

## Feature operation

### AutoDial

Store	AutoDial		AutoDial
Use		AutoDial	
Display	Display	AutoDial	

### Call Forward

Activate	Forward		► Forward
Deactivate	► Forward		
Reinstate	Forward	► Forward	

View number	Display	► Forward
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### Call Pickup

	Pickup
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### Call Waiting

Answer		Call Waiting
	(Hold)	

Return to first call	
	(Goodbye)

Conference	Conf		► Conf
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### Handsfree

Activate			(to end the call)
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Switch to handset	
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Handset to handsfree		
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Activate Headset			(to end the call)
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Activate or deactivate Bluetooth® technology headset*		
Hold		

Place a call on hold	
	(Hold)

Return to a held call	
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Last Number Redial		
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Message		
	(Msg/Inbox)	

### Ring Again

Activate	RngAgn
When notified	► RngAgn

Deactivate	► RngAgn
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Transfer	Trans		► Trans
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Adjust volume		or	
	(Volume +)		(Volume -)

### Legend

Icon	Action
( )	Indicates the key cap text label. For example, (Message).
	Lift the handset, press the line (DN) key or the Handset key.
	Replace the handset, or press  to end the call. (Goodbye)
	Dial a number.

## Legend (continued)

Icon	Action
	Press a line/feature key.
► AutoDial	An icon flashes when a feature is being programmed. An icon lights steadily when a feature is active.
	Press the Services key once for Call Platform features, or press the Services key twice for local telephone features.
	Press the Message/Inbox key.
	Press the Up/Down Navigation keys
	Press the Enter key
	Press the Headset key.
	Press the Handsfree key.
	Press the Mute (on/off) key.
	Press the Directory key.
	Press the Quit/Stop key.

## Services and Telephone Options menus

### Services menu

	(Services)

**Note:** The Services menu contains the Telephone Options, Password Admin, Virtual Office, and MG 1000B menus. Some options are not available on all 1140E IP Deskphones. Consult your system administrator.

The following are the most commonly used options:

### Telephone Options menu

#### Volume adjustment

Pick one of:  
 Ringer  
 Handset Listen  
 Handsfree Listen  
 Headset Listen  
 Buzzer

			(Quit)
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#### Contrast adjustment

			(Quit)
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#### Language

			(Quit)
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**Note:** This language setting controls the language used by features on your phone only. To set the language used elsewhere on your phone, press Services twice, select 1. Preferences, and select 2. Language.

#### Date/Time format

			(Quit)
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#### Local DialPad Tone

			(Quit)
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#### Ring type

	Play			(Quit)
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#### OnHook default path

			(Quit)
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**Note:** The Directory key provides access to the Corporate Directory, Personal Directory, Redial List, and Callers List. For additional information about your 1140E IP Deskphone, consult the Avaya 1140E IP Deskphone User Guide.

\* To use a headset equipped with Bluetooth® wireless technology, you must first configure the headset and your phone to work together. Consult the Avaya 1140E IP Deskphone User Guide.

## Avaya 1140E IP Deskphone



\*Note: If supported by your server, the data message waiting indicator provides a data alert. Contact your system administrator to find out if this feature is available for you.

# AVAYA

## Avaya 1140E IP Deskphone

For Avaya Communication Server 1000

### Quick Reference Card



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