USER GUIDE

Enterprise IP Solutions OfficeServ EasySet V3



Every effort has been made to eliminate errors and ambiguities in the information contained in this guide. Any questions concerning information presented here should be directed to SAMSUNG TELECOMMUNICATIONS AMERICA, 1301 E. Lookout Dr. Richardson, TX. 75082 telephone (972) 761-7300. SAMSUNG TELECOMMUNICATIONS AMERICA disclaims all liabilities for damages arising from the erroneous interpretation or use of information presented in this guide.

Samsung Telecommunications

Publication Information

SAMSUNG TELECOMMUNICATIONS AMERICA reserves the right without prior notice to revise information in this publication for any reason. SAMSUNG TELECOMMUNICATIONS AMERICA also reserves the right without prior notice to make changes in design or components of equipment as engineering and manufacturing may warrant.

Copyright 2010

Samsung Telecommunications America

All rights reserved. No part of this manual may be reproduced in any form or by any means—graphic, electronic or mechanical, including recording, taping, photocopying or information retrieval systems—without express written permission of the publisher of this material.

PRINTED IN USA

TABLE OF CONTENTS

Introduction	Chapter 11
What is OfficeServ EasySe	t?1
Installation	Chapter 22
Things to Know Before Ins	tallation 2
Keyphone Requiremen	
PC Requirements	
OfficeServ EasySet Co	nnection Map 3
How to Install OfficeServ E	asySet
Configuration	Chapter 36
Gathering Configuration In	Iformation6
Configuring IIS Settings	
Configuring OfficeServ	EasySet in IIS 5.1
Configuring OfficeServ	EasySet in IIS 6.010
Configuring OfficeServ	EasySet in IIS 7.015
Configuring OfficeServ	EasySet in IIS 7.5
Configuring Folder Permiss	sions
Setting Program Folde	r Permissions
Setting Web Folder Pe	rmissions25
Disabling Simple File S	iharing28
Configuring OfficeServ Eas	ySet
Assigning Administrati	ve Rights
Launching OfficeServ E	EasySet31
Configuring Settings	
Operation	Chapter 4
Connecting OfficeServ Eas	ySet
Using the Web Interface	
Finding the EasySet IP	Address
Loading the EasySet W	/eb Interface
The EasySet Home Pag	је
Button Programming a	nd Reprogramming40
Locking and Unlocking	Your Keyset
Changing Your Keyset	Pass Code42
Changing Call Forward	ing43

Setting Your Keyset Name	44
Configuring Speed Dial Numbers	44
Configuring Your Time and Date Display	45
Setting or Cancelling Programmed Messages	45
Setting Alarms on Your Keyset	46
Short Messaging With EasySet	46
EasySet Help	47
Configuring Your Answer Mode	48
Configuring Miscellaneous Station Options	48
Changing Your Keyset Volume	49
Setting up Text Messages	50
Configuring Caller ID Display Options	51
Choosing Large-Screen Phone Display Options	52
Setting Your Keyset Language	52
Setting Your Executive State	53
Viewing your EasySet Schedule	53
Viewing Your Call History	54
Viewing the Executive Wallboard	54
Setting Executive Wallboard Options	55
Disconnecting OfficeServ EasySet	56
Disconnecting Without Exiting OfficeServ EasySet	56
Disconnecting and Exiting OfficeServ EasySet	56
Coffeense License Areasense to ad Limited Monarthy	
Soltware License Agreement and Limited Warranty	

INTRODUCTION

CHAPTER 1

What is OfficeServ EasySet?

OfficeServ EasySet is a web based personal keyset administration tool that allows users to configure a variety of options on their keyset. OfficeServ EasySet provides an easy-to-use tool for OfficeServ 7000 Series system users to configure options such as speed dial numbers, call forwarding, button programming, and more.

OfficeServ EasySet communicates with up to eight OfficeServ 7000 Series systems through the OfficeServ Link application, allowing multi-system applications to take advantage of the OfficeServ EasySet interface without the need to support multiple web servers.

OfficeServ EasySet allows users to manage features such as:

- Programmable buttons
- Station locking
- Call Forwarding
- Station name
- Speed dial numbers
- Keyset password
- Date display format
- Programmed status messages
- Station-to-Station messaging
- Station volume
- Caller ID display options



Be careful when installing OfficeServ EasySet in multi-site locations; data routing issues and/or data latency may hinder performance and cause unintended errors in the application. Multi-system connections are intended primarily for single-site multi-system locations, such as a corporate headquarters.

CHAPTER 2

INSTALLATION

Things to Know Before Installation

Keyphone Requirements

OfficeServ EasySet is compatible with any of the OfficeServ 7000 Series keyphone systems, including:

- OfficeServ 7030
- OfficeServ 7100
- OfficeServ 7200-S
- OfficeServ 7200
- OfficeServ 7400

PC Requirements

The OfficeServ EasySet application is web based, so it requires a version of Windows that supports the Internet Information Services (IIS) module. It is strongly recommended that you run OfficeServ EasySet on the same PC as the OfficeServ Link application, and that this machine be dedicated solely to Samsung applications. This PC must meet the following **minimum** requirements (multi-system requirements may be higher):

Operating System	Microsoft® Windows XP or higher including but not limited to: Windows 7, XP Professional, Vista, 2003, and 2008 With Internet Information Services (IIS) installed	
CPU	Pentium 4 - 1.6 GHz	
RAM	1 GB	
Hard Disk Space	20 GB	



OfficeServ EasySet is only supported on Microsoft® Windows operating systems. Samsung will not support OfficeServ EasySet on Mac OS® or Linux systems.



Local Administrator rights are required in order to install $\underline{\textbf{and}}$ operate OfficeServ EasySet.

Windows 7, Vista, and XP limit the number of simultaneous web Internet Explorer may use more than 1 connection per user which means that a maximum of 10 users at a time (and possibly less) may log into If you intend to have OfficeServ EasySet available to all users it is strongly recommended that you install it on a server version of Windows (2003 or



connections to 10.

Users connect to OfficeServ EasySet using the Internet Explorer web browser that ships standard with Windows operating systems. OfficeServ EasySet collates those connections and passes them to OfficeServ Link to be delivered on to the system. This is done in order to minimize the volume of requests made to OfficeServ Link (and thereby increase the performance of it). This may cause a 1- to 2-second delay between a user saving changes and the system receiving those changes.

OfficeServ EasySet on these operating systems.

2008) where unlimited connections are allowed.



How to Install OfficeServ EasySet

Installing OfficeServ EasySet is a fairly simple, straightforward process. Every effort has been made to ensure a fast and trouble-free installation. To begin, obtain the OfficeServ EasySet setup file from your authorized Samsung installation company.

Double-click the file to launch the setup. Initialization of the setup will begin. Proceed with installation by configuring the following settings:

1. Choose the language you wish to read the End User License Agreement (EULA) in and then click Next. The default setting is United States (English).



2. Carefully read the EULA and accept (Click Yes) or reject (click No) the agreement.



3. Select or confirm the location where OfficeServ EasySet will be installed and then click Next. The default location is C:\Program Files\Samsung Electronics\OfficeServ EasySet V3.



4. Once all files have been installed the EasySet website will be created and configured in IIS. A message will appear alerting you how to log in to the website. This is covered in depth in Chapter 5, so click OK to proceed.

SetupVi	rtuaDIR 🛛 🛛 🔀
(į)	To Logging into EasySet, After executing the web browser, input the following URL address. http://localhost/EasySet or http:// <server address="" ip="">/EasySet.</server>
	(OK

5. The SCKP3 database will be installed next. This is the database used to store temporary keyset data during web sessions. After setting up the SCKP3 database the installation is done and a screen will appear alerting you to click Finish to exit setup.



CHAPTER 3

CONFIGURATION

Gathering Configuration Information

Configuration of OfficeServ EasySet happens in three steps:

- 1. Configure IIS Settings
- 2. Configure Folder Permissions
- 3. Configure OfficeServ EasySet Options

IIS settings ensure that the EasySet website is configured properly to allow you access to it. This is important because there are currently 4 versions of IIS supported by Microsoft, and the configuration options for each are different.

Configuration of folder permissions is important because it determines the availability of the EasySet website to anonymous user and ensures that all pages work as intended.

The remaining OfficeServ EasySet options are configured by launching the application, and include options such as OfficeServ Link address and system password.

Configuring IIS Settings

Internet Information Services (IIS) is the Microsoft component that allows a PC to act as a web server. Microsoft Windows currently supports 4 versions of IIS depending on which Windows version you are running, as shown below.

OPERATING SYSTEM	IIS VERSION
Windows XP Professional, Windows XP Media Center	V5.1
Windows 2003	V6.0
Windows 2008, Windows Vista (Home Premium, Business, Enterprise, Ultimate)	V7.0
Windows 2008 R2, Windows 7	V7.5



The installation process for IIS is also operating system dependant. For details on installing IIS on your system consult Microsoft's documentation.



In order to install OfficeServ EasySet on a PC running IIS 7.0 or higher you must ensure that all **IIS 6 Compatibility** options are also installed.

Configuring OfficeServ EasySet in IIS 5.1

Begin by launching the IIS Admin Panel:

1. Click Start.



2. Click Control Panel.



3. Click Performance and Maintenance.

Control Panel		
file gdt yew figvorites for	a Reb	
Q 144 . Q . 3 5	Search 😥 Folders 🔟 + 👸 Folder Sync	
Agithese Penel		er 🛃 🐱
Control Pased	Pick a category	
Switch to Classic View	Appearance and Themes	Printers and Other Hardware
See Also	Retwork and Interset Connections	User Accounts
Options	Add or Remove Programs	Date, Time, Language, and Regional Options
	Sounds, Speech, and Audio Devices	Accessibility Options
	Performance and Maintenance	Security Center
		🖳 My Computer

4. Click Administrative Tools.



5. Double-Click Internet Information Services to launch the IIS Admin Panel.



6. Expand Local Computer.



7. Expand Web Sites.



8. Expand Default Web Site.



9. Right-click EasySet and choose Properties.

rie Action View I	Help			
	200	F # 11		
1 Internet Information	Services	Computer	Local Version	Şti
Web Sites	ieb Site fo rs	ALV017525 (local computer)	Yes 115 V5.1	
* 😵 🔤 * 📄 expr * 🔄 FTP Stes	Explore Open Browse			
	New All Tasks	:		
	Delete			
	Properties	\mathbf{D}		
	Help			

10. Change the Application Protection field at the bottom of the page from Medium (Pooled) to Low (IIS Process). This ensures that the web interface can communicate with the server component that communicates with OfficeServ Link.

PITP Hea	aders	Custore Errore	ASP.NET
Virtual Direc	tory	Documents	Directory Security
When connect	ting to this re	source, the content should con	ne from:
	OAge	ectory located on this computer	3
	OAth	are located on another comput	#
	OAm	direction to a URL	
ocal Path.	C\lb	tpub/EasySet_KP3	Browne
Soript source	e access	C Log yists	
Script source Bead Write Directory by Coplication Set	e access owsing lings	Log yjets jydex this m	NUTO
Solpt source Bead Wite Directory by pplication neg	e access swaing ings je: E	Uog yints	Rgmove
Solpt source Bead Write Directory by oplication neg Rating point	e access ovarg ings g: E d	Eng yets Jodes this res anySet Default We - EanySet	Rgmove
Soript source Bead Write Descript for Application Set Application neg Stating point Execute Elemis	e access ovaing ings g: E d sons: G	er Log yeta des this es anySet Default We_\EanySet	Remove
Sorpt source Bead Utte Directory by pplication Sett pplication neg Nating point isecute Eemis splication Prot	e access overing lings gr. [] econs: [] lector []	edum (Pooted)	Renove Configuration_

11. Click Configuration.



12. Click the Options tab.



PAGE **9**

13. Check the Enable parent paths checkbox if it isn't already checked and click OK.



14. Locate the ASP.NET tab. If the tab doesn't exist you will need to visit the Microsoft web site to download the .NET Framework 1.1 or higher.



15. After verifying the ASP.NET tab exists, click OK. IIS is now properly configured and you can proceed to setting up folder permissions.

Configuring OfficeServ EasySet in IIS 6.0

Begin by launching the IIS Admin Panel:

1. Click Start.



2. Click Administrative Tools.



- PAGE **11**
- 3. Click Internet Information Services (IIS) Manager to launch the IIS Admin Panel.



4. Expand Local Computer.



5. Expand Web Sites.



6. Expand Default Web Site.



7. Right-click EasySet and choose Properties.



8. Click Configuration.



9. Click the Options tab.



10. Check the Enable parent paths checkbox if it isn't already checked and click OK.

Application Configuration
Mappings Options Debugging Application configuration
Derson meout: 20 minutes
ASP script timeout: 290 seconds
Monifest (fie name:
OK Cancel Help

11. Locate the ASP.NET tab. If the tab doesn't exist you will need to visit the Microsoft web site to download the .NET Framework 1.1 or higher.



12. After verifying the ASP.NET tab exists, click OK. From the IIS Admin Panel expand Application Pools.

🐌 Internet Information Servic	es (IIS) Manager		_O×
5 File Action View Window	Help		_8×
← → € 📆 × 🛱 0	🗟 🔮 🗷 🚊 🕨 🔳	ll	
bitmet information Service bitmet information Service bitmet (Incompared Incompared In	Description Descr	Path Cofeal Web Stack Core at Web Stack Core at Web Stack Core at Web Stack Core at Web Stack Dearwore Cofe	

13. Right-click DefaultAppPool and click Properties.



14. Click the Identity Tab.

DefaultAppPool Properties	<u>? ×</u>
Recycling Performance Healt Identity	
Recycle worker gracesses (in minutes):	* 120
Recycle worker process (number of requests):	× 35000
Recycle worker processes at the following times:	
A <u>d</u> d	
Regove	
Edt	
Memory recycling	
Recycle worker process after consuming too much memory:	
Maximum virtual memory (in megabytes):	× 500
Maximum used memory (in megabytes):	× 192
	1
UK Cancel Apply	Help

- PAGE **14**
- 15. Change the Predefined field from Network Service to Local System and click OK.



16. A message appears alerting you that Local System should only be used when necessary. Click OK to accept the change.



17. In the IIS Admin Panel click Web Service Extensions.



18. Select Active Server Pages and then click Allow. If any listings exist for ASP.NET (such as ASP.NET vX.X.XXX) select each of them and click Allow also.



19. IIS is now configured properly and you can proceed to setting folder permissions.

Configuring OfficeServ EasySet in IIS 7.0

Begin by launching the IIS Admin Panel:

1. Click Start.



2. Click Control Panel.



3. Click System and Maintenance.



4. Click Administrative Tools.



5. Double-click Internet Information Services (IIS) Manager to launch the IIS Admin Panel.



6. If User Account Control is enabled a message will appear asking you to confirm the action. Click Continue.

7. Expand the (*ComputerName*)-PC link in the upper left.

8. Expand Sites.

00 14 · 1906+40		a =
Eta Xinu Help		in the
Concessor	Performance in the second seco	Many function ■ Total ■ Total
	Calify California Calify California California Management Factors Termin	

9. Expand Default Web Site.

10. Right-click EasySet and choose Manage Application, then Advanced Settings.

11. Click the Application Pool field and then click the [...] button.

12. Change the Application Pools field from DefaultAppPool to Classic .NET AppPool and click OK, then OK again.

13. In the IIS panel of the Home screen double-click ASP.

14. Change the Enable Parent Paths field from False to True and click Apply in the upper right.

15. Click Application Pools then click Classic .NET AppPool.

16. Click Advanced Settings... on the right-hand side.

Ein Yenn Belg Interestettion • • • 1 10/103-PC Harger-PC/oper • • • Application Park • • • Ime	Applicat	tion Po	ols apritation, cat	pplication peok of lain one or ritors by	the server. Applicat ploations, and prov	on de	Actions Actions Fuel Les Austrianes Fuel Application Paul Table 3 2011
	Terre Dener ART Av. Defuddigehen	2 John Jones	All Troom. vill vill	m gil (Doog by Maraged Figet, Chant 3rtograted	Sdardfy Portecel Senice Pietwoot Senice	***	Anyo, A
· ·	• ()	Contra (A					

17. Click the Identity field and then click the [...] button.

18. Choose LocalSystem from the Built-in Accounts field and click OK, and then OK again.

19. IIS is now configured properly and you can proceed to setting folder permissions.

Configuring OfficeServ EasySet in IIS 7.5

Begin by launching the IIS Admin Panel:

1. Click Start.

•
bcslab
Documents
Pictures
Music
Games
Computer
Control Panel
Devices and Printer
Default Programs
Help and Support
Contract of

2. Click Control Panel.

-			
🥶 Wind	ows Media Center	- 1	
Celcu	lator		
Sticky	Notes		
Snipp	ing Tool		
Paint			
Remo	te Desktop Connec	tion	Games
Mag	ifier	6	Control Panel
Sella	ire		
Corrico	eServ EasySet V3		
 All Pri 	ograms		
Search pr	oproves and files	ρ	• Shut down • P

3. Click System and Security.

🔾 🧐 + Control Panel +				49 Search Control Panel	
A	and an employed and the		Wass by: Category		
	System and Security Review your computer's status Back up your computer	82	Jeer Accounts and Family Safety Add or remove user accounts Set up parental controls for any user		
•	Network and Internet View network status and tasks Choose homegroup and sharing options	-	Appearance and Personalization Usinge the theme Usinge desitop background idjust screen resolution		
	Hardware and Sound View devices and printers Add a device Add a device	S	Sock, Language, and Region Sange keyboards or other input methods Sange display larguage		
Ŕ	Programs Uninstal a program	G	ase of Access at Windows suggest settings Optimize-visual display		
			Delta	" come "	39.29 A

4. Click Administrative Tools.

🕞 🗣 🗣 Control Panel 🛛	System and Security a	4 Search Control Pariel	
Control Panel Home System and Security Naturolic and Internat	Action Center Facine you computer's datas and reaches insues		
Hardware and Sound	Check Freewall status Allow a program through Windows Freewall		
Juer Accounts and Family lafety Appearance and	System Vitro amount of RAM and precessor speed Check the Windows Equationce Index (PAM) concerning access Sas the name of this computer (PAM) Device Manager		
Personalization Clock, Language, and Region	Windows: Update Turn automatic updating on or off Check for updates View installed updates		
Ease of Access	Power Options Ounge latting unique in a password when the computer wates Ounge what the power buttom do Change when the computer steeps		
	Backup and Restore Backup your computer Restore files from backup		
	On Distance Principles of the end of the second secon		
C	Administrative Tools Test op die base – Deferment upper drive – 🐨 Create and format hard disk partitions		
A 190			32.29 AM

5. Double-click Internet Information Services (IIS) Manager to launch the IIS Admin Panel. This will be listed after Internet Information Services (IIS) 6.0 Manager.

Contra . contra	Francis System and accurdy Francisco and	014			• • • • • • • • • • • • • • • • • • • •		
Irganize - Burn						10. •	
T Favoritas	Name	Date modified	Туре	Size			
Desktop	Component Services	7/13/2009 11:46 PM	Shortcut	2 8/8			
Downloads	Computer Management	7/13/2009 11:41 PM	Shortcut	2.68			
31 Recent Places	Data Sources (ODBC)	7/13/2009 11:41 PM	Shortcut	2 KB			
	Event Views	7/13/2009 11:42 PM	Shortcut	2 KB			
Libraries	Internet Information Services (IIS) 6.0 Ma	2/2/H 0 19:55 AM	Shortcut	2 KB			
Documents	Internet Information Services (IIS) Manager	2/23/2010 9 15 AM	Shortcut	2 KB			
Music	CCII Initiator	201 .09 1141 PM	Shortcut	2 KB			
Pictures	Local Security Policy	2/23/2010 11:31 AM	Shortcut	2 KB			
Videos	Performance Monitor	7/13/2009 11:41 PM	Shortcut	2 KB			
	Gei Print Management	2/23/2010 11:31 AM	Shortcut	2 KB			
Computer	Services	7/13/2009 11 41 PM	Shortout	2 KR			
	System Configuration	7/13/2009 11:41 PM	Shortcut	2 KB			
Network	Tack Scheduler	7/13/2009 11 42 PM	Shortcut	2 KR			
	Windows Firewall with Advanced Security	7/13/2009 11-41 PM	Sector	2.68			
	Windows Memory Disonastic	7/13/2009 11 41 PM	Shortout	2 KR			
	Windows Proser/Dail Medales	7/13/2009 11:52 PM	Shortout	1.08			
16 items							

6. Expand the (ComputerName)-PC link in the upper left.

7. Expand Sites.

conter 1 2	us •					
Yew Hep						Actions
(19804 ((518) - (98))	Sites	20.0				Add Web Ste Set Web Ste Defaults
Application Pool	Nome	• 66 5	Status	Binding	Pat	● Нер
- 🔮 Defaits in rite	Cefault Web Site	1	Started (M.,	180 (H4U)	115	
	×				,	

8. Expand Default Web Site.

9. Right-click EasySet and choose Manage Application, then Advanced Settings.

10. Click the Application Pool field and then click the [...] button.

11. Change the Application Pools field from DefaultAppPool to Classic .NET AppPool and click OK, then OK again.

12. In the IIS panel of the Home screen double-click ASP.

G G I G CORR + SA	tes + Delaut mes see	· Layser ·					
Ein Yaw Help Connections Conn	/EasySt	et Home • 188 ar - 5 • 186 ar - 5	Shaw <u>A</u> E C	nup by A	to EnerPages	• 11.	Actions Open Feature Edit Porningions. Basic Settings. Vien Virtual Directories Manage Application
	Heofler Heofler Report Fibeing Management	TTP Logging FOR ettings	MINE Types	Modules	Output Ceching		Browne Application Browne 195 (http) Advanced Statings. Help Online Help

13. Change the Enable Parent Paths field from False to True and click Apply in the upper right.

14. Click Application Pools then click Classic .NET AppPool.

15. Click Advanced Settings... on the right-hand side.

CILLAR .	Apprention Pools						
Ele Yew Hep							
Connections CTLA84 (ct/ob// locsink) CTLA84 (c	Applical This page lets you vie peels are associated isolation among offer Fiber	tion Po w and man with worke rent applic	OIS ope the lat of a processes, cont ation.	pplication pools or tain one or more ap	the server. Application plications, and provide		Actions Add Application Pool Set Application Pool Default Application Pool Tasks b Start B Start B Stare
	Nerre	2.64	NET Fram.	Managed Pipel.	Identity	Ap.	2 Recycle.
	Classic NET Ap.	Sated	+2.0	Classic	ApplicationPeolid.	1	Edit Application Pool
	DefaultäppPool	Stated	-20	Integrated	ApplicationPoolid.	•	Besic Settory Recycling Advanced Settings Remove
							View Applications
							Hep Online Help
	(K)	_					

16. Click the Identity field and then click the $[\dots]$ button.

17. Choose LocalSystem from the Built-in Accounts field and click OK, and then OK again.

18. IIS is now configured properly and you can proceed to setting folder permissions.

Configuring Folder Permissions

In order for IIS to connect a user to the EasySet web pages or log them in to the system the user must have certain file access permissions. Setting these permissions ensures users won't receive any errors or missing interface elements when connecting.

OfficeServ EasySet installs in 2 separate locations. The first is the program folder, which is what you set in step 3 of the installation process in the previous chapter. The second location is the folder where the web site files are stored. This location is c:\inetpub\EasySet_KP3. We must set the proper permissions for both locations to ensure proper operation of the web interface.

These instructions assume a basic default installation of IIS. If your PC administrator has made significant changes to the IIS defaults (such as changing the Internet Guest account) you will need to consult them on setting the proper permissions.

Setting Program Folder Permissions

1. Click Start, then My Computer (or Computer on Windows 7/Vista/2008).

2. Double-click the (C:) drive.

3. Double-click Program Files.

4. Double-click Samsung Electronics.

	Compag	MSXML 4.0
File and Folder Tasks	ComPlus Applications	NetMeeting Online Services
💋 Make a new folder	Diskaper Corporation	
Publish this folder to the Web	Greenshot	Program Shortcuts Control Con
😂 Share this folder	HighMAT CD Writing Wizard	Carl RealVNC
	🛅 InstallShield Installation Info	ormation Cansung Electronics
Other Places	Internet Explorer	C SAP
Co Local Dick (Cr)	Java 🧰	CanSoft
Cocar Disk (Ci)	🗀 JXplorer	C SmidgeonSoft
My Documents	lotus	ColarWinds

5. Right-click OfficeServ EasySet V3 and choose Properties.

6. Click the Security tab.

If the Security Tab doesn't appear you will need to disable Simple File Sharing. Instructions for doing this can be found on page 28.

7. Click Add... (In Windows 7/Vista/2008 you will need to click Edit... first).

8. Click Advanced.

Users Gauge or Bullio security provinals	Object Top
From this location	Capitor ()
bracticom	Location
Enter the object manes to select (examples)	
	Deck Na

9. Click Locations.

PAGE 25

10. Select the top item in the list (if more than 1 item is listed) and click OK.

11. Click Find Now, then scroll down and click the IUSR account name (IUSR in Windows 7/Vista/2008, IUSR_(*ComputerName*) in all others) and click OK, then OK again.

Select this object	type:	
Users, Groupe, o	r Bult in security principals	Object Types
From this location	1	Contraction of the
CTILAB3		Locations
Common Querie	4	
		1
	Data with +	Find Nov
		Stre
n		200
		20
		~~
		~*
-		
		CK Carol
Name (FIDN)	In Folder	CK Carcel
Nome (RDN)	In Folder CTIL483	OK Carol
Nome (FIDN) HelpAssistant Z HelpServices	In Folder In Folder In LAB3 In LAB3	OK Carol
Name (RDN) HolpAssistant HolpServices INTERACTIVE	In Folder CTLAB3 CTLAB3	Carcel
Name (PDN) HolpAssistant 2 HolpAssistant 2 Hol	In Folder CTUARS CTUARS	(K) Carcel
Name (PDN) HelpAssistant HelpServices INTERACTIVI USBELINGG	In Faker CTLABB CTLABB CTLABB CTLABB	Carcel
Name (RDN) B HelpAssistant B HelpAssistant HelpAssistant HelpAssistant HelpAssistant HelpAssistant HelpAssista	In Fakter CTLAB9 CTLAB9 CTLAB9 CTLAB9 CTLAB9	CK Carcel
Nome (RDN) HelpAssistant HelpServices Internactive DISHENNOO LICCAL SERV. INE TWORK	h fabe CLUAD CLUAD CLUAD	() Cancel
None (FIDN) HelpAssister HelpServices INTERACTIVI LICEAL SERV NETWORK Network Confi	In Fadar CTUAB9 CTUAB9 CTUAB9 CTUAB9	CK
Name (RDN) HelpAssistant HelpService NETERACTION LOCAL SERV Network Cont Network Cont Network Cont	h Talaw CTU49 TU49 TU49 TU49 Tu49 Tu49	(R) Cover

12. Check the Allow Full Control box and then click OK.

Setting Web Folder Permissions

1. Click Start, then My Computer (or Computer on Windows 7/Vista/2008).

2. Double-click the (C:) drive.

3. Double-click Inetpub.

4. Right-click EasySet_KP3 and choose Properties.

5. Click the Security tab.

If the Security Tab doesn't appear you will need to disable Simple File Sharing. Instructions for doing this can be found on page 28.

6. Click Add... (In Windows 7/Vista/2008 you will need to click Edit... first).

7. Click Advanced.

elect this object type:	
Users, Groups, or Built in security principals	Qbject Types
pon this location:	
baseti.com	Locations
(nter the object names to select (examples)	
	 Dirick Name

8. Click Locations.

9. Select the top item in the list (if more than 1 item is listed) and click OK.

10. Click Find Now, then scroll down and click the IUSR account name (IUSR in Windows 7/Vista/2008, IUSR_(*ComputerName*) in all others) and click OK, then OK again.

11. Check the Allow Full Control box and then click OK.

Disabling Simple File Sharing

Simple File Sharing is a feature of client versions of Windows (Windows 7/Vista/XP) that makes home networking easier, because it prevents you from having to manually configure user permissions when people connect to your PC.

To configure folder permissions properly for OfficeServ EasySet you must have direct access to the security permissions tab, which requires you to disable Simple File Sharing. If necessary you can re-enable the option after setting the folder permissions in the above procedures. To disable it:

1. Click Start, then My Computer (or Computer on Windows 7/Vista/2008).

2. Click the Tools menu and choose Folder Options. In Windows 7 and Vista you will click Organize and then choose Folder and Search Options.

3. Click the View tab.

4. Scroll down all the way to the bottom and uncheck the Use Simple File Sharing option and then click OK. In Windows 7 and Vista the option is called Use Sharing Wizard.

PAGE 30

Configuring OfficeServ EasySet

To configure OfficeServ EasySet you will need to first launch the program. It is important to note that OfficeServ EasySet **must** run with Administrator privileges. This is because it must be able to take input from, and send input to, the web interface and Windows limits this ability to applications running with Administrative rights.

Assigning Administrative Rights

In Windows XP and Windows 2003 this simply means the program must be run while logged in as a user with local administrator rights. In Windows 7, Vista, and 2008 you must manually flag the program to run as an administrator. To do this perform the following procedure:

1. Right-click the desktop icon and choose Properties.

2. Click Advanced.

Security	Detai		Previous Vers	ione.
General		nou	Longate	NRY .
8	HiceServ Ess/S	et V3		
arpet type:	Application			
arpet location	OfficeServ Ea	n/Set V3		
jaget.	District's	Wordery I	and V7.Com	n) e
gatin:	C:/Program	fies Serrey	ng Bectronics'O	fice
hortout key:	None			
3n	Normal windo	w		
growert.			-	_
Open Ele	location	hange loon	Advanc	ed.

3. Check the Run as administrator checkbox and click OK.

4. If prompted to provide administrator approval of this action click Continue.

Launching OfficeServ EasySet

In the event that you do not have (or have deleted) the desktop icon for OfficeServ EasySet you may start the program from the Start menu by doing the following:

- 1. Click Start.
- 2. Click All Programs (or Programs if using the Classic Start Menu).
- 3. Click Samsung Electronics.
- 4. Click officeserv easyset v3.
- 5. Click Launch Comm3.exe (on Windows 7/Vista/2008 you can also right-click this icon and perform the above procedure to set the program to run as administrator).
- 6. You will see the OfficeServ EasySet splash screen.

7. When the splash screen disappears the program has started and you will see a chain link icon in the taskbar. This is the OfficeServ EasySet application.

Configuring Settings

After launching OfficeServ EasySet you can access the Settings screen to configure its' behavior. To do this right-click the chain link icon and then click Setting.

This will bring up the Settings window which contains options such as the location of OfficeServ Link and the password used to connect to the system. When you are finished click Save and then click Exit.

🕸 Packet [Deliverer - Se	tting		[
-Web Serve	x				
Listeni	ing Port	5004			
OfficeServ	Link				
IP Add	dress	127 0 0	1		
Data F	Port	6000	- -		
SMDR	l Port	6002	-		
SMDR Sett	ting				
Select	Country	AUSTRALI	•		
- Auto Conne Set Au	ection uto Connection	Γ			
Switch #	IP Ado	lress	State	Password	
1	Can't download	Switch Info.			
2					
3					
4					
5					
6					
7					
8					
	Save	Cancel		Exit	

OPTION	DESCRIPTION
Listening Port	This option sets the TCP/IP port OfficeServ EasySet will use to communicate with the web interface. This setting should be left at the default value of 5004.
OfficeServ Link	
IP Address	Sets the IP address where the OfficeServ Link server is located. If it is on the same server as OfficeServ EasySet you can use the loopback address of 127.0.0.1. The field is separated into 4 boxes, 1 for each segment (octet) of the IP address. You do not need to enter leading zeroes when entering addresses.
	As an example if the IP address if 192.168.9.101 you would enter 192 in the 1 st box, 168 in the 2 nd , 9 in the 3 rd , and 101 in the 4 th .
Data Port	This sets the TCP/IP port that OfficeServ Link is configured to listen for CTI connections on. The default value of 6000 doesn't usually need to be changed.
SMDR Port	This sets the TCP/IP port that OfficeServ Link is configured to send SMDR records on. The default value of 6002 doesn't usually need to be changed.
SMDR Setting – Select Country	This setting determines the format to decode SMDR messages in. Formats are determined by country, and the default setting is Australia. Be sure to change this value to U.S.A.
Auto Connection	
Set Auto Connection	This checkbox determines if OfficeServ EasySet should attempt to connect to OfficeServ Link immediately upon launching or not. The default setting is unchecked, meaning auto connect is disabled.
Switch #	This read-only field is used to reference the system number when OfficeServ Link is connected to multiple OfficeServ 7000 Series systems.
IP Address	This read-only field displays the IP address of the OfficeServ 7000 Series system(s) that OfficeServ Link is connected to. If this is your first time running OfficeServ EasySet this field will display an "Can't download Switch Info" error.
State	This read-only field displays whether a system is connected or not.
Password	This field is used to set the password to use when OfficeServ Link tries to register OfficeServ EasySet to an OfficeServ 7000 Series system. This password can be obtained from your OfficeServ 7000 Series system administrator.

CHAPTER 4

OPERATION

Connecting OfficeServ EasySet

In order to connect OfficeServ EasySet you must first launch the application (if you haven't already). To launch OfficeServ EasySet do the following:

1. Click Start, then click All Programs (or Programs if using the Classic Start Menu).

	C Creation	,
Shawn Guenthe	C Real/NC	•
	Rename-01	•
-	C Ricschet Infinity	
Enternet Explorer	TSUPPORT (
t-mail	C Samsung Application Program Module	,
Moreselt Office Cull	C Sansung Electronics	
(m)	C Samoung Network Printer Utilities	•
Morosoft Office wor	C SecuPrint	•
Notecad	SnartilAlConverter Pro	
	C SolarWinds TFTP Server	
Moresoft Office Exce	C SoundMAX	
	n Spybot - Search & Destroy	,
Adobe Reader B	C Startup	
10	ThridDesk	,
AS intractioned	C videoLAN	
1 SQL Server Configure	Muare D	
igen Harager	Windows Live	,
	C Windows PowerShell 1.0	
	WirPcap	,
All Programs 🕨	WIRAR	
	😁 Wr3p	
	C XN Resource Editor	
St start Di	Adobe Bridge CS3	

2. Click Samsung Electronics.

	Caratere Caratere	•	
Shawn Guenthe	C ResNAC	•	
	Revane-Iti	,	
	Ricochet Infinity		
Internet Explorer	C RSUPPORT		
t-nal	🛅 Samsung Application Program Module	,	
Microsoft Office Out	Sansung Electronics		Communicator Communicator
6 M	Samsung Network Printer Utilities	,	affceserv easyset V3
Microsoft Office war	C SecuPrint		
Internal	SmartWAVConverter Pro	•	
	C SolarWinds TFTP Server		
Morosoft Office Exce	C SoundMAX	•	
	😁 Spybot - Search & Destroy	•	
Adobe Reader 8	C Startup		
10	m ThriDesk	,	
AS I'TU ARC Heres.	VideoLAN		
1 SQL Server Configure	m vMvare		
Hanager	Windows Live	•	
	Mindows PowerShell 1.0		
	WHPcap	,	
All Programs 🌗	m WHRAR	,	
	i winZp	•	
	C XN Resource Editor	•	
📲 start 🛛 🕫 🕻	Adobe Bridge CS3		orfe

3. Click officeserv easyset v3.

4. Click the Launch Comm3.exe icon to launch the program. You will see the OfficeServ EasySet splash screen.

5. When the splash screen disappears the program has started and you will see a chain link icon in the taskbar. This is the OfficeServ EasySet application.

6. As soon as OfficeServ EasySet launches it will attempt to establish an IP connection to OfficeServ Link. You can check the status of this process by right-clicking the icon and choosing the Event Viewer.

If the Auto Connection option is enabled for OfficeServ EasySet steps 8 and 9 will happen automatically, so steps 6 through 9 can be ignored.

7. The Event Viewer will display a series of messages as the OfficeServ Link connection is established.

8. When the message events turn from red to blue the OfficeServ Link connection has been established. Click Exit to close the Event Viewer. Right-click the chain link icon in the taskbar and choose Connect System.

9. The Input Password window will appear. Click the blue box to enter the password for the system and then click OK.

10. The chain link icon in the taskbar will change to show that OfficeServ EasySet is connected and running.

Using the Web Interface

Once the OfficeServ EasySet application is launched and connected you are able to then log in to and use the web interface: the true power of the program. The web interface is designed specifically for use with Microsoft's Internet Explorer (IE) line of browsers, and is intended for use on versions 6.0 or higher, including version 8 that ships with Windows 7. Because it is customized for IE the interface may display incorrectly or completely fail to function in other browsers.

Finding the EasySet IP Address

In order to connect Internet Explorer to the EasySet web site you need to know the IP address of your OfficeServ EasySet server PC:

1. Click Start.

D	A the Decomposite	Microsoft Office Outlook	
mullo trolax			sguenther
E-mail	() water	Weitoms Carder	Documents
PRODUCTION COLLEGE		1 Windows Media Center	Pictures
Ridged	A farmeten s	🧤 Windows Ultimate Estras	Masic
Cifeeder Cal	Sil My Computer	Windows Meska Player	Games
	My Notwork Places	Windows Photo Gallery	Recent Jama
Laurdy-Comm3-ava	Curted Parel	Windows Live Messenger Downlos	d Computer
Run HYC Never	Contracts and Contracts	Windows 01/0 Maker	Network
Command Prompt	Correct 20 *	Internet Information Services (IIS) Manader	ContectTo
Californi	() the and Sagnot	Windows Meeting Space	Control Panel
	David		Default Programs
	@ tn		Help and Support
and a second second	HP Support	> All Programs	Windows Security

2. In Windows XP/2003 click Run.... In Windows 7/Vista/2008 click the Search box.

		E-mail Microsoft Office Outline)	
Internet Pagio Predac	My Documents		aguenther
i-mal	My Recent Documents +	Welcome Center	Documents
Piccesit Office Outloo	My Peturos	10 Windows Media Center	Pictures
Rotepad	Vigenites +	🧤 Windows Ultimate Estrac	Masic
Offeeders Cal	My Computer	Windows Meska Player	Games
	My Network Places	1 Windows Photo Gallery	Recent Jama
T contrologies	Canted Pasel	Windows Live Messenger Download	Computer
C Rue HWC Nerver	Ger Set Program-Access and Defaults	Windows DVD Maker	Network
Command Prompt	Carnet (o +	Internet Information Services (IIS) Manager	ConnectTo
Californi	California and Samuel	Windows Meeting Space	Control Panel
	Dawa		Default Programs
(2m		Help and Support
Altregane	Car	All Programs	Windows Security

3. Type cmd and press enter to launch a DOS command prompt.

PAGE 36

4. Type ipconfig and press Enter.

5. The IP address list is displayed. Your PC may have more than 1 connection listed; you are looking for one that says Ethernet adapter Local Area Connection. The IP address of the system will be listed as IP Address or IPv4 IP Address.

Loading the EasySet Web Interface

Equipped with the EasySet server IP address you can load the EasySet website by opening Internet Explorer then typing http://[IPAddress]/easyset (i.e. http://192.168.1.9/easyset) into the address bar and clicking Go or pressing Enter.

This will load the EasySet login screen. The sections of the screen are fully explained below.

The Station No and Password boxes in the upper left are where you enter your extension number and station pass code. The save station no. checkbox allows your extension number to be saved so that you do not have to retype it each time you load the web page.

The Login button at the bottom left of the page is what you click to log in to EasySet.

The Select a phone color and Select if the phone has LCD options determine which kind of phone you are logging into. These settings **only** pertain to the iDCS line of digital keysets and can be ignored for all other types of phone. For the iDCS keysets these settings have no actual effect on EasySet beyond determining which picture to use for the graphical representation of your phone.

The Switch Number setting in the upper-center of the screen allows you to choose which system your phone is connected to (1 through 8) in multi-system environments. If the drop-down contains more than one entry you should consult the OfficeServ 7000 Series system administrator to determine which system you should select.

The Language setting at the bottom center of the screen is used to set the language EasySet will display to you. Available options are English, Finnish, German, Italian, Korean, Russian, and Spanish. This setting only affects your display, and will not affect other users.

At the bottom left of the screen the Wallboard and Schedule buttons allow an administrator to set up global Wallboard options and also to view the calendar Schedule for a station. These features will be discussed later in this section.

For now, enter your extension number and pass code (the default is '1234') and then click Login.

The EasySet Home Page

After logging in you are presented with the EasySet Home Page. The next few sections of this chapter will describe each section of the page and its function.

The top bar of the page contains miscellaneous non-configuration options relating to your keyset. This includes such things as a record of your incoming and outgoing calls and the Executive wallboard.

OfficeServ EasySet	G Schedule	Q Wallboard	Call Accounts	B Logout	English 🗸	
--------------------	------------	-------------	---------------	----------	-----------	--

The yellow bar just below the top bar is referred to as the Menu Bar, and it allows you access to the keyset configuration options EasySet offers.

Example Station Lock Password Call Forward Station Name Speed Dial Date Display PGM Msg Alarm Send Msg Help

Below those two bars you will see a graphical representation of your keyset. The picture is automatically determined by EasySet when you log in. This is not just a pretty picture; it is also used to set or change certain programmable buttons on your phone.

PAGE 38

PAGE 39

To the right of the keyset image is a short list of commonly used options and their current settings, referred to as the Info View. This includes things like your station name and call forwarding.

	l
Station Lock	I
Unlocked	1
Call Forward	
Noanswer Forward 2400	Concession of the local division of the loca
Station Name	
LYNNE[004]	1
Alarm	
1:NotSet 2:NotSet 3:NotSet	Concession of the local division of the loca
Pgm Message	and a second sec

Clicking any item on the Menu Bar or any heading in the Info View will load the EasySet Feature Programming window. Each feature varies slightly in its presentation, but the basic segments of the window that remain constant are shown below.

C Menu Page - Windows Internet Explorer	
Feature Title	•
Feature Options	111
EasySet Controls	
Feature Description	<

The Feature Title section will show the name of the feature you're accessing.

The Feature Options section is where you actually set the options for the specific feature, such as Call Forward destinations or your extension name.

The Feature Description section gives a brief overview of the feature and what it is used for.

The EasySet Controls section contains the Set, Cancel, and Close buttons used to save changes, undo changes, or close the window respectively.

In addition there is a series of links directly beneath the Set, Cancel, and Close buttons: First, Previous, Next, and Last. These links allow you to cycle among the various features of EasySet without having to repeatedly close the window and click a new menu option.

Button Programming and Reprogramming

You may notice that if you hover your cursor over top of one of your programmable buttons on the telephone graphic some of them are clickable. This indicates that have the ability to set or change this button.

Some buttons are not modifiable by you because they require the OfficeServ 7000 Series system administrator to make these changes. This primarily relates to buttons that affect your ability to access system features and include such things as CALL keys (which determine how many calls you can handle simultaneously) and RP keys (which allow you to change the operating mode of the OfficeServ 7000 Series system.

To change a button, simply click it. This will bring up a special version of the EasySet Feature Programming window called the Key Extender window. The Key Extender window shares the same base format as the programming window, but is tailored specifically for button programming.

The top of the window will show you what type of button is currently assigned. In the image above the key is not set yet, so the type says None.

The Set, Cancel, and Close buttons remain, but the First, Previous, Next, and Last buttons are removed to avoid confusion between button programming and other features. The manila box beneath the Set, Cancel, and Close buttons will give you a brief description of each of the button types if you hover over its name.

Below that is a list of button types that you can assign. A full description of each is listed below.

OPTION	DESCRIPTION
NONE	Clears the button type. Pressing this button will cause nothing to happen.
DS	D irect S tation buttons are used to directly dial another phone in the system. DS buttons also display the status of that user (busy, DND, etc). When you set a button to DS you will need to specify the extension number the button is tied to at the top of the Key Extender window.
NXT	The $\underline{\mathbf{N}} e \underline{\mathbf{x}} \mathbf{t}$ Call button is used while you are on a call to display the Caller ID of a second incoming caller.

OPTION	DESCRIPTION		
SPD	Sp eed D ial buttons are used to give you 1-touch access to your speed dial numbers. When you set a button as an SPD button you may optionally enter the speed dial bin (2 digit number) you wish to dial when pressing the button at the top of the Key Extender window.		
CLIP	The <u>Calling Line ID</u> Presentation button is used when you are on a call and will display the Caller ID information for the caller you are talking to. Pressing this button more than once will allow you to cycle among Caller ID Name, Caller ID Number, and the time the call was received.		
FWRD	 Call Forward Mode buttons are 1-touch shortcut buttons to allow you to activate specific call forwarding types easily. The FWRD button is primarily used to activate or deactivate All Call Forwarding, although any type of forwarding can be assigned. When you set a button to SPD you will need to specify a forwarding type at the top of the Key Extender window. The available settings are: 0 - Cancel all types of call forwarding 1 - All Call Forwarding 2 - Call Forward on Busy 3 - Call Forward on No Answer 4 - Call Forward on Busy and No Answer 5 - Call Forward on Do-Not-Disturb 		
PAGE	Page Group buttons give you 1-touch access to perform a system page. Unless otherwise directed by your OfficeServ 7000 Series system administrator you will need to lift your handset before pressing a PAGE button in order to make a page. When you set a button to PAGE you will need to specify a page group to access at the top of the Key Extender window. Available page groups are 0 through 9 and * (all page). Consult your system administrator to find out what page groups are active in your system.		
VMMSG	he \underline{V} oice \underline{m} ail \underline{M} essage button displays the presence of new voicemail messages in our mailbox and also allows you to access your voicemail by pressing the button. his button is only used when your OfficeServ 7000 Series system is equipped with a amsung Voicemail System.		
CONF	A <u>Conf</u> erence button is used while oyu are on a call and allows you to initiate an add- on conference. For more information on conferencing see your Keyset User Guide.		
IG	I n/Out of G roup buttons allow you to log in or out of a station group at the press of a button. You can only log in to groups you are a member of, and you are only able to log out if the OfficeServ 7000 Series system administrator has allowed the ability. When you set a button to IG you may optionally enter the station group number to log in and out of at the top of the Key Extender window. If no group is specified you will be prompted to dial the group number when you press the IG button.		
PICKUP	<u>D</u> irect <u>C</u> all <u>P</u> ickup buttons allow you to answer a call that is ringing to another extension or to a station group that you are not a member of. When you set a button to PICKUP you may optionally enter the station or station group you wish to pick up when pressing the button at the top of the Key Extender window.		
DIR	 A <u>Dir</u>ectory button brings up the OfficeServ 7000 Series system directory. You can use this directory to search for a specific number. This key allows you to optionally set the directory type to search at the top of the Key Extender window. A setting of 1 will set the button to search your extension's speed dial list. A setting of 2 will set the button to search the system speed dial list. A setting of 3 will set the button to search the full list of extensions in the system. If you do not enter anything the button will present you with the list of available searches. 		
LNR	The <u>L</u> ast <u>N</u> umber <u>R</u> edial button is a 1-touch button that redials the last number you dialed from your phone.		
SG	S tation G roup buttons are very similar to DS buttons, but are used to dial a group instead of an extension. This may be your operator group, a sales team, or some other group that has been pre-defined in the OfficeServ 7000 Series system. Consult the system administrator for details on what groups exist in your system. When you set a button to SG you will need to specify the station group to dial at the top of the Key Extender window.		
DND	A \underline{D} o- \underline{D} isturb button allows you to activate or deactivate the DND mode on you phone. DND mode is used to prevent callers from ringing to your phone when you a extremely busy and cannot be interrupted. You may optionally set the to be a DND-Activate or DND-Deactivate button by entering a 0 (deactivate) or 1 (activate) at the top of the Key Extender window.		
MSG	A Station Message button allows you to set a Station Message when you dial another extension in the system. Station Messages indicate to the other person that you have called without you having to leave a voicemail message.		
	The Saved Number Pedial button is a 1-touch button that redials a previously stored		

PAGE **41**

Locking and Unlocking Your Keyset

The first item on the Menu Bar (and also the first item on the Info View) is the Station Lock feature. This feature is used to restrict what, if any, types of calls can be made or received on your keyset. This is useful if you are going to leave your desk for a long period of time and don't want other people making calls from your phone. Available options are detailed below.

🧿 Menu Page - Win	dows Internet Explorer	
CRSV SET		
The Station Lo	xxk	Î
1.Assign Feat	ure	
Unlocked	unlocks a locked station	
O Locked Out	prevents access to external trunk lines to make telephone calls. Answering incoming calls is still possible	10
O Locked All	prevents calls from being made or received at your station	
	Set Cancel Close	
		H
2.Description		
This feature allow	s you to lock your station against unauthorized	~
Concession in the Association		

OPTION	DESCRIPTION
Unlocked	This setting unlocks your station so that any calls can be made or received without restriction.
Locked Out	This setting allows your station to receive calls and to make internal calls, but prevents it from dialing outside calls.
Locked All	This setting locks your phone entirely so that calls can be neither made nor answered.

Changing Your Keyset Pass Code

The second item in the Menu Bar is the Change Password feature. This feature is used to change the pass code for your keyset. This pass code is used for several features in the OfficeServ 7000 Series systems, and is also used to log in to EasySet.

OPTION	DESCRIPTION	
New Password		
Confirm New Password	Enter the 4-aight password you wish to use as your keyset pass code.	

PAGE **43**

Changing Call Forwarding

The third option on the Menu Bar (and the second on the Info View) is the Call Forwarding feature. Call Forwarding allows you to specify how calls should route when you can't answer them. All Call Forwarding, for example, is used when you go on vacation to ensure that all your calls immediately go to voicemail without making your callers wait unnecessarily.

Cell Forward LAssign Feature Cell Forward Type Cell Forward Type Cell Forward Type Cell Forward Cell Cell Cell Cell Cell Cell Cell Cell	157561	
	Call Forward	
Call Everant Stype Tet No. Orrend Casol	1.Assign Feature	
Perved Casol Control Contro Control Control Control Control		
All Green and the activated or councils. All Cult Prevented Cult P	O Forward Cancel	
O All Cell Forenad Unable Revealed O Bary Forenade O Bary Forenade O Bary Forenade O Song Forenade	Call forward is not to be activated	i er cascried,
Att all & dispussion Bary Forward When you can tailing proce the integroom, a proce walf as forwards Sho Assere Forward Dany Not assere Forward Dany Not assere Forward When you can tailing rever the integroom or and asime, the sail is inversed in the stopping of the stopping o	O All Call Forward	
Obsey Forward Obsey Forward Obsey Forward Obsey Forward Obsey Notices and annumer for all of the result of Obsey Notices and annumer for all of the result Obsey Notices and annumer for all of the result Obsey Notices and annumer for all of the result Obsey Notices and annumer for all of the result Obsey Notices and annumer for all of the result Obsey Notices Obsey Notices		
Phan you an Ultim prior the telephone a new cell is forwarded. 3 No Assiver Forward 4 Moto you an or an ensem, the cell is interested. 3 Boy No Assiver Forward 4 Mon you an or an ensem, the cell is interested. 5 Do Xet Duturh Forward 5 Do	O Busy Forward	1
No Assess Forward PA00 Song Assess Forward Desny Schauser Prevent Desny Schauser Prevent Desny Schauser at Salace over the totaptoors are out assess. The call is from unded O bo No Distruct Forward		
When you are not assume, the call in forehand. O BayyNoAnswer Forward When you are tableag over the telephone or not asserver, the call in forwardod. O Do Not Distrath Forward	No Amwer Forward	2400
Basy/NoAnswer Ferward New yea are talking event the telepidone as not assesse, the tall is forwarded Do Not Distrarb Ferward		
When you are tailing over the telephone or out answer, the call is forwarded.	O Basy NoAnswer Ferward	
O Do Net Disturb Ferward		
	O Do Not Disturb Forward	

OPTION	DESCRIPTION
Forward Cancel	Cancels all forwarding; calls will ring to your keyset until answered or until the caller hangs up. NOTE: The OfficeServ 7000 Series system administrator has many options available to prevent callers from waiting forever even if you have forwarding cancelled. Consult the administrator to find out more about these options.
All Call Forward	This option prevents calls from ringing to your keyset. All calls will instead ring to the destination specified in the text box to the right of this option. This can be the system voicemail group number, a station group, or another extension.
Busy Forward	This option prevents your callers from hearing a busy signal by routing them to the specified destination when you are in a call.
No Answer Forward	This option causes calls to route to the specified destination after ringing your keyset for a specified duration without being answered. The time to wait before forwarding is specified by the OfficeServ 7000 Series system administrator.
Busy/NoAnswer Forward	Sets calls to route to another destination both if you are on a call and when you don't answer in time. The destinations used will be whatever destinations are specified for the Busy Forward and No Answer Forward settings. NOTE: In order to activate Busy/NoAnswer Forwarding you must have destinations specified for both Busy and No Answer forwarding
Do Not Disturb Forward	This option determines where callers should be routed when your keyset is in Do Not Disturb (DND) mode.

PAGE **44**

Setting Your Keyset Name

The fourth option in the Menu Bar (and the third in the Info View) is the Station Name feature. This feature is used to set the name that is displayed on your keyset, when other extensions call you, and in the system directory.

Henu Page Windows Internet Explore Station Name 1.Assign Feature Mana WhiteBood Station Name 2.Description This allows you to enter an 11-character name for premai party calling from an LCD station. The maximum length is 11-digits in English.	display to an	
OPTION	DESCRIPTION	
Name	Set the 12-character name to assign to your keyset.	

Configuring Speed Dial Numbers

The fifth option on the Menu Bar is the Speed Dial feature. This feature is used to manage your personal Speed Dial bins. Speed Dial bins are used to quickly dial numbers that you use frequently. Used in conjunction with SPD keys Speed Dials can provide you 1-touch dialing for your most commonly dialed numbers.

🖉 Menu Pa	ge · Windows Interr	iet Explorer	
CERSV	SET)		
🏝 sp	eed Dial		^
1.Ass	ign Feature		- 1
Ex)			
0	MY CELL	74662144487368	
1	MOBEX OFF	*880	
2	MOBEX ON	*881	
3	FWD INT	*6032498	
4	FWD EXT	*6032460	
5	FWD VM	*6035449	
6			
7			
8			
9			
			-
<		ш	>

OPTION	DESCRIPTION
Speed Name	Assign an up to 11-character display name to the Speed Dial bin. This name is used when doing Speed Dial directory searches and for personal reference.
Tel No	Set the number to be dialed for this Speed Dial number. The number consists of a trunk access code (such as 9) and up to 24 digits (* and $\#$ can be included).

Configuring Your Time and Date Display

The sixth option on the Menu Bar is the Date Display feature. This feature is used to configure how the time and date are displayed on your keyset. This setting only affects keysets with a 2 line display. It doesn't affect the SMT-i5243 or ITP-5112L keysets.

Ó Menu Page - Wir	ndows Internet Ex	plorer	
CASY SET	8		
🗃 Date Dis	splay		^
1.Assign Fea	ture		
Date	Oriental	• Western	
Time	⊙ 12 Hour	O 24 Hour	
Display	O Upper case	 Lower case 	
	Set Cancel	Cose	
2. Description This allows you t station LCD. There are two op	o select the date ar tions for the Date: 0	id time display mode Driental (MM/DD DAY I	on your HH:MM),

OPTION	DESCRIPTION
Date	Choose between Western (<i>DayofWeek Day Month hour:minute</i>) or Oriental (<i>Month/Day DayofWeek hour:minute</i>).
Time	Set the time display to 12 hour or 24 hour format.
Display	Set the display to all uppercase letters or a mix of upper- and lowercase

Setting or Cancelling Programmed Messages

The seventh option in the Menu Bar, and the fifth on the Info View, is the Programmed Message feature. This feature allows you to set a specific message that will show up on your display, and on the display of any other extension who calls you, to alert people of your status. This includes messages such as "OUT TO LUNCH" or "IN A MEETING".

OPTION	DESCRIPTION	
Default Messages	Choose from one of the 10 preset messages: OUT TO LUNCH OUT OF TOWN ON VACATION IN A MEETING LEAVE A MESSAGE IN TOMORROW GONE HOME	
	OUT ON A CALL PAGE ME RETURN AFTERNOON	
Custom Messages	Set any of your 5 available custom messages. Messages can be up to 16 characters.	

PAGE **46**

Setting Alarms on Your Keyset

The eighth option on the Menu Bar, and the fourth item on the InfoView, is the Alarm Feature. This feature is used to set an alarm reminder on your keyset that will ring, optionally displaying a message, to remind you to do something at a specific time. Because they already have interfaces to set alarms this feature is not available on ITP-5112L or SMT-i5200 Series keysets.

🏉 Menu Page	· Windows Internet Explorer	E
(ERSV 9	JET)	
🔀 Alan	m Reminder	^
1.Assign	Feature	
Alarm1	NotSet 💌	
Alarm2	NotSet 💌	1
Alarm3	NotSet 💌	
	Set Cancel Cone	
2.Descri	iption	
This allows reminder for		
Up to 3 diff		~
<		>

OPTION	DESCRIPTION
Alarm	Choose whether the alarm is Not Set , will alarm Today only, or if it should alarm Daily .
Hour	Set the hour (0 through 23) for the alarm.
Min	Set the minute (0 through 59) for the alarm.
Message	Set an optional message of up to 16 characters that will display on your keyset when the alarm goes off.

Short Messaging With EasySet

The ninth option on the Menu Bar is the Short Messaging feature. This feature allows you to send and receive Short Messages with other extensions. Short Messages are similar to text messaging, and are supported on all SMT Series IP keysets and handsets as well as the ITP-5112L keysets, the OfficeServ Softphone, and the OfficeServ Communicator in Softphone mode. The Short Messaging feature in EasySet is intended for people who do not have one of the above types of phones.

This EasySet programming window actually has 4 "pages" that function as your Short Message Center. You can move among them by clicking the corresponding icon at the top of the page. The default screen is the Compose Message screen where you can create a new message. The Inbox shows you messages that have been sent to you. The Outbox allows you to see messages you have sent out previously. The Depository is used to store frequently-sent messages so you can access them easily without needing to retype the message.

-/ 11000000	lin Inhor	and a Durative		Pro Depositor	
S message	~ 1100				1
1.Send Me	essage				
	Tel No		Add		
			-		
	Recipients		Der		1
	Messare				
		(Control of the second s			
		Send			
		ratPrev, lext Leat			ł
2.Descript	lion				
					ł
If the INFDSF		ved phone is set t	o 'ON', th		

OPTION	DESCRIPTION
Tel No	Type in the extension you want to send a message to and click Add to add them to the recipient list.
Recipients	Lists the extensions the message will be sent to. To remove an entry, click it and then click the Del button.
Message	Set the message (up to 80 characters) to be sent and then click Send.

EasySet Help

The tenth item on the Menu Bar is the Help feature. Help is available on both pages of the Menu Bar. The Help feature brings up a window that explains all the features in EasySet, and can be used as a quick reference instead of opening this manual and finding the information you need.

Nenu Page Windows Internet Explorer 🗧	
ERBY SET	
Station Lock	^
	P
	L
Change Password	L
	L
	~

Configuring Your Answer Mode

The first option on the second page of the Menu Bar (accessed by clicking the 🕨 icon on the left) is the Answer Mode feature. This feature determines how calls should be answered at your keyset.

O Menu Page - Windows Internet Explorer	E
ERSY SET	
answer Mode	
1.Assign Feature	L
Answer Mode Ring Mode	l
Set Cancel Close	ŀ
🔍 first free, liest Last 🕨	l
2.Description	l
This allows you to change the answer mode for intercom calls to your station.	l
- Ring Mode : The phone will ring in one of eight customisable ring patterns.	
- Auto Answer Mode : The phone will automatically answer calls	
	•

OPTION	DESCRIPTION
Ring Mode	Calls will ring at your keyset until you answer them or they are forwarded to another destination.
Auto Answer Mode	Calls will immediately answer over your speakerphone or headset. An optional Auto Announce tone may be heard if configured by the OfficeServ 7000 Series system administrator.
Voice Announce Mode Internal extensions calling you will be able to speak with you for up of speakerphone while ringing. If you do not pick up the handset to ans call it will still follow normal call forwarding rules.	

Configuring Miscellaneous Station Options

The second option on the second page of the Menu Bar (accessed by clicking the Licon on the left) is the Station On/Off feature. This feature allows you to set miscellaneous options on your keyset. This includes items such as whether you are in headset or handset mode, whether your keypad should generate a tone when you press a key, or whether your keyset displays a missed calls display or not.

🖉 Menu Page	· Windows Internet Explo	rer	
CERSV 5			
🕿 Stati	ion On/Off		^
1.Assign	Feature		
	Auto Hold		
	Headset Use		
	Hot Key Pad		
	Key Touch Tone		
	Page Re-Join		
	Ringing Preference		
	Auto Camp-On		
	AME Password		
	Display Speed Name		
	CID Review All		
	Secure OHVA		
<	ii ii		>
Contraction of the			

OPTION	DESCRIPTION
Auto Hold	Automatically hold (checked) or disconnect (not checked) your current call before accessing a second ringing call.
Headset Use	Put your keyset into (checked) or take your keyset out of (unchecked) headset mode.
Hot Key Pad	Allow (checked) or deny (unchecked) usage of your keypad without picking up the handset first.

OPTION	DESCRIPTION	
Key Touch Tone	Enable (checked) or disable (unchecked) generation of a tone each time you press a button on your phone.	
Page Re-Join	Allow (checked) or deny (unchecked) your keyset the ability to hear the remainder of a page that started while you were on another call and we unable to hear the beginning of.	
Ringing Preference	Allow (checked) or deny (unchecked) your keyset the ability to answer a cal without first pressing the flashing ring key.	
Auto Camp-On	Automatically camp-on (checked) when you call a busy extensions or requir the Camp-On key to be pressed (unchecked).	
AME Password	Set whether to require (checked) a pass code to be entered before accessing the Voicemail Answering Machine Emulation feature or not (unchecked).	
Display Speed Name	Display the speed dial bin number (unchecked) or name (checked) when calling a Speed Dial number.	
CID Review All	Store all calls (checked) in your review log or only store missed calls (unchecked).	
Secure OHVA	When your keyset is in Voice Announce Mode (see previous page) this of sets whether the caller will be heard through the handset only (checked) if they can be heard from the speakerphone (unchecked).	
Auto Answer Trunk	When your keyset is in Auto Answer Mode (see previous page) this opti sets whether only internal extensions will be auto answered (unchecked if external callers are also auto answered (checked).	
Enblock 2LCD	Force your keyset to require you to press the SEND softkey before makin call (checked), or allow calls to dial immediately as you enter digits (unchecked).	
Station No Ring	Set if your keyset will generate a ring tone (unchecked) when you receive a call or if your phone will remain silent and only flash the ring key (checked).	
Feature Tone	Allow (checked) or deny (unchecked) your keyset the ability to change your dial tone to a higher pitch when certain features, such as All Call Forward are active.	
Receive GPU Info	When you are in a pickup group this option sets if your keyset will ring an display caller information when another member of the group receives a c (checked) or if no indication is given (unchecked).	
Missed Call	Display (checked) or hide (unchecked) the missed calls display on your phone when you miss a call.	
Use Station Ring	Sets whether your keyset will use system-generated ringtones (unchecked) Station Ring or keyset generated ringtones (checked). This option is only for the ITP- 5112L and SMT-i5200 Series IP keysets.	

Changing Your Keyset Volume

The third option on the second page of the Menu Bar (accessed by clicking the 🕨 icon on the left) is the Keyset Volume feature. This feature allows you to set the various volumes on your keyset.

🌈 Menu Page -	Windows Internet Expl	orer	
CASY 5	I		
📢)) Statio	n Volume		^
1.Assign	Feature		_
	Ring Volume	4 💌	-
	Off Hook Ring Volume	8 💌	
	Handset Rx Volume	4 🛩	
	Speaker Phone Volume	6 💌	
	BGM Speaker Volume	13 💌	
	Page Speaker Volume	13 💌	
	Ring Frequency	5 💌	
	Set Cancel Ci	ose	
<			>
Constanting of			

OPTION	DESCRIPTION
Ring Volume	Set the volume your phone rings at.
Off Hook Ring Volume	Set the volume you phone rings at if you are already on a call and a second call comes in.

OPTION	DESCRIPTION
Handset Rx Volume	Set the volume of your handset.
Speaker Phone Volume	Set the volume of your speakerphone.
BGM Speaker Volume	Set the volume for the music when you listen to background music over your speakerphone. The Background music feature must be enabled by the OfficeServ 7000 Series system administrator.
Page Speaker Volume	Set the volume of page announcements made to your phone.
Ring Frequency	Set the ring tone speed on your phone. This changes the overall sound of your ring tone.

Setting Up Text Messages

The fourth option on the second page of the Menu Bar (accessed by clicking the E icon on the left) is the Text Message feature. Text Messages in the OfficeServ 7000 Series system are short, pre-defined messages that can be passed between extensions when you are on the phone and another extension calls you. Your station must be allowed to use this option by the OfficeServ 7000 Series system administrator. This menu option in EasySet will be disabled if your keyset isn't allowed to use this feature.

🖉 Menu Page - Win	dows Internet Explorer		
CERSV SET	1		
🛣 Text Mes	sage		^
1.Assign Feat	ure		
1	RETURN ON		
2	RETURN ON		
3	RETURN ON		
4	RETURN ON		
5	RETURN ON		
6	RETURN ON		
7	RETURN ON		
	RETURN ON		
10	RETURN ON		
	Set Cancel Close		1
<		>	×
Constant Sector			

OPTION	DESCRIPTION
Message 1 ~ 10	Set the pre-defined message of up to 16 characters. When an extension camps on to your phone you may hit the TMSG or Text Message key to enter a 2-digit message number to send to the caller.

PAGE **51**

Configuring Caller ID Display Options

The sixth option on the second page of the Menu Bar (accessed by clicking the 📕 icon on the left) is the Caller ID Display feature. This feature is used to determine how Caller ID should appear on your phone.

🤇 Menu Page - Windows Interne	t Explorer		
🕼 Station CID Display			^
1 Assign Feature			
1.Assign Pearers			
Ring Line1	CLI Number First	~	
Ring Line2	Group Name First	~	
Conversation Incomming	CLI Number First	~	
Trunk Display	Digit Only	~	
Time Cost	Time Display	~	
Set Can	el Close		
2.Description			
Concession of the owner own			

OPTION	DESCRIPTION
	Set which type of information should be displayed on the top line of your display during a ringing call.
	No Display will cause the top line to display "no CID display"
	CLI Number First displays the caller's Caller ID number.
	CLI Name First displays the caller's Caller ID name.
	DDI Number First displays the number the caller dialed in to.
Ring Line1	DDI Name First displays the name associated to the number the caller dialed in to.
	Group Name First displays the name of the station group the caller is calling.
	DDI Number/Name displays the dialed number followed by a slash and then the name.
	DDI Name/Number displays the DDI Name followed by a slash and then the number.
Ring Line2	Set which type of information should be displayed on the bottom line of your display during a ringing call. The available settings are the same as the Ring Line1 settings.
	Set which type of information should be displayed on the top line of your display after you've answered a call. Many of the options are the same as the Ring LineX settings, with these additions:
Conversation Incomming	CLI Number/DDI displays the caller's Caller ID number followed by a slash and the number they dialed in to.
	CLI Name/DDI displays the caller's Caller ID name followed by a slash and the number they dialed in to.
	Trunk Number displays the C.O. Line number you are talking on.
	Set the format of the Conversation Incomming display.
Trunk Display	Trunk: Digit will display the C.O. line number you are connected to, followed by a colon and then the data selected in Conversation Incomming.
	Digit Only will show only the selected in Conversation Incomming.
Time/Cost	Set the type of display (Time Display , Cost Display , or No Display) shown during calls.

Choosing Large-Screen Phone Display Options

The seventh option on the second page of the Menu Bar (accessed by clicking the licon on the left) is the LCD Options feature. This feature allows users of the ITP-5112L or SMT-i5200 Series IP keysets to set various options relating to their keyset's advanced display functions.

🖉 Menu Page - Windows Intern	et Explorer							
CRSV SET								
🖅 Large LCD Display		^						
1.Assign Feature								
Idle Screen Type	 Calendar Information 							
DSS Key Display	 Number Name 							
Dial Mode	Enblock Overlap							
Conversation Display	Soft Menu First AOM Key First							
AOM Cursor	1							
Set Cancel Close								
< tiraj tres, licaj las 🕨								
<	ш	2						

OPTION	DESCRIPTION
Idle Screen Type	Determine if the idle phone display shows the calendar or an informational display set by the OfficeServ 7000 Series system administrator. This option only affects the ITP-5112L keyset.
DSS Key Display	Set whether Direct Station keys (see page 41) will be shown by extension number or Station Name.
Dial Mode	Force your keyset to require you to press the SEND softkey before making a call (Enblock), or allow calls to dial immediately as you enter digits (Overlap).
Conversation Display	Set which menu will display during a conversation: the list of system Soft Keys or the list of programmable buttons (AOM Key).
AOM Cursor	Set which page of programmable buttons should be displayed by default when viewing the AOM screen.

Setting Your Keyset Language

The eighth option on the second page of the Menu Bar (accessed by clicking the 🕨 icon on the left) is the Station Language feature. This feature is used to change the language displayed on your phone.

Station Language Stat	Menu Page	Windows Inter	net Explorer		
Existion Language Assign Feature Station Language Station Language Station Language Station Coord Station	EASY 9				
1. Assign Feature Statuse Language English English Image: English Image: English Image: English Image: English Image: English Image: English English <td>🖅 Stat</td> <td>ion Language</td> <td></td> <td></td> <td></td>	🖅 Stat	ion Language			
Station Language Ergitin	1.Assign	Feature			
St Cance Cite https://www.staticality.com 2. Description This allows you to assign the language used on your station," s LCD date: Philip phone is a large LCD phone or Soft phone, language will be			English	×	
Loscription 2. Description This allows tools assign the language used on your station,"'s LCD deplay. His phone is a large LCD phone or Soft phone, language will be		Set C	ancel Close		
2.Description This allows you to assign the language used on your station,"s LCD display. If this phone is a large LCD phone or Soft phone, language will be					
This allows you to assign the language used on your station,"'s LCD display. If this phone is a large LCD phone or Soft phone, language will be	2.Descri	ption			
	This allows LCD displa				
Second and a disconsideration of the second se Second second sec second second sec	If this phon	e is a large LCD pl			

Setting Your Executive State

The eighth option on the second page of the Menu Bar (accessed by clicking the icon on the left) is the Executive State feature. This feature is used to set your presence so that any Secretary stations assigned to you by the OfficeServ 7000 Series system administrator will know how to route your calls. This option is only enabled if you have been assigned as an Executive by the administrator.

Executiv	re State	
ssign Fea	iture	
Remain	In the room	
In	○ In a meeting ○ Internal ○ In	
Out	Out of town Gone home Short term trip Long term trip On vacation Out	
	Set Cancel Close	

OPTION	DESCRIPTION
Remain	Set yourself as in your office and available.
In	Set a status that indicates you are in the office but unavailable.
Out	Set a status that indicates you are out of the office.

Viewing Your EasySet Schedule

The schedule button on the top bar of EasySet (______) allows you to access your EasySet Schedule. The Schedule feature allows you to set short notes of important dates that you can reference from anywhere through EasySet. To add a schedule item click the corresponding date and then clicking the Add button to the right.

0	Menu	Pag	e - V	/ind	lows	Inte	erne	t Ex	plorer	
	-2	Sch	ned		(Fri)					List
	8 7 14 21 28	M 1 15 22	T 9 16 23	W 3 10 17 24	T 4 11 18 25	F 5 12 19 26	8 13 20 27		Title Place Date Start End Content	CTA present 136)
					800					Save

Your schedule can also be accessed from the main EasySet login screen by pressing the Schedule button in the lower left (_______) and then entering your station number and password and clicking Login.

🖉 Menu Page - Windows	s Interne	t Explorer		
(ERSY SET)				
Sm	vitch No	1-192.168.9.40	×	1
Sta	ation No			
Pa	asword			
San	ve station :	no. 🔲		
		Login		

Viewing Your Call History

The Call Accounts button on the top bar of EasySet (🔯 Cal Accounts) allows you to see a list of your most recent incoming and outgoing calls.

	/ MART	_	-	-	
. Ca					
	10	Tel No.	Date	Start Time	Dutation
1	le .		03:09	10.58:00	00.00-01
2	- H		03.05	10:57:44	00.00-01
3	Out		03.02	11:34:08	00.00-05
4	2		03/06	11:34:48	00:00:01
5	- In		03.05	11:28:44	00:00:01
۰.	2		03/06	19:25:34	00.00-01
7	h in		03.06	10:25:62	00:00:01
5	Ow		93.25	154432	00.00.29
9	Out		02/25	08:59:17	00:00:01
18	Ow		93.25	08.19.83	00.00-90
Ш.	Out		03.25	08:58:55	00:00:01
12	Ow		03/25	08,97.55	00.00-50
13	la l		03.24	1235:55	00:00:05
14	h I		43.29	14,18,56	00.00-04
13	Out		03.25	08:55:11	00:00:02

Viewing the Executive Wallboard

The Wallboard button on the top bar of EasySet (Q watcoard) allows you to access the Executive Wallboard. This wallboard allows you to view the status of other extensions that have been assigned as Executives by the OfficeServ 7000 Series system administrator.

🗧 Wallboard - Windows	Internet Explorer		
Remain Move	Out	Show All	Show Group
	Group In	Select All	Cancel
0000 Operator		Shawn i5243	
	-		_

Setting Executive Wallboard Options

If your EasySet system administrator has given you permission you may set global system options relating to the Executive Wallboard by clicking the Wallboard button (Qwallboard) on the EasySet login page.

Remain Move C	u	(and the second
Switch No	1-132.168.3.40	
Password [
	Login Cancel	
	Change Password	
Switch No	Change Password 1-192.168.9.40	•
Switch No Old Password	Change Password 1-152.168.9.40	×
Switch No Old Password	Change Password 1-192 168 9.40	v
Switch No Old Password New Password	Change Password 1-192 168 9.40	•
Switch No Old Password New Password Confirm Password	Change Password 1-192 158 9 40 	×
Switch No Old Password New Password Confirm Password	Change Password 1-192.168.9.40	×

Enter the system password provided by the administrator in the Password field and click Login. This will bring you to the Wallboard options page.

This page allows you to assign name to show in the Wallboard window for each Executive. You can also set how many Executives will display per page and determine how often the page will refresh.

Disconnecting OfficeServ EasySet

There are two methods to disconnect OfficeServ EasySet. One method is to sever the connection and exit the application, the other method is to sever the connection without exiting the application.

Disconnecting Without Exiting OfficeServ EasySet

1. Right-click the chain link icon in the taskbar.

2. Click Disconnect System.

Disconnecting and Exiting OfficeServ EasySet

1. Right-click the chain link icon in the taskbar.

🔊 🛛 🖉 🖉 🖉 🕒 8:17 AM

2. Click Exit.

3. Click OK to exit the application.

SOFTWARE LICENSE AGREEMENT AND LIMITED WARRANTY

For OfficeServ CTI Applications for OfficeServ Keyphone Series

IMPORTANT, READ CAREFULLY

This Samsung End-User License Agreement (EULA) is a legal binding agreement between you (either an individual or an entity) and Samsung for Samsung software product identified above, which includes computer software and may include printed material, and "online" or electronic documentation ("SOFTWARE"). By installing, using the SOFTWARE, you indicate your acceptance of this Samsung License Agreement. If you do not agree to the terms of this License Agreement, please do not install or use the enclosed SOFTWARE.

SOFTWARE LICENSE

The SOFTWARE is protected by copyright laws and international copyright treaties, as well as other intellectual property laws and treaties.

- 1. GRANT OF LICENSE. This License Agreement grants you following rights:
 - a. SOFTWARE: Samsung grants to you a personal, non-exclusive license to make and use one (1) copy of the SOFTWARE accompanying this Agreement on any single computer, provided the SOFTWARE is in use on only one computer at any time. If you have multiple Licenses for the SOFTWARE, then at any time you may have as many copies of the SOFTWARE in use as you have Licenses.
 - b. Electronic Documents: Solely with respect to electronic documents included with the SOFTWARE, you may make an unlimited number of the copies, provided that such copies shall be used only for internal purpose and you shall not publish or distribute such to any third party, without Samsung Electronics Co., LTD. written and expressed consent.
 - c. Limitation on Reverse Engineering, Decompilation, Disassembly: You shall not reverse engineer, decompile or disassemble the SOFTWARE, except to the extent that this restriction is expressly prohibited applicable law.
 - d. Separation of Components: The SOFTWARE is licensed as a single product. Its component parts may not be separated for use on more than one computer.
 - e. Rental: You may not rent, lease and/or lend the licensed SOFTWARE.
 - f. Support Services: Samsung may provide you with support services related to the SOFTWARE, according to Samsung policies and programs and in for the country in which the SOFTWARE was purchased. With respect to technical information you provide to Samsung as part of the support services, Samsung may use such information for its business purpose, including for product support and development. Samsung will not utilize such technical information in a form that personally identifies you.
 - g. SOFTWARE Transfer: You may permanently transfer all of your rights according to this agreement, provided you retain no copies, you transfer all of the SOFTWARE, and the recipient agrees to the terms of this agreement by notifying in writing to authorized Samsung VAR, outfit and/or dealer in which the SOFTWARE was purchased. And including all prior versions of SOFTWARE, if the SOFTWARE is an upgrade.
 - h. Termination: Without prejudice to any other rights, Samsung may terminate this agreement if you fail to comply with the terms and condition of this agreement. In such event, you must destroy all copies of the SOFTWARE and all of its component parts.

2. SOFTWARE ACTIVATION

a. Software Activation; Samsung will provide a software activation code that will allow use of the purchased OfficeServ CTI products. The activation code will be associated with the MAC address of the LAN interface of the Samsung telephone system. In the event of hardware failure associated with the LAN interface Samsung will issue a replacement software activation code when requested by a Samsung authorized dealer. In the event that a replacement software activation code is issued the defective hardware associated with the original software activation code must be returned to Samsung. If the hardware associated to the software activation code is not returned to Samsung by the dealer the dealer will be billed for the original purchase price of the OfficeServ CTI application.

3. UPGRADES & COPYRIGHT

- a. Upgrade: If the SOFTWARE is an upgrade of a component of a package of software programs that you licensed as a single product, the SOFTWARE may be used and transferred only as an part of that single product package and may not be separated for use on more than one computer.
- b. Copyright: The SOFTWARE is owned by Samsung or its suppliers and protected by copyright laws and international treaty provisions. Therefore, you must treat the SOFWARE like any other copyrighted material except that you may install the SOFTWARE on a single computer provided you keep the original solely for backup or archival purpose. You may not copy the printed materials accompanying the SOFTWARE.

LIMITED WARRANTY

Samsung warrants that (a) the SOFTWARE will perform substantially in accordance with the accompanying written materials for a period of ninety (90) days from the date of receipt, and (b) any Samsung supplied hardware accompanying the SOFTWARE will be free from defects in materials and workmanship under normal use and service for a period of one(1) year from the date of receipt. During the warranty periods specified above, Samsung will replace or repair any software or hardware found to be defective. Warranty claims should be made through the Samsung dealer from whom the products were purchased, and must be made within the applicable warranty period.

NO OTHER WARRANTIES

TO THE MAXIMUM EXTENT PERMITTED BY THE APPLICABLE LAW, SAMSUNG DISCLAIMS ALL OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE, WITH RESPECT TO THE SOFTWARE, THE ACCOMPANYING PRODUCT MANUAL(S) AND WRITTEN MATERIALS, AND ANY ACCOMPANYING HARDWARE.

NO LIABILITY FOR DAMAGES

TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL SAMSUNG OR ITS SUPPLIERS BE LIABLE FOR ANY DAMAGES WHATSOEVER (INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION, OR ANY OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF OR INABILITY TO USE THE SOFTWARE PRODUCT, EVEN IF SAMSUNG HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Samsung Telecommunications America, L.P.