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# Phone Static IP and Extension Help

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## **Assigning a Static IP Address to a Digium Phone**

### **To assign a new phone an Extension**

- Note the MAC Address on the new phone
- Open a browser and Login in as administrator
- Enter User Name/Password
- View: Choose "Unassigned phones"
- Find the MAC Address>click Assign>Enter new extension number>Save Assignment

### **To reprogram an extension on a Digium Phone**

- Open a browser and Login as administrator
- Enter User Name/Password
- Click Setup>Digium Phones
- View: Choose "Assign phones and Extensions"
- Find the Extension Number to reprogram, note the MAC Address and click Unassign
- View: Choose "Unassigned phones"
- Find the MAC Address>click Assign>Enter "new" extension number>Save Assignment

### **Assigning a Static IP Address to new phone**

#### PBX

- An extension needs to be assigned to this phone before taking this step
- Login as administrator
- Enter User Name/Password
- Click Setup>Manage
- Choose an extension>Click modify>Phone settings Tab>Advance Phone Options
- Write down "Phone-admin Password"
- Click Server>Connection Status to confirm IP address currently programmed on phones

#### Phone

- Press More twice>Menu>4-Advance settings>enter password>submit
- Press Network Settings>right arrow to change from DHCP to Static
- Use arrow to move cursor and insert Static IP information
- IP: 10.0.50.xxx
- SN: 255.255.0.0
- GW: 10.0.50.1
- DNS: 10.0.0.20 Primary
- DNS: 10.0.0.95 Secondary
- Click Submit
- Make Test call