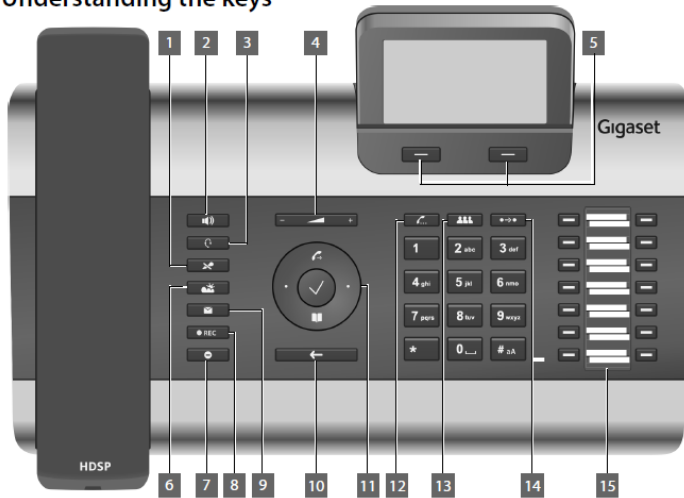


Phone Overview (DE900 shown - other models vary)

Understanding the keys




5	Display / soft keys
6	Information Centre
7	Do Not Disturb
8	Call Record
9	Message Centre
10	End Call / back
11	Navigation key
12	Consultation
13	Conference
14	Transfer
15	Extension/Function keys


1	Mute	3	Headset
2	Speaker	4	Volume

Making Calls


0 **External number**
If you dial an external number, you need to use the **defined prefix** for the outside line.
Enter the phone number


OR: press the appropriate **Function** (Speed Dial) key

 **Internal user /group**
Enter the number


 Press the **Handsfree Speaker** key or lift the handset. The number is called


Last Number Redial
You can select from previously dialed numbers as follows:

 Scroll up & view the number you want to call

 Press the **Handsfree Speaker** key or lift the handset. The number is called

Dialling a number from the directory

 Open the **Directory** using the **Navigation** key

 Scroll through the names using the **Navigation** key until you see the name of the person you want to call

 Press the **Handsfree Speaker** key. The party is called

Receiving Calls

You hear the ringer & the **Handsfree Speaker** key flashes. To answer:


EITHER: Lift the handset

 OR: press the **Handsfree Speaker** key

Note you can switch to handsfree or to the handset again at any time during the call

Call Pick-up

Directed If you can hear a specific phone ringing & you want to answer it from your own phone you can do so by entering a feature code:


 **# 0** followed by the extension number of the ringing phone

Group To answer any ringing phone in your Group enter the following feature code:

 *** 0**


Conference Calls


Your Gigaset Phone can support conference calls for multiple parties
[DE310 & DE410 Three parties | DE700 & DE900 Five parties]


 During an existing call press the **Conference** key. Dial the telephone number of the party you wish to include in the existing call.

Repeat to add more parties to your Conference Call







Additional Features

 **Call Recording** (DE900 only)
During a call you can begin recording. After the call you can listen to the recording by using the Navigation Keys & selecting Messages. Select Call Records from the menu.

 **Do Not Disturb**
Activating this feature will send callers directly to your Voice Mail or return engaged tone.

 **Mute**
Activating this feature will mute the microphone during the call.

Other Useful Network Features

	⇒ Call Forward Always	on *11 target #	off #11
	⇒ Call Forward on No Answer	on *12 target #	off #12
	⇒ Call Forward on Busy	on *13 target #	off #13
	⇒ Night mode on	*90	
	⇒ Day mode on	#90	
	⇒ Make announcement	*27 target	