

YEALINK T57 USER GUIDE

USING BASIC CALL FUNCTIONS




PLACING A CALL


Using the handset:

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

Using the speakerphone:

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

Using the headset:

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

*Note: 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 .

ENDING A CALL

Using the handset:

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

Using the speakerphone:


Press  or **End Call**.

Using the headset:

Tap **End Call**.

REDIALING A CALL

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.

MUTING AND UN-MUTING A CALL

Press  to mute the microphone during a call.



Press  again to un-mute the call.

HOLDING AND RESUMING A CALL

To Hold a call:

Press  or **Hold** during an active call.



To Resume the call, do one of the following:

- If there is only one call on hold, press  or **Resume**.
- If there is more than one call on hold, select the desired call, and then press  or **Resume**.



TRANSFERRING A CALL

You can transfer a call in the following ways:



Performing a Blind Transfer

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

Performing a Semi-Attended Transfer

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

Performing an Attended Transfer

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

INITIATING A CONFERENCE CALL

1. Tap **Conference** during an active call. The call is placed on hold.
2. Enter the number of the second party, and then tap **Conference**.
3. Tap **Conference** again when the second party answers. Three parties are now joined in the conference.

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