



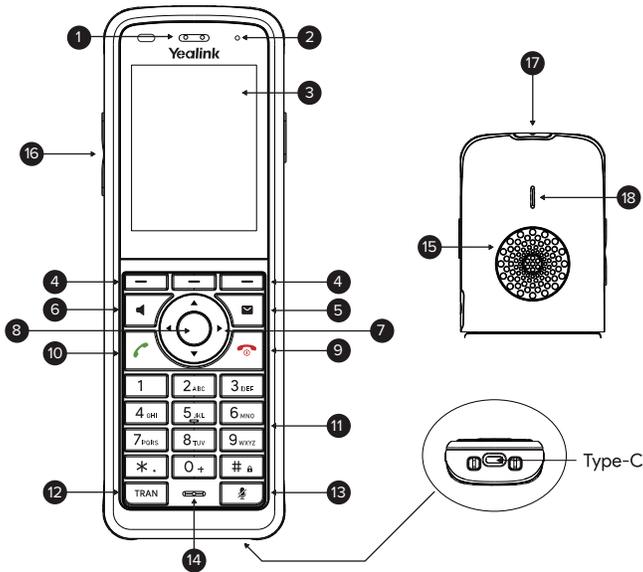
Yealink AX86R

User Guide

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Get to Know Your Yealink Cordless Phone



No.	Item	Description
1	Receiver	Receives audio in receiver mode.
2	Power LED Indicator	Indicates call status, message status, and charging status.
3	Phone Screen	Shows information.
4	Soft Keys	Access the function directly. It depends on the operating situation.
5	Message Key	Accesses the voice mail or missed call.
6	Speakerphone Key	<ul style="list-style-type: none"> Switches among the receiver, headset, and handsfree modes. Answers an incoming call. Places a call in handsfree mode.
7	Navigation Keys	Scroll through information or options on the screen.
8	OK Key	Confirms actions or enters the main menu.
9	On-hook Key/Power Key	<ul style="list-style-type: none"> Press briefly to return to the previous screen. Long press to return to the idle screen. Press to turn the handset on. Long press on the idle screen to turn the handset off. Cancels actions or ends a call. Rejects an incoming call.
10	Off-hook Key	<ul style="list-style-type: none"> Answers an incoming call. Enters the redial calls list. Places a call in receiver or headset mode.
11	Keypad	Provides digits, letters, and special characters.
12	TRAN Key	Transfers a call to another party.
13	Mute Key	Toggles mute feature on or off.
14	Microphone	Picks up audio.
15	Speaker	Outputs audio in handsfree mode.
16	Volume Key +/-	Adjusts volume.
17	Emergency Alarm Button	Long press 2 seconds to set off the emergency alarm.
18	Noise Canceling Microphone	Reduces unwanted background sounds.

Calling Options

Dial Phone Numbers or Extensions

Enter the desired number when the handset is idle.

- **Local and Long distance** – dial the 10-digit phone number (area code + local number)
- **International** – dial 011 + country code + city code + number
- **Internal extension** – dial the extension

Answer Calls

- To answer a call, press 
- Other options are to press **Speakerphone** button , or press 
- To answer a new call while on an active call, press  (the current call will be held)

Hold Calls

- Place a call on hold by pressing **Hold**. The held party will hear music/message while holding
- To resume a held call, press the **Resume** soft key

Transfer Calls

Blind Transfer to an Extension or Other Number

- During an active call, press **TRAN** (near bottom left of keypad) and dial the extension/number. Then press **B Transfer** to immediately transfer the call.

Attended Transfer to an Extension or Other Number

- During an active call, press **TRAN** (near bottom left of keypad) and dial the extension/number. Press the  and speak to the other party. Press **TRAN** again to complete the transfer.

NOTE:

- **TRAN** is located near bottom left of keypad.

Transfer Call Directly to Voicemail

- During an active call, press **TRAN** and then dial *55 followed by extension/number. Then press **B Transfer**.

Conference Calling

To Conduct a Conference Call

1. Call the first party. After party answers, press **Options**, then press **Conf**.
2. Dial the extension or phone for the second party. When party answers, press **Options**, then **Conf** again; all three parties are joined together in conference

Muting a Call

- To mute an active call, press . The call is muted and the  icon is displayed on the LCD screen.
- To un-mute a call, press  again. The  disappears from the LCD screen

Do Not Disturb

DND redirects all incoming calls to voicemail.

- To Enable DND, press **OK** > **Features** > **Call Control** > **Do Not Disturb**. Toggle to **On** and then press **Save**. A DND icon will be displayed on the screen.
- To Disable DND, press **OK** > **Features** > **Call Control** > **Do Not Disturb**. Toggle to **Off** and then press **Save**. The DND icon will be removed from the screen.

Changing Volume

- To change call volume, press **◀** or **▶** during a call.
- To change the ringer volume, press **◀** or **▶** when the phone is idle or ringing

Directory

- To access the directory, press the **Directory softkey**, then select **All Contacts** and press **center navigation wheel**. Navigate **down/up** to the desired contact. Press the contact and then press the **Call softkey** to call the contact.

Group Call Park

- While on an active call, press **Options** then **GPark**. Listen to the message which identifies the extension the call is parked on.

Unpark

- To unpark a call, dial ***88** followed by the park extension and then press the **Call** button or **#**

Voicemail

Quick Dial Guide

Easy Dialing Options		
	On	Off
Call forward		
All calls	* 72	* 73
All calls to voicemail	* 21	# 21
When no answer to voicemail	* 41	# 41
Not reachable <i>(For business continuity plan. Requires set-up)</i>	* 94	* 95
Check not reachable status	* 63 *	
Call return (last inbound number)	* 69	
Call waiting	* 73	# 41
Cancel call waiting for a single call		* 70
Access voicemail	* 86	
Music on hold deactivation <i>(Per-call deactivation)</i>	* 60	<i>(Music returns next call)</i>
Clear message waiting indicator	* 99	
Change number of rings before voicemail picks up	* 610	

Accessing Voicemail

1. Press the **Voicemail** button.
2. Follow prompts to play messages, record greetings, etc.

Voice Messaging Main Menu

1	Listen to Messages
2	Busy Greeting Menu
3	No Answer Greeting Menu
4	Extended Away Greeting Menu
5	Compose Message Menu
7	Delete All Messages
8	Message Deposit Settings Menu
*	Voice Portal Main Menu
#	Repeat Menu

“Play Message” options

While listening to message		Between messages	
1	Skip Back	#	Save
2	Pause/Resume	7	Delete
3	Skip Forward	2	Repeat
4	Jump to Beginning	5	Envelope Info
6	Jump to End	6	Play Next Message
Any time		8	Callback Caller
*	Return to Previous Menu	9	Additional Options
			1 Reply to Message
			2 Forward Message
			* Return to Previous Menu
			# Repeat