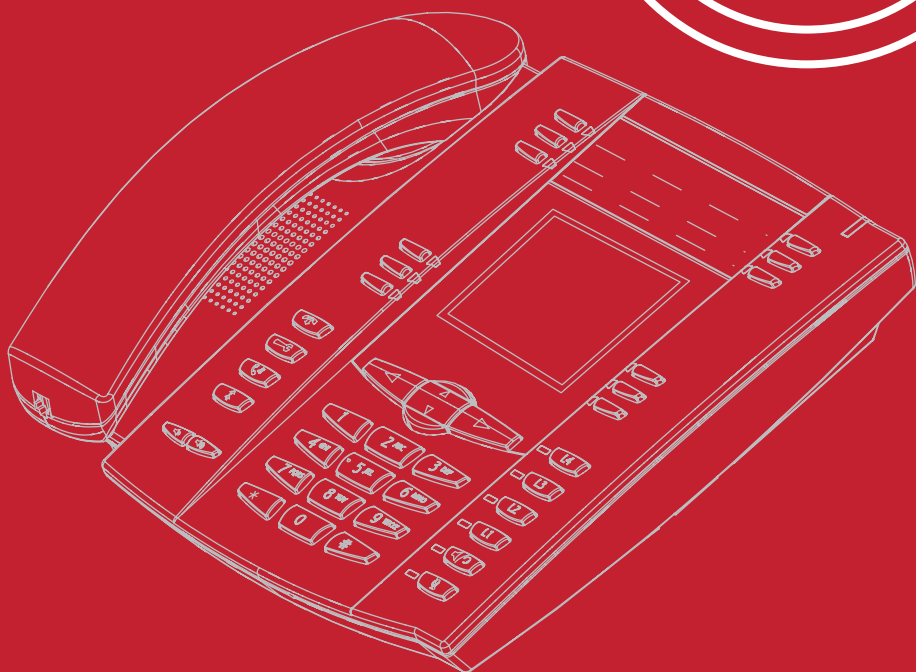




8x8, Inc. Business Phone Service

675xi Series IP Phone

User
Reference
Manual



6753i - 6755i - 6757i CT

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Introduction

Congratulations on the purchase of your 8x8 Virtual Office service and new telephone. The phone has been manufactured to meet very high standards for convenient and reliable service.

This telephone will operate according to the preloaded scripts. Please use the interactive menu and soft buttons to access features provided by your 8x8 Virtual Office Service.

Phone Parts Checklist

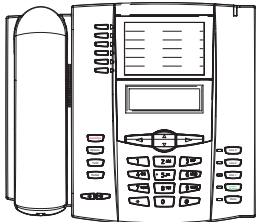
Remember to save your sales receipt in case you ever need warranty service. Check to make sure your package includes the items described below:

Telephone base	AC/DC adapter
Telephone handset	Wall mount bracket
Phone line	Handset cords

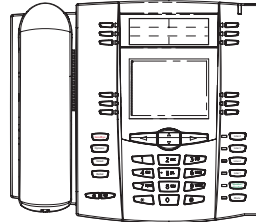
Phone Parts

When you unpack your phone, you should ensure that you have all of the following items. Remember to save your sales receipt in case you ever need warranty service.

6753i and 6755i IP Phone Parts

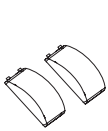


6753i IP Phone



6755i IP Phone

or



Telephone Base Desk Legs



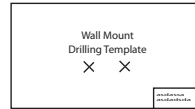
Handset



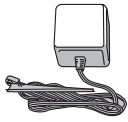
Handset Cord



Programmable Key Card



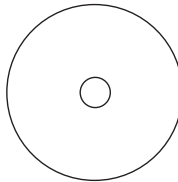
Wall Mount Drilling Template



Power Adapter



Ethernet Cable

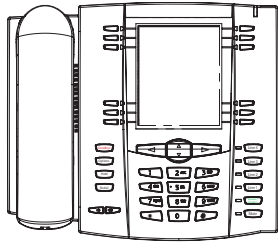


Reference CD



Screws and Anchors for Wall Mounting

6757i CT IP Phone Parts



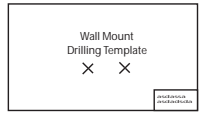
Telephone Base



Handset



Handset Cord



Wall Mount Drilling Template



Power Adapter
(for 57i CT Base)



Power Adapter
(for charging cradle)



Belt Clip



Battery



Screws and
Anchors for
Wall Mounting



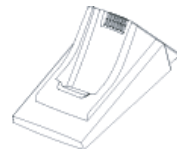
Ethernet Cable



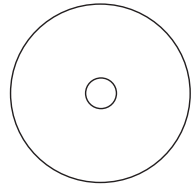
Telephone Base
Desk Legs



57i CT Cordless
Handset

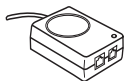


Charging Cradle
for Handset

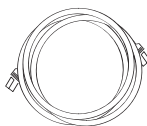


Reference
CD

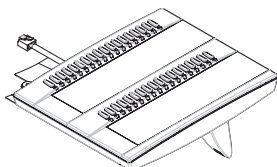
675xi Optional Accessories (Not Included)



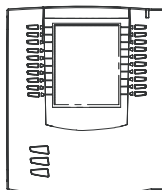
PoE
(Power over Ethernet)
Inline Power Injector



Additional Ethernet Cable
(Category 5/5e straight
through cable)



Model 536EM Expansion Module



Model 560EM Expansion Module

PoE (Power over Ethernet) Inline Power Injector

- A PoE (Power over Ethernet) Inline Power Injector supplies 48v power to the 675xi Series through the Ethernet Cable on pins 4 & 5 and 7 & 8.



Warning: Do not use this PoE Inline Power Injector to power other devices.

The 536EM Expansion Module (536EM) and 560EM Expansion Module (560EM) attaches to the right side of the 675xi Series phone. The 536EM expansion module provides 36 additional softkeys for the phone. The 560EM provides 60 additional softkeys. You can purchase the expansion modules from our 8x8 accessories store at www.8x8.com/store.



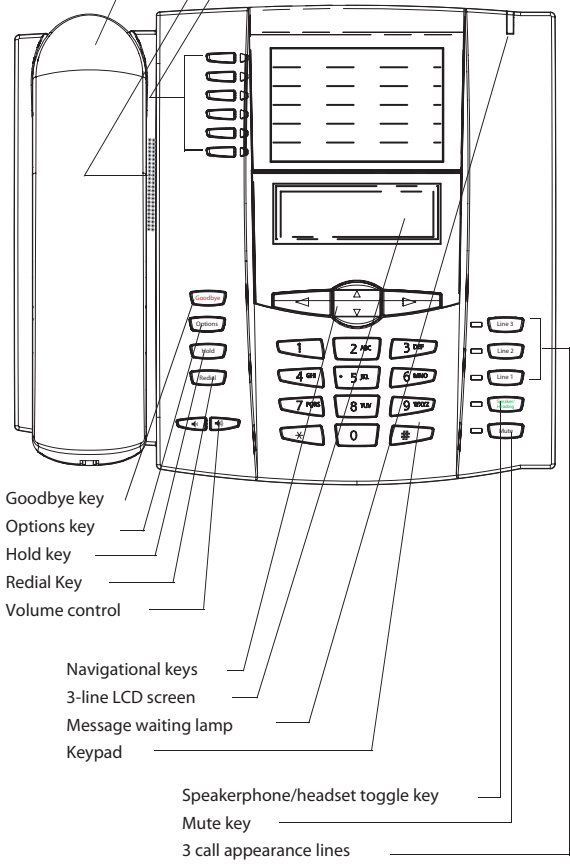
Note: The 6753i can only support the 536EM Expansion Module.

The 6755i & 6757i CT can use either the 536EM or 560EM expansion modules.

6753i IP Phone Keys and Key Description

Key Panel

- 6 keys with LEDs (4 are programmable)
- High quality speakerphone
- HAC handset



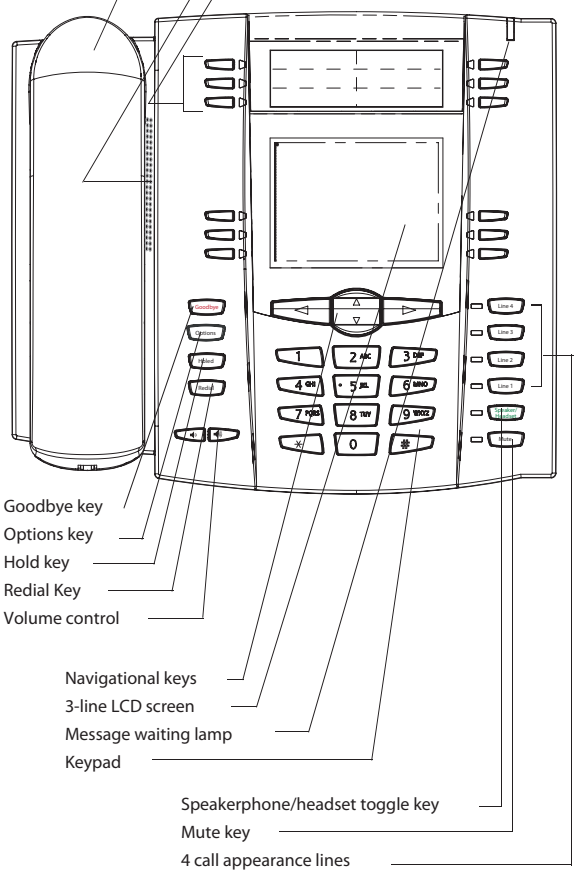
Phone Features for the 6753i IP Phone

- 3-line LCD screen
- 6 top keys: 4 are programmable keys
- 3 call appearance lines with LEDs
- Supports up to 9 call lines
- Full-duplex speakerphone for handsfree calls
- Headset support (modular connector)
- Built-in two-port, 10/100 Ethernet switch - lets you share a connection with your computer
- Inline power support (based on 802.3af standard) which eliminates power adapter
- AC power adapter (included)
- Enhanced busy lamp fields

6755i IP Phone Keys and Key Description

Key Panel

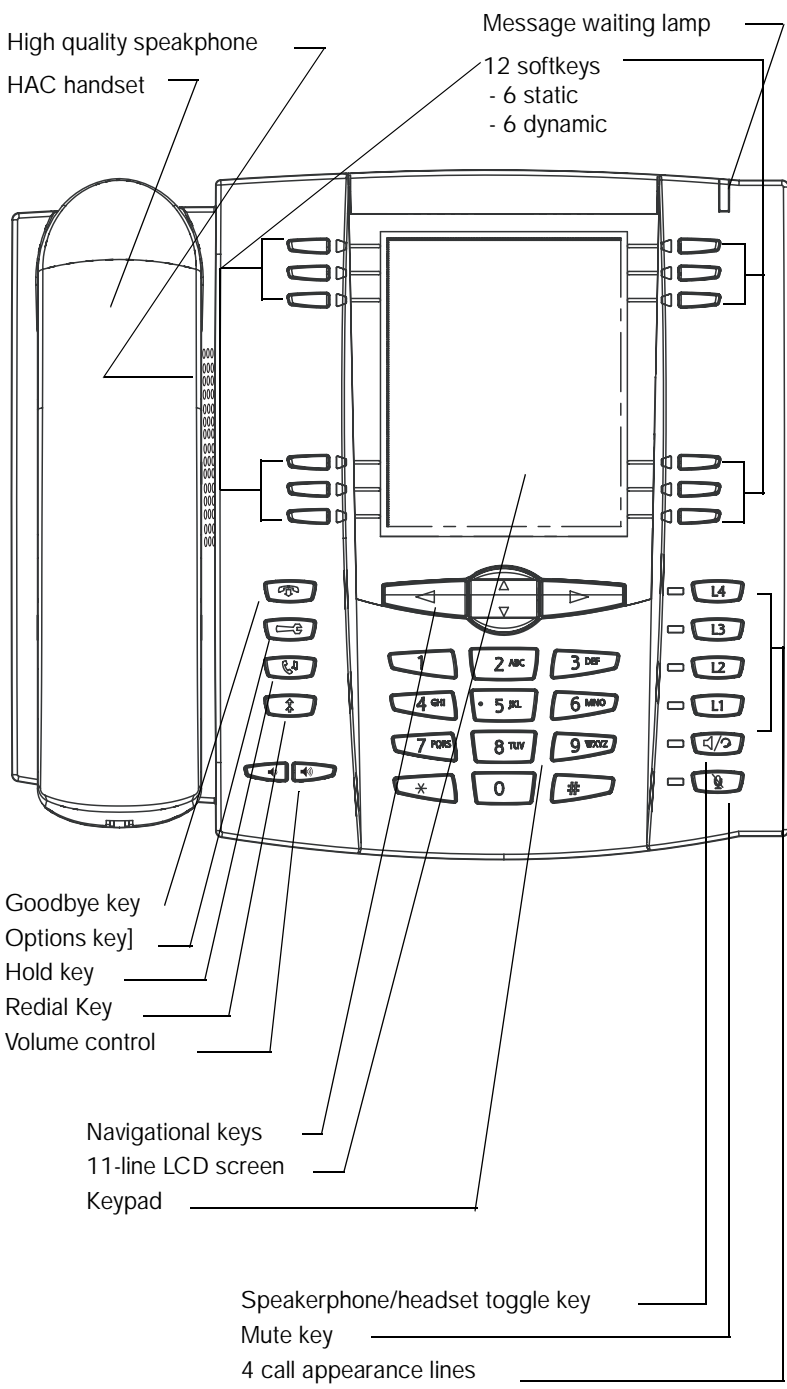
- 6 keys with LEDs (4 are programmable)
- High quality speakerphone
- HAC handset



Phone Features for the 6755i IP Phone

- 8 line graphical LCD screen (144 x 75 pixels) with white backlight
- 12 programmable keys
 - 6 Top keys: Programmable hard keys (up to 6 programmable functions)
 - 6 Bottom keys: Programmable state-based softkeys (up to 20 programmable functions)
- 4 call appearance lines with LEDs
- Supports up to 9 call lines
- Full-duplex speakerphone for handsfree calls
- Headset support (modular connector)
- Built-in-two-port, 10/100 Ethernet switch - lets you share a connection with your computer
- Inline power support (based on 802.3af standard) which eliminates power adapters
- AC power adapter (included)
- Enhanced busy lamp fields

6757i CT IP Phone Keys and Key Description



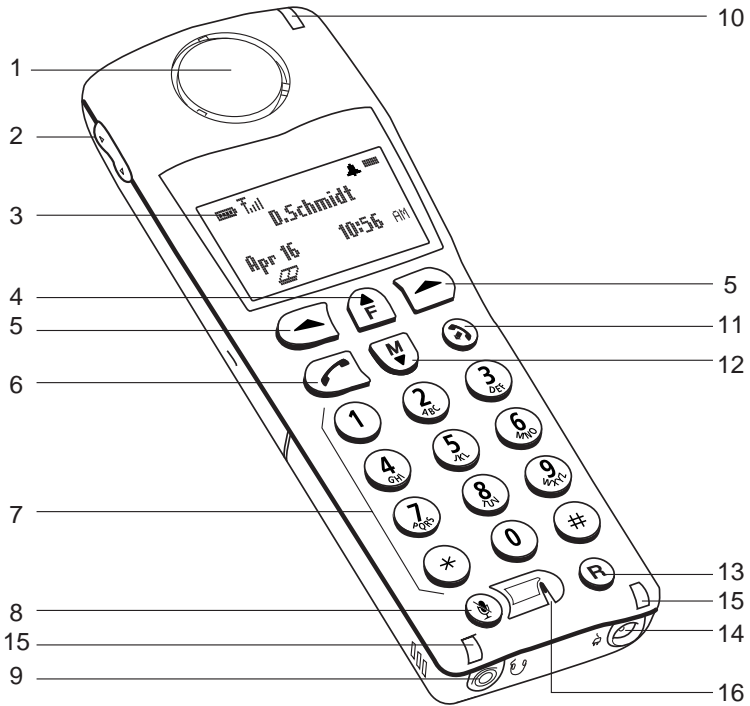
Phone Features – 6757i CT Base Unit

- 11 line graphical LCD screen (144 x 128 pixels) with white backlight
- 12 multi-functional softkeys
 - 6 Top Keys: programmable static softkeys (up to 10 programmable functions)
 - 6 Bottom Keys: programmable state-based softkeys (up to 20 programmable functions)
- 4 call appearance lines with LEDs
- Supports up to 9 call lines
- Full-duplex speakerphone for handsfree calls
- Headset support (modular connector)
- Built-in-two-port, 10/100 Ethernet switch - lets you share a connection with your computer
- Inline power support (based on 802.3af standard) which eliminates power adapters
- AC power adapter (included)
- Enhanced busy lamp fields

Phone Features – 6757i CT Cordless Handset

- 5 line backlit display screen
- 2 multi-functional softkeys
- Programmable function key supports up to 14 functions
- Vibration Alerter
- Headset Jack
- Desk charging stand

CM16E IP Phone Handset Keys and Key Description



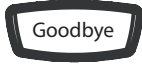


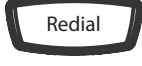

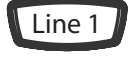
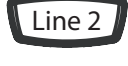




For use with the 6757 model only



Function #	Function Description
1	Receiver
2	Volume key During Ringing: Adjusts ringer volume. During a call: Adjusts receiver volume. During text mode (not in a call): Moves cursor right/left.
3	Display
4	Features f Key List Access key to the programmed Feature Key List. Scrolls up when in the various lists. Adds a space during editing.
5	Softkeys Activates feature or option shown on the display above the keys.
6	Call key Used to obtain dial tone. Also used as a Hold key.
7	Dialpad
8	Mute Key When used, prevents the caller from hearing you.

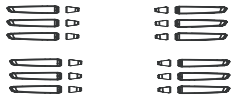
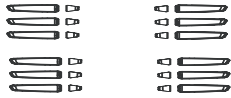
Function #	Function Description
9	Headset Jack
10	Status Light
11	Release Key To end calls and go on hook. Exits Menu and the various lists.
12	Menu Key Access key to the different options. scrolls down when in the various lists. Used as backspace during editing.
13	Redial Key Displays the last 10 numbers dialed.
14	Charging Jack
15	Charging Contacts
16	Microphone

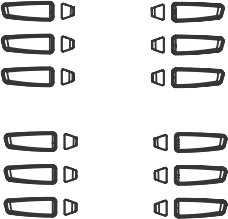
6753i / 6755i / 6757i CT IP Phone Key Panel

The following table identifies the keys on the key panel of your 675xi Series IP phone that you can use for handling calls.

Keys	Key Description
	Goodbye Key - Ends an active call. The Goodbye key also exits an open list, such as the Options List, without saving changes.
	Options Key - Accesses options to customize your phone. Your System Administrator may have already customized some of your settings. Check with your System Administrator before changing the administrator-only options.
	Hold Key - Places an active call on hold. To retrieve a held call, press the call appearance button beside the light that is flashing.
	Redial Key - Redials up to 100 previously dialed numbers. Pressing the Redial key twice simultaneously redials the last dialed number.
	Volume Control Key - Adjusts the volume for the handset, headset, ringer, and handsfree speaker.
   	Line/Call Appearance Key - Connects you to a line or call. The 8x8 6753i Series IP phone supports up to 3 line keys. 6755i & 6757i CT support up to 4 line keys.
	Handsfree Key - Activates Handsfree for making and receiving calls without lifting the handset. When the audio mode option is set, this key is used to switch between a headset and the handsfree speakerphone.
	Mute Key - Mutes the microphone so that your caller cannot hear you (the light indicator flashes when the microphone is on mute).

Keys	Key Description
	<p>Navigation Keys - Pressing the UP and DOWN arrow keys lets you view different status and text messages on the LCD display (if there is more than 1 line of status/text messages). These buttons also let you scroll through menu selections, such as the Options List.</p> <p>Pressing the LEFT and RIGHT arrow keys lets you view the different line/call appearances. While in the Options List, these keys allow you to exit or enter the current option. When you are editing entries on the display, pressing the LEFT arrow key erases the character on the left; pressing the RIGHT arrow key sets the option.</p>
<p>6753i</p> 	<p>Programmable Keys - Six Top Keys: 4 are programmable keys.</p> <p>Note: Keys 1 and 2 are hardcoded as the SAVE and DELETE keys, respectively, and cannot be altered.</p> <p>The following are the default functions for the programmable keys on the 6753i Series IP phone:</p> <ul style="list-style-type: none"> 1 - Save (hardcoded) Allows you to save numbers and/or names to the Directory. Using this key, you enter the number, name, and line (or speeddial key) to record in the Directory List. 2 - Del (Delete) (hardcoded) Allows you to delete entries from the Directory List and Callers List. (Must enter the Directory or Callers list and select an entry, then press twice to delete entry). 3 - Dir (Directory) Displays up to 200 names and phone numbers (stored in alphabetical order). 4 - Callers (Callers List) Accesses the last 200 calls received. 5 - Xfer (Transfer) Transfers the active call to another number. 6 - Conf (Conference) Begins a conference call with the active call. <p>Note: For more information about programming softkeys to perform specific functions, see the "Programmable Keys" on page 35.</p>

Keys	Key Description												
<p>6755i</p> 	<p>Programmable keys - 6 Top keys: programmable hard keys (up to 6 programmable functions)</p> <p>By default, keys 1 through 4 are assigned as Services, Directory, Callers List, and Intercom, respectively. Keys 5 and 6 have no assigned functions. All 6 keys are programmable and can be assigned to perform specific functions.</p> <p>The following are the default functions for the programmable keys on the 6755i IP phone:</p> <table border="0"> <tr> <td style="vertical-align: top;">1 - SERVICES</td> <td>Accesses enhanced features and services such as XML applications and voicemail, provided by third parties.</td> </tr> <tr> <td style="vertical-align: top;">2 - DIRECTORY</td> <td>Displays up to 200 names and phone numbers (stored in alphabetical order).</td> </tr> <tr> <td style="vertical-align: top;">3 - CALLERS LIST</td> <td>Accesses the last 200 calls received.</td> </tr> <tr> <td style="vertical-align: top;">4 - INTERCOM</td> <td>Accesses another extension on the network.</td> </tr> <tr> <td style="vertical-align: top;">5 - NONE</td> <td>No assigned function</td> </tr> <tr> <td style="vertical-align: top;">6 - NONE</td> <td>No assigned function</td> </tr> </table> <p>Note: For more information about programming keys 1 through 6 to perform specific functions, see the <i>8x8 Model 6755i User Guide</i>.</p>	1 - SERVICES	Accesses enhanced features and services such as XML applications and voicemail, provided by third parties.	2 - DIRECTORY	Displays up to 200 names and phone numbers (stored in alphabetical order).	3 - CALLERS LIST	Accesses the last 200 calls received.	4 - INTERCOM	Accesses another extension on the network.	5 - NONE	No assigned function	6 - NONE	No assigned function
1 - SERVICES	Accesses enhanced features and services such as XML applications and voicemail, provided by third parties.												
2 - DIRECTORY	Displays up to 200 names and phone numbers (stored in alphabetical order).												
3 - CALLERS LIST	Accesses the last 200 calls received.												
4 - INTERCOM	Accesses another extension on the network.												
5 - NONE	No assigned function												
6 - NONE	No assigned function												
<p>6755i</p> 	<p>Softkeys - 6 Bottom keys: programmable state-based softkeys (up to 20 programmable functions)</p> <p>Note: For more information about programming keys 1 through 6 to perform specific functions, see the <i>8x8 Model 6755i User Guide</i>.</p>												

Keys	Key Description
<p>6757i CT</p> 	<p>Softkeys - 12 softkeys on the 6757i CT IP Phone.</p> <ul style="list-style-type: none"> • 6 Top Keys: static softkeys (up to 10 programmable functions) • 6 Bottom Keys: state-based softkeys (up to 20 programmable functions) <p>All top and bottom keys can be configured for specific functions.</p> <p>By default, keys 1 through 4 are assigned as Services, Directory, Callers List, and Intercom, respectively:</p> <p>1 - SERVICES Accesses enhanced features and services such as XML applications and voicemail, provided by third parties.</p> <p>2 - DIRECTORY Accesses the Directory List which displays up to 200 names and phone numbers (stored in alphabetical order)</p> <p>3 - CALLERS LIST Accesses the Callers List which lists the last 200 calls received.</p> <p>4 - INTERCOM Automatically connects with a remote extension for outgoing calls, and answers incoming intercom calls.</p> <p>The following softkeys display when you pick up the handset:</p> <p>DIAL After entering a phone number from the keypad, you can press the Dial softkey to immediately dial the number.</p> <p>CONF (Conference) Begins a conference with the active call.</p> <p>XFER (Transfer) Transfers the active call to another number.</p> <p>Note: For more information about programming the softkeys to perform specific functions, see the 6755i & 6757i CT Softkeys on page 34.</p>

Installation and Setup

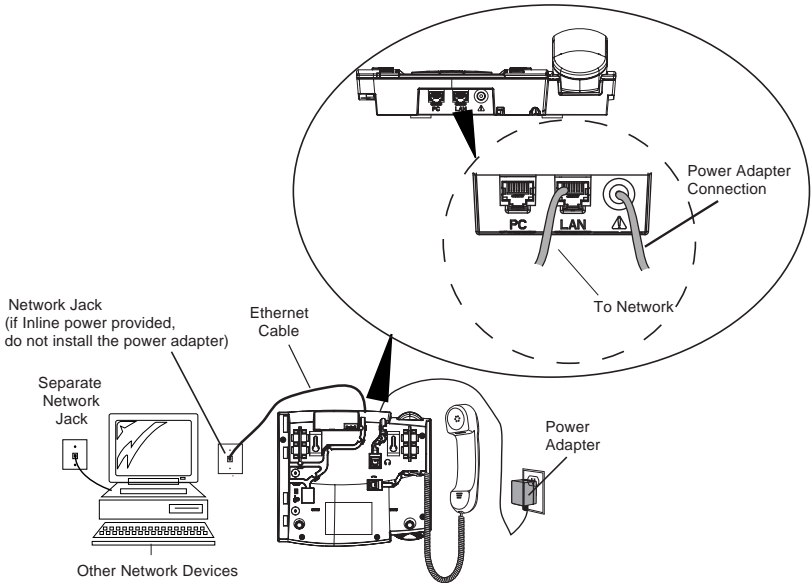
The 675xi Series can be set up to share a network connection with another network device. Power can be provided by the supplied power adapter or by an 802.3af compliant network power source or with a PoE Inline Power Injector (optional accessory).

Direct or Shared Network Connection

The phone can be set up as a direct network connection to the Ethernet wall jack or as a shared network connection as a pass-through if connecting the phone to a computer or another network device.

Direct Network Connection

Located at the top of the phone are two fully switched 10/100 Mbps Ethernet cable ports. The port marked with **LAN** is used to connect the phone to the network, as well as provide power to your phone (if required).



Shared Network Connection

To connect a network device (such as a computer) to the phone, connect an Ethernet Cable into the network port on the top of the phone marked with **PC**. Plug the other end of the Ethernet cable into the network jack on the network device you are sharing the network connection with.



Note: The **PC** jack does not supply inline power onto other network devices. All Ethernet cables used must be minimum category 5/5e straight-through cables, such as the cable provided with your phone.

Connecting to the Network and to Power

Power Adapter

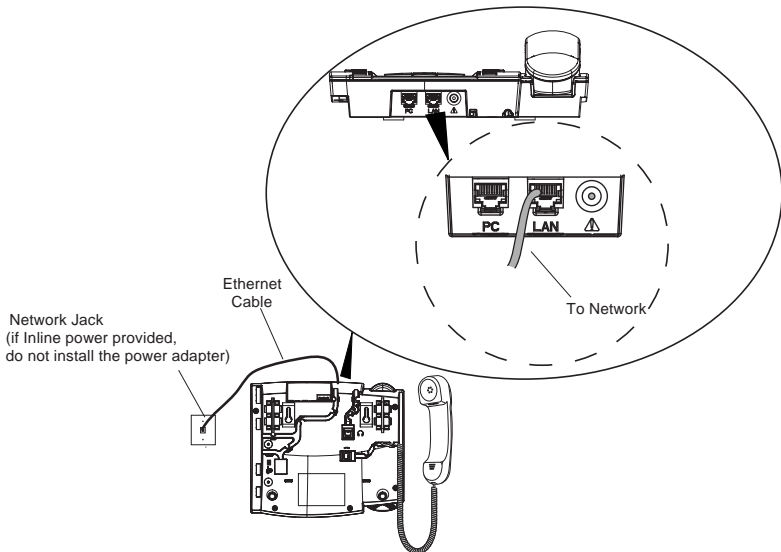
Use the power adapter (provided by your System Administrator) with your phone and plug your phone into a power source.

Inline Power Provided

If your network provides 802.3af compliant in-line power, the phone is powered through the network.

1. On the top of your phone, connect the Ethernet cable (provided with your phone) into the network port marked with **LAN**.

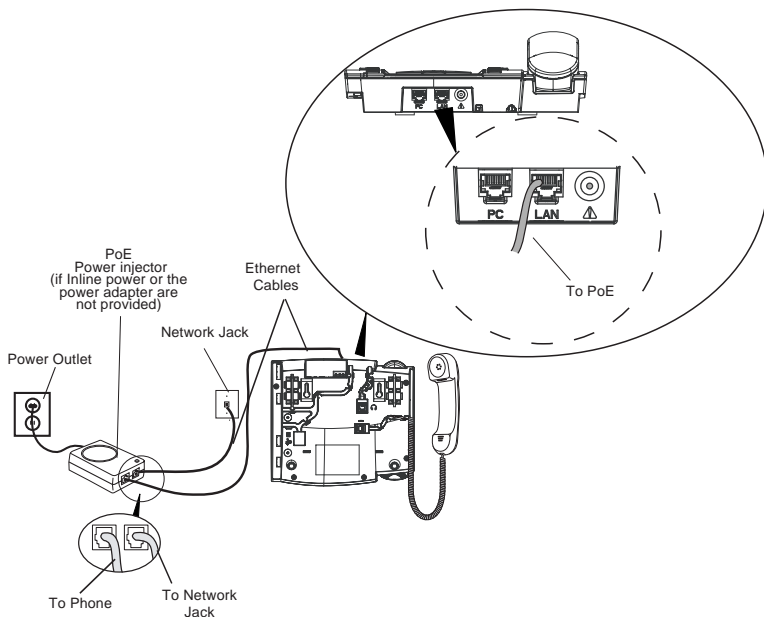
Plug the other end of the Ethernet Cable directly into the network jack on the wall.



Inline Power Not Provided

If your network does not provide 802.3af compliant in-line power, you have to install the power adapter or the PoE inline power supply (optional accessory).


1. On the top of your phone, connect the Ethernet cable (provided with your phone) into the network port marked with **LAN**.
2. On the PoE power injector, plug the other end of the Ethernet cable into the network jack marked as indicated in the following illustration.
3. On the PoE power injector, connect an additional Ethernet cable into the network port as indicated in the following illustration.
4. Plug the other end of the Ethernet cable into the network jack on the wall.
5. Plug the PoE power injector into a power outlet.

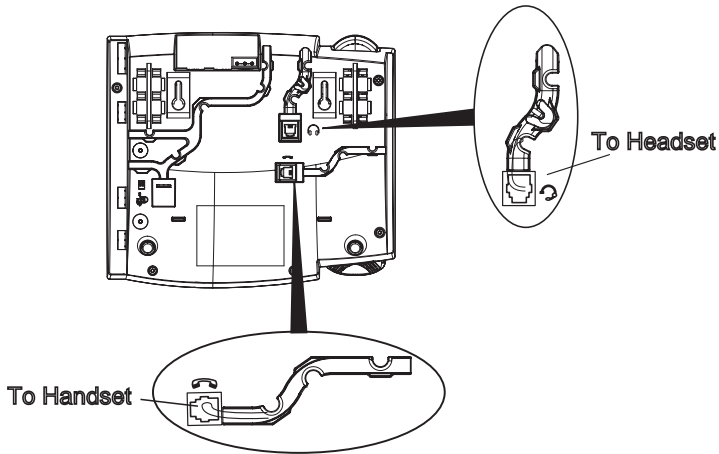


Note: You should connect the power supply to a surge protector or power bar. All Ethernet cables used must be minimum category 5/5e straight-through cables, such as the cable provided with your phone.

Connecting a Handset or Headset

Handset

Turn the phone over and locate the handset jack marked . Insert one end of handset cord into the jack until it clicks into place. Then route the handset cord through the groove as shown in the illustration below. Attach the handset to the other end of the handset cord.



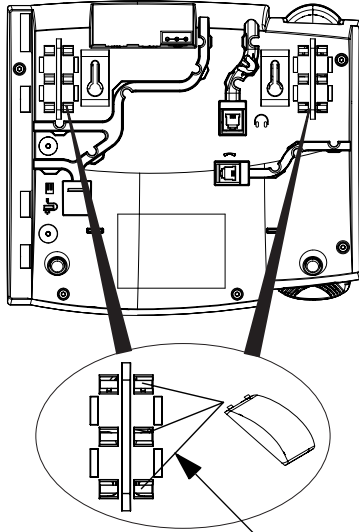
Desk or Wall Installation

Install on the Desk

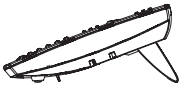
The desk installation for the 675xi Series IP phone consists of two legs that attach to the back of the phone near the top corners. A total of four different viewing angles allows users to personalize their phone viewing preference.

1. Attach each leg by inserting the tabs on the leg into the slots on the bottom of the phone. There are three pair of leg slots on each corner of the phone; each leg uses two pairs (1&2, or 2&3) giving two leg positions designating different viewing angles. Furthermore, the legs can be reversed which offer two additional viewing angles.
2. For a higher viewing angle, use the second and third slots from the top.

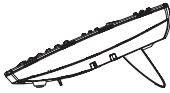
3. For a lower viewing angle, use the first and second slots from the top.
4. Push the stand towards the phone until it snaps into place.



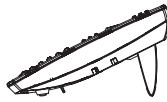
Three leg slot locations for customizing the height of the desk phone.



20.7 deg.
Incline Angle



23.3 deg.
Incline Angle



26.6 deg.
Incline Angle



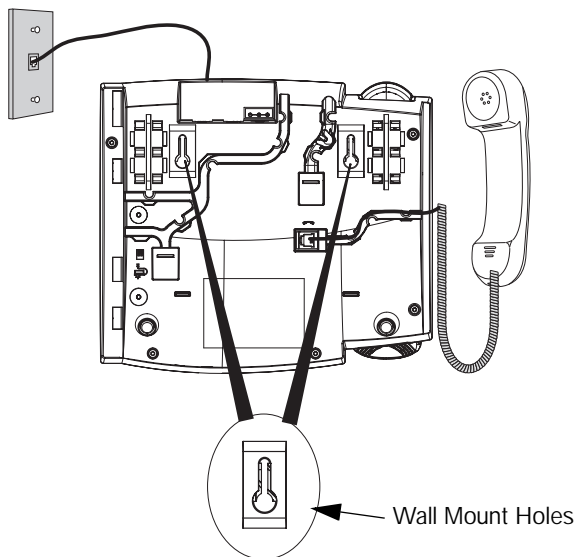
30.9 deg.
Incline Angle

Total 4 Viewing Angles

Install on the Wall

The 675xi Series IP phone has two pre-drilled wall mounting holes on the back of the phone.

1. Using the provided wall mount drilling template, locate and mark the position for the mounting screws on the wall. Depending on the wall type, you may need to use wall anchors. Both the screws and wall anchors are included with your phone.
2. Place the wall mount holes on the phone over the screw heads on the wall and pull down to lock the phone in.



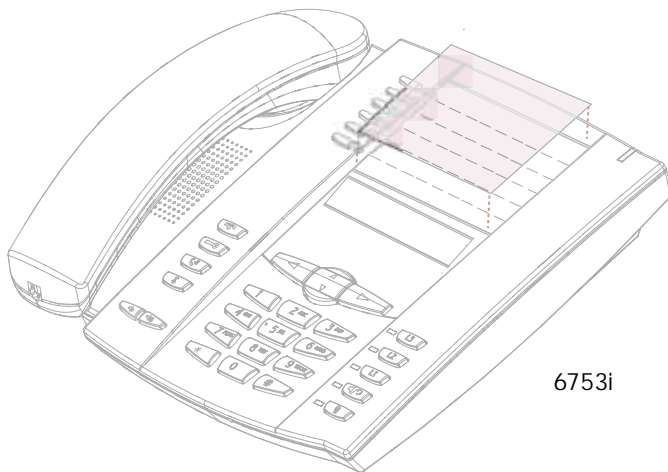
Note: You may wish to purchase a short Ethernet cable from a local supplier for a wall installation.

-
3. In the handset cradle, there is a small clip that sits flush with the cradle surface. Using a small flathead screwdriver, pull the clip up and remove it from the phone.
 4. With the arms on the clip facing you and the flat side of the clip towards the phone, turn the clip 180 degrees and reinsert it back into the clip cavity in the phone's cradle.

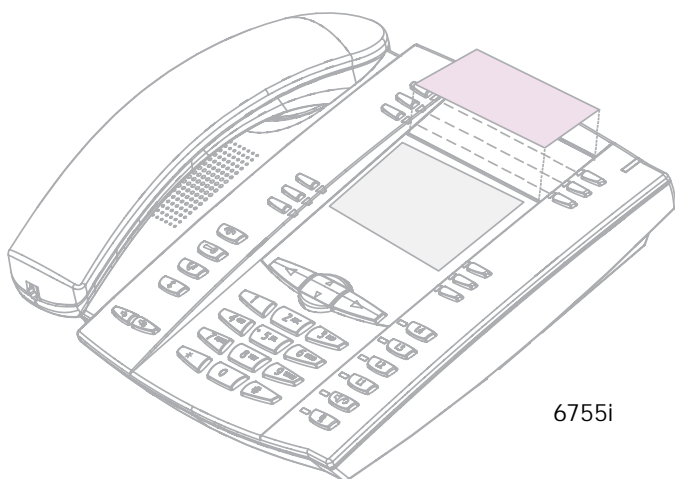
Inserting the Key Card on your Phone

This card contains the label identification spaces for (only for 6753i & 6755i) programmable keys.

1. Remove the clear plastic lens from the top front panel of the telephone by gently pressing down on the lens and sliding upward.
2. Place the card into the programmable key card slot on the top front panel of the telephone using the indentation of the plastic for alignment.
3. With one hand holding the label card in place, gently slide the clear plastic lens into the slots at the top of the programmable key panel.



6753i



6755i

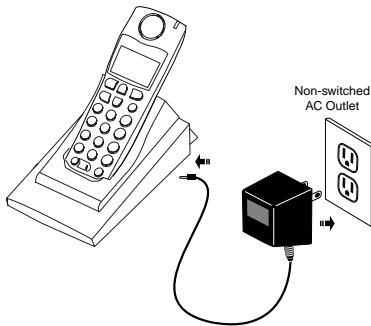
Installation and Setup – 6757i CT Cordless Handset

There are two steps involved in setting up the 57i CT cordless handset. The charging cradle needs to be plugged in and the batteries need to be installed in the handset.

Charging Cradle

The charging cradle is designed to be placed on a desk or any appropriate flat surface. To set up the charging cradle:

1. Plug the modular cord of the power adapter into the jack on the bottom of the cradle. Route the cord through the retaining tabs of the molded cord slot. Verify the cradle rests on all four feet and doesn't wobble.
2. Plug the other end of the power adapter into a non-switched AC outlet. It is recommended that the adapter should not be plugged into an electrical power bar and should be the only item plugged into the AC outlet.



Battery Installation and Charging

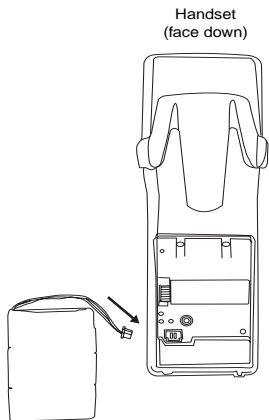
The handset is powered by a nickel metal hydride battery pack. To install and charge the battery:

1. Place the battery pack in the battery compartment with the connector wires pointing towards the bottom of the handset
2. Connect the battery terminal wire to the charging pins within the battery compartment
3. Slide the cover of the battery compartment from the bottom of the handset until it locks into place
4. Place the handset, face up, in the charging cradle. The handset should easily slide into the charging cradle. If it does not, check the battery compartment cover to ensure it is properly closed.
5. Check the battery icon on the handset screen to confirm that it is blinking and that the battery is properly charging.

The cordless handset is automatically "factory paired" to the base station and will establish contact with the base station once both units have been successfully installed. This connection can be verified by checking for the presence of the Reception range icon **m** beside the battery icon **b** on the handset screen.



Note: The battery must be charged for a minimum of six hours prior to initial usage of the handset.



Belt Clip

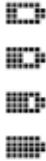

To install the belt clip, snap one arm of the clip into the slot on the side of the handset and then slide the other arm into the slot on the other side of the handset until it snaps into place.

Using a Headset with your Telephone

The 6757i CT cordless handset accepts headsets through the jack on the bottom of the handset. Contact your telephone equipment retailer or distributor to purchase a compatible headset. Customers should read and observe all safety recommendations contained in headset operating guides when using any headset.

Battery Status Icons


The display provides “at a glance” information on the handset battery:

	<p>The bars indicate the battery charge level – 4 for full, needs recharging when only 1 bar appears.</p>
	<p>The bars will flash when the battery is being recharged on the charger stand.</p>



Note: The handset is designed to recharge the batteries automatically, when required and placed on the charger stand. The battery icon will not flash and the handset does not charge every time it is placed on the stand. If a defective battery is replaced, then the battery icon is not identified until the new battery is charged for at least 2 minutes.






Customizing your phone

A list of configuration options can be accessed by pressing the  button on the phone and also via the 8x8 Web Phone UI as well. The following table indicates the options and the method you can use to access these options on your phone.

Phone Option	Access from Phone UI	Access from 8x8 Web Phone UI
Language	✓	
Time and Date Time Date Time and Date Formats Time Server Time Zone Daylight Saving Time	✓ ✓ ✓ ✓ ✓ ✓	✓ ✓
Ring Tone/Tone Sets	✓	✓
Clear Message Waiting	✓	
Contrast Level	✓	
Live Dialpad	✓	

Phone Option	Access from Phone UI	Access from 8x8 Web Phone UI
Set Audio Audio Mode Headset Mic Volume	✓ ✓	
Call Forward Number Mode Number of Rings	✓ ✓ ✓	✓ ✓ ✓
Network	This is an Administrator option that is password protected.	
Phone Status Network Status Firmware Version Restart Phone	✓ ✓ ✓	✓ ✓ ✓
User Password	✓	✓
Phone Lock	✓	✓

Accessing Your Options via the Phone UI

1. Press the **Options** key  on the phone to enter the Options list.
2. To go to an **Option**, use  and  to scroll through the list, or press the number corresponding to the **Option**.
3. Press the **Show** softkey, the  button, or press the digit number of the corresponding option to select an option.
4. Use the softkeys to change a selected option.
5. Press the **Done** softkey at any time to exit the option and save the change.
6. Press the **Cancel** softkey, the  button, or the N button at any time to exit without saving changes.

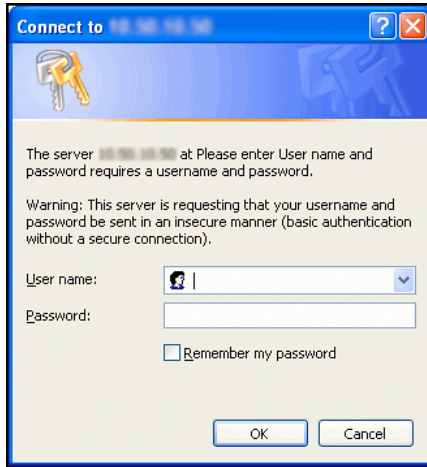
Accessing Your Options via the 8x8 Web Phone UI


You can use the following procedure to access the phone options using the 8x8 Web Phone UI.



8x8 Web Phone UI

1. Open your web browser, enter the phone's IP address or host name into the address field and press <Enter>. The following logon screen displays.



2. At the prompt, enter your username and password and click . The Network Status window displays for the IP phone you are accessing.



Note: For a user, the default user name is “user” and the password field is left blank.

Attribute	LAN Port	PC Port
Link State	Up	Down
Negotiation	Auto	Auto
Speed	10Mbps	10Mbps
Duplex	Half	Half
MAC Address:	00-01-24-00-22-33	

Attribute	Value
Platform	S3 Revision B

Attribute	Value
Firmware Version	2.1.0.2145
Firmware Release Code	30P
Boot Version	1.1.0.1217
Date/Time	Jun 20 2007 05:46:04

3. You can logout of the 8x8 Web Phone UI at any time by clicking **Log Off**.

The side menu options that display in the Network Status window are dependent on whether you log in as an Administrator or User. A longer list of options displays in the side menu for an Administrator.

IP Phone Features

Language

Select a language that you would like your phone to use for displaying prompts and menus.



Note: Supported languages may vary depending on configuration. Contact your Network Administrator for a list of available languages.

Time and Date

Use these options to set the local time on the phone. Depending upon the configuration, time set here may be overwritten by the time on your phone system. If you are having problems with this, contact your Network Administrator.

- **Time Server**

Talk to your Network Administrator before making changes to this option.

If the Time Server option is enabled, the display shows the IP address where the phone is getting time and date information from on the Network. Whenever the phone starts up, it will automatically attempt to find the Time Server. If the Time Server is not found and unknown to the phone, the IP address will display as 0.0.0.0, and the time and date in the main screen displays the equivalent of "12:00 am Jan. 1st 2000". If the Time Server option is disabled, the display shows "Network Time Disabled". You can set the time and date manually on your phone.

- **Set Time**

This option shows the Network time, if the Time Server option is enabled. It also allows you to set the time manually.



Note: If you set the time manually, the phone will not try to synchronize the time with a time server until the next time it is restarted.

- **Time Format**

Select a time format for how time displays on your phone (12h or 24h clock).

- **Set Date**

This option shows the Network date, if the Time server option is enabled. It also allows you to enter the date manually.



Note: If you set the date manually, the phone will not synchronize the date with a time server until the next time it is restarted.

- **Date Format**

Choose from a list of formats for how the date displays on your phone.

- **Time Zone**

Choose your current time zone. Select your country by scrolling through a list, or by entering the country code (i.e., CA, US), then pick from the time zone list for that country.

- **Daylight Saving**

This option allows you to specify daylight saving.

Ring Tone/Tone Set

Use these options to set the preference of ring tone and call progress tones for your phone.

- **Ring Tone**

Press the **Change** softkey to select one of the five ring tones or silent. Use the volume bar to increase or decrease the ringer volume level.

- **Tone Set**

Press the **Change** softkey to select one of the seven predefined tone sets for the phone to play country specific call progress tones such as dial tone, ringing tone, busy tone, congestion tone, call waiting tone, and ringing cadence.

Clear Message Waiting

To clear the Message Waiting Light, select the **Clear** softkey. The light will flash again when there are new messages waiting.


Contrast Level

Use these options to set the preference of contrast level for your phone.

- **Contrast Level**

Use the **Change** softkey to cycle through eight contrast settings, which brighten or darken the display.





Live Dialpad*

This option turns the Live Dialpad mode ON or OFF. With live dialpad ON, the 675xi Series IP phone automatically dials out and turns ON Handsfree mode as soon as a dialpad key or softkey is pressed. With live dialpad OFF, if you dial a number while the phone is on-hook, lifting the receiver or pressing the  initiates a call to that number. Press the **Change** softkey to turn ON or OFF the dialpad mode.

*Availability of feature dependent on your phone system or service provider.

Set Audio





The 675xi Series allows you to use a handset, a headset, or handsfree to handle incoming and outgoing calls. The audio mode option provides different combinations of these three methods to provide maximum flexibility in handling calls. There are four audio mode options to choose from:

Audio Mode Option	Description
Speaker	This is the default setting. Calls can be made or received using the handset or handsfree speakerphone. In handset audio mode, pressing the  button on the phone switches to handsfree speakerphone. In Speaker audio mode, lift the handset to switch to the handset.
Headset	Choose this setting if you want to make or receive all calls using a handset or headset. Calls can be switched from the handset to headset by pressing the  button on the phone. To switch from the headset to the handset, lift the handset.
Speaker/Headset	Incoming calls are sent to the handsfree speakerphone first when the  button is pressed. By pressing the button again, you can switch back and forth between the handsfree speakerphone and the headset. At anytime, lifting the handset switches back to the handset from either the handsfree speakerphone or the headset.
Headset/Speaker	Incoming calls are sent to the headset first when the  button is pressed. By pressing the button again, you can switch back and forth between the headset and the handsfree speakerphone. At anytime, lifting the handset switches back to the handset from either the headset or the handsfree speakerphone.

Headset Mic Volume

To adjust the headset microphone volume, press **Advanced** after selecting the audio option, and then select the **Low**, **Medium**, or **High** volume level.

Call Forward

Use this option to call forward your phone. Use the  and  buttons to move between the fields to set the call forward **Number**, **Mode**, and **No. Rings**. The selectable call forward mode includes: All, Busy, NoAns (No Answer), BusyNoAns (Busy No Answer), or Off; this is selected via the  and  buttons.

Phone Status

This option allows you to:


- View your network status including your phone's IP and MAC address
- View your firmware version
- Restart your phone

There is also a system administrator level-only option to reset the phone to factory default settings. See your system administrator for details.

User Password



Use this option to change your user password. Valid values for entering a password are 0 to 4294967295 (integers only; symbols and alpha characters are not allowed). Default password is an empty string "" (field is blank).

Phone Lock

Use this option to lock the phone from unauthorized users. When the phone is locked, users are unable to dial from the phone unless it has been unlocked. To unlock the phone, press the  button and enter either the user or administrator password.









Note: While the phone is locked, only emergency number dialing is permitted. The default permissible emergency number is 911, this is configurable via the 8x8 Web Phone UI or configuration file.


Hint: To quickly lock your phone, press the  button followed by the  key.

Adjusting the Volume


Pressing the volume button  adjusts the receiver, headset, speaker, and ringer volumes.

- To adjust the ringer volume, leave the handset in the cradle and press the volume button  while there is no active call. There are 10 settings for the ringer including Off – the display will temporarily indicate the current ringer volume setting.
- To adjust the handset volume, lift the handset and press the volume button  while the handset is off hook. The handset will remain at this volume until it is adjusted again.
- To adjust the headset volume, press the volume button  while the headset is activated (activate the headset by pressing ; ensure headset audio mode is set). The headset will remain at this volume until it is adjusted again.
- To adjust the speaker volume, press the volume button  while the speaker is activated (activate the speaker by pressing ; ensure handsfree speakerphone audio mode is set). The speaker will remain at this volume until it is adjusted again.

Status Lights (LEDs)

The speaker LED, beside the  key, and the Message Waiting Indicator (MWI) LED, on the top right of your phone, provide visual indications of your phone's status.

Speaker LED

Speaker LED Status	Description
ON solid	Indicates a call is on Handsfree (speakerphone).
Slow Flash	Indicates you are using the headset.
Rapid Flash	Indicates the call is muted. Press  to take the call off mute.

Message Waiting Indicator (MWI)

MWI LED Status	Description
Slow Flash	Indicates you have a message(s).
Rapid Flash	Indicates you have an incoming call.
Even Flash	Indicates one or more calls are on hold.

Call Timer

- When you make or answer a call, the Timer shows the elapsed time of the call.

6755i & 6757i CT Softkeys

The 6755i and 6757i CT have 12 multi-functional softkeys:

- 6 Top Keys: programmable static softkeys (up to 10 programmable functions)
- 6 Bottom Keys: programmable state-based softkeys (up to 20 programmable functions)

These keys are located at the center of the phone on either side of the display panel. These softkeys make call handling and call managing easier.

You can set these programmable softkeys to perform specific functions and access enhanced services provided by third parties (using XML). Other services include accessing Directory and Call Logs. You must use the Packet8 Web Phone UI to configure the programmable softkeys.

These keys can also be set up to quickly access features such as Do Not Disturb (DND) or Voicemail.

For more information about programmable keys on the 6757i IP phone, see the *8x8 6755i IP Phone and 6757i CT IP Phone User Guides*, or contact your System Administrator.

Programmable Keys

There are hard keys on the 675xi Series phone located at the top, left of the front panel display. Keys 1 and 2 (SAVE and DELTE keys) are hardcoded and cannot be changed. Keys 3-6 or 3-12 (depending on the model) are programmable keys.

The following are the default functions for the programmable keys on the 675xi Series IP phone.

Feature	Model			User Interface	
	6753i	6755i	6757i CT	Phone	Web
Ring Tone & Tone Set (Refer to "Ring Tone/Tone Set" on page 31.)	✓	✓	✓	✓	✓
Contrast Level	✓	✓	✓	✓	
Enabling/Disabling Live Dialpad	✓	✓	✓	✓	
Audio Mode & Headset Mic Volume	✓	✓	✓	✓	
Time & Date Format (Admin Only)	✓	✓	✓		✓
Time & Date Configuration	✓	✓	✓	✓	✓
Language	✓	✓	✓	✓	✓
User Password	✓	✓	✓	✓	✓
Resetting User Password	✓	✓	✓		✓
Restart Phone for Updates	✓	✓	✓	✓	✓
Phone Lock/Unlock	✓	✓	✓	✓	✓
Line Key (Refer to "Line/Call Appearance Keys" on page 37.)	✓	✓	✓		✓
Speed dial Key	✓	✓	✓	✓	✓
Do Not Disturb (DND) Key	✓	✓	✓		✓
Busy Lamp Field (BLF) Key (Asterisk ONLY)	✓	✓	✓		✓
BLF List Key (Admin Enabled)	✓	✓	✓		✓
Flash Key	✓	✓	✓		✓
XML Key (Admin Enabled)	✓	✓	✓	✓	✓
Sprecode Key	✓	✓	✓		✓
Park/Pickup Key		✓	✓		✓
Last Call Return (LCR) Key	✓	✓	✓		✓
Directory Key (Key 3 Default)	✓	✓	✓		✓
Callers List Key (Key 4 Default)	✓	✓	✓		✓

Feature	Model			User Interface	
	6753i	6755i	6757i CT	Phone	Web
Transfer Key (Key 5 Default)	✓	✓	✓		✓
Conference Key (Key 6 Default)	✓	✓	✓		✓
Intercom Key	✓	✓	✓	✓	✓
None Key	✓	✓	✓		✓
Phone Lock Key	✓	✓	✓	✓	✓
Deleting a Key	✓	✓	✓		✓
Voicemail	✓	✓	✓		✓

These keys can also be set up to quickly access features such as Do Not Disturb (DND) and Voicemail.

You must use the 8x8 Web Phone UI to configure the programmable keys. For more information about programming keys with other functions on the 675xi series IP phone, see 8x8 675xi User Guides corresponding to your 8x8 IP Phone model (6753i, 6755i, or 6757i CT).

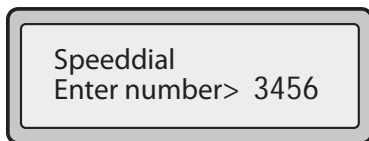
Creating a Speedial Key

Pressing and holding down a programmable key on the phone initiates a speedial feature.

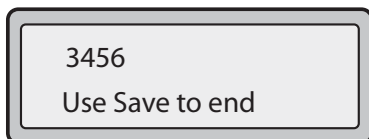





Note: When creating a speedial key from the IP Phone UI, you must select a programmable key that has no preassigned function (key must be set to **none** or **empty**).

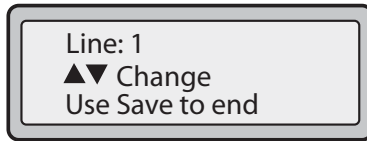
1. Press a programmable key on the keypad for 3 seconds. A screen displays with the prompt, "Enter number>".
2. Enter a phone number or extension to assign to that speedial key. The following example illustrates the screen display:




After entering the number, "Use **Save to end**" displays on the screen.



3. Press  (Key 1) to save the number as a speeddial key. By default, the phone automatically assigns the speeddial key to Line 1, if available. You can use the  and  to change the speeddial information to a different line if required.



4. Press  (Key 1) to save the speeddial key to the line specified.

Line/Call Appearance Keys

The 675xi Series has between 3 and 6 (depending on the model) hard/line call appearance keys each with a corresponding status light. Additional line call appearances may also be set up on your phone as programmable keys.

These line call appearance buttons and lights represent physical lines or calls for your extension. By pressing a line call appearance button, you connect to the line or a call it represents. The line call appearance light indicates the status of that line or call.

When the phone is taken off-hook, the phone will automatically select a line for you.

Line Call Appearance LED Status	Description
OFF	Indicates idle line or no call activity
Rapid Flash	Indicates ringing on the line.
Slow Flash	Indicates a call is on hold.

You can configure Line/Call Appearance by logging into your 8x8 account at www.8x8.com.



Using a Headset with your Telephone

The 675xi Series accepts headsets through the modular jack on the back of the phone. Contact your telephone equipment retailer or distributor to purchase a compatible headset. A non-amplified headset is required. Customers should read and observe all safety recommendations contained in headset operating guides when using any headset.




Note: For best headset performance, 8x8 recommends non-amplified headset equipped with modular connector.

Making and Receiving Calls using a Headset

1. Ensure that you have selected a headset audio mode by accessing the Options menu. See the section "[Customizing your phone](#)" on [page 27](#) for detailed information.
2. Plug the headset into the jack located on the underside of the phone marked  .
3. Press the  key to obtain dial tone or answer an incoming call. Depending on the audio mode selected from the Options menu, dial tone or an incoming call will be received on either the headset or the handsfree speakerphone.
4. Press the **N** key to end the call.

Using the Telephone



To Call an Outside Number

Pick up the phone or press . Dial 9 and then the number (7-digit if in same area code, or 9+1+area code+number).




To Call Another Extension

Pick up the phone or press . Dial the extension number.

Making a Call

1. Pick up the Handset, press the  button, or press the  button (when a headset is used), and listen for a dial tone.
2. Using the keypad, dial the desired telephone number. The number you are dialing will appear on the display as you dial. When making a call or talking on the phone, the "In Use" light will light up indicating the phone is in use. This light will also be lit whenever another phone on the same phone line is in use.

Receiving a Call

1. When you hear the phone ring, simply pick up the handset from the handset cradle. You may also press the [Speaker] button to answer the call to enable the speakerphone. Press the  button to answer using headset, or [Answer] softkey.
2. When you are finished talking, replace the handset in the handset cradle to end the call. If you have been talking using the speakerphone, press the  button to hang up. You may press the  button to hang up at any time.

Limited Warranty

This warranty applies only to products purchased and used in the United States.

What Is Covered?

Any defect in materials or workmanship for one year. (See 8x8 Virtual Office terms and conditions.)

Support

Web/FAQs: www.8x8.com/support/faqs

Email: virtualoffice@8x8.com

Phone: 888-898-8733 and press option [1] for Virtual Office, then option [2] for support.

Outside the U.S.: 408-687-4120

Notes



8x8, Inc.

Warning!

Toll fraud is committed when individuals unlawfully gain access to a customer's telecommunication system. This is a criminal offense. Currently, we do not know of any telecommunications system that is immune to this type of criminal activity. 8x8, Inc. will not accept liability for any damages, including long distance charges, which result from unauthorized and/or unlawful use. Although 8x8, Inc. has designed security features into its products and services, it is your sole responsibility to use the security features and to establish security practices within your organization, including training, security awareness, and call auditing to eliminate security risks.

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If you've read this owner's manual and consulted the online Troubleshooting section at www.8x8.com and still have problems, please call 1-888-898-8733 for technical assistance.