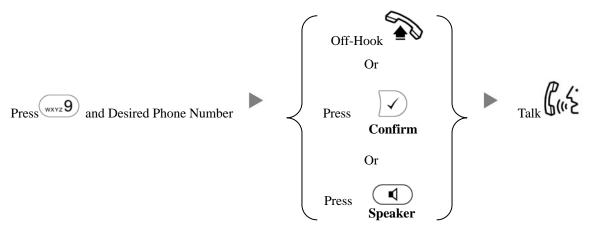




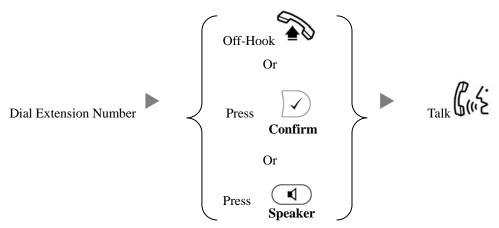
Snom 360 / 370 Instructions

1. Making Calls

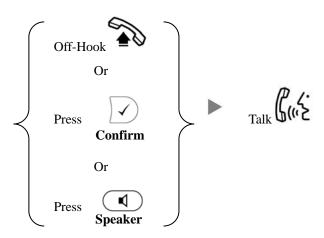
i. Outside Calls



ii. Calling Other Extension



2. Answering Calls

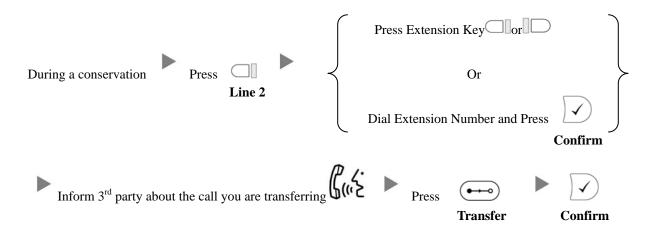


3. Transferring a Call / Call Transfer

i. <u>Blind / Unattended Transfer</u>



ii. Supervised / Attended Transfer

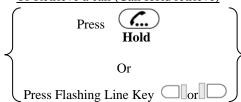


4. Holding a Call

i. <u>To Hold</u>



ii. To Retrieve a call (Call Hold retrieve)

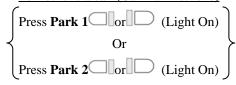


5. Holding in a System Parking Zone (Call Park)

i. <u>To Hold</u>

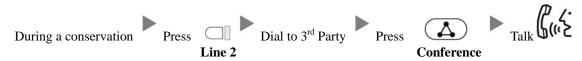


ii. <u>To Retrieve a call (Call Park retrieve)</u>

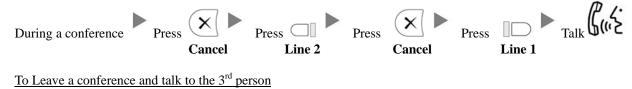


Making a conference (Conference Call) 6.

i. To Establish a Conference



ii. To Leave a conference and talk to the original person



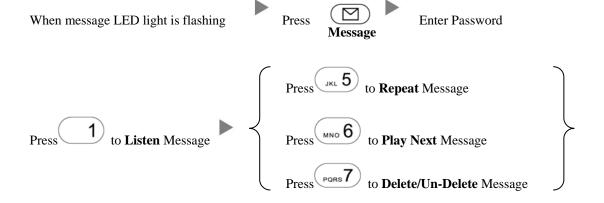
To Leave a conference and talk to the 3rd person iii.



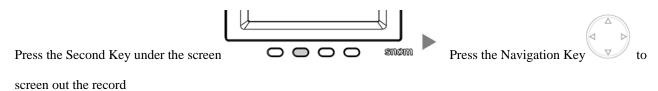
iv. To Leave a conference



Checking Voice Mail 7.



8. **Checking Call History**

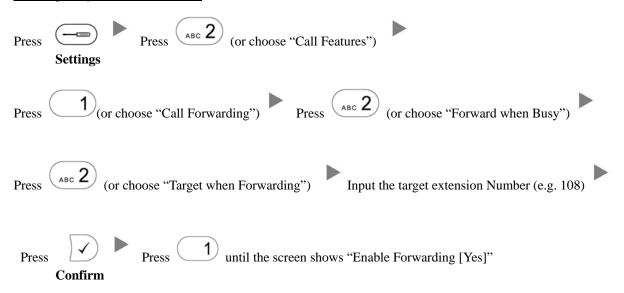


9. Forward Call

i. To set up All Call Forward Mode

Press	Press (or choose "Call Features") Settings
Press	1 (or choose "Call Forwarding") Press 1 (or choose "Forward All")
Press	(or choose "Target when Forwarding") Input the target extension Number (e.g. 108)
Press	Press 1 until the screen shows "Enable Forwarding [Yes]" Confirm

ii. To set up Busy Call Forward Mode



iii. To set up No Answer/Timeout Call Forward Mode Press (or choose "Call Features") Settings 1 (or choose "Call Forwarding") Press (or choose "Forward after Timeout") Press (or choose "Call Forwarding Time") Input the No Answer Time (e.g. 20 seconds) **Confirm** Press (or choose "Target for Forwarding") Input the target extension Number (e.g. 108) until the screen shows "Enable Forwarding [Yes]" Confirm iv. To Cancel Call Forward Press (or choose "Call Features") **Settings** (or choose "Call Forwarding") Choose the Forwarding mode to be canceled 1) until the screen shows "Enable Forwarding [No]" Address Book Press the Third Key under the screen Press

to select the Address

10.

Press the Navigation Key