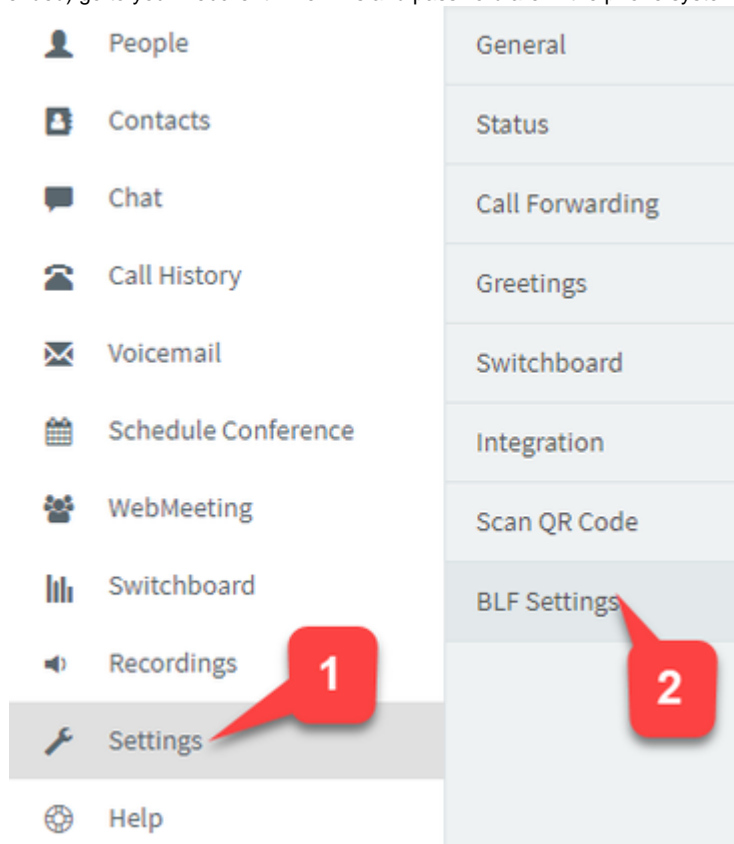


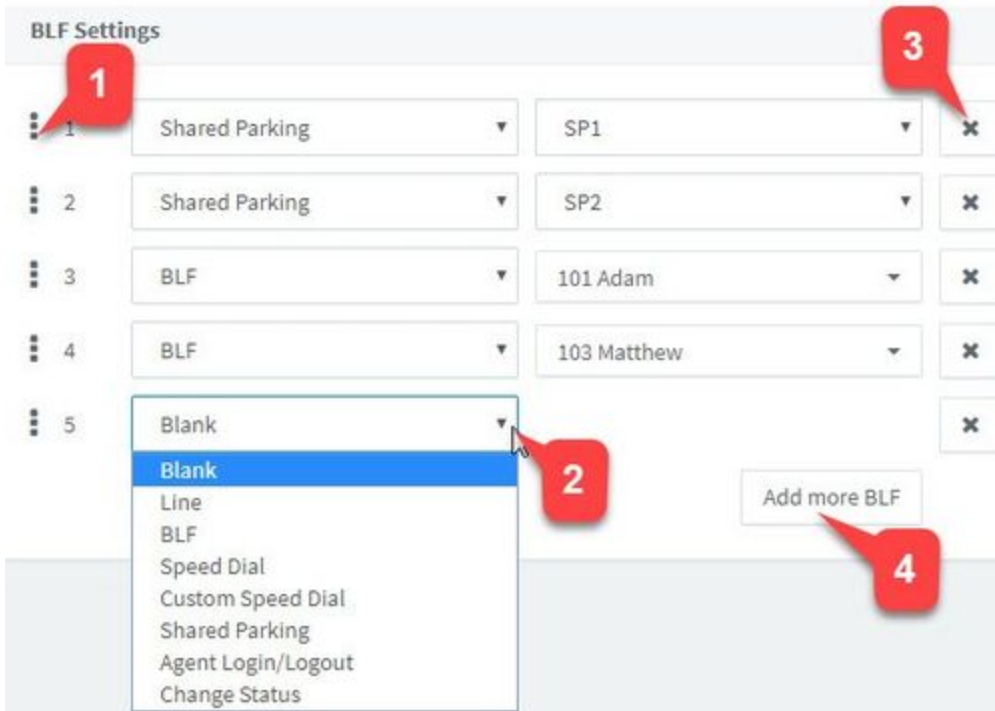
Editing your Phone Buttons

With v16 you can edit your phone buttons from your webclient.

1. Using a web browser (Chrome is recommended) go to your webclient. The links and password are in the phone system welcome email.



2. Go to Settings **(1)** then BLF Settings **(2)**.
3. You can Click and drag to move current buttons up or down **(1)**. Select what type of key to be used **(2)** (You'll also need to select/enter the correct information in the column on the right). Delete specific buttons **(3)**. And add more buttons **(4)**, given there is space on your deskphone.



4. Here are the description of the options available:

1. Line: Used to manage multiple calls on your extension. If using this, you should have 2 or more. If a given line is in use it will be solid green and a held call on your line will be flashing.
2. BLF: Busy Lamp Field. Used to show if another extension on the phone system is on a call or not.
3. Speed Dial: Use this to call a specific number with the touch of a button.
4. Custom Speed Dial: Same as speed dial but you can change the name for the button.
5. Shared Parking: Global hold keys for the entire phone system. Calls can be placed on Park on one extension and picked up on another.
6. Agent Login/Logout: Used for Call Queues to log your extension IN or OUT and to receive calls or not.
7. Change Status: Set a one press button to change your extension to one of the 5 statuses available.

After the buttons are in the correct places use your deskphone to pull the new configuration with one of the 2 methods.

1. Go to Menu>Basic>Update Configuration>OK
2. Or reboot your phone