Feature availability is based on the original order and the system administrator’s requests for each deployment. Please contact your system administrator or Telesystem directly to discuss any additions to the system.

**Dynamic Touchscreen:** Display shows any available options while on or off a call. Tap to use features on screen. Swipe to see additional options.

**Volume:** Adjust ringer or speaker volume.

**LED Indicators:** Lit while call is in progress. Tap the indicator to enable/disable mute (red while muted, green while exchanging audio).

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**Call Handling**

**Place a call**
To place a call, tap on the **Place a Call** icon. Enter the contact’s phone number on the keypad then tap the **Dial** key.

**Answer/End a call**
To answer an incoming call, tap the **Answer** icon. To end an active call, tap **Hang Up**.

**Hold**
To hold and un-hold a call:
- Tap the **Hold** key.
- Tap the **Resume** key.
If more than one call is on hold, first select the call you wish to reconnect with then tap **Resume**.

**Conference**
To initiate a conference call while on an active call:
- Tap on the **Add** icon.
- Enter the second contact’s phone number or extension. The contact is added to the conference after they answer the call.

Join an active call and a call on hold by using the **Merge Calls**.

*If you hang up, you will be removed from the conference and transfer the other two parties to each other.*

**Consultative Transfer**
To speak to the third party privately before transferring a call to them:
- Tap **Consult**
- Input the destination extension or phone number
- Remain on the line while the second call connects.
  - To complete the transfer after speaking with the third party, either hang up, tap **Complete Transfer**.
  - To cancel the transfer and go back to the first party, tap the **Cancel**

**Blind Transfer**
To transfer a call directly to the third party:
- Tap **Transfer**
- Input the destination extension or phone number

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**Other Features**

**Recent Calls**
To access Recent Calls list:
- Tap the **Recent Calls** icon on the home screen
- Scroll, tap, or swipe the log to manage the most recent calls

**Voicemail**
To access voicemail:
- Tap Settings- Features- Voicemail - Message Center
- Select a line then Connect to the voicemail box.
- Follow the voice prompts to manage your mailbox.