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POLY VVX 350/450

CALL TRANSFER- INTRODUCTION

THIS VIDEO FEATURES A VVX 450. BUTTON LOCATIONS MAY VARY SLIGHTLY ON DIFFERENT PHONE MODELS.

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CALL TRANSFER - INTRODUCTION

- Two ways to transfer a phone call:
 - Consultative transfer (aka Warm transfer)
 - Blind Transfer



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CONSULTATIVE TRANSFER

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CONSULTATIVE TRANSFER

- During an active call, press the Transfer button
- The caller is now on hold



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CONSULTATIVE TRANSFER

- Enter the 4-digit extension or 10-digit phone number of the person you wish to transfer to



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- Announce the call
- To complete the transfer, hang up or press the Transfer button



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CANCEL WARM TRANSFER

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CANCEL WARM TRANSFER

- To cancel a warm transfer, press the Cancel softkey



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CANCEL WARM TRANSFER

- You will be live with the caller again



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CANCEL WARM TRANSFER

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POLY VVX 350/450
BLIND TRANSFER

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VVX 350/450 BLIND TRANSFER

- During an active call, press the Transfer button



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VVX 350/450 BLIND TRANSFER

- Press the Blind softkey



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VVX 350/450 BLIND TRANSFER

- Enter the 4-digit extension or 10-digit phone number of the person you wish to transfer to
- Press the Send softkey or wait for the transfer to complete



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VVX 350/450 BLIND TRANSFER

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TRANSFER CALLER TO ANOTHER USER'S VOICE MAIL BOX

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TRANSFER CALLER TO USER'S VOICE MAIL

- Press the Transfer button



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VVX 350/450
TRANSFER CALLER TO USER'S VOICE MAIL

- Press the Blind softkey



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VVX 350/450
TRANSFER CALLER TO USER'S VOICE MAIL

- Enter *76 + the user's extension
- Press the Send softkey or wait for the transfer to complete



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TRANSFER CALLER TO USER'S VOICE MAIL

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VVX 350/450
TRANSFER USING ENHANCED MONITORED
EXTENSION OR ONE TOUCH TRANSFER KEYS

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