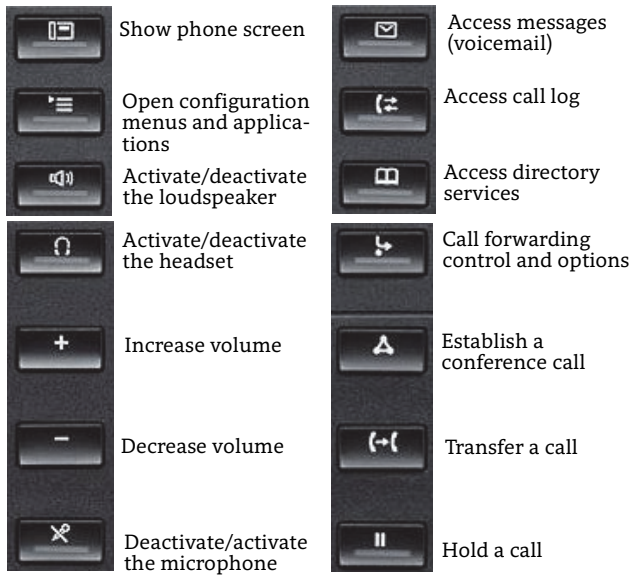
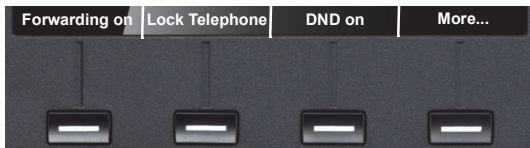


Key Layout and Operation

Fixed Function Keys

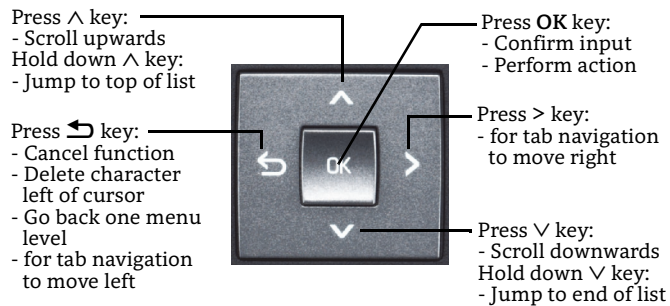


Context Sensitive Soft Keys

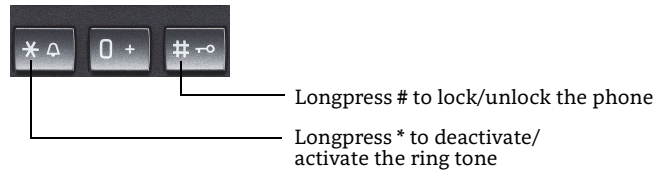


The OpenScope Desk Phone IP 55G has four Soft Keys providing context sensitive features. The "More..." Soft Key (if shown) provides access to more options.

Navigation Keys



Key Pad Shortcuts



Display Icon Overview

Display Icons in Idle State

| Icon | Explanation |
|------|--------------------------------------------|
| | You have received one or more new messages |
| | You have one or more new missed calls |
| | Call Forwarding is activated for all calls |

Display Icons during a Call

| Icon | Explanation |
|------|-----------------------------------------------|
| | Call is active |
| | Voice connection with high quality (G.722) |
| | Call has been disconnected |
| | You have placed the call on hold |
| | Your call partner has placed the call on hold |
| | Secure voice connection |
| | Insecure voice connection |

Generic Display Icons

| Icon | Explanation |
|------|-----------------------------------------|
| | Ringer is deactivated |
| | Do not disturb is activated |
| | Phone lock is activated |
| | A mobile user is logged on to the phone |
| | Remote maintenance has been activated |

OpenScope
Desk Phone IP 55G
OpenScope Office
HiPath 3000

Quick Reference Card (Icon Version)

UNIFY

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Reference No.: A31003-D5500-U104-1-7619

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Using your OpenScape Desk Phone IP

Place a Call

- Lift handset and dial number, or
- dial number and lift handset, or
- for handsfree call: dial number.

If en-block dialing is enabled (like a cell phone), press **[OK]** to send digits.

Answer a Call

- Lift handset, or
- for handsfree call: press **[<>]**.

End a Call

- Hang up, or
- to end a handsfree call: press **[<>]**.

Use the headset

- Place a call: dial number.
- Answer or end a call: press **[Q]**.

Hold or Retrieve a Call

- During a call select "Enquiry" in the context menu and press **[OK]**.
- To retrieve a call: select "Return to held call" in the context menu and press **[OK]**.

Make a Conference Call

1. During a call with party A, select "Start conference" in the context menu and press **[OK]**.
2. Enter the phone number for party B and press **[OK]**.
3. Once connected with party B, select "Conference" in the context menu and press **[OK]**.

You are now connected in a conference with parties A and B.

Transfer a Call

Transfer without consultation:

1. During a call with party A, select "Start transfer" in the context menu and press **[OK]**.
2. Enter the phone number of party B and press **[OK]**.
3. When the phone starts to ring, select "Complete transfer" and press **[OK]**.
4. Hang up.

Transfer with consultation:

1. During a call with party A, select "Enquiry" in the context menu and press **[OK]**.
2. Enter the phone number of party B and press **[OK]**.
3. Announce the call to party B and hang up.

Using your OpenScape Desk Phone IP

Program or edit "Call Forwarding"

1. Press and hold **[>]** until the menu is displayed.
2. Select "Edit call forwarding" and press **[OK]**.
3. Select "External calls", "Internal calls", or "All calls" and press **[OK]**.
4. Enter the destination phone number and press **[OK]**.
5. Press **[☰]** to return to phone mode.

The destination phone number is shown in the display and the key LED lights up.

Activate "Call Forwarding" for all Calls

- Press **[>]** for turning "Call Forwarding" on or off.

Dial from the Call Logs

1. Press **[≡]**.
2. If a missed call is in the list, the "Missed" tab will appear first. Press **[≡]** repeatedly for "Dialed" or "Received" tabs.
3. Select the desired phone number and press **[OK]**.

Activate Callback while calling

1. Enter the destination phone number and press **[OK]**.
2. If there is no answer or the line is busy, select "Set callback" from the context menu and press **[OK]**.

Use Mute during a call

- Press **[X]** for turning mute on or off.

Save a Feature to a Key

1. Press and hold down the desired programmable key.
2. Press "Assign function" softkey.
3. Select "Change key" and press **[OK]**.
4. Select function and press **[OK]**.
5. In some cases, enter additional parameters and press **[OK]**.
6. Select "Key label" and press **[OK]**.
7. Enter the desired key label.

Save a Phone Number to a Key

1. Press and hold down the desired programmable key.
2. Press "Assign function" softkey.
3. Select "Change key" and press **[OK]**.
4. Select "Destinations" and press **[OK]**.
5. Enter the desired station number.
6. Select "Key label" and press **[OK]**.
7. Enter the desired key label.

Further helpful Features of your OpenScape Desk Phone IP

Your OpenScape Desk Phone IP provides much more helpful features. See below a small selection with short descriptions. Detailed information please find in the respective operating instructions.



Multi-line

The programmable keys on multi-line phones function as trunk keys. Each key programmed with the "Line" function corresponds to a line. This means up to 8 line keys can be configured on the OpenScape Desk Phone IP. Lines can be used as a Private, Shared, or Direct call line.

Mobility

You can move your phone user interface with most of its functions and properties (phone number, key assignment, authorization, phonebook) to another phone. The "Home User" is deactivated and you may use this phone as "Mobile User" (Mobile HFA) until you log off. Phone connections are transferred network-wide.

Backup and Restore User Data

You can save your OpenScape Desk Phone IP user settings and personal phonebook entries as files on a USB memory stick and download (restore) all or, where applicable, selected data to your or another OpenScape Desk Phone IP.

Retrieve Voicemail Messages

Depending on your communication platform and its configuration, you can use this application to access received callbacks and messages from OpenScape Xpressions.

If your system is appropriately configured, you can call the voice mailbox directly and immediately play back the stored messages.