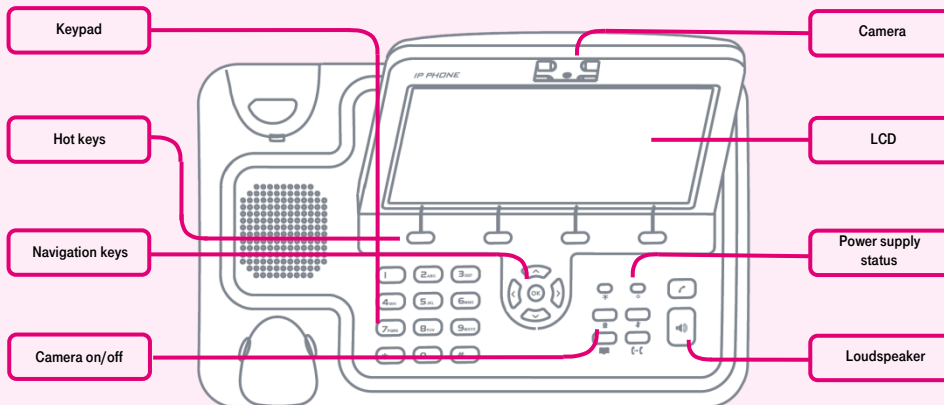


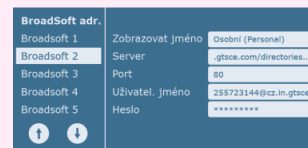
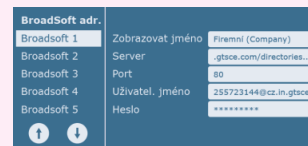
Yealink VP-530

Before you start using the phone

The IP phone package that you have received from us contains the following: **IP phone, receiver, power supply adapter and cabling**. Plug one end of the coiled cord to the receiver and the other to the port on the left side of the telephone. Plug one end of the black Ethernet cable to the phone port marked Internet and the other end to the modem, router or switch port designed for IP phones. If the switch does not support power supply via the Ethernet cable, connect the power supply cable to the phone and plug the adapter to the wall socket. Check the phone's LCD now. The display should show „Welcome initializing...Please wait“. When your reduced telephone number has appeared after a few minutes, everything is ready and you can start using the phone. We have implemented the **telephone directory** of your company directly in the phone. Have the information provided during service handover, i.e. your **telephone number** and **access password** ready. **Enter the menu** of the phone using a program key. Use your fingers or an item that does not damage the phone to browse through the LCD



touchscreen menu. Select “Call properties” followed by “BroadSoft dir.” Select „BroadSoft 1“. Save everything by pressing “Save”. Use the same password and name as used for login to the **portal-uc.gtsce.com** portal. **The name** is your **telephone number**. Here you can customize the Virtual PBX service to suit your needs. Help for all functions is available upon clicking the „Help“ button. Additional instructions may be obtained upon clicking „Download“.



1. Making a call

Pick up the receiver (or push the **Loudspeaker** button, enter the telephone number and confirm by context dependent **Call** button (or the # button). End the call by replacing the receiver or pressing the **Loudspeaker** button one more time.

2. Navigation in general

Navigation buttons are used for browsing through the menu. The **OK** button is used for confirming the choice. The telephone also features the following button groups: programmable buttons and context dependent buttons. Programmable buttons are set as follows: **Subscriber line, Corporate directory, Personal directory**. Context dependent buttons change their function automatically according to the actual status of the phone. The menu may be browsed using navigation buttons or direct choice as

all choices are numbered. The instructions also mention the so-called sequence, i.e. calling out a configuration menu using the context dependent „Menu“ button and pressing 1-9 direct option confirmed by pressing the OK button. I.e.: the sequence **Menu-2-4-1** means pressing the button sequence MENU, 2, OK, 4, OK, 1, OK. You can return to the default status by pressing the Back-Back-Leave context button.

Call on hold context button – the caller hears music (music on hold).

Call forwarding context button – used for forwarding calls.

MENU button – used for entering the phone configuration menu.

Redial – used for redialling the last dialled number.

Voice mail button will connect your phone to your voicemail, setting: **MENU-4-1**.

3. Telephone directory

Virtual PBX uses two telephone directory platforms: enterprise and personal. The enterprise directory always contains all active users within the company. The personal directory is intended for the user's private contacts. You can add, edit or delete items of the personal directory using the **portal-uc.gtsce.com** portal.

4. Searching the telephone directory

Press the „Tel. directory“ „BroadSoftdir.“ **personal or enterprise** context button. For **quick search** (by the person's first or last name), enter the letters using the keypad. Press the respective button only once for every letter. The combination of letters corresponding to the digit to be pressed can be found on the phone keypad or in the following table:





Required character	Numbers
A, B, C	2
D, E, F	3
G, H, I	4
J, K, L	5
M, N, O	6
P, Q, R, S	7
T, U, V	8
W, X, Y, Z	9

Attention: Pressed digits appear on the display while being entered, but the selection is underway. The principle is similar to that used by the predictive „T-9“ dictionary used for writing SMS. Selection of entries of the telephone directory is reduced to the items corresponding to the entered letters. You can browse the list using the up and down arrows a call the contact by pressing OK. This principle is about 10 to 15 times faster compared to common search.

5. Call listing

The „**Call history**“ button is used for redialling the last dialled number and displaying the list of recently dialled numbers. Or you can press Menu and subsequently **History** on the next screen.

6. Dialling the last called number (Redialling)

Press the **Call history** button. This will display the recently dialled number. You can dial the respective contact by pressing it.

7. Call forwarding, call parking, conference calls

Forwarding a call without consulting:
 Press the **Forward** button during the call, dial the telephone number and press the big green button in the upper right corner.
Forwarding a call with consulting:
 Press the **Forward** button during the call, dial the telephone number and confirm by pressing #. You can talk to the other party and then forward the call to them by pressing the **Forward** button one more time and replacing the receiver.

Call on hold: Press the **Call on hold** during the call. The other party will hear music on hold or silence (depending on the configuration of the SIP server or PBX). The call can be restored by pressing the **Restore** button.

A conference call f or 3 participants: Call the first person. Press the „**Conference**“ button during the call, thus holding the active call with the first person and hearing the dialling tone. Call the second participant and start talking to them. You will establish a 3-way conference by pressing the „**Conference**“

button one more time. Functionality of the services (call forwarding, call on hold and conference) depends on your VoIP provider!

8. Receiver volume, speaker volume (Hands Free), phone ringing volume

Adjustment of receiver and loudspeaker volume: Pick up the receiver and adjust the call volume in the receiver using **left** and **right** cursor buttons. You can set the loudspeaker volume using **left** and **right** cursor buttons. **This can also be done during a call.**

Adjustment of phone ringing volume: Adjust the ringing volume using **left** and **right** cursor buttons.

9. Czech language in the phone

The language setting of the phone depends on the setting of the user profile on the **portal-uc.gtsce.com** portal. Select „**Profile**“ in the left side bar, „**Profile**“ in the basic setting and select the required language („**Czech**“ or „**English**“) and press **OK**. The portal language will change after new login to the portal. The phone language will change after turning the power supply off and on. The language setting on **portal-uc.gtsce.com** has priority over setting via the phone menu.

