



Via Handset: Press



- Press , Press
- Enter your , arrow down (Navigator), enter your press .
- To sign out press , select to confirm



Contacts searched or those added to your line Keys will display colour scheme consistent with Lync/Skype for Business indicating their Presence



- Via handset: Lift the receiver
- Via Hands free Press or press



- Via Handset: Pick up the handset. Enter phone number; press .
- Via Hands free: Enter phone number; press ,
- Via Handset: Press , press *
- Via Favourites: Press associated .



- Press and hold the **or** button
- Press number **,** press **,** either type the number press **or**
- Press **,** type name of contact (Numeric Keypad) press **.**



- Dial the Lync conference number
- Follow the voice prompts the meeting