



























## Feature operation

| Call Forward          |  |   |
|-----------------------|--|---|
| Activate              | Fwd  |  ► Fwd             |
| Deactivate            | ► Fwd  |   |
| Reinstate             | Fwd  | ► Fwd   |
| View number           | Display  | ► Fwd   |
| Call Pickup           |  |   |
|                       |   | Pickup  |
| Conference            |  |   |
|                       | Conf   |  ► Conf            |
| Handsfree             |  |   |
| Activate              |  (Handsfree)  |  (to end the call) |
| Switch to handset     |   |   |
| Handset to handsfree  |  (Handsfree)  |                    |
| Activate Headset      |  |   |
|                       |  (Headset)  |  (to end the call) |
| Hold                  |  |   |
| Place a call on hold  |  (Hold)   |   |
| Return to a held call |  (Handsfree)  |   |
| Ring Again            |  |   |
| Activate              | RngAgn   |   |
| When notified         |  ► RngAgn   |   |
| Deactivate            | ► RngAgn   |   |
| Transfer              |  |   |
|                       | Trans  |  ► Trans           |
| Adjust volume         |  |   |
|                       |  (Volume +) or  (Volume -) |   |

## Legend

| Icon   | Action   |
|--|--|
| ( )  | Indicates the key cap text label. For example, (Message).  |
|  | Lift the handset, press the line (DN) key or the <b>Handset</b> key.   |
|  | Replace the handset, or press  to end the call. (Goodbye) |
|  | Dial a number.   |

## Legend (continued)

| Icon  | Action  |
|---|---|
|  | Press the <b>Services</b> key once for Call Platform features, or press the <b>Services</b> key twice to access local tools menu options. |
|  | Press the <b>Up/Down Navigation</b> keys  |
|  | Press the <b>Enter</b> key  |
|  | Press the <b>Headset</b> key.   |
|  | Press the <b>Handsfree</b> key.   |
|  | Press the <b>Mute</b> (on/off) key.   |

## Services and Telephone Options menus

| Services menu   |  |   |
|---|--|---|
|  |  |  |

**Note:** The **Services** menu contains the **Telephone Options**, **Password Admin**, and **Virtual Office**. Some options are not available on all IP Phone 1210 phones. Consult your system administrator.

The following are the most commonly used options:

### Telephone Options menu

#### Volume adjustment

Pick one of:  
 Ringer  
 Handset Listen  
 Handsfree Listen  
 Headset Listen  
 Buzzer

  Select

#### Contrast adjustment

  Select

#### Language

  Select

**Note:** This language setting controls the language used by features on your phone only. To set the language used elsewhere on your phone, press **Services** twice, select 1. Preferences, and select 2. Language.

#### Date/Time format

  Select

#### Local DialPad Tone

  Select

#### Ring type

 Play  Select

#### OnHook default path

  Select

## Nortel IP Phone 1210



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Date: May 2009

Document Release: Standard 01.07

Document Number: NN43140-100

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## IP Phone 1210

For Nortel Communication Server 1000

## Quick Reference Card

