



# commander T54W IP Phone with Built-In Bluetooth and Wi-Fi User Guide

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## T54W IP Phone with Built-In Bluetooth and Wi-Fi User Guide



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### Packaging Contents

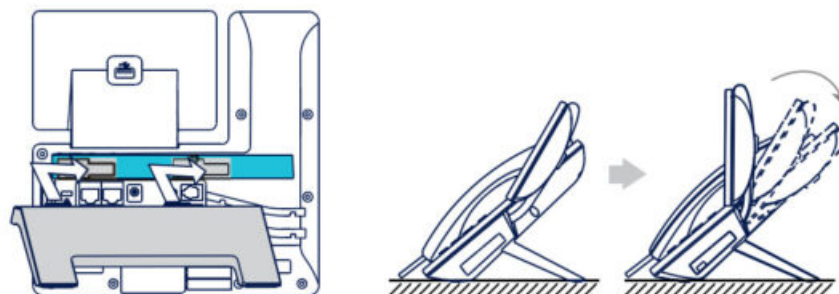
The following items are included in your package. If you find anything missing, contact your system administrator.




## Assembling the Phone

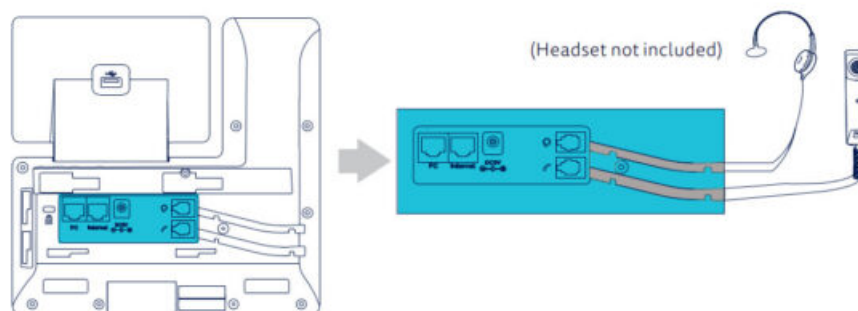
### 1. Attach the stand

Attach the stand and adjust the angle of the screen



### 2. Connect the handset to phone

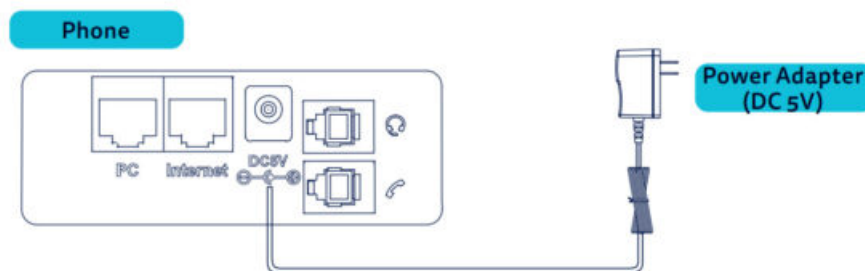
- Connect one end of the handset cord to the handset
- Connect the unattached end to the back of the phone marked with the  symbol



## Connecting the Phone

## 1. Connect to power

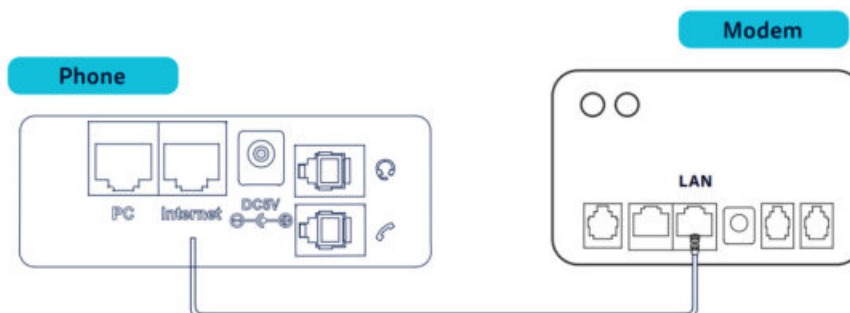
Connect the handset using the supplied power adaptor to the port marked on the back of the phone.



## 2. Connect to internet

### Hardwired

Connect the supplied Ethernet cable to the port on the back of the phone marked Internet. Plug the other end into a spare LAN port on your modem or live ethernet port at your desk.



## Wi-Fi

- Press Menu->Settings->Basic Settings->Wi-Fi
- Highlight the network you wish to connect to and select Enter
- Enter the Wi-Fi password to join the network
- If the network doesn't show automatically select Scan

**We recommend hardwired, Wi-Fi signals that may have interference and impact voice quality.**

## Startup

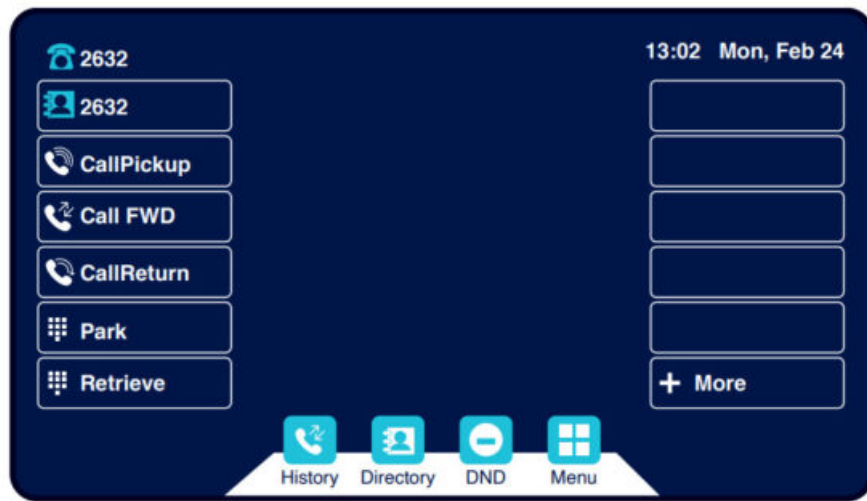
**After the IP phone is connected to the internet and powered it automatically begins setup, updates, and configuration.**

The phone may reboot multiple times so please allow up to 10 minutes for this to happen. The screen will indicate the status.



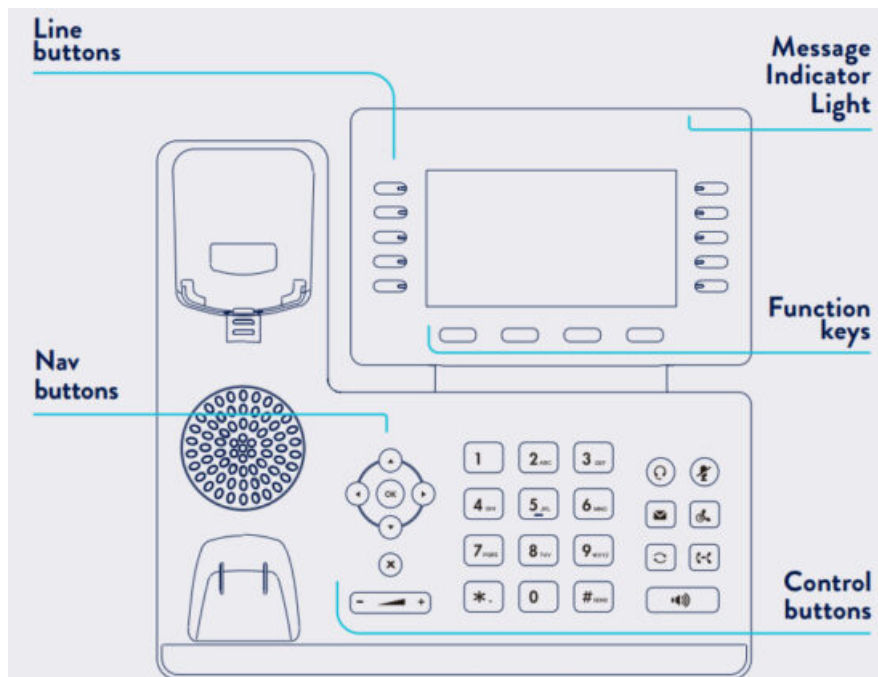
**Do not unplug the power or ethernet cable until you see the “home screen”. This could cause the phone to lock up and require a reset.**

Once Configuration is complete your phone is ready for use and will take similar to the picture below (home screen).



If you require assistance, please call the Commander Phone team on 1300 638 208, or email us at [onboarding@commanden.com](mailto:onboarding@commanden.com)  
 Level10, 452 Flinders St Melbourne VIC 3000 ABN 85136 950 08

## Quick Reference Key




### Control buttons



## PLACE A CALL

- Enter the phone number, then press the Send key

- Pick up the handset OR press the Speakerphone key 



## ANSWER A CALL

- Pick up the handset OR press the speaker button 


## END A CALL

- Hang up the handset OR press the End Call key OR Press the speaker button 

## PLACE A CALL ON HOLD

- Press the Hold key  during an active call. To resume a call, press hold  again

## MESSAGES / VOICEMAIL

- If a message has been left, the top right-hand corner (Message Indicator Light) will flash red
- Pressing the **Messages** button  will take you to the messages menu
- You will be asked to enter your pin which has been previously sent to you via email in the email titled **Commander Phone –Administrator details** or from your site administrator

## MULTIPLE CALL HOLD

If there is more than one call on hold


- Press  or  to switch between calls, then press  the Resume key to retrieve the desired call

## TRANSFER A CALL

Calls can be transferred in two different ways.


### Blind Transfer

The call is transferred directly without the need to announce the caller

- Press the **Transfer** key  during an active call. The call is placed on hold
- Enter the number you want to transfer to
- Press Transfer key

### Assisted Transfer

Allows you to announce the caller prior to releasing the call

- Press the **Transfer** key  during an active call. The call is placed on hold
- Enter the number you want to transfer to

- When the second party answers announce the call, then press the Transfer key







## FORWARD CALLS

To enable Call Forwarding

- Press the Menu key when the phone is idle, and then select Call **Control > Call Forwarding Select the desired forward type:**
- Always Forward, Busy Forward or No Answer Found
- Enter the number you want to forward to
- For No Answer Forward select the ring time to wait before forwarding from the **After Ring Time** field.
- Press the Save key to accept the change

## CALL HISTORY

While the phone is idle

- Press the History key to view missed, received, and placed calls
- Press  or  to switch between all, placed, missed, and received call lists, select Enter
- Press  or  to scroll through the list
- Select an entry from the list
- Press the Dial key to place a call
- Select the Option key, then Detail from the prompt list view information about the entry
- OR
- Select Add to Personal to add to your Local Directory

## CONTACT DIRECTORY

To access the directory and add a Contact

- Press the Directory key
- Select the required directory, then press Enter
- Press the Option key then Add
- Enter contact name and number
- Press the Save key to accept the change

The first time you access Contact Directory or Call History you may be prompted to enter your Command Central password. This password is available from your site administrator, or via the email sent to you titled Commander Phone Administrator details.

## CREATE A CONFERENCE CALL

To create a Conference call

- Press the Conference key during an active call
- Enter the extension or external number of the second party, then press the Send key
- Press the Conference key again when the second party answers. All parties are now joined in the conference

## CHECK WI-FI SIGNAL

If you are experiencing voice quality issues, we recommend checking your Wi-Fi signal.



- Select Menu ->Setting -> Basic Setting ->Wi-Fi -> Wi-Fi status
- Look at the signal strength, if low (<2) please consider relocating the handset.

Please note, that the environment and location of the Wi-Fi modem/mesh device can cause poor call quality and affect call reliability.



Level 10, 452 Flinders St Melbourne VIC 3000 | ABN 85 136 950 08

## Documents / Resources

	<p><a href="#">commander T54W IP Phone with Built-In Bluetooth and Wi-Fi</a> [pdf] User Guide T54W, IP Phone with Built-In Bluetooth and Wi-Fi</p>
	<p><a href="#">commander T54W IP Phone with Built-In Bluetooth and Wi-Fi</a> [pdf] User Guide T54W, IP Phone with Built-In Bluetooth and Wi-Fi</p>

[Manuals+](#)