

# Using Avaya IX<sup>™</sup> Conference Phone B199

© 2019-2020, Avaya, Inc. All Rights Reserved.

#### Note

Using a cell, mobile, or GSM phone, or a two-way radio in close proximity to an Avaya IP telephone might cause interference.

#### **Documentation disclaimer**

"Documentation" means information published in varying mediums which may include product information, operating instructions and performance specifications that are generally made available to users of products. Documentation does not include marketing materials. Avaya shall not be responsible for any modifications, additions, or deletions to the original published version of Documentation unless such modifications, additions, or deletions were performed by or on the express behalf of Avaya. End User agrees to indemnify and hold harmless Avaya, Avaya's agents, servants and employees against all claims, lawsuits, demands and judgments arising out of, or in connection with, subsequent modifications, additions or deletions to this documentation, to the extent made by End User.

#### Link disclaimer

Avaya is not responsible for the contents or reliability of any linked websites referenced within this site or Documentation provided by Avaya. Avaya is not responsible for the accuracy of any information, statement or content provided on these sites and does not necessarily endorse the products, services, or information described or offered within them. Avaya does not guarantee that these links will work all the time and has no control over the availability of the linked pages.

#### Warranty

Avaya provides a limited warranty on Avaya hardware and software. Refer to your sales agreement to establish the terms of the limited warranty. In addition, Avaya's standard warranty language, as well as information regarding support for this product while under warranty is available to Avaya customers and other parties through the Avaya Support website: <a href="https://support.avaya.com/helpcenter/getGenericDetails?detailId=C20091120112456651010">https://support.avaya.com/helpcenter/getGenericDetails?detailId=C20091120112456651010</a> under the link "Warranty & Product Lifecycle" or such successor site as designated by Avaya. Please note that if You acquired the product(s) from an authorized Avaya Channel Partner outside of the United States and Canada, the warranty is provided to You by said Avaya Channel Partner and not by Avaya.

"Hosted Service" means an Avaya hosted service subscription that You acquire from either Avaya or an authorized Avaya Channel Partner (as applicable) and which is described further in Hosted SAS or other service description documentation regarding the applicable hosted service. If You purchase a Hosted Service subscription, the foregoing limited warranty may not apply but You may be entitled to support services in connection with the Hosted Service as described further in your service description documents for the applicable Hosted Service. Contact Avaya or Avaya Channel Partner (as applicable) for more information.

#### **Hosted Service**

THE FOLLOWING APPLIES ONLY IF YOU PURCHASE AN AVAYA HOSTED SERVICE SUBSCRIPTION FROM AVAYA OR AN AVAYA CHANNEL PARTNER (AS APPLICABLE), THE TERMS OF USE FOR HOSTED SERVICES ARE AVAILABLE ON THE AVAYA WEBSITE, <u>HTTPS://SUPPORT.AVAYA.COM/LICENSEINFO</u> UNDER THE LINK "Avaya Terms of Use for Hosted Services" OR SUCH SUCCESSOR SITE AS DESIGNATED BY AVAYA, AND ARE APPLICABLE TO ANYONE WHO ACCESSES OR USES THE HOSTED SERVICE. BY ACCESSING OR USING THE HOSTED SERVICE, OR AUTHORIZING OTHERS TO DO SO, YOU, ON BEHALF OF YOURSELF AND THE ENTITY FOR WHOM YOU ARE DOING SO (HEREINAFTER REFERRED TO INTERCHANGEABLY AS "YOU" AND "END USER"), AGREE TO THE TERMS OF USE. IF YOU ARE ACCEPTING THE TERMS OF USE ON BEHALF A COMPANY OR OTHER LEGAL ENTITY, YOU REPRESENT THAT YOU HAVE THE AUTHORITY TO BIND SUCH ENTITY TO THESE TERMS OF USE. IF YOU DO NOT HAVE SUCH AUTHORITY, OR IF YOU DO NOT WISH TO ACCEPT THESE TERMS OF USE, YOU MUST NOT ACCESS OR USE THE HOSTED SERVICE OR AUTHORIZE ANYONE TO ACCESS OR USE THE HOSTED SERVICE.

#### Licenses

THE SOFTWARE LICENSE TERMS AVAILABLE ON THE AVAYA WEBSITE, HTTPS://SUPPORT.AVAYA.COM/LICENSEINFO. UNDER THE LINK "AVAYA SOFTWARE LICENSE TERMS (Avaya Products)" OR SUCH SUCCESSOR SITE AS DESIGNATED BY AVAYA, ÁRE APPLICABLE TO ANYONE WHO DOWNLOADS, USES AND/OR INSTALLS AVAYA SOFTWARE, PURCHASED FROM AVAYA INC., ANY AVAYA AFFILIATE, OR AN AVAYA CHANNEL PARTNER (AS APPLICABLE) UNDER A COMMERCIAL AGREEMENT WITH AVAYA OR AN AVAYA CHANNEL PARTNER. UNLESS OTHERWISE AGREED TO BY AVAYA IN WRITING AVAYA DOES NOT EXTEND THIS LICENSE IF THE SOFTWARE WAS OBTAINED FROM ANYONE OTHER THAN AVAYA, AN AVAYA AFFILIATE OR AN AVAYA CHANNEL PARTNER; AVAYA RESERVES THE RIGHT TO TAKE LEGAL ACTION AGAINST YOU AND ANYONE ELSE USING OR SELLING THE SOFTWARE WITHOUT A LICENSE. BY INSTALLING, DOWNLOADING OR USING THE SOFTWARE, OR AUTHORIZING OTHERS TO DO SO, YOU, ON BEHALF OF YOURSELF AND THE ENTITY FOR WHOM YOU ARE INSTALLING, DOWNLOADING OR USING THE SOFTWARE (HEREINAFTER REFERRED TO INTERCHANGEABLY AS "YOU" AND "END USER"), AGREE TO THESE TERMS AND CONDITIONS AND CREATE A BINDING CONTRACT BETWEEN YOU AND AVAYA INC. OR THE APPLICABLE AVAYA AFFILIATE ("AVAYA").

Avaya grants You a license within the scope of the license types described below, with the exception of Heritage Nortel Software, for which the scope of the license is detailed below. Where the order documentation does not expressly identify a license type, the applicable license will be a Designated System License as set forth below in the Designated System(s) License (DS) section as applicable. The applicable number of licenses and units of capacity for which the license is granted will be one (1), unless a different number of licenses or units of capacity is specified in the documentation or other materials available to You. "Software" means computer programs in object code, provided by Avaya or an Avaya Channel Partner, whether as stand-alone products, pre-installed on hardware products, and any upgrades, updates, patches, bug fixes, or modified versions thereto. "Designated Processor" means a single stand-alone computing device. "Server" means a set of Designated Processors that hosts (physically or virtually) a software application to be accessed by multiple users. "Instance" means a single copy of the Software executing at a particular time: (i) on one physical machine; or (ii) on one deployed software virtual machine ("VM") or similar deployment.

#### License types

Designated System(s) License (DS). End User may install and use each copy or an Instance of the Software only: 1) on a number of Designated Processors up to the number indicated in the order; or 2) up to the number of Instances of the Software as indicated in the order, Documentation, or as authorized by Avaya in writing. Avaya may require the Designated Processor(s) to be identified in the order by type, serial number, feature key, Instance, location or other specific designation, or to be provided by End User to Avaya through electronic means established by Avaya specifically for this purpose.

Shrinkwrap License (SR). You may install and use the Software in accordance with the terms and conditions of the applicable license agreements, such as "shrinkwrap" or "clickthrough" license accompanying or applicable to the Software ("Shrinkwrap License").

#### **Heritage Nortel Software**

"Heritage Nortel Software" means the software that was acquired by Avaya as part of its purchase of the Nortel Enterprise Solutions Business in December 2009. The Heritage Nortel Software is the software contained within the list of Heritage Nortel Products located at <a href="https://support.avaya.com/LicenseInfo">https://support.avaya.com/LicenseInfo</a> under the link "Heritage Nortel Products" or such successor site as designated by Avaya. For Heritage Nortel Software, Avaya grants Customer a license to use Heritage Nortel Software provided hereunder solely to the extent of the authorized activation or authorized usage level, solely for the purpose specified in the Documentation, and solely as embedded in, for execution on, or for communication with Avaya equipment. Charges for Heritage Nortel Software may be based on extent of activation or use authorized as specified in an order or invoice.

#### Copyright

Except where expressly stated otherwise, no use should be made of materials on this site, the Documentation, Software, Hosted Service, or hardware provided by Avaya. All content on this site, the documentation, Hosted Service, and the product provided by Avaya including the selection, arrangement and design of the content is owned either by Avaya or its licensors and is protected by copyright and other intellectual property laws including the sui generis rights relating to the protection of databases. You may not modify, copy, reproduce, republish, upload, post, transmit or distribute in any way any content, in whole or in part, including any code and software unless expressly authorized by Avaya. Unauthorized reproduction, transmission, dissemination, storage, and or use without the express written consent of Avaya can be a criminal, as well as a civil offense under the applicable law.

#### Virtualization

The following applies if the product is deployed on a virtual machine. Each product has its own ordering code and license types. Unless otherwise stated, each Instance of a product must be separately licensed and ordered. For example, if the end user customer or Avaya Channel Partner would like to install two Instances of the same type of products, then two products of that type must be ordered.

#### **Third Party Components**

"Third Party Components" mean certain software programs or portions thereof included in the Software or Hosted Service may contain software (including open source software) distributed under third party agreements ("Third Party Components"), which contain terms regarding the rights to use certain portions of the Software ("Third Party Terms"). As required, information regarding distributed Linux OS source code (for those products that have distributed Linux OS source code) and identifying the copyright holders of the Third Party Components and the Third Party Terms that apply is available in the products, Documentation or on Avaya's website at: https:// support.avaya.com/Copyright or such successor site as designated by Avaya. The open source software license terms provided as Third Party Terms are consistent with the license rights granted in these Software License Terms, and may contain additional rights benefiting You, such as modification and distribution of the open source software. The Third Party Terms shall take precedence over these Software License Terms, solely with respect to the applicable Third Party Components to the extent that these Software License Terms impose greater restrictions on You than the applicable Third Party

The following applies only if the H.264 (AVC) codec is distributed with the product. THIS PRODUCT IS LICENSED UNDER THE AVC PATENT PORTFOLIO LICENSE FOR THE PERSONAL USE OF A CONSUMER OR OTHER USES IN WHICH IT DOES NOT RECEIVE REMUNERATION TO (i) ENCODE VIDEO IN COMPLIANCE WITH THE AVC STANDARD ("AVC VIDEO") AND/OR (ii) DECODE AVC VIDEO THAT WAS ENCODED BY A CONSUMER ENGAGED IN A PERSONAL ACTIVITY AND/OR WAS OBTAINED FROM A VIDEO PROVIDER LICENSED TO PROVIDE AVC VIDEO. NO LICENSE IS GRANTED OR SHALL BE IMPLIED FOR ANY OTHER USE. ADDITIONAL INFORMATION MAY BE OBTAINED FROM MPEG LA, L.L.C. SEE http://www.mpegla.com/

#### Service Provider

THE FOLLOWING APPLIES TO AVAYA CHANNEL PARTNER'S HOSTING OF AVAYA PRODUCTS OR SERVICES. THE PRODUCT OR HOSTED SERVICE MAY USE THIRD PARTY COMPONENTS SUBJECT TO THIRD PARTY TERMS AND REQUIRE A SERVICE PROVIDER TO BE INDEPENDENTLY LICENSED DIRECTLY FROM THE THIRD PARTY SUPPLIER. AN AVAYA CHANNEL PARTNER'S HOSTING OF AVAYA PRODUCTS MUST BE AUTHORIZED IN WRITING BY AVAYA AND IF THOSE HOSTED PRODUCTS USE OR EMBED CERTAIN THIRD PARTY SOFTWARE, INCLUDING BUT NOT LIMITED TO MICROSOFT SOFTWARE OR CODECS, THE AVAYA CHANNEL PARTNER IS REQUIRED TO INDEPENDENTLY OBTAIN ANY APPLICABLE LICENSE AGREEMENTS, AT THE AVAYA CHANNEL PARTNER'S EXPENSE, DIRECTLY FROM THE APPLICABLE THIRD PARTY SUPPLIER.

WITH RESPECT TO CODECS, IF THE AVAYA CHANNEL PARTNER IS HOSTING ANY PRODUCTS THAT USE OR EMBED THE H.264 CODEC OR H.265 CODEC, THE AVAYA CHANNEL

PARTNER ACKNOWLEDGES AND AGREES THE AVAYA CHANNEL PARTNER IS RESPONSIBLE FOR ANY AND ALL RELATED FEES AND/OR ROYALTIES. THE H.264 (AVC) CODEC IS LICENSED UNDER THE AVC PATENT PORTFOLIO LICENSE FOR THE PERSONAL USE OF A CONSUMER OR OTHER USES IN WHICH IT DOES NOT RECEIVE REMUNERATION TO: (I) ENCODE VIDEO IN COMPLIANCE WITH THE AVC STANDARD ("AVC VIDEO") AND/OR (II) DECODE AVC VIDEO THAT WAS ENCODED BY A CONSUMER ENGAGED IN A PERSONAL ACTIVITY AND/OR WAS OBTAINED FROM A VIDEO PROVIDER LICENSED TO PROVIDE AVC VIDEO. NO LICENSE IS GRANTED OR SHALL BE IMPLIED FOR ANY OTHER USE. ADDITIONAL INFORMATION FOR H.264 (AVC) AND H.265 (HEVC) CODECS MAY BE OBTAINED FROM MPEG LA, L.L.C. SEE http://

#### Compliance with Laws

You acknowledge and agree that it is Your responsibility for complying with any applicable laws and regulations, including, but not limited to laws and regulations related to call recording, data privacy, intellectual property, trade secret, fraud, and music performance rights, in the country or territory where the Avaya product is used.

#### **Preventing Toll Fraud**

"Toll Fraud" is the unauthorized use of your telecommunications system by an unauthorized party (for example, a person who is not a corporate employee, agent, subcontractor, or is not working on your company's behalf). Be aware that there can be a risk of Toll Fraud associated with your system and that, if Toll Fraud occurs, it can result in substantial additional charges for your telecommunications services.

#### **Avaya Toll Fraud intervention**

If You suspect that You are being victimized by Toll Fraud and You need technical assistance or support, call Technical Service Center Toll Fraud Intervention Hotline at +1-800-643-2353 for the United States and Canada. For additional support telephone numbers, see the Avaya Support website: <a href="https://support.avaya.com">https://support.avaya.com</a> or such successor site as designated by Avaya.

### Security Vulnerabilities

Information about Avaya's security support policies can be found in the Security Policies and Support section of <a href="https://support.avaya.com/security">https://support.avaya.com/security</a>.

Suspected Avaya product security vulnerabilities are handled per the Avaya Product Security Support Flow (https://support.avaya.com/css/P8/documents/100161515).

## **Downloading Documentation**

For the most current versions of Documentation, see the Avaya Support website: <a href="https://support.avaya.com">https://support.avaya.com</a>, or such successor site as designated by Avaya.

#### **Contact Avaya Support**

See the Avaya Support website: <a href="https://support.avaya.com">https://support.avaya.com</a> for product or Hosted Service notices and articles, or to report a problem with your Avaya product or Hosted Service. For a list of support telephone numbers and contact addresses, go to the Avaya Support website: <a href="https://support.avaya.com">https://support.avaya.com</a> (or such successor site as designated by Avaya), scroll to the bottom of the page, and select Contact Avaya Support.

#### **Regulatory Statements**

#### Industry Canada (IC) Statements

RSS Standards Statement

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions:

- 1. This device may not cause interference, and
- This device must accept any interference, including interference that may cause undesired operation of the device.

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes:

- 1. L'appareil ne doit pas produire de brouillage, et
- L'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

#### Radio Transmitter Statement

Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be so chosen that the equivalent isotropically radiated power (EIRP) is not more than that necessary for successful communication.

Conformément à la réglementation d'Industrie Canada, le présent émetteur radio peut fonctionner avec une antenne d'un type et d'un gain maximal (ou inférieur) approuvé pour l'émetteur par Industrie Canada. Dans le but de réduire les risques de brouillage radioélectrique à l'intention des autres utilisateurs, il faut choisir le type d'antenne et son gain de sorte que la puissance isotrope rayonnée équivalente ne dépasse pas l'intensité nécessaire à l'établissement d'une communication satisfaisante.

This Class B digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

#### Radiation Exposure Statement

This equipment complies with FCC & IC RSS102 radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with minimum distance 20cm between the radiator & your body. This transmitter must not be colocated or operating in conjunction with any other antenna or transmitter.

Cet équipement est conforme aux limites d'exposition aux rayonnements ISEDétablies pour un environnement non contrôlé. Cet équipement doit être installé et utilisé avec un minimum de 20 cm de distance entre la source de rayonnement et votre corps.

This product meets the applicable Innovation, Science and Economic Development Canada technical specifications.

### Industry Canada (IC) Statements

This Class B digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la classe B est conformeà la norme NMB-003 du Canada.

This product meets the applicable Innovation, Science and Economic Development Canada technical specifications.

### **Japan Statements**

#### Class B Statement

This is a Class B product based on the standard of the VCCI Council. If this is used near a radio or television receiver in a domestic environment, it may cause radio interference. Install and use the equipment according to the instruction manual.

この装置は、クラスB情報技術装置です。この装置は、家庭環境で使用することを目的としていますが、この装置がラジオやテレビジョン受信機に 近接して使用されると、受信障害を引き起こすことがあります。

取扱説明書に従って正しい取り扱いをして下さい。 VCCI-B

#### Denan Power Cord Statement



## Danger:

Please be careful of the following while installing the equipment:

 Please only use the connecting cables, power cord, and AC adapters shipped with the equipment or specified by Avaya to be used with the equipment. If you use any other equipment, it may cause failures, malfunctioning, or fire.  Power cords shipped with this equipment must not be used with any other equipment. In case the above guidelines are not followed, it may lead to death or severe injury.



警告

本製品を安全にご使用頂くため、以下のことにご注意ください。

- 接続ケーブル、電源コード、AC アダプタなどの部品は、必ず 製品に同梱されております添付品または指定品をご使用くだ さい。添付品指定品以外の部品をご使用になると故障や動作 不良、火災の原因となることがあります。
- 同梱されております付属の電源コードを他の機器には使用しないでください。上記注意事項を守らないと、死亡や大怪我など人身事故の原因となることがあります。

#### México Statement

The operation of this equipment is subject to the following two conditions:

- It is possible that this equipment or device may not cause harmful interference, and
- This equipment or device must accept any interference, including interference that may cause undesired operation.

La operación de este equipo está sujeta a las siguientes dos condiciones:

- Es posible que este equipo o dispositivo no cause interferencia perjudicial y
- Este equipo o dispositivo debe aceptar cualquier interferencia, incluyendo la que pueda causar su operación no deseada

#### **Brazil Statement**

Este equipamento não tem direito à proteção contra interferência prejudicial e não pode causar interferência em sistemas devidamente autorizados

#### Power over Ethernet (PoE) Statement

This equipment must be connected to PoE networks without routing to the outside plant.

#### U.S. Federal Communications Commission (FCC) Statements

#### Compliance Statement

The changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

To comply with the FCC RF exposure compliance requirements, this device and its antenna must not be co-located or operating to conjunction with any other antenna or transmitter.

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions:

- 1. This device may not cause harmful interference, and
- This device must accept any interference received, including interferences that may cause undesired operation.

### Class B Part 15 Statement

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. These limits are designated to provide reasonable protection against harmful interferences 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. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interferences to radio or television reception, which can be determined by turning the

equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- · Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

#### Radiation Exposure Statement

This equipment complies with FCC radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with minimum distance of 8 in or 20 cm between the radiator and your body. This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

#### **EU Countries**

This device when installed complies with the essential requirements and other relevant provisions of EMC Directive 2014/30/EU and LVD Directive 2014/35/EU. A copy of the Declaration may be obtained from <a href="https://support.avaya.com">https://support.avaya.com</a> or Avaya Inc., 4655 Great America Parkway, Santa Clara, CA 95054–1233 USA.

WiFi transmitter

Frequencies for 2412-2472 MHz, transmit power: 10 dBm

#### **General Safety Warning**

- Use only the Avaya approved Limited Power Source power supplies specified for this product.
- · Ensure that you:
  - Do not operate the device near water.
  - Do not use the device during a lightning storm.
  - Do not report a gas leak while in the vicinity of the leak.
  - For Accessory Power Supply Use Only Limited Power Supply and products that conform to Radio Equipment Directive, EU directive 2014/53/EU.
- Do not push objects into holes and ventilation slots of the device.
- Do not place a naked flame source, such as lighted candles, on or near the device.
- Do not intentionally hit the device or place heavy or sharp objects on the device.
- Do not attempt to repair the device yourself. Always use a qualified service agent to perform adjustments and repairs.
- Keep the device away from benzene, diluents, and other chemicals.

## Trademarks

The trademarks, logos and service marks ("Marks") displayed in this site, the Documentation, Hosted Service(s), and product(s) provided by Avaya are the registered or unregistered Marks of Avaya, its affiliates, its licensors, its suppliers, or other third parties. Users are not permitted to use such Marks without prior written consent from Avaya or such third party which may own the Mark. Nothing contained in this site, the Documentation, Hosted Service(s) and product(s) should be construed as granting, by implication, estoppel, or otherwise, any license or right in and to the Marks without the express written permission of Avaya or the applicable third party.

Avaya is a registered trademark of Avaya Inc.

All non-Avaya trademarks are the property of their respective owners. Linux® is the registered trademark of Linus Torvalds in the U.S. and other countries.

#### **Device Usage Consent**

By using the Avaya device you agree that Avaya, from time to time, may collect network and device data from your device and may use such data in order to validate your eligibility to use the device.

# **Contents**

Chapter 1: Introduction	8
Purpose	8
Change history	8
Chapter 2: Overview	9
Phone overview	9
Safety guidelines	9
Physical layout	11
Connection layout	12
Dimensions	12
lcons	13
LED status indicators	15
Specifications	16
Chapter 3: Telephony operations	18
Regular phone calls	18
Making a call	18
Answering a call	19
Answering a call while on another call	
Muting and unmuting the microphone during a call	19
Placing a call on hold	
Redialing a number	
Conference calls	
Setting up a conference call	
Adding a participant to a conference call	22
Placing a participant of a conference call on hold	22
Talking to a participant of a conference call privately	
Dropping a participant from a conference call	23
Splitting a conference call	
Chapter 4: Settings configuration and management	25
Configuration of Avaya IX <sup>™</sup> Conference Phone B199	25
Viewing the IP address	
Setting the password for Avaya IX <sup>™</sup> Conference Phone B199	
Changing the password	26
Logging in to the web interface of Avaya IX Conference Phone B199	27
Logging out from Avaya IX <sup>™</sup> Conference Phone B199	
Configuration of the basic settings	28
Configuring the basic settings on the phone	
Configuring the settings through the web interface	
Basic settings	29
Chapter 5: Connectivity	33

Connection to other devices	. 33
USB cable connection	. 33
Connection to a personal computer or a deskphone	. 33
Bridge connection	34
Chapter 6: Phone management application	. 36
Avaya® Conference Assistant	
Pairing and connecting devices	
Disconnecting devices	. 37
Deleting pairing	. 38
Checking the calendar and scheduled events	. 38
Participating in a conference call from the calendar	. 39
Starting an unscheduled call	. 39
Managing contacts	
Configuring the Avaya® Conference Assistant settings	. 40
Chapter 7: Features and accessories	. 43
Expansion of the phone coverage	. 43
Arranging a daisy chain	. 44
Defining the mode of the phone	. 44
Disabling the daisy chain mode	. 45
Upgrading Smart Expansion Microphone	45
Chapter 8: Maintenance	. 47
Device status	. 47
Viewing the phone status	. 48
Licenses	. 49
Viewing licenses	49
Chapter 9: Related resources	. 51
Documentation	. 51
Finding documents on the Avaya Support website	. 52
Support	
Using the Avaya InSite Knowledge Base	
Viewing Avava Mentor videos	. 53

# **Chapter 1: Introduction**

# **Purpose**

This document describes the procedures for using Avaya  $IX^{\mathsf{TM}}$  Conference Phone B199 and is intended for the end users.

# **Change history**

Issue	Date	Summary of changes
Release 1.0.1	March 2020	Updated Logging in to the web interface of Avaya IX     Conference Phone B199 on page 27 with the supported browser and communication protocol.
		Updated Basic settings on page 29 with key tone functionality.
		Added <u>Disabling the daisy chain mode</u> on page 45.
		Added <u>Upgrading Smart Expansion Microphone</u> on page 45.

# **Chapter 2: Overview**

# Phone overview

Avaya IX<sup>™</sup> Conference Phone B199 is a SIP conference phone that you can use to make calls and hold conferences with a great audio quality. It provides an improved user experience and ensures an easier connection to audio conference bridges. The phone is based on a multi-connectivity platform to leverage the "Bring your own device" approach.

The features of the conference phone include a simple-to-use 4.3 inch graphical LCD with a backlight and volume up/down and mute buttons. Two more mute key buttons are located along the perimeter of the device. You can attach additional expansion microphones or cascade three B199 devices in a daisy chain to expand the audio distribution and pickup in the room.

B199 Conference Phone is supported in the Avaya network through the Avaya Aura® communication solutions and IP Office.

# Safety guidelines

Ensure that you are familiar with the following safety guidelines before installing, configuring, and administering Avaya IX<sup>™</sup> Conference Phone B199.

# Note:

This conference phone is not designed for making emergency telephone calls when the power fails. Make alternative arrangements for access to emergency services.

- Read, understand, and follow all the instructions.
- Do not place this phone on an unstable cart, stand, or table. If the phone falls, serious damages can be caused to the device.
- Do not drop, knock, or shake the phone. Rough handling can break internal circuit boards.
- Ensure that the power cord or plug is not damaged.
- Do not overload wall outlets and extension cords as this can result in the risk of fire or electric shock.
- Avoid wetting the device to prevent fire or electrical shock hazard.

- Unplug the device from the wall outlet before cleaning. Do not use liquid or aerosol cleaners, harsh chemicals, cleaning solvents, or strong detergents to clean the device. Use a damp cloth for cleaning.
- Avoid exposing the phone to high temperatures above 40°C (104°F), low temperatures below 0°C (32°F), or high humidity.
- Do not block or cover slots and openings of the phone. These openings are provided for ventilation, to protect the phone from overheating.
- Never push objects of any kind into this phone through cabinet slots as they might touch dangerous voltage points or short out parts that could result in a risk of fire or electric shock.
- Do not disassemble this product to reduce the risk of electric shock. Opening or removing covers may expose you to dangerous voltages or other risks. Incorrect reassembly can cause electric shock during subsequent use.
- Do not use the phone to report a gas leak in the vicinity of the leak.
- Do not use the phone near intensive care medical equipment or close to persons with pacemakers.
- Do not place the phone too close to electrical equipment such as answering machines, TV sets, radios, computers, and microwave ovens to avoid interference.

# **!** Important:

In case B199 Conference Phone and the corresponding accessories are damaged, the device does not operate normally or exhibits a distinct change in performance, refer for servicing to the qualified service personnel.

# **Physical layout**



Figure 1: Front view of Avaya IX<sup>™</sup> Conference Phone B199

The following table lists the buttons and the other elements of B199 Conference Phone.

Callout number	Description
1	Mute buttons
2	Volume down button
3	Volume up button
4	NFC tag
5	Touch screen
6	LED status indicators

# **Connection layout**



Figure 2: Connection layout of Avaya IX<sup>™</sup> Conference Phone B199

The following table lists the sockets and ports available on B199 Conference Phone for connection.

Callout number	Description
1	PoE/Ethernet connection socket
2	USB Type A
3	Micro-USB Type B
4	Audio expansion ports
5	Kensington® security lock port
6	NFC tag for Bluetooth

# **Dimensions**

The following table shows the dimensions of Avaya  $IX^{\mathsf{TM}}$  Conference Phone B199.

Parameter	Dimension
Width	326.41 mm
Length	369.87 mm
Height	74.7 mm

# **Icons**

# Icons on the home screen of Avaya IX<sup>™</sup> Conference Phone B199

Icon	Name	Description
<u>(</u>	Recent	To check the call list. The phone provides the following information about the calls:
		Number. You can view the number or the name of the contact from the phone book.
		Date. You can view the information when the phone received the call.  This applies only to the calls preceding the current day.
		Time. For the current day the phone shows the time of the call in hh:mm format.
		Direction. You can view the incoming, outgoing and missed calls.
Ŋ	Conference Assistant	To access the Avaya® Conference Assistant settings.
000 000 000	Dialpad	To dial phone numbers and codes for telephone operations or Avaya® Conference Assistant connection.
<b>(Q)</b>	Settings	To check and configure the settings from the phone. You can view the phone status and reach the menu.
<b>½</b>	Microphone Muted	To mute and unmute the phone.
۵))	Volume Up	To increase the phone volume level.
(۲)	Volume Down	To decrease the phone volume level.
0	DES warning icon	To notify the user of issues which occurred during the automatic provisioning process performed using Device Enrollment Services.

# Other icons of B199 Conference Phone

Icon	Name	Description
1	Make Call or Answer	To indicate the phone off-hook status and answer an incoming call.
^	Hang Up	To indicate the phone on-hook status and end a call.
y	Incoming	To show an incoming call.
y	Outgoing	To show an outgoing call.
	Missed	To indicate a missed call.
<u>_</u>	Hold or On Hold	To put a call on hold or to indicate that a call is on hold.
<b>→</b>	Conference	To organize a conference call.
<b>⊅•</b>	Split	To split a conference call into several separate calls.
+2	Add Participant	To add a participant to a conference call.
A	Talk Private	To organize a private discussion with a participant of a conference call.
<b>1</b>	Caps	To capitalize the letters.
×	Delete	To delete an unneeded number or letter.
0	Visibility	To mark if the characters must stay visible to the user, for example during the log in with the password.
Ø	Invisibility	To mark if the characters must stay invisible to the user, for example during the log in with the password.
6	Logged In	To indicate that the user logged in as the administrator.
<u>*</u>	Microphone Muted	To indicate that the phone is in muted state.

Icon	Name	Description
4	Enter	To confirm the input of information.
<b>✓</b>	Confirm	To confirm the information.
×	Reject	To discard the information.
~	Arrow Down	To move to the sections below.
^	Arrow Up	To move to the sections above.
<	Arrow Left	To return to the previous page.
>	Arrow Right	To move to subsections of a section.
<b>\$</b>	USB Connected	To indicate an active USB connection.
மு	Avaya® Conference Assistant connected	To show the connection of the phone to Avaya® Conference Assistant.
, <b>•</b> °	Daisy Chain Mode	To indicate that the phone is in a daisy chain mode.
<u></u>	Loading	To show that the phone is loading the new version of the firmware or new setting from DES server.

# **LED** status indicators

The LEDs on the phone indicate the status of a call, such as an incoming call, a call on hold, or a call on mute. The LEDs emit bright red and green colors that are visible over a distance to draw your attention to the call status as required.

You can also press the status indicator LEDs to mute and unmute the phone.

LED color	Description
Steady red	Microphones are on mute.
Flashing red	A call is on hold. Microphones and the speaker are turned off.

LED color	Description
Steady green	A call is in progress.
Flashing green	An incoming call is ringing.
LED Off	The phone is inactive.

# **Specifications**

The following specifications are supported on Avaya IX<sup>™</sup> Conference Phone B199:

Name	Description
Power	• PoE 802.3af
	• PoE 802.3at
	PoE injector available as an accessory
Connectivity	Ethernet RJ45 10/100/1000 Mbps, PoE 802.3af and PoE 802.3at
	USB 2.0 Device
	Built-in Bluetooth LE
	Daisy Chain (audio) ports (6-pin RJ-type)
Screen	Graphical touch screen with a resolution of approximately 480 x 800 and size of 4.3"
Acoustics	3 symmetrically placed MEMS microphones
	Full range speaker in the sealed enclosure
Music	PoE 802.3at: 91 dB and bass boost
	• PoE 802.3af: 87 dB
	Daisy Chain: 91 dB
Speech	• PoE 802.3at: 91 dB
	• PoE 802.3af: 87 dB
	Daisy Chain: 91 dB
USB	Micro-USB Type B
Bluetooth	Bluetooth LE
Accessories	You can additionally purchase the following accessories:
	Avaya PoE kit
	Avaya Smart Microphones
	Avaya Daisy Chain kit

Name	Description
User interface	Simplified user interface
	Functional keypad and dial pad
	LED indicators for call status
Operation environment	Avaya Aura®
	• IP Office
Interoperability with PBX and	Broadsoft
platforms	Zang Office

# **Chapter 3: Telephony operations**

# Regular phone calls

You can make and manage regular phone calls with Avaya IX<sup>™</sup> Conference Phone B199. Regular call is a traditional telephony option when two persons are speaking over the phone.

B199 Conference Phone supports the following regular phone call operations:

- · Making a call
- · Answering a call
- Answering a call while on another call
- Muting the phone during a call
- Placing the call on hold
- Redialing a number

You can use the volume control buttons on the phone to adjust the volume during a call.

# Making a call

## About this task

Use this procedure to make a call with Avaya IX<sup>™</sup> Conference Phone B199.

## **Procedure**

- 1. On the phone screen, tap the **Dialpad** icon.
- 2. On the displayed dial pad, dial the number you want to call.
- 3. **(Optional)** To edit a dialed number, tap the **Delete** icon.
- 4. Tap the Make Call icon.

The phone starts dialing the number. The LEDs show a steady green light. When the other person answers, you can see the duration of the call on the screen.

If the other person discards your call, the phone shows you the following message: All possible destinations are busy.

# Answering a call

## About this task

Use this procedure to answer an incoming call. When there is an incoming call, the phone plays a ringtone, the green LED starts flashing, and the phone displays the number of the calling person on the screen.

### **Procedure**

1. On the phone screen, tap the **Answer** icon.

When you answer the call, the phone displays the timer. You can control the duration of the call.

2. To end the call, tap the **Hang Up** icon.

# Answering a call while on another call

### About this task

Use this procedure to answer an incoming call when you are on a call without dropping the first call. When there is a second incoming call, the phone shows the caller's number and the green LED starts flashing.

## **Procedure**

- 1. On the phone screen, tap one of the following:
  - a. **Answer**: To answer the second call, and put the first call on hold.
  - b. **Hang Up**: To ignore the second call, and continue the first call.
- 2. Go on with the call.

B199 Conference Phone stops ringing.

# Muting and unmuting the microphone during a call

## **About this task**

Use this procedure to mute the microphone during a call.

## Before you begin

Start a call.

### **Procedure**

1. On the phone, tap the **Microphone Muted** icon.

The LED color changes from green to red. The other participant cannot hear what you are saying.

2. To unmute the microphone, tap the **Microphone Muted** icon again.

# Placing a call on hold

## About this task

Use this procedure to place an active call on hold and then resume the call.

## Before you begin

Start a call.

### **Procedure**

1. On the phone screen, tap the **Hold** icon.

The LED starts flashing red indicating that the call is placed on hold.

2. Tap the Hold icon again.

The LEDs turn green indicating that the call is active again.

3. To end the call, tap the **Hang Up** icon.

# Redialing a number

## About this task

Use this procedure to redial the number from your call list.

## **Procedure**

1. On the phone screen, tap the **Recent** icon.

The phone displays the list of the last incoming, outgoing and missed calls.

2. Scroll through the list and select the number you want to call.

The phone displays the following information about the call:

- Number
- · Date or time
- Direction
- 3. Tap the **Make Call** icon to redial the number.

The phone dials the selected number.

# Conference calls

You can make and manage conference calls with Avaya IX<sup>™</sup> Conference Phone B199. Conference call is a telephony option when at least three persons are speaking over the phone.

# Note:

These conference calls are conference calls generated by B199 Conference Phone (the built-in audio conference bridge).

B199 Conference Phone supports the following conference call operations:

- Setting up a conference call
- Adding participants to a conference call
- · Putting a participant of a conference call on hold
- Talking to a participant of a conference call privately
- · Splitting a conference call
- Dropping a participant from a conference call.

# Note:

B199 Conference Phone supports a conference of maximum 5 participants, out of whom 4 are external. The number depends on the used codecs.

# Setting up a conference call

### About this task

Use this procedure to set up a conference call on your phone.

### **Procedure**

- 1. Tap the **Dialpad** icon.
- 2. Dial the number of the first person that you want to include in the conference call.
- 3. When the person answers, tap Add Participant.

The phone displays the Add Participant screen.

4. Dial the number of the second person that you want to include in the conference call.

You can choose the number in the **Recent** tab from the recent calls list or dial the number using the **Dialpad**.

5. Tap **Conference** when the called party answers.

The phone displays the conference call window and starts the conference call. The conference call window displays the names or numbers of the participants on the call and a call timer.

# Adding a participant to a conference call

## **About this task**

Use this procedure to add participants to an ongoing conference call.

## Before you begin

Start a conference call.

### **Procedure**

1. On the phone screen, tap Add Participant.

The phone displays the Add Participant screen.

- 2. To add a participant, do one of the following:
  - On the Recent tab, choose the number of the person that you want to include in the conference from the recent calls list.
  - Dial the number using the **Dialpad**.
- 3. When the called person answers the call, tap **Conference**.

The phone includes the called person into the conference call.

# Placing a participant of a conference call on hold

### About this task

Use this procedure to put a participant of a conference call on hold. This action does not put other participants of the conference call on hold.

## Before you begin

Start a conference call.

### **Procedure**

1. On the phone screen, tap the participant's number or the > icon.

The phone shows the participant and the list of actions, which you can do during an ongoing conference call.

2. Tap the **Hold** icon to put the participant on hold.

The phone activates the **On Hold** icon to demonstrate the procedure is complete.

3. Tap the **On Hold** icon again for the participant to rejoin the conference call.

# Talking to a participant of a conference call privately

## About this task

Use this procedure to talk privately with a participant of a conference call. When you do it, other participants of the conference call are not able to listen to the discussion between you and the selected participant.

## Before you begin

Start a conference call.

### **Procedure**

1. On the phone screen, tap the participant's number or the > icon.

The phone shows the participant and the list of actions, which you can do during an ongoing conference call.

2. Tap the **Talk Private** icon to talk privately with the participant.

The phone puts all other participants on hold.

3. Tap the **Conference** icon to reconnect to the conference call.

# Dropping a participant from a conference call

### About this task

Use this procedure to drop a participant from an ongoing conference call.

## Before you begin

Start a conference call.

#### **Procedure**

1. On the phone screen, tap the participant's number or the > icon.

The phone shows the participant and the list of actions, which you can do during an ongoing conference call.

2. Tap the Hang Up icon.

The phone drops the participant from the conference call.

# Splitting a conference call

## About this task

Use this procedure to split an ongoing conference call into several calls.

## Before you begin

Start a conference call.

## **Procedure**

On the phone screen, tap the **Split** icon.

The phone places all participants to separate calls and puts the calls on hold.

## **Next steps**

- To resume the call with any one of the participants, tap the participant's entry and then the **On Hold** icon.
- To connect all the separate calls to the conference call, tap the **Conference** icon.

# Chapter 4: Settings configuration and management

# Configuration of Avaya IX<sup>™</sup> Conference Phone B199

You can configure the settings directly on Avaya IX<sup>™</sup> Conference Phone B199 and through the web interface. The basic settings, such as the phone name, language, and ring level, can be modified by any user. To configure other settings you need to login as the administrator.



## Important:

The web interface is accessible with the administrator password only. For security reasons, you can set the administrator password only on the phone.

# Viewing the IP address

### About this task

Use this procedure to view the IP address of your Avaya IX<sup>™</sup> Conference Phone B199. You can use this address to log into the web interface of the conference phone and manage the settings in the device through the web browser.

#### **Procedure**

- 1. On the phone screen, tap **Settings**.
- 2. Tap **Status** or the > icon.

The phone displays the following hardware details:

- DES Status
- IP address
- MAC Address
- Bluetooth MAC Address
- Hardware Revision
- Software Version
- Smart Mic 1 Version
- Smart Mic 2 Version

3. Tap < twice to return to the home screen.

# Setting the password for Avaya IX<sup>™</sup> Conference Phone B199

## About this task

Use this procedure to set the password for your B199 Conference Phone when you first activate the phone or after a reset to the factory settings.

## Before you begin

Connect the PoE cable to ensure the phone power supply.

## **Procedure**

1. Wait for the following message to appear on the phone screen:

For full functionality, please set administration password.

- 2. Tap **Yes** to set the password.
- 3. (Optional) Tap Skip to avoid setting the password.

In this case, B199 Conference Phone will be functioning in the administration mode, and you will be able to configure settings on the phone. However, you will not be able to access the web interface.

4. Using the keyboard on the phone screen, type your password. It can contain letters, numbers, and special characters.

The password must contain at least 4 characters. As you enter the password, the phone informs if the password is strong enough.

- 5. Type the password again to confirm it.
- 6. Tap < twice to return to the home screen.

The phone reboots.

# Changing the password

## **About this task**

You can change the administrator password using the phone.

### **Procedure**

- 1. On the phone screen, tap **Settings** > **Admin Login**.
- 2. Enter your administrator password.

The Settings menu in the full functionality mode opens.

3. In the Settings menu, tap **Phone** > **Security**.

The Change Password menu opens.

4. In the **Enter new password** field, enter the new password.

The phone displays the strength of the password.

5. In the **Confirm new password** field, enter the new password again to confirm.

The phone informs if the password matches the one you entered in the **Enter new** password field.

The phone changes the password and reboots.

# Logging in to the web interface of Avaya IX<sup>™</sup> Conference Phone B199

### About this task

Use this procedure to log in to the web interface of your B199 Conference Phone. You can access the web interface only if you set the administrator password for your phone.



B199 Conference Phone officially supports only the Google Chrome browser.

The phone supports only HTTPS communication protocol.

## Before you begin

Obtain the IP address and the administrator password for the phone.

### **Procedure**

1. On the web browser, type the IP address of your phone in the following format:

```
https://111.222.33.44/.
```

2. Enter password in the **Password** field.

The password is the administrator password for your phone.

3. Click **Login** to log in to the web server of your B199 Conference Phone.

#### Related links

Viewing the IP address on page 25

Setting the password for Avaya IX Conference Phone B199 on page 26

# Logging out from Avaya IX<sup>™</sup> Conference Phone B199

## About this task

Use this procedure to log out from the web server of your B199 Conference Phone from your web browser.

## Before you begin

You must be logged in to the web interface of your conference phone.

## **Procedure**

On the web browser, click Logout.

You are forwarded to the Login page and see the prompt that you are not logged in.

# Configuration of the basic settings

You can configure the basic settings directly on Avaya IX<sup>™</sup> Conference Phone B199 or through the web interface.

Any user can configure the following basic settings of B199 Conference Phone:

- · Phone Name
- Language
- Ring Level
- Key Tone

To configure other basic and advanced settings you must log in as the administrator.

### Related links

Basic settings on page 29

# Configuring the basic settings on the phone

## About this task

Use this procedure to configure the basic settings on the phone.

### **Procedure**

- 1. On the phone screen, tap **Settings** > **Phone**.
- 2. Choose the parameter that you want to configure and proceed to the options available.

You must log in as the administrator to change the password, set time settings, choose the Daisy Chain mode or reset the phone to factory settings.

3. After you made the choices, return to the home screen.

Depending on what parameters you change, the phone restarts the application or reboots.

# Configuring the settings through the web interface

## About this task

Use this procedure to configure the settings through the web interface of your Avaya IX<sup>™</sup> Conference Phone B199. Note that only administrator can configure all the settings.

### **Procedure**

- 1. Log in to the web interface.
- 2. Click Basic.
- 3. Choose the parameter that you want to configure and proceed to the options available.
- 4. Click Save.

# **Basic settings**

The following are the basic settings of Avaya  $IX^{\text{TM}}$  Conference Phone B199 available through the web interface in the Basic tab or on the phone in **Settings > Phone** and **Settings > Time**.

Name	Description
Phone	
Name	To specify the name of the phone, which is visible on the home screen when the phone is in a stand-by or on-hook mode. The default name is Conference Phone.
Language	To select the appropriate language. The options are:
	English. This is the default setting.
	Swedish
	• Danish
	Norwegian
	• Finnish
	• Italian
	German
	French
	Spanish
	Portuguese
	• Dutch
	Simplified Chinese

Name	Description
Security	To change the administrator password.
	Note:
	You can configure this parameter if you logged in with the administrator password.
	Important:
	For security reasons, you can change the administrator password only on the phone.
Ring Level	To choose from six volume levels and a Silent mode. The default setting is Level 4.
	If you select the Silent mode, only the green LEDs on the phone flash when a call is received.
Key Tone	To enable or disable the key click sound as you tap the phone screen buttons.
	By default, the key tone is on.
Reboot Device	To reboot the phone when needed.
	Note:
	You can use this function only through the web interface.
Webapp debug	To enable or disable the debugging function for the web application. It activates the web application logging available in the System Logs tab. By default, Webapp Debug is off.
	Note:
	You can use this function only through the web interface.
Daisy Chain	To choose a mode, in which your B199 Conference Phone operates in case of a daisy chain arrangement. The options are:
	Master. This is the default setting.
	• Slave
	Note:
	You can configure this parameter if you logged in with the administrator password.
Factory Reset	To reset the phone to its factory settings. By resetting the phone to its factory settings, you remove all the configurations set, exported and installed in course of the phone use.
	* Note:
	You can do the factory reset only if you log in with the administrator password and only on the phone.
Time	

Name	Description
Enable NTP	To enable or disable the Network Time Protocol (NTP). By default, NTP is enabled.
	Note:
	You can configure this parameter if you logged in with the administrator password.
NTP Server	To specify the NTP server when NTP is enabled. By default the phone uses the following NTP server: 0.pool.ntp.org.
	Note:
	You can configure this parameter if you logged in with the administrator password.
Date	To set the current date.
	Note:
	You can use this function only through the web interface.
	Note:
	You can set the current date manually only if NTP is in disabled state.
	The date is set in the mm/dd/yyyy format. You can specify the date by doing the following:
	Manually enter the date in the field.
	Use the up and down arrows to move through a set of fixed values for the date, month, and year.
	Select a date from the drop-down calendar.
	You can also click the × icon to delete the value that is available and enter the date you want.

Name	Description
Time	To set the current time.
	Note:
	You can use this function only through the web interface.
	Note:
	You can set the time manually only if NTP is in disabled state.
	The time is set in the hh:mm:ss format. You can see the time on the home screen of the phone.
	The interface provides the time using the 12-hour clock approach, that is you see an AM or PM abbreviation to specify the time.
	You can set the time by doing the following:
	Manually enter the time value in the field.
	<ul> <li>Use the up and down arrows to move through a set of fixed values for the hours, minutes, and seconds.</li> </ul>
Geo Timezone (auto DST)	To enable or disable the Daylight Saving Time (DST) mode based on the selected geographical timezone.
	By default, DST is disabled.
	Note:
	You can use this function only through the web interface.
Timezone	To select a timezone from a drop-down list. The available timezone is based on <b>Geo Timezone (auto DST)</b> being enabled or disabled. With <b>Geo Timezone (auto DST)</b> disabled, the phone sets the time as a difference with the Coordinated Universal Time (UTC). With <b>Geo Timezone (auto DST)</b> enabled, the phone specifies the timezone based on the country and the city observing the DST.
	The default setting is UTC.
	Note:
	You can use this function only through the web interface.

After you click **Save** in the web interface, the phone saves the changes and restarts the application or reboots, depending on what parameters you changed. To save changes on the phone, you must return to the home screen, and the phone restarts the application or reboots to apply them.

# **Chapter 5: Connectivity**

# Connection to other devices

Avaya IX<sup>™</sup> Conference Phone B199 is based on a multi-connectivity platform and can be connected to a personal computer, a deskphone, and mobile devices.

USB 2.0 Device connection is applied as an alternative to Ethernet.

You can connect B199 Conference Phone to other Bluetooth devices by establishing Bluetooth LE connection between the phone and any such device. The NFC tag ensures easy pairing and quick reconnection between B199 Conference Phone and a mobile device with Avaya® Conference Assistant application installed.

You can connect up to two expansion microphones to your B199 Conference Phone by using the available audio expansion ports. You can also connect up to three conference phones in a daisy chain to expand the phone coverage.

# **USB** cable connection

You can connect Avaya IX<sup>™</sup> Conference Phone B199 to a personal computer, a deskphone, or other devices using a Micro-USB Type B cable. When connected through the micro-USB port, B199 Conference Phone serves as a full duplex, echo cancellation and noise reduction device.

# Connection to a personal computer or a deskphone

You can connect your Avaya IX<sup>™</sup> Conference Phone B199 to a personal computer or a deskphone by using a USB cable.

The connected device normally uses the phone as a speaker and a conference unit. When the computer starts communication software or audio recording software, the microphone on the phone is also activated. At the same time, the green LEDs on the phone light up.

# Connecting to a personal computer or a deskphone

## About this task

Use this procedure to connect your Avaya IX<sup>™</sup> Conference Phone B199 to a personal computer or a deskphone with a cable. When connected, the phone becomes an echo-cancelling device. This

connection ensures better sound quality that can be manually adjusted in the appropriate applications on the PC.

## Before you begin

Prepare USB micro Type B receptacle for connection purposes.

### **Procedure**

- 1. Use the USB cable to connect the phone and the computer.
  - The B199 Conference Phone screen shows that the USB mode is enabled.
- 2. **(Optional)** Access the computer settings and select the phone as the audio device. The computer operating system automatically selects the phone as a speaker and microphone.
- 3. **(Optional)** Restart the software to switch to the new audio device if the computer has active software that is using built-in speakers of the computer.

# Managing VoIP calls through a PC

### About this task

Use this procedure to manage VoIP calls through a personal computer or a laptop. The phone functions as a speaker and microphone for the PC.

If you receive an incoming VoIP call during an active USB call, the phone indicates the incoming call with a tone signal and LEDs flashing.

## Before you begin

- Turn on the PC.
- Connect B199 Conference Phone with the USB receptacle to the PC.
- Select B199 Conference Phone as the audio device in the computer settings.
- · Run the VoIP software.

### **Procedure**

- 1. In the VoIP software, select the contact to call.
- 2. Dial the number and talk to your contact.
- 3. End the call in the computer VoIP software.

The phone functions as a speaker for the computer.

# **Bridge connection**

Avaya IX<sup>™</sup> Conference Phone B199 supports bridging all connected devices within the external dial-in conference calls. You can connect B199 Conference Phone to SIP server using Ethernet and also connect B199 Conference Phone to a laptop, a deskphone or a PC using USB. B199 Conference Phone can bridge all these connections together into a combined call.

When bridging your computer and the phone, you must activate both sources of sound. B199 Conference Phone can handle full duplex, echo cancellation, and noise reduction for all bridged sound sources simultaneously.

# Note:

The sound from the bridged computer and SIP call can have different levels. To hear all participants of the conference call clearly, adjust each sound source individually.

# Chapter 6: Phone management application

# Avaya® Conference Assistant

You can manage your Avaya IX<sup>™</sup> Conference Phone B199 from a mobile phone or a tablet if you have Avaya<sup>®</sup> Conference Assistant installed on the device. You can download and install Avaya<sup>®</sup> Conference Assistant free from App Store and Google Play like any other application. You can use the NFC tag to easily start downloading the application. For that, you must bring the mobile device with the NFC enabled to the NFC tag on the conference phone, and the web browser on the mobile device opens the web page with the application in App Store or Google Play.

With Avaya® Conference Assistant, you can call contacts from your local address book, create conference groups, and control a call. For example, you can answer and hang up the call, mute and unmute the microphone, dial a number, adjust the volume level, and hold and resume the call.

The mobile device with Avaya<sup>®</sup> Conference Assistant is connected to the phone over the built-in Bluetooth LE. B199 Conference Phone is always discoverable for this connection.

You can configure Avaya<sup>®</sup> Conference Assistant parameters on the phone and from the mobile device with the application installed.

# Pairing and connecting devices

## About this task

Use this procedure to pair your Avaya IX<sup>™</sup> Conference Phone B199 with Avaya<sup>®</sup> Conference Assistant on your mobile device the first time when you use them together. After that, they connect with one touch when you run the application near the conference phone.

The connection range is up to 20 meters. The connection breaks if this range is exceeded. You see a request to reconnect when Avaya® Conference Assistant is within the range of B199 Conference Phone. Reconnection requires only one touch.

# Important:

You can pair up to 100 mobile phones or tablets with your B199 Conference Phone. But only one user connection is active at a time.

## Before you begin

Install Avaya® Conference Assistant on your mobile device.

### **Procedure**

1. On your mobile device, open Avaya® Conference Assistant.

The mobile phone displays the closest B199 Conference Phone.

- 2. To select the phone you want to connect, perform one of the following actions:
  - If your mobile device displays B199 Conference Phone you want to connect, tap **Connect** on the mobile device screen.
  - If your mobile device does not display B199 Conference Phone you want to connect, tap **Skip** and then tap the connection symbol in the upper left corner of your mobile device screen.

The mobile device displays the list of available conference phones.

The mobile phone displays a pairing code on the screen.

- 3. Enter the code with the keypad on the conference phone.
- 4. Tap **Ok** on the conference phone to start pairing.

When the devices are paired, both Avaya® Conference Assistant and B199 Conference Phone display the connection symbol.

The conference phone and Avaya<sup>®</sup> Conference Assistant remain paired while they are close to one another.

### **Disconnecting devices**

#### About this task

Use this procedure to disconnect your Avaya IX<sup>™</sup> Conference Phone B199 from the mobile device with Avaya<sup>®</sup> Conference Assistant installed.

### Before you begin

Ensure that B199 Conference Phone is connected to a mobile device with Avaya® Conference Assistant installed.

- To disconnect from the mobile device, do the following:
  - 1. In Avaya<sup>®</sup> Conference Assistant, tap the connection symbol in the upper left corner of the screen.
  - 2. (Optional) Under Change device, select another conference phone to connect to.

You can do it if there are other conference phones available nearby.

The application starts connecting to the selected conference phone.

3. Tap the **Disconnect** button near the highlighted connected device name.

The connection symbol in the upper left corner of the screen becomes inactive.

- To disconnect from B199 Conference Phone, do one of the following:
  - Tap Conference Assistant > Disconnect Device.
  - Tap Settings > Conference Assistant > Disconnect Device.

The phone shows the Avaya<sup>®</sup> Conference Assistant icon and informs that the application is disconnected.

### **Deleting pairing**

#### About this task

Use this procedure to delete the pairing between the conference phone and the mobile device. You can delete the paring only from the conference phone.

### Before you begin

Pair Avaya IX<sup>™</sup> Conference Phone B199 with a mobile device with Avaya<sup>®</sup> Conference Assistant.

#### **Procedure**

- 1. To delete the pairing from the conference phone, on the home screen, do one of the following:
  - Tap Conference Assistant.
  - Tap Settings > Conference Assistant.
- 2. Tap Remove Bonding Information.

This function both disconnects the current connection and deletes the pairing. You must start a new pairing process the next time you want to connect to the phone.

### Checking the calendar and scheduled events

#### About this task

Use this procedure to check your calendar on your mobile device with Avaya<sup>®</sup> Conference Assistant installed. Then you can arrange calls with the paired Avaya IX<sup>™</sup> Conference Phone B199 and Avaya<sup>®</sup> Conference Assistant.

### Before you begin

You must allow your mobile device with Avaya® Conference Assistant to connect to your calendar and agenda.

#### **Procedure**

- 1. On your mobile device, open Avaya® Conference Assistant.
- 2. Tap the Calendar icon.

The mobile phone shows all calendar events on the screen. Some of these events are meeting invitations with the meeting information included. In the Overview tab, you see the time, duration, and title of the meeting. In the Participants tab, the application shows the list of persons invited to the meeting.

3. Select a conference call from the list.

The mobile phone displays an overview and a list of other participants of the conference call. Avaya<sup>®</sup> Conference Assistant finds the phone numbers, PIN codes, and meeting links in the calendar.

### Participating in a conference call from the calendar

#### About this task

Use this procedure to participate in a conference call from the calendar accessible with Avaya® Conference Assistant.

### Before you begin

Your calendar must contain an invitation to a conference call. The contact information in the conference invitation must comply with the E164 international phone number standard. This guarantees that Avaya® Conference Assistant interprets the information correctly.

#### **Procedure**

- 1. After you receive a notification about the upcoming conference call on your mobile device, open Avaya<sup>®</sup> Conference Assistant.
  - The application finds the closest Avaya IX<sup>™</sup> Conference Phone B199.
- 2. In the conference room, pair Avaya<sup>®</sup> Conference Assistant and Avaya IX<sup>™</sup> Conference Phone B199.
- Connect to the meeting from the mobile device by tapping the conference in the calendar.
   Avaya<sup>®</sup> Conference Assistant dials the phone number and enters the PIN code from the conference call invitation.

### Starting an unscheduled call

#### About this task

Use this procedure to start a call that is not scheduled in the calendar. You will have complete control over Avaya IX<sup>™</sup> Conference Phone B199 during the call from your mobile device with Avaya<sup>®</sup> Conference Assistant installed.

#### Before you begin

Ensure that Avaya IX<sup>™</sup> Conference Phone B199 is paired with Avaya<sup>®</sup> Conference Assistant.

### **Procedure**

- 1. Do one of the following to choose a number to call:
  - Select a number from your Contacts list.
  - Select a number from your Favorites list.
  - Select a number from the your recent calls list.

Dial a number using the keypad.

The phone dials the number, and the call starts. The screen displays the name and the number of the person called.

- 2. **(Optional)** Do one or more of the following:
  - Adjust the volume on the screen of you mobile device by moving the Volume up slider.
  - b. Add additional participants by tapping the **Add Participant** icon.
  - c. Split the conference call to separate calls by tapping **Conference**.
  - d. Mute the microphone by tapping **Microphone Muted**. To unmute, tap **Microphone Muted** again.
  - e. Enter Dual Tone Multi Frequency (DTMF) digits by tapping **Keypad**.
  - f. Put the call for any participant on hold by tapping **Arrow** > **Hold**.
  - g. Talk to any participant in private by tapping **Arrow** > **Talk Private**.
  - h. Disconnect any participant from the call by tapping **Arrow** > **Hang Up**.
- 3. To end the call, tap the **Hang Up** icon.

### **Managing contacts**

#### About this task

Use this procedure to manage contacts with Avaya® Conference Assistant.

### **Procedure**

- 1. On your mobile device, open Avaya® Conference Assistant.
- 2. Tap the **Contacts** icon.
- To add a contact to your favorite contacts list, tap the Contacts tab and press the star symbol near the selected contact.
- 4. To open a list of your favorite contacts, tap Favorites.
- 5. To create a new conference group in the phone book, tap **Groups** > **Plus** on the screen.

## Configuring the Avaya® Conference Assistant settings

#### About this task

Use this procedure to configure the Avaya<sup>®</sup> Conference Assistant settings from the application installed on a mobile device.

### **Procedure**

- 1. Run Avaya® Conference Assistant on your mobile device.
- 2. **(Optional)** Connect to Avaya IX<sup>™</sup> Conference Phone B199.

The phone displays a connection symbol on the screen.

3. Tap **Settings** and proceed with configuration.

### **Avaya® Conference Assistant settings**

You can set the following parameters for Avaya IX<sup>™</sup> Conference Phone B199 from the Avaya<sup>®</sup> Conference Assistant interface:

Name	Description
Connection	To enable or disable the connection to Avaya IX <sup>™</sup> Conference Phone B199. The options are:
	On: The default option.
	Off: To use Avaya <sup>®</sup> Conference Assistant without connection to any Avaya IX <sup>™</sup> Conference Phone B199. You can use the conferencing application from your mobile device within your mobile phone subscription.
Moderator code	To join the scheduled conference calls as a moderator. You must enter respective codes in the following fields:
	Use moderator code: To host conference calls over a bridge service. For every call you join, Avaya® Conference Assistant uses your moderator code instead of your guest code.
	Instead of guest code: To specify the guest code instead of which Avaya®     Conference Assistant uses your moderator code.
Dial prefix	To enter the prefix digits in the <b>Use prefix</b> field.
My bridge	To enter the phone number and optional PIN code of the most frequently used conference service. You can use the <b>My bridge</b> button to join the conference call.
	The <b>My bridge</b> button appears in the calendar view.
Meeting notification	To set a reminder about a call. The options are:
	• 5 minutes before
	• 10 minutes before
	• 15 minutes before
	• Never
Calendars to show	To select the calendars in the mobile phone from which you want Avaya® Conference Assistant to take the information.

Table continues...

Name	Description
Tell a colleague	To share information about Avaya <sup>®</sup> Conference Assistant with a person that you want. You can do it by using an email application.
	After you confirm that Avaya® Conference Assistant can get access to your email application, you see a message created. Along with the description of the application, it contains links to Avaya® Conference Assistant in App Store and Google Play so that the person can easily start the download.
Read more about Conference Assistant	To get additional information about Avaya® Conference Assistant. The application forwards you to the web site with the corresponding information.
Diagnostics	To select a log of the events for Avaya <sup>®</sup> Conference Assistant.  You can send the created log by tapping <b>Send</b> through an email application.  The log can be used in troubleshooting.
	You can also delete the logs from the application by tapping <b>Clear</b> .
Show tutorial	To read information about Avaya® Conference Assistant features.
About Conference Assistant	To check the version of the application installed on your mobile device.

## **Chapter 7: Features and accessories**

### Expansion of the phone coverage

You can use your Avaya IX<sup>™</sup> Conference Phone B199 on larger conference tables or when the number of a meeting participants is greater than 10. In this case you can ensure high-level quality of audio signal by expanding the phone coverage in the room without a PA system. You can do it by connecting Smart Mic expansion microphones to the phone or by cascading several B199 devices in a daisy chain.

Expansion of the phone coverage helps to improve the audio quality in large rooms. The conference phone and two Smart Mics increase the capture range from 30 square meters to up to 70 square meters. Three phones in a daisy chain increase the range from 30 square meters to up to 90 square meters.

### **Expansion coverage arrangement**

You can organize a daisy chain with your conference phone and another B199 Conference Phone or connect Smart Mic expansion microphones. The maximum number of devices connected in a daisy chain is 3. One B199 phone acts as a central device (a "master") and one or two other units act as expansion devices ("slaves").

The typical arrangements when the phone's coverage is expanded are the following:

- Master phone Slave phone
- Slave phone Master phone Slave phone
- Master phone Expansion microphone
- Expansion microphone Master phone Expansion microphone
- Expansion microphone Master phone Slave phone

When B199 Conference Phone acts as a master, it performs all its configured functions.

When B199 Conference Phone is in a subordinate position (a "slave"), it performs the following functions:

- Play audio received from the master device. The master phone defines the audio characteristics.
- Send its microphone audio to the master device.
- Receive and indicate mute state changes made on the master device.
- Send information to the master device, when you tap **Microphone Muted**.
- Send information to the master device when you adjust the volume on it.

#### Note:

It is not possible to make calls between the master and the slave devices.

In a daisy chain each phone is powered by its own PoE injector. The phone powers the Smart Mics when these are connected. The power available from each port is around 5 W.

### Arranging a daisy chain

#### About this task

Use this procedure to arrange a daisy chain of one master B199 phone and one or two slave conference phones or expansion microphones.

### Before you begin

If you arrange the daisy chain made of several conference phones, prepare the connection cables. The cables in the Avaya Daisy Chain kit are 5 and 10 meters long. You can purchase the Avaya Daisy Chain kit as an accessory.

The cable of the Avaya Smart Mic is 3 m long.

#### **Procedure**

1. Connect the cable to the audio expansion port on the phone.

There are 2 audio expansion ports on B199 Conference Phone.

2. Connect the other end of the cable to the audio expansion port of the other phone.

In case of expansion microphones, the other end of the cable is fixed in the device.

### Defining the mode of the phone

#### About this task

Use this procedure to define the mode of your Avaya IX<sup>™</sup> Conference Phone B199 in a daisy chain.

### Before you begin

Log in as the administrator.

- To define the mode of your B199 on the phone, do the following:
  - 1. In the Settings menu, tap **Phone > Daisy Chain**.
  - 2. Select the required mode.

The options are:

- Master
- Slave
- 3. Tap < three times to return to the home screen.

The phone restarts application to apply the changes.

- To define the mode of your B199 Conference Phone through the web interface, do the following:
  - 1. On the web interface, click **Basic**.
  - 2. In Daisy Chain Mode, select the required mode from the drop-down list.

The options are:

- Master. This is the default mode.
- Slave
- 3. Click Save.

The slave unit shows the following message on the screen: Daisy Chain. This message remains for the period when the phone is in the slave mode within the daisy chain arrangement.

### Disabling the daisy chain mode

### About this task

You can disable the Daisy Chain mode through the web interface or from the phone.

### Before you begin

Ensure that the phone displays the Daisy Chain icon.

- To disable the Daisy Chain mode from the web interface, do the following:
  - 1. On the web interface, click **Basic**.
  - 2. In Daisy Chain Mode, select Master.
  - 3. Click Save.
- To disable the Daisy Chain mode from the phone, do the following:
  - 1. Touch the phone screen and enter the administrator password.
  - 2. Tap Phone > Daisy Chain.
  - 3. Select the Master mode.
  - 4. Tap < three times to return to the home screen.

Application restarts and restores the Master status.

### **Upgrading Smart Expansion Microphone**

#### About this task

You can upgrade the Smart Expansion Microphone when an update for the microphone is available. If the update is available, the phone shows the following message during boot after a

factory reset or firmware upgrade: An update for your Smart Microphone is available. See user manual.

#### **Procedure**

1. Hold the **Microphone Muted** button on the Smart Expansion Microphone while you connect the microphone cable, and keep holding the button for 5 seconds after you inserted the cable.

When you release the button, it flashes red one time and then starts flashing green to indicate that the upgrade process has started. The upgrade process takes about 7 minutes. When the upgrade is completed, the microphone LEDs turn off.

- 2. Check the microphone version by doing one of the following:
  - On the phone screen, tap **Settings** > **Status**.
  - On the web interface, go to the **Status** tab.

# **Chapter 8: Maintenance**

### **Device status**

You can find the information about Avaya  $IX^{\mathsf{TM}}$  Conference Phone B199 status, including its current settings, through the web interface. This information can be useful for troubleshooting.

The following table describes the type of the information available in each of the Status tab sections.

Section name	Description
General	To show the status information of B199 Conference Phone, including the following:
	Phone Name
	Product Name
	Build Version
	HW Revision
	Serial Number
	Smart Microphone 1 Version
	Smart Microphone 2 Version
Network	To show the information about the network settings of the phone. You can see the following information:
	• IP address
	MAC Address
	Bluetooth MAC Address
	Hostname
	Network Mask
	• Domain
	Gateway
	Primary DNS
	Secondary DNS

Table continues...

Section name	Description
SIP	To show the information about the SIP settings of the phone. You can see the following information:
	Primary Account Status
	Secondary Account Status
	Fallback Account Status
Time and Region	To show the information about the time and region settings of the phone. You can see the following information:
	NTP Status
	• Time
	• Date
	Timezone
DES	To show the DES status. The options are:
	Enabled. Cannot be changed
	• Enable
	Disabled. Cannot be changed
	Disable



You can not change settings in the Status tab.

### Viewing the phone status

### About this task

Use this procedure to view the status and settings of Avaya IX<sup>™</sup> Conference Phone B199 through the web interface.

### **Procedure**

- 1. Log in to the web interface.
- 2. Select the Status tab.

### Licenses

Some parts of the phone software are subject to open source license agreements. You can get the information about the use and redistribution conditions for the following:

- BSD. This is the Berkeley Software Distribution system for distribution of the source code to the operating system.
- GPL v2.0. This is the General Public License, version 2.0, which guarantees the end users the freedom to run, study, share and modify the software.
- LGPL v2.1. This is the Lesser General Public License, version 2.1, which is applicable to specially designated software packages of the Free Software Foundation and some other authors.
- GFDL v1.2. This is the GNU Free Documentation License, version 1.2, providing the freedom to copy and redistribute specific documentation.
- GFDL v1.3. This is the GNU Free Documentation License, version 1.3.
- ISC. This is the Internet Systems Consortium permissive free software license.
- MIT. This is the Massachusetts Institute of Technology permissive free software license.
- OpenSSL. This is the license to use OpenSSL being a software library for applications that secure network communications and help to identify the party at the other end.
- PHP v3.0. This is the license under which the PHP scripting language is released.
- bzip2. This is the license to a free and open-source file compression software that compresses single files.
- socat. This is the license to a relay for bidirectional data transfer between two independent data channels.
- Libpng. This is the license which defines the terms under which the libpng software library can be distributed.
- Qt-Company-Commercial. This is the license for development of proprietary software when the source code is not to be shared with third parties or there are other inconsistencies with the terms of the LGPL license.
- TI-TSPA. This is the Texas Instruments Incorporated license to publicly available technology and software.
- Zlib. This is the license which defines the terms under which the zlib software library can be distributed.

### Note:

You can get the license information only through the web interface.

### Viewing licenses

#### About this task

Use this procedure to view the status and settings of Avaya IX<sup>™</sup> Conference Phone B199 through the web interface.

### **Procedure**

- 1. Log in to the web interface.
- 2. Select the **Licenses** tab.
- 3. Select the license that you want to view from the list of licenses available.

# **Chapter 9: Related resources**

## **Documentation**

See the following related documents at <a href="http://support.avaya.com">http://support.avaya.com</a>.

Title	Use this document to:	Audience			
Overview and Specification					
Avaya IX <sup>™</sup> Conference Phone B199 Conference IP Phone Overview and Specification	Get an understanding of Avaya IX <sup>™</sup> Conference Phone B199 and the features available to users.	Implementation personnel, administrators, and end users			
Deploying	Deploying				
Administering Avaya Aura® System Manager	Get an understanding of Avaya Aura® System Manager.	Implementation personnel and administrators			
Administering Avaya Aura® Communications Manager	Get an understanding of Avaya Aura® Communication Manager.	Implementation personnel and administrators			
Administering Avaya Aura® Session Manager	Get an understanding of Avaya Aura® Session Manager.	Implementation personnel and administrators			
IP Office SIP Telephone Installation Notes	Get an understanding of IP Office system installation.	Implementation personnel and administrators			
Deploying Avaya IP Office™ Platform IP500 V2	Get an understanding of Avaya IP Office 500.	Implementation personnel and administrators			
Installing and Administering Avaya IX <sup>™</sup> Conference Phone B199 Conference IP Phone	Install, configure, and maintain Avaya IX <sup>™</sup> Conference Phone B199	Implementation personnel and administrators			
Using					
Using Avaya IX <sup>™</sup> Conference Phone B199 Conference IP Phone	Set up and use Avaya IX <sup>™</sup> Conference Phone B199.	End users			
Quick Reference					
Avaya IX <sup>™</sup> Conference Phone B199 Conference IP Phone	Reference Avaya IX <sup>™</sup> Conference Phone B199 features quickly.	End users			

### Finding documents on the Avaya Support website

#### **Procedure**

- 1. Go to https://support.avaya.com.
- 2. At the top of the screen, type your username and password and click **Login**.
- 3. Click Support by Product > Documents.
- 4. In **Enter your Product Here**, type the product name and then select the product from the list.
- 5. In **Choose Release**, select the appropriate release number.
  - The Choose Release field is not available if there is only one release for the product.
- 6. In the **Content Type** filter, click a document type, or click **Select All** to see a list of all available documents.
  - For example, for user guides, click **User Guides** in the **Content Type** filter. The list only displays the documents for the selected category.
- 7. Click Enter.

### Support

Go to the Avaya Support website at <a href="https://support.avaya.com">https://support.avaya.com</a> for the most up-to-date documentation, product notices, and knowledge articles. You can also search for release notes, downloads, and resolutions to issues. Use the online service request system to create a service request. Chat with live agents to get answers to questions, or request an agent to connect you to a support team if an issue requires additional expertise.

### Using the Avaya InSite Knowledge Base

The Avaya InSite Knowledge Base is a web-based search engine that provides:

- Up-to-date troubleshooting procedures and technical tips
- Information about service packs
- Access to customer and technical documentation
- Information about training and certification programs
- Links to other pertinent information

If you are an authorized Avaya Partner or a current Avaya customer with a support contract, you can access the Knowledge Base without extra cost. You must have a login account and a valid Sold-To number.

Use the Avaya InSite Knowledge Base for any potential solutions to problems.

- 1. Go to <a href="http://www.avaya.com/support">http://www.avaya.com/support</a>.
- Log on to the Avaya website with a valid Avaya user ID and password.

The system displays the Avaya Support page.

- 3. Click Support by Product > Product-specific Support.
- 4. In Enter Product Name, enter the product, and press Enter.
- 5. Select the product from the list, and select a release.
- 6. Click the **Technical Solutions** tab to see articles.
- 7. Select relevant articles.

### **Viewing Avaya Mentor videos**

Avaya Mentor videos provide technical content on how to install, configure, and troubleshoot Avaya products.

#### About this task

Videos are available on the Avaya Support website, listed under the video document type, and on the Avaya-run channel on YouTube.

- To find videos on the Avaya Support website, go to <a href="https://support.avaya.com/">https://support.avaya.com/</a> and do one of the following:
  - In Search, type Avaya Mentor Videos, click Clear All and select Video in the Content Type.
  - In **Search**, type the product name. On the Search Results page, click **Clear All** and select **Video** in the **Content Type**.

The **Video** content type is displayed only when videos are available for that product.

In the right pane, the page displays a list of available videos.

- To find the Avaya Mentor videos on YouTube, go to <a href="www.youtube.com/AvayaMentor">www.youtube.com/AvayaMentor</a> and do one of the following:
  - Enter a key word or key words in the Search Channel to search for a specific product or topic.
  - Scroll down Playlists, and click a topic name to see the list of videos available for the topic. For example, Contact Centers.

### 🐯 Note:

Videos are not available for all products.

## Index

A		daisy chain (continued)	40
	00	master phone	
application to manage the phone		slave phone	
Avaya support website	<u>52</u>	dimensionsdocument changes	
В		document changes	<u>_</u>
		E	
basic settings			
changing password		expansion microphones	
daisy chain mode		upgrading	<u>45</u>
language			
phone name			
reboot device		•	
ringtone level		icons	<u>11</u> , <u>13</u>
webapp debug	<u>29</u>	incoming call	<u>15</u>
basic settings configuration		InSite Knowledge Base	<u>52</u>
on the phone		intended audience	<u>8</u>
bridge connection	<u>34</u>		
buttons	<u>11</u>	1	
		L	
C		LED status	
aall aa bald	4.5	legal notices	
call on hold	<u>15</u>	licenses	<u>49</u>
conference call	00	viewing	<u>49</u>
adding a participant		logging in	<u>27</u>
dropping a participant			
putting a participant on hold		M	
setting up		IAI	
splitting		muted call	15
talking privately			
conference calls		•	
conference phone		0	
configuration		onen source licence agreemente	40
basic settings	<u>28</u>	open source license agreementsoverview	
connecting	00	Overview	<u>9</u>
to a deskphone			
to a personal computer	<u>33</u>	P	
connection	00		
deskphone		password	
laptop		changing	
other devices		setting	<u>26</u>
personal computer		phone management application	
connection layout	<u>12</u>	calendar and scheduled events	
		conference call from the calendar	
D		configuring settings from the mobile device	
		deleting pairing	
daisy chain		disconnecting devices	
arranging	<u>44</u>	managing contacts	
cascading		pairing and connecting devices	
defining mode	<u>44</u>	settings	
disabling mode	<u>45</u>	starting an unscheduled call	
expansion microphones	<u>43</u>	physical layout	<u>11</u>

purpose8
R
regular phone call       19         answering while on another call       19         making       18         muting a microphone       19         placing on hold       20         redialing       20         unmuting a microphone       19         regular phone calls       18         related documentation       51
S
safety guidelines       9         safety instructions       9         settings configuration through the web interface       29         Smart Mic       43         upgrading       45         specifications       16         status       47         viewing       48         support       52
т
time and region settings29
U
USB cable connection33
V
videos       53         viewing       25         IP address       25         MAC address       25         VoIP calls       34
W
web interface         25, 27           logging out         27