



F303—Extension 4084

To wake up the Polycom Touch

Control:

Touch the screen.

PLACING A CALL

From the homescreen press, **Place a Call**.

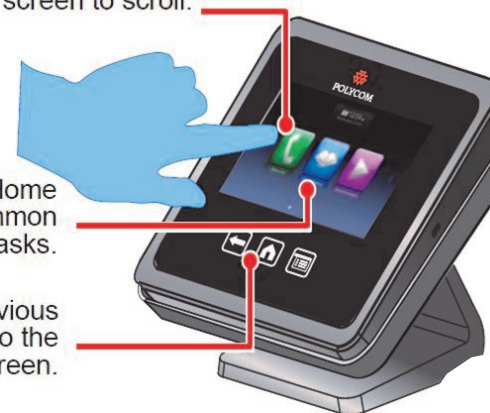
External Calls: Dial 9 + the number and press the green Call key.

Internal Calls: Dial the extension and press the green Call key.

Touch the screen to select an item.
Drag your finger across the screen to scroll.

Scroll left and right on the Home screen for quick access to common calling and configuration tasks.

Press Back to go to the previous screen. Press Home to go to the Home screen.



CALL HOLD AND RESUME

1. During a call, press the **Hold**.
2. Press **Resume** to resume the call.

ANSWERING A CALL

Press **Answer**.

*Incoming calls may be ignored by pressing the **Ignore** icon during ringing.*

ENDING A CALL

Press **Hang Up**.

VOLUME ADJUSTMENT



For best results, volume controls on the podium should be used.

MICROPHONE MUTE

During a call, press the **Mute** icon. You can hear all other parties while Mute is enabled.

To turn off Mute, press the icon again.