



**Avaya one-X™ Deskphone
BM12 Button Module
User Guide**

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Federal Communications Commission (FCC) Interference Statement

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC rules. These limits are assigned to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and

on, the user is encouraged to try to correct the interference by one of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

FCC Caution: Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

FCC/Industry Canada Radiation Exposure Statement

This device complies with the FCC's and Industry Canada's RF radiation exposure limits set forth for the general population (uncontrolled environment) and must not be co-located or operated in conjunction with any other antenna or transmitter.

Contents

Introduction to the BM12 Button Module	7
Paging	9
Answering a Call.	9
Accessing Features	9
Personal Settings	10
Personalizing Button Labels	10
Adjusting the Button Module Brightness	12
Adjusting the Button Module Contrast.	12

Contents

Introduction to the BM12 Button Module

The BM12 Button Module extends the number of call appearances and feature buttons on your telephone. It provides 24 additional lines for incoming calls, outgoing calls, and calling features using two pages of 12 call appearances/features each. Typical uses are:

- to provide additional lines for calls bridged from one or more other extensions,
- to provide abbreviated dialing buttons, and
- to provide buttons to access additional features like call forwarding.

Note that the call appearances the button module displays also appear in the call appearances list on your telephone. Similarly, the 9608 and 9611G also present the features the button module displays in the Features list on your telephone; the 9641G does not present button module features on the Features list.

Important:

The BM12 is currently compatible with the 9608, 9611G, and 9641G IP Deskphones, which support up to three serially attached button modules. The 9608 and 9611G are button-based models, meaning that you use the hard buttons under each softkey that displays on the screen to initiate and perform actions. The 9641G IP Deskphone is a touch-based model, meaning that you touch the desired line (for example, a call appearance or feature) or a softkey directly on the display screen to initiate and perform actions. Except for generic procedures like answering a call or accessing features, the procedures in this guide are separated according to the type of deskphone (button-based or touch-based) you have.

Note:

When multiple button modules are used with a 9608, 9611G, or 9641G deskphone, the button modules must all be the same type. For example, you cannot attach a BM12 Button Module and an SBM24 Button Module to the same deskphone.

Figure 1: The BM12 Button Module

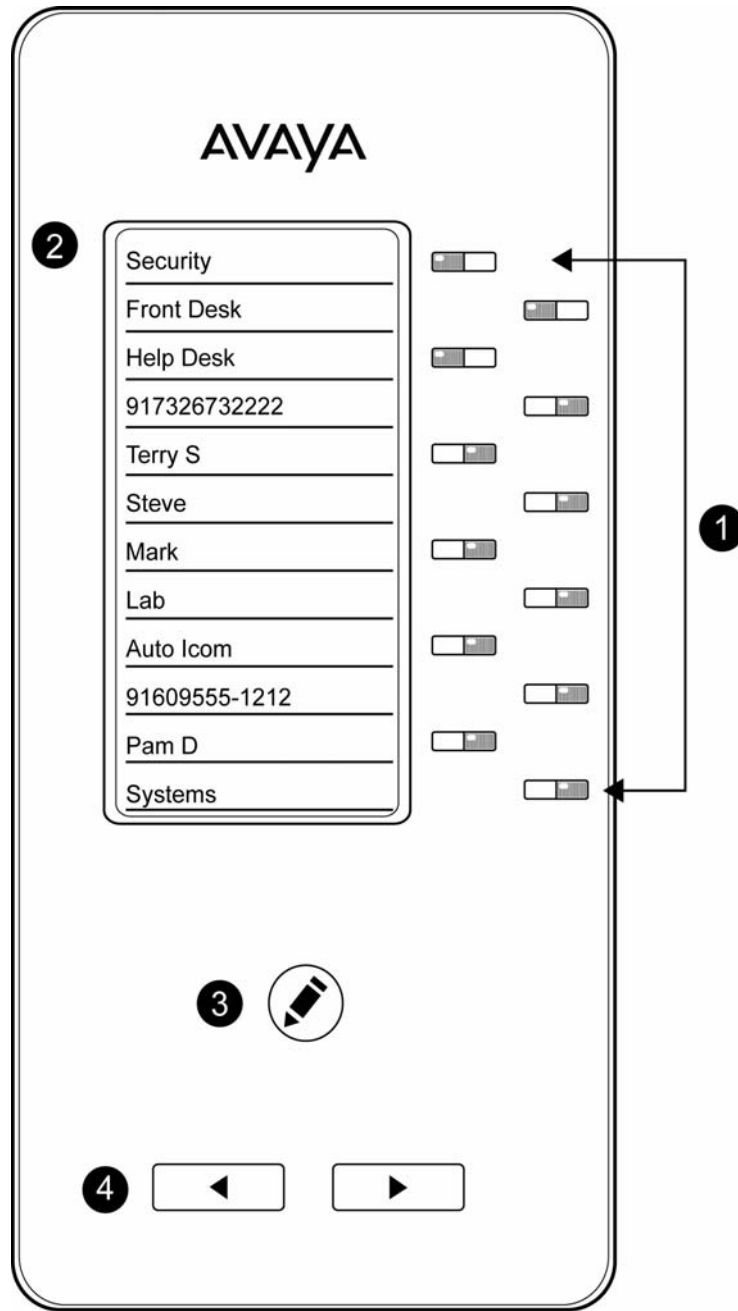


Figure notes:

1. Line buttons with On/Off LEDs (for call appearances and features)
2. Display Screen
3. Quick Edit Button
4. Next 12/Previous 12 Page buttons (with LEDs)

Paging

The BM12 provides up to 24 call appearances or features, using two pages with 12 call appearances and/or features per page. To move from the first page of 12 to the next, press the **Right Arrow** page button on the bottom of the module. To move to the previous page of 12, press the **Left Arrow** page button.

Answering a Call

When an incoming call comes in on a button module line, the corresponding line button flashes red. Press the flashing line button on the button module to turn on the Speaker and answer the call. Or, pick up the handset, then press the flashing line button.

When you answer the call (or go off-hook to make a call), the line button changes to a steady red and the telephone screen displays the call.

Note:

If you have bridged call appearances on your button module, you can receive and answer calls to other extensions. When a bridged extension is in use by the owner, the corresponding line button on the button module turns to steady red for that extension. For more information, see “About Bridged Calls” in your deskphone user guide.

Accessing Features

Your button module might have feature buttons for features like Call Forwarding, Call Pickup, Go to Coverage, and Auto Callback.

To use a feature button, press the button next to the feature you want to activate.

Note:

You can personalize the labels on your feature buttons. For more information, see [Personalizing Button Labels](#) on page 10.

Personal Settings

Personalizing Button Labels

Your button module has labels preset by your administrator. You can change these labels to make them clearer or more useful to you. Be sure to use the appropriate procedure for the type of deskphone model you have.

 **CAUTION:**

You cannot use the button module itself to personalize or restore a label. Pressing the **Edit** button with the pencil symbol on the button module causes the deskphone to display the Personalize Labels screen on the deskphone. You then select the specific button module and call appearance or feature label you want to personalize using the deskphone rather than the button module itself. When multiple button modules are attached, the Personalize Labels screen displays lines for Module 1, Module 2, and Module 3 (as applicable). Module 1 refers to the button module connected directly to the deskphone; Module 2 corresponds to the button module attached to Module 1, and Module 3 is the module attached to Module 2.

Note:

If you try to change a label that is locked (cannot be changed, as set by your system administrator), an error beep sounds and a message informing you that label cannot be changed displays.

Personalizing a button label using a button-based IP Deskphone

1. Press the button module's **Edit** button.
2. With the Phone screen displayed, use the deskphone's list of call appearances and features to change a label. To change a call appearance label, press the button module line button corresponding to the button module label you want to edit. To change a feature button or abbreviated dial label, press the button module line button corresponding to the feature label you want to edit.
3. Press **Edit**.
4. Edit the label using up to 13 characters.
If you want to clear the current label text first, press **Clear** then enter the new label.
5. Press **Save** or **OK**.

Personalizing a button label using a touch-based IP Deskphone

1. Press the button module's **Edit** button.

2. With the Phone screen displayed, use the deskphone's list of call appearances and features to locate the label you want to change, then touch that label to select it.
3. Touch **Edit**.
4. Edit the label using the on-screen keyboard. A label can be up to 13 characters. For information about using the onscreen keyboard, see your deskphone user guide.
5. Touch the **checkmark** (on the on-screen keyboard) to save the label.

Restoring a single label to its default using a button-based IP Deskphone

1. Press the button module's **Edit** button.
2. With the Phone screen displayed, press the button module line button corresponding to the label you want to restore.
3. Press **Bksp** until all characters are erased.
4. Press **Save** or **OK** to restore the original label.

Restoring a single label to its default using a touch-based IP Deskphone

1. Press the button module's **Edit** button.
2. With the Phone screen displayed, use the deskphone's list of call appearances and features to locate the label you want to restore, then touch that label to select it.
3. Touch **Edit**.
4. Clear the label of text using the on-screen keyboard. For information about using the onscreen keyboard, see your deskphone user guide.
5. Touch the **checkmark** (on the on-screen keyboard) to restore the label.

Restoring all labels to their default settings using a button-based IP Deskphone

1. At the deskphone, press **Home**.
2. Press **Select** or **OK**.
3. Scroll to **Application Settings** and press **Select** or **OK**.
4. Select **Restore Default Button Labels...** and press **Change** or **OK**.
5. Press **Default** to restore the original labels.

Restoring all labels to their default settings using a touch-based IP Deskphone

1. Press **Home**.
2. Touch **Settings**.
3. Touch **Options & Settings**.
4. Touch **Application Settings**.
5. Select **Restore Default Button Labels...** and touch **Change**.

6. Touch **Default** to restore the original labels.

Adjusting the Button Module Brightness

The button module supports four levels of brightness. Be sure to use the appropriate procedure for the type of deskphone model you have.

Adjusting brightness using a button-based IP Deskphone

1. At the deskphone, press **Home**.
2. Press **Select** or **OK**.
3. Scroll to **Screen & Sound Options** and press **Change** or **OK**.
4. Scroll to **Brightness** and press **Change** or **OK**.
5. If only one button module is attached, scroll to and select **Module 1**. If there is more than one button module attached, select the module by number.
6. Use the horizontal arrow keys to adjust the brightness.
7. Press **Save**.

Adjusting brightness using a touch-based IP Deskphone

1. At the deskphone, press **Home**.
2. Touch **Settings**.
3. Touch **Options & Settings**.
4. Touch **Screen & Sound Options**.
5. Touch **Brightness**.
6. If only one button module is attached, touch **Module 1**. If there is more than one button module attached, touch the module number you want to adjust.
7. Touch either end of the bar indicator to adjust the brightness.
8. Touch **Save** to save the setting or **Cancel** to return to the menu without changing the brightness.

Adjusting the Button Module Contrast

The button module supports up to 15 levels of contrast. Be sure to use the appropriate procedure for the type of deskphone model you have.

Adjusting the contrast using a button-based IP Deskphone

1. Press **Home**.
2. Press **Select** or **OK**.
3. Scroll to **Screen & Sound Options** and press **Select** or **OK**.
4. Scroll to **Contrast** and press **Change** or **OK**.
5. If only one button module is attached, scroll to and select **Module 1**. If there is more than one button module attached, select the module by number.
6. Use the horizontal arrow keys to adjust the contrast. As you adjust the contrast, check the button module to view the result.
7. Press **Save** or **OK**.

Adjusting the contrast using a touch-based IP Deskphone

1. At the deskphone, press **Home**.
2. Touch **Settings**.
3. Touch **Options & Settings**.
4. Touch **Screen & Sound Options**.
5. Touch **Contrast**.
6. Touch the level control to adjust the contrast higher or lower. If there is more than one button module shown on the screen, be sure to touch the level control of the module you want to adjust. As you adjust the contrast, check the button module to view the result.
7. Touch **Save** to save the setting or **Cancel** to return to the menu without changing the contrast.

Introduction to the BM12 Button Module