

Quick Guide

1. Before Installing

Congratulations on purchasing your **AudioCodes 445HD IP Phone**! Note 1: Skype for Business also applies to Lync™. Note 2: Sidecar + BLFs with 12 Speed Dials isn't supported on UC445HDG-R or UC445HDEPSG-R (445HD-R). Before using the phone, make sure the following items are included in the shipped box:

- ✓ 445HD IP Phone
- ✓ AC power adapter (optional)
- ✓ Cat 5e Ethernet cable
- ✓ Phone base stand
- ✓ Handset
- ✓ Handset cord
- ✓ Wall-mounting screws

2. Physical Description



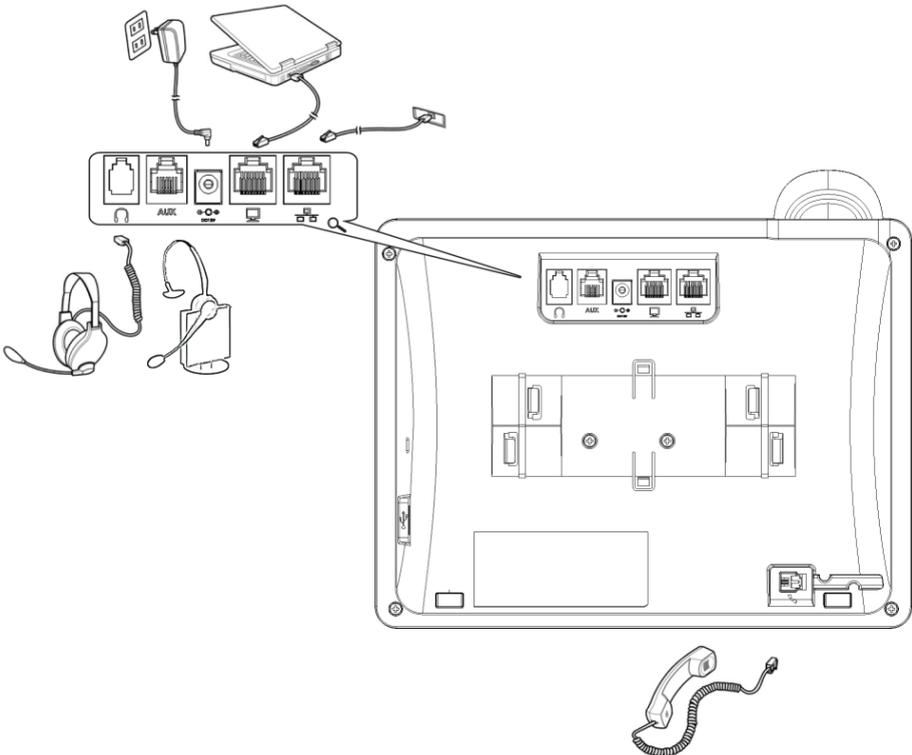
3. Cabling the Phone



Warning: Prior to connecting power, refer to the *Compliance and Regulatory Information* document at www.audiocodes.com/library.

To cable the phone:

1. Connect the short, straight end of the phone cord to the handset and the longer straight end of the cord to the handset jack on the phone.
2. (Optional) Connect the RJ-9 headset jack to a headset.
3. Connect the RJ-45 LAN port to your LAN network (LAN port or LAN switch/router) with a CAT 5 / 5e Ethernet cable.
4. Connect the RJ-45 PC port to a computer with a CAT 5 / 5e straight-through Ethernet cable.
5. Connect the connector tip of the AC power adapter to the phone's DC 12V power socket and connect the two-prong AC adapter directly to the electrical wall outlet. When the phone powers up, all the LEDs momentarily light up.

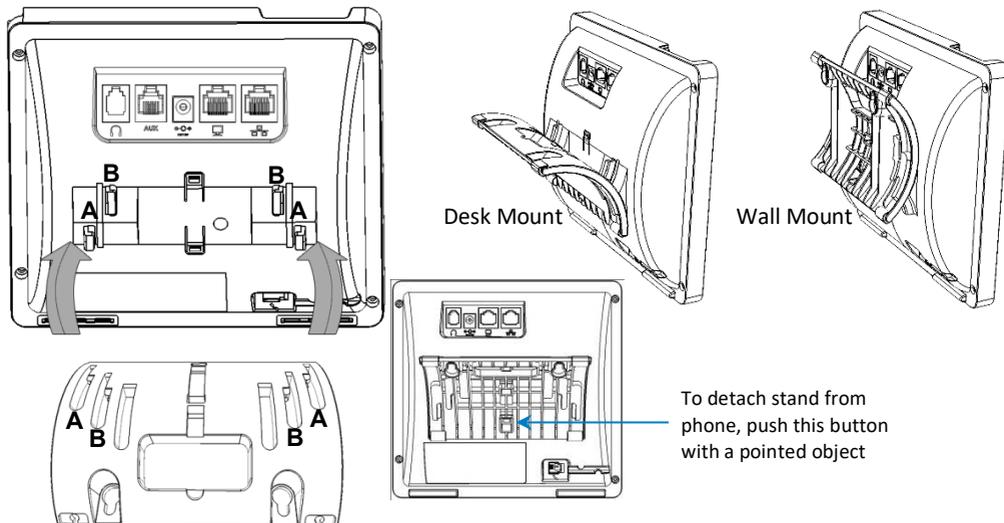


4. Attaching Stand to Phone

For instructions on assembling the stand, scan me or visit

<https://www.youtube.com/watch?v=oGe9STB9IFE>

- ✓ **Desktop mounting:** Slide stand's outer rails (A) onto phone's outer notches (A).
- ✓ **Wall mounting:** Slide stand's middle rails (B) onto phone's inner notches (B).



Note: See the *Regulatory Information* before operating the device.

5. Signing in

☞ **To sign in with the Skype for Business client, see the 445HD IP Phone User's Manual.**

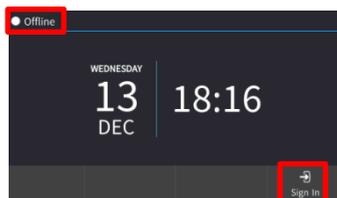
☞ **To sign in with your PIN:**

1. Press the **Sign in** softkey (when the phone is offline).
2. Scroll down and select **Switch sign-in method**.
3. Enter your phone number and PIN number, and press **Sign in**.

☞ **To sign in with your username and password (default method):**

1. Press the **Sign in** softkey (when the phone's screen is in idle mode).
2. Enter your sign-in address (SIP address). Press the phone's **1** key to enter a period/fullstop. To enter @ or -, repeat-press it until @ or - is displayed. Press **Clear** to edit. Press the control to scroll across.
3. Scroll down and enter your domain\username, e.g., company\mike. Repeat-press the phone's # key to select abc, ABC, Abc, or 123. Repeat-press the phone's **1** key until \.
4. Scroll down and enter your user password (get your Windows credentials from IT), and press **Sign in**.

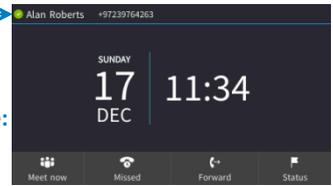
☞ **To sign out:** Press the **Status** softkey when the screen is in idle mode, and then press **Sign out**.



6. Changing your Presence Status

- ☛ **To change your presence:** Press the **Status** softkey (idle screen mode), scroll down to the required presence, and then press the **Select** softkey.
- ☛ **To set Skype for Business server to automatically update presence:** Press the **Status** softkey (idle screen mode), and then select **Reset**.

Presence →



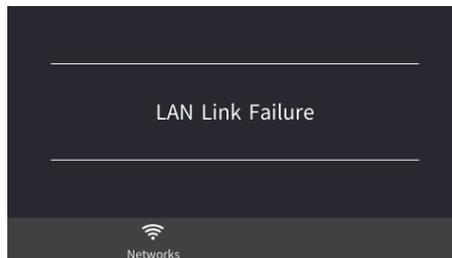
7. Basic Phone Operation

- ☛ **To make a call:** Enter a phone number and then press the **Dial** softkey. To call a contact: Press the CONTACTS hard key and find the contact under Favorites or in one of the **Groups**.
- ☛ **To redial a number:** Press the REDIAL key, select a dialed number, and then press the **Dial** softkey.
- ☛ **To answer a call:** Pick up the handset, or press the speaker or headset key.
- ☛ **To place a call on hold and make another call:** Press the HOLD hard key and from the Call Menu select **New Call**, enter the phone number and then press the **Dial** softkey. To return to the held call, navigate to it using the control button and then press the **Resume** softkey.
- ☛ **To mute yourself:** Press the mute key. To unmute yourself, press the mute key again.
- ☛ **To transfer a call:** During a call, press the TRANSFER key on the phone, enter the phone number to which to transfer the call, and then press the **Transfer** softkey.
- ☛ **To forward incoming calls to another phone:**
 1. When the phone's idle, press the **Forward** softkey, scroll down and select **Forward to a Number**.
 2. Enter the number to which you want to forward the calls, and then press the **Start** softkey. To deactivate call forwarding, press the **Forward** softkey and then select **Do not forward calls**.
- ☛ **To define a Speed Dial:** Long-press any of the 1-12 Function Keys until the Function Key #n screen opens, use the navigation button to scroll to and select Speed Dial+BLF, enter the phone # and label (or select from a directory) and then **Save**.

8. Connecting to a Router via Wi-Fi

The phone can connect to an Access Point via Wi-Fi. The Wi-Fi interface can be used when the phone is installed in an environment free of LAN/cables, to perform VoIP calls over Wi-Fi.

- ☛ If an Ethernet cable does not connect the phone to a LAN port, the phone displays a 'LAN Link Failure' message and a **Networks** softkey.

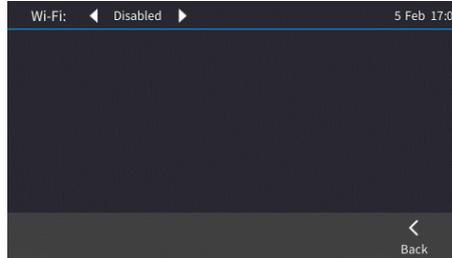


You can connect by:

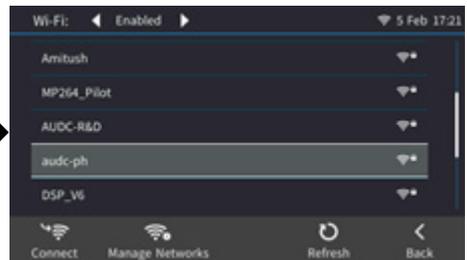
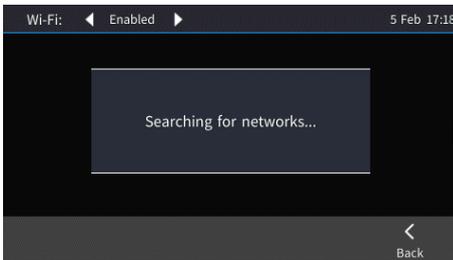
- ☛ Pressing the **Networks** icon in the phone's main menu -or-
- ☛ Navigating in the 'Settings' menu and then selecting the Wi-Fi option.

9. Enabling / Disabling Wi-Fi

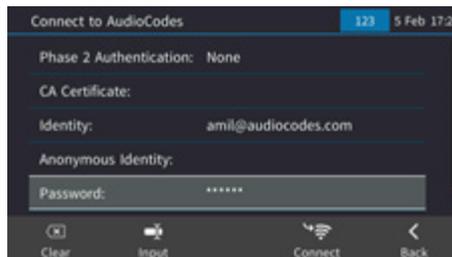
- ☛ Press the right rim | left rim of the navigation button on the phone (Wi-Fi is disabled by default):



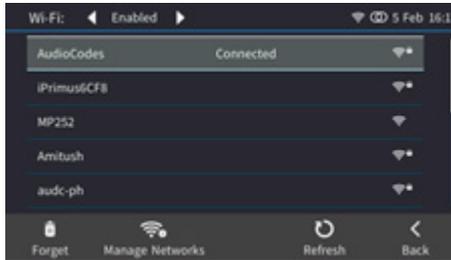
- ☛ After enabling Wi-Fi, 'Searching for networks...' is displayed. The phone then displays the available Wi-Fi Access Points. If necessary, you can press the **Refresh** softkey to display more options:



- ☛ After selecting a Wi-Fi Access Point, press the **Connect** softkey:

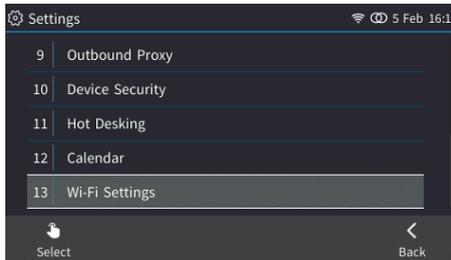


- ☛ **Connected Network** if already connected

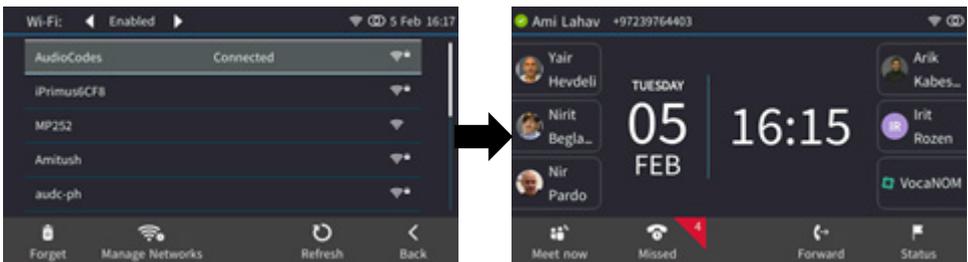


10. Configuring Wi-Fi Settings

- Wi-Fi settings can be accessed via the MENU hard key > Settings > Wi-Fi Settings:



- After configuring settings, press the **Connect** softkey again and wait about 20 seconds for the phone to connect to Wi-Fi and receive an IP address; the Wi-Fi icon is then displayed in the uppermost right corner of the screen:



11. Supported Authentication Methods

Following are the authentication methods supported:

- Open, no password
- Shared, encryption type WEP
- WPA2 Personal, encryption type AES or TKIP
- WPA Personal, encryption type AES or TKIP
- WPA2 Enterprise, encryption type AES or TKIP
- WPA Enterprise, encryption type AES or TKIP
- 802.1x, encryption type WEP

12. Status

The **Device Status > Wi-Fi** screen provides the following basic information:

- 👉 Network name
- 👉 Authentication method



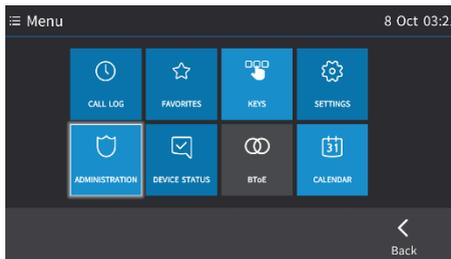
Note: If a LAN cable exists, reboot the phone for the phone to use the cable.

13. Configuring Bluetooth

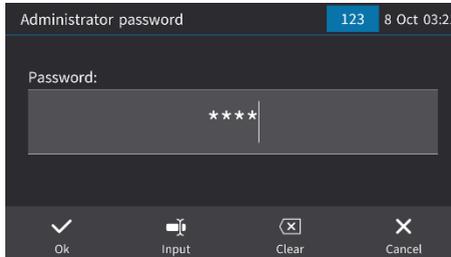
The Bluetooth interface is used to connect the phone to a wireless headset or speaker.

👉 **To pair and connect a remote Bluetooth device:**

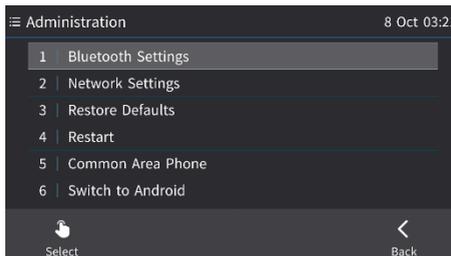
1. Press the phone's MENU hard key and select the **Administration** option.



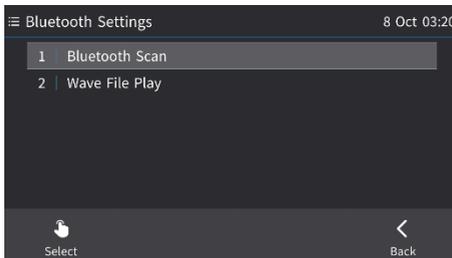
2. Enter the administrator's password.



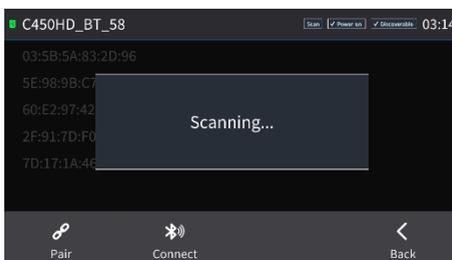
3. In the Administration screen, select the **Bluetooth Settings** option.



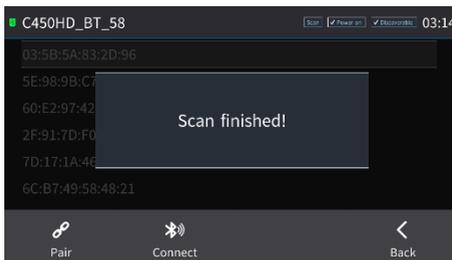
4. In the Bluetooth Settings screen that opens, select the **Bluetooth Scan** option.



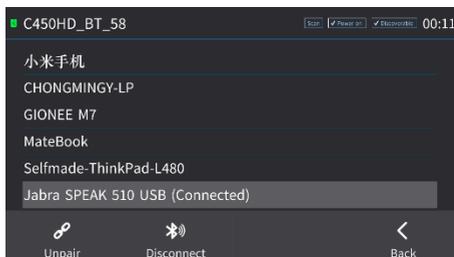
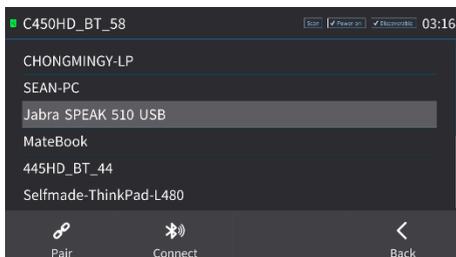
5. View the indication that the system has started to automatically 'scan' if there are devices that are NOT PAIRED.



6. Wait for the scan to finish.

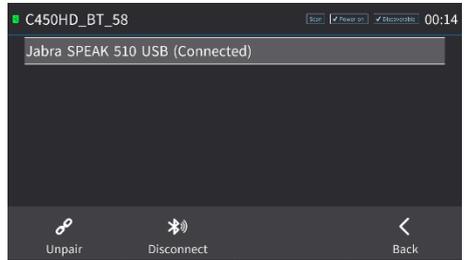
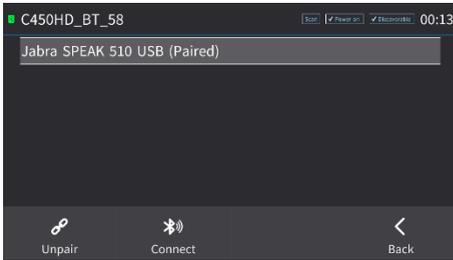


7. Select one of the Bluetooth devices listed, let it enter 'pair mode' and then click the **Pair** softkey; once paired successfully, click the **Connect** softkey to connect the remote device.





Note: The system does not start scanning automatically if there are PAIRED devices in the list; to scan 'manually', press the **Scan** key in the uppermost right corner of the screen.



Notice Information

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This document is subject to change without notice.

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