

HOW TO PROGRAM BUTTONS FROM AN IP PHONE

To change the custom buttons on your BB24 device via the telephone interface, follow the procedure below:

Step 1 Press the Options button on your IP phone and enter your password, followed by the # key or OK soft key.

Step 2 Scroll through the list to option 4. Program Buttons, or press 4 on the keypad.

Step 3 Press the Edit soft key.

Step 4 Press the custom button that you would like to modify.

Step 5 Scroll through the list of functions until you find the function that you would like to apply to this button.

Step 6 When you have highlighted the appropriate function, press the Next soft key.

Step 7 Enter an extension, external number, or leave it blank. Then, press the Next soft key.

Step 8 Press the soft key to shift the key pad between numeric and alphabet mode.

Step 9 Use the key pad to enter a short descriptive label that will remind you of the new function of the custom button. The label can be up to six characters long for a BB24 button box.

Step 10 Press the Done soft key.

Step 11 Press the Done soft key again to store your changes.