

# Linksys SPA 2102 ATA Installation Guide

## For analog phone or fax extensions

Please have your phone system administrator follow these steps:

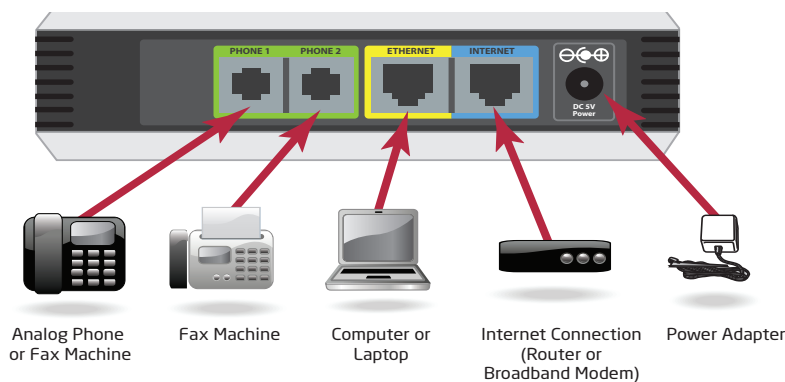
### Activating Your Linksys ATA

You will need your activation code to activate your Linksys ATA. The activation code was sent via email. You can also retrieve it in the 8x8 Account Manager by following these instructions:

1. Go to [www.8x8.com](http://www.8x8.com), click **Sign-In** and select **Account Manager**; enter your administrator username and password.
2. Click **Phone System** from the top navigation bar, select **Extensions**, then click **Activate Device** next to the extension you wish to activate.
3. A pop-up screen displays the activation code for the extension.
4. To activate your device, connect an analog phone (or fax machine with phone) to the **Phone 1** port on the Linksys ATA. Lift the handset and follow the voice instructions to enter the activation code. You will hear a message confirming your ATA is activated.

### Installing your Linksys SPA 2102 ATA

Connect your device using the ports on the back panel. You will need either an analog phone or a fax machine with an analog phone to activate your device using the **Phone 1** port.



- Use the PHONE 1 and PHONE 2 ports to connect an analog phone (or fax machine) with an RJ-11 telephone cable.
- The **ETHERNET** port connects to an individual network device, such as a PC or a laptop.
- The **INTERNET** port connects to your router or if you have no router, direct to your cable or DSL Broadband Modem.

**Note:** If you connect directly to a broadband modem, you must first configure your Linksys ATA to act as a router. Please see the [Using your Linksys ATA as a Router](#) section.

- The **Power** port is where you connect your AC power adapter.



**For further assistance on activating your Linksys SPA 2102 ATA, contact 8x8 Customer Support on 1.888.898.8733**

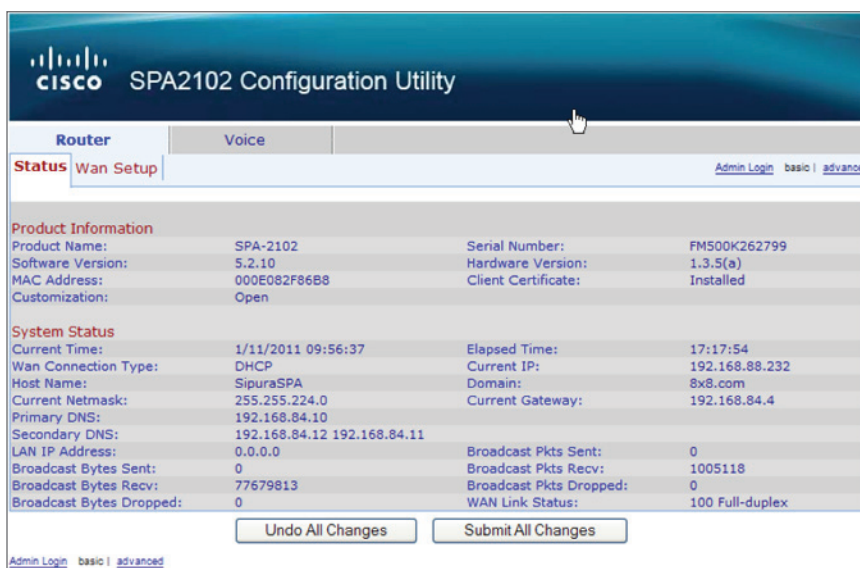
### Using your Linksys ATA as a Router

**These instructions are only for use when you have no separate router, wireless router, or combination broadband modem/router already in your network.**

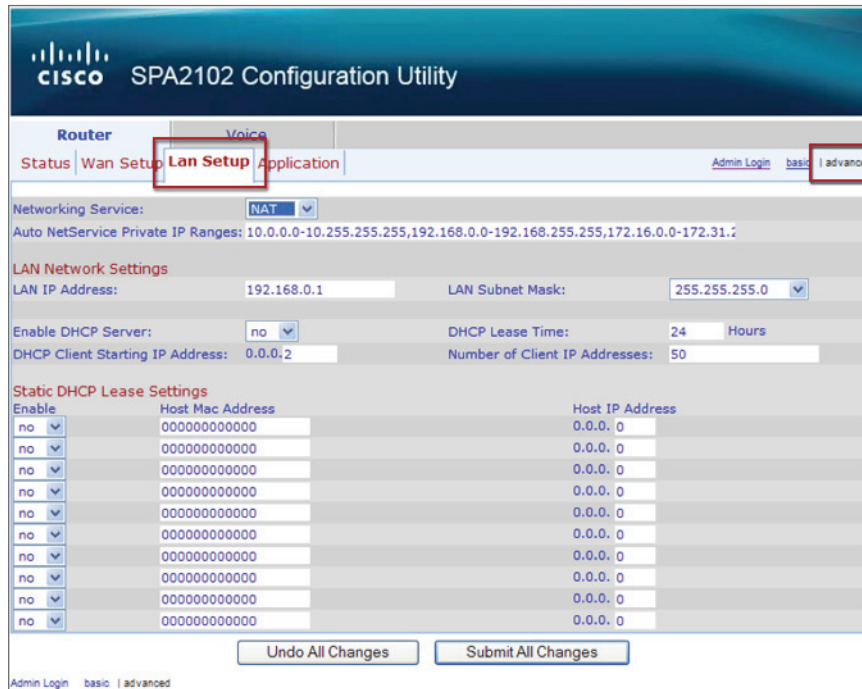
If you do not have a router, you can connect your Broadband modem directly into your Linksys ATA and then configure it to act as a router. Please follow the instructions below to configure it:

#### Configure Linksys ATA

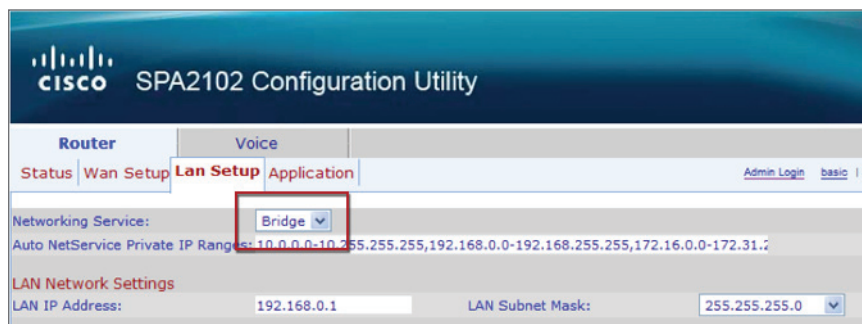
1. Determine the IP address of your Linksys.
  - a. Plug in an analog phone to the **Phone 1** or **Phone 2** port.
  - b. Dial **\*\*\*\*** and you will hear the Linksys Configuration Menu.
  - c. Dial **110#** to obtain the IP address of your Linksys ATA.
2. Access the Linksys ATA web Interface to your Linksys ATA.
  - a. Open a browser window on your PC or laptop.
  - b. Enter the IP address into your browser.
  - c. This should open up the configuration window. If you can't access the configuration window:
    - Recheck your IP address
    - If you have difficulty, plug your PC or laptop directly into the Ethernet port of the ATA and type in the IP address.
    - If you still have difficulty, go back to the IVR and dial **\*\*\*\*** from the phone connected to your ATA, then dial **7932#** and then dial **1** to turn on the web interface.



3. Select the **Advanced** link, and in the advanced screen, select the **LAN Setup** tab. Select **NAT** from the Networking Service pull down menu to enter the ROUTER mode.



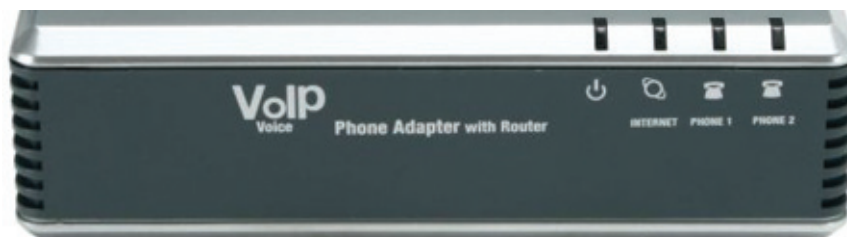
4. Your ATA Internet port can be connected directly to a broadband modem and the Linksys SPA 2102 can be used as an ATA for your phone, and as a router for your PC or laptop when plugged directly into the Ethernet port of the ATA.
  - a. To return to the original settings, so your ATA device can be used with a router (rather than connected directly to a broadband modem), select **Bridge** from the Networking Service pull down menu.



If you need detailed instructions on connecting your Linksys ATA as a router to your Internet Service Provider, please refer to the Linksys SPA2102 Router Configuration Guide at: <http://www.8x8.com/Support/BusinessSupport/Documentation.aspx>

## Reference Section: Indicator Lights

The status of your adapter can be determined by looking at the indicator lights on the front panel.



- Power** Green. The **Power** LED lights up when the phone adapter is powered on and connected to the Internet. It flashes when the Phone Adapter is not connected to the Internet. The LED also flashes when the phone adapter is booting up or upgrading its firmware.
- INTERNET** Green. The **INTERNET** LED lights up when there is an active connection through the port. If the LED is flashing, then there is traffic moving through that port.
- PHONE 1 or PHONE 2** Green. The **PHONE** LED (PHONE 1 or PHONE 2) is solidly lit when a telephone or fax has an active or registered connection to your Internet Service Provider (ISP) through the corresponding port. It flashes when the phone is being used or is off hook.

## Making a Call for the First Time

### To dial outside, dial the number:

- Long Distance (1-555-555-5555)
- Local Calls (555-5555 or 1-555-555-5555)

### To dial internally, dial the extension number:

- 1001 (Extension)
- 555 (Voicemail)
- 444 (Auto Attendant)