




## User Guide Yealink T48

### Placing a Call

#### Using the handset:

1. Pick up the handset.
2. Enter the number, and then tap **Send**.

#### Using the speakerphone:

1. With the handset on-hook, press .
2. Enter the number, and then tap **Send**.

#### Using the headset:

1. With the headset connected, press  to activate the headset mode.
2. Enter the number, and then tap **Send**.

During a call, you can alternate between the headset, hands-free speakerphone and handset modes by pressing the **HEADSET** key, the **Speakerphone** key or by picking up the handset. Headset mode requires a connected headset.

### Answering a Call

#### Using the handset:

Pick up the handset.

#### Using the speakerphone:

Press .

#### Using the headset:

Press .


Note: You can reject an incoming call by pressing the **Reject** soft key.

### Ending a Call

#### Using the handset:

Hang up the handset or tap the **End Call** soft key.



#### Using the speakerphone:

Press  or tap the **End Call** soft key.



#### Using the headset:

Tap the **End Call** soft key.

### Redial

- Press  to enter the **Placed Calls** list, and then tap the desired entry.
- Press  twice when the phone is idle to dial out the last dialed number.

### Call Mute and Un-mute



- Press  to mute the microphone during a call.
- Press  again to un-mute the call.

### Call Hold and Resume

#### To place a call on hold:

Press  or tap the **Hold** soft key during an active call.



#### To resume the call, do one of the following:

- If there is only one call on hold, press  or tap the **Resume** soft key.
- If there is more than one call on hold, tap the call you want to resume, and then press  or tap the **Resume** soft key.



### Call Transfer

You can transfer a call in the following ways:



#### Blind Transfer

1. Press  or tap the **Transfer** soft key during an active call. The call is placed on hold.
2. Enter the number you want to transfer to.
3. Press  or tap **B Transfer**.

#### Semi-Attended Transfer

1. Press  or tap the **Transfer** soft key during an active call. The call is placed on hold.
2. Enter the number you want to transfer to, and then tap **Send**.
3. Press  or tap **Transfer** when you hear the ring-back tone.

#### Attended Transfer

1. Press  or tap the **Transfer** soft key during an active call. The call is placed on hold.
2. Enter the number you want to transfer to, and then tap **Send**.
3. Press  or tap **Transfer** when the second party answers.

### Call Forward

#### To enable call forward:

1. When the phone is idle, tap  -> **Features**-> **Call Forward**.
2. Select the desired forward type:

**Always Forward**---Incoming calls are forwarded unconditionally.

**Busy Forward**---Incoming calls are forwarded when the phone is busy.

**No Answer Forward**---Incoming calls are forwarded if not answered after a period of time.

3. Enter the number you want to forward to. For **No Answer Forward**, tap the gray box of the **After Ring Time** field, and then tap the desired ring time to wait before forwarding.
4. Tap the **Save** soft key to accept the change.

#### Call Conference



1. Tap the **Conference** soft key during an active call. The call is placed on hold.
2. Enter the number of the second party, and then tap **Conference**.
3. Tap the **Conference** soft key again when the second party answers. All parties are now joined in the conference.
4. Tap the **End Call** soft key to disconnect all parties.

Note: You can split the conference call into two individual calls by pressing the **Split** soft key.

### Voice Message

Message waiting indicator on the idle screen indicates that one or more voice messages are waiting at the message center. The power indicator LED slowly flashes red.

#### To listen to voice messages:

1. Tap  and then tap **Connect**, or press .
2. Follow the voice prompts to listen to your voice messages.