

# MITEL 6867i

## **MAKE A PHONE CALL**

Dial the number and press the **CALL** button to use the speaker d/? or dial the number and pick up the handset to make a call-

### **ANSWER AN INCOMING CALL**

When the phone rings, pick up the handset to answer the call or press the speaker button  $\boxed{4/2}$ 

# **PARK AN ONGOING CALL**

VWhen you are in a call press **t**<sup>1</sup> fto park the call. L1/L2 starts to flash to indicate that the call is parked. Press L1/L2 to resume the parked call.

## **TRANSFLER CALL - BLIND**

To transfer a calls to an internal or external number, press the \_\_\_\_\_ button to park the ongoing call, dial the number to which you want to transfer the call to, then press \_\_\_\_\_ button again to connect the call.

# **TRANSFER CALL – ATTENDANT**

Press the subtron on an ongoing call, the call will be parked, dial the number you want to transfer the call to, wait for the answer, press subtronation to transfer the call. To ancel the call and retrieve the original call, press subtronations.

#### PRESENCE

Press the subdisplay button labeled **PRESENCE** and select the desired presence. Activate by pressing **SELECT** 

## CONFERENCE

When you talk to person and want to add another participant. Press the to park the ongoing call. Call the next participant and press the to merge all three parties.

# VOICEMAIL

When you receive a voice message, the indicator flashes. To listen to your message, call **555**. You also get a graphic icon on how many voicemail messages you have not listened to.

## **CALL LAST DIALED NUMBER**

Press to get the call log on your outgoing calls. You scroll down the list until you reach the number you want to call. Press **SELECT** to dial the number.





## **BUTTON LAYOUT**

- 1. Handset with HD-sound 12. Line state
- 2. Speaker with HD-sound
- 3. Indicator for voicemail
- 4. End a call
- 5. Park a call 16. Transfer call
- 6. Settings
- 7. Mute
- 8. Volume 19. Shortcut to contacts
  - 20. Function button
    - 21. LCD Screen

13. Speaker-/ headsetmote

14. Phonebook

17. Conference

18. Information

15. Navigation button

10. Call log 11. Redial

9. Dialpad