




Indicator light

- Flashing green: incoming call
- Flashing orange: alarm

Audio keys

- END key:** to terminate a call.
- Handsfree/Speaker Key:** to make or answer a call without lifting the receiver.
 - lit in handsfree mode or headset mode (short press).
 - flashing in speaker mode (long press).
- Intercom/Mute key:**
 - During a call: press this key so that your party cannot hear you.
 - Terminal idle: press this key so that you can automatically answer a call without lifting the receiver.
- To adjust the speaker or receiver volume up or down**

Extension unit



An extension unit can be fitted to your telephone. This provides additional keys which can be configured as feature keys, line keys, call keys etc.

To affix labels: push the holding strip of the unit backwards to you and lift it. Install the label under the keypad, in the housing designed for, and place the keypad back into position.

To avoid accidentally damaging the set telephone line connector, make sure you position the cord correctly in the compartment intended for this purpose.

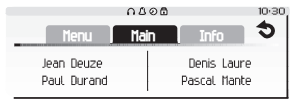
Display and display keys
Contains several lines and pages providing information on calls and the features accessible via the 6 keys associated with the words on the screen.

- Forward icon:** pressing the key next to this icon allows you to program or change the forward feature.
- Receiver connected.**
- Appointment programmed.**
- Silent mode enabled.**
- Telephone locked.**
- Display keys:** pressing a display key activates the feature shown associated with it on the screen.

Navigation

- OK key:** used to validate your choices and options while programming or configuring.
- Left-right navigator:** used to move from one page to another.
- Up-down navigator:** used to scroll through the content of a page.
- Back/Exit key:** to return to previous menu (short press) or return to first screen (long press); during a conversation, provides access to welcome screens (Menu, Info, etc.) and to return to the conversation icon screens.

Welcome screens



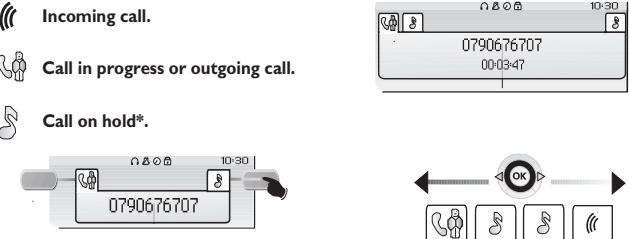
Menu page: contains all functions and applications accessible via the keys associated with the words on the screen.

Main page: contains call line keys (allowing supervision of calls) and programmable call keys (Not available in 'safe' mode).

Info page: contains information on the telephone and the status of its functions: name, telephone number, number of messages, activation of transfer function, appointment reminder, etc.

Call display

- Incoming call.**
- Call in progress or outgoing call.**
- Call on hold*.**



If you get two calls at the same time, you can switch from one call to the other by pressing the display key associated with each call.

Left-right navigator: used to check calls.

Feature keys and programmable keys

- Guide key:** used to obtain information on features of the 'menu' page and to program key of the 'main' page.
- Messaging key to access various mail services**
If the key flashes, a new voice message or a new text message has been received.
- 'Redial' key: To access the 'Redial' feature.**
- Hold:** the call is placed on hold.
- Transfer:** Transfer the call to another number.

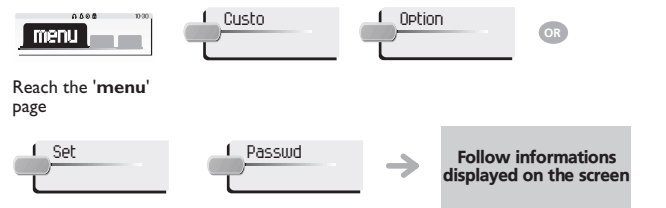
+

This symbol indicates the features that can be accessed in 'safe' mode. According to the configuration the telephone system of your company, your phone set can automatically switch to 'safe' mode in case of loss of connection with the system, in order to ensure continuity of service. For more information, contact your installer or administrator. Please refer to the user manual for features in 'safe' mode. The 'safe' mode is only available for 8 Extended Edition Series.

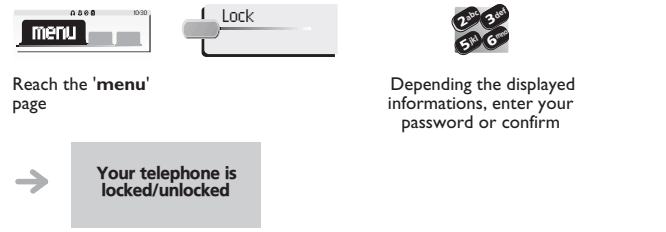
Customize your terminal.

The customization features of the telephone are accessed from the **Menu** page.

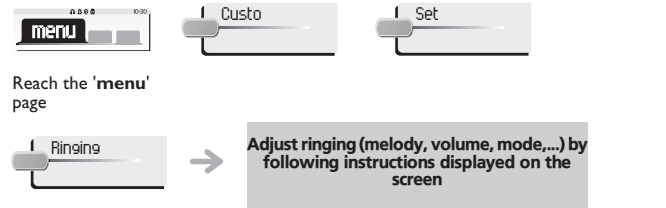
Modifying your personal code Menu



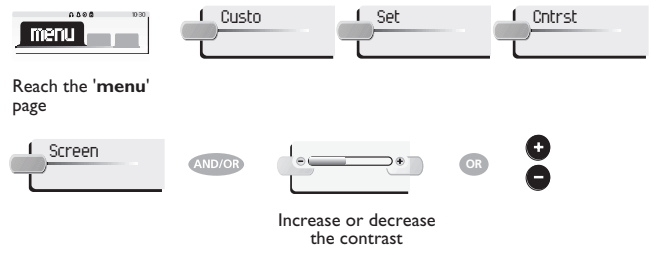
Lock / unlock your telephone Menu



Adjusting the audio features Menu +



Adjusting screen brightness +



Using your telephone

Identifying the terminal you are on

Info

The number of your telephone is displayed on the 'Info' page.



Access the **Info** page using the navigator.

Making a call



OR



OR



OR



Lift the receiver Handsfree Programmable line key Dial the number for your call



To make an external call, dial the outside line access code (9) before dialing your party's number.

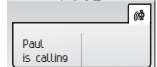
Answering a call



OR



OR



Lift the receiver Handsfree Press the key next to the 'incoming call' icon

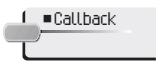
Redial



Last number redial

Making a callback request to a busy number

The number you are calling is busy



Hang up

Voice message service

Reviewing your voice mailbox

If the key flashes, a new voice message or a new text message has been received.



Follow informations displayed on the screen

Press the key next to 'review voice or text message'

Forward your calls to another number



Pre-programmed feature keys are disabled in 'safe' mode. Use MENU keys to access these features.

Forwarding your calls to another number / Your mailbox



Press the key associated with the type of diversion required (immediate, if busy, if no reply etc.)

Follow informations displayed on the screen

When you return, cancel all forwarding



Press the key next to 'cancel or deactivate the diversion'

If necessary, confirm cancellation of the diversion

Directory



Certain features of this section depend on your telephone system, contact your installer or consult the appropriate User Guide (*).

Using dial by name



Follow informations displayed on the screen

Enter the first letters of the last name

Programming your call keys

Main



OR

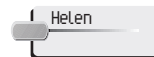


Follow informations displayed on the screen

Press a call key (not programmed) or a programmable key (f1 or f2)

Make calls via your programmed call keys

Main



Select the party you want to call from the programmed call keys

Call the selected party

During a call



Pre-programmed feature keys are disabled in 'safe' mode. Use MENU keys to access these features.

Placing a call on hold (HOLD)



During a call, you may place the call on hold and recover it later, on the same telephone.



The call is placed on hold

Press the 'hold' key to recover the call on hold

Calling a second person during a call



During a call, you can call a second person (consultation call):



The first call is placed on hold

Number of second party

Name of second party



This feature does not allow transfer or conference.

Transferring a call



During a call, you may transfer the call to another number.



Press 'transfer' key

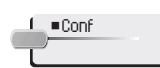
Dial the number to be called

Press to perform the transfer

Three-way conference



During a call, to establish a three-way conference:



Press the "conference" key

Number of second party

Press to establish the three-way conference

Compliance

This document describes the services available on telephones Alcatel-Lucent 4028 Phone/4029 Digital Phone connected to an Alcatel-Lucent OmniPCX Office or Alcatel-Lucent OmniPCX Enterprise Communication Server system. For more information, please consult the User Guide for your 4028 Phone (IP set) or 4029 Digital Phone (digital set). Contact your installer
Warning: never place your telephone in contact with water. To clean your telephone, you may however use a damp soft cloth. Never use solvents (trichlorethylene, acetone, etc.) which may damage the plastic parts of your telephone. Never spray it with cleaning products. Earpiece may retain magnetic objects.

The wording is not contractual and may be subject to change. Some functions of your telephone are controlled by a software key and the configuration of the unit.

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. This Class B digital apparatus complies with Canadian ICES-003. 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. If this equipment does cause harmful interference, please contact your installer.



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