How to Program Function Keys IP55

IP55 Training Series

The programmable function keys provide quick and easy access to common phone functions. Your IP55 desk phone has eight of these, each of which can be programmed for two levels, allowing for a total of 16 programmed functions. With the optional key module attached, you gain an additional 12 programmable keys.

Programmable keys

Press and hold the key you wish to program. The key will light up; letting you know it's ready to move forward.
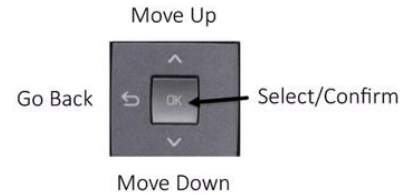

Press OK to continue.

Use the ARROW keys, to select the mode you wish to program. Normal will set the primary function, and shifted will set the secondary. These are the two levels mentioned earlier.

To set a program key to dial a phone number:

From the menu accessed in the previous step, select and confirm Selected Dialing as your function.
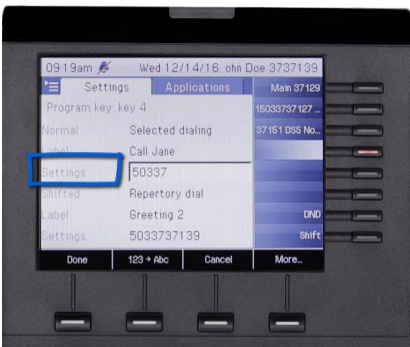

Use the Label menu to set the name that will correspond with this key on the display.

Enter the destination phone number in the Settings menu.

Press the soft key for SAVE & EXIT.

Be sure to test your programming to make sure that it's working as planned.