
















Operation overview

Make and answer calls	
Make a call	Dial the number > press  Dial the number > take the handset off the hook
Answer a call	Take the handset off the hook Press 
Transfer call	
Blind transfer	When call is ringing, press  > dial the number > press 
Attended transfer	Press  > dial the number > press  > announce the call > hang up the handset
Forward call	
	Press  > 2 Call Features > 1 Call Forwarding >
Always	1 Forward All > 1 Enable Forwarding (choose Yes) and 2 Target when Forwarding (enter target)
When busy	2 Forward when Busy > 1 Enable Forwarding (choose Yes) and 2 Target when Forwarding (enter target)
On timeout	3 Forward after Timeout > 1 Enable Forwarding (choose Yes) and 2 Target when Forwarding (enter target) and 3 Call Forwarding time (enter time in seconds)
Hold and resume	
Hold call	Press 
Resume call	Press  again

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Conference	
Establish	Dial the number of the 1 st participant > press  > dial the number of the 2 nd participant > press softkey 
Disconnect	Press softkey  > the two participants are now on hold
Mailbox	
Retrieve new messages	Press 
Phone information and utilities	
IP address & firmware version	Press  > 5 Maintenance > 1 System Info
Access web user interface	Enter your phone's IP address in the web browser
Reboot	Press  > 5 Maintenance > 3 Reboot
Your operations	

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Quick Start Guide snom 820

Delivery content

1. Base unit
2. Footstand with bracket + 2 screws
3. Handset
4. Handset cable
5. Ethernet cable
6. Power supply
7. Quick start guide



This is the Quick Start Guide to the installation and operation of the phone. It contains information about setting up the phone and a phone and operation overview. Further documentation is available in the snom knowledge base: <http://wiki.snom.com>

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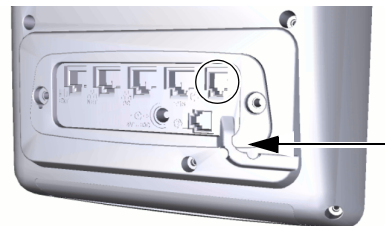
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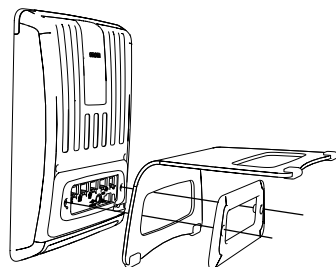
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Setting up the phone

1. Check contents of the package for completeness.
2. Connect the long end of the headset cord to the connector on the back of the base unit. Connect the short end of the headset cord to the headset. Place the cord in the cable guide on the right side of the phone's back .



3. Attach the footstand with the bracket and the two screws. Choose between horizontal (55° inclination) or vertical (33° inclination) placement.

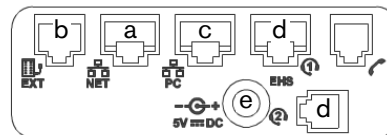


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4. Connect the other cables to the phone:

NOTE: Wrong power supplies may cause damage to the phone. Use only the power supply included in the package.

- (a) Network via ethernet/PoE (Power over Ethernet) cable
- (b) Expansion module (not included)
- (c) PC via second ethernet cable (not included)
- (d) Headset via headset cable (not included)
- (e) Power supply (if PoE is not used)



5. Place the phone on an even, horizontal surface.



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The phone is installed and will start the initialization. The initialization process depends on your network environment and configuration. For further information contact your administrator or download the user manual.

Phone overview



- | | | |
|-----|------------------------------------|---|
| (1) | Call indication LED | Indicates incoming calls |
| (2) | Free function keys | Use to customize phone functions and behavior |
| (3) | Graphical display | Shows information and activity of the phone |
| (4) | Soft keys | Use to navigate in the phone user interface depending on the text or symbol in the display above |
| (5) | Audio devices | Headset, microphone and speaker |
| (6) | Navigation keys | Use to navigate in the display menus and confirm and cancel actions. |
| (7) | Preprogrammed function keys | Use for redial, directory, menu, hold and conference or to customize phone functions and behavior |
| (8) | Alphanumeric keys | Use to enter numbers, letters and special characters. |
| (9) | Audio control keys | Use to raise and lower volume and to switch between handset, handsfree, and headset mode |

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