



Introducing the Cisco IP Phone

The Cisco IP Phone 7940/7960 is a full-feature telephone that provides voice communication over an IP network. This phone functions like a traditional analog phone, allowing you to place and receive telephone calls. This phone also supports features, such as network call forwarding, redialing, speed dialing, transferring calls, placing conference calls, and accessing voice mail.

Cisco IP Phone 7940/7960

The Cisco IP Phone 7940/7960 can be identified by the SIP logo in the upper right corner of the phone LCD screen.

Table 1-1 Cisco IP Phone 7960 Features

| Feature | Description |
|----------------------------|---|
| LCD screen | The IP Phone “desktop” that displays the time, date, your phone number, caller ID, line/call status and the softkey tabs. |
| Line or speed dial buttons | Opens a new line, speed dials the number on the LCD screen, or ends a call. Note The Cisco SIP IP Phone model 7940 has two lines; and the model 7960 has six lines. |
| Footstand adjustment | Adjusts the tilt angle of the phone base. |
| Softkeys | Softkey functions change depending on the status of the phone (for example, when you are on a call or the phone is not in use). The softkey function is shown at the bottom of the LCD screen. |
| <i>i</i> button | Displays online help for a phone key or function. |
| On-screen mode buttons | Provides access to the voice mail system (when available), call histories, directories (when available), phone settings, such as display contrast and ring type, and network configuration and status information. |
| Volume button | Increases or decreases the volume for the currently active voice receiver: handset, headset, or speakerphone. The volume button also controls the ringer volume (if on-hook), and the display contrast of the LCD screen. |
| Function toggle buttons | Toggles the headset, mute, and speaker functions on and off. |
| Scroll key | Enables you to move among different softkey options displayed on the LCD screen. |
| Dialing pad | Press the dial pad buttons to dial a phone number or enter alphabetical characters. |
| Handset | Lift the handset and press the dial pad buttons to place a call, review voice mail messages, answer a call, and perform other phone functions. |

Figure 1-1 Cisco IP Phone 7960 Features

