

Avaya 9504 Telephone Key Guide

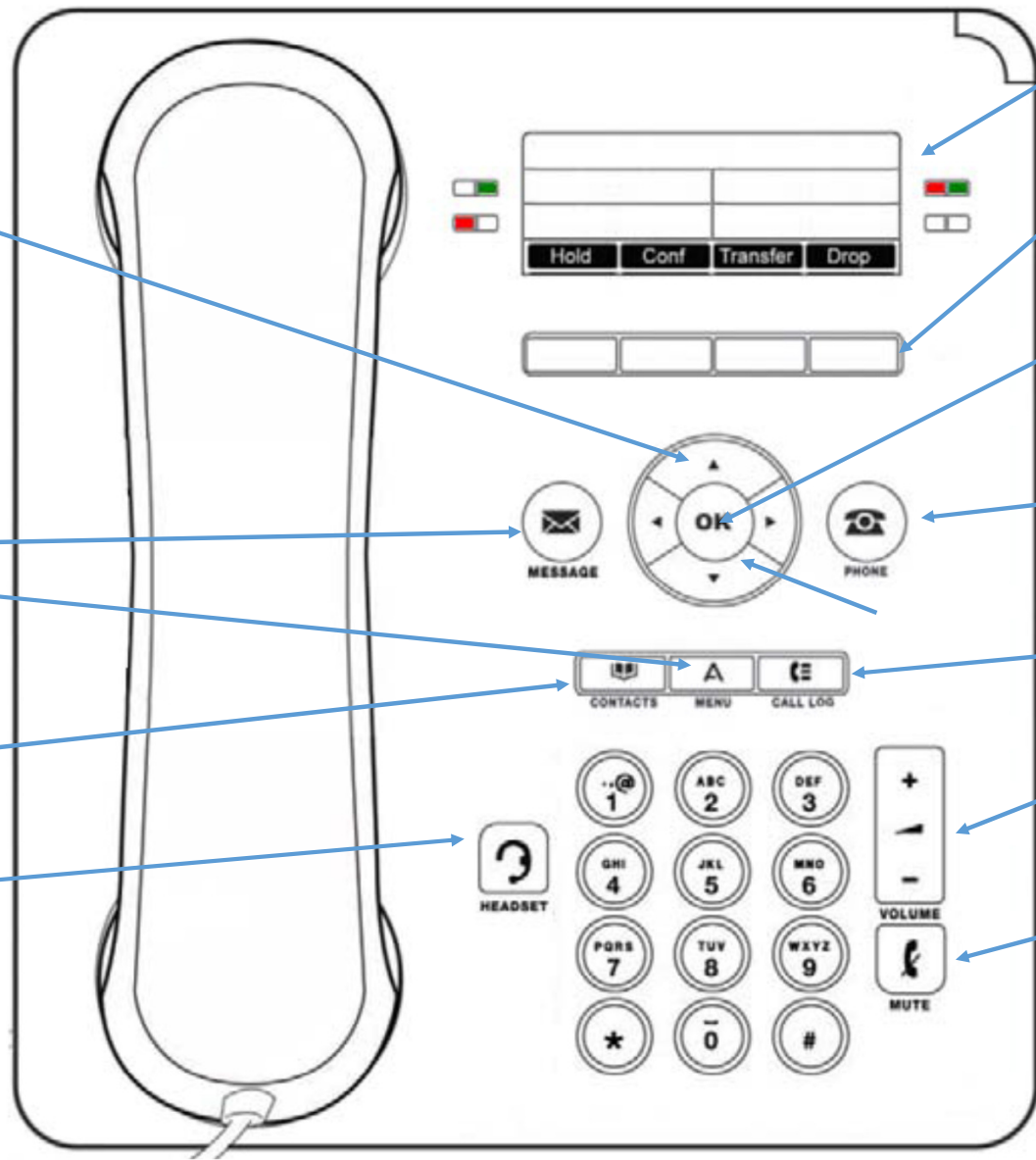
Navigation Keys - Press the up and down arrow keys to scroll through lists. The arrow icons indicate where you are in a list. In some menus, you can also use the left and right arrow keys to enter and exit different levels of the menu. A menu option that accesses a sub-menu is indicated by the ... Dots (ellipsis) icon after its name. In some menus, the and symbols in the display indicate a value that can be changed by pressing the left and right arrow keys.

Message - This key is used to access your voicemail system. By default this uses a series of menus on your phones display.

MENU - This key is used to access a menu for phone settings and information.

CONTACTS - This key is used to display the various directories (personal and shared) of names and telephone numbers to which you have access.

HEADSET - This key is used to answer and end calls using a headset connected to the phones headset socket. The button is lit when you are connected to a call using the headset.



Appearance Keys - These button represent calls that you can make or receive; OR
Feature Buttons - Those key not configured as appearance keys can be used for other functions.

Soft Keys - These 3 keys below the display have variable functions. When the key is active, its function is indicated by the text label above it. The left hand key is usually linked to the OK key.

OK - The OK key normally matches the function offered by the left hand soft key below the screen.

PHONE/EXIT - This key is used to exit any menu you are in and return to the appearance buttons menu. During a call it can also be used to toggle the options displayed on the appearance menu.

CALL LOG - This key displays a record of you most recent answered, missed and outgoing calls. The button is illuminated when you have new missed calls.

VOLUME - Press + plus or - minus on the Volume key to adjust the volume of the incoming call. Separate volumes can be adjusted for the ringer, handset, headset and speaker.

MUTE - This key can be used to mute your speech to the currently connected call. The button is lit while mute is active.