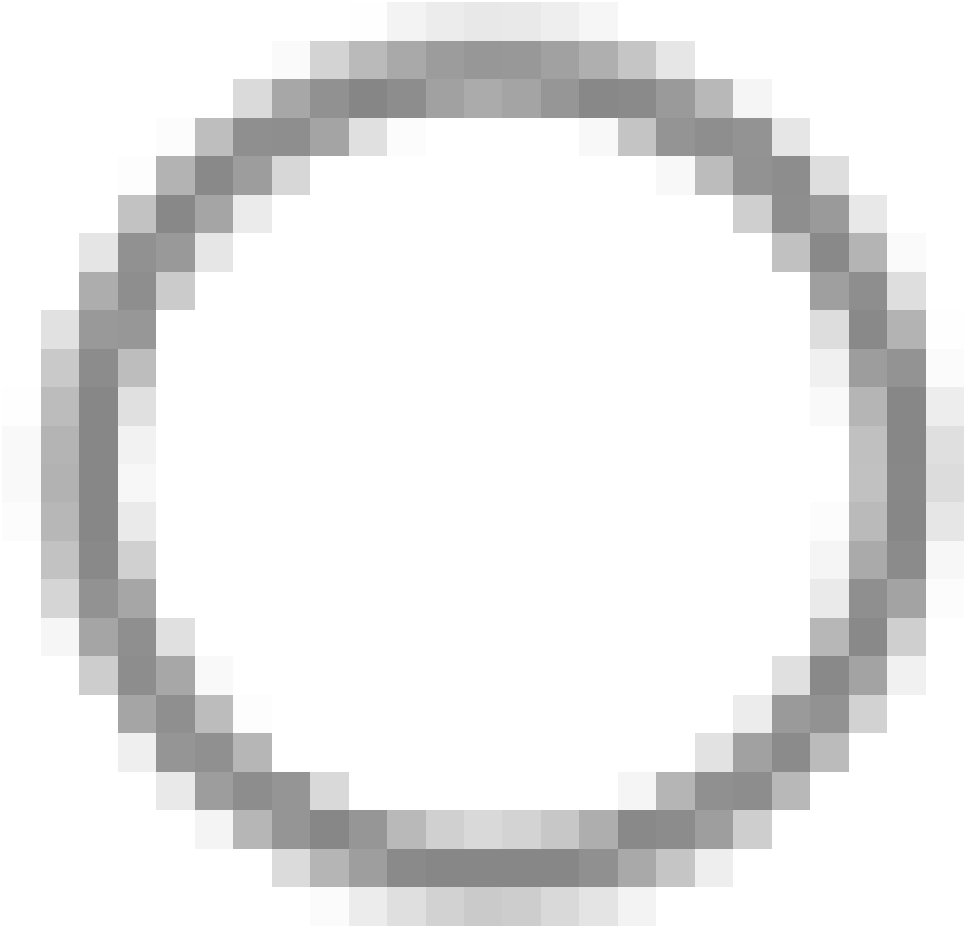
Procedure

Do one of the following:

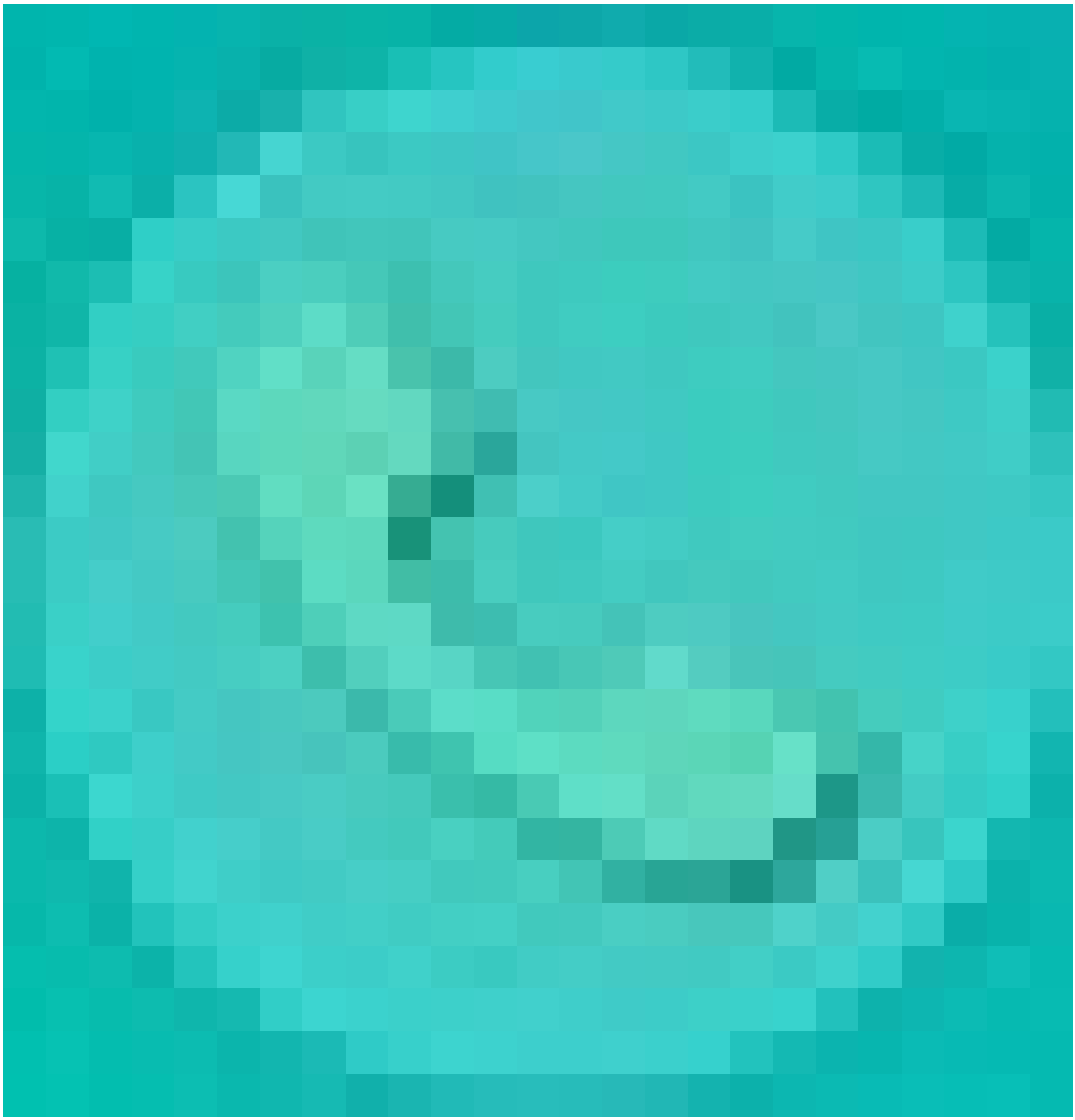
- For most phones, tap



,



or



to go back to the idle screen.

- For T58W, tap **More** > **Home Page**.
- For T88W (Pro)/T88V Pro, slide up the calling screen.

Switch Calls Screen & Idle Screen

Introduction

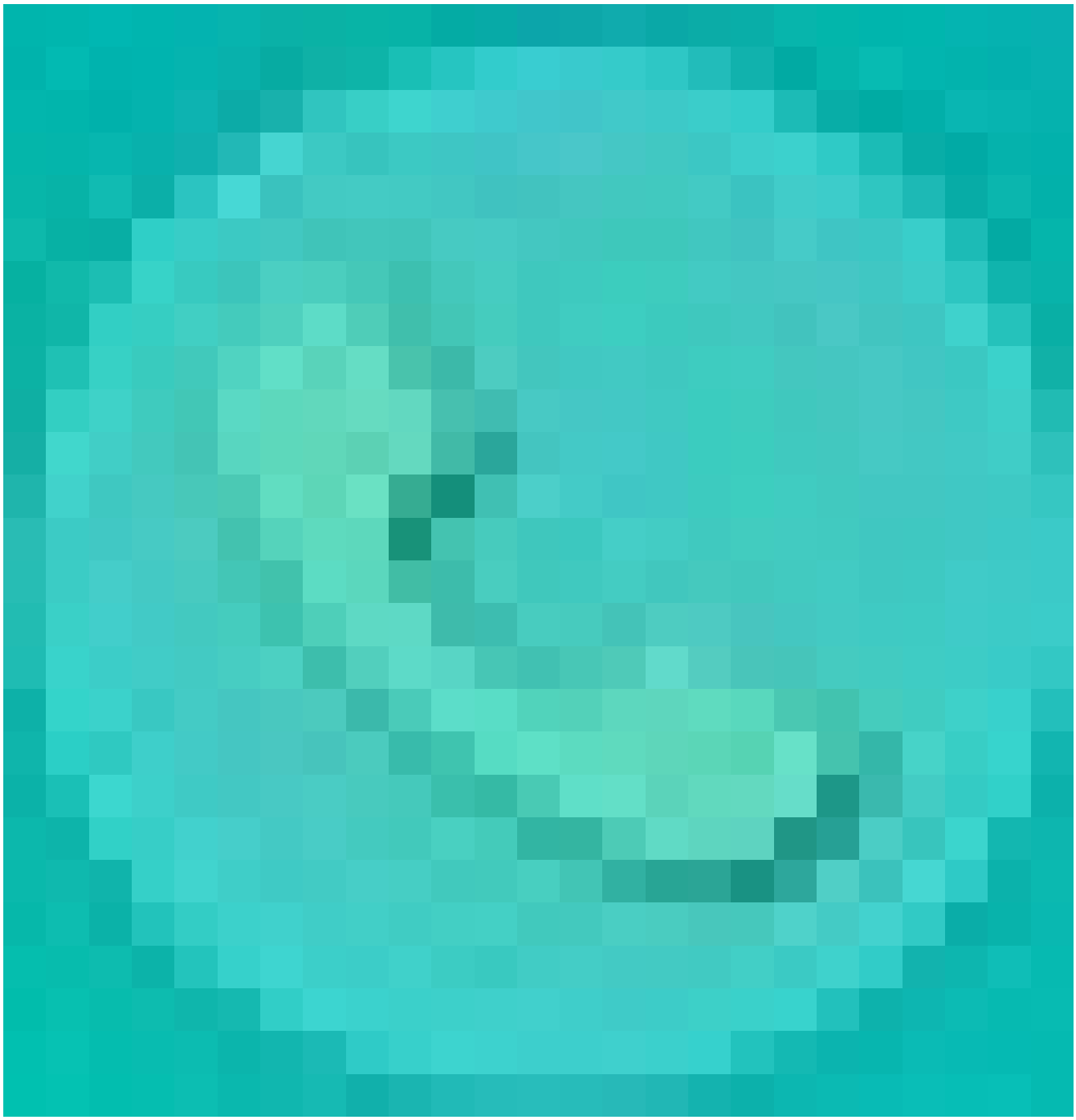
After returning to the idle screen, you can return to the talking screen as long as the call has not ended.

> It is only applicable to VP59/T58A/T58W/T88W (Pro)/T88V Pro.

Procedure

Do one of the following when you are on the idle screen:

- Tap



.

- Tap **Back To Talking** at the top of the phone screen.
- Tap the floating video window.

Option during a Video Call

Stop Transmitting Video During Call

Introduction

When you do not want the phone to transmit your video during a video call, you can stop it.

> It is only applicable to VP59/T58A/T58W/T88V Pro.

Procedure

Do one of the following:

- Unplug the camera.
- Swipe down from the top of the video call screen and tap **Video**.

Your phone will not transmit video to your contact, and the far site cannot see you.

> Stopping the transmission of video does not create an audio-only call. Even if you stop transmitting video, you can see the other party, and the call is still a video call. To place an audio-only call, contact your system administrator.

Change Video Layout During Call

Introduction

> It is only applicable to VP59/T58A/T58W/T88V Pro.

During video calls, near-site and far-site video images are displayed on the phone screen. You can change the video layout.

The T58A/VP59 phone supports two video layouts:

- **One large, other small**: One video image is displayed in a large size, and the other video images along the right side of the screen are displayed in small sizes.
- **Full screen**: One video image is displayed in full size, and the other video images are hidden.

Swap Video

During a video call, you can switch the locations of near-site video and far-site video.

Procedure

Tap the small video window during a video call.

Change Video Layout to Full Screen Mode

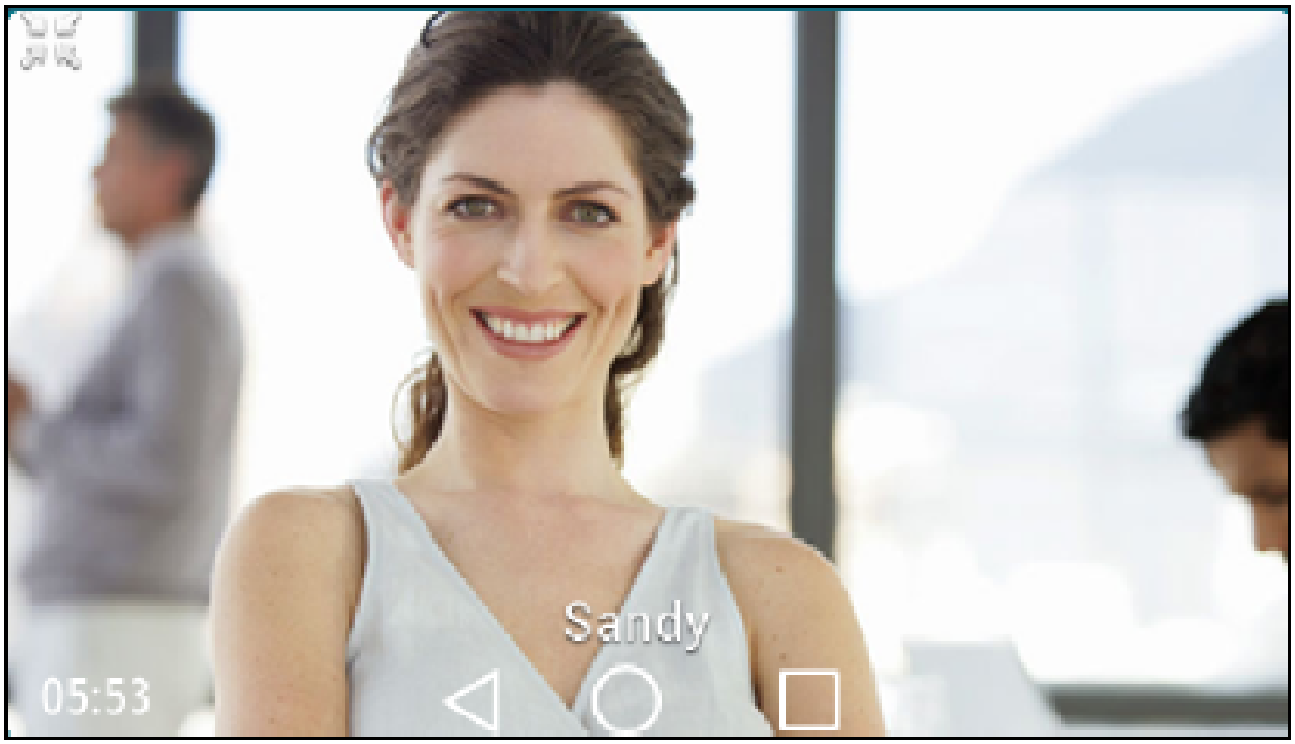
You can change the video layout from "one large, other small" to the full screen mode.

Procedure

Do one of the following:

- Tap the large window.
- Pinch open the large window.

The small window is hidden, and the following figure shows what the phone screen looks like in full screen mode:

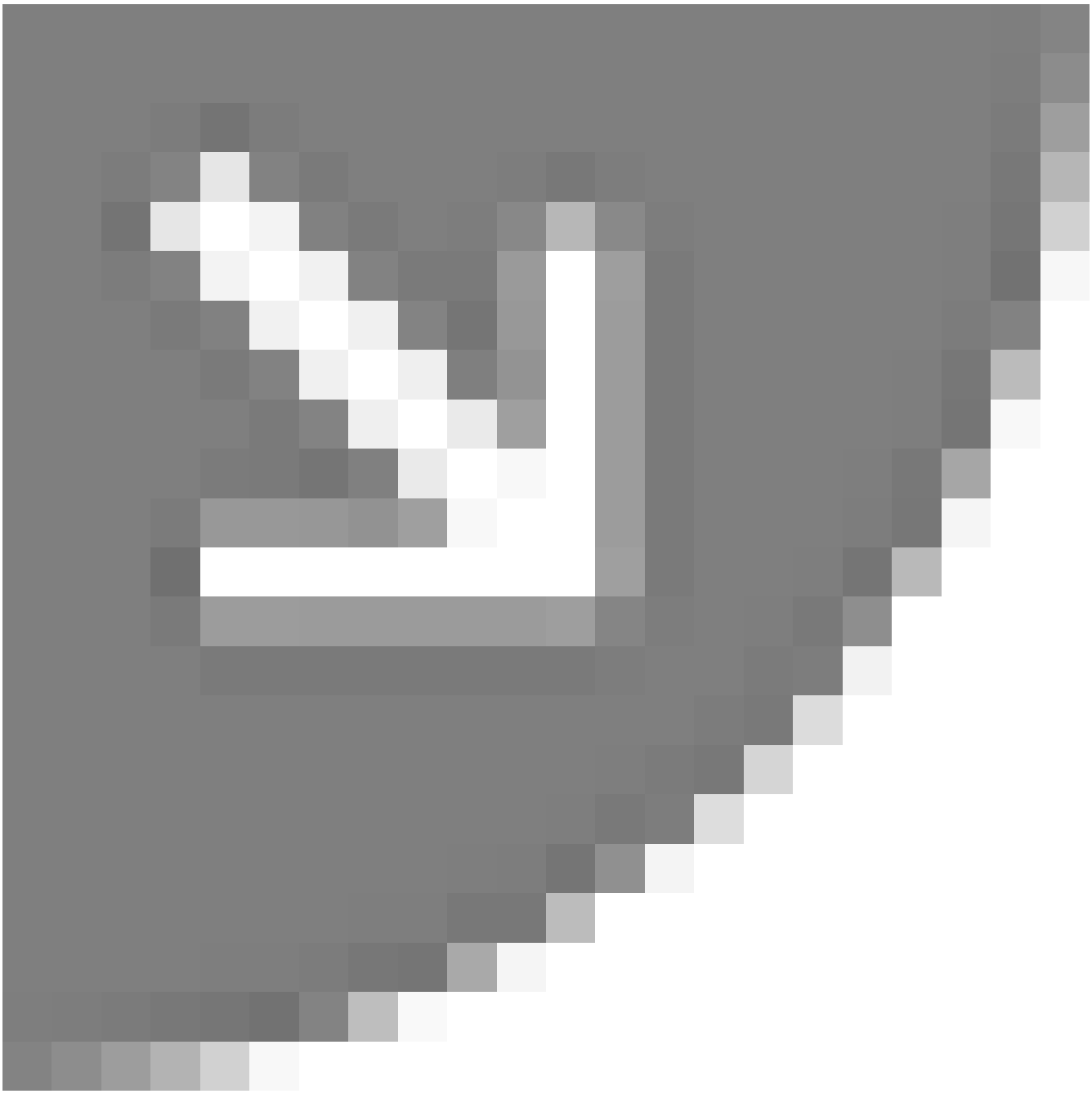


Hide Local Video Window

You can hide the local video window during a two-way video conversation.

Procedure

Tap



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Preview Near-Site Video

Introduction

It is only applicable to VP59/T58A/T58W/T88V Pro.

If you have connected the camera to the phone, you can preview the video of yourself that will be displayed during video calls. During the preview, you can configure camera settings.

Procedure

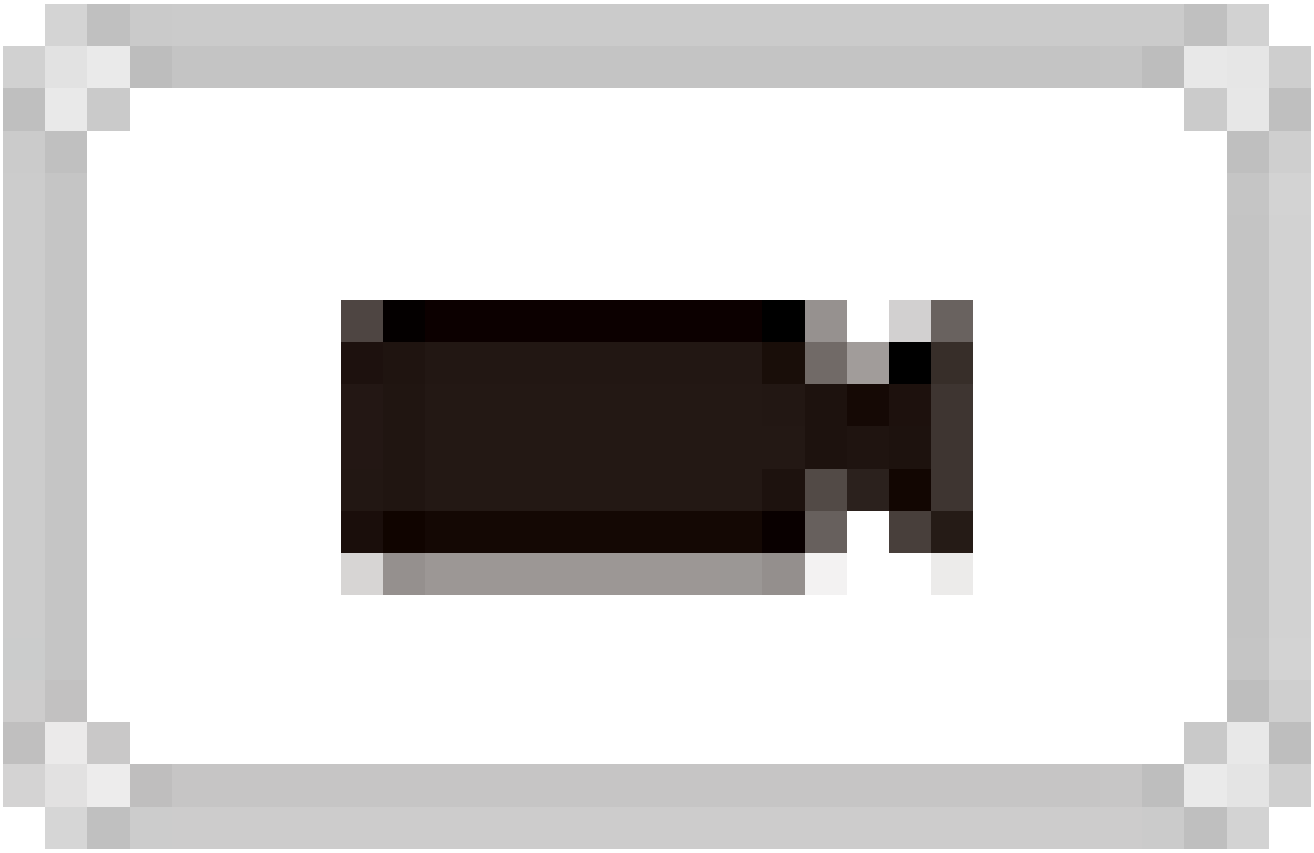
- Swipe down from the top of the screen and then tap **Video**.

- Swipe left or right to go to the second idle screen and tap

(

) to launch **Camera**.

- On VP59, press



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Capture Screenshot

Introduction

The screenshots are saved in "*.png" format in the internal SD card with the name consisting of the prefix “Screenshot” and date & time stamp. You can view the screenshots by File Manageror Gallery.

- You can view the screenshots on either the phone itself or a computer using an application that can view "*.png" files.
- It is only applicable to VP59/T58A/T58W/T88W(Pro)/T88V Pro.

You can capture a screenshot during a call to save your favorite picture or pictures needed.

Capture a Screenshot During Idle

Procedure

1. Swipe down from the top of the screen.
2. Tap **Screenshot**.

If the screenshot is successfully saved, a notification displays in the notification center.
If there is not enough space in the internal SD card, you cannot save the screenshot, and the notification center will display a notification “Couldn't capture screenshot”.

Capture a Screenshot During Call

Procedure

Do one of the following:

- Press the MESSAGE Key

(

) .

- Swipe down from the top of the screen. Tap **Screenshot**.

If the screenshot is successfully saved, a notification displays in the notification center.

If there is not enough space in the internal SD card, you cannot save the screenshot, and the notification center will display a notification "Couldn't capture screenshot" .

View Latest Screenshot

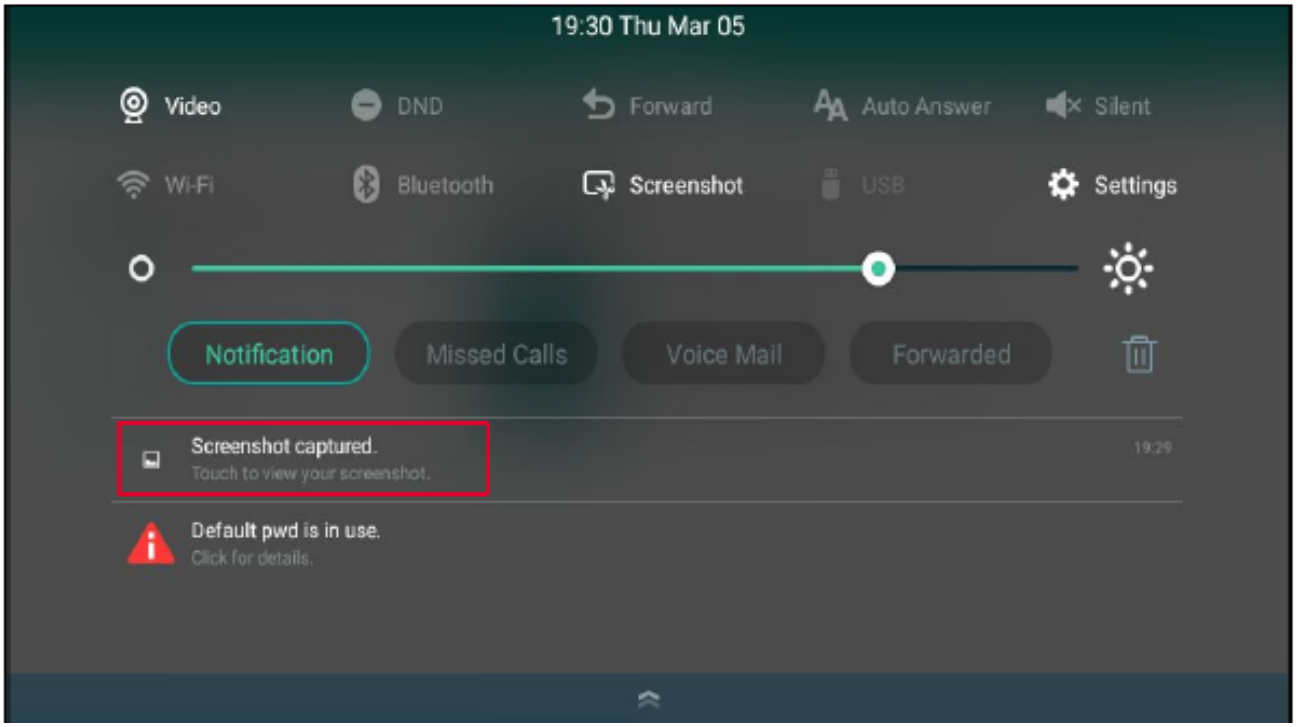
Introduction

You can view the latest screenshots via the notification center if multiple screenshots are successfully saved.

It is only applicable to VP59/T58A/T58W/T88W(Pro)/T88V Pro.

Procedure

1. Swipe down from the top of the screen.
2. Tap the notification "Screenshot captured.".



Call Completion

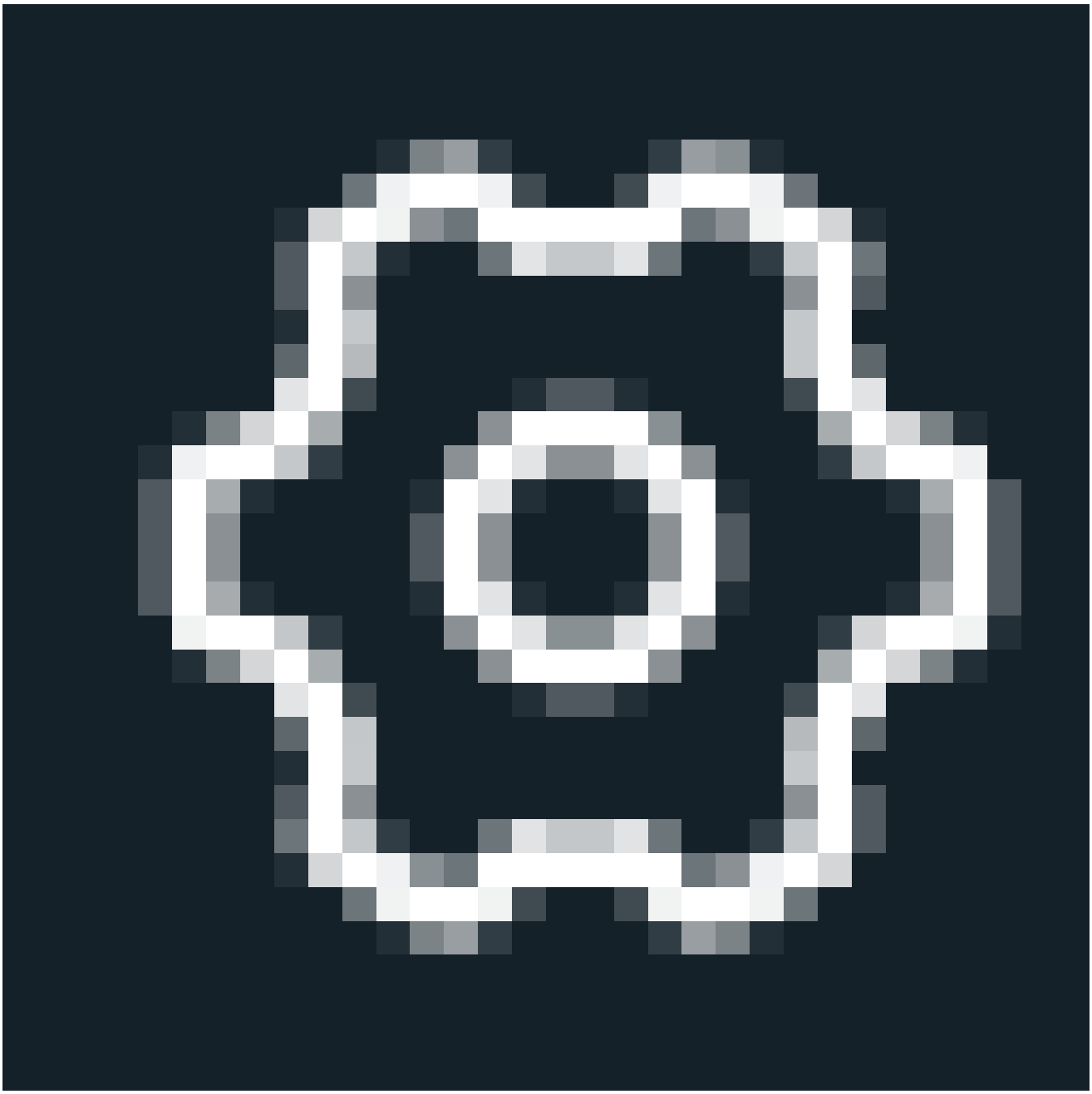
Introduction

When you call someone who is temporarily unavailable to answer the call, you can monitor the busy party and establish a call after the busy party becomes available to receive a call.

> Call completion is not available on all servers. For more information, contact your system administrator.

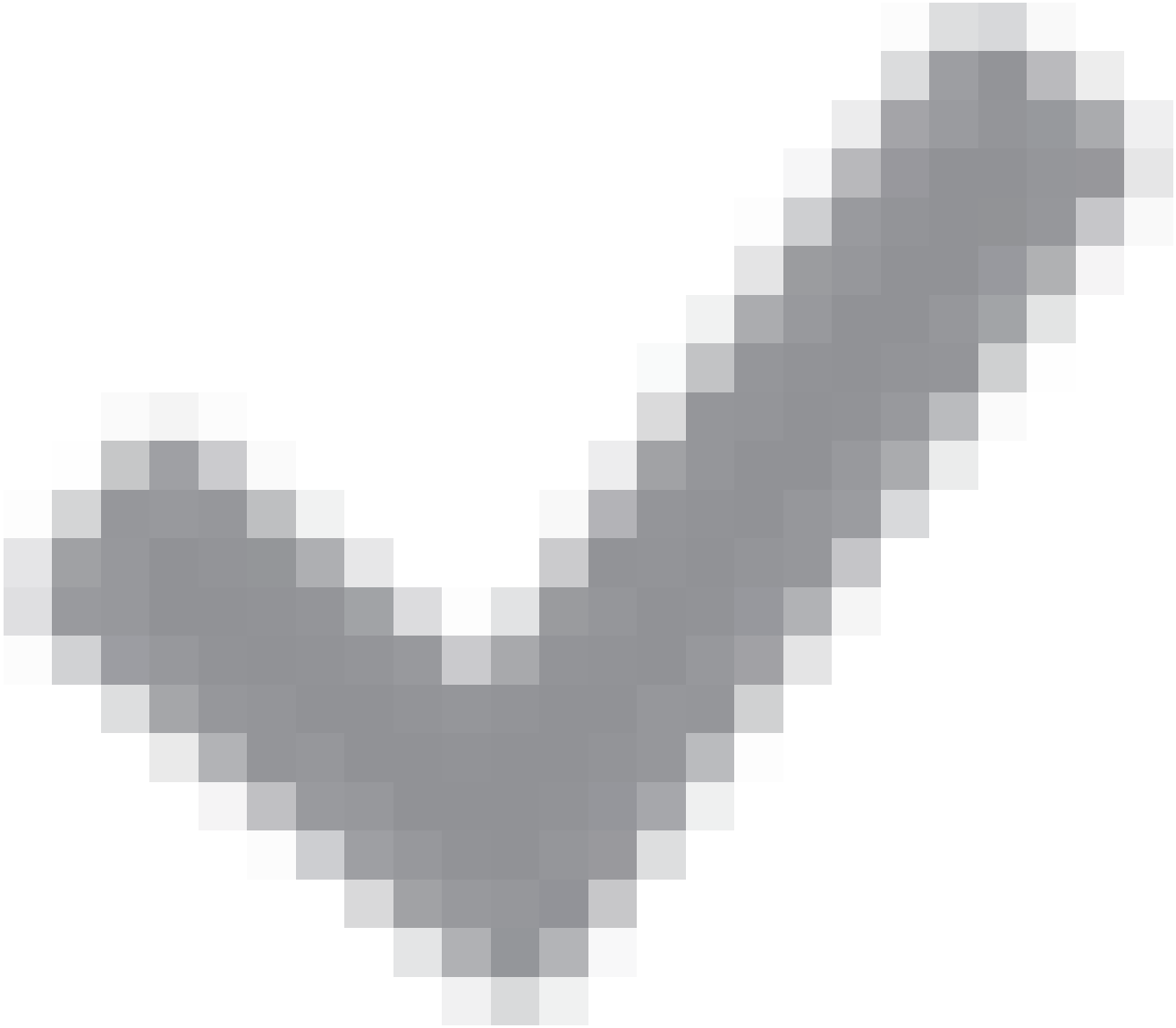
Procedure

1. Do one of the following:
   - Go to **Menu** > **Features** > **Call Completion**.
   - Go to **Menu** > **Features** > **Others** > **Call Completion**.
   - Go to **More** > **Settings** > **Features** > **Call Completion**.
   - For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >



> **Call Completion**.

2. Enabled **Call Completion**.
3. Select **Save** or tap



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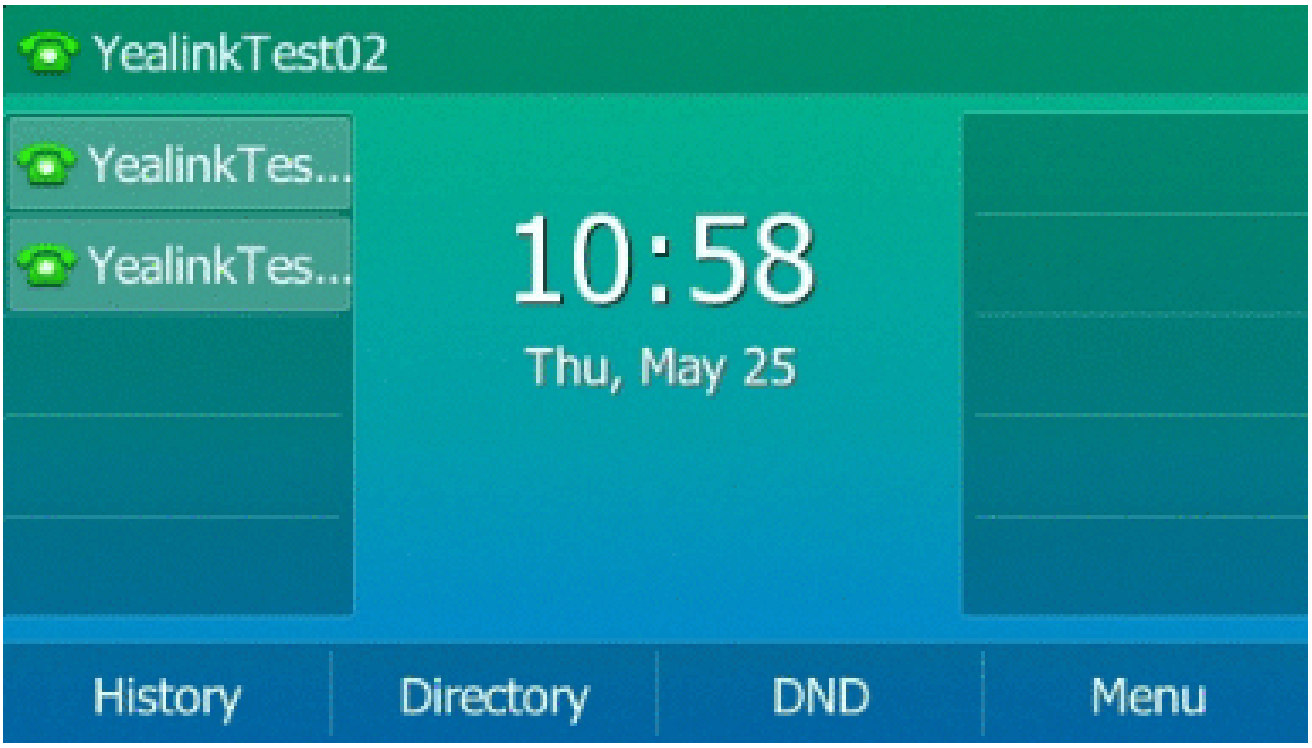
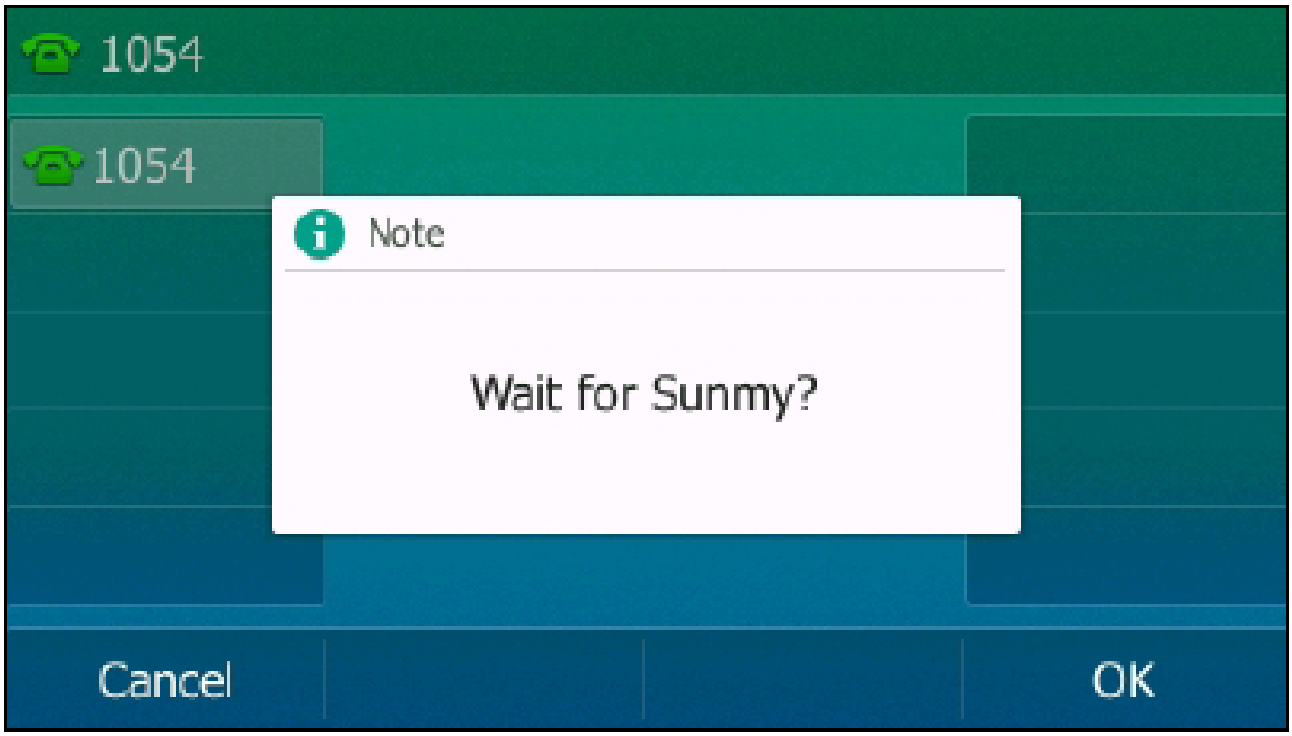
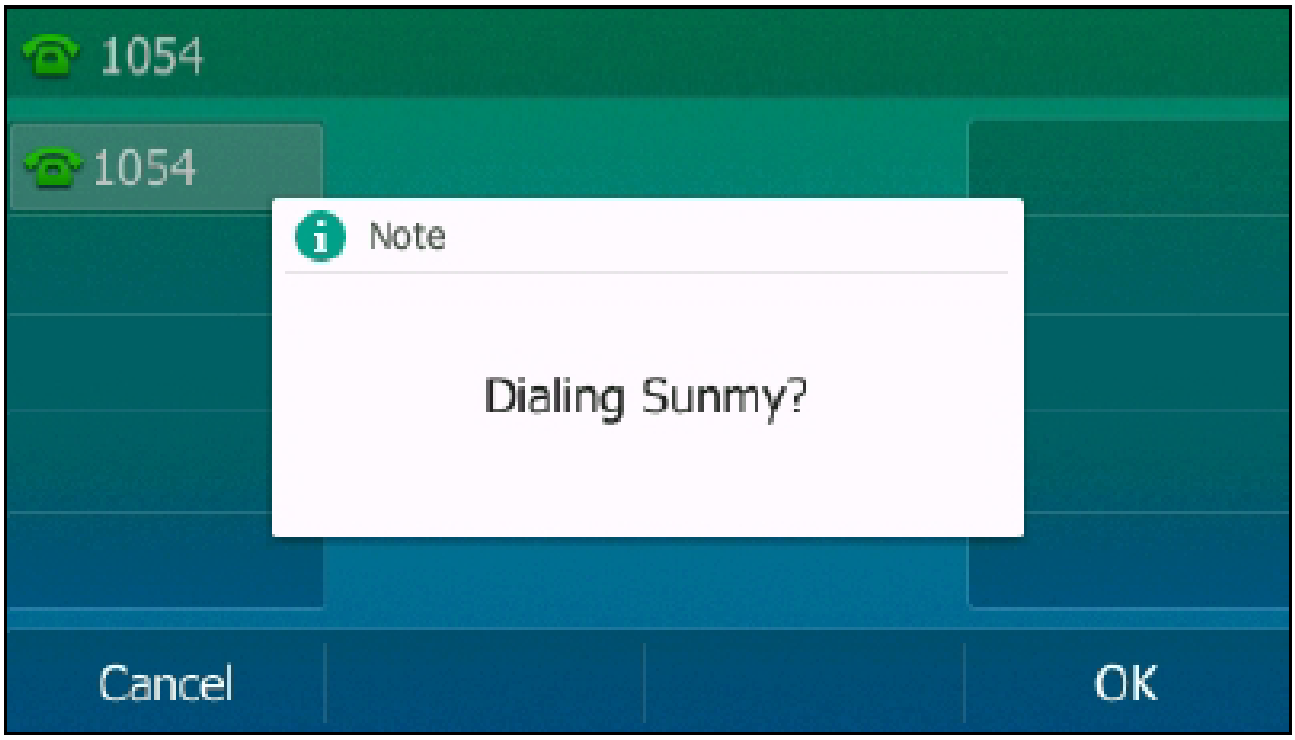
The following takes T54W as an example.



When you place a call, and the callee is temporarily unavailable to answer the call, the phone prompts whether to wait for the callee and select **OK** to activate the call completion feature.



When the callee becomes idle, the phone prompts whether to dial the number, and select **OK** to dial the number.


1054
1054
Note
Dialing Sunmy?
Cancel
OK

Call Pickup

Pick Up Call Directly

Introduction

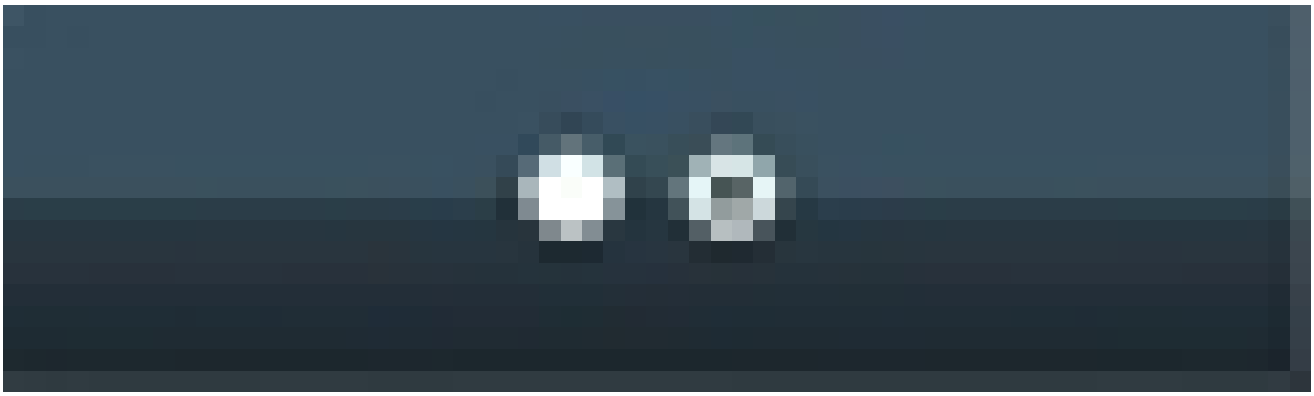
You can answer a call that rings on another phone.

Before You Begin

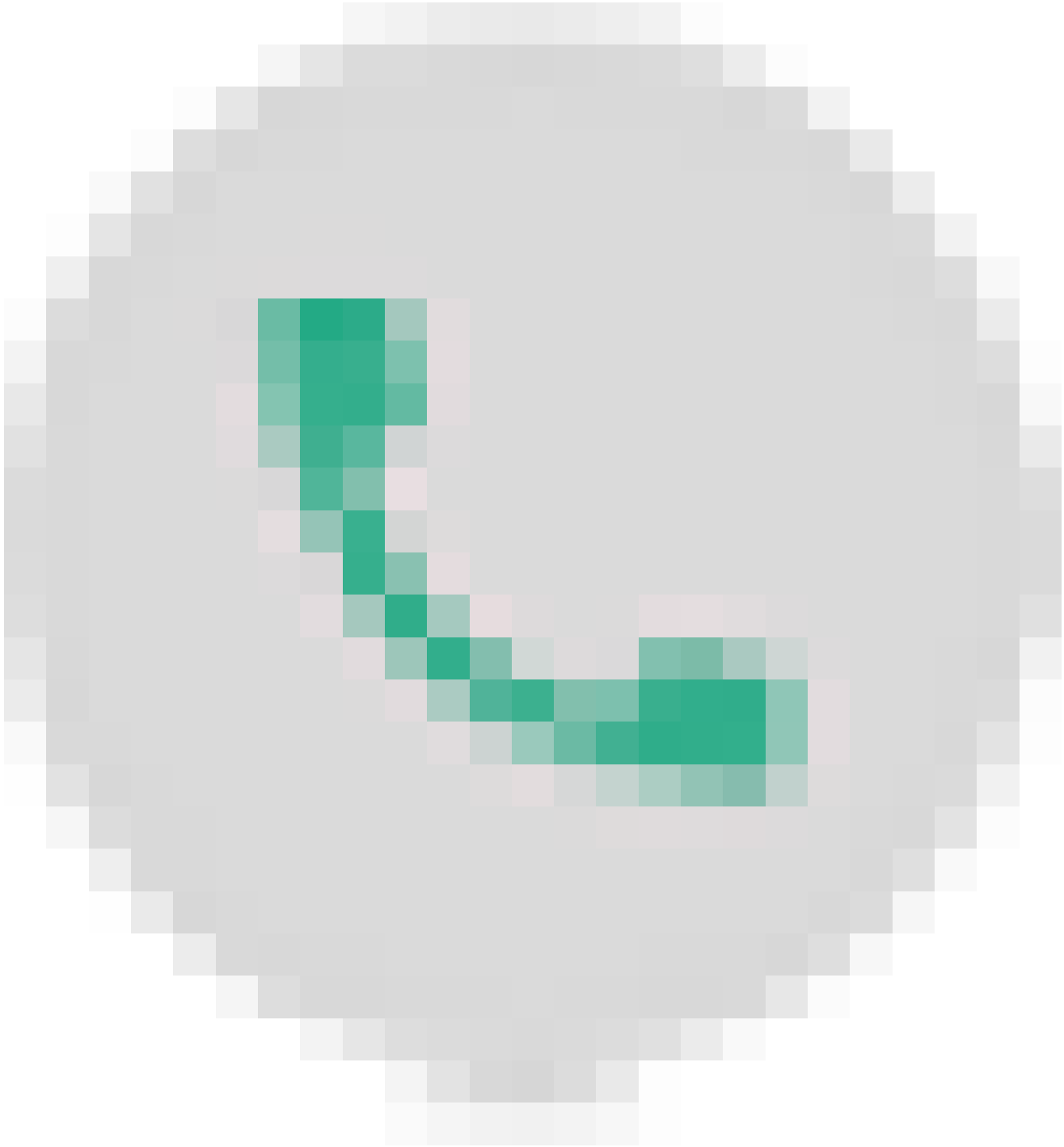
The target phone receives an incoming call. Your system administrator has enabled the directed call pickup and set the directed call pickup code.

Procedure

1. Pick up the handset, and press the line key or the Speakerphone key.
2. *The **DPickup**/**Pick Up** appears on the phone screen (You may need to select **More** > **DPickup**).*
   - For T4X phones, *The **DPickup** appears on the phone screen (You may need to select **More***

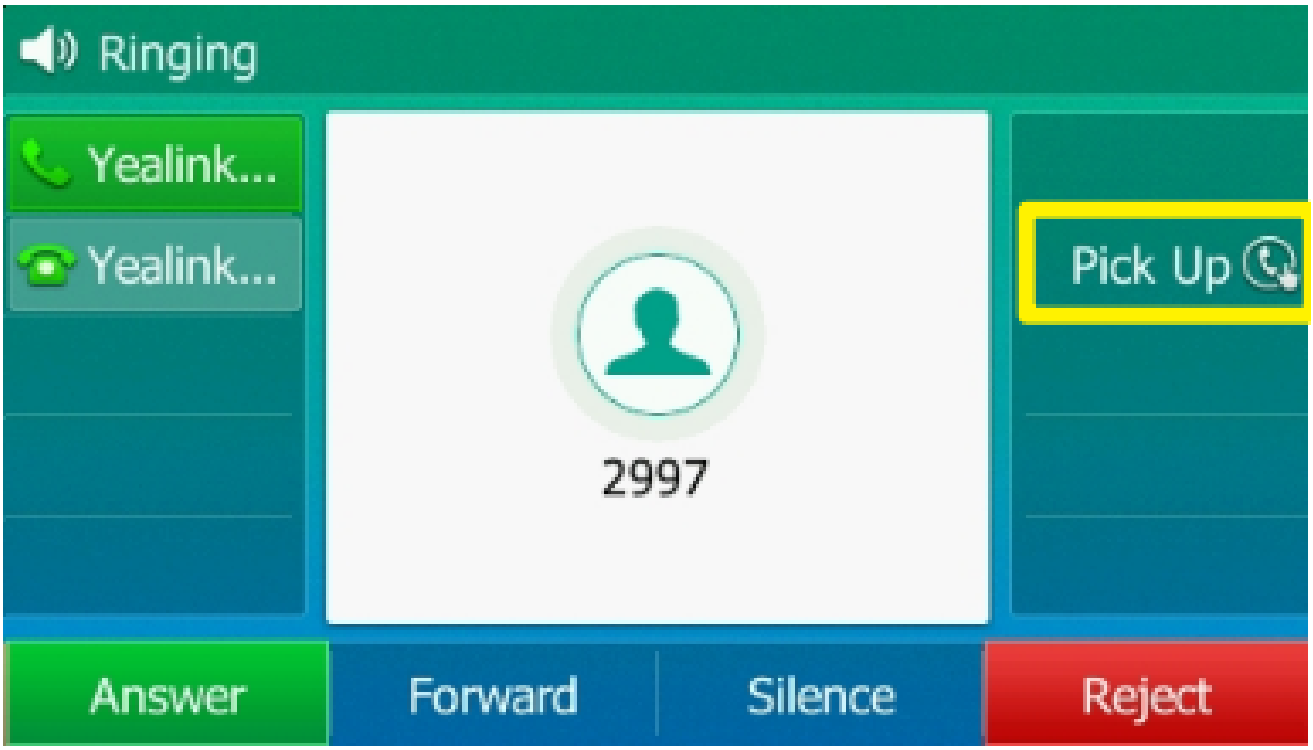
     

     *> **DPickup**).*
   - For CP925/CP935W/CP965, tap



.

2. Select **DPickup**/**Pick Up** on your phone.
3. Enter the phone number that is receiving an incoming call.
4. Select **DPickup**/**Pick Up** again.
5. *The call is answered on your phone.*
6. *The following takes T54W as an example.*



When the phone is idle, you can use a Directed Pickup or BLF/BLF List key to pick up a call to a specific contact directly.

Pick Up Group Call Directly

Introduction

When any phone within a predefined group receives an incoming call, you can pick up that call on your phone.

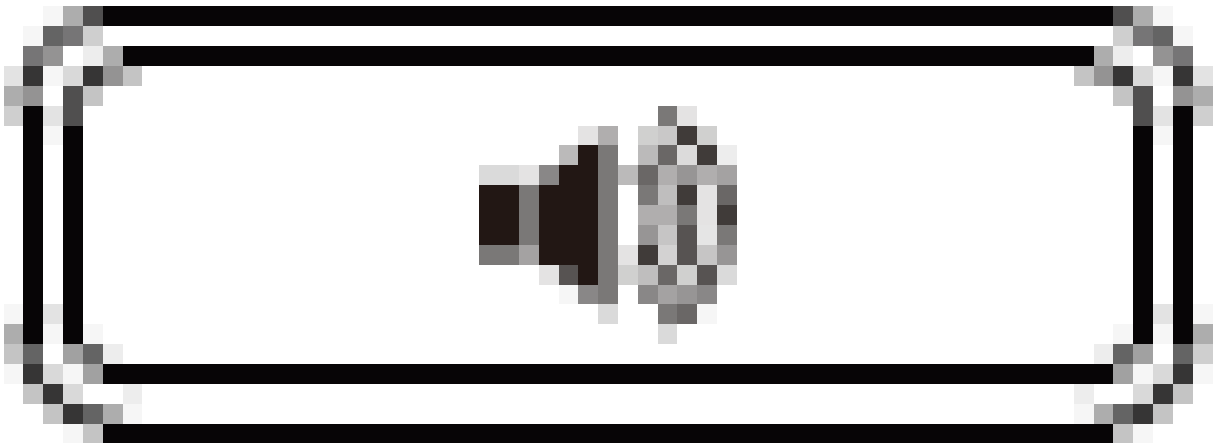
If multiple incoming calls are on the group simultaneously, you can only pick up the first one.

Before You Begin

Your system administrator has enabled the group call pickup and set the group call pickup code.

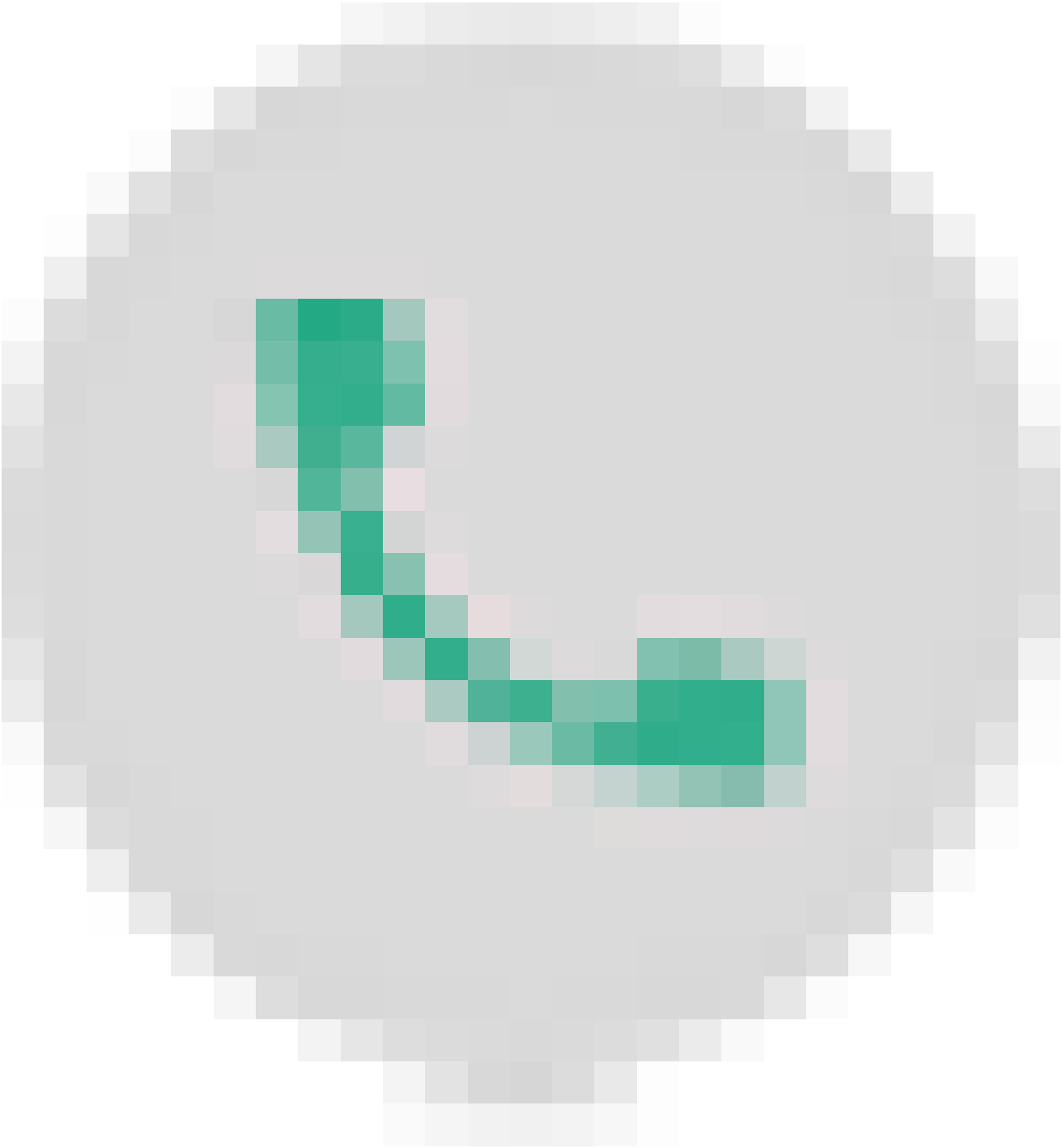
Procedure

1. Pick up the handset, press the line key or the Speakerphone key



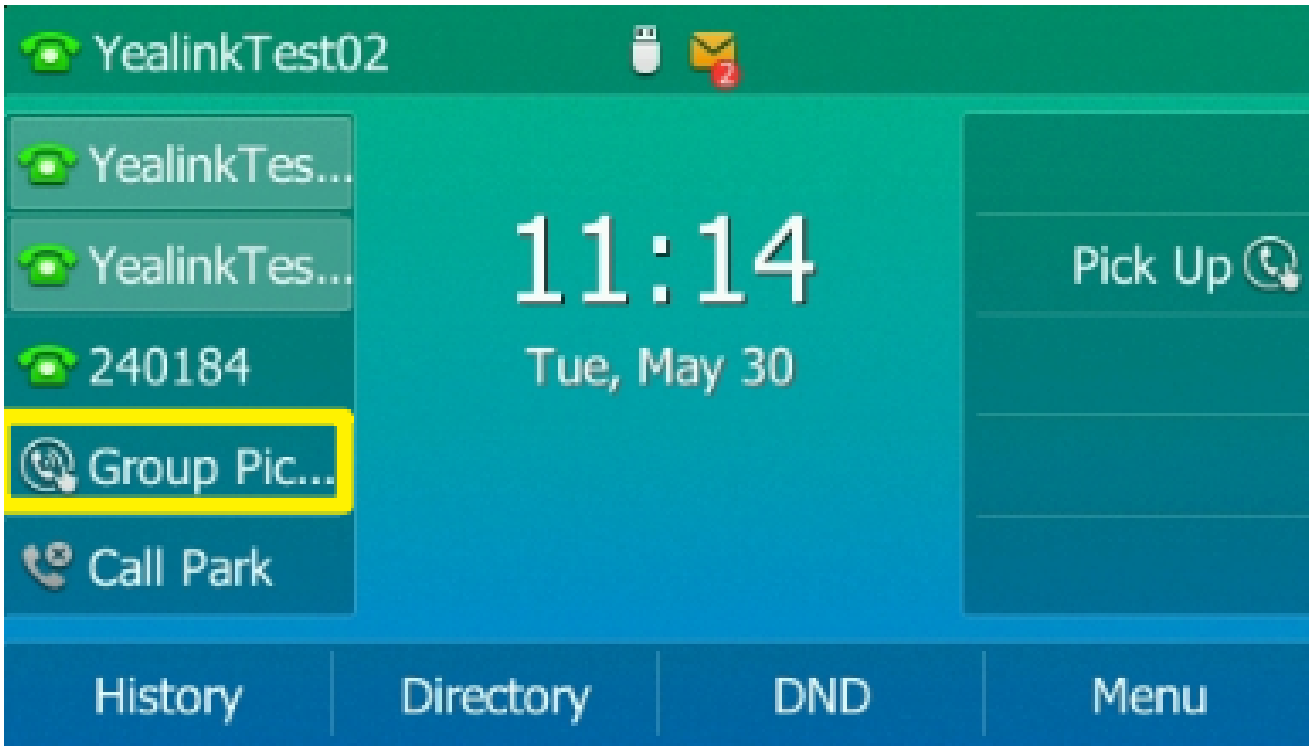
.

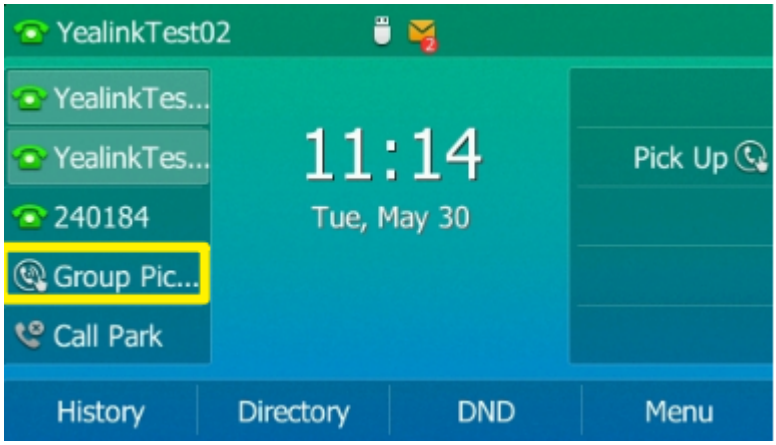
2. For CP925/CP935W/CP965, tap



.

3. *The **GPickup** appears on the phone screen.*
2. Select **GPickup** on your phone when any phone in the group receives an incoming call.
3. *The call is answered on your phone.*
4. *The following takes T54W as an example.*





Pick Up Call with Pick Up Key

Introduction

You can easily use a Pick Up key to pick up a call to a specific contact’s phone.

Before You Begin

Ask your system administrator for the directed call pickup code.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:

  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.

  b. Select the desired line key.

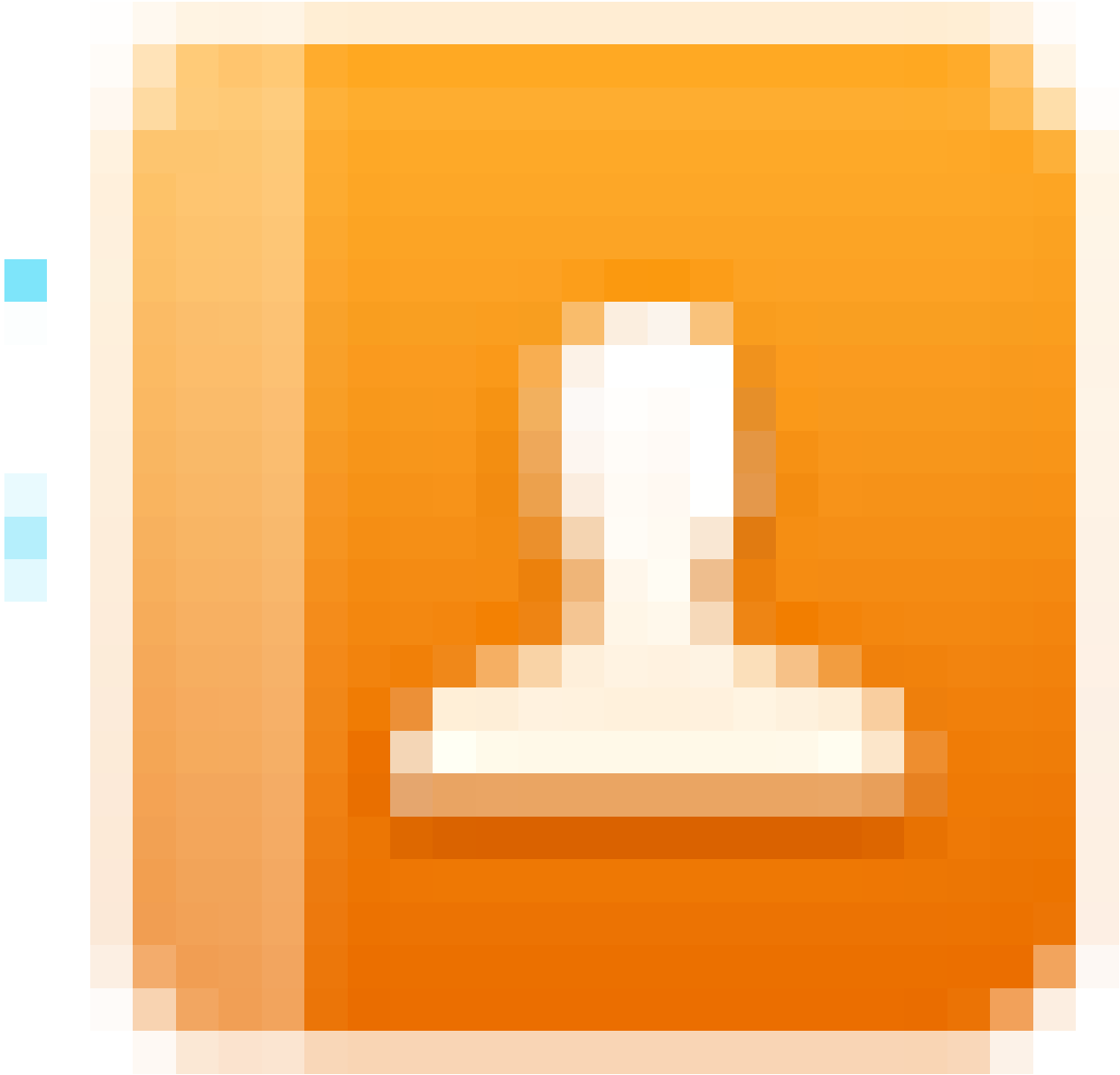
c. Select **Pick Up** from the **Key Type** field.

d. Select the desired line from the **Account ID** field.

e. (Optional) Enter the string appearing on the phone screen in the **Label** field.

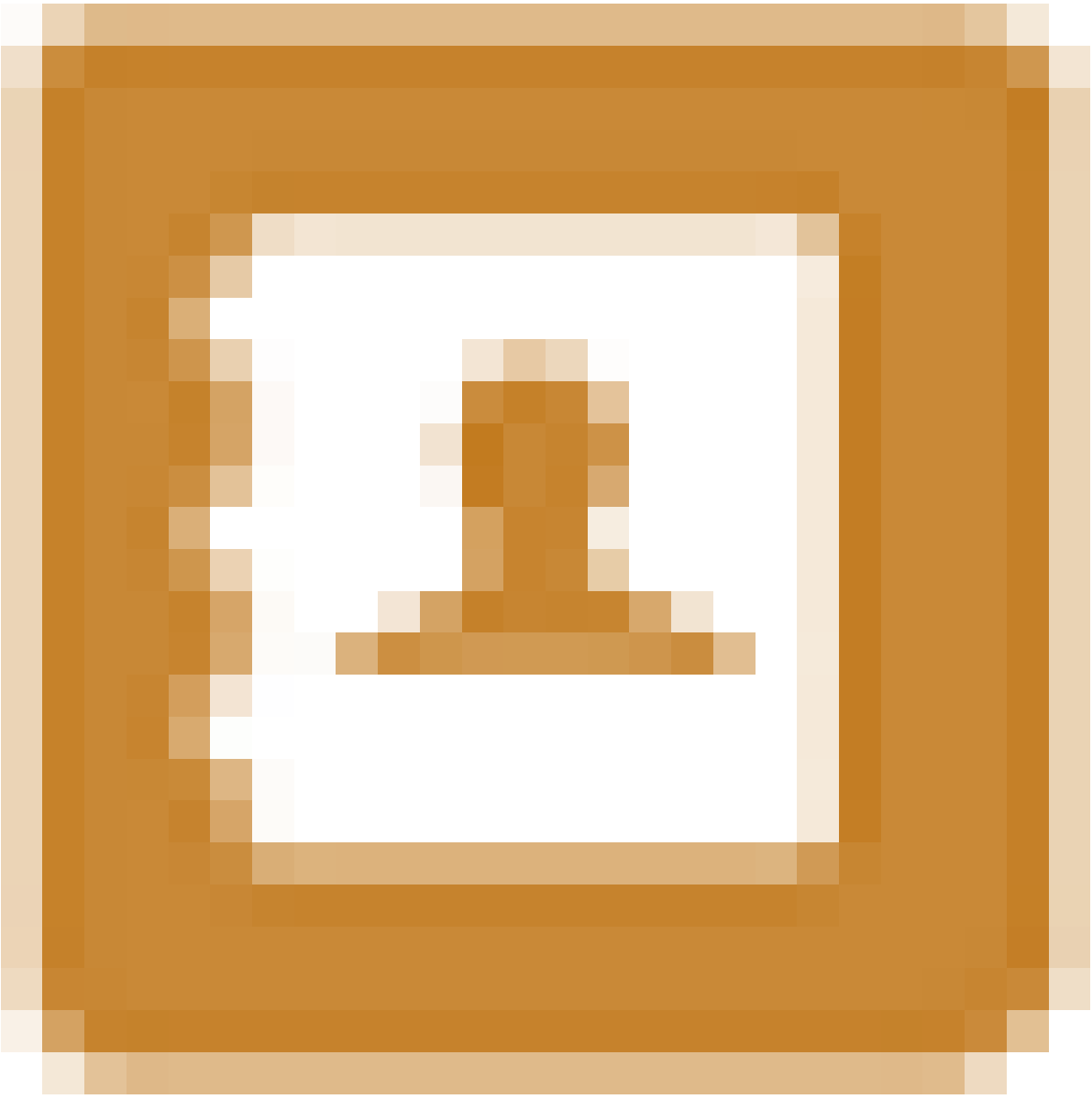
f. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select the **Label** or **Value** field. Select **Directory** and select the desired contact from the Directory list. Or select the **Label** or **Value** field. Select **Directory** (**Dir**) and select the desired contact from the Directory list.
- For T57W phones, select



, and then select the desired contact.

- For T48S/T48G/T48U phones, select



, and then select the desired contact.

g. Select **Save**.

- For CP925/CP935W phones:

a. Tap **Dsskey**.

b. Select the desired line key.

c. Select

.

d. Select **Pick Up** from the **Key Type** field.

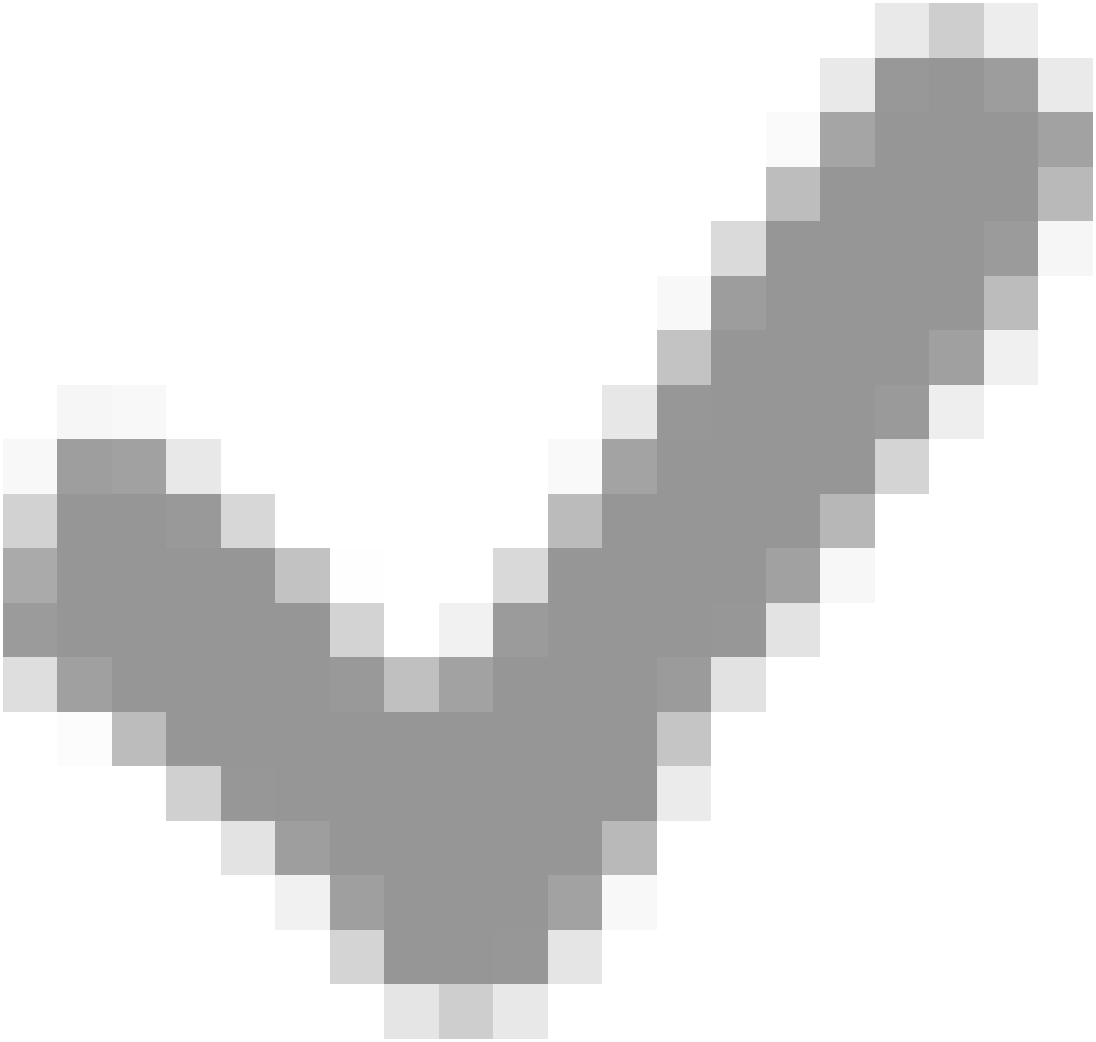
e. Select the desired line from the **Account ID** field.

f. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select

to select the desired contact.

g. Select



.

h. When the target phone receives an incoming call, you can press the Pick Up key, and the call is answered on your phone.

- For VP59/T58A/T58W phones:

  a. Swipe left or right to go to the second idle screen.

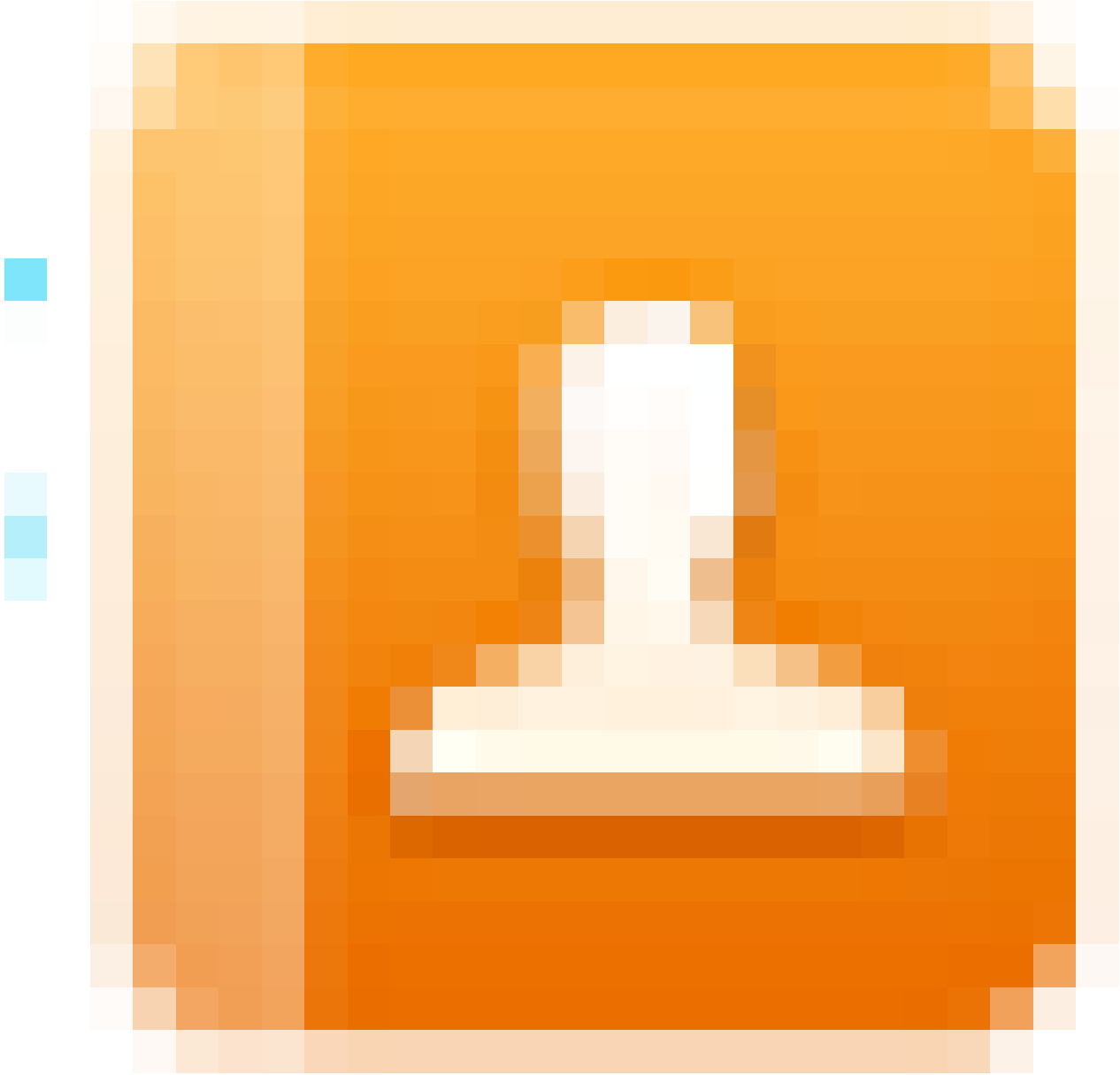
  b. Go to **Settings** > **Features** > **Dsskey**.

  c. Select **Pick Up** from the **Key Type** field.

  d. Select the desired line from the **Account ID** field.

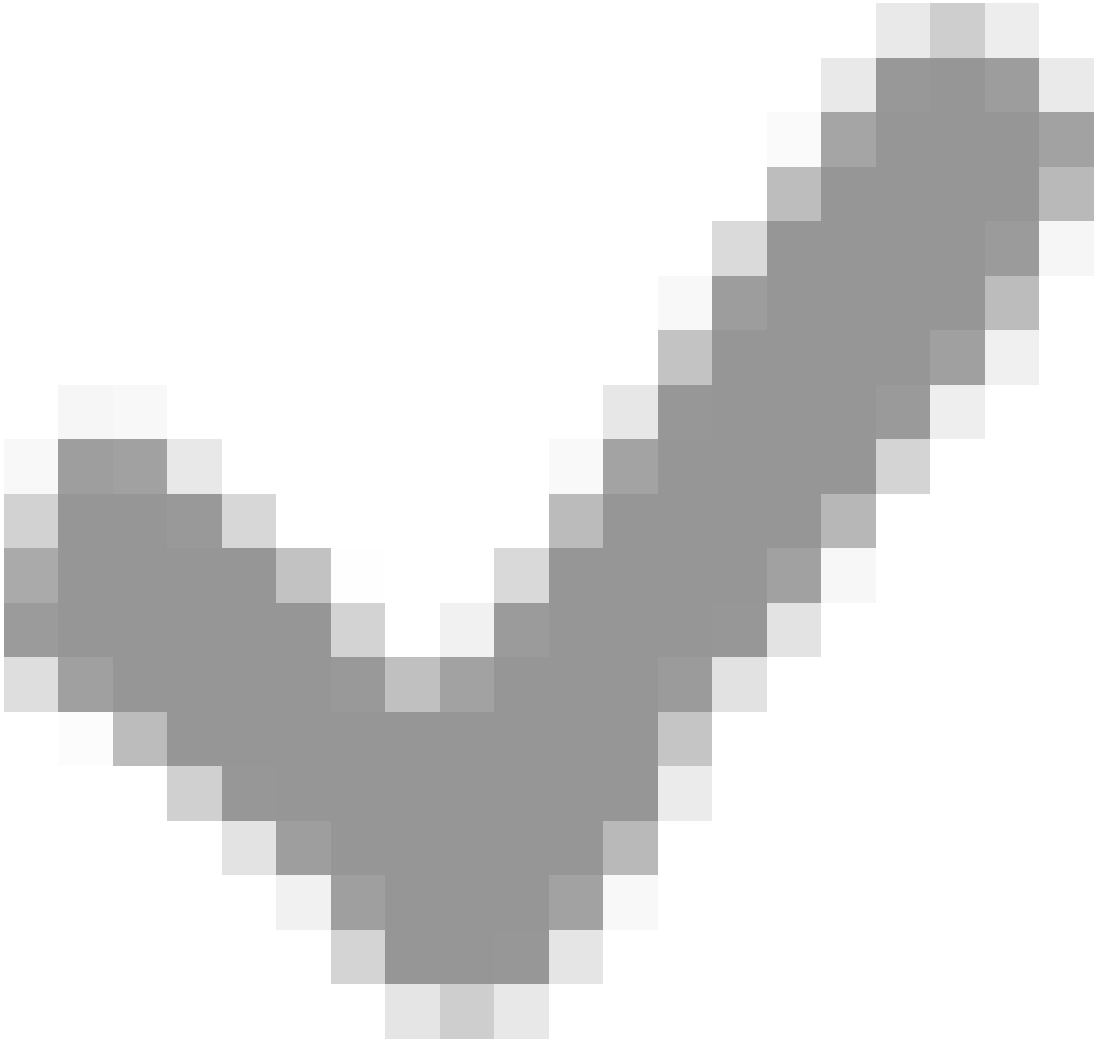
  e. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select



, and then select the desired contact.

f. Select



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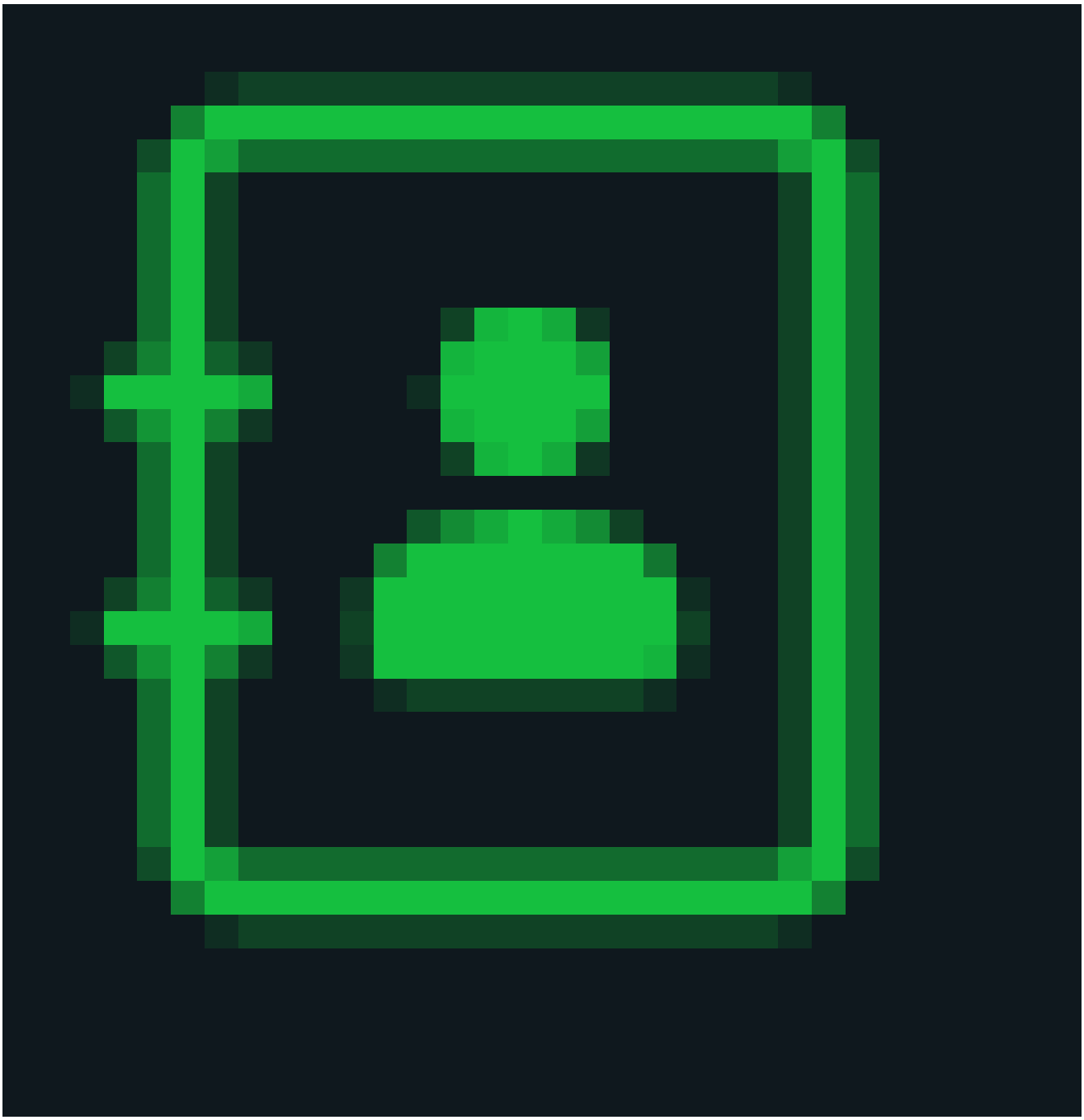
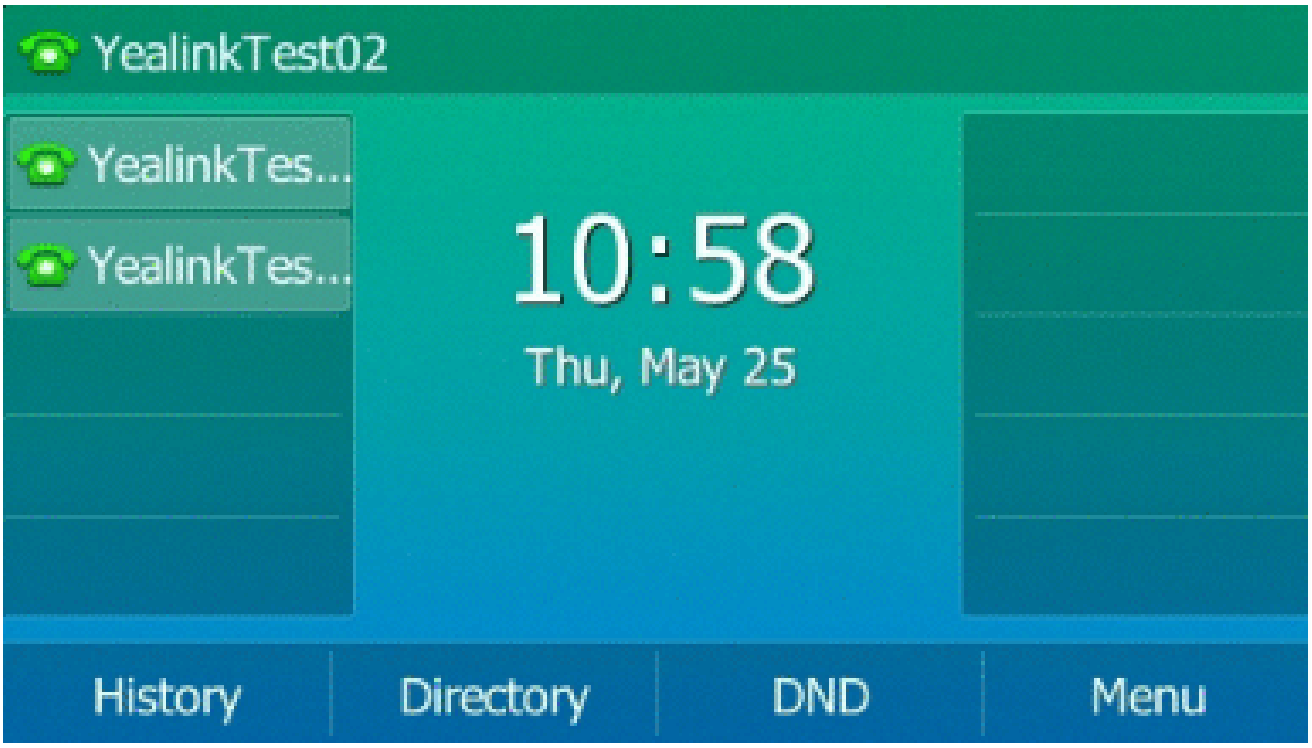
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Dsskey**.
  c. Select **Pick Up** from the **Key Type** field.
  d. Select the desired line from the **Account ID** field.
  e. Do one of the following:
    - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.

- Select 

  , and then select the desired contact.

f. Select **Save**.

The following takes T54W for example.



By default, you can long press the desired line key to set it.

Pick Up Call with Group Pickup Key

Introduction

You can easily select a Group Pickup key to pick up a group call.

Before You Begin

Check with your system administrator if the group call pickup code is required for this key. If required, get the group call pickup code from your system administrator.

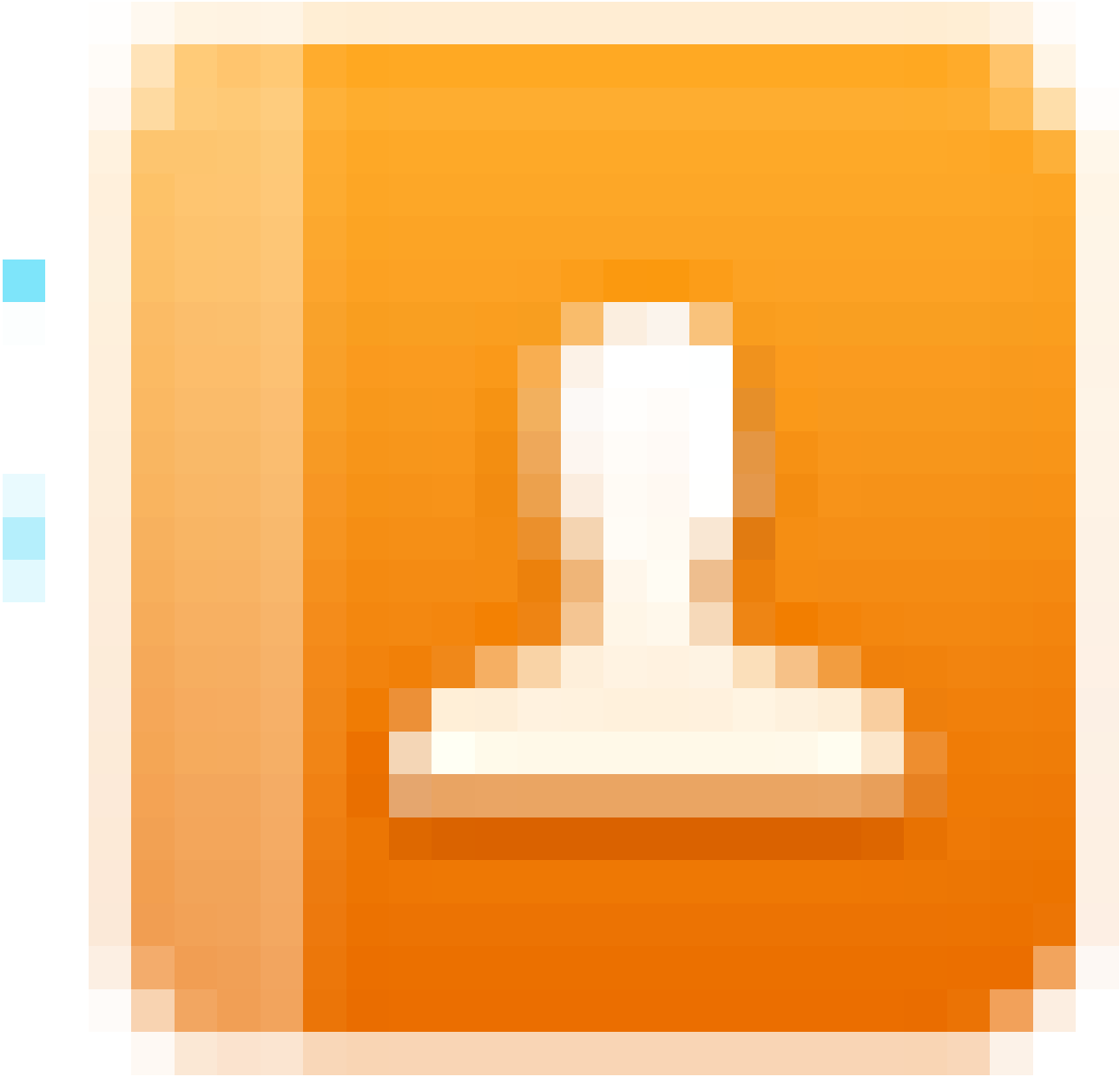
Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Key Event** from the **Type** field.
  d. Select **Group Pick Up** from the **Key Type** field.
  e. Select the desired line from the **Account ID** field.
  f. Do one of the following:
     - (Optional.) Enter the string that will appear on the phone screen in the **Label** field.

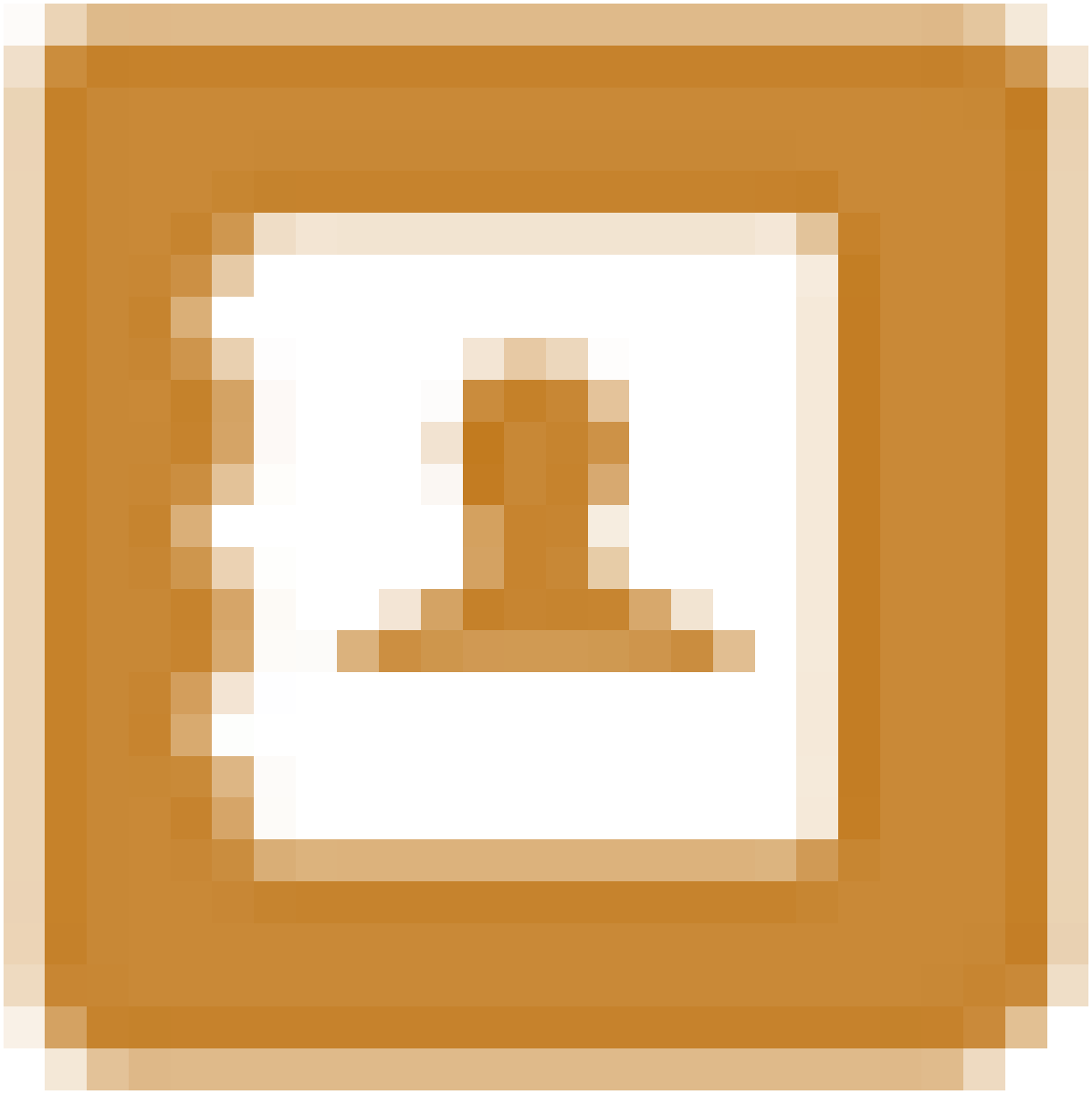
Enter the group call pickup code in the **Value** field.

- Highlight the **Label** or **Value** field. Select **Directory** and select the desired contact from the Directory list. Or select the **Label** or **Value** field. Select **Directory** (**Dir**) and select the desired contact from the Directory list.
- For T57W phones, select



, and then select the desired contact.

- For T48S/T48G/T48U phones, select



, and then select the desired contact.

g. Select **Save**.

- For CP925/CP935W phones:

  a. Tap **Dsskey**.

  b. Select the desired line key.

  c. Select

.

d. Select **Group Pick Up** from the **Key Type** field.

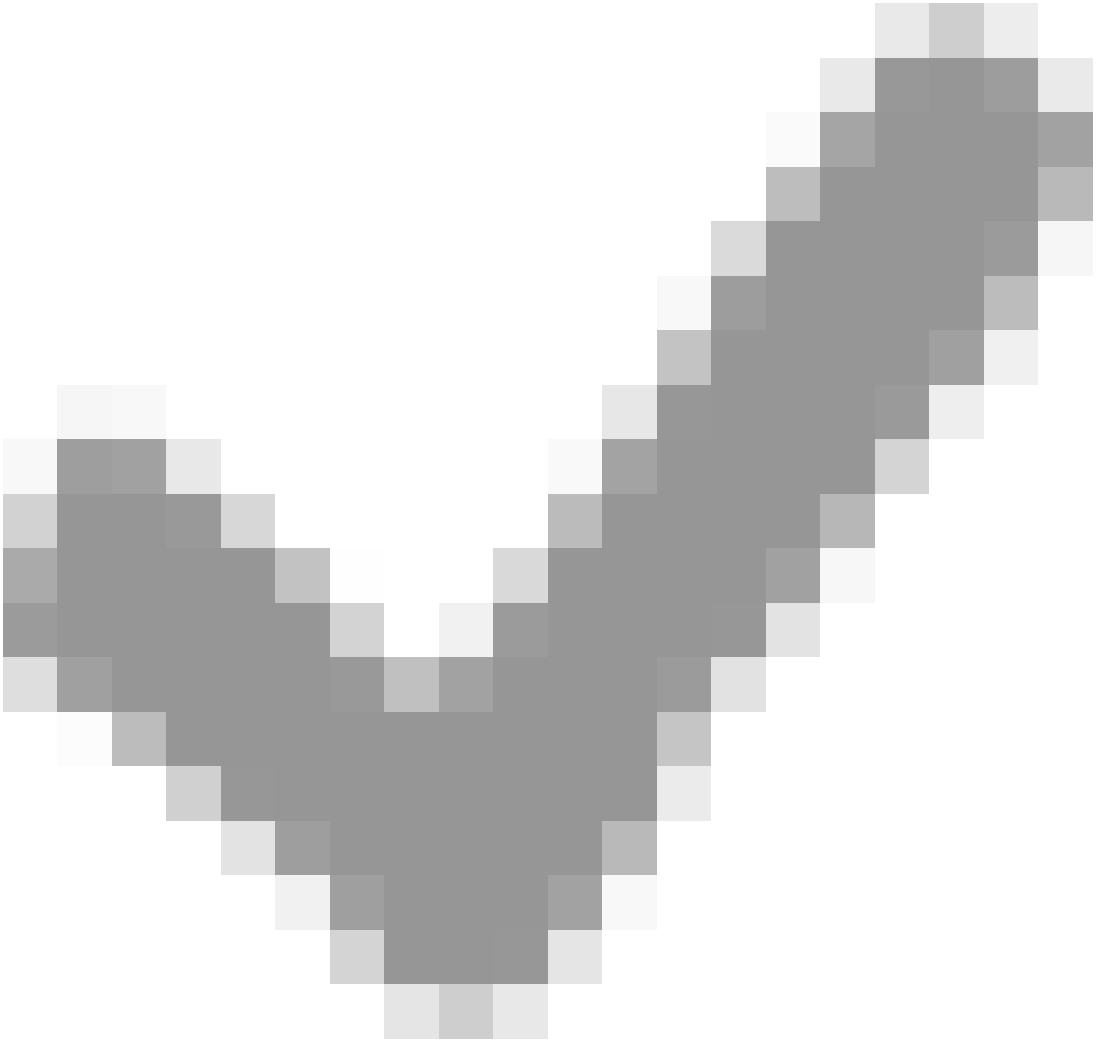
e. Select the desired line from the **Account ID** field.

f. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field.
- Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select

to select the desired contact.

g. Select



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h. When the target phone receives an incoming call, you can press the Pick Up key and the call is answered on your phone.

- For VP59/T58A/T58W phones:

  a. Swipe left or right to go to the second idle screen.

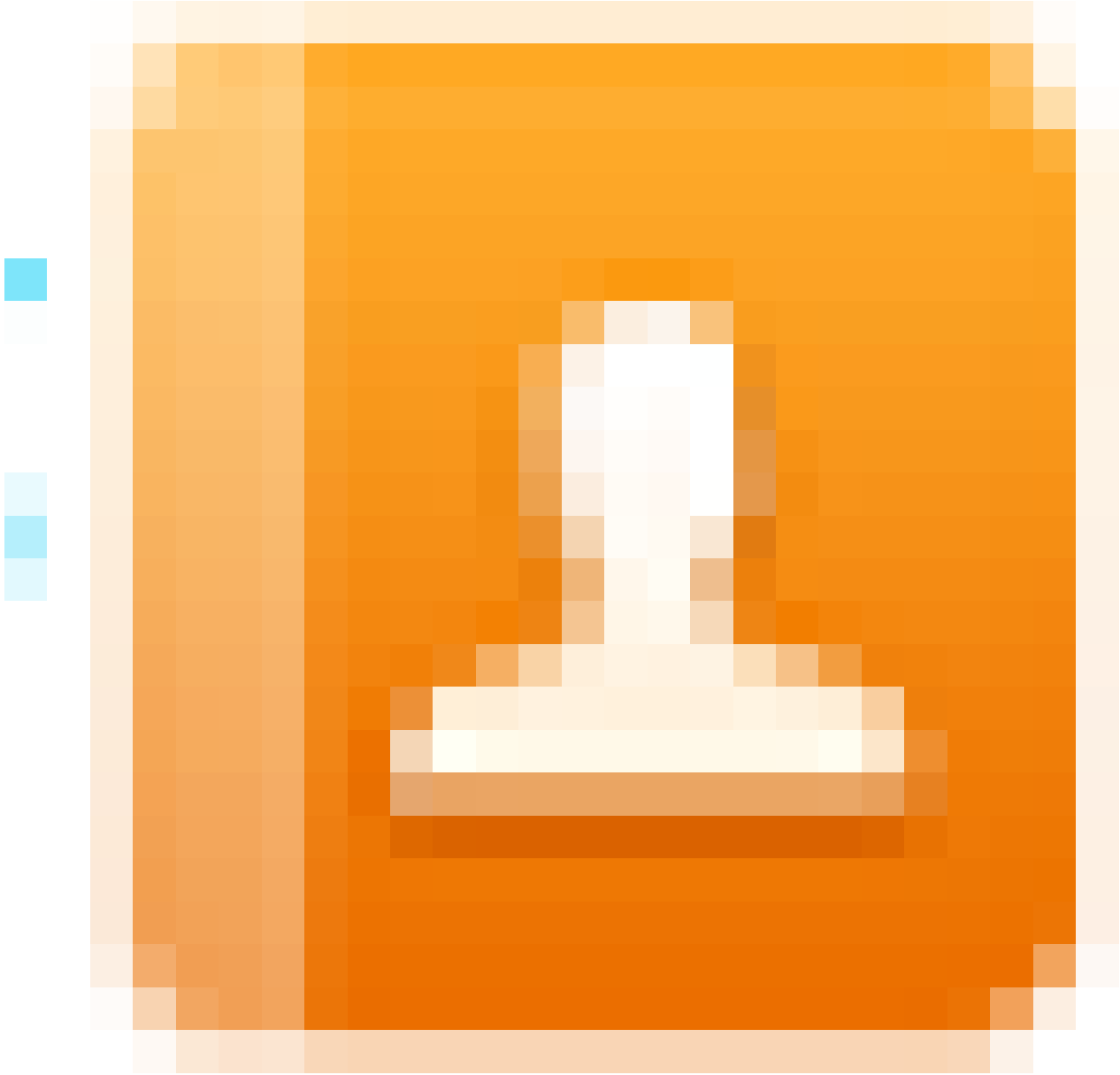
  b. Go to **Settings** > **Features** > **Dsskey**.

  c. Select **Group Pick Up** from the **Key Type** field.

  d. Select the desired line from the **Account ID** field.

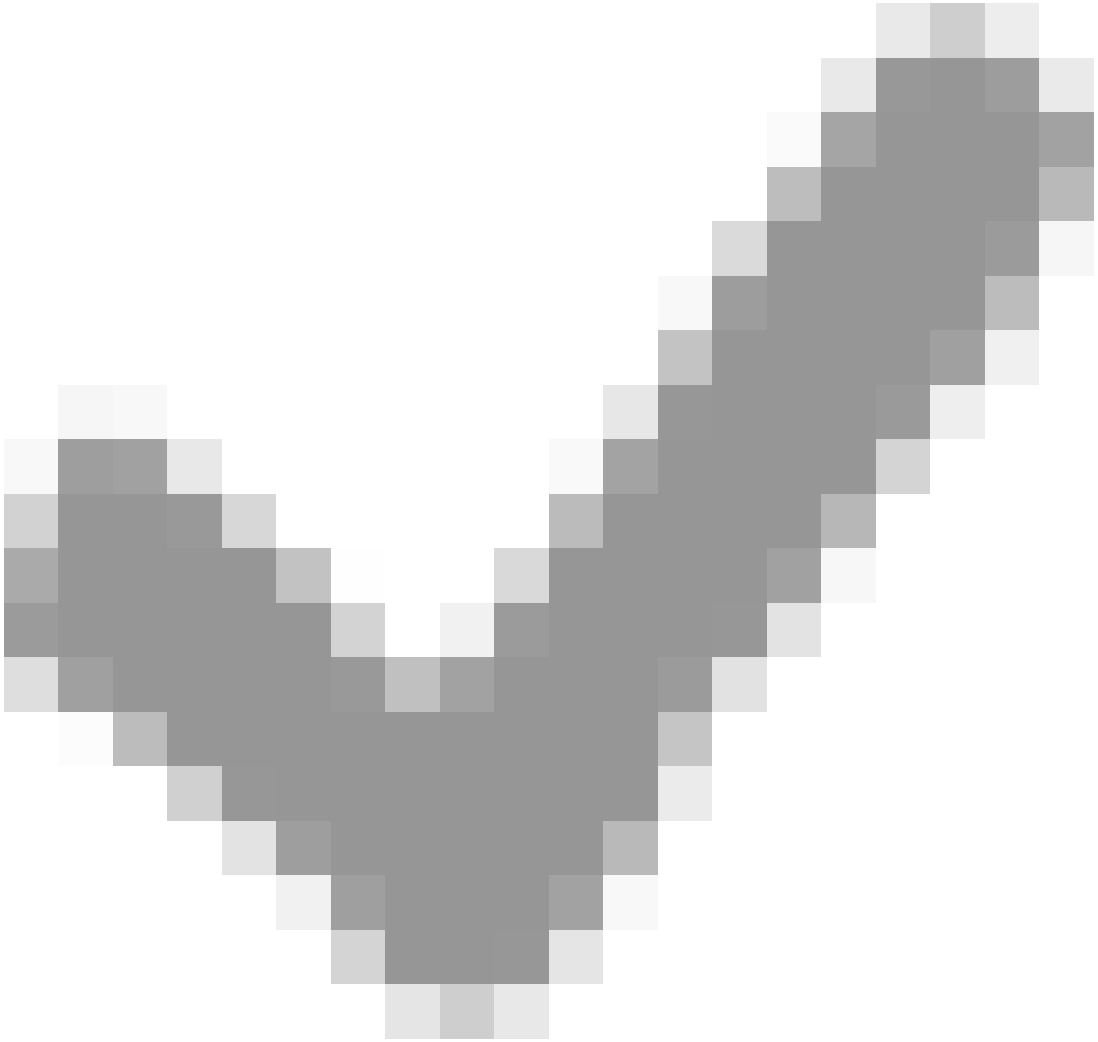
  e. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select



, and then select the desired contact.

f. Select



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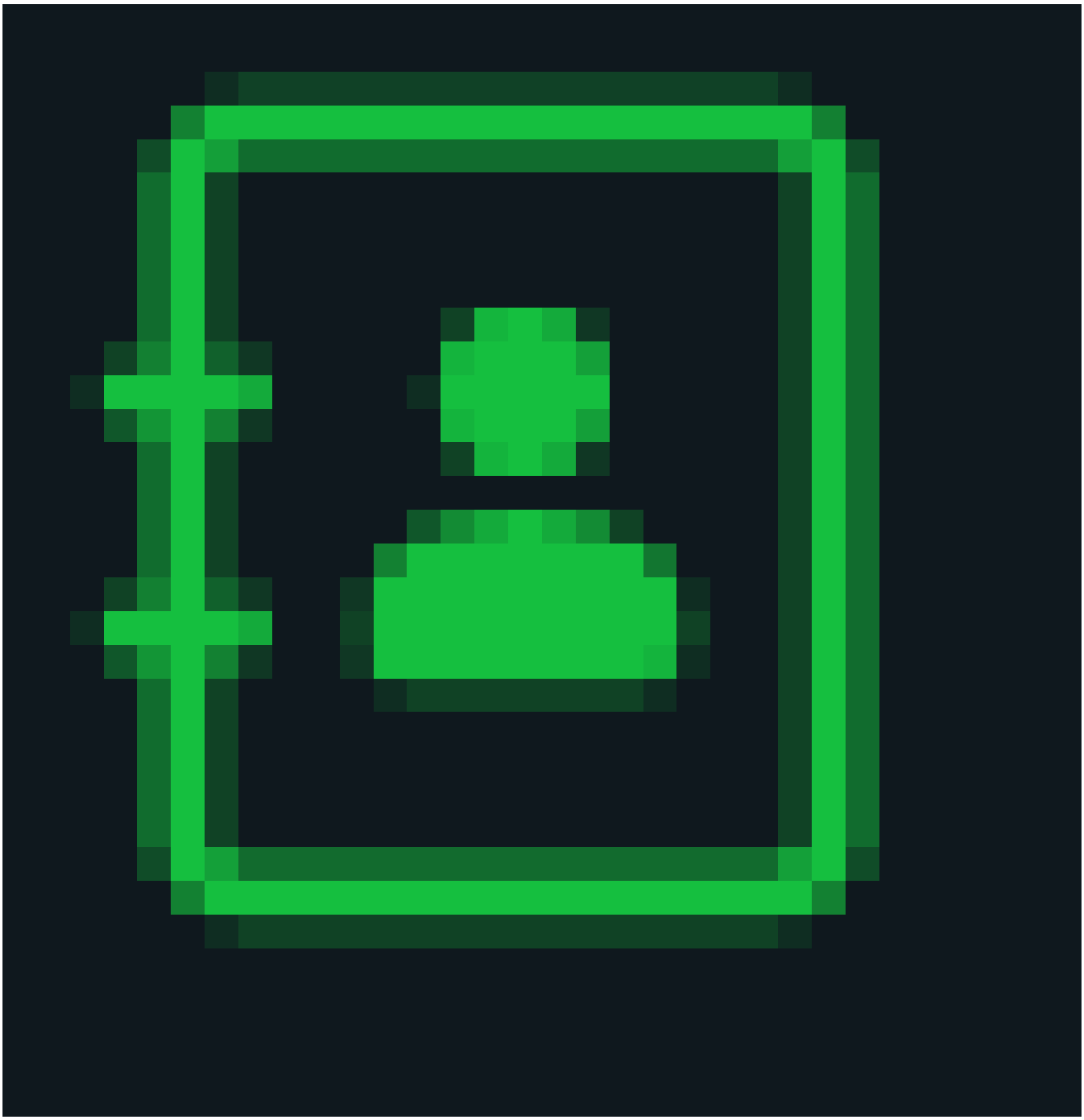
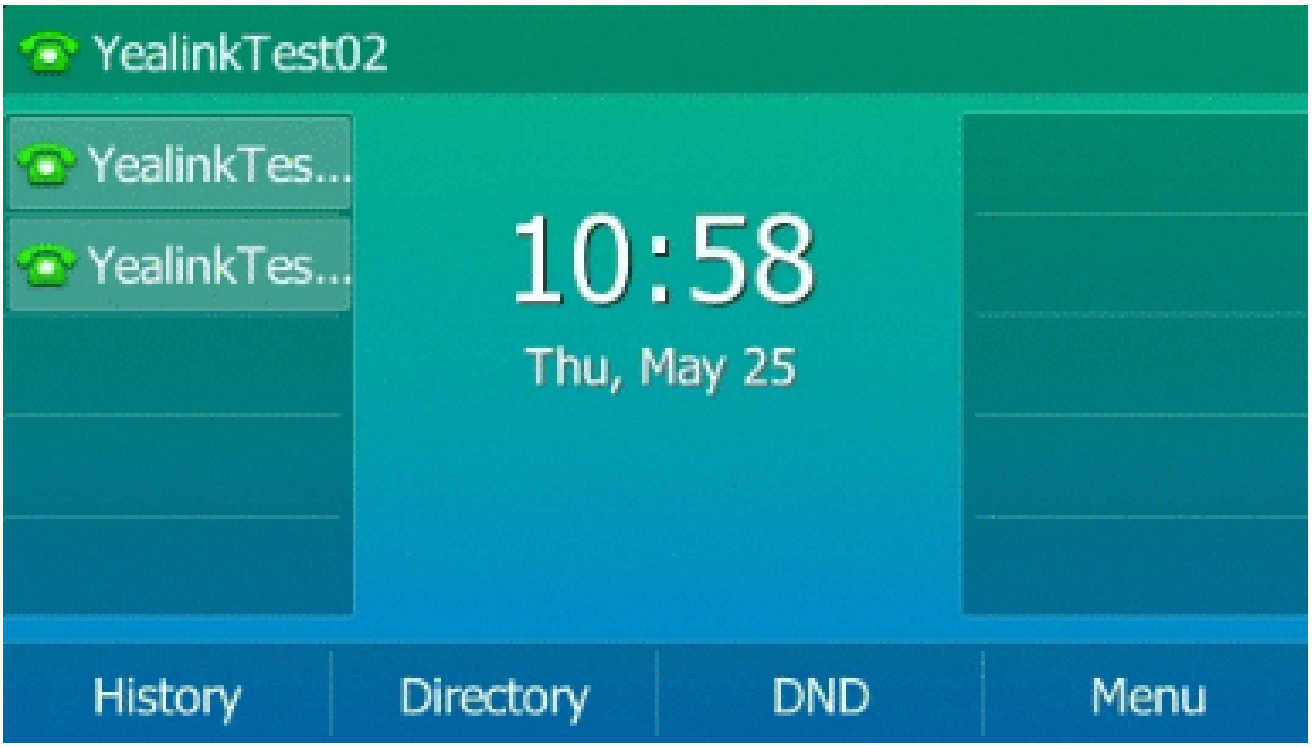
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Dsskey**.
  c. Select **Group Pick Up** from the **Key Type** field.
  d. Select the desired line from the **Account ID** field.
  e. Do one of the following:
    - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.

- Select 

  , and then select the desired contact.

f. Select **Save**.

The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Call Park & Call Retrieve

Park or Retrieve Call in FAC Mode

Introduction

You can park the call to the local or desired extension by dialing the park code.

Park Call in FAC Mode

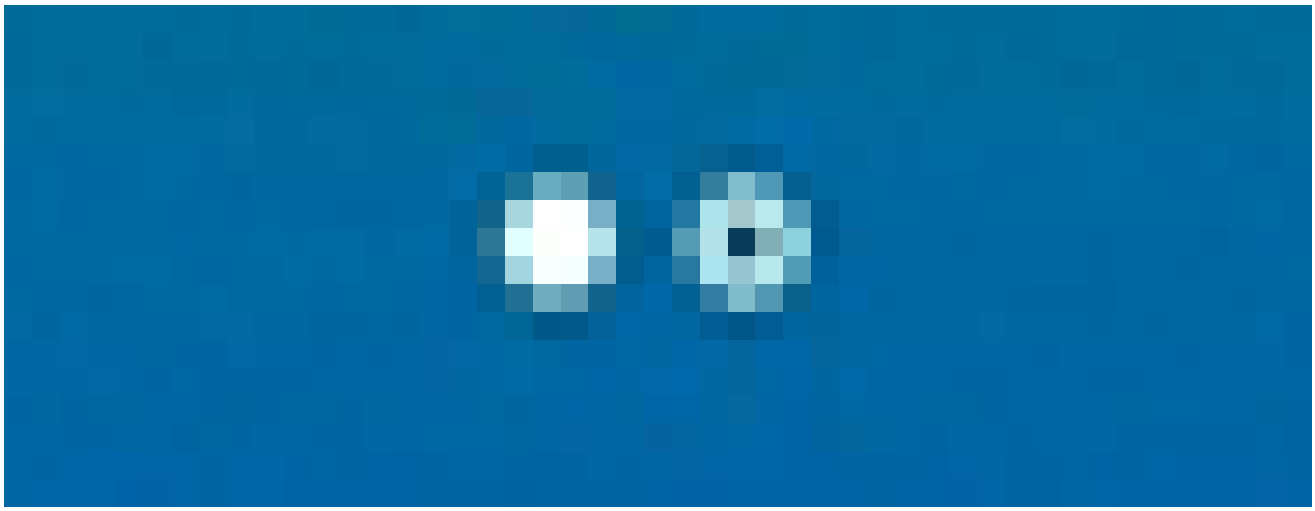
You can park a call in the FAC mode directly. When you park a call to the local or desired extension, the call is held in the same network on your phone.

Before You Begin

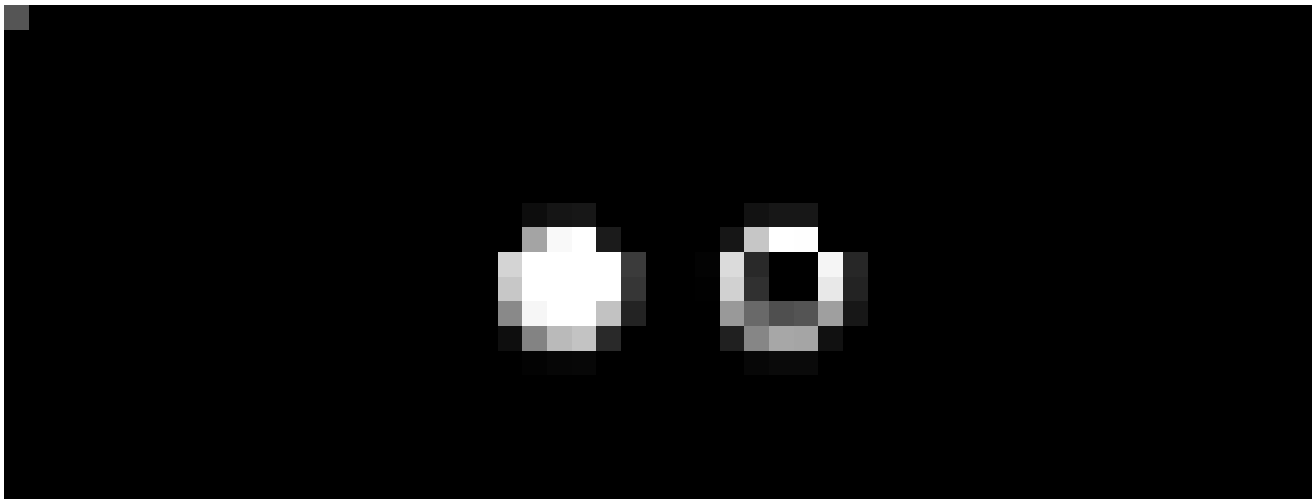
Your system administrator has set call park in the FAC mode.

Procedure

1. During a call, select **Park** (You may need to select **More**(



/



/

) > **Park**).

2. *The phone will dial the call park code, which is pre-configured.*
2. Do one of the following:
3. *If the call is parked successfully, you will hear a voice prompt that the call is parked.*
   - If you want to park the call against the local extension, press the **#** key.
   - If you want to park the call against the desired extension, enter the extension (for example, 4606) where you want to park the call and press the # key.

> You can use a Park key or a BLF key to park a call to a specific contact directly. The BLF key is not available on the T30P/T30 phone.

Retrieve Parked Call in FAC Mode

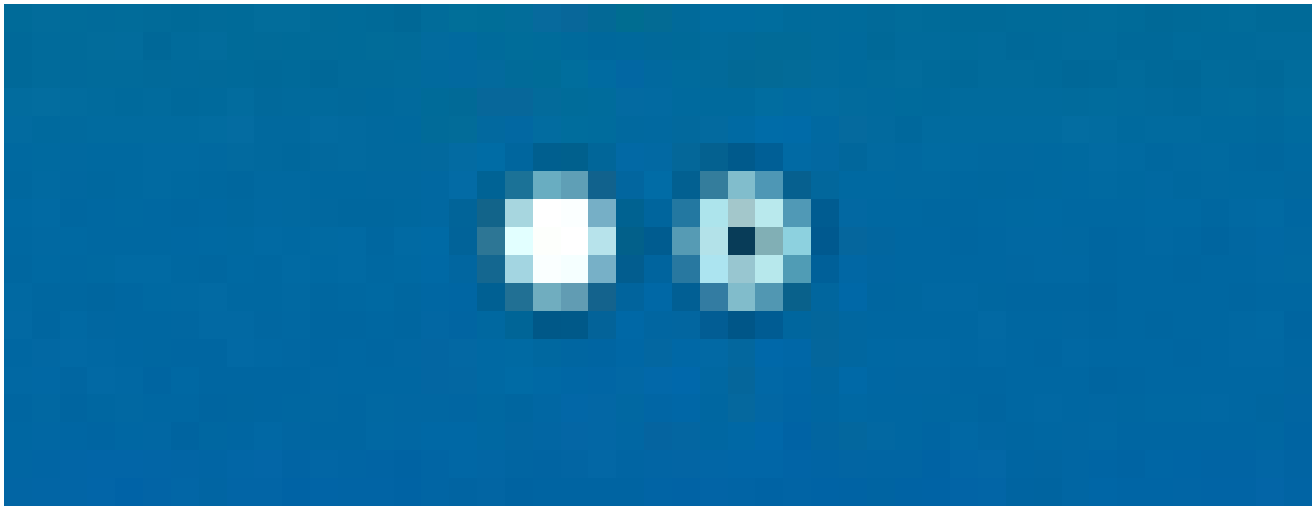
You can retrieve a parked call in the FAC mode from any phone within your network.

Before You Begin

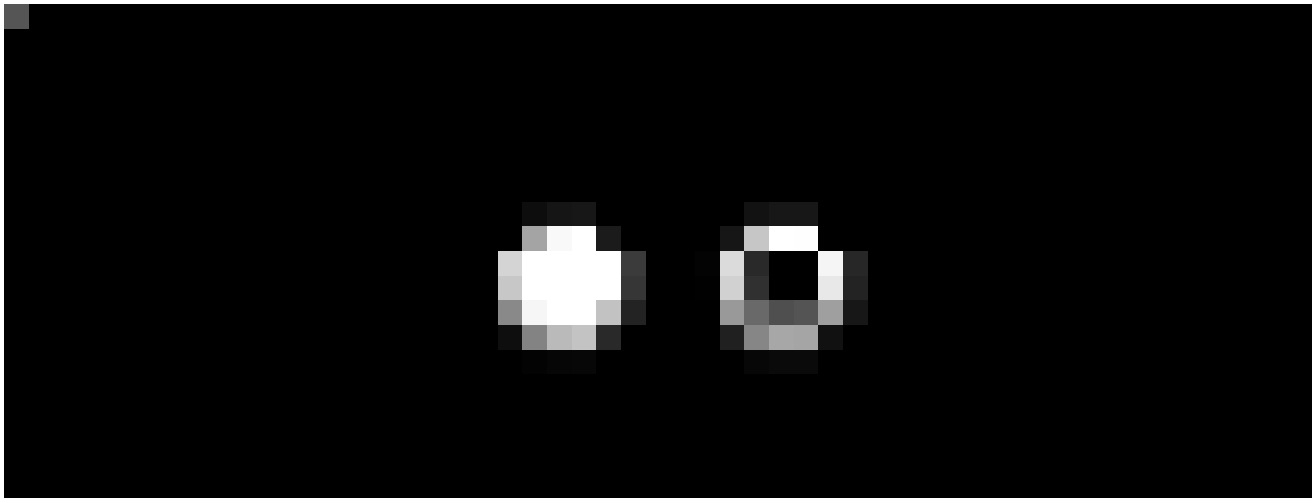
Your system administrator has set call park in the FAC mode. There is a call parked on the extension.

Procedure

1. Select **Retrieve** (You may need to select **More**(



/



) > **Retrieve**) on the dialing screen.

2. For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
3. *The phone will dial the park retrieve code, which is configured in advance.*
   a. Pick up the handset, press the Speakerphone key, or tap the line key.
   b. Select **Retrieve** on the dialing screen.
2. Follow the voice prompt to retrieve:
   - Press the # key on the phone where the call is parked.
   - Enter the desired extension followed by # (for example, 4606#) on any phone.

When the phone is idle, you can use a Retrieve key or a BLF key to retrieve a parked call directly

Park or Retrieve Call in Transfer Mode

Introduction

You can park the call to the shared parking lot through a blind transfer.

For some servers, the system will return a specific retrieve park number (park retrieve code) after parking successfully.

Park Call in Transfer Mode

You can park a call in the transfer mode directly. When you park a call to the shared parking lot, the call is held on your phone.

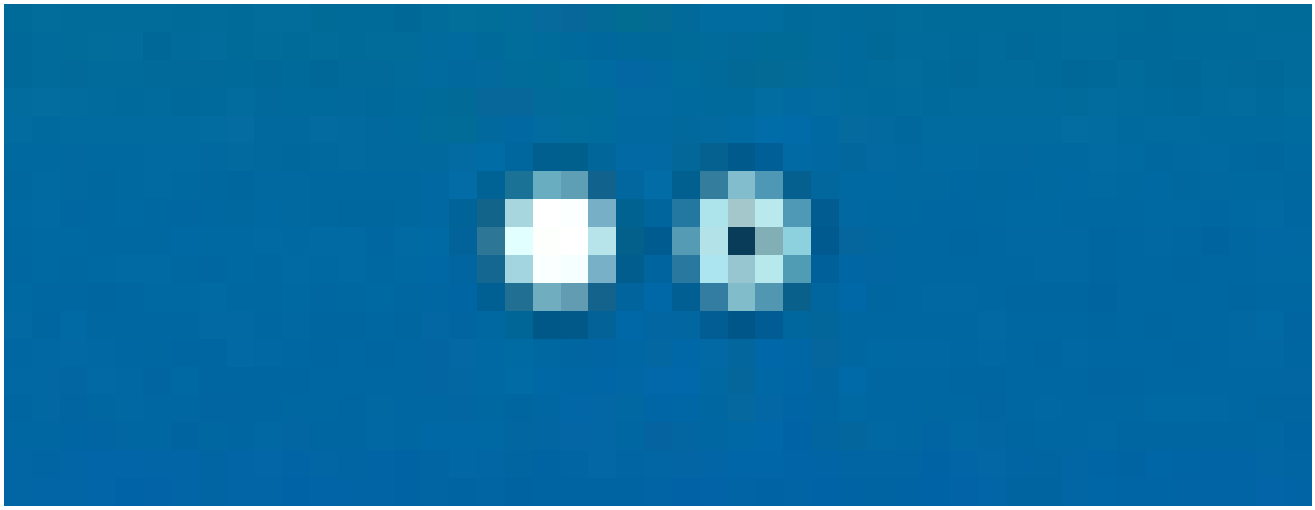
Before You Begin

Your system administrator has set call park in the Transfer mode.

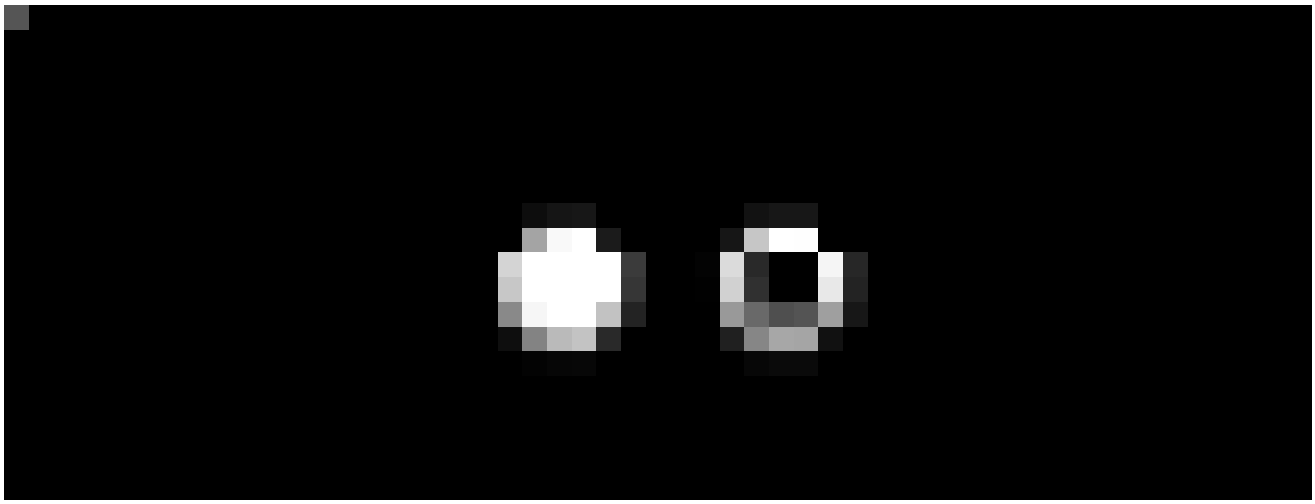
Procedure

Do one of the following:

- During a call, select **Park** (You may need to select **More**(



/



/

) > **Park**.

The call will be directly transferred to the shared parking lot.

You can use a Call Park key to park a call to a specific shared parking lot directly.

Retrieve Parked Call in Transfer Mode

You can retrieve a parked call in the transfer mode from any phone in the same network.

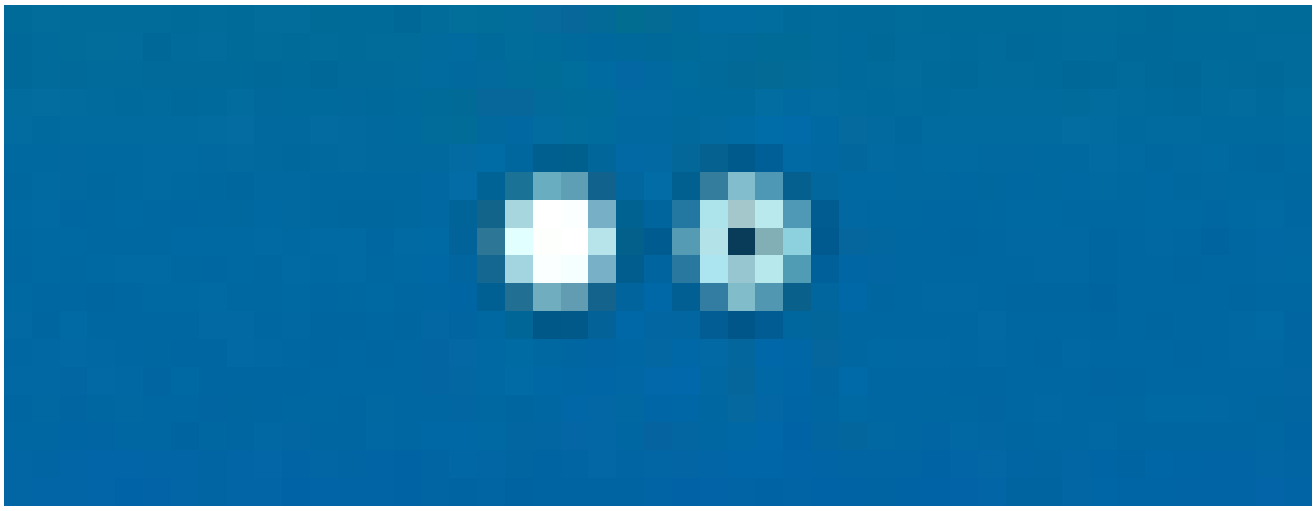
Before You Begin

Your system administrator has set call park in the Transfer mode. There is a call parked on the shared parking lot.

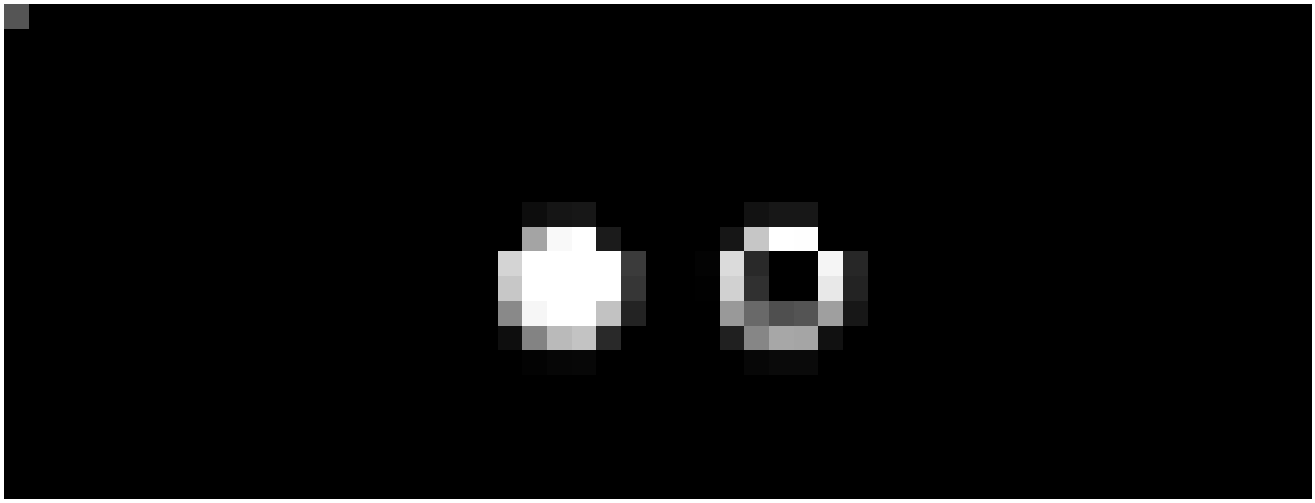
Procedure

Do one of the following:

- Select **Retrieve** (You may need to select **More**(



/



/

) > **Retrieve**) on the dialing screen.

- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:

  a. Pick up the handset, press the Speakerphone key, or tap the line key.

  b. Tap **Retrieve Park** on the dialing screen.

The phone will retrieve the parked call from the shared parking lot.

When the phone is idle, you can use a Retrieve key to retrieve a parked call directly.

Park or Retrieve Call with Park or Retrieve Key

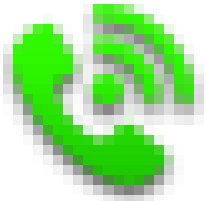
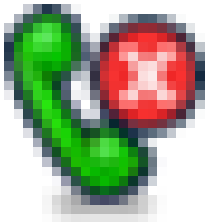
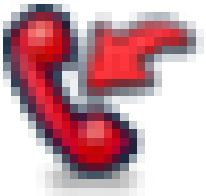
Introduction

You can easily use a Park key to park a call to a specific extension (if the FAC mode is set) or shared parking lot (if the Transfer mode is set), and quickly retrieve this parked call using a retrieve key.

State Indicator of Park/Retrieve key

You can get the call park/retrieve status by viewing the icon indicator of the Park/Retrieve key.

- **For T57W/T54W/T53C/T48S/T48G/T48U/T33P/T33G/T34W/T46S/T46G/T46U/T44U/T44W/T7X/T8X**:

Icons	Description	Icons	Description
 /	Park successfully/Idle state.	/  /	Park failed.
/ 	Ringing state.	/ /	Retrieve the parked call.

- **For VP59/T58A/T58W**:

Icons	Description	Icons	Description

/	Park successfully/Idle state.	/	Park failed.
/	Ringing state.	/	Retrieve the parked call.

Park Call via Park Key

You can set a line key as a Park key, and specify an extension or a shared parking lot you want to park a call to for this key. By using the Park key, you can park a call quickly.

Before You Begin

Check with your system administrator if the FAC or Transfer mode is set on your phone, and if **Account ID** is necessary for this key.

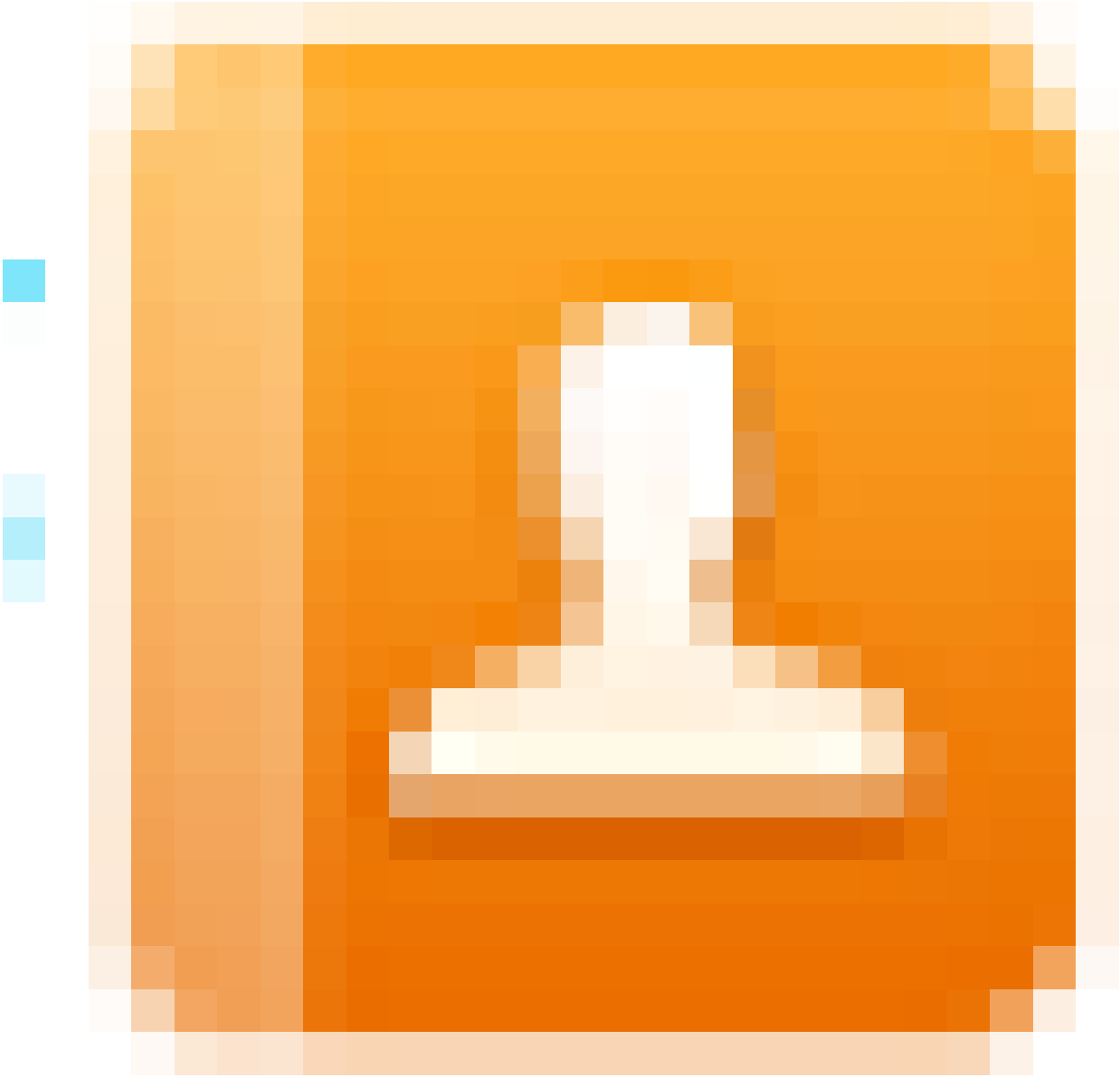
Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Key Event** from the **Type** field.
  d. Select **Call Park** from the **Key Type** field.
  e. (Optional) Select the desired line from the **Account ID** field.
  f. Do one of the following:
    - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the

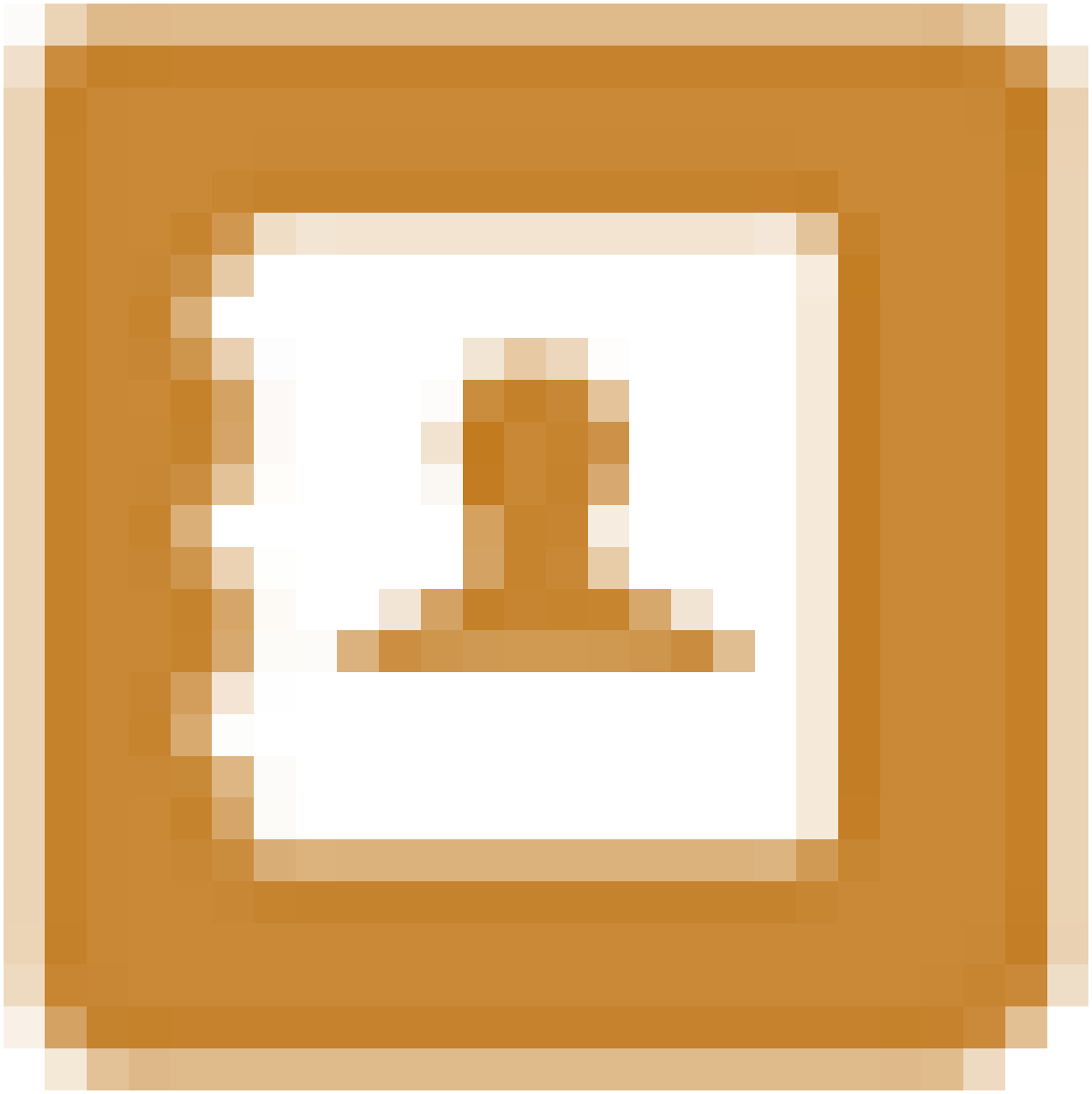
directed call pickup code followed by the specific extension in the **Value** field.

- Select the **Label** or **Value** field. Select **Directory** and select the desired contact from the Directory list. Or Select the **Label** or **Value** field. Select **Directory** (**Dir**) and select the desired contact from the Directory list.
- For T57W phones, select



, and then select the desired contact.

- For T48S/T48G/T48U phones, select



, and then select the desired contact.

g. Select **Save**.

- For CP925/CP935W phones:

  a. Tap **Dsskey**.

  b. Select the desired line key.

  c. Select

.

d. Select **Key Event** from the **Type** field.

e. Select **Call Park** from the **Key Type** field.

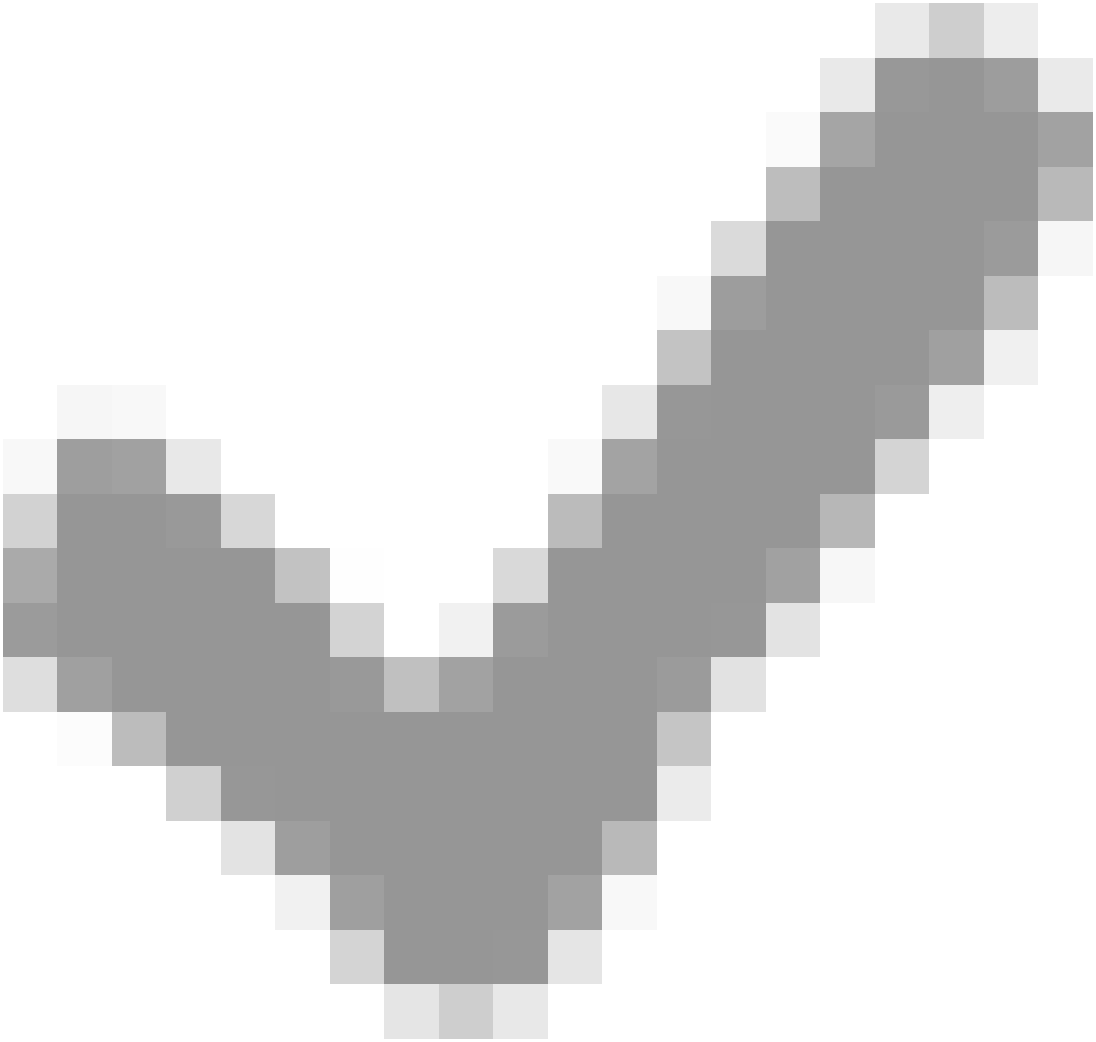
f. (Optional) Select the desired line from the **Account ID** field.

g. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select

to select the desired contact.

h. Select



.

i. When the target phone receives an incoming call, you can press the Pick Up key, and the call is answered on your phone.

- For VP59/T58A/T58W phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Features** > **Dsskey**.

  c. Select the desired line key.

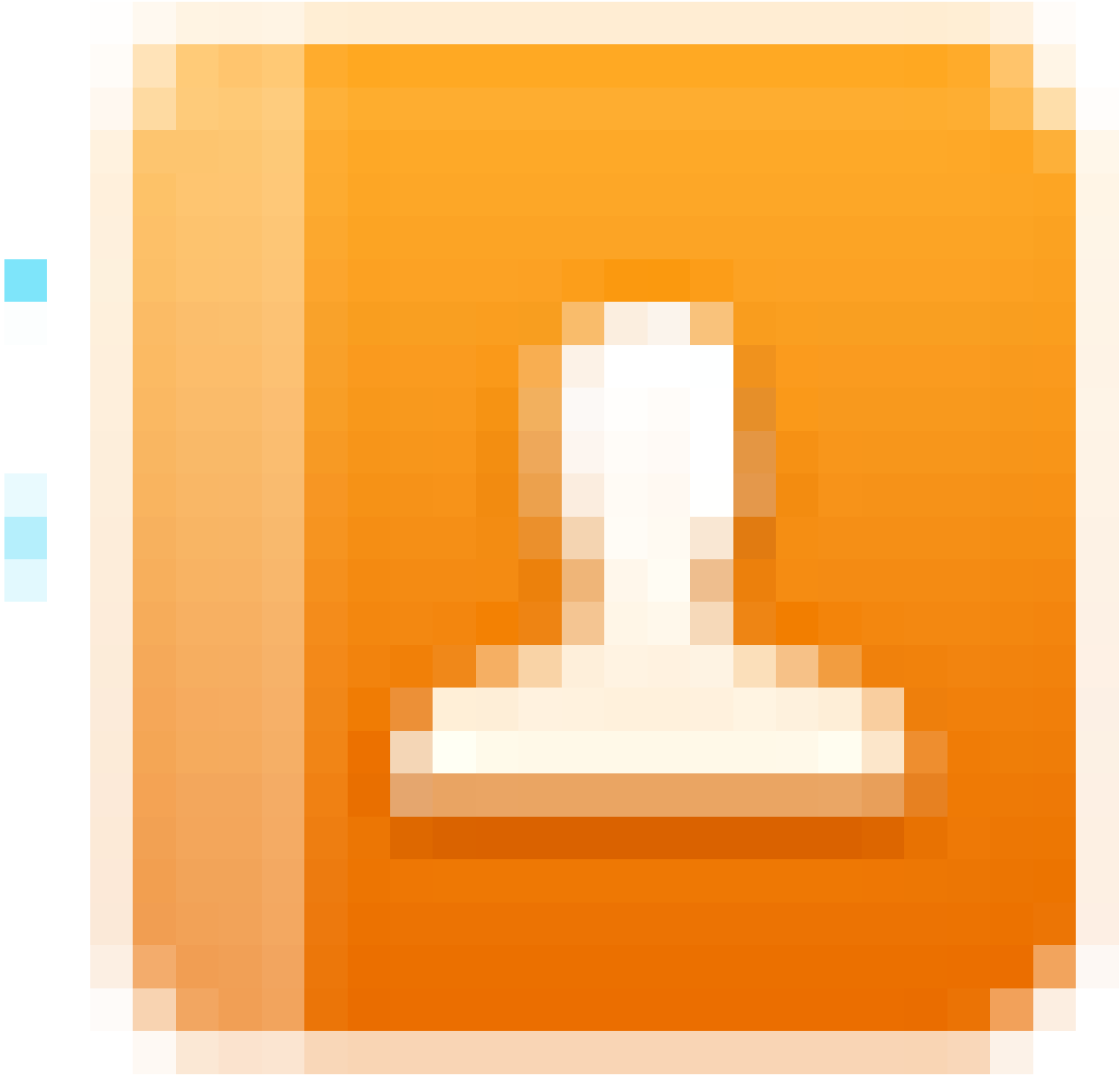
  d. Select **Key Event** from the **Type** field.

  e. Select **Call Park** from the **Key Type** field.

f. (Optional) Select the desired line from the **Account ID** field.

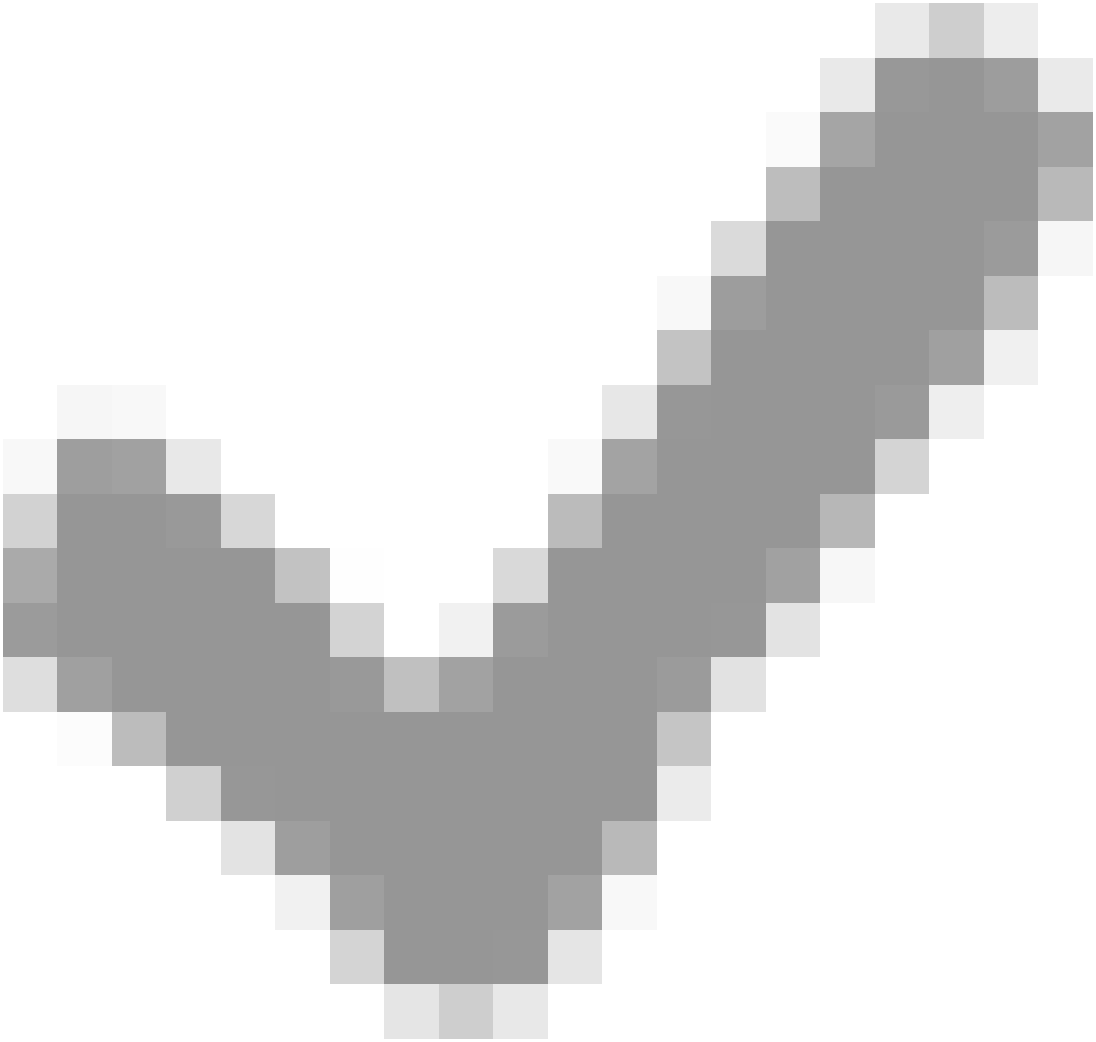
g. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select



, and then select the desired contact.

h. Select



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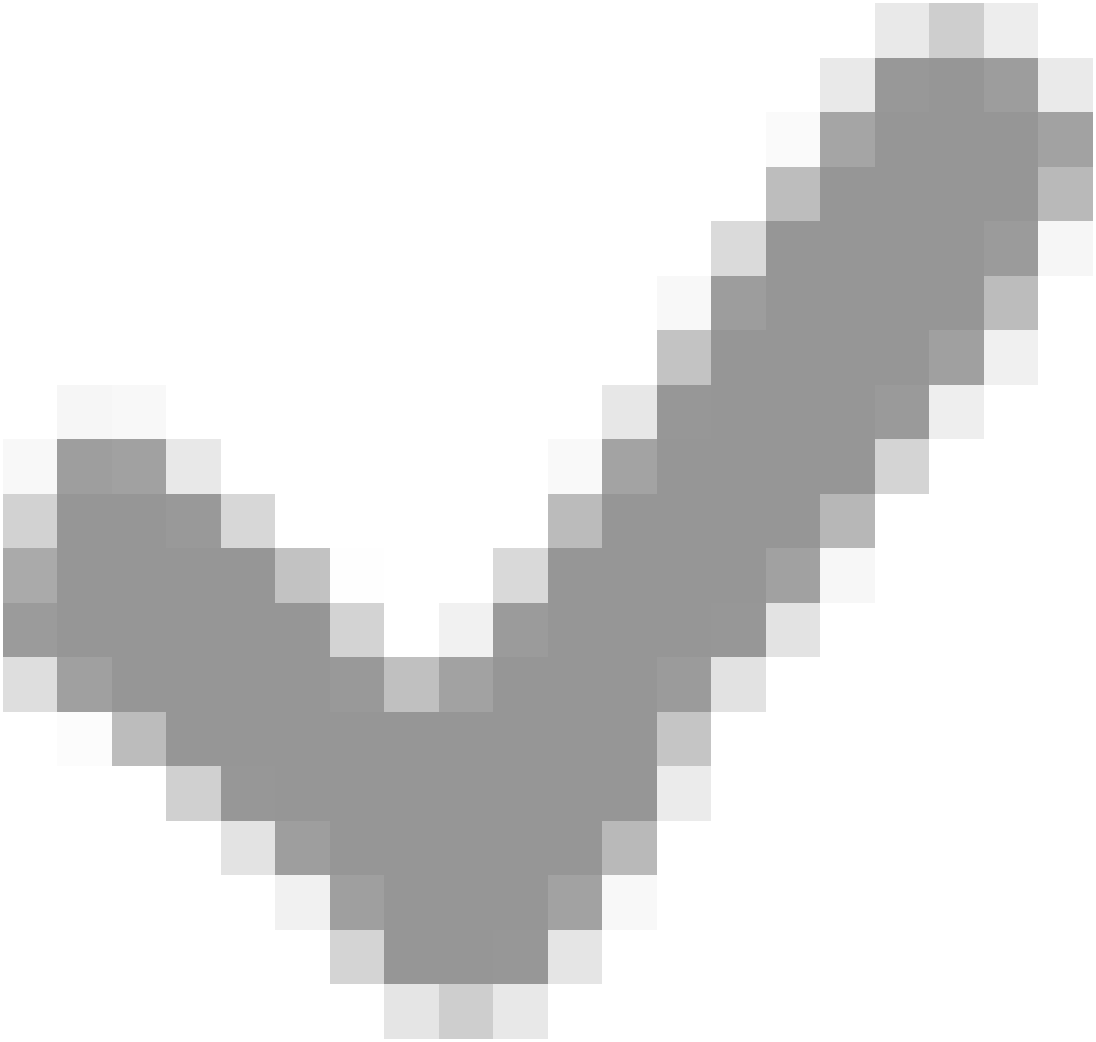
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Dsskey**.
  c. Select the desired line key.
  d. Select **Key Event** from the **Type** field.
  e. Select **Call Park** from the **Key Type** field.
  f. (Optional) Select the desired line from the **Account ID** field.
  g. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select

, and then select the desired contact.

h. Select



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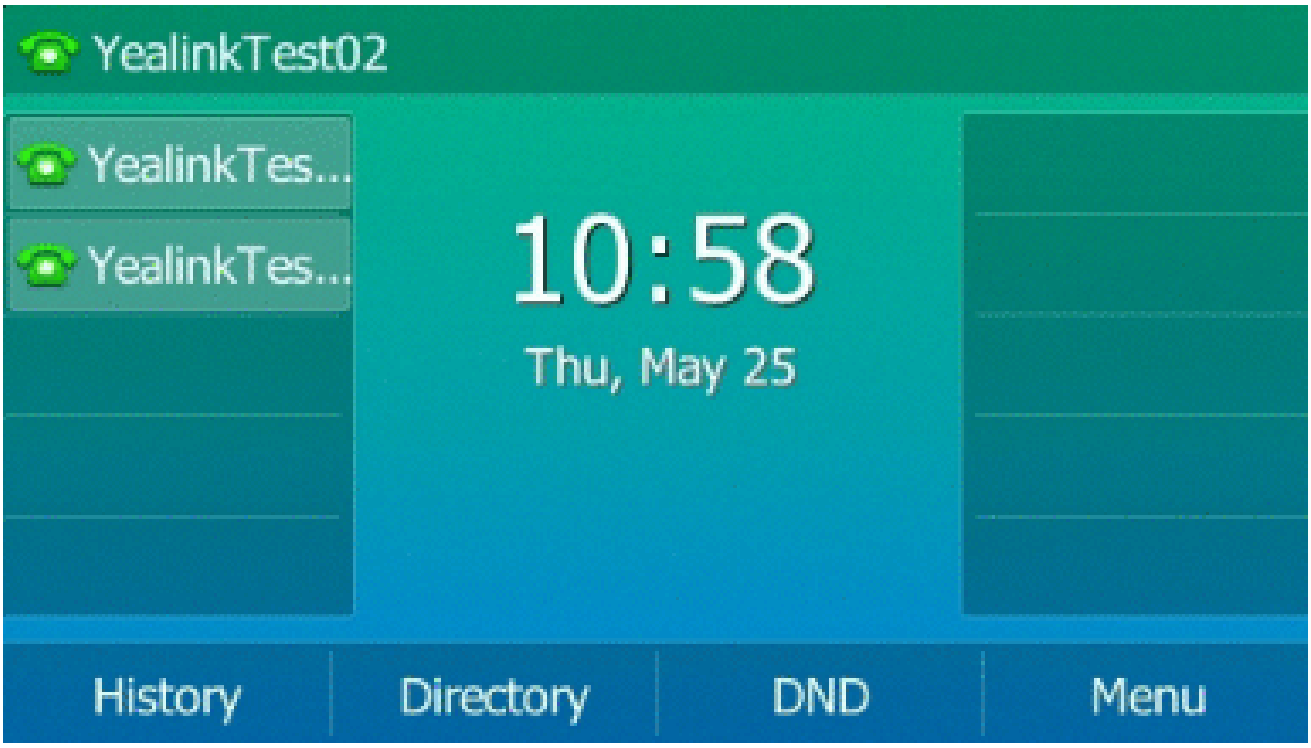
The following takes T54W as an example.



During a call, you can press the Call Park key, and the call is parked to the desired extension or the shared parking lot directly.

Retrieve Parked Call via Retrieve Key

You can set a line key as a Retrieve key and specify a parked extension or retrieve lot you want to retrieve a parked call from for this key. By using the Retrieve key, you can retrieve a parked call quickly.

Before You Begin

Check with your system administrator if the FAC or Transfer mode is set on your phone and if **Account ID** is necessary for this key.

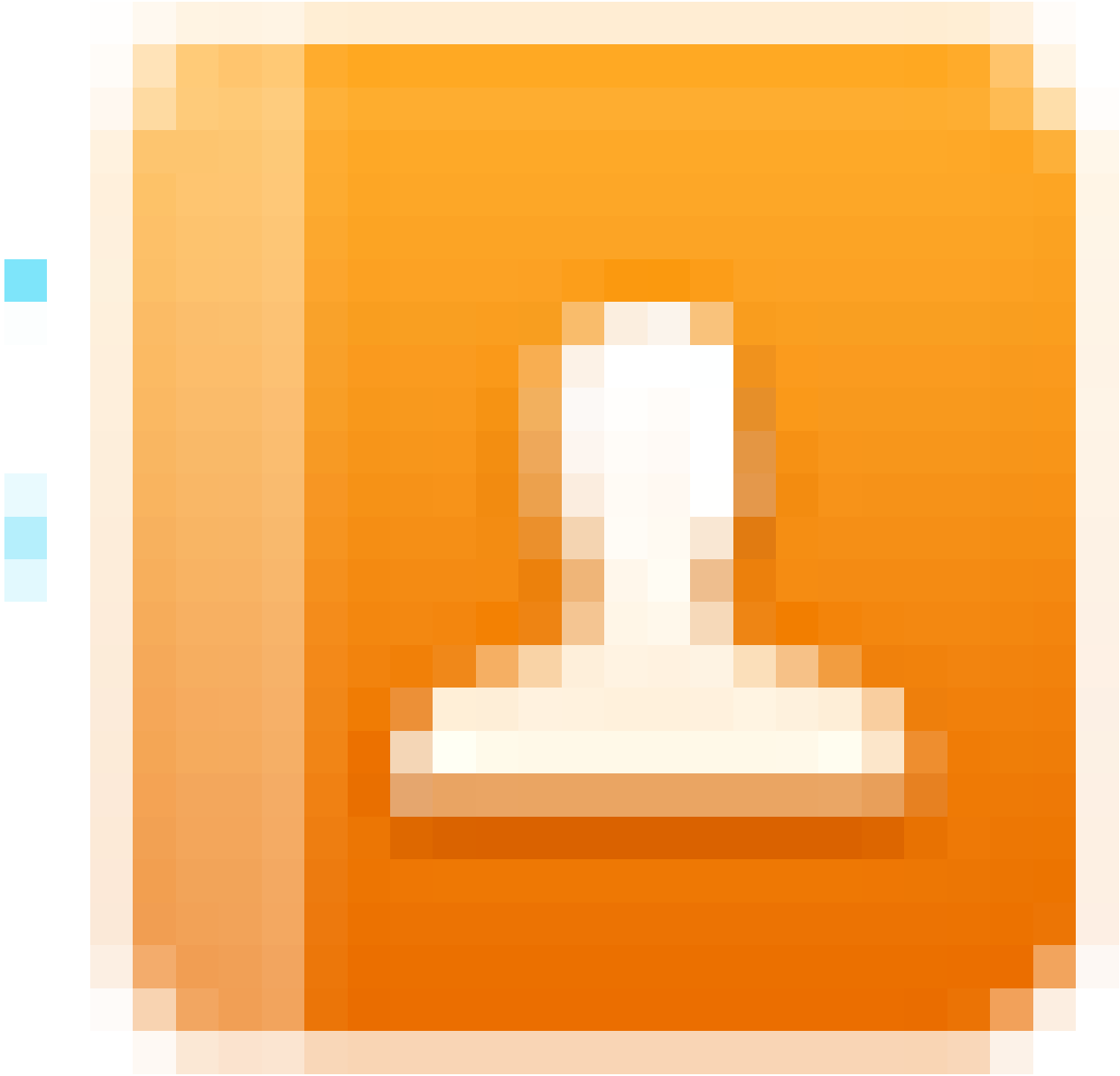
Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Retrieve Park** from the **Type** field.
  d. (Optional) Select the desired line from the **Account ID** field.
  e. Do one of the following:
    - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
    - Select the **Label** or **Value** field. Select **Directory** and select the desired contact from the Directory list. Or select the **Label** or **Value** field. Select **Directory** (**Dir**) and select

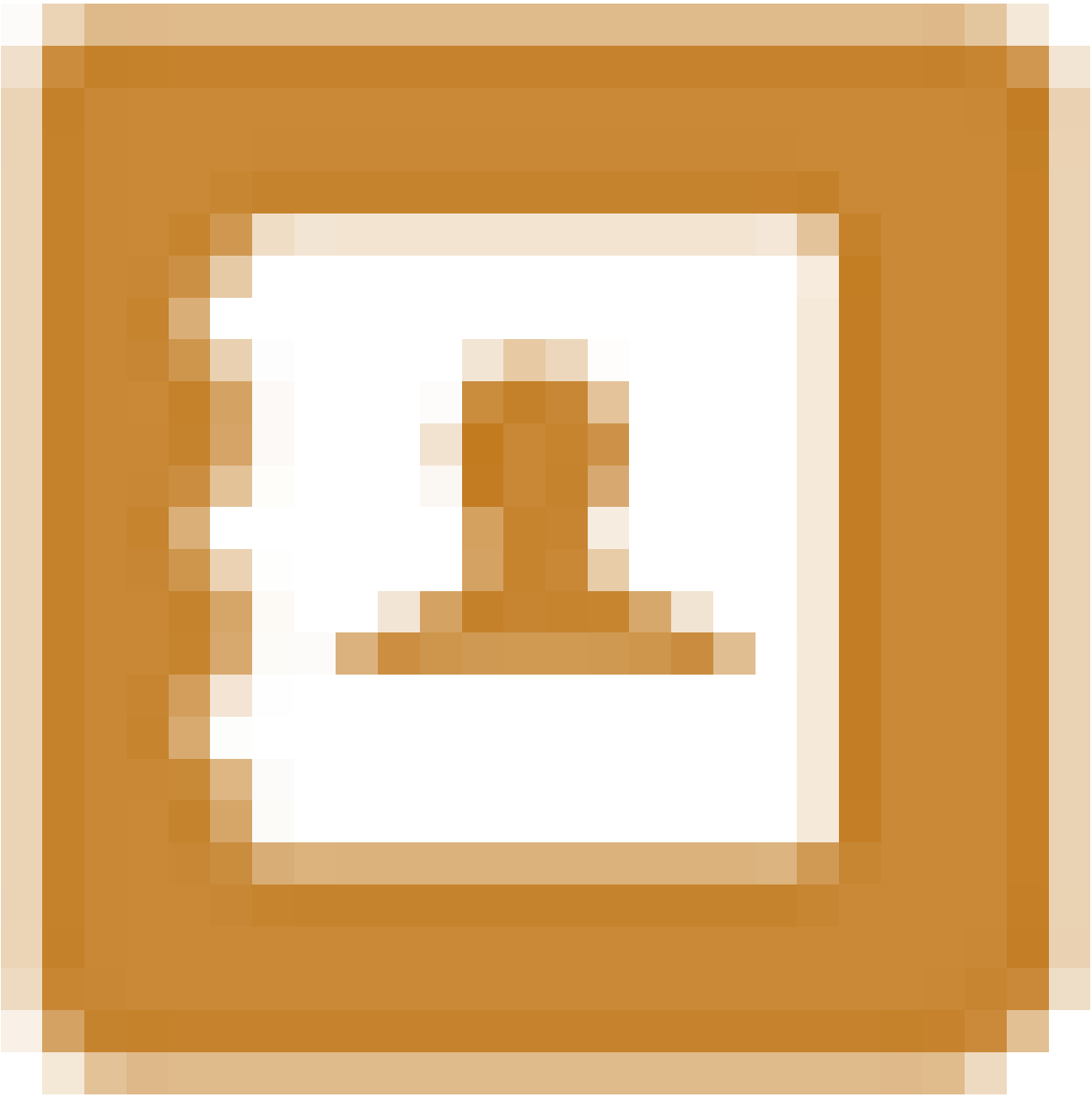
the desired contact from the Directory list.

- For T57W phones, select



, and then select the desired contact.

- For T48S/T48G/T48U phones, select



, and then select the desired contact.

f. Select **Save**.

- For CP925/CP935W phones:

  a. Tap **Dsskey**.

  b. Select the desired line key.

  c. Select

.

d. Select **Retrieve Park** from the **Type** field.

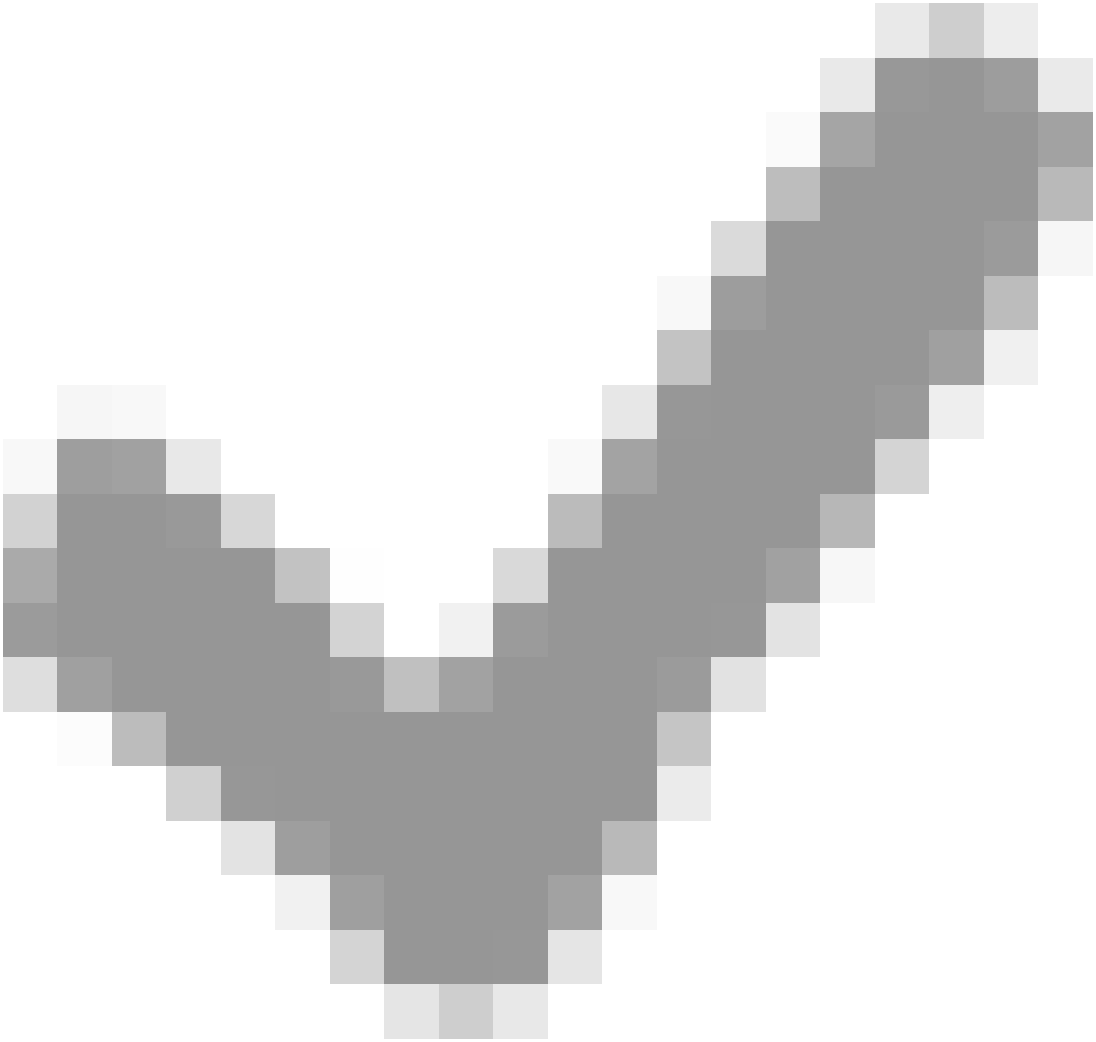
e. (Optional) Select the desired line from the **Account ID** field.

f. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select

to select the desired contact.

g. Select



.

h. When the target phone receives an incoming call, you can press the Pick Up key and the call is answered on your phone.

- For VP59/T58A/T58W phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Features** > **Dsskey**.

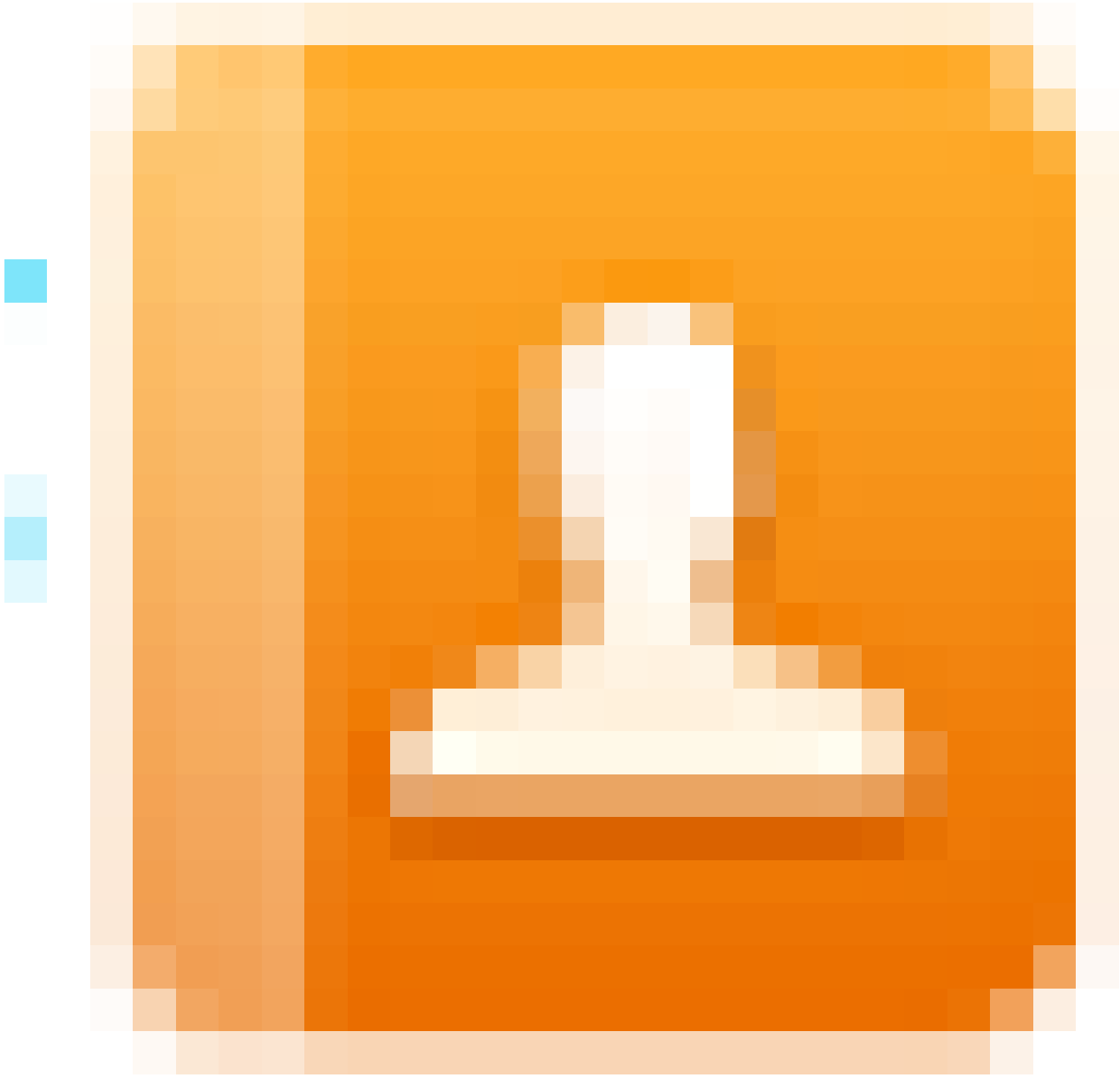
  c. Select the desired line key.

  d. Select **Retrieve Park** from the **Type** field.

  e. (Optional) Select the desired line from the **Account ID** field.

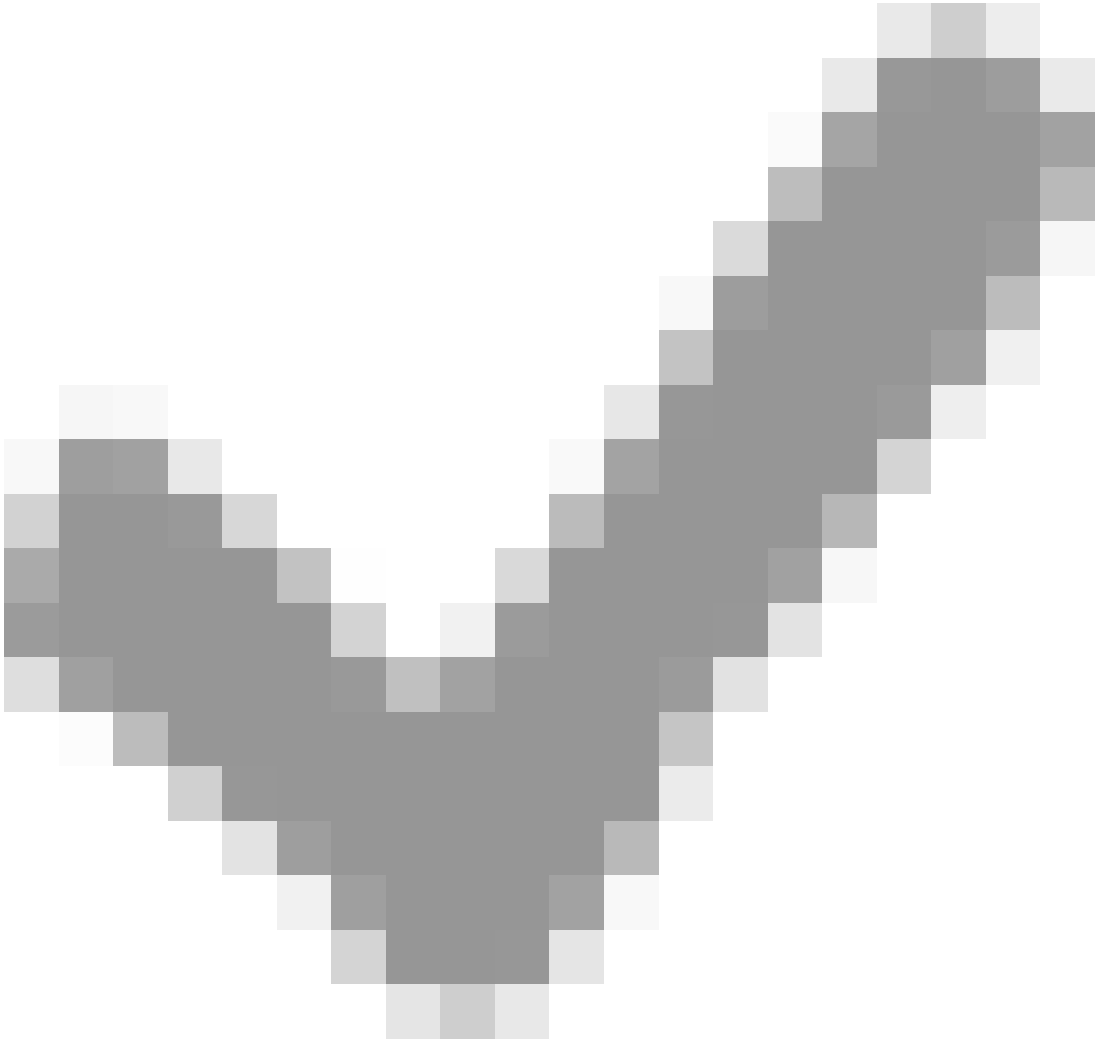
f. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select



, and then select the desired contact.

g. Select



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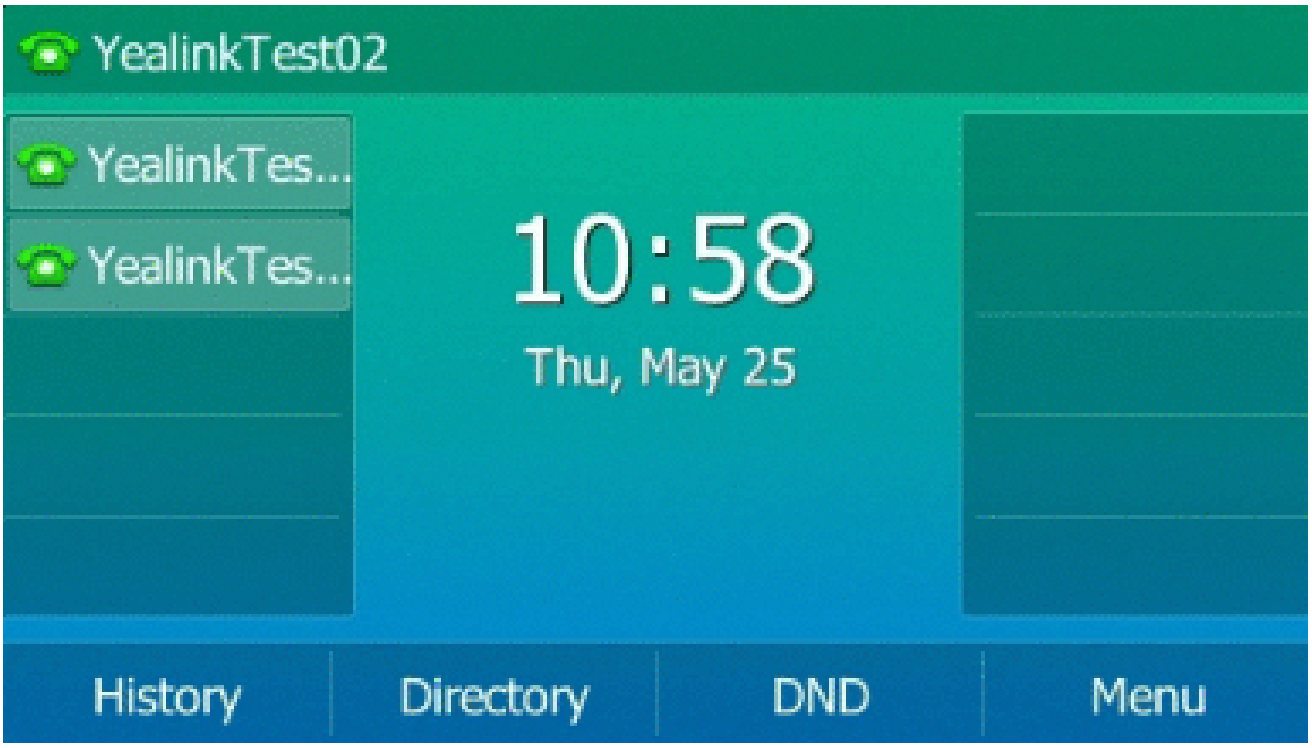
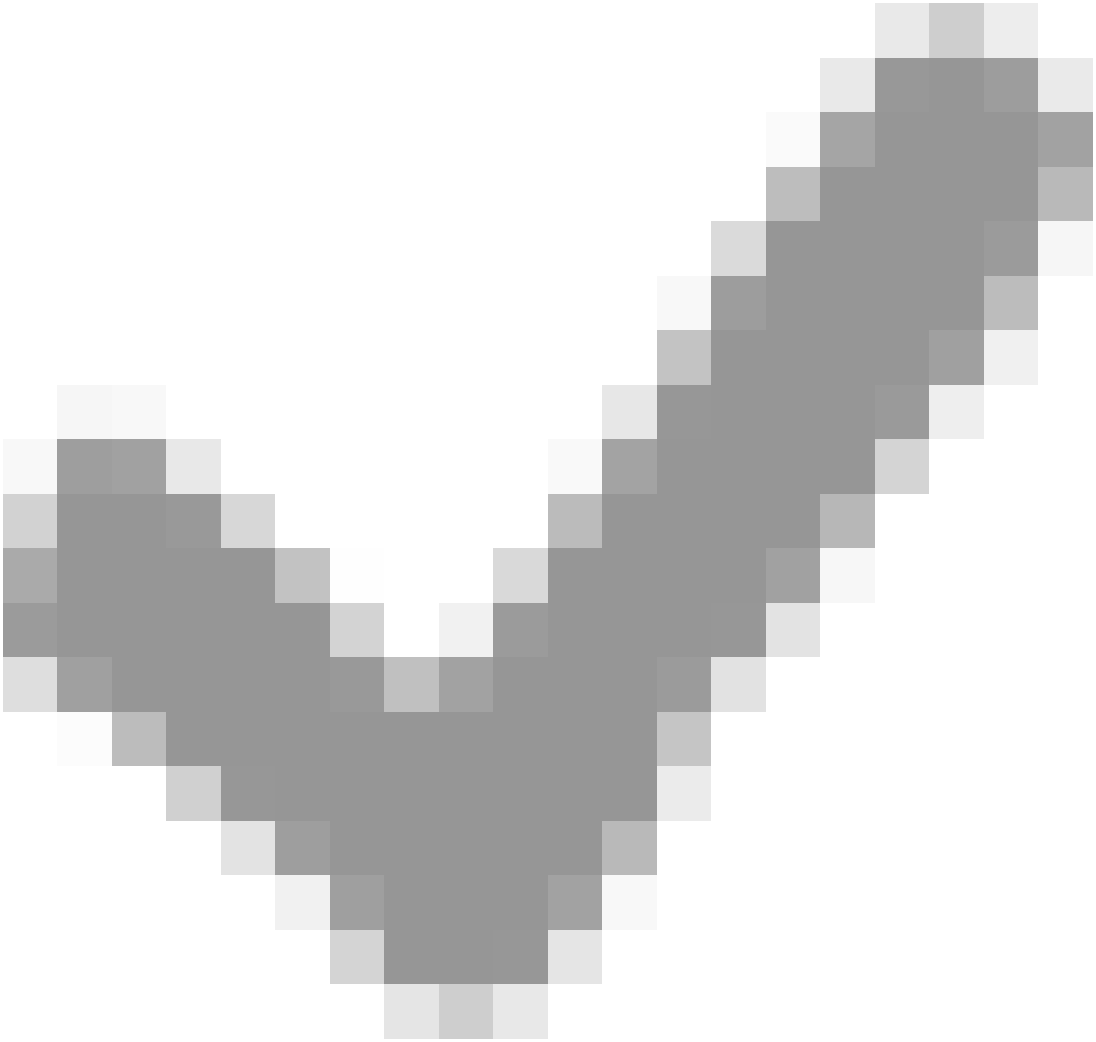
The following takes T54W as an example.



- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Dsskey**.
  c. Select the desired line key.
  d. Select **Key Event** from the **Type** field.
  e. Select **Retrieve Park** from the **Type** field.
  f. (Optional) Select the desired line from the **Account ID** field.
  g. Do one of the following:
    - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
    - Select

, and then select the desired contact.

h. Select



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By default, you can long press the desired line key to set it.

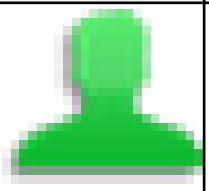
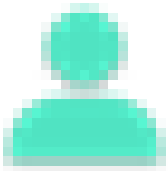
When a call is parked on the extension or the shared parking lot, you can press the Retrieve key on the idle screen, and the call is retrieved from the parked extension or shared parking lot directly.

Busy Lamp Field (BLF)

State Indicator of Remote Line by BLF Key

You can get the monitored line's status by viewing the LED and icon indicator of the BLF key.

T34W/T33P/T33G/T48U/T5X/VP59

Icons	Description	Icons	Description
 / 	The monitored line is idle	(Flashing)	The monitored line is ringing.
	The monitored line is dialing		The monitored line is busy or in a call.
	The monitored line places a call on hold		A call is parked to the monitored line.
	The monitored line fails to register or does not exist.		

T46S/T46G/T46U/T44U/T44W

Icons	Description	Icons	Description
	The monitored line is idle		The monitored line is

			ringing.
	The monitored line is dialing		The monitored line is busy or in a call.
	The monitored line places a call on hold		A call is parked to the monitored line.
	The monitored line fails to register or does not exist.		

T7X/T8X

Icons	Description	Icons	Description
	The monitored line is idle	(Flashing)	The monitored line is ringing.
(Flashing)	The monitored line is dialing		The monitored line is busy or in a call.
	The monitored line places a call on hold		A call is parked to the monitored line.
	The monitored line fails to register or does not exist.		

CP925/CP935W/CP965

Icons	Description	Icons	Description
	The monitored line is idle		The monitored line is ringing.

	The monitored line is dialing		The monitored line is busy or in a call.
	The monitored line places a call on hold		A call is parked to the monitored line.
	The monitored line fails to register or does not exist.		

Audio Alert for BLF Pickup

Introduction

You can set the alert ring type for the monitored lines to make recognizing it easier.

Set Alert Tone for Monitored Lines

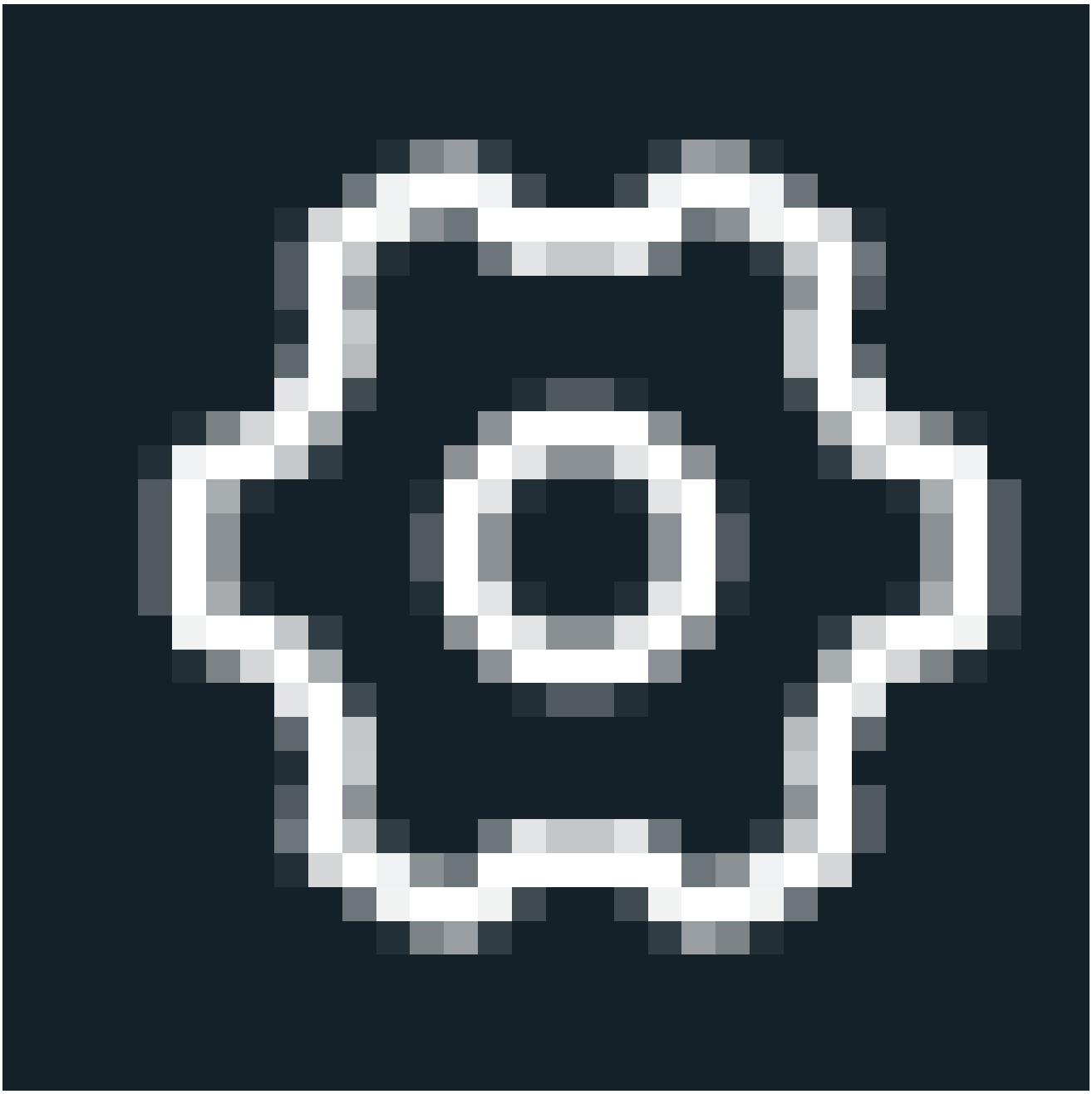
You can set the alert ring type for the monitored lines to make it easier to recognize.

Before You Begin

Check with your system administrator to see if the Audio Alert for the BLF Pickup feature is available.

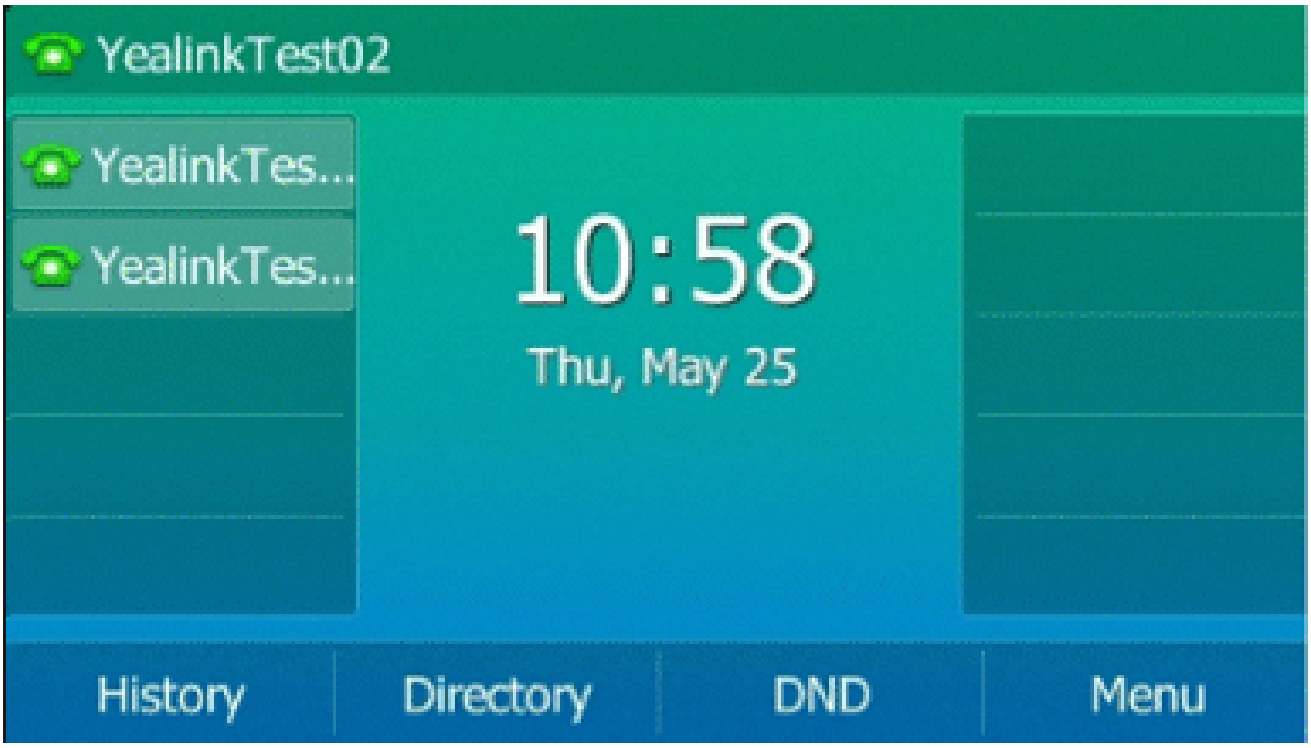
Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Settings** > **Basic Settings** > **Sound** > **BLF Ring Tones** or **Menu** > **Basic** > **Sound** > **BLF Ring Tones**.
   - For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >

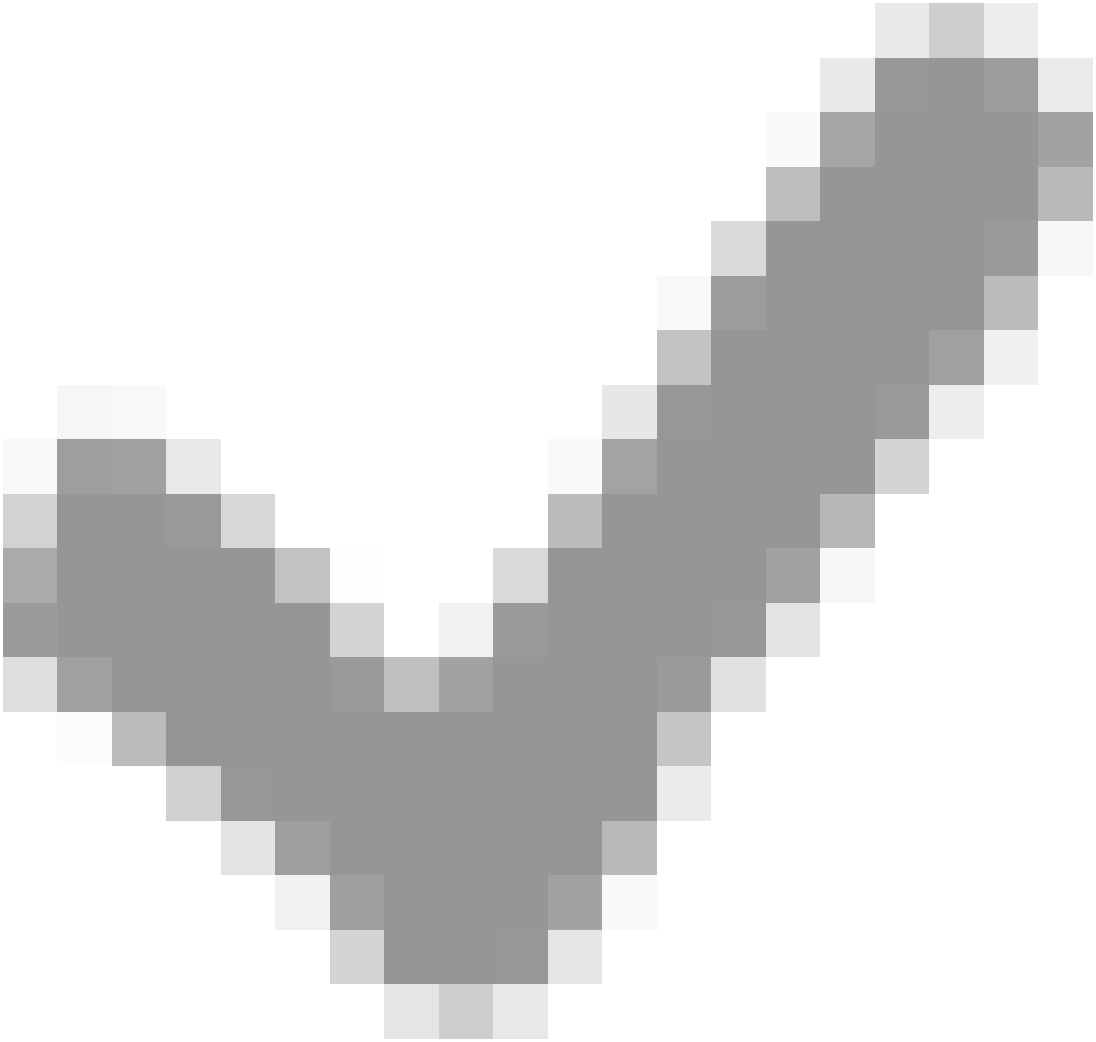


> **Ring Tones** > **BLF Ring Tones**.

- For VP59/T58A/T58W phones:
  i. Swipe left or right to go to the second idle screen.
  ii. go to **Settings** > **Basic Settings** > **Sound** > **BLF Ring Tones**.
  iii. The following takes T54W for example.



2. Select the desired ringtone.
3. Select **Save** or



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Visual Alert for BLF Pickup

Introduction

Your system administrator can configure your phone to display the call information when the specified monitored line receives an incoming call.

You can select to pick up the call to the monitored line, place a call to the monitored line, place a new call or go back to the idle screen.

If you select **Cancel** to return to the idle screen, you can long-press the BLF key to enter the **Calls for Pickup** screen again.

Set BLF Floating Notification

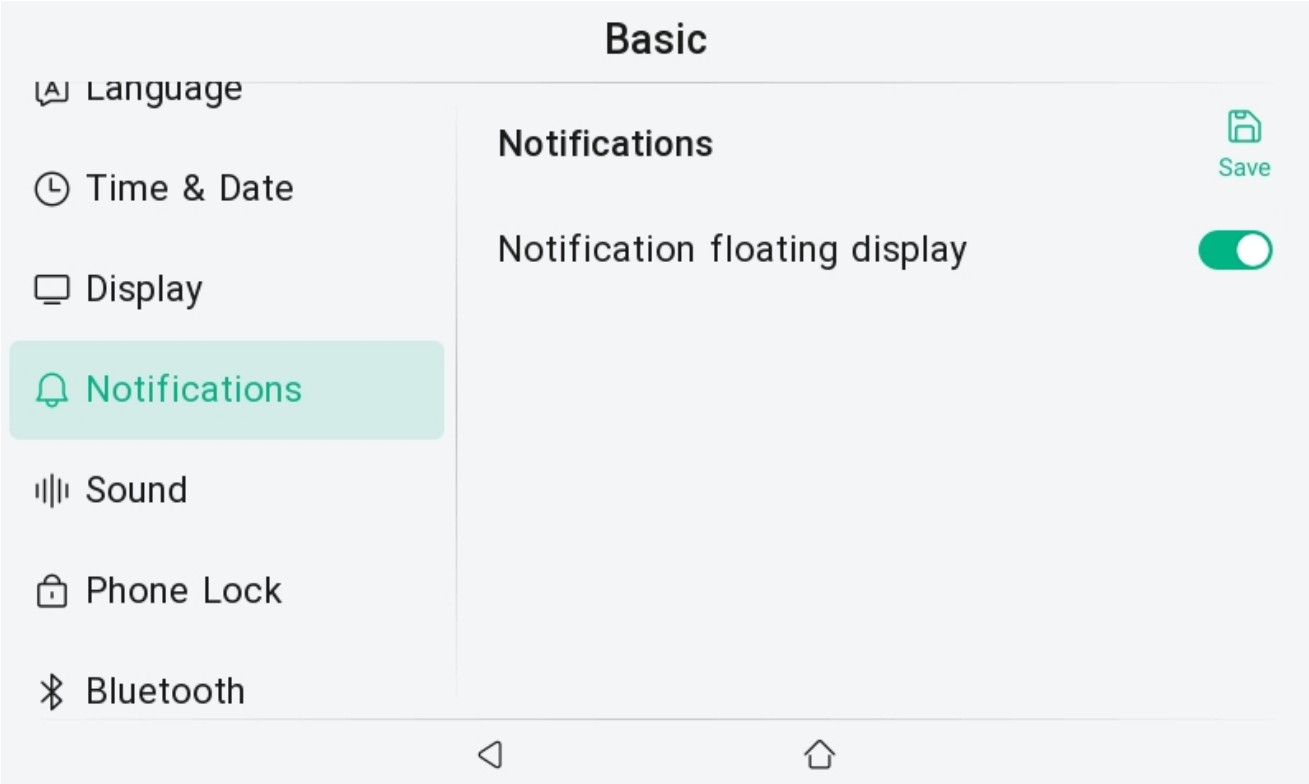
Introduction

In idle status, the phone can display a BLF floating window at the top, showing BLF functions after Dsskey11. On T77U and T87W phones, tapping the floating window allows direct navigation to the corresponding Dsskey page, while on the T88W phone, it directly opens BLF operation options.

Only applicable to T77U\T87W\T88W (Pro) phones.

Procedure

1. Go to **Menu** > **Basic** > **Notifications** > **Notification floating display**.



2. When this feature is enabled, if there is a change in the account monitored by Dsskey, a BLF floating window will appear at the top of the phone to notify the user of the change in the Dsskey status.

Set BLF Key

Introduction

You can set a BLF key to monitor a specific line for status changes on the phone.

Procedure

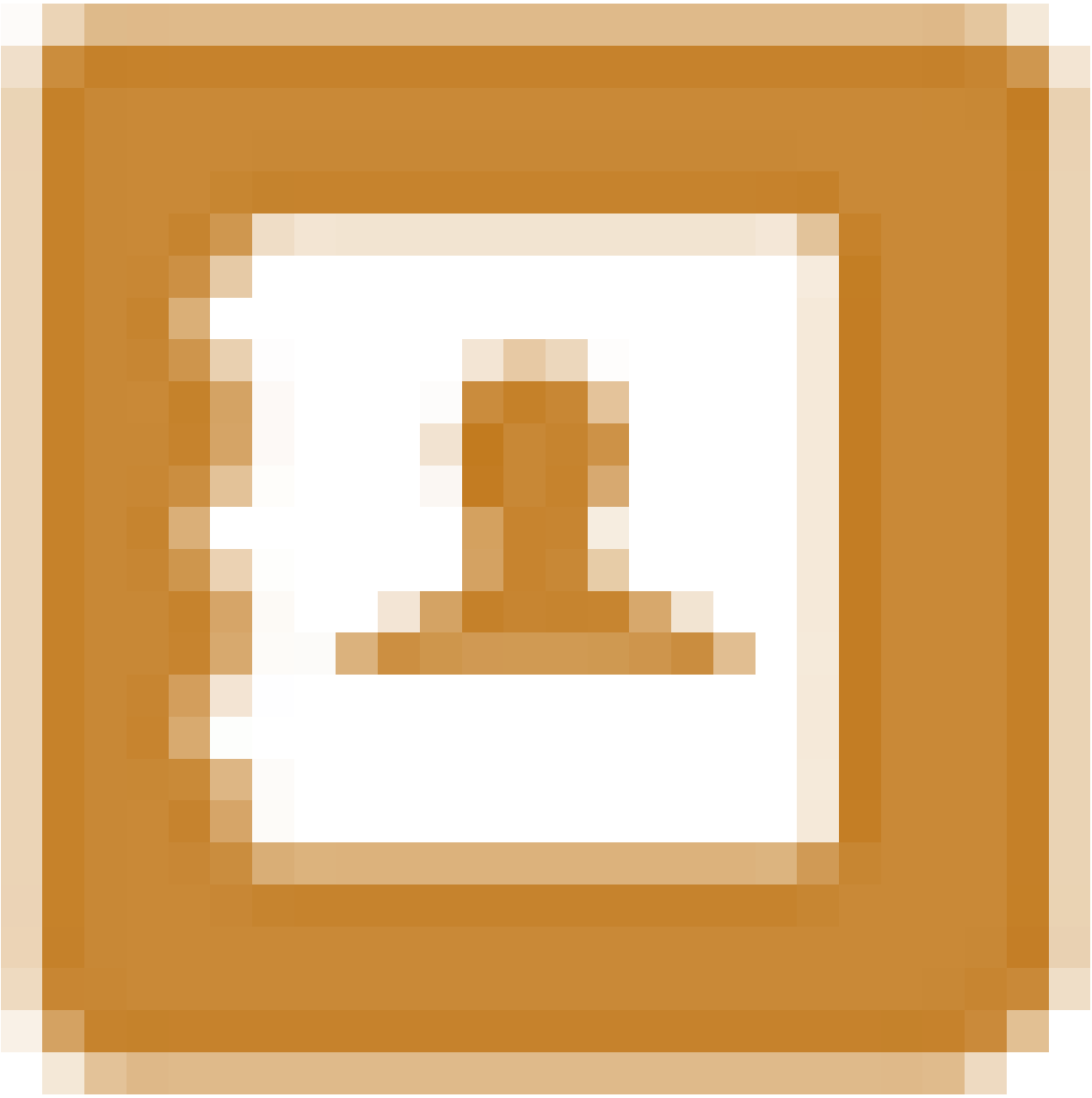
Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Features** > **Dsskey**.
- For CP925/CP935W/CP965 phones, tap **Dsskey**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Features** > **Dsskey**.
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Dsskey**.

1. Select the desired line key.
2. For CP925/CP935W/CP965 phones, tap

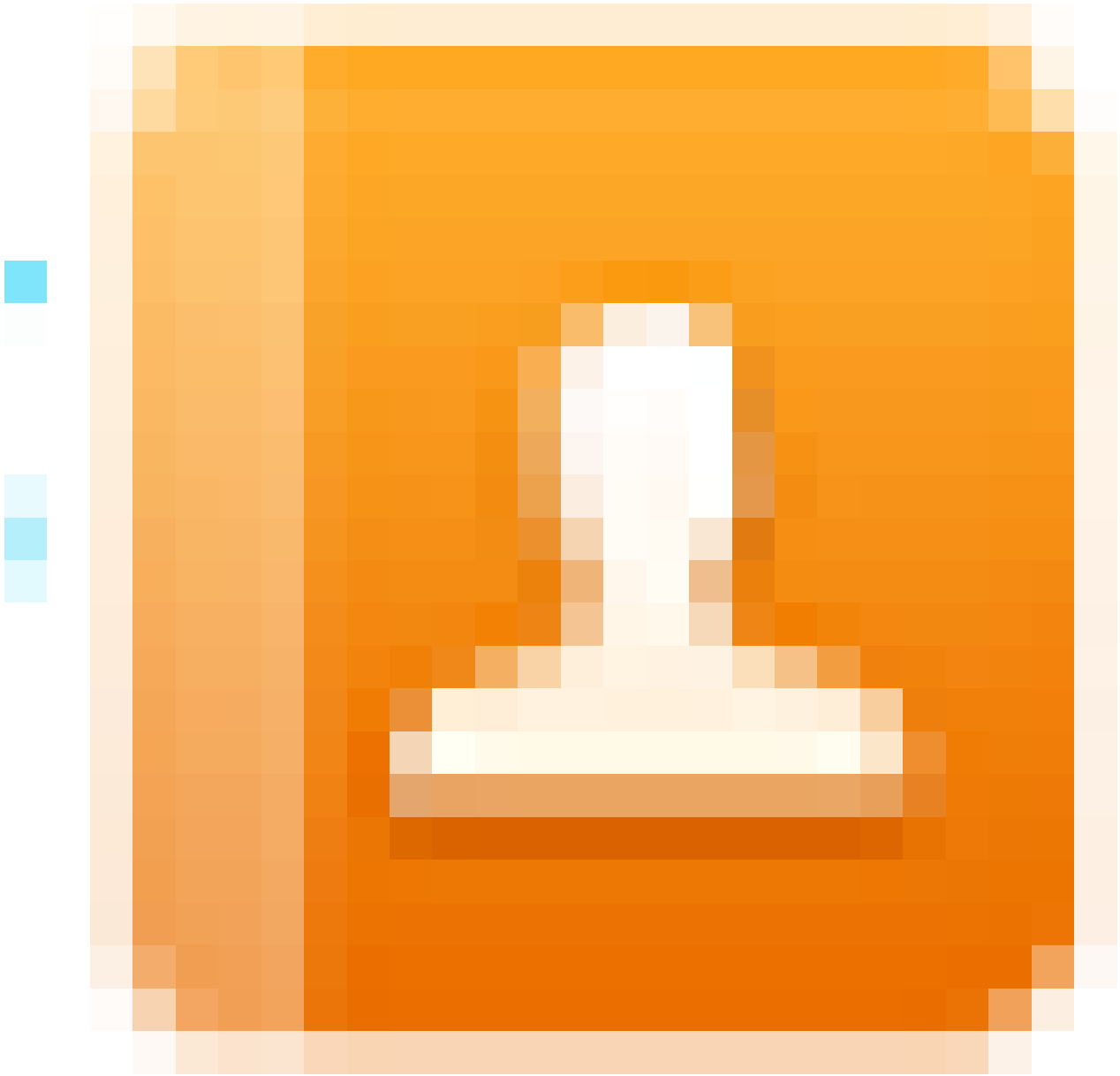
.

2. Select **BLF** from the **Type** field.
3. Select the desired line from the **Account ID** field.
4. Do one of the following:
   - (Optional) Enter the string that will appear on the phone screen in the **Label** field. Enter the phone number or the extension you want to monitor in the **Value** field.
   - Select the **Label** or **Value** field. Select **Directory** (**Dir**) and select the desired contact from the Directory list. Or select



and select the desired contact.

- For VP59/T58A/T58W/T57W/T88W (Pro)/T88V Pro phones, select

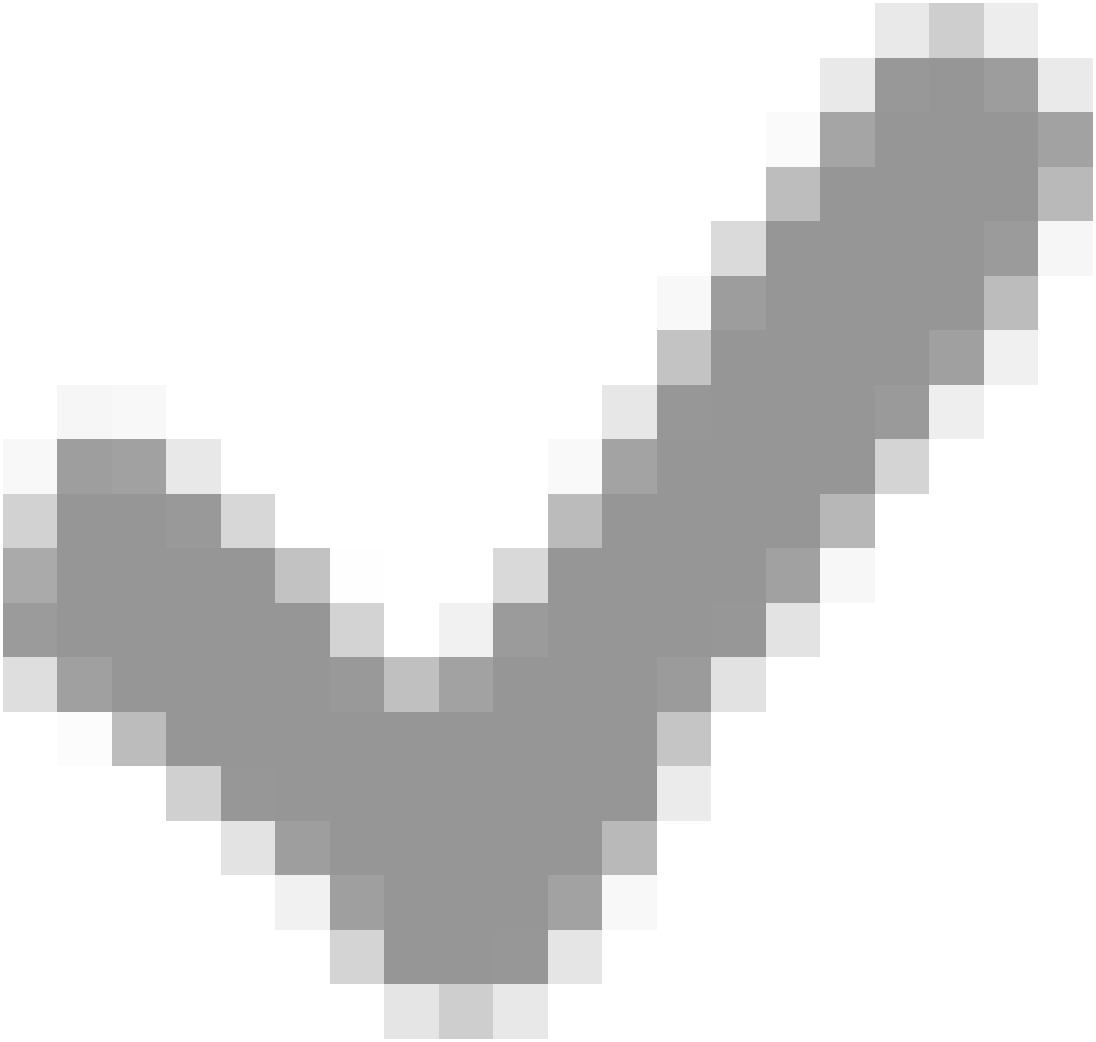


and select the desired contact.

- For CP925/CP935W/CP965 phones, select

and select the desired contact.

5. (Optional) Enter the directed call pickup code in the **Extension** field.
6. Select **Save** or



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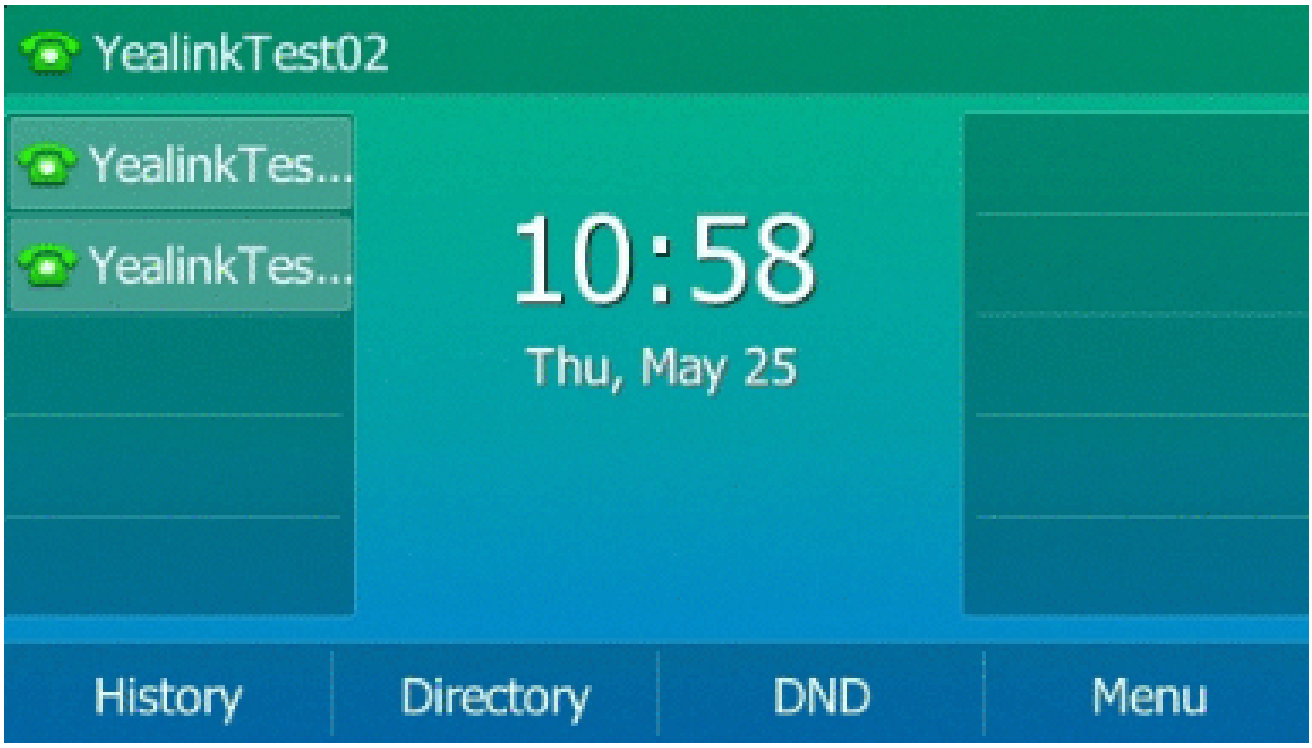
7. *The following takes T54W as an example.*



By default, you can drag the line key to the **Edit** field to set it.
During a call, you can press the BLF key to select a transfer mode. Check with your system administrator to find out if this feature is available on the phone.

FAQ

Do Yealink phones support monitoring DND status via BLF?

Pick Up Remote Call by BLF Key

Introduction

When the monitored users are not at their desks, and someone rings their lines, you can pick up the desired call by tapping the flashing BLF key.
If your system administrator sets the directed call pickup code in advance, you can use the BLF key to pick up the call directly. If not, or if you want to set a pickup code for a specific BLF line, you can manually set a pickup code for the BLF key.

Before You Begin

You have edited the BLF key's Extension field with your system administrator's directed call pickup code.

Procedure

When the monitored line receives an incoming call, you can tap the BLF key to pick up the call

for the monitored line directly.

For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, you can do one of the following:

- Press the BLF key to pick up the call for the monitored line directly.
- Long-press the BLF key.
- *The **Pick Up**, **Send**/**Call**, **New Call,** and **Cancel** appear on the screen.*
- Select **Pick Up** to pick up the call.

If multiple incoming calls are on the monitored line, select the desired call to pick up.

Transfer Call by BLF Key

Introduction

When there is already an active call on the IP phones, you can transfer the active call to the monitored line by pressing the BLF key.

The phone transfers the active call differently depending on the Transfer Mode via the Dsskey feature configured by your system administrator.

Perform Blind Transfer

During a call, you can transfer the call to the monitored contact in a blind-transfer way.

Before You Begin

Check with your system administrator if the Transfer Mode via Dsskey is set to Blind Transfer.

Procedure

- During a call, press the BLF key of the monitored line to which you want to transfer this call.
- For CP925/CP935W/CP965 phones:

  a. Select

> **Dsskey** during a call.

b. Press the BLF key of the monitored line to which you want to transfer this call.

Perform Semi-attended/Attended Transfer

During a call, you can transfer the call to the monitored contact in the semi-attended/attended-transfer way.

Before You Begin

Check with your system administrator if the Transfer Mode via Dsskey is set to Attended Transfer.

Procedure

1. During a call, press the **BLF** key of the monitored line to which you want to transfer this call.
2. *The phone will dial the number of the monitored line.*

2. Press the BLF key of the monitored line again or **Transfer** (**Trans**) to complete the transfer when the monitored user receives ringback or after the monitored user answers the call.
3. For CP925/CP935W/CP965 phones, select

> **Dsskey** during a call.

a. Tap the BLF key of the monitored user whom you want to transfer this call to. The phone will dial the number of the monitored line.
b. Tap the BLF key of the monitored user again to complete the transfer when the monitored user receives ringback or after the monitored user answers the call.

Park & Retrieve Call by BLF Key

Introduction

When there is already an active call on the IP phones, you can transfer the active call to the monitored line by pressing the BLF key.

The phone transfers the active call differently depending on the Transfer Mode via the Dsskey feature configured by your system administrator.

Park Call to Monitored Line

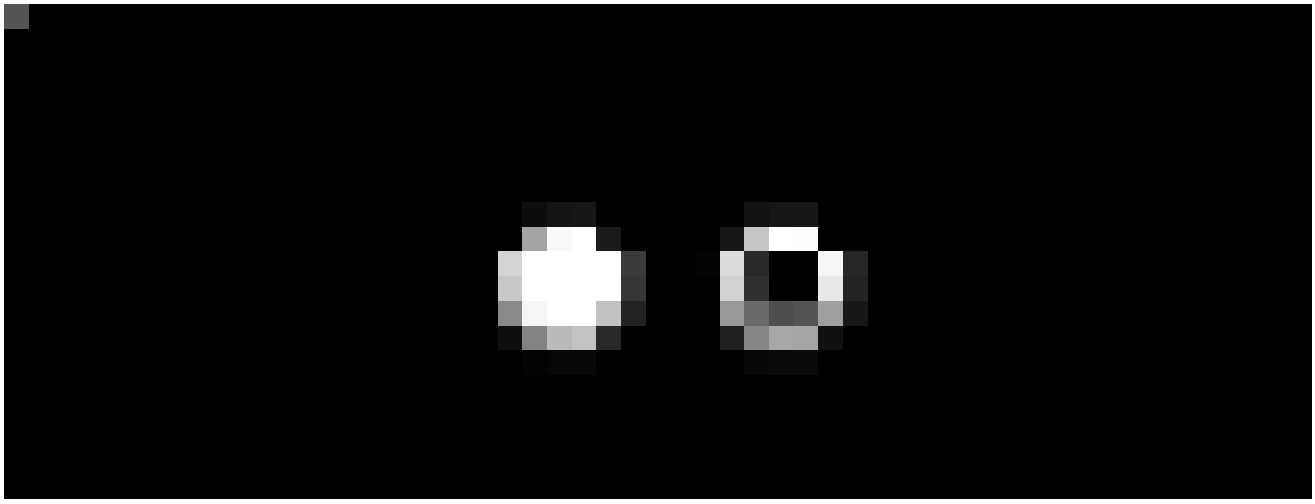
During the call, you can use the BLF key to park the current call to a monitored line directly.

Before You Begin

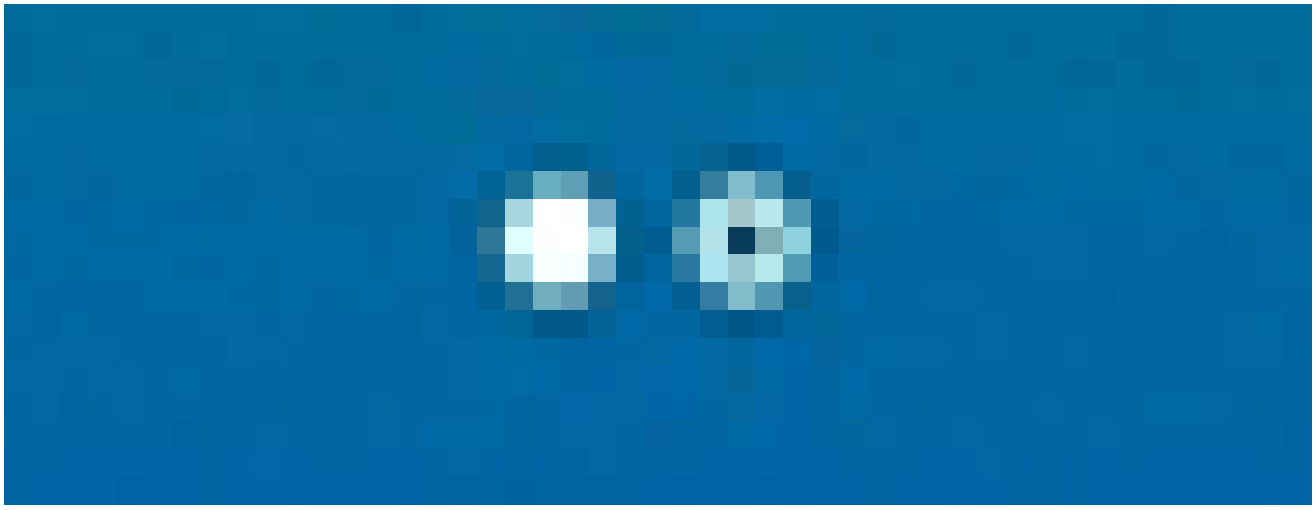
Your system administrator has set the call park feature in the FAC mode in advance.

Procedure

1. During a call, select **Park** (You may need to select the **More** (



/

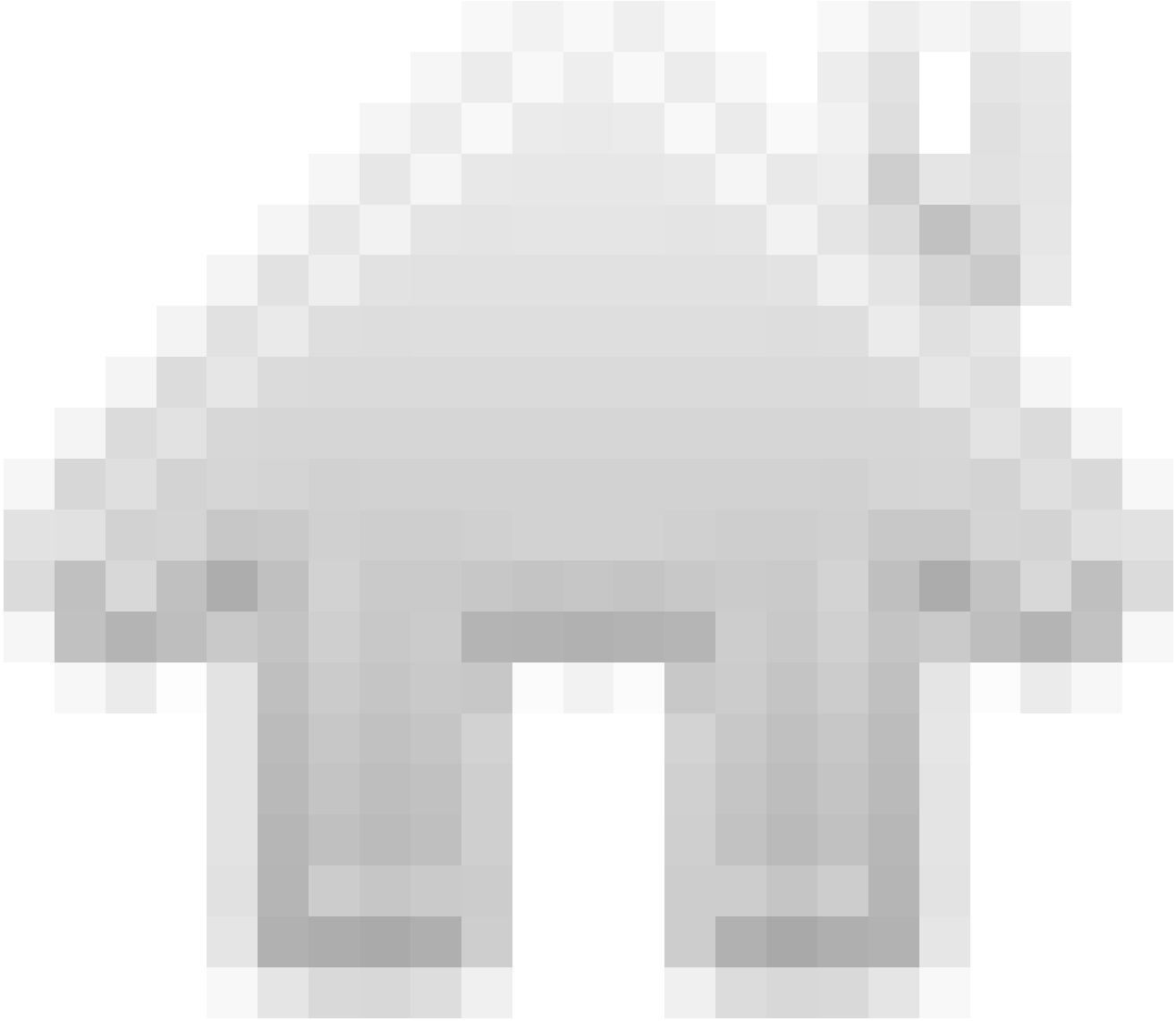


) > **Park**).

2. For CP925/CP935W/CP965, select

> **Park** during a call. Tap the desired BLF key to park the call to the monitored line.

2. Press the desired **BLF** key to park the call to the monitored line.
3. For /T48UT48S/T48G/T57W phones, select



to back to the idle screen, and then tap the desired BLF key to park the call to the monitored line.

Retrieve Parked Call

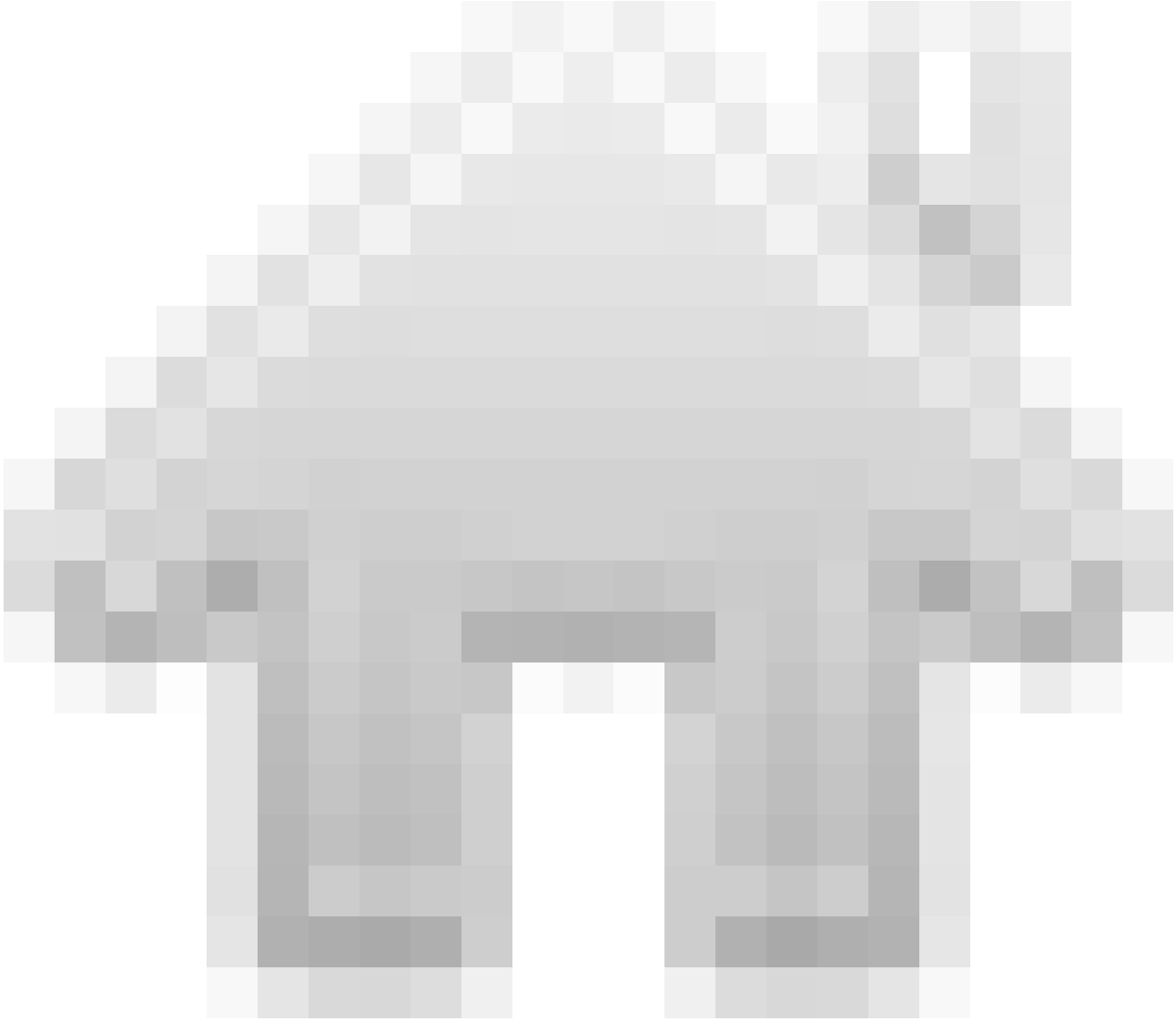
You can use the BLF key to retrieve a call that is parked on the monitored line.

Before You Begin

Your system administrator has set the call park feature to FAC mode.

Procedure

1. Select **Retrieve** on the dialing screen.
2. Press the desired **BLF** key to retrieve a call that is parked on the monitored line.
3. For T48U/T48S/T48G/T57W phones, tap



back to the idle screen, and then tap the desired BLF key to retrieve a call parked to the monitored line.

FAQ

Do Yealink phones support monitoring DND status via BLF?

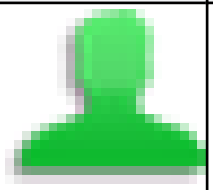
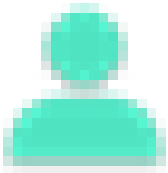
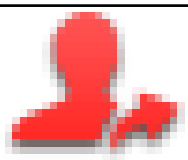
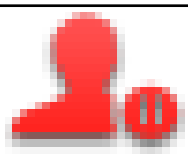
BLF List

State Indicator of Remote Line by BLF List Key

Introduction

You can get the monitored line's status by viewing the LED and icon indicator of the BLF List key.

T34W/T33P/T33G/T48U/T5X/VP59

Icons	Description	Icons	Description
 / 	The monitored line is idle	(Flashing)	The monitored line is ringing.
	The monitored line is dialing		The monitored line is busy or in a call.
	The monitored line places a call on hold		A call is parked to the monitored line.
	The monitored line fails to register or does not exist.		

T46S/T46G/T46U/T44U/T44W

Icon	Description	Icon	Description

s		s	
	The monitored line is idle		The monitored line is ringing.
	The monitored line is dialing		The monitored line is busy or in a call.
	The monitored line places a call on hold		A call is parked to the monitored line.
	The monitored line fails to register or does not exist.		

T7X/T8X

Icons	Description	Icons	Description
	The monitored line is idle	(Flashing)	The monitored line is ringing.
(Flashing)	The monitored line is dialing		The monitored line is busy or in a call.
	The monitored line places a call on hold		A call is parked to the monitored line.
	The monitored line fails to register or does not exist.		

CP925/CP935W/CP965

Icons	Description	Icons	Description
	The monitored line is idle		The monitored line is

			ringing.
	The monitored line is dialing		The monitored line is busy or in a call.
	The monitored line places a call on hold		A call is parked to the monitored line.
	The monitored line fails to register or does not exist.		

Starting from version x.86.0.112 of T3X/T4X/T5X, there has been an optimization in the display logic of the BLF list. If the BLF list does not receive any content pushed by the server, it will be displayed as empty instead of showing an icon. For example, if you have set Linekey 1-5 as BLF list type, but your server only has configurations for four BLF accounts, Linekey 5 will not display the BLF list icon, while the first four Linekeys will be displayed normally.

Audio Alert for BLF Pickup

Introduction

The Audio Alert for BLF Pickup feature allows your phone to play a tone when the specified monitored line receives an incoming call.

Setting Alert Tone for Monitored Lines

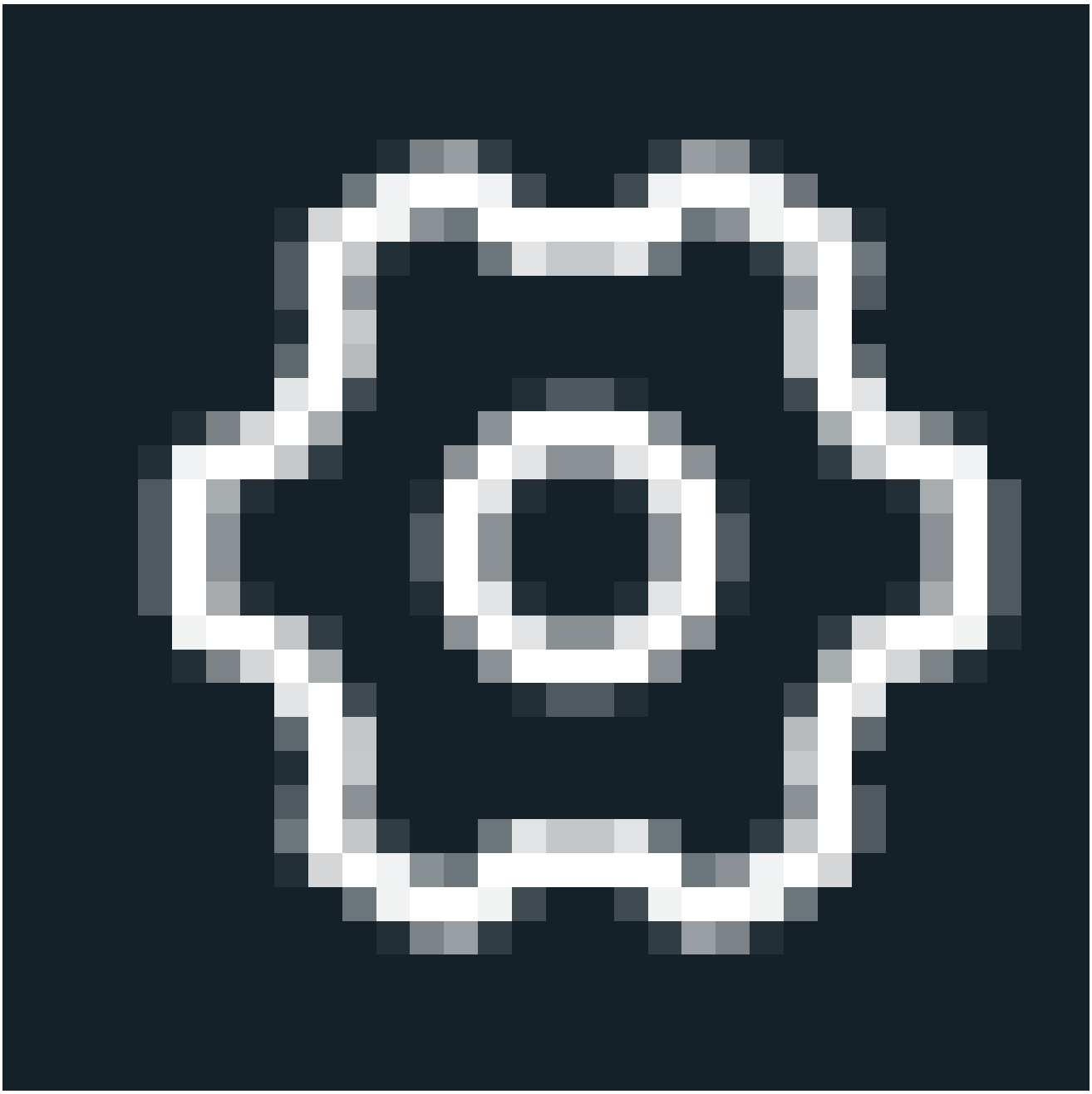
You can set the alert ring type for the monitored lines to make it easier to recognize.

Before You Begin

Check with your system administrator to find out if the Audio Alert for BLF Pickup feature is available.

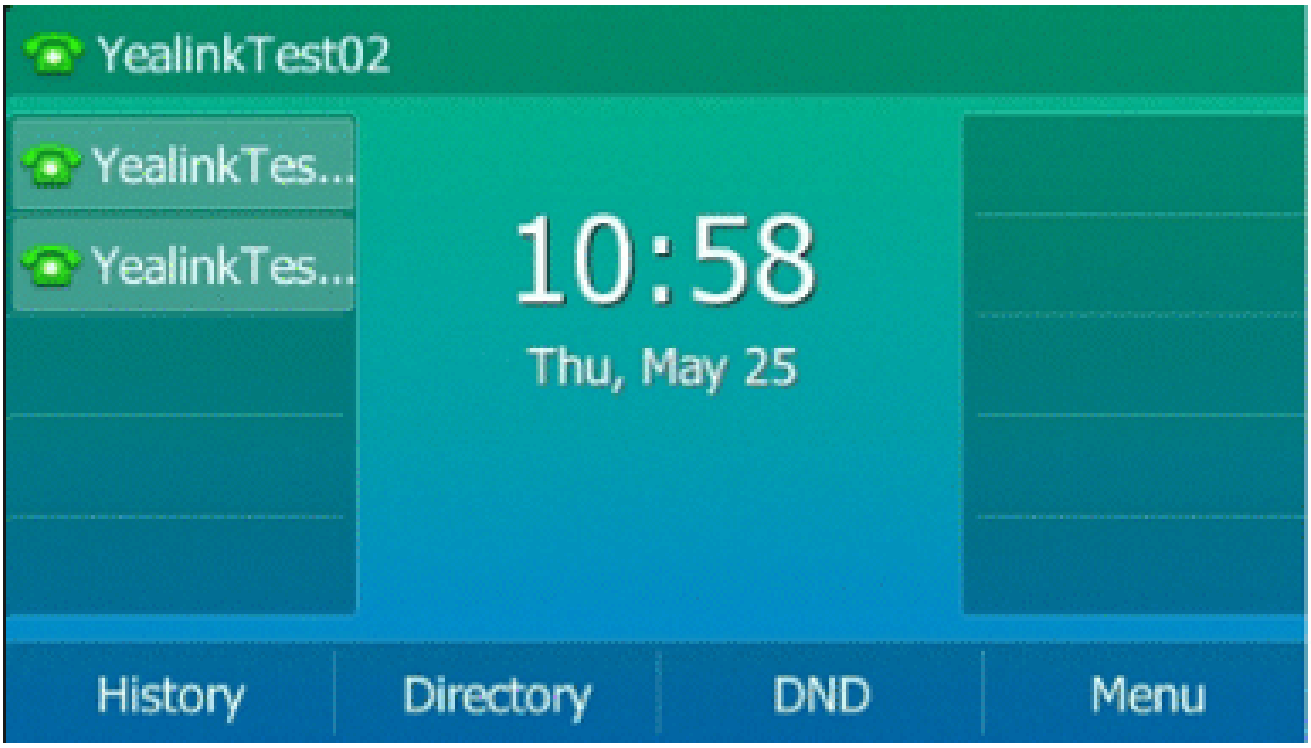
Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Settings** > **Basic Settings** > **Sound** > **BLF Ring Tones** or **Menu** > **Basic** > **Sound** > **BLF Ring Tones**.
   - For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >

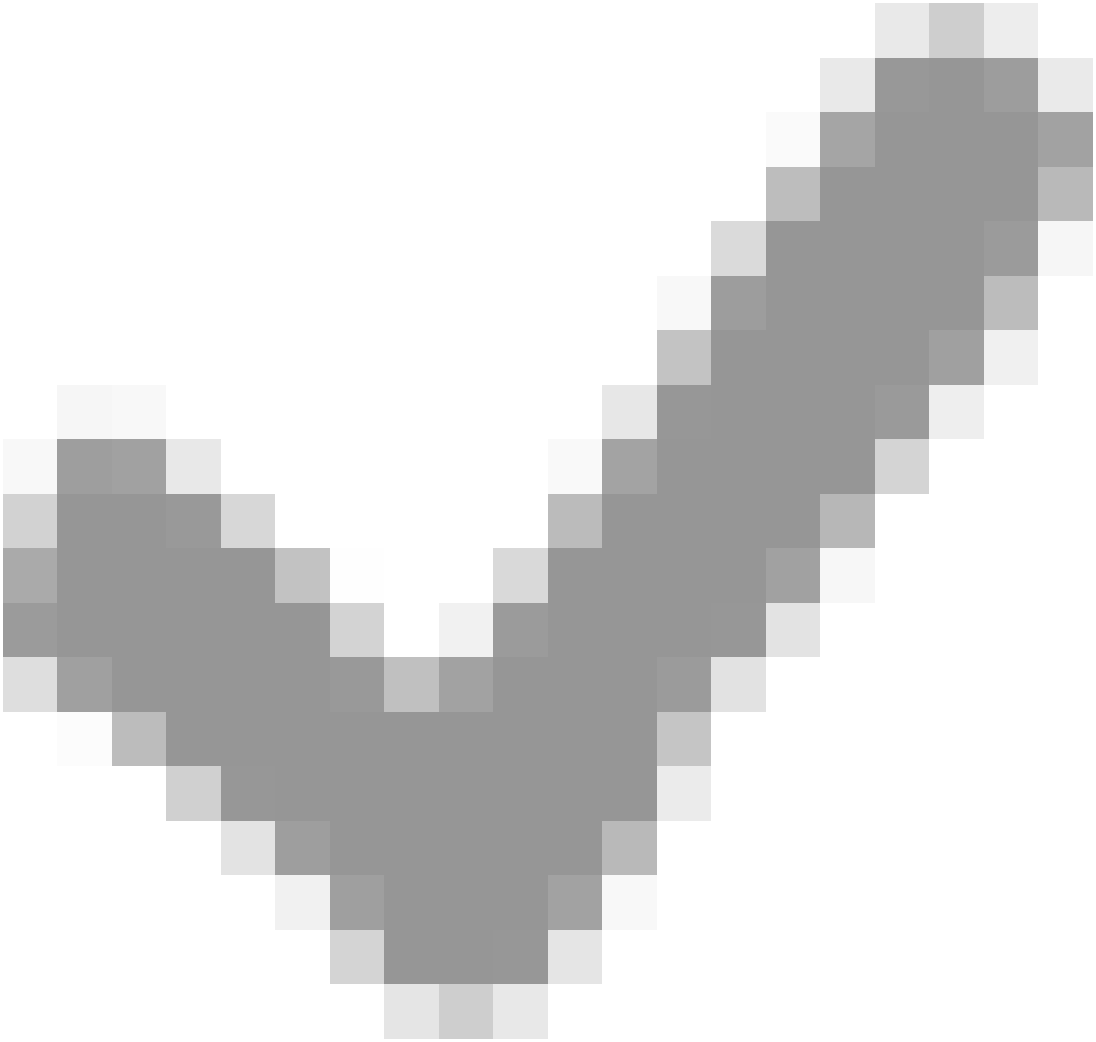


> **Ring Tones** > **BLF Ring Tones**.

- For VP59/T58A/T58W phones:
  i. Swipe left or right to go to the second idle screen.
  ii. go to **Settings** > **Basic Settings** > **Sound** > **BLF Ring Tones**.
  iii. The following takes T54W for example.



2. Select the desired ringtone.
3. Select **Save** or



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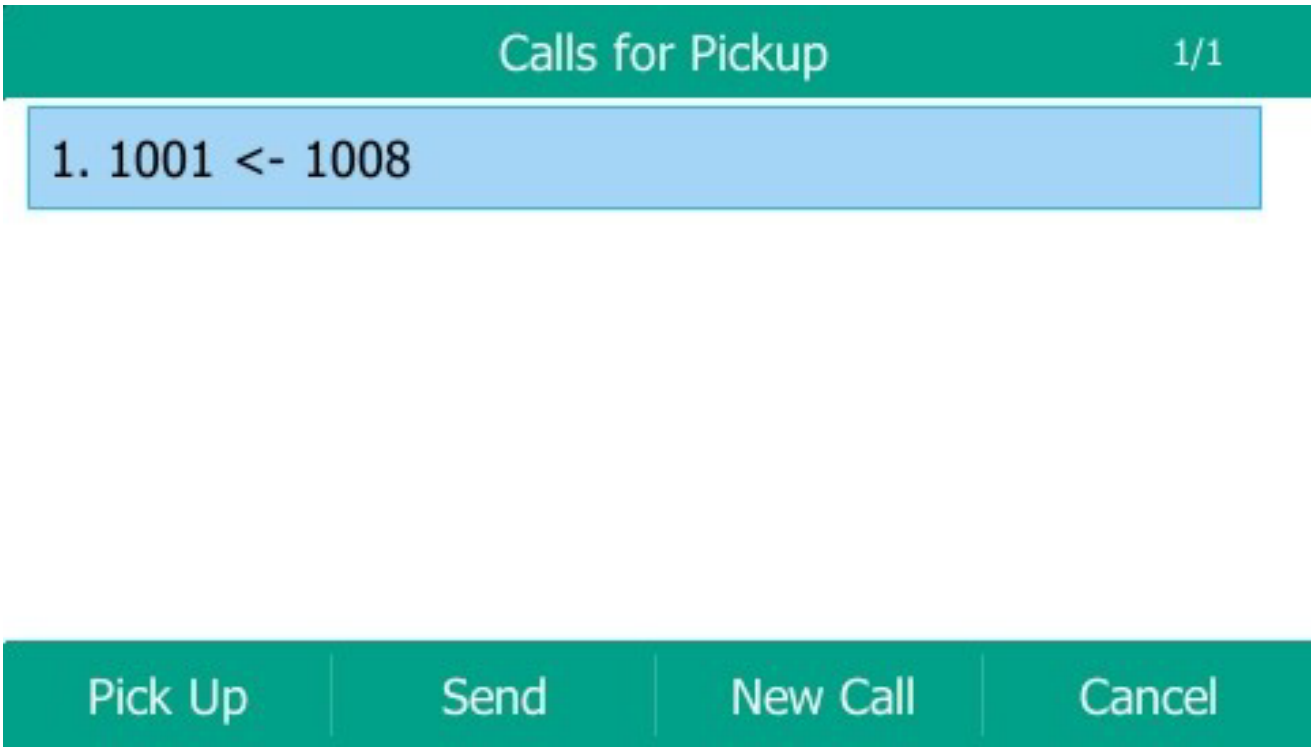
Visual Alert for BLF Pickup

Introduction

Your system administrator can configure your phone to display the call information when the specified monitored line receives an incoming call.

You can select to pick up the call to the monitored line, place a call to the monitored line, place a new call, or go back to the idle screen.



If you select **Cancel** to return to the idle screen, you can long-press the BLF key to enter the **Calls for Pickup** screen again.

Ring Type for BLF Parked Call Monitor

Set Alert Tone for BLF Parked Call Monitor

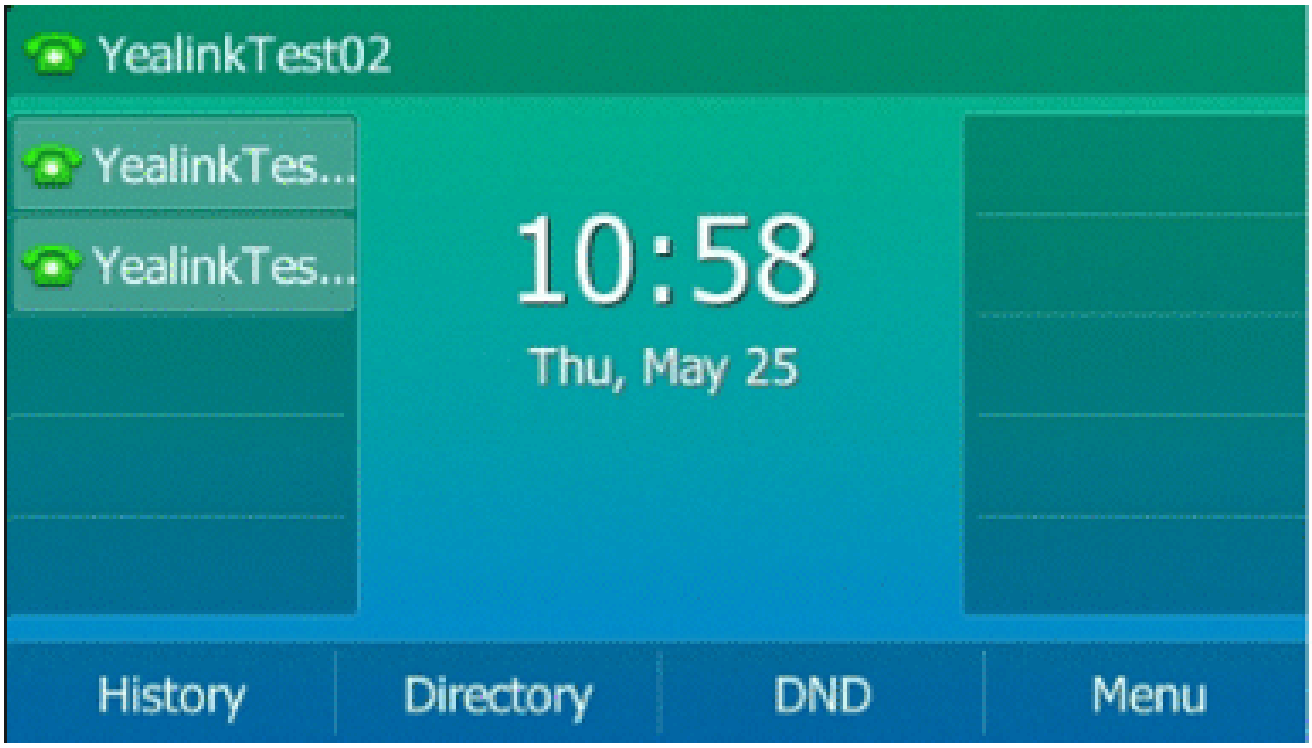
You can set the alert ring type when there is a call parked on the monitored lines.

Before You Begin

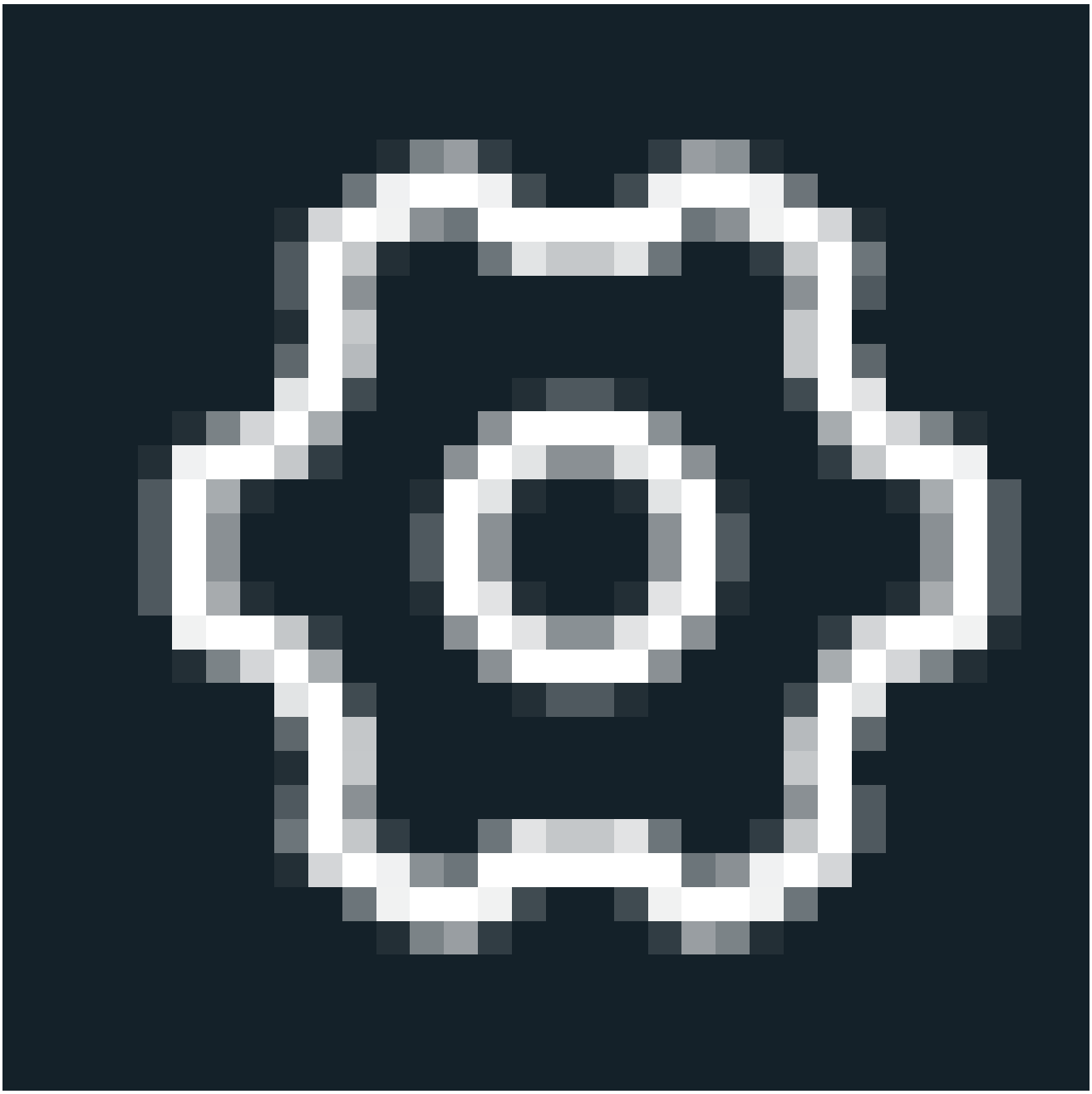
Check with your system administrator to find out if the Audio Alert for BLF Parked Call Monitor feature is available.

Procedure

1. Do one of the following:
2. *The following takes T54W for example.*



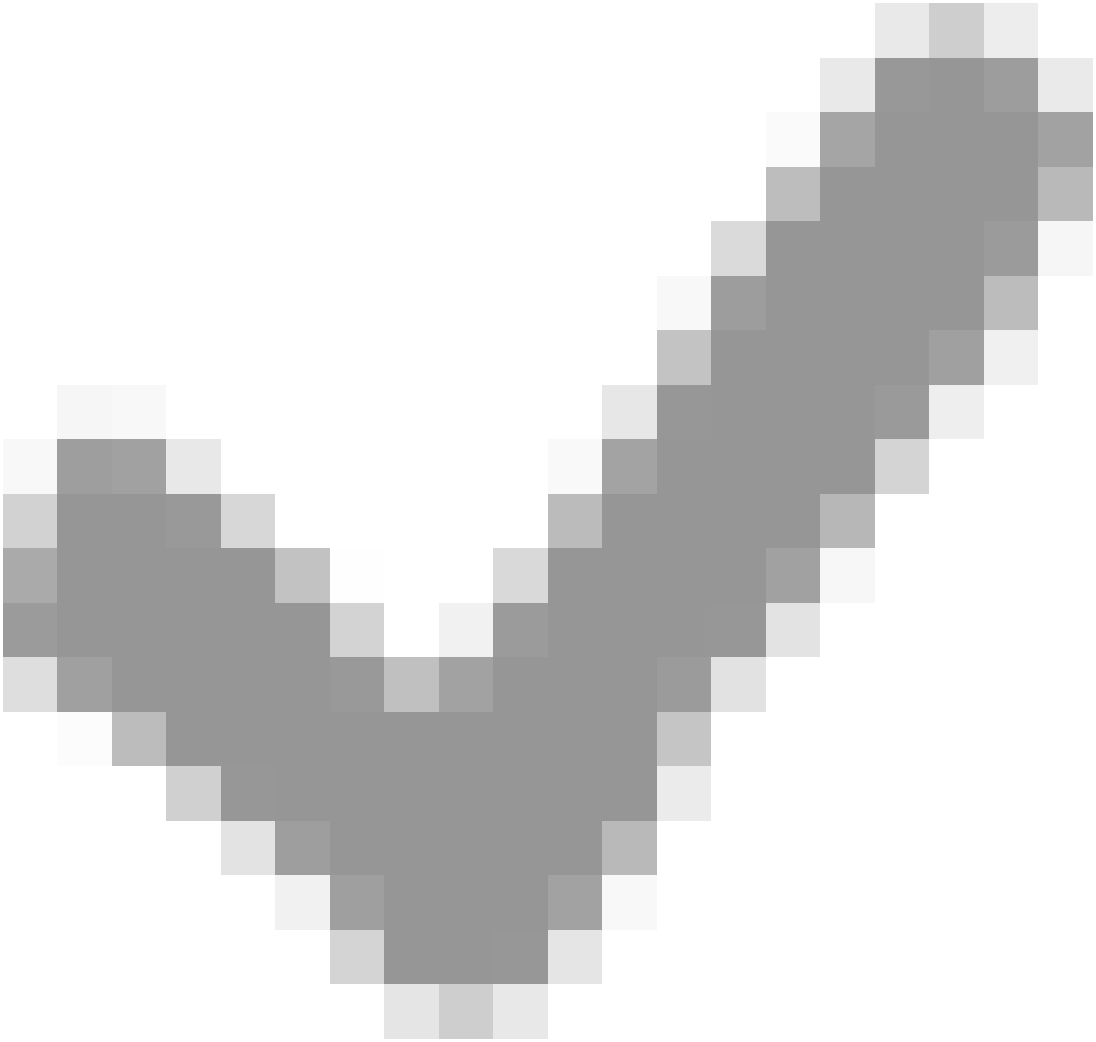
- For TT3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Settings** > **Basic Settings** > **Sound** > **Ring Type for BLF Parked Call Monitor** or **Menu** > **Basic** > **Sound** > **Ring Type for BLF Parked Call Monitor**.
- For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >



> **Ring Tones** > **Ring Type for BLF Parked Call Monitor**.

- For VP59/T58A/T58W phones:
  i. Swipe left or right to go to the second idle screen.
  ii. Go to **Settings** > **Basic Settings** > **Sound** > **Ring Type for BLF Parked Call Monitor**.

2. Select the desired ringtone.
3. Select **Save** or



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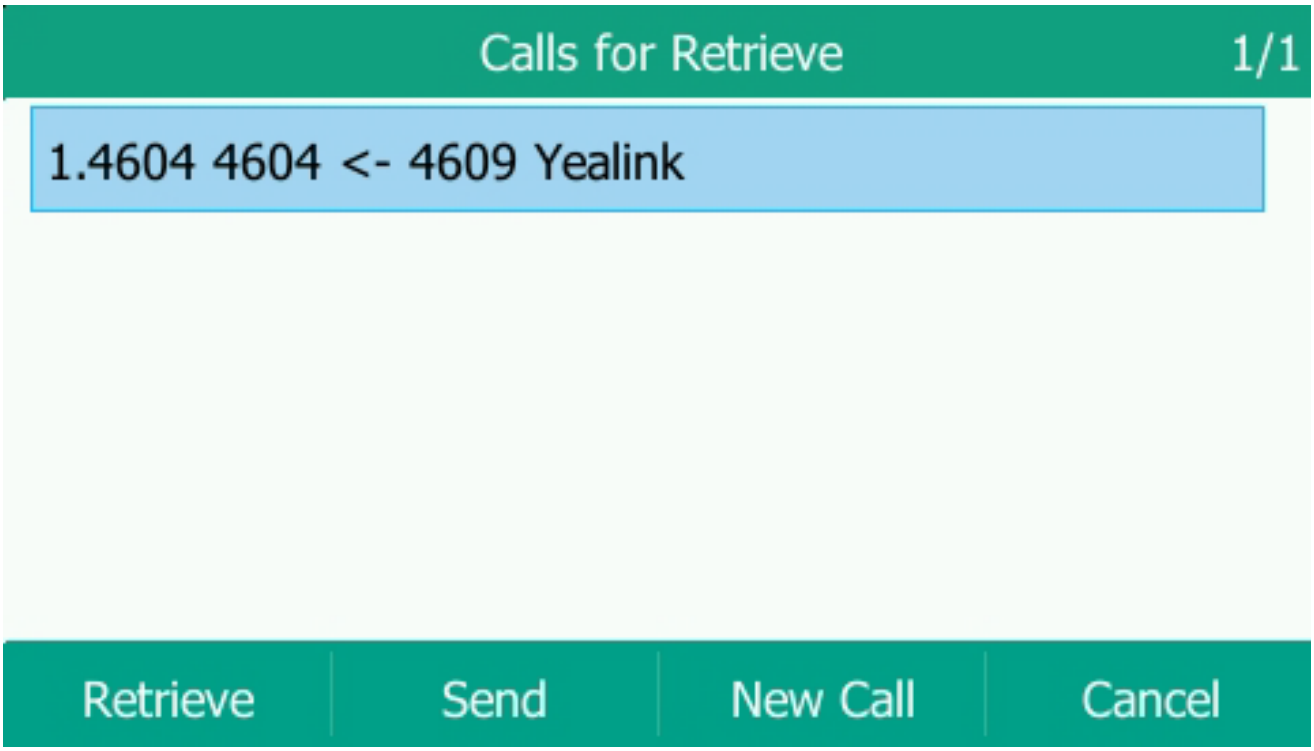
Visual Alert for BLF Parked Call Monitor

Introduction

Your system administrator can configure your phone to display the call information when the specified monitored line receives an incoming call.

You can select to retrieve the call parked to the monitored line, place a call to the monitored line, place a new call, or go back to the idle screen.



Pick Up Remote Call by BLF List Key

Introduction

When the monitor user is not at their desk, and someone rings their line, you can pick up the call simply by pressing the flashing BLF List key. You can also check the caller ID first and pick up the incoming call.

Before You Begin

Check with your system administrator if the remote control or Busy Lamp Field feature is available on your phone.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, you can do one of the following:
  - Press the BLF List key to pick up the call for the monitored line directly.
  - Long-press the BLF List key.
  - *The **Pick Up**, **Send**/**Call**, **New Call,** and **Cancel** appear on the screen.*
  - Select **Pick Up** to pick up the call.
  - If multiple incoming calls are on the monitored line, select the desired call to pick up.
- For CP925/CP935W/CP965/VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, tap the BLF List key to pick up the call for the monitored line directly.

Transfer Call by BLF List Key

Introduction

When there is already an active call on the IP phones, you can transfer the active call to the monitored user by pressing the BLF List key.

The phone transfers (Blind Transfer or Attended Transfer) the active call differently depending on the Transfer Mode via Dsskey feature configured by your system administrator.

> During a call, you can press the BLF List key to select a transfer mode. Check with your system administrator to see if this feature is available on the phone.

Perform Blind Transfer

During a call, you can transfer the call to the monitored contact in a blind-transfer way.

Before You Begin

Check with your system administrator if the Transfer Mode via Dsskey is set to Blind Transfer.

Procedure

During a call, press the BLF List of the monitored line to which you want to transfer this call to.

For CP925/CP935W/CP965 phones, select

> **Dsskey** during a call.

Perform Semi-attended/Attended Transfer

During a call, you can transfer the call to the monitored contact in the semi-attended/attended-transfer way.

Before You Begin

Check with your system administrator if the Transfer Mode via Dsskey is set to Attended Transfer.

Procedure

1. During a call, press the BLF List of the monitored line to which you want to transfer this call.
2. *The phone will dial the number of the monitored line.*
2. Press the BLF List key of the monitored line again or **Transfer** (**Trans**) to complete the

transfer when the monitored user receives a ringback or after the monitored user answers the call.

3. For CP925/CP935W/CP965 phones, select

> **Dsskey** during a call.

a. Tap the BLF List key of the monitored user to whom you want to transfer this call. The phone will dial the number of the monitored line.

b. Tap the BLF List key of the monitored user again to complete the transfer when the monitored user receives a ringback or after the monitored user answers the call.

Park & Retrieve Call by BLF List Key

Park Call by BLF List Key

You can use the BLF List key to park a call to the idle monitored user.

Before You Begin

Check with your system administrator if the BLF List Key feature is available on your phone.

Procedure

During a call, press the desired BLF List key.

Retrieve Parked Call

You can use the BLF List key to retrieve a call that is parked on the monitored line.

Before You Begin

Check with your system administrator if the Retrieve Parked Call feature is available on your phone.

Procedure

1. Do one of the following:
   - Press the desired **BLF List** key to retrieve a call that is parked to the monitored line.
   - For T48S/T48G/T48U phones, tap

to return to the idle screen, and then tap the desired BLF list key to retrieve a call that is parked to the monitored line.

- Press and hold the BLF List key.
- *The **Retrieve**, **Send**, **New Call,** and **Cancel** appear on the screen.*
- Select **Retrieve** to retrieve the call.
- For T48S/T48G phones, tap

to return to the idle screen, long tap the desired BLF List key, and then tap **Retrieve** to retrieve a call that is parked to the monitored line.

- For VP59/T58A/T58W/VP925/CP935W/CP965 phones, tap the desired BLF List key to retrieve a call that is parked to the monitored line.

FAQ

Do Yealink phones support monitoring DND status via BLF?

Barge in Active Call by BLF List Key

Introduction

You can use the BLF List key to barge into a conversation and set up a conference call.

Before You Begin

Check with your system administrator if the BLF List Key feature is available on your phone.

Procedure

1. Do one of the following:
   - Press the BLF List key.
   - Long-press the BLF List key.
   - Tap the BLF List key.
2. The **Barge In**, **Send**, **New Call,** and **Cancel** appear on the screen, and select **Barge In**.
3. *The phone dials out the barge-in code, followed by the monitored line, and then you can join the call. Each of the three parties can hear the other two parties.*

Retrieve Call Parked to Monitored Line

Introduction

> It is not applicable to CP925/CP935W/CP965.

When a call is parked on the monitored line, you can retrieve the parked call on the phone.

Before You Begin

Check with your system administrator to find out if Visual Alert for BLF Parked Call Monitor is enabled on your phone.

Procedure

Select **Retrieve**.

FAQ

Do Yealink phones support monitoring DND status via BLF?

Intercom

State Indicator of Intercom Key

Introduction

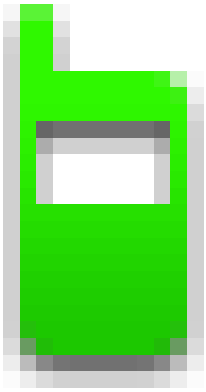
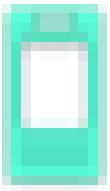
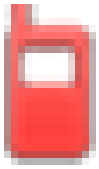
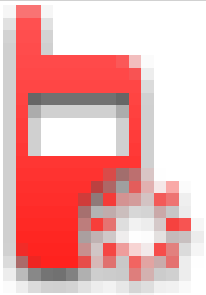
The intercom is a useful feature in an office environment to connect with the operator or the secretary quickly.

Intercom enables you to place an intercom call that is answered automatically on the contact's phone if the contact is not in an active call.

> The intercom is not available on all servers. Contact your system administrator for more information.

You can get the intercom status by viewing the icon indicator of the Intercom key.

- **For T34W/T33P/T33G/T48S/T48G/T48U/T57W/T54W/T53C/VP59/T58A/T58W/T7X/T8X**:

Icons	Description	Icons	Description
 / 	Target extension is available.		Target extension is ringing.
	Target extension is dialing.	Talki	Target extension is busy or is on a call.

Callout		ng	
	Target extension fails to register.		

- **For T46S/T46G/T46U/T44U/T44W**:

Icons	Description	Icons	Description
	Target extension is available.		Target extension is ringing.
Callou t	Target extension is dialing.	Talkin g	Target extension is busy or is on a call.
	Target extension fails to register.		

- **For CP925/CP935W/CP965**:

Icons	Description	Icons	Description
	Target extension is available.		Target extension is ringing.
Callou t	Target extension is dialing.	Talkin g	Target extension is busy or is on a call.
	Target extension fails to		

	register.		

Place Intercom Call

Introduction

You can place an intercom call to relay a message to a contact quickly.

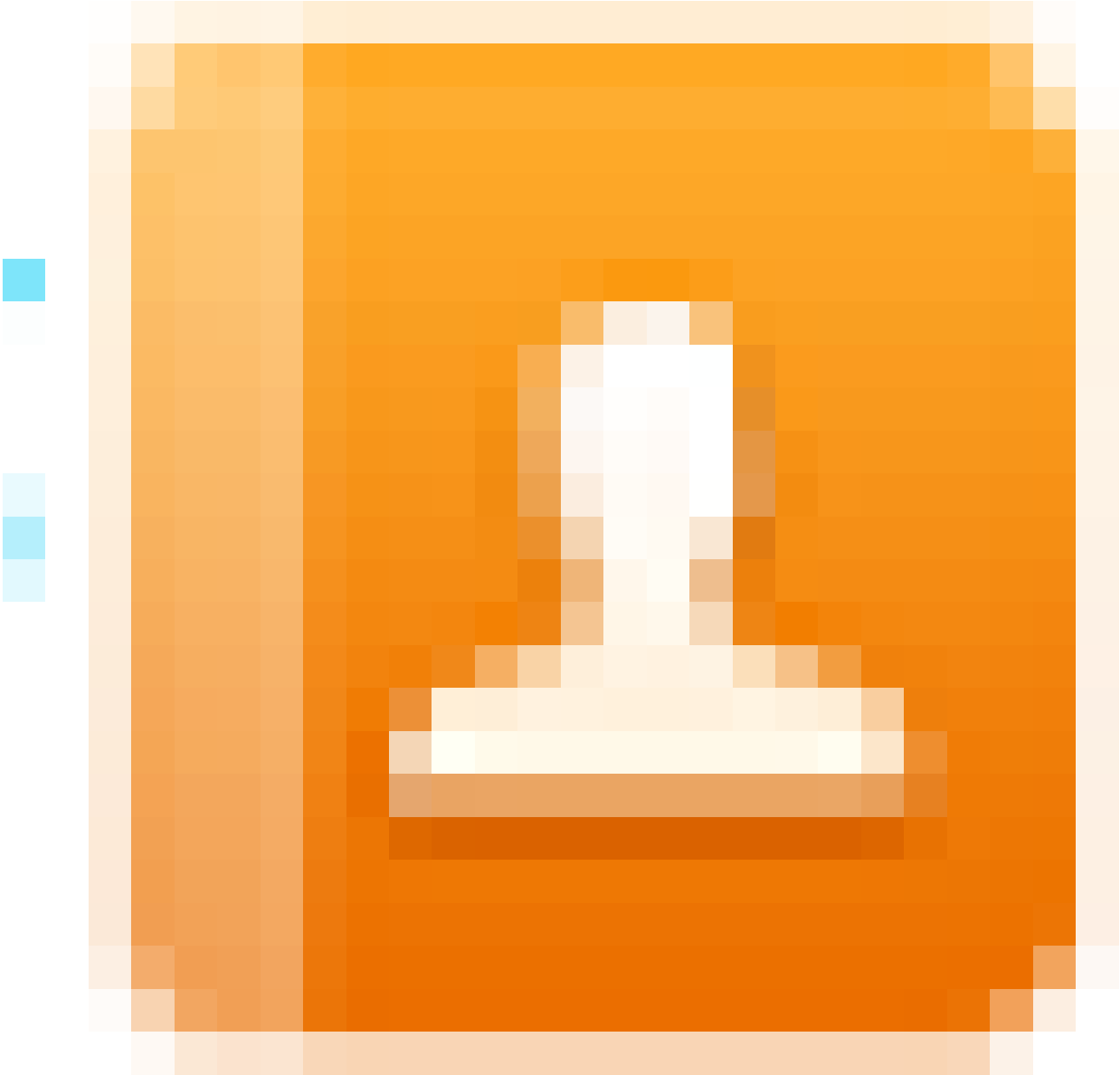
The target phone plays a warning tone and automatically answers the call in speakerphone (hands-free) mode by default. When the target phone has an active call, the intercom call is answered automatically after the active call ends.

You can also press the BLF/BLF List key to initiate an outgoing intercom call to the monitored user. Check with your system administrator to see if it is available on your phone.

Procedure

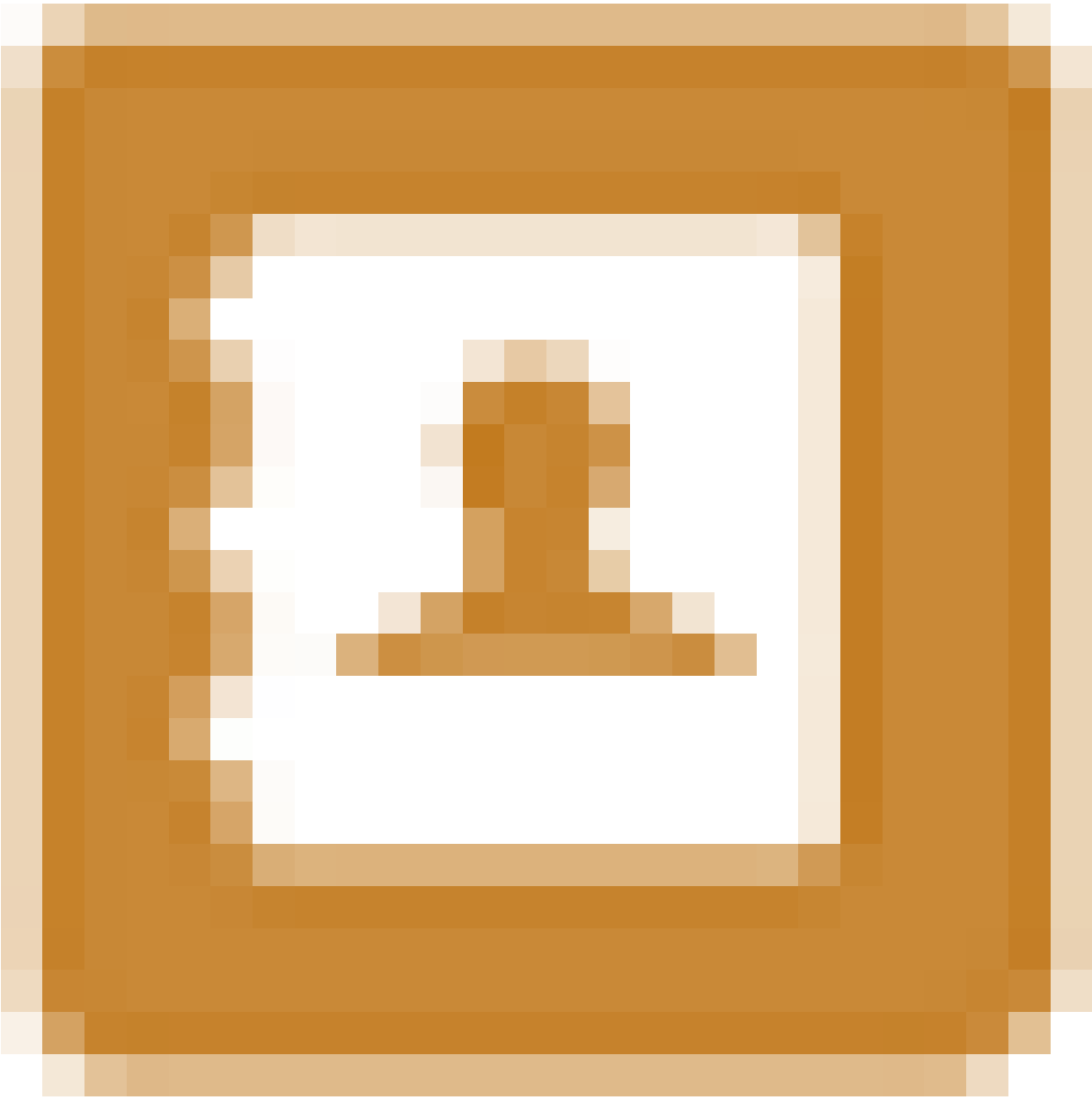
Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Intercom** from the **Type** field.
  d. Select the desired line from the **Account ID** field.
  e. Do one of the following:
    - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
    - Select the **Label** or **Value** field. Select **Directory** and select the desired contact from the Directory list. Or select the **Label** or **Value** field. Select **Directory** (**Dir**) and select the desired contact from the Directory list.
      - For T57W phones, select



, and then select the desired contact.

- For T48S/T48G/T48U phones, select



, and then select the desired contact.

f. Select **Save**.

g. Press the Intercom key to place an intercom call.

- For CP925/CP935W/CP965 phones:

  a. Tap **Dsskey**.

  b. Select the desired line key.

  c. Select

.

d. Select **Intercom** from the **Type** field.

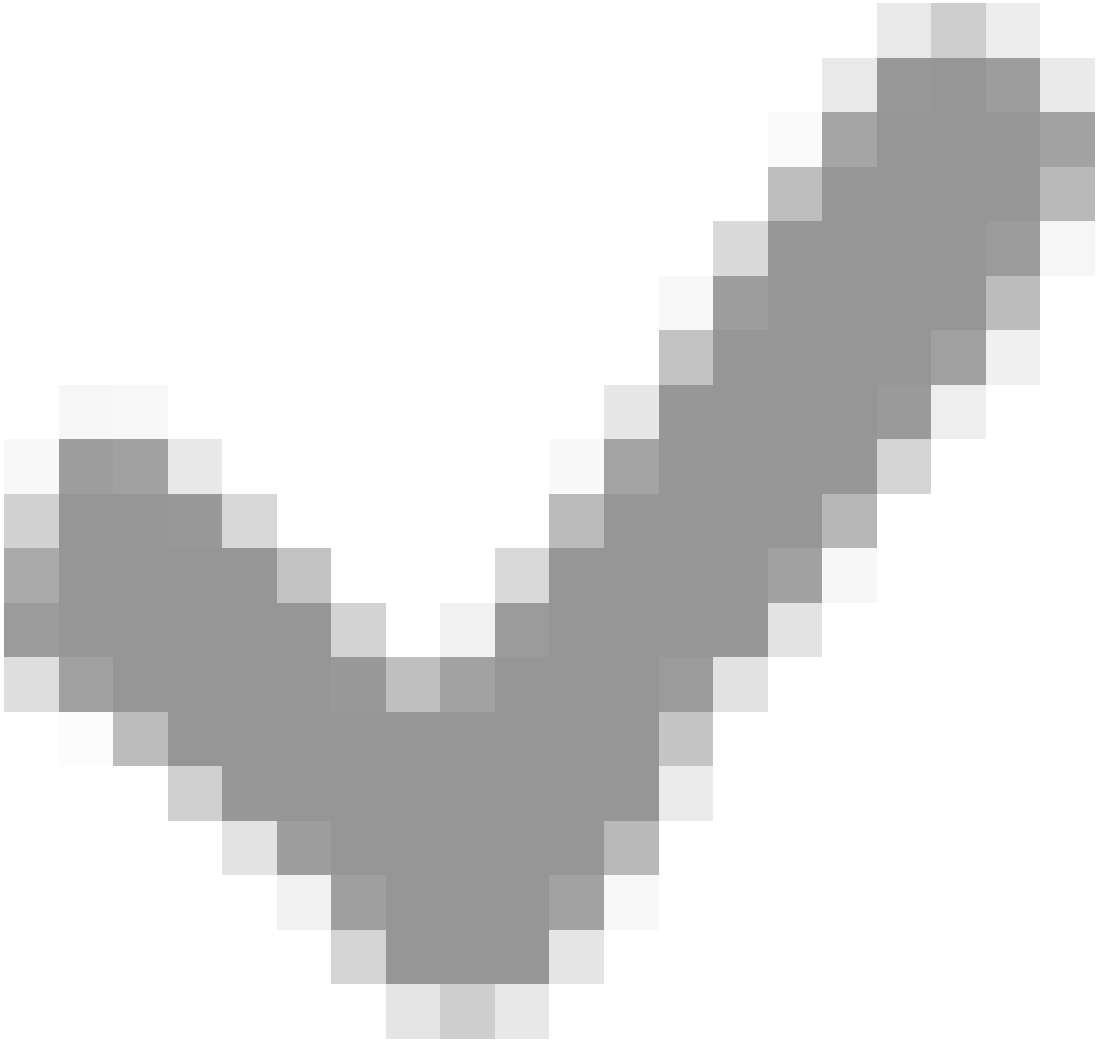
e. Select the desired line from the **Account ID** field.

f. Do one of the following:

- (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the directed call pickup code followed by the specific extension in the **Value** field.
- Select

to select the desired contact.

g. Select



.

h. Press the Intercom key to place an intercom call.

- For VP59/T58A/T58W phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Features** > **Dsskey**.

  c. Select **Intercom** from the **Type** field.

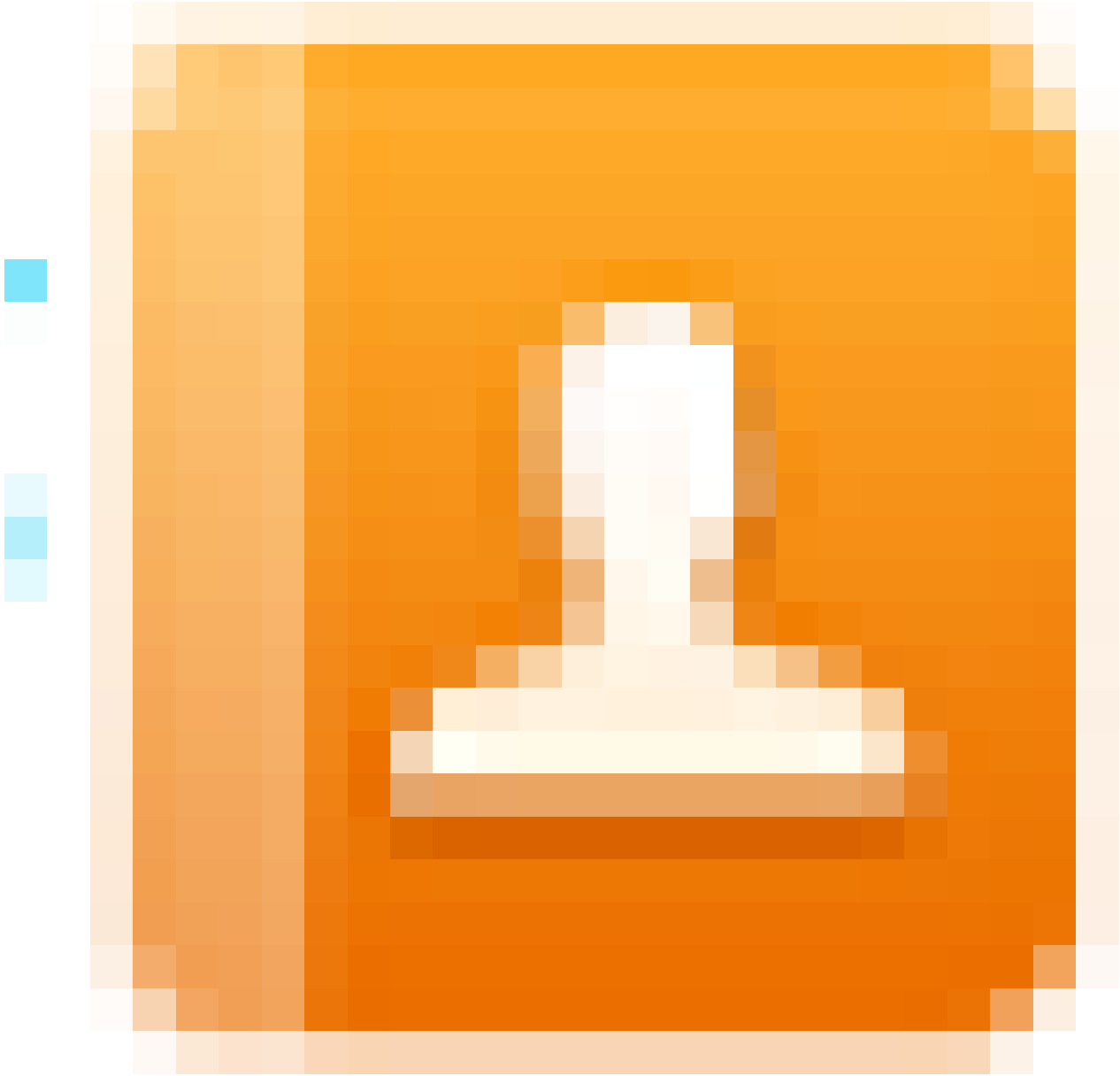
  d. Select the desired line from the **Account ID** field.

  e. Do one of the following:

  - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the

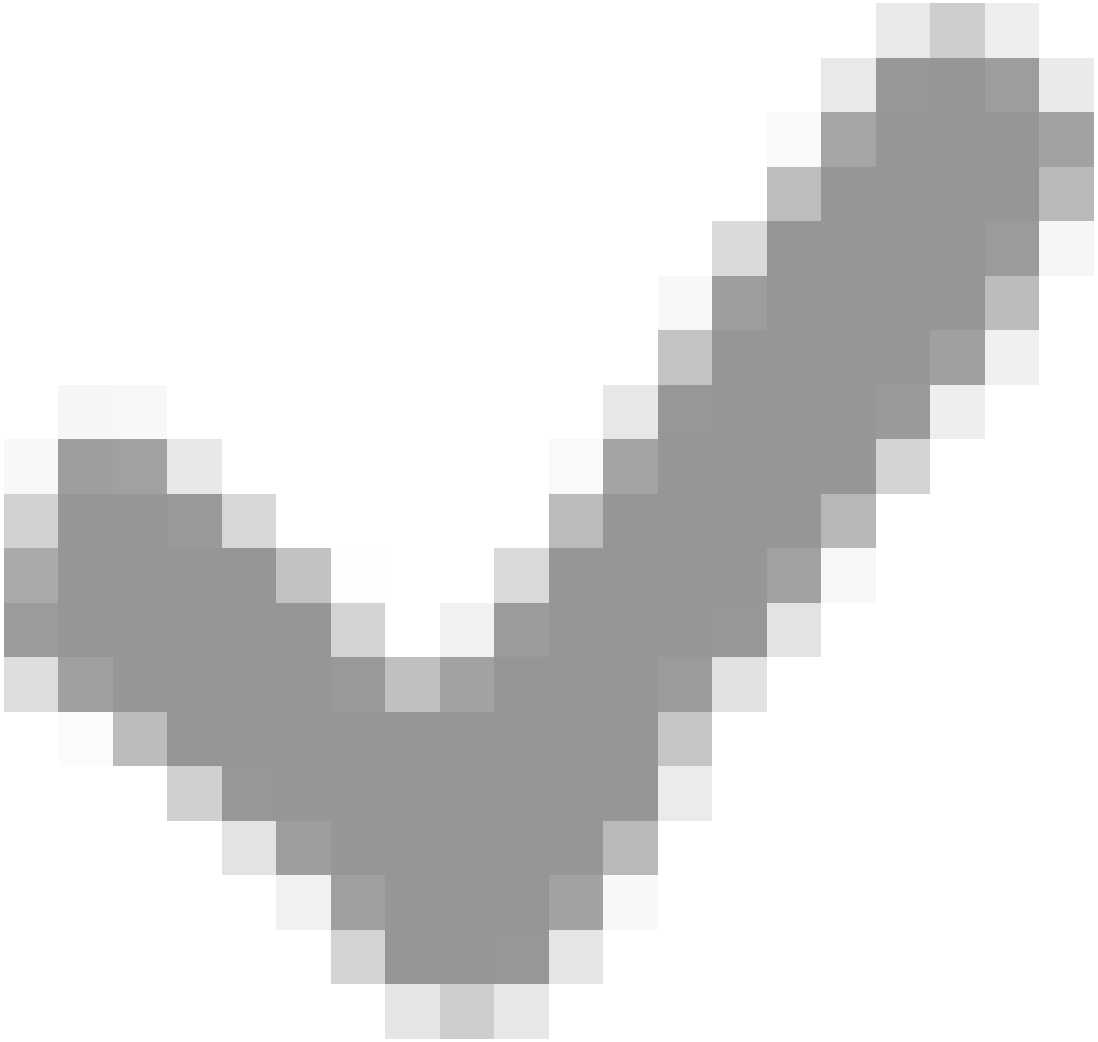
directed call pickup code followed by the specific extension in the **Value** field.

- Select



, and then select the desired contact.

f. Select



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g. Press the Intercom key to place an intercom call.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Dsskey**.

  c. Select **Intercom** from the **Type** field.

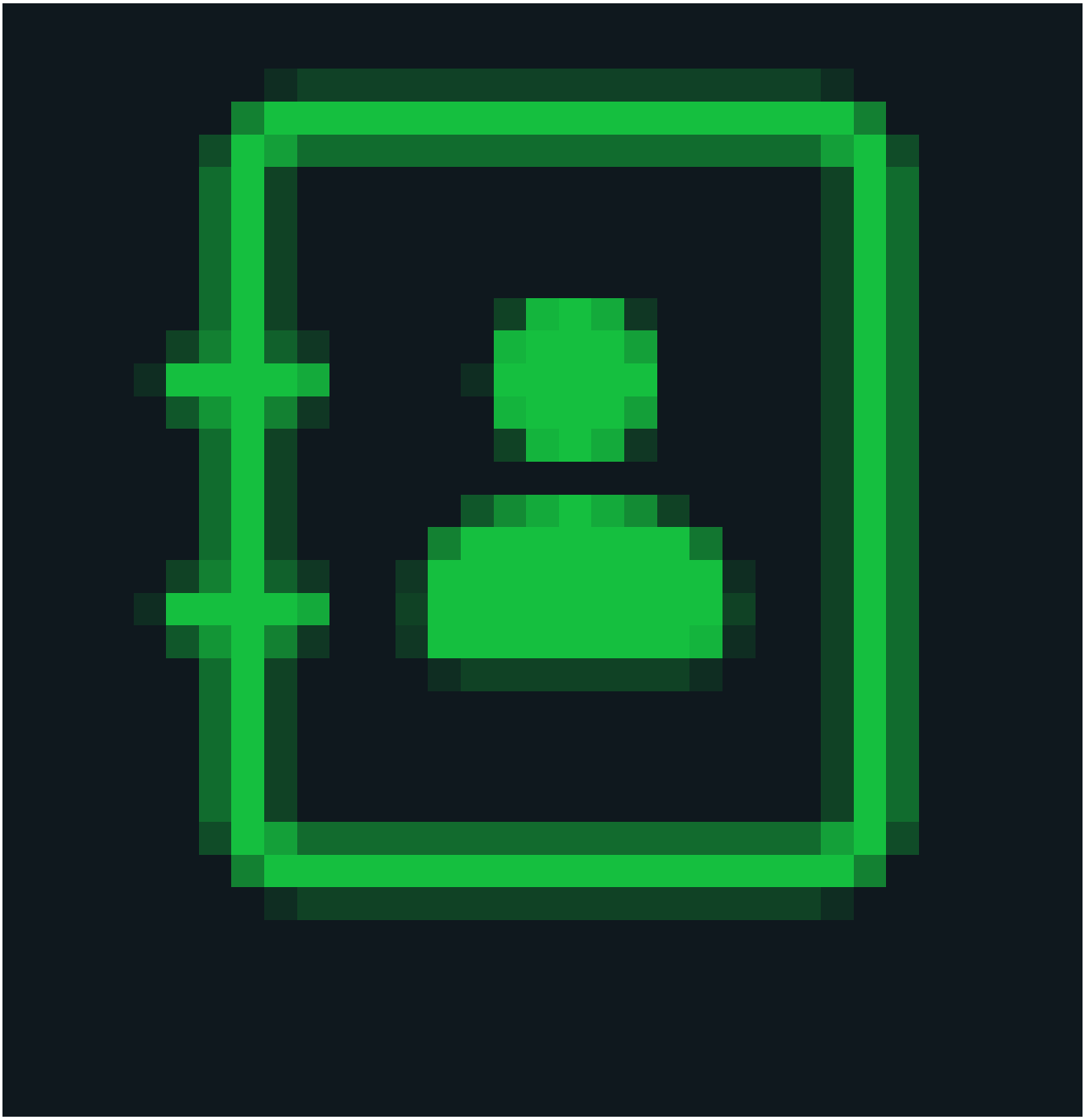
  d. Select the desired line from the **Account ID** field.

  e. Do one of the following:

  - (Optional) Enter the string displayed on the phone screen in the **Label** field. Enter the

directed call pickup code followed by the specific extension in the **Value** field.

- Select

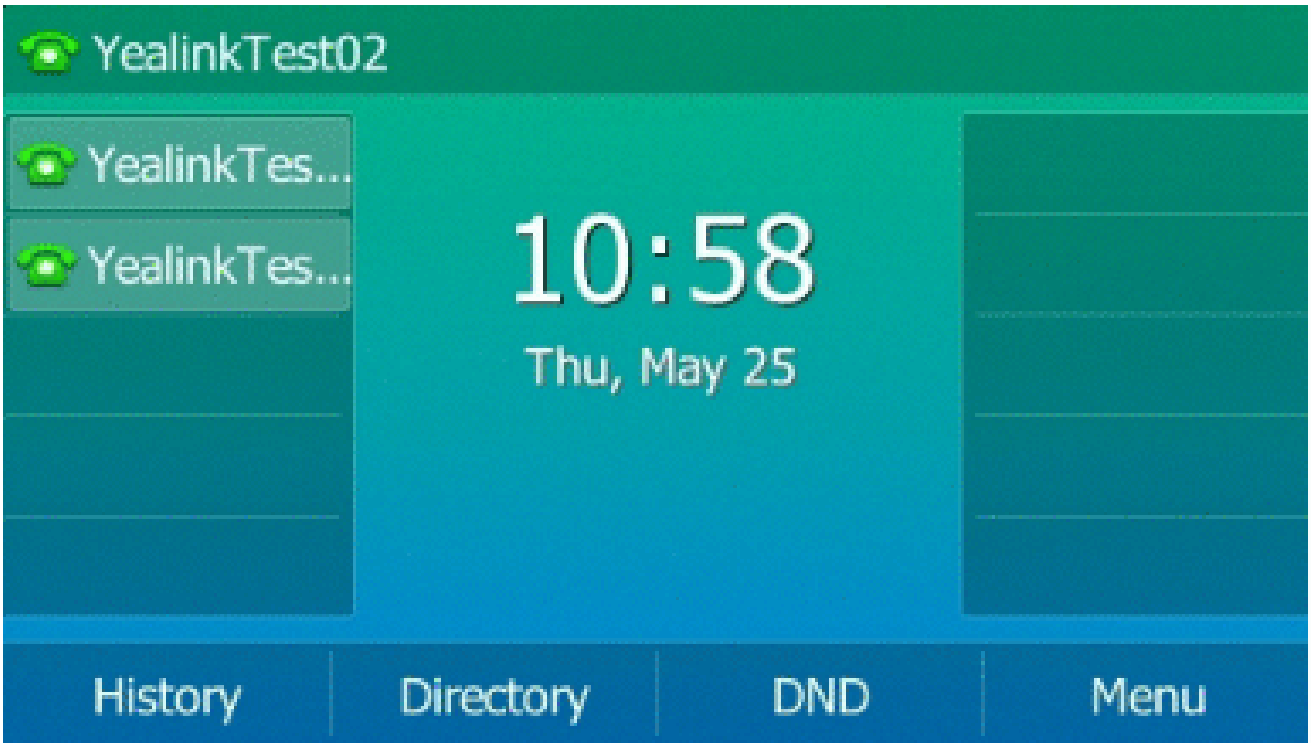


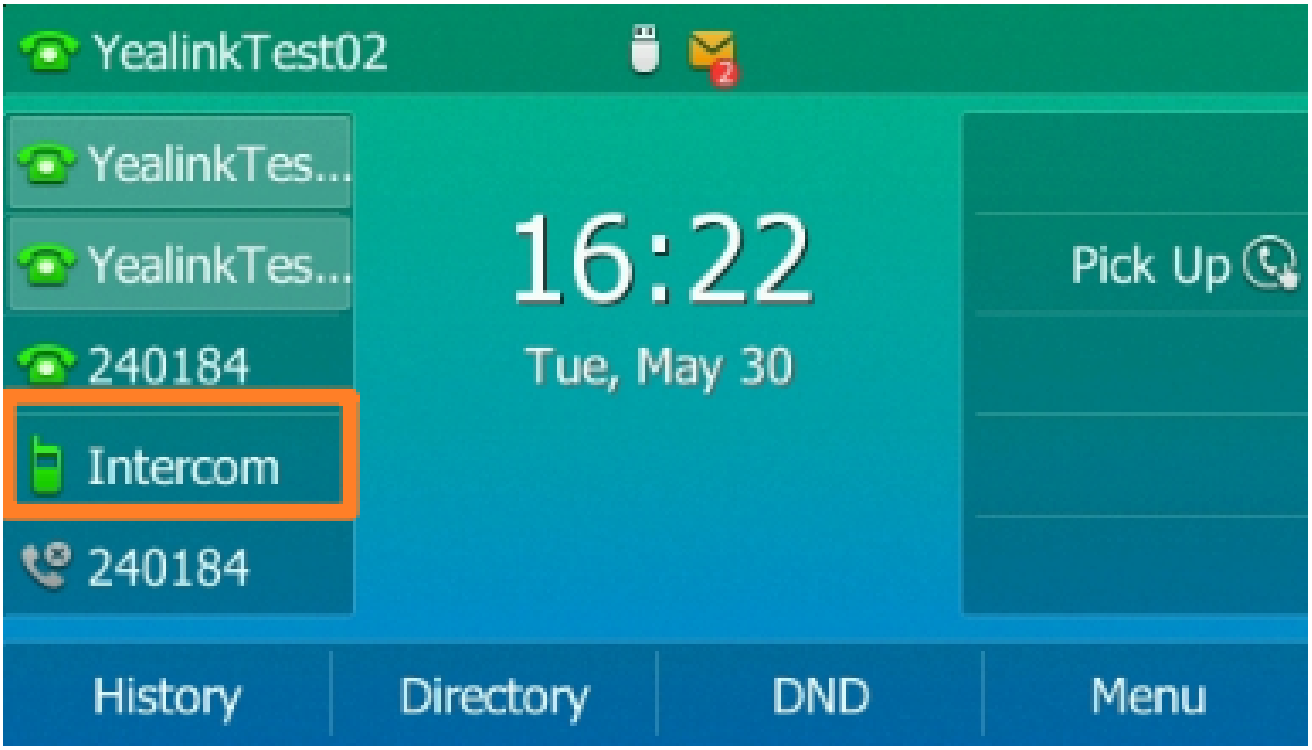
, and then select the desired contact.

f. Select **Save**.

g. Press the Intercom key to place an intercom call.

The following takes T54W for example.





Pick Up Target Extension's Incoming Call

Introduction

You can pick up the target extension's incoming call by pressing the Intercom key.

Before picking up an incoming call, ensure that the directed call pickup code has been configured either for an Intercom key or the Call Pickup feature in advance.

Check with your system administrator if this Extension feature is available on your phone.

If the directed call pickup code is not set, the phone will place a call to the target extension instead of picking up an incoming call from the target extension when you press the Intercom key.

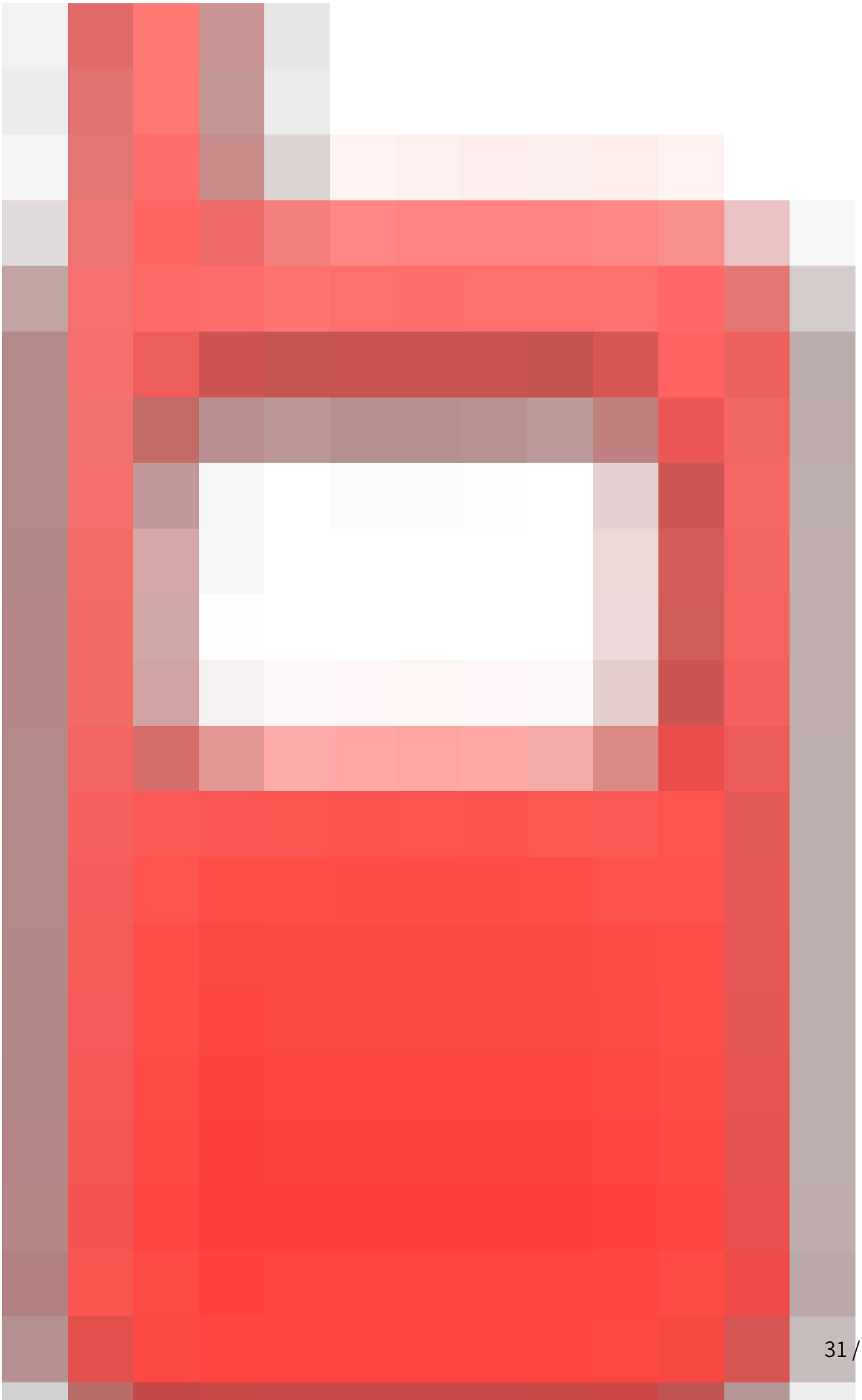
Before You Begin

Get the directed call pickup code from your system administrator.

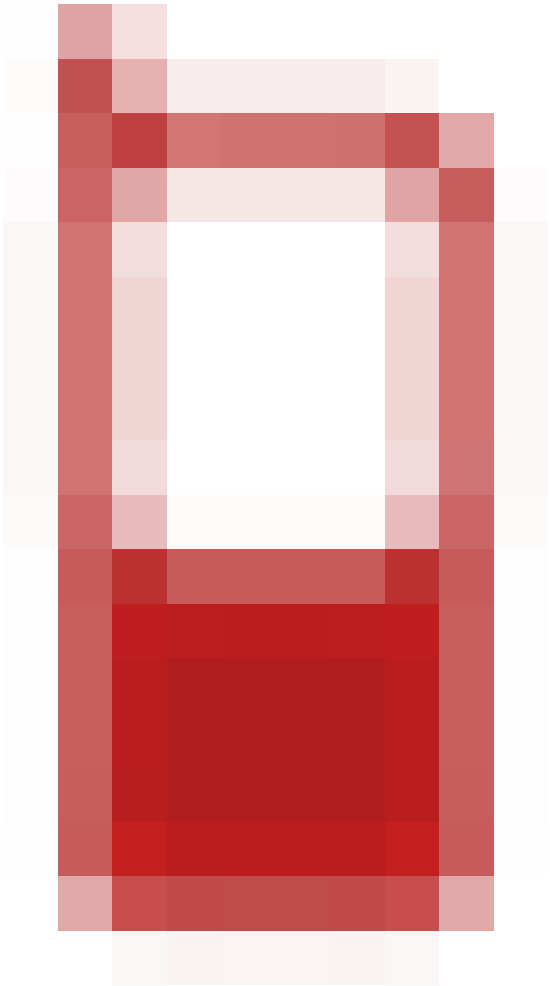
Procedure

1. Long-press the Intercom key.
2. Enter the directed call pickup code in the **Extension** field.
3. Select **Save**.

When the target extension receives an incoming call, the Intercom key icon of the target extension will change to



or



on the T48S/T48G/T48U/T57W/VP59/T58A/T58W/CP925/CP935W/CP965/T88W (Pro)/T88V Pro phones, the Intercom key LED of the target extension will flash green on all other IP phones. Press the Intercom key to pick up the incoming call directly.

Answer Intercom Call

Introduction

By default, when there is an incoming intercom call, the phone plays a warning tone and automatically answers the incoming call.

During the intercom call, you can switch between the Speakerphone (hands-free), Handset and headset modes. If your phone is set to answer intercom calls with your microphone

muted, you need to press the Mute key

to unmute your microphone before responding.

You can configure the following behaviors when receiving an intercom call.

- **Intercom Allow**
- The intercom Allow feature allows the phone to answer an incoming intercom call automatically. If you disable this feature, the phone will handle an incoming intercom call like a normal one.

> Your system administrator can set a period of delay time before the phone automatically answers intercom calls.

- **Intercom Mute/Intercom Audio Mute/Intercom Video Mute**
- The Intercom Mute feature allows the phone to mute the microphone when incoming intercom calls are answered automatically.

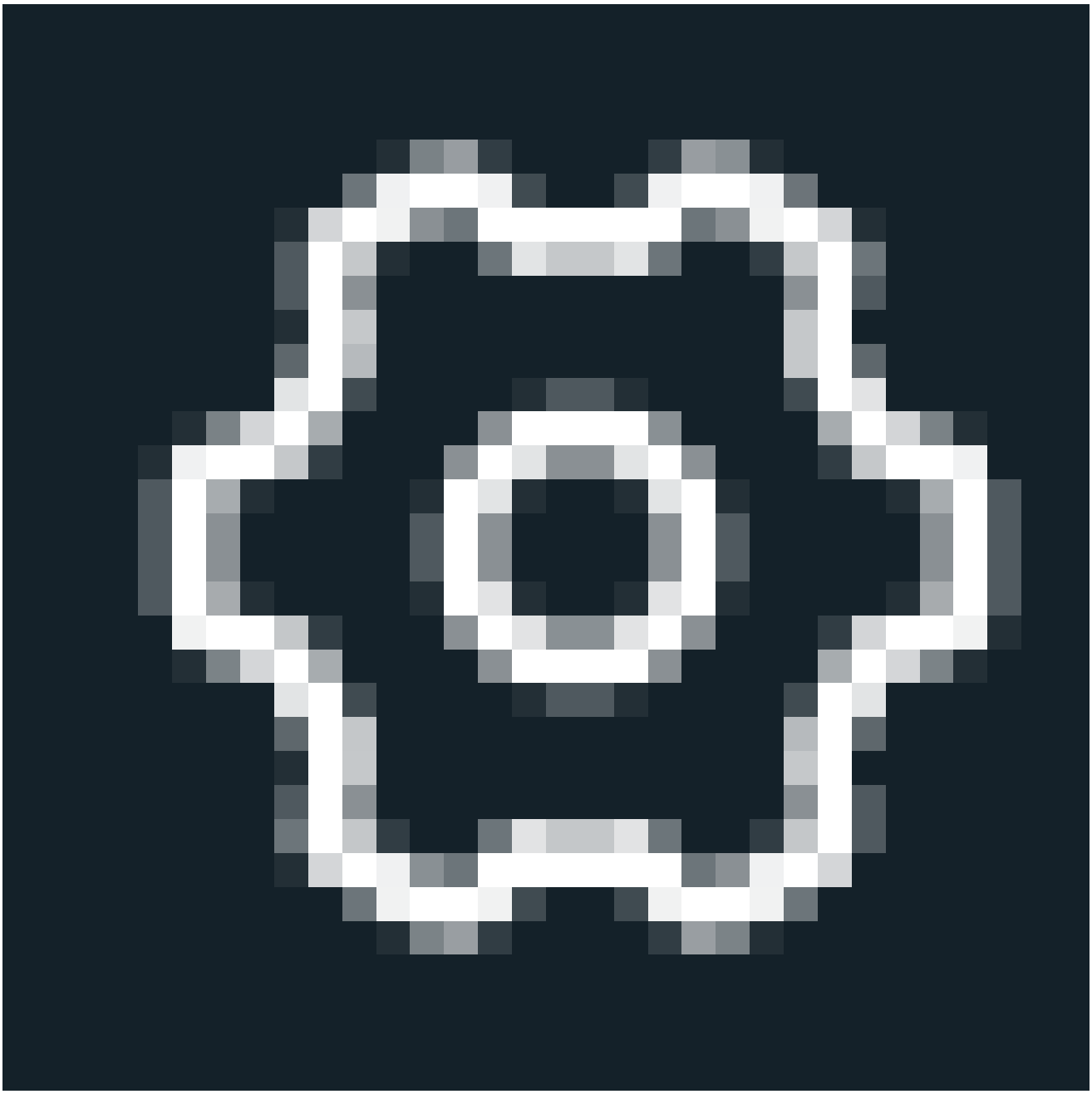
> The **Intercom Audio Mute**/**Intercom Video Mute** is only applicable to T88W (Pro)/ T88V Pro.

- **Intercom Tone**
- The Intercom Tone feature allows the phone to automatically play a warning tone before answering an intercom call.
- **Intercom Barge**
- Intercom Barge allows the phone to automatically answer an incoming intercom call while an active call is in progress. The active call will be placed on hold. If you disable this feature, the phone will handle an incoming intercom call like a normal incoming call while there is already an active call on the phone.

> To enable the phone to receive a new incoming call when it already has an active call, make sure that the call waiting feature is enabled on the phone in advance.

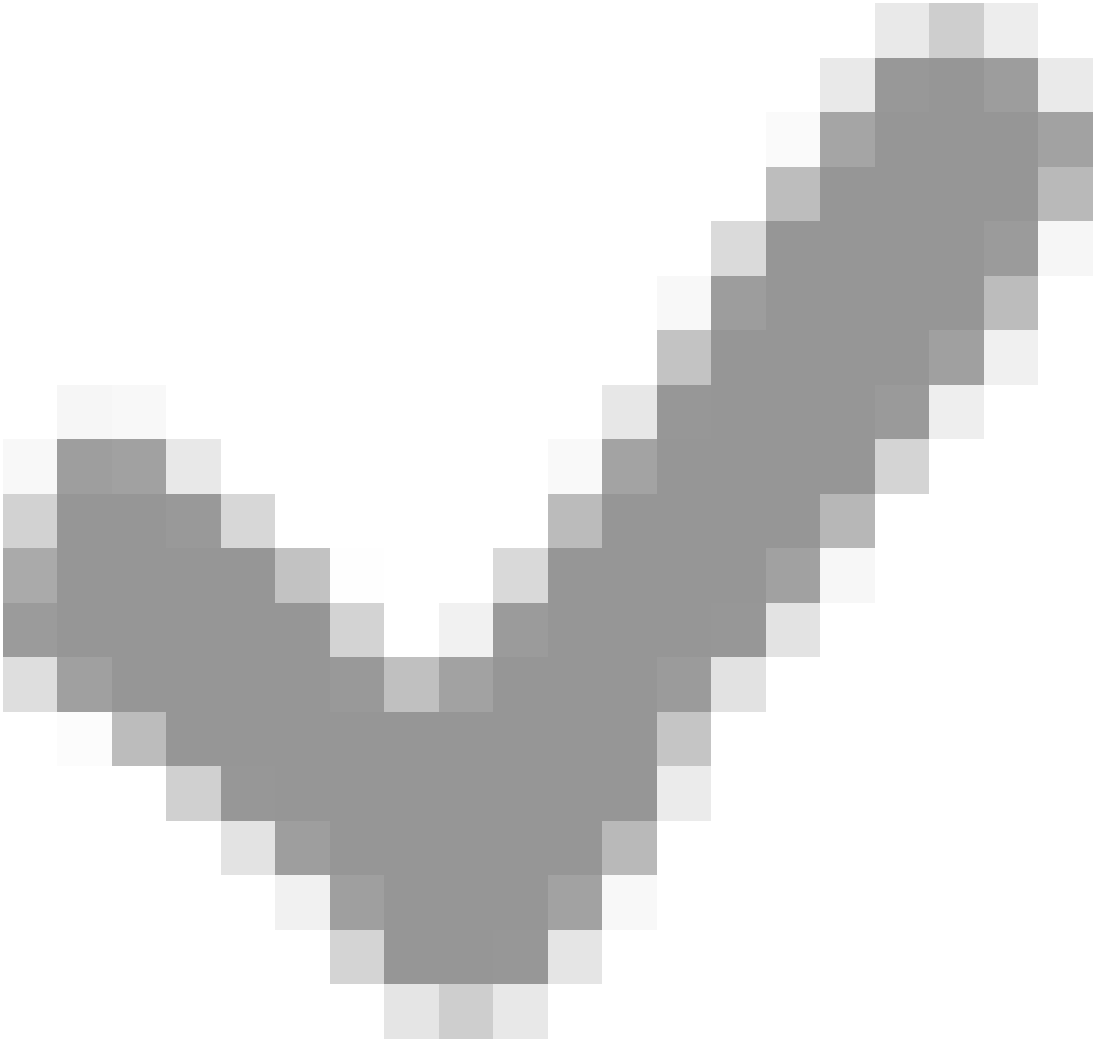
Procedure

1. Do one of the following:
   - Go to **Menu** > **Features** > **Intercom**.
   - Go to **More** > **Features** > **Intercom**.
   - Go to **More** > **Settings** > **Features** > **Intercom**.
   - For T88W (Pro)/T88V Pro, go to **Call**/**Contact**/**History** >



> **Intercom**.

2. Make the desired changes.
3. Select **Save** or



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Shared Line

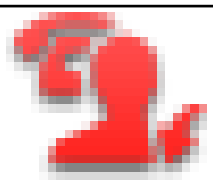
State Indicator of Shared Line

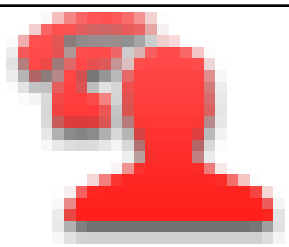
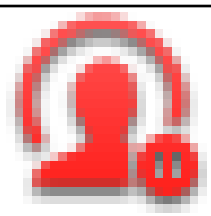
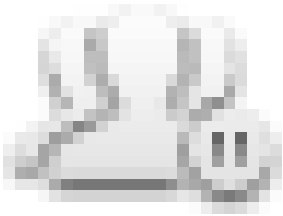
Introduction

You can get the shared line's status by viewing the LED and icon indicator of the shared line key.

The following table shows all kinds of LED and icon indicators associated with the shared line on phones and the corresponding descriptions:

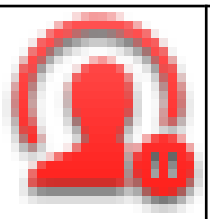
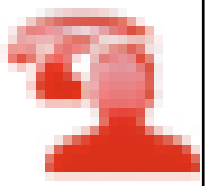
- **For T57W/T54W/T53C/T33P/T33G/T34W**:

Line Key LED Except for T57W	Icons T57W/T54W/ T53C/T33P/T33G/ T34W	Description
Off		The shared line is idle.
Solid green	(Monitoring SCA Phone)	The shared line is seized.
Flash green fast	 (Flashing on T57W)	The shared line receives an incoming call.

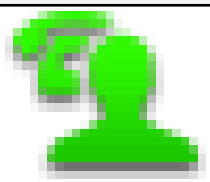
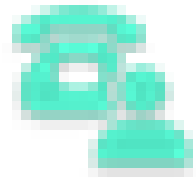
Solid green	(Flashing on T57W)	The shared line is dialing.
Solid green		The shared line is busy or is on a call.
Flash green slowly (local phone) Flash red slowly (other phones)		The call on the shared line is placed on public hold.
Flash green slowly (local phone) Solid red (other phones)	 (Local SCA Phone) (Other Phone)	The call on the shared line is placed on private hold.
Solid green		The other shared line user barges in the call on the shared line.
Flash green slowly		In a multi-party call, place the call on hold locally.

- **For T4X/T46X/T44U/T44W**:

Line Key LED Except for T48S/T48G/ T48U	Icons T48S/ T48G/ T48U/ T44U/T44W	Icons T46S/ T46G/ T46U/ T44U/T44W	Description
Off			The shared line is idle.
Solid green	(Monitoring SCA Phone)		The shared line is seized.
Flash green fast	(Flashing on T57W)		The shared line receives an incoming call.
Solid green			The shared line is dialing.
Solid green			The shared line is busy or is on a call.
Flash green slowly (local phone) Solid red fast (other phones)			The call on the shared line is placed on public hold.
Flash green			The call on the shared line is placed on

slowly (local phone) Solid red (other phones)	 (Local SCA Phone)  (Other Phone)	 (Local SCA Phone) (Other Phone)	private hold.
Solid green			The call on the shared line is barged in by the other shared line user.
Flashing green slowly			In a multi-party call, place the call on hold locally.

- **For VP59/T58A/T58W**:

Icons	Description
 / 	The shared line is idle.
	The shared line is seized.

(Monitoring SCA Phone)	
(Flashing)	The shared line receives an incoming call.
(Flashing)	The shared line is dialing.
	The shared line is busy or is on a call.
	The call on the shared line is placed on public hold.
(Local SCA Phone)	The call on the shared line is placed on private hold.

(Other Phone)	
	The call on the shared line is barged in by the other shared line user.
	In a multi-party call, place the call on hold locally.

- **For CP925/CP935W/CP965**:

Icons	Description
	The shared line is idle.
(Monitoring SCA Phone)	The shared line is seized.
	The shared line receives an incoming call.

(Flashing)	
(Flashing)	The shared line is dialing.
	The shared line is busy or is on a call.
	The call on the shared line is placed on public hold.
(Local SCA Phone)	The call on the shared line is placed on private hold.

(Other Phone)	
	The other shared line user barges into the call on the shared line.
	In a multi-party call, place the call on hold locally.

- **For T7X/T8X**:

Icons	Description
	The shared line is idle.
(Monitoring SCA Phone)	The shared line is seized.
(Flashing)	The shared line receives an incoming call.
(Flashing)	The shared line is dialing.
	The shared line is busy or is on a call.
	The call on the shared line is placed on public hold.
	The call on the shared line is placed on private hold.
	The call on the shared line is barged in by the other shared line user.

	In a multi-party call, place the call on hold locally.

Place & Answer Calls on Shared Line

Place Calls on Shared Line

You can place one or multiple calls on a shared line.

The phone places a call on the first shared line key automatically. You can select the desired shared line key first and place a call using this key.

Answer Calls on Shared Line

You can answer one or more calls on the shared line.

When an incoming call arrives on the shared line, all the registered phones will ring simultaneously, and the call can be answered on any phone. Incoming calls will be distributed evenly among the available shared line keys.

> If the number of incoming calls exceeds the configured line keys, the line keys will be used by sequence circulation. Contact your system administrator for more information.

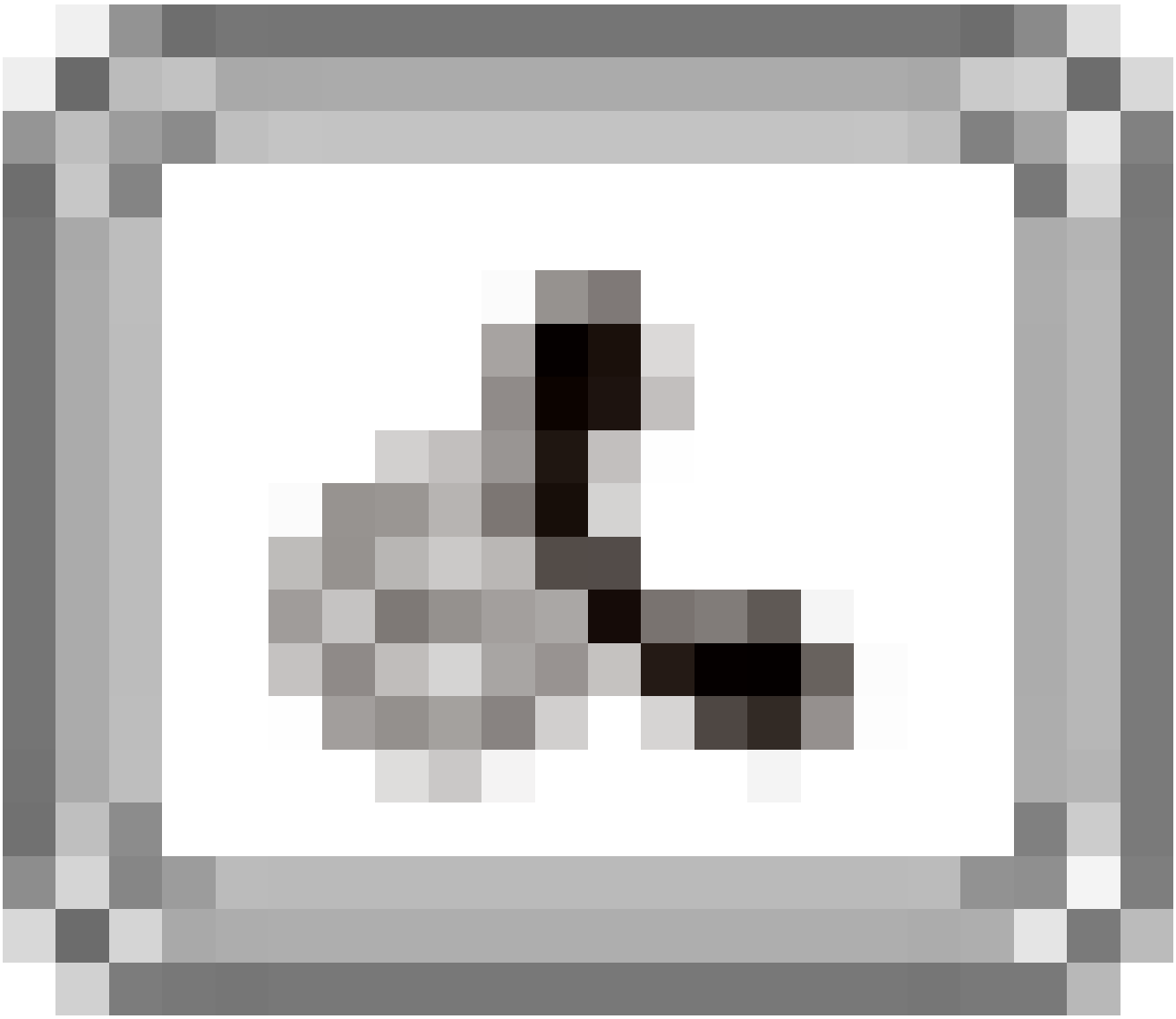
Place Call on Public Hold or Private Hold

Place Call on Public Hold

You can place a call on public hold that any shared line phone can retrieve the held call.

Procedure

During a call, press the HOLD key



or **Hold**.

The call is held on your phone, and all of the phones registered with a shared line show the call is in a held state on the shared line key.

Place Call on Private Hold

In the SCA scenario, you can place a call on private hold so that only you can retrieve the held call.

Your system administrator can preset the **PriHold** soft key, and you can also set a line key as the private hold key manually if the **PriHold** soft key is not available on your phone. You need to configure a private hold key before you place the call on private hold.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.

c. Select **Key Event** from the **Type** field.

d. Select **Private Hold** from the **Key Type** field.

e. (Optional) Enter the string that will display on the phone screen in the **Label** field.

f. Select **Save**.

- For CP925/CP935W phones:

  a. Tap **Dsskey**.

  b. Select the desired line key.

  c. Select

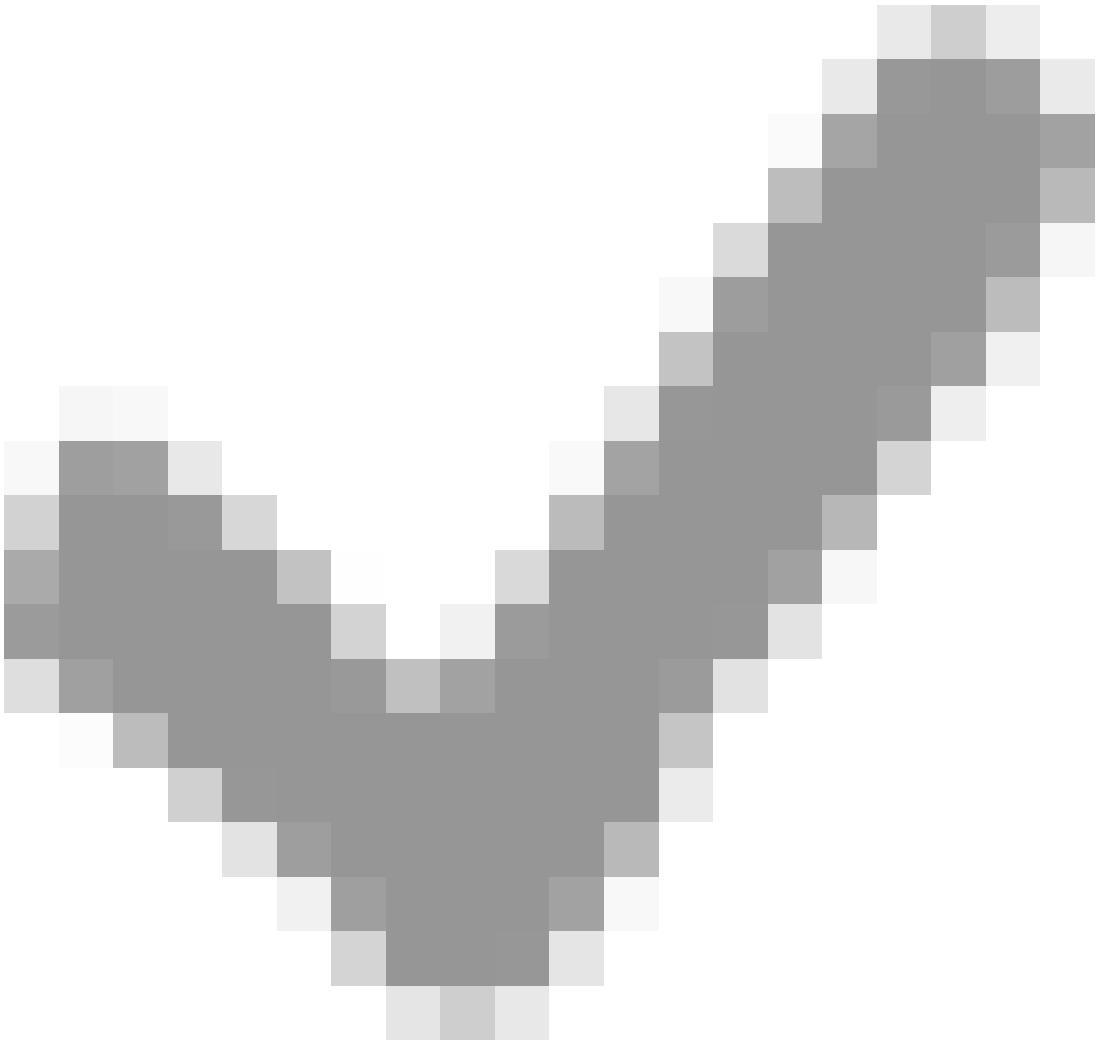
.

d. Select **Key Event** from the **Type** field.

e. Select **Private Hold** from the **Key Type** field.

f. (Optional) Enter the string that will display on the phone screen in the **Label** field.

g. Select



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- For VP59/T58A/T58W phones:

  a. Swipe left or right to go to the second idle screen.

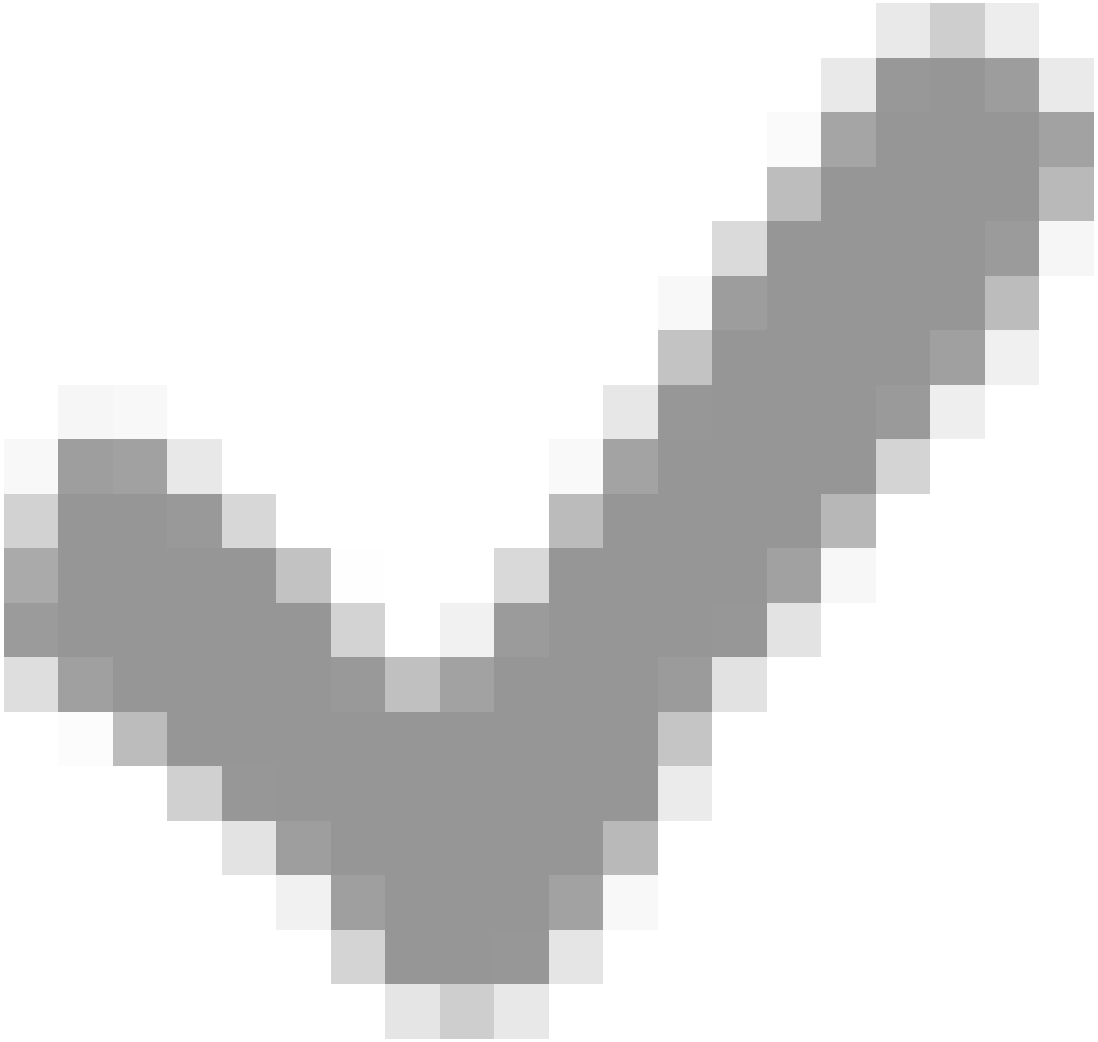
  b. Go to **Settings** > **Features** > **Dsskey**.

  c. Select **Key Event** from the **Type** field.

d. Select **Private Hold** from the **Key Type** field.

e. (Optional) Enter the string that will display on the phone screen in the **Label** field.

f. Select



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- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Dsskey**.

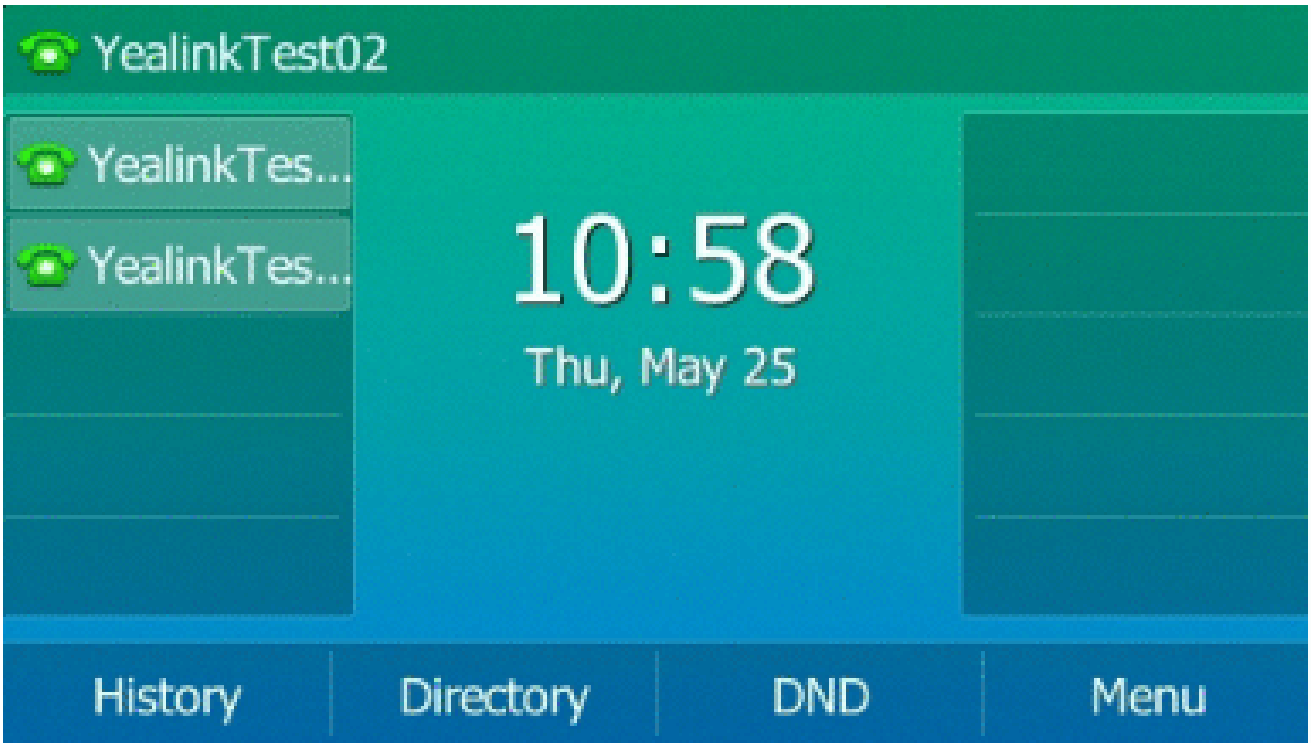
  c. Select **Key Event** from the **Type** field.

  d. Select **Private Hold** from the **Key Type** field.

e. (Optional) Enter the string that will display on the phone screen in the **Label** field.

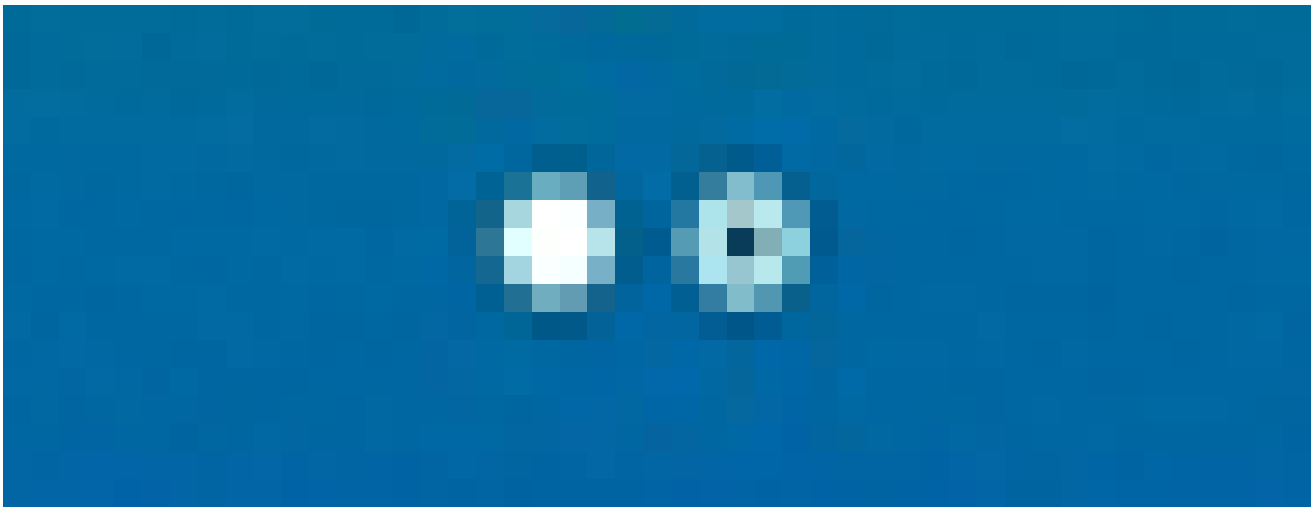
f. Select **Save**.

The following takes T54W for example.

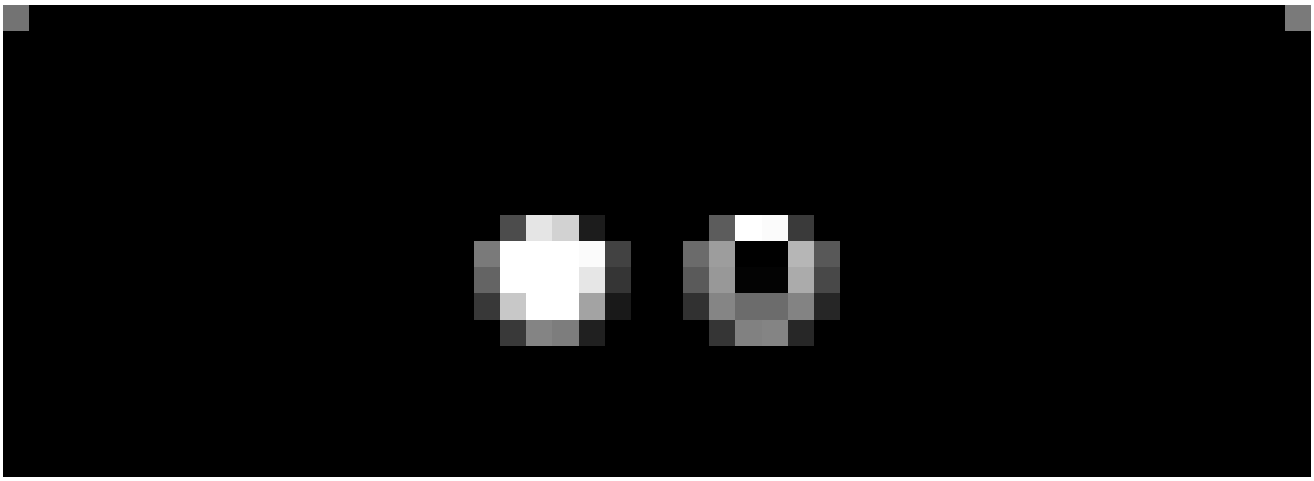


By default, you can long-press the desired line key to set it.

During an SCA call, press **PriHold** or Private Hold key on the phone (You may need to press the **More** (



/



)soft key to see the **PriHold** soft key). Then the call is held on your phone, and the other phones registered with a shared line show the call is in the busy state on the shared line key. Other users on the shared line cannot resume your held call.

Retrieve Held Call on Shared Line

Introduction

If you place a call on hold on a shared line, you can resume this call at any time. When the shared line key shows a call in a held state, you can resume the call remotely from another user's phone.

Before You Begin

There is at least one call placed on public hold on the shared line.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, do one of the following:
  - Press the line key or select

or

.

- In the SCA scenario, press and hold the shared line key.
- On the T48S/T48G/T48U phones, press and hold

.

- For T58A/T58W phones:

  a. Select

.

b. Press and hold the shared line key.

- For VP59 phones:

  a. Select

.

b. Long tap the desired line key.

c. *The **Cancel**, **CallPull**, **NewCall** and **Retrieve** soft keys appear on the touch screen.*

d. Select **Retrieve** to retrieve the call.

- For T88W (Pro)/T88V Pro phones:

  a. Select

  .

  b. Press and hold the shared line key.

- For CP925/CP935W phones, select **Resume**.
- For CP965 phones:

  a. Select

.

b. Press and hold the shared line key.

c. select

> **Retrieve**.

*The **Cancel**, **Call Pull**, **New Call** and **Retrieve** appear on the screen.*

Select **Retrieve** to retrieve the call.

Barge in Active Call on Shared Line

Introduction

In the SCA scenario, you can barge into an active call on the shared line. After you barge into a call, the call turns into a three-party conference.

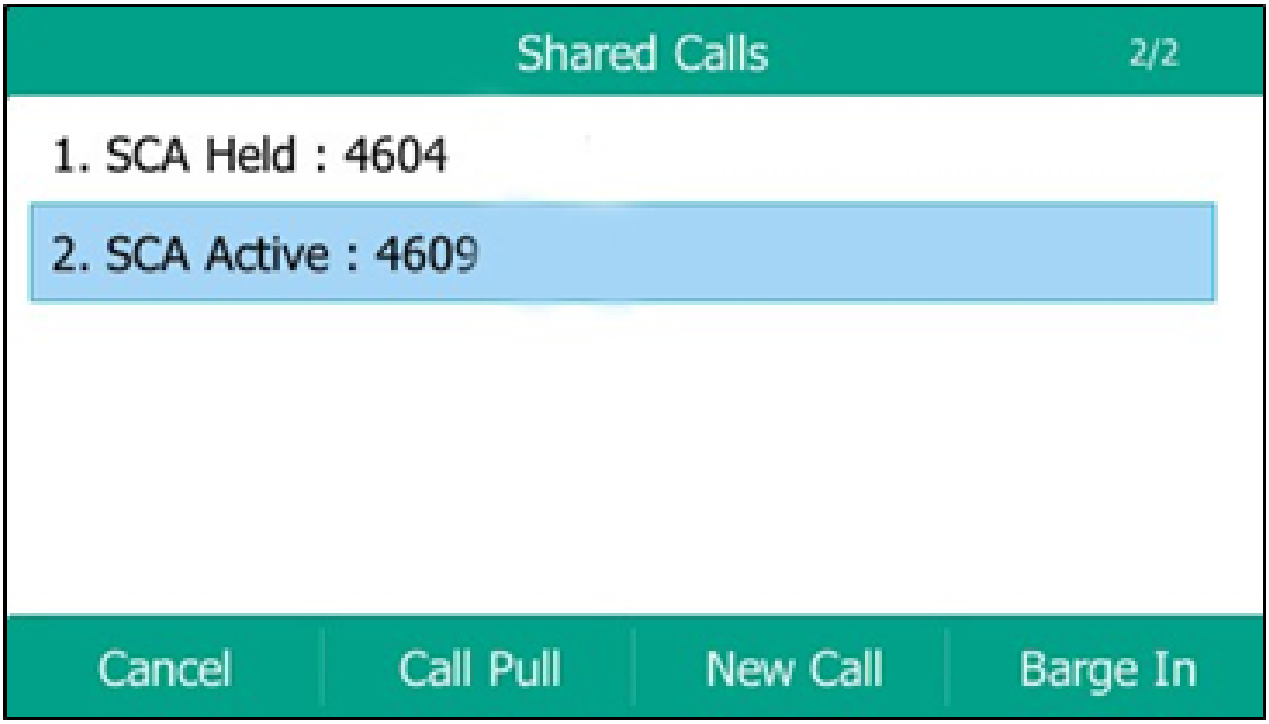
> It is not applicable to the T30P/T30 phones.

Before You Begin

There is at least one active call on the shared line.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
   - Press and hold the desired line key, and then select an active call.



   - *The **Cancel**, **Call Pull**, **New Call,** and **Barge In** appear on the phone screen.*
   - For VP59/T58A/T58W/CP925/CP935W/CP965/T88W (Pro)/T88V Pro phones:
     i. Long tap the desired line key.
     ii. Select

/**More** > **Barge In** to interrupt the active call.

2. Select **Barge In** (**BargeIn**) to interrupt the active call.

Pull Shared Call on Shared Line

Introduction

In the SCA scenario, you and other users can pull an existing call from another shared phone with an active or hold state.

Check with your system administrator to see if this feature is available for your phone.

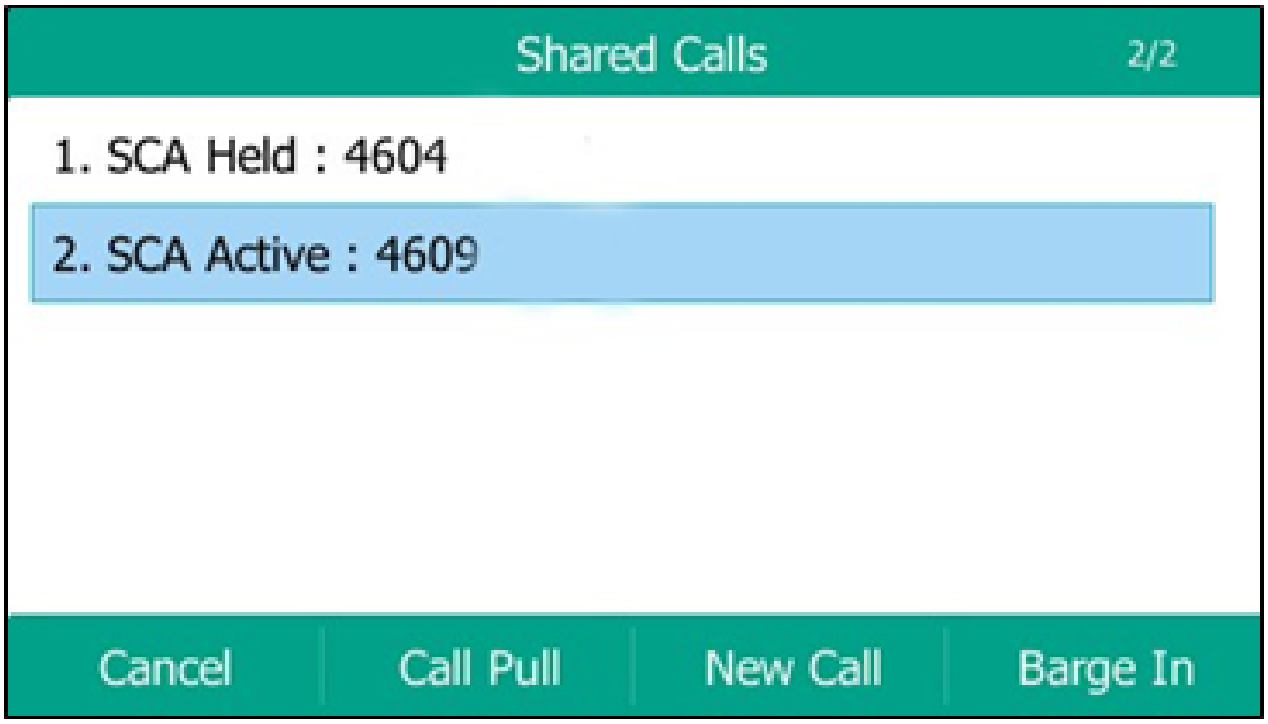
> It is not applicable to the T30P/T30 phones.

Before You Begin

There is an active or held call on the shared line.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phone, press and hold the line key, and then select a call.



   - For VP59/T58A/T58W/CP925/CP935W/CP965/T88W (Pro)/T88V Pro phones, long tap the desired line key.
2. Select **Call Pull** (**CallPull**) to pull the call.

Short Message Service (SMS)

Introduction

Text messages can be stored in your phone's Inbox, Sentbox, Outbox, or Draftbox, and each box stores up to 100 text messages.

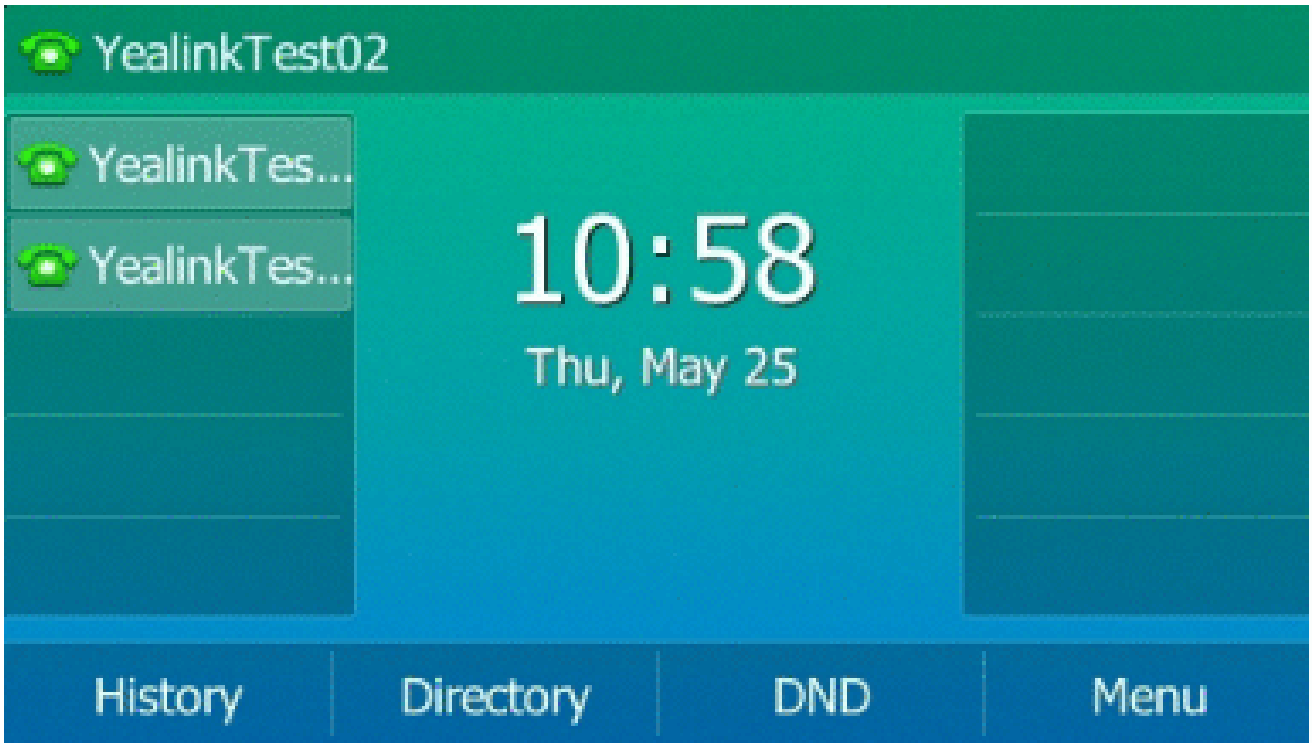
If there are more than 100 text messages in any one of the boxes, the phone will directly delete the oldest text message in the box.

Read Text Message

You can read your text messages on the phone to obtain text information sent by a contact.

Procedure

1. Do one of the following:
   - Go to **Menu** > **Message** > **Text Message** > **Inbox**.
   - Go to **More** > **Message** > **Text Message** > **Inbox** or **More** > **Settings** > **Message** > **Text Message** > **Inbox**.
   - For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, go to **Message** > **Text Message** > **Inbox**.
2. Select the desired message and select **View**.
3. For T48S/T48G/T57W/T48U phones, tap the desired text message to read.
4. *The following takes T54W for example.*



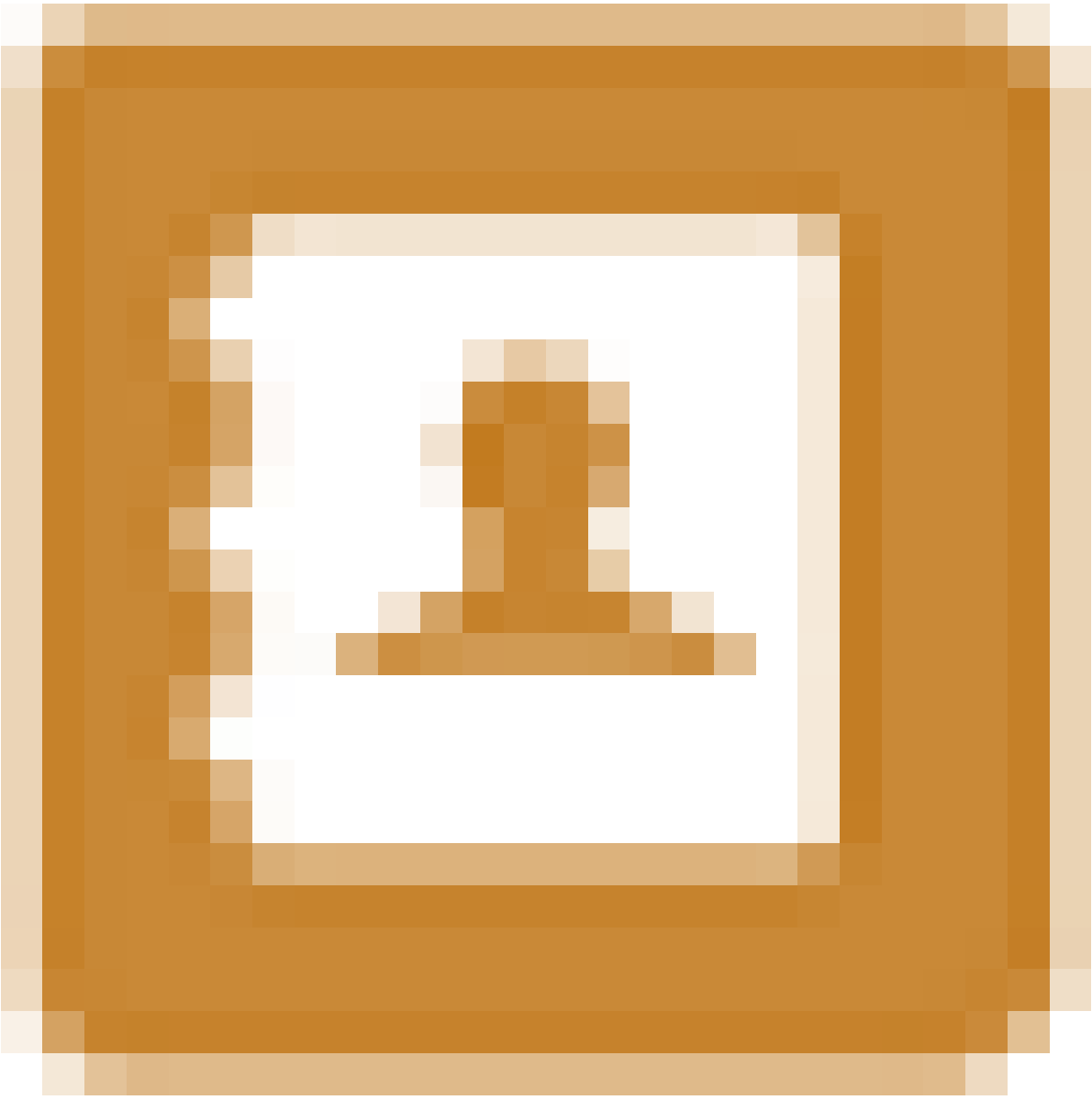
If the phone prompts you that there is a new text message, you can select the **View** soft key to read the new messages directly. But your system administrator can disable the prompt box for the new message(s).

Send Text Message

The phones can send text messages.

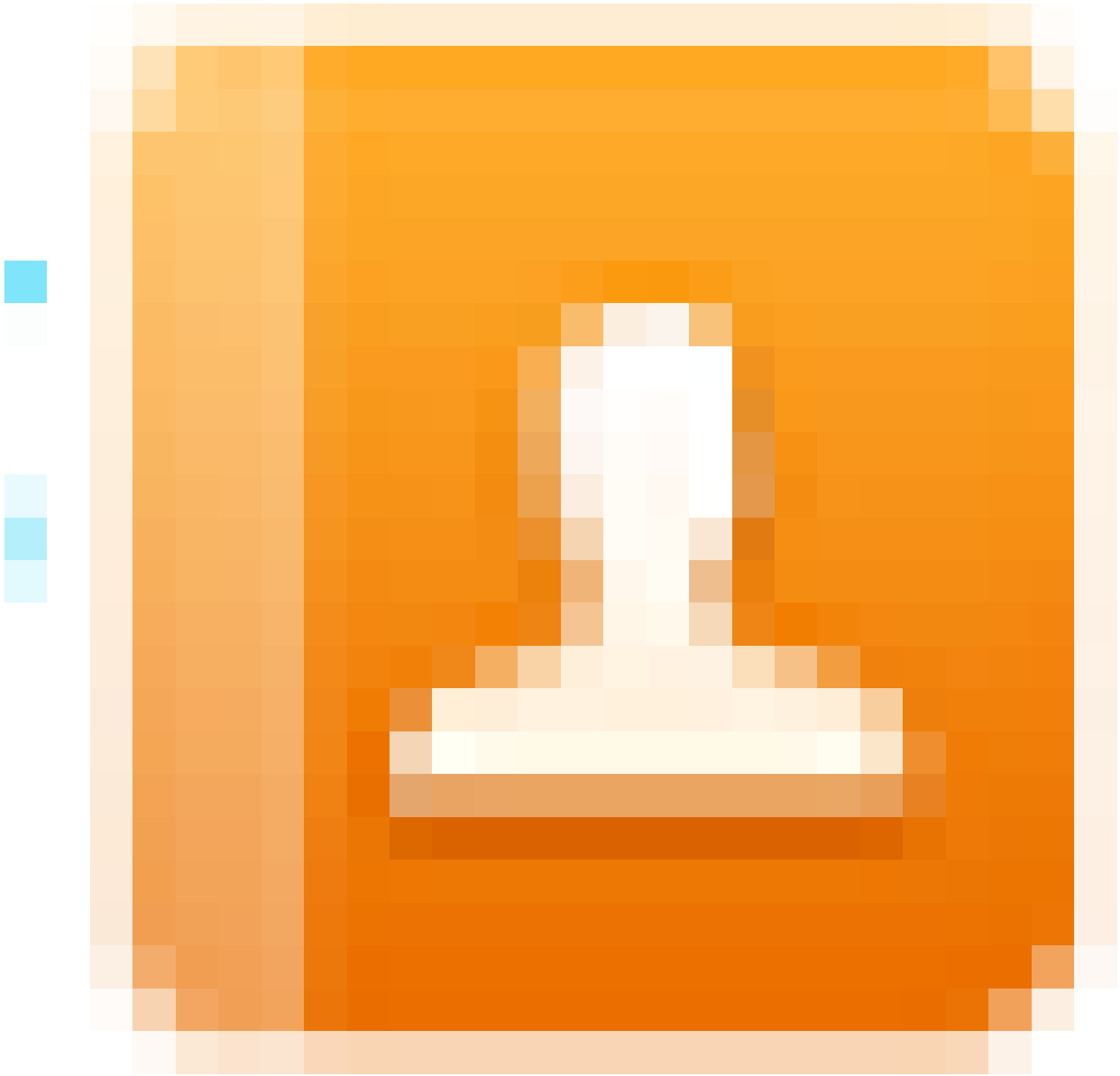
Procedure

1. Do one of the following:
   - Go to **Menu** > **Message** > **Text Message** > **New Message**.
   - Go to **More** > **Message** > **Text Message** > **New Message** or **More** > **Settings** > **Message** > **Text Message** > **New Message**.
   - For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, go to **Message** > **Text Message** > **New Message**.
2. Compose the new text message.
3. On all phones except the T48S/T48G/T57W phones, select **Send**.
4. Select the desired account from the **From** field.
5. Do one of the following:
   - Enter the number you want to send the message to in the **To** field.
   - On the T46S/T46G/T46U phones, select the **To** field. Select **Directory** and select the desired contact from the Directory list.
   - On the T48S/T48G/T48U phones, select



, and then select the desired contact.

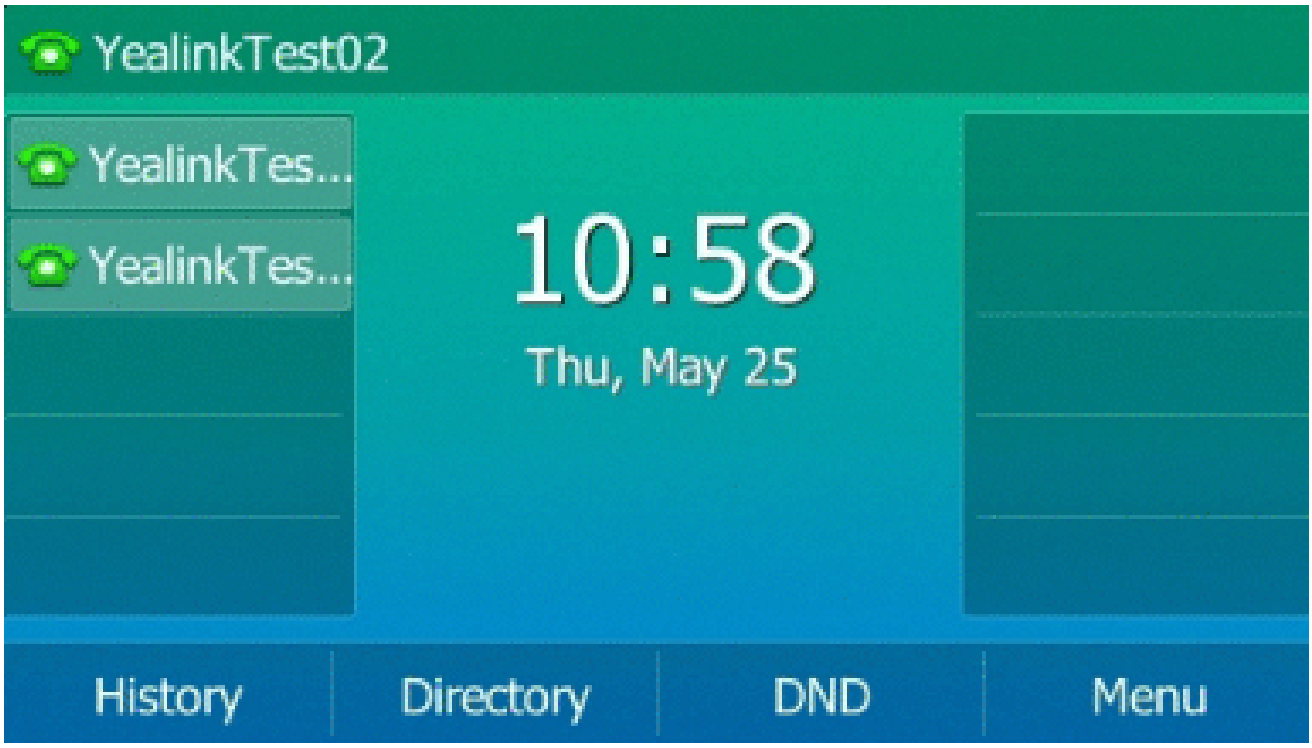
- On the T57W phones, select



, and then select the desired contact.

6. Send the message.

7. *The following takes T54W for example.*

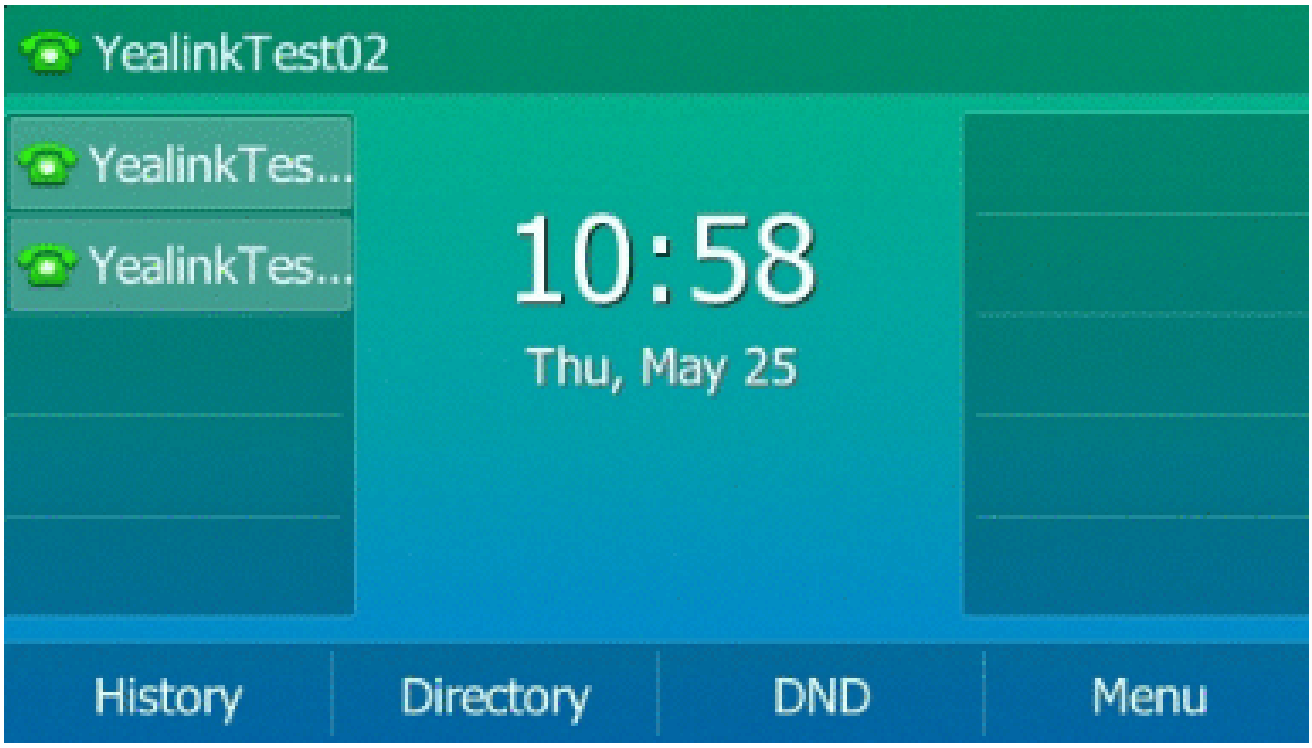


Reply to Text Message

You can reply to a message after reading a text message.

Procedure

1. Do one of the following:
   - Go to **Menu** > **Message** > **Text Message** > **Inbox**.
   - Go to **More** > **Message** > **Text Message** > **Inbox** or **More** > **Settings** > **Message** > **Text Message** > **Inbox**.
   - For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, go to **Message** > **Text Message** > **Inbox**.
2. Highlight the desired message and select **Reply**.
3. For T48S/T48G/T48U/T57W phones, tap the desired message and tap **Reply**.
3. Compose the new text message.
4. Select **Send** or **Send Message**.
5. *The following takes T54W for example.*

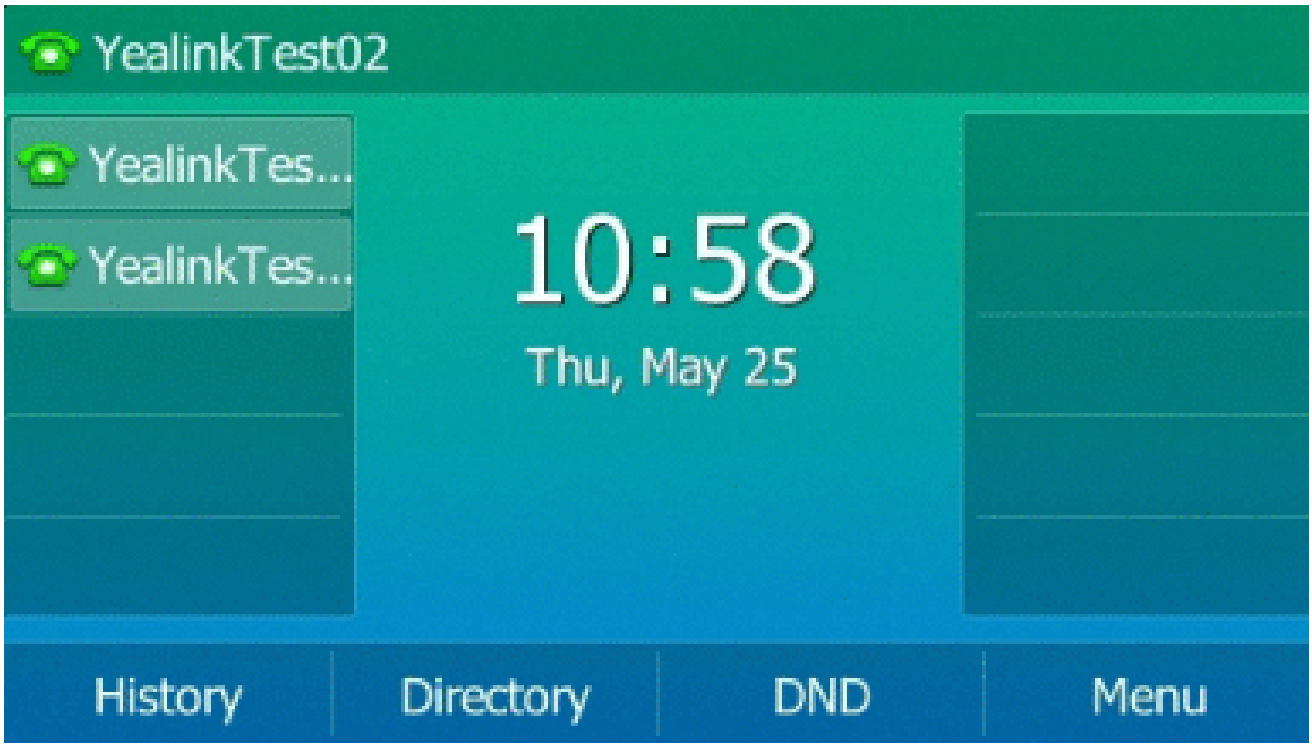


Delete Text Message

You can delete messages from your phone after reading.

Procedure

1. Do one of the following:
   - Go to **Menu** > **Message** > **Text Message** > **Inbox**.
   - Go to **More** > **Message** > **Text Message** > **Inbox** or **More** > **Settings** > **Message** > **Text Message** > **Inbox**.
   - For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, go to **Message** > **Text Message** > **Inbox**.
2. Select the desired message.
3. For T48S/T48G/T57W phones, tap the desired message.
3. Select **Option** > **Delete**.
4. *The phone prompts you to delete the message or not.*
   - For T48S/T48G/T57W phones, tap **Delete**.
   - For T42S/T42G/T41S/T41P/T40P/T40G phones, press **Delete**.
4. Select **OK**.
5. You can also delete all text messages by selecting the **Delete All**.
6. *The following takes T54W for example.*


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Voice Mail

Introduction

Voice Mail feature allows you to leave voice mails for someone or listen to your voice mail messages on your IP phones.

This feature is set up on the server side, and not all servers support this feature.

Set Voice Mail Code

If you want to connect your phone to the message center, you need to set the voice mail code on your phone.

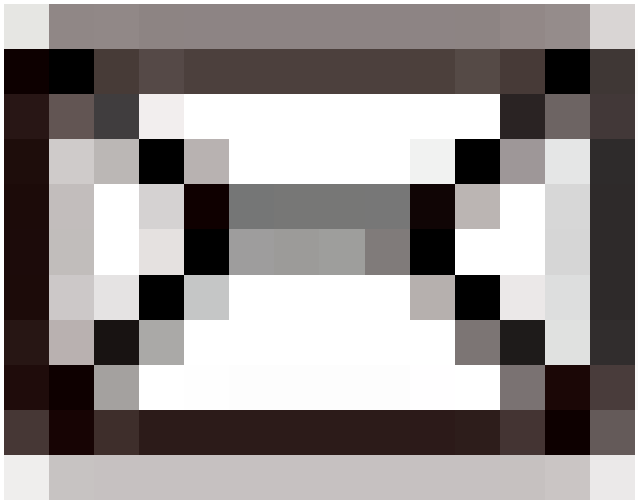
> Voice Mail can support playback for up to 2 minutes.

Before You Begin

Get the voice mail code from your system administrator.

Procedure

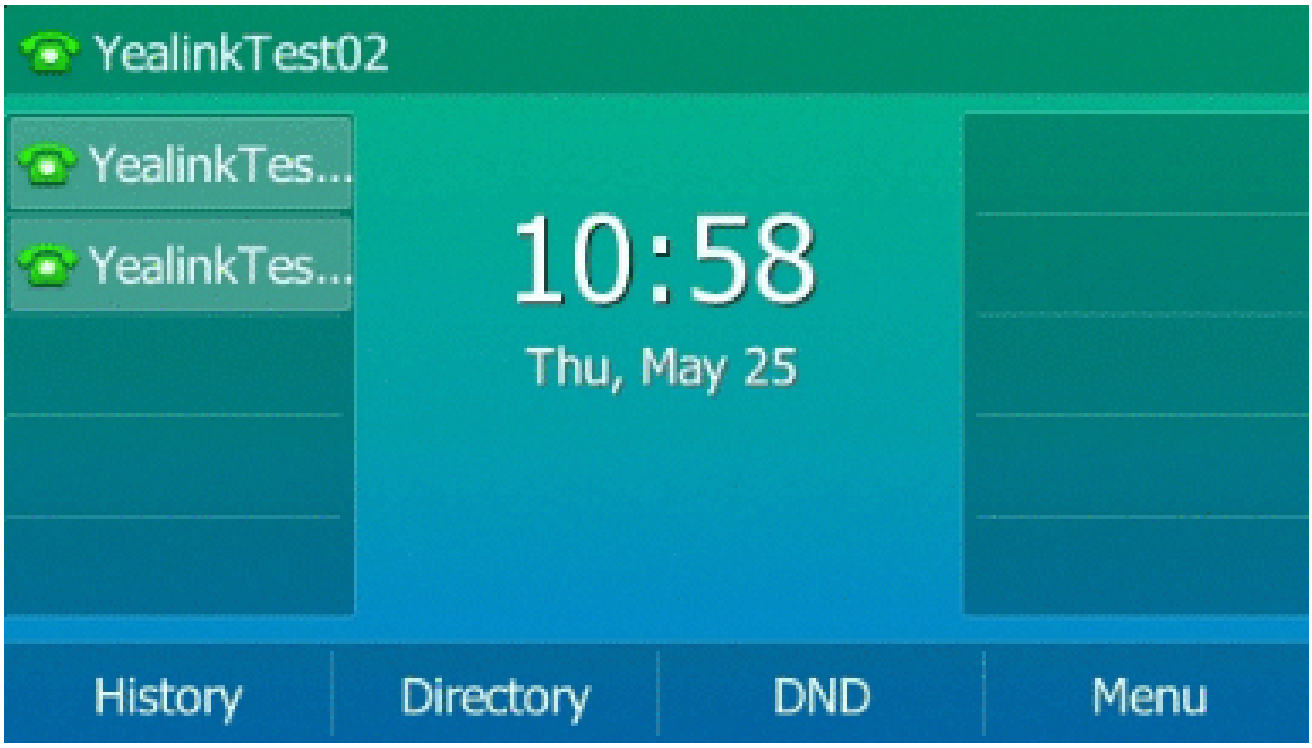
1. Do one of the following:
2. You can also press the MESSAGE key



when the voice mail code is not configured.

- Go to **Menu** > **Message** > **Voice Mail** > **Set Voice Mail Code**.
- Go to **More** > **Message** > **Voice Mail** > **Set Voice Mail Code** or **More** > **Settings** > **Message** > **Voice Mail** > **Set Voice Mail Code**.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, go to **Message** > **Voice Mail** > **Set Voice Mail Code**.

2. Enter the voice mail code (for example, *4) in the desired account field.
3. Select **Save**.
4. *The following takes T54W for example.*



Leave Voice Mails

You can leave a voice mail for someone busy or inconvenient to answer the call.

Procedure

1. Follow the voice prompts to leave a voice mail.
2. Hang up to complete the voice mail.

Listen to Voice Mail

You can listen to your voice mails on the phone, to obtain voice information sent by a contact.

Before You Begin

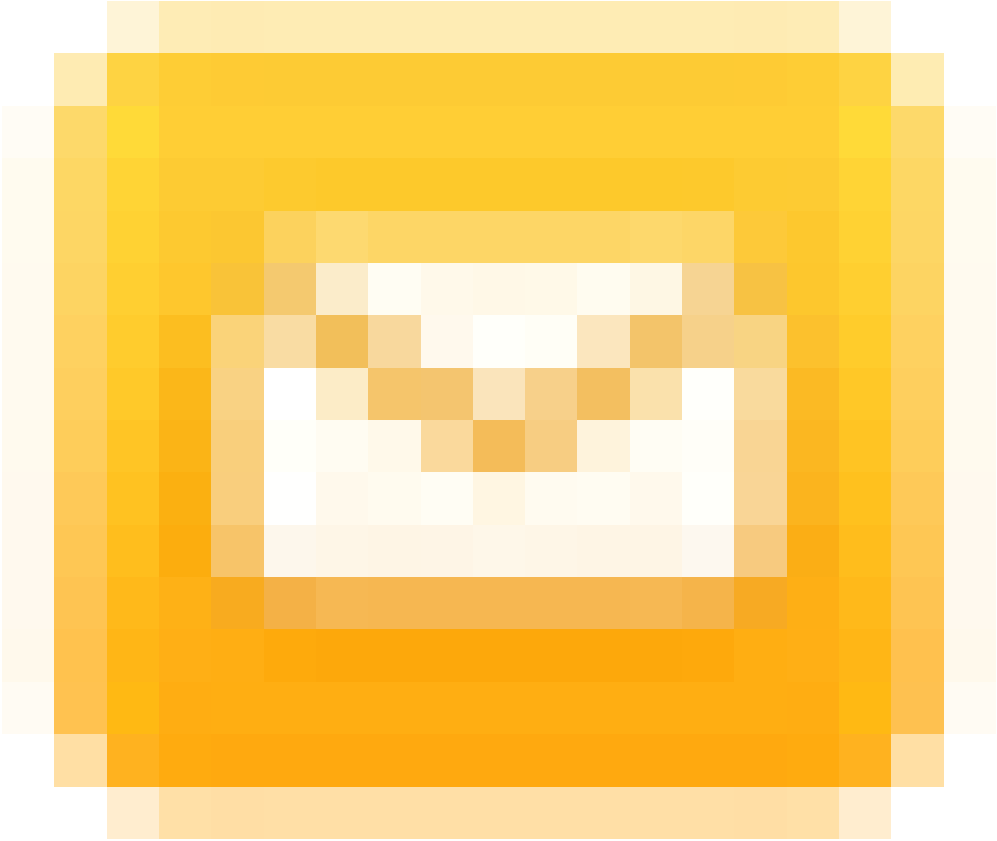
You need to set the voice mail code in advance.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Message** > **Voice Mail** > **View Voice Mail**.
  b. *The phone screen displays the number of new and old voice mails.*
  b. Select an account, and then select **Connect**.
  c. For T48U/T48S/T48G/T57W phones, tap the account.
  c. Follow the voice prompt to listen to your voice mails.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Select

(



) to launch **Message**.

c. Select **Voice Mail** > **View Voice Mail**.

d. *The phone screen displays the number of new and old voice mails. You can tap the account to listen to the voice mails.*

- For CP925/CP935W/CP965 phones:

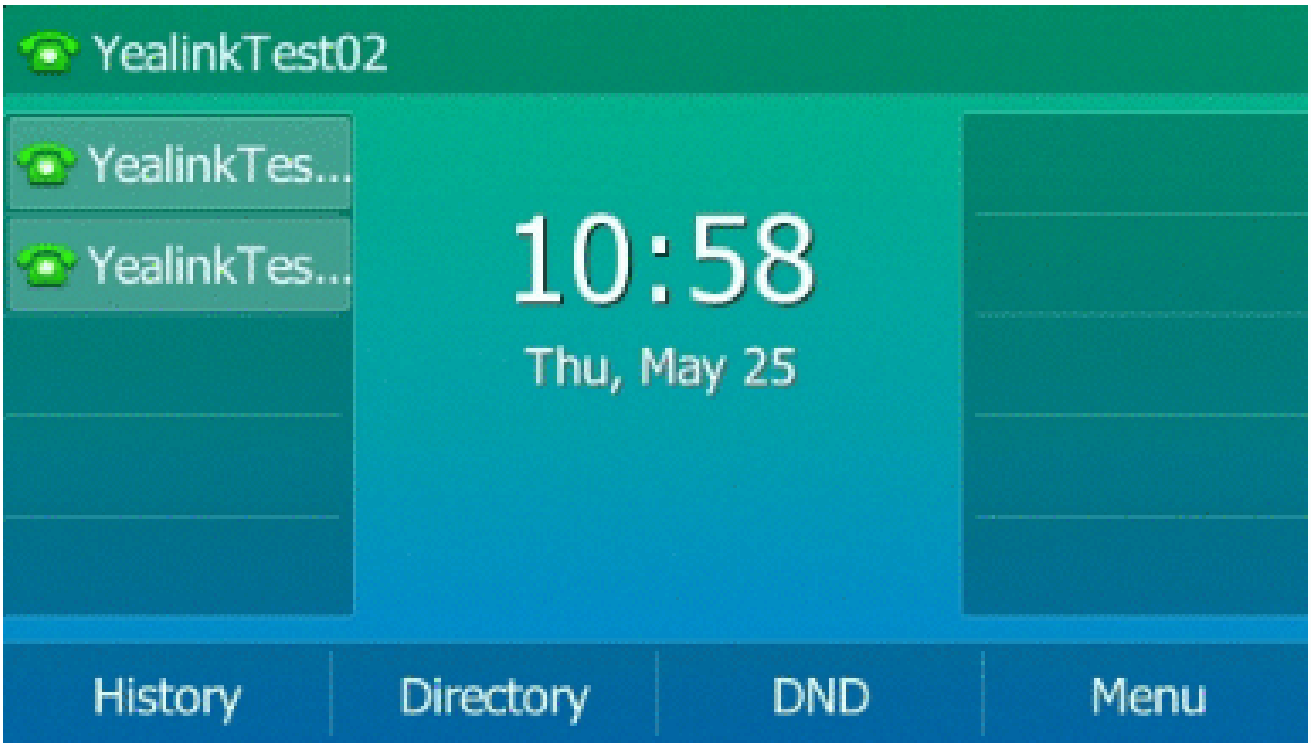
a. Go to **More** > **Message** > **View Voice Mail** or **More** > **Settings** > **Message** > **View Voice Mail**.

b. *The phone screen displays the number of new and old voice mails.*

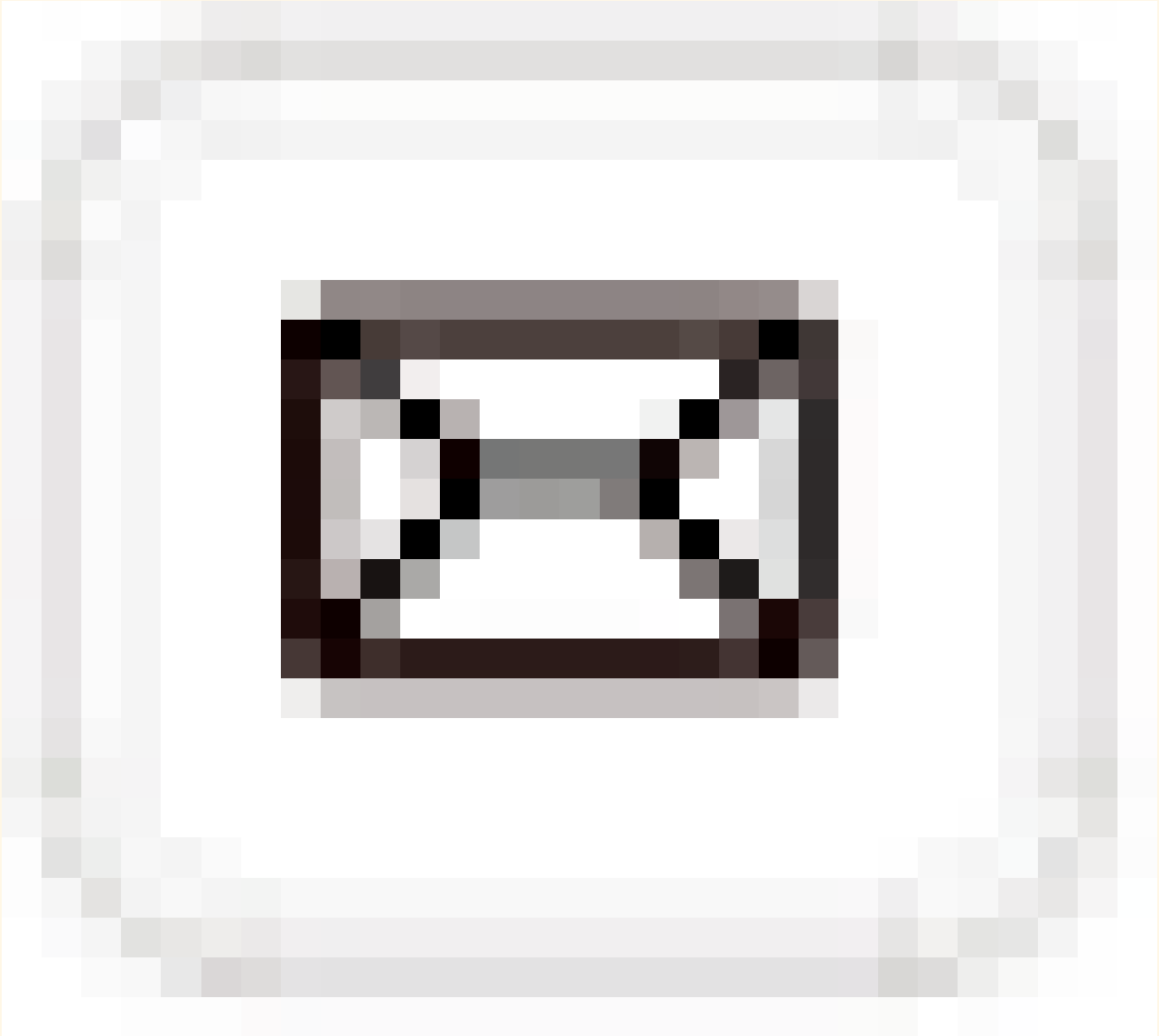
b. Tap the account.

c. Follow the voice prompt to listen to your voice mails.

The following takes T54W for example.



When the phone prompts that the phone receives a new voice mail, you can press the MESSAGE key



or **Connect** soft key to dial out the voice mail access code directly.

FAQ

How to transfer to voice mail?

Number of rings before going to voice mail?

Use Hot Desking

Introduction

You can use hot desking to log out of the current account and then log in to a new account. So many users can share one phone resource at different times.

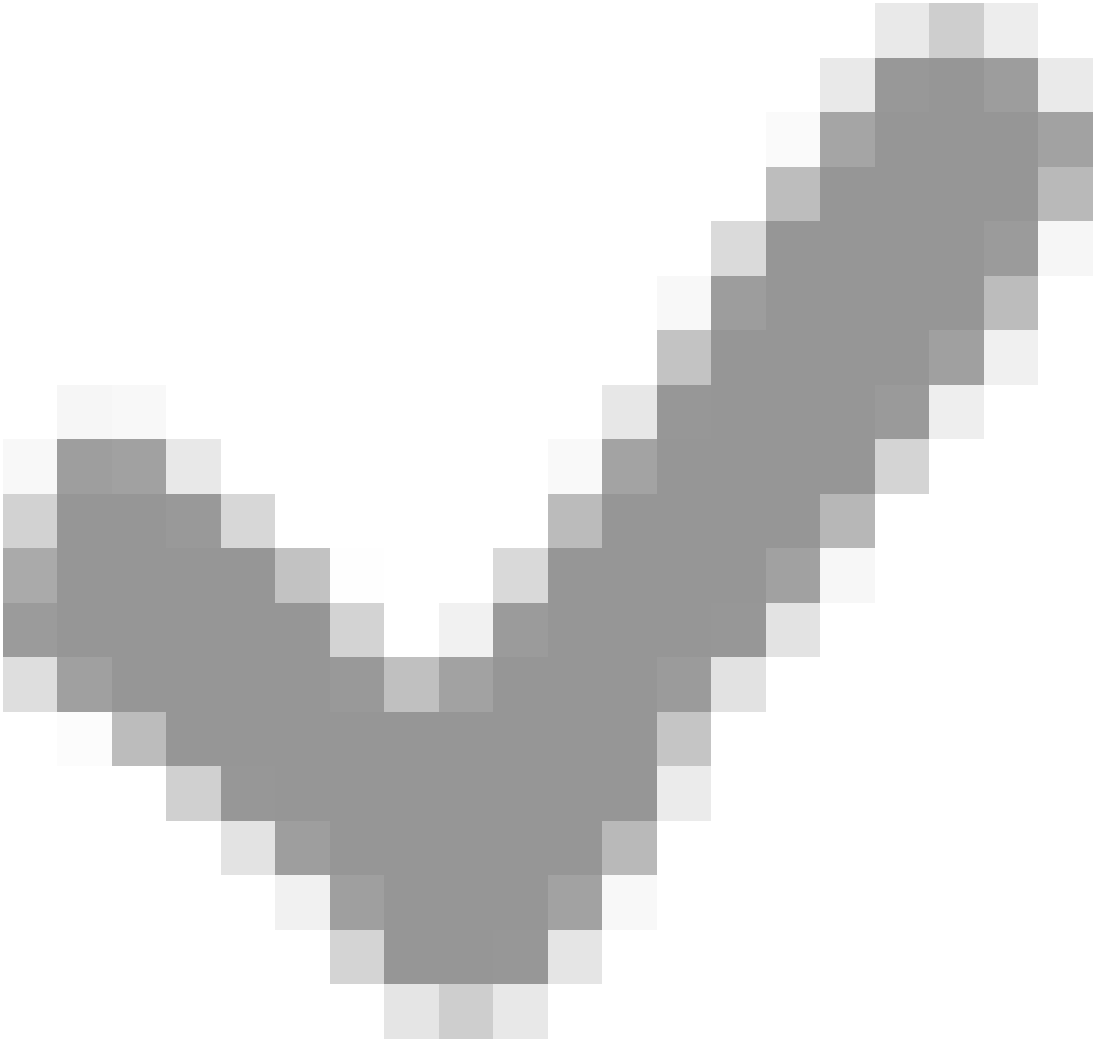
> Hot desking is not available on all servers. Contact your system administrator for more information.

Before You Begin

Your system administrator has set a hot desking key for you to use for this feature. Get the login account information from your system administrator.

Procedure

1. Press the **Hot Desking** key when the phone is idle.
2. For CP925/CP935W/CP965 phones, tap the hot desking key from the Dsskey screen.
3. *The phone prompts you to clear the account configuration or not.*
2. Select **OK**.
3. *Registration configurations of all accounts on the phone will be cleared immediately. The login wizard will be displayed.*
3. Enter the login information.
4. Select **Save** or



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Automatic Call Distribution (ACD)

Introduction

ACD is often used in offices for customer service, such as call centers.

The ACD system handles large volumes of incoming calls from callers who have no need to talk to a specific person but who require assistance from any of multiple persons at the earliest opportunity. ACD on all IP phones allows the ACD system to distribute large volumes of incoming calls to the registered ACD users.

ACD is not available by default. Check with your system administrator to find out if this feature is available on your phone.

State Indicator of ACD User

You can get the ACD user's status by viewing the line key LED and icon indicator of the ACD key. The state indicator of the ACD key varies by phone model.

Line key LED Status (not support on T48S/T48G)	Icons (T31W/ T31P/ T31G/T31 T43U/ T42U T53W/T53)	Icons (T34W/T33P/ T33G T48S/T48G/ T48U T57W/T54W/ T53C VP59/T58A/ T58W)	Icons (T46S/T46G/ T46U)	Icons (T7X/ T8X)	Description
Off					Log out
Solid green		/			Available /Log in

Solid red					Wrap up
Flash green fast	×				Unavailable

Log in to the ACD System

After logging into your ACD account, you can receive calls from the ACD system.

Before You Begin

Your system administrator has set an ACD key for you to log into the ACD system. Get your ACD account information from your system administrator.

Procedure

1. Press the **ACD** key when the phone is idle.
2. Enter your ACD account information.
3. Select **Login**.

Change ACD Status

You can press the ACD key to change your current ACD user status.

Procedure

1. Select **Available** (**Avail**)/**Unavailable** (**Unavail**).
2. *ACD user status synchronizes on both the phone and the ACD system.*
2. To log out of the ACD system, select **Logout**.

Local Directory

Manage Local Directory Groups

Introduction

You can manage the Local Directory groups when the phone is idle.

Add Contact Groups

You can add additional groups in the Local Directory to organize your contacts and make them easier to find.

Procedure

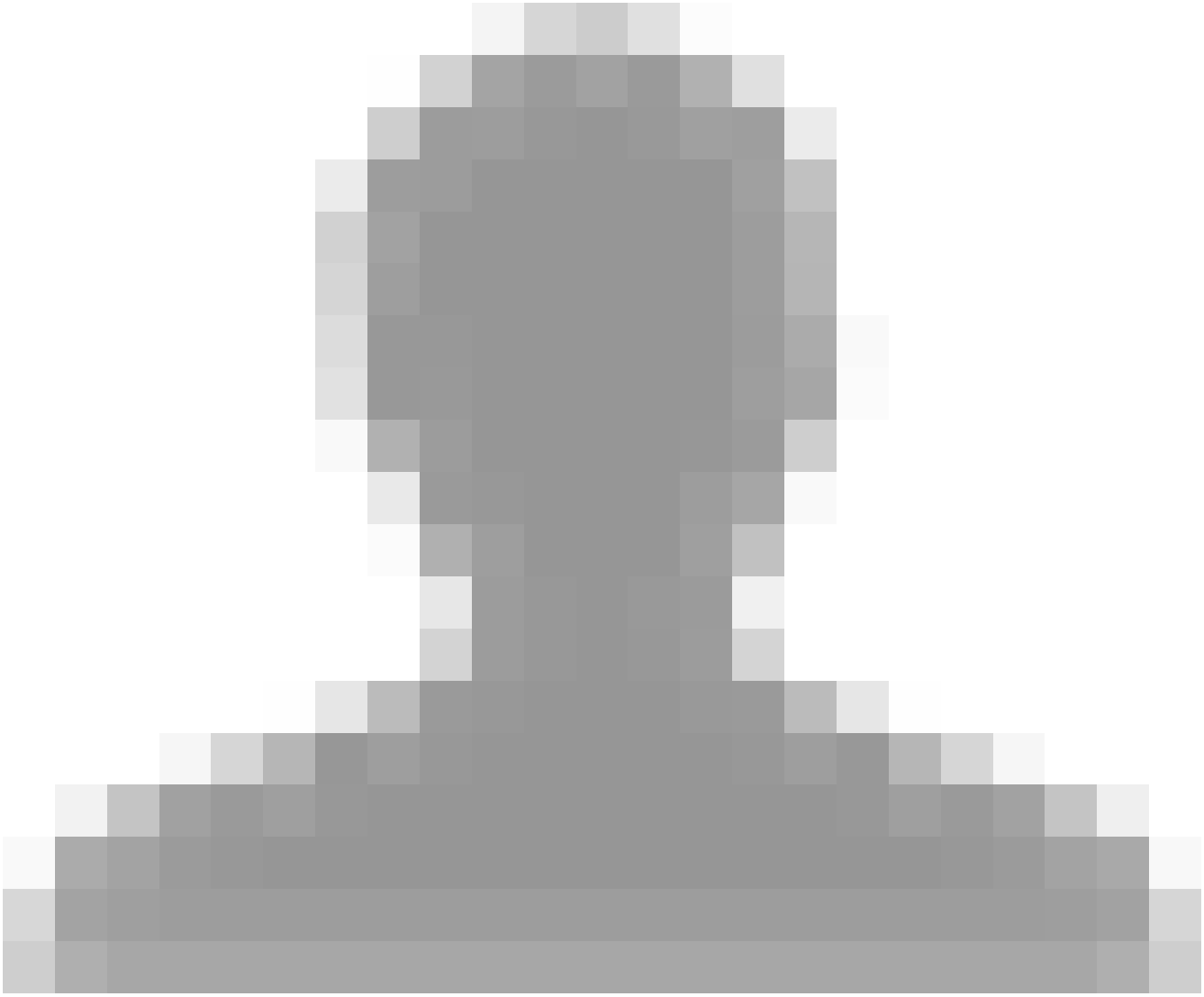
1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
     ii. Select **Add Group** (**Add Gro**).
     iii. For T48U/T48S/T48G/T57W phones, tap **Settings** > **New Group**.
   - For T77U/T85W/T87W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
     ii. Select

> **New Group**.

- For T88W (Pro)/T88V Pro phones:
  i. Go to **Contact** > **Local Directory** >

.

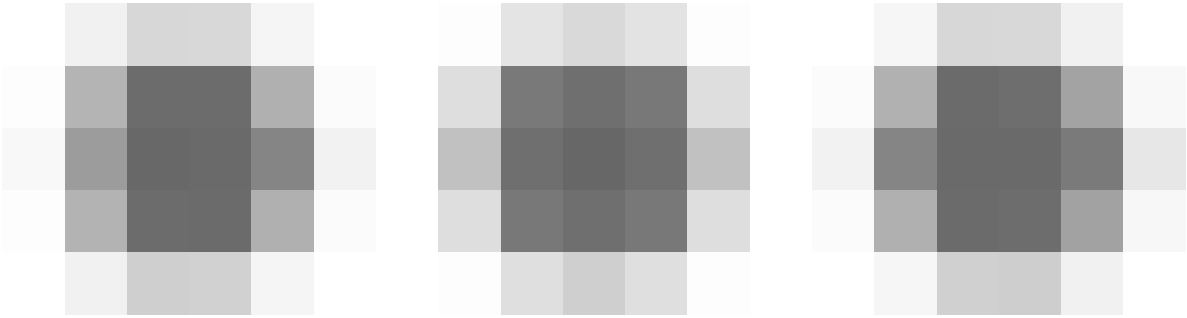
- For VP59/T58A/T58W phones:
  i. Go to



> **Settings** > **New Group**.

ii. For T58W, go to

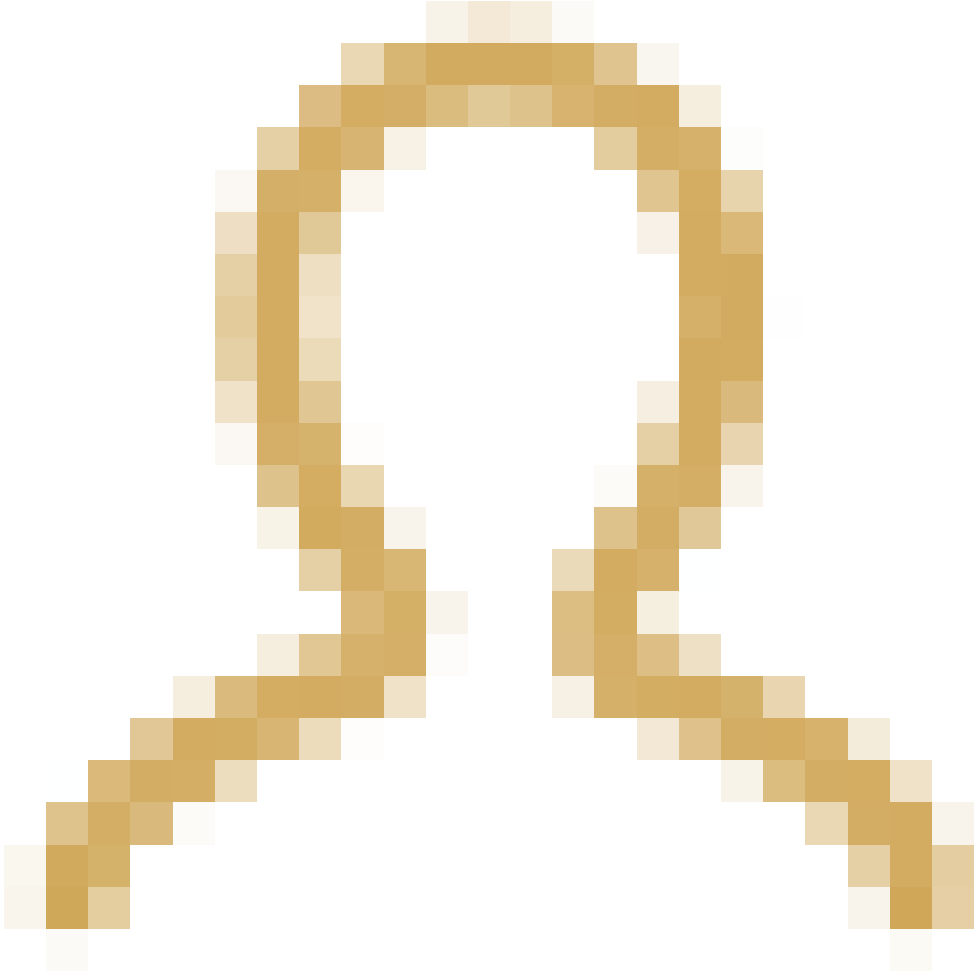
>



> **Add Group**.

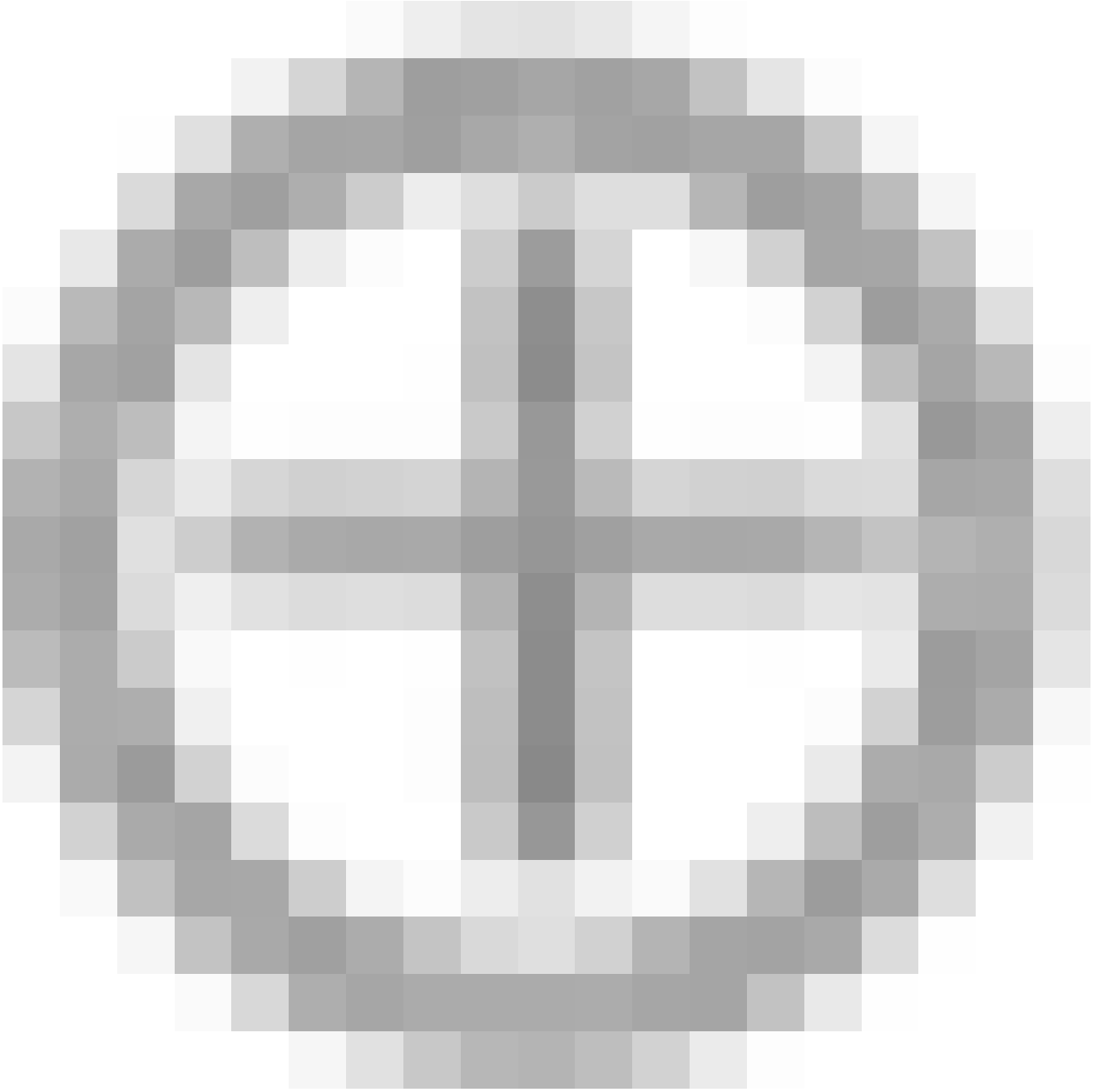
- For CP925/CP935W/CP965 phones:

  i. Go to



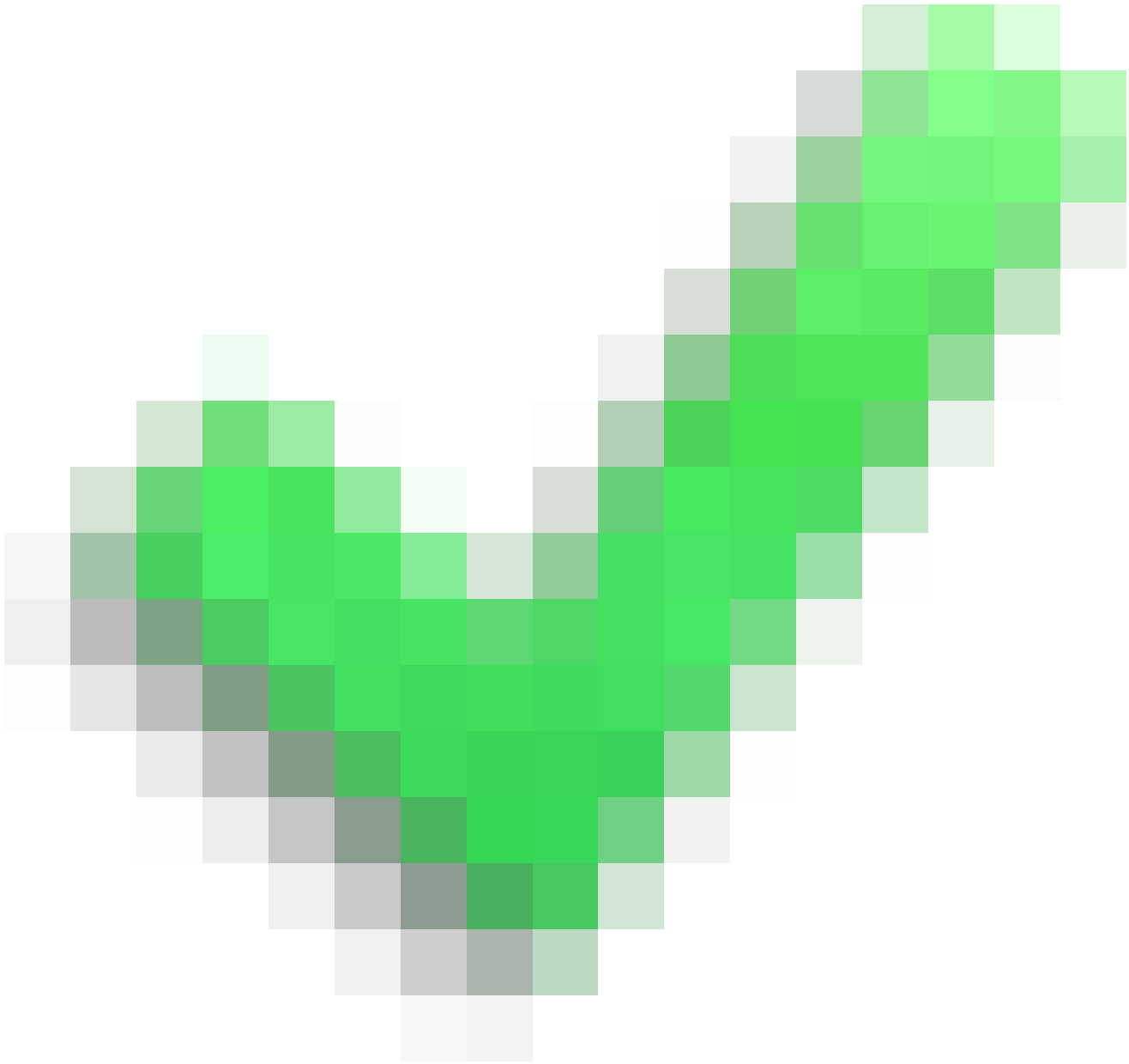
> **Local Directory**.

ii. Select



after **Custom Group**.

2. Enter the desired group name.
3. Select **Save**.
   - For T48U/T48S/T48G/T57W phones, tap



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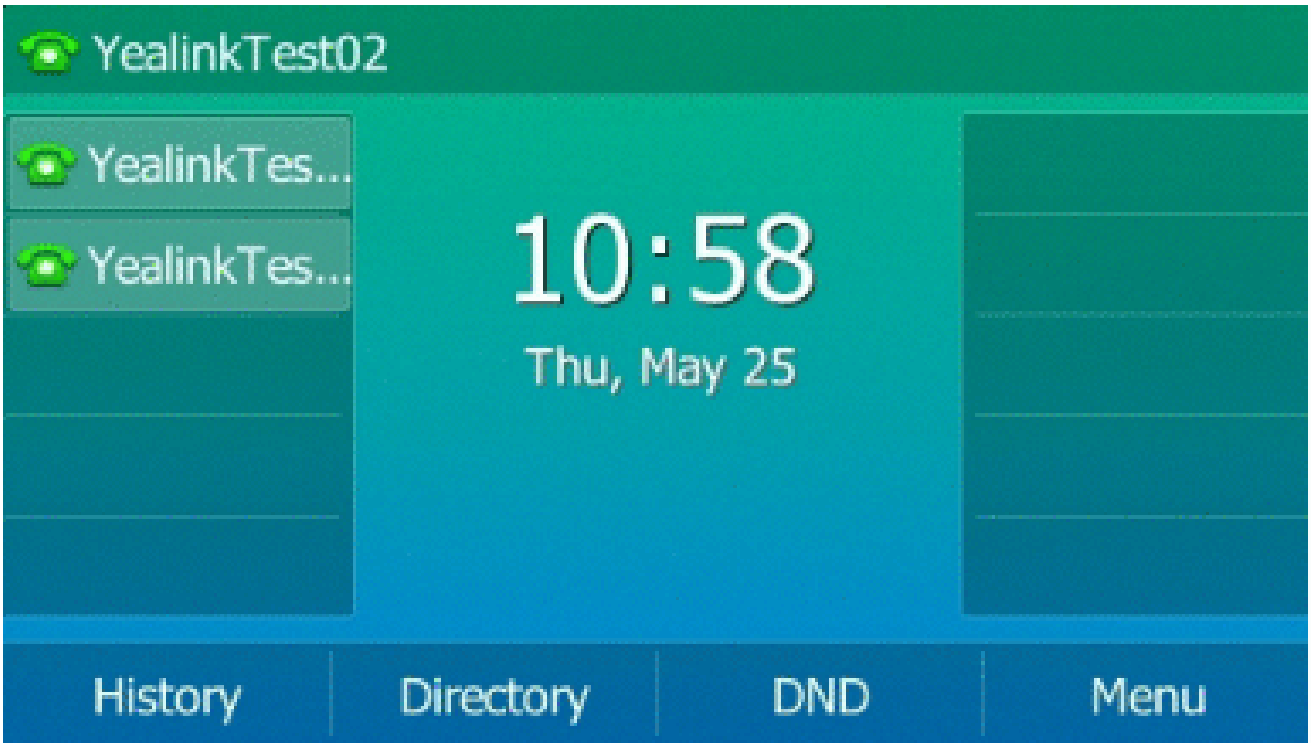
- For T43U/T42U/T42S/T42G/T41S/T41P/T40P/T40G phones, press **Add**.
- For T7X/T8X, select **OK**.

The following takes T54W for example.

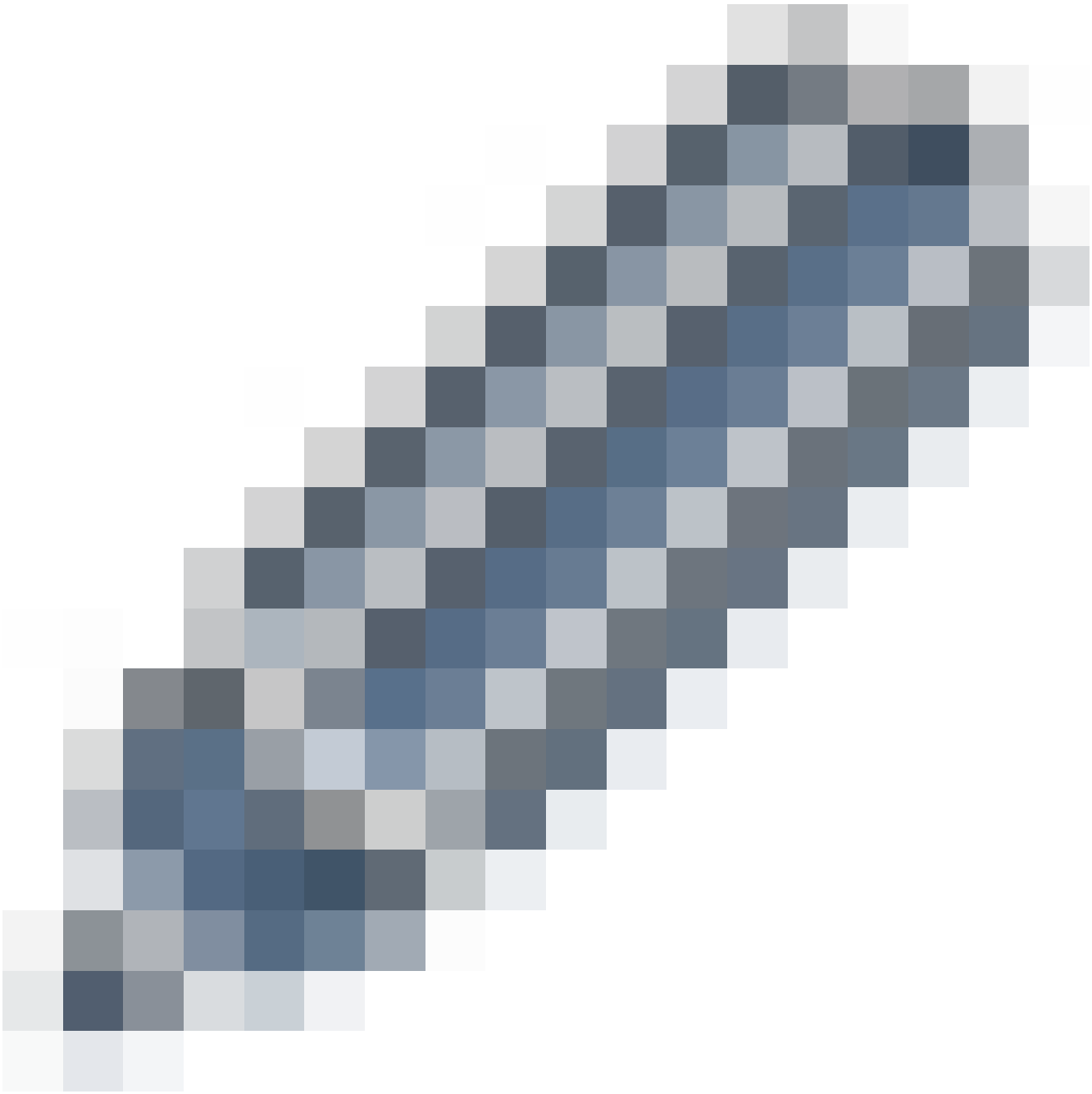


Edit Contact Groups

You can change or add the group's information.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
     ii. Select the desired group.
     iii. For T48U/T48S/T48G/T57W phones, select **Settings** to select the desired group.
     iii. Select **Option** > **Detail**.
     iv. For T48U/T48S/T48G/T57W phones, select

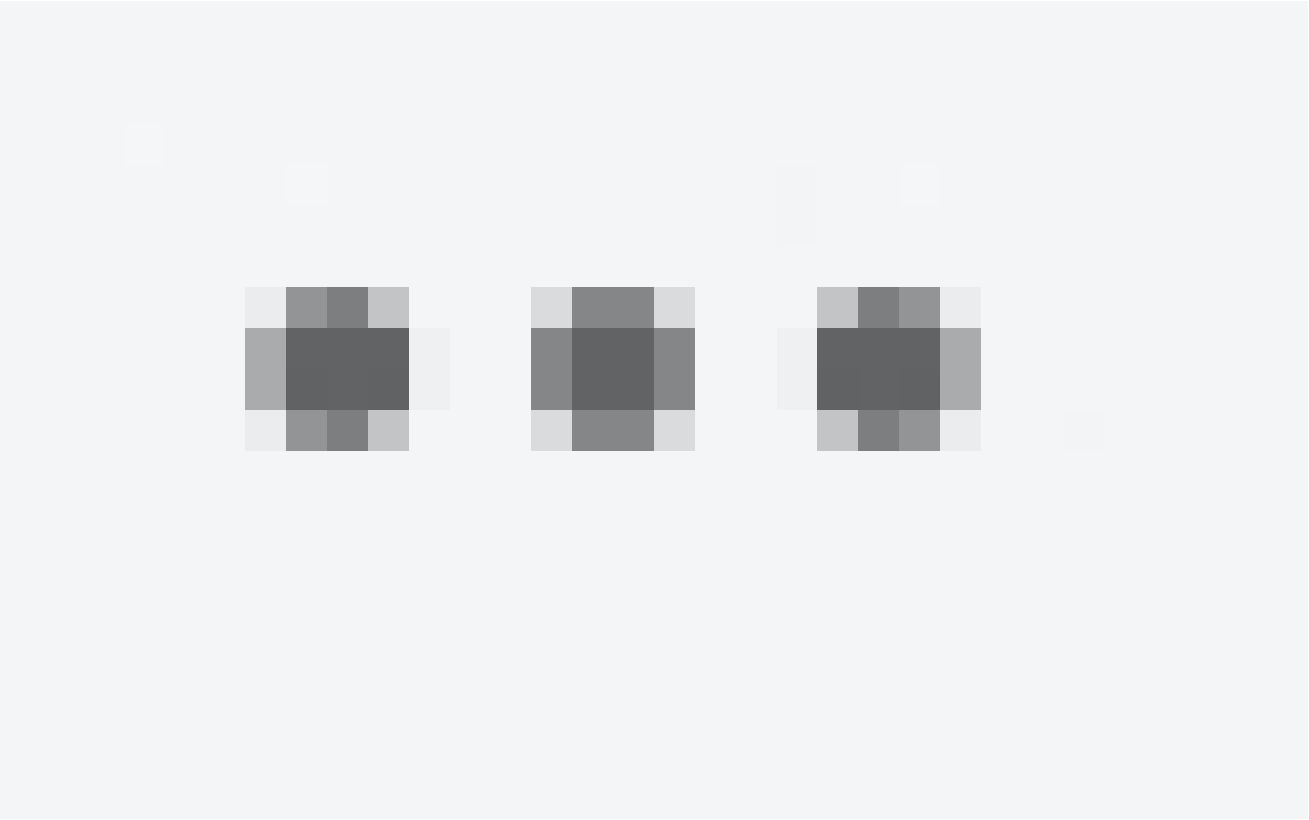


after the desired group.

- For T77U/T85W/T87W phones:
  i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
  ii. Select

.

iii. Select the desired group and then select



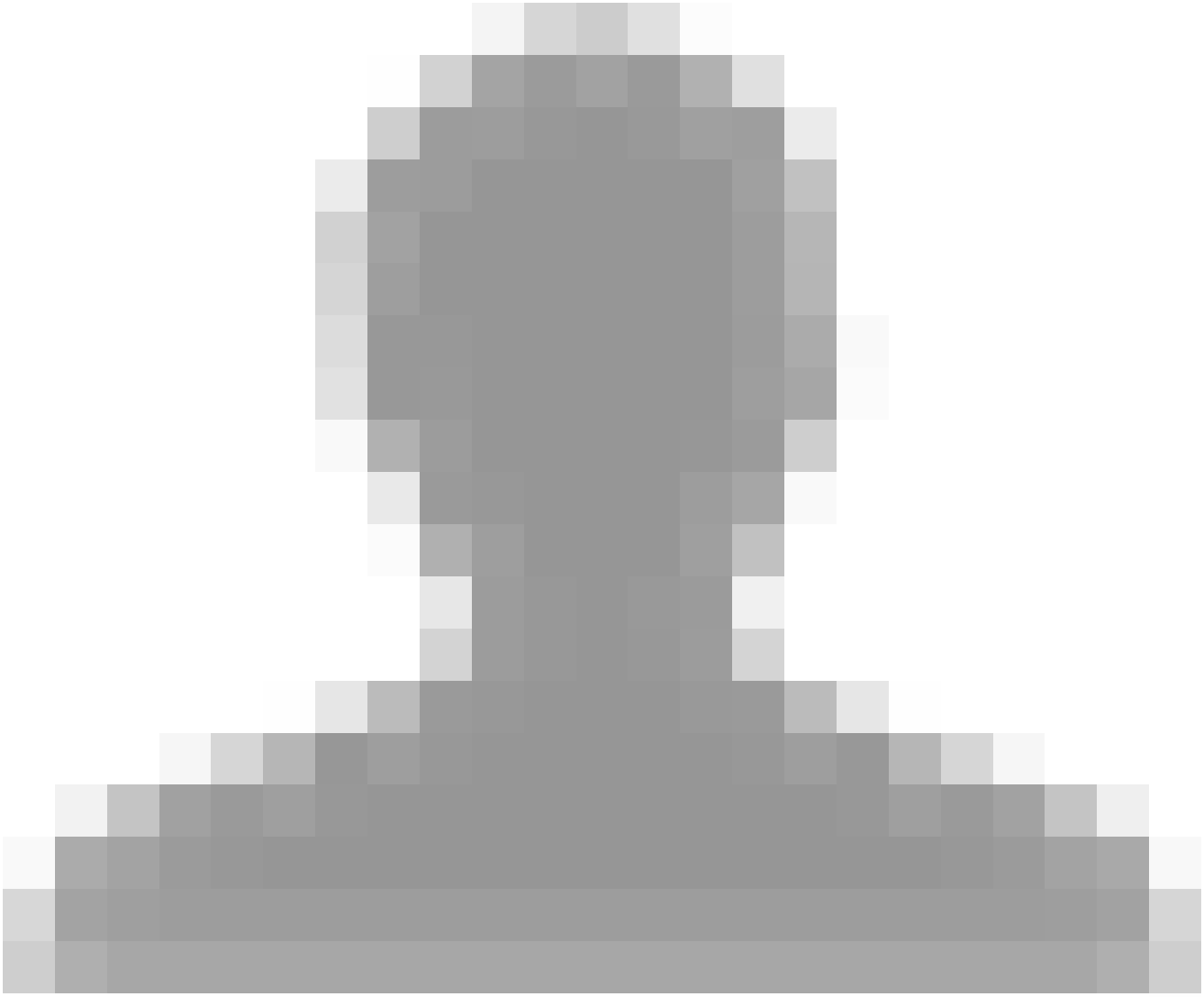
.

- For T88W (Pro)/T88V Pro phones:
  i. Go to **Contact** > **Local Directory**.
  ii. Select the desired group.
  iii. Select

.

- For VP59/T58A/T58W phones:
  i. Go to

/

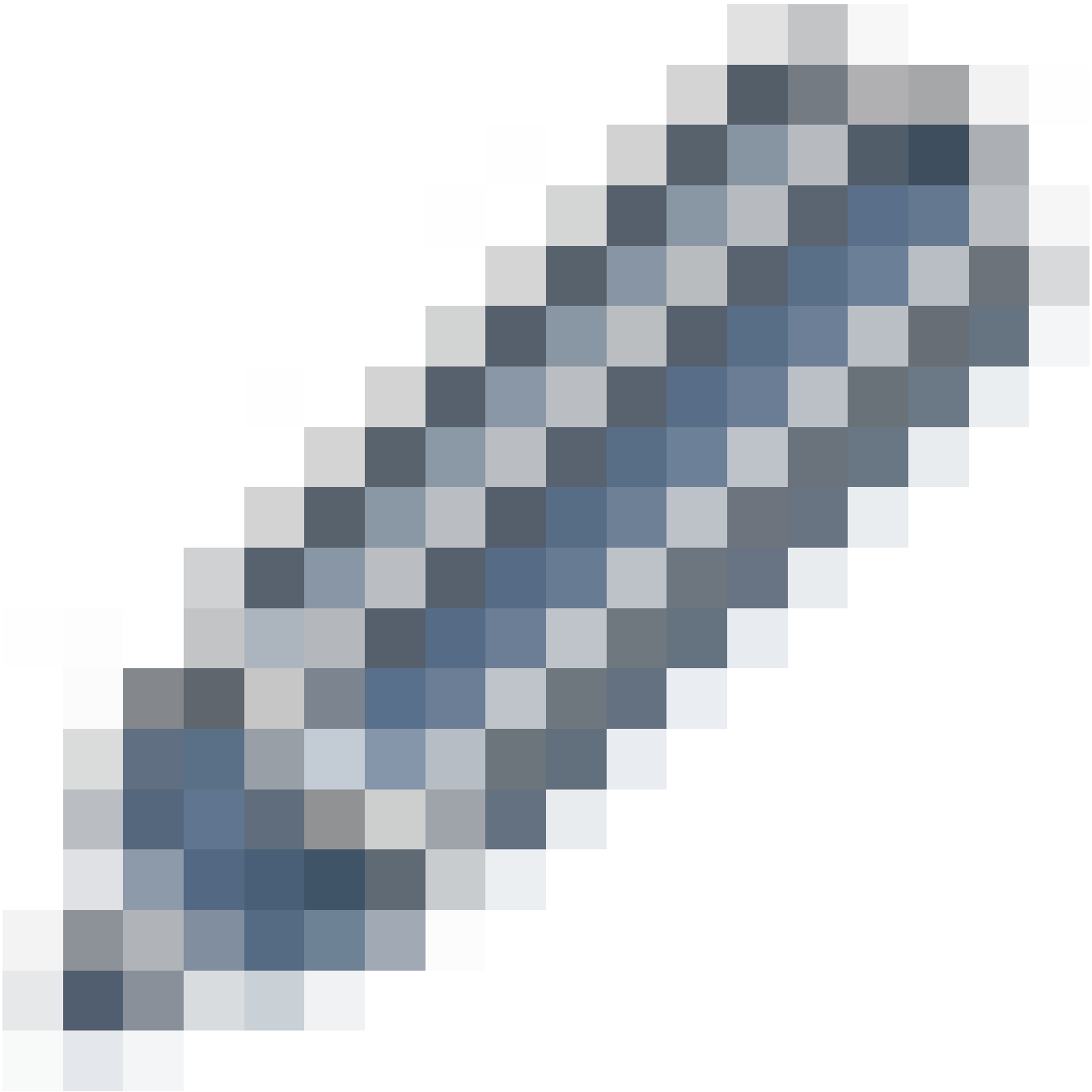


> **Settings**.

ii. For T58W, go to

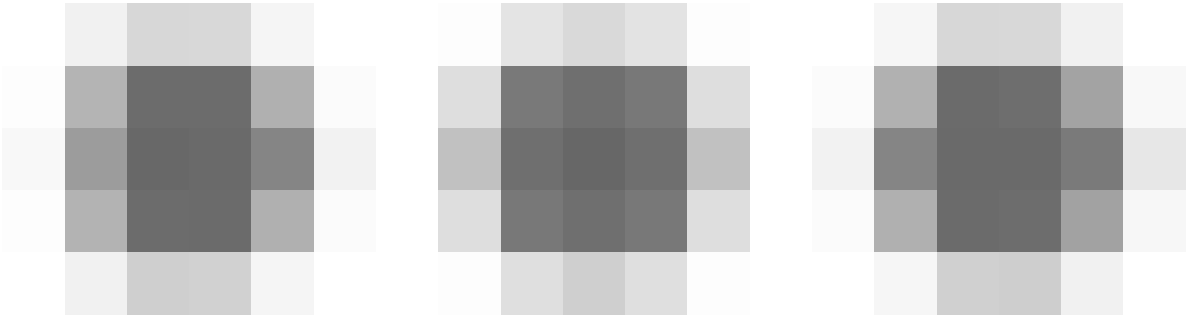
.

ii. Select



after the desired group.

iii. For T58W, select

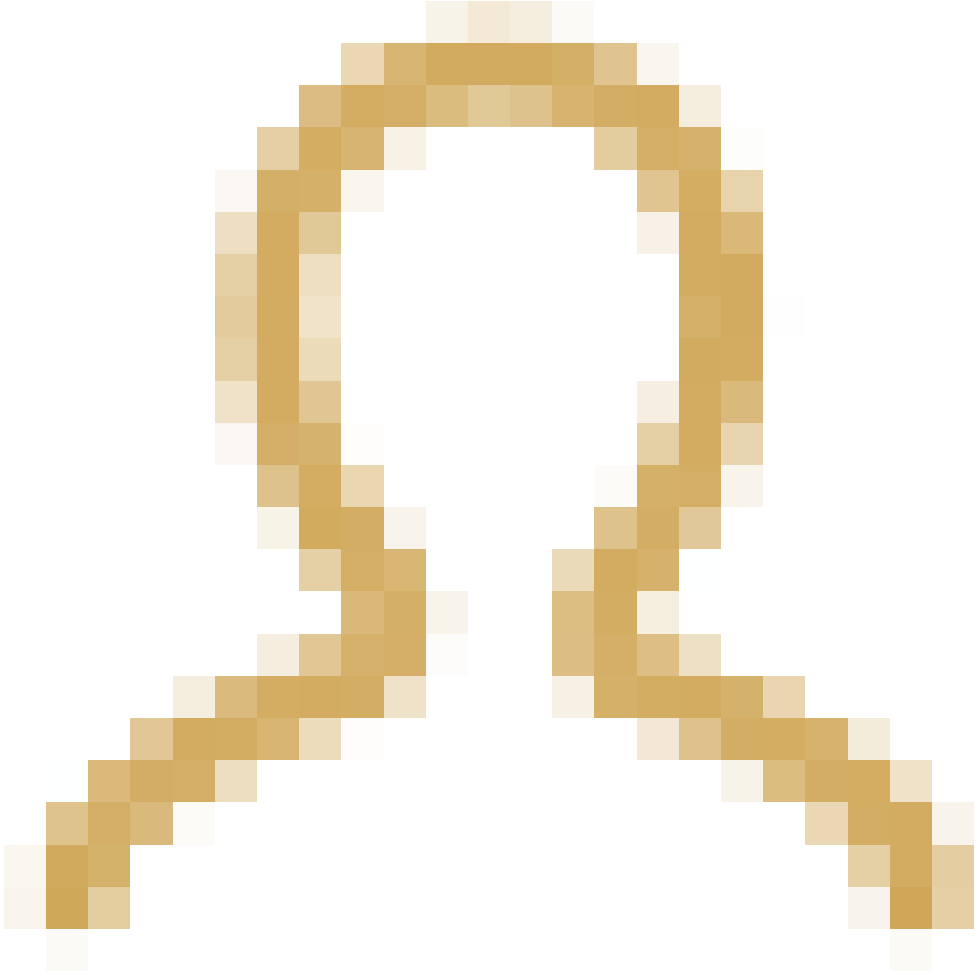


after the desired group and then select **Rename**.

iii. Edit the group name.

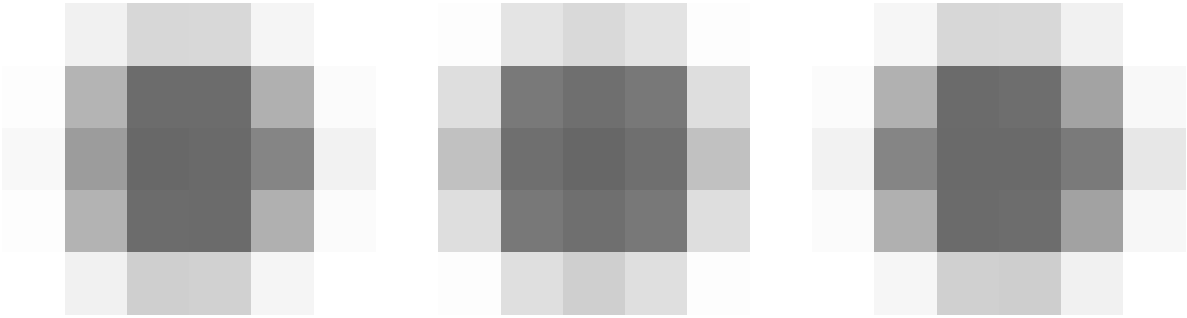
- For CP925/CP935W/CP965 phones:

  i. Go to



> **Local Directory**.

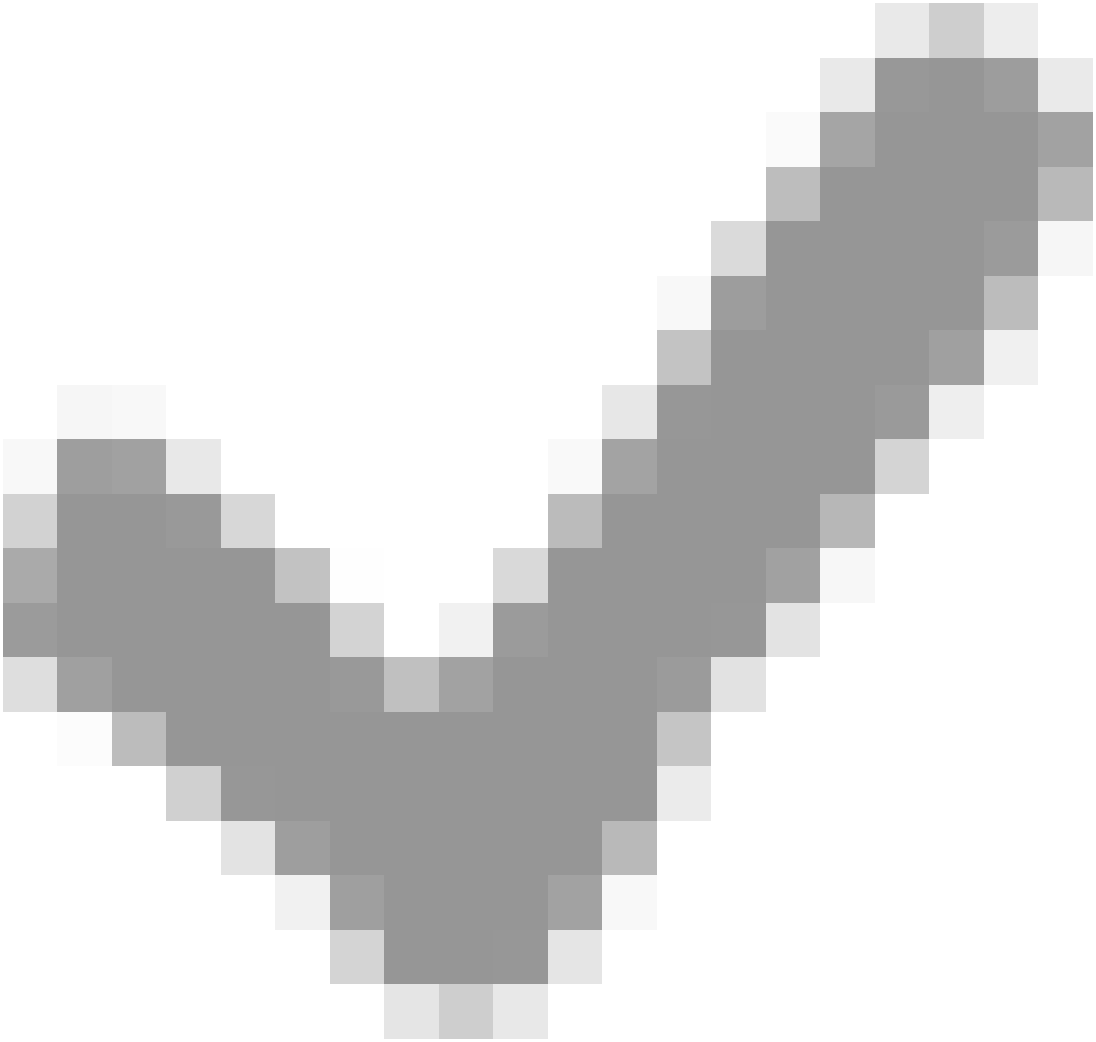
ii. Select



after the desired group and then select **Rename**.

iii. Edit the group name.

2. Select **OK** or



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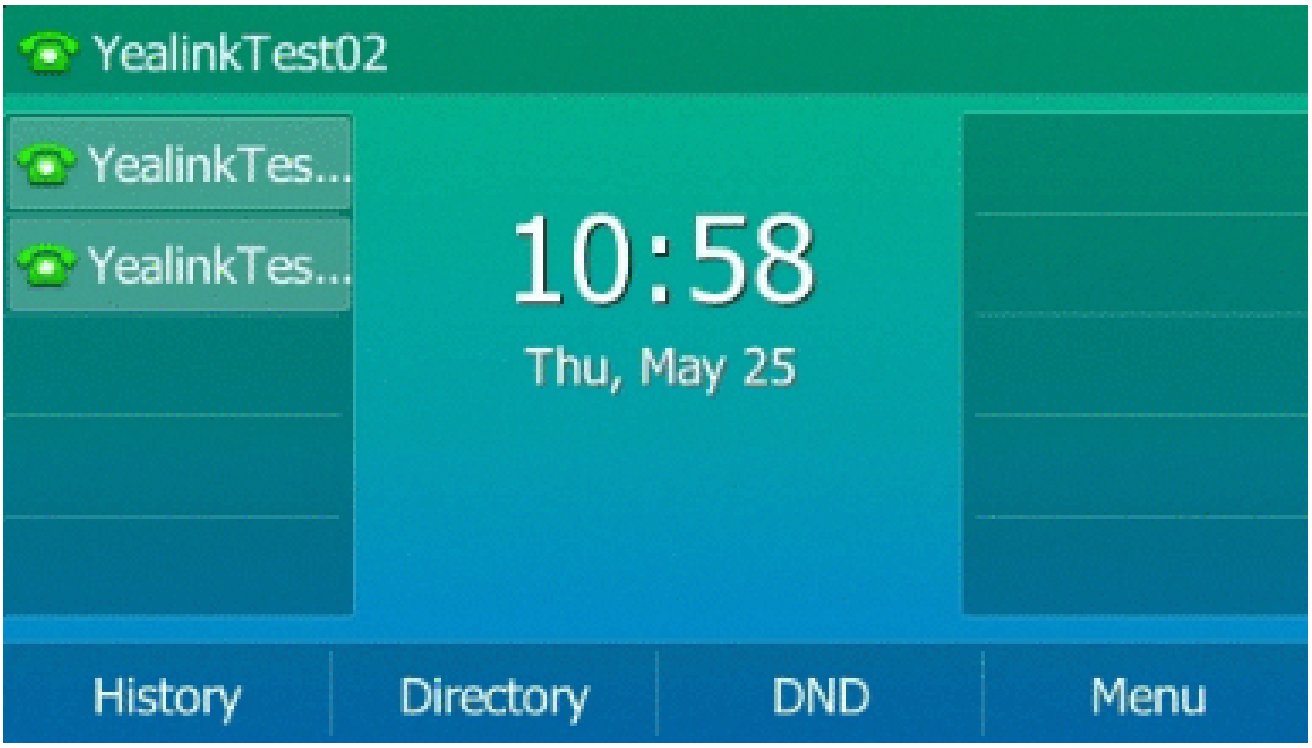
The following takes T54W for example.

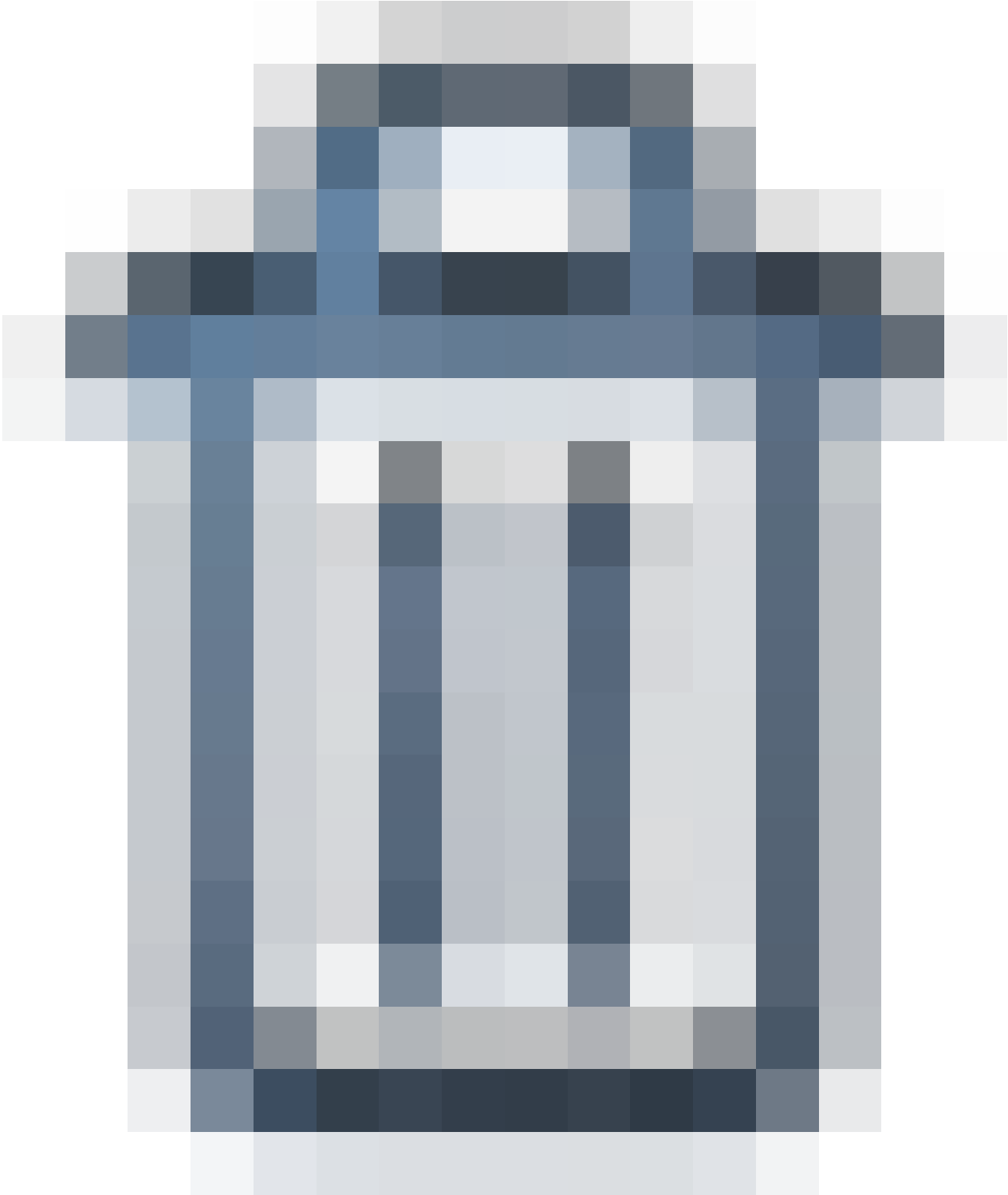


Delete Contact Groups

When you delete a contact group, the contacts in the group will not be deleted. You can view the contacts in **All Contacts** list.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
     ii. Select the desired group.
     iii. For T48U/T48S/T48G/T57W phones, select **Settings** to select the desired group.
     iii. Select **Option** > **Detail**.
     iv. For T48U/T48S/T48G/T57W phones, select



after the desired group.

v. *The phone prompts you to delete the group or not.*

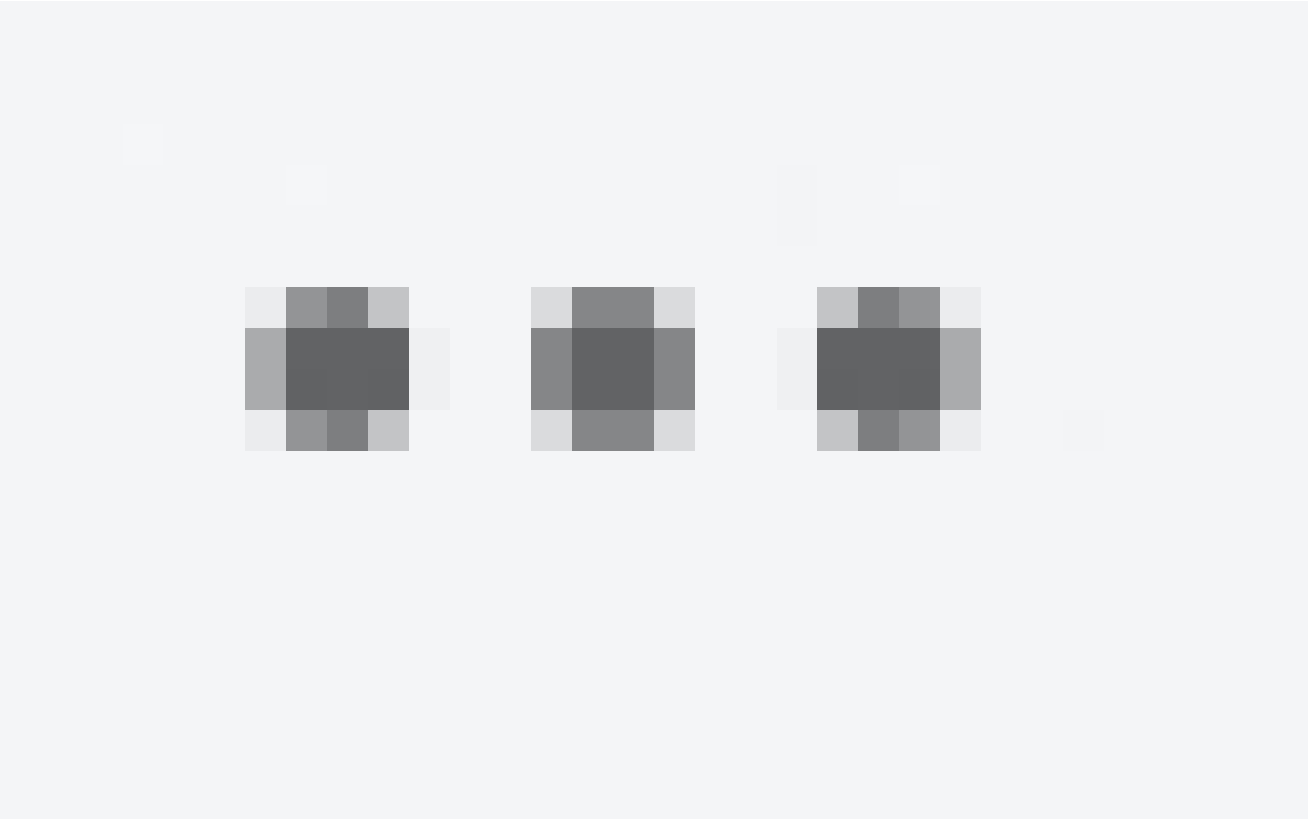
- For T77U/T85W/T87W phones:

  i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.

  ii. Select

.

iii. Select the desired group and then select



> **Delete**.

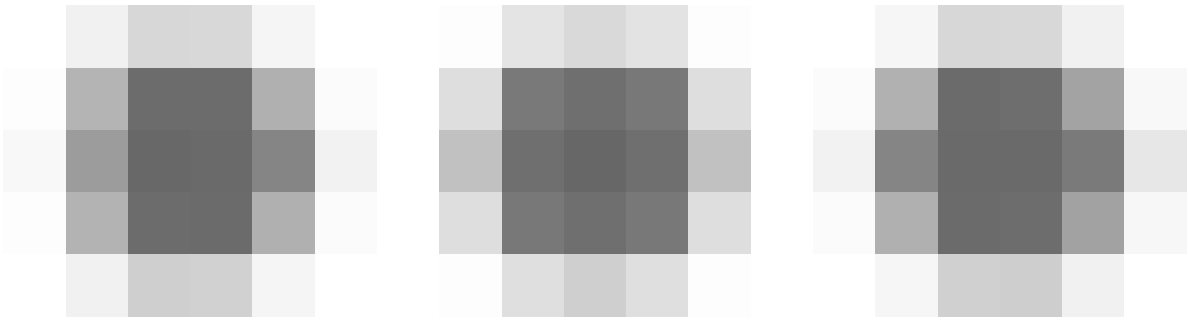
The phone prompts you to delete the group or not.

- For T88W (Pro)/T88V Pro phones:
  i. Go to **Contact** > **Local Directory**.
  ii. Select the desired group.
  iii. Select

> **Delete**.

The phone prompts you to delete the group or not.

- For VP59/T58A/T58W phones:
- For T58W, select

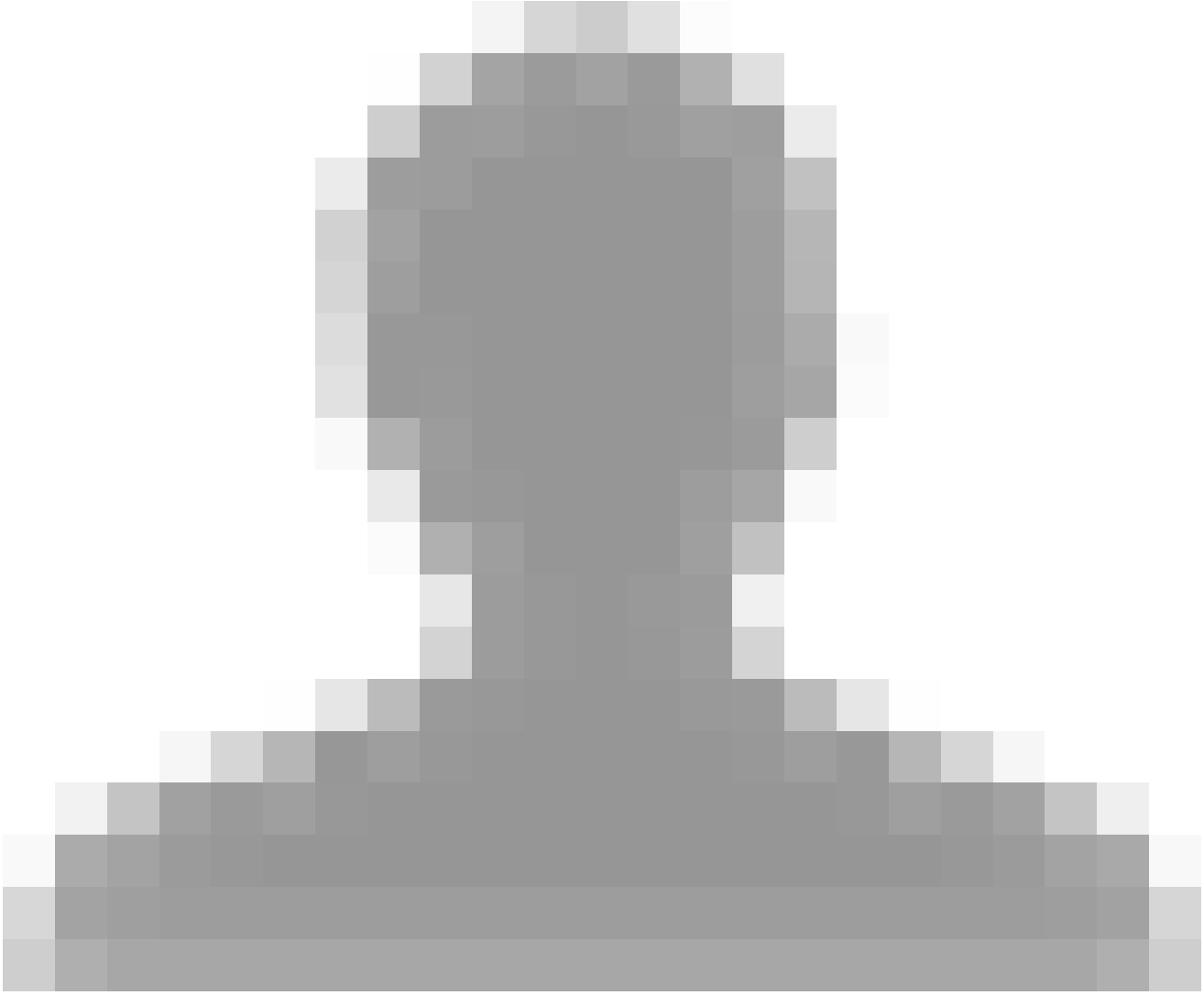


after the desired group and then select **Delete**.

- *The phone prompts you to delete the group or not.*

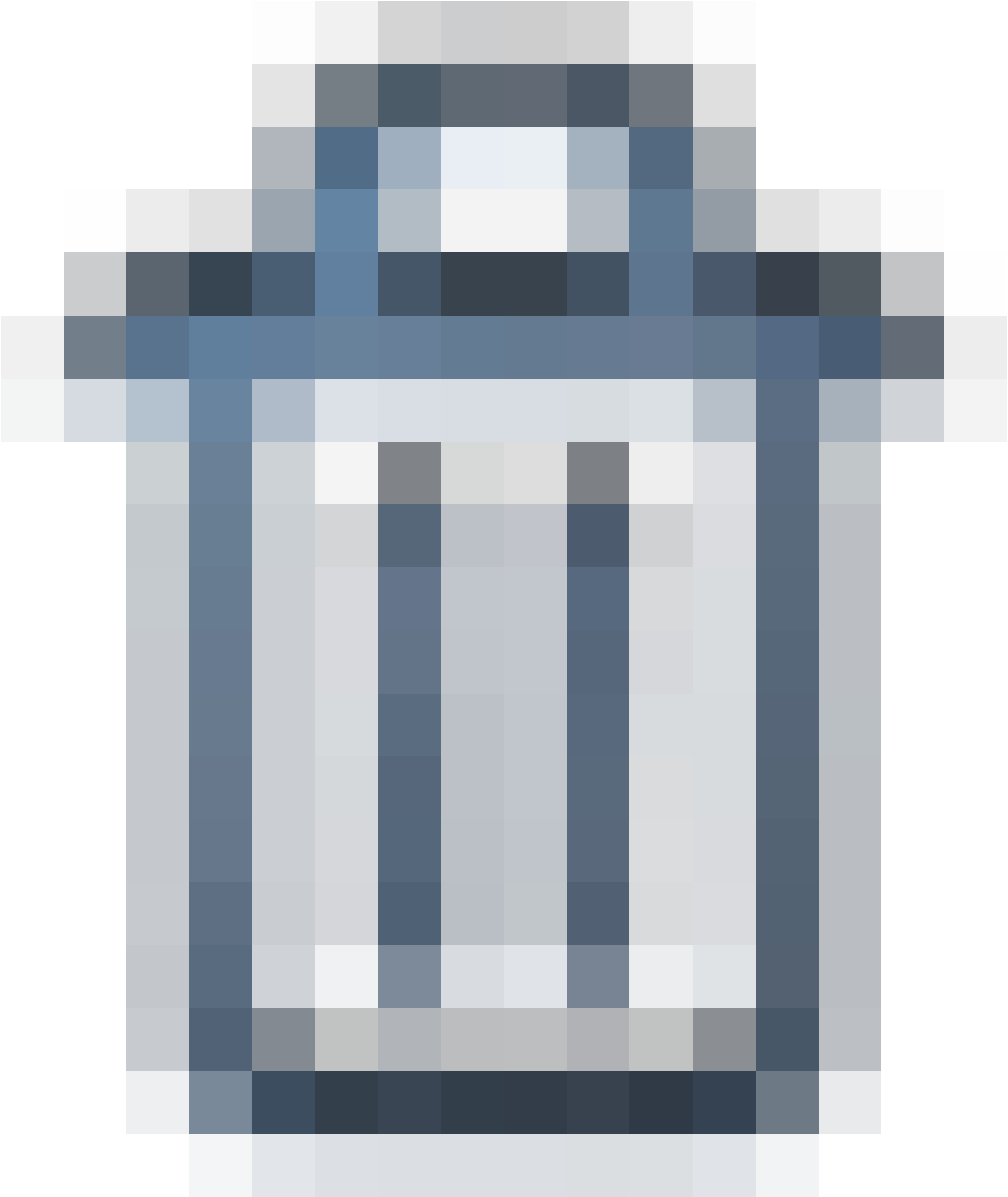
  i. Go to

/



> **Settings**.

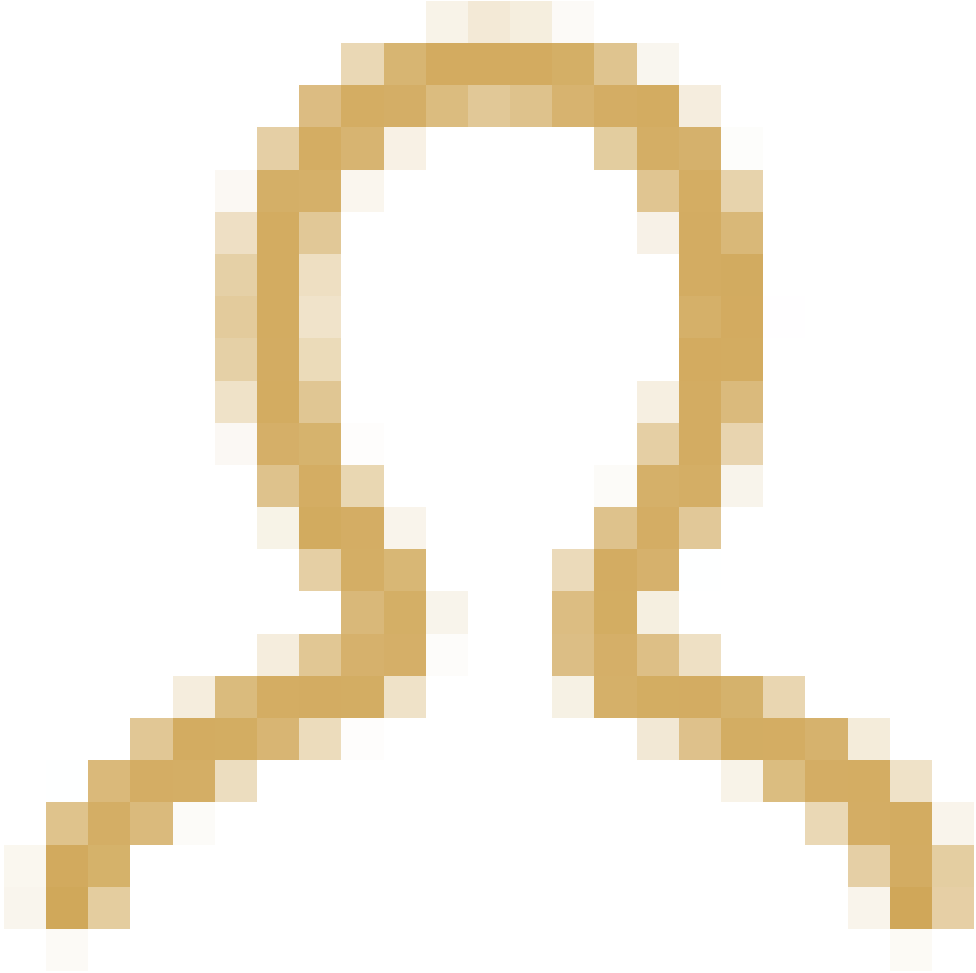
ii. Select



after the desired group.

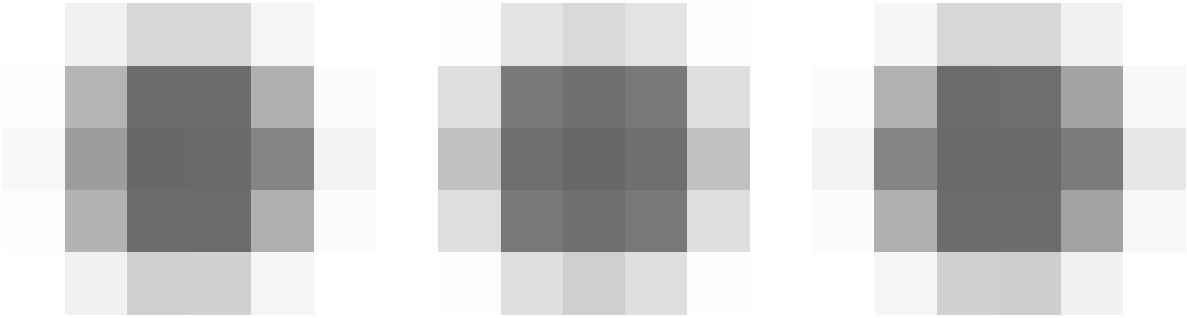
- For CP925/CP935W/CP965 phones:
- *The phone prompts you to delete the group or not.*

  i. Go to



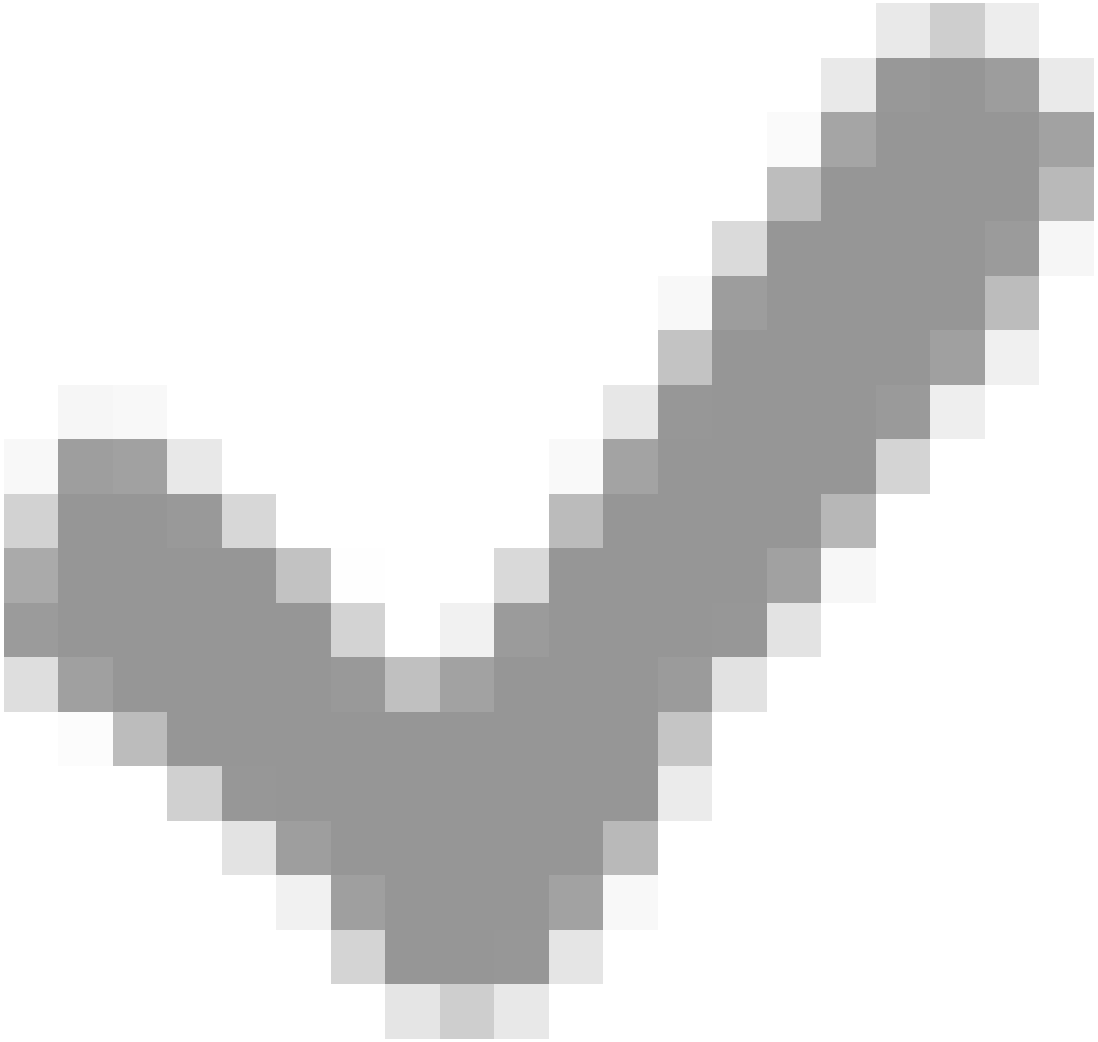
> **Local Directory**.

ii. Select



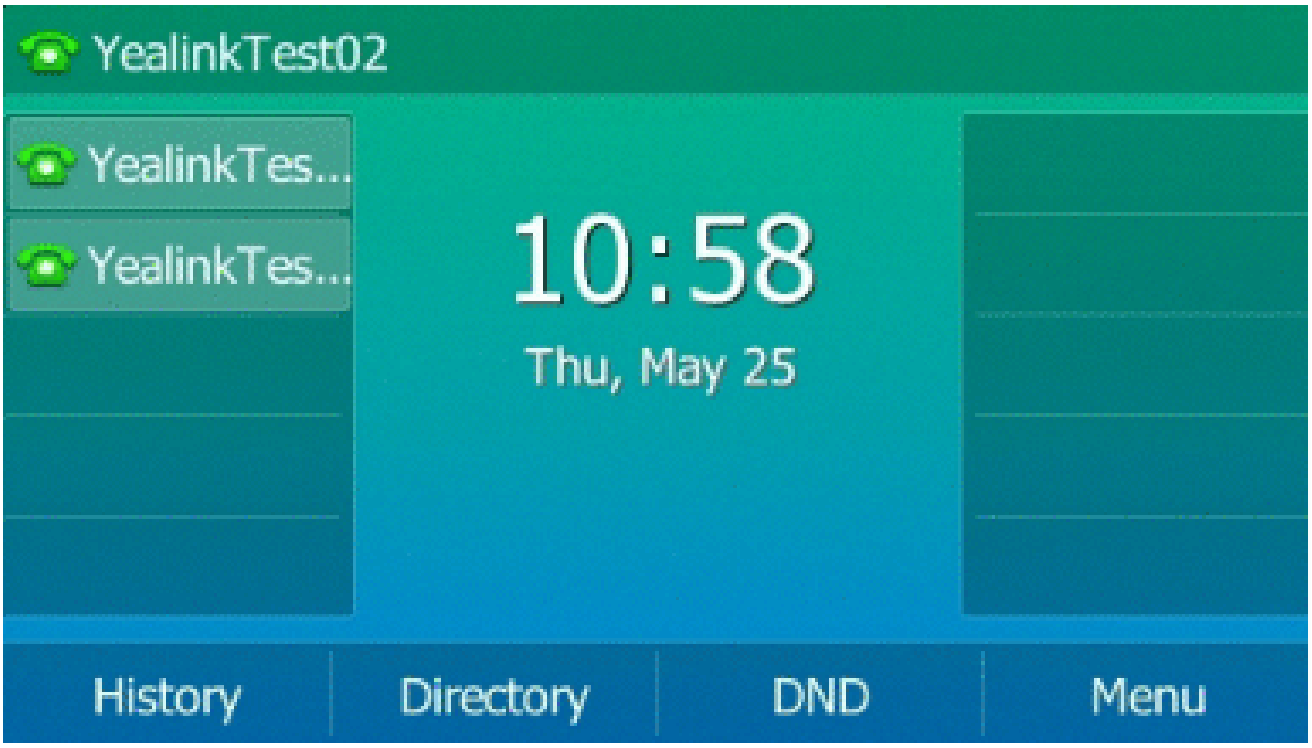
after the desired group and then select **Delete**.

iii. Select **OK** or



.

The following takes T54W for example.



Manage Local Directory Contacts

Introduction

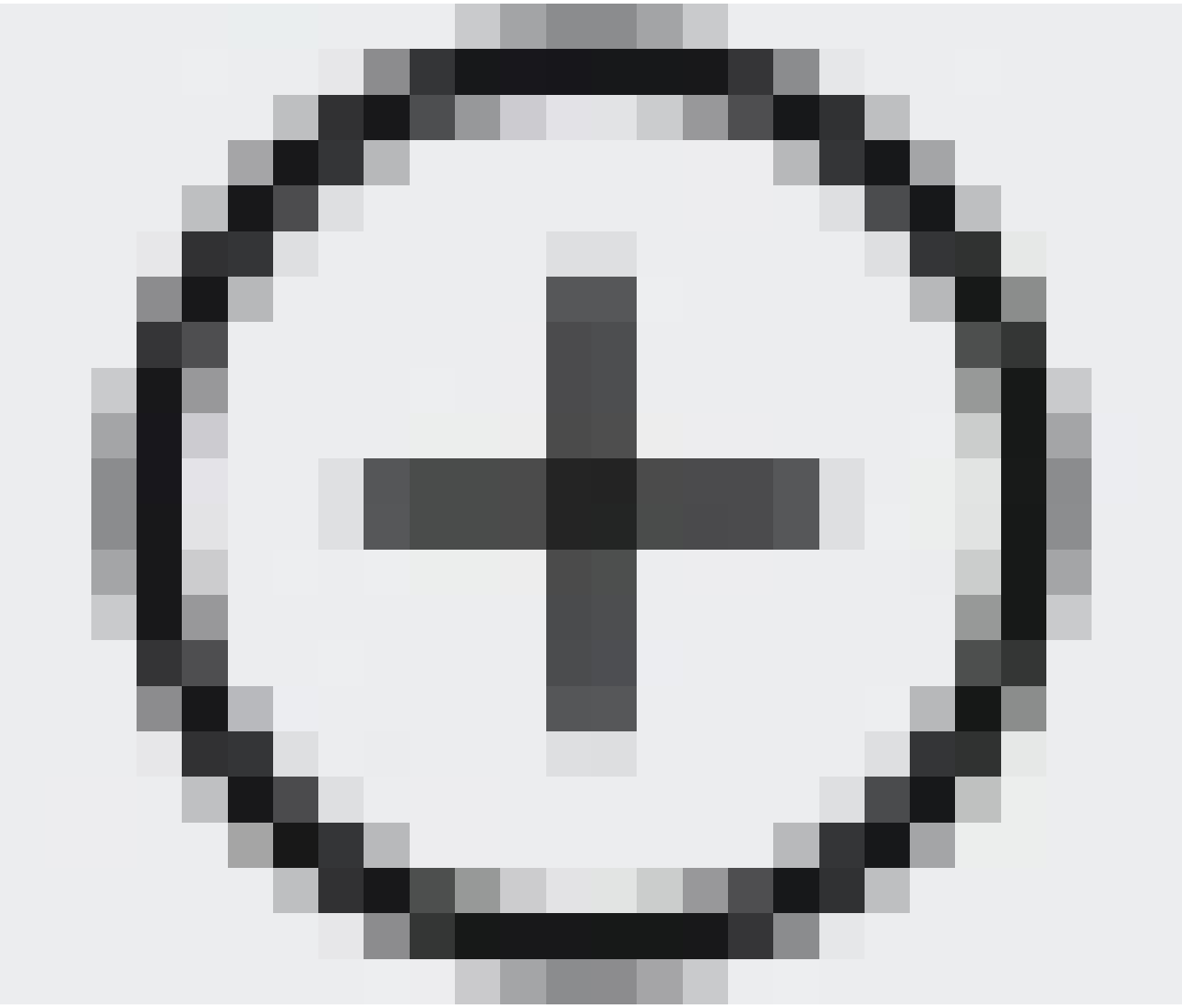
You can manage the Local Directory contacts when the phone is idle.

Add Contacts

When you add a contact to your Local Directory, you can choose how much information you want to enter for your contact. You are required to enter a contact name at least for each new contact.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
     ii. Select the desired contact group or **All Contacts**.
     iii. Select **Add**/



.

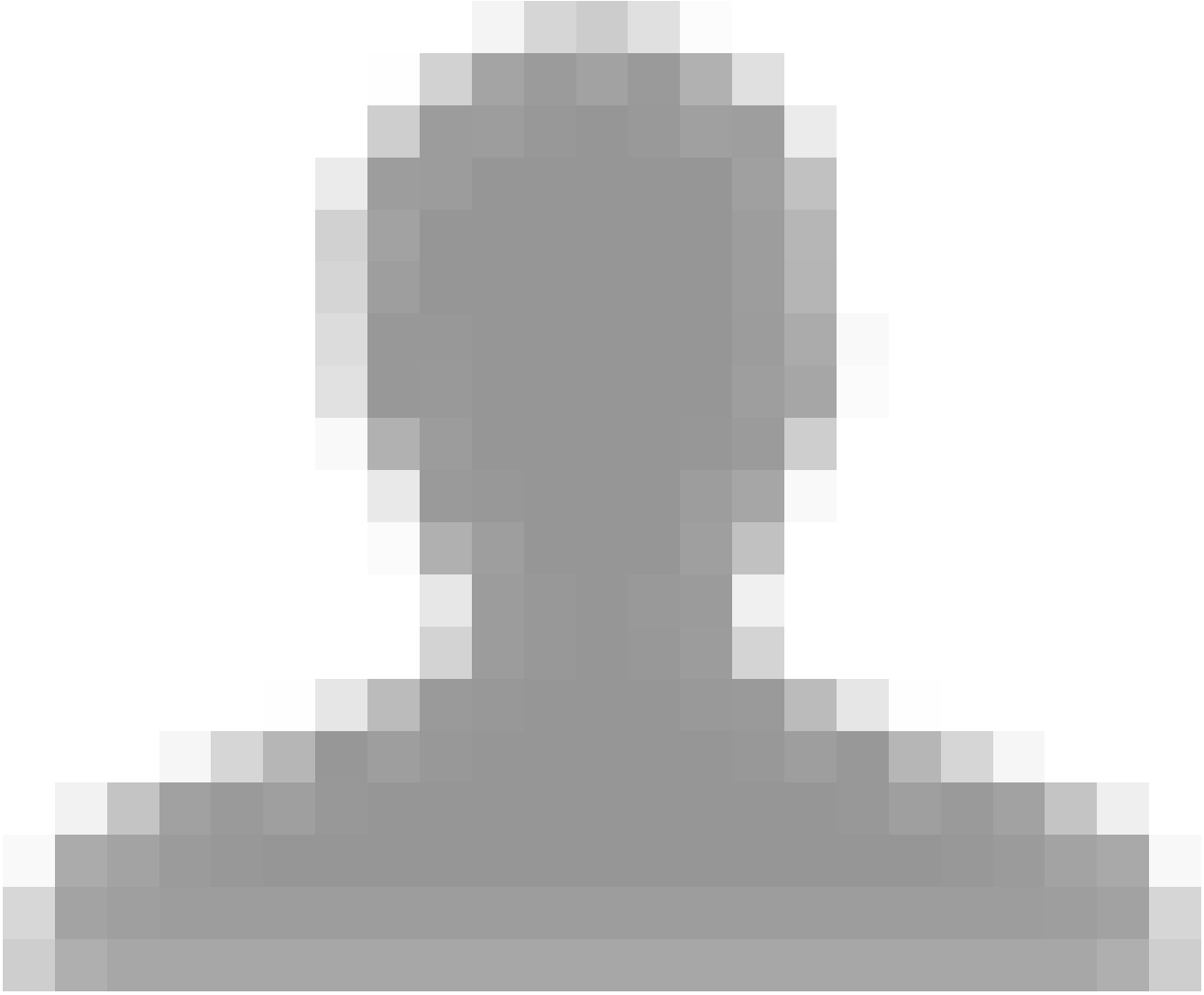
- For T77U/T85W/T87W phones:
  i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
  ii. Select the desired contact group or **All Contacts**.
  iii. Select

.

- For T88W (Pro)/T88V Pro phones:
  i. Go to **Contact** > **Local Directory**.
  ii. Select the desired contact group or **Local Directory**.
  iii. Select

.

- For VP59/T58A/T58W phones:
  i. Go to

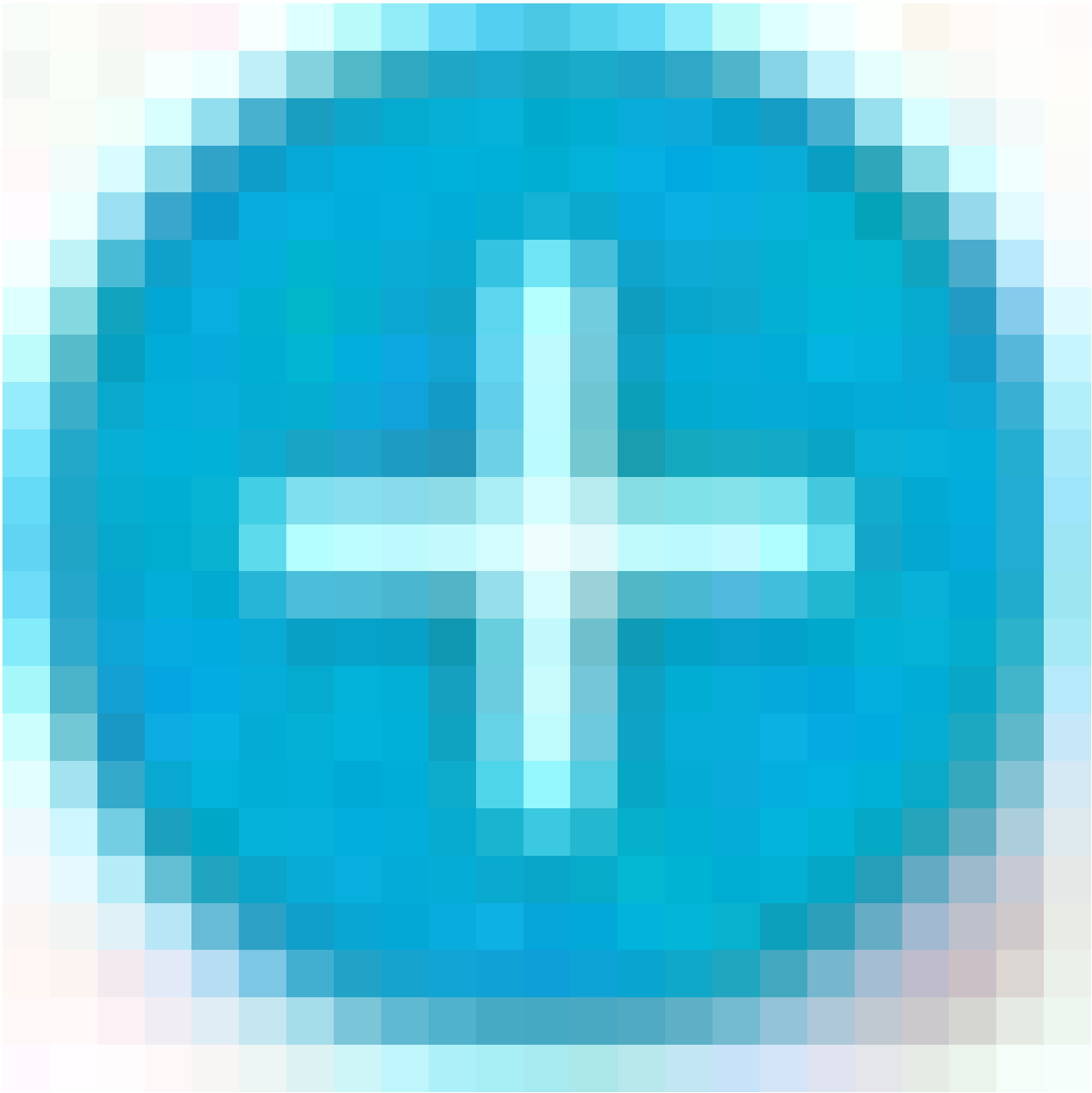


/

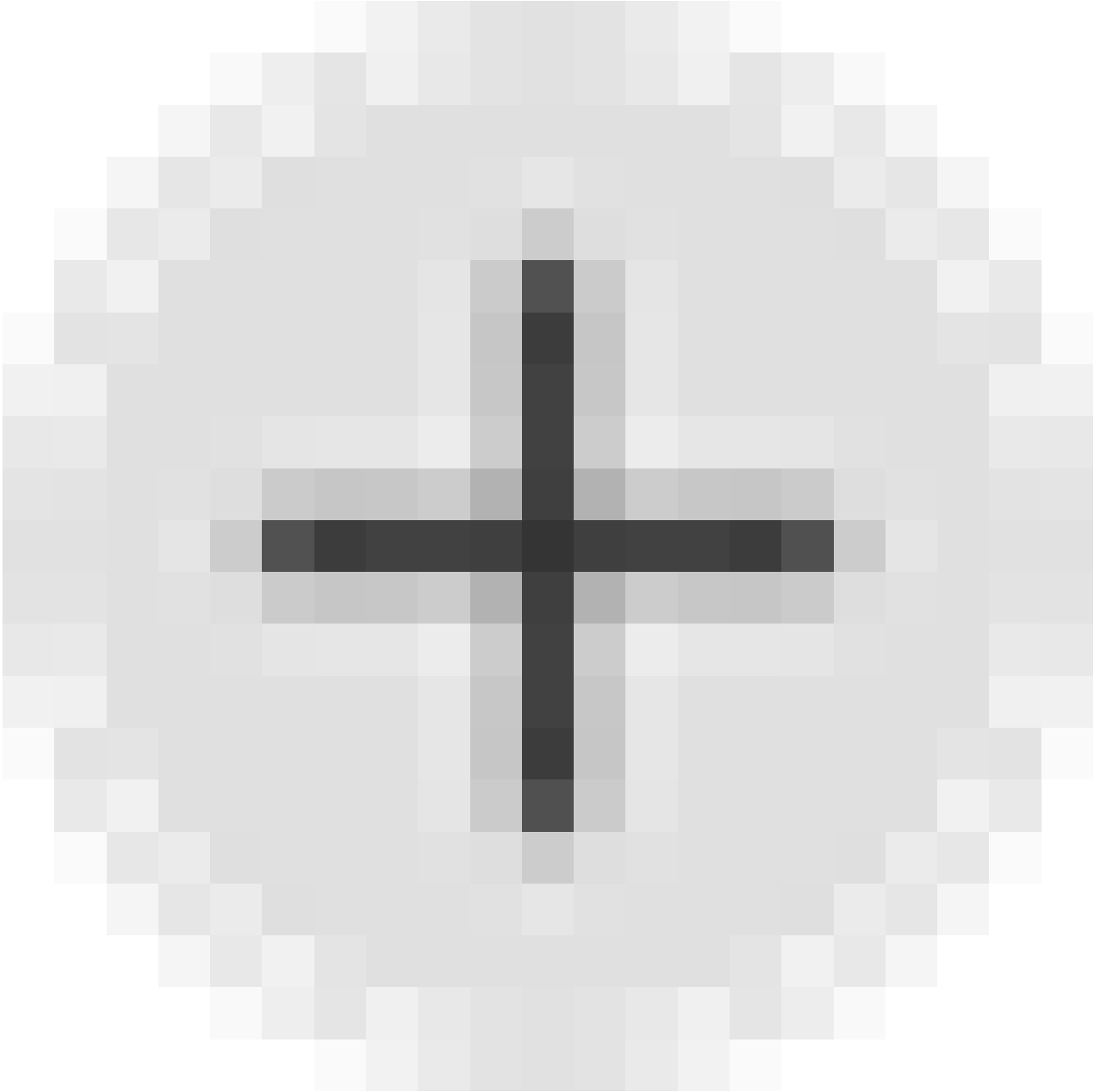
.

ii. If you want to add a contact to the specified contact group, select the contact group first.

iii. Select

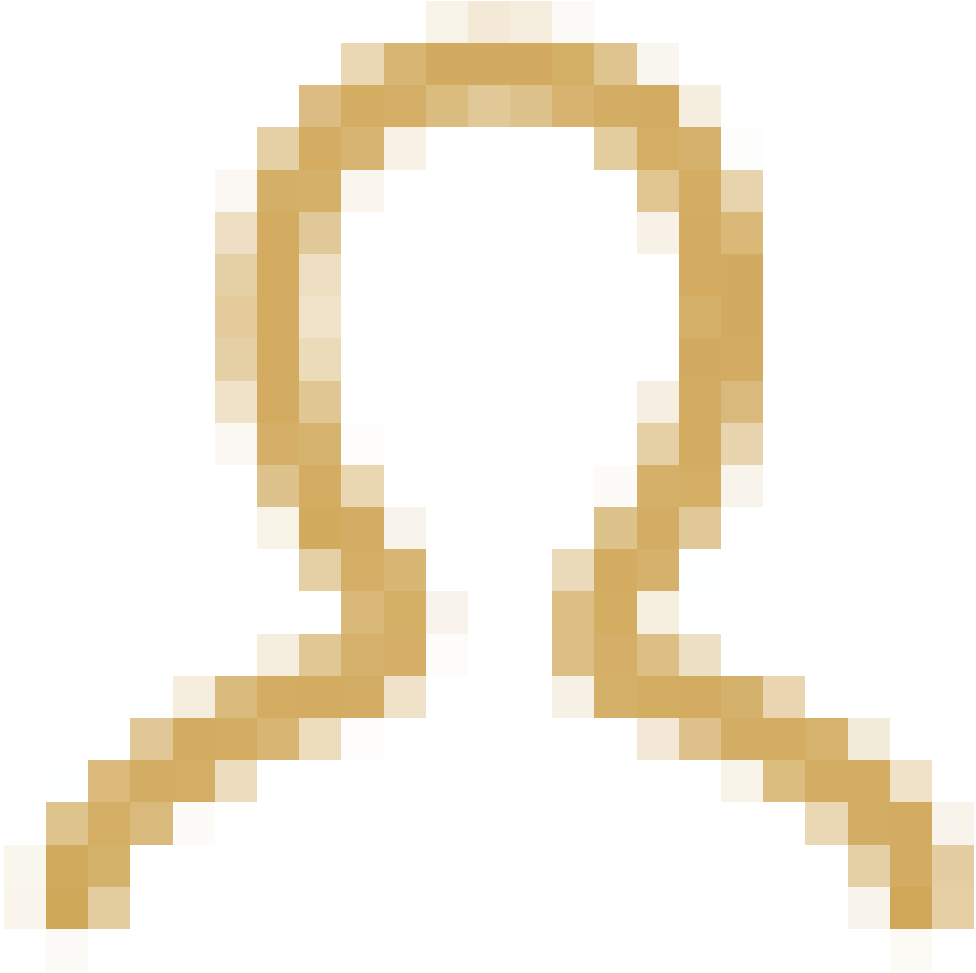


/



.

- For CP925/CP935W/CP965 phones:
  i. Go to

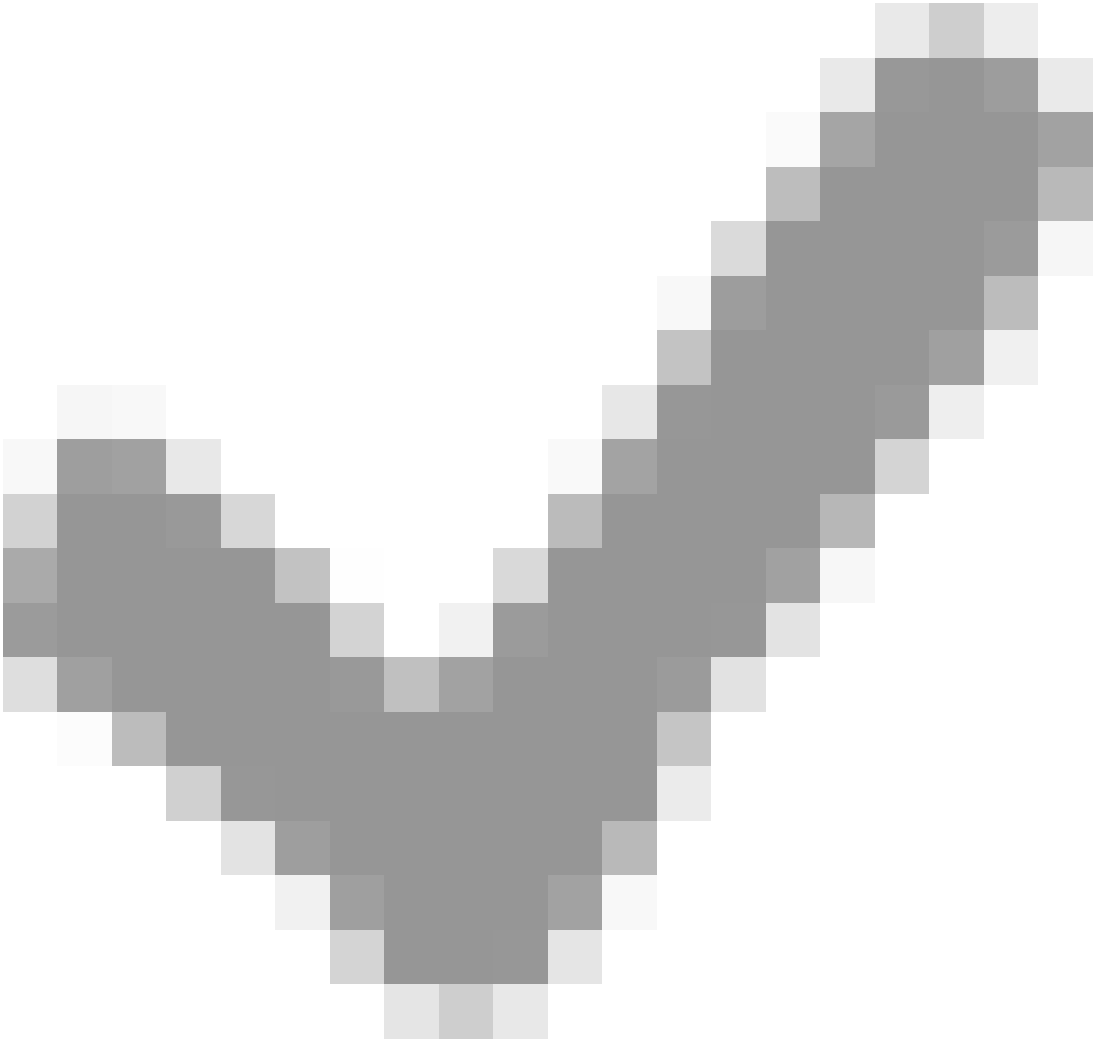


.

ii. Select

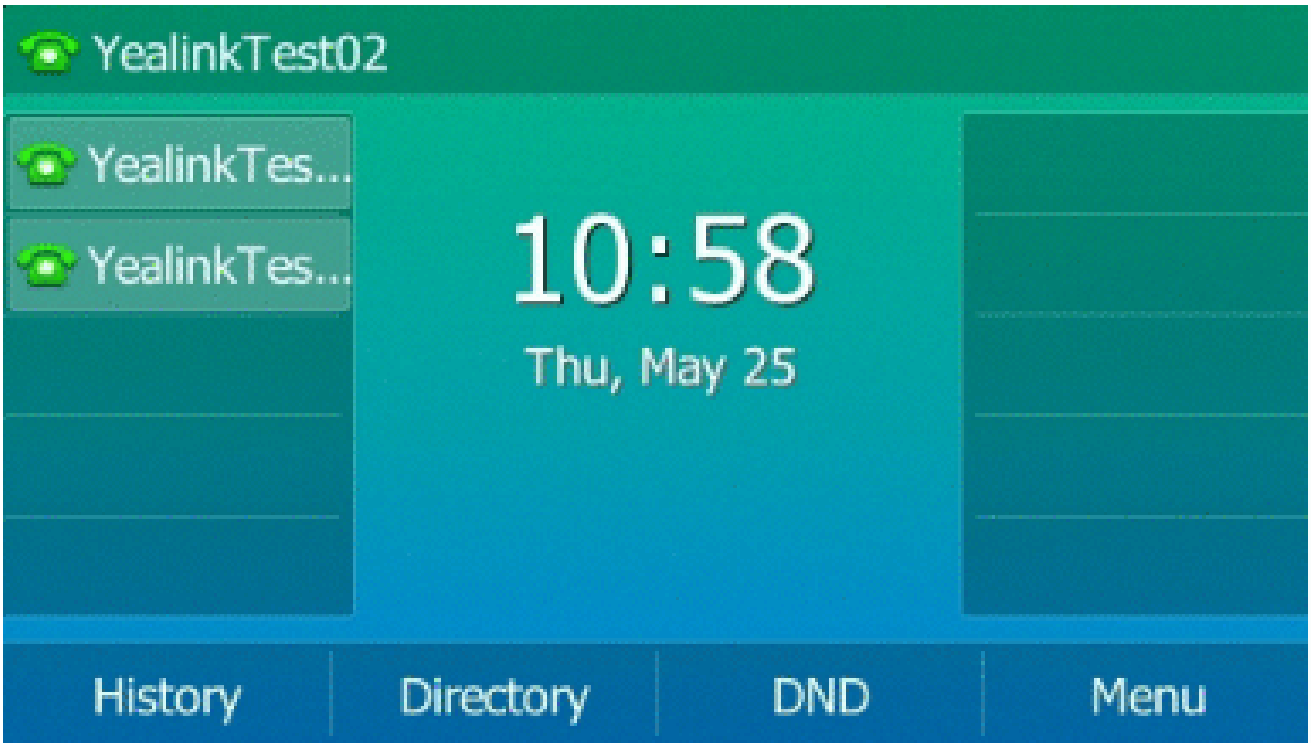
.

2. Enter your contact's information.
3. Select the desired account from the **Account** field.
4. For T48S/T48G/T46S/T46G/T48U/T46U/T57W/T54W/T53C phones, select the desired photo from the **Photo** field.
4. Select



or **OK**.

The following takes T54W for example.

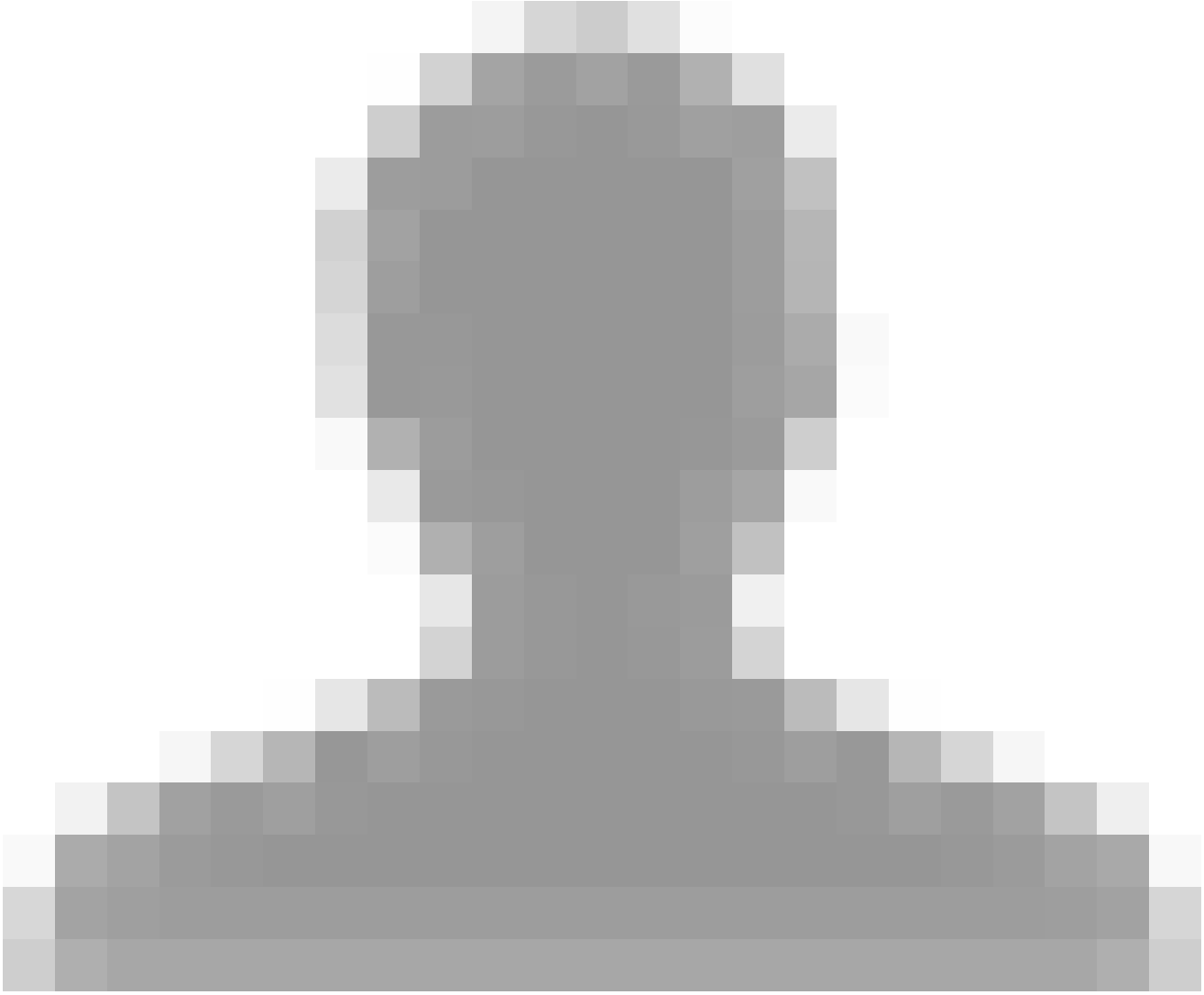


View Contacts

You can view the local contacts from the Local Directory on your phone.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
     ii. For T48U/T48S/T48G/T57W phones, select **Directory** or go to **Menu** > **Directory**.
   - For T77U/T85W/T87W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
   - For T88W (Pro)/T88V Pro phones:
     ii. Go to **Contact** > **Local Directory**.
   - For VP59/T58A/T58W phones:
     i. Go to



/

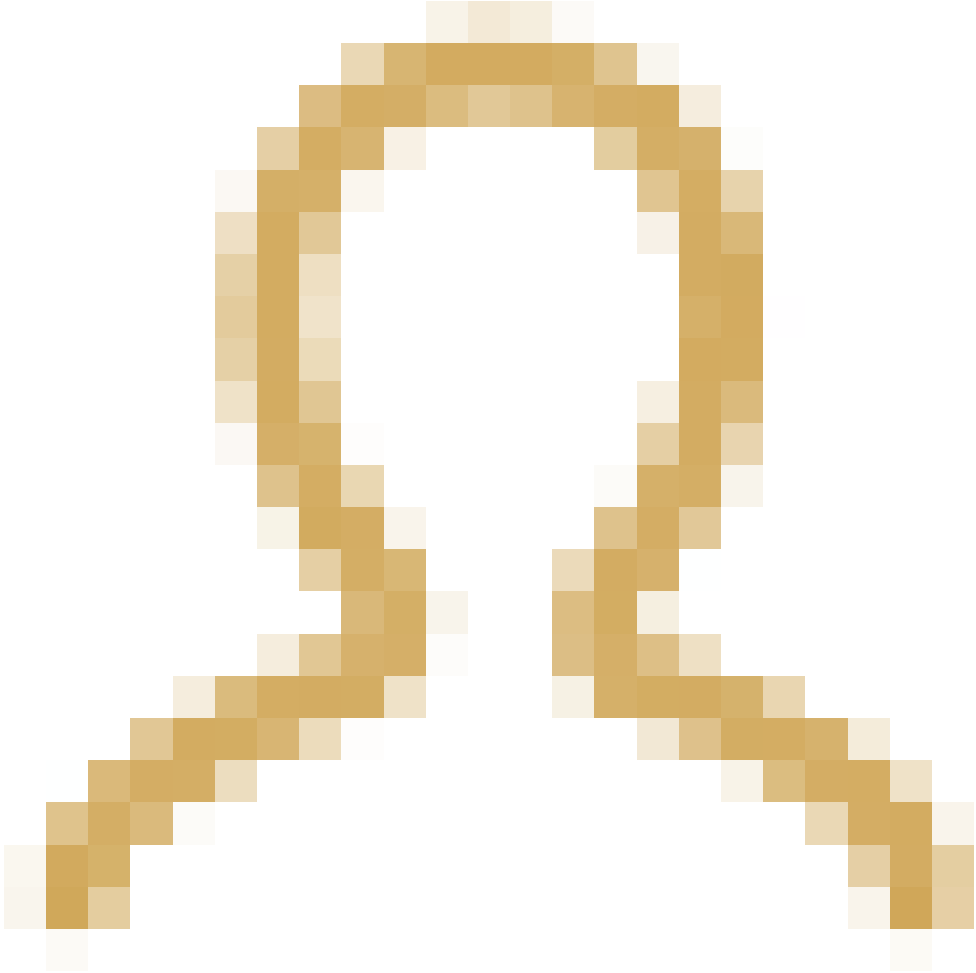
.

ii. If you want to add a contact to the specified contact group, select the contact group first.

iii. *The contact names are displayed in alphabetical order.*

- For CP925/CP935W/CP965 phones:

  i. Go to

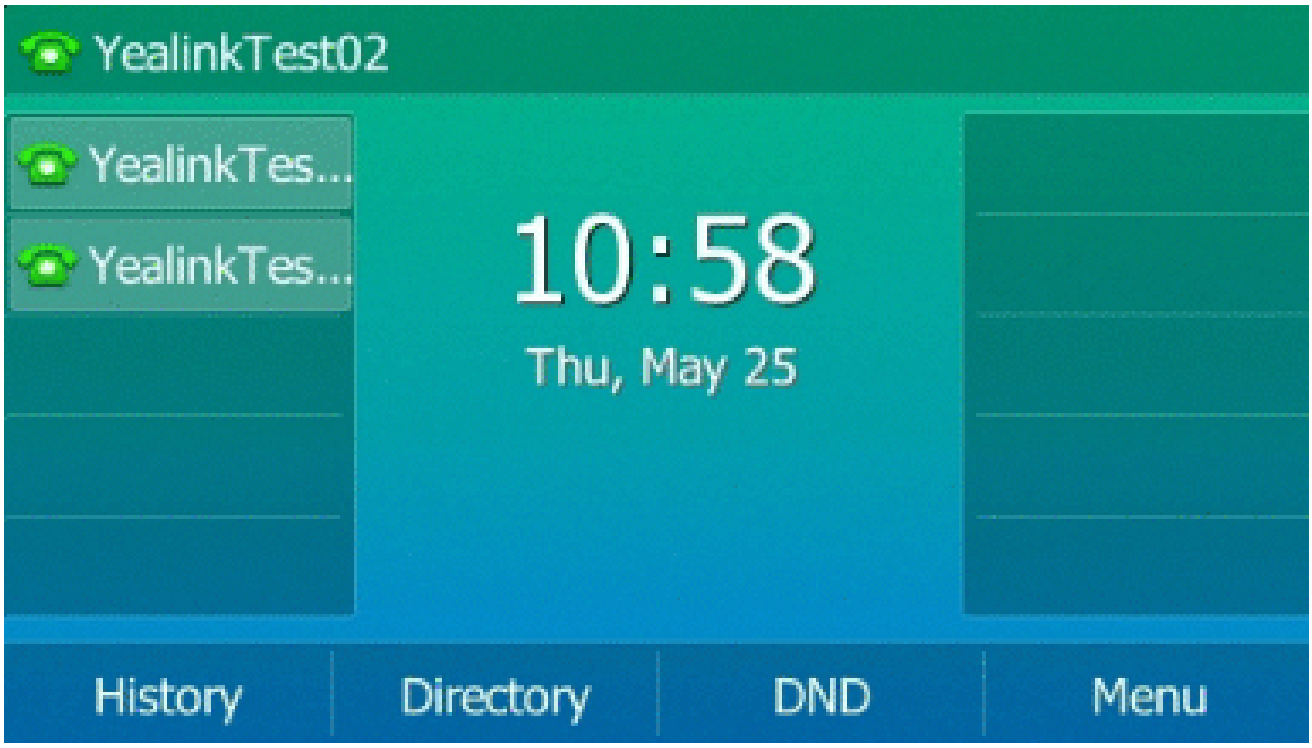


.

ii. If you want to view a contact to the specified contact group, select **Local Directory** to select the desired contact group.

iii. *The contact names are displayed in alphabetical order.*

2. Select the desired contact group or **All Contacts**.
3. *The contact names are displayed in alphabetical order.*
4. *The following takes T54W for example.*



Edit Contacts

You can update your contact information.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
     ii. Select the desired contact group or **All Contacts**.
     iii. Select the desired contact, and select **Option** > **Detail**.
     iv. For T48U/T48S/T48G/T57W phones, tap

after the desired entry.

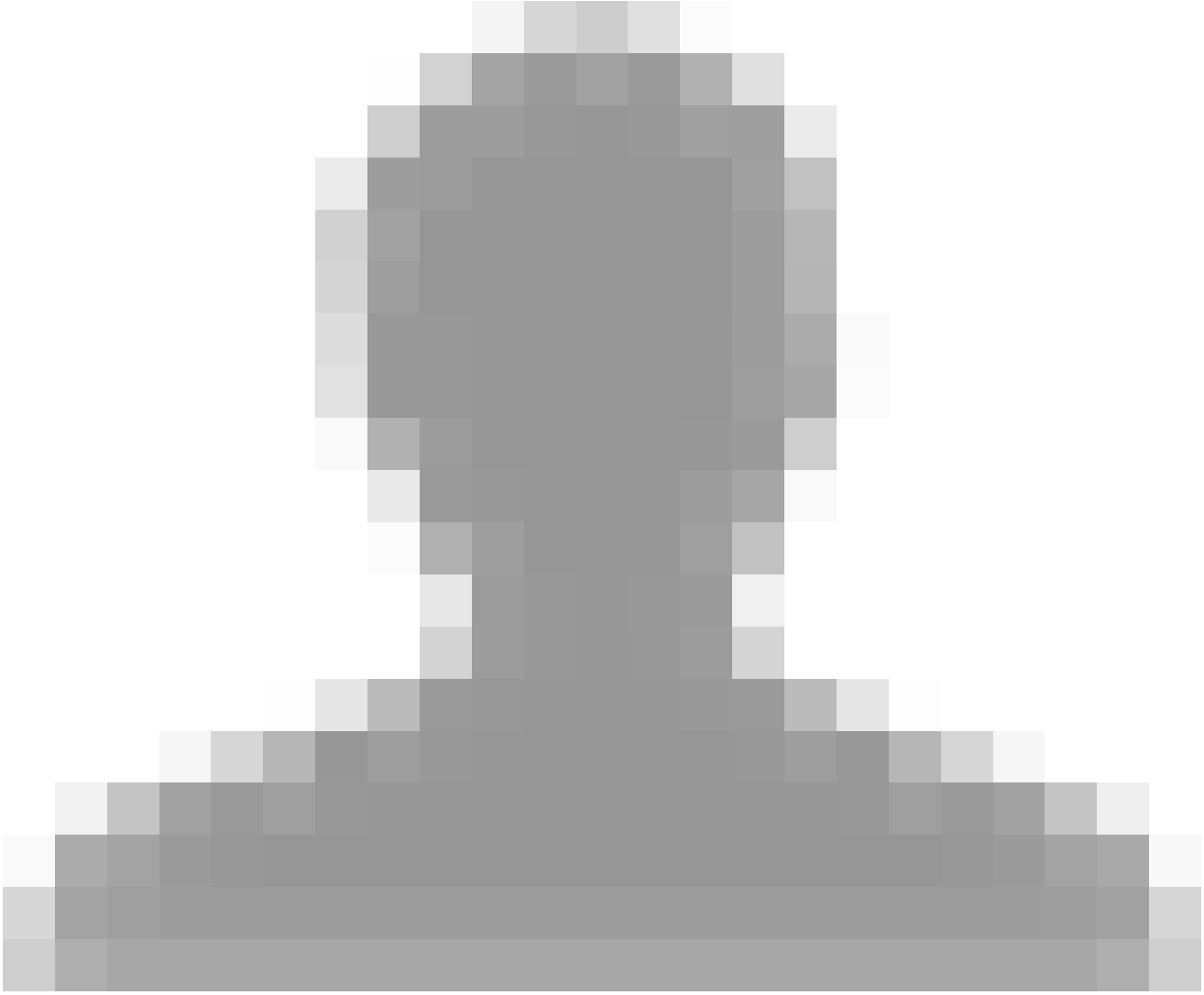
- For T77U/T85W/T87W phones:
  i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
  ii. Select the desired contact group or **All Contacts**.
  iii. Select the desired contact, and select

> **Edit**.

- For T88W (Pro)/T88V Pro phones:
  i. Go to **Contact** > **Local Directory**.
  ii. Select the desired contact group or **Local Directory**.
  iii. Select the desired contact, and select

.

- For VP59/T58A/T58W phones:
  i. Go to



/

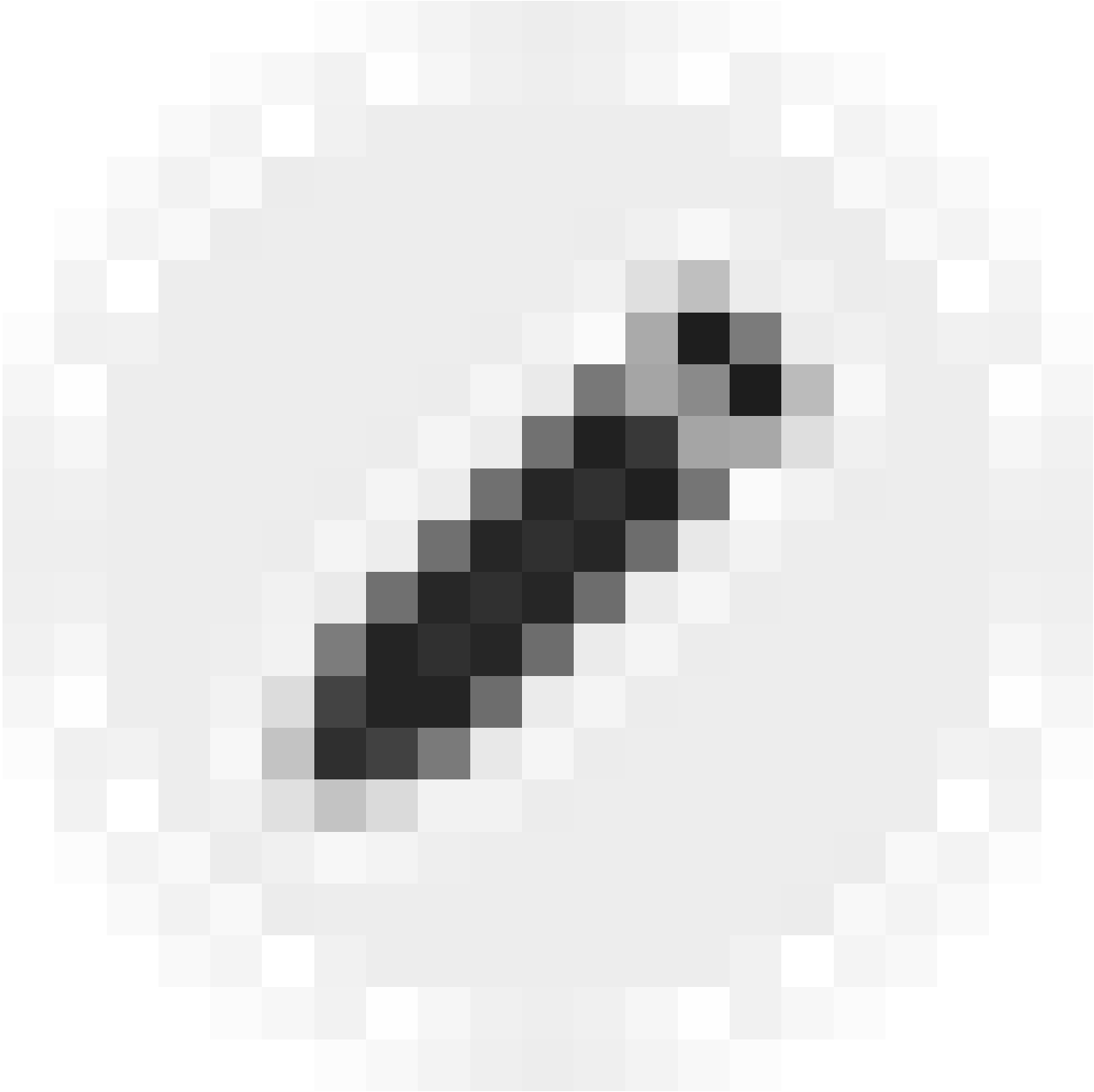
.

ii. If you want to add a contact to the specified contact group, select the contact group first.

iii. Select

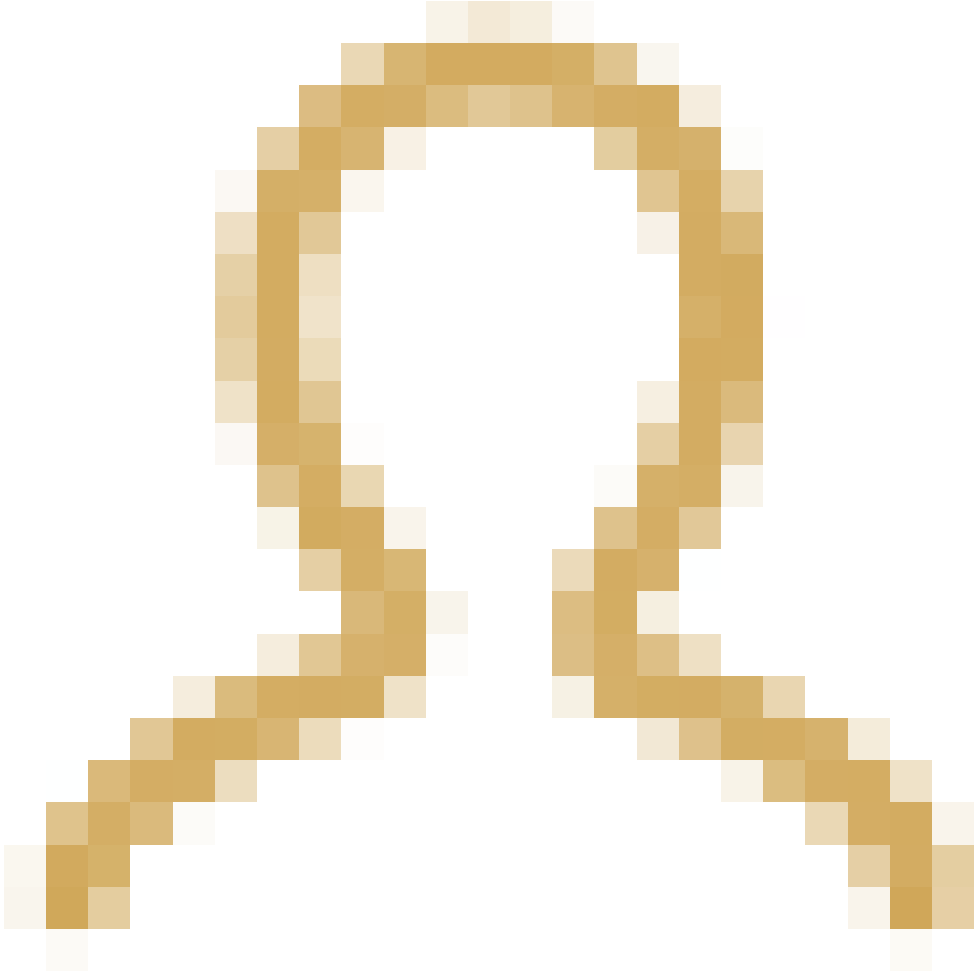
.

iv. For T58W, tap the desired contact and then select



.

- For CP925/CP935W/CP965 phones:
  i. Go to



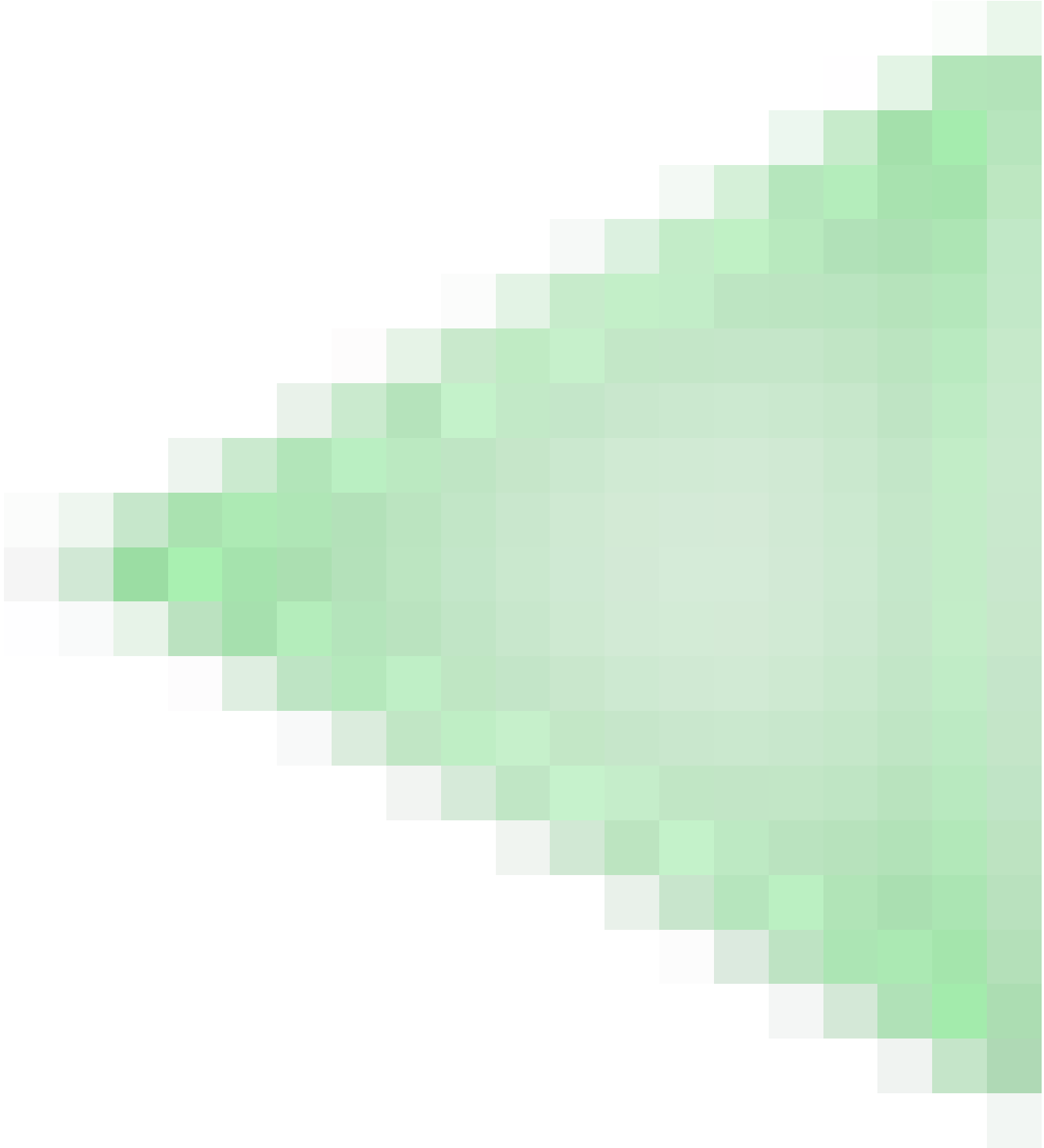
.

ii. If you want to view a contact in the specified contact group, select **Local Directory** to select the desired contact group.

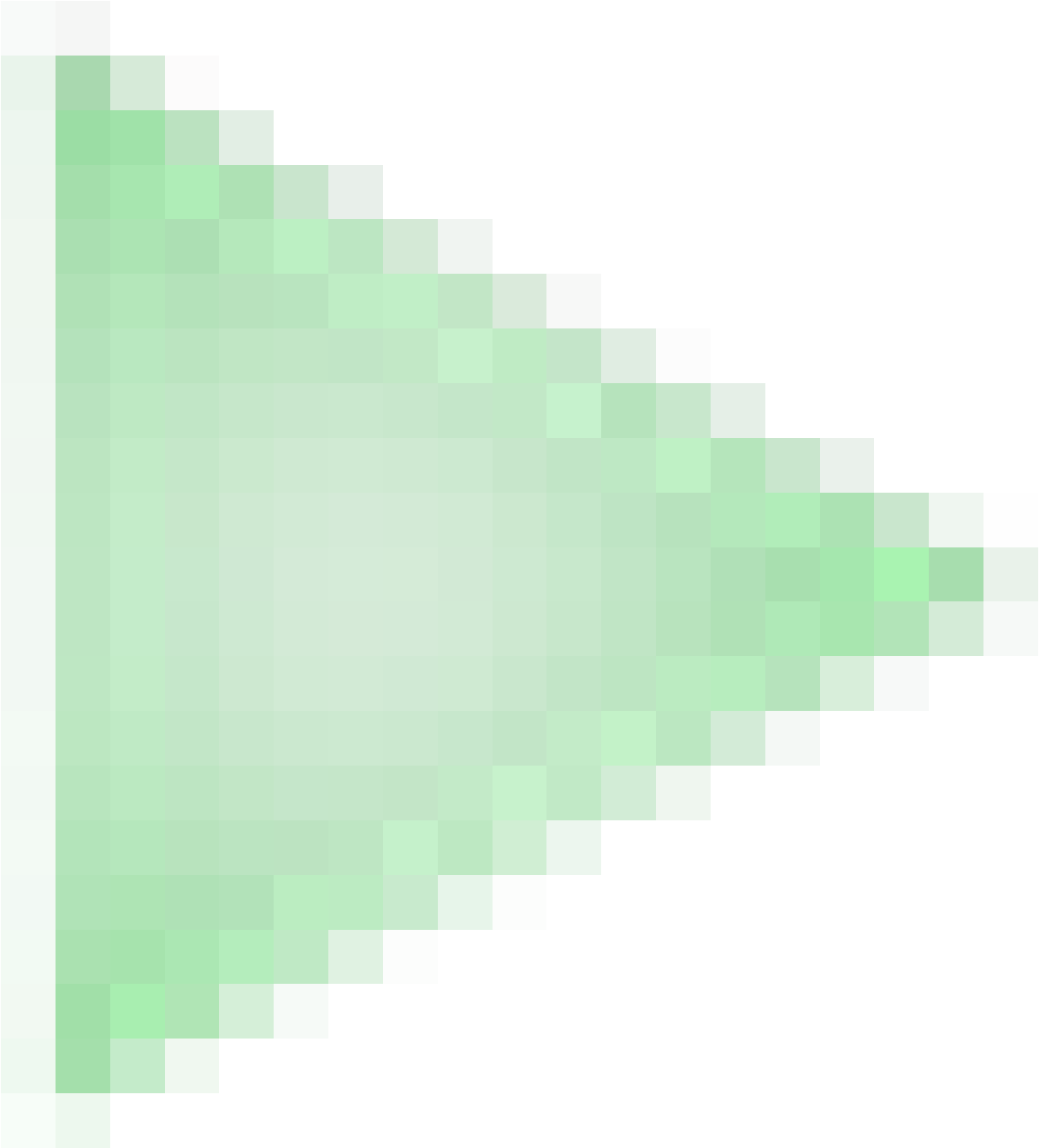
iii. Select

.

2. Edit the contact information.
   - For T48S/T48G/T48U phones, you can tap



or



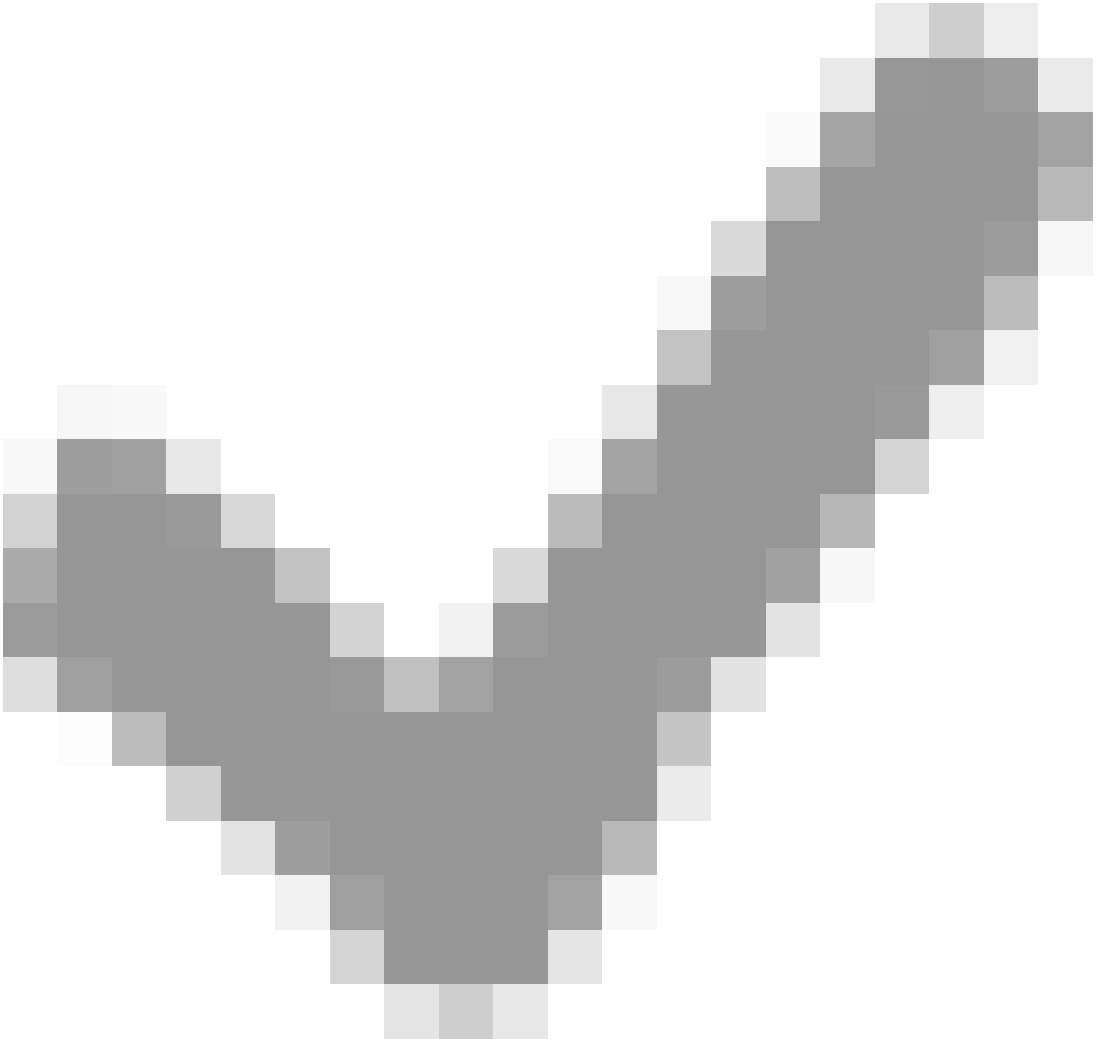
to switch the contact you want to edit, and then edit the contact information.

- For T57W phones, you can tap

or

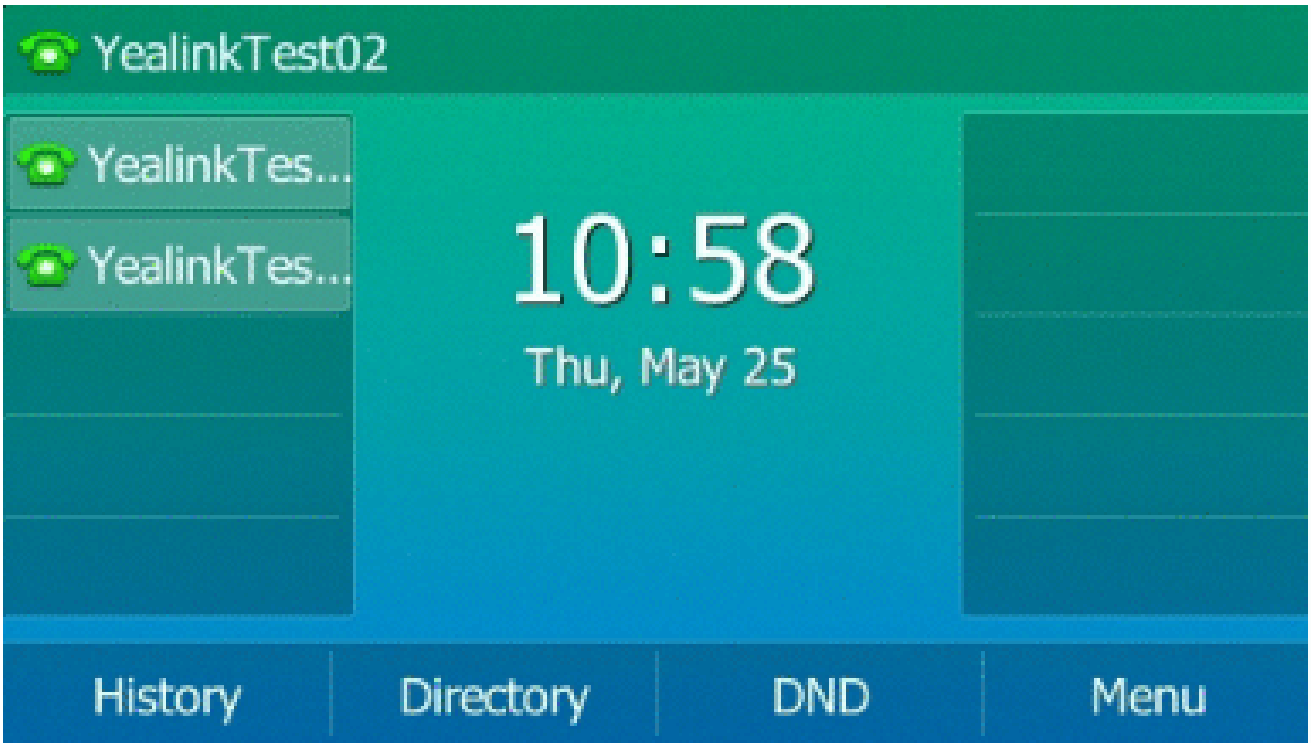
to switch the contact you want to edit, and then edit the contact information.

3. Select **Save**, **OK,** or **Done**, or tap



.

The following takes T54W for example.



Delete a Contact

You can delete any contact from the Local Directory.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
     ii. Select the desired contact group or **All Contacts**.
     iii. Select the desired contact, and select **Option** > **Delete**.
     iv. For T48U/T48S/T48G/T57W phones, tap

after the desired entry.

v. *The phone prompts you to delete the contact or not.*

- For T77U/T85W/T87W phones:

  i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.

  ii. Select the desired contact group or **All Contacts**.

  iii. Select the desired contact, and select **Delete**.

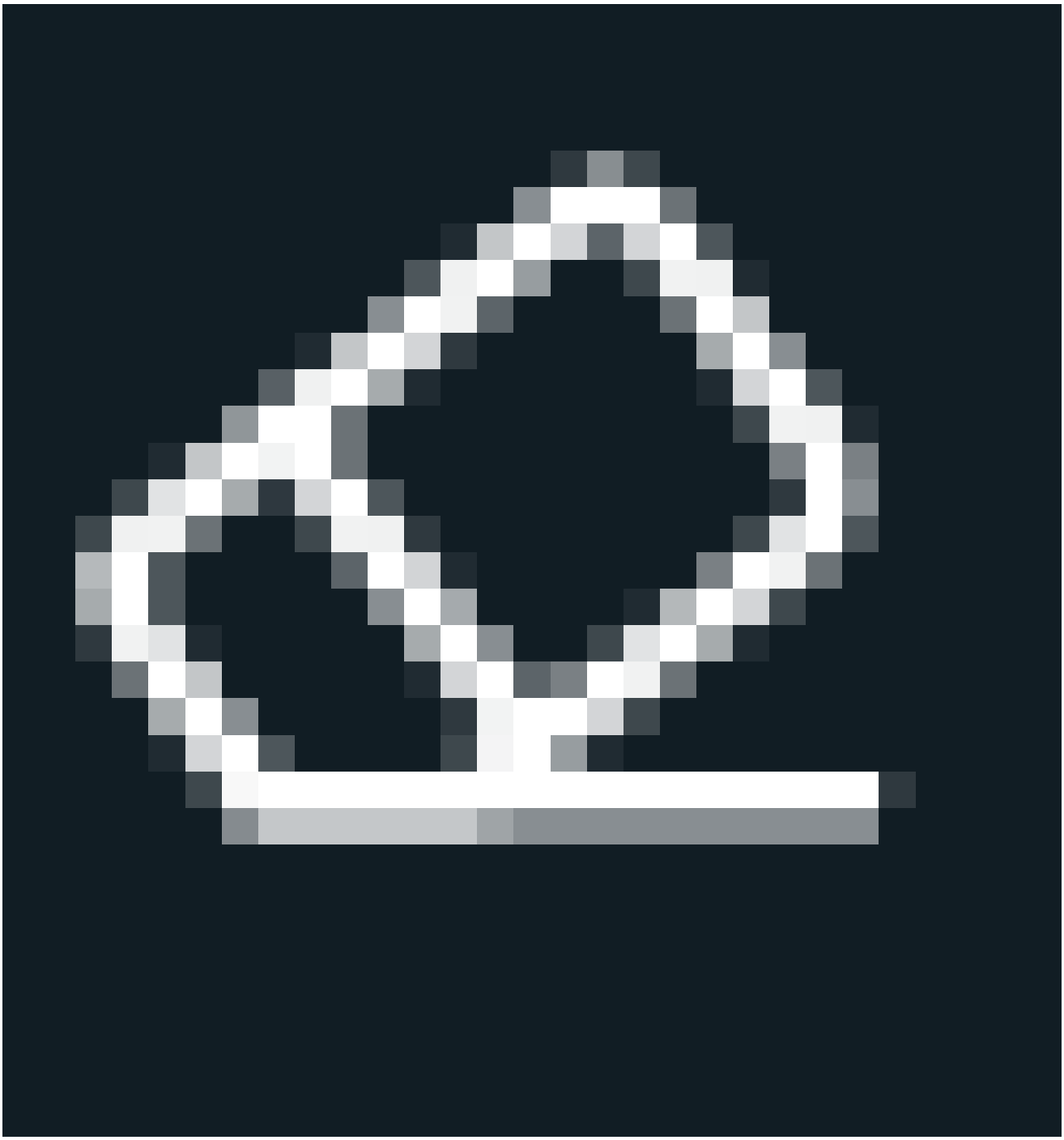
  iv. *The phone prompts you to delete the contact or not.*

- For T88W (Pro)/T88V Pro phones:

  i. Go to **Contact** > **Local Directory**.

  ii. Select the desired contact group or **Local Directory**.

  iii. Select the desired contact, and select

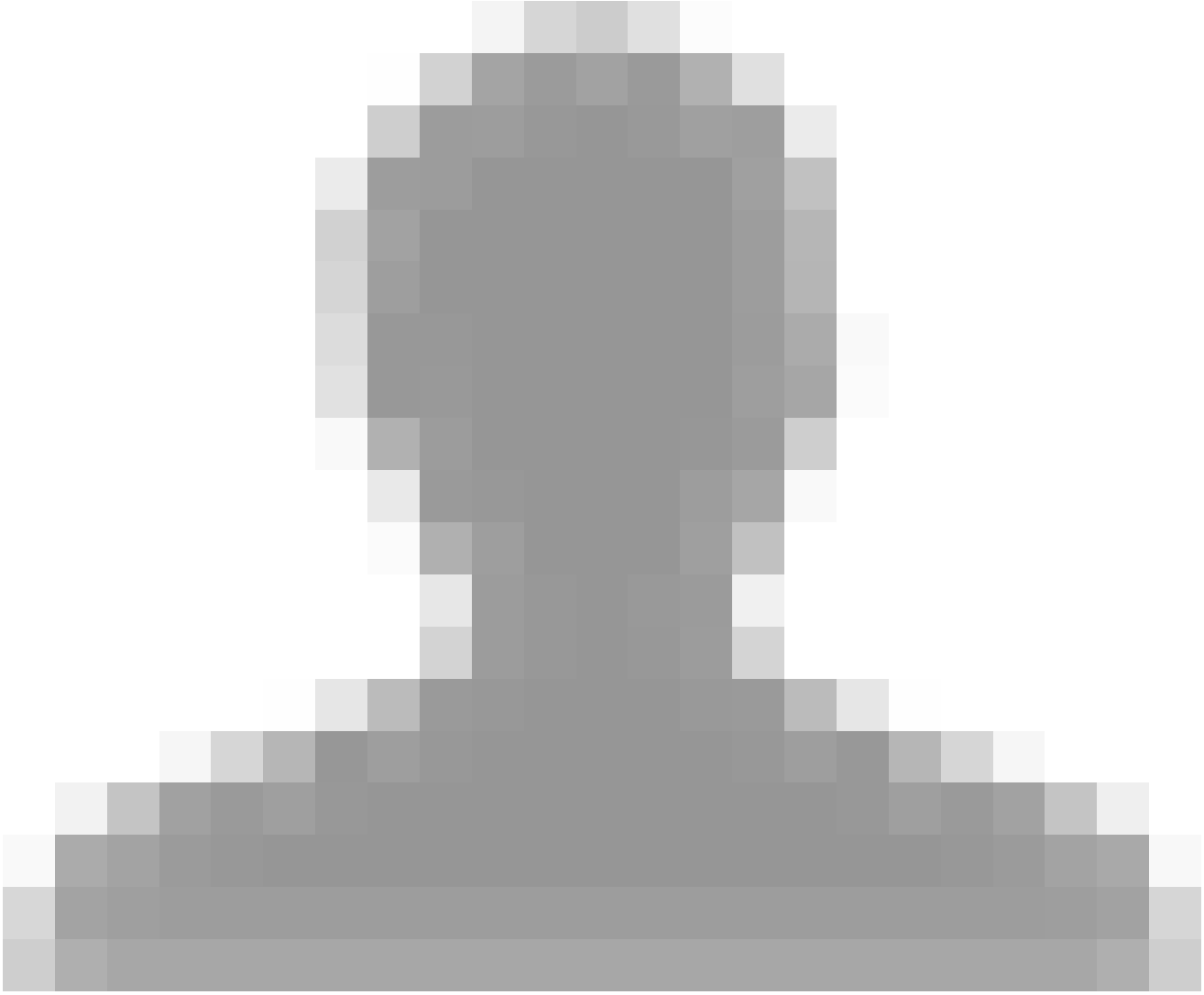


.

iv. *The phone prompts you to delete the contact or not.*

- For VP59/T58A/T58W phones:

  i. Go to



/

.

ii. If you want to delete a contact from the specified contact group, select the contact group first.

iii. Select

.

iv. For T58W, tap the desired contact and then select

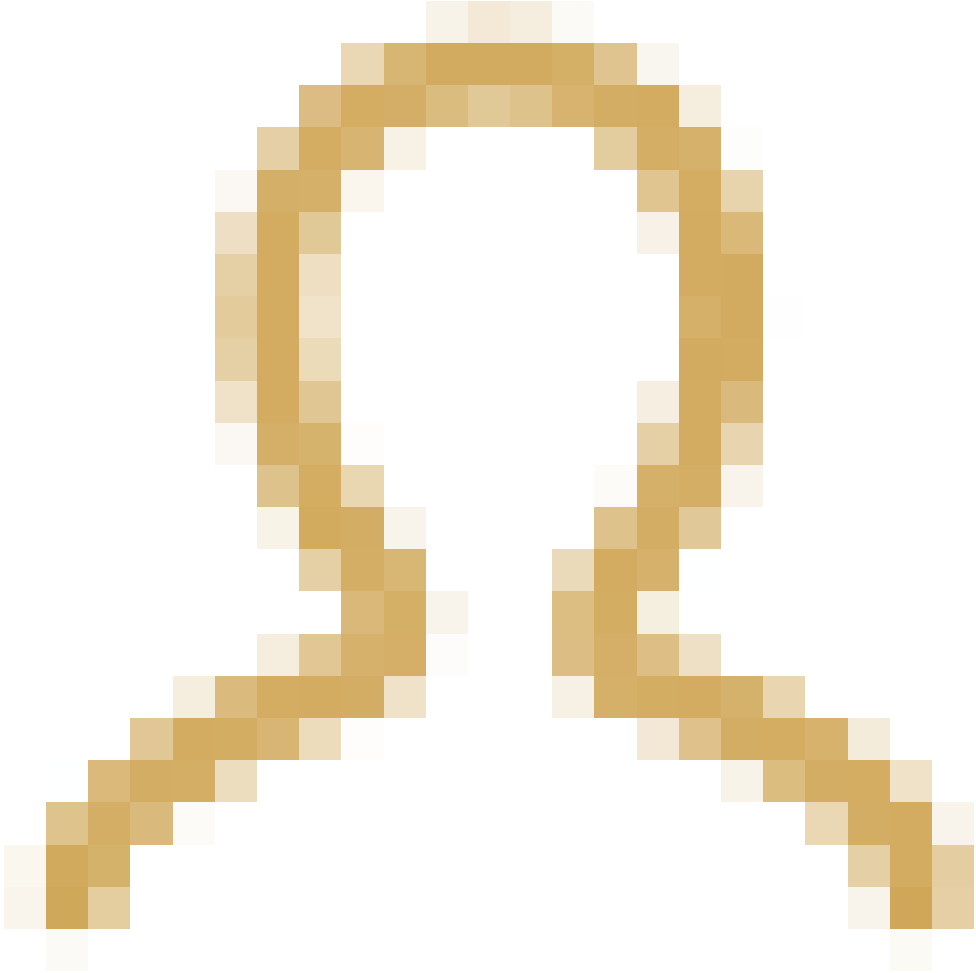
.

iv. Select **Delete**.

v. *The phone prompts you to delete the contact or not.*

- For CP925/CP935W/CP965 phones:

  i. Select



.

ii. If you want to delete a contact from the specified contact group, select **Local Directory** to select the desired contact group.

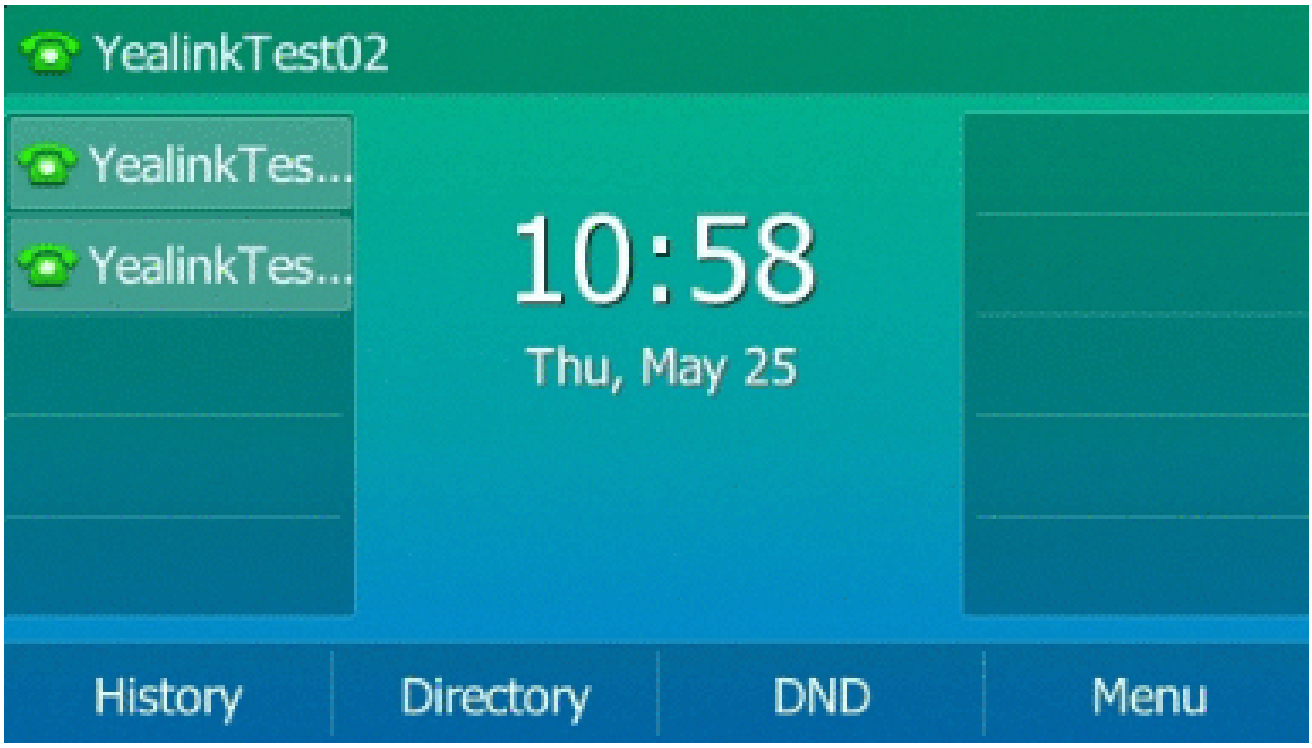
iii. Tap the desired contact.

iv. Select **Delete**.

v. *The phone prompts you to delete the contact or not.*

2. Select **OK**.

3. *The following takes T54W for example.*



Delete All Contacts

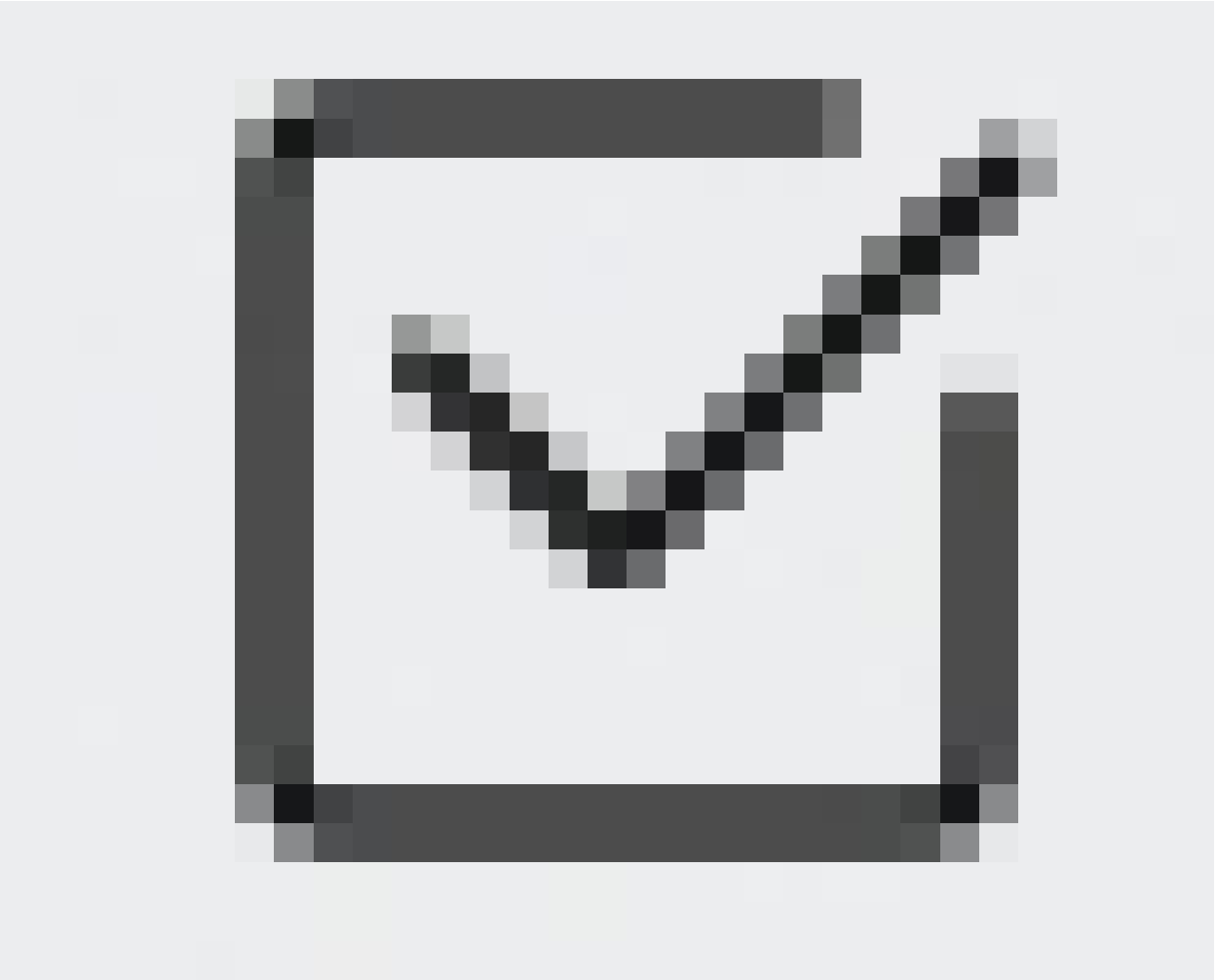
You can delete all contacts from the Local Directory.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
     ii. Select the desired contact group or **All Contacts**.
     iii. Select the desired contact, and select **Option** > **Delete All**.
     iv. *The phone prompts you to delete all contacts or not.*
     - For T48S/T48G phones, select **Settings** > **Select All** > **Delete**.
     - For T48U/T57W phones, tap

> **Delete**.

- For T77U/T85W/T87W phones:
  i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
  ii. Select the desired contact group or **All Contacts**.
  iii. Select



> **Select All** > **Delete**

iv. *The phone prompts you to delete all contacts or not.*

- For T88W (Pro)/T88V Pro phones:

  i. Go to **Contact** > **Local Directory**.

  ii. Select the desired contact group or **Local Directory**.

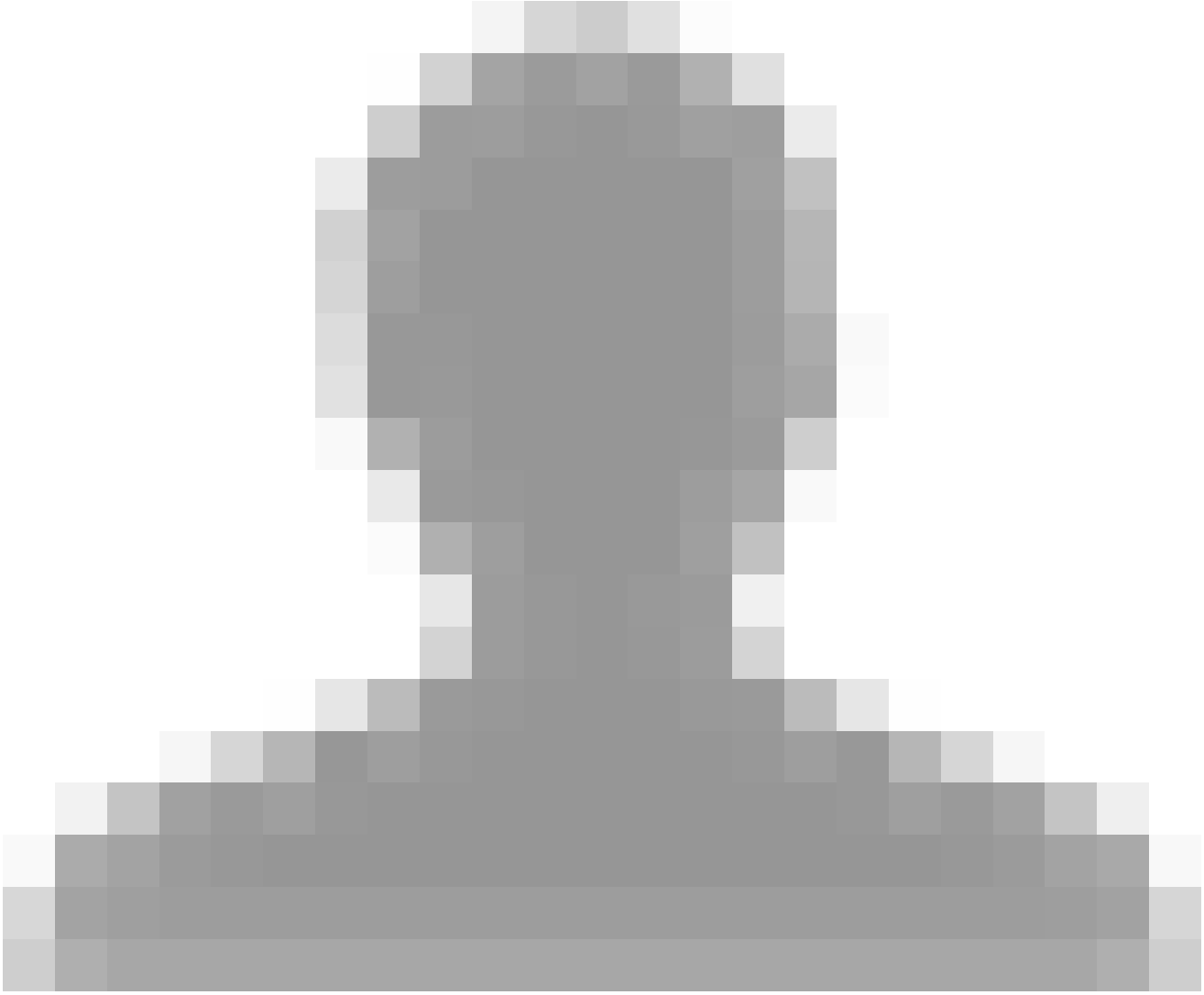
  iii. Select

> **Select All** > **Delete**.

iv. *The phone prompts you to delete all contacts or not.*

- For VP59/T58A/T58W phones:

  i. Go to

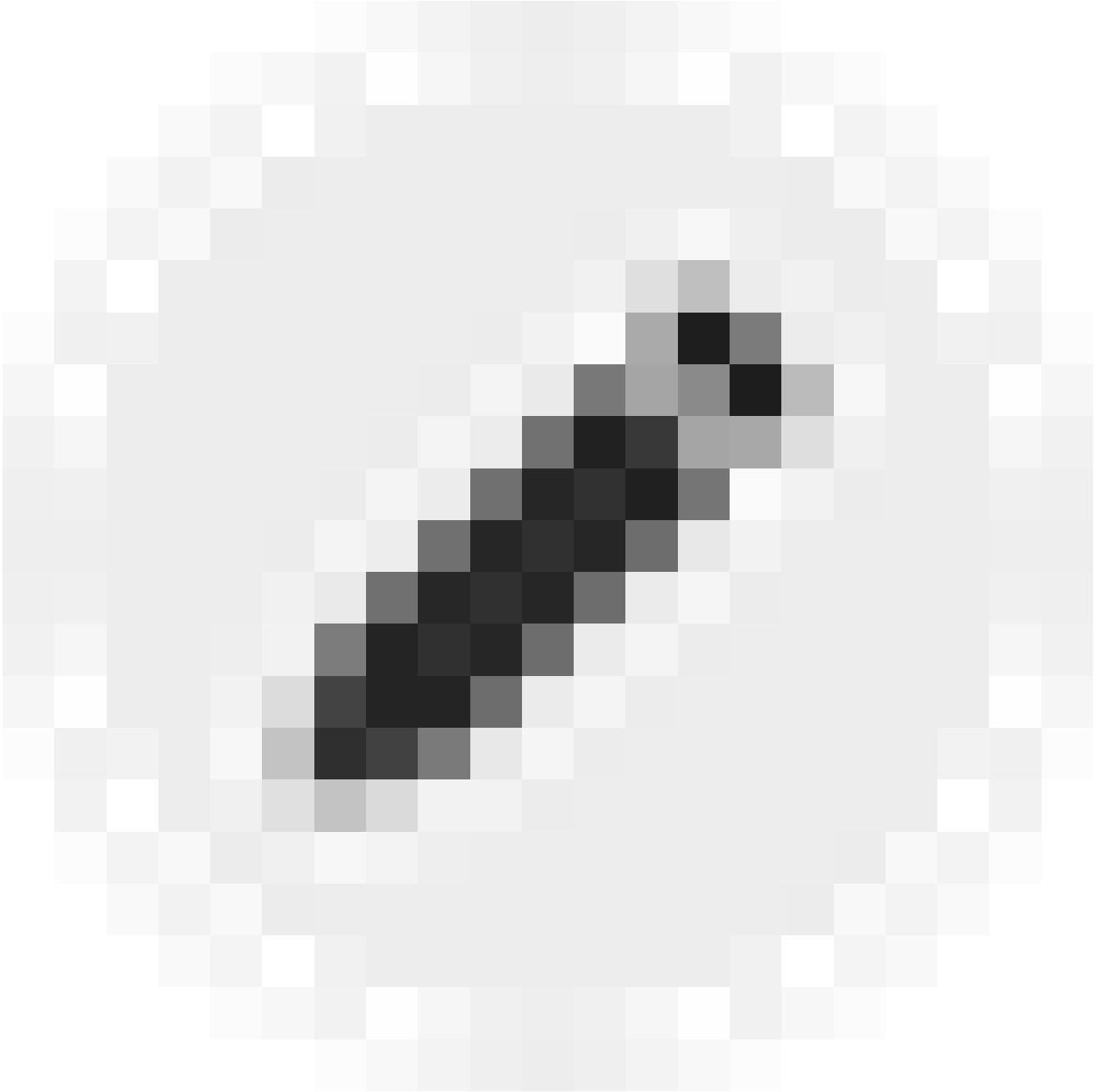


/

.

ii. Select **Settings**.

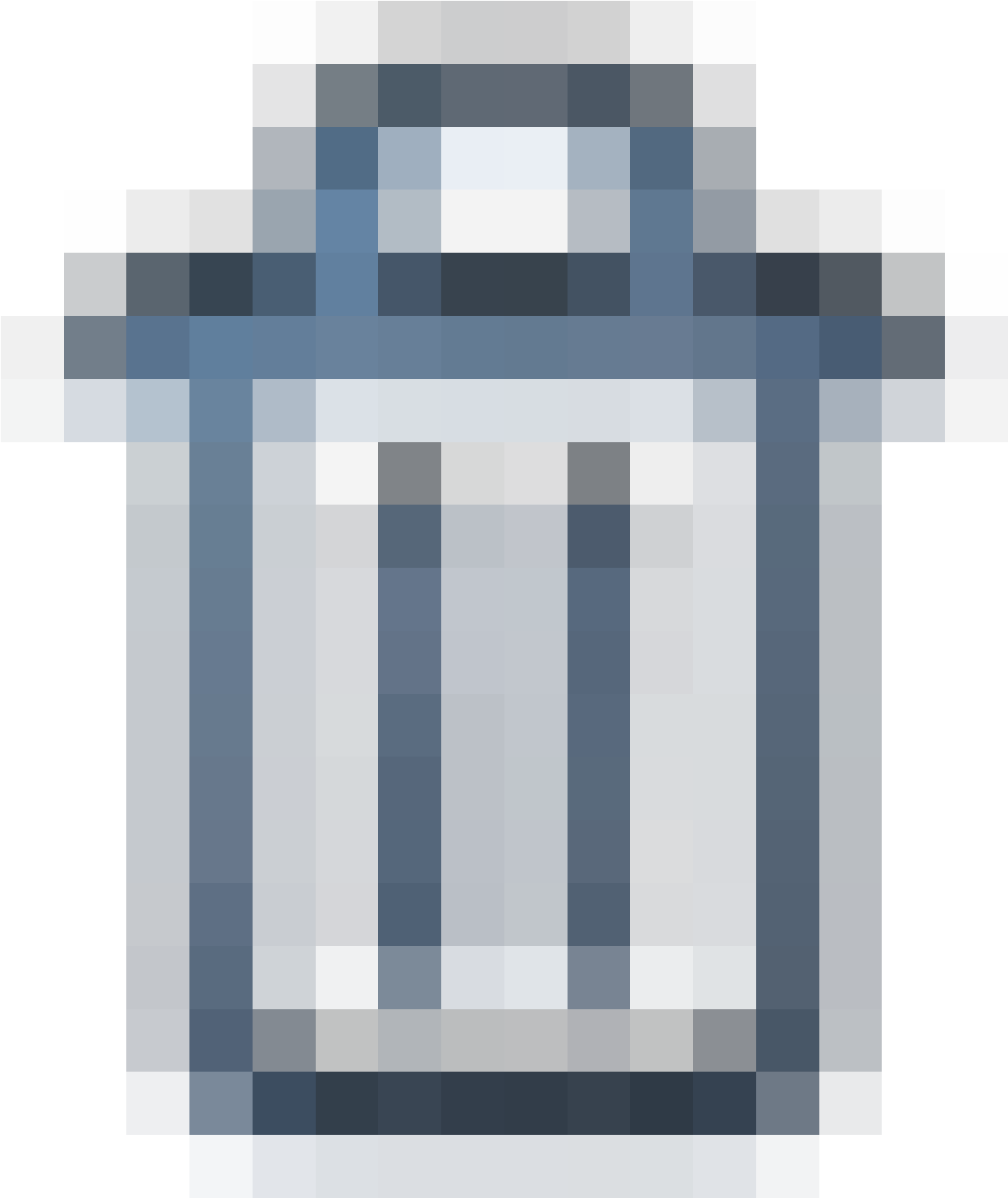
iii. For T58W phones, tap the desired contact and then select



.

iii. Select **Select All**.

iv. Select

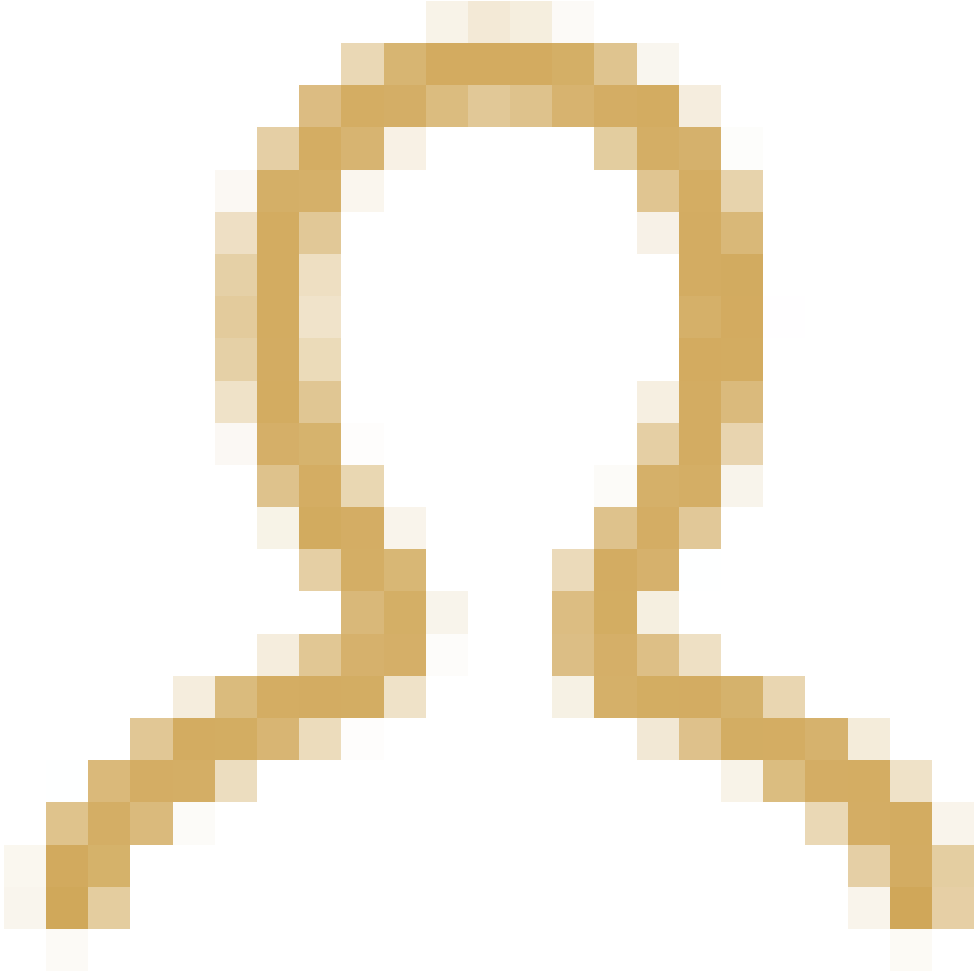


.

v. *The phone prompts you to delete all contacts or not.*

- For CP925/CP935W/CP965 phones:

  i. Select

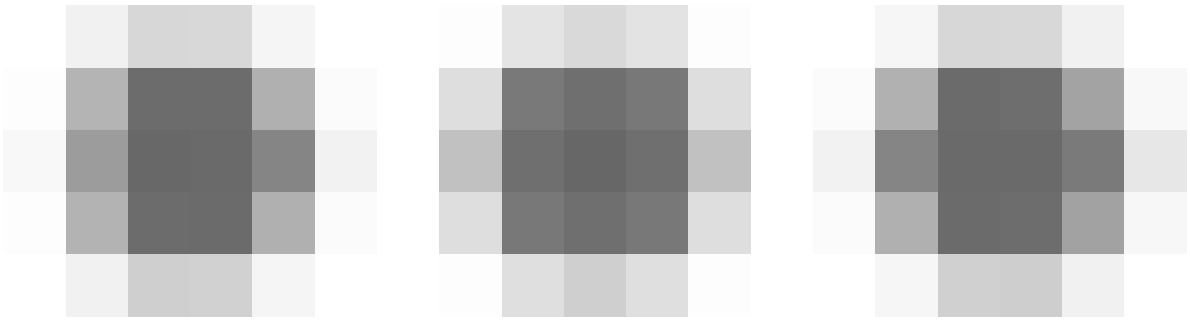


.

ii. Long tap a contact.

iii. Tap the radio box in the top right of the screen.

iv. Select

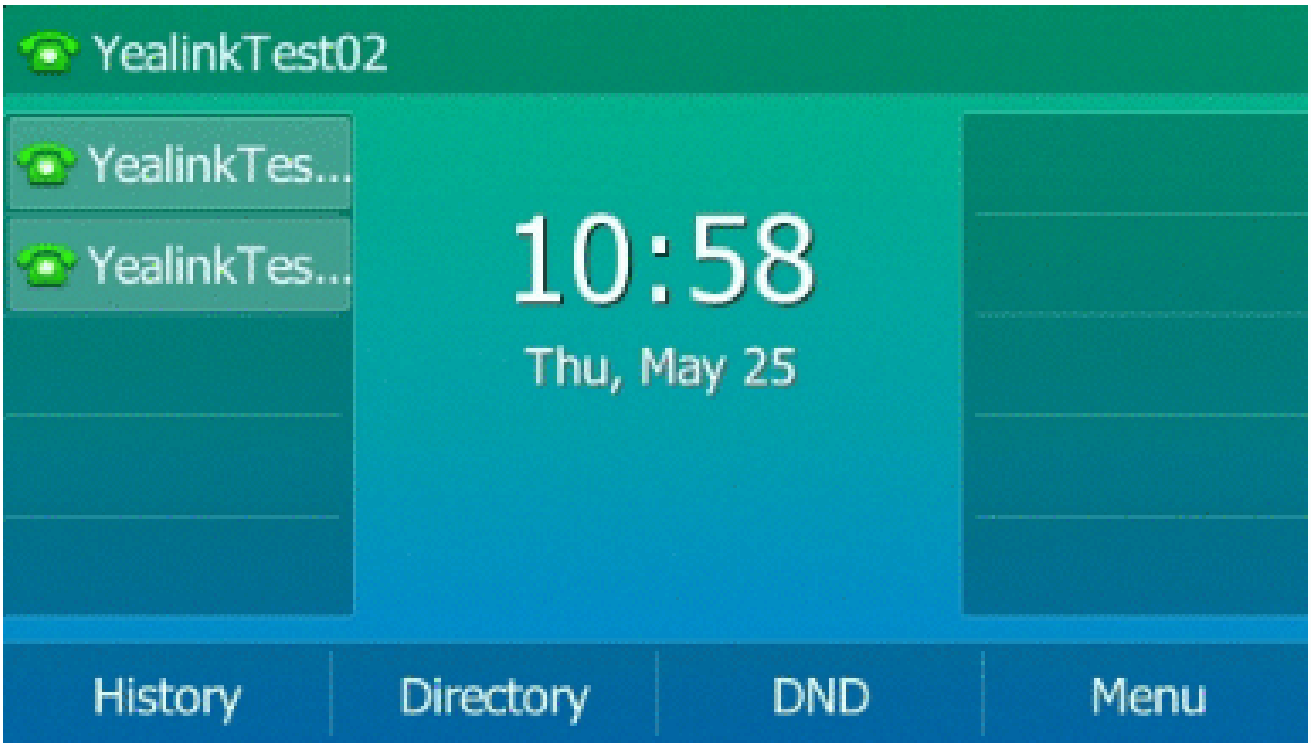


> **Delete**.

v. *The phone prompts you to delete all contacts or not.*

2. Select **OK**.

The following takes T54W for example.



Move Local Directory Contact to Blocklist

Introduction

You can move a contact in the Local Directory to the blocklist. Incoming calls from this contact will be rejected automatically.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Select **Directory** (**Dir**) or go to **Menu** > **Directory** > **Local Directory**.
     ii. Select the desired contact, and select **Option** > **Add to Blocklist**.
     iii. *The phone prompts you to move to the blocklist or not.*
     - For T48S/T48G/T57W phones, tap

> **Blocklist**.

- For T48G phones, tap

after the desired entry.

- For T77U/T85W/T87W phones:
  i. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
  ii. Select the desired contact, and select

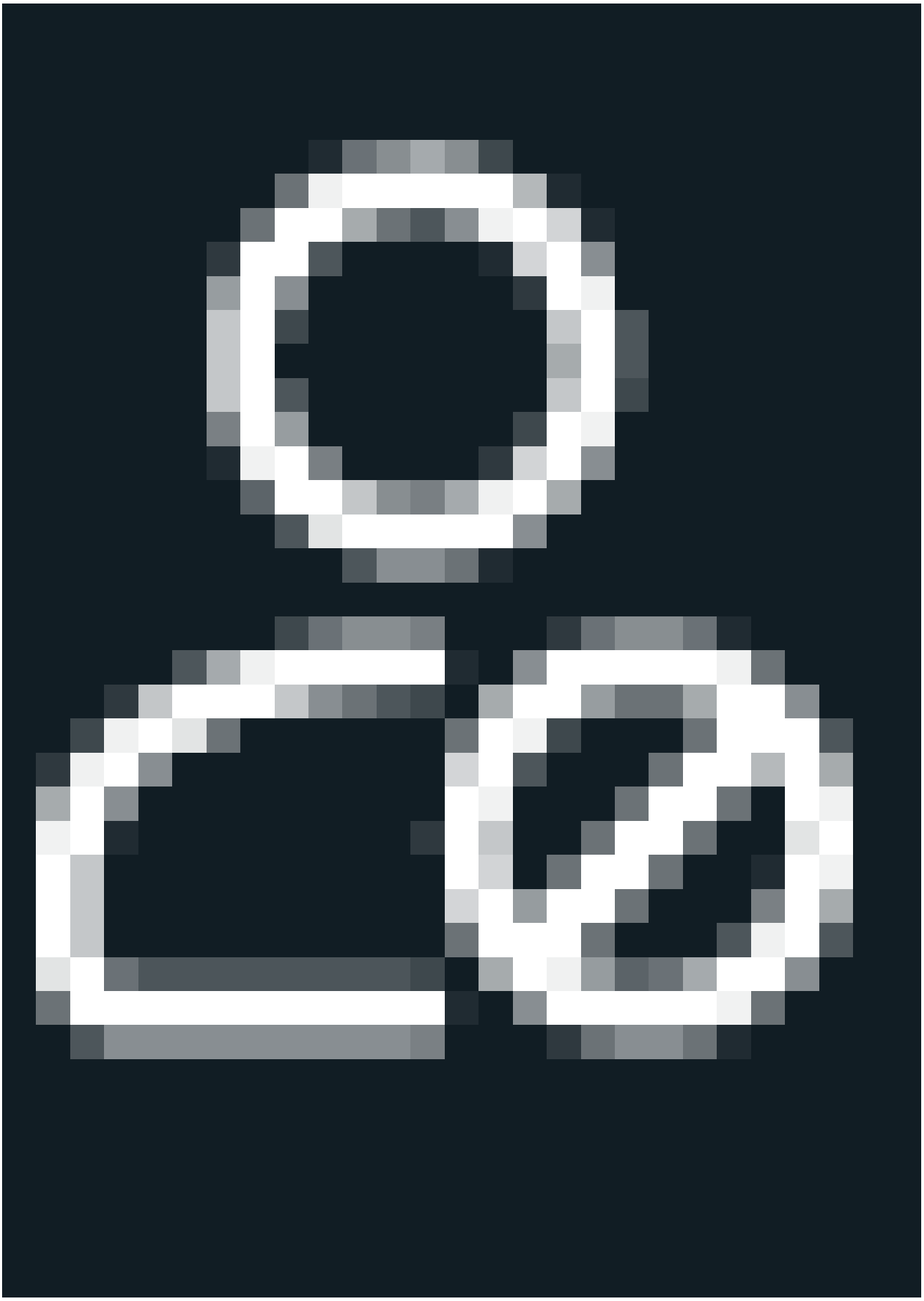
> **Blocklist**.

iii. *The phone prompts you to move to the blocklist or not.*

- For T88W (Pro)/T88V Pro phones:

  i. Go to **Contact** > **Local Directory**.

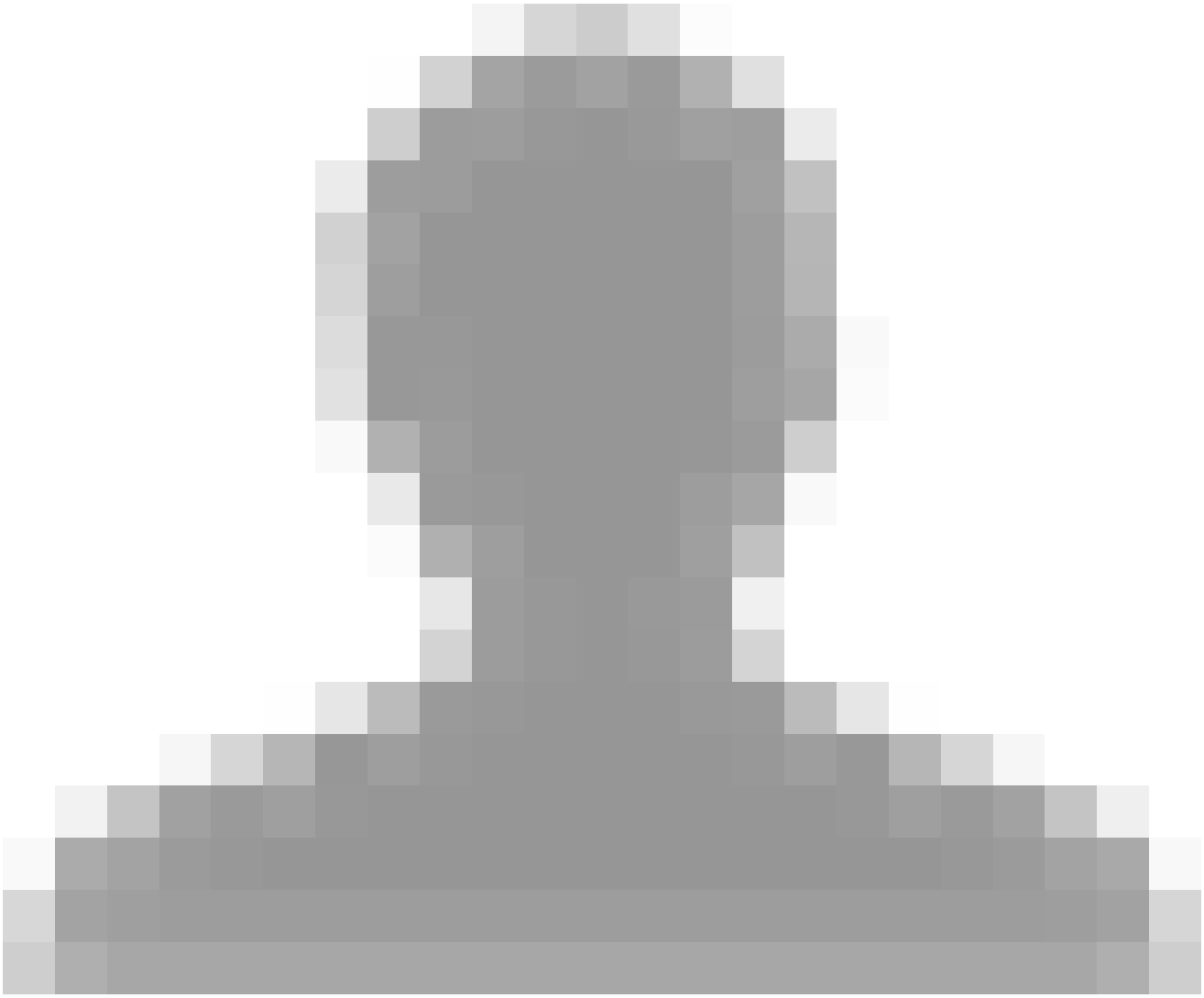
  ii. Select the desired contact, and select



.

iii. *The phone prompts you to move to the blocklist or not.*

- For VP59/T58A/T58W phones:
  i. Go to



/

.

ii. If you want to select a contact from the specified contact group, select the contact group first.

iii. Select

.

iv. For T58W, tap the desired contact and then select

.

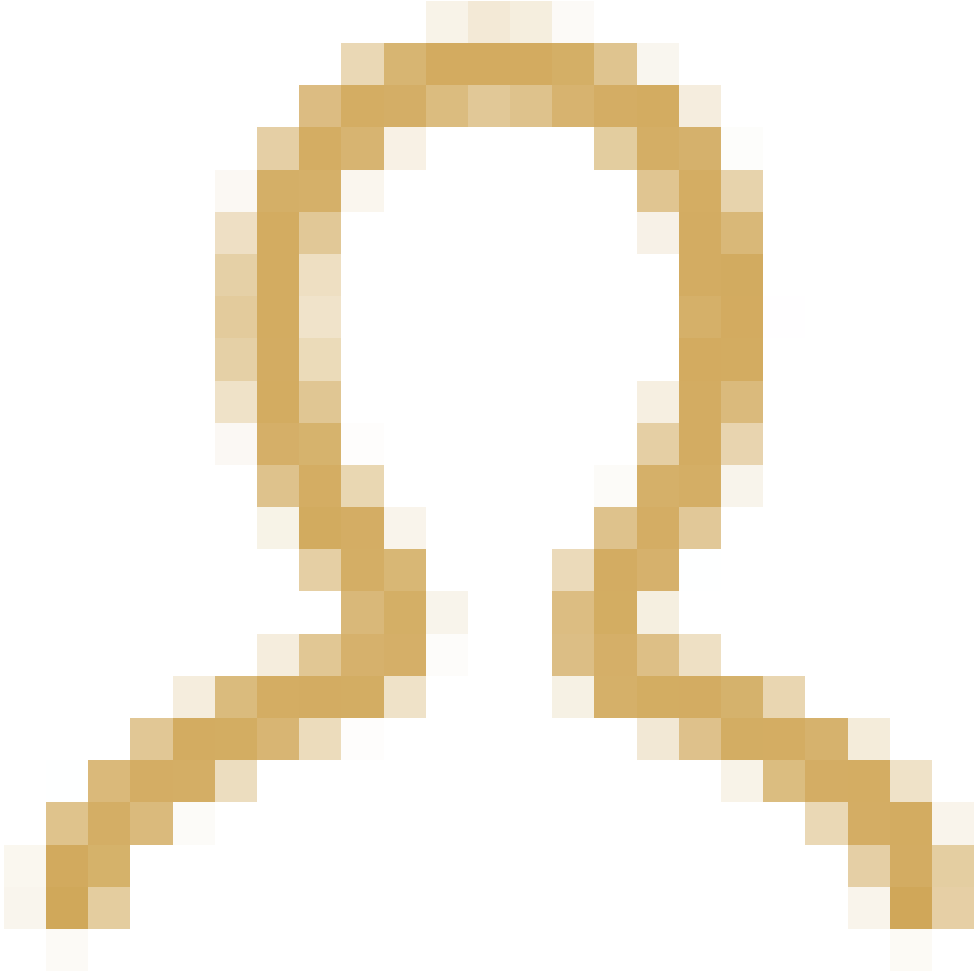
iv. Select **Blocklist**.

v. For T58W, select **Move to Blocklist**.

vi. *The phone prompts you to move to the blocklist or not.*

- For CP925/CP935W/CP965 phones:

  i. Go to



.

ii. If you want to select a contact from the specified contact group, select **Local Directory** to select the desired contact group.

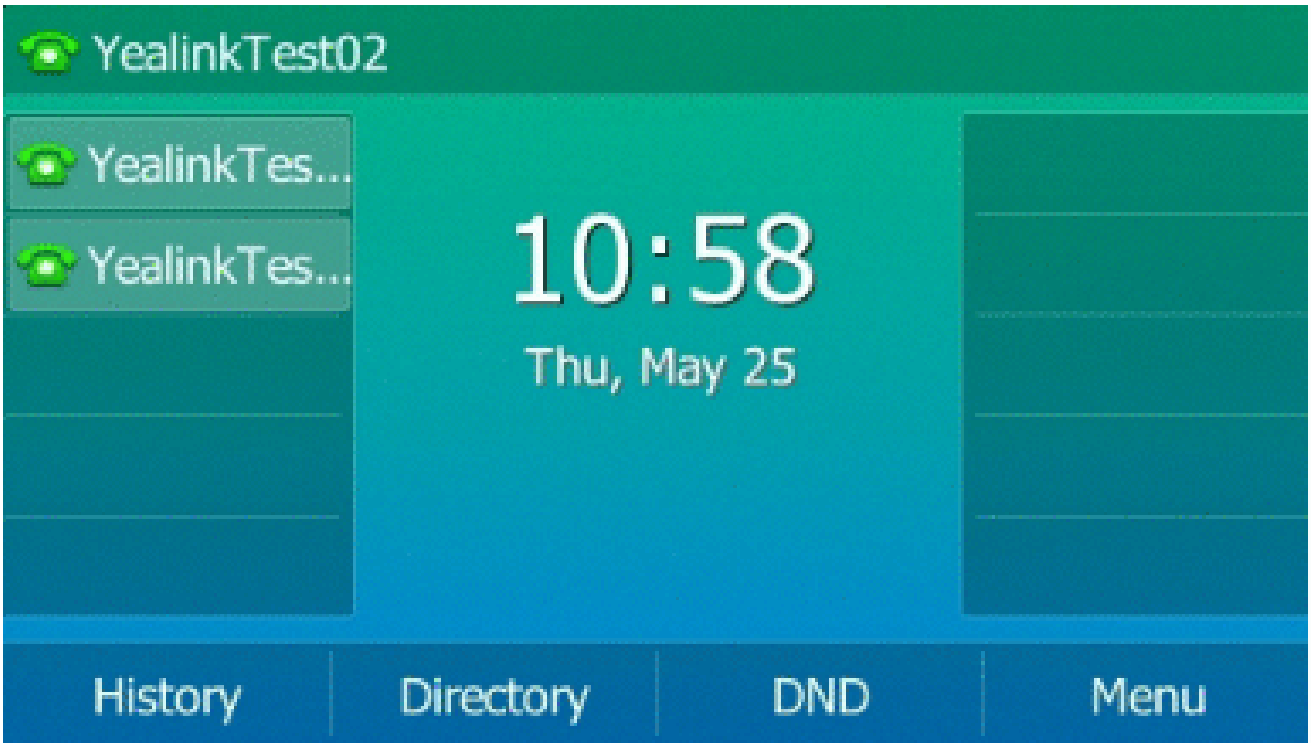
iii. Tap the desired contact.

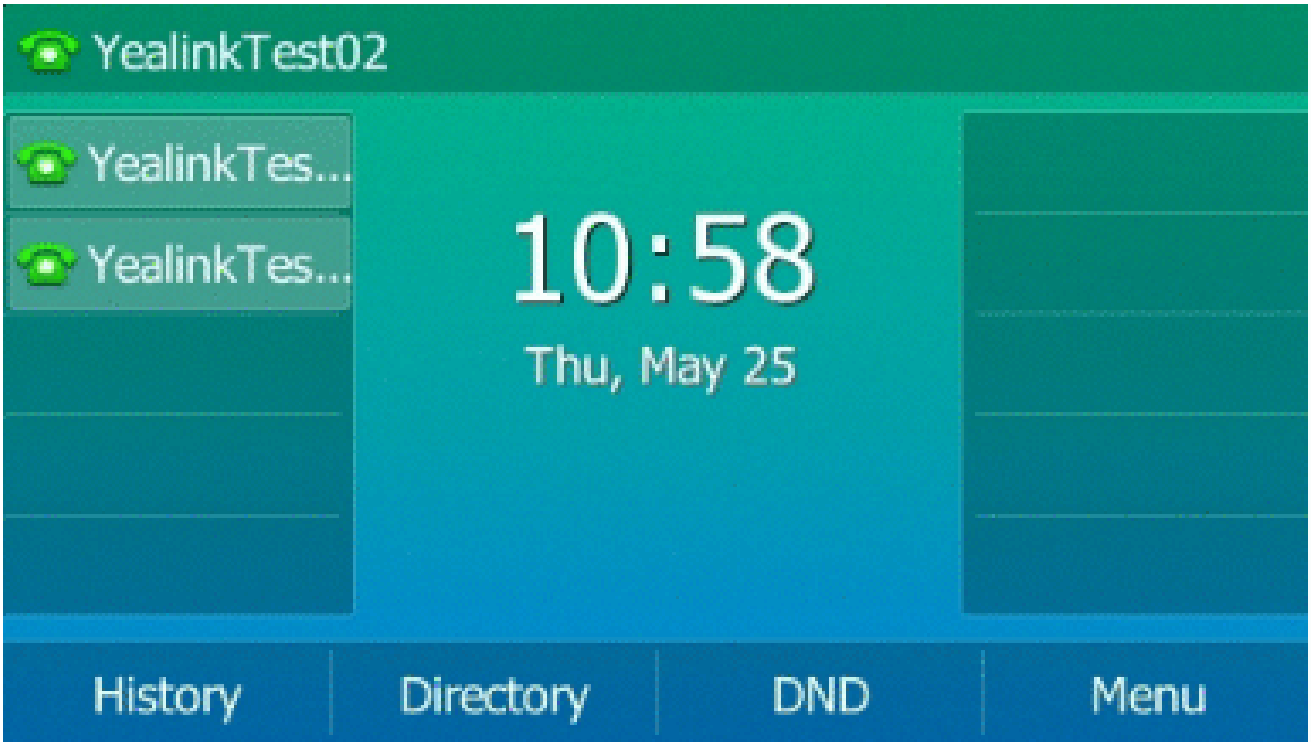
iv. Select **Blocklist**.

v. *The phone prompts you to move to the blocklist or not.*

2. Select **OK**.

The following takes T54W for example.





Search for Contacts

Introduction

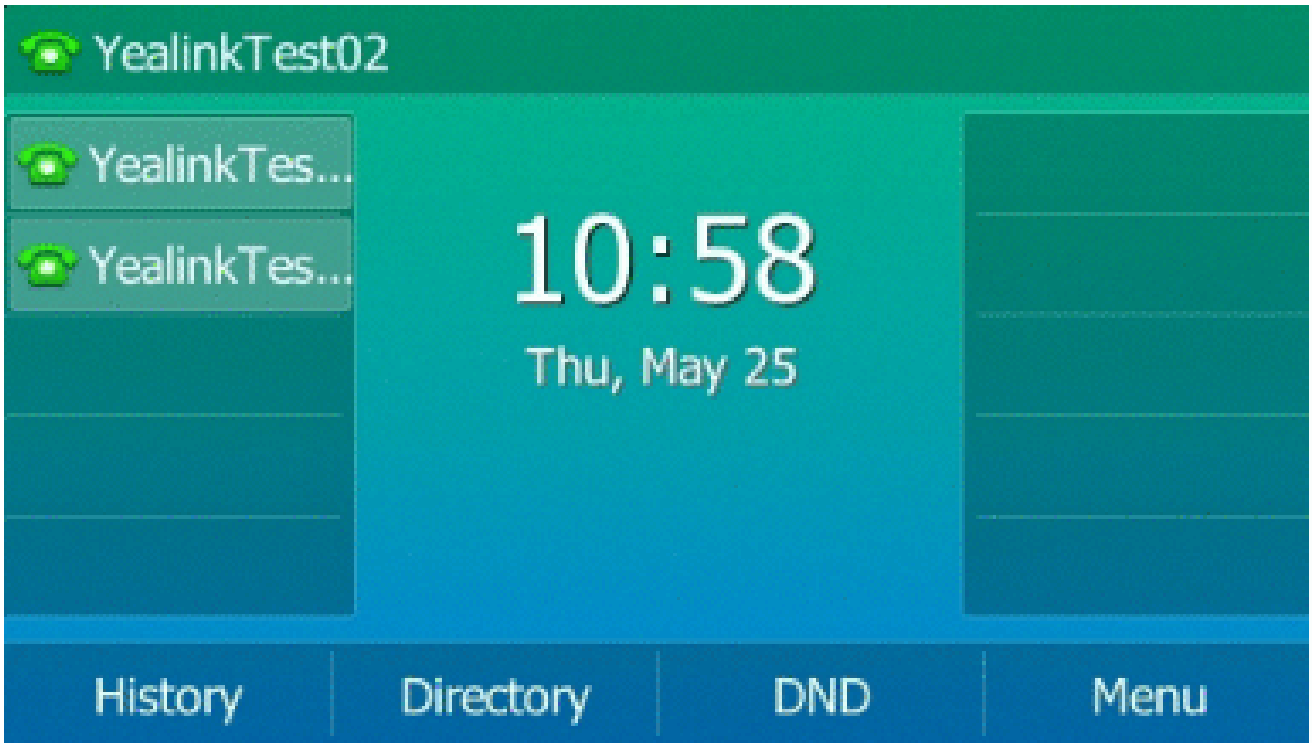
In the Local Directory, you can enter search criteria to find your desired contact quickly.

Procedure

1. Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:

- *The following takes T54W for example.*



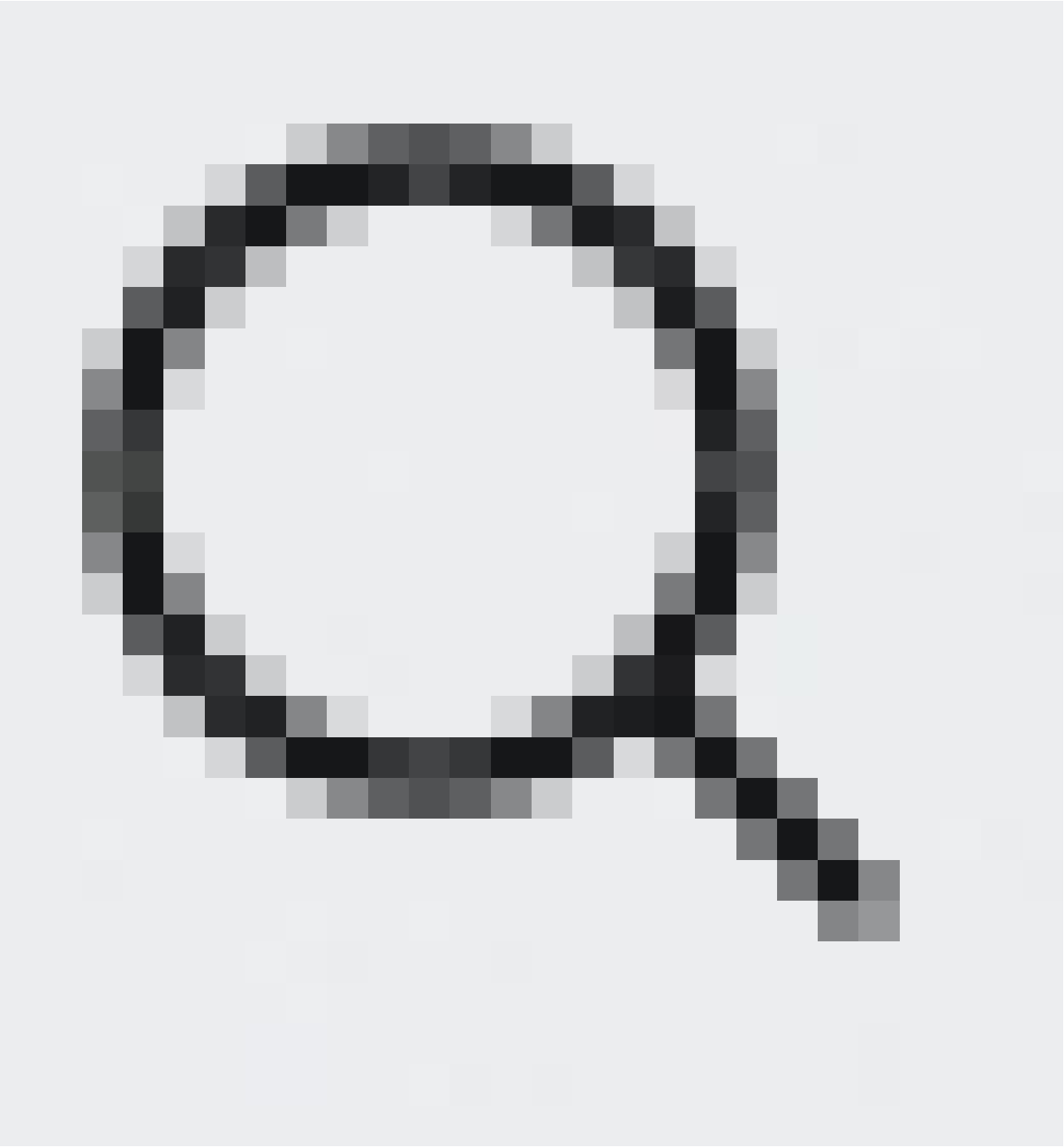
a. Select **Directory** (**Dir**) or go to **Menu** > **Directory** > **Local Directory**.

b. Select **Search**.

- For T77U/T85W/T87W phones:

a. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.

b. Select

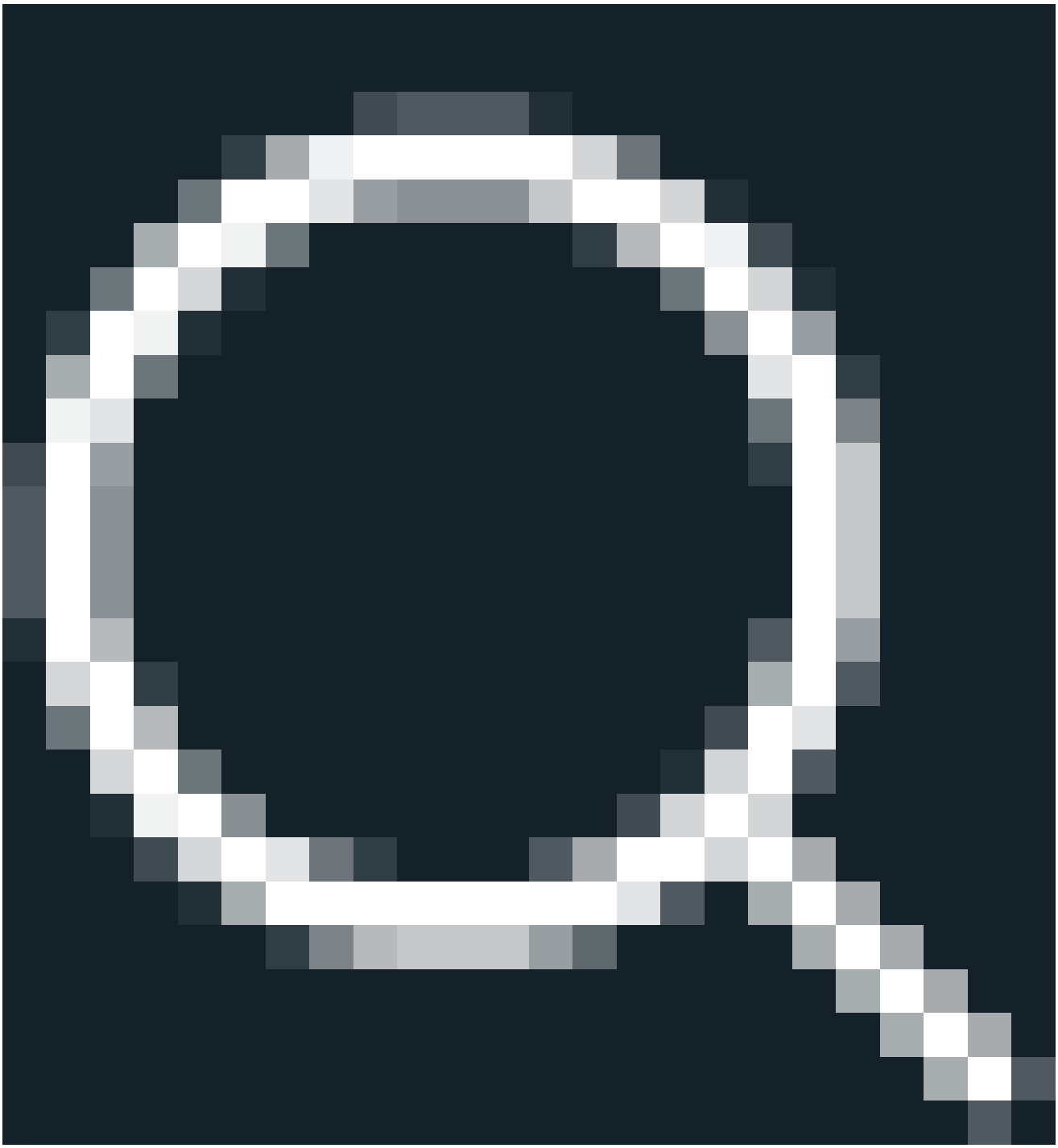


.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **Local Directory**.

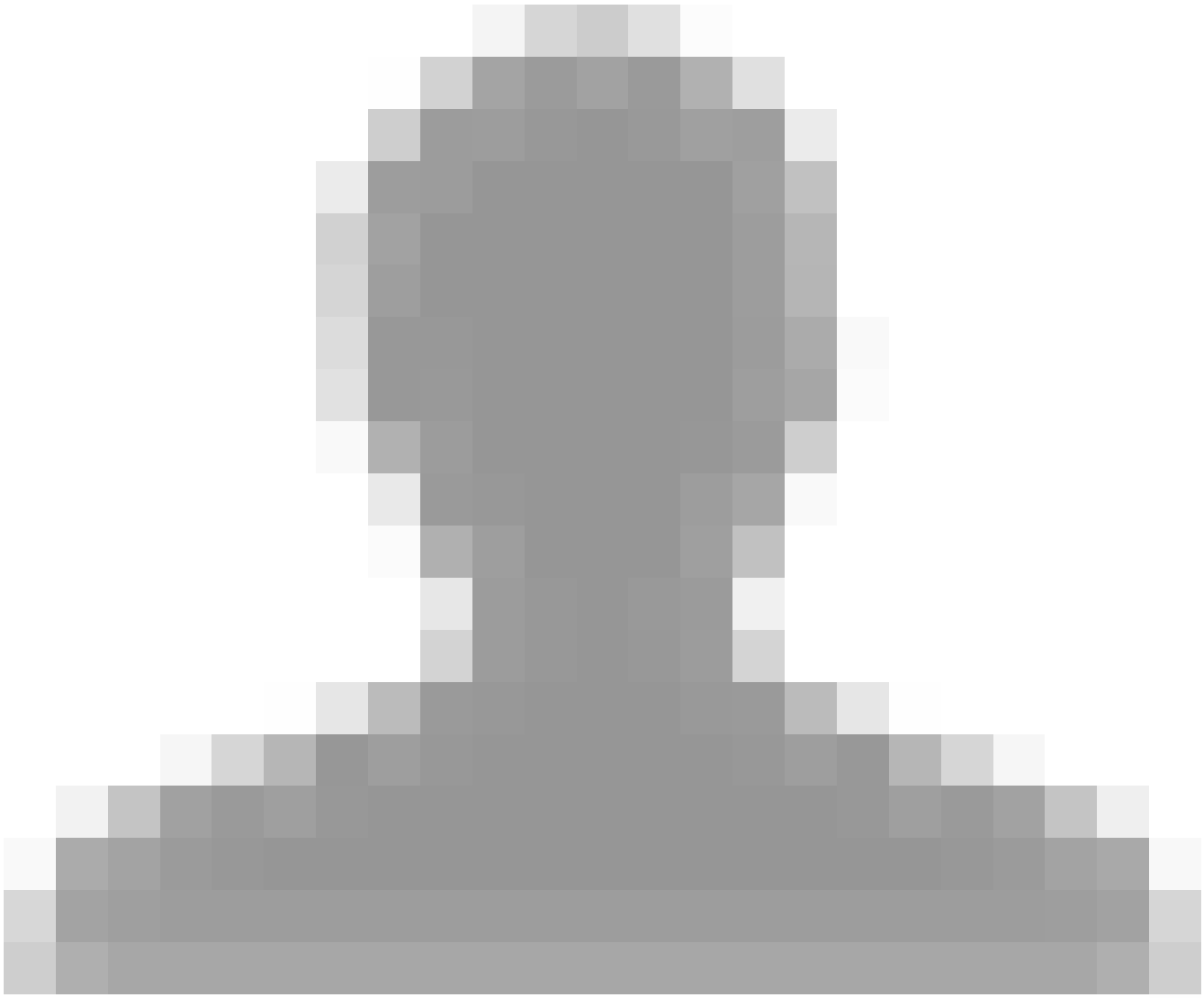
  b. Select



.

- For VP59/T58A/T58W phones:

  a. Go to

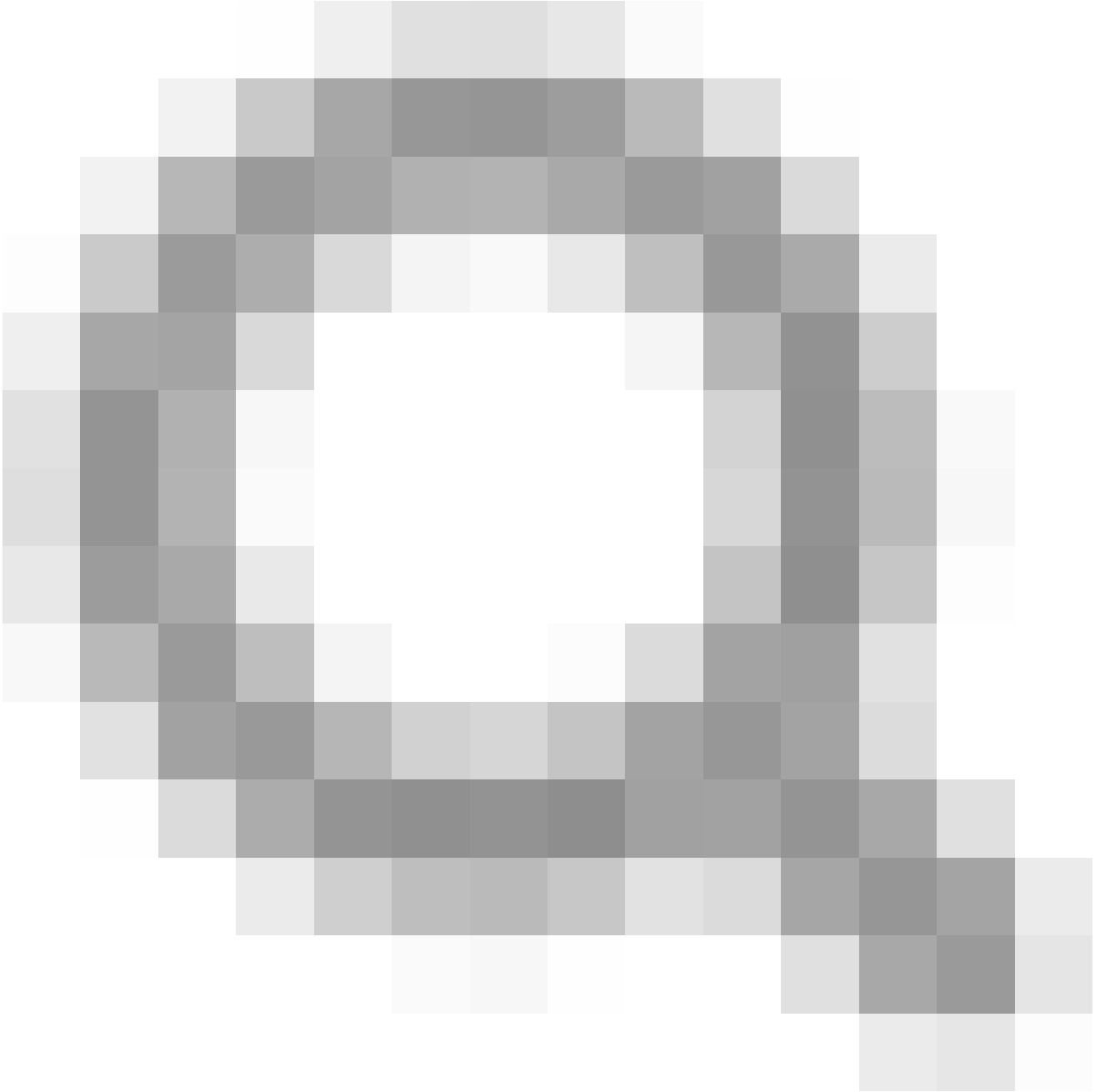


/

.

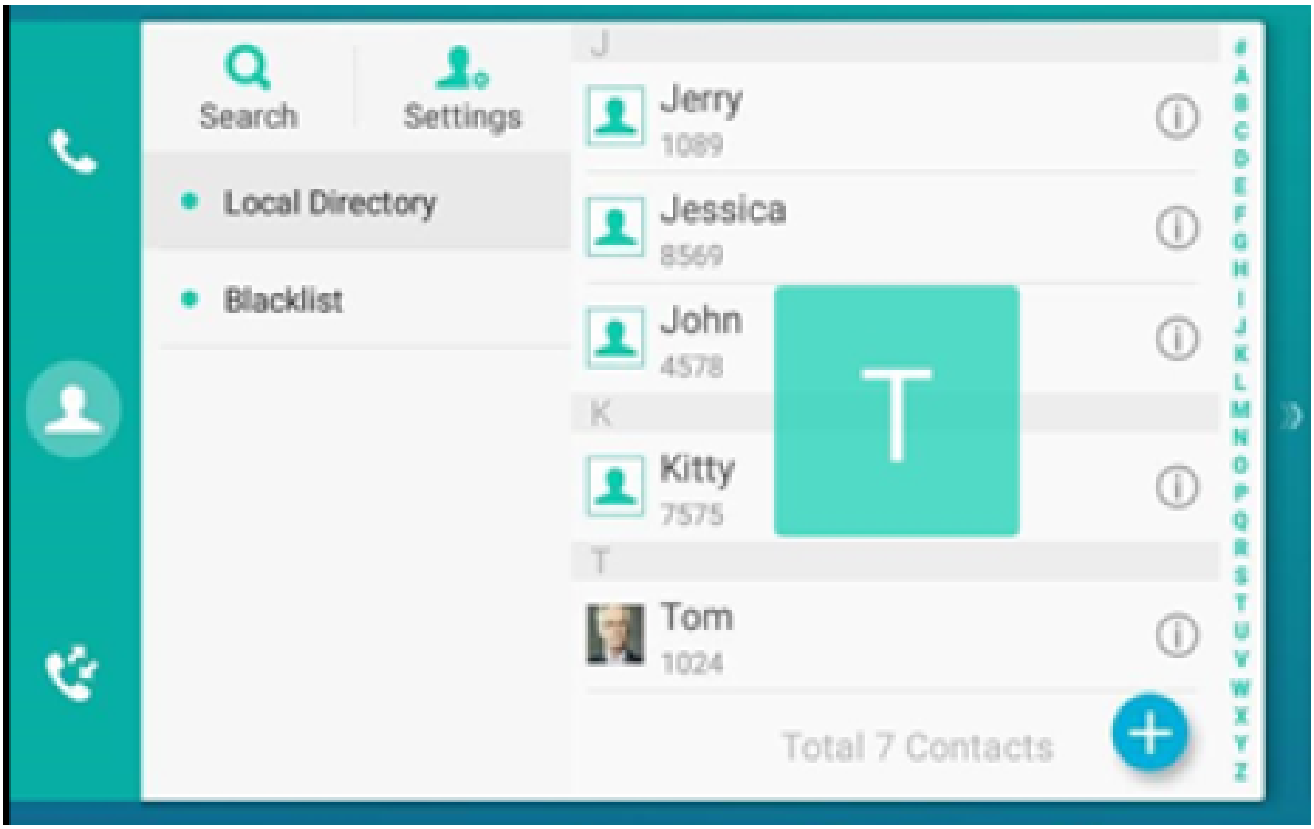
b. Do one of the following:

- Select **Search** or



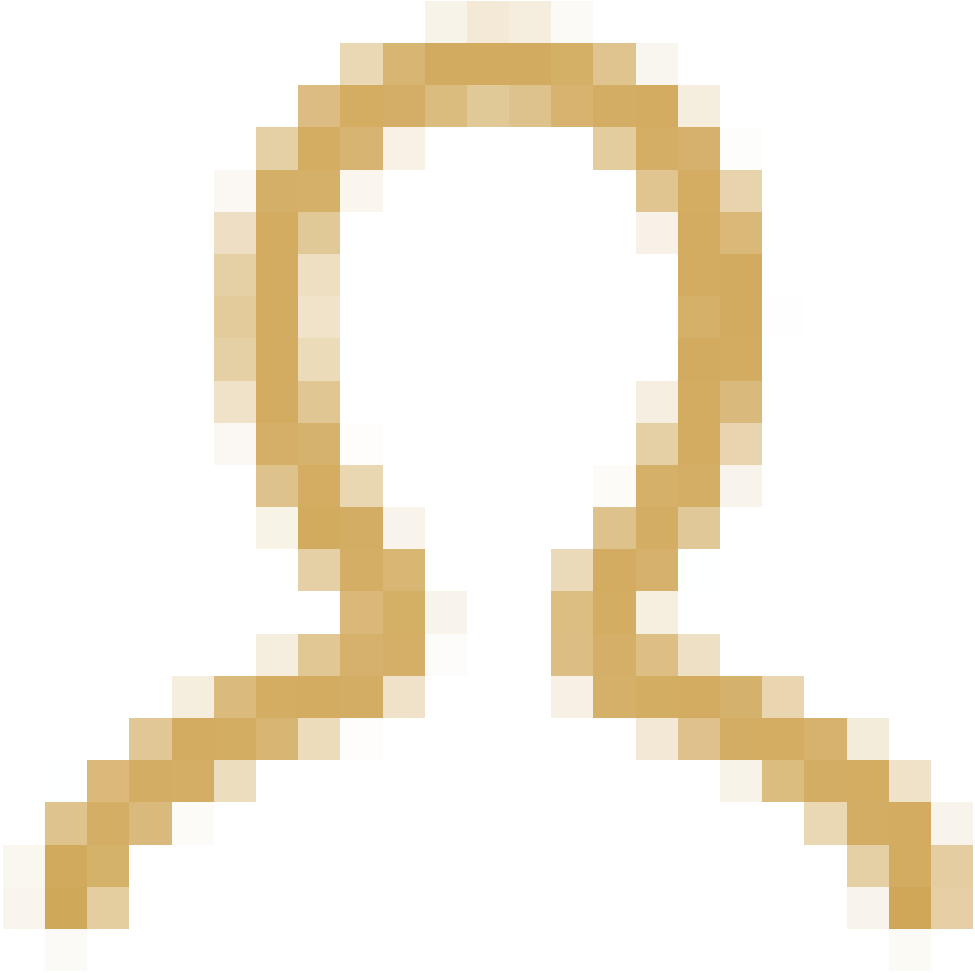
.

- Enter your search criteria in the search field.
- Select the desired letter (for example, T) along the right side to jump to contacts whose names start with T or t.



- For CP925/CP935W/CP965 phones:

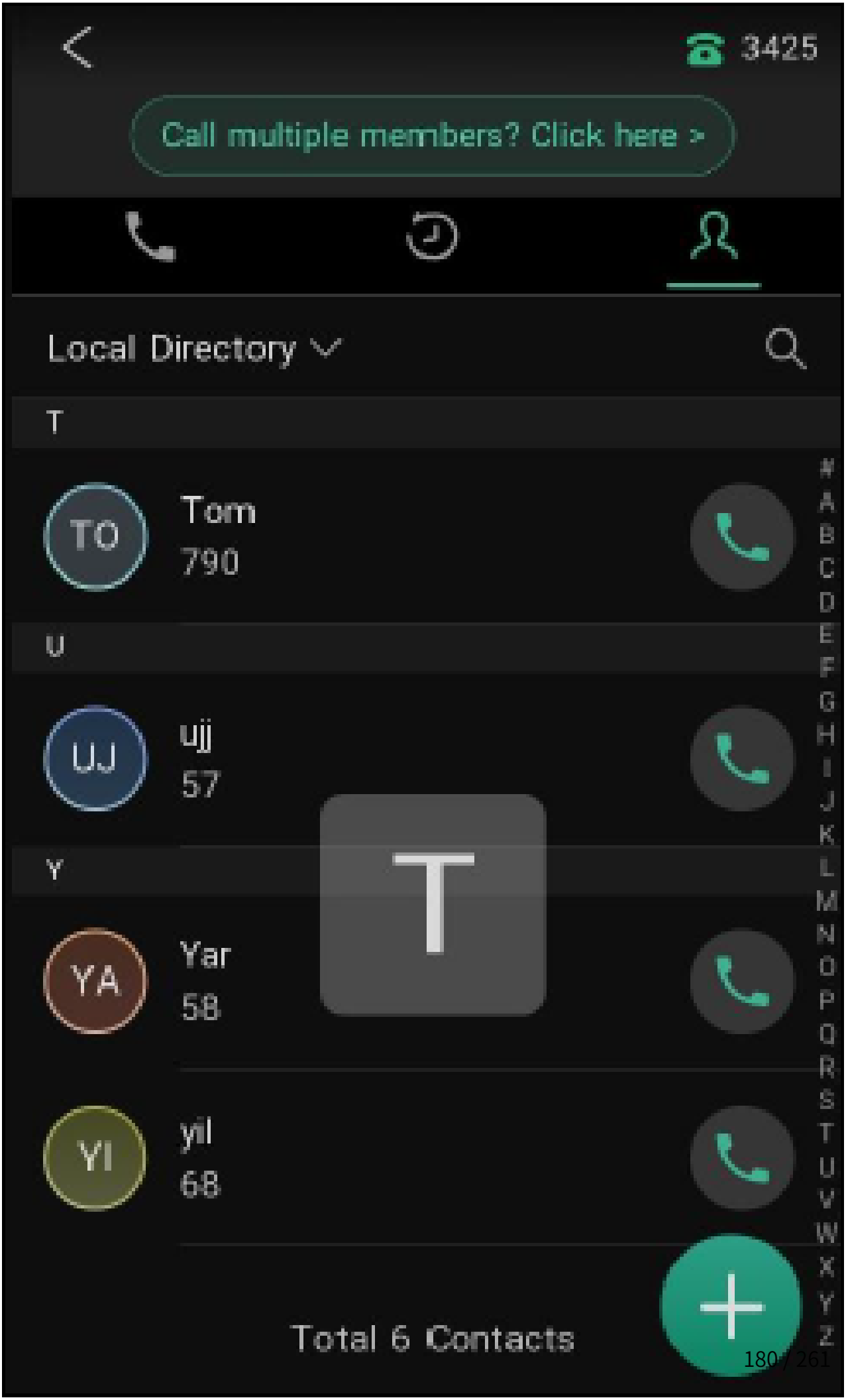
  a. Go to



.

b. Do one of the following:

- Select **Search**.
- Enter your search criteria in the search field.
- Select the desired letter (for example, T) along the right side to jump to contacts whose names start with T or t.


3425
Call multiple members? Click here >
Local Directory
T
TO
Tom
790
U
UJ
uji
57
Y
YA
Yar
58
YI
yil
68
T
Total 6 Contacts

c. Enter your search criteria in the search field.

Favorite

Add Favorites

Introduction

Favorites are the contacts in your Local Directory that you call most often.

If your system administrator has enabled the Favorites feature for you, you can add contacts as favorites, view favorites on the idle screen, reorder favorites, and delete favorites.

After adding a contact as a favorite, your phone will automatically assign a Speed Dial key for it. You can quickly dial a contact using the Speed Dial key on the idle screen.

On all IP phones, a star is displayed in the Local Directory for a contact saved as the favorite.

Add Existed Contact to Your Favorites

You can add an existing contact as a favorite from the Local Directory.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
  a. Select **Directory** (**Dir**) or go to **Menu** > **Directory** > **Local Directory**.
  b. Select the desired contact, and select **Option**.
  c. Select **Copy to Favorites**.
  d. For T48S/T48G/T48U/T57W phones, tap

after the desired entry.

e. *The phone prompts you to automatically accept the next available index number or manually enter your own.*

d. Select **OK** to automatically accept an index number or select **Edit** or **Cancel** to enter an index number (1- 999999999).

- For T77U/T85W/T87W phones:

a. Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.

b. Select

behind the desired contact.

c. Select **Favorites**.

d. *The phone prompts you to automatically accept the next available index number or manually enter your own.*

d. Select **OK** to automatically accept an index number or select **Edit** or **Cancel** to enter an

index number (1- 999999999).

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **Local Directory**.

  b. Select the desired contact.

  c. Select

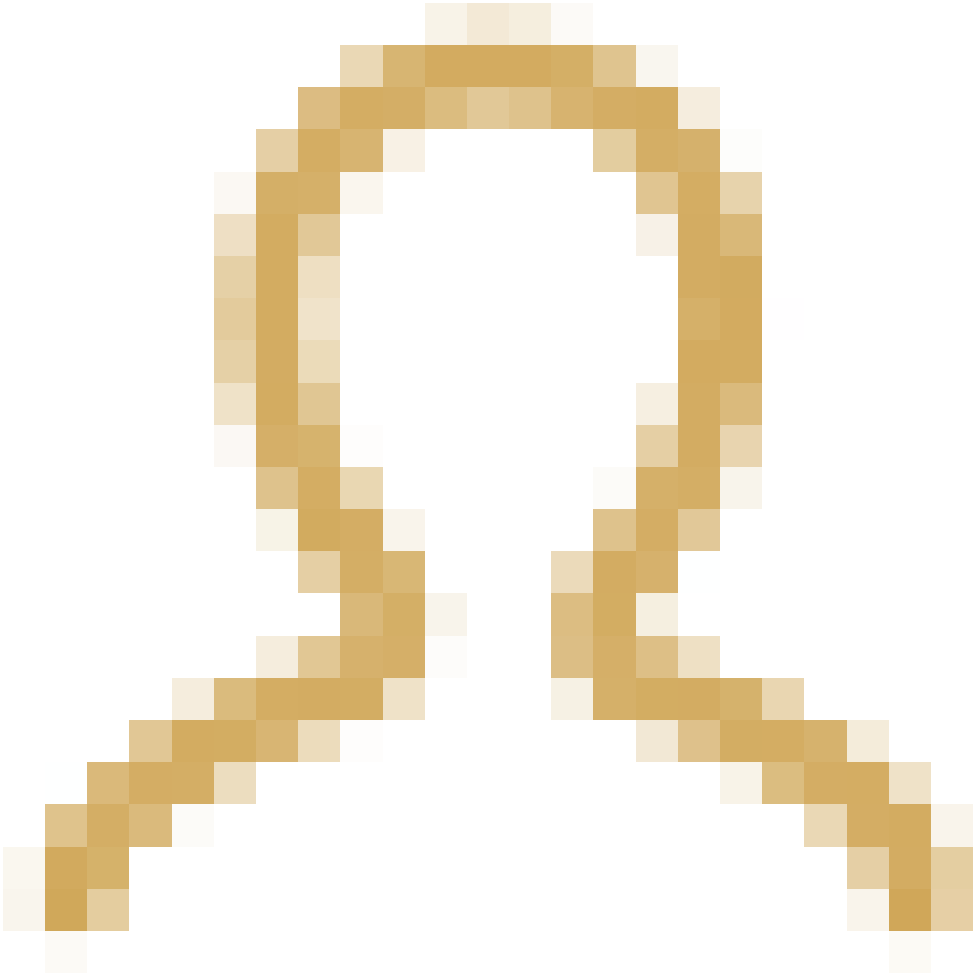
.

  d. *The phone prompts you to automatically accept the next available index number or manually enter your own.*

  d. Select **OK** to automatically accept an index number or select **Edit Index** or **Cancel** to enter an index number (1- 999999999).

- For CP925/CP935W/CP965 phones:

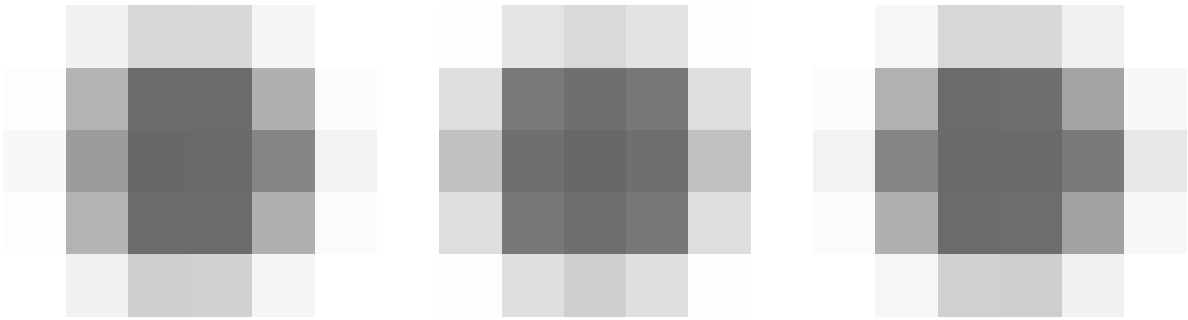
a. Select



.

b. If you want to edit a contact from the specified contact group, select **Local Directory** to select the desired contact group.

c. Tap the desired contact and select

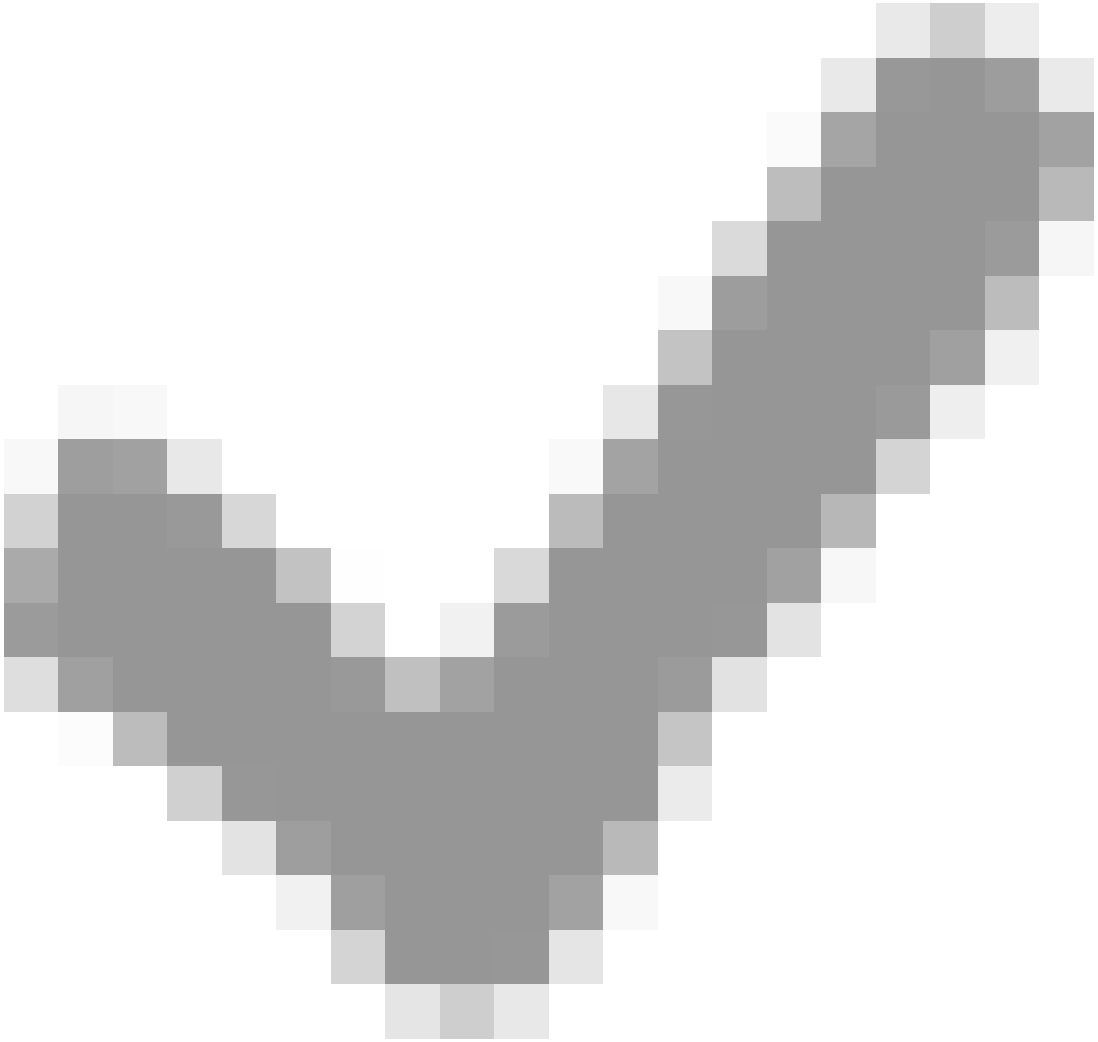


.

d. Select **Copy to Favorites**.

e. *The phone prompts you to automatically accept the next available index number or manually enter your own.*

e. Select



to automatically accept an index number or select **Edit** or **Cancel** to enter an index number (1- 999999999).

Add New Contact to Your Favorites

You can add a new contact as a favorite by designating an index number.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
  a. Select **Directory** (**Dir**) or go to **Menu** > **Directory** > **Favorite**.

b. Select **Add**.

- For T77U/T85W/T87W phones:

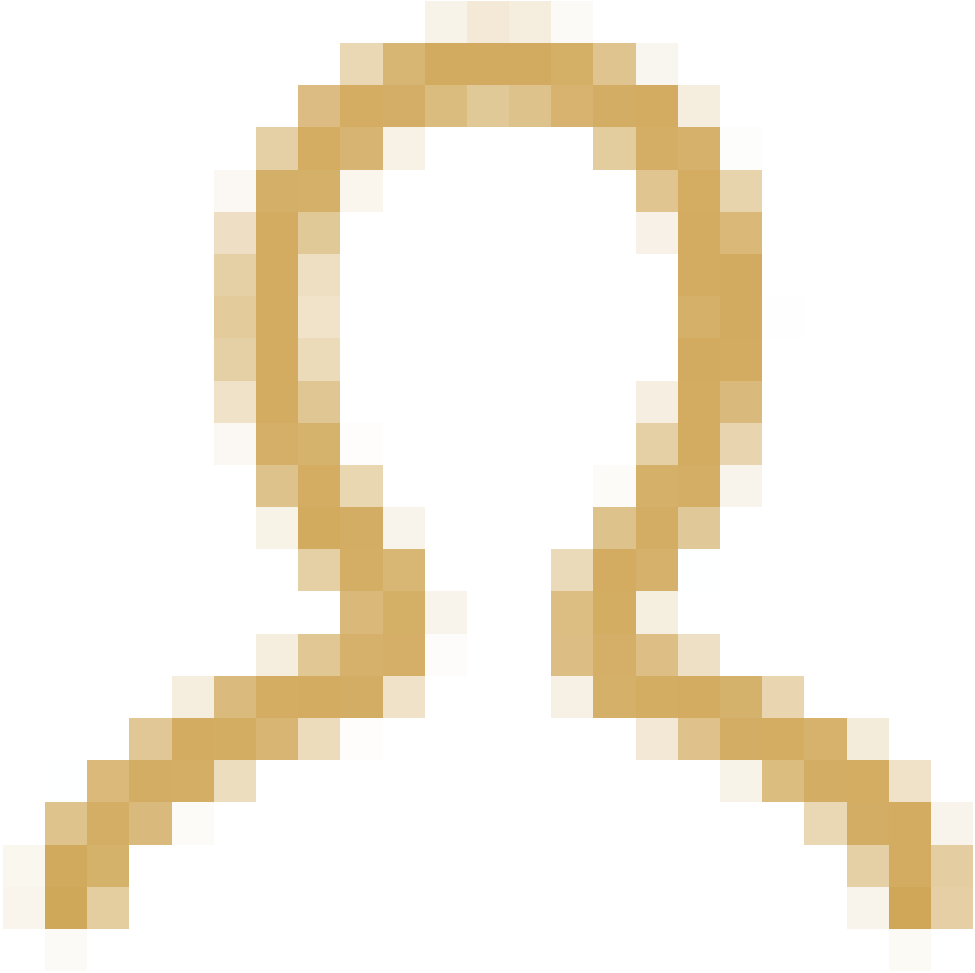
  a. Select **Directory** or go to **Menu** > **Directory** > **Favorite**.

  b. Select

.

- For CP925/CP935W/CP965 phones:

  a. Select



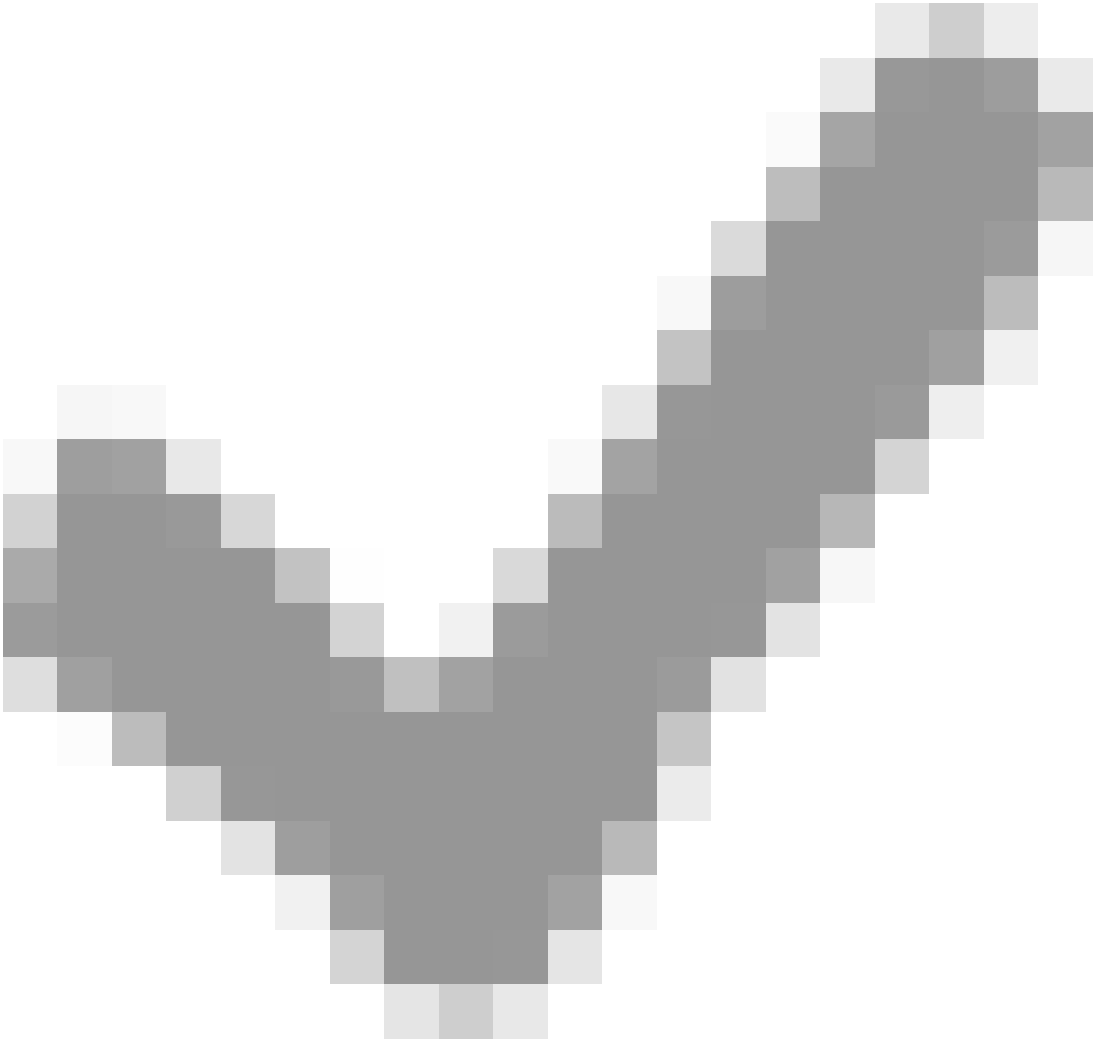
.

b. If you want to edit a contact from the specified contact group, select **Local Directory** to select the desired contact group.

c. Select

.

1. Enter the contact information.
2. Enter the desired index number (1-999999999) in the **Favorite Index** field.
3. Select **Save** or



.

View & Reorder & Delete Favorites

View Favorites

You can view a list of favorites in the Favorites directory.

Procedure

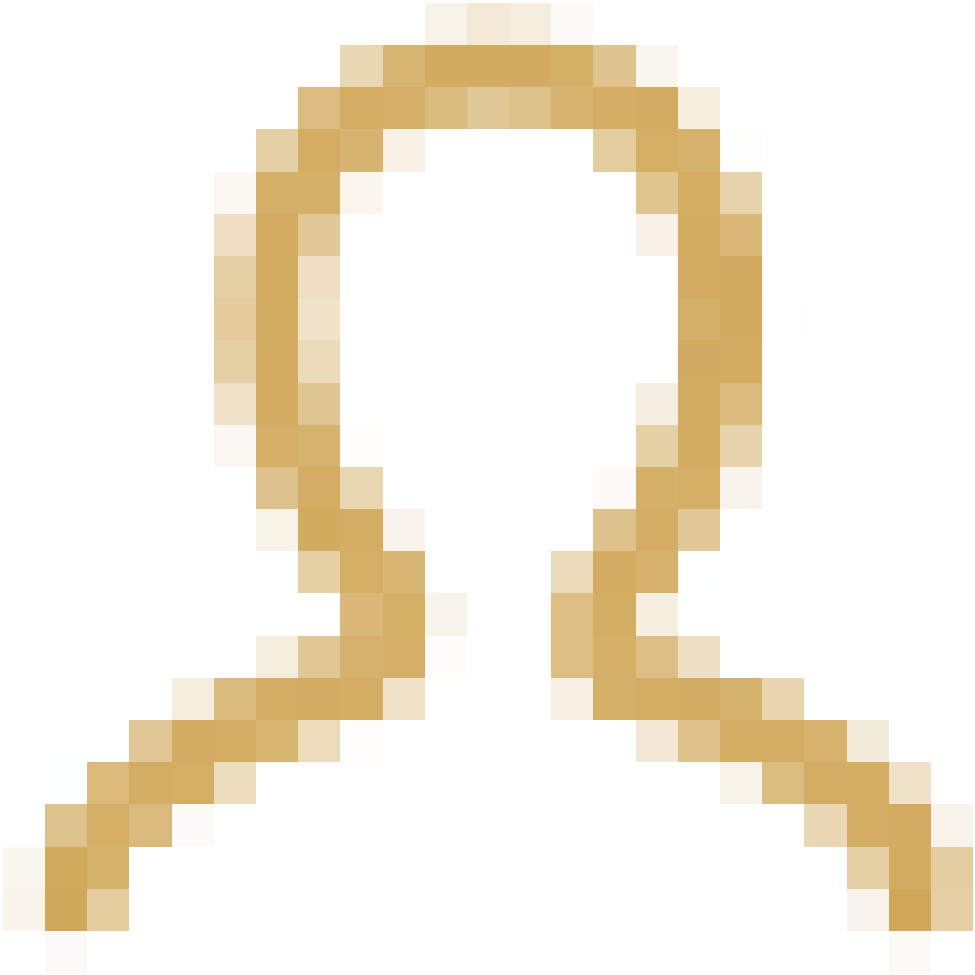
Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Directory** >

Favorites or **Directory** > **Favorites**.

- For T88W (Pro)/T88V Pro phones, go to **Contact** > **Favorites**.
- For CP925/CP935W/CP965 phones:

  a. Select



.

  b. Tap **Local Directory** to select **Favorites**.

Reorder Favorites

You can reorder favorites to change the display order in the Favorite.

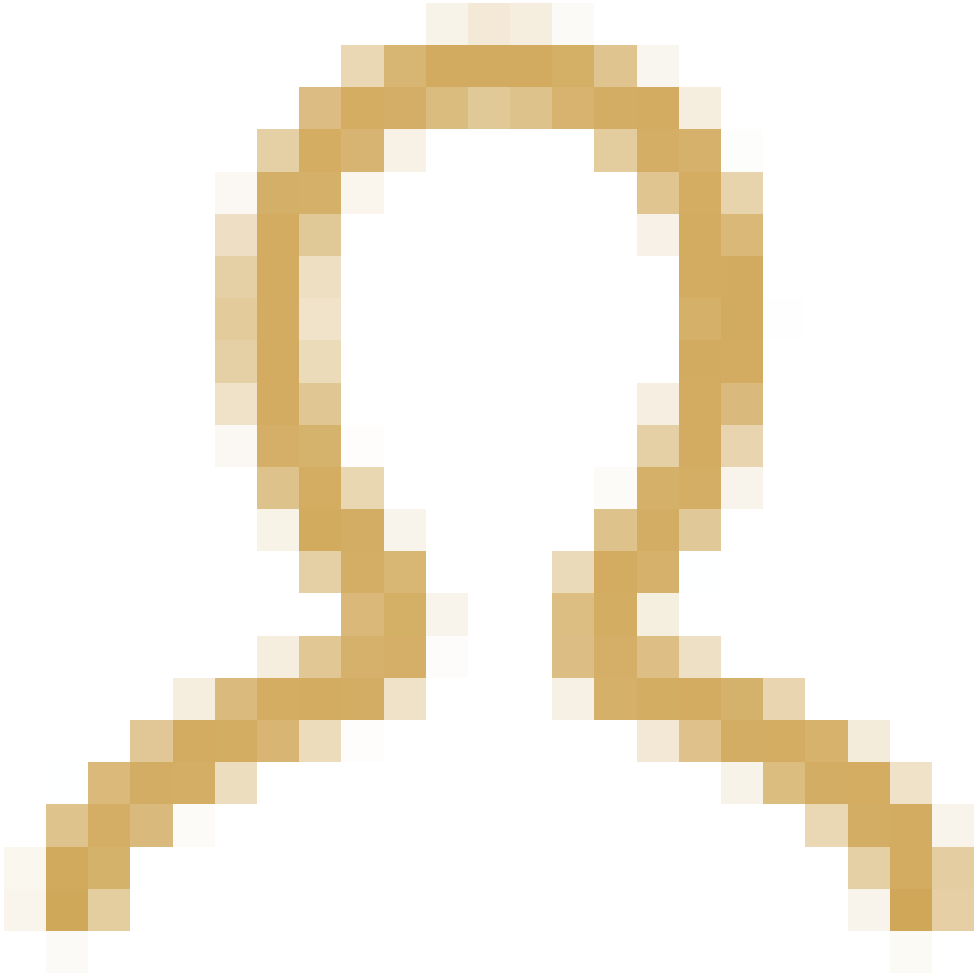
Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Directory** >

Favorites or **Directory** > **Favorite**.

- For T88W (Pro)/T88V Pro phones, go to **Contact** > **Favorite**.
- For CP925/CP935W/CP965 phones:

  i. Select



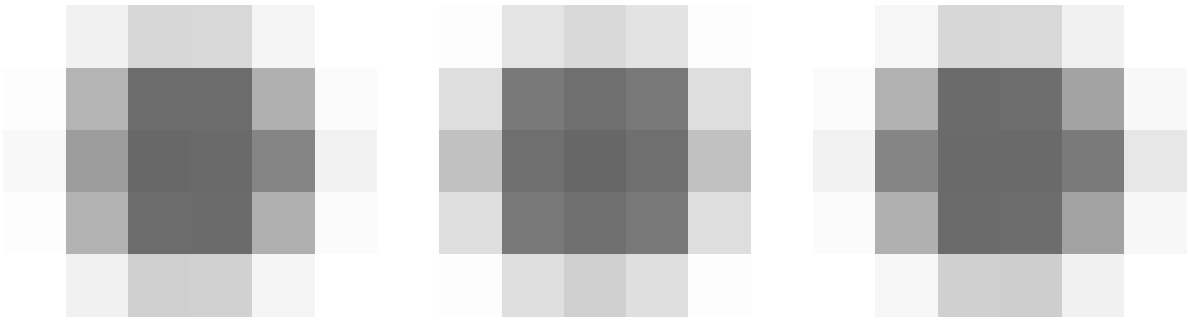
  .

  ii. Tap **Local Directory** to select **Favorites**.

2. Select the desired contact, and select **Option** > **Detail**.
   - For T48U/T48S/T48G/T57W phones, tap

after the desired entry.

- For CP925/CP935W/CP965 phones, tap the desired contact and select

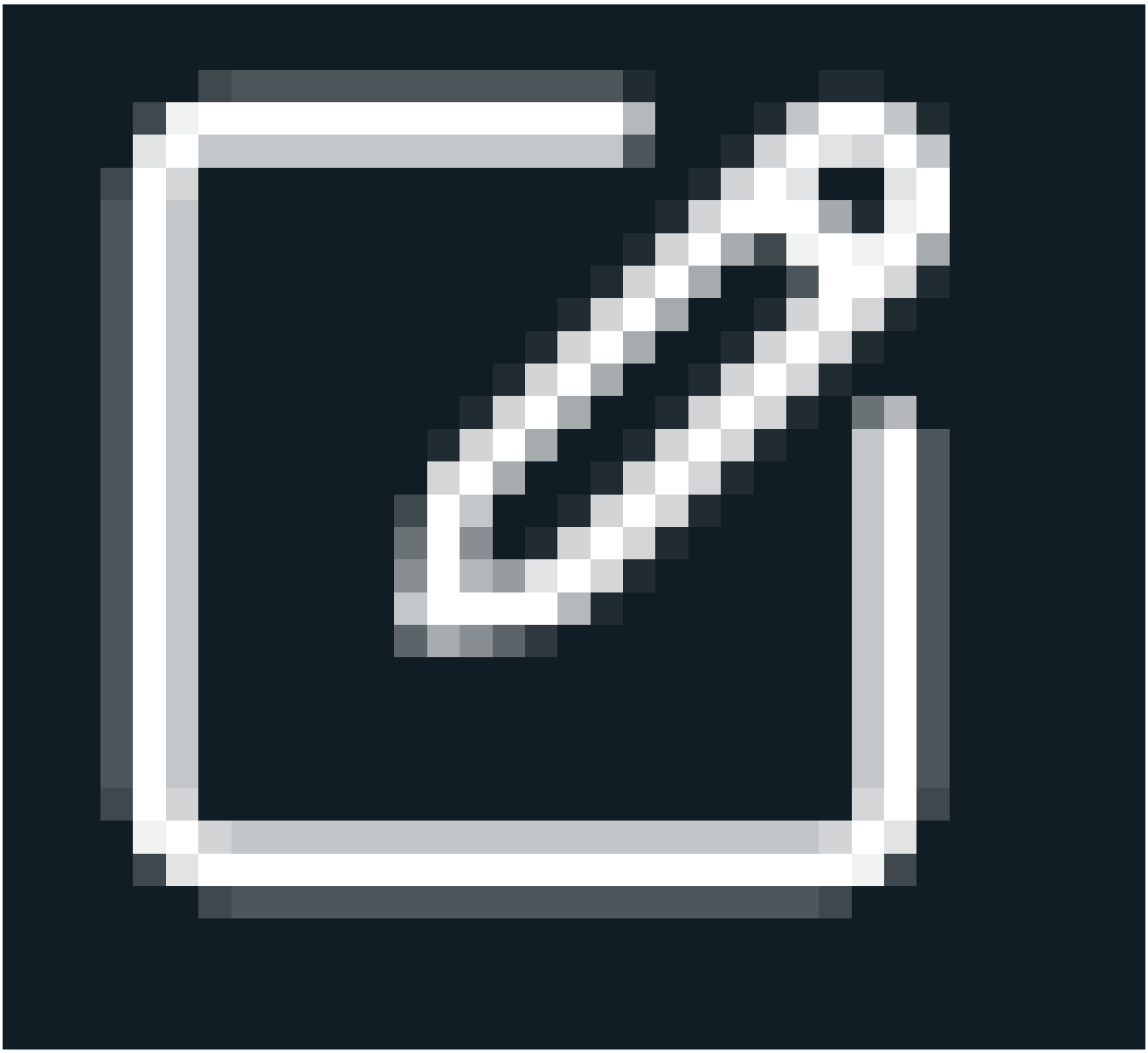


> **Edit**.

- For T77U/T85W/T87W phones, tap

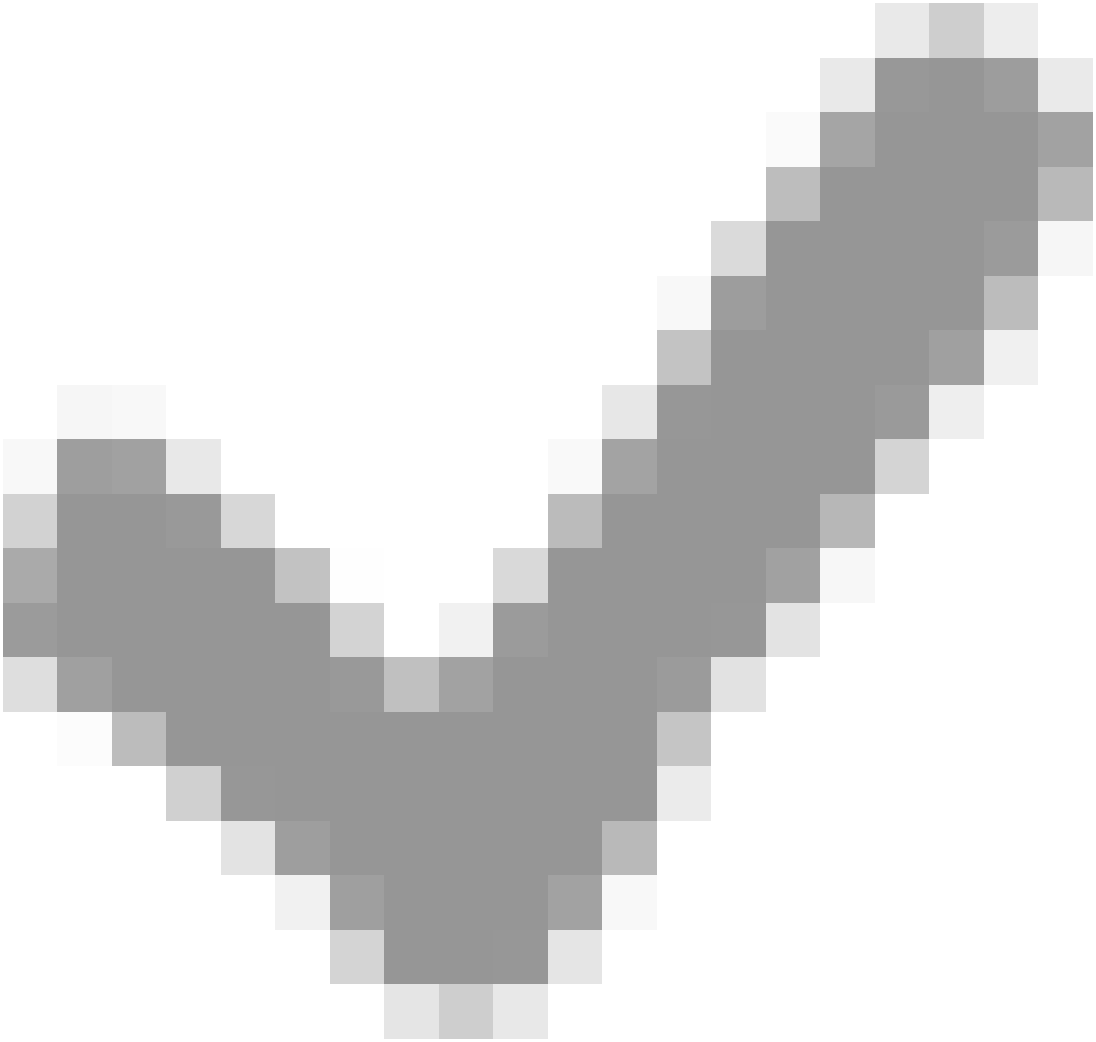
behind the desired contact, and then select **Edit**.

- For T88W (Pro)/T88V Pro phones, tap the desired contact and select the



.

3. Enter a new index number in the **Favorites Index** field.
4. Select **OK** or **Save,** or



.

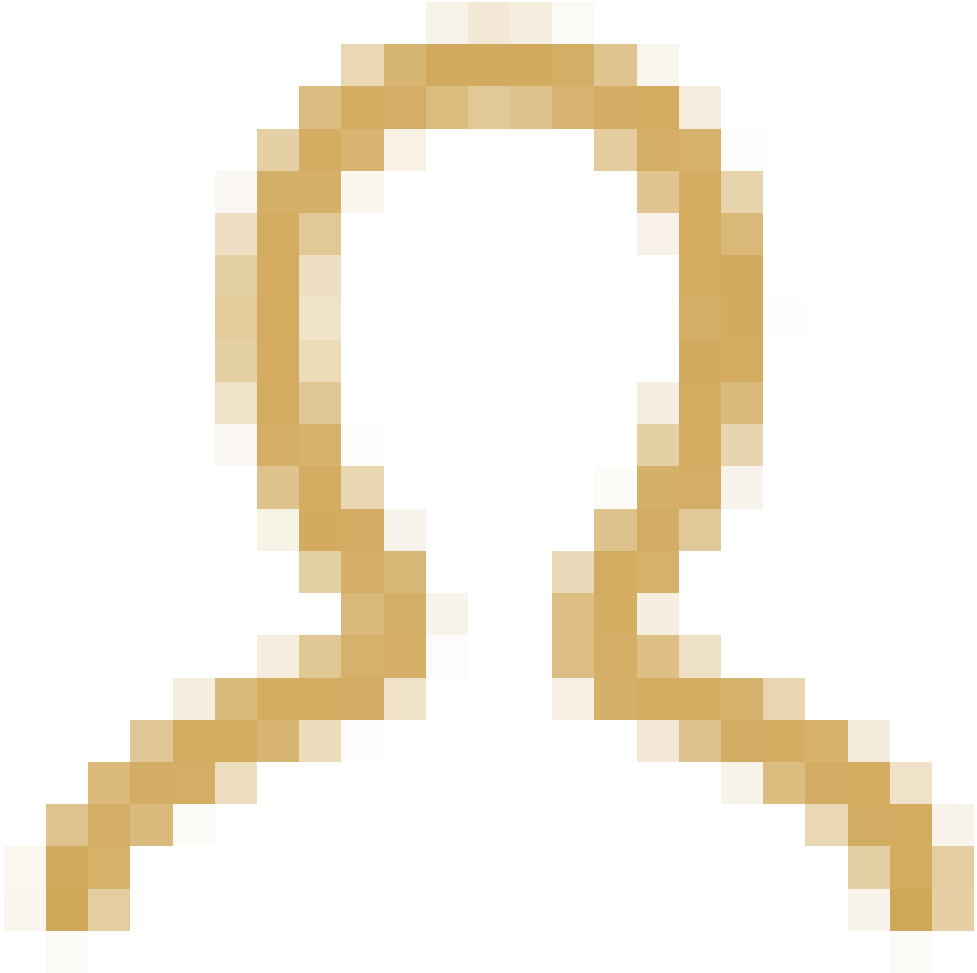
Delete Favorites

You can delete favorites to make room for new favorites.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Directory** > **Favorites** or **Directory** > **Favorite**.
   - For T88W (Pro)/T88V Pro phones, go to **Contact** > **Favorite**.

- For CP925/CP935W/CP965 phones:
  i. Select



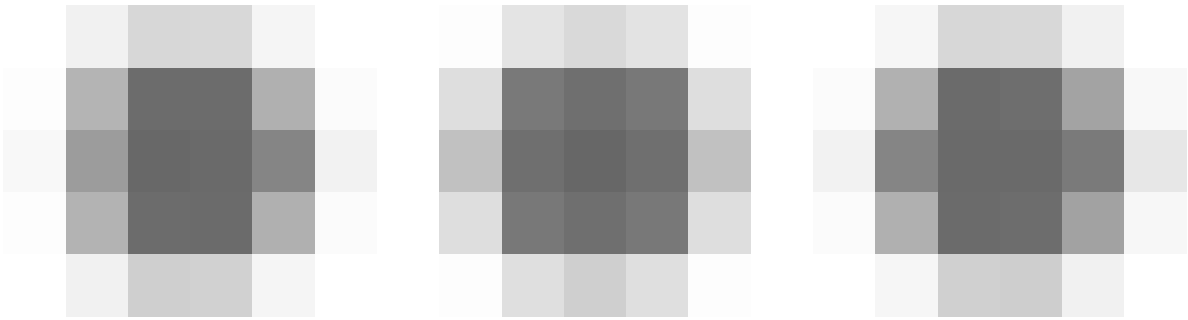
.

  ii. Tap **Local Directory** to select **Favorites**.

2. Select the desired contact, and select **Option** > **Detail**.
   - For T48U/T48S/T48G/T57W phones, tap

after the desired entry.

- For CP925/CP935W/CP965 phones, tap the desired contact and select

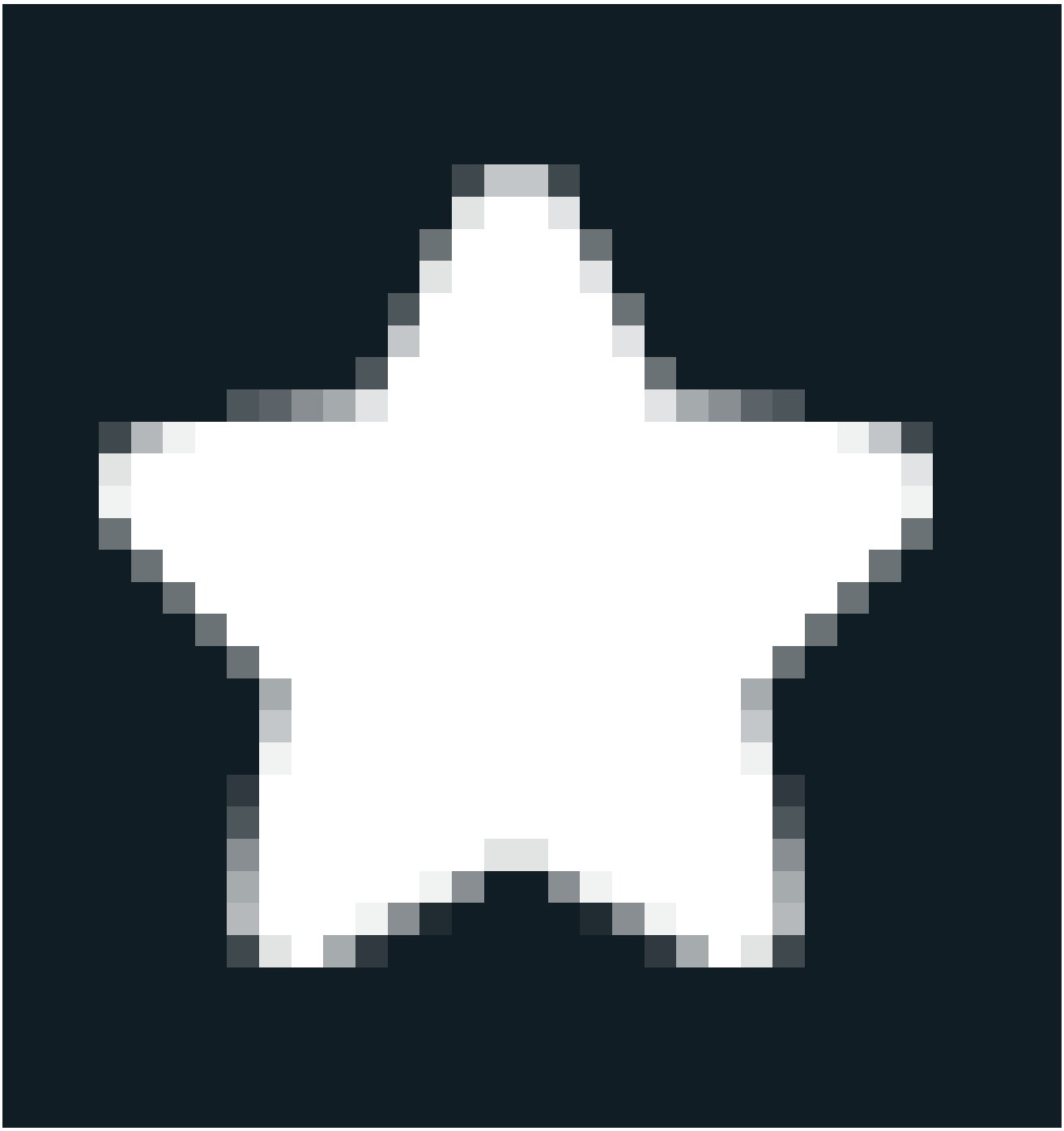


> **Edit**.

- For T77U/T85W/T87W phones, tap

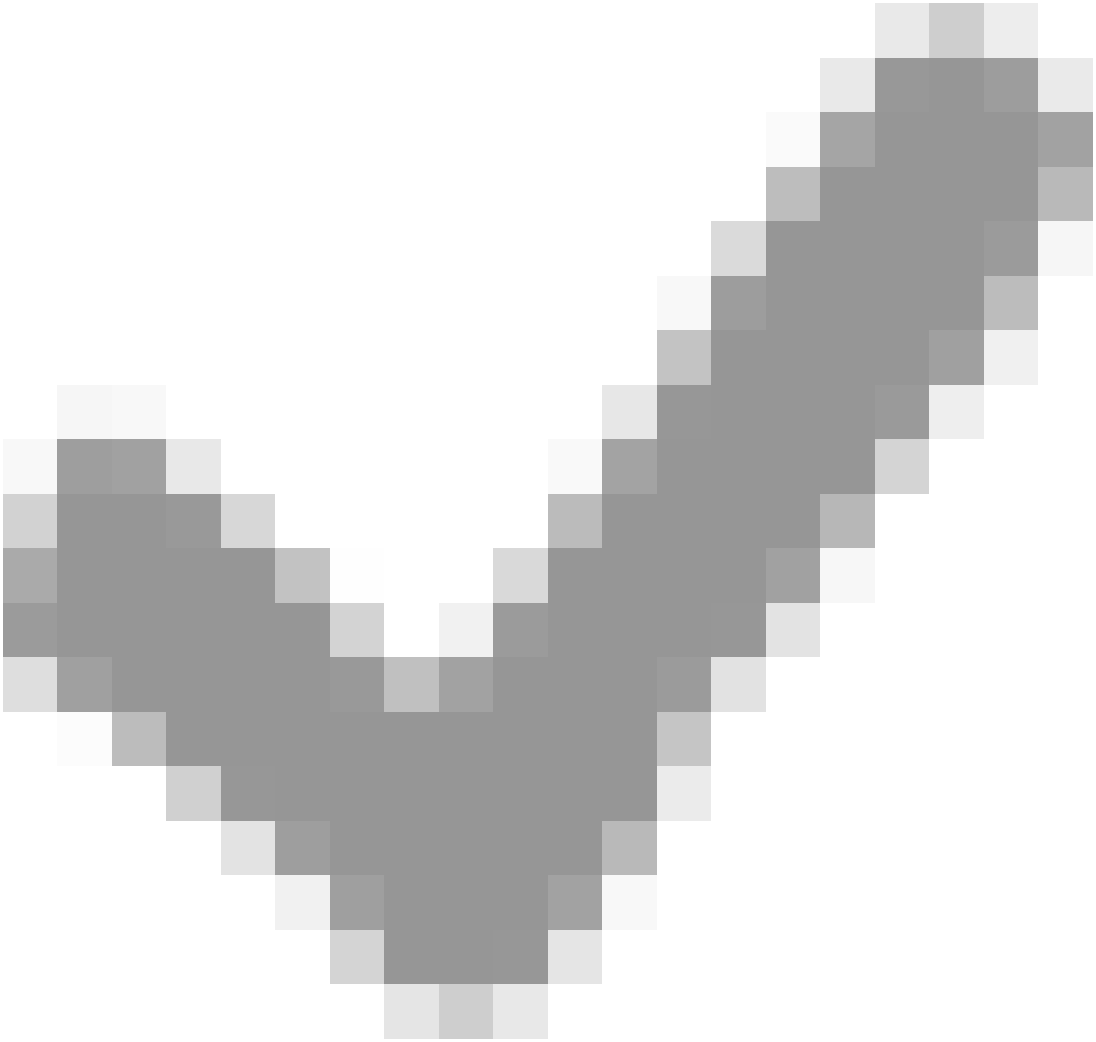
behind the desired contact, and then select the **Remove favorite**.

- For T88W (Pro)/T88V Pro phones, tap the desired contact and select the



.

3. Delete the favorite index number in the **Favorites Index** field.
4. Select **OK** or **Save,** or



.

The contact is removed from the Favorites directory, while it still remains in your Local Directory.

You can also delete a favorite by selecting **Option** > **Remove from Favorites**.

Blocklist

Add & View & Edit & Delete Blocklist Contacts

Introduction

Incoming calls from the Blocklist are rejected automatically. You can store up to 30 contacts in the blocklist to block unwanted callers.

Add Blocklist Contact

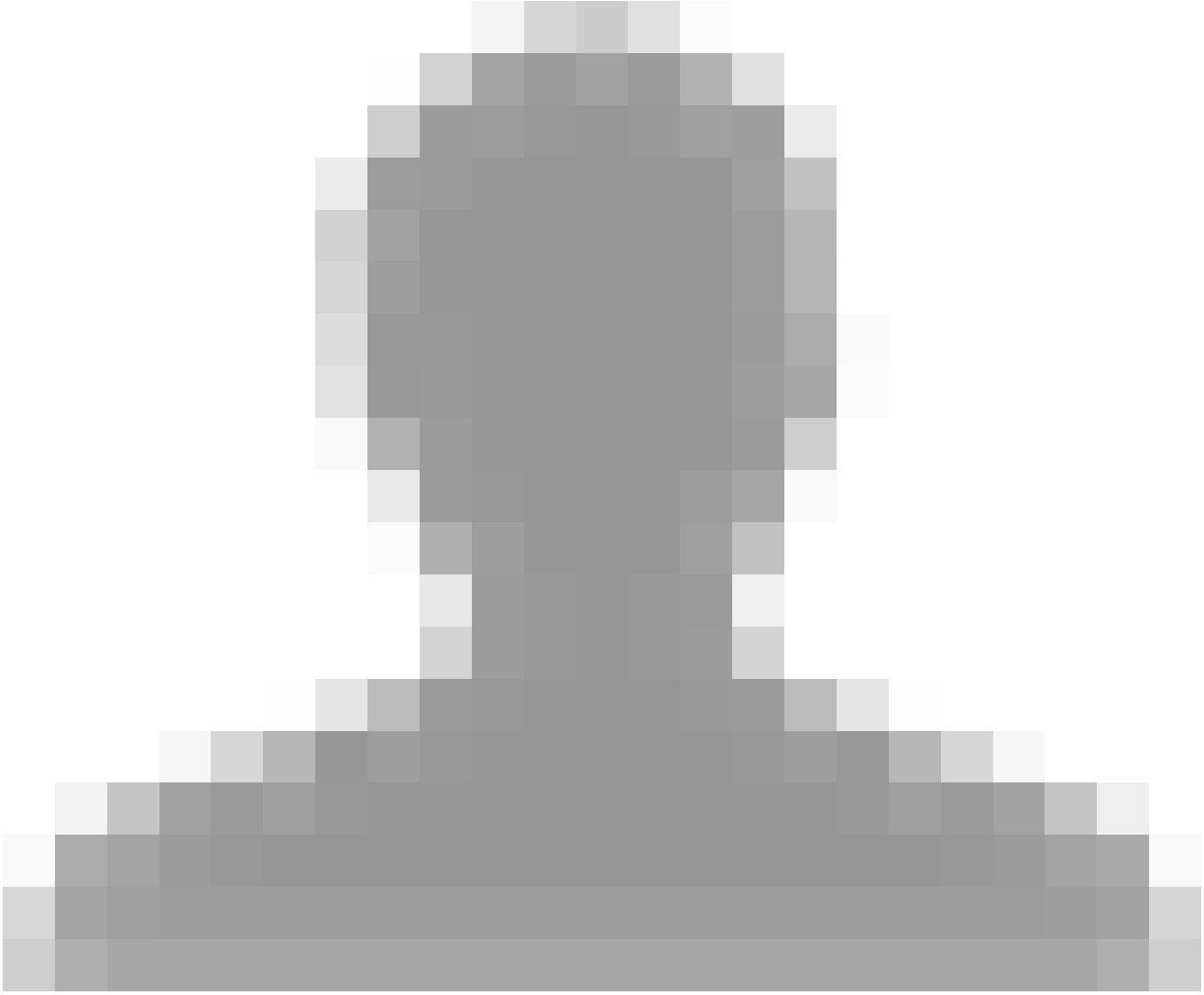
You can add a blocklist contact on the phone to prevent someone from calling you.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
     i. Go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.
     ii. Select **Add**, **Add to Blocklist**, or

.

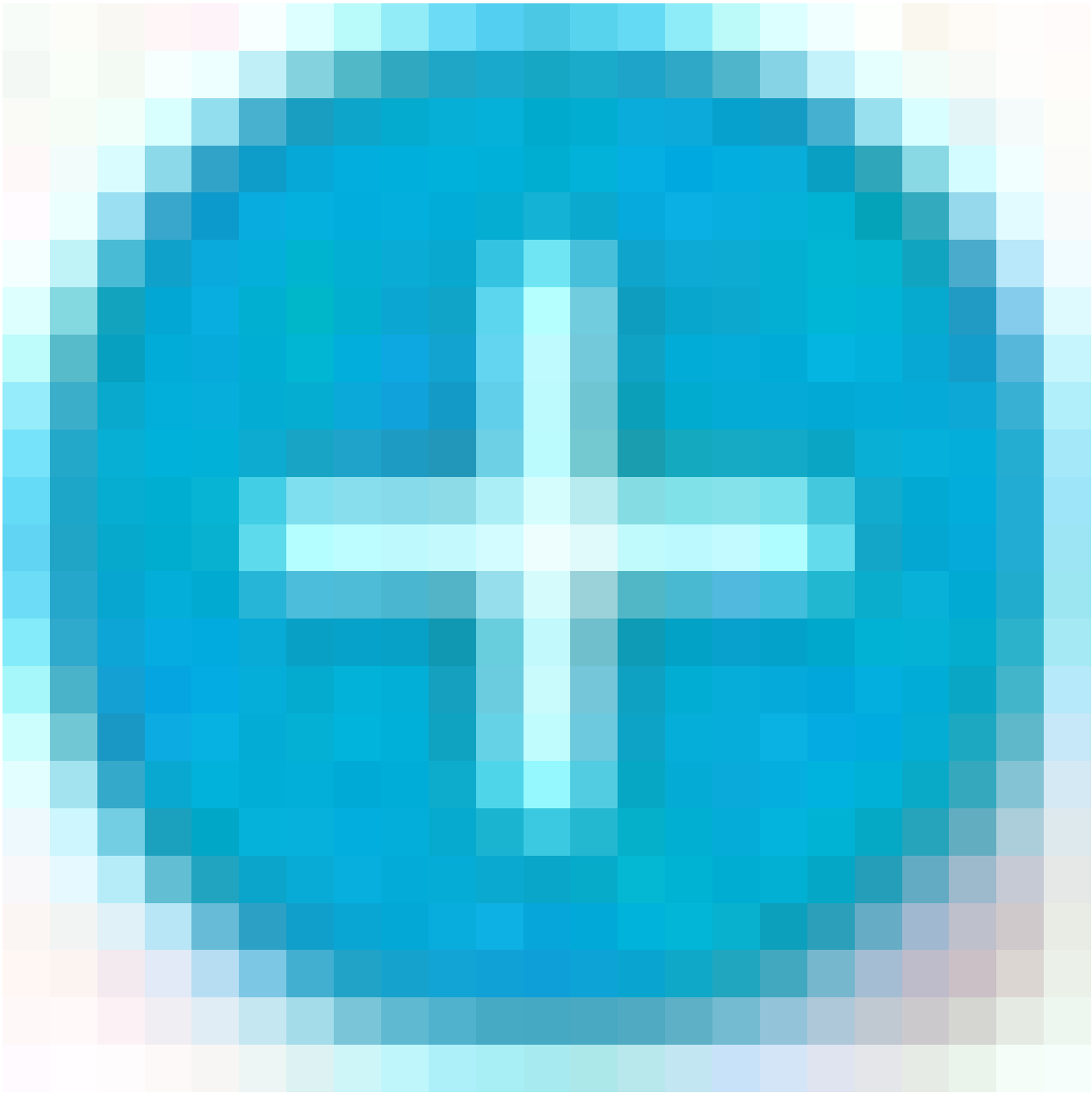
- For VP59/T58A/T58W phones:
  i. Go to



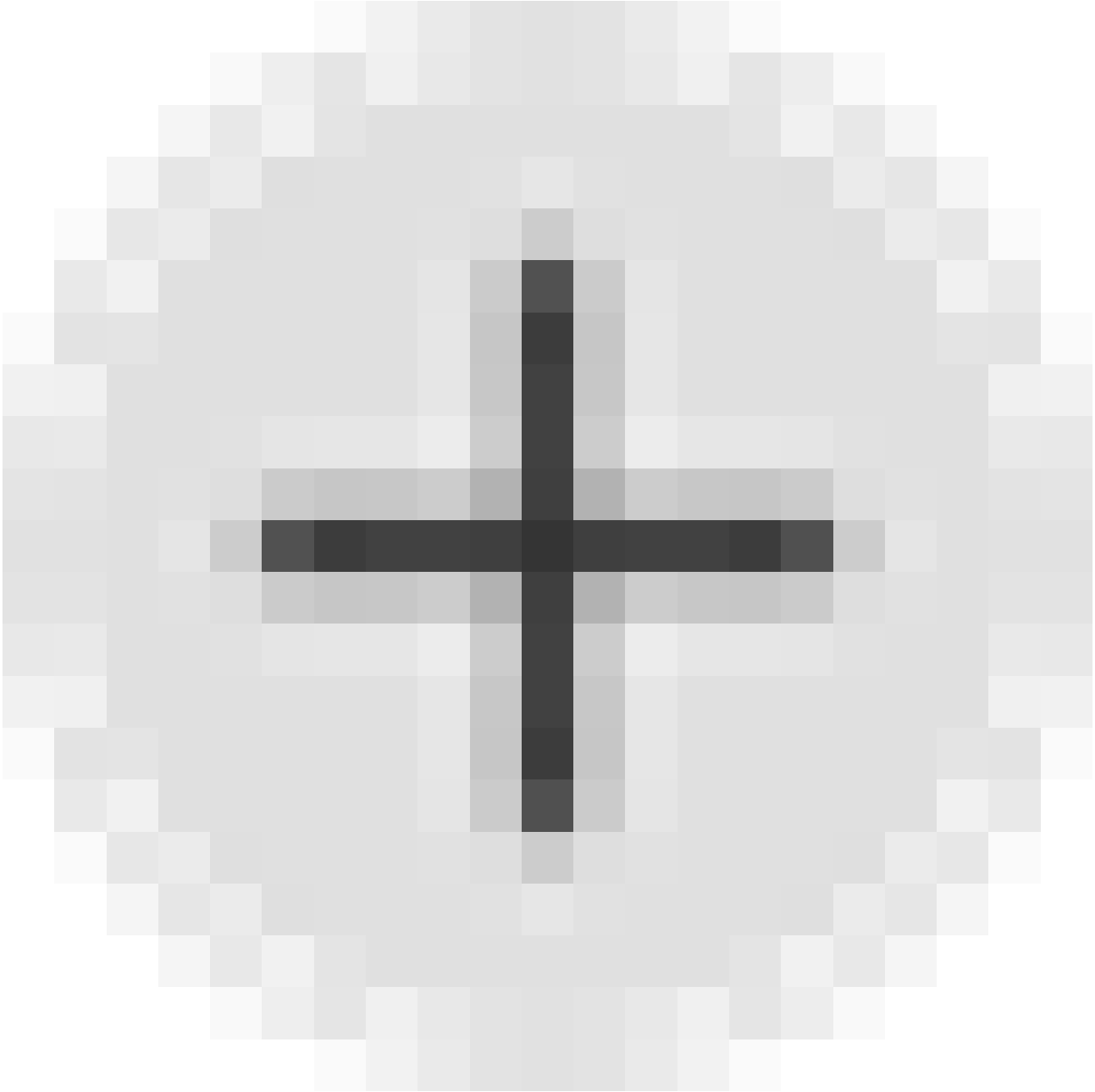
/

> **Blocklist**.

ii. Select

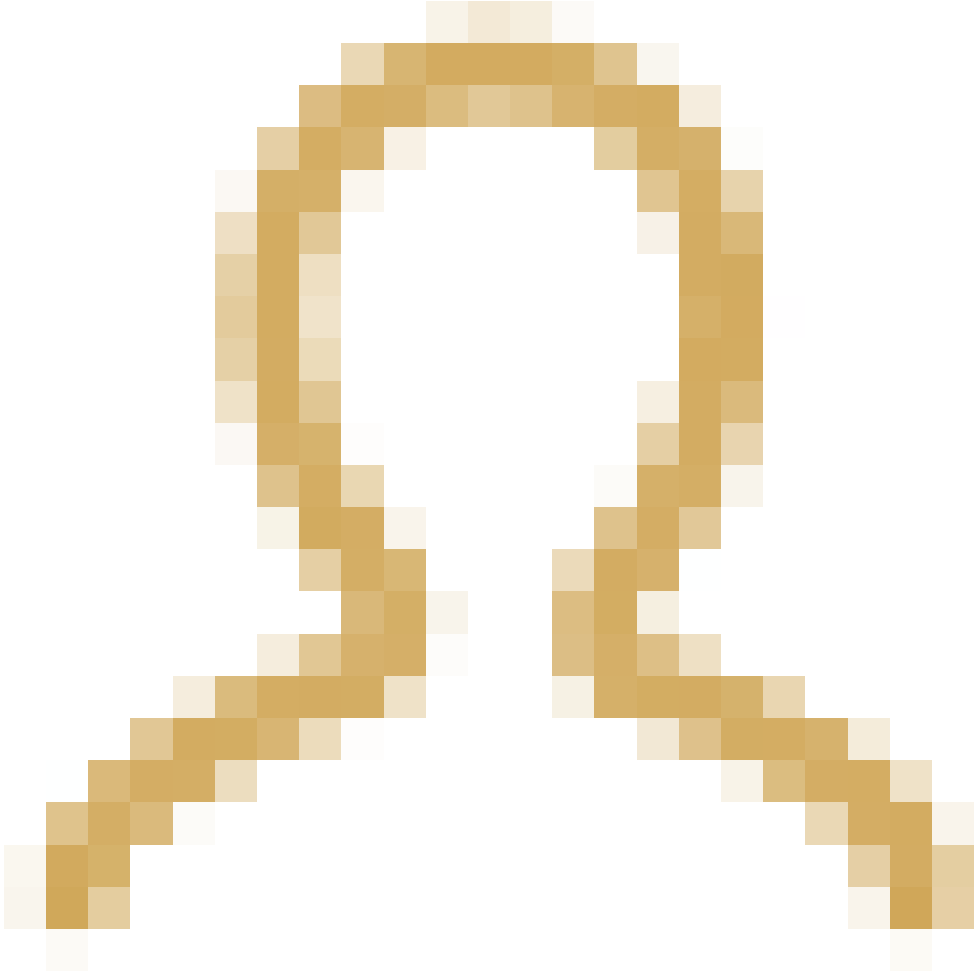


/



.

- For T88W (Pro)/T88V Pro phones:
  i. Go to **Contact** > **Blocklist**.
  ii. Select **Add Contact**.
- For CP925/CP935W/CP965 phones:
  i. Go to



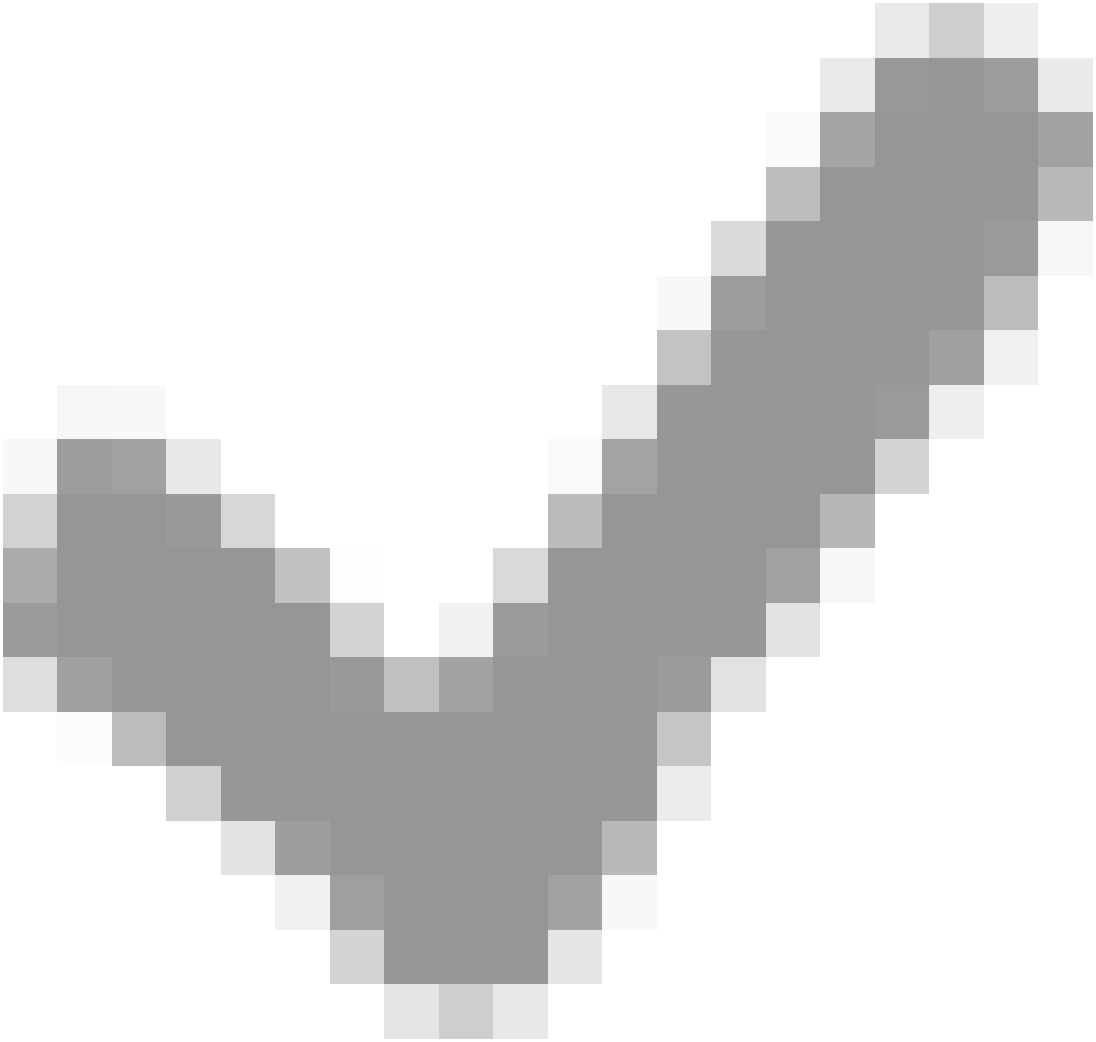
> **Directory** > **Blocklist**.

ii. Select

.

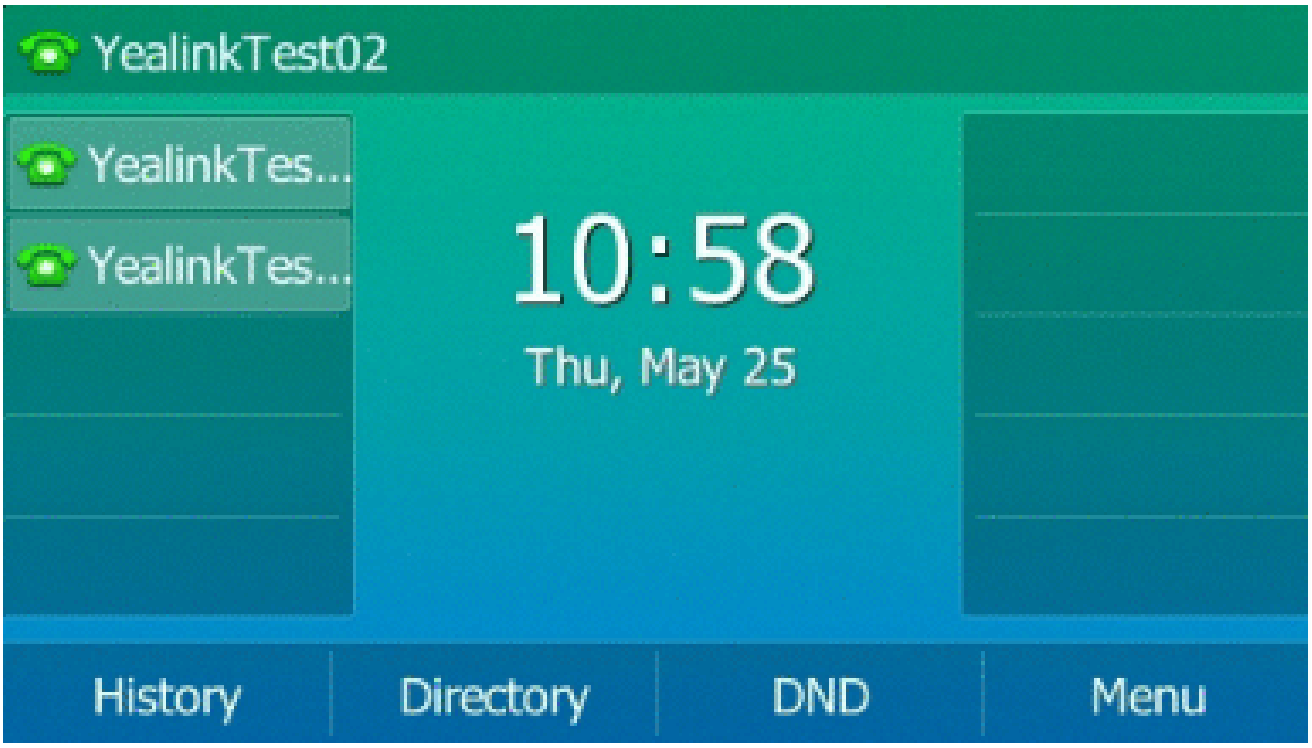
2. Enter the blocklist contact's information.
3. Select **OK**.

- For T48U/T48S/T48G phones, select **Save** or **Add**.
- For CP925/CP935W/CP965 phones, select



.

The following takes T54W for example.



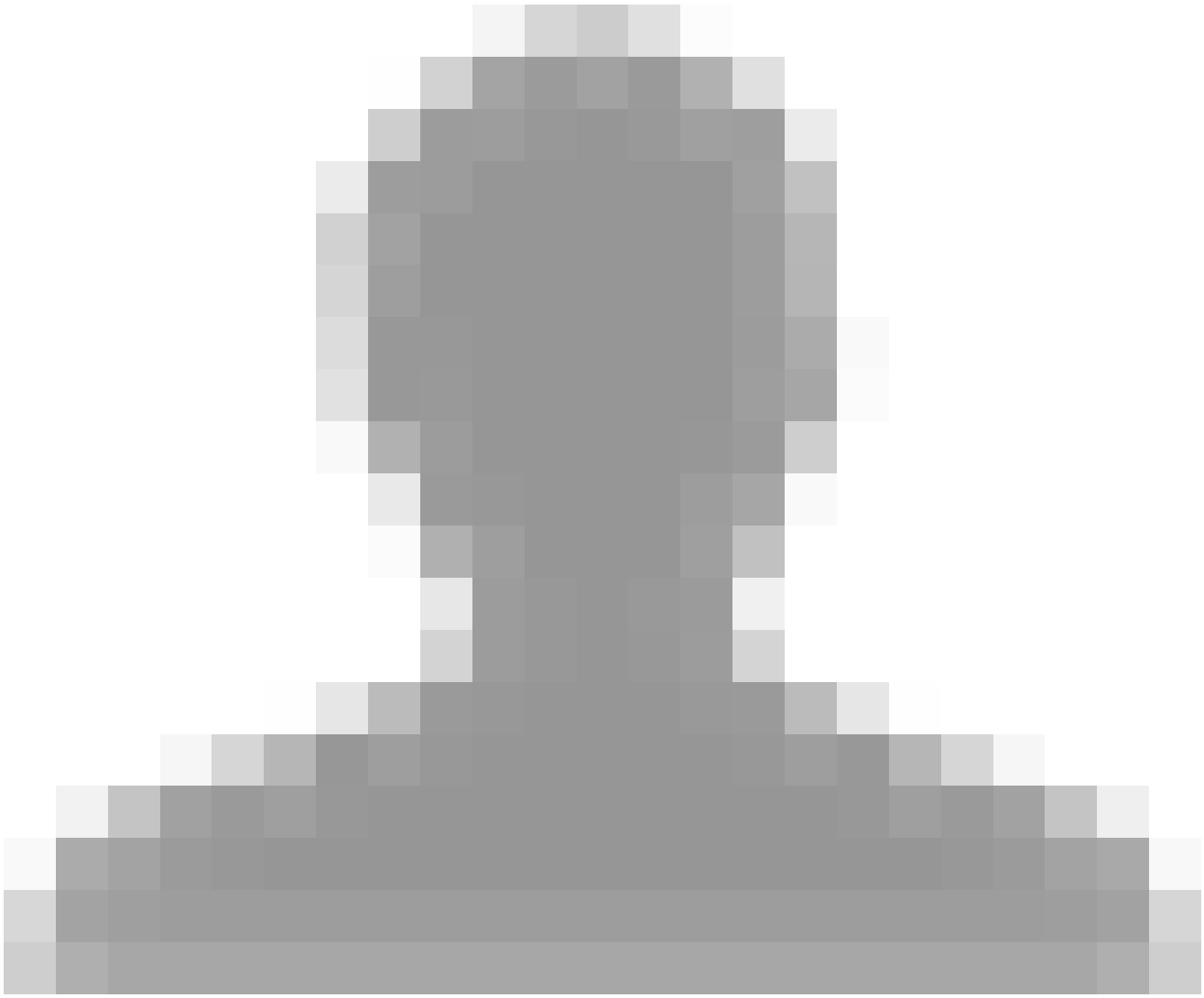
View Blocklist Contacts

You can view the blocklist contacts from the Blocklist on your phone.

Procedure

Do one of the following:

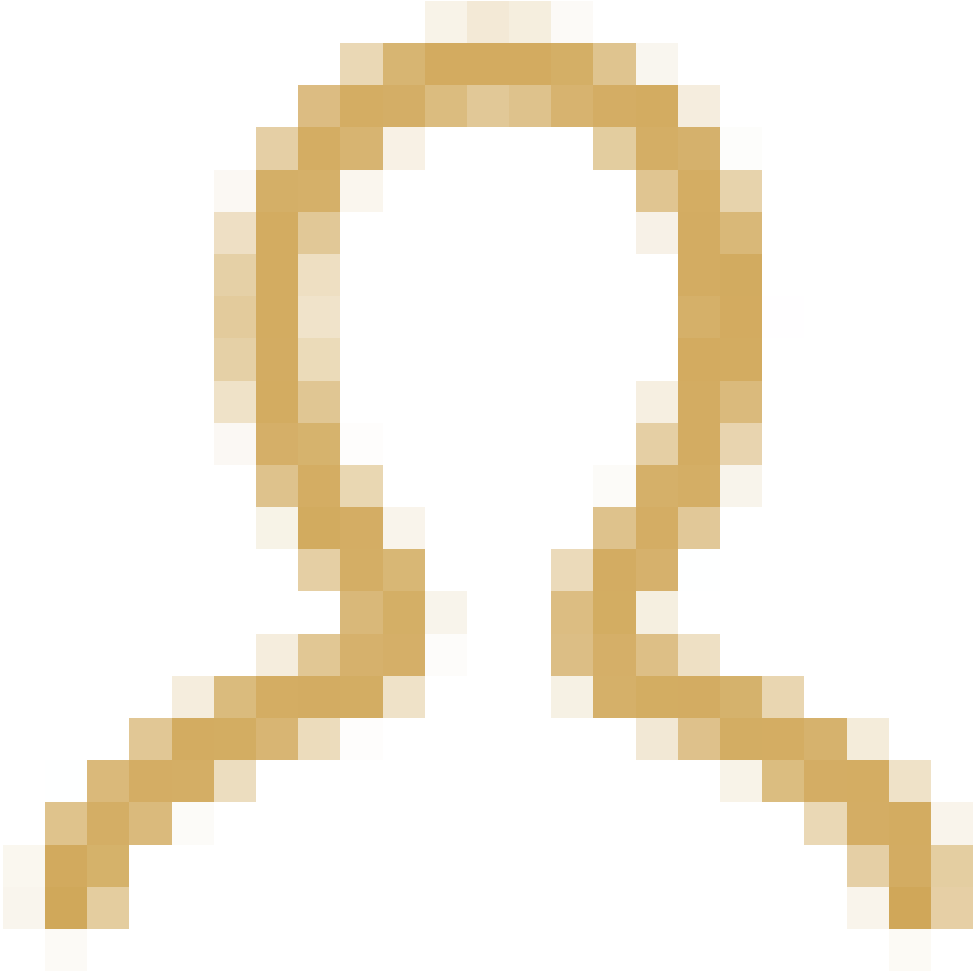
- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.
- For VP59/T58A/T58W phones, go to



/

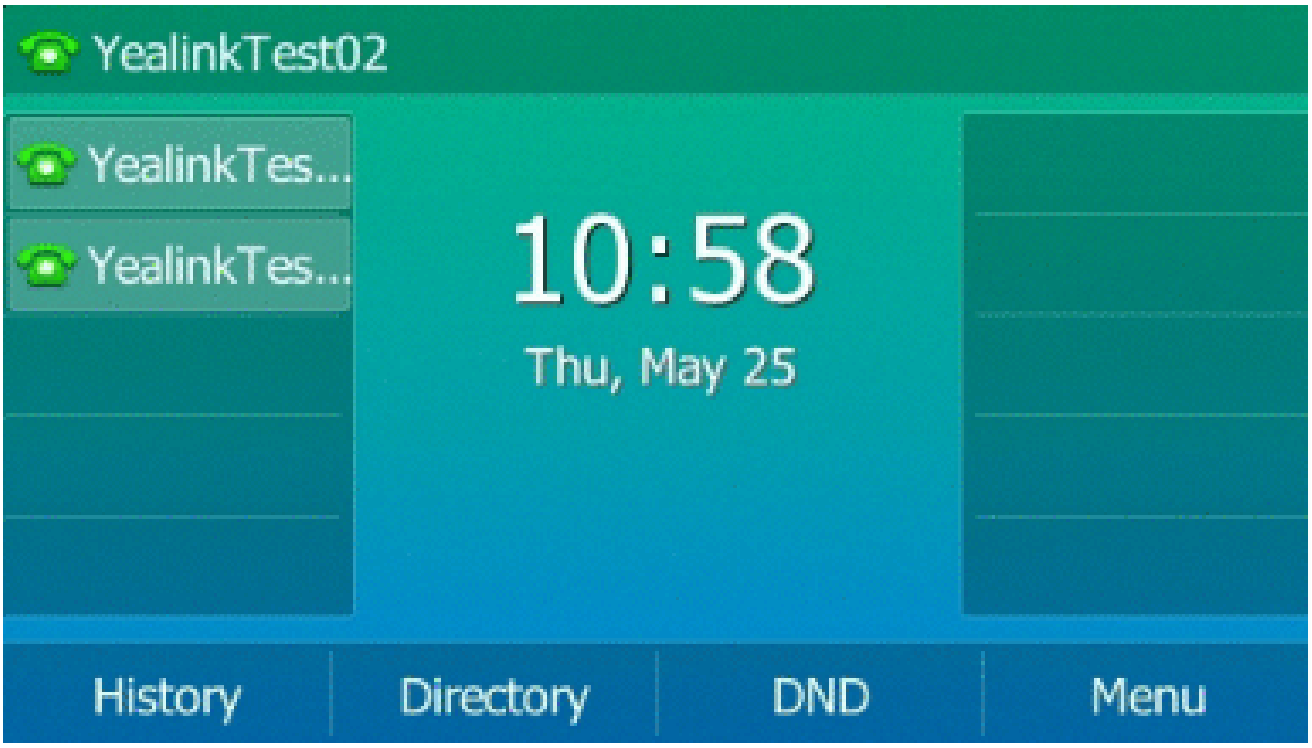
> **Blocklist**.

- For T88W (Pro)/T88V Pro phones, go to **Contact** > **Blocklist**.
- For CP925/CP935W/CP965 phones, go to



> **Directory** > **Blocklist**.

The following takes T54W for example.



Edit Blocklist Contact

You can update your blocklist contacts' information.

Procedure

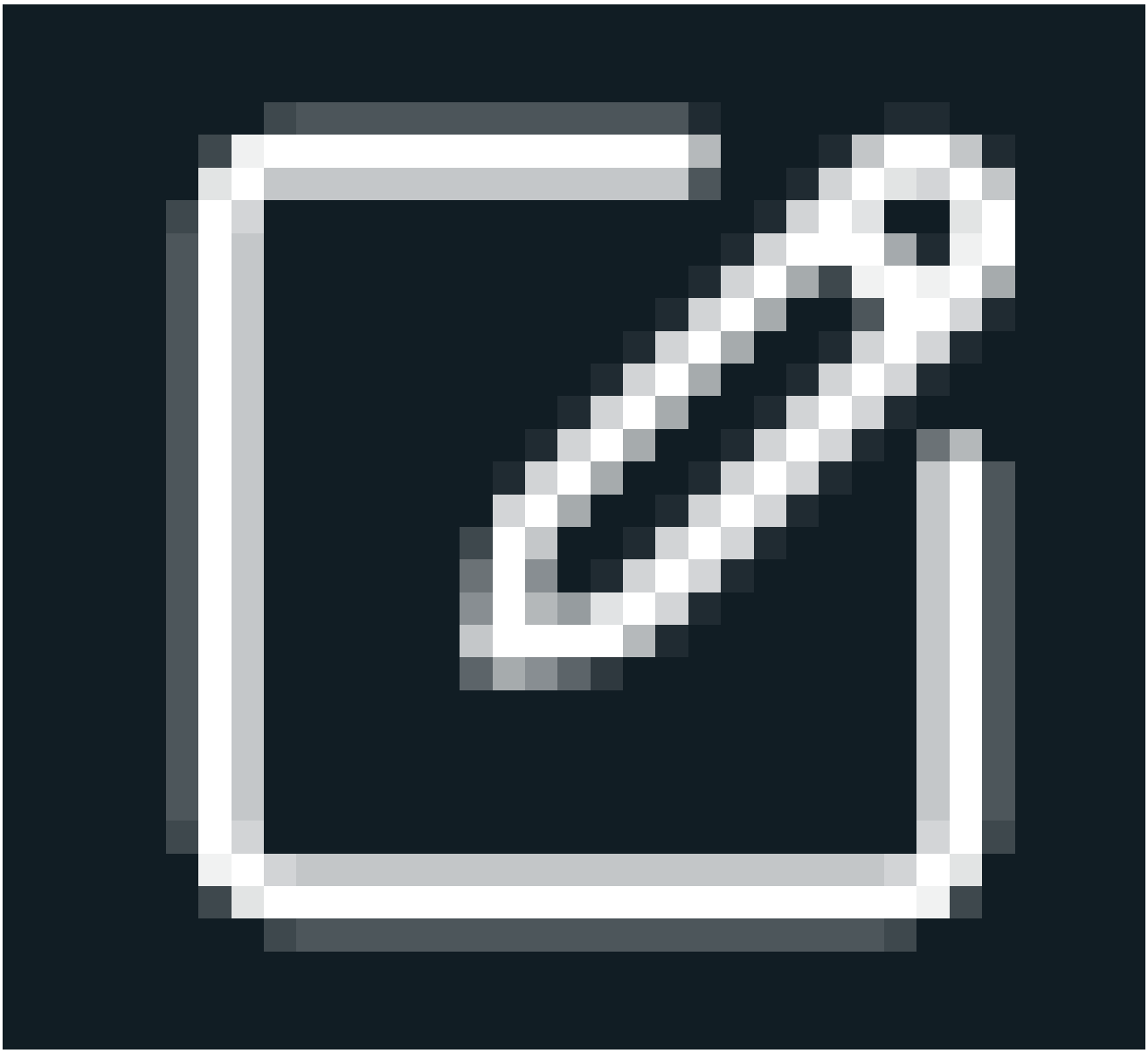
1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.
     ii. Select the desired blocklist contact, and select **Option** > **Detail**.
     iii. For T57W phones, tap

after the desired entry.

- For T77U/T85W/T87W phones:
  i. Go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.
  ii. Select

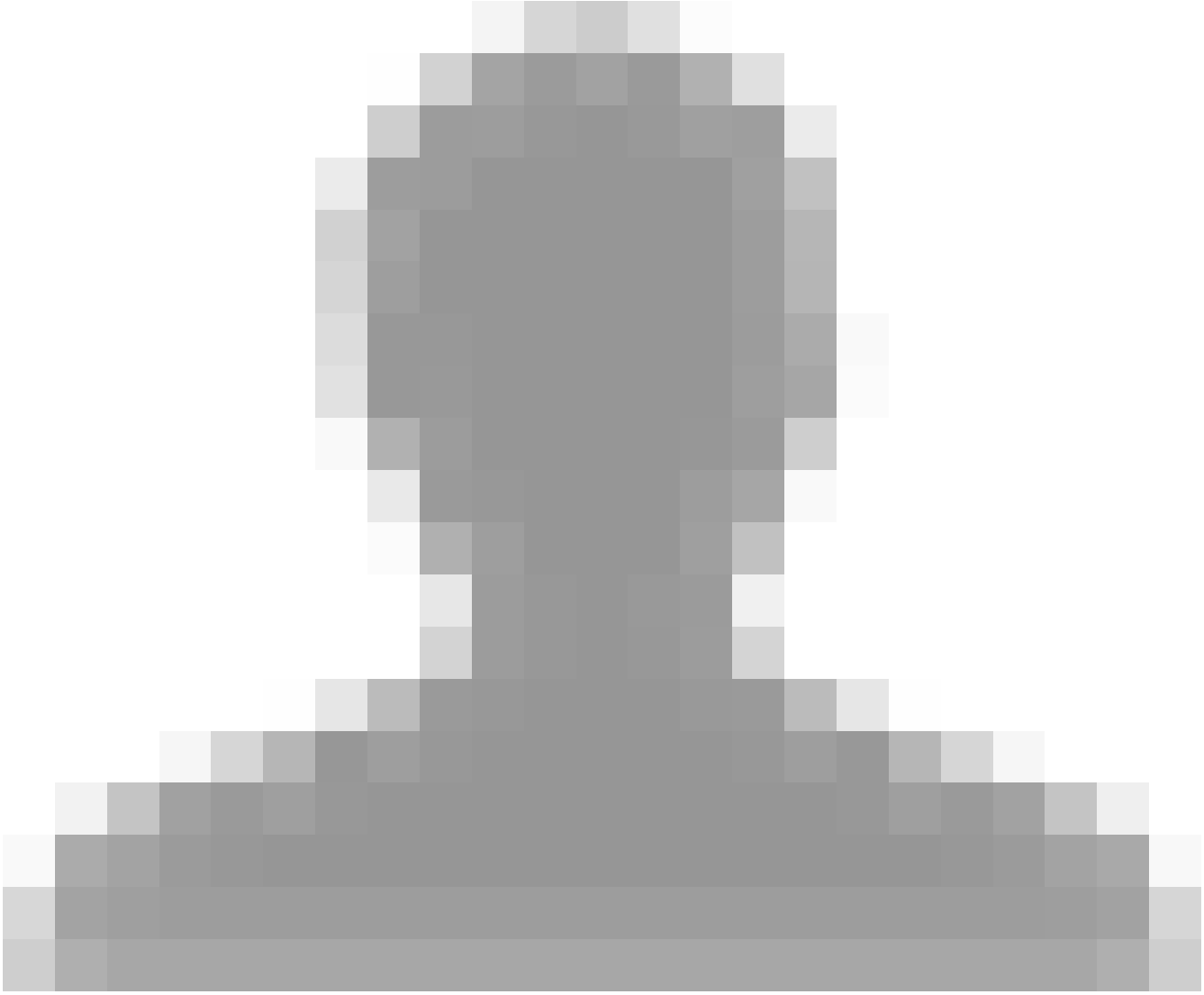
behind the desired blocklist contact, and select **Edit**.

- For T88W (Pro)/T88V Pro phones:
  i. Go to **Contact** > **Blocklist**.
  ii. Select the desired blocklist contact, and select



.

- For VP59/T58A/T58W phones:
  i. Go to



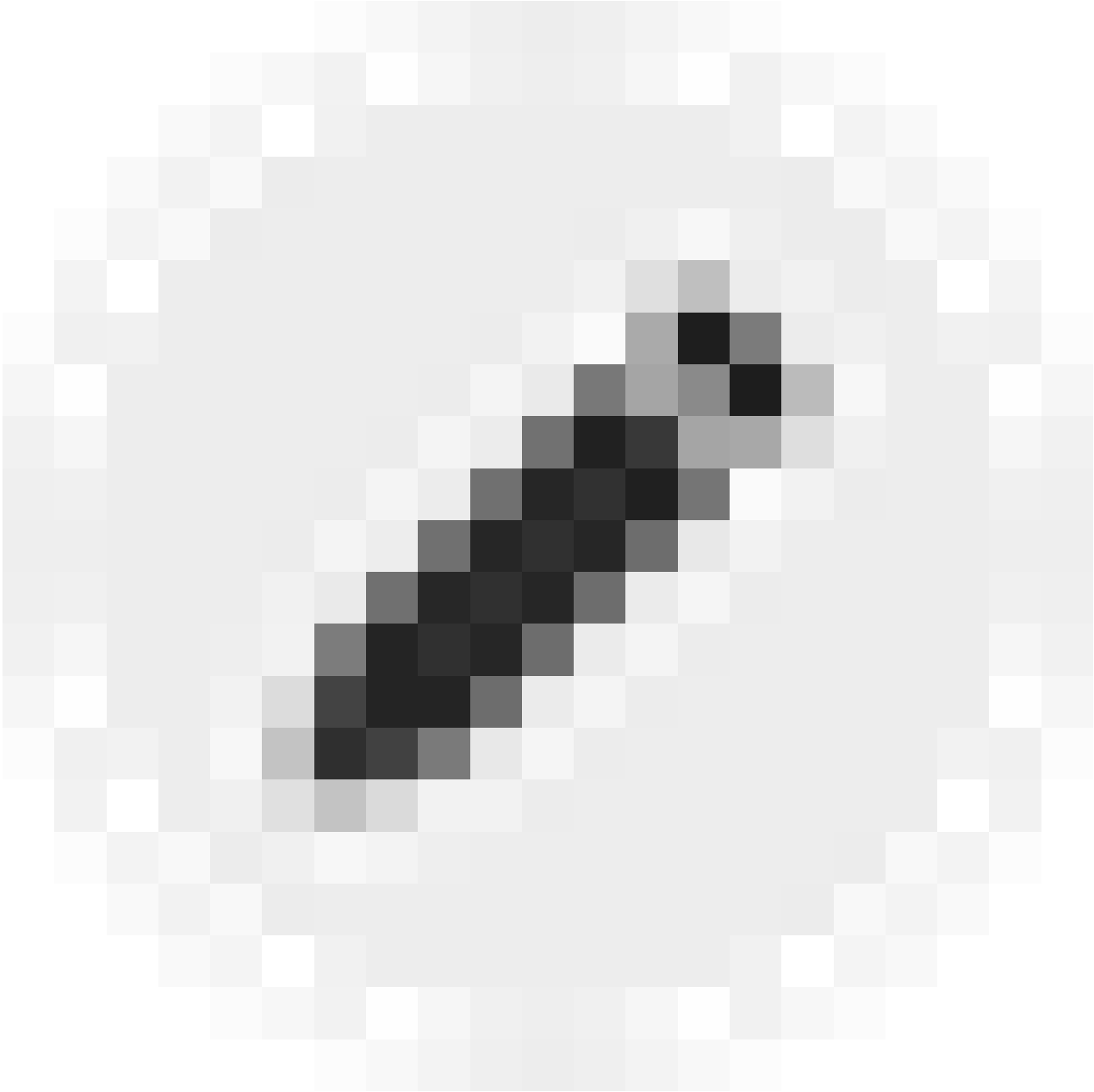
/

> **Blocklist**.

ii. Select

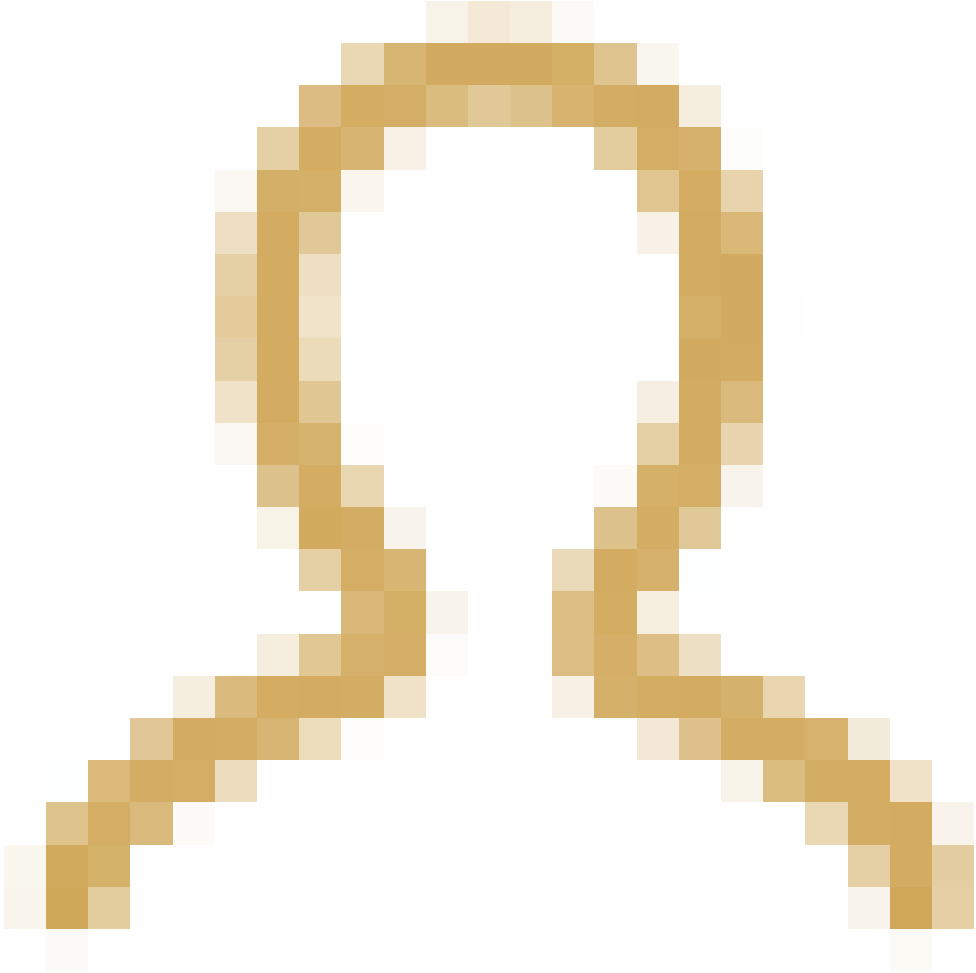
after the desired blocklist contact.

iii. For T58W, tap the desired contact and then select



.

- For CP925/CP935W/CP965 phones:
  i. Go to

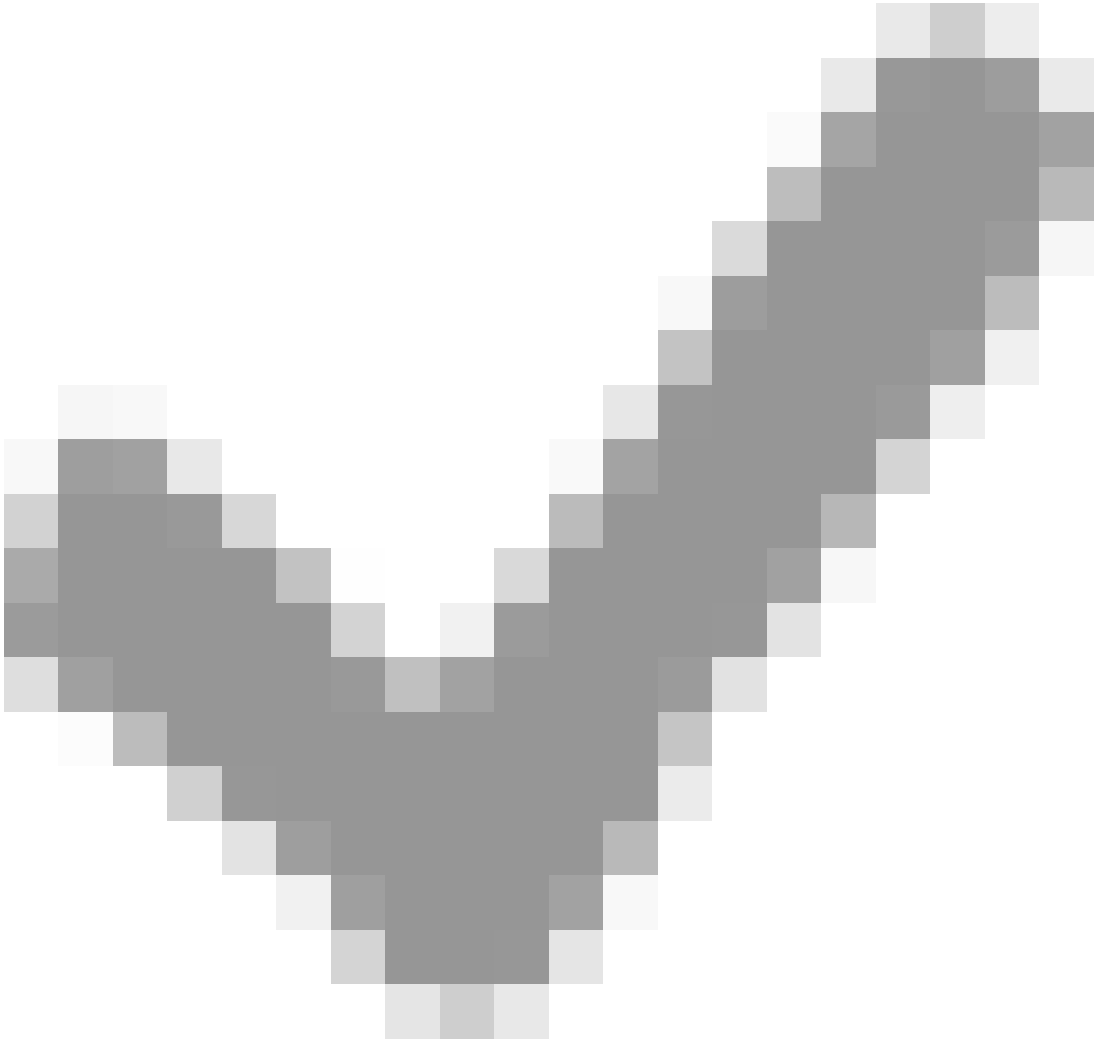


> **Directory** > **Blocklist**.

ii. Tap the desired blocklist contact and select

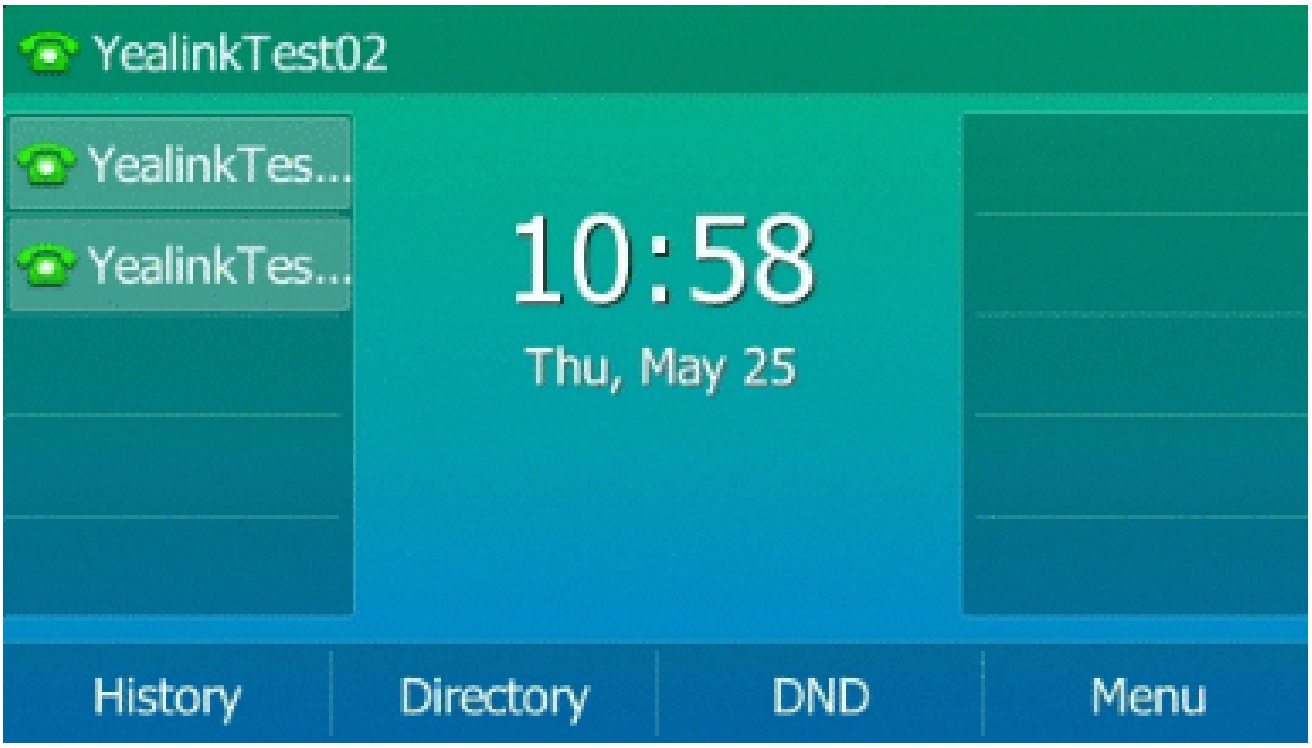
.

2. Edit the blocklist contact information.
3. Select **OK**.
   - For T48U/T48S/T48G phones, select **Save** or **Add**.
   - For CP925/CP935W/CP965 phones, select **Done** or



.

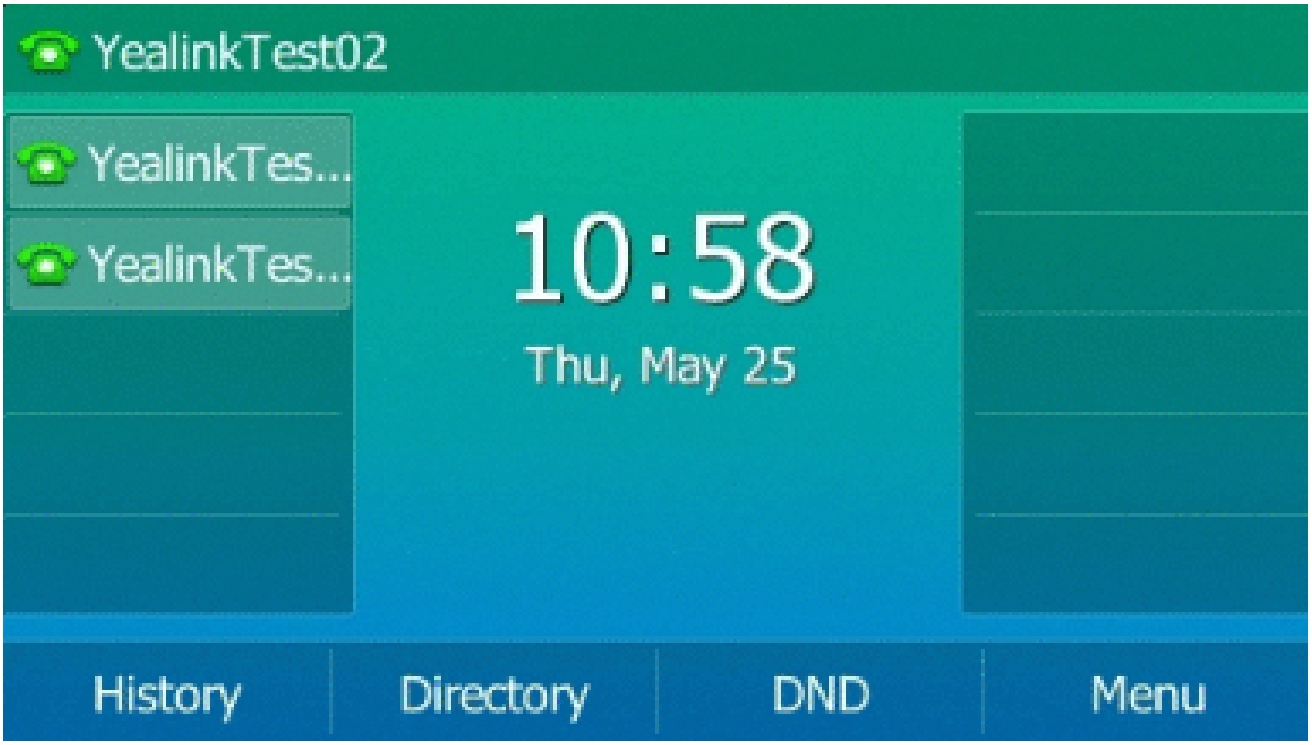
The following takes T54W for example.



Delete Blocklist Contacts

You can delete one or all blocklist contacts. If a contact is removed from the blocklist, you can answer the call from the contact normally.

The following takes T54W for example.



Delete a Blocklist Contact

If you want to answer a call from a specific contact, you need to remove it from the Blocklist.

Procedure

1. Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
  i. Go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.
  ii. Select the desired blocklist contact.
  iii. For T48S/T48G/T48U/T57W phones, tap

  after the desired blocklist contact
  iii. Select **Option** > **Delete**.
  iv. For T48S/T48G/T48U/T57W phones, tap **Delete**.
  v. *The phone prompts you to delete the contact or not.*
- For T77U/T85W/T87W phones:
  i. Go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.
  ii. Select

behind the desired blocklist contact.

iii. Select **Delete**.

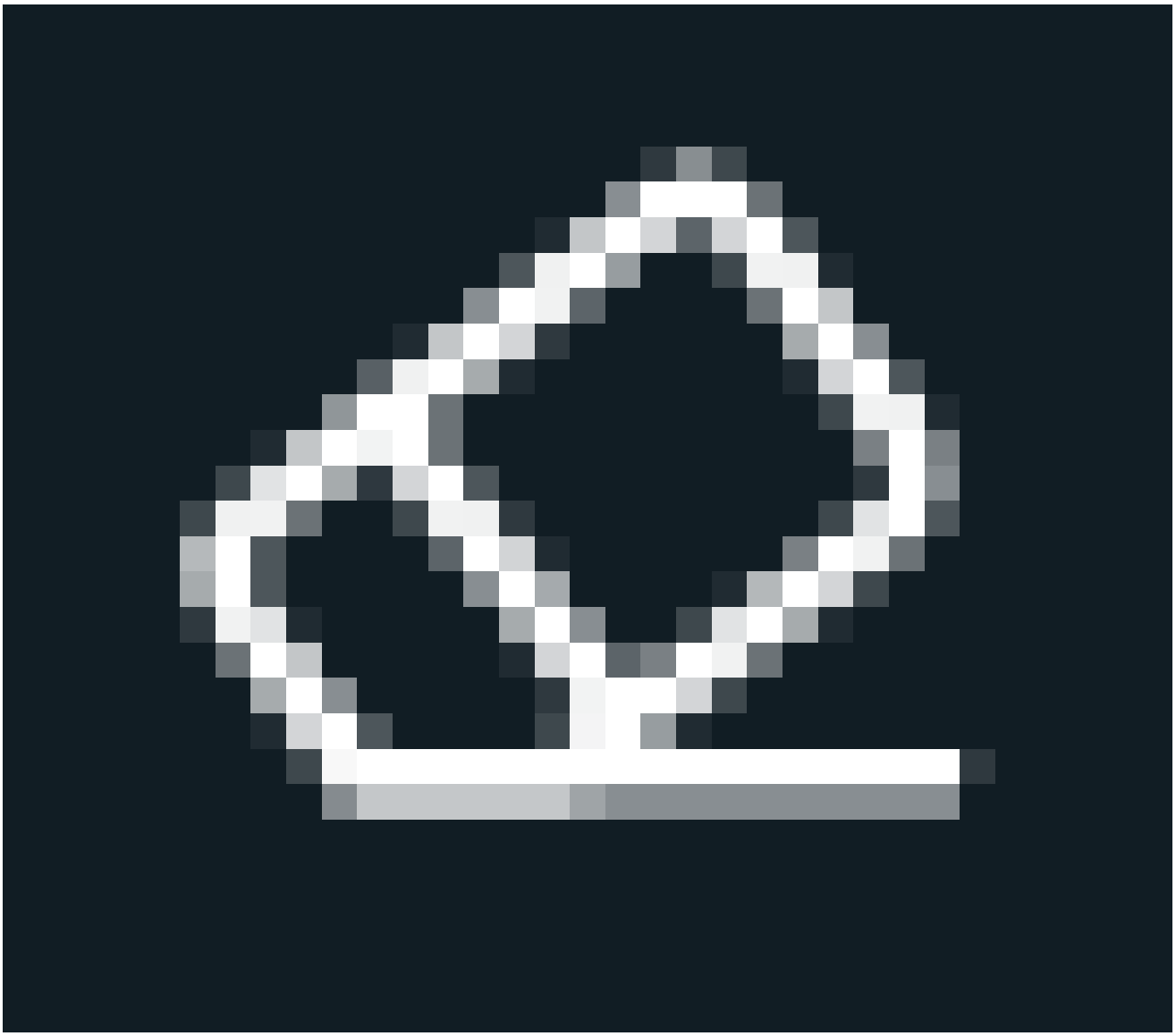
iv. *The phone prompts you to delete the contact or not.*

- For T88W (Pro)/T88V Pro phones:

  i. Go to **Contact** > **Blocklist**.

  ii. Select the desired blocklist contact.

  iii. Select

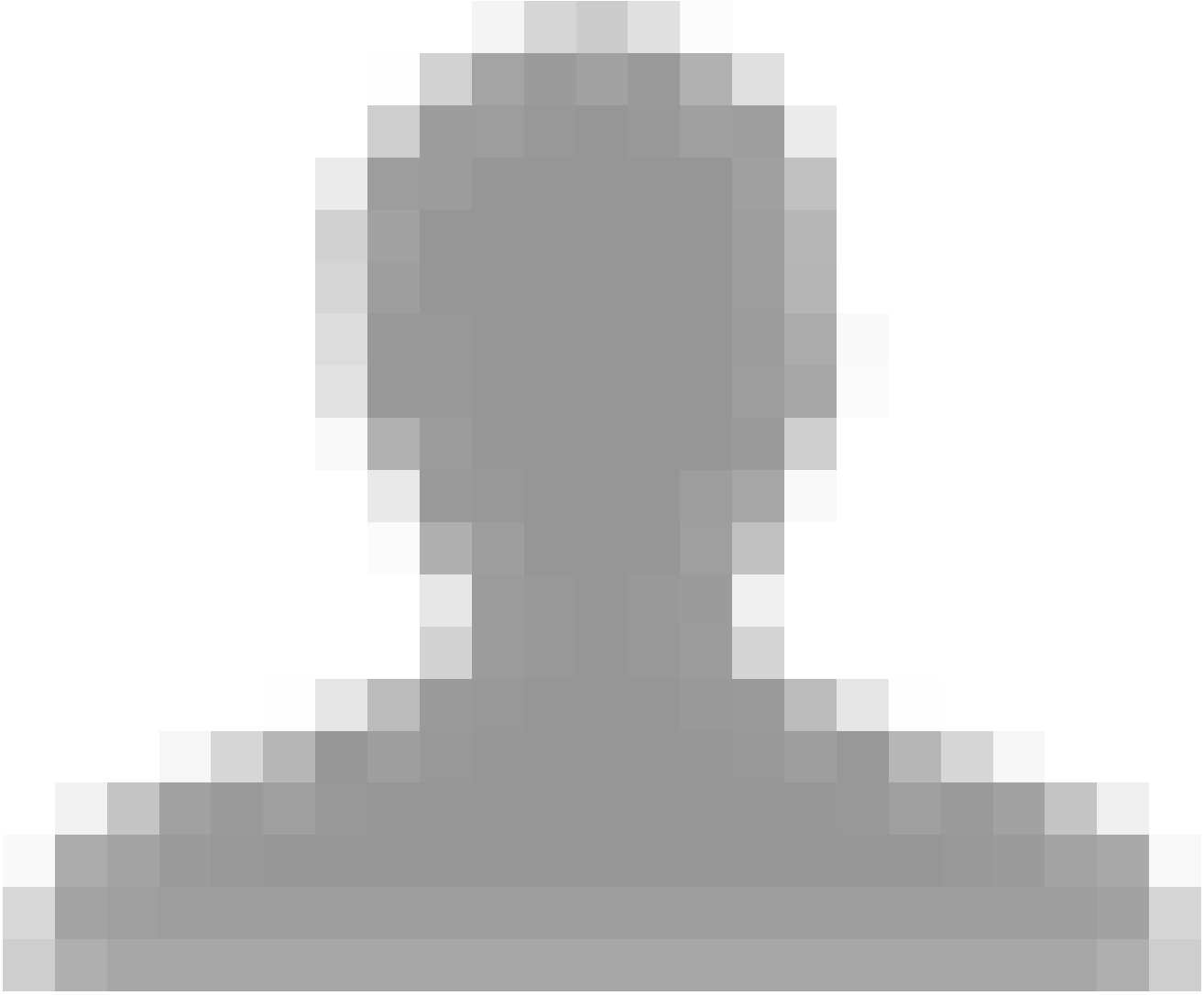


.

iv. *The phone prompts you to delete the contact or not.*

- For VP59/T58A/T58W phones:

  i. Go to



/

> **Blocklist**.

ii. Select

after the desired blocklist contact.

iii. For T58W, tap the desired contact and then select

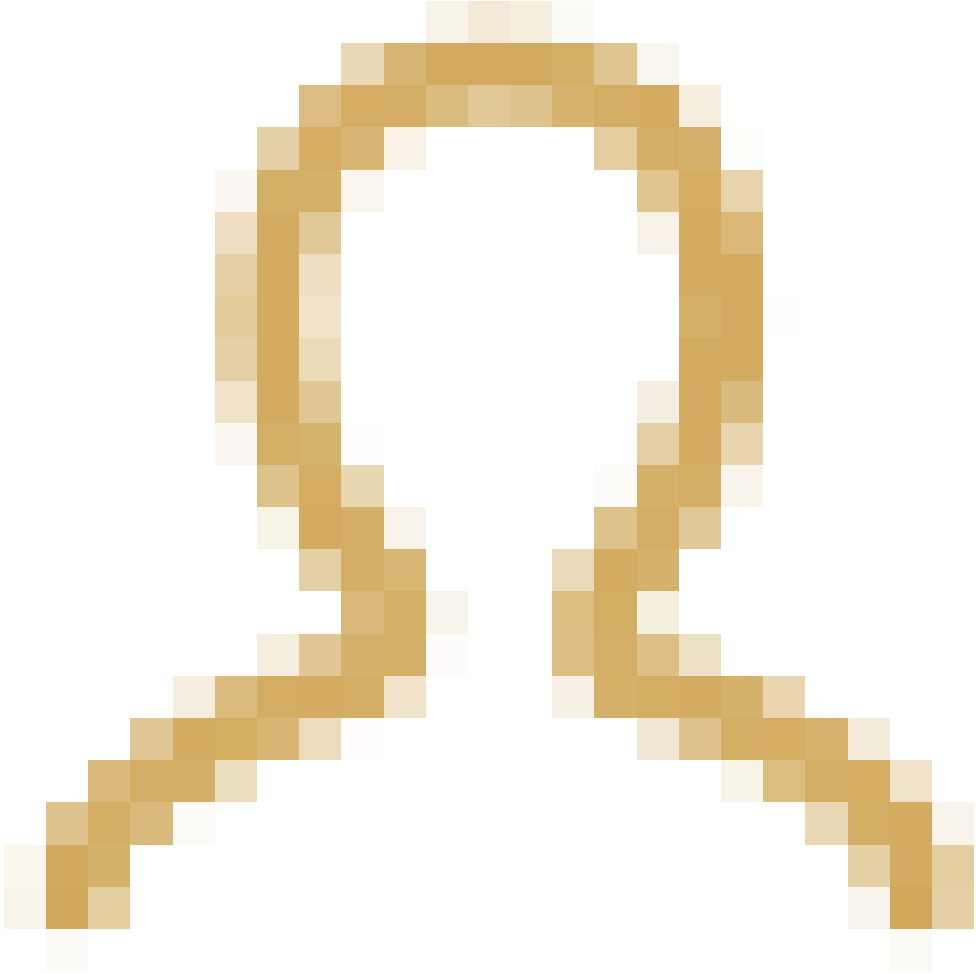
.

iii. Select **Delete**.

iv. *The phone prompts you to delete the contact or not.*

- For CP925/CP935W/CP965 phones:

  i. Go to

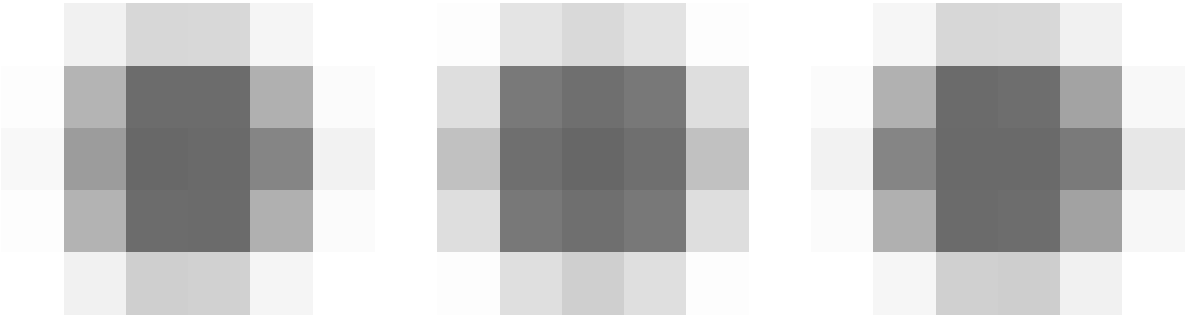


> **Directory** > **Blocklist**.

ii. Long tap a contact.

iii. Tap the radio box on the top-right of the screen.

iv. Select



> **Delete**.

v. *The phone prompts you to delete the contact or not.*

2. Select **OK**.

Delete All Blocklist Contacts

You can delete all contacts from the Blocklist when you are ready to answer calls from them again.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.
     ii. Select the desired blocklist contact.

iii. For T48S/T48G/T48U/T57W phones, tap

after the desired blocklist contact

iii. Select **Option** > **Delete All**.

iv. For T48S/T48G/T48U/T57W phones, tap **Settings** > **Select All** > **Delete**.

v. *The phone prompts you to delete all contacts or not.*

- For T77U/T85W/T87W phones:

i. Go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.

ii. Select

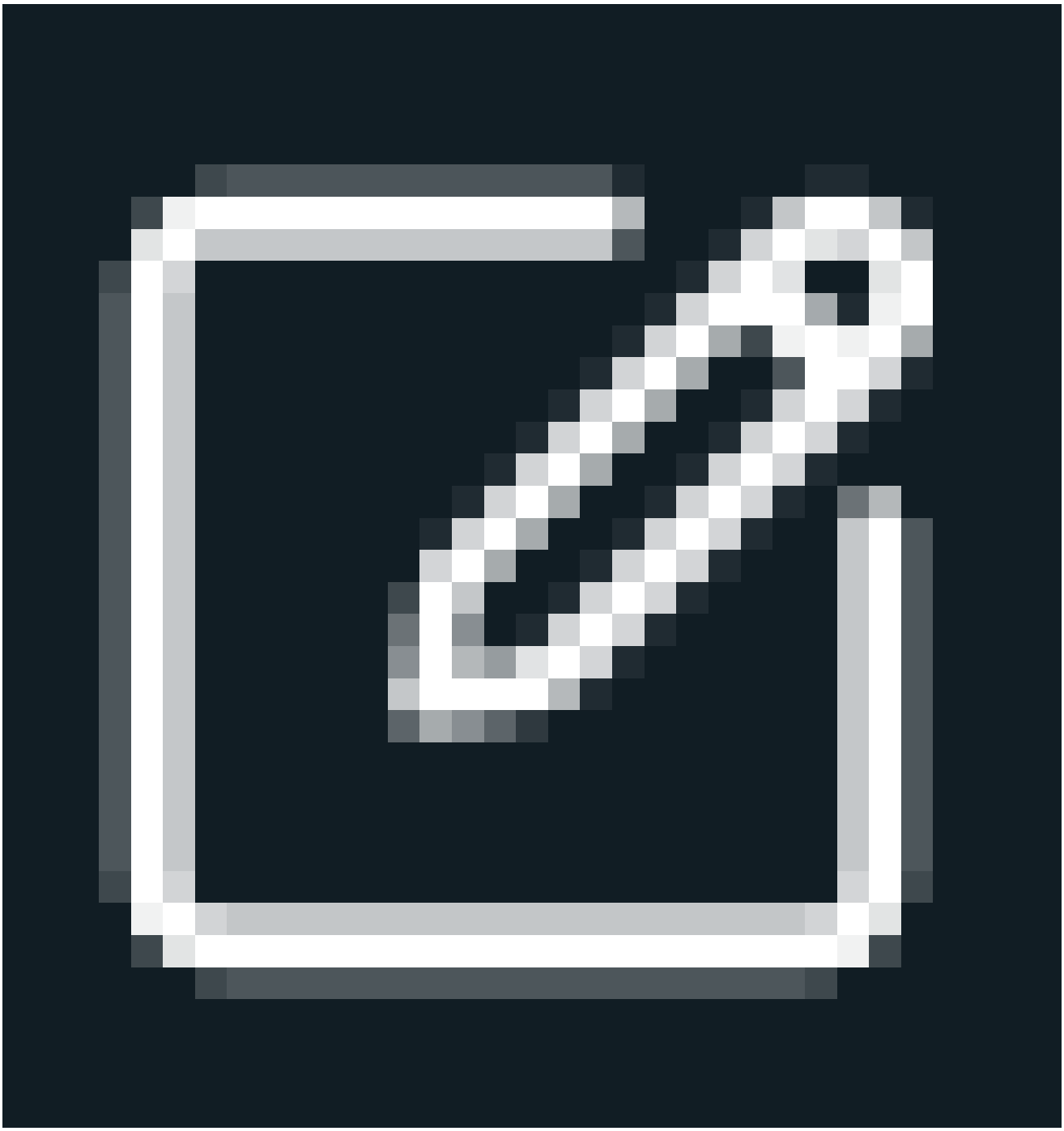
> **Select All** > **Delete**.

iii. *The phone prompts you to delete all contacts or not.*

- For T88W (Pro)/T88V Pro phones:

  i. Go to **Contact** > **Blocklist**.

  ii. Select

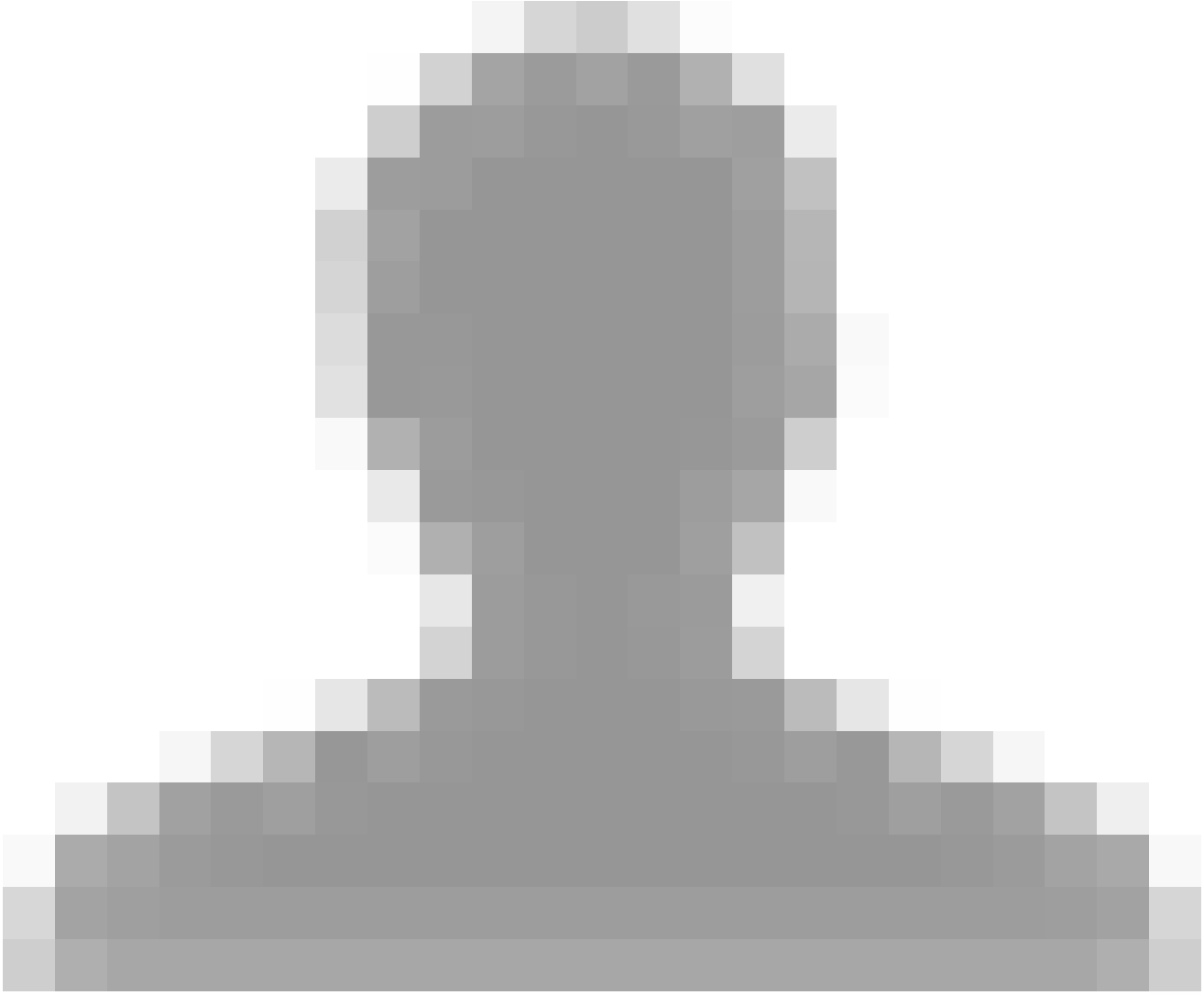


> **Select All** > **Delete**.

iii. *The phone prompts you to delete all contacts or not.*

- For VP59/T58A/T58W phones:

  i. Go to

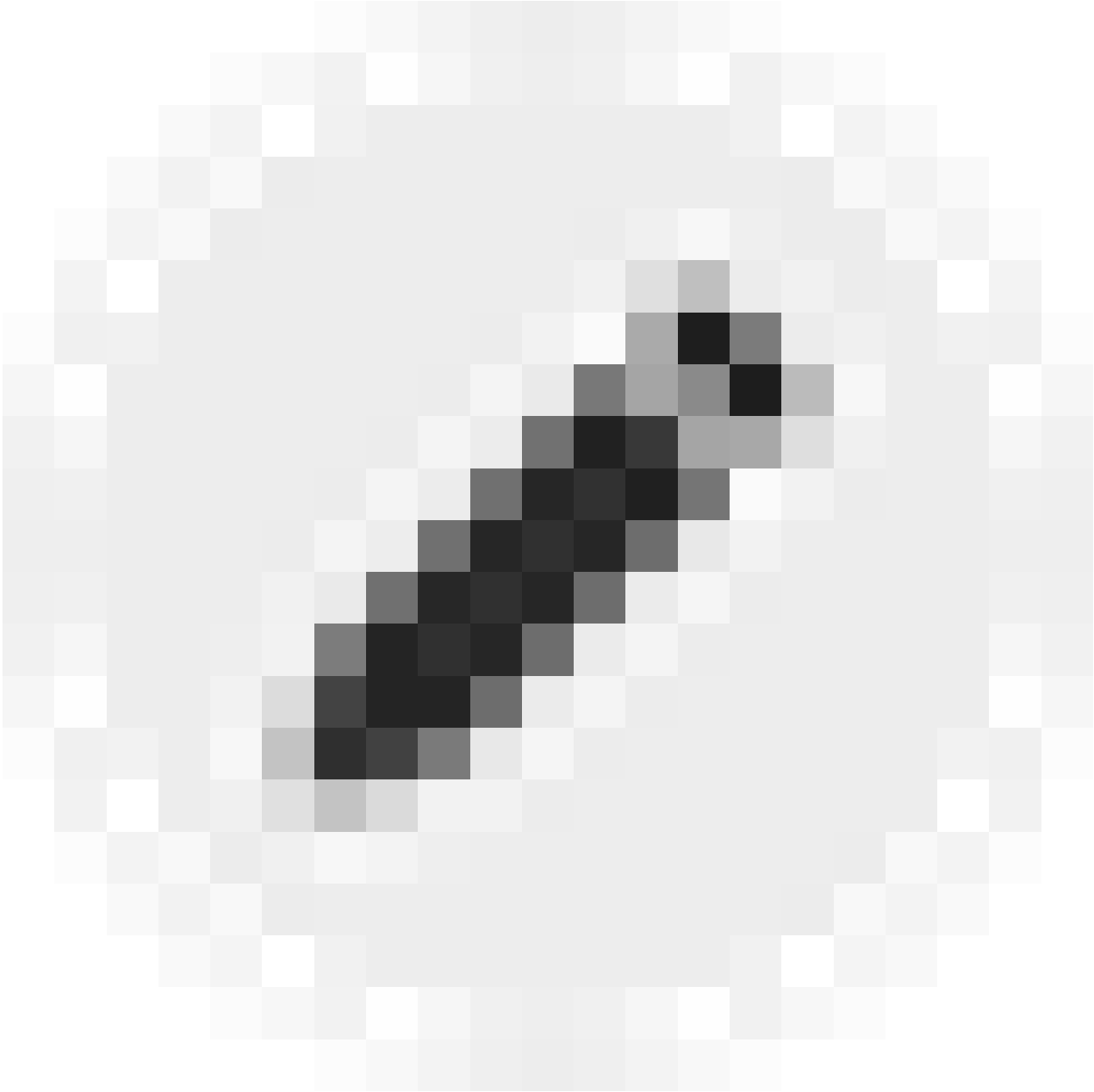


/

> **Blocklist**.

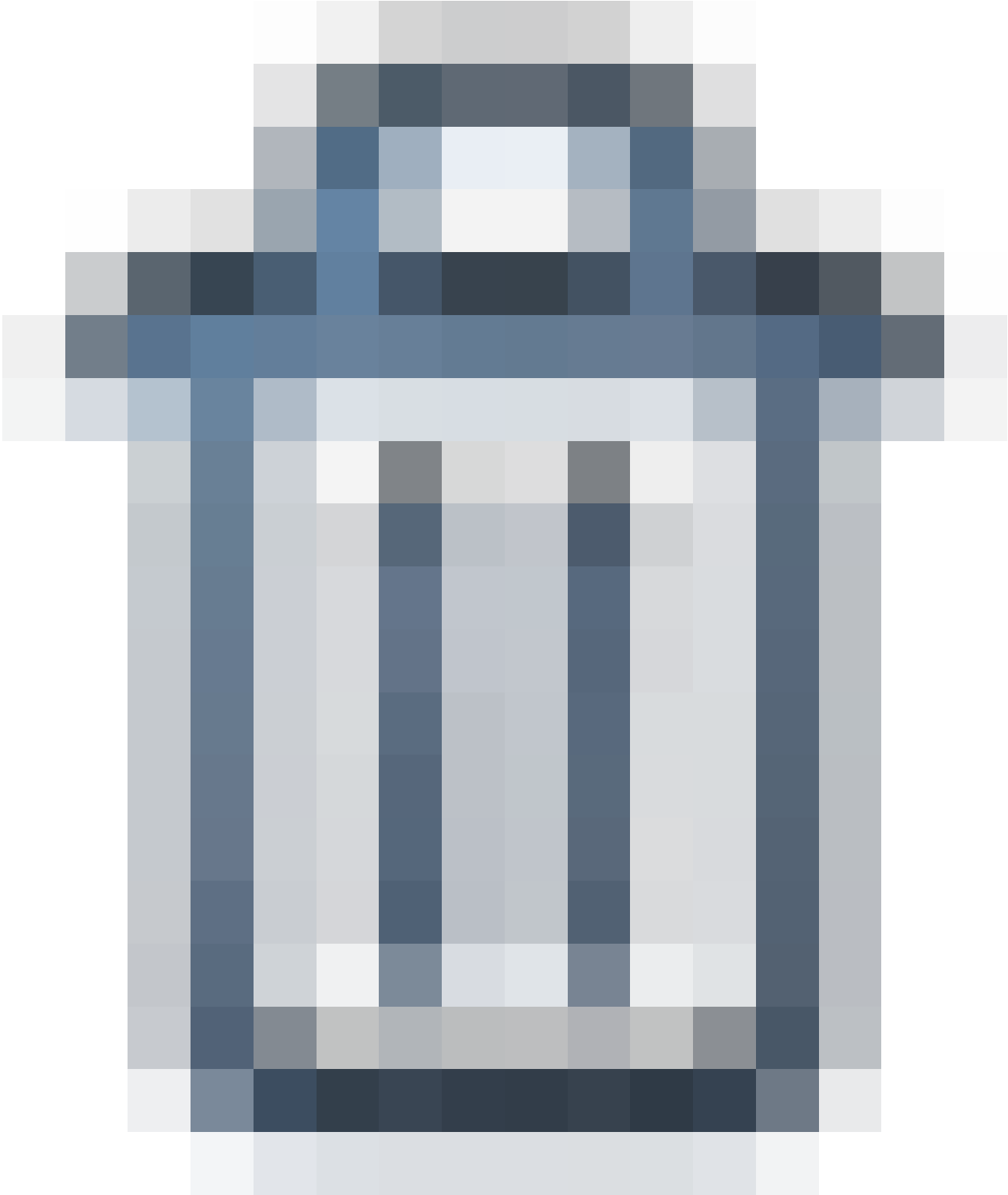
ii. Tap **Settings** > **Select All**.

iii. For T58W, tap



> **Select All**.

iii. Select

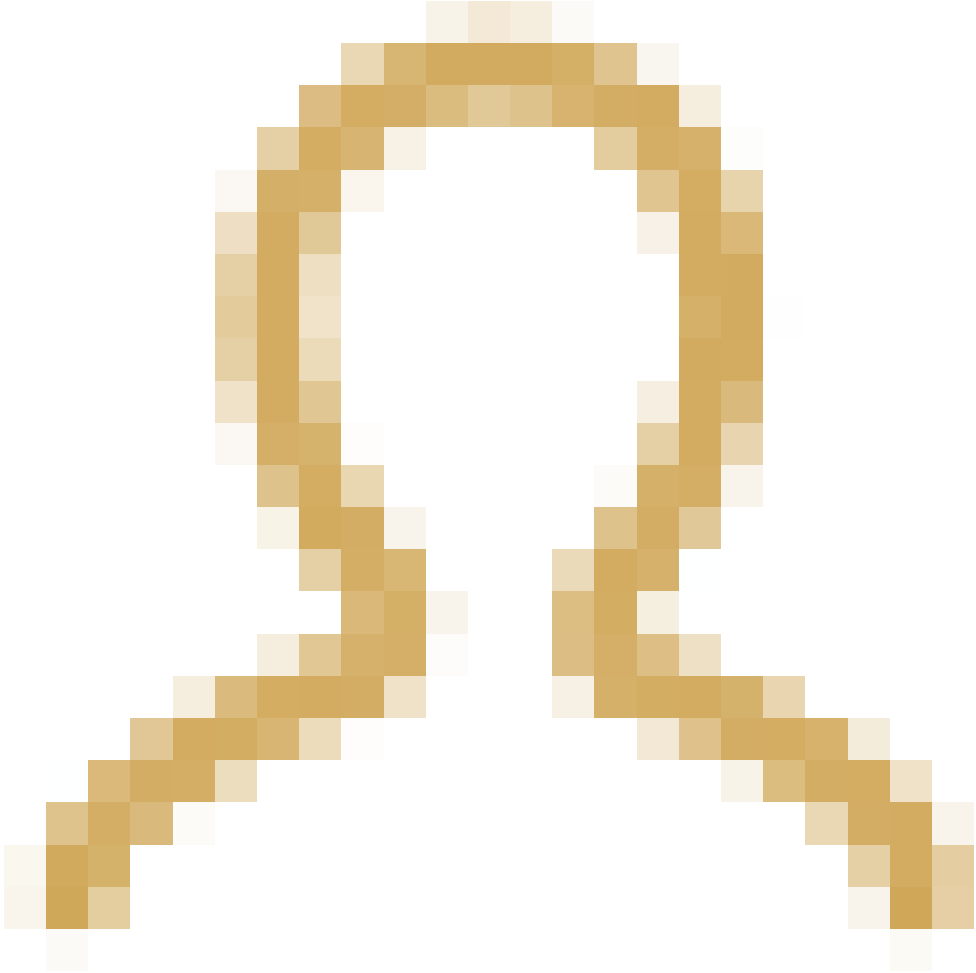


.

iv. *The phone prompts you to delete all contact or not.*

- For CP925/CP935W/CP965 phones:

  i. Go to

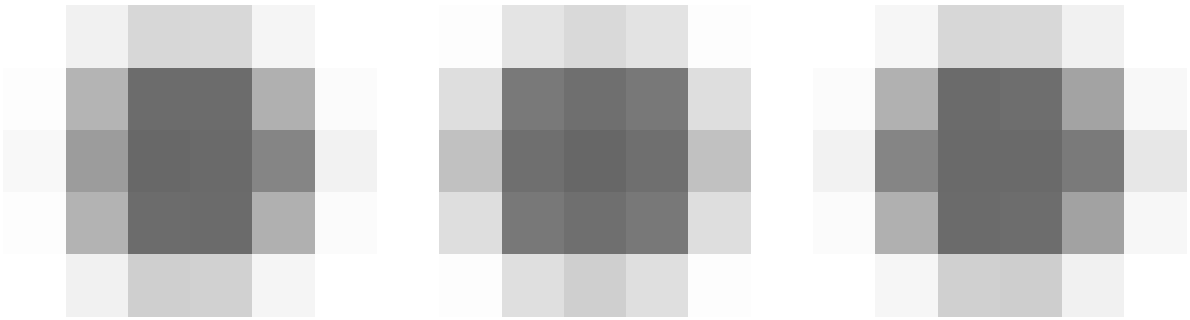


> **Directory** > **Blocklist**.

ii. Long tap a contact.

iii. Tap the radio box on the top right of the screen.

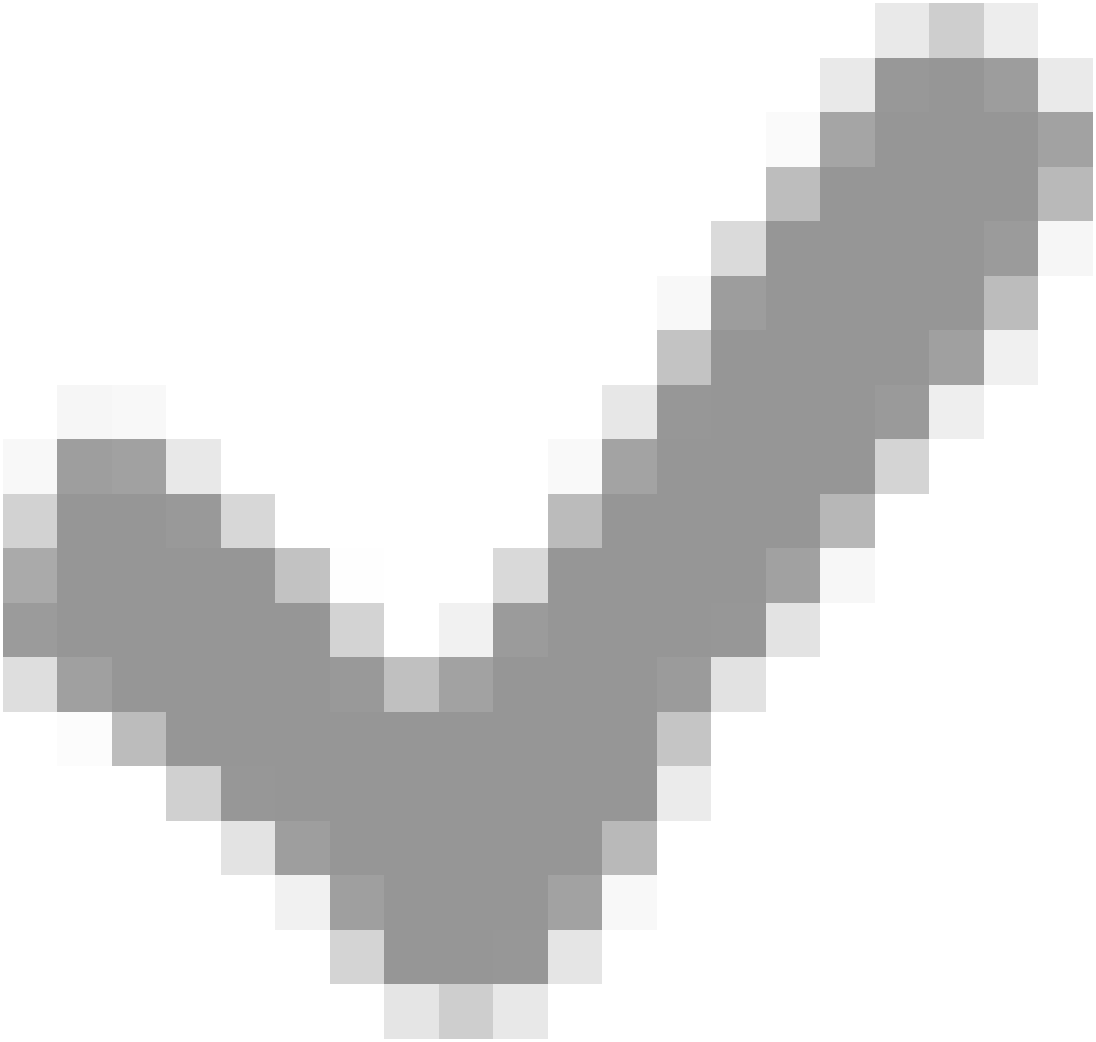
iv. Select



> **Delete**.

v. *The phone prompts you to delete the contact or not.*

2. Select **OK** or



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Move Blocklist to Local Directory

Introduction

You can move a blocklist contact to a Local Directory. Incoming calls from this contact will not be rejected automatically.

Procedure

1. Do one of the following:
2. *The phone prompts you to move to contact or not. (except the T57W phones).*
   - For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
     i. Go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.
     ii. Select the desired blocklist contact.
     For T48S/T48G/T48U/T57W phones, tap

     after the desired blocklist contact
     iii. Select **Add to Contacts**.
     iv. For T48S/T48G/T48U/T57W phones, select **All Contacts** from the **Group** drop-down menu.
   - For T77U/T85W/T87W phones:
     i. Go to **Menu** > **Directory** > **Blocklist** or **Directory** > **Blocklist**.

ii. Select

behind the desired blocklist contact.

iii. Select **Edit**, and then select **All Contacts** from the **Group** drop-down menu.

- For T88W (Pro)/T88V Pro phones:

  i. Go to **Contact** > **Blocklist**.

  ii. Select

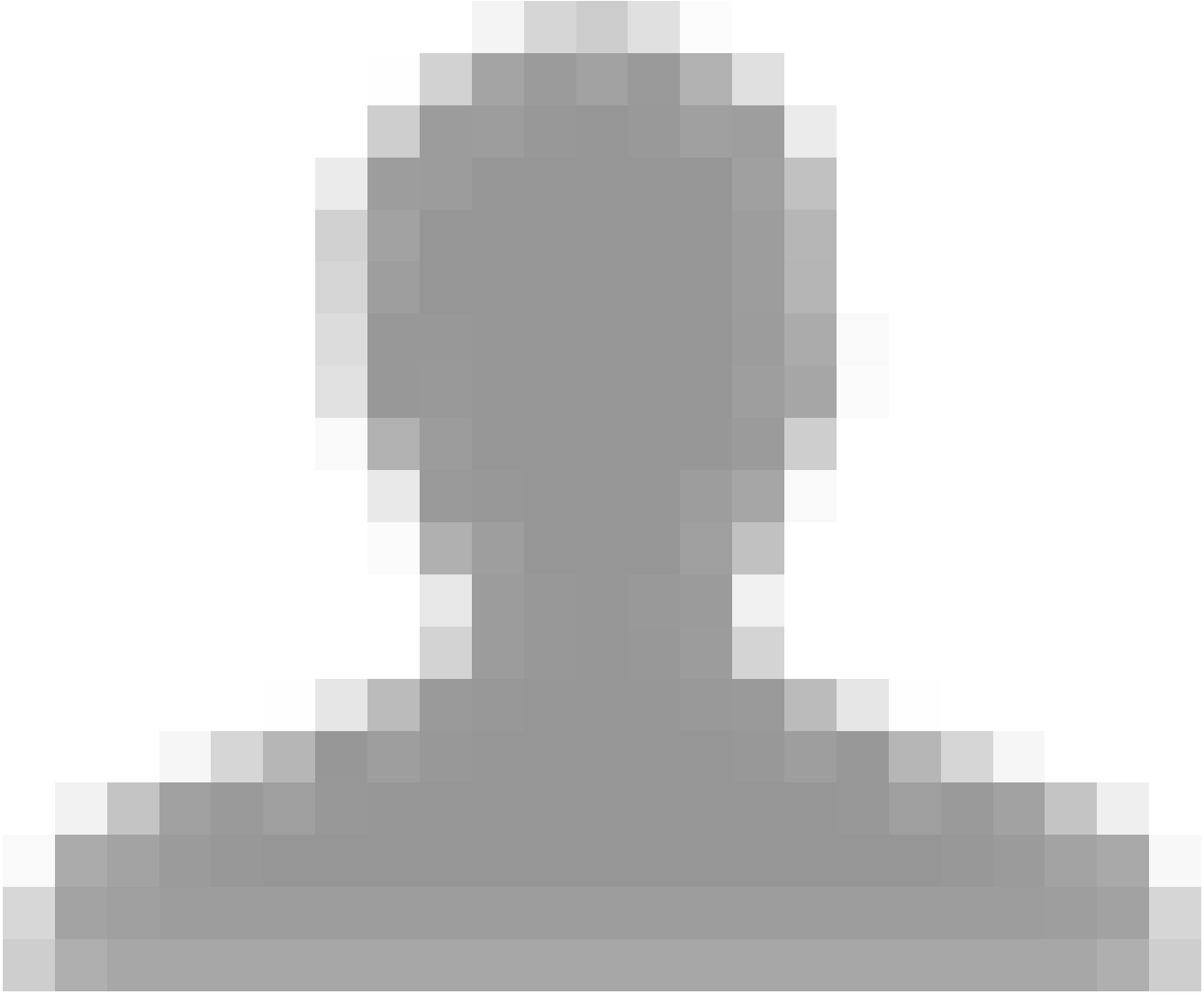
.

iii. Select the desired blocklist contact, and then select **Move**.

iv. Select **Local Directory** from the **Group** field.

- For VP59/T58A/T58W phones:

  i. Go to



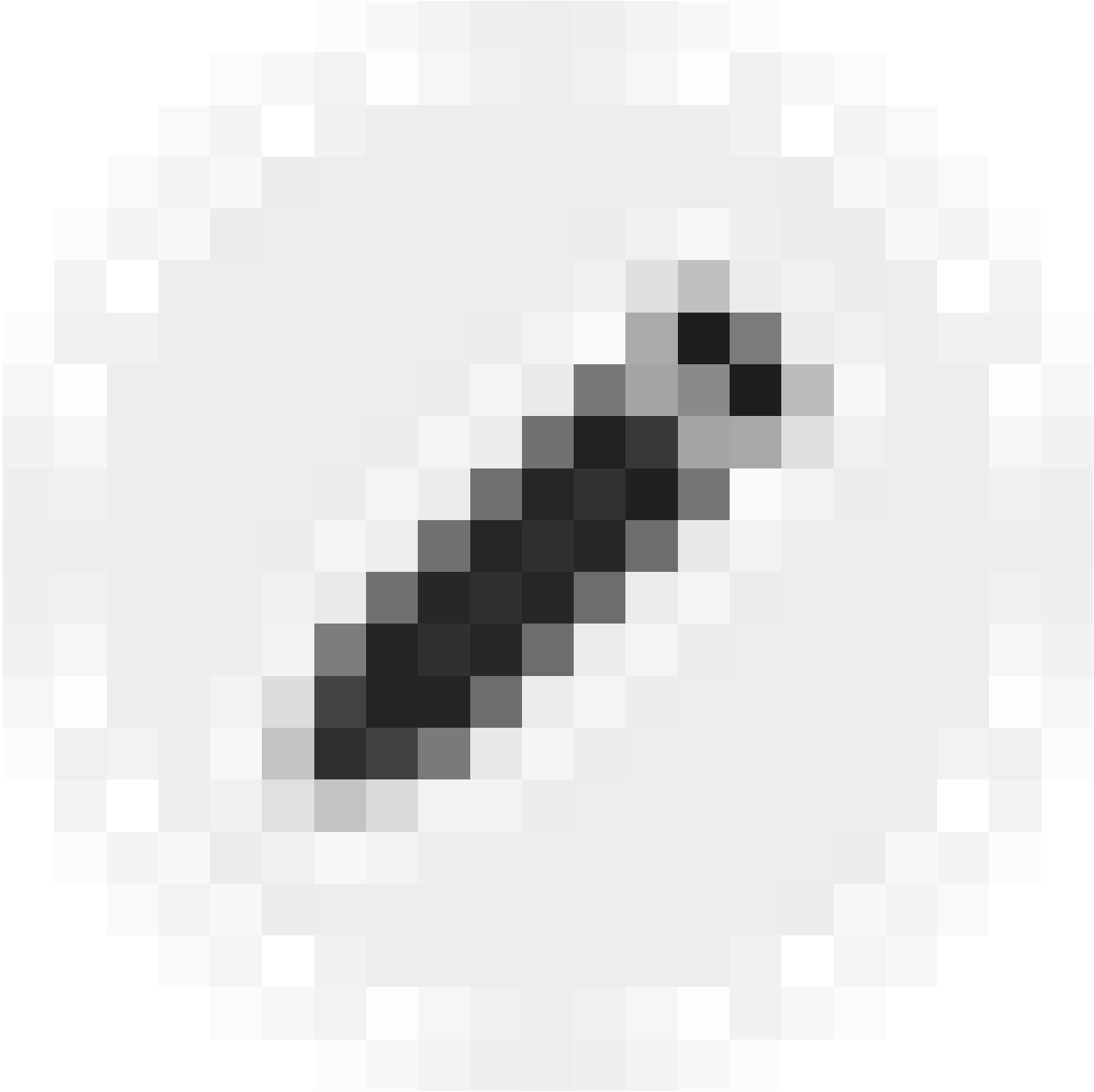
/

> **Blocklist**.

ii. Select

after the desired blocklist contact.

iii. For T58W, tap the desired contact and then select



.

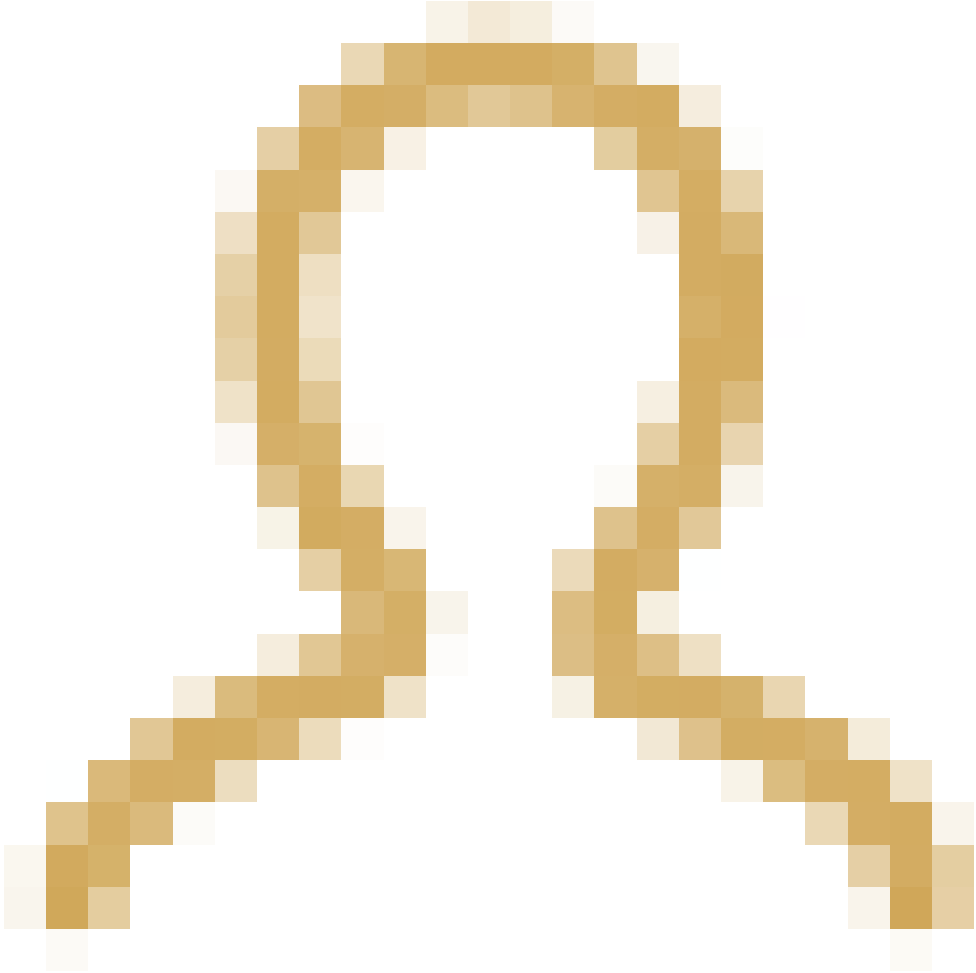
iii. Select

.

iv. Select **Local Directory** from the **Group** field.

- For CP925/CP935W/CP965 phones:

  i. Go to



> **Directory** > **Blocklist**.

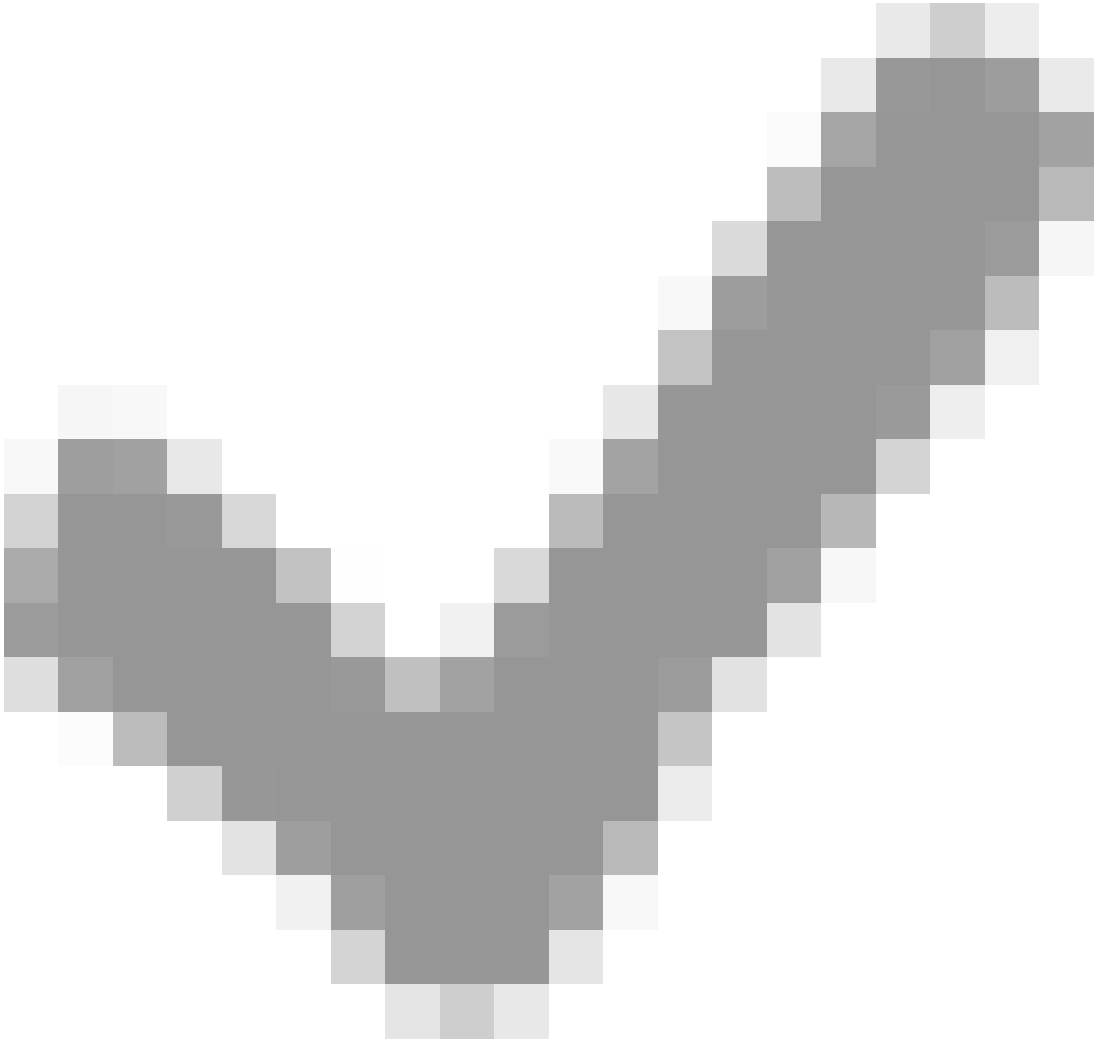
ii. Tap the desired blocklist contact and select

.

iii. Select **Local Directory** from the **Group** field.

iv. Go to **Menu** > **Directory** > **Blocklist**.

2. Select **OK**.
   - For T48U/T48S/T48G phones, select **Save** or **Add**.
   - For CP925/CP935W/CP965 phones, select



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The following takes T58W for example.

240185
15 10
Wed May 31
PU-mwd
PU-mwd
240185
YealinkTest02
Main

Remote Phone Book

If your system administrator has enabled the Remote Phone Book feature, you can access your corporate directory directly from your phone.

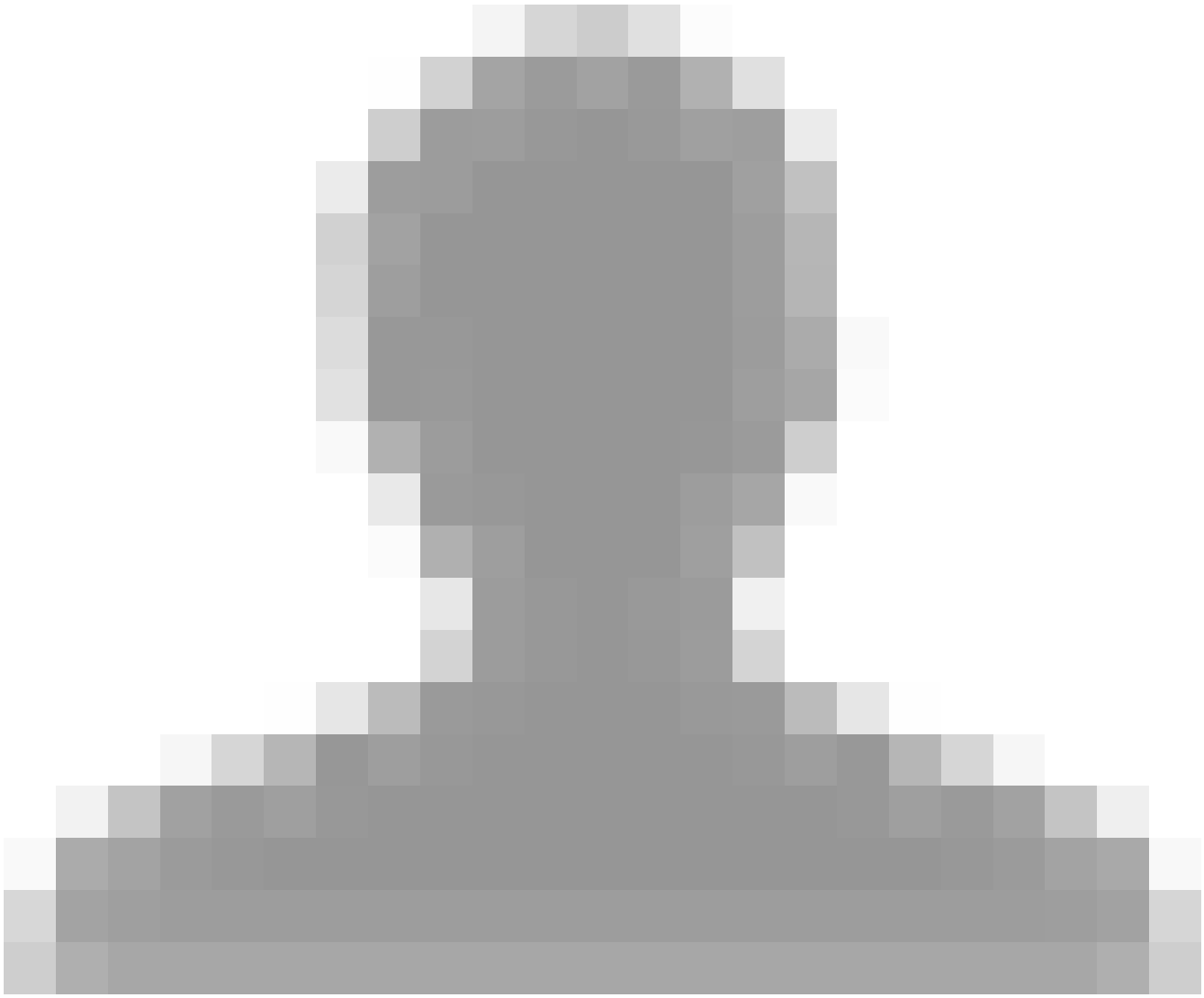
Search for Remote Phone Book Contacts

In the Remote Phone Book, you can enter search criteria to find your desired contact quickly.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Select **Directory** or go to **Menu** > **Directory** > **Remote Phone Book**.
  b. Select the desired remote phone book.
  c. Select **Search**.
  d. Enter your search criteria in the search field.
- For VP59/T58A/T58W phones:
  a. Go to



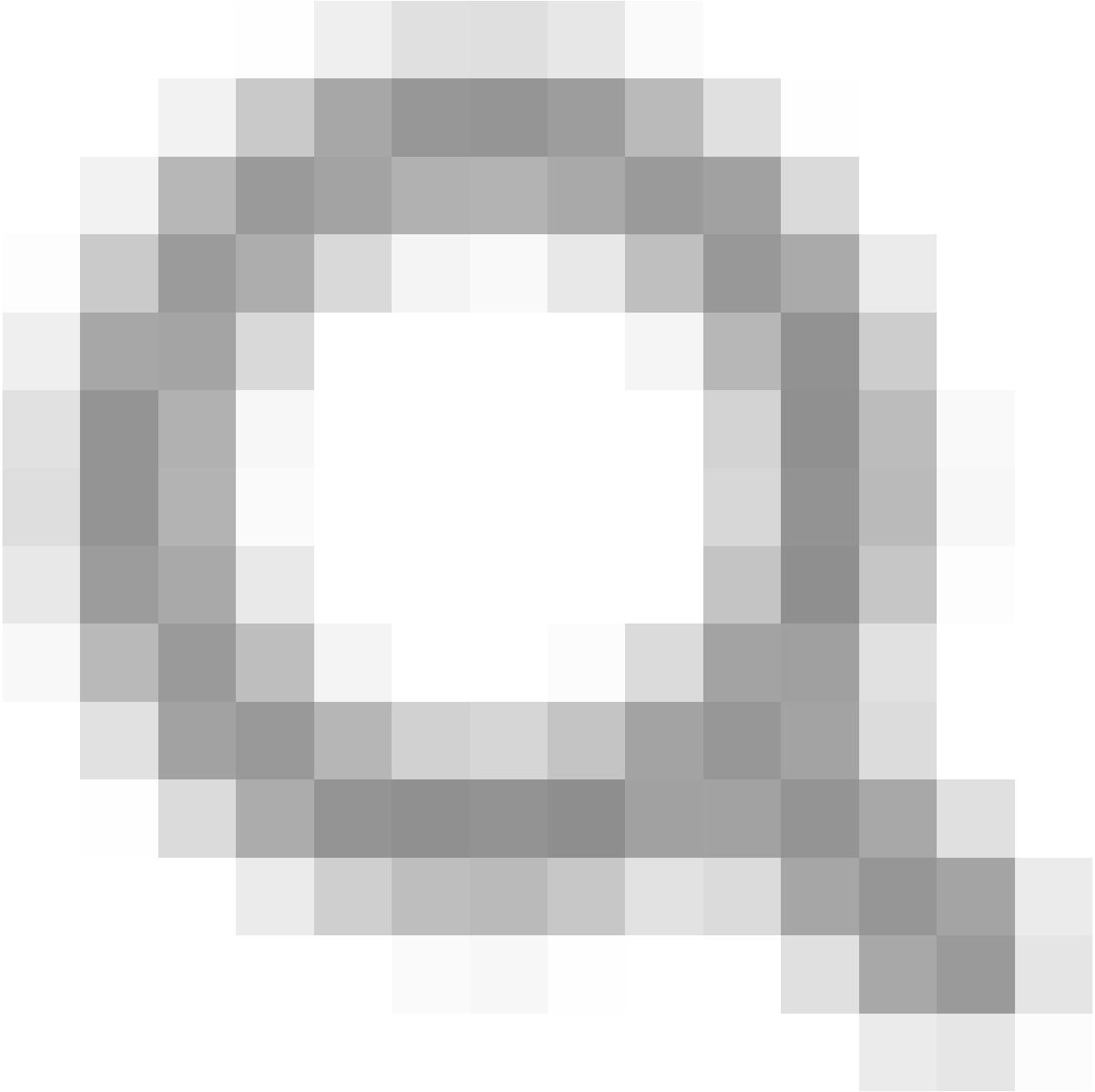
/

> **Remote Phone Book**.

b. Select the desired remote phone book.

c. Do one of the following:

- Select **Search** or



.

- Enter your search criteria in the search field.
- Select the desired letter (for example, T) along the right side to jump to contacts whose names start with T or t.

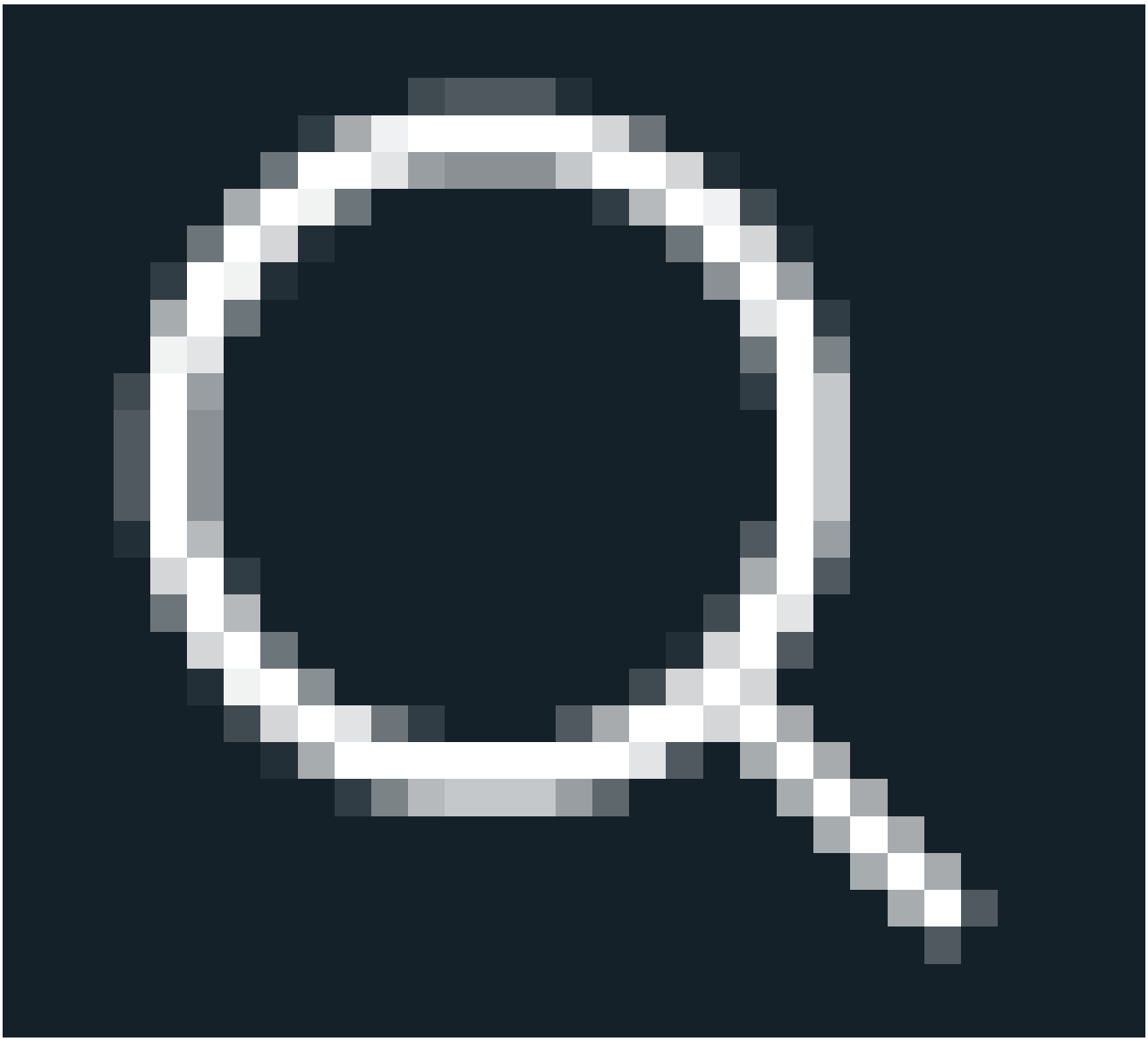
- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **Remote Phone Book**.

  b. Select the desired remote phone book.

  c. Do one of the following:

  - Select

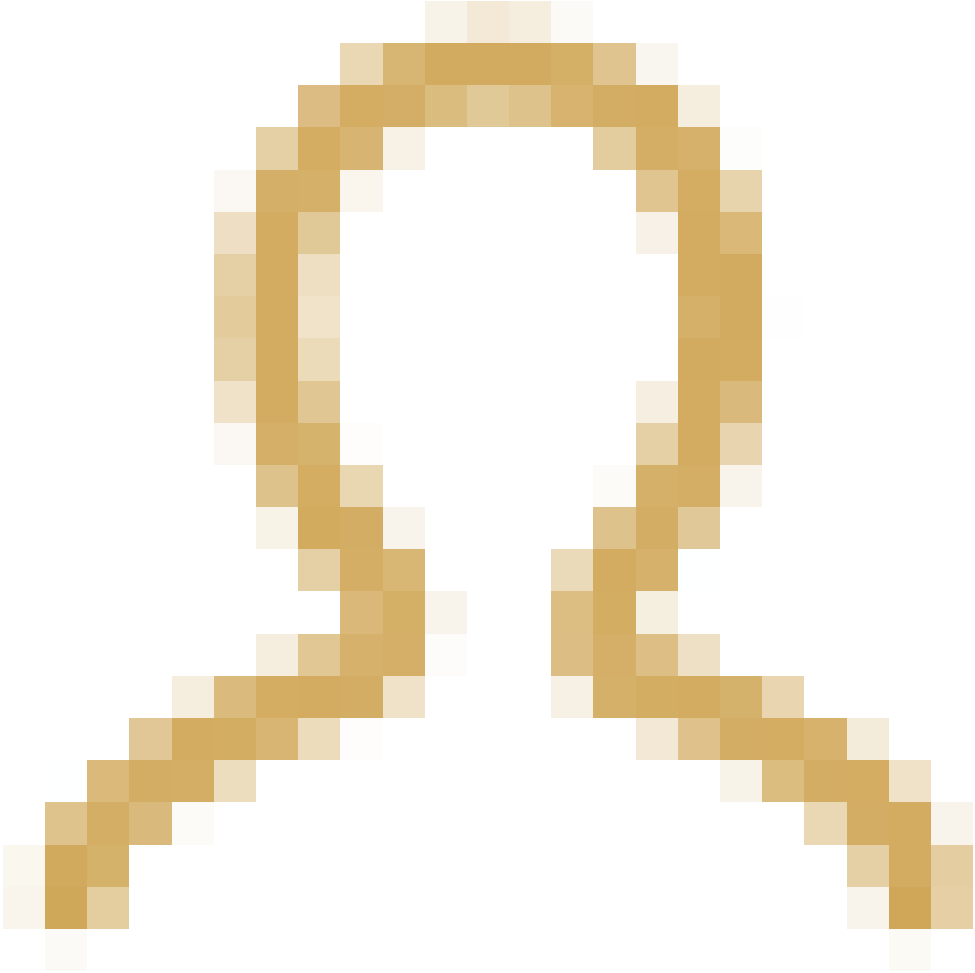


.

- Enter your search criteria in the search field.
- Select the desired letter (for example, T) along the right side to jump to contacts whose names start with T or t.

- For CP925/CP935W phones:

  a. Go to

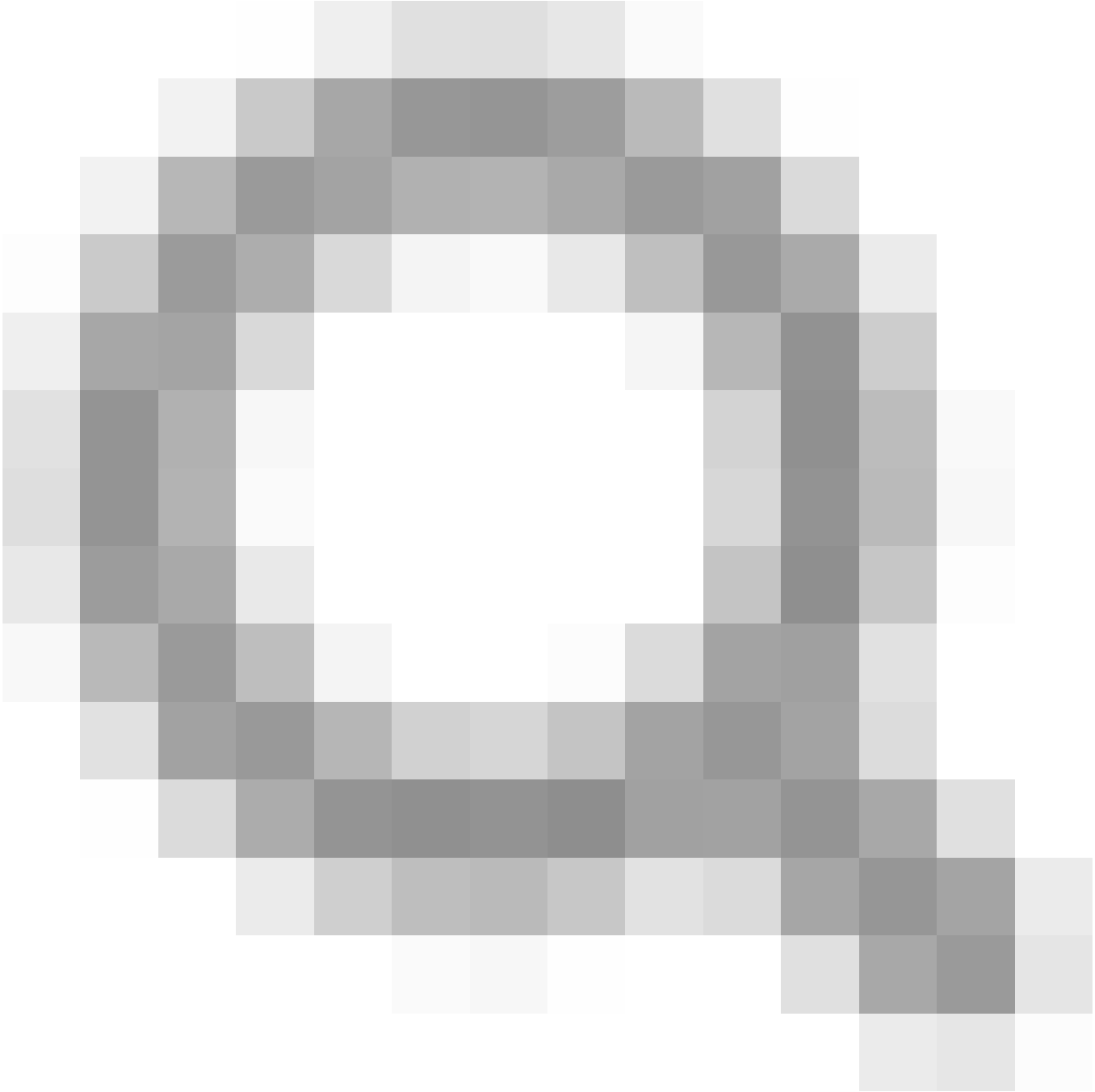


> **Local Directory** > **Remote Phone Book**.

b. Select the desired remote phone book.

c. Do one of the following:

- Select **Search** or



.

- Enter your search criteria in the search field.
- Select the desired letter (for example, T) along the right side to jump to contacts whose names start with T or t.

View Remote Phone Book Contacts

You can view the contact list of the remote phone book on your phone.

Procedure

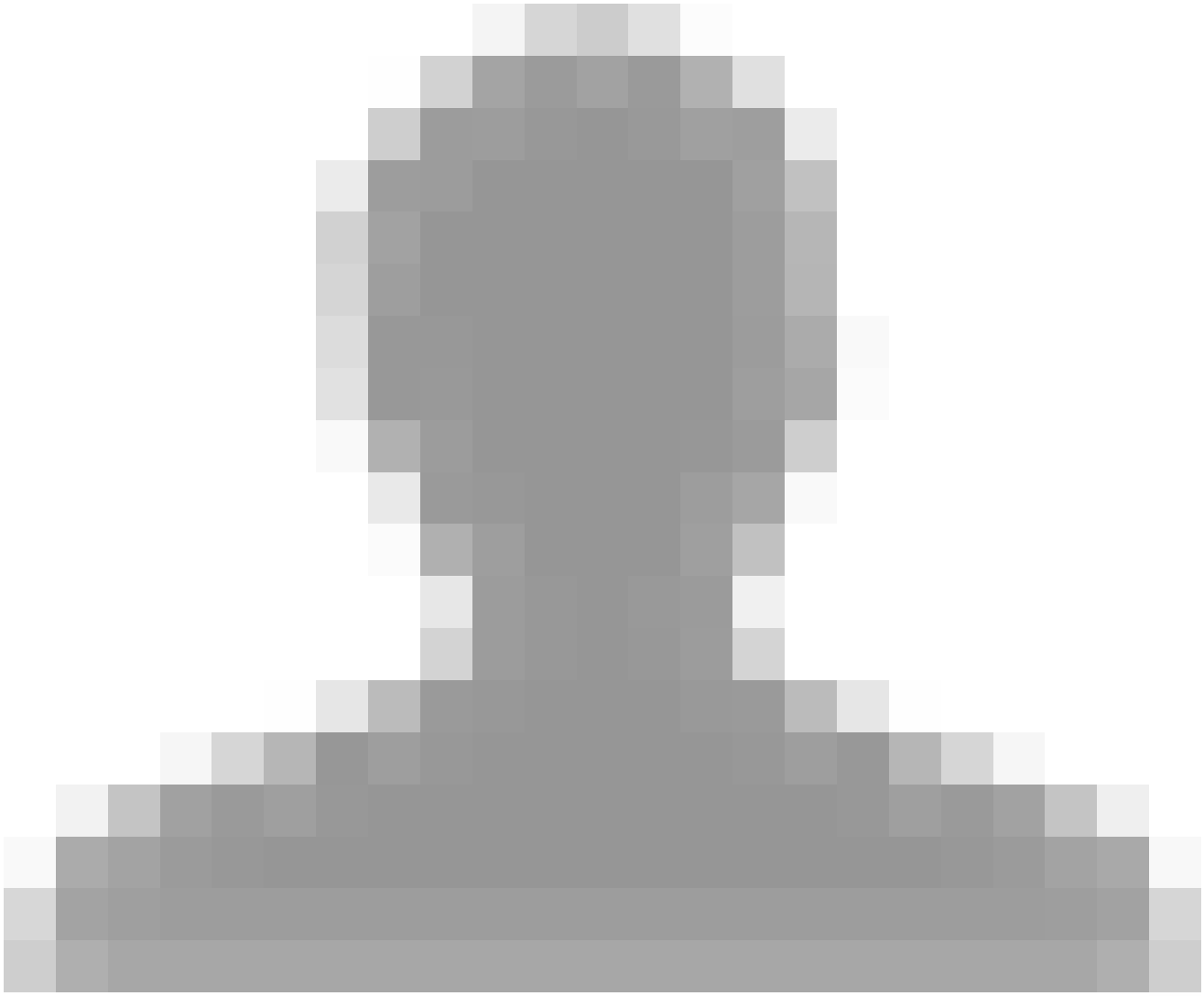
Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  - Select **Directory** or go to **Menu** > **Directory** > **Remote Phone Book**.

In version x.86.0.131, T3X/T4XU/T5XW now support updating the Remote Phone Book

from the Remote Phone Book interface. You can update your Remote Phone Book by clicking on the "Update" Softkey.

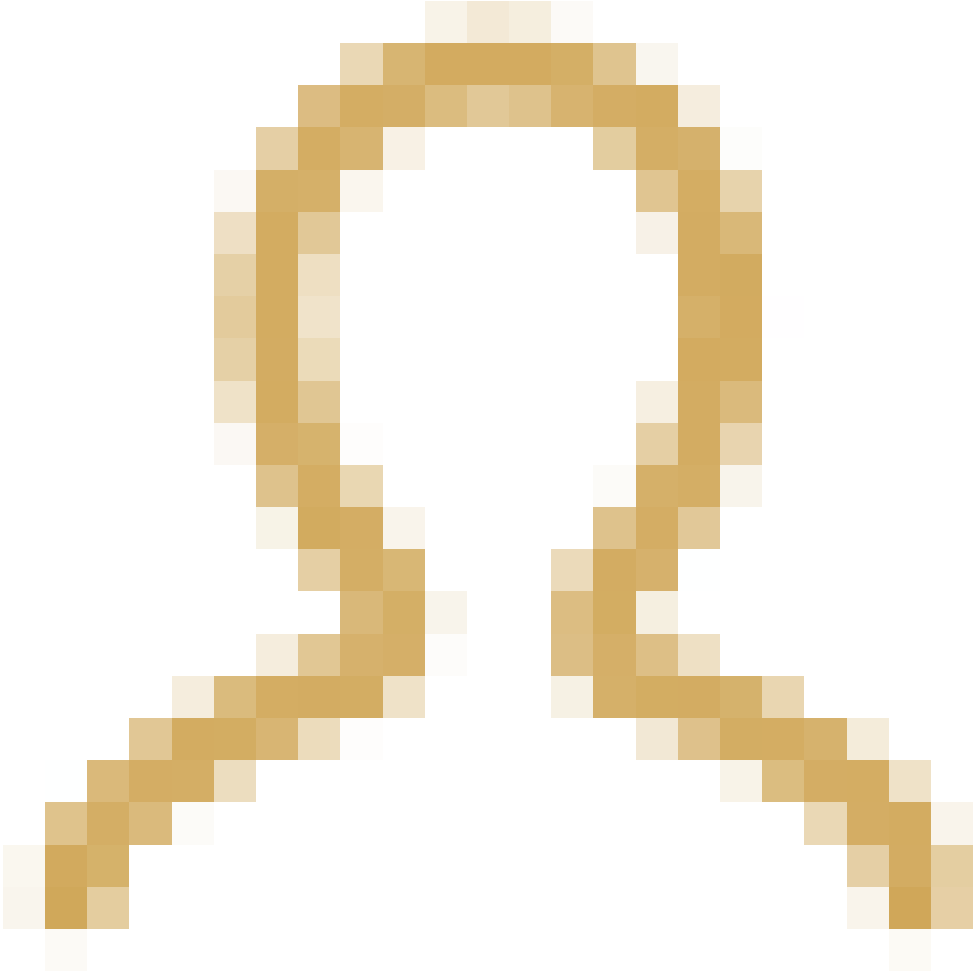
- For VP59/T58A/T58W phones, go to



/

> **Remote Phone Book**.

- For T88W (Pro)/T88V Pro phones, go to **Contact** > **Remote Phone Book**.
- For CP925/CP935W phones, go to



> **Local Directory** > **Remote Phone Book**.

Save Remote Phone Book Contact to Local Directory

You can save any remote phone book contact to the Local Directory, to conveniently call this contact when you can not access the remote phone book.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Directory** > **Remote Phone Book**.
  b. Select the desired remote phone book.
  c. Select the desired contact, and then select **Option** > **Add to Contacts**.
  d. For T48U/T48S/T48G/T57W phones, select

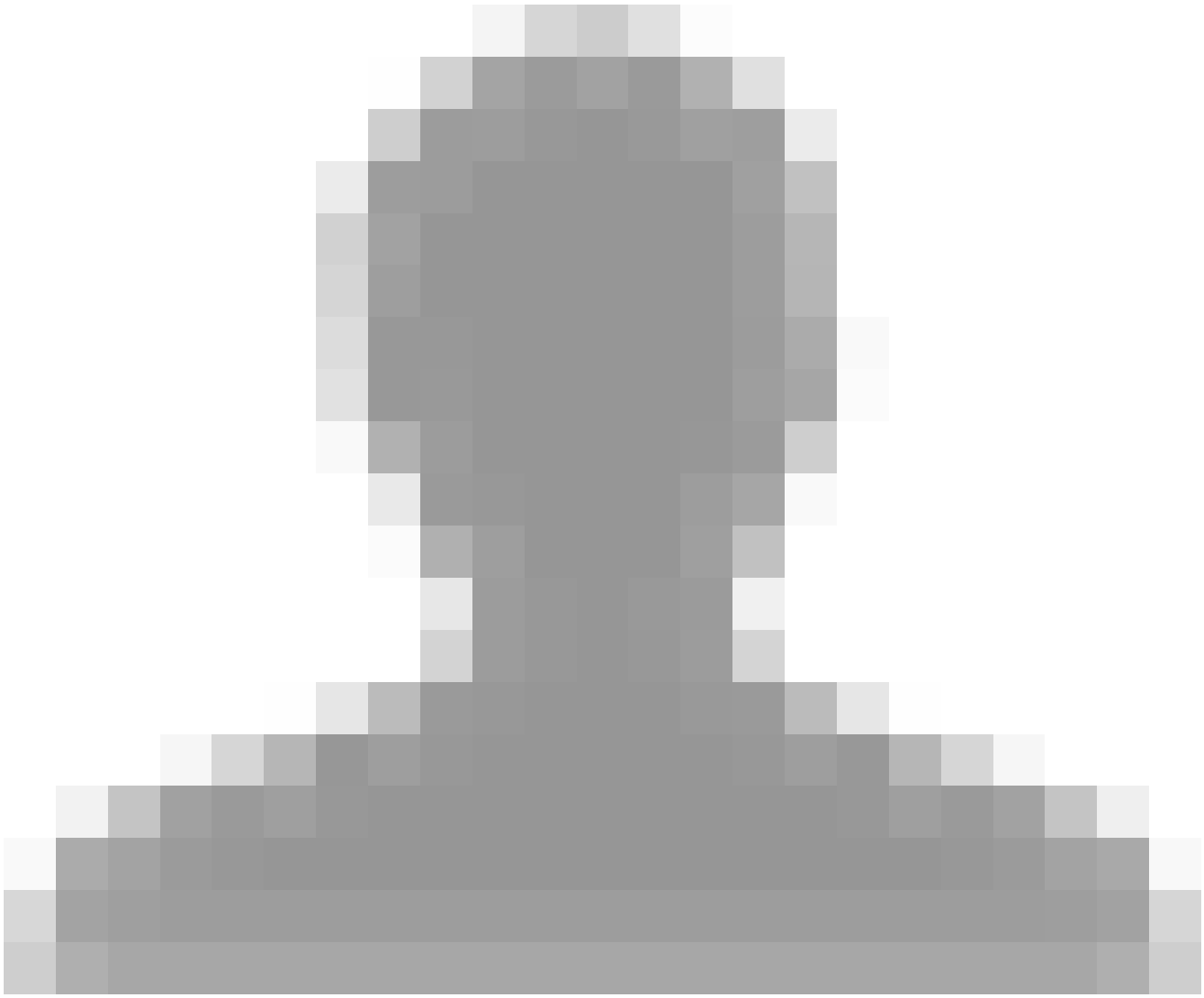
> **Add**.

d. Edit the corresponding fields.

e. Select **Save**.

- For VP59/T58A/T58W phones:

  a. Go to



/

> **Remote Phone Book**.

b. Select the desired remote phone book.

c. Tap

beside the desired contact.

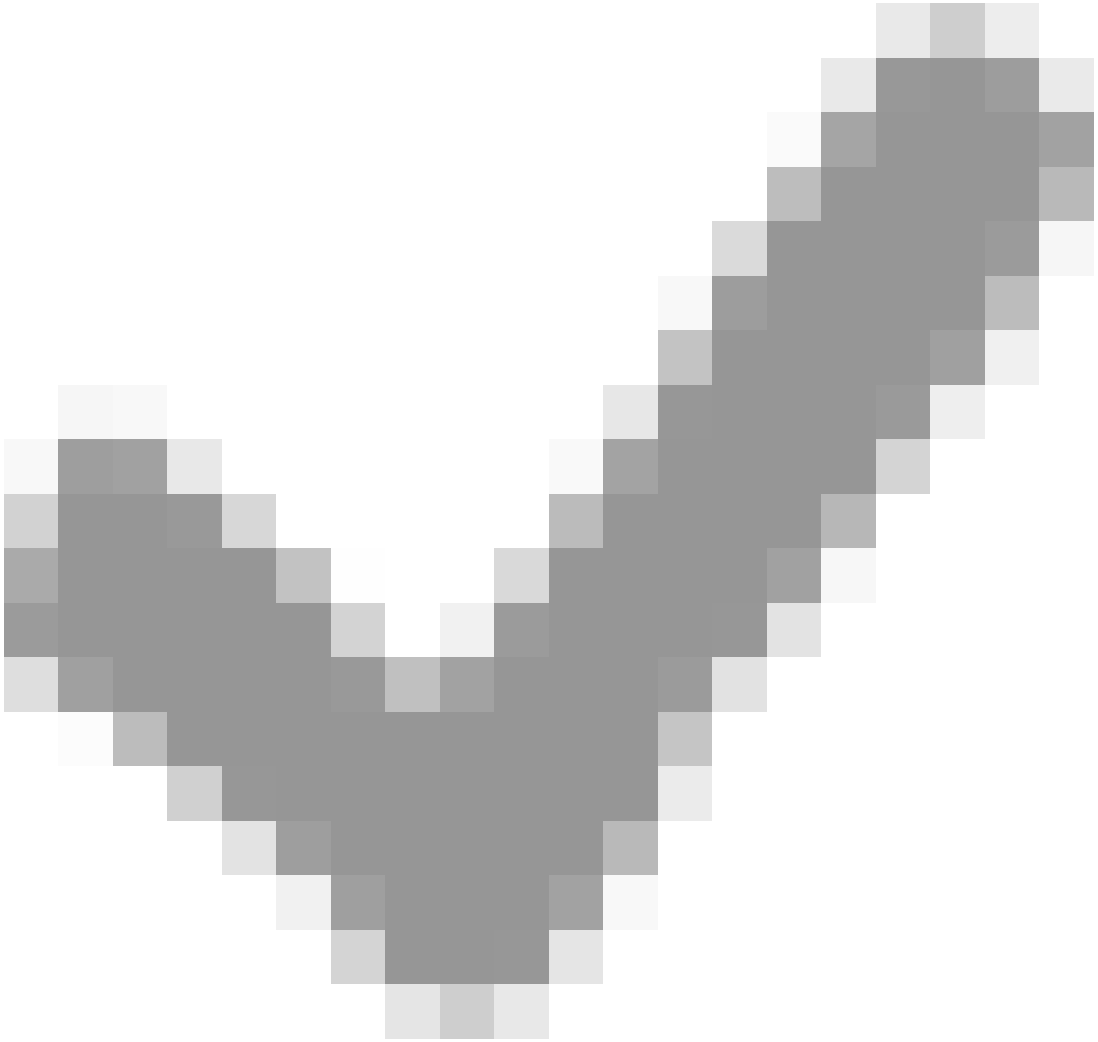
d. For T58W, tap the desired contact and then select

.

d. Select **Add**.

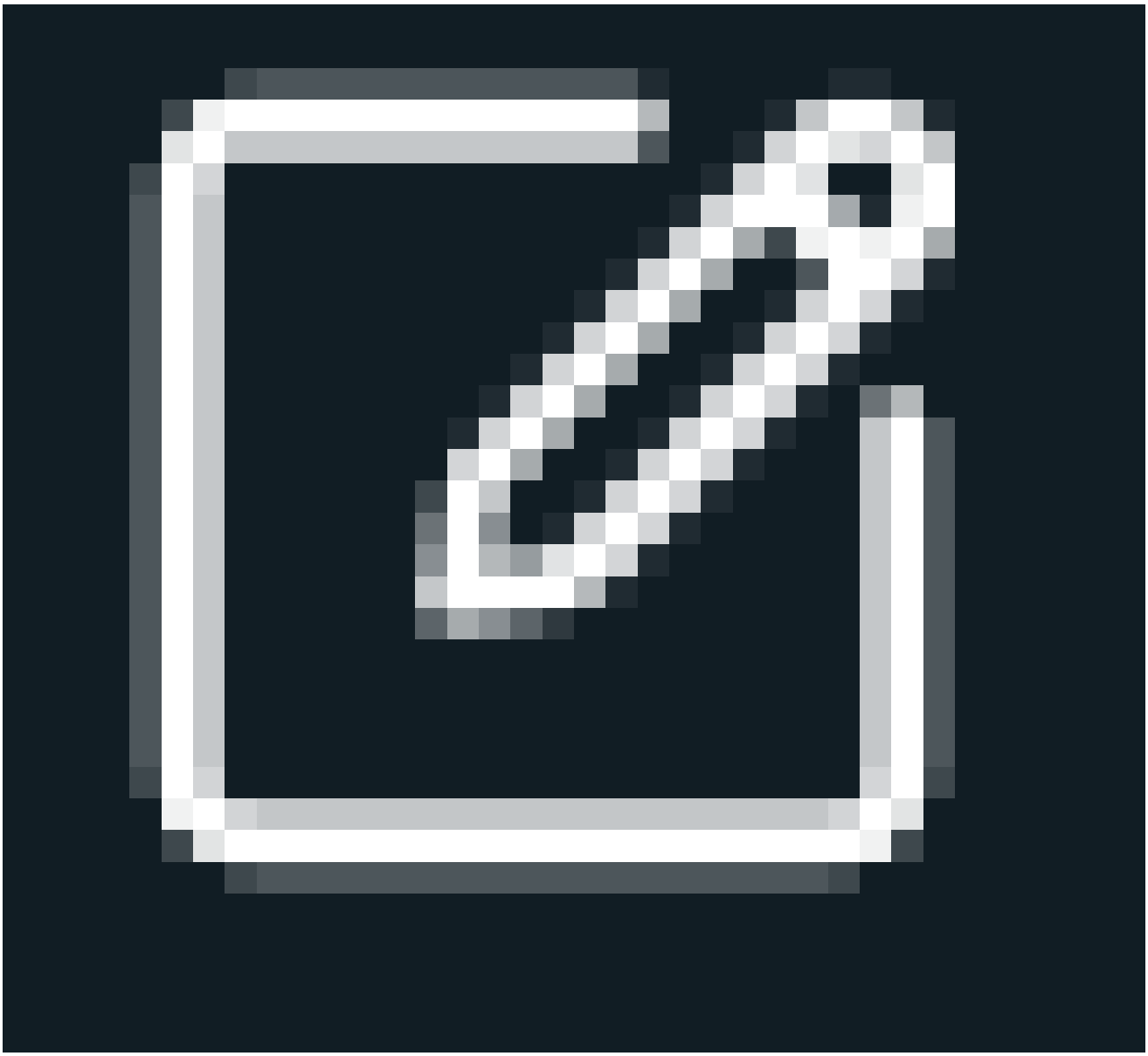
e. Select **Local Directory** from the **Group** field.

f. Select



or **OK**.

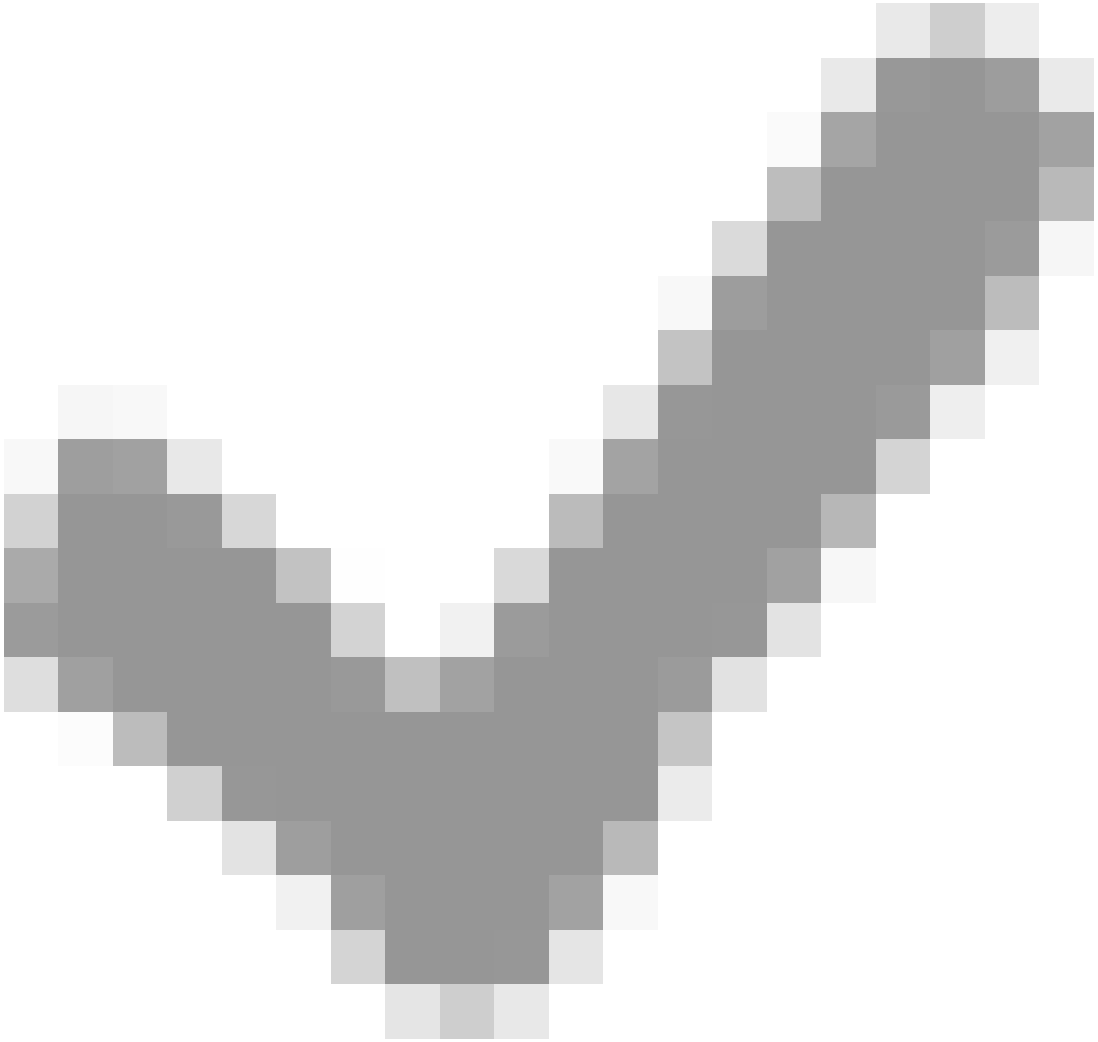
- For T88W (Pro)/T88V Pro phones:
  a. Go to **Contact** > **Remote Phone Book**.
  b. Select the desired remote phone book.
  c. Tap the desired contact and then select



.

d. Select **Local Directory** from the **Group** field.

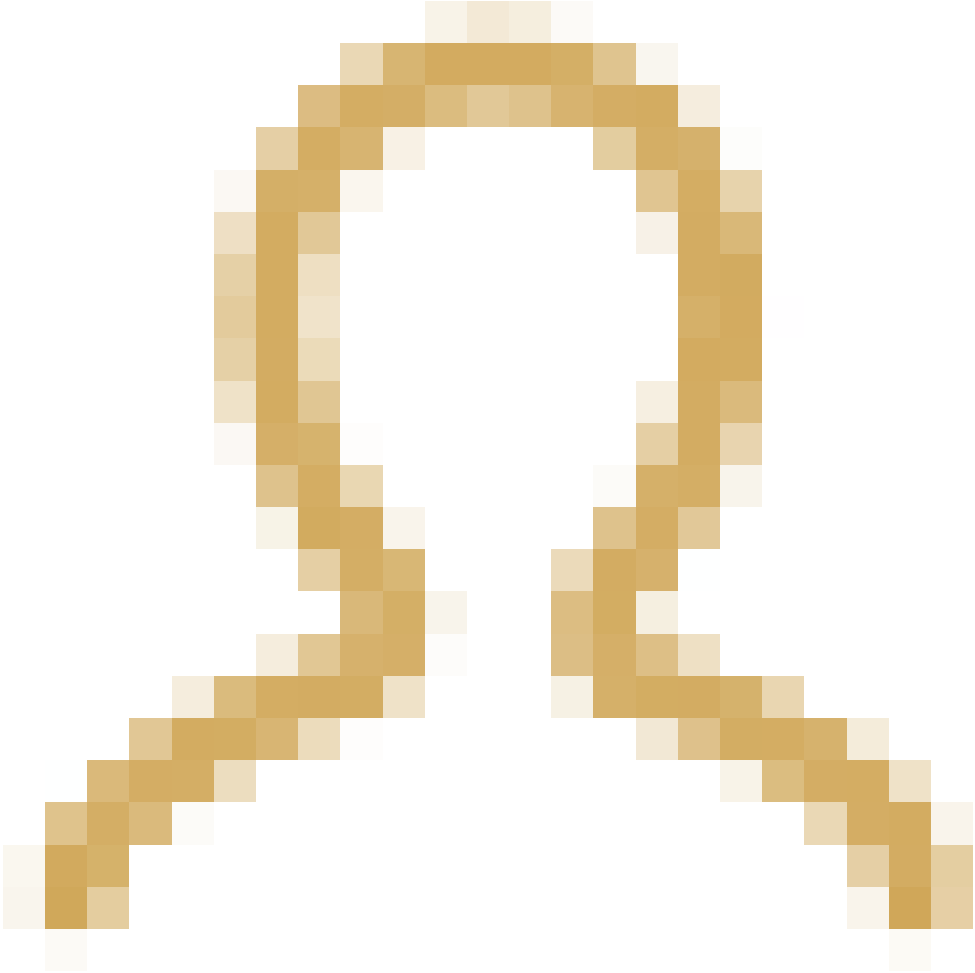
e. Select



or **OK**.

- For CP925/CP935W phones:

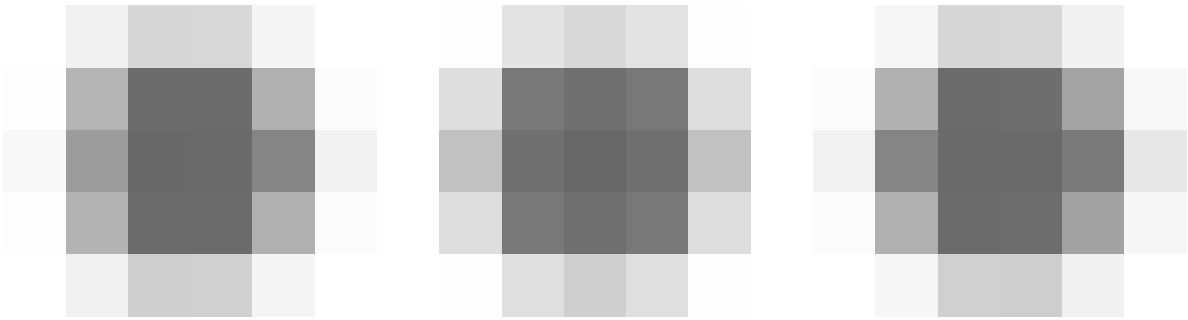
  a. Go to



> **Local Directory** > **Remote Phone Book**.

b. Select the desired remote phone book.

c. Tap the desired contact and select

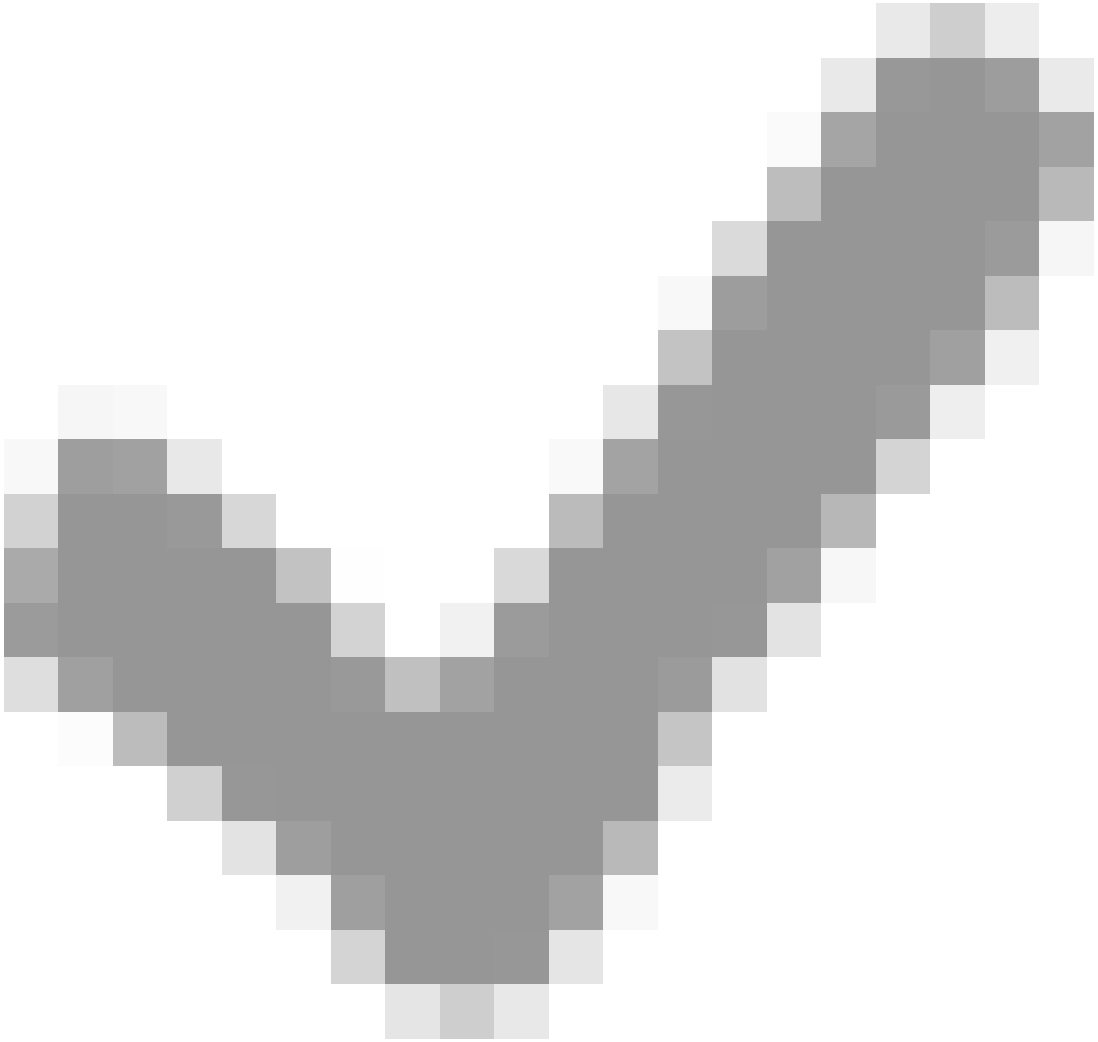


.

d. Select **Add**.

e. Select **Local Directory** from the **Group** field.

f. Select



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Save Remote Phone Book Contact to Blocklist

You can save any remote phone book contact to the Blocklist on the phone to prevent this contact from calling you.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:

  a. Go to **Menu** > **Directory** > **Remote Phone Book**.

  b. Select the desired remote phone book.

c. Select the desired contact and select **Option** > **Add to Blocklist**.

d. For T48U/T48S/T48G/T57W phones, select

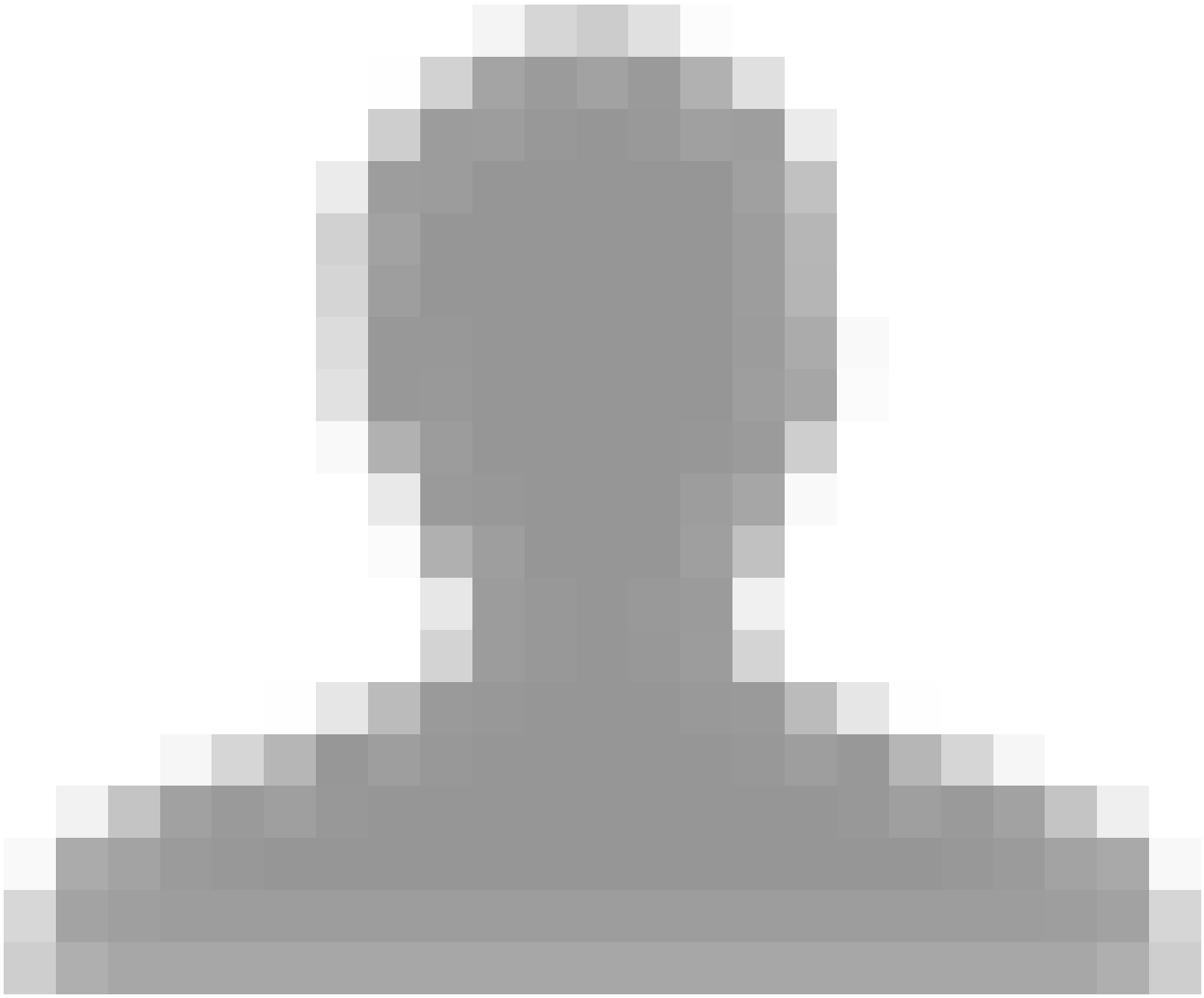
> **Blocklist**.

d. Edit the contact information.

e. Select **Save**.

- For VP59/T58A/T58W phones:

  a. Go to



/

> **Remote Phone Book**.

b. Select the desired remote phone book.

c. Tap

beside the desired contact.

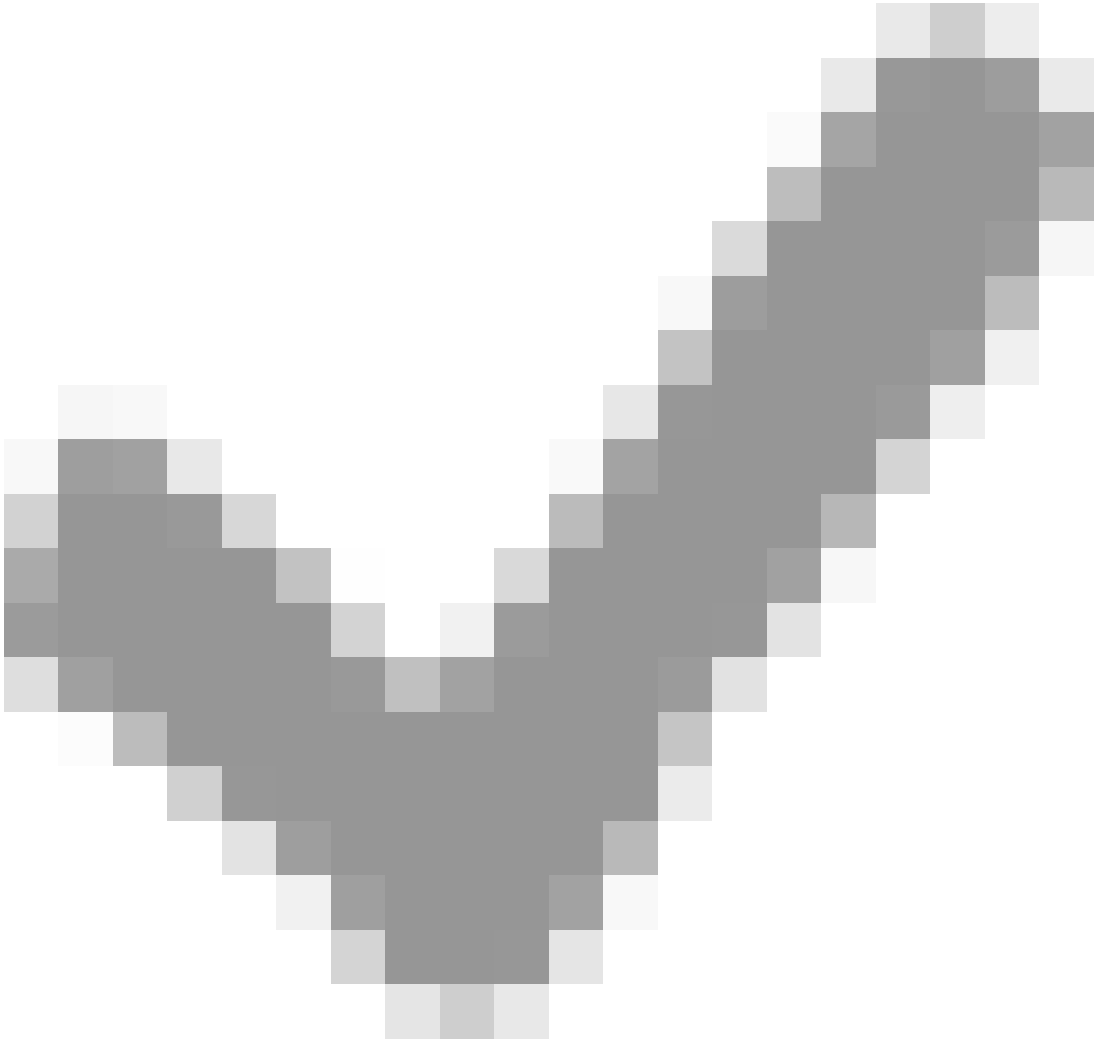
d. For T58W, tap the desired contact and then select

.

d. Select **Add**.

e. Select **Blocklist** from the **Group** field.

f. Select



.

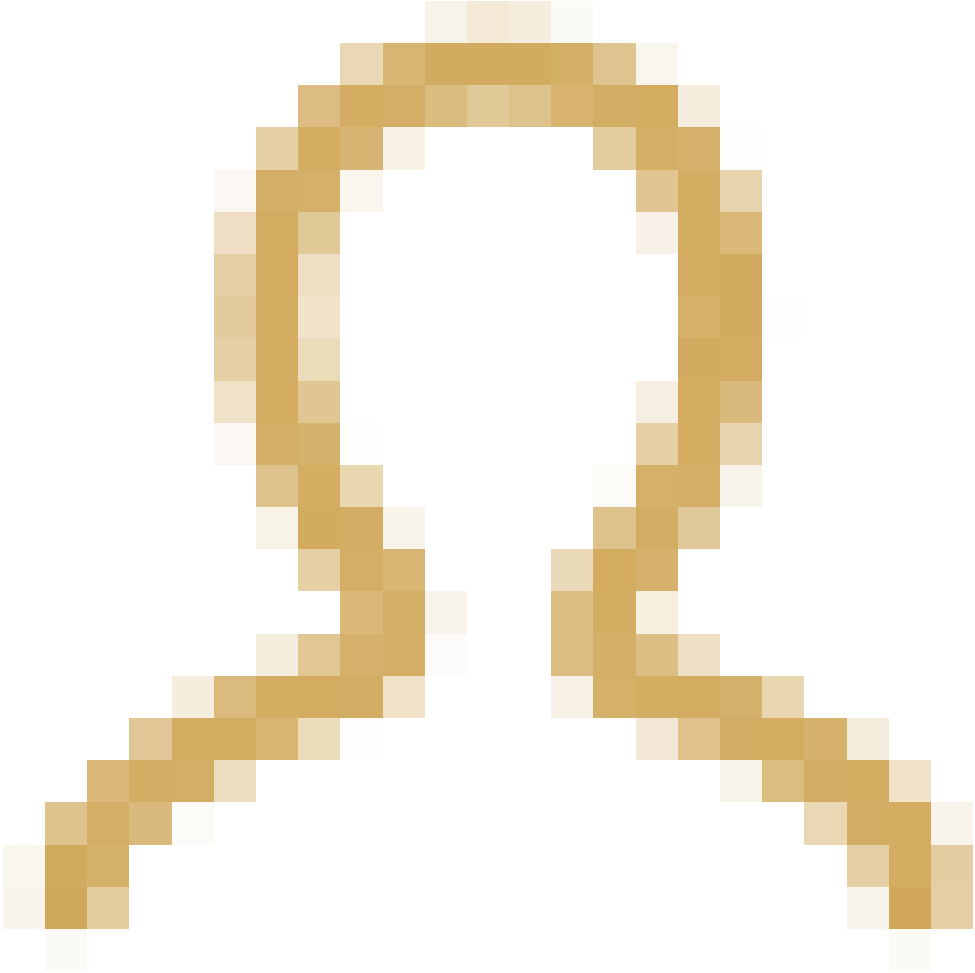
- For T88W (Pro)/T88V Pro phones:
  a. Go to **Contact** > **Remote Phone Book**.
  b. Select the desired remote phone book.
  c. Tap the desired contact and then select

.

d. Select **OK**.

- For CP925/CP935W phones:

  a. Go to



> **Local Directory** > **Remote Phone Book**.

b. Select the desired remote phone book.

c. Tap the desired contact and select

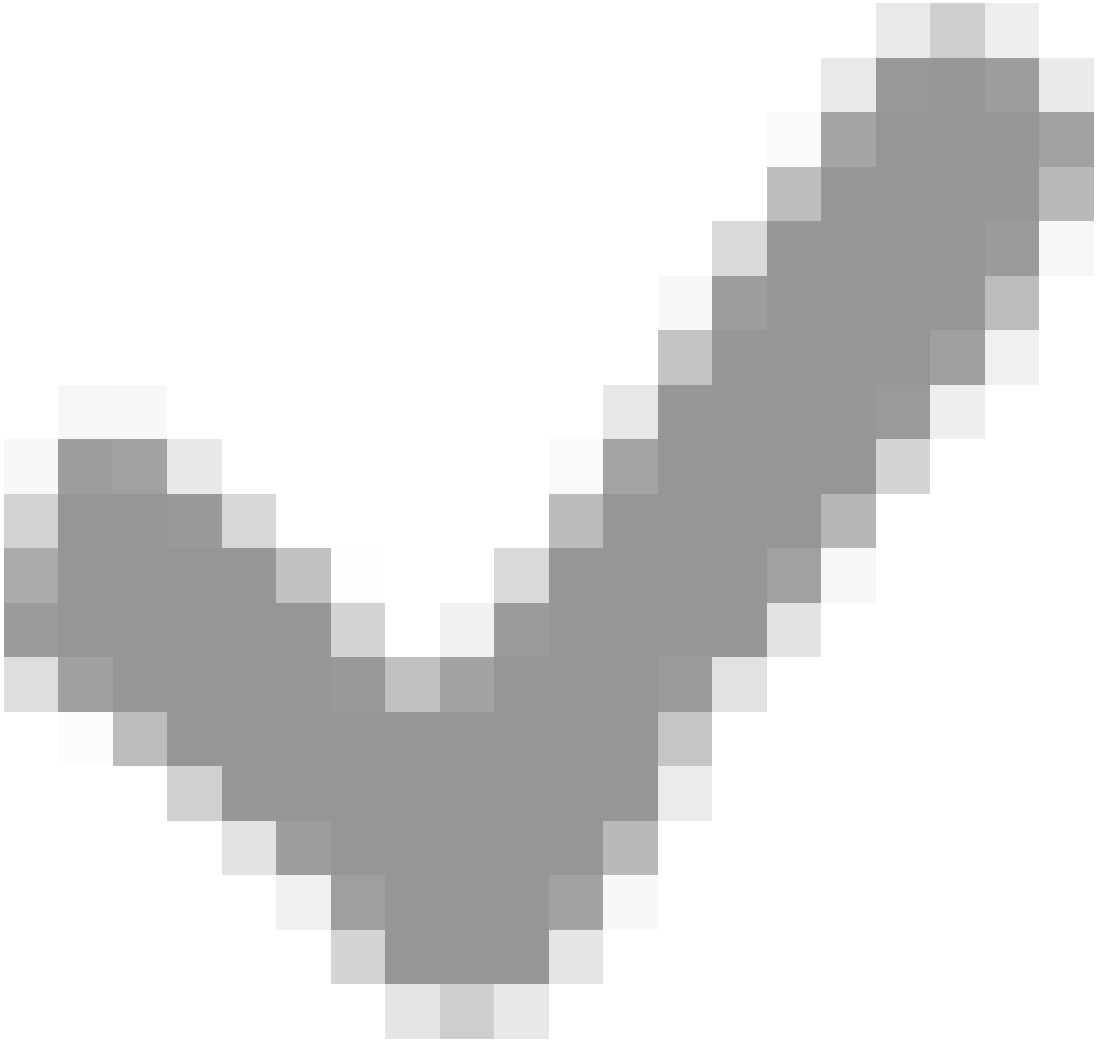
⋯

.

d. Select **Add**.

e. Select **Blocklist** from the **Group** field.

f. Select



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Google Contacts

If your system administrator has enabled the Google Contacts feature, you can access Google Contacts, which lists contacts and groups within your Google account.

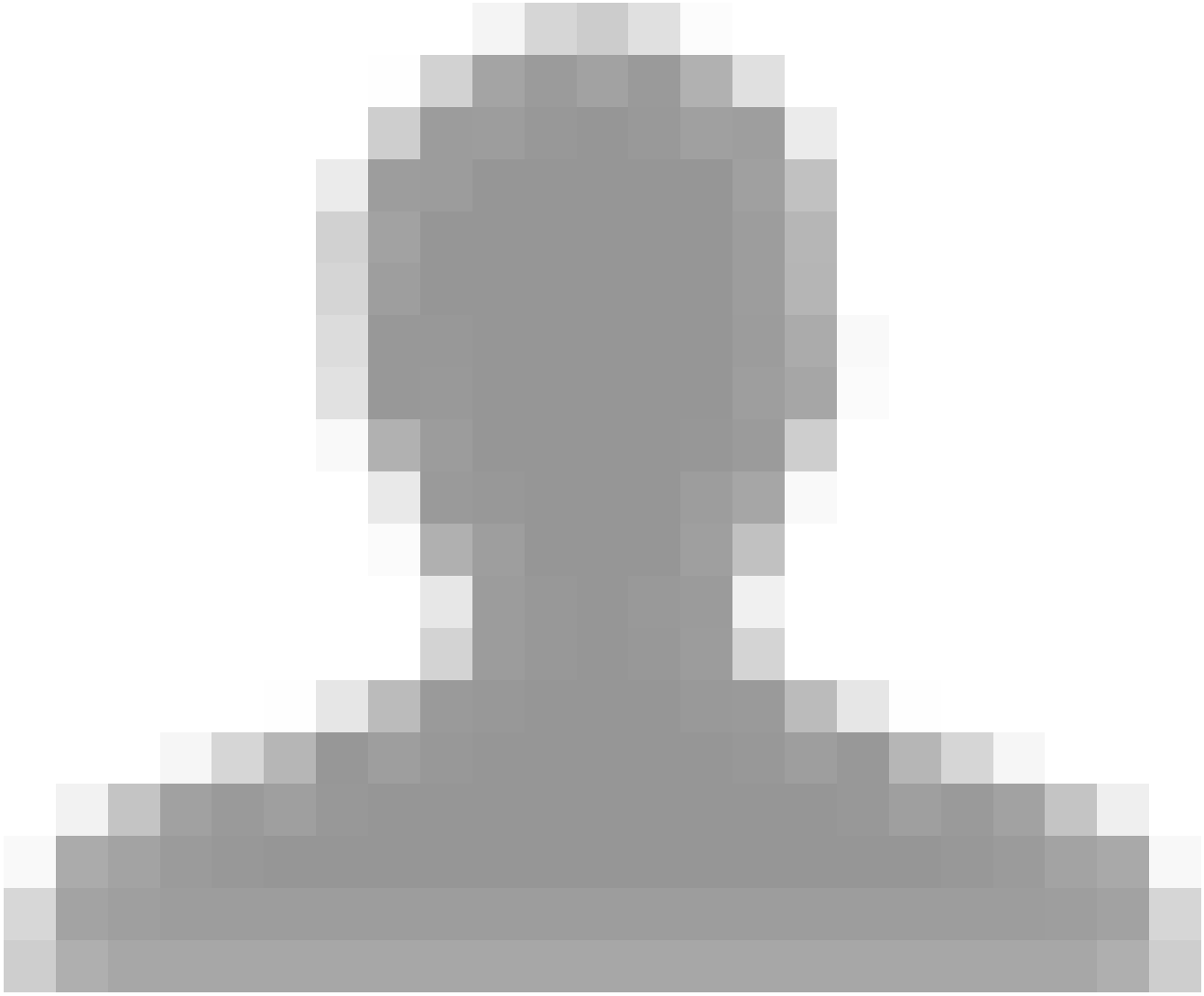
View Google Contacts

You can view Google contacts on your phone.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Select **Directory** or go to **Menu** > **Directory** > **Google Contacts**.
  b. Select **Option** > **Update**.
- For VP59/T58A/T58W phones:
  a. Go to



/

> **Google Contacts**.

b. Drag up and down to scroll through the Google contacts list.

c. Select

beside the desired contact.

d. For T58W, select the desired contact.

e. *The detailed information of the entry appears on the phone screen.*

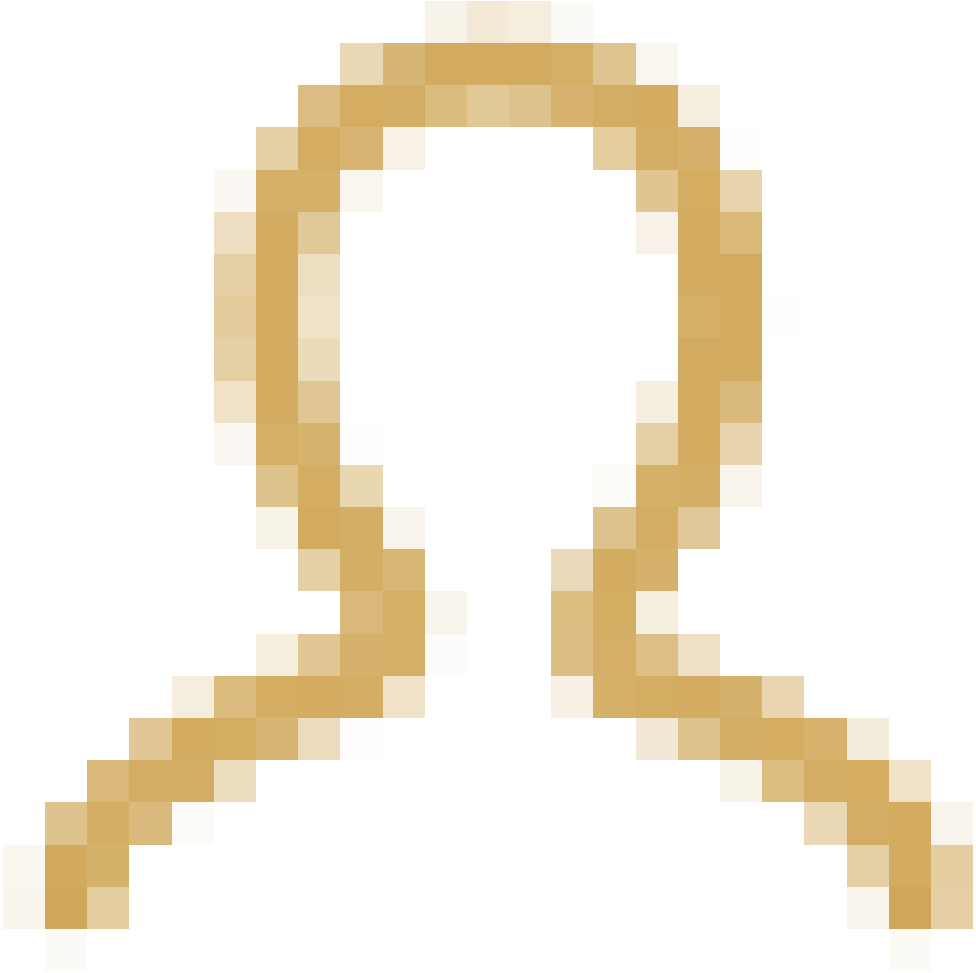
- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **Google Contacts**.

  b. Drag up and down to scroll through the Google contacts list.

  c. Select the desired contact.

- For CP925/CP935W phones, go to



> **Directory** > **Google Contacts**.

Add Google Contact

NOTE

It is only applicable to VP59/T58A/T58W/T88W (Pro)/T88V Pro.

You can add a Google contact on your phone directly. The operation will sync on the Google contact server.

Before You Begin

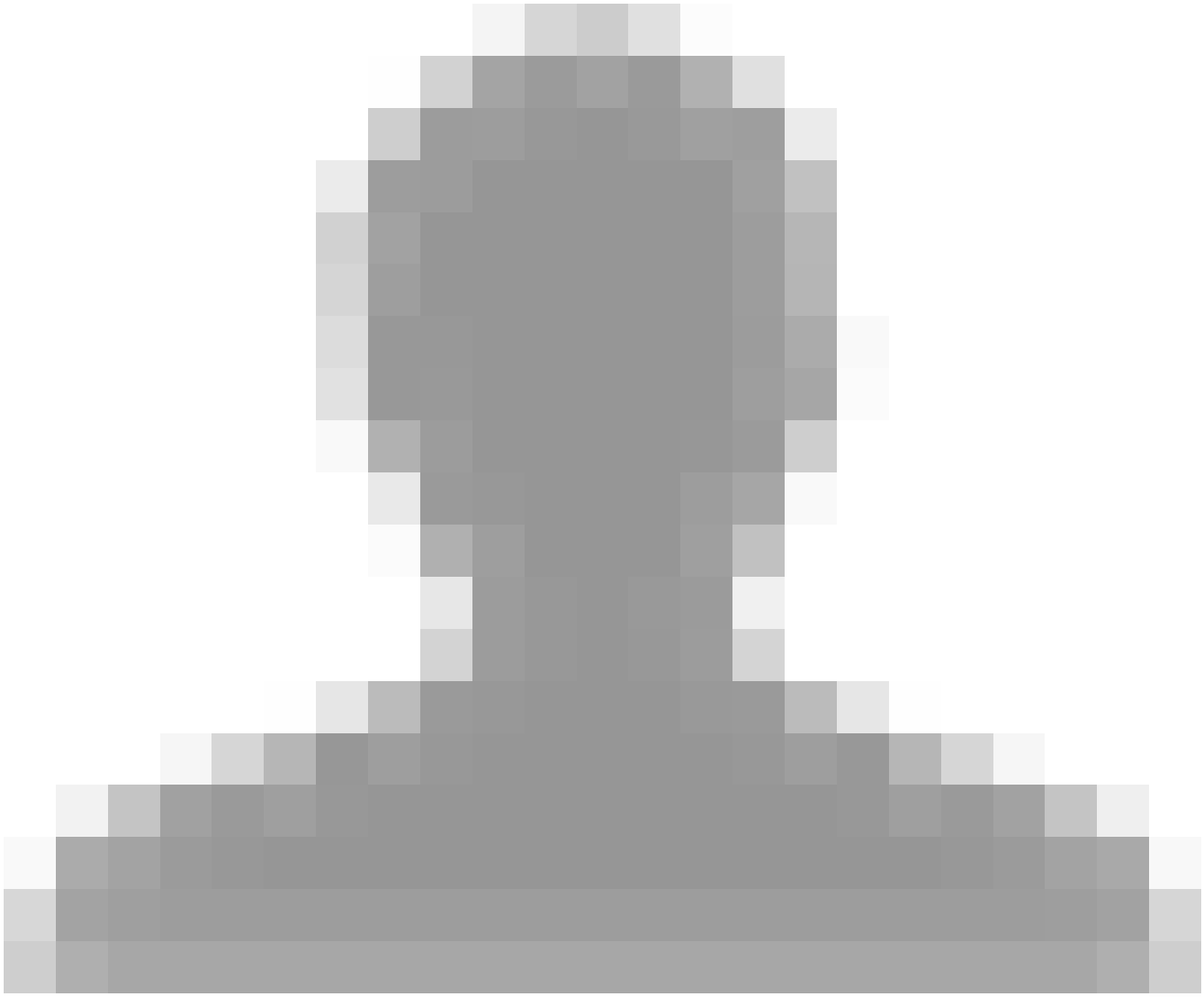
Make sure the Google Contacts feature is enabled.

Procedure

Do one of the following:

- For VP59/T58A/T58W phones:

  a. Go to



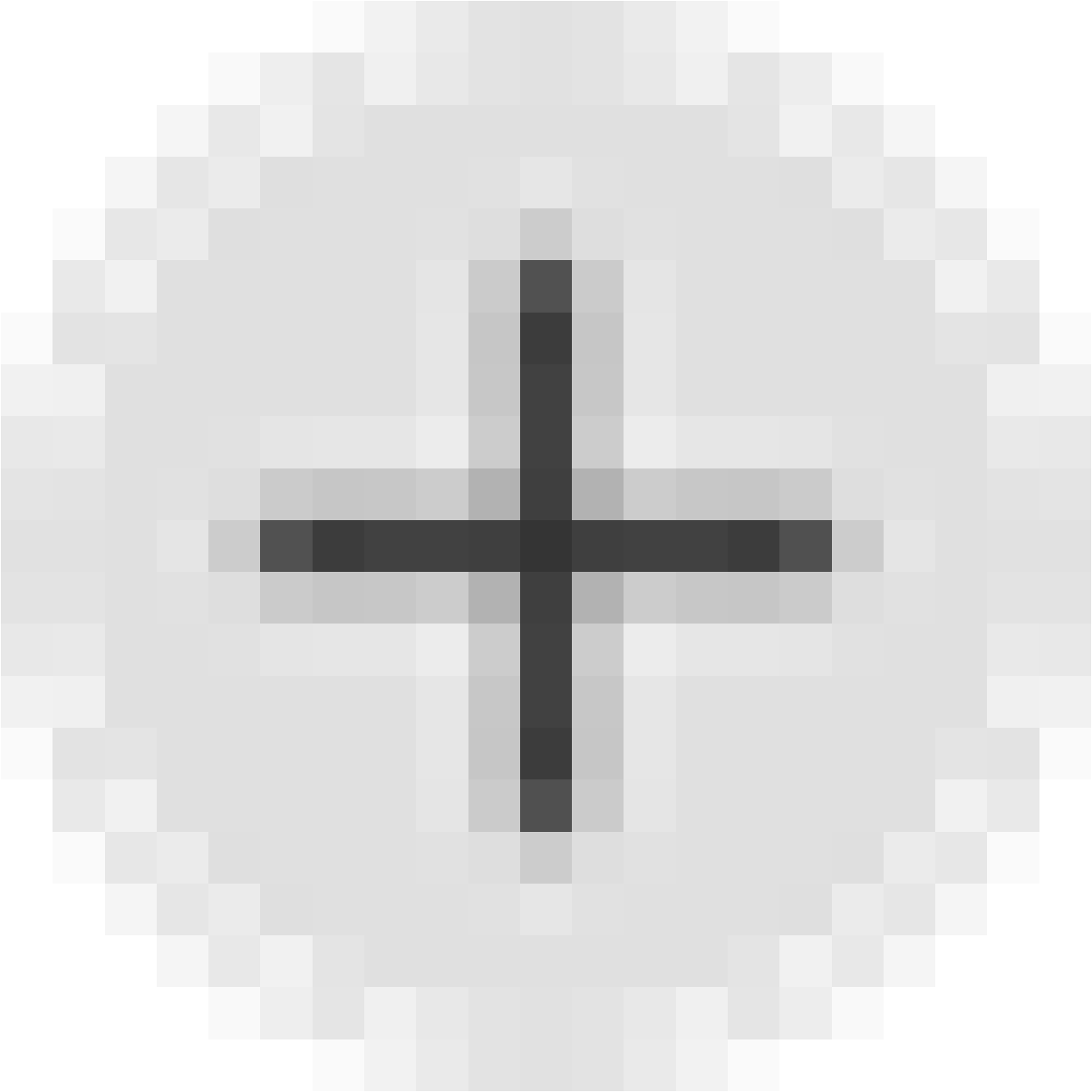
/

> **Google Contacts**.

b. Select

after the desired contact.

c. Select



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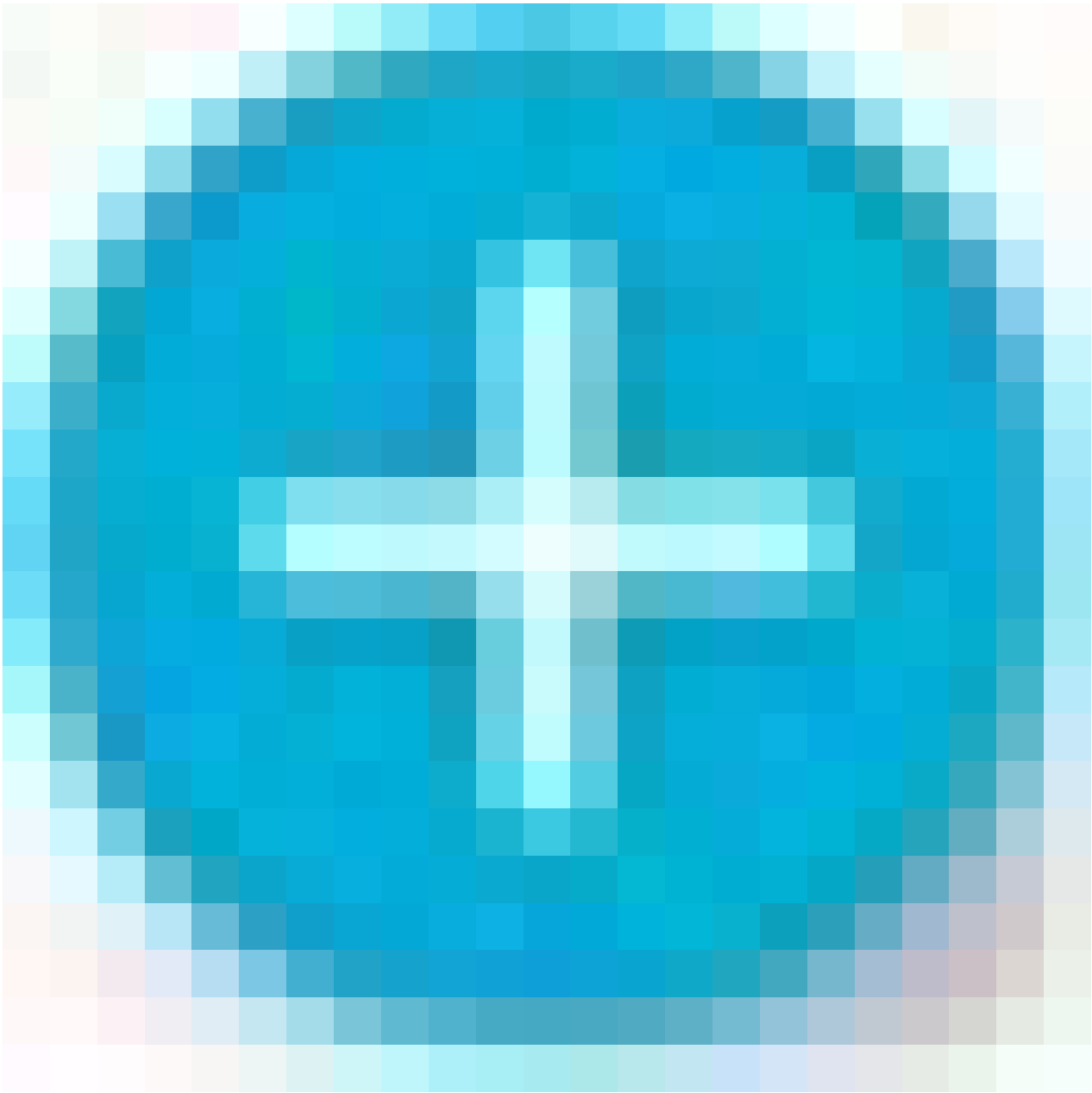
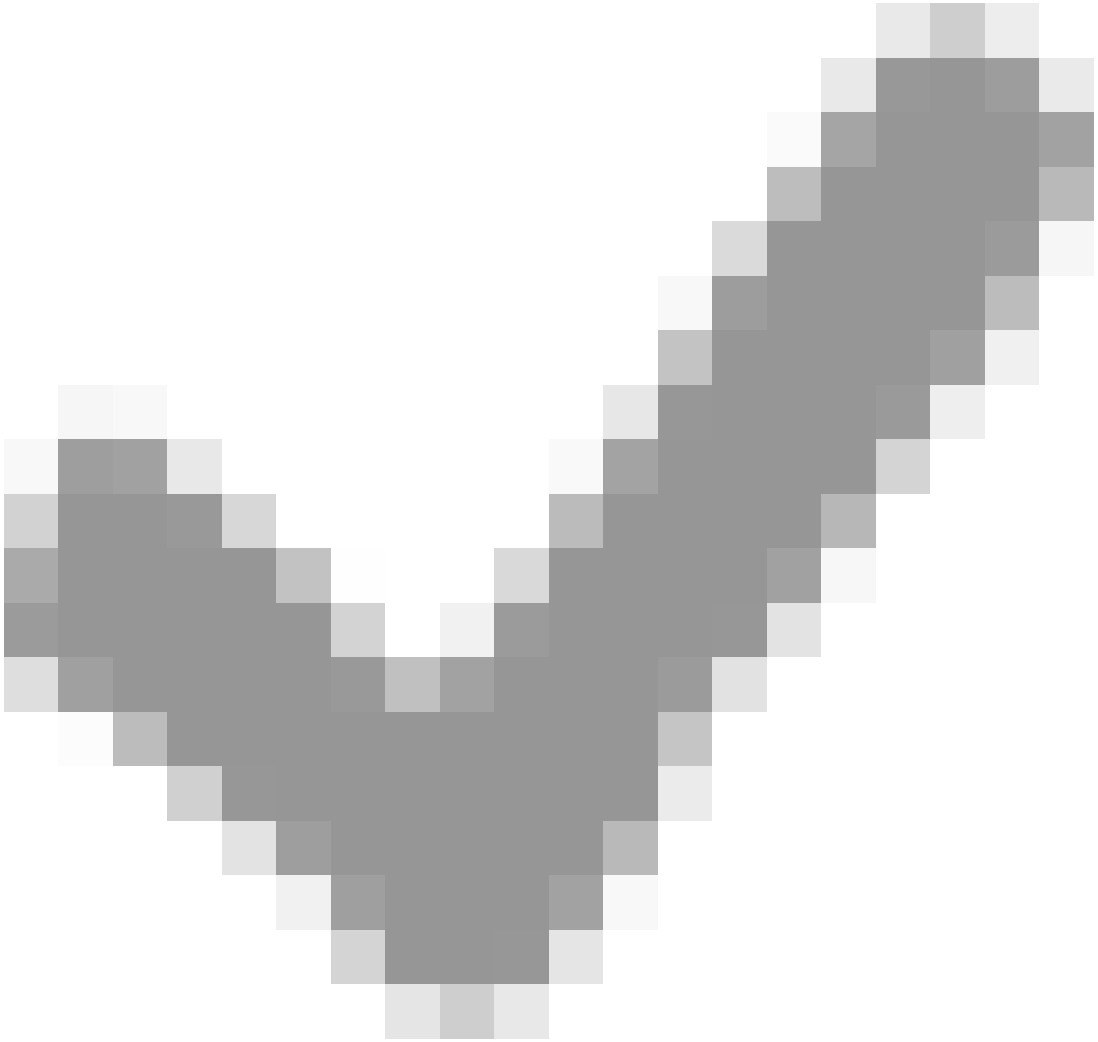


.

d. Enter the contact’ s information.

e. Select



.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **Google Contacts**.

  b. Select

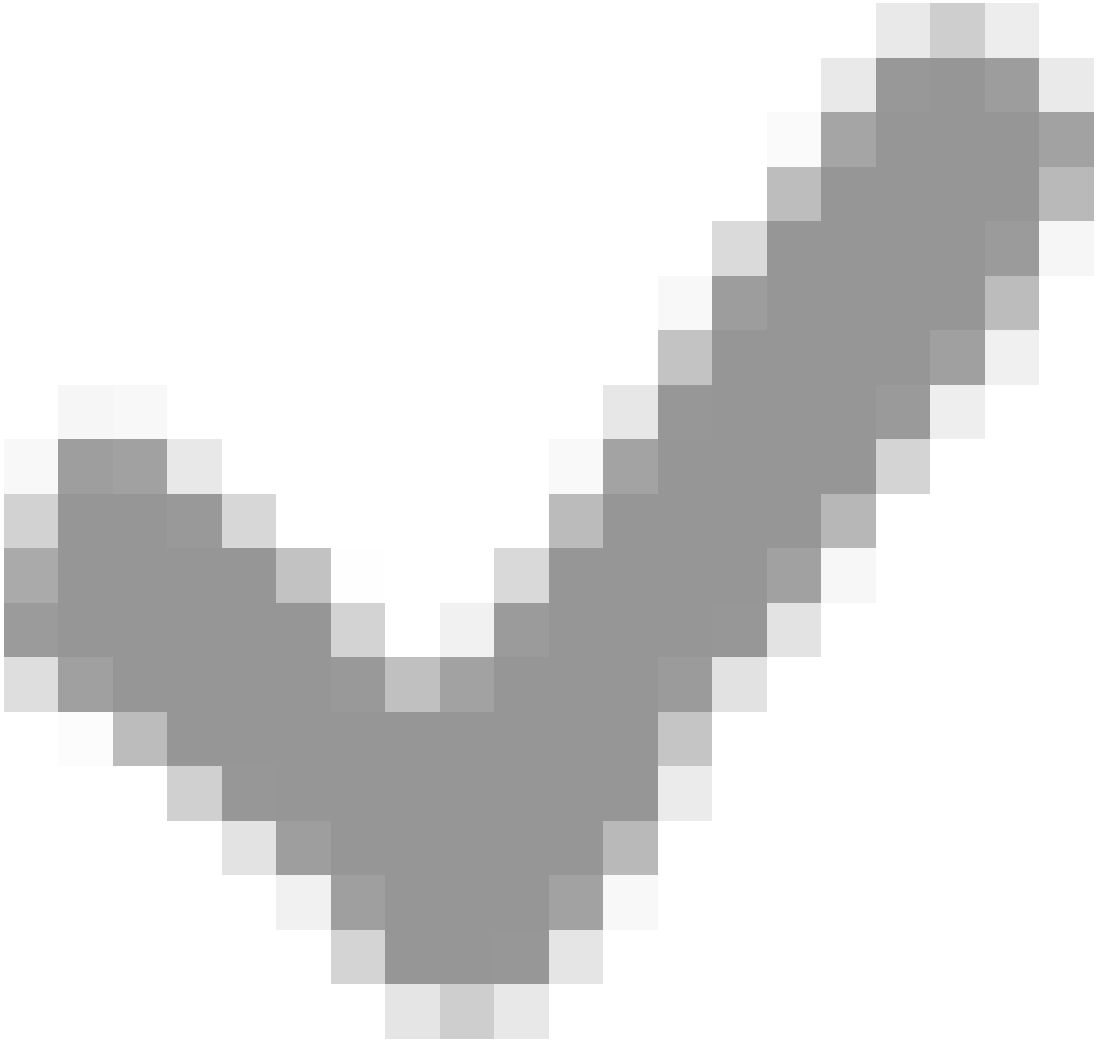
after the desired contact.

c. Select

.

d. Enter the contact's information.

e. Select



Edit Google Contact

NOTE

It is only applicable to VP59/T58A/T58W/T88W (Pro)/T88V Pro.

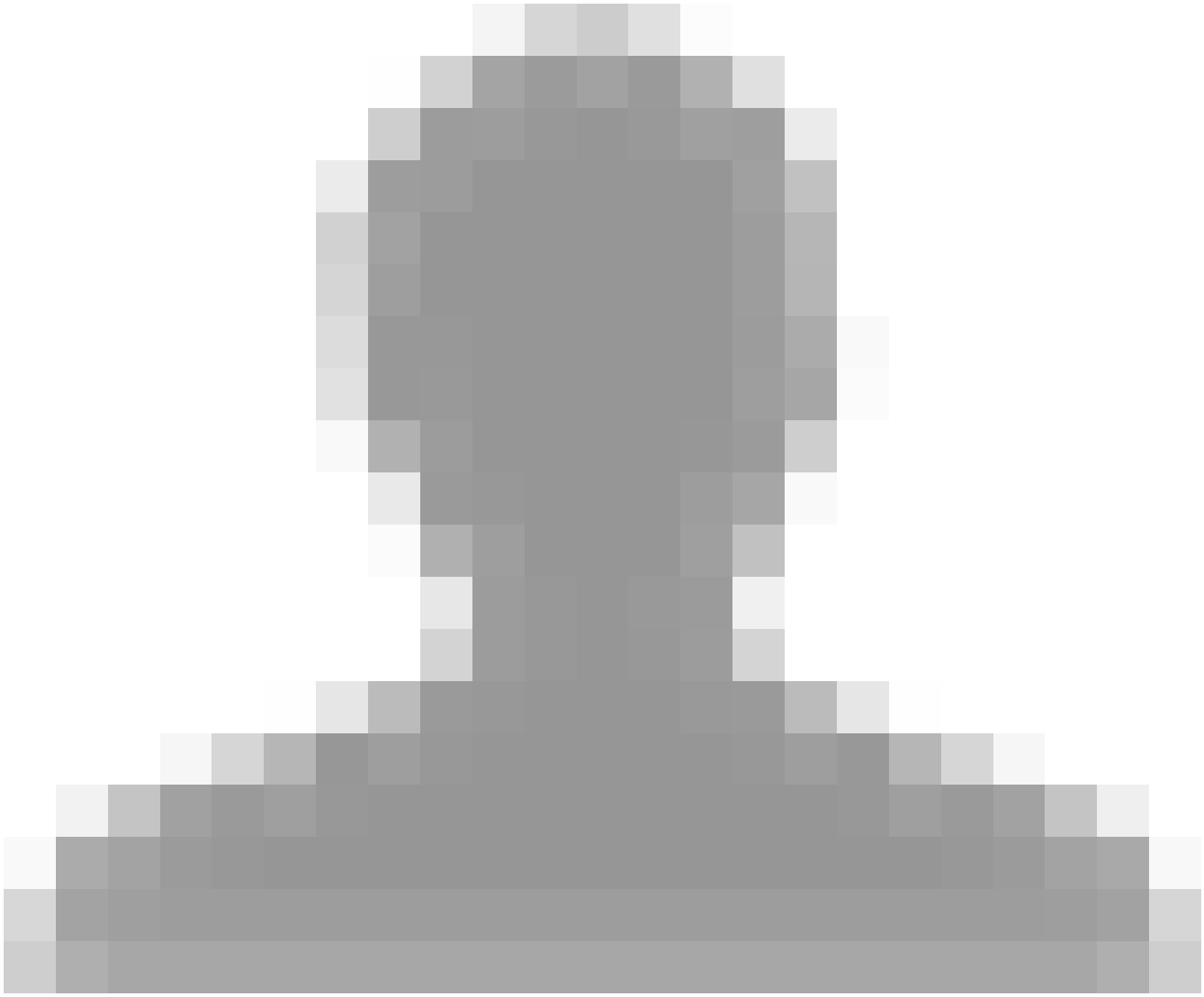
You can edit the Google contact's detailed or latest information on your phone. The operation will sync on the Google contact server.

Procedure

Do one of the following:

- For VP59/T58A/T58W phones:

  a. Go to



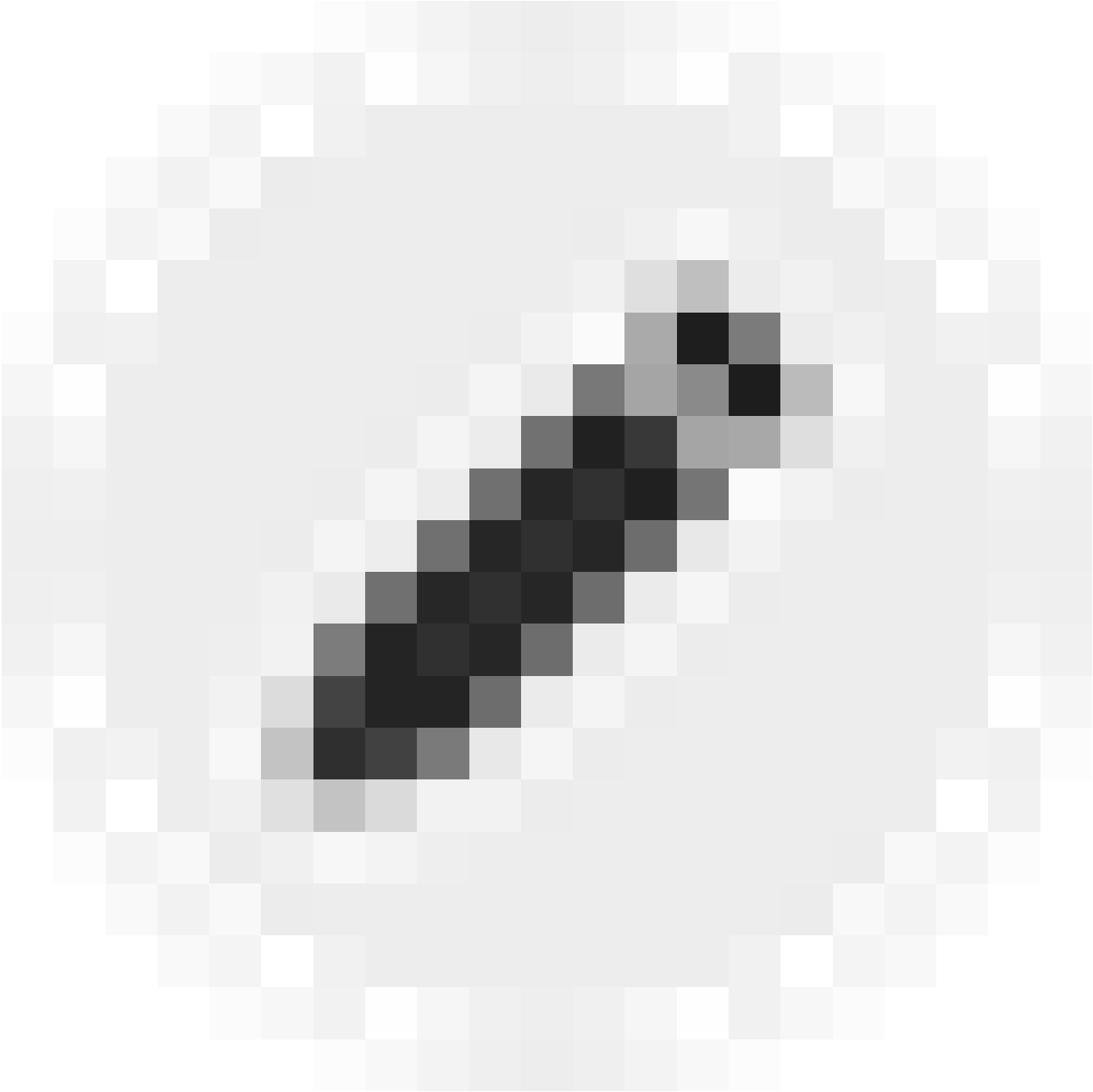
/

> **Google Contacts**.

b. Select

after the desired contact.

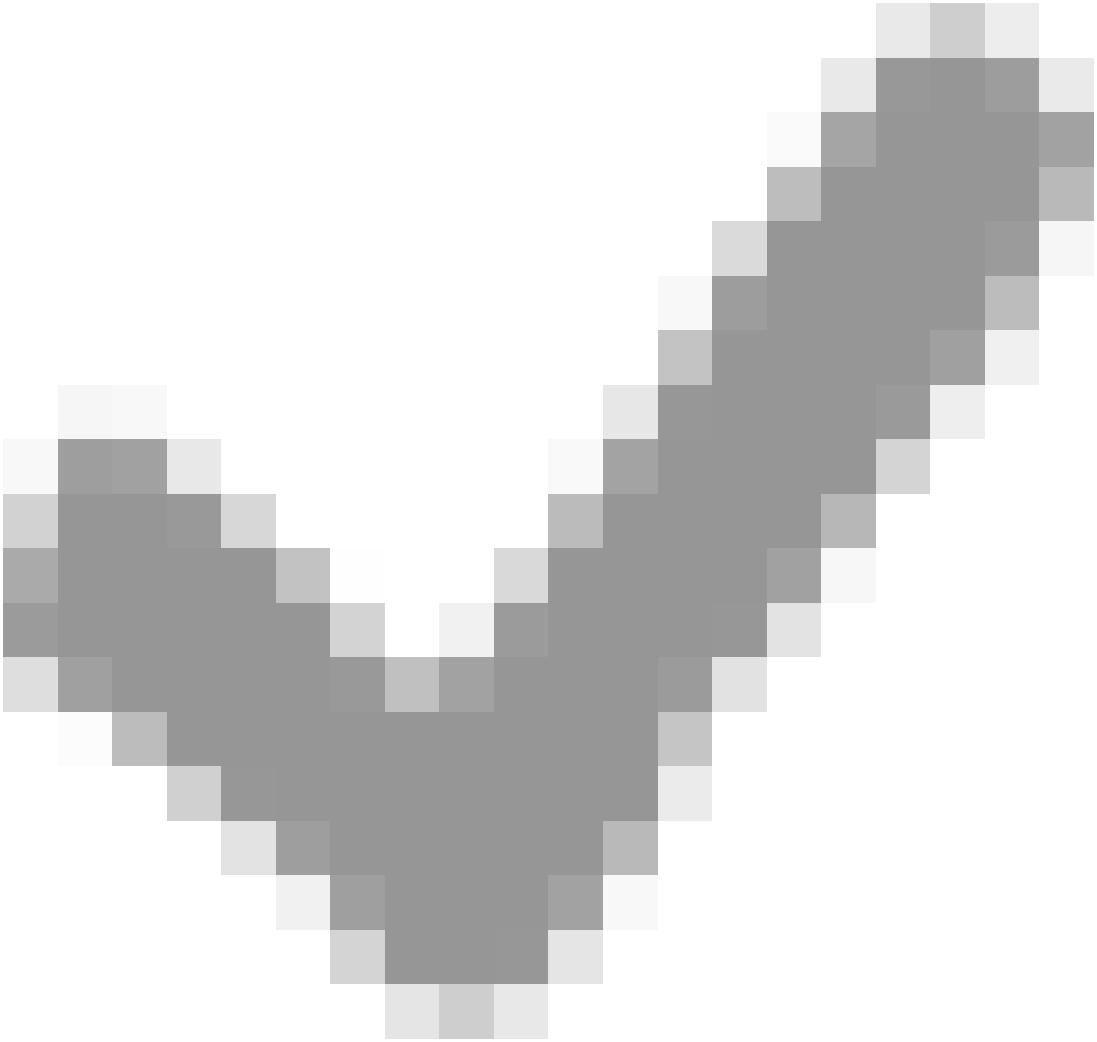
c. For T58W, select the desired contact and then select



.

c. Select the desired field to edit the contact information.

d. Select

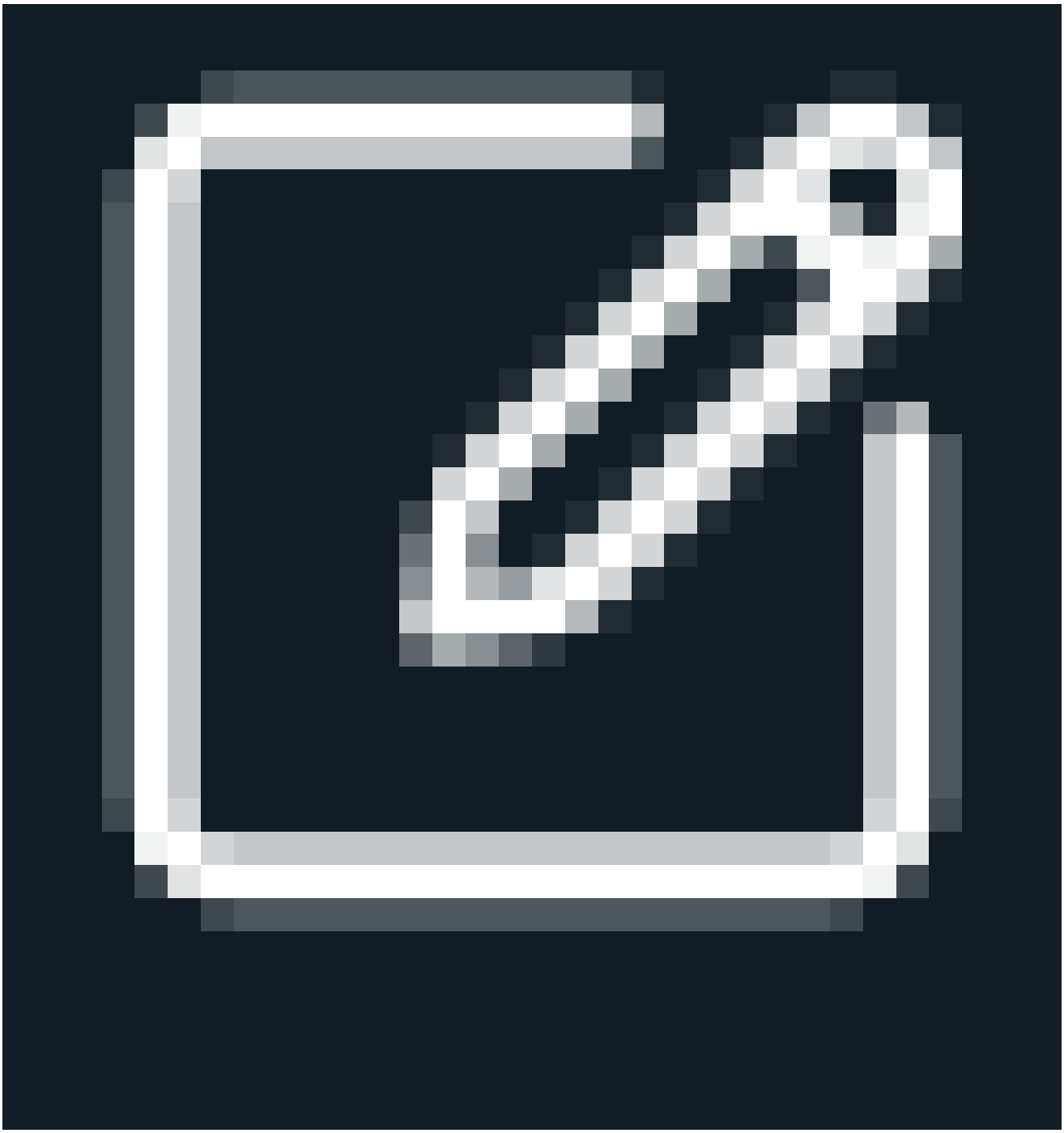


or **OK**.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **Google Contacts**.

  b. Select the desired contact and then select



.

c. Select the desired field to edit the contact information.

d. Select **OK**.

Delete Google Contact

> **NOTE**
> It is only applicable to VP59/T58A/T58W/T88W (Pro)/T88V Pro.

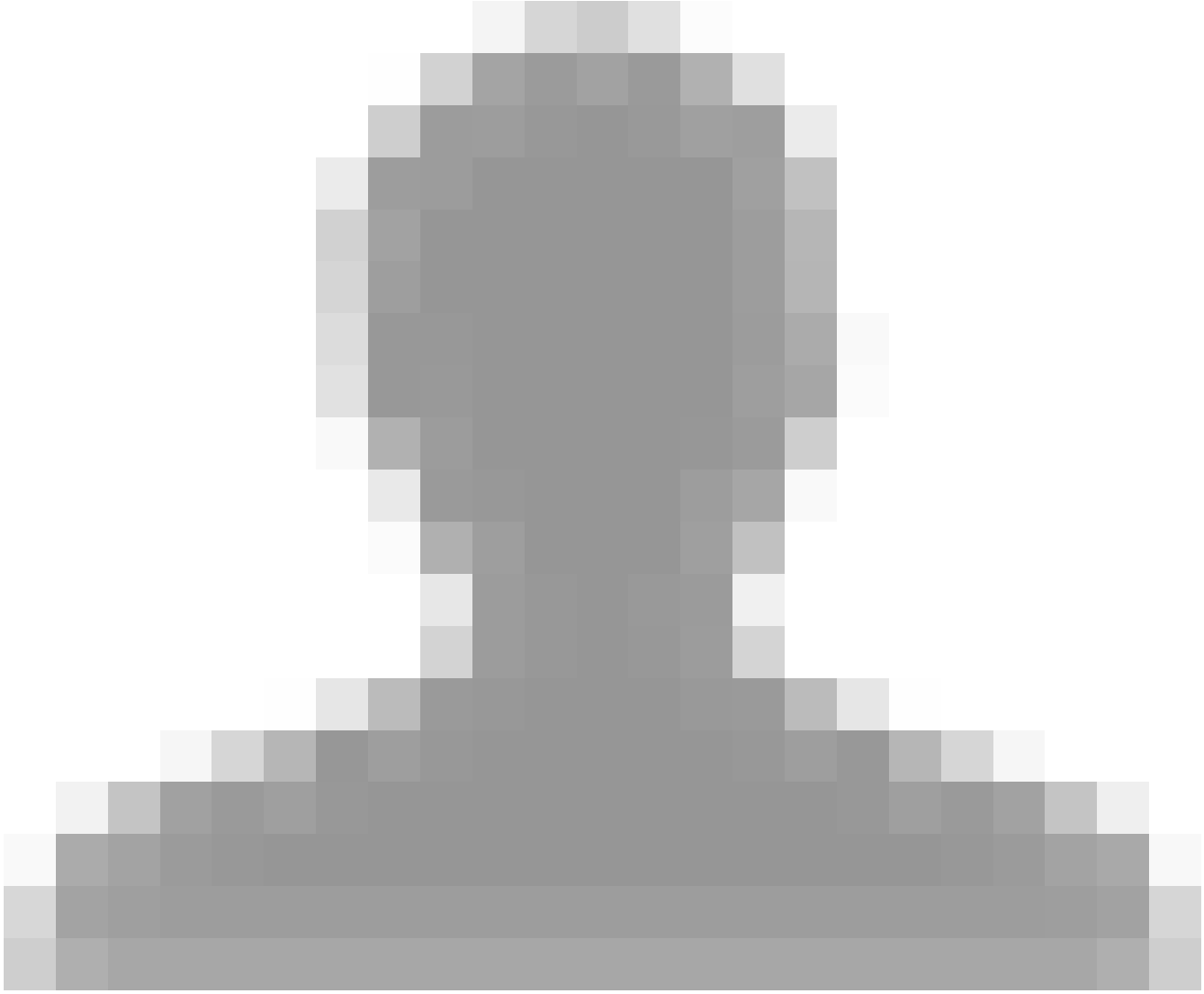
You can delete any contact in Google Contacts. The operation will sync on the Google contact server.

Procedure

Do one of the following:

- For VP59/T58A/T58W phones:

  a. Go to



/

> **Google Contacts**.

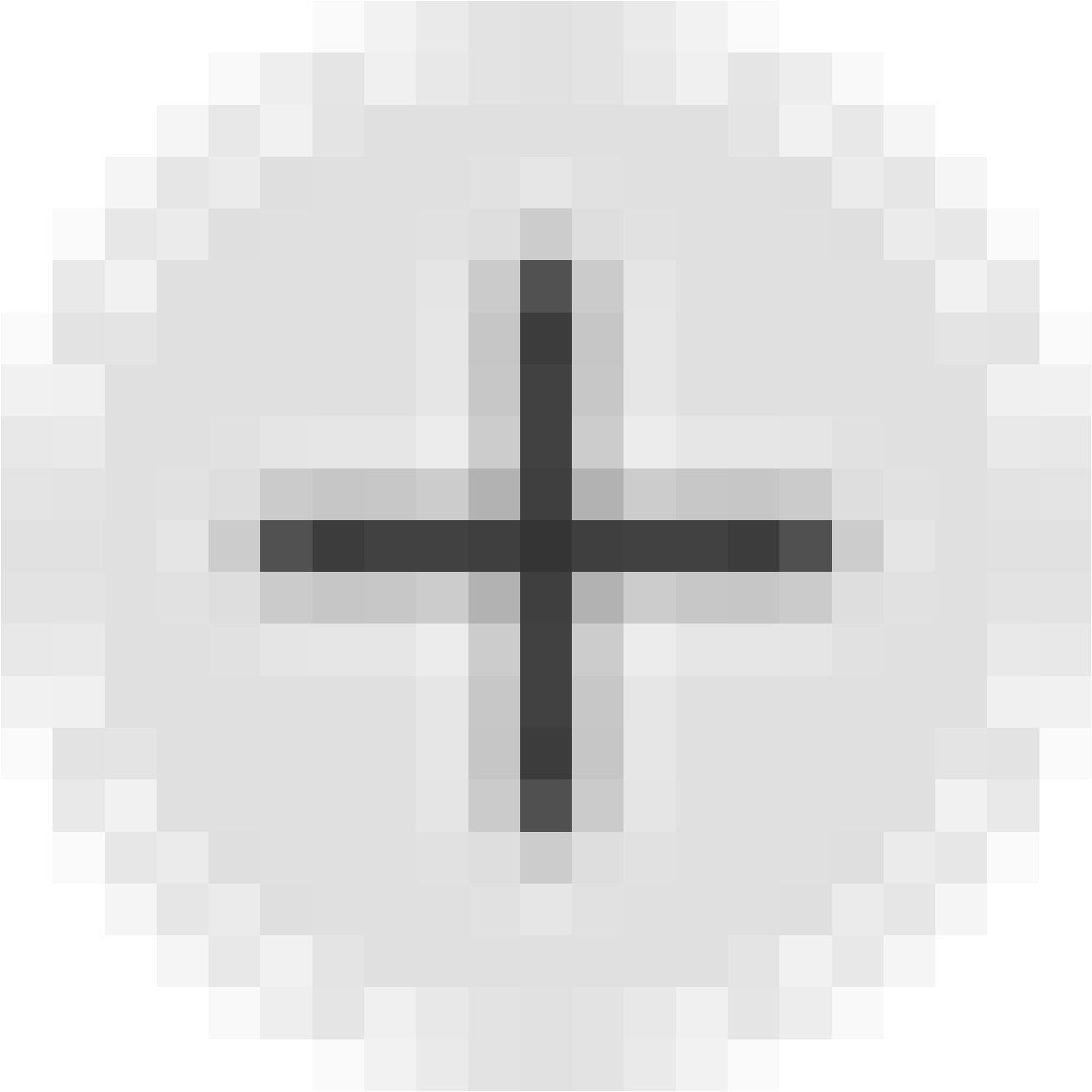
b. Select

after the desired contact.

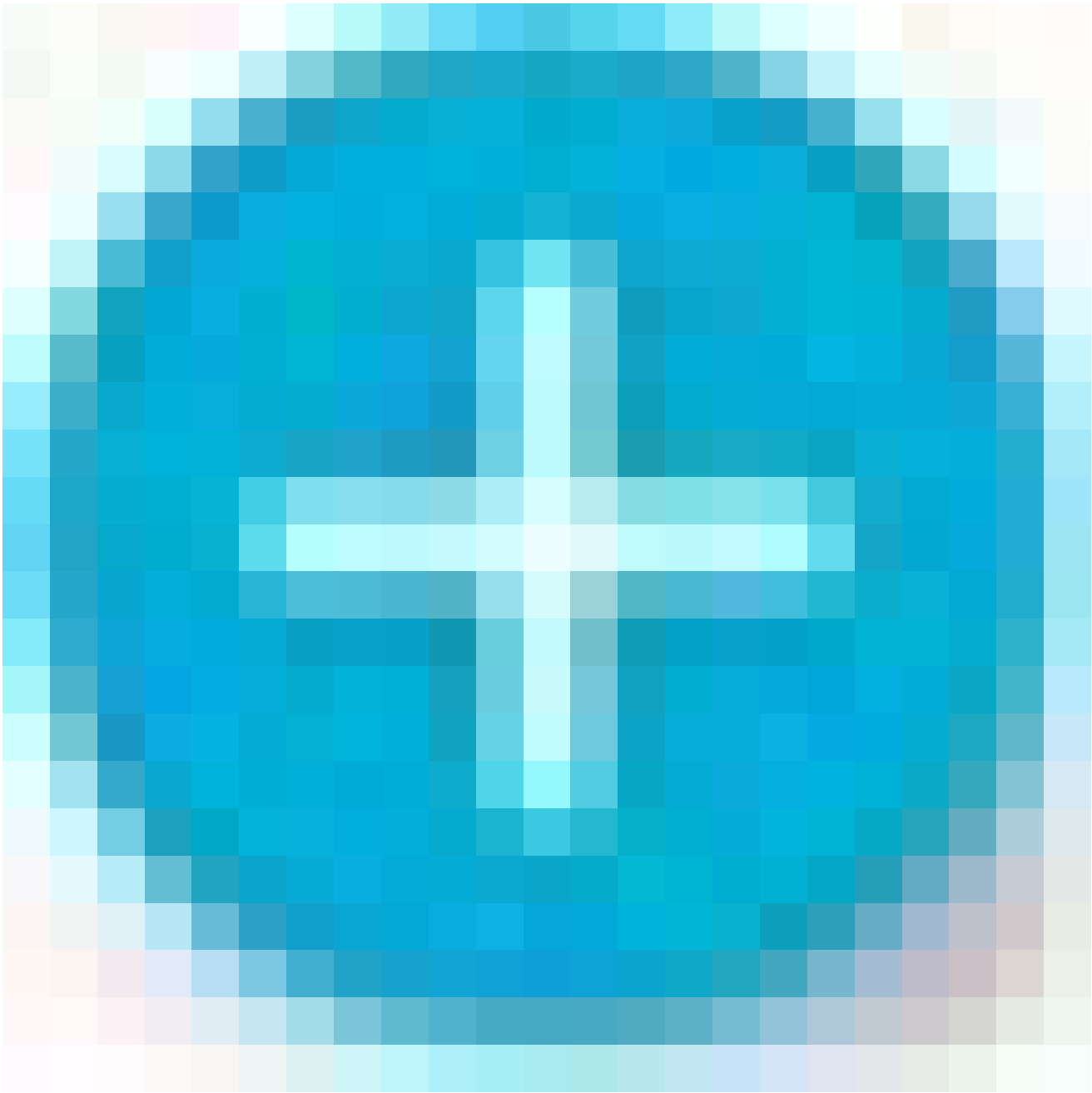
c. For T58W, select the desired contact and then select

.

c. Select



/



.

d. Select **Delete**.

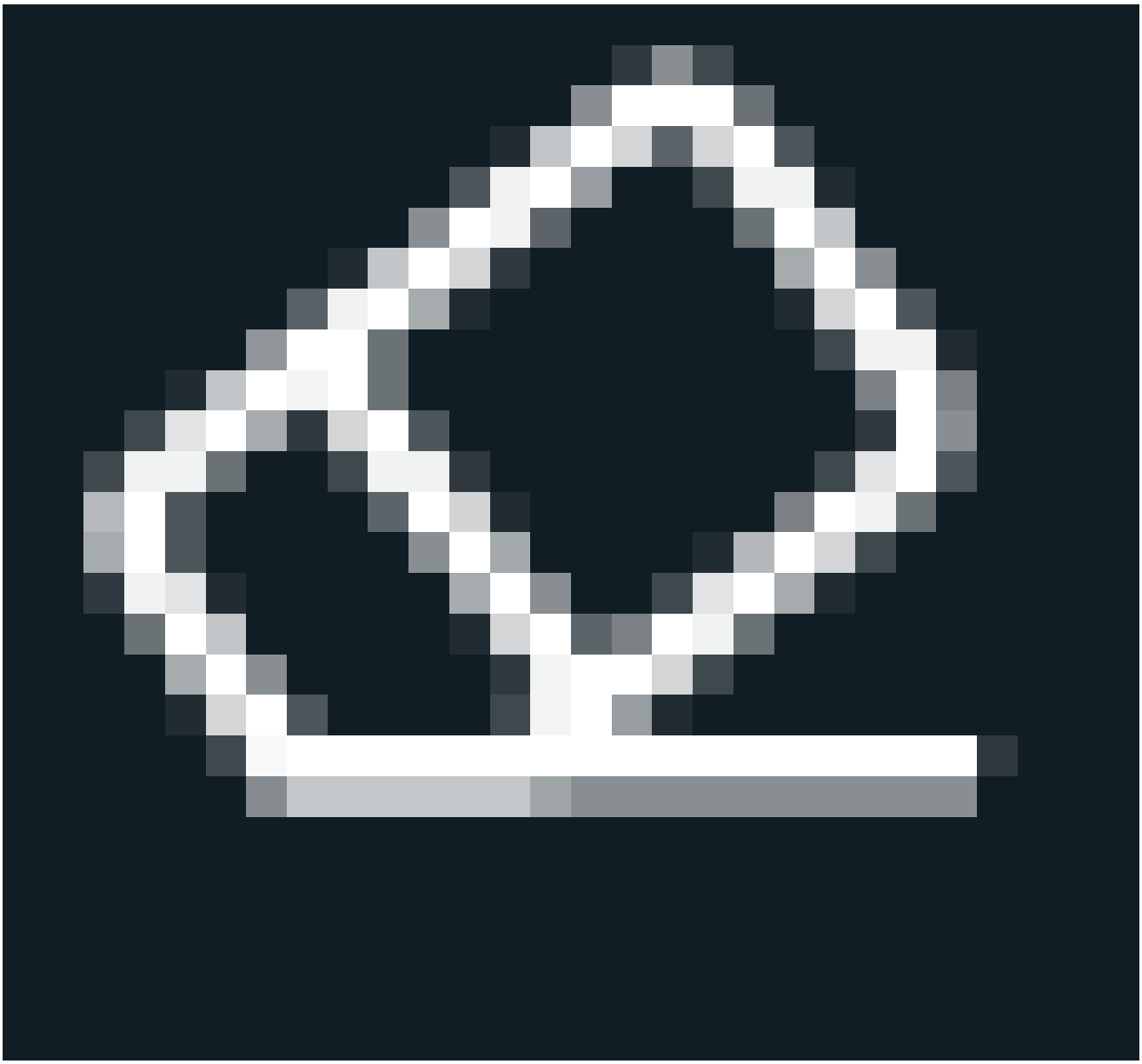
e. Select **OK**.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **Google Contacts**.

  b. Select the desired contact.

  c. Select



.

d. Select **OK**.

Update Google Contacts

The Google contacts may be updated on the Google Contact Server, you can update Google contacts on your phone to get the newest Google contacts.

Procedure

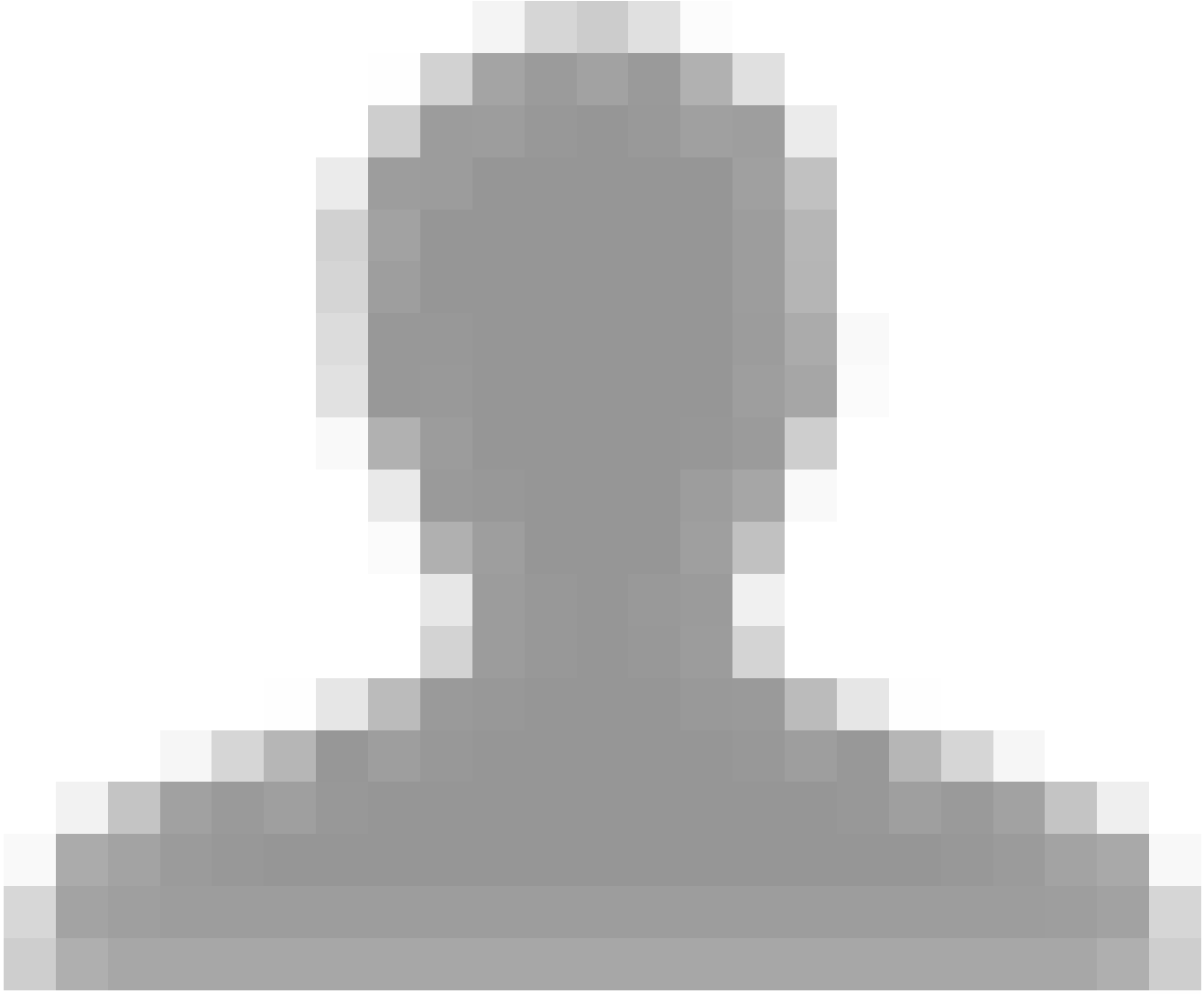
Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Select **Directory** or go to **Menu** > **Directory** > **Google Contacts**.
  b. For T48U/T48S/T48G/T57W phones, select **Directory** or go to **Directory** > **Google Contacts**.
  b. Select **Update**.
  c. For T48U/T48S/T48G/T57W phones, select **Update**.

c. Select **Update**.

- For VP59/T58A/T58W phones:

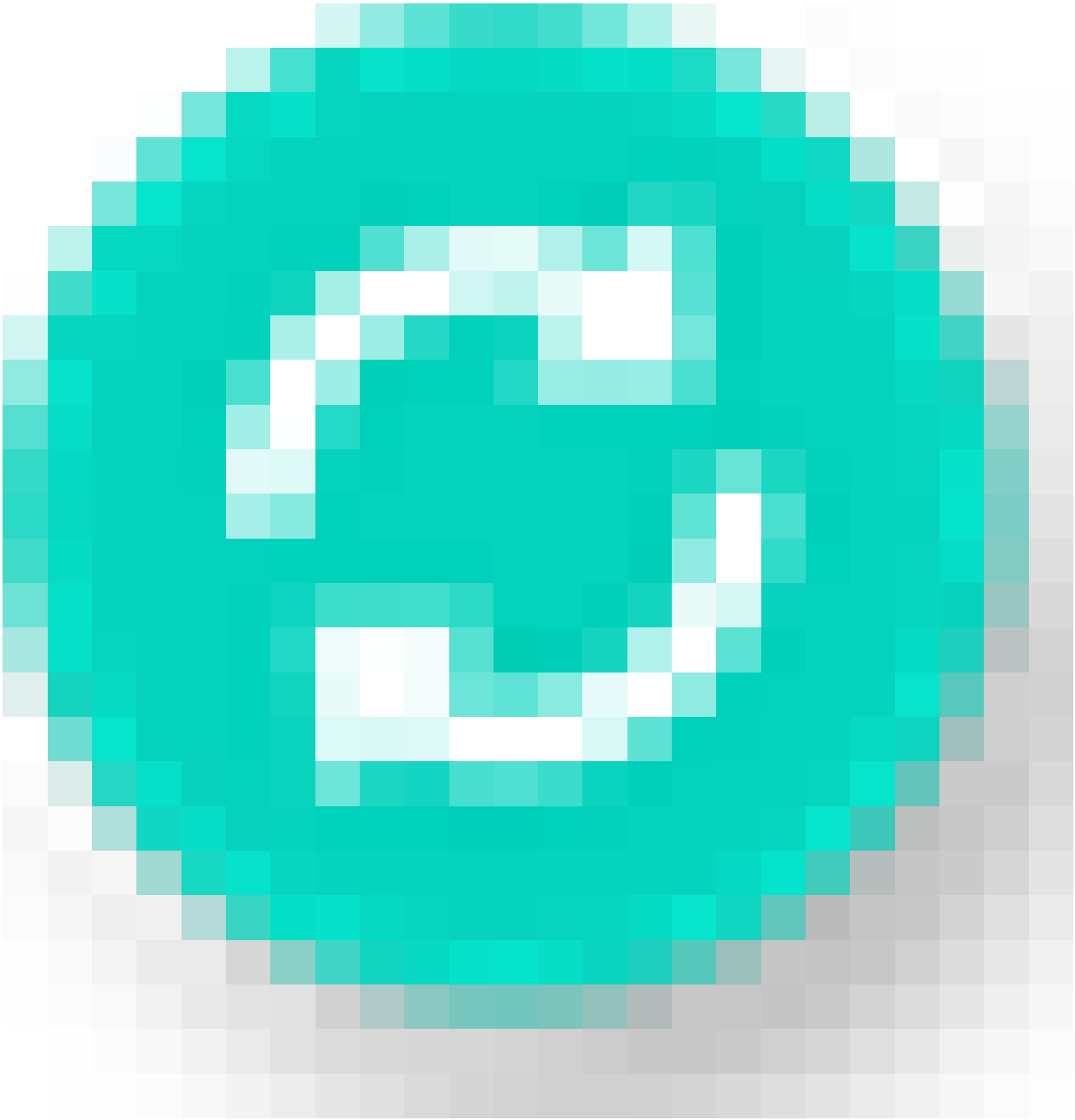
  a. Go to



/

> **Google Contacts**.

b. Select



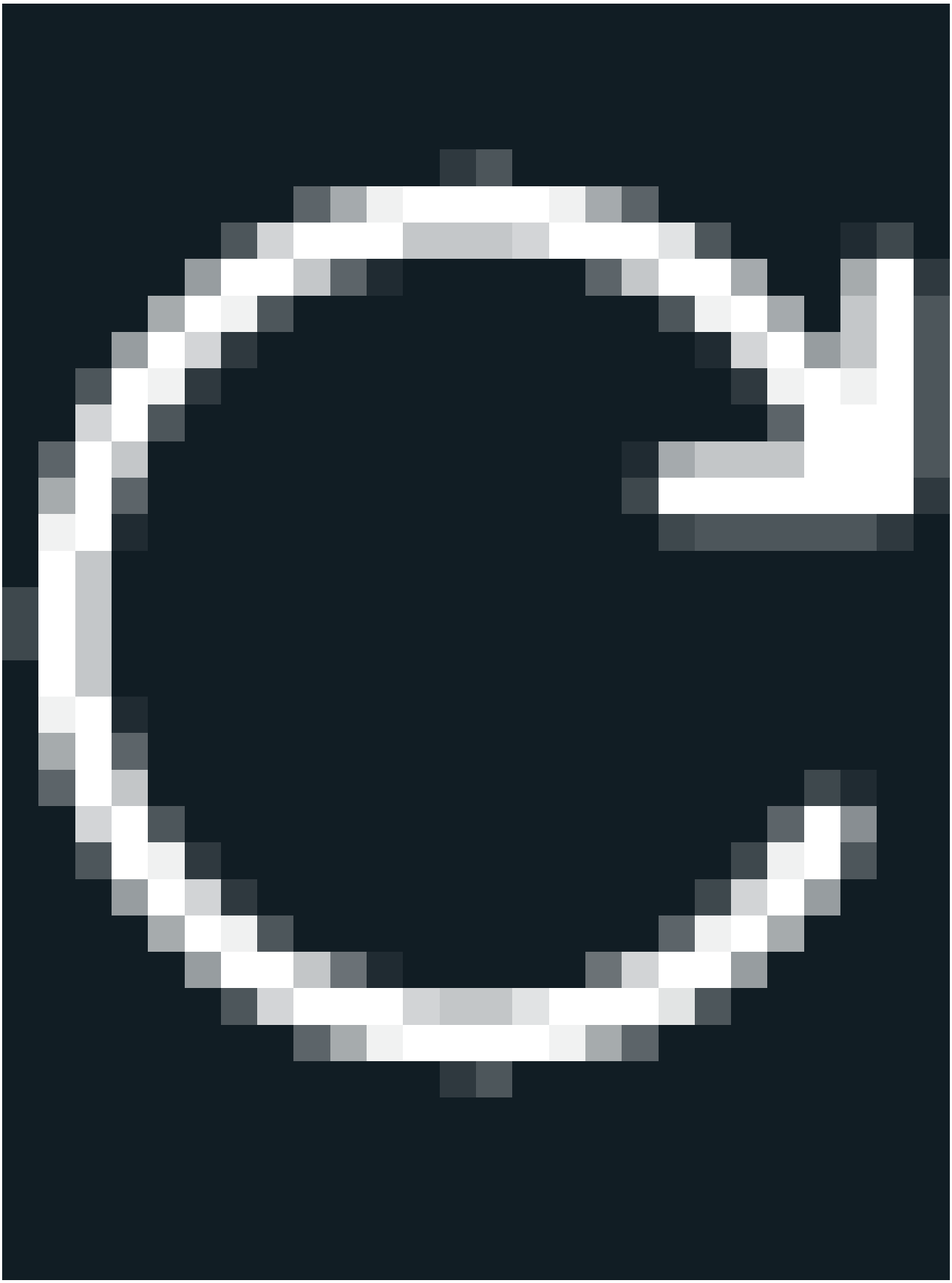
.

c. Select **Update**.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **Google Contacts**.

  b. Select

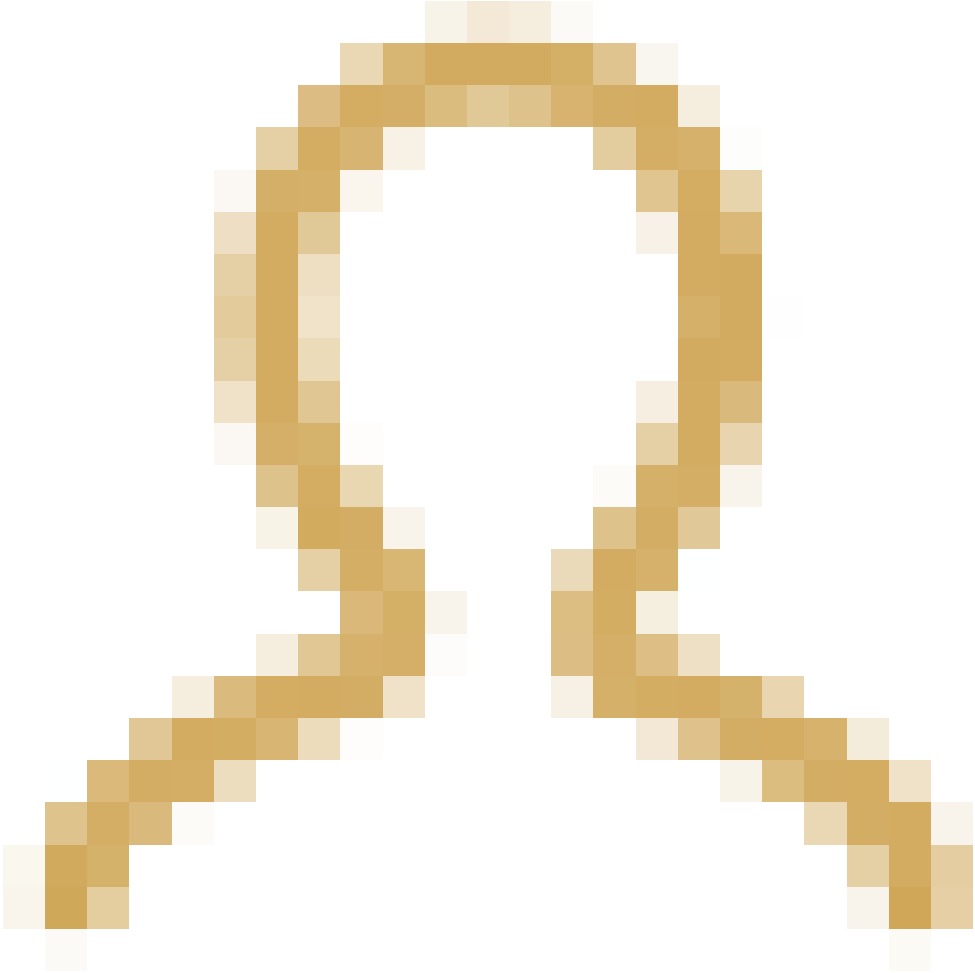


.

c. Select **Update**.

- For CP925/CP935W phones:

  a. Go to



> **Directory** > **Google Contacts**.

b. Select

.

c. Select **Update**.

Search for Google Contacts

You can enter search criteria to find your desired Google contacts quickly.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:

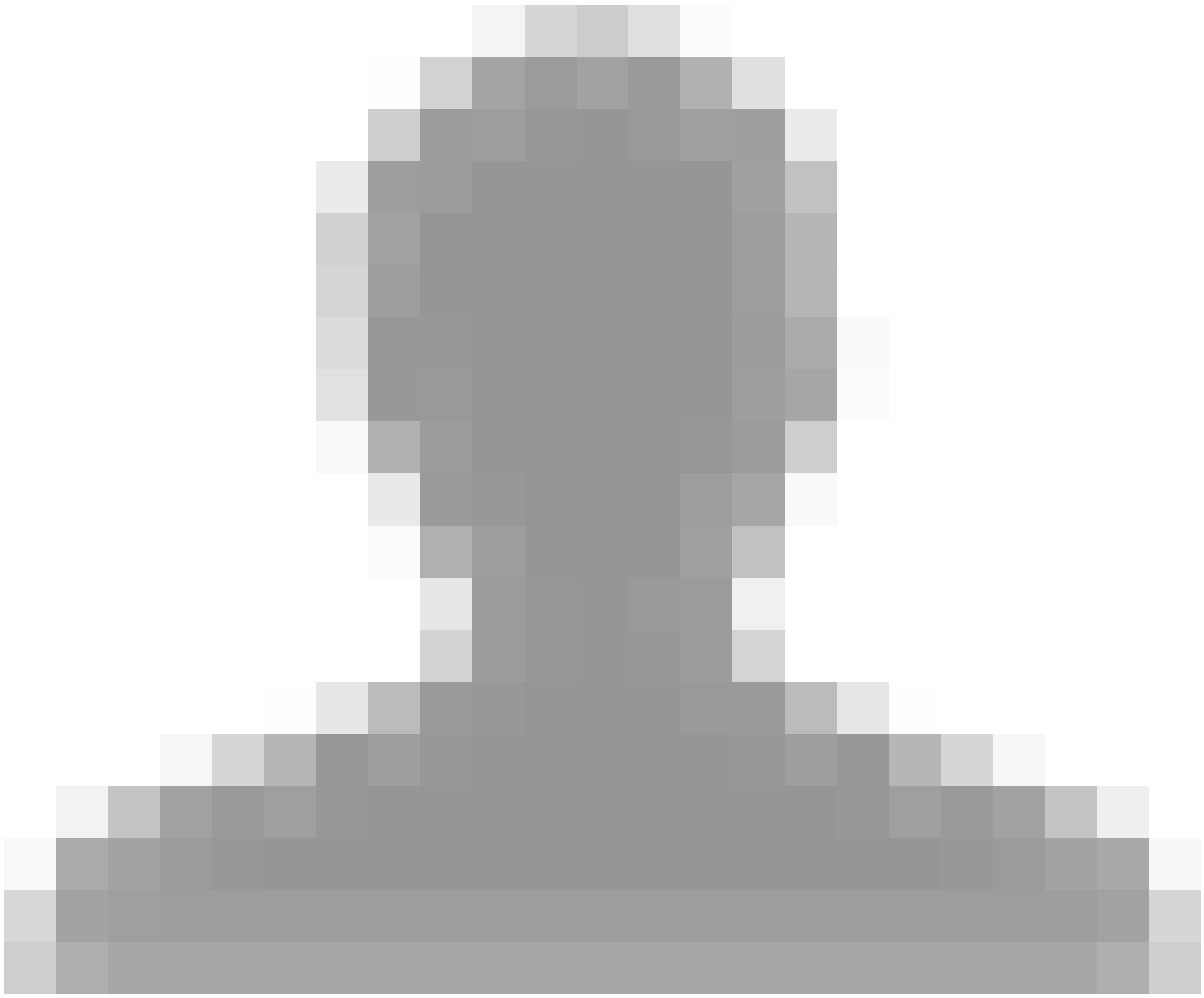
  a. Select **Directory**.

  b. For T48U/T48S/T48G/T57W phones, go to **Directory** > **Google Contacts**.

  b. Select **Search**.

  c. Enter the search criteria.
- For VP59/T58A/T58W phones:

a. Go to



/

> **Google Contacts**.

b. Select **Search**.

c. Enter a few continuous characters of the contact name or continuous numbers of the contact number (office, mobile, or other number).

- For T88W (Pro)/T88V Pro phones:

d. Go to **Contact** > **Google Contacts**.

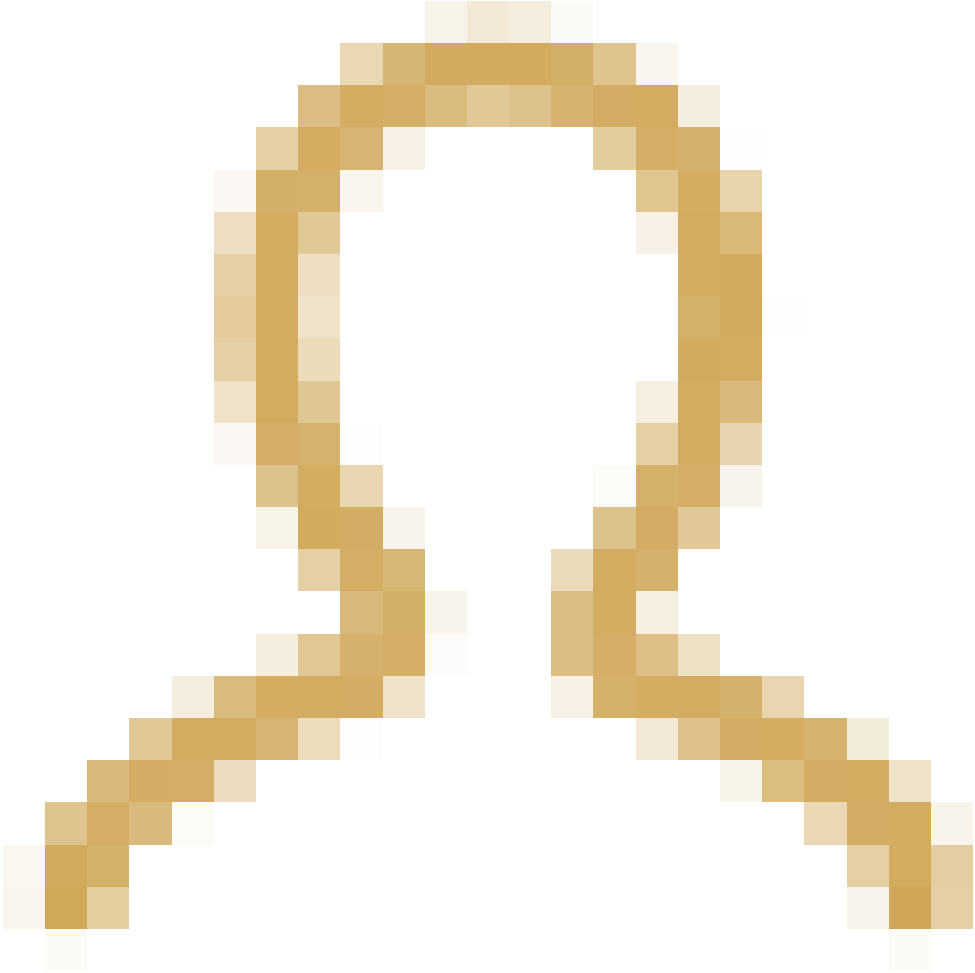
e. Select

.

f. Enter a few continuous characters of the contact name or continuous numbers of the contact number (office, mobile,or other number).

- For CP925/CP935W phones:

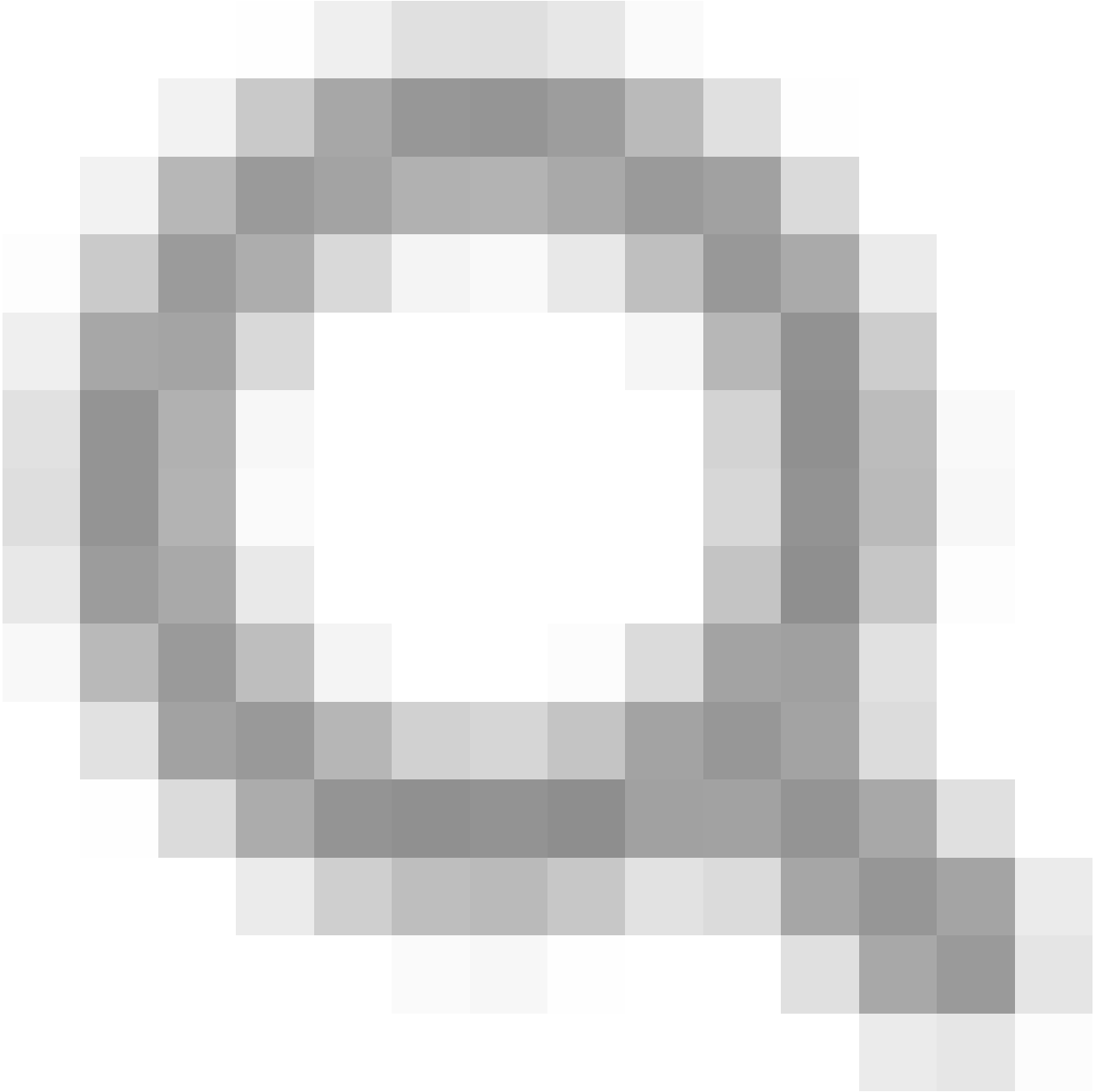
  a. Go to



> **Directory** > **Google Contacts**.

b. Do one of the following:

- Select **Search** or



.

- Enter your search criteria.
- *The contacts whose name or phone number matches the search string will be displayed in the result list.*
- Select the desired letter (for example, T) along the right side to jump to the contacts whose names start with T or t.
- *The contacts whose name or phone number matches the search criteria will be displayed in the result list.*

Update Network Directory Contacts

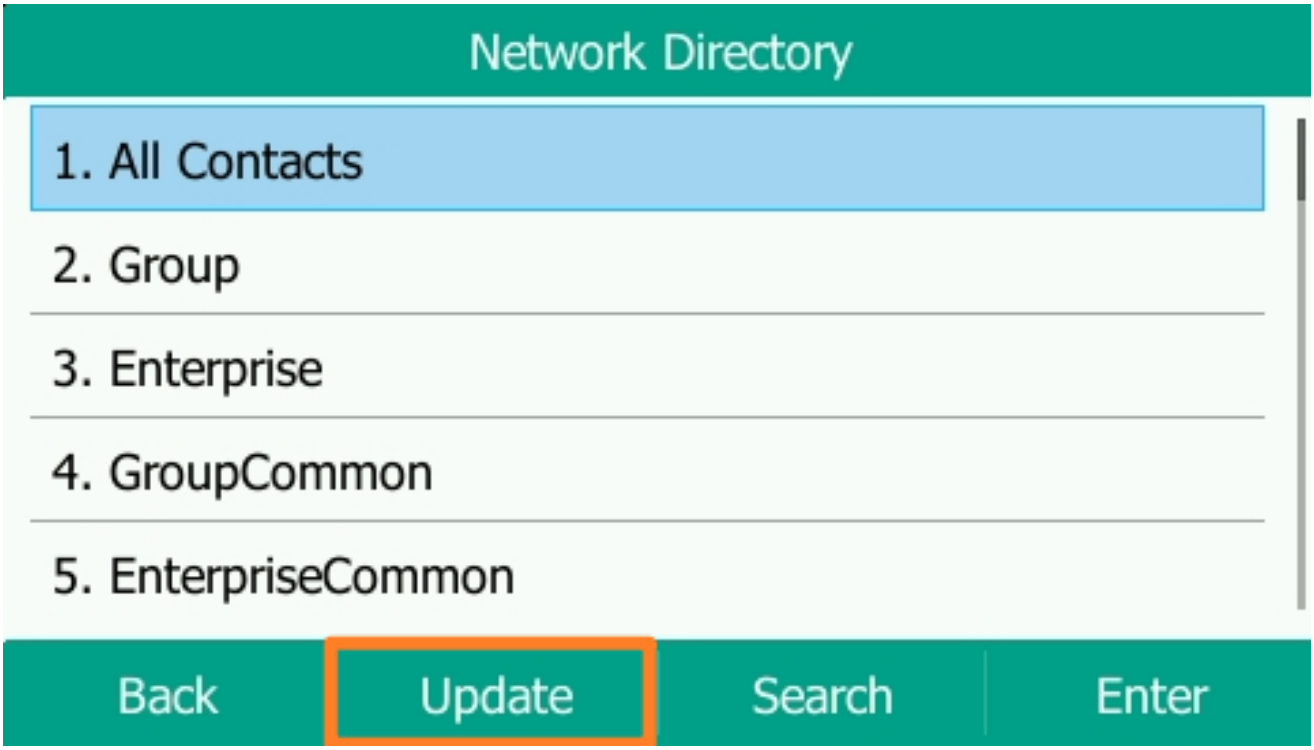
Introduction

Make sure that your administrator has set up network contacts.

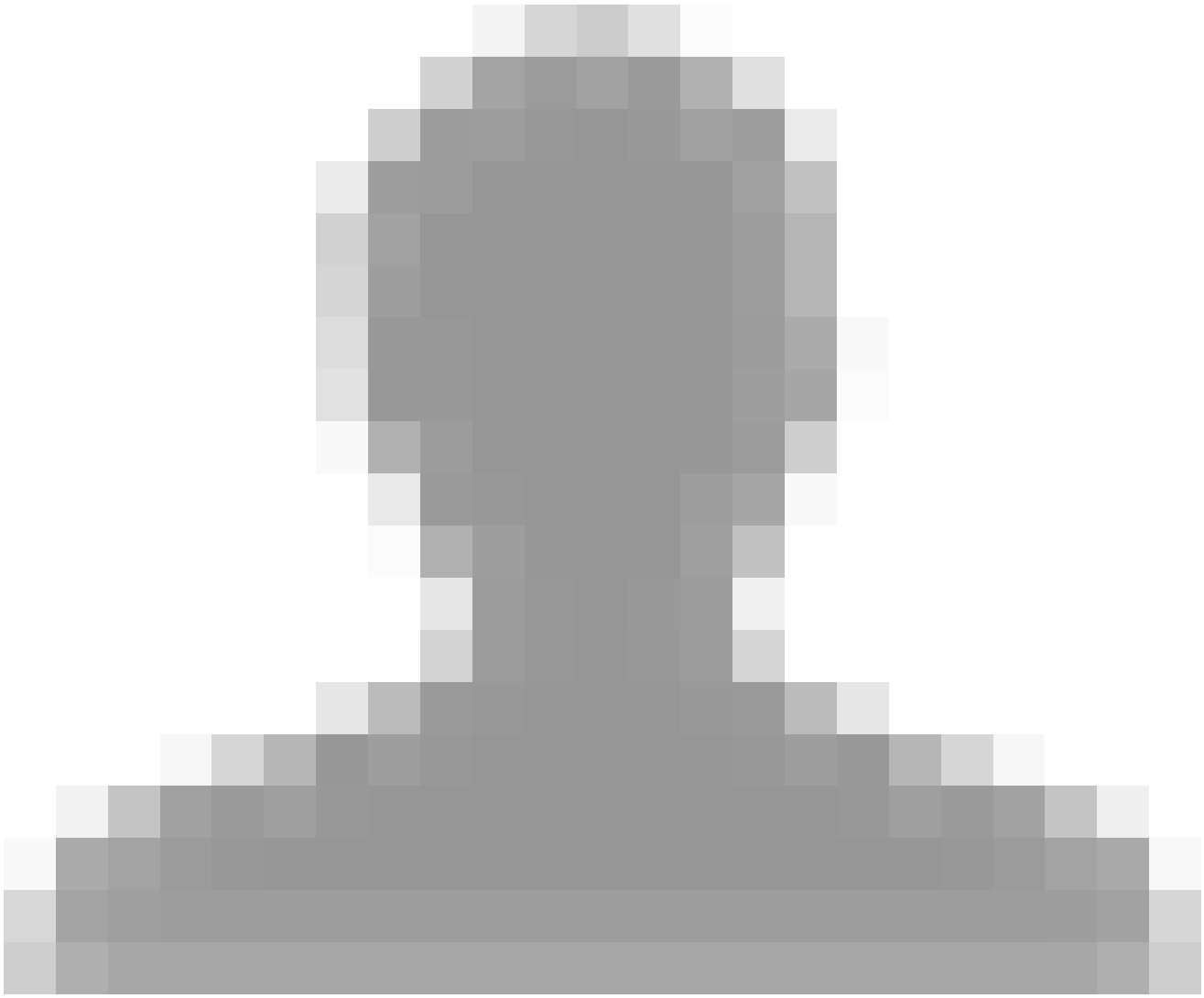
Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Select **Directory** or go to **Menu** > **Directory** > **Network Directory**.
  b. Select **Update**.
  c. For T48U/T48S/T48G/T57W phones, select **Update**.
  c. Select an item and then select **Update**.
  d. (Optional) Select an item and then select **Enter**.
  e. (Optional) Select **Optional** > **Update**.
  The following takes T54W for example.



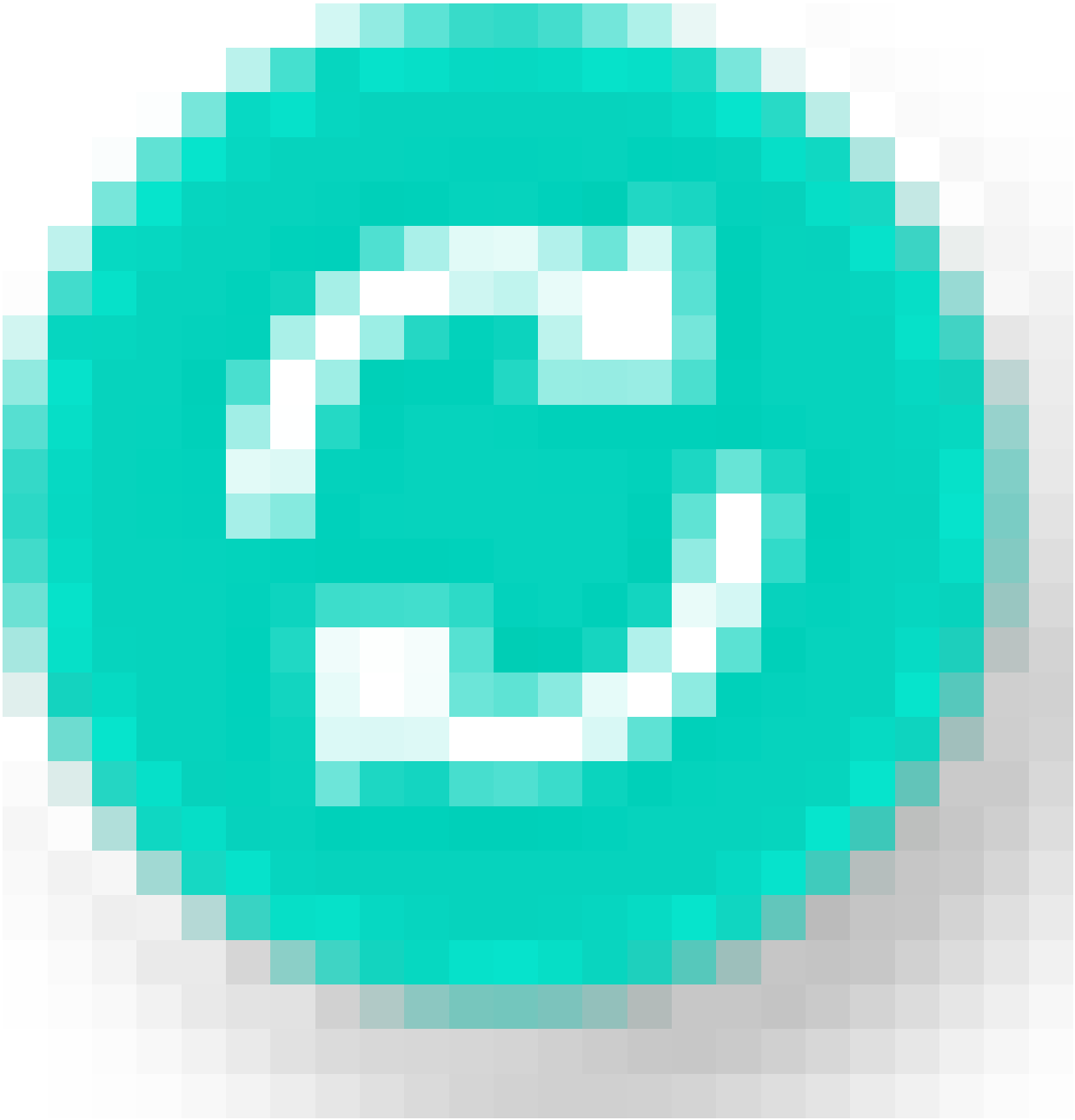
- For VP59/T58A/T58W phones:
  a. Go to



/

> **Network Directory**.

b. Select



.

c. Select **Update**.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **Network Directory**.

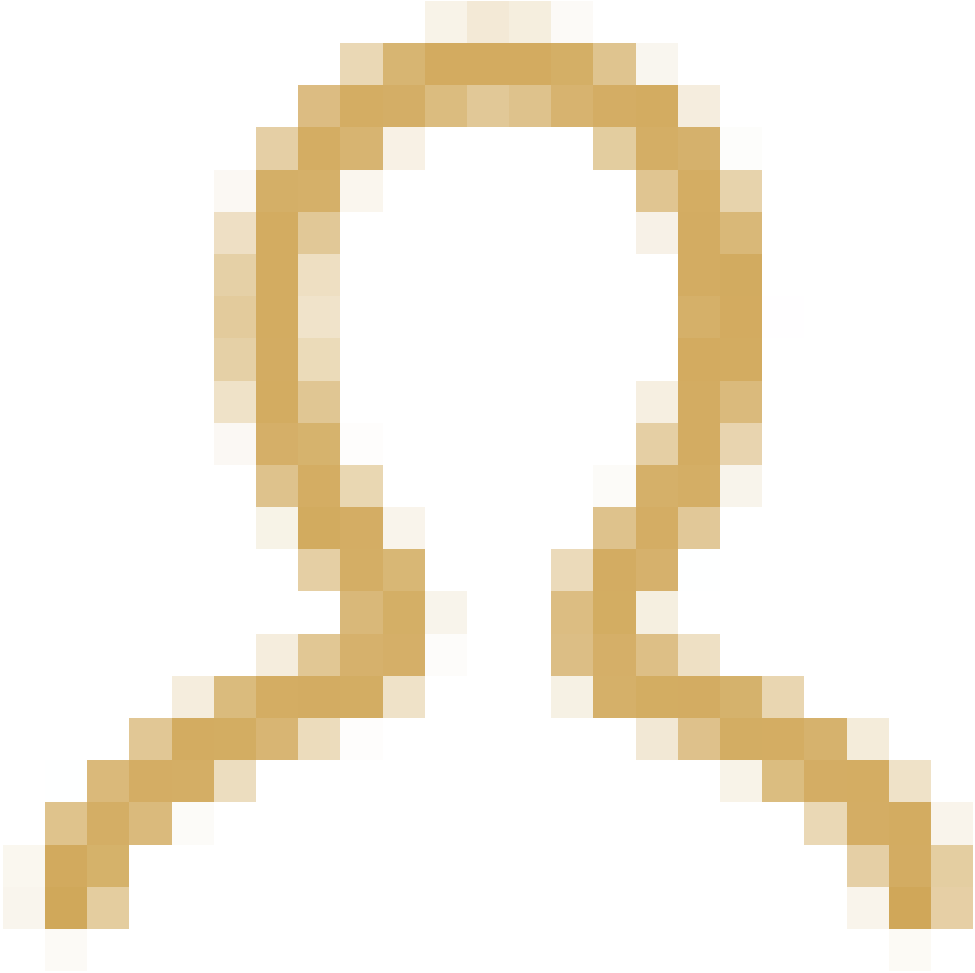
  b. Select

.

c. Select **Update**.

- For CP925/CP935W phones:

  a. Go to



> **Directory** > **Network Directory**.

b. Select

.

c. Select **Update**.

CardDAV Phone Book

If your system administrator has enabled the CardDAV Directory feature, you can access your corporate directory directly from your phone.

> This feature is supported only in version V87 or higher.

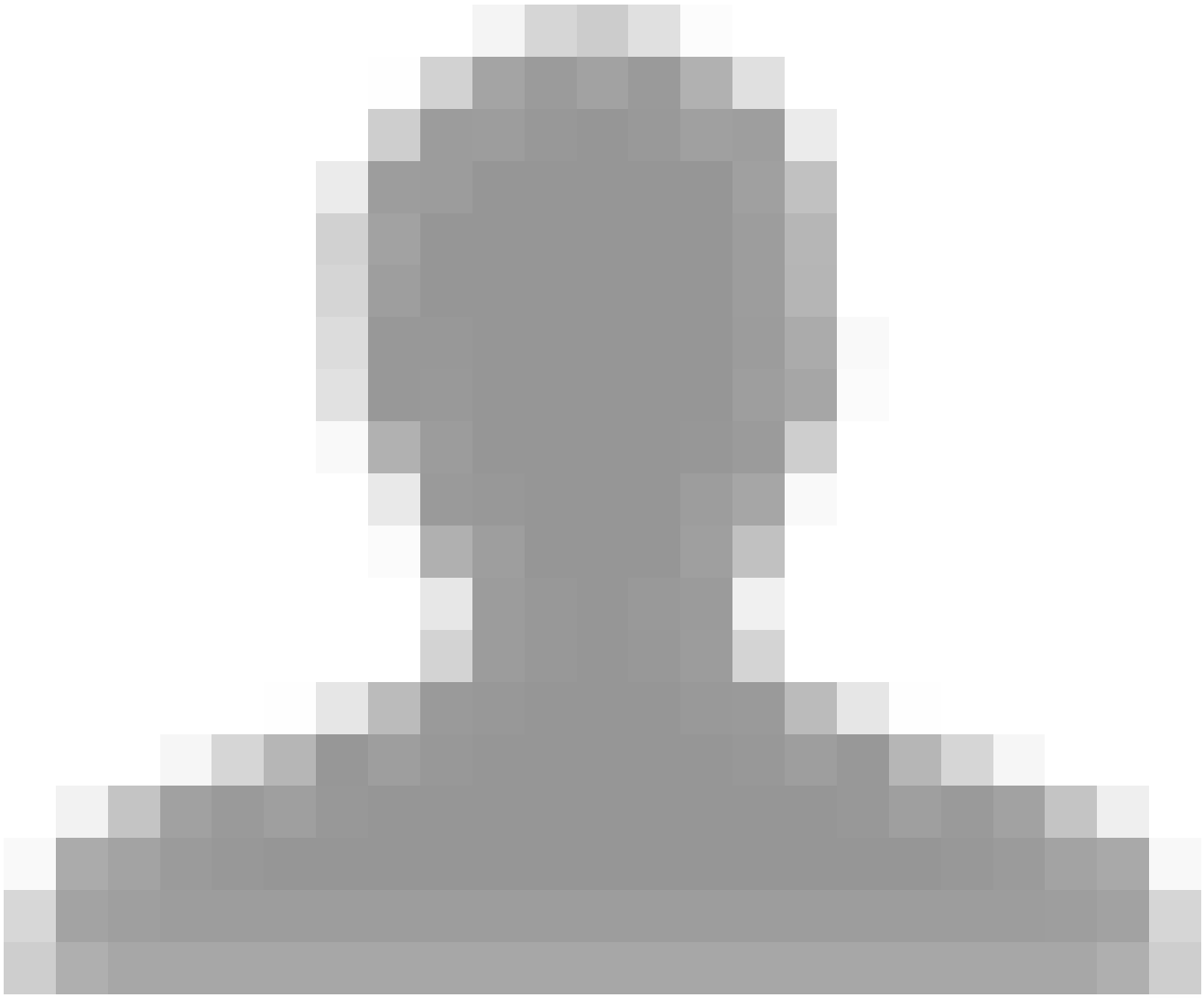
Search for CardDAV Phone Book Contacts

In the CardDAV Phone Book, you can enter search criteria to find your desired contact quickly.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Select **Directory** or go to **Menu** > **Directory** > **CardDAV Phone Book**.
  b. Select the desired CardDAV phone book.
  c. Select **Search**.
  d. Enter your search criteria in the search field.
- For VP59/T58W phones:
  a. Go to



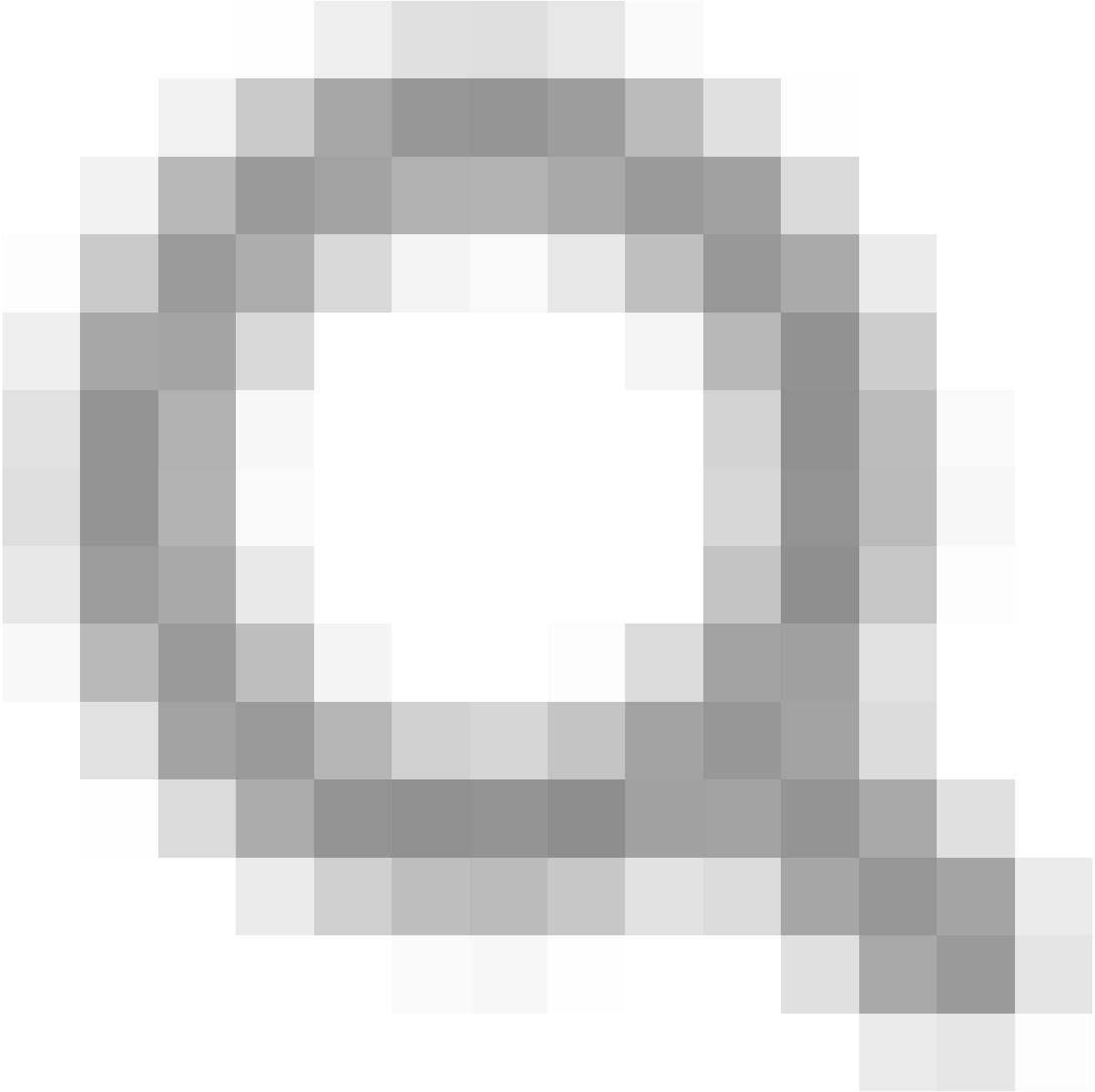
/

> **CardDAV Phone Book**.

b. Select the desired CardDAV phone book.

c. Do one of the following:

- Select Search or



.

- Enter your search criteria in the search field.
- Select the desired letter (for example, T) along the right side to jump to contacts whose names start with T or t.

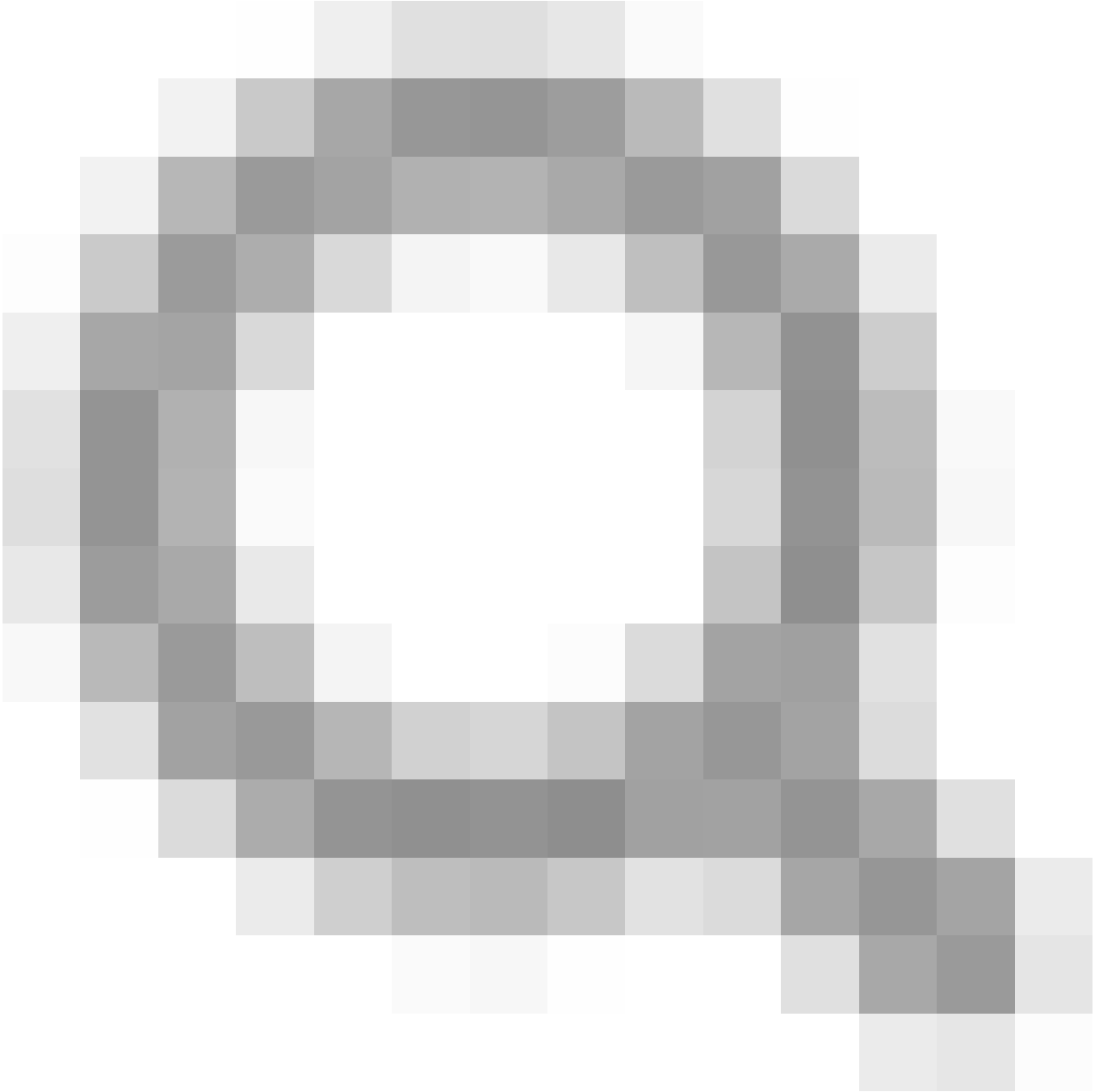
- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **CardDAV Directory**.

  b. Select the desired CardDAV phone book.

  c. Do one of the following:

  - Select Search or

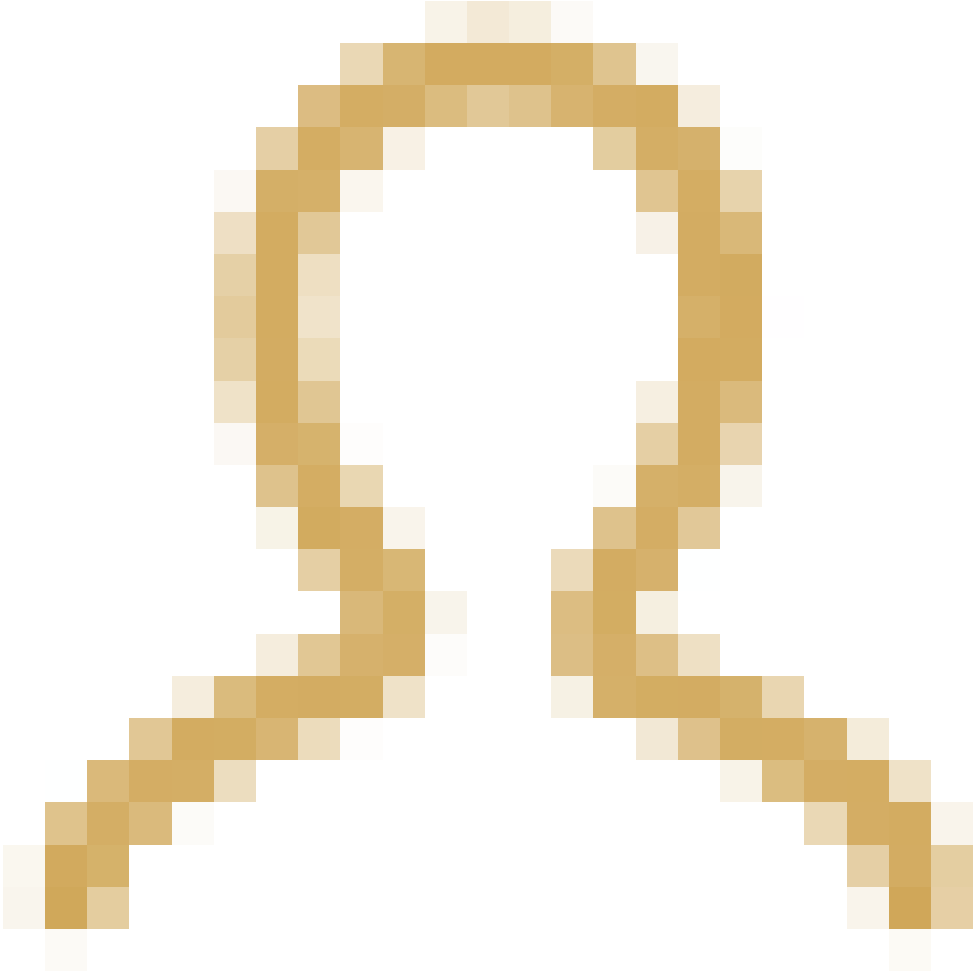


.

- Enter your search criteria in the search field.
- Select the desired letter (for example, T) along the right side to jump to contacts whose names start with T or t.

- For CP925 phones:

  a. Go to

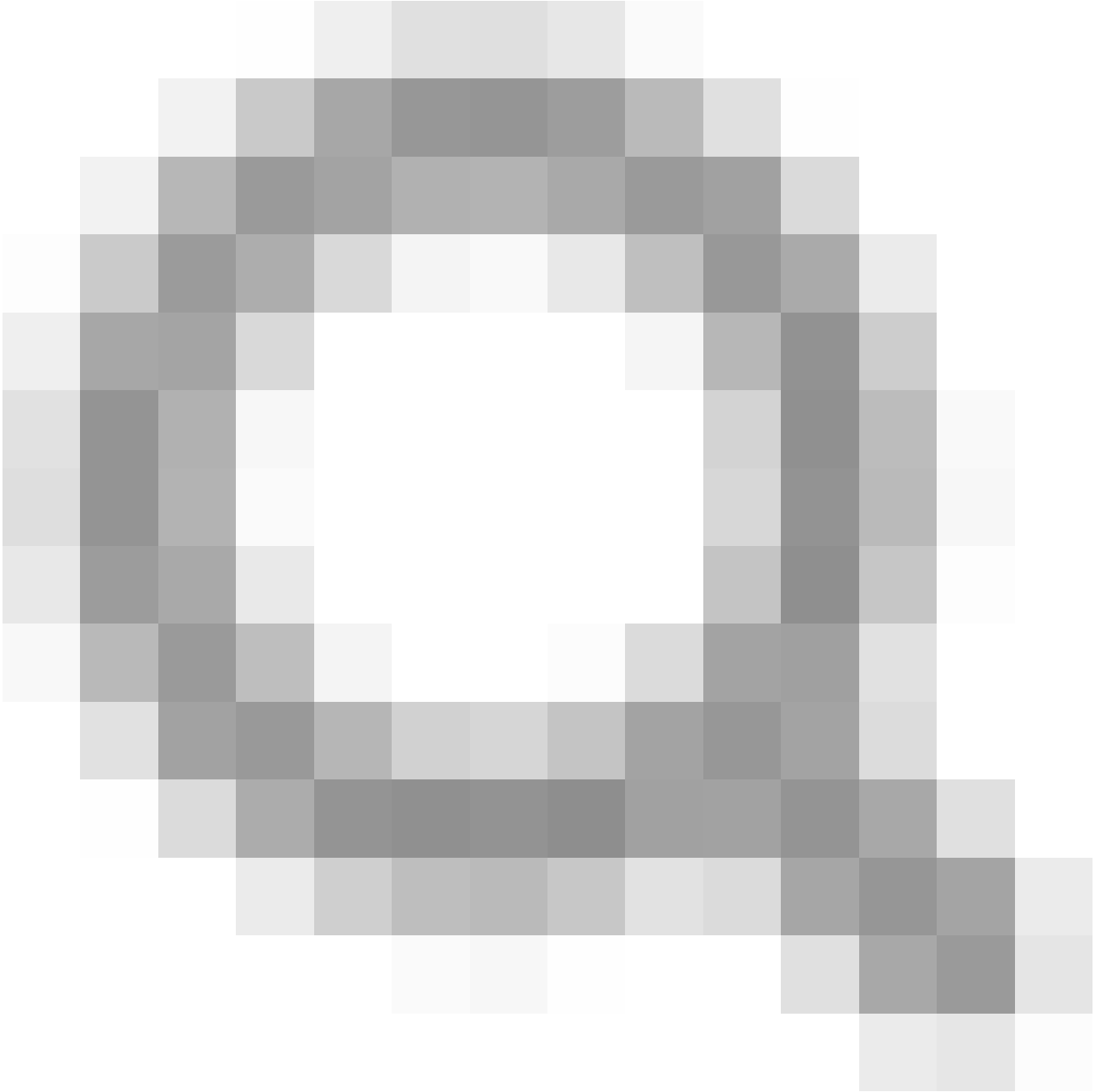


> **Local Directory** > **CardDAV Phone Book**.

b. Select the desired CardDAV phone book.

c. Do one of the following:

- Select Search or



.

- Enter your search criteria in the search field.
- Select the desired letter (for example, T) along the right side to jump to contacts whose names start with T or t.

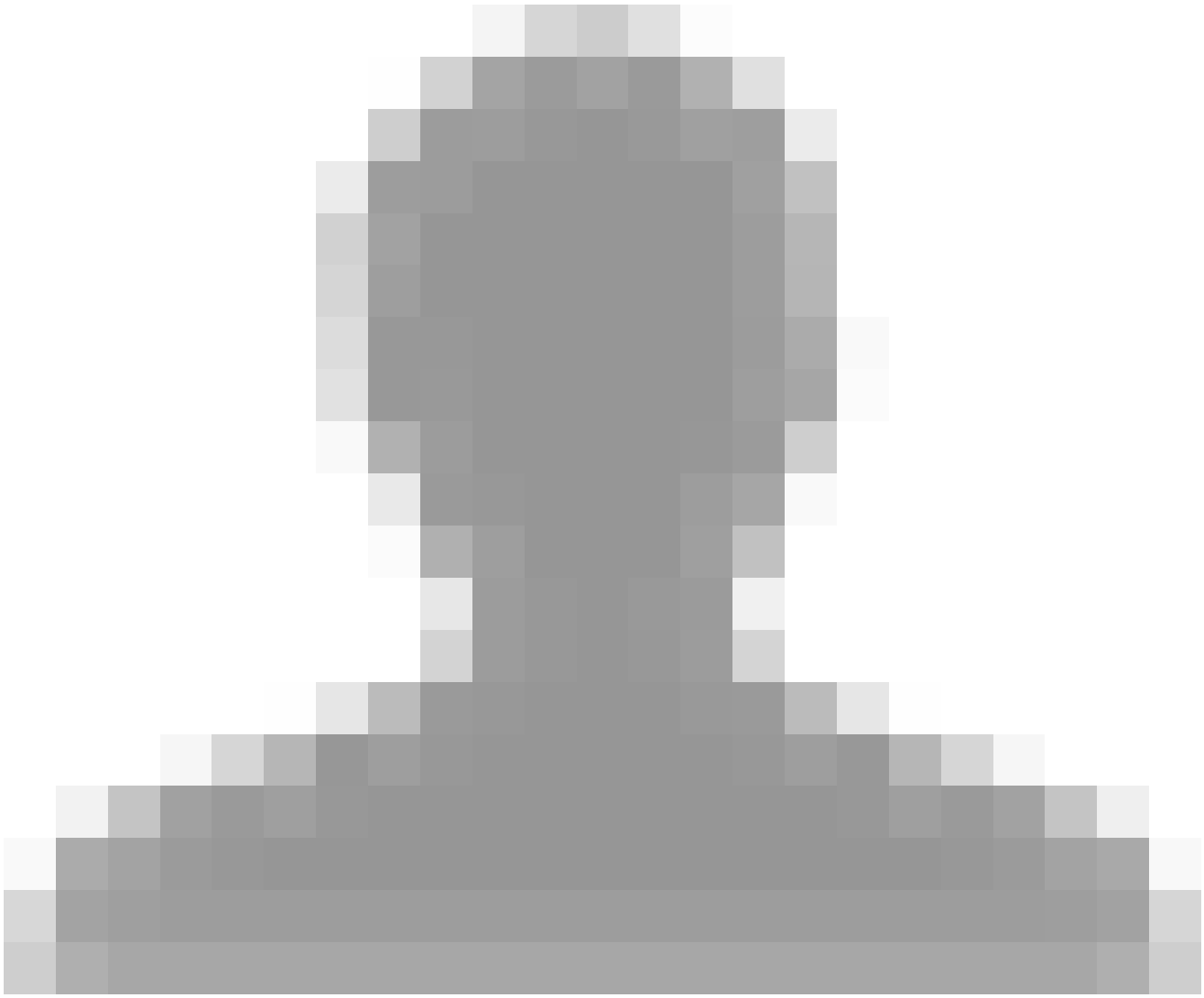
View CardDAV Phone Book Contacts

You can view the contact list of the CardDAV phone book on your phone.

Procedure

Do one of the following:

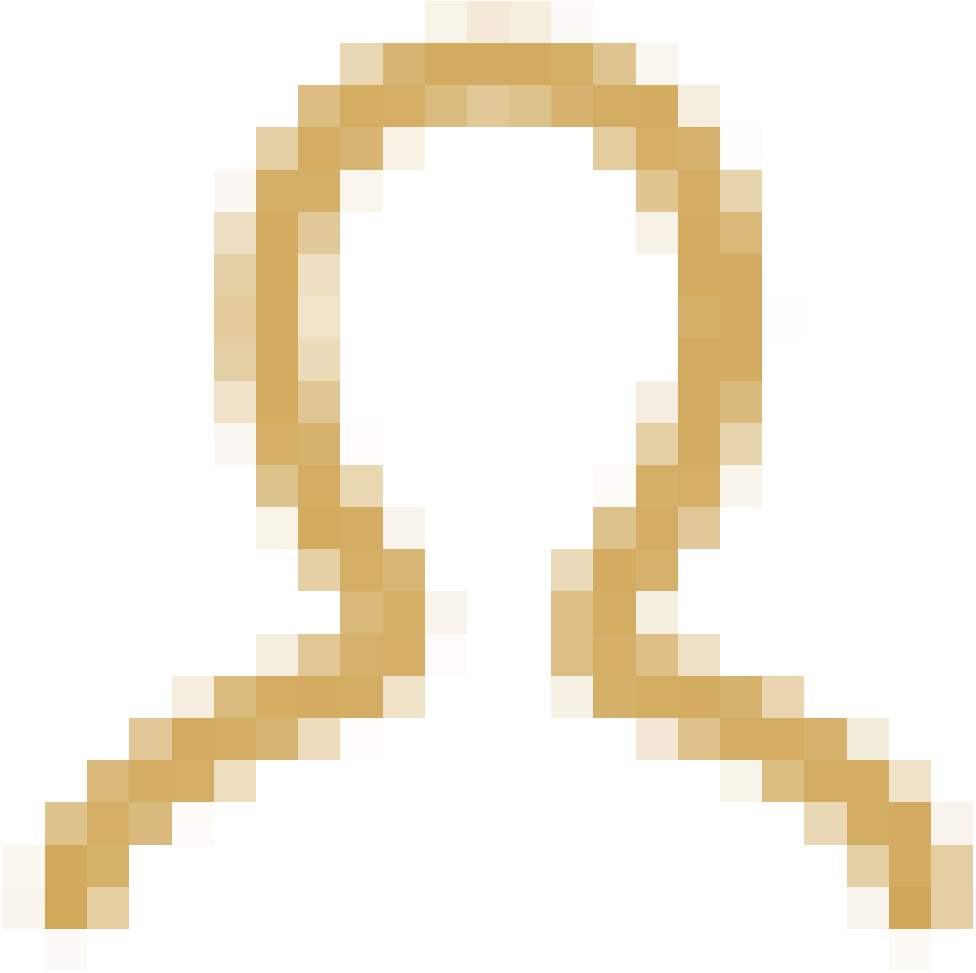
- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  - Select **Directory** or go to **Menu** > **Directory** > **CardDAV Phone Book**.
  - For T48U/T57W phones, go to **Directory** > **CardDAV Phone Book**.
- For VP59/T58W phones, go to



/

> **CardDAV Phone Book**.

- For T88W (Pro)/T88V Pro phones, go to **Contact** > **CardDAV Directory**.
- For CP925/CP935W phones, go to



> **Local Directory** > **CardDAV Phone Book**.

Save CardDAV Phone Book Contact to Local Directory

You can save any CardDAV phone book contact to the Local Directory, to conveniently call this contact when you can- not access the CardDAV phone book.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Directory** > **CardDAV Phone Book**.
  b. Select the desired CardDAV phone book.
  c. Select the desired contact, and then select **Option** > **Add to Contacts**.

d. For T48U/T57W phones, select

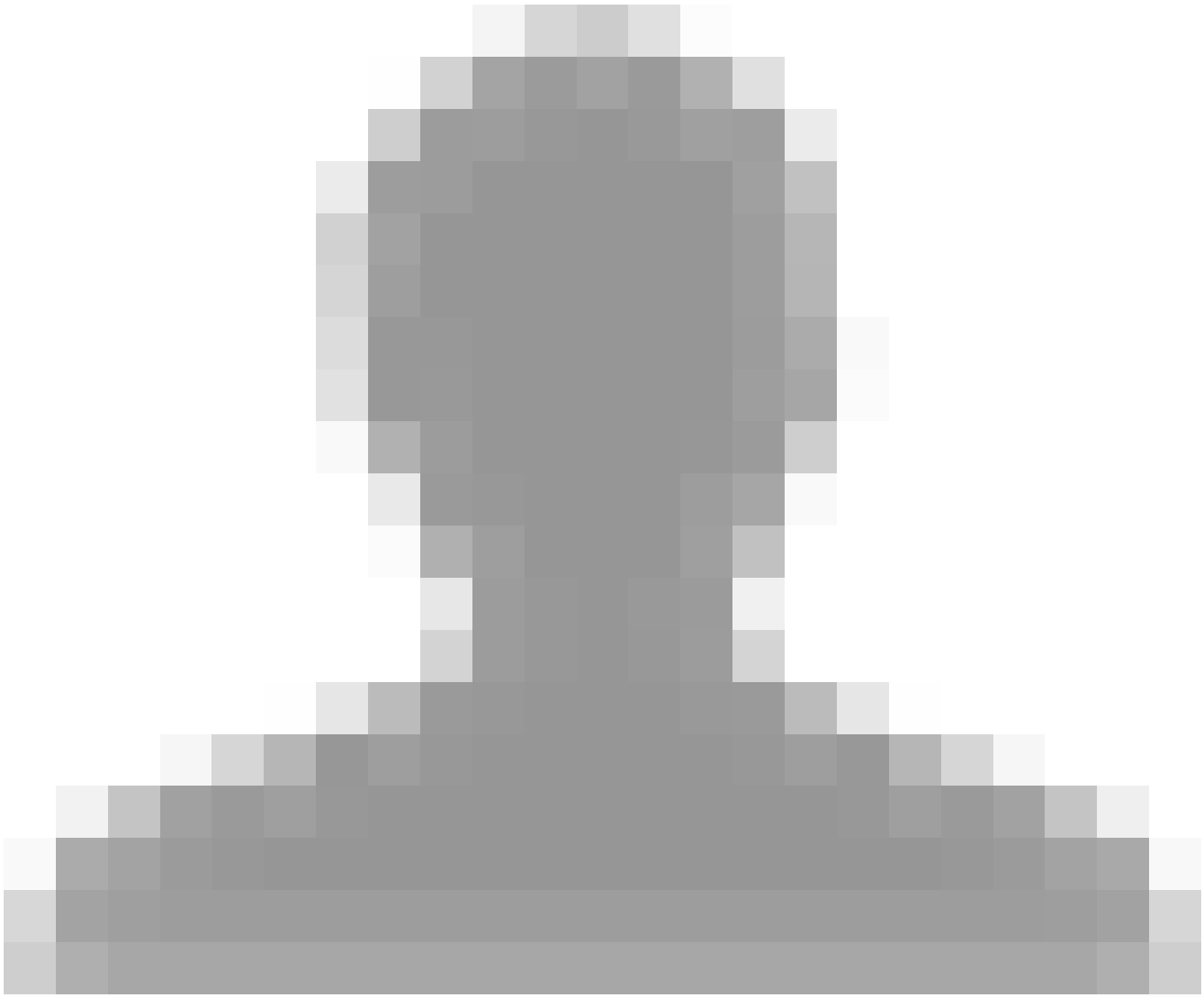
> **Add**.

d. Edit the corresponding fields.

e. Select **Save**.

- For VP59/T58W phones:

  a. Go to



/

> **CardDAV Phone Book**.

b. Select the desired CardDAV phone book.

c. Tap

beside the desired contact.

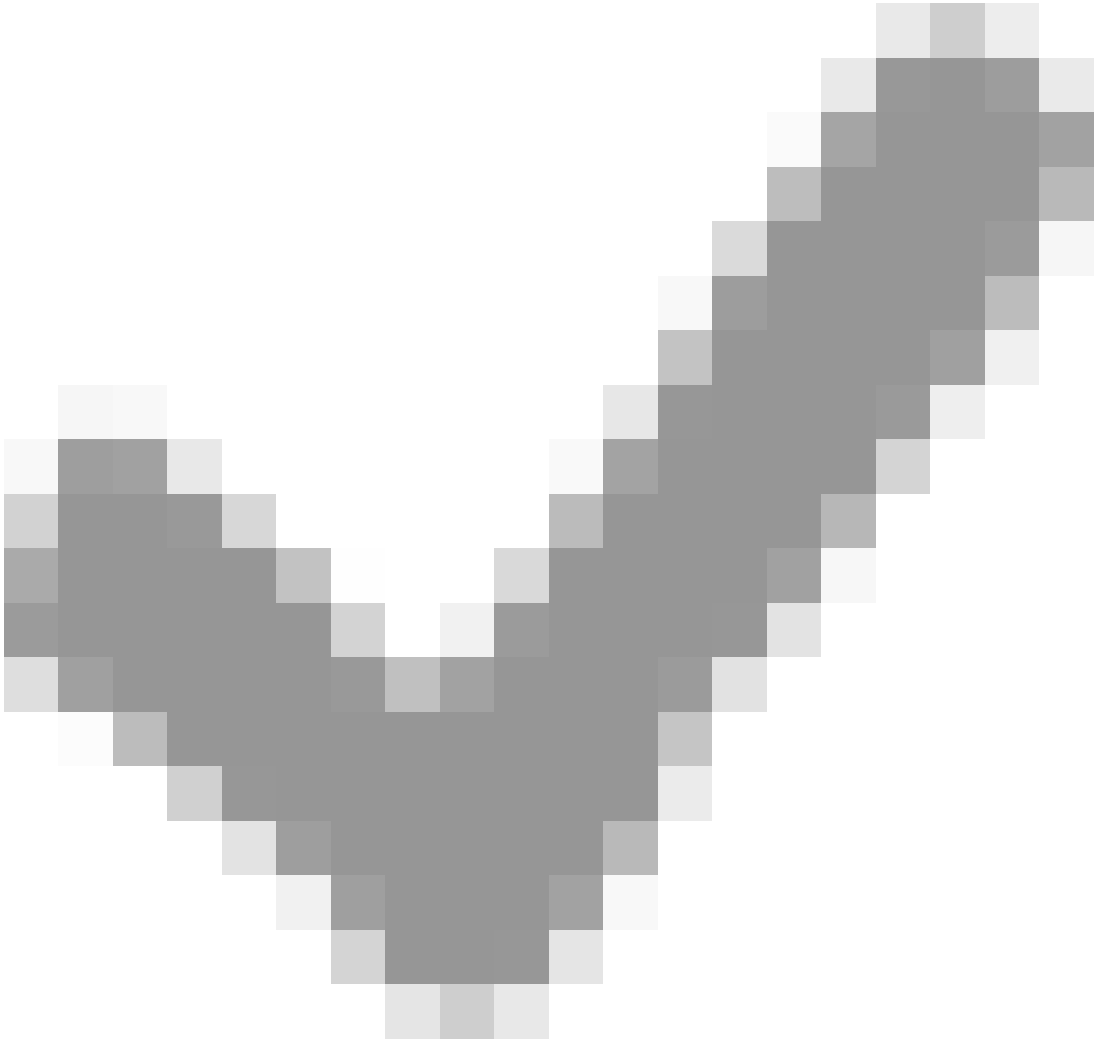
d. For T58W, tap the desired contact and then select

.

d. Select **Add**.

e. Select **Local Directory** from the **Group** field.

f. Select



or **OK**.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **CardDAV Directory**.

  b. Select the desired CardDAV phone book.

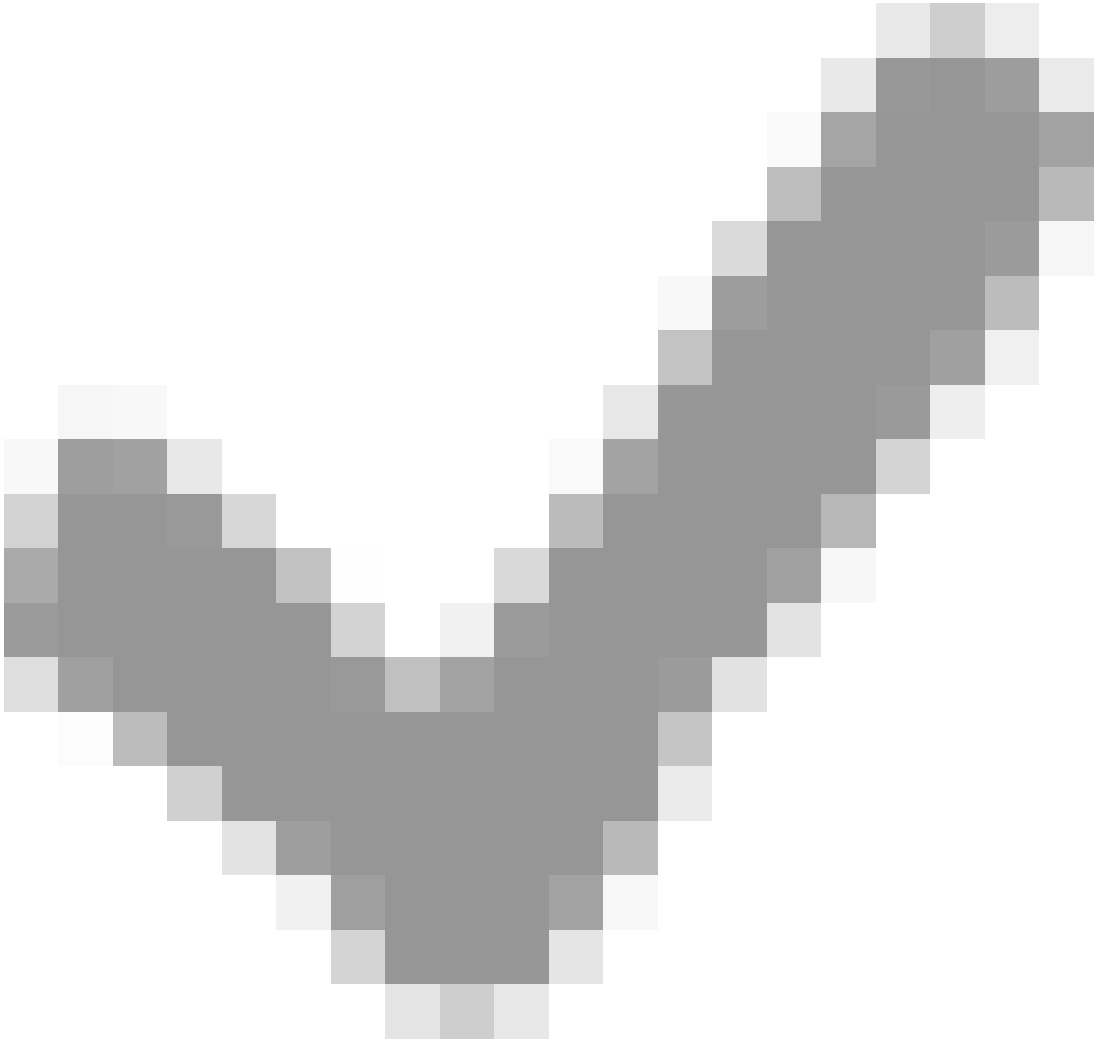
  c. Tap

beside the desired contact.

d. Select **Add**.

e. Select **Local Directory** from the **Group** field.

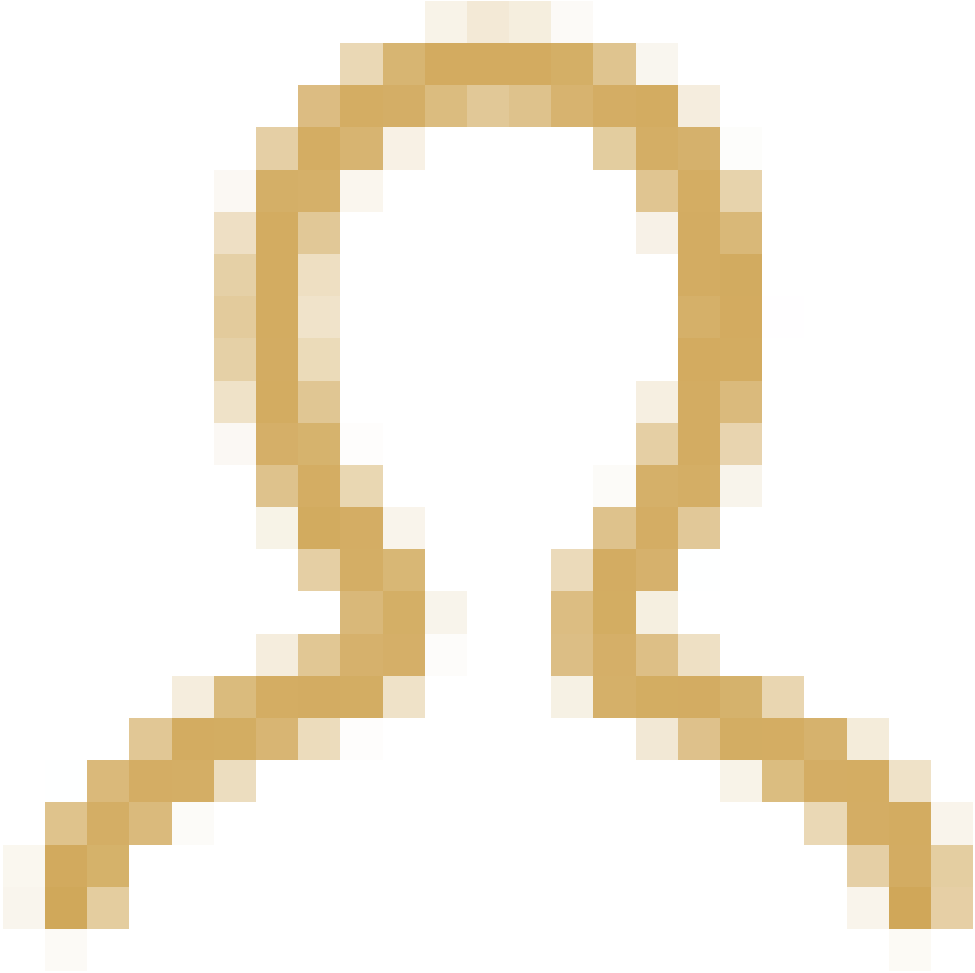
f. Select



or **OK**.

- For CP925 phones:

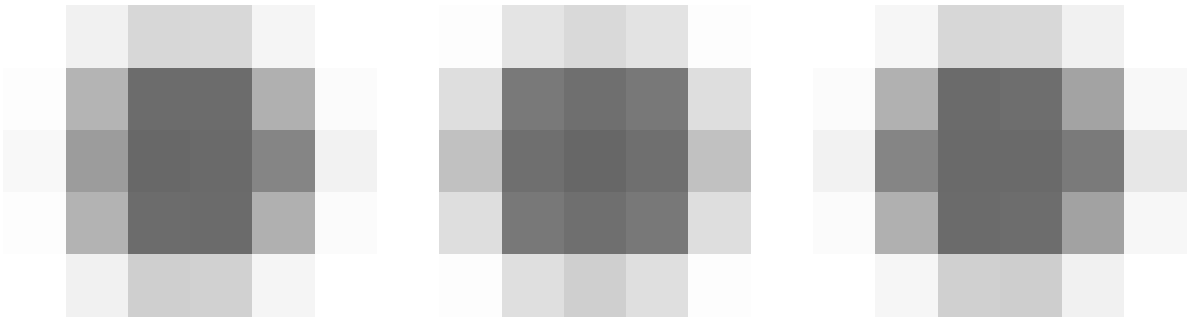
  a. Go to



> **Local Directory** > **CardDAV Phone Book**.

b. Select the desired CardDAV phone book.

c. Tap the desired contact and select

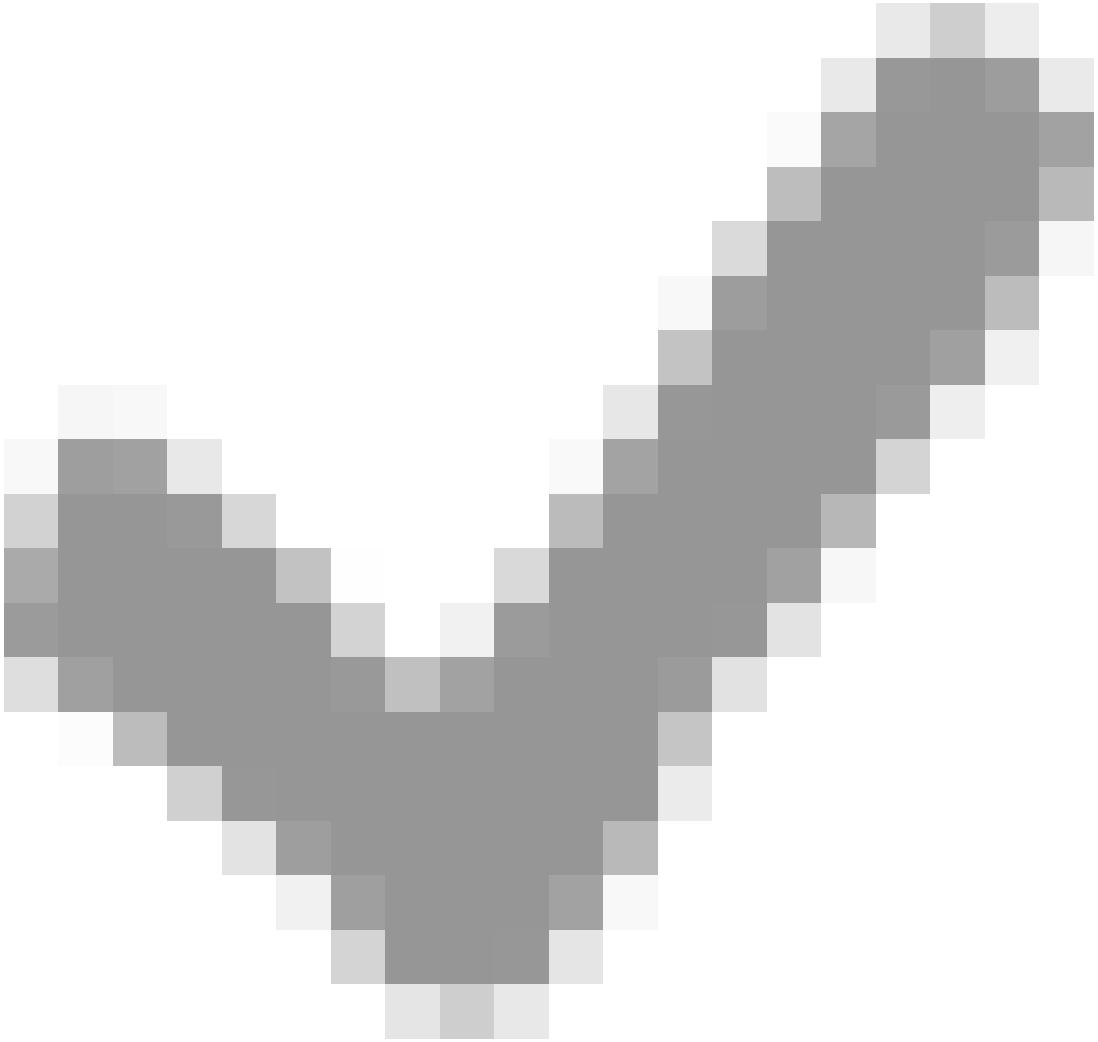


.

d. Select **Add**.

e. Select **Local Directory** from the **Group** field.

f. Select



Save CardDAV Phone Book Contact to Blocklist

You can save any CardDAV phone book contact to the Blocklist on the phone, to prevent this contact from calling you.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Directory** > **CardDAV Phone Book**.
  b. Select the desired CardDAV phone book.

c. Select the desired contact and select **Option** > **Add to Blocklist**.

d. For T48U/T57W phones, select

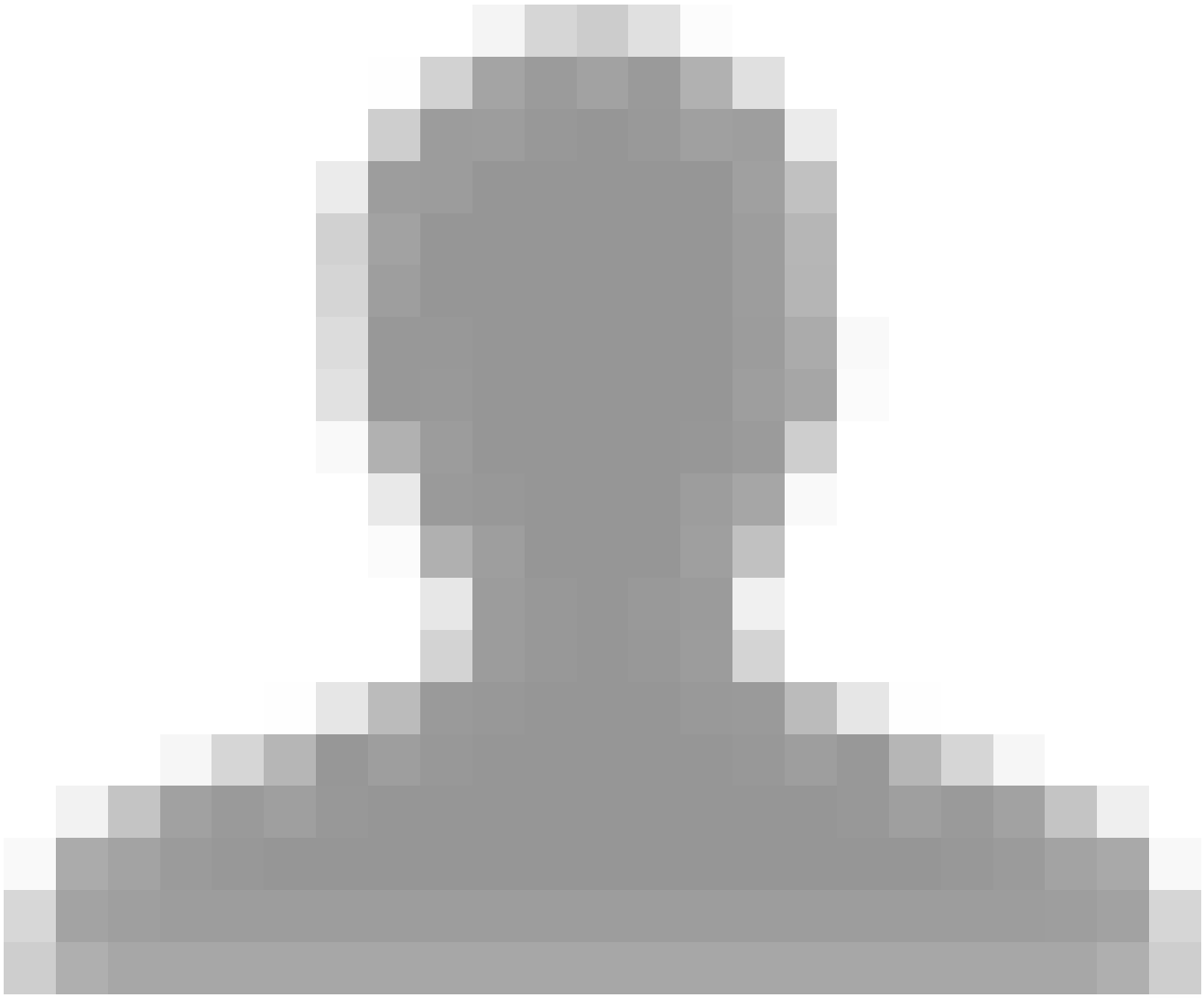
> **Blocklist**.

d. Edit the contact information.

e. Select **Save**.

- For VP59/T58W phones:

  a. Go to



/

> **CardDAV Phone Book**.

b. Select the desired CardDAV phone book.

c. Tap

beside the desired contact.

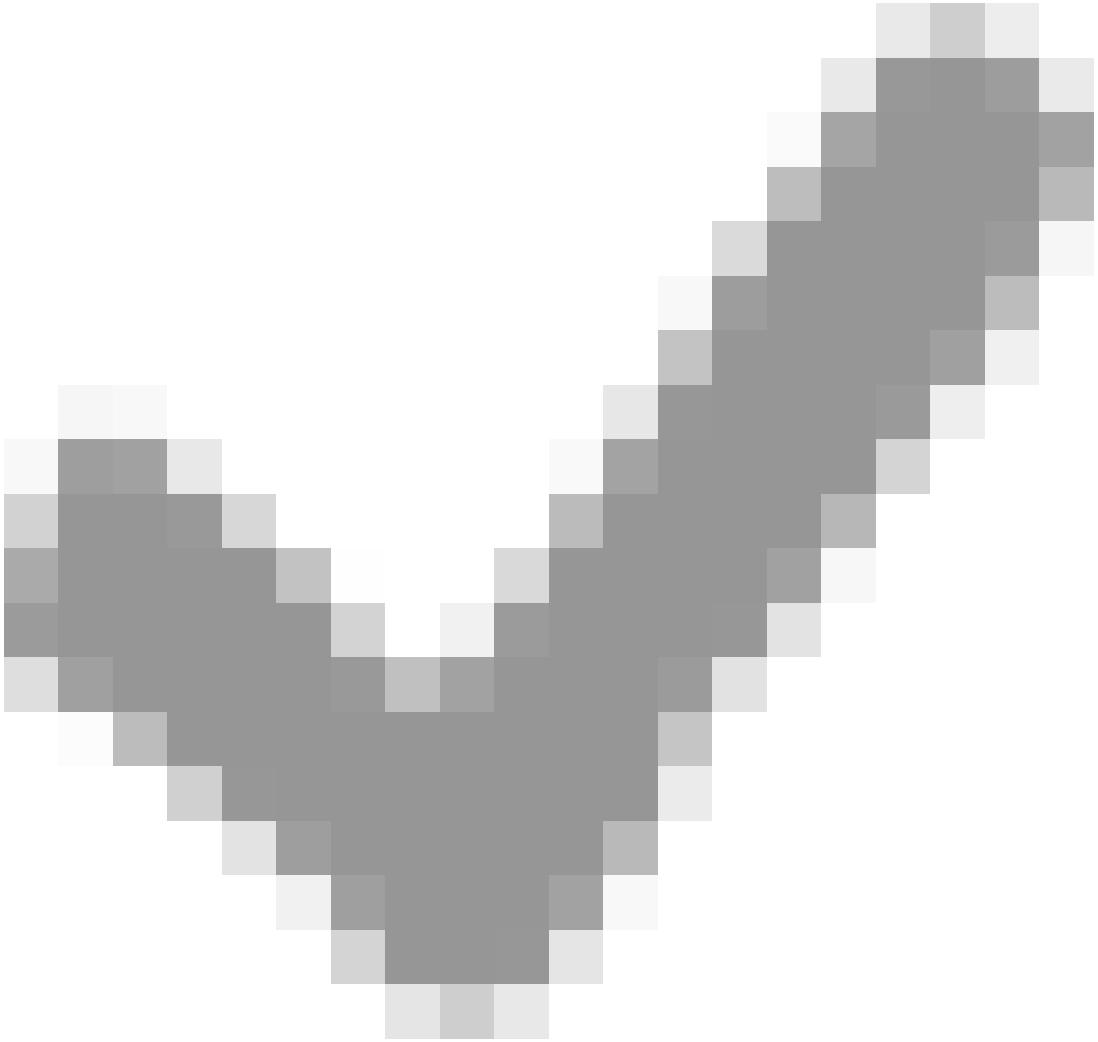
d. For T58W, tap the desired contact and then select

.

d. Select **Add**.

e. Select **Blocklist** from the **Group** field.

f. Select



.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Contact** > **CardDAV Directory**.

  b. Select the desired CardDAV phone book.

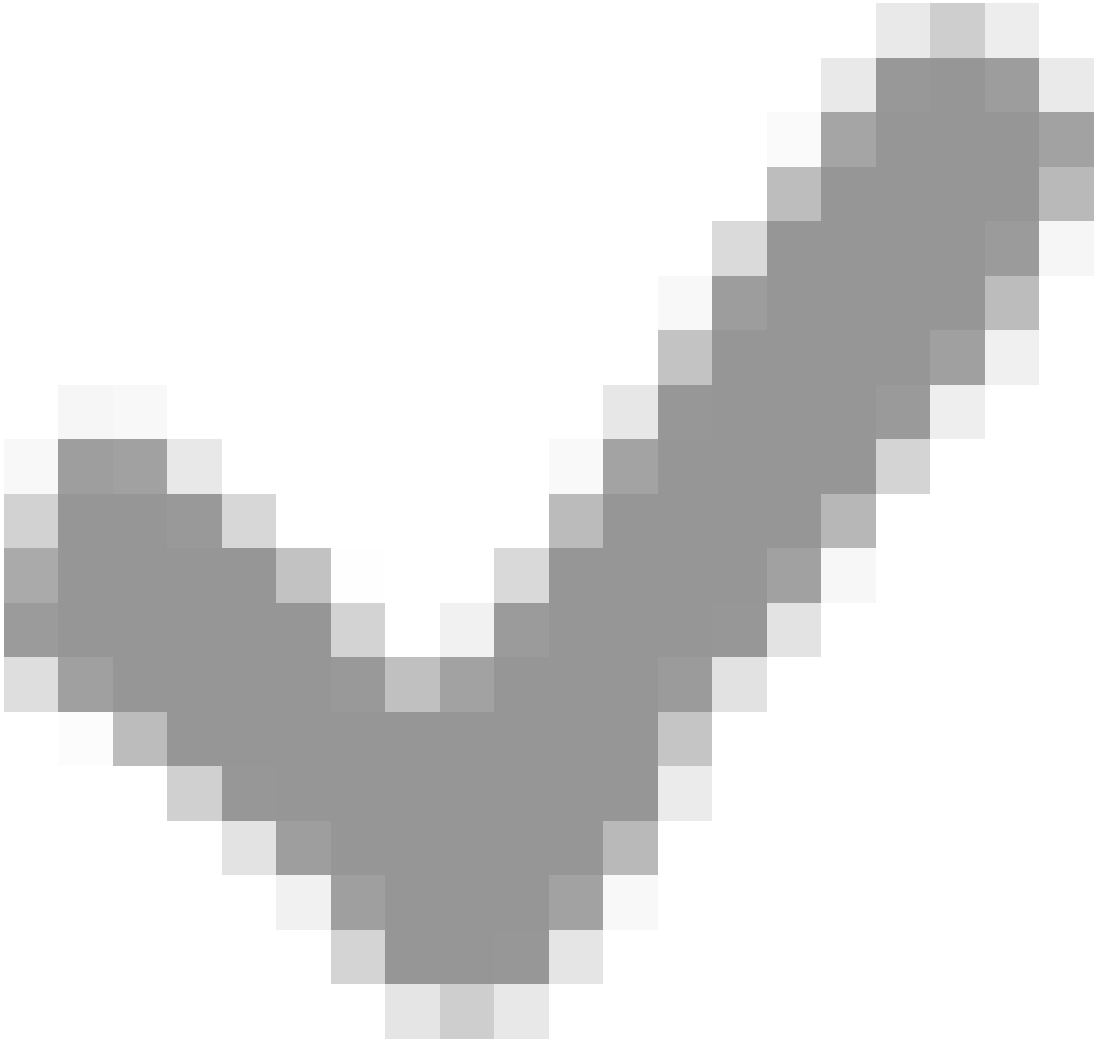
  c. Tap

beside the desired contact.

d. Select **Add**.

e. Select **Blocklist** from the **Group** field.

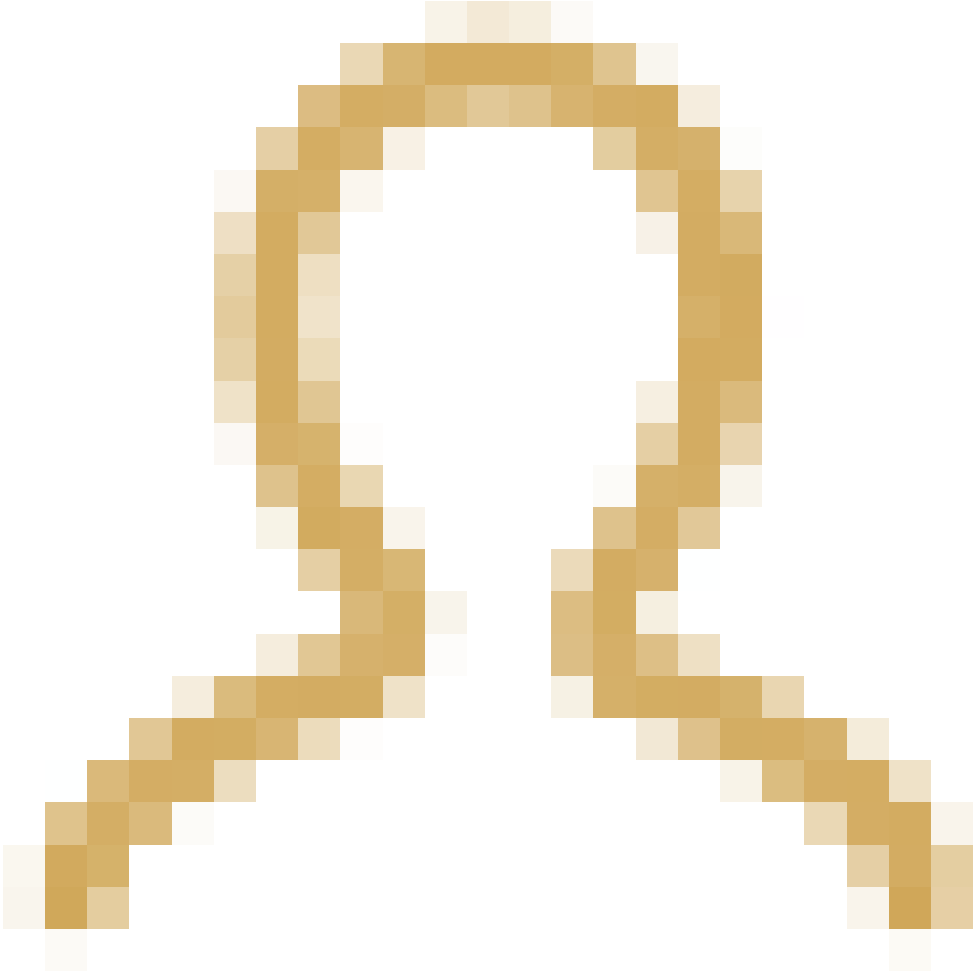
f. Select



.

- For CP925 phones:

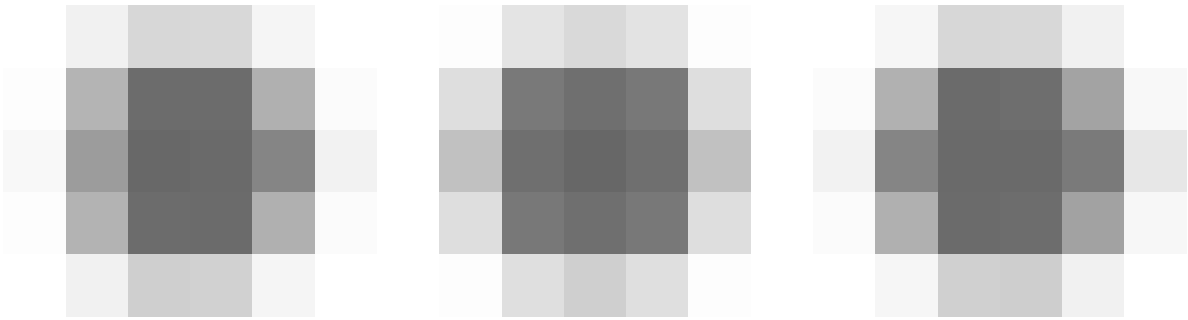
  a. Go to



> **Local Directory** > **CardDAV Phone Book**.

b. Select the desired CardDAV phone book.

c. Tap the desired contact and select

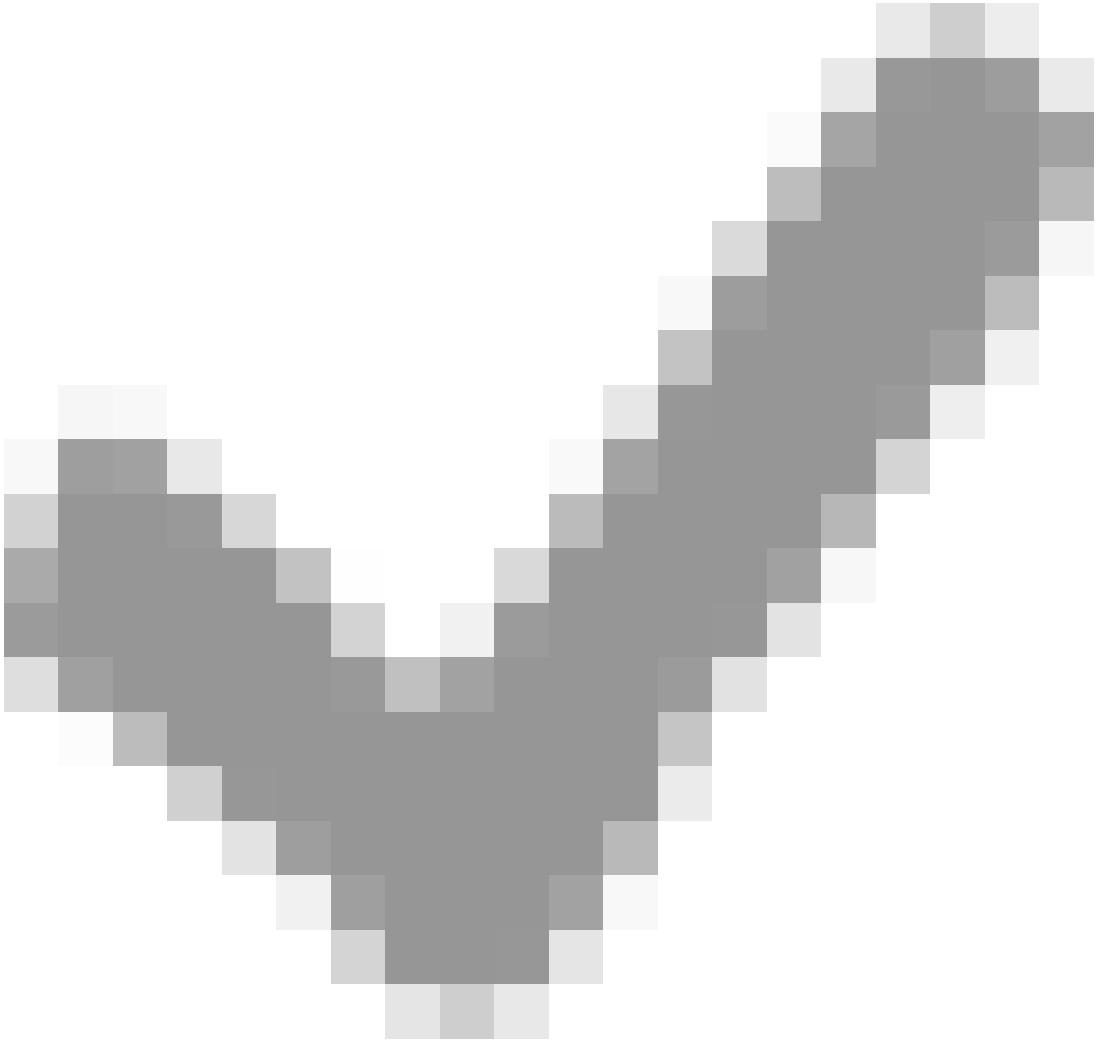


.

d. Select **Add**.

e. Select **Blocklist** from the **Group** field.

f. Select

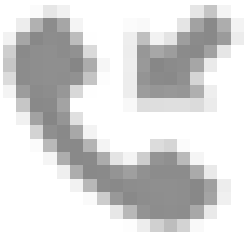
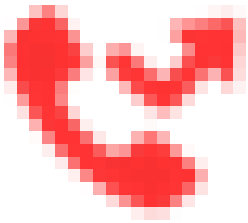
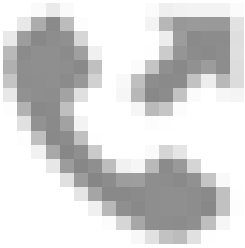


.

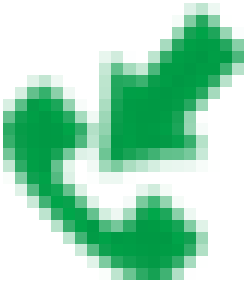
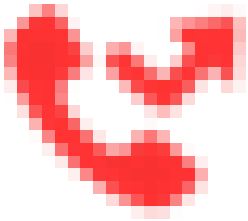
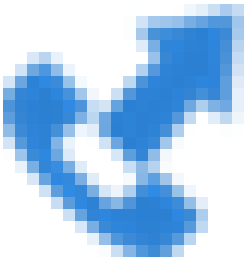
Call History Icons

Each icon in the Call History indicates the corresponding call history status.

- **For T34W/T33P/T33G/T57W**:

Icons	Description	Icons	Description
	Received Call		Missed Call
	Placed Call		Forwarded Call

- **For T48S/T48G/T48U**:

Icons	Description	Icons	Description
	Received Call		Missed Call
	Placed Call		Forwarded Call

- **For T46S/T46G/T46U**:

Icons	Description	Icons	Description
	Received Call		Missed Call

	Placed Call		Forwarded Call

- **For T54W/T53C**:

Icons	Description	Icons	Description
	Received Call		Missed Call
	Placed Call		Forwarded Call

- **For T31W/T31P/T31G/T31/T30P/T30/T42S/T42G/T41S/T41P/T40P/T40G/T43U/T42U/T53W/T53**:

Icons	Description	Icons	Description
	Received Call		Missed Call
	Placed Call		Forwarded Call

- **For CP925/CP935W/CP965**:

Icons	Description	Icons	Description
	Received Call		Missed Call
	Placed Call		Forwarded Call

- **For T7X/T8X**:

Icons	Description	Icons	Description
	Received Call		Missed Call
	Placed Call		Forwarded Call

View History Records

The history record saves the call information such as the caller's name and number, local line and call duration.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
  a. Press **History** or go to **Menu** > **History**.
  b. Select the desired list.
  c. Select the desired entry.
  d. Select **Option** > **Detail**.
  e. For T48S/T48G/T48U/T57W phones, tap

after the desired entry.

- For T77U/T85W/T87W phones:

  a. Select **History** or go to **Menu > History**.

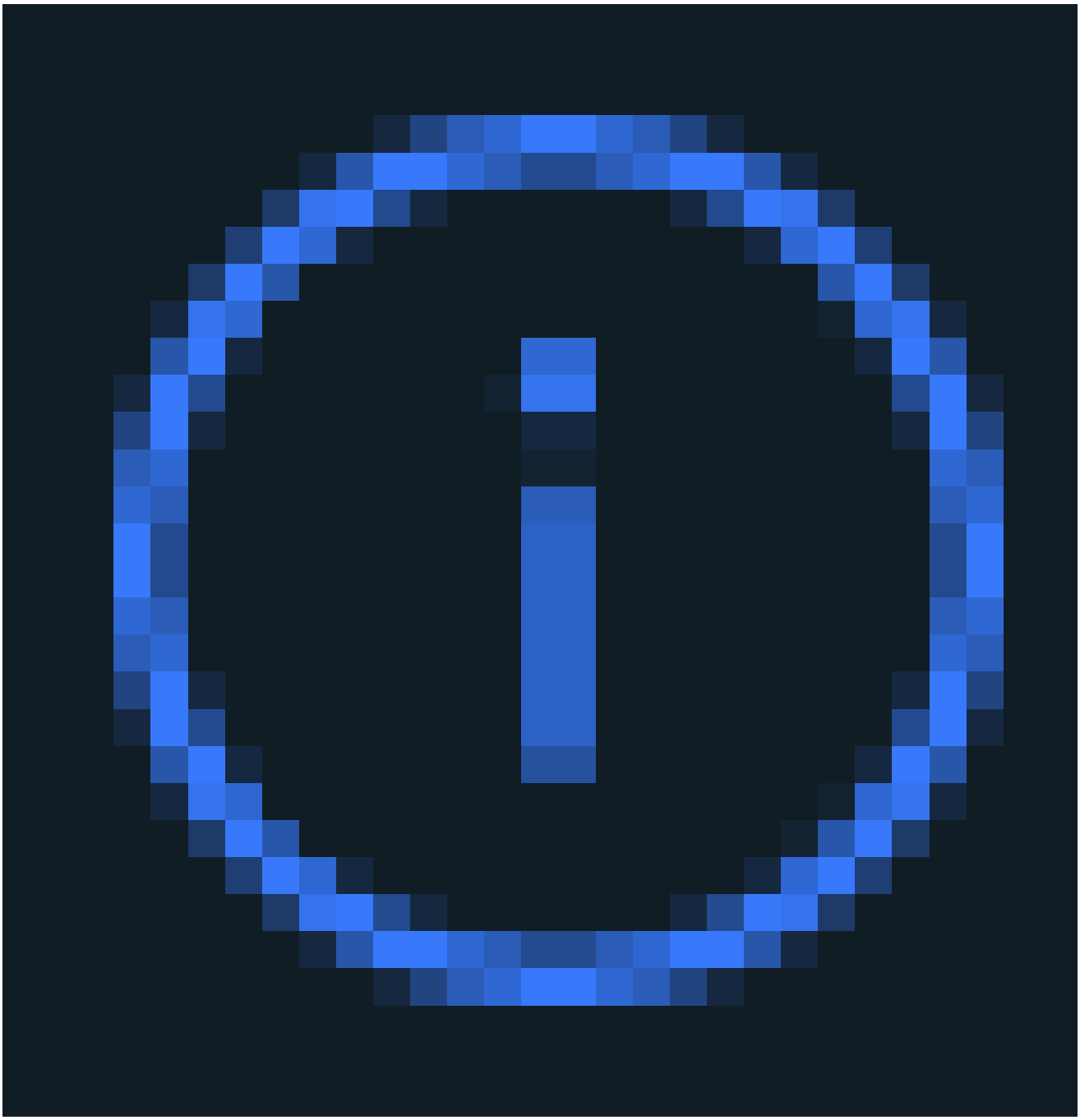
  b. Select

behind the desired entry.

- For T88W (Pro)/T88V Pro phones:

  a. Select **History**.

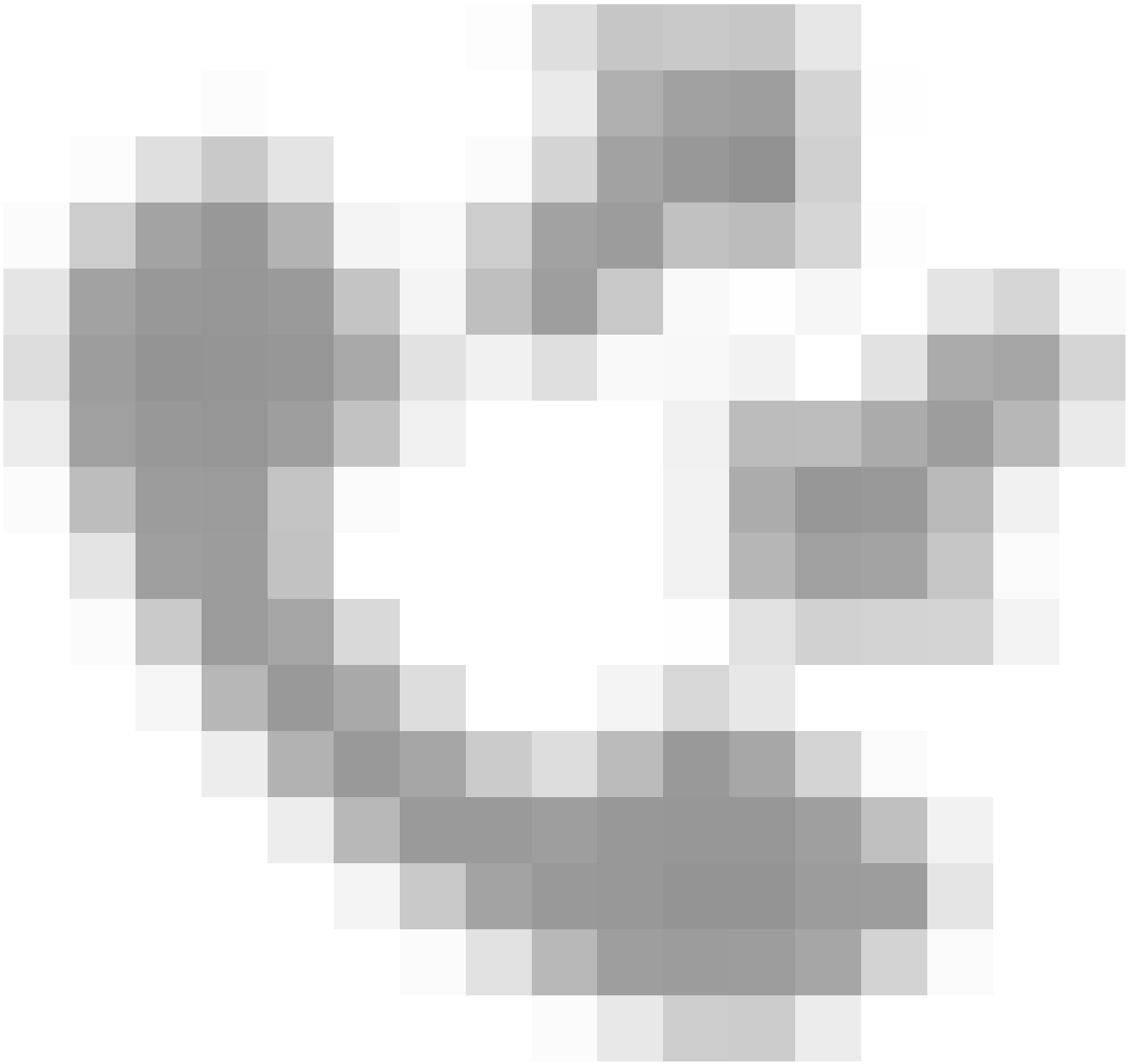
  b. Select



behind the desired entry.

- For VP59/T58A/T58W phones:

  a. Tap



/

.

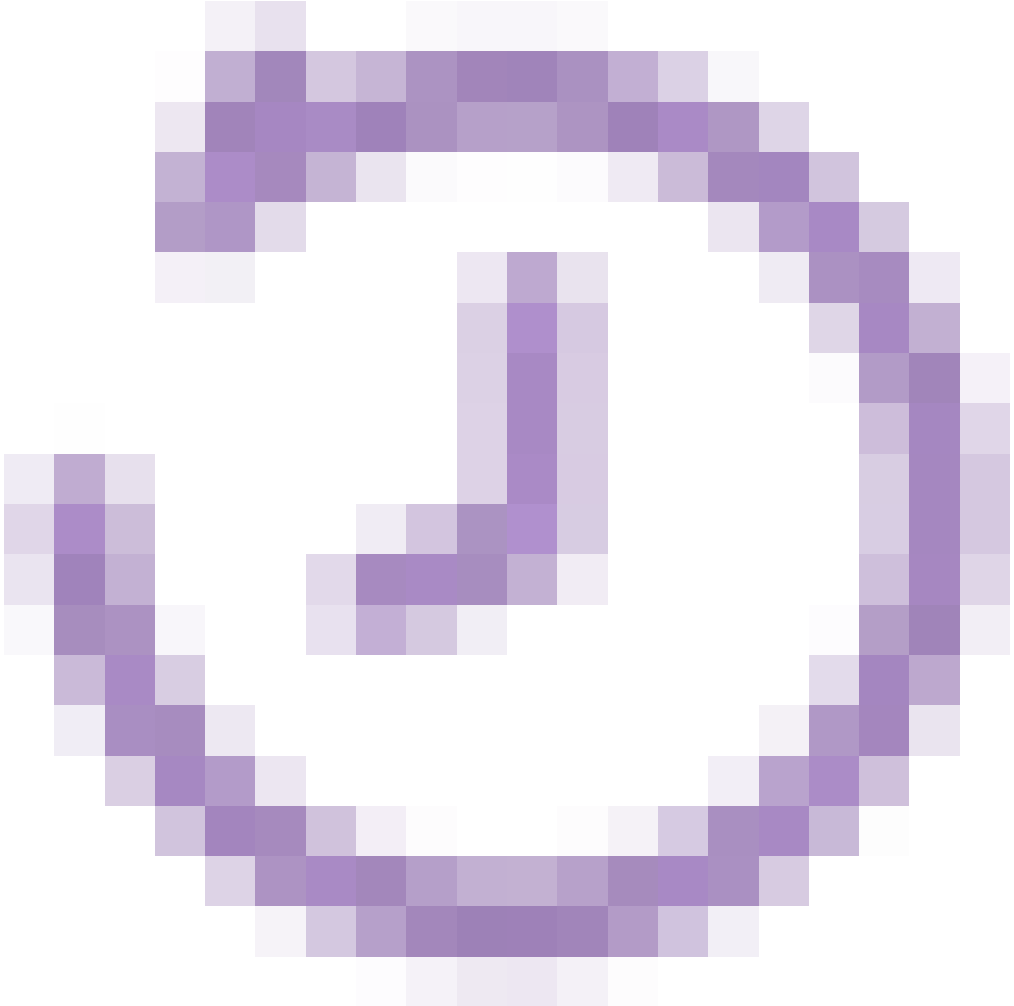
b. Select the desired list.

c. Select

after the desired entry.

- For CP925/CP935W/CP965 phones:

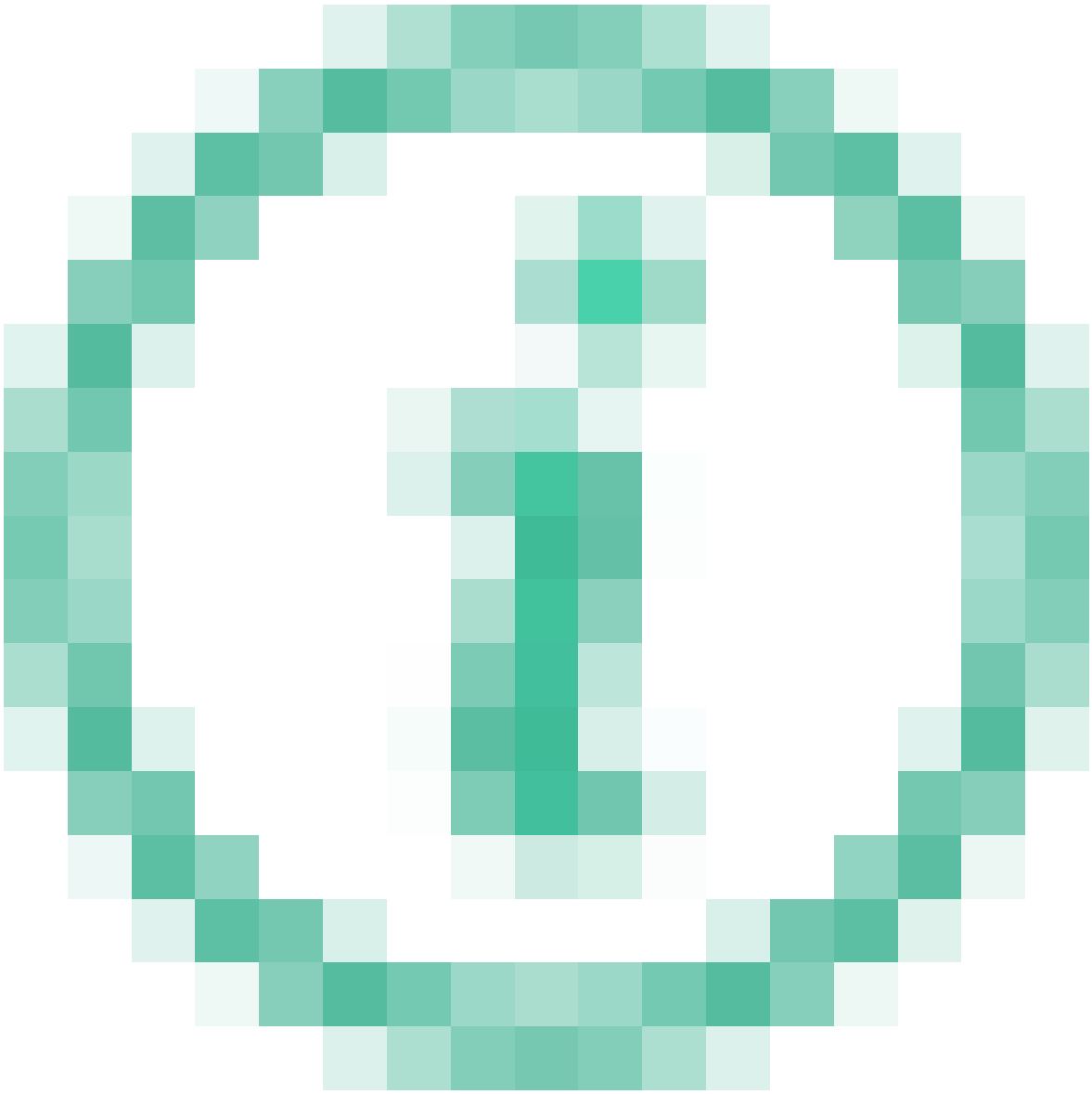
  a. Tap



.

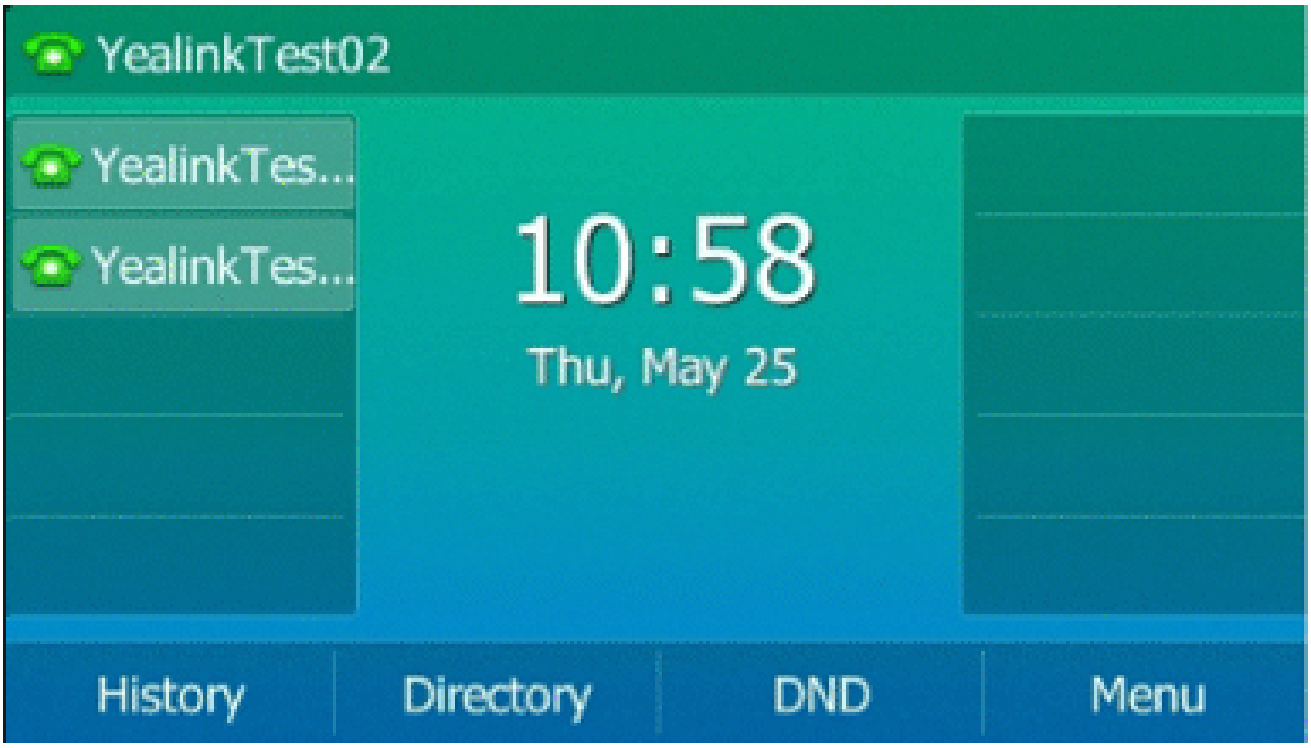
b. Tap **All Calls** to select the desired list.

c. Select



after the desired entry.

The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Save History Record to Local & Blocklist

Save History Record to Local Directory

To identify someone's call the next time, you can save a history record to the Local Directory.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
  a. Select **History** or go to **Menu > History**.
  b. Select the desired entry, and select **Option** > **Add to Contacts**.
  c. For T48S/T48G/T48U/T57W phones, select

> **Add**.

c. Edit the contact information.

d. Select **Save**.

- For T77U/T85W/T87W phones:

  a. Select **History** or go to **Menu > History**.

  b. Select

behind the desired entry, and select **Add to Local**.

c. Edit the contact information.

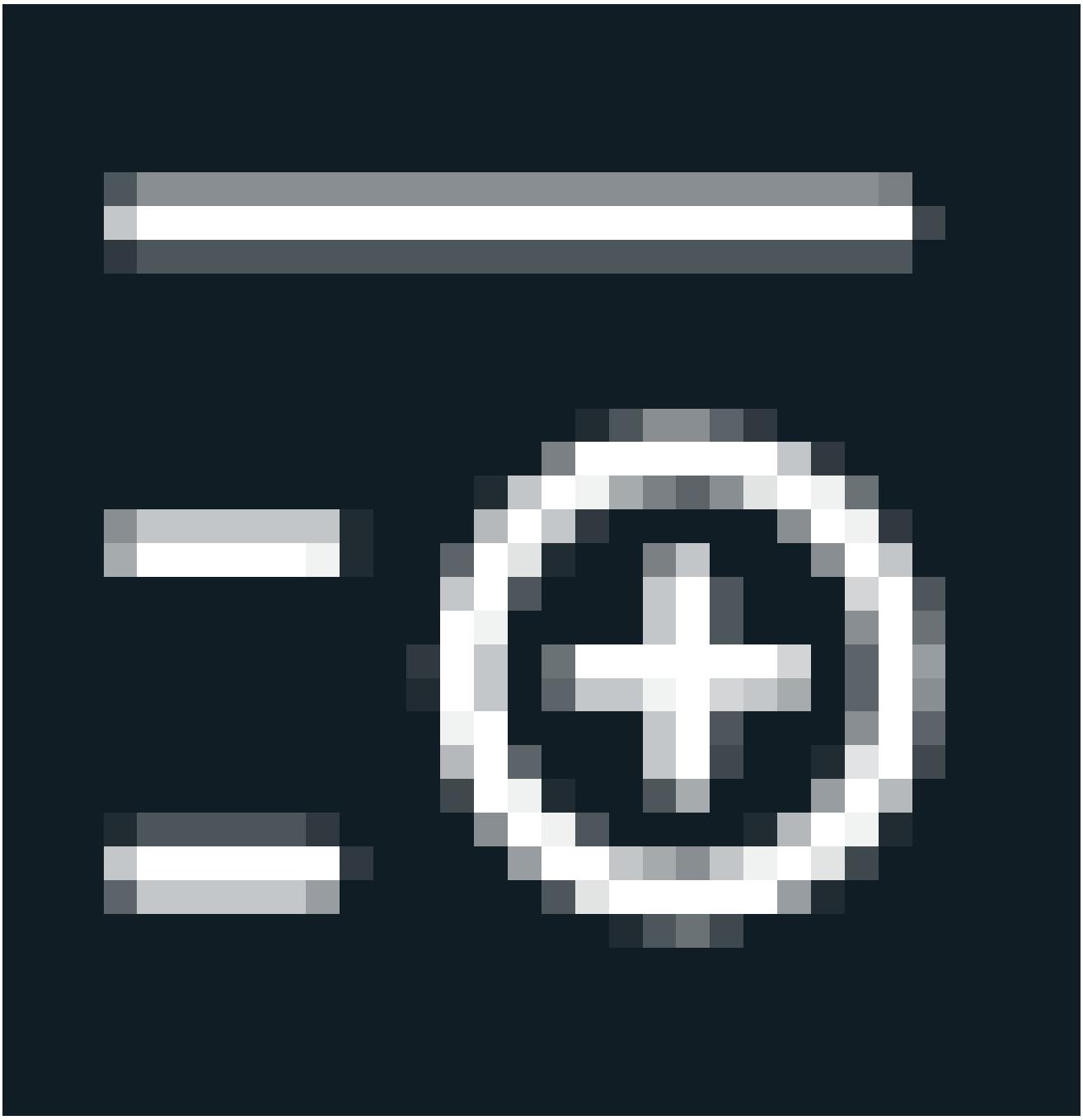
d. Select **Save**.

- For T88W (Pro)/T88V Pro phones:

  a. Select **History**.

  b. Select

behind the desired entry, and select



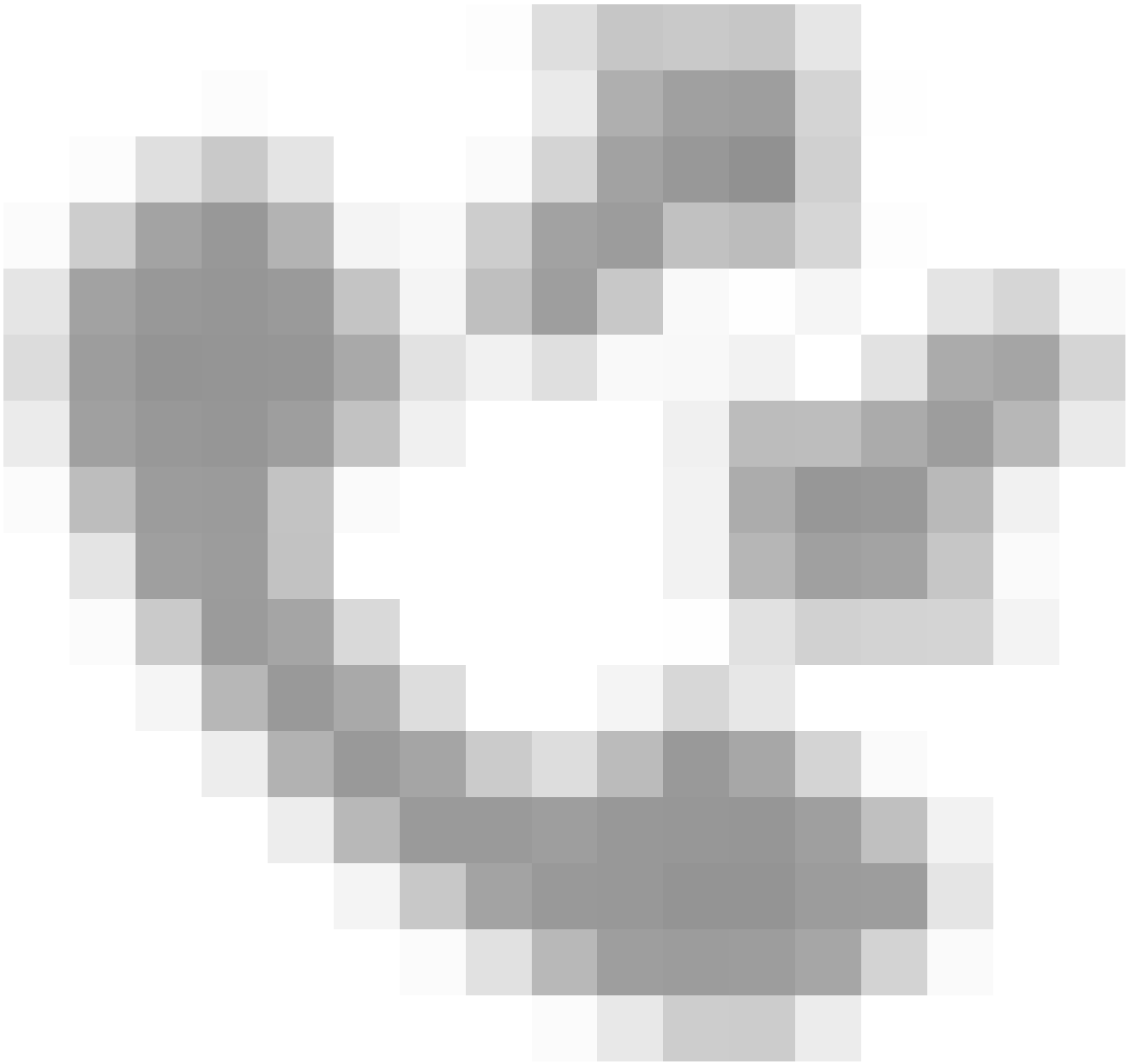
.

c. Edit the contact information.

d. Select **Save**.

- For VP59/T58A/T58W phones:

  a. Tap



/

.

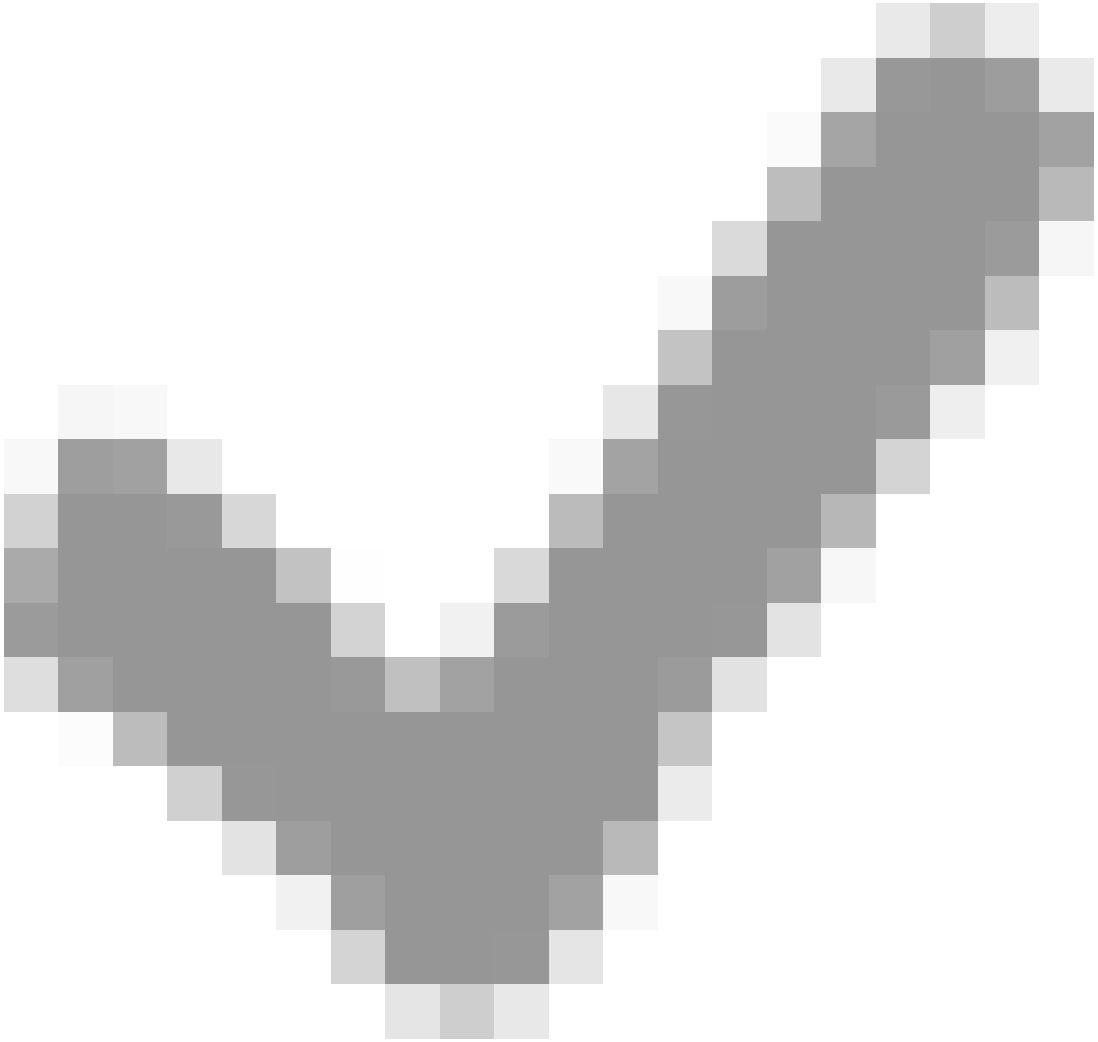
b. Select the desired list.

c. Select

> **Add**.

d. Edit the contact information.

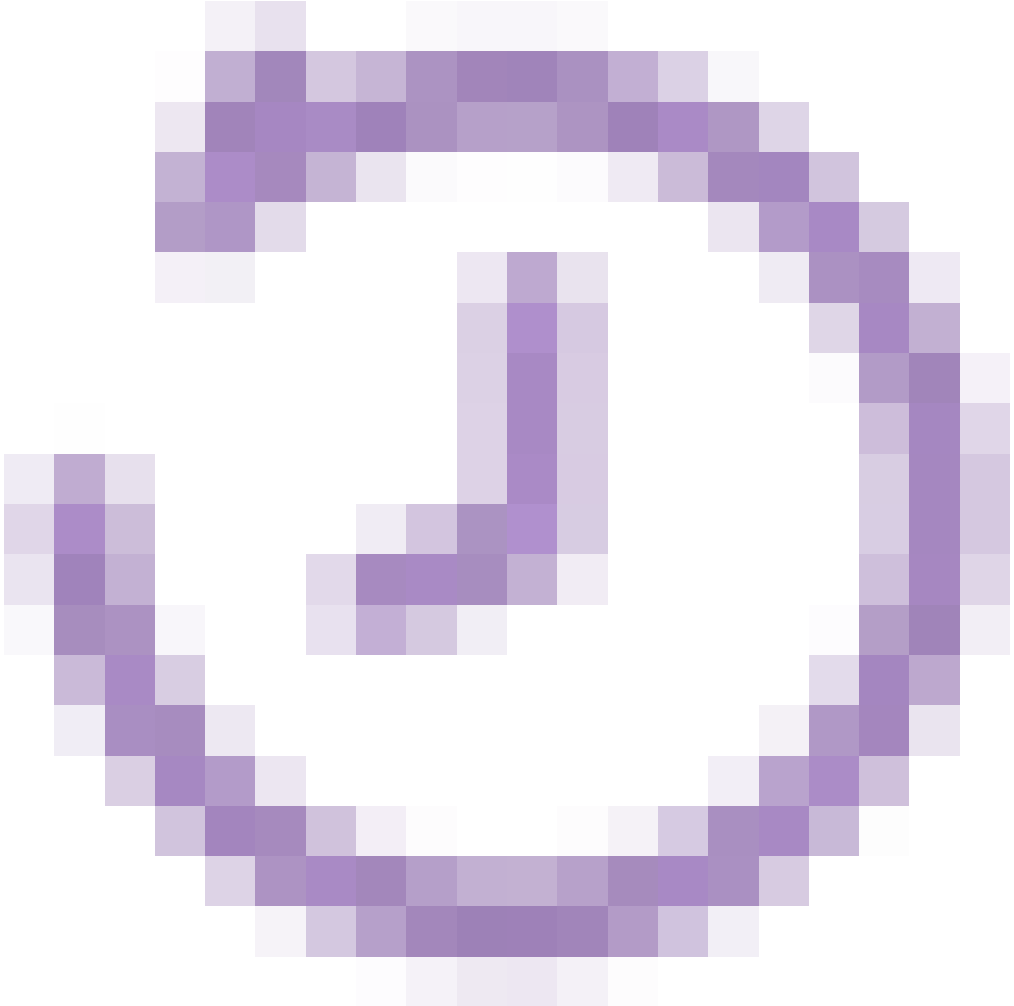
e. Select **OK** or



.

- For CP925/CP935W/CP965 phones:

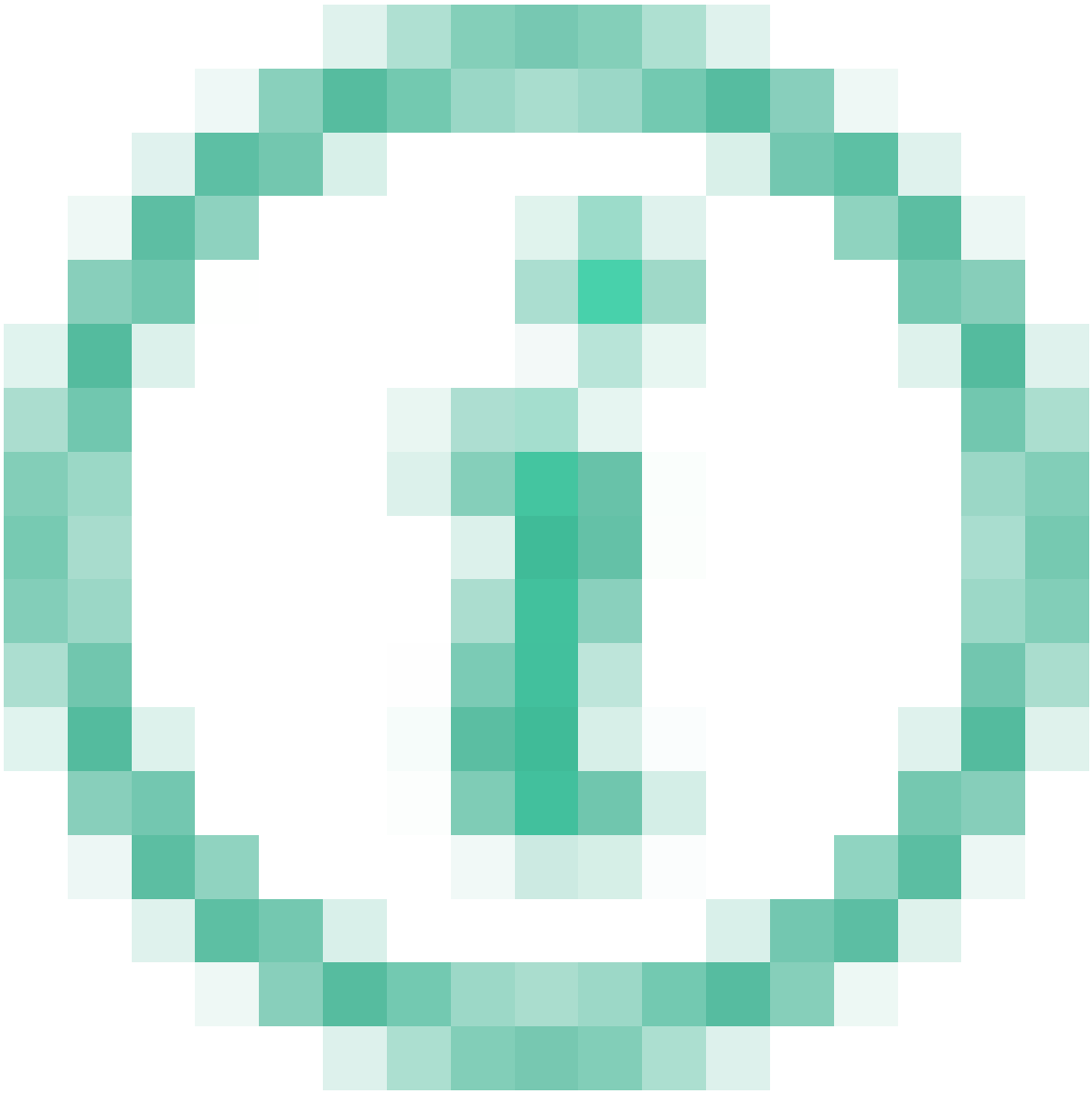
  a. Tap



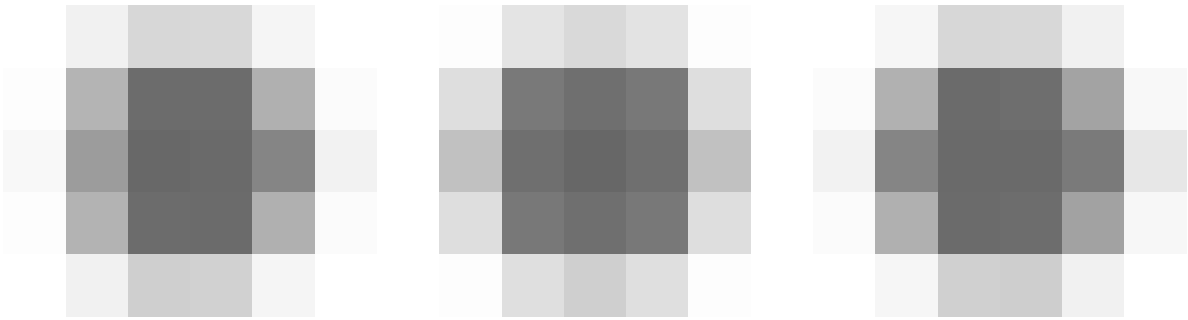
.

b. Tap **All Calls** to select the desired list.

c. Select



>

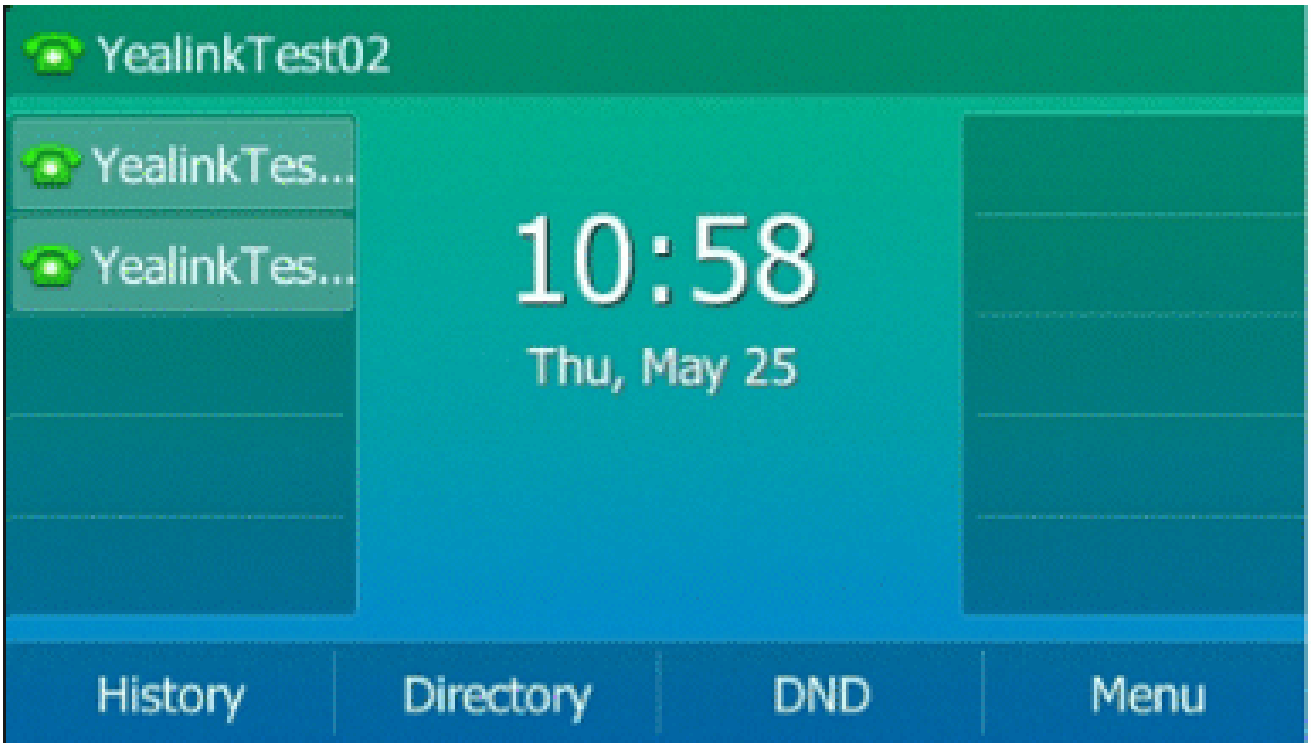


> **Add**.

d. Edit the contact information.

e. Select **Done**.

The following takes T54W for example.



Save History Record to Blocklist

You can prevent someone from calling you again by saving a history record to Blocklist.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
  a. Select **History** or go to **Menu** > **History**.
  b. Select the desired list.
  c. Select the desired entry, and select **Option** > **Add to Blocklist**.
  d. For T48S/T48G/T48U/T57W phones, select

> **Blocklist**.

d. Edit the contact information.

e. Select **Save**.

- For T77U/T85W/T87W phones:

  a. Select **History** or go to **Menu > History**.

  b. Select

behind the desired entry, and select **Blocklist**.

c. Edit the contact information.

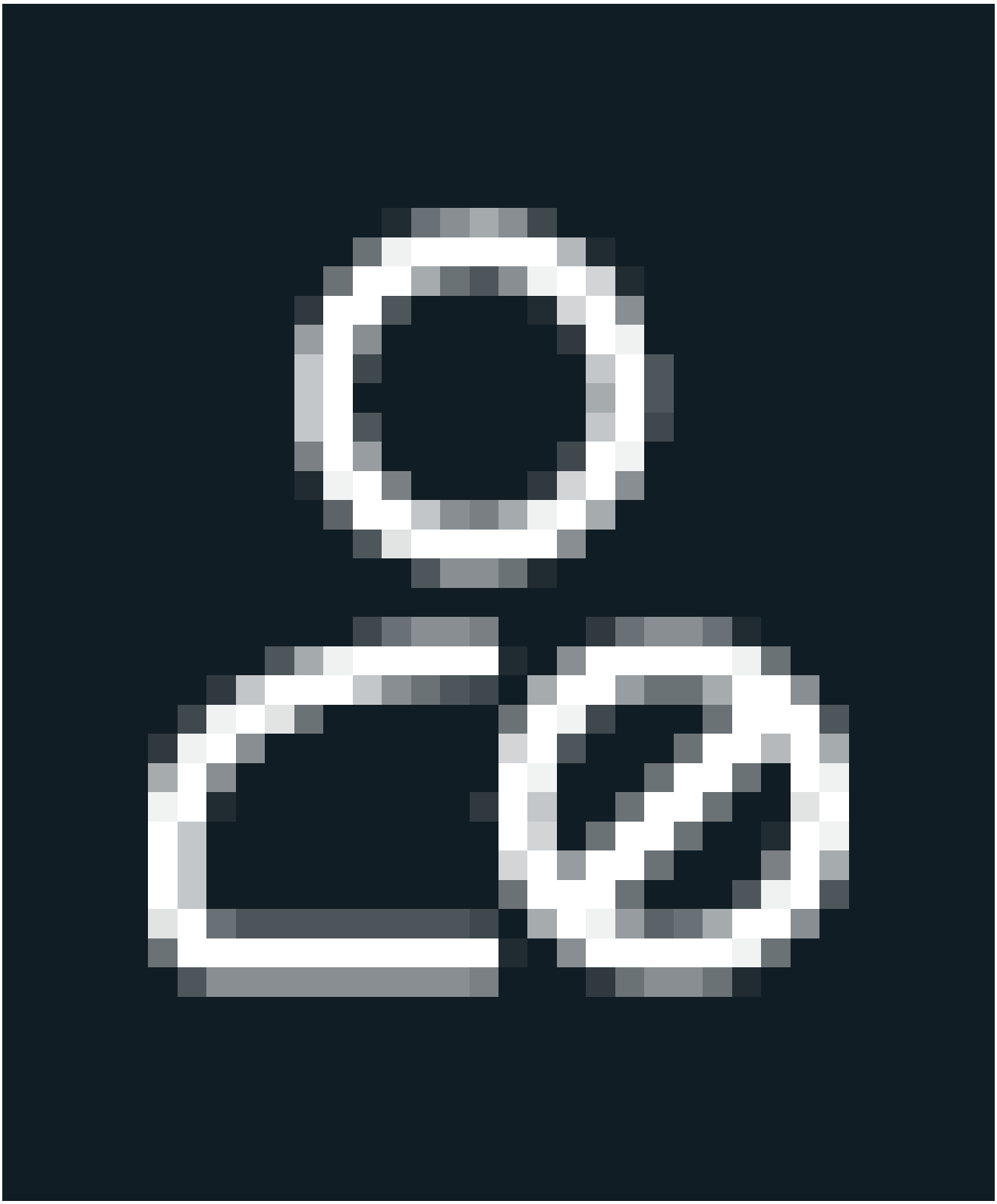
d. Select **Save**.

- For T88W (Pro)/T88V Pro phones:

  a. Select **History**.

  b. Select

behind the desired entry, and select



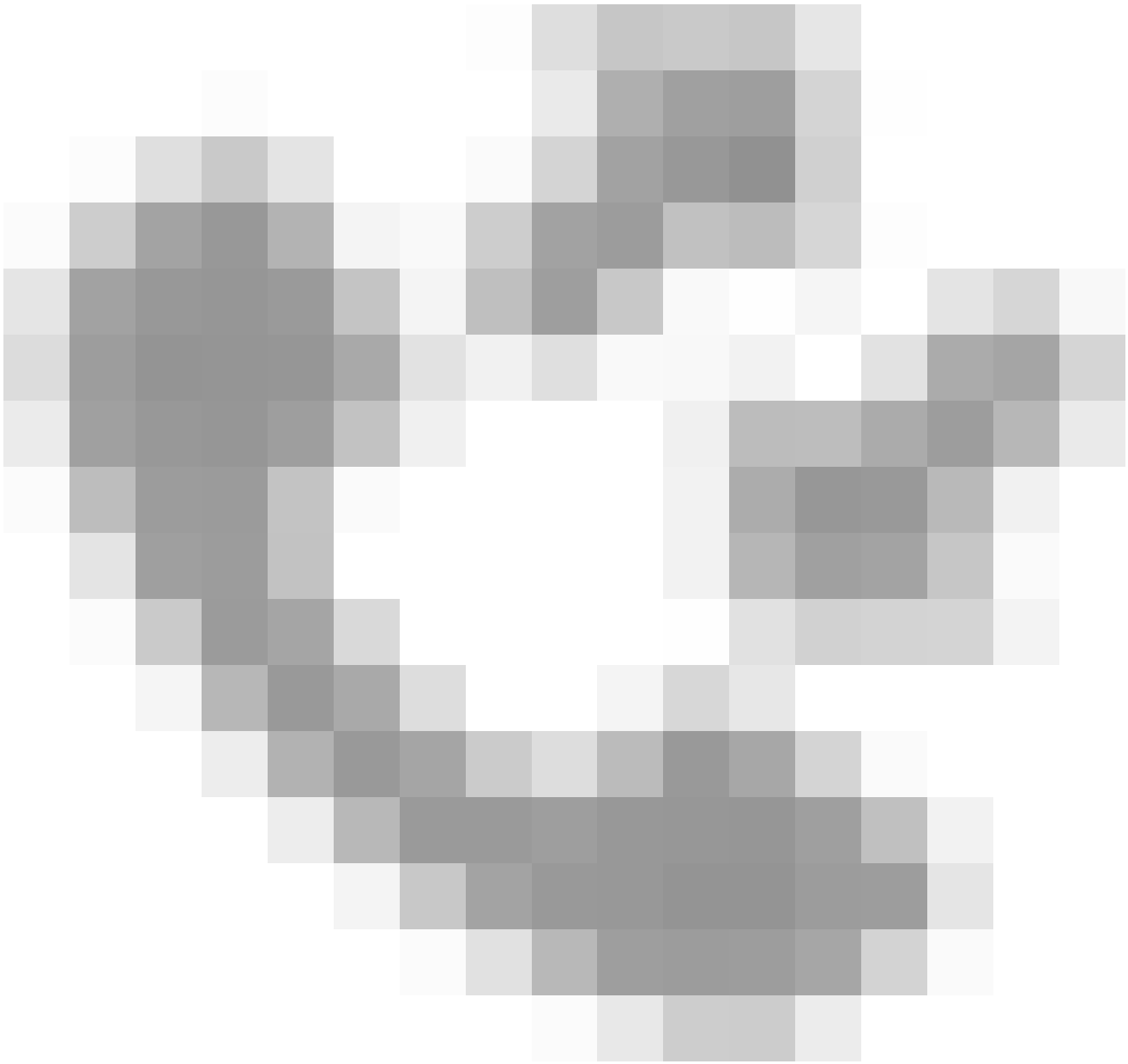
.

c. Edit the contact information.

d. Select **Save**.

- For VP59/T58A/T58W phones:

  a. Tap



/

.

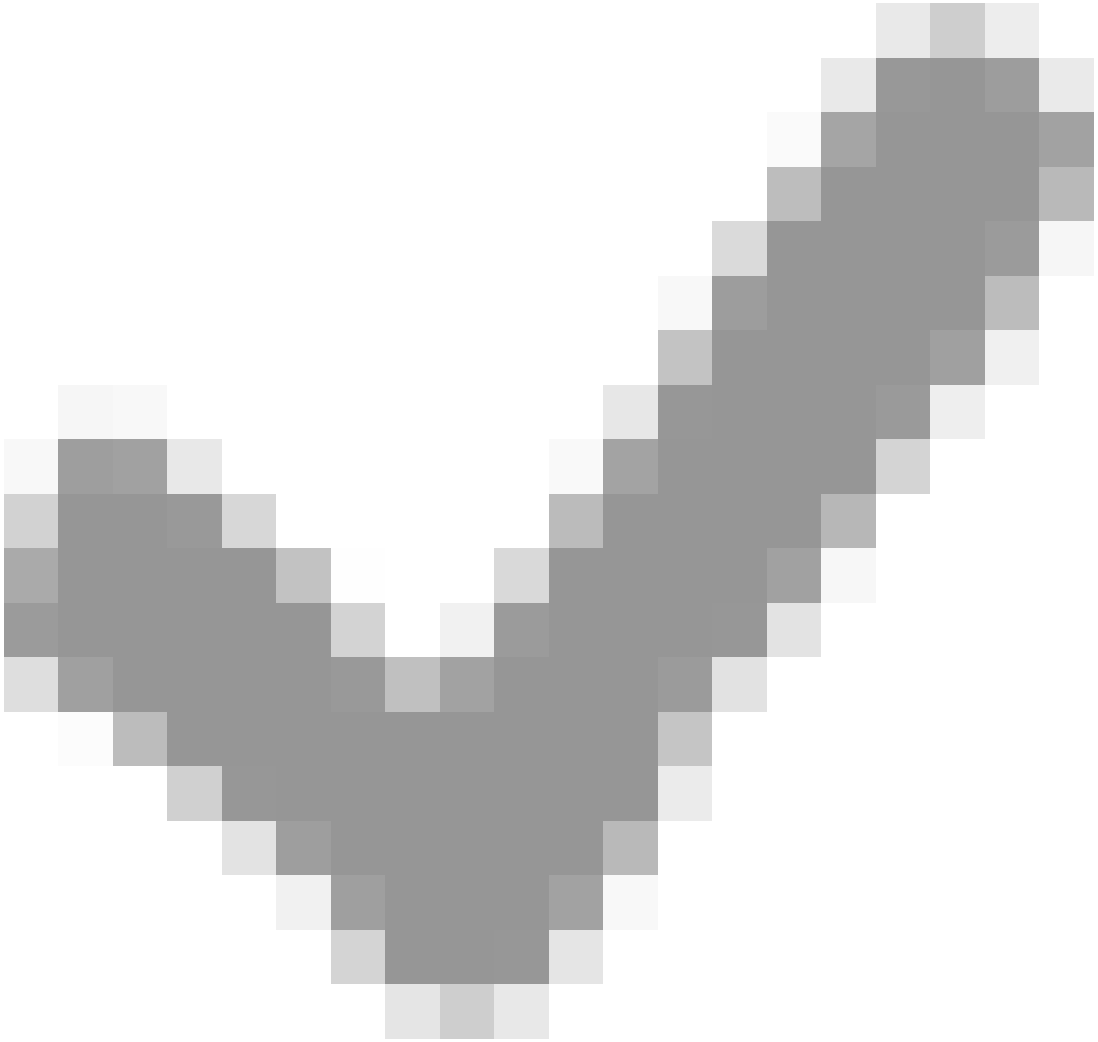
b. Select the desired list.

c. Select

> **Blocklist**.

d. Edit the contact information.

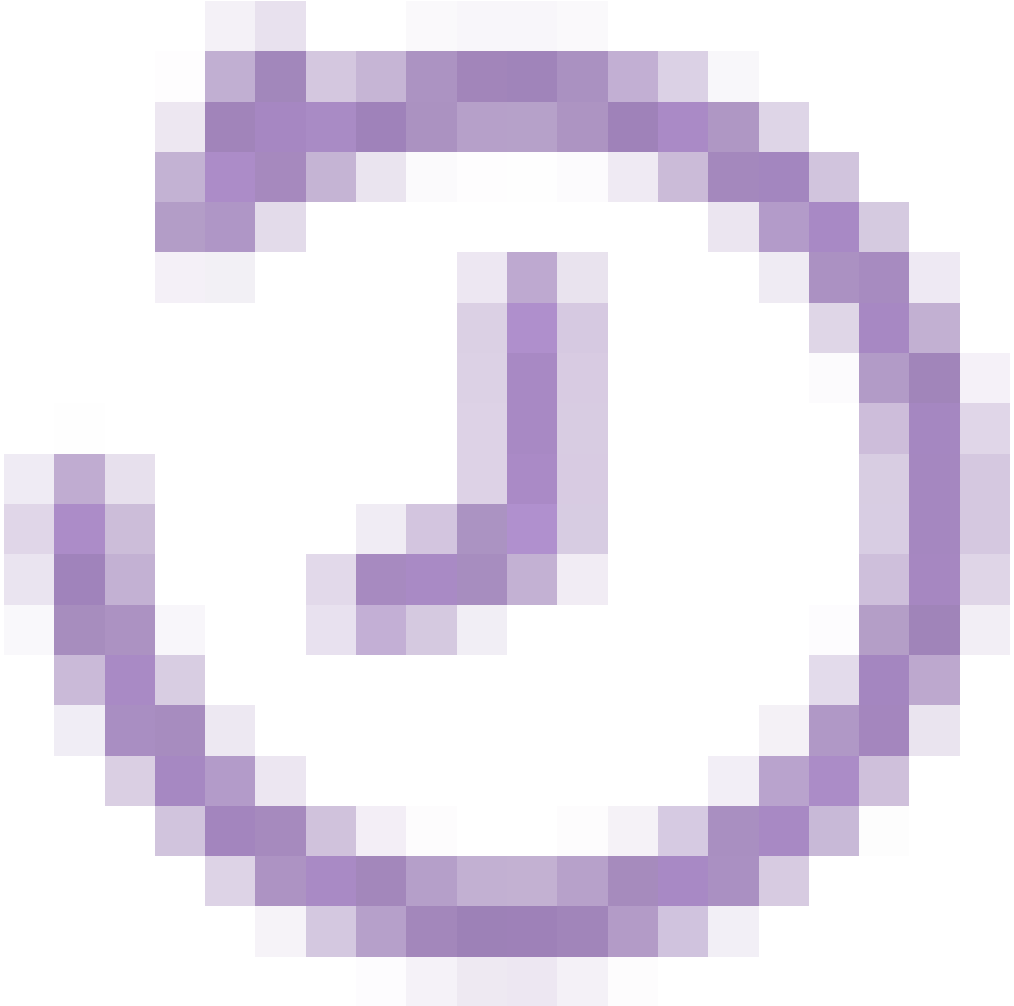
e. Select **OK** or



.

- For CP925/CP935W/CP965 phones:

  a. Tap



.

b. Tap **All Calls** to select the desired list.

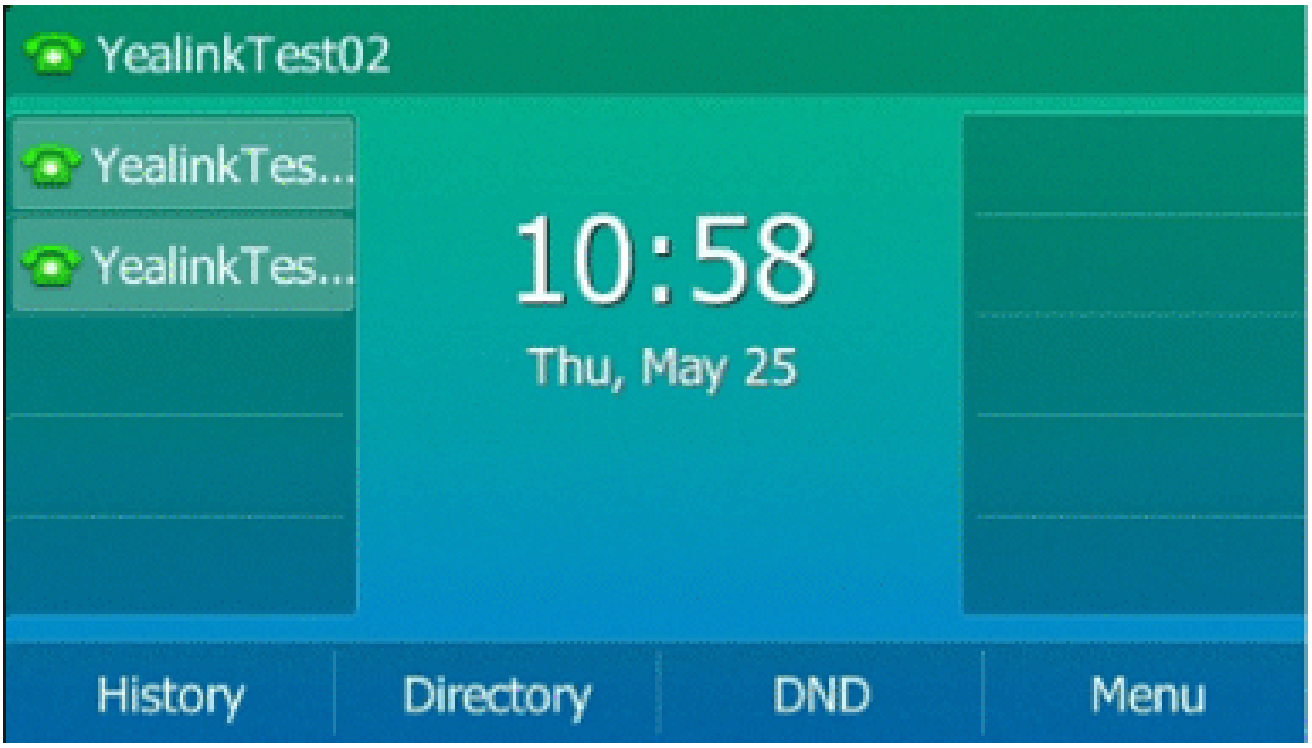
c. Select

> **Blocklist**.

d. Edit the contact information.

e. Select **Done**.

The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Delete History Records

You can delete one or all call records from the call history list.

Delete Call Record

You can delete any call record from the call history list.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:
  a. Press **History** or go to **Menu** > **History**.
  b. Select the desired list.
  c. Select the desired entry, and select **Delete**.
  d. For T48S/T48G/T48U/T57W phones, tap

> **Delete**.

The phone prompts whether to delete the record, tap **OK**.

- For T77U/T85W/T87W phones:

  a. Press **History** or go to **Menu** > **History**.

  b. Select the desired list.

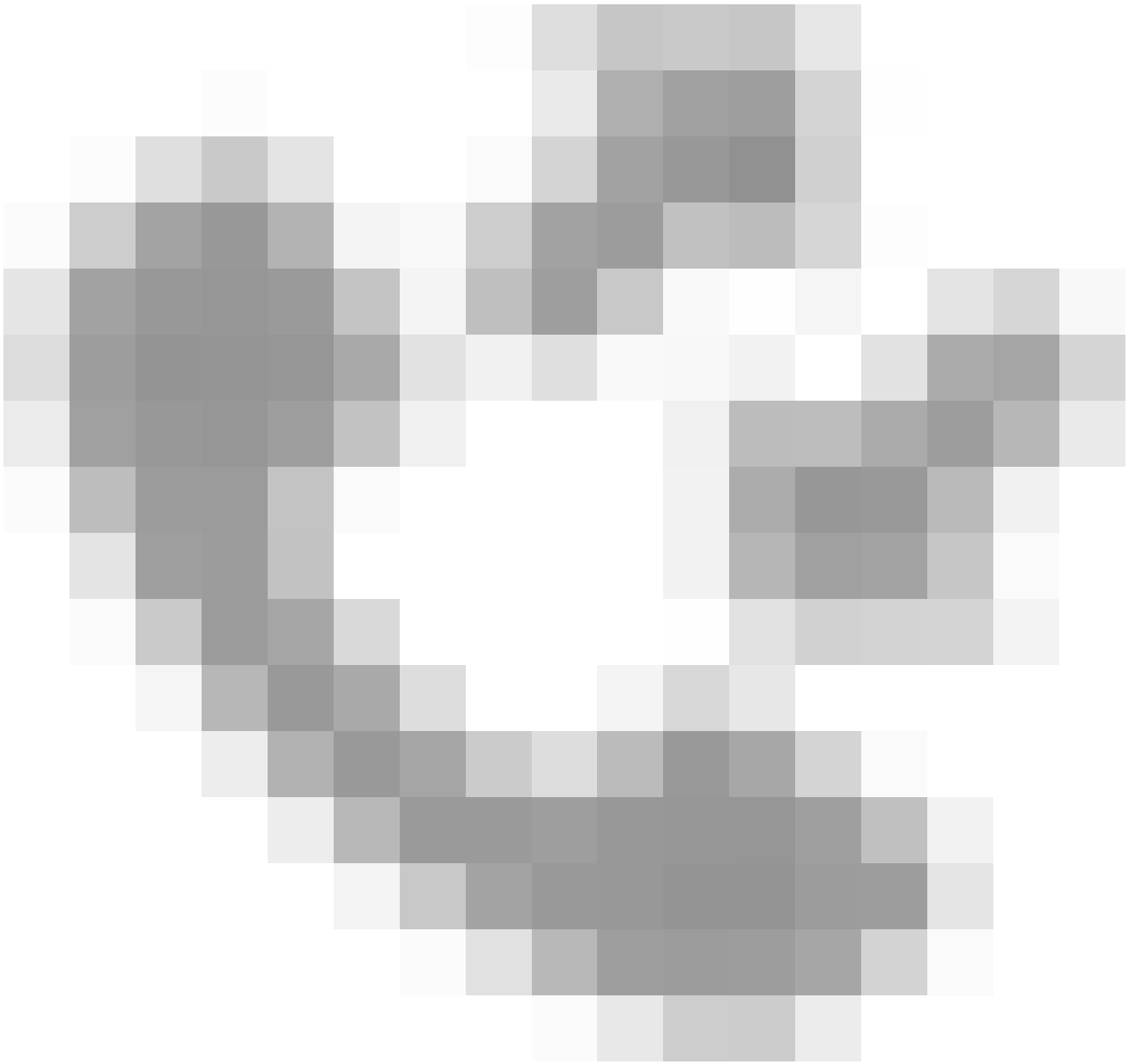
  c. Select

behind the desired entry, and select **Delete**.

d. The phone prompts whether to delete the record, tap **OK**.

- For VP59/T58A/T58W phones:

  a. Tap



/

.

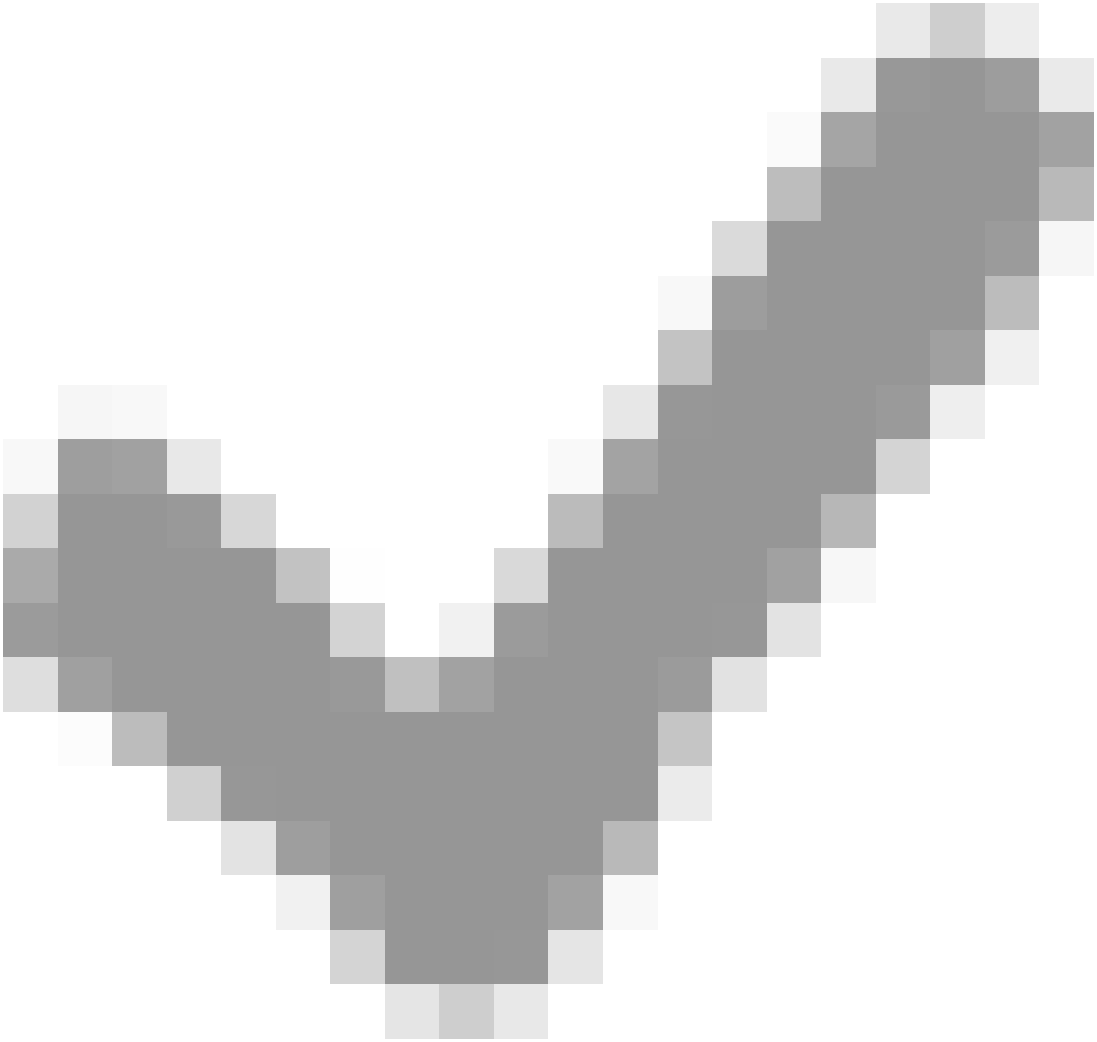
b. Select the desired list.

c. Select

after the desired entry, and then tap **Delete**.

d. *The phone prompts you to delete the record or not.*

d. Select **OK** or



.

- For T88W (Pro)/T88V Pro phones:
  a. Tap **History**.
  b. Select the desired list.
  c. Select

after the desired entry, and then tap

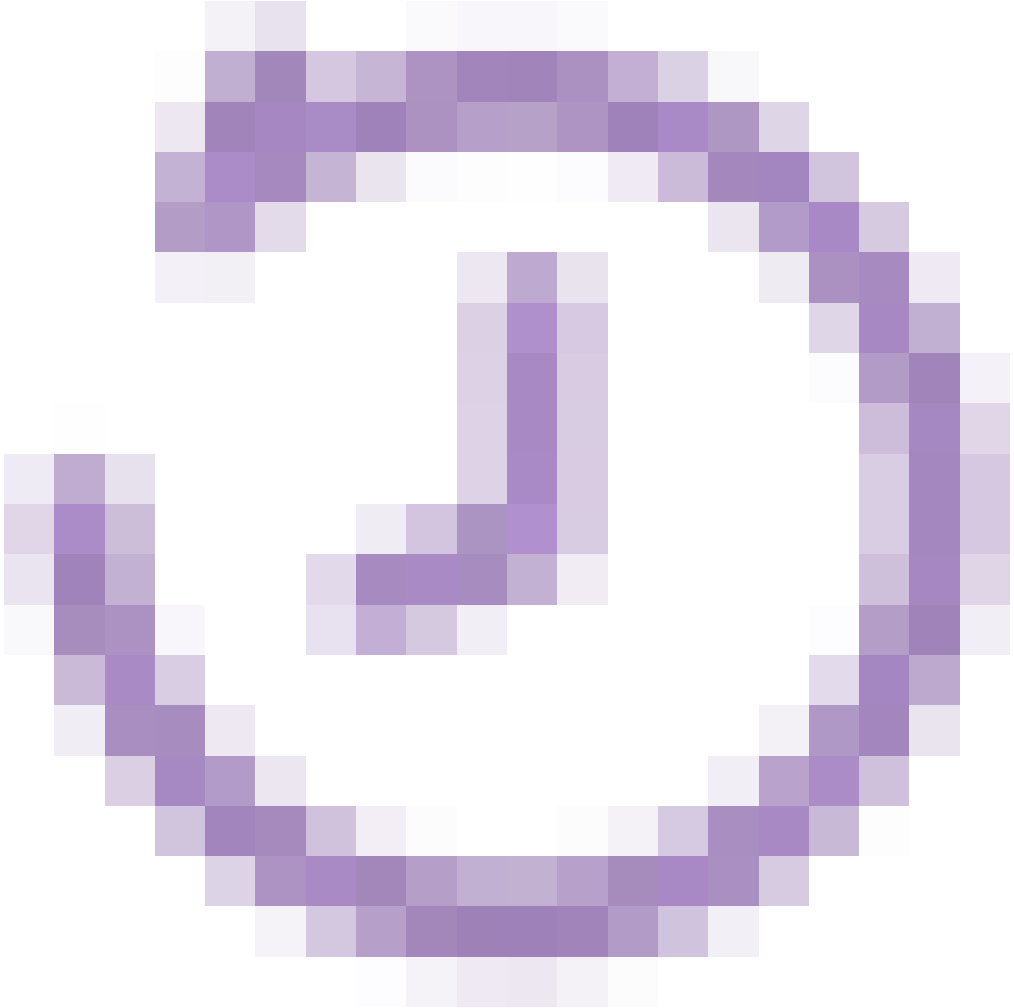
.

d. *The phone prompts you to delete the record or not.*

d. Select **OK**.

- For CP925/CP935W/CP965 phones:

  a. Tap



.

b. Tap **All Calls** to select the desired list.

c. Select after the desired entry, and then tap **Delete**.

d. *The phone prompts you to delete the record or not.*

d. Select **OK**.

Delete All Call Records

You can delete all call records from the call history list.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones:

  a. Press **History** or go to **Menu** > **History**.

  b. Select the desired list.

c. Select **Option** > **Delete All**.

d. For T48S/T48G/T48U/T57W phones, tap **Settings** > **Select All** > **Delete**.

e. *The phone prompts you to delete all the records or not.*

d. Select **OK**.

- For T77U/T85W/T87W phones:

  a. Press **History** or go to **Menu** > **History**.

  b. Select the desired list.

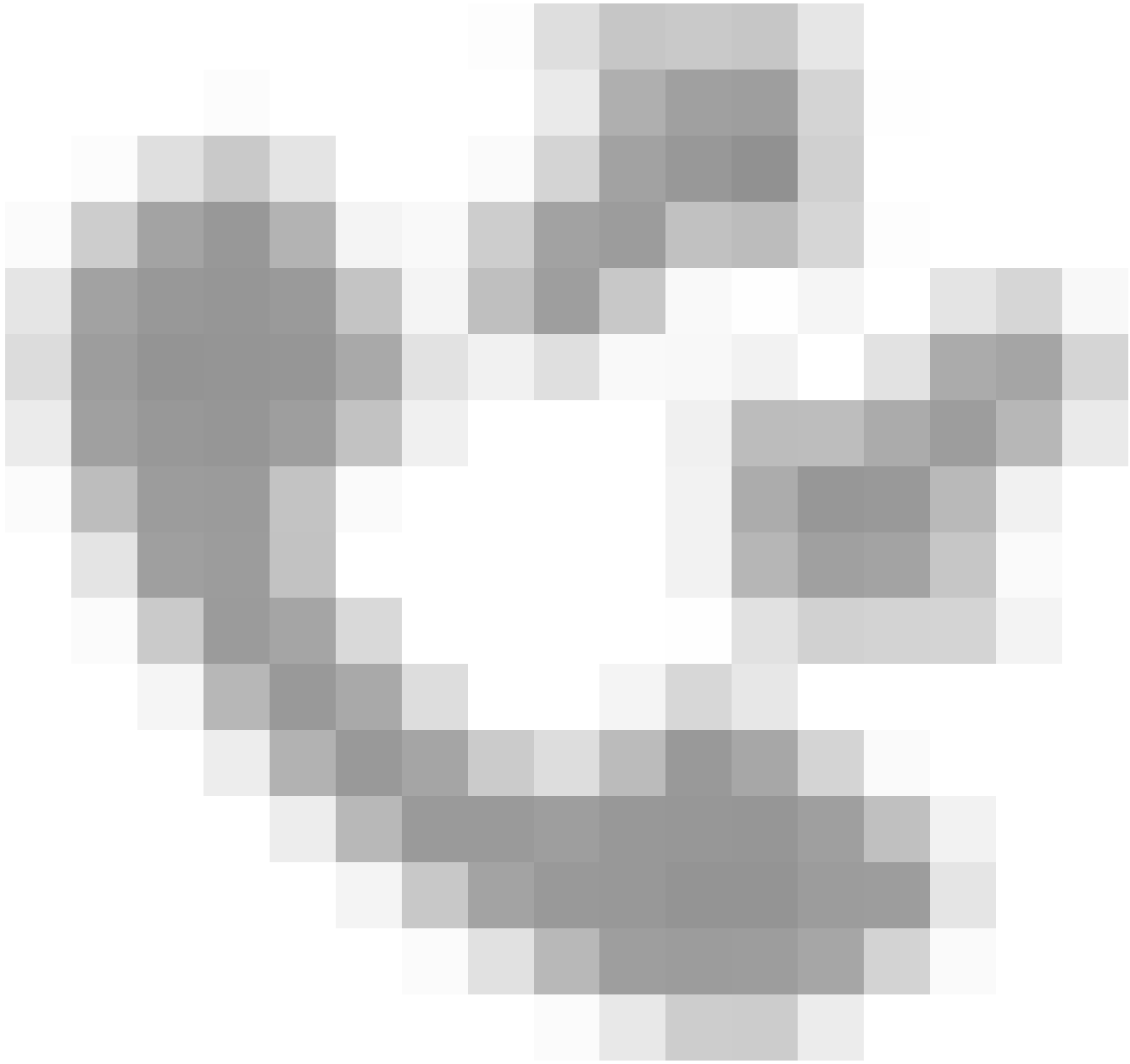
  c. Select **Settings** > **Select All** > **Delete**.

  d. *The phone prompts you to delete all the records or not.*

  d. Select **OK**.

- For VP59/T58A/T58W phones:

  a. Tap



/

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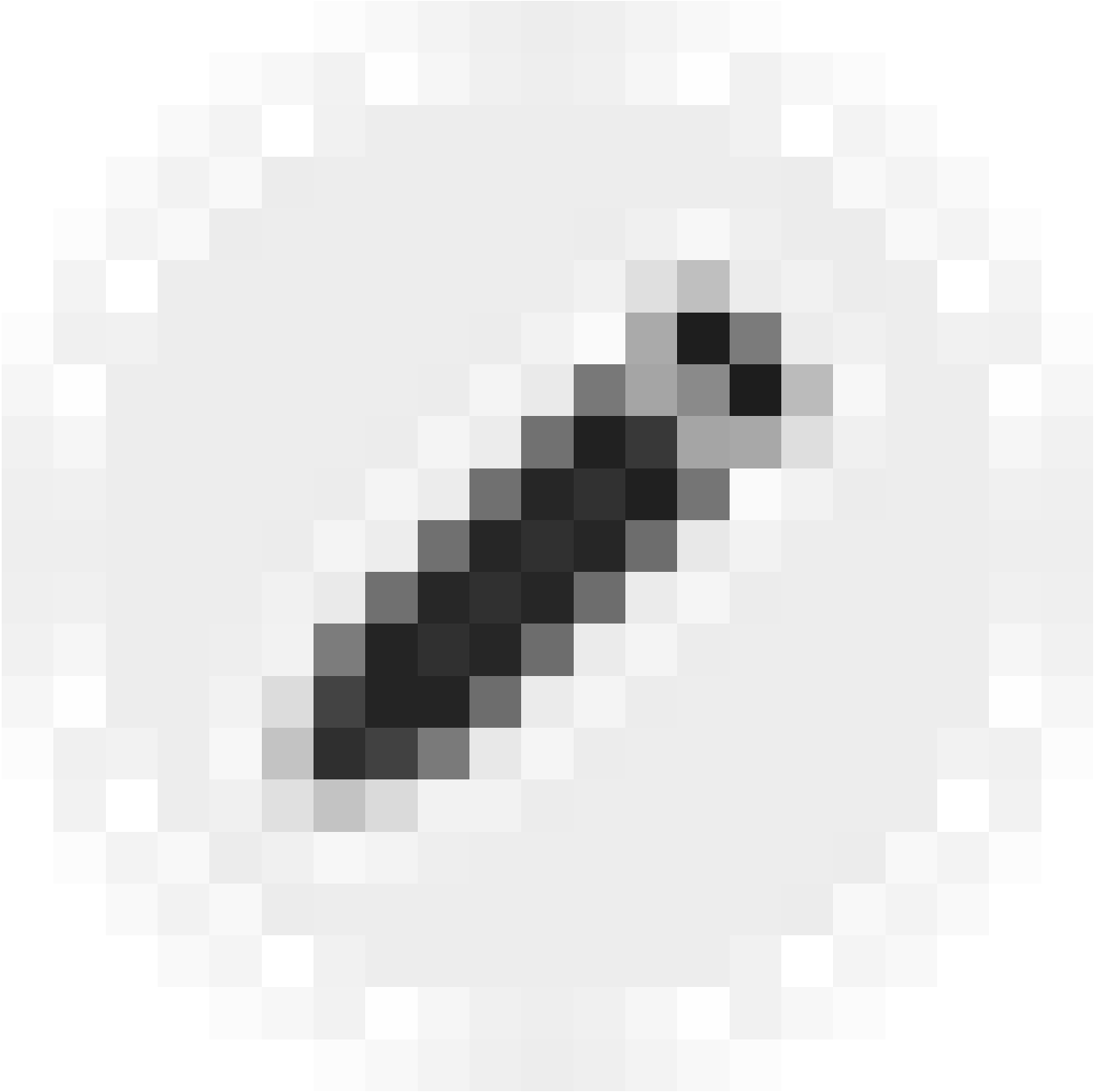
b. Select the desired list.

c. Select **Settings**.

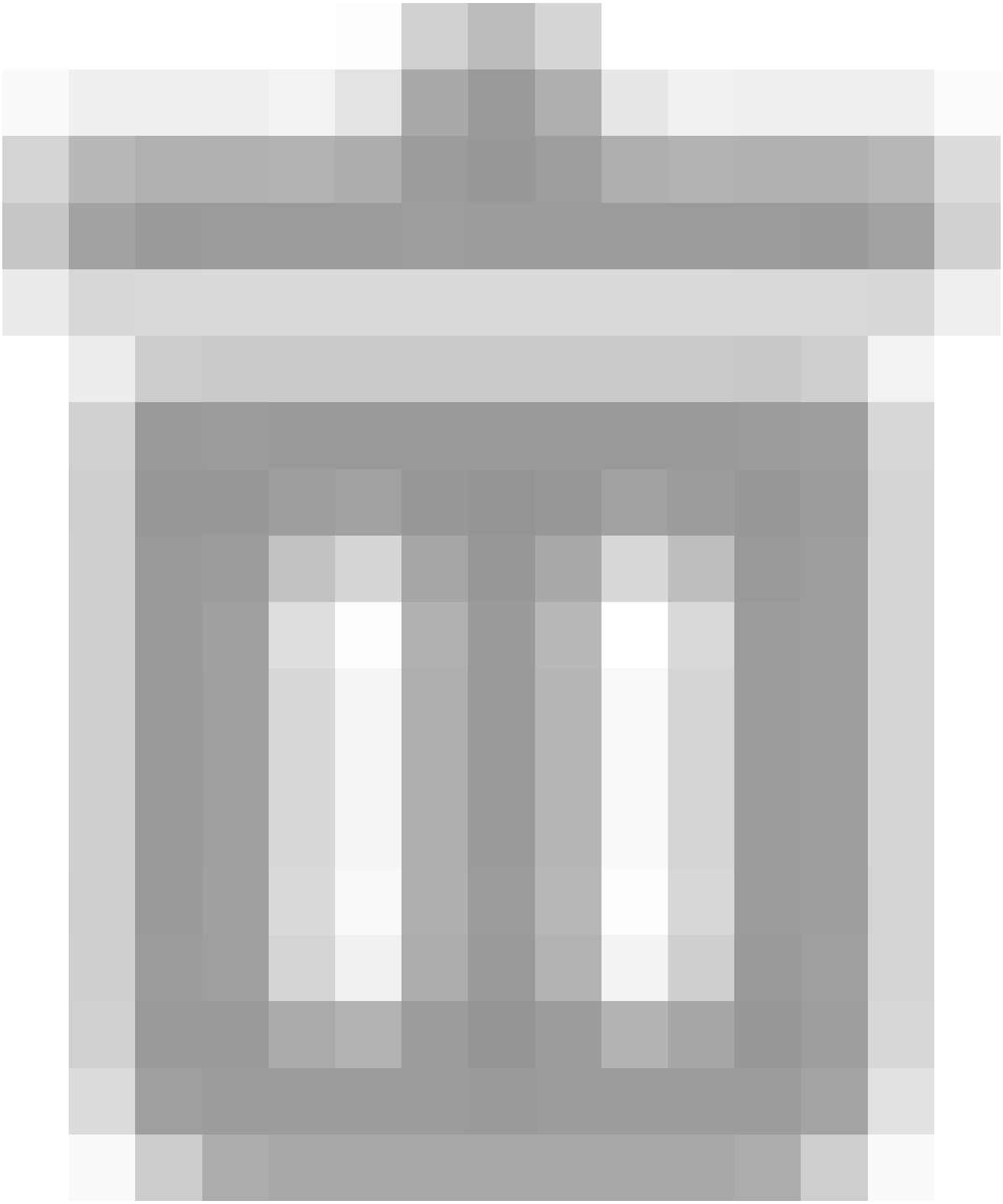
d. For T58W, tap



.

d. Select **Select All**.

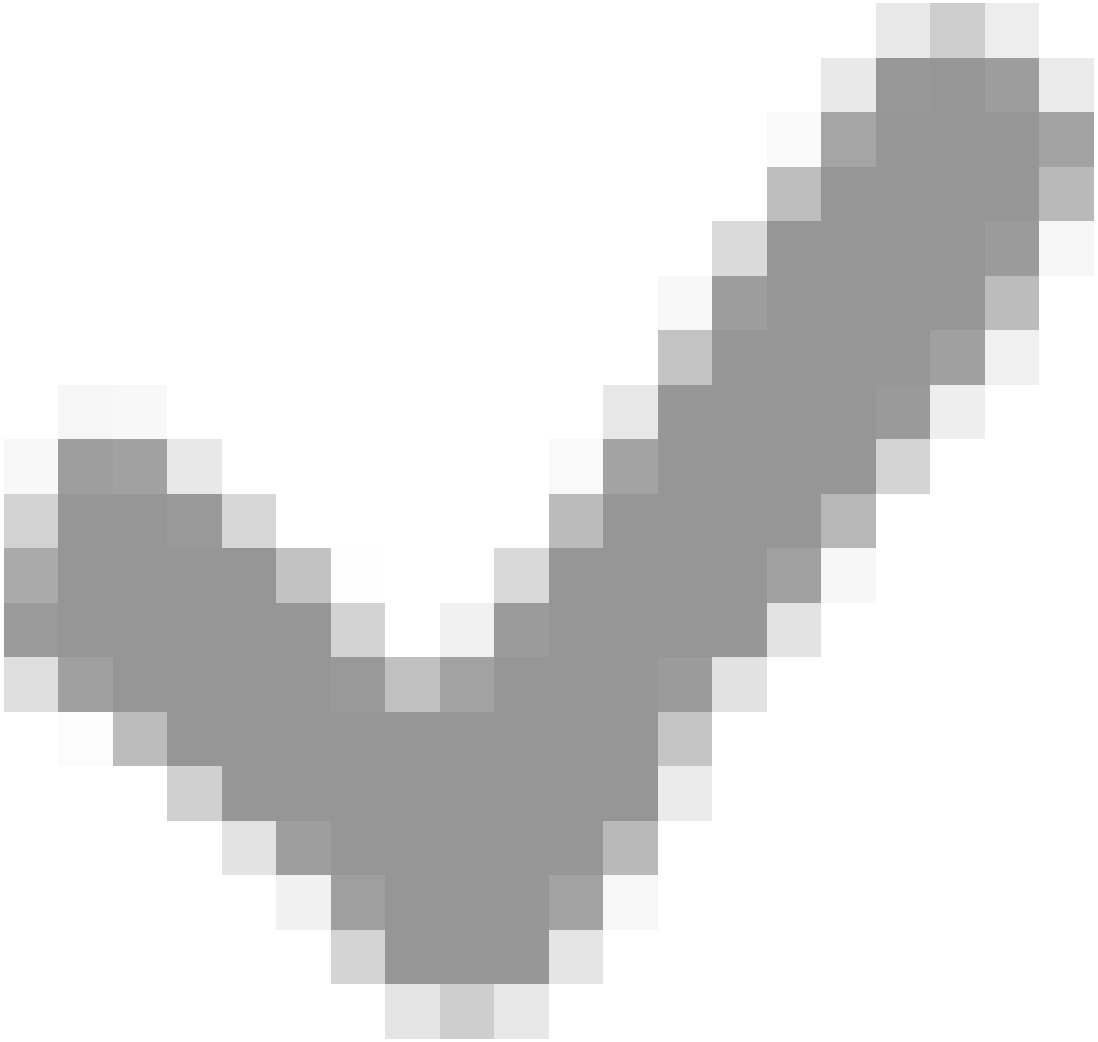
e. Select



.

f. *The phone prompts you to delete the record or not.*

f. Select **OK** or



.

- For T88W (Pro)/T88V Pro phones:
  a. Tap **History**.
  b. Select the desired list.
  c. Select

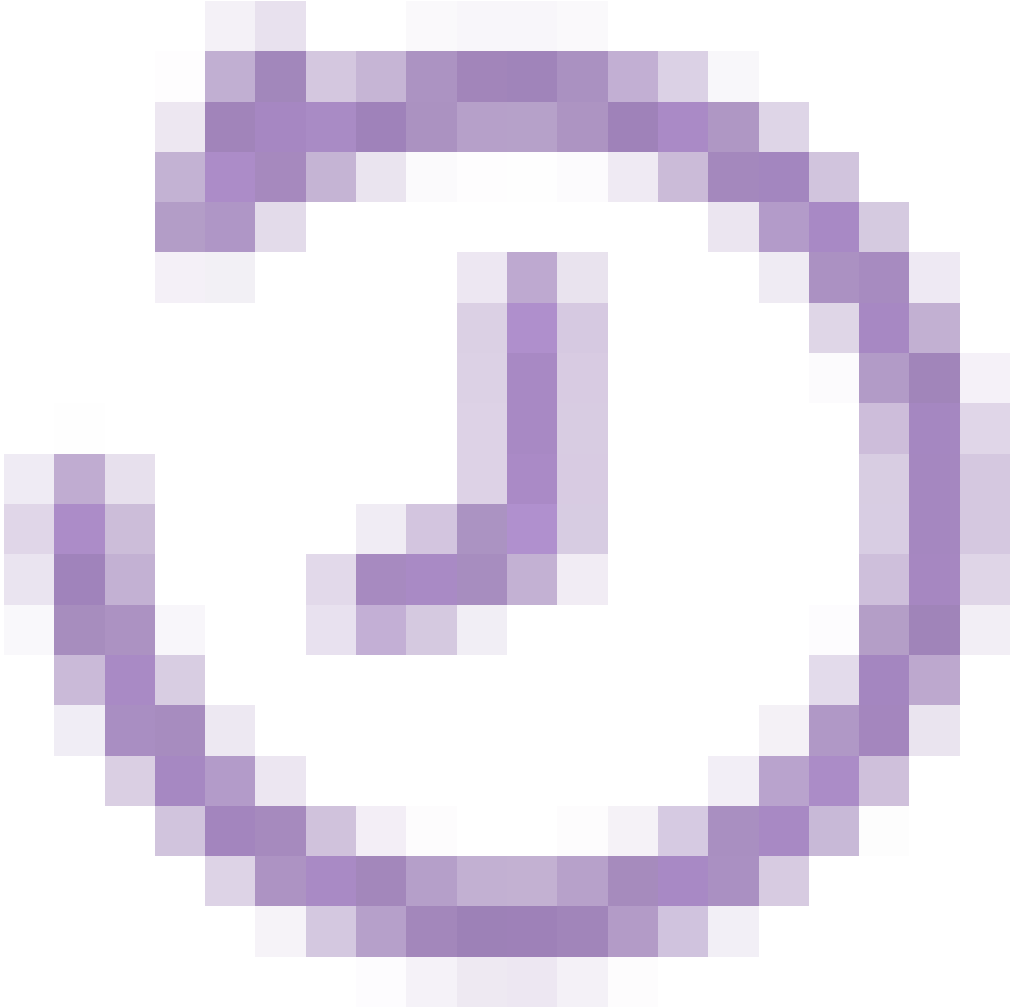
> **Select All** > **Delete**.

d. *The phone prompts you to delete the record or not.*

d. Select **OK**.

- For CP925/CP935W/CP965 phones:

  a. Tap



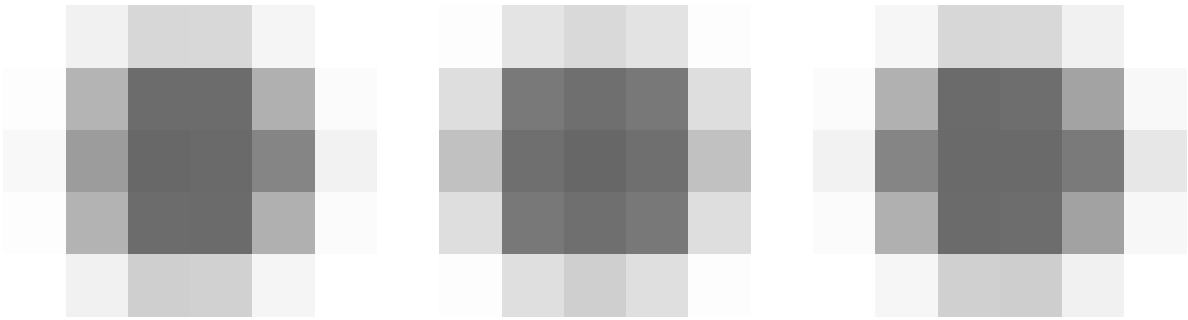
.

b. Tap **All Calls** to select the desired list.

c. Long tap a contact.

d. Tap the radio box on the upper-right of the screen.

e. Select

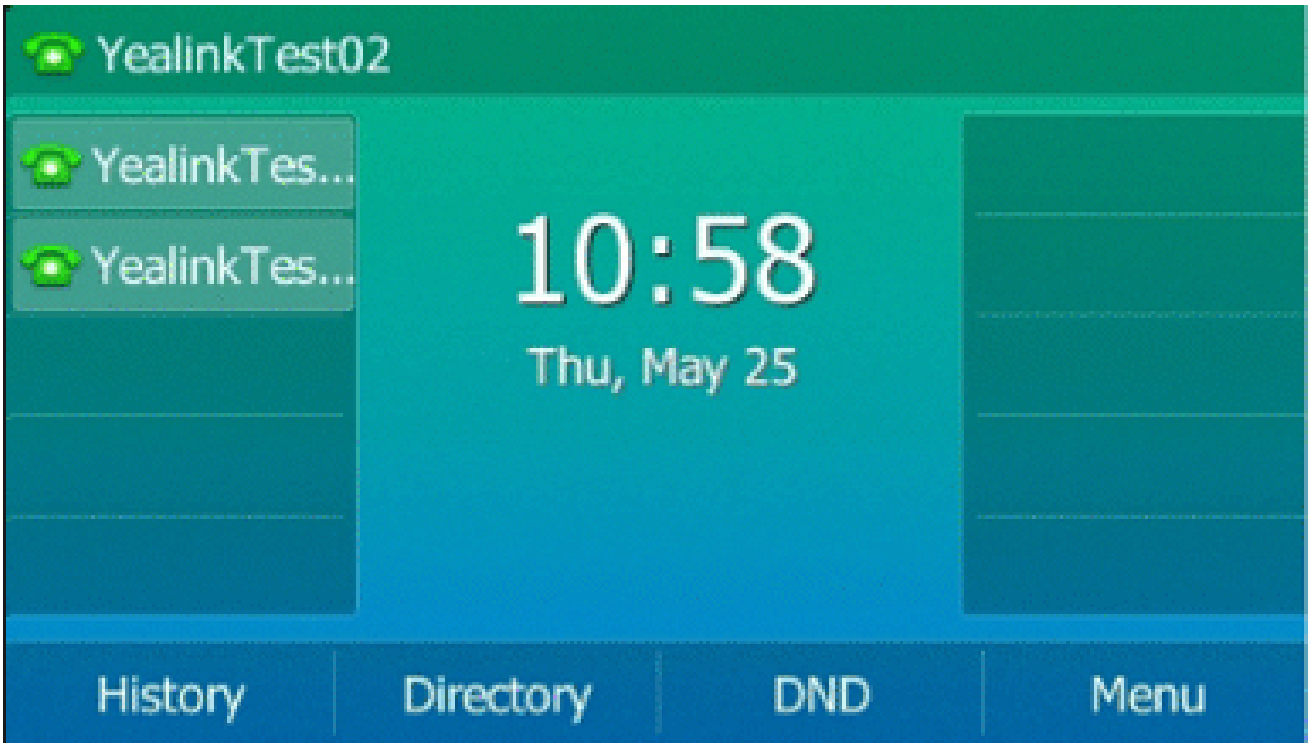


> **Delete**.

f. *The phone prompts you to delete the record or not.*

f. Select **OK**.

The following takes T54W for example.

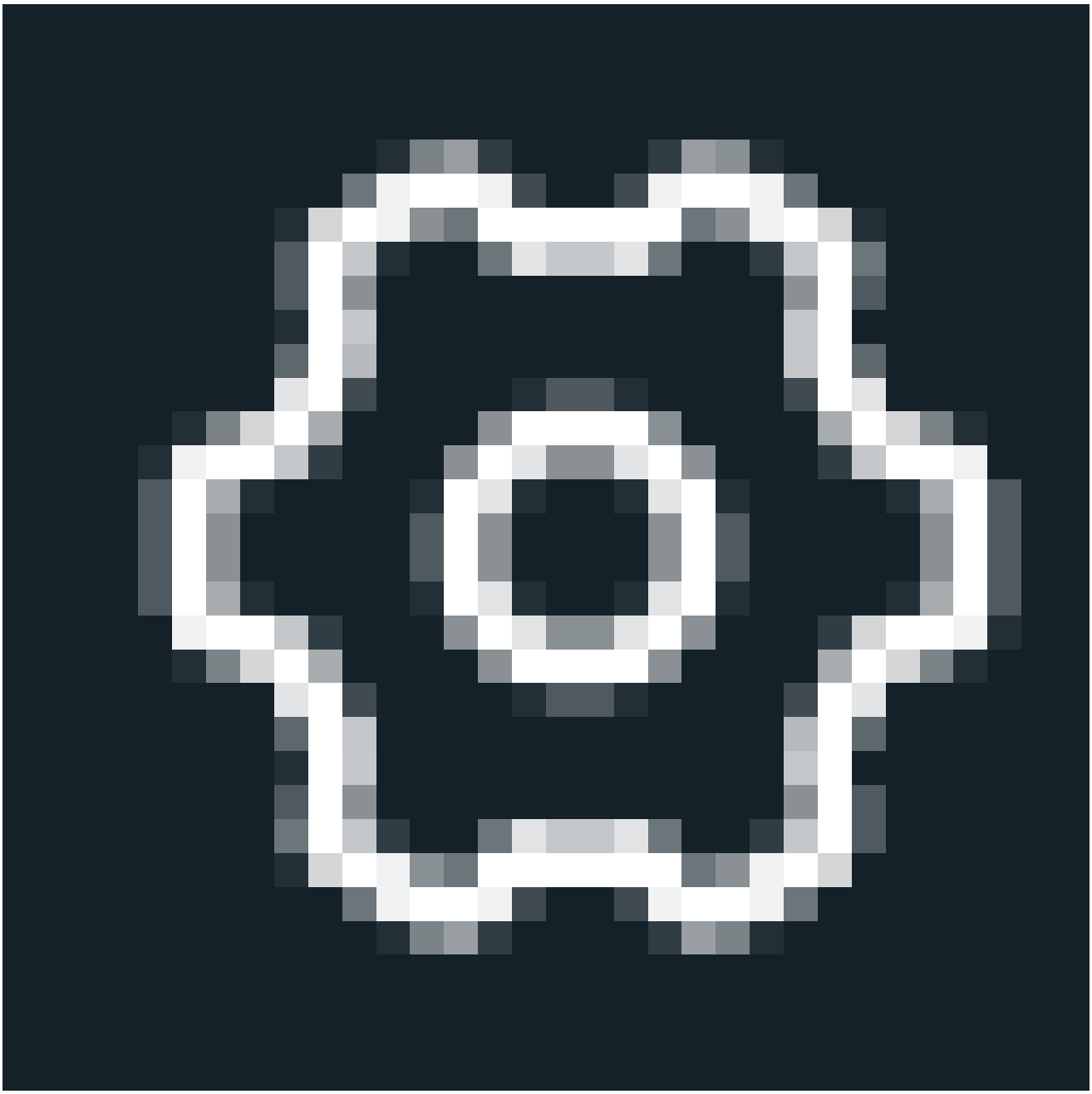

YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Disable History Record

If you disable history record, you cannot save any call log on the phone.

Procedure

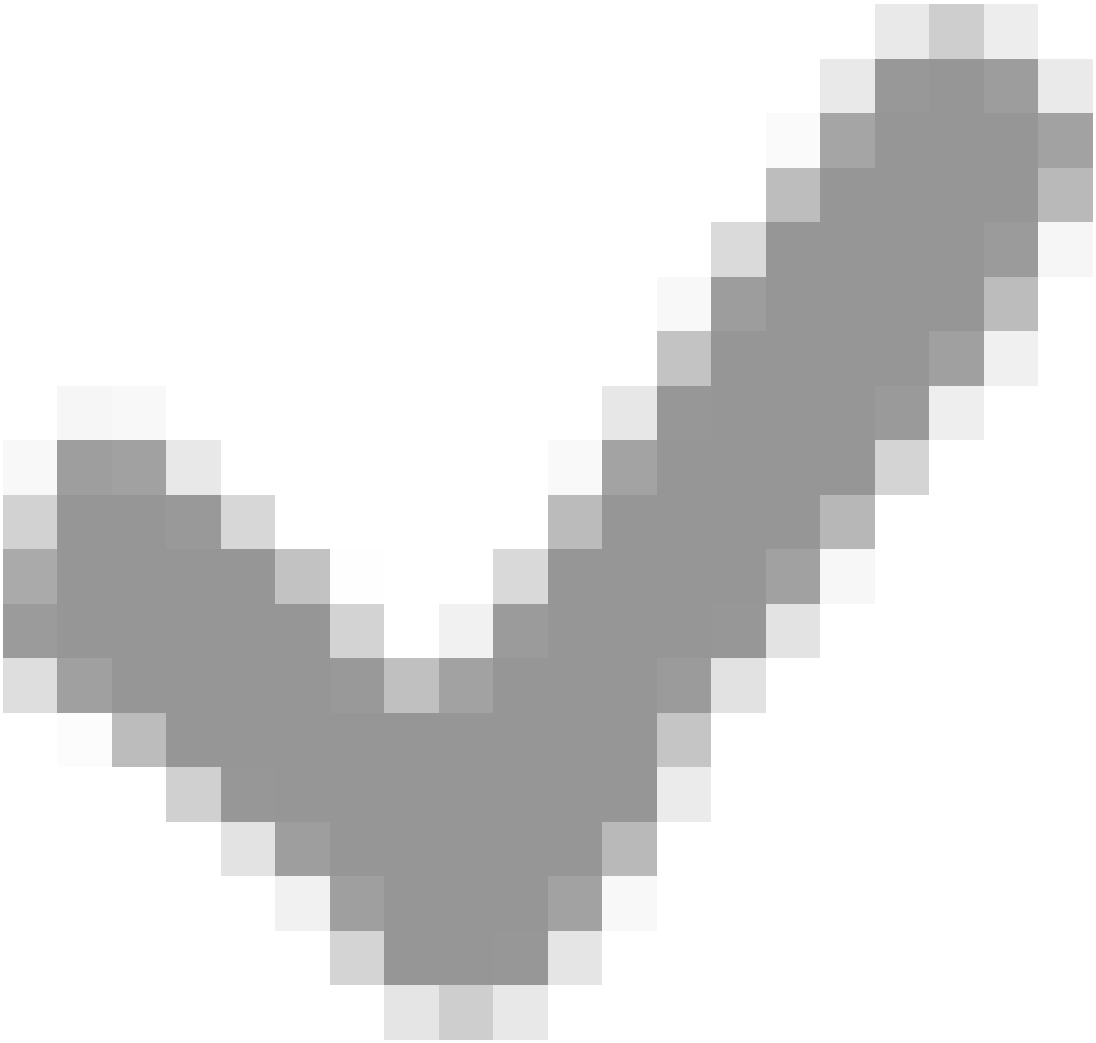
1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
     - Go to **Menu** > **Features** > **History Settings**.
     - Go to **Menu** > **Features** > **Others** > **General** or go to **Menu** > **Features** > **General**.
   - For VP59/T58A/T58W phones, go to **Settings** > **Features** > **History Record**.
   - For T88W (Pro)/T88V Pro phones, go to **Call**/**Contact**/**History** >



> **History Record**.

- For CP925/CP935W/CP965 phones, go to **More** > **Settings** > **Features** > **History Record** or **More** > **Features** > **History Settings**.

2. Enable **History Record**.
3. Select **Save** or



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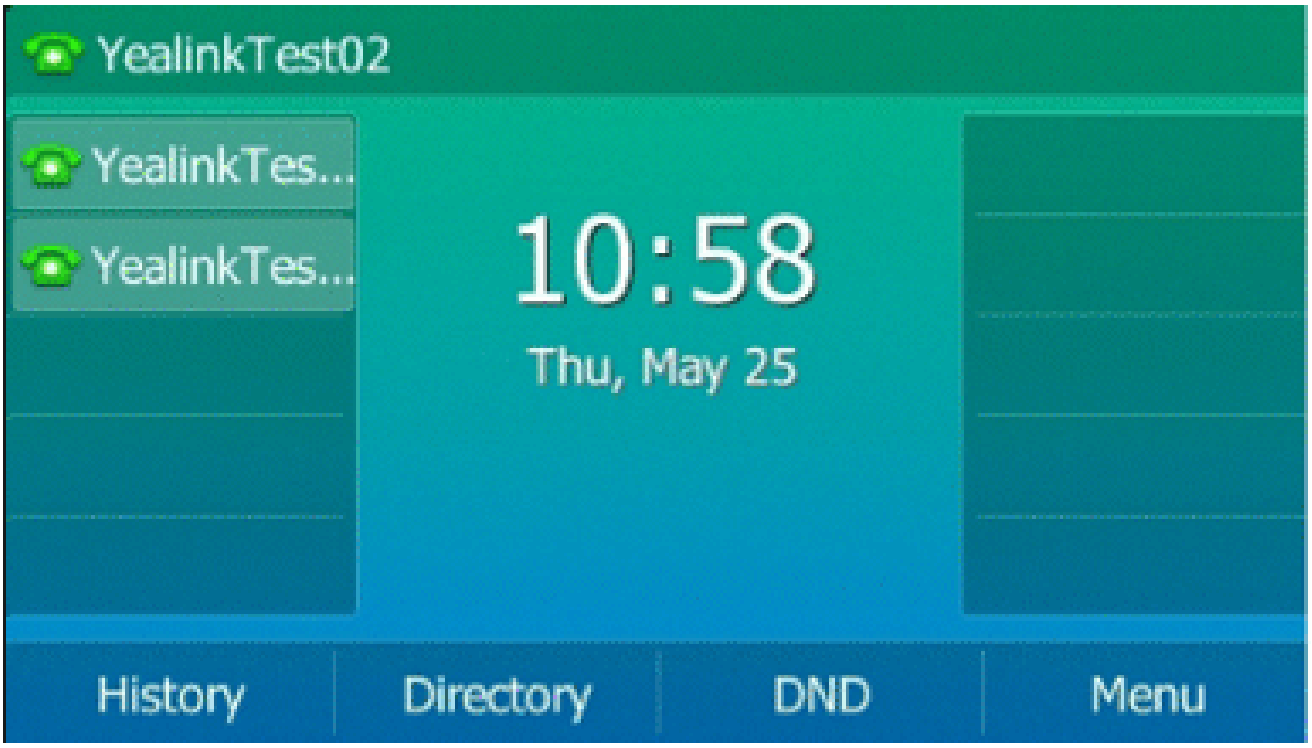
4. *The following takes T54W for example.*


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Missed Call

You can quickly access to missed call list to view missed calls with a key.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Dsskey** or go to **Menu** > **Features** > **Others** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Key Event** from the **Type** field.
  d. Select **Missed call** from the **Key Type** field.
  e. (Optional) Enter the string appearing on the phone screen in the **Label** field.
  f. Select **Send**.
- For CP925/CP935W/CP965 phones:
  a. Tap **Dsskey**.
  b. Select the desired line key.
  c. Select

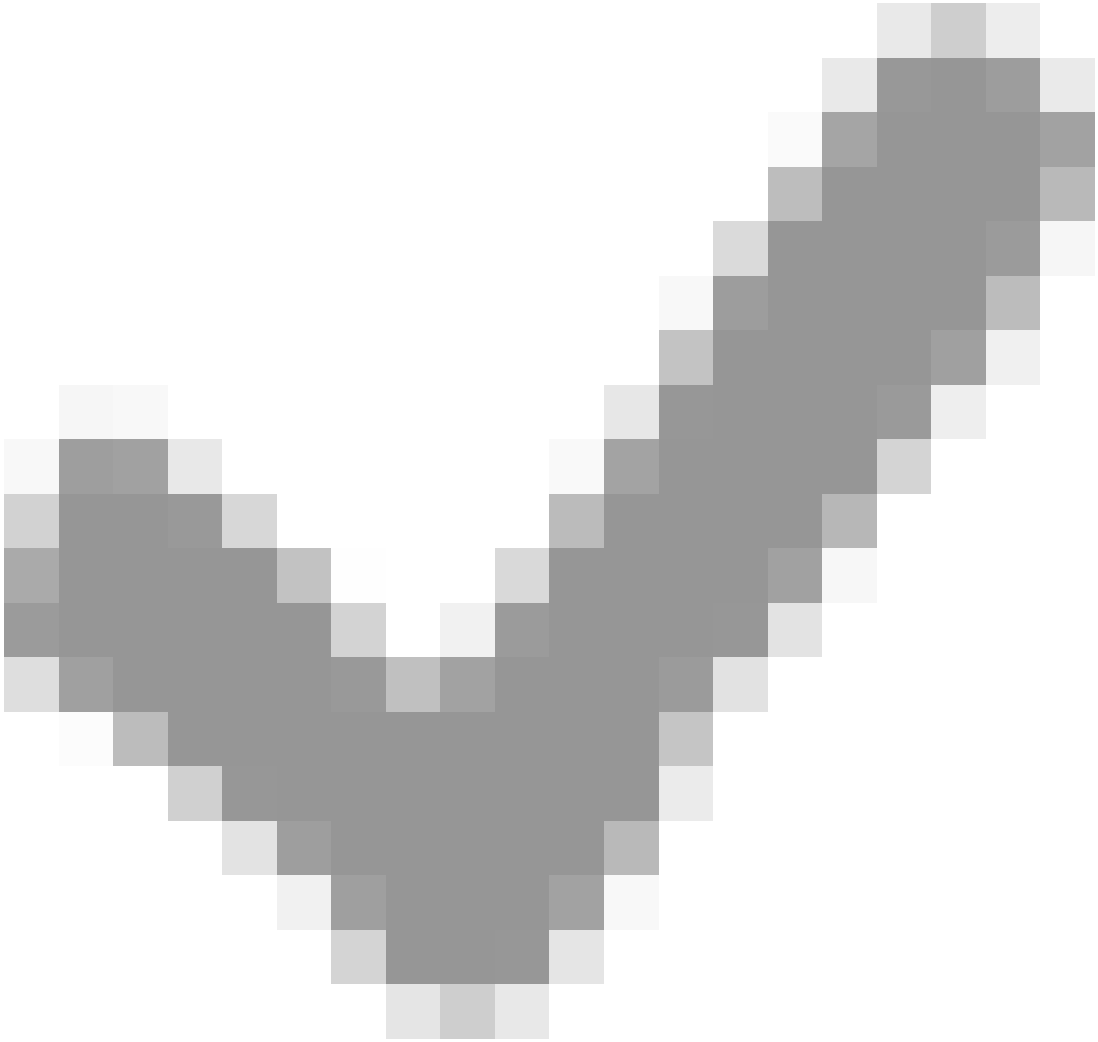
.

d. Select **Key Event** from the **Type** field.

e. Select **Missed call** from the **Key Type** field.

f. (Optional) Enter the string appearing on the phone screen in the **Label** field.

g. Select



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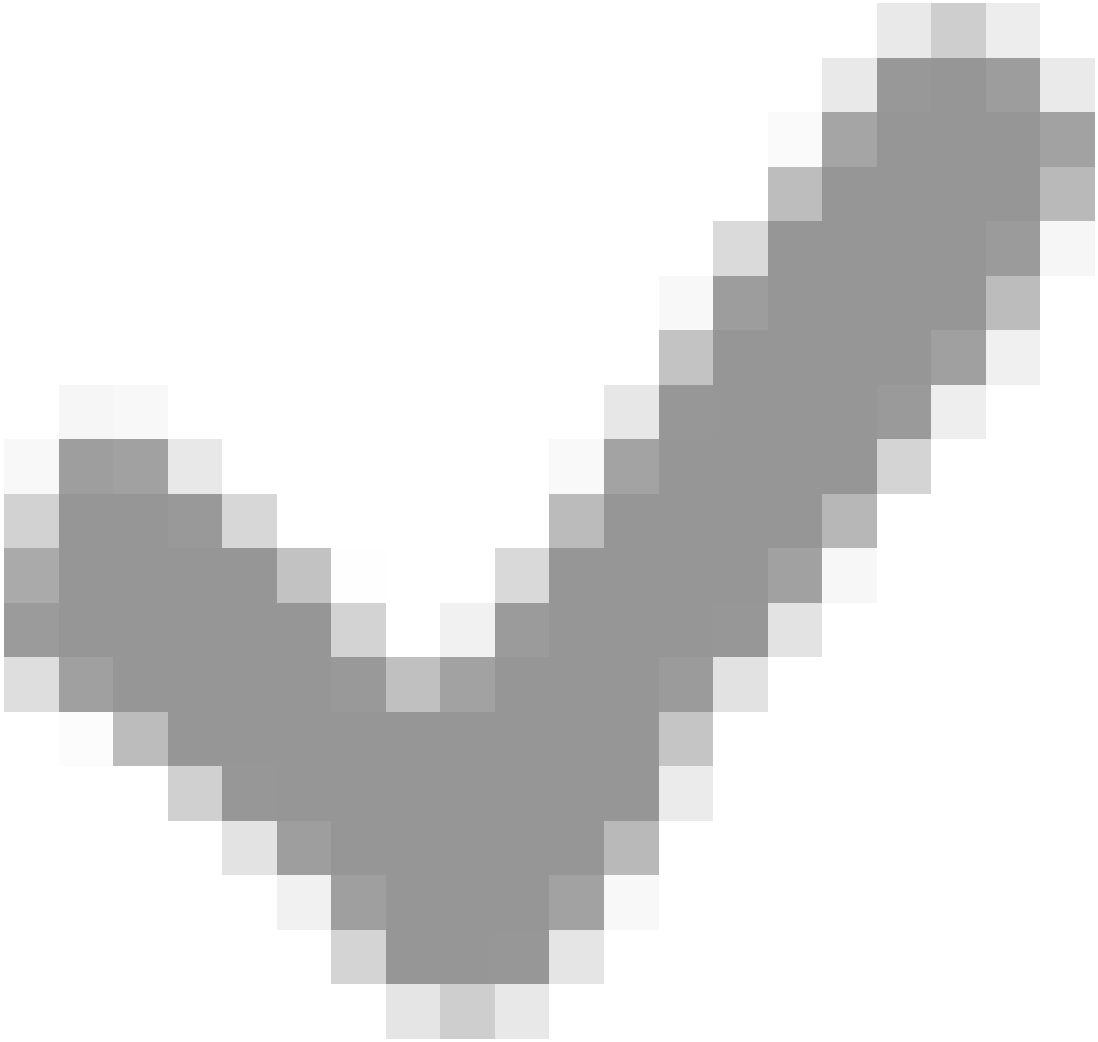
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Features** > **Dsskey** or **Settings** > **Dsskey**.
  c. Select the desired line key.
  d. Select **Key Event** from the **Type** field.
  e. Select **Missed call** from the **Key Type** field.
  f. (Optional) Enter the string appearing on the phone screen in the **Label** field.
  g. Select



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Manage Applications & Widgets

Add Widget to Idle Screen

Introduction

The phone provides widgets like an analog clock, a calendar, a digital clock, email, and a photo gallery. You can conveniently add these widgets to the idle screen as preferred.

Before You Begin

If you want to add an email widget, and you have not registered an APP account, a wizard will be provided for you to set up the email account. If you want to add a photo widget, you need to choose the album or images to be displayed. You cannot add this widget if there are no images in the photo gallery.

Procedure

1. Long tap the empty spot on the idle screen.
2. Tap **WIDGETS**.
3. Touch and hold to pick up a widget.
4. Drag the desired widget up/down/left/right to the destination spot on the idle screen.

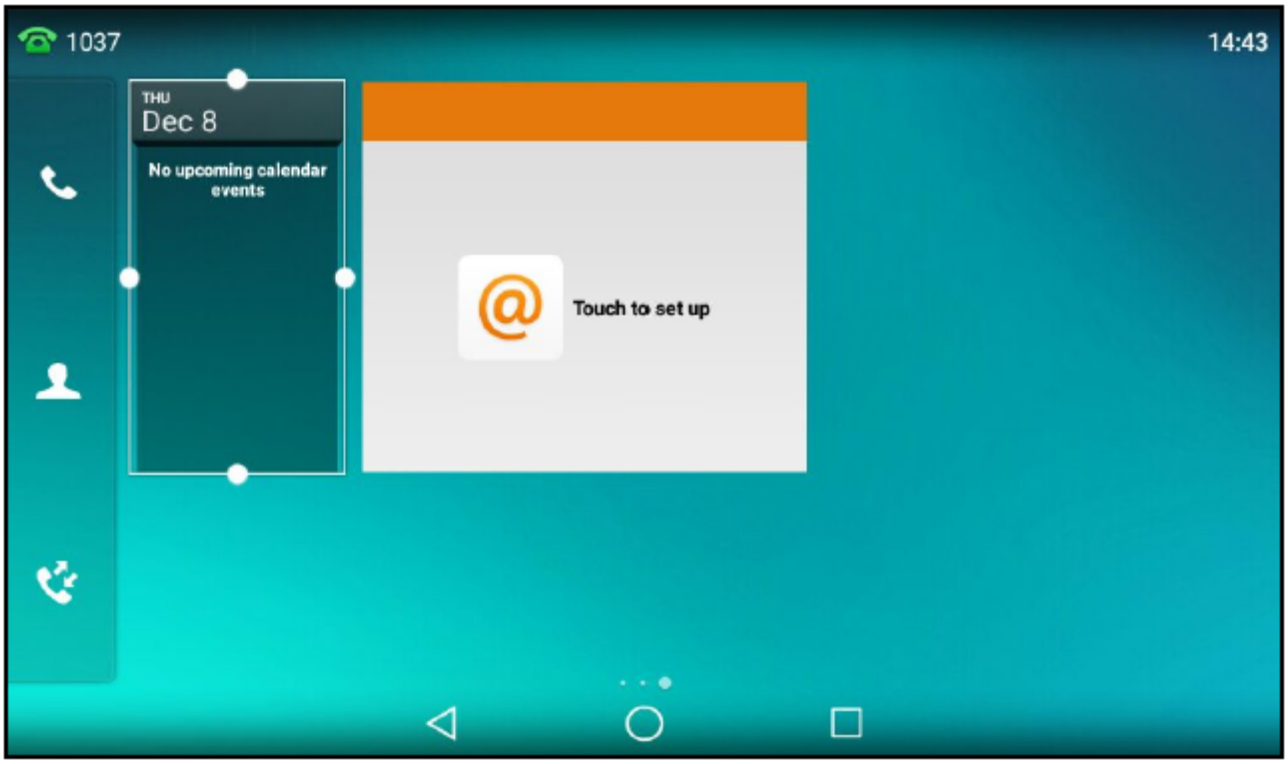
Resize Widget

Introduction

Some widgets, such as calendar, digital clock, and email, can be resized on the idle screen.

Procedure

1. Long-tap the desired widget for about 2 seconds, and then lift your finger from the screen.
2. *The widget will be with a white frame as shown below:*



2. Drag the border of the frame to adjust the size.

Move Application or Widget

Introduction

You can move an application or widget to a different spot on the idle screen or to a different idle screen.

Before You Begin

Before moving an application or widget, you should know the following:

- You can drag an application or widget to the rightmost of the third idle screen to add a new screen.
- If there is only one application or widget on the screen, you cannot add a new screen.
- The idle screen (except the home screen) will be deleted automatically if there is no application or widget on it.

Procedure

1. Long tap the desired item for about 2 seconds.

2. Drag the item up/down/left/right to the destination spot on the screen.

Remove Widget from Idle Screen

Introduction

The removing operation only removes the widget of the application from the screen. The application itself will not be uninstalled.

Procedure

1. Long-tap the desired item for about 2 seconds.
2. *The Remove field will appear at the top of the phone screen.*

2. Drag the item to the **Remove** field to remove it.

Create & Rename Folder

Creating a Folder

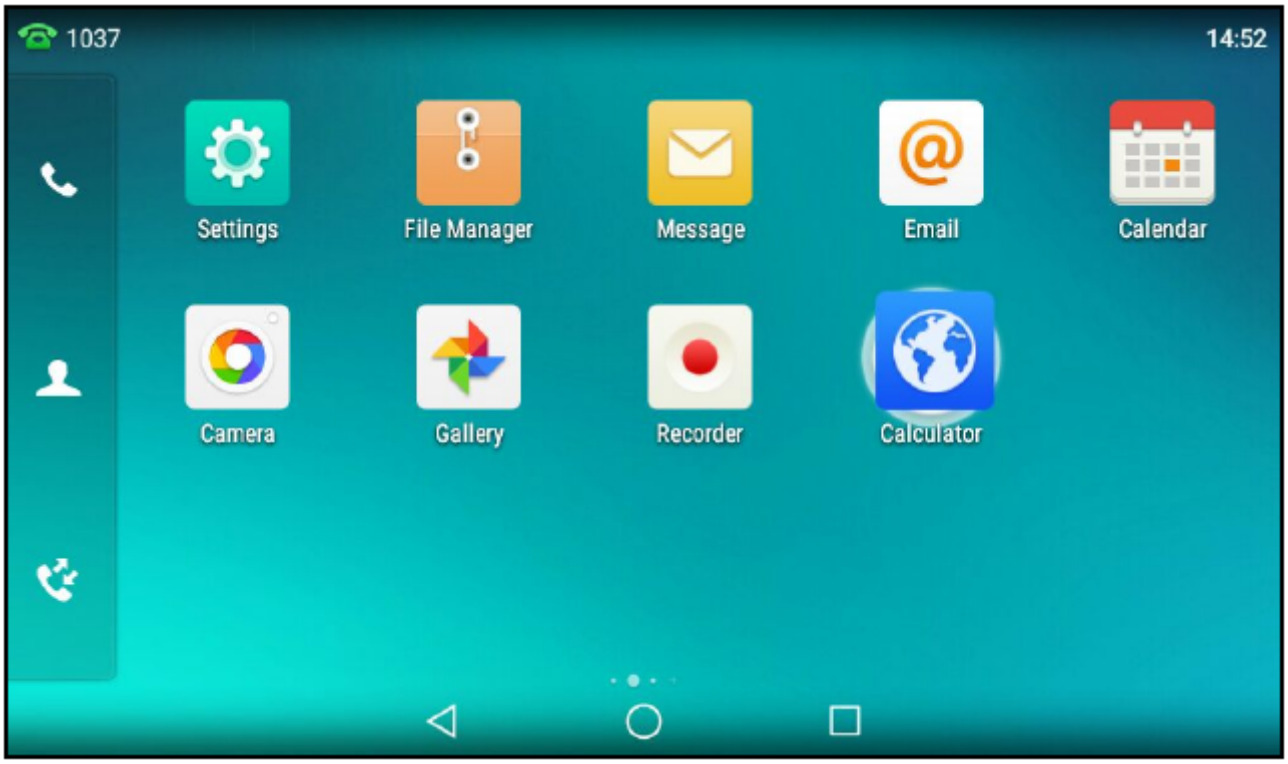
Introduction

You can create a folder to organize your applications. For example, you can place the same kind of applications in a folder.

> It is not available to T58W/T88W (Pro)/T88V Pro phones.

Procedure

1. Drag an application icon over another application icon.
2. Lift your finger when a folder frame appears around the applications.



A new folder containing the selected applications is automatically created.

The folder will be deleted automatically if there is only one application in the folder.

Rename Folder

Introduction

You can rename a folder to make it easier to be recognized.

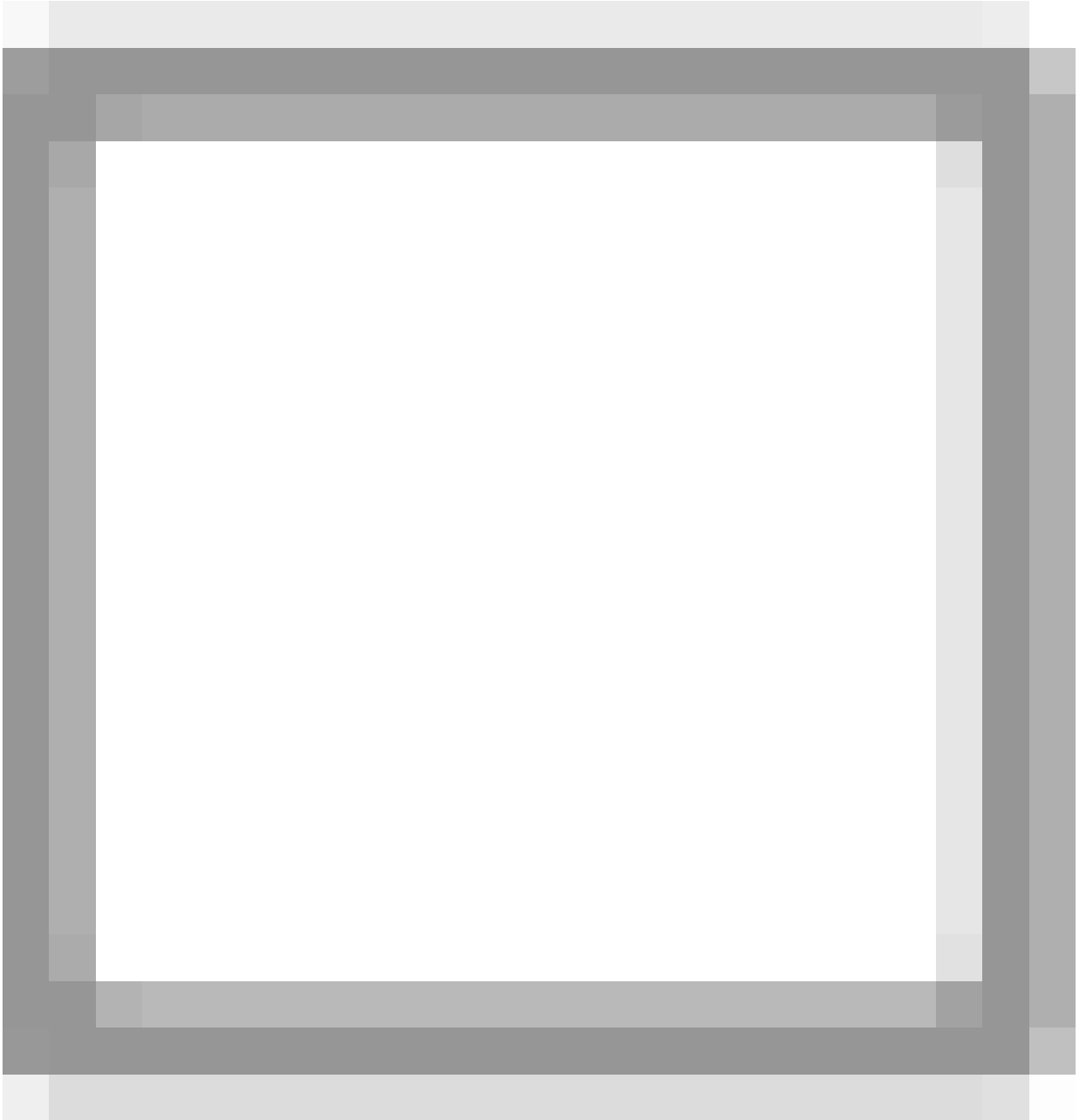
> It is not available to T58W/T88W (Pro)/T88V Pro phones.

Procedure

1. Tap the desired folder to expand the folder.
2. Tap the **Unnamed Folder** field.
3. Enter the desired folder name.
4. Tap **Done** on the onscreen keyboard.
5. Tap the blank area of the phone screen.
6. *The folder name is renamed.*

Manage Running Applications

You can tap



to view and manage the list of recently used applications that are still running in the

background.

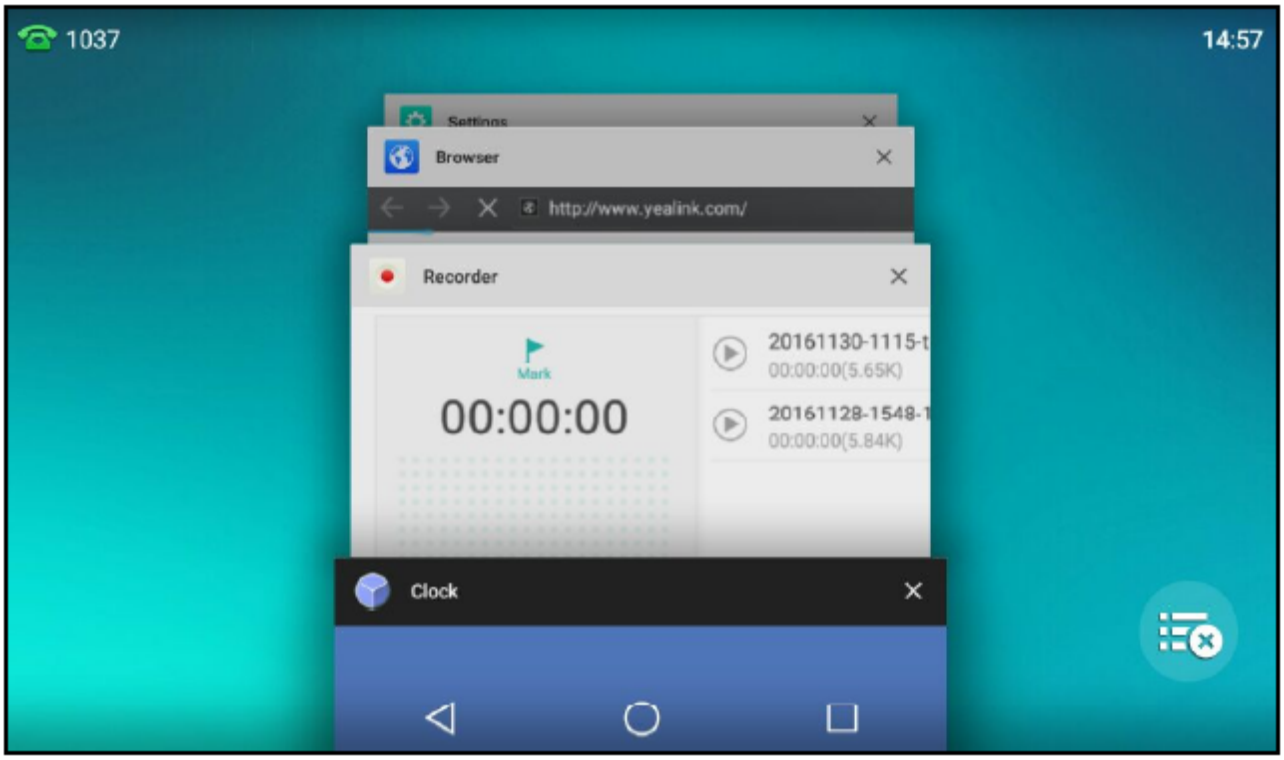
> It is not available to T58W/T88W (Pro)/T88V Pro phones.

Procedure

Do one of the following:

- Swipe the desired application left or right to stop the running application.
- Tap

to stop all running applications.
- Tap the desired application to access it.



If there are no running applications, the phone screen will prompt "Your recent screens appear here".

APP Accounts

Before using Email and Calendar, or if you want to sync contacts with Google, you need to register for an APP account.

Add APP Accounts

You can add Exchange, Personal (IMAP), or Google accounts for your Email and Calendar. The Google account can also be used to sync the Google contacts.

> If you cannot add a Google account, contact your system administrator for help installing the core GMS package on your phone.

You can choose the following email account type when adding an APP account. Check with your network administrator for the correct email account settings.

- **POP3**: When using POP3, all emails are stored locally instead of on the server side.
- **IMAP**: When using IMAP, all emails are stored on the server side, and you can see them from the phone or other mail clients as well.
- **Exchange**: When using Exchange, all emails are stored in the central Exchange mail server and can be checked using a compatible mail client such as Microsoft Outlook.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Go to **Settings** > **Basic Settings** > **APP Accounts** or **Settings** > **APP Accounts**.
3. Tap **Add account**.
4. Select the desired APP account type.
5. Register your APP account according to the wizard.

Synchronize APP Account Information

After registering the APP account, you can sync the account information if required.

Procedure

1. Swipe left/right to go to the second idle screen.
2. Go to **Settings** > **Basic Settings** > **APP accounts**.
3. Tap the desired account type.
4. Do one of the following:
   - If you want to sync all accounts, tap

> **Sync now**.

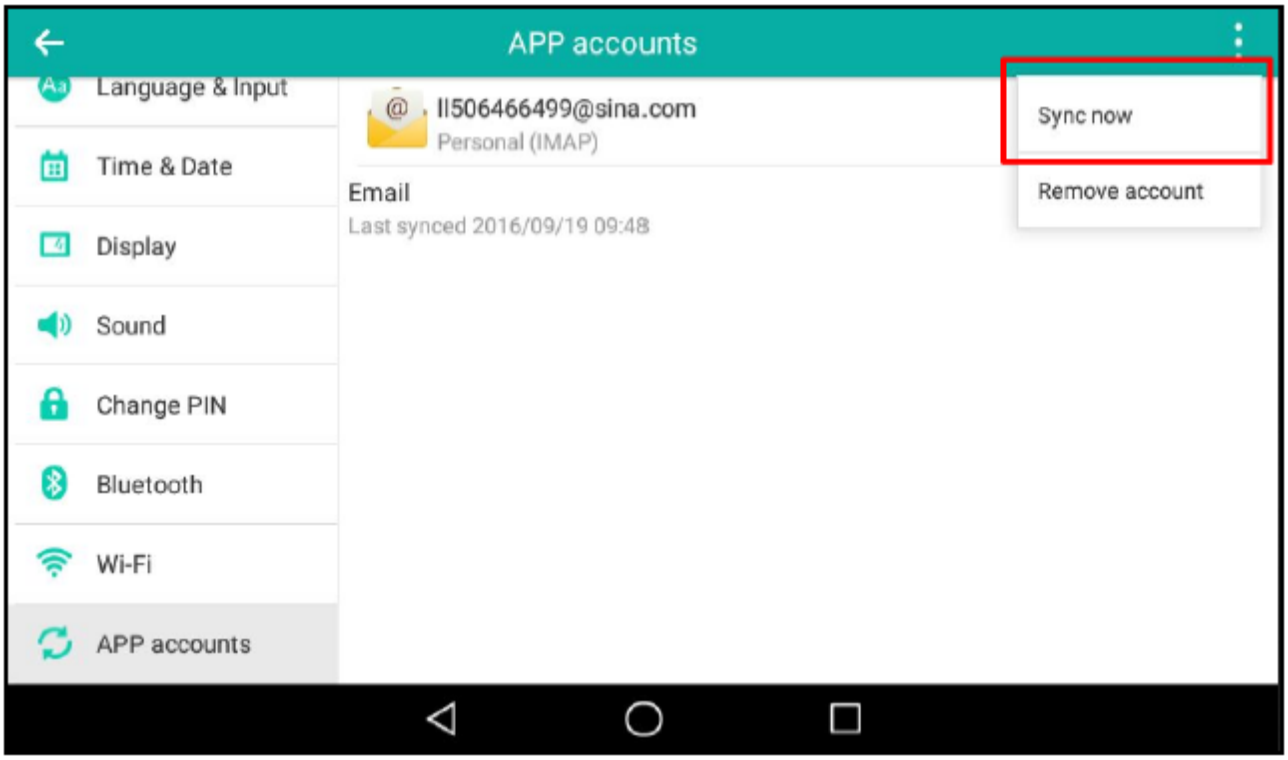
- *In the following example, it will sync both ll506466499@sina.com and ll506466400@sina.com information.*

- If you want to sync a single account, select the desired account.

  Tap

> **Sync now**.

In the following example, it will only sync the ll50466499@sina.com information.



Remove APP Accounts

When you no longer use the current account, you can remove it.

Procedure

1. Swipe left/right to go to the second idle screen.
2. Go to **Settings** > **Basic Settings** > **APP Accounts** or **Settings** > **APP Accounts**.
3. Tap the desired account type.
4. Select the desired account.
5. Tap

> Remove account.

6. *The phone prompts you to remove the account.*
6. Tap **Remove account**.

File Manager

File Manager is a tool that allows you to view, search, delete, copy, or move photo/video/audio files. You can also share files via Bluetooth or email. It helps you to access and manage files in the internal SD card as well as a USB flash drive.

View Files

You can view photos, videos, and audio files on your phone.

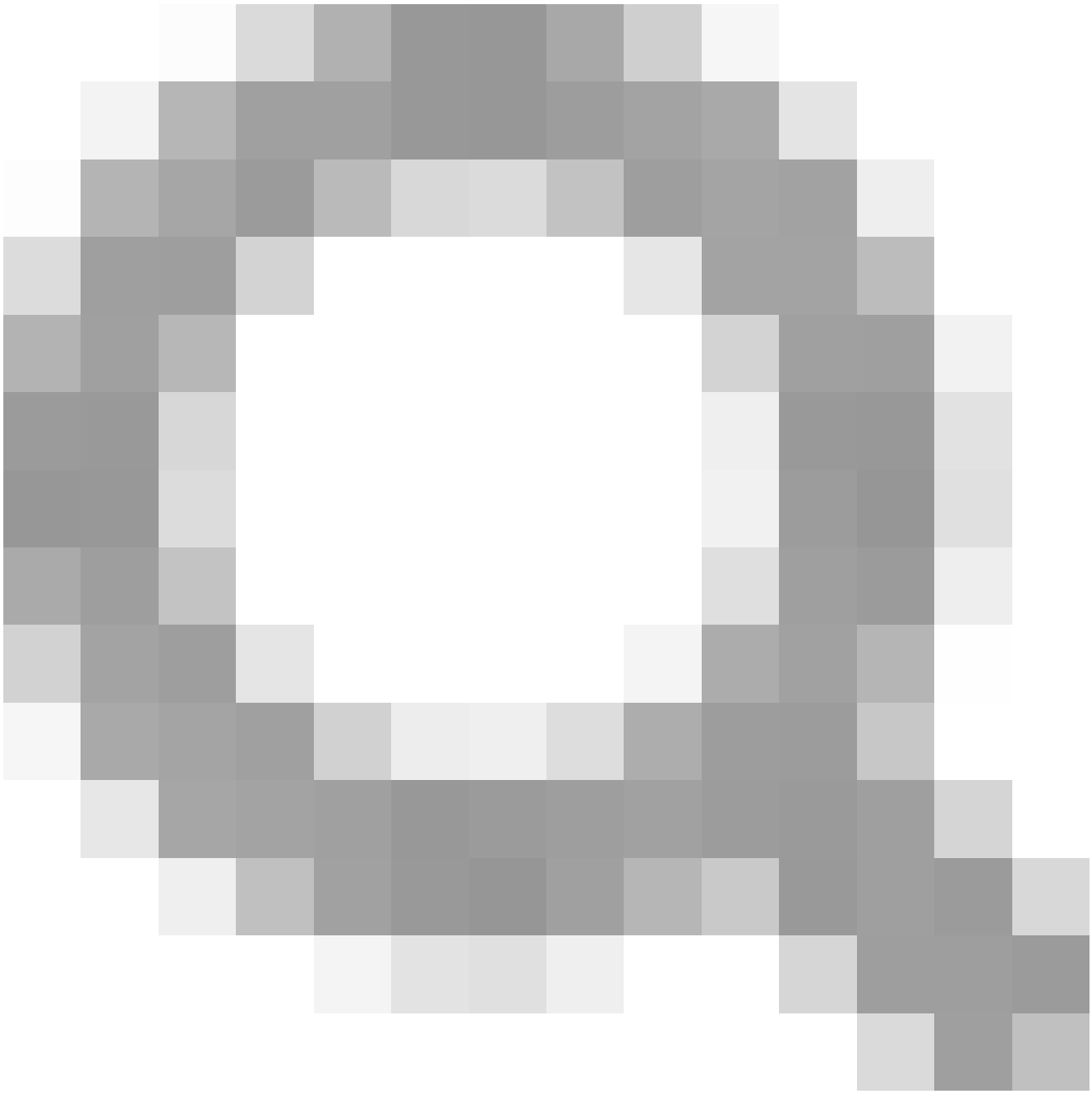
Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **File Manager**.
3. Tap **Photos**/**Videos**/**Audios** in the **Local Storage** field.
4. If a USB flash drive has been connected to your phone, you can tap **Photos**/**Videos**/**Audios** in the **USB Storage** field to view the files stored in the USB flash drive.
4. Tap the desired picture/video/audio to view.
5. You can also swipe down from the top of the screen to enter the control center, and then tap **USB** to launch **File Manager** to view the files if you have connected a USB flash drive to the phone.

> The menu keys and Android keys will disappear after 5 seconds, and you may tap the phone screen to show them again.

Search Files

1. Swipe left or right to go to the second idle screen.
2. Tap **File Manager**.
3. Tap



on the top-right of the screen.

4. Enter a search string for the file name.

The phone screen shows the file whose name matches the search string. You can drag up and down to scroll through the search results, and then tap the desired file to view.

Copy Files

You can copy the files that are stored in the USB flash drive to the internal card, or vice versa.

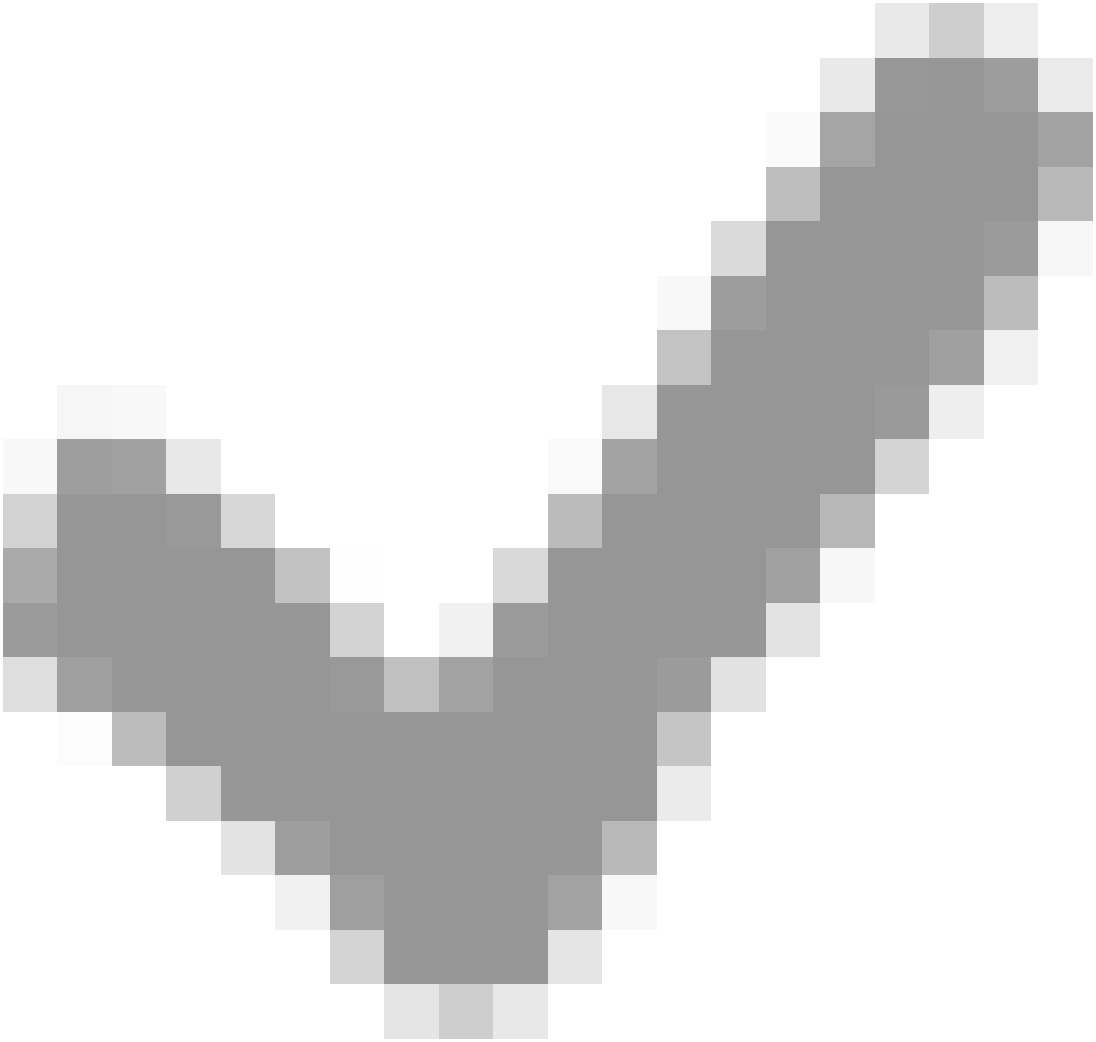
Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **File Manager**.
3. Tap **Photos**/**Videos**/**Audios** in the **Local Storage** field.
4. If a USB flash drive has been connected to your phone, you can tap **Photos**/**Videos**/**Audios** in the **USB Storage** field to view the files stored in the USB flash drive.
4. Select the check box before the desired file.
5. You can also select the Select All check box to copy all files.
5. Tap

.

6. *The following prompt will appear on the phone screen:*

6. Tap the desired storage device.
7. Tap



.

8. *The files are copied successfully with a prompt.*

Cut Files (Move Files)

You can move the files to other desired paths. Once you move the files, they will not be kept in the original storage device anymore.

Procedure

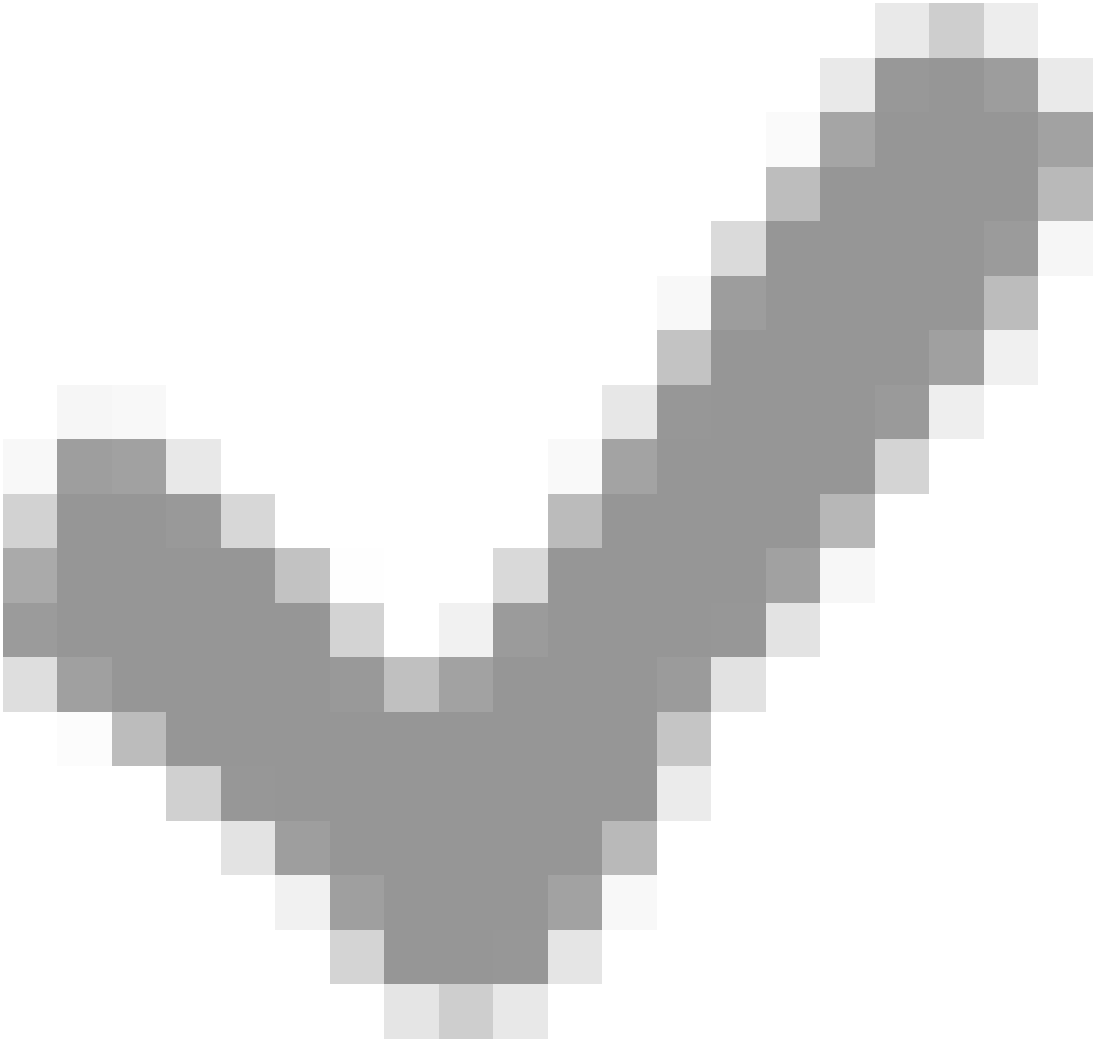
1. Swipe left or right to go to the second idle screen.
2. Tap **File Manager**.

3. Tap **Photos**/**Videos**/**Audios** in the **Local Storage** field.
4. If a USB flash drive has been connected to your phone, you can tap **Photos**/**Videos**/**Audios** in the **USB Storage** field to view the files stored in the USB flash drive.
4. Select the check box before the desired file.
5. You can also select the Select All check box to cut all files.
5. Tap

.

6. *The following prompt will appear on the phone screen:*

6. Tap the destination storage device.
7. Tap



.

8. *The files are cut successfully with a prompt.*

Upload Files

You can upload the files to the server designated by the administrator.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **File Manager**.
3. Tap **Photos**/**Videos**/**Audios** in the **Local Storage** field.

4. If a USB flash drive has been connected to your phone, you can tap **Photos**/**Videos**/**Audios** in the **USB Storage** field to view the files stored in the USB flash drive.
4. Select the check box before the desired file.
5. You can also select the Select All check box to cut all files.
5. Tap

.

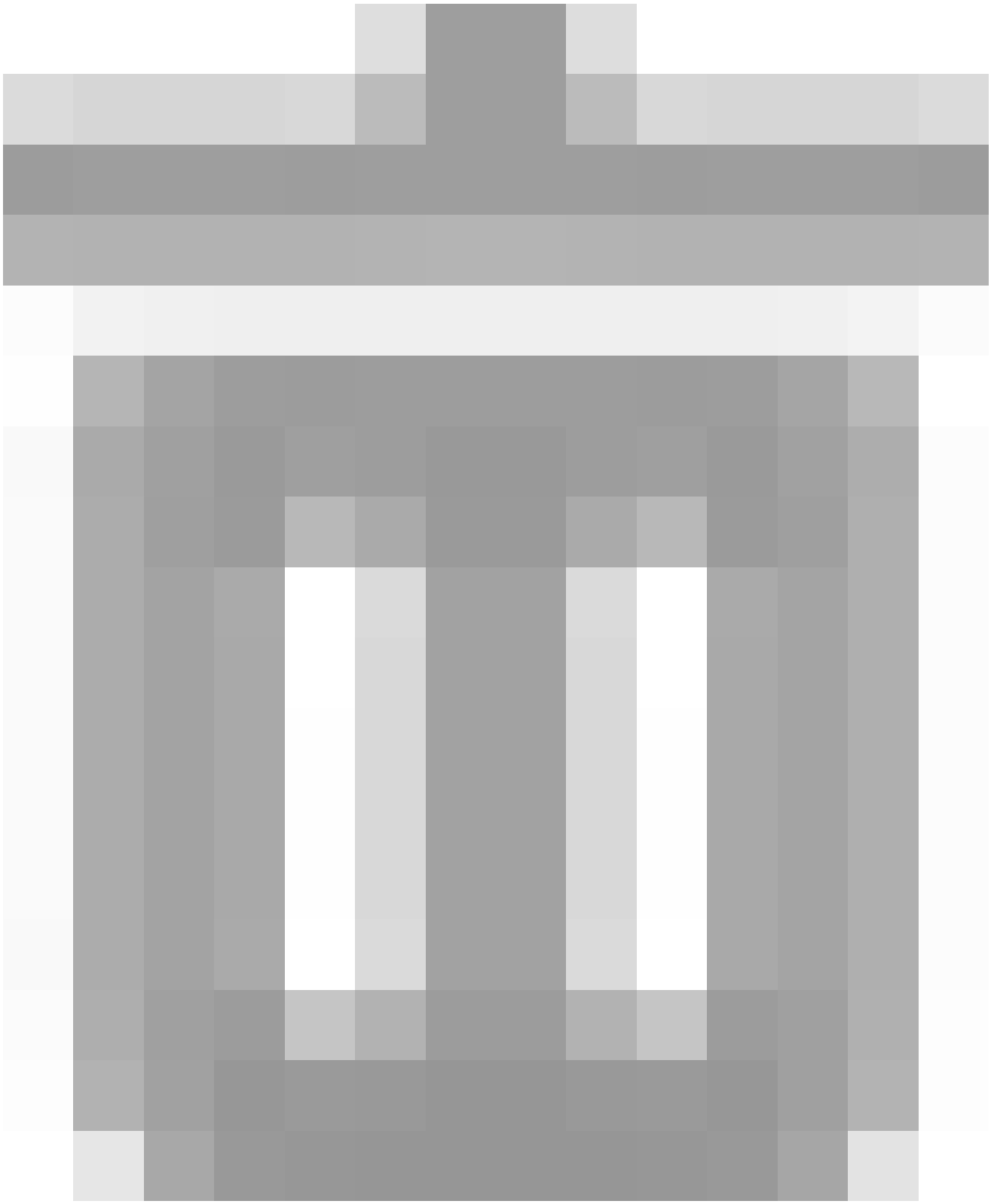
6. *The file is uploaded to the server successfully with a prompt.*

Delete Files

You can delete the useless files to make room for other files.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **File Manager**.
3. Tap **Photos**/**Videos**/**Audios** in the **Local Storage** field.
4. If a USB flash drive has been connected to your phone, you can tap **Photos**/**Videos**/**Audios** in the **USB Storage** field to view the files stored in the USB flash drive.
4. Select the check box before the desired file.
5. You can also select the Select All check box to delete all files.
5. Tap



.

6. The phone prompts you to delete the files.

6. Tap **OK**.

Share Pictures/Videos/Audio via Bluetooth

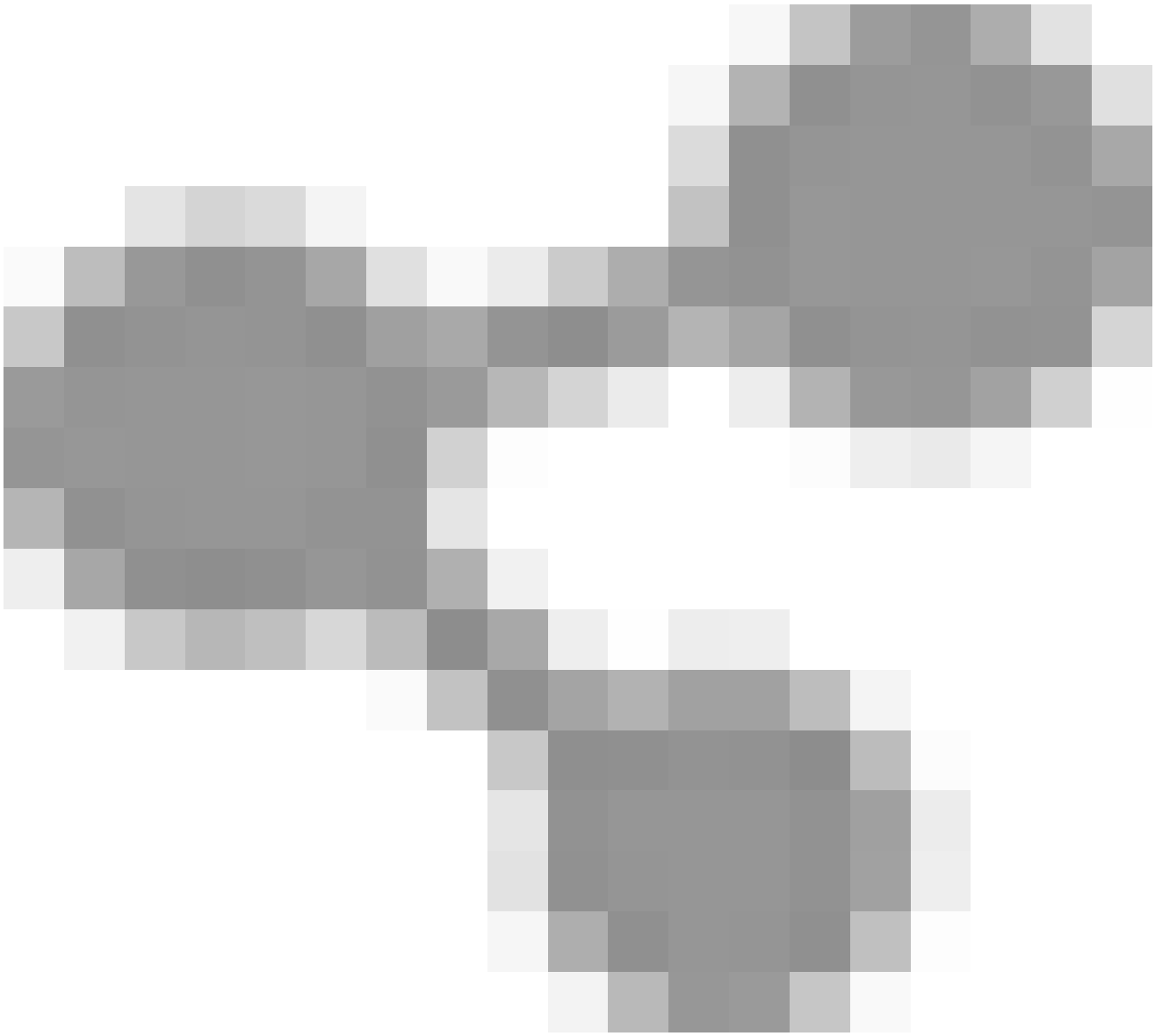
You can share files in the File Manager with other Bluetooth devices.

Before You Begin

Make sure the Bluetooth mode is enabled, and the Bluetooth device is discoverable.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **File Manager**.
3. Tap **Photos**/**Videos**/**Audios** in the **Local Storage** field.
4. If a USB flash drive has been connected to your phone, you can tap **Photos**/**Videos**/**Audios** in the **USB Storage** field to view the files stored in the USB flash drive.
5. *The right side of the phone screen shows pictures/videos/audio.*
4. Select the check box before the desired file.
5. Tap



.

6. Tap **Bluetooth**, and then select **Always** or **Just once**.
7. If the Bluetooth is deactivated, it will prompt you to tap Turn on to activate the Bluetooth mode.
8. *The phone scans and displays the available Bluetooth devices automatically.*
9. If there is no Bluetooth device found, go to

> **Refresh** to search for the Bluetooth devices.

8. Tap the desired Bluetooth device to share the pictures/videos/audio.
9. *The phone screen will prompt "Sending n file to "XXX " " (n represents the number of the files that are being sent).*
9. Accept the request to transfer files via Bluetooth on the Bluetooth device.
10. *If the pictures are successfully transferred, the notification center will display a notification "Bluetooth share: Sent files n successful, n unsuccessful. " (n represents the number of files that are sent successfully or unsuccessfully).*

You can tap the notification to view the detailed information about the shared files.

Share Pictures/Videos/Audio via Email

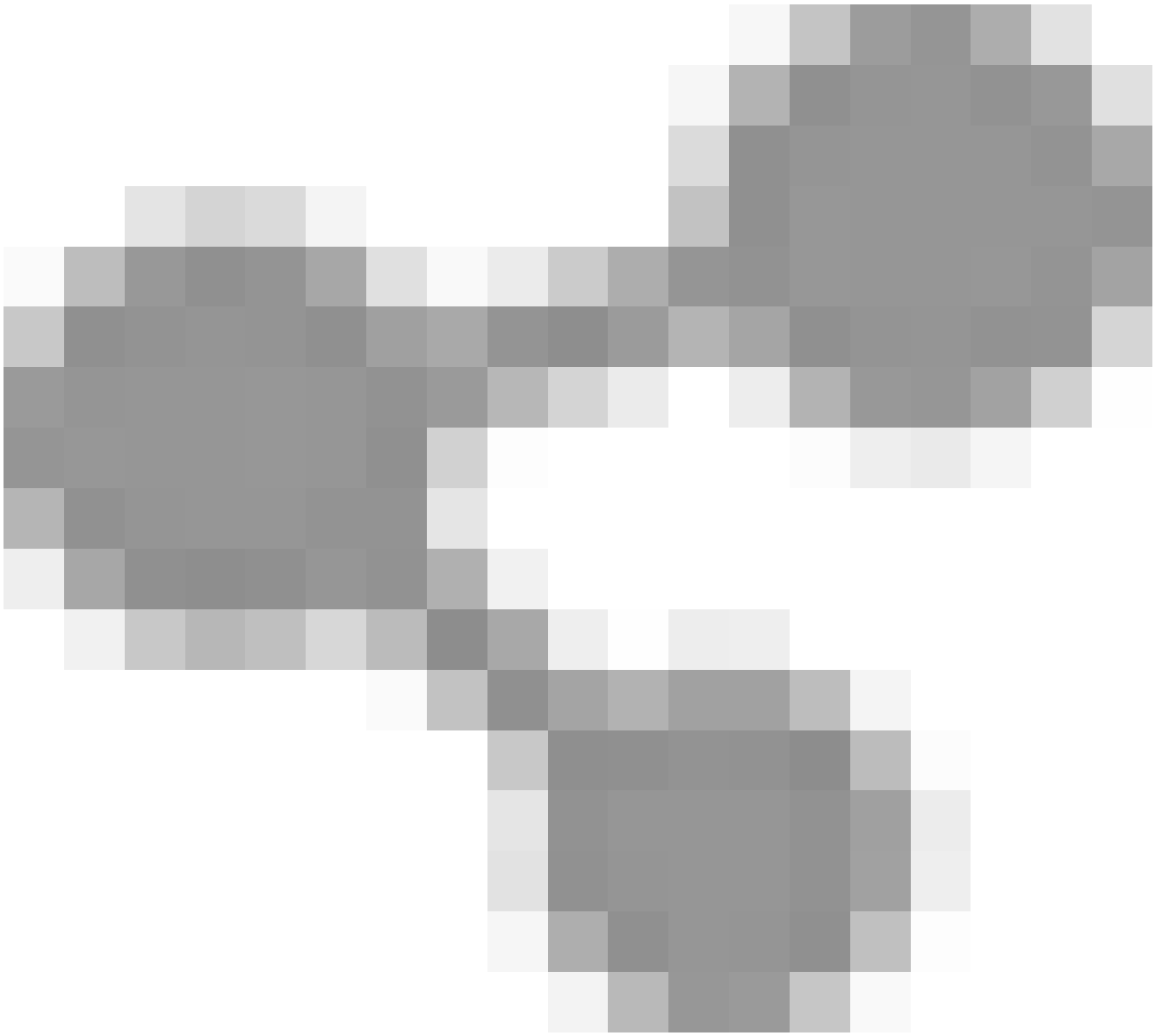
You can share files in the File Manager via email on your phone.

Before You Begin

Make sure you have signed in to an email account.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **File Manager**.
3. Tap **Photos**/**Videos**/**Audios** in the **Local Storage** field.
4. If a USB flash drive has been connected to your phone, you can tap **Photos**/**Videos**/**Audios** in the **USB Storage** field to view the files stored in the USB flash drive.
4. Select the check box before the desired file.
5. Tap



.

6. Tap **Email**, and then select **Always** or **Just once**.
7. Compose the email.
8. Enter the email account you want to send the email to in the **To** field.
9. (Optional) Enter the email subject in the **Subject** field.

10. Tap to send the email.
11. *The pictures/videos/audio are transferred as a mail attachment.*

> The attachment size must be within 5 MB.

Gallery

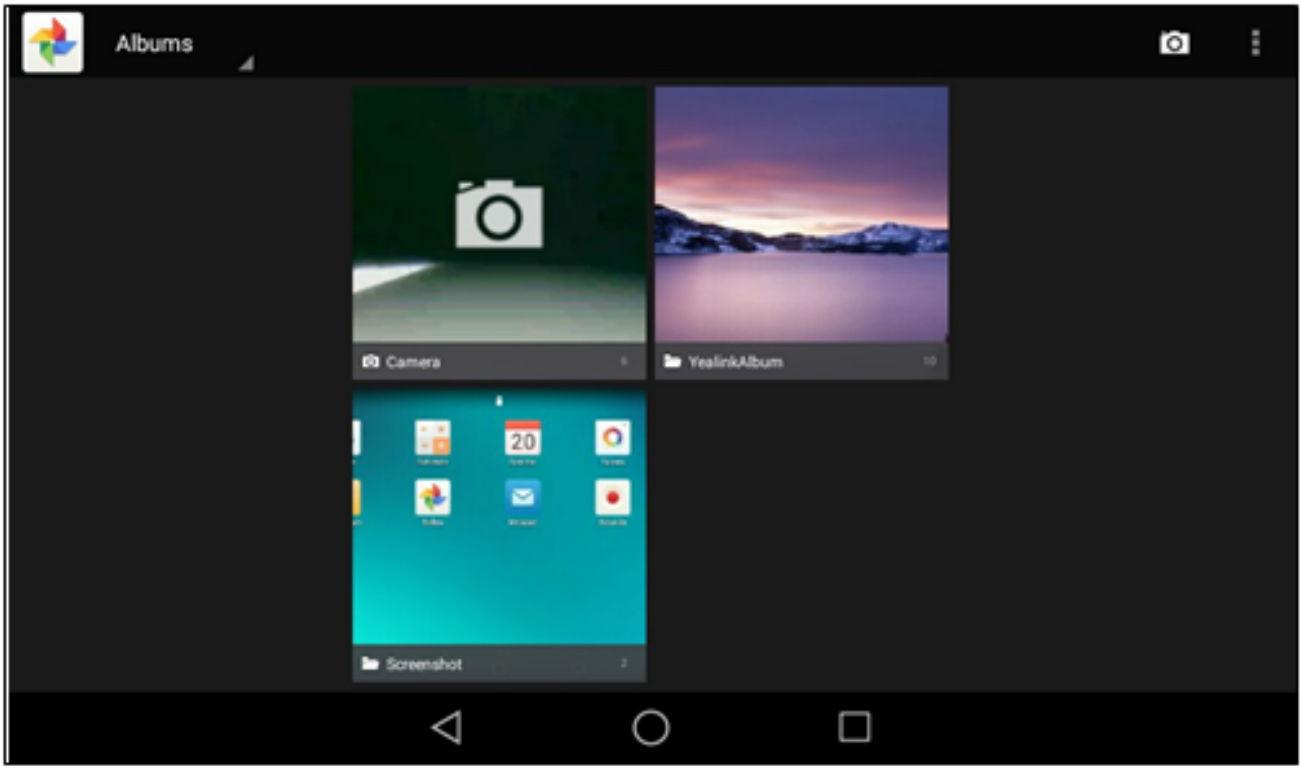
View Pictures or Videos

Introduction

You can view the pictures/videos on your phone in different ways.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. *By default, the pictures/videos are displayed as thumbnails in the album arrangement mode.*



3. (Optional) Tap **Albums**.
4. You can tap **Albums/Locations/Times/People/Tags** to view the pictures/videos in different arrangement modes.
4. Swipe left/right to view albums if required.
5. Select the desired album.
6. You can do the following:
   - Tap the album name on the upper left of the phone screen.
   - Select **Filmstrip view** or **Grid view** to view the pictures/videos in different modes.
   - Tap

and then tap **Group by**.

- Select a desired group type in the pop-up dialog box to view the pictures/videos in different arrangement modes.

7. Tap a desired picture/video to preview the picture/video.
8. For picture albums, you can tap > Slideshow to start a slide show of the pictures in the album.

> The menu keys and Android keys disappear after 5 seconds, and you may tap the phone screen to show them again.

You can also select a desired picture/video and tap

> **Details** to view the detailed information.

Edit Pictures

Rotate Pictures

You can rotate the picture as you want.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired picture album.
4. Tap the desired picture.
5. Tap

> **Rotate left**/**Rotate right** to rotate the picture left/right

6. Tap **SAVE**.

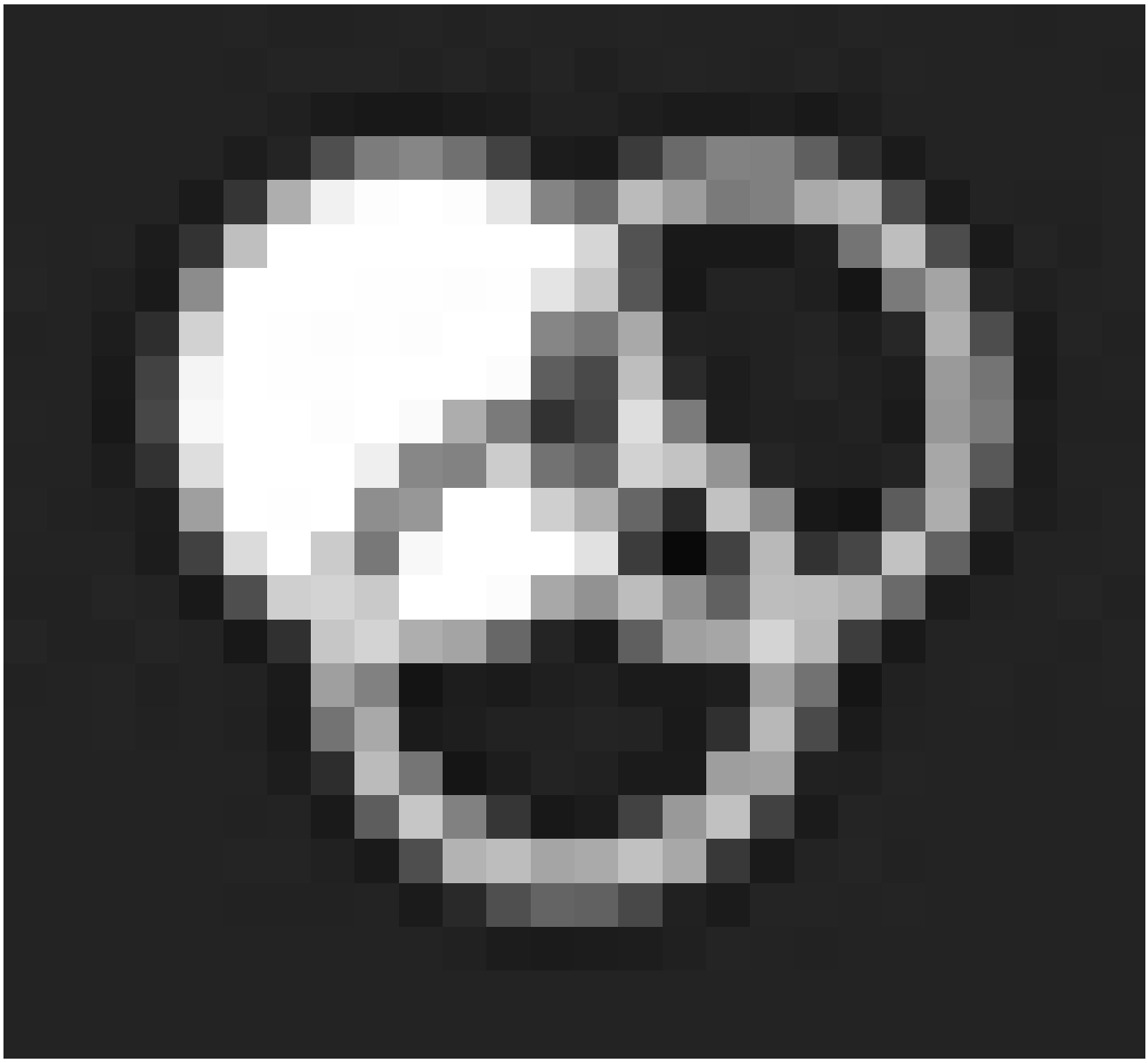
Add a Filter for Pictures

You can add a filter for the picture to change its display style.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired picture album.
4. Tap the desired picture.
5. Go to

> **Edit** >



.

6. Select the desired filter.
7. Tap **SAVE**.

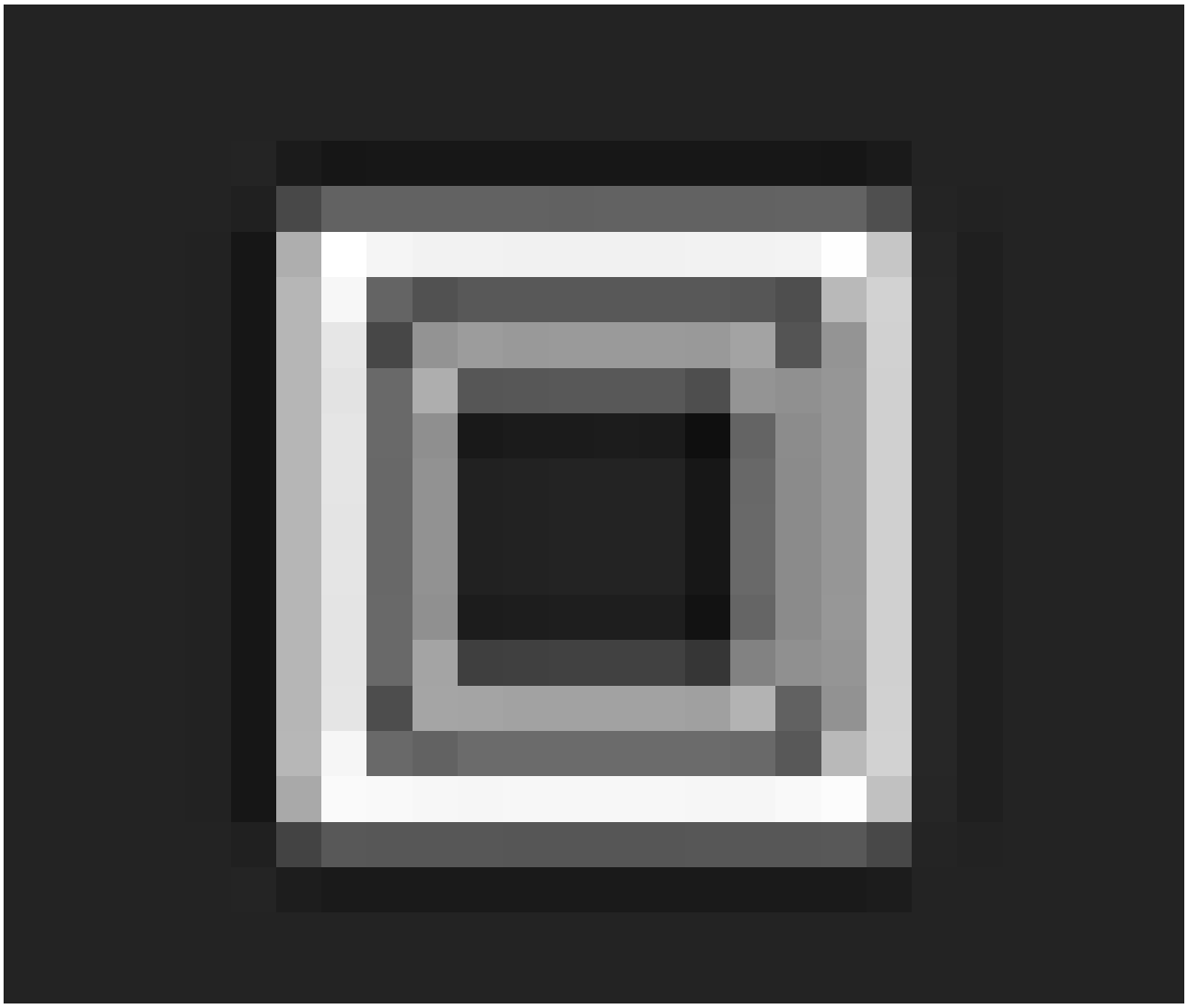
Add a Frame for Pictures

You can add a frame for the picture to make it display more vividly.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired picture album.
4. Tap the desired picture.
5. Go to

> **Edit** >



.

6. Select the desired frame.
7. Tap **SAVE**.

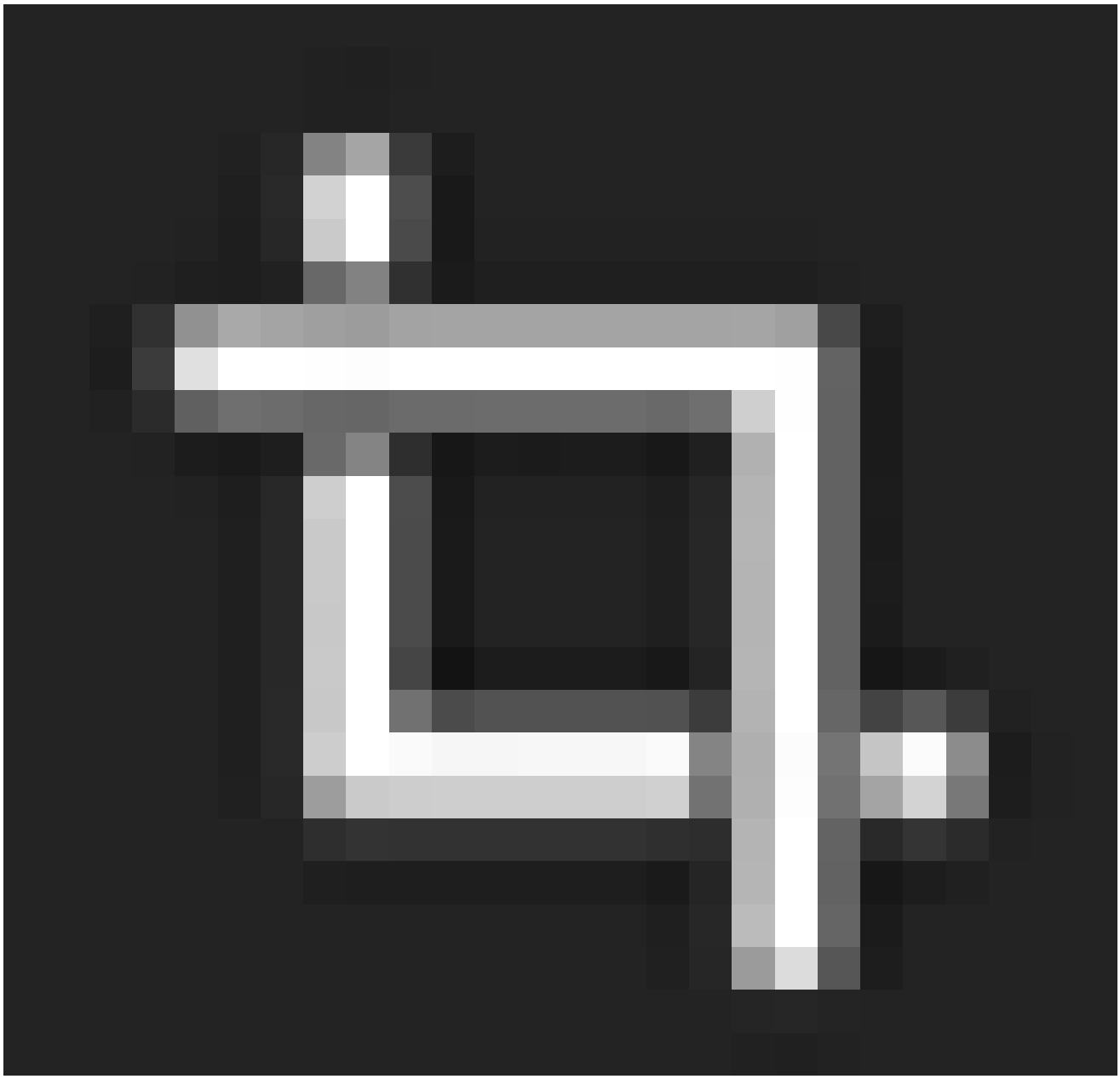
Cropping Pictures

You can crop a picture to the desired size.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired picture album.
4. Tap the desired picture.
5. Go to

> **Edit** >



.

6. Do the following:
   - Tap **Crop** to resize the picture.
   - Tap **Straighten** to straighten the picture.
   - Tap **Rotate** to rotate the picture clockwise.
   - Tap **Mirror** to flip the picture symmetrically.
   - Tap **Draw** to draw the picture.
7. Tap **SAVE**.

Colore Pictures

You can color pictures to make them look better.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired picture.
4. Go to

> **Edit** >

.

5. Adjust the desired exposure, contrast, saturation, and so on.
6. Tap **SAVE**.

Set Picture as Wallpaper

You can set a desired picture as wallpaper to make your phone more personalized.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired picture album.
4. Tap the desired picture.
5. Go to

> **Set picture as**.

6. Do one of the following:
   - If you want to set the picture as phone wallpaper, tap **Wallpaper**, and then tap **Set wallpaper** on the upper-right of the screen.
   - If you connect EXP50 to your phone, tap **Exp Background**, and then tap **Set as Exp background** on the upper-right of the screen.

Print Pictures

You can print the desired pictures in the Gallery.

Before You Begin

Before printing the picture, make sure your phone is connected to the network printer. For more information, refer to the documentation from the printer manufacturer.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired picture album.
4. Tap the desired picture.
5. Go to

> **Print** to print the picture.

Delete & Take Picture or Video

Delete Pictures/Videos

You can delete any useless pictures/videos from the Gallery.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired album.
4. Do one of the following:
   - Long tap the desired picture/video.
   - Go to

> **Select item**.

- Select the pictures/videos you want to delete.

  You can also tap **n items selected** (n represents the number of pictures you selected) and then tap **Select all** to select pictures.

5. Tap

to delete the selected pictures/videos.

6. *The phone prompts you whether to delete the pictures/videos.*
6. Tap **OK**.

Take a Picture/Video

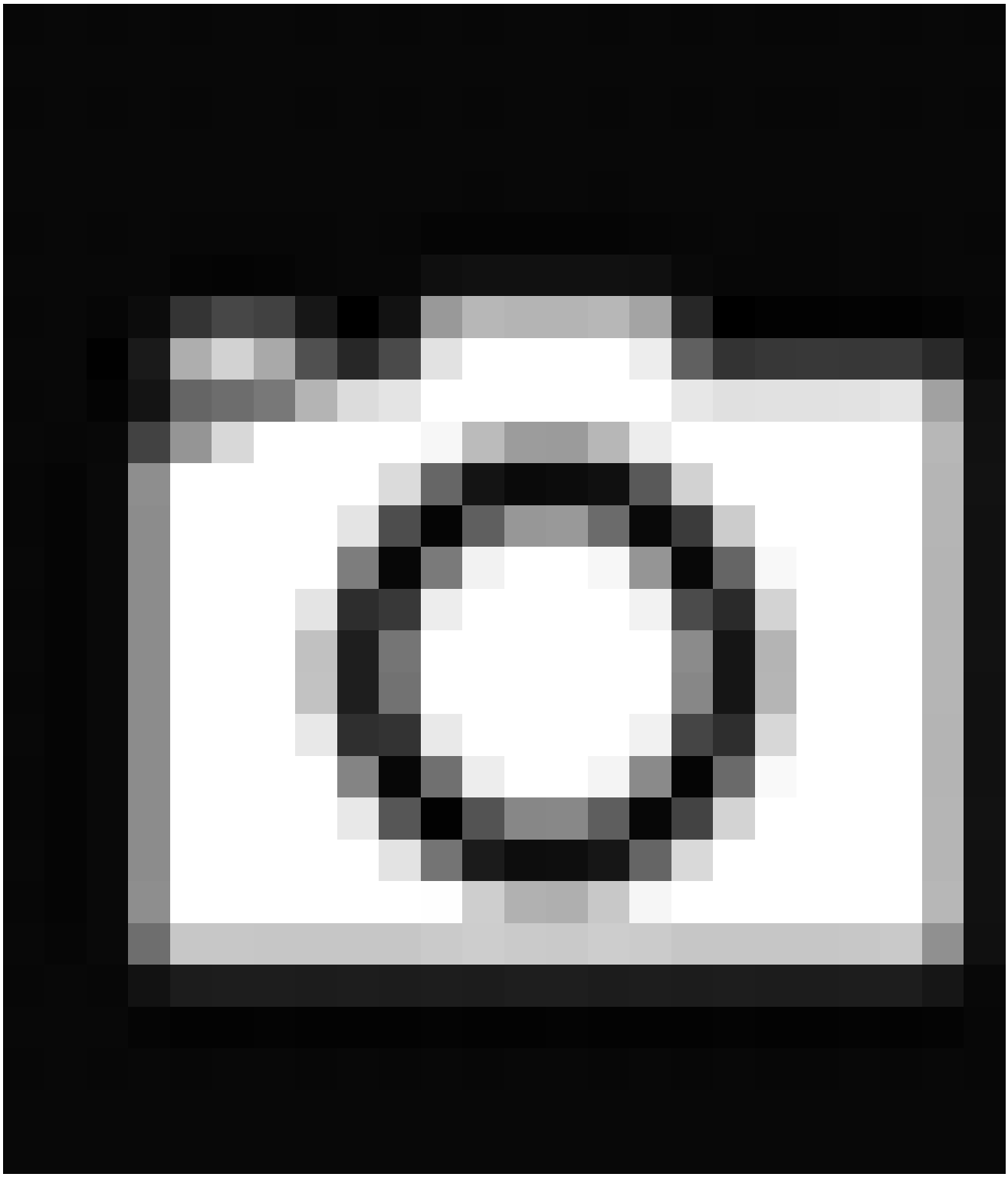
You can take a picture/video with the Gallery directly.

Before You Begin

Make sure you have inserted the camera into the phone.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap

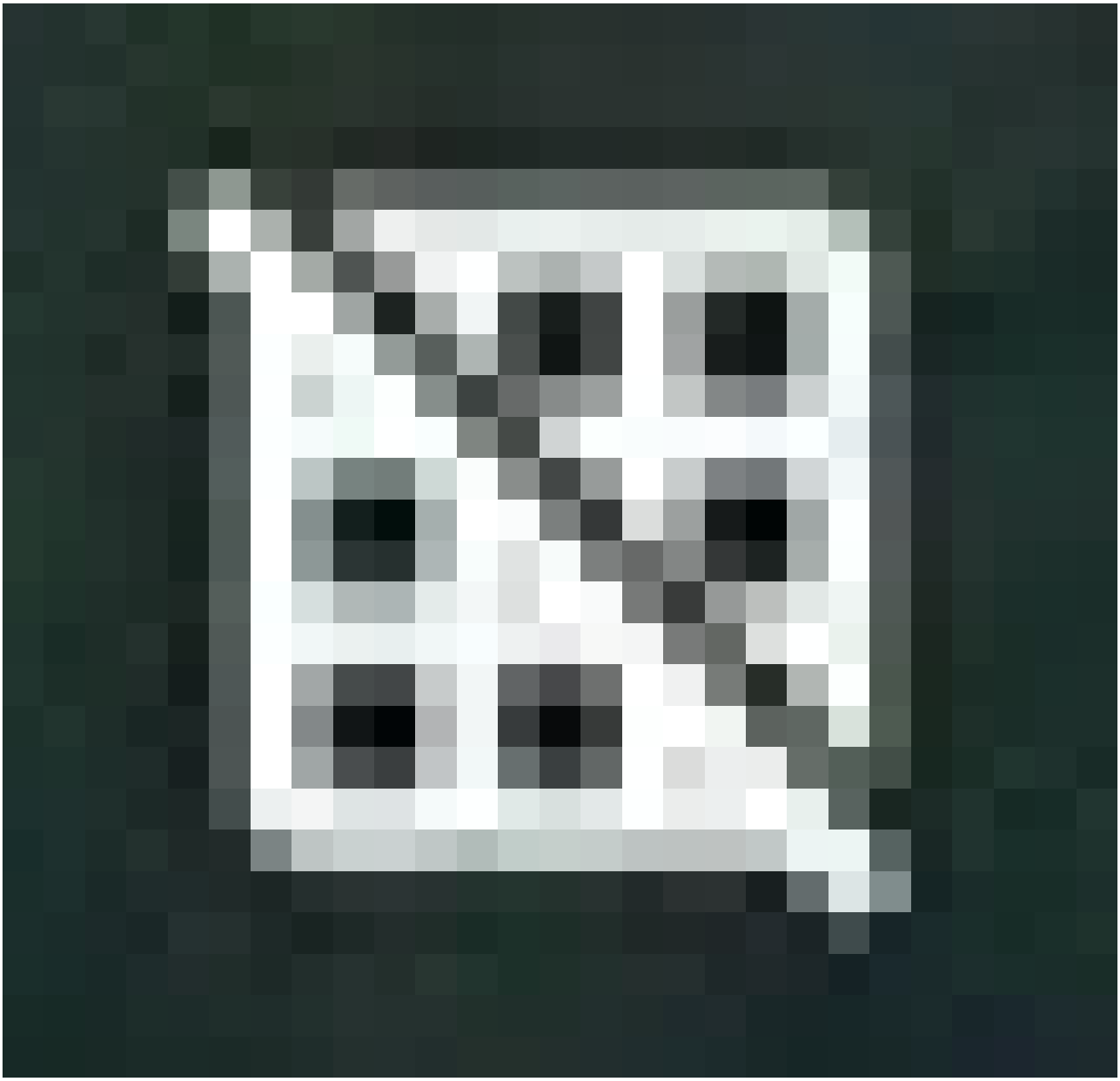


on the top-right of the screen.

4. (Optional) Tap

, and then do the following:

- Tap

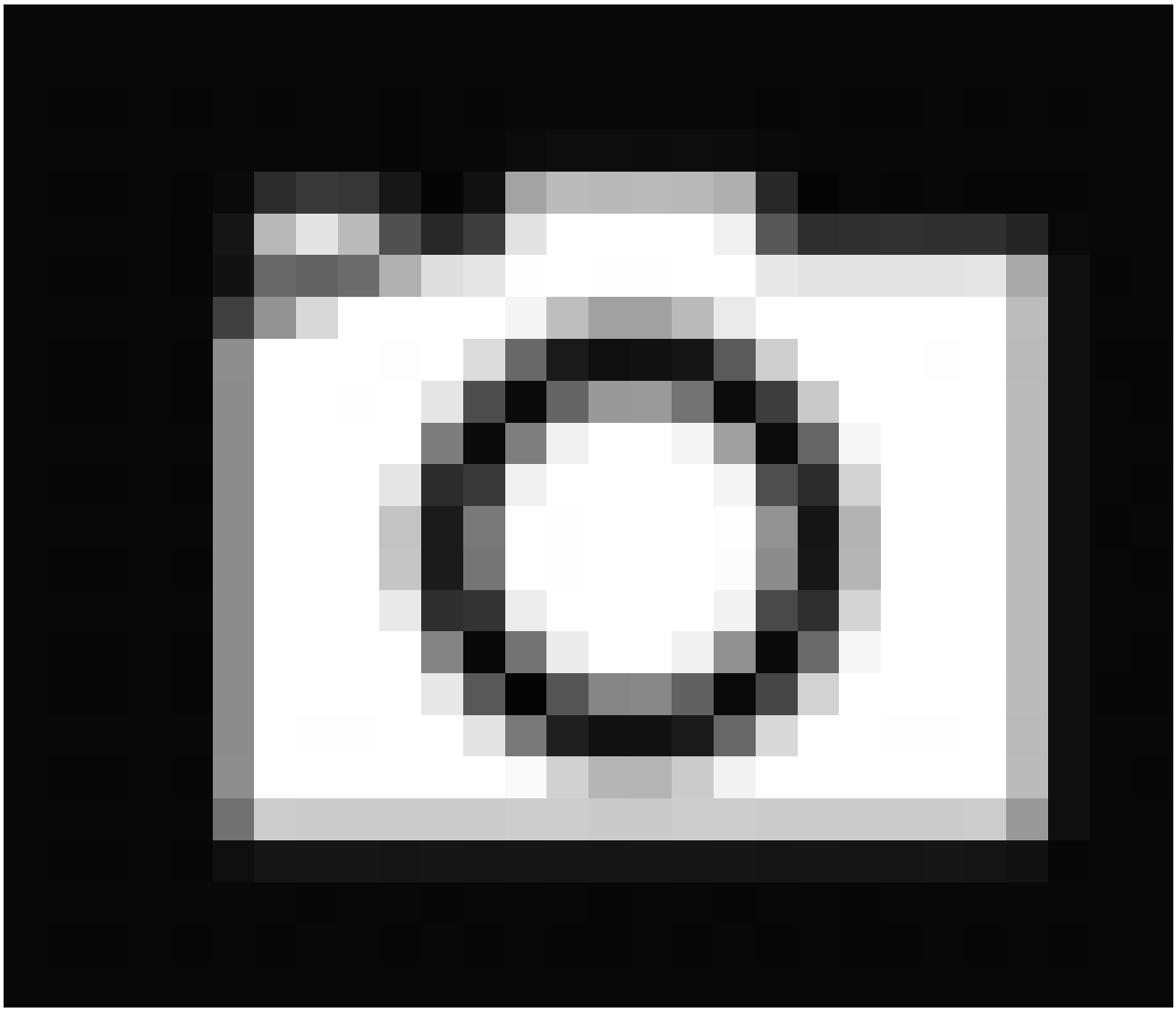


to turn on the camera grid.

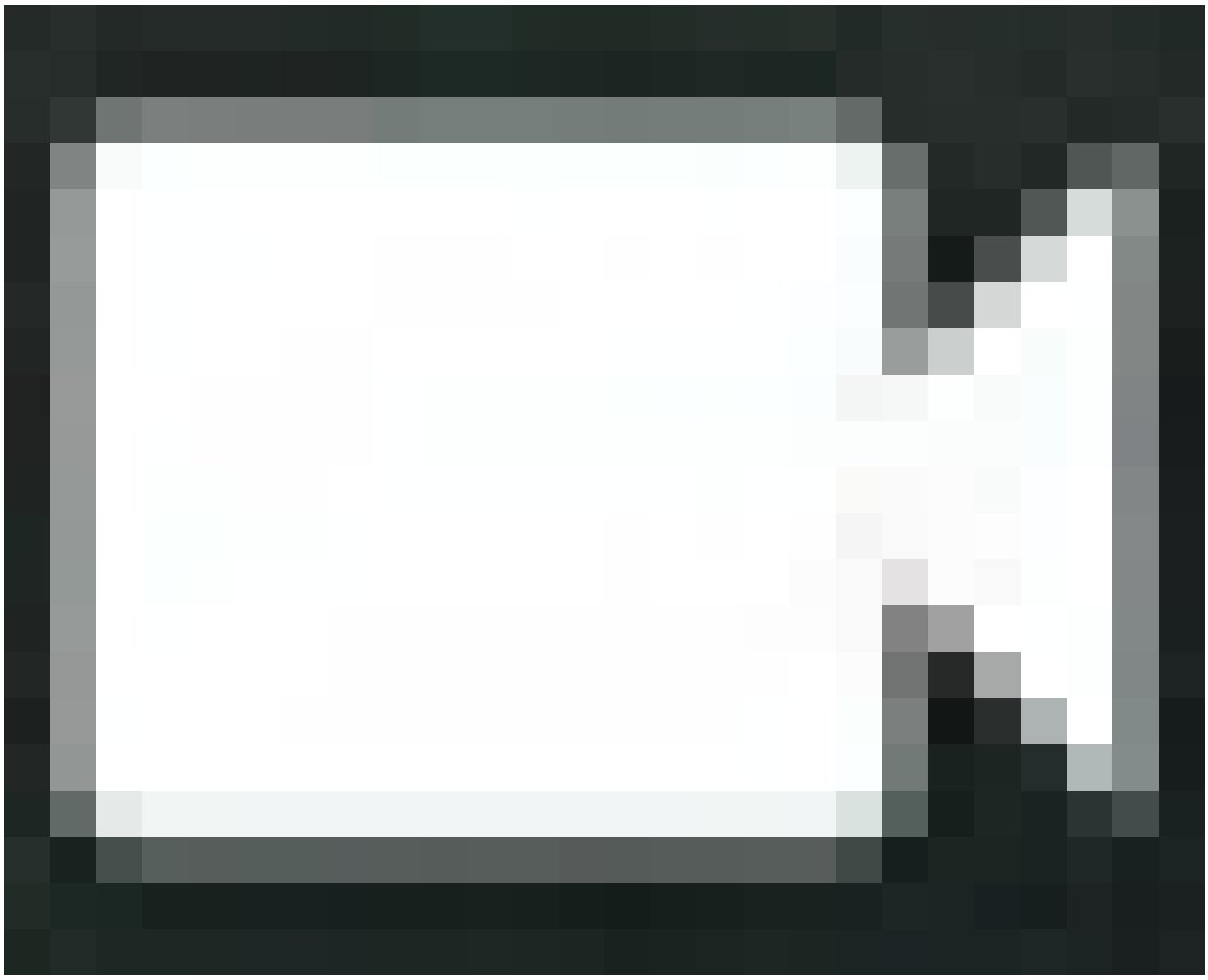
- Tap

to configure the camera timer.

5. Swipe right, and then select **Camera** or **Video**.
6. Tap



to take a picture or tap



to take a video.

Share PicturesVideos via Bluetooth & Email

Share Pictures/Videos via Bluetooth

You can share the pictures/videos in the Gallery via Bluetooth.

Before You Begin

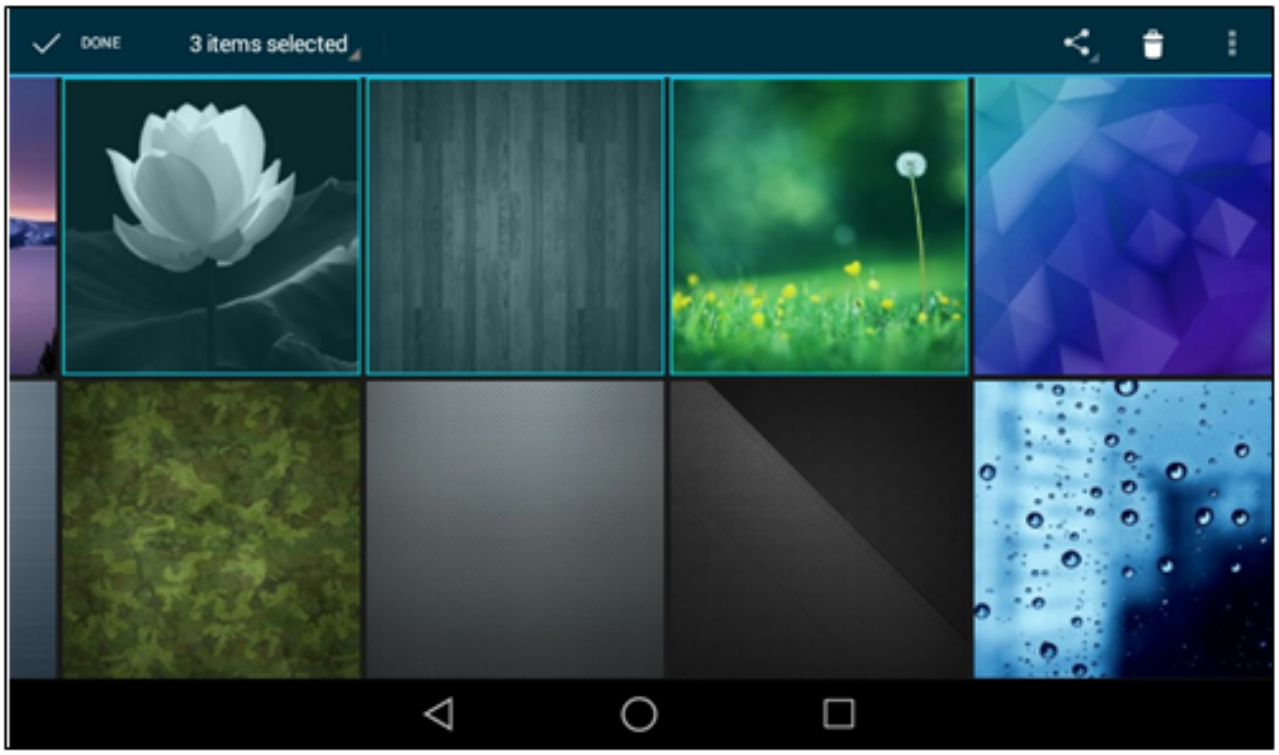
Before sharing pictures/videos via Bluetooth, make sure the Bluetooth device is discoverable.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired picture album.
4. Do one of the following:
   - Long tap one of the pictures/videos.
   - Tap

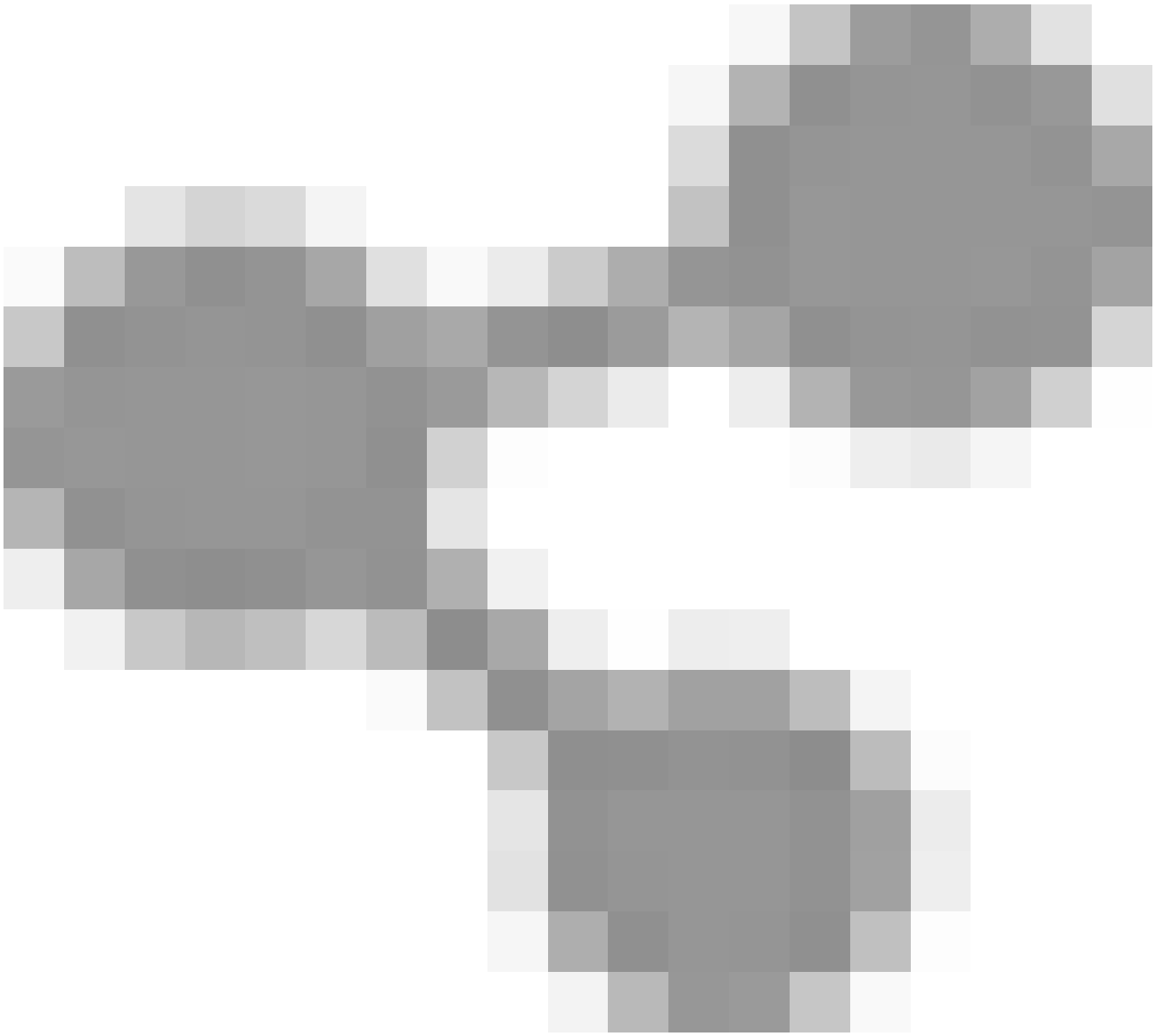
> **Select item**.

- Select the pictures/videos you want to share.



You can also tap **n items selected** (n represents the number of pictures/videos you selected) and then tap **Select all** to select all pictures/videos.

5. Tap

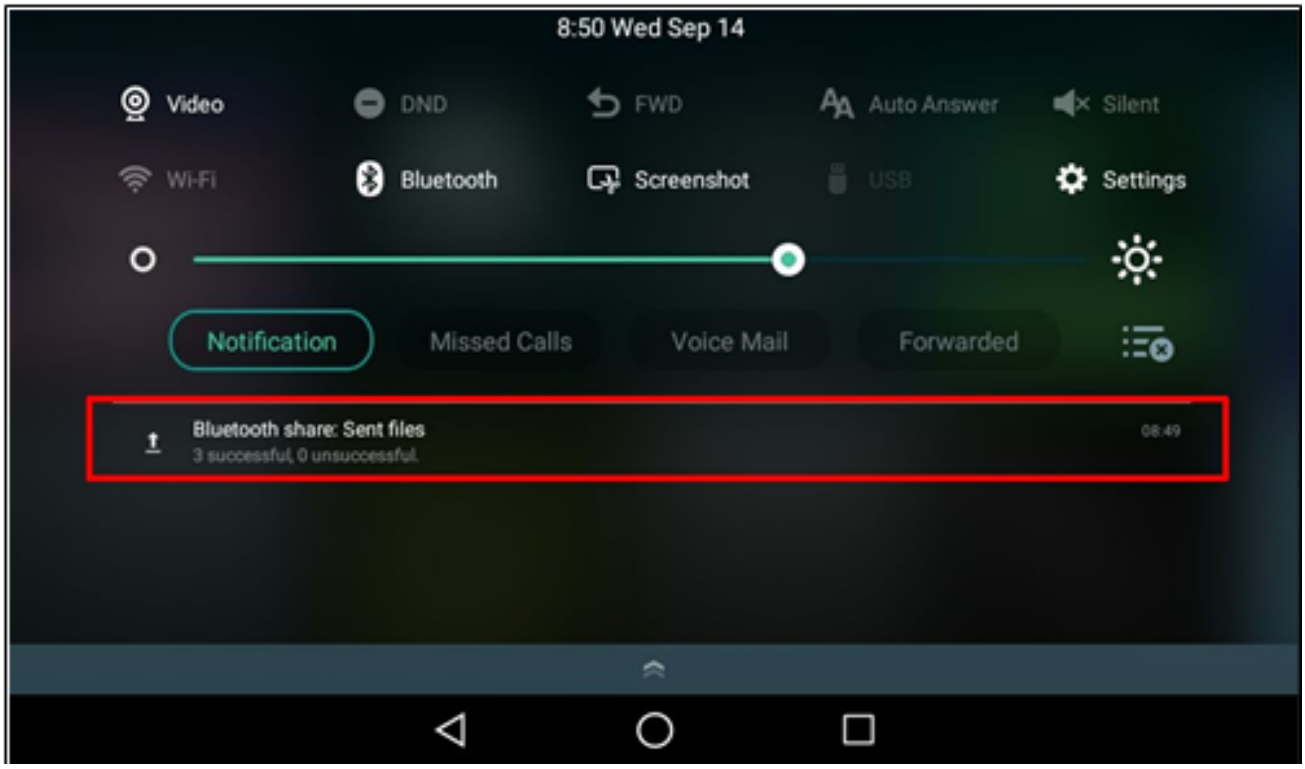


, and then select **Bluetooth**.

6. If the Bluetooth is deactivated, it will prompt you to tap Turn on to activate the Bluetooth mode.
7. *The phone scans and displays the available Bluetooth devices automatically.*
8. If there is no Bluetooth device found, go to

> **Refresh** to search for the Bluetooth devices.

7. Tap the desired Bluetooth device to share the pictures/videos.
8. *The phone screen will prompt "Sending n file to "XXX " " (n represents the number of pictures/videos that are being sent).*
8. Accept the request to transfer files via Bluetooth on the Bluetooth device.
9. *If the pictures/videos are successfully transferred, the notification center will display a notification "Bluetooth share: Sent files n successful, n unsuccessful. " (n represents the number of files that are sent successfully or unsuccessfully).*



You can tap the notification to view the detailed information about the shared files.

Share Pictures/Videos via Email

You can share the pictures/videos in the Gallery via Email.

Before You Begin

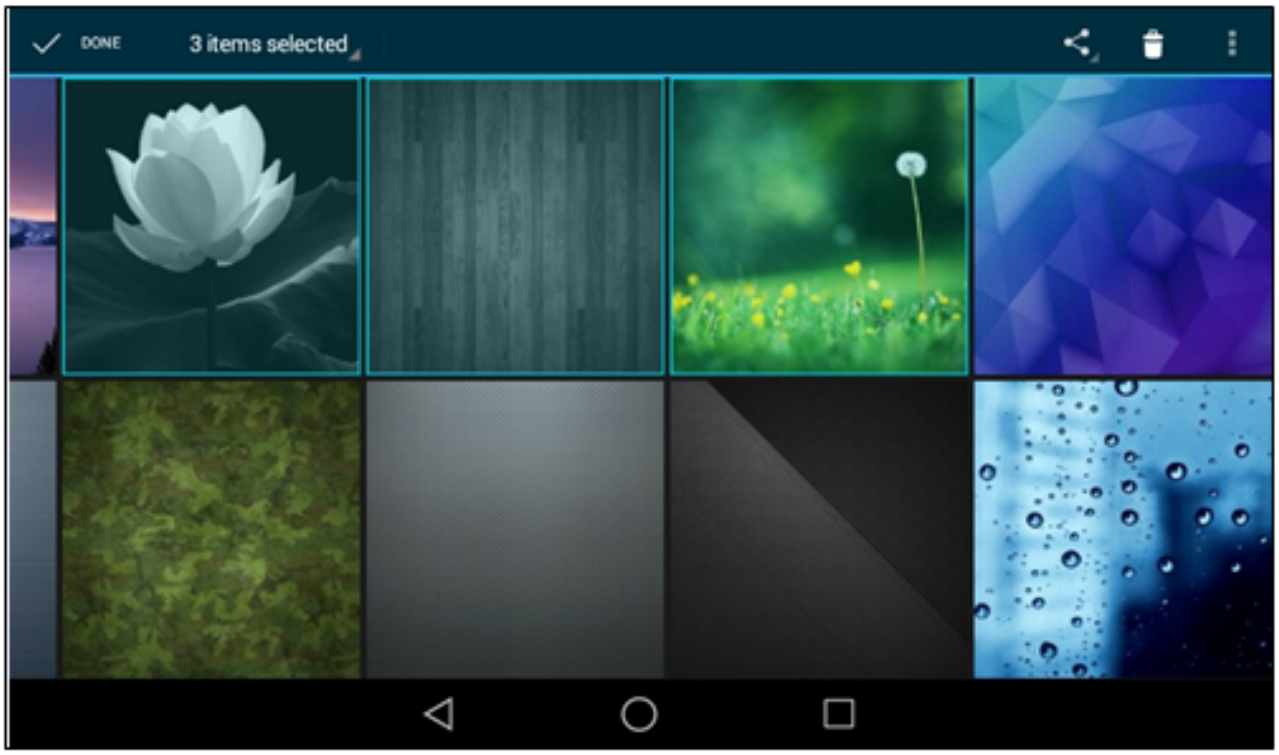
Make sure you have signed in to an email account.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Gallery**.
3. Tap the desired album.
4. Do one of the following:
   - Long tap one of the pictures/videos.
   - Tap

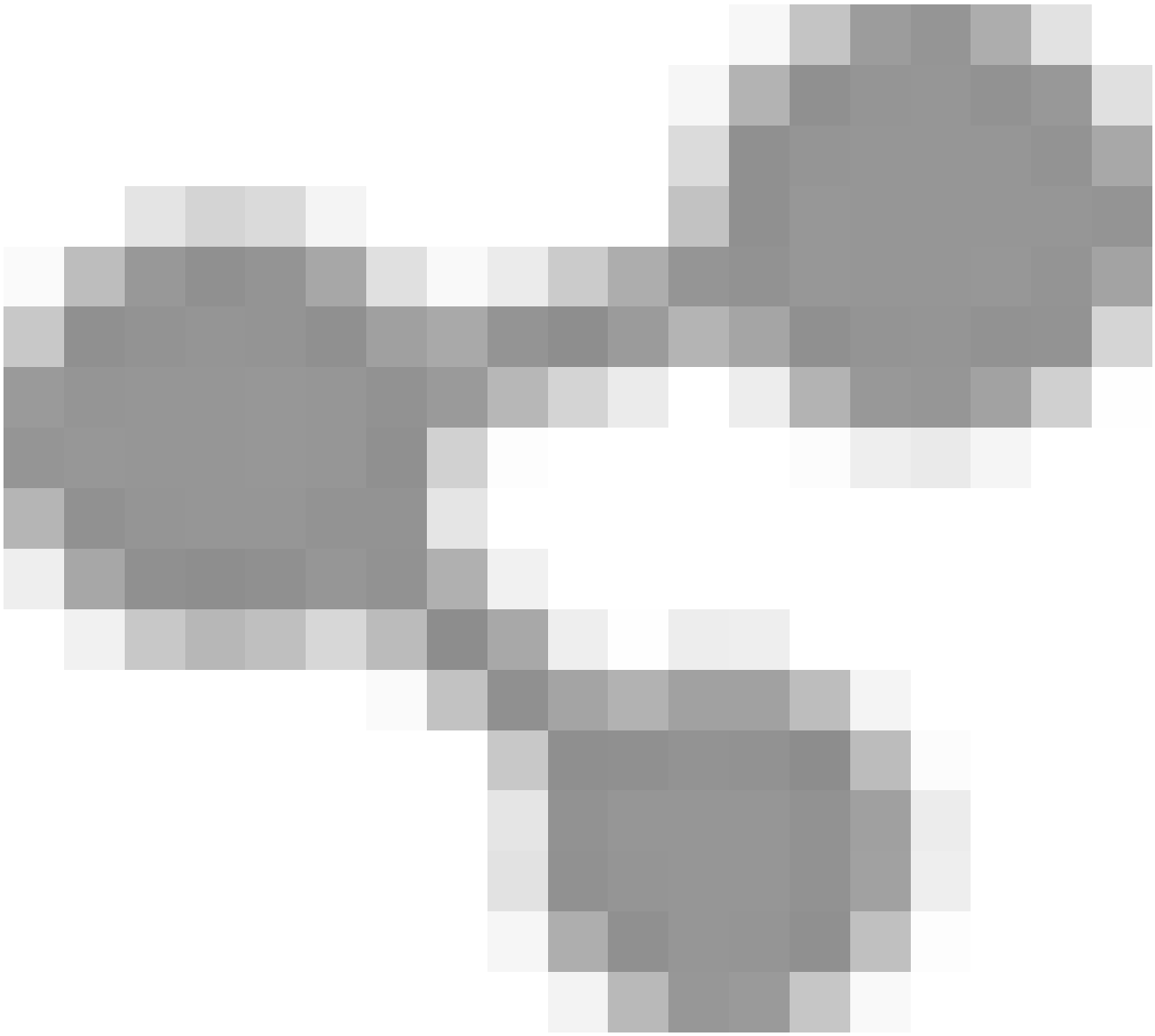
> **Select item**.

- Select the pictures/videos you want to share.



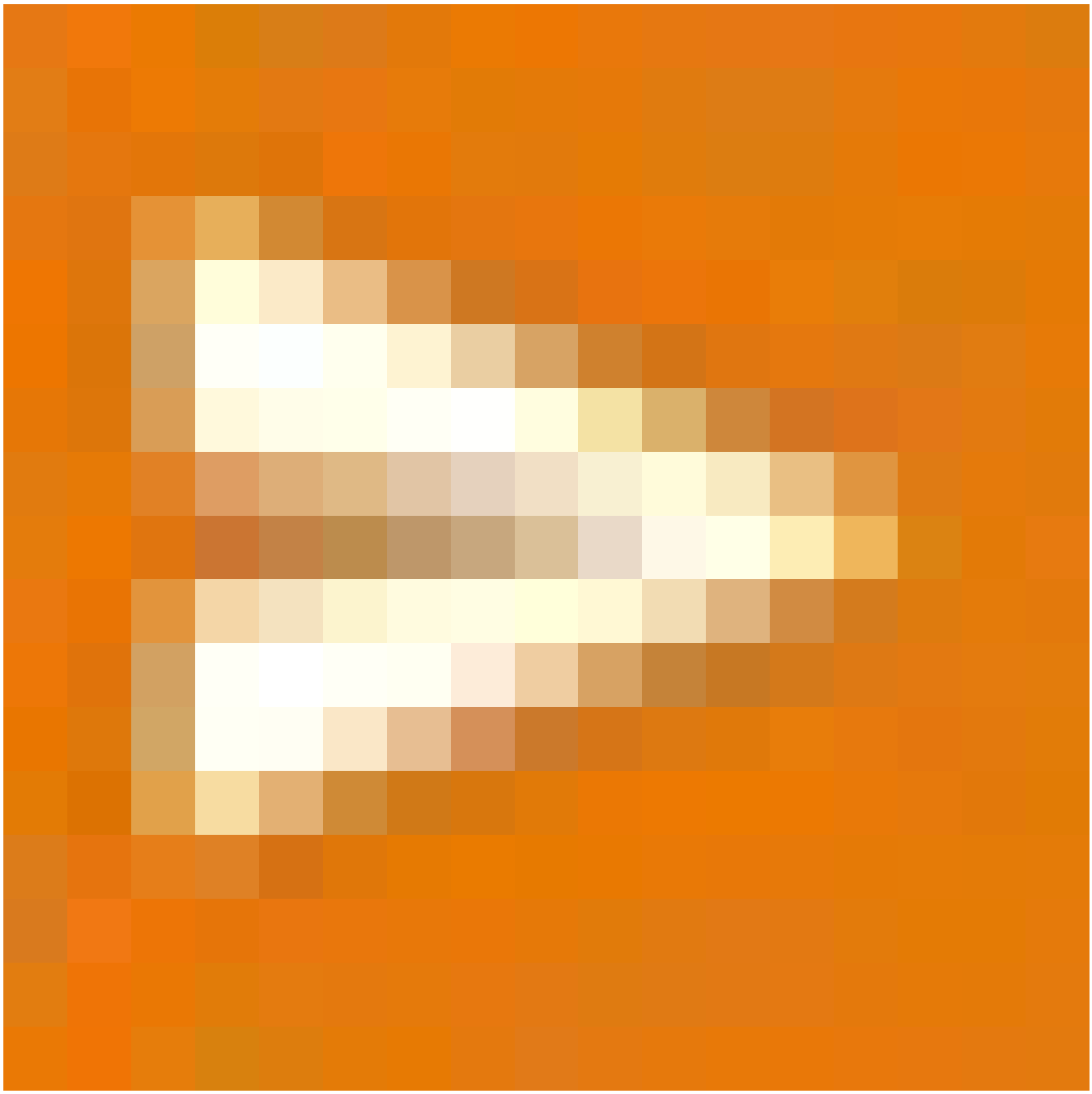
You can also tap **n items selected** (n represents the number of pictures/videos you selected) and then tap **Select all** to select all pictures/videos.

5. Tap



and then select **Email**.

6. Compose the email.
7. Enter the email account you want to send the email to in the **To** field.
8. (Optional) Enter the email subject in the **Subject** field.
9. Tap



to send the email.

The pictures/videos are transferred as a mail attachment.

> The attachment file size must be within 5 MB.

Recorder

Record Audio

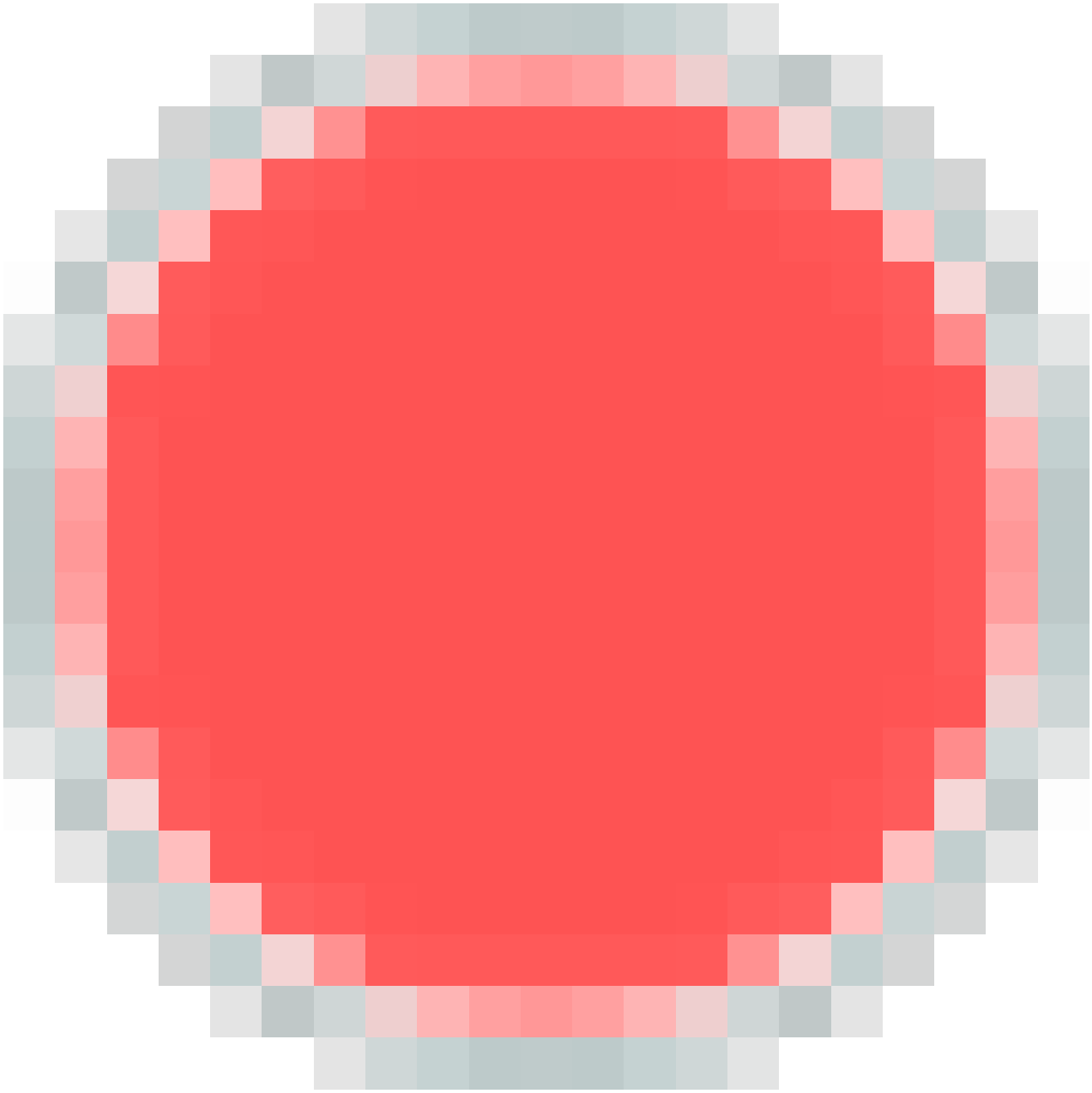
Introduction

By default, the recorded audio is saved on the internal SD card. You can connect a USB flash drive to your phone. The recorded audio will be saved on the USB flash drive instead of the internal SD card.

> For more information on how to attach a USB flash drive, please refer to the Quick Start Guide for your phone on Yealink Support.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Recorder**.
3. Tap

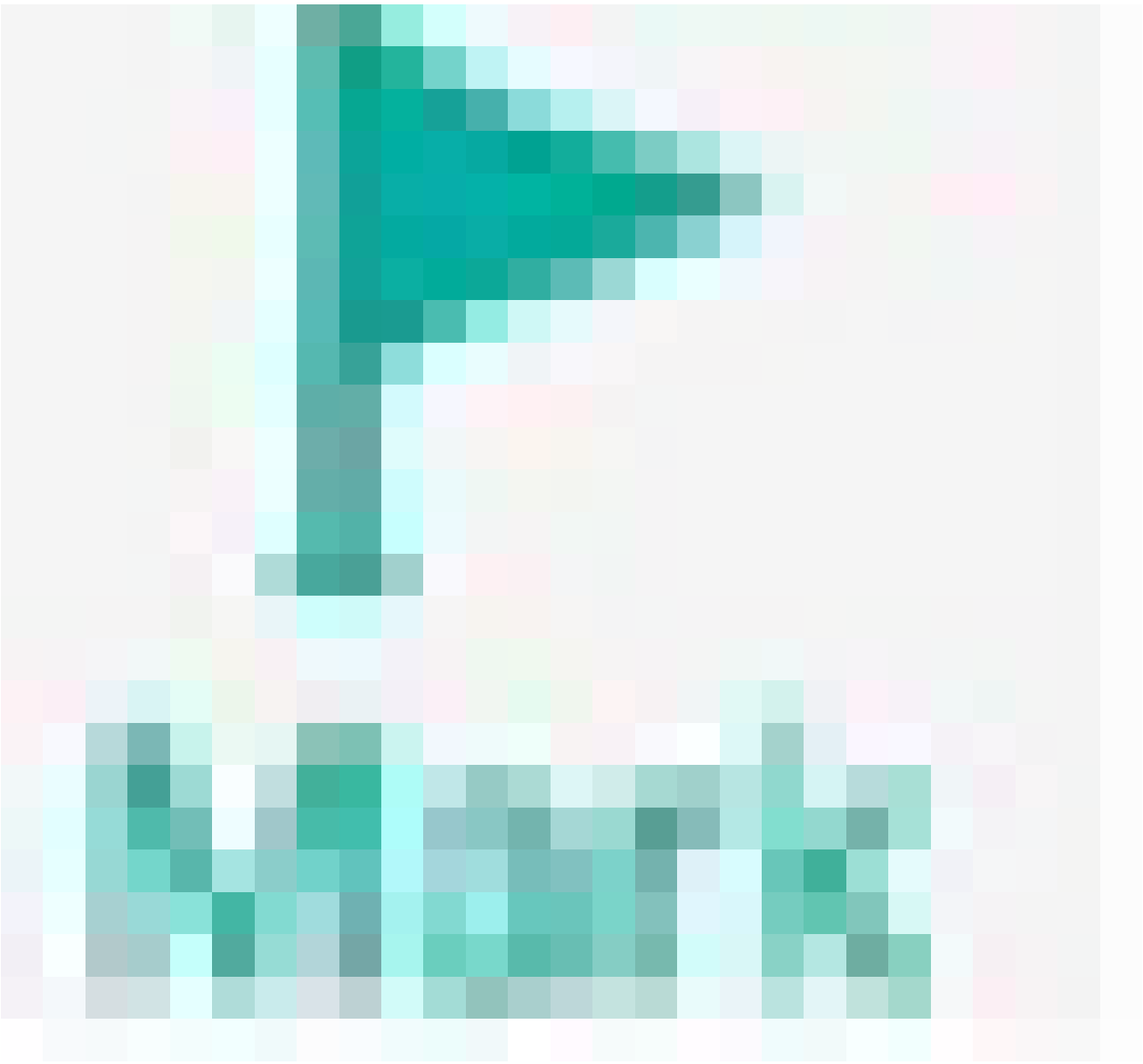


to start recording.

4. Do one of the following:
   - Tap

to pause the recording.

- Tap



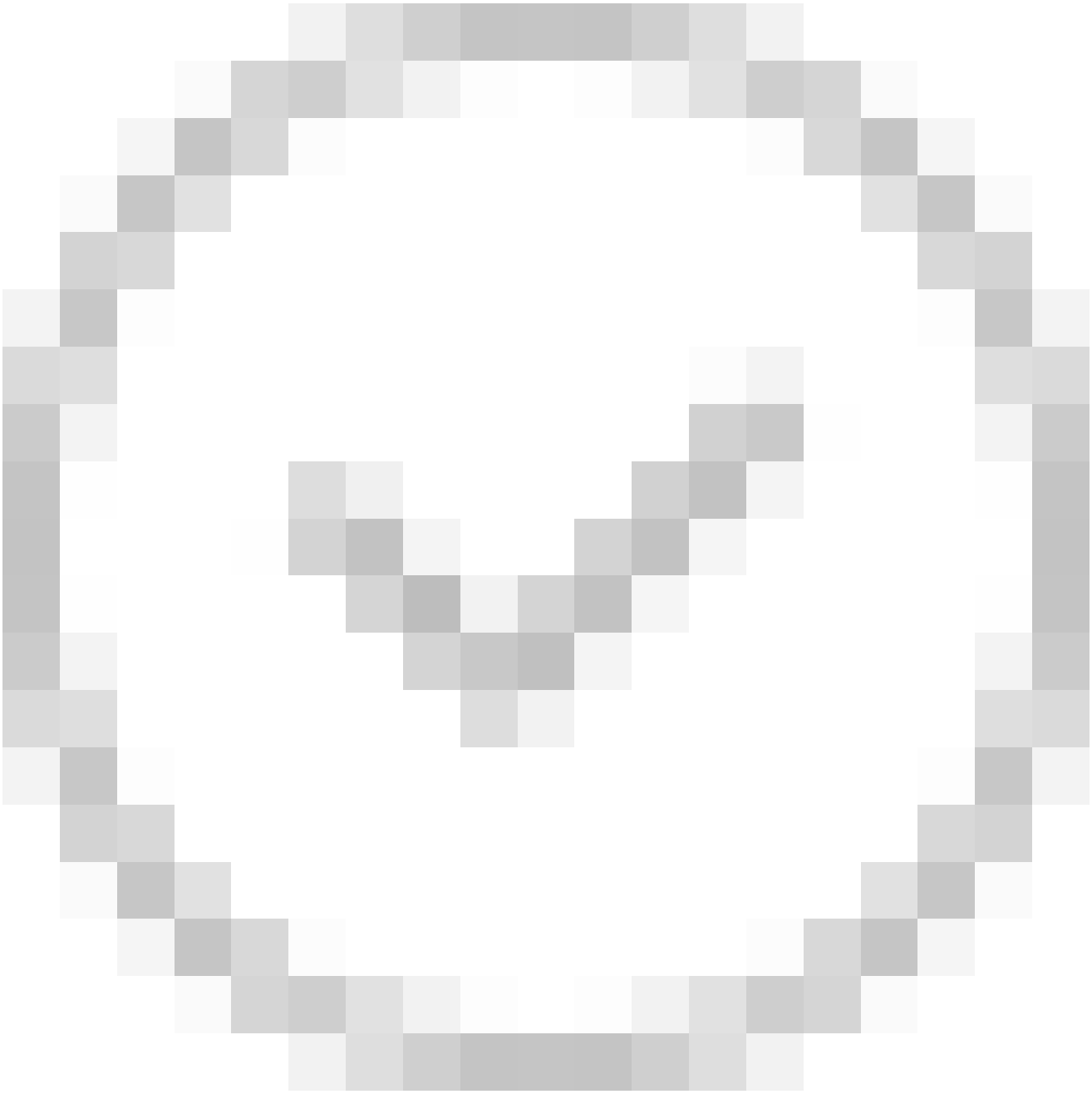
to set a mark.

- *The icon changes to*

, the number will increase if you set more marks.

- *And there is a red flag at this moment when playing.*

5. Tap



to end the recording and save the recording.

6. *The recorded audio will be displayed on the right list automatically.*

Play Recorded Call

Introduction

You can browse and play back the recordings on your phone.

The recorded calls include a date & time stamp and the other party's number/IP address/name (or the first person's number/IP address/name you called). For example, 20160302-1452-Tom was created on March 2, 2016, at 14:52, and you have a call with Tom.

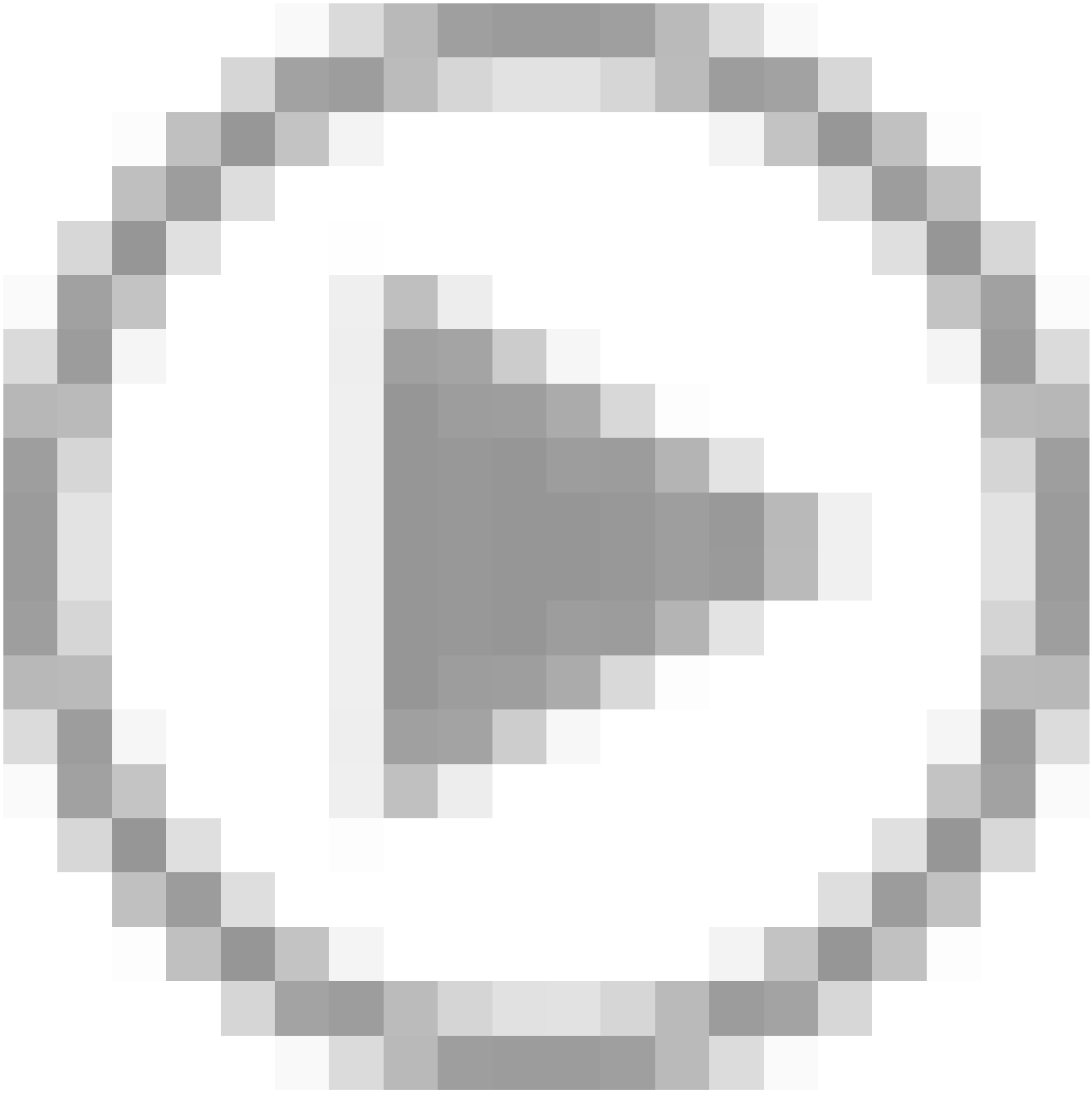
The recorded audio-only calls are saved in "*.aac" format, and the recorded video calls are saved in "*.mkv" format. You can view the recorded files using by **Recorder** or the **File**

Manager. The following is an example of playing the recorded call using the **Recorder**.

> You can also play back the recorded calls on the phone or on a computer using an application compatible with playing “.aac” /".mkv" files.

Procedure

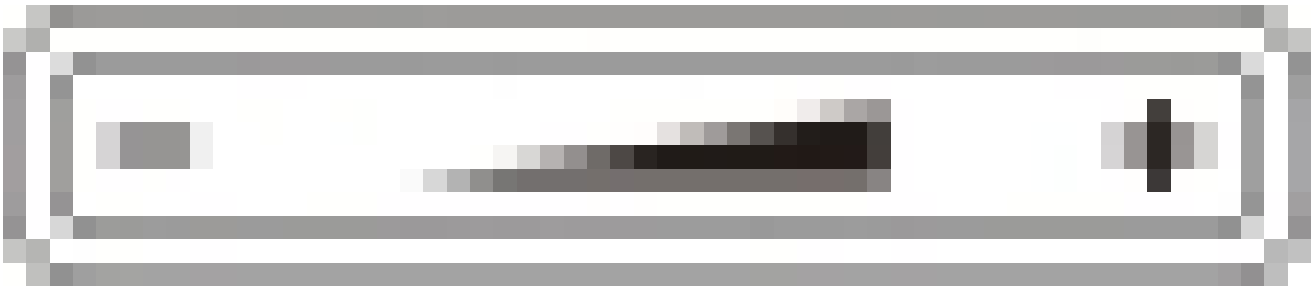
1. Swipe left or right to go to the second idle screen.
2. Tap **Recorder**.
3. Tap



before the desired recorded call to play the recorded call.

4. The length of the recording and a progress bar are displayed as the recording plays.

You can press the Volume key



to adjust the volume of the audio output.

Pause & Resume & Stop Playback

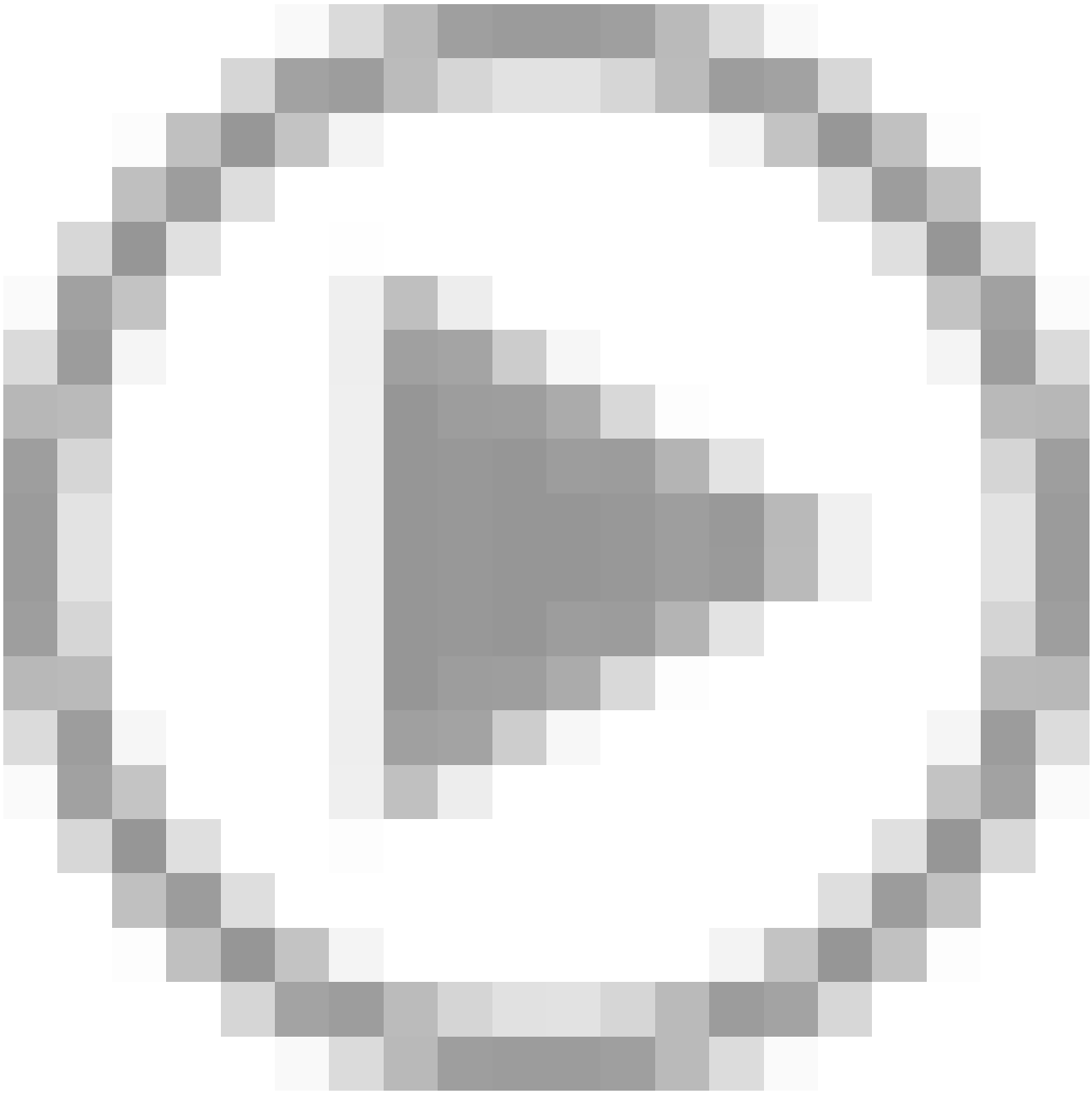
Pause/Resume Playback

When you receive an incoming call while playing a recording, the recording is paused automatically. You can resume the playback after handling the call. You can also pause the recording manually at any time.

Procedure

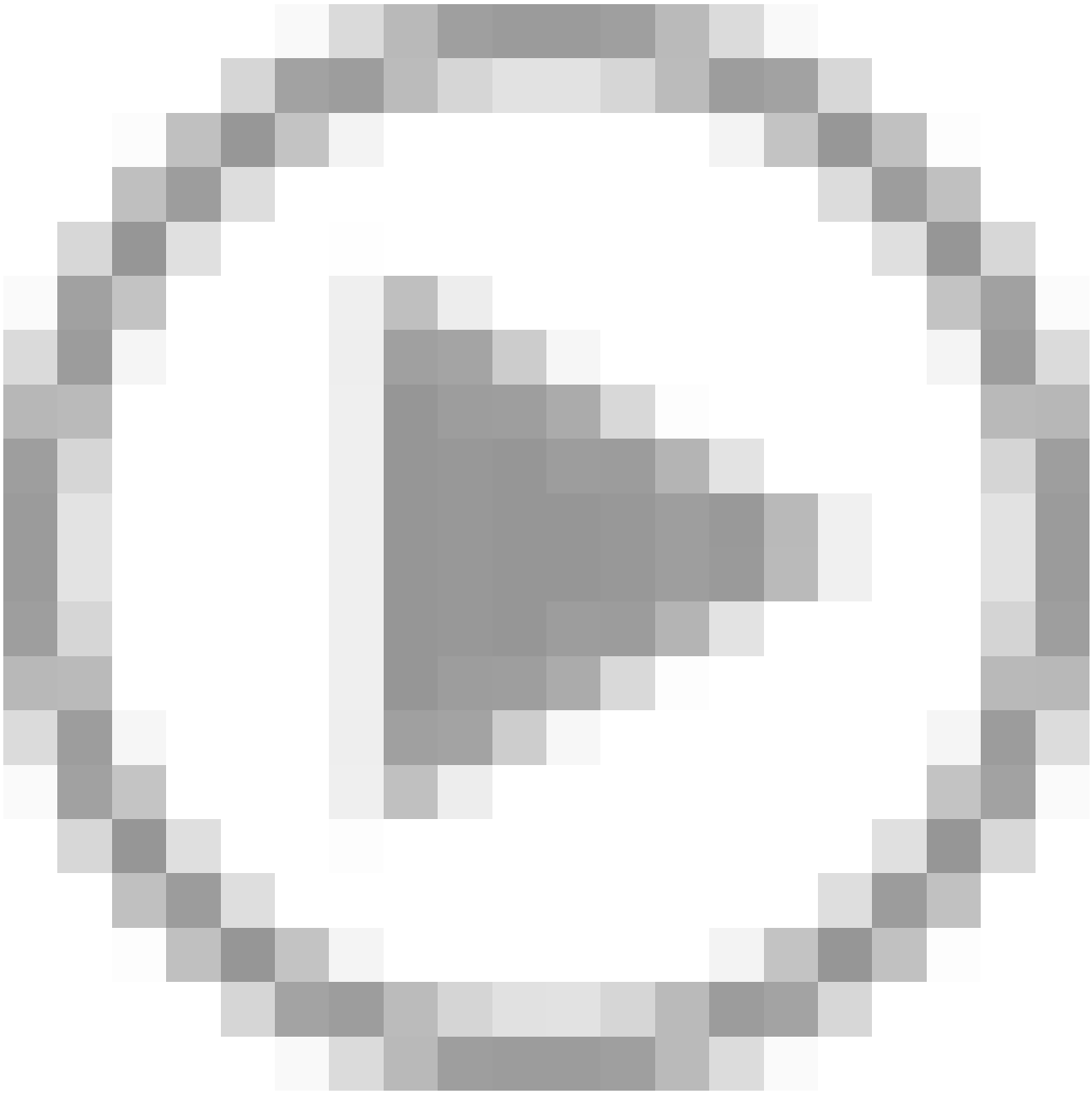
1. Tap

to pause playing the recording. The icon



appears on the phone screen.

2. Tap



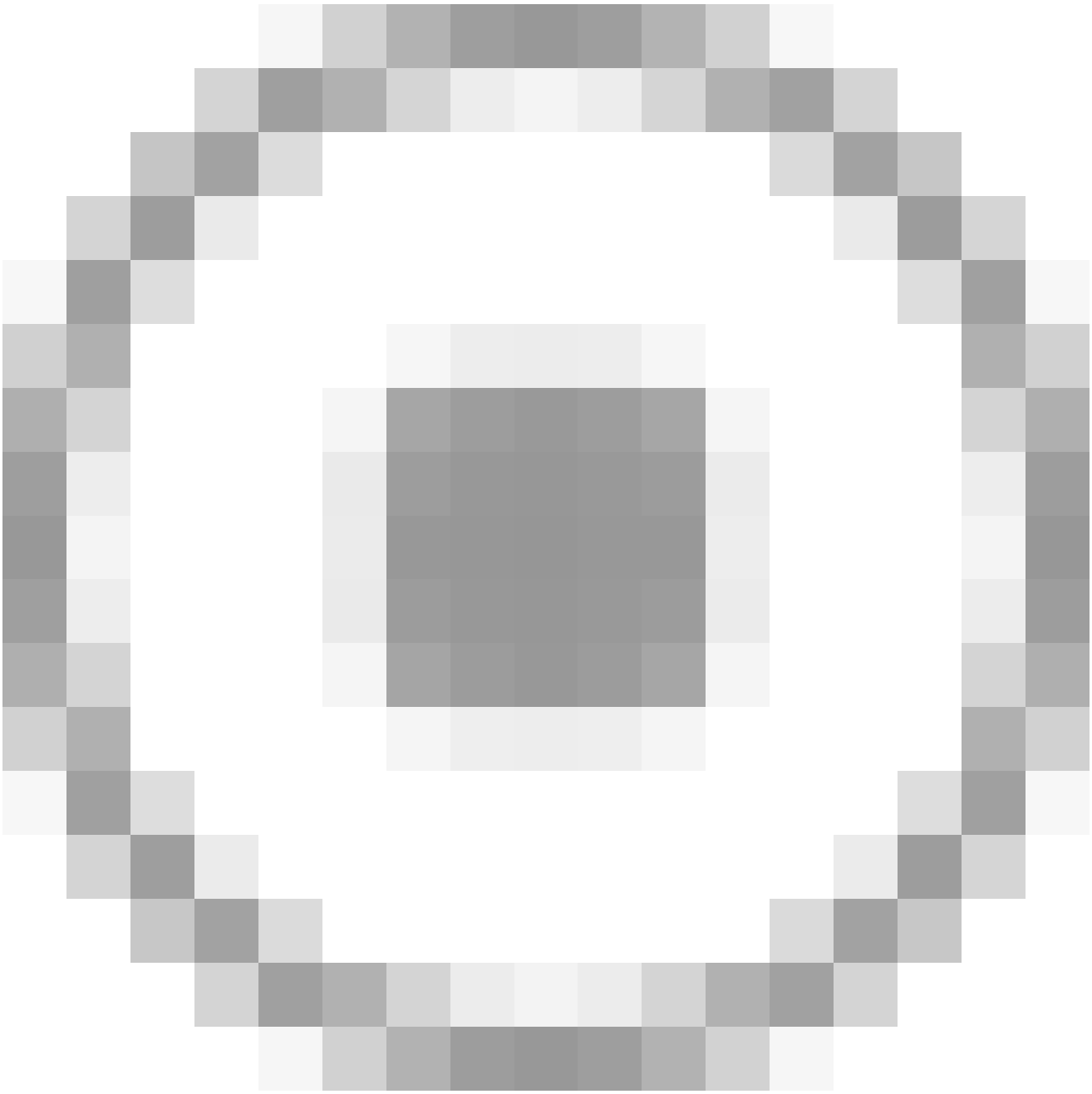
to resume the playback.

Stop Playback

While a recording plays, you can stop playing it at any time.

Procedure

Tap



to stop the playing.

Fast Forward or Rewind Playback

Introduction

While a recorded file plays, you can fast forward or rewind the playback at any time.

Procedure

1. Drag the slider to skip forward through the playing or rewind the playing.
2. If you have set marks for the recorded audio, you can drag the slider to the position with a red flag to listen to the marked moments.

Rename Playback

Introduction

You can rename the recording for better recognition.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Recorder**.
3. Tap after the desired recording.
4. Tap

> **Rename**.

5. Enter the desired file name.
6. Tap **OK**.

Delete Recording

Delete a Recording

You can delete local recordings or call recordings from Recorder. The local recording is named with the prefix "record@ " and date & time stamp, while the call recordings are named with the date & time stamp.

Procedure

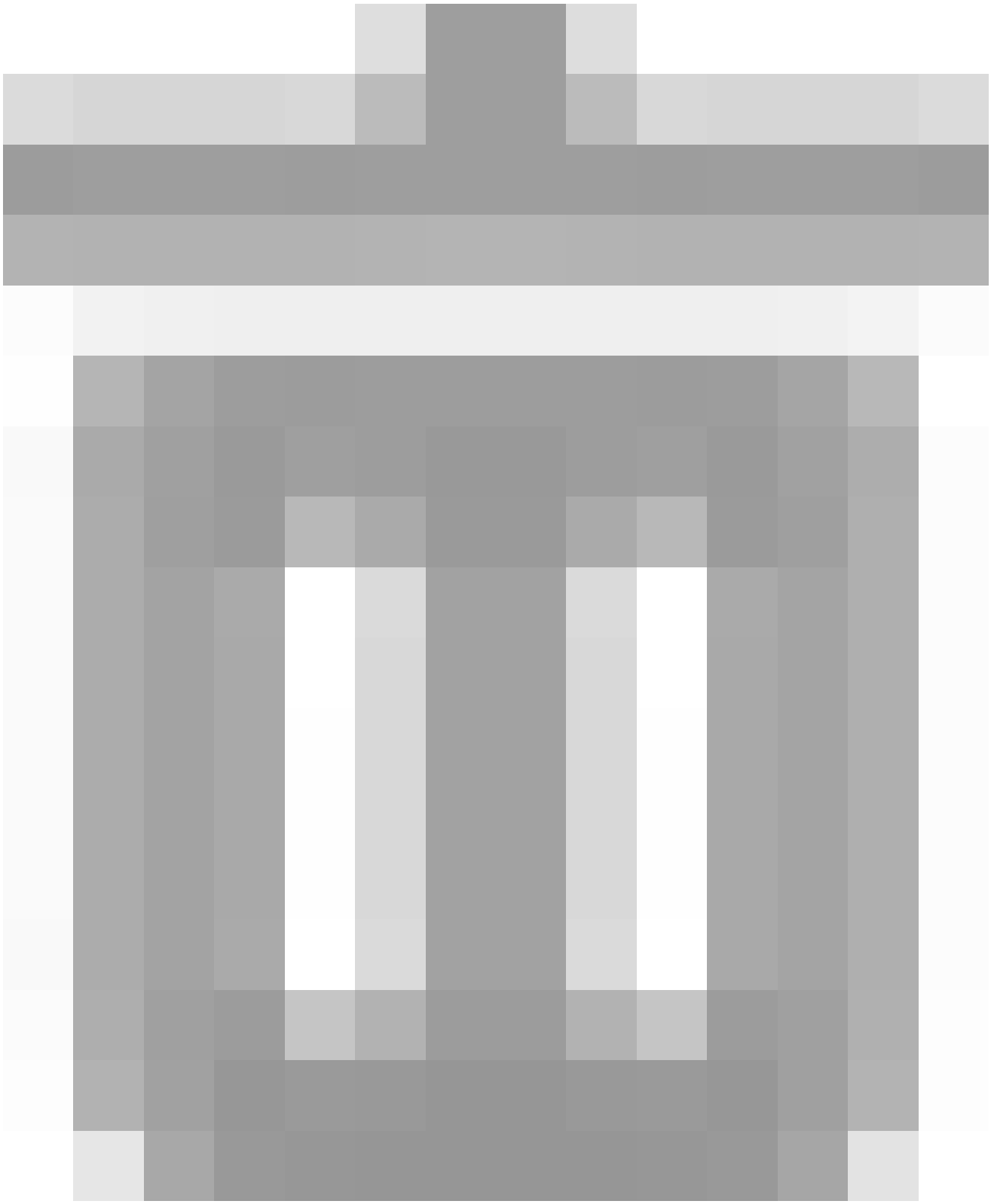
1. Swipe left or right to go to the second idle screen.
2. Tap **Recorder**.
3. Tap after the desired recorded audio.
4. Tap **Delete**.
5. *The phone prompts you whether to delete the audio.*
5. Tap **OK**.

Delete All Recording

You can delete all the recordings when you need additional space.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Recorder**.
3. Tap



.

The phone prompts you to delete all the audio files.

4. Tap **OK**.

Check Storage Space

Introduction

You can check the total space or available space of the phone or connected USB flash drive.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Go to **Settings** > **Status** > **Storage**.

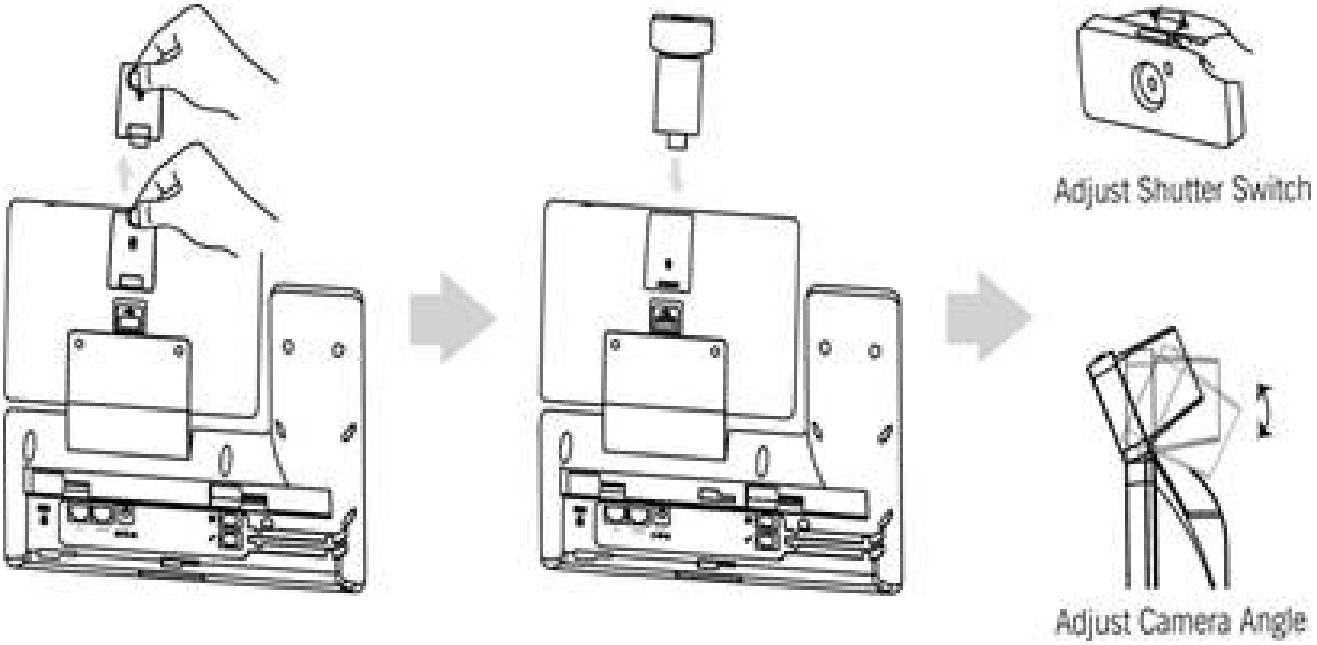
Camera

The phone supports taking pictures and recording videos via the Camera.

The pictures/videos taken by the camera are saved in "*.jpg"/"*.mp4" format with the name consisting of the prefix "IMG/VID " and date & time stamp in the internal SD card. You can view the pictures/videos in the File Manager.

Insert the USB Camera into the Phone

Before using the camera, you should insert the USB camera into the phone. The following introduces how to insert the camera into the T58A phone.



> The phone only supports the Yealink original USB camera. You should purchase it separately for T58A/T58W/T58W Pro smart media phone.

Take Pictures

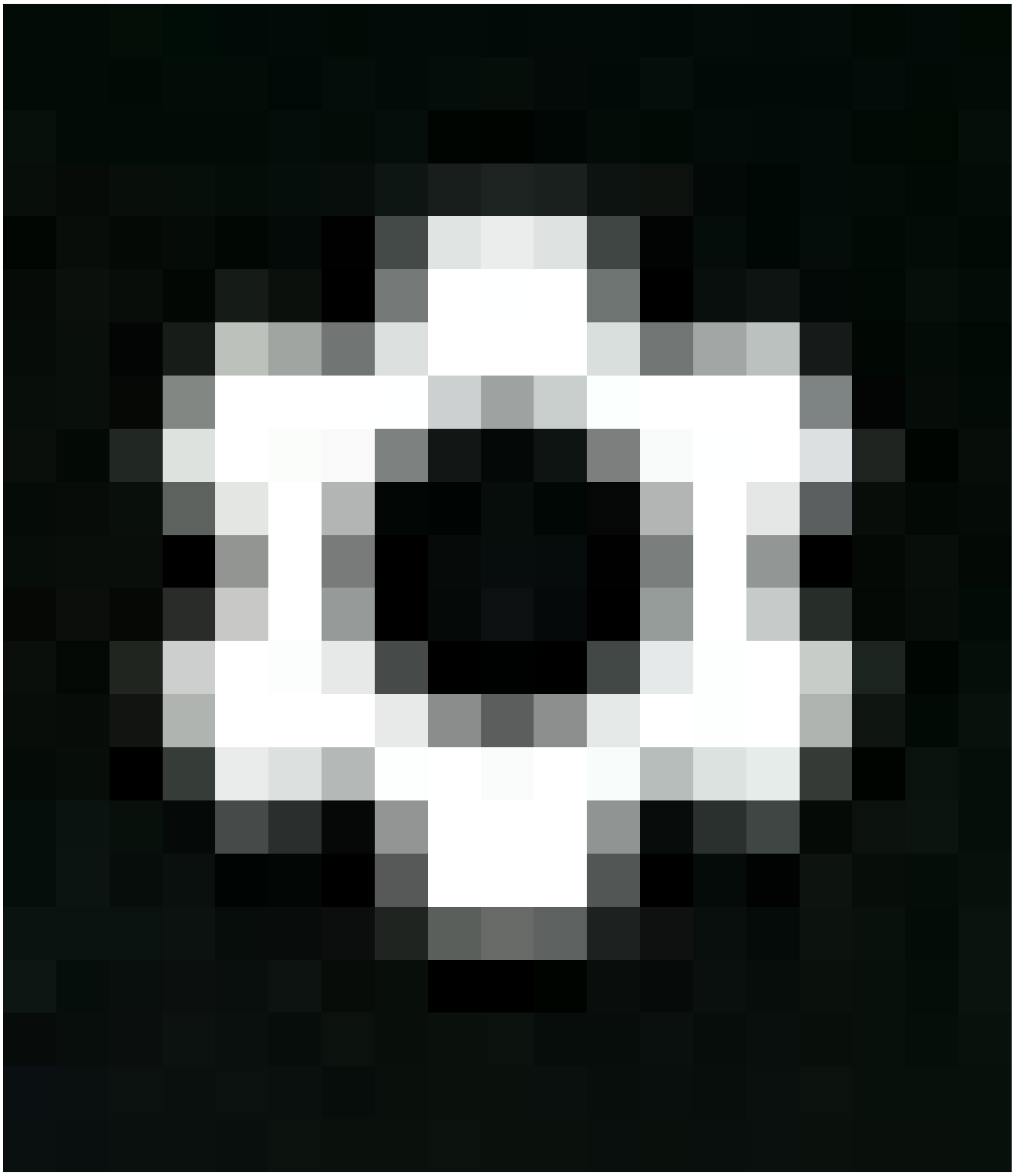
You can easily take pictures with the **Camera** when the phone is on the idle screen.

Before You Begin

Make sure you have inserted the camera into the phone.

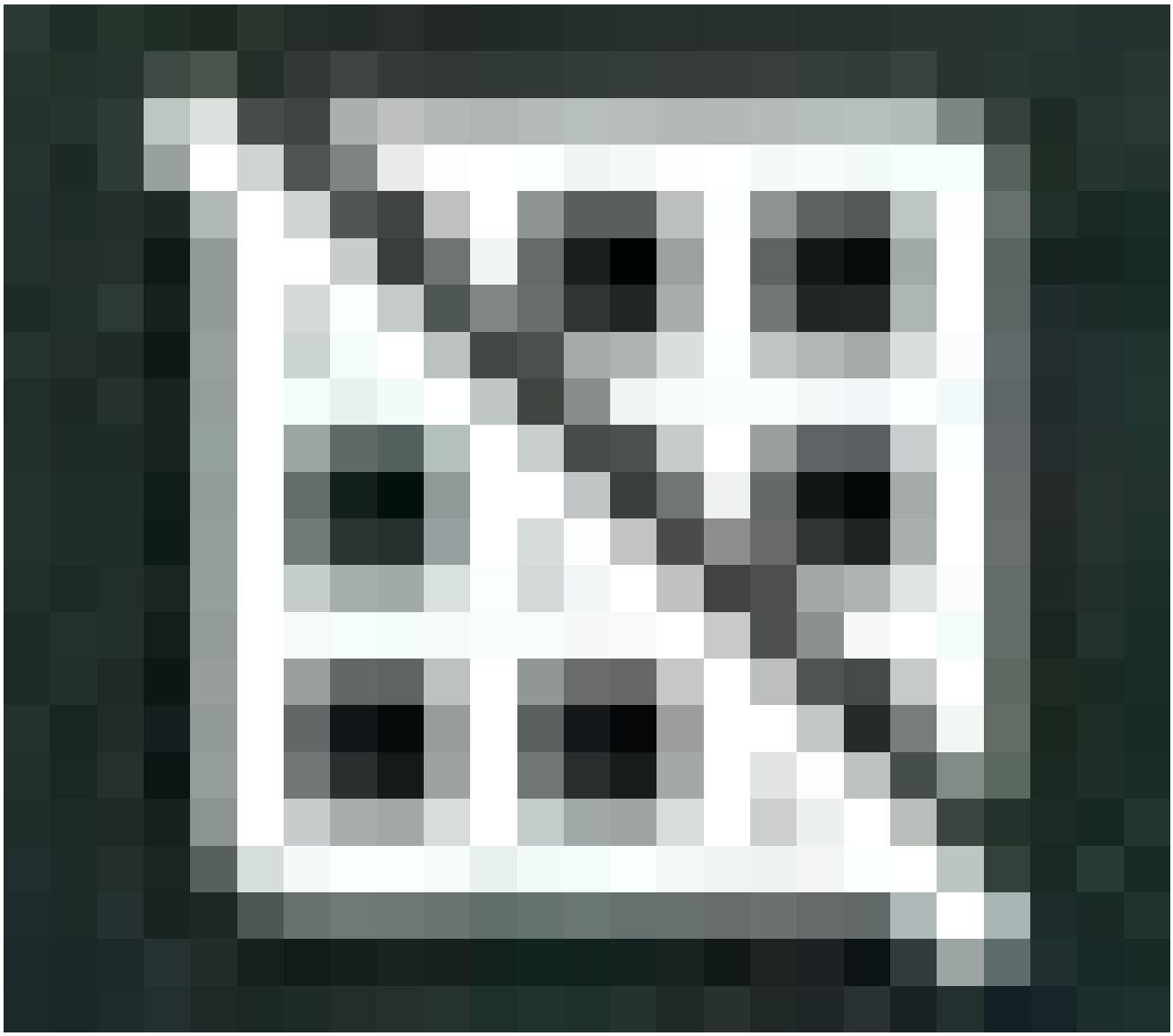
Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Camera**.
3. (Optional) Tap



, and then do the following:

- Tap

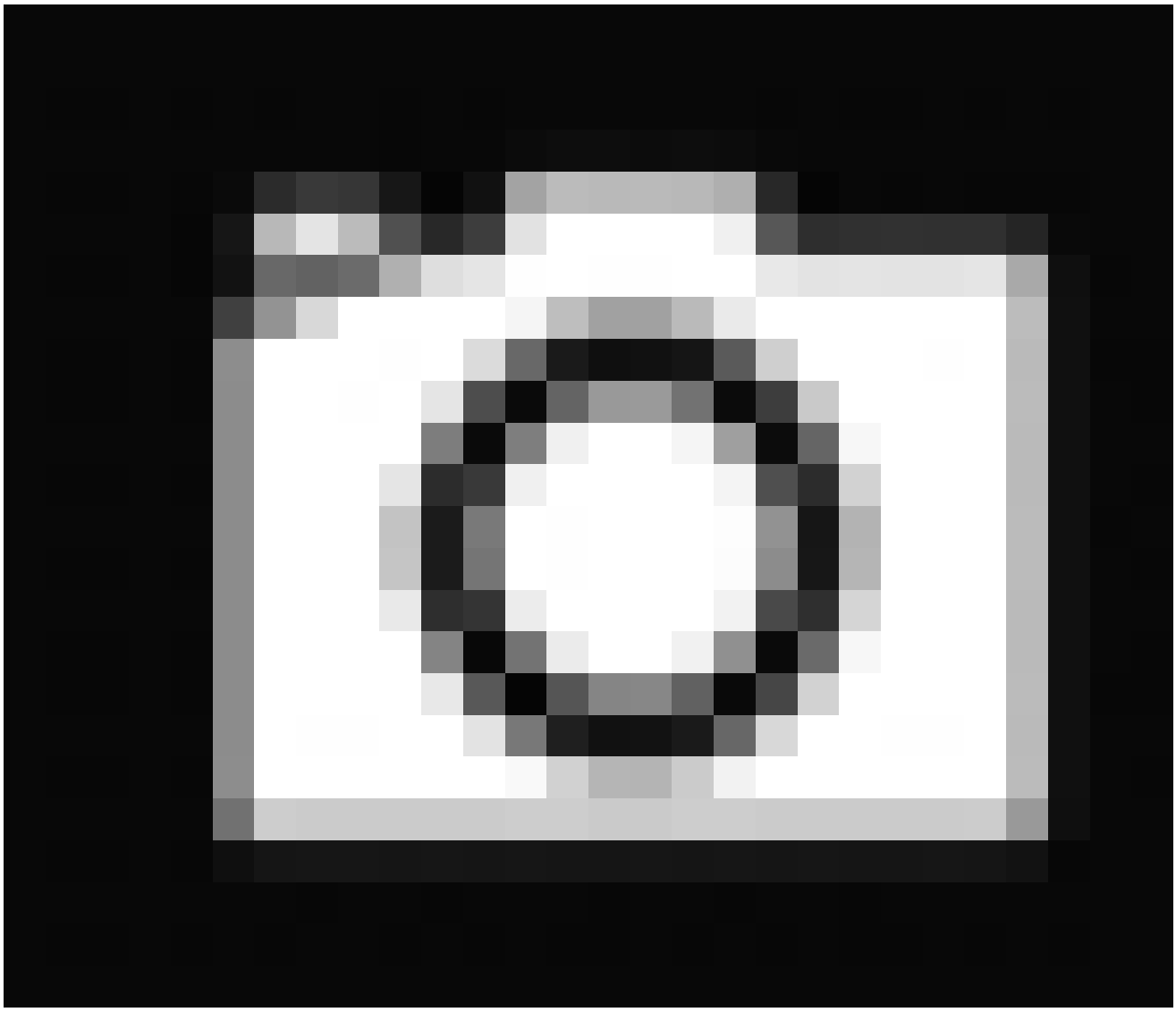


to turn on the camera grid.

- Tap

to configure the camera timer.

1. Tap



to take a picture.

You can swipe left to view all pictures or videos taken by the camera.

Record Videos

You can easily record videos with the **Camera** when the phone is on the idle screen.

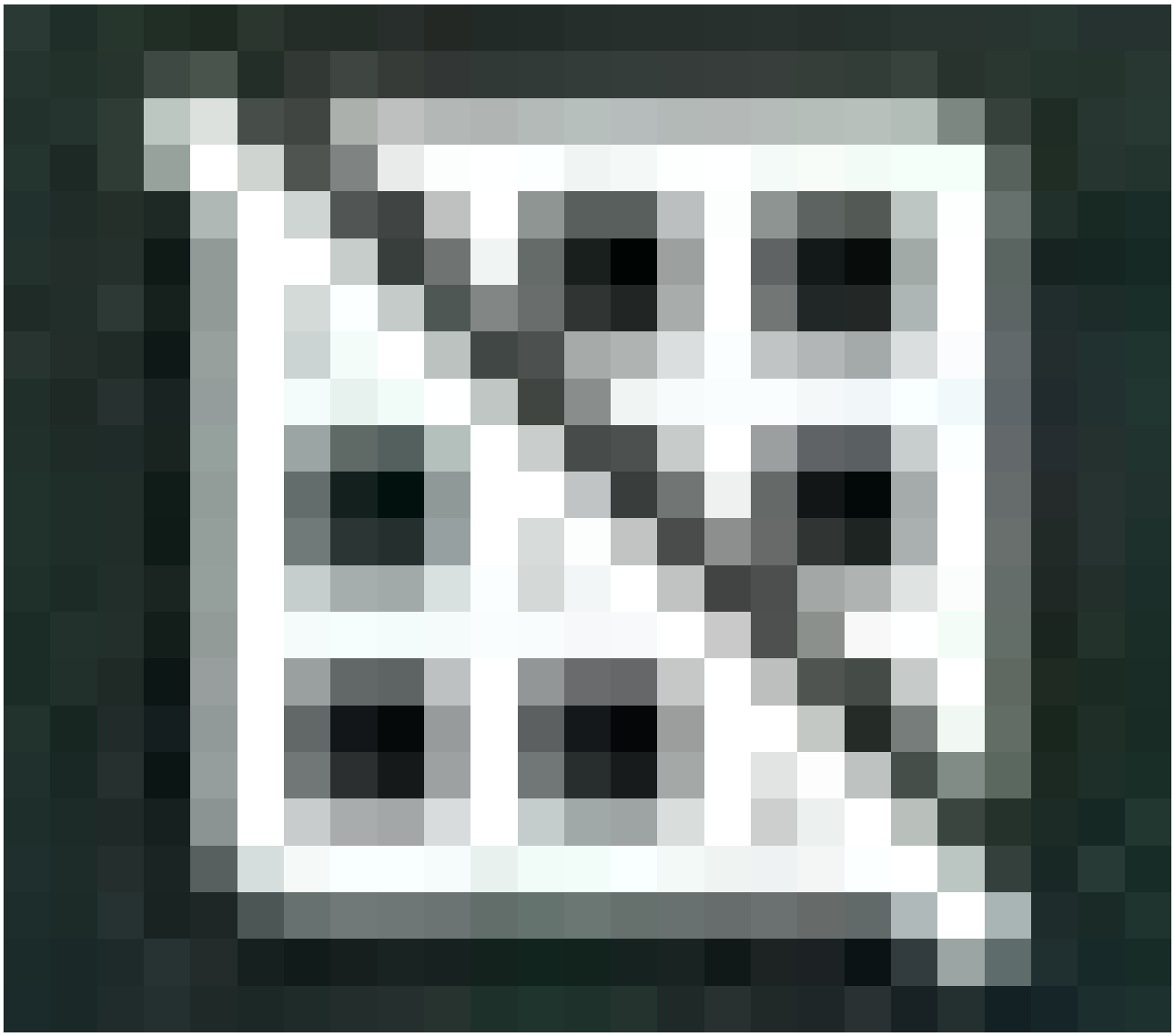
Before You Begin

Make sure you have inserted the camera into the phone.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Camera**.
3. Swipe right, and then select **Video**.
4. (Optional) Tap

>



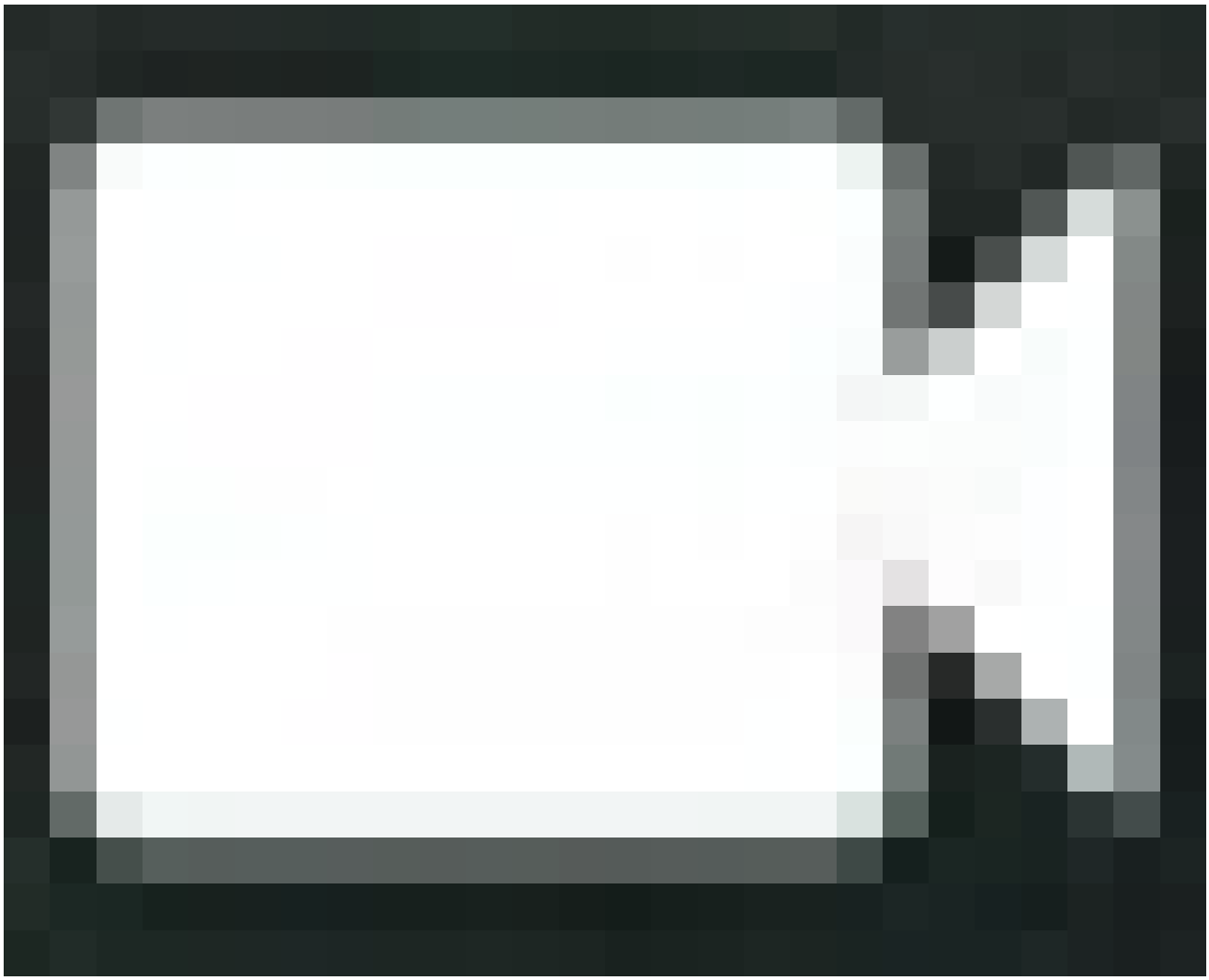
to turn on the camera grid.

5. (Optional) Tap

>

to set the time delay.

6. Tap



to start recording.

7. *The recording time will appear on the upper left of the phone screen.*
7. Tap

to stop recording.

8. You can swipe left to view all videos taken by the camera.

Camera Settings

After you insert the USB camera into the phone, you can set the camera to get a better photo effect.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Camera**.
3. Swipe right, and tap on the upper-right of the phone screen.
4. You can do the following:
   - Tap **Resolution & quality** to configure the resolution of the camera.
   - Tap **Advanced** to configure whether to use manual exposure.

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Email

You can use the Email to access your personal or business email account and send/receive emails.

Log in to Email

When launching the Email for the first time, a wizard will be provided for you to set up the email account step by step.

Procedure

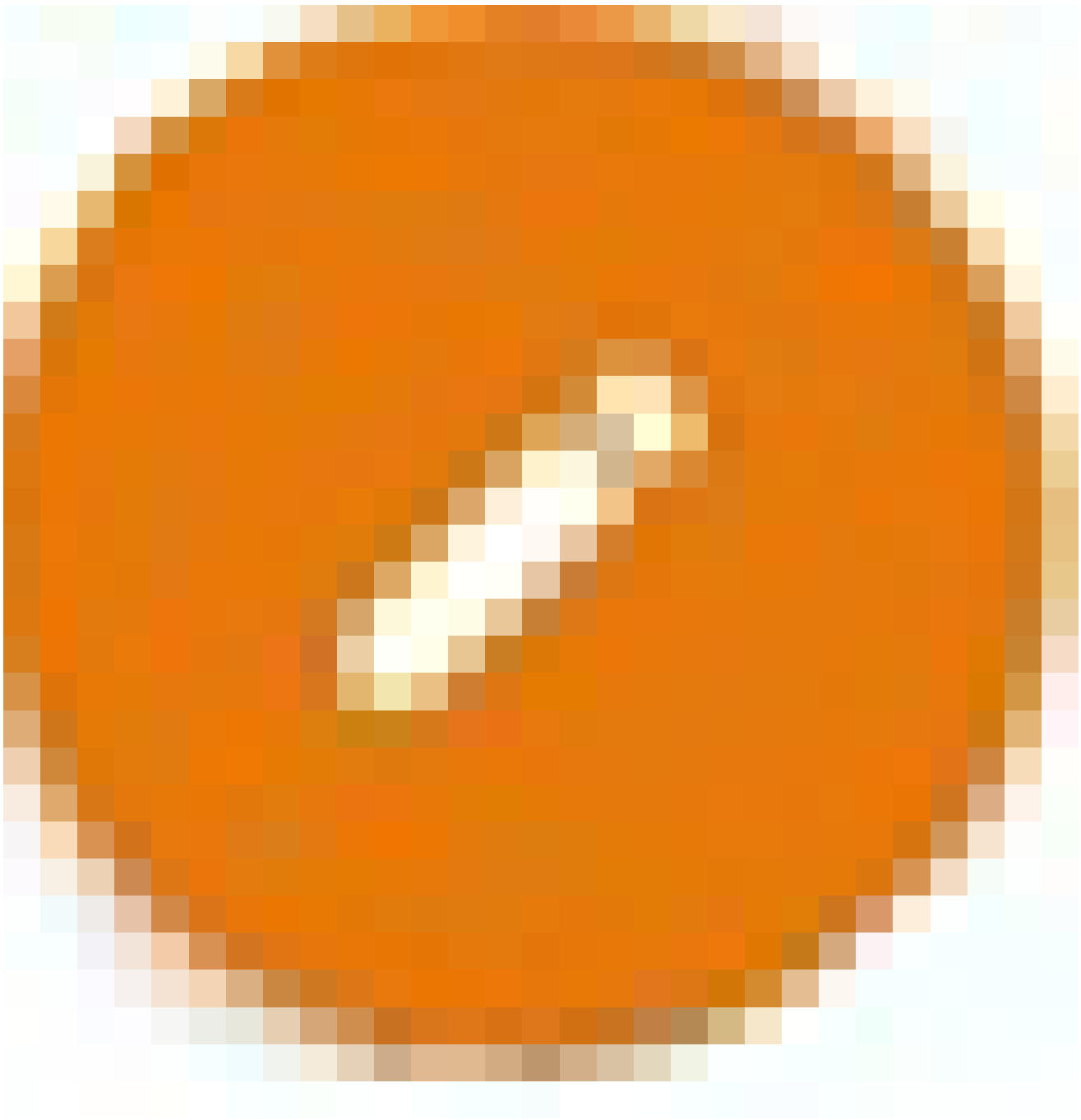
1. Do one of the following:
   - Swipe left or right to go to the second idle screen.
   - Tap **Email**.
   - Swipe left or right to go to the third idle screen.
   - Tap the email widget.
2. Sign in email according to the setup wizard.

Send Emails

You can easily send emails on your phone.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Email**.
3. Tap



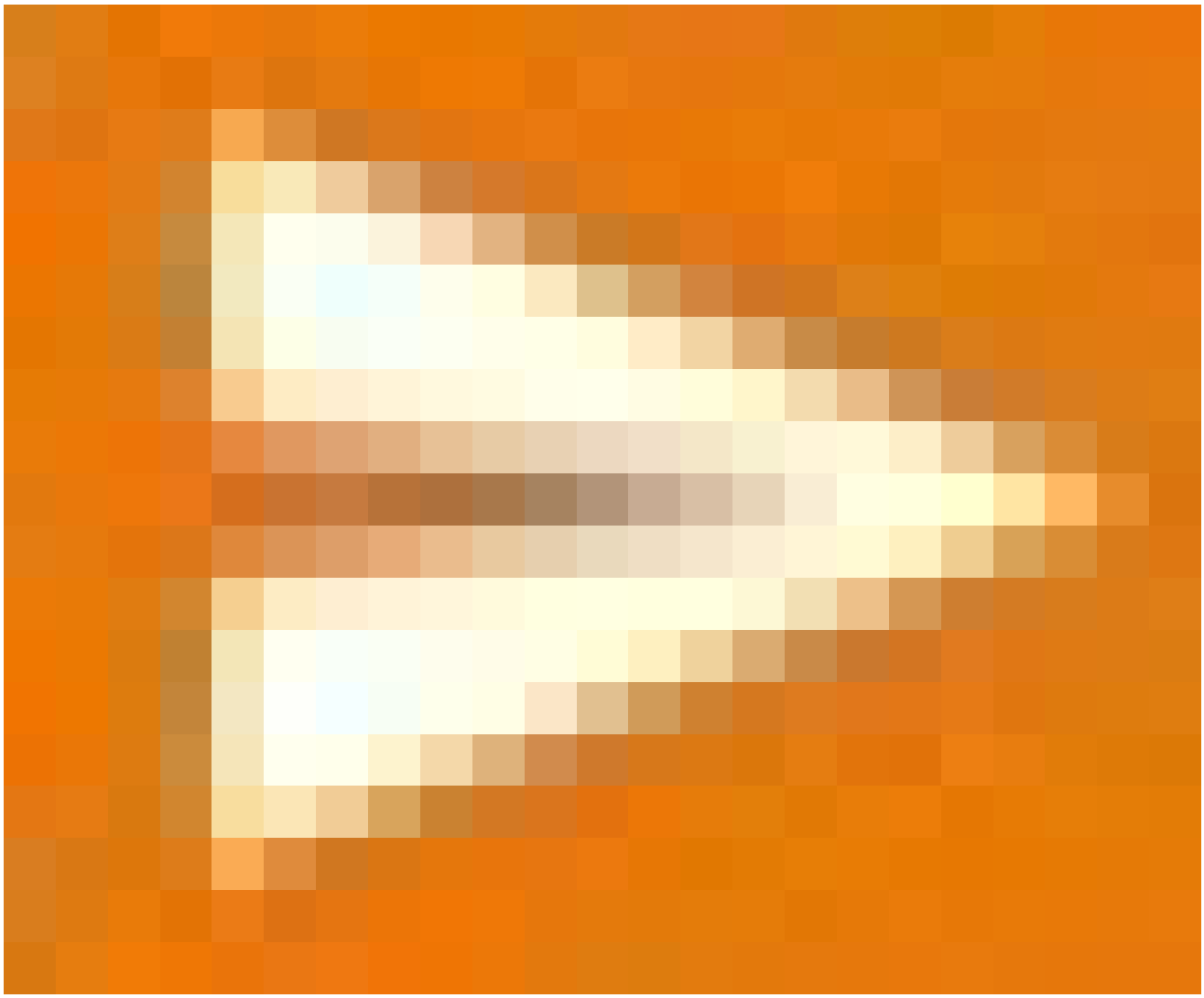
.

4. Compose the email.
5. Enter the email account you want to send the email to in the To field.
6. (Optional) Enter the email subject in the **Subject** field.
7. (Optional) Tap

and then tap **Attach file** to add a file as a mail attachment.

8. *The attachment size must be within 5 MB.*

8. Tap



to send the email.

Read Emails

If there is an incoming email, the phone will play a warning tone, and a notification will appear on the notification center. You can tap the notification to read the email.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Email**.
3. If the email you want to read is not in the inbox, you can tap on the top left of the phone screen to select the folder that contains the email you want to read.
3. Tap the desired email to read.

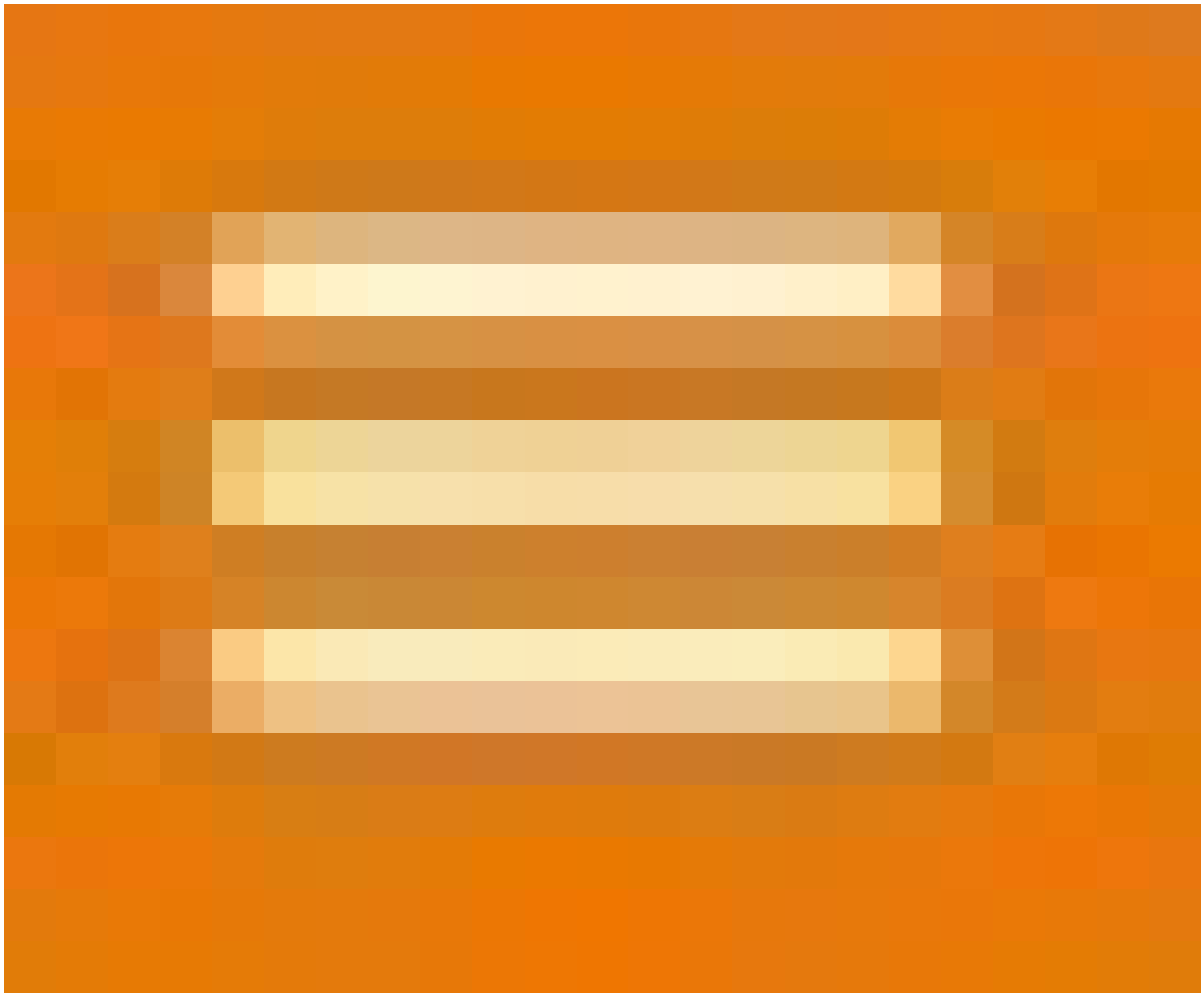
Delete Emails

You can delete useless emails from Email.

Procedure

1. Swipe left or right to go to the second idle screen.

2. Tap **Email**.
3. If the email you want to delete is not in the inbox, you can tap



on the top left of the phone screen to select the folder that contains the email you want to delete.
3. Long tap the desired email.
4. Tap

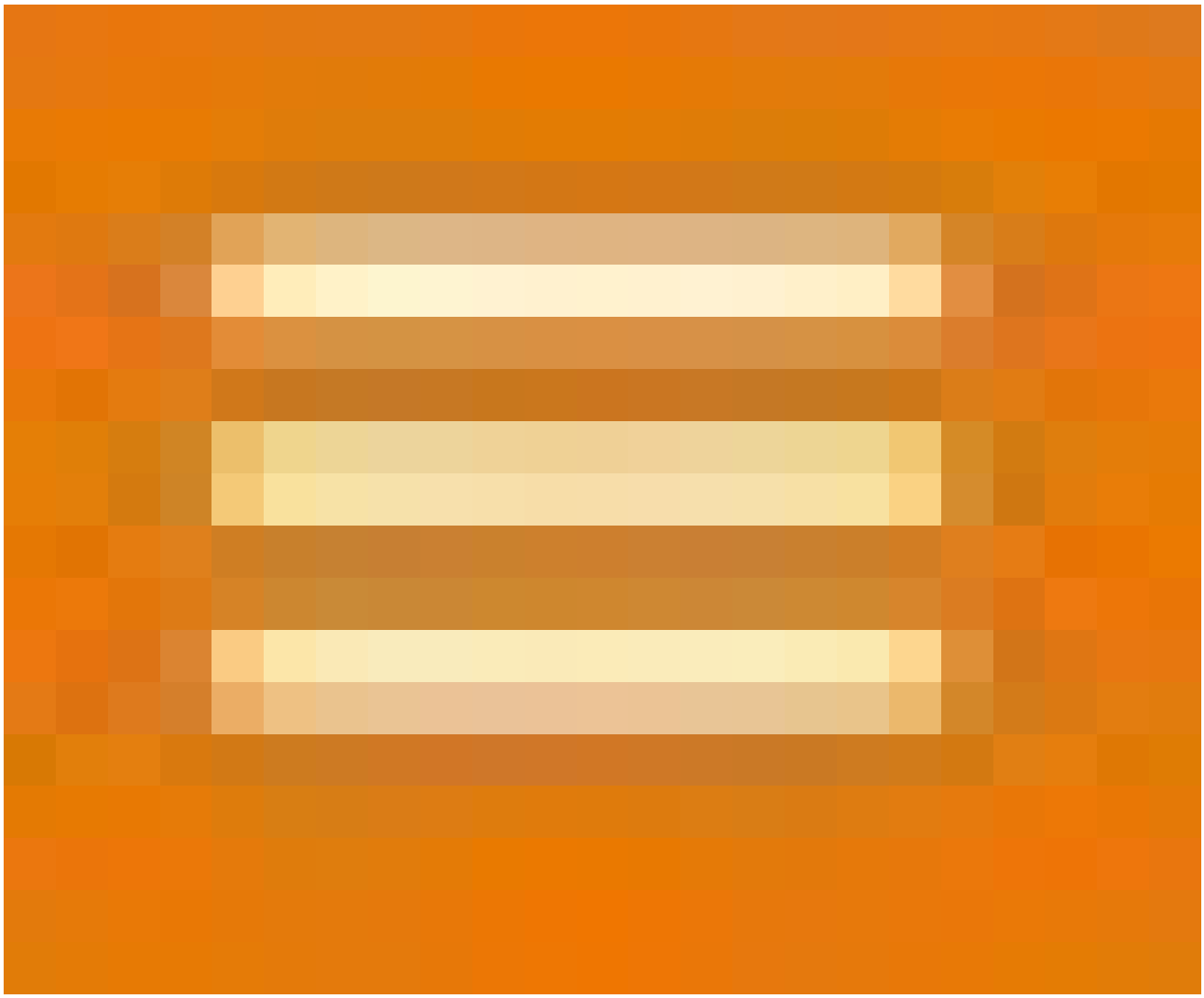
.

Mark/Print Email

You can mark, print, and star the email.

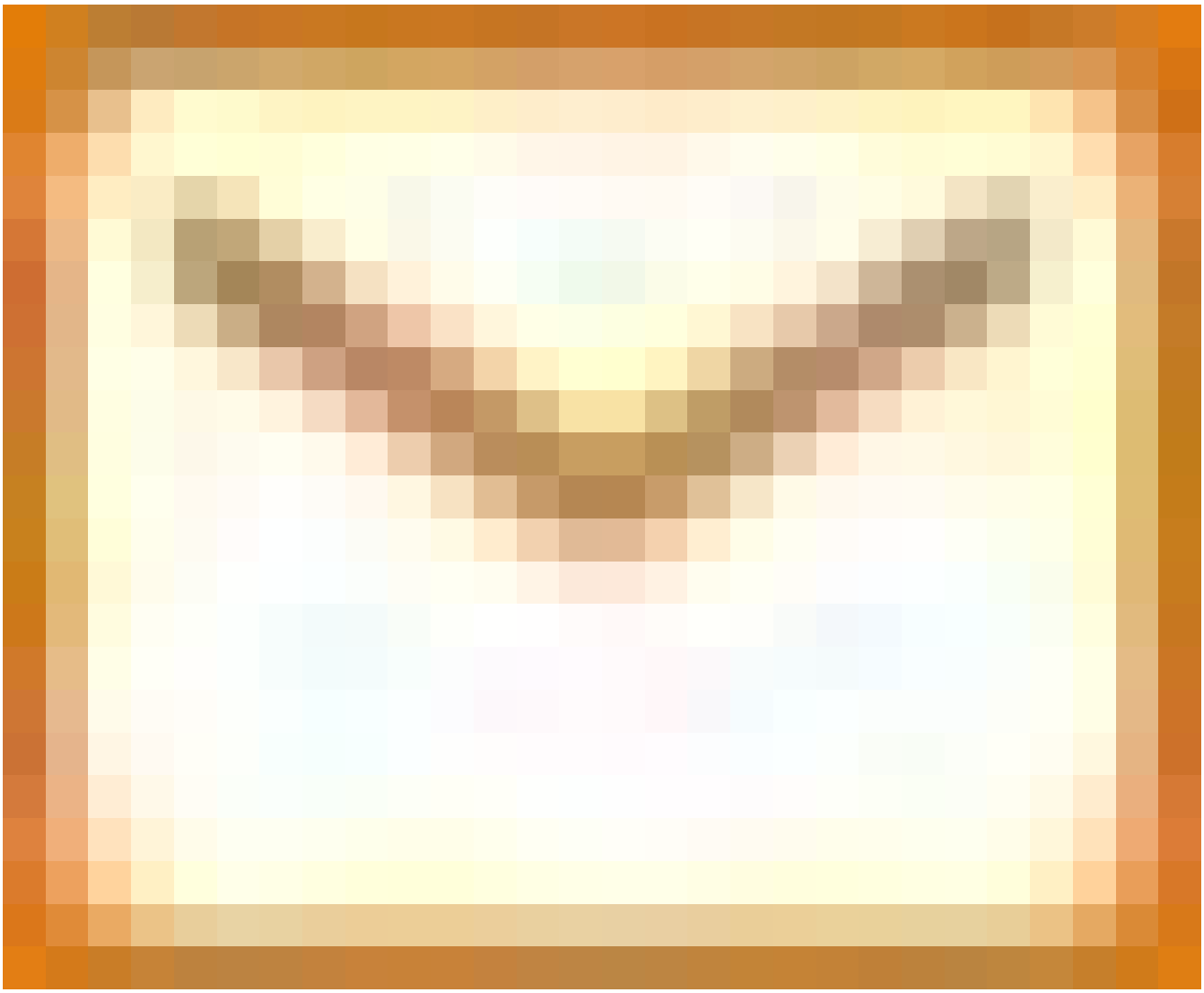
Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Email**.
3. If the email you want to configure is not in the inbox, you can tap

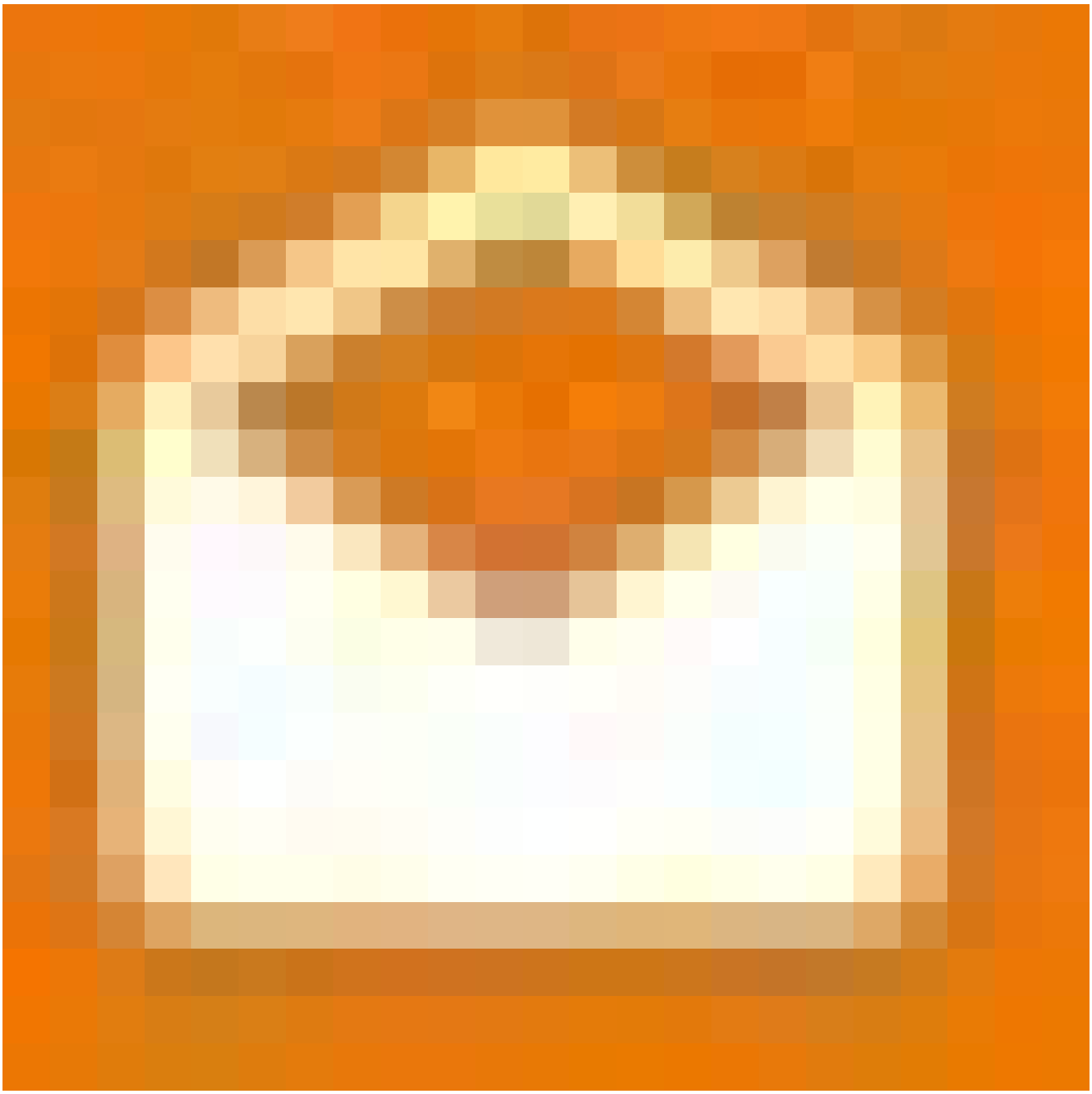


on the top left of the phone screen to select the folder that contains the email you want to configure.

3. You can do the following:
   - Tap



/



to mark the email as unread/read.

- Tap

> **Print** to print the email.

- Long tap the desired email.
- Tap

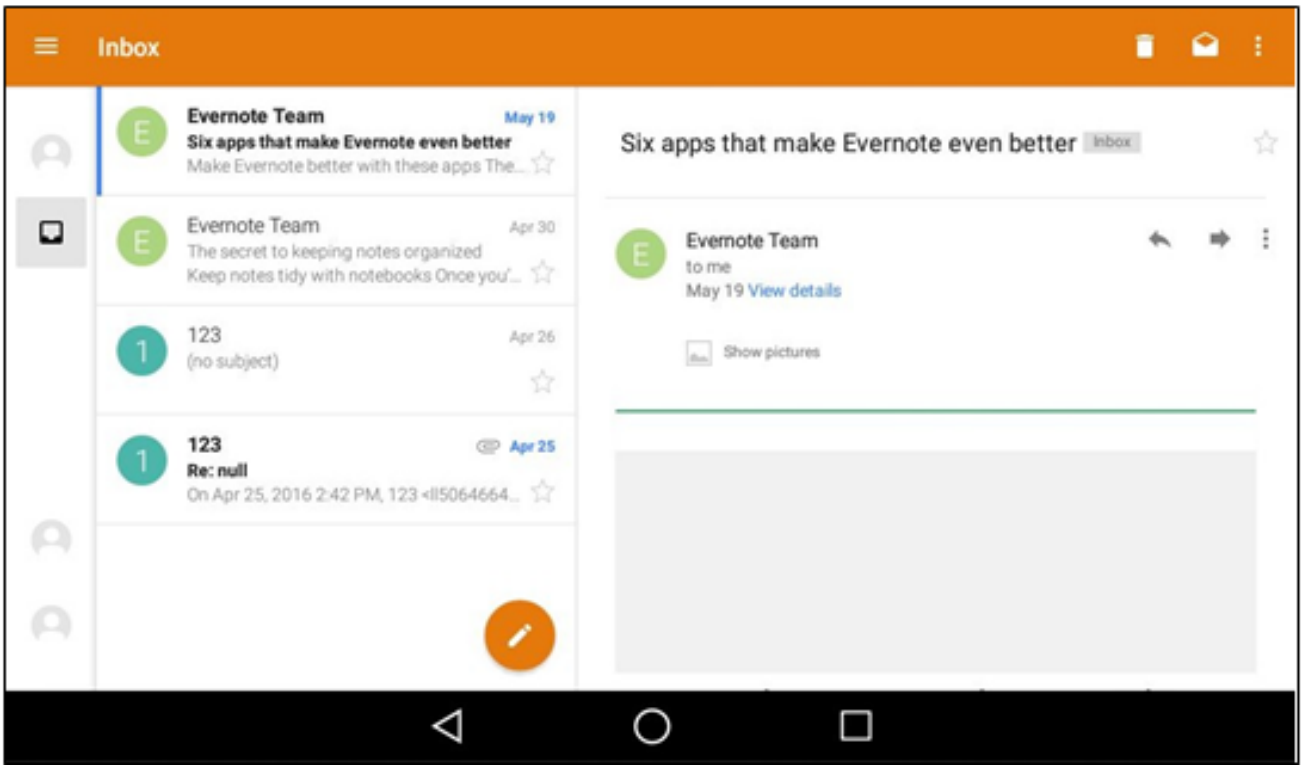
> **Add star** to star the email.

Add Multiple Email Accounts

You can add more than one email account to the phone.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Email**.
3. Tap on the top left of the phone screen.
4. Go to **Settings** > **Add account**.
5. Add the account according to the setup wizard.
6. *Once another email account is successfully added, the phone screen will display as below:*



You can tap

on the bottom left of the phone screen, to switch between the email accounts.

Use Email Widget

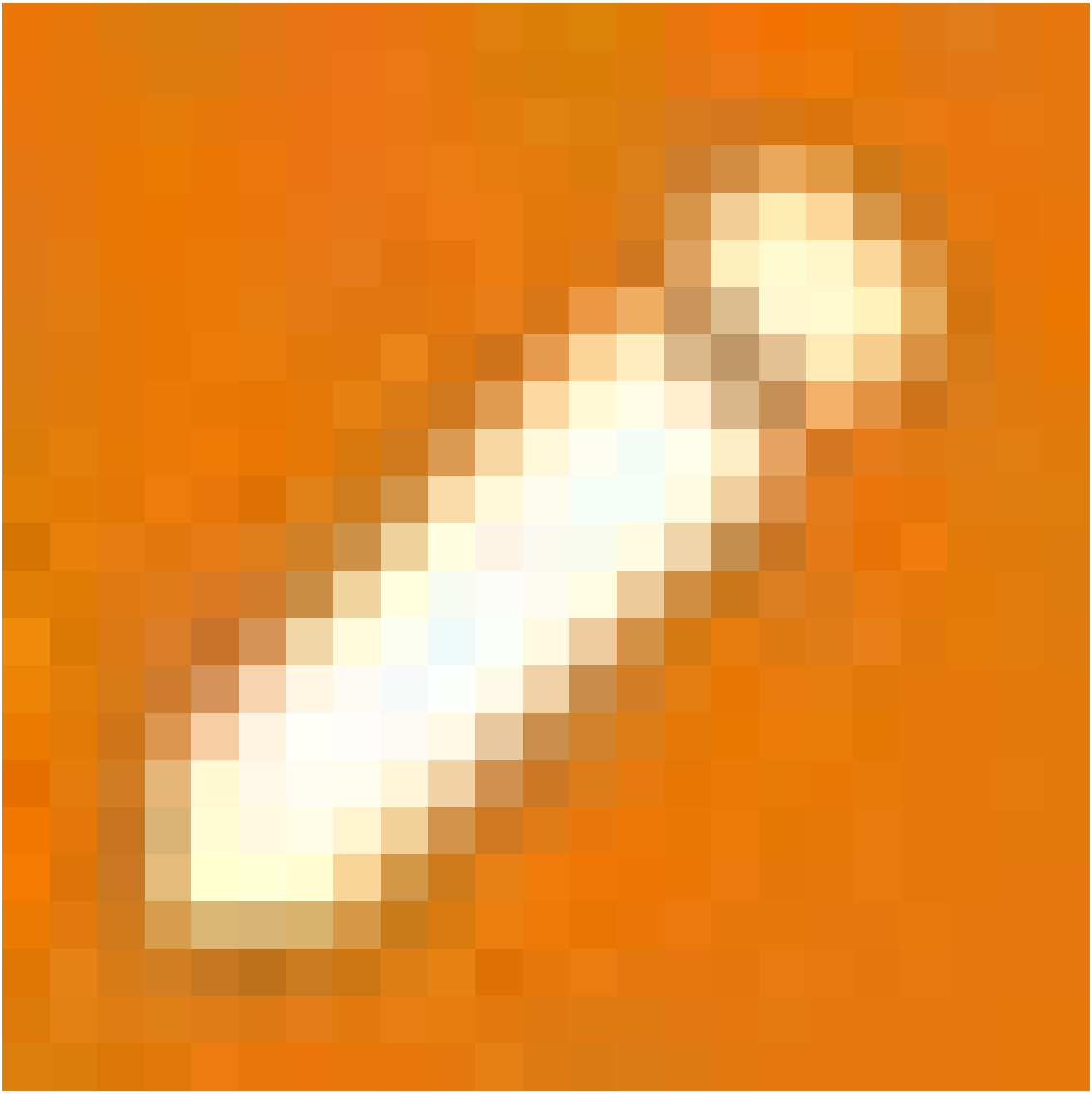
After you sign in to the email, you can choose the desired folder to display on the widget.

If you add an email widget to display the unread emails, and you want the widget to display the incoming emails, you should add a new widget.

Procedure

1. Swipe left or right to go to the third idle screen.
2. Tap the email widget.
3. Tap the desired account if you have more than one email account.
4. Tap the desired folder to display on the widget.
5. *If you select **Inbox**, the email widget will display as below:*

You can drag up and down to scroll through emails in the inbox folder and tap the desired email to view. You can also tap



on the top-right of the widget to compose and send an email.

Send Files via Email

The **Gallery** and **File Manager** support data transfer via Email. You can send pictures, audio, or videos as mail attachments to another account.

Browser

The use of a Browser is similar to a PC's web browser, which allows you to browse web pages, set bookmarks, set home pages, clear history records, and so on.

Browse Web Page

You can use the **Browser** just like normal browsers to browse websites.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Browser**.
3. Enter a part of the URL in the address input field of the browser.
4. The phone will automatically retrieve and list similar websites.
4. Tap the website you want to visit, or enter the full URL, then tap **Go** on the onscreen keyboard to browse the web page.

Manage Bookmarks

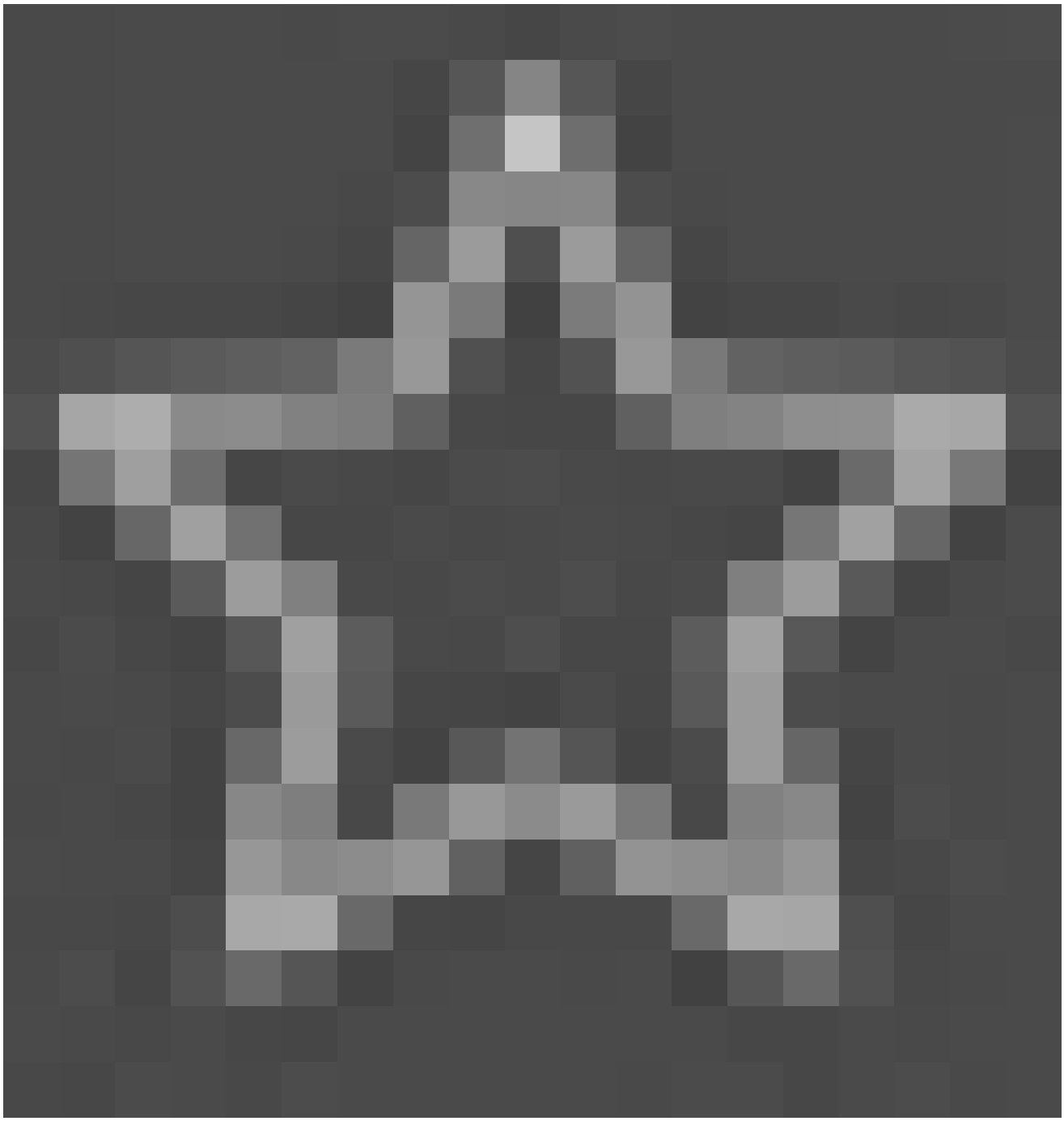
You can bookmark the web pages that you frequently visit.

Add Web Page to Bookmarks Library

You can bookmark a web page so you can access it from the Bookmarks Library directly.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Browser**.
3. Access the web page you want to bookmark.
4. Tap



.

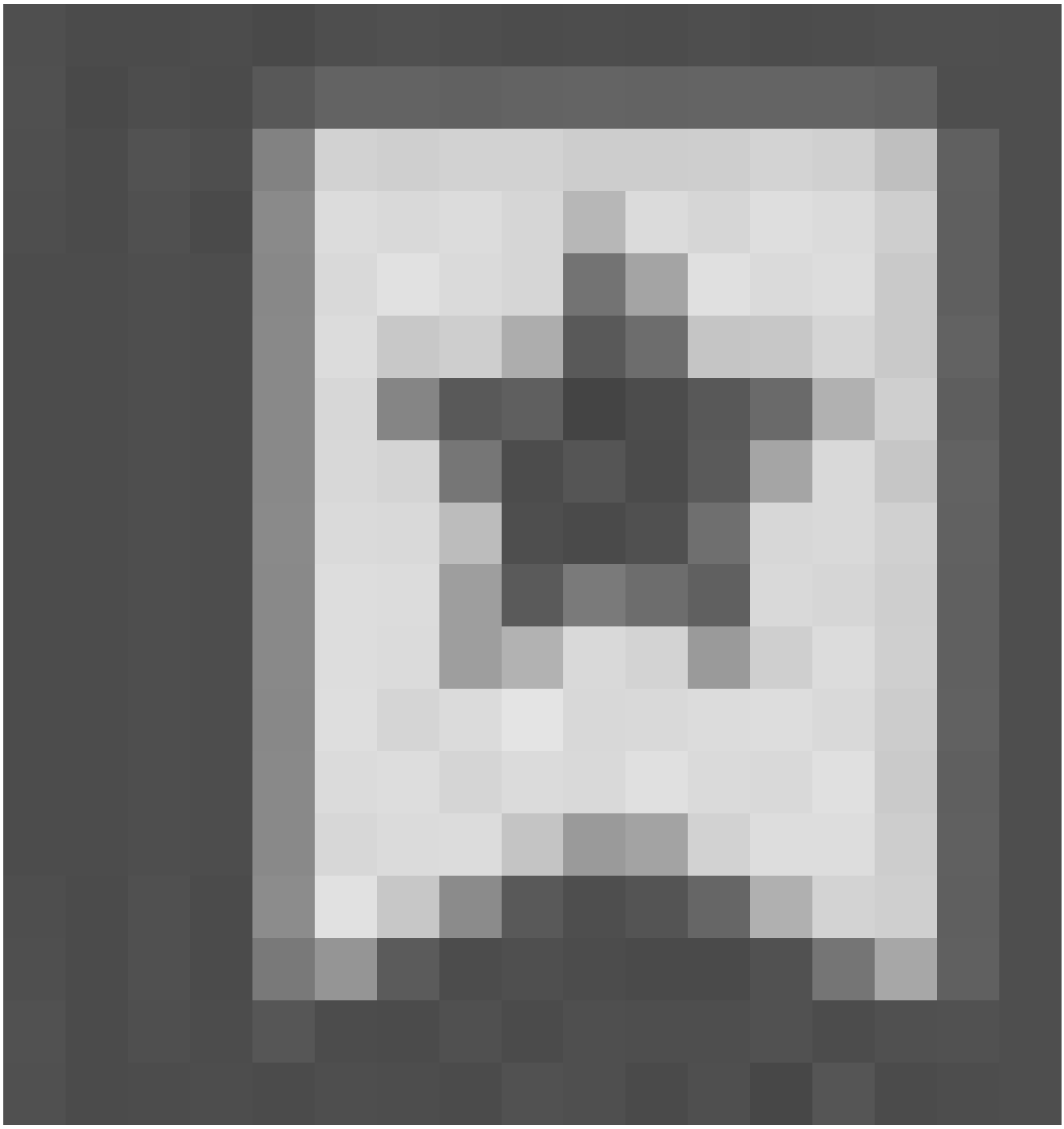
5. Edit the details of your bookmark.
6. Tap **OK**.
7. The web page is added to the BOOKMARKS Library.

Access Web Page from Bookmarks Library

You can quickly visit the web page from the Bookmarks Library.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Browser**.
3. Tap



to access the **BOOKMARKS** list.

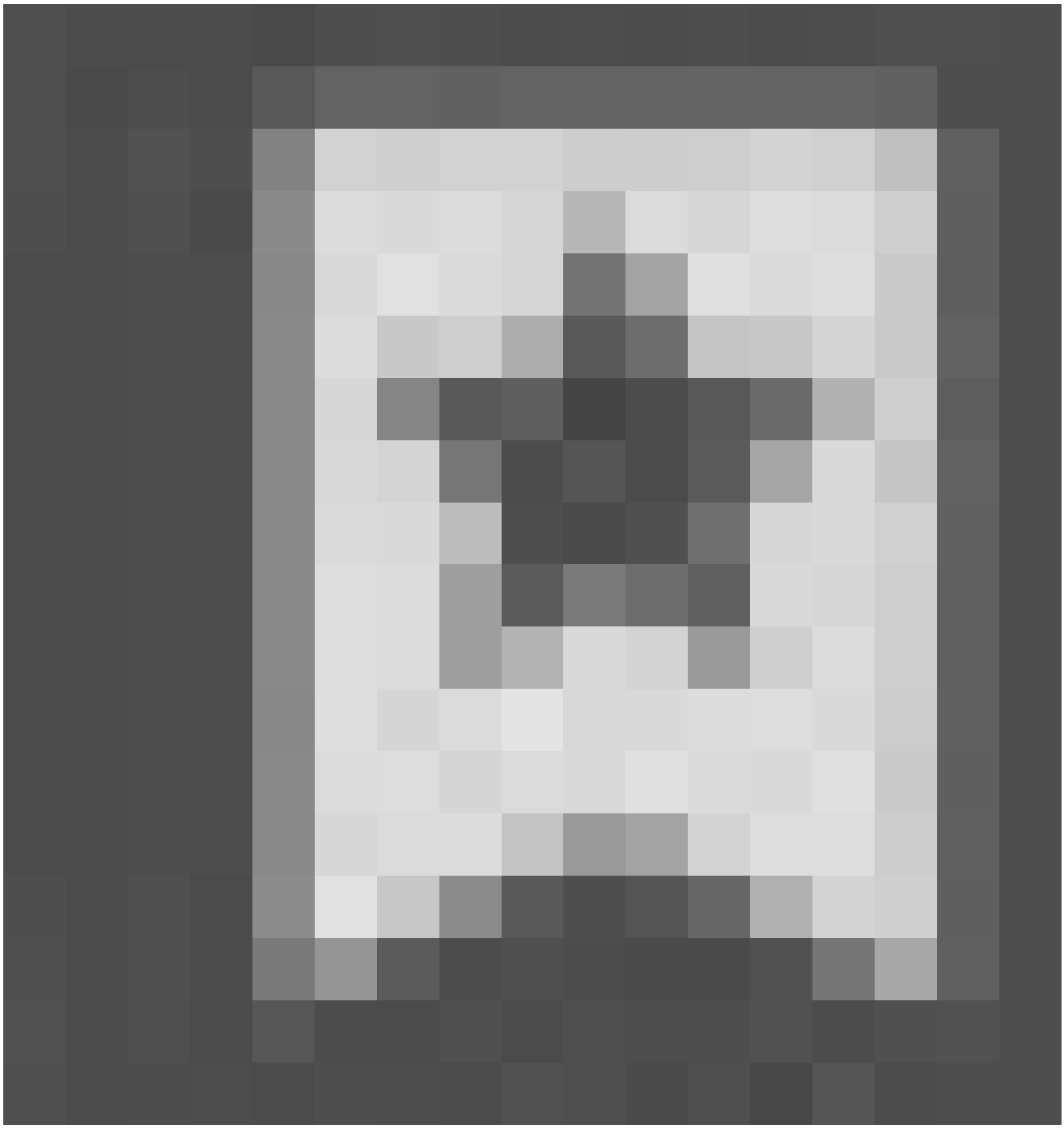
4. A list of web pages that you've bookmarked will appear.
4. Tap the web page you want to visit.

Edit Bookmark

You can edit the details of your bookmark for better recognition.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Browser**.
3. Tap



to access the **BOOKMARKS** list.

4. A list of web pages that you've bookmarked will appear.
4. Long tap the bookmark you want to edit.
5. Tap **Edit bookmark** in the pop-up dialog box.
6. Edit the bookmark.

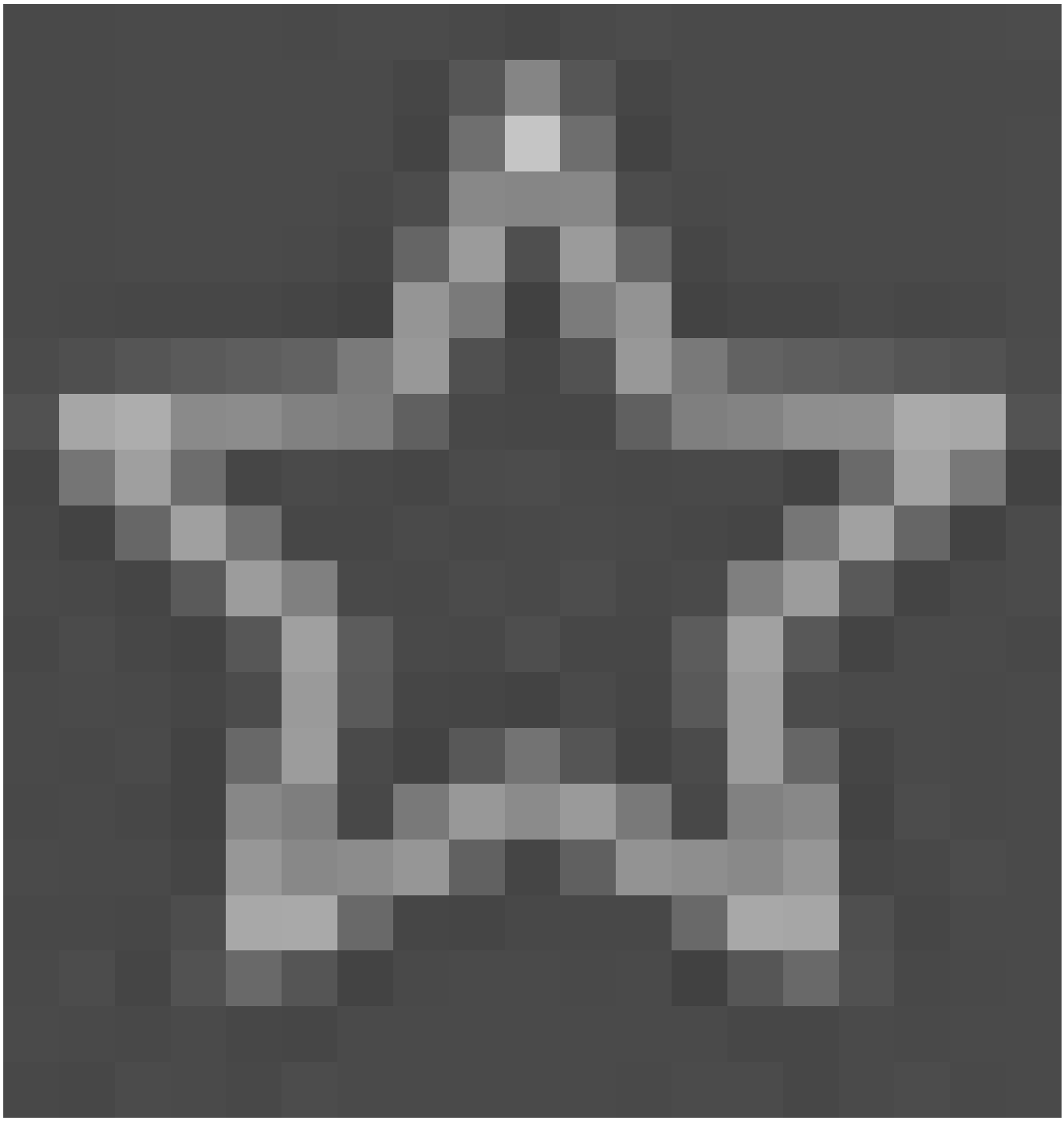
7. Tap **OK**.

Delete Bookmark

When you do not need the bookmark anymore, you can delete it.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Browser**.
3. Tap



to access the **BOOKMARKS** list.

4. *All pre-configured bookmarks are on the list.*
4. Long tap the bookmark you want to delete.
5. Tap **Delete bookmark** in the pop-up dialog box.
6. Tap **OK**.

Modify Browser Settings

You can modify the browser settings to customize your Browser.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Browser**.
3. Tap

> **Settings**.

4. Customize the browser style you prefer.

Set Home Page

You can set the web page you visit most frequently as the home page. This web page opens automatically each time you open the browser.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Browser**.
3. Tap

> **Settings** > **General** > **Set homepage**.

4. Tap the web page you want to set as the home page in the pop-up dialog box.

> You can also long tap a web page in **Set** as homepage.

Clear Navigation History

You can periodically clear your navigation history to protect your privacy and prevent information disclosure.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Browser**.
3. Go to

> **Settings** > **Privacy & security** > **Clear history**.

4. The phone screen prompts you to delete the browser navigation history or not.

4. Tap **OK**.

Calendar

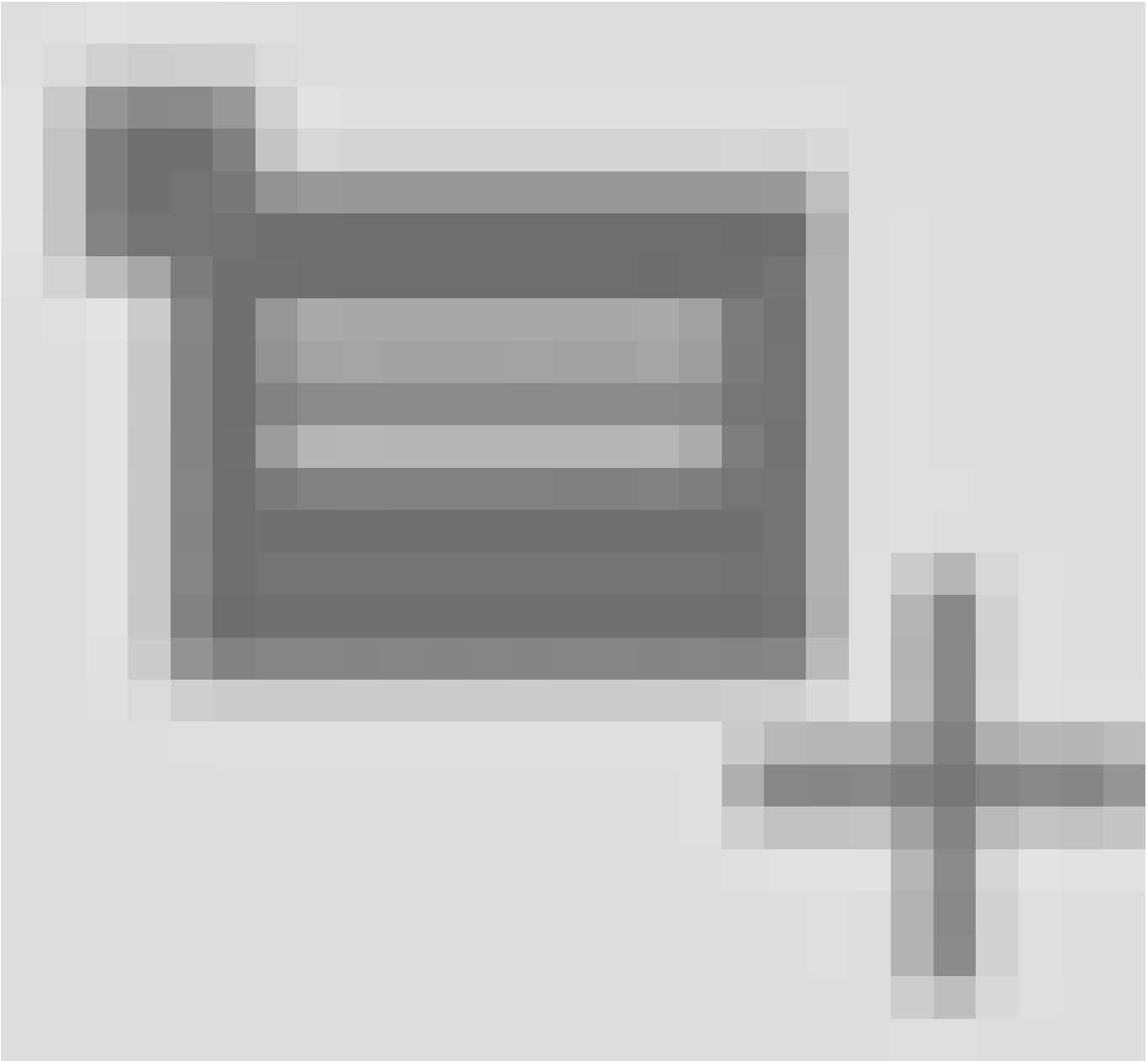
You can use the **Calendar** to synchronize events from your email account as well as create, modify, and view the events.

Sign in to Calendar

Before creating an event, you should sign in to the calendar with an email account first. If you have registered an account on the **Email** already, you can skip this step.

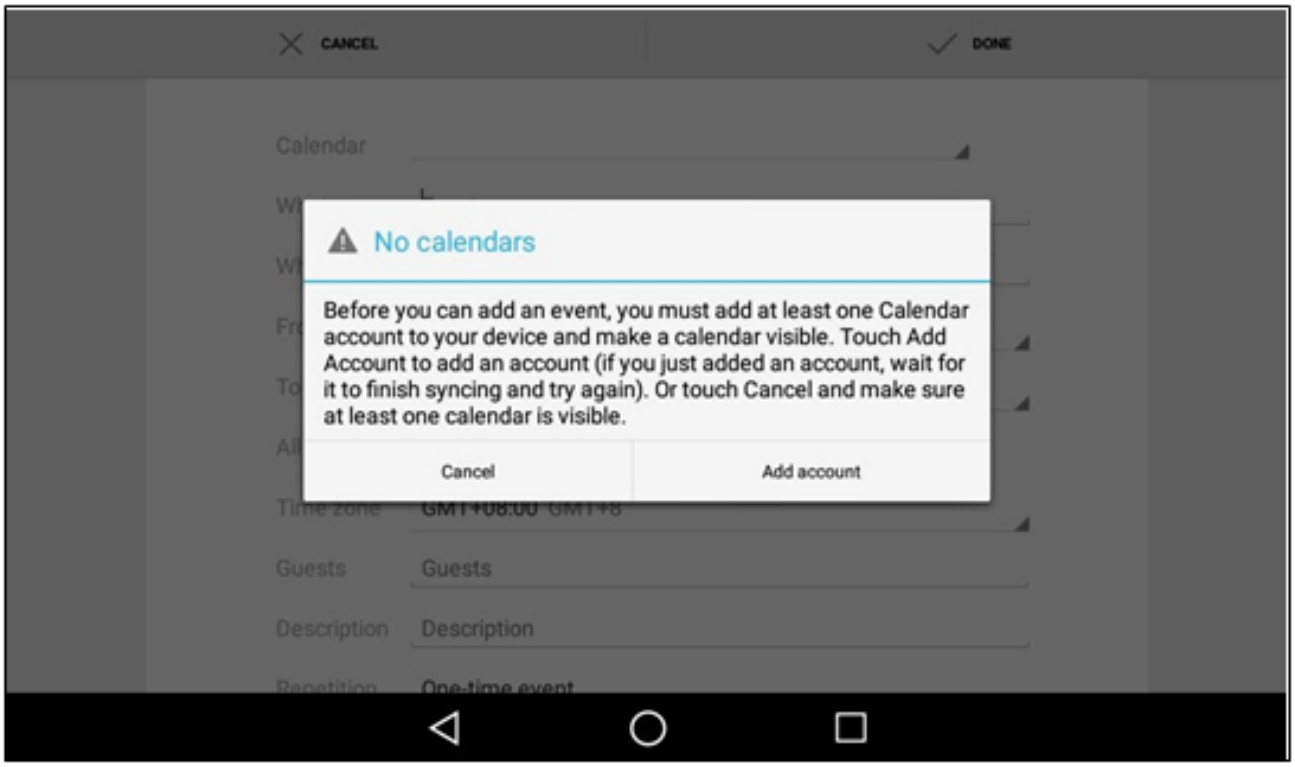
Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Calendar**.
3. Tap



.

4. Tap **Add account**.



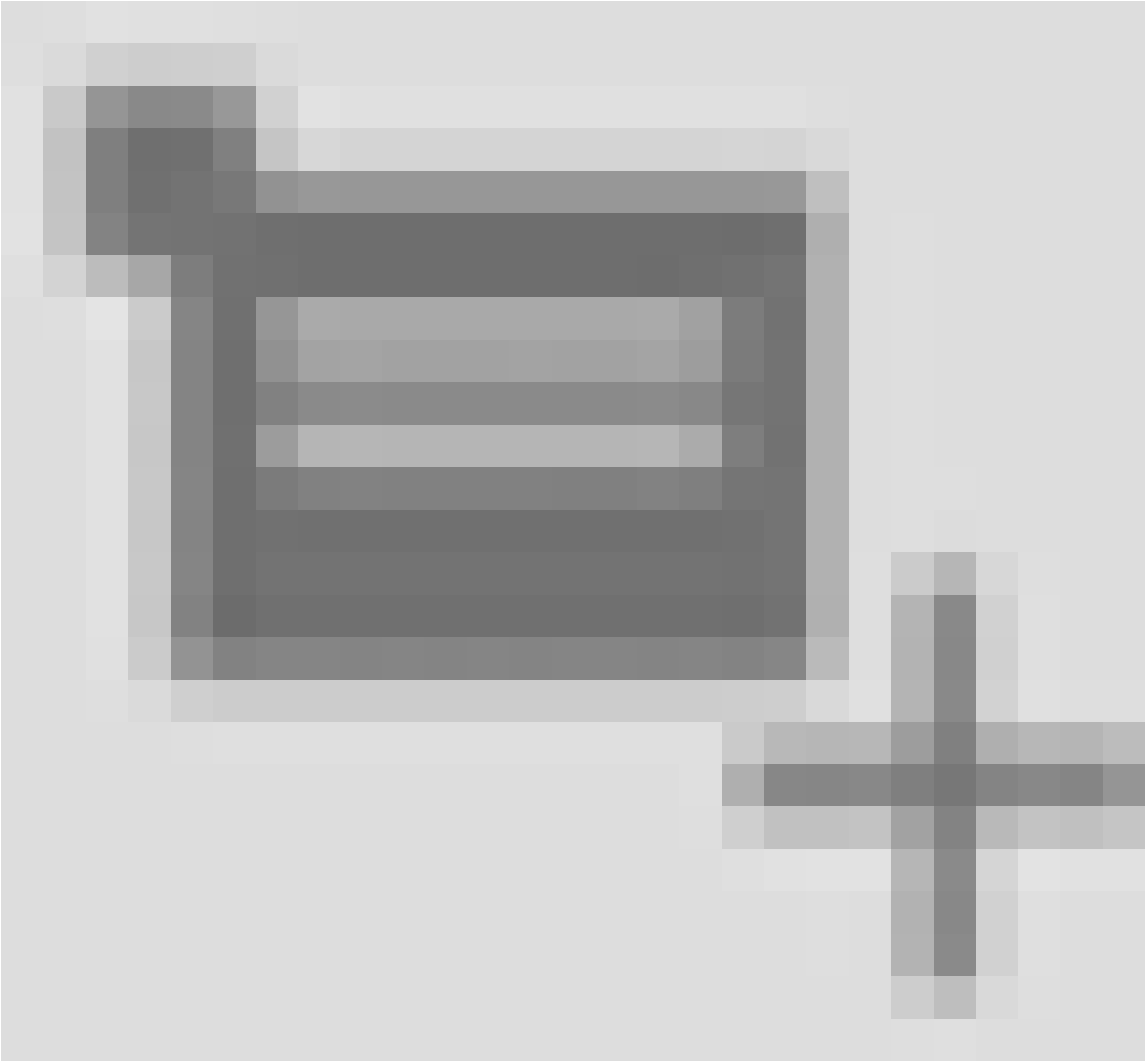
5. Sign in to the Calendar according to the setup wizard.

Create Event

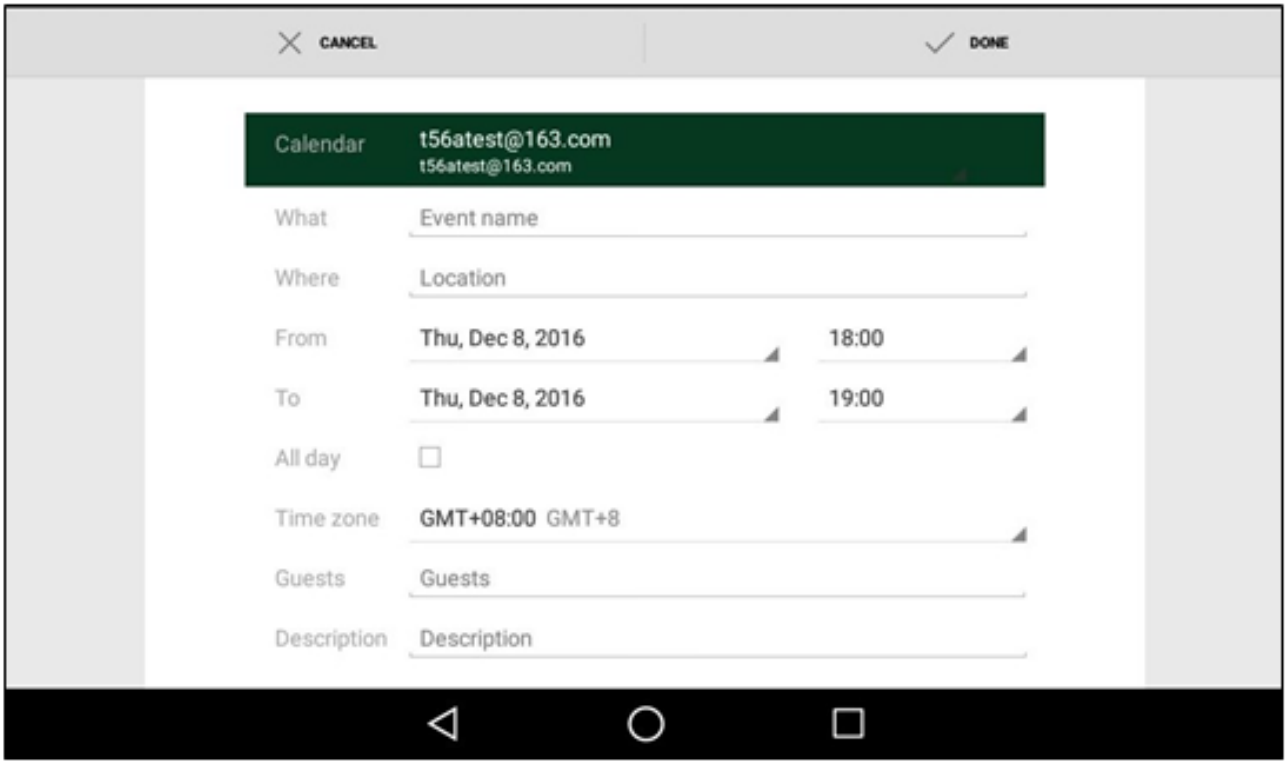
You can create an event in the **Calendar** to remind you of important issues.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Calendar**.
3. Select the desired date.
4. Tap



.



5. Edit the event.
6. Tap **DONE**.

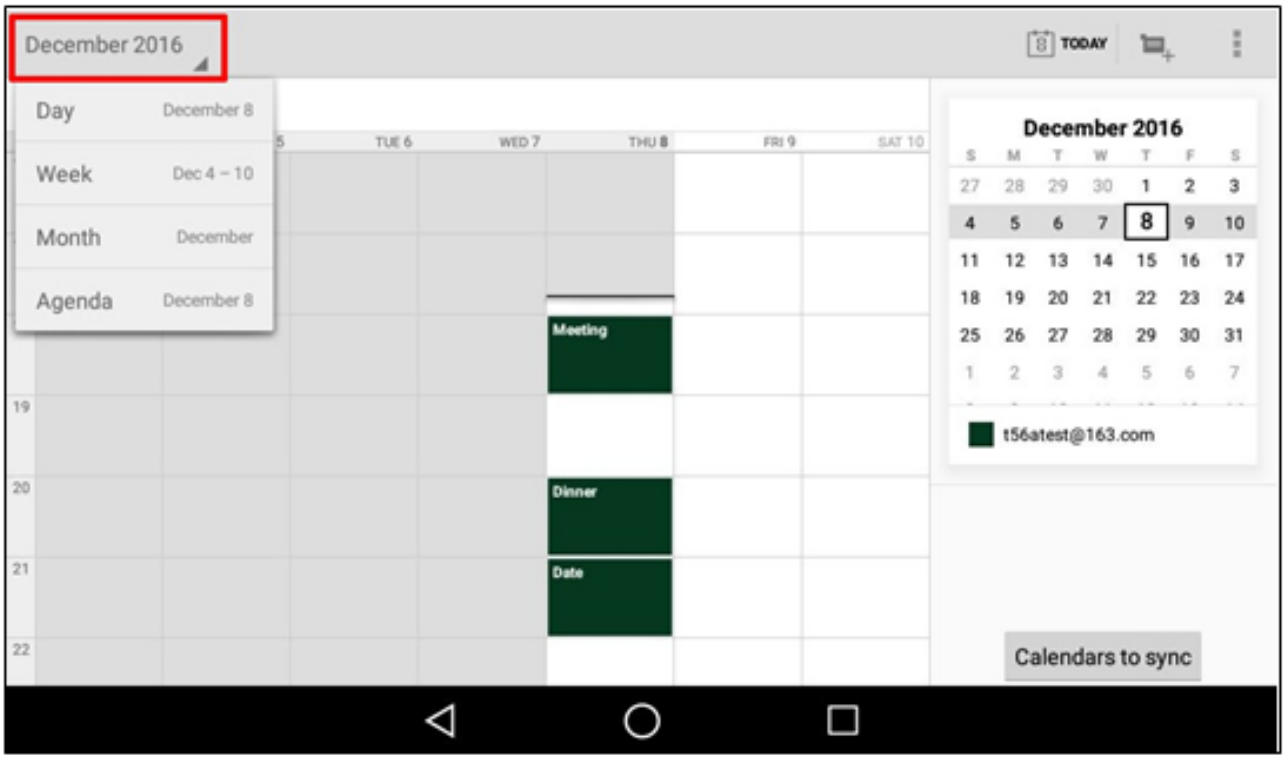
Check Events

On the calendar, you can check the information about an event you have added.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Calendar**.
3. (Optional) Tap the current date (for example,

) displayed on the top-left of the phone screen.



Tap **Day**/**Week**/**Month**/**Agenda** to select the time.

In the agenda view, the events you have added are displayed as a list. You can tap **Touch to view events before XXX**/**Touch to view events after XXX** to view all events.

Modify Calendar Settings

You can modify the calendar settings to customize the Calendar.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Calendar**.
3. Go to

> **Settings**.

4. Customize the general settings and account settings.

Calculator

You can use the Calculator to perform simple or complex calculations.

Procedure

1. Swipe left or right to go to the second idle screen.
2. Tap **Calculator**.

Clock

You can use the Clock to set an alarm, check the time of other cities in the world, and set a stopwatch and timer.

Alarm

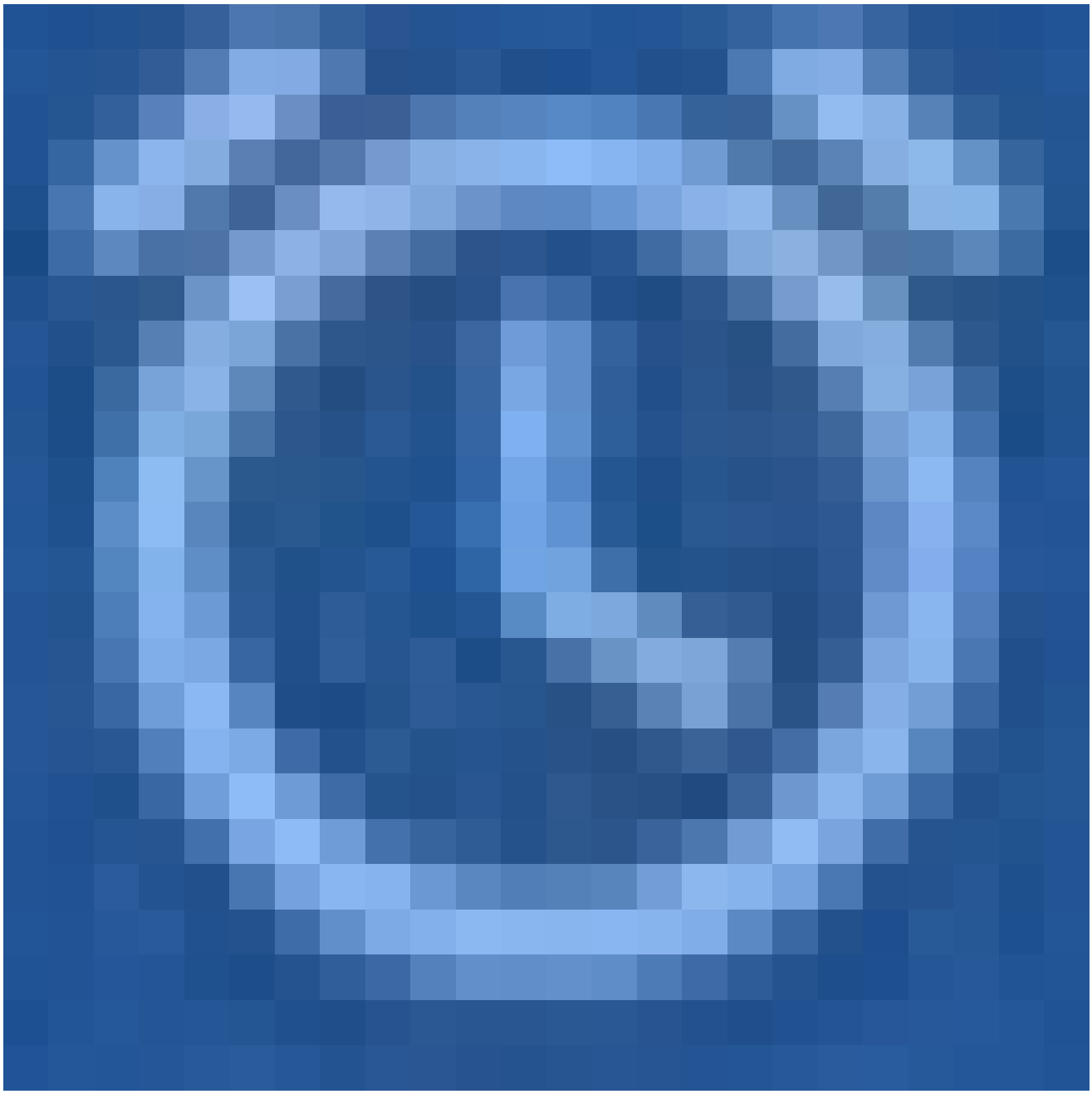
You can set an alarm on the phone to remind you of a task, for example, joining a meeting.

Set Alarm Clock

To avoid forgetting important tasks, you can set an alarm clock.

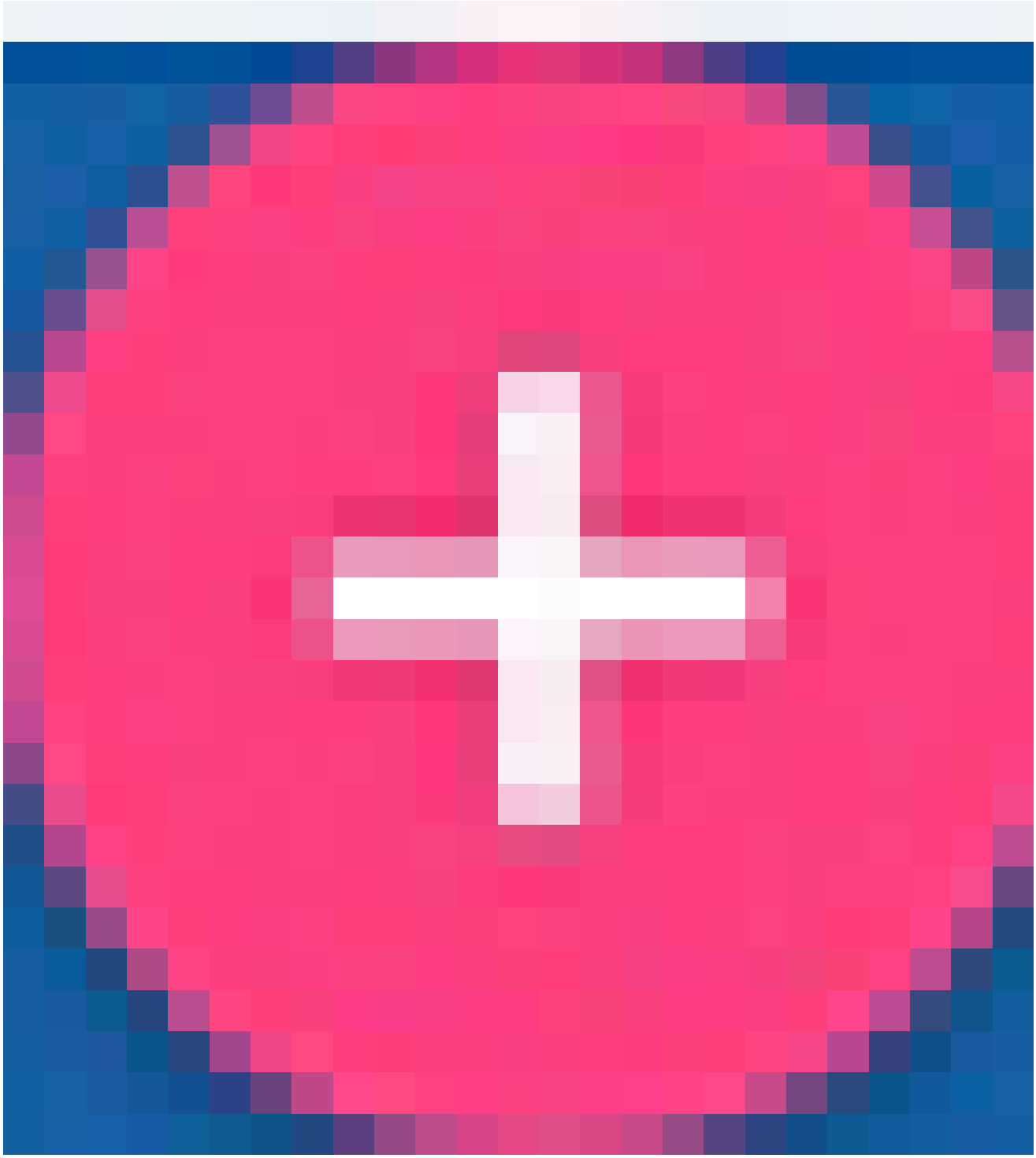
Procedure

1. Tap the digital clock widget on the home screen.
2. Tap



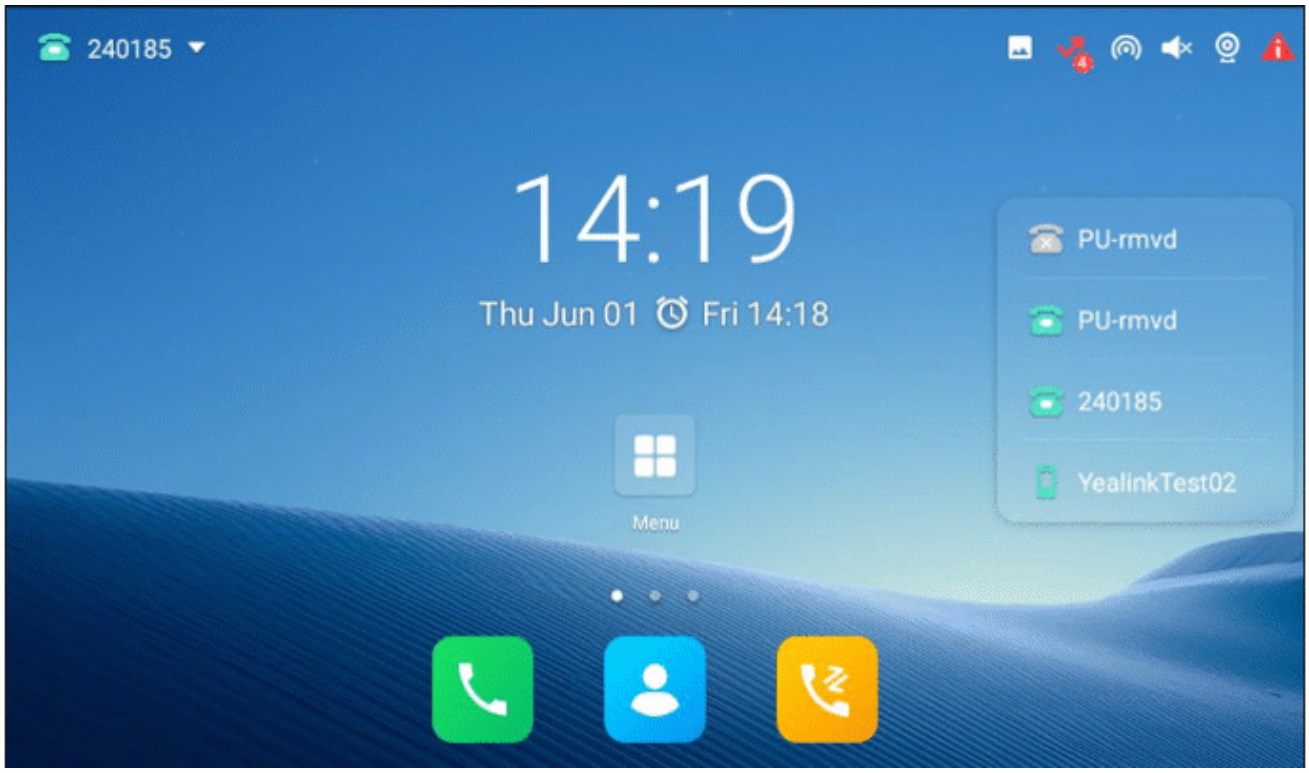
on the top left of the phone screen.

3. Tap

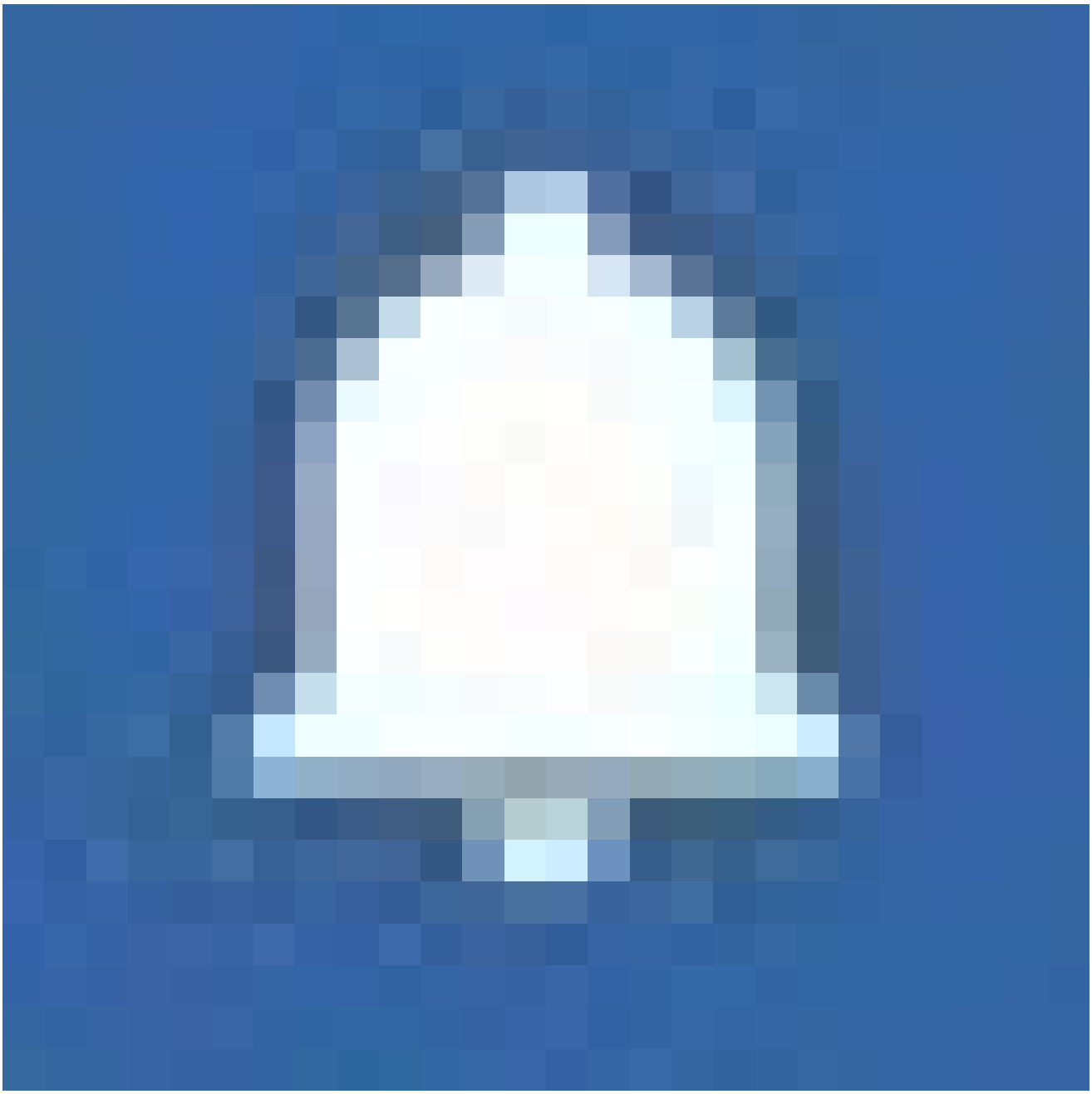


.

4. Tap the desired number to set the alarm time.
5. Tap **OK**.
6. The alarm clock you have set is displayed on the phone screen.



6. You can do the following:
   - Select the **Repeat** check box, and then tap the repeat day of the alarm.
   - Tap



.

- Select a desired ring tone for the alarm, and then tap **OK**.
- Tap the **Label** field.
- Enter a label for the alarm, and then tap **OK**.

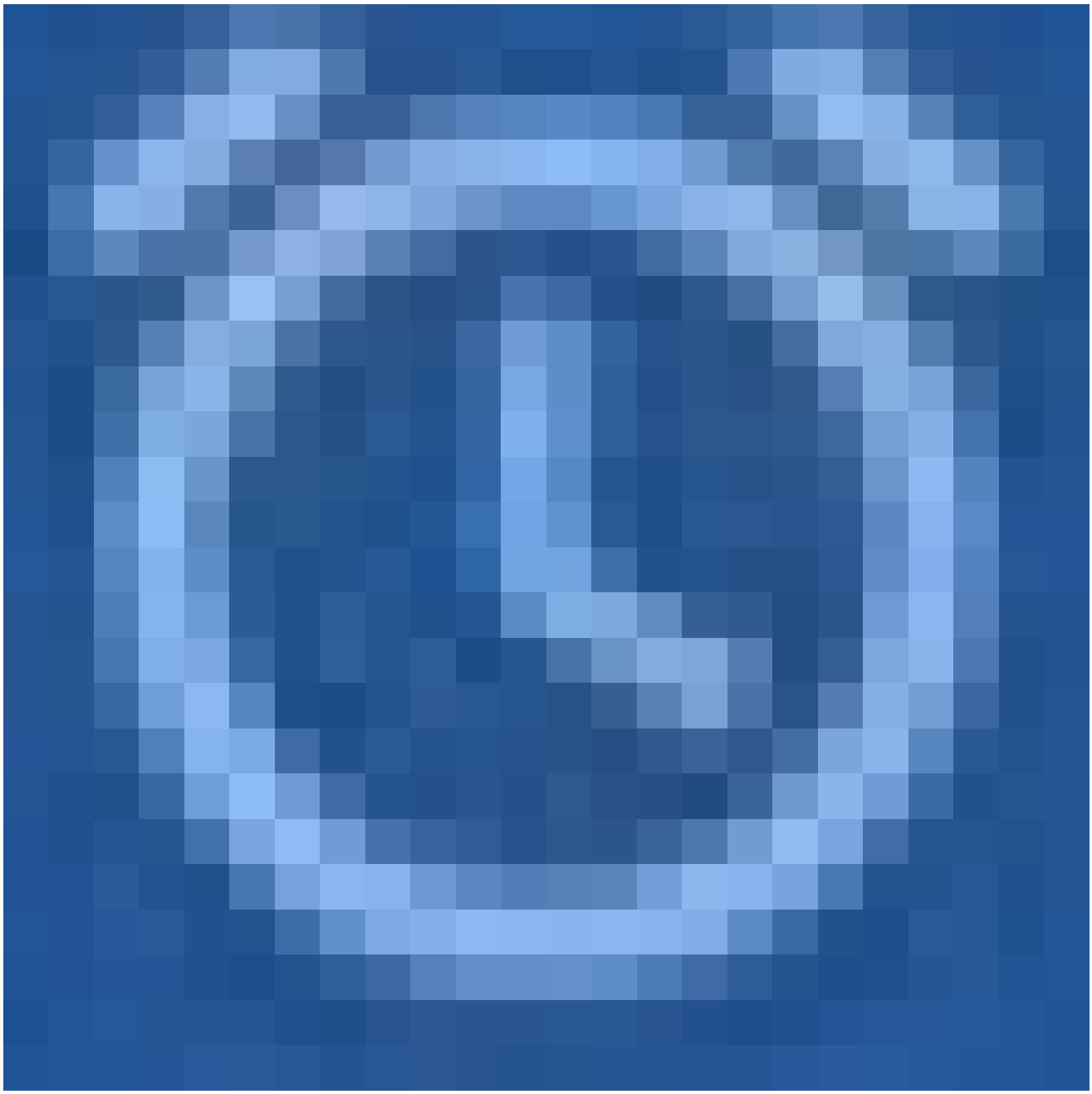
> If you have set the time format as **12 Hour**, you need to select **AM** or **PM** when setting the alarm time.

Edit Alarm Clock

According to your needs, you can edit the alarm clocks.

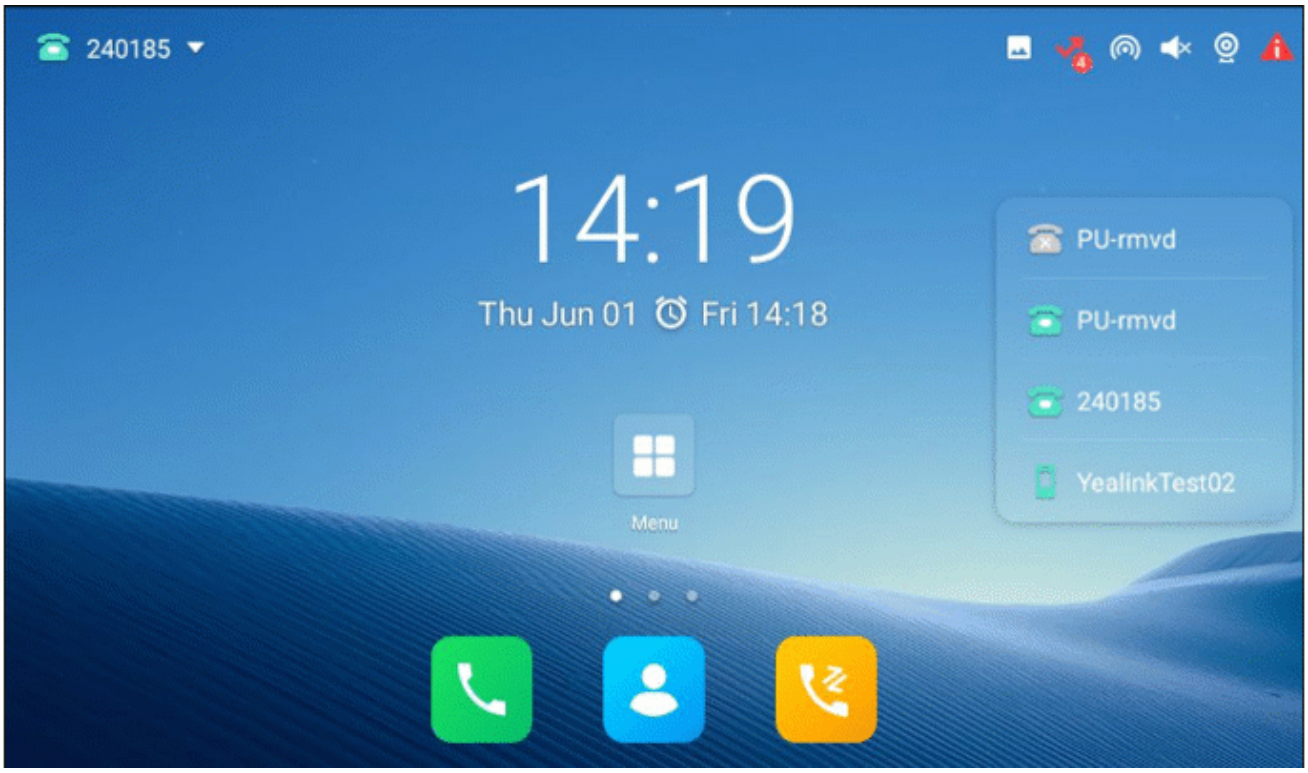
Procedure

1. Tap the digital clock widget on the home screen.
2. Tap



.

3. Drag up and down to select the desired alarm.
4. Tap the desired option to edit the alarm clock.

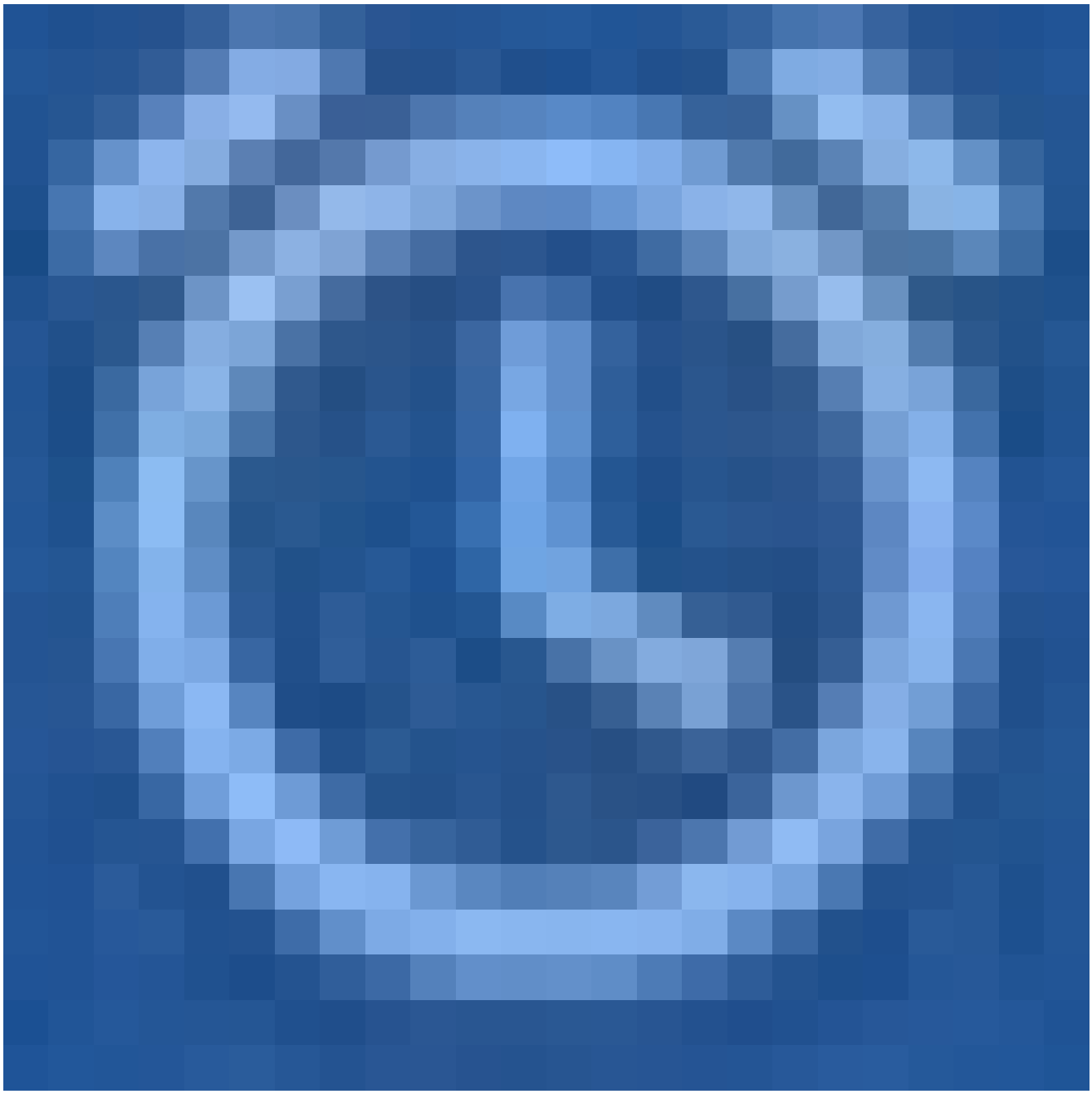


Delete Alarm Clock

When you no longer need the alarm clock, you can delete it.

Procedure

1. Tap the digital clock widget on the home screen.
2. Tap



on the top left of the phone screen.

3. Tap the desired alarm.
4. Tap

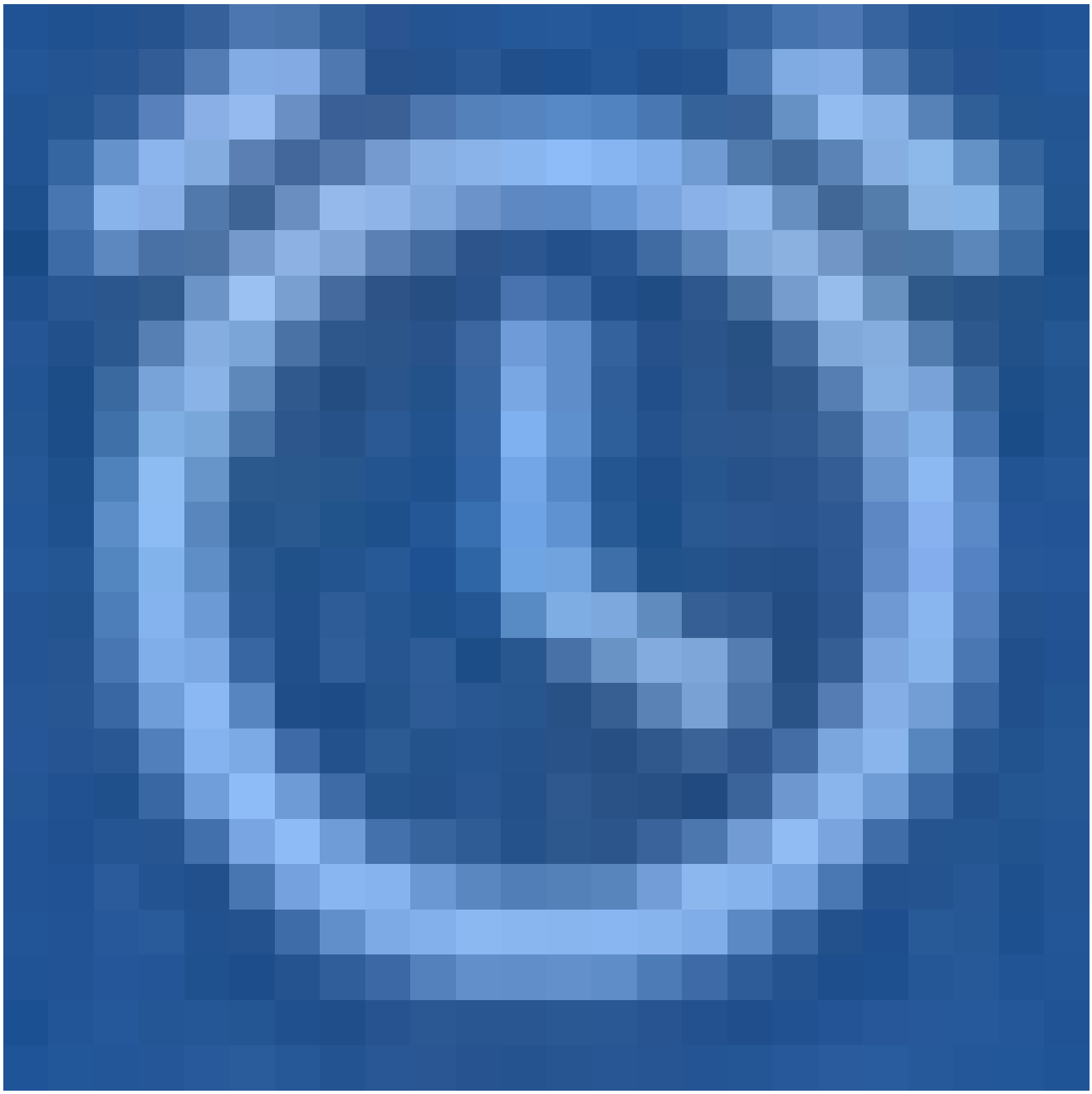
on the bottom left of the alarm, to delete the desired alarm.

Set Alarm Parameters

You can set the alarm parameters to make your alarm clock more personalized.

Procedure

1. Tap the digital clock widget on the home screen.
2. Tap



.

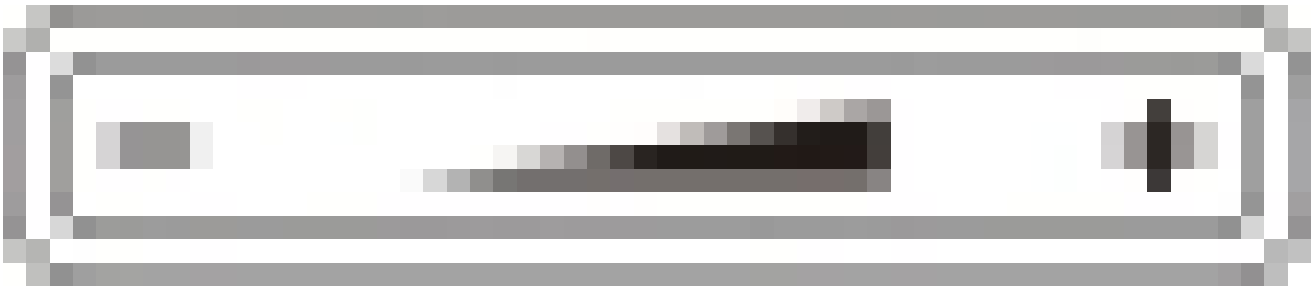
3. Tap

> **Settings**.

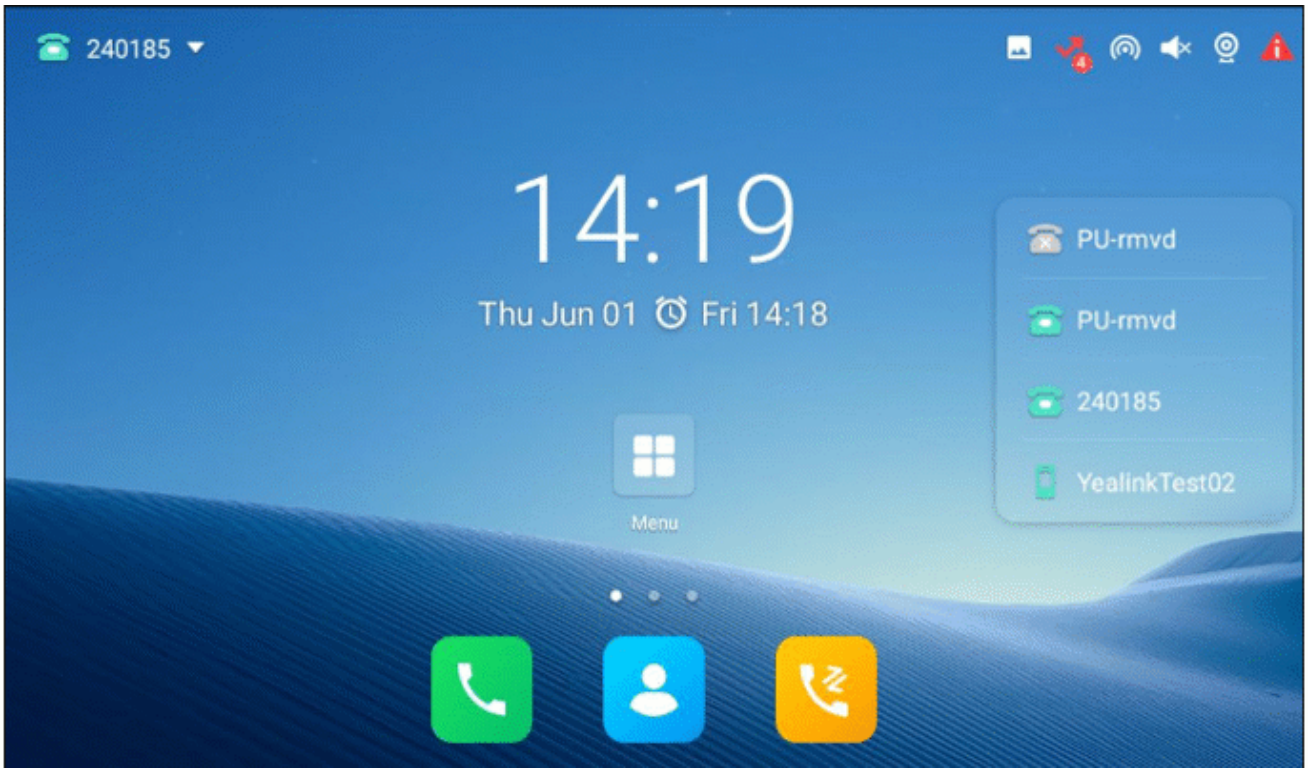
4. You can do the following:
   - Tap the desired lasting time of the alarm bell from the **Silence after** field.
   - *The alarm clock will automatically stop after this specified period of time.*
   - Tap the desired snooze time from the **Snooze length** field, and tap **OK**.
   - Tap the **Alarm volume** field, drag the slider to adjust the alarm volume, and then tap **OK**.
   - Tap the **Volume buttons** field, and then configure the desired function for the Volume key when the alarm is ringing.
   - **Snooze**: Press the Volume key

     when the alarm is ringing, and the alarm will stop and ring after a specified period of time.
   - **Dismiss**: Press the Volume key

     when the alarm is ringing, and the alarm will stop.
   - **Do nothing**: Press the Volume key

     when the alarm is ringing, and the alarm will still ring.



Clock

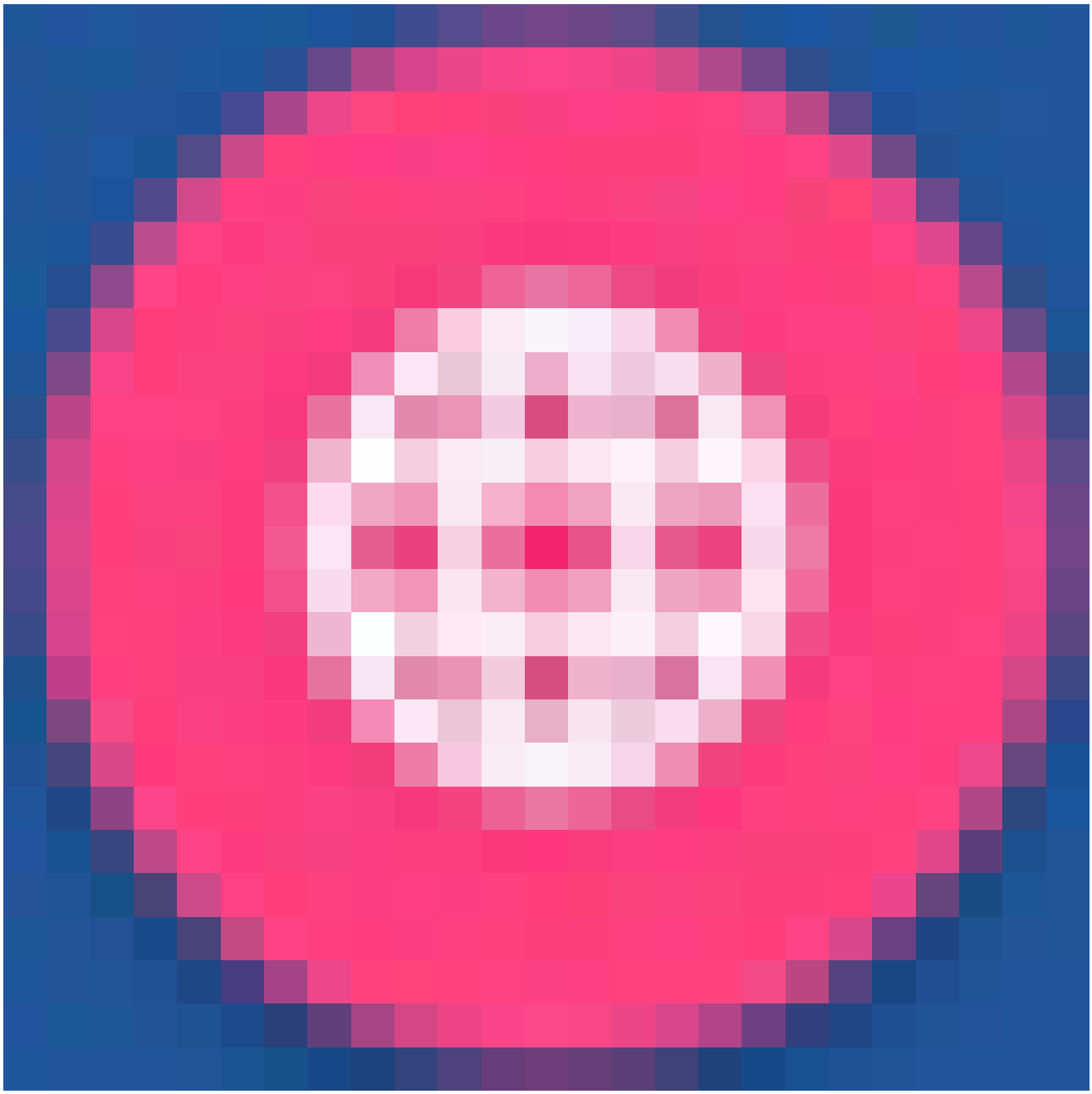
You can check the current time and date via the clock on the Home screen.

Adding the Clock of Other Cities

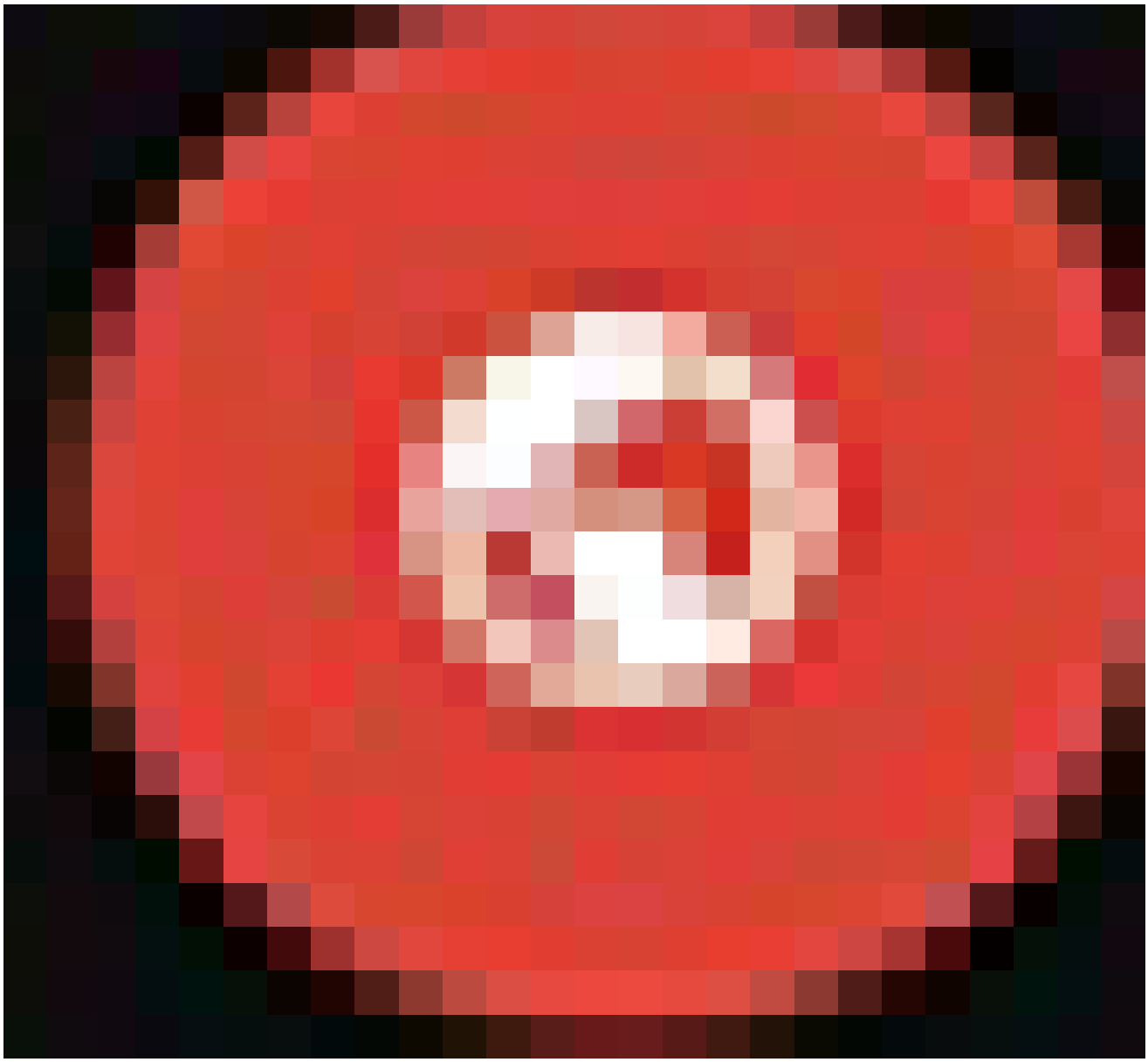
You can add the clock for other cities. After adding, you can know the current time in multiple cities simultaneously.

Procedure

1. Tap the digital clock widget on the Home screen.
2. *The phone screen displays the current date and time.*
2. Tap

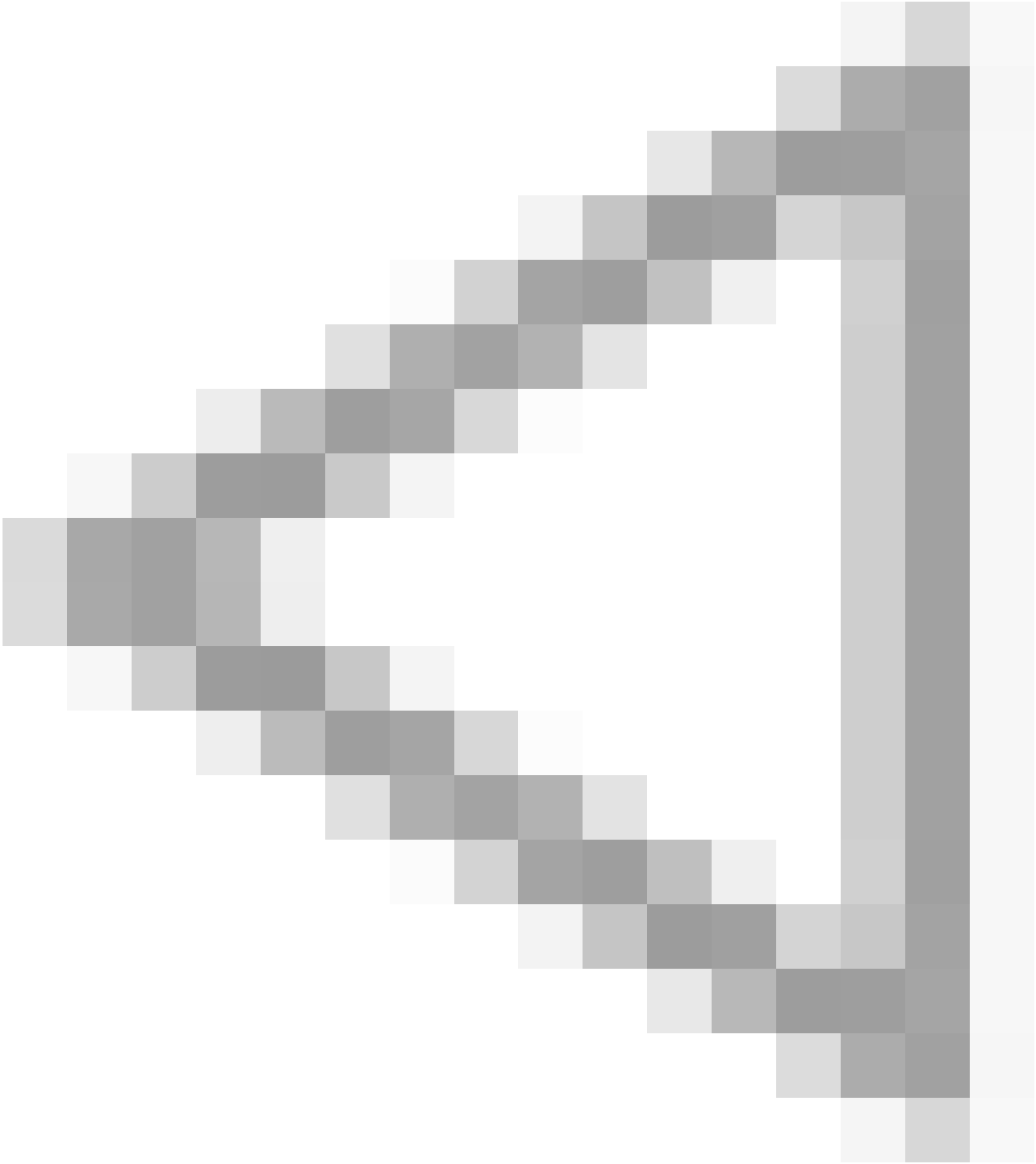


/



.

3. Drag up and down to scroll through the cities.
4. Select the desired city check box.
5. Tap



to return to the clock screen.

6. *The added clock of the desired city is displayed on the phone screen.*

Configure Clock Display Mode

You can switch the digital clock to an analog clock, set the home clock, and the home time zone.

Procedure

1. Tap the digital clock widget on the Home screen.
2. Tap

> **Settings**.

3. You can do the following:
   - Select **Analog** from the **Style** field.
   - Select the **Automatic home clock** check box.
   - Select the desired time zone from the **Home time zone** field.

Set Timer

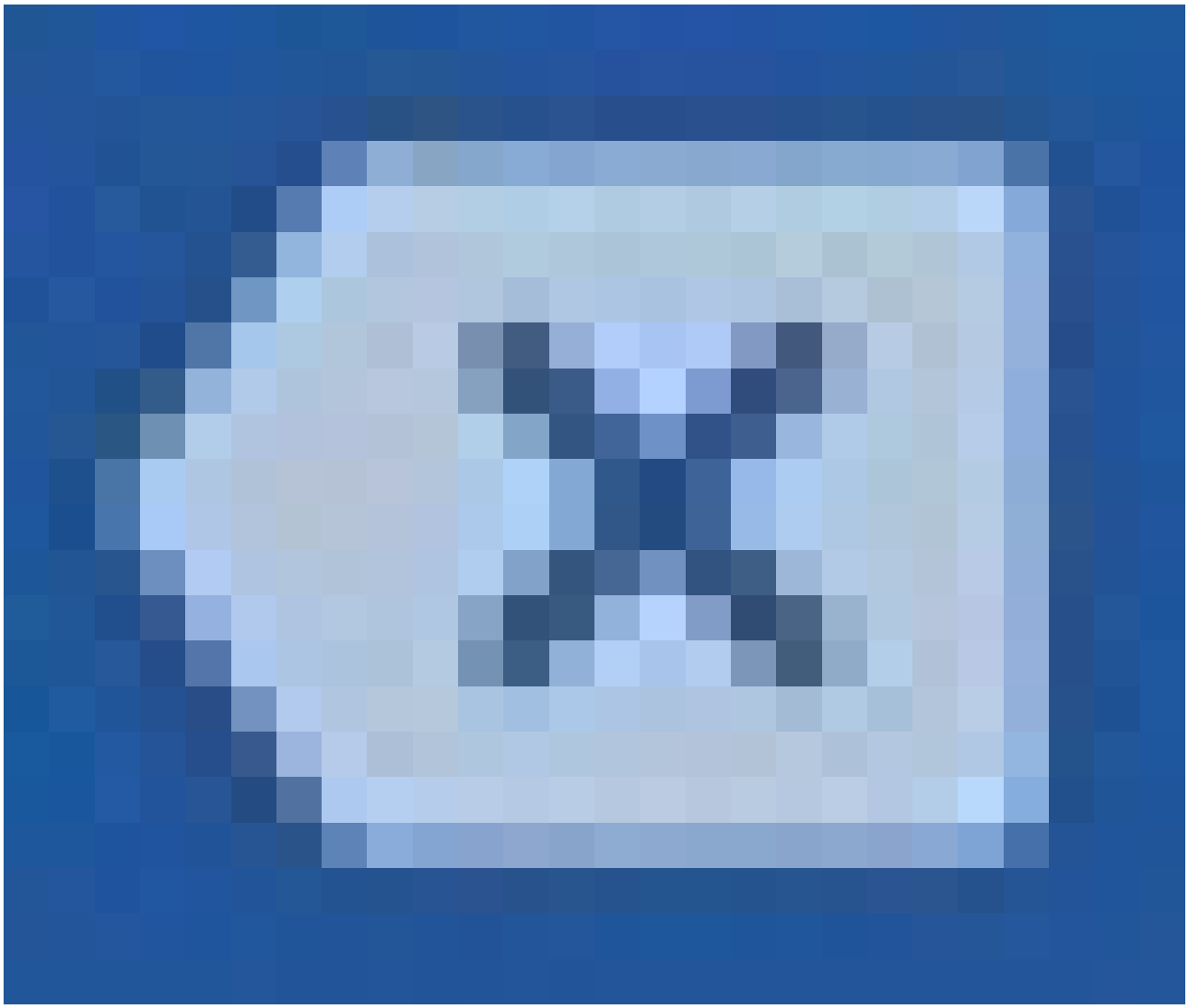
You can set a timer to keep you on track to finish something within a set time.

Procedure

1. Tap the digital clock widget on the home screen.
2. Tap

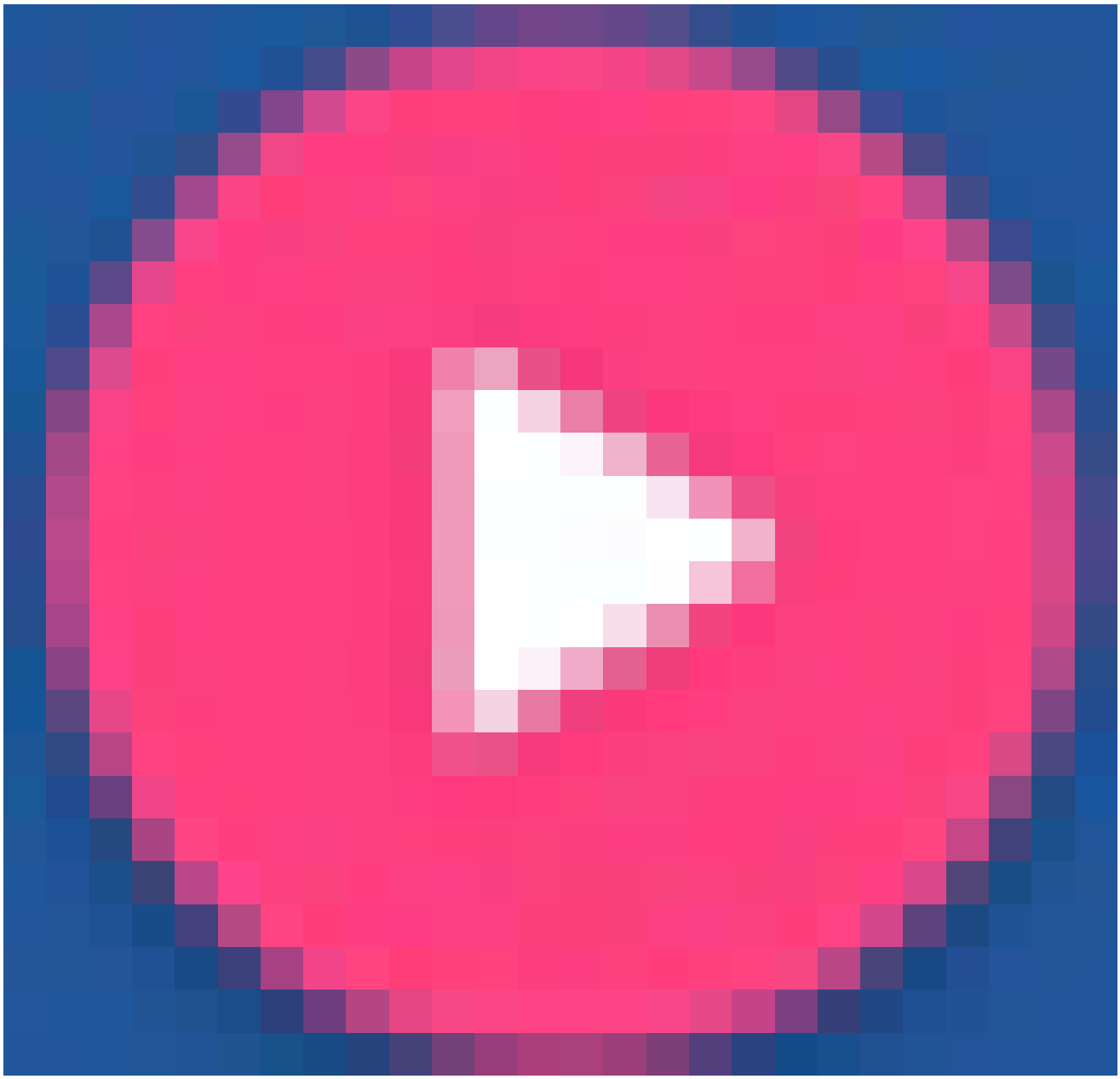
.

3. Enter the time by tapping the digits on the right of the screen. You can tap



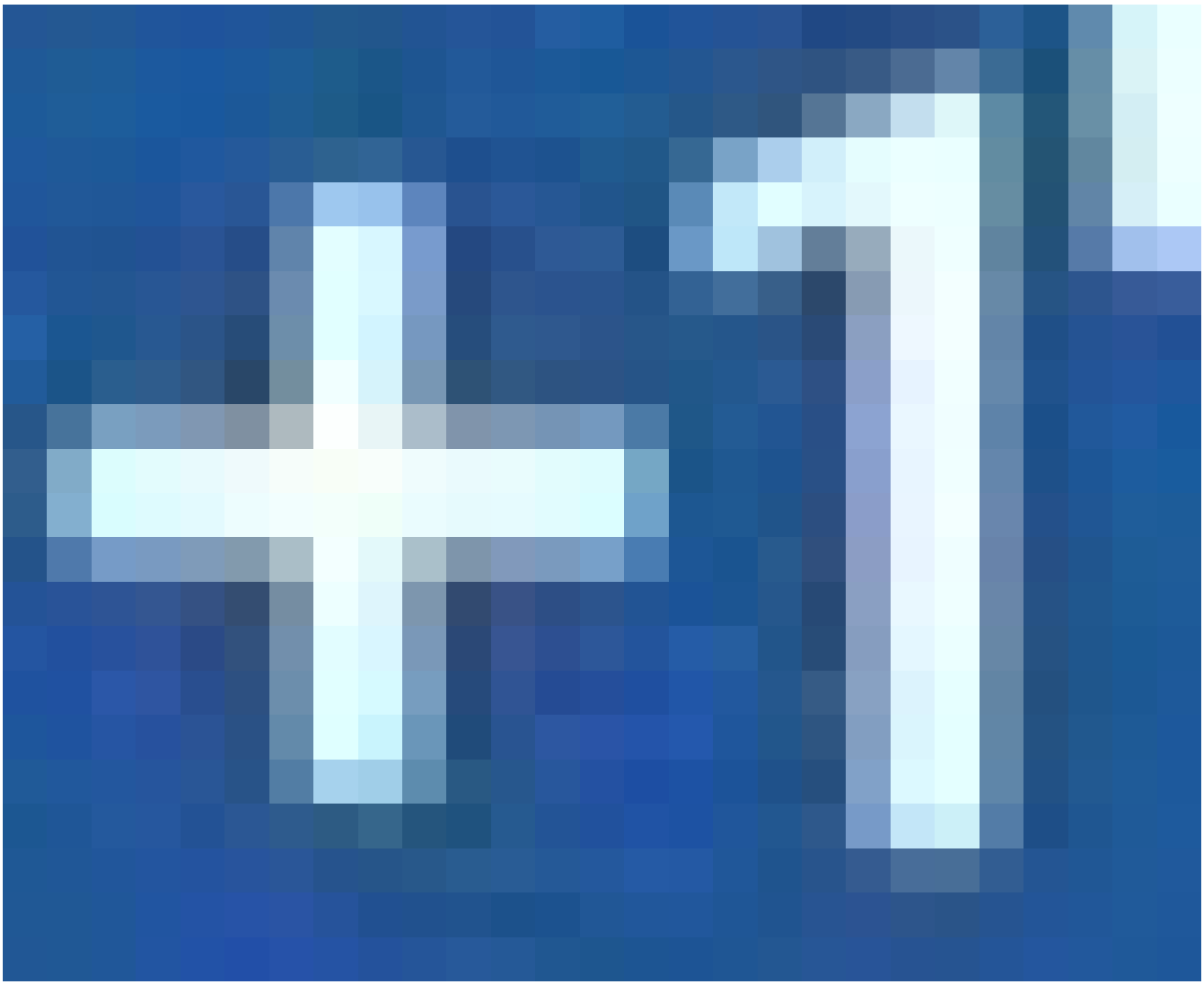
to delete the entered numbers.

4. Tap



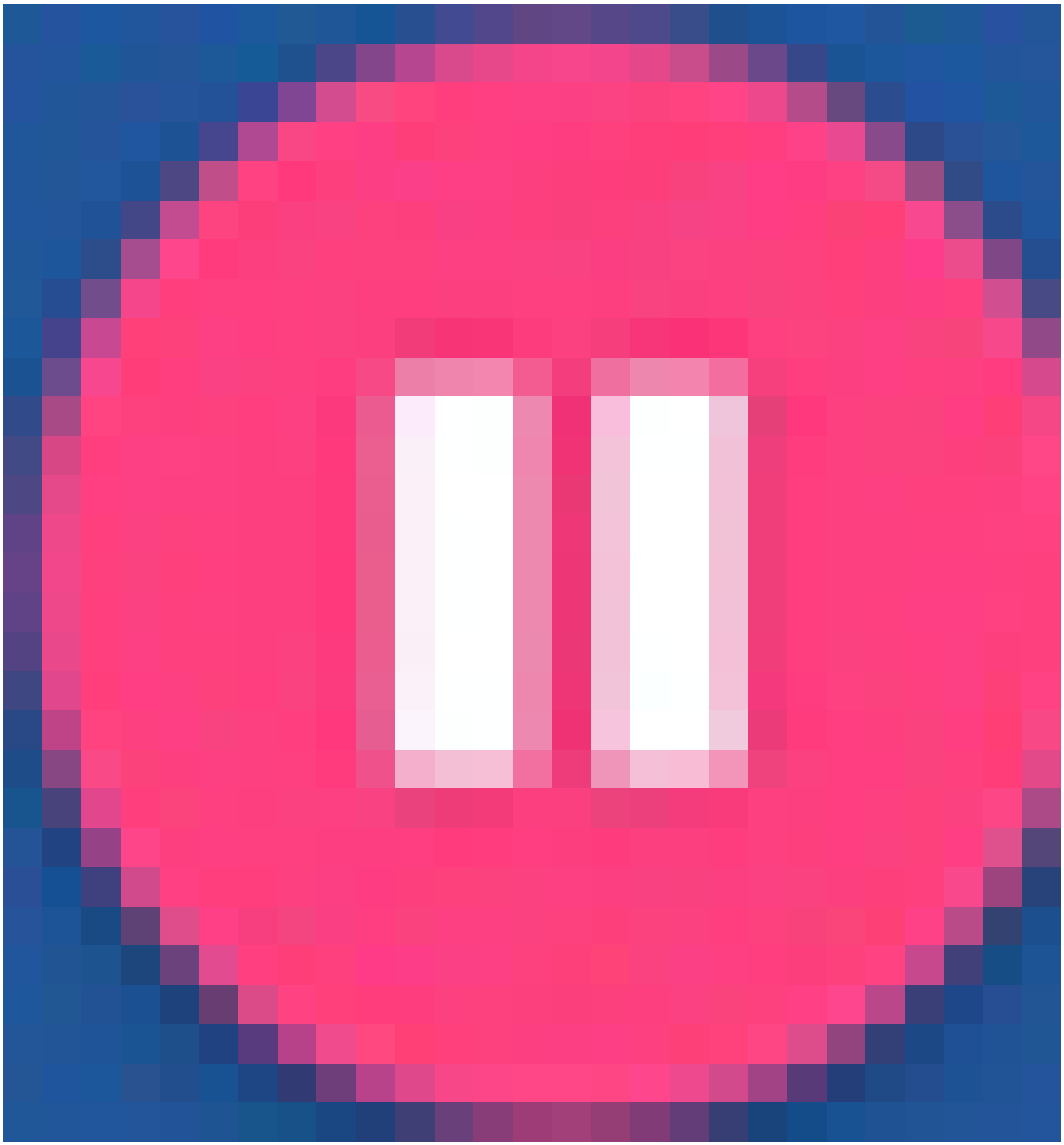
.

5. When the timer is running, you can do the following:
   - Tap



to add an additional minute.

- Tap



to pause the timer.

- Tap

to delete the current timer.

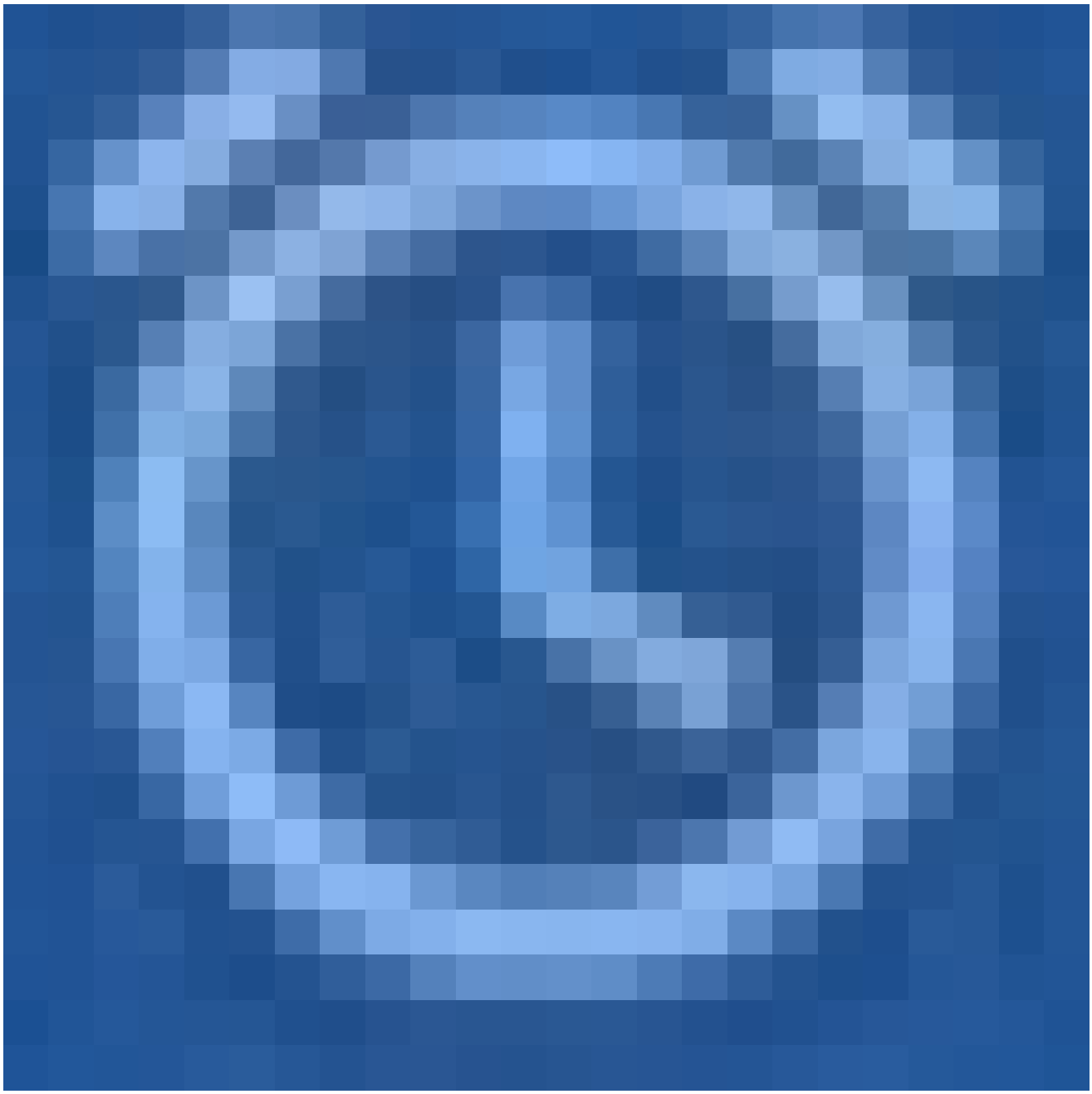
The timer beeps when the time is up. It keeps beeping until you tap to stop.

Set Stopwatch

You can set a stopwatch to measure the amount of time that you spend on something.

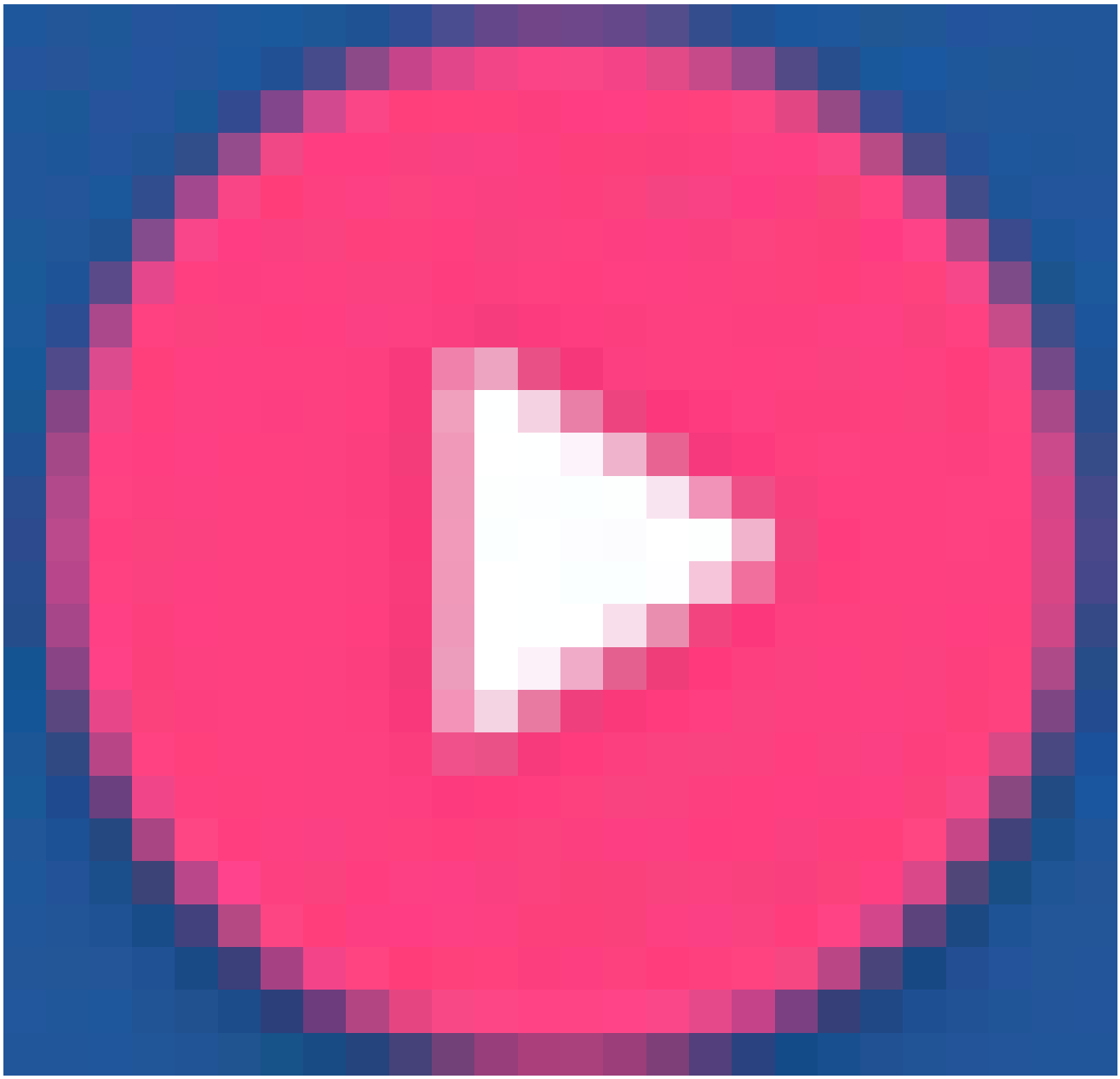
Procedure

1. Tap the digital clock widget on the home screen.
2. Tap



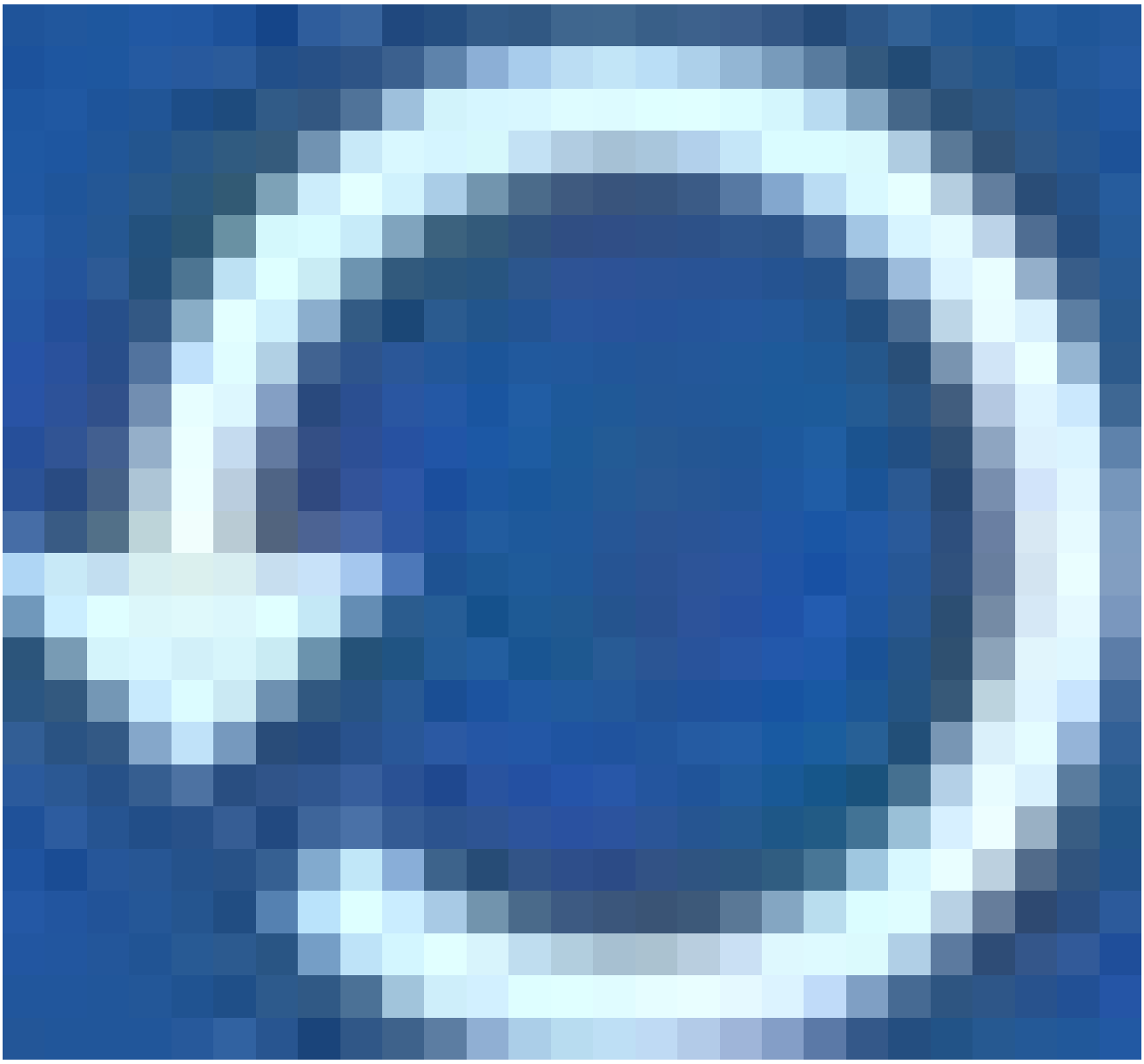
.

3. Tap



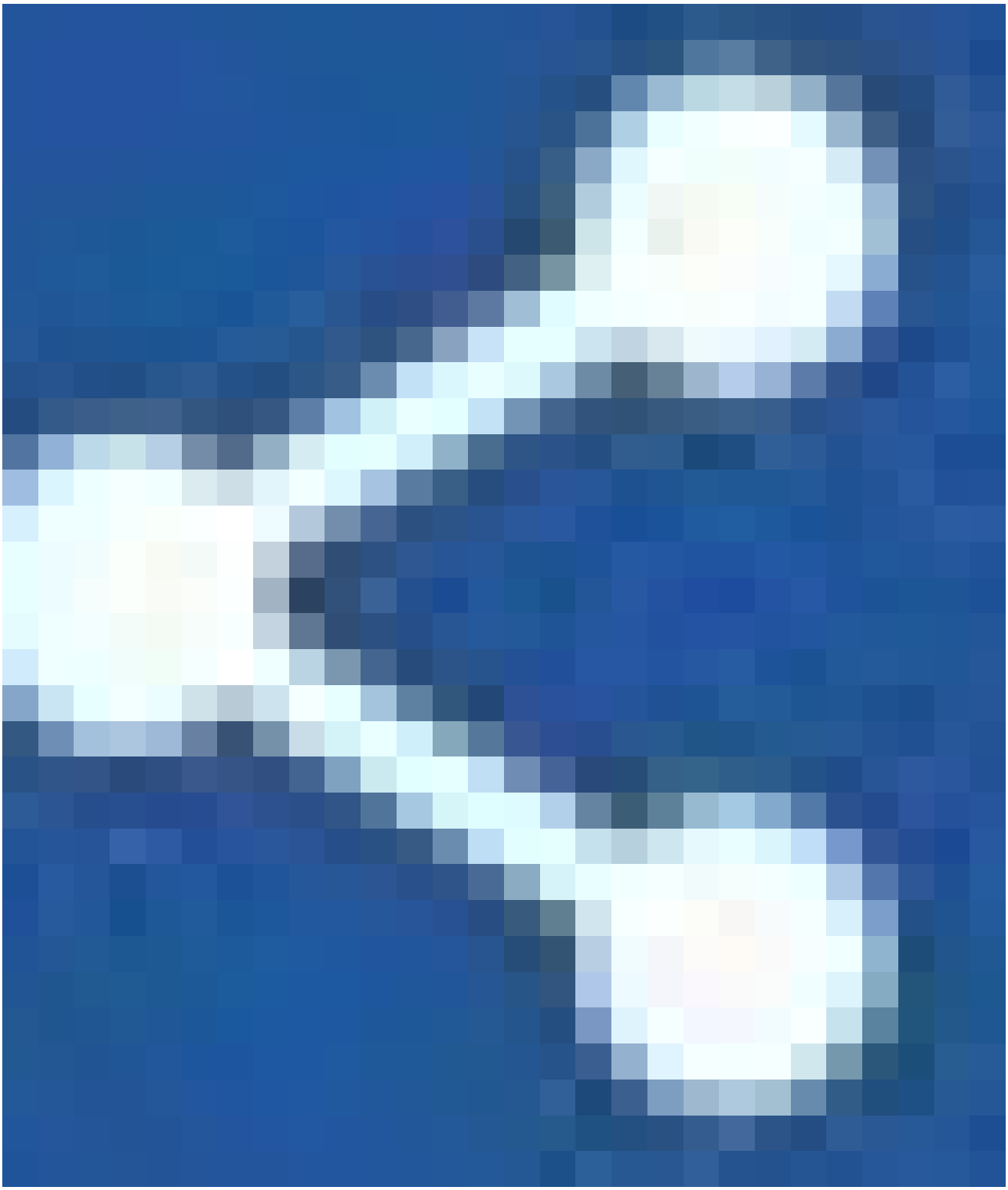
.

4. You can do the following:
   - Tap



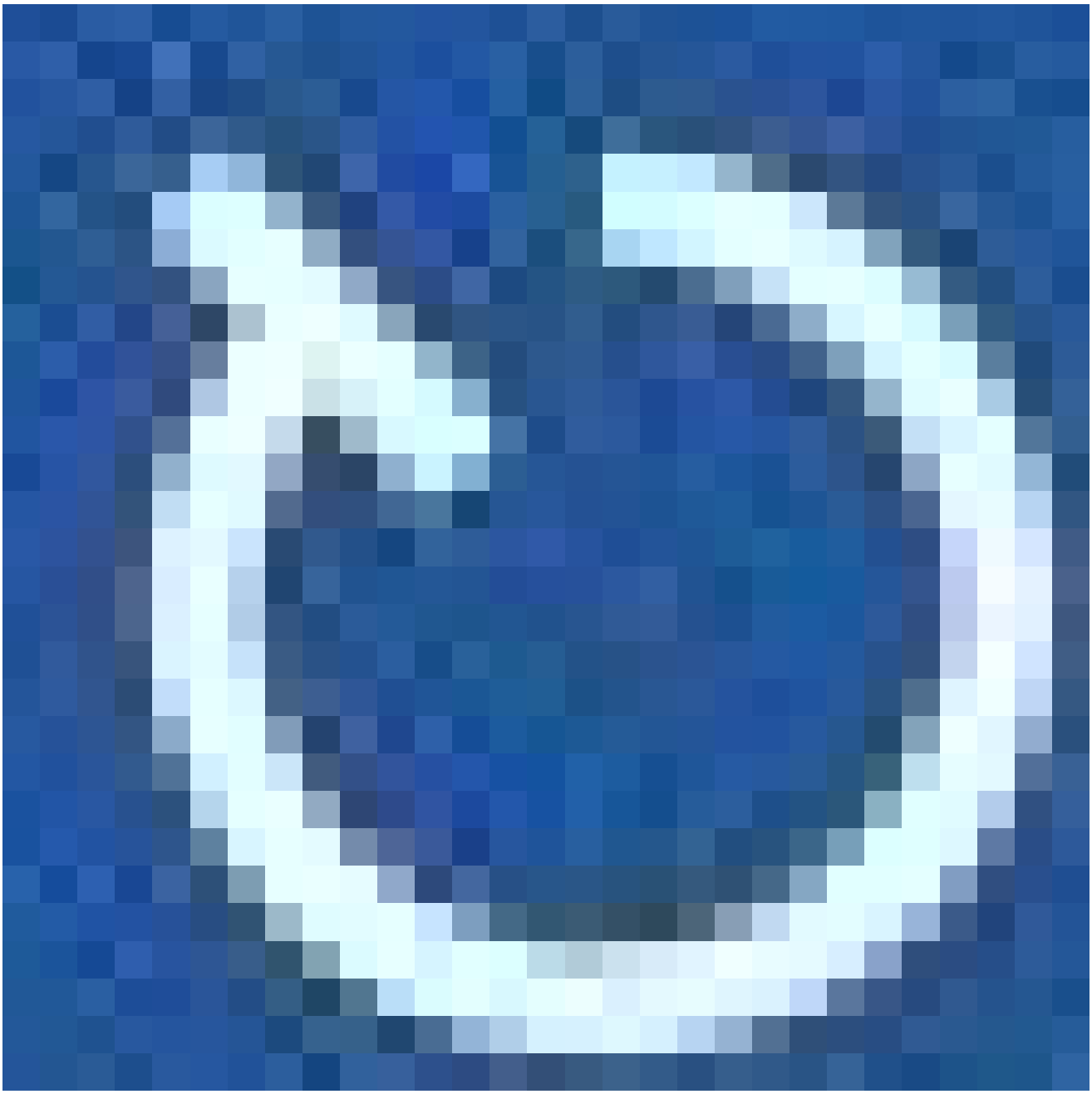
to pause the stopwatch.

- Tap

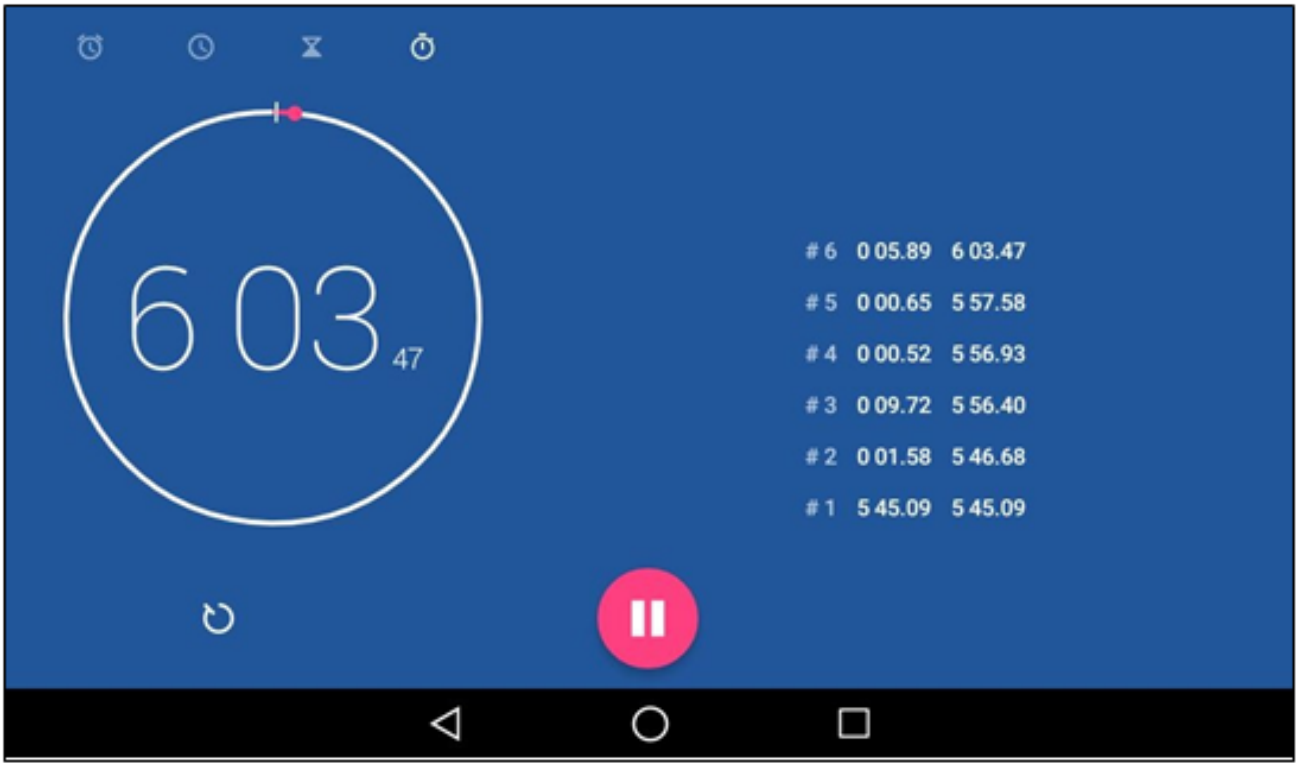


to reset the stopwatch.

- Tap



, and then tap **Bluetooth** or **Email** to share the record via Bluetooth or email. Tap to count a lap while the stopwatch is running.


6 03 47
6 0 05.89 6 03.47
5 0 00.65 5 57.58
4 0 00.52 5 56.93
3 0 09.72 5 56.40
2 0 01.58 5 46.68
1 5 45.09 5 45.09

Change Administrator Password

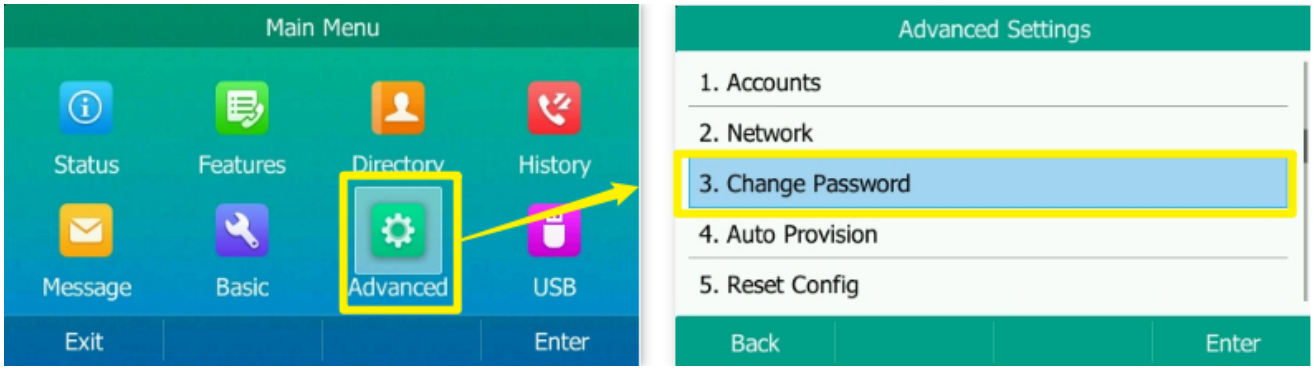
By default, you require an administrator password to access the **Advanced**/**Advanced Settings** menu. The default password is "admin". For security reasons, you should change the default password as soon as possible.

Procedure

1. Do one of the following:
   - Go to **Menu** > **Advanced** > **Change Password**.
   - Go to **Menu** > **Settings** > **Advanced Settings** > **Change Password**.
   - For CP925/CP935W/CP965 phones, go to **More** > **Advanced** > **Set Password** or **More** > **Settings** > **Advanced** > **Set Password**.
   - For T88W (Pro)/T88V Pro phones, go to **Settings** > **System** > **Admin Password Reset**.
2. Enter your old and new password information.
3. Select **Save** or

.

4. *The following takes T54W for example.*



Wallpaper

You can change the background picture that is displayed on your phone.

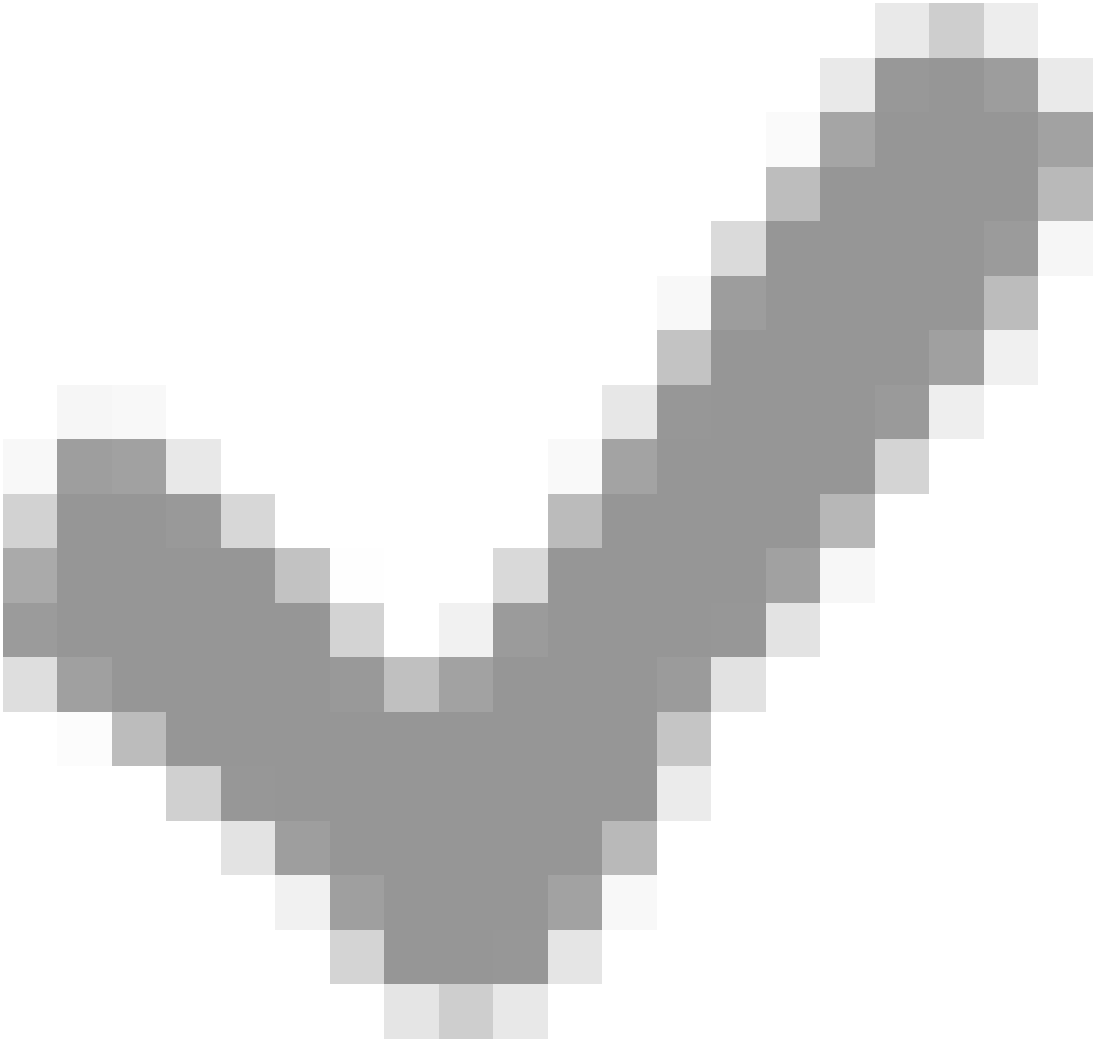
The phone comes with a default background picture; you can change it to another built-in picture. You can also add personal pictures stored on a USB flash drive, or use a custom picture uploaded by your system administrator as the wallpaper.

Change Wallpaper on Idle Screen

You can set one of your pictures as the background image on your phone's idle screen.

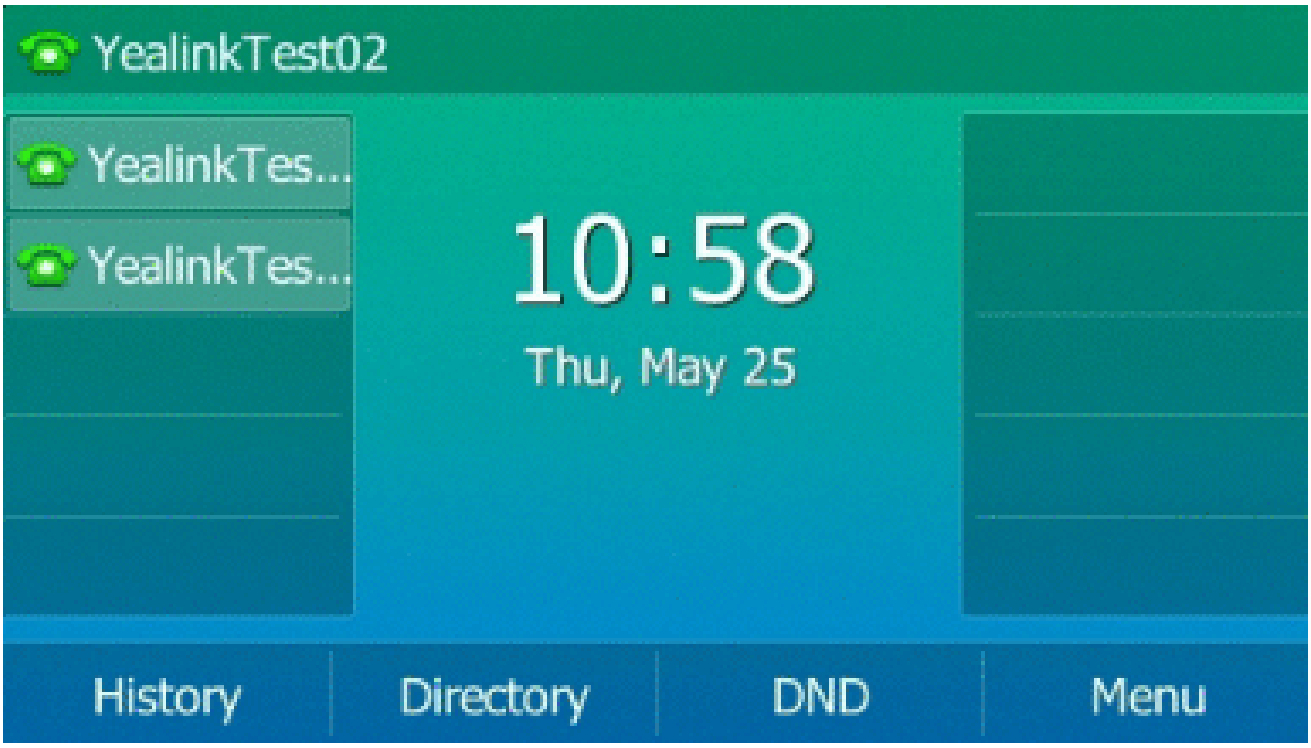
Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Basic** > **Display** > **Wallpaper**.
   - For VP59/T58A/T58W phones, go to **Settings** > **Basic Settings** > **Display** > **Wallpaper**.
   - For T88W (Pro)/T88V Pro phones, go to **Settings** > **Display** > **Wallpaper** > **Wallpaper Selection**.
   - For CP925/CP935W/CP965 phones, go to **More** > **Basic** > **Display** > **Wallpaper** or **More** > **Settings** > **Basic Settings** > **Display** > **Wallpaper**.
2. Select the desired image.
3. Select **Save** or



.

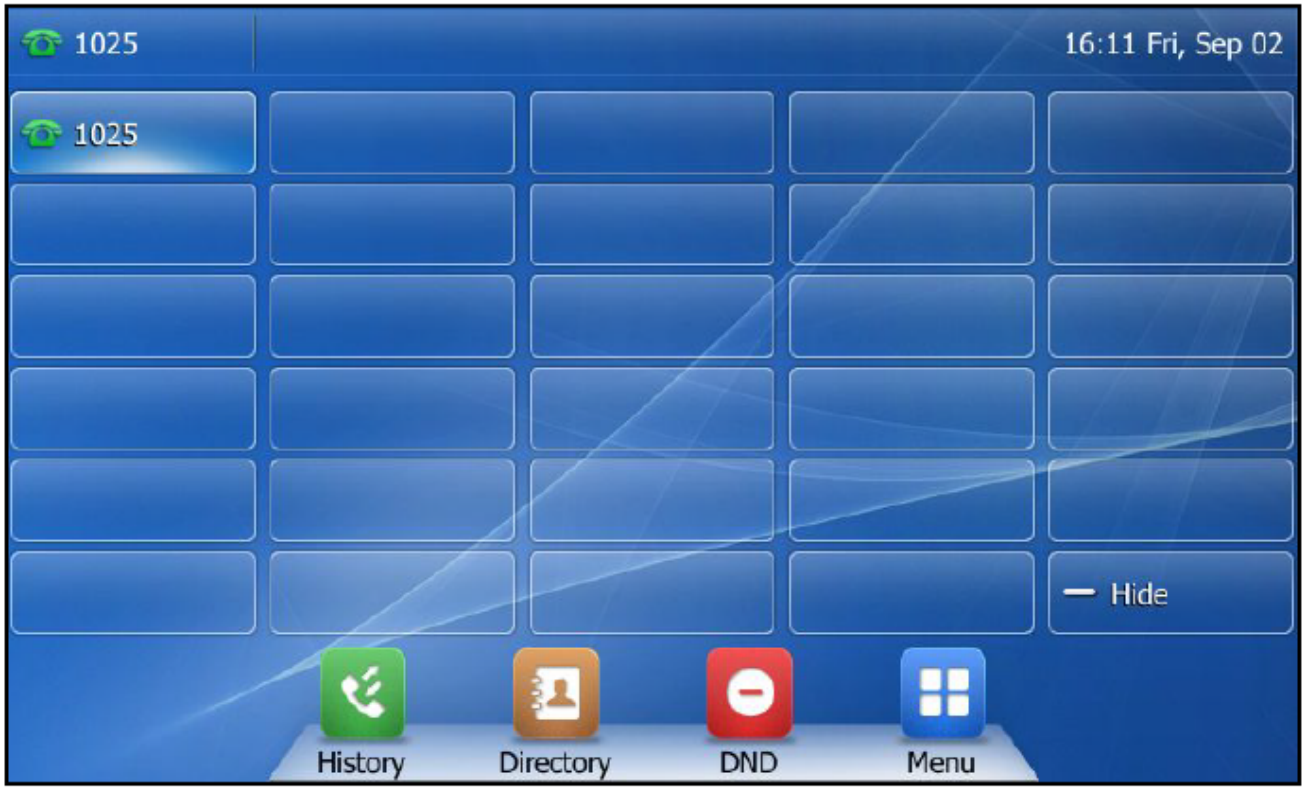
The following takes T54W for example.



Change Wallpaper on Dsskey Screen

You can change the background picture that is displayed when unfolding the line key list on the T48S/T48G phones.

Tap **More** when the phone is idle to unfold the line key list. After unfolding, the screen is shown below:

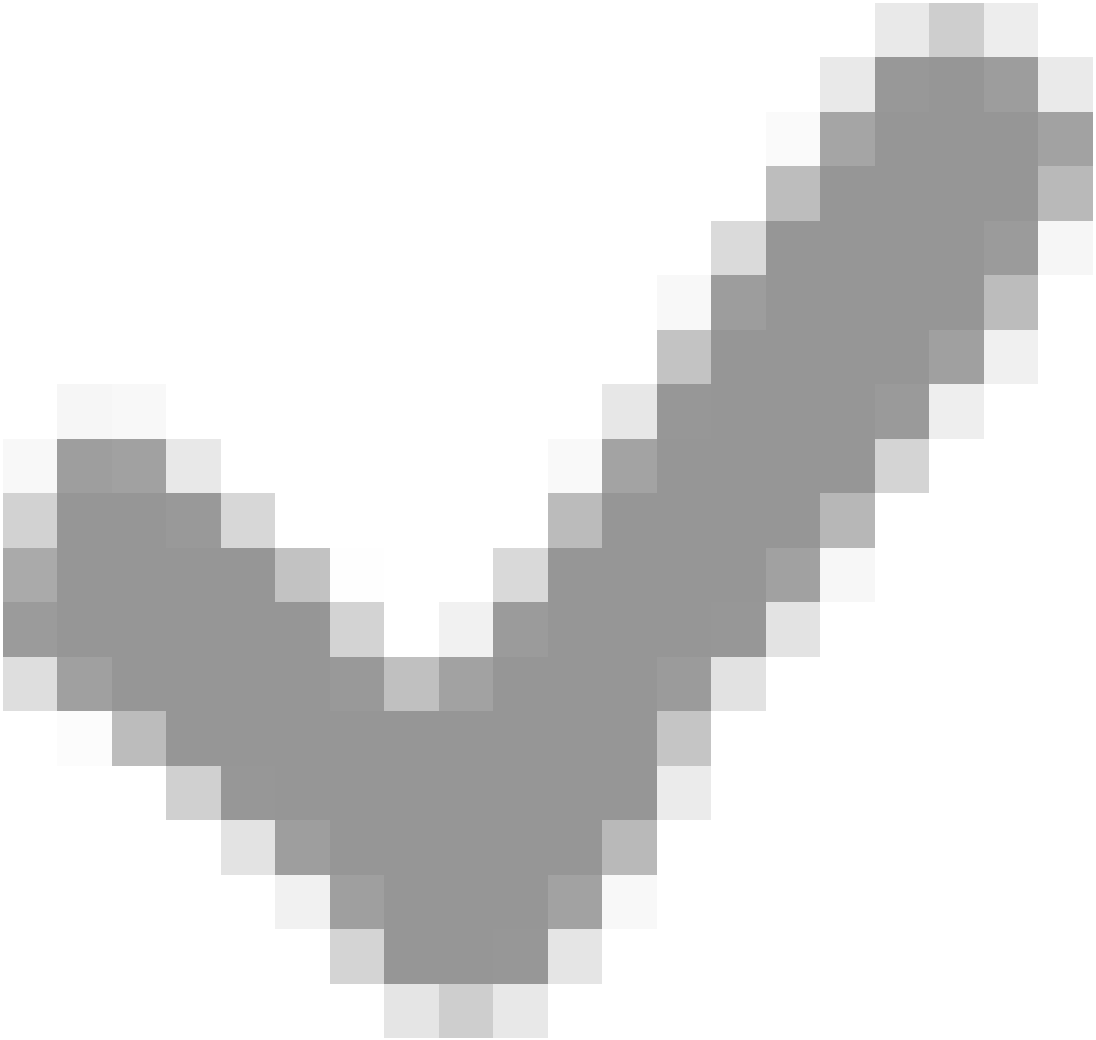


Procedure

1. Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Basic** > **Display** > **Dsskey Wallpaper**.
- For VP59/T58A/T58W phones, go to **Settings** > **Basic Settings** > **Display** > **Dsskey Wallpaper**.
- For T88W (Pro)/T88V Pro phones, go to **Settings** > **Display** > **Dsskey Wallpaper**.
- For CP925/CP935W/CP965 phones, go to **More** > **Basic** > **Display** > **Dsskey Wallpaper** or **More** > **Settings** > **Basic Settings** > **Display** > **Dsskey Wallpaper**.

2. Select the desired image.
3. Select **Save** or



.

Add Wallpaper from USB Flash Drive

You can use a picture that is stored on a USB flash drive as the background image of your phone.

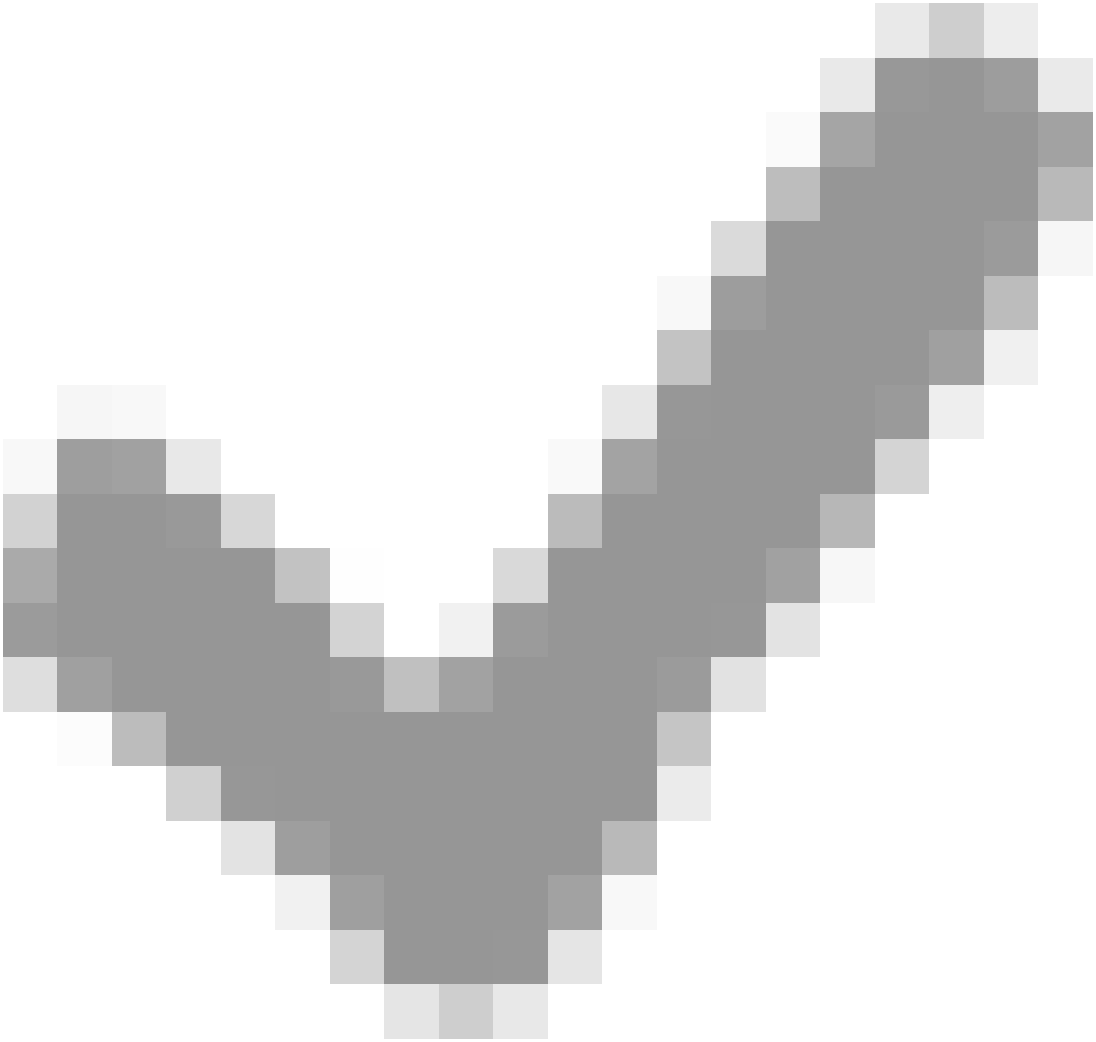
We recommend that you add a picture less than 2.0 megapixels. Either the smaller or larger picture will be scaled proportionally to fit the screen.

Before You Begin

Make sure that the picture is in the root directory of your USB flash drive, and the USB flash drive is connected to your phone successfully.

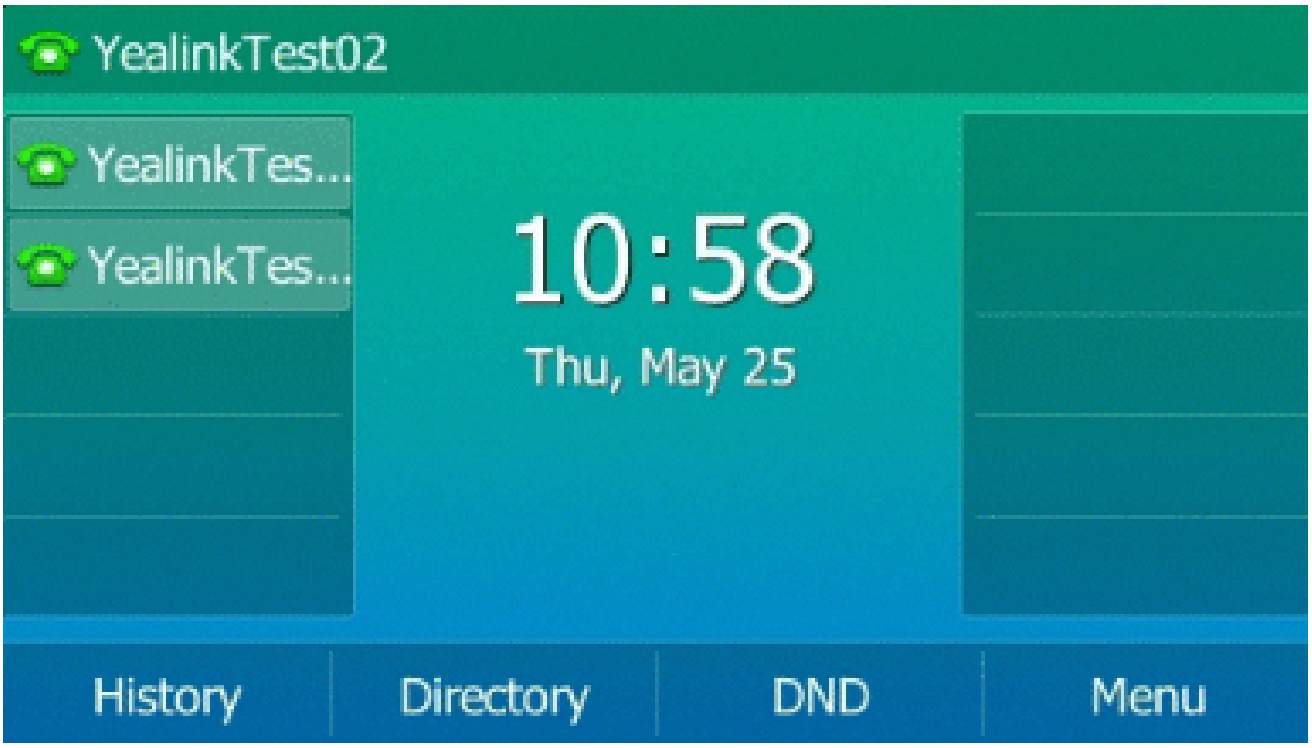
Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **USB** > **Browse Photo**.
   - For CP925/CP935W/CP965 phones, go to **More** > **USB** > **Browse Photo**.
   - For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones: When USB flash drive is connected to your phone, the pictures on the USB flash drive are shown in the album. You can set a picture as wallpaper using the **Gallery** or **File Manager**.
2. Select the desired picture and select **Preview**.
3. For T48S/T48G/T48U/T57W phones, tap the desired picture to preview.
3. Select **Set as** > **Set as wallpaper**.
4. Select **OK** or



.

The phone background image will change to the selected picture.



Add Dsskey Screen Wallpaper from USB Flash Drive

> It is not applicable to VP59/T58A/T58W/T88W (Pro)/T88V Pro.

You can set a picture that is stored in the USB flash drive as the background image for the dsskey screen.

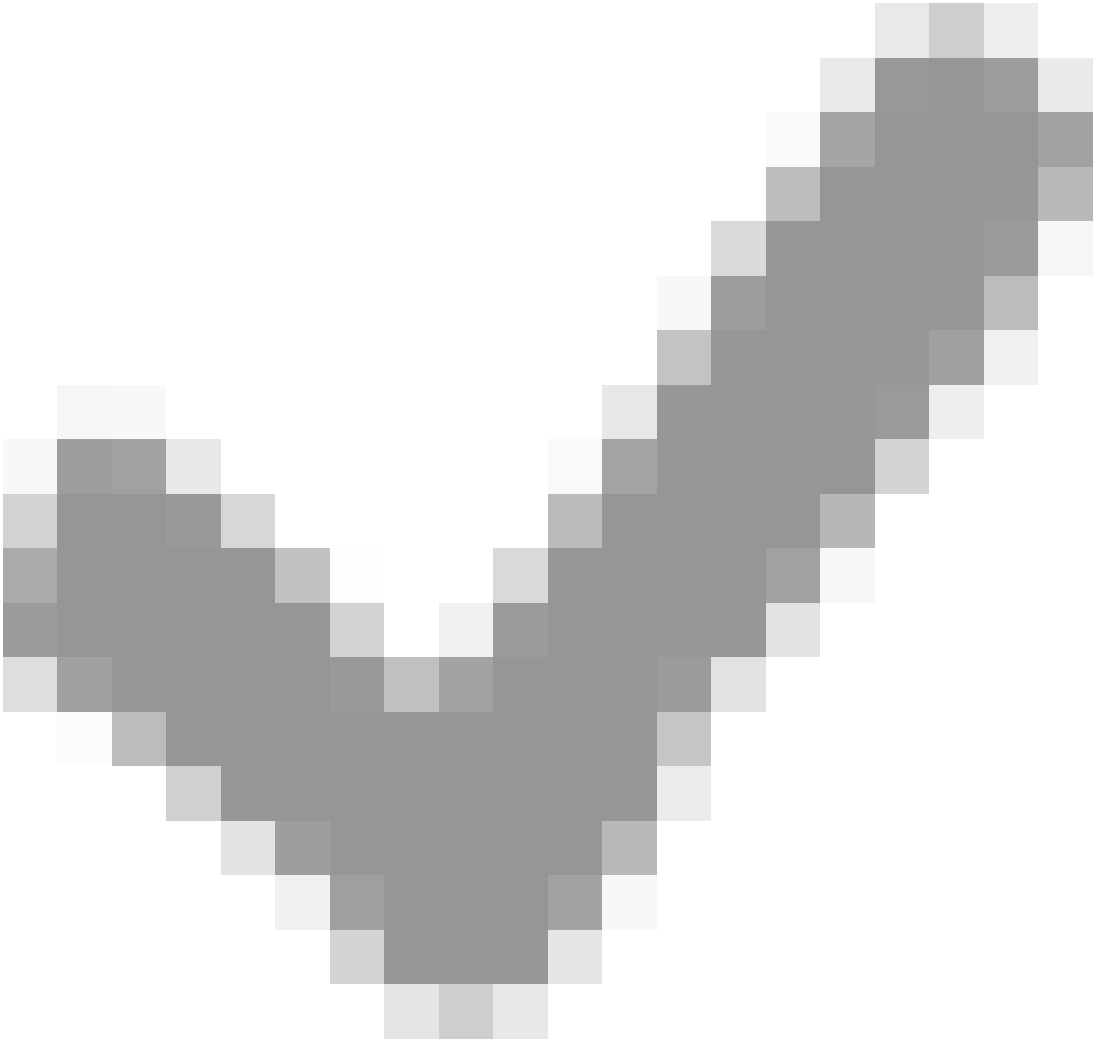
We recommend that you add a picture less than 2.0 megapixels. Either the smaller or larger picture will be scaled proportionally to fit the screen.

Before You Begin

Make sure that the picture is in the root directory of your USB flash drive, and the USB flash drive is connected to your phone successfully.

Procedure

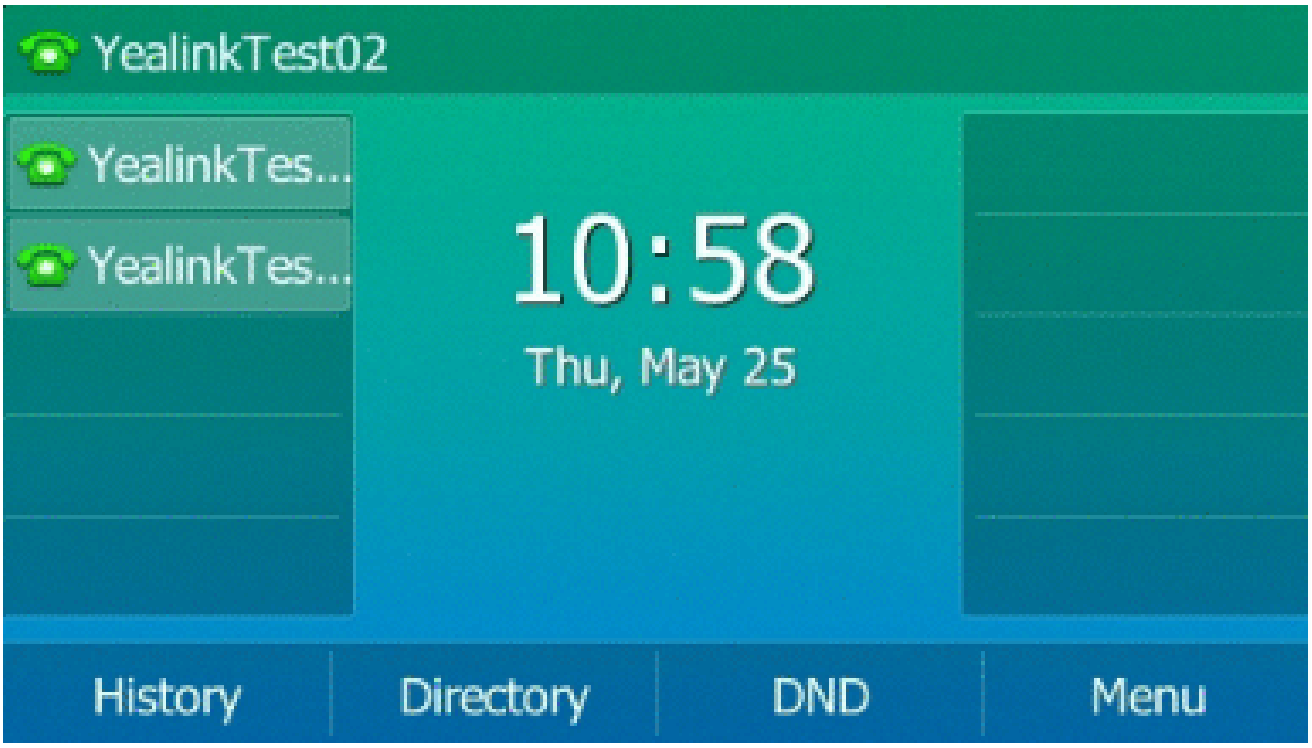
1. Go to **Menu** > **USB** > **Browse Photo** or go to **More** > **USB** > **Browse Photo**.
2. Select the desired picture.
3. Select **Set as** > **Set as dsskey wallpaper**.
4. Select **Save** or



.

The background image of dsskey screen will change to the selected picture.

The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

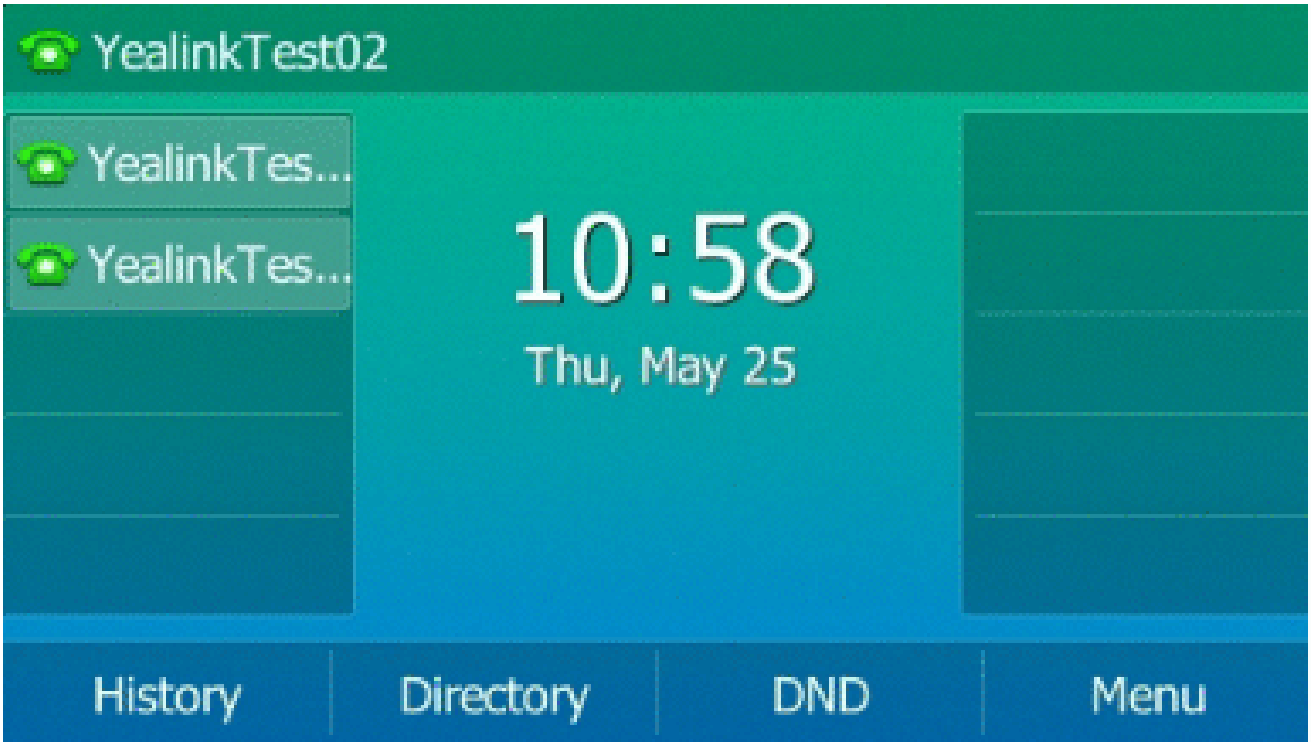
Adjust Transparency

If the background picture affects the idle screen display, you can change the transparency to make the texts of the line key and status bar easier to read.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Basic** > **Display** > **Accessibility** > **Transparency**.
   - For VP59/T58A/T58W phones, go to **Settings** > **Basic Settings** > **Display** > **Accessibility** > **Transparency**.
   - For T88W (Pro)/T88V Pro phones, go to **Settings** > **Accessibility** > **Transparency**.
   - For CP925/CP935W/CP965 phones, go to **More** > **Basic** > **Display** > **Transparency** or **More** > **Settings** > **Basic Settings** > **Display** > **Transparency**.
2. Select the desired value from the **Transparency** field.
3. Select **Save**.

The following figure shows an example of the screen display when the transparency is set to 100%:



Screen Saver

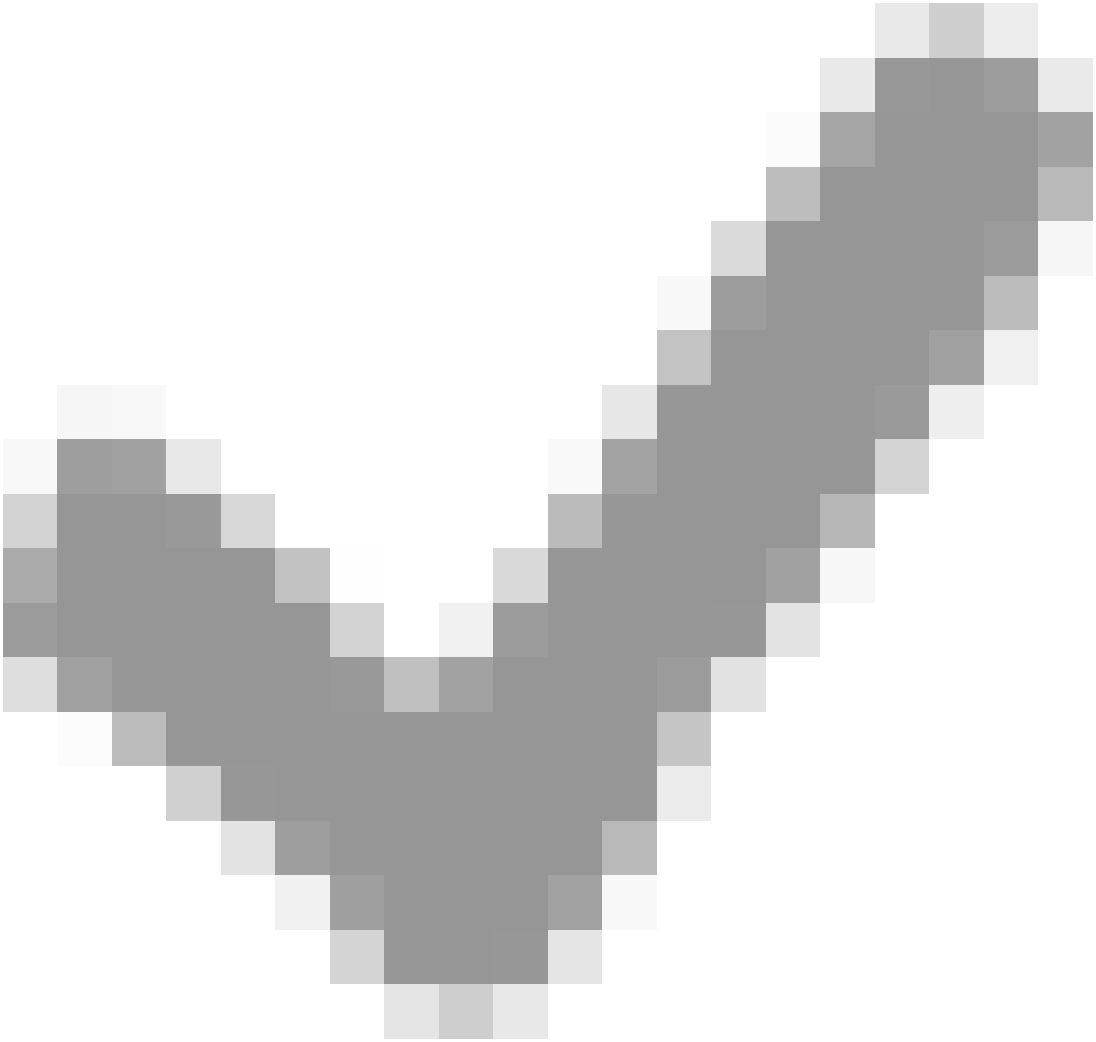
The screen saver starts automatically when your phone has been idle for the preset waiting time. You can stop the screen saver by pressing any key.

Change Waiting Time for Screen Saver

You can set the waiting time after no activity before displaying the screen saver.

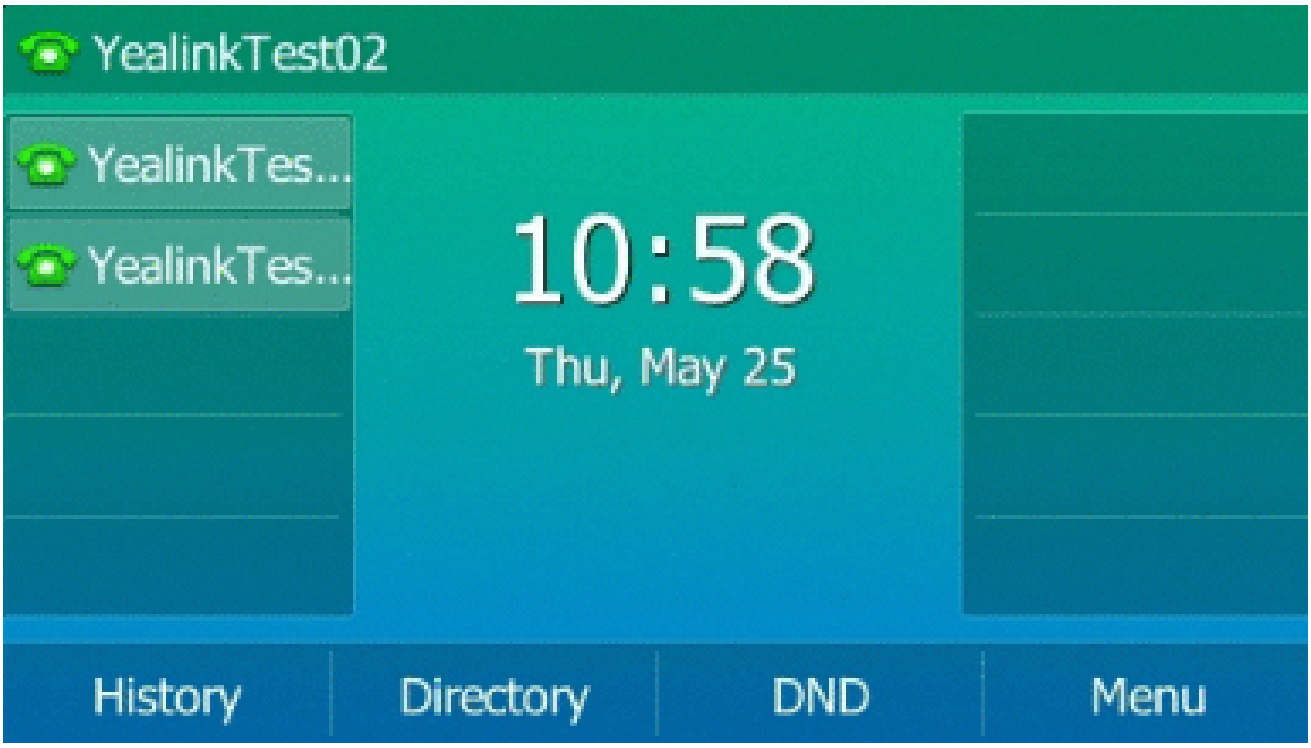
Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, do one of the following:
     - Go to **Menu** > **Basic** > **Display** > **Screensaver**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Display** > **Screensaver**.
   - For T58A/T58W/VP59:
     i. Swipe left or right to go to the second idle screen.
     ii. Go to **Settings** > **Basic Settings** > **Display** > **Screen Saver**.
   - For T88W (Pro)/T88V Pro:
     i. Swipe left or right to go to the second idle screen.
     ii. Go to **Settings** > **Display** > **Screensaver**.
   - For CP925/CP935W/CP965 phones, do one of the following:
     - Go to **More** > **Basic** > **Display** > **Screensaver**.
     - Go to **More** > **Settings** > **Basic** > **Display** > **Screensaver**.
2. Select the desired waiting time from the **Screensaver Wait Time** field.
3. Select **Save** or



.

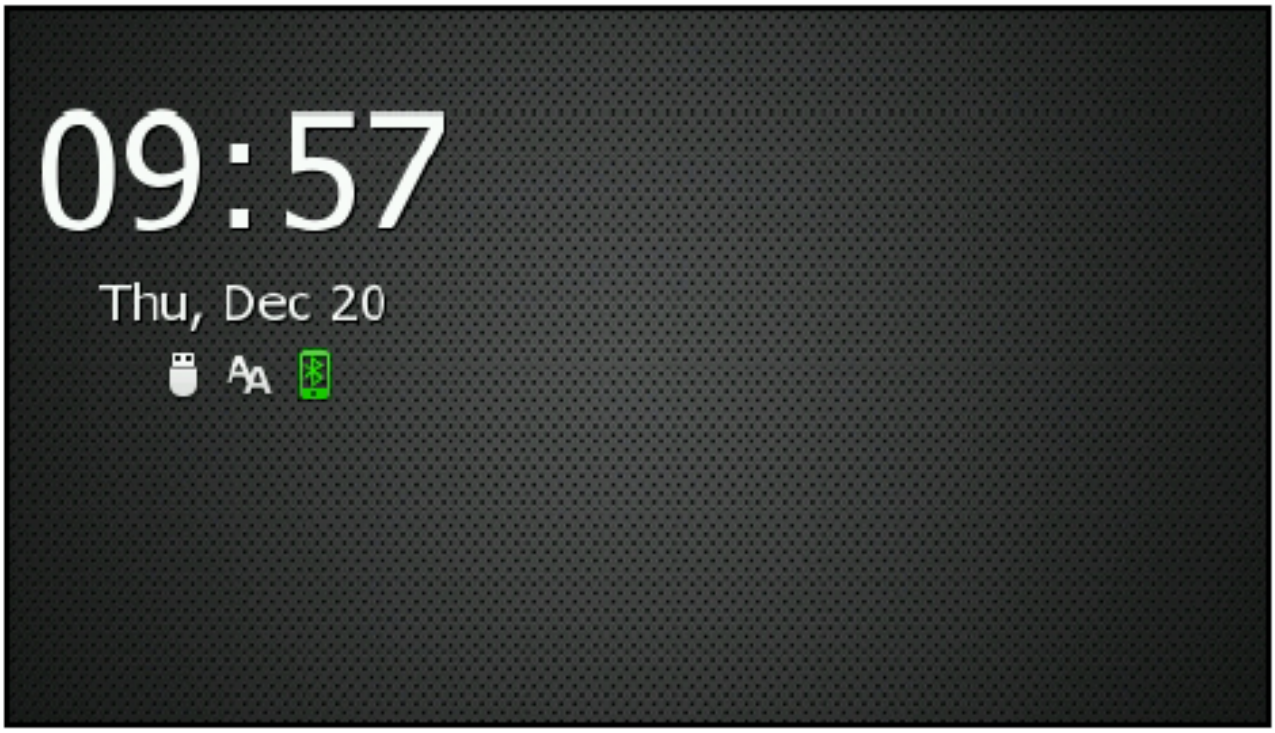
The following takes T54W for example.



Disable Time/Date & Status Icons Display

For the T33P/T33G/T48S/T48G/T46S/T46G/T48U/T46U/T57W/T54W/T53C/CP925/CP935W phones, you can disable your phone to display time, date, and status icons on the screen saver.

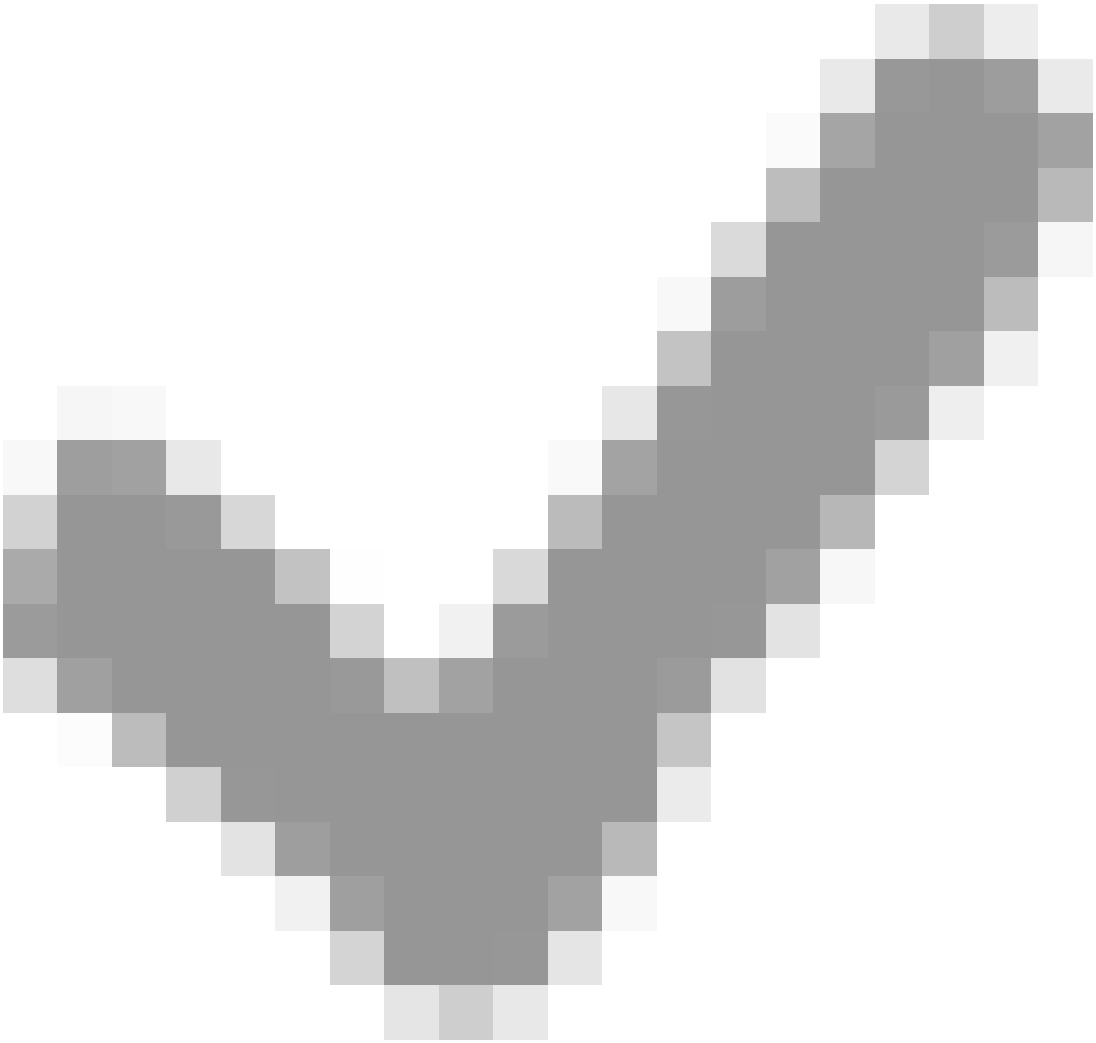
The Time & Date and status icons display on the screensaver, as shown below:



Procedure

1. Go to **Menu** > **Basic** > **Display** > **Screensaver**.
2. For CP925/CP935W/CP965 phones, go to **More** > **Basic** > **Display** > **Screensaver**.

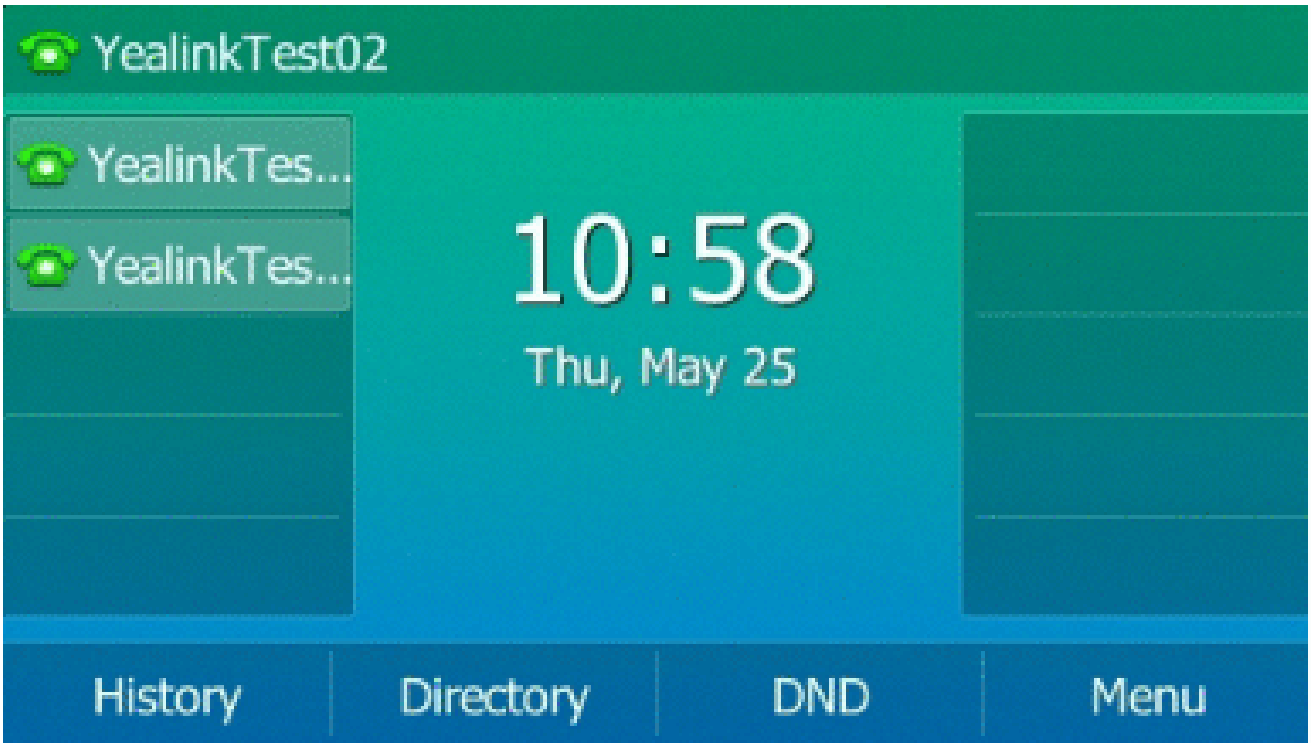
2. Select **Disabled** or **Off** from the **Display Clock** field.
3. Select **Save** or



.

> You cannot configure Time & Date and status icons display if your system administrator has set your phone to display custom information on the screen saver.

The following takes T54W for example.



Set Screen Saver Type

The screen saver can start with different types, and you can set it manually.

- For VP59/T58A/T58W/CP965 phones, your phone supports four screen saver types:
  - Clock
  - Colours
  - Photo Frame
  - Photo Table
- For the T3X/T48S/T48G/T46S/T46G/T57W/T54W/T53C phones, you can choose one of the following screen saver types:
  - System
  - Custom
  - Server XML (shows custom information on the screen saver)
- For T88W (Pro)/T88V Pro phones, your phone supports four screen saver types:
  - Clock
  - Colours
  - Photo Frame
  - Photo Table
  - Server XML (shows custom information on the screen saver)
  - System screensaver

The T43U/T42U/T42S/T42G/T41S/T41P/T40P/T40G/T53W/T53 phones can only display custom information that your system administrator presets as the screen saver.

Before You Begin

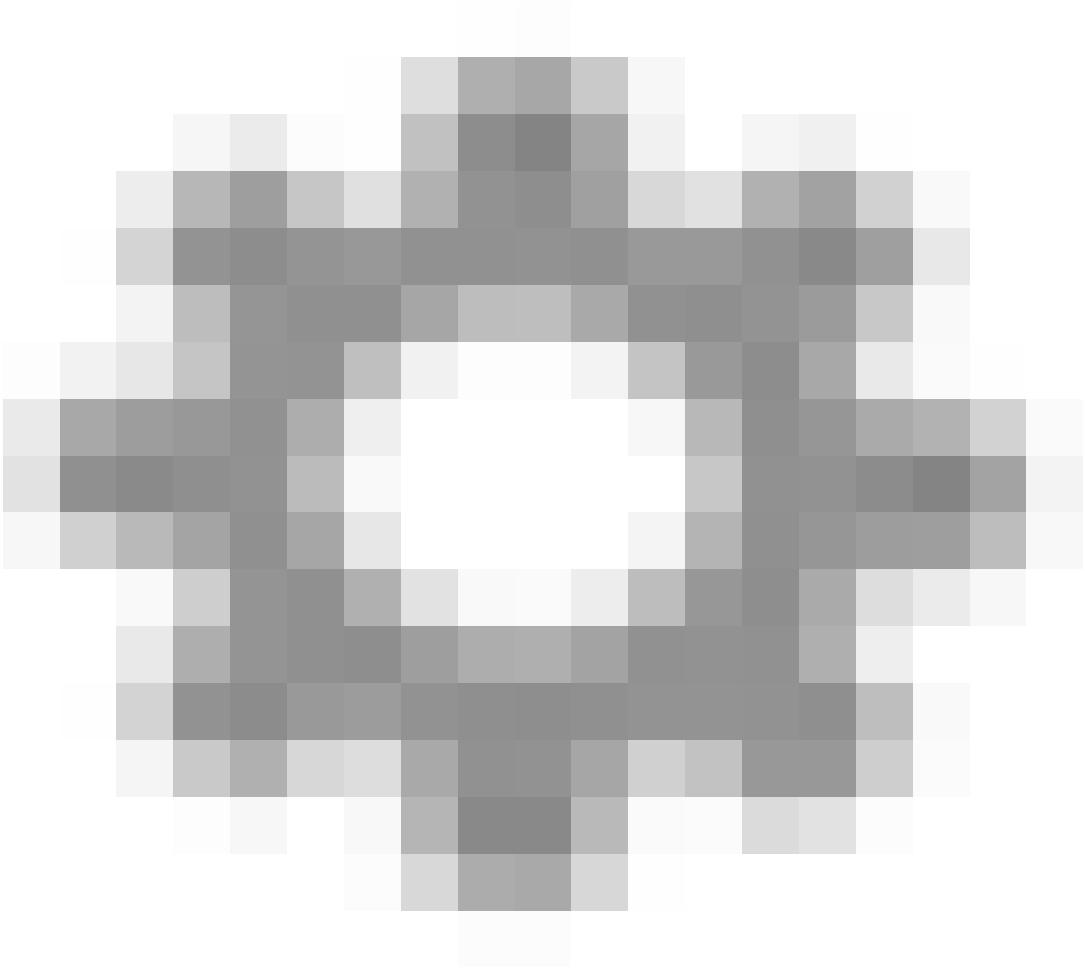
If you want to set a custom picture as the screen saver, make sure that your system administrator has uploaded the custom picture.

If you want to show custom information on the screen saver, make sure that your system administrator has set the custom information.

Procedure

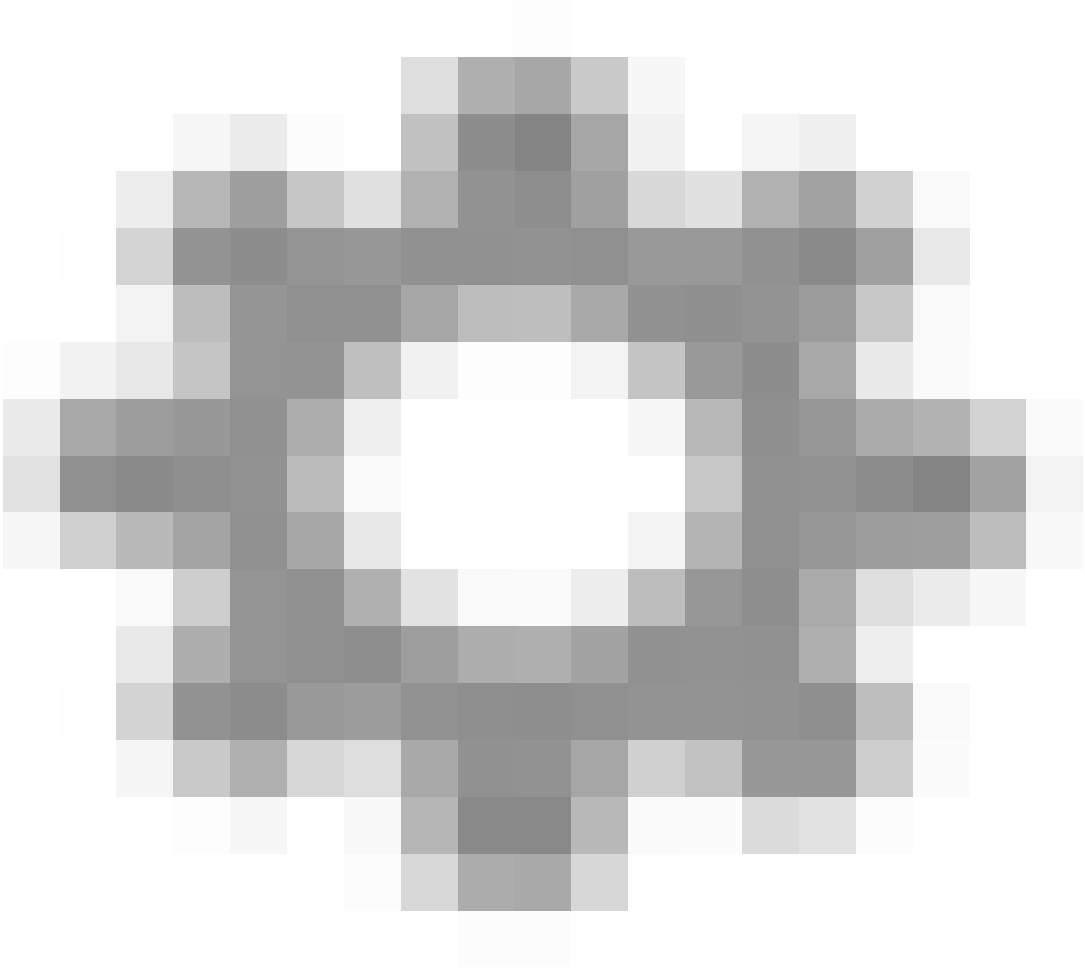
Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Basic** > **Display** > **Screensaver**.
  b. Select the desired screen saver type from the **Screensaver Type** field.
    - If you select **System**.
    - The phone automatically sets the built-in picture as the screen saver.
    - If you select **Custom**.
    - The phone automatically sets the custom pictures as the screen saver and displays these pictures alternately.
    - If you select **Server XML**.
    - The phone automatically displays the custom information (for example, notifications or company logo) on the screen saver.
  c. Select **Save**.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Display** > **Screensaver**.
  c. Select the desired screen saver type.
    - If you select **Clock**, select



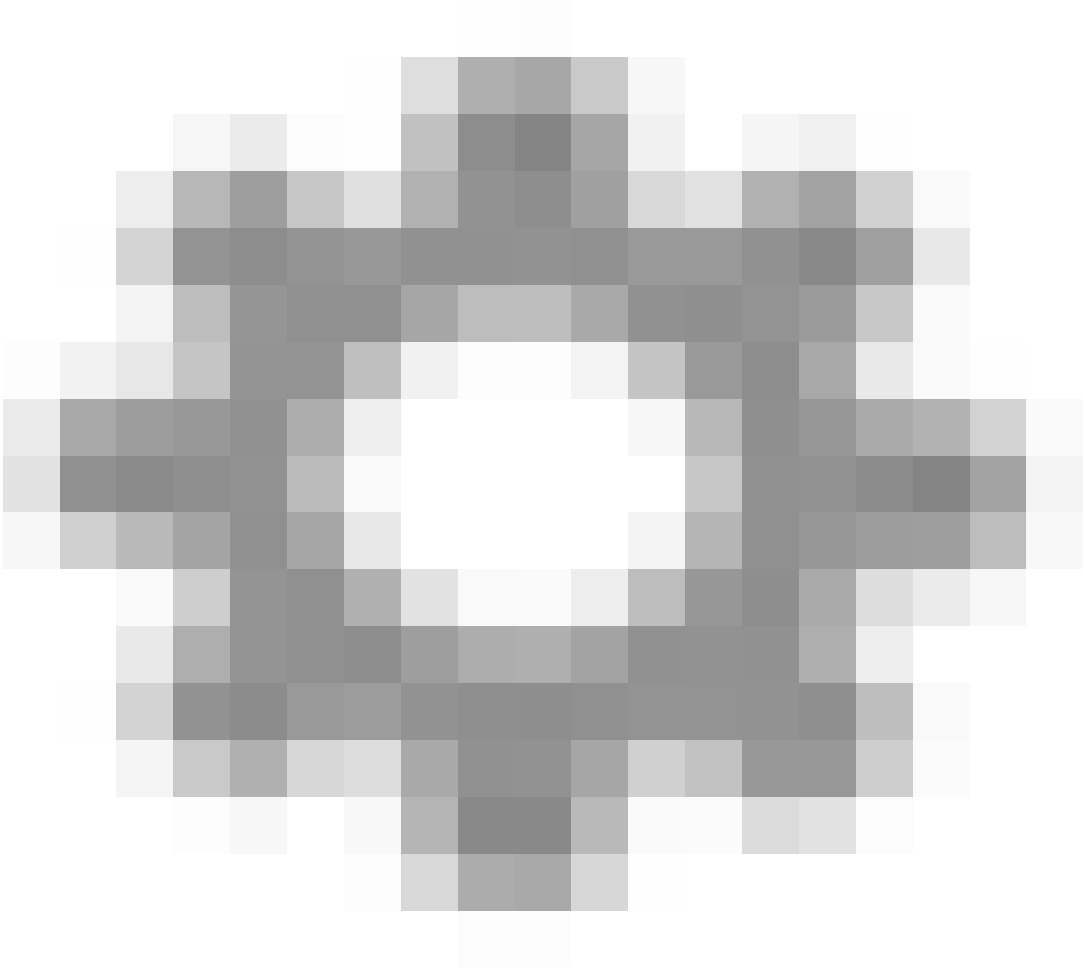
to select **Style** or **Night mode**.

- If you select **Photo Frame**, select



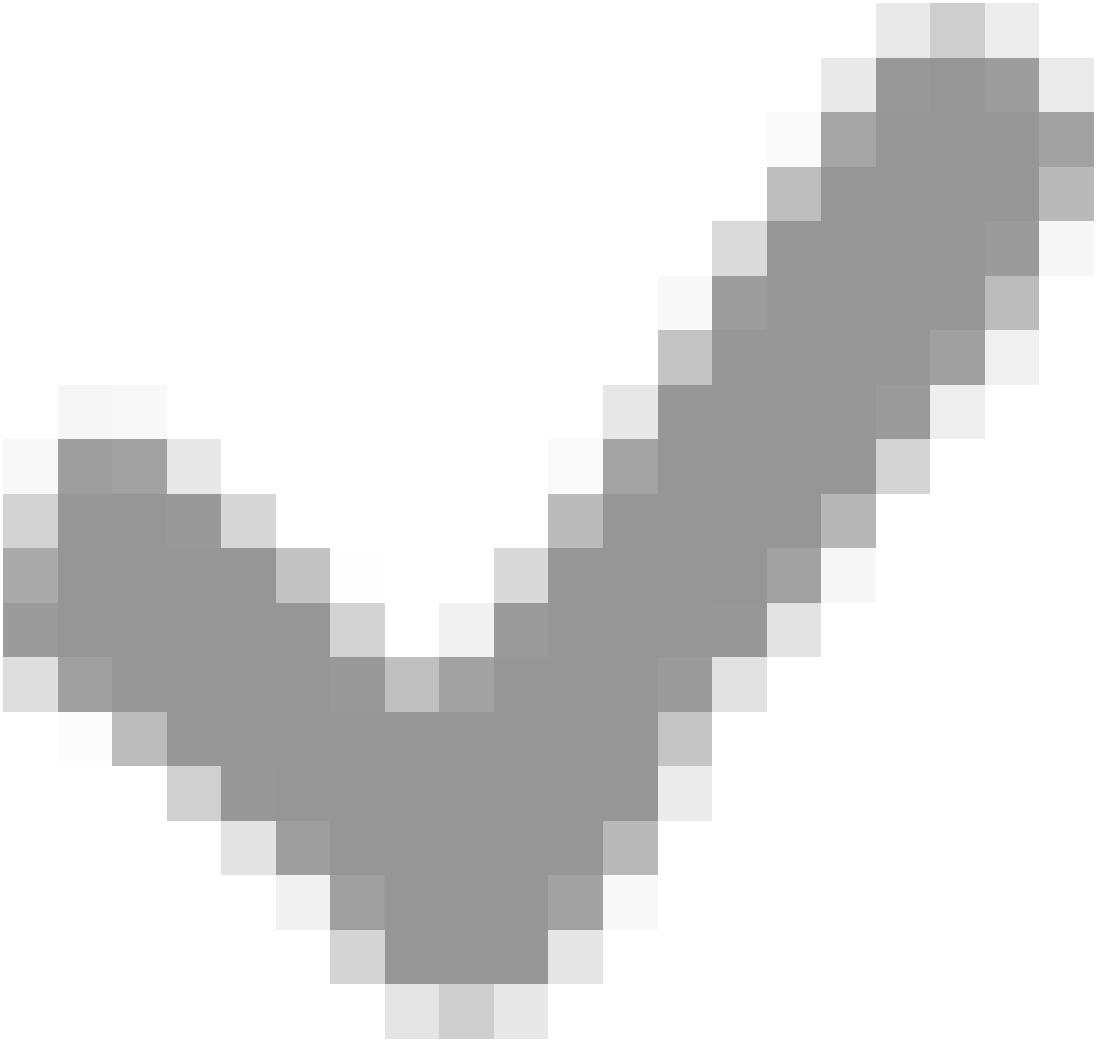
to select the desired photo album(s).

- If you select **Photo Table**, select



to select the desired photo album(s).

d. Select



.

- For T88W (Pro)/T88V Pro:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Display** > **Select a Screensaver**.

  c. Select the desired screen saver type.

  - If you select **Clock**, select **Screensaver settings** to select **Style** or **Night mode**.
  - If you select **Photo Frame**, select **Screensaver settings** to select the desired photo album(s).
  - If you select **Photo Table**, select **Screensaver settings** to select the desired photo

album(s).

- If you select **System**, the phone automatically sets the built-in picture as the screen saver.
- If you select **Server XML**, the phone automatically displays the custom information (for example, notifications or company logo) on the screen saver.

- For CP925/CP935W/CP965 phones:

  a. Go to **More** > **Basic** > **Display** > **Screensaver**.

  b. Select the desired screen saver type from the **Screensaver Type** field.

  - If you select **System**.
  - The phone automatically sets the built-in picture as the screen saver.
  - If you select **Custom**.
  - The phone automatically sets the custom pictures as the screen saver and displays these pictures alternately.
  - If you select **Server XML**.
  - The phone automatically displays the custom information (for example, notifications or company logo) on the screen saver.

  c. Select **Save**.

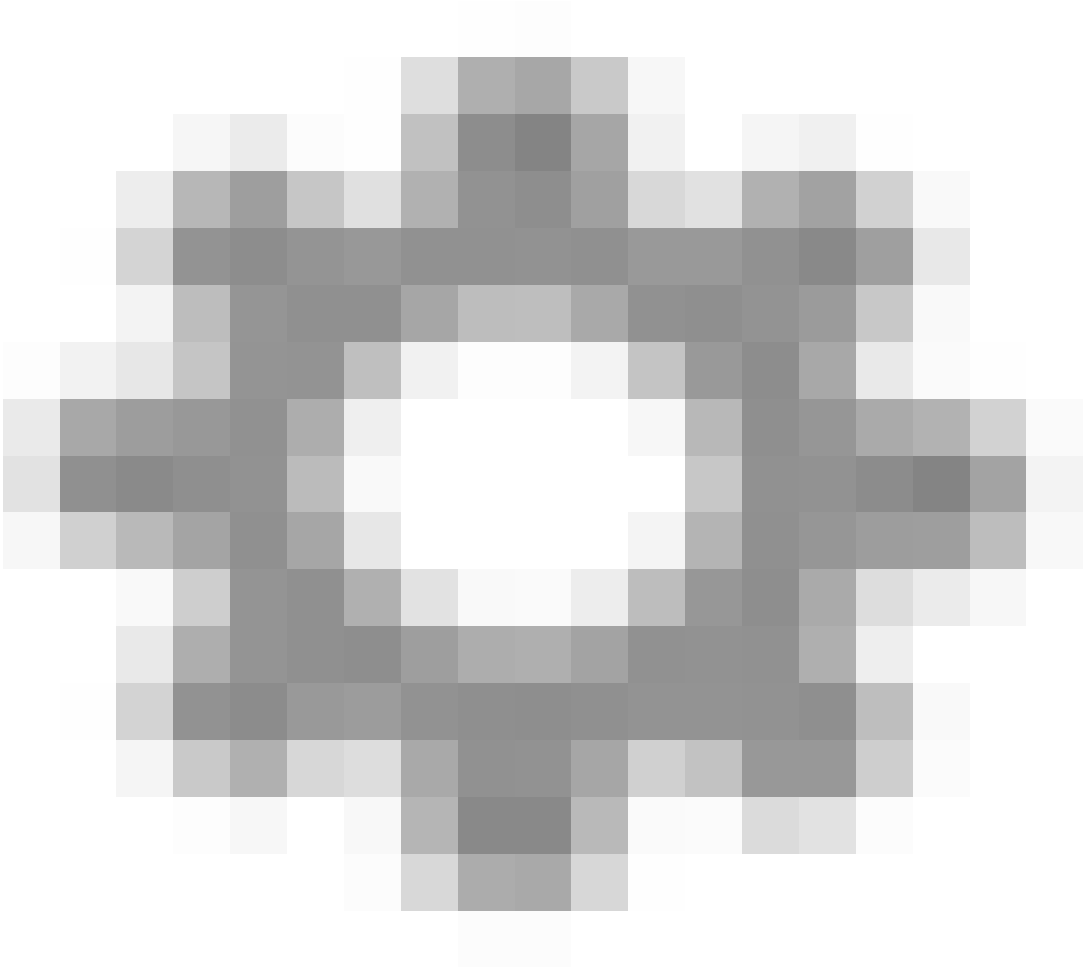
- For CP965 phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **More** > **Settings** > **Basic** > **Display** > **Screensaver**.

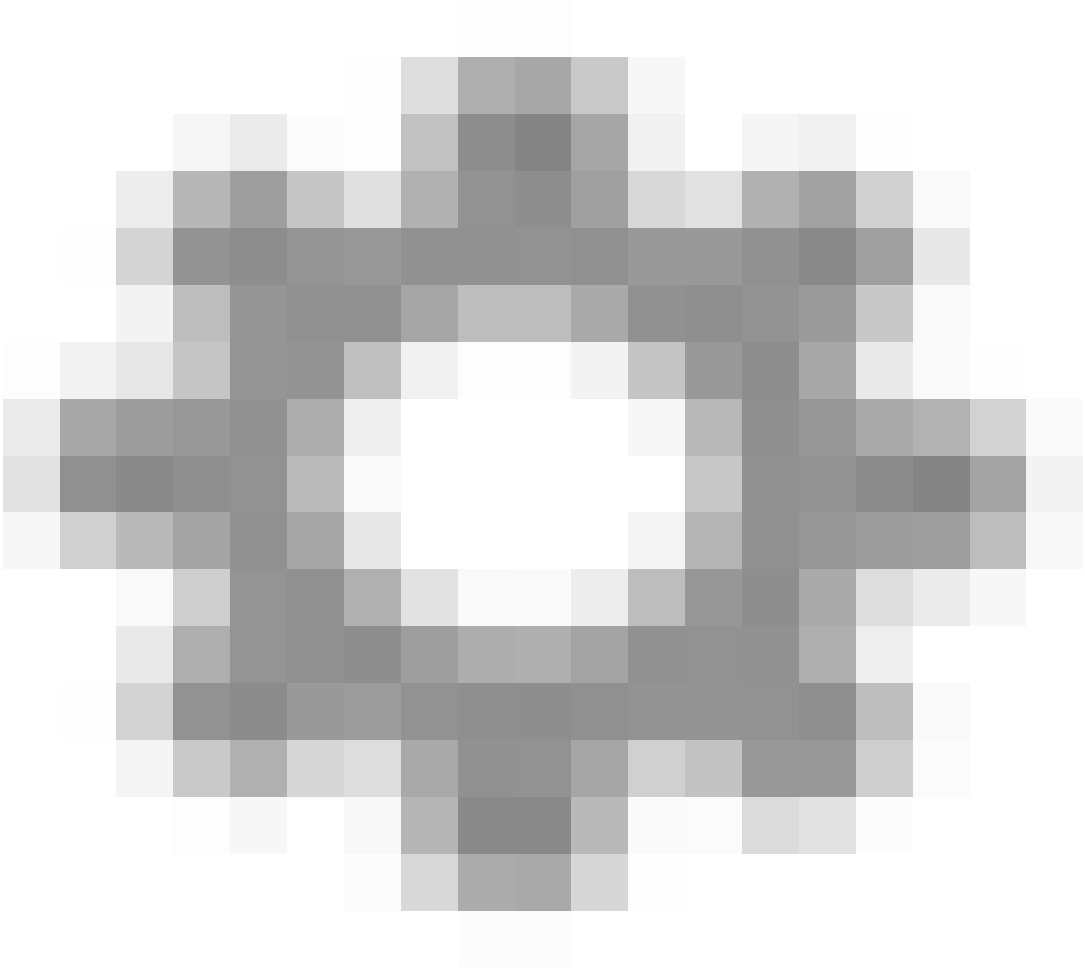
  c. Select the desired screen saver type.

  - If you select **Clock**, select



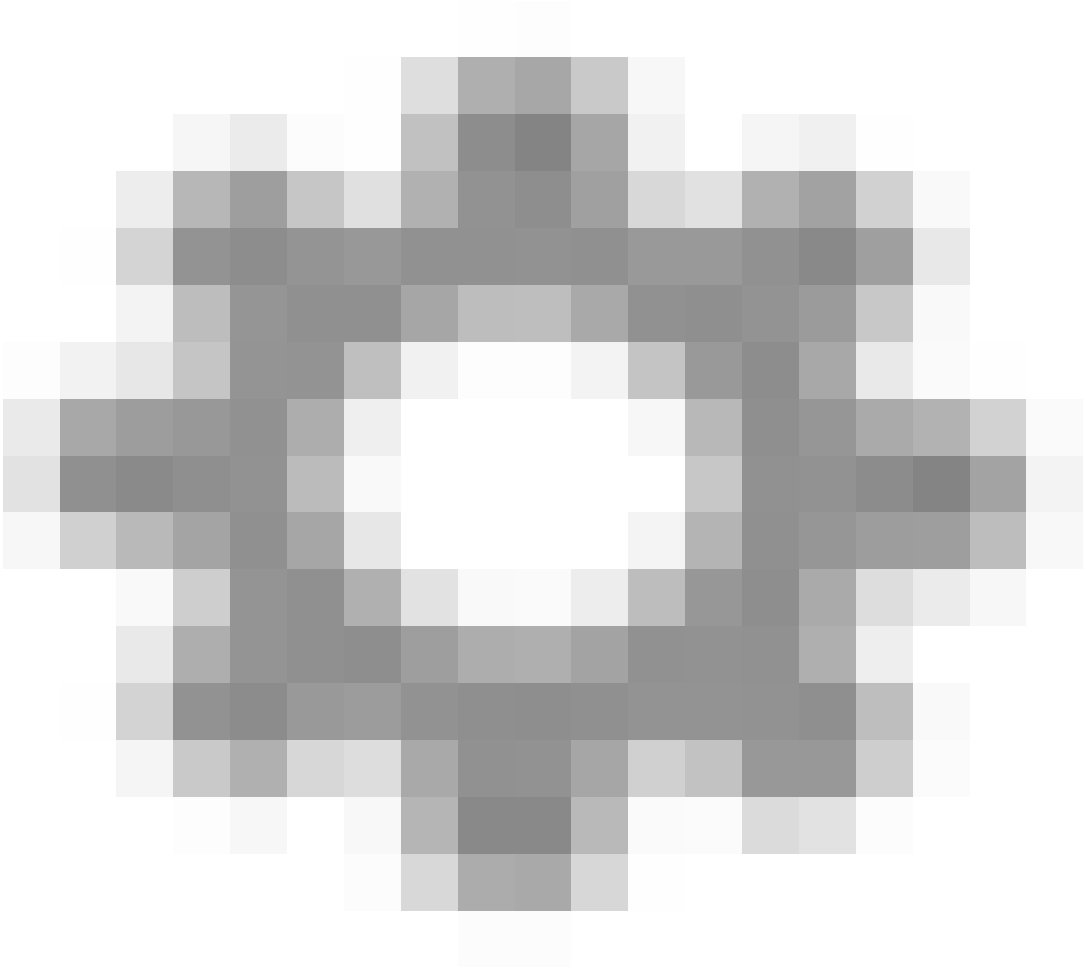
to select **Style** or **Night mode**.

- If you select **Photo Frame**, select



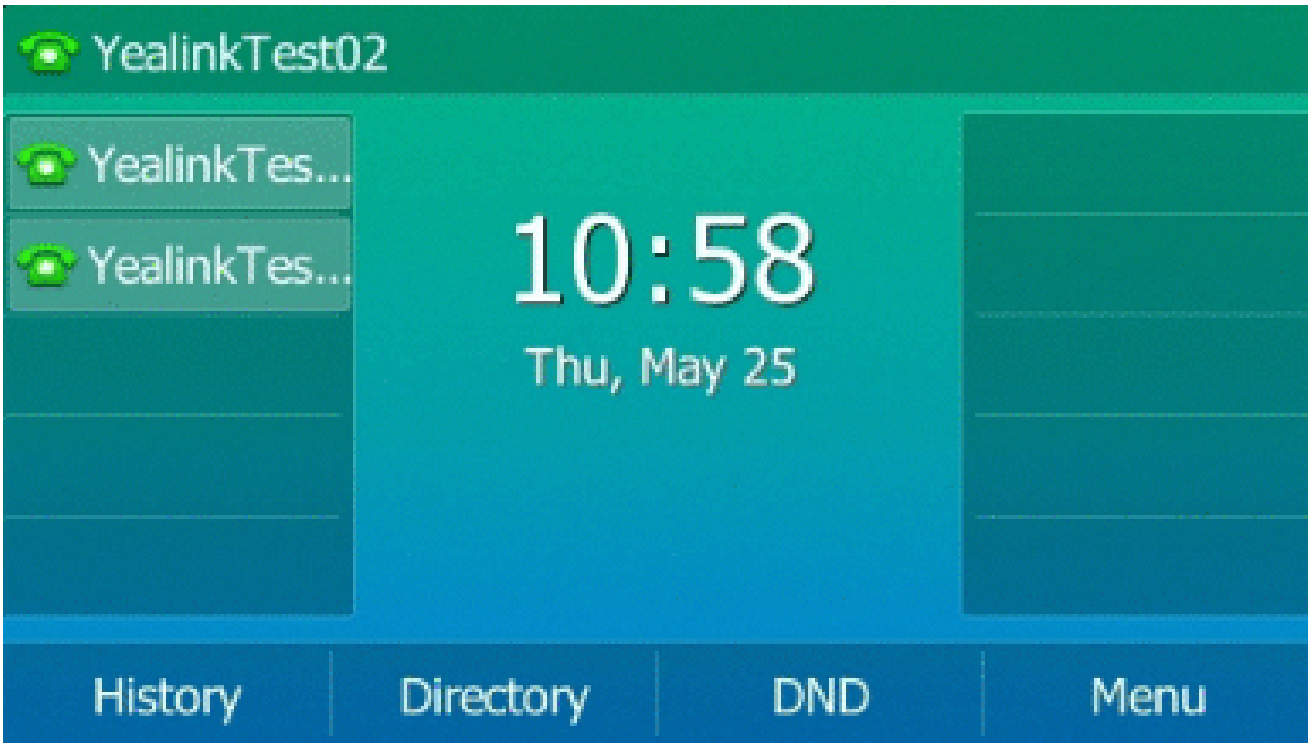
to select the desired photo album(s).

- If you select **Photo Table**, select



to select the desired photo album(s).

The following takes T54W for example.



Add Screen Saver from USB Flash Drive

You can use a picture that is stored in your USB flash drive as the screen saver on your phone. We recommend that you add a picture less than 2.0 megapixels. Either the smaller or larger picture will be scaled proportionally to fit the screen.

It is only available on T4X/T57W/T54W/T53C phones.

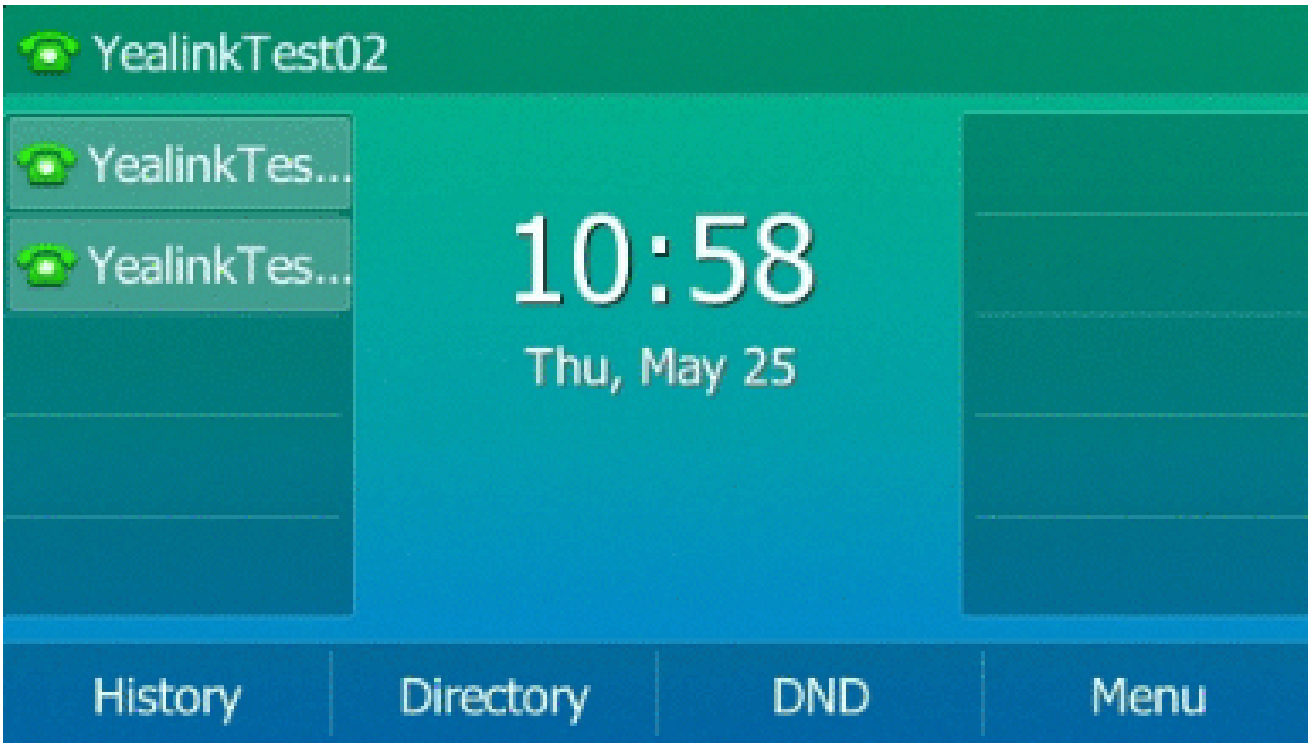
Before You Begin

Make sure that the picture is in the root directory of your USB flash drive, and that the USB flash drive is connected to your phone successfully.

Procedure

1. Go to **Menu** > **USB** > **Browse Photo**.
2. Select the desired picture and select **Preview**.
   For T48S/T48G/T48U/T57W phones, tap the desired picture to preview.
3. Select **Set as** > **Set as screensaver**.
4. Select **OK**.

The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Change Backlight & Time

You can change the brightness of the phone screen during phone activity and inactivity. The brightness automatically changes after the phone has been idle for a specified time.
You can change the screen backlight and time in the following settings:
Active Level: The brightness level of the phone screen when the phone is active. Digits 1 to 10 represent different brightness levels. 10 is the brightest level.
Inactive Level: The brightness of the phone screen when the phone is inactive. You can select a low brightness or turn off the backlight. It is only available for the T57W/T54W/T53C phones.
Backlight Time: The delay time to change the brightness of the phone screen when the phone is inactive. Backlight time includes the following settings:

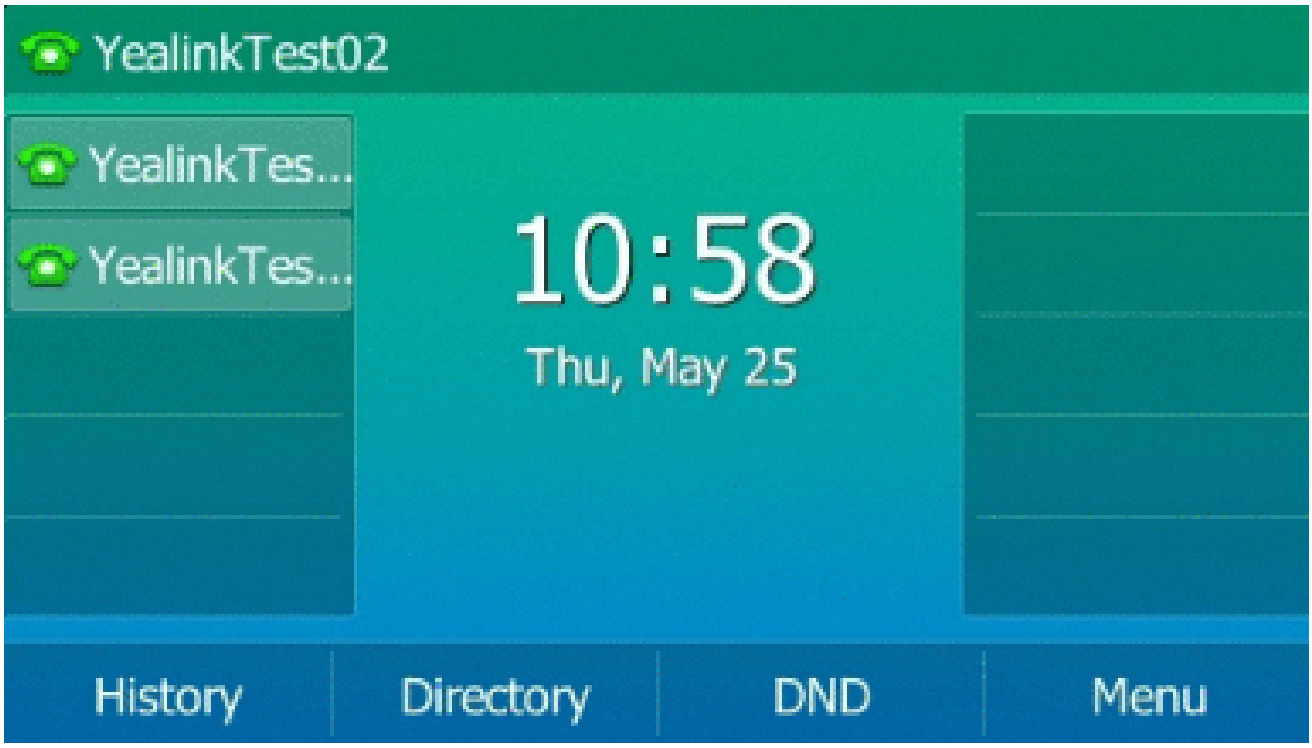
- **Always On**: Backlight is on permanently.
- **Always Off**: Backlight is off permanently. It is not available for the T57W/T54W/T53C phones.
- **30min**, **1h**, **2h, 4h**, **6h**, **8h,** or **12h**: Backlight is changed when the phone is inactive after the designated time.

> The T44U/T44W's time and date display format cannot be changed. The current version only supports the 24-hour clock format, and the date format is fixed as MM/DD.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, do one of the following:
     - Go to **Menu** > **Basic** > **Display** > **Backlight**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Display** > **Backlight**.
   - For CP925/CP935W phones, go to **More** > **Basic** > **Display** > **Backlight**.
2. Select the desired level from the **Active Level** field.
3. Select the desired level from the **Inactive Level** field.
4. Select the desired time from the **Backlight Time** field.
5. Select **Save**.

   The following takes T57W for example.

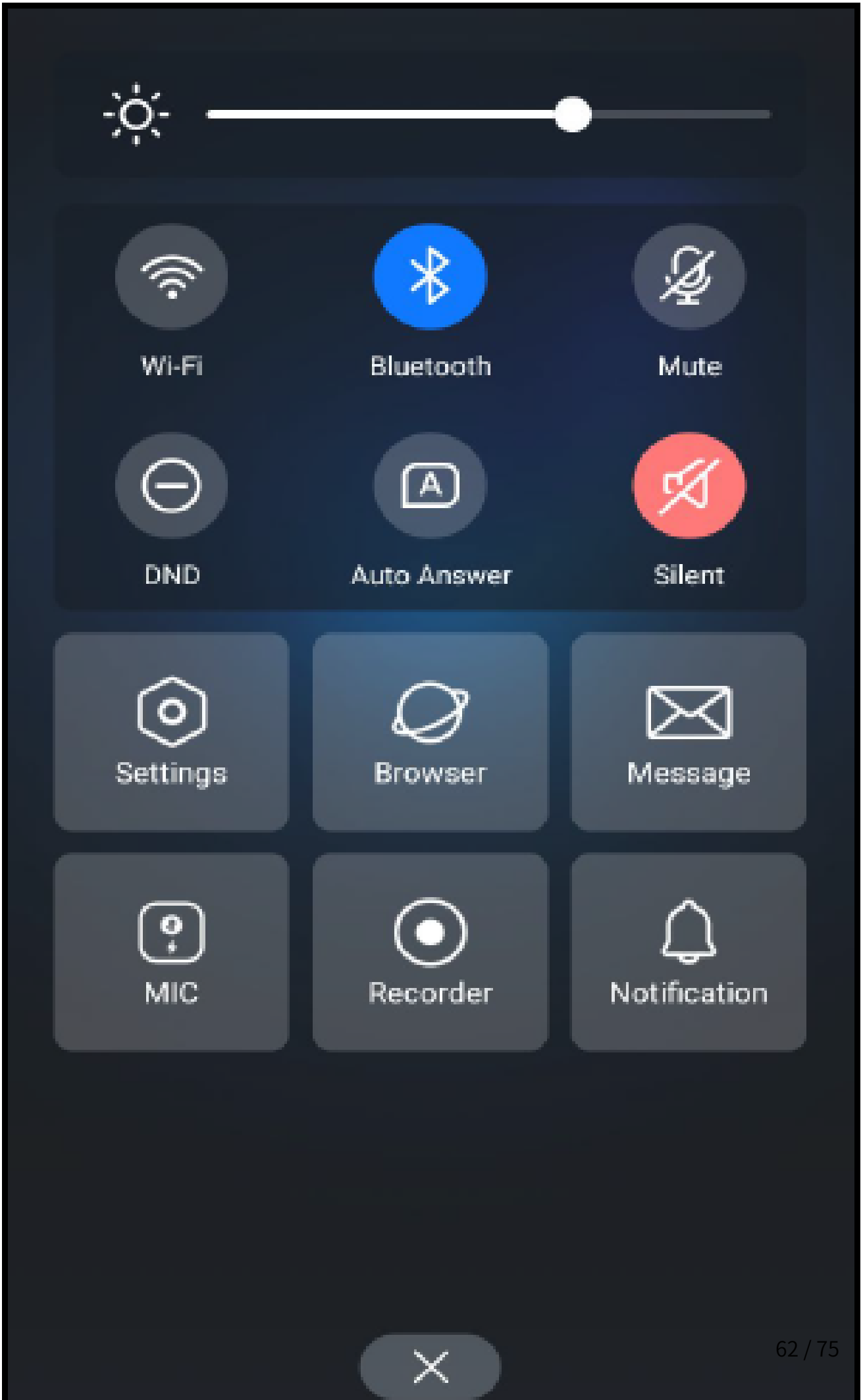


- For CP965 phones:

  a. Swipe down from the top of the screen.

  b. Do one of the following:

  - Drag the backlight slider.


Wi-Fi
Bluetooth
Mute
DND
Auto Answer
Silent
Settings
Browser
Message
MIC
Recorder
Notification

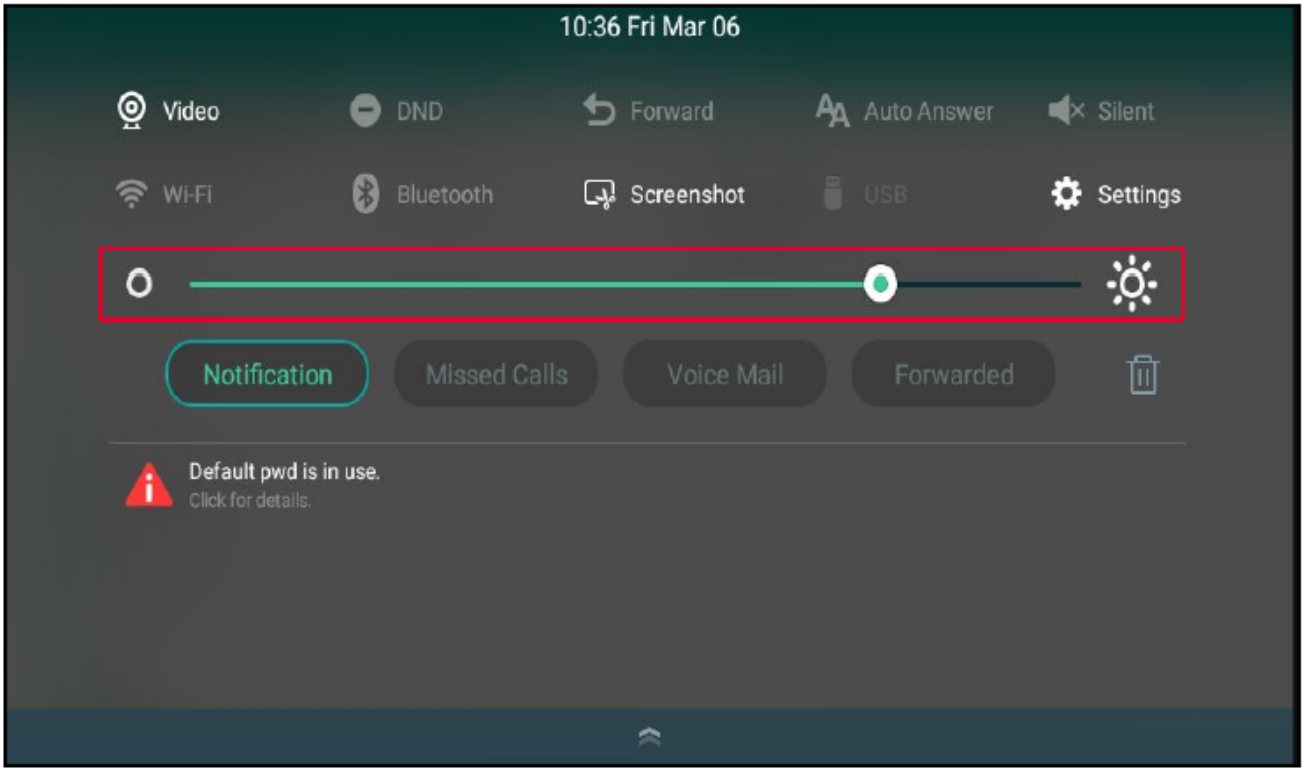
- *When dragging the slider, the control center (except the backlight slider) and notification center will be hidden. You can view the intensity changes of the phone screen in real-time.*
  If you lift your finger, the control center and notification center will be shown again.
- You can only change the screen intensity during phone activity on the control center. To change the backlight time, go to **More** > **Settings** > **Basic** > **Display** > **Backlight**.

- For VP59/T58A/T58W phones:

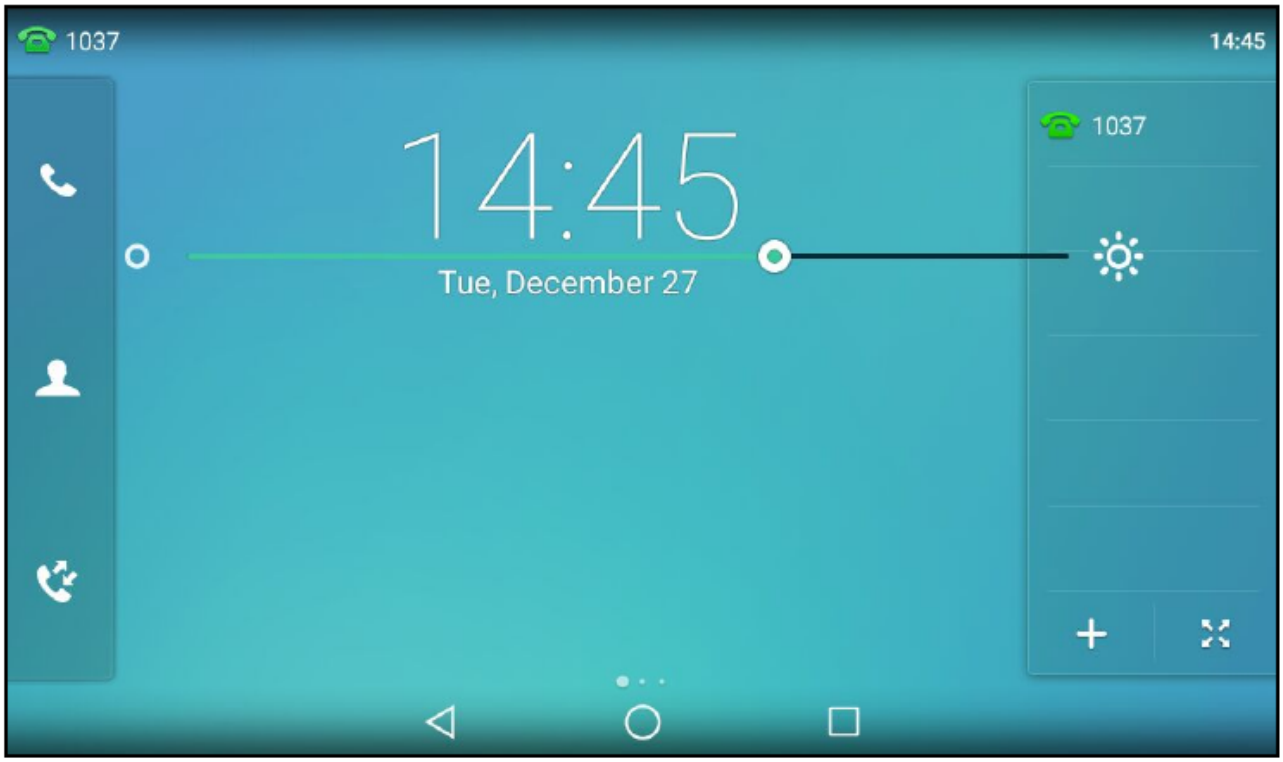
  a. Swipe down from the top of the screen.

  b. Do one of the following:

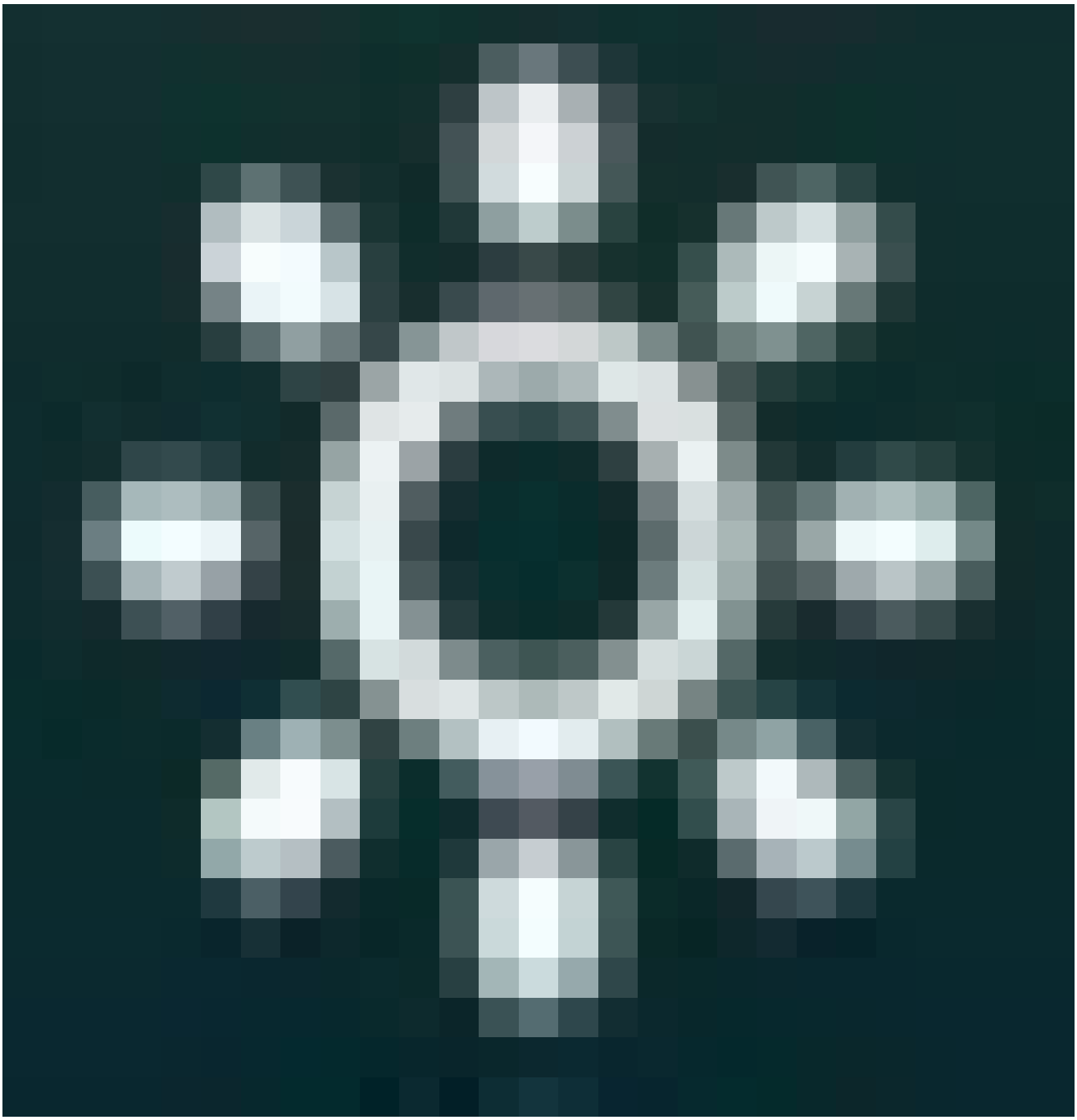
  - Drag the backlight slider.



  - When dragging the slider, the control center (except the backlight slider) and notification center will be hidden. You can view the intensity changes of the phone screen in real-time.



- If you lift your finger, the control center and notification center will be shown again.
- Tap



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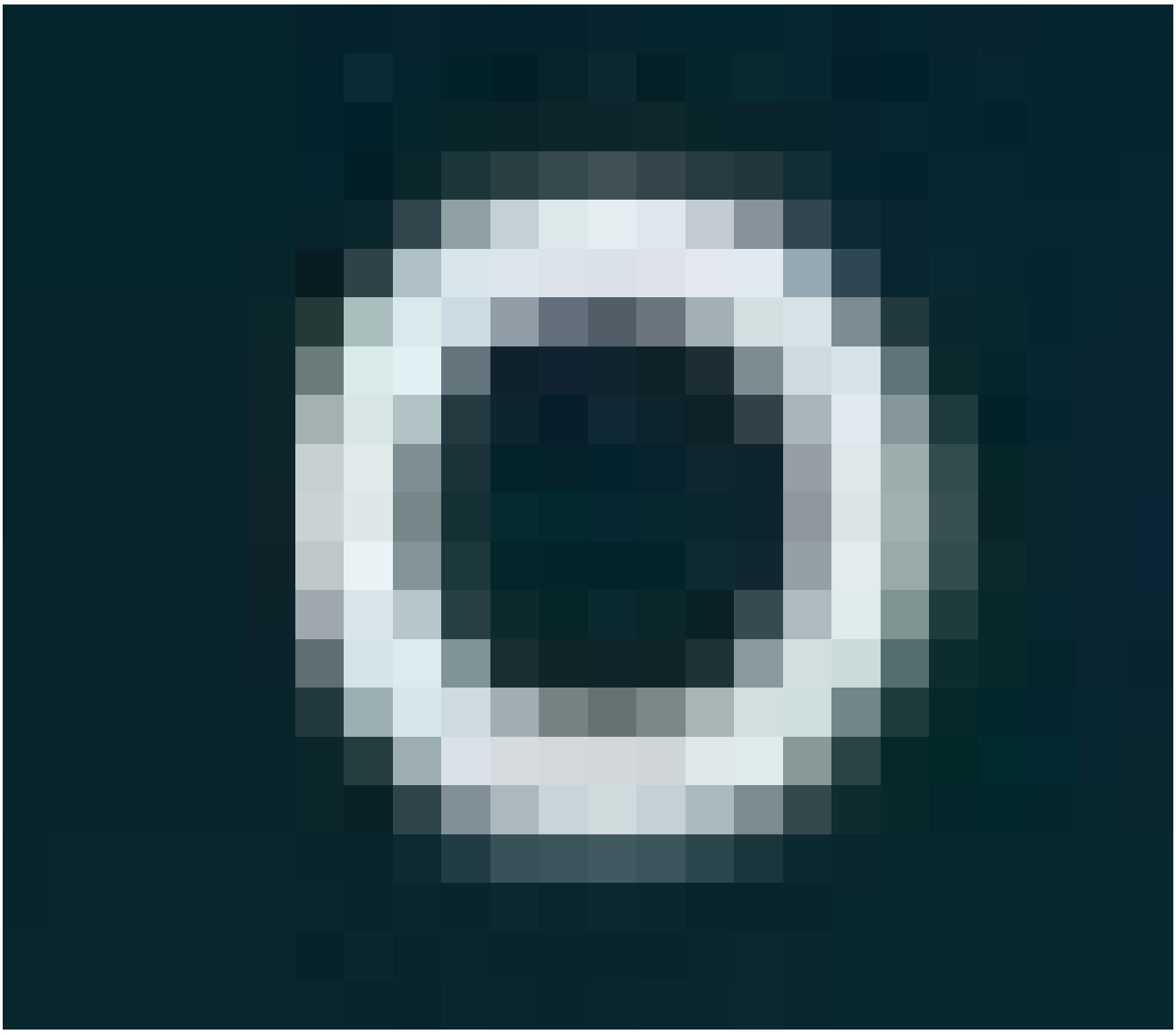
- The intensity of the phone screen is changed to the highest.
- Tap



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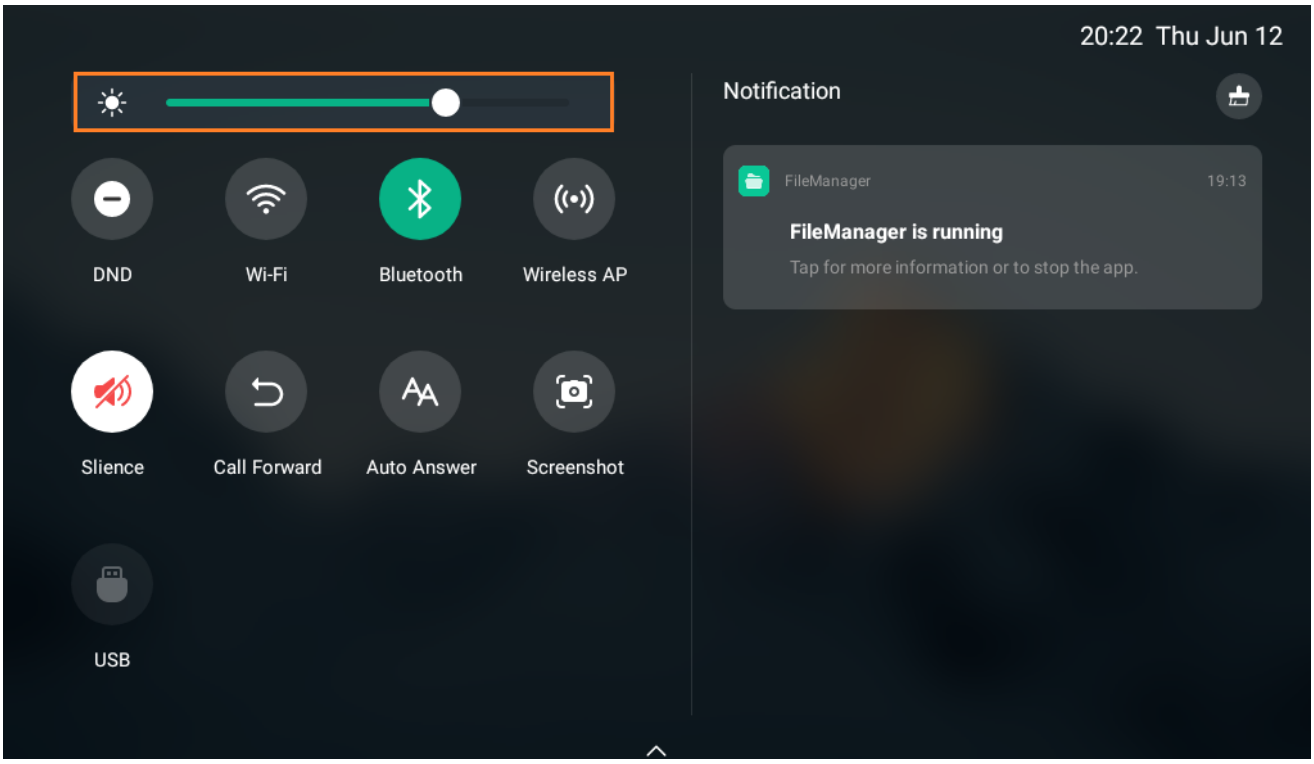
- The intensity of the phone screen is changed to the lowest.

> You can only change the screen intensity during phone activity on the control center. To change the backlight time, go to **Settings** > **Basic Settings** > **Display** > **Backlight**.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe down from the top of the screen.

  b. Drag the backlight slider.



c.

When dragging the slider, the control center (except the backlight slider) and notification center will be hidden. You can view the intensity changes of the phone screen in real-time.

Adjust Screen Contrast

You can adjust the screen contrast of the phone to make it easier to read.

The intensity of screen contrast ranges from 1 to 10, and the highest intensity is 10. It is not available on the T33P/T33G/T40P/T40G/T43U/T57W/T54W/T53C/VP59/T58A/T58W/CP925/CP935W/CP965/T7X/T8X phones.

Procedure

1. Go to **Menu** > **Settings** > **Basic Settings** > **Display** > **Contrast**.
   For CP925/CP935W/CP965 phones, go to **More** > **Settings** > **Basic** > **Display** > **Contrast** or **More** > **Basic** > **Display** > **Contrast**.
2. Select the desired value from the **Contrast** field.
3. Select **Save**.

Change Input Method

It is only applicable to VP59/T58A/T58W/CP965/T88W (Pro)/T88V Pro.

For VP59/T58A/T58W/CP965:

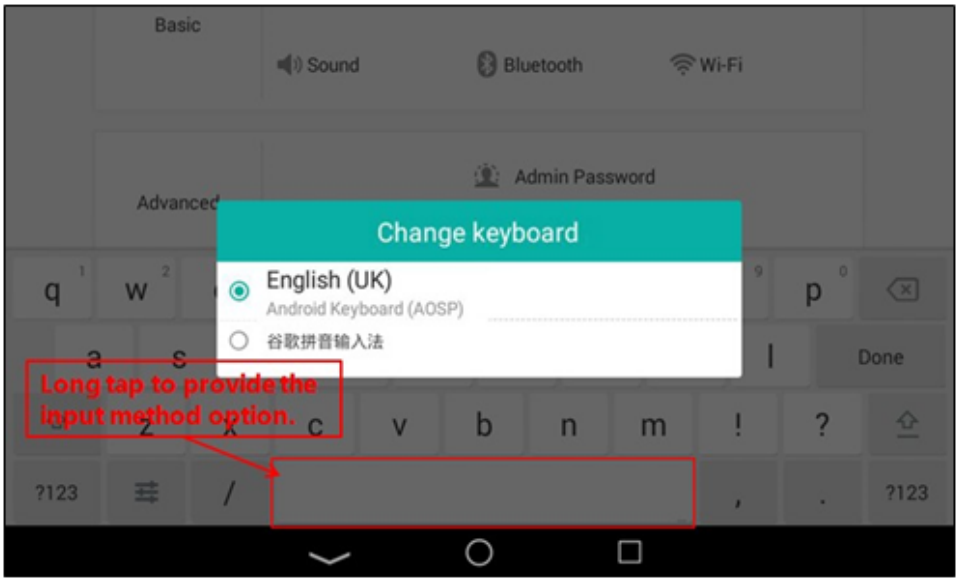
The phone supports two kinds of input methods: English (UK) and 谷歌拼音输入法. The default input method is English (UK). You can change the currently used input method.

Procedure

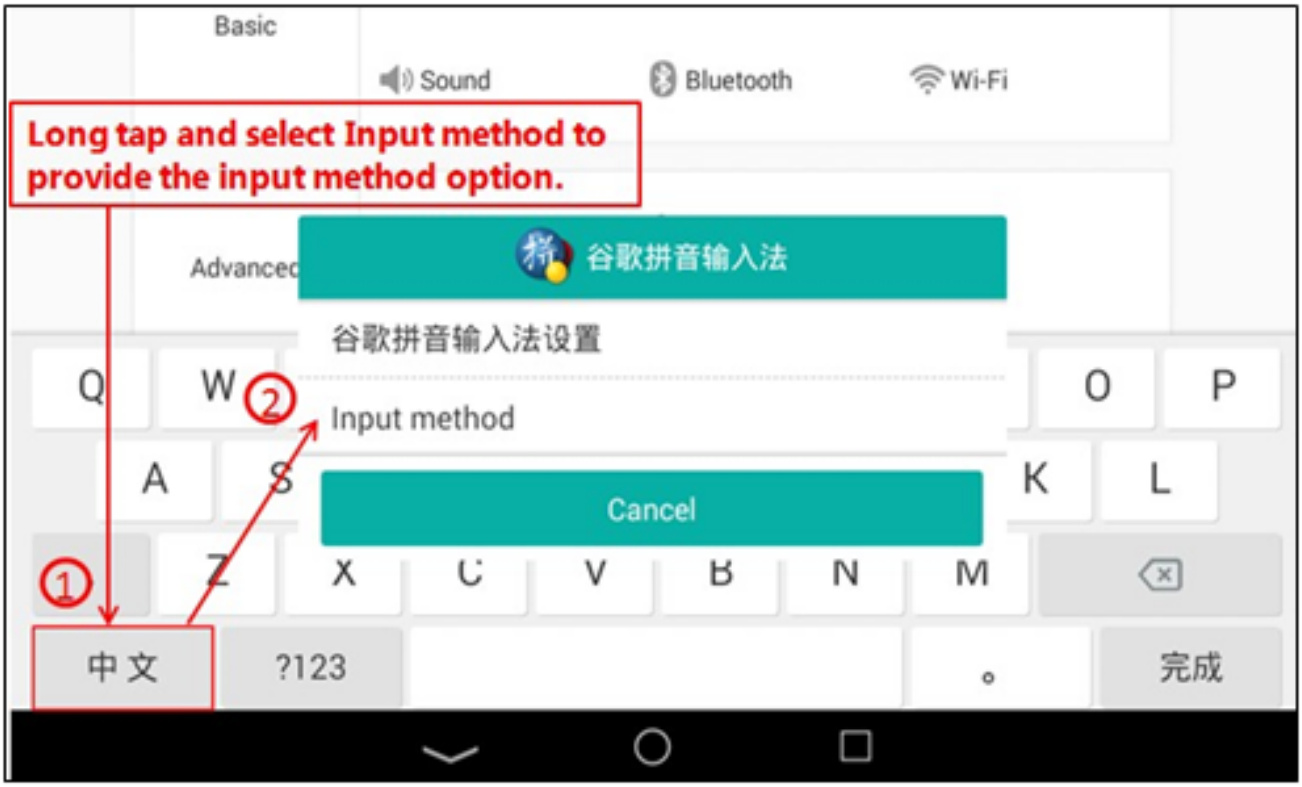
1. Swipe left or right to go to the second idle screen.
2. Go to **Settings** > **Basic Settings** > **Language & Input** > **Current Input**.
3. Select the desired input method.

You can also long-tap the following keys on the onscreen keyboard to change the input method.

- **For English (UK) input method**:

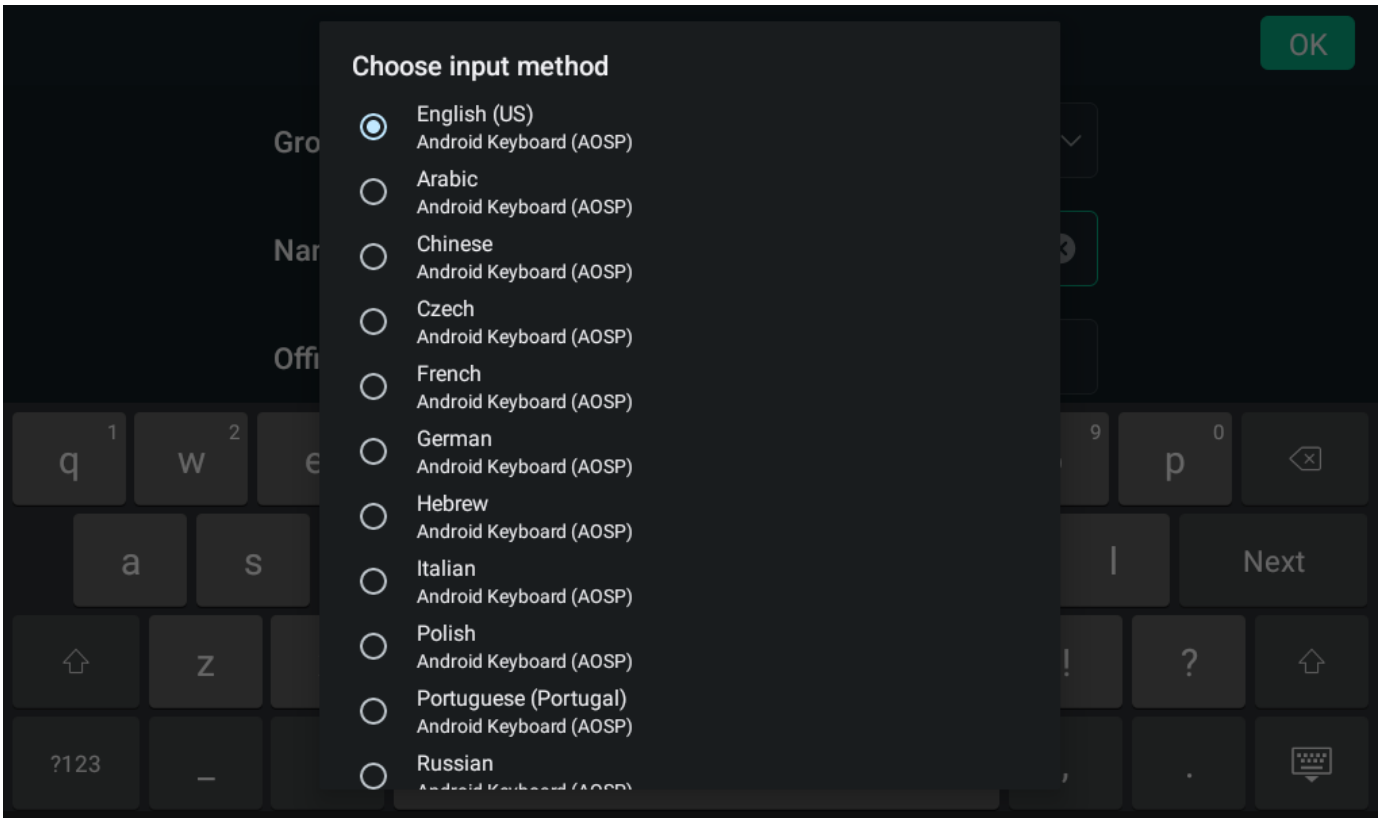


- **For 谷歌拼音输入法:**



For T88W (Pro)/T88V Pro :

You can long-tap the **Spacebar** to change the input methods.


OK
Choose input method
English (US)
Android Keyboard (AOSP)
Arabic
Android Keyboard (AOSP)
Chinese
Android Keyboard (AOSP)
Czech
Android Keyboard (AOSP)
French
Android Keyboard (AOSP)
German
Android Keyboard (AOSP)
Hebrew
Android Keyboard (AOSP)
Italian
Android Keyboard (AOSP)
Polish
Android Keyboard (AOSP)
Portuguese (Portugal)
Android Keyboard (AOSP)
Russian
Next
?123

Change Language

Your phone supports several languages that you can choose to use on the phone.

Contact your system administrator to find out exactly which languages are supported on your phone.

> The T48G/T46G/T42G/T41P phones do not support French (Canada), Portuguese (Latin), and Spanish (Latin).

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Language**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Language**.

  b. Select the desired language.

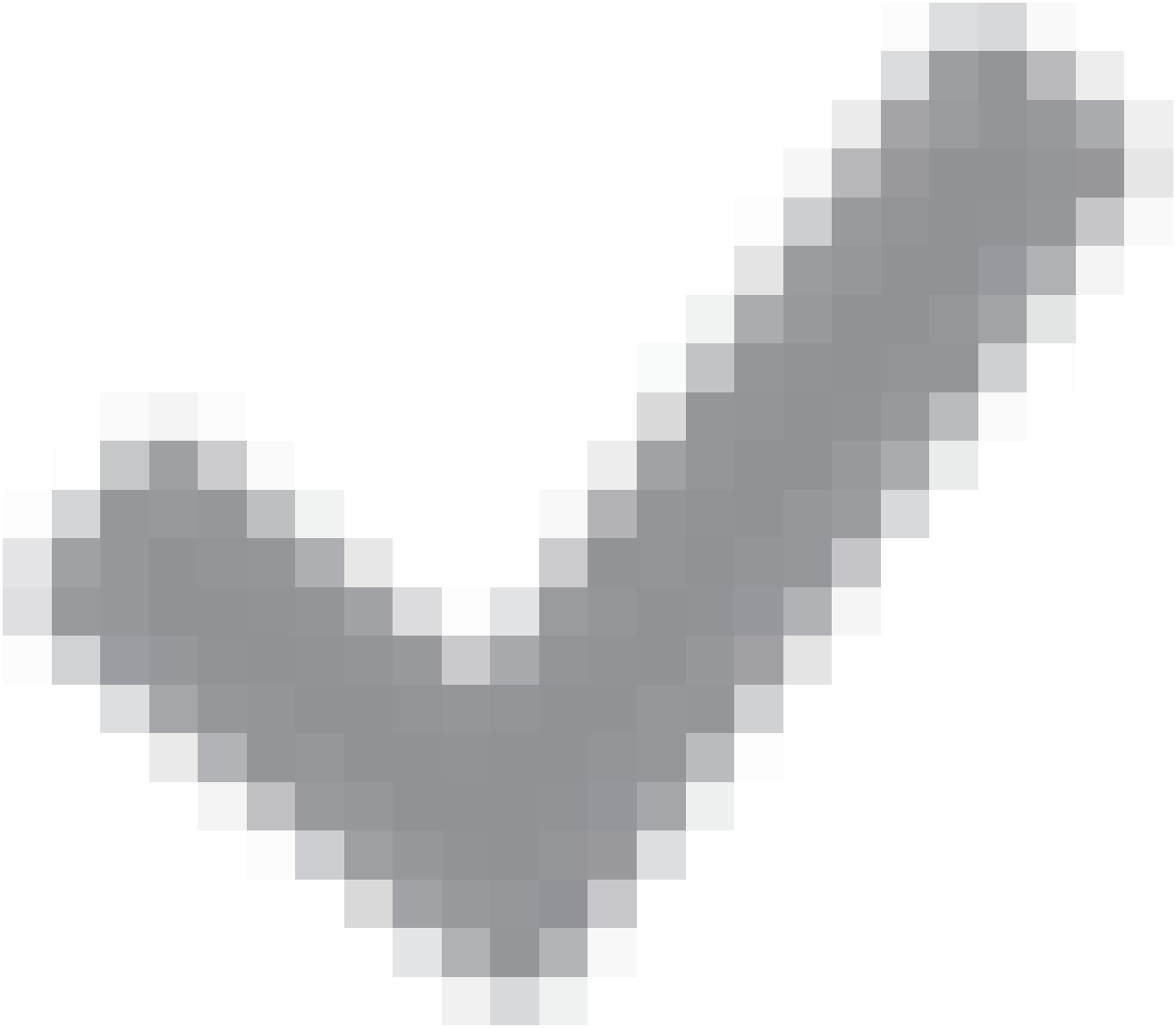
  c. Select **Save**.

  d. *The phone language is changed to the selected one.*
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Basic Settings** > **Language & Input** > **Language**.

  c. Select the desired language.

  d. Select



.

e. *The phone language is changed to the selected one.*

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **General** > **Language**.

  c. Select the desired language.

  d. Select **Save**.

  e. *The phone language is changed to the selected one.*

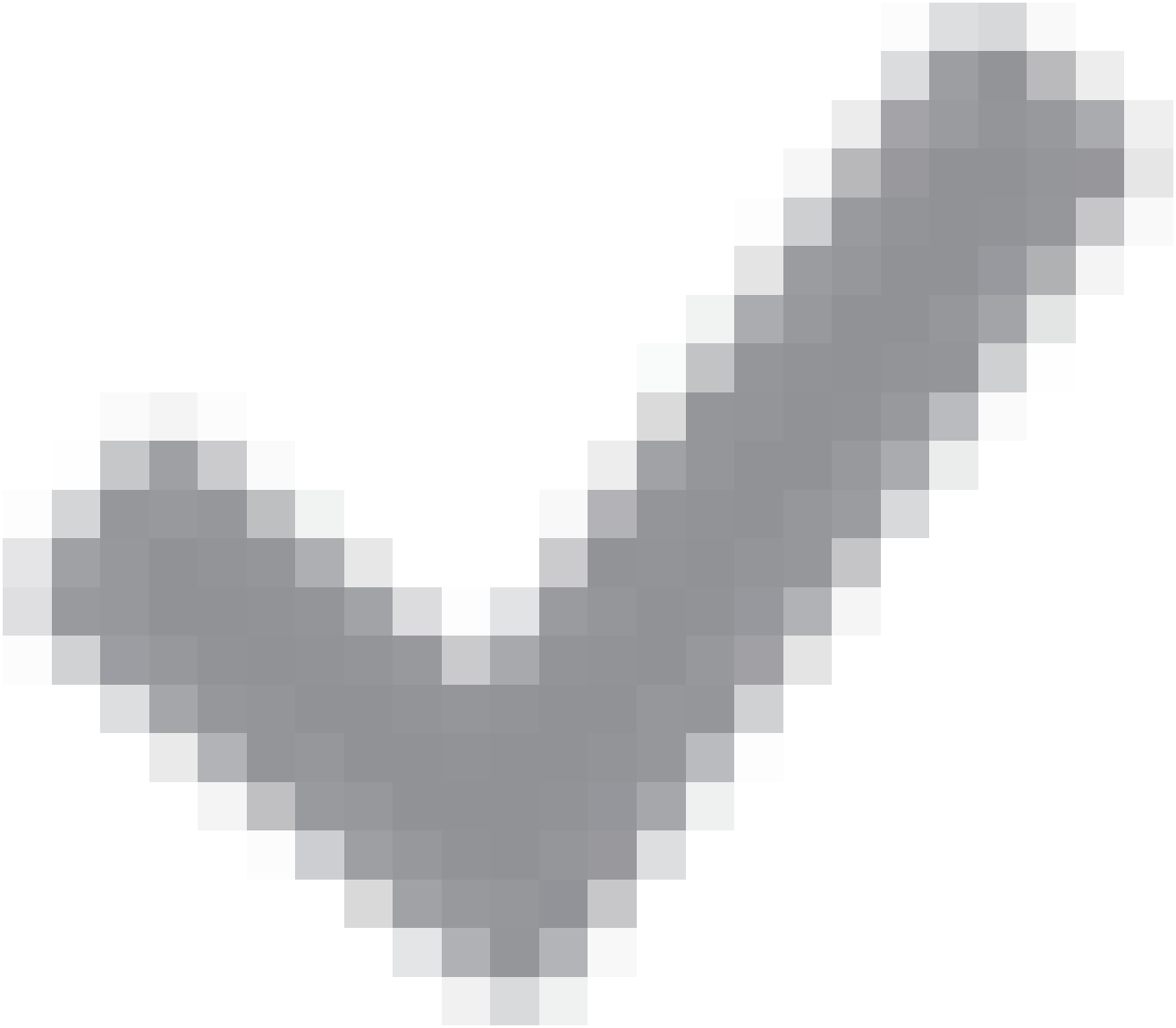
- For CP925/CP935W/CP965 phones:

  a. Go to **More** > **Basic** > **Language** or **More** > **Settings** > **Basic** > **Language & Input** >

Language.

b. Select the desired language.

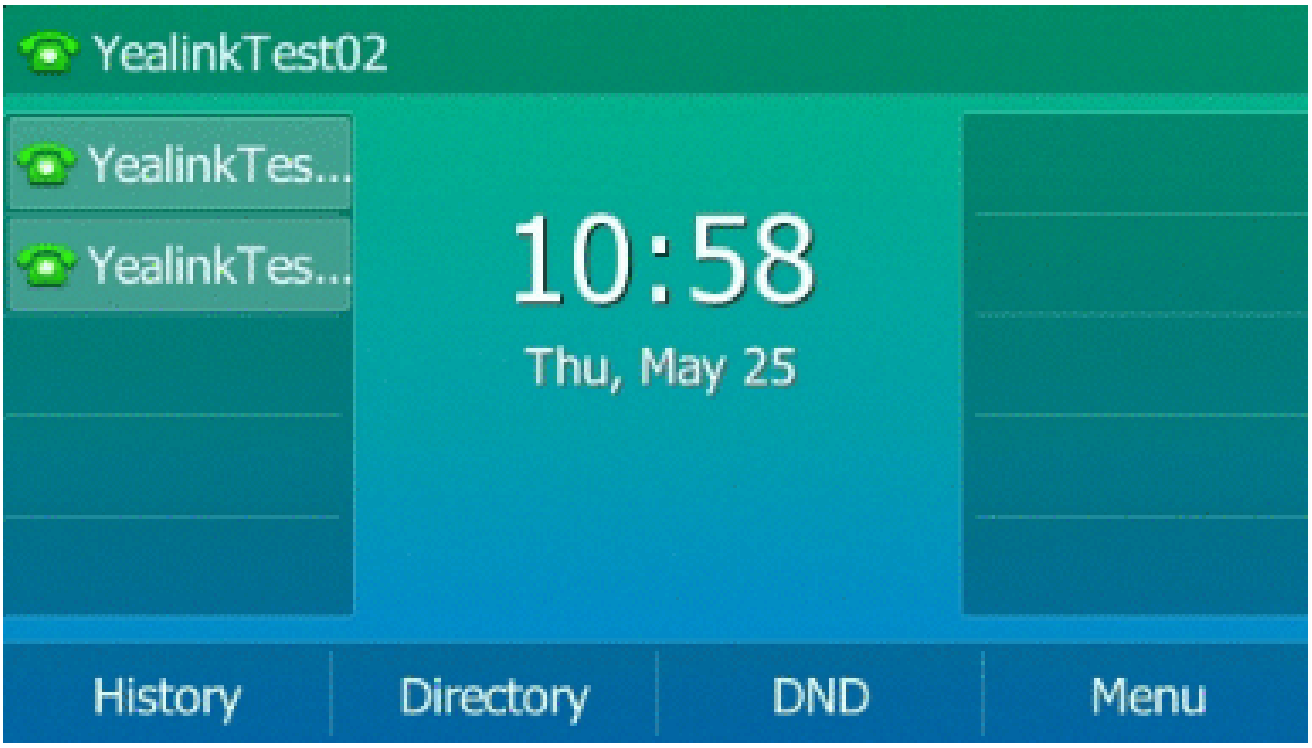
c. Select



.

d. *The phone language is changed to the selected one.*

The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Time & Date

You can set the time and date manually. The time and date formats are also variable.

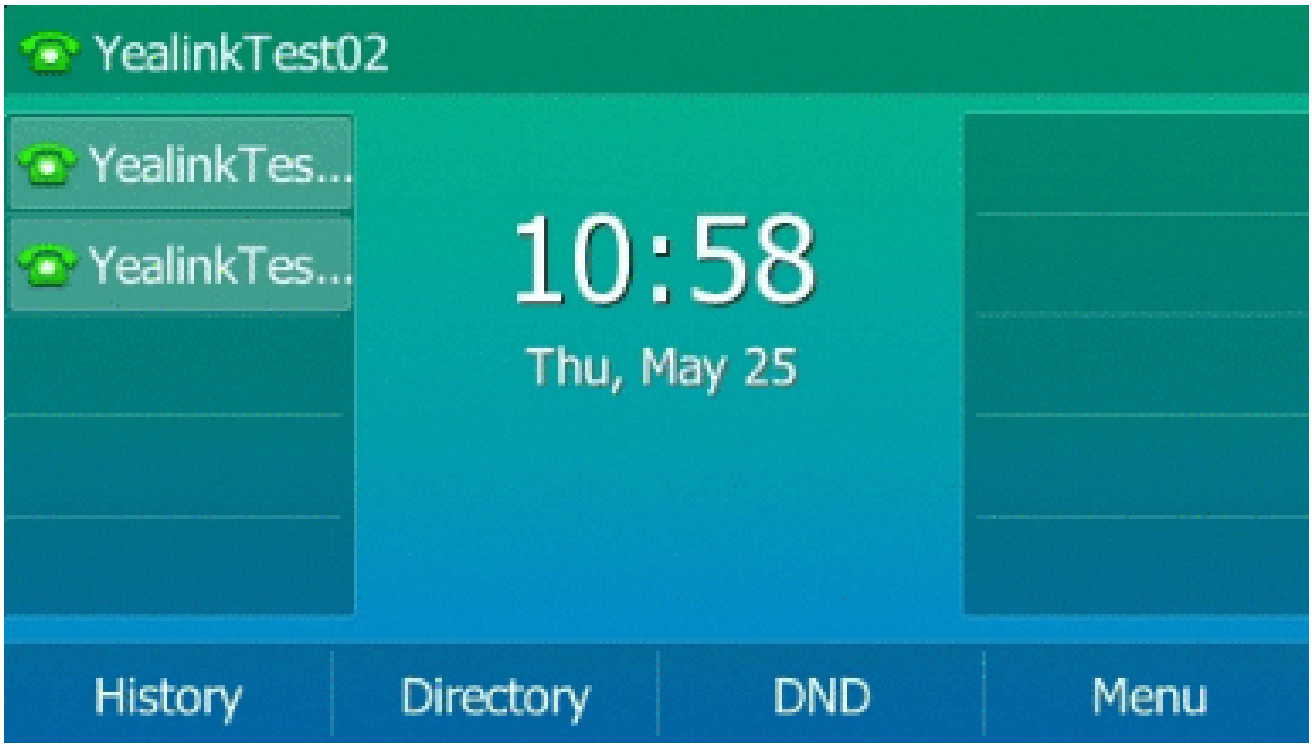
For T54W/T53C phones, the time and date are displayed in the center of the phone screen when the phone is idle by default. You can disable the phone to display the time and date in the center of the phone screen.

Disable Idle Clock Display

You can disable the idle clock display so that the time and date are displayed in the status bar. It is only available for the T54W/T53C phones.

Procedure

1. Go to **Menu** > **Basic** > **Display** > **Idle Clock**.
2. Select **Disabled** from the **Idle Clock Display** field.
3. Select **Save**.



Set Time & Date Manually

> After the phone reboots, it will be forcibly switched to obtain the time and date from the NTP server.

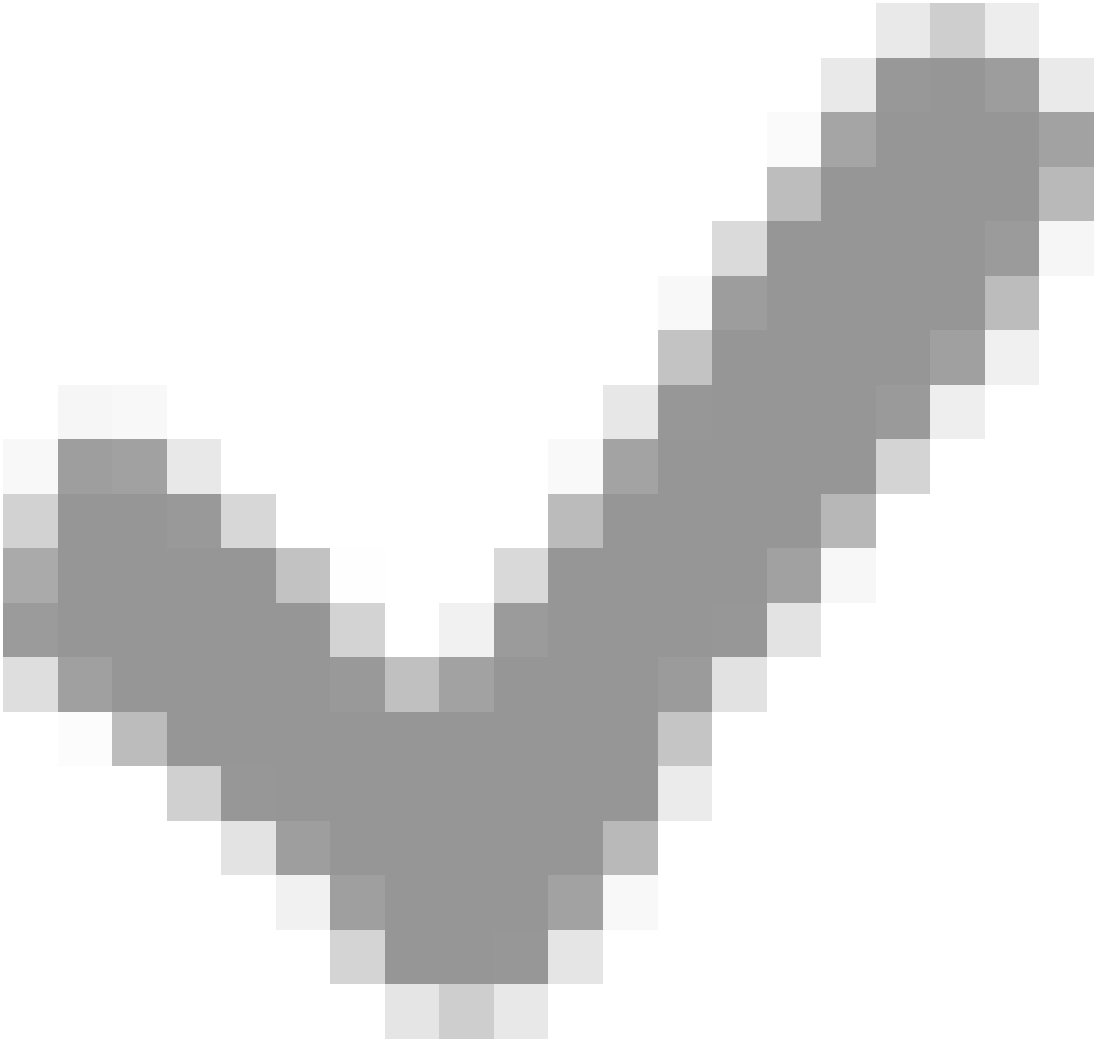
If your phone cannot obtain the time and date automatically, you can set it manually.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Time & Date** > **General** > **Manual Settings**.
    - For T48U/T48S/T48G/T57W phones, go to **Menu** > **Basic** > **Time & Date** > **General**. And then select **Manual Settings** from the **Type** drop-down menu.
    - For T43U/T42U/T42S/T42G/T41S/T41P/T40P/T40G/T33P/T33G/T53W/T53 phones, go to **Menu** > **Settings** > **Basic Settings** > **Time & Date** > **Manual Settings**.

  b. Edit the date and time.
  c. For T46U/T46S/T46G phones, you can also press the up or down navigation key to select the desired date and time.
  c. Select **Save**.
  d. *The time and date set on the phone will be changed accordingly.*
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Time & Date** > **General**.
  c. Edit the date and time.
  d. Select



.

e. *The time and date set on the phone will be changed accordingly.*

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **General** > **Date & Time** > **Time Type** > **Manual Setting**.

  c. Edit the date and time.

  d. Select **Save**.

  e. *The time and date set on the phone will be changed accordingly.*

- For CP925/CP935W phones:

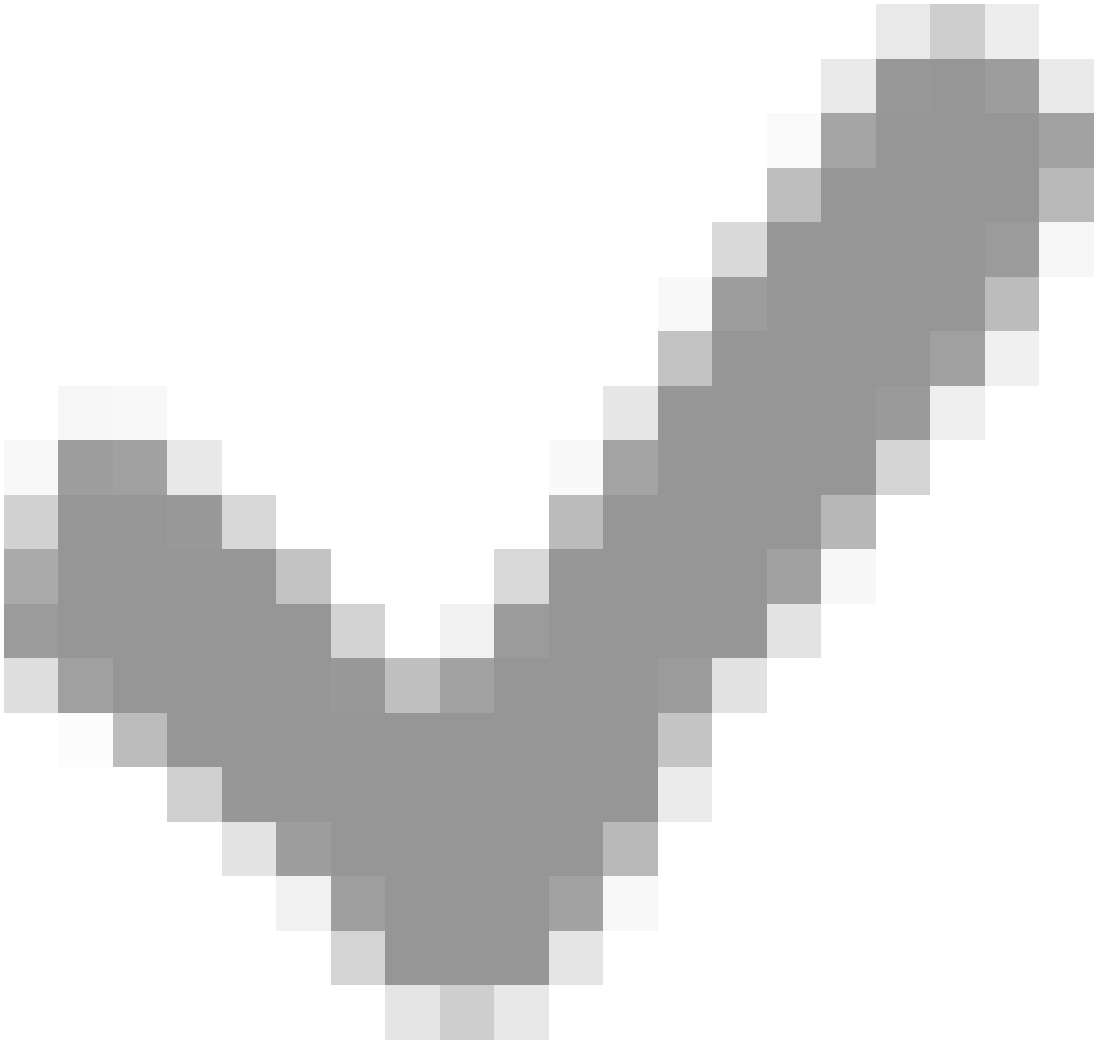
a. Swipe left or right to go to the second idle screen.

b. Go to **More** > **Basic** > **Time & Date** > **General**.

c. Select **Manual Settings** from the **Type** drop-down menu.

d. Edit the date and time.

e. Select



.

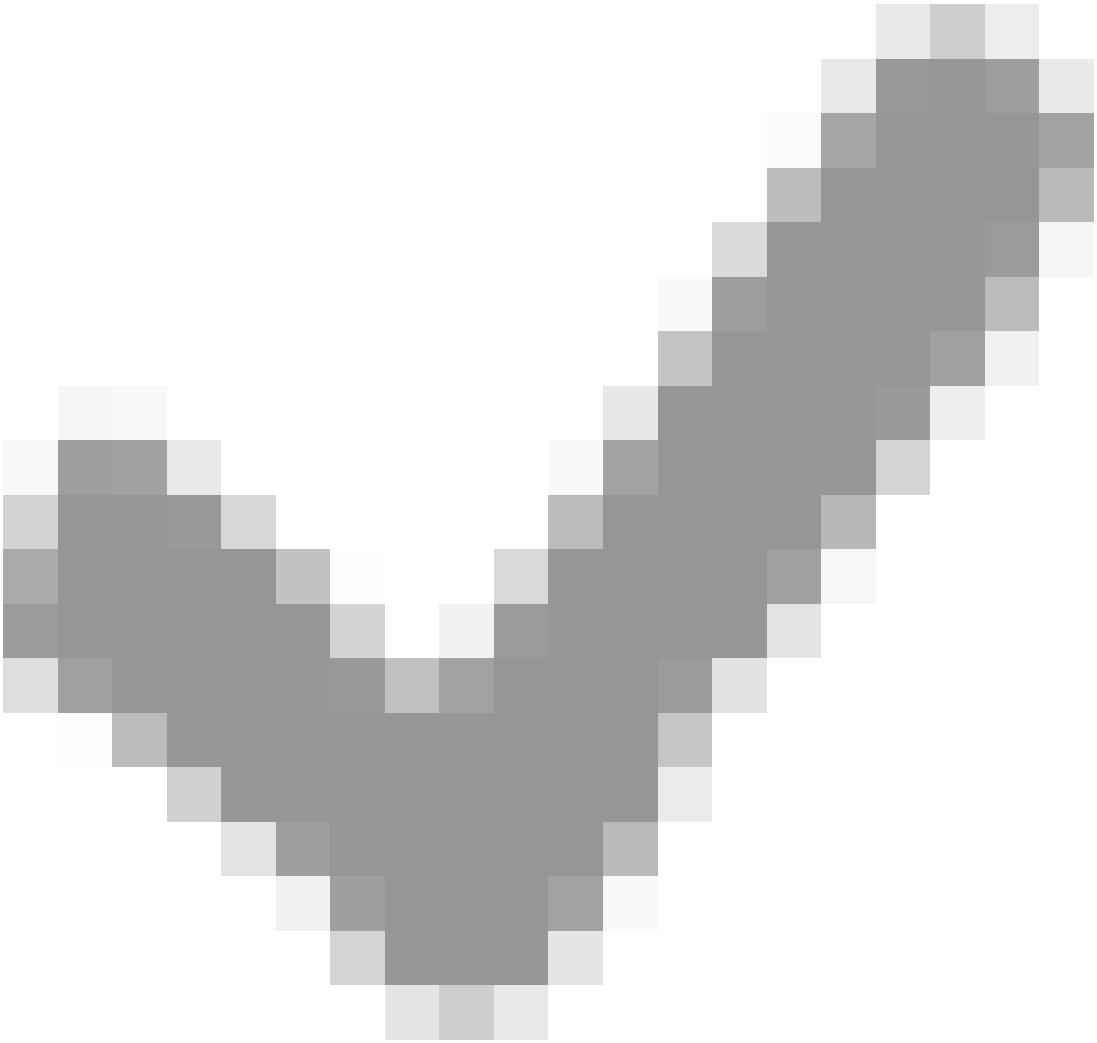
f. *The time and date set on the phone will be changed accordingly.*

- For CP965 phones:

a. Go to **More** > **Settings** > **Basic** > **Time & Date** > **General**.

b. Edit the date and time.

c. Select



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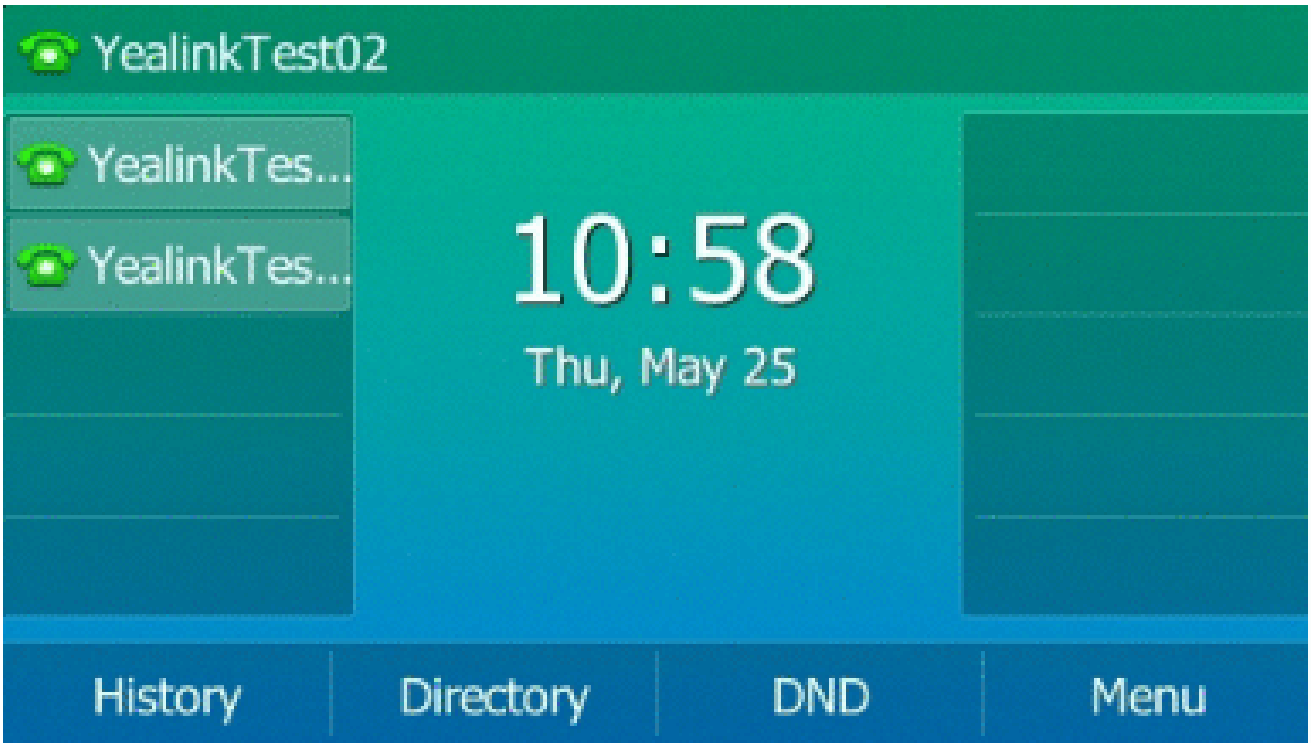
d. *The time and date set on the phone will be changed accordingly.*

The following takes T54W for example.



Change Time & Date Format

> Your system administrator can customize the date format.

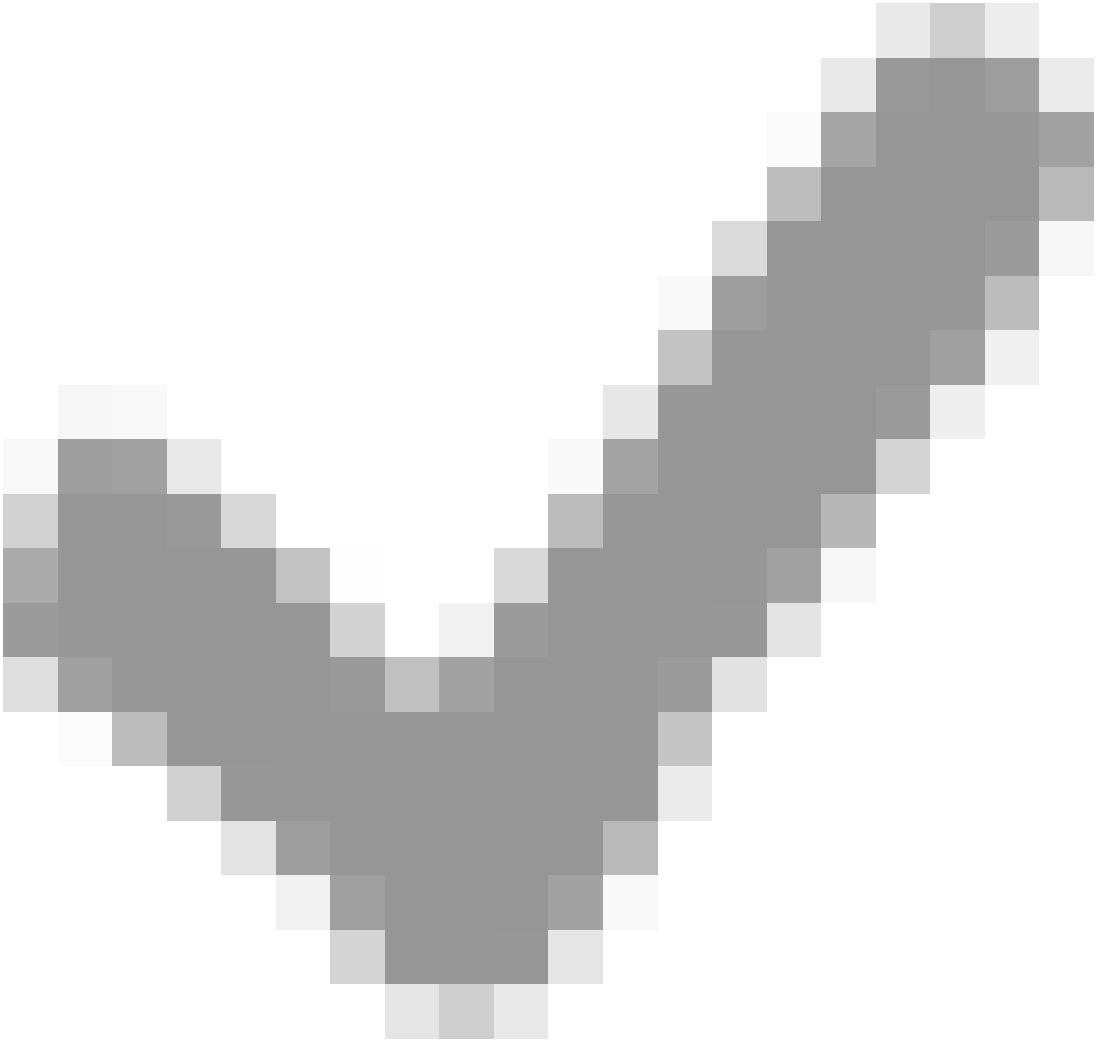
You can set the phone to display the time in a 12-hour format or a 24-hour format. You can also change the date format, including the options to display the day (D), month (M), and year (Y).

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Time & Date** > **Time & Date Format**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Time & Date** > **Time & Date Format**.

  b. Select the desired time format or date format.
  c. For T46U phones, you can also press the up or down navigation key to select the desired date and time.
  c. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Time & Date** > **Time & Date Format**.
  c. Select the desired time format or date format.
  d. Select



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- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **General** > **Date & Time*.

  c. Select the desired time format or date format.

  d. Select **Save**.

- For CP925/CP935W/CP965 phones:

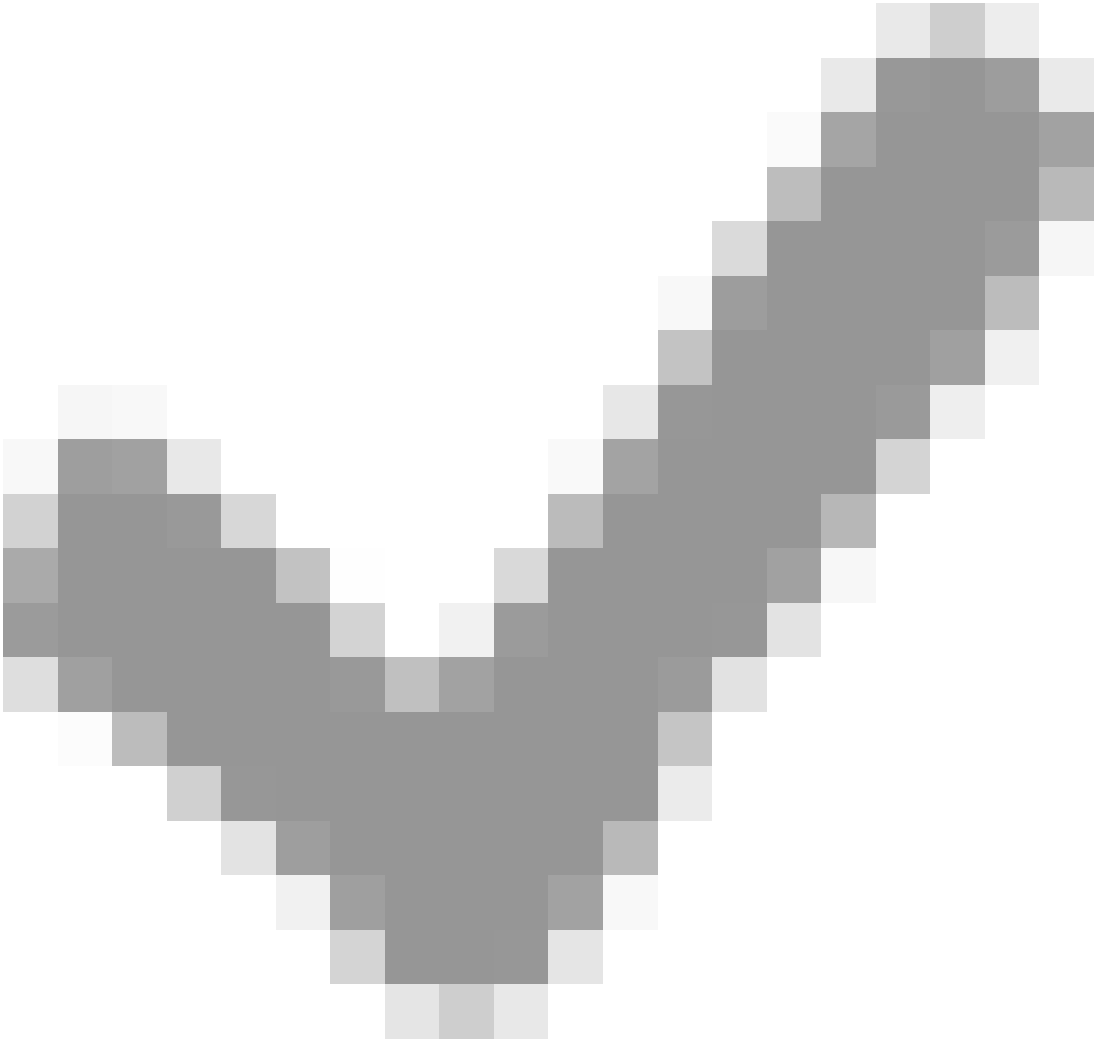
  a. Swipe left or right to go to the second idle screen.

  b. Go to **More** > **Basic** > **Time & Date** > **Time & Date Format** or **More** > **Settings** > **Basic** >

Time & Date > **Time & Date Format**.

c. Select the desired time format or date format.

d. Select



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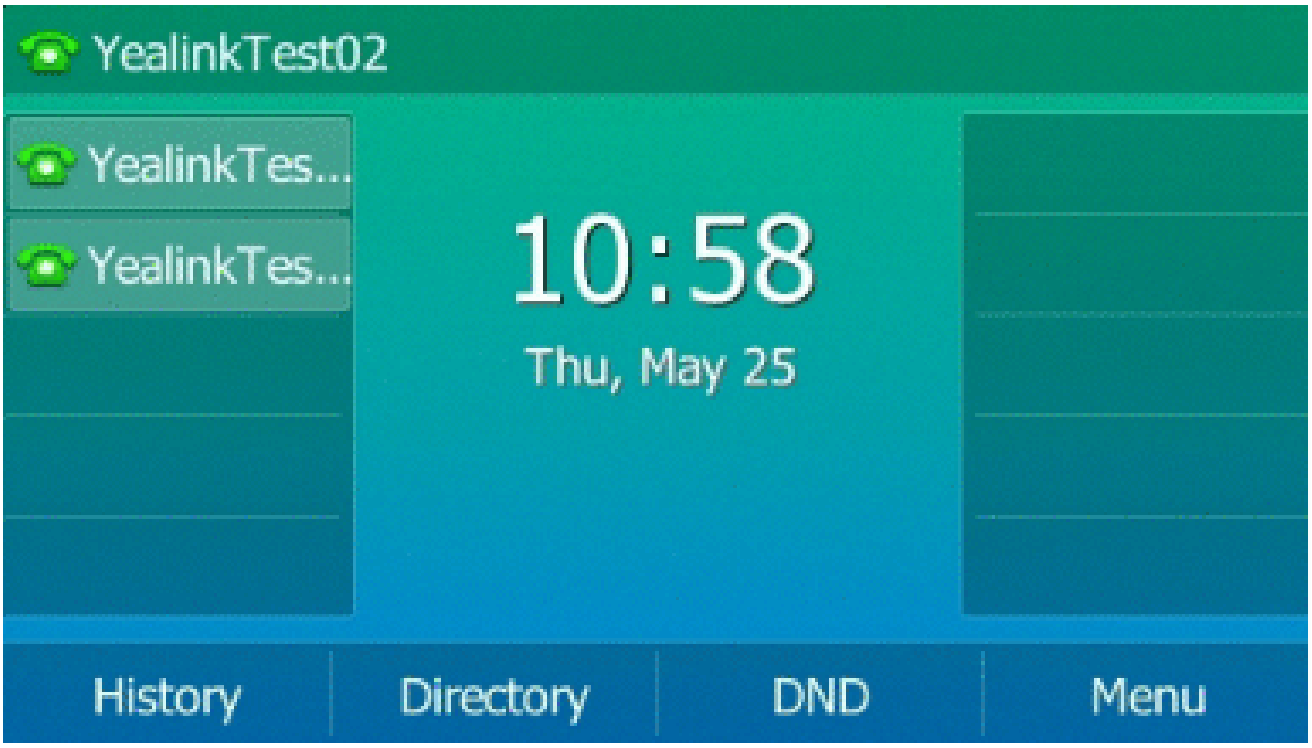
The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Set Key as Send

The pound key (#) is used as the send key by default. To type a phone number followed by the pound key (#), you can set the send key to the star key (*).

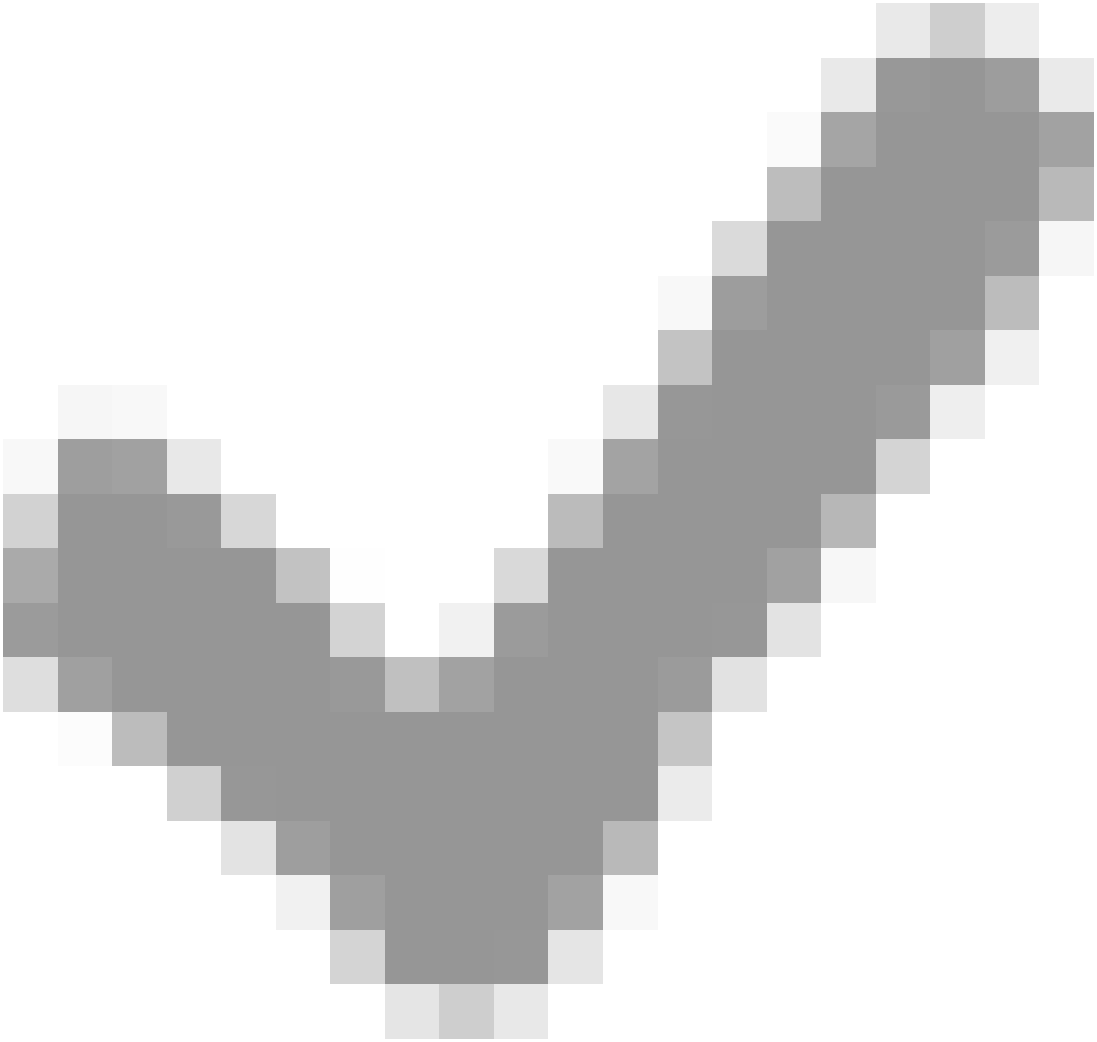
You can also disable "#" and "*" to be used as the send key.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Features** > **Others** > **General** or go to **Menu** > **Features** > **General**.
    - For T43U/T42U/T48S/T48G/T53W/T53 phones, go to **Menu** > **Features** > **Key As Send**.

  b. Select the desired value from the **Key As Send** field.
  c. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Features** > **Key As Send**.
  c. Select the desired value from the **Key As Send** field.
  d. Select



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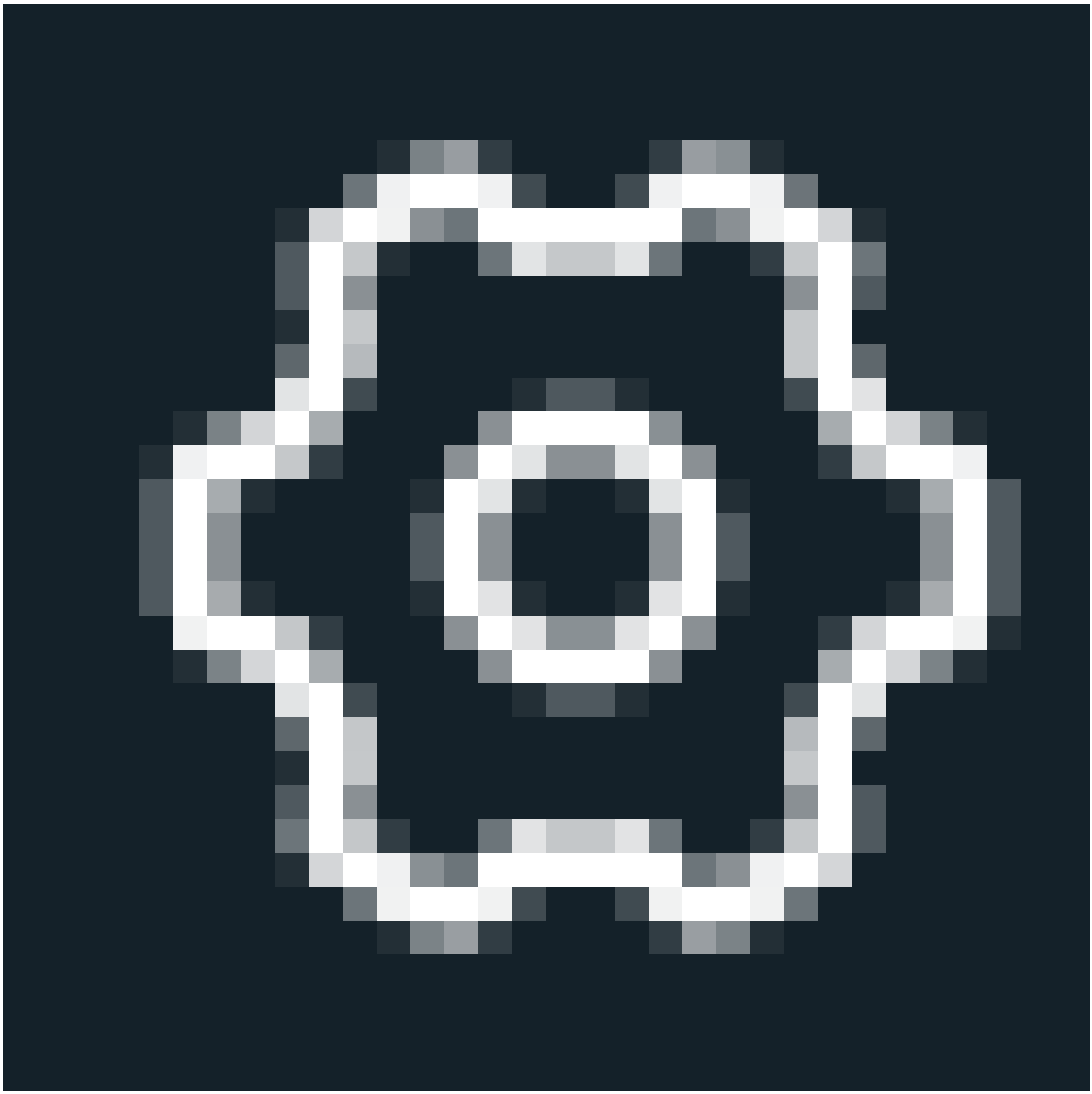
- For T88W (Pro)/T88V Pro phones:

  a. Go to **Call**/**Contact**/**History** >

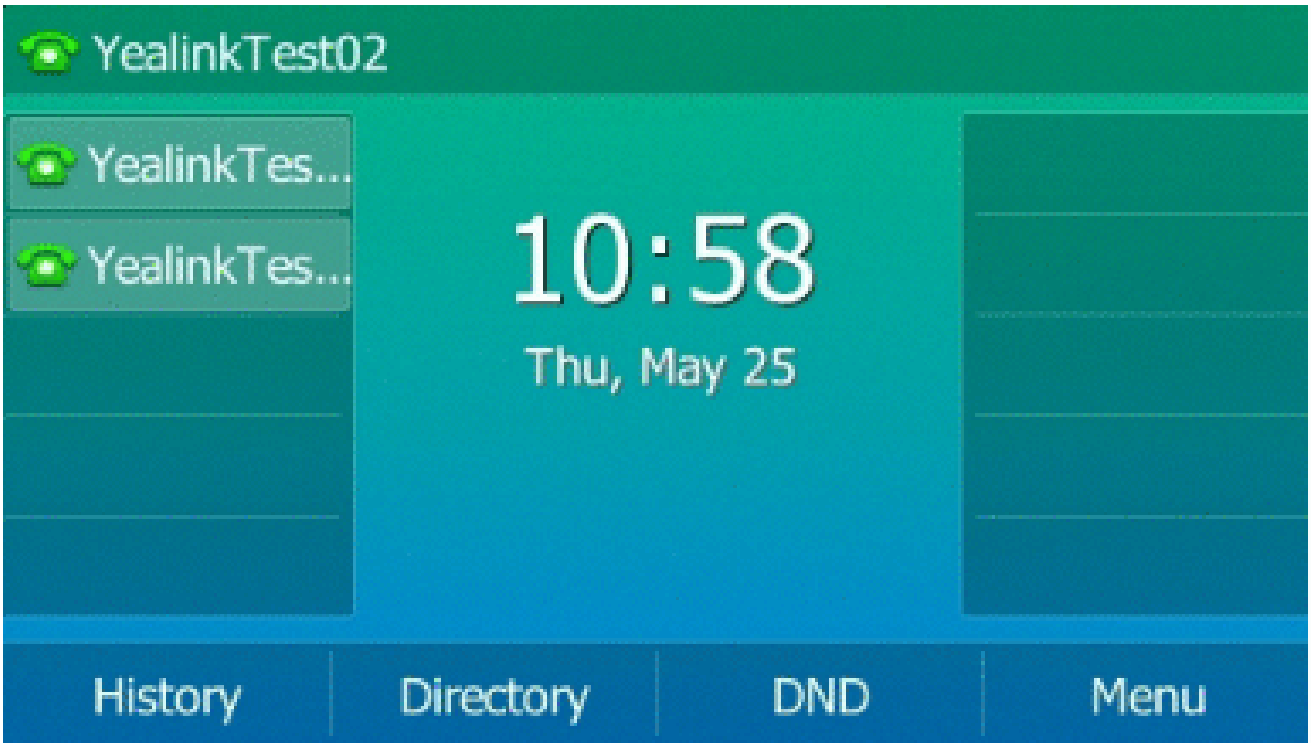


> **Key As Send**.

b. Select the desired value from the **Key As Send** field.

c. Select **Save**.

The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
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DND
Menu

Customize Soft Keys

You can customize the function of the soft keys displayed on the bottom of the idle screen for the T43U/T42U/T42S/T42G/T41S/T41P/T40P/T40G/T53W/T53/T73U/T73W/T74U/T74W (except the T33P/T33G) phones.

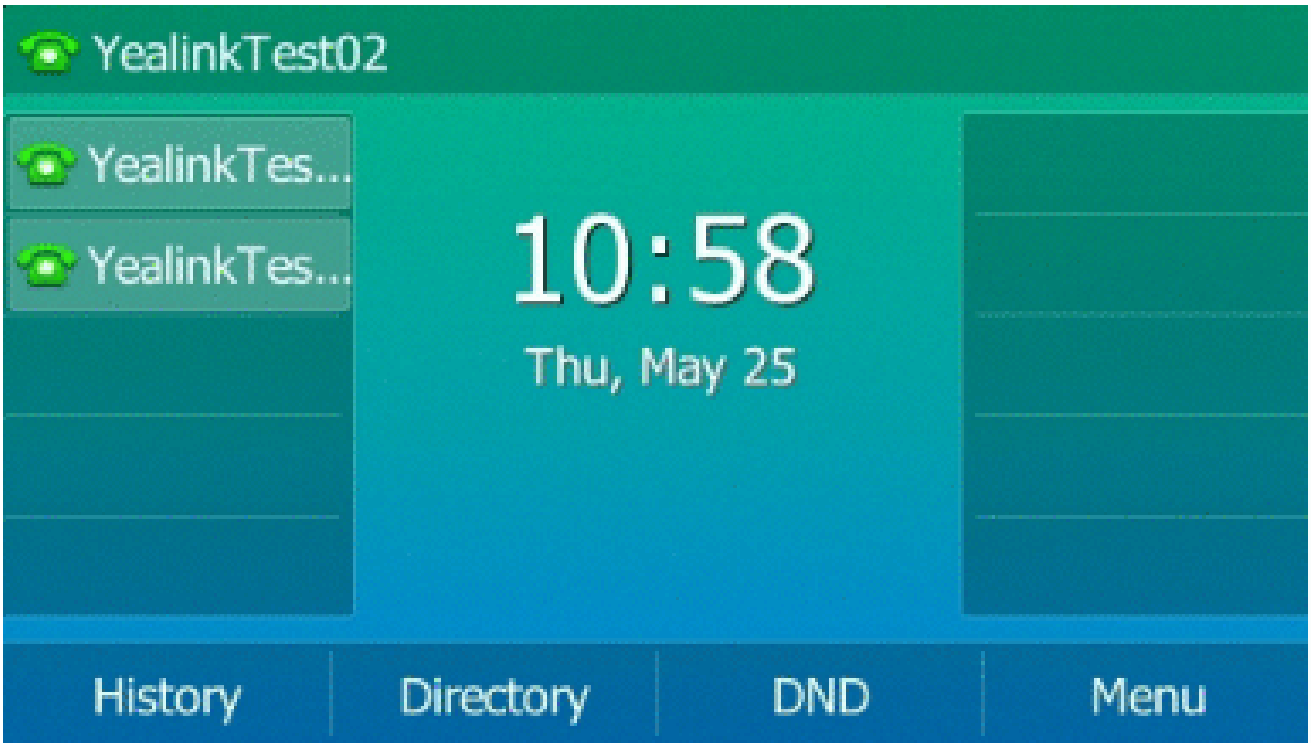
The soft keys are typically used to access frequently used functions and to create menu shortcuts to access frequently used phone settings. The soft keys perform the same functions as the hard keys.

Procedure

1. Do one of the following:
   - Go to **Menu** > **Settings** > **Advanced Settings** > **Softkey Label**.
   - Go to **Menu** > **Advanced** > **Softkey Label**.
2. Select the desired soft key.
3. Select the desired key type from the **Type** field.
4. (Optional) Select the desired line from the **Account ID** field.
5. (Optional) Enter the string that will appear on the phone screen in the **Label** field.
6. (Optional) Enter the corresponding value in the **Value** field.
7. Select **Save**.

> We recommend that you keep a **Menu** soft key; otherwise, you cannot access the phone settings.

The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
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Menu

Phone Lock

Phone lock helps you protect your phone from unauthorized use.

Set Phone Lock

You can manually lock the phone or wait a specified time to lock the phone automatically. What unauthorized users can do depends on the settings of the phone lock type.

The phone supports the following phone lock types:

- **Menu key**: it prevents unauthorized users from accessing the menu or changing the personal settings for your phone.
- **Function key**: it only allows users to use the keypad for placing a call, answering or rejecting an incoming call, and ending a call, and it prevents unauthorized users from performing these operations.
- **All keys**: it only allows users to use the keypad for dialing an emergency number or authorized numbers that are set up by your system administrator, answering or rejecting an incoming call, ending a call, and prevents unauthorized users from performing other operations. The T57W phones only support the All Keys type of phone lock.

> The Volume key, HEADSET key, and Speakerphone key are always available when you lock the phone.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Basic** > **Phone Lock** or **Menu** > **Settings** > **Basic Settings** > **Phone Lock**.
  b. Enter the desired PIN in the **Unlock PIN** field.
  c. Select **OK** or **Save**.
  d. Select **Enabled** from the **Lock Enable** field.
  e. Select the desired type from the **Lock Type** field (except for T48U/T48S/T48G/T57W).
  f. Enter the desired interval (0 - 3600 seconds) in the **Auto Lock** field.
  g. If the value is set to 0, the phone will not be automatically locked.
  g. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Advanced Settings** (default password: admin) > **Phone Lock**.

c. Enter the desired PIN (default PIN: 123) in the **Unlock PIN** field.

d. Select **OK** or **Save**.

e. Select **Enabled** from the **Lock Enable** field.

f. Select the desired type from the **Lock Type** field.

g. Enter the desired interval (0 - 3600 seconds) in the **Auto Lock** field.

h. If the value is set to 0, the phone will not be automatically locked.

h. Select **Save**.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Phone Lock**.

  c. Select **Enabled** from the **Lock Enable** field.

  d. Select the desired type from the **Lock Type** field.

  e. Enter the desired interval (0 - 3600 seconds) in the **Idle time-out** field.

  f. If the value is set to 0, the phone will not be automatically locked.

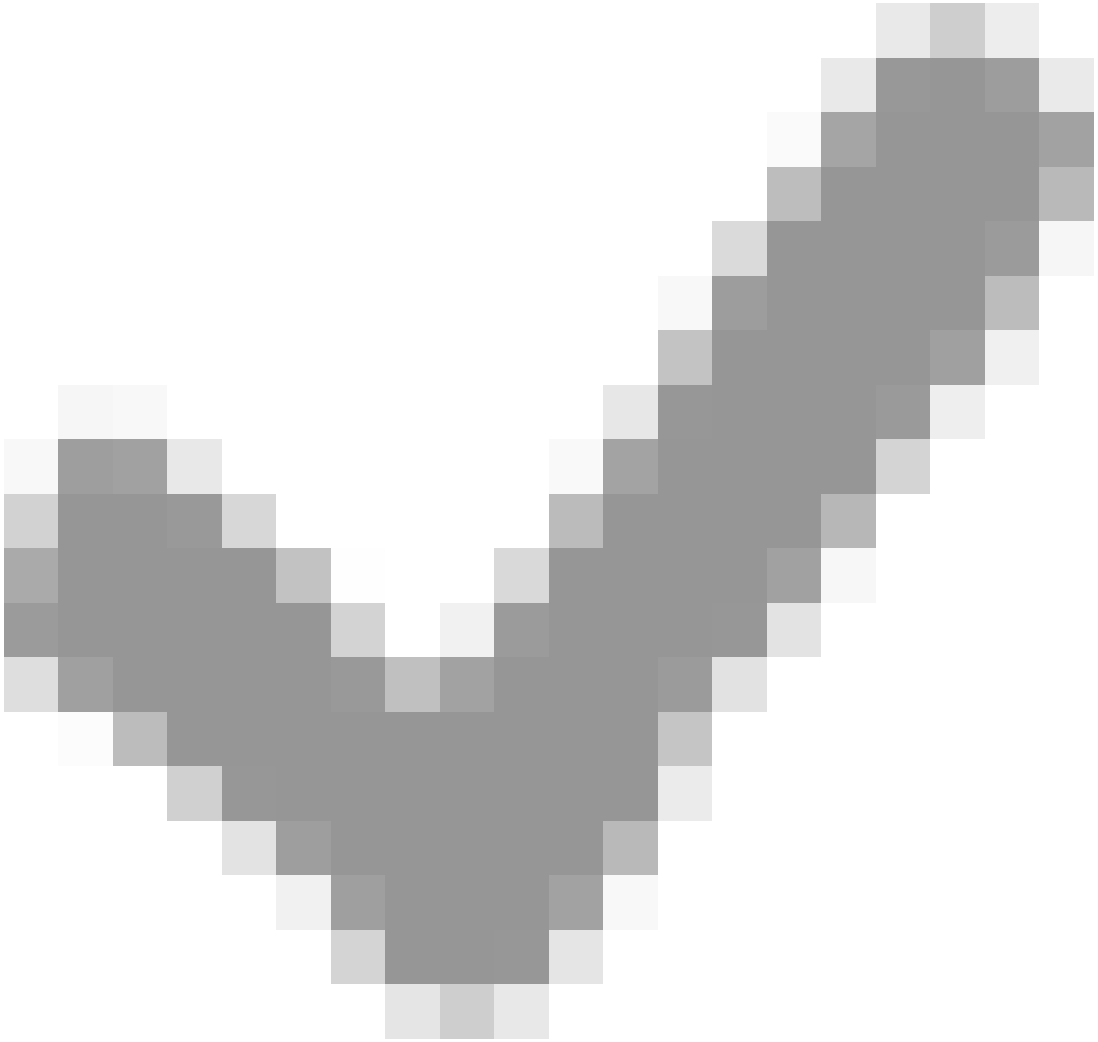
  f. Select **Save**.

- For CP925/CP935W/CP965 phones:

  a. Go to **More** > **Advanced Settings** (default password: admin) > **Phone Lock**.

  b. Enter the desired PIN (default PIN: 123) in the **Unlock PIN** field.

  c. Select



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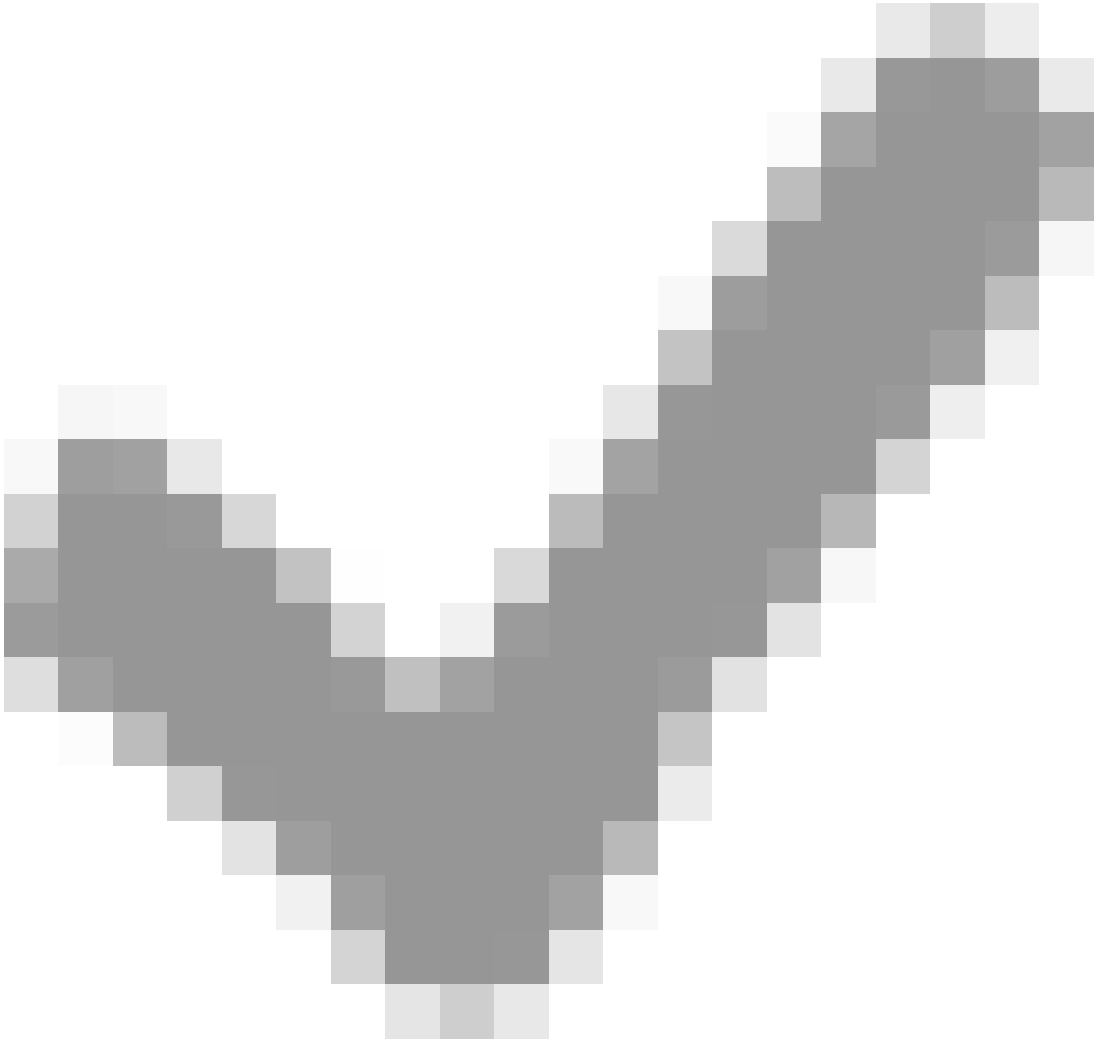
d. Select **Enabled** from the **Lock Enable** field.

e. Enter the desired interval (0 - 3600 seconds) in the **Auto Lock** field.

f. Select



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The following takes T58W for example.

Set Phone Lock Key

You have to set a phone lock key manually to lock your phone.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Features** > **Dsskey**.
    - Go to **Menu** > **Features** > **Others** > **Dsskey**.

  b. Select **Key Event** from the **Type** field.
  c. Select **Phone Lock** from the **Key Type** field.
  d. (Optional.) Enter the string that will appear on the phone screen in the **Label** field.
  e. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Feature** > **Dsskey**.
  c. Select **Key Event** from the **Type** field.
  d. Select **Phone Lock** from the **Key Type** field.
  e. (Optional.) Enter the string that will appear on the phone screen in the **Label** field.
  f. Select **Save**.
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Dsskey**.

c. Select **Key Event** from the **Type** field.

d. Select **Phone Lock** from the **Key Type** field.

e. (Optional.) Enter the string that will appear on the phone screen in the **Label** field.

f. Select **Save**

- For CP925/CP935W/CP965 phones:

  a. Tap **Dsskey**.

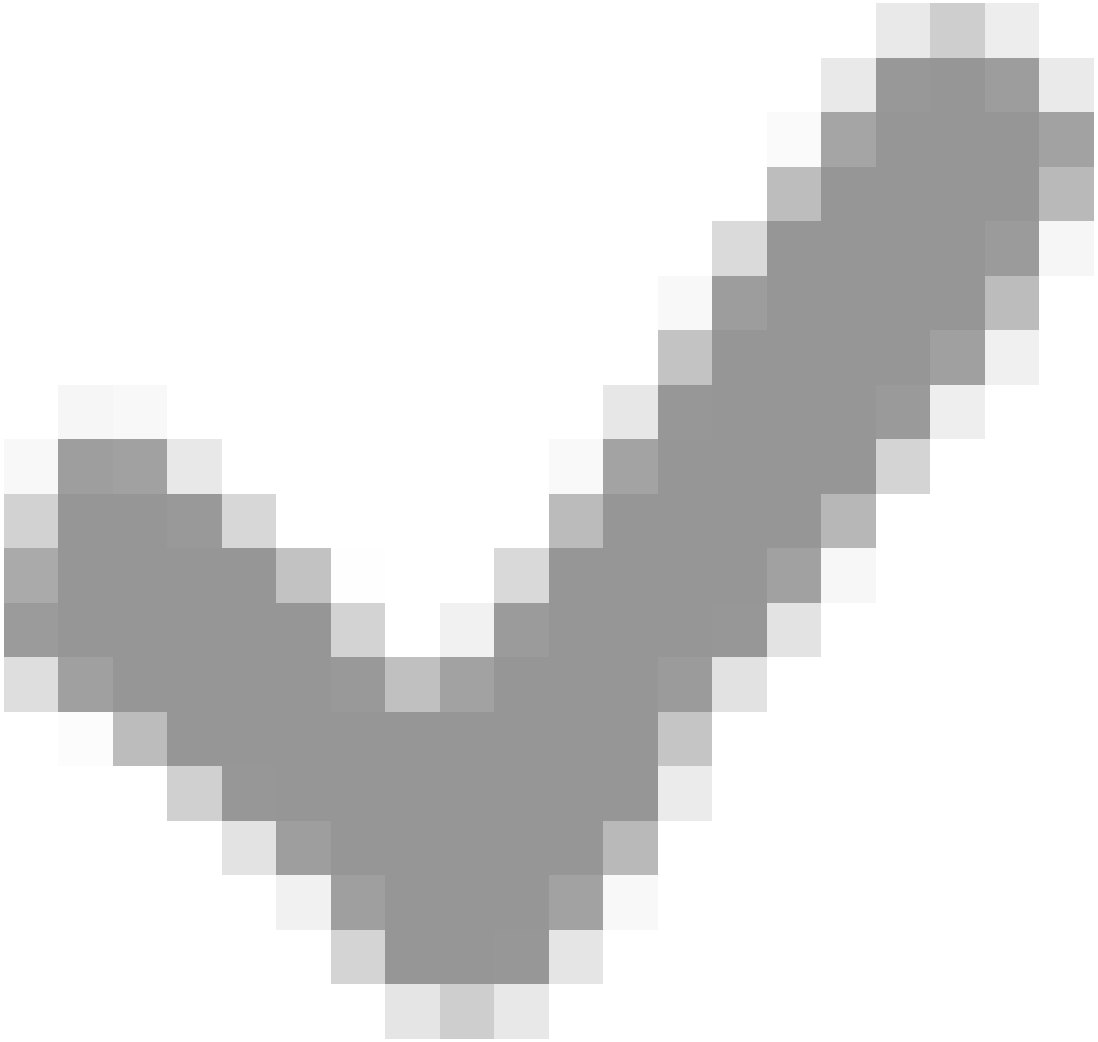
  b. Long tap the desired line key.

  c. Select **Key Event** from the **Type** field.

  d. Select **Phone Lock** from the **Key Type** field.

  e. (Optional.) Enter the string that will appear on the phone screen in the **Label** field.

  f. Select



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Lock Your Phone Manually

You can lock the phone manually before the phone is automatically locked.

Before You Begin

Make sure that the phone lock is set.

Procedure

Long-press press # key when the phone is idle.

The lock icon appears on the phone screen.

Unlock Your Phone

You can use an unlock PIN to unlock the phone.

If you forget the unlock PIN, you can enter the administrator password to unlock your phone, and then automatically access the PIN change screen.

Procedure

1. Press any locked key, and the phone prompts you to enter an unlock PIN.
   - For T48S/T48G/T48U/T57W phones, press any locked key or tap the touch screen.
   - For VP59/T58A/T58W/CP925/CP935W/CP965/T88W (Pro)/T88V Pro phones, tap the screen or tap the locked key, and the phone prompts you to enter an unlock PIN.
2. Enter the desired PIN (default: 123) in the **Unlock PIN** field.
3. Select **OK**.

The lock icon disappears from the phone screen.

Change Your Phone Unlock PIN

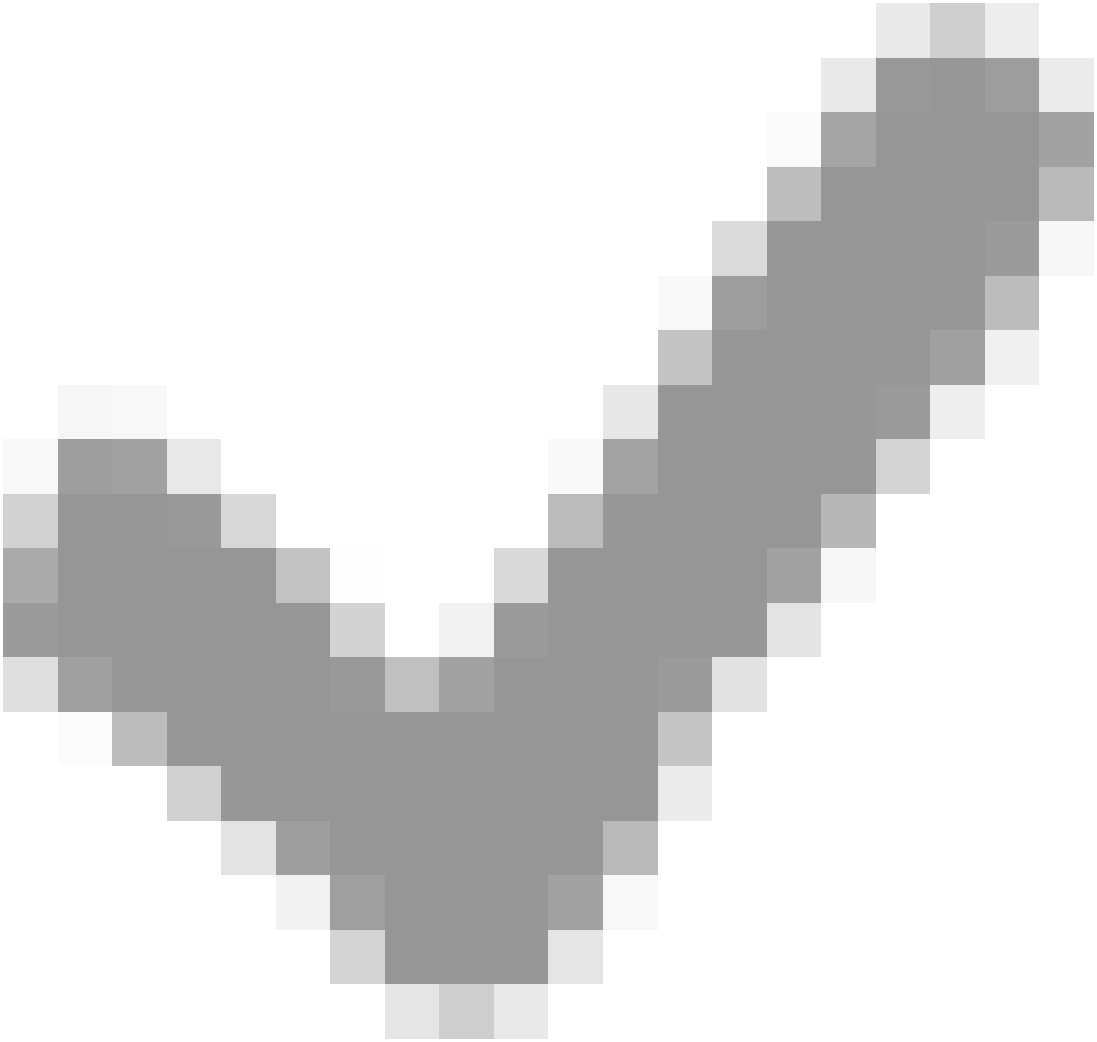
The default unlock PIN is "123". For security reasons, you should change the default unlock PIN as soon as possible.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Change PIN**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Change PIN**.

  b. Enter your old and new unlock PIN respectively.
  c. The unlock PIN length must be within 15 digits.
  c. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Change PIN**.
  c. Enter your old and new unlock PIN respectively.
  d. The unlock PIN length must be within 15 digits.
  d. Select



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- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Phone Lock**, and then input the old password to enter it.

  c. Enter your new unlock PIN.

  d. Select **Save**.

- For CP925/CP935W/CP965 phones:

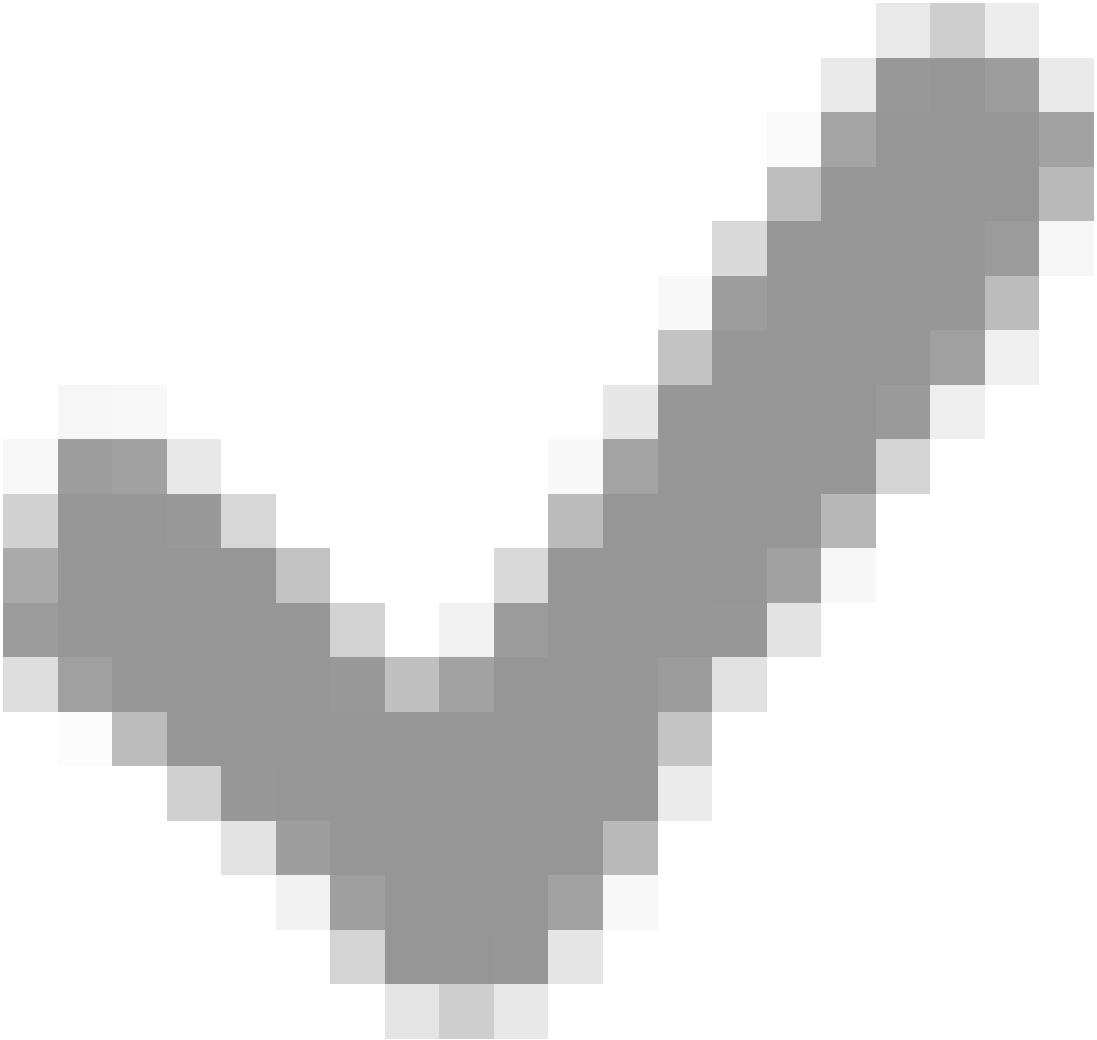
  a. Swipe left or right to go to the second idle screen.

  b. Go to **More** > **Basic** > **Change PIN** or go to **More** > **Settings** > **Basic** > **Change PIN**.

c. Enter your old and new unlock PIN respectively.

d. The unlock PIN length must be within 15 digits.

d. Select



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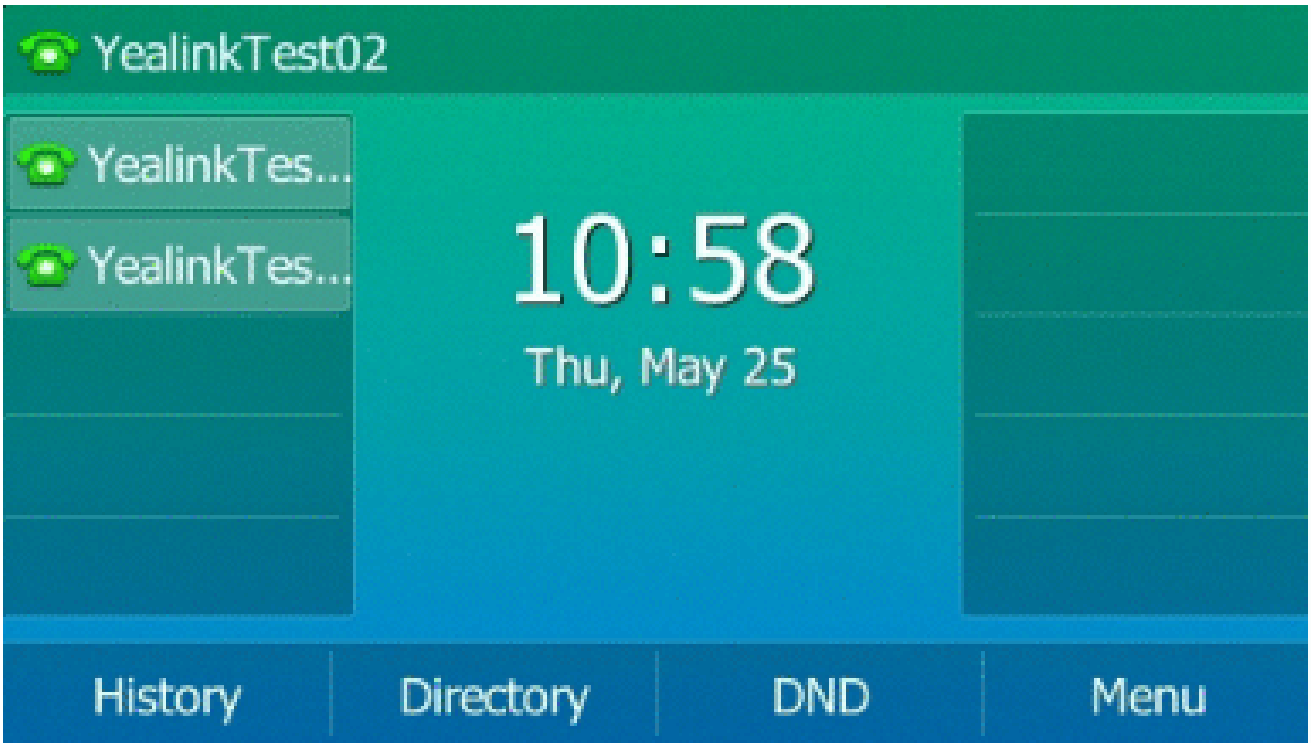
The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

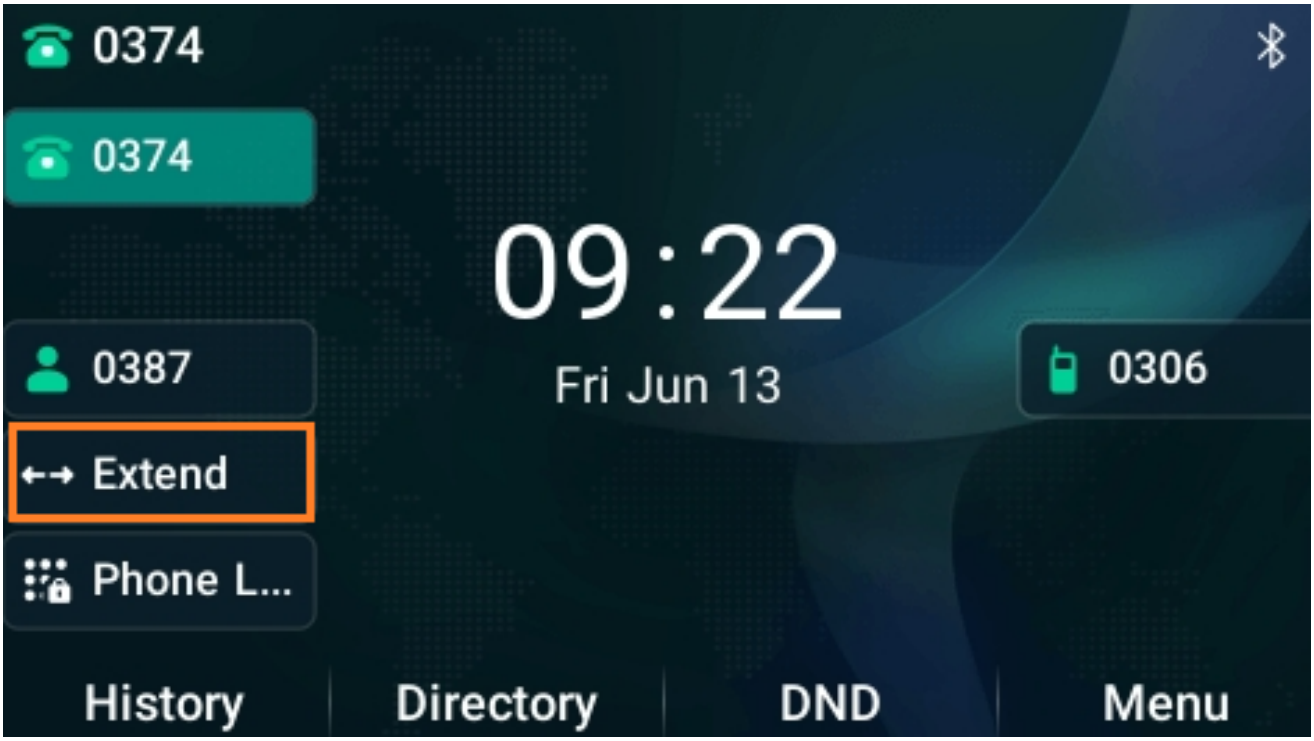
Extend Line Key Labels

You can extend the line key labels to the half of the phone screen when the phone is idle or during a call.

Procedure

Do one of the following:

- For T3X phones:
  a. Press the left navigation key.
  b. You can press the right navigation key to shrink the line key labels.
- For T4X/T53X/T54W/T57W/T73U/T73W/T74U/T74W phones：
  a. Go to **Menu** > **Features** > **Dsskey**.
  b. Select the desired line key.
  c. Select **Key Event** from the **Type** field.
  d. Select **Extend** from the **Key Type** field.
  e. (Optional) Enter the string that will appear on the phone screen in the **Label** field.
  f. Select **Save**.
  g. When the phone is idle/during a call, press the **Extend** key to extend the line key labels.



Line keys

Introduction

Line keys allow you to access features such as recall and speed dial quickly. The line key can indicate the monitored status when the line keys are assigned with particular features, such as BLF.

You can assign predefined functions to line keys. You can also define a label for a line key feature, which will appear on the phone screen.

Set Line Key

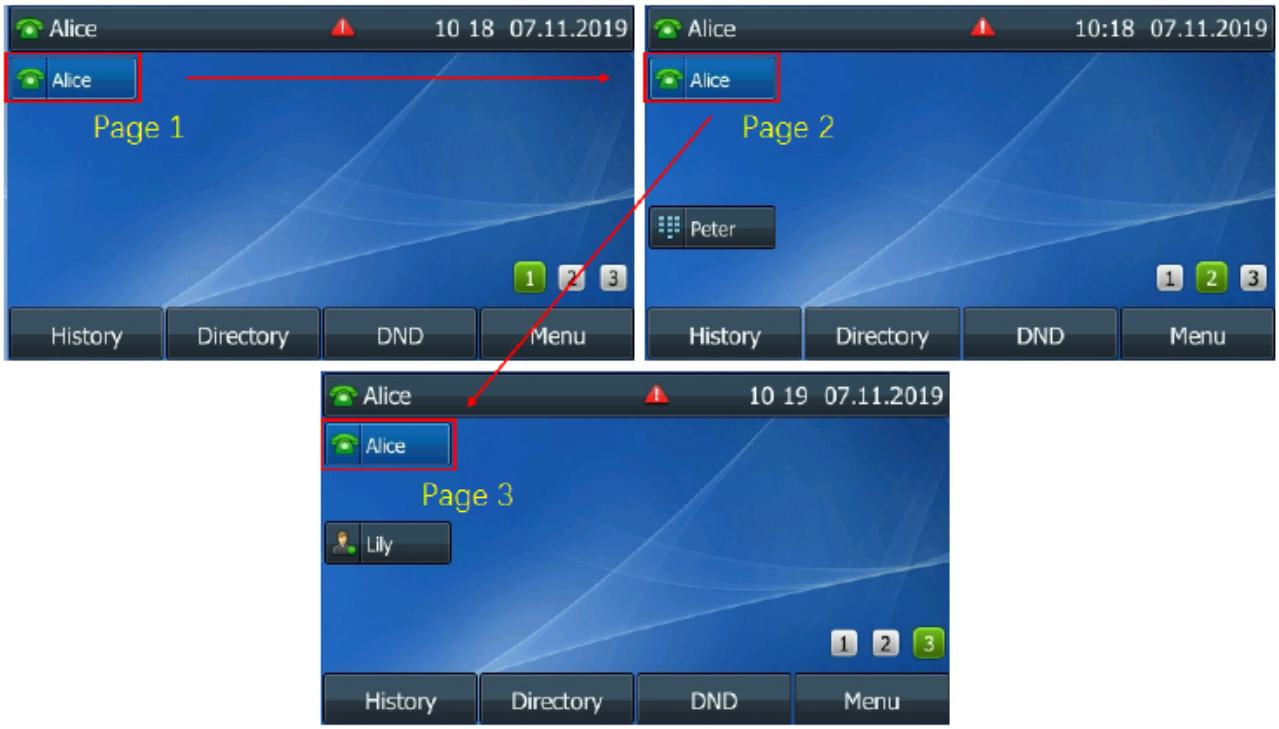
Introduction

You can make a Line key located in the same position on different pages. Then you can use this Line key on every page to accept incoming calls.

For T3X/T4X/T53X/T54W/T57W phones:

- For T34W/T33P/T33G, this feature is only applicable to line keys 1-3.
- For T42U/T42S/T41S, this feature is only applicable to line keys 1-5.
- For T43U/T53W/T53/T53C, this feature is only applicable to line keys 1-7.
- For T46U/T46S/T54W, this feature is only applicable to line keys 1-9.

The following figure shows that Line key 1 is locked in the same position on each page:



Procedure

1. Go to **Menu** > **Features** > **Dsskey**.
2. Select the desired line key.
3. Select **Line** from the **Type** field.
4. Select the desired line from the **Account ID** field.
5. (Optional) Enter the string that will appear on the phone screen in the **Label** field.
6. Select **Lock** from the **Value** field.
7. Select **Save**.

Assign Functionality to Line Key

Introduction

You can assign functions to a line key to access this function quickly by tapping this line key.

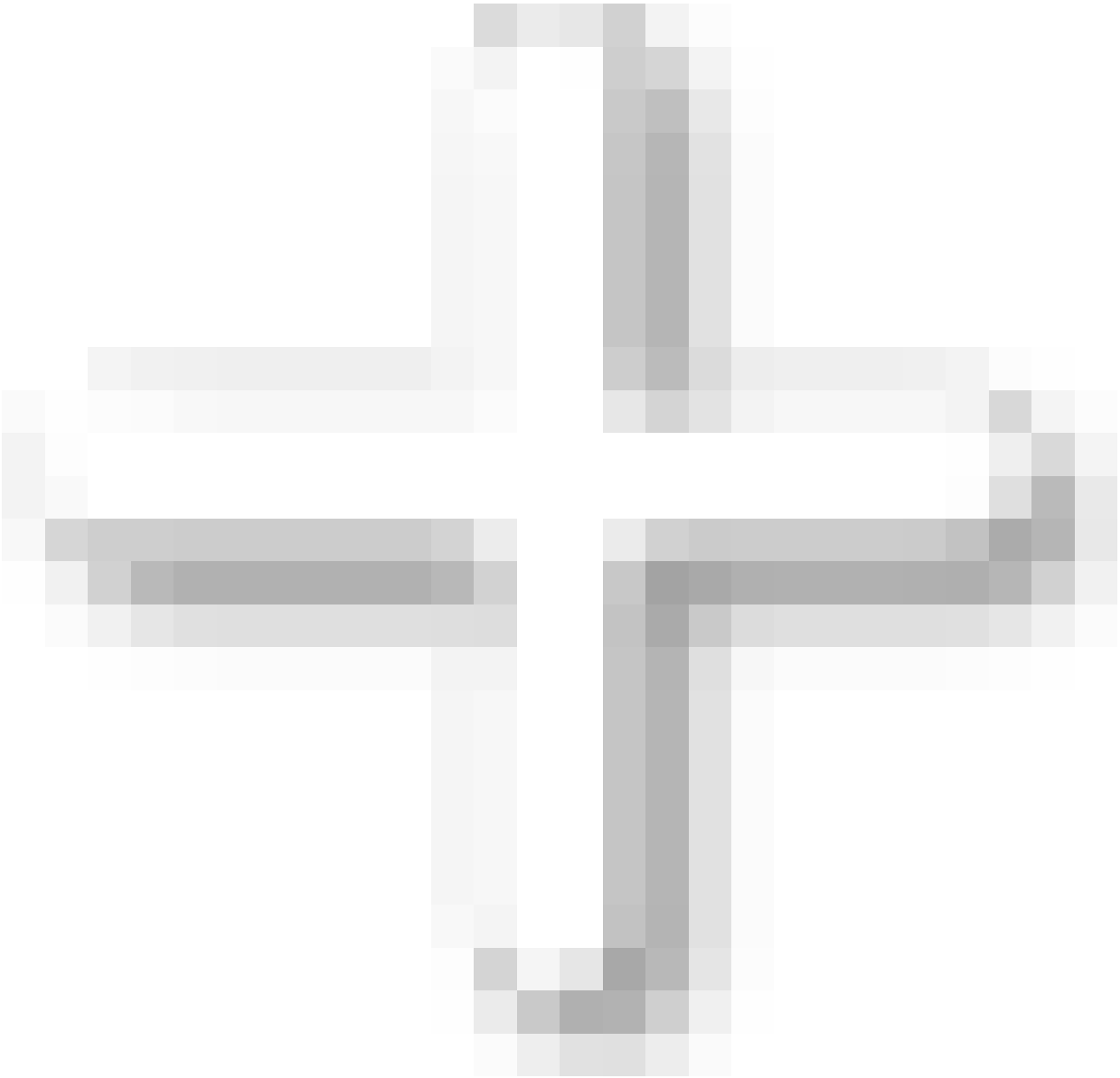
Procedure

Do one of the following:

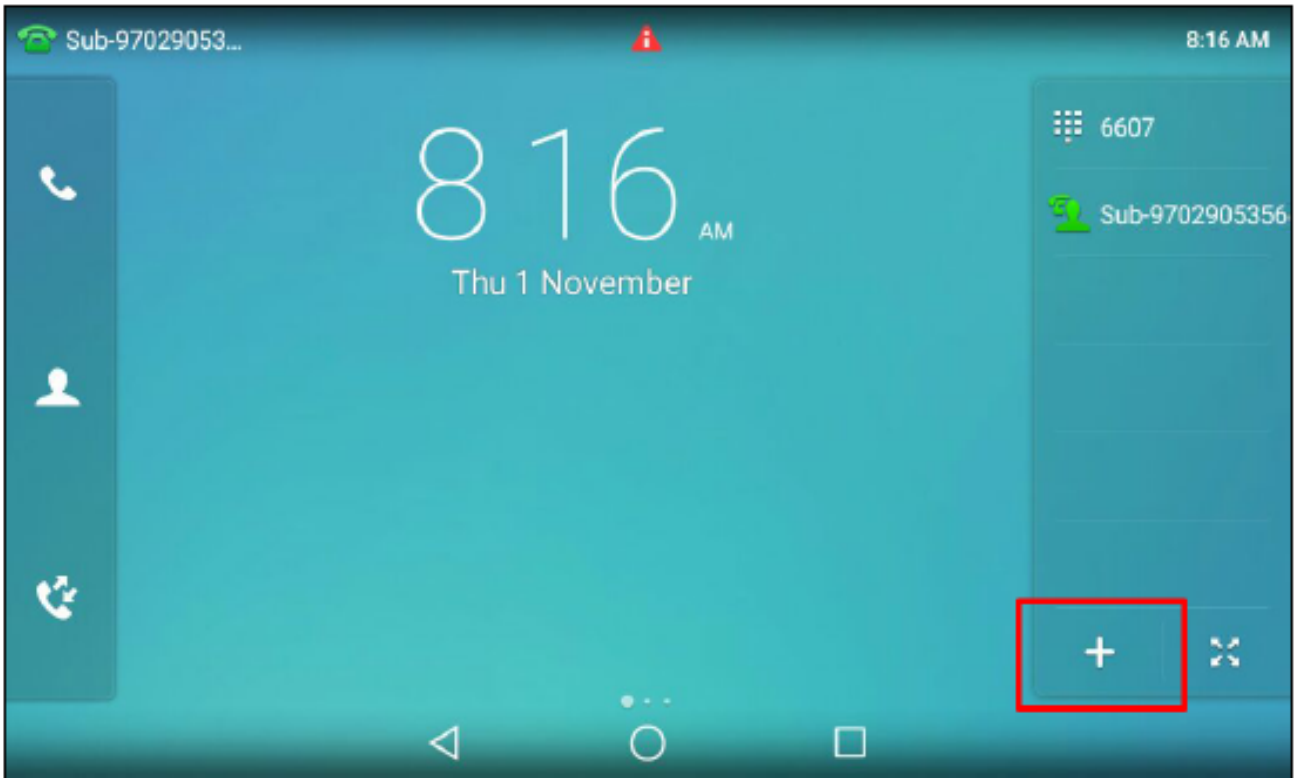
- For VP59/T58A/T58W phones:
  a. Do one of the following:
    - When there is no line key configured, tap

on the home screen.

- When there is at least a line key configured, tap



on the bottom-left of the line key list.



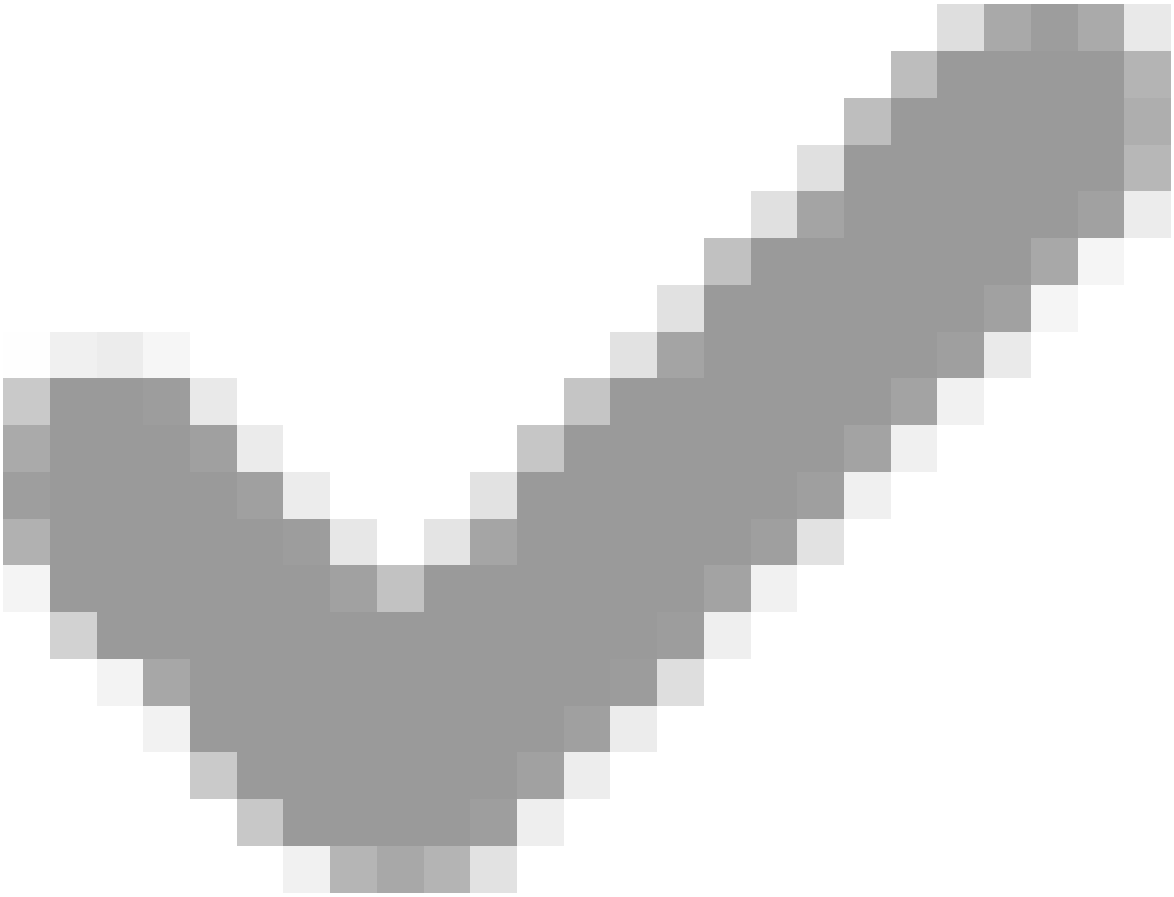
- Swipe left or right to go to the second idle screen; go to **Settings** > **Features** > **Dsskey**.

b. Tap the desired line key.

c. Select the desired key type from the **Type** field.

d. Configure the settings for the corresponding key type.

e. Select



.

- For CP925/CP935W/CP965 phones:

  a. Tap **Dsskey**.

  b. Select the desired line key.

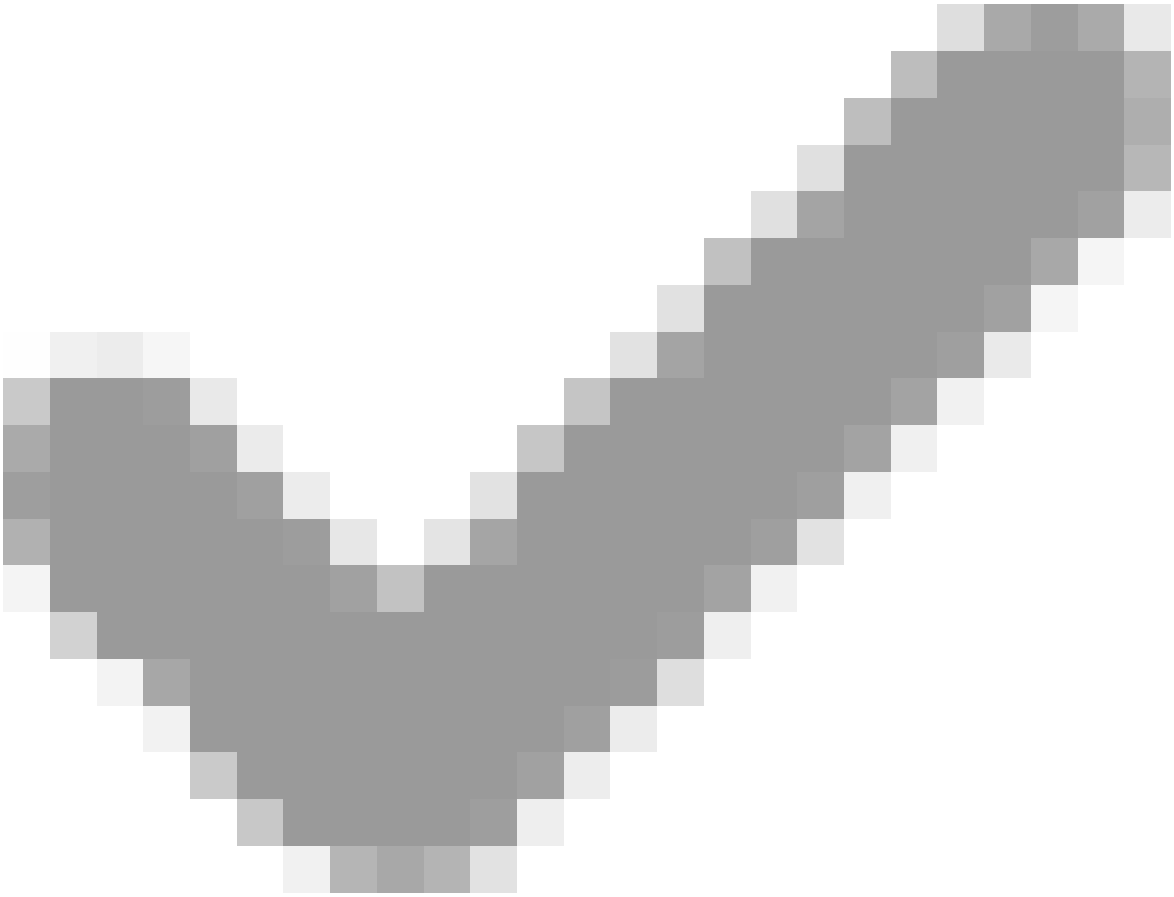
  c. Select

.

d. Select the desired key type from the **Type** field.

e. Configure the settings for the corresponding key type.

f. Select



.

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:

  a. Go to **Menu** > **Features** > **Dsskey**.

  b. Select the desired line key.

  c. Select

.

d. Select the desired key type from the **Type** field.

e. Configure the settings for the corresponding key type.

f. Select **Save** or **OK**.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Settings** > **Dsskey**.

  b. Select the desired line key.

  c. Select the desired key type from the **Type** field.

  d. Configure the settings for the corresponding key type.

e. Select **Save** or **OK**.

Change Locations of Line Keys

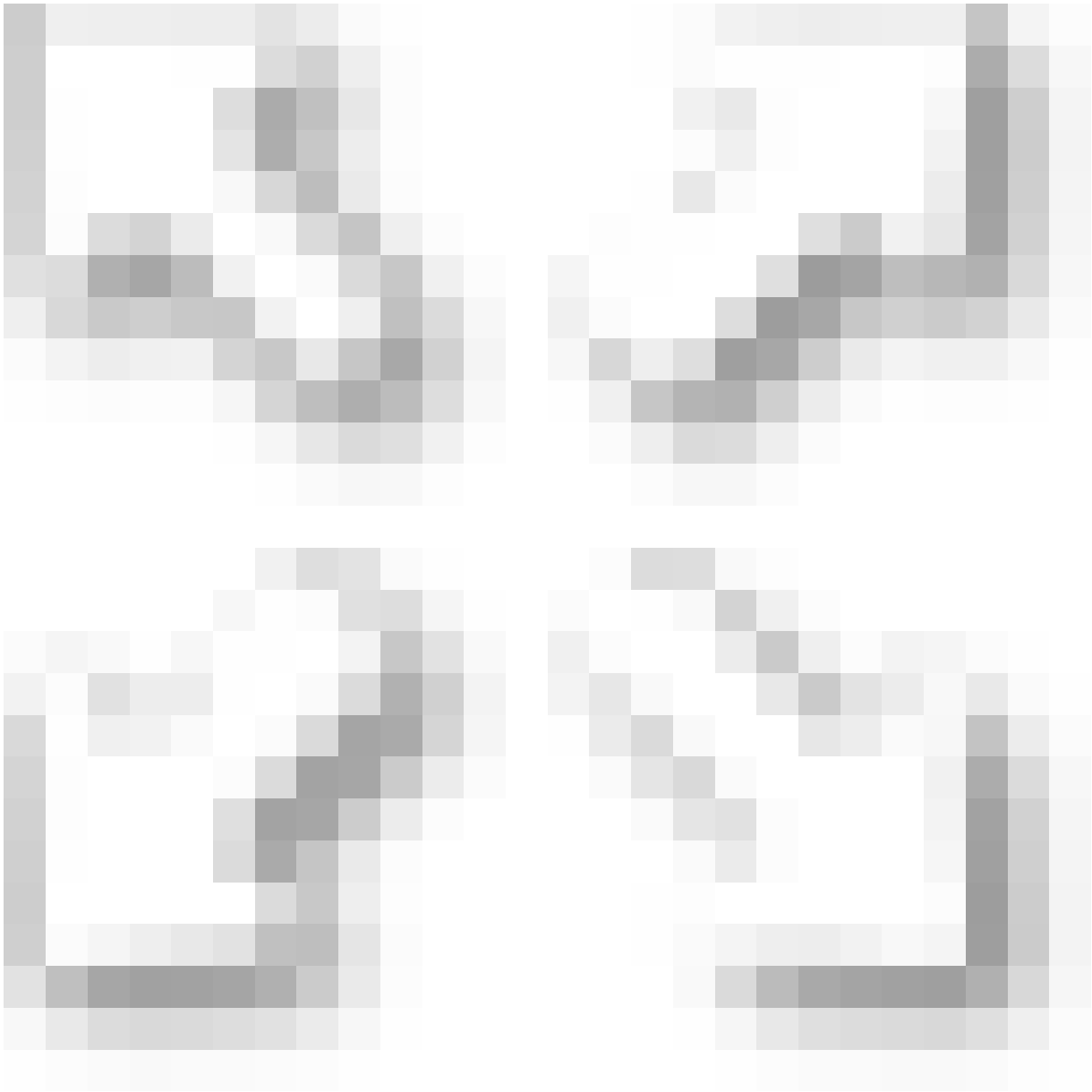
Introduction

You can change the order in which your line keys display on the phone screen.

Procedure

> It is only applicable to VP59/T58A/T58W/T88W (Pro)/T88V Pro.

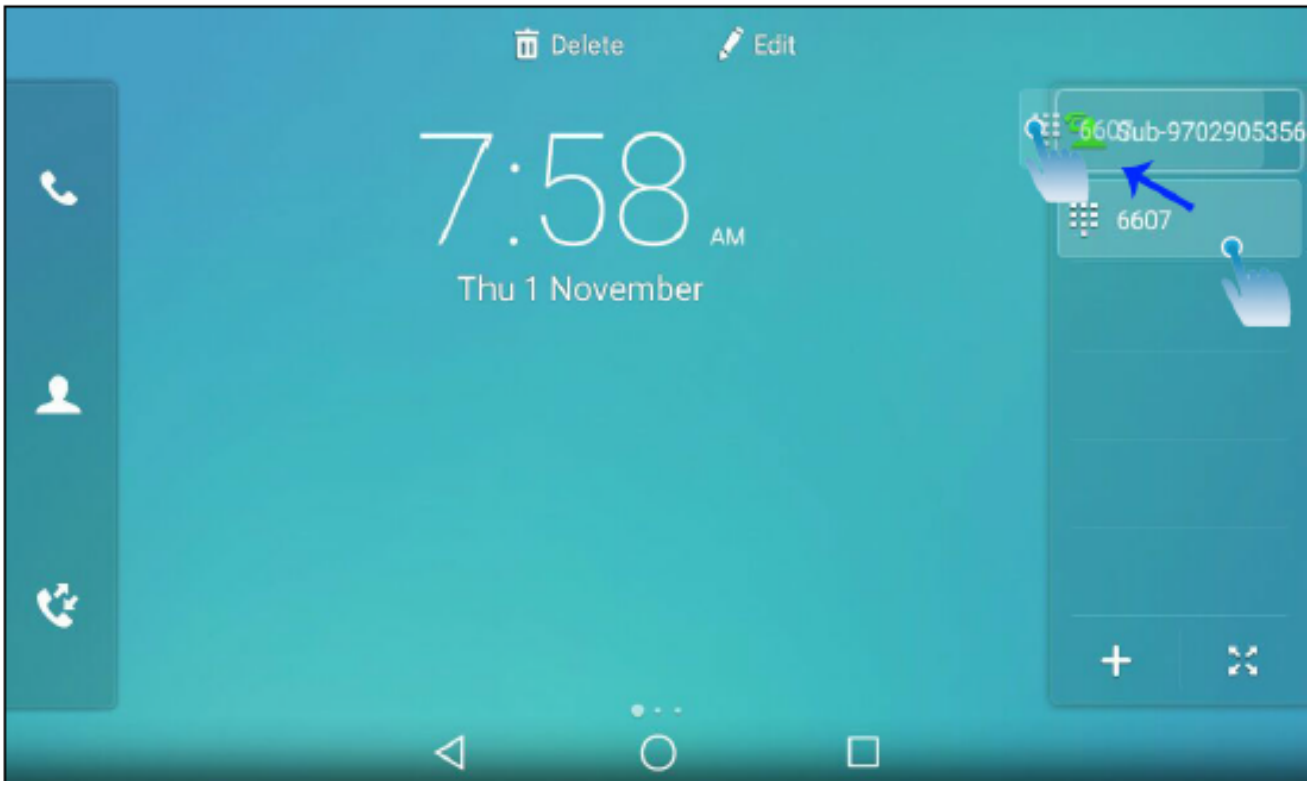
1. Do one of the following:
   - Drag up and down to scroll through the line keys list if required.
   - Tap



on the bottom-right of the line key list.

2. Drag a line key to the desired location that another line key locates.

   For example, exchange the locations of line key 1 and line key 2:



Delete Line Key

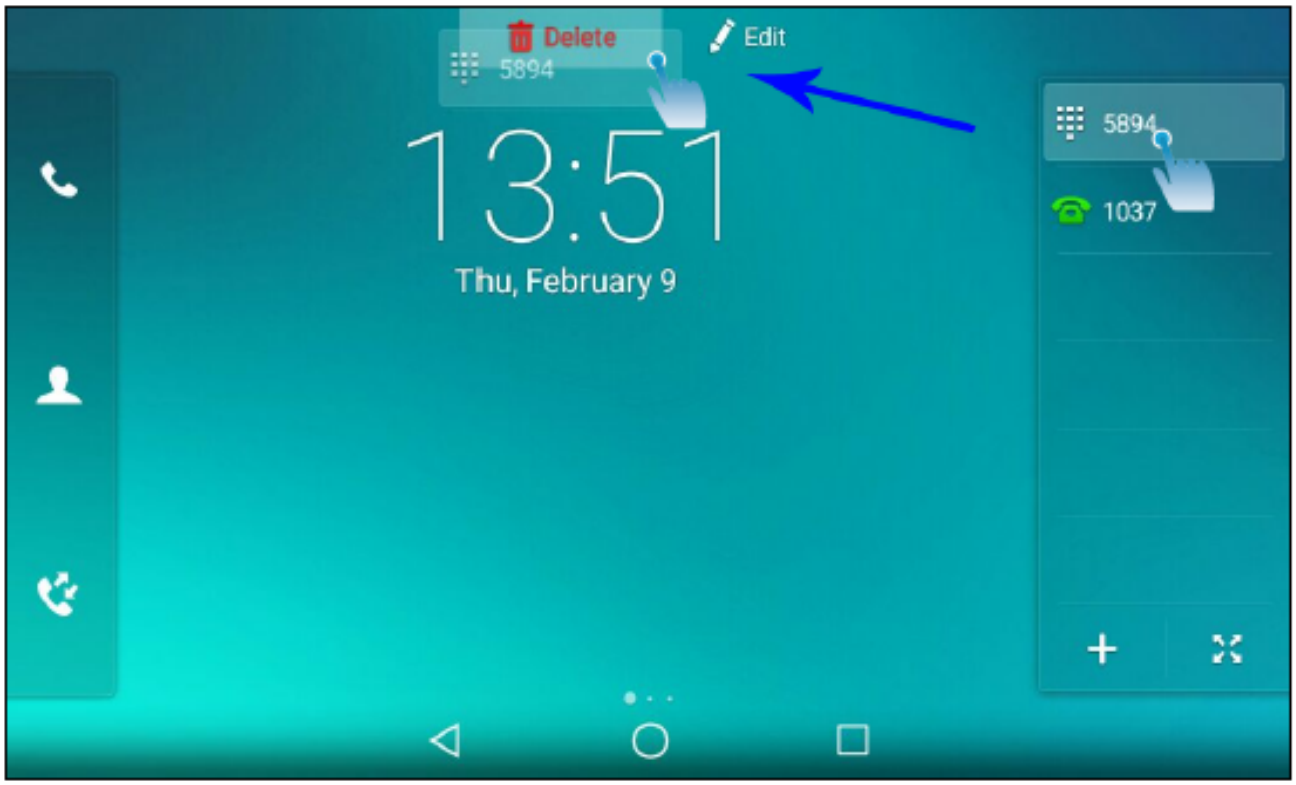
You can delete a line key when you no longer need the corresponding function.

> It is only applicable to VP59/T58A/T58W/T88W (Pro)/T88V Pro.

Procedure

- For VP59/T58A/T58W phones:

  a. Drag the desired line key to the Delete field.



The phone prompts you to delete the DSS key or not.

b. Select **OK**.

- For T88W (Pro)/T88V Pro phones:

a. Long-tap the desired line key, and then select **Delete**.

Accessibility

The phone includes several features to accommodate users who have low vision person who are blind.

> This feature is only applicable to **T44W/T44U/T46U/T48U/T54W/T57W/T7X/T8X**.

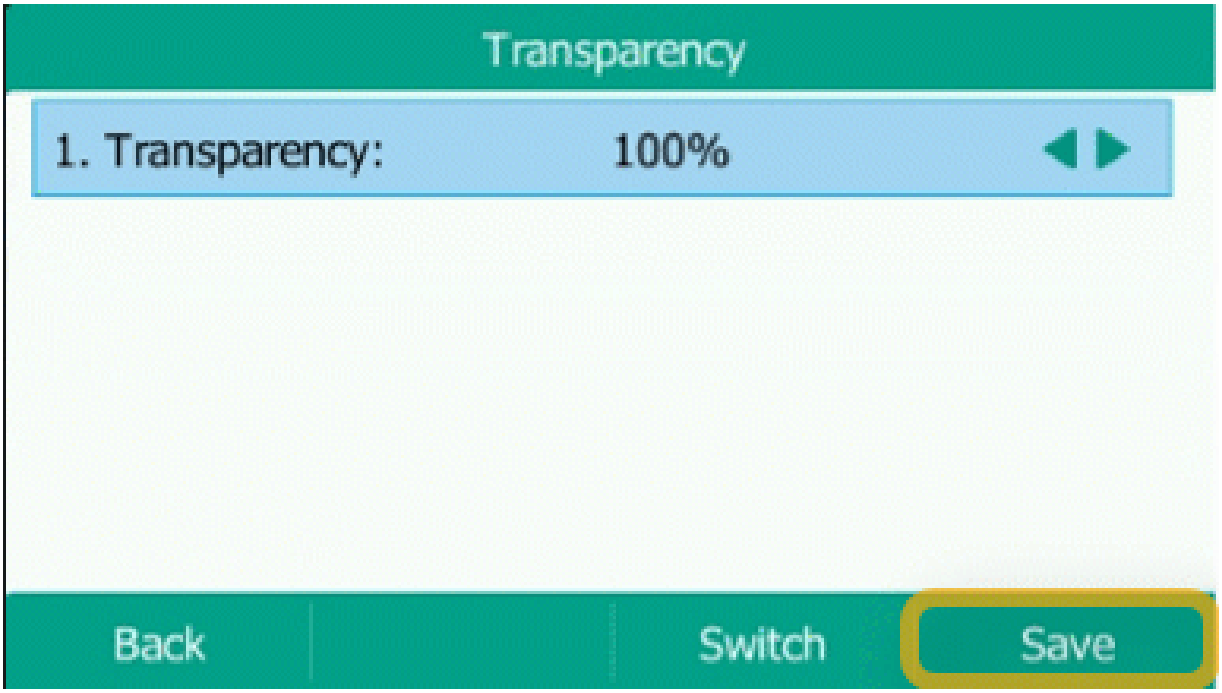
Transparency

If the background picture affects the idle screen display, you can change the transparency to make the texts of the line key and status bar easier to read.

Procedure

1. Do one of the following:
   - Go to **Menu** > **Basic** > **Display** > **Accessibility** > **Transparency**.
   - Go to **Settings** > **Accessibility** > **Transparency**.
2. Select the desired value from the **Transparency** field.
3. Tap **Save** to save the change.

The following figure shows an example of the screen display when the transparency is set to 100%:

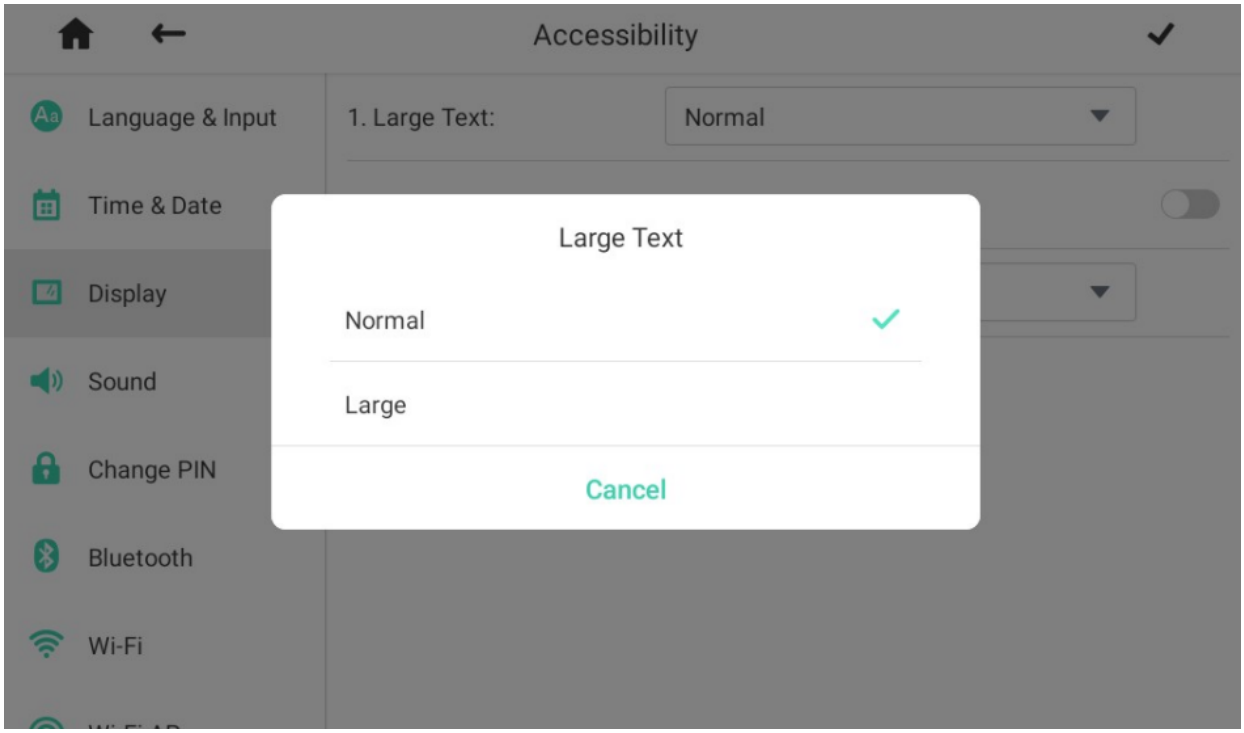


Large Text

You can change the displayed text size.

Procedure

1. Do one of the following:
   - Go to **Menu** > **Basic** > **Display** > **Accessibility** > **Large Text**.
   - Go to **Settings** > **Accessibility** > **Large Text**.
2. Select **Normal** or **Large**.



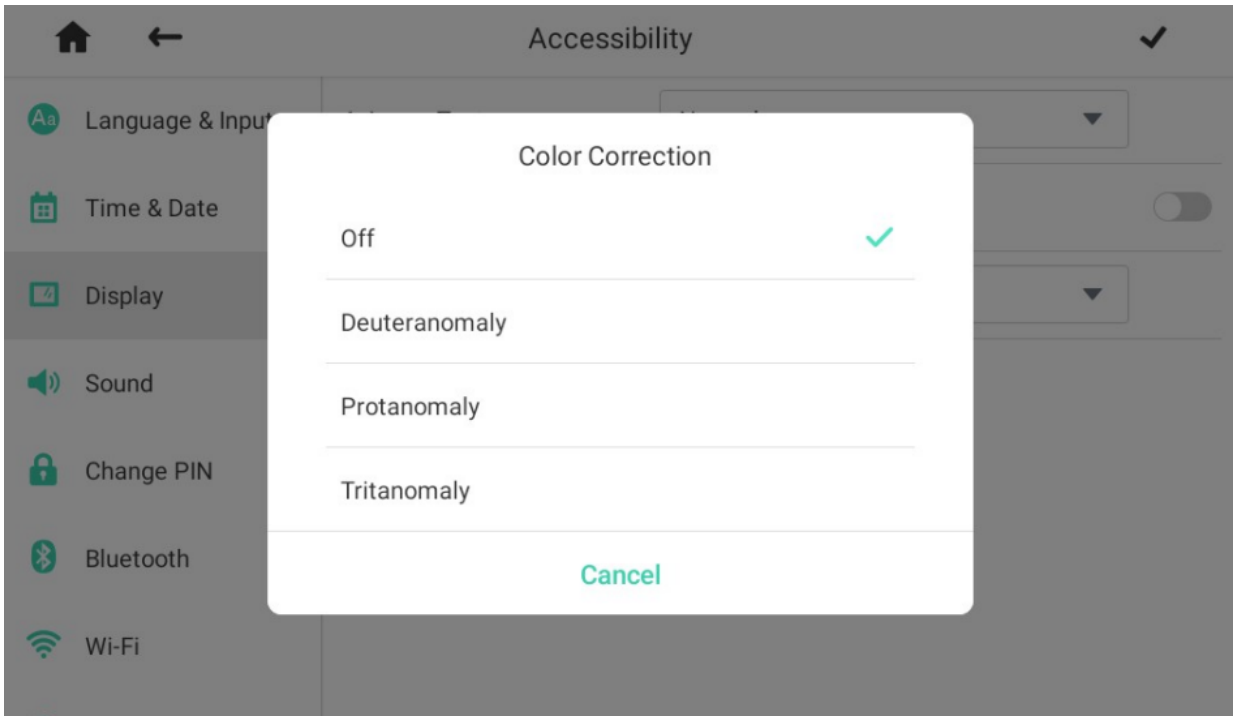
3. Tap **Save** to save the change.

Color Correction

You can change the color mode if any difficulties with color recognition.

Procedure

1. Do one of the following:
   - Go to **Menu** > **Basic** > **Display** > **Accessibility** > **Color Correction**.
   - Go to **Settings** > **Accessibility** > **Color Correction**.
2. Select the desired value from the **Color Correction** field.
   - Off
   - Deuteranomaly (red-green)
   - Protanomaly (red-green)
   - Tritanomaly (blue-yellow)
3. Tap **Save** to save the change.


Accessibility
Language & Input
Time & Date
Display
Sound
Change PIN
Bluetooth
Wi-Fi
Color Correction
Off
Deuteranomaly
Protanomaly
Tritanomaly
Cancel

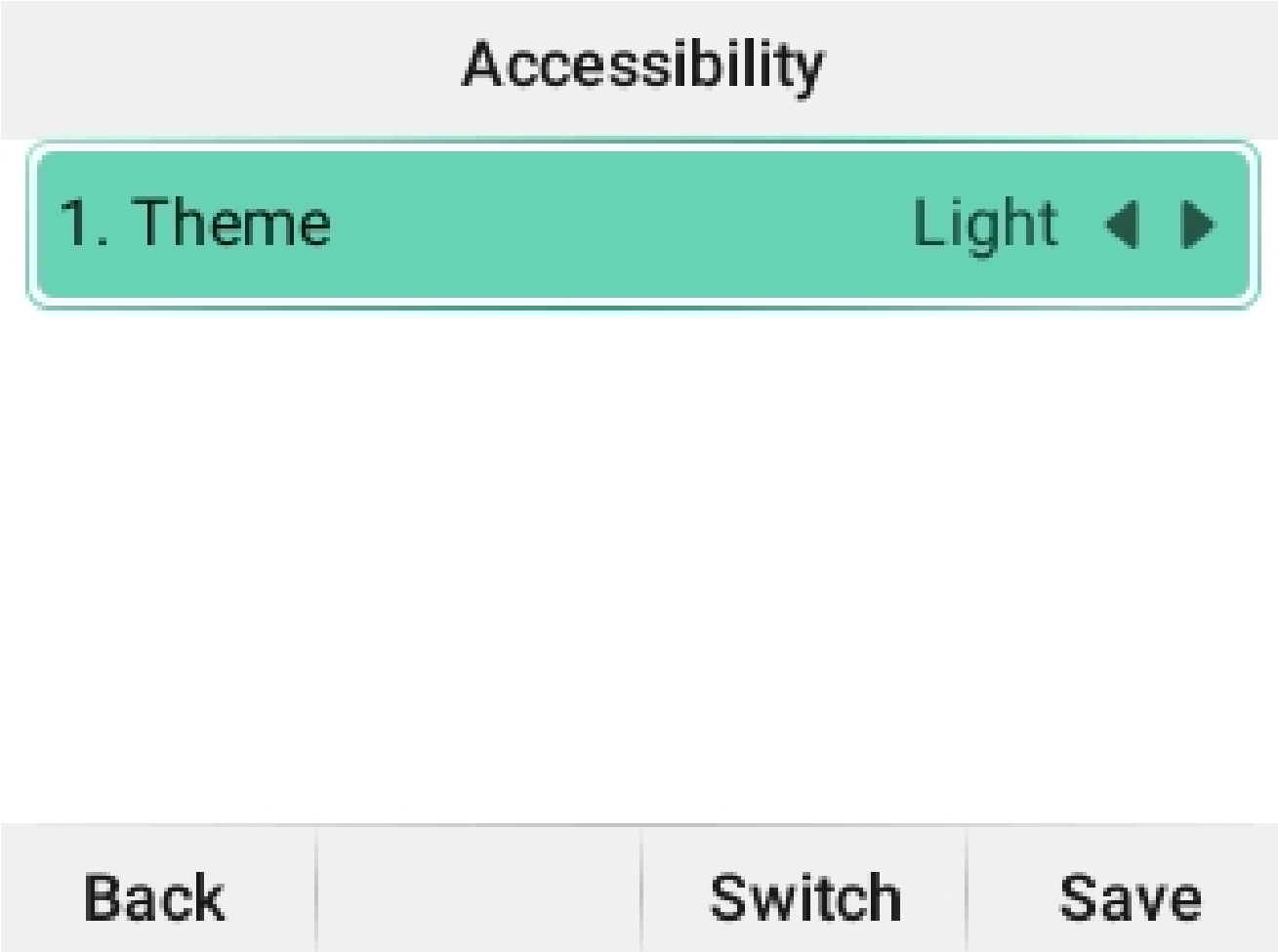
Theme

You can switch between the dark and light themes displayed on your phone.

> Only applicable to T73U/T73W/T74U/T74W/T77U/T85W/T87W/T88W (Pro)/T88V Pro phones.

Procedure

1. Do one of the following:
   - Go to **Menu** > **Basic** > **Display** > **Appearance**.
   - Go to **Settings** > **Display** > **Appearance**.
2. Select the desired theme.
3. Select **Save**.



Adjust Volume

You can adjust the volume of the ringer, media, and audio during a call.

Procedure

Press the Volume key.

Set Ring Tone

You can set distinctive ring tones for groups or contacts in your Local Directory so that you can identify the caller when your phone rings.

The ringtones are used according to this priority: Contact ring tone > Group ring tone > Account ring tone > Phone ring tone.

Set Ring Tone for Phone

You can choose a ring tone for all incoming calls.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Sound** > **Ring Tones** > **Common**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Sound** > **Ring Tones** > **Common**.

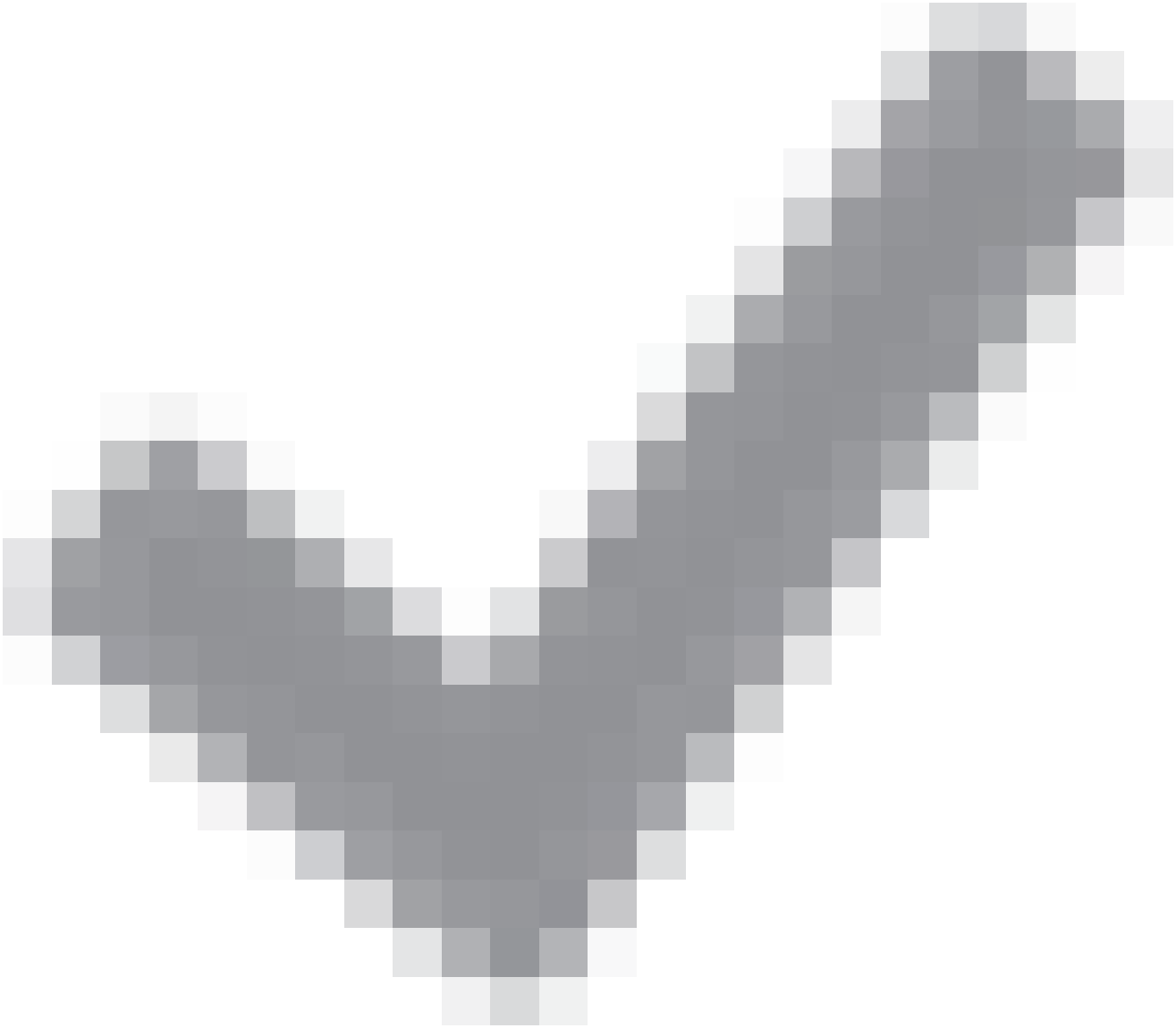
  b. Select the desired ring tone.

  c. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Basic Settings** > **Sound** > **Ring Tones** > **Common**.

  c. Select the desired ring tone.

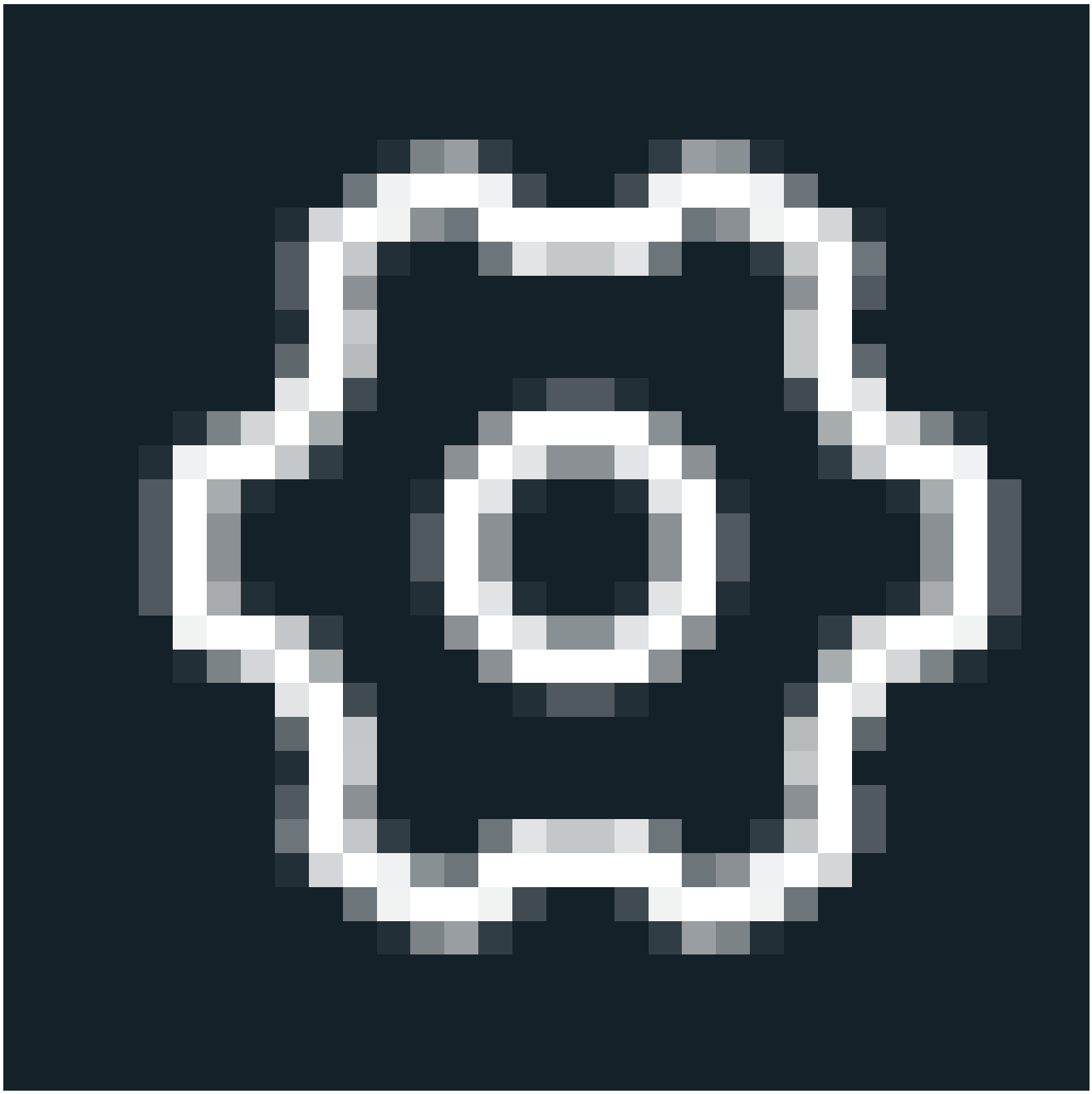
  d. Select



.

- For T88W (Pro)/T88V Pro phones:

  a. Go to **Call**/**Contact**/**History** >



> **Ring Tones** > **Common**.

b. Select the desired ring tone.

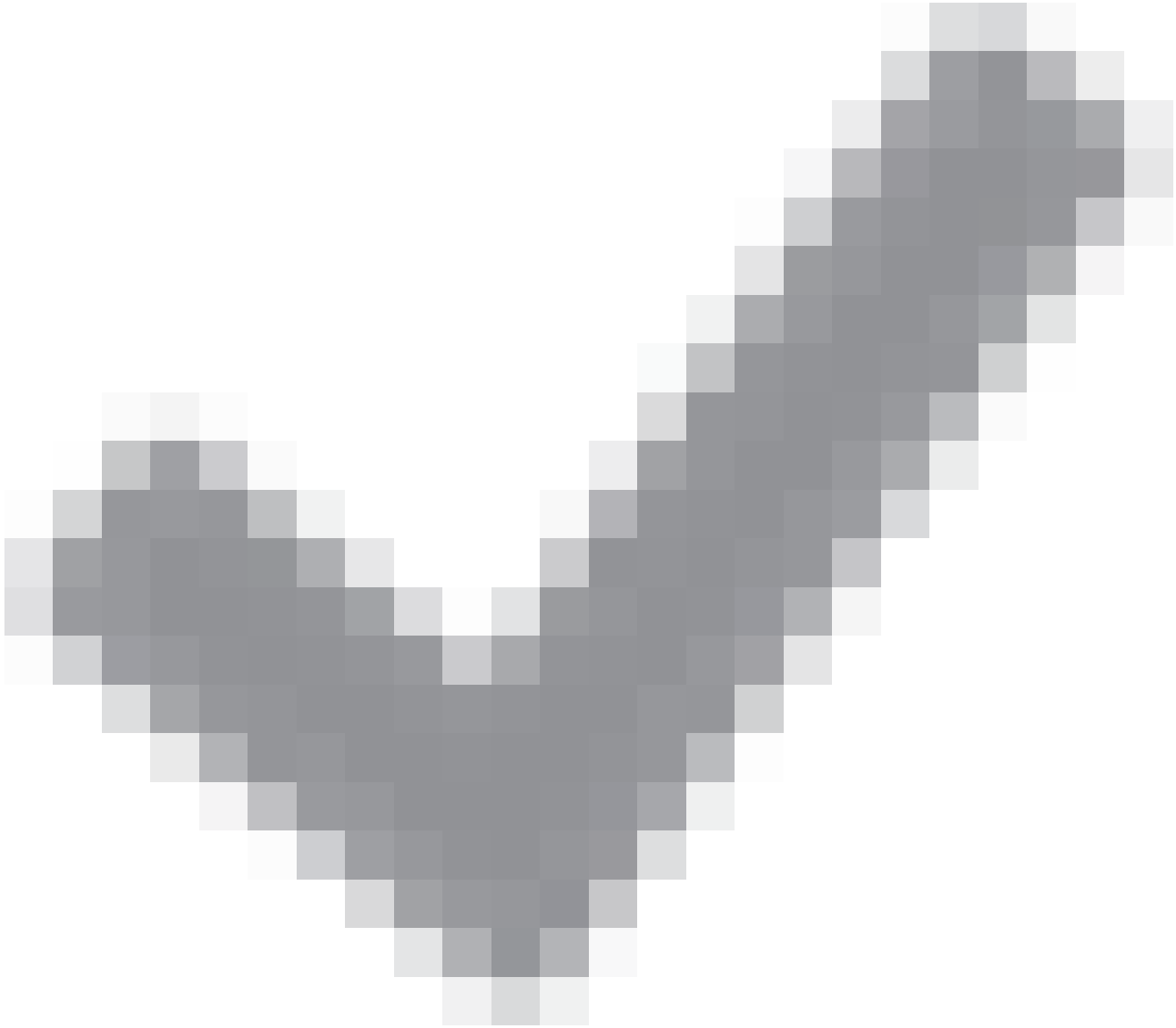
c. Select **Save**.

- For CP925/CP935W/CP965 phones:

  a. Go to **More** > **Basic** > **Sound** > **Ring Tones** > **Common** or **More** > **Settings** > **Basic Settings** > **Sound** > **Ring Tones** > **Common**.

  b. Select the desired ring tone.

  c. Select



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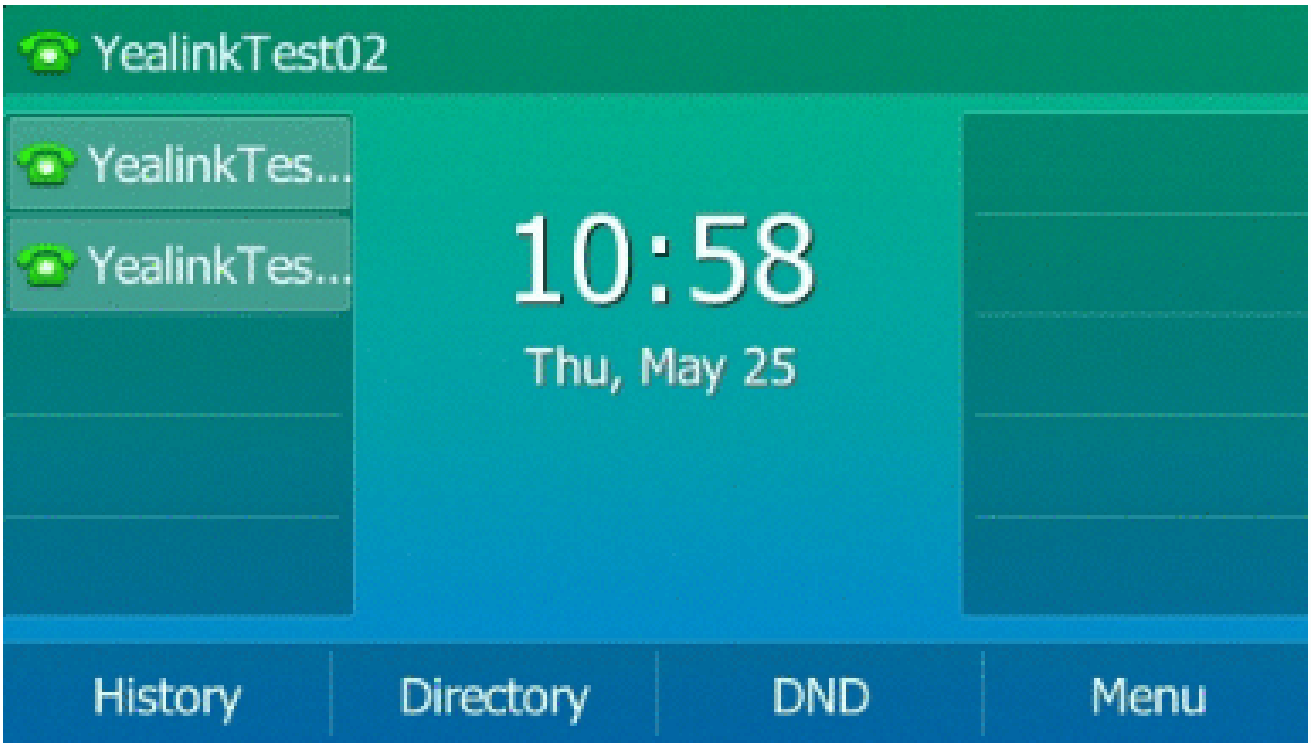
The following takes T54W for example.



Set Ring Tone for Account

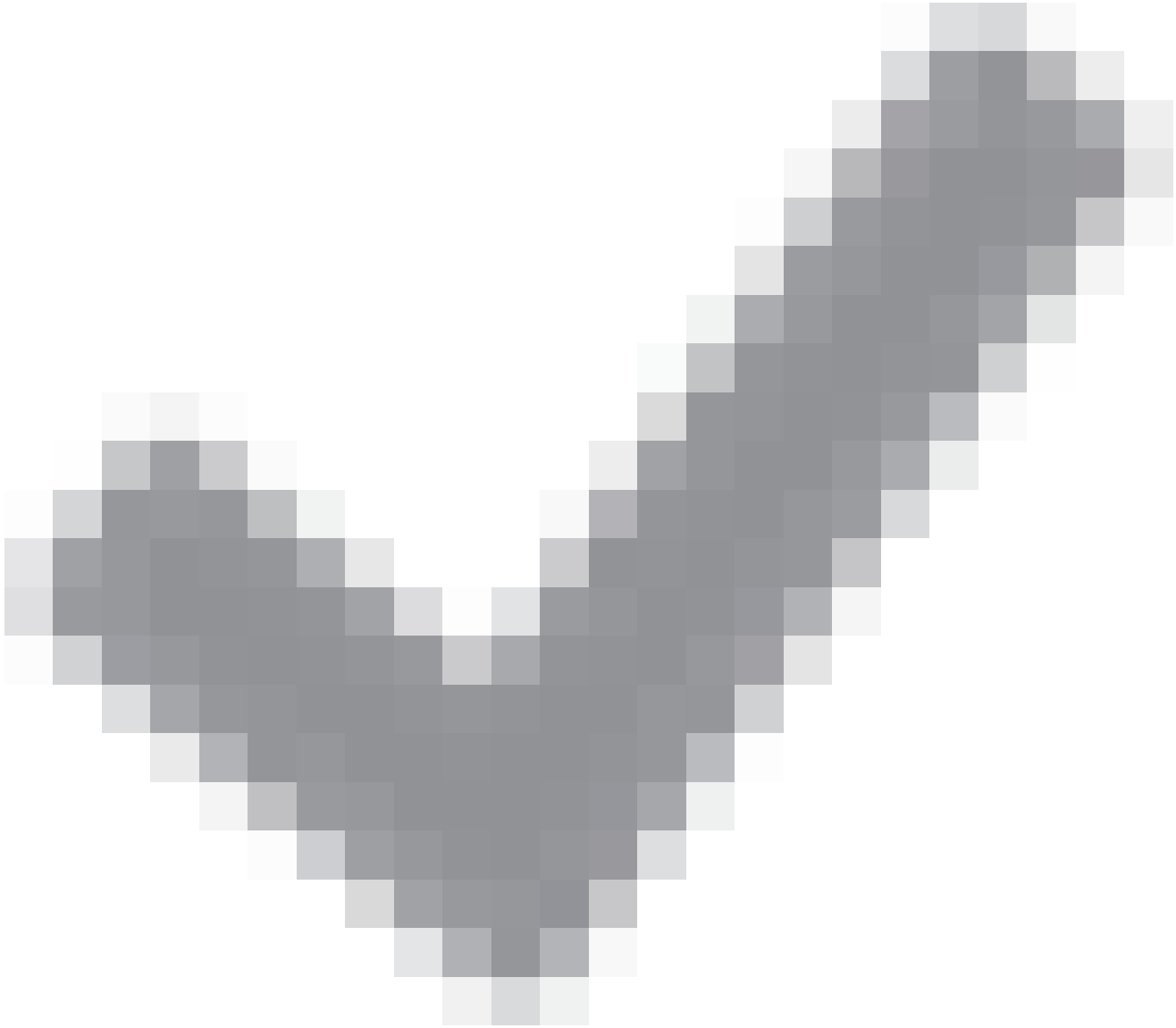
You can select a unique ring tone for an individual account.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Sound** > **Ring Tones**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Sound** > **Ring Tones**.

  b. Select the desired account.
  c. Select the desired ring tone.
  d. *If **Common** is selected, this account will use the ring tone selected for the phone.*
  d. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Sound** > **Ring Tones** > **Ring Tones**.
  c. Select the desired account.
  d. Select the desired ring tone.
  e. *If **Common** is selected, this account will use the ring tone selected for the phone.*
  e. Select



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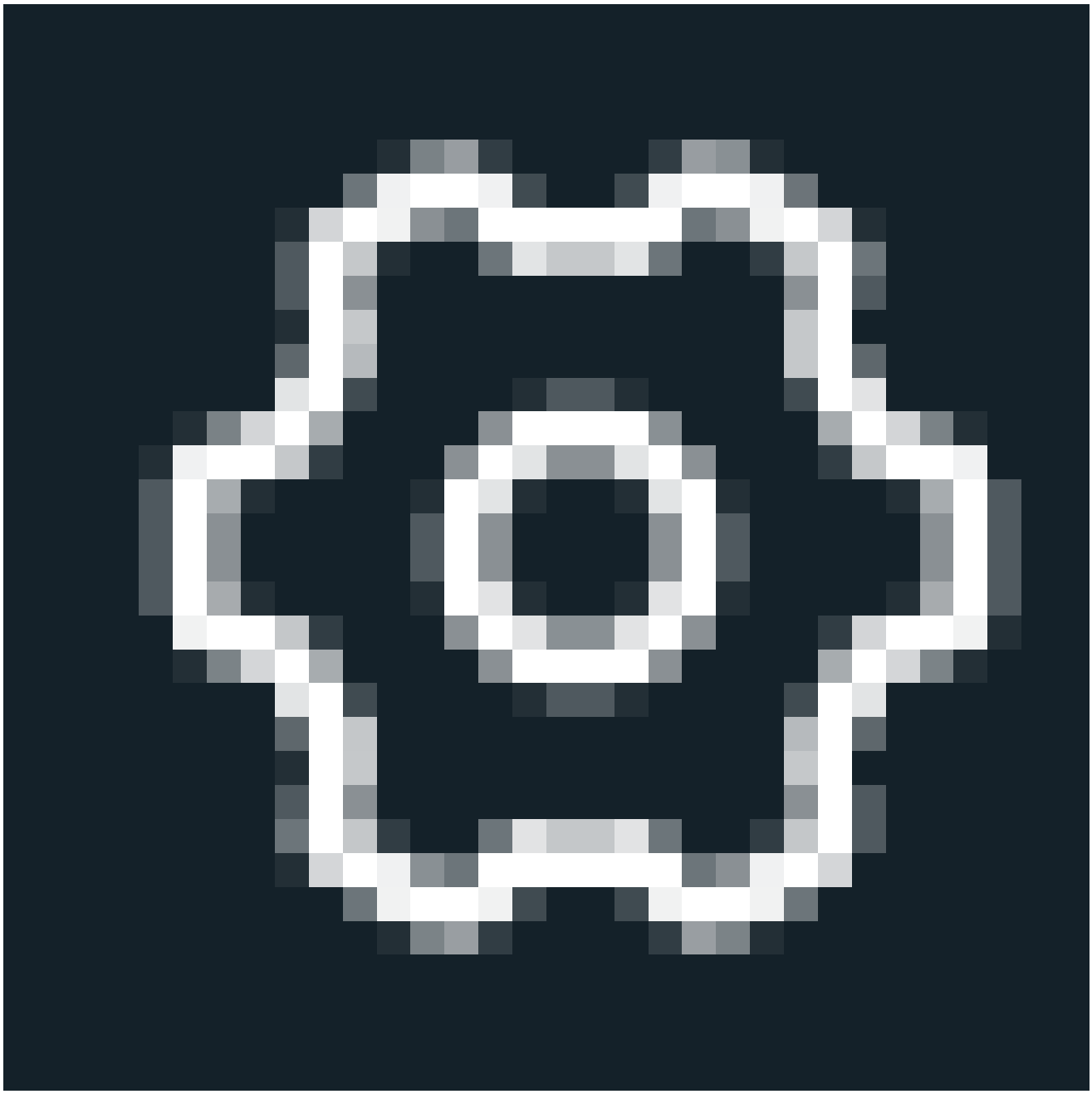
- For T88W (Pro)/T88V Pro phones:

  a. Go to **Call**/**Contact**/**History** >



> **Ring Tones** > **Common**.

b. Select the desired account.

c. Select the desired ring tone.

d. *If **Common** is selected, this account will use the ring tone selected for the phone.*

d. Select **Save**.

- For CP925/CP935W/CP965 phones:

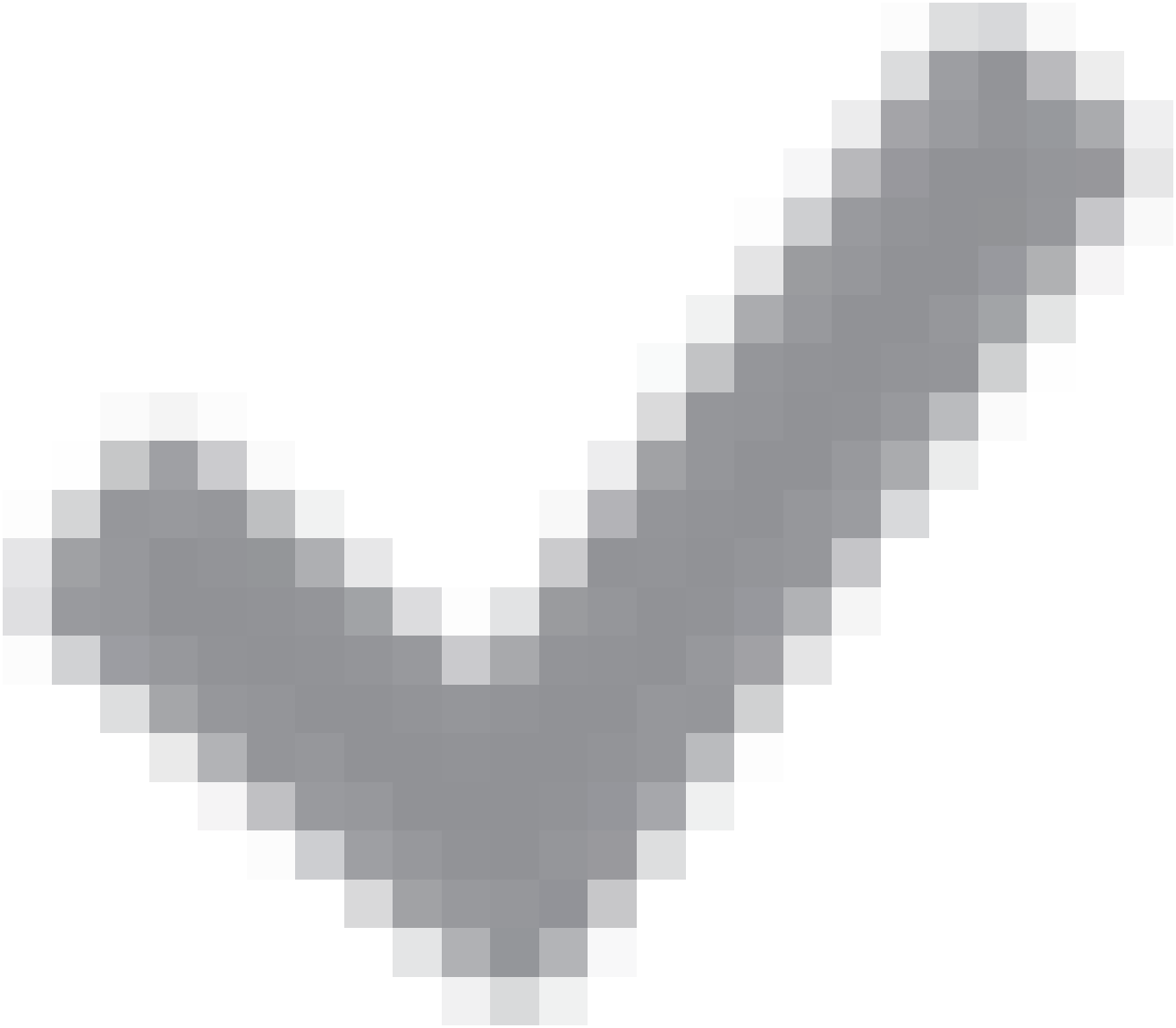
  a. Go to **More** > **Basic** > **Sound** > **Ring Tones** > **Ring Tones** or **More** > **Settings** > **Basic Settings** > **Sound** > **Ring Tones** > **Ring Tones**.

  b. Select the desired account.

  c. Select the desired ring tone.

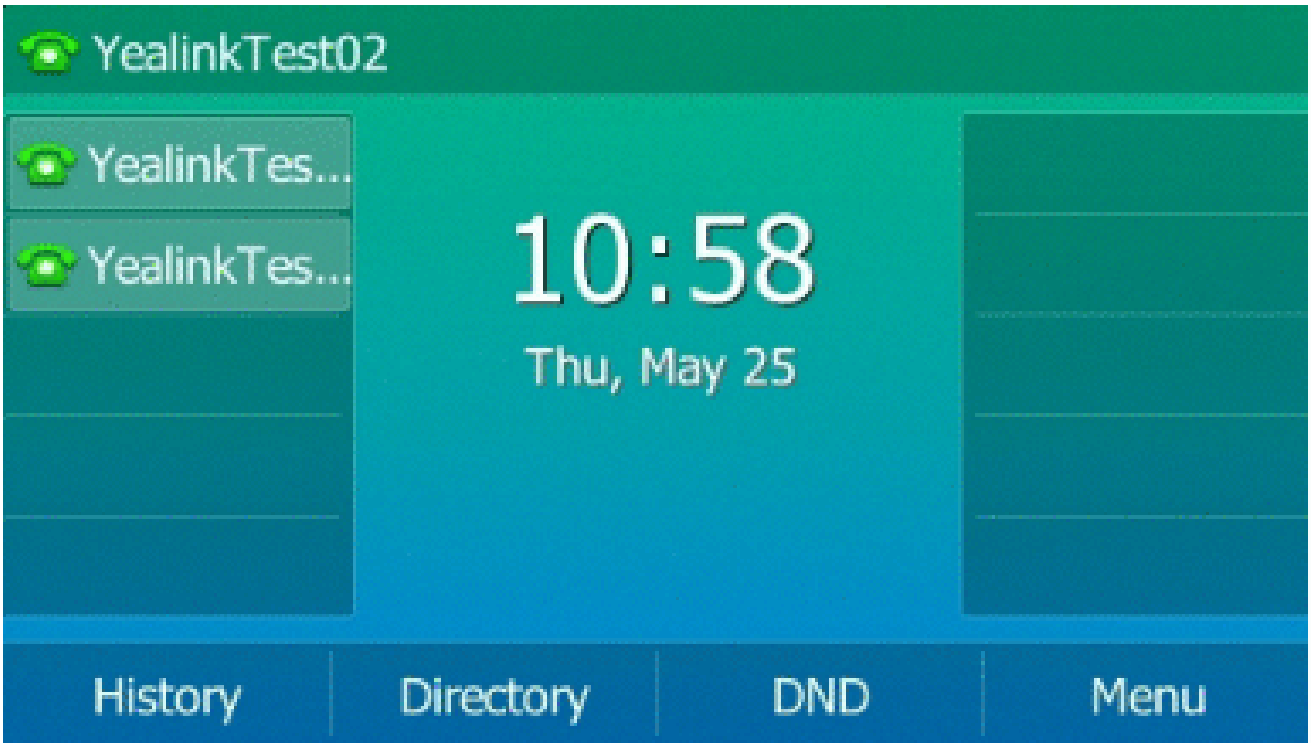
  d. *If **Common** is selected, this account will use the ring tone selected for the phone.*

  d. Select



.

The following takes T54W for example.



Set Ring Tone for Group

You can select a unique ring tone for various groups in your Local Directory.

Procedure

Do one of the following:

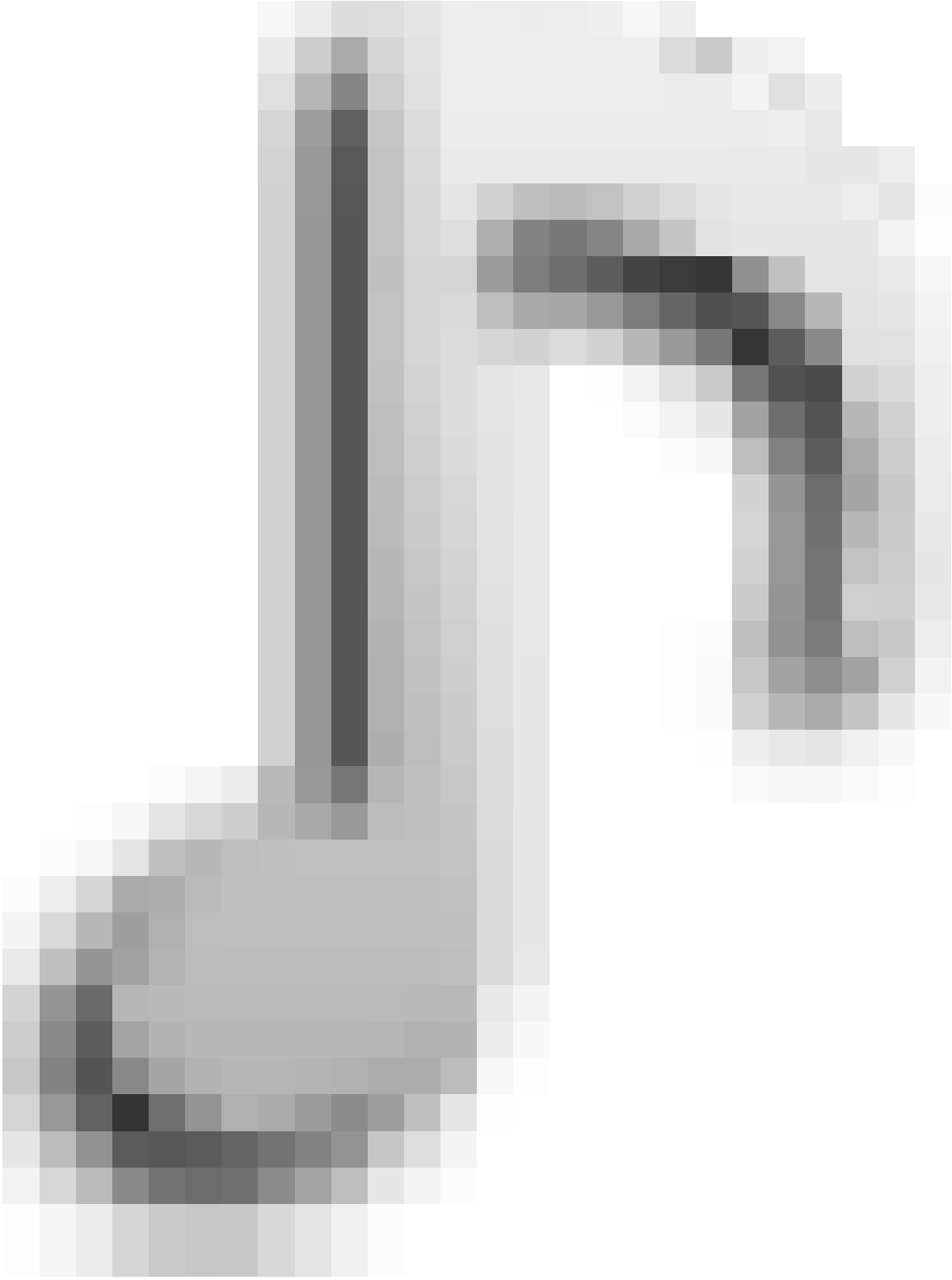
- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
    - Select **Directory** or go to **Menu** > **Directory**.

  b. Select the desired group.

  c. For T48U/T48S/T48G/T57W phones, tap **Settings**, and then select the desired group.

  c. Select **Option** > **Detail**.

  d. For T48U/T48S/T48G/T57W phones, tap



after the group name.

d. Select the desired ring tone from the **Ring** field.

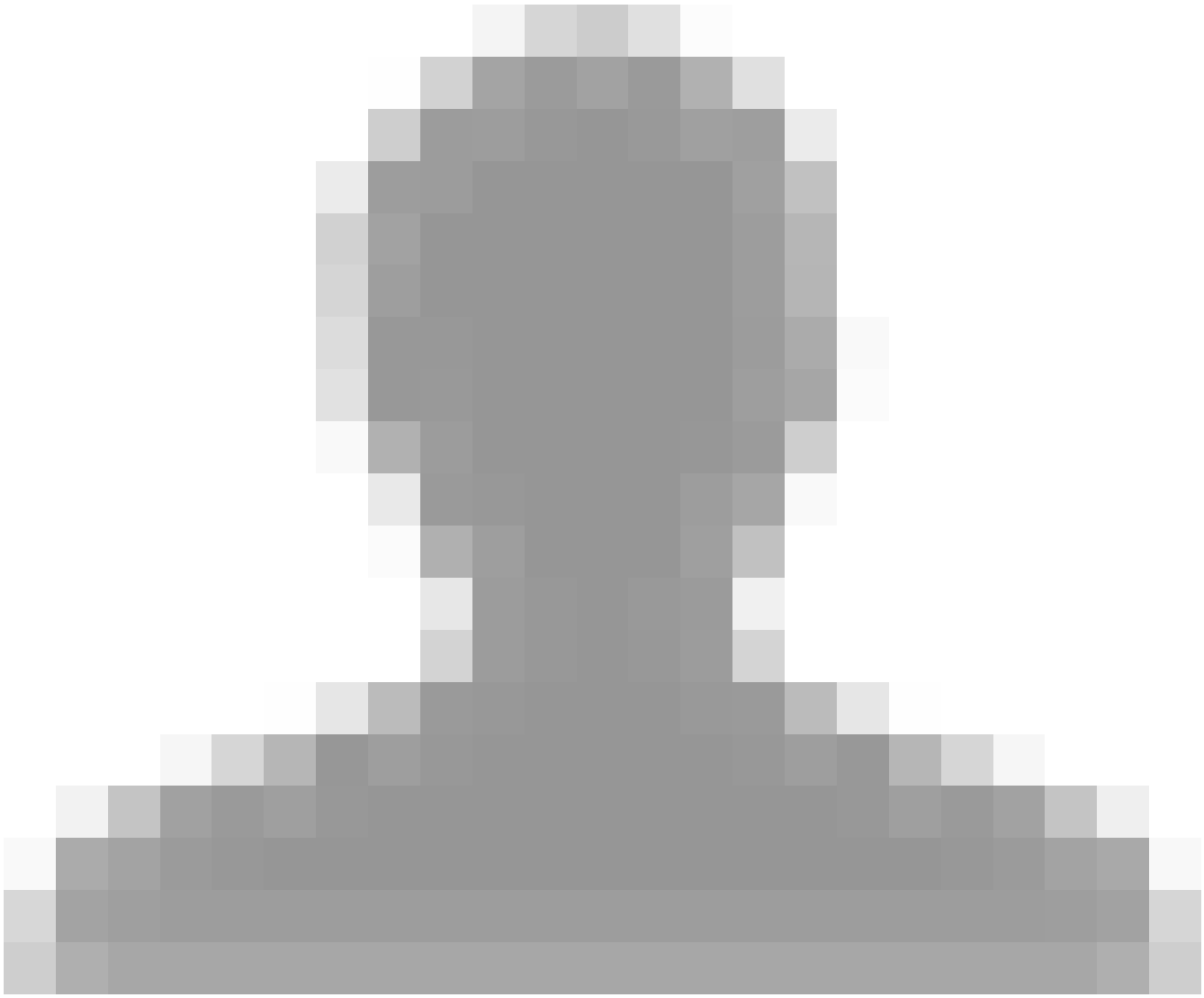
e. If **Auto** is selected, this group uses the ring tone according to the default priority.

f. *If a specific ring tone is selected, this group uses the ring tone according to the priority: Contact ring tone>Group ring tone.*

e. Select **Save** or **OK**.

- For VP59/T58A/T58W phones:

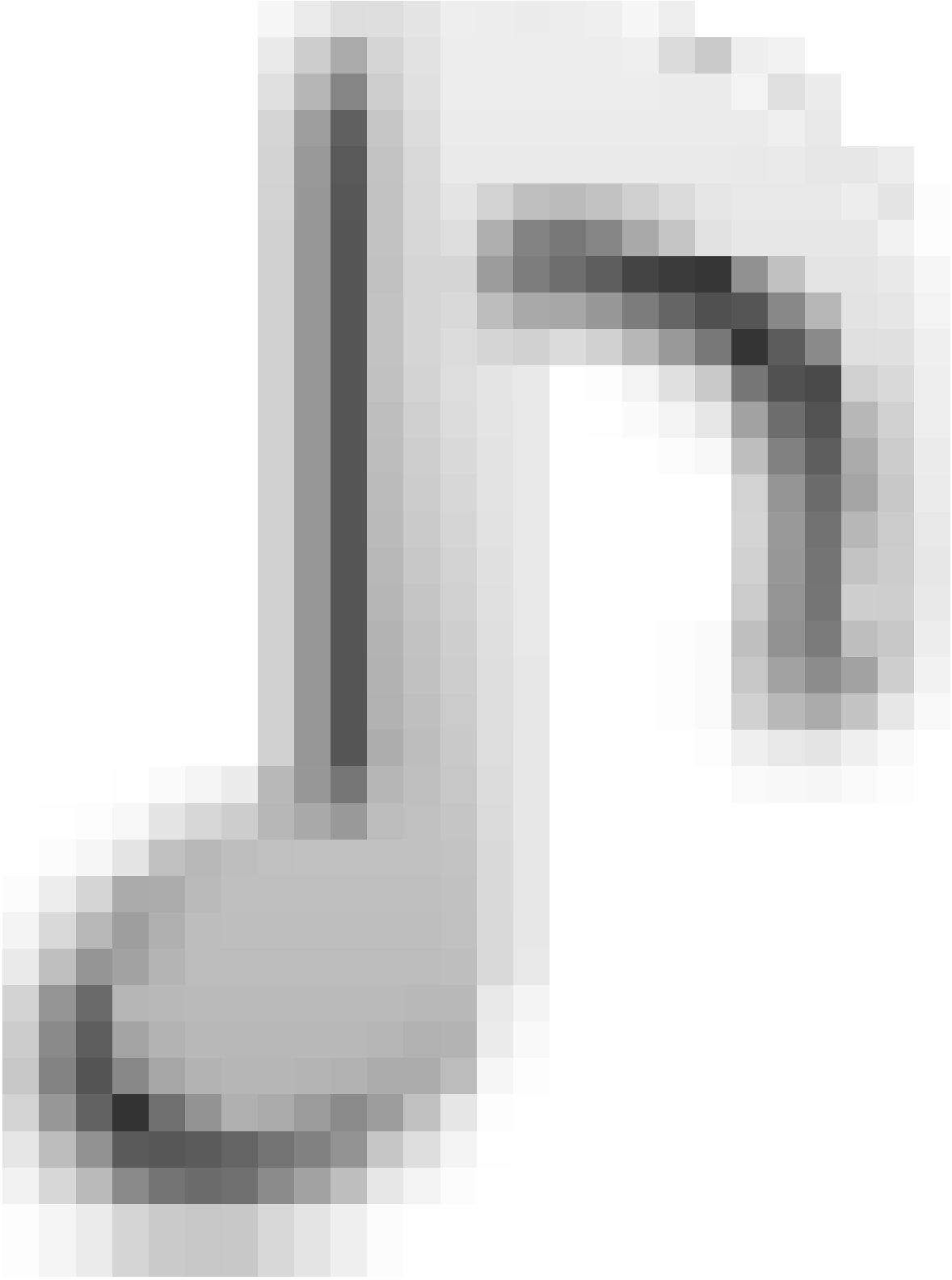
a. Select



/

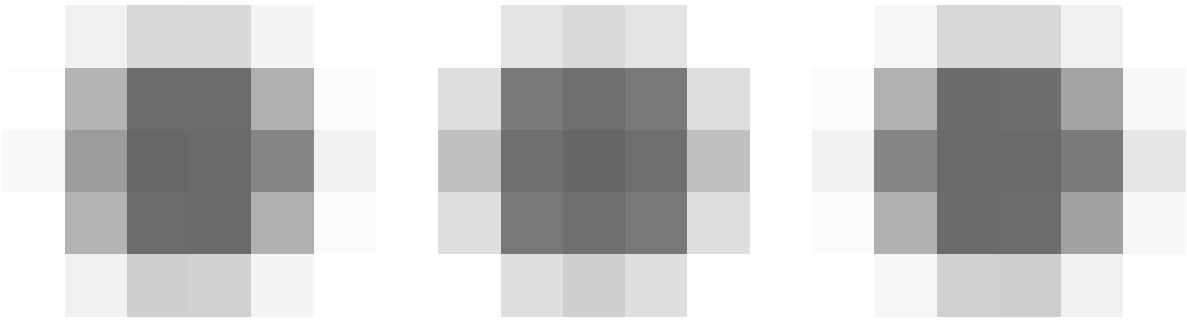
> **Settings**.

b. Select



after the desired group.

c. For T58W, tap



after the desired group, and then select **Ring**.

c. Select the desired ring tone.

d. *If **Auto** is selected, this group uses the ring tone according to the default priority.*

e. *If a specific ring tone is selected, this group uses the ring tone according to the priority: Contact ring tone>Group ring tone.*

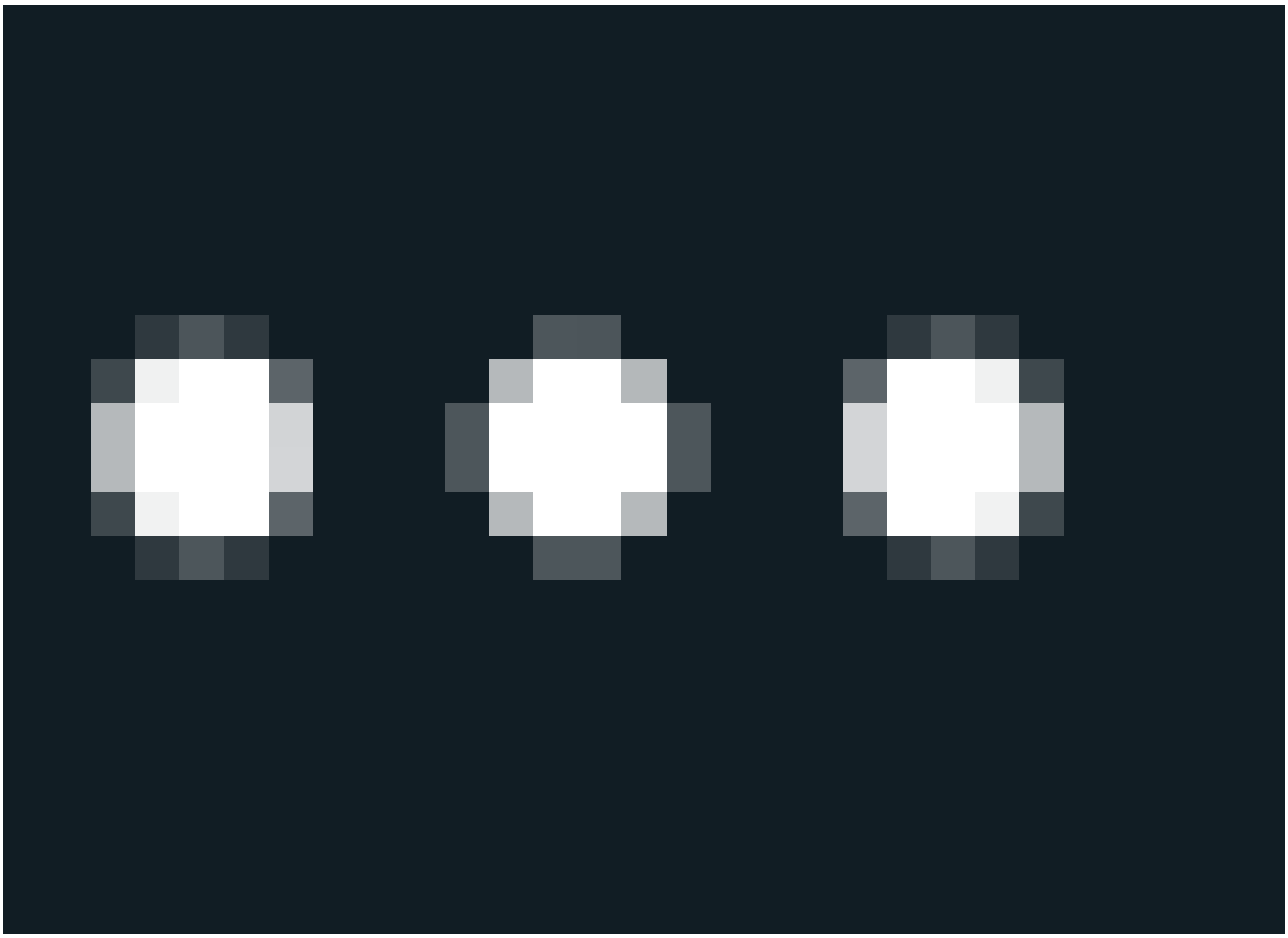
d. Select **OK**.

- For T88W (Pro)/T88V Pro phones:

  a. Select **Contacts** > **Local Directory**.

  b. Select the desired group.

  c. Select



> **Ring**.

d. Select the desired ring tone.

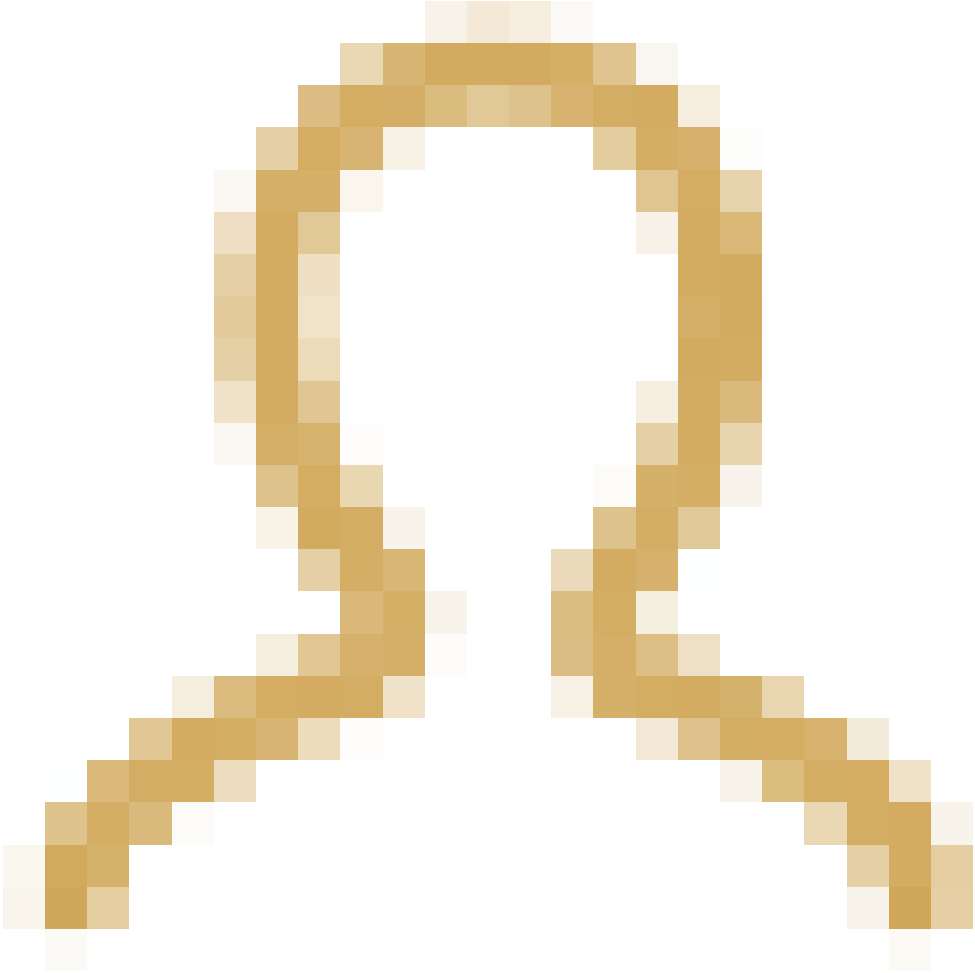
e. *If **Auto** is selected, this group uses the ring tone according to the default priority.*

f. *If a specific ring tone is selected, this group uses the ring tone according to the priority: Contact ring tone>Group ring tone.*

e. Select **OK**.

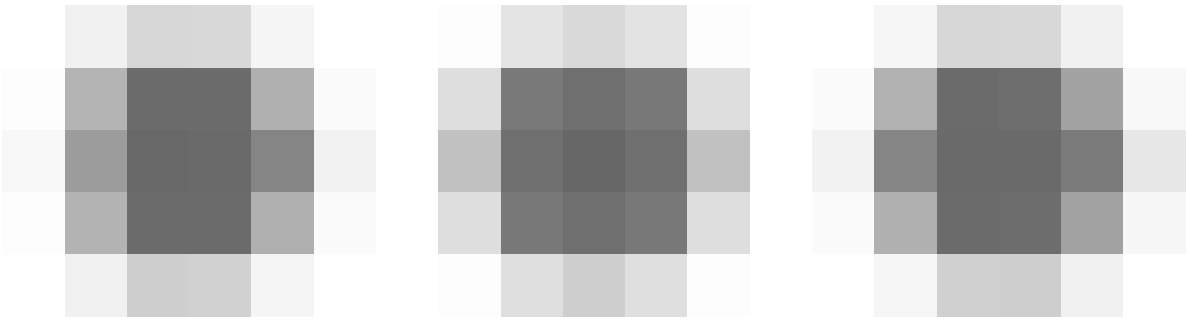
- For CP925/CP935W/CP965 phones:

  a. Select



.

b. Tap



after the desired group, and then select **Ring**.

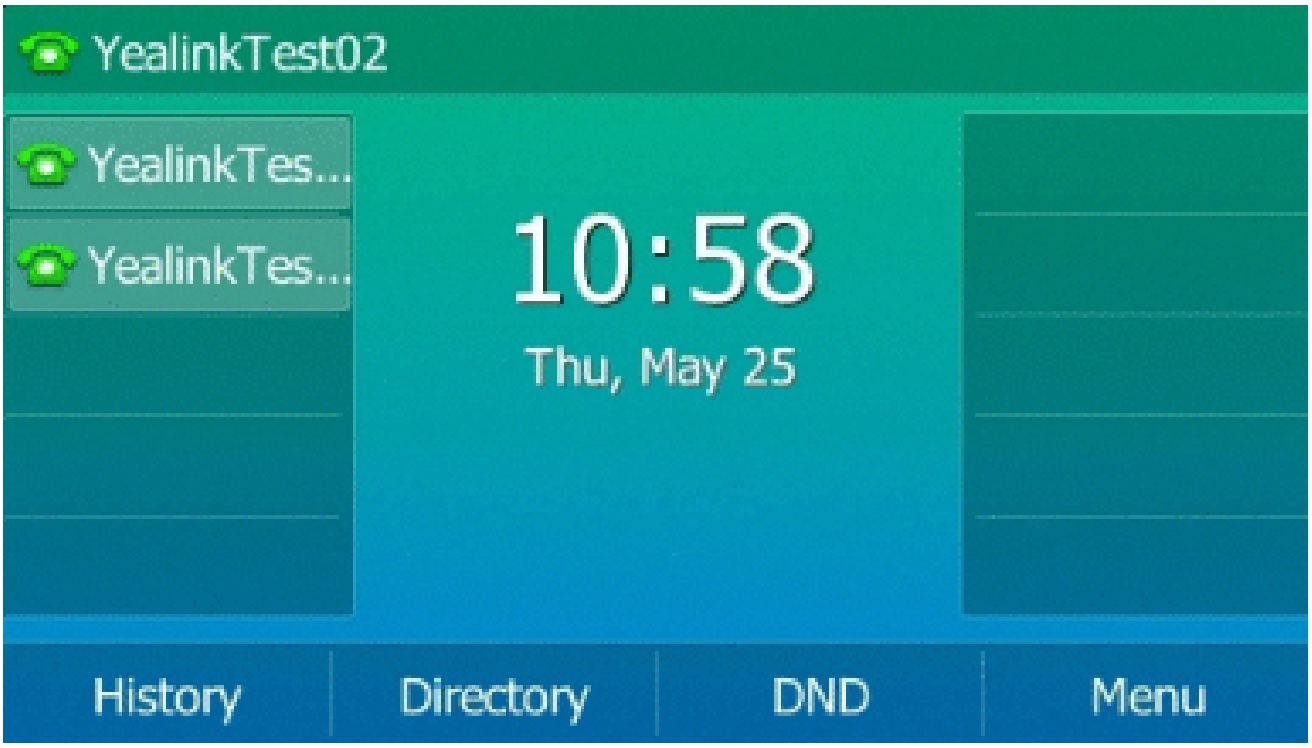
c. Select the desired ring tone.

d. *If **Auto** is selected, this group uses the ring tone according to the default priority.*

e. *If a specific ring tone is selected, this group uses the ring tone according to the priority: Contact ring tone>Group ring tone.*

d. Select **OK**.

The following takes T54W for example.



Set Ring Tone for a Contact

You can select a unique ring tone for various contacts in your Local Directory. This helps you quickly identify callers according to the ring tones.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Select **Directory** or go to **Menu** > **Directory** > **Local Directory**.
    - Select **Directory** or go to **Menu** > **Directory**.

  b. Select the desired contact group or **All Contacts**.

  c. Select the desired contact, and select **Option** > **Detail**.

  d. For T48U/T48S/T48G/T57W phones, tap

after the desired contact.

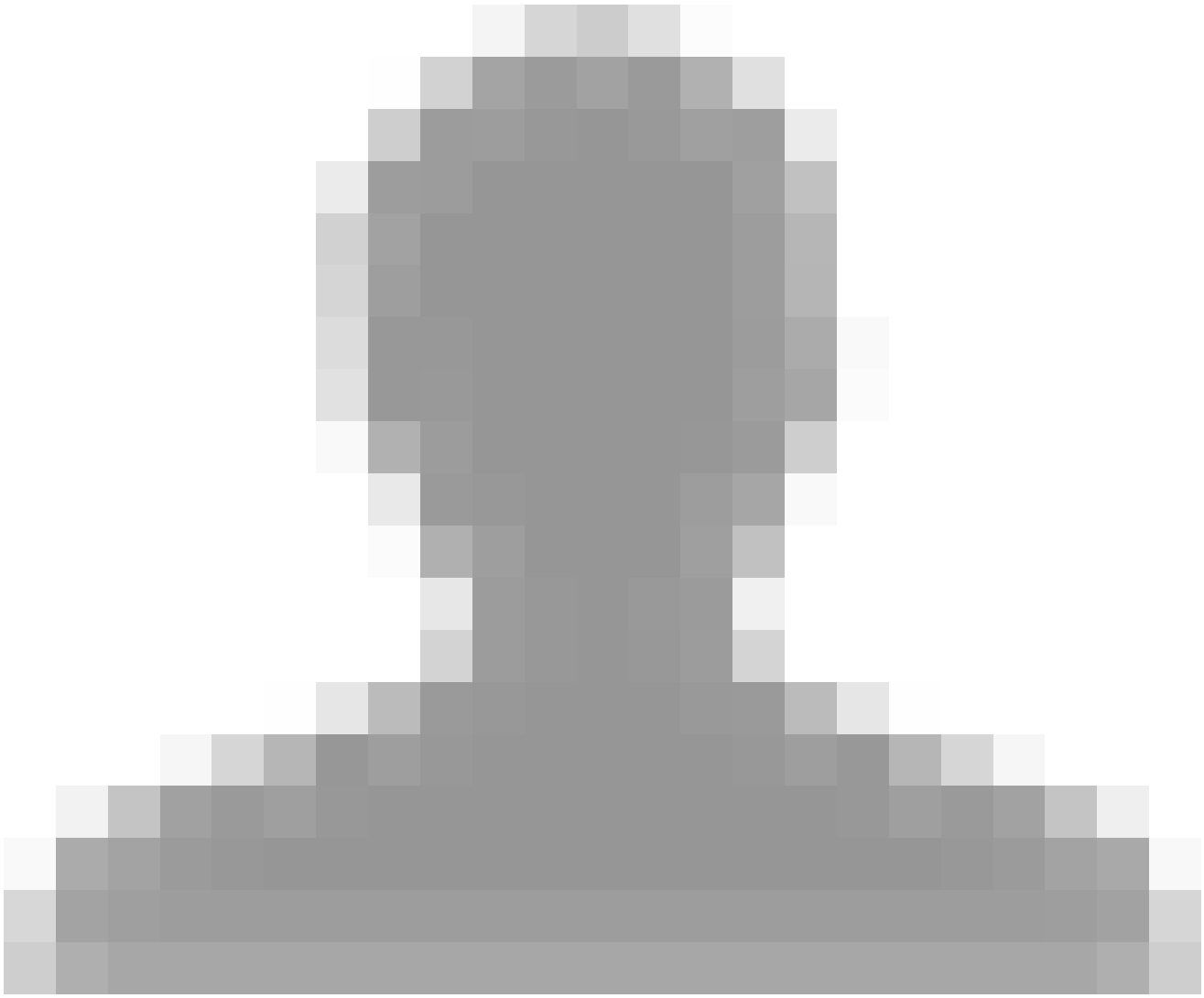
d. Select the desired ring tone from the **Ring** field.

e. *If **Auto** is selected, the contact uses the ring tone according to the default priority.*

e. Select **Save**.

- For VP59/T58A/T58W phones:

  a. Select



/

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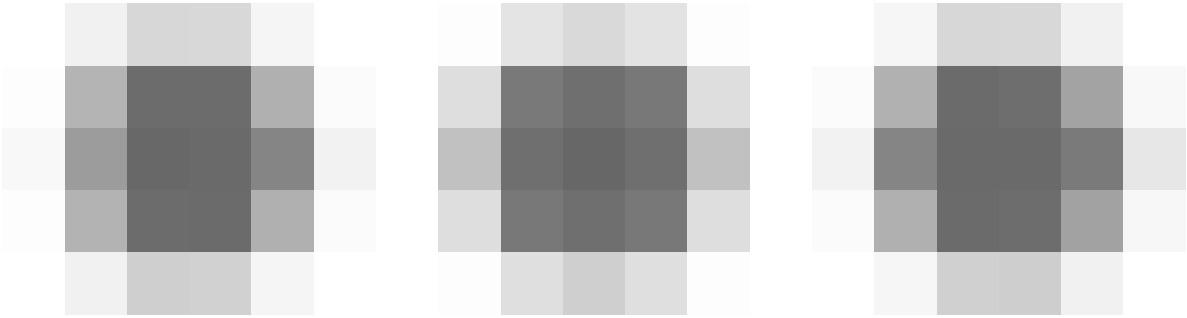
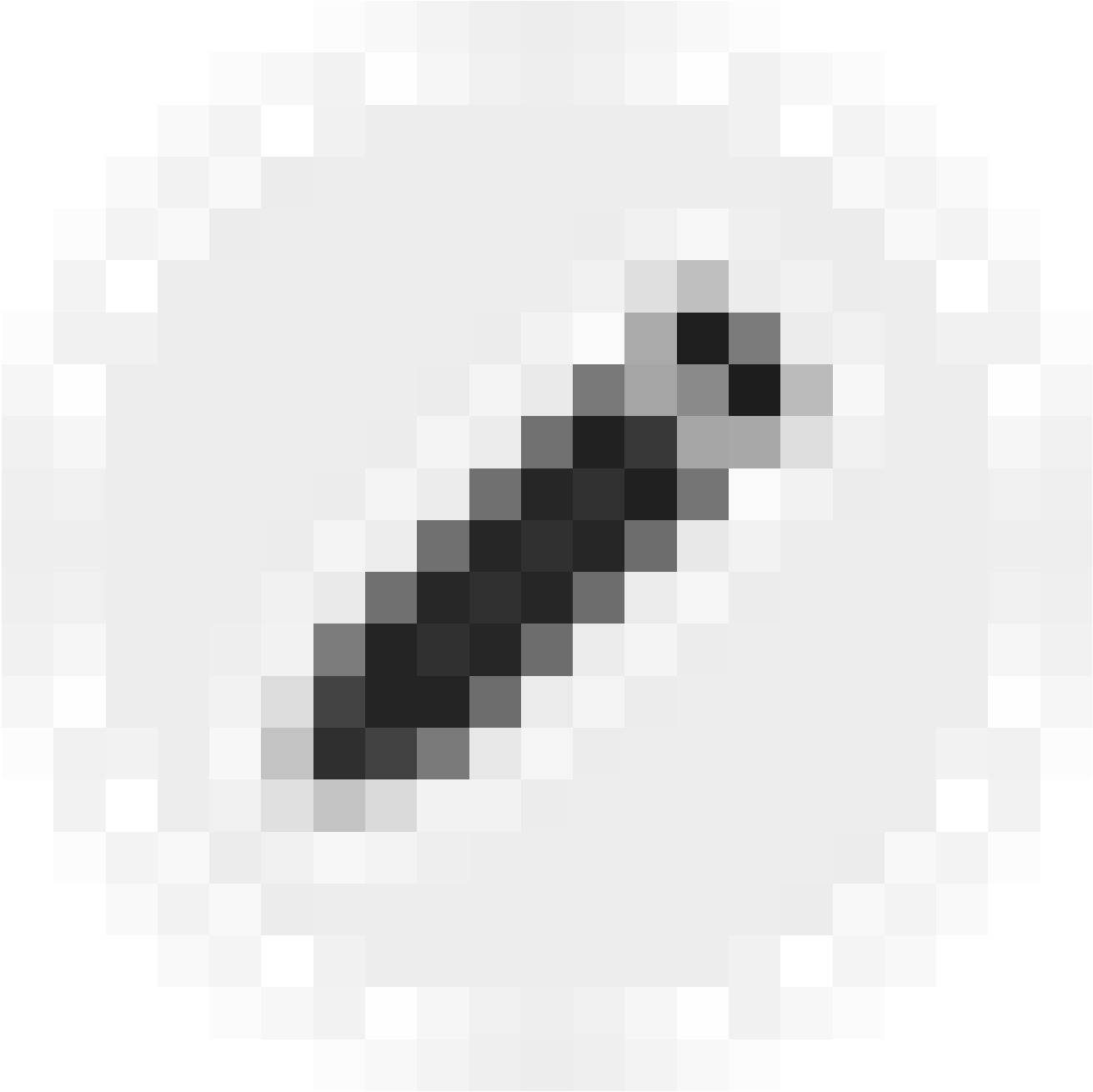
b. Select

after the desired contact.

c. For T58W, tap



after the desired group, and then select

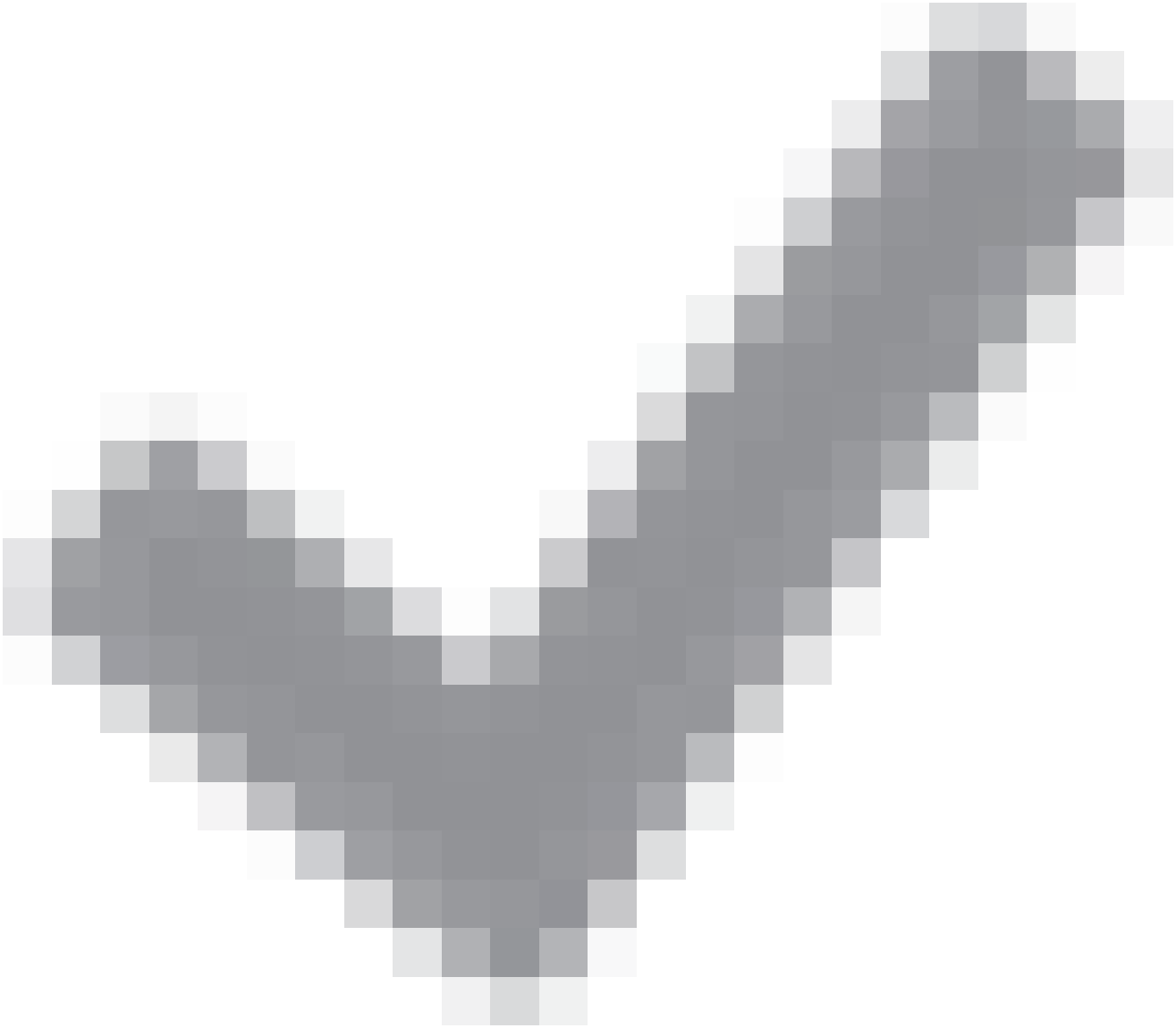


.

c. Select the desired ring tone from the **Ring** field.

d. *If **Auto** is selected, this group uses the ring tone according to the default priority.*

d. Select



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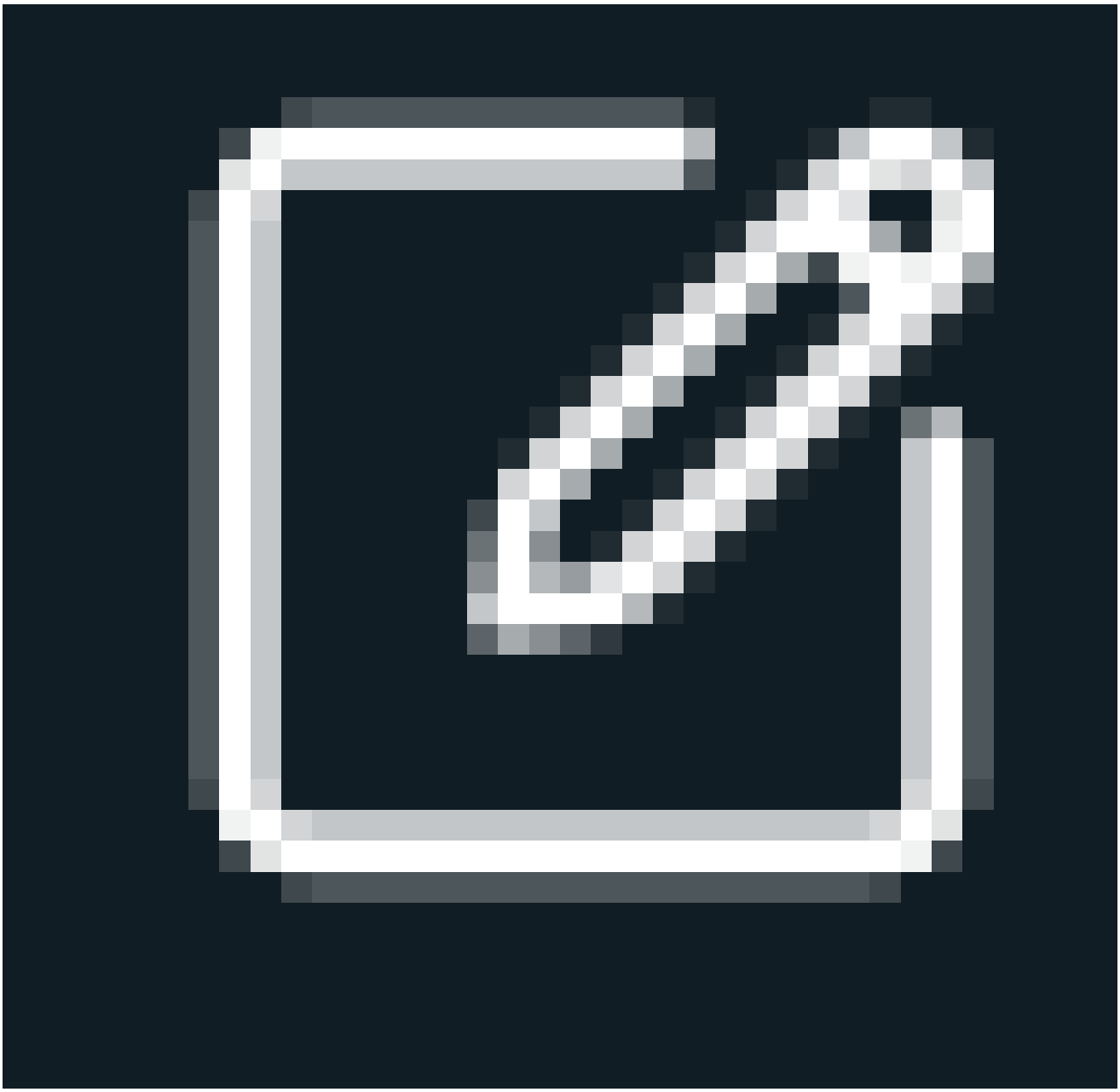
- For T88W (Pro)/T88V Pro phones:
  a. Select **Contacts** > **Local Directory**.
  b. Select the desired contact group or **Local Directory**.
  c. Select the desired contact, and select



> **Ring**.

d. Select the desired ring tone.

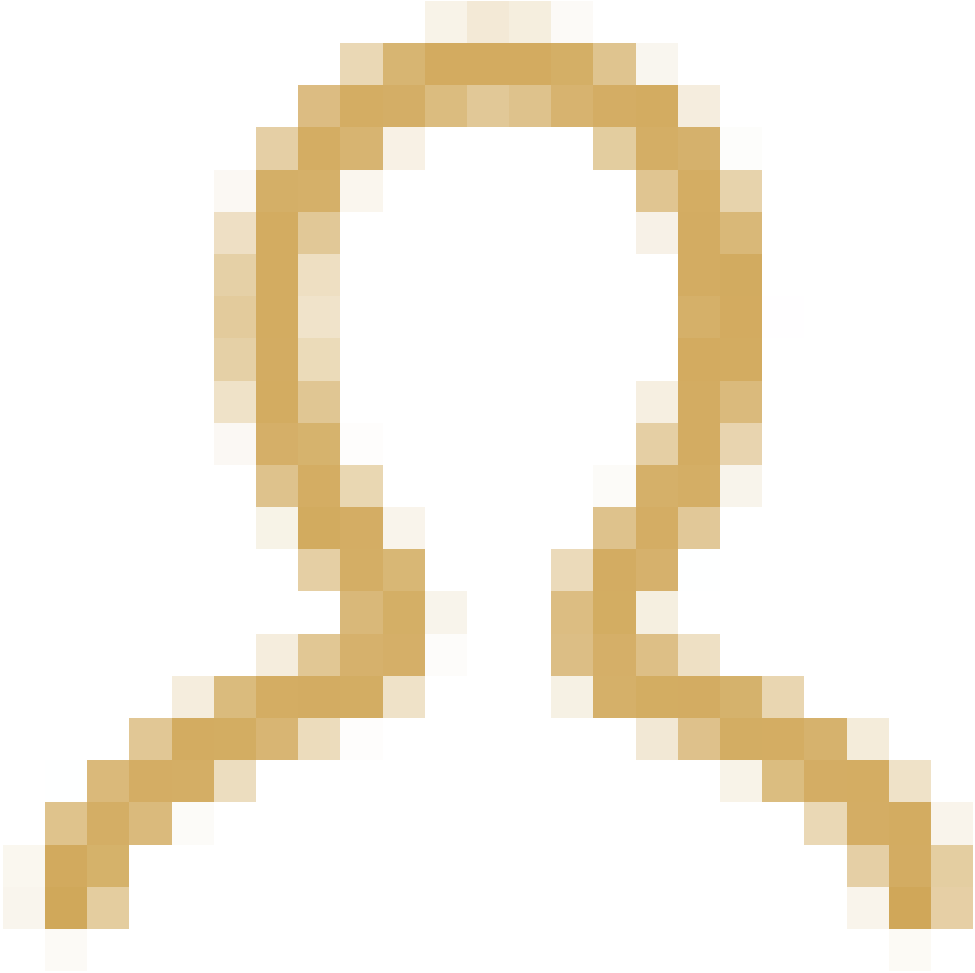
e. *If **Auto** is selected, this group uses the ring tone according to the default priority.*

f. *If a specific ring tone is selected, this group uses the ring tone according to the priority: Contact ring tone>Group ring tone.*

e. Select **OK**.

- For CP925/CP935W/CP965 phones:

  a. Select



.

b. Select **Local Directory** to select the desired contact group.

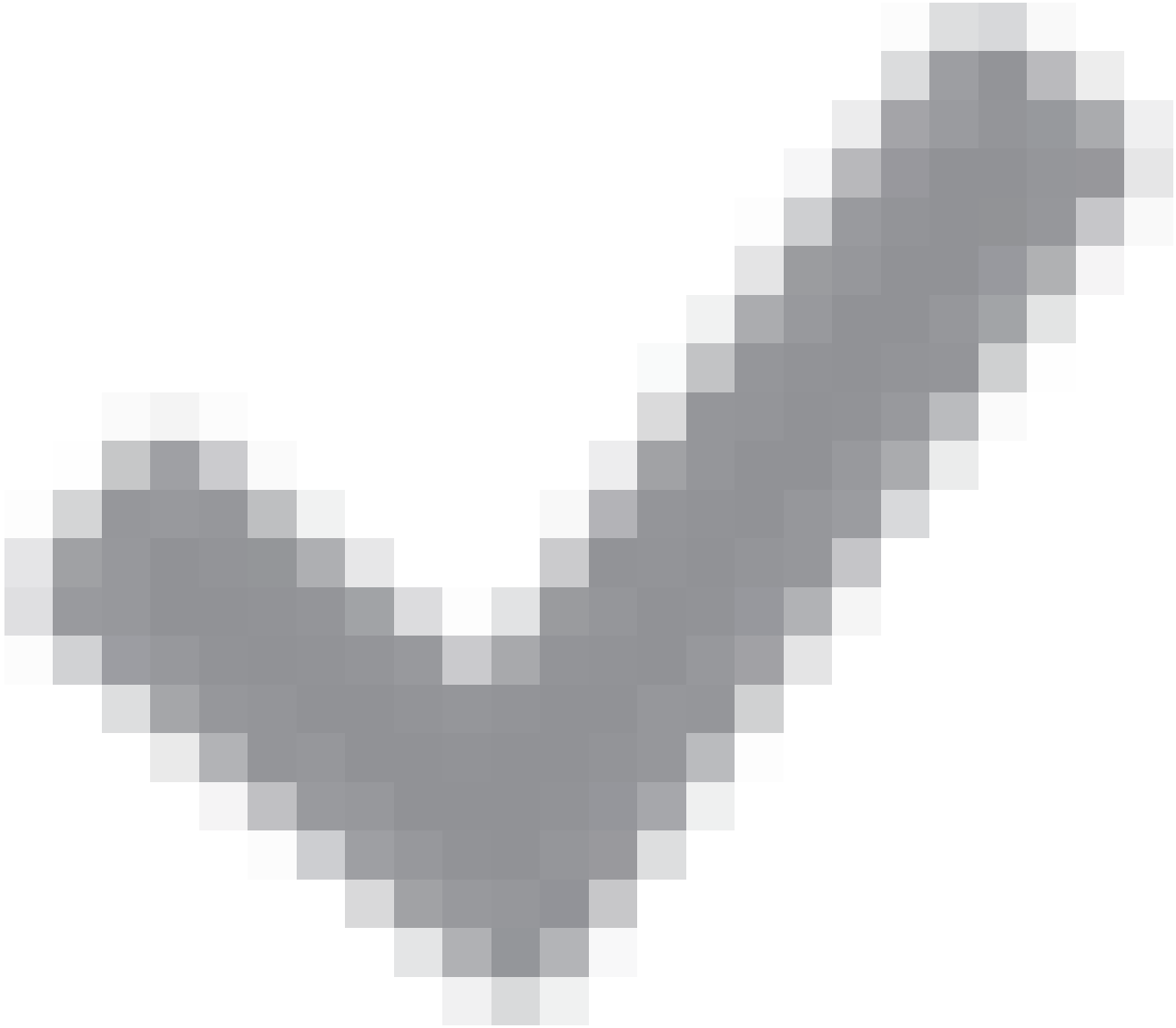
c. Tap the desired contact and select

.

d. Select the desired ring tone from the **Ring** field.

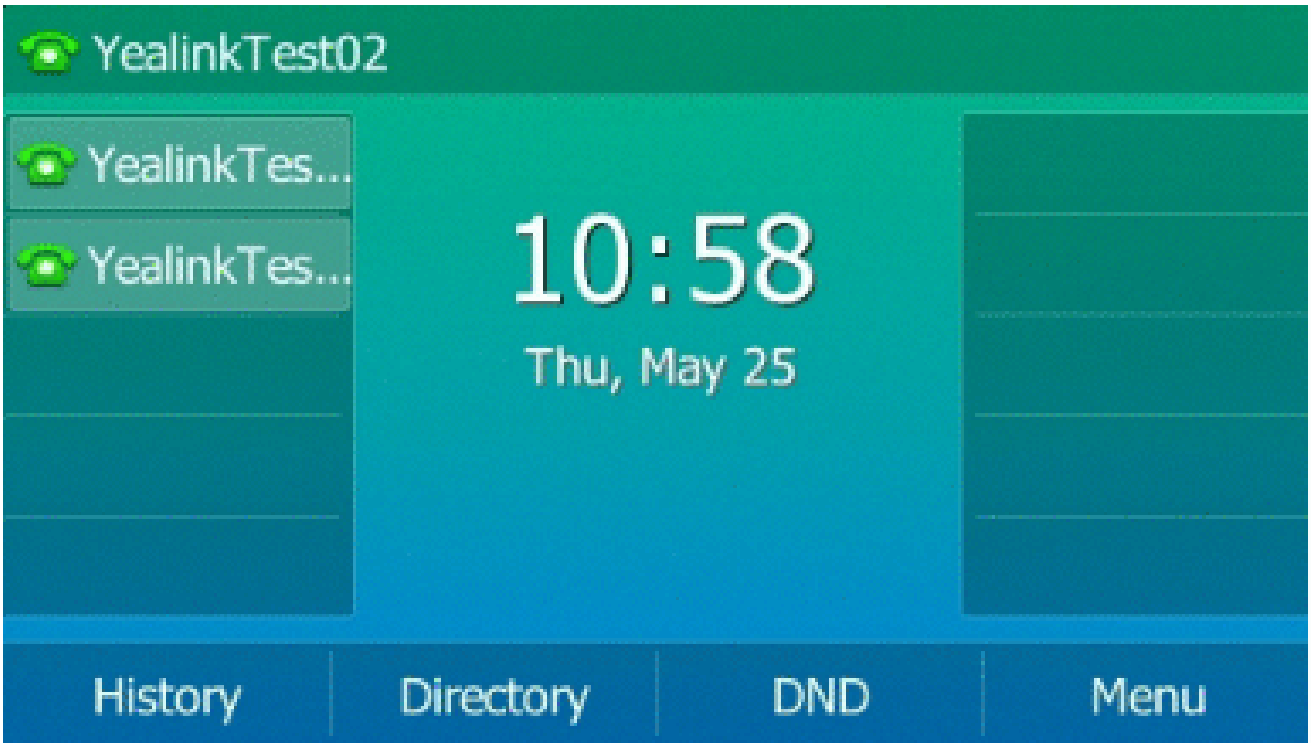
e. *If **Auto** is selected, this group uses the ring tone according to the default priority.*

e. Select



.

The following takes T54W for example.



FAQ

Ring back issue?

Disable Key Tone

If you disable the key tone, the phone will not produce a sound when pressing the keypad keys.

Procedure

Do one of the following:

- For T3X/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Sound** > **Key Tone**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Sound** > **Key Tone**.

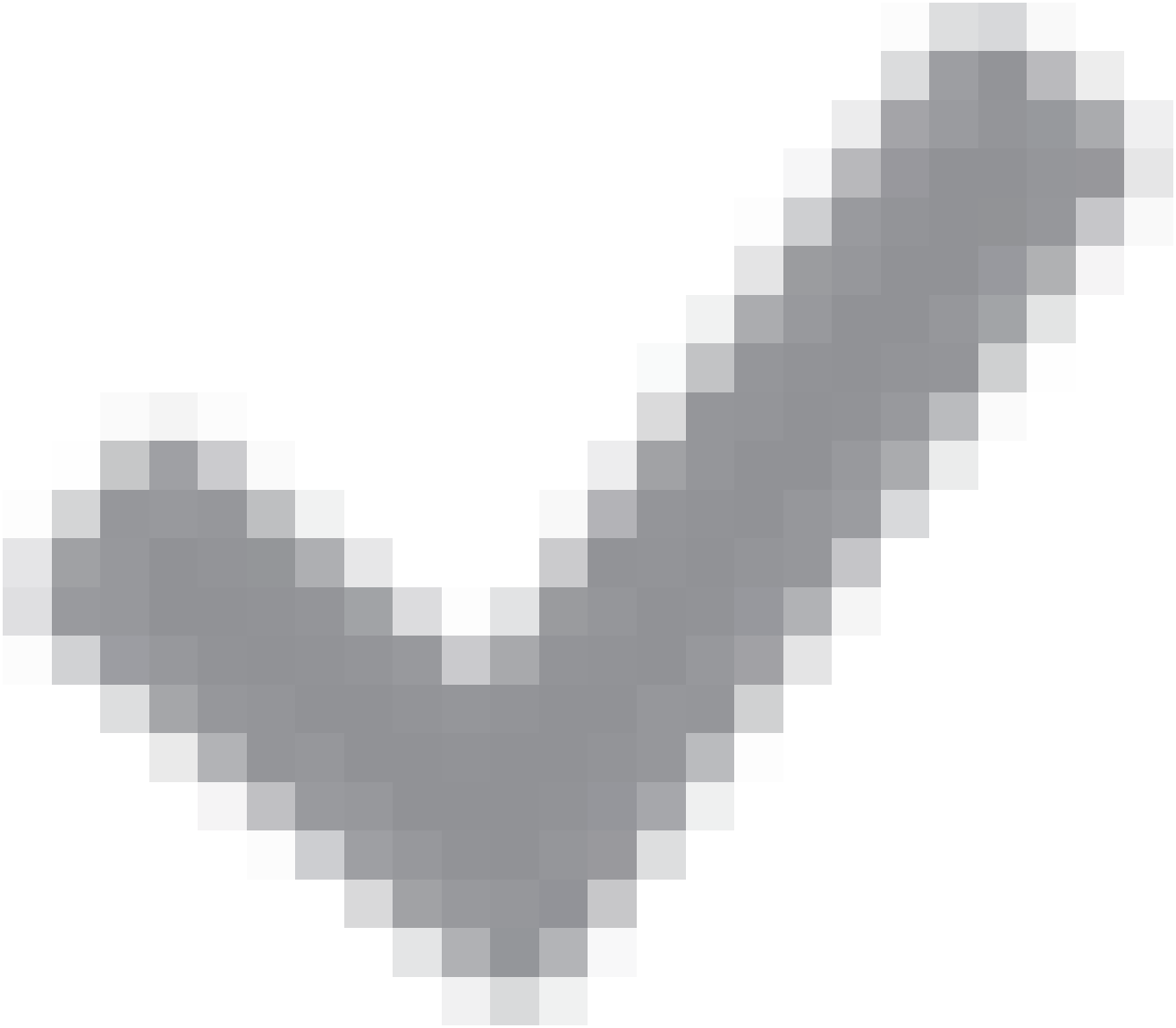
  b. Turn off **Key Tone**.

  c. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Basic Settings** > **Sound** > **Key Tone**.

  c. Turn off **Key Tone**.

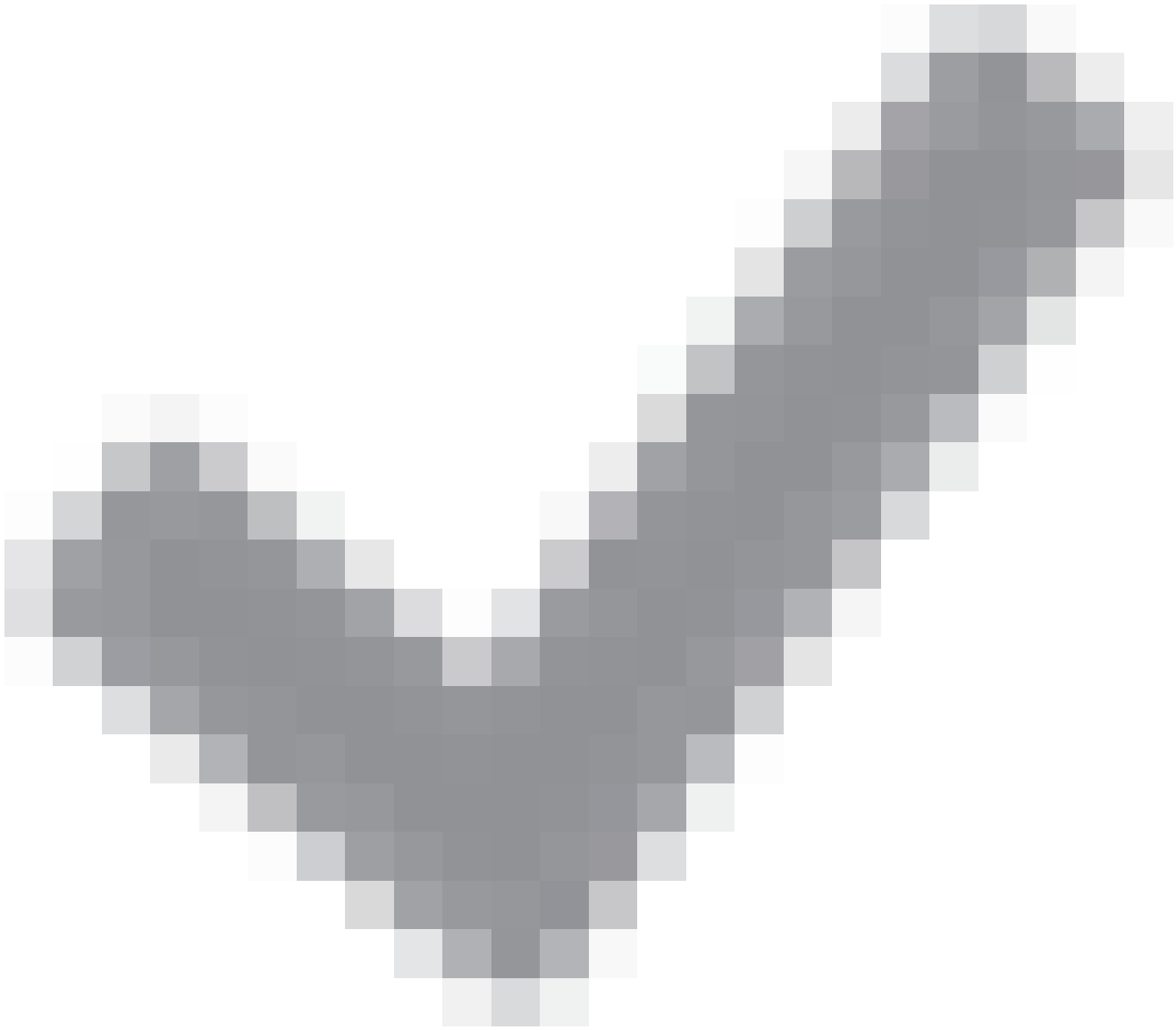
  d. Select



.

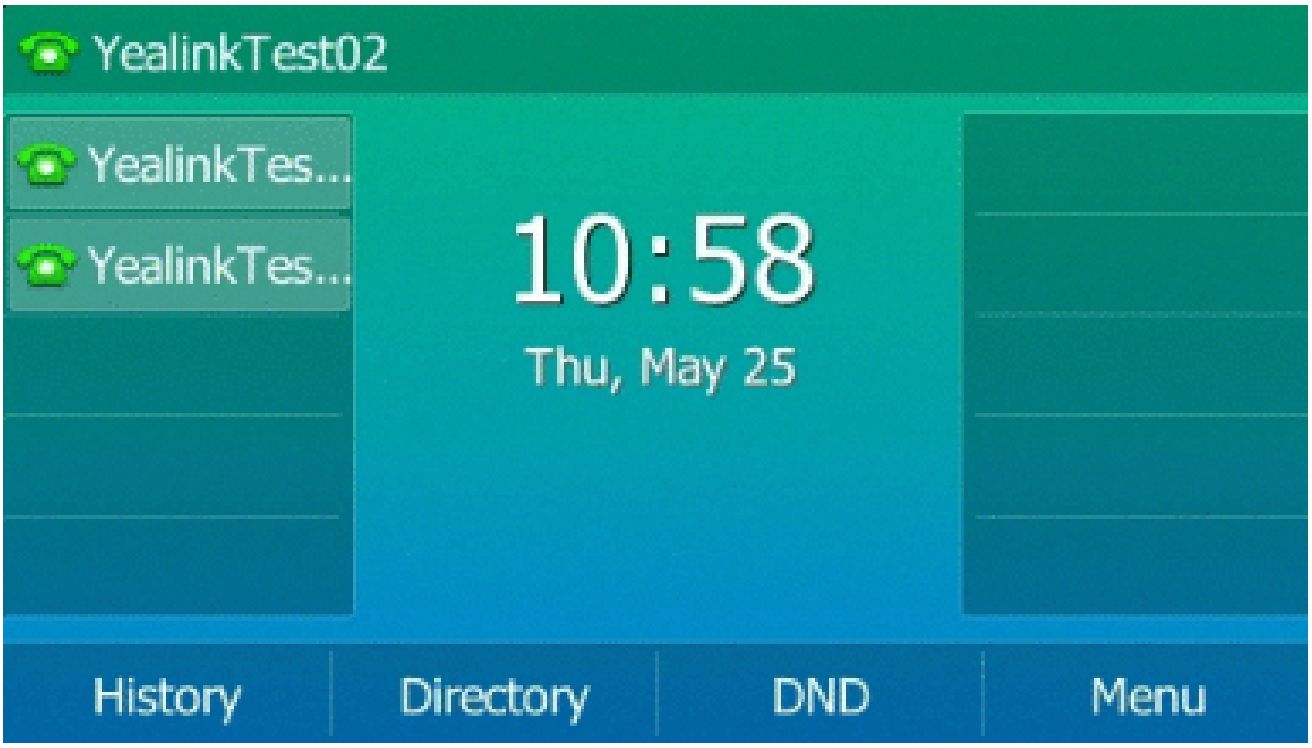
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Audio** > **Key Tone**.
  c. Turn off **Key Tone**.
- For CP925/CP935W/CP965 phones:
  a. Do one of the following:
    - Go to **More** > **Basic** > **Sound** > **Ring Tones** > **Key Tone**.
    - Go to **More** > **Settings** > **Basic Settings** > **Sound** > **Ring Tones** > **Key Tone**.
  b. Turn off **Key Tone**.

c. Select



.

The following takes T54W for example.


YealinkTest02
YealinkTes...
YealinkTes...
10:58
Thu, May 25
History
Directory
DND
Menu

Mute Ringtone

You can mute the ringtone of incoming calls on the idle screen.

Procedure

For T3X/T4X/T53X/T54W/T57W/T77U/T87W/T88W (Pro)/T88V Pro phones:

1. Press and hold the MUTE key

/

for 2 seconds on the idle screen.

2. Press and hold the MUTE key

/

again to unmute the ringtone.

Enable Touch Tone

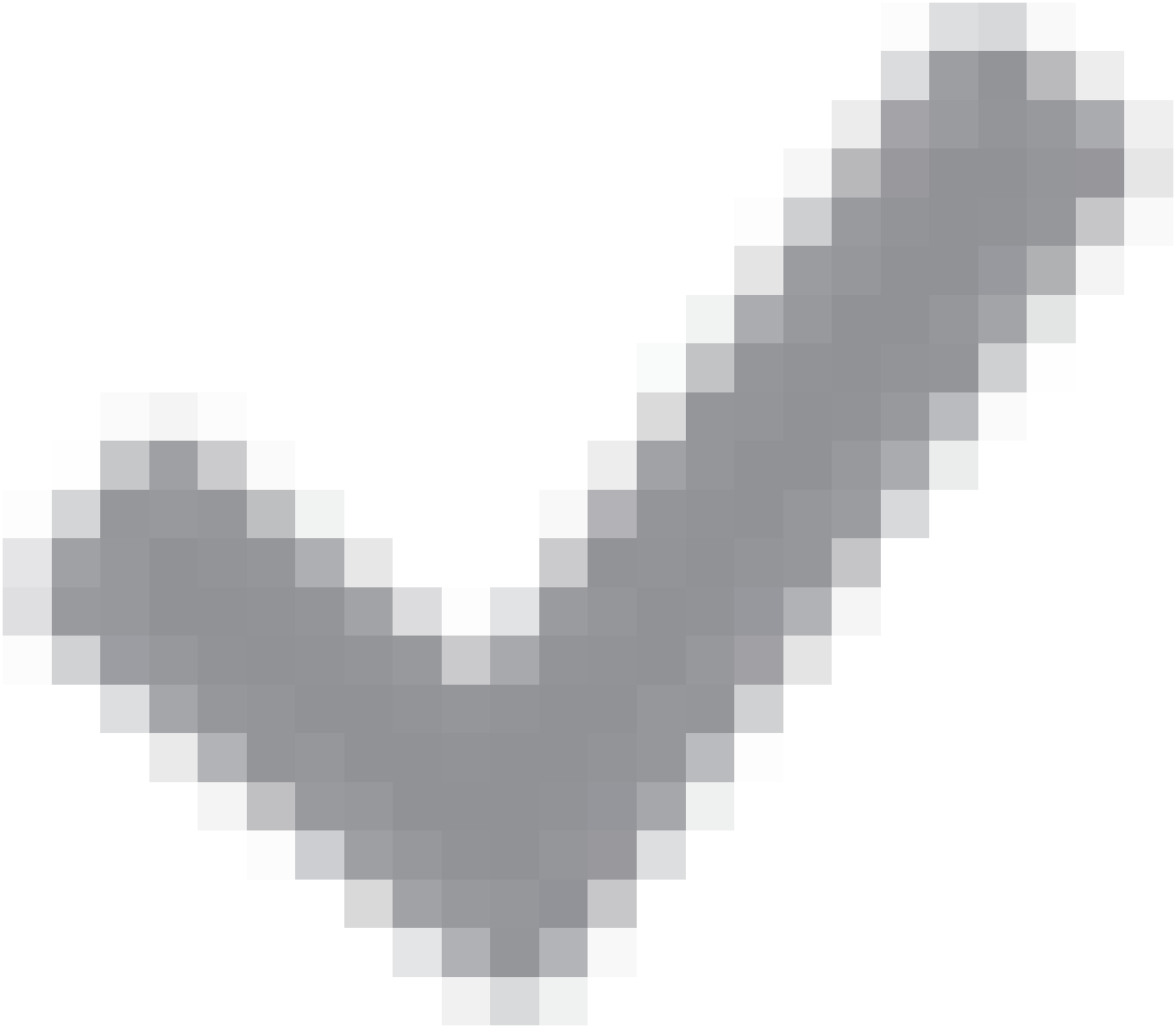
If you enable touch tone, the phone will produce a sound when you tap an option on the phone screen.

Do one of the following:

Procedure

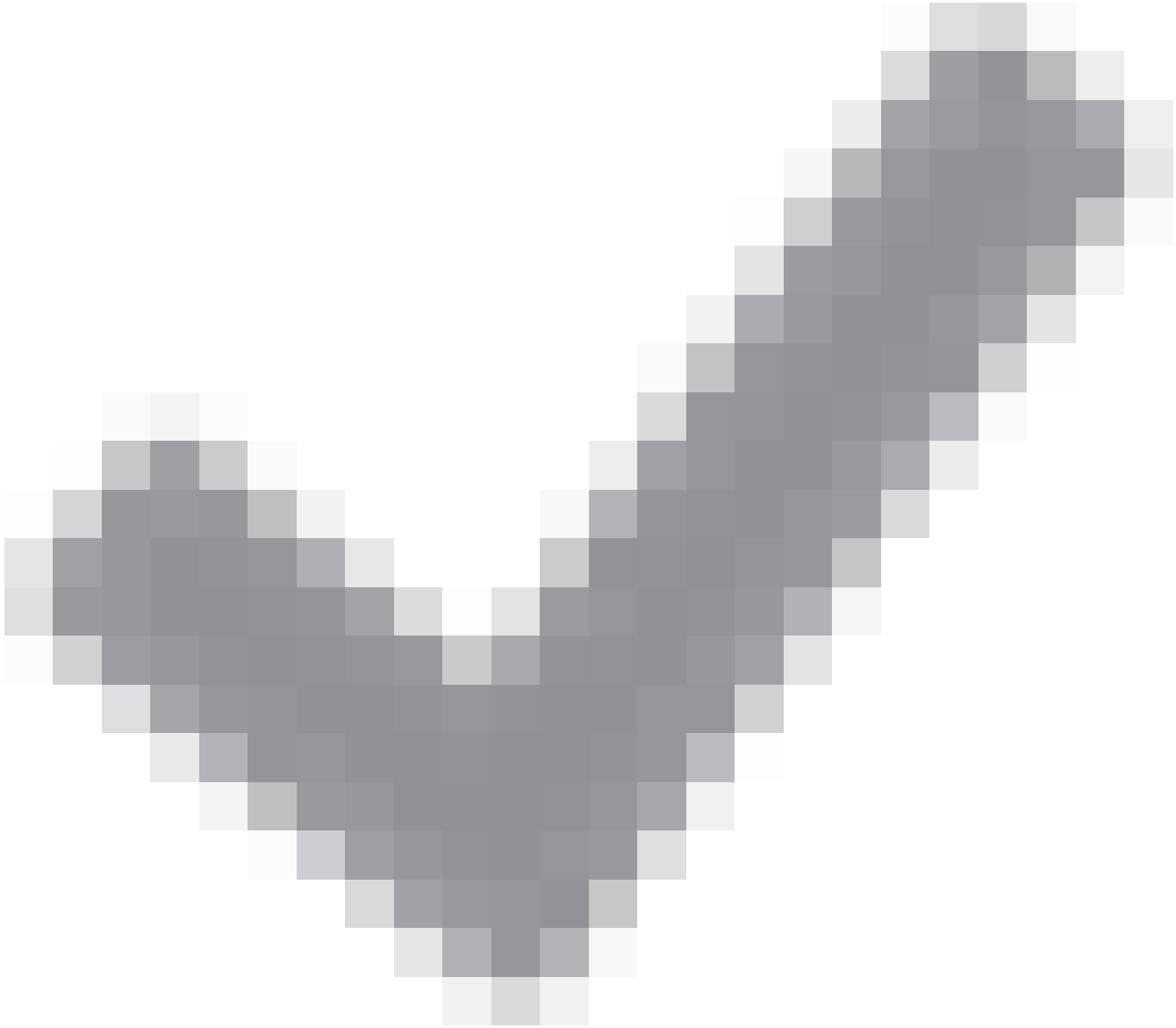
Do one of the following:

- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Sound** > **Touch Tone**.
  c. Turn off **Touch Tone**.
  d. Select



.

- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Audio** > **Touch Tone**.
  c. Turn off **Touch Tone**.
- For CP925/CP935W/CP965 phones:
  a. Go to **More** > **Basic** > **Sound** > **Touch Tone** or go to **More** > **Settings** > **Basic Settings** > **Sound** > **Touch Tone**.
  b. Turn off **Touch Tone**.
  c. Select



.

The following takes T58W for example.

240185
10 50
Thu Jun 01
Menu
PU-rmvd
PU-rmvd
240185
YealinkTest02
Mobile Account

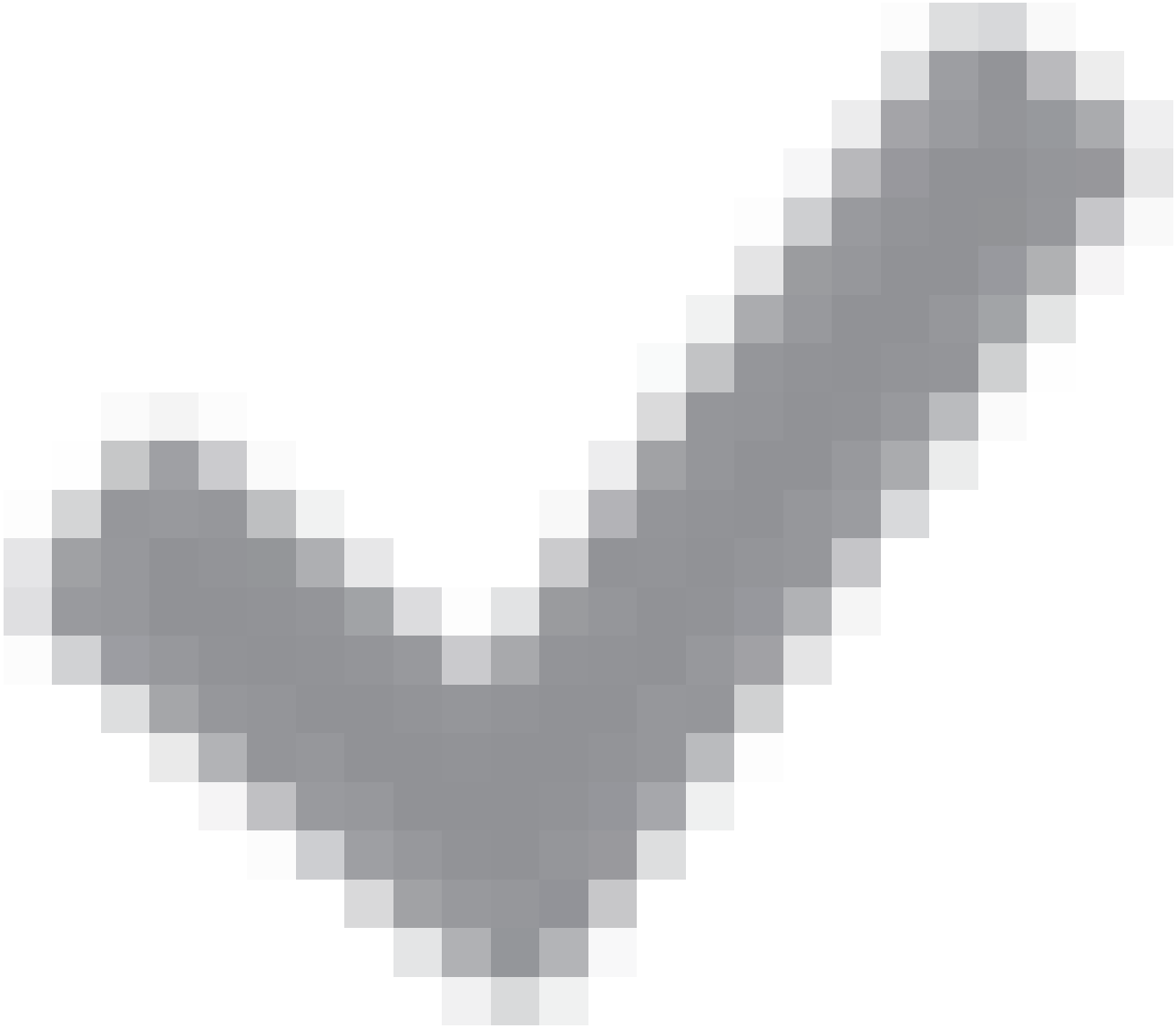
Configure Notification Sound

The phone will produce a notification sound when receiving a notification (for example, an incoming email notification).

Procedure

For VP59/T58A/T58W phones:

1. Swipe left or right to go to the second idle screen.
2. Go to **Settings** > **Basic Settings** > **Sound**.
3. Tap the desired notification sound from the **Notification Sound** field.
4. Select



.

For T88W (Pro)/T88V Pro phones:

1. Swipe left or right to go to the second idle screen.
2. Go to **Settings** > **Audio**.
3. Tap the desired notification sound from the **Notification Sound** field.

The following takes T58W for example.

240185
10 50
Thu Jun 01
Menu
PU-rmvd
PU-rmvd
240185
YealinkTest02
Mobile Account

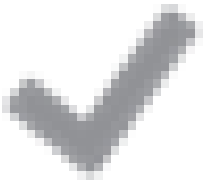
Enable Silent Mode

If you turn on the silent mode, your phone won't produce a ring tone/key tone/touch sound/ notification sound from the phone's speaker.

Procedure

Do one of the following:

- Swipe left or right to go to the second idle screen, go to **Settings** > **Basic Settings** > **Sound**.
- Turn on **Silent Mode** and then select

  .
- Press the Volume key

  to adjust the ringer volume to the minimum.
- Swipe down from the top of the screen and toggle **Silent** on.

The following takes T58W for example.

You may have no permission to turn on the silent mode. Contact your system administrator for more information.

Activate Bluetooth Mode

You should activate the Bluetooth mode first when you need to connect the Bluetooth device to your phone.

On T53/T53C phones, you need to use the Bluetooth USB dongle to activate the Bluetooth mode. When you insert the dongle into the USB port on the back of the phone, you can directly activate Bluetooth according to the phone screen prompt.

Procedure

Do one of the following:

- For T4X phones:
  a. Insert the Bluetooth USB dongle into the USB port on the back of the phone.
  b. *The phone prompts you to scan the Bluetooth devices right now.*
  b. Select **OK**.
  c. Do one of the following:
    - For T46U/T43U/T42U/T46S/T46G/T42S/T41S phones, select **On** from the **Bluetooth** field.
    - For T46U/T43U/T42U/T46S/T46G/T42S/T41S phones, select **Save**.
    - *The phone scans the available Bluetooth devices automatically.*
- For T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Bluetooth**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth**.
  b. Select **On** from the **Bluetooth** field.
  c. Select **Save**.
  d. *The phone scans the available Bluetooth devices automatically.*
- For VP59/T58A/T58W phones:
  a. Do one of the following:
    - Swipe down from the top of the screen.
    - Swipe left or right to go to the second idle screen, go to **Settings** > **Basic Settings** > **Bluetooth**.
  b. Turn on **Bluetooth**.
  c. *The phone automatically scans the available Bluetooth devices in your area.*
  d. *The Bluetooth icon appears in the status bar.*

- For T88W (Pro)/T88V Pro phones:

  a. Do one of the following:

  - Swipe down from the top of the screen.
  - Swipe left or right to go to the second idle screen, and go to **Settings** > **Bluetooth**.

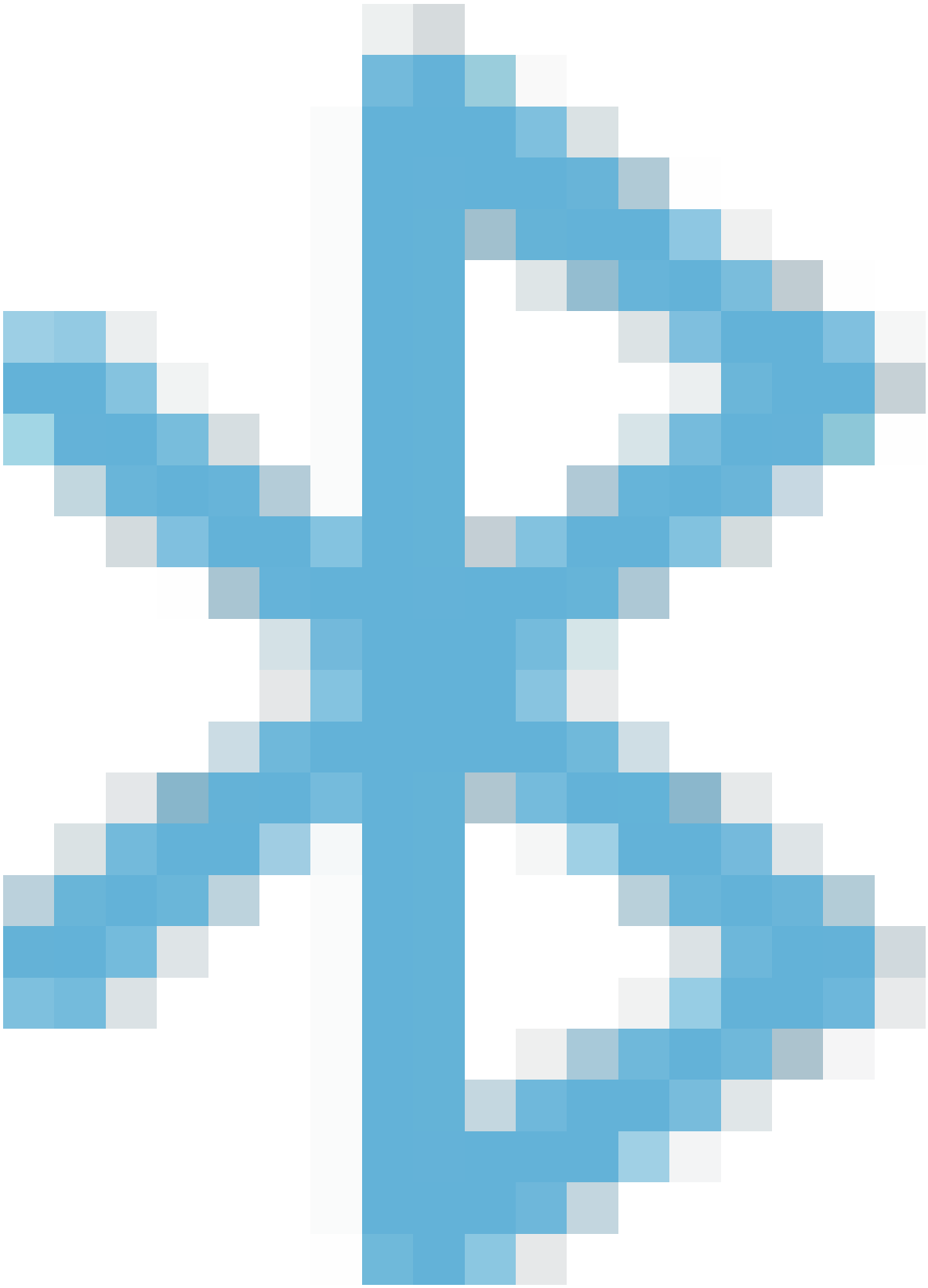
  b. Turn on **Bluetooth**.

  c. *The phone automatically scans the available Bluetooth devices in your area.*

  d. *The Bluetooth icon appears in the status bar.*

- For CP925/CP935W phones:

  a. Tap



.

b. Turn on **Bluetooth**.

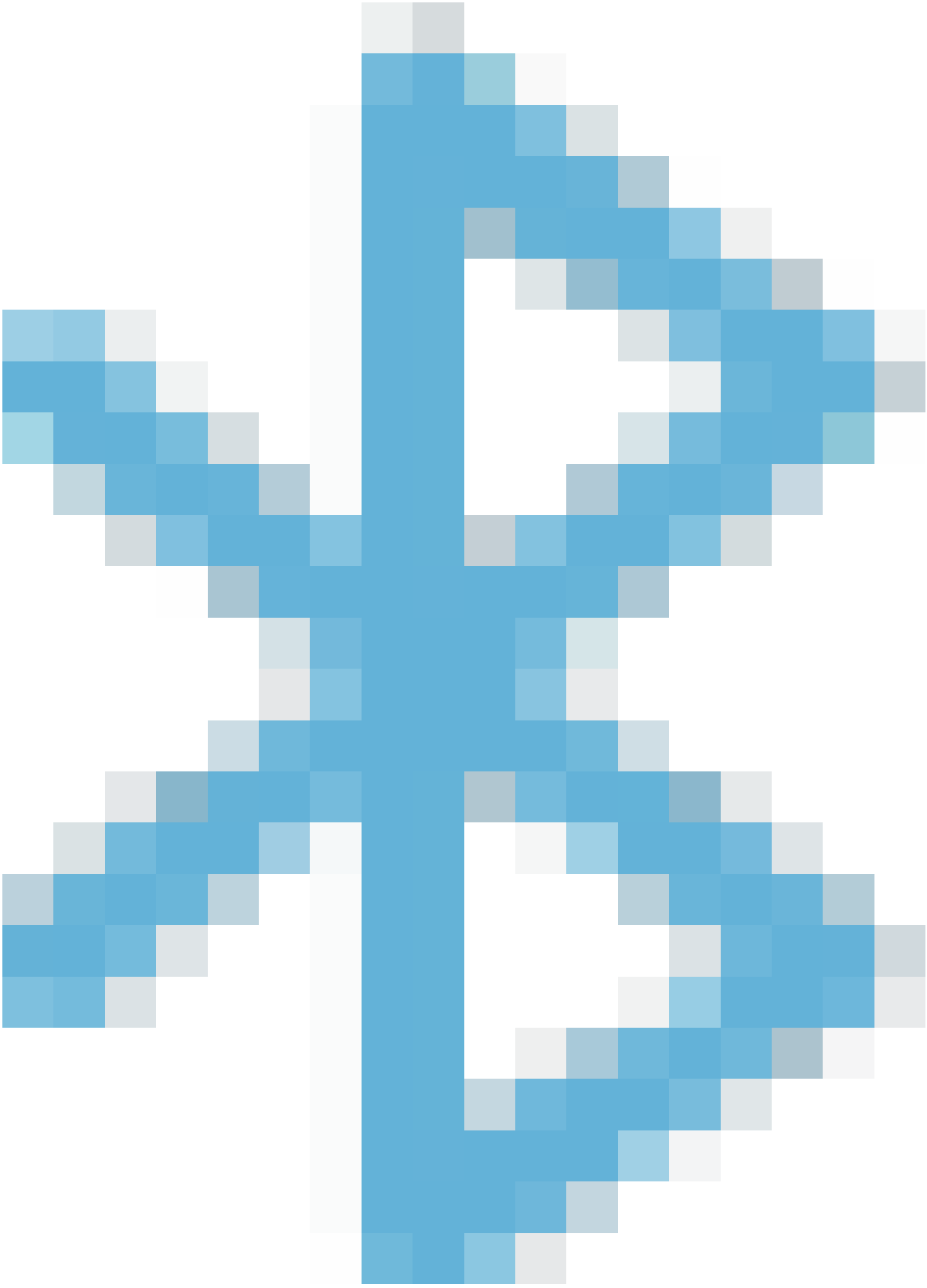
c. *The phone scans the available Bluetooth devices automatically.*

- For CP965 phones:

  a. Do one of the following:

  - Swipe down from the top of the screen.

- Select



.

- Go to **More** > **Settings** > **Basic Settings** > **Bluetooth**.

b. Turn on **Bluetooth**.

c. *The phone automatically scans the available Bluetooth devices in your area.*

d. *The Bluetooth icon appears in the status bar.*

Pair & Connect Bluetooth Headset

When you need the Bluetooth headset to handle calls, you should pair and connect it to your phone in advance.

Before You Begin

Make sure that the Bluetooth headset is discoverable.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Bluetooth**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth**.

  b. For T46U/T43U/T42U/T46S/T46G/T42S/T41S/T54W/T53W/T53/T53C phones, select **Scan** to search the Bluetooth devices.

  c. *The phone proceeds to scan the local Bluetooth devices, and the phone screen displays the available Bluetooth devices.*

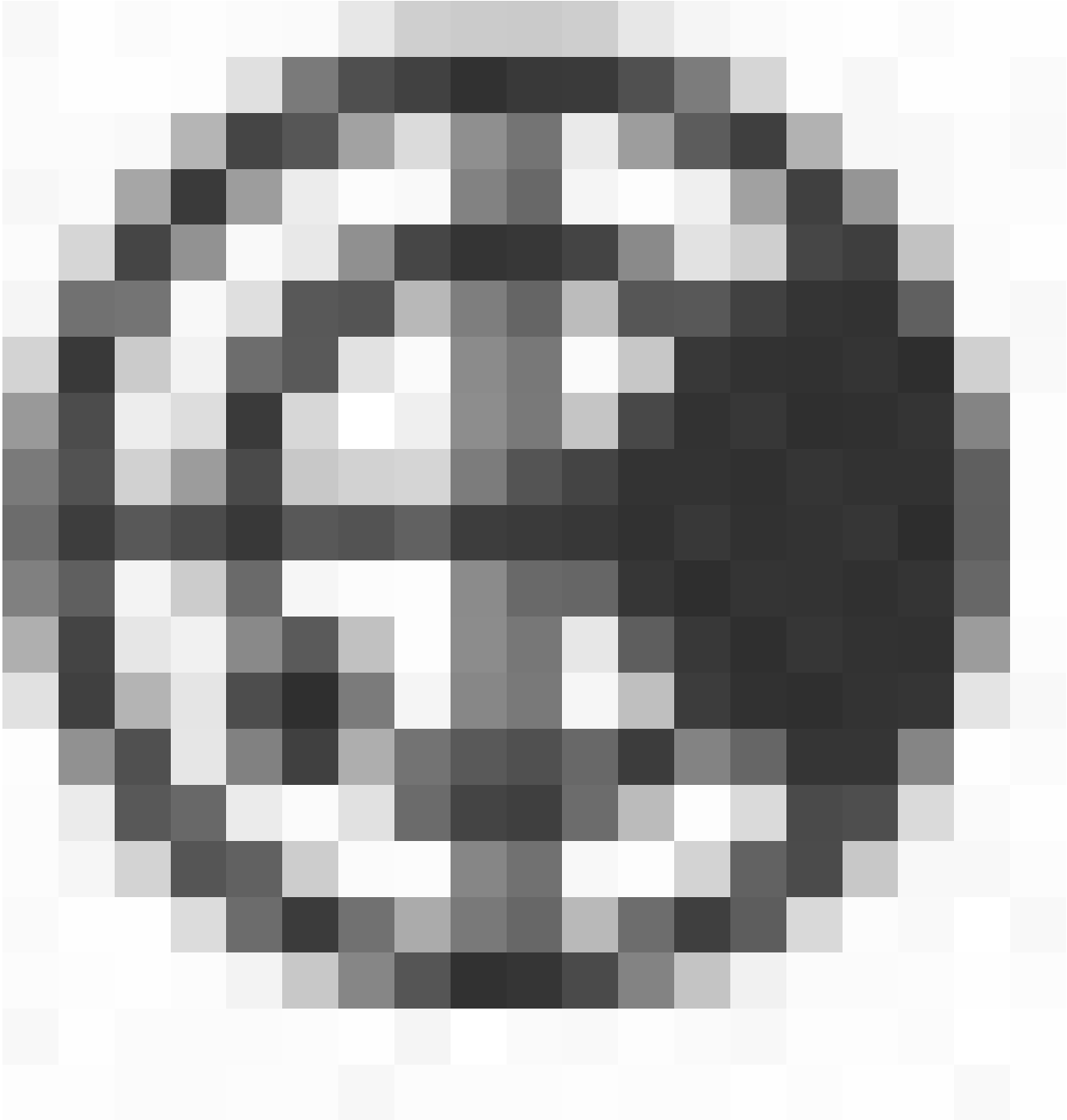
  c. Find your Bluetooth headset, and select **Connect**.

  d. For T48U/T48S/T48G/T57W phones, tap your Bluetooth headset.

  e. *The Bluetooth icon appears on the phone screen.*
- For VP59/T58A/T58W phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Basic Settings** > **Bluetooth**.

  c. Tap

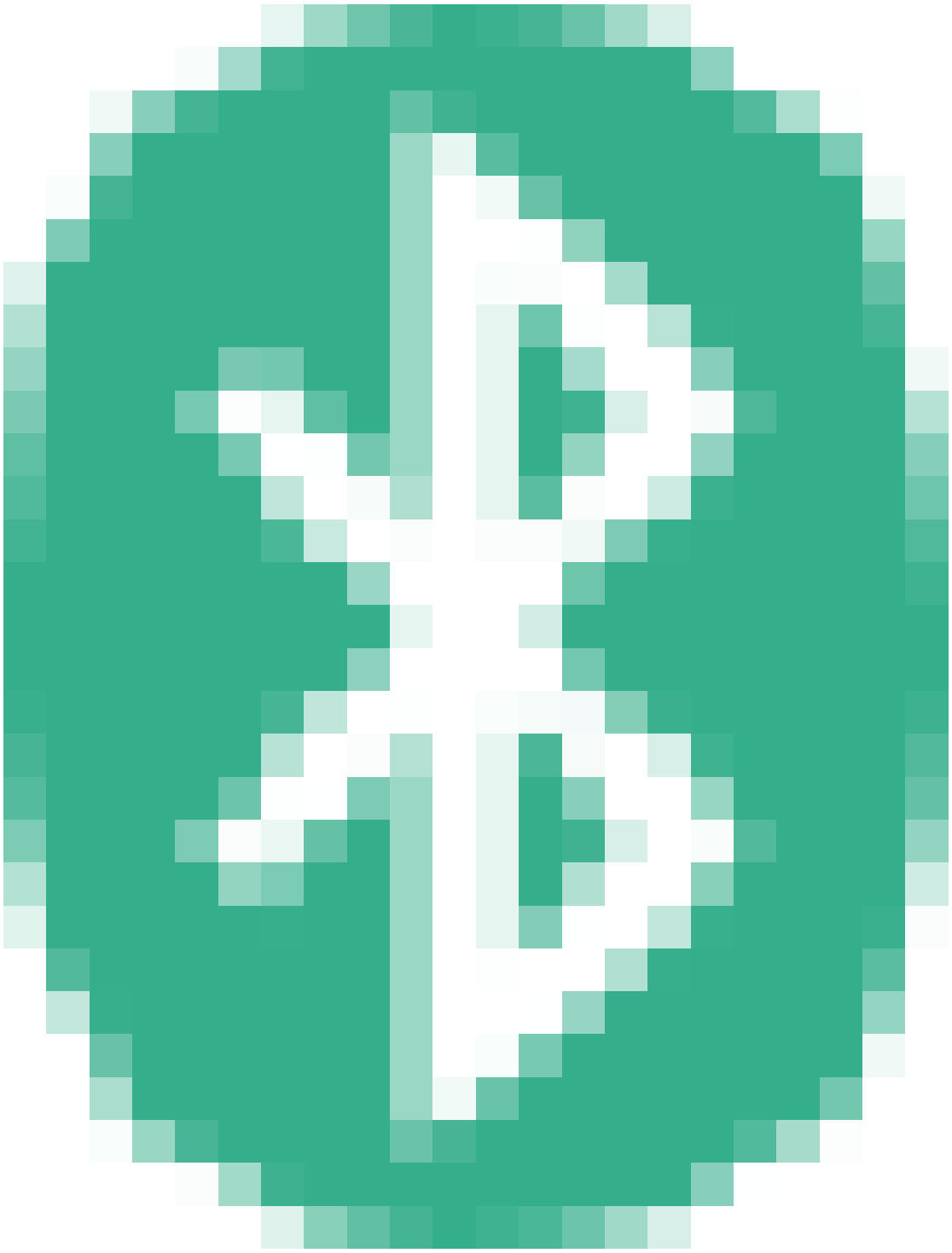


.

d. Tap the desired Bluetooth headset to connect to your phone.

e. *The connection will be completed successfully with a prompt that appears under the Bluetooth headset name.*

f. *The Bluetooth icon*



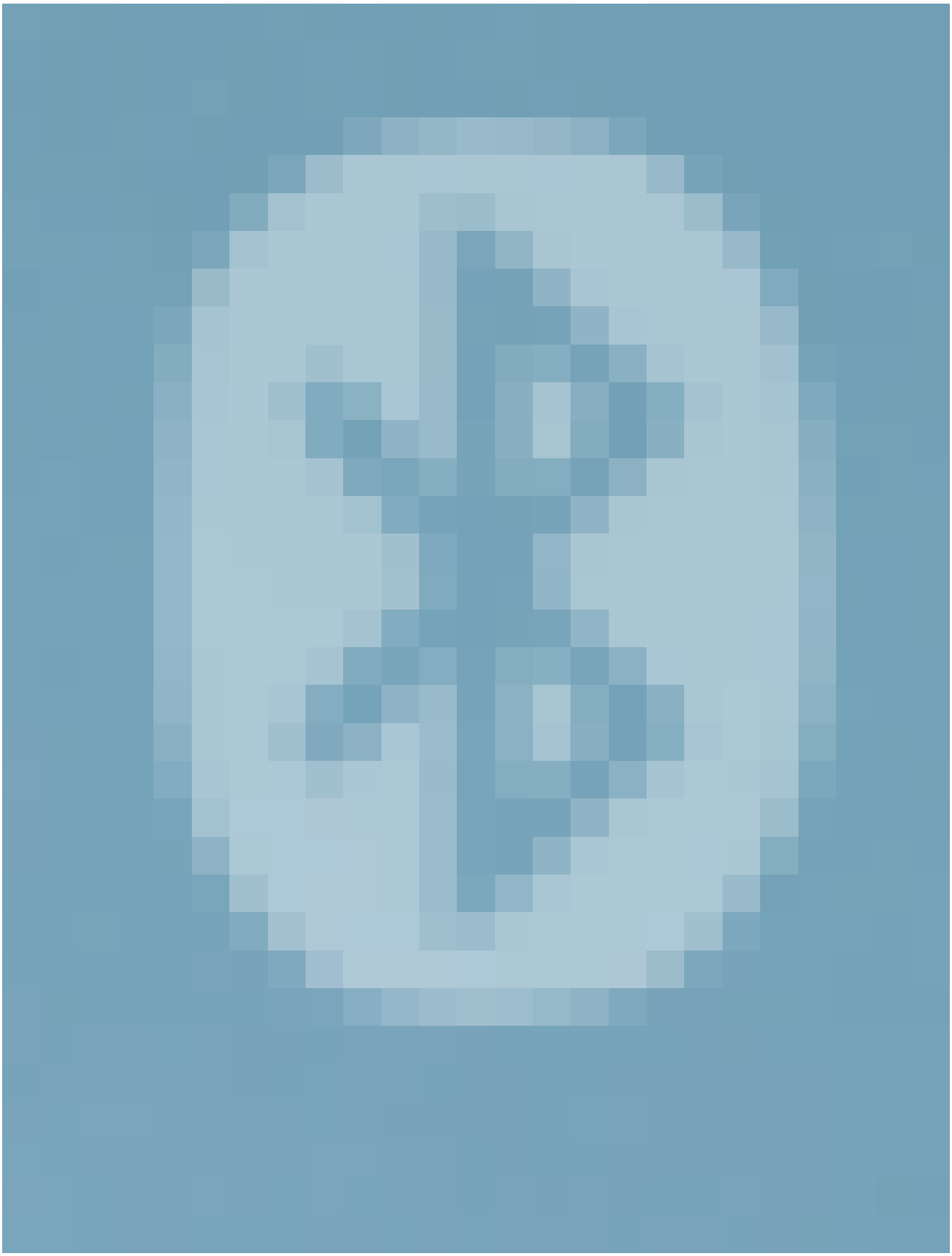
appears in the status bar.

- For T88W (Pro)/T88V Pro phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Bluetooth**.
  c. Turn on **Open Detection**.

d. Tap the desired Bluetooth headset to connect to your phone.

e. *The connection will be completed successfully with a prompt that appears under the Bluetooth headset name.*

f. *The Bluetooth icon*

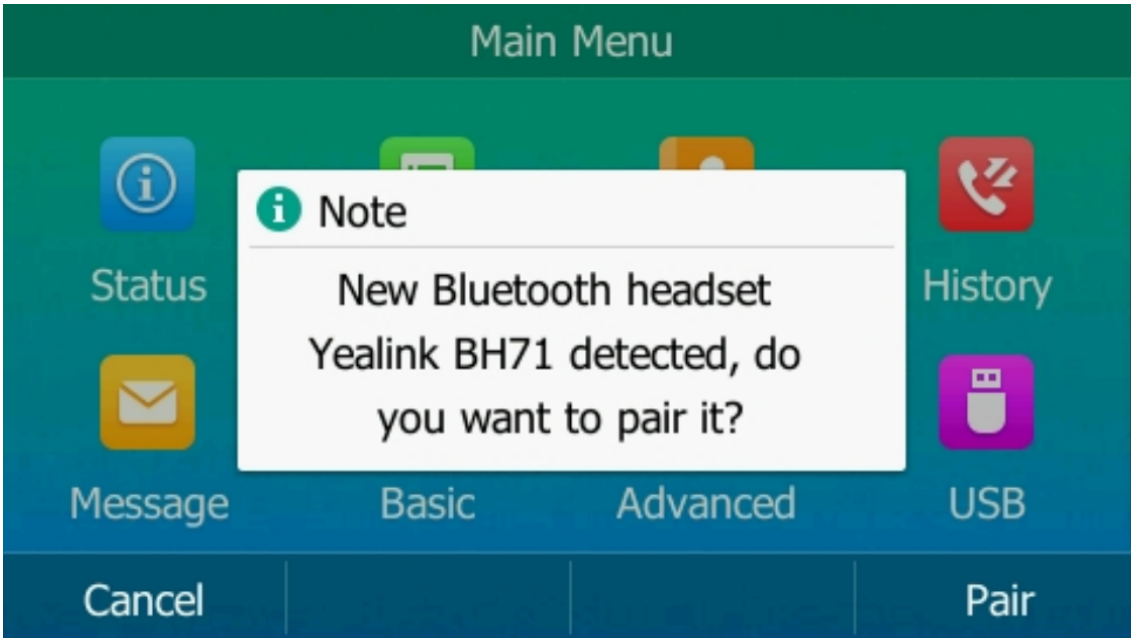


appears in the status bar.

Fast Pairing

When the **BH71/BH72/BH76** Bluetooth headset enters pairing mode and is within 1 meter of the **T53W/T54W/T57W** phones, a dialog box will automatically appear on the phone to prompt for connection.

- Make sure that the Bluetooth on the phone is enabled.
- Enter BH71/BH72/BH76 pairing mode on the Bluetooth headset.
- When the phone is in power-saving mode, the phone will not pop up a window to automatically connect to the Bluetooth headset.



Pair & Connect Bluetooth-enabled Mobile Phone

After pairing and connecting the Bluetooth-enabled mobile phone, you can use the sync feature.

Before You Begin

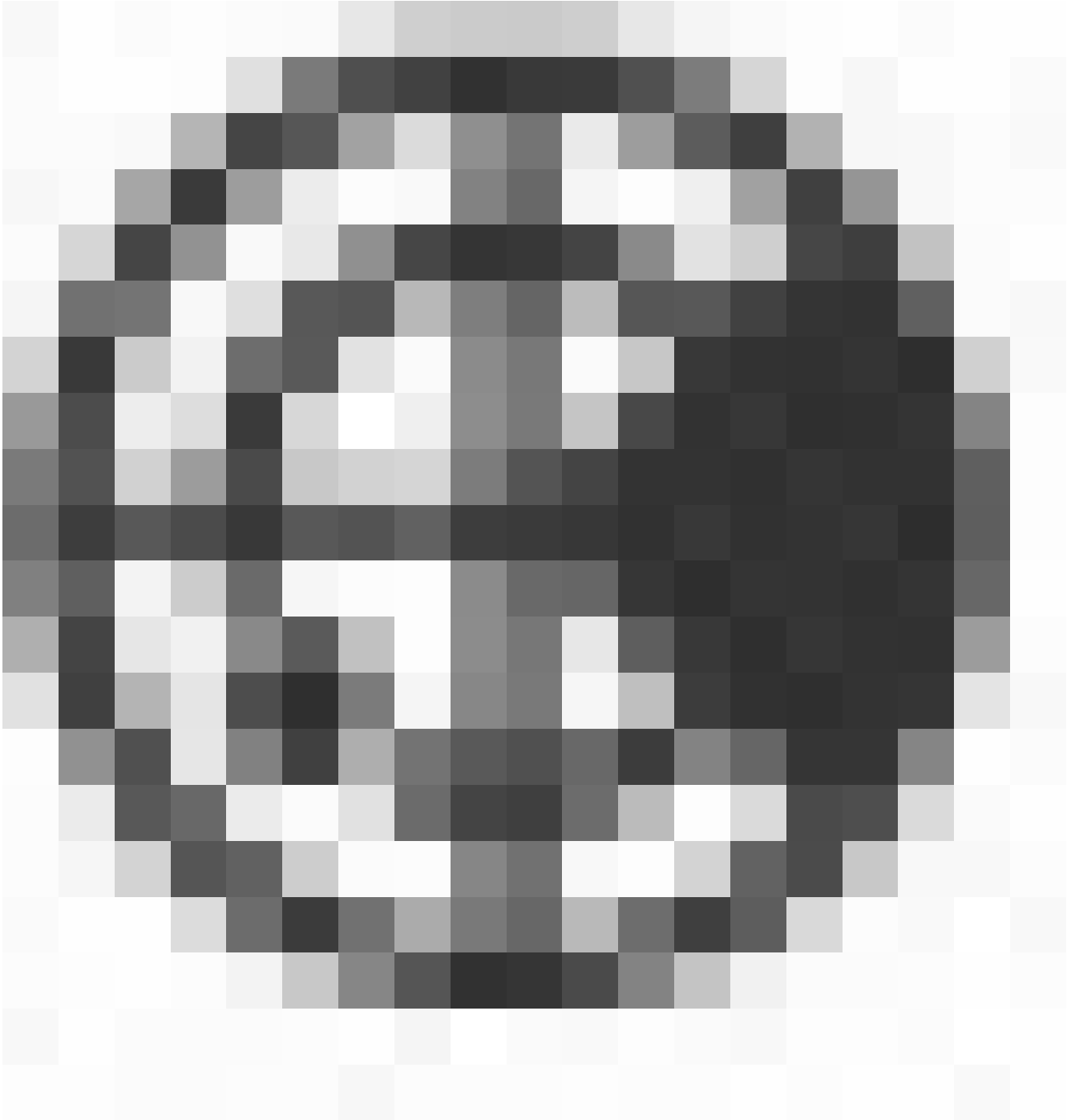
Make sure that the Bluetooth-enabled mobile phone is discoverable.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Bluetooth**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth**.

  b. For T46U/T43U/T42U/T46S/T46G/T42S/T41S/T54W/T53W/T53/T53C phones, select **Scan** to search the Bluetooth devices.
  c. Find your Bluetooth-enabled mobile phone, and then select **Connect**.
  d. For T48U/T48S/T48G/T57W phones, tap your Bluetooth-enabled headset.
  e. *The phone will prompt the connection passkey on the phone screen.*
  d. Make sure your mobile phone is showing the same passkey, and then select **OK** on both the mobile phone and phone.
  e. (Optional) Select **OK** to enable the mobile contacts sync feature, or select **Cancel** to disable the mobile contacts sync feature.
- For VP59/T58A/T58W phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Bluetooth**.
  c. Tap

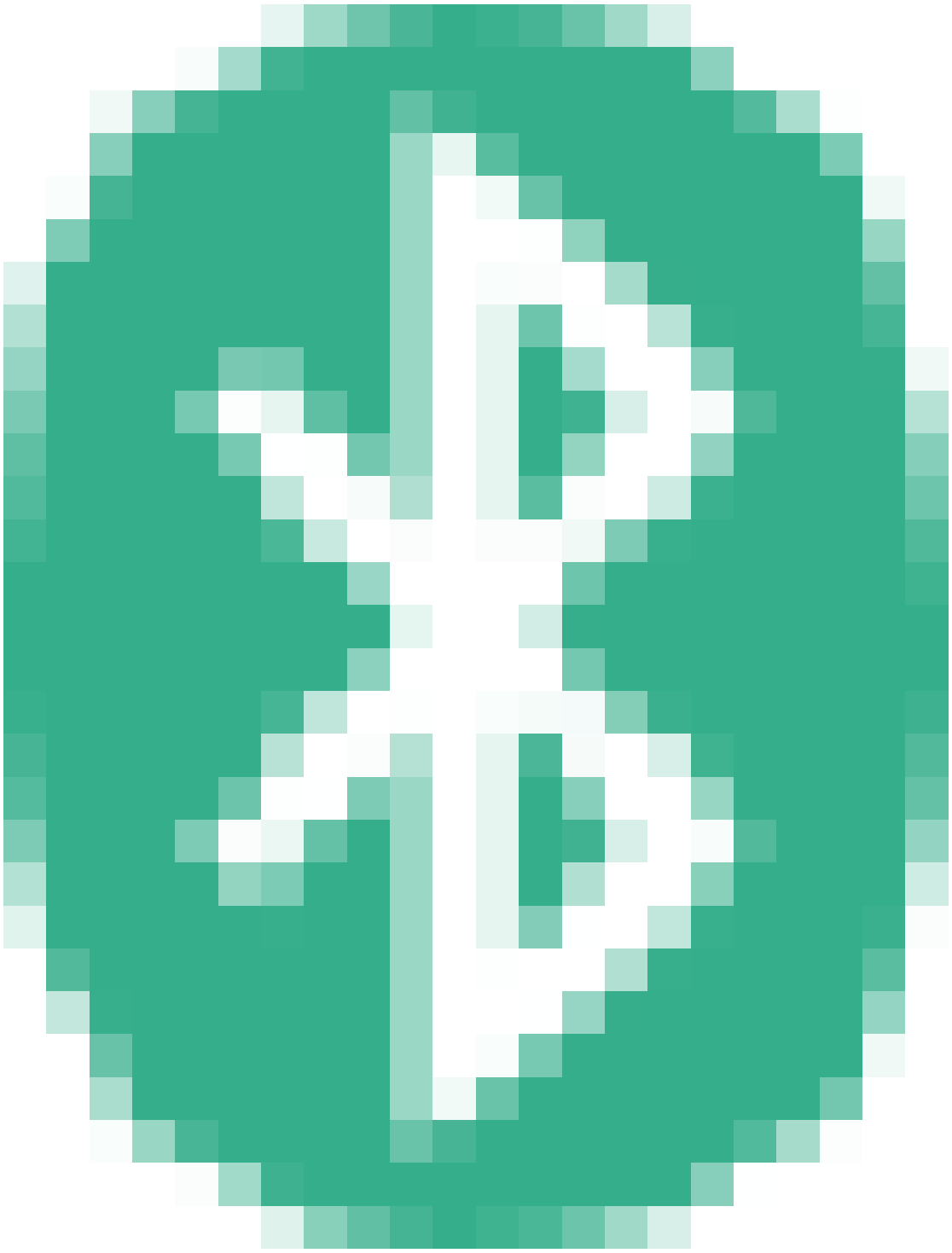


.

d. Tap the desired Bluetooth-enabled mobile phone to connect to your phone.

e. *The connection will be completed successfully with a prompt that appears under the Bluetooth headset name.*

f. *The Bluetooth icon*



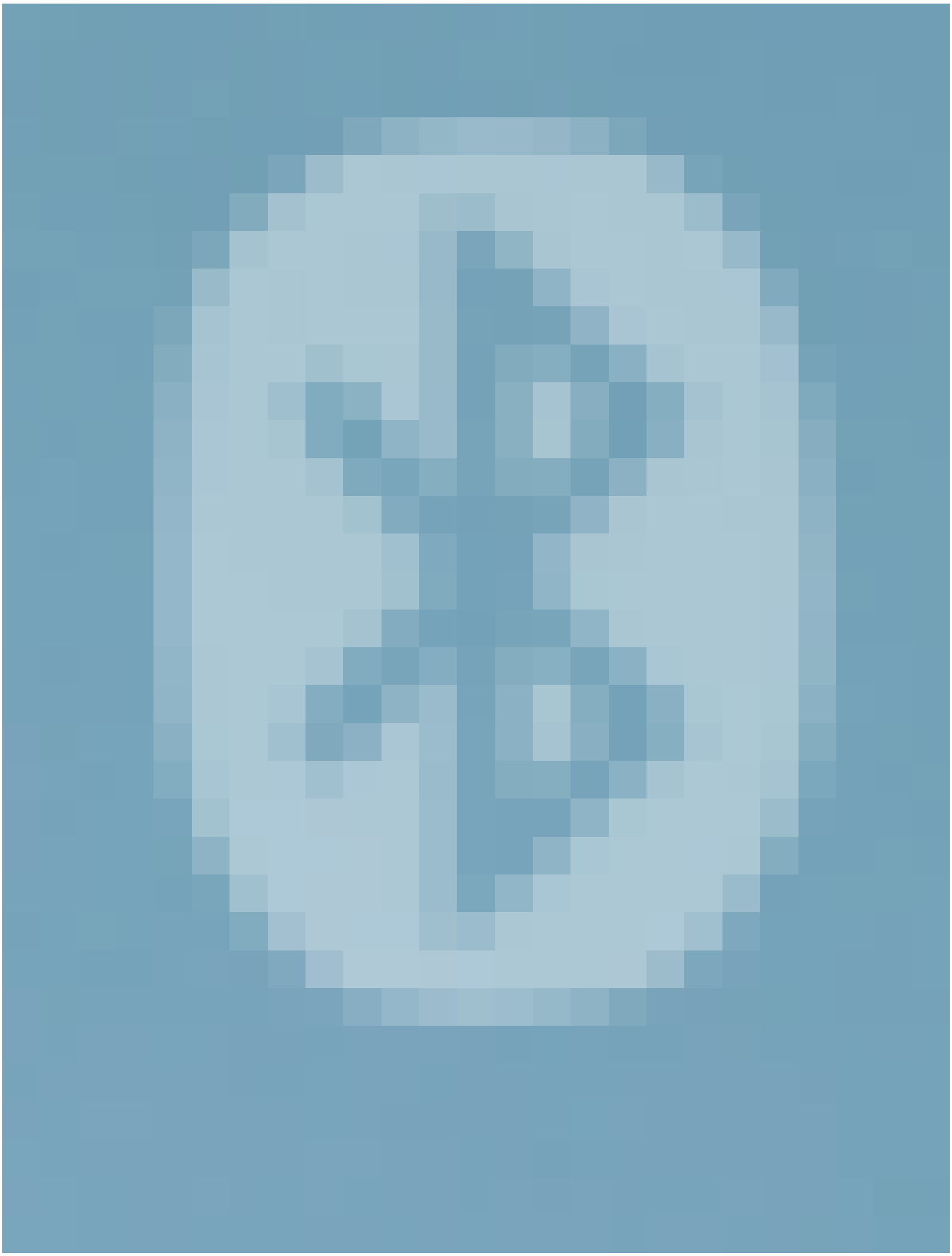
appears in the status bar.

- For T88W (Pro)/T88V Pro phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Bluetooth**.
  c. Turn on **Open Detection**.

d. Tap the desired Bluetooth-enabled mobile phone to connect to your phone.

e. *The connection will be completed successfully with a prompt that appears under the Bluetooth headset name.*

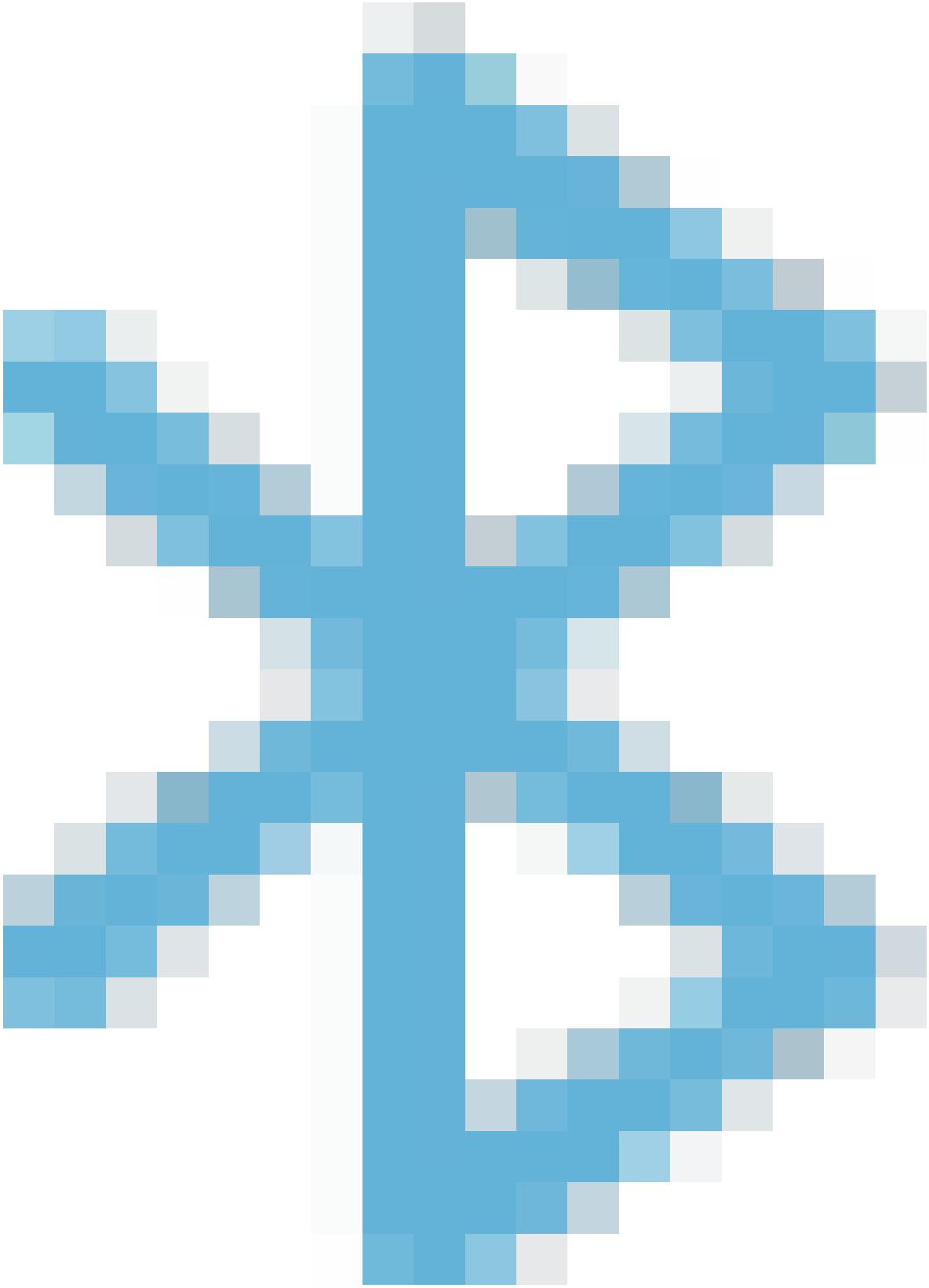
f. *The Bluetooth icon*



appears in the status bar.

- For CP925/CP935W phones:

  a. Tap



.

  b. Tap

.

c. *The phone will prompt the connection passkey on the phone screen.*

c. Make sure your mobile phone is showing the same passkey, and then select **OK** on both the mobile phone and phone.

d. (Optional) Select **OK** to enable the mobile contacts sync feature, or select Cancel to disable the mobile contacts sync feature.

- For CP965 phones:

  a. Go to **More** > **Settings** > **Basic Settings** > **Bluetooth**.

  b. Tap

to search for the mobile phone.

c. Tap the desired Bluetooth-enabled mobile phone.

d. Select **Pair** on both the mobile phone and the phone.

e. *The connection will be completed successfully with a prompt appearing under the Bluetooth-enabled mobile phone name.*

f. *And the phone automatically assigns a Mobile Account key.*

If you enable the mobile contacts sync feature, you also need to authorize the phone to sync the contacts temporarily on the mobile phone.

Pair & Connect two Bluetooth Devices

You can connect two Bluetooth devices to the phone at a time, for example, a Bluetooth-enabled mobile phone and a Bluetooth headset.

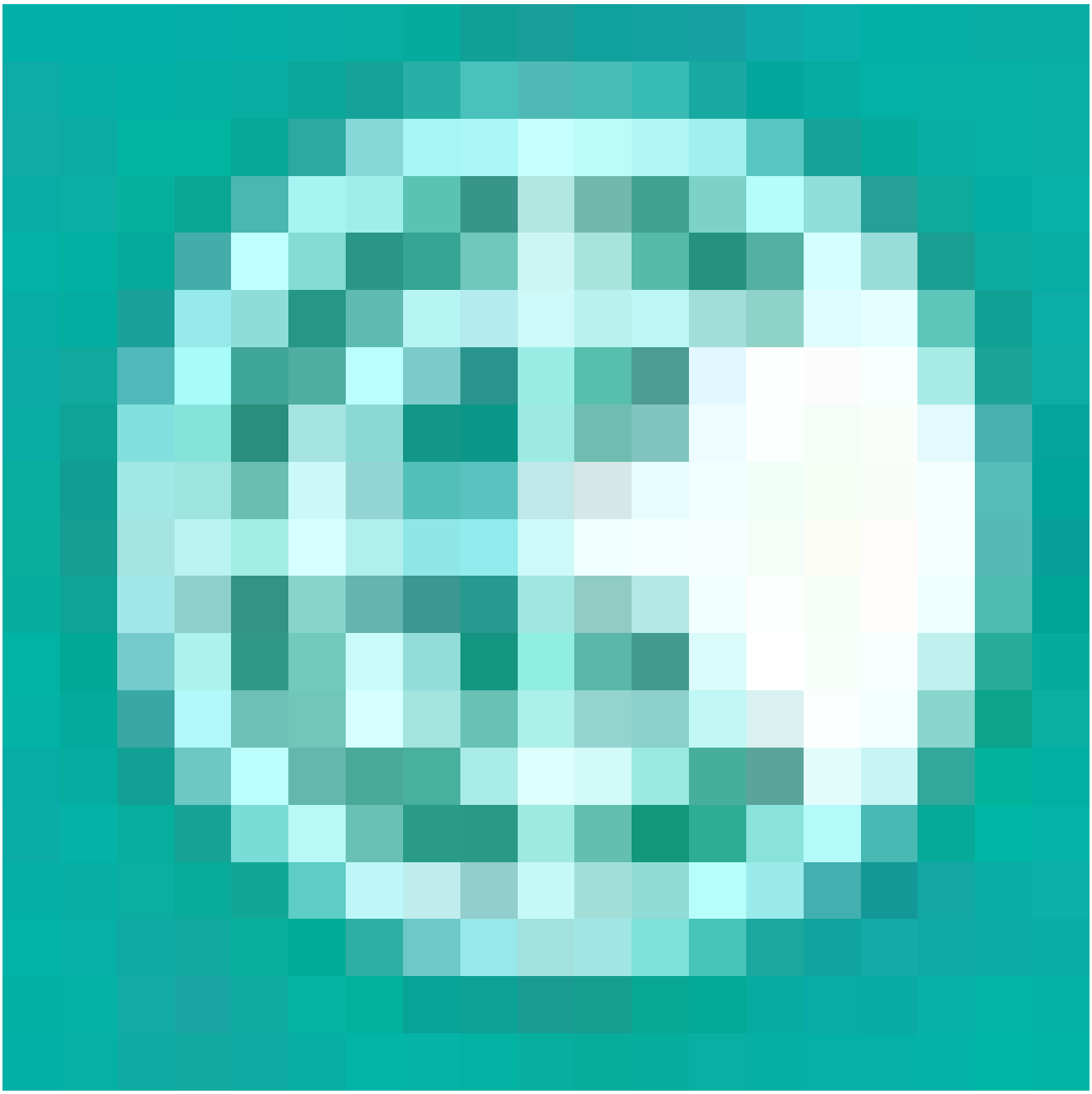
Before You Begin

Make sure that the Bluetooth devices are discoverable.

Procedure

Do one of the following:

- T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Settings** > **Basic Settings** > **Bluetooth**.
  b. Tap the **Scan** softkey to search for the Bluetooth devices.
  c. Pair and connect the two Bluetooth devices respectively.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Bluetooth**.
  c. Tap



to search for the Bluetooth devices.

d. Pair and connect the two Bluetooth devices respectively.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Bluetooth**.

  c. Tap **Open Detection** to search for the Bluetooth devices.

  d. Pair and connect the two Bluetooth devices respectively.

> The phone does not support connecting two Bluetooth devices of the same type at the same time.
> The Bluetooth channel cannot support two devices at the same time, and a Bluetooth-enabled mobile phone has higher priority than a Bluetooth headset.

Synchronize Mobile Contacts to Phone

You can sync mobile contacts to your phone. This is a convenient way to view a contact without accessing your mobile phone.

Enable Mobile Contacts Sync Feature

To sync the mobile contacts to the phone, you should enable the sync feature in advance.

Before You Begin

Make sure that the Bluetooth-enabled mobile phone is paired and connected to your phone.

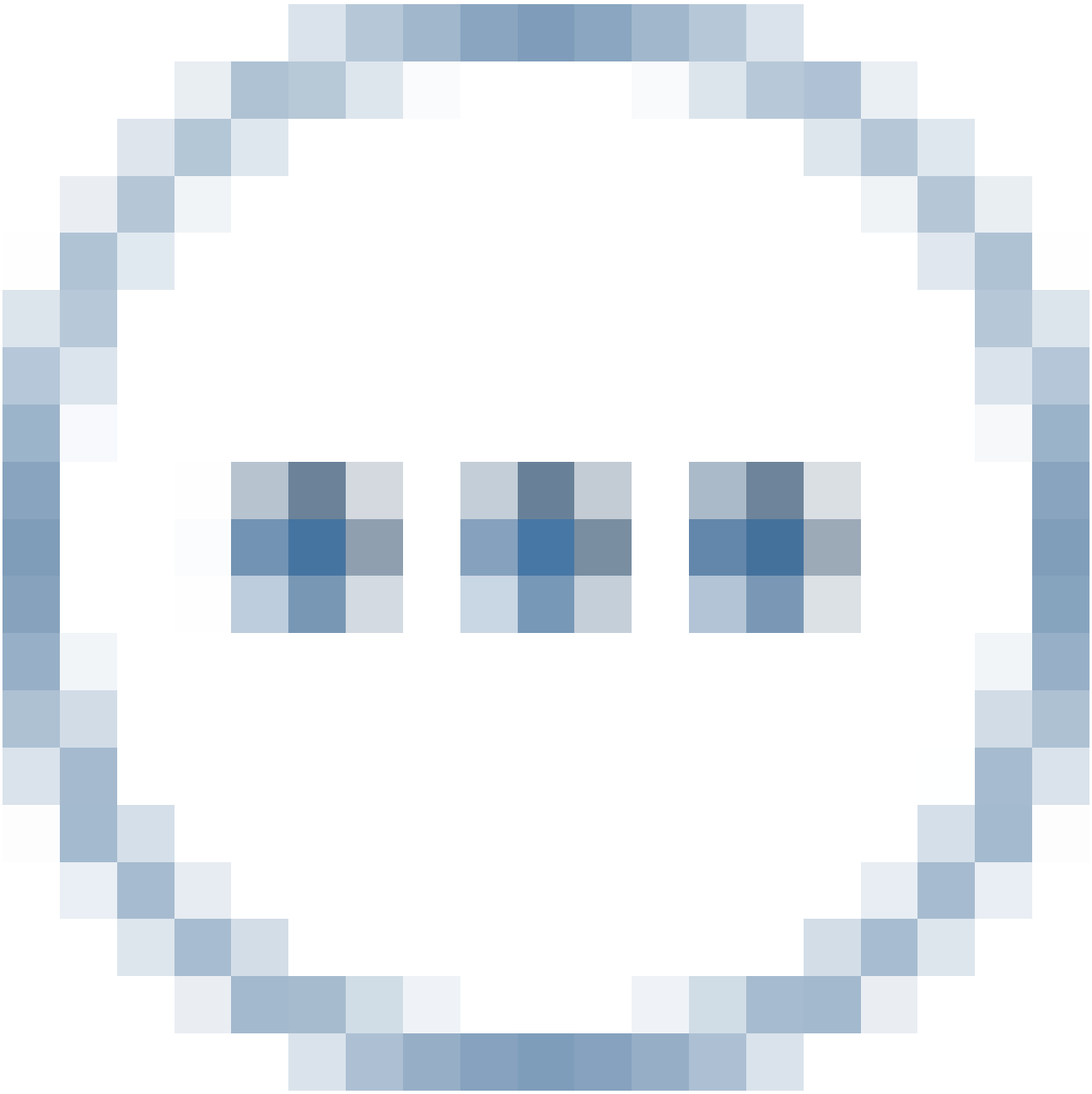
Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Bluetooth** > **Paired Bluetooth Device**.
     - Go to **Menu** > **Basic** > **Bluetooth**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth** > **Paired Bluetooth Device**.

  b. Select **Option** > **Detail**.

  c. For T48U/T48S/T48G/T57W phones, tap



after the connected Bluetooth-enabled mobile phone name.

c. Select **On** from the **Mobile Contacts Sync** field.

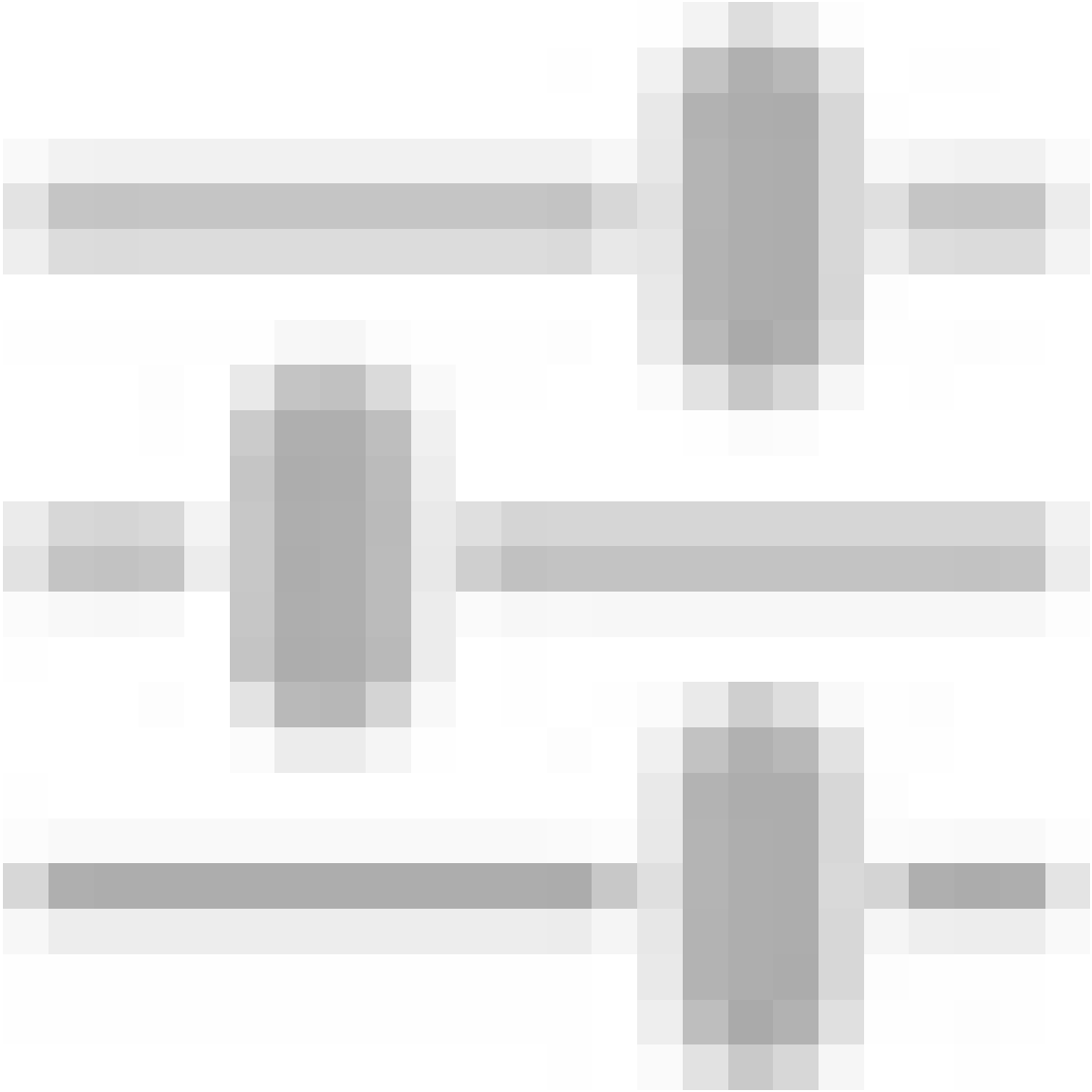
d. *You need to authorize the phone to synchronize the contacts temporarily on the mobile phone first, and then the mobile contacts directory will appear in the phone directory list.*

- For VP59/T58A/T58W phones:

a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Basic Settings** > **Bluetooth**.

c. Tap



after the desired Bluetooth-enabled mobile phone name.

d. Select **Mobile Contacts Sync**.

e. *You need to authorize the phone to synchronize the contacts temporarily on the mobile phone first, and then the mobile contacts directory will appear in the phone directory list.*

- For T88W (Pro)/T88V Pro phones:

  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Bluetooth**.

  c. Tap

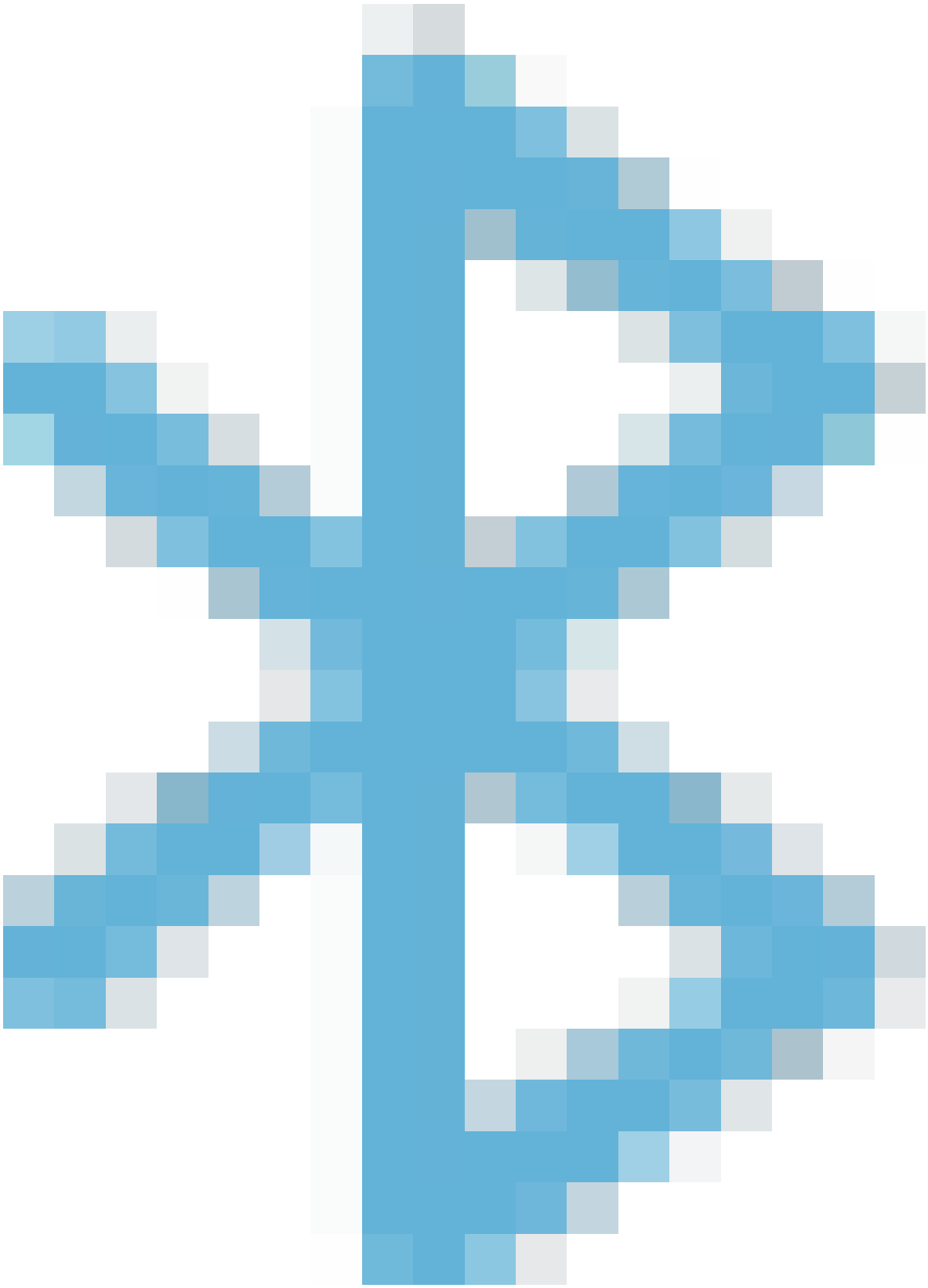
after the desired Bluetooth-enabled mobile phone name.

d. Select **Mobile Contacts Sync**.

e. *You need to authorize the phone to synchronize the contacts temporarily on the mobile phone first, and then the mobile contacts directory will appear in the phone directory list.*

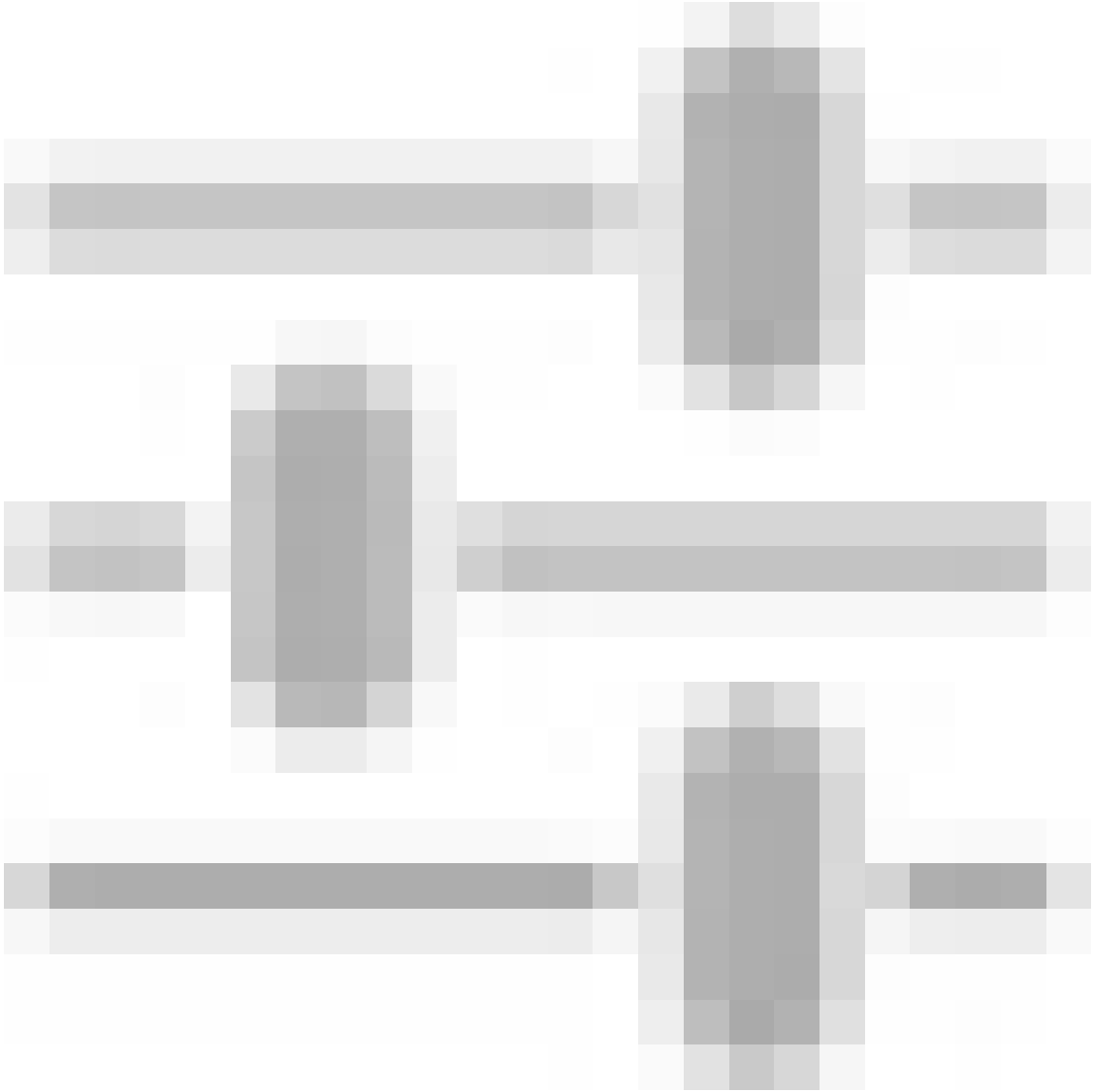
- For CP925/CP935W phones:

  a. Tap



.

b. Tap



after the desired Bluetooth-enabled mobile phone name.

c. *The phone will prompt the connection passkey on the phone screen.*

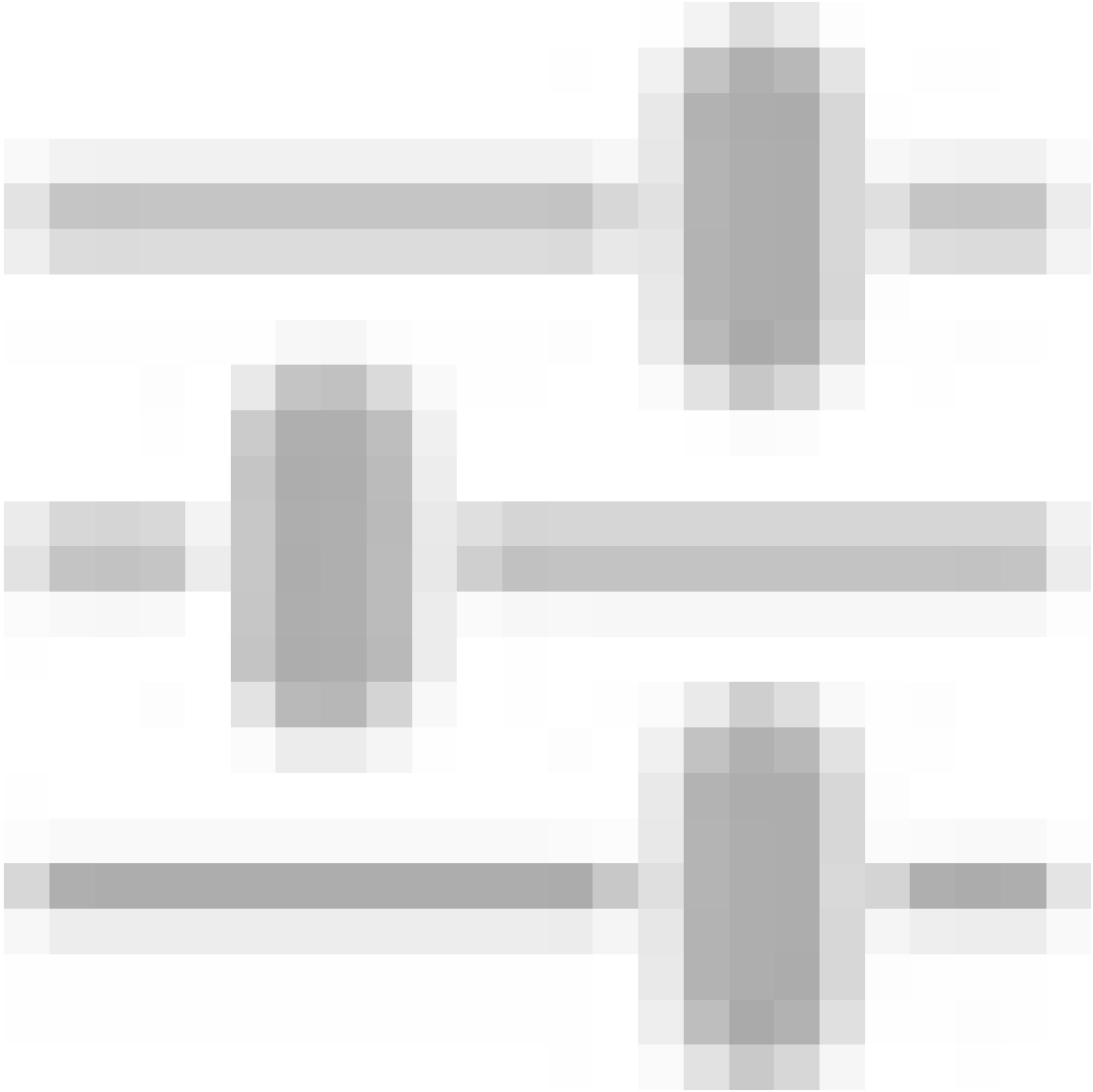
c. Select **Mobile Contacts Sync**.

d. *You need to authorize the phone to synchronize the contacts temporarily on the mobile phone first, and then the mobile contacts directory will appear in the phone directory list.*

- For CP965 phones:

  a. Go to **More** > **Settings** > **Basic** > **Bluetooth**.

  b. Tap



after the desired Bluetooth-enabled mobile phone name.

c. *The phone will prompt the connection passkey on the phone screen.*

c. Select **Mobile Contacts Sync**.

d. *You need to authorize the phone to synchronize the contacts temporarily on the mobile phone first, and then the mobile contacts directory will appear in the phone directory list.*

View Mobile Contacts on Phones

You can view a list of mobile contacts on the phone.

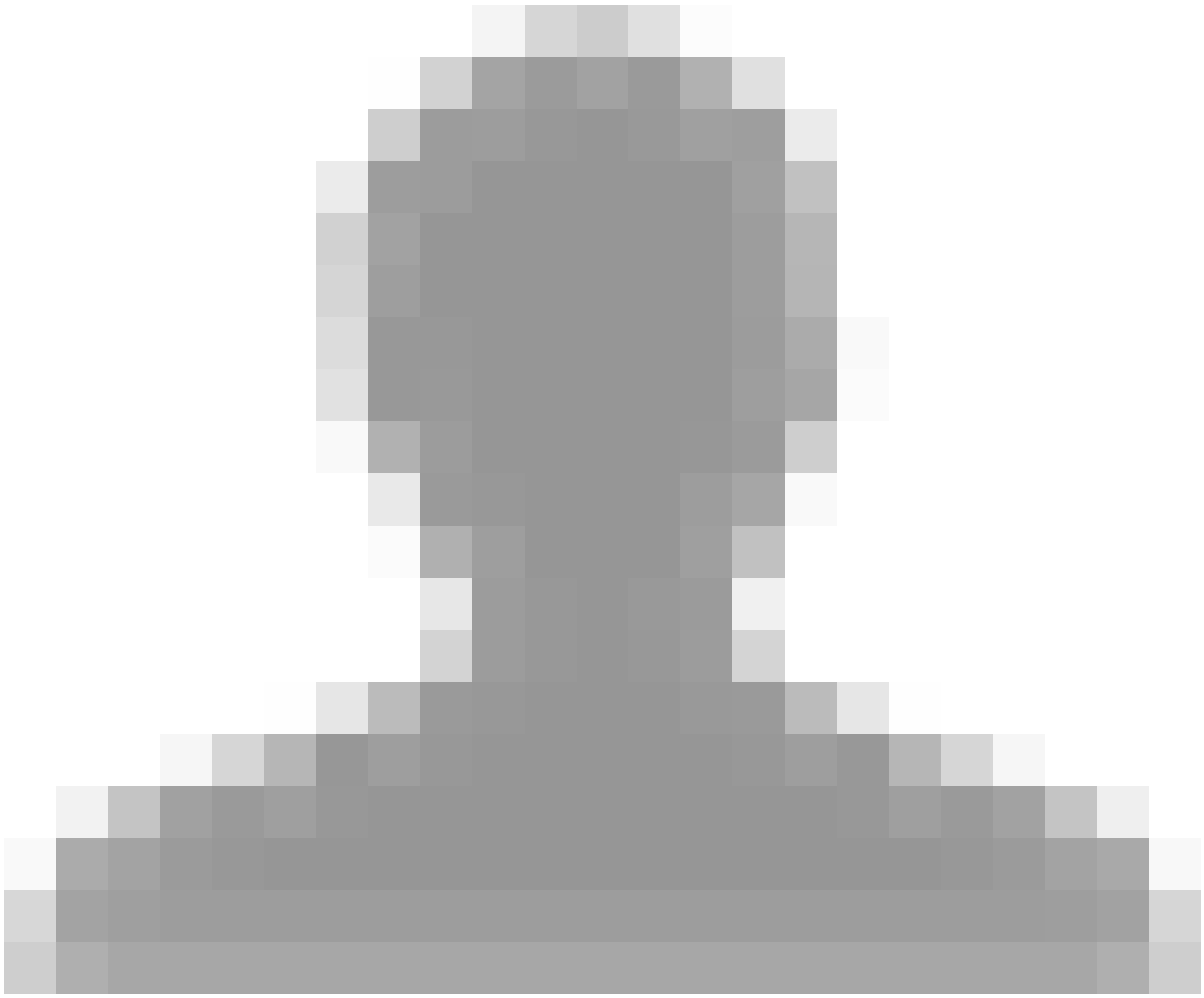
Before You Begin

Make sure that the mobile contact sync feature is enabled.

Procedure

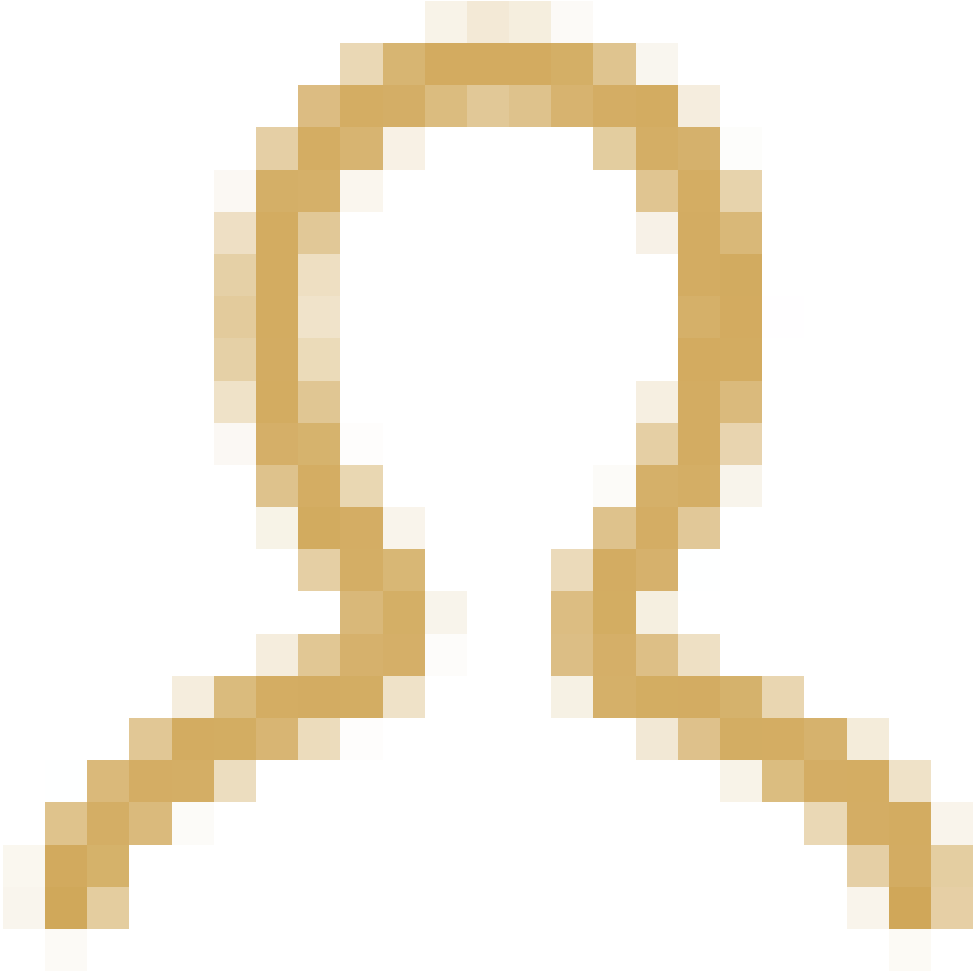
- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones, go to **Menu** > **Directory** > **Mobile Contacts**.
- *The contacts stored in your mobile phone will display in the **Mobile Contacts** list.*
- For VP59/T58A/T58W phones, go to

/



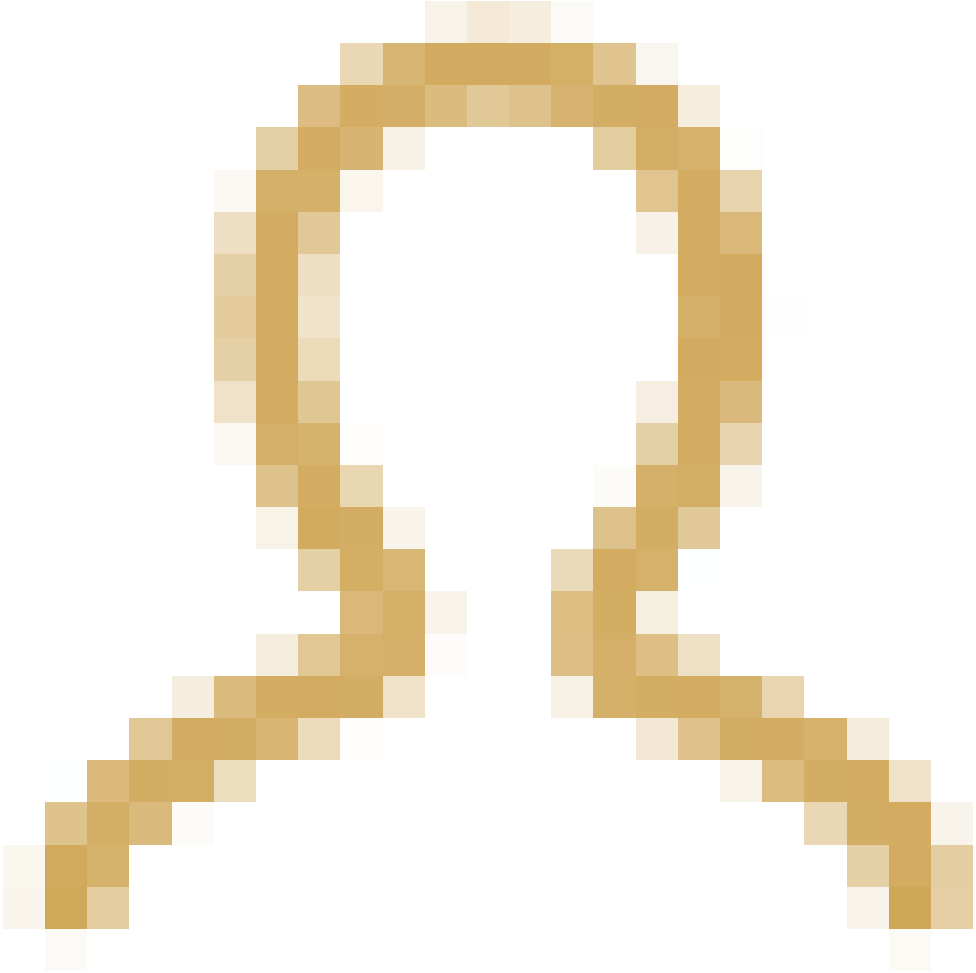
> **Mobile Contacts**.

- For T88W (Pro)/T88V Pro phones, go to **Contact** > **Mobile Contacts**.
- For CP925/CP935W phones, go to



> **Local Directory** > **Mobile Contacts**.

- For CP965 phones, go to



> **Mobile Contacts**.

Disable Mobile Contacts Sync Feature

When you no longer view and use the mobile contacts on the phone, you can disable the sync feature.

Procedure

Do one of the following:

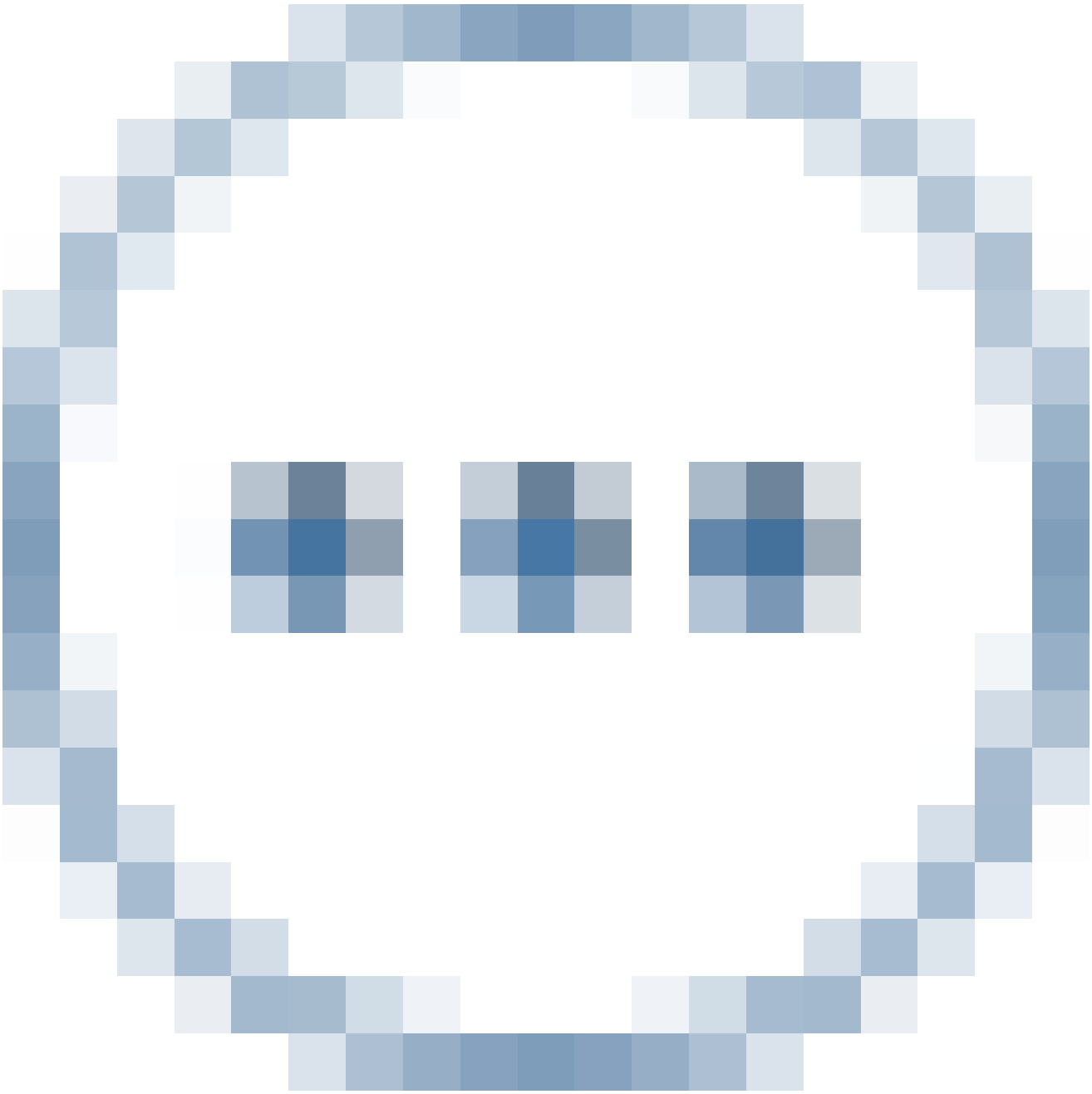
- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:

  a. Do one of the following:

  - Go to **Menu** > **Basic** > **Bluetooth** > **Paired Bluetooth Device**.
  - Go to **Menu** > **Basic** > **Bluetooth**.
  - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth** > **Paired Bluetooth Device**.

  b. Select **Option** > **Detail**.

c. For T48U/T48S/T48G/T57W phones, tap



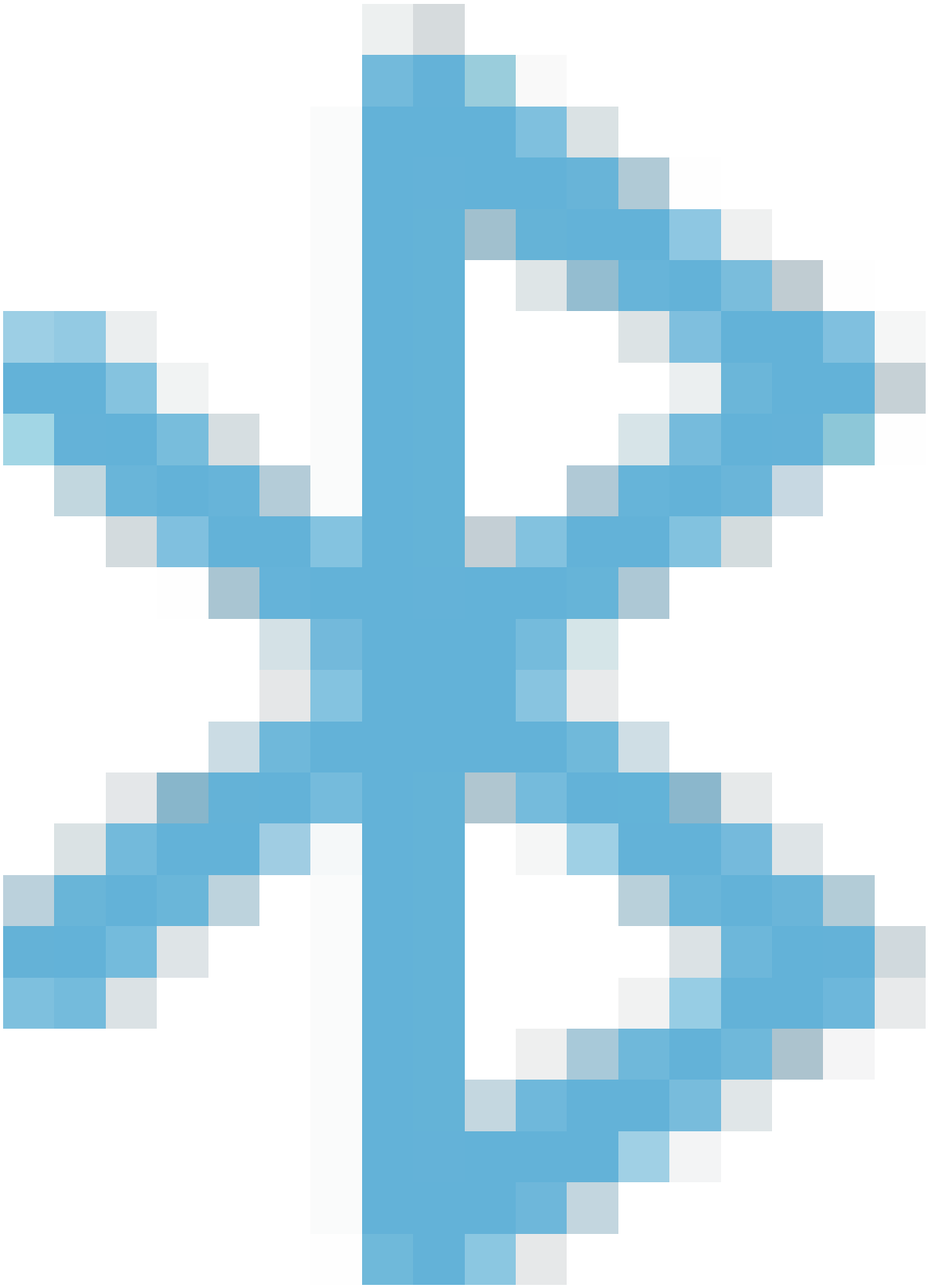
after the connected Bluetooth-enabled mobile phone name.

c. Select **Off** from the **Mobile Contacts Sync** field.

d. *The mobile contacts directory disappears from the phone directory list.*

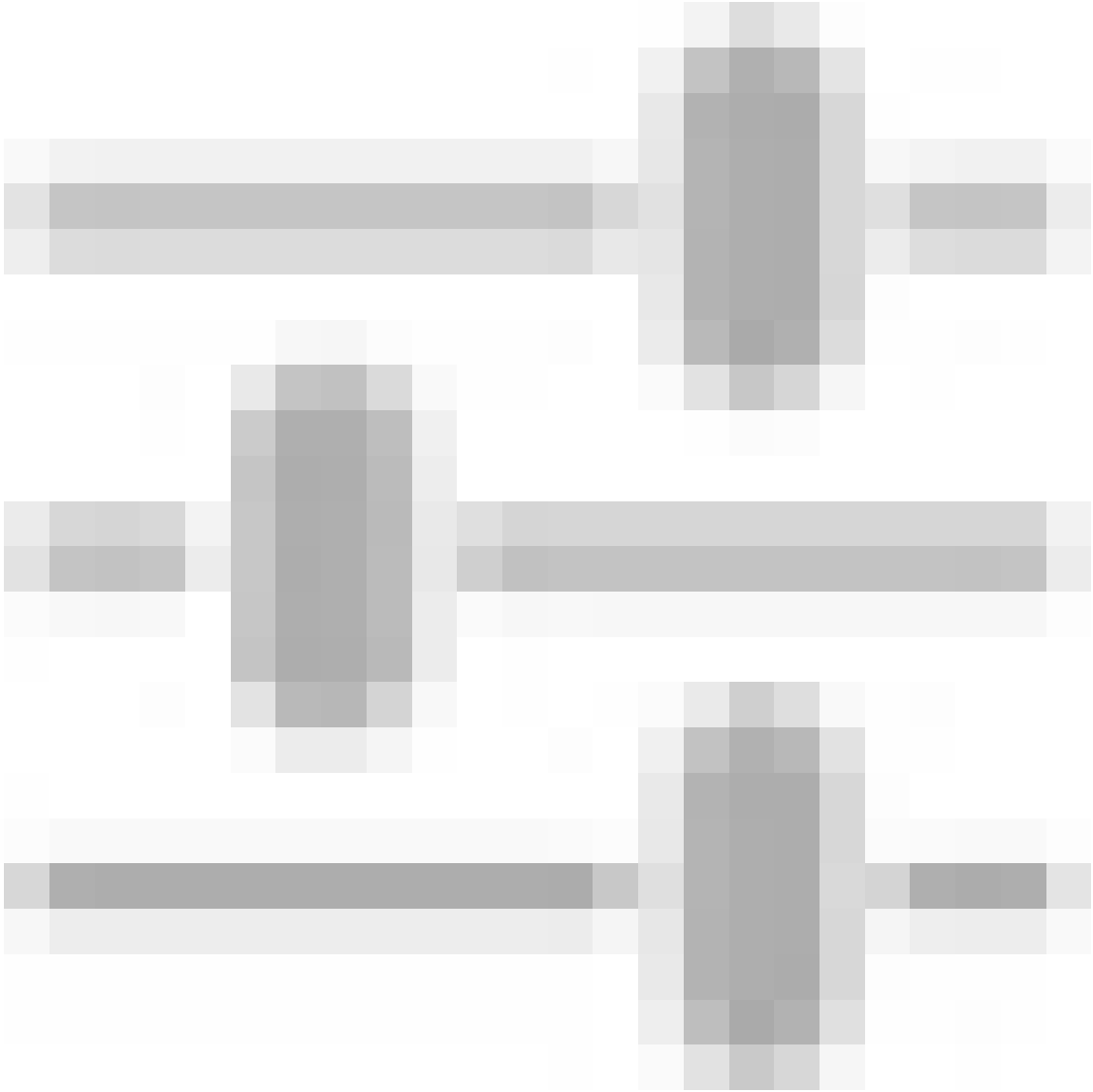
- For CP925/CP935W/CP965 phones:

  a. Tap



.

b. Tap



after the desired Bluetooth-enabled mobile phone name.

c. *The phone will prompt the connection passkey on the phone screen.*

c. Turn off **Mobile Contacts Sync**.

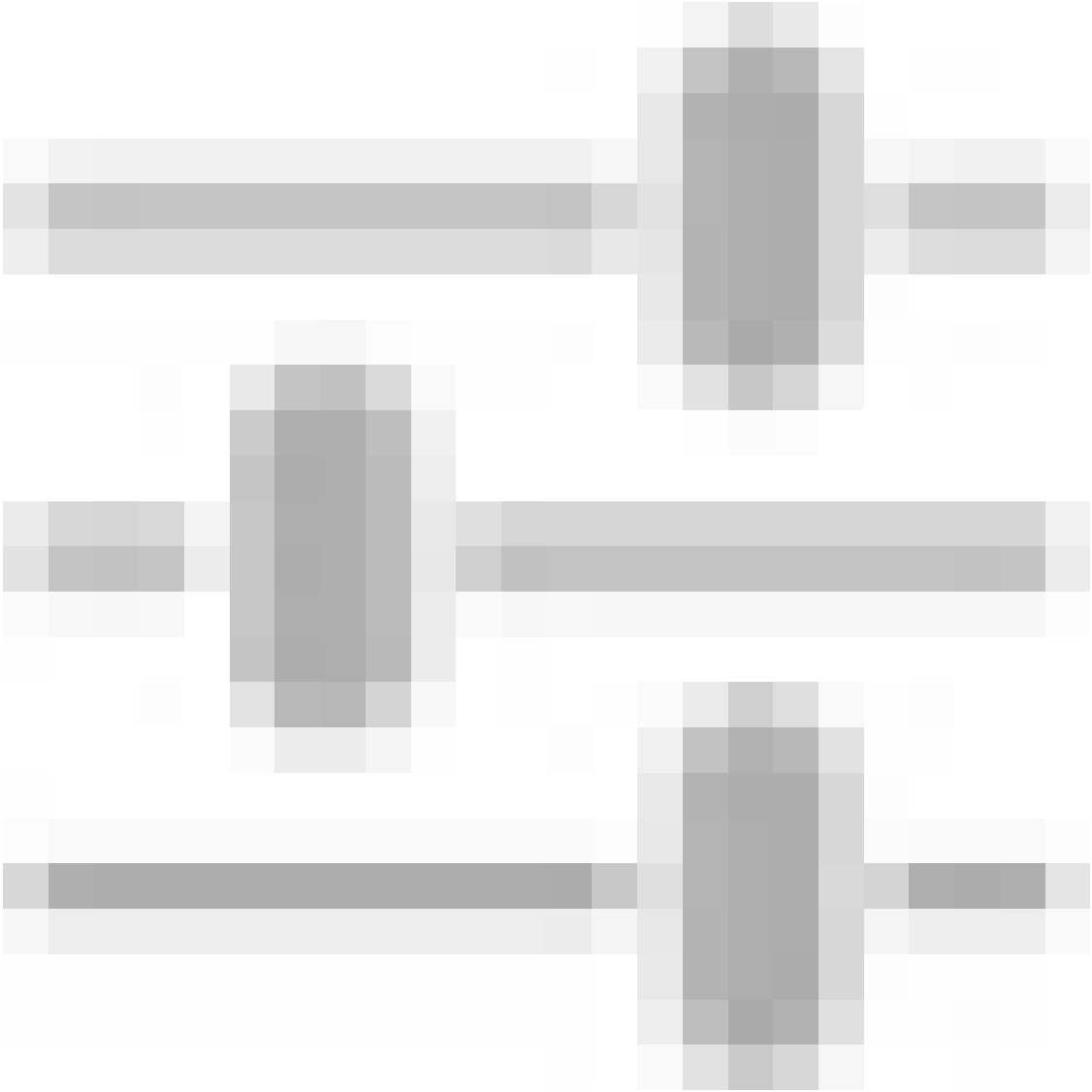
d. *The mobile contacts directory disappears from the phone directory list.*

- For VP59/T58A/T58W phones:

a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Basic Settings** > **Bluetooth**.

c. Tap



after the desired Bluetooth-enabled mobile phone name.

d. Turn off **Mobile Contacts Sync**.

The mobile contacts directory disappears from the phone directory list.

- For T88W (Pro)/T88V Pro phones:

a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Bluetooth**.

c. Tap

after the desired Bluetooth-enabled mobile phone name.

d. Turn off **Mobile Contacts Sync**.

The mobile contacts directory disappears from the phone directory list.

View Bluetooth Device Information

You can view the Bluetooth device information when the Bluetooth mode is activated.

Before You Begin

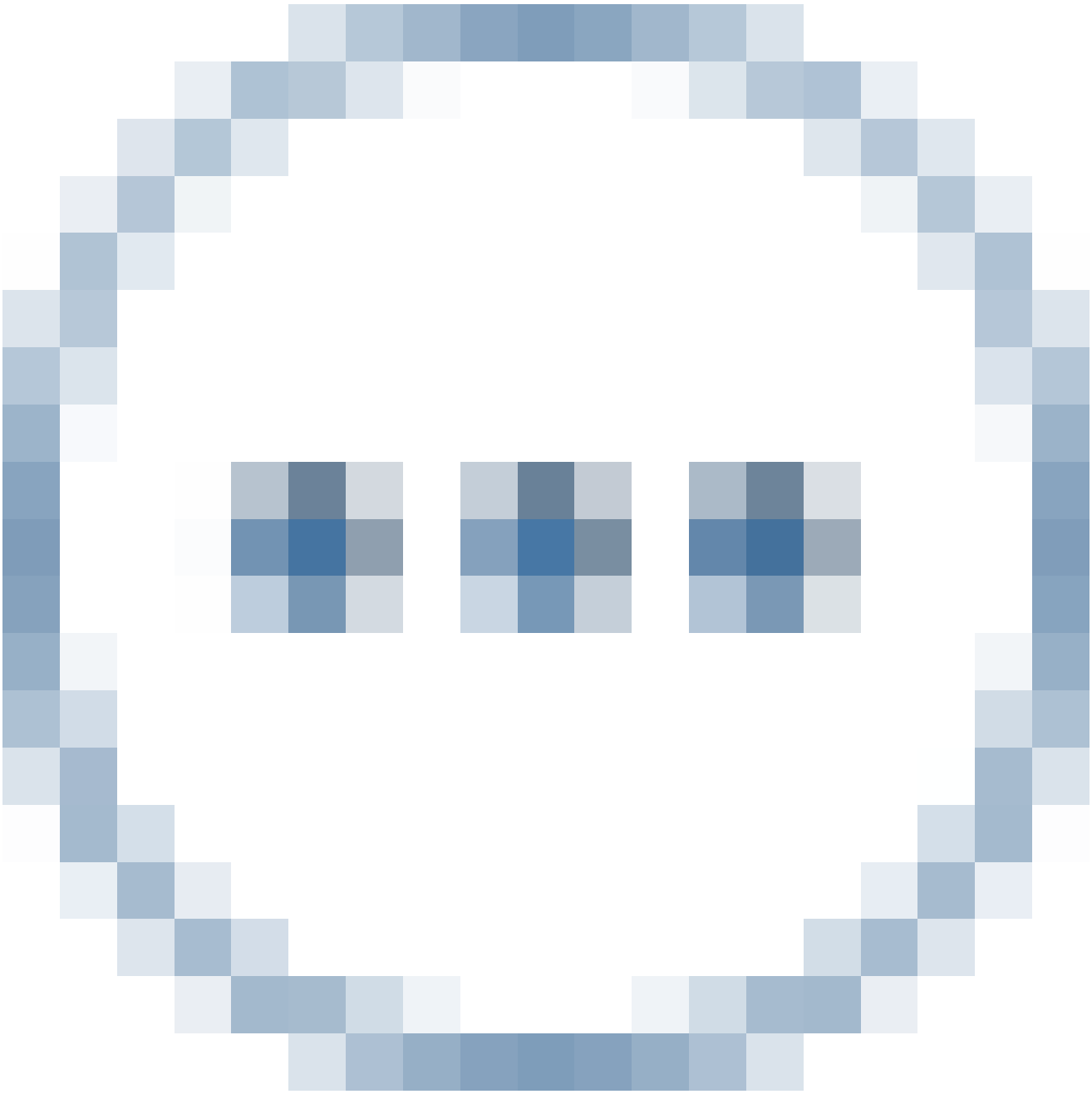
Make sure that the Bluetooth mode is activated and the Bluetooth device has been paired with your phone.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Bluetooth** > **Paired Bluetooth Device**.
    - Go to **Menu** > **Basic** > **Bluetooth**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth** > **Paired Bluetooth Device**.

  b. Do one of the following:
    - On the T48U/T48S/T48G/T57W phones, view the device name, device MAC address, and the connection status from the **Bluetooth Device(s)** field.
    - Tap



to view the synchronization status with mobile contacts.

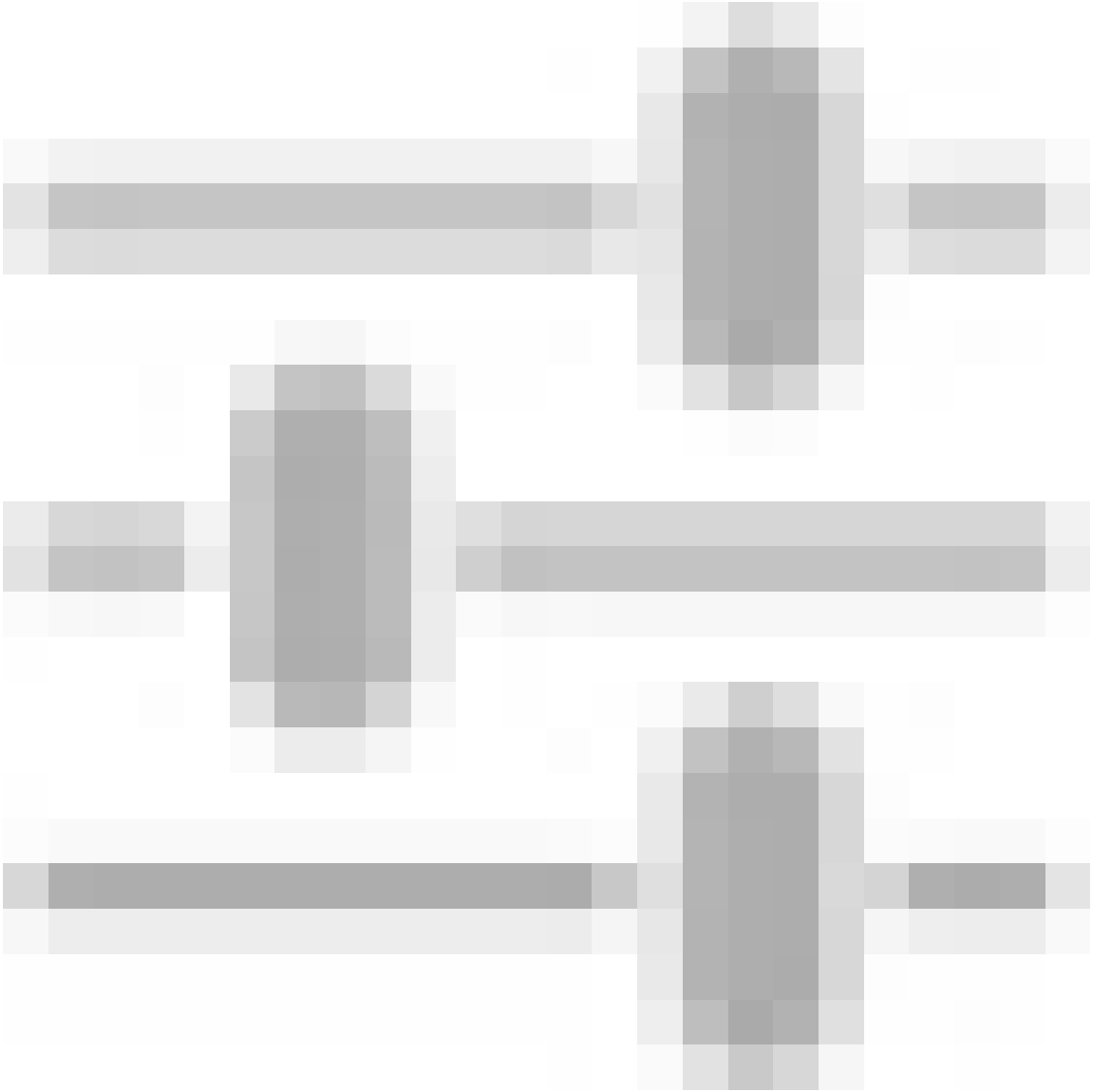
- On the T54W/T53W/T53/T53C phones, select the desired Bluetooth device.
- Select **Option** > **Detail** to view the device name, device MAC address, and the synchronization status.

- For VP59/T58A/T58W phones:

  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Basic Settings** > **Bluetooth**.

  a. Tap



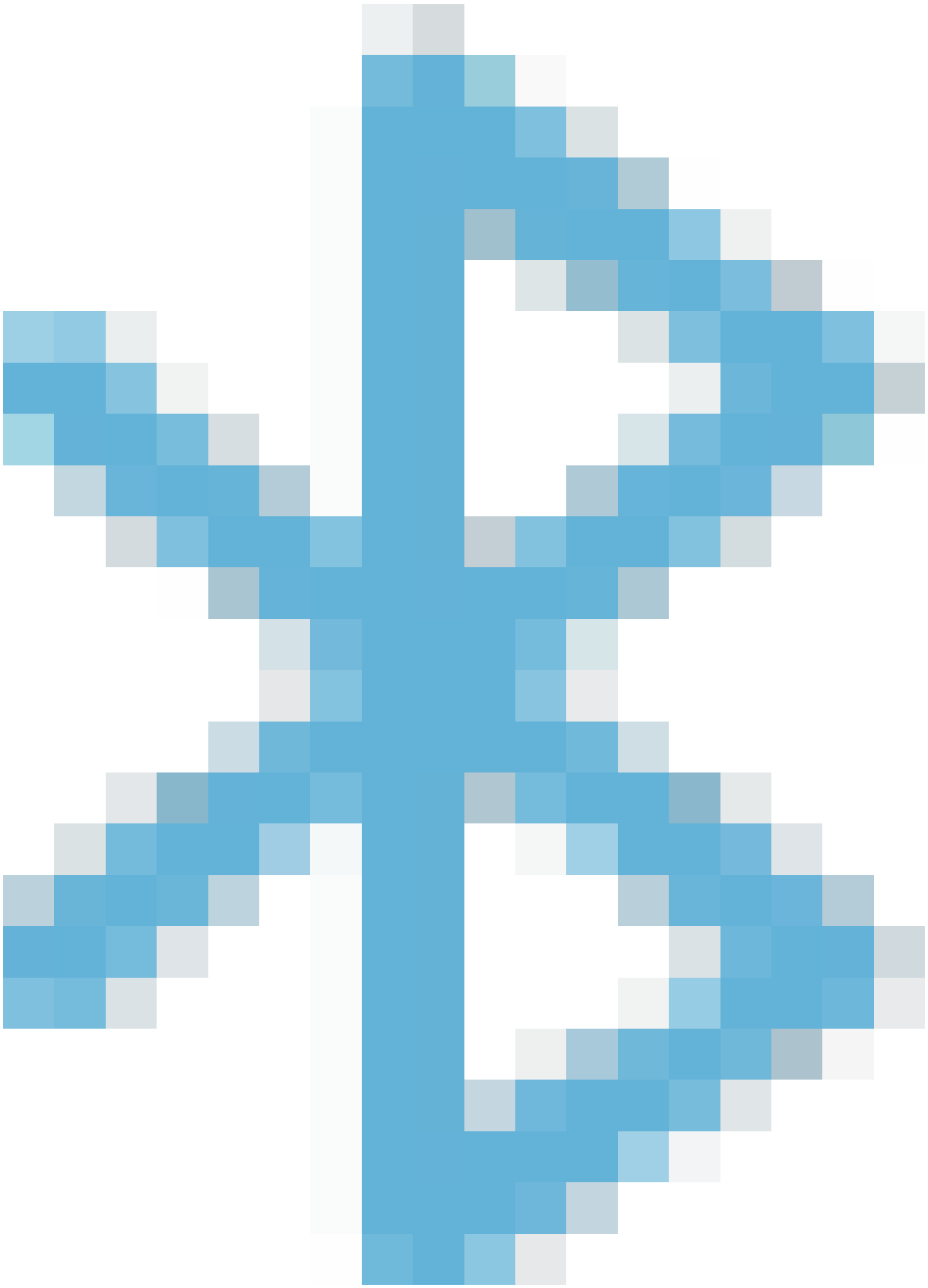
after the desired Bluetooth-enabled mobile phone name.

- For T88W (Pro)/T88V Pro phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Bluetooth**.
  c. Tap

after the desired Bluetooth-enabled mobile phone name.

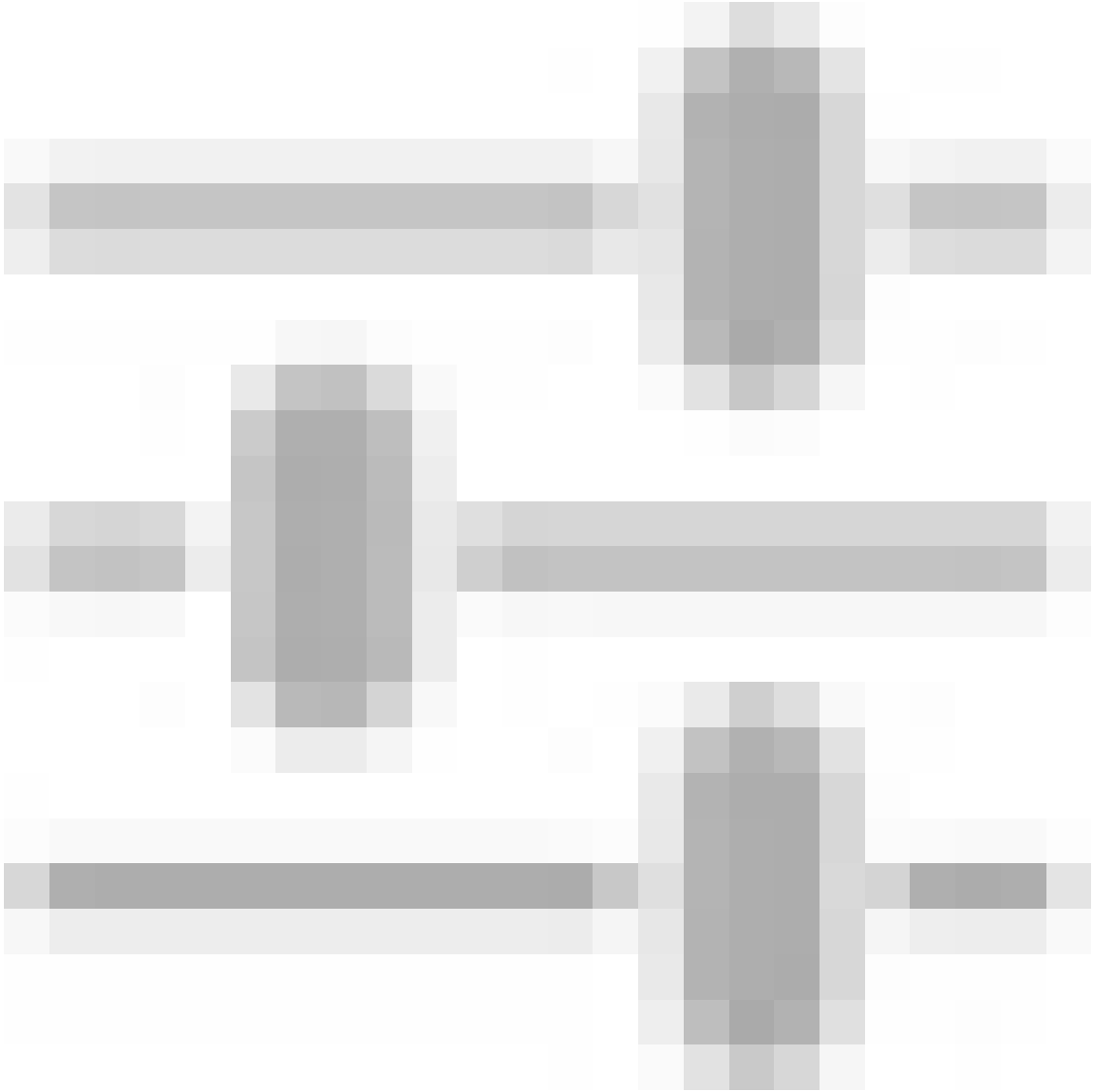
- For CP925/CP935W phones:

  a. Tap



.

b. Tap

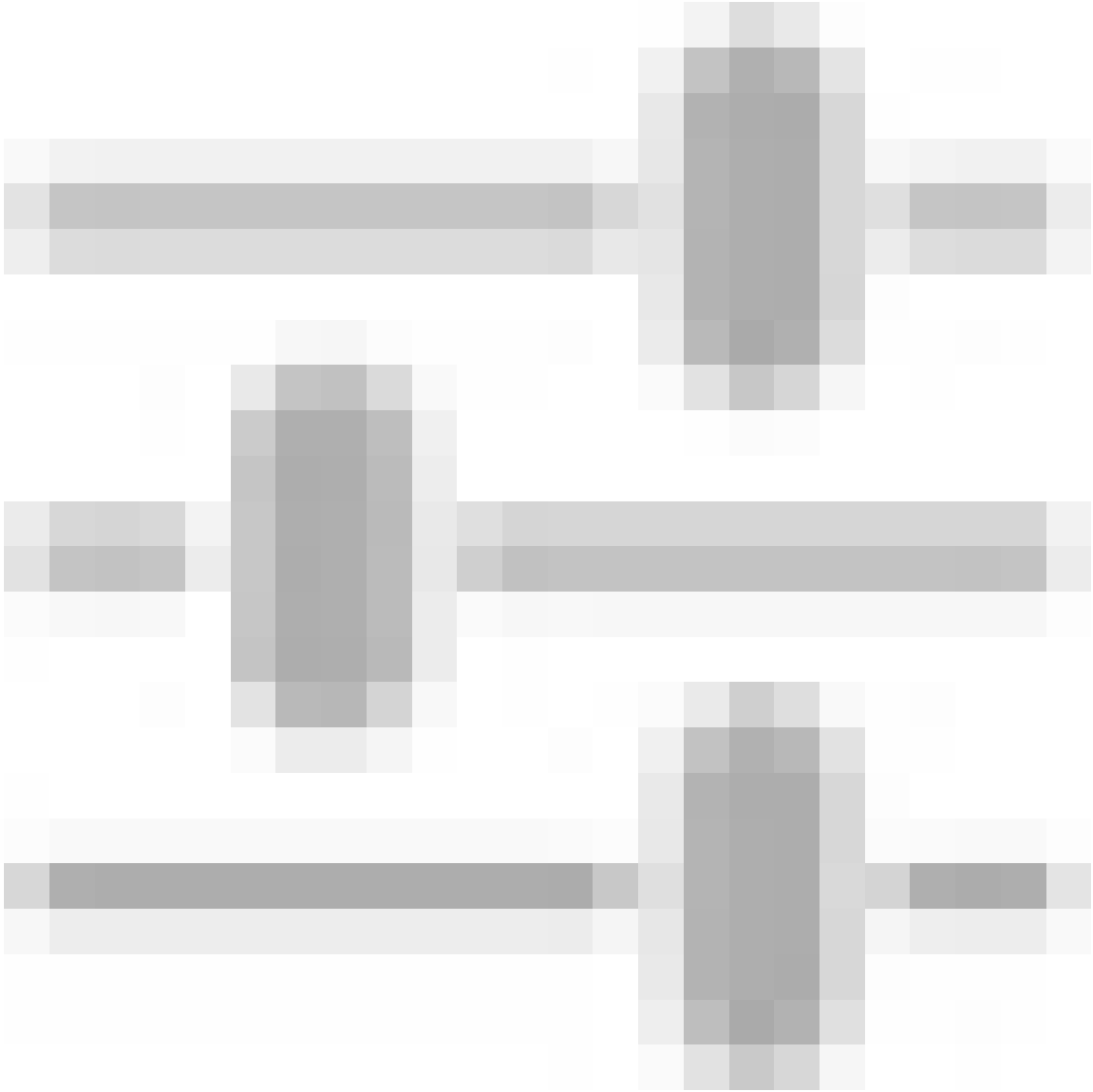


after the desired Bluetooth-enabled mobile phone name.

- For CP965 phones:

  a. Go to **More** > **Settings** > **Basic** > **Bluetooth**.

  b. Tap



after the desired Bluetooth-enabled mobile phone name.

Handle a Mobile Phone Call on the Phone

You can handle a mobile phone call on your phone, and the phone acts as a speaker and microphone for your mobile phone.

The call information appears on both your phone and your mobile phone screen. You can control the call's audio to go through the mobile phone or a phone on your mobile phone. For example, if you choose Bluetooth, the audio will go through the phone; if you choose Handset or Speaker, the audio will go through the mobile phone.

Before You Begin

Make sure that the Bluetooth-enabled mobile phone is paired and connected to your phone.

Procedure

Do the following on the phone:

- Place a call. Press the **My Mobile** key first, and then place a call or multiple calls to the mobile contact.
- Answer a call. An incoming call to your mobile phone is also shown on the phone; you can answer the call on the phone. The contacts will first be matched with those in the mobile contacts directory to present the caller's identity when receiving a mobile phone call.
- During the call, you can hold/resume, mute/unmute, or end the call on the phone.

Edit the Device Name of the Phone

You can edit the device name of your phone for easily recognizable.

Before You Begin

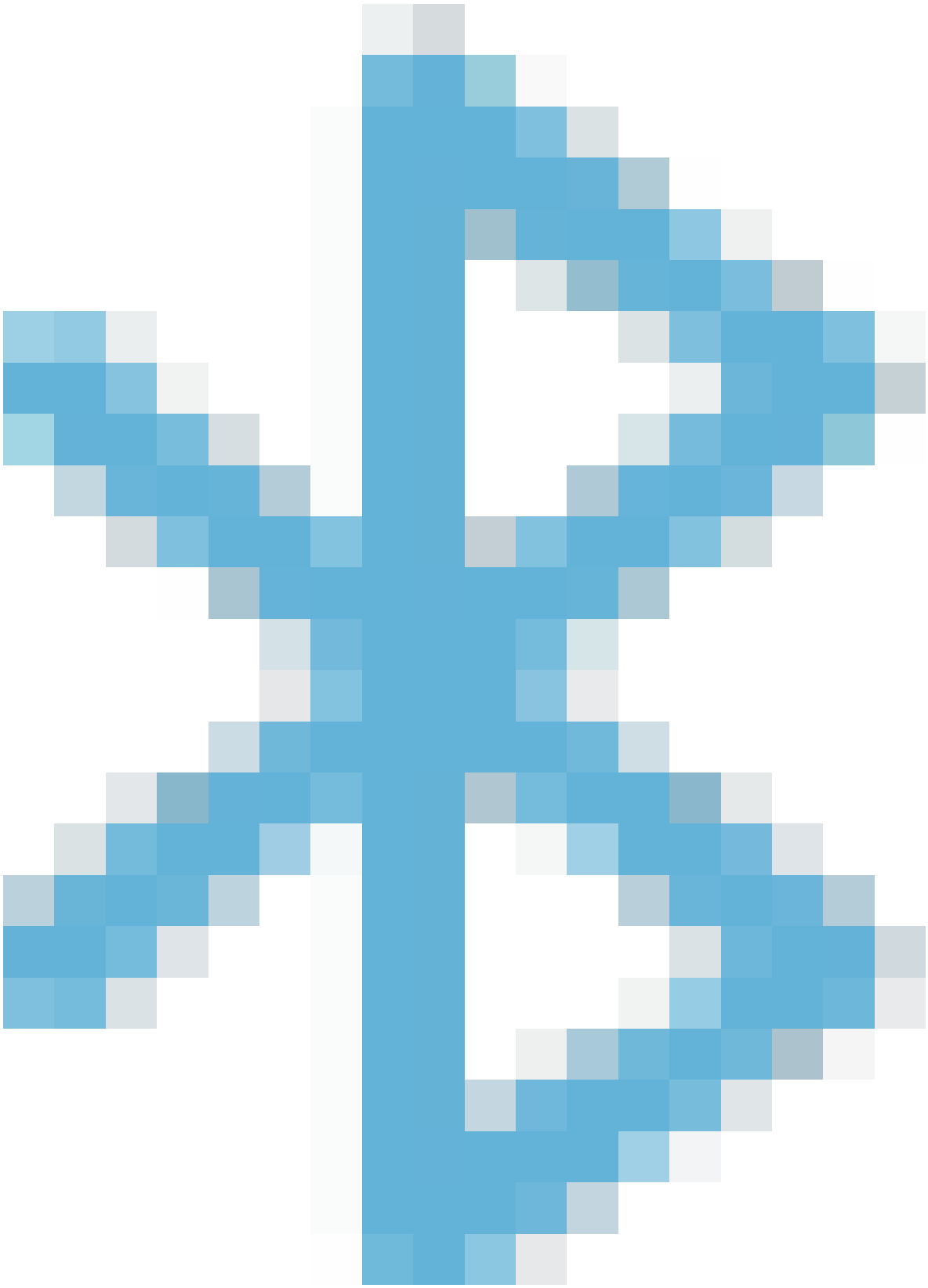
Make sure that the Bluetooth mode is activated.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Bluetooth** > **Edit My Device Information**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth** > **Edit My Device Information**.
    - *The phone screen displays the device name.*

  b. Enter the desired name in the **Device Name** field.
  c. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Bluetooth** > **Edit My Device Information**.
  c. Enter the desired name in the **Device Name** field.
  d. Select **Save**.
- For T88W (Pro)/T88V Pro phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Bluetooth** > **Broadcast Name**.
  c. Enter the desired name.
  d. Select **Save**.
- For CP925/CP935W phones:
  a. Tap



.

b. Enter **Edit My Device Information**.

c. Enter the desired name in the **Device Name** field.

d. Select **Save**.

- For CP965 phones:

  a. Go to **More** > **Settings** > **Basic** > **Bluetooth**.

b. Enter **Edit My Device Information**.

c. Enter the desired name in the **Device Name** field.

d. Select **Save**.

Delete Paired & Unpair Bluetooth Device

You can delete the Bluetooth device paired to your phone; the next time you activate the Bluetooth mode, the phone will not automatically connect to this device.

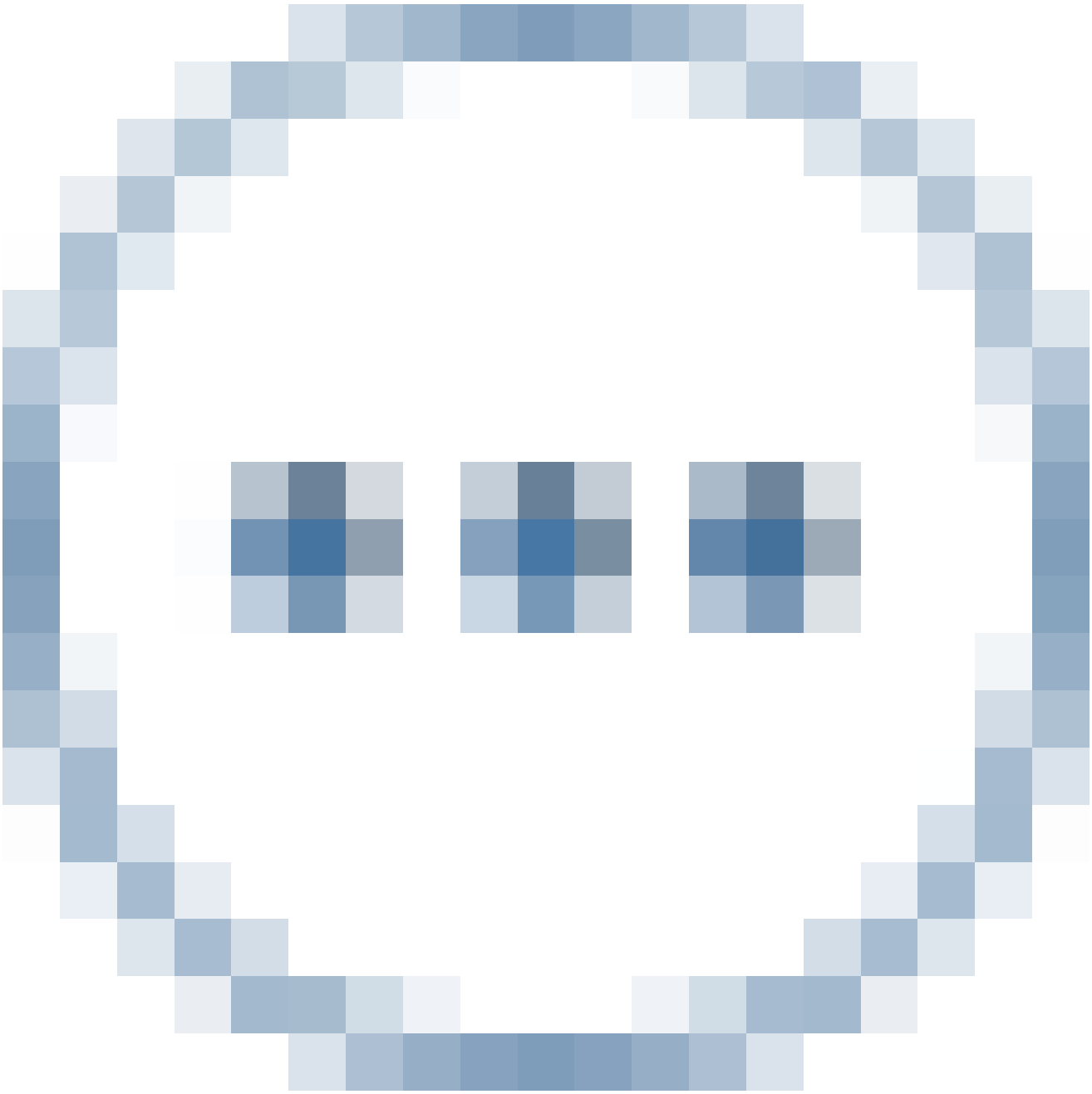
Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Bluetooth** > **Paired Bluetooth Device**.
    - Go to **Menu** > **Basic** > **Bluetooth**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth** > **Paired Bluetooth Device**.

  b. Select **Option** > **Delete**.

  c. For T48U/T48S/T48G/T57W phones, tap



> **Delete**.

c. Select **OK**.

- For VP59/T58A/T58W phones:

  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Basic Settings** > **Bluetooth**.

  c. Select the desired device.

  d. Select **Unpair**.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Bluetooth**.

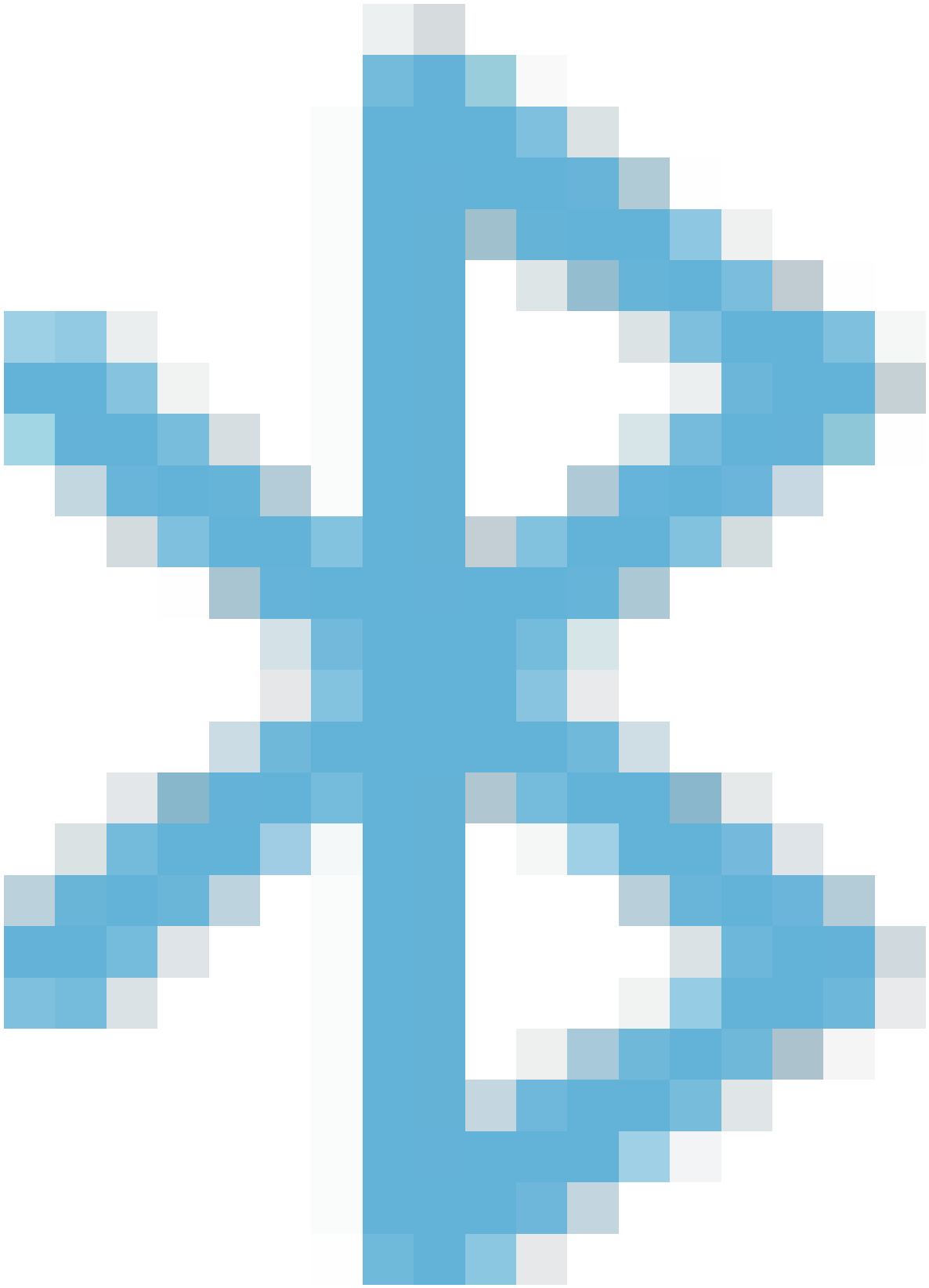
c. Tap

after the desired Bluetooth-enabled mobile phone name.

d. Select **Unpaired**.

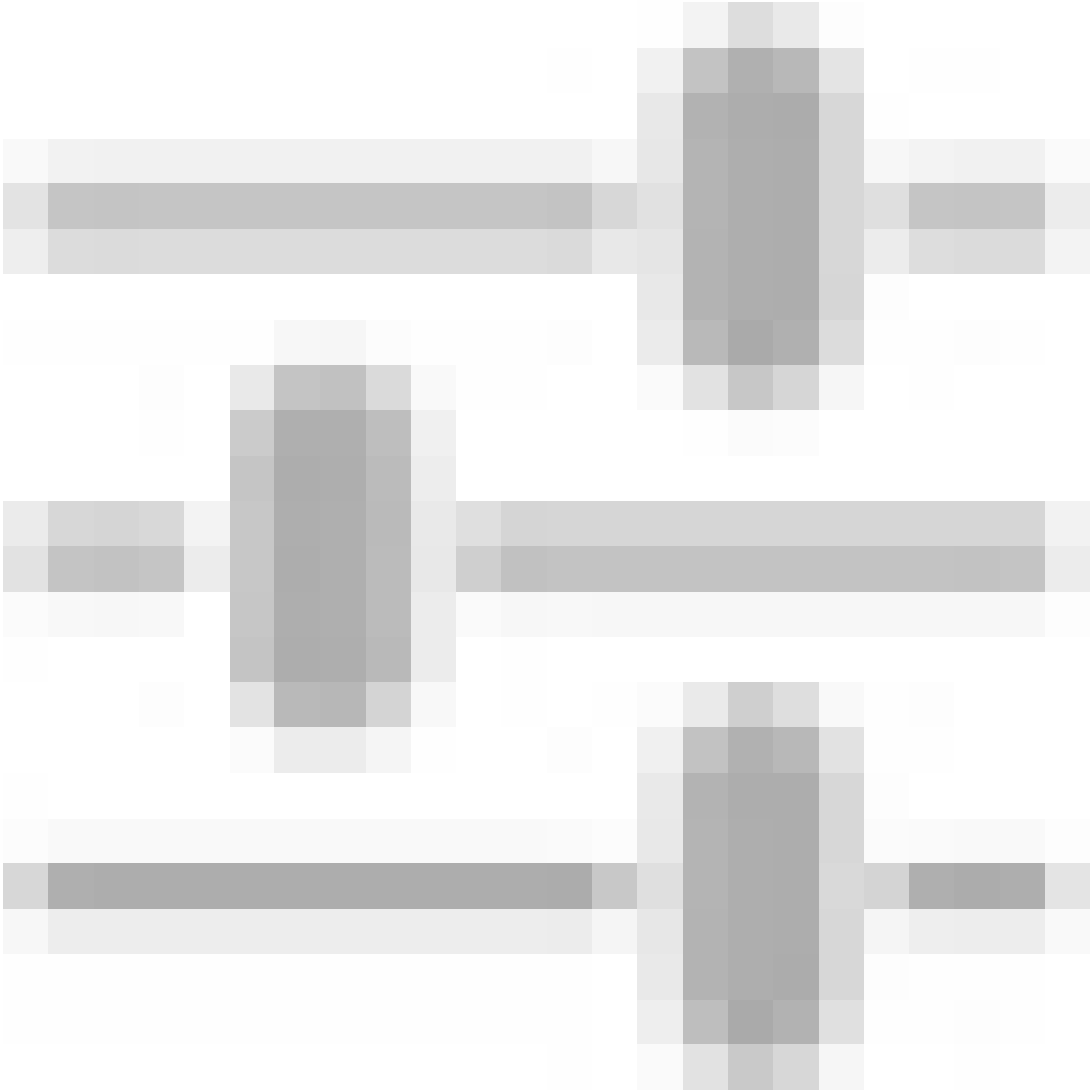
- For CP925/CP935W phones:

  e. Tap



.

f. Tap



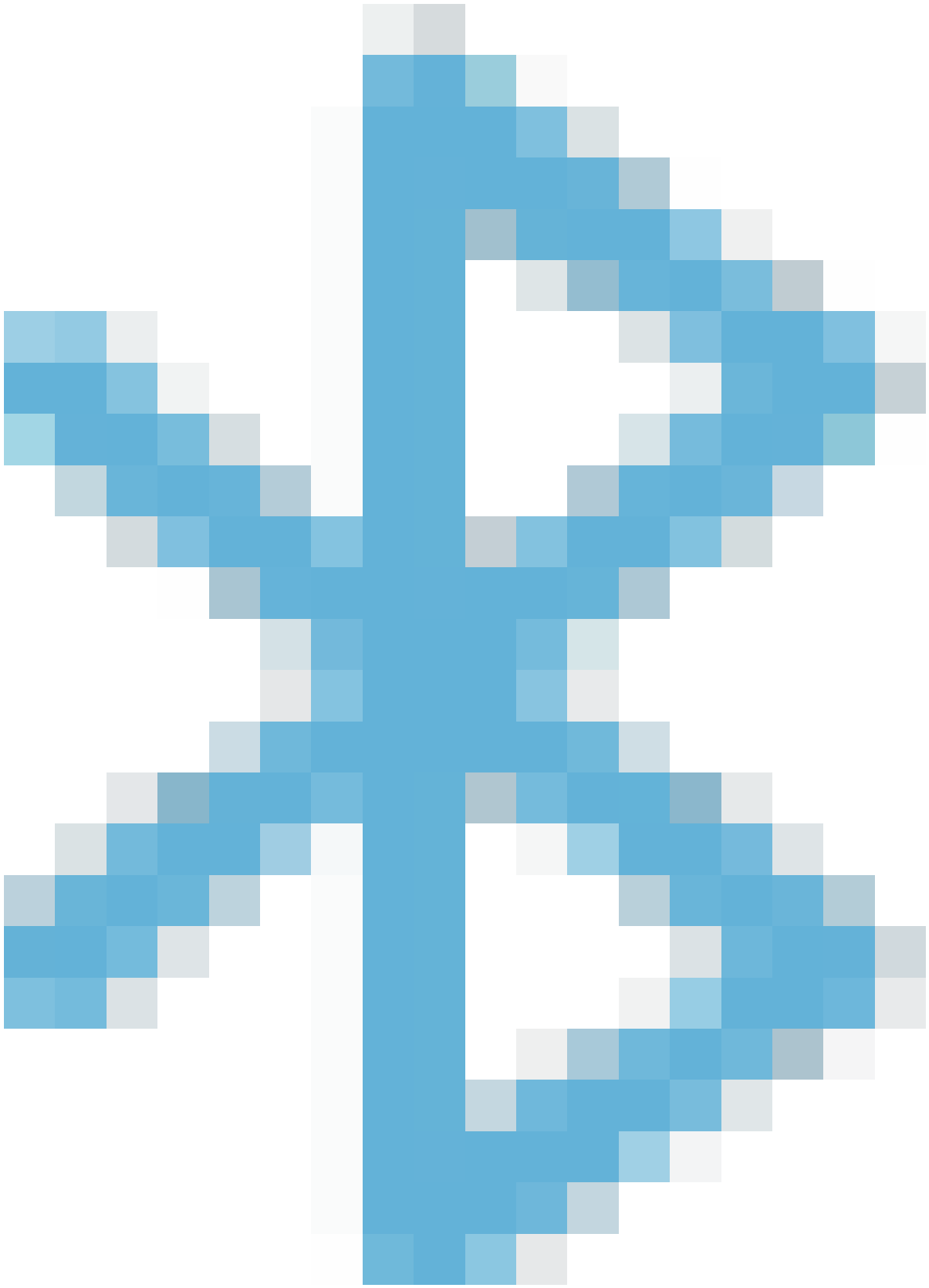
after the desired Bluetooth-enabled device phone name.

g. Tap **OK**.

- For CP965 phones:

  a. Do one of the following:

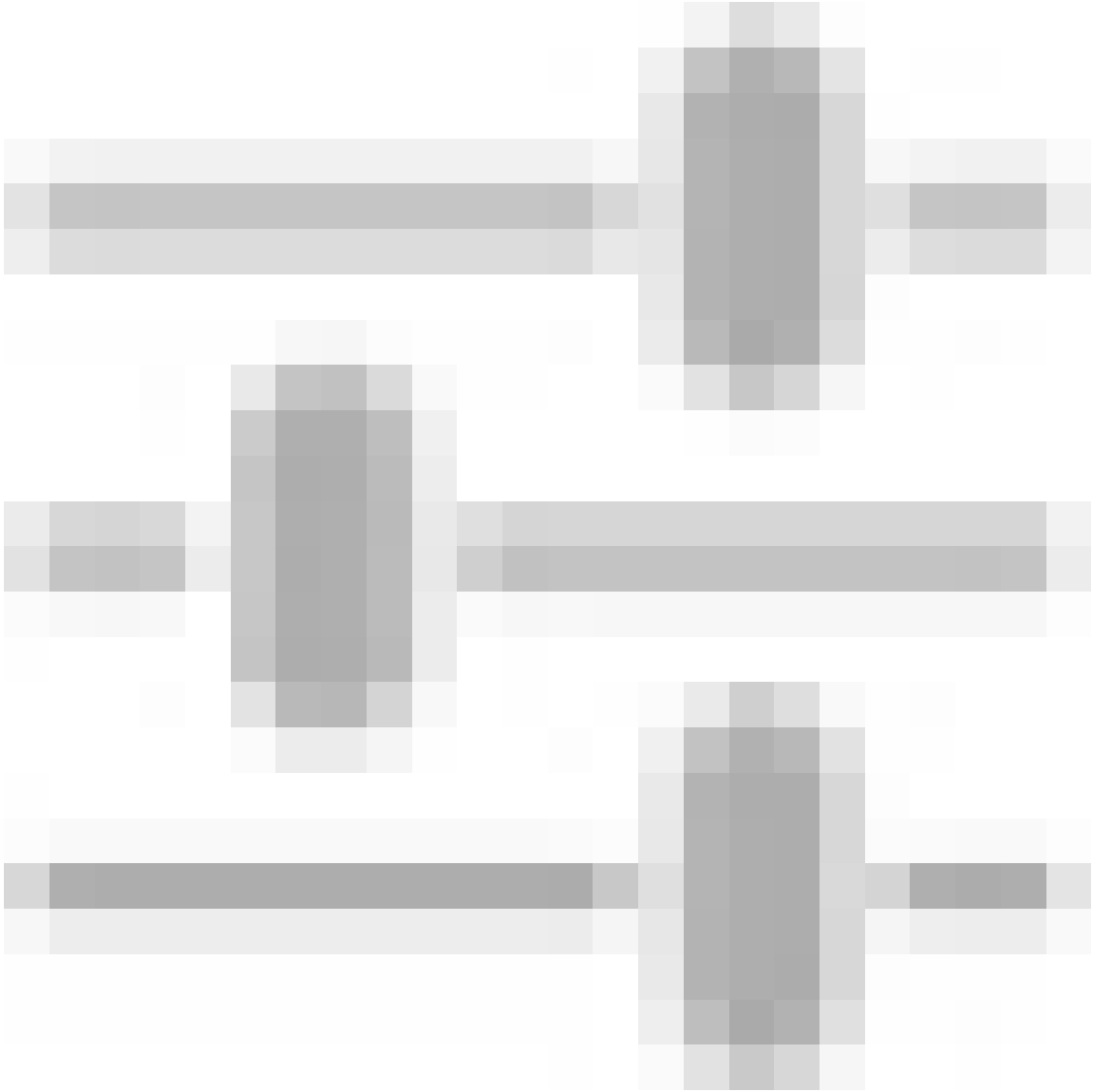
  - Tap



.

- Swipe down from the top of the screen, then long-tap **Bluetooth**.
- Go to **More** > **Settings** > **Basic** > **Bluetooth**.
- *The phone screen shows the paired and connected.*

b. Tap



after the desired Bluetooth-enabled device's phone name.

c. Tap **OK**.

Disconnect Bluetooth Device

You can disconnect your Bluetooth device from your phone. When you disconnect a Bluetooth device, it remains paired, and you can reconnect it to your phone.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Bluetooth** > **Paired Bluetooth Device**.
     - Go to **Menu** > **Basic** > **Bluetooth**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth** > **Paired Bluetooth Device**.

  b. Select the connected Bluetooth device and select **Disconnect**.
  c. For T48U/T48S/T48G/T57W phones, tap the connected Bluetooth device.

> You can quickly disconnect your Bluetooth headset by turning your headset off.

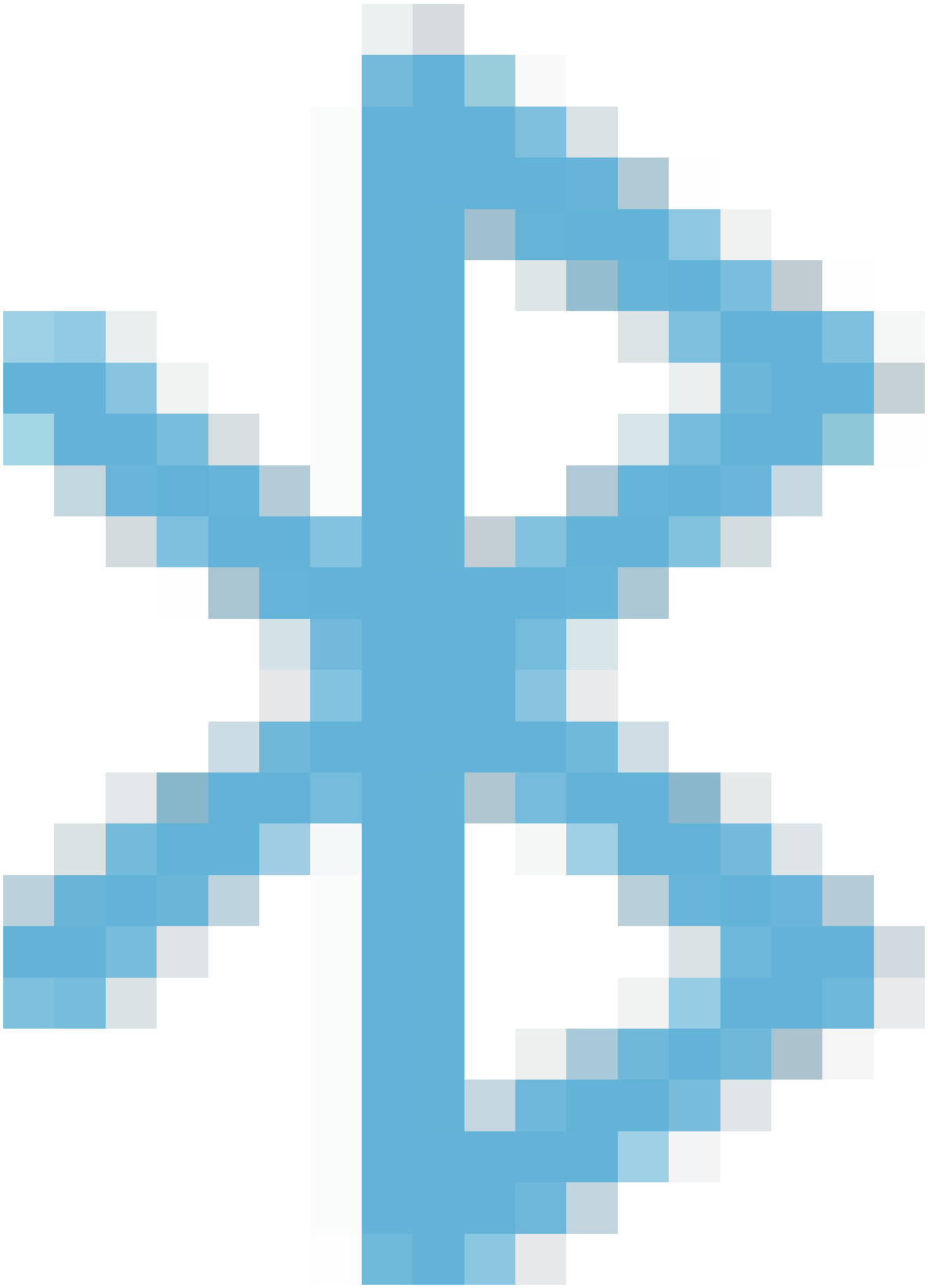
- For VP59/T58A/T58W phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Bluetooth**.
  c. Select the desired device, and then select **Disconnect**.
  d. Tap **OK**.
- For T88W (Pro)/T88V Pro phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Bluetooth**.
  c. Tap

after the desired Bluetooth-enabled mobile phone name.

d. Select **Disconnect**.

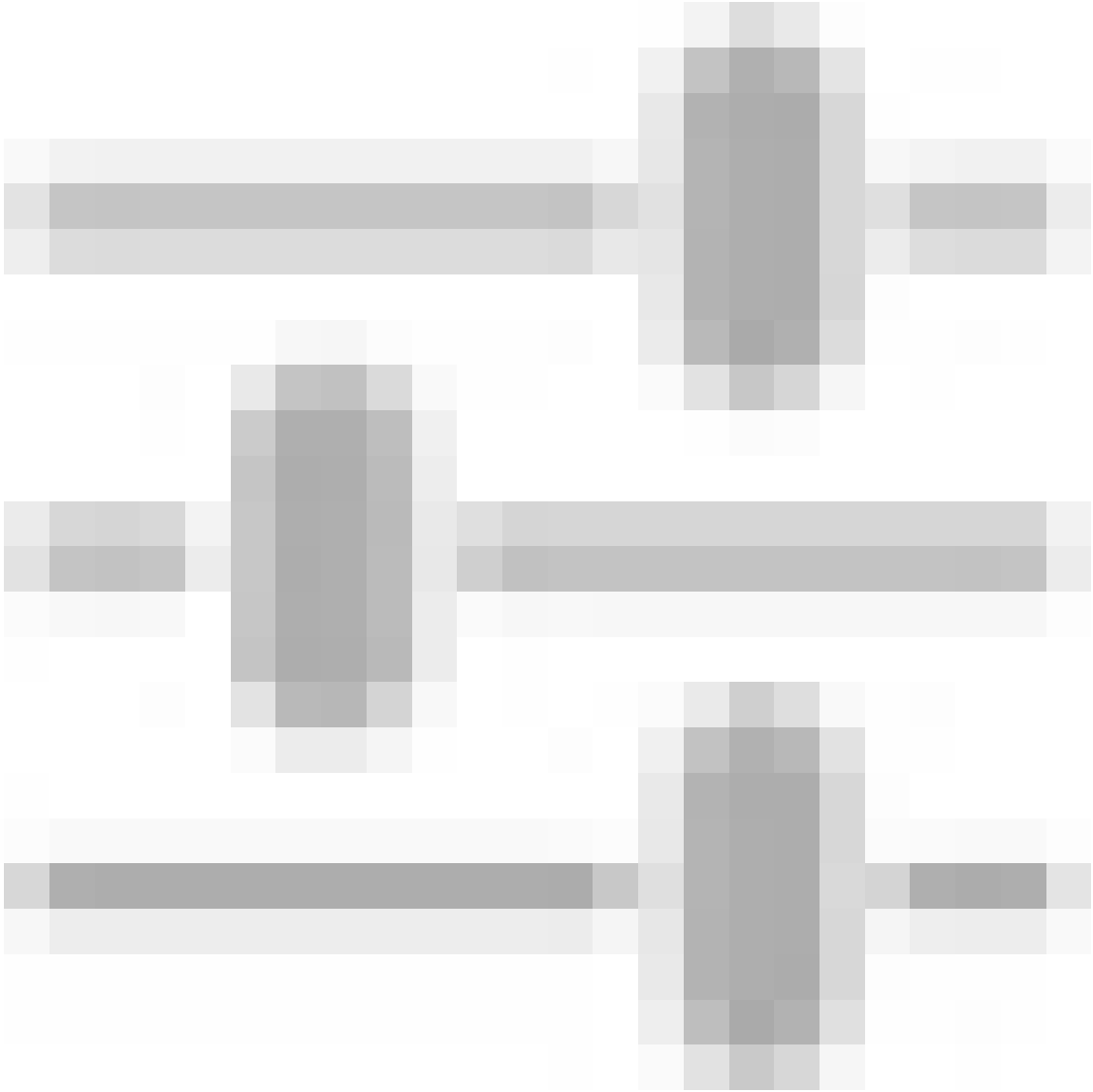
- For CP925/CP935W phones:

  a. Tap



.

b. Tap



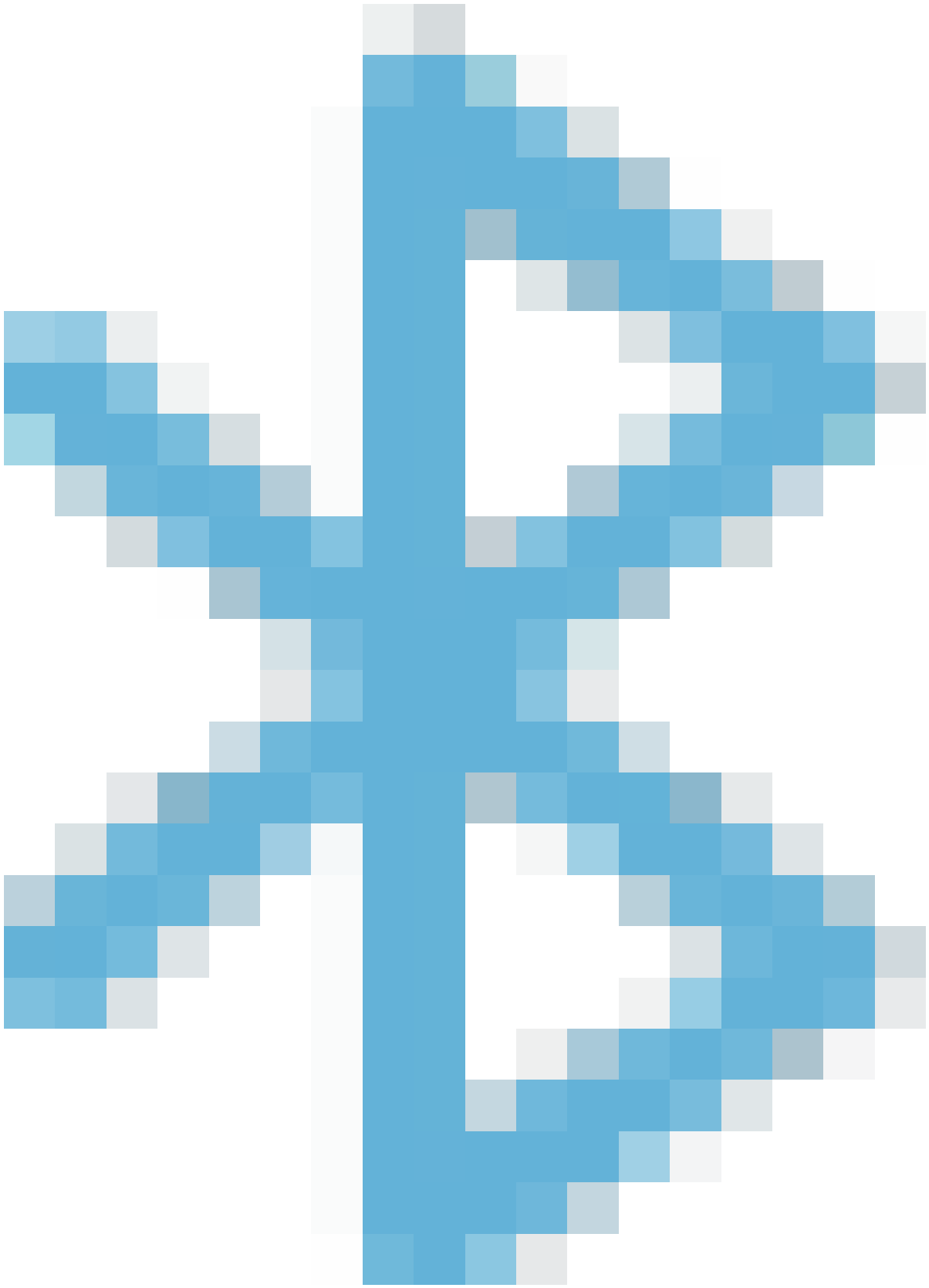
after the desired Bluetooth-enabled device phone name.

c. Tap **OK**.

- For CP965 phones:

  a. Do one of the following:

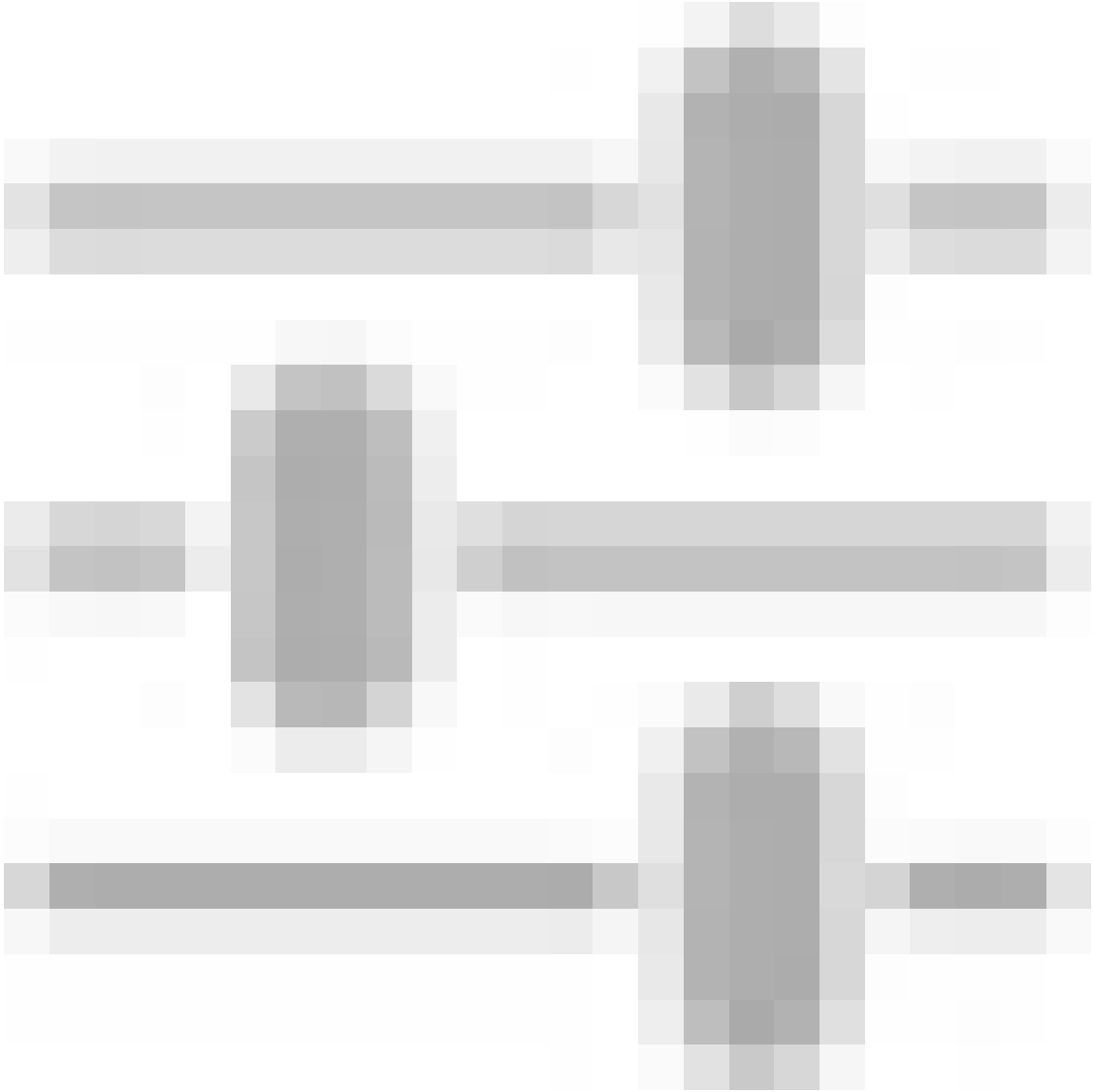
  - Tap



.

- Swipe down from the top of the screen, then long-tap **Bluetooth**.
- Go to **More** > **Settings** > **Basic** > **Bluetooth**.
- *The phone screen shows the paired and connected.*

b. Tap



after the desired Bluetooth-enabled device's phone name.

c. Tap **OK**.

Deactivate Bluetooth Mode

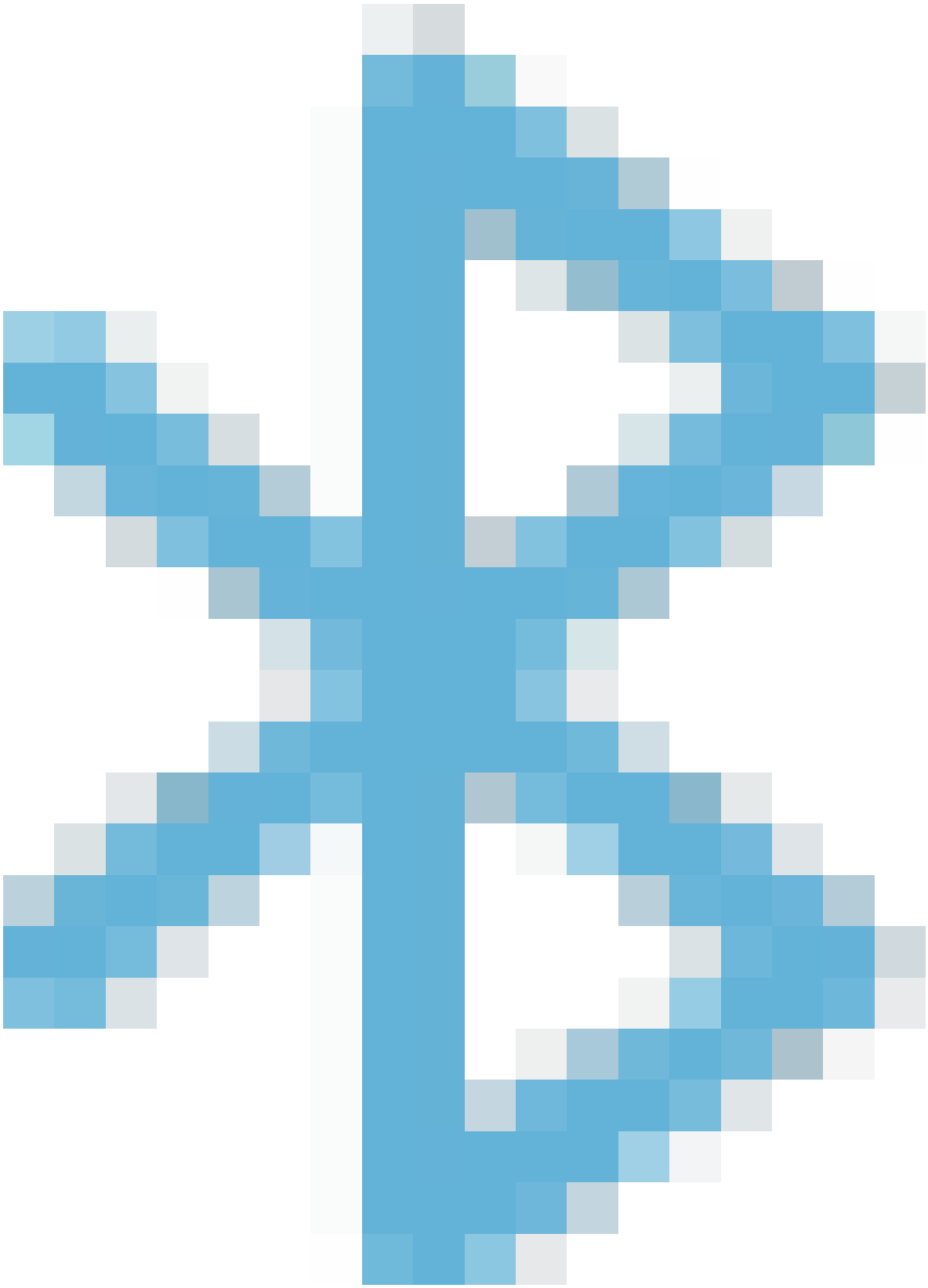
After you deactivate the Bluetooth mode, the Bluetooth device will disconnect from your phone, but it remains paired, and you can reconnect it to your phone.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Bluetooth**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Bluetooth**.

  b. Select **Off** from the **Bluetooth** field.
  c. Select **Save**.
- For VP59/T58A/T58W phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Bluetooth**.
  c. Turn off the **Bluetooth**.
  d. *The Bluetooth icon disappears from the status bar.*
- For T88W (Pro)/T88V Pro phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Bluetooth**.
  c. Turn off the **Bluetooth**.
  d. *The Bluetooth icon disappears from the status bar.*
- For CP925/CP935W phones:
  a. Tap



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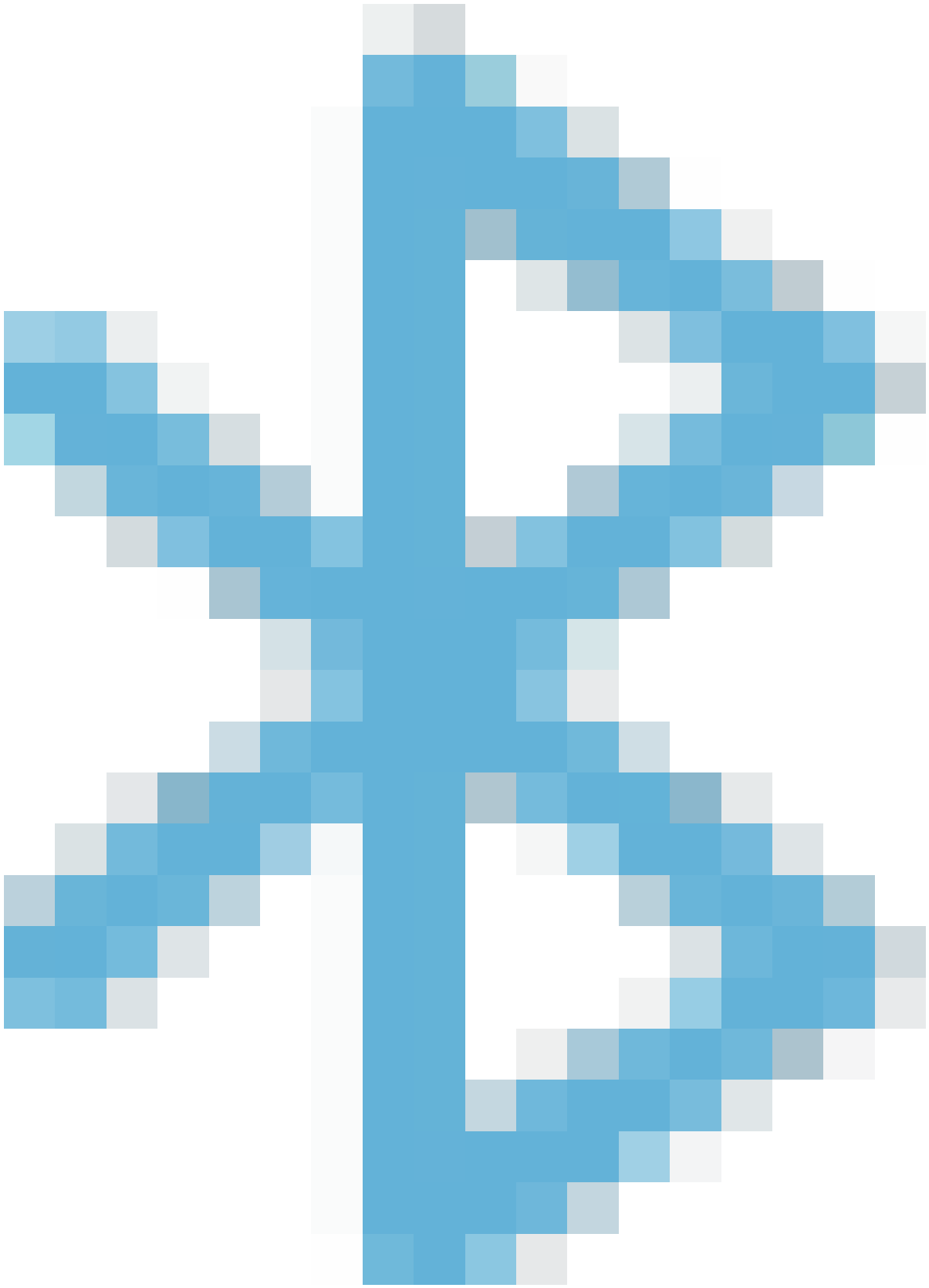
b. Turn off the **Bluetooth**.

c. *The Bluetooth icon disappears from the status bar.*

- For CP965 phones:

  a. Do one of the following:

  - Tap



.

- Swipe down from the top of the screen.
- From the home screen, go to **More** > **Settings** > **Basic** > **Bluetooth**.

b. Turn off the **Bluetooth**.

c. *The Bluetooth icon disappears from the status bar.*

Configure Phone Audio Feature

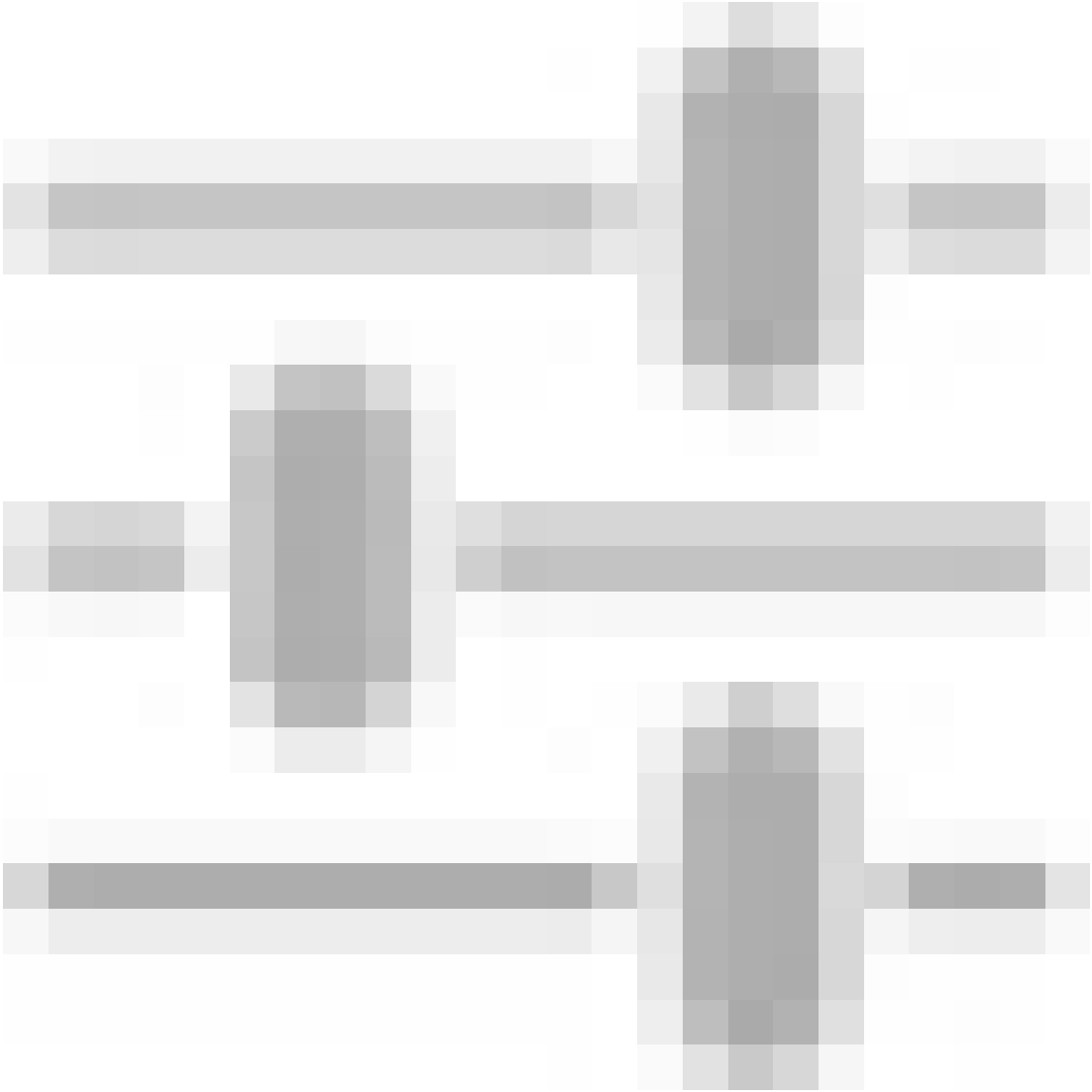
After syncing the mobile contacts to your phone, the phone acts as a hands-free device for your mobile phone. The call is made through your mobile phone, but the audio is present, and the call control is done by the phone.

If a Bluetooth headset is connected to the phone, you can choose to answer a call using the Bluetooth headset.

Procedure

Do one of the following:

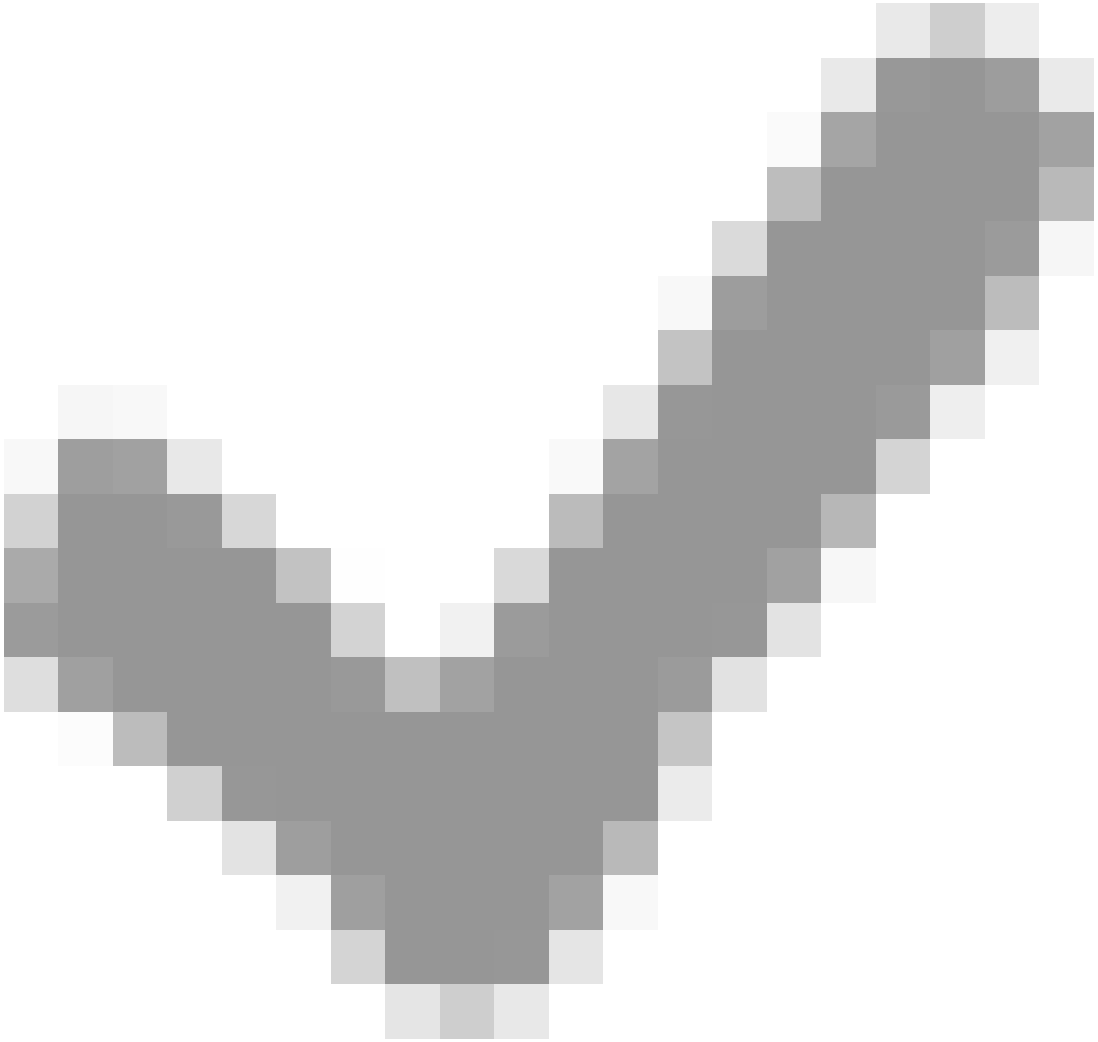
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Bluetooth**.
  c. Select



after the desired Bluetooth device name.

d. Turn on **Phone audio**.

e. Select



.

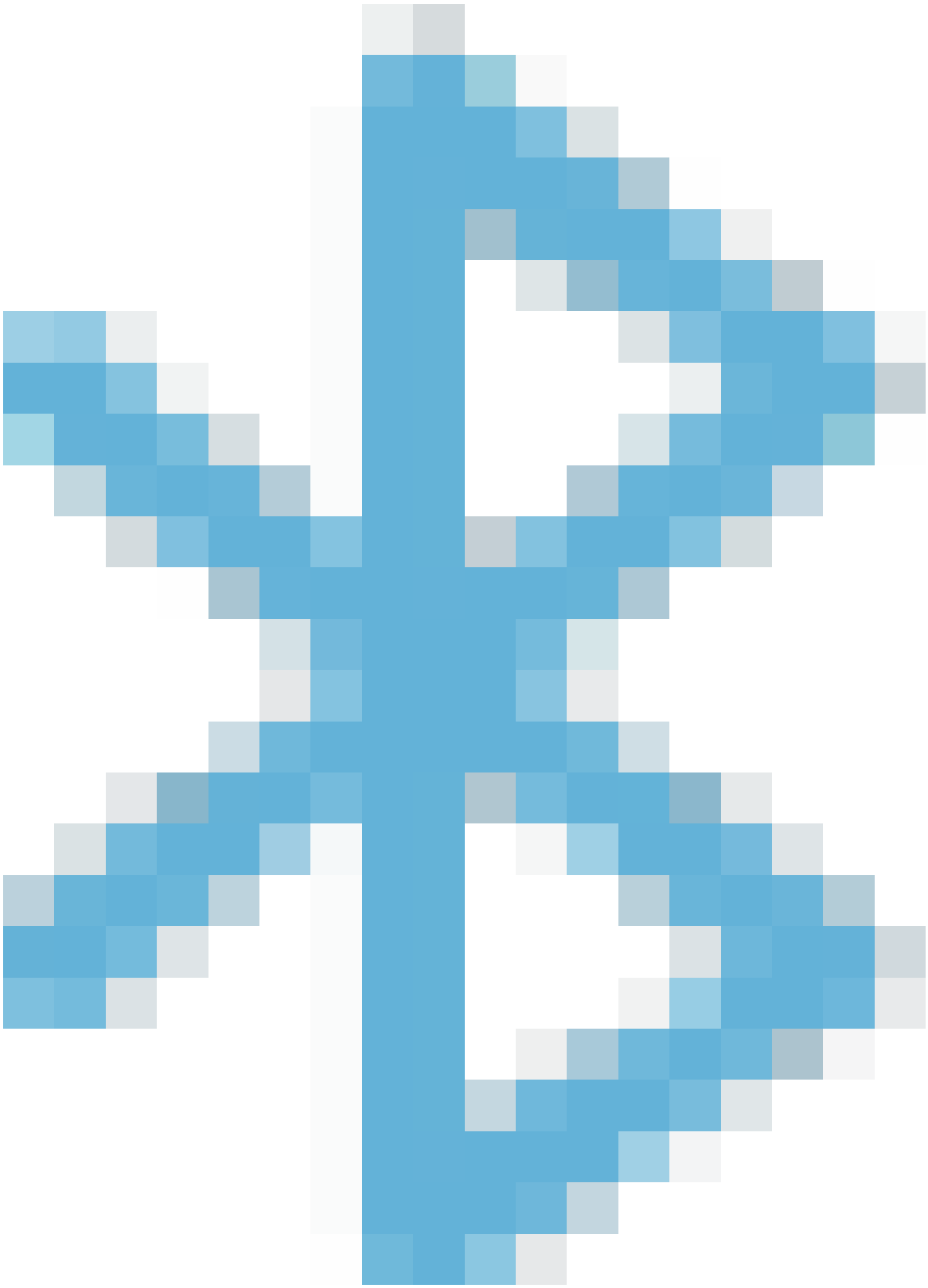
- For T88W (Pro)/T88V Pro phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Bluetooth**.
  c. Tap

after the desired Bluetooth-enabled mobile phone name.

d. Turn on **Phone audio**.

- For CP925/CP935W phones:

  a. Tap



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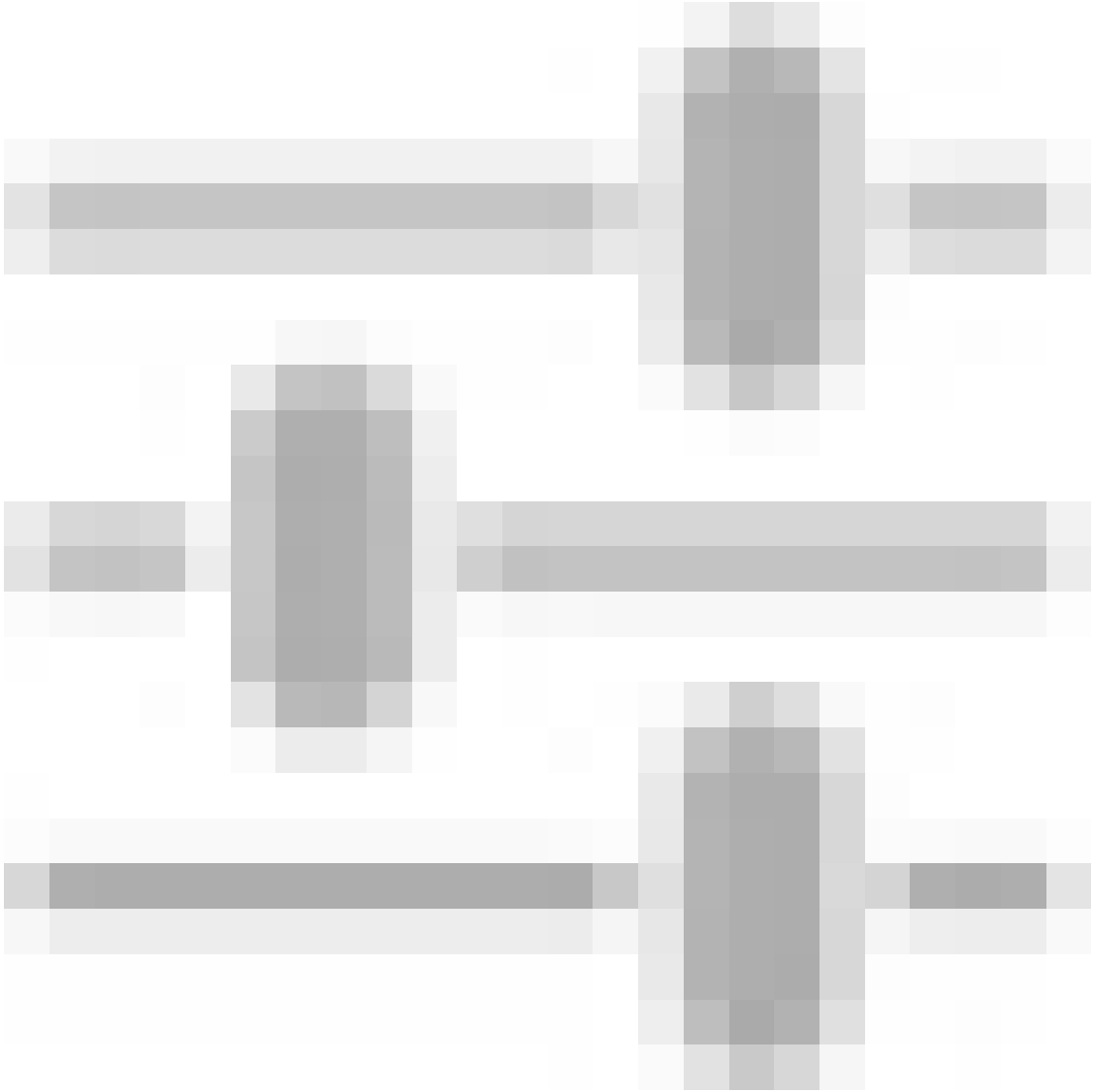
b. Tap



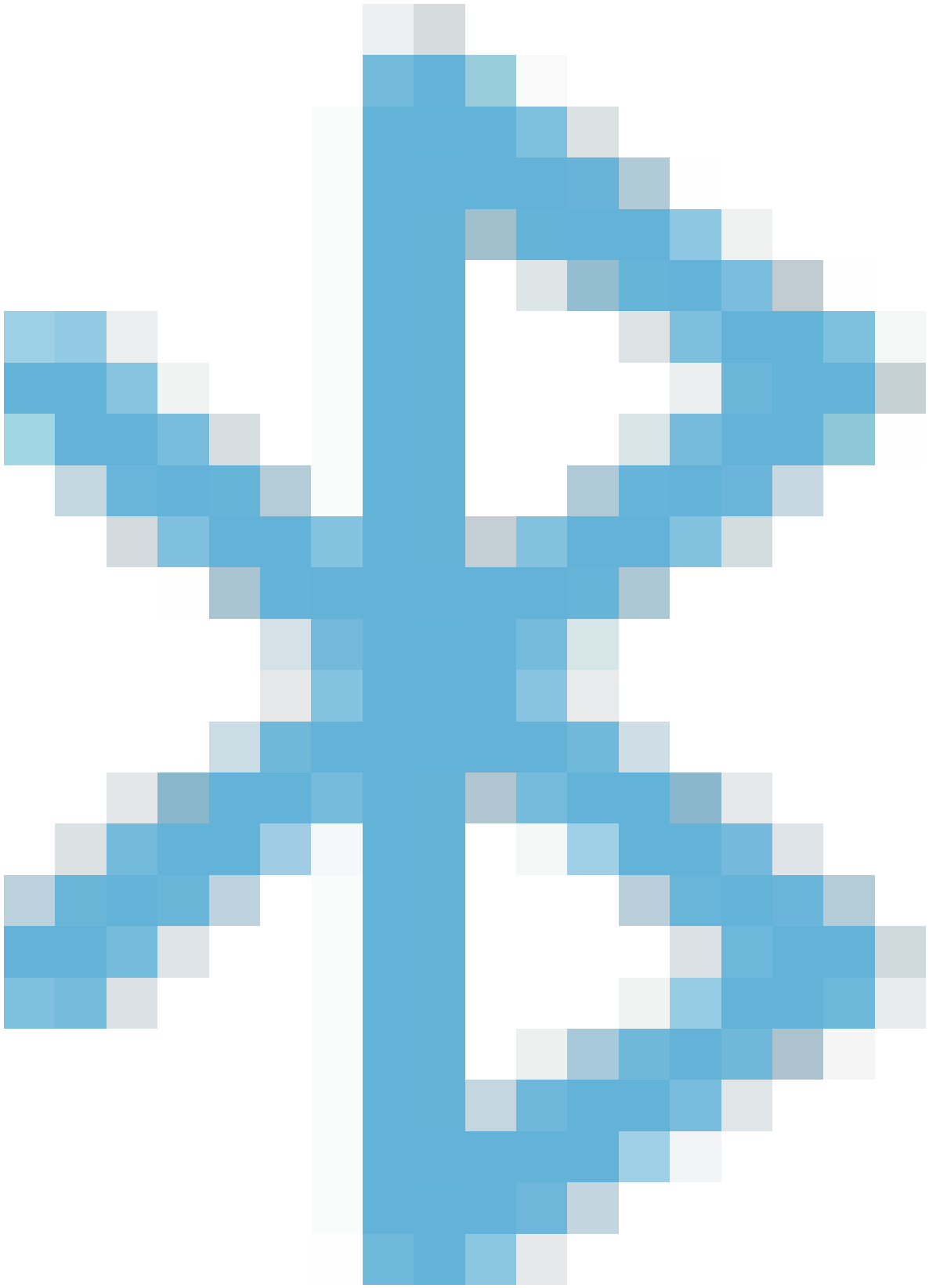
after the desired Bluetooth-enabled device's phone name.

c. Turn on **Phone audio**.

- For CP965 phones:

  a. Do one of the following:

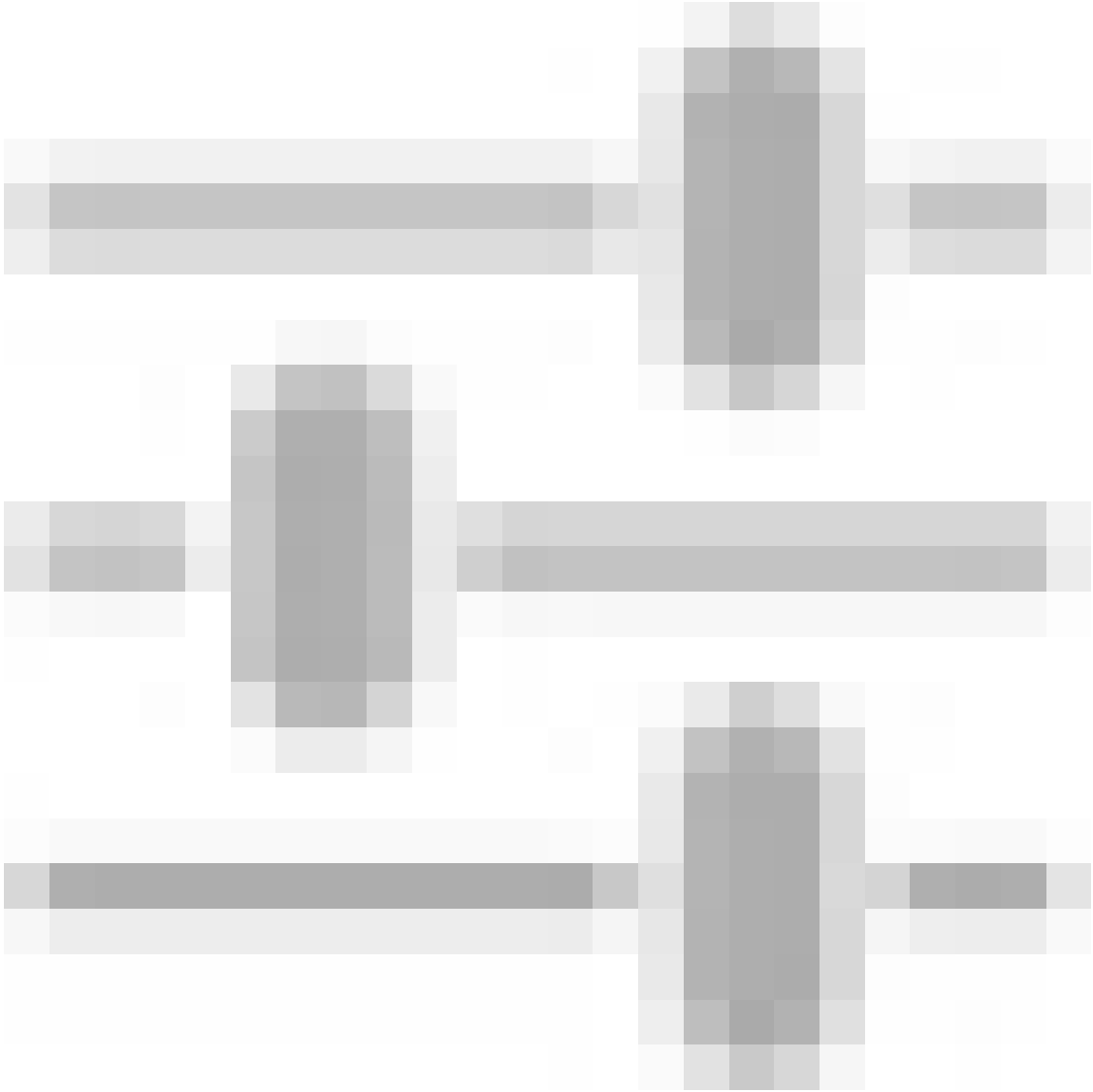
  - Tap



.

- Swipe down from the top of the screen, then long-tap **Bluetooth**.
- Go to **More** > **Settings** > **Basic** > **Bluetooth**.
- *The phone screen shows the paired and connected.*

b. Tap



after the desired Bluetooth-enabled device's phone name.

c. Turn on **Phone audio**.

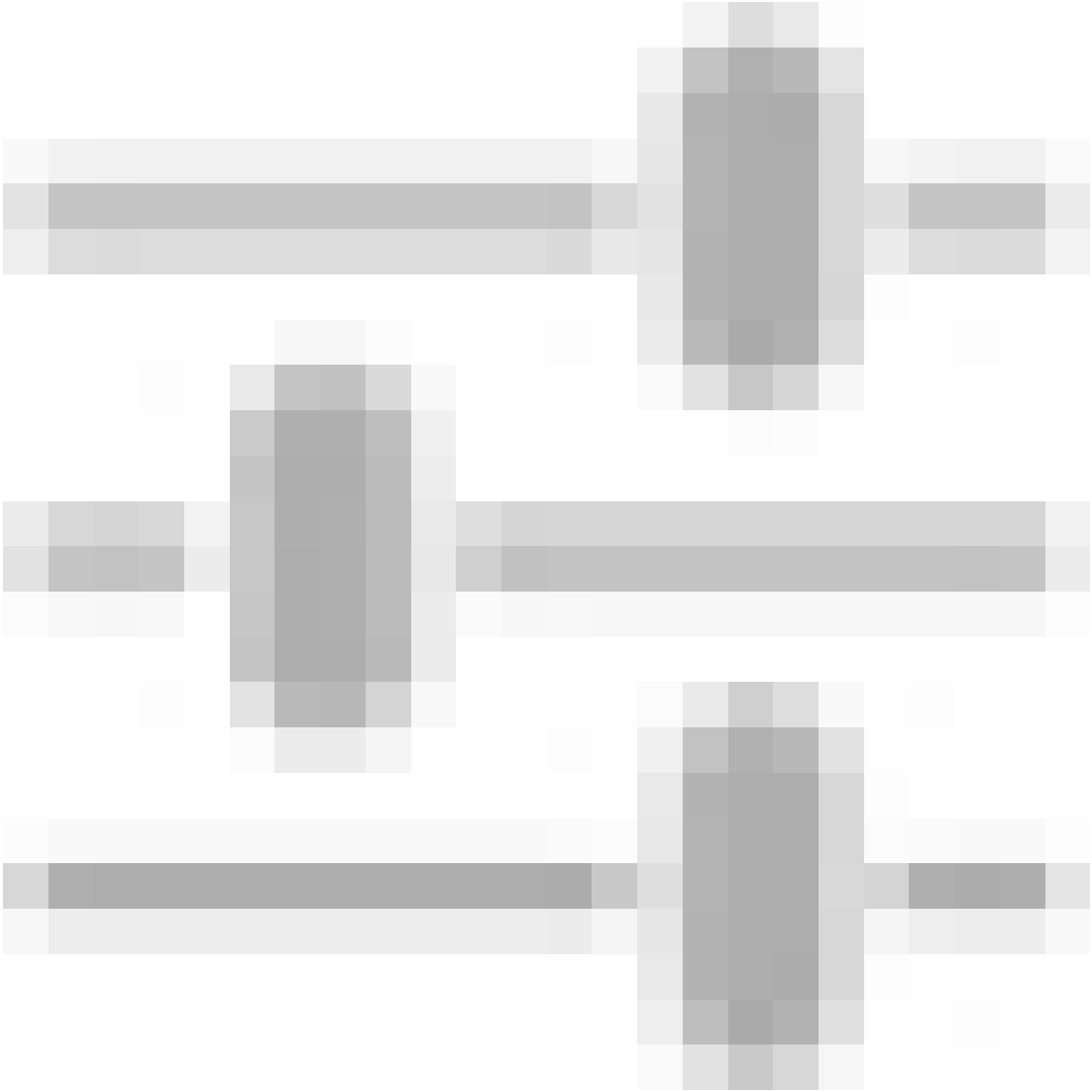
Configure Media Audio Feature

If a Bluetooth headset is connected to the phone, you can enable the media audio feature to stream the audio from IP phone to Bluetooth headset. The Bluetooth headset acts as the player for the SIP phone.

Procedure

Do one of the following:

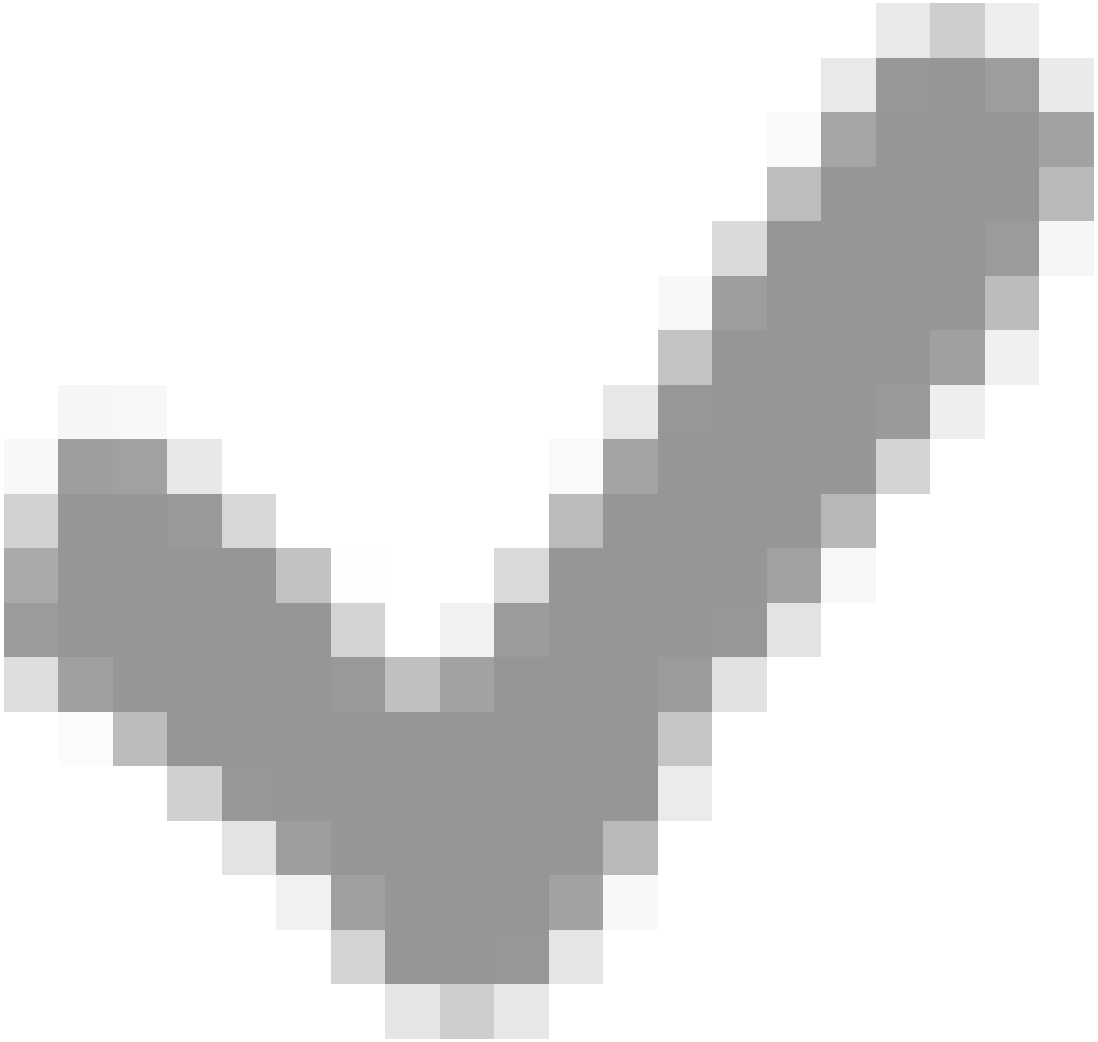
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Bluetooth**.
  c. Select



after the desired Bluetooth device name.

d. Turn on the **Media audio**.

e. Select



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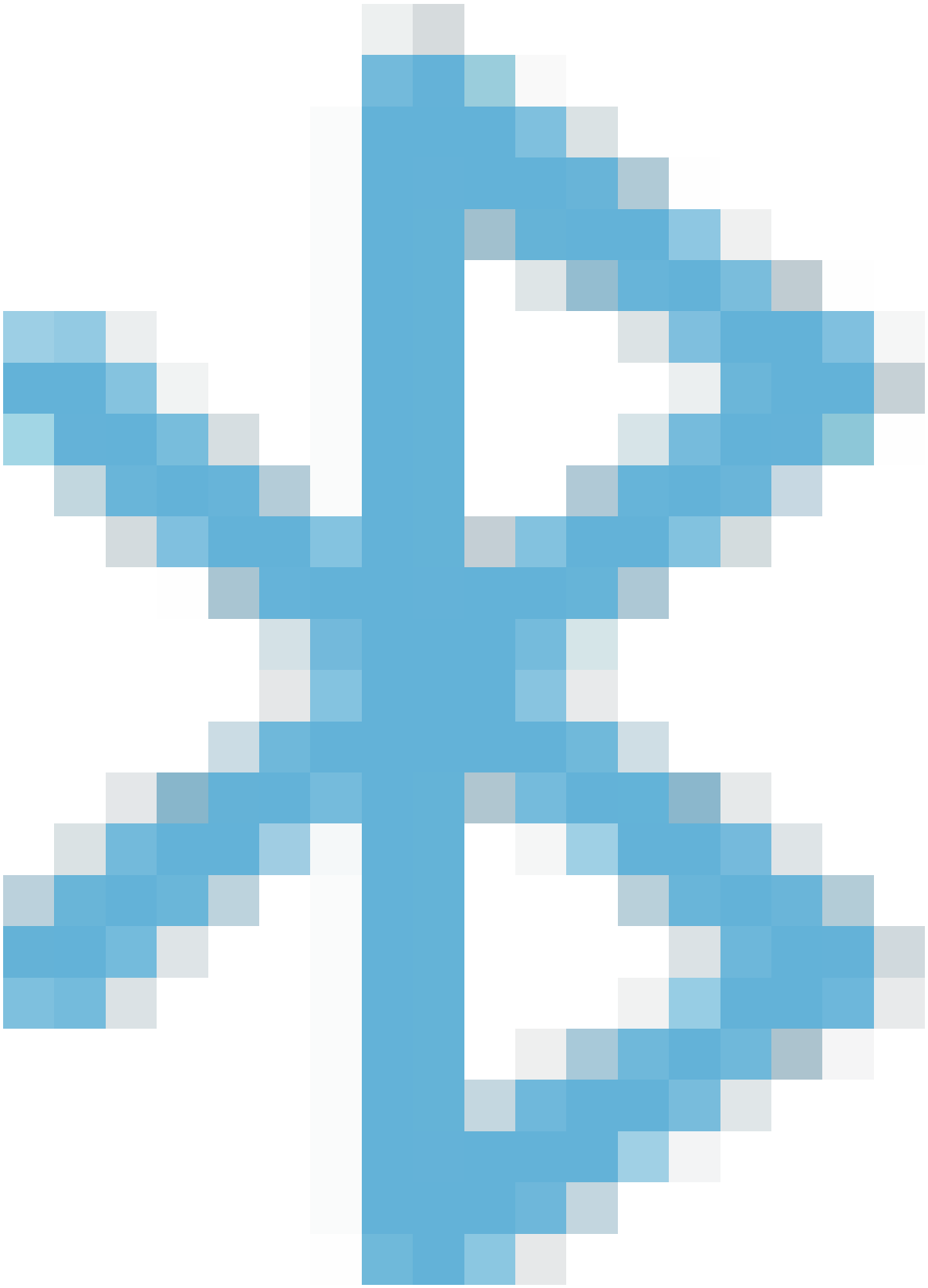
- For T88V Pro phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Bluetooth**.
  c. Tap

after the desired Bluetooth-enabled mobile phone name.

d. Turn on the **Media audio**.

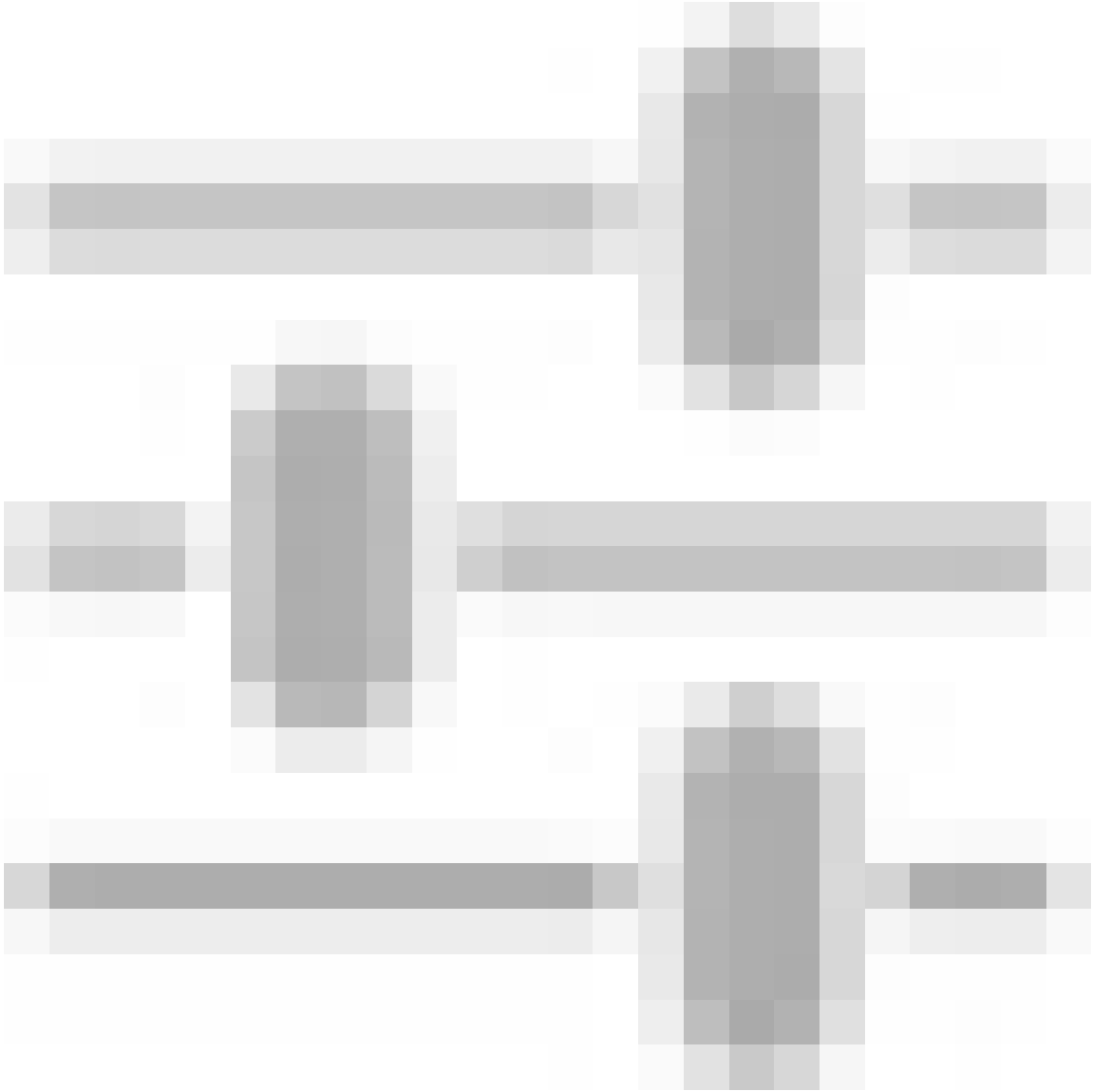
- For CP925/CP935W phones:

  a. Tap



.

b. Tap



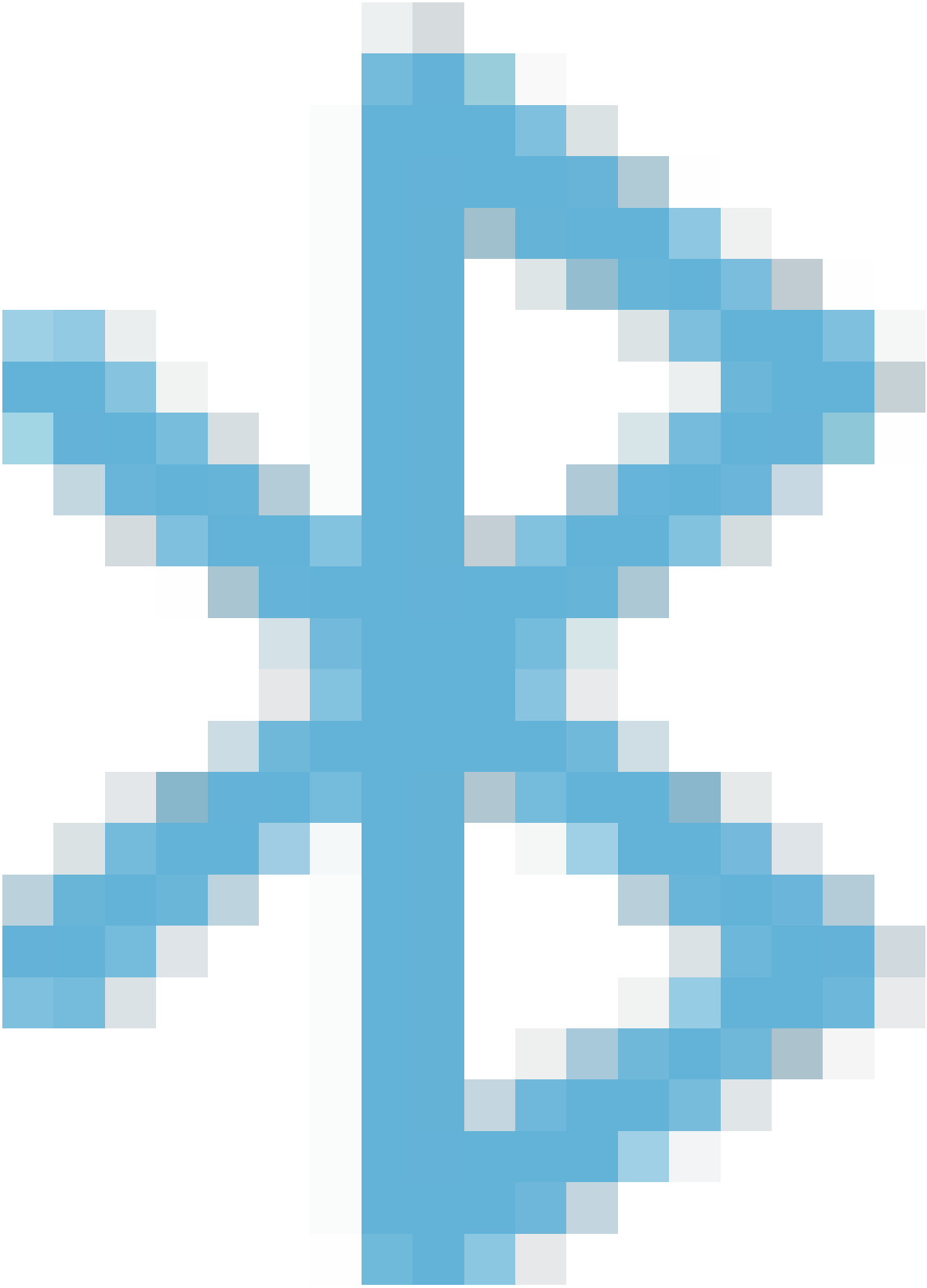
after the desired Bluetooth-enabled device's phone name.

c. Turn on **Media audio**.

- For CP965 phones:

  a. Do one of the following:

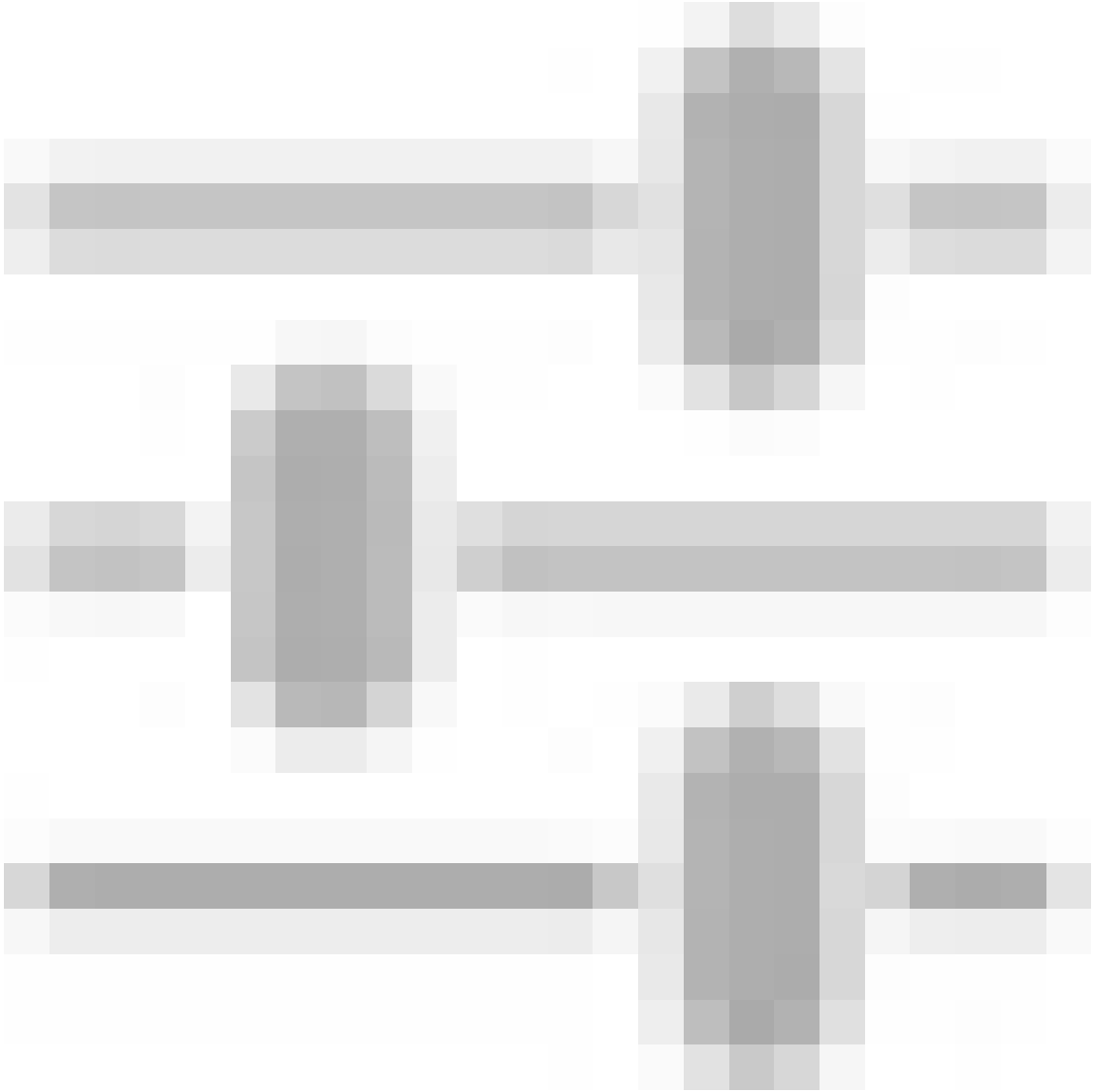
  - Tap



.

- Swipe down from the top of the screen, then long-tap **Bluetooth**.
- Go to **More** > **Settings** > **Basic** > **Bluetooth**.
- *The phone screen shows the paired and connected.*

b. Tap



after the desired Bluetooth-enabled device phone name.

c. Turn on the **Media audio**.

Bluetooth Device Discovery Feature

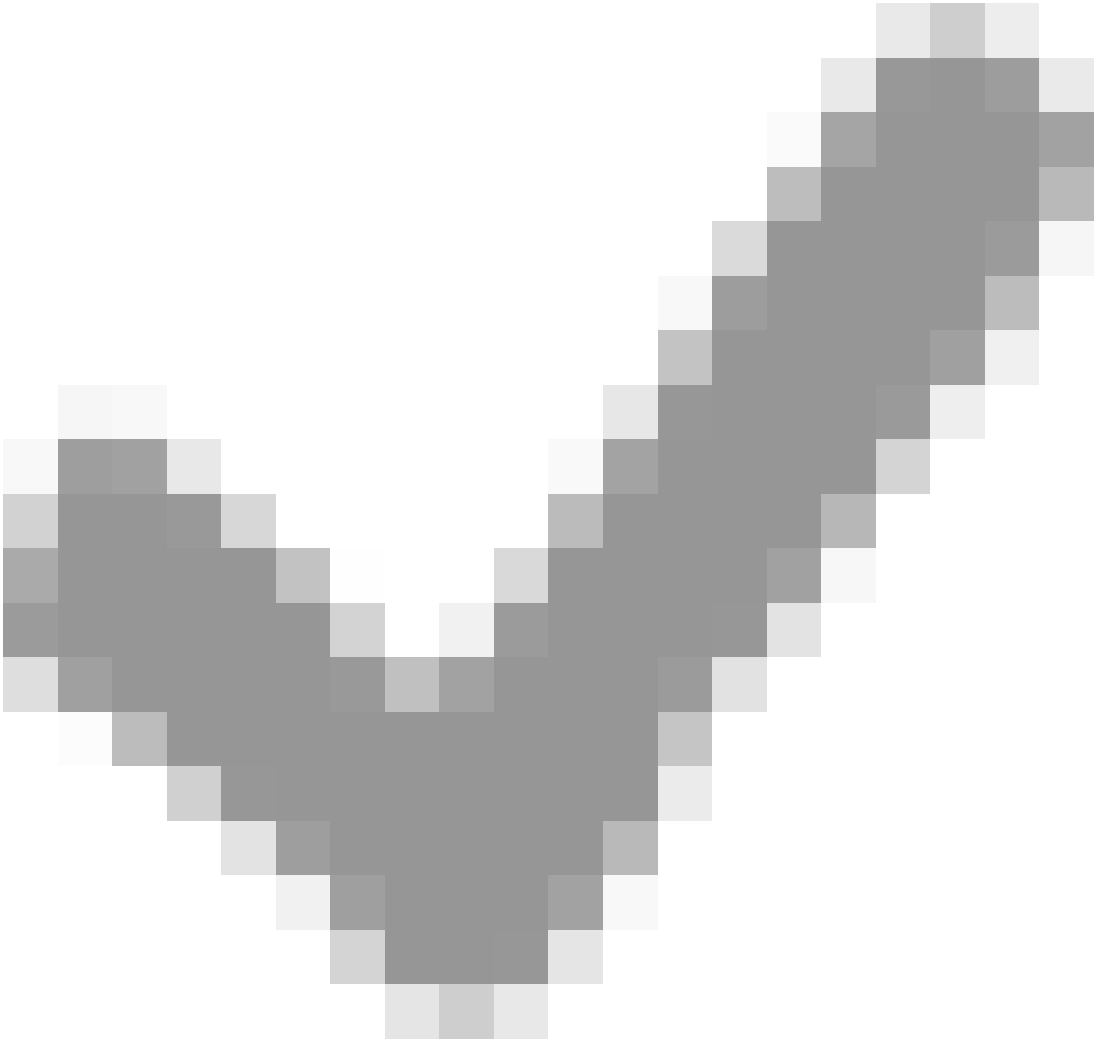
You can enable or disable Bluetooth device discovery. If you make your phone discoverable to other Bluetooth devices, other Bluetooth devices can scan and find your IP phone.

Before You Begin

Make sure that the Bluetooth mode is activated.

Procedure

- For VP59/T58A/T58W phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Bluetooth** > **Edit My Device Information**.
  c. Enable/disable **Open Discover**.
  d. Select



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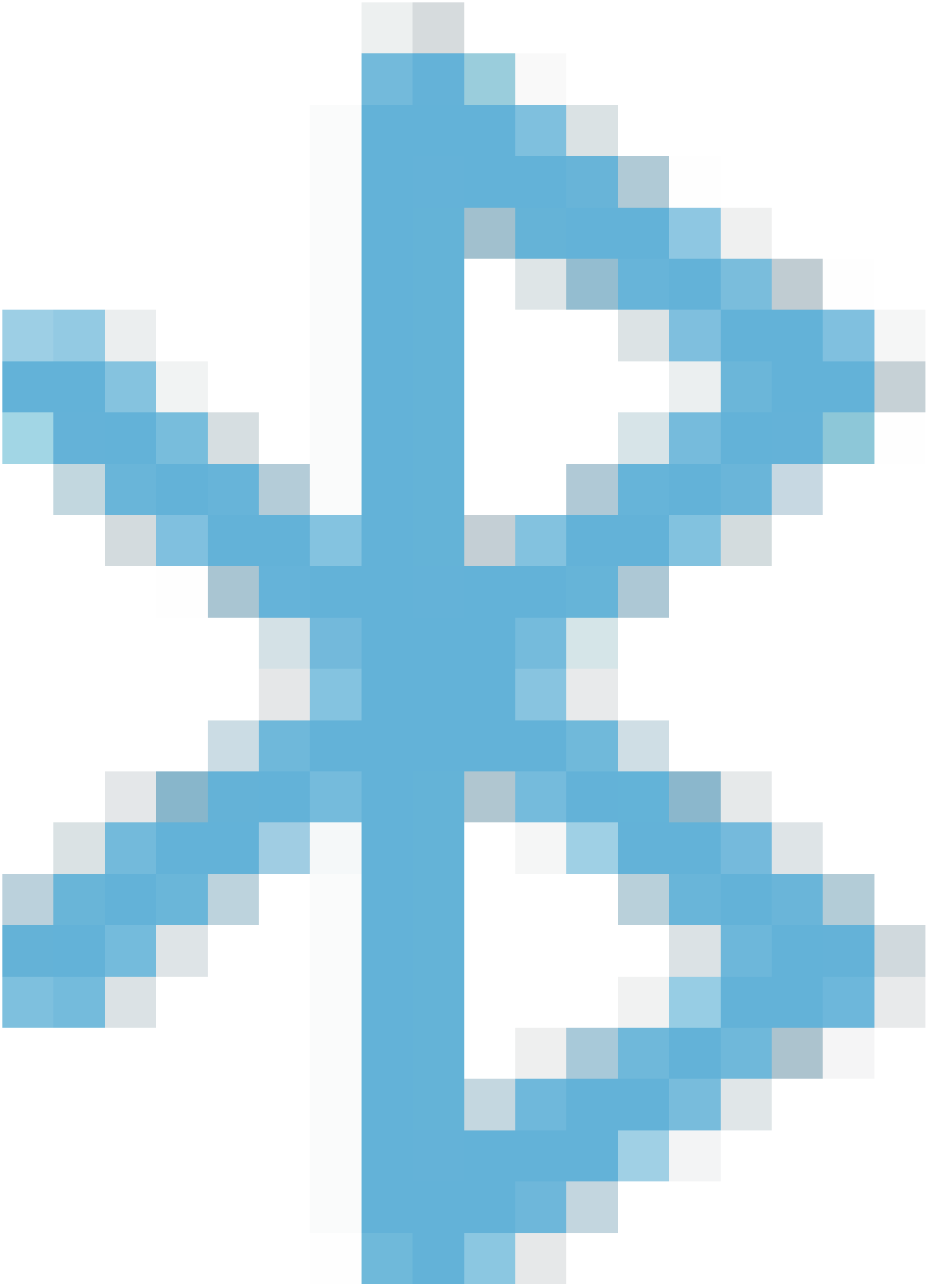
- For T88W (Pro)/T88V Pro phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Bluetooth**.
  c. Enable/disable **Open Detection**.
- For CP925/CP935W/CP965 phones:
  a. Do one of the following:
    - Swipe down from the top of the screen.

- Tap

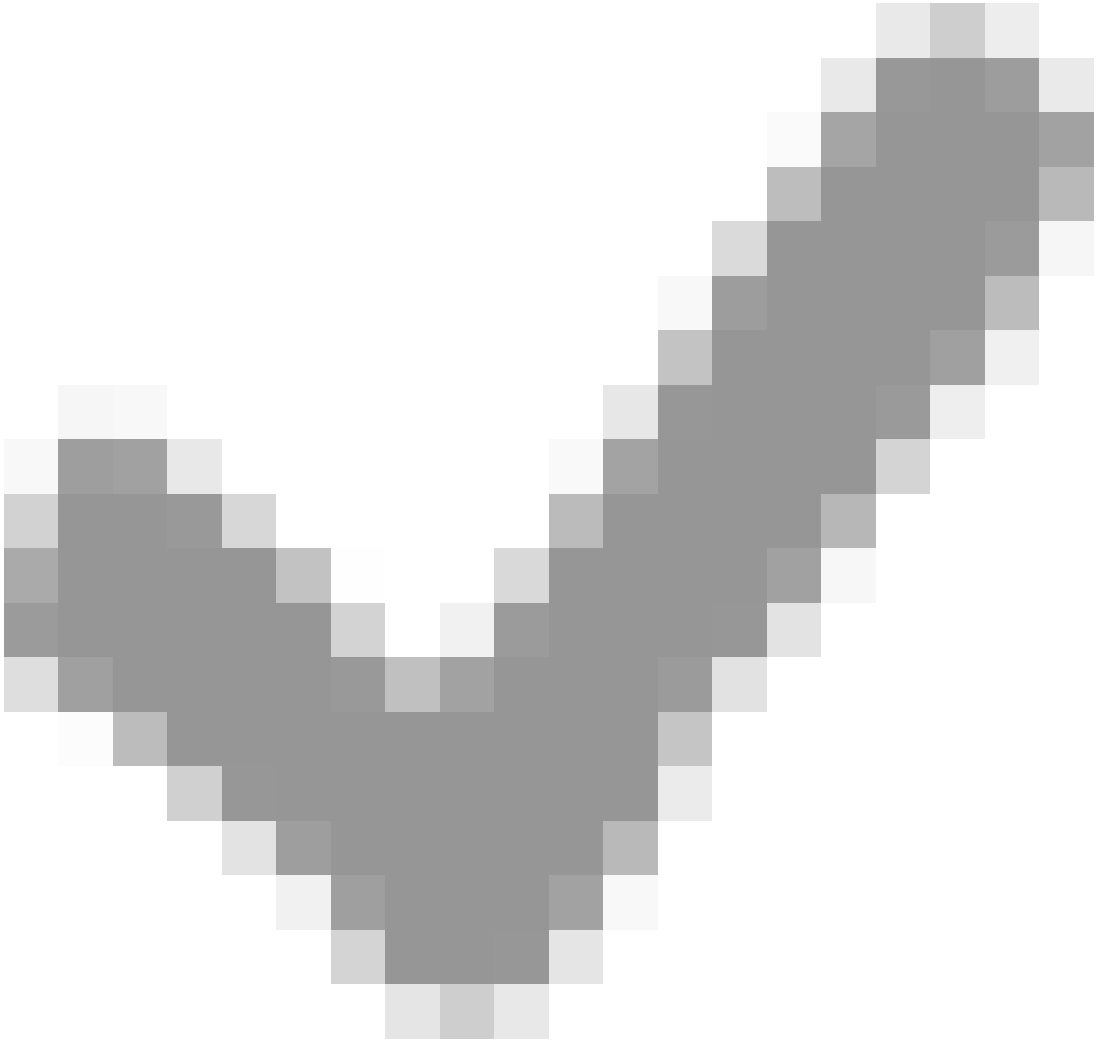


.

- Go to **More** > **Basic** > **Bluetooth** > **Edit My Device Information** or **More** > **Settings** > **Basic** > **Bluetooth** > **Edit My Device Information**.

b. Enable/disable **Open Discover**.

c. Select



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Rename Paired Bluetooth Device

You can rename the paired Bluetooth device to make it more easily recognized.

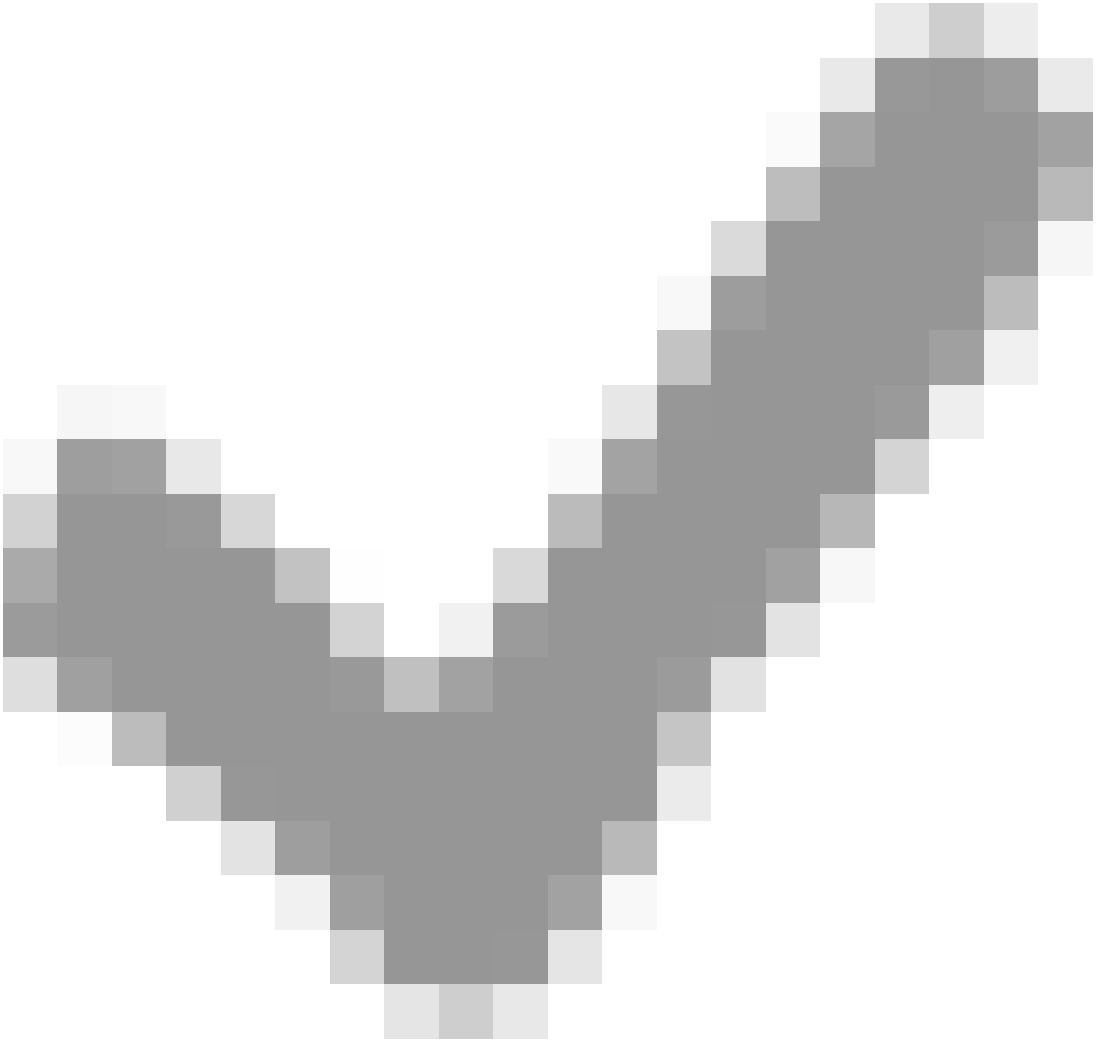
Procedure

1. Swipe left or right to go to the second idle screen.
2. Go to **Settings** > **Basic Settings** > **Bluetooth** or **Settings** > **Bluetooth**.
3. *The phone screen shows the paired and connected Bluetooth device.*
3. Tap

/

after the connected Bluetooth device name.

4. Enter the desired device name in the **Rename**/**Device Name** field.
5. Tap



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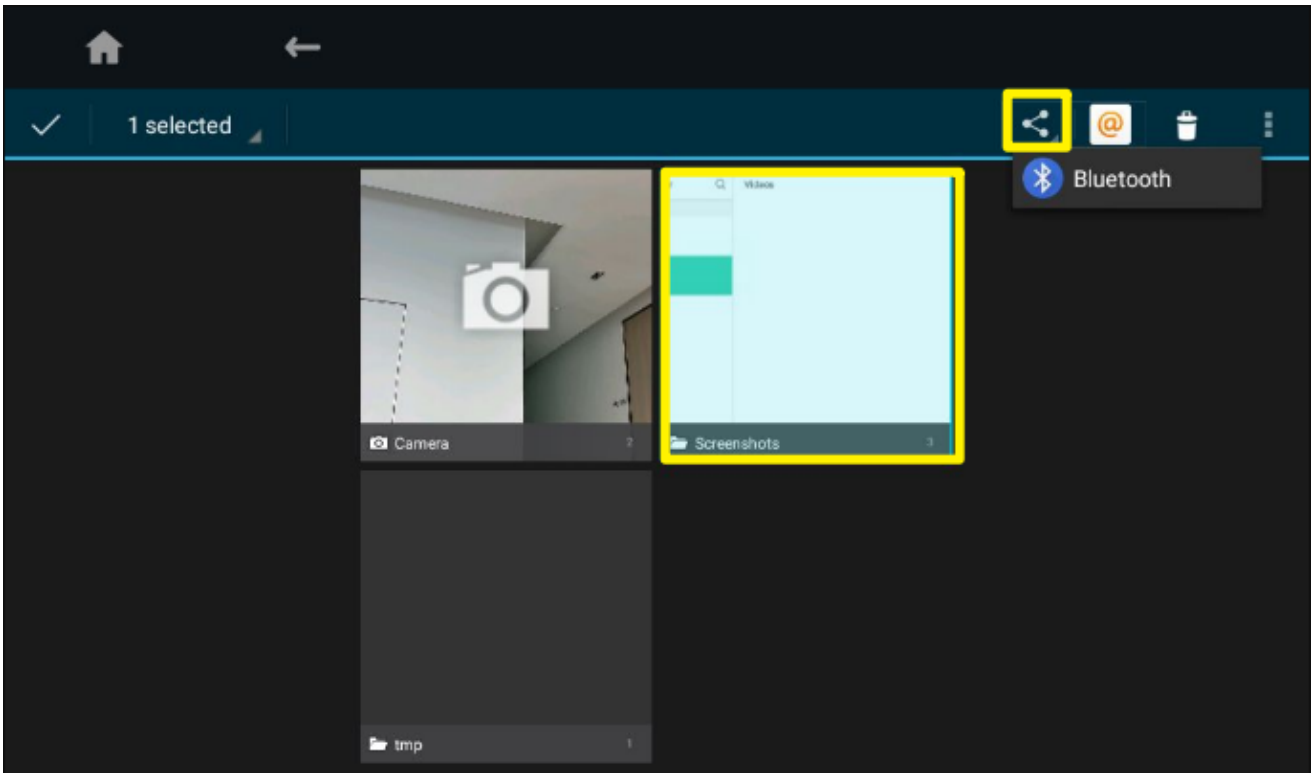
*The renamed Bluetooth name will be displayed in the **PAIRED DEVICES** list on your phone. The Bluetooth device name displayed in the scanning list of other devices will not be changed.*

Send Files via Bluetooth

You can use the **Gallery** or **File Manager** to share pictures, videos, or audio with an available Bluetooth device in your area.



Receive Files via Bluetooth

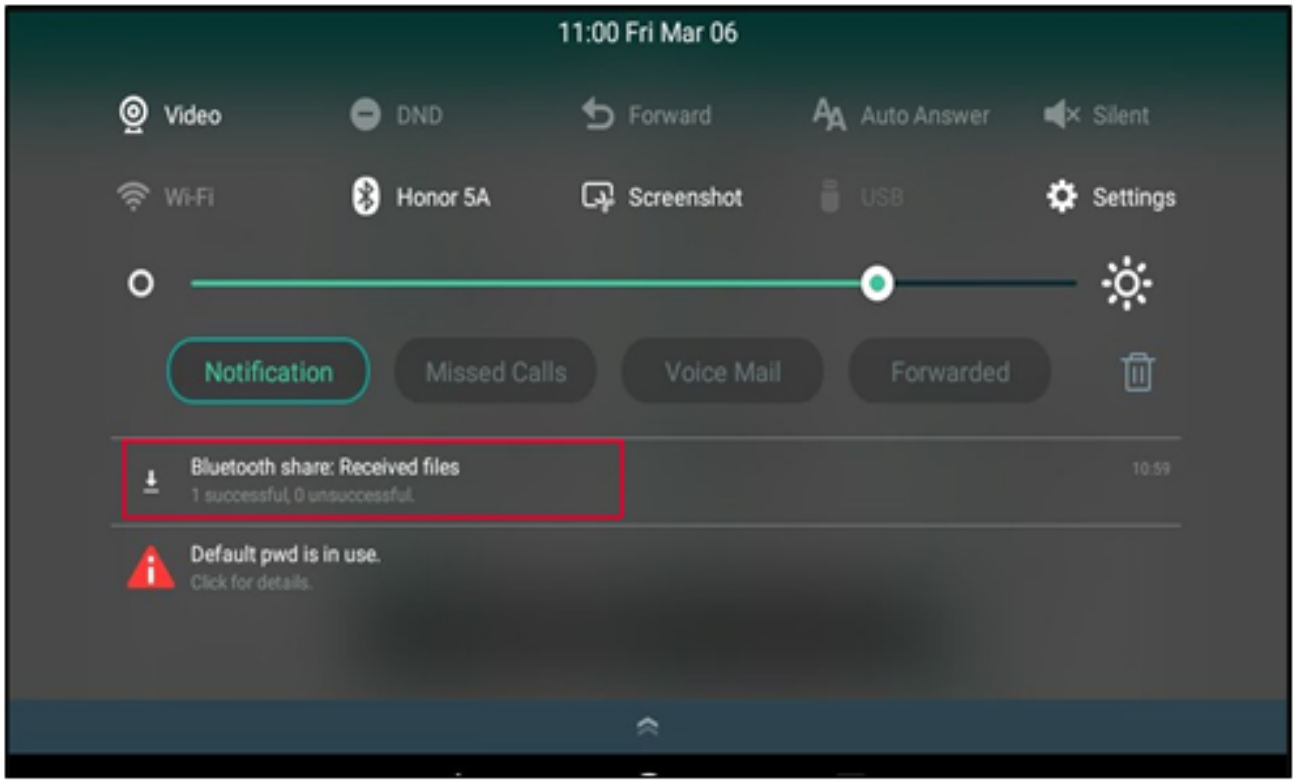
The available Bluetooth devices in your area can share pictures, audio, videos, and documents with your phone. You can use the corresponding system application to view the files.

Procedure

1. Share a file from your phone to your Bluetooth device.
2. *The phone will play a notification sound, and the phone prompts you whether to accept the incoming file.*
2. Tap **Accept** to start receiving the file.
3. *The phone prompts "The file will be received. Check progress in the Notification panel." . The icon*

will be displayed in the status bar.

3. (Optional) Swipe down from the top of the screen.
4. *Tap the notification "Bluetooth share: Received files".*


11:00 Fri Mar 06
Video
DND
Forward
Auto Answer
Silent
Wi-Fi
Honor 5A
Screenshot
USB
Settings
Notification
Missed Calls
Voice Mail
Forwarded
Bluetooth share: Received files
1 successful, 0 unsuccessful.
10:59
Default pwd is in use.
Click for details.

Device Mode

Introduction

After entering Device Mode, you can use the phone as a peripheral for third-party UC meetings. When there is a meeting on the PC, you can use the phone's speaker and microphone.

Before You Begin

- Please make sure your PC has a USB-C port or an HDMI/USB-A Port.
- It is recommended to use the cables provided in the DeskVision A24 package (For Device Mode, it is recommended to use USB 2.0 or higher cables. USB cables designed for charging devices may not be able to transmit data).
- Only applicable to T73W/T74W/T85W/T87W/T88W phones.

Connect the PC to the phone

1. Do one of the following:

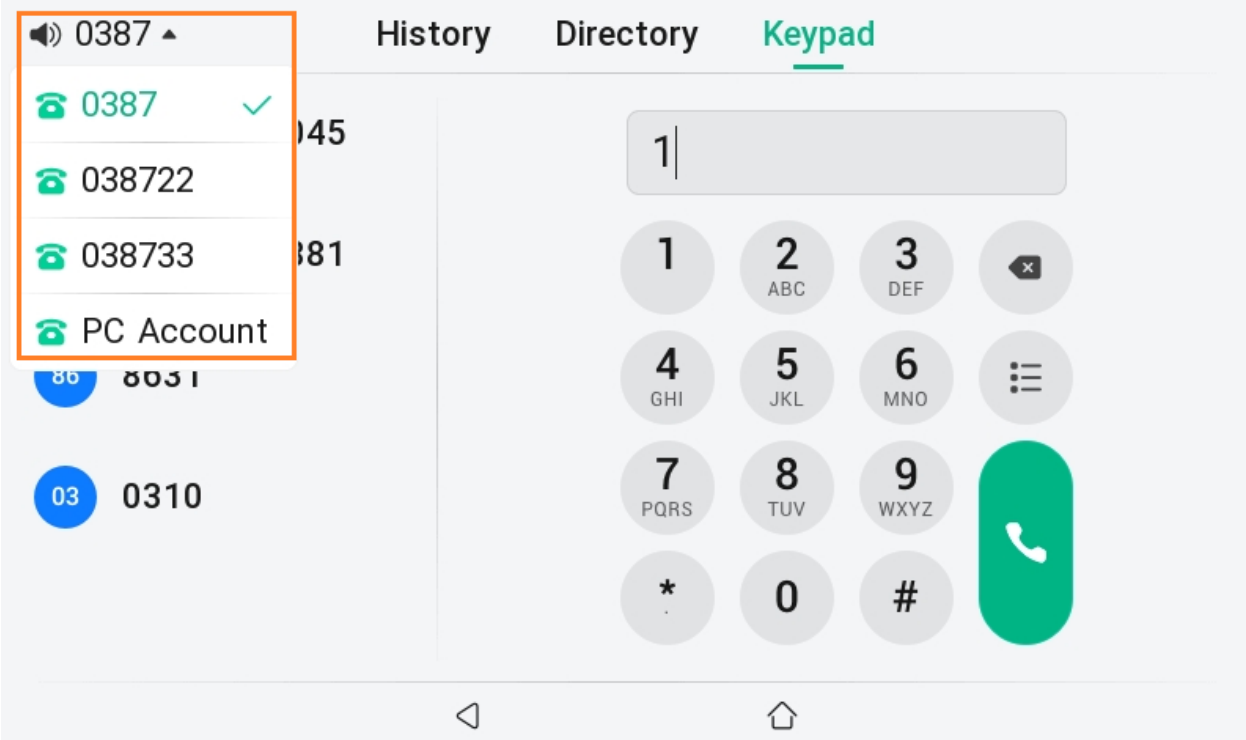
- For T85W/T87W/T88W: connect one end of the Type-C cable to the phone and the other end to the PC.
- For T73W/T74W: Connect the phone and BT51 via Bluetooth, and connect the BT51 to the PC.

After the cable or BT51 is connected, the **Device Mode** will be enabled automatically.

- The T85W/T87W/T88W phone prompts "PC Connected", and the "PC Account" will be displayed in the first idle line key.
- The T73W/T74W phone prompts "Connect PC Via Bluetooth?", select **OK**, and the "PC Account" will be displayed in the first idle linekey.

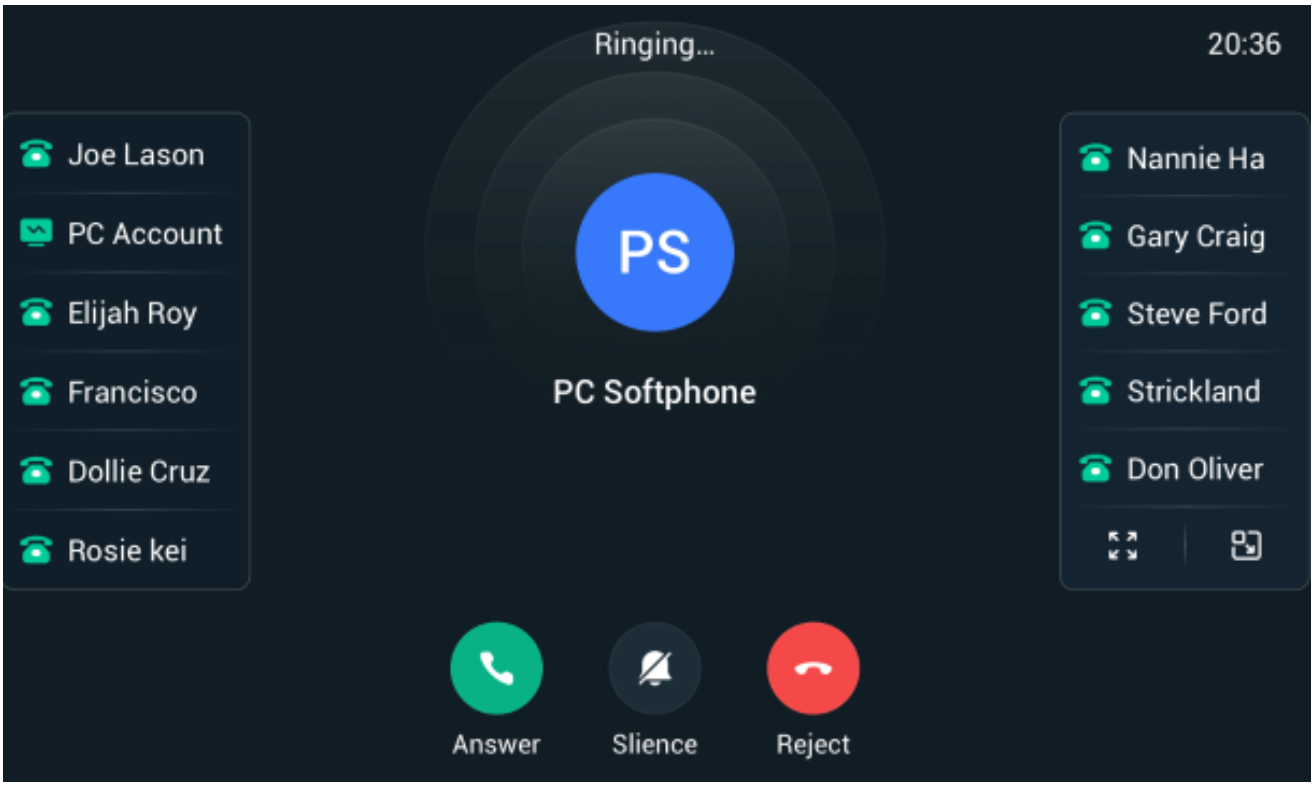
Place a Call

1. Tap the desired DSSkey, or directly enter the extension number and select PC Account to dial out, which will use the PC for dialing.



Answer a Call

When there is an incoming call on the PC, the phone can synchronize the incoming call status of the PC and display the incoming call information. (If there is no incoming call information, it will display the PC softphone.)



- Tap **Answer** to pick up the call; both the PC and the phone enter the call interface.
- Tap **Reject** to refuse the call; both the PC and the phone return to idle status.

Exit Device Mode

Unplug the cable or BT51.

Headset Settings

Introduction

You can set up your headset on the phone. The headsets that can be configured on the phone are UH34, UH37, WDD60+WH62/WH63, and BH7X.

> Supported devices: all phones except T53W, T54W, T57W, T42U, T43U, T46U, T48U, VP59, T58V (Version x.86.0.129 or later).

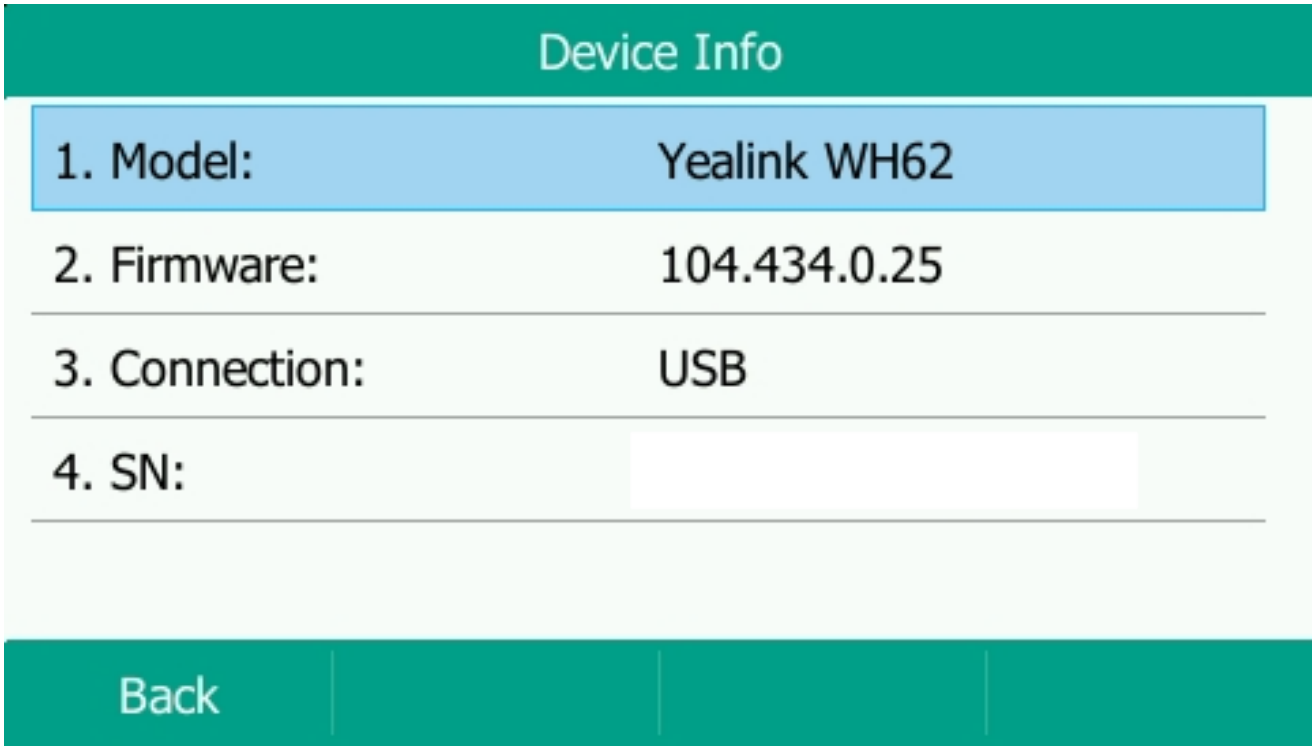
Before You Begin

Only the PC port can be used to configure the headset. Please make sure your phone is connected to your headset's PC port.

View your headset information

Procedure

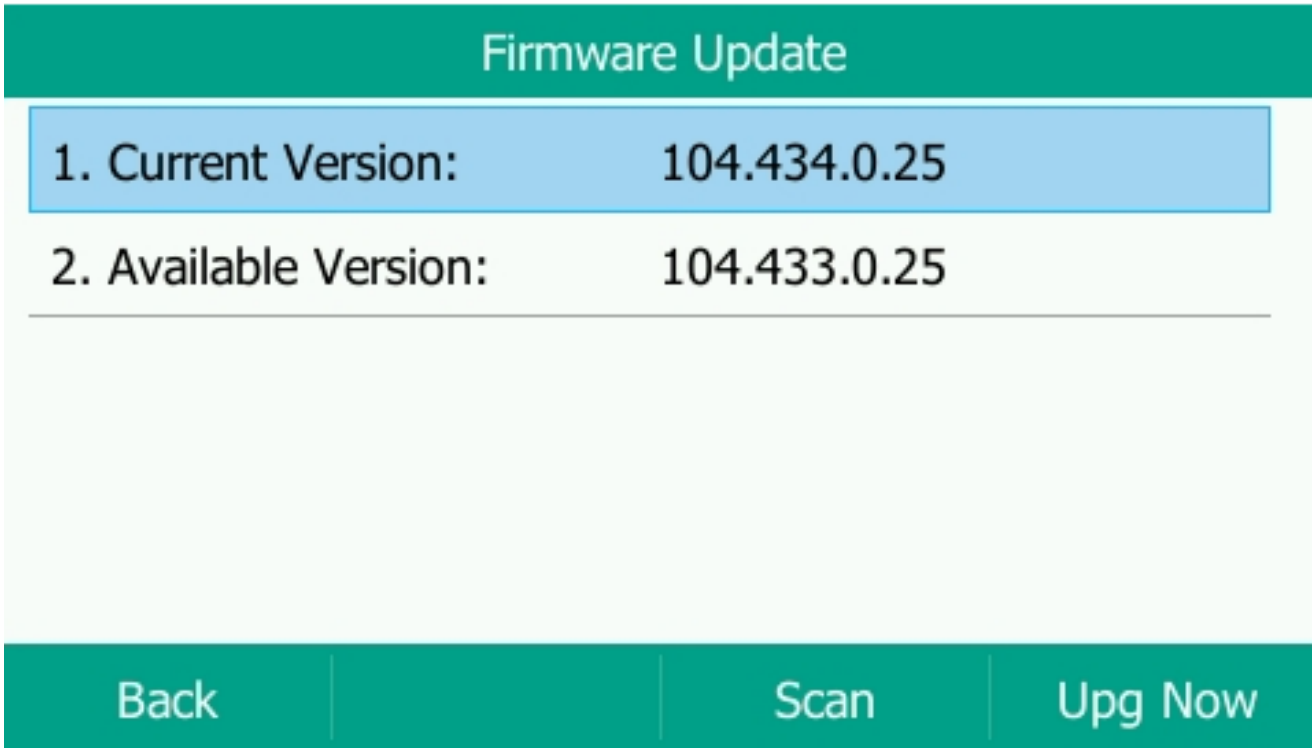
- Go to **Menu** > **Headset** > **Device Info**.



Headset Firmware Update

Procedure

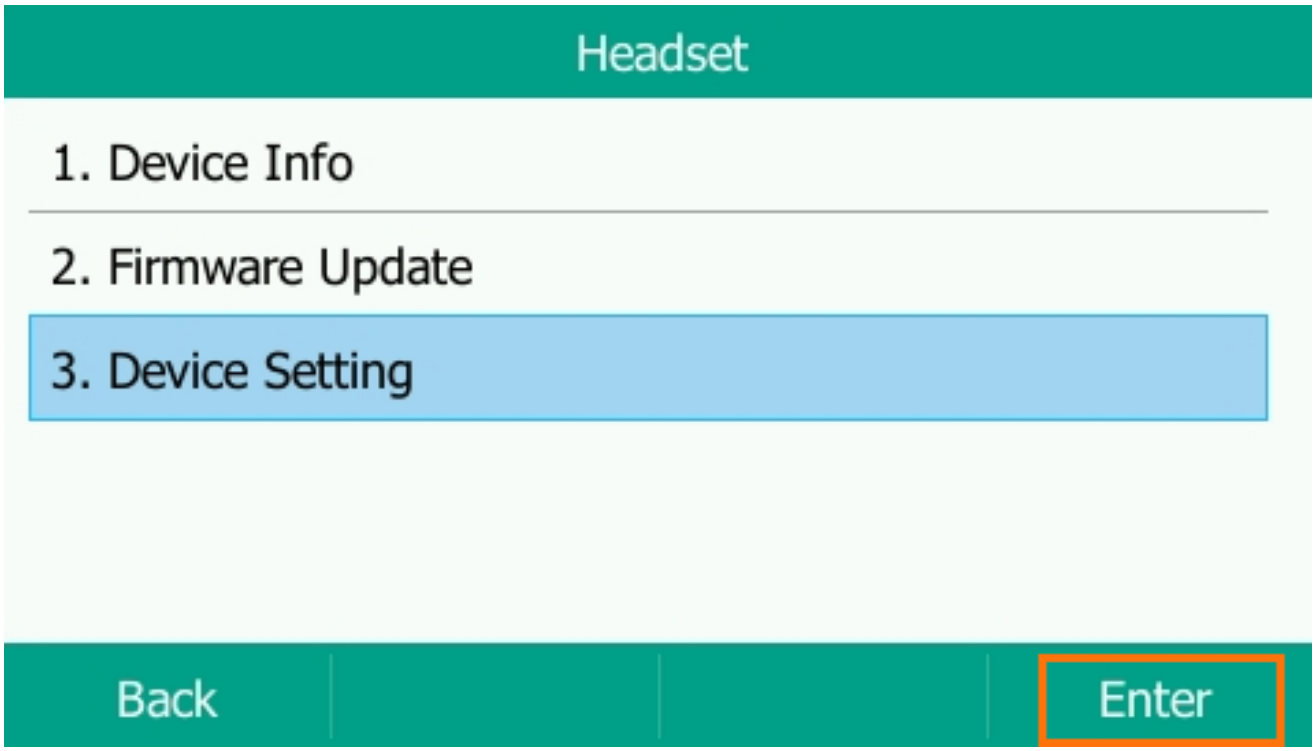
- Go to **Menu** > **Headset** > **Firmware Update.**
- Click **Scan and Upg Now**.



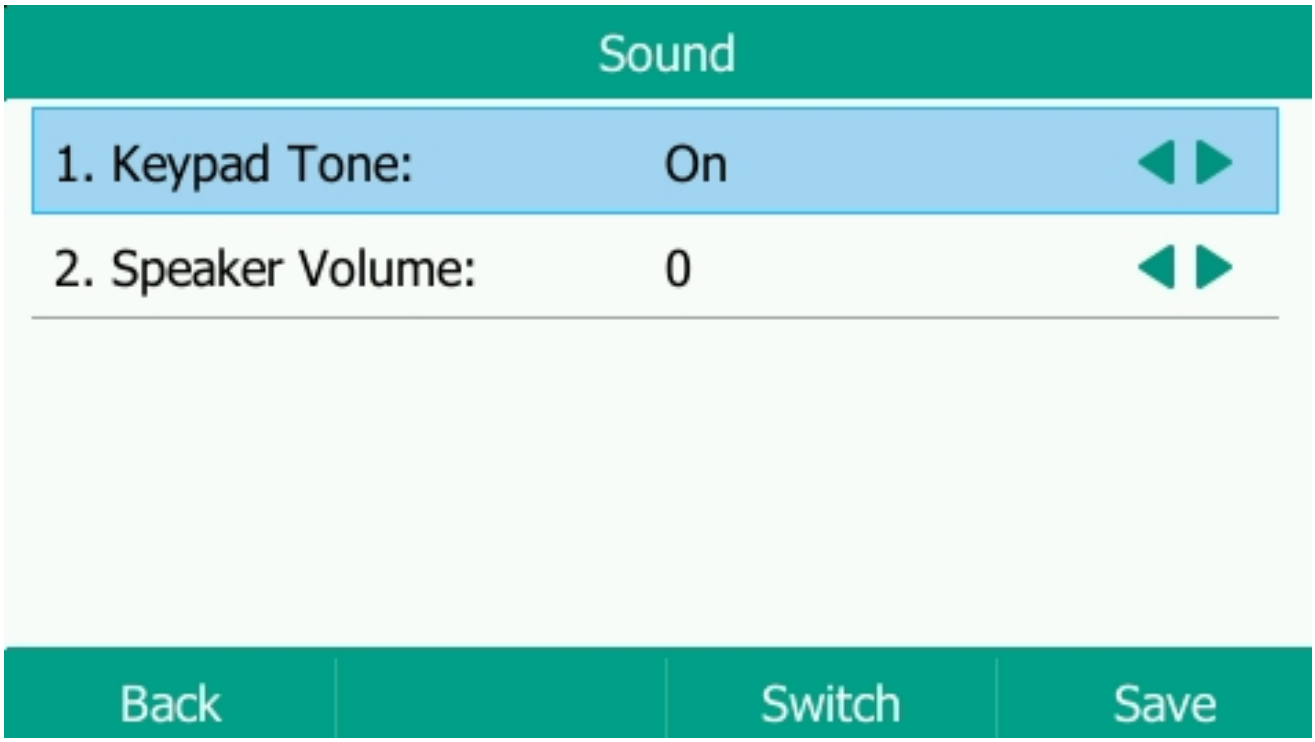
Setting Your Headset

Procedure

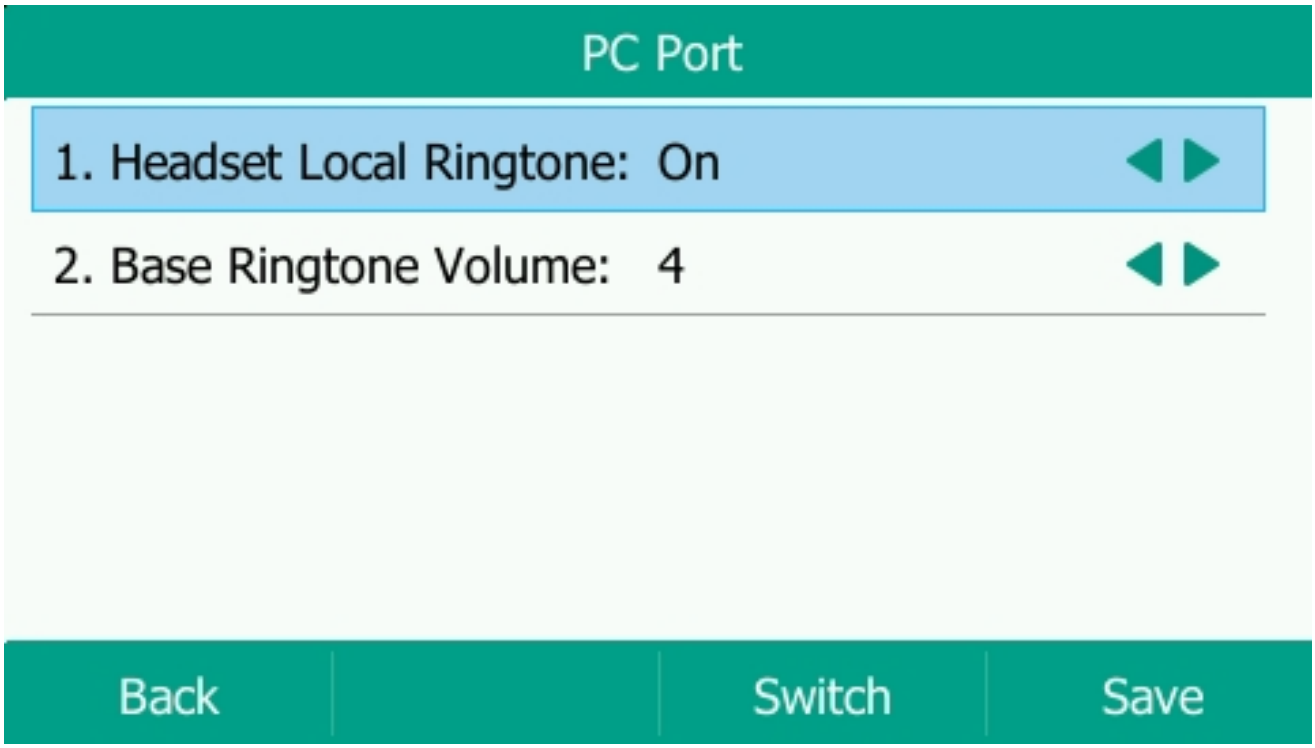
- Go to **Menu** > **Headset** > **Device Setting.**



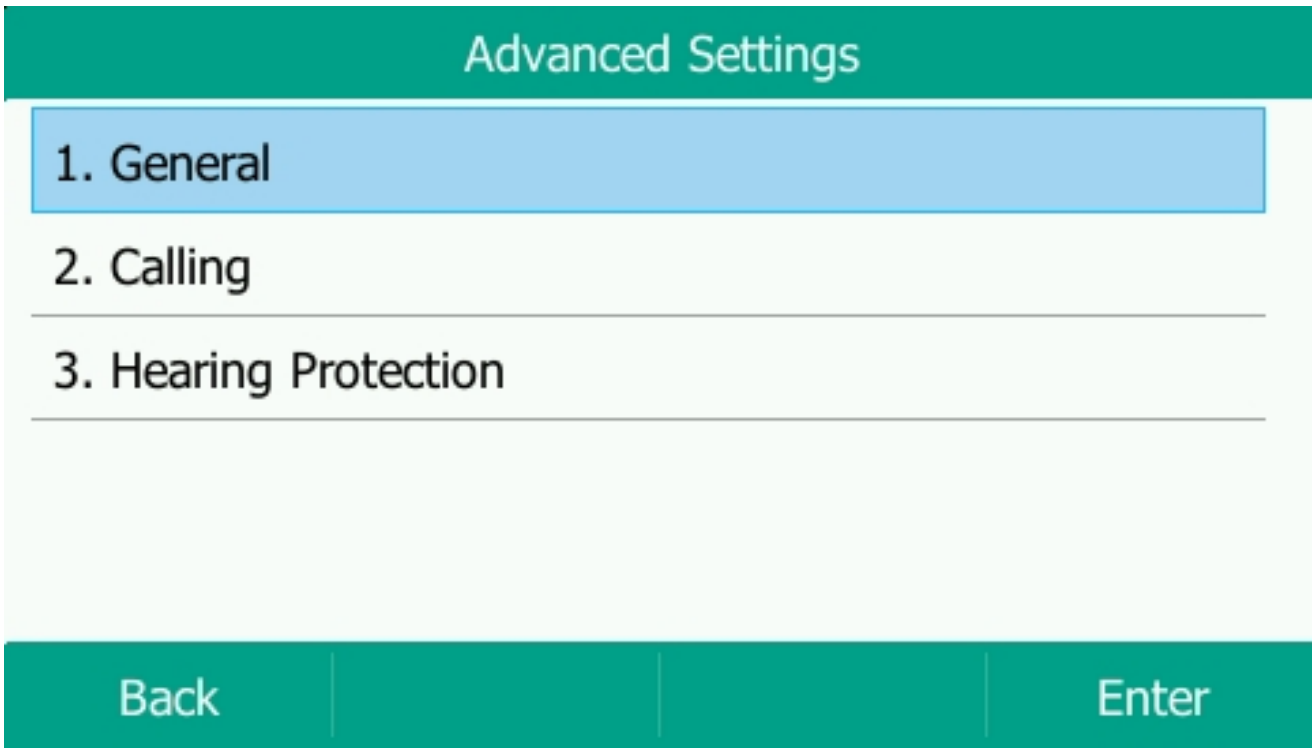
- You can switch your headset's Keypad Tone and Speaker Volume; go to **Menu** > **Headset** > **Device Setting** > **Basic Settings** > **Sound.**

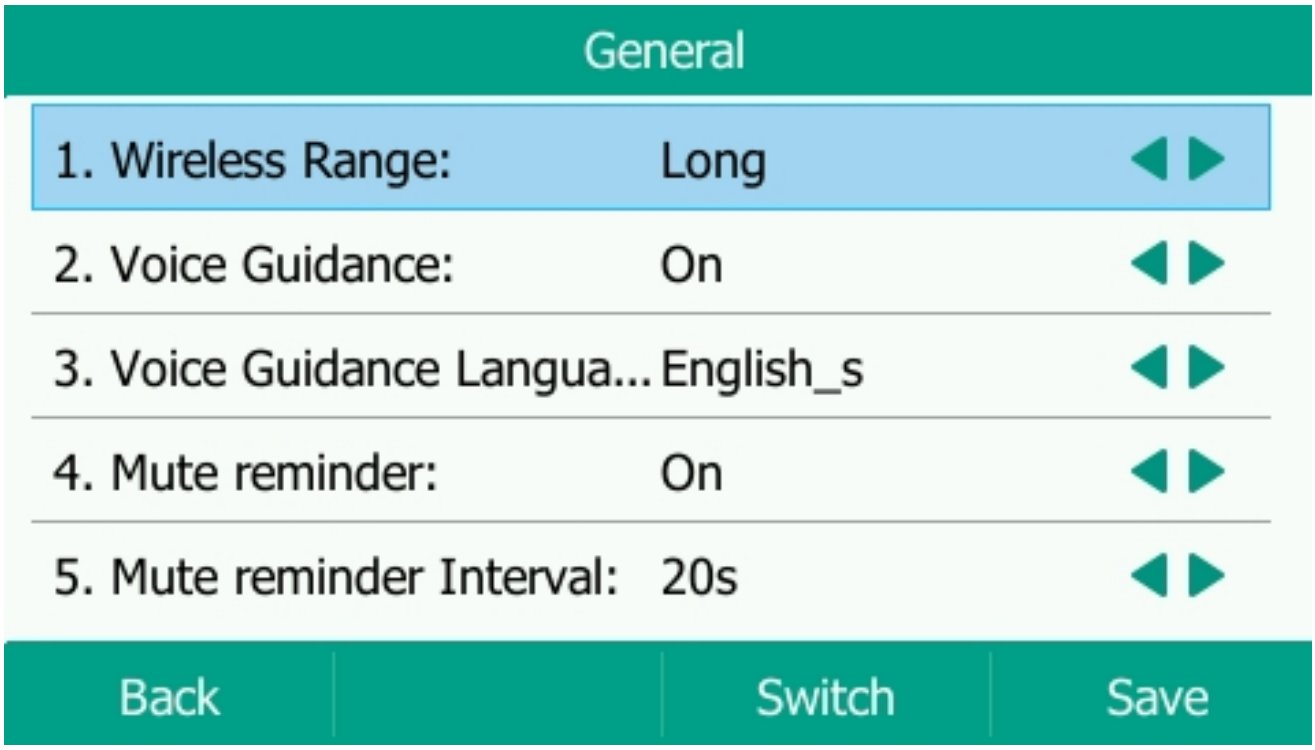


- You can switch your headset's Headset Local Ringtone and Base Ringtone Volume; go to **Menu** > **Headset** > **Device Setting** > **Basic Settings** > **PC Port/Phone Port.**

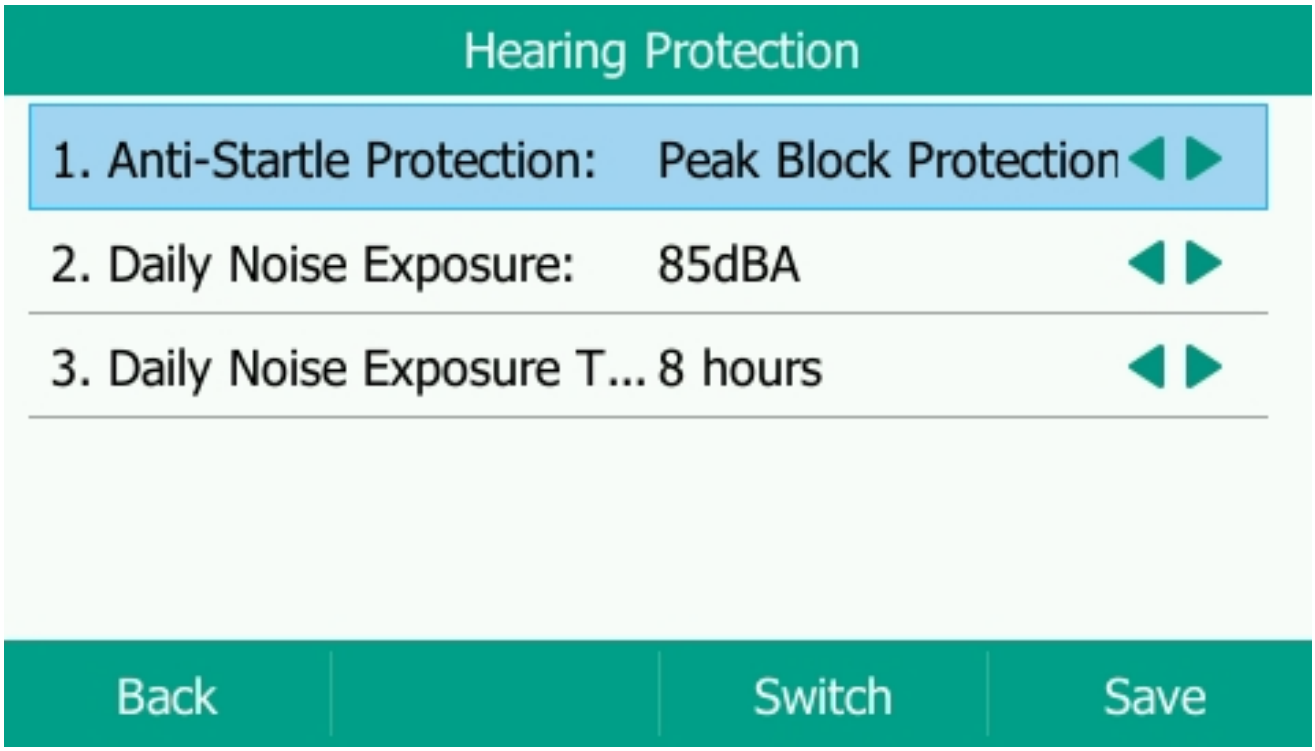


- You can set the Headset General/Calling/Hearing Protection settings; go to **Menu** > **Headset** > **Device Setting** > **Advanced Settings**




General
1. Wireless Range: Long
2. Voice Guidance: On
3. Voice Guidance Langua... English_s
4. Mute reminder: On
5. Mute reminder Interval: 20s
Back
Switch
Save

Calling
1. Call device: Softphone priority
2. Call priority: New call
3. Auto answer when und... Off
4. Open line when undoc... Off
5. Headset Busylight: On
Back
Switch
Save


Hearing Protection
1. Anti-Startle Protection: Peak Block Protection
2. Daily Noise Exposure: 85dBA
3. Daily Noise Exposure T... 8 hours
Back
Switch
Save

Activate Wi-Fi Mode

You can activate the Wi-Fi mode to connect your phone to an available wireless network.

On some phones, you must use the Wi-Fi USB dongle to activate the Wi-Fi mode. When you insert the dongle into the USB port on the back of the phone, you can directly activate the Wi-Fi according to the phone screen prompt.

Procedure

Do one of the following:

- For T4X phones:
  a. Insert the Wi-Fi USB dongle into the USB port on the back of the phone (The exception is the T44W, which has built-in Wi-Fi).
  b. *The phone prompts you to scan the Wi-Fi devices right now.*
  b. Select **OK**.
  c. Select **On** from the **Wi-Fi** field.
  d. Select **Save**.
  e. *The phone scans the available wireless networks in your area.*
- For T31W/T34W/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Wi-Fi**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Wi-Fi**.
  b. Select **On** from the **Wi-Fi** field.
  c. Select **Save**.
  d. *The phone scans the available wireless networks in your area.*
- For VP59/T58A/T58W phones:
  a. Do one of the following:
     - Swipe down from the top of the screen.
     - Swipe left or right to go to the second idle screen, go to **Settings** > **Basic Settings** > **Wi-Fi**.
  b. Turn on **Wi-Fi**.
  c. *The phone automatically scans the available Wi-Fi devices in your area.*
  d. *The Wi-Fi icon appears in the status bar.*
- For T88W (Pro)/T88V Pro phones:
  a. Do one of the following:

- Swipe down from the top of the screen.
- Swipe left or right to go to the second idle screen, go to **Settings** > **Wi-Fi**.

b. Turn on **Wi-Fi**.

c. *The phone automatically scans the available Wi-Fi devices in your area.*

d. *The Wi-Fi icon appears in the status bar.*

- For CP925/CP935W/CP965 phones:

a. Do one of the following:

- Swipe down from the top of the screen.
- Go to **More** > **Settings** > **Basic** > **Wi-Fi** or **More** > **Basic** > **Wi-Fi**.

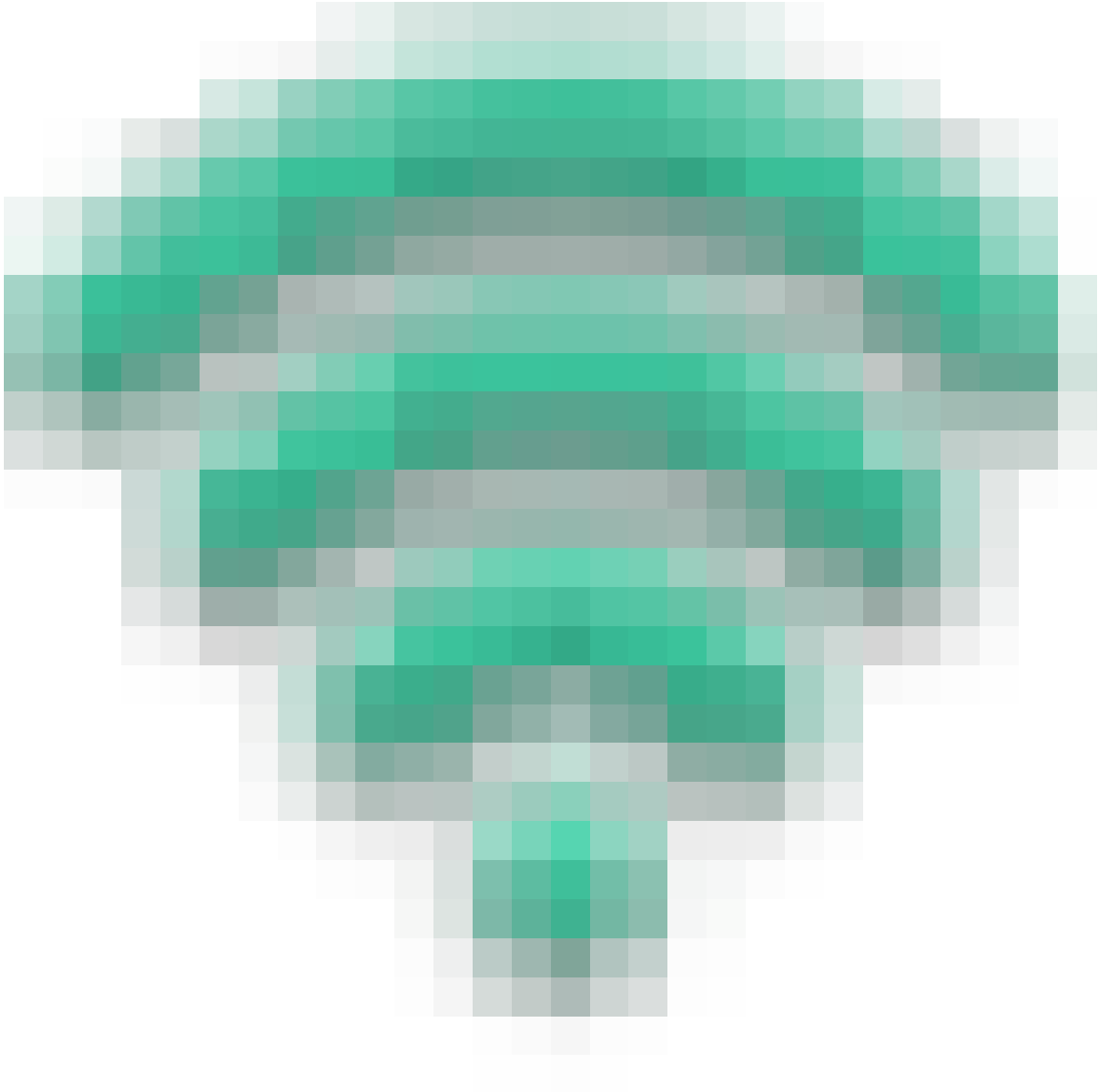
b. Turn on **Wi-Fi**.

c. *The phone automatically scans the available Wi-Fi devices in your area.*

d. *The Wi-Fi icon appears in the status bar.*

Connect Wireless Network

After you have activated the Wi-Fi mode, you can connect the phone to the wireless network. When the phone is connected to a wireless network, the Wi-Fi icon



will display in the status bar.

Connect to Available Wireless Network Manually

When you enable the Wi-Fi mode, the phone is automatically connected to the saved wireless network, and you can also connect it manually.

Before You Begin

- Get the password of the wireless network from your system administrator. Make sure that the Wi-Fi mode is activated.
- Make sure that the Wi-Fi mode is activated.

Procedure

Do one of the following:

- For T31W/T34W/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Wi-Fi**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Wi-Fi**.

  b. (Optional) To research the available network, select **Scan**.
  c. Select the desired wireless network and select **Connect**.
  d. Or tap the desired wireless network to connect or tap

> **Connect**.

d. Enter the password in the **Password** field.

e. Select **Enabled** from the **Show Password** field to make the password visible.

f. Select **OK**.

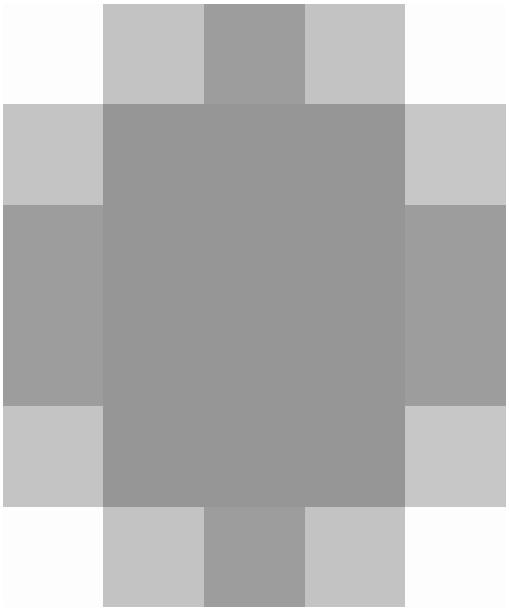
- For VP59/T58A/T58W phones:

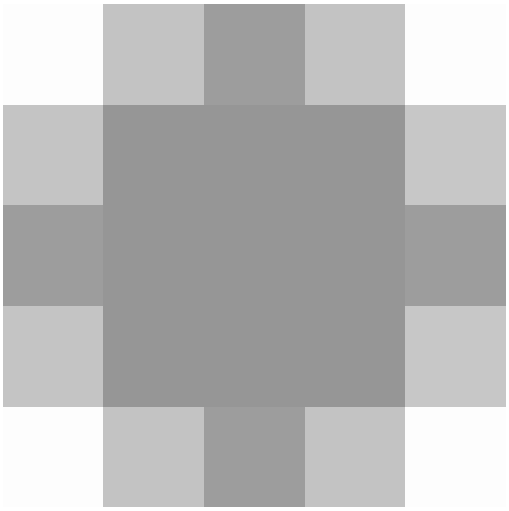
a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Basic Settings** > **Wi-Fi**.

c. *The phone automatically scans the available Wi-Fi devices in your area.*

c. (Optional) To research the available network, select



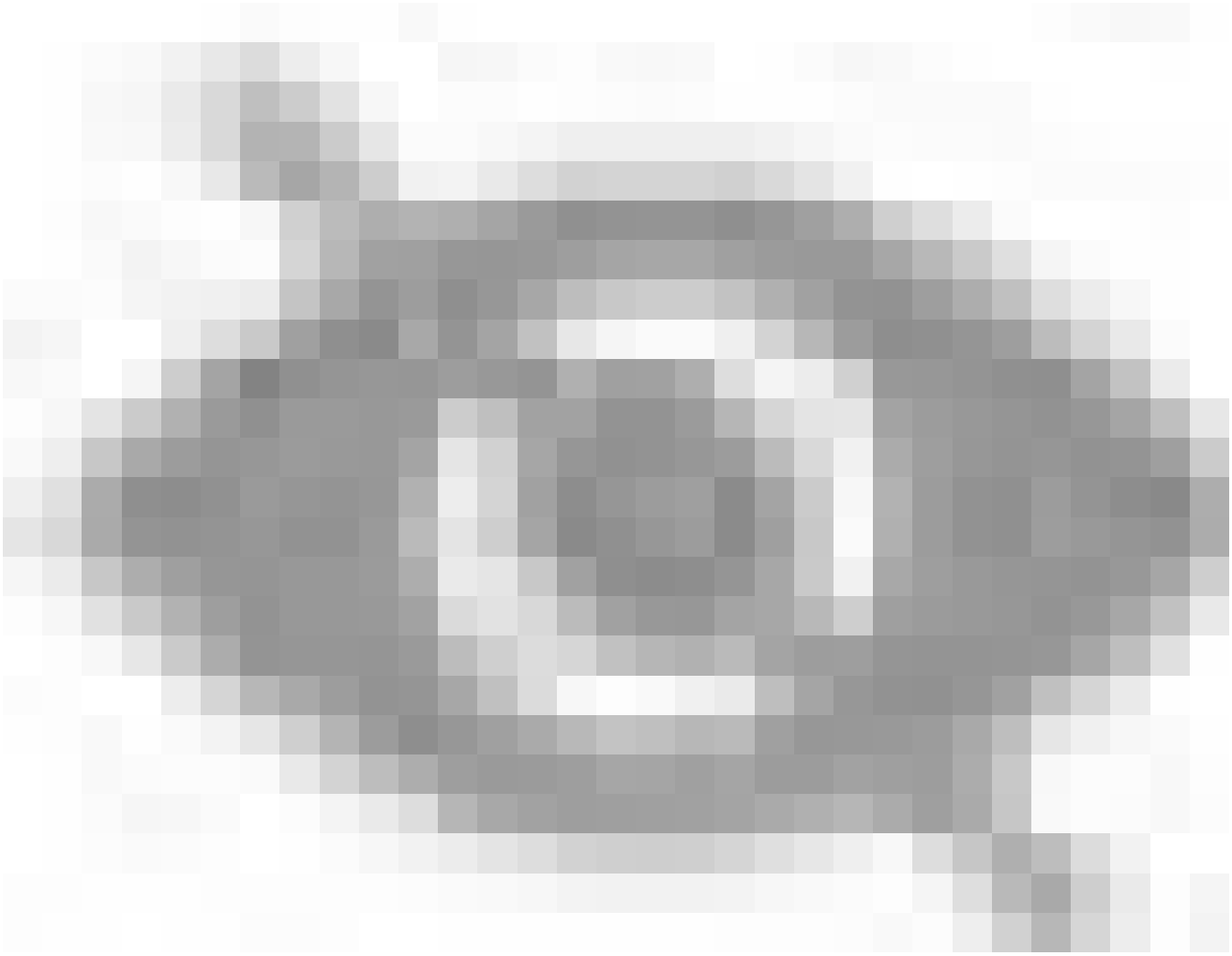


> **Scan**.

d. Tap the desired wireless network (SSID) to connect to it.

e. Enter the password in the **Password** field.

f. (Optional) Tap



to make the password visible.

g. Select **Show advanced options** to configure the HTTP proxy for the **Browser**.

h. Select **Connect**.

i. *Once the connection has completed successfully, the prompt "Connected" appears under the corresponding SSID.*

- For T88W (Pro)/T88V Pro phones:

a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

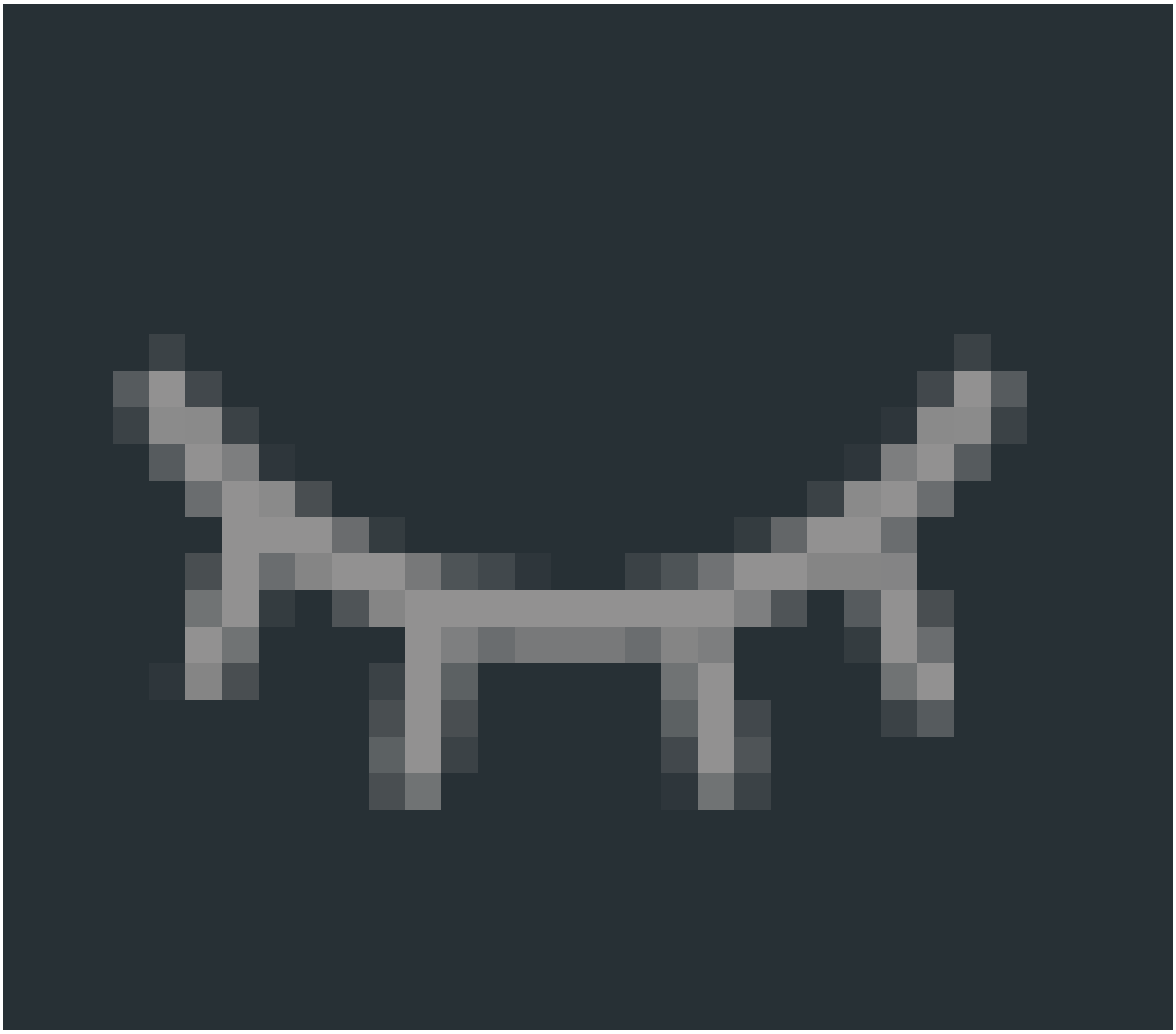
b. Go to **Settings** > **Wi-Fi**.

c. *The phone automatically scans the available Wi-Fi devices in your area.*

c. Tap the desired wireless network (SSID) to connect to it.

d. Enter the password in the **Password** field.

e. (Optional) Tap



to make the password visible.

f. Select **Show advanced options** to configure the HTTP proxy for the **Browser**.

g. Select **Connect**.

h. *Once the connection has completed successfully, the prompt "Connected" appears under the corresponding SSID.*

- For CP925/CP935W phones:

  a. Go to **More** > **Basic** > **Wi-Fi**.

  b. Tap the desired wireless network to connect.

  c. Enter the password in the **Password** field.

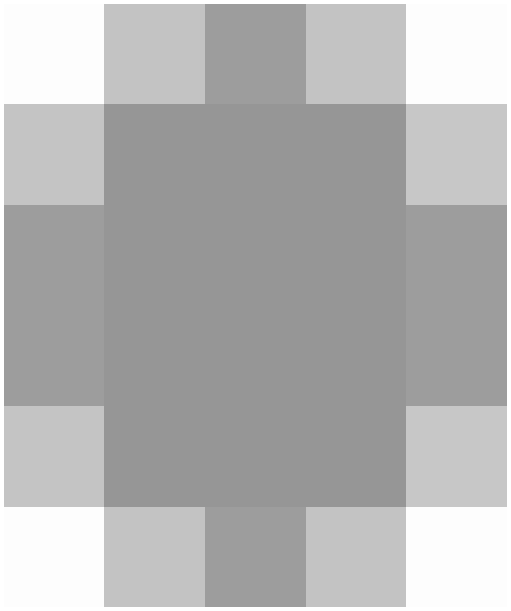
  d. Select **Save**.

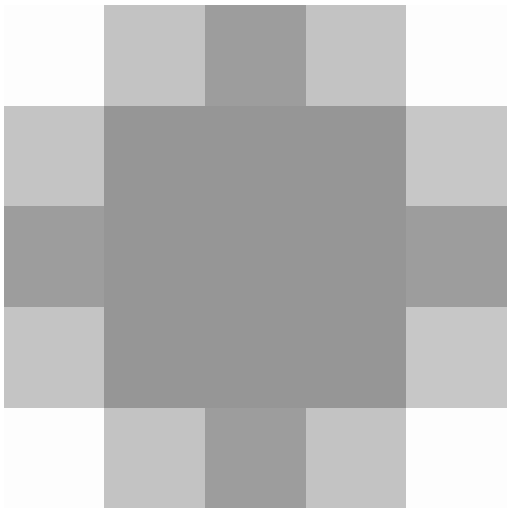
- For CP965 phones:

  a. Go to **Settings** > **Basic Settings** > **Wi-Fi**.

  b. *The phone automatically scans the available Wi-Fi devices in your area.*

  b. (Optional) To research the available network, select



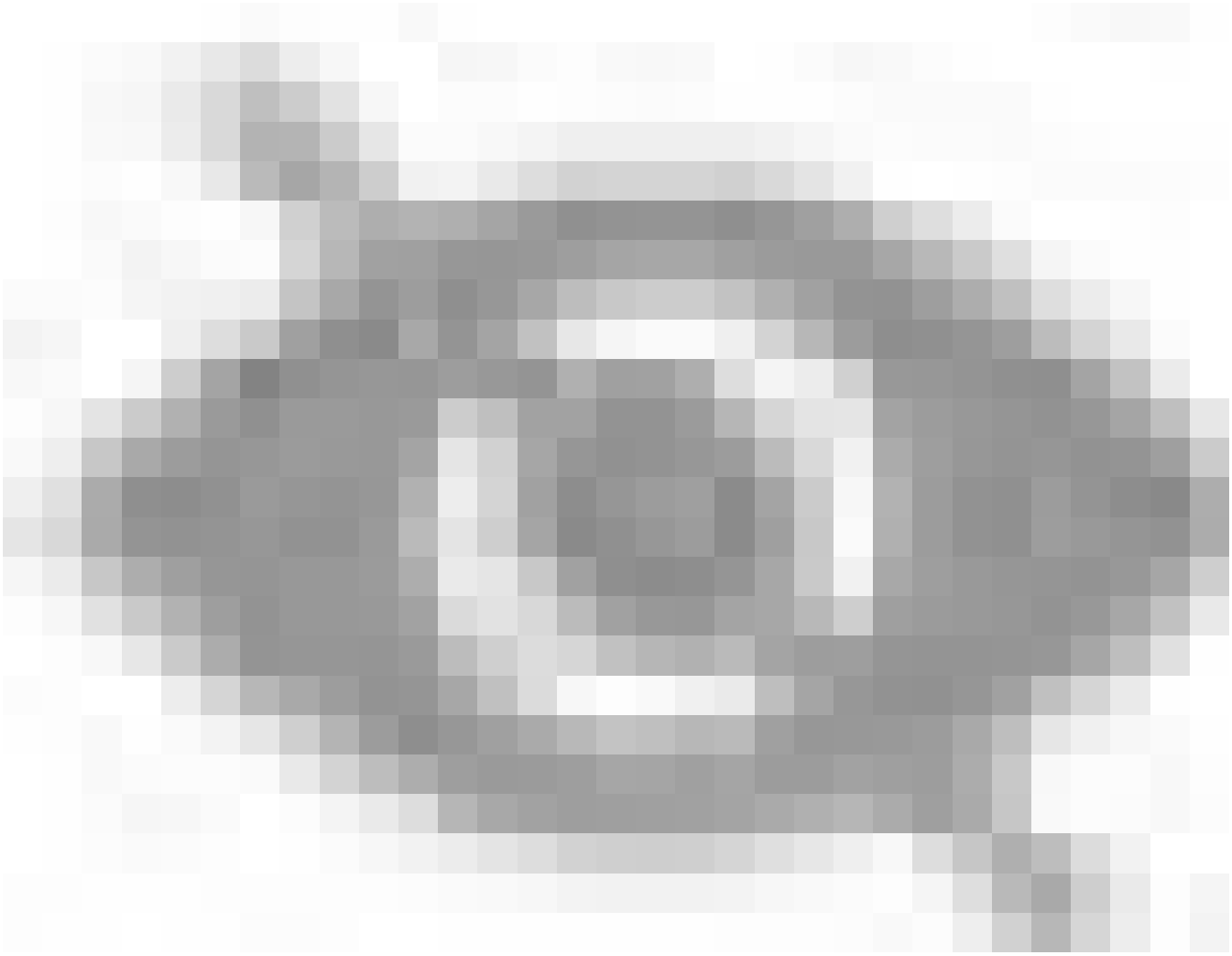


> **Scan**.

c. Tap the desired wireless network (SSID) to connect to it.

d. Enter the password in the **Password** field.

e. (Optional) Tap



to make the password visible.

f. Select **Show advanced options** to configure the HTTP proxy for the **Browser**.

g. Select **Connect**.

h. *Once the connection has completed successfully, the prompt "Connected" appears under the corresponding SSID.*

Connect to Wireless Network via WPS

The Wi-Fi Protected Setup (WPS) provides simplified mechanisms to configure secure wireless networks, which can automatically configure a wireless network with a network name (SSID) and strong WPA data encryption and authentication.

You can connect to the wireless network using the Protected Setup (WPS) to make the connection easier. The WPS provides simplified mechanisms to configure secure wireless networks.

There are two supported methods in the Wi-Fi-protected setup:

- **Push Button Configuration (PBC)**: The user simply has to press the WPS key on both the phone and the gateway/router to connect.
- **Personal Identification Number (PIN)**: The user enters the PIN generated randomly by the phone on the gateway/router to connect.

Before You Begin

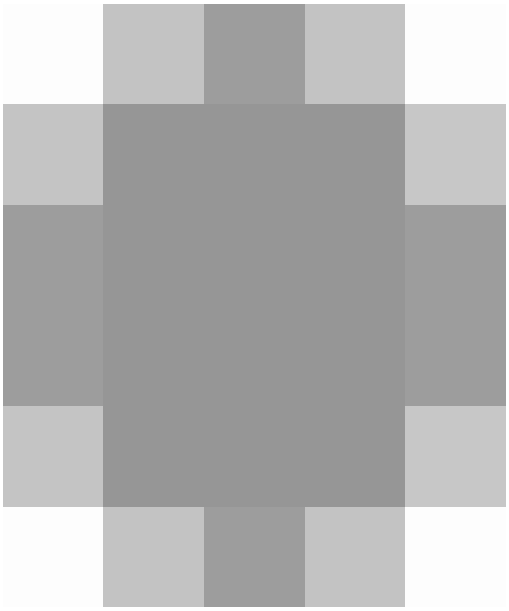
Make sure that the Wi-Fi mode is activated.

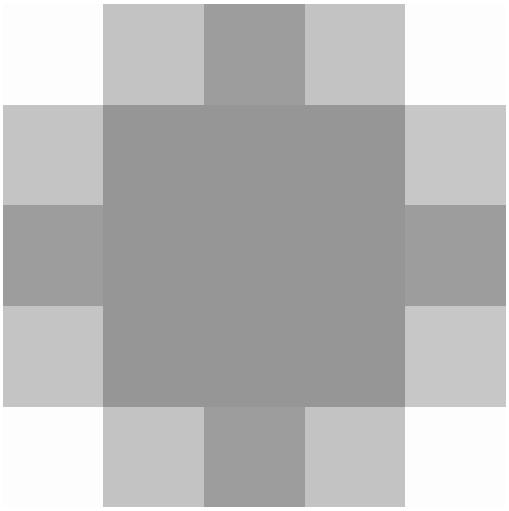
Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Wi-Fi**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Wi-Fi**.

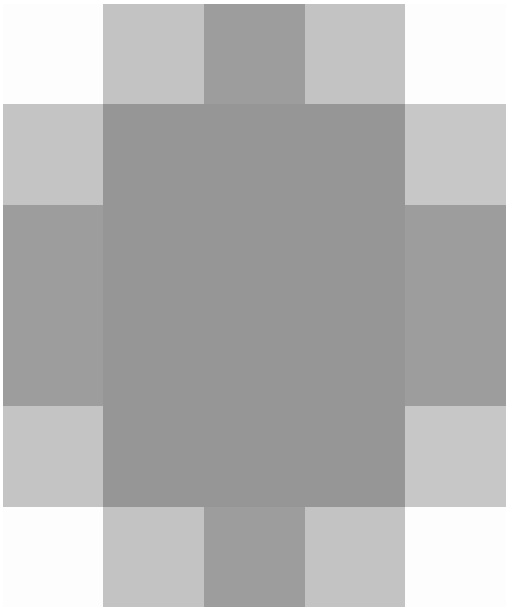
  b. Do one of the following:
    - Select **WPS** > **WPS** (On the T48S/T48G/T48U/T57W phones, tap **WPS**) to use the PBC method, then long press the WPS key on your gateway or router.
    - *Once the WPS setup has completed successfully, the phone screen will prompt "Connect Success.".*
    - Select **WPS** > **WPS-PIN** (On the T57W phones, tap **WPS-PIN**) to use the PIN method, then log into your gateway or router's web interface, and configure it to search the clients. For more information, refer to the documentation from the gateway or router manufacturer.
    - *Once the WPS-PIN setup has completed successfully, the web interface of the gateway or router will prompt that the connection is successful.*
- For CP925/CP935W/CP965 phones:
  a. Swipe down from the top of the screen.
  b. Go to **More** > **Settings** > **Basic** > **Wi-Fi** or **More** > **Basic** > **Wi-Fi**.
  c. Do one of the following:
    - Select

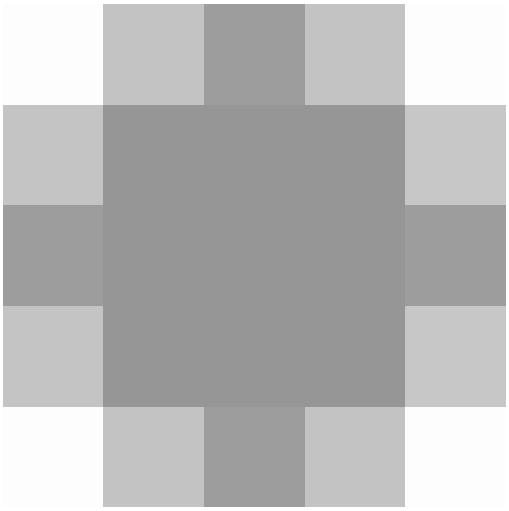




> **WPS** to use the PBC method, then long-press the WPS key on your gateway or router.

- *Once the WPS setup has completed successfully, the phone screen will prompt "Connect Success.".*
- Select





> **WPS-PIN** to use the PIN method, then log into your gateway or router's web interface, and configure it to search for the clients. For more information, refer to the documentation from the gateway or router manufacturer.

- *Once the WPS-PIN setup has been completed successfully, the web interface of the gateway or router will prompt that the connection is successful.*

Add Wireless Network Manually

If the SSID broadcast on your gateway or router is disabled, the wireless network might not appear in the scanning results. In that case, you must manually add a wireless network.

The phone can store up to 5 connected wireless networks.

Before You Begin

Get the available wireless network information from your system administrator. Make sure that the Wi-Fi mode is activated.

Procedure

Do one of the following:

- For T31W/T34W/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Wi-Fi**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Wi-Fi**.

  b. Select **Known Network(s)** and select **Add**.

  c. For T48S/T48G/T48U/T57W phones, tap **Add**.

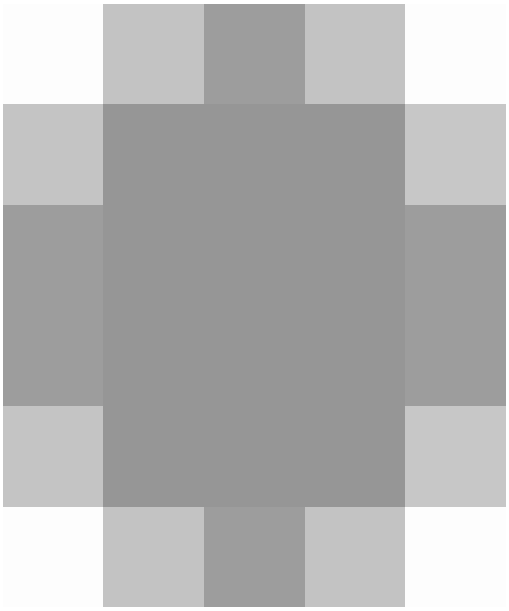
  c. Do the following:
    - Select **None** from the **Security Mode** field.
    - If you select **WEP**, **WPA/WPA2 PSK**, or **WPA3-Personal** from the **Security Mode** field, enter the desired password.
    - If you select **802.1x EAP** from the **Security Mode** field, select the desired EAP method and enter the desired values in the corresponding fields.

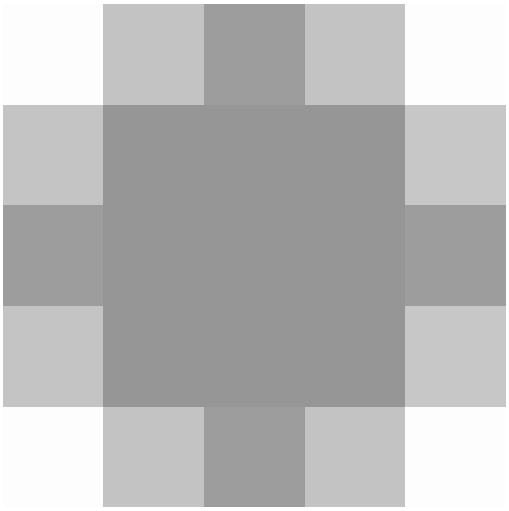
  d. Select **Save**.

  e. *The connected wireless networks will be saved to the **Known Network(s)** list.*
- For VP59/T58A/T58W phones:
  a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Basic Settings** > **Wi-Fi**.

  c. Select





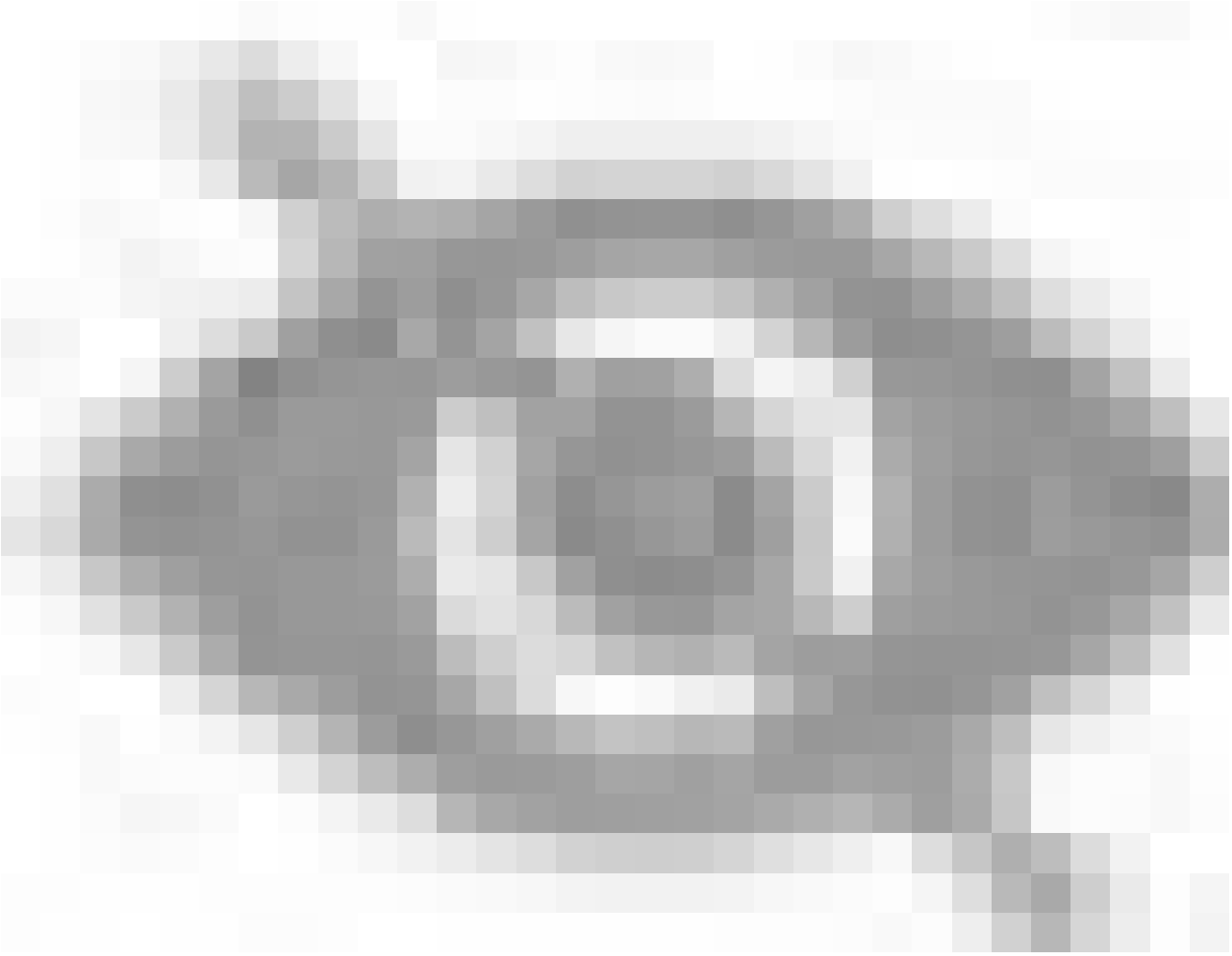
> **Add**.

d. Enter the desired value in the **Network SSID** field.

e. Tap the desired value from the **Security** field.

- If you select **WEP**, **WPA/WPA2 PSK**, enter the desired password.
- If you select **802.1x EAP**, tap the desired value from the **EAP method** field, and enter additional information.

f. (Optional) Tap



to make the password visible.

g. Select Show advanced options to configure the HTTP proxy for the **Browser**.

h. Select **Save**.

- For T88W (Pro)/T88V Pro phones:

a. Swipe down from the top of the screen or swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Wi-Fi**.

c. Select **Other**.

d. Enter the desired value in the **SSID** field.

e. Tap the desired value from the **Security Mode** field.

- If you select **WEP**, **WPA/WPA2 PSK**, enter the desired password.
- If you select **802.1x EAP**, tap the desired value from the **EAP method** field, and enter additional information.

f. (Optional) Tap

to make the password visible.

g. Select **Join to Network**.

- For CP925/CP935W/CP965 phones:

a. Go to **More** > **Basic** > **Wi-Fi**.

b. Select **Known Network(s)** and select

.

c. Enter the desired SSID in the **SSID** field.

d. Do the following:

- Select **None** from the **Security Mode** field.
- If you select **WEP**, **WPA/WPA2 PSK**, enter the desired password.
- If you select **802.1x EAP** from the **Security Mode** field, select the desired EAP method and enter the desired values in the corresponding fields.

e. Select **Save**.

f. *The connected wireless networks will be saved to the Known Network(s) list.*

View Wireless Network Information

You can view the wireless network information (for example, Profile Name, SSID, or Signal Strength) when the Wi-Fi mode is activated.

Procedure

Do one of the following:

- For T31W/T34W/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
  - Go to **Menu** > **Basic** > **Wi-Fi** > **Wi-Fi Status**.
  - Go to **Menu** > **Settings** > **Basic Settings** > **Wi-Fi** > **Wi-Fi Status**.
- For VP59/T58A/T58W phones：
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Wi-Fi** > **Wi-Fi Status**.
  c. (Optional) Drag up and down to scroll through the list of wireless network information.
- For T88W (Pro)/T88V Pro phones：
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Wi-Fi**.
  c. (Optional) Drag up and down to scroll through the list of wireless network information.
- For CP925/CP935W phones:
  a. Go to **More** > **Basic** > **Wi-Fi**.
  b. Tap the connected wireless network.

> You can also disconnect the wireless network when deactivating the Wi-Fi mode.

- For CP965 phones:
  a. Go to **More** > **Settings** > **Basic** > **Wi-Fi**.
  b. (Optional) Drag up and down to scroll through the list of wireless network information.

Manage Saved Wireless Network

You can edit, reorder, and delete the saved wireless network.

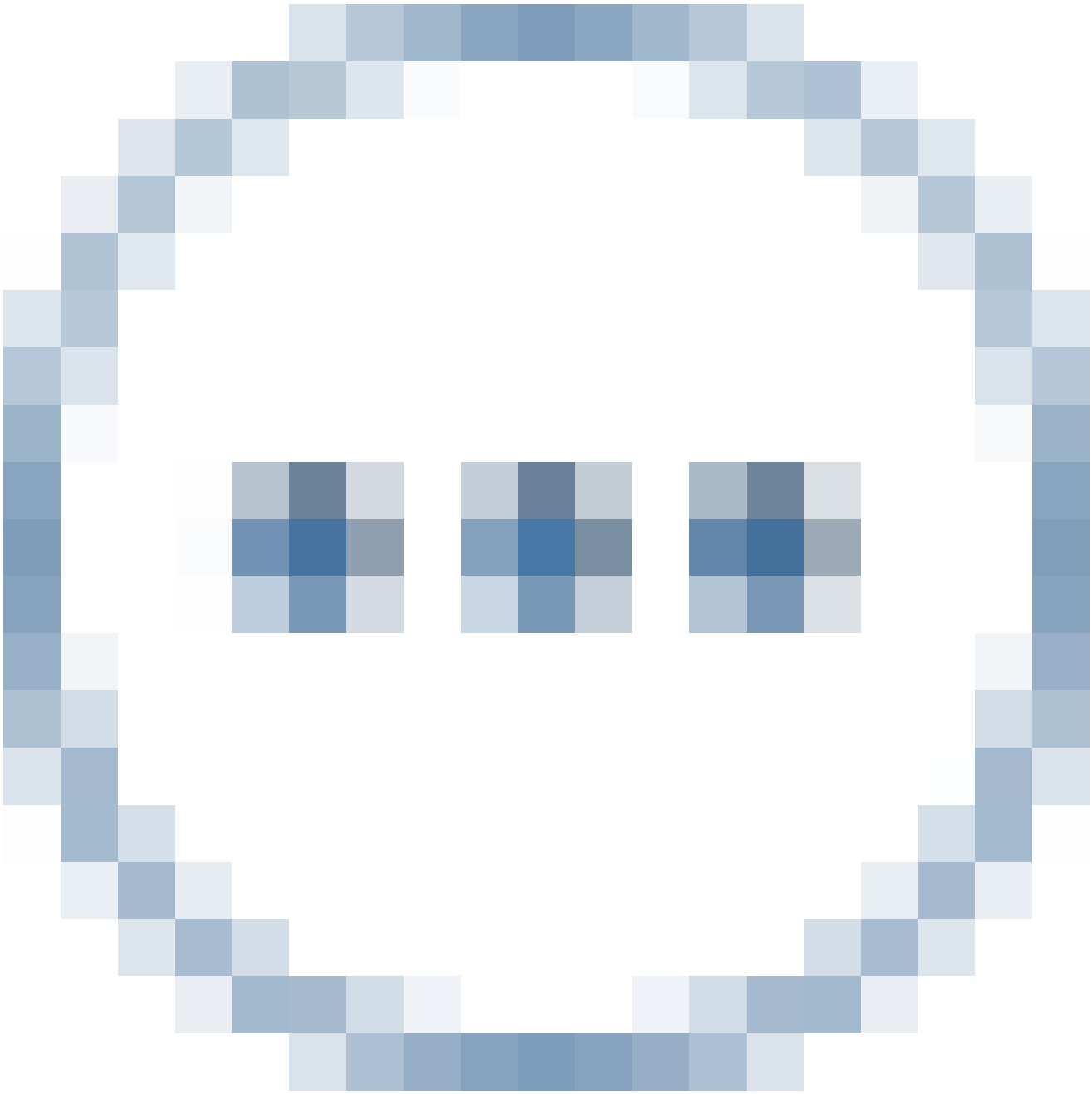
Once the phone has been connected to a wireless network successfully, this wireless network profile will be saved in the **Known Network(s)** list. Next time you activate Wi-Fi mode, the phone will be automatically connected to the wireless network that has the highest priority (the top one).

Up to 5 wireless network profiles can be saved in the **Known Network(s)** list. If you want to add a new one when the phone has already saved 5 wireless network profiles, delete an older one before adding.

Procedure

For T31W/T34W/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:

1. Do one of the following:
   - Go to **Menu** > **Basic** > **Wi-Fi** > **Known Network(s)**.
   - Go to **Menu** > **Settings** > **Basic Settings** > **Wi-Fi** > **Known Network(s)**.
2. Select **Option**.
3. For T48S/T48G/T48U/T57W phones, tap



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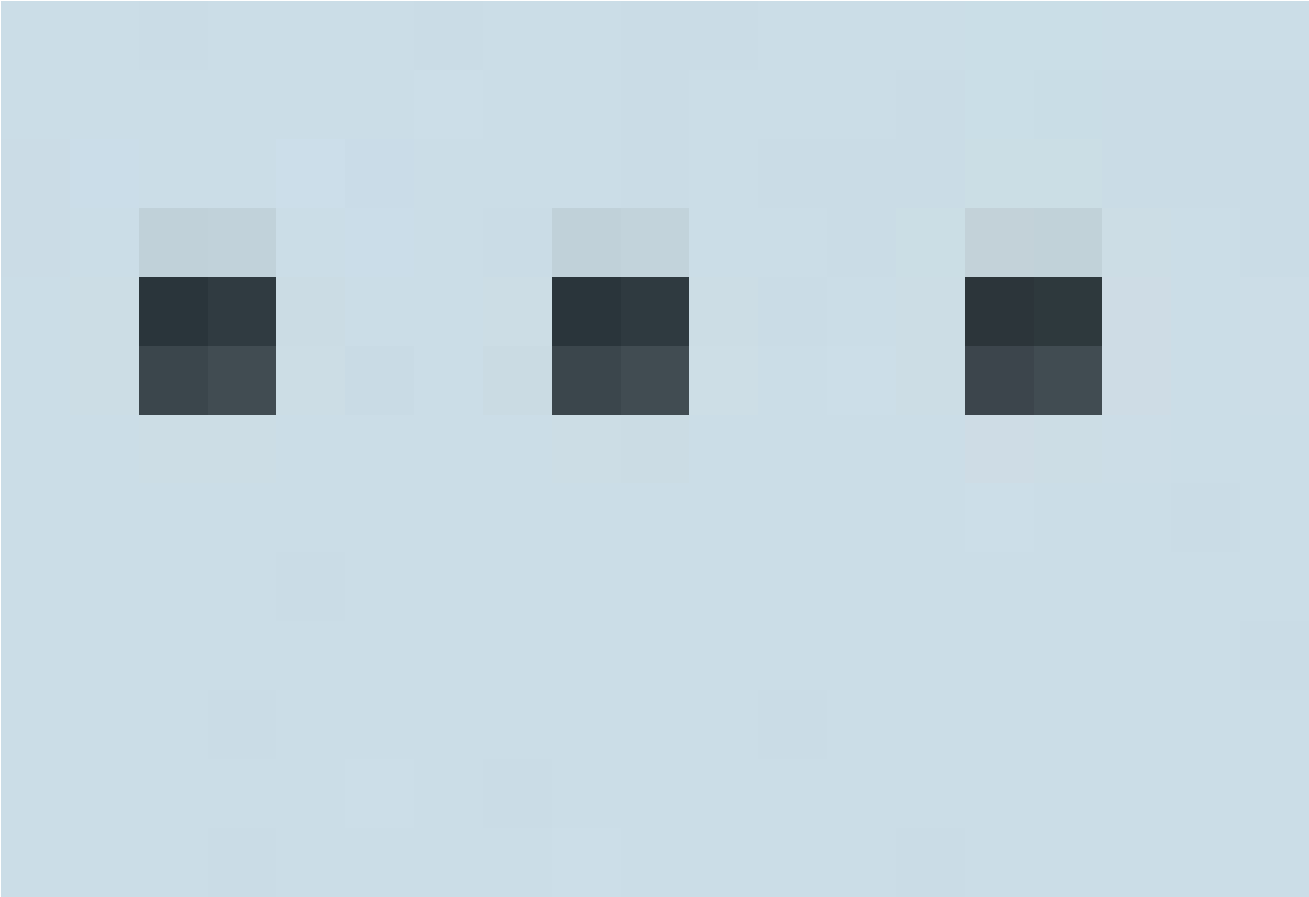
For T7X/T85W/T87W phones, tap



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3. Do one of the following:
   - Select **Edit** to edit the wireless network profile, and select **Save**.
   - Select **Move Up** or **Move Down** to change the priority of the wireless network.
   - Select **Delete** or **Delete All** to delete the saved wireless network profile.

Disconnect the Wireless Network Connection

When you no longer want to connect to the current wireless network, you can disconnect it.

Procedure

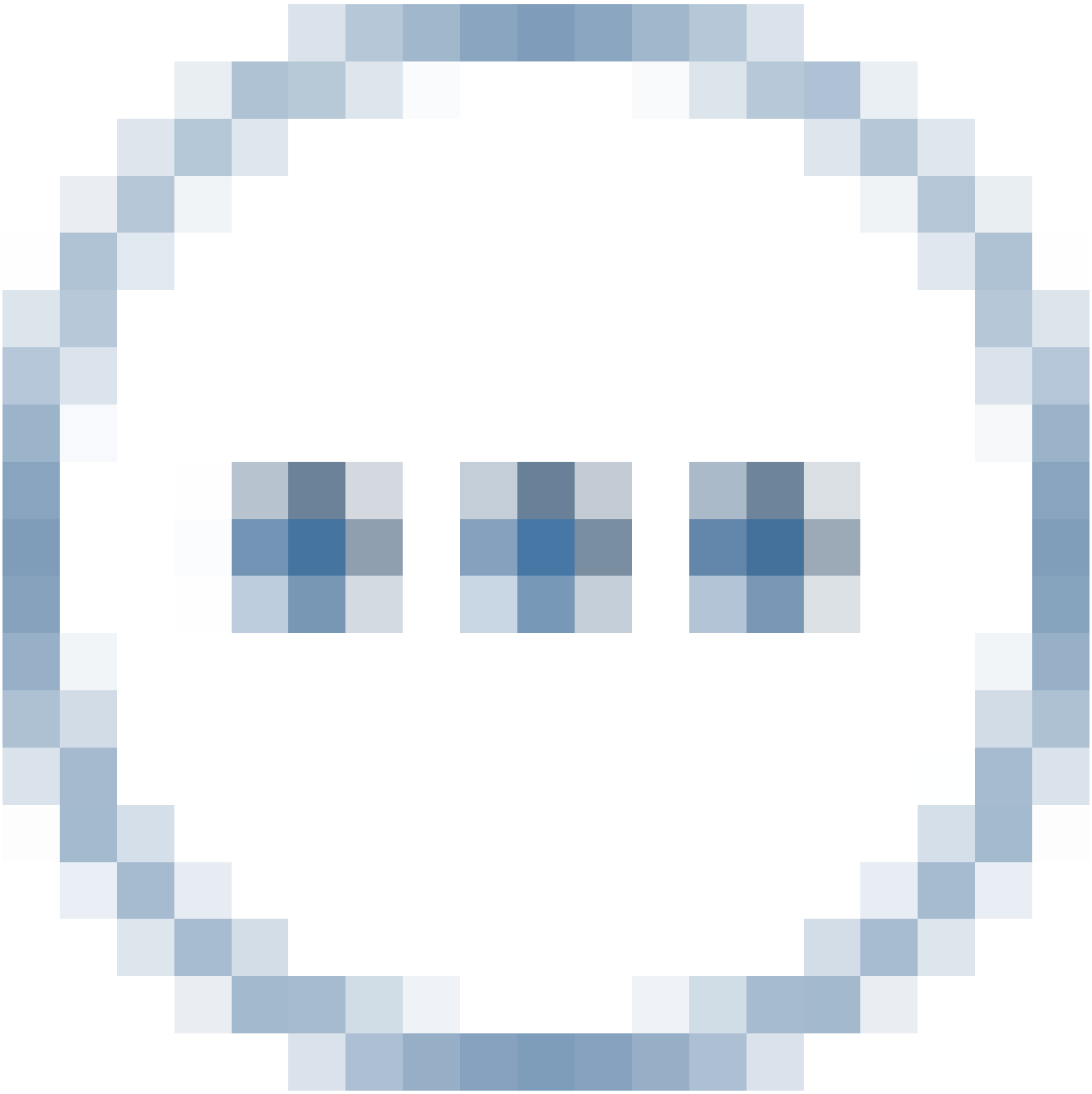
Do one of the following:

- For T31W/T34W/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
     - Go to **Menu** > **Basic** > **Wi-Fi**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Wi-Fi**.

  b. Select **X Available Network(s)** (X represents the number of available networks).

  c. Select the connected wireless network and select **Disconnect**.

  d. For T48S/T48G/T48U/T57W phones, tap the connected wireless network or tap



> **Disconnect**.

- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Wi-Fi**.
  c. Tap the connected SSID (the top one).
  d. Select **Forget**.
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Wi-Fi**.
  c. Tap the connected SSID (the top one).
  d. Select **Forget the Network**.
- For CP925/CP935W/CP965 phones:

a. Swipe down from the top of the screen.

b. Go to **More** > **Settings** > **Basic** > **Wi-Fi** or **More** > **Basic** > **Wi-Fi**.

c. Select the connected wireless network.

d. Select **Forget**.

You can also disconnect from the wireless network by deactivating the Wi-Fi mode.

Deactivate Wi-Fi Mode

You should deactivate the Wi-Fi mode when you need to connect your phone to a wired network.

Procedure

Do one of the following:

- For T31W/T34W/T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
    - Go to **Menu** > **Basic** > **Wi-Fi**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Wi-Fi**.

  b. Select **Off** from the **Wi-Fi** field.
  c. Select **Save**.
- For VP59/T58A/T58W phones：
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Wi-Fi**.
  c. Turn off the **Wi-Fi**.
  d. *The Wi-Fi icon disappears from the status bar.*
- For T88W (Pro)/T88V Pro phones：
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Wi-Fi**.
  c. Turn off the **Wi-Fi**.
  d. *The Wi-Fi icon disappears from the status bar.*
- For CP925/CP935W phones:
  a. Go to **More** > **Basic** > **Wi-Fi**.
  b. Turn off the **Wi-Fi**.
- For CP965 phones:
  a. Do one of the following:
    - Swipe down from the top of the screen.
    - From the home screen, go to **More** > **Settings** > **Basic Settings** > **Wi-Fi**.

  b. Turn off the **Wi-Fi**.
  c. *The Wi-Fi icon disappears from the status bar.*

Wireless Access Point

It is only applicable to VP59/T58A/T58W/T88W (Pro)/T88V Pro.

The IP phone supports creating AP hotspots and sharing its wired network with other devices.

Enable Wireless Access Point

Procedure

- For VP59/T58A/T58W:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Wi-Fi AP**.
  c. Turn on the Wi-Fi AP.
  d. If you have already turned on Wi-Fi, select **OK** to turn it off.
- For T88W (Pro)/T88V Pro:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Wireless AP**.
  c. Turn on the Wi-Fi AP.
  d. If you have already turned on Wi-Fi, select **OK** to turn it off.

Configure Wireless Access Point

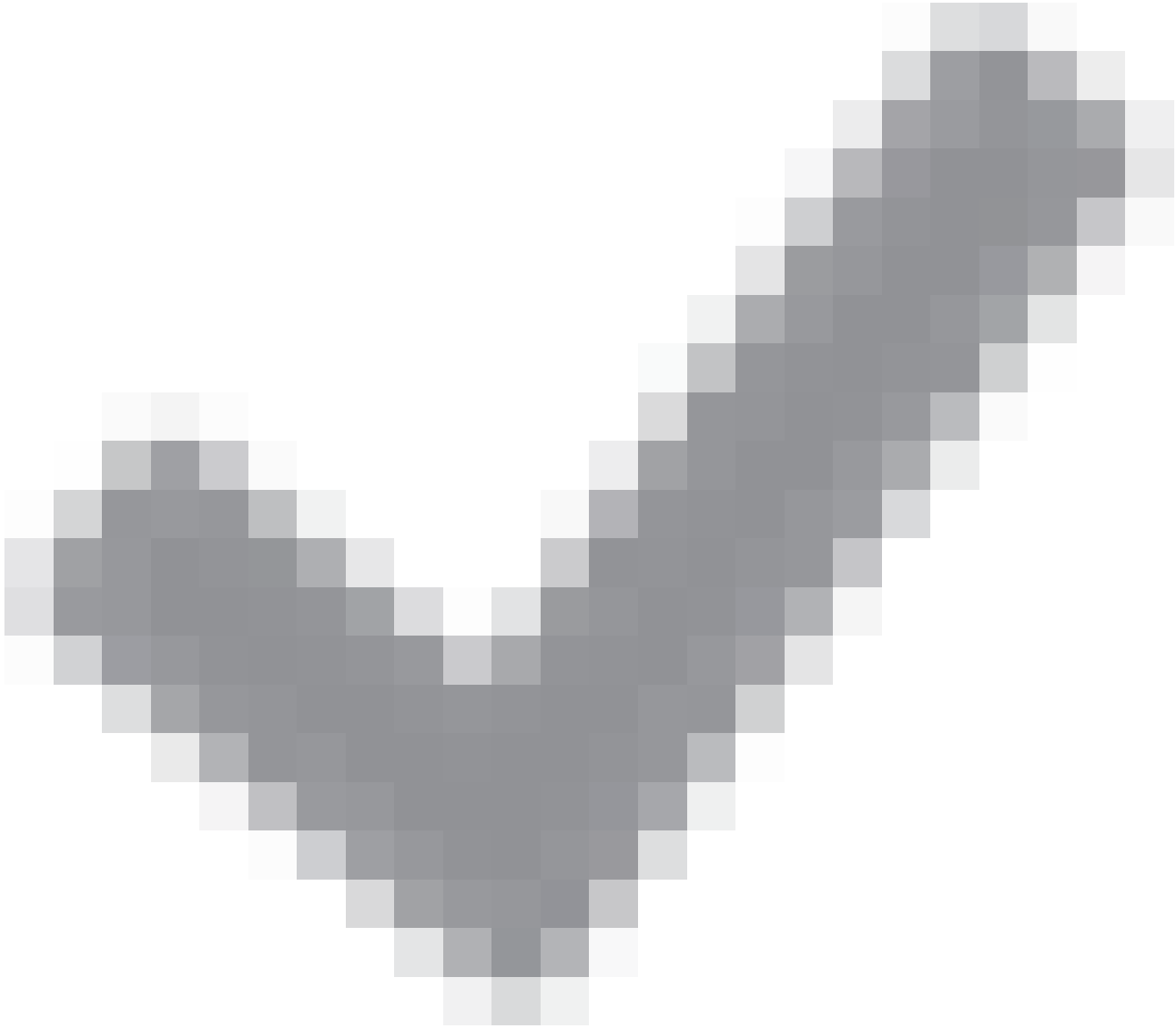
You can configure the wireless access point for the device.

Before you begin

Make sure you enable a wireless access point.

Procedure

- For VP59/T58A/T58W:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Wi-Fi AP** > **AP Configure**.
  c. Enter the name of the wireless AP in the **AP Name** field.
  d. Select the desired security mode of the wireless AP from the **AP Security Mode** field. If you select **WPA2-PSK**, enter the password of the wireless AP in the **AP Password** field.
  e. Select the desired frequency of the wireless AP in the **AP Frequency** field.
  f. Select the desired channel of the wireless AP in the **AP Channel** field.
  g. Select



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- For T88W (Pro)/T88V Pro:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Wireless AP** > **Configure AP**.
  c. Enter the name of the wireless AP in the **AP Name** field.
  d. Select the desired security mode of the wireless AP from the **AP Security Mode** field. If you select **WPA2-PSK**, enter the password of the wireless AP in the **AP Password** field.
  e. Select the desired frequency of the wireless AP in the **AP Frequency** field.
  f. Select the desired channel of the wireless AP in the **Channel** field.
  g. Select **Save**.

View Connected Devices

Procedure

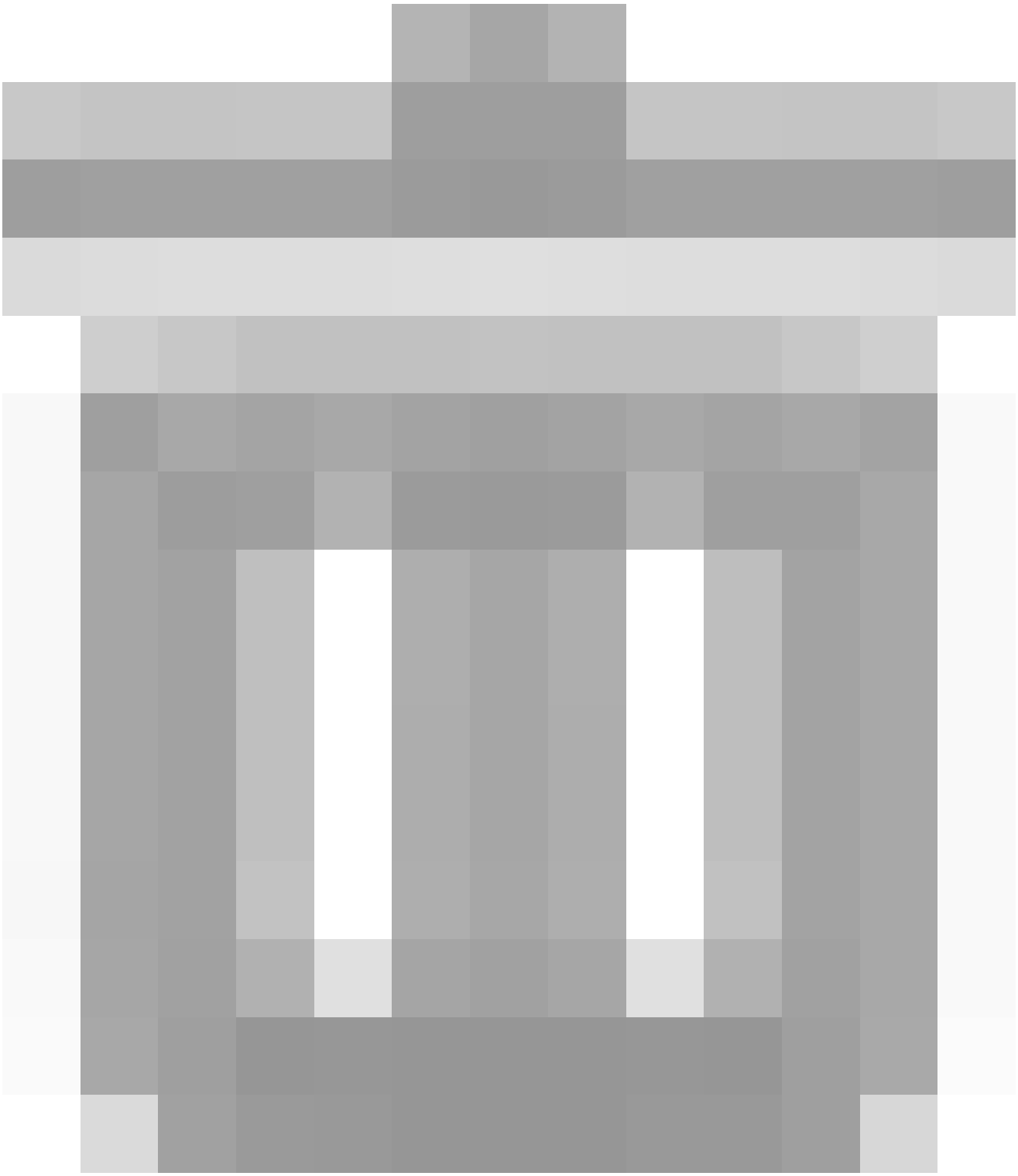
- For VP59/T58A/T58W:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Wi-Fi AP** > **AP Client List**.
  c. View the name and MAC address of the connected device.
- For T88W (Pro)/T88V Pro:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Wireless AP** > **AP device list**.
  c. View the name and MAC address of the connected device.

Add Connected Devices to Blocklist

You can add connected devices to the blocklist, and the device is disconnected from the wireless AP.

Procedure

- For VP59/T58A/T58W:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Wi-Fi AP** > **AP Client List**.
  c. Select



after the desired device.

d. *The phone prompts whether to move the device into the blocklist.*

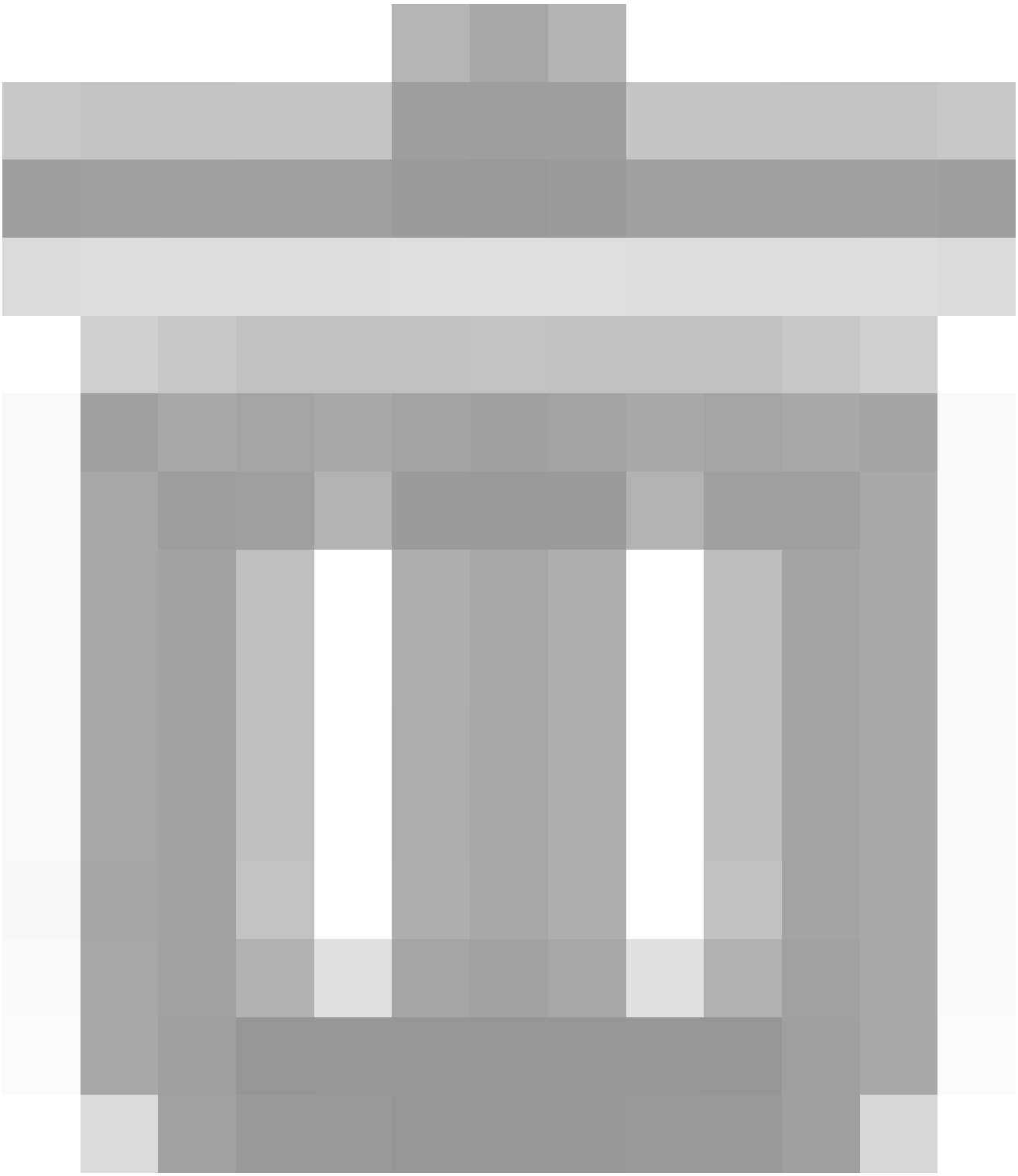
d. Tap **OK**.

- For T88W (Pro)/T88V Pro:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Wireless AP** > **AP device list**.

  c. Select



after the desired device.

d. *The phone prompts whether to move the device into the blocklist.*

d. Tap **OK**.

Remove Devices from Blocklist

You can remove devices from the blocklist so that the devices can connect to the wireless AP provided by the phone.

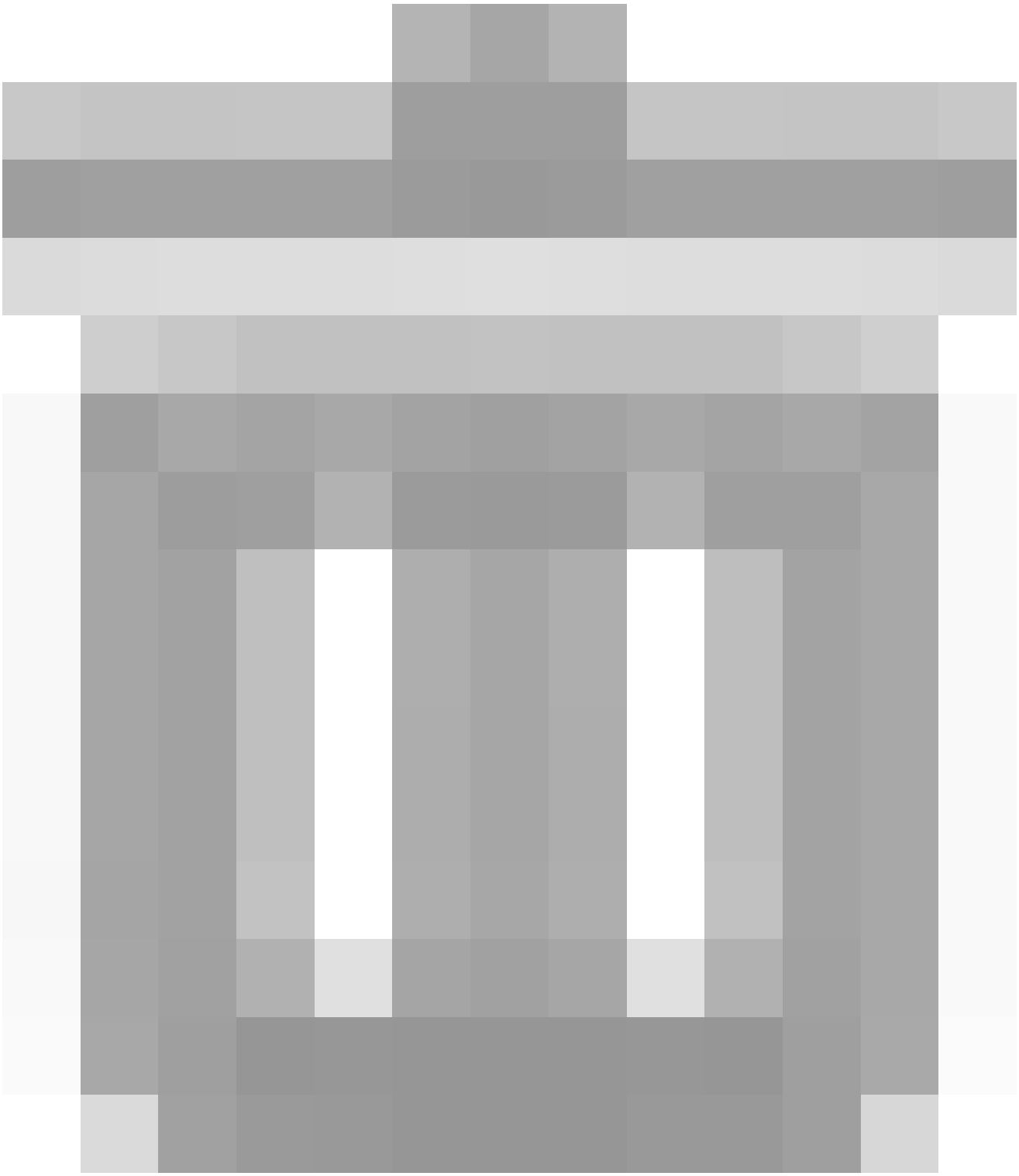
Procedure

- For VP59/T58A/T58W:

a. Swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Basic Settings** > **Wi-Fi AP** > **AP Blocklist**.

c. Select



after the desired device.

d. *The phone prompts whether to remove the device from the blocklist.*

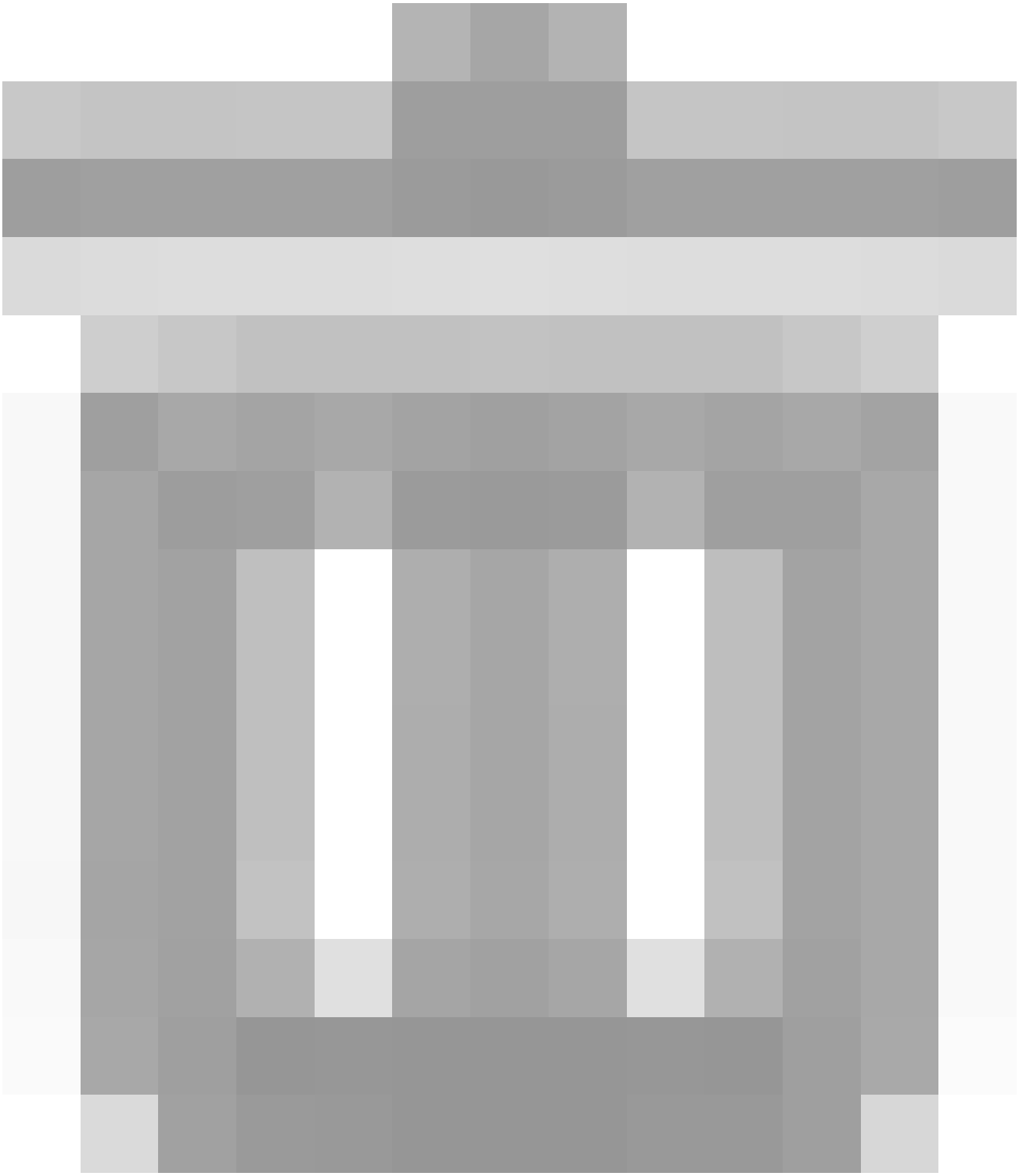
d. Tap **OK**.

- For T88W (Pro)/T88V Pro:

  a. Swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Wireless AP** > **Blocklist**.

c. Select



after the desired device.

d. *The phone prompts whether to remove the device from the blocklist.*

Disable Wireless Access Point

Procedure

- For VP59/T58A/T58W:

  a. Swipe left or right to go to the second idle screen.

b. Go to **Settings** > **Basic Settings** > **Wi-Fi AP**.

c. Turn off the Wi-Fi AP.

- For T88W (Pro)/T88V Pro:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Wireless AP**.

  c. Turn off the Wi-Fi AP.

Headset

Update Headset or Speakphone

Introduction

> Desk phones: It is only applicable to T5XW/T4XU/T7X/T8X.
> Headsets/Speakphone: It is only applicable to WH62/WH63/UH33/UH36/CP900/CP700.

You can connect the headset/speakerphone to the desk phone to update your headset.

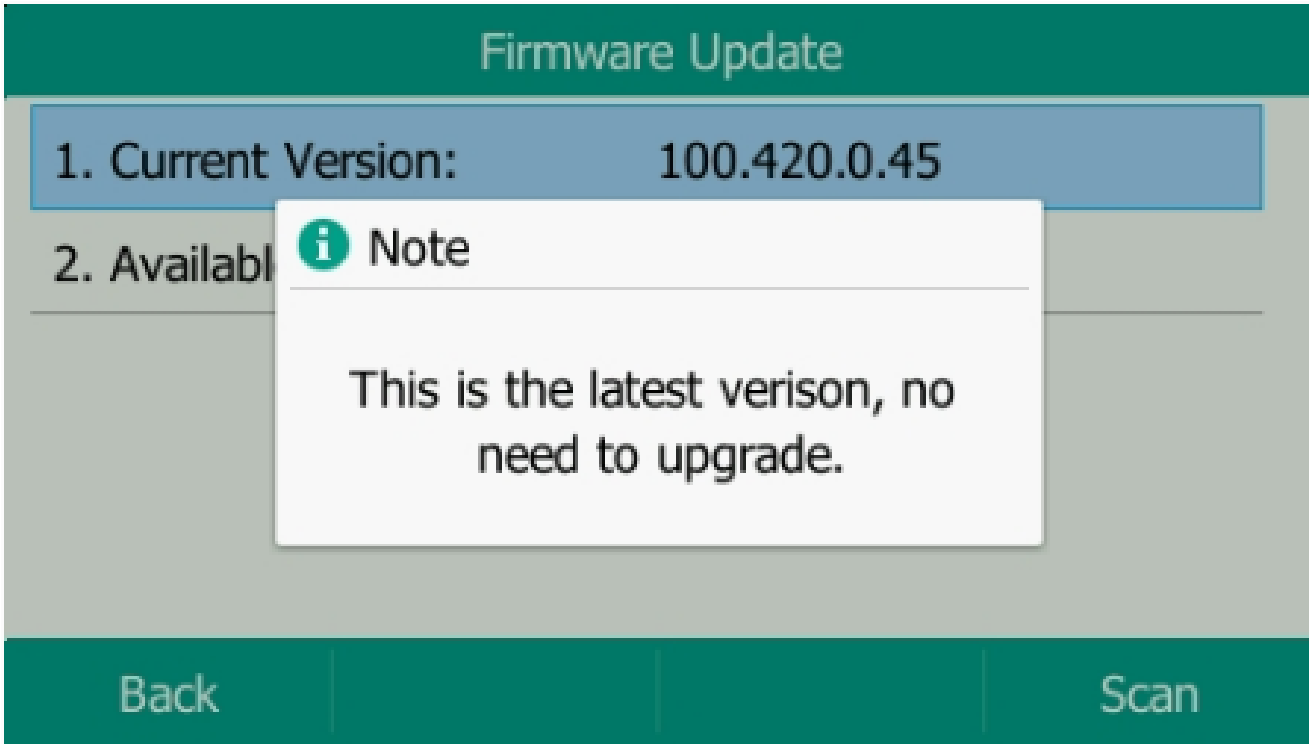
Procedure

1. Connect the headset/speakerphone to the desk phone.

> If the headset/speakerphone is connected for the first time, a pop-up window prompts guidance. Prompt: "Configure your headset now?".

2. Go to **Menu** > **Headset**.
3. Select **Firmware Update**.

4. If the headset/speakerphone is the latest version, it is displayed below:



Connect Analog Headset

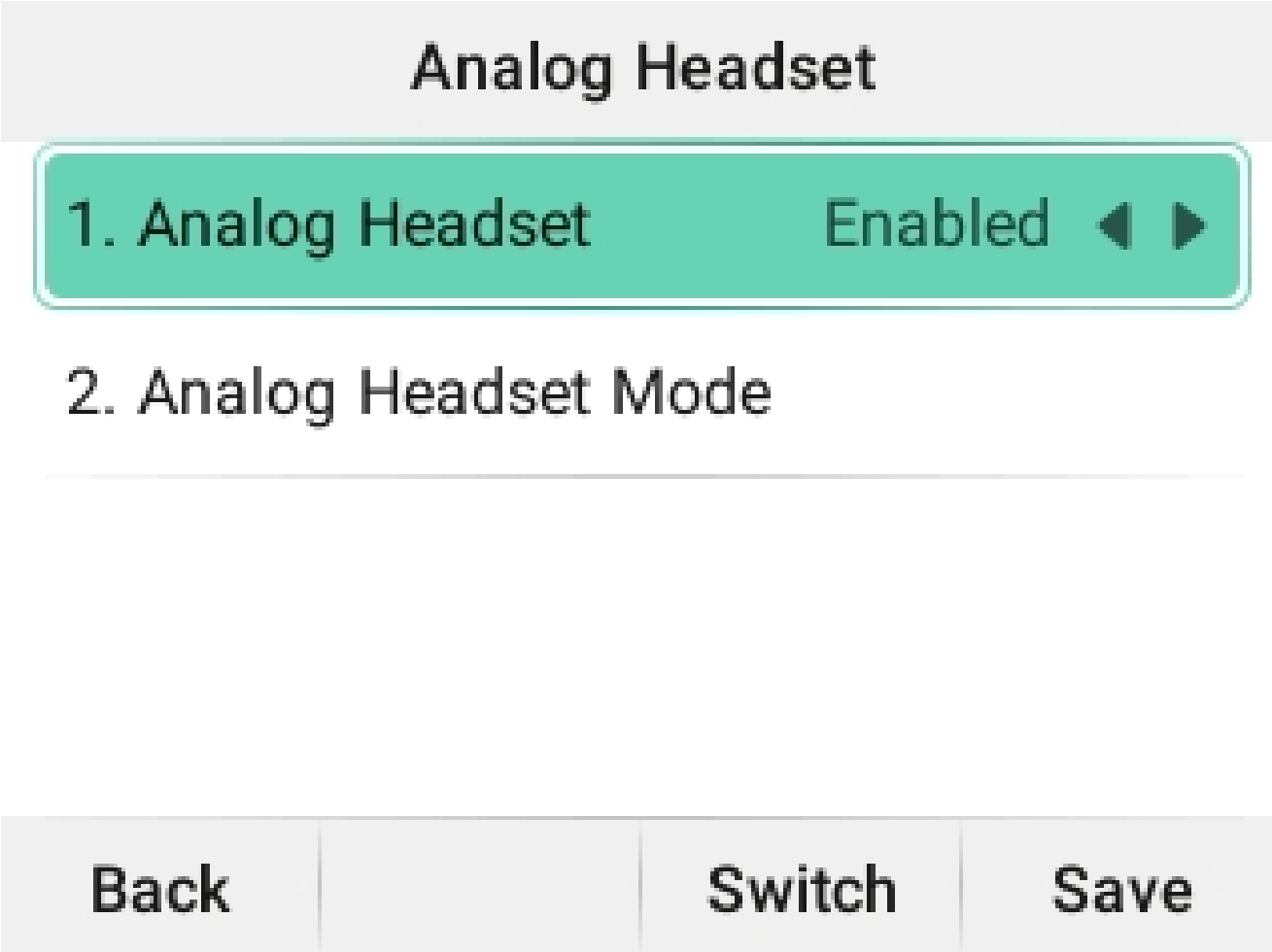
Introduction

If you want to use an analog headset, you require an optional headset YHS33/YHS34/YHS36.

> Only applicable to T73U/T73W/T74U/T74W/T85W phones.

Procedure

1. Insert the headset connector into the headset port on the back of your IP phone.
2. Go to **Menu** > **Basic** > **Analog Headset**, and select **Enabled**.
3. Select the desired mode in the **Analog Headset Mode** field.



Bluetooth Headset

You can use a Bluetooth headset to handle calls on the phones.

For more information, refer to the documentation from your Bluetooth headset manufacturer.

Wireless Headset

You can use most wireless headsets with your phone.

EHS40 provides the technical interface between your phone and an EHS-compatible wireless headset, such as Sennheiser/Jabra (GN Netcom) or Plantronics headset. After the EHS40 and your headset are connected successfully, you can handle calls by your headset.

For more information on how to connect EHS40, see the EHS40 User Guide on Yealink Technical Support page.

For more information on how to use your headset, see your headset documentation from the manufacturer.

USB Headset

You can use a USB headset to handle calls on the phone.

For information on how to connect a USB headset, see the Quick Start Guide for your phone on Yealink Support.

For a list of supported USB headsets, refer to the Tested headset list compatible with Yealink IP Phone for your IP phones on Yealink Support. USB headsets that are not listed may not function properly if you connect them to your phone.

For more information on how to use your USB headset, refer to the related documentation from the manufacturer.

Use Headsets

Introduction

After connecting a headset to your phone, you can activate the headset mode and use the headset when answer- ing and placing calls. If you do not want to use a headset to handle calls, you can deactivate the headset mode.

Procedure

1. Press the HEADSET key

/

/

on the phone.

2. *The headset icon appears on the phone screen.*

2. Press the HEADSET key

/

/

again on the phone.

3. *The headset icon disappears from the phone screen.*

> You can initiate or end calls by pressing the HEADSET key. Check with your system administrator to find out if it is available on your phone.

Manage Yealink USB Headsets

After connecting a Yealink USB headset to your phone, you can configure the headset settings on the phone.

Enable Local Ringtone

You can enable the headset to play a built-in tone while receiving an incoming call.

Procedure

1. Go to **Menu** > **Headset** > **Device Setting**.
2. Enable **Local Ringtone**.
3. Select **Save**.

Expansion Module and Phone

Connect Expansion Module

Introduction

You can connect the expansion module to your phone using the supplied materials in the expansion module's packaging.

Procedure

Do one of the following:

- Connect the expansion module to the phone using the connecting sheet and screws.
- Connect the supplied cable from the USB jack on the host phone to the mini USB jack on the expansion module.

For more detailed information about how to connect the expansion module, refer to the LCD Expansion Module quick start guide on the Yealink Technical Support page.

Assign Features for Ext Keys

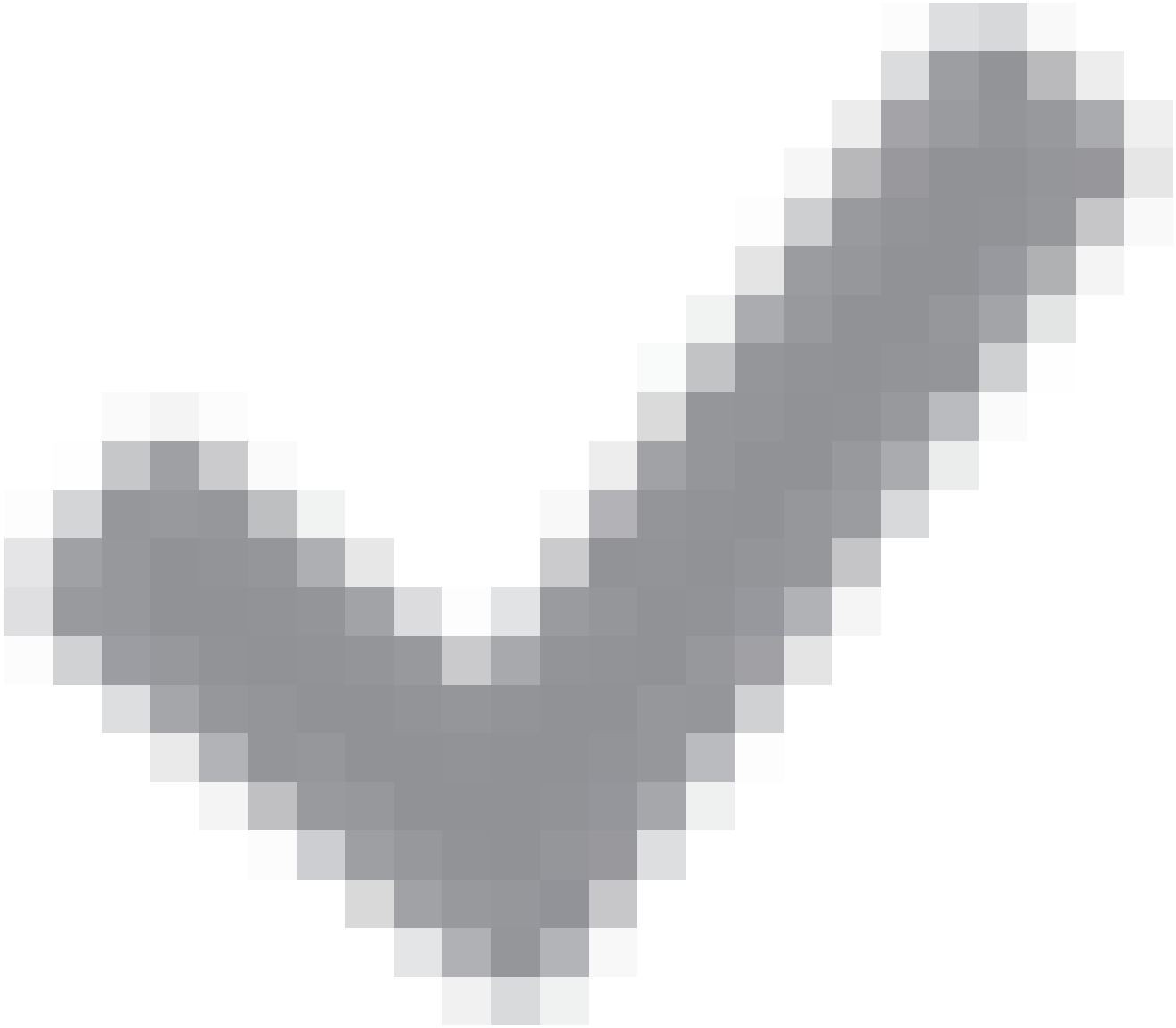
Introduction

You can customize features for Ext keys on the connected phone.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Long-press the desired Ext key on the expansion module.
  b. *The phone screen will enter the user setting interface of this key.*
  c. Customize the specific feature for this key on the phone.
  d. Select **Save**.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Select the desired key type from the **Type** field.
  b. Configure the settings for the corresponding key type.
  c. Select



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Adjust the Backlight of the Expansion Module

When you change the backlight intensity settings on your phone, the backlight on the expansion module connected to your phone automatically changes to match the new settings.

If you connect a color-screen expansion module EXP55 to your phone, the screen's intensity of both the phone and EXP55 will change synchronously.

Adjust the Screen Saver of the Expansion Module

If you connect a color-screen expansion module EXP55 to the phone, the screen saver starts or stops on both the phone and EXP55 synchronously.

Change EXP Wallpaper from Phone

Introduction

You can change the EXP wallpaper to make your EXP more personalized.

If you want to change the EXP wallpaper for T53W/T53 phones, contact your system administrator for assistance.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Basic** > **Display** > **EXP Wallpaper**.
  b. Select the desired image.
  c. Select **Save**.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Display** > **EXP Background** > **Wallpapers** or **Settings** > **Display** > **EXP Background** > **Wallpapers**.
  c. Select the desired wallpaper image.
  d. Tap **Set as exp background**.

> If the size of the custom picture doesn't meet the expansion module screen size, the wallpaper will be stretched or/and zoomed out according to the screen size.

Add EXP Wallpaper from USB Flash Drive

Introduction

You can use a picture that is stored in your USB flash drive as the EXP wallpaper on your phone.

We recommend that you add a picture less than 2.0 megapixels. Either the smaller or larger picture will be scaled proportionally to fit the screen.

> It is only available on T57W/T54W/T53C/VP59/T58A/T58W/T88W (Pro)/T88V Pro

phones.

Before You Begin

Make sure that the picture is in the root directory of your USB flash drive, and the USB flash drive is connected to your EXP50 successfully.

Procedure

Do one of the following:

- For T57W/T54W/T53C phones:
  a. Go to **Menu** > **USB** > **Browse Photo**.
  b. Select the desired picture and select **Preview**.
  c. For T57W phones, tap the desired picture to preview.
  c. Select **Set as** > **Set as EXP wallpaper**.
  d. Select **OK**.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Display** > **EXP Background** > **Wallpapers** or **Settings** > **Display** > **EXP Background** > **Wallpapers**.
  c. Select the desired wallpaper.
  d. Tap **Set as exp background**.

Use a Phone with a PSTN Account

You can connect an optional expansion PSTN box CPN10 to extend the functions of the conference phone. You can make PSTN calls.
Up to 2 cascaded PSTN Boxes can be installed on a conference phone.

> It is only applicable to T53X/T54W/T57W/T58A/T58W/VP59/CP925/CP935W/CP965/T88W (Pro)/T88V Pro phones.

Connect Expansion PSTN Box CPN10

If you want to use the functions about PSTN on the phone, you need to connect the expansion PSTN box CPN10 in advance.

Before You Begin

You need to prepare a Type-C to USB cable.

Procedure

Insert the USB plug on the expansion PSTN box into the USB port on the phone.
For the information on how to connect the expansion PSTN box CPN10, refer to the PSTN Box CPN10 quick start guide on Yealink Technical Support page.

Configure PSTN Account

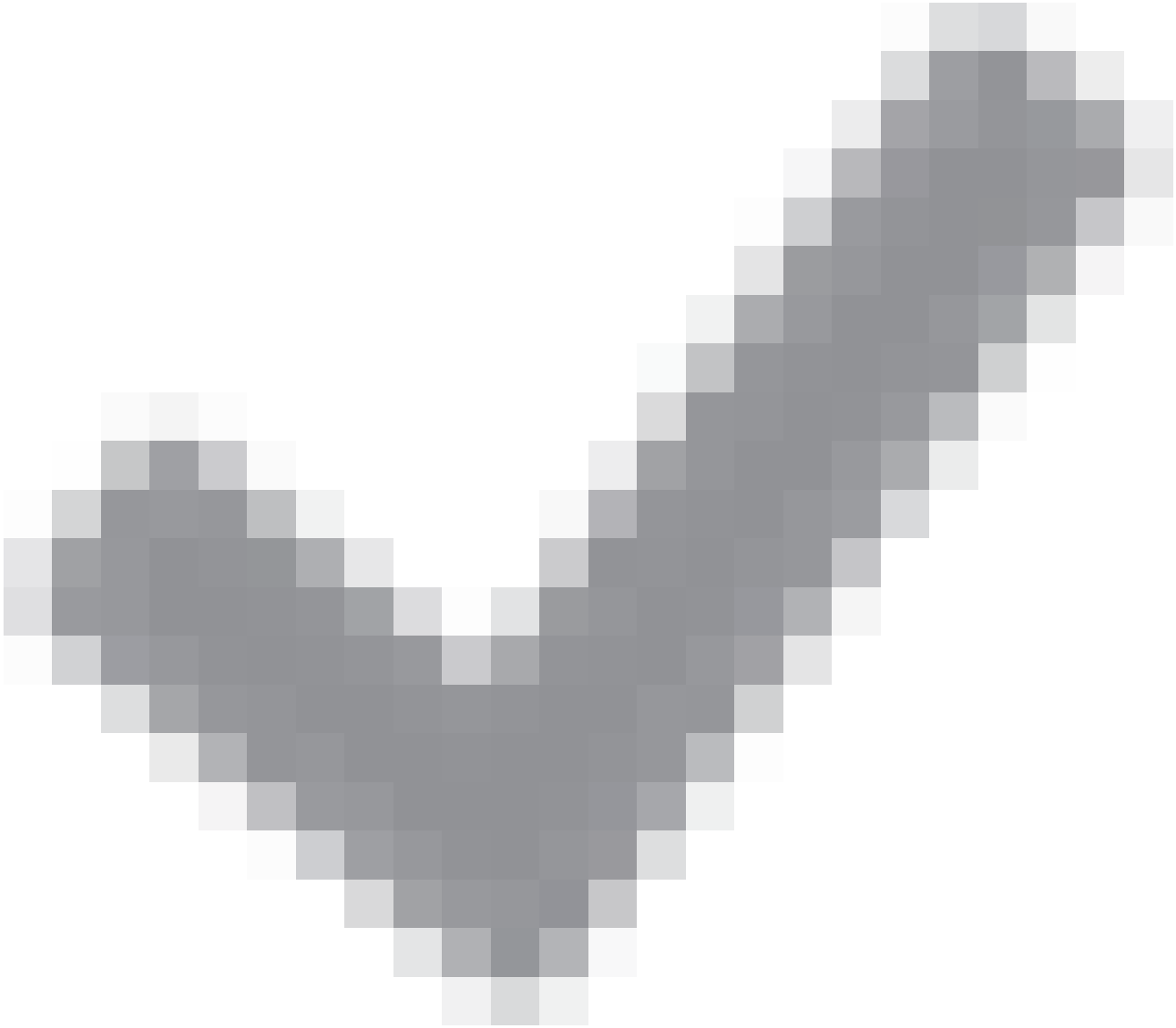
If you have connected an expansion PSTN box CPN10 to the phone, a PSTN account is automatically registered on the phone. You can disable the account.

Before You Begin

The PSTN box CPN10 is connected to the phone successfully, and the phone prompts to confirm that you want to set the PSTN account.

Procedure

1. Select **OK**.
2. Select the desired PSTN account.
3. Select the desired value from the **Active Line** field.
4. (Optional.) Enter the string that will appear on the phone screen in the **Label** field.
5. Select **Save** or



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- For T53X/T54W/T57W phones: You can also configure the PSTN account at the path **Menu** > **Settings** > **Advanced Settings** (default password: admin) > **Accounts**.
- For T58A/T58W/VP59 phones: You can also configure the PSTN account at the path **Settings** > **Advanced Settings** (default password: admin) > **Accounts**.
- For T88W (Pro)/T88V Pro phones: You can also configure the PSTN account at the path **Settings** > **Accounts**.
- For CP925/CP935W/CP965 phones: You can also configure the PSTN account at the path **More** > **Advanced** (default password: admin) > **Accounts**.

Select Country for PSTN Use

You have to select the country before using the PSTN account.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W phones:
  a. Do one of the following:
    - Go to **Menu** > **Settings** > **Basic Settings** > **Country**.
    - Go to **Menu** > **Basic** > **Country**.

  b. Select the desired country.

  c. Select **Save** or

.

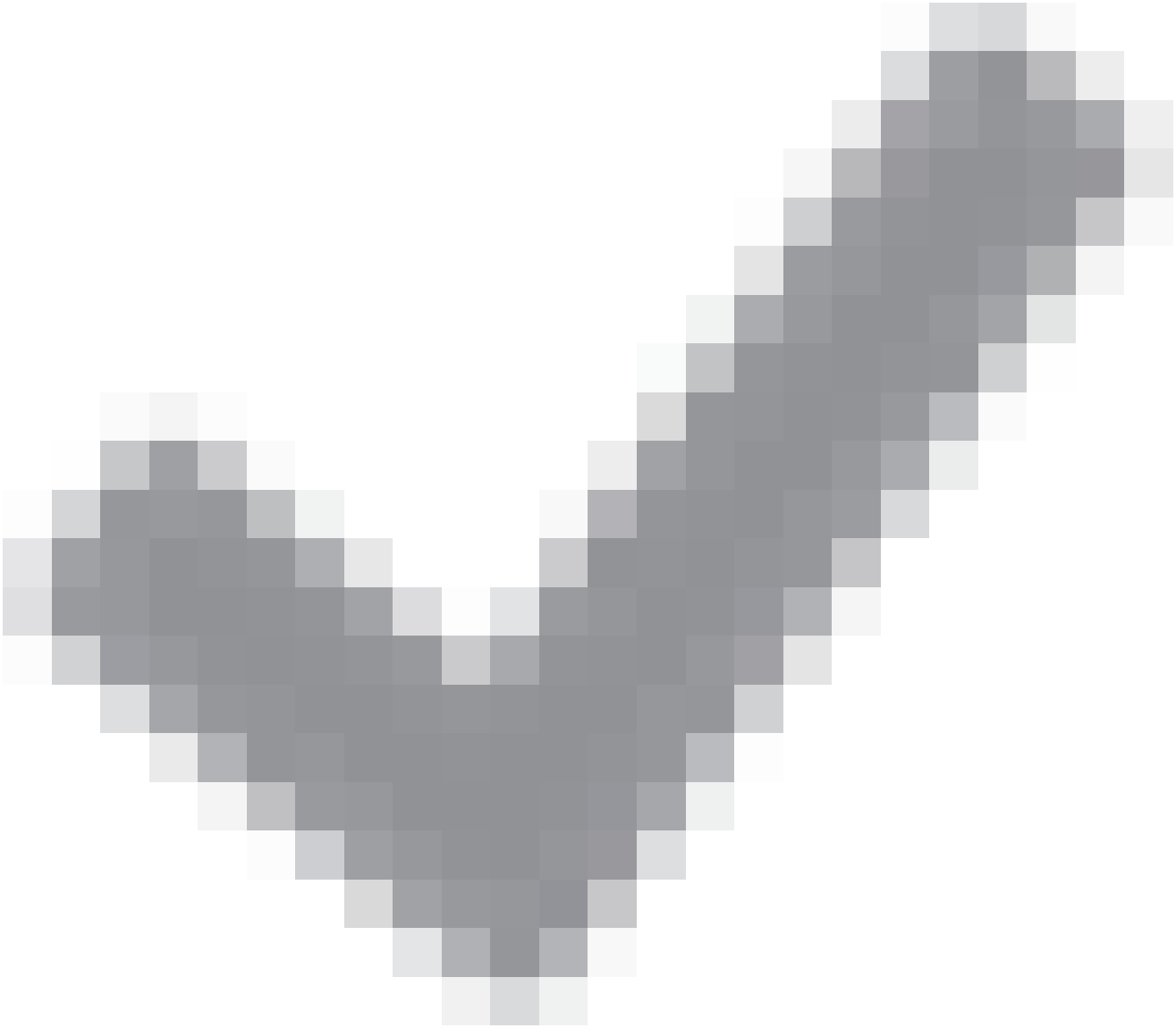
- For T58A/T58W/VP59 phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Basic Settings** > **Country**.

  c. Select the desired country.

  d. Select



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- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Country**.

c. Select the desired country.

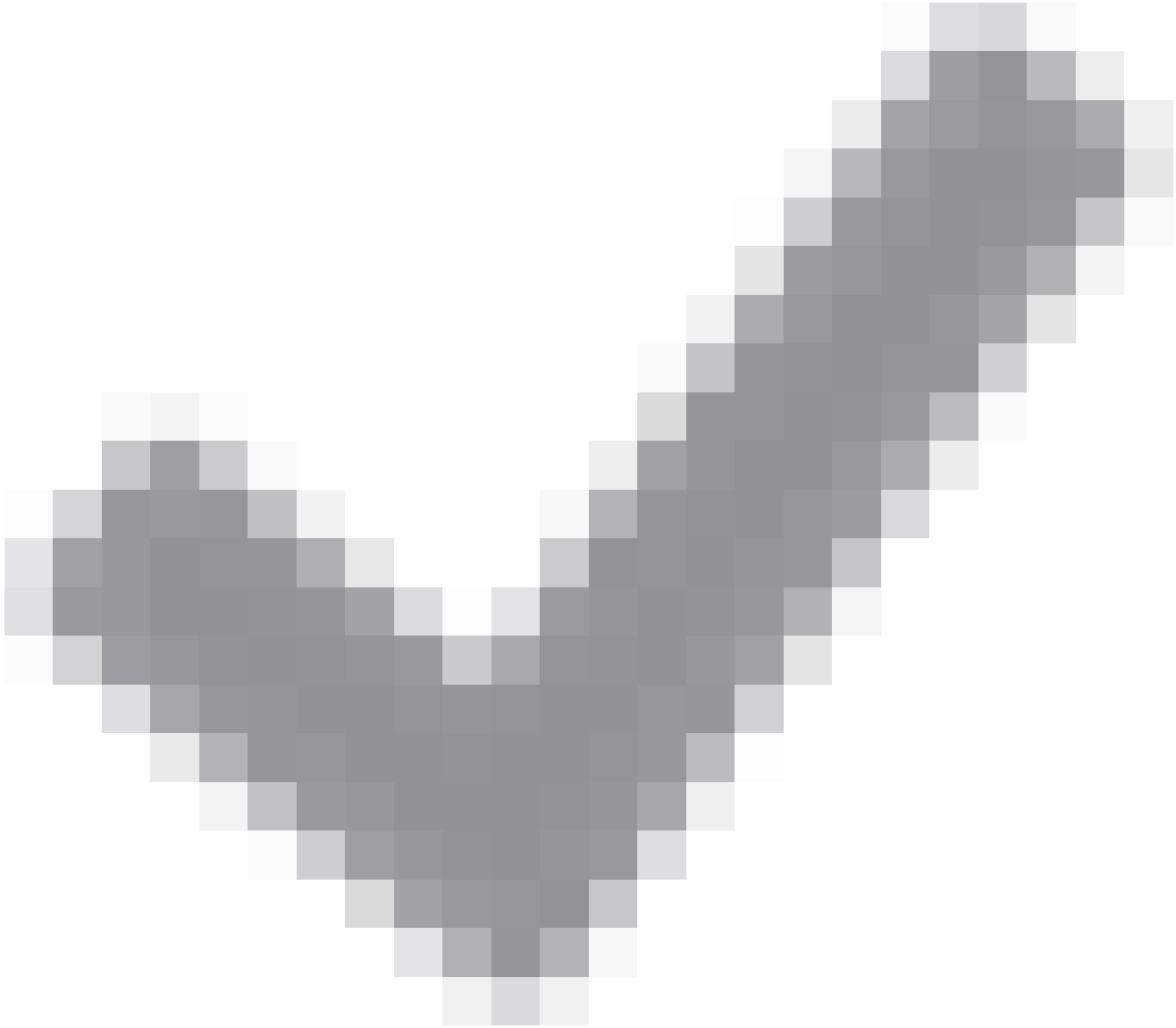
d. Select **Save**.

- For CP925/CP935W phones:

  a. Go to **More** > **Basic** > **Country**.

  b. Select the desired country.

  c. Select



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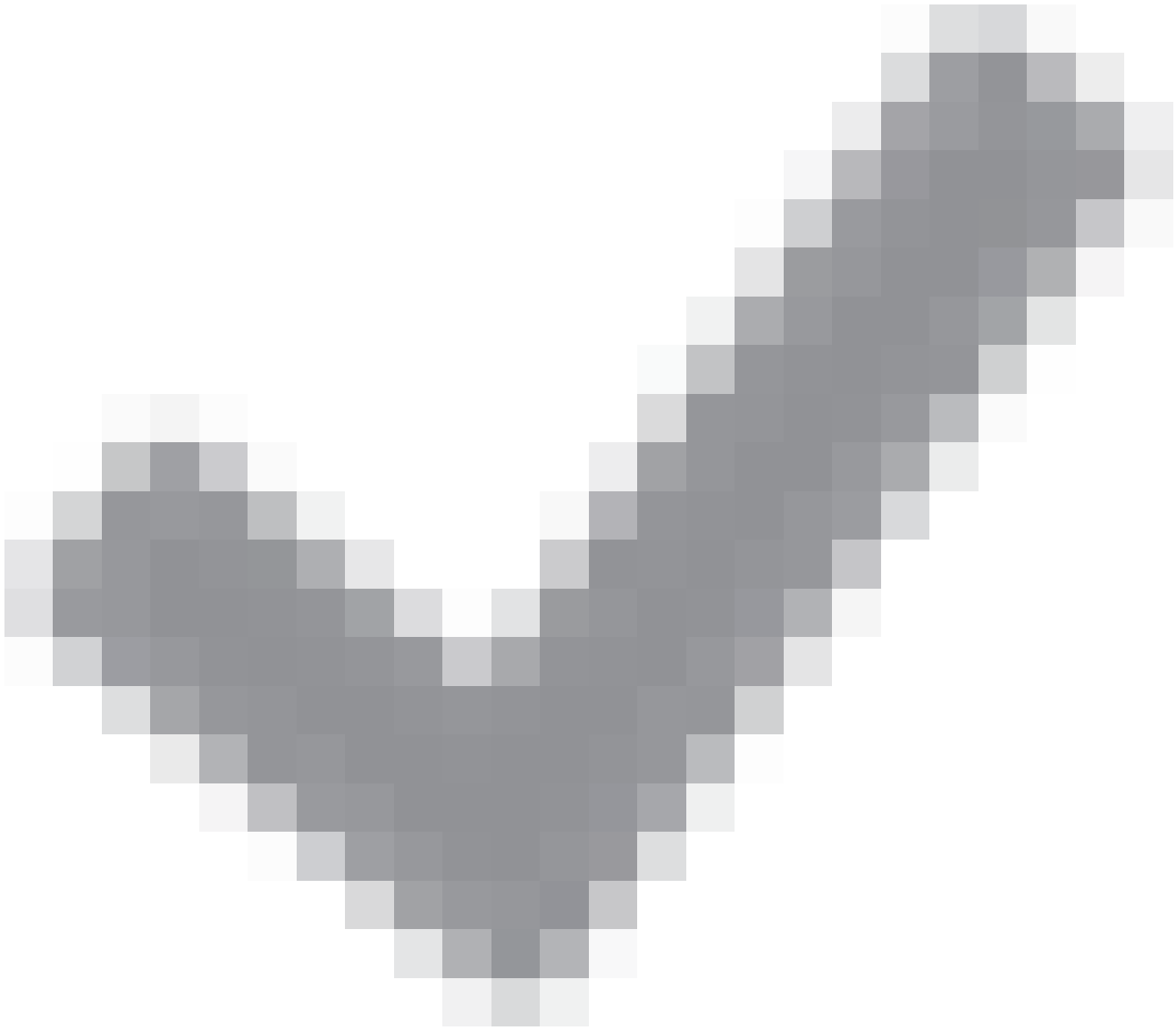
- For CP965 phones:

  a. Go to **More** > **Settings** > **Basic** > **Country**.

  b. Select the desired country.

c. Select



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Configuring the Flash Time

You can configure the flash time to adjust the length of time before a hook flash times out (or the call disconnects). Flash time can be configured from the following options:

- **Auto**: It depends on the country that is selected for the phone. The flash time is automatically set for that country.
- **75msec**, **100msec**, **300msec,** or **600msec**: The hook flash times out after the designated time (in milliseconds).

Before You Begin

The required flash time may be different in different countries or for different gateways/PBX servers. Contact your system administrator to find out which flash time you need to configure.

Procedure

Do one of the following:

- For T58A/T58W/VP59 phones:
  a. Swipe left or right to go to the second idle screen.
  b. Go to **Settings** > **Advanced Settings** (default password: admin) > **Flash Time**.
  c. Select the desired value.
  d. Select

.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen.

  b. Go to **Settings** > **Flash Time**.

  c. Select the desired value.

  d. Select **Save**.

- For CP925/CP935W phones:

  a. Go to **More** > **Advanced** (default password: admin) > **Flash Time**.

  b. Select the desired value.

  c. Select

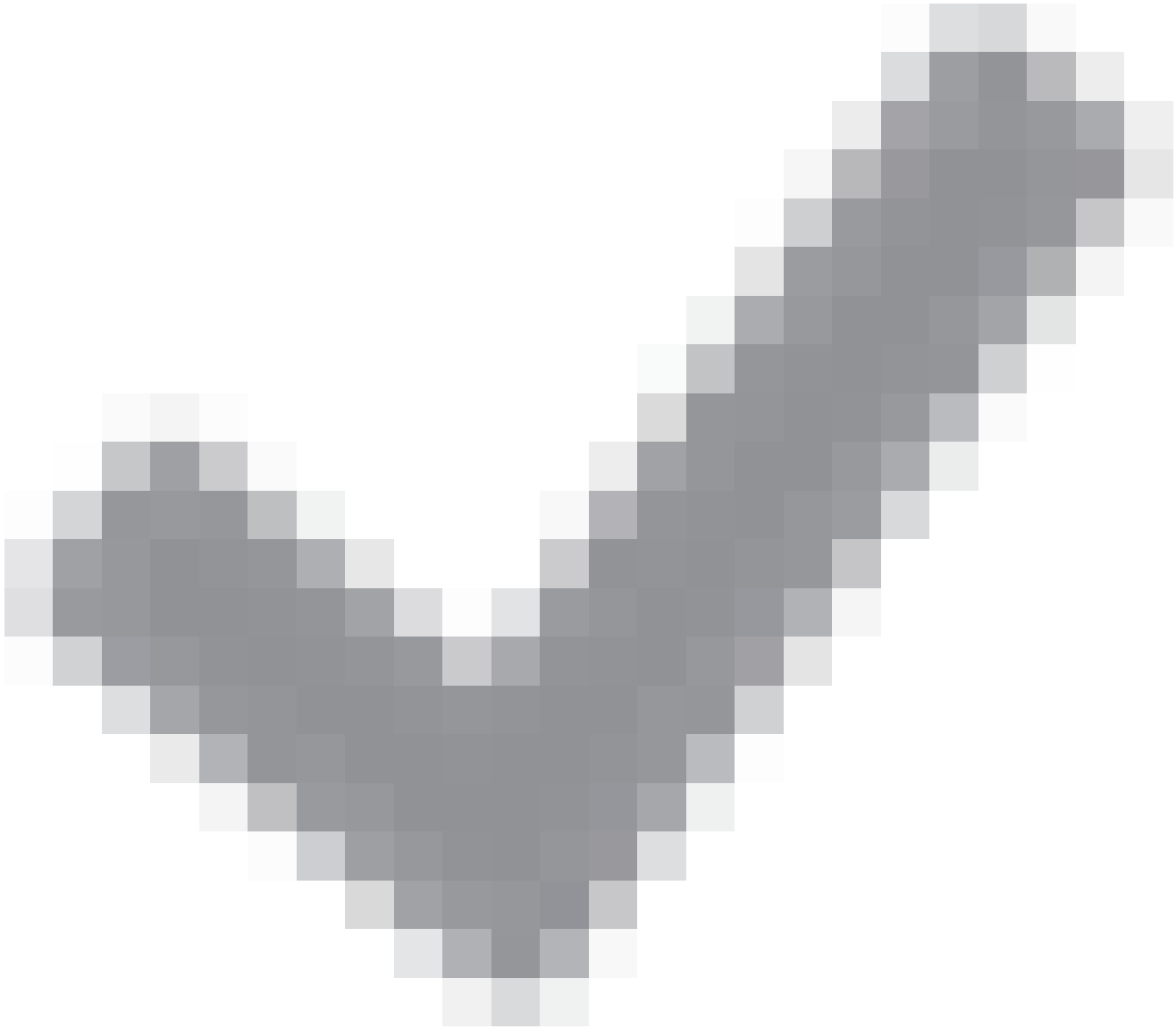
.

- For CP965 phones:

  a. Go to **More** > **Settings** > **Advanced** (default password: admin) > **Flash Time**.

  b. Select the desired value.

  c. Select



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Basic Call Features

The phone using a PSTN account can also perform some basic call features, such as placing, answering and ending calls.

The phone supports the following basic call features when using the PSTN account:

- Placing Calls
- Answering Calls
- Ending Calls
- Auto Answer
- Auto Redial
- ReCall
- Call Mute
- Call Hold/Resume

Conference

As one PSTN account can only support one call, you need to activate a hook flash to set up a conference.

A hook flash is a quick off-hook/on-hook/off-hook cycle (just like picking up a handset, laying the handset down on the handset cradle, and then picking it up again).

Then the active call will be placed on hold, you are allowed to place a new call and connect three parties in a conference. You cannot view the last participant in the conference call.

You can also set up a conference with more than two parties when you have multiple accounts on the phone. You can view and manage each participant in the conference call.

> The way to set up a conference call using a hook flash may be different for different gateways/PBX servers.

Procedure

1. Place a call to the first party.
2. When the first party answers the call, select **Flash** to activate a hook flash.
3. Enter the number of the second party.
4. When the second party answers the call, select **Flash** again to join the two parties in the conference. To remove this party from the conference call, select **Flash**.
5. To add an additional party to the conference, select **Conference** (another account is needed).
6. Enter the number of the new party and select **Send**.
7. Select **Conference** when the party answers.

Record via USB Flash Drive

You can use the recording feature when you have connected the PSTN box CPN10. But you need to connect the USB flash drive to the USB port on the CPN10 in advance.

Unavailable Features for PSTN

You cannot use the features below when using a PSTN account:

- Call Completion
- DND
- Call Forward
- Call Transfer
- Call Waiting
- Call Park
- Call Pickup
- Anonymous Call
- Anonymous Call Rejection
- Intercom
- Multicast Paging
- Shared Line
- Messages

Data Protection Mechanism

It is only applicable to CP935W phones.

Yealink provides a data protection mechanism, allowing you to decide whether to connect the phone to the Yealink Device Management (YDMP)/Yealink Management Cloud Service (YMCS) and what private data you permit to report.

If you enable this feature, you allow connecting your phone to the Yealink Device Management (YDMP)/Yealink Management Cloud Service (YMCS) provided by your resellers or distributors, and they secure your phone.

Also, you allow reporting the phone's low- and medium-sensitive data to the YDMP/YMCS.

If you disable this feature, you cannot use the auto-provision feature to connect the phone to the YDMP/YMCS.

The phone's low-, medium-, and high-sensitive data includes:

Data Sensitivity Level	What YDMP/YMCS Can Do	Data Details

Low	View basic device information	**Phone**: MAC, SN, public IP, model, firmware, log level, enterprise ID, site ID, device status, and so on. **Accessories**: MAC, SN, public IP, private IP. model, firmware, connection type, and so on.
Low	View alarm information	- Critical register failure- Critical Upgrade firmware failure - Critical Update configuration failure - Minor Call failed - Minor Hold failure - Minor Resume failure - Minor RTP violate RTP - Minor RTP address change RTP - Minor RTP dead RTP - Minor SRTP failure SRTP - Minor Contact download failed
Low	Test network connectivity	/
Med ium	View detailed information	- Critical register failure - Critical Upgrade firmware failure - Critical Update configuration failure - Minor Call failed - Minor Hold failure - Minor Resume failure - Minor RTP violate RTP - Minor RTP address change RTP - Minor RTP dead RTP - Minor SRTP failure SRTP - Minor Contact download failed
Med ium	View account information	1. Device information 2. Account capability 3. Account types 4. Network information 5. Bluetooth information 6. License information 7. Skype for Business object 8. Information when the device disconnected from the YDMP/YMCS

Medium	View account information	**Account information**: Line ID, server type, account display name, extension, alias, and so on. **Server information**: Server address, server port, transport type, proxy, and so on.
Medium	Sign out of account Restart device Send message to phone Obtain log files Obtain configuration files Set DND	/
High	Obtain QoE (Quality of Experience) information	Local URI, remote URI, audio information, video information, and so on
High	Take screenshots	/
High	Capture packets	/

Procedure

1. Go to **Menu** > **Security**.
2. Turn on/off the **Connect DM Service**.
   - **Enabled**: You allow connecting your device to the YDMP/YMCS and report the low- and medium-sensitive data.
   - **Disabled**: Your phone will not be connected to the YDMP/YMCS, and the low- and medium-sensitive data are not reported. You cannot use the auto-provision feature to

connect the phone to the YDMP/YMCS.

3. Select **Save**.

Reject Call Quality Statistics Uploads

If you enable this feature and your phone is connected to the YDMP/YMCS, your call statistics will be uploaded. Turn off this feature if you do not want to upload call statistics.

Procedure

1. Go to **Menu** > **Security**.
2. Turn on/off **Call Quality Statistics**.
   - **Enabled**: You allow uploading your call statistics to the YDMP/YMCS.
   - **Disabled**: Your call statistics will not be uploaded to the YDMP/YMCS.
3. Select **Save**.

If you enable this feature and your phone is connected to the YDMP/YMCS, your IT administrators, resellers, distributors, or other remote parties can capture packets via the YDMP/YMCS. Turn off this feature if you do not want them to capture packets.

Procedure

1. Go to **Menu** > **Security**.
2. Set the value for **Packet Capture**.
   - **Allowed**: You allow remote parties to capture packets via the YDMP/YMCS.
   - **Blocked**: You reject remote parties to capture packets via the YDMP/YMCS.
   - **Unauthorized**: When remote parties capture packets via the YDMP/YMCS, your phone screen will pop up a window, prompting you to allow or reject their requests.

Reject Screenshot Taking

If you enable this feature and your phone is connected to the YDMP/YMCS, your IT administrators, resellers, distributors, or other remote parties can take the device screenshots via the YDMP/YMCS. Turn off this feature if you do not want them to take screenshots.

Procedure

1. Go to **Menu** > **Security**.
2. **Set the value for Screenshot.**
   - **Allowed**: You allow remote parties to take screenshots via the YDMP/YMCS.
   - **Blocked**: You reject remote parties from taking screenshots via the YDMP/YMCS.
   - **Unauthorized**: When remote parties take screenshots via the YDMP/YMCS, your phone screen will pop up a window, prompting you to allow or reject their requests.
     - If you allow the requests, the value changes to **Allowed**, and the window will not pop up again.
     - If you reject the requests, the value will not change, and the window will pop up again

when they take screenshots next time.

3. Select **Save**.

Attach DECT USB Dongle DD10K

You need to attach the DECT USB Dongle DD10K to turn the phone into a corded-cordless phone.

Procedure

Attach the DD10K into the USB port on the phone.

Handset Registration

After attaching the DD10K, you can register up to four handsets to your phone.

Set the Phone to Handset Registration Mode

You have to set the phone to the handset registration mode before you register a handset to the phone.

Before You Begin

Make sure you have attached a DD10K to the phone.

Procedure

1. Go to **Menu** > **DECT Settings** > **Handsets**.
2. For T53W/T53 phones, go to **Menu** > **Settings** > **DECT Settings** > **Handsets**.
2. Select **Register**.
3. *The phone prompts you to register your handset.*

Register Handset to Phone

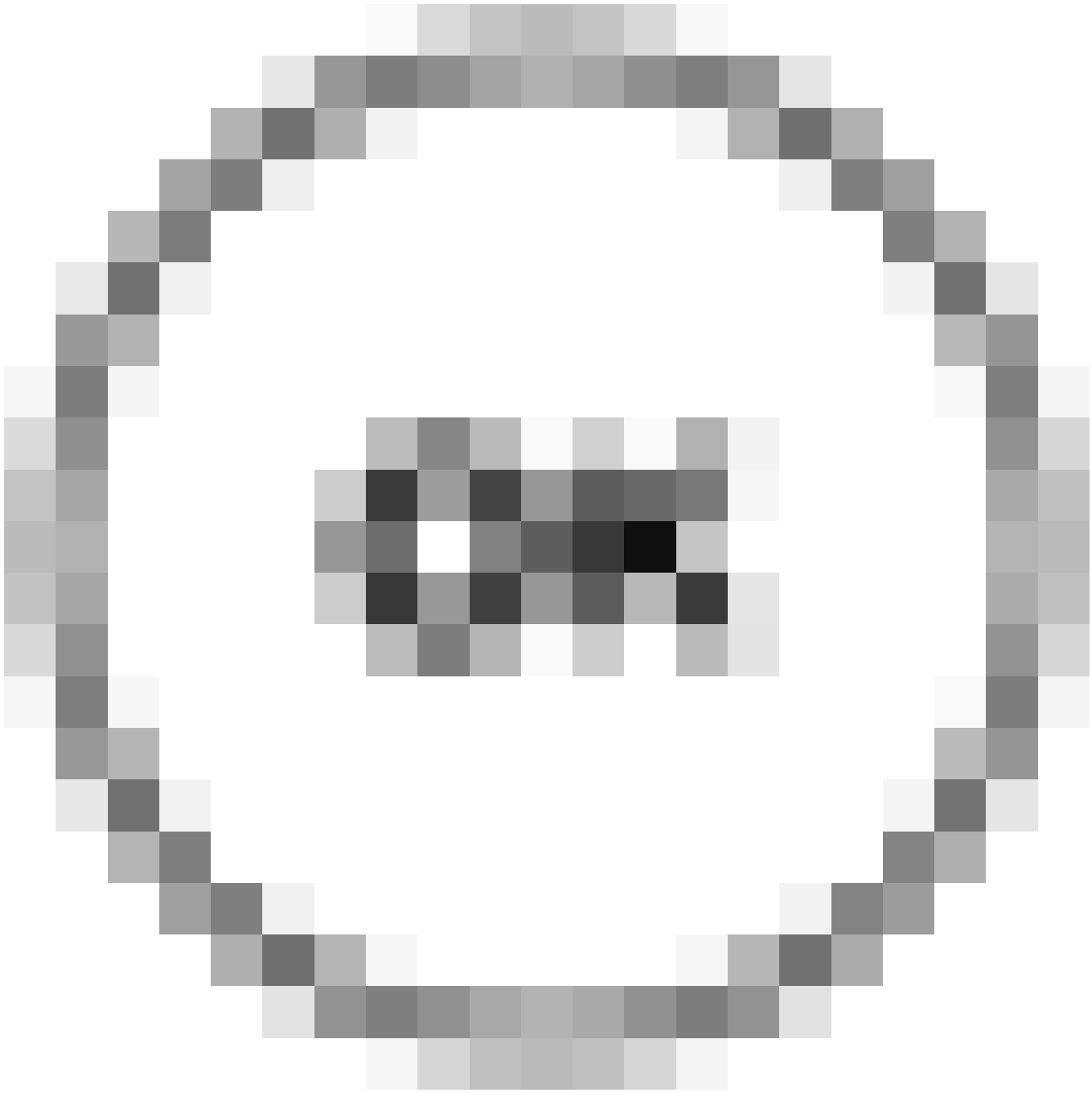
The corded-cordless phone acts as a base station and Handset 1. You can register other handsets to the phone.

Before You Begin

Make sure the phone is in the handset registration mode.

Procedure

1. Do one of the following on the handset:
   - Go to **OK** > **Register Handset**.
   - Go to



> **Settings** > **Registration** > **Register Handset**.

- *The handset begins searching for the phone.*

2. Press **OK** after a phone is found.
3. Enter the base PIN (default: 0000), and then press **OK**.
4. *The handset prompts you that the handset is registered successfully.*

De-register a Handset on Handset

You can deregister a handset from the handset when you no longer want to use the current base station.

Procedure

1. Go to **OK** > **Settings** > **Registration** > **De-reg. Handset**.
2. Enter the base PIN (default: 0000), and then press **Done**.
3. *The phone displays the handsets that are registered to the same phone. The name of your*

handset is highlighted.

3. Highlight the desired handset and then press **OK**.
4. *The phone prompts you to deregister the handset or not.*
4. Press **Yes**.

De-register Handset on Phone

You can deregister a handset on the phone when you no longer need this handset.

Procedure

1. Go to **Menu** > **DECT Settings** > **Handsets**.
2. For T53W/T53 phones, go to **Menu** > **Settings** > **DECT Settings** > **Handsets**.
2. Select **Delete**.
3. Enter the base PIN (default: 0000), and then select **OK**.

DECT Intercom

When the handset is registered to the phone successfully, you can place/receive a DECT intercom call to/from the handset registered to your phone.

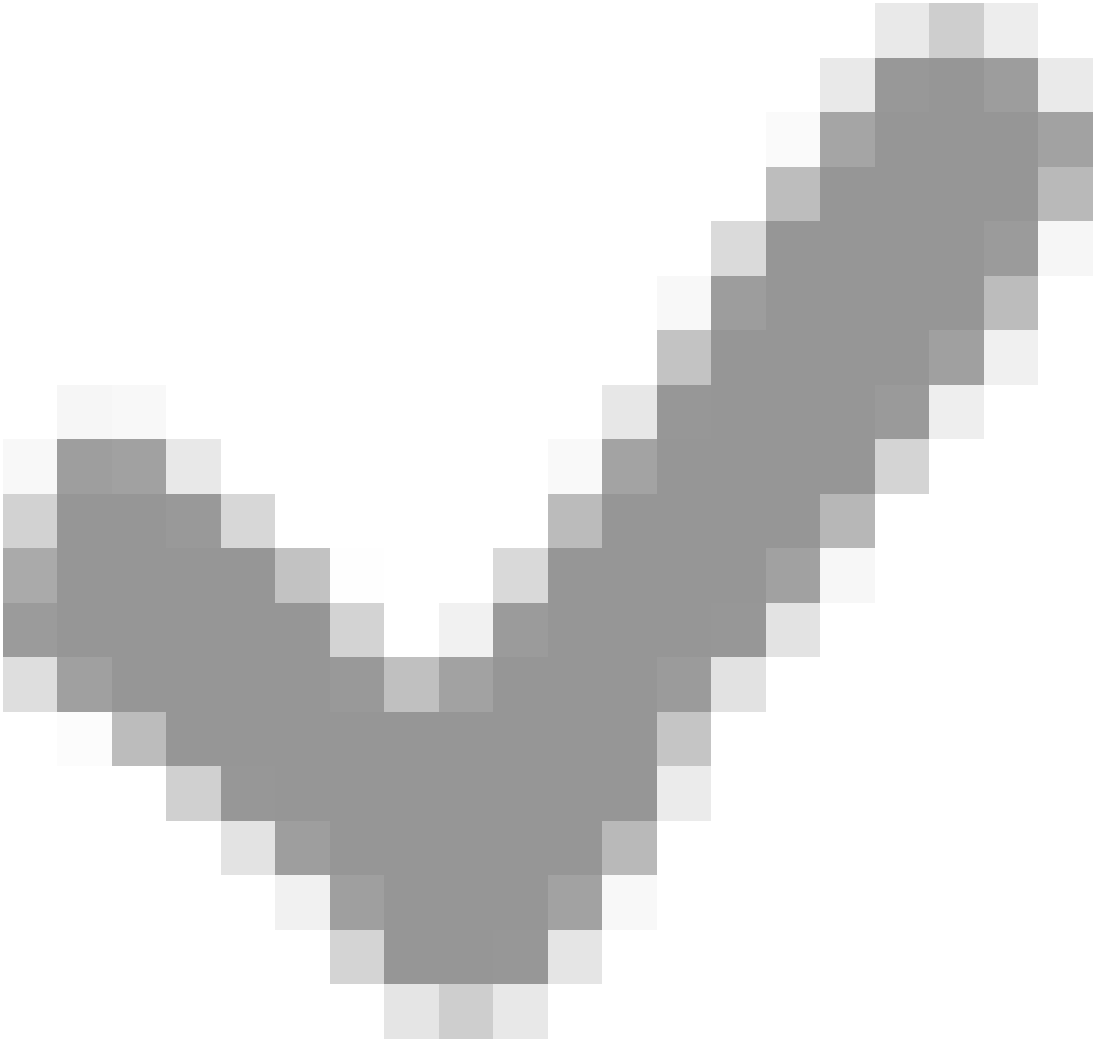
Configure Auto Intercom

You can configure the phone to automatically answer an incoming internal intercom call and play a warning tone. The following types of warning tones are available:

- **On (Beep On)**: The phone answers an incoming internal intercom call automatically and plays a warning tone.
- **On (Beep Off)**: The phone answers an incoming internal intercom call automatically without a warning tone.
- **Off**: Auto intercom feature is off. You need to answer an incoming internal intercom call manually.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T85W/T87W phones, go to **Menu** > **DECT Settings** > **Auto Intercom** or **Menu** > **Settings** > **DECT Settings** > **Auto Intercom**.
   - For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, go to **DECT Settings** > **Auto Intercom**.
2. Select a desired option from the **Auto Intercom** field.
3. Select **Save** or



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Place a DECT Intercom Call on the Handset

You can place a DECT intercom call to a handset registered to the same phone, or place a DECT intercom call to the phone which you registered the handset.

Up to two intercom calls can be set up on the handset.

Procedure

1. Go to **OK** > **Intercom**.
2. *The phone screen displays the names of all registered headsets and the **All Handsets** option.*

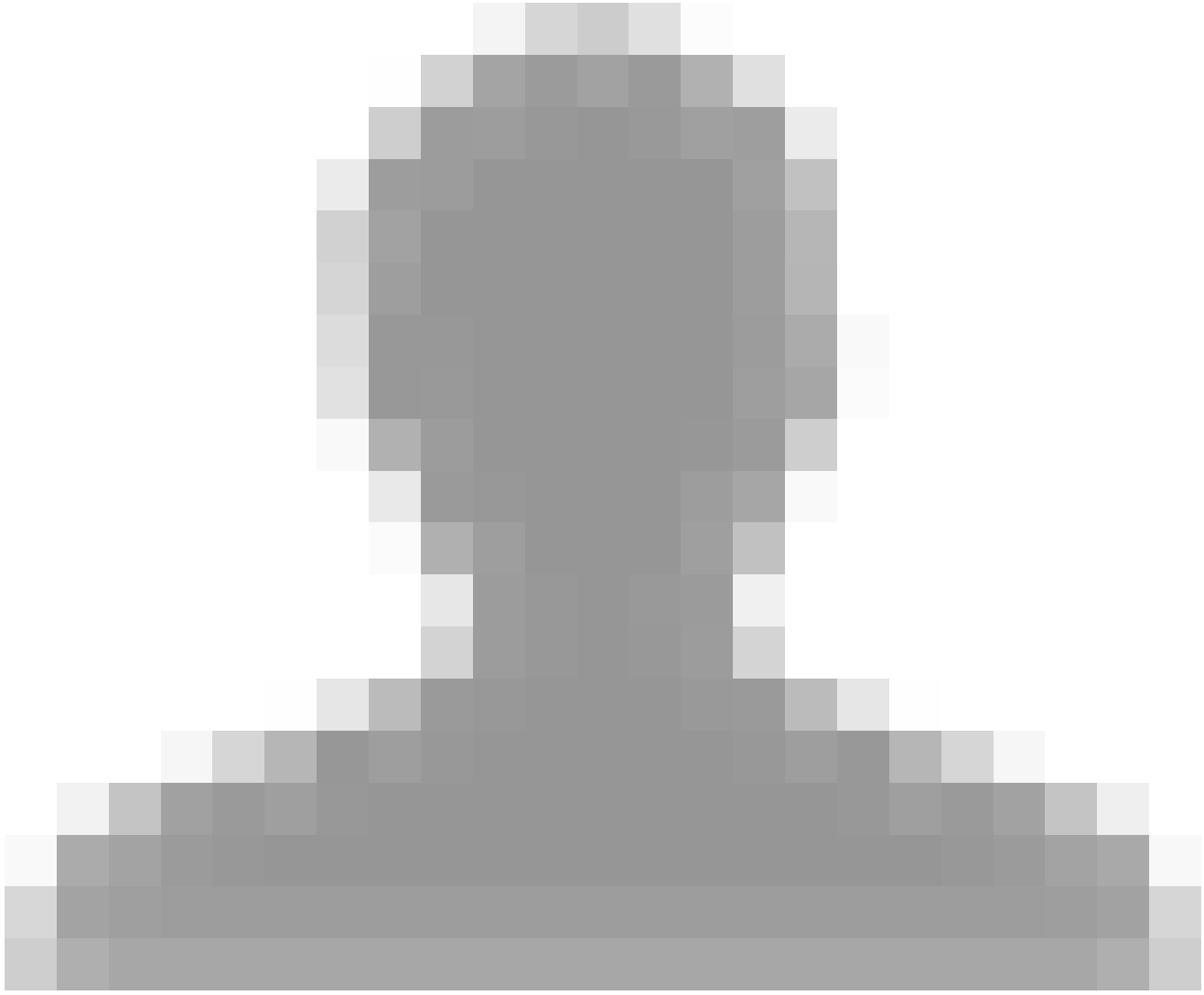
2. Highlight the desired handset or phone.
3. Press **OK** to dial out.

Place a DECT Intercom Call on the Phone

You can place a DECT intercom call to a handset registered to the phone.

Procedure

1. Do one of the following:
2. *The phone screen displays the names of all registered headsets.*
   - For T3X/T4X/T53X/T54W/T57W/T85W/T87W phones, go to **Menu** > **Features** > **Dsskey** or **Menu** > **Features** > **Others** > **Dsskey**.
   - For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, go to



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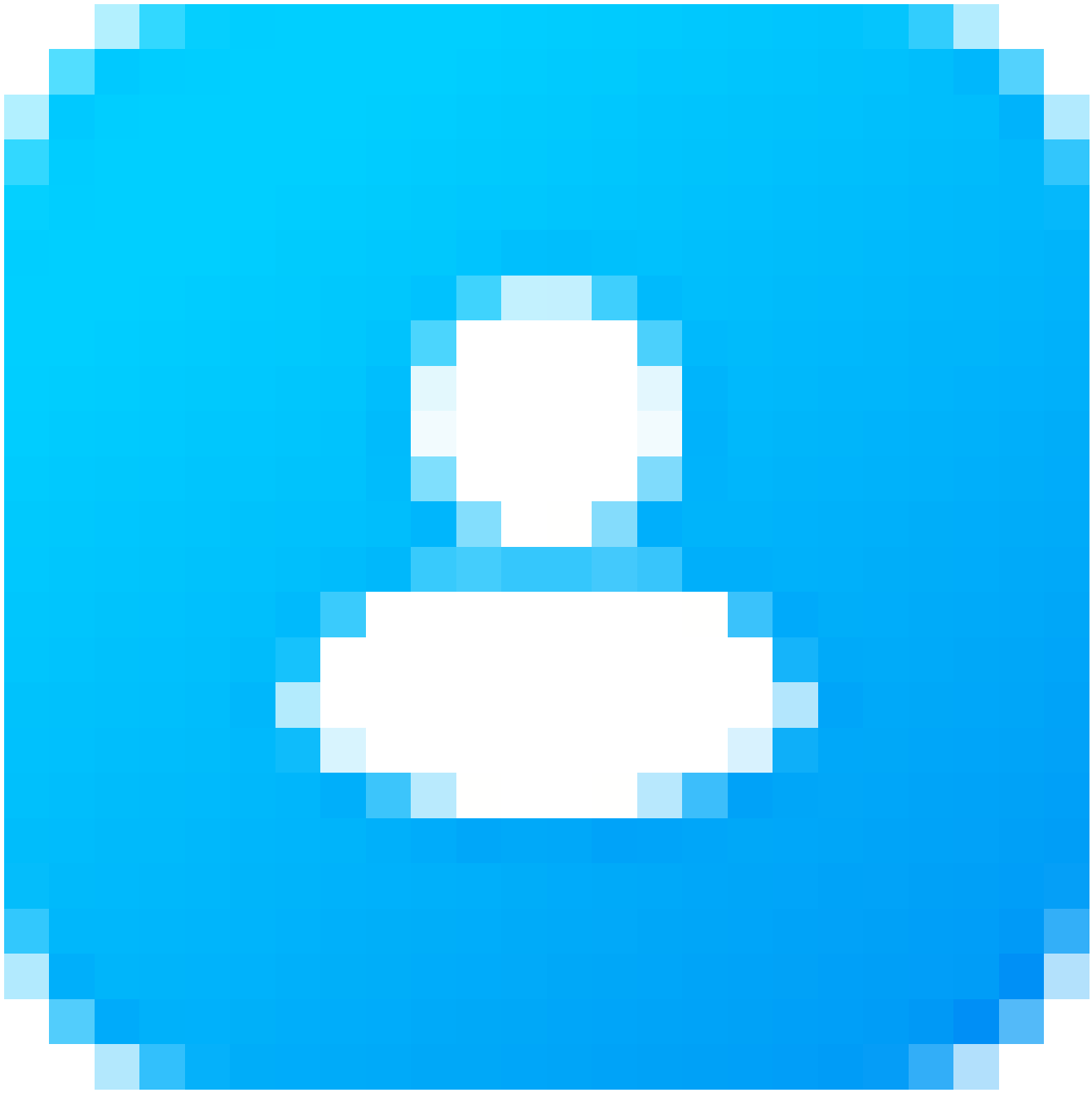


> **DECT Intercom**.

2. Select the desired handset, and select **Send**.
3. For T57W/VP59/T58A/T58W/T88W (Pro)/T88V Pro phones, tap the desired handset.
4. *The corresponding handset will ring.*

Place a DECT Intercom Call with the DECT Intercom Key

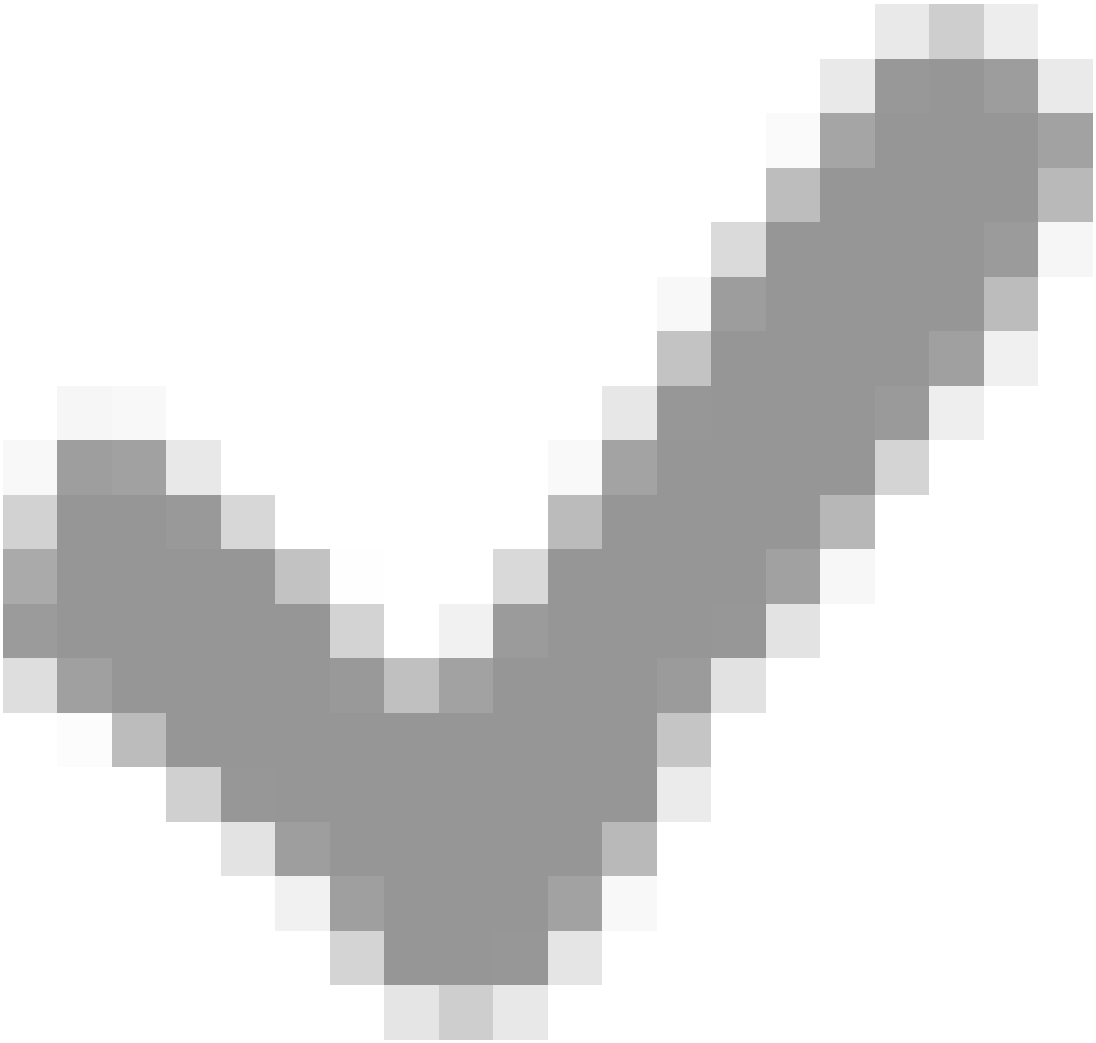
You can quickly dial a handset registered to your phone through the DECT Intercom key.

Procedure

1. Do one of the following:
   - For T3X/T4X/T53X/T54W/T57W/T85W/T87W phones, go to **Menu** > **Features** > **Dsskey** or **Menu** > **Features** > **Others** > **Dsskey**.

- For VP59/T58A/T58W/T88W (Pro)/T88V Pro/T88V Pro phones:
  i. Swipe left or right to go to the second idle screen.
  ii. Go to **Settings** > **Features** > **Dsskey**.

2. Select the desired line key.
3. Select **DECT Intercom** from the **Type** field.
4. Select a target handset from the **Select handset** field.
5. (Optional.) Enter the string that will appear on the phone screen in the **Label** field.
6. Select **Save** or



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7. Place a DECT intercom call by pressing a DECT Intercom key when the phone is idle.

> You can drag the line key to the **Edit** field to set a DECT Intercom key.

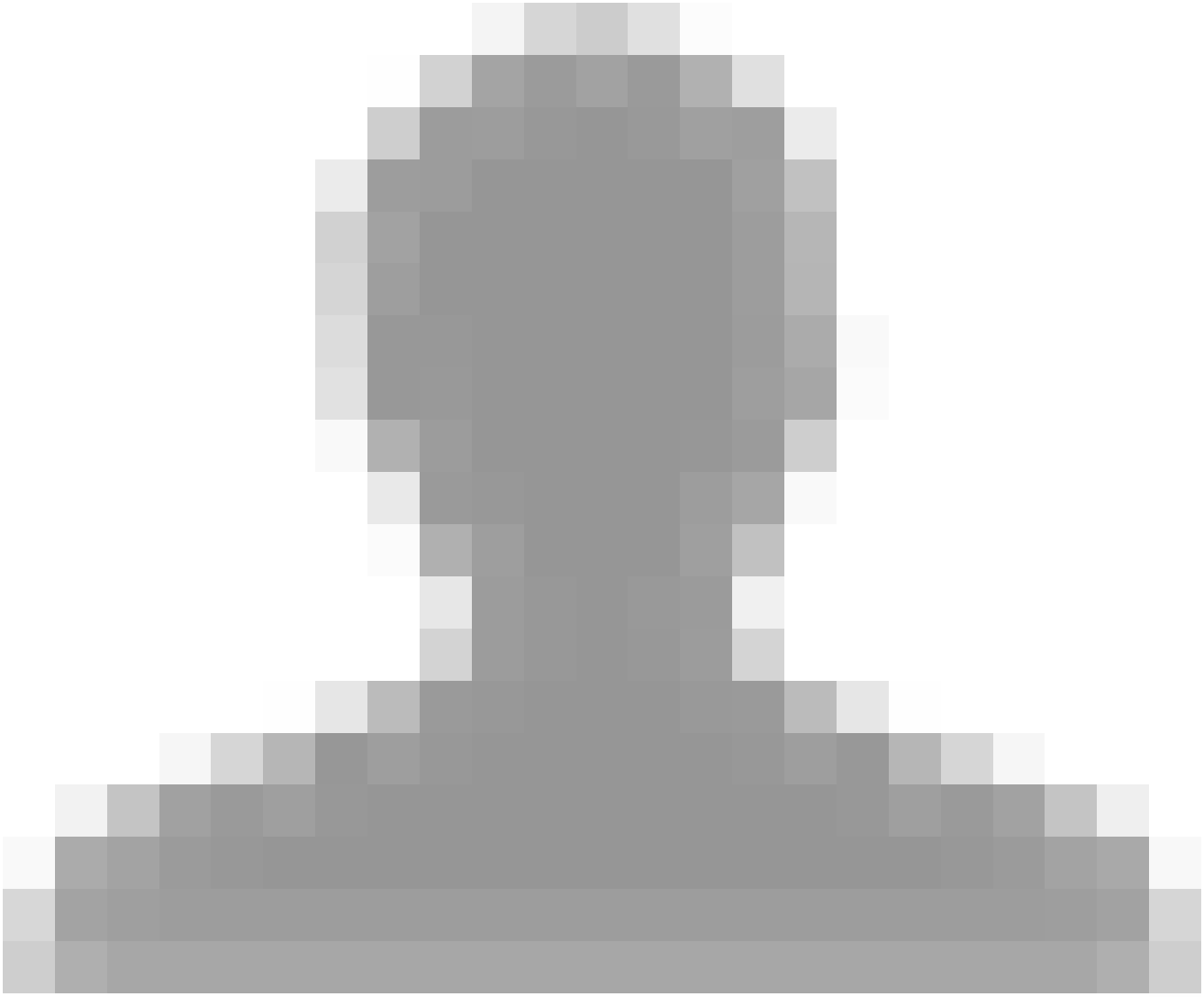
Perform Blind Transfer to Handset

You can quickly transfer a SIP call to the handset registered to your phone.

Procedure

Do the following:

- For T54W/T53W/T53/T53C phones:
  a. When the phone is on a call, select **Transfer**.
  b. Select **Intercom**. Highlight the desired handset, and select **B Transfer**.
- For T57W/T85W/T87W phones:
  a. When the phone is on a call, select **Transfer**.
  b. Select **Directory** > **DECT Intercom**. Tap the desired handset, and select **B Transfer**.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
- When the phone is on a call, select **Transfer**.
  - Drag the far-site window to a DECT Intercom key.
  - Tap **Transfer**.
  - Go to



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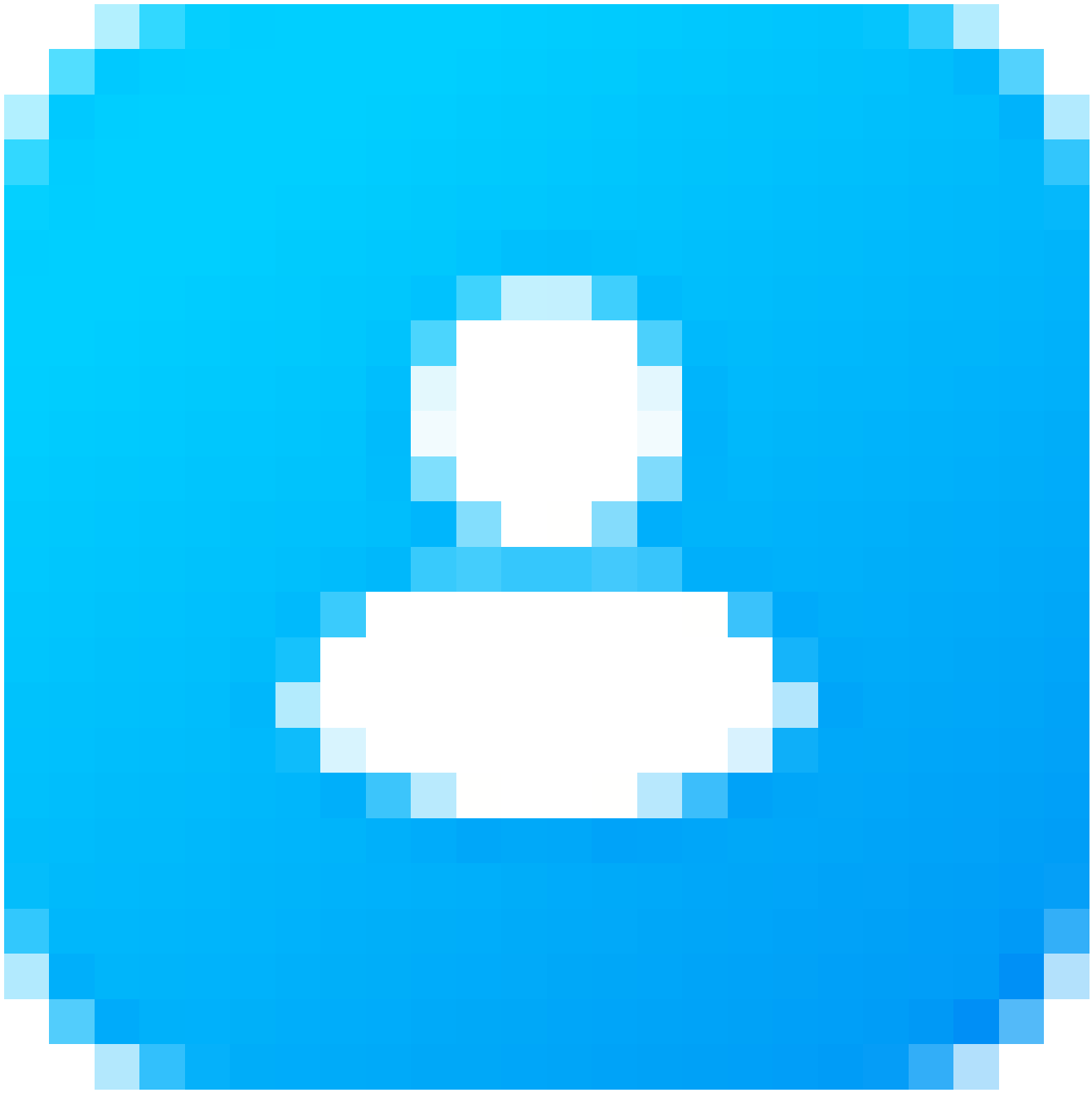


> **DECT Intercom**.

- Tap the desired handset.

Merge DECT Intercom Call with SIP Call into Conference

You can merge the current DECT intercom call with a SIP call into a conference.

Procedure

1. Place a DECT intercom call and a SIP call on the phone.
2. Select the desired call for a conference and ensure that the call is active.
3. Select **Conference**.
4. Select the Hold call to join the conference.ce.

Do the following:

- For T57W/T54W/T53W/T53/T53C/T85W/T87W phones:

  a. Place a DECT intercom call and a SIP call on the phone.

  b. Select the desired call for a conference and ensure that the call is active.

  c. Select **Conference**.

  d. Select the Hold call to join the conference.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:

  a. Place a DECT intercom call and a SIP call on the phone.

  b. Do one of the following:

  - Drag one far-site window to the other far-site window.
  - Tap **Conference** from the pop-up box.
  - Tap the desired call for a conference and ensure that the call is active.
  - Tap **Conference**.
  - Tap the Hold call to join the conference.

Repeater Mode

Repeater mode extends the radio coverage of the phone. The repeater has the same radio coverage as the base station.

This feature is especially useful for users who require mobility in large dwellings. If the repeater mode is enabled, and a repeater is registered to the base station, the handset registered to the base station can be used either in the base station or the repeater coverage area, thereby providing users with greater freedom in mobility.

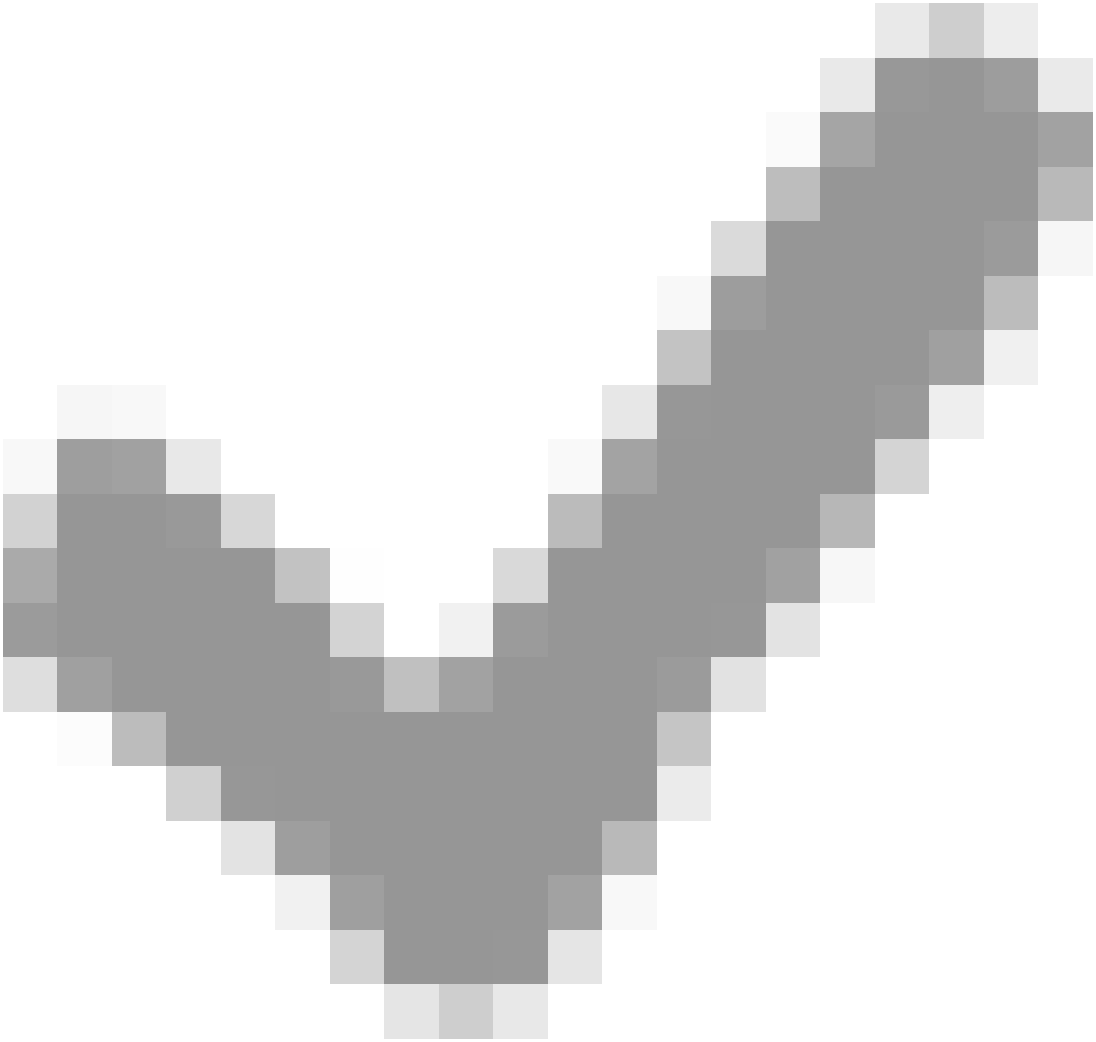
The phone is compatible with DECT repeater RT10/RT20/RT20U/RT30.

Enable Repeater Mode

You have to enable the repeater mode before you register a repeater.

Procedure

1. Do one of the following:
   - For T53X/T54W/T57W/T85W/T87W phones, go to **Menu** > **DECT Settings** > **Repeater** or **Menu** > **Settings** > **DECT Settings** > **Repeater**.
   - For VP59/T58A/T58W/T88W (Pro) phones:
     i. Swipe left or right to go to the second/third idle screen.
     ii. Go to **DECT Settings** > **Repeater Mode**.
2. Select a repeater from the **Repeater Mode** field.
3. Select **Save** or



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Set the Phone to Repeater Registration Mode

After enabling the repeater mode, you have to set the phone to the repeater registration mode.

Procedure

1. Do one of the following:
   - For T53X/T54W/T57W/T85W/T87W phones, go to **Menu** > **DECT Settings** > **Repeater** or **Menu** > **Settings** > **DECT Settings** > **Repeater**.
   - For VP59/T58A/T58W/T88W (Pro) phones:

i. Swipe left or right to go to the second/third idle screen.

ii. Go to **DECT Settings** > **Handsets**.

2. Select **Register Repeater** and select **Start Reg**.
3. For T57W phones, tap **Register** in the **Register Repeater** field.
4. *The phone is in the repeater registration mode now.*

Register Repeater

You need to register a repeater if you want to extend the radio coverage of the phone.

Before You Begin

The repeater mode is enabled, and the phone is in the repeater registration mode.

Procedure

1. Plug the repeater into an AC outlet.
2. *POWER LED glows green, and DECT LED flashes red.*
2. Enable the repeater registration mode on the phone.
3. *If a phone is found, DECT LED will flash orange.*
4. When DECT LED glows green/orange, the registration to the phone is successful.

Satellite Mode

You can bind a W53H/W56H/W59R handset with the T57W/T54W/T53W/T53/T53C/T85W/T87W/T88W (Pro) phone to use the satellite mode.

The phone account is applied to the handset, and all line statuses (for example, DND) on the phone and the handset are synchronized. You can use the phone while you are sitting at your desk, and use the handset while away from your desk to enhance your business activities.

The phone and the handset can share contacts. For more information, refer to Shared Directory.

Satellite mode is available only when one handset is registered. For more information, refer to Handset Registration.

Select Handset to Use Satellite Mode

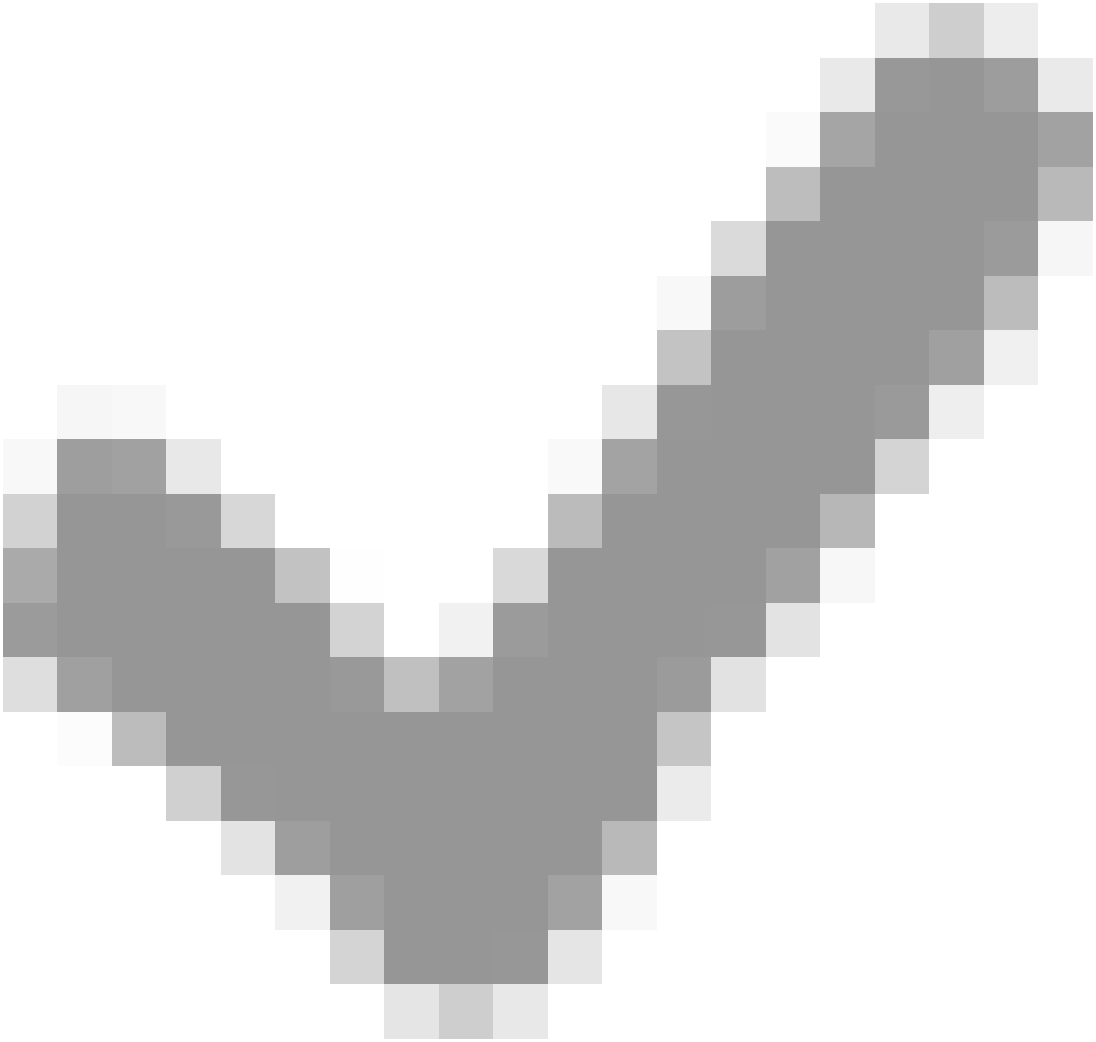
You can select a handset to use the satellite mode with the phone, and configure a mode for whether to continue the conversation of the handset when the phone goes off-hook.

There are two satellite modes:

- **Busy**: You cannot switch the active call between the phone and the handset. Regardless of the phone or the handset, the device in a call can initiate a new call. If you are not in a call and try to initiate a call on the phone/handset, the phone/handset screen will prompt "Path Busy".
- **Take over call**: When the handset is on a call, you can retrieve the call from the handset to the phone after going off-hook. When the phone is on a call, you can push the call to the handset.

Procedure

1. Do one of the following:
   - For T53X/T54W/T57W/T85W/T87W phones, go to **Menu** > **DECT Settings** > **Satellite Mode** or **Menu** > **Settings** > **DECT Settings** > **Satellite Mode**.
   - For VP59/T58A/T58W/T88W (Pro) phones:
     i. Swipe left or right to go to the second/third idle screen.
     ii. Go to **DECT Settings** > **Satellite Mode**.
2. Select the desired handset from the **Select handset** field.
3. Select a mode from the **Select mode** field.
4. Select **Save** or



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Push Active Call to Handset

You can push the active call from the phone to the handset.

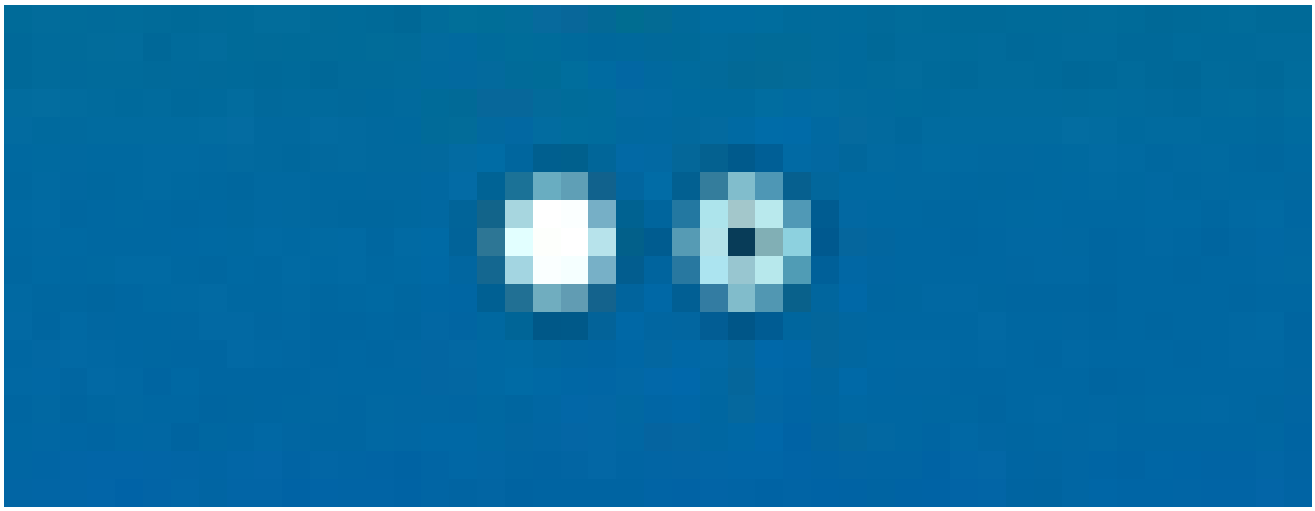
Before You Begin

The phone is on a call, and the satellite mode is selected as **Take over call**. And make sure there is only one call on the phone.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones, select



> **Call Shift**.

- For VP59/T58A/T58W/T88W (Pro) phones, swipe the soft key area left and then tap **Call Shift.**

The call is automatically connected on the handset.

Pull Active Call from Handset

You can retrieve the call from the handset to the phone after off-hook.

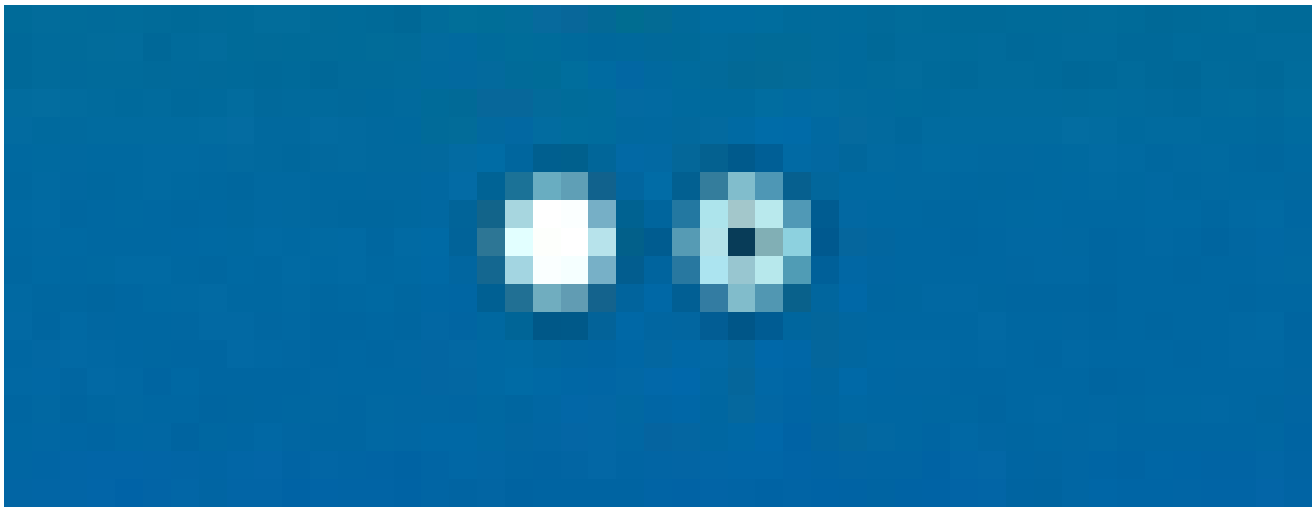
Before You Begin

The handset is on a call, and the satellite mode is selected as **Take over call**. And make sure there is only one call on the handset.

Procedure

Do one of the following:

- Pick up the handset.
- Press the Speakerphone key.
- Select the line key, and then select



> **Call Pull** or **Call Pull**.

The call is connected to the phone.

Shared Directory

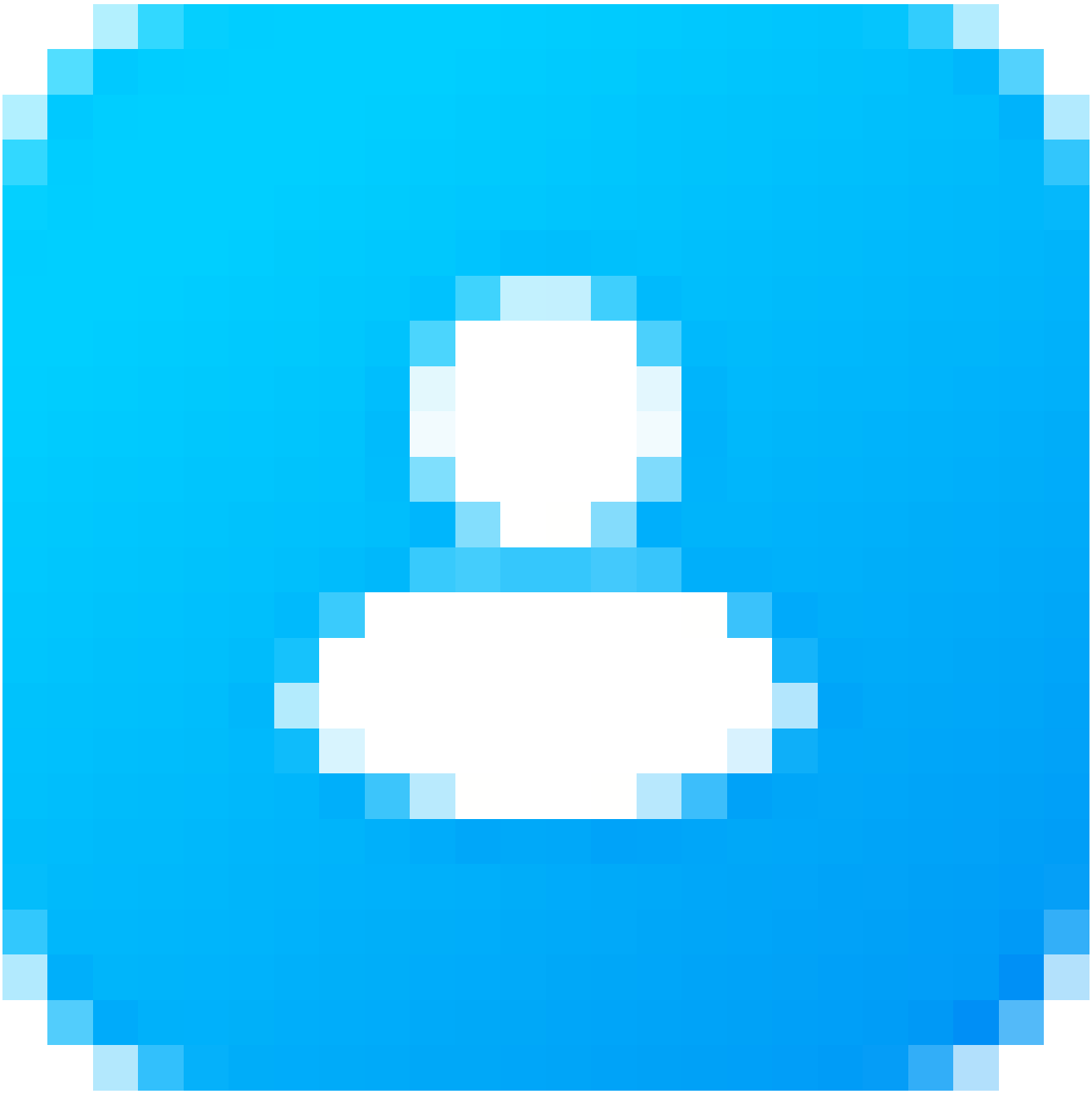
Users can manage contacts and use them on the phone and all registered handsets. You can store up to 1000 contacts in your phone's shared directory.

Add Shared Contacts

When you add a contact to your Shared Directory, you can set the desired information for your contact. You are required to enter a contact name for each new contact.

Procedure

1. Do one of the following:
   - For T53X/T54W/T57W/T85W/T87W phones:
     i. Go to **Menu** > **Directory** > **Share Directory** or **Directory** > **Share Directory**.
     ii. Select **Add**.
   - For VP59/T58A/T58W/T88W (Pro) phones:
     i. Go to



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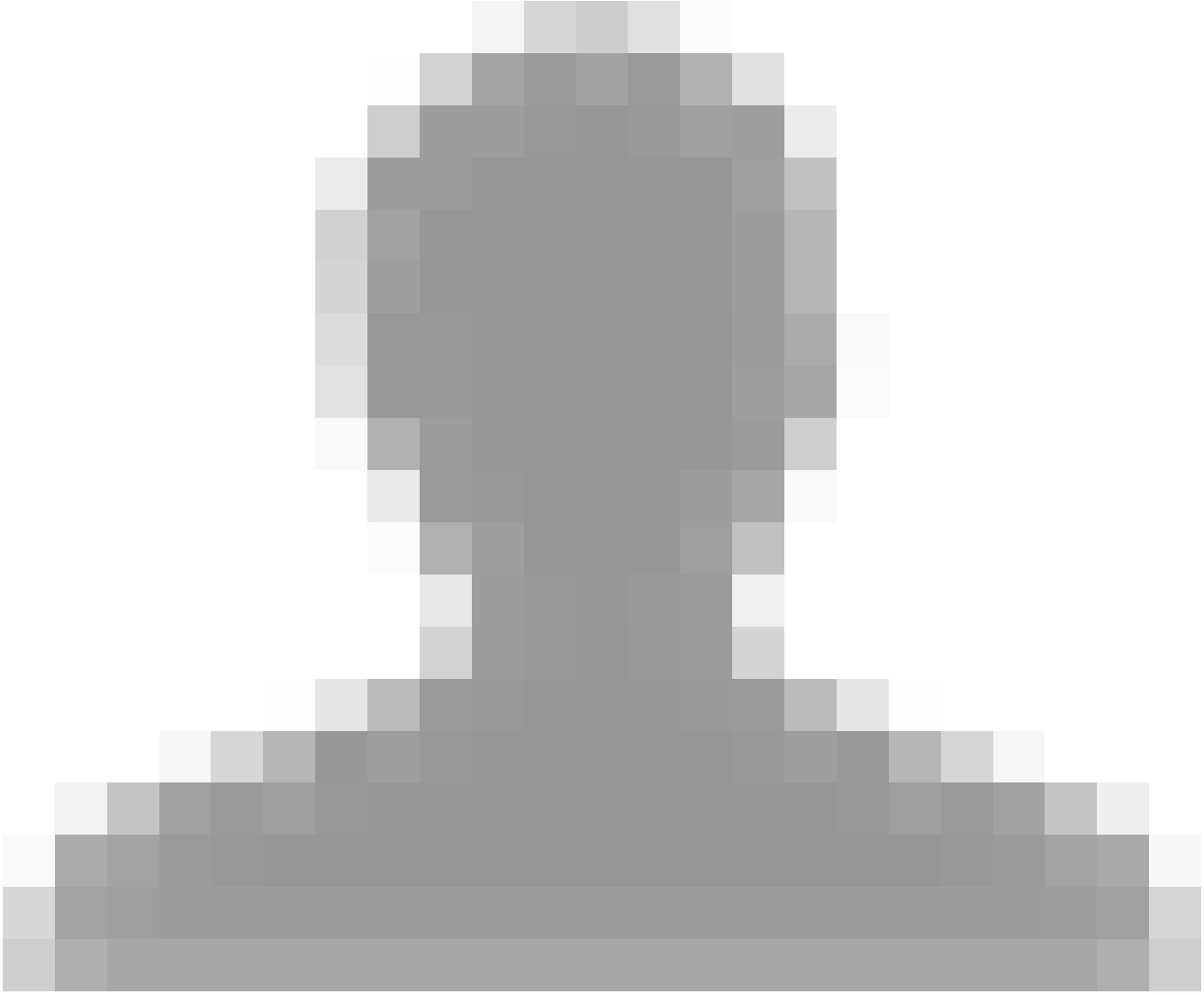
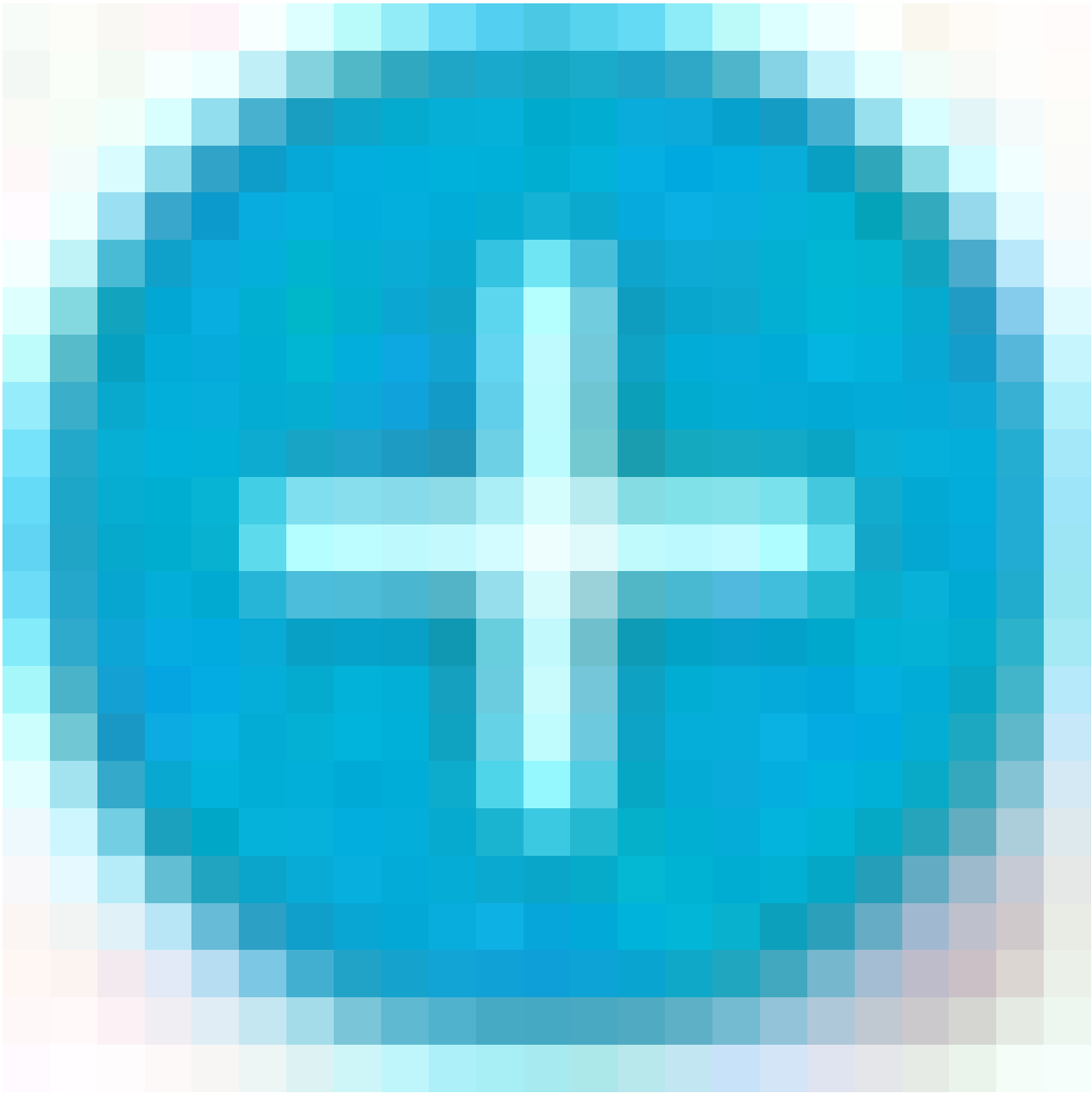


> **Share Directory**.

ii. Tap



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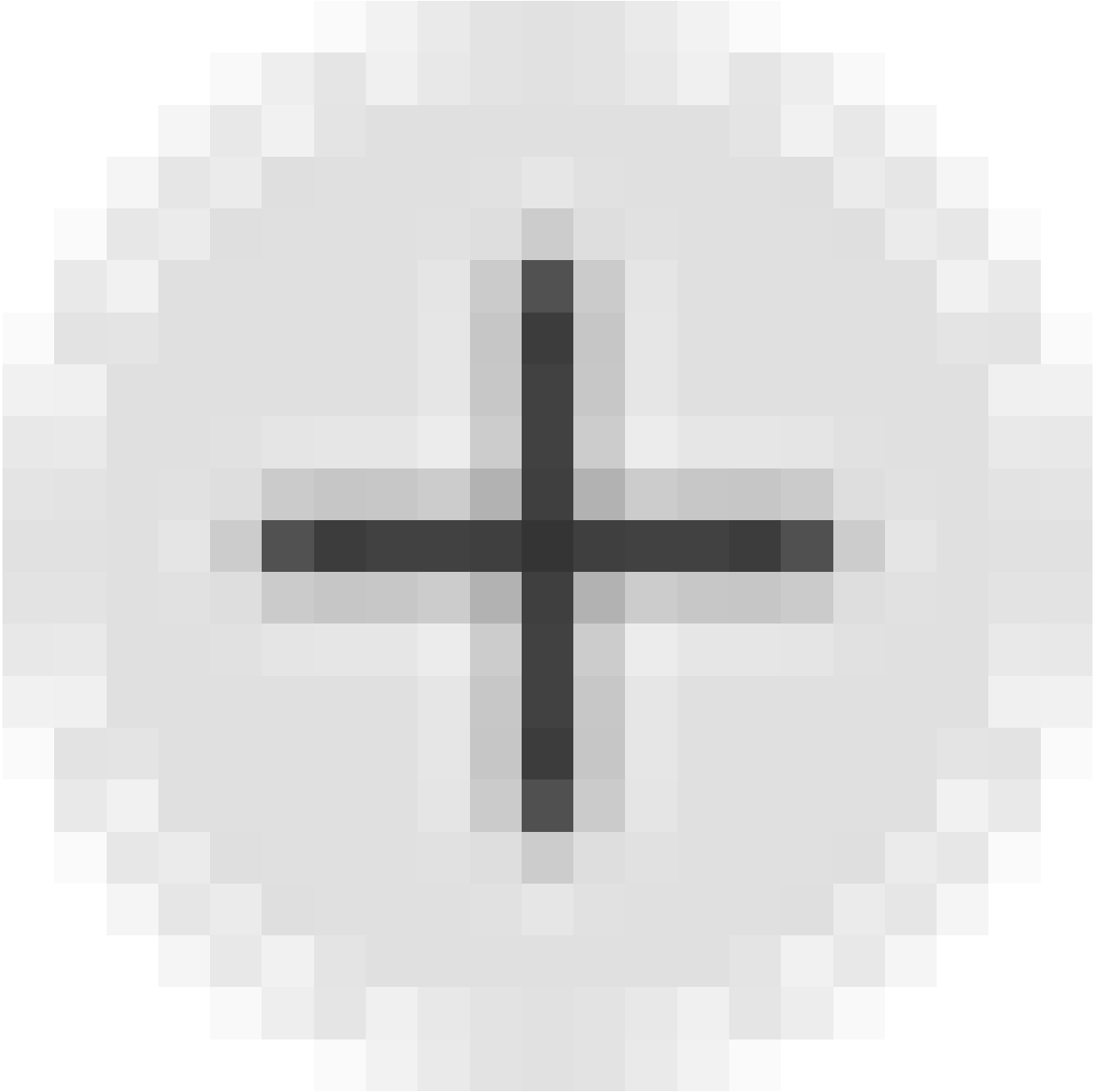

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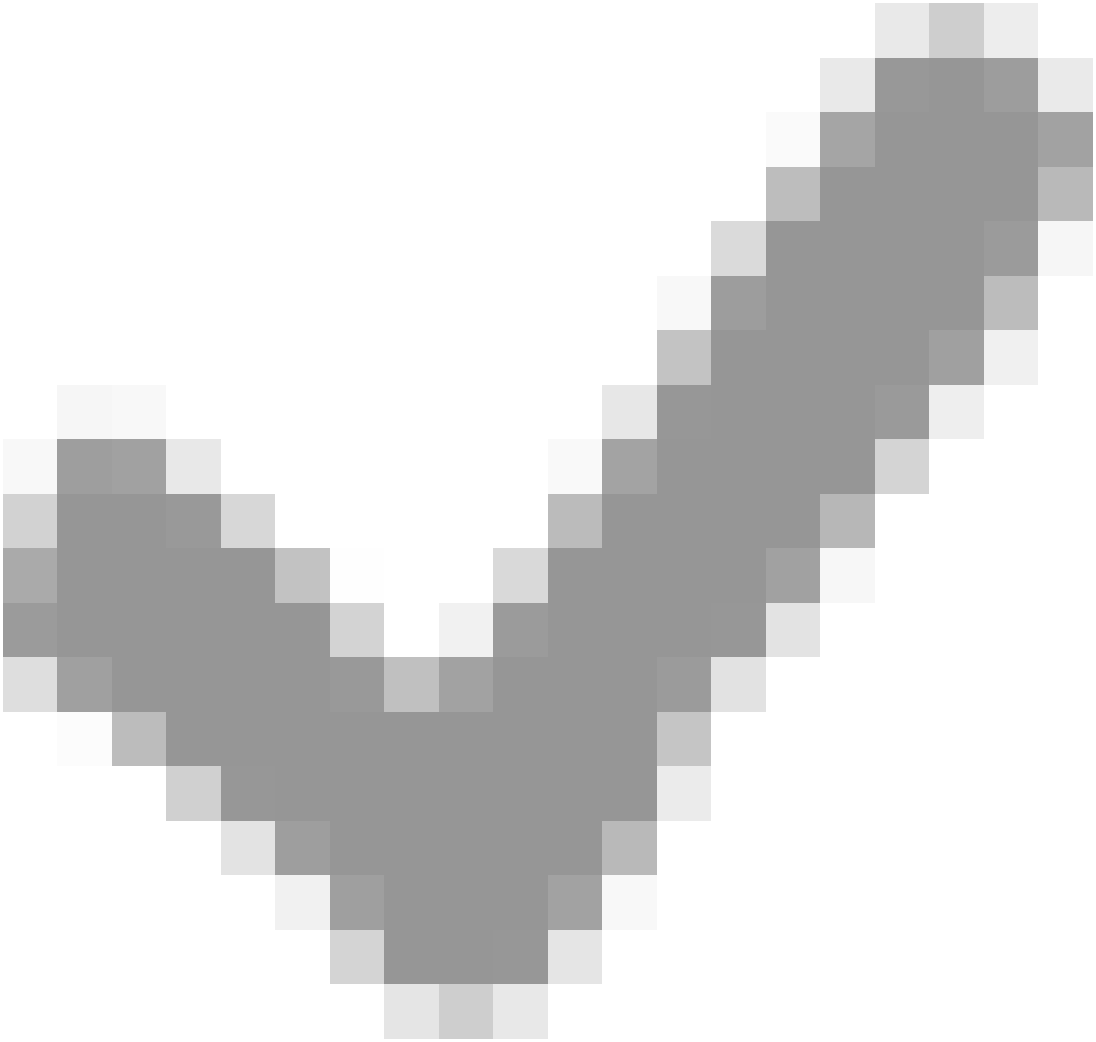
2. Enter the shared contact's information.
3. Select **Save** or



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View Shared Contacts

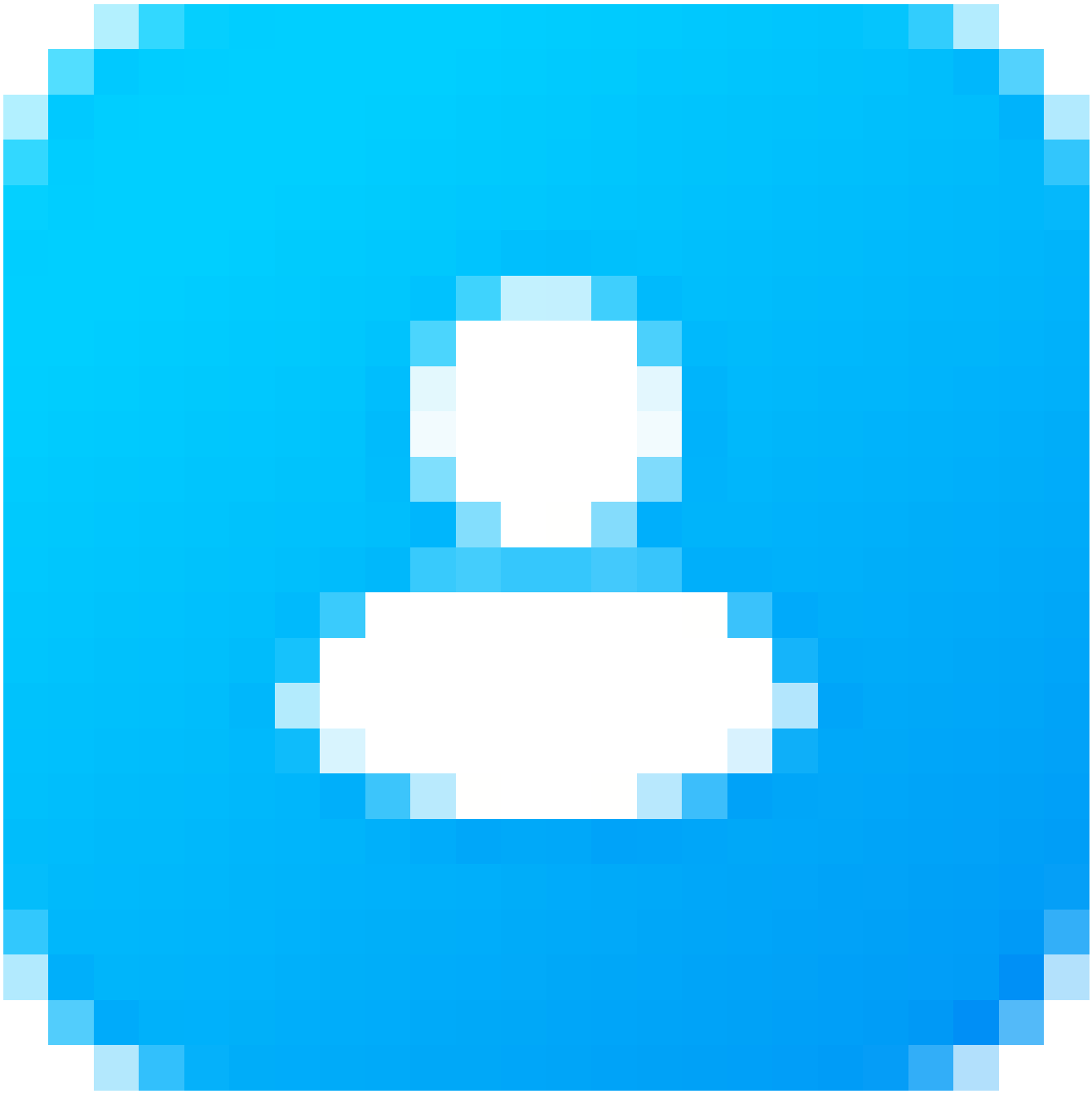
You can view the shared contacts from the Shared Directory on your phone.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones, go to **Menu** > **Directory** > **Share Directory** or **Directory** > **Share Directory**.
- For T54W/T53W/T53/T53C phones, use the navigation keys to look through the shared contacts.

- For VP59/T58A/T58W/T88W (Pro) phones, go to



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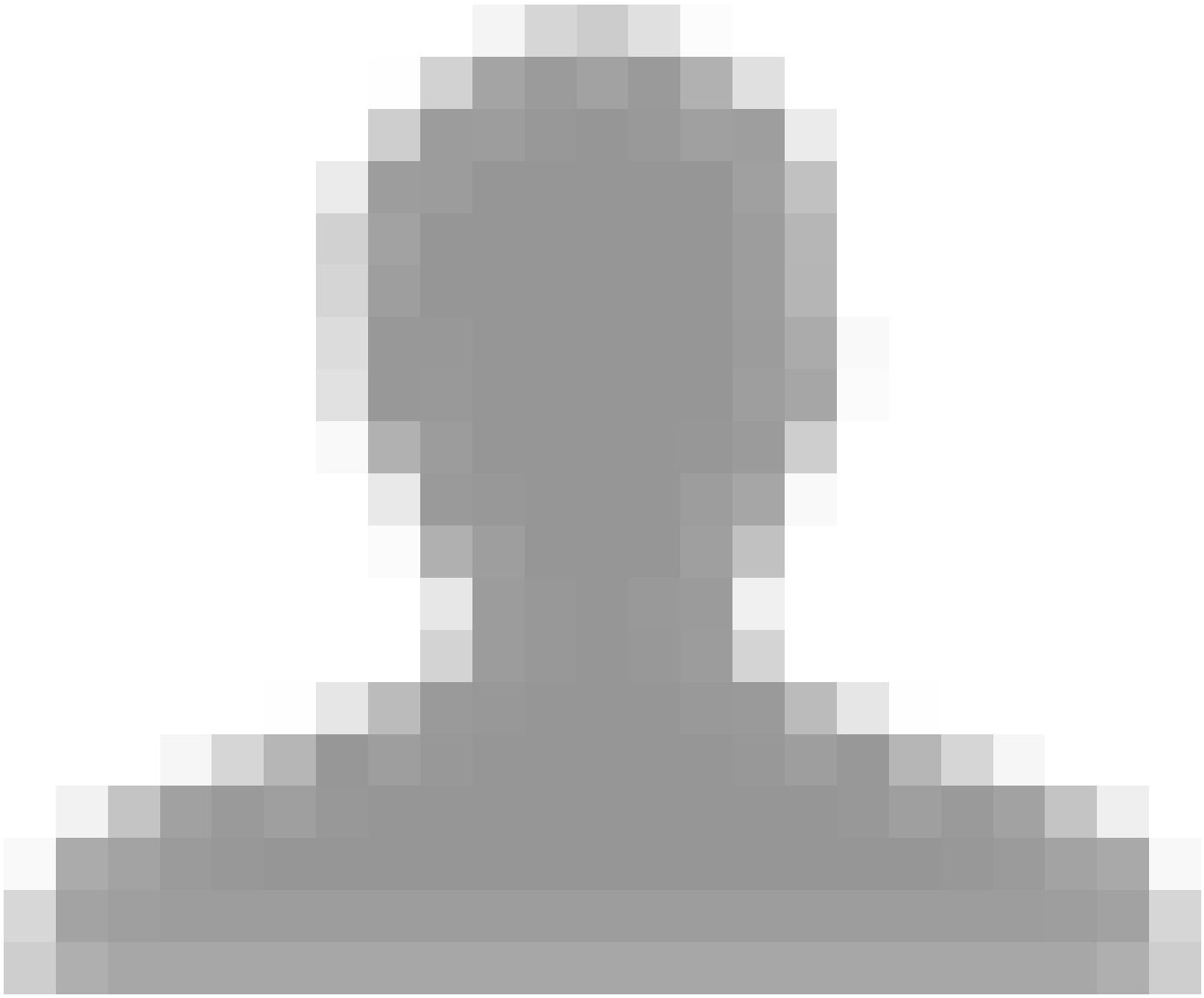


> **Share Directory**.

Edit Shared Contacts

You can modify or add more information to your contacts.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:

  a. Go to **Menu** > **Directory** > **Share Directory** or **Directory** > **Share Directory**.

  b. Select **Add**.

  c. Highlight a contact and then select **Option** > **Detail**.

  d. For T57W phones, tap

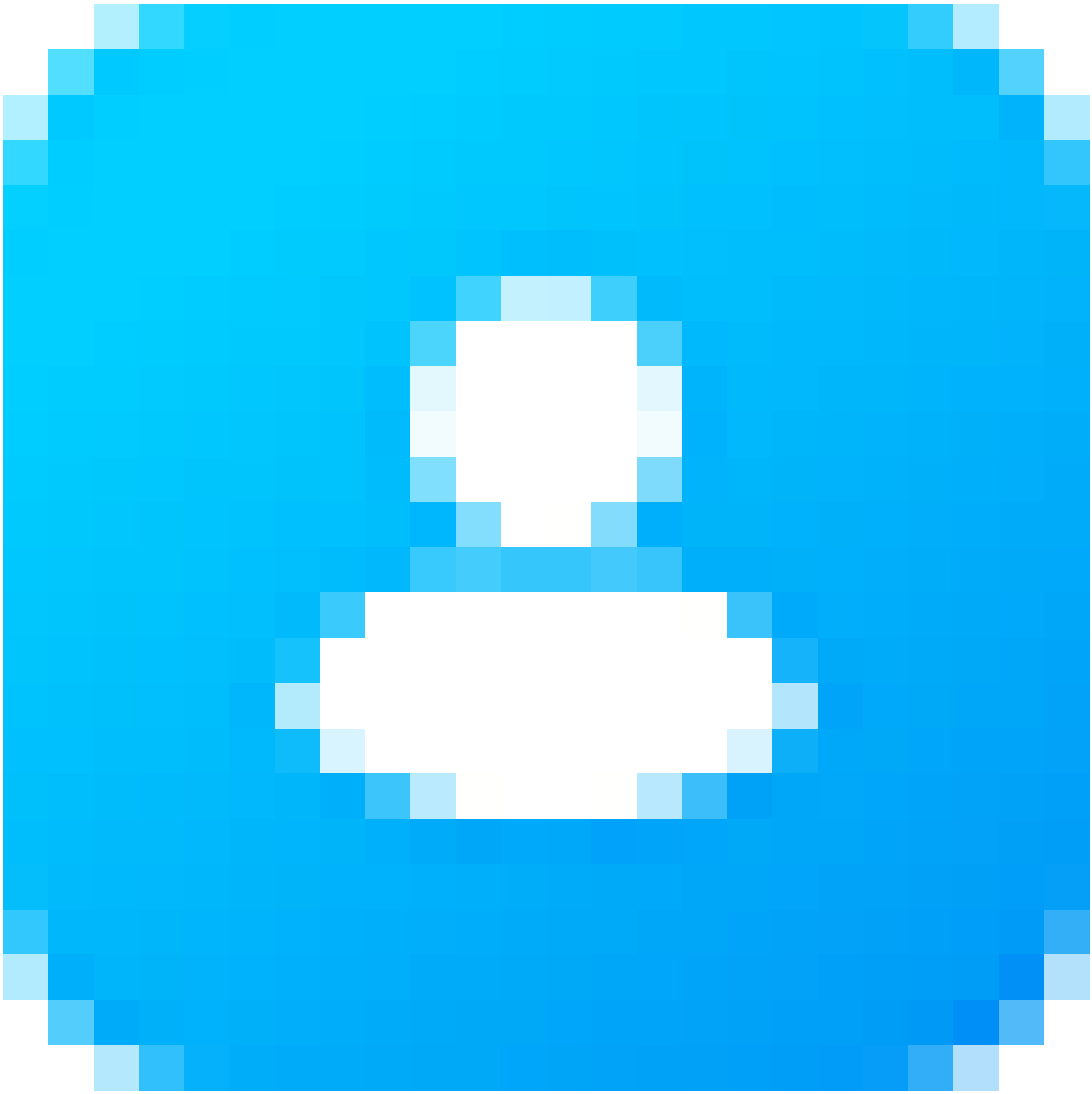
after the desired shared contact.

d. Edit the shared contact information.

e. Select **Save**.

- For VP59/T58A/T58W/T88W (Pro) phones:

  a. Go to



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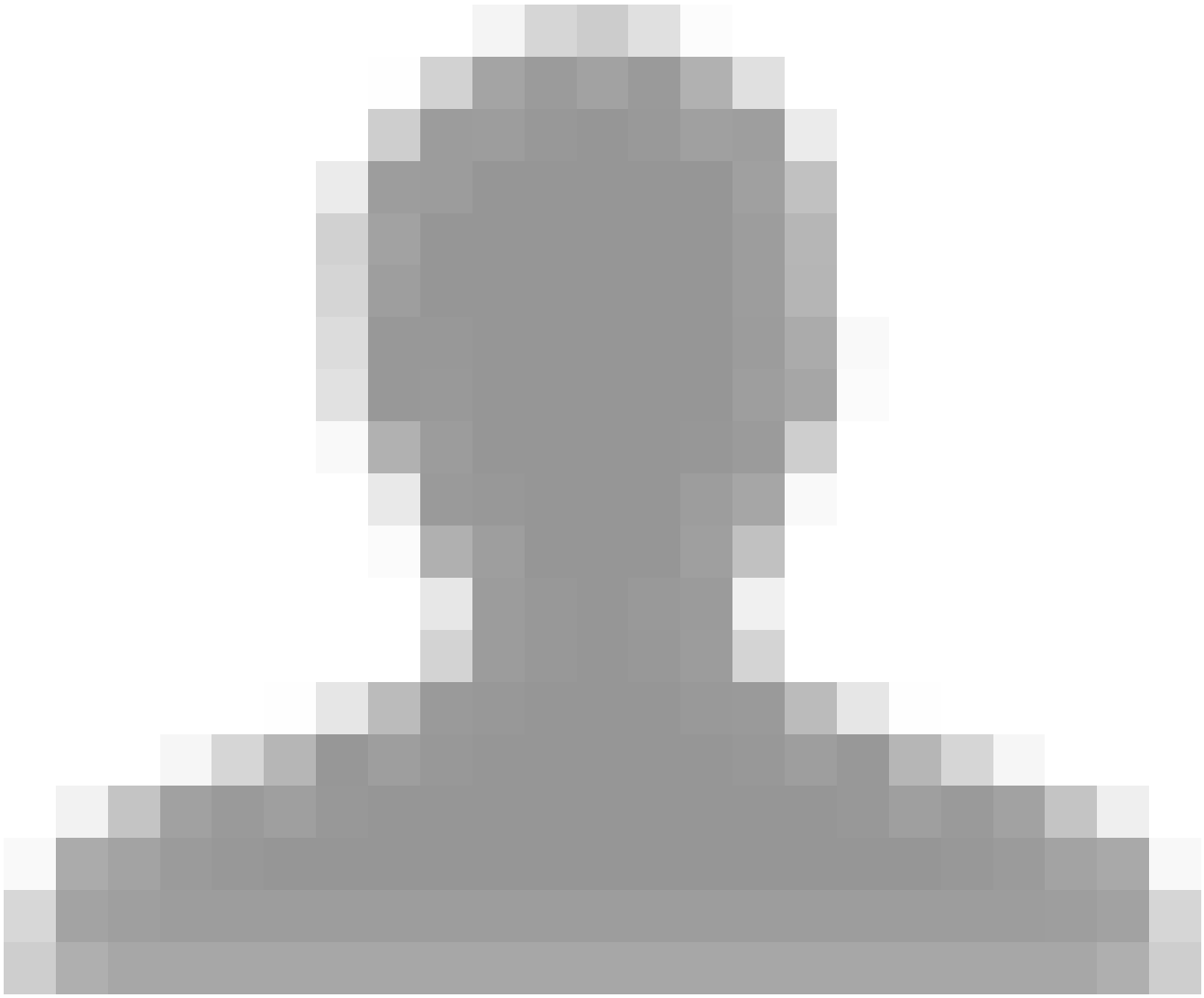
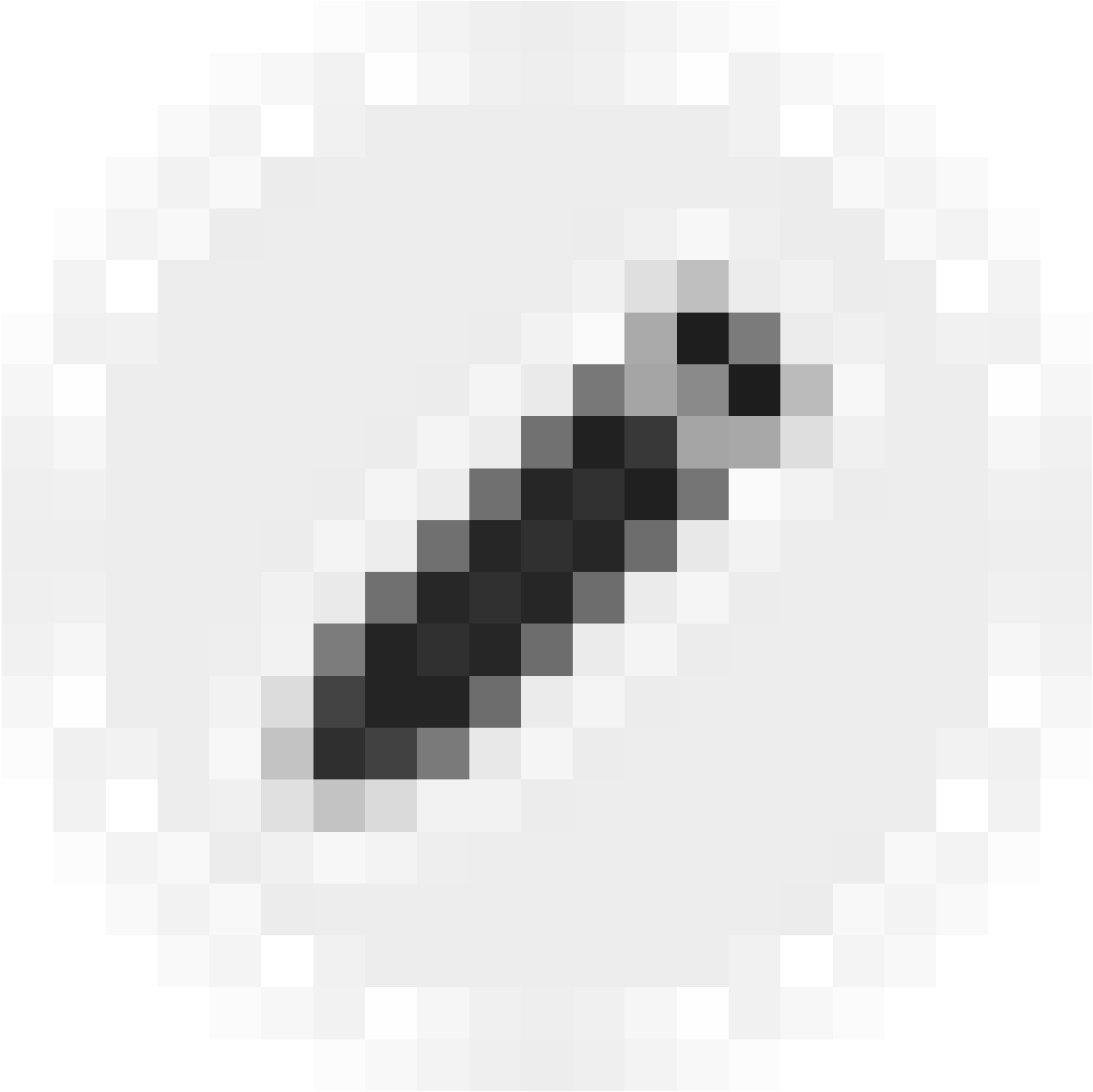


> **Share Directory**.

b. Tap

.

c. For T58W phones, tap the desired contact and then select



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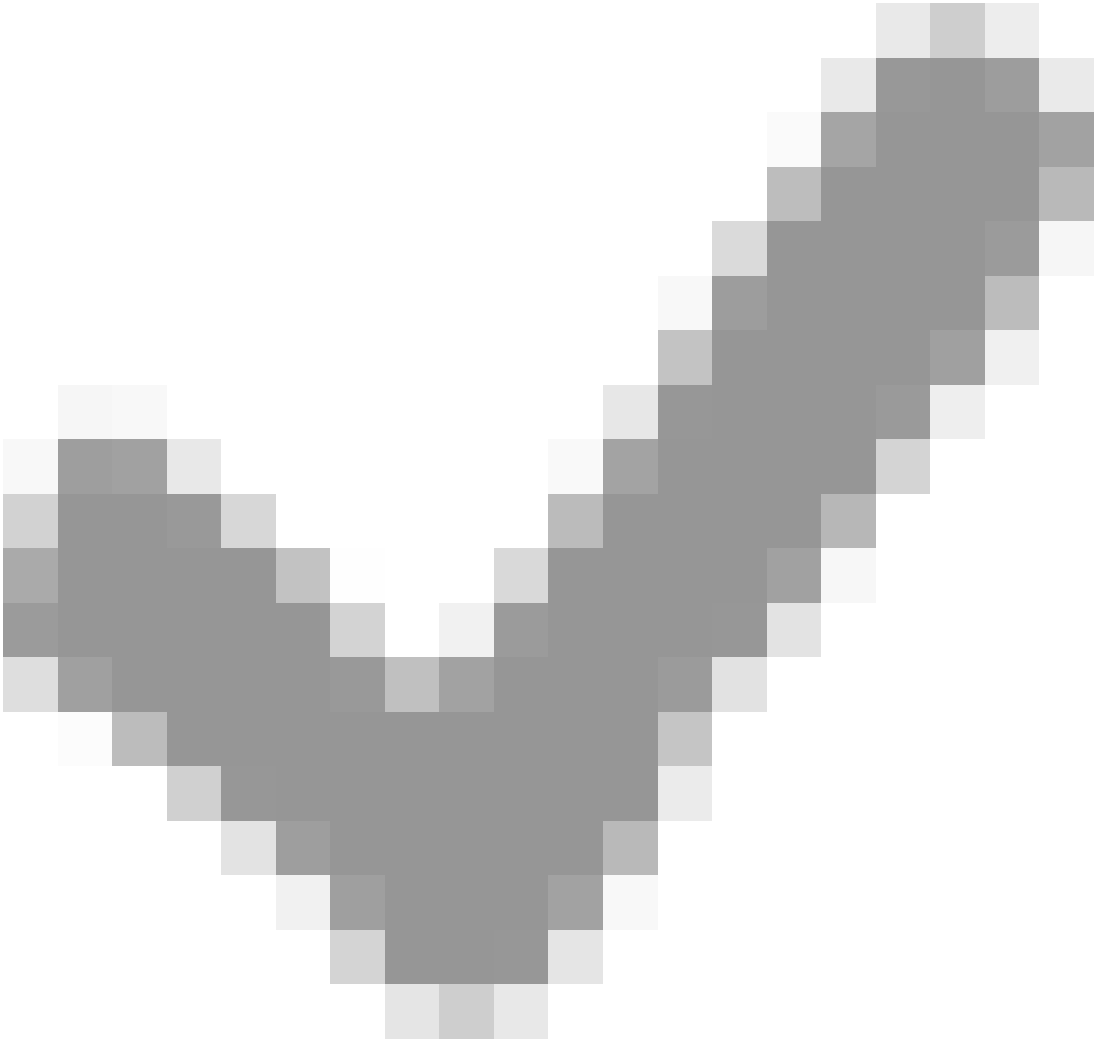
c. Edit the shared contact information.

d. Select



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Delete Shared Contact

You can delete any contact from the Shared Directory.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:
  a. Go to **Menu** > **Directory** > **Share Directory** or **Directory** > **Share Directory**.
  b. Select **Add**.
  c. Highlight a contact and then select **Option** > **Delete**.

d. For T57W phones, tap

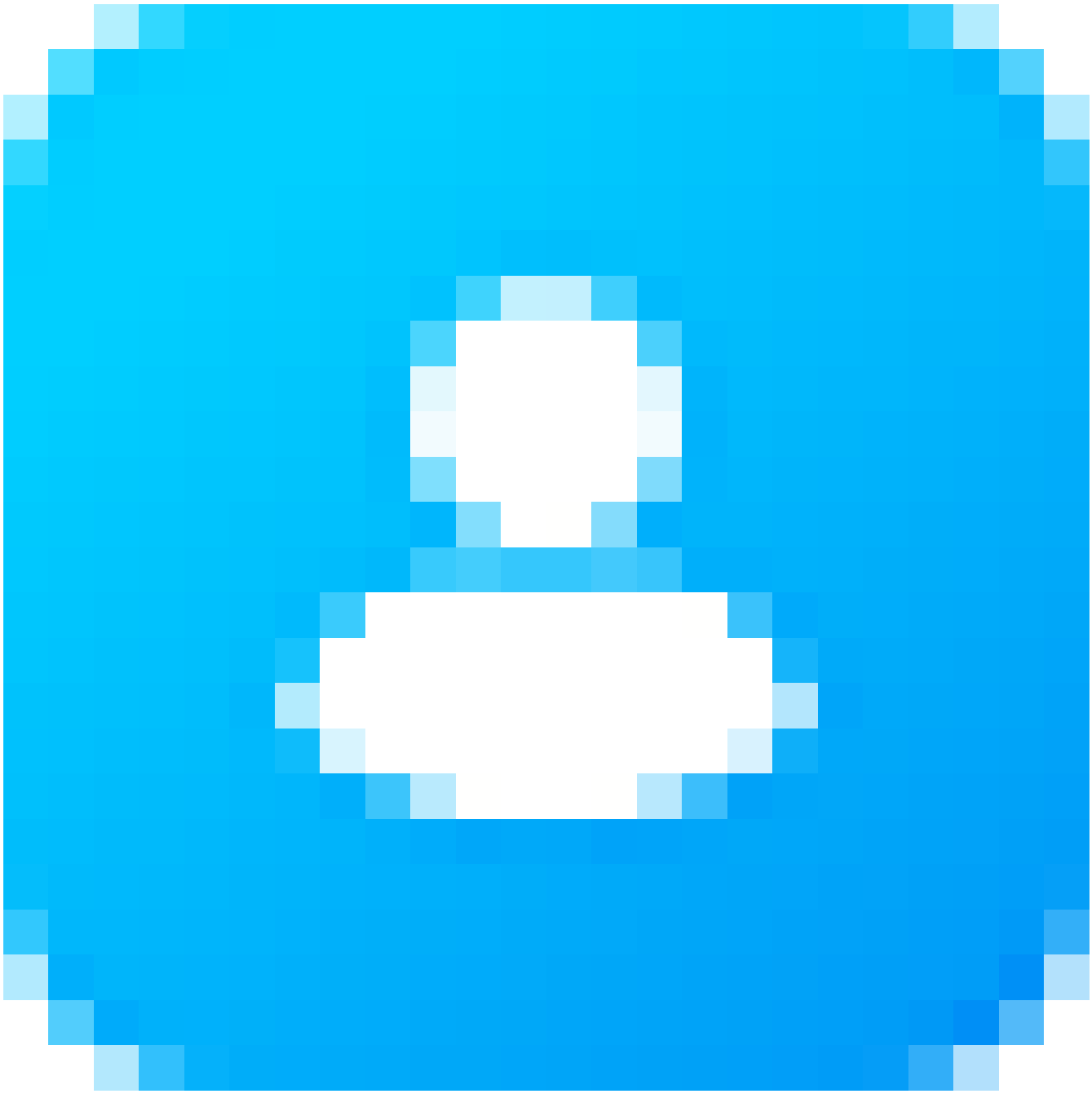
after the desired shared contact.

e. *The phone prompts whether to delete the contact.*

d. Select **OK** to delete.

- For VP59/T58A/T58W/T88W (Pro) phones:

  a. Go to



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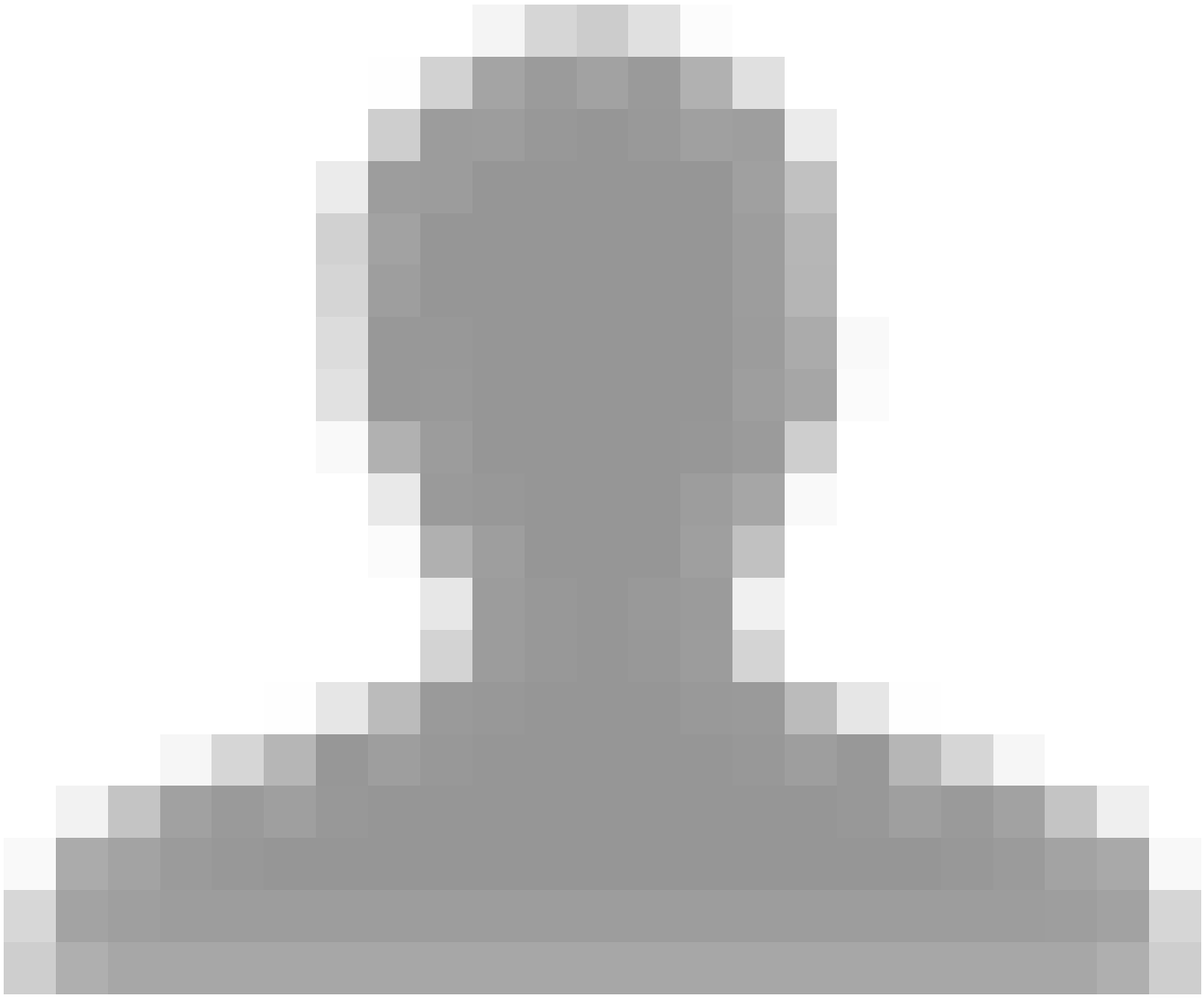


> **Share Directory**.

b. Tap

> **Delete**.

c. For T58W phones, tap the desired contact and then select

> **Delete**.

d. *The phone prompts whether to delete the contact.*

c. Tap **OK** to delete.

Deleting All Shared Contacts

You can delete all contacts from the Shared Directory.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:

  a. Go to **Menu** > **Directory** > **Share Directory** or **Directory** > **Share Directory**.

  b. Select **Add**.

  c. Select a contact and then select **Option** > **Delete All**.

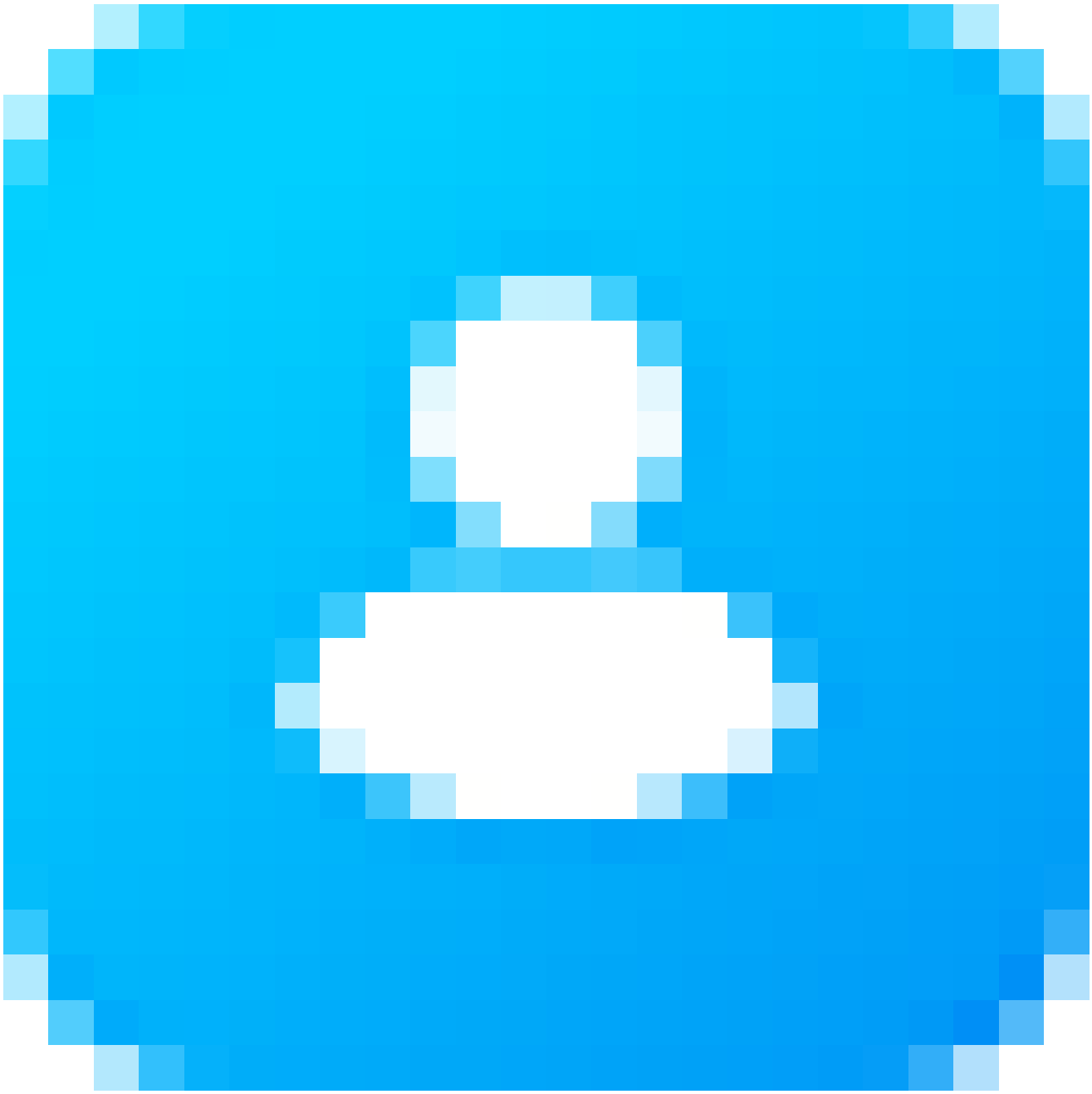
  d. For T57W phones, tap **Settings** > **Select All** > **Delete**.

e. *The phone prompts whether to delete all contacts.*

d. Select **OK** to delete.

- For VP59/T58A/T58W/T88W (Pro) phones:

  a. Go to



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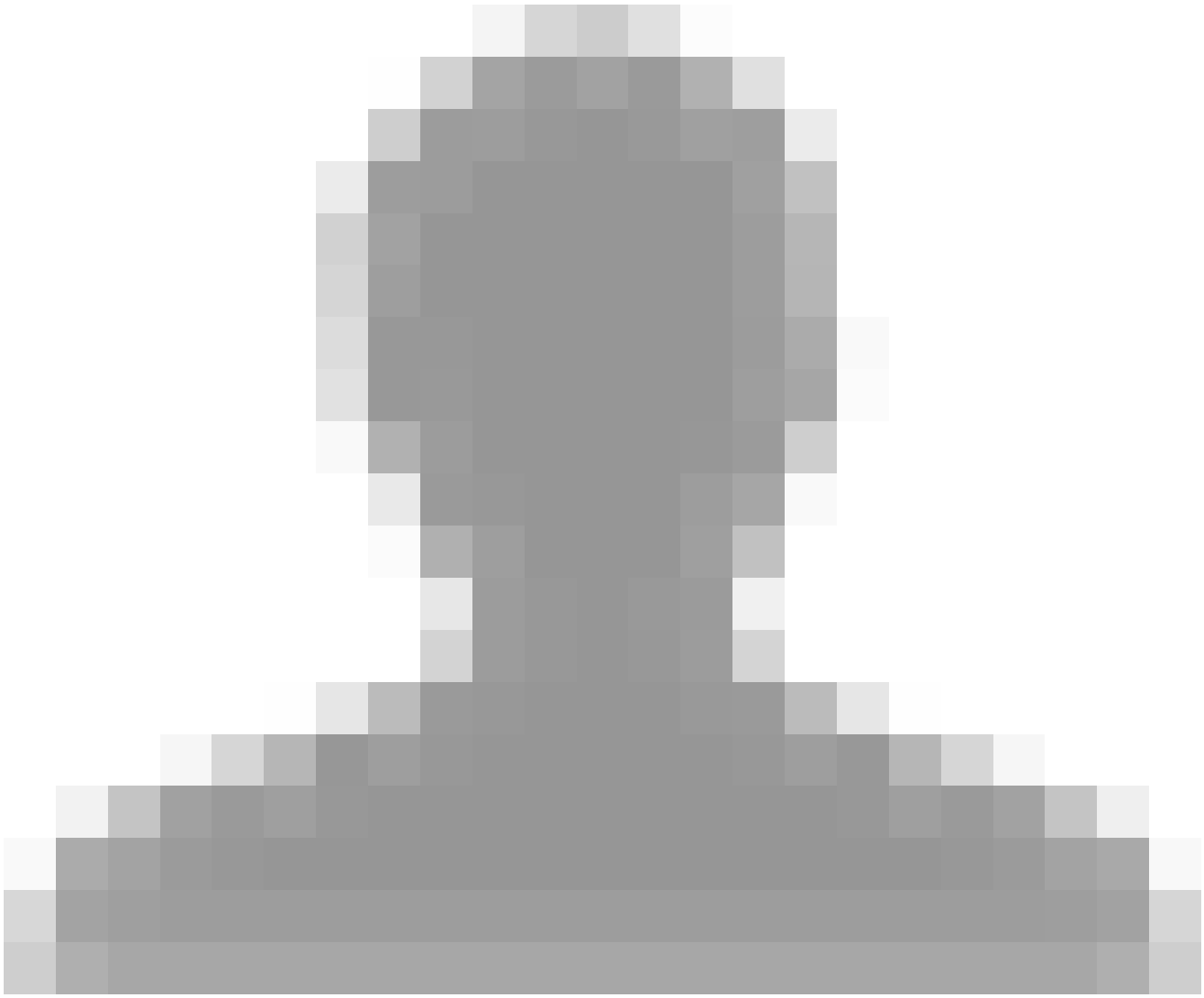
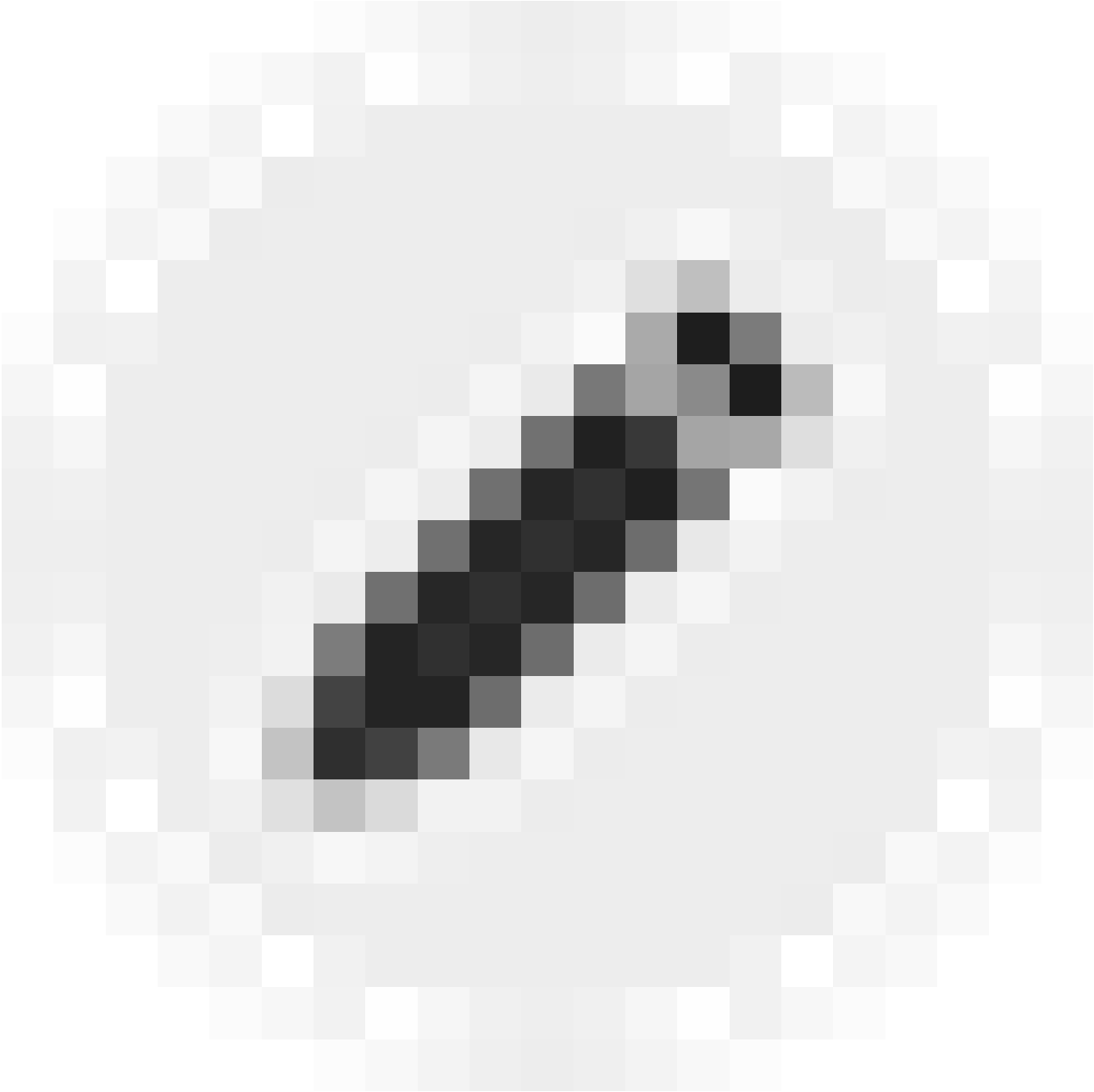


> **Share Directory**.

b. Tap **Settings** > **Select All**.

c. For T58W phones, tap



> **Delete All**.

d. *The phone prompts whether to delete all contacts.*

d. Tap **OK** to delete.

Search for Shared Directory Contacts

In the Shared Directory, you can enter the search criteria to find your desired contact quickly.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:

  a. Go to **Menu** > **Directory** > **Share Directory** or **Directory** > **Share Directory**.

  b. Select **Add**.

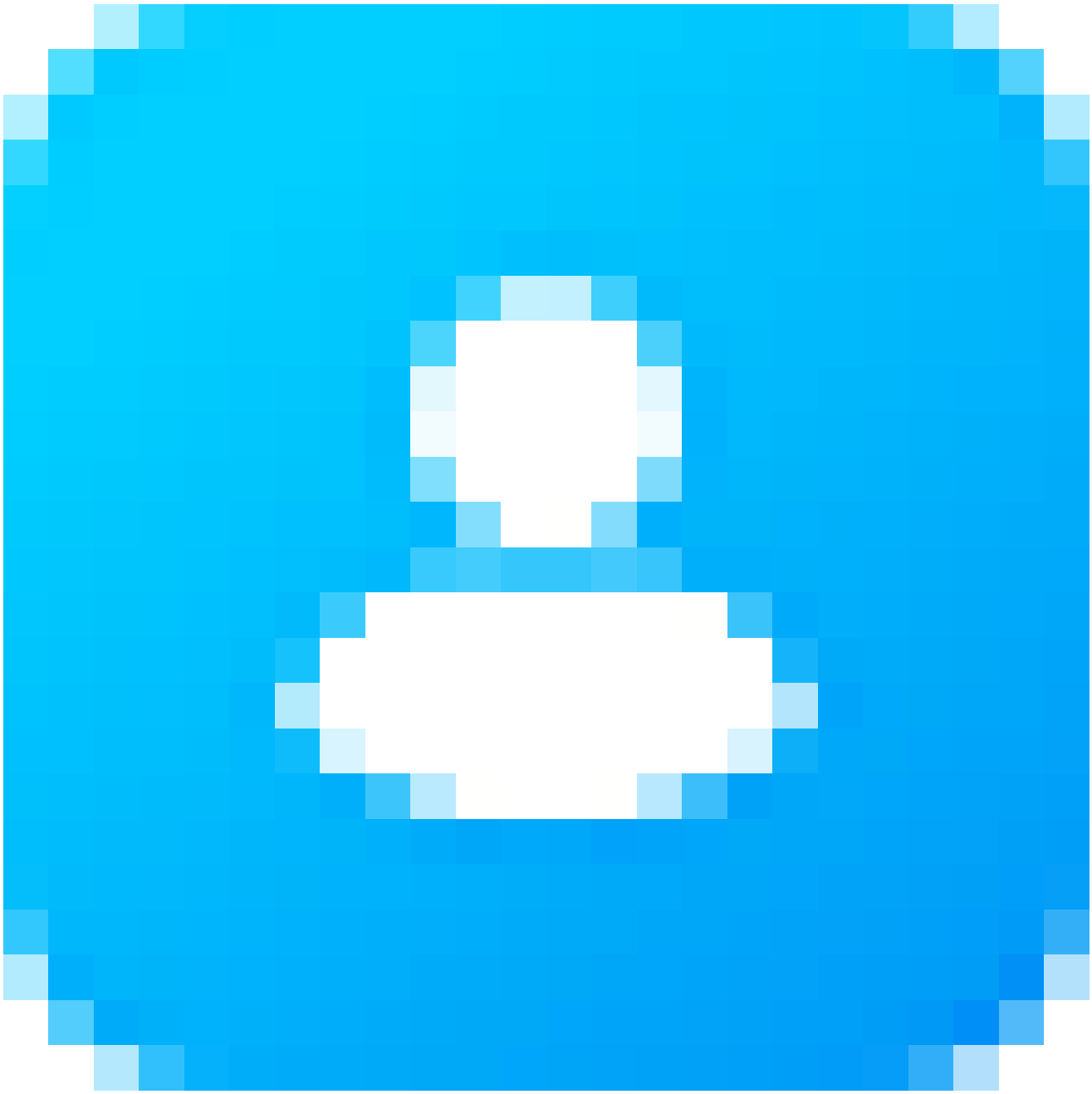
  c. Enter your search criteria directly.

  d. On the T57W phones, tap **Search**.

e. *The contacts will be displayed in the result list.*

- For VP59/T58A/T58W/T88W (Pro) phones:

  a. Go to



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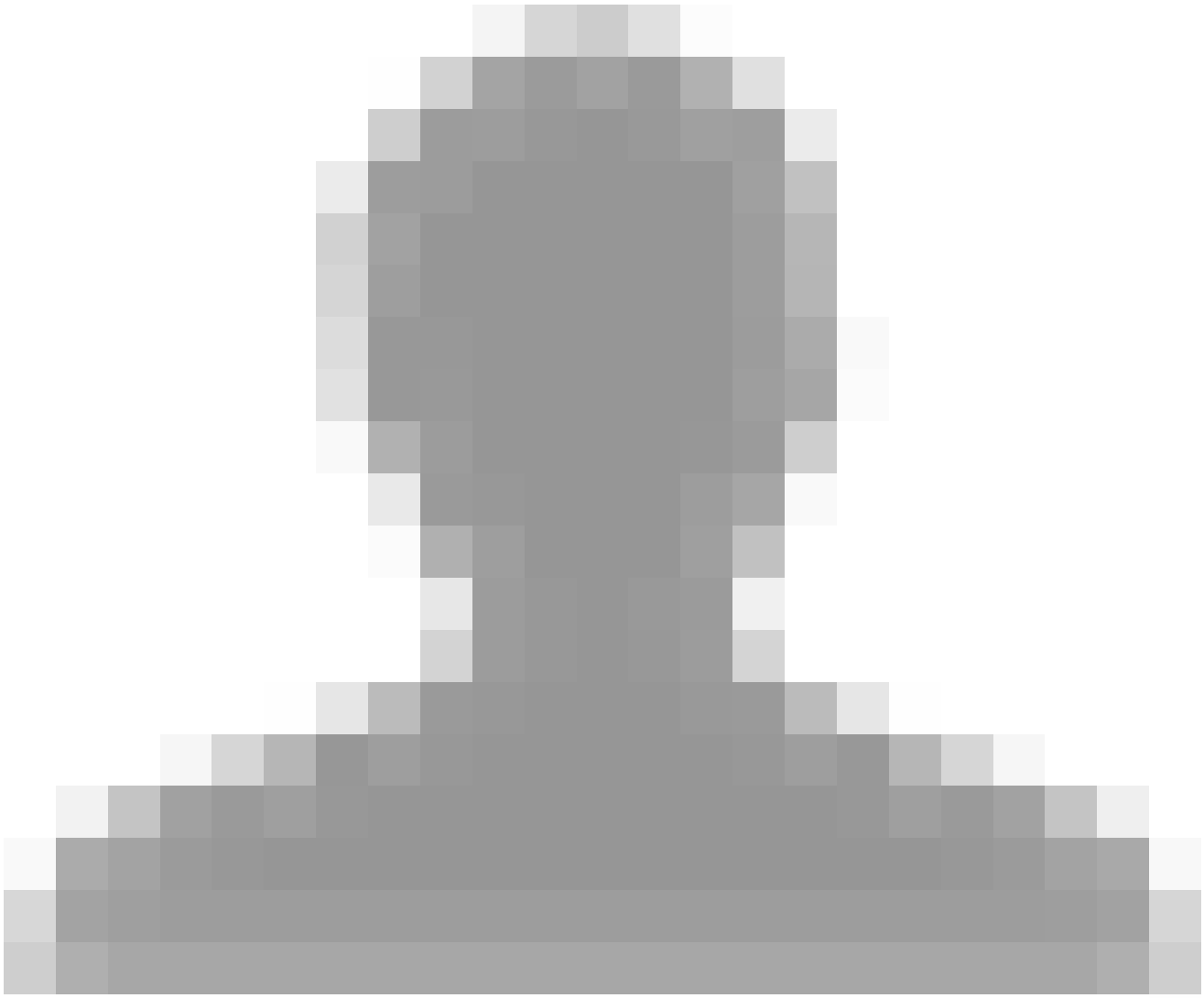
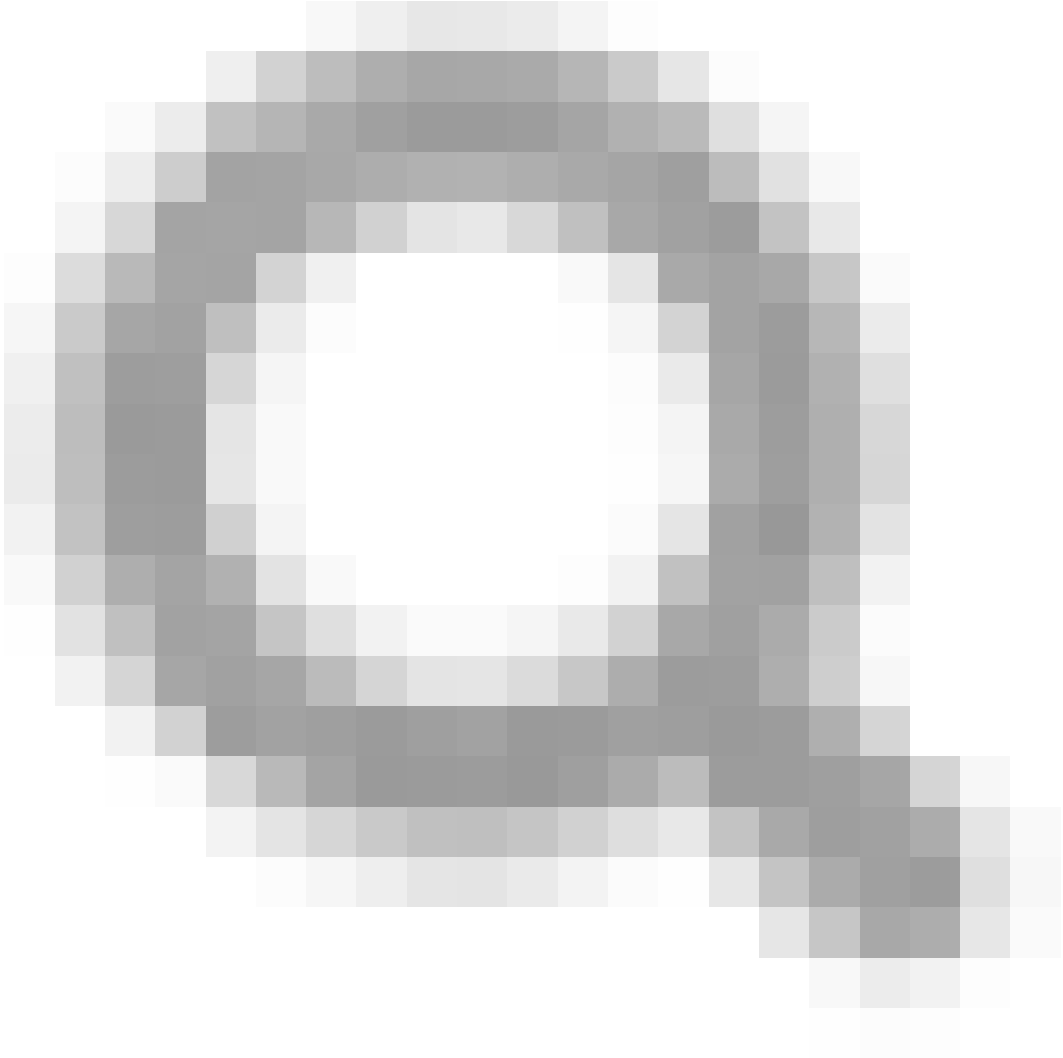


> **Share Directory**.

b. Tap **Search** or



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c. Enter the name or number you are looking for in the search field.

d. *The contacts will be displayed in the result list.*

Move Shared Contact to Blocklist Directory

You can move a shared contact to the Blocklist directory. The shared contacts added to the Blocklist directory will not disappear, even if you disable the shared directory feature.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:

  a. Go to **Menu** > **Directory** > **Share Directory** or **Directory** > **Share Directory**.

  b. Select **Option** > **Add to Blocklist**.

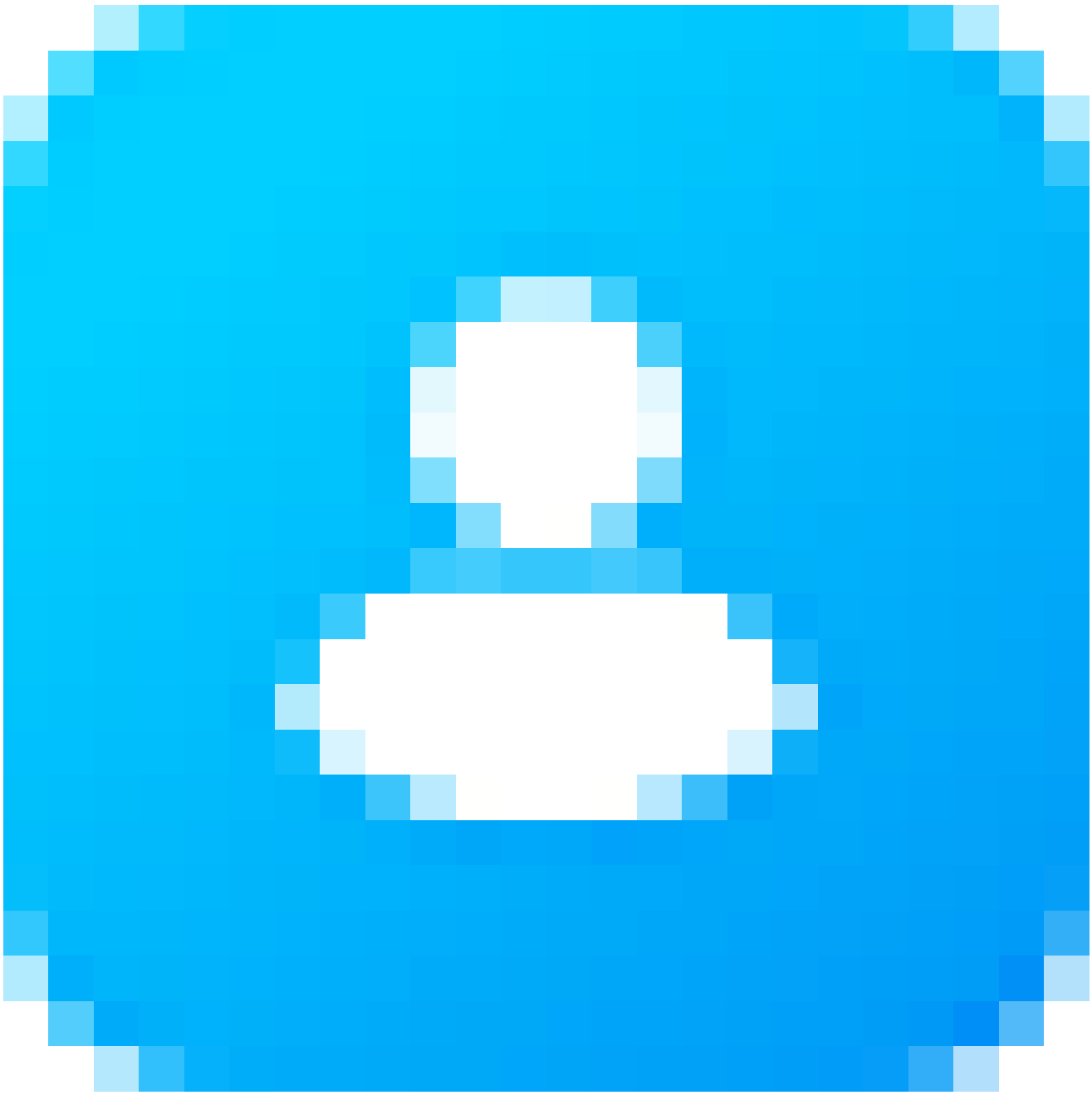
  c. For T57W phones, you can also tap > **Blocklist**.

  d. *The phone prompts you to move the contact or not.*

  c. Select **OK**.

- For VP59/T58A/T58W/T88W (Pro) phones:

  a. Go to



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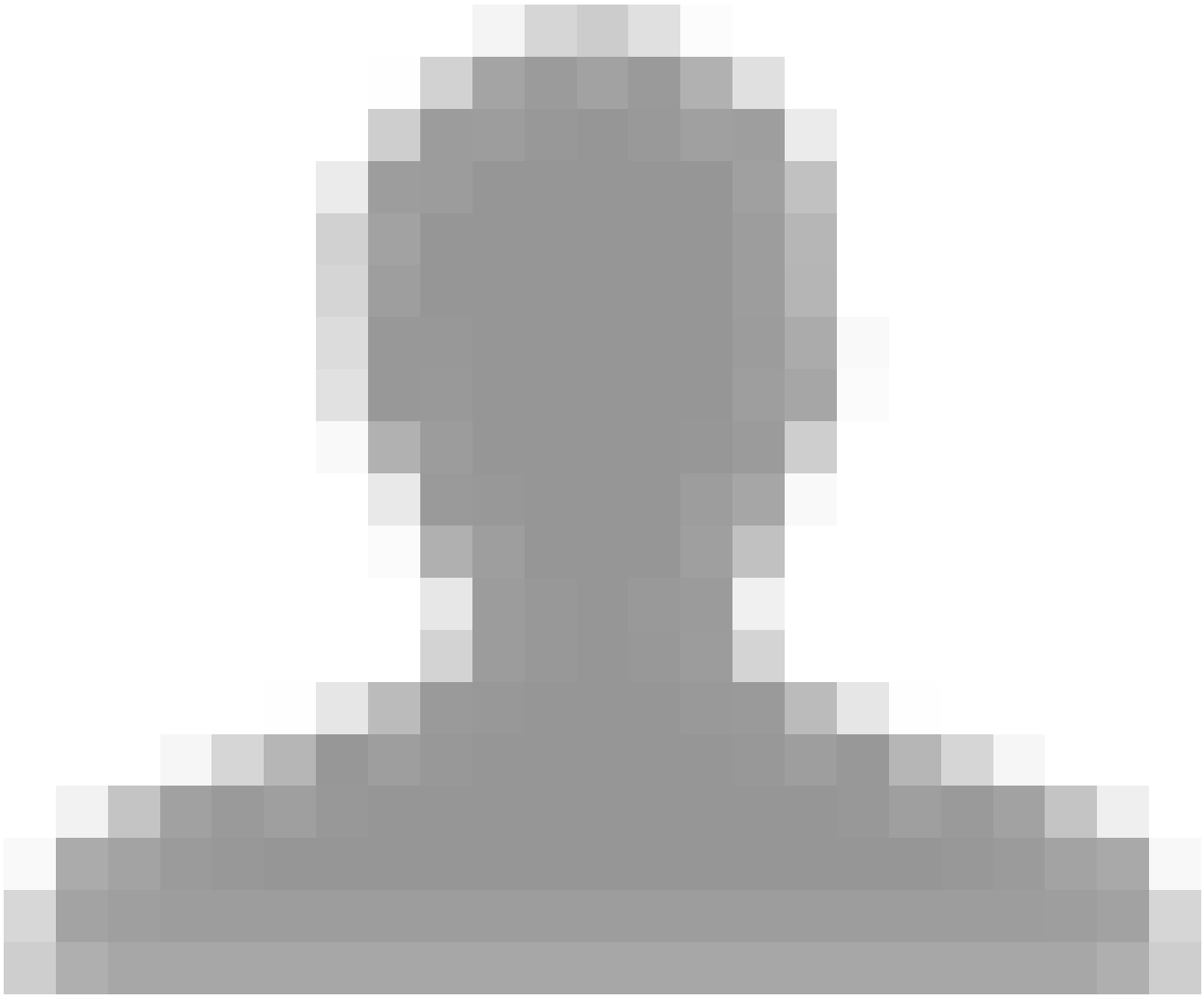


> **Share Directory**.

b. Tap

beside the contact.

c. For T58W phones, tap the desired contact and then select

.

c. Tap **Blocklist**.

d. For T58W, select **Move** to Blocklist.

e. *The phone prompts you to move the contact or not.*

d. Tap **OK**.

Save Shared Contact to Local Directory

You can move a shared contact to the Local Directory. The shared contacts added to the Local Directory will not disappear, even after your system administrator disables the Shared Directory feature.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:

a. Go to **Menu** > **Directory** > **Share Directory** or **Directory** > **Share Directory**.

b. Select a contact, and select **Option** > **Add to Contacts** > **New Entry**.

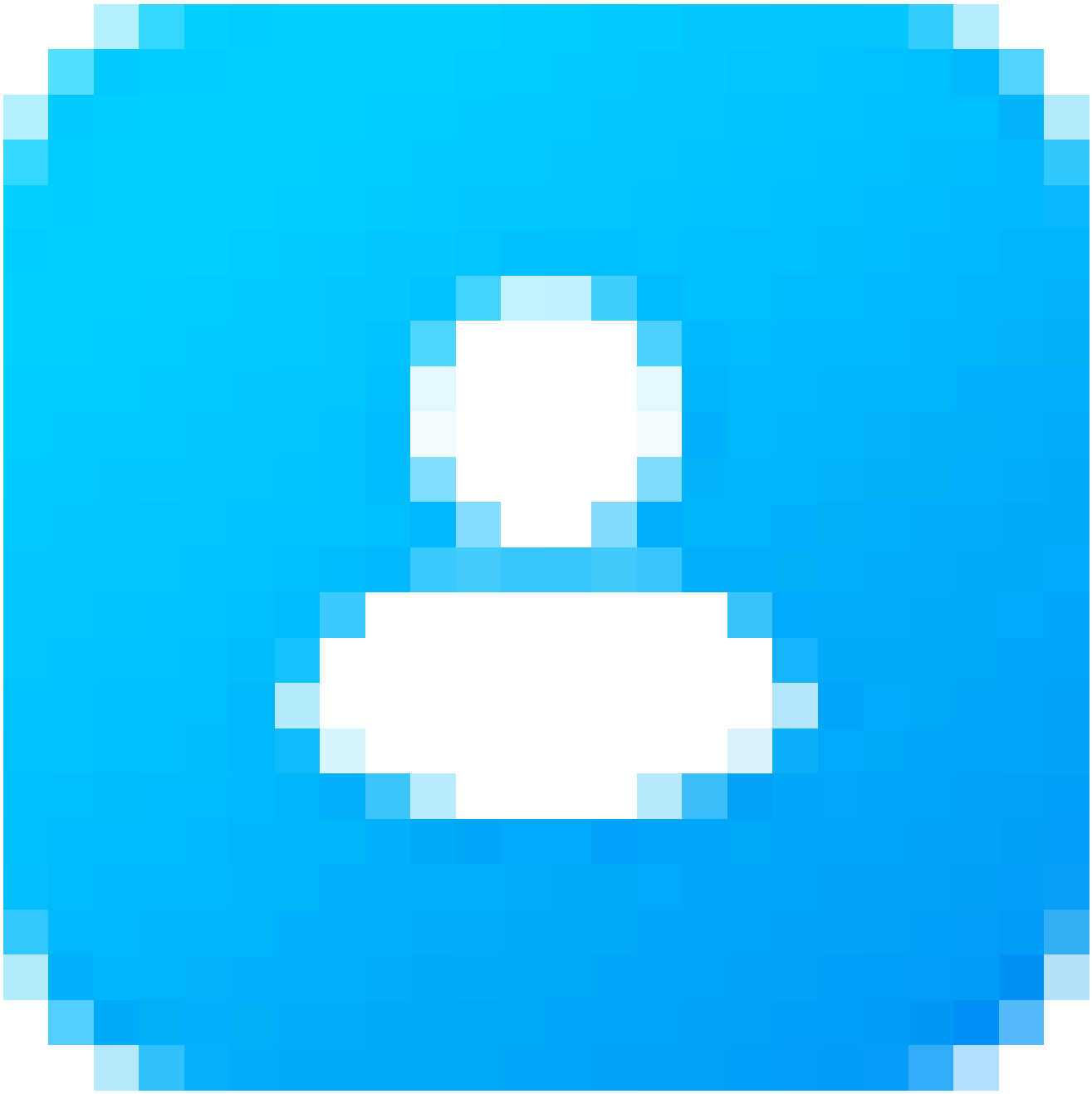
c. For T57W phones, select the desired contact group or **All Contacts** from the **Group** field.

c. (Optional) Edit the contact's information.

d. Select **Save**.

- For VP59/T58A/T58W/T88W (Pro) phones:

  a. Go to



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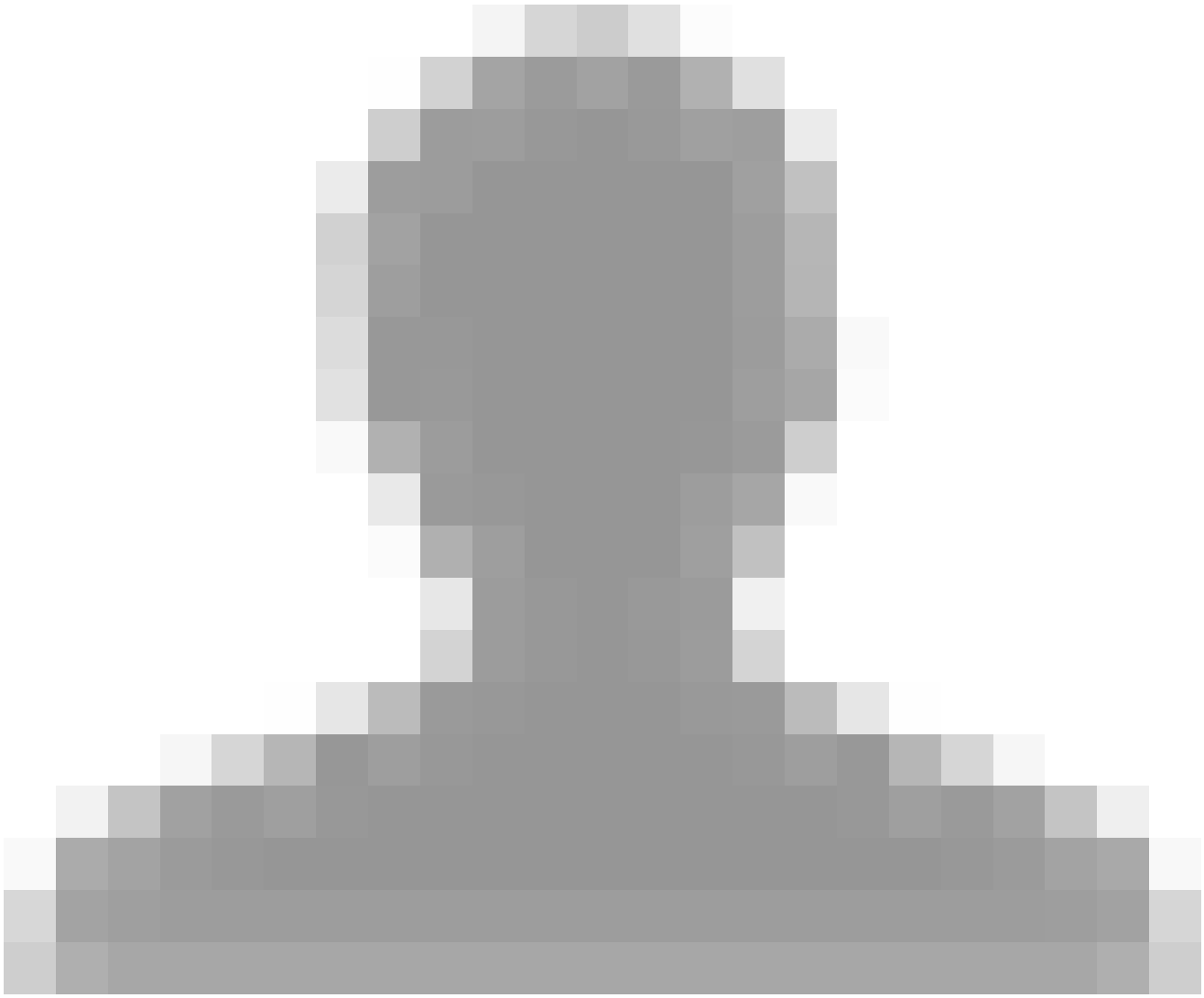


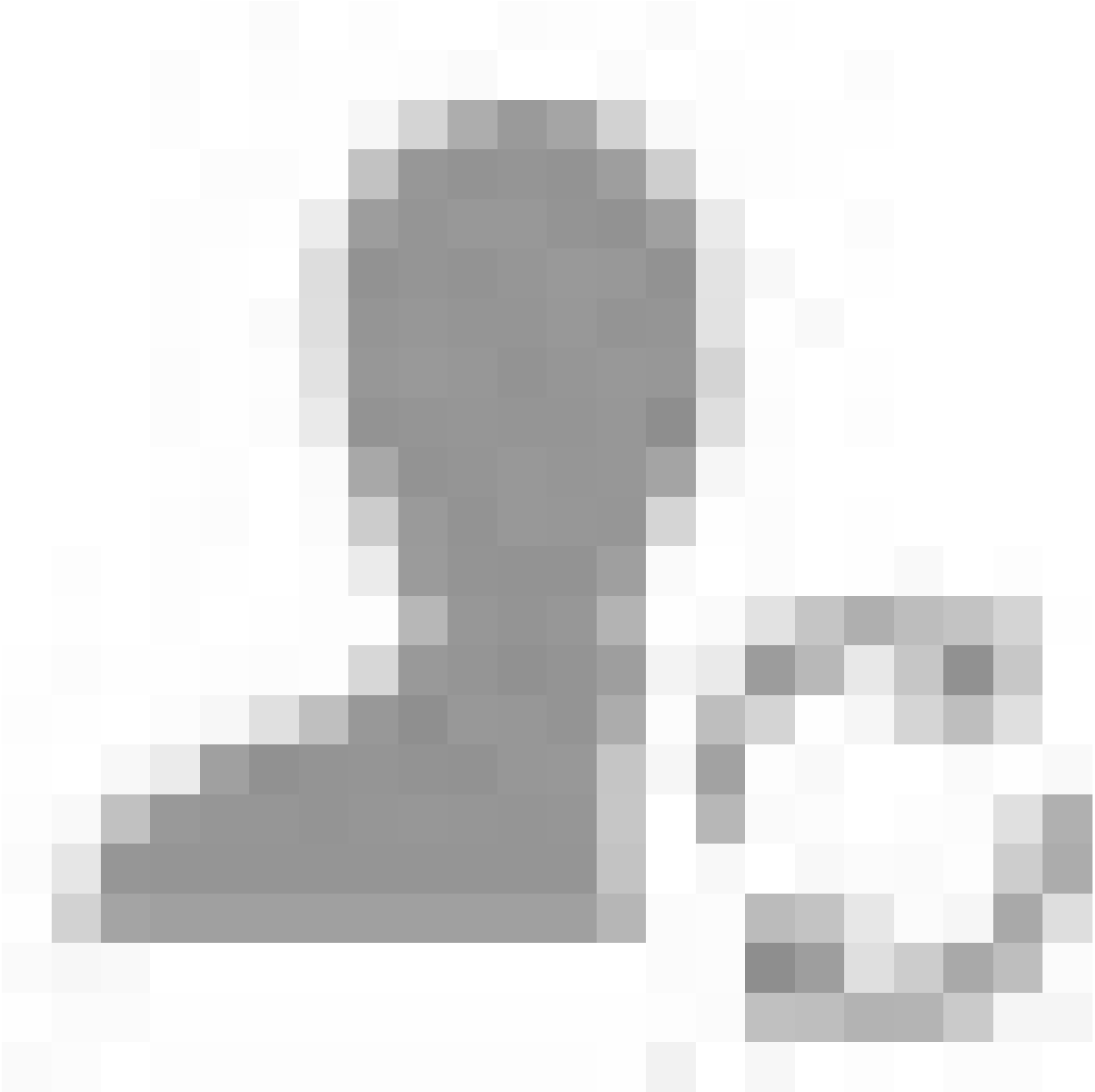
> **Share Directory**.

b. Tap **Settings**.

c. Select a contact.

d. Press **Options** and then select **Add To Local**.

e. For T58W phones, tap



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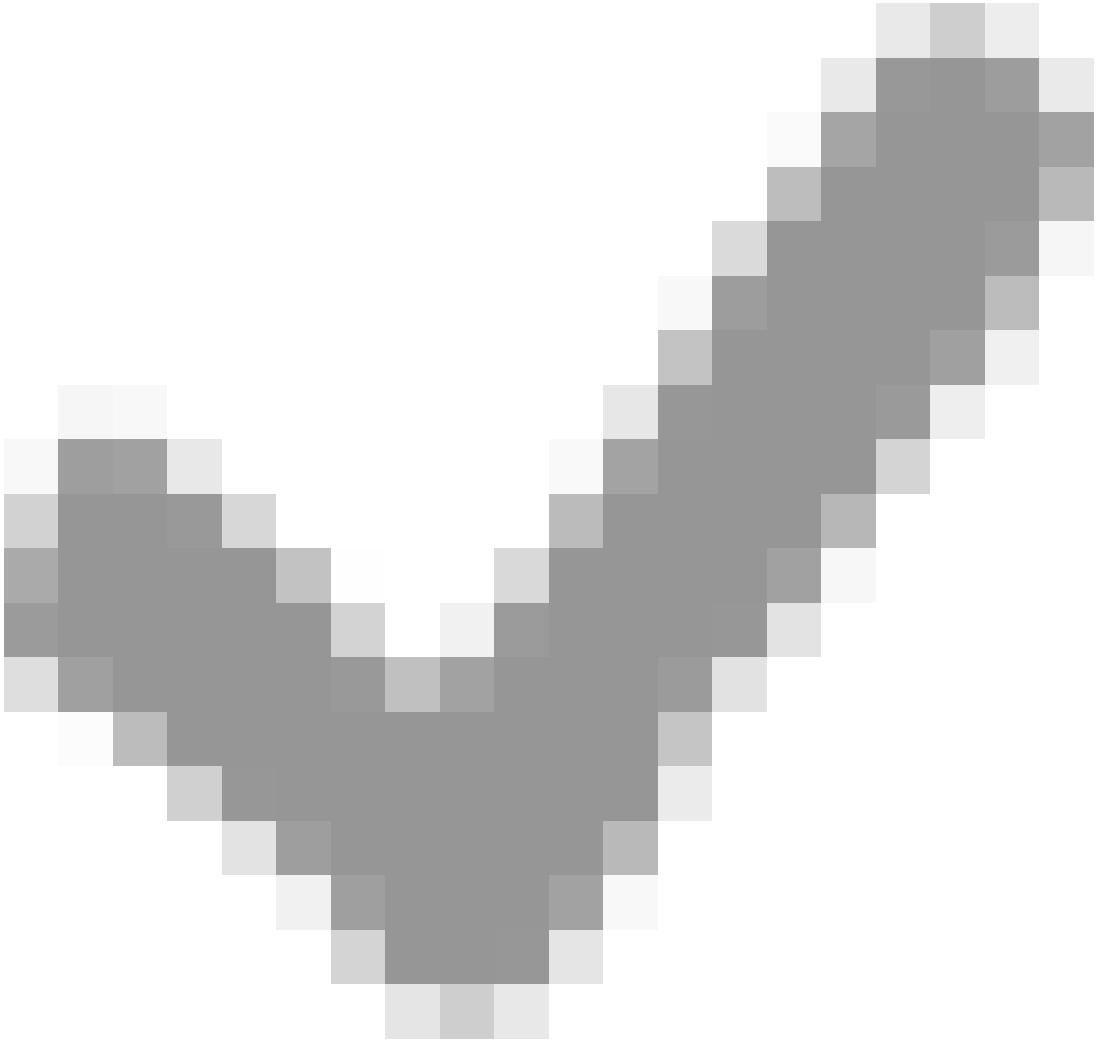
e. Tap **New Entry**.

f. Tap



or OK.

Place a Call from the Shared Directory

You can place a call to a contact directly from the Shared Directory.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:
  a. Go to **Menu** > **Directory** > **Share Directory** or **Directory** > **Share Directory**.
  b. Select the desired contact, and press **Send**. On the T57W phones, tap the desired contact.

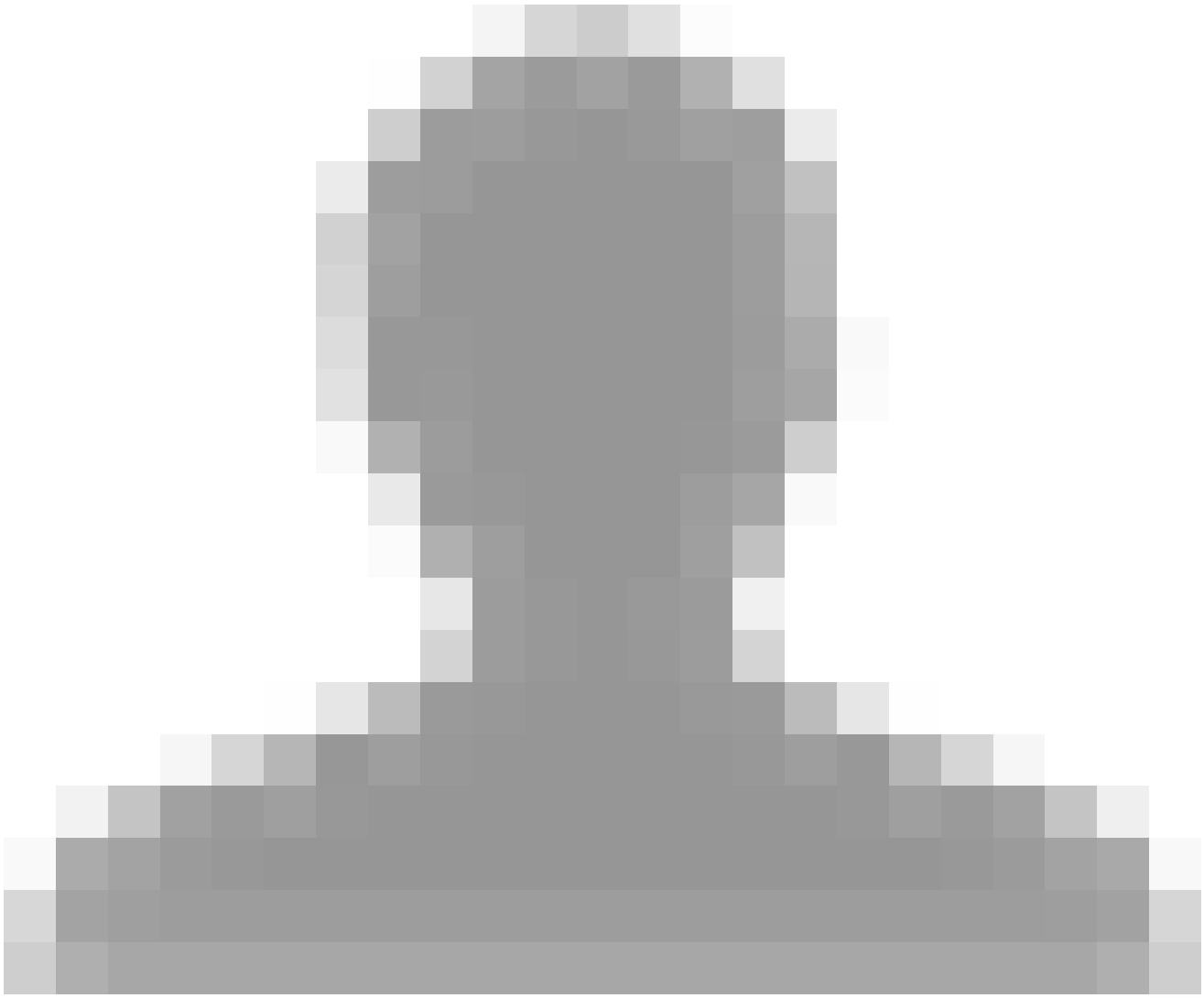
c. If the selected contact has multiple numbers, select the desired number, and select **Send**.

d. On the T57W phones, tap the desired contact.

- For VP59/T58A/T58W/T88W (Pro) phones:

  a. Go to

/



> **Share Directory**.

b. Tap the desired contact.

If the selected contact has multiple numbers, tap the desired number.

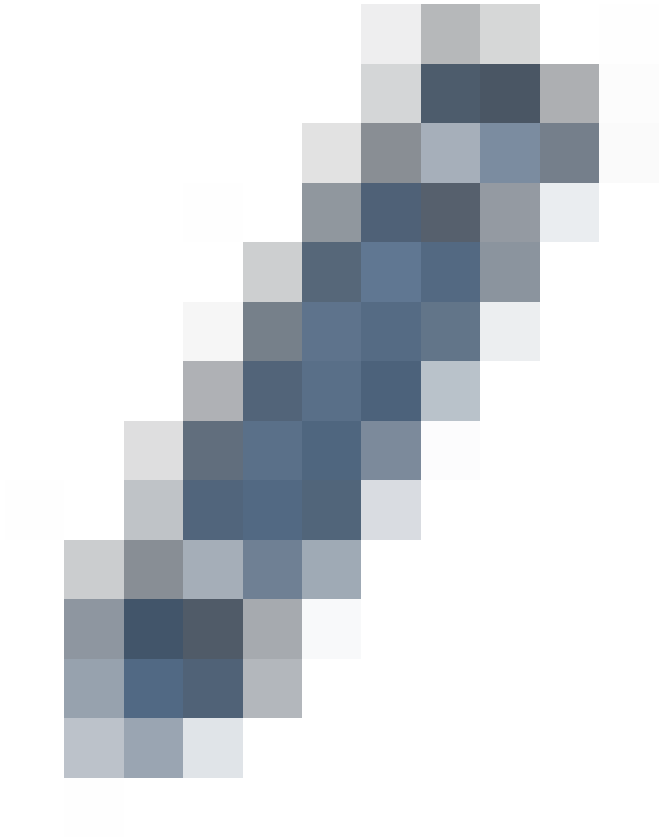
Rename Handset

You can personalize the handset name on the phone.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:
  a. Go to **Menu** > **DECT Settings** > **Handsets** or **Menu** > **Settings** > **DECT Settings** > **Handsets**.
  b. Select a desired handset, and then select **Detail**.
  c. For T57W phones, tap



beside the handset name.

c. Enter the desired handset name.

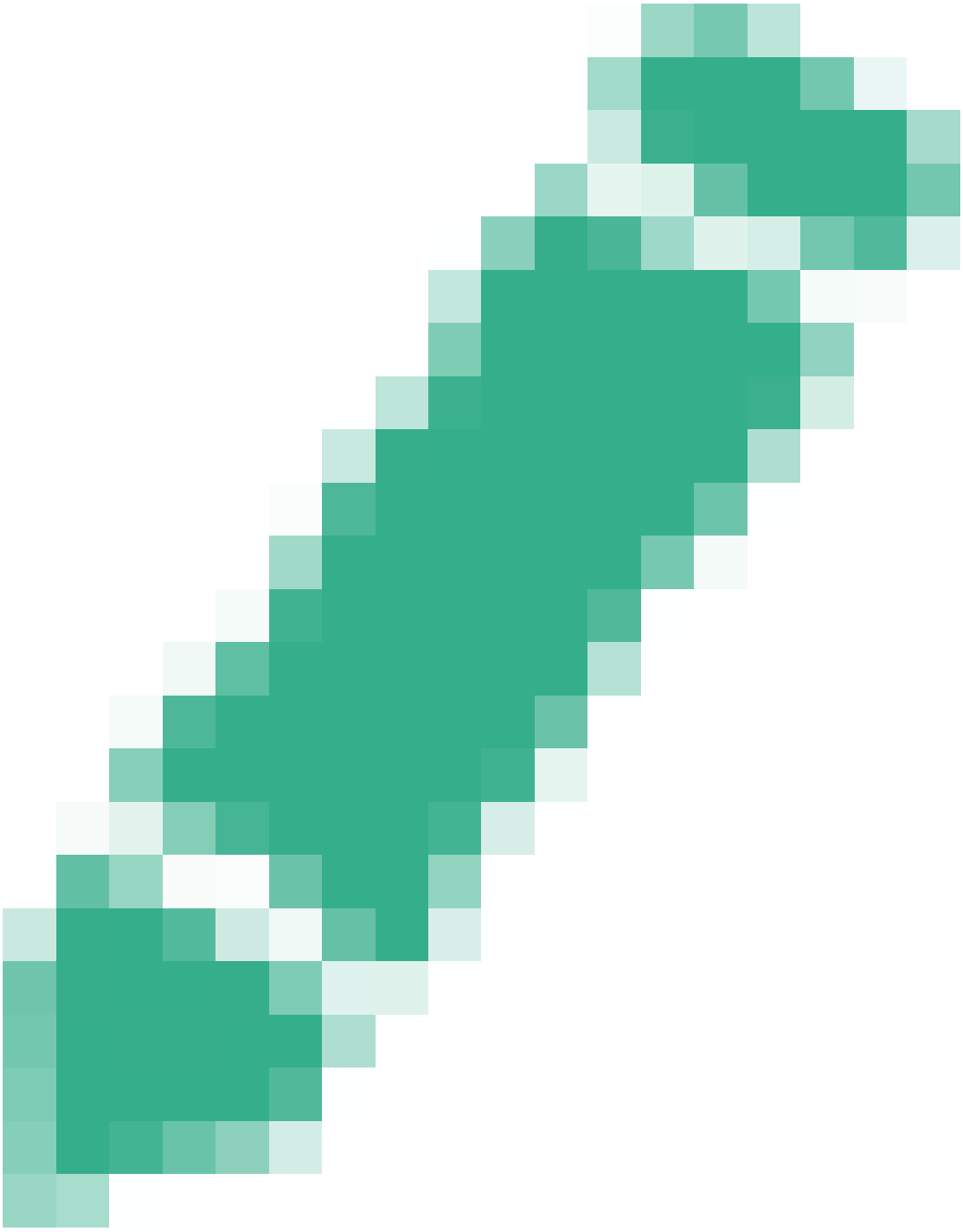
d. Select **Save** or **OK**.

- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second/third idle screen.

  b. Go to **DECT Settings** > **Handsets**.

  c. Tap



beside the handset name.

d. Enter the desired handset name.

e. Select **OK**.

Locate Handset

You can locate a misplaced registered handset by the phone.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:
  a. Go to **Menu** > **DECT Settings** > **Handsets** or **Menu** > **Settings** > **DECT Settings** > **Handsets**.
  b. Select **Start Pag** or **Paging**.
  c. *All handsets that are registered to the phone will ring (paging) simultaneously and display the IP address of the phone on the screen.*
  d. You can select **Stop Pag** or **Stop Paging** on the phone to end ringing (paging).
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second/third idle screen.
  b. Go to **DECT Settings** > **Handsets**.
  c. Tap **Start Paging**.
  d. *All handsets that are registered to the phone will ring (paging) simultaneously and display the IP address of the phone on the screen.*
  d. You can tap **Stop Paging** on the phone to end ringing (paging).

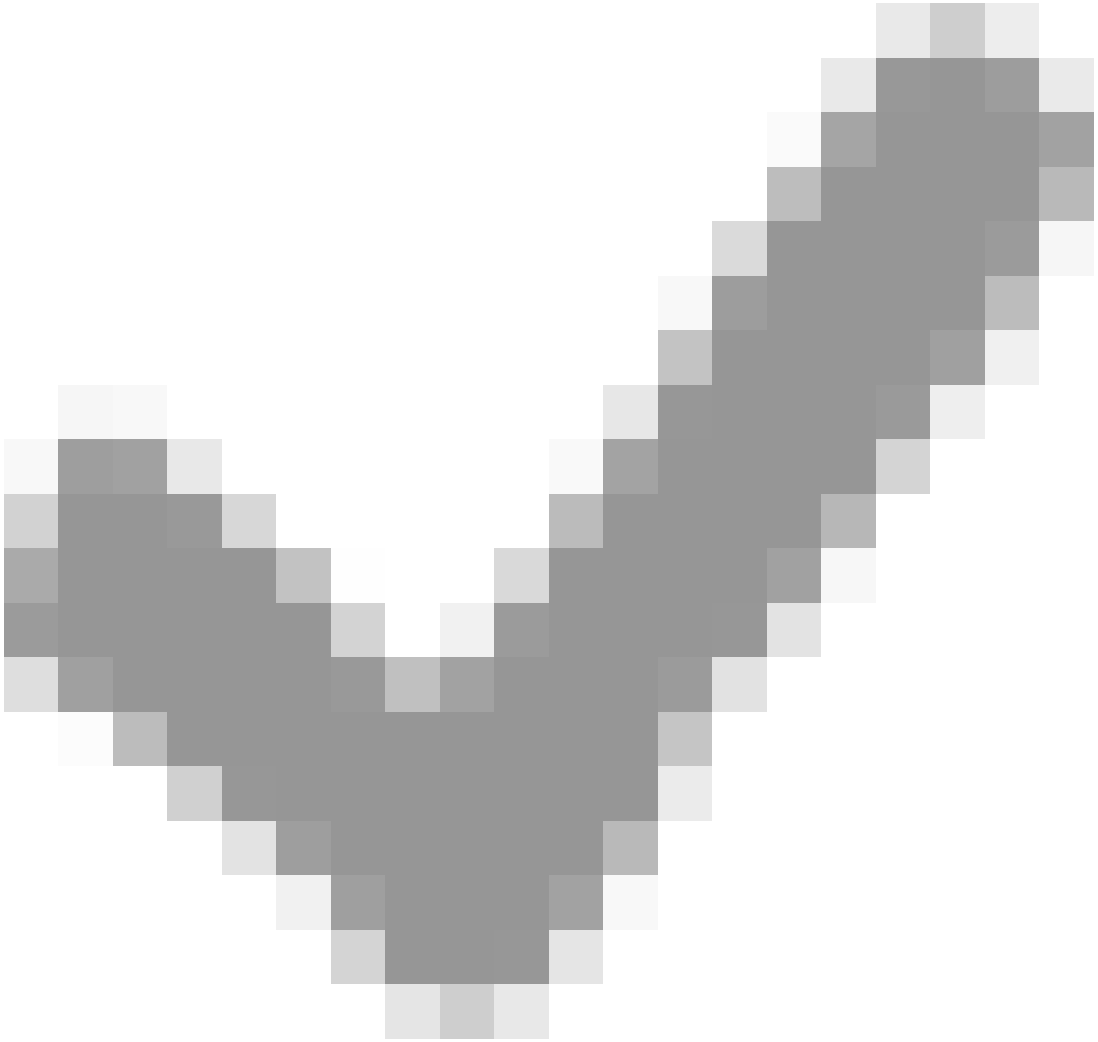
Change Base PIN

To avoid unauthorized registration or access to some features on the phone, you should keep the base PIN secret.

Procedure

Do one of the following:

- For T53X/T54W/T57W/T85W/T87W phones:
  a. Go to **Menu** > **DECT Settings** > **Change Base PIN** or **Menu** > **Settings** > **DECT Settings** > **Change Base PIN**.
  b. Enter the current PIN (default: 0000) in the **Change Base PIN** field.
  c. Enter the new PIN in the **New PIN** and the **Confirm PIN** fields.
  d. Select **Save**.
- For VP59/T58A/T58W/T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second/third idle screen.
  b. Go to **DECT Settings** > **Change Base PIN**.
  c. Enter the current PIN (default: 0000) in the **Change Base PIN** field.
  d. Enter the new PIN in the **Enter New PIN** and the **Re-enter new PIN** fields.
  e. Tap



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Warnings

When some issues occur on your phone, a warning icon appears in the status bar. The following lists the detailed situations:

- The default password is being used
- Failed to register the account
- The provisioning credentials are wrong
- The network is unavailable

Investigating Warnings

The warning icon lets you know that your phone has one or more important issues. You can view details about warnings on the **Status** screen.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Status**.
  b. Select **Warnings**.
  c. *The **Warnings** screen is displayed, listing any issues.*
- For VP59/T58A/T58W phones:
- *The **Warnings** screen is displayed, listing any issues.*
  a. Swipe left or right to go to the second idle scree,n or swipe top to go to the second idle screen.
  b. go to **Settings** > **Status** > **General**.
- For CP925/CP935W/CP965 phones, go to **More** > **Status** > **General** or **More** > **Settings** > **Status** > **General**.
- *The **Warnings** screen is displayed, listing any issues.*

> You can also press the **OK** key when the phone is idle, and then select **Warnings**. It is only applicable to T3X/T4X/T54W/T53W/T53/T53C phones.

Re-provisioning Phone

When the provisioning credentials are wrong, you need to ask your system administrator for valid provisioning credentials to re-provision your phone.

Procedure

For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:

1. Go to **Menu** > **Status** > **Warnings**.
2. Select **Auto-p credentials failed** > **Re Provision**.
3. For T48S/T48G/T48U/T57W phones, tap **Auto-p credentials failed**.
3. Enter valid provisioning credentials, and select **Save**.
4. *The phone prompts you to provision now or not.*
4. Select **OK**.

Clearing Warnings

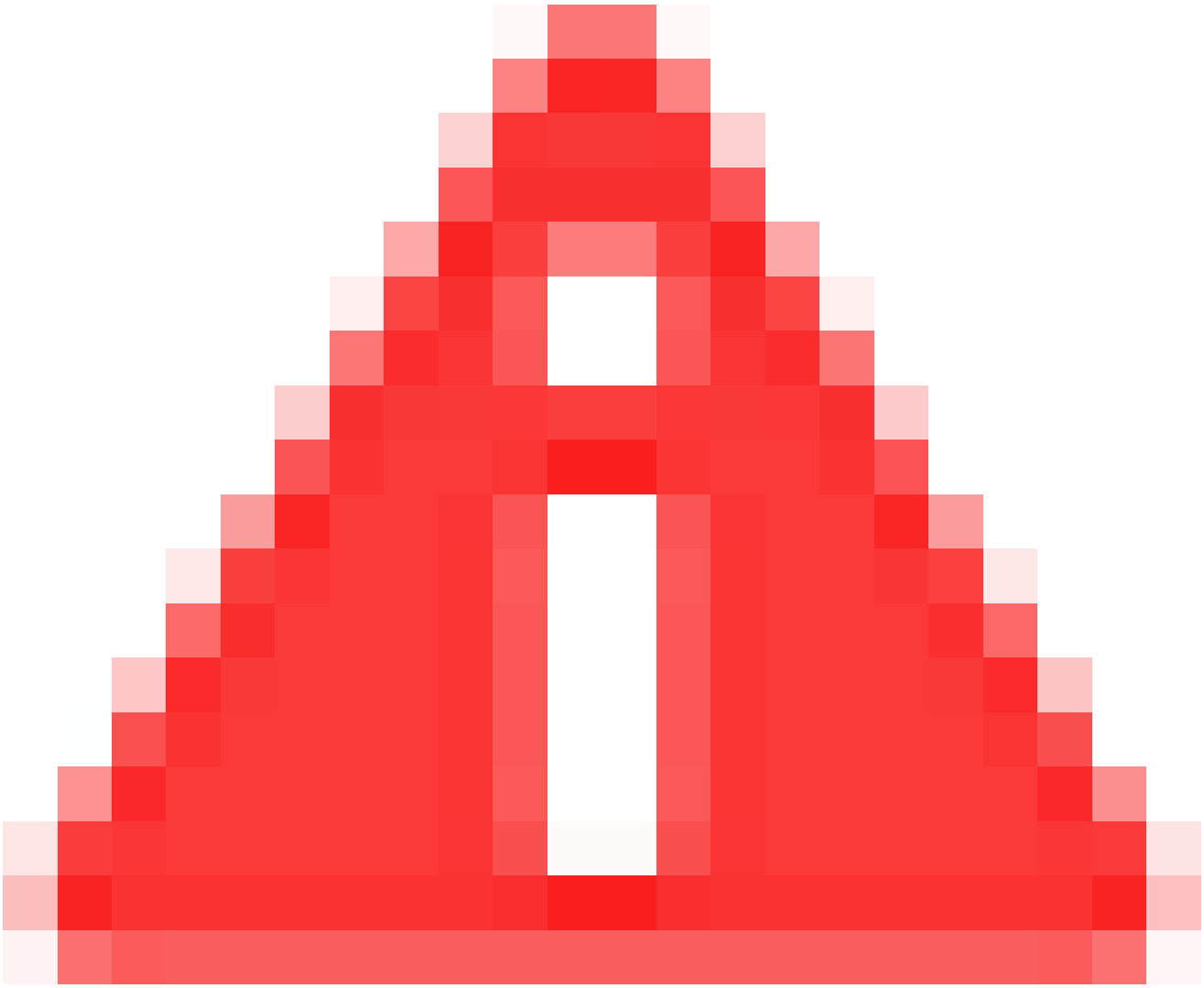
For the T42S/T41S/T42U phones, you can temporarily remove the warning message from the idle screen; for other phones, you can temporarily remove the warning icon from the status bar.

However, the warning icon appears again after the phone reboots or if the phone has a new warning if the issue is not solved.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Status** > **Warnings**.
  b. Select **Clear Icon**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.
  b. go to **Settings** > **Status** > **General**.
  c. Tap the **Warning** field.
  d. *The phone prompts you to provision now or not.*
  d. Tap **OK**.
  e. *The warning icon*



is removed from the status bar. And it is also removed from the Warning field.

You can also swipe left or right to remove the warning icon via Notification Center temporarily.

- For CP925/CP935W/CP965 phones:

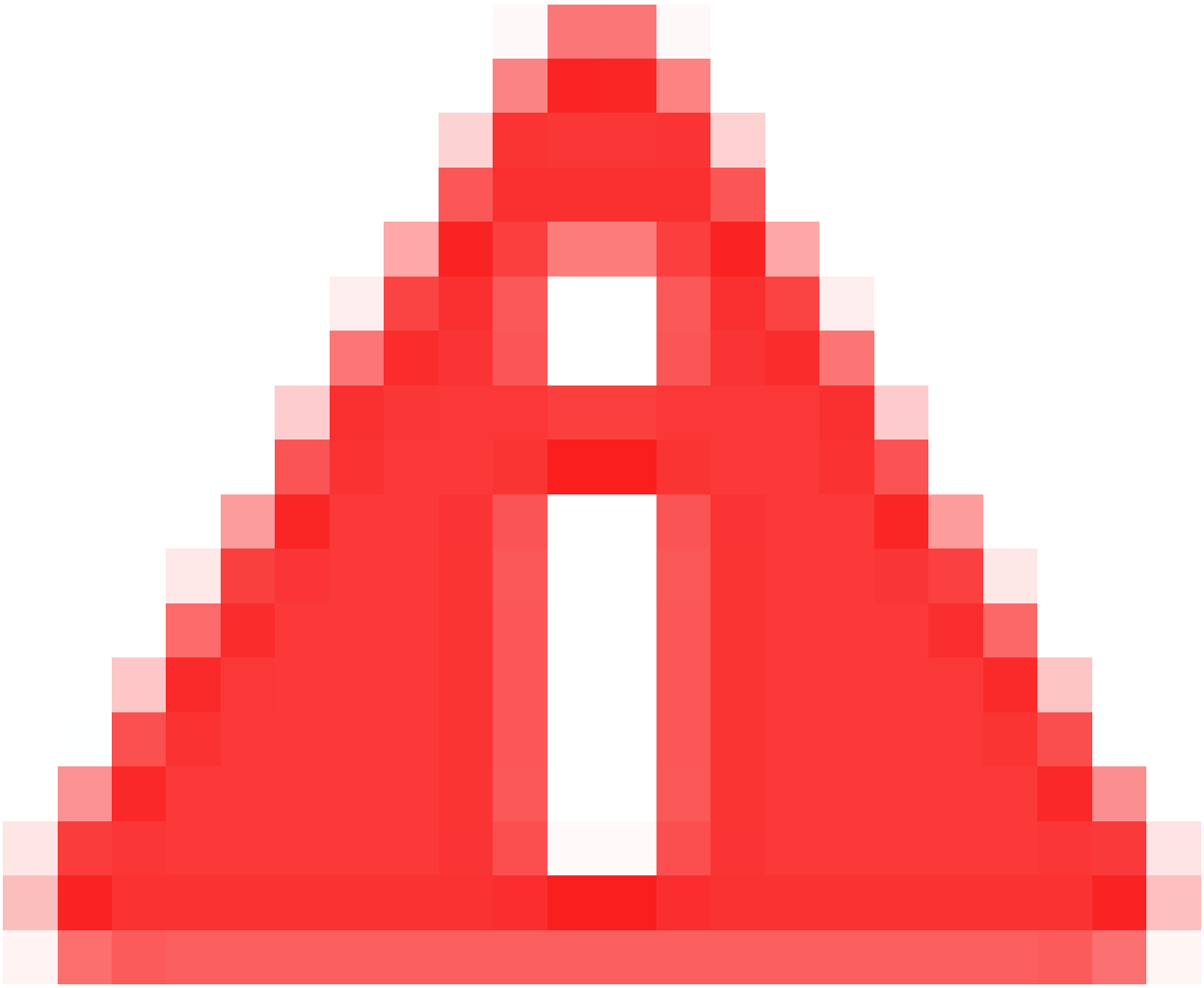
  a. Go to **More** > **Settings** > **Status** > **General** or **More** > **Status** > **General**.

  b. Tap the **Warning** field.

  c. *The phone prompts you to provision now or not.*

  c. Tap **OK**.

  d. *The warning icon*



is removed from the status bar. And it is also removed from the Warning field.

Diagnose Network

Only the administrator can use the "ping" or "trace route" method.

When network problems occur on your phone, you can use the "ping" or "trace route" method to troubleshoot network connectivity problems.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Features** > **Diagnostics** > **Network**.
  b. Do one of the following:
     - Select **Ping**, then enter the desired IP address or URL in the **Ping IP or URL** field.
     - Select **Trace Route**, then enter the desired IP address or URL in the **Trace Route IP or URL** field.
  c. Select **Start**.
  d. *The screen displays the network status information.*
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.
  b. Go to **Settings** > **Features** > **Diagnostics** > **Network**.
  c. Do one of the following:
     - Select **Ping**, then enter the desired IP address or URL in the **Ping IP or URL** field.
     - Select **Trace Route**, then enter the desired IP address or URL in the **Trace Route IP or URL** field.
  d. Select **Start**.
  e. *The screen displays the network status information.*
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.
  b. Go to **Settings** > **Diagnostics**.
  c. Do one of the following:
     - Select **Ping**, then enter the desired IP address or URL in the **Ping IP or URL** field.
     - Select **Trace Route**, then enter the desired IP address or URL in the **Trace Route IP or**

URL field.

d. Select **Start**.

e. *The screen displays the network status information.*

- For CP925/CP935W/CP965 phones:

  a. Go to **More** > **Features** > **Diagnostics** > **Network** or **More** > **Settings** > **Features** > **Diagnostics** > **Network**.

  b. Do one of the following:

  - Select **Ping**, then enter the desired IP address or URL in the **Ping IP or URL** field.
  - Select **Trace Route**, then enter the desired IP address or URL in the **Trace Route IP or URL** field.

  c. Select **Start**.

  d. *The screen displays the network status information.*

Reboot Phone

The improper operation may cause a malfunction. If the malfunction occurs, your system administrator may ask you to reboot your phone.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Do one of the following:
  b. *The phone prompts you to reboot the phone or not.*
    - Go to **Menu** > **Basic** > **Reboot**.
    - Go to **Menu** > **Settings** > **Basic Settings** > **Reboot**.
    - For T57W phones, select **Reboot**.
  b. Select **OK**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Reboot** > **Reboot**.
  c. *The phone prompts you to reboot the phone or not.*
  c. Select **OK**.
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.
  b. Go to **Settings** > **General** > **Reboot**.
  c. *The phone prompts you to reboot the phone or not.*
  c. Select **OK**.
- For CP925/CP935W/CP965 phones:
  a. Go to **More** > **Basic** > **Reboot** > **Reboot** or **More** > **Settings** > **Basic** > **Reboot** > **Reboot**.
  b. *The phone prompts you to reboot the phone or not.*
  b. Select **OK**.

Reset to Factory Settings

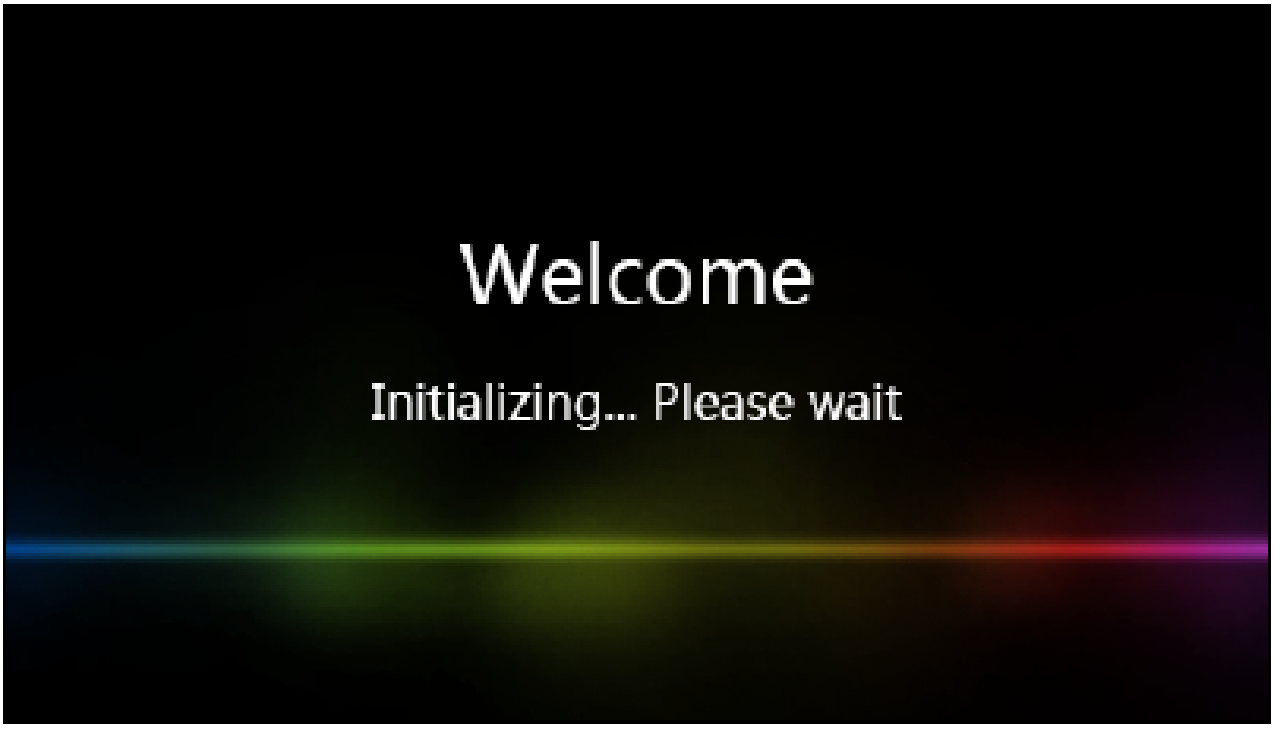
When some issues occur on your phone and you have tried all troubleshooting suggestions but still do not solve the problem, you can reset your phone to factory settings.
This operation will delete all your personal configuration settings and reset all settings to the factory defaults. Check with your system administrator if the personalized settings are kept before resetting your phone to factory settings.

> Resetting your phone may take a few minutes. Do not power off until the phone has started up successfully.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:
  a. Go to **Menu** > **Advanced** (default password: admin) > **Reset Config**.
  b. Or go to **Menu** > **Settings** > **Advanced Settings** (default password: admin) > **Reset Config**.
  b. Select **Reset to Factory Settings**.
  c. Or select **Reset to Factory Settings** > **Reset**.
  d. *The phone prompts you to reset the settings or not.*
  c. Select **OK**.
  d. *The phone begins resetting.*
  e. *After reset, the screen prompts "Welcome Initializing…Please wait".*



g. The phone will be reset successfully after startup.

- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.
  b. Go to **Settings** > **Advanced Settings** > **Reset Config**.
  c. Select **Reset to Factory Settings**.
  d. *The phone prompts you to reset the settings or not.*
  d. Select **OK**.
  e. *The phone begins resetting.*
- For T88W (Pro)/T88V Pro phones:
  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.
  b. Go to **Settings** > **Advanced** > **System**.
  c. Select **Reset to Factory**.
  d. *The phone prompts you to reset the settings or not.*
  d. Select **Reset**.
  e. *The phone begins resetting.*
- For CP925/CP935W/CP965 phones:
  a. Go to **More** > **Settings** > **Advanced** (default password: admin) > **Reset Config** or **More** > **Advanced** (default password: admin) > **Reset Config**.
  b. Select **Reset to Factory Settings**.
  c. *The phone prompts you to reset the settings or not.*

c. Select **OK**.

d. *The phone begins resetting.*

> You can also long-tap the left Mute key when the phone is idle.
> For more information, please refer to Factory reset via web user interface.

Update Phone Configuration

Your system administrator may ask you to update the configuration for your phone to apply any changes to system settings, which you can do without restarting it.

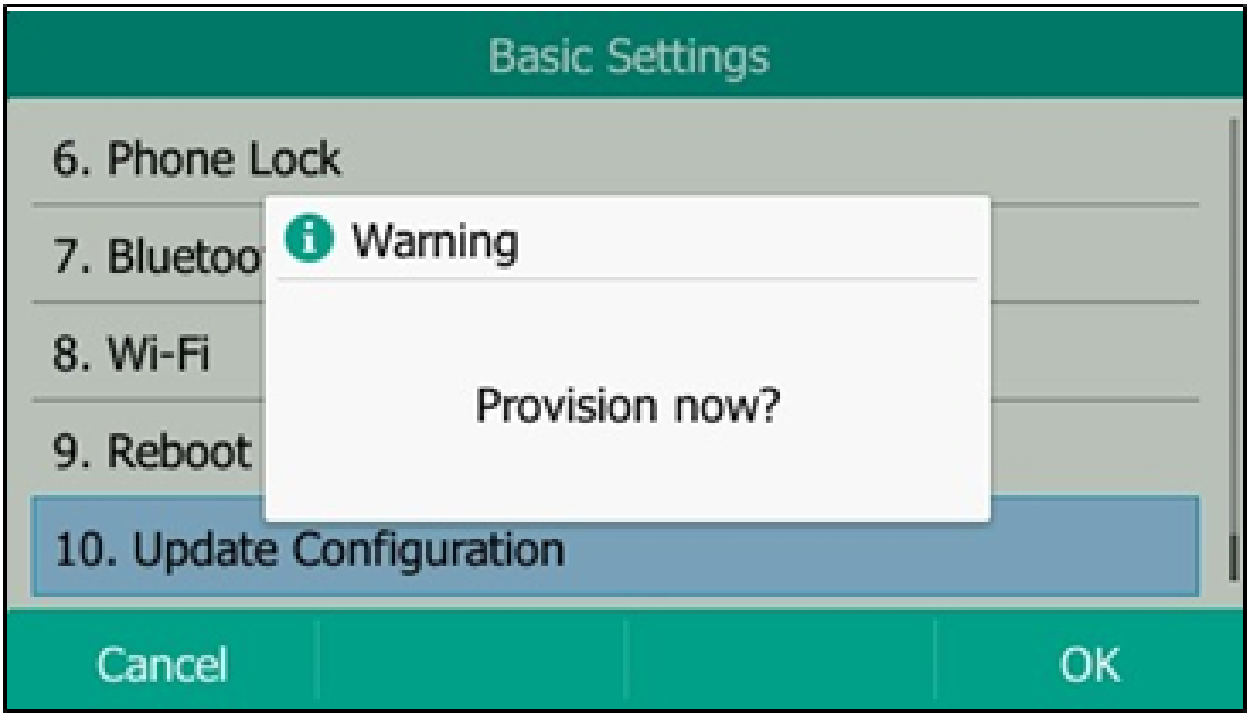
Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W/T7X/T85W/T87W phones:

  a. Do one of the following:

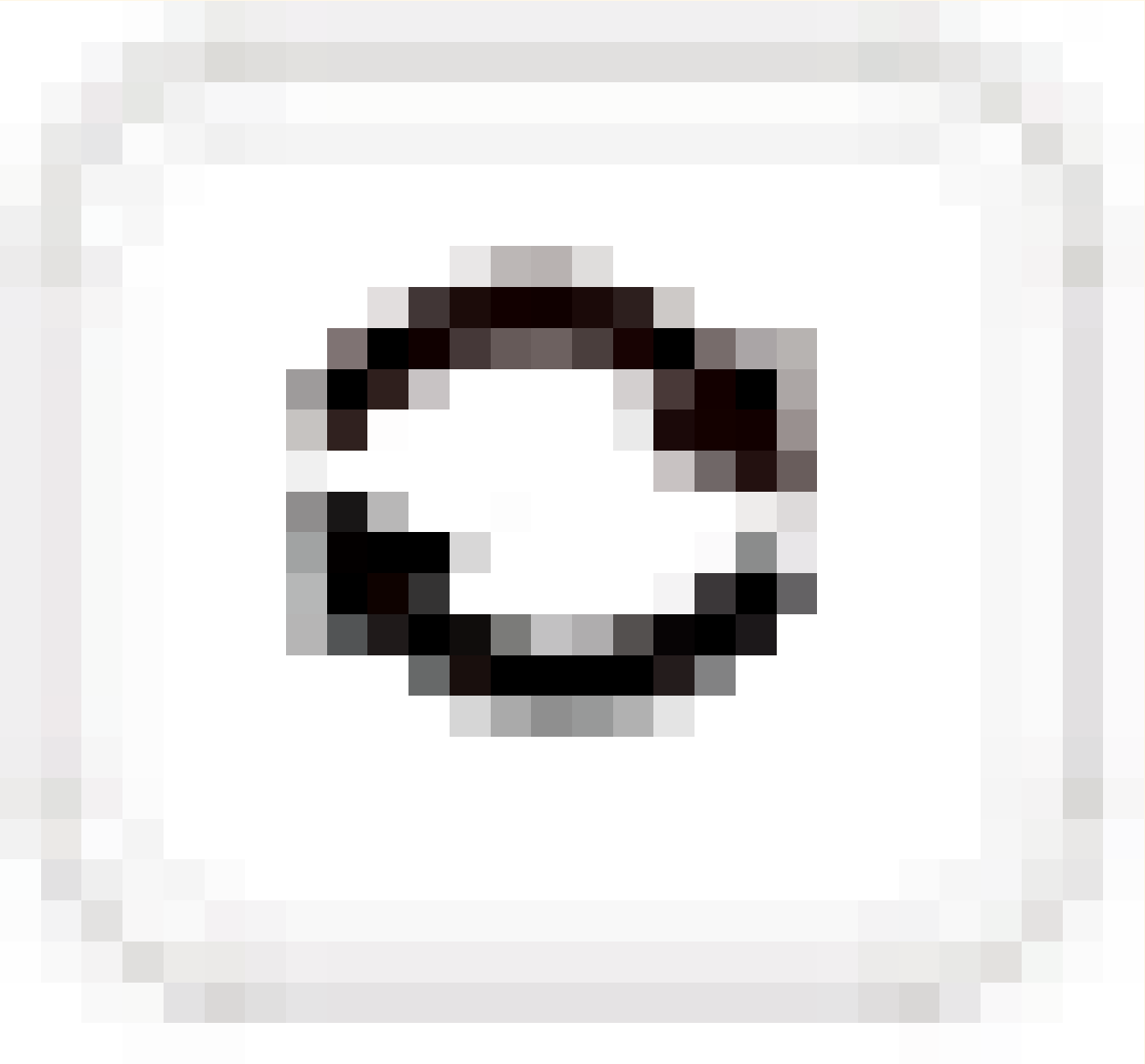
  - Go to **Menu** > **Basic** > **Update Configuration**.
  - Go to **Menu** > **Settings** > **Basic Settings** > **Update Configuration**.
  - *A message is displayed on the phone screen:*



  b. For T57W phones, tap **Auto Provision**.

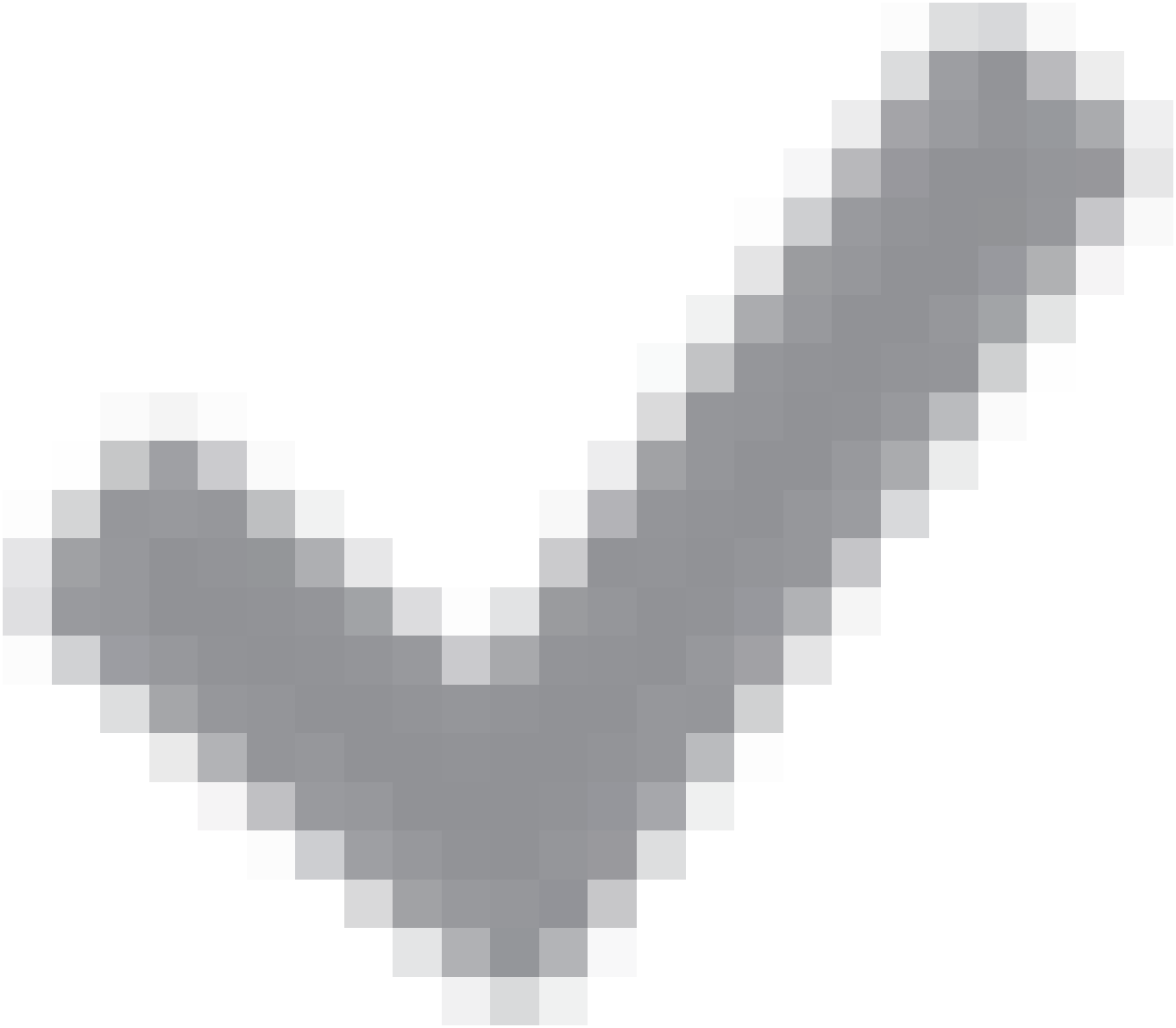
  c. Select **OK**.

> On the T54W/T53W/T53/T53C phones, you can also long-press the REDIAL key



when the phone is idle to update the phone configuration.

- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Update Configuration**.
  c. Enter the provision information in the corresponding field.
  d. Select



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e. *The phone prompts you whether to provision now.*

e. Select **OK**.

- For T88W (Pro)/T88V Pro phones:

  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.

  b. Go to **Settings** > **General** > **Update Configuration**.

  c. Select **OK**.

- For CP925/CP935W phones:

  a. Go to **More** > **Basic** > **Update Configuration** > **Auto Provision**.

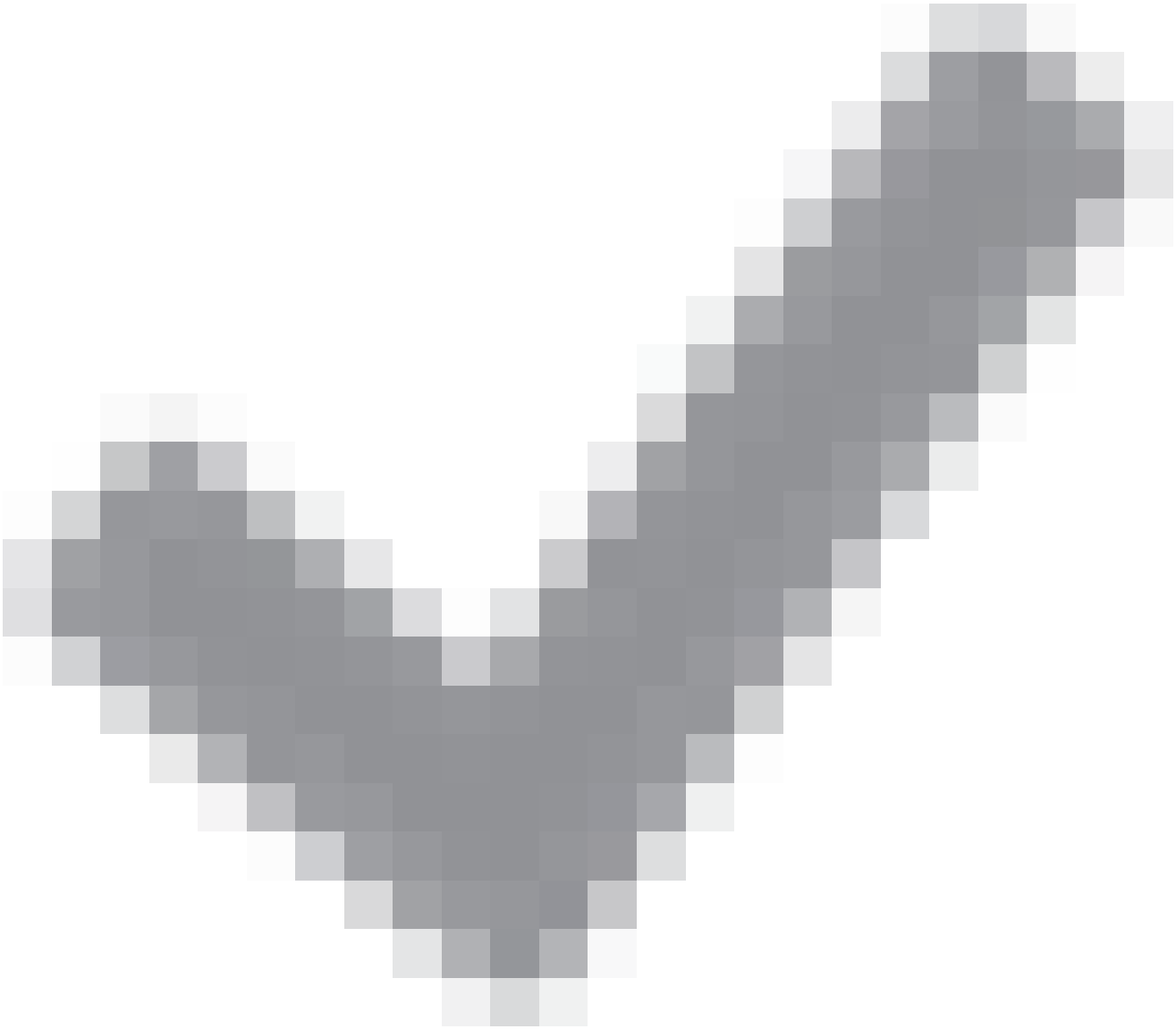
b. Select **OK**.

- For CP965 phones:

  a. Go to **More** > **Settings** > **Basic** > **Update Configuration**.

  b. Enter the provision information in the corresponding field.

  c. Select



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d. *The phone prompts you whether to provision now.*

d. Select **OK**.

Clear Personalized Configuration Settings

You can clear the personalized configuration settings manually on the phone.

Before You Begin

Your system administrator has enabled the phone to keep the user's personalized settings after auto provisioning.

Procedure

Do one of the following:

- For T4X/T53X/T54W/T57W phones:
  a. Do one of the following:
  b. *The phone prompts you to reset the local settings or not.*
     - Go to **Menu** > **Basic** > **Reset local settings**.
     - Go to **Menu** > **Settings** > **Basic Settings** > **Reset local settings**.
  b. Select **OK**.
- For VP59/T58A/T58W phones:
  a. Swipe left or right to go to the second idle screen, or swipe top to go to the second idle screen.
  b. Go to **Settings** > **Basic Settings** > **Reset Local Config** > **Reset local settings**.
  c. *The phone prompts you to reset the local settings or not.*
  c. Select **OK**.
- For CP925/CP935W/CP965 phones:
  a. Go to **More** > **Basic** > **Reset Local Config** > **Reset local settings** or **More** > **Settings** > **Basic** > **Reset Local Config** > **Reset local settings**.
  b. *The phone prompts you to reset the local settings or not.*
  b. Select **OK**.

LED Instructions

The CPW65 LED indicator indicates the call, register, and battery’ s system status. Mute button LED indicator on the wireless expansion microphone CPW65:

LED Status	Description
Solid green	The phone enters the dialing screen. The phone is in a call and unmuted.
Fast flashing red	The phone is receiving an incoming call.
Solid red	The phone is muted.
Fast flashing yellow	The CPW65 is in the registration mode.
Slowly flashing yellow	The CPW65 has registered with the phone, but the CPW65 is out of range. The CPW65 has registered with the phone, but the phone is turned off.
Flashing red and green alternately	The phone is searching for the CPW65 which has registered with it.
Off	The CPW65 is in the idle mode.

Battery LED indicator on the wireless expansion microphone CPW65:

LED Status	Description
Solid green for one second and then off	The CPW65 is turned on.
Solid green for 3 seconds and then off	The CPW65 is in the idle mode.
Solid green	The CPW65 is fully charged.
Solid red	The CPW65 is being charged.
Fast flashing red 3 times and then off	The battery capacity is too low to turn on the CPW65.
Slowly flashing red	The battery capacity is less than 10%.

Off	If you tap the mute button, the battery LED indicator on the CPW65 is still off, it means the CPW65 is turned off.

Charge CPW65

The phone can be powered from the USB port, so you can directly charge the CPW65 on the phone.

If it is the first time you use the CPW65, you need to fully charge the CPW65 for normal use. If the CPW65 is not in use, we recommend you charge the CPW65 even when the battery is full.

Procedure

1. Put the CPW65 on the charging cradle.
2. Connect the charging cradle to the USB port on the phone using a USB cable.

During charging, the battery LED indicator on the CPW65 glows solid red. When the battery capacity reaches 100%, the battery LED indicator on the CPW65 will glow solid green.

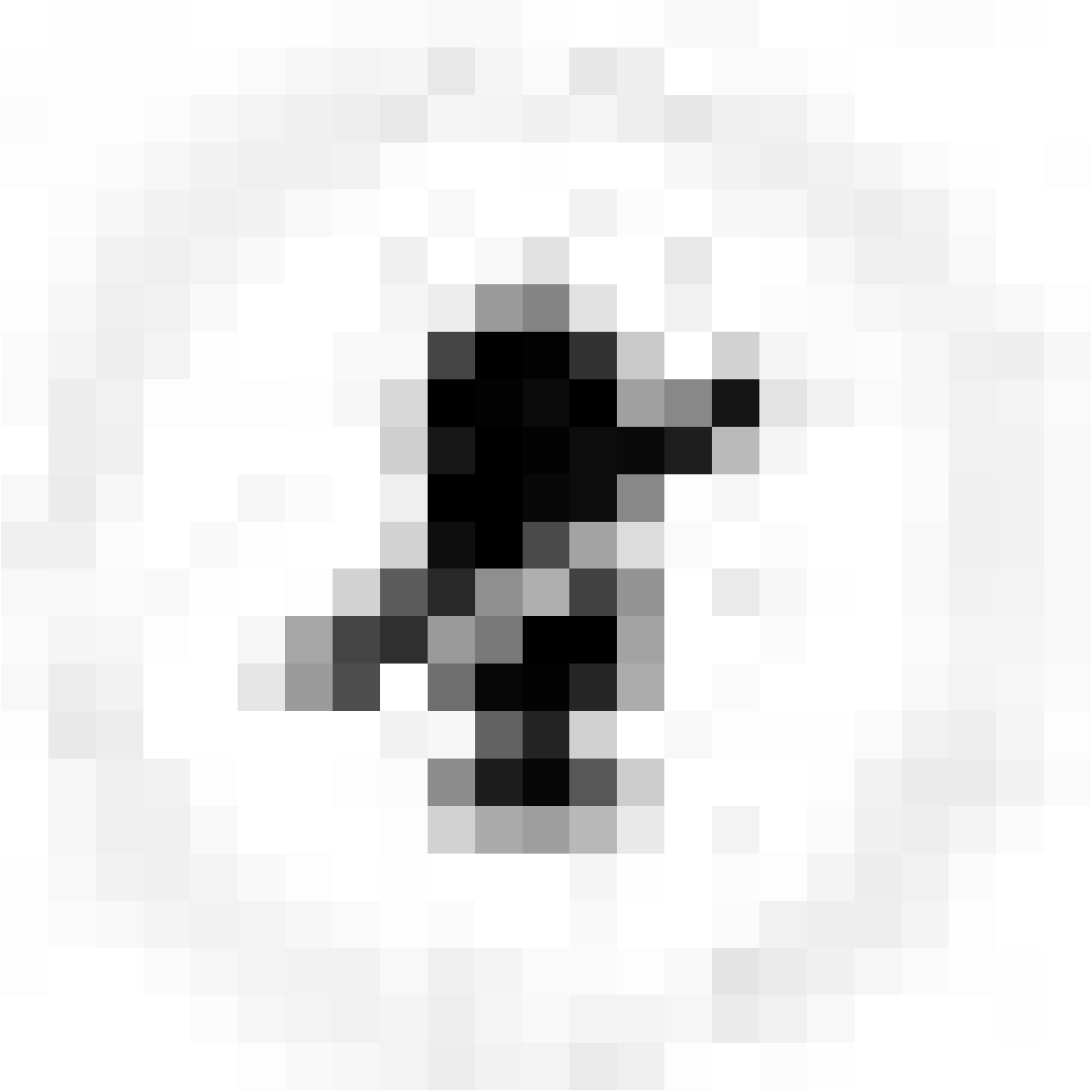
> If your system administrator disables the USB port of the phone, the phone cannot power to the USB port.

Enable or Disable CPW65

To use the CPW65 as the external audio input device, you need to turn the CPW65 on first.

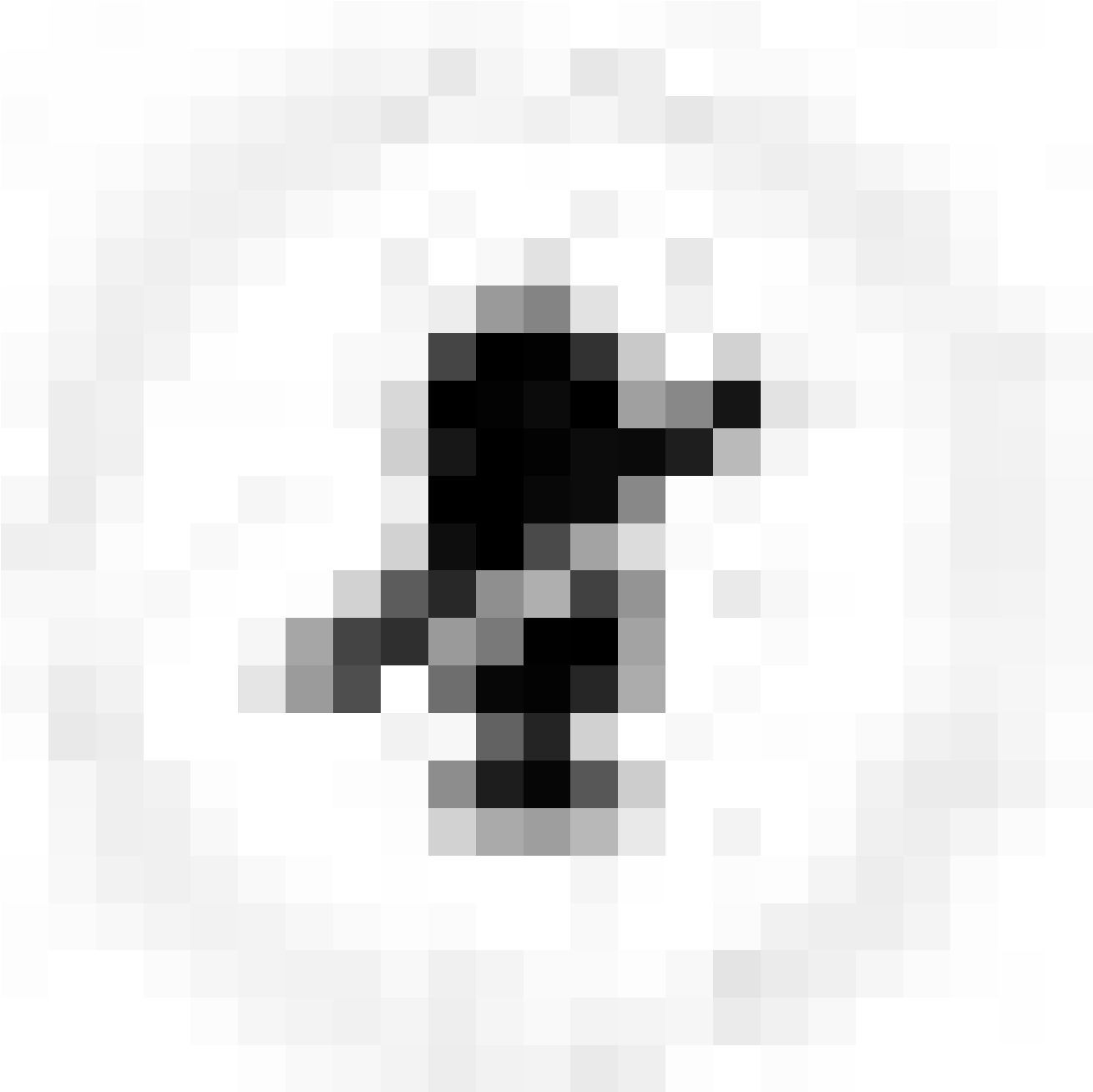
Procedure

1. You can do the following to turn on the CPW65:
   - Put the CPW65 on a charging cradle or connect it to the charging cable; the CPW65 starts up automatically.
   - If you do not charge the CPW65, long tap



   on the CPW65 for 3 seconds.
   - *The battery LED indicator glows green for one second and then goes out.*

2. To turn off the CPW65, long tap



on the CPW65 until the battery LED indicator glows red for 3 seconds and then goes out.

When the battery is below 10%, the battery LED indicator flashes red, and it will automatically shut down after 10 minutes of standby; when the battery reaches 0%, it will automatically shut down.

Register CPW65

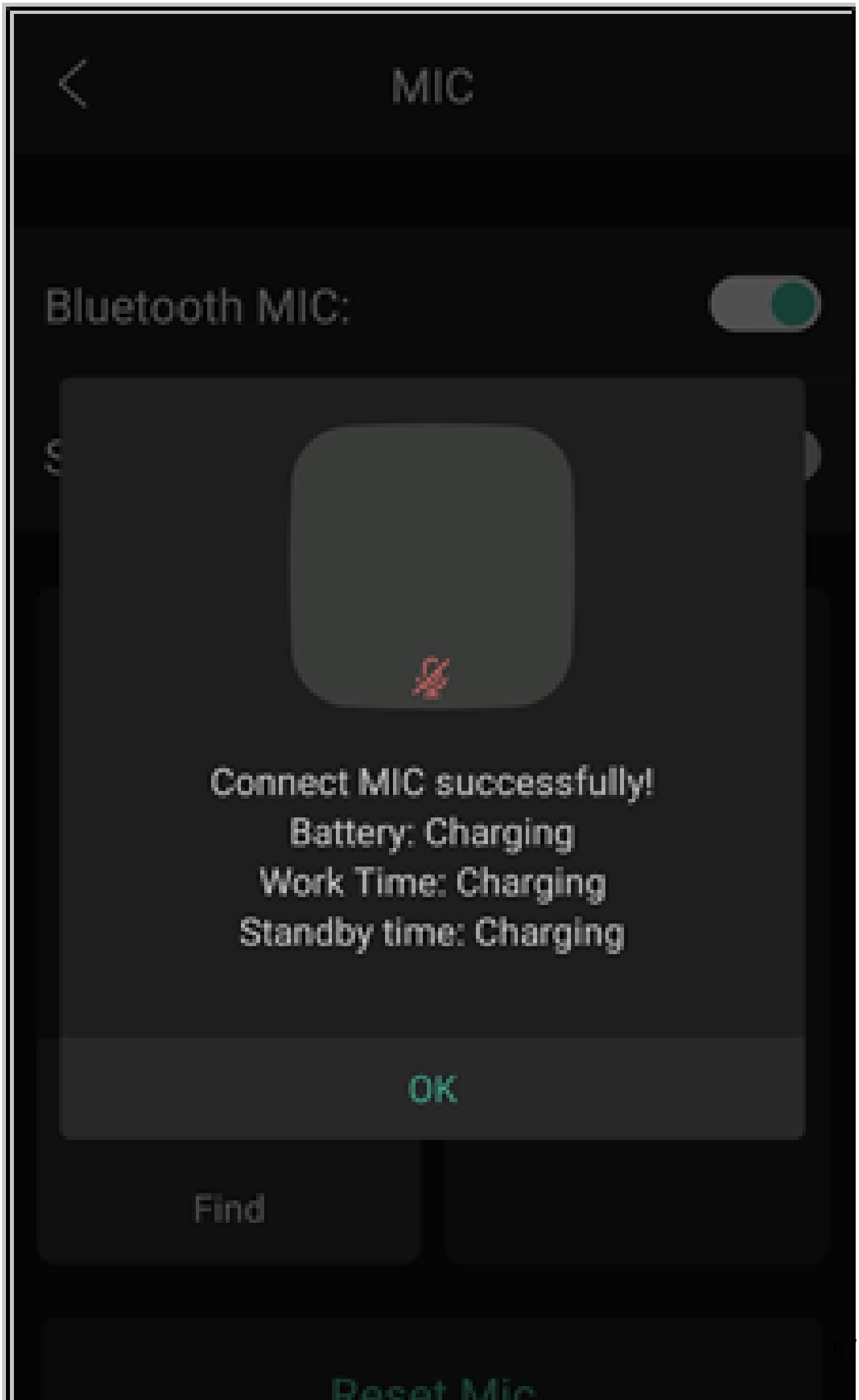
To ensure good voice quality of the calls on the phones, you can register CPW65 with the phone to use CPW65 as the external audio input device.

Procedure

1. Go to **More** > **MIC**.
2. Select **OK** when the phone prompts you that turning on the Bluetooth microphone will turn off Bluetooth.
3. Select

to search for CPW65.

4. Turn on the CPW65.
5. *The CPW65 will enter the registration mode automatically. And the mute LED indicator on the CPW65 fast flashes yellow.*
6. *The CPW65 registers with the phone automatically. If the registration is successful, the mute LED indicator on the CPW65 goes out, and the phone screen prompts the CPW65 information: battery, work time, and standby time.*


MIC
Bluetooth MIC:
Connect MIC successfully!
Battery: Charging
Work Time: Charging
Standby time: Charging
OK
Find
Reset Mic

Register CPW65 with another Phone

When you no longer want to register with the current phone, you can register the CPW65 with another phone.

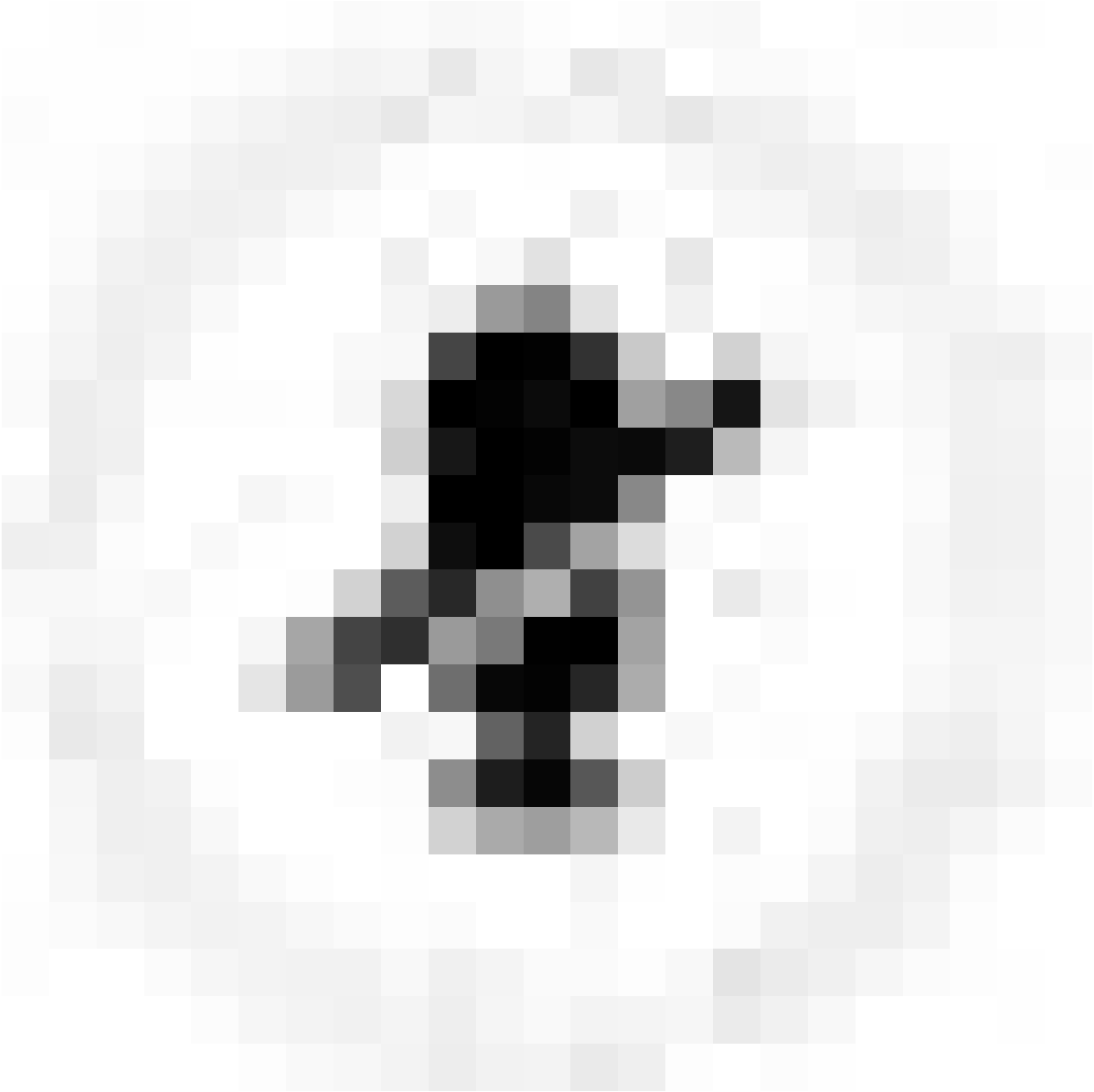
CPW65 can only be registered with one phone at a time, if you register the CPW65 to another phone, the CPW65 will deregister from the previous phone automatically.

Procedure

1. Go to **More** > **MIC**.
2. Turn on **Bluetooth MIC**.
3. Select **OK** when the phone prompts you that turning on the Bluetooth microphone will turn off Bluetooth.
4. Select

to search for CPW65.

5. Put the CPW65 on the charging cradle or connect to the charging cable and make sure it is charging.
6. Long tap the



on the CPW65 for 5 seconds.

7. *The CPW65 enters the registration mode. And the mute LED indicator on the CPW65 fast flashes yellow. The CPW65 registers with the phone automatically.*

Unregister CPW65

When you no longer need the CPW65 as the external audio input device, you can unregister it.

Procedure

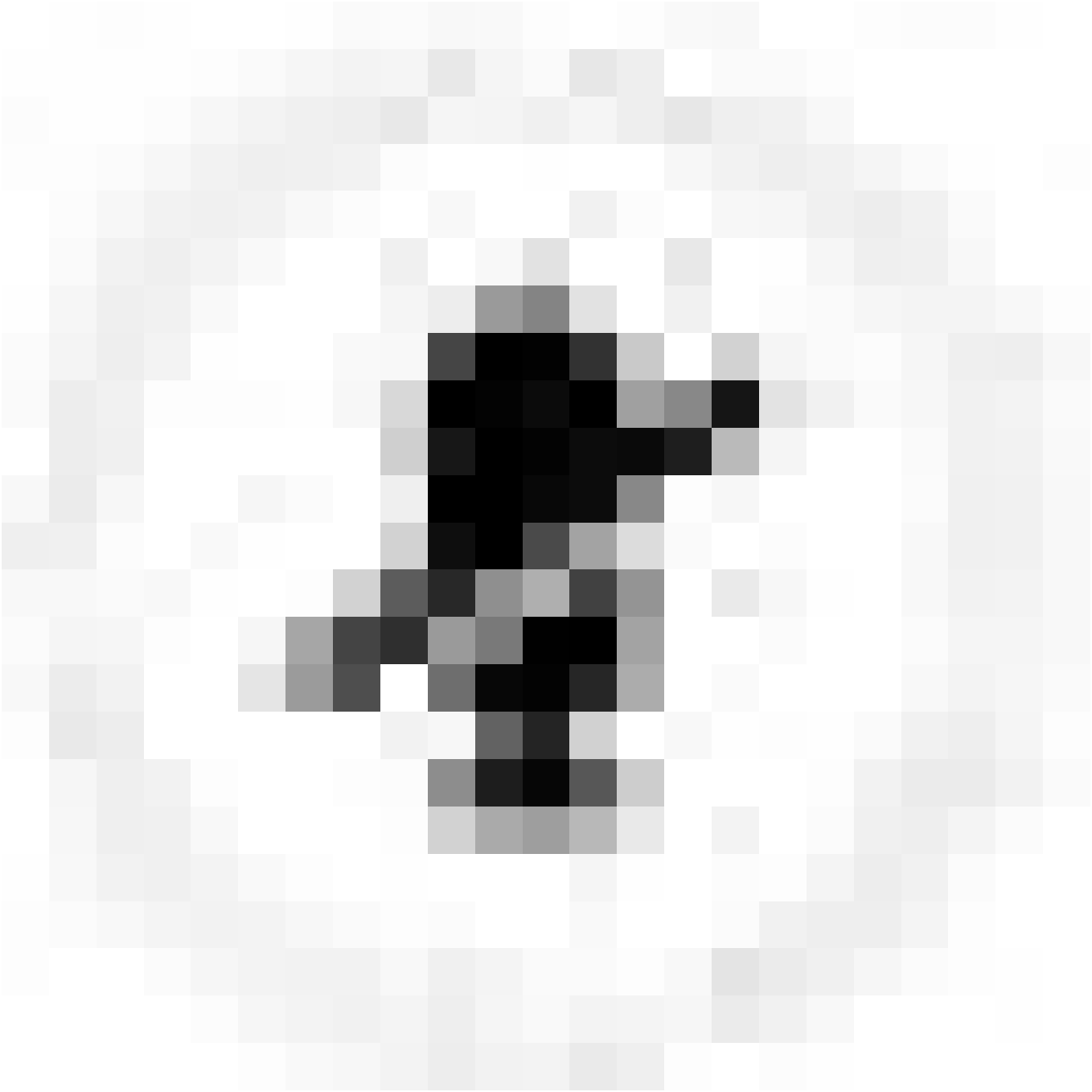
1. Go to **More** > **MIC**.
2. Select the desired microphone and then select **Detail**.
3. Select **Unbind**.

Mute or Unmute CPW65

During the call, you can mute or unmute the CPW65 at any time.

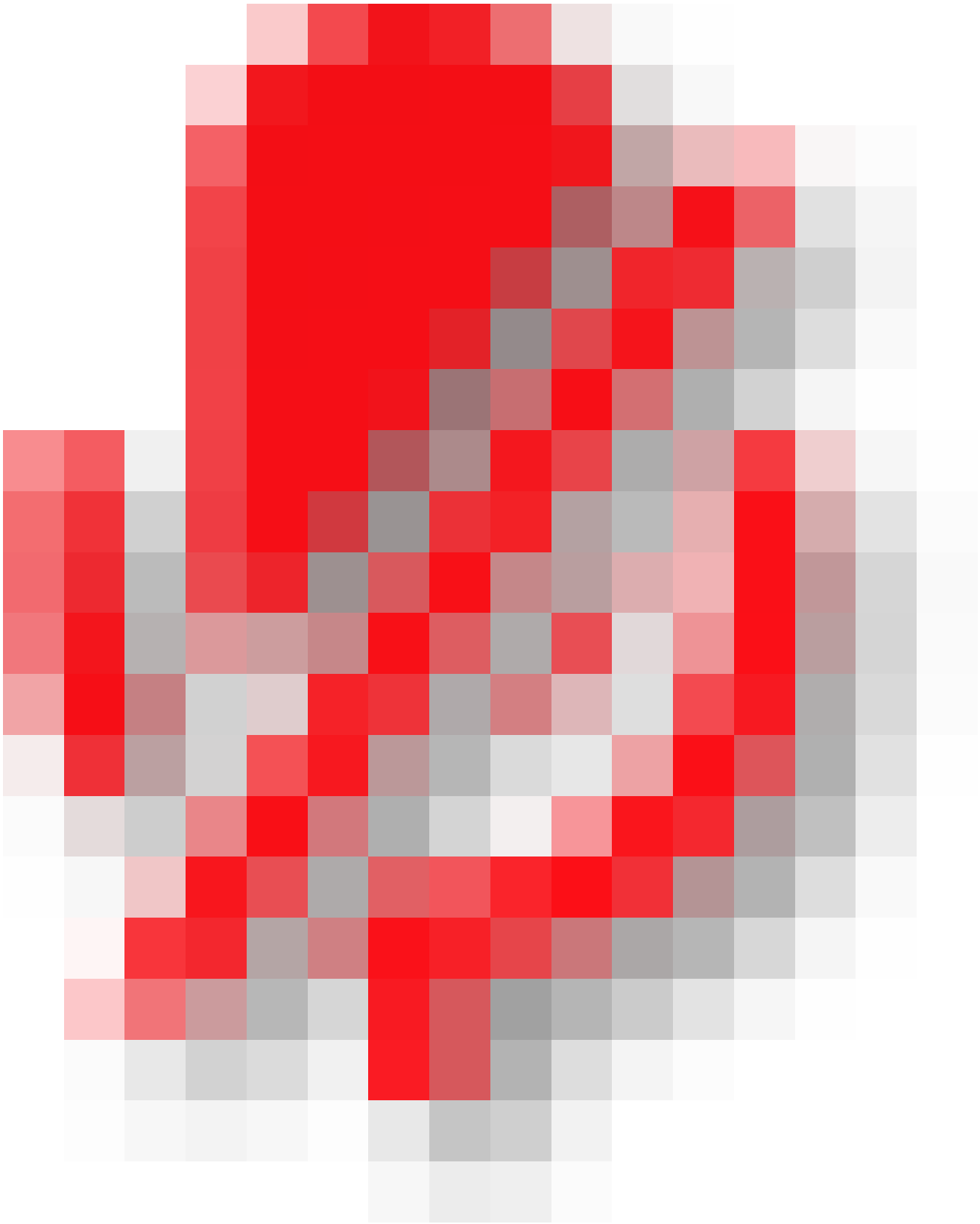
Procedure

1. Tap



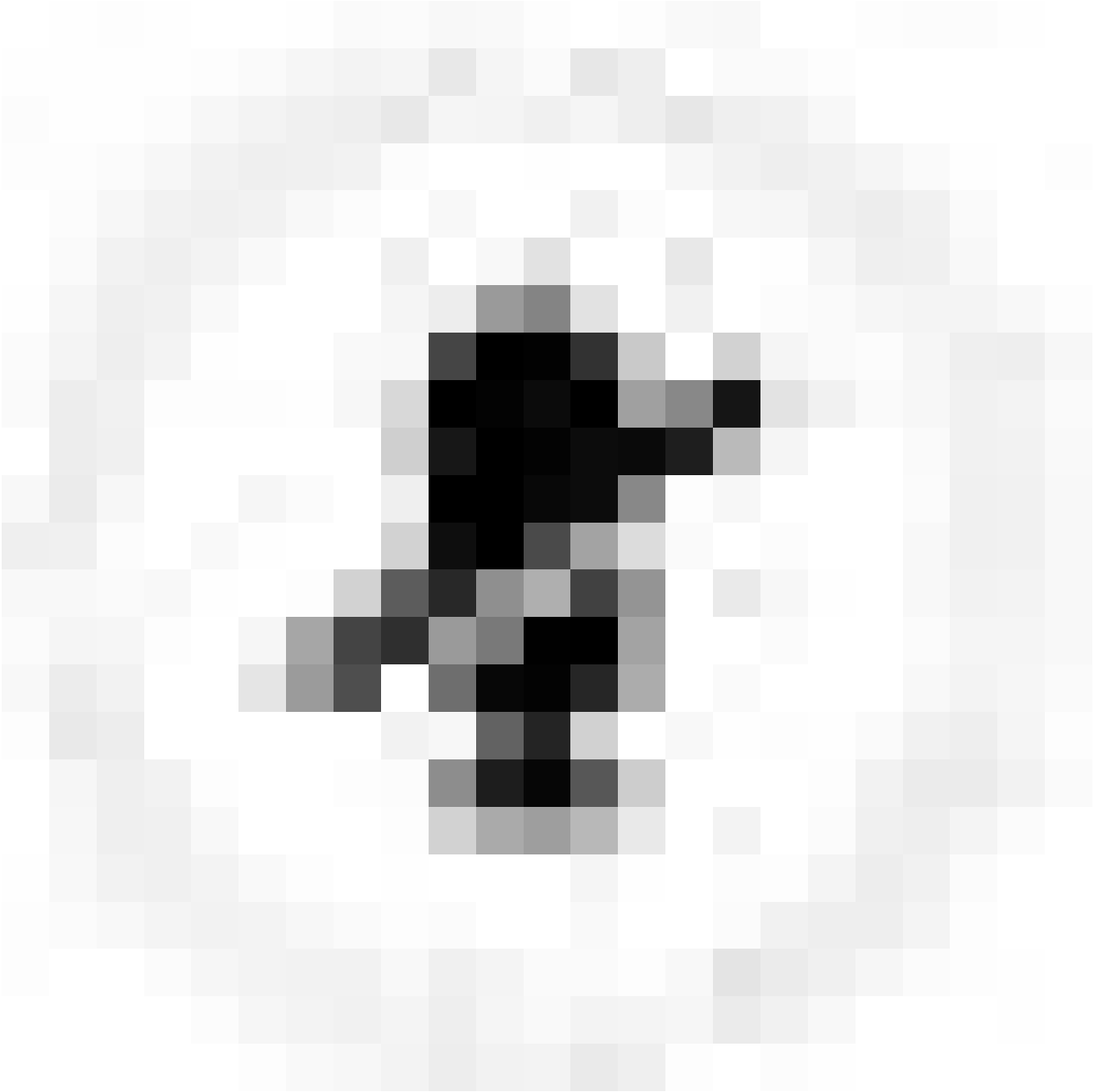
to mute the call.

2. *The mute LED indicator glows red. And the icon*



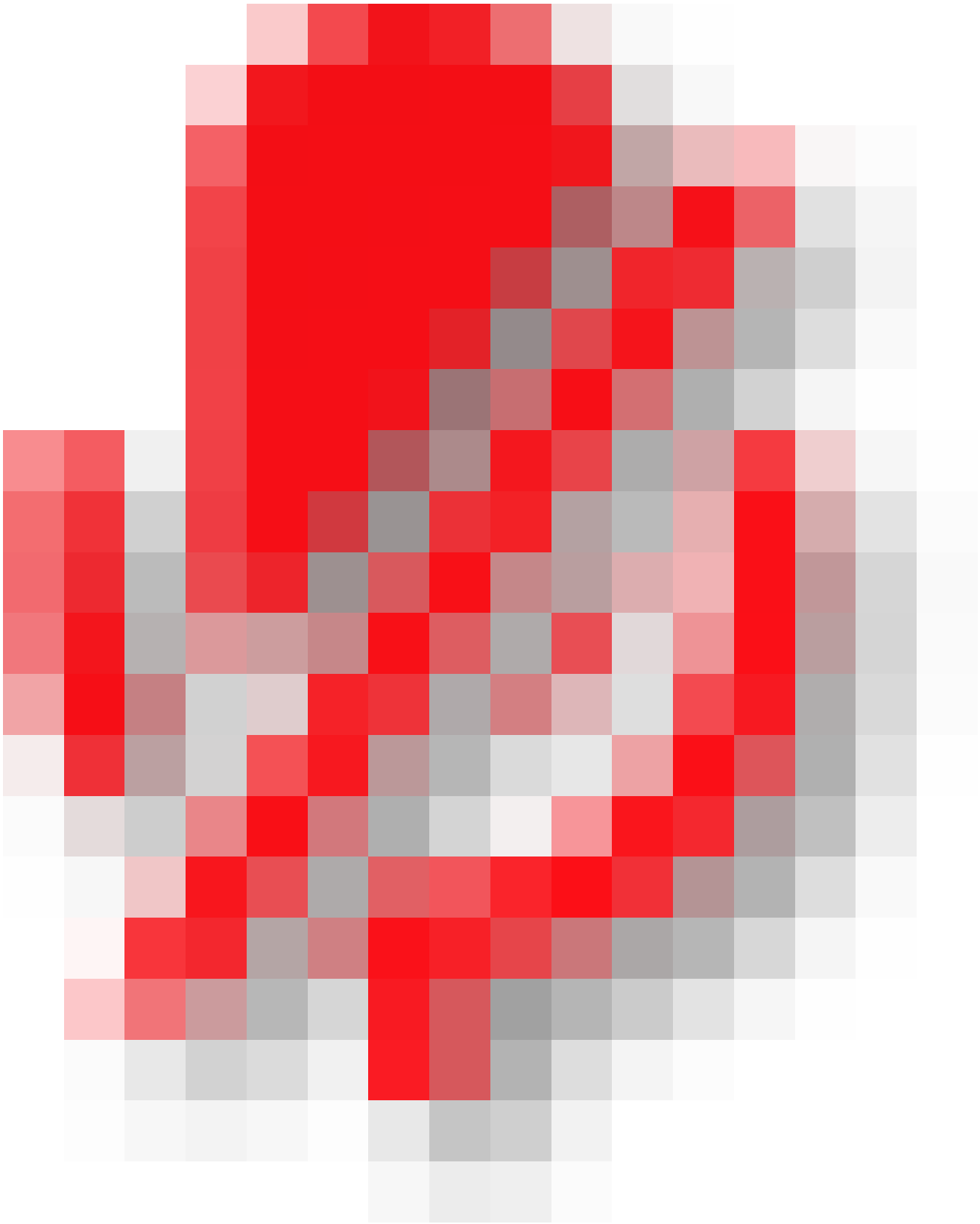
appears in the status bar of the phone.

2. Tap



again to unmute the call.

3. *The mute LED indicator glows green. And the icon*



disappears from the status bar of the phone.

View CPW65 Information

When the CPW65 is registered with the phones, you can view CPW65 status on the phone.

Available information of CPW65 includes:

- Register status
- MIC Model
- MICPOD MAC
- Battery
- Standby Time
- Work Time

Procedure

1. Go to **More** > **MIC**.
2. Select **Detail** from the desired microphone block. microphone block.

Find CPW65

You can find the CPW65 which has registered with the phone.

Procedure

1. Go to **More** > **MIC**.
2. Select **Find** from the desired microphone block.
3. *The mute key LED indicator on the registered CPW65 flashes red and green alternately.*

State Indicator of Star Connection

The state indicator indicates the current status of the CP965 star connection.

Icons	Description
	The subsidiary phone is disconnected from the primary phone.
	The star connection group is set up, but there are no subsidiary phones in the star connection group.
n	The number of the subsidiary phones connected successfully is less than the maximum number of subsidiary phones in a star connection group. "n" indicates the number of connected subsidiary phones.
n	All the subsidiary phones in the star connection group are connected successfully. "n" indicates the number of connected subsidiary phones.

Configure Primary Phone

You can set up a star connection group, remove any subsidiary phone, and dissolve a star connection group. You can also quickly find a subsidiary phone.

Set Up Star Connection Group

If your system administrator has not specified your phone as a primary phone, you need to create a star connection group on your phone manually.

Procedure

Go to **More** > **Settings** > **Advanced** (default password: admin) > **CP Star Connection** > **Create Group**.

The phone automatically generates a four-digit PIN number and sends the broadcast.

A star connection icon appears in the status bar after the subsidiary phones join the star connection group.

Send Broadcast from Primary Phone

You can send the primary phone a broadcast to wait for other subsidiary phones to join the star connection group.

Procedure

Go to **More**>**Settings** > **Advanced** (default password: admin) > **CP Star Connection** > **Start Broadcast**.

The phone automatically generates a four-digit PIN number and sends the broadcast.

Remove Subsidiary Phone

You can remove a subsidiary phone from the star connection group.

Procedure

1. Go to **More** > **Settings** > **Advanced** (default password: admin) > **CP Star Connection**.
2. Select the desired subsidiary phone.
3. Select **Remove**.
4. *The phone prompts you to remove the subsidiary phone or not.*
4. Select **OK**.

5. *The subsidiary phone is removed from the star connection group successfully.*

Dissolve Star Connection Group

You can dissolve a star connection group when the phone no longer needs the connection.

Procedure

1. Go to **More** > **Settings** > **Advanced** (default password: admin) > **CP Star Connection**.
2. Tap the primary phone icon.
3. Select **Dissolve Group**.
4. *The phone prompts you to dissolve the star connection group or not.*
4. Select **OK**.
5. *The phone dissolves the star connection group successfully.*

Find Subsidiary Phone

You can find which subsidiary phones join the star connection group on the primary phone.

Procedure

1. Go to **More** > **Settings** > **Advanced** (default password: admin) > **CP Star Connection**.
2. Tap the desired subsidiary phone.
3. Select **Find**.

The primary phone will automatically find the subsidiary phone in your area. The subsidiary phone will play the ring tone, and the mute key LED indicators will flash green and red alternately.

Stop finding a Subsidiary Phone

If you find your subsidiary phone, you can manually stop finding the subsidiary phone on the primary phone.

Procedure

Select **Exit** on the primary phone.

The subsidiary phone will stop ringing.

> You can also stop finding a subsidiary phone by tapping any touch key on the subsidiary phone.

Configure Subsidiary Phone

You can join a star connection group and quit the star connection group on the subsidiary phone. You can also quickly find a primary phone.

Join Star Connection Group

You can join your phone to a star connection group as a subsidiary phone.

Before You Begin

The primary phone has set up a star connection group and is in broadcast status.

Procedure

1. Go to **More** > **Settings** > **Advanced** (default password: admin) > **CP Star Connection** > **Search Group**.
2. *The phone will automatically search for broadcasts sent by the primary phone in your area.*
2. Select **Join**.
3. Enter the PIN number displayed on the primary phone.
4. *After reboot, the phone joins the star connection group successfully.*
5. *The star connection name (for example, CP965-S1) is displayed on the idle screen, and a star connection icon appears in the status bar.*

> One CP965 phone can only join one star connection group.

Quit Star Connection Group

You can quit a star connection group when you need to use your phone as a normal conference phone.

Procedure

1. Go to **More** > **Settings** > **Advanced** (default password: admin) > **CP Star Connection**.
2. Tap the desired subsidiary phone.
3. Select **Quite Group**.
4. *The phone prompts you to quit the star connection group or not.*
4. Select **OK**.
5. *After reboot, the phone quits the star connection group successfully.*

Find Primary Phone

You can confirm the actual location of the primary phone on any subsidiary phone.

Procedure

Select **Find Primary**.

The subsidiary phone will automatically find the primary phone in your area. The primary phone will play the ring tone, and the mute key LED indicators flash green and red alternately.

Stop finding the Primary Phone

If you find your primary phone, you can manually stop finding it anytime.

Procedure

Select **Exit** on the subsidiary phone.

The primary phone will stop ringing.

> You can also stop finding a primary phone by tapping any touch key on the primary phone.

Use CP960 & CP965 with PC

When connected to the PC, the phone acts as a speaker and microphone during calls. From your phone, you can do the following:

- Manage the audio from calls or media played on your PC.
- Merge phone calls, the PC, and connected mobile phone into a hybrid UC conference. For more information, refer to Creating a Hybrid UC Conference.
- Answer calls from the softphone.

Connect PC to Phone

You can connect the PC to the phone to play the PC audio.

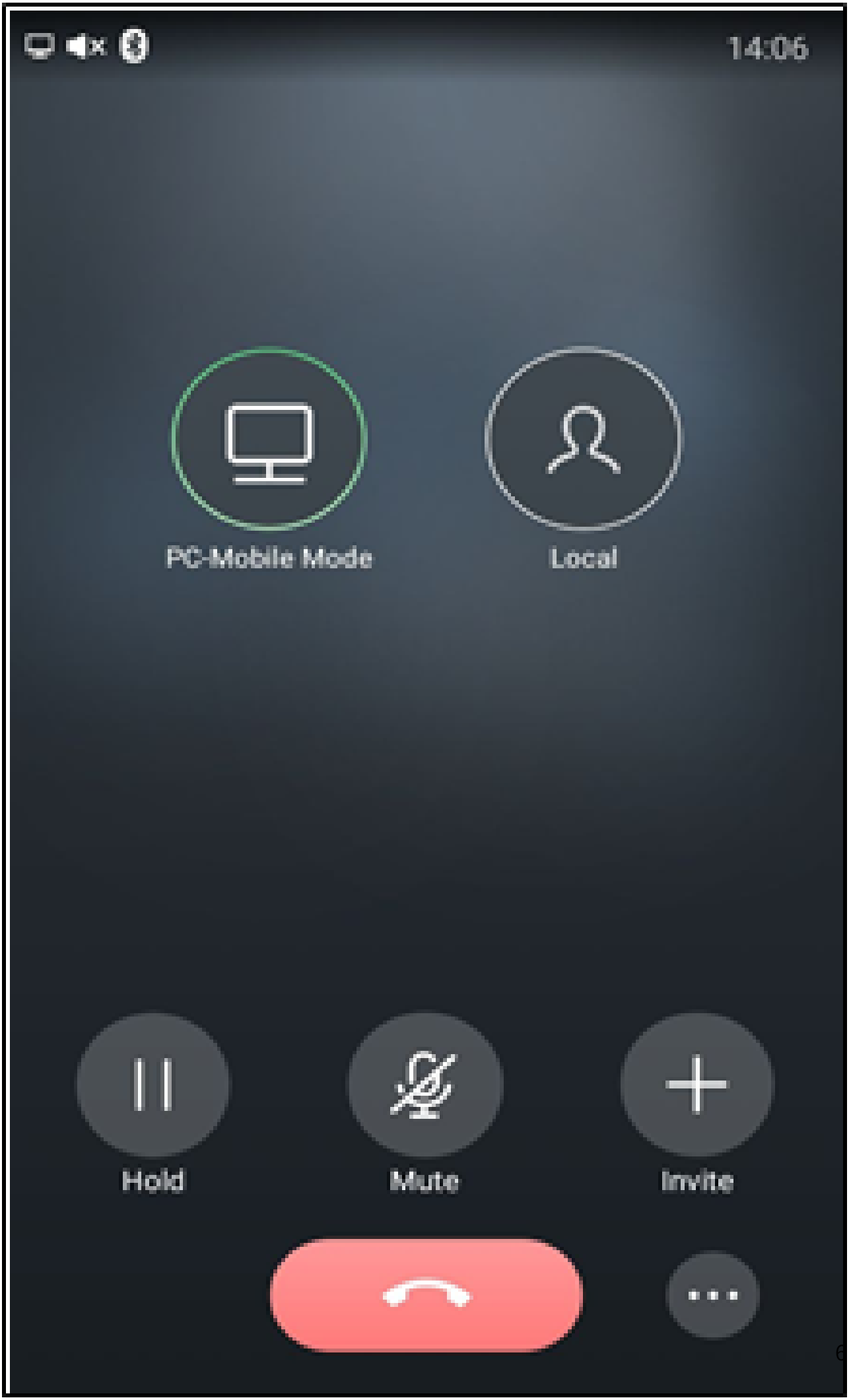
Procedure

Connect the phone to a PC using a Type C USB cable.

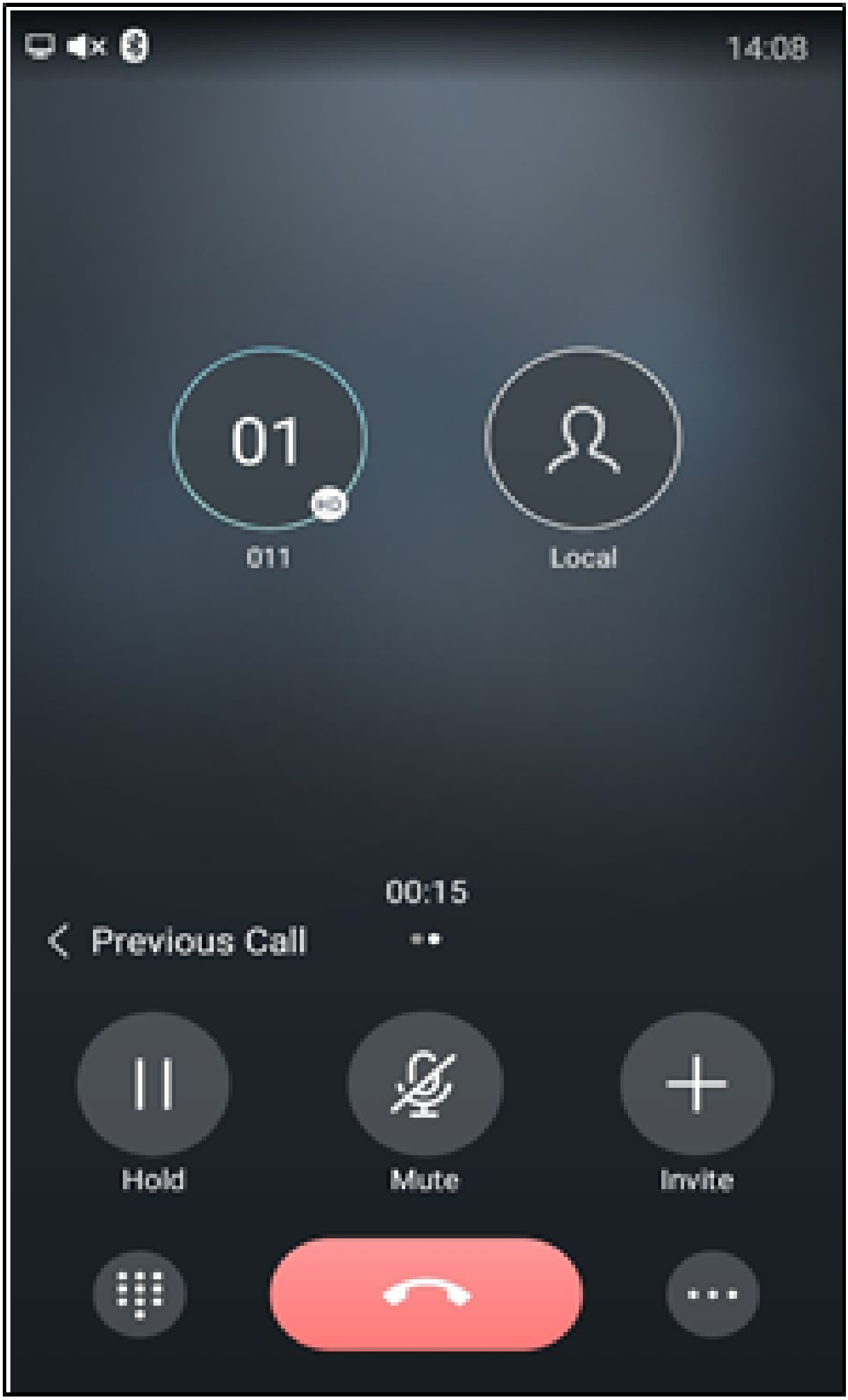
- When your phone is idle, the phone screen is shown below:

54657
PC mode enabled. Enter mixed-conference m...
14:04
Wed Jul 07
Dial
Bluetooth
History
Directory
Dsskey
More

- You can select **Enter mixed-conference mode** to enter the hydride mode, as shown below:


14:06
PC-Mobile Mode
Local
Hold
Mute
Invite

- When there is a call or conference call on your phone, the original call or conference call is placed on hold.


14:08
01
011
Local
00:15
Previous Call
Hold
Mute
Invite

Set Phone as PC Audio Device

The PC automatically selects the connected phone as the audio device by default. If not, you may have to set the phone as a PC audio device via softphone or PC.

Set Phone as PC Audio Device via Softphone

When your PC is connected to the phone, you can set the phone as the PC audio input and output device via the softphone.

Procedure

1. Select the avatar icon to enter the settings window in the window's upper-left corner.
2. Select **Device**.
3. Select your phone from the drop-down menu of **Speaker**.
4. Select your phone from the drop-down menu of **Microphone**.
5. (Optional) Select **Test** to test the microphone or the speaker.

Set Phone as PC Audio Device via PC

When your PC is connected to the phone, you can set the phone as the PC ‘s default audio device via PC.

Procedure

1. Click **Start** > **Control Panel** > **Sound**.
2. Click **Echo Cancelling Speakerphone** and click **Set as Default Device**.
3. Click **Microphone** and click **Set as Default Device**.
4. Click **OK**.

Hold/Resume PC Audio

When you place the PC audio on hold, you cannot hear any audio on your phone.

Procedure

1. Select **Hold**.
2. Select **Resume** to resume the PC audio.

Mute/Unmute Microphone

When you mute the microphone during a call, the other party cannot hear you, but you can hear other parties.

Procedure

1. Select **Mute** or tap the Mute touch key.
2. *The mute touch key LED indicators glow red. The phone screen indicates that the audio is muted.*
2. Select **Mute** or tap the Mute touch key again to unmute the microphone.