

QUICK REFERENCE
GUIDE

**Cloud
Communications**



MASERGY
Performance Beyond Expectations

Quick Guide for the
SoundStation IP 7000

Contents

IP7000 Features	3
Polycom Soundstation IP 7000	3
How to Use your IP Speakerphone	4
Answer the Phone	4
Transfer a call (Announced)	4
Call Park	4
Park Pickup	4



IP7000 Features

Polycom® SoundStation® IP 5000

SIP-based IP Conference Phone

The Polycom SoundStation IP 7000 conference phone delivers outstanding performance and robust capabilities for organizations operating on SIP-based VoIP platforms. Ideal for boardrooms, conference rooms, auditoriums and executive offices, the SoundStation IP 7000 is the most advanced and expandable conference phone ever developed.

Connect two units or add optional expansion microphones to increase room coverage and voice pickup. Connect the SoundStation IP 7000 to a Polycom HDX video conferencing system to create a complete, integrated voice and videoconferencing solution.



The Polycom SoundStation IP 7000 offers:

- Robust interoperability - compatible with a broad array of SIP call platforms to maximize voice quality and feature availability, while simplifying management and administration
- Flexible configuration options - provides multi-unit connectivity and expansion microphones, and integrates with Polycom HDX, to meet the needs of many different types of rooms
- Polycom HD Voice - software and hardware technology brings lifelike audio clarity, making your conference calls more efficient and productive
- Polycom Acoustic Clarity Technology - delivers the best conference phone experience, without compromises
- Strong, robust SIP software – leverages the most advanced SIP endpoint software in the industry, with advanced call handling, security, and provisioning features
- Large high-resolution display with XHTML microbrowser – enables new applications that make conference calling easier and more functional
- Built-in Power over Ethernet (PoE). An optional A/C power kit also available
- 20-foot (6-meters) microphone pickup. Even more with optional expansion microphones or multi-unit connectivity, reaching all corners of the room
- Automatic Gain Control, which intelligently adjusts the microphone sensitivity based on where participants are seated
- Resistance to interference from mobile phones and other wireless devices, delivering clear communications without distractions
- Built-in 2.5mm applications port, which enables you to connect the conference phone to a mobile phone for productive calls even where no network connection is available (or to a computer for calls using PC-based soft phone clients)



How to Use your IP Speakerphone

Answer the Phone

To Answer a call

To Answer a call you can:

- press the phone button

OR

- press the answer soft key

To put a Call on Hold

- Press the HOLD soft key

To Pick up from hold

- Press RESUME soft key

Transfer a call (Announced)

To Transfer a call, while on the phone:

- Press MORE then TRNSFR
- Dial the extension or phone number you want to transfer the call to
- Press SEND
- Press TRNSFR
- If you wait until the person answers, then click MORE then TRNSFR
- If they decide they do not want the call, press CANCEL then RESUME to speak to the caller

Note: If the number is less than 10 digits you have to press SEND, 10 digits automatically dials.

This phone may not be set up to transfer calls. If it does not work, check with your administrator.

Call Park

Call Park is a “nonexclusive hold.” It puts a call on hold that can be picked up anywhere. You can also think of it as similar to putting a call on hold that can be picked up anywhere at the company. (Not a transfer). call can be parked by anyone at any extension and then the call picked up from any extension. Once a call has been parked you can initiate other calls or services. You should have overhead paging to utilize Call Park most efficiently. Only one can be parked at each extension and after 50 seconds if not answered the call will ring back to the phone where the call was answered and parked from.

Call Park

- While on the call you want to park
- Press the soft key labeled HOLD
- Dial *68
- Dial the extension
- Press the soft key labeled ENTER

Park Pickup

- Pick up any call parked at any extension while your phone is idle
- Dial*88, Press DIAL
- Dial the Extension (where the call was parked)
- Press Pound (#)