

User

KONFTEL: Conference Unit

Konftel converts a telephone system into a conference telephone using OmniSound for optimal sound quality.

Answering a call:

- Answer the call using the telephone in the normal way.
- Press the on/off button to switch on the Konftel and change to a speaker call. The telephone headset is now disconnected.

Making a call:

- Lift the handset and dial the number.
- Press the on/off button to switch on Konftel and change to a speaker call. The telephone headset is now disconnected.

Transferring a call between Konftel and a telephone:

- Press the on/off button to switch off the konftel and transfer the call back to the telephone.

Ending a call:

- Hang up the handset on the telephone.
- Press the on/off button to switch off the Konftel.

Adjusting the speaker volume:

- Press and hold the **mute** button for two seconds until the Led starts to flash and you hear a tone. Increase the speaker volume using the + key and reduce it using -. This can be done during a call but to avoid disturbing the call, it may be best to adjust it during a test call .
- Please note that too high a level may cause echoes and feedback.
- Press the mute button to conclude setting the selected microphone volume.