



CORDLESS PHONE SETUP GUIDE

Copyright Initiatel LLC 2017

602-368-6400

Physical setup — Base Transceiver DP750

Unpack the DP750 and its accessory parts. Connect the network cable to the base and to any available Ethernet port on your network. If your network has PoE, the transceiver will power up. If it does not, you will need to also connect the included power adapter or any other Micro-USB power source. Normally the base is mounted on a wall or shelf in a location near the networking equipment. For best range, the location should be high and the base should be at least two feet from any metal objects, electrical equipment, or furniture and four feet from the ground or more. If you experience any range issues, try moving the base, changing the orientation, or wall mounting it away from anything metal or electrical.

Physical setup — Handset DP720

Unpack the DP720 and its accessory parts. Open the battery door by sliding it down and insert the batteries as indicated inside the compartment. (Note, in some cases we pre-test your cordless handset and the batteries may already be in it.) Press and hold the red hang up/power button until the phone turns on. The phone will connect to the base and is ready to use when you see the extension number with a green bar next to it. You may attach the belt clip if desired. The phone also supports a standard headset with a 3.5mm plug via the jack on the top of the phone (the rubber cover must be removed).

Each handset includes a charging base that can be placed in any convenient location. The charging base does *not* have any effect on the performance of the phone or its range. You may also charge the phone from any Micro-USB cable. The included charger/cable can be plugged into the base or the phone directly if you prefer not to use the base. Please let the phone charge fully before first use (8 hours or more).

Dialing Calls

Please read the Initiatel phone user's guide for details. It is always best to dial calls *before* pressing the dial button, just like a cell phone. Dial the number then press the green "dial" button. You can also press the speaker button on the bottom left of the keypad if desired.

Voicemail setup

The phone should be fully operational as soon as it boots up. Press and hold the voicemail key (1) to verify this, and set up your voicemail. The system will walk you through setup.

You **MUST** change your voicemail password, which by default is the same as your extension number. If the password is the same as the extension, this triggers the system to prompt you to set up VM every time you call. We recommend a non-obvious 4-digit PIN, however you are free to enter more digits for better security.

We offer a feature to send your voicemails to e-mail. This may or may not be enabled, depending on your company's preferences. We can also set the system to delete the voicemail from the phone when e-mailed, or leave it in both places. This can be changed by sending a support request to us.

(CONTINUED ON REVERSE SIDE)

User's Guides

You should have received a printed or PDF copy of the user's guide for your phone, but if not, they are available on our support site (see below). Also, in some cases you may have received a specialized phone that we don't have a specific guide for. In that case we normally send a very similar guide that will work. You should NOT use the phone manufacturer's guide that was included with the phone, as we have some custom features not included there, or which conflict with those instructions.

If you need help

Your company probably has a central point of contact who will contact us on your behalf. If not, you can call, e-mail, or visit our support site. The support site includes many helpful documents at:

<https://initiatel.freshdesk.com/solution/categories>

To create a support request for any issues not covered in the support documents, you can e-mail or visit the support site:

E-mail: support@initiatel.com

Web: support.initiatel.com