Aastra 9143i
Quick Reference Guide

PBXact ®

Schmooze ®

Schmooze Com Inc.

Place on your desk next to your phone for quick referencing!

Attended Transfer

1. While on the call, press [Xfer] key.
2. Enter in the extension number, or outside number.
3. Press the right ◀ ▶ key

Blind Transfer

1. While on the call, press [Xfer] key.
2. Enter in the extension number, or outside number.
3. Press the right ◀ ▶ key
4. Hang up

Hold

1. While on the call, press the [ ] key.
2. Press the blinking L1, L2 or L3 key to continue.
3. If multiple calls are on hold, click the blinking L1, L2 or L3 key for the line you would like to continue.

Call Waiting

1. Press the blinking L1, L2 or L3 key
2. This puts your current caller on hold.
3. To reconnect to a caller, press the blinking "L" key.

Call Lists

1. Press [☎]

Do Not Disturb

1. Press the DND button
2. Press the right ◀ ▶ key

Ring Volume

1. Press [🔊 ▬▬▬ 🔊] located at bottom of keypad.

Call Volume

1. While on the call, press [🔊 ▬▬▬ 🔊] located at the bottom of the keypad.

Speakerphone Operation

1. Either Press [🔇/🎧] or press the L1, L2 or L3 key.

Conference Calling (Outbound Only)

1. When on a call, press [Conf] (this will place the first caller on hold).
2. Dial the new number or extension.
3. When 2nd call picks up, press [Conf] again.

Call Parking

1. Press the park programmable key
2. Phone will play back the parking lot #.
3. Dial the parking lot # from any phone to be connected.

Voicemail Retrieval

1. Press the Vmail Programmable key
2. Enter Password

Standard Feature Codes

Feature	Code
Call Forward	
Call Forward All Activate	*72
Call Forward All Deactivate	*73
Call Waiting	
Call Waiting - Activate	*70
Call Waiting - Deactivate	*71
Paging and Intercom	
Intercom Prefix	*80
User Intercom Allow	*54
User Intercom Disallow	*55
Voicemail	
Dial Voice Mail	*98
My Voicemail	*97
MISC.	
Record Call	*1
Send Caller to Voicemail	* Plus Ext.
Call Pickup	** Plus Ext. Ringing
Park Call	Transfer to ext. 70
Pickup Park Call	Dial Parking Lot #

Feature	Code
DND	
DND Activate	*78
DND Deactivate	*79
Speed Dial	
Speed Dial Prefix	*0
Set User Speed Dial	*75