

Using FON-670i/675i Telephones with FortiVoice Enterprise Systems



The reference card includes the basic features.
For more information, see the phone's user guide.

Touch screen

The phone has a 7-inch touchscreen with an 800 x 480 resolution, used to display information to the user and interact with the phone. The bottom line displays frequently used features of the phone. Tapping an icon with your finger will activate that particular feature. Some menus and settings are scrollable. To scroll through a menu or feature, gently slide your finger up, down, left or right on the screen.

-  Dialpad — access the dialpad on the screen of the phone
-  Calendar — display a calendar with the option to create event entries
-  DND — toggle do not disturb on and off
-  SIP SMS Messenger — send SMS messages through VoIP. Requires a VoIP provider that supports the feature.
-  App List — contains a list of all installed apps on the phone
-  Voicemail — access voicemail and voicemail greetings
-  Contacts — access contacts saved on the phone
-  Call Log — access a list of incoming, outgoing and missed calls
-  Settings — configure the phone and adjust various settings

Remember

Press **#** or tap the *Dial*  icon after dialing an outside number or extension.

Setting up voicemail

1. Tap the *Voicemail*  softkey.
2. When prompted, enter a password, record a greeting and record your name for the dial-by-name directory.

Checking voicemail

1. Tap the *Voicemail*  softkey.
2. When prompted, enter your password + **#**.
3. Press **1** to listen to your messages. You can also change your greeting and personal options.

Calling an outside number

1. Dial the phone number + **#** or tap the *Dial*  icon.
2. If prompted, dial a PIN code.

Calling an extension

Dial the extension number + **#** or tap the *Dial*  icon. You can also press an extension appearance key if programmed to monitor a specific extension.

Placing a caller on hold

Tap the *Hold* softkey. You can now hang up or answer another call without disconnecting the caller.

Retrieving a caller on hold

Tap the *Resume* softkey. You can also press the flashing extension or line appearance key if it's associated with the call on hold.

Performing a screened transfer

A screened transfer allows the recipient to accept or refuse the transfer.

1. Tap the *Transfer* softkey + <extension> (or outside number) + **#**.
2. When the recipient answers:
 - tap the *Transfer* softkey, or hang up to complete the transfer or
 - tap the *EndCall*  icon, then *Resume* to retrieve the caller on hold and cancel the transfer.

Performing a blind transfer

Tap the *Transfer* softkey + <extension> (or outside number) + *Transfer*, and hang up.

Key states

Light	Status
Solid green	Line/extension/queue available
Solid red	Line/extension/queue in use
Flashing green (slow)	Line/extension/queue ringing
Flashing red (slow)	Line/extension on hold

Voicemail

Access mailbox:

Locally Tap 

Remotely *98#

Go to old messages 2

Change personal options 0

(greetings, password, remote notification options)

MESSAGE PLAYBACK CONTROLS

Go to first message 1

Restart 2

Go to end 3

Play previous message 4

Play next message 6

Delete message 7

Forward message 8

Save message 9

Exit #

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Accessing Features

Do not disturb Tap  to toggle on/off.

Pick up: Any ringing extension

Press *Pickup* (if programmed),
or *80 + #.

Pick up: Specific extension

Press the key associated with the extension,
or *81 + <extension> + #.

Place caller on hold *Hold*

Retrieve caller on hold *Hold*
or the flashing key associated
with the call on hold.

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Accessing Features

Answer call waiting

Answer or the flashing line appearance key.

Screened transfer

Transfer + <extension> (or outside number) + **#** + *Transfer*, or hang up.
To cancel transfer, *EndCall* + *Resume* to connect to the caller on hold.

Blind transfer

Transfer + <extension> (or outside number) + *Transfer*, and hang up.

Voicemail transfer

Transfer + ***x** + <extension> + *Dial*  icon, and hang up.

Conference call

Press *Conf* to put the first party on hold.
Call the second party (for external calls, first access an outside line). Press *Conf*.

Park a caller

Press the programmed *Park* or *Transfer* + ***x 4** + **#**.
The system will respond with a parking orbit.

Two-way intercom paging to FortiFone telephones

Press the programmed *Intercom* + <extension> + *Dial* ,
or ***x 9 2** + <extension> + **#**.

Two-way group paging to FortiFone telephones

Dial the <paging group number> + **#**.