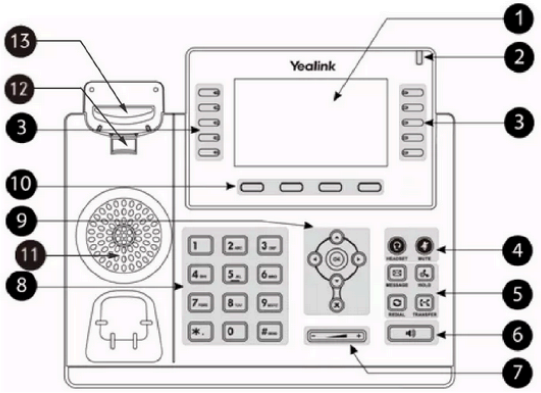
YEALINK T46-U BASIC GUIDE





Screen icons

- Messages
- Headset Mode ON
- Telephone Mode ON
- Mute Mode ON
- Free Hand ON
- Mute ON
- Divert always ON.
- Wired network unusable.
- Network cable disconnected.
- Do not disturb activated DND

Device keys

1. Screen. At the bottom are the labels of the contextual keys..
2. Power Indicator LED for the status of the phone, messages and the phone system.
   - Fast flashing: Incoming call.
   - Slow flashing: voice or text message.
3. Line keys: Acces your phone lines and features like (BLF).
4. Mute Key: Enable/Disable Mute or Hearsets.
5. Message, Hold, Redial and Transfer keys.
6. Speakerphone: Toggles the speakerphone (hands-free) mode or not.
7. Volume key. Its functionality depends on the situation: If the telephone is hung up, it modifies the volume of the ringing tone, if the headset is off-hook, the volume of the headset and if the headset is on-hook, the volume of the headset.
8. Keypad keys: Allow you to enter numbers, letters, and special characters.
9. Navigation keys: Scroll through information or options on the screen.
10. Soft keys: Access the function displayed on the screen above the soft keys.
11. Speakers: Provides ringer and speakerphone audio output.
12. Reversible Tab: Secures the handset in the handset mounted vertically.
13. HookSwitch

Main functionalities

Call Transfer

Blind transfer: Transfer a call without confirmation..

TRANSFER → {Number} → TRANSFER

Unattended: Transfer a call to a third party by consulting availability.

TRANSFER → [número] → OK → Speak → TRANSFER

Call Pickup

When a device is ringing we can answer a call from any other device with *8.

Conference

You can initiate a three-way (including yourself) conference calls with your contacts on the phone.

Option ↑↓ Conference + OK + num + OK + Talk + Conference