I want to make a phone call.

- Enter the destination number you want.
- The number can be corrected with the function key "Clear".
- Then press to start the call. The display shows the dialed number along with the length of the call.

Note: When making outgoing external calls you may need to dial 9 to get public line access.

It’s ringing, I would like to answer the call.

- Press the button when a call is signaled, to accept the call. The number appears in the display, and if the number is stored in the phonebook the caller’s name is displayed.
- Press the button when a call is signaled, to accept the call. The number appears in the display, and if the number is stored in the phonebook the caller’s name is displayed.

I want to lock the keypad.

- To avoid accidental key activity when carrying the phone, you can lock the keys.
- Press first the key, and then the “Lock” function key.
- The display shows the symbol . All keys are locked.
- You can also set up automatic key locking.
- Under Menu → Settings → Locks, select the option Automatic key lock.

Unlock keypad

- To unlock the keys, press the key and confirm with the function key "Yes".

I would like to phone hands free.

- You are telephoning and using the earpiece.
- Activate the speaker by pressing the function key, and you can talk hands free.
- Press the function key to switch off the speaker.

I want to adjust the volume.

- You are having a telephone conversation.
- Press on the upper arrow of the navigation key to increase the volume.
- Press on the lower arrow of the navigation key to reduce the volume.

I want to mute the microphone.

- You are having a telephone conversation.
- Press the function key "More" and choose "Microphone off".
- Press the function key "Select".
- The icon will appear. Your call partner cannot hear you.
- To switch the microphone back on, press the function key "More" and choose "Microphone on".
- Press the function key "Select".

I would like to make a second telephone call.

- You are already having a phone conversation with a subscriber.
- Press the function key .
- The call on hold is put on hold. You will hear three short beeps.
- Dial the number of the relevant other subscriber. The call will be initiated.
- Switch between the subscribers by pressing the key combination .
- To terminate the current call, press the key combination .

I want to forward a call.

- During an active conversation, press the function key .
- The connection is put on hold. You will hear three short beeps.
- Dial the number to which you want to forward the call.
- You will hear the dial tone.
- Press the button . The call is immediately forwarded without inquiry.
I want to input text.

You need this function when you want to add, find or edit a name in the phonebook, for example:

- The keys in the numeric keypad are assigned multiple characters. Press a key repeatedly to reach another character on the key.

**Example:** You want to input the letter “B” in input mode. Press the key twice to do so.

- The keys and hold special characters: + * and , ! .
- To activate upper/lower case: press the key briefly.
- To insert blanks in the text: press the key briefly.
- To delete a character: Briefly press the function key “Delete”.

I want to edit my personal contacts.

You can create and edit a list of frequently used contacts. The contacts are stored only on your SwyxPhone D210. All entries are listed in alphabetical order.

- Press the function key “Menu” and immediately afterward the function key “Select”.

The following menu items appear:

**Add contact**

- Select New to add a new contact.
- Select From call list to create a contact from the caller list. Confirm the selection in each case with the function key “Select”.

**Edit contact**

- Enter the first character of the relevant name, or select the contact you want with the navigation key .
- Confirm the selection with the “Edit” function key.
- Edit the name or the number, and confirm the changes with the “OK” key.
- Press the “Save” function key to store the changes.
- The message “Contact saved” will appear.

**Delete contact**

- Enter the first character of the relevant name, or select the contact you want with the navigation key .
- Confirm the selection with the “Edit” function key.
- Edit the name or the number, and confirm the changes with the “OK” key.
- Press the “Save” function key to store the changes.
- The message “Contact saved” will appear.

I want to call a contact.

- Press the function key.
- The list of your personal contacts appears.
- Select the contact you want with the navigation key .

*Call contacts from the Global Phonebook*

SwyxPhone D210 offers you access to the central phonebook. This phonebook’s contacts are on the SwyxServer (Global Phonebook), and are available to all internal subscribers.

- Select Menu → Contacts → Central Phonebook
- You can search by user name or phone number.
- Select the option you want, and enter the search term.
- Press the “Search” function key.
- The search result will be displayed. If you entered only part of the search term, all contacts containing the given character string will be displayed.
- Press the “Call” function key.
- The call will be initiated.

**Notes:**

- Access to the Global Phonebook is only possible from Firmware version 3.6.0 on.

I want to listen to my Voicemails.

If there are newer voicemails for you, the symbol appears in the display.

- Hold the key down until the call to voicemail inquiry is started.
- Enter your user name.
- Press “Select” to confirm the selection.

**Tips & Tricks**

**Select number from the caller list**

- Press the button . A list of the dialed, missed and answered calls is displayed. The different call types are distinguished by the following icons: incoming call , outgoing call , and missed call .
- Use the navigation key to choose the number or name you want, and press the “Call” key.

**Fast call using name**

- Hold down the key with the initial letter of the subscriber you want, until a list of subscribers’ names beginning with this letter appears. You can then give the second and third letters of the name, and so on, or select the relevant subscriber with the navigation key .
- Press the “Call” function key.
- The call will be initiated.

**Ringing**

- Select Menu → Settings → Sound & Alerts → Volume.
- Use the navigation key to set the volume you want.
- Press the “OK” key to confirm the setting.

**Switch vibrator on/off**

- Select Menu → Settings → Sound & Alerts → Vibrating alert.
- You can switch the vibration alarm on or off permanently, or select it that it is only triggered when the acoustic call signaling is deactivated.

**Settings**

- Select the language you want in the menu under Settings → Language.
- Press the “Select” key to confirm the setting.
- The user language is changed.

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