# LIP-8002 IP Phone User Guide

**Settings button**
Use to access the LCD Menu for display and modification of IP Phone configuration.

**Navigation Controls**
**Left,** use to go to the previous menu in the settings menu,
**Up,** use to view Call Log when phone is idle.
**Down,** use to access Phone Book while phone is idle.
**OK,** use to select a current item or save value in LCD Menu and use to retrieve a hold call in the hold state.

**Redial button**
Use to dial the last number dialed.

**Mode/Forward/Transfer button**
In editing state, use to switch the input mode.
In idle state, use to set the call forwarding configuration.
In call state, use to transfer your active call.

**Mute button**
Toggle microphone On and Off.

**Volume controls**
Use to adjust volume of Ring, handset and speaker.

**Delete/Conference button**
In editing state, use to delete a letter in front of the cursor or clear entire string.
In call state, use to initiate, cancel or join the conference call.

**Speakerphone button**
Toggle speakerphone On and Off.

**Dial pad**
Use to dial numbers.
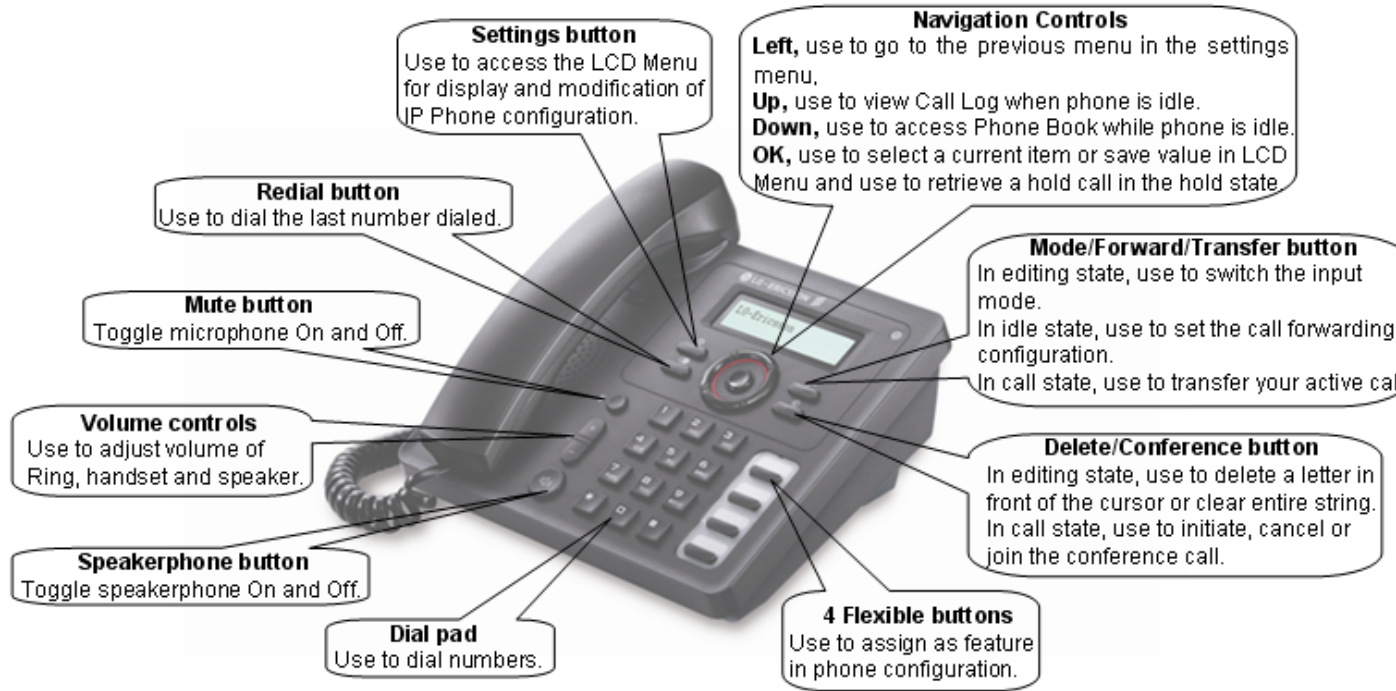
**4 Flexible buttons**
Use to assign as feature in phone configuration.

## Placing a Call
- Dial an extension number
- *Or:* Dial the external number required, phone will start to dial after 3 seconds

## Call Transfer
- While connected to an outside line, press the **Mode/Forward/Transfer** Button
- Dial the desired extension number, (**700-899**)
- Hang up to complete call transfer
- *Or:* Announce the call, then hang up to complete call transfer

## External Call Transfer
- While connected to an outside line, press the **Mode/Forward/Transfer** Button
- Enter in the external number
- Hang up to complete call transfer

## Holding Calls
To place call on hold
- Press the **HOLD** button and hangup
To retrieve
- Press the **HOLD** button and lift the handset

## Retrieve a Parked Call
- Dial the Call Park Location (**601-609**)

## Call Pick-up
- Dial ***1** to answer an unattended phone ringing in your area

## Using Speed Dial Numbers
- Dial ***9** followed by the speed dial bin number (**01-19 or 200-999**)

## Redial
- Press the redial button, to ring last dialed number (memory 100)

## Call Log
- Press Call Log to view missed, received and placed calls, scroll through to number and press ok button

## Voice Mail
**Dial 999, enter password: <extension number> plus your password**

*Greetings:*

| | |
|---|---|
| **Record Greeting** | Press **8** |

*Messages:*

| | |
|---|---|
| **Retrieve Message** | Press **1** |
| **Delete Message** | Press **3# or Delete Soft Key** |
| **Save/Skip Message** | Press **2** |
| **Replay Message** | Press **1** |

## Call Forward
- Press the **Mode/Forward/Transfer** Button
- With the Navigation Control buttons you can select different modes of call forward

  *All Calls*
  *On Busy*
  *No Answer*
  *Busy or No Answer*

- Pres OK (Middle Navigation button) and enter in the number you wish to divert to. **700-899** for other extensions, **999** For Voicemail

## To cancel a Call Forward
- Press the **Mode/Forward/Transfer** Button

## Retrieving Voice Mail Messages Externally (DDI's)
- Dial **DDI Number**
- During Message press *key
- Enter Authorisation Code (2 to 5 digits) followed by #
- Follow prompts

## Holding Calls
To place call on hold
- Press the **HOLD** button and hangup
To retrieve
- Press the **HOLD** button and lift the handset

## Retrieve a Parked Call
- Dial the Call Park Location (**601-609**)

# Telephonics
### TELECOMMUNICATION SPECIALISTS

## iPECS LIP-8002 IP Phone User Guide

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### TELECOMMUNICATION SPECIALISTS

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## LG-ERICSSON