

Quick Reference Guide for Polycom® SoundPoint IP® 550/560, 650/670

Voice over Internet Protocol (VoIP)



SoundPoint® IP 550/560 and 650/670

The SoundPoint® IP 550/560 model can display up to four line appearances, while the SoundPoint® IP 650/670 model offers up to six line appearances.

This quick reference guide applies to standard phone configurations. Menu options and functionality may vary based on the actual phone setup. Comprehensive SoundPoint® IP 550/560 and SoundPoint® IP 650/670 user guide are available at: dolt.missouri.edu/telecom/voip.



There are four content-sensitive soft keys across the bottom of your phone's LCD display. Soft keys change based on the current state of the phone (idle, ringing, active call, etc.) and by what optional features are installed on the phone. Soft keys commonly provide the following options:

Answer	Answer incoming call via speaker phone	Join	Combine calls into a conference call
Blind	Transfer call without announcement	New Call	Place a new call
Confere	Alternative to the conference button	Reject	Decline to answer incoming
End Call	Disconnect an active call	Resume	Retrieve a held call
Forward	Set up call forwarding	Split	Divide a conference call
Hold	Place active call on hold	Transfer	Alternative to the transfer button

NAVIGATION KEYS

- Press or to scroll.
- Press or to step in/out of menus or toggle enabled/disabled.
- Press for enter or select.
- Press for back or delete.

CALL LISTS

From the idle screen:

- Press for **Speed Dial**.
- Press for **Missed Calls**.
- Press for **Received Calls**.
- Press for **Placed Calls**.



- Alternately, press followed by Call Lists and Missed, Received, or Placed Calls, as desired.

Content stored in call lists is deleted when the phone loses power or is rebooted.

PLACING A CALL

Local Calls:

- Dial the 7-digit phone number.

Long Distance Calls:

- Dial the 10-digit phone number. You will be prompted to enter your long-distance authorization code.

Using the Handset:

- Pick up the handset, and then dial the number. Alternatively, dial the number first, and then pick up the handset.

Using the hands-free Speakerphone:

- With the handset on-hook, press , any assigned line key, or the **New Call** soft key. Then, enter the number.
- or
- Dial the number, and then press or the **Dial** soft key.

Using the optional Headset:

- With the headset connected, press , any assigned line key, or the **New Call** soft key.
- or
- Dial the number, and then press .

During a call, you can alternate between modes by pressing or or picking up the handset.

ANSWERING A CALL

Handset: Pick up the handset.

Speakerphone: Press , the line key, or the **Answer** soft key.

Headset (optional): Press .

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

CALL WAITING

To answer a call waiting call:

1. Press to highlight the call.
2. Press the **Answer** soft key.
3. The original call is now on hold and you are connected with the new call.

You can toggle between calls by using the or and pressing the **Resume** soft key. You can also conference the calls together by pressing the **Join** soft key.

ENDING A CALL

Press the **End Call** soft key or, depending on the call mode, press , press , or hang up the handset.

Continued on the next page.

Polycom 670 User Guide

Thomas Griffiths



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Asterisk: The Definitive Guide Russell Bryant, Leif Madsen, Jim Van Meggelen, 2013-05-10 Design a complete Voice over IP VoIP or traditional PBX system with Asterisk even if you have only basic telecommunications knowledge This bestselling guide makes it easy with a detailed roadmap that shows you how to install and configure this open source software whether you re upgrading your existing phone system or starting from scratch Ideal for Linux administrators developers and power users this updated edition shows you how to write a basic dialplan step by step and brings you up to speed on the features in Asterisk 11 the latest long term support release from Digium You ll quickly gain working knowledge to build a simple yet inclusive system Integrate Asterisk with analog VoIP and digital telephony systems Build an interactive dialplan using best practices for more advanced features Delve into voicemail options such as storing messages in a database Connect to external services including Google Talk XMPP and calendars Incorporate Asterisk features and functions into a relational database to facilitate information sharing Learn how to use Asterisk s security call routing and faxing features Monitor and control your system with the Asterisk Manager Interface AMI Plan for expansion by learning tools for building distributed systems **InfoWorld** ,2000-05-08 InfoWorld is targeted to Senior IT professionals Content is segmented into Channels and Topic Centers InfoWorld also celebrates people companies and projects Security Owner's Stock Guide Standard and Poor's Corporation,2001-02 **Stock Guide** ,2010-07 Monthly statistical summary of 5100 stocks

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TMS320C2x user's guide ,1990

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Table of Contents Polycom 670 User Guide

1. Understanding the eBook Polycom 670 User Guide
 - The Rise of Digital Reading Polycom 670 User Guide
 - Advantages of eBooks Over Traditional Books
2. Identifying Polycom 670 User Guide
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Polycom 670 User Guide
 - User-Friendly Interface
4. Exploring eBook Recommendations from Polycom 670 User Guide

- Personalized Recommendations
- Polycom 670 User Guide User Reviews and Ratings
- Polycom 670 User Guide and Bestseller Lists
- 5. Accessing Polycom 670 User Guide Free and Paid eBooks
 - Polycom 670 User Guide Public Domain eBooks
 - Polycom 670 User Guide eBook Subscription Services
 - Polycom 670 User Guide Budget-Friendly Options
- 6. Navigating Polycom 670 User Guide eBook Formats
 - ePub, PDF, MOBI, and More
 - Polycom 670 User Guide Compatibility with Devices
 - Polycom 670 User Guide Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Polycom 670 User Guide
 - Highlighting and Note-Taking Polycom 670 User Guide
 - Interactive Elements Polycom 670 User Guide
- 8. Staying Engaged with Polycom 670 User Guide
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Polycom 670 User Guide
- 9. Balancing eBooks and Physical Books Polycom 670 User Guide
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Polycom 670 User Guide
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Polycom 670 User Guide
 - Setting Reading Goals Polycom 670 User Guide
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Polycom 670 User Guide

- Fact-Checking eBook Content of Polycom 670 User Guide
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning
- Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
14. Embracing eBook Trends
- Integration of Multimedia Elements
 - Interactive and Gamified eBooks

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