## Call Transfer

There are three ways to transfer the call: Blind Transfer, Attended Transfer and Semi-Attend Transfer.

**Blind Transfer:**
- A and B is on an conversation. First A presses the Transfer hot key to put B on hold, then A can dial the third telephone number C and press the Transfer hot key to call out. A will turn to hold status, and the LCD will display as Transferred;
- After C answers it, or A presses the End Call hot key to complete the transfer;
- A will be disconnected from the call. B can talk to C.

**Attended Transfer:**
- A and B is on an conversation, A presses the Transfer hot key to put B on hold, then A can dial the third telephone number C and click ⬤ button to call out;
- After C answers it, A and C can have a private conversation without B hearing it, then A presses the Transfer button to complete the transfer;
- A will be disconnected from the call. B can talk to C.

**Semi-Attend Transfer:**
- A and B is on an conversation, A presses Transfer hot key to put B on hold, then A can dial a new number C and click ⬤ to call out;
- While C is ringing, A hangs up or presses the Transfer hot key. Then A will turn to hold status, and the LCD will display as Transferred;
- A will be disconnected from the call, when C picks up, B can talk to C.

## Call Forward

- Enter the Call Forward path: Call Feature->Forward.
- There are 3 options: Always Forward, Busy Forward, and No Answer Forward.
- Choose one of them, then enter the number you want to forward your calls to. If you choose "No Answer Forward", you should also set the no answer time  and click  "save" to save the changes.
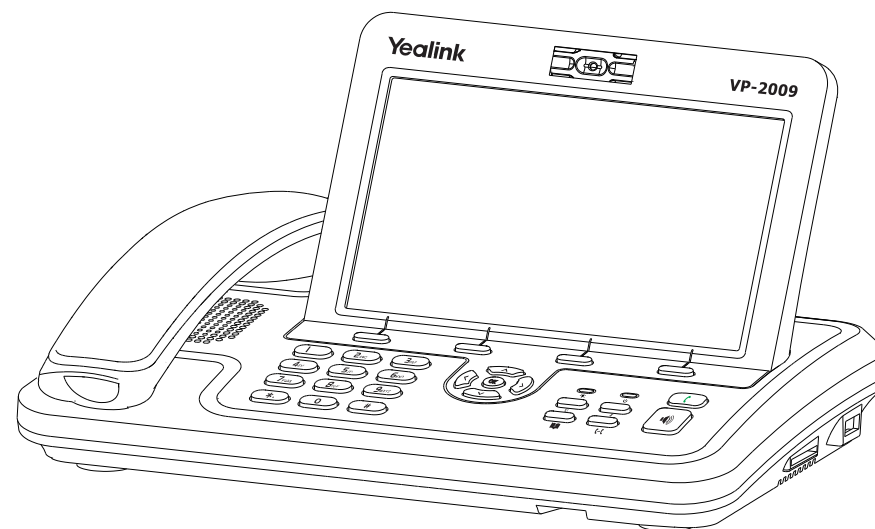
## Menu Instruction

| Sub-Menu | Description |
|---|---|
| Call History | You can view All Calls, Dialed Calls, Missed Calls, Received Calls,and Forward Calls, etc. |
| Directory | In this option, users can search contact, add contact, edit contact, delete contact, clear phonebook, add group, rename group, delete group, or set group ring type, etc. |
| Message | In this option, users can set the voice mail number of your phone. Then click this option, it will connect to the Voice Mail server. |
| Media | To play Photo/Video or manager Photo/Video or manager the Contact Picture. |
| Application | You can use the IP camera, Door Phone function. |
| Call Feature | In this option, users can set the following functions: DSS Key, Picture Dial, Voice Mail, Hotline, Forward, Call Waiting, Auto Answer and video, etc. |
| Setting | In this option, users can set the information like Personalize, Display, Date & Time, Sound and Security, etc. Some advanced settings like Account, WAN, Factory and Reboot, etc |
| Status | You can check the status of your IP phone: Version, Network, Account, etc. |

V40.0

# Yealink

## IP Video Phone
## VP-2009(P)



# Quick Reference

www.yealink.com

Video Camera

Registration Status Indication LED

Power Indication LED

Video

Mute

Redial

Speaker

DND

Speaker

Digit Keypad

Navigation Keys

Contact

## LEDs

**Table 1 Power Indication LED**

| LED Status | Description |
|---|---|
| Steady green | Power on |
| Off | Power off |

**Table 2 Event Status Indication LED**

| LED Status | Description |
|---|---|
| Blinking green | Power is on but there are some problems: registration failure, or the network is unavailable, or there is a missed call, or there is a new call or voicemail, or hold/ mute the call, or firmware Update. The detail will be displayed on the display (LCD or external display). |
| Off | There is no any abnormal status. |

## Making a Call

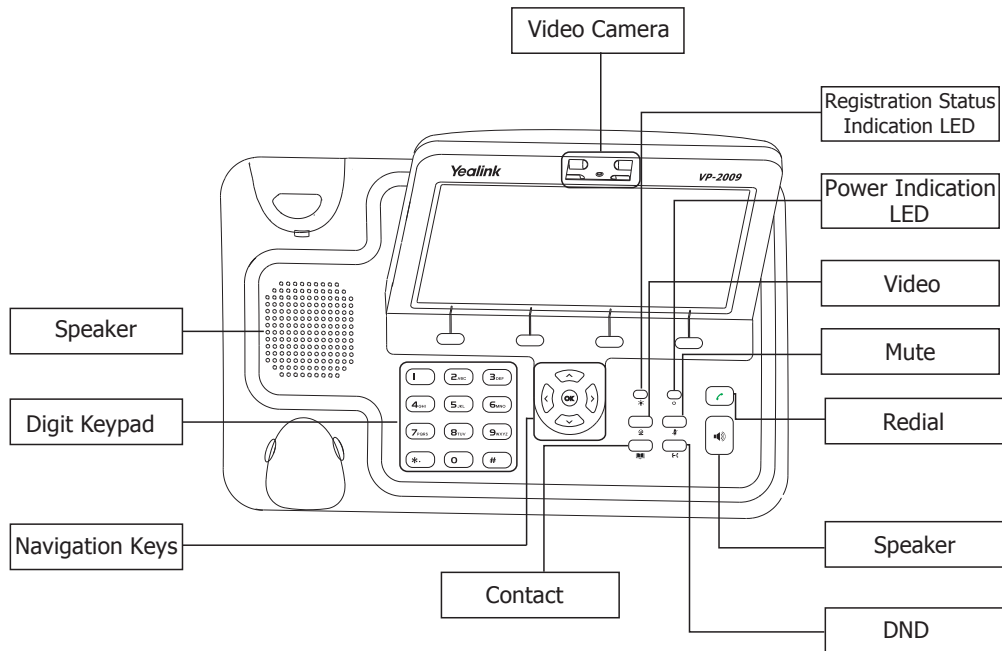**You can make a call by pressing the Speaker button**, **pluging in the headset or picking up the handset.**

▪ **Dial number directly:** Pick up the handset or press the 【Speaker】 button, enter the number you want to dial directly, or
▪ **Dial from History:** Click History to enter the history page, use the Left/Right navigation keys to choose a group, then use the Up/Down navigation keys to choose a phone number, or
▪ **Dial from Contact List:** Click the Directory option to enter the contact page, use the Left/Right navigation keys to choose a group, then press Up/Down navigation keys to choose a phone number, or
▪ **Re-dial:** Press the ⌒ button to enter the "Dialed" page, use the Up/Down navigation keys to choose a phone number.

**Then you can**
▪ Press F4 soft key to switch the call type;
▪ For more details, please refer to "Phone Settings" in the user manual.

**During the conversation:**
▪ Switch between call types: During a call, click the corresponding button to switch the call option. Close local video: press the icon ☺ to close the local video, and press it again to reopen the local video.

## Answering a Call

**Answering an incoming call in the following way:**
▪ When there is a call coming in, pick up the handset or press the 【Speaker】 button or click the ☎ icon to answer it.
▪ You can also click ☎ icon to deny the incoming call, or ↻ to transfer it to the third party.

## Muting a Call

▪ Press the ☘ button during the conversation to mute the call, press it again to get the phone return to normal conversation.

## Volume Adjustment

▪ During the call, you can press the Left/Right navigation keys to adjust the volume.

## Putting a Call on Hold

▪ Press the 【OK】 or the Hold key to put your active call on hold.
▪ If there is only one call on hold, press the 【OK】 or the Resume key to retrieve it.
▪ If there is more than one call on hold, press the up/down button to highlight and retrieve the chosen one.