

Forwarding Your Office Phone to Another Number

To Forward All Calls

Step 1. On your IP Phone, select the line where you want to enable call forwarding on. If you only have one line on your phone, this is already done for you.

Step 2. Press the **Forward All / CFwdALL** softkey found in the bottom section of your phone's screen.

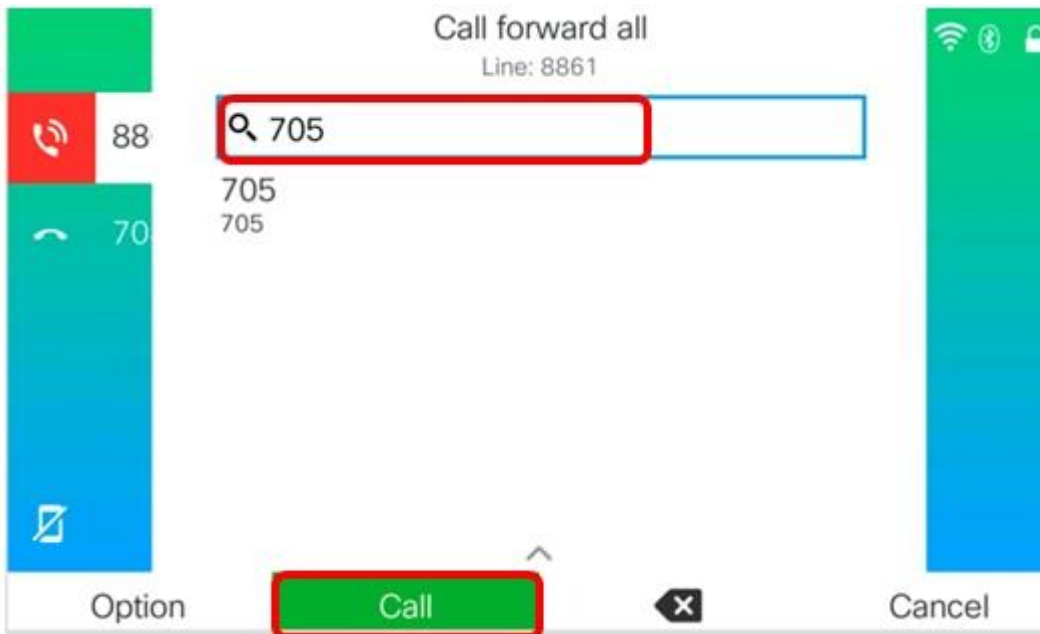
Note: In this example, the line used is 8861.



Step 3. Dial the number where you want to forward all incoming calls and then press the **Call** softkey.

Note: In this example, all incoming calls for line 8861 will be forwarded to another extension 705.

Note: To forward calls to an outside line, like a cell phone for example, you will need to dial the 91605...



Step 4. Check the screen for the indication that all calls will be forwarded to the number you have set. The screen should display the phone number with a forwarding sign on it.



You should now have successfully enabled all calls forwarding on your Cisco IP Phone 7800 or 8800 Series Multiplatform Phone.

To Disable Call Forwarding

If you wish to disable Call Forwarding to the specified line, press the **Forward Off / Clr fwd** softkey.

