

Mitel 6869i (Formerly Aastra)

COLOR DISPLAY

With programmable soft keys for easy access to call history, messages, settings and more.



TOP SOFT KEYS

12 programmable/state-based soft keys that support up to 44 features.

BOTTOM SOFT KEYS

4 programmable/state-based soft keys that support up to 18 features.

LED LIGHT

Blinks when you have missed calls or voicemail.



END CALL KEY

HOLD KEY

OPTIONS KEY

MUTE

VOLUME CONTROL

NAVIGATION SELECT

RECENT CALLS KEY
REDIAL KEY

LINE SELECT KEYS

Toggle between lines 1 and 2.

SPEAKER PHONE

Toggle between speaker phone and optional headset accessory.

KEYPAD

Right by You™

888.336.4249
ritterbusiness.com

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ADVANCED CALL HANDLING






PARKING A CALL

Places the call on hold so it may be retrieved from another phone


1. Initiate the transfer by pressing any of the available **CALL PARK** soft keys.
2. To retrieve the call, press the **CALL PARK** soft key that corresponds to the parked call you wish to retrieve.



THREE-WAY CALLING

If you are already connected to the party you wish to conference in, press the **UP** or **DOWN** navigation keys to highlight the conference target and press the  soft key to complete the 3-way conference.

OR If you are not connected to the party you wish to conference in, press the  soft key, enter the conference target's number and press the **DIAL** soft key. At any time, press the  soft key again to complete the 3-way conference.

CALL TRANSFER

1. Ensure you are on active call with the party you wish to transfer.
2. If you are already connected to the transfer recipient, press the **UP** or **DOWN** navigation keys to highlight the recipient and press the  soft key to complete the call transfer.

OR If you are not connected to the transfer recipient, press the  soft key, enter the recipient's number and press the **DIAL** soft key. At any time, press the  soft key again to complete the call transfer.

VOICEMAIL SETUP

1. Press the Voicemail softkey, **OR** dial *318 or your own phone number from your handset.
2. Select a **PIN** number.
3. Record your name.
4. Record a greeting.

TO CHECK MESSAGES

1. Press the Voicemail softkey, **OR** dial *318 or your own phone number from your handset.
2. Enter **PIN** and follow prompts.

	Enable	Disable
Call Forwarding	*72 + 10 Digit Number	*73

CALL HOLD AND RESUME

1. To place a call on hold, press the **HOLD** key.
2. To retrieve the call, press the **HOLD** key again or the **LINE** key corresponding to the line where the call is being held.