

## Polycom IP-321/331/335 VoIP Phone - Quick Start Guide



#### Soft Keys.

- The three bottom immediately below the LCD display are called "soft keys"
- Each will key will perform the action that is described immediately above it on the displace.
- The behavior of soft keys is context sensitive the action associated with each soft key will change depending on the phone's current state.

#### To Place A Call.

- Dial the internal extension or external number you want to reach
- Pick up the receiver or press the speakerphone button to start the call.

#### Volcemull Acress

- To access roicemail messages, press the "Messages" key to the right of the keypad. If no "messages" key is installed, dial "98
- Depending on your system configuration, you may or may not be asked for your voicemail passcode.

#### Last Number Redial

- Lift the receiver or press the speakerphone or headset button.
- Press the 'Dial' button twice.

#### Call Held

- To place a call on hold, press the "Hold" soft key.
- Press "Bold" again to resume the call.

#### Call Transfer

To transfer a call, press the "Trans" soft key.

- For attended transfer, dial the destination number and then press "Dial."
   When the destination answers the call, announce the caller, and press "Trans" again to complete the transfer.
- For blind transfer, press the "Blind" soft key and enter the destination number. Pressing "Dial" will discussed you and connect the remote party to the destination.

#### Ad-Hoc Conference / 3 Was Calling:

- Place a call.
- To add another party to the call, press the "Conf" soft key.
- Enter the destination number or extension and press 'Diaf'
- Once the destination extension is answered, press the "Conf" soft key again.
- All parties will now joined in a 3 way call.

#### Do Not Distarts

- Frees "Meeu" then select "Features" and then "Do Not disturb" to enable.
   "Do Not Disturb Mode.
- To resume normal operation, select "Do Not Disturb" again. The phone will now receive calls normally.

#### Call Forwarding.

- To enable call forwarding, press "Menu" then select "Features" and then "Forward"
- Next select the type of forwarding to enable and select a destination.
- The phone display will indicate when call forwarding is enabled.

#### History and Handset Volume

- To change the ringer volume, press the "-" or "+" buttons at the bottom of the keypad while not on a call.
- During an active call, these buttons will change the volume of the handset, speakerphone or headset, whichever is active.

#### Directories

- Pressing "Menu," then "Features" and then "Directories" will allow you to browne the phone's contact list or call lists.
- The call lists will show missed, placed, and received calls.



# **Polycom 335 Quick Start Guide**

**Padhraic Smyth** 

**Polycom 335 Quick Start Guide:** 

The book delves into Polycom 335 Quick Start Guide. Polycom 335 Quick Start Guide is a crucial topic that needs to be grasped by everyone, from students and scholars to the general public. This book will furnish comprehensive and in-depth insights into Polycom 335 Quick Start Guide, encompassing both the fundamentals and more intricate discussions.

- 1. This book is structured into several chapters, namely:
  - Chapter 1: Introduction to Polycom 335 Quick Start Guide
  - o Chapter 2: Essential Elements of Polycom 335 Quick Start Guide
  - Chapter 3: Polycom 335 Quick Start Guide in Everyday Life
  - Chapter 4: Polycom 335 Quick Start Guide in Specific Contexts
  - ∘ Chapter 5: Conclusion
- 2. In chapter 1, this book will provide an overview of Polycom 335 Quick Start Guide. This chapter will explore what Polycom 335 Quick Start Guide is, why Polycom 335 Quick Start Guide is vital, and how to effectively learn about Polycom 335 Quick Start Guide.
- 3. In chapter 2, the author will delve into the foundational concepts of Polycom 335 Quick Start Guide. The second chapter will elucidate the essential principles that need to be understood to grasp Polycom 335 Quick Start Guide in its entirety.
- 4. In chapter 3, this book will examine the practical applications of Polycom 335 Quick Start Guide in daily life. The third chapter will showcase real-world examples of how Polycom 335 Quick Start Guide can be effectively utilized in everyday scenarios.
- 5. In chapter 4, this book will scrutinize the relevance of Polycom 335 Quick Start Guide in specific contexts. The fourth chapter will explore how Polycom 335 Quick Start Guide is applied in specialized fields, such as education, business, and technology.
- 6. In chapter 5, the author will draw a conclusion about Polycom 335 Quick Start Guide. The final chapter will summarize the key points that have been discussed throughout the book.
  - The book is crafted in an easy-to-understand language and is complemented by engaging illustrations. This book is highly recommended for anyone seeking to gain a comprehensive understanding of Polycom 335 Quick Start Guide.

https://crm.avenza.com/About/uploaded-files/HomePages/Physical\_Science\_Question\_Paper\_June\_2013.pdf

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