

Quick Guide

1. Before Installing

Congratulations on purchasing your **AudioCodes 450HD IP Phone**! Note: Skype for Business (SfB) also applies to Lync™. Before setup, make sure the following items are included in the shipped box:

- ✓ 450HD IP Phone
- ✓ AC power adapter (optional)
- ✓ Cat 5e Ethernet cable
- ✓ Handset
- ✓ Handset cord
- ✓ Desktop stand
- ✓ Wall mount

2. Physical Description



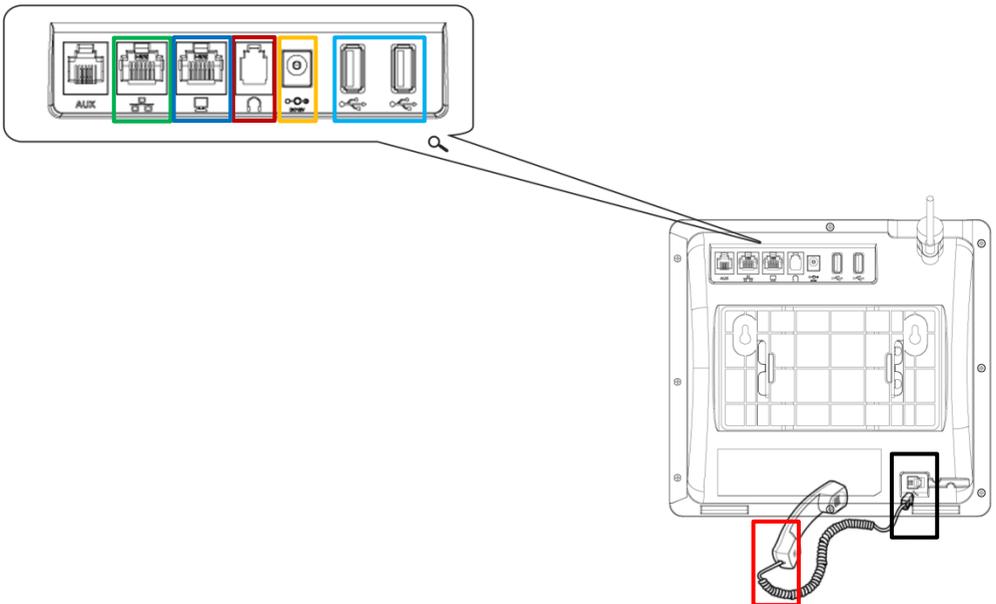
3. Cabling the Phone



Warning: Prior to connecting power, refer to the *Compliance and Regulatory Information* document at <https://www.audiocodes.com/library/technical-documents>.

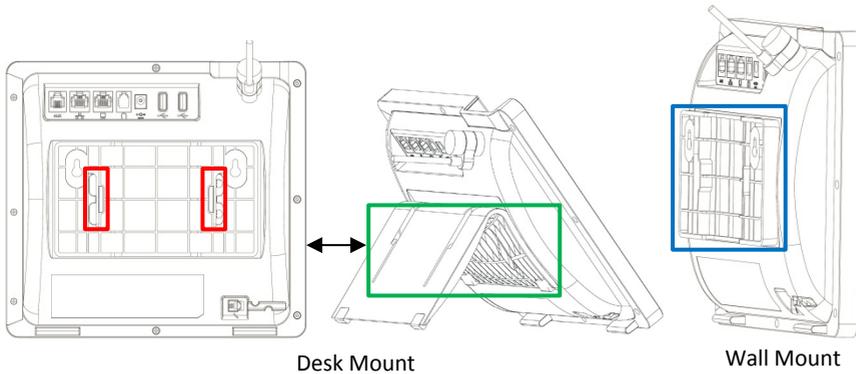
☛ To cable the phone:

1. [Refer to the illustration below] Connect the **short, straight end** of the phone cord to the handset and the **longer straight end** of the cord to the handset jack on the phone.
2. (Optional) Connect a headset to the **RJ-9 headset port**, or to one of the two **USB ports**.
3. Connect the **RJ-45 LAN port** to your LAN network (LAN port or LAN switch/router) with a CAT 5 / 5e Ethernet cable.
4. Connect the **RJ-45 PC port** to a computer with a CAT 5 / 5e straight-through Ethernet cable.
5. Connect the connector tip of the AC power adapter to the phone's **DC 12V power socket** and connect the two-prong AC adapter directly to the electrical wall outlet. When the phone powers up, all the LEDs momentarily light up.



Mounting the Phone on a Desktop or Wall

- ✓ **Desktop:** Slide the L-shaped stand's short or long edge **slots** onto **these** rails.
- ✓ **Wall:** Slide the **wall mount fitting** onto **these** rails.



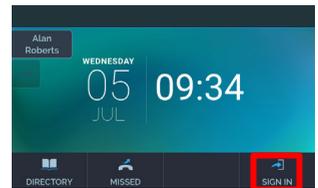
4. Signing in

☛ To sign into the phone via the SfB client when using BtoE:

See the *450HD IP Phone User's Manual*.

☛ To sign in with phone number and PIN (default method):

1. Touch the **SIGN IN** menu (in the phone's idle screen).
2. Enter your phone number and then the PIN, and touch **Sign in**.



☛ To sign in with your username and password:

1. Touch the **SIGN IN** menu (in the idle screen), touch **Sign-in method** and press the left or right rim of the navigation control to select **Password**.
2. Enter your sign-in address (SIP address). Press the phone's **1** key to enter a period/fullstop. To enter **@** or **-**, repeat-press **1** until the symbol is displayed. Touch the **CLEAR** menu to edit.
3. Press the lower rim of the navigation control to scroll down, and enter your domain\username, e.g., company\alan. Repeat-press the phone's **1** key until the symbol **** is displayed.
4. Scroll down and enter your user password (get your Windows credentials from IT), and touch **SIGN IN**.

☛ To sign out: Touch the **STATUS** menu when the phone is idle, and then touch **SIGN OUT**.



Note: Some Skype for Business features are supported only when signing in with username and password, e.g., Calendar.

5. Changing your Presence Status

- ☛ **To change your presence:** Touch the **STATUS** menu, then touch the presence option you need, and then touch the **SELECT** menu.
- ☛ **To set the SfB server to automatically update your presence:** Touch the **STATUS** menu and navigate to and select **Reset**.



6. Basic Phone Operations

- ☛ **To make a call:** Enter a phone number and then touch the **DIAL** menu. To call a phone contact, touch the **DIRECTORY** menu, select the directory contact and then touch the **DIAL** menu.
- ☛ **To redial a number:** Press the **REDIAL** key, select a dialed number, and then touch the **DIAL** menu.
- ☛ **To answer a call:** Pick up the handset, or press the speaker or headset key.
- ☛ **To put a call on hold and make another call:** Press the **HOLD** key on the phone, touch the **CALL MENU** and select **New Call**. Enter a phone number and then press **DIAL**. To return to the held call, navigate to the held call and uncheck the **HOLD** touch menu.
- ☛ **To mute yourself:** Press the mute key. To unmute yourself, press the mute key again.
- ☛ **To transfer a call:** During a call, press the **TRANSFER** key on the phone, enter a number in the **Transfer to...** field and then press the **TRANSFER** touch menu.
- ☛ **To forward incoming calls to another phone:**
 1. When the phone is idle, touch the **FORWARD** menu and then touch **Forward to a number**.
 2. Enter the number to which you want to forward the calls, and then touch the **START** menu. To deactivate call forwarding, touch the **FORWARD** menu and select **Do not forward calls**.

Notice Information

Information contained in this document is believed to be accurate and reliable at the time of printing. However, due to ongoing product improvements and revisions, AudioCodes cannot guarantee accuracy of printed material after the Date Published nor can it accept responsibility for errors or omissions. Updates to this document can be downloaded from <https://www.audiocodes.com/library/technical-documents>.

This document is subject to change without notice.

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