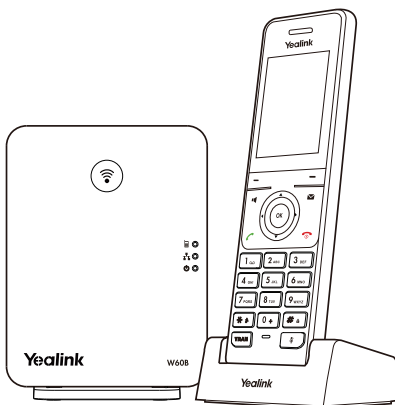
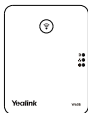


DECT IP Phone W60B & W56H



Quick Start Guide(V81.30)

W60P Package Contents



W56H Handset W60B Base Station Base Stand USB Charger Cradle 2 Power Adapters



Ethernet Cable Belt Clip Rechargeable Battery Quick Start Guide Handset Protective Case (Optional)

Note: Yealink W60P DECT IP phone consists of one W60B base station and one W56H handset.

W56H Package Contents



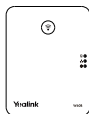
W56H Handset USB Charger Cradle Belt Clip Power Adapter



Rechargeable Battery Handset Protective Case (Optional)

Note: We recommend that you use the accessories provided or approved by Yealink. The use of unapproved third-party accessories may result in reduced performance.

W60B Package Contents



W60B Base Station



Base Stand



Power Adapter



Ethernet Cable

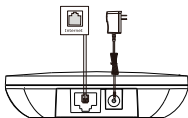


Quick Start Guide

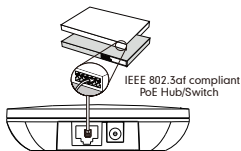
Assembling the DECT Phone

1. Connect the base station power and the network using Method a or Method b.

a. AC Power Option



b. PoE (Power over Ethernet) Option

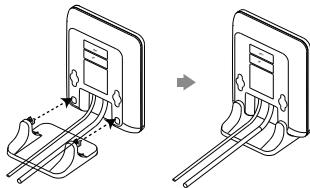


Note:

- If you choose Method a, use Yealink supplied power adapter (5V/600mA). A third-party power adapter may damage the base station.
- If you choose Method b, you do not need to connect the power adapter. Make sure the hub/switch is PoE-compliant.

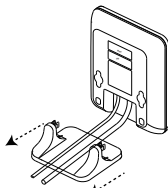
2a. (Desktop Installation) Attach and remove the base stand.

Attach the Base Stand



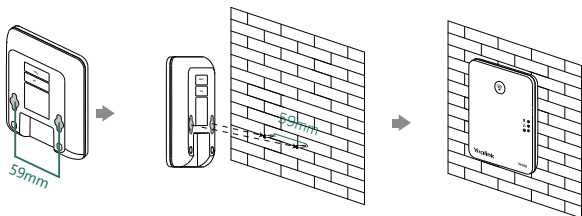
Align the snap-fits with the corresponding holes and push forward, snapping them into the holes.

Remove the Base Stand

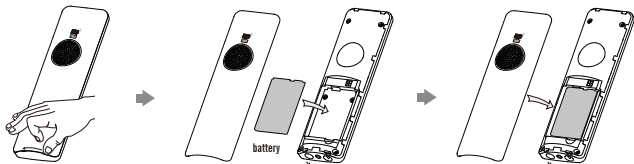


Remove the snap-fits from the holes horizontally.

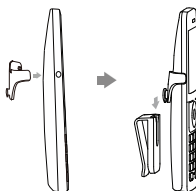
2b. (Wall-Mount Installation) Attach the base station.



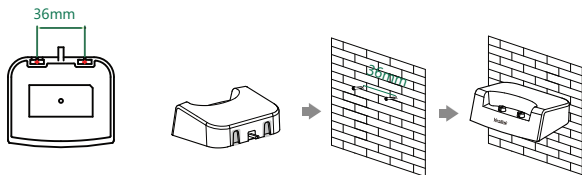
3. Insert the battery into the handset.



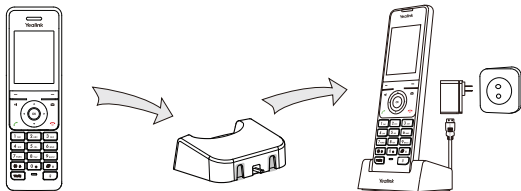
4. Attach the Belt Clip.



5. (Optional) Mount the charger cradle to the wall.



6. Connect the charger cradle and charge the handset.



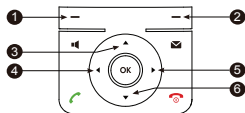
Note:

- Use Yealink supplied power adapter (5V/600mA). A third-party power adapter may damage the handset.
- Check the charging status on the top right corner of the LCD screen.

Getting Started

Shortcuts

Shortcut keys help you quickly access to frequently used phone features. Check the default shortcut keys below:



- 1 Press the left soft key to access the call history.
- 2 Press the right soft key to check the line status.
- 3 Press ▲ to place an internal call.
- 4 Press ◀ to decrease the ringer volume.
- 5 Press ▶ to increase the ringer volume.
- 6 Press ▼ to access the directory.

Note: The W60B must work with the W56H handset running the firmware version 61.81.0.30 or later. We recommend you first upgrade the older handset before using on the W60B. When you upgrade the older handset via W60B, the number of the handsets registered on the W60B should be no more than 5. If it is more than 5, deregister the newer handset first and then upgrade the remaining handsets. Repeat the step to upgrade all the older handsets. Once all handsets are on the right version, you can register up to 8 handsets on the W60B.

Handset Registration

You can register up to 8 handsets to one W60B base station. Each handset can be registered to 4 different base stations.

When the handset LCD screen prompts "Unregistered!", long press  on the base station till the registration LED flashes. There are two methods to register a new handset:

Easy Registration:

1. Press the **Reg** soft key on the handset to register quickly.

Normal Registration:

1. Press the **OK** soft key on the handset, and then select **Register Handset**.
2. Select the desired base station and then press the **OK** soft key. The handset begins searching the base station.
3. Press the **OK** soft key after searching a base station successfully.
4. Enter the base station PIN (default: 0000), and then press the **Done** soft key to complete registration.

To register to multiple base stations, press the **OK** to enter the main menu, and select **Settings->Registration->Register Handset**, then repeat steps 2-4.

Note: • If the handset is registered to the base station successfully, the handset LCD screen prompts "Handset Subscribed" and "Base NO." (last 4 characters indicate the base station's MAC address).

- If the handset LCD screen prompts "Searching for Base", check if your base station is powered on or not.

Basic Operations

Turning Handset On/Off

To turn the handset on, do one of the following:

- Press  , then the LCD screen lights up.
- Place the handset in the charger cradle. The handset will be turned on automatically.

To turn the handset off:

Long press  to turn the handset off.

Locking/Unlocking Keypad

- Long press  when the handset is idle to lock the keypad.
- Long press  again to unlock the keypad.

Silent Mode

- Long press  when the handset is idle to switch the silent mode to On.
- Long press  again to switch the silent mode to Off.

Handset Name

To rename the handset:

1. Press the **OK** key to enter the main menu, and then select **Settings->Handset Name**.
2. Edit the value in the **Rename** field.
3. Press the **Save** soft key to accept the change.

Volume Adjustment

- Press ◀ or ▶ when the handset is idle or ringing to adjust the ringer volume.
- Press ◀ or ▶ during a call to adjust the receiver volume of speakerphone/earpiece /earphone.

Ring Tones

1. Press the **OK** key to enter the main menu, and then select **Settings->Audio->Ring Tones->Melodies**.
2. Press ▲ or ▼ to highlight the **Intercom Call** option or the desired line.
3. Press ◀ or ▶ to select the desired ring tone.
4. Press the **Save** soft key to accept the change.

Local Directory

To add a contact:

1. Press the **OK** key to enter the main menu, and then select **Directory**.
2. Press the **Options** soft key, and then select **New Contact**.
3. Enter the desired value in the **Name**, **Office**, **Mobile** and **Other** field respectively.
4. Press the **Save** soft key to accept the change.

To edit a contact:

1. Press the **OK** key to enter the main menu, and then select **Directory**.
2. Press ▲ or ▼ to highlight the desired entry.
3. Press the **Options** soft key, and then select **Edit**.
4. Edit the desired value in the **Name**, **Office**, **Mobile** and **Other** field respectively.
5. Press the **Save** soft key to accept the change.

To delete a contact:

1. Press the **OK** key to enter the main menu, and then select **Directory**.
2. Press ▲ or ▼ to highlight the desired entry.
3. Press the **Options** soft key, and then select **Delete** to delete the selected entry.

Basic Call Features

Placing Calls

To place a call directly:

1. Do one of the following:

- Enter the desired number when the handset is idle.
- Press  to enter the pre-dialing screen.

Enter the desired number using the keypad.

If there are multiple lines assigned to your handset as outgoing lines, press the **Line** soft key to select the desired line. If you do not select a line, the handset uses the default outgoing line to dial out.

2. Press ,  or  to dial out.

To place a call from the local directory:

1. Press  when the handset is idle.

2. Press  or  to highlight the desired entry, and then press  or  to dial out using the default line.

If multiple numbers for the contact are stored, press  or  to highlight the desired number, and then press  or  again to dial out using the default line.

To place a call from the call history:

1. Press the **History** soft key when the handset is idle, and then select the desired call history list.

2. Press  or  to highlight the desired entry, and then press  or  to dial out using the default line.

To place a call from the redial list:

1. Press  when the handset is idle.

2. Press  or  to highlight the desired entry, and then press  or .

Answering Calls

To answer a call, do one of the following:

- Press the **Accept** soft key.
- Press .
- Press .
- Press .

Note: You can ignore an incoming call by pressing the **Silence** soft key or reject an incoming call by pressing .

Ending Calls

Press .

Call Mute

- Press  during a call to mute the call.
- Press  again to un-mute the call.

Call Hold and Resume

To place a call on hold:

Press the **Options** soft key during a call, and then select **Hold**.

To resume a call, do one of the following:

- If there is only a call on hold, press the **Resume** soft key.
- If there are two calls on hold, press the **Resume** soft key to resume the current call.
Press the **Swap** soft key to swap between calls.

Call Transfer

You can transfer a call in the following ways:

Blind Transfer

1. Press the **Options** soft key during a call, and then select **Transfer**.
2. Enter the number you want to transfer the call to.
3. Press the **Transfer** soft key.

Attended Transfer

1. Press the **Options** soft key during a call, and then select **Transfer**.
2. Enter the number you want to transfer the call to.
3. Press ,  or  to dial out.
4. Press the **Transfer** soft key after the call is answered.

Call Forward

To enable the call forward:

- Update Call-Forward- Dial *56
- Enable Call-Forward- Dial *72
- Disable Call-Forward- Dial *73
- Toggle Call-Forward- Dial *74

Voice Message

Voice Message

Message waiting indicator on the idle screen indicates that one or more voice messages are waiting at the message center. The power indicator LED slowly flashes red.

To set up voice messages:

1. Press  or the **Connect** soft key.
2. Enter mailbox number (your extension) and press #
3. Welcome greeting
4. Enter password (4 to 6 Digits) and press #
5. Re-enter password and press #
6. Record your greeting when done press #
7. Press 1 to save
8. Press 2 to replay
9. Press 3 to re-cord

Checking your voice mail:

1. Press  or the **Connect** soft key. 2. Enter mailbox # which is your extension

- Press 1 to save message
- Press 2 to replay message
- Press 3 to forward message
- Press 7 to delete message



About First Communications

First Communications is a leading technology solutions provider offering data networking, voice, and managed services throughout the Midwest. Founded in 1998, First Communications network has grown to include more than 600 on-net wire centers and supports over 35,000 customers. Headquartered in Akron, Ohio and a 24x7x365 Network Management Center in Chicago, First Communications is dedicated to pairing effective customer communications with next generation technology.

Technical Support

Please open a ticket through your CMP Account: <https://my.firstcomm.com/Account/Login.aspx>
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