

Yealink T33 Quick Reference Guide

Placing a Call

Using the handset:

1. Pick up the handset.
2. Enter the number, and then press the **Send** soft key.

Using the speakerphone:

1. With the handset on-hook, press .
2. Enter the number, and then press **Send** soft key.

Using the headset:

1. With the headset connected, press **H** to activate the headset mode.
2. Enter the number, and then press the **Send** soft key.

Answering a Call

Using the handset:

Pick up the handset.

Using the speakerphone:

Press **SR**.

Using the headset:

Press **H**.

Ending a Call

Using the handset:

Hang up the handset or press the **End Call** soft key.

Using the speakerphone:

Press **SR** or the **End Call** soft key.

Using the headset:

Press the **End Call** soft key.

Speed Dial

To configure a speed dial key:

1. Press the **Menu** soft key when the phone is idle, and then select **Call Features > DSS Keys**.

2. Select the desired DSS key, and then press the **Enter** soft key.

3. Select **Speed Dial** from the **Type** field, select the desired line from the **Account ID** field, enter a label in the **Label** field and enter the number in the **Value** field.

4. Press the **Save** soft key to accept the change.

To use the speed-dial key:

Press the speed-dial key to dial out the preset number.

Voicemail

Voicemail Message

Message waiting indicator on the idle screen indicates that one or more voice messages are waiting at the message center. The power indicator LED slowly flashes red.

To listen to voice messages:

1. Press **VM** or the **Connect** soft key.
2. Follow the voice prompts to listen to your voice messages.

Volume

Volume Adjustment

- Press **SR** during a call to adjust the receiver volume of the handset/ speakerphone/ headset.

- Press **SR** when the phone is idle to adjust the ringer volume.

Ring Tones

1. Press the **Menu** soft key when the phone is idle, and then select **Basic > Sound > Ringing Tones**.

2. Press **SR** or **SR** to select the desired ring tone.

3. Press the **Save** soft key to accept the change.

Features

Redial

Press **SR** to enter the **Placed** call list, press **SR** or **SR** to select the desired entry, and then press **SR** or **Send** soft key.

Press **SR** twice when the phone is idle to dial out the last dialed number.

Call Mute and Un-mute

Press **M** to mute the microphone during a call.

Press **M** again to un-mute the call.

Call Hold and Resume

To place call on hold:

Press **A** or the **Hold** soft key during an active call.

To resume the call, do one of the following:

- If there is only one call on hold, press **A** or the **Resume** soft key.
- If there is more than one call on hold, press **SR** or **SR** to select the desired call, and then press **A** or the **Resume** soft key.

Call Transfer

You can transfer a call in the following ways:

Blind Transfer

1. Press **TR** the **Transfer** soft key during an active call. The call is placed on hold.

2. Enter the number you want to transfer to.

3. Press **TR** the **Transfer** soft key.

Semi-Attended Transfer

1. Press **TR** or the **Transfer** soft key during an active call. The call is placed on hold.

2. Enter the number you want to transfer to, and then press **TR**.

3. Press **TR** or the **Transfer** soft key when you hear the ring-back tone.

Attended Transfer

1. Press **TR** or the **Transfer** soft key during an active call. The call is placed on hold.

2. Enter the number you want to transfer to, and then press **TR**.

3. Press **TR** or the **Transfer** soft key when the second party answers.

NAVIGATION KEYS

VOLUME KEYS

LINE KEYS

SOFT KEYS

FEATURE KEYS

- | | |
|---------------------|------------------------|
| H Headset | M Mute |
| VM Voicemail | A Hold |
| SR Redial | SP Speakerphone |

Call Conference

1. Press the **Conference** soft key during an active call. The call is placed on hold.
2. Enter the number of the second party, and then press the **Send** soft key.
3. Press the **Conference** soft key again when the second party answers. All parties are now joined in the conference.
4. Press the **End Call** soft key to disconnect all parties.

Note: You can split the conference call into two individual calls by pressing the **Split** soft key.

Common Star Codes

Message Center

*95 - Access the voicemail message center.

Caller ID

*85 - Enable/Disable Outbound CallerID.

Call Parking

*#2 will park an active call (wait for the system to announce what slot the call is parked).

#2252pot numbers so for example if parked in spot one is #2251, if parked in spot 2 #2252, #2253 is parked in slot 3.

Directed Call Pickup

*#extension numbers - Answer inbound call ringing any desired target extension. (e.g. *9375).

Transfer Call To Another Team Member's Voicemail

#3extension numbers - Transfer an active call to target extension voicemail. (e.g. #3375).