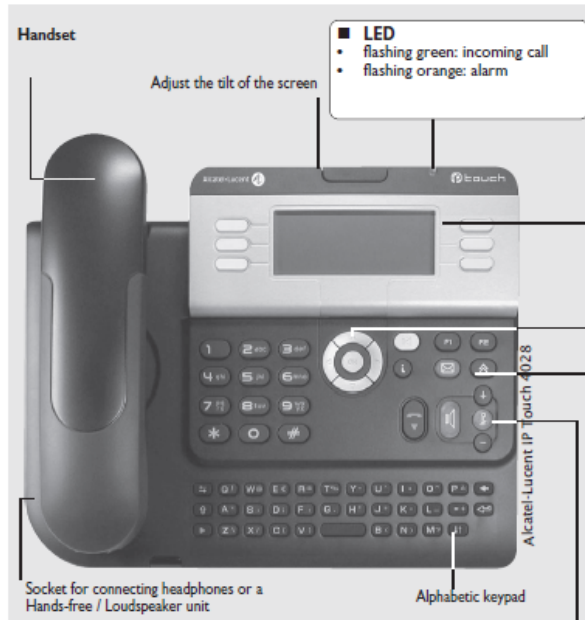


# 4028 User Manual



**Display and display keys**  
 Contains several lines and pages providing information on calls and the functions accessible via the 6 keys associated with the words on the screen.

- Transfer icon:** pressing the key next to this icon allows you to program or change the transfer function.
- Headset connected.**
- Silent mode activated.**
- Appointment programmed.**
- Telephone locked.**

**Display keys:** pressing a display key activates the function shown associated with it on the screen.

**Navigation**

- OK key:** used to validate your choices and options while programming or configuring.
- Left-right navigator:** used to move from one page to another.
- Up-down navigator:** used to scroll through the content of a page.
- Back/Exit key:** to return to previous menu (short press) or return to first screen (long press); during a conversation, provides access to welcome screens (Menu, Info,...) and to return to the conversation icon screens.

**Welcome screens**

**Menu page:** contains all functions and applications accessible via the keys associated with the words on the screen.

**Perso page:** contains call line keys (allowing supervision of calls) and programmable call keys.

**Info page:** contains information on the telephone and the status of its functions: name, telephone number, number of messages, activation of transfer function, appointment reminder, etc.

**Audio keys**

- Hang-up key:** to terminate a call.
- Hands-free/Loudspeaker Key:** to make or answer a call without lifting the receiver.
  - lit in hands-free mode or headset mode (short press).
  - flashing in loudspeaker mode (long press).
- Intercom/Mute key:**
  - During a conversation: press this key so that your correspondent can no longer hear you.
  - Terminal idle: press this key to answer calls automatically without picking up the receiver.
- To adjust the loudspeaker or handset volume up or down**

**Function keys and programmable keys**

- Guide key:** used to obtain information on functions of the 'menu' page and to program key of the 'perso' page.
- Messaging key to access various mail services**  
 If the key flashes, a new voice message or a new text message has been received.
- 'Redial' key:** To access the 'Redial' function.
- Programmable key (F1 and F2 keys)**  
 Lit when the function associated with the key is activated.

**Call display**

**Incoming call.**

**Call in progress or outgoing call.**

**Call on hold\*.**

**Left-right navigator:** used to check calls.

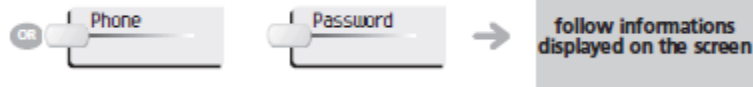
If you get two calls at the same time, you can switch from one call to the other by pressing the display key associated with each call.

## Modifying your personal code

Menu

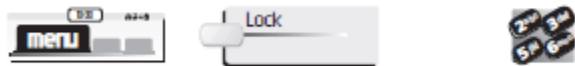


reach the 'menu' page



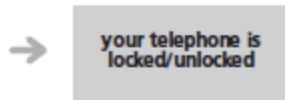
## Lock / unlock your telephone

Menu



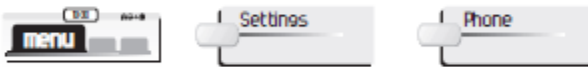
reach the 'menu' page

depending the displayed informations, enter your password or confirm



## Adjusting the audio functions

Menu



reach the 'menu' page



## Adjusting screen brightness

Menu



reach the 'menu' page



increase or decrease the contrast

## Identify the terminal you are on

Info

The number of your telephone is displayed on the 'Info' page.



Access the **Info** page using the navigator.

## Making a call



lift the receiver

OR



hands free

OR



dial directly the  
number for your  
call



*To make an external call, dial the outside line access code before dialling your correspondent's number.*

## Sending DTMF signals

During a conversation you sometimes have to send DTMF signals, such as with a voice server, an automated attendant or a remotely consulted answering machine. The function is automatically cancelled when you hang up.



during a  
conversation



Press down arrow to activate



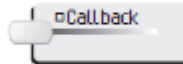
## Redialling



last number redial

## Make a call-back request to a busy number

the number you are calling  
is busy



hang up

## Divert your calls to another number

Dial #1



dial the  
destination  
number



press the ok key if  
programming is not  
automatically recorded;

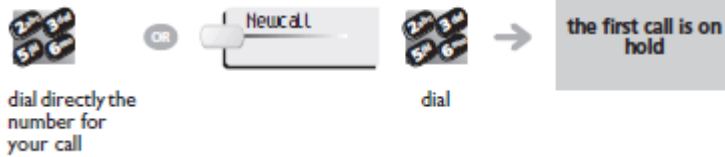
## When you return, cancel all diversions

Dial \*1 to 'cancel or  
deactivate the diversion'

if necessary, confirm  
cancellation of the  
diversion

### Calling a second person during a conversation

During a conversation, to call a second person.



### Transferring a call

During a conversation, to transfer the call to another number:



### Three-way conference

During a conversation, a second call is on hold.

