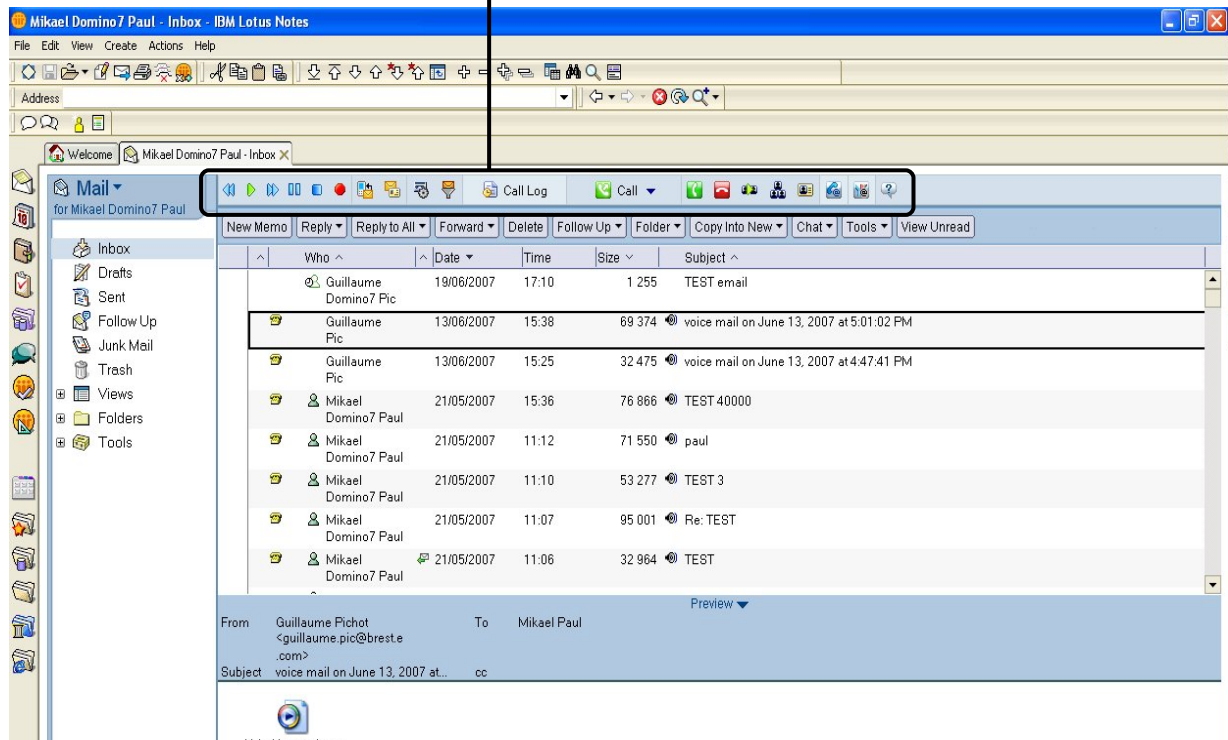


The Alcatel-Lucent OmniTouch 8400 Instant Communications Suite delivers a high level of services when associated to IBM Lotus Notes. Integration is performed through an "add-in" client, providing telephony, messaging and One Number services.

- **Messaging Services**
  - Listen to a voice message
  - Message controls
  - Send a voice message
  - Reply to a message
  - Call back the sender of a message
  - Display information about the sender of a message
- **Telephony Services**
  - Basic telephony services (call by number/number, take call, hang up, etc.)
  - Call log
  - Display contact pop-up
  - Call back the sender of a message
- **One Number Services**
  - Go to the personal routing services

## Connecting to services on demand .....










Click on the  icon to activate the Instant Communications Suite "add-in" client



## Instant Communications Suite toolbar .....









### Messaging Services features

Process your voice messages using the following buttons:

<i>Click on</i>	<i>To</i>
	Play a voice message on your computer or any telephone
	Skip forward in a voice message
	Skip backward in a voice message
	Pause a voice message
	Start recording a new message
	Stop playing or recording a message
	Access voice mail settings
	Play back a voice message on the selected phone number
	Show sender information

### Telephony Services features

Process your phone calls using the following buttons:

<i>Click on</i>	<i>To</i>
	Access the call history
	Answer a call
 Call ▾	Enter a name or number to call a party
	Hang up
	Transfer a call
	Start a three-party conference
	Open a contact pop-up window
	Open the Web Softphone application

## One Number Services

Click on  to launch the personal call routing assistant.

## Mail Inbox

Depending on your installation, your voice messages and faxes, if any, are located:








- In your main Lotus Notes inbox along with e-mails, or
- In a separate folder (IMAP access)


## Help

Click on  to access on-line help






## Messaging Services .....

### Listen to a voice message


1. Select the voice message you want to play from the list of received messages.
2. In the toolbar, click on .  
The phone set rings: pick it up to hear the message. If in automatic pick-up mode, the message is played without warning.
  - Pause and restart playback at any time using the  and  buttons.
  - Jump forward or rewind 10 seconds in a message by clicking on  and .
  - To stop listening to the message, click on .
  - To listen to the message again, click on .

When finished with listening, click on  to hang up.


### Send a voice message

1. Create a new message.
2. In the toolbar, click on  to start recording.  
If not in automatic pick-up mode, the phone set rings and you have to pick it up.
3. Dictate your message after the tone.
4. Click on  to stop recording.  
You can listen to your message by clicking on .  
If you want to record your message again, click on .  
Doing this erases the previous message.
5. When finished, click on  to hang up.
6. Click on **Send**.  
Decide whether you want this voice message to be attached to a written message.


### Call back the sender of a message

1. Select the message whose sender you want to call back.
2. In the toolbar, click on . The system sends the call.

### Display information about the sender of a message

1. From the list of received messages, select a message.
2. In the toolbar, click on . Information about the sender is displayed: last name and first name, office phone number, e-mail address, etc.







### Play or record a voice message from another phone set

1. In the toolbar, click on .
2. Enter the number of the phone set of your choice.  
You can then listen to and record your messages from this phone set.


## Telephony Services .....

### ▪ Call control


Click on:

-  To answer a call
-  To make a call.  
You must select the contact to call beforehand: by accessing a message sent by this contact or by selecting the contact from your Lotus Notes contacts database.
-  Call ▼ Use the arrow to make a call by name or number.
-  To hang up
-  To transfer a call
-  To start a three-party conference


## ▪ Access the call history

Click on . The call log is displayed.

## ▪ Manually display the caller's directory pop-up

During a call, click on . The contact's pop-up is displayed.

## ▪ Display presence information

1. Search a party by name.
2. From the contact database, click on . A menu displays information on the selected party:
  - Telephony presence
  - Instant messaging presence
  - e-mail address
  - Details

If desired, select one of the following options from this menu:

- Call
- Send e-mail
- Send meeting request
- Send a voice message

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