

## Change the language

1. Press the **Home** button 
2. Tap **Settings**  →  **Language & input** (under *Personal*)
3. Tap **Language**
4. Select the language from the list

## First time login to Wildix Phone app

After the phone has booted, Wildix Phone app opens automatically.

To log in, fill out the fields:

- **Domain:** PBX name or PBX IP address
- **User name:** enter your extension, or Full name, or email
- **Password:** enter your WEB password

*Note: you can also use Google / Office 365 Single Sign-on option*

## Menu overview



## BLF keys

BLF keys must be set up in *Collaboration Settings* → *Function keys*. This phone supports up to 120 BLF keys.

*You can change the number of BLF keys displayed per page in Settings → Advanced.*

## Change user status

Tap **User status** menu to set user status DND / Away.

*You can add your status message and, by checking the field "until", set the time and date when DND/Away status should go back to Available.*

## Place a call

- Manually: enter the phone number and then tap the green button.
- Search in phonebook: start entering a number / a name, results that match your search are listed below, tap on the contact to place a call.
- From history: tap **History** menu. tap the contact or the phone number, then tap **Call**.
- Dial a user whom you have assigned a *Colleague* Function key: tap **BLF keys**, then tap the BLF key assigned to the colleague.

## Video call

Tap  during a call to start / stop video streaming.

## Hold / Second call

Press  during a call to put a call on hold / resume.

Press  to place a second call, enter the number and then tap the green button.

## Call transfer

1. Tap  during a call (the call is put on hold)
2. Enter the phone number :
  - Tap  for direct transfer (blind transfer without notification)
  - Otherwise tap  to place an outgoing call (attended transfer), then tap  from call window to complete the transfer.

### Call transfer via BLF keys:

1. During a call, tap **BLF keys** menu
2. Tap the BLF key of colleague / call group:
  - Tap **Transfer** for direct transfer (blind transfer without notification)
  - Otherwise tap **Call** to place an outgoing call (attended transfer), then tap  from call window to complete the transfer

## Conference

1. Put the first call on hold to make a second call to the contact you would like to invite to the conference call
2. When the third party answers, tap  from call window.

## Mute the microphone during a call

Tap  to mute / unmute the microphone.

## Listen to Voicemail messages

1. Tap **Voicemail**
2. Tap the **Play** icon  next to the message to listen to it.

*To delete: check the message(s) and tap the **Bin** icon .*

*To mark as read: check the message(s) and tap the **Eye** icon .*

## Chat and file exchange

Tap **Chat** menu: all the colleagues added to your roster in Wildix Collaboration are displayed in this menu.

To write a chat message:

1. Tap on a colleague
2. Type your message into the input field
3. Tap the **Paper** plane icon  to send the message.

To send a file / a picture (up to 100Mb) / to send a Post-It: tap the **Plus** icon  next to the input field and select a file / a picture (up to 100Mb).

*You can disable new chat messages notifications in **Settings** → *Advanced*.*

## Ringtone selection

Tap **Settings** menu: tap **Ringtone** to view the list of available ringtones.

## Check Phone app version

Tap **Settings** menu → **Help**.



## Packing list

- 1 x Vision phone
- 1 x handset
- 1 x handset cord
- 1 x stand

## Safety information

<https://www.wildix.com/safety-information/>

## Keypad instruction

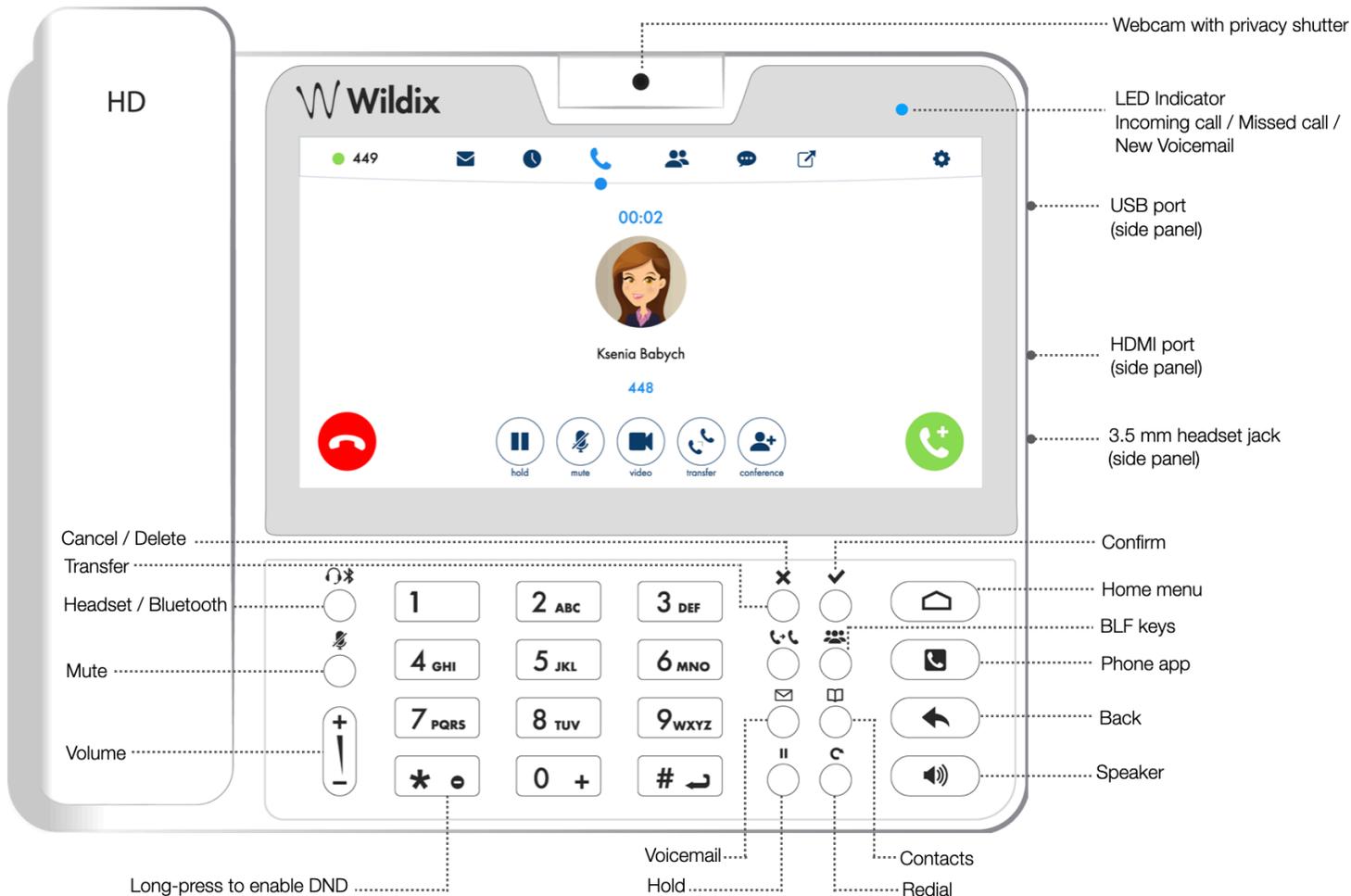
## Connection

The ports are situated on the rear panel of the phone

- Connect the handset to the port using the handset cord
- Connect the phone to the network PoE switch using RJ-45 cable
- (Optional) Connect the port to the PC using RJ-45 cable
- (Optional, this is a PoE device) Connect the phone to the power supply (power adapter can be purchased separately, WMP code: PS-12V2A)



Wildix Partner



full guide online:



[www.wildix.com](http://www.wildix.com)