

Universal shortcut codes

Verizon Business
Digital Voice Service

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Shortcut Codes

- *72 Call Forwarding Always Activation**
Redirects all incoming phone calls to another number, such as a mobile phone or another user within your company. After dialing the assigned code, dial the phone number to redirect calls, then press the pound key (#).
- *73 Call Forwarding Always Deactivation**
Disables Call Forwarding Always.
- *21 Call Forwarding Always to Voice Mail Activation**
Sends all incoming calls to Voice Mail.
- *24 Call Forwarding Always to Voice Mail Deactivation**
Deactivates the Call Forwarding Always to Voice Mail.
- *68 Call Park**
"Parks" a call on your extension or on another user's extension. Once a call is parked, it can be retrieved from another phone by using the Call Retrieve Feature Access Code. To park a call, dial *68 followed by the extension where you want to park the call, or the pound key (#) to park the call on your own extension.

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- *88 Call Retrieve**
Retrieves a parked call. Enter *88 followed by the extension the call is parked on. If the call is parked on your own extension, press the pound key (#).
 - *55 Direct Voice Mail Transfer**
Transfers a call on hold directly to Voice Mail. The call can be transferred to your voice mailbox or to any other voice mailbox in the group. For example, to transfer a call to another user's Voice Mail, press the soft key, then enter *55 followed by the user's extension.
 - *78 Do Not Disturb Activation**
When Do Not Disturb is enabled, your phone does not ring and all calls go directly to Voice Mail.
 - *79 Do Not Disturb Deactivation**
Disables Do Not Disturb.
 - *69 Last Call Return**
Dials the last number that called your phone.
 - *66 Last Number Redial**
Redials the last number placed from your phone.

For support, visit businessdigitalvoice.verizon.com



Shortcut Codes

- *72** **Call Forwarding Always Activation**
Redirect incoming phone calls to another number within your company. Dial *72, then the phone number, followed by the pound key (#).
- *68** **Call Park**
Dial *68 followed by the extension to park the call on, or the pound key (#) to park the call on your own extension.
- *88** **Call Retrieve**
Enter *88 followed by the extension to retrieve a parked call. If the call is parked on your own extension, press the pound key (#).
- *55** **Direct Voice Mail Transfer**
Transfer a call to another user's Voice Mail, press the Transfer soft key, then enter *55 followed by the user's extension.
- *78** **Do Not Disturb Activation**
- *79** **Do Not Disturb Deactivation**
- *69** **Last Call Return**
- *66** **Last Number Redial**
- *73** **Call Forwarding Always Deactivation**
- *21** **Call Forwarding Always to Voice Mail Activation**
- *24** **Call Forwarding Always to Voice Mail Deactivation**

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How to use your IP phone

Verizon Business Digital Voice Service



verizon[✓]

Model T40G

Voice Mail Tree Diagram

Main menu		Voice mailbox		Listen to messages		Additional options	
Access voice mailbox	1	Listen to messages	1	Save message	#	Reply to current message	1
Record your name	3	Change Busy greeting	2	Erase message	7	Record your name	3
Change passcode	8	Change No Answer greeting	3	Repeat message	2	Change passcode	8
Exit menu	9	Compose & send new message	5	Play message	5	Exit menu	9
Repeat menu	#	Delete all messages	7	Additional options	9	Repeat menu	#
		Go to Voice Portal	*	Go to previous menu	*		
		Repeat menu	#				
		Record your name		Change Busy greeting			
		Record your name	1	Record a new Busy greeting	1		
		Play current recording	2	Play current greeting	2		
		Go to previous menu	*	Revert to default greeting	3		
		Repeat menu	#	Go to previous menu	*		
				Repeat menu	#		
				Change No Answer greeting			
				Record a No Answer Busy greeting	1		
				Play current greeting	2		
				Revert to default greeting	3		
				Go to previous menu	*		
				Repeat menu	#		

Additional Phone Features

Call Conference

Tap the Conf soft key to place the active call on hold, enter the number of the second party, and then tap Send. When the second party answers, tap the Conf soft key again. Tap the End Call soft key to disconnect all parties.

Contact Directory

Edits can only be made when the phone is not in use.

To make changes:

Tap the Directory soft key, and then tap All Contacts.

Add: Tap Add soft key and follow the prompts.

Edit: Select contact using Arrow keys, then Option, then Detail. Make edits, tap Save.

Delete: Select contact using Arrow keys, then Option. Tap Delete, then tap OK.

Call Forward

Edits can only be made when the phone is not in use.

To enable: Tap Menu soft key, then tap Features, and then Call Forward.

Select the Forward type:

Always Forward: Incoming calls are forwarded unconditionally.

Busy Forward: Incoming calls are forwarded when the phone is busy.

No Answer Forward: Incoming calls are forwarded if not answered after a period of time.

Enter the number you want to forward to and then tap Save soft key.

Blind Transfer

Press Transfer soft key to place an active call on hold. Enter the number you want to transfer to. Press the B Transfer soft key.

Semi-Attended Transfer

Press Transfer soft key to place an active call on hold.

Enter the number you want to transfer to.

Tap Send soft key.

Press the Transfer soft key when you hear the ring-back tone.

Attended Transfer

Press Transfer soft key to place an active call on hold.

Enter the number you want to transfer to.

Tap Send soft key.

Press the Transfer soft key when the second party answers.

Icons



Received Calls



Placed Calls



Missed Calls



Forwarded Calls



Directory



Speed Dial



Transfer



Conference



Call Forward



Hold/Public Hold/Private Hold



DND



Wired network is unavailable



Hands-free (speakerphone) Mode



Handset Mode



Headset Mode



Voice Mail



Text Message



Auto Answer



Keep Mute



Ringer Volume is 0



Phone Lock

How to Use Your Phone

Place a Call

Handset: Pick up the handset, enter the number, tap **Send**.

Speakerphone: Press **☎**, enter the number, tap **Send**.

Headset: Press **📞**, enter the number, tap **Send**.

Answer a Call

Handset: Pick up the handset.

Speakerphone: Press **☎**.

Headset: Press **📞**.

End a Call

Handset: Hang up or tap End Call soft key.

Speakerphone: Press **☎** or tap End Call soft key.

Headset: Tap the End Call soft key.

Voice Message

A message waiting indicator will appear on the display screen.

Also, the power indicator LED slowly flashes red.

To listen: Press **📞** and follow the voice prompts.

Visit businessdigitalvoice.verizon.com
for more information or scan the QR Code.



Learn Your New Handset

Refer to the keys below for phone features and instructions for use.



Yealink 3-line IP Phone (PoE)

Line Keys – 3 with LED | Ethernet Connectivity – 2x RJ45 10/100/1000 Ethernet ports

Display Type – 2.3" 132x64-pixel graphical LCD w/ backlight | Headset Support – Headset, EHS support

Power Supply (Warranty 1 year)

4 Configuring VoIP Parameters



To make VoIP calls, register with an ISP and obtain the account and SIP proxy information.

To configure VoIP parameters:

1. From the menu bar in the left pane, click **Voice Over IP**; the Voice Over IP page opens in the right pane.
2. Click the **Line Settings** tab, select check boxes only of lines that are connected to telephones (clear those not connected), and click **Apply**.
3. Click the **Action** icon corresponding to your FXS telephone lines, and then in the Line Settings page, configure the parameters with values provided by your ISP.
4. Click the **Signaling Protocol** tab and then select the 'Use SIP Proxy' check box. In the 'Proxy IP Address or Host Name' field, enter the ISP's proxy IP address or host name as provided by your ISP. Click **OK** to complete the VoIP configuration.



To verify successful registration to the Proxy server, ensure that the **PHONE** LEDs flash green, or in the **Voice over IP** tab (System Monitoring menu), the entry 'SIP Registration' displays "Registered" for the configured FXS lines.

5. Pick up the phone receiver and listen for the dial tone; you're now ready to make an outgoing VoIP call.

Notice Information

This Quick Guide describes the quick setup for MP-202 Telephone Adapter model. Information contained in this document is believed to be accurate and reliable at the time of printing. However, due to ongoing product improvements and revisions, AudioCodes cannot guarantee accuracy of printed material after the Date Published nor can it accept responsibility for errors or omissions. Updates to this document can be downloaded from AudioCodes' Website at <https://www.audiocodes.com/library/technical-documents>.

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AudioCodes MP-202 FXS Telephone Adapter

MP-202 Quick Installation Guide



1 Before Installing

Congratulations on purchasing your **AudioCodes MP-202 FXS Telephone Adapter**. Before you begin using the device, make sure that the following items are included in the shipped box:

- ✓ AudioCodes' MP-202 FXS Telephone Adapter
- ✓ A 12V AC/DC power cord adaptor (use only supplied)

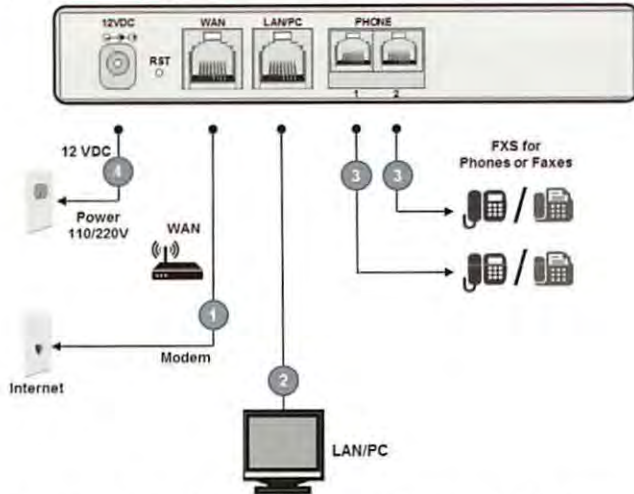
You'll also need (not supplied by AudioCodes):

- ✓ A broadband Internet connection (e.g., Cable or DSL modem)
- ✓ Analog telephones
- ✓ A personal computer
- ✓ RJ-11 telephone cables
- ✓ Two RJ-45 Ethernet cables

2 Cabling and Installing MP-202

☛ To cable and install MP-202:

1. Connect the MP-202's Ethernet connector labeled **WAN** to your cable or DSL modem, using the Ethernet cable.



2. Connect the MP-202's Ethernet connector labeled **LAN/PC** to your PC, using the second Ethernet cable.

3. Connect the MP-202's telephone ports labeled **PHONE** to analog telephones, using the RJ-11 telephone cables.
4. Connect MP-202 to a standard 110/220 VAC electrical wall outlet, using the AC/DC power adaptor; the **POWER** LED is lit (green) and when initialization completes (~ 1 minute), the **STATUS** LED changes from red to green.

3 Configuring Network Parameters

☛ To configure network parameters:

1. On your PC, verify that the Local Area Connection status is "Connected", by clicking **Start > Settings > Network Connections**, and then double-clicking the **Local Area Connection** icon.
2. If the LAN status is "Disconnected", click **Properties**, select 'Internet Protocol (TCP/IP)', and then click **Properties**; ensure that the 'Obtain an IP address automatically' option is selected.
3. Open a Web browser and enter the URL address **http://MP20x.home** (or **http://MP202.home**):

Address

The MP-202 embedded Web server's 'Welcome' screen is displayed.

4. Define a new password (record and retain it for future reference).
5. In the Quick Setup page, select the Internet connection method. Consult with your ISP for the required connection type (DHCP, PPPoE, PPTP or L2TP), and then click **OK**. The Network map displays the elements connected to MP-202. Your PC is now connected to the Internet and you are ready to configure VoIP parameters.



If there is no Internet connection, a red "X" appears below the globe icon on the MP-202 Web server's Home page. Consult with your ISP for valid connection parameters.