

Common Phone Tasks

View online help on phone	Press  () >  .
Place a call	Press  and enter a number.
Redial a number	Press  .
Use a headset	Press  ().
Mute your phone	Press  .
Hold a call	Press  .
Resume a call	Press  (flashing).
Transfer a call to new number	Press  .
Place an intercom call	Press  ().
Speed dial a number	Press  ().
Initiate a conference call	Press  ().



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QUICK REFERENCE



Cisco Unified IP Phone 7931G for Cisco Unified Communications Manager 8.0 (SCCP and SIP)

- Softkey Definitions
- Phone Screen Icons
- Button Icons
- Common Phone Tasks

Softkey Definitions

AbbrDial	Dial using a speed-dial index number
Answer	Answer a call
Back	Return to the previous Help topic
CallBack	Receive notification when a busy extension becomes available
Cancel	Cancel an action or exit a screen without applying changes
CFwdALL	Setup/cancel call forwarding
Clear	Delete records or settings
Close	Close the current window
Confrn	Create a conference call
Conflist	View conference participants
Delete	Remove characters to the right of the cursor when using EditDial
Details	Open the Details record for a multiparty call in the Missed Calls and Received Calls logs
Dial	Dial a phone number
DND	Turn on/off Do Not Disturb
EditDial	Edit a number in a call log
EndCall	Disconnect the current call or the current intercom call
Erase	Reset settings to their defaults
Exit	Return to the previous screen
GPickUp	Answer a call that is ringing in another group or on another line
iDivert	Divert or redirect a call to a voice-message system
Links	View related Help topics
Main	Display the Help main menu

MeetMe	Host a Meet-Me conference call
more	Display additional softkeys
NewCall	Make a new call
OPickUp	Answer a call that is ringing in an associated group
Park	Store a call using Call Park
PickUp	Answer a call that is ringing on another phone in your group
Redial	Redial the most recently dialed number
Remove	Remove a conference participant
Resume	Resume a call on hold
RmLstC	Drop the last party added to a conference call
Save	Save the chosen settings
Search	Search for a directory listing
Select	Select a menu item or call
Transfer	Transfer a call
Update	Refresh content
VidMode	Choose a video display mode
<<	Delete entered characters
>>	Move through entered characters

Phone Screen Icons

Call State	
	On-hook line
	've line
	Connected call
	Call Forwarding enabled
	Ringing call, or a BLF-monitored line is ringing (BLF Pickup)
	Call on hold; remote call on hold
	Hold Reversion
	Remote-in-use
	Authenticated call
	Encrypted call
	Idle intercom line
	One-way intercom call
	Two-way intercom call
Feature Access	
	Application menu
	Settings menu
	Directories menu
	Messages menu
	Services menu
	Headset button
	Conference button
	Other call features
	Mobility
	Feature enabled

	Feature disabled
	Speed-dial button
Audio or Video Mode	
	Handset in use
	Speakerphone in use
	Headset in use
	Video

Button Icons

	Redial
	Transfer
	Hold
	Navigation and Select
	Speaker
	Mute