OpenScape Voice User guide for CP700 phone

Transfer

- You are on a call
- Choose *Consult* from the on screen menu by pressing OK
- Dial another number and either
    - Wait for answer announce then hang up
    - If the call is not wanted choose *Drop and return*
    - Or Hangup to transfer

Transfer – Blind

- You are on a call
- Choose *Transfer* from the on screen menu and press OK
- Dial another number and press OK
- The call is transferred immediately

Call Pickup

- Another phone in you group is ringing
- The screen will prompt for a call pick up, Press OK

Call Park

- You are on a call
- Choose *Consult* from the on screen menu by pressing OK
- Dial *56 and listen to the announcement (or ** in some cases)
- *Note the park location*
- Hangup to complete the park process
- Your call is now parked

Park Retrieve

- Your phone is free
- Dial #56 (or *# in some cases) and dial the park location then *#*
- Your call is now retrieved

The following feature need to be pre-programed.

Broadcast

- *87 + X where X = paging zone

1-way intercom

- *80 + XX where XX=destination shortcut

2-way intercom

- *88 + XX where XX=destination shortcut

This is a very basic guide. There are many additional functions,
Please enquire for more info: service@olcs.com.au or 02 9496-4000

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Voicemail Phone Mode

- The message key will light if you have voicemail
- Press the message key
- First time users will be prompted to set a PIN, name and greeting
  Please note your name is not your greeting!
- You may be prompted for a PIN (optional)
- Follow the instruction given to play/delete messages

Voicemail Web-UC Mode

- The message key will light if you have voicemail
- Press the message key
- You can play your greeting
- Your name and Greeting are set via the web service

Key Programming (UC Mode)

- Hold the key down for 5 seconds
- Choose OK to program
- Change Unallocated to the feature you require (usually Selected Dialling)
- Select a conversation (These would be previously setup in the web service)

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