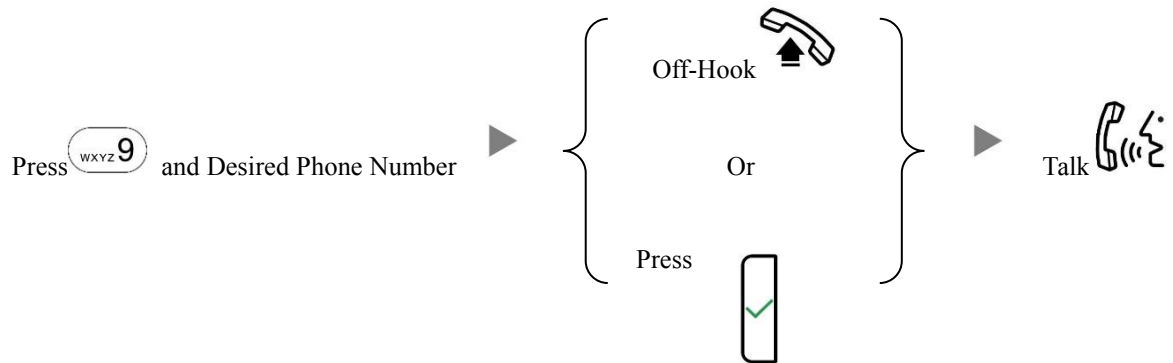
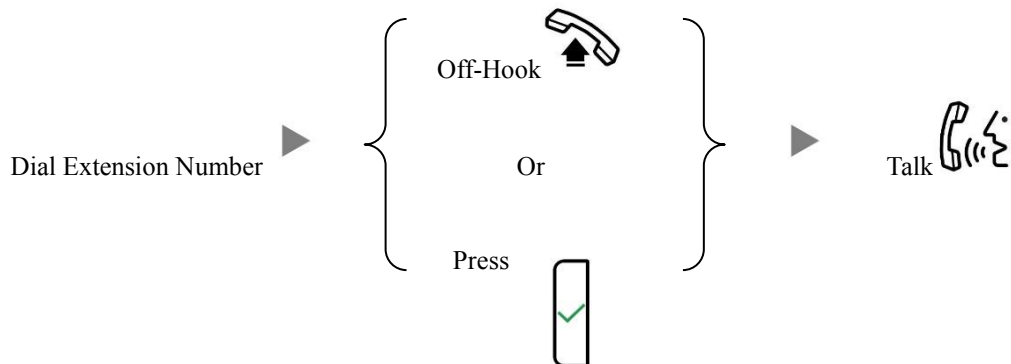


**1. Making Calls**

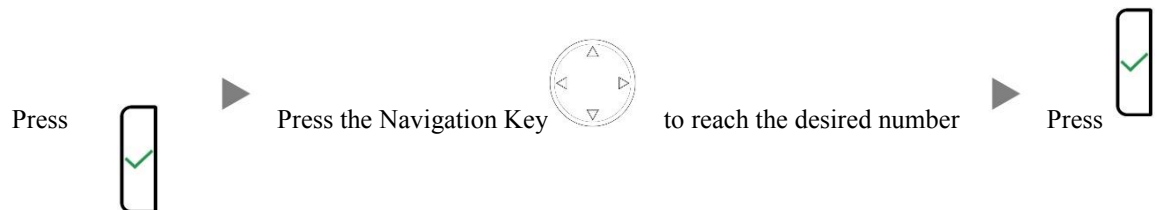
i. Outside Calls



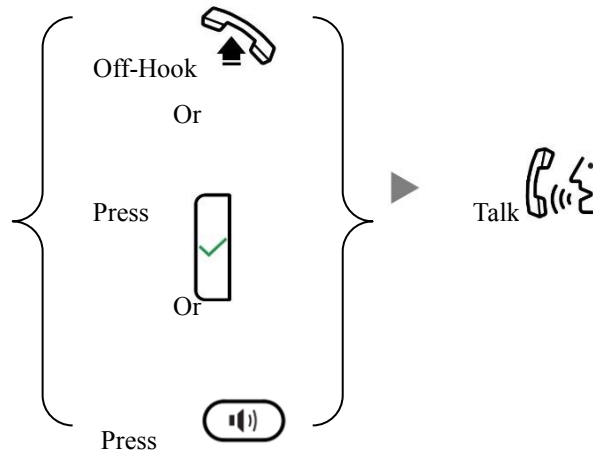
ii. Calling Other Extension



iii. Redial

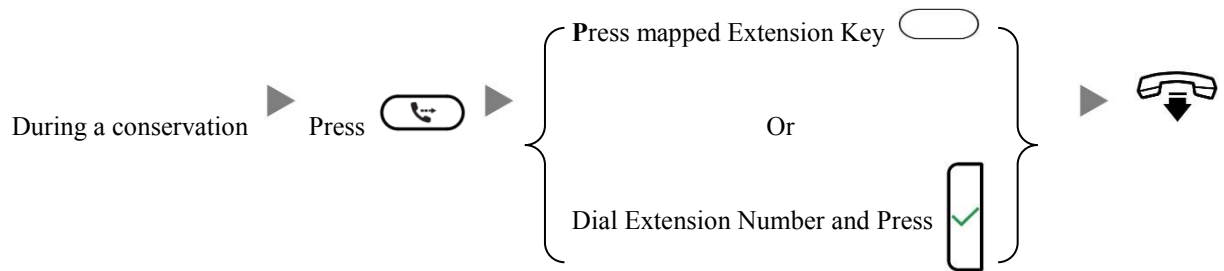


**2. Answering Calls**

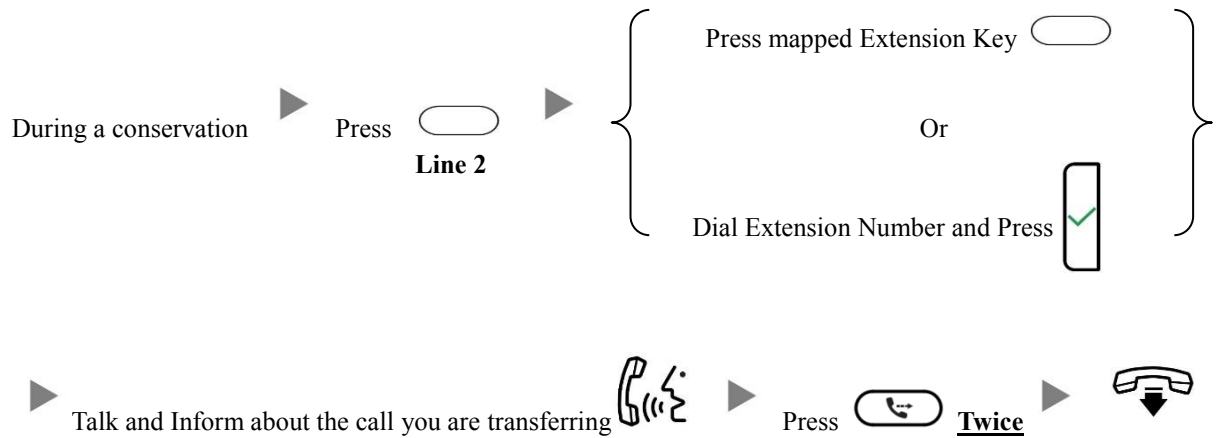


### 3. Transferring a Call / Call Transfer

#### i. Blind / Unattended Transfer



#### ii. Supervised / Attended Transfer

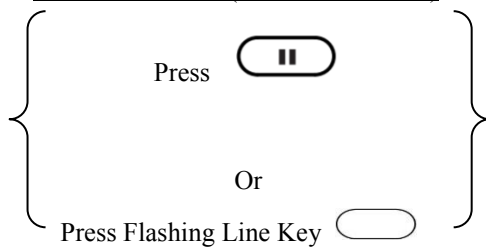


### 4. Holding a Call

#### i. To Hold

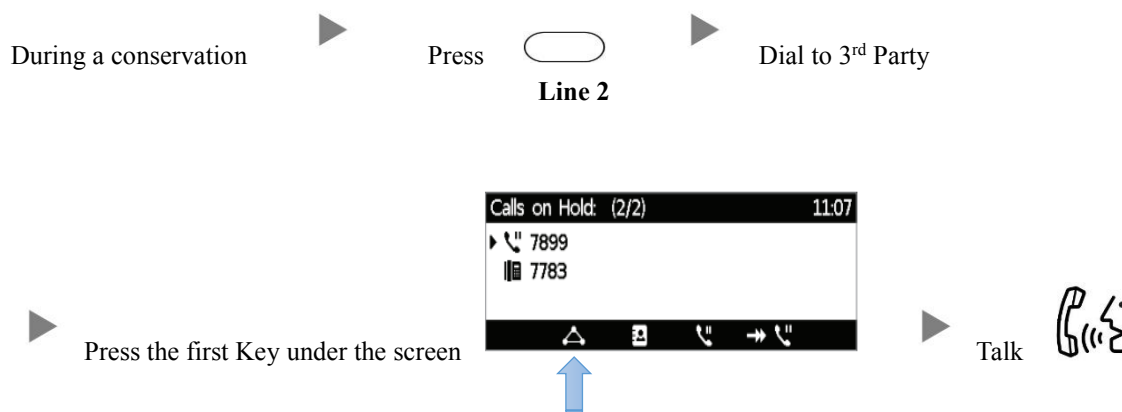


#### ii. To Retrieve a call (Call Hold retrieve)

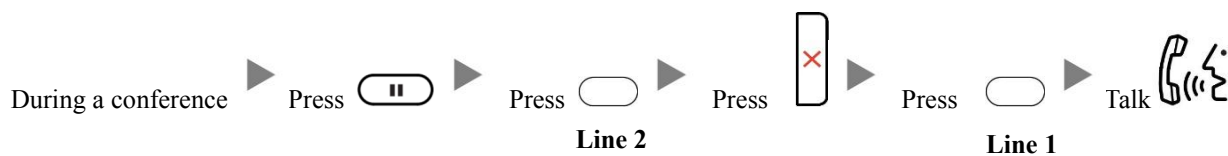


## 5. Making a conference (Conference Call)

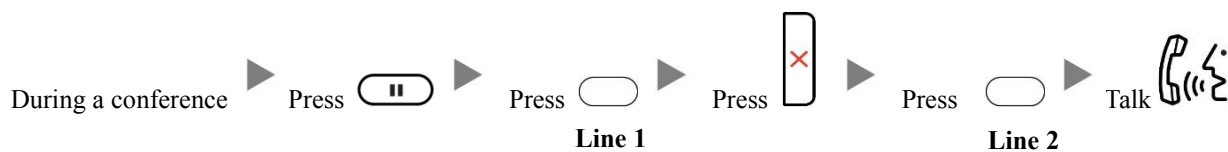
### i. To Establish a Conference



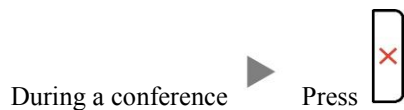
### ii. To Leave a conference and talk to the original person



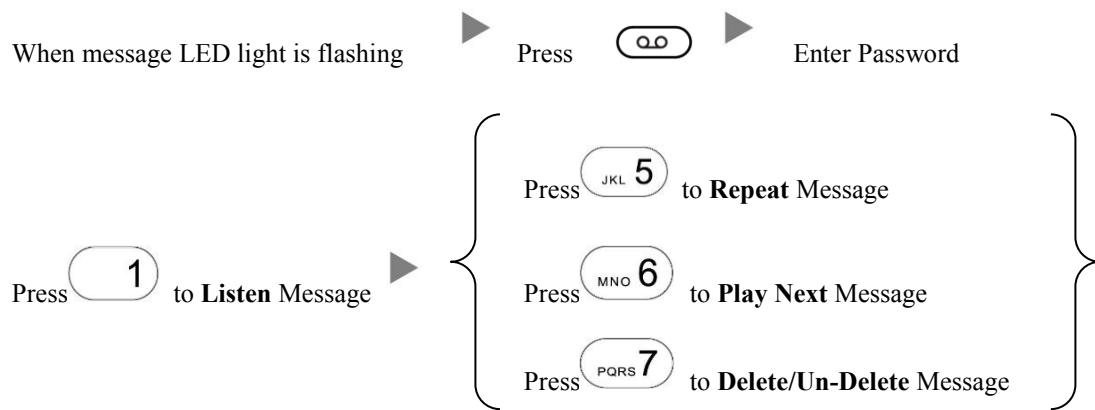
### iii. To Leave a conference and talk to the 3<sup>rd</sup> person



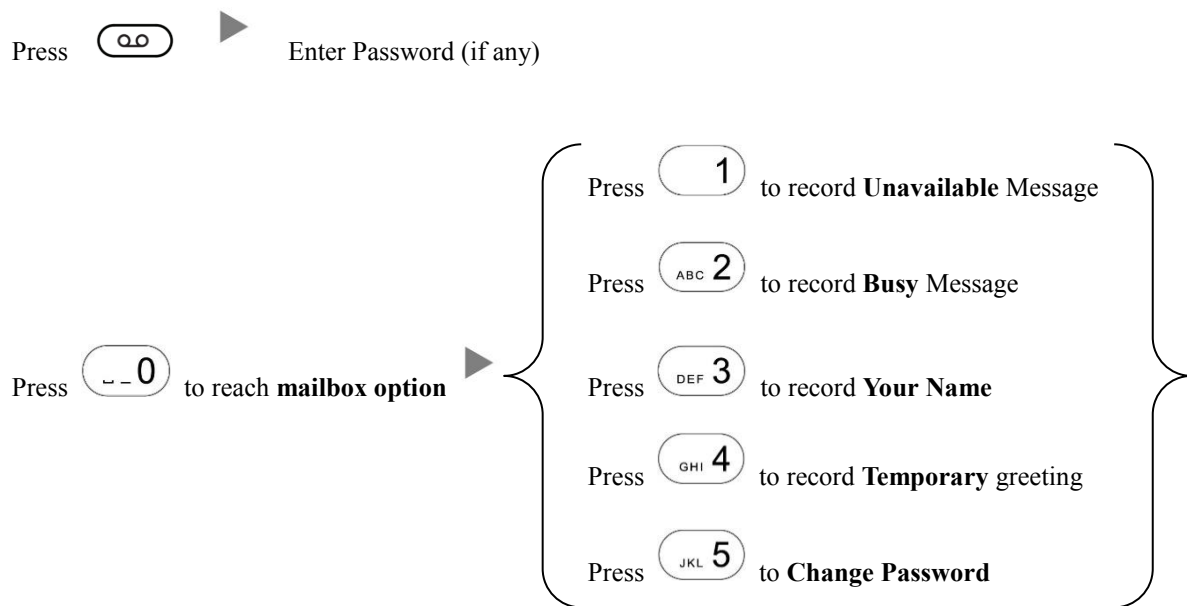
### iv. To Leave a conference



## 6. Checking Voice Mail



## 7. Voice Mail Setup

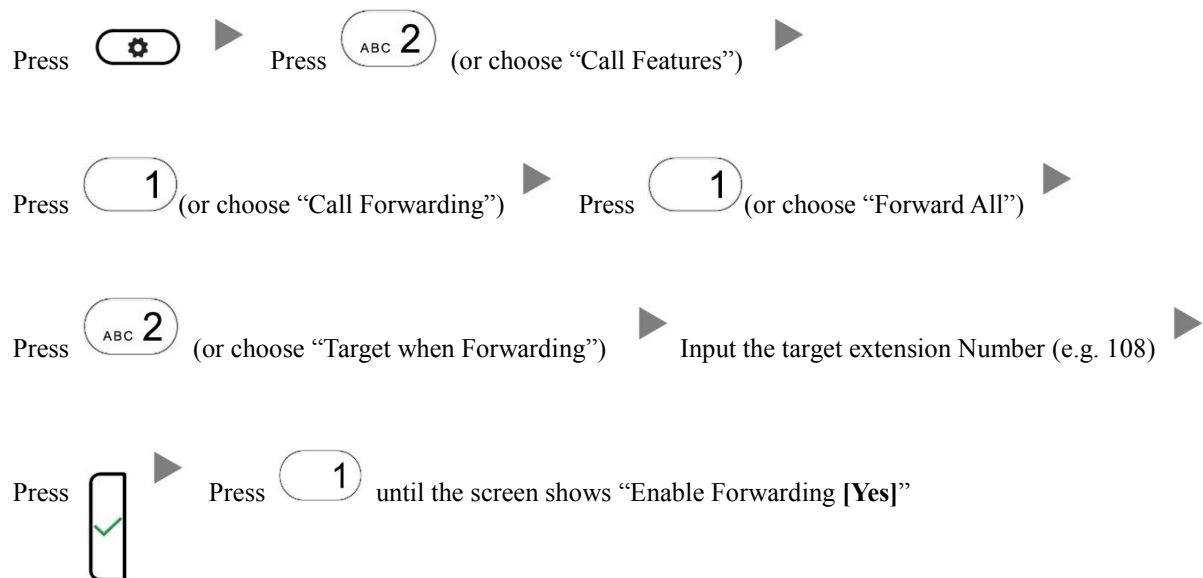


## 8. Checking Call History

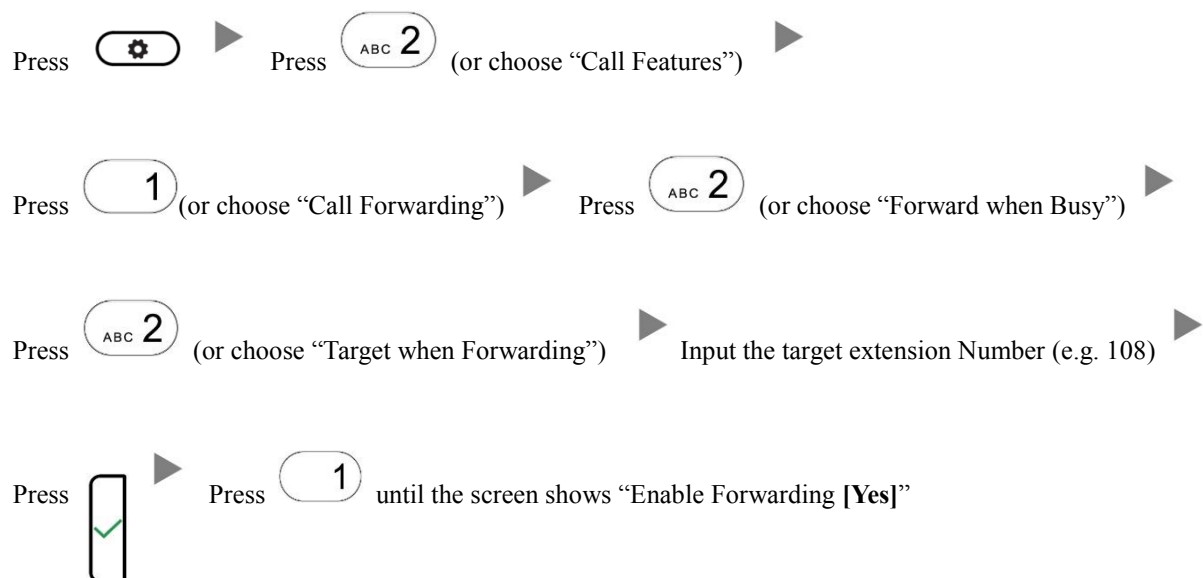


## 9. Forward Call

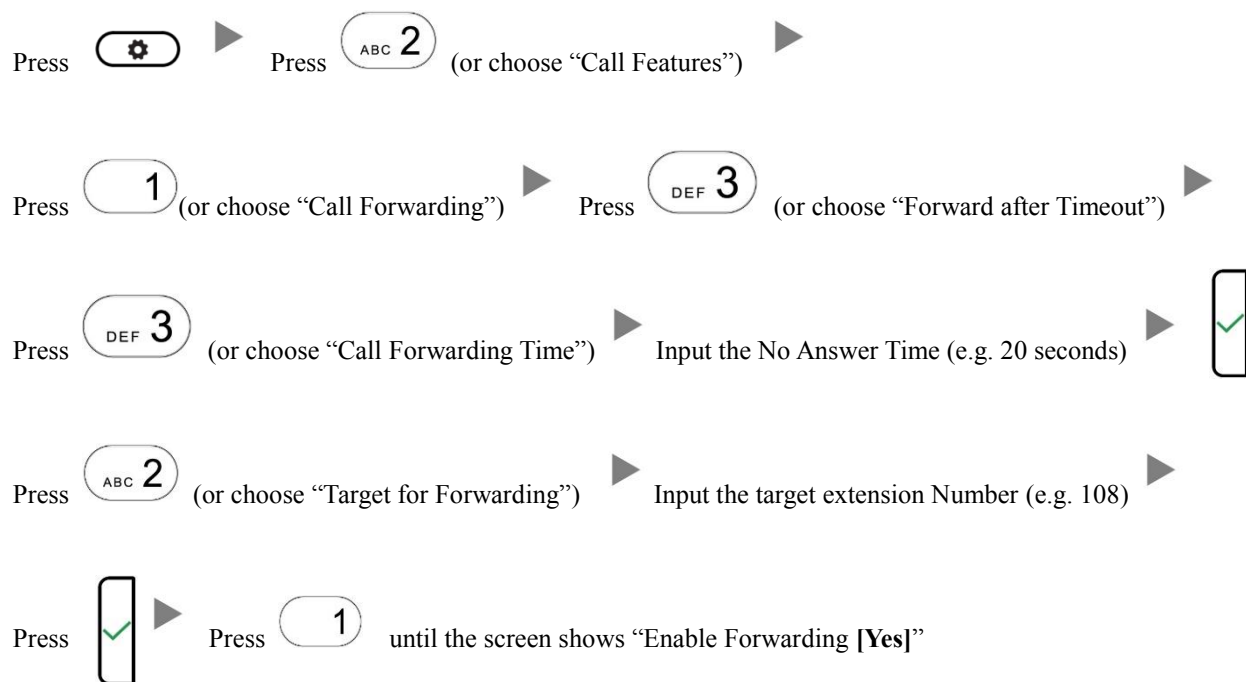
### i. To set up All Call Forward Mode



### ii. To set up Busy Call Forward Mode



iii. To set up Time / No Answer Call Forward Mode



iv. To Cancel Call Forward

