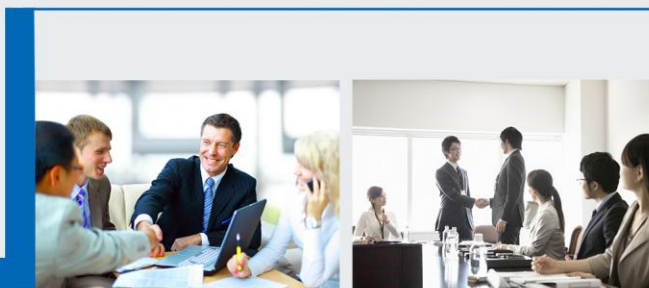


How to Make a Conference on Htek IP Phones



Over view

You can set up a conference call with other four parties. It supports up to 5 parties (including yourself) in a conference call.

There are five Htek IP Phones: DUT, A, B, C, D.

How to set up a conference call

DUT calls ABCD, then presses "Conference" key

1. DUT calls A, A answers.

DUT and A are talking and the audio is OK.

2. DUT presses "Hold" key->presses "New Call" key->enters the B number->presses "Send" or "#" key->B answers.

A is held. DUT and B are talking and the audio is OK.

3. DUT presses "Hold" key->presses "New Call" key->enters the C number->presses "Send" or "#" key->C answers.

A and B are held. DUT and C are talking and the audio is OK.

4. DUT presses "Hold" key->presses "New Call" key->enters the D number->presses "Send" or "#" key->D answers.

A, B and C are held. DUT and D are talking and the audio is OK.

5. DUT presses "Conference" key.

Conference will be set up. DUT, ABCD and DUT are in the conference and all audio is OK.

DUT calls ABC, presses "Conference" key, DUT calls D

1. DUT calls A, A answers.

DUT and A are talking and the audio is OK.

2. DUT presses "Hold" key->presses "New Call" key->enters the B number->presses "Send" or "#" key->B answers.

A is held. DUT and B are talking and the audio is OK.

3. DUT presses "Hold" key->presses "New Call" key->enters the C number->presses "Send" or "#" key->C answers.

A and B are held. DUT and C are talking and the audio is OK.

4. DUT presses "Conference" key.

Conference will be set up. ABC and DUT are in the conference and all audio is OK.

5. DUT presses "Hold" key->presses "New Call" key->enters the D number->presses "Send" or "#" key->D answers.

A, B and C are held. DUT and D are talking and the audio is OK.

6. DUT presses "Conference" key.

Conference will be set up. ABCD and DUT are in the conference and all audio is OK.

DUT calls ABC, presses "Conference" key, D calls DUT

1. DUT calls A, A answers.

DUT and A are talking and the audio is OK.

2. DUT presses "Hold" key->presses "New Call" key->enters the B number->presses "Send" or "#" key->B answers.

A is held. DUT and B are talking and the audio is OK.

3. DUT presses "Hold" key->presses "New Call" key->enters the C number->presses "Send" or "#" key->C answers.

A and B are held. DUT and C are talking and the audio is OK.

4. DUT presses "Conference" key.

Conference will be set up. ABC and DUT are in the conference and all audio is OK.

5. D calls DUT, DUT answers.

A, B and C are held. DUT and D are talking and the audio is OK.

6. DUT presses "Conference" key.

Conference will be set up. ABCD and DUT are in the conference and all audio is OK.

ABCD calls DUT, DUT presses "Conference" key

1. A calls DUT, DUT answers.

DUT and A are talking and the audio is OK.

2. B calls DUT, DUT answers.

A is held. DUT and B are talking and the audio is OK.

3. C calls DUT, DUT answers.

A and B are held. DUT and C are talking and the audio is OK.

4. D calls DUT, DUT answers.

A, B and C are held. DUT and D are talking and the audio is OK.

5. DUT presses "Conference" key.

Conference will be set up. ABCD and DUT are in the conference and all audio is OK.

During the conference call, DUT can do the following actions:

- Press the "Hold" key to place the conference on hold. Members of the conference will hear the hold music.

Press the "Resume" key to resume the conference. DUT and members of the conference will be in normal talk.

- Press the "Split" key to split the conference call into four individual calls on hold.

Press the "Resume" key. Then press the "Conference" key to set up the conference again.

- Press the "Mute" button to mute the conference call. The "Mute" button is on (red) and the mute icon will show on the LCD. Members of the conference can't hear the DUT's voice, but DUT can hear the members' voice.

Press the "Mute" button again. The conference will be normal. Members of the conference can hear the DUT's voice.

- Press the "End Call" key to drop the conference call.