

Keys Guide

Aastra 6755i, 6757i and 6757iCT

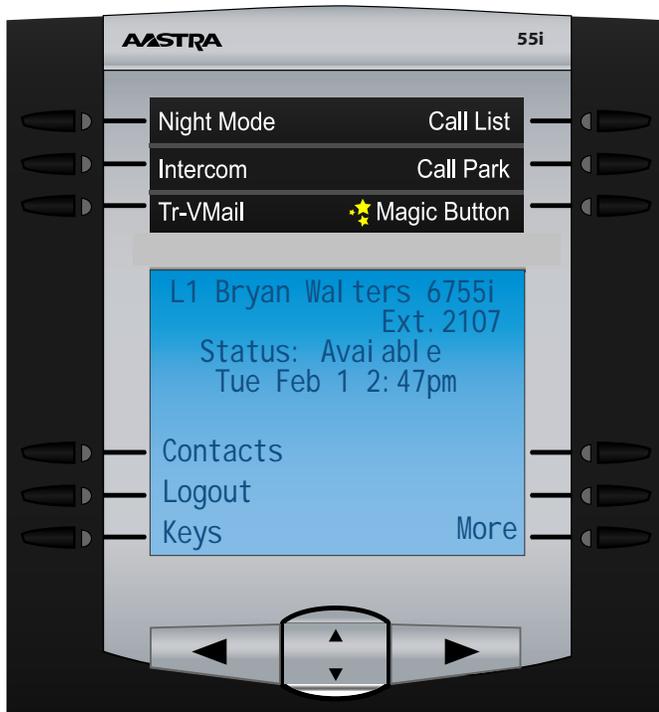
Schmooze[®]

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The Keys application gives you control over what each button on your phone should do. For example if you don't use the Queues button you can use the Keys application to remove the Queues button from this phone. You can also use the Keys application to add speed dial or BLF buttons to your phone. BLF buttons allow you to monitor another users extension and see when they are on a call or press the button to call the user direct.

Using the Keys button is the recommended way for changing the button layout of the phone. If you make changes directly on the phones web interface those changes will not be saved to the PBX so on future upgrades those changes could get erased. Using the Keys Application or changing the phones config files on the PBX are the only recommended ways at this time.



Pressing the Keys button should give you the screen like below.



From here you can type the name that will be displayed on your phone if this is a LCD button that you are programming. Press the submit button when done.



We now see that the button has been setup as a Speed Dial that we defined.

Aastra

55i

Night Mode	Call List
Intercom	Call Park
Tr-VMail	★ Magic Button

L1 Bryan Walters 6755i
Ext.2107

Tue Feb 1 2:52pm

DND	Presence
Voice Mail	Home
Follow-me	More



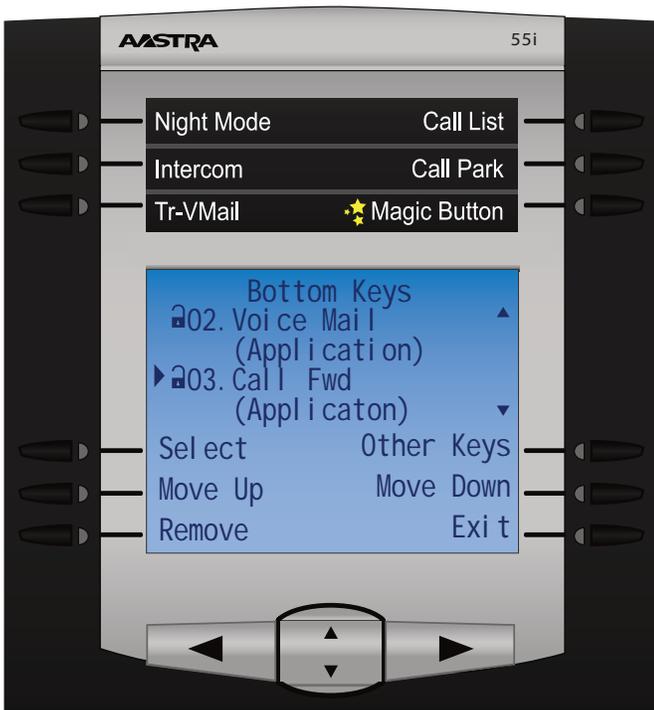


From here we can see a list of every button on our phone and what the button is programmed for. Using your up/down arrow key you can scroll through all the buttons on your phone. You also have the following options.

- **Select**- Pressing this button will select the highlighted button and let you change the settings of that button such as the name that is displayed on the phone or if it is a blank button it will let you program the actual button.
- **Move Up**- This will take the current highlighted application and move it up one button place.
- **Remove**- This will remove the settings for this button and allow you to now press the select button to program it for different use.
- **Other Keys**- By default you should see 20 buttons when scrolling through. These are the 20 middle buttons that you can program. Pressing the Other keys will let you change to the top 6 buttons that you can program and if you have any side expansion modules it will let you pick from those expansion modules to make changes to those buttons.
- **Move Down**- This will take the current highlighted application and move it down one button place.
- **Exit**- Exit this application and return to the main phone screen

Removing a Programmed Button

To remove a button that has been programmed already on your phone use the up/down arrow key to highlight the button you want to remove.



Now press the Remove button.

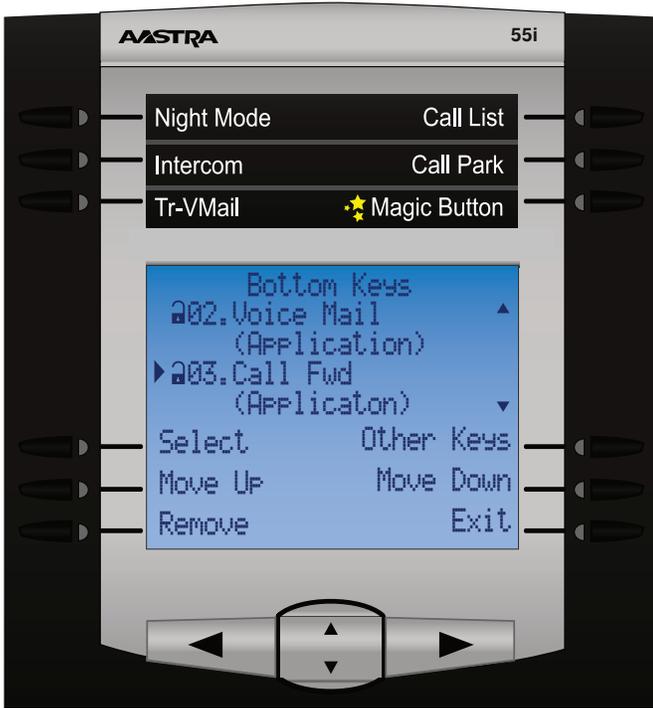
You will now see the button has been set back to blank. You can now program this button for something else.



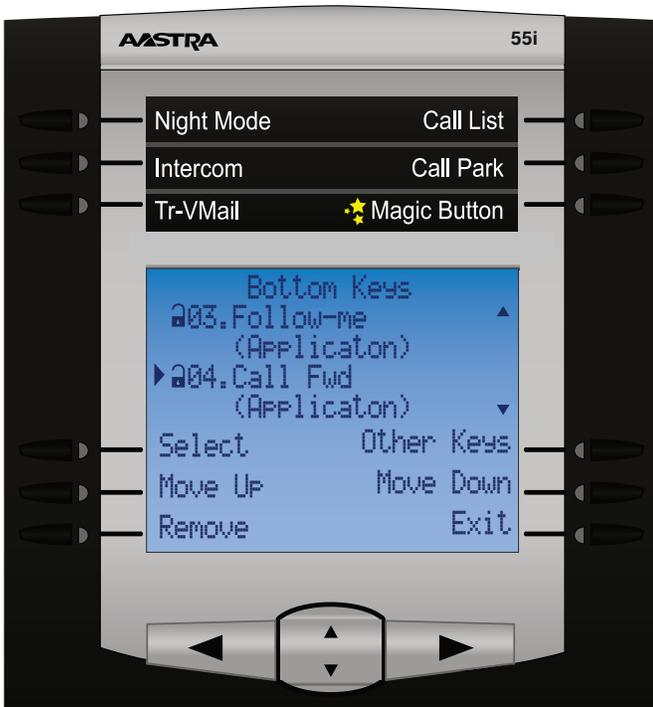
Any applications that have been removed can be reinstalled on any button at anytime. See Programming a New Button.

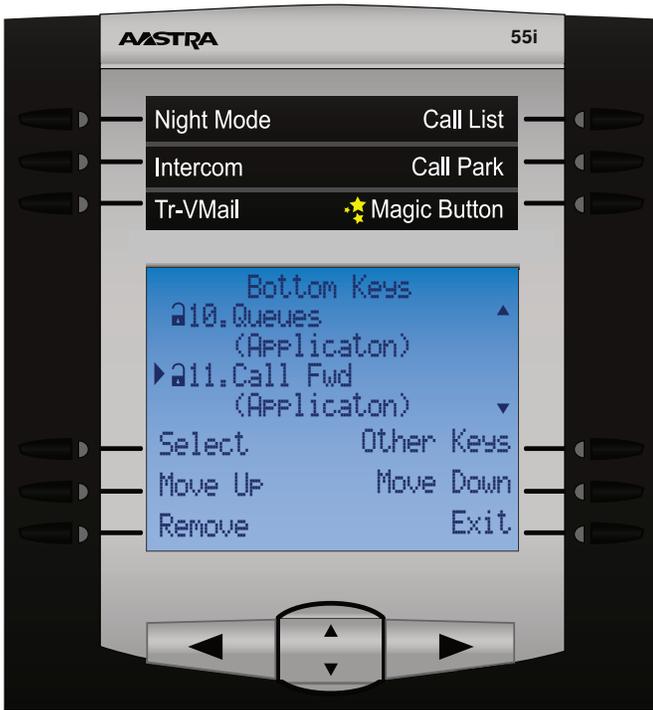
Changing the Button Order

To change the order of buttons we will first use the up/down arrow key to highlight the button that we want to move.



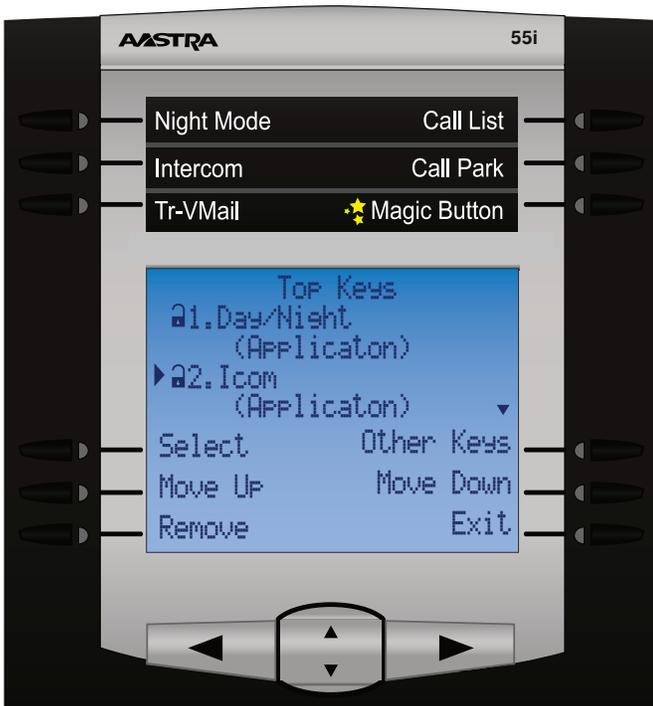
In our example we want to move the Call Fwd button to a button further back since we don't use it often and we don't want it on the main first page. We will scroll down to button 3 which is currently the Call Fwd button and press the Move Down button until we have moved it down to a slot 11 since that will put it on the third page. Each press of the Page Down or Page Up will move it once slot number.





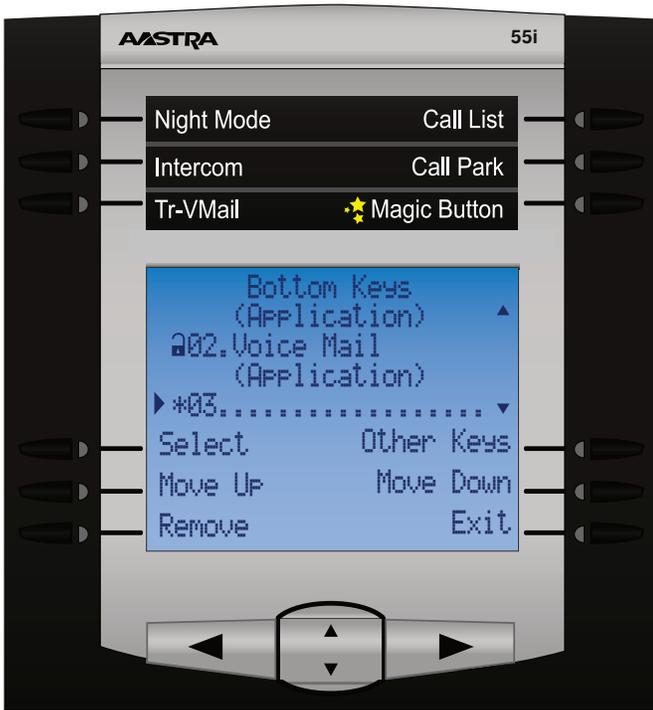
Other Keys

Pressing the Other Keys button from the main Keys Application will toggle us to view the top buttons and let us manage those or any expansion modules that we might have installed for additional buttons on this phone.



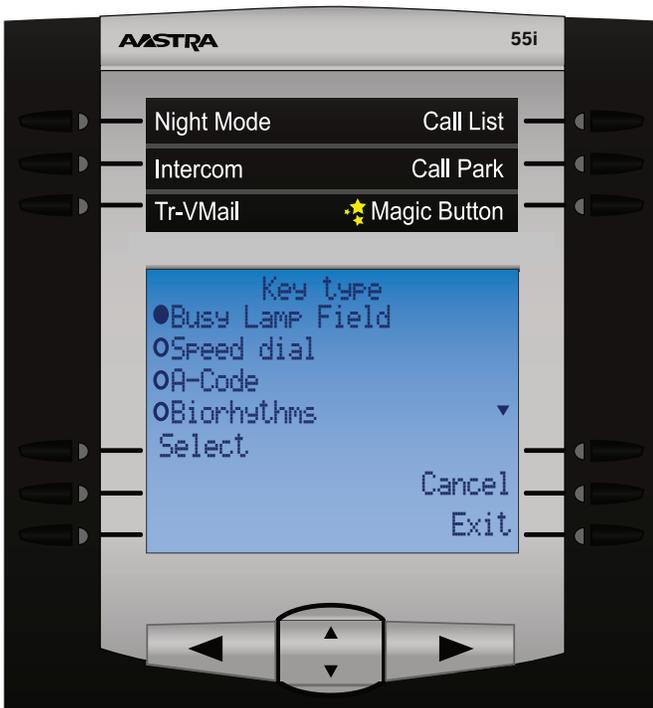
Programming a New Button

To program a blank button press the select button from the main Keys Application screen. Press the up/down arrow key at anytime to highlight a blank or free button that you would like to program and press the Select Button.

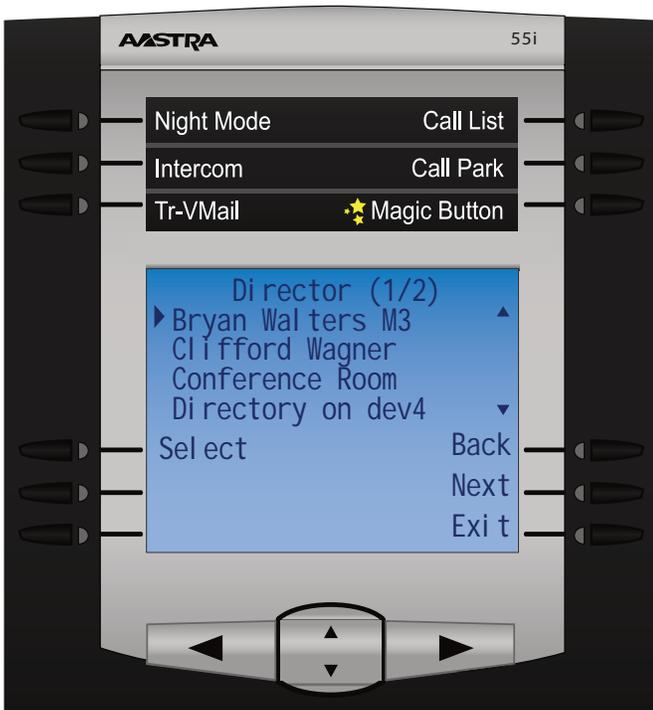


From here we get the a list of all application that this phone supports. We can pick any application that we would like to program a button for. You also get the following 2 additional options

- **Speed Dial**- This will let you program a button to be associated with a phone number and name and you can press that button at anytime to call the phone number.
- **Busy Lamp Field**- This will let you program a button that is associated with another user on your phone system. You can press this button at anytime to call the user and the light next to the button will display red anytime they are on a call and will blink red anytime they are receiving a incoming call.



Programming a Busy Lamp Field Button- If you select the BLF option you will then be prompted with a screen displaying all extensions that are on your Phone system. Scroll through using the up/down arrow key to highlight which extension you want the BLF to be programmed to.

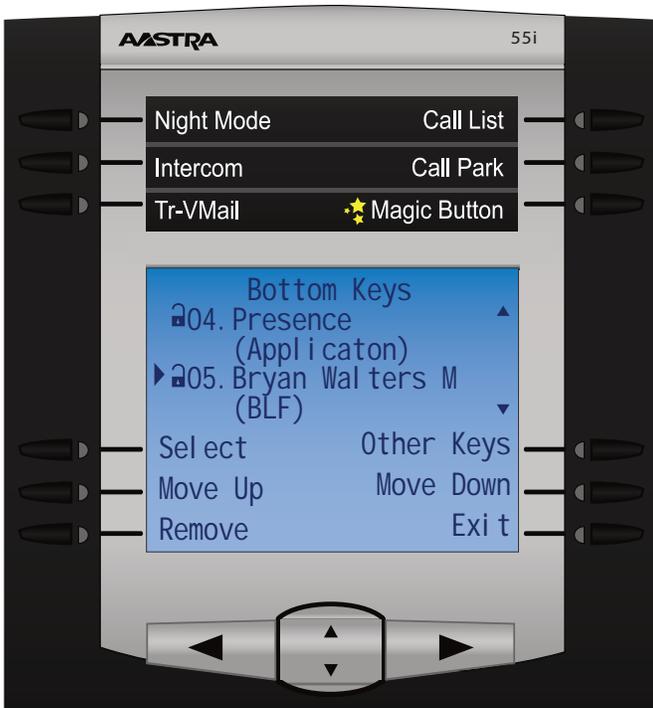


By default the up/down arrow key will only let you scroll through the first 30 names. To get a list of the next 30 names press the Next button.

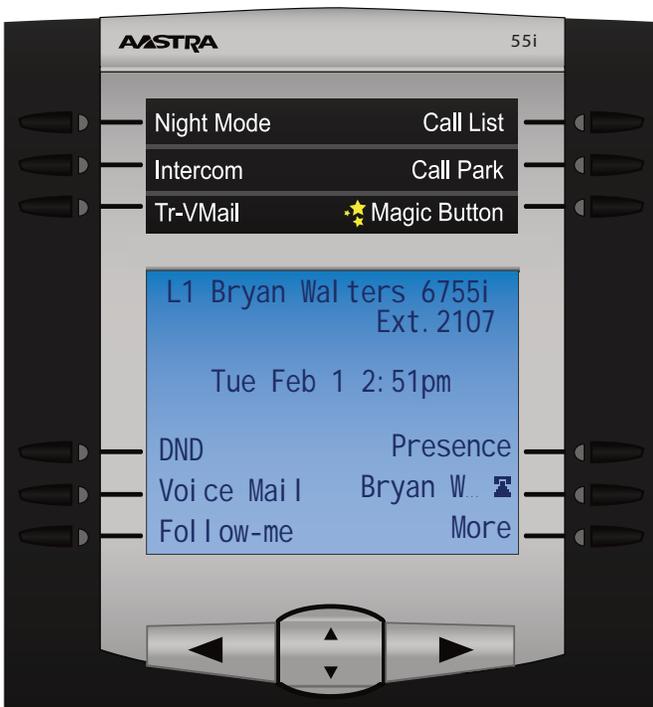
Once you have the name you want press the select button and you will see a screen like this.



From here you can change the name that will be displayed on your phone if this is a LCD button that you are programming. Press the submit button when done.



We now see that the button has been setup as a BLF to the extension we picked.



Programming a Speed Dial Button- If you select the Speed Dial option you will then be prompted with a screen asking for the phone number. Enter the phone number the same way you would dial it from your phone and then press the submit button.