**Alcatel-Lucent 8068/8038 Premium DeskPhone**
*www.iconcloud.com*

**Quick Guide**

- Bluetooth® wireless handset (8068 Bluetooth® Premium Deskphone).
- Wired handset.

**LED**

- Flashing blue: incoming call.
- Flashing orange: alarm.

3.5 mm headset jack

An adjustable and stable foot

Alphabetic keyboard

Navigation

Features keys

Loudspeaker

## Features keys

| | |
|---|---|
| During a call, press this key to stop your contact from hearing you. | |
| Turn down the volume of the handset, loudspeaker or ringtone for incoming calls. | |
| Turn up the volume of the handset, loudspeaker or ringtone for incoming calls. | |
| Pressing this key answers an incoming call in handsfree mode (the key is blue). When a call is in progress, pressing this key switches from handsfree mode to headset or handset mode. | |
| Line keys Can be used to answer to an incoming call or switch from one call to another. | |
| Redial last number. | |
| Gives general information on the use of the navigation keys and some specific keys. | |
| Displays information about the phone, the routing profile and the number of missed calls and new messages. This key blinks when you have received a new voice message or if you missed a call. | |

## Bluetooth® wireless handset (8068 Bluetooth® Premium Deskphone)

| | |
|---|---|
| Off-hook/On-hook: press this key to take or terminate a call. | |
| Volume/Mute: • Short successive presses to change the handset volume level (3 levels). • Long press to activate or deactivate mute mode. | |

## Homepage screen

The homepage screen includes a title bar with information such as date and time and a main screen dedicated to the call log. The keys located on the left or right side of the screen are used to display the contact call log details and call back the contact respectively.
The labels and icons come from the 8068 Premium Deskphone. 8038 Premium DeskPhone has grayed similar icons.

## Navigation

**OK key:**
Use to validate your choices and options while programming or configuring. In idle state Used to access features for managing the call log such as delete a log, delete all logs, display missed calls only and acknowledge missed calls.
**Left-right navigator:**
Use to move from one page to another and display information about current calls (call in progress, calls on hold, incoming call).
**Right navigator:**
Used to access features for configuring the phone or managing calls.

🏠 〉 ↪ *Routing* 〉 ▣ *Voicemail* 〉 ⚙ *Settings* 〉 👤 *Contacts*

**Up-down navigator:**
When information extends over more than one page, use the down navigation key to display the next page. Use the up navigation key to display the previous page.

| | |
|---|---|
| C | Use this key to go back to the previous step. Use this key to go back to the homepage (long press). |

## Call icons

Icons giving information about some specific configurations of the phone or about call status are displayed in the top bar of the screen.

| | | | |
|---|---|---|---|
| | Incoming call icon: This icon blinks when there is another incoming call. | | Conference. |
| | Call in progress icon. | | The caller ended the conversation. |
| | Call holding icon: This icon blinks when there is another ongoing call. | | Search for a contact in the Company's directory. |

## Alphabetic keypad

| | |
|---|---|
| Cursor moving keys (left, right, up and down). Allows you to navigate edit boxes. Press the Alt key to access the left and up directions. | |
| Caps lock: to write text in capital letters. | |
| Alt key: to access specific and punctuation characters. | |
| Enter key: to validate edited text. | |
| Backspace key: to delete one character in an edit box. | |

## Add-on module

Phone capabilities can be extended with Add-ons: Premium Smart Add-on, Premium Add-on 40.

## Local directory and favorites
- Use the right navigation key to open your local directory( ).
- Press ok key to open menu.
-  Create a new contact.  Display all contacts in your local directory.  Delete the selected contact.  Delete all contacts in the local directory.

## Calling by number
Use one of the following:
- Lift the receiver and press the on-hook/off-hook key (on the Bluetooth handset), the handsfree key or a line key (  /  /  ). Dial the number.
- Dial the number directly and press:  /  OR  .

## Calling by name
- Enter the first letters of the surname and/or firstname (or full name), or the initials of the surname and/or firstname.
-  Press the search key or the OK key to start the search by name.
-  Start the call.

## Call from call log
When on the Homepage
- Using the up and down navigator (if necessary), find the contact to call.
- Press the callback key of the call log (grey for answered calls, red for unanswered calls)  /  .

## Make a call using the local directory
- Use the right navigation key to open your local directory( ).
-   To quickly find a favorite contact when required.
-  Call the contact by pressing the call icon key.

## Answer a call
- Lift the receiver or use an answer keys  /  /  /  .

## Reject or deflect an incoming call
-  OR  Reject the call. The incoming call is ended.
-  Deflect the call to another contact:
-  Deflect the call to your voicemail.
-  Deflect the call to the personal assistant.

## Redialing
-  Redialing the last number dialed (redial).

## Placing a call on hold
-  The call is placed on hold ( ).
-  Recover the call on hold. You can resume the conversation ( ).

## Sending DTMF signals
- Sending DTMF is subject to configuration. Contact your administrator to check that the feature is enabled.
- Enter DTMF code.

## Mute, so that your caller cannot hear you
-  Disable microphone  The mute key blinks.

## Making a second call during a conversation
-  Press the key associated with the icon: *New call*.
- Call your contact using the dial by name or the dial a number feature.
-  Press the call icon key.
 The first call is on hold.

## To cancel your second call and recover the first:
-  Hang up.
-  Press the key associated with the icon: *Retrieve*.
 You are on the line with your first contact.

## Answering a second call during a conversation
-  Press the 'take the call' key.
 The first call is on hold.
- As long as the call is presented, you can also choose to deflect the call.

## Switching between calls (Broker call)
Use one of the following:
-  Press the blinking line key.
 You can talk to the second caller and the first one is on hold.
- Using the left-right navigation keys, select the blinking 'call on hold' icon ( ).
-  Press the key associated with the icon: *Retrieve*.

## Transferring a call
- During a conversation.
-  Press the key associated with the icon: *Transfer to.*
- Call the recipient of the transfer using the dial a number or dial by name feature.
 The transfer is done as soon as the call is started.

## Conference
- Call the first contact.
- Call the second contact.
-  Press the key associated with the icon: *Conference*
 You are in conference mode.

## Route your calls to your voicemail
- Using the left-right navigator, select the routing and overflow profile configuration menu ( ).
- Press the keys associated with: *Routing*❯*Voicemail*.
 Your calls are routed to voicemail.

## Route your calls to another number
- Using the left-right navigator, select the routing and overflow profile configuration menu ( ).
- Press the keys associated with: *Routing*❯*User*.
- Select the user to route the calls to using the dial a number or search by name feature.
 Your calls are routed to the user.

## Route your calls to an office device
- Using the left-right navigator, select the routing and overflow profile configuration menu ( ).
- Press the keys associated with: *Routing*❯*My office device*.
- Select the device to route the calls to by pressing the associated key.
 Your calls are routed to the selected device.

## Overflow to a number or voicemail
Your phone allows you to use default types of overflow.
- Using the left-right navigator, select the routing and overflow profile configuration menu ( ).
- Press the keys associated with: *Overflow*❯*My office device*❯*Overflow.*

## Route your calls to a customized list of devices
- Using the left-right navigator, select the routing and overflow profile configuration menu ( ).
- Press the keys associated with: *Profile*❯*Customized.*
- Select a device to route calls to by pressing the associated key or entering another device number (  ).
 Your calls are routed to the selected device.

## Information about the phone
- Using the left-right navigator keys, select the settings menu ( ).
- Press the keys associated with: *Phone*❯*User Info.*
 The name and number of your phone are displayed.

## Consulting your voice mailbox
 Press the messaging key.

## Adjust audio volume
 Bluetooth® wireless handset.

## Selecting language
- Using the left-right navigator keys, select the settings menu ( ).
- Press the keys associated with: *Phone*❯*Language.*
- Select the language of your choice.

## Adjusting the audio functions
- Using the left-right navigator keys, select the settings menu ( ).
- Press the keys associated with: *Phone*❯*User Info*.
Reject or deflect an incoming call.