



YEALINK SIP-T48U QUICK USER GUIDE



USING YOUR PHONE

NAVIGATING THE TOUCH SCREEN

- To enter the main menu, tap
- To return to the idle screen, tap
- To go back to the previous menu, tap
- To select a soft key, tap the soft key.
- To select an item, tap the item.
- To turn pages, tap or on the touch screen.
- To scroll through values in a pull-down list, press or .

ENTERING AND UPDATING DATA

To enter data:

- Tap the field you want to edit.
- Tap the IME soft key to switch input modes.
- Enter data using the keypad.
- Tap the Save soft key.

To select a field option:

Tap the field name, and then tap the field's highlighted box. From the pull-down list, tap the desired option.

BASIC CALL FEATURES

PLACING A CALL USING THE HANDSET

- Pick up the handset.
- Enter the number, and then tap Send.

USING THE SPEAKERPHONE

- With the handset on-hook, press .
- Enter the number, and then tap Send.

USING THE HEADSET

- With the headset connected, press to activate the headset mode.
- Enter the number, and then tap Send.

Note: During a call, you can alternate between the headset, hands-free speakerphone and handset modes by pressing the HEADSET key, the Speakerphone key or by picking up the handset. Headset mode requires a connected headset.

ANSWERING A CALL USING THE HANDSET

Pick up the handset.

USING THE SPEAKERPHONE

Press .

Key	Function
HEADSET Key	Toggles and indicates the headset mode.
MUTE Key	Toggles and indicates mute feature.
HOLD Key	Places a call on hold or resumes a held call.
TRANSFER Key	Transfers a call to another party.
Speakerphone Key	Toggles and indicates the hands-free (speakerphone) mode. The key LED illuminates solid green when hands-free (speakerphone) mode is activated.
MESSAGE Key	Accesses voice messages.
REDIAL Key	Redials a previously dialed number.
	Position the cursor within text you're updating. Enable or disable fields.
	Turn pages or scroll through values for a field. Scroll through items. Access History and Directory respectively.
	Confirms actions or answers incoming calls.
	Cancels actions or rejects incoming calls.
Volume Key	Adjusts the volume of the handset, headset, speaker, ringer, or media.



USING THE HEADSET

Press

Note: You can reject an incoming call by pressing the Reject soft key.

ENDING A CALL USING THE HANDSET

Hang up the handset or press the End Call soft key.

USING THE SPEAKERPHONE

Press or the End Call soft key.

USING THE HEADSET

Press the End Call soft key.

REDIAL

- Press to enter the Placed Calls list, and then tap the desired entry.
- Press twice when the phone is idle to dial out the last dialed number.

CALL MUTE AND UN-MUTE

Press to mute the microphone during a call.

Press again to un-mute the call.

TO PLACE A CALL ON HOLD

Press or tap the Hold soft key during an active call.

TO RESUME THE CALL, DO ONE OF THE FOLLOWING

- If there is only one call on hold, press or tap the Resume soft key.
- If there is more than one call on hold, tap the call you want to resume, and then press or tap the Resume soft key.

CALL TRANSFER

You can transfer a call in the following ways:

BLIND TRANSFER

1. Press or the Transfer soft key during an active call. The call is placed on hold.
2. Enter the number you want to transfer to.
3. Press or the B Transfer soft key.

SEMI-ATTENDED TRANSFER

1. Press or the Transfer soft key during an active call. The call is placed on hold.
2. Enter the number you want to transfer to, and then tap Send.
3. Press or the Transfer soft key when you hear the ring-back tone.

ATTENDED TRANSFER

1. Press or the Transfer soft key during an active call. The call is placed on hold.
2. Enter the number you want to transfer to, and then tap Send.
3. Press or the Transfer soft key when the second party answers.

CALL FORWARD

To enable call forward:

1. When the phone is idle, tap ->Features->Call Forward.
2. Select the desired forward type:

Always Forward- Incoming calls are forwarded unconditionally.
Busy Forward- Incoming calls are forwarded when the phone is busy.

No Answer Forward- Incoming calls are forwarded if not answered after a period of time.

3. Enter the number you want to forward to. For No Answer Forward, tap the gray box of the After Ring Time field, and then tap the desired ring time to wait before forwarding.
4. Press the Save soft key to accept the change.

CALL CONFERENCE

1. Tap the Conference soft key during an active call. The call is placed on hold.
2. Enter the number of the second party, and then tap Conference.
3. Tap the Conference soft key again when the second party answers. All parties are now joined in the conference.
4. Press the End Call soft key to disconnect all parties.

Note: You can split the conference call into two individual calls by pressing the Split soft key.

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 listen to voice messages:

1. Tap and then tap Connect, or press .
2. Follow the voice prompts to listen to your voice messages.

CUSTOMIZING YOUR PHONE

CALL HISTORY

1. When the phone is idle, tap , and then tap the desired call list on the left.
2. Tap or , or press or to scroll to the desired page.
3. Tap after the desired entry, and then you can do the following:
 - Tap Send to call the entry.
 - Tap Add to add the entry to the local directory.
 - Tap Edit to edit the phone number of the entry before placing a call. Tap Blacklist to add the entry to the blacklist.
 - Tap Delete to delete the entry from the list.

TO ADD A CONTACT

1. When the phone is idle, tap , and then tap All Contacts on the left.

2. Tap Add to add a contact.
3. Enter a unique contact name in the Name field and contact numbers in the corresponding fields.
4. Tap the Save soft key to accept the change.

TO EDIT A CONTACT

1. When the phone is idle, tap , and then tap All Contacts on the left.
2. Tap after the desired contact.
3. Edit the contact information.
4. Tap the Save soft key to accept the change.

TO DELETE A CONTACT

1. When the phone is idle, tap , and then tap All Contacts on the left.
2. Tap after the desired contact, and then tap Delete.
3. Tap OK when the touch screen prompts "Delete selected item?".

VOLUME ADJUSTMENT

- Press during a call to adjust the receiver volume of the handset/speakerphone/headset.
- Press when the phone is idle or ringing to adjust the ringer volume.
- Press to adjust the media volume in the corresponding screen.



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