

Helpful Hints for Telephone Calls

Step 1) Press the green button to show the main menu page

Step 2) Using arrow keys select Analog Phone

Step 3) Enter phone number in field
remember to add 9 + 1 for off-site calls

If you're dialing into an audio bridge and need to enter a PIN or meeting id#:

after connecting press the # key on the Polycom remote
a miniature keypad appears on the screen
now enter PIN or meeting id# using the numbers on the remote

Step 4) Press the red hang-up button to end the call