



Polycom® SoundStation Duo™ Conference Phone

Quick User Guide

About Your Phone
Using Your Phone
Basic Phone Features
Customizing Your Phone

For detailed information, see the User Guide for the Polycom SoundStation Duo Conference Phone, available from the [SoundStation Duo Support Web page](#).

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ABOUT YOUR PHONE

Overview

Your Polycom SoundStation Duo conference phone is a dual-mode conference phone. This means it can operate in the following modes:

- **PSTN mode**—In this mode, the phone is connected to a standard (analog) phone jack so calls can be made using the Public Switched Telephone Network (PSTN).
- **SIP mode**—In this mode, the phone is connected to a Session Initiation Protocol (SIP) server so calls can be made over Internet Protocol (IP) networks. In SIP mode, phones can use advanced features such as messaging, forwarding, and transferring.

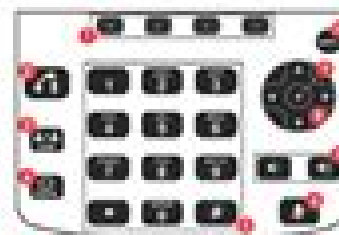
Your phone may be set up to operate in either mode. If your phone is connected to both an analog phone jack and the network, your phone may be able to switch between modes.

The mode your phone operates in determines which features are available on your phone.

Note:

Certain phone features are set up by your system administrator or determined by your phone environment. As a result, some features may not be available or may operate differently on your phone. Unless otherwise noted, this guide contains generic information for using your phone in either SIP or PSTN mode. For specific information on using your phone in each mode, see the User Guide.

Keypad



- 1 Press one of these keys to access a soft key on the screen.
- 2 Press the **Call** key to place and answer calls.
- 3 Press the **Conference** key to set up a conference with you, the person you are talking with, and another party.
- 4 Press the **Redial** key to automatically dial the last call you placed.
- 5 Press the **Display** keys to enter information.
- 6 Press the **Mute** key so no one can hear you, but you can hear everyone else.
- 7 Press the **Volume Up or Down** key to raise or lower the volume of the ring or speakerphone.
- 8 Press the **Arrow** keys to scroll through lists and fields.
- 9 Press the **Select** key to select and enable/disable items.
- 10 Press the **Menu** key to view the Main Menu.

Phone Icons

A Phone or Line icon displays on the top-left of the phone screen to indicate line or call status, as shown next.



The Phone or Line icon may display one of the following icons:

	Active call that uses Polycom® HD Voice™ technology
	Active call that does not use Polycom HD Voice
	Conference call taking place
	Dialing in progress
	Do Not Disturb enabled (SIP mode only)
	Forwarding enabled (SIP mode only)
	Held call
	Held call on a shared line (SIP mode only)
	Messages waiting (SIP mode only)
	Registered line (SIP mode) or Connected line (PSTN mode)
	Registered shared line (SIP mode only)
	Phone is ringing
	Unregistered line (SIP mode) or Unconnected line (PSTN mode)

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Yijin Wang



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Commerce Business Daily, 1998-10 Mergent OTC Industrial Manual, 2003 Entrepreneur, 1995-07 *Network World*, 1994-12-05 For more than 20 years Network World has been the premier provider of information intelligence and insight for network and IT executives responsible for the digital nervous systems of large organizations Readers are responsible for designing implementing and managing the voice data and video systems their companies use to support everything from business critical applications to employee collaboration and electronic commerce **Popular Science**, 2003-06 Popular Science gives our readers the information and tools to improve their technology and their world The core belief that Popular Science and our readers share The future is going to be better and science and technology are the driving forces that will help make it better *Thomas Register of American Manufacturers*, 2002 This basic source for identification of U S manufacturers is arranged by product in a large multi volume set Includes Products services Company profiles and Catalog file *Popular Science*, 1950 The Ultimate Powerbeats Pro 2 User Guide Miles R Carter, 2025-06-22 **The Unofficial Studio One User's Manual** Studio References Series, 2016-10-25 The Unofficial Studio One User s Manual is a comprehensive how to guide for the PreSonus Studio One recording software The perfect tool for people like me who would rather look it up in a book as opposed to having to read off the computer screen Over 400 pages of text and reference this manual will help guide you through using this unique recording program from set up through mastering and more This manual is in no way affiliated with or endorsed by PreSonus Audio Electronics PreSonus Software Ltd or its affiliates **A User's Manual for Samson 2** T. C. Smith, 1967 On-line User Instructions Mark Wilcynski, 1988 **The Complete Sonos User Guide** George Medlin, 2025-08 Do you own a Sonos speaker but feel like you re only scratching the surface of its capabilities Are you tired of fragmented audio and confusing setups It s time to move beyond the basics and truly master your Sonos ecosystem THE COMPLETE SONOS USER GUIDE is your all in one comprehensive manual for mastering every aspect of your Sonos system This illustrated guide demystifies everything from initial Sonos setup to advanced configurations Inside you ll discover how to Effortlessly set up and expand your multi room audio with the Sonos App Integrate your favorite music streaming services and personal music libraries Create a breathtaking home theater with Sonos speakers subwoofers and surround sound Calibrate your speakers for perfect sound with Trueplay tuning Use voice control with Alexa Google Assistant and Siri for a hands free experience Integrate your Sonos system into smart home routines and automations Diagnose and fix common Sonos troubleshooting issues and Wi Fi problems Imagine a home where music flows seamlessly from room to room where every movie sounds cinematic and where you can command your entire audio experience with just your voice This guide gives you the expert knowledge and advanced Sonos tips you need to create an effortless high fidelity soundscape eliminating tech headaches and unlocking the true power of your wireless home sound system From the beginner to the audiophile you ll go from user to master Stop settling for basic sound Get your copy of THE COMPLETE

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Unveiling the Power of Verbal Artistry: An Emotional Sojourn through **Polycom Soundstation 2 User Guide Manual**

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