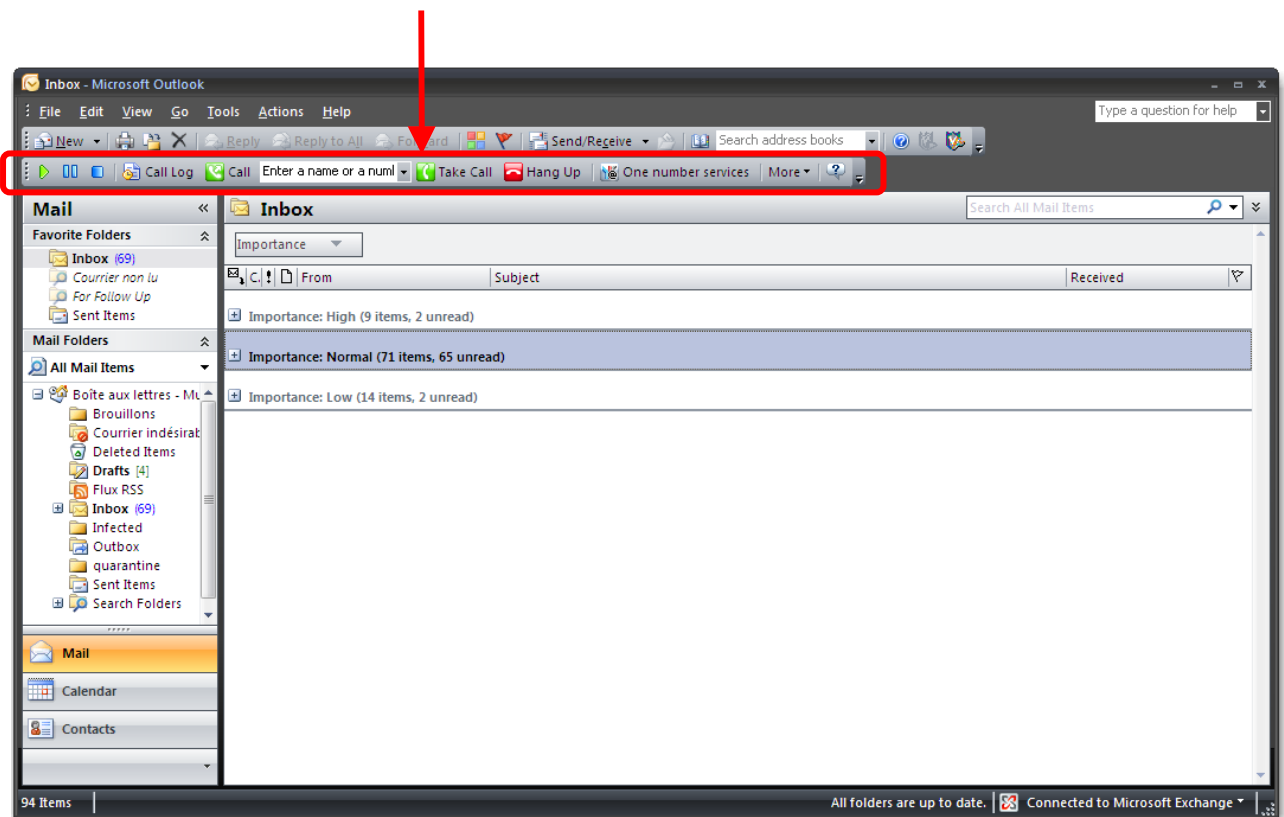


The Alcatel-Lucent OmniTouch 8400 Instant Communications Suite delivers a high level of services when associated to Microsoft Outlook. Integration is performed through an "add-in" client, providing telephony, messaging and one number services.

- **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 name/number, take call, hang up, etc.)
 - Call history
 - 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 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</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</i>	<i>To</i>
	Access call history
	Answer a call
	Make a 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 the  icon 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 Outlook inbox along with e-mails, or
- In a separate inbox (IMAP access)








Help

Click the  icon 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 .
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 .
- To listen to the message again, click .
- When finished with listening, click  to hang up.


▪ Send a Voice Message

1. Create a new message.
2. In the toolbar, click  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  to stop recording.
You can listen to your message by clicking on .
If you want to record your message again, click . Doing this erases the previous message.
5. When finished, click  to hang up.
6. Click **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 . 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 . 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 .
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

▪ Mid-Call Control


Click:

-  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 Outlook contacts database. Depending on user preferences, the system calls the contact's office number or provides a drop-down list of available numbers for this contact.
-  Call To make a call using the combo-box: enter a name (performs a directory lookup) or a number.
-  To hang up
-  To transfer a call
-  To start a three-party conference

▪ **Access the Call History**

Click . The call log is displayed.

▪ **Manually Display the Caller's Directory Pop-up**


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

▪ **Automatically Display the Caller's Directory Pop-up**

In the telephony services preferences, select the type of notification of your choice:

- Alert pop-up
- Outlook contact card
- Nothing

▪ **Display Presence Information**

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

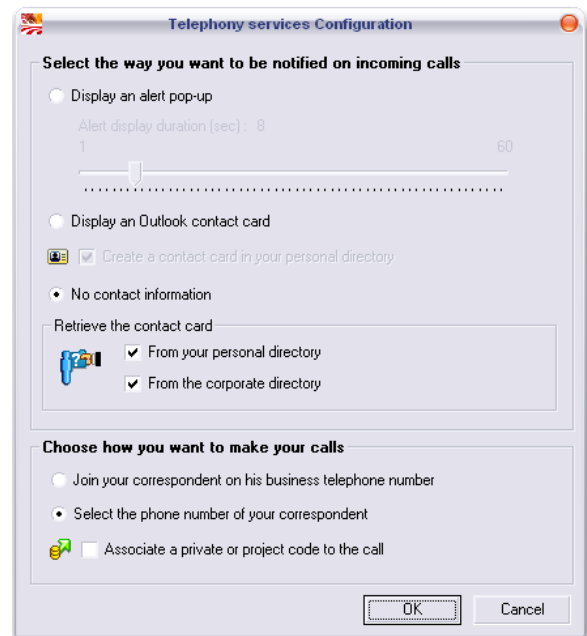
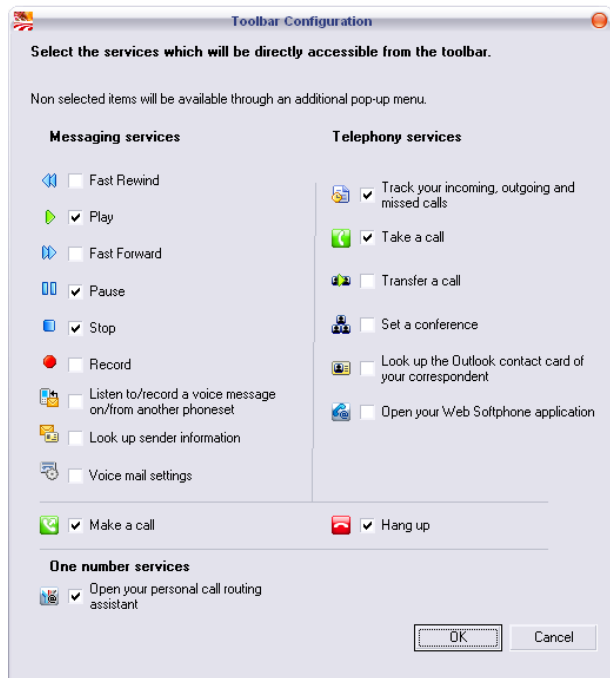
If desired, select one of the following options from this menu:

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

Customization

Go to the *Tools* menu and select the *Options* menu item. The *OmniTouch 8400 ICS* tab offers you to:

- Customize the Instant Communications Suite toolbar
- Define outgoing call settings and how you want to be notified on incoming calls



Enable IMAP

How to configure Outlook to receive e-mail messages from an IMAP server (Alcatel-Lucent 46x5 voicemail or Embedded storage of Instant Communications Suite).

Microsoft Outlook 2007

- Start Outlook.
- On the **Tools** menu, click **Account Settings**.
- Click **New**.
- Click **Microsoft Exchange, POP3, IMAP, or HTTP**, and then click **Next**.
- In the **Auto Account Setup** dialog box, click to select the **Manually configure server settings or additional server types** check box, and then click **Next**.
- Click **Internet E-Mail**, and then click **Next**.
- In the **Server Information** section, select **IMAP** for **Account Type**.
- In the **Your Name** box, enter your name exactly as you want it to appear to recipients.
- In the **E-mail Address** box, type your e-mail address.
- In the **User Name** box, type your account name.
- In the **Password** box, type your password.
- In the **Incoming mail server** box, type the name of your IMAP4 server.
- In the **Outgoing mail server (SMTP)** box, type the name of your SMTP server.

Note: IMAP4 is a retrieval protocol. You must have SMTP to send your messages.

- Click **Next** after you have completed entering this configuration information, and then click **Finish**.

All of your voice messages will show up in a separate folder (<**Incoming mail server**>).

Microsoft Outlook 2003

- On the **Tools** menu, click **E-mail Accounts**.
- Under **E-mail Accounts**, click **Add a new e-mail account**, and then click **Next**.
- Click **IMAP** as the type of account that you are creating, and then click **Next**.
- In the **Your Name** box, enter your name exactly as you would like it to appear to recipients.
- In the **E-mail Address** box, type your e-mail address.
- In the **User Name** box, type your account name.
- In the **Password** box, type your password.
- In the **Incoming mail server (IMAP)** box, type the name of your IMAP4 server.
- In the **Outgoing mail server (SMTP)** box, type the name of your SMTP server.

Note: IMAP4 is a retrieval protocol. You need SMTP to send your messages.

- Click **Next** after you have completed entering this configuration information, and then click **Finish**.

All of your voice messages will show up in a separate folder (<**Incoming mail server (IMAP)**>).

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