

# Poly Rove 30

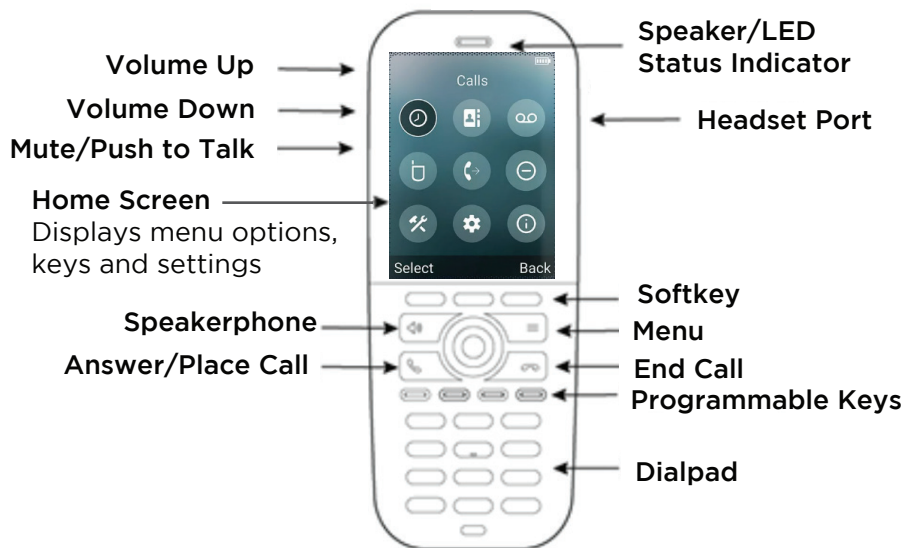
## QUICK START GUIDE



Indiana Office of Technology

Powering a State that Works

This guide covers the basic features and operation of the Poly Rove 30 Wireless Handset.



### HOW TO:

#### ✓ Access Voicemail Messages

1. Go to **Main > Messages**.
2. Select **Message Center**.
3. Choose a line, then press **Select**.

The wireless handset accesses the message center, and you can listen to new voicemail messages.

#### ✓ Power the Phone On and Off

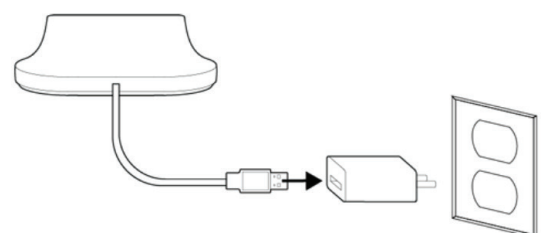
Do one of the following:

- To turn off the phone, press and hold the **End key** until the handset powers off.
- To turn on the phone, press and hold the **End key** again until the handset powers on.

#### ✓ View Call History Details

1. On the wireless handsets, do one of the following:
  - Select **Calls** from the homescreen
  - Select **Menu > Calls** from the menu
2. Go to the desired entry.
3. Select **Options > View Details**.

#### ✓ Connect





## Place a Call


You can place a call using the **Default Line** or an **Alternate Line**.

**Default Line.** Unless you choose an alternate line, the phone uses your default line when you place a call.

1. Do one of the following:
  - Enter your contact's number.
  - Select a contact from a directory.
  - Select a contact from the recent calls list.
  - Select a message from the Messages list.

2. Press **Call** 

**Alternate Line.** You can choose to use an alternate line before placing a call.

1. Press Lines and select a line.
2. Do one of the following:
  - Enter your contact's number.
  - Select a contact from a directory.
  - Select a contact from the recent calls list.
3. Select **OK**.
4. Press **Call** 



## Hold, Resume, & Switch Between Calls

### Hold a Call

You can place up to two active calls on hold at any time.

- During a call, select **Options > Hold**.
- During a call, select the **Hold** softkey.

### Resume a Call

You can resume any held call on the wireless handset.

- Select **Options > Resume**.
- Select the **Resume** softkey.

### Switch Between Calls

You can switch between calls when you have at least one active call and one held call on the wireless handset.

- With one active call and a held call, press Swap.



## Transfer a Call

You can transfer a call to another wireless handset, to a directory contact, or to a designated number.

### Transfer a Call

You can transfer a call on your wireless handset to another contact to enable someone else to take the call or to resume the call on another handset.

1. During a call, select **Options > Transfer**.
2. Enter a number or select a contact from a directory or the recent calls list.
3. Select **Call**.
4. Talk with your contact, then select **Options > Transfer** again to complete the transfer.

### Blind Transfer a Call to a Contact

Blind transferring a call sends the call to another contact without your speaking to the contact first.

1. During a call, select **Options > Blind Transfer**.
2. Enter a number or select a contact from a directory or the recent calls list.
3. Select **Transfer**.

The phone transfers the call when the contact answers the call.



## End Call

You can end an active call at any time. Do one of the following:

- Select End.
- Place the wireless handset in its cradle or the charging cradle.