

ADD A SPEED DIAL TO A CISCO 79×0

1. Press the **Settings** button.
2. Press number **6** for **Call Preferences**.
3. Press **9** for Speed **Dial Lines**.
4. Select the line you wish to add the speed dial to, and press **Edit**.
5. Use the up and down arrows in the middle of the phone to navigate between **Label** and **Number**. Enter in the name of the speed dial you wish to program, then switch to the number and enter in the phone number.

To switch between letters and numbers press the second button from the left underneath the screen. If it says "**Number**" you will be entering alpha characters. If it says "**Alpha**" you will be entering numerical characters.

6. Press **Accept** to save the speed dial and return to the main screen to find your speed dial on the button you set it to.