Call Mute

1. Press to Mute the microphone during the call.
2. Press again to un-mute the conversation.

Putting a call on hold

1. Press key or Hold soft key, caller is put on hold.
2. To retrieve the call press key or Resume soft key.

Note: with more than one active call, select desired call with the navigator keys and use the corresponding soft key to hold or resume.

Call transfer

Attended transfer:

1. Press key or Xfer soft key during the active conversation, the call is put on hold.
2. Dial the second telephone number.
3. When the call is answered, then press key or Xfer soft key to complete the operation.

Blind transfer:

1. Press key or Xfer soft key during the active conversation, the call will be on hold.
2. Then enter the 2nd telephone number and press key or Xfer soft key.

Call forward

1. Press Menu > Features > Call Forward.
2. Select the line, the type of forward, enter the destination number and status, and press OK soft key.

Multiparty conference

1. Once in line with 1st caller, press key or Conf soft key, 1st caller is put on hold.
2. Then call the 2nd number.
3. After, 2nd call is established, press key or Conf soft key to set up the conference.

Programmable keys

1. You can configure shortcuts for the programmable keys.
2. Press Menu > Basic > Keyboard, select among the configurable items, and select your desired type and value, press OK key.

Do not disturb

1. Press DND soft key, and enable the device do not disturb mode.
2. Or press Menu > Features > DND, and select the Mode and Type, and press OK key.

Voice mail

1. To access your voice mailbox, press or Menu > Message > Voice Message, number of messages will be indicated if provided by your server or pbx.
2. Select the line and press Play to call.

Call list

1. Press key or Menu > CallLog > Local Call Logs.
2. Scroll through the list using .
3. To dial an entry, press Dial soft key or pickup handset or press or .

Phonebook

Access phonebook:

1. Press or Dir soft key or Menu > Contact > Local Contacts.
2. Select All Contacts or other Group.
3. To dial an entry, press Dial soft key or pickup handset or press or .

Add new entry:

1. Press Dir soft key, Press All Contacts or other group > Press Add.
2. Enter name and number and press OK soft key.

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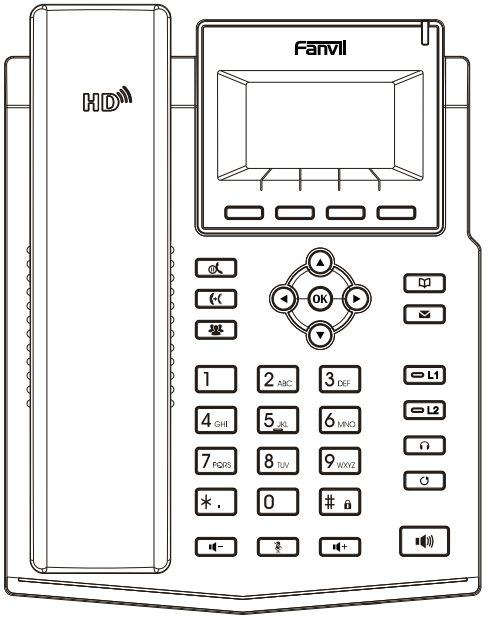
Fanvil

V1.02



X3S Lite / X3SP Lite / X3SG Lite

Quick Installation Guide

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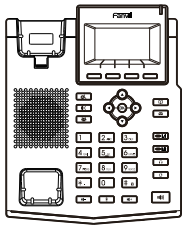
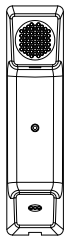
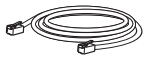
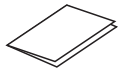
Packaging list

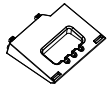

IP Phone

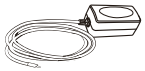

Handset

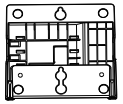
Handset Cord


Ethernet Cable


Quick Installation Guide


Stand


Power Adapter (Optional)


Wall Stand (Buy separately)

Screen icon

In hands-free mode	Auto-answering activated	New SMS	Missed call(s)
In headset mode	Call Forward activated	New VM Messages	Received call(s)
In handset mode	Do not disturb activated	Voice Quality Level of call	Dialed call(s)
Mute activated	SIP Hotspot activated	Network storm	Internet connected
Silent mode	VLAN activated	Keypad locked	Internet is disconnected
Call is on hold	VPN activated	Forward call(s)	No IP address

Keys features

Soft keys

Message waiting indicator

Left and right navigation keys
Up navigation key, Shortcut to call log
Down navigation key, Shortcut to Status
OK key, Shortcut to Menu

Hold key, Hold/Resume the call

Call transfer key

Conference key

Phonebook key

Call logs key

Line keys

Headset key, activate/deactivate headset

Redial key, access to redial the last record

In idle mode: activate/deactivate silent mode
In communication mode: mute/un-mute a call

In idle mode or during ringing: increase or decrease ringer volume
In communication: increase or decrease handset, headset or hands-free volume

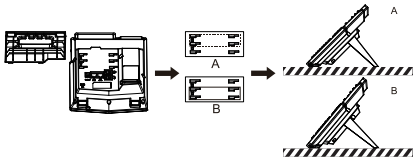
Hand-free key, activate/deactivate hands free

Long press to lock keypad.
Enter PIN to unlock keypad (default 123)

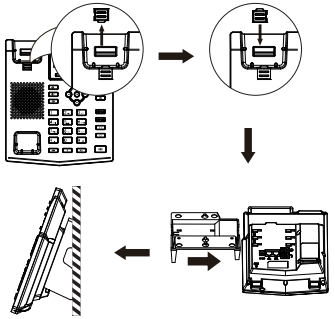
Installation the device

Please follow the instructions in below picture to install the device.

- **Bracket desktop installation**



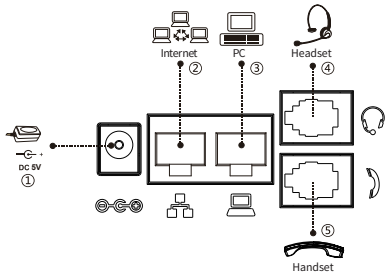
- **Wall mounting (Wall Stand need buy separately)**



Connecting to the device

Please connect power adapter, network, PC, handset, and headset to the corresponding ports as described in below picture.

① Power port: connect the power adapter.
② Network port: connecting local area network or Internet.
③ PC port: the network port connect to the computer.
④ Headset port: connect headset.
⑤ Handset port: connect IP Phone handset.



Configuration

Configuration via Phone

1. Press Menu > Settings > Advanced Settings (default password 123)
2. Select Network: To configure the Network Settings (IPv4/IPv6/IPv4&IPv6, DHCP/Static/PPPoE).
3. Select Accounts: To configure enable the account, fill the SIP server address, port, user name, password etc.
4. Save the configuration.

Configuration via Web

1. Get the IP address from the phone: Press key, or Menu > Status > ETH .
2. Login: Input the IP address in the web browser. The PC and phone should be in the same IP address segment (The default username and password are both 'admin' .)
3. Configure: Select network/account etc, and fill the relevant content.
4. Save the configuration.

Language setting

1. Press Menu key > Basic > Language.
2. Select the desired language and press OK soft key.

Making a call

1. **Pre-dialing**: enter the phone number and pick up the handset.
2. **Direct dialing**: lift the handset and enter the phone number.
3. **Handsfree**: enter phone number and press or vice versa.
4. **Headset:** enter phone number and press or vice versa.
5. **Designated line:** press line key, enter phone number and press dial key.

Accepting a call

1. **Using the handset**: pick up the handset.
2. **Using the headset**: press .
3. **Using the handsfree**: press .

Redial

1. Press redial a call number.