



Grandstream GXV3175 IP Multimedia Phone Quick User Guide

Basic Phone Operation

For detailed information please consult the GXV3175 User Manual available at:
www.grandstream.com

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USING THE HANDSET, SPEAKER AND HEADSET

- 1) Use the Speaker button  to turn the Speaker ON/OFF
- 2) Press the Handset icon  or the Headset icon  to switch among them. If the headset is plugged in, the headset icon will be activated for users to select.

MAKING A CALL

- 1) In idle screen, select the "Phone" icon  in the bottom menu. The dial pad will show up with dial tone.
- 2) Dial the number and press "Audio Call" or "Video Call" to dial out. Or press "Redial" for the last dialed number.

Also, Users will be able to make a call when the phone is idle or running other applications by taking the handset off hook.

- 1) Take the handset off hook then the dial pad will show up with dial tone.
- 2) Select line/account.
- 3) Press "Redial" or dial the number and press "Audio Call"/"Video Call" to dial out.

ANSWERING CALLS

When the phone rings, users can toggle among handset/speaker/headset to answer the call and adjust the call volume by pressing the speaker icon as well.

Incoming Calls:

- A) Incoming Video Call:** When the phone rings, select "Accept Audio", "Accept Video" or "Reject".
- B) Incoming Audio Call:** When an audio call is coming in, select "Accept Audio" or "Reject".
- C) Missed Call:** If a call is unanswered, a missed call message will show up in idle screen. Users could press View to access the detail of the missed call.

ENDING A CALL

End a call by pressing "End"  in the screen or hang up the phone.

CALL HOLD

A) Call Hold: During a call, press "Hold" button to place the call on hold.

B) Call Resume: Press "Unhold"  button to resume to the call.

C) Multiple Calls: After call hold, users could select another line to make calls. If there is another call coming in, the user will be able to select "Accept" or "Reject" in the right hand side of the screen. Accept new incoming call will put the previous call on hold. To toggling between several calls, users may need to turn off the video first by tapping on "Video off" in "Option" if it is a video call. Then users will be able to select between multiple lines.

CALL TRANSFER

A) Blind Transfer

1) During a call, press the "Transfer" button to place the other party on hold. The phone will display the following message: "Dial Number (Blind) OR Select Line (Attended)."

2) Dial the extension number and press "Send". This will transfer the call to the other party immediately.

B) Attended Transfer

1) During a call, select another line to establish call with the third party using the same account. This will put the previous line (Line 1) on hold.

2) Now, press the "Transfer" button and the message: "Dial Number (Blind) OR Select Line (Attended)" will show up in the screen.

3) Then select Line 1 to finish attended transfer.

3-WAY CONFERENCE

A) Initiate a Conference Call: During a call, select another line by pressing "Line" button to call the second party using the same account. This will place the first call on hold. Once the user has established the second call, press the "Conference" button then select the line on hold by pressing the corresponding "Line" button. This would bring the three parties together in a 3 way conference.

B) Cancel the Conference: If after pressing the "Conference" button, a user decides not to conference anyone, press "Cancel" to cancel the conference.

C) End the Conference: There are two ways to end a conference: The first way is to press "END" in the conference call. The second way to end a conference is to simply hang up and terminate the call.

VOICEMAIL MESSAGE

If the blue Message Waiting Indication (MWI) LED icon is flickering in the HOME button, a new voice mail has been received and is waiting to be retrieved.

To retrieve the voice mail:

- 1) Activate dial pad
- 2) Then dial the voicemail box number or press Voice



Mail button (the button needs to be configured in web configuration interface first). The Interactive Voice Response (IVR) prompts the user through the message retrieval process. The users may need to



navigate to call function option and use the DTMF keypad for voicemail options.

KEYPAD INPUT

The build-in soft keypad in GXV3175 supports English, Chinese, Russian and Korean for text input. External keyboard could also be used by plugging via USB port on the phone. To select input language, please go to Menu à Settings à Language.

VOLUME ADJUSTMENTS

1) To decrease or increase the volume, select "Options" and choose the DTMF Dial Pad



- 2) Then press this button  to decrease call volume and this one  to increase call volume.

CAMERA ADJUSTMENTS

1) To Turn on/off the Video, select "Options" and then



press the middle button



2) Now press the icon video off to switch between Video off and Video on. In the screen, the default picture will show instead of the video when video is turned off.

on one contact entry then the users could view the full contact information.

CONTACTS

To manage your contacts, go to MENU and then select "Contact". Choose between "Contact List" or "Group List" tab to view/edit contact or group information.

BLF

The Virtual Busy Lamp Field (BLF) allows users to see the status of other phones (not busy, ringing, busy etc.).

CALL HISTORY

Users may access the phone's call records through the Call History. Call History allows users to view and manage all calls (Received, Dialed, and Missed). Users may access the phone's call records through "MENU" → "Call History".