# 5235

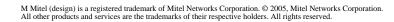
#### MITEL

## 5235 IP Phone



#### The Mitel 5235 IP Phone consists of

1 Stylus	S Volume and Contrast Controls
2 Ring Indicator	<b>6</b> Fixed-Function Keys
<b>3</b> Speaker	Keypad
4 Touch Screen	<sup>8</sup> Handset
	it's about YOU



### **Quick Reference Guide**

#### Using the 5235 IP Phone Quick Reference Guide

This guide provides an overview of the phone key and touch screen features available on the 5235 IP Phone. For information on how to use the 5235 IP Touch Screen Features, see Touch Screen Features on the reverse side.

To use the phone keys on your 5235 IP Phone, see Phone Key Features below. Note that many of the phone key features are also available as Touch Screen Features.

Note: You cannot use the headset when using the 5310 IP Conference Unit.

#### Phone Key Features Make a Call

8 Lift the handset, or

6 Press (1)
7 Dial the number.

#### **Receive a Call**

8 Lift the handset, or
6 Press (1) and begin speaking.

#### End a Call

6 Press (X), or
8 Replace the handset.

#### Place a Call on Hold

6 Press Area . The line key on your Touch Screen flashes.

#### Retrieve a Call from Hold

6 Press the flashing line key on your Touch Screen. The key stops flashing.

#### Leave a Message

- 8 Lift the handset, or
- 6 Press (1) and dial the number.
  6 Wait for the voice mail system to answer and record a message.

#### Retrieve a Message

- 🜀 Press 🔌 🖂
- Follow the Touch Screen prompts in Visual Voice Mail to retrieve your message.

#### Transfer a Call

- 6 Press A square icon flashes on the touch screen.
- **7** Dial the number. Wait for an answer.
- 8 Hang up, or announce the transfer and hang up.

#### **Conference** a Call

- 6 Press A square icon flashes on the screen.
- **7** Dial the number. Wait for an answer.
- 6 Press n.

#### Adjust Handset and Speaker Volume

- 8 Lift the handset, or
- 6 Press ()
- Press repeatedly to increase the volume

Press **Press** repeatedly to decrease the volume.

#### Adjust Ringer Volume

When the phone rings (2 flashes)

S Press repeatedly to increase the volume

Press repeatedly to decrease the volume.

#### Turn Mute On or Off During a Call

In Handsfree mode, press
 When key is lit, the handsfree microphone is on.

#### **Touch Screen Features**

Use the 5235 IP Phone Touch Screen to access to advanced telephone features. For information on phone key features, see Phone Key Features on the reverse side.

#### Using the Touch Screen

#### Phone

• Navigate through the touch screen shutters by pressing the touch screen buttons with the 5235 IP Phone stylus, or your finger.

#### **Open and Close a Shutter**

- Press 🗢 to open the shutter.
- Press T to close the shutter and return to the Overview menu.

#### Scroll through a Shutter Menu

• Press 🚖 to scroll up and 🐺 to scroll down through a menu or list.

#### **Overview**

The Overview shutter is your main menu for the six advanced feature shutters.

See Open and Close a Shutter for information on how to navigate through this menu.

Phone	592-2122 ext 2206 🕿
€ People	Contacts 🖭
➡ Messages	Messages 🖂
+ History	Missed Calls 🖞
<ul> <li>Settings</li> </ul>	15 Settings
Applications	2 Applications

Use the Phone shutter to access softkey features, dial numbers, and manage your incoming calls.

T Phone	592-2	122 ext.2206 🕿
REDIAL No: 9565 8:2	9876 1am 16-DEC-0	3
Redial		Forwarding
Speak@Ease	Music On	Messaging
Hold Can	icel Voicer	nail Settings
History Cont	acts 220	7 2206
Keys 1	Keys 2	∫ Keys 3

#### People

The People shutter is your personal address book.

L P	eople		Contacts
/ab :de	Benson, Bobby	9-487-5622	1
igh (	Binder, Hank	4537	<b>*</b>
ijk	Connery, John	3421	
opq	Davidson, Joan	3112	
rst	Davidson, Jos	5445	
XYZ	Henderson, Bill	1(613)543	New

#### Messages

Use the Messages shutter to access your voice mailbox. You can also use the Message hard key

🖂 Benson, Bobby	3:56	25 May	*
🖙 Binder, Hank	3:44	25 May	¥
🕞 Connery, John	3:32	25 May	
🖂 Davidson, Joan	3:21	25 May	
🖙 Davidson, Jose.	3:04	25 May	
🖂 Gusto, Franco	3:01	25 May	Logout

#### *History*

This shutter shows a complete log of all your incoming and outgoing calls.

🖞 Benson, Bobby 2X	3:56 25 May	\$
🖞 Binder, Frank	3:44 25 May	<b>¥</b>
💾 Connery, John	3:32 25 May	·
🖞 Davidson, Joan 4x	321-25 May	
🞦 Davidson, Jose	3:04 25 May	Refrest
省 Gusto, Franco	3:01 25 May	Delete A

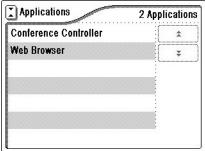
#### **Settings**

Use this shutter to customize your phone profile and communications settings.

Settings	16 Settings
User Information	
My Phone Setup	Ŧ
Personal Softkeys	:
Call Forwarding	
Call Notification	
Dialing Preferences	
On-line Help	

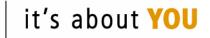
#### **Applications**

Use this shutter to launch Conference Controller and Web Browser sessions ..



**NOTE:** For detailed information on all your Touch Screen features, refer to the 5235 IP Phone User Guide available at www.mitel.com, or contact your Administrator.





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