Ericsson–LG Enterprise iPECS 1030i Handset Key Features Guide



1030i Button Layout

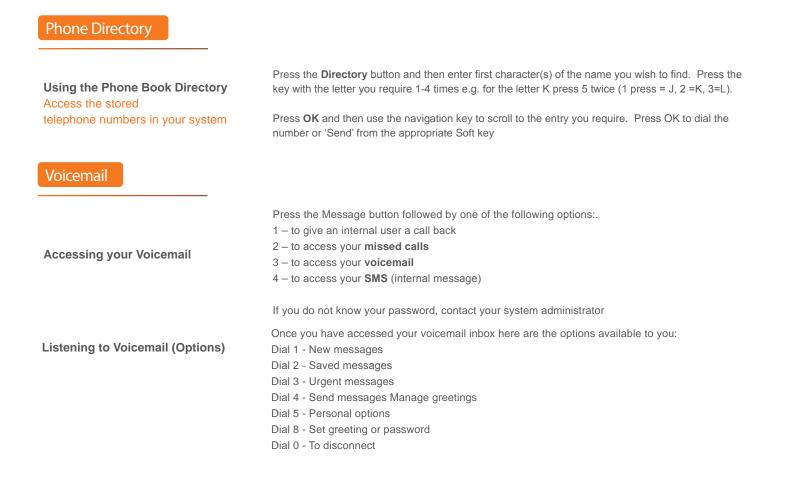


The 1030i has 18 programmable keys across 3 pages

Phone Guide

Fixed Buttons

- MSG: Accesses message boxes
- Mute: Mute the call so that the caller cannot hear your voice.
- Headset (icon): If a headset is plugged in this button allows you to toggle between the headset and handset.
- Dir: Allows you to search the directories using alpha dialling
- **Trans:** Transfer the current active call or access the Program menu while the phone is idle.
- DND (Do-Not-Disturb): Blocks incoming calls. You can also activate Do-Not-Disturb while the phone is ringing - this terminates the call and the caller will get a busy tone.
- Hold: Place a call on hold the caller will receive on-hold music or comfort tones.
- **Menu button:** Access the settings for your phone, such as changing the font and display or changing configuration.
- **Volume button:** Adjust the Ring, Headset, Handset, and Speaker volume.
- **Speaker button:** Toggle the speakerphone On and Off during a call. The button will automatically illuminate when the phone is in menu mode.
- Flexible buttons: A line or feature can be assigned to these buttons.
- LCD screen: Phone interface for status, dialing directories, and text message information.
- Soft Keys: These buttons are interactive and have a changing function based on the phone's status.



Dealing with calls	
Answering an Incoming Call	Lift the handset or press the speaker key. To answer a call on another extension us the PICKUP soft key. If there is a call ringing on an extension that you have programmed under a Flex key, press the flashing light to answer that call and lift the handset.
Making an External Call	Lift the handset and dial a 9 for an outside line, followed by the number that you require. If you don't lift the handset you can dial a 9 to activate handsfree mode. Alternatively, select the 'Line' key that is programmed in your Flex keys.
Making an Internal Call	Lift the handset and dial the extension number or press the flex key assigned to the contact.
Rejecting a Call	Press the DND button when a call comes in.
Parking a call	
Parking a call	To park an active external call, press Transfer , dial the park code (i.e. #601 for Park 1) or use the Park key if it's been programmed as a Flex key, and hang up to return to idle. To retrieve a parked call, lift the handset and dial the park code.
Camp On (Call Waiting)	When dialling an extension that is engaged, the Camp On feature allows the station to be notified that there is a call waiting. Press * to wait off-hook or Message to request a call back.
Transferring a call	
Transferring a Call	During an active call, press either the Transfer button or the TRANS soft key. Dial the extension number, external number or press the programmed flex key. Either speak to the recipient to announce the call, or simply hang up to complete the call transfer.
Returning to Caller from a Transfer	Press the Green flashing flex key or the Transfer button.
Redialling a number	
Call Log List of phone numbers called and received	Press the LOG soft key. Scroll through the list using the Navigation buttons. To redial a number press the SEND soft key To find out information on the call press the DETAIL soft key. Press BACK to exit.
Features	
Do-Not-Disturb	Press the DND key to activate. Press the DND key again to deactivate.
Makes your extension unavailable	Please note that this is not available on the attendant handset.
Ad Hoc Conference Calls Group calling (3 or more callers)	To call the first party, follow "Making an External/internal Call" above for instructions. Once connected press the assigned flex key Call the second party (as above). Once connected, press the assigned flex key twice to connect the calls.
Programming Call Forward (Routes your calls to another extension/group/speed dial) All these features will override your voicemail functions.	 Press the Right arrow on the navigation key until you see FWD in the Soft keys and select it. Then choose from the following options: 1 - Unconditional Forward (forwards all calls instantly) 2 - Busy Call Forward (Only forward calls when you are on the phone) 3 - No Answer Call Forward (Only forwards calls if you don't answer) 4 - Busy / No Answer Call Forward (Mix of 2 & 3) 5 - To disable call forwarding, access the FWD soft key and press #

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