PACKING LIST

1 x Vision phone

1 x handset

1 x handset cord

1 x stand

SAFETY INFORMATION
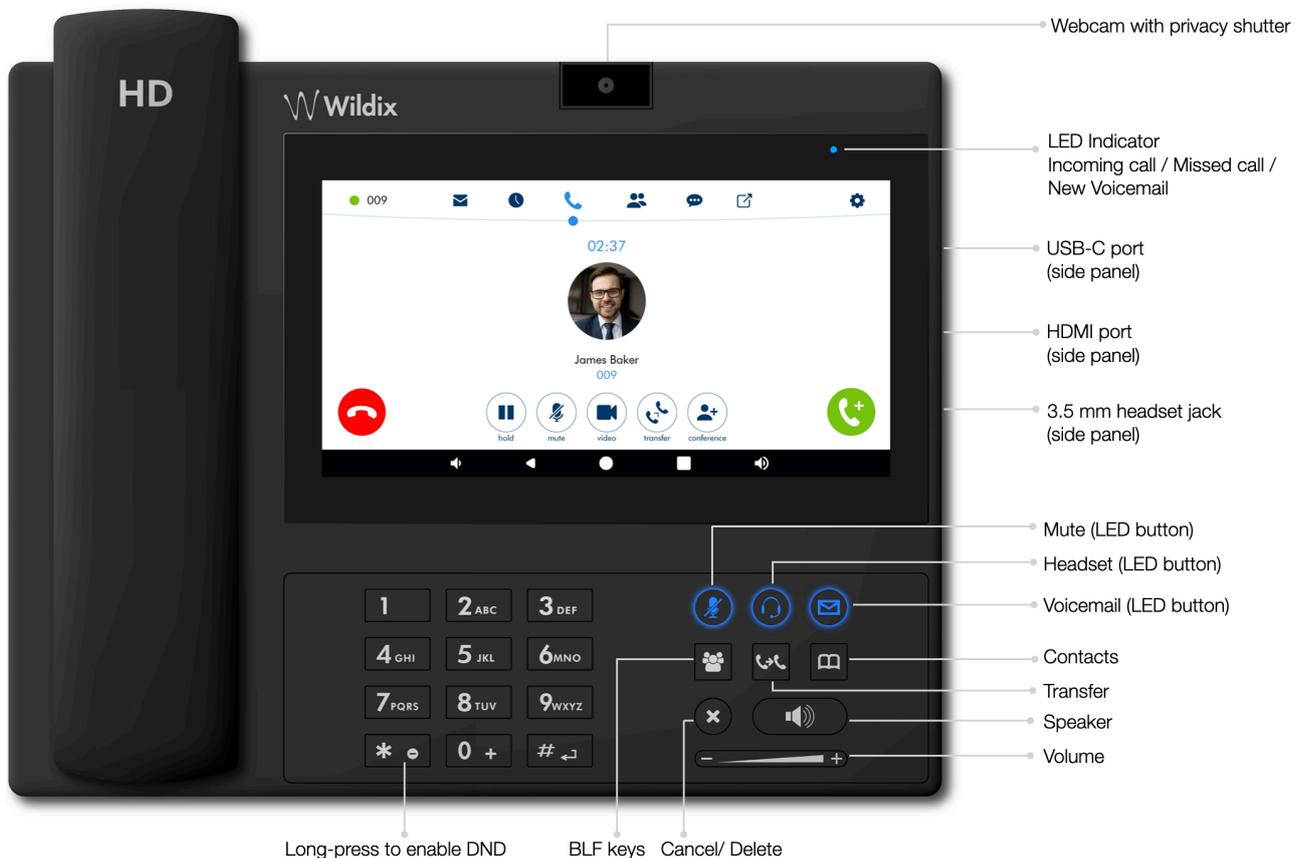
https://www.wildix.com/safety-information/

CONNECTION

The ports are situated on the rear or side panel of the phone

- connect the phone to the network PoE switch using RJ-45 cable

- connect the handset to the port using the handset cord

- connect USB headset (optional)

- connect the port to the PC using RJ-45 cable (optional)

- connect the phone to the power supply (power adapter can be purchased separately, WMP code: PS-12V2A) (optional, this is a PoE device)

- connect to the port using HDMI cable (optional)

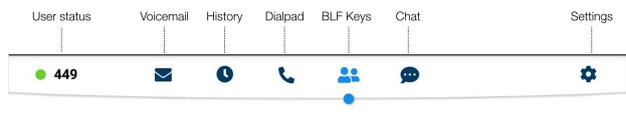## PHONE OVERVIEW

FIRST TIME LOGIN

After the phone has booted, Wildix Phone App opens automatically.

To log in, fill out the following fields:

- *Domain*: PBX name or IP address
- *User name*: extension number or email address
- *Password*: enter your WEB password.

Note: Google/ Office 365 Single Sign-On options are available to log in.

MENU OVERVIEW

User status	Voicemail	History	Dialpad	BLF Keys	Chat	Settings
● 449	✉	🕐	📞	👥	💬	⚙

CHANGE USER STATUS

Tap **User status** menu to set user status DND / Away.

You can add your status message and, by checking the field "until", set the time and date when DND/Away status should go back to Available.

Webcam with privacy shutter

LED Indicator
Incoming call / Missed call / New Voicemail

USB-C port (side panel)

HDMI port (side panel)

3.5 mm headset jack (side panel)

Mute (LED button)

Headset (LED button)

Voicemail (LED button)

Contacts

Transfer

Speaker

Volume

Long-press to enable DND   BLF keys   Cancel/ Delete

BLF KEYS

BLF keys must be set up in Collaboration *Settings -> Function keys*. This phone supports up to 120 BLF keys.

You can change the number *of BLF keys displayed per page in Phone App* **Settings -> Advanced.**

PLACE A CALL

- Manually from Dialpad: enter the phone number and then tap the green button.

- Search in phonebook: open Dialpad and start entering a number / a name, results that match your search are listed below, tap on the contact to place a call.

- From history: tap **History** menu. Tap the contact or the phone number, then tap **Call.**

- Dial a user whom you have assigned a *Colleague* Function key: tap **BLF keys**, then tap the BLF key assigned to the colleague.

HOLD/ SECOND CALL

Tap ⏸ during a call to put a call on hold / resume.

Tap 📞 to place a second call, enter the number and then tap the green button.

VIDEO CALL

Tap 📹 during a call to start / stop video streaming.

CALL TRANSFER

1. Tap 📞 during a call (the call is put on hold).

2. Enter the phone number:

   - Tap 📞 for direct transfer (blind transfer without notification).

   - Otherwise tap 📞 to place an outgoing call (attended transfer), then tap 📞 from call window to complete the transfer.

Call transfer via BLF keys:

1. During a call, tap **BLF keys** menu

2. Tap the BLF key of colleague / call group:

   - Tap **Transfer** for direct transfer (blind transfer without notification).

   - Otherwise tap **Call** to place an outgoing call (attended transfer), then tap 📞 from call window to complete the transfer.

CONFERENCE CALL

Put the first call on hold to make a second call to the contact you would like to invite to the conference call

When the third party answers, tap 👤+ from call window.

LISTEN TO VOICEMAIL MESSAGE

Tap **Voicemail/** Press **Voicemail** button:

Tap the **Play** icon ▶ next to the message to listen to it.

To delete: check the message(s) and tap the ***Bin*** icon 🗑.

To mark as read: check the message(s) and tap the ***Eye*** icon 👁.

VOLUME CONTROL, SPEAKER, MUTE

Mute the microphone: tap **Mute** key 🔇 during a call/ press **Mute** button.

Adjust the volume: press **Volume Up / Down** button during a call.

Turn on the Speaker mode: press **Speaker** button during a call. Press the button to answer a ringing call in Speaker mode.

RINGTONE SELECTION

Tap **Settings** menu: tap **Ringtone** to view the list of available ringtones.

CHAT AND FILE EXCHANGE

Tap **Chat** menu: all the colleagues added to your roster in Wildix Collaboration are displayed in this menu.

To send a chat message:

- Tap on a colleague

- Type your message into the input field

- Tap the **Paper** plane icon ✈ to send the message.

To send a file / a picture (up to 100Mb) / to send a Post-It: tap the **Plus** icon **+** next to the input field and select a file / a picture (up to 100Mb).

You can disable new chat messages notifications in **Settings** *->* **Advanced***.*

CHECK PHONE APP VERSION

Tap **Settings** menu -> **About**.

Full Guide online

Wildix   www.wildix.com