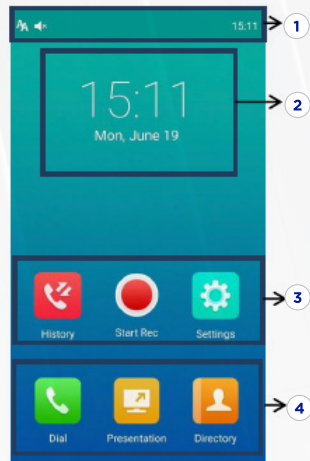


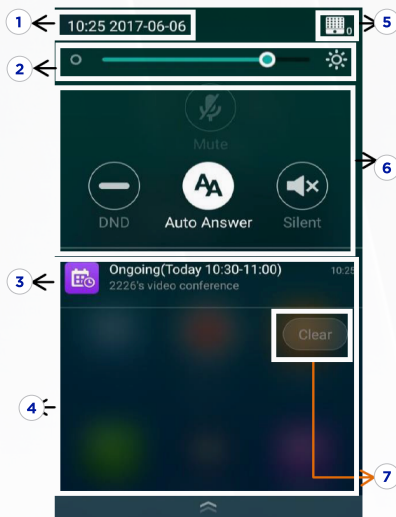


YEALINK CP960 HD IP QUICK USER GUIDE



IDLE SCREEN

1. Status Bar
2. Digital Clock
3. Applications
4. Shortcut Keys



CONTROL CENTER AND NOTIFICATION CENTER

Swipe down from the top of the screen to enter the control center and the notification center.

1. Time and date
2. Drag the slider to adjust screen brightness
3. Swipe left or right to delete a specific notification
4. Display notifications
5. The number or connected CPW90's
6. Tap Mute or Unmute the CP960/ Tap Auto Answer to turn auto answer on or off / Tap Silent to turn the silent mode on or off
7. Tap to clear all notifications



USING THE ONSCREEN KEYBOARD

CP960 conference phone supports two kinds of input methods: Android Keyboard

1. (AOSP) - English (US) and Google Pinyin.
The following takes Android Keyboard
2. (AOSP) - English (US) Input Method keyboard as an example:
 - Tap the input field, the onscreen keyboard displays on the touch screen.

1. 26 English Letters

- Tap to enter letters.
- Long tap a key then slide to choose one of the options to enter an alternate character.

2. Delete Key

- Tap to delete the entered characters one by one.
- Long tap to delete two or more characters.

3. Label automatically to identify the context-sensitive features

- Next: Tap to go to the next field.
- Send: Tap to dial out the number.

4. Special Characters

- Tap to enter special characters.
- Long tap point key (.) then slide to choose one of the options to enter an alternate character.

5. Space Key

- Tap to enter spaces.
- Long tap to change input method.

?123

- Tap to switch to the numeric and symbolic input mode.



- Tap to switch to the uppercase input mode.



PLACING A CALL

You can place a call by entering a phone number, or call a contact from Directory or History.

From the idle screen, do one of the following:

- Tap and enter the desired number and tap Send.
- Tap and tap a desired contact to dial out.
- Tap and tap a desired call record to dial out.

ANSWERING A CALL

- Tap Answer.

ENDING A CALL

- Tap EndCall.

ENABLING OR DISABLING DO NOT DISTURB (DND)

TO ENABLE THE DND MODE WHEN THE CP960 IS IDLE:

- Swipe down from the top of the screen.
- Tap to enable DND or tap to disable DND.

TO ENABLE THE DND MODE WHEN THE CP960 IS DURING A CALL:

- Tap to enable DND or tap to disable DND.

INITIATING A CONFERENCE

INITIATING A CONFERENCE BY DIALING A GROUP:

- Tap
- Tap Call multiple members? Click here>>
- Tap the desired contacts you want to call.
- Tap

INITIATING A CONFERENCE BY INVITING PARTICIPANTS:

- Use your preferred dialing method, call the first site.
 - Tap .
 - Do one of the following:
 - Tap and enter the desired number, and then tap Invite.
 - Tap and tap a desired contact to dial out.
 - Tap and tap a desired call record to dial out.
 - Tap Call multiple members? Click here>>. Tap the desired contacts, and then tap .
- The site is added to the conference after the call is established.

CALL MUTE AND UNMUTE DURING A CALL

- When the phone is idle, swipe down from the top of the screen to enter the control center, and then tap to mute or unmute.
- During a call, tap to mute or tap to unmute.

Note: You can also tap on the CP960 to mute or unmute.

VIEWING THE DIRECTORY

- Tap
- Tap on the right of the desired contact.

MANAGING CALL HISTORY

- Tap
- Tap the All Calls field.
- Tap the desired list (All Calls, Missed Calls, Placed Calls, or Received Calls) in the pop-up dialog box.
- Tap on the right of the desired contact.
- Do one of the following:
 - View the detail of the call record.
 - Tap Video Call to place a video call.

- Tap Voice Call to place a voice call.
- Tap Add to Contact.
 - Edit the corresponding information.
 - Tap to add a local contact from the call history.
- Tap Edit before calling, the call record fills the input box of dial screen. You can edit the number before placing a call.
- Tap Delete.
 - The touch screen prompts "Delete selected item?"
 - Tap OK to delete the call record from the list.

VOLUME ADJUSTMENT

- Tap or on the CP960 to adjust the volume.



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