

# **IP-2000 ( VOIP )**

**User-Manual** 

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# 1. Installing the IP 2000

Before you can successfully install the phone, your system administrator must prepare the network for your phone. If a technician is not installing your phone, verify with the system administrator that the network is ready for the phone, read the safety notices, and install the phone.

These sections help you install the IP 2000:

- Safety Notices, page 1
- Installing the Phone and Connecting to the Network, page 4

#### 1.1 Safety Notices

cables.

These are the safety considerations for using the Cisco IP Phone. Read these notices before installing or using the phone. Translations of the warnings are available in the "Appendix A, "Translated Safety Warnings"." Additionally, the Cisco IP Phone 7900 Family Administration Guide includes regulatory compliance information about your phone, which your system administrator can review.

Warning	
	This warning symbol means danger. You are in a situation that could cause bodily injury.
	Before you work on any equipment, be aware of the hazards involved with electrical circuitry
	and be familiar with standard practices for preventing accidents. (To see translations of the
	warnings that appear in this publication, refer to the appendix "Translated Safety Warnings.")
Warning	
	Read the installation instructions before you connect the system to its power source.
Warning	
	Ultimate disposal of this product should be handled according to all national laws and
	regulations.
Warning	
	Do not work on the system or connect or disconnect cables during periods of lightning activity.
Warning	
	To avoid electric shock, do not connect safety extra low voltage (SELV) circuits to telephone
	network voltage (TNV) circuits. LAN ports contain SELV circuits, and WAN ports contain
	TNV circuits. Come LAN and WAN ports use RJ-45 connectors. Use caution when connecting



The next warning applies when you use an external power supply.

#### Warning

This product relies on the building's installation for short-circuit (over current) protection. Ensure that a fuse or circuit breaker no larger than 120 VAC, 15A U.S. (240 VAC, 10A international) is used on the phase conductors (all current-carrying conductors).

#### Warning

The device is designed to work with TN power systems.

#### Caution

The IP 2000 is inoperable during a power outage if it it not supported by a UPS (uninterruptible power supply) when using either a local transformer or inline power on the LAN. This affects your ability to reach 911.

#### Caution

Do not use the Cisco UP Phone IP-2000 to contact 911 if you are in a remote environment (remote from the Cisco Call Manager when using the Cisco Call Manager version of the phone, or remote from the switch), as it will provide incorrect location information to the 911 operator.

#### FCC INFORMATION TO THE USER

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one more of the following measures:

- -. Reorient or relocate the receiving antenna.
- -. Increase the separation between the equipment and receiver.
- -. Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- -. Consult the dealer or an experienced radio/TV technician for help.

**WARNING:** Changes or modifications not expressly approved by the manufacturer could void the user's authority to operate the equipment.



# 1.2 Installing the Phone and Connecting to the Network

Before installing the phone, read the safety warnings in the "Safety Notices" section on page 1.

Refer to Figure 2-1 for an overview about how to connect the IP 2000 to your PC, network, power, and headset. All ports are located at the rear of the phone base unit.



Headset port

Access port
(10/100 PC)

Handset port
(10/100 PC)

Handset port
(DC 48V)

Figure 2-1 IP Phone IP-2000 Cable connections

Use this procedure to install the phone on a network that has already been prepared to host the phone.

- **Step 1** Connect an Ethernet cable to the network port on the phone.
  - Use the Ethernet cable supplied in the box with your Cisco IP Phone. If you need a longer cable, contact your system administrator.
- Step 2 Connect the handset to its port
- **Step 3** Connect the power plug to the DC48V AC adapter port (optional).
  - The IP 2000 can be powered by several different methods. If you are not sure how your phone is receiving power, ask your system administrator.
- **Step 4** Connect jack Ethernet cable from another network device, such as a desktop Computer, to the 10/100 PC access port on the phone(optional)



#### 2. USER MANUAL

#### 2-1 Using the Handset

To place a call with the handset, simply lift the handset. Listen for dial tone, dial the desired number.

To end the call, hang up by replacing the handset.

To answer a call, lift the handset to be connected to the line.

To increase or decrease the volume of your handset, press the up or down Volume Keys. The volume buttons adjust the volume for the currently active call. To save the volume setting for future calls, set the volume to the desired level and hit the Program Key immediately after.

#### 2-2 Using the Headset

To place and answer calls using the headset, plug the approved headset into the back of the phone and press the Headset Key. You can use the headset with all the IP2000 features. The volume and mute controls also adjust volume to the earpiece and mute the speech path of the headset. The Headset Key is located on the front of the phone. The IP2000 supports a four or six wire headset jack. Only specific headsets will be compatible.

To increase or decrease the volume of your headset, press the up or down Volume Keys. The volume buttons adjust the volume for the currently active call. To save the volume setting for future calls, set the volume to the desired level and hit the Program Key immediately after while still in the headset mode.

#### 2-3 Placing a Telephone Call

Lift the handset and dial the number after hearing dial tone.

Press the Headset Key, listen for dial tone and dial the number.



#### 2-4 Answering a Call

Lift the handset.

Activate the Headset Key.

#### 2-5 Ending a Call

If in handset mode, hand up the handset If in Headset mode hit the Headset Key.

#### 2-6 Muting a Call

Press the Mute Key to mute either the transmitter of the handset or the microphone of the headset. To remove mute, re-press the Mute Key. A red LED when illuminated will indicate that the phone is in Mute mode.

#### 2-7 Placing a Call on Hold

To place a call on Hold, press the Hold Function Key. A red flashing LED will indicate that the call is in hold. To remove the call from Hold, press the Hold Key again and the LED will extinguish. If the handset is placed in the cradle of the phone when the line is in Hold, the Hold will remain. If the handset is picked up while in Hold, the caller will be reconnected. If in Headset, to remove a hold condition, press the Headset Key again or press the again.

#### 2-8 Transferring a Call

During the call press the Transfer Function Key. This will place the call on Hold. With dial tone present, call the number you wish to transfer to. When you hear ringing you can hang up and the call will be transferred. If you wish to announce the transfer, wait until the party answers, announce the transfer then hang up and the call will be transferred. If the party refuses the call, press the Transfer Key again and the original party will be returned.



#### 2-9 Redialing the Last Number Dialed

To redial the most recently dialed number, lift the handset or activate the Headset Key and press the Redial Function Key.

#### 2-10 Forwarding All Calls

Use this procedure to forward all incoming calls to another number. You can forward all calls to an IP Phone or non-IP phone.

Go off hook in either handset or headset mode. Press the Call Forward Configured Key, you should hear two beeps. Enter the number to which you want to forward all your calls. A flashing LED will indicate that your phone is in a Call Forward state. To deactivate call forwarding, go off hook, press the Call Forward Key and you should hear two beeps. The LED will extinguish indicating that your phone is no longer in a call forward state.

## 2-11 Making Conference Calls

During a call, press the Conference Feature Key. This will automatically select a new line and place the original party on Hold. Dial the second party. When the second party is connected, hit the Conference Key and add this party to the conference. You can add as many people as the system will allow to the conference. Once you drop from the conference, no called party can add more parties to the conference. A conference can be placed on Hold with the Hold Key. The other parties can talk among themselves but cannot hear you. To transfer a conference call, simply active the Transfer Key, dial the new number and transfer the conference as you would transfer a normal call.

#### 2-12 Mail Using Voice

You will have to set up voice mail per instructions from the system. To connect to Voice Mail, hit the Messages Feature Key.



## 2-13 Changing Ringing Sounds

To change the volume of the ringer, press the volume key while on hook. You will hear the ringing sound. Adjust to the desired volume setting, and then hit the Program Key to set the volume.

To change the tone of the ringer, press the volume key to hear ringing. Press the numbers on the DTMF Key Pad to change the tones of the ringers until the desired tone is heard. While listening, press the Program Key to set the tone.

#### 2-14 Configuring Local Speed Dial Numbers

#### [1]. H.323 Phone Speed Dial

To program configurable Autodial Keys for numbers, go off hook, press the Program Key, then dial the number desired, then press the autodial key where to store the number, press the Program key again, then hang up.

#### [2]. Skiny Phone Speed Dial

When the autodial is pressed, it to the Call-Manager where the numbers are stored

#### 2.15 Selecting other Features for the Configurable Keys

To program a configurable key with other system features, go off hook, press the Program Key, then the "\*" key, then the selected feature code from the dial pad, press the selected Autodial Key, press the Program Key again, then hang up.