Call conference

1. Press the Conference soft key during an active call. The call is put on hold.
2. Call the second party's number.
3. After 2nd call is established, press the Conference soft key to let all parties joined in the conference.

Putting a call on hold

1. Press ⬛ key or Hold soft key, caller is put on hold.
2. To retrieve the call press ⬛ key or Resume soft key.
Note : with more than one active call, select desired call with the ⬛ navigator keys and use the corresponding soft key to hold or resume.

Call transfer

Attended transfer:
1. Press ⬛ key or Xfer soft key during the active conversation, the call is put on hold.
2. Dial the second telephone number.
3. When the call is answered, then press ⬛ key or Xfer soft key to complete the operation.

Blind transfer:
1. Press ⬛ key or Xfer soft key during the active conversation, the call will be on hold.
2. Then enter the 2nd telephone number and press ⬛ key or Xfer soft key.

Call forward

1. Press Menu > Features > Call Forward.
2. Select the line, the type of forward, enter the destination number and status, and press OK soft key.

Redial

1. Press ⟳ key, redial a call number.

Call Mute

1. Press 🎤 to Mute the microphone during the call.
2. Press 🎤 again to un-mute the conversation.

Call list

1. Press ⬛ key or Menu > CallLog > Local Call Logs.
2. Scroll through the list using ⬛ .
3. To dial an entry, press Dial soft key or pickup handset or press 🎧 or 🔊 .

Phonebook

Access phonebook:
1.Press Dir soft key or Menu > Contact > Local Contacts.
2.Select All Contacts
3. To dial an entry, press Dial soft key or pickup handset or press 🎧 or 🔊 .

Add new entry:
1. Press Dir soft key > Local Contacts > Press Add.
2. Enter name and number and press OK soft key.

Do not disturb

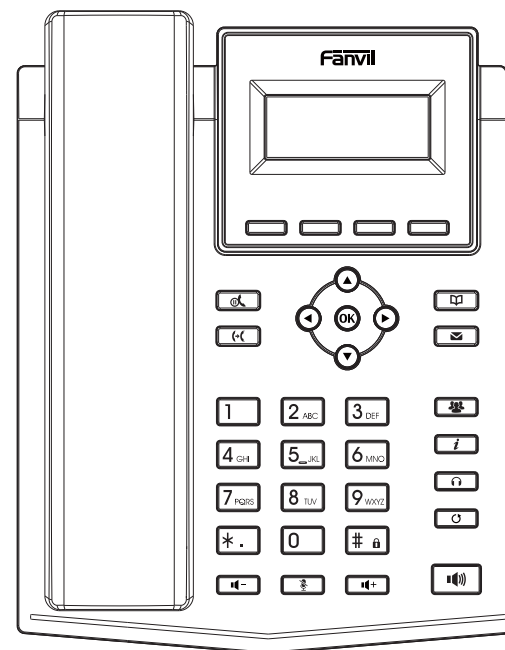1. Press DND soft key, or Menu > Features > DND.
2. Select the Mode and Type, and press Save soft key.

Voice mail

1. To access your voice mailbox, press ✉ or Menu > Message > Voice Message, number of messages will be indicated if provided by your server or pbx.

2. Select the line and press Play to call.

V1.0

X301W
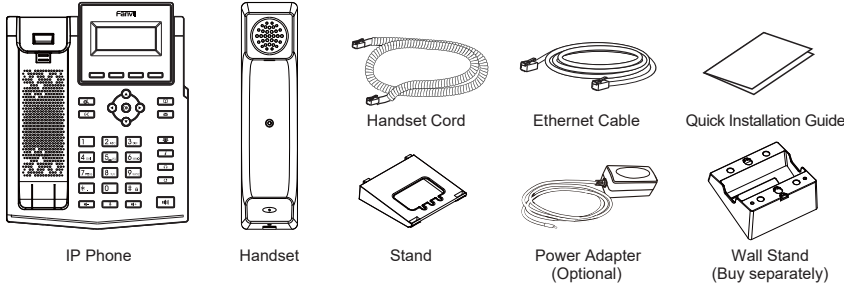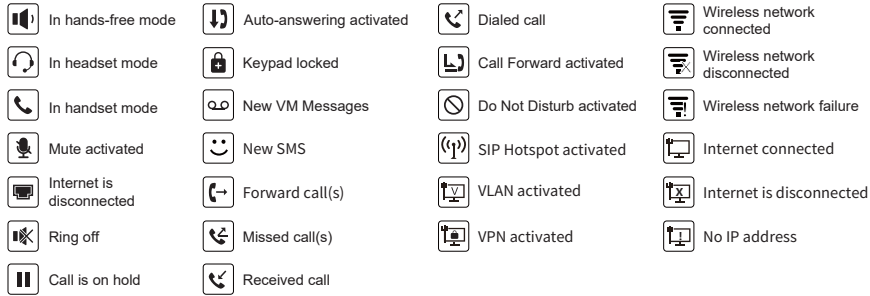
Quick Installation Guide

Fanvil Technology Co., Ltd
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Packaging list

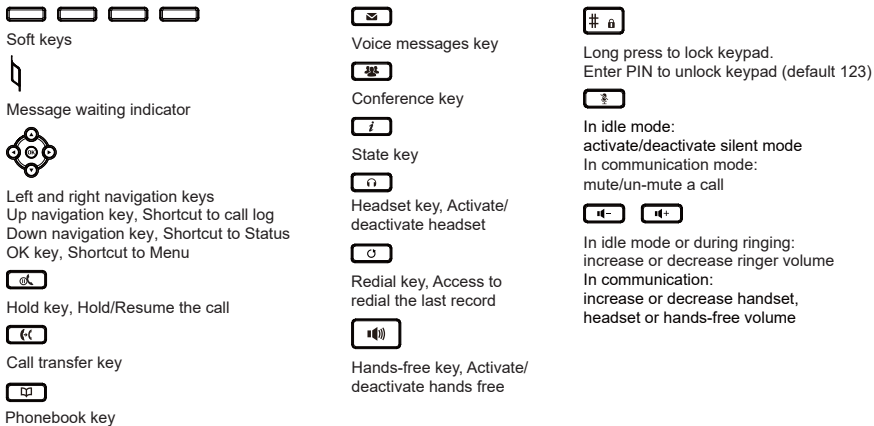|		
IP Phone	Handset	Stand

Handset Cord · Ethernet Cable · Quick Installation Guide

Power Adapter (Optional) · Wall Stand (Buy separately)

Screen icon

Icon	Description	Icon	Description
	In hands-free mode		Auto-answering activated
	In headset mode		Keypad locked
	In handset mode		New VM Messages
	Mute activated		New SMS
	Internet is disconnected		Forward call(s)
	Ring off		Missed call(s)
	Call is on hold		Received call

Icon	Description
Dialed call
Call Forward activated
Do Not Disturb activated
SIP Hotspot activated
VLAN activated
VPN activated

Icon	Description
Wireless network connected
Wireless network disconnected
Wireless network failure
Internet connected
Internet is disconnected
No IP address

Key features

Soft keys

Message waiting indicator

Left and right navigation keys
Up navigation key, Shortcut to call log
Down navigation key, Shortcut to Status
OK key, Shortcut to Menu

Hold key, Hold/Resume the call

Call transfer key

Phonebook key

Voice messages key

Conference key

State key

Headset key, Activate/deactivate headset

Redial key, Access to redial the last record

Hands-free key, Activate/deactivate hands free

Long press to lock keypad.
Enter PIN to unlock keypad (default 123)

In idle mode:
activate/deactivate silent mode
In communication mode:
mute/un-mute a call

In idle mode or during ringing:
increase or decrease ringer volume
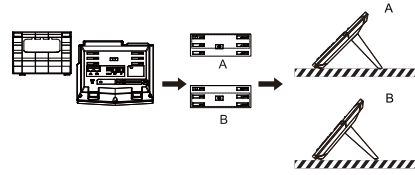In communication:
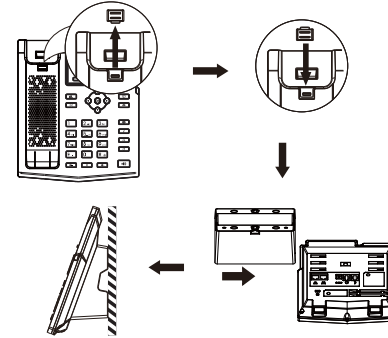increase or decrease handset,
headset or hands-free volume

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Device Installation

Please follow the instructions in below picture to install the device.

● **Bracket desktop installation**

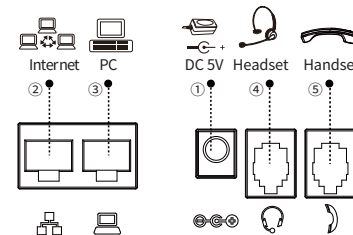● **Wall mounting (Wall Stand need buy separately)**

Note: The installation height of the wall-mounted bracket is less than 2 meters from the ground.

Connecting to the Device

Please connect power adapter, network, handset, and headset to the corresponding ports as described in below picture.

① Power port: connect the power adapter.
② Network port: connecting local area network or Internet.
③ PC port: the network port connect to the computer.
④ Headset port: connect headset.
⑤ Handset port: connect IP Phone handset.

Internet	PC	DC 5V	Headset	Handset
②	③	①	④	⑤

Network connect

Using Ethernet
1. The power on the device and connect the WAN port of the phone to the RJ45 socket of a hub/switch or a router (LAN side of the router) using the Ethernet cable.
2. The default is DHCP mode.

Using WiFi
1. The power on the device and make sure the phone is idle.
2. Press Menu > Basic > WLAN, Enabled the WiFi Feature.
3. Press scan to search for currently available wireless network.
4. Enter the available network and select the WiFi you want to connect.
5. Press connect soft key and enter the appropriate password to connect to the WiFi. The default is DHCP mode.

Configuration

Configuration via Phone
1. Press Menu > System (Default password123).
2. Select Network: To configure the Network Settings (IPv4/ IPv6/ IPv4 & IPv6).
3. Select Accounts: To configure enable the account, fill the SIP server address, port, user name, password etc.

Configuration via Web
1. Get the IP address from the phone: Press key, or Menu > Status > ETH.
2. Login: Input the IP address in the web browser. The PC and phone should be in the same IP address segment(The default username and password are both 'admin'.)
3. Configure: Select network/Account etc, and fill the relevant content.
4. Save the configuration.

Language setting

1. Press Menu key > Basic > Language.
2. Select the desired language and press OK soft key.

Making a call

1. **Pre-dialing**: enter the phone number and pick up the handset.
2. **Direct dialing**: lift the handset and enter the phone number.
3. **Handsfree**: enter phone number and press or vice versa.
4. **Headset**: enter phone number and press or vice versa.
5. **Designated line**: press line key, enter phone number and press dial key.

Accepting a call

1. **Using the handset**: pick up the handset.
2. **Using the headset**: press .
3. **Using the handsfree**: press .

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