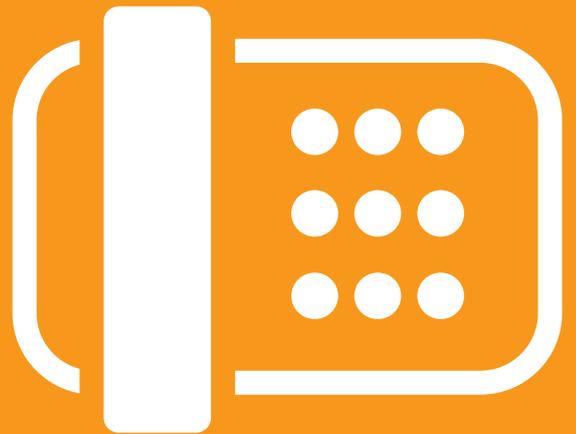


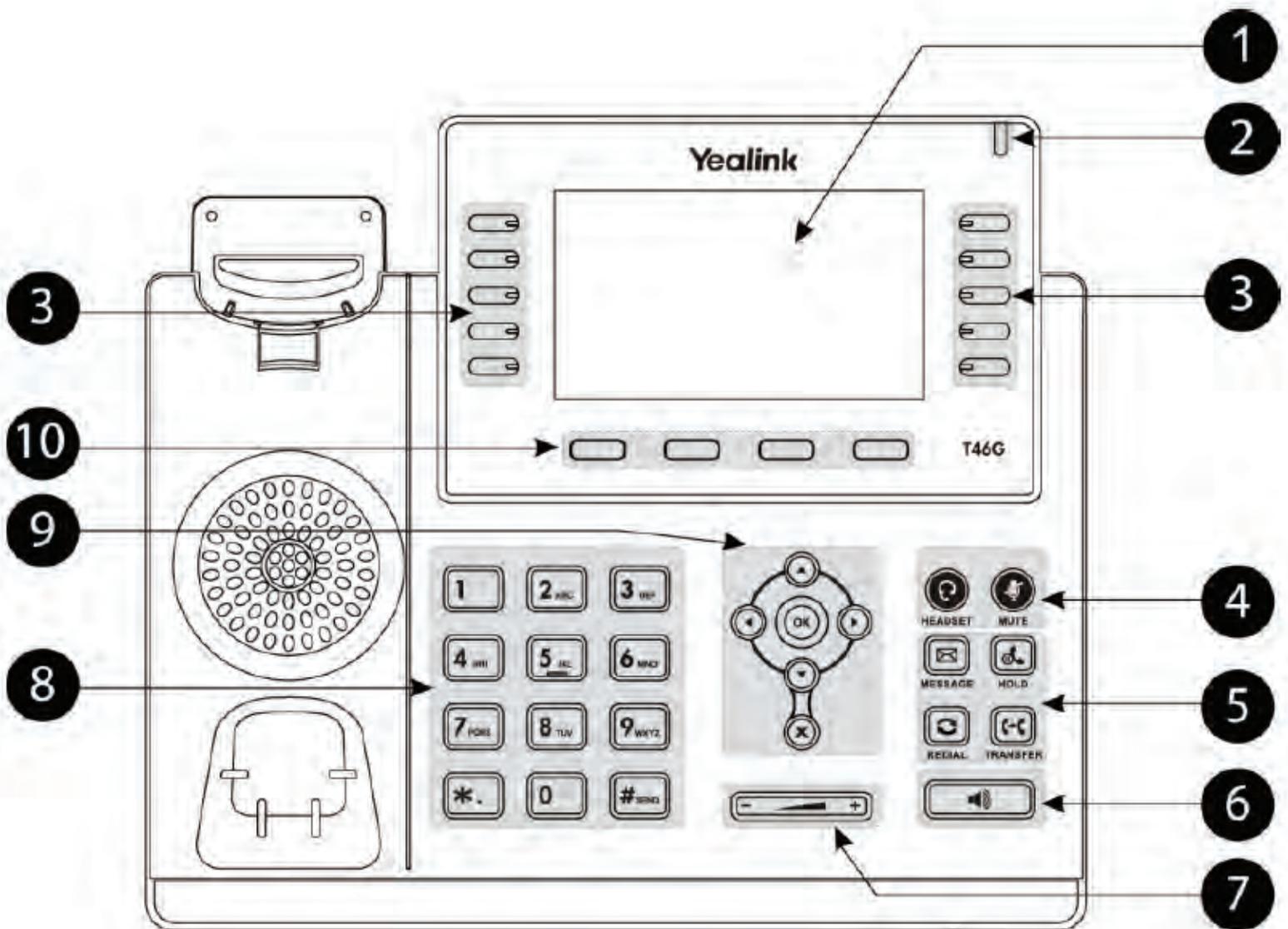
Flip Connect Yealink T46 Quick User Guide



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- 1** LCD Screen
Shows Call Information, Missed calls, Voicemail, Time and Date and DND.
- 2** Power and Message Light
- 3** BLF, Park and Feature Keys
- 4** Mute
Mutes the microphone so the other party cannot hear you.
Headset
Switches between Handset and Headset use.
- 5** Hold - other party will hear hold music (if enabled)
Message - other party will hear hold music (if enabled)
Redial - other party will hear hold music (if enabled)
Transfer - other party will hear hold music (if enabled)
- 6** Speakerphone
Toggles hands free operation
- 7** Volume Key
Adjusts handset, headset, speaker and ringer volume.
- 8** Keypad
Provides digits, letters and special characters in context-sensitive applications.
- 9** Menu navigation keys

Menu navigation keys
- 10** Context sensitive keys

Cancel keys OK keys

Making Calls	
Making an Internal Call	Dial the extension number via the alpha-numeric keypad, Press Send () hash () OK () key, or lift your handset to make the call. The Call Status screen will display the details of whom you are ringing.
Making a Direcory Call	Press the 3CX Context key, then press the OK () key. Find the person required using the Navigation Keys (), highlight the desired person and then press the OK () key to call that person.
Making an External Call	Dial the external number via the alpha-numeric keypad. (Your System Administrator will inform you if a prefix is required.) Press Send (), hash (), OK () key, or lift your handset to make the call. The Call Status screen will display the details of whom you are ringing.

Answering Calls	
Answering a Call	The main screen will show the details of the caller, Lift the handset or press the Speaker (), Answer () or OK () buttons to answer the call. If you do not wish to answer the call press the reject button () and the call will be passed to your Forward on Busy number (if set), or to voicemail (if enabled), or cancelled. (If your phone is busy or not answered within 20 seconds (default) the caller will be passed to voicemail, if enabled.)
Ending a Call	Replace your handset (if you are using the handset), or press the Speaker button () (if you are using hands free). Alternatively, press the end call button () .
Placing a Call on Hold	Press the Hold Key () . To retrieve the call press the resume button () .
Announced Transferring a Call	Place the call on hold using the Transfer Key () . Dial the internal or external number and wait for the call to be answered and then announce the intended transfer. To transfer the original call, replace your handset (if you are using the handset) or press the Speaker button () (if you are using hands free). or press the Transfer Key () . To return to the original call, press the End Call and then the Resume Key () , or wait for the destination to hang up and then press the Resume key () .
Blind Transferring a Call	Place the call on hold using the Transfer Key () . Dial the internal or external number. To complete the transfer, replace your handset (if you are using the handset) or press the Speaker button () (if you are using hands free) or press the B Transfer key () and replace the handset.
Parking a Call	This facility allows a call to be held on the system and picked up by any extension. Once on a call press one of the SP keys () to park the call. The led indicator will turn red showing that there is a parked call waiting to be picked up. Identify the person you wish to pickup and press the button next the relevant park slot to pickup the call.

Conferencing

<p>Conferencing a Call</p>	<p>To conference a call press the Conference button (), enter the ext. you wish to conference.</p> <p>You can swap between calls by pressing the Swap button (), or to conference all parties press the Conference button () again.</p>
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Number Redialling

<p>Redialing a Number</p>	<p>To redial a number, press the redial Key (), you will get a list of maded calls displayed on the main screen. Use the navigation keys () to select the number you wish to redial and then press the Send button () .</p>
<p>To Call a Previous Caller Back</p>	<p>Press the History button (). Use the Navigation keys () to select the number you wish to call back and then press the Send button () .</p>
<p>Deleting a Call Entry</p>	<p>Press the History button (). Use the Navigation keys () to select the call you wish to delete, then press the delete button () .</p>

Voicemail

<p>Leaving a Message for a Colleague</p>	<p>If the extension you are ringing is busy or is not answered you will be transferred to voicemail (if enabled) and played your colleague's greeting. Leave your message.</p>
<p>Accessing Your Own Messages</p>	<p>The message waiting indicator on the T46 will flash to let you know that you have a new voicemail, you will also see a message icon () appear on the main screen.</p> <p>Press the Messages Key () to listen to your messages, enter your voicemail PIN and press star key () to play your new messages.</p> <p>Whilst the message is playing you can use the keypad to do the following: -</p> <ul style="list-style-type: none"> Press 0 to play the next message Press 1 to play the previous message Press 2 to replay current message Press 3 to delete current message Press 4 to ring the caller back Press 5 to forward the message to another mailbox