

- If the call is connected on the phone's handset, the **TRANSFER** key is lit. Pressing the key again will end the call.
- If the call is connected on the phone's handset, replacing the handset will end the call.

1.4 Starting a Conference

If you have more than one held call or one held call and a connected call, pressing the **CONF** key will start a conference between you and those calls.

If you do not already have a held call, you can use the procedure below to start a conference:

- 1 Make a call to the first party of interest in a call.
- 2 Press the **CONF** key. The current call is automatically put on hold.
- 3 Call the party that you want to add to the conference.
- 4 If they answer and want to join the call, press **CONF** again.
- 5 If they do not want to join the call or do not answer, press **END** and then press the appropriate key of the held call.

1.4.1 Dropping/Muting Parties

You can drop parties from a conference call, including yourself. You can also mute other parties.

- 1 While connected to a conference call, if you press the **DETAILS** key, the conference details menu is displayed.
- 2 The screen performs the following actions:
 - To scroll through the list of callers in the conference, use the **▲** up and down **▼** arrow keys.
 - To drop a caller from the conference, highlight them and press **END**.
 - To mute a caller, highlight them and press **MUTE**. Repeat this to unmute them.
 - To mute or mute all display, press the **BACK** key.
- 3 If you are the only holding party in the conference, depending on your telephone system's configuration, a warning prompt from the conference key will be shown once system administrator has done.

1.5 Transferring Calls

To transfer a call, your phone must have an available call appearance button. If all your current call appearance buttons are in use, you must end or park one of your existing calls.

- 1 Press **TRANSFER**. The current call is automatically put on hold.
- 2 Call the number for the transfer. Alternatively, press **DIR** to select a destination from the directory.
 - To complete the transfer, press **COMPLETE**. You can do this while the call is still ringing.
 - Transferring a call while it is still ringing is called an **unattended transfer**.
 - Transferring a call after ringing/forward is called a **attended transfer**.
- 3 If the transfer destination does not answer or, after answering the call, does not want to accept the call, press the **CANCEL** key.
- 4 Press **COMPLETE** to complete the transfer. If the transfer destination does not answer or forward, **CALL IS RINGING** will be shown on the call, press the **TRANSFER** key.

1.5.1 Transfer to Voicemail

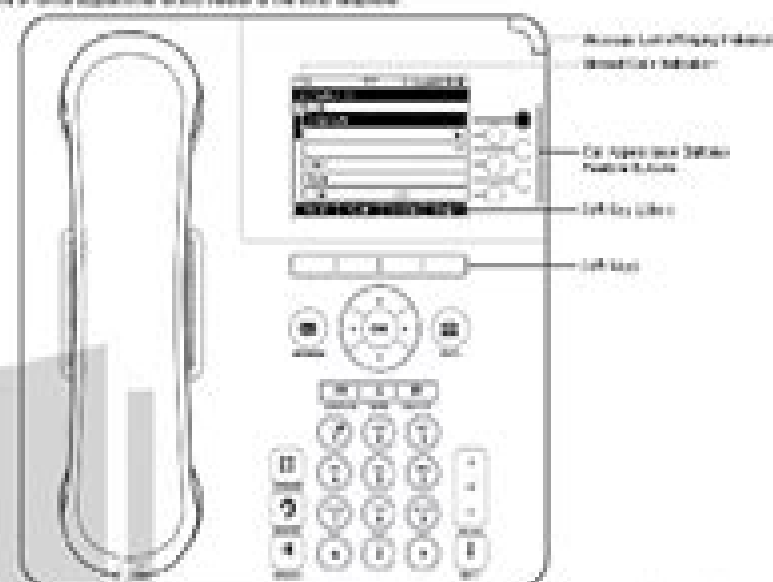
Instead of about voice mail, the **VM** key can be used to transfer your current call to the voicemail of the extension you are in group.

- 1 While the call is ringing, press the **VM** key. The call will automatically be transferred to the call and will continue ringing.
- 2 Call the extension number of the user or group to which you want to transfer the call.
- 3 When the number matches, user or group, their name is displayed.
 - To transfer the call to the user or group's mailbox, press **TRANSFER**. The call will have a few seconds of ringing and then the mailbox greeting.
 - To end the transfer menu, press **TRANSFER**.

AVAYA IP Office 9630 Quick Reference Guide

1.1 9630 Telephone

The IP Office 9630 is the 9630 version of the 9630 telephone.



The phone includes all programmable call appearance feature buttons. The status bar at the bottom of the screen displays call information and call ID. The status bar is divided into two sections: the left section displays the call ID and the right section displays the call ID. The call ID is displayed on the screen and the call ID is displayed on the screen.

Transferred call can be assigned to the phone's call appearance feature buttons by your system administrator or by yourself using call appearance feature buttons. However, there are some features that the system administrator can assign that are not available to you to assign. This guide just includes features that you can assign yourself if required.

1.2 Answering Calls

After ringing, when the **ANS** appearance button indicates an incoming call. This may also be accompanied by ringing and by the message "Ringing".

Selected Call Action

If you are currently on a call, you can answer the incoming call to the following ways:

- 1 Select the number which you want to use to call to the call:
 - To join the ringing, press the **TRANSFER** key. The call will not continue ringing loudly and can be answered or ignored.
 - To answer the call on a headset, press the **ANS** key.
 - To answer the call using the handset, lift the handset.
 - To answer the call by itself, press the **ANS** key.
 - To answer the call on a headset, press the **ANS** key.
 - Just pressing the **ANS** key will answer the call either on the speaker or handset depending on the phone's audio path setting.
- 2 Once you have answered the call, you can switch between different call modes:
 - To switch to using the handset, lift the handset.

Avaya 9630 Manual

David Endler, Mark Collier



Avaya 9630 Manual:

Hacking Exposed VoIP: Voice Over IP Security Secrets & Solutions David Endler, Mark Collier, 2006-11-28 Sidestep VoIP Catastrophe the Foolproof Hacking Exposed Way This book illuminates how remote users can probe sniff and modify your phones phone switches and networks that offer VoIP services Most importantly the authors offer solutions to mitigate the risk of deploying VoIP technologies Ron Gula CTO of Tenable Network Security Block debilitating VoIP attacks by learning how to look at your network and devices through the eyes of the malicious intruder Hacking Exposed VoIP shows you step by step how online criminals perform reconnaissance gain access steal data and penetrate vulnerable systems All hardware specific and network centered security issues are covered alongside detailed countermeasures in depth examples and hands on implementation techniques Inside you ll learn how to defend against the latest DoS man in the middle call flooding eavesdropping VoIP fuzzing signaling and audio manipulation Voice SPAM SPIT and voice phishing attacks Find out how hackers footprint scan enumerate and pilfer VoIP networks and hardware Fortify Cisco Avaya and Asterisk systems Prevent DNS poisoning DHCP exhaustion and ARP table manipulation Thwart number harvesting call pattern tracking and conversation eavesdropping Measure and maintain VoIP network quality of service and VoIP conversation quality Stop DoS and packet flood based attacks from disrupting SIP proxies and phones Counter REGISTER hijacking INVITE flooding and BYE call teardown attacks Avoid insertion mixing of malicious audio Learn about voice SPAM SPIT and how to prevent it Defend against voice phishing and identity theft scams

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Table of Contents Avaya 9630 Manual

1. Understanding the eBook Avaya 9630 Manual
 - The Rise of Digital Reading Avaya 9630 Manual
 - Advantages of eBooks Over Traditional Books
2. Identifying Avaya 9630 Manual
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Avaya 9630 Manual
 - User-Friendly Interface
4. Exploring eBook Recommendations from Avaya 9630 Manual
 - Personalized Recommendations
 - Avaya 9630 Manual User Reviews and Ratings
 - Avaya 9630 Manual and Bestseller Lists
5. Accessing Avaya 9630 Manual Free and Paid eBooks
 - Avaya 9630 Manual Public Domain eBooks
 - Avaya 9630 Manual eBook Subscription Services
 - Avaya 9630 Manual Budget-Friendly Options
6. Navigating Avaya 9630 Manual eBook Formats
 - ePub, PDF, MOBI, and More
 - Avaya 9630 Manual Compatibility with Devices
 - Avaya 9630 Manual Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Avaya 9630 Manual
 - Highlighting and Note-Taking Avaya 9630 Manual
 - Interactive Elements Avaya 9630 Manual
8. Staying Engaged with Avaya 9630 Manual

- Joining Online Reading Communities
- Participating in Virtual Book Clubs
- Following Authors and Publishers Avaya 9630 Manual
- 9. Balancing eBooks and Physical Books Avaya 9630 Manual
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Avaya 9630 Manual
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Avaya 9630 Manual
 - Setting Reading Goals Avaya 9630 Manual
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Avaya 9630 Manual
 - Fact-Checking eBook Content of Avaya 9630 Manual
 - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
- 14. Embracing eBook Trends
 - Integration of Multimedia Elements
 - Interactive and Gamified eBooks

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