



## **IP DECT – PROGRAMMING TIPS**

- **Call Forward All Calls** – dial tone, dial 7411, dial 0 if destination is an outside number, then the destination number. Hang up to finish. Note: Voicemail is 200

To cancel – dial tone, 7410

- **Call Forward Busy/No Answer** – dial tone, dial 7441, dial 0 if destination is an outside number, then the destination number. Hang up to finish. Note Voicemail is 200

To cancel – dial tone, 7440

- **DND** – dial tone, 7473, hang up.

To Cancel – dial tone 7470

- To **dial a system speed dial** number – dial tone, dial #2 and the speed dial code
- To **transfer a call** - recall, dial number, introduce call, hang up
- To **transfer a call to voicemail**, recall, dial extension and 8, hang up
- To **access your voicemail box** – dial tone, dial 200, follow the prompts (you can key ahead)
- **Paging** – dial tone 7030

### **Conference call** –

1. Initiate the first call
2. press the recall button
3. press #1, listen for dial tone
4. initiate the second call
5. press the recall button (when you hear dial tone you can repeat step 4 to add another party),  
or
6. press recall a second time to bring all calls together