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.

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

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.