**PLACING A CALL**
Dial 9 + the number, and then press or the Dial soft key.

**ANSWERING A CALL**
Press or the Answer soft key.

Incoming calls may be ignored by pressing the Reject soft key during ringing.

**ENDING A CALL**
Press or the End Call soft key.

**MICROPHONE MUTE**
During a call, press You can hear all other parties while Mute is enabled.
To turn off Mute, press again.

**CALL HOLD AND RESUME**
1. During a call, press the Hold soft key.
2. Press the Resume soft key to resume the call.

**CALL TRANSFER**
1. During the call, press the Transfer soft key (the active call is placed on hold).
2. Place a call to the party to which you want to transfer the call.
3. After speaking with the second party, press the Transfer soft key to complete the transfer.

Press the Blind soft key to transfer the call without speaking to the second party.

Transfer may be cancelled during establishment by pressing the Cancel soft key. The original call is resumed.

**REDIAL**
Press button to redial the most recently dialed number.

**LED INDICATORS**
The LEDs located at the top of each speak indicate the current status.
- Green—Call is in progress.
- Flashing Green—A call is incoming.
- Red—Call is muted.
- Blinking Red—Call is on hold.

**VOLUME ADJUSTMENT**
Press the volume keys to adjust the speaker volume during a call.
Pressing these keys in an idle state adjusts the ringer volume.