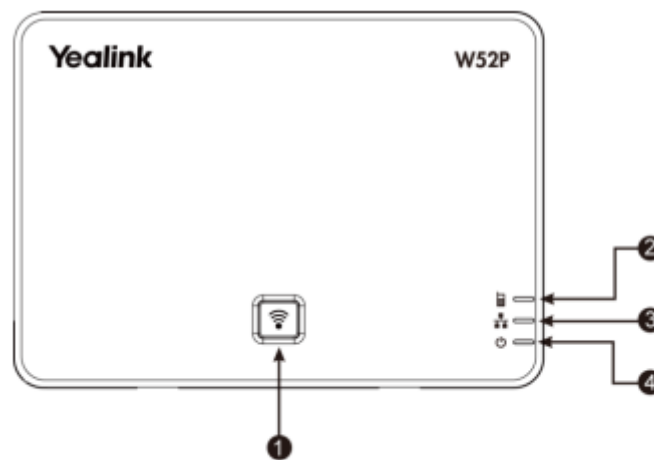




YEALINK W52P USER GUIDE

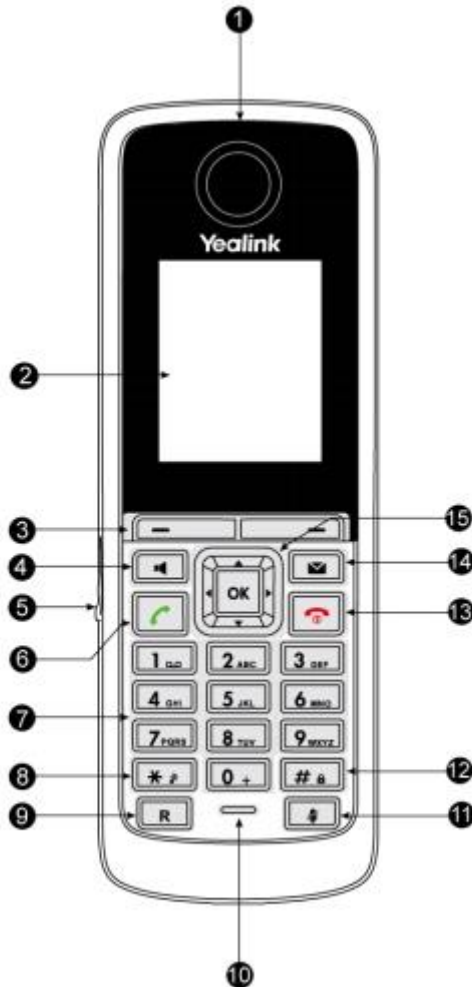
HANDSET OVERVIEW

BASE STATION








	ITEM	DESCRIPTION
1	Paging Key	<ul style="list-style-type: none"> Locates a misplaced handset. Toggles the registration mode. Resets the base station to factory settings.
2	Registration Key	<ul style="list-style-type: none"> Indicates the mode of the base station: Fast flashes green when the base station is in the paging mode. Slow flashes green when the base station is in the registration mode. Illuminates solid green when there is at least one handset registered to the base station.
3	Network Status LED	<ul style="list-style-type: none"> Indicates the network status: Slow flashes green when the network is unavailable. Illuminates solid green when the network is available
4	Power Indicator LED	<ul style="list-style-type: none"> Indicates the power status of the base station: Slow flashes green when the base station is during the firmware upgrading process. Slow flashes green when the base station is during the resetting process. Illuminates solid green when the base station is powered on.

HANDSET

















	ITEM	DESCRIPTION
1	Ear Piece	<ul style="list-style-type: none"> Outputs audio during the earpiece call.
2	LCD Screen	<ul style="list-style-type: none"> Shows call information, handset status icons, prompt messages and so on.
3	Soft Keys	<ul style="list-style-type: none"> Label automatically to identify their context-sensitive features.
4	Speakerphone Key	<ul style="list-style-type: none"> Switches between the earpiece and speakerphone modes. Answers an incoming call
5	Handset Connector	<ul style="list-style-type: none"> Connects a headset.
6	Off-hook Key	<ul style="list-style-type: none"> Answers an incoming call. Enters the redial call list. Places a call.

7	Keypad	<ul style="list-style-type: none"> Provides digits, letters and special characters in context-sensitive applications
8	Star Key	<ul style="list-style-type: none"> Enters the star symbol. Switches the silent mode on or off.
9	Redirect Key	<ul style="list-style-type: none"> Transfers a call to another party.
10	Microphone	<ul style="list-style-type: none"> Picks up audio during earpiece and hands-free calls
11	Mute Key	<ul style="list-style-type: none"> Toggles Mute feature on or off.
12	Pound Key (#)	<ul style="list-style-type: none"> Enters the pound symbol. Locks or unlocks the handset keypad. Switches the input method.
13	On Hook Key/ Power Key	<ul style="list-style-type: none"> Long presses in the menu screen to return to the idle screen. Long presses to turn the handset on or off when the handset is idle. Cancels actions or ends a call. Rejects an incoming call.
14	Message Key	<ul style="list-style-type: none"> Indicates a new receiving voice mail or a missed call. Accesses the voice mail or the missed call list
15	 	<ul style="list-style-type: none"> Move the cursor. Act as shortcuts. Scroll through the displaying information.
	 	<ul style="list-style-type: none"> Move the cursor. Act as shortcuts. Adjust the ringer volume. Switch the values
		<ul style="list-style-type: none"> Confirms actions or enters the main menu

ICON INSTRUCTIONS




Icons appearing on the LCD screen are described in the following table

ICON	DESCRIPTION
	Anonymous Call
	Anonymous Call Rejection
	Missed Call
	Voice Mail
	Keypad Lock
	Silent Mode
	Do Not Disturb
	Call Forward
	Call Hold
	Call Mute
	Unassigned Outgoing Line

	Unusable Line
	Loudspeaker On
	Headset Mode On

TIPS FOR USING YOUR HANDSET

You can use your handset to place an internal or external call. You can place a call using the following call modes:

-  Earpiece mode—pressing the off-hook key to dial out.
-  Speakerphone mode—pressing the speakerphone key to dial out.
-  Headset mode—connecting a headset.

During the call, you can switch the call mode by pressing the corresponding keys or

connecting a headset. You can cancel the dialing operation by pressing the on-hook key. During the call conversation, you can press the left and right navigation keys to adjust the volume of the currently engaged audio devices (earpiece, headset or loudspeaker). The call duration is displayed on the LCD screen while the call is in progress

ANSWERING CALLS


You can answer a call in three ways:

- Using the earpiece
- Using the speakerphone
- Using the headset

ANSWERING WHEN NOT IN ANOTHER CALL

In all cases, the active call will appear on the LCD screen showing call duration and destination.

To answer a call using the earpiece:

1. Press  or the Accept soft key.

TO ANSWER A CALL USING THE SPEAKERPHONE MODE:



1. Press 

TO ANSWER A CALL USING THE HEADSET:

1. With a headset connected, press the Accept soft key.

ANSWERING WHEN IN ANOTHER CALL

If you are during an active call, an incoming call arrives on the handset, do the following:


1. Press  ,  or the Accept soft key.

The incoming call is answered and the original call is placed on hold.

ENDING CALLS

TO END A CALL:


Do one of the following:

- Press .
- Place the handset in the charger cradle.

CALL HOLD/ RESUME



You can place an active call on hold. At any time, at most one active call can be in progress on your handset. Another call can be answered and made while placing the original call on hold.

TO PLACE A CALL ON HOLD:


1. Press the Options soft key during a call, and select Hold.
2. The call is placed on hold and the  icon is displayed on the LCD screen.

TO RESUME A HOLD CALL:

Do one of the following:

- Press the Resume soft key.
- Press .
- Press .







TWO CALLS ON HOLD:


If two calls are placed on hold on the handset, press the Resume soft key to resume the current call. Press , or the Swap soft key to swap between two calls.



DO NOT DISTURB DND

You can activate or deactivate the DND mode on a per-line basis. If DND mode is activated for a specific line, all incoming calls to the line will be rejected automatically, and the callers will hear a busy signal.

TO ACTIVATE DND MODE FOR A SPECIFIC LINE:

- Press  to enter the main menu.
- Select  ->Do Not Disturb. The LCD screen displays the incoming lines currently assigned to the handset.
- Press  or  to highlight the desired line, and press the OK soft key.
- Press  or  to select Enabled from the Status field.
- Press the OK soft key to accept the change.

The  icon on the idle screen indicates the DND mode is activated. You can press the Line soft key when the handset is idle to check the line status.


The  icon in the bottom of a line indicates that the DND mode is activated for this line. The handset will reject all incoming calls to the line, and the LCD screen displays the missed call icon  followed by the number of missed calls

CALL TRANSFER

You can transfer a call to another party in one of the following ways:

- **BLIND TRANSFER:** Transfer a call directly to another party without consulting.
- **SEMI-ATTENDED TRANSFER:** Transfer a call when receiving the ring-back.
- **ATTENDED TRANSFER:** Transfer a call with prior consulting.

TO PERFORM A BLIND TRANSFER:

1. Press the Options soft key during a call, and select Blind Transfer.
2. Do one of the following:
 - Enter the number or select the handset you want to transfer the call to.
 - Press , or the Transfer soft key.
 - Press the Directory soft key, and select the desired contact.
 - Press the Call soft key.

If both the office number and the mobile number of the contact are stored, select the desired number and press or the OK soft key to dial out

3. Press or the Transfer soft key to complete the transfer when receiving the ring-back. The LCD screen prompts “Call Transferred”.

TO PERFORM A SEMI-ATTENDED TRANSFER:

- Press the Options soft key during a call, and select Transfer.
- Do one of the following:

Enter the number or select the handset you want to transfer the call to.

Press or the Transfer soft key to dial out.

- Press the Directory soft key, and select the desired contact.
- Press the Call soft key.

If both the office number and the mobile number of the contact are stored, select the desired number and press or the OK soft key to dial out.

3. Press or the Transfer soft key to complete the transfer when receiving the ring-back. The LCD screen prompts “Call Transferred”.