

# Speed Dial Settings on SPA100 Series

## Objective

Speed Dial Buttons are often used to make the process of calling regularly used contacts quicker and with one button. This option is used in place of dialing the entire phone number in. This helps save time because the administrator is not required to dial the whole number every time a call is intended for the same contact number. This article explains how to setup Speed Dial Settings on the SPA100 Series Phone Adapter.

## Applicable Devices

- SPA112
- SPA122

## Software Version

- 1.3.1 (003)

## Configure Speed Dial Settings

Step 1. Log in to the phone adapter web configuration utility and choose **Voice > User**. The *User* page opens:

The screenshot shows the 'User 1' configuration page in the SPA100 web configuration utility. The 'Voice' tab is active. The page is divided into two main sections: 'Call Forward Settings' and 'Selective Call Forward Settings'. The 'Call Forward Settings' section includes fields for 'Cfwd All Dest:', 'Cfwd Busy Dest:', 'Cfwd No Ans Dest:', and 'Cfwd No Ans Delay:' (set to 20). The 'Selective Call Forward Settings' section includes fields for 'Cfwd Sel1 Caller:' through 'Cfwd Sel8 Caller:' and 'Cfwd Sel1 Dest:' through 'Cfwd Sel8 Dest:'. At the bottom of the page, there are 'Submit', 'Cancel', and 'Refresh' buttons.

The screenshot shows the 'Speed Dial Settings' section of the SPA100 web configuration utility. It contains a grid of input fields for Speed Dial 2 through Speed Dial 9. Speed Dial 2 is pre-filled with the number 1231231213. The other fields are empty.

Step 2. In the *User* page scroll down to the Speed Dial Settings area of the page.

Step 3. For the fields Speed Dial 2-9, enter the telephone number that you wish to be

mapped to the corresponding button number. Speed Dial number 1 slot is reserved for voice-mail.

Step 4. Click **Submit** to save the settings or click **Refresh** if the settings need to be refreshed.