

Add and Edit Speed Dial Buttons on the SPA525G and SPA525G2 Series IP Phones

Objectives

Speed Dial Buttons are often used to make the process of calling regularly used contacts quicker and with one button. This option is used in place of dialing the entire phone number in.

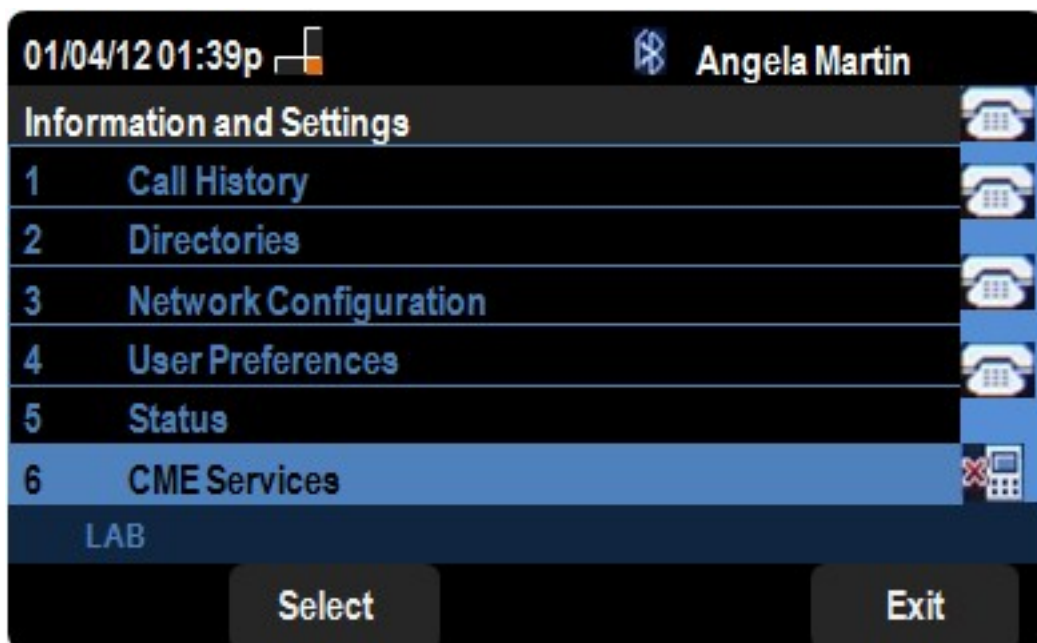
This document explains how to set the speed dial buttons on the SPA525G and SPA525G2.

Applicable Devices

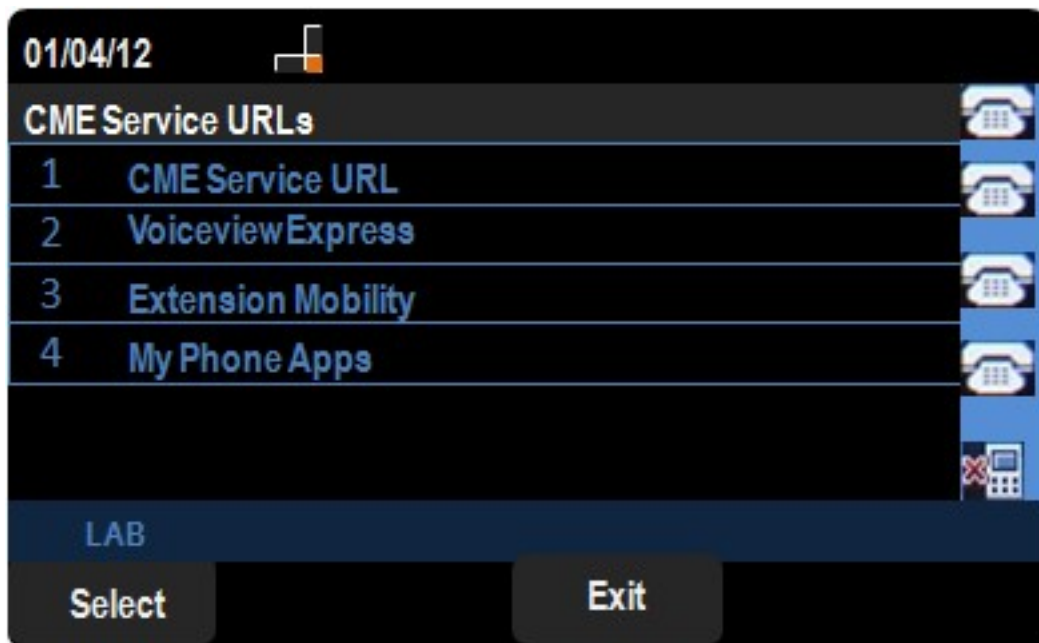
- SPA525G
- SPA525G2

Add and Edit Speed Dial Buttons

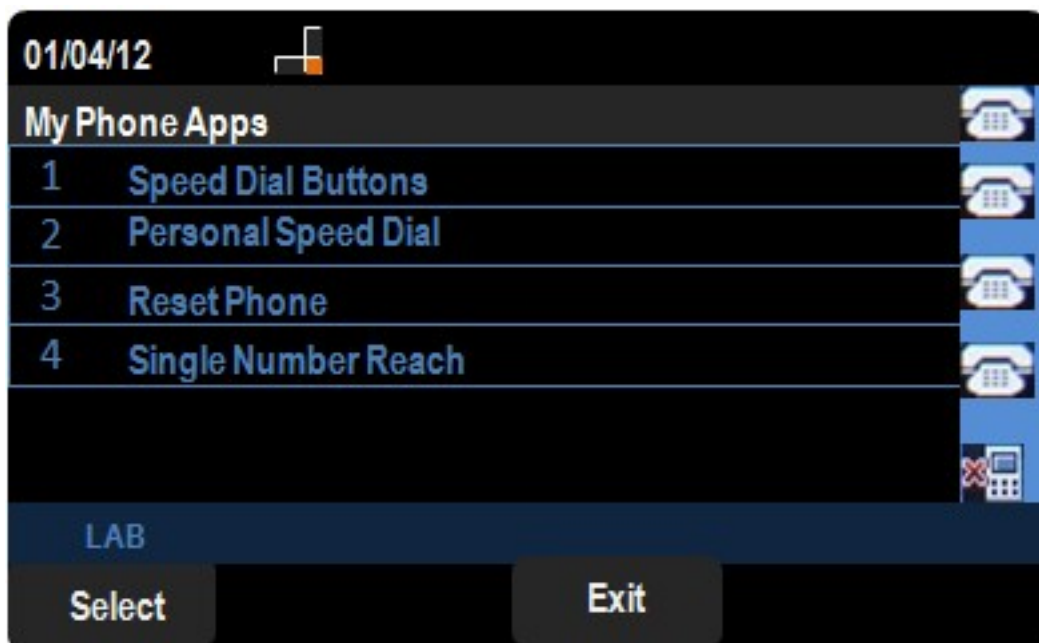
Step 1. Press the Setup icon on the phone.



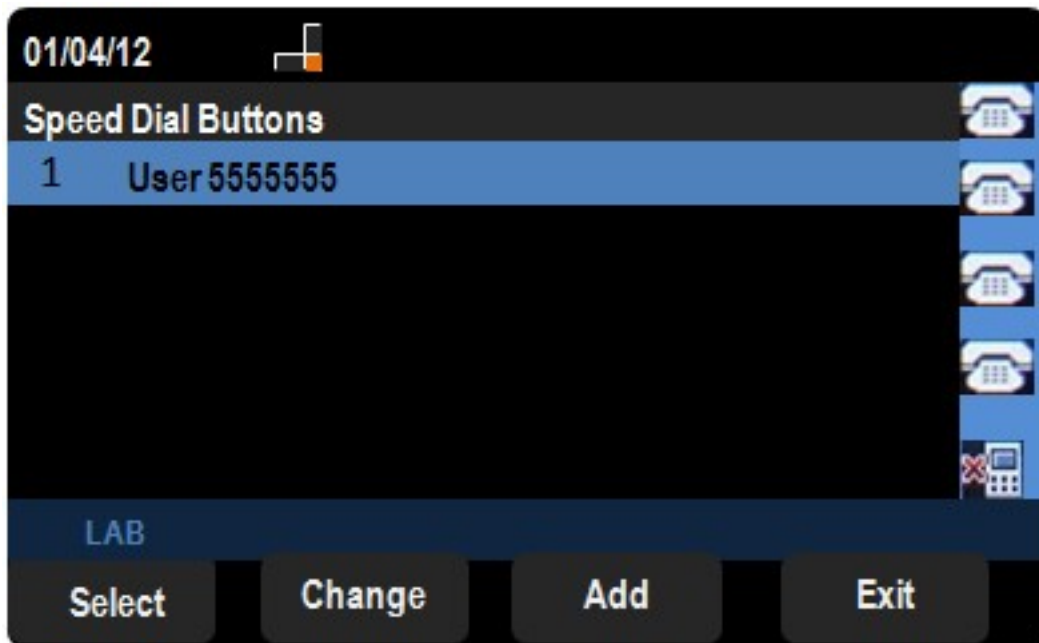
Step 2. Navigate to CME Services and press **Select**.



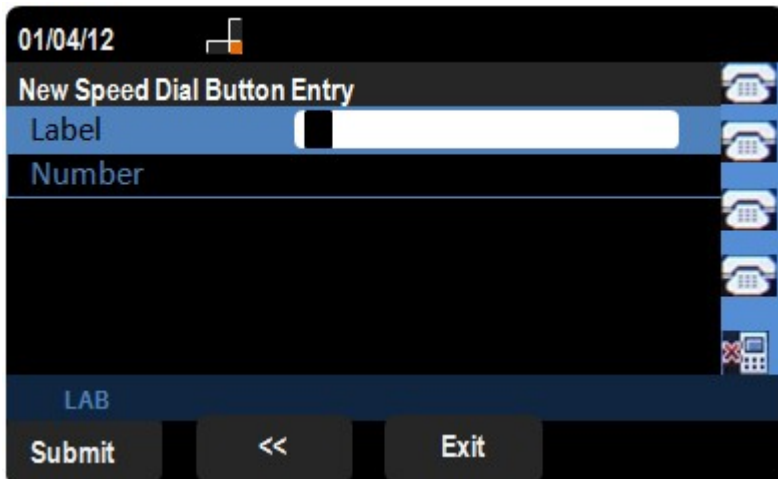
Step 3. Navigate to MyPhoneApps.



Step 4. Press **Select** to open Speed Dial Buttons menu.



Step 5. Press **Add** to add a new speed dial. Press **Change** to edit an existing speed dial.
Note: To delete an existing speed dial press delete and disregard steps six and seven.



Step 6. In the Label field input the name of the contact.

Step 7. In the Number field input the contact's phone number.

Step 8. Press **Submit** to save the changes.