Cisco IP Phone 3905

Shortcut buttons

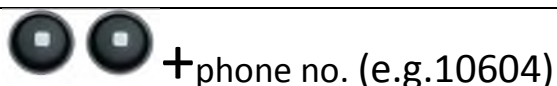# SGUL

CISCO IP Phone 3905 - Quick Reference Card
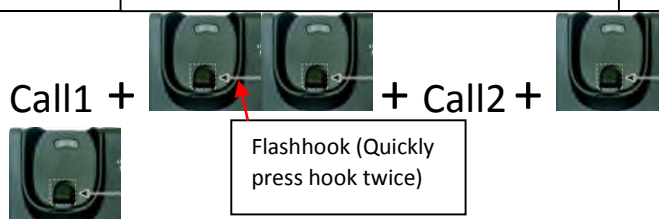
Actions	Procedures
Call forward all Forwards all your calls to another internal IP phone	⬛ ⬛ **+**phone no. (e.g.10604)
Call forward off Stops all forwarded calls to another phone	⬛ ⬛
Call Pickup Allows you to pick up a call to another phone within your group	⬛ ③DEF ⬛
Call Group Pickup Allows you to pick up a call to another phone outside your group	⬛ ④GHI ⬛ **+**group no.(e.g. 00032)
Hold Press this button to put a current call on hold and plays music	⏸
Resume Makes a call on hold a current call	⏸
Redial Recalls the last number called	↺
Change ring tone There are 6 ring tones to choose from plus the default ring tone	⚙ ②ABC ①⌨ [keypad] ⬛ (Select a no. from 1-8 for different ring tones)
Conference call Allows you to link two calls (internal or external) plus yourself into a conference call. Call your desired number, quickly press the hook twice then call the second number and quickly press the hook twice again	Call1 **+** [hook] [hook] **+** Call2 **+** [hook] Flashhook (Quickly press hook twice)
Transfer a call Allows you to link an incoming call to another number (internal or external)	Call [transfer] **+** phone no.(e.g.55341)
Shared number 3905 IP Phones that share the same number are limited to two lines only (incoming or outgoing)	
Voice message Allows you to access SGUL voice messages once set up	⬛ ②ABC