



Manuals.plus /

- › Avaya /
- › Avaya 1408 Digital Telephone User Manual

Avaya 700469851

Avaya 1408 Digital Telephone User Manual

Model: 700469851

INTRODUCTION

This user manual provides comprehensive instructions for the setup, operation, and maintenance of your Avaya 1408 Digital Telephone. Designed for clarity and ease of use, this guide will help you maximize the functionality of your device. The Avaya 1408 is a value-priced digital deskphone from the 1400 Series, engineered to meet the communication needs of various business environments. It offers essential features for efficient call handling and communication.

PRODUCT OVERVIEW

The Avaya 1408 Digital Telephone is a corded deskphone featuring a clear display, programmable buttons, and a standard keypad. It is designed for integration with Avaya communication systems.



Figure 1: Front view of the Avaya 1408 Digital Telephone, showing the handset, display, navigation buttons, and keypad.

Key Features

- Multi-line display for call information and menu navigation.
- Programmable feature buttons for quick access to common functions.
- Integrated speakerphone for hands-free communication.
- Headset jack for connecting a compatible headset.
- Standard numeric keypad for dialing.

SETUP GUIDE

Package Contents

Before you begin, ensure all components are present:

- Avaya 1408 Digital Telephone unit
- Handset
- Handset cord
- Desk stand (if applicable)
- Ethernet cable (for connection to digital port)

Connecting the Telephone

1. **Connect the Handset:** Plug one end of the coiled handset cord into the handset and the other end into the handset jack on the left side of the telephone base.
2. **Connect to the Digital Port:** Plug one end of the Ethernet cable into the "PHONE" port on the back of the telephone and the other end into a compatible digital station port on your Avaya communication system.
3. **Power On:** The phone will power on automatically once connected to a powered digital port. The display will light up, and the phone will begin its initialization sequence.

Note: The Avaya 1408 is a digital phone and connects directly to a digital station port on an Avaya IP Office or Avaya Aura Communication Manager system. It does not require a separate power adapter if the digital port provides sufficient power.

OPERATING INSTRUCTIONS

Making Calls

- **Lift Handset:** Lift the handset and dial the number.
- **Speakerphone:** Press the **SPEAKER** button, then dial the number.
- **Headset:** If a headset is connected, press the **HEADSET** button, then dial the number.

Answering Calls

- **Lift Handset:** Lift the handset when the phone rings.
- **Speakerphone:** Press the **SPEAKER** button.
- **Headset:** Press the **HEADSET** button.

Call Management

- **Hold:** During a call, press the **HOLD** button. To retrieve the call, press the flashing line button.
- **Transfer:** During a call, press the **TRANSFER** button, dial the new number, and then press **TRANSFER** again to complete.
- **Conference:** During a call, press the **CONFERENCE** button, dial the third party, and then press **CONFERENCE** again to join all parties.
- **Mute:** Press the **MUTE** button to mute your microphone during a call. Press again to unmute.
- **Volume:** Use the **VOLUME** buttons to adjust the handset, speaker, or ringer volume.

Using Features

- **Message Waiting Indicator:** A flashing message button indicates new voicemail messages. Press the **MESSAGE** button to access your voicemail.
- **Call Log:** Press the **CALL LOG** button to view recent incoming, outgoing, and missed calls.
- **Contacts:** Press the **CONTACTS** button to access your phone's directory.
- **Redial:** Press the **REDIAL** button to call the last dialed number.

- **Menu/OK:** Use the **MENU** button to access phone settings and the **OK** button to confirm selections.

MAINTENANCE

Proper care and maintenance will ensure the longevity of your Avaya 1408 Digital Telephone.

Cleaning

- Use a soft, slightly damp cloth to clean the phone's exterior.
- Do not use abrasive cleaners, waxes, or solvents.
- Avoid spraying liquids directly onto the phone.
- Regularly wipe the handset and keypad to remove dust and grime.

Storage

If storing the phone for an extended period, disconnect all cables and store it in a cool, dry place away from direct sunlight and extreme temperatures.

TROUBLESHOOTING

Problem	Possible Cause	Solution
No dial tone/Phone not powering on	Loose or disconnected network cable; issue with digital port.	Ensure the Ethernet cable is securely connected to both the phone and the digital port. Verify the digital port is active.
Cannot hear caller/Caller cannot hear me	Volume too low; Mute function active; faulty handset/headset.	Adjust volume using the VOLUME buttons. Check if the MUTE button is active. Test with another handset or headset if available.
Display is blank or unreadable	Power issue; phone in sleep mode; display settings.	Check power connection. Press any button to wake the phone. Consult your system administrator for display settings.
Buttons are unresponsive	Temporary software glitch; physical damage.	Disconnect and reconnect the phone to power cycle it. If the issue persists, contact technical support.

If you encounter problems not listed here or if the suggested solutions do not resolve the issue, please contact your system administrator or Avaya support.

SPECIFICATIONS

- **Model:** Avaya 1408 Digital Telephone
- **Part Number:** 700469851
- **Dimensions (L x W x H):** 4.72 x 3.15 x 0.79 inches (120 x 80 x 20 mm)
- **Item Weight:** 2.99 pounds (1.36 kg)
- **Color:** Black
- **Telephone Type:** Corded Digital Phone
- **Power Source:** Corded Electric (via digital port)
- **Compatible Devices:** Avaya Aura Communication Manager 5.2.1 or later, Avaya IP Office Release 6.0 or later
- **Answering System Type:** Digital (if integrated with compatible system)
- **Recording Capacity:** 18 minutes (if integrated with compatible system voicemail)

WARRANTY AND SUPPORT

For information regarding warranty coverage, please refer to the warranty card included with your product or visit the official Avaya website. Technical support is typically provided through your Avaya system administrator or authorized Avaya service provider.

For further assistance, please contact your Avaya reseller or the Avaya support portal.

