DECT – QUICK GUIDE

Making a Call	***To call an extension***	Dial extension number Press **On/Talk** btn (green)
	To call an outside number	Dial **0** for 1st available line Dial the outside number Press **On/Talk** btn (green)
Answering a Call		Press **On/Talk** btn (green)
Placing a Call on Hold	***To Hold and Retrieve a Held Call***	Press ***INT*** btn (longer than 1 second)
Transferring a Call		Press ***INT*** btn (shorter than 1 second) Dial extension number Announce caller [optional] hang up press **Off** btn (red)
Paging		Dial Paging Code **#6** Press **On/Talk** btn (green) Make announcement Press **Off** (red) to hang up
To Park Calls	***Aria 130: 601-610*** ***Aria 300: 601-619***	Whilst connected to a caller Press ***INT*** (shorter than 1 Sec) Dial **601-619** Press **Off** btn (red)
To Retrieve Parked Calls		Dial **601-619** Press **On/Talk** btn (green)
Redial		Press **On/Talk** btn (green) Press **Redial** btn (left soft key)
Keylock	***Lock*** ***Unlock***	Press **#** Button, longer than 1 second Press **Right Soft Key** Then press **OK** (left soft key)
Speed Dialling	***Aria 130: 2000-3499*** ***Aria 300: 2000-4999***	Press **On/Talk** btn (green) Press **Function** btn (P) Shorter than 1 second Dial speed bin no. (2000-4999)
Phone Directory	***To Scroll through phone directory*** ***To Dial selected name***	Press **On/Talk** btn (green) Press **Function (P)** button twice (shorter than 1 second) **Dial** 1. **ICM** Menu 2. **User** Menu 3. **System** Menu Scroll up and down using menu ▲▼ When name has been located with the cursor, then press ***INT*** button (longer than 1 second) to dial number