### Change the language

- 1. Press the **Home** button  $\bigcirc$
- 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  $\rightarrow$  Function keys. This phone supports up to 120 BLF keys.

You can change the number of BLF keys displayed per page in Settings ightharpoonup 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 U 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

- 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 4 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  ${\it Eye}$  icon  ${\it lacktrled{ \bullet}}$  .

# 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 **4** 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.

# User Guide **Vision**





## **Packing list**

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

## **Safety information**

https://www.wildix.com/safetv-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)

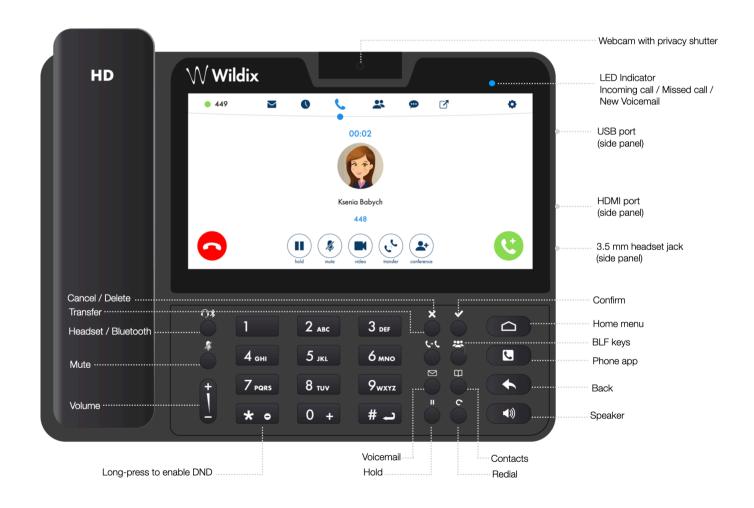








Wildix Partner



full guide online:



www.wildix.com