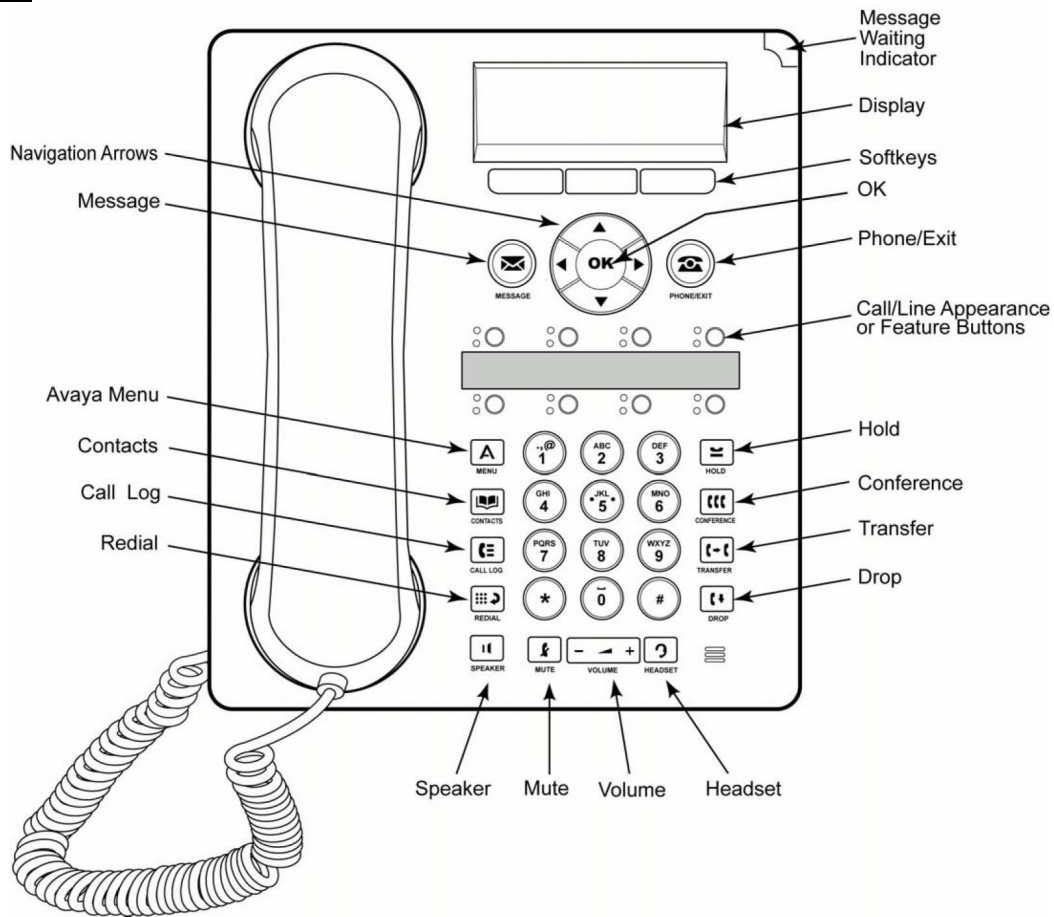



















one communications (Equipment version)
AVAYA IP Office System – 1408 Digital Phone Quick Reference v1.0

Avaya 1408



Service Features	Access
Internal Call	Lift the headset + dial Extn. No.
External Call	Lift the headset + [9] + Telephone No.
Speakerphone <ul style="list-style-type: none"> to turn on (<i>LED turns on</i>) to turn off (<i>LED turns off</i>) 	 Speaker
Headset <ul style="list-style-type: none"> to turn on (<i>LED turns on</i>) to turn off (<i>LED turns off</i>) 	 Headset
Mute <ul style="list-style-type: none"> to turn off microphone (<i>LED turns on</i>) to turn on microphone (<i>LED turns off</i>) 	 Mute
Redial	 Redial
Call Hold <ul style="list-style-type: none"> put a line on hold reconnect 	 Hold
Call Waiting	[Extn. Line] which has a incoming call awaiting to answer
Transfer <ul style="list-style-type: none"> transfer reconnect (<i>if the line is busy or no answer</i>) 	 Transfer
Conference <ul style="list-style-type: none"> set up reconnect (<i>if the line is busy or no answer</i>) to drop/mute a party 	 Conference
Drop (<i>to terminate current call & reseize dial tone</i>)	 Drop
Call Pickup (<i>answer a call ringing at other extn</i>) <ul style="list-style-type: none"> Group 	[Pickup Group] or #7
Send All Calls (<i>route all calls to voicemail</i>) <ul style="list-style-type: none"> setup ("N" & "SAC" show on the screen) cancel 	[SAC] [SAC] again
Call Forward (<i>all calls</i>) <ul style="list-style-type: none"> setup ("D" shows on the screen) cancel 	[Call Fwd] + Extn. No. (* key for backspace) + # [Call Fwd]

Remarks:

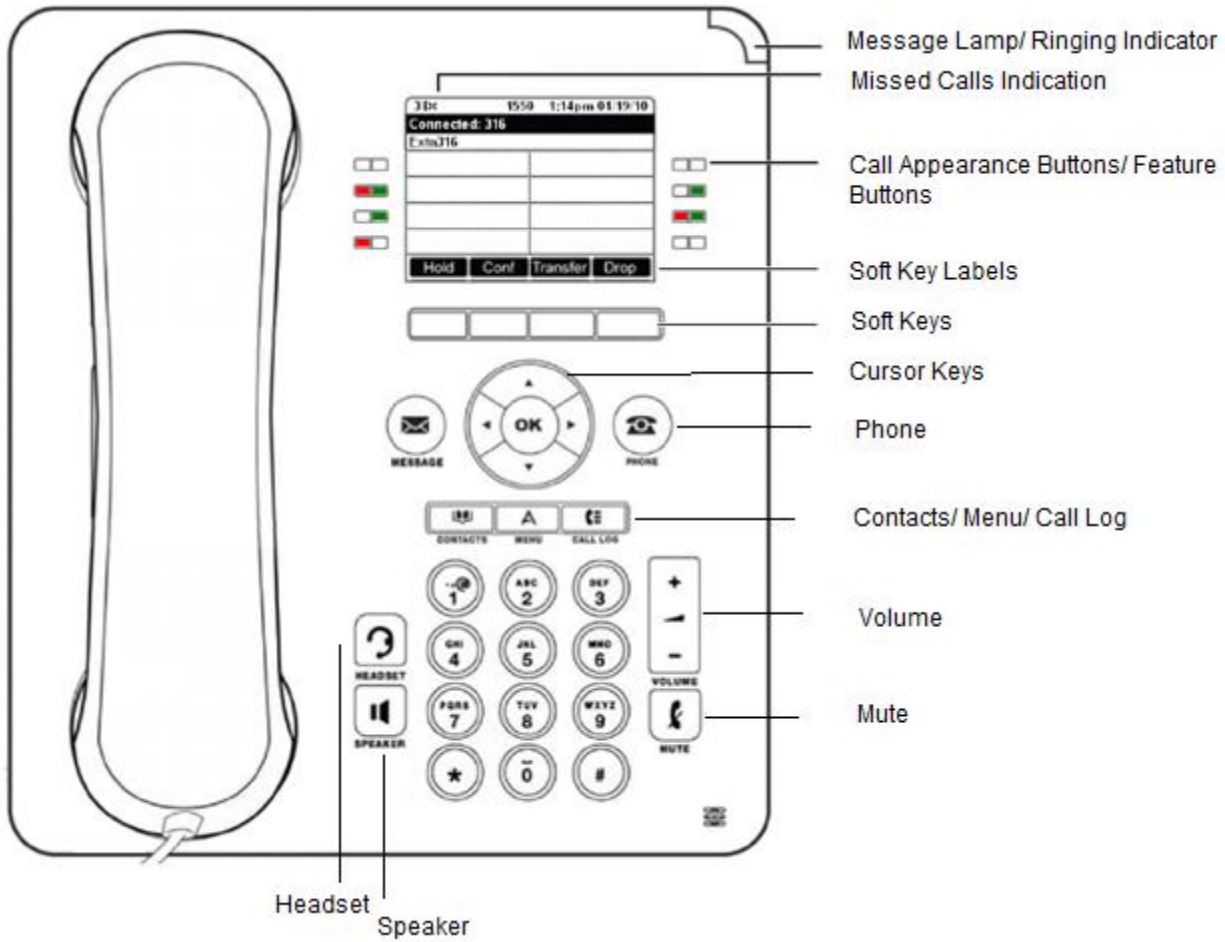
Buttons / Keys						Line Status Icons					
[XXX]	{ XXX }	(XXX)									
Fixed key	Soft key	Menu Item	Phone / Exit	Navigation Arrows / OK	Menu	Ringing	Active	On Hold	On Soft Hold	Conference	Conference Hold

Service hotline number : 1833 111

Voice mail box and email reminder: Customer is recommended to clean up voice mail box and email regularly.








one communications (Equipment version)
AVAYA IP Office System – 9508 Digital Phone Quick Reference v1.0

Avaya 9508












AVAYA IP Office System – 9508 Digital Phone Quick Reference

Updated: Dec 2021

Service Features	Access
Internal Call	Lift the headset + dial Extn. No.
External Call	Lift the headset + [9] + Telephone No.
Speakerphone <ul style="list-style-type: none"> to turn on (<i>LED turns on</i>) to turn off (<i>LED turns off</i>) 	 Speaker
Headset <ul style="list-style-type: none"> to turn on (<i>LED turns on</i>) to turn off (<i>LED turns off</i>) 	 Headset
Mute <ul style="list-style-type: none"> to turn off microphone (<i>LED turns on</i>) to turn on microphone (<i>LED turns off</i>) 	 Mute
Call Waiting	[Extn. Line] which has a incoming call awaiting to answer
Call Pickup (<i>answer a call ringing at other extn</i>) <ul style="list-style-type: none"> Group 	[Pickup Group] or #7
Send All Calls (<i>route all calls to voicemail</i>) <ul style="list-style-type: none"> setup ("N" & "SAC" show on the screen) cancel 	[SAC] [SAC] again
Call Forward (<i>all calls</i>) <ul style="list-style-type: none"> setup ("D" shows on the screen) cancel 	[Call Fwd] + Extn. No. (* key for backspace) + # [Call Fwd]
Call Appearance Buttons or Feature Buttons	 CA/ F. Button
Soft Keys	 Soft Keys
Cursor Keys	 Cursor Keys
Volume	 Volume

Remarks:

Buttons / Keys						Line Status Icons					
[XXX]	{ XXX }	(XXX)									
Fixed key	Soft key	Menu Item	Phone	Navigation Arrows / OK	Menu	Ringing	Active	On Hold	On Soft Hold	Conference	Conference Hold

Service hotline number : 1833 111

Voice mail box and email reminder: Customer is recommended to clean up voice mail box and email regularly.