

Cloud VoIP Mitel Phone Installation Guide

PURPOSE

This document will guide you through the basic installation of the Mitel 5320, 5330 and 5340 model IP Phones. Should you have additional phone installation questions or require assistance beyond the scope of this document, please contact Fuse Networks Support at 1-888-676-3873.

HOW TO INSTALL THE MITEL 5320 – 5330 – 5340 IP PHONE

Parts List: Upon unboxing your Mitel IP phone you should have the following

IP Phone Base



Handset



Handset Cord



Data Cable



Stand



Install the stand for desktop:

1. Turn the phone so that the front faces away from you
2. Hold the stand so the flat side is down
3. Hinge the hooks of the base unit into the notches on the back of the phone and snap into place as follows:
 - a. For a high-angle mount, hinge the two lower hooks into the bottom set of notches and snap the two upper hooks into the middle set of notches.
 - b. For a low-angle mount, hinge the two lower hooks into the middle set of notches and snap the two upper hooks into the top set of notches.
 - c. For wall mounting, see the below set of instructions.

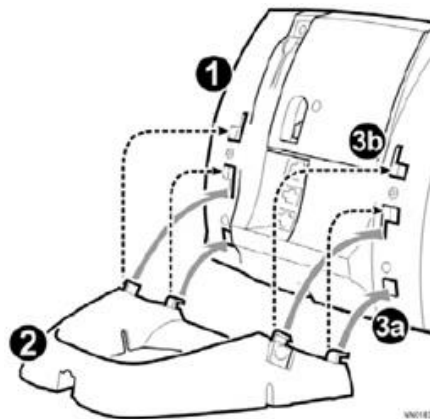


FIGURE 1: INSTALLING THE STAND FOR DESKTOP

Install the stand for wall mounting:

- 1) Turn the base unit so that the hooks on the flat edge of the base unit bend toward the top edge of the phone. Hinge the two upper hooks into the top set of notches and snap the two lower hooks into the middle set of notches on the back of the phone.
- 2) Plug the phone cord into the wall jack.
- 3) Place the base unit on the wall plate post, and then push down until the unit is firmly seated.
- 4) Using your index finger, lift the clip (from the top) located below the hook switch, turn the clip 180 degrees, and then let the clip snap into place to form a hook. (The hook keeps the handset in the cradle when the phone is wall mounted.)

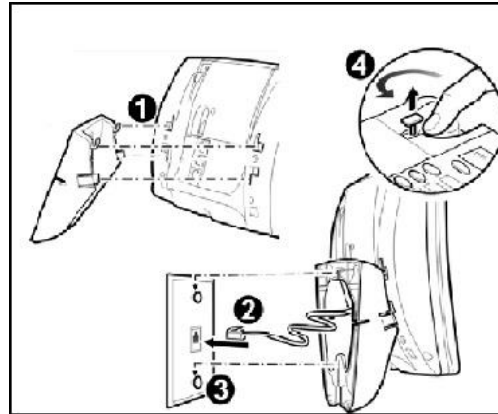
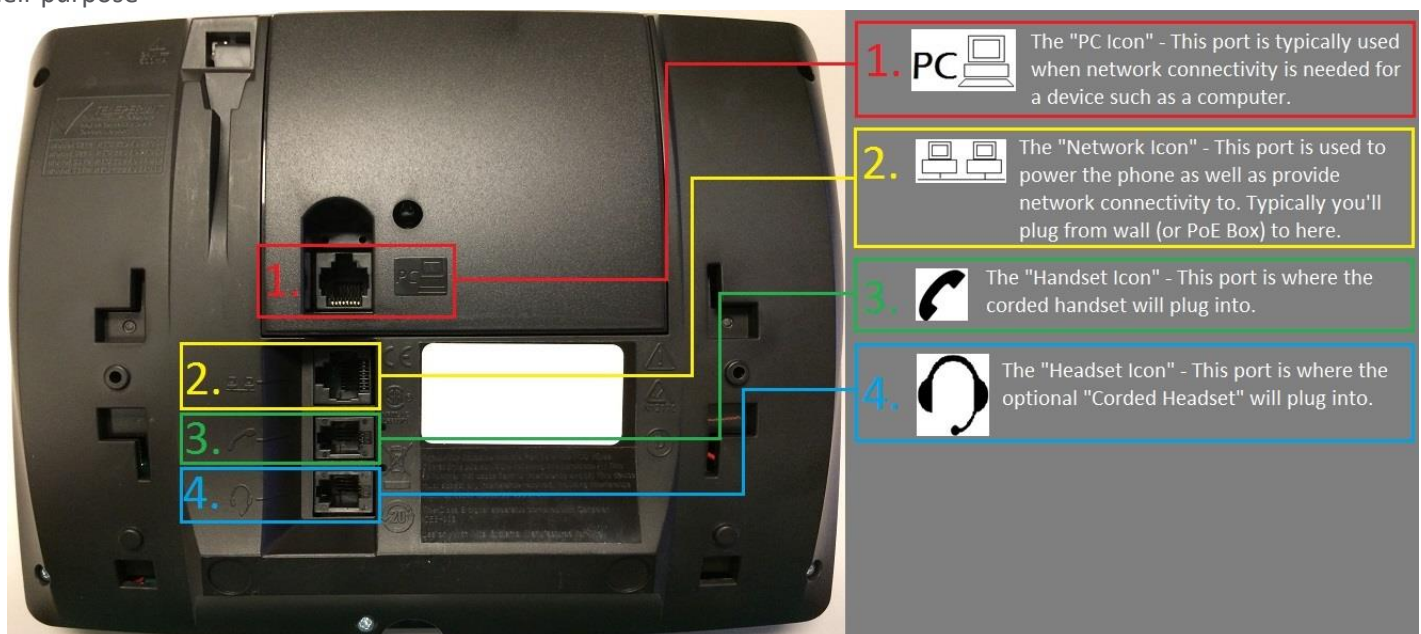


FIGURE 2: INSTALLING THE STAND FOR WALL MOUNTING

Making the connections: The diagram below was designed to familiarize you with the icons on the back of the phone, and their purpose



1. The "PC Icon" port on the phone (Labeled number 1 in **Red**) is sometimes used to provide a computer or terminal a data connection.
2. Plug the data cable from the wall through the hole in the base and into the "Network Icon" port on the phone (Labeled number 2 in **yellow**). If the jack on the wall is ready, you'll see the phone power up with activity. (See below for more information.)
3. Plug the long end of the handset cord through the hole in the base and into the "Handset Icon" port on the phone (Labeled number 3 in **green**). Then plug in the other end of the handset cable into the handset itself.
4. The "Headset Icon" port (Labeled number 4 in **blue**) can be used for an externally connected headset and requires a headset key to be programmed.

The phone is powering up, now what?

- a) All that is needed here is to simply wait.
- b) You'll notice that the phone may say "Upgrading Flash – DO NOT POWER DOWN!" this is normal.
- c) Typically, this process could take as long as 5 to 10 mins to complete. It's usually best to move on to the next phone while this phone obtains its upgrades and comes online.
- d) When the phone is in service the display looks like the picture to the right.

Quality Assurance Testing:

- a) Ensure you can make and receive:
 - An outside call: Pick up the handset, press 9 then dial a 10-digit phone number. Ensure call audio is present for both parties on the call.
 - An inside call: Pick up the handset and dial one of the internal 4-digit extension numbers. Confirm voice quality is acceptable.

