

### 3-party conference

1. Once in line with 1st caller, press Conf soft key, 1st caller is put on hold.
2. Then call the 2nd number.
3. After, 2nd call is established, press Conf soft key to set up the conference.

### Call transfer

#### Attended transfer:

1. Press XFER soft key during the active conversation, the call is put on hold.
2. Dial the second telephone number.
3. When the call is answered, then press XFER soft key to complete the operation.



#### Blind transfer:

1. Press XFER soft key during the active conversation, the call will be on hold.
2. Then enter the 2nd telephone number and press XFER soft key.




### Call forward

1. Press Menu > 2 Features > 1 Call Forward.
2. Select the line, the type of forward, enter the destination number and status and Save.

### Call Mute

1. Press  to Mute the microphone during the call.
2. Press  again to un-mute the conversation.

### Call list

1. Press History soft key or Menu > 6 Call Logs > 1 Local Call Logs
2. Scroll through the list using for Prev. or Next soft or , .
3. To dial an entry, press Dial soft key or pickup handset or press , or step on the foot switch.

### Phonebook

#### Access phonebook:

1. Press Dir soft key.
2. Select Contacts.
3. To dial an entry, press Dial soft key or press , or step on the foot switch.

#### Add new entry:

1. Press Dir soft key > 1 Contacts > Press Add.
2. Enter name and number and press Save soft key.

### Redial

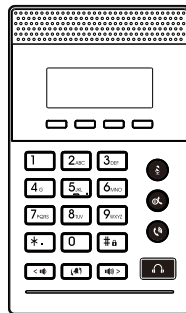
1. Press Redial soft key, select the desired call and press Dial soft key or press , or step on the foot switch.

### Do not disturb

1. Press DND soft key, or Menu > 2 Features > 5 DND.
2. Select the Mode and Type, and press Save soft key.

### Voice mail

1. To access your voice mailbox, press or Menu > 4 Applications > 3 Voice Message, number of messages will be indicated if provided by your server or pbx.
2. Select the line and press Dial to call.



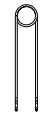
# E02 / E02C

## Quick Installation Guide

## Packaging list



Device



Headset bracket



Ethernet Cord



Stand



Quick Installation



Power Adapter (E02 is Optional)

## Screen icon



In headset mode



Mute activated



Ringer off



Call is on hold



Auto-answering activated



Internet is disconnected



Keypad locked



New VM Messages



Call Forward activated



Missed call(s)



Do not disturb activated



Received call



Dialed call

## Keys features



Soft keys



In idle mode: ringer off  
In communication mode: mute/un-mute a call



Hold key, Hold/Resume the call



Auto answer key, Enabled/disable auto answer



Headset key, Activate/deactivate Headset



In idle mode or during ringing: increase or decrease ringer volume  
In communication: increase or decrease earpiece, headset or hands-free volume  
In the menu interface: Left and right navigation keys



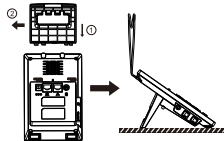
In idle mode: Switch the ringing and the call volume status  
In the menu interface: Down navigation key



Long press to lock keypad.  
Enter PIN to unlock keypad (default 123)

## Installation the device

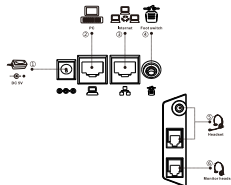
### Bracket installation



### Connecting to the Device

Please connect power adapter, network, PC, headset, and foot switch to the corresponding ports as described in below picture.

- ① Power port: connect the power adapter.
- ② PC port: the network port connect to the computer.
- ③ Network port: connecting local area network or internet.
- ④ Foot switch port: connecting foot switch.
- ⑤ Headset port: connect headset.
- ⑥ Monitor port: connection monitoring headset (no microphone)



## Configuration

### Configuration via Phone

1. Press Menu > 3 Setting > 2 Advanced Settings (Default password 123)
2. Select Network: To configure the Network Settings (DHCP/Static/PPPoE)
3. Select Accounts: To configure enable the account, fill the SIP server address, port, user name, password etc.

### Configuration via Web

1. Get the IP address from the phone: Press Menu > 1 Status > 2 IP.
2. Login: Input the IP address in the web browser. The PC and phone should be in the same IP address segment (The default username and password are both 'admin').
3. Configure: Select network/Account etc, and fill the relevant content.

### Language setting

1. Press Menu key > 3 Settings > 1 Basic Settings > 7 Language.
2. Select the desired language and press Save soft key.

### Making a call

1. **Pre-dialing:** enter the phone number and press **[OK]**.
2. **Direct dialing:** press **[OK]**, and enter the phone number.
3. **Headset:** enter phone number and press **[A]** or vice versa.

### Accepting a call

1. **With a headset:** press **[A]** or step on the foot switch.

### Putting a call on hold

1. Press **[Hold]** key or Hold soft key, caller is put on hold.
  2. To retrieve the call press **[Resume]** key or Resume soft key.
- Note:** with more than one active call, select desired call with the **[A]** key and use the corresponding soft key to hold or resume.