



Transfer a call

To Transfer a Call:

With the call active, select the Transfer button, dial the ext., and select Transfer button again.

i.e. <Transfer>101<Transfer>

To Transfer a Call directly to VoiceMail:

With the call active, select the Transfer button, dial the ext., then * and select Transfer button again.

i.e. <Transfer>101*<Transfer>

To Transfer a Call to outside number:

With the call active, select the Transfer button, dial the outside number., and select Transfer button again.

i.e. <Transfer>555-555-5555<Transfer>