

Wildix START Quick Reference Guide

To log in or out

- Press the **F1** key
- 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



LED indicator

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

Soft keys

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 / transfer a call

VoiceMail key

Redial key

Quick DND key

long press to set Do not disturb

Phonebook key

Headset key

Speaker key

Mute key

Volume keys

Statuses and Notification Icons

Online	Muted microphone
Away	Speaker activated
Do not disturb	Voicemail
Incoming call	Silent mode
Call in progress	CFN:X Call forwarding activated
Outgoing 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