

## Putting a call on hold

1. Press **[Hold]** key or Hold soft key, caller is put on hold.
  2. To retrieve the call press **[Hold]** key or Resume soft key.
- Note:** with more than one active call, select desired call with the **[Call List]** navigator keys and use the corresponding soft key to hold or resume.

## Call transfer

### Attended transfer:

1. Press **[Transfer]** key or Xfer soft key during the active conversation, the call is put on hold.
2. Dial the second telephone number.
3. When the call is answered, then press **[Transfer]** key or Xfer soft key to complete the operation.

### Blind transfer:

1. Press **[Transfer]** key or Xfer soft key during the active conversation, the call will be on hold.
2. Then enter the 2nd telephone number and press **[Transfer]** key or Xfer soft key.

## Call forward

1. Press Menu > Features > Call Forward.
2. Select the line, the type of forward, enter the destination number and status **[OK]**, and press OK soft key.

## Multiparty conference

1. Once in line with 1st caller, press **[Conf]** key or Conf soft key, 1st caller is put on hold.
2. Then call the 2nd number.
3. After, 2nd call is established, press **[Conf]** key or Conf soft key to set up the conference.

## Regulatory Compliance

### Federal Communication Commission (FCC) — USA

This device complies with Part 15 of FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in residential installation. This equipment generates, uses, and can radiate radio frequency energy, and if it is not installed and used in accordance with the instruction manual, it may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

**Warning:** Any changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the bottom of this equipment is a label that contains, among other information, a product identifier in the format US: 311PNANX303G. If requested, this number must be provided to the telephone company.

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## Programmable keys

1. You can configure shortcuts for the programmable keys.
2. Press Menu > Basic > Keyboard, select among the configurable items, and select your desired type and value, press OK key.

## Do not disturb

1. Press DND soft key, and enable the device do not disturb mode.
2. Or press Menu > Features > DND, and select the Mode and Type, and press OK key.

## Voice mail

1. To access your voice mailbox, press **[V-Mail]** or Menu > Message > Voice Message, number of messages will be indicated if provided by your server or pbx.
2. Select the line and press Play to call.

## Call list

1. Press **[Call List]** key or Menu > Call Log > Local Call Logs.
2. Scroll through the list using **[Call List]**.
3. To dial an entry, press Dial soft key or pickup handset or press **[Call List]** or **[Call List]**.

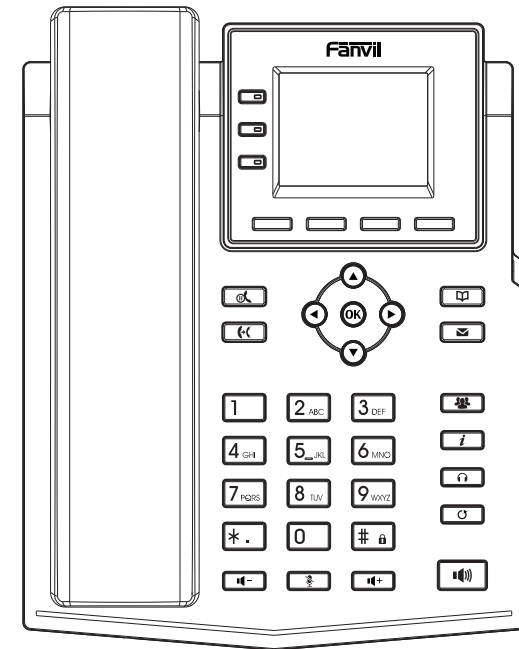
## Phonebook

### Access phonebook:

1. Press **[Phonebook]** or Contact soft key or Menu > Contact > Local Contacts.
2. Select All Contacts or other groups.
3. To dial an entry, press Dial soft key or pickup handset or press **[Phonebook]** or **[Phonebook]**.

### Add new entry:

1. Press Contact soft key, Press All Contacts or other group > Press Add.
2. Enter name and number and press OK soft key.

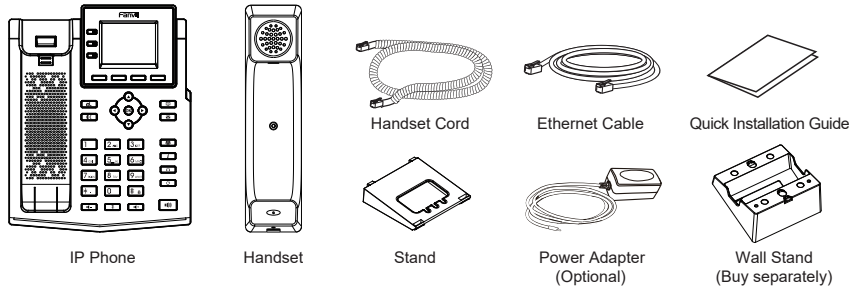


# X303 / X303G / X303P

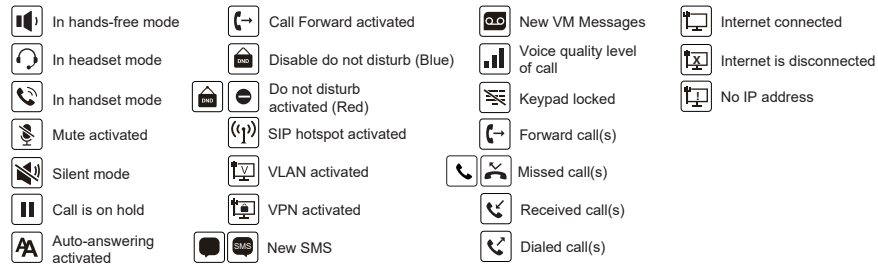
# Quick Installation Guide

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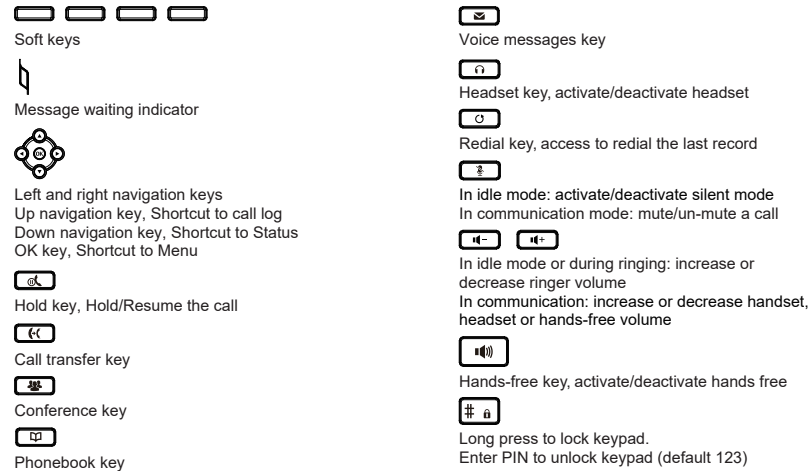
## Packaging list



## Screen icon



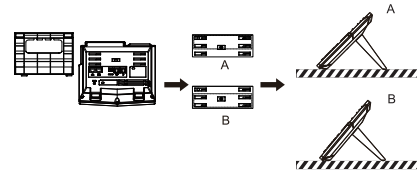
## Key features



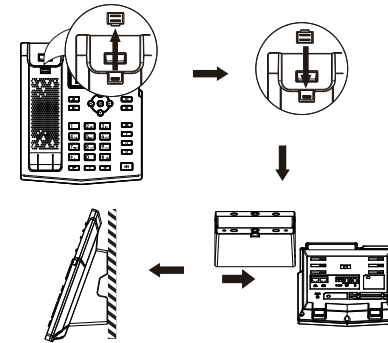
## Device Installation

Please follow the instructions in below picture to install the device.

### • Bracket desktop installation



### • Wall mounting (Wall Stand need buy separately)

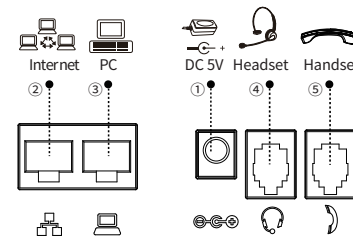


Note: The installation height of the wall-mounted bracket is less than 2 meters from the ground.

### Connecting to the device

Please connect power adapter, network, PC, handset, and headset to the corresponding ports as described in below picture.

- ① Power port: connect the power adapter.
- ② Network port: connecting local area network or Internet.
- ③ PC port: the network port connect to the computer.
- ④ Headset port: connect headset.
- ⑤ Handset port: connect IP Phone handset.



## Configuration

### Configuration via LCD menu of phone

1. Press Menu > System(Default password 123) .
2. Select Network: To configure the Network Settings (IPv4/IPv6).
3. Select Accounts: To configure enable the account, fill the SIP server address, port, user name, password etc.
4. Save the configuration.

### Configuration via Web

1. Get the IP address from the phone: Press key, or Menu > Status > ETH.
2. Login: Input the IP address in the web browser. The PC and phone should be in the same IP address segment(The default username and password are both 'admin'.)
3. Configure: Select network/account etc, and fill the relevant content.
4. Save the configuration.

## Language setting

1. Press Menu key > Basic > Language.
2. Select the desired language and press OK soft key.

## Making a call

1. **Pre-dialing**: enter the phone number and pick up the handset.
2. **Direct dialing**: lift the handset and enter the phone number.
3. **Handsfree**: enter phone number and press or vice versa.
4. **Headset**: enter phone number and press or vice versa.
5. **Designated line**: press line key, enter phone number and press dial key.

## Accepting a call

1. **Using the handset**: pick up the handset.
2. **Using the headset**: press .
3. **Using the handsfree**: press .

## Redial

1. Press , redial a call number.

## Call Mute

1. Press to Mute the microphone during the call.
2. Press again to un-mute the conversation.