

Accessing the Options Main Menus

1. To access the Options application, press the **Options** button () to the right of and below the softkeys. *The first of three Options Main screens displays.*
2. Use the standard paging indicators to move between the two Options Main screens.

The three options categories displayed on the first Options Main screen are as follows:

- o **Application Options:** provides access to allow you to set the Redial option, set the Phone screen display upon answering or calling options, set the display of Call Timers, set the rate at which messages display across the top of the screen, and set Visual Alerting (flashing message light on incoming calls).
- o **View IP Settings:** provides access to the View Status Main screen #1, from which you may view IP Address information/status, quality of service (audio and signaling) status, and interfaces status, and the View Status Main screen #2, from which you may view miscellaneous phone/status data. These options are mainly used by administrators and will not be discussed in this guide.
- o **Network Audio Quality:** provides access to the Audio Status screen #1, on which you can troubleshoot received coding, packet loss and packetization delay, and the Audio Status screen #2, on which you can troubleshoot network delay and audio quality. Note that this option displays only when you are on a call. These options are mainly used by administrators and will not be discussed in this guide.

The three options categories displayed on the second Options Main screen are:

- o **Contrast Control:** provides access to the Contrast Option screen, on which you adjust the telephone's display area contrast.
- o **Feature Button Labeling:** allows you to customize a label on a Feature Button, if desired.
- o **Log off:** allows you to log the phone off for privacy and security purposes. This feature should be disabled on your telephone.

The three options on the third Options Main screen are:

- o **Backup/Restore:** provides access to the Backup/Restore Main screen, from which you can set automatic backups of speed dial, options and feature button label data, restore the previous backup file, set up and verify the status of your File Transfer Protocol (FTP). These options are mainly used by administrators and will not be discussed in this guide.
- o **Select display language:** lets you change the display from the current language to any of seven alternate languages.

- o **PC Ethernet Interface:** allows you to specify communications settings between your phone and PC (if attached). These options are mainly used by administrators and will not be discussed in this guide.
3. To select an option, press the Line/Feature button on either side of the desired option. The respective Options screen displays.
 4. To change the current setting, press the corresponding Line/Feature button. *The option setting "toggles" to and displays the next choice.*
 5. To exit the Options application, press any of the softkeys labeled for other applications (**SpDial**, **Log**, and **Web**). To return to the Phone application, press the **Phone/Exit** () button.

Application Options

Application options let you change call-related default options. You select this option from the Options Main screen, accessed by pressing the phone's Options button. Two Application Options screens are available. The first screen provides the functionality to change call-related settings. The second screen allows you to set visual alerting. Move between the two Application Options screens using the standard paging indicators. To change or set any Application screen option press the Line/Feature button on either side of that option. For example, if an option is set to "No" pressing the corresponding Line/Feature button changes the setting to "Yes."

Setting the Redial Option

The Redial option provides one of two redial choices:

Automatically redial the last number called when the Redial button is pressed,
or

Display a list of the last 3 numbers called when the Redial button is pressed, allowing you to choose the number you want redialed. This is the default setting.

1. To change this option, press the corresponding Line/Feature button.
2. Press the Line/Feature button for the next setting you want to change or save this setting by pressing the **Save** softkey (To restore the previous setting without changing it, press the **Cancel** softkey.) *After saving or canceling, the first Options Main screen displays.*

Setting the Phone Screen on Answer? Option

When the Phone Screen on Answer? option is set to Yes, the Phone screen appears in the display area when you answer a call, regardless of the screen you were working with at that time. You lose any unsaved work in progress (for example, labeling a Speed Dial button) when the Phone screen displays. When the Phone Screen on Answer? option is set to No, answering an incoming call has no

impact on the application screen displayed. The top display line, however, provides an appropriate message. This is the default setting.

1. To change this option, press the corresponding Line/Feature button.
2. Press the Line/Feature button for the next setting you want to change or save this setting by pressing the **Save** softkey. (To restore the previous setting without changing it, press the **Cancel** softkey.) *After saving or canceling, the first Options Main screen displays.*

Setting the Phone Screen on Calling? Option

When the Phone Screen on Calling? option is set to Yes, the Phone screen appears in the display area when you make a call, regardless of the screen you were working with at that time. You lose any unsaved work in progress (for example, labeling a Speed Dial button) when the Phone screen displays. When the Phone Screen on Calling? option is set to No, making a call has no impact on the application screen displayed. The top display line, however, provides an appropriate message. This is the default setting.

1. To change this option, press the corresponding Line/Feature button.
2. Press the Line/Feature button for the next setting you want to change or save this setting by pressing the **Save** softkey. (To restore the previous setting without changing it, press the **Cancel** softkey.) *After saving or canceling, the first Options Main screen displays.*

Setting the Call Timers Display

Your telephone is capable of displaying two types of call timers. The **Call Timer** displays in the top display area showing the elapsed time you are connected on a call in h:mm:ss (hours:minutes:seconds) format. The **Hold Timer** displays in the applicable call appearance area showing the elapsed time a call has been on hold. When the Display Call Timers? option is set to Yes, the **Call Timer** displays on either the active call appearance line (if the Phone screen is displayed) or the top display line (if a screen other than the Phone screen is displayed). Likewise, when a call is on hold, the **Hold Timer** displays in the corresponding call appearance area or the top display line, depending on whether the Phone screen is or is not displayed. This is the default setting. When the Display Call Timers? option is set to No, neither the Call Timer nor the Hold Timer displays. Call time data is still maintained by the phone for Call Log purposes.

1. To change this option, press the corresponding Line/Feature button.
2. Press the Line/Feature button for the next setting you want to change or save this setting by pressing the **Save** softkey. (To restore the previous setting without changing it, press the **Cancel** softkey.) *After saving or canceling, the first Options Main screen displays.*

Setting the Message Display Rate

Although rare, the call server can send messages to your phone that are longer than the display area. If this occurs, the first, and then the second part of the

message display for a specific time interval. The Message Display Rate can be either Fast (display interval is 2 seconds) or Slow (display interval is 3 seconds). The default rate is Slow.

1. To change this option, press the corresponding Line/Feature button.
2. Press the Line/Feature button for the next setting you want to change or save this setting by pressing the **Save** softkey. (To restore the previous setting without changing it, press the **Cancel** softkey.) *Upon saving, the first Options Main screen displays.*

Setting Visual Alerting

When this option is set to No (the default), ringing is the only notification of an incoming call. When set to Yes, your phone rings and your voice message indicator light flashes to alert you to an incoming call.

1. To change this option, press the corresponding Line/Feature button.
2. Press the Line/Feature button for the next setting you want to change or save this setting by pressing the **Save** softkey. (To restore the previous setting without changing it, press the **Cancel** softkey.) *Upon saving or canceling, the first Options Main screen displays.*

Enabling/Disabling the Call Log

Your Call Log is a standard application that saves incoming and outgoing calls in one of three logs: Incoming Answered calls, Incoming Unanswered calls, and Outgoing calls. Call Log Enabled (active) is the default. For privacy purposes, you can change the status to Disabled, to stop call logging and delete any calls currently logged.

1. To change this option, press the corresponding Line/Feature button.
2. Press the Line/Feature button for the next setting you want to change or save this setting by pressing the **Save** softkey. (To restore the previous setting without making a change, press the **Cancel** softkey.)

Upon saving or canceling, the first Options Main screen displays. If you changed the status from "Disabled" to "Enabled" all incoming and outgoing calls will now be logged. If you changed the status from Enabled to Disabled, all calls from each Call Log are deleted and future incoming/outgoing calls are not logged.

Personal Ringing Options

Your Telephone has eight ringing pattern options. You can hear the patterns and select the one you prefer using the Personal Ringing option. You select this option from the Options Main screen, accessed by pressing the phone's Option button.

1. To hear a ring pattern, press the Line/Feature button to the left or right of any numbered pattern. *The Current Pattern number changes to the selected pattern, which rings once.*
2. Repeat Step 1 until your preferred pattern appears as the Current Pattern.

3. Save the setting by pressing the **Save** softkey or to restore the previous setting without making a change, press the **Cancel** softkey. *The first Options Main screen displays.*

Note: Going off-hook, receiving a call, or losing power during ring pattern selection interrupts the process, and you must start over from Step 1. Adjust the ringer volume using the Volume Control buttons.

Changing the Display Contrast

On first-time startup, your telephone's display area contrast is set to a mid-level. To adjust it to better suit your work environment and lighting, 15 contrast levels are available.

1. Select the **Contrast Control** option from the Options Main screen (accessed by pressing the phone's Option button).
2. To brighten the contrast, press the **Right Arrow** softkey until you reach the desired contrast level. To dim the contrast, press the **Left Arrow** softkey until you reach the desired contrast level. Each softkey press results in the level being increased or decreased, depending on which arrow softkey you press. Chevron symbols provide visual confirmation of the current level.
3. Save the contrast level you set by pressing the **Save** softkey, or, to restore the previous setting without changing the contrast, press the **Cancel** softkey. *The first Options Main screen displays.*

Note: You might not be able to distinguish between all 15 contrast level settings. Some of the upper and/or some of the lower contrast level settings might appear identical to adjacent settings. This is normal.