DT930 IP Touch Panel Phone Quick Start Guide

Voice Services

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DT930 IP touch Panel Phone Start Guide

DT930 IP TOUCH PANEL PHONE

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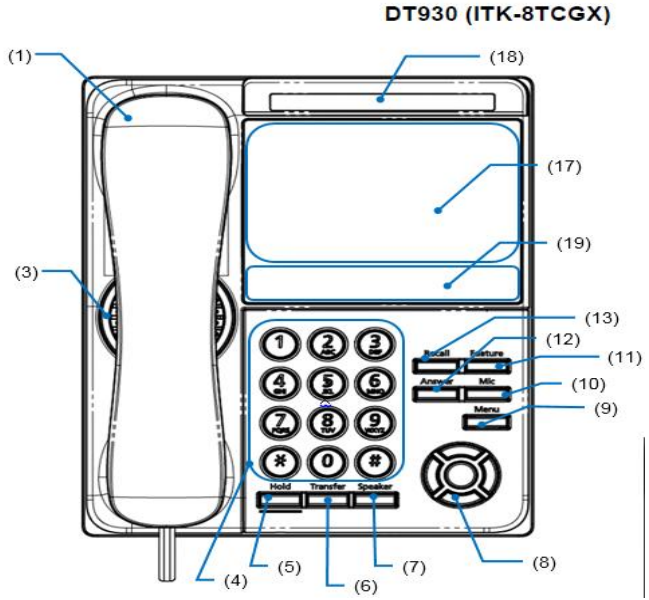

No.	Name	Function
(1)	Handset	Used for sending/receiving voice.
(2)	Back Key	To return to previous window.
(3)	Speaker	Originating a call with handsfree.
(4)	Dial Keypad	Dial the called party number or feature access code.
(5)	Hold key	To place a call on hold.
(6)	Transfer key	Allows the terminal user to transfer established calls to another terminal, without attendant assistance.
(7)	Speaker Key (with light)	To control the built-in speaker which can be used for handsfree dialing or monitoring.
(8)	Cursor Key	**Enter key** To determine the selected item in the menu. Also, this key is used as cursor-movement key on the local menu of the terminal. This terminal has Shortcut Menu for frequently-used features. Use this key to display the Shortcut Menu (Note: For only classic mode) **Volume (UP/DOWN) key** Used to adjust speaker/receiver volume, and ringer volume. **Right key (Directory)** Press this key to open the Directory menu. (Note: For only classic mode) **Left key (Redial)** Press this key to activate Redial feature. Press Redial and scroll back through numbers that have been dialed. When the desired number is display, press or to activatedialing. (Note: For only Classic Mode)
(9)	Menu Key	To access the menu of terminal.
(10)	Mic Key	To respond handsfree. LED lights during speakerphone operation.
(11)	Feature Key (with light)	To activate features such as terminal setup and to program One-Touch Speed Calling keys.

Status Icon

When a voice mail recording is received, an icon is displayed in the information area. This allows you to quickly identify that you have unread voice mail messages.

The following lists the icons and what they indicate.

Icon	Icon Name	Description
	Missed Call	Indicates a missed call. The arrival time of the call is provided.
	Voice Mail Arrival	Indicates a voice mail message has been left in your mailbox.
	Sound Coding	Indicates a sound has been encrypted.
	Call Recording	When Call Recording is activated, one of the status icons display the status of the call recording.
	Power Save	Indicates the telephone is in power save mode.
	Headset	Displays when the headset is in use.

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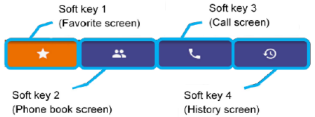
DT930 IP Touch Display Example

Display Example for DT930 (ITK-8TCGX – Touch Panel Model)

Local Softkey Indication

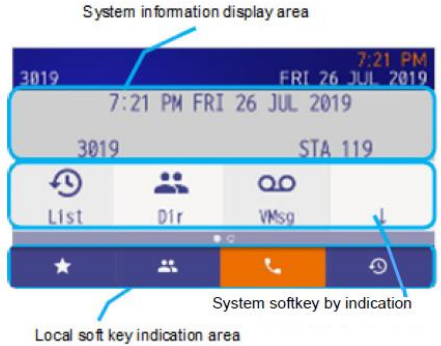
The following local softkeys are indicated.



- Local Softkey 1
  Go to Favorite screen.
- Local Softkey 2
  Go to Personal Phone Book or a System Phone Book.
- Local Softkey 3
  Go to call screen. Use this feature when you make a call or system service, etc.
- Local Softkey 4
  View call history data.

Call Screen

This screen is displayed by pressing local softkey 3 at the Favorite screen.

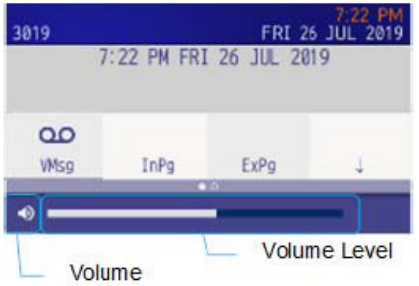


System Information Area

A character information from a system is indicated.

System Softkey Area

The soft keys that are provided by the system are displayed in this area. It cannot be selected by pressing local soft key.



Adjust Handset Receiver Volume

It is possible to adjust the volume level of handset receiver during a call in progress while using handset.

To adjust the volume, press the UP or DOWN key while off-hook or during a call using the handset.

Adjust Speaker Volume

It is possible to adjust the volume level of speaker during a call in progress using speaker. To adjust the volume, press UP or DOWN key during speaker phone operation or during a call using the speaker.

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Make a Call with a Headset

1. Lift the handset or press the Speaker key.
2. Dial the required number (For external calls, dial the Trunk access Code 9 first).

Make a Call with the Speaker phone

1. Press the Speaker key
2. Dial the required number (For external calls, dial the Trunk access Code 9 first).

Mute your Audio

1. Press Mic
2. Press Mic again to turn mute off

Access Your Voicemail Service

1. Dial 8999 to access your voicemail.
2. When prompted entered your password.

Transfer a call

1. Press the Transfer Key while speaking to someone.
2. Enter the number of the person you wish to transfer.
3. Press the Conf window on the touch screen to talk to both parties at same time OR
4. Hang-up to transfer the call.

*You can hang-up before the second person answers to transfer the call without announcing to the second person.

DT930 IP Touch Panel Phone Start Guide (cont.)

Setting up your voice mail

1. Press Feature.
2. Press Enter.
3. Dial desired “Voicemail System” access code.
4. Press Feature again.

Originate your voice mail

1. Press one-touch key registered voicemail access.
2. Hear ring back tone.
3. Next, follow the voicemail guidance. For more details, refer to the voicemail user guide

Mute your Audio

1. Press Mic
2. Press Mic again to turn mute off

Access Your Voicemail Service

1. Dial 8999 to access your voicemail.
2. When prompted entered your password.

Answer a call

1. Press the Answer key.
2. Lift the handset or press the Speaker key and talk hands free.

*If you are talking hands free, you will need to turn on your microphone to be heard. To do this, simply press the Mic key on your handset.

Transfer a call

While you are already talking to someone, regardless if they called you or you called them, press the Transfer key.

You will hear a broken dial tone. Enter the number of the person you wish to transfer the call to, during this time the other person is placed on hold.

When the second person answers you can:

- Press the Transfer key again to alternate between the parties
- Press the CONF window on the touch screen to talk to both parties.
- Hang up to transfer the call.

Note: You can hang up before the second person answers to transfer the call without announcing it to the second person.

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Transfer with two other people (Conference)

While you are already talking to someone, regardless if they called you or you called them, Press the Transfer key.

- You will hear a broken dial tone. Enter the number of the person to whom you wish to transfer the call.
- When the second person answers you press the CONF window on the touch screen.

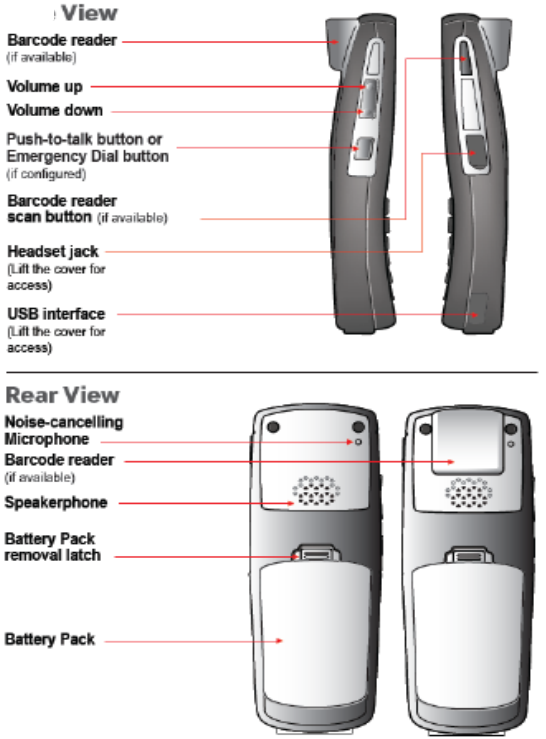
You can hang up at any time to exit the conference. The other two parties will remain connected.

Spectralink 8400 Phone Quick Start Guide

Spectra link Handset Features

Understanding the handset features

The front, back, and side views of your handset will orient you to the location of the keys, buttons, and other physical features documented in this guide.



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Assistance and Support

- If you are having an issue or need help setting up a phone, contact the VUMC IT Help Desk at 615-343-4357 (HELP) or submit a Pegasus ticketing using the following link: https://pegasus.vumc.org/ViewCI.aspx?id=143135.
- Information on how to submit a Pegasus Ticket is here.

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