

# AudioCodes 440HD IP Phone

## Quick Guide

### 1 Before Installing

Congratulations on purchasing your AudioCodes 440HD IP Phone! Before you begin using the phone, ensure that the following items are included in the shipped box:

- ✓ 440HD IP Phone
- ✓ AC power adapter (optional)
- ✓ Cat 5e Ethernet cable
- ✓ Phone base stand
- ✓ Handset
- ✓ Handset cord
- ✓ Wall-mounting screws

### 2 Physical Description

The figure below shows the front of the IP Phone:



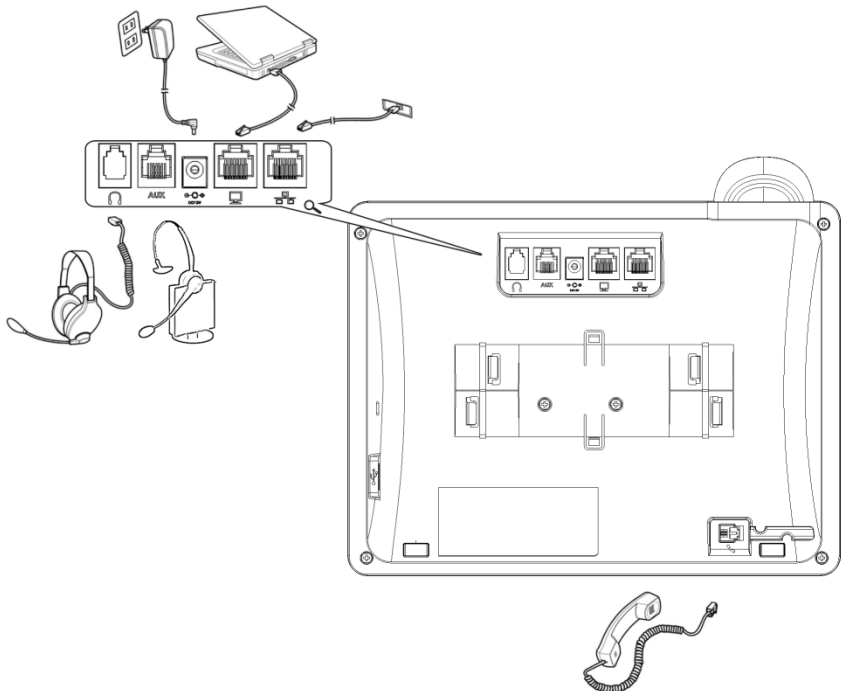
### 3 Cabling the Phone



**Warning:** Prior to connecting power, refer to the *Compliance and Regulatory Information* at [www.audiocodes.com/library](http://www.audiocodes.com/library).

#### To cable the phone:

1. 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 the RJ-9 headset jack to a headset.
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. (Optional) Connect the RJ-11 AUX port and headset port to an Electronic Hook Switch for wireless headset functionality.
6. 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.

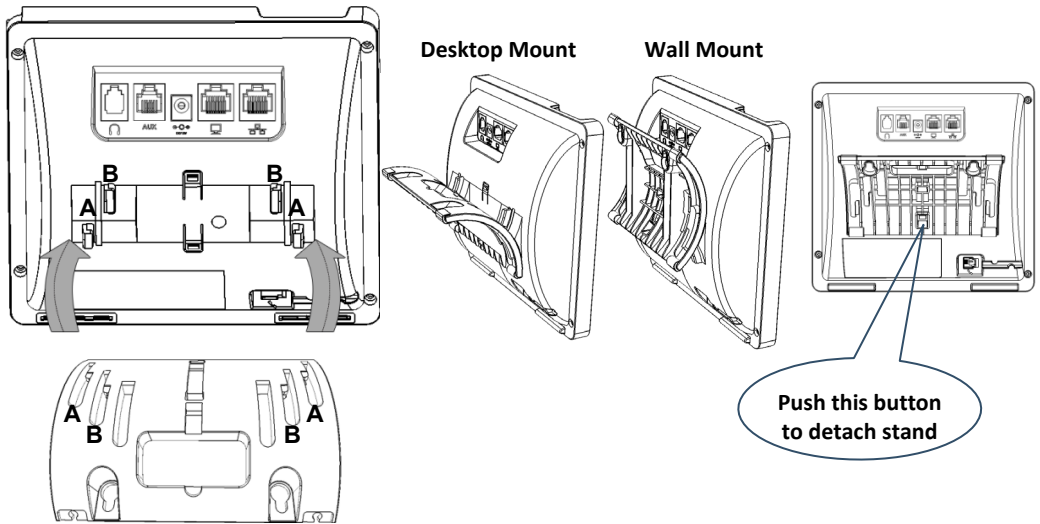


## 4 Attaching Stand to Phone

For instructions on assembling the stand, scan me or visit <https://www.youtube.com/watch?v=oGe9STB9IFE>





- ✓ **Desktop mounting:** Slide stand's outer rails (A) onto phone's outer notches (A).
- ✓ **Wall mounting:** Slide stand's middle rails (B) onto phone's inner notches (B).



## 5 Upgrading IP Phone Firmware

If you need to upgrade your phone's firmware, refer to the *Software Upgrade Configuration Note*, downloadable from <http://www.audiocodes.com/downloads>.

## 6 Operating the Phone

- ☞ **To make a call:** Pick up the handset, enter a phone number and then press the **Dial** softkey. To call a phone contact, press the directory icon  softkey, access the Corporate or Personal directory, select the contact and then press the **Dial** softkey.
- ☞ **To redial a number:** Press the **REDIAL** key, select a dialed number, and then press the **Dial** softkey.
- ☞ **To answer a call:** Pick up the handset or press the **Accept** softkey.
- ☞ **To put a call on hold and make another call:** Press the **Hold** softkey and then the **New Call** softkey, enter a phone number and press the **Dial** softkey. To return to the held call, press the **Resume** softkey.
- ☞ **To mute a call:** Press the mute  key. To resume the conversation, press the mute key again.

#### ☞ To transfer a call:

1. During a call, press the **TRANSFER** key, enter the phone number of the party to whom to transfer the call, and then press the **Dial** softkey.
2. After that party answers, press the **Trans** softkey.  
To perform blind transfer, consult your IT manager.

#### ☞ To automatically forward incoming calls to another phone:

1. Press the **Forward** softkey (in the idle screen).
2. Select the condition on which you want calls forwarded:- **Always**, **Busy** or **No Reply**. If you choose **No Reply**, define after how many seconds the call will be forwarded if not answered.
3. Enter the number to forward calls to, and then press the **Start** softkey.

To deactivate call forwarding, press the **Forward** softkey.

#### ☞ To make a 3-way conference call:

1. Make a call to the first participant in the conference call.
2. Press the **Conf** softkey and then in the **CONFERENCE WITH** field, enter the second participant's number and press the **Dial** softkey.
3. When the second party answers, press the **Conf** softkey.

To end the three-way conference call, hang up the phone or press the **End** softkey.

### Notice Information

This Quick Guide describes the quick setup for AudioCodes 440HD IP Phone.

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#### International Headquarters

1 Hayarden Street, Airport City, Lod 7019900  
P.O. Box 255, Ben Gurion Airport, Israel, 7019900  
Tel: +972-3-976-4000 Fax: +972-3-976-4040

