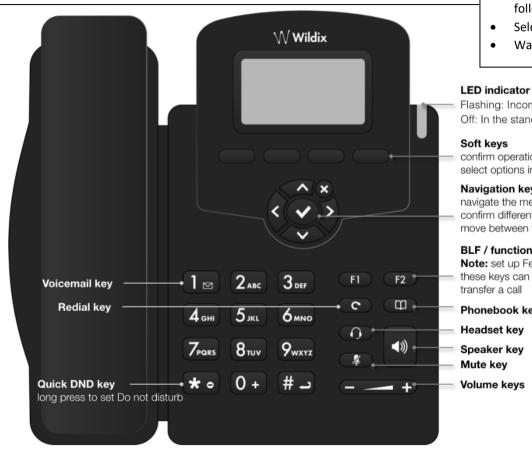
Wildix START Quick Reference Guide



To log in or out

- Press the F1 kev
- Type in the extension number then # •
- Type in the password this will be 0 • followed by the four-digit branch number
- Select 1 to log in; or 0 to log out
- Wait for a few seconds for phone to refresh

Flashing: Incoming call / Missed call / New Voicemail Off: In the standby mode

confirm operations indicated on the screen select options indicated on the screen

Navigation keys

navigate the menu

confirm different options by pressing the central Key move between the pages of BLF keys

BLF / function keys

Note: set up Feature keys in Collaboration Settings; these keys can be used to place a call / pickup /

ok key	Statuses and Notification Icons	
key	Vonline	Muted microphone
key	Away	Speaker activated
	Do not disturb	Voicemail
(eys	Incoming call	Silent mode
	Call in progress	CFN:X Call forwarding activated
	VOutgoing call	Call on hold

To place a call manually

- Enter the number and press **Send** soft key **To call from history**
- Press **History** soft key and select the number using navigation keys, then press **Dial** soft key

To call from the phonebook

- Press Phonebook key
- Press Filter soft key to filter the search
- Use the Navigation keys to locate the number to call, then press Dial soft key

To place a call on hold

- Press Hold soft key during a call to put a call on hold To make a second call
- Press New soft key to make a second call
- Enter the number manually or press **Select** soft key to search for the contact in call history/in phonebooks
- To cycle between the calls, press the up and down arrow keys then press **Resume** soft key on the call to talk to that caller and put the other caller on hold.
- Press **Cancel** soft key to finish a call, then press **Resume** soft key to speak to the other caller

To pick up in incoming a call from another handset

- While the receiver is down, select *8
- Pick up the receiver to connect the call

To transfer without notifying colleague

- Press Transfer key during a call (the call is put on hold)
- Dial the desired extension
- Hang up

To transfer with notifying colleague

- Press Transfer key during a call (the call is put on hold)
- Dial the desired extension
- Notify the person of the transfer
- Hang up to transfer the call

To access personal voicemail

- Press Voicemail key
- Select the message and press Play soft key to listen to it
- press Info soft key for more information or to delete the message

Volume/Speaker controls

- Press Mute key to mute / unmute the microphone
- Press Volume Up / Down keys to adjust the volume
- To switch between speaker mode and handset mode during a call press **Speaker** key
- To switch between speaker mode and headset mode during a call press **Headset** key