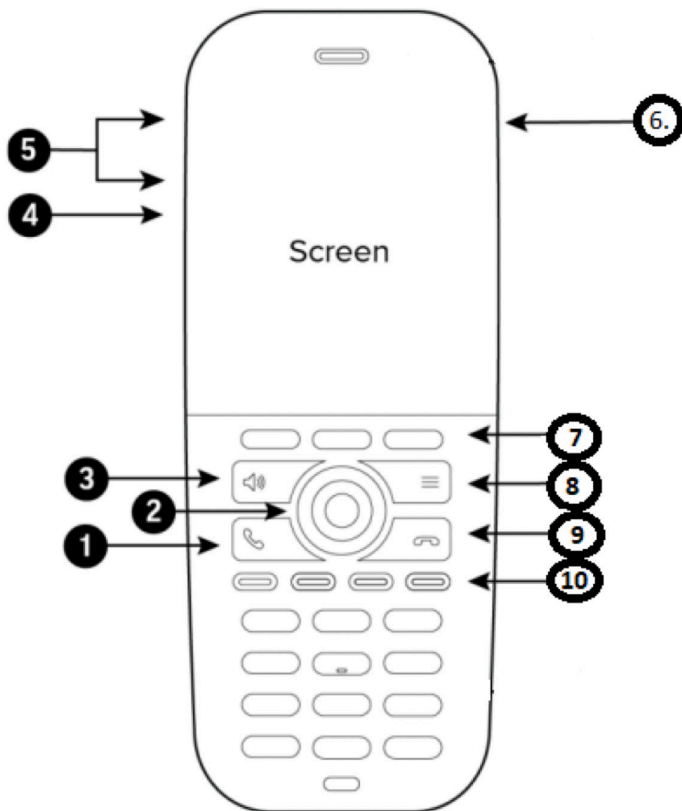# POLY ROVE 30
Quick Function Guide

The following figure displays the hardware features on the Rove 30 wireless business media phone. The table lists each numbered feature shown in this figure.

ROVE SERIES WIRELESS HANDSET HARDWARE FEATURE DESCRIPTIONS

1. Call key — Place a call, answer a call, or view recent calls.

2. Navigation keys / Select key — Scrolls through information or options displayed on the phone's screen. Selects a field of displayed data.

3. Speakerphone key — Place or answer a call using the wireless handset speakerphone, and switch between the speakerphone and the earpiece during a call.

4. Mute key — Mute or unmute the microphone during and active call.

5. Volume keys — Adjusts the volume of the handset, headset, speaker and ringer.

6. Headset port — Connect a headset to the phone.

7. Multi function soft key.

8. Menu key — Used to get to Transfer and Hold Fuctions while in a call.

9. End Key — Hang up or call or cancel the handset software update. Press and hold to power the handset on or off.

10. Programable Park Keys — If lit in Green or Red, park keys are programmed on phone.

VOICEMAIL

Voicemail Setup

- To set up Voicemail, press and **hold the number 1 on keypad or Dial** *98
- Contact EPB for your **temporary PIN number**.
- Follow the prompts to **change** your **PIN** and set up your greetings.

Checking Voicemail

- Message light will **flash Green** if you have a Voicemail, and the **number of messages** will show up.
- To check Voicemail, **Press and hold the number 1** on keypad or **Dial** *98 and enter the pin.

CALL FORWARDING

- **Dial** *72 plus the **10-digit forwarding number** and listen for beeps. This will only forward calls that call the cordless direct.
- **To remove** forwarding **Dial** *73 and listen for beeps. This will remove forwarding from the number associated with the cordless phone.

TRANSFERRING A CALL

Screened Transfer

- **While on a call** press the **Menu** key.
- **Press Transfer** and **select a contact or dial number** and press **Call**.
- When you're ready to **complete the call** press the **Center** key under the screen to complete the **Transfer**.
- If the **caller cannot take** the call, **Press** the **End Call** button.
- **Press Play** in the center under the screen.

Blind Transfer

- While in a call **Press** the **Menu** key.
- Press **Blind Transfer** and **select a contact or dial a number** and press **Transfer** to complete.

SET UP A 3-WAY CONFERENCE CALL

- While in a call press the **Menu** key.
- **Press Conference** and **select a contact or dial number** and press **Call**.
- When you are ready to join all the calls together, press the **Center** key under screen.
- To **end the Conference Call**, press the **End** key on phone. This will end the Conference call for all parties.

CALL HOLDS

- While on a call, **Press** the **Center** button under the screen that looks like a pause button, or press the **Menu** key and select **Hold**.
- To pick up a call on hold **Press** the **Center** button under the screen that looks like a play button, or press the **Menu** key and press **Resume**.

USING CALL PARK

- While on a call, **Press** the **L1 or L2** button above the number 1 and 2 button on the phone.
- The button should be **green** if no one is on that park key. The key will be **red** if there is a call on park.
- To retrieve a call from park, **Press L1 or L2** depending on which park the caller is on, and press a second time to retrieve call.

MUTE CALL

- The **Mute** button on the left side of the phone will show a microphone with a line through it on the screen.
- **Press** the **Mute** button on the side of the phone again to Unmute the phone.

CHECK CALL HISTORY

- **Press** the **Calls** button on the right side of the screen to **view call history**.
- Use the **navigation keys** to arrow over to the right to view **Received** calls, **Dialed** calls and **Missed** calls.
- Press the button under the three dots on the screen for options to **View Details, Save As Contact**, etc.
- Press the button under the word Back to **Return** to the idle screen.