

# Polycom SoundPoint IP 32x/33x

Quick User Guide





## Using the hands-free Speakerphone

 With the handset on-hook, oness S, any assigned line key, or the NewCall soft key. Then, enter the number.

ĸ.

District number, and then press ®

or \$100.000

Or \$100.0000

Or \$100.000

Or \$100.0000

Or \$100.000

Or \$100.0000

Or \$100.000

Or \$100.000

Or \$100.000

Or \$100.000

Or \$100.000

Or \$100.000

O

## Using the optional Readust:

With the headset connected, press
 O, any assigned line key, or the
NewCall suff key.

ø

Dai te nunter, and then press Q

#### MICROPHONE MUTE

During a call, gress . Multi applies to all modes. You can hear all other parties while Multi is enabled, but other parties cannot hear you.

To us Mate, press 🖲 again.

### CALL HOLD AND RESUME

Dang a cal, press 🖑

Press Sagain, the Resister soft key. or the line key to resume the call.

## LOCAL CONFERENCE CALLS"

To create a three-way local

#### CALL TRANSFER

- During a call, press the Trans soft key (the active call is paced on hold)
- Place a call to the party to which you want to transfer the part.
- After speaking with the second party, press the Trans soft key to complete the transfer.

Press the Blind soft key to barroler the eat without speaking to the second early.

Transfer can be conceiled during establishment by pressing the **Cancel** act key. The original cad is resumed.

Basic Phone Features Customizing Your Phone

Applies to phones running Polycom UC

## Polycom Soundpoint Ip 32x 33x Phone Manual

**David Baud** 

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