

Polycom – Hot Desk

Log in

1. Dial ***43**
2. At the prompt, enter your **extension number**
3. Enter your **voicemail password**

The phone reboots and displays your username and extension number. You can now make and receive calls.

Log out

1. While logged in, dial ***43**
2. At the prompt, enter your **extension number**
3. Enter your **voicemail password**

The phone reboots and displays the original hot desk extension ready for another user to log in.



Log in anywhere globally using a hot desk phone and your extension.