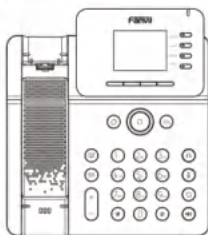


## V61G/V61W

### Quick Installation Guide

Fanvil Technology Co., Ltd  
[www.fanvil.com](http://www.fanvil.com)

## Packaging list



IP Phone



Handset



Handset Cord



Stand



Ethernet Cable



Power Adapter  
(Optional)



Quick Installation Guide



Wall Mount Bracket  
(Optional)

## Screen icon

In hands-free mode	Call forward activated	SMS	Dialed call(s)
In headset mode	Disable do not disturb (Beige)	VM messages	Internet connected
In handset mode	Do not disturb activated (Red)	Voice quality level of call	Internet is disconnected
Mute activated	SIP hotspot activated	Keypadlocked	No IP address
Silent mode	VLAN activated	Forward call(s)	Wireless network connected
Call is on hold	VPN activated	Missed call(s)	Wireless network disconnected
Auto-answering activated	Bluetooth device paired connection	Received call(s)	Wireless network failure

## Keys features



DSS Keys, It can be set as line key/function key/speed dial key. etc.



Soft keys



Message waiting indicator



Left and right navigation keys  
Up navigation key, Shortcut to call log  
Down navigation key, Shortcut to Status  
OK key



Home key, go back to Homepage



Return key, go back to the previous directory



Phonebook key



Voice message key



In idle mode or during ringing: increase or decrease ringer volume  
In communication: increase or decrease handset, headset or hands-free volume



Headset key, activate/deactivate headset



In idle mode:  
activate/deactivate silent mode  
In communication mode:  
mute/un-mute a call



Redial key, access to redial the last record

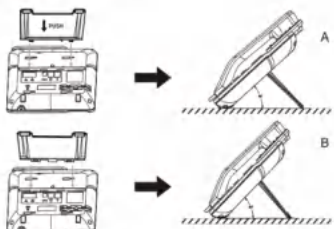


Hand-free key, activate/deactivate hands free

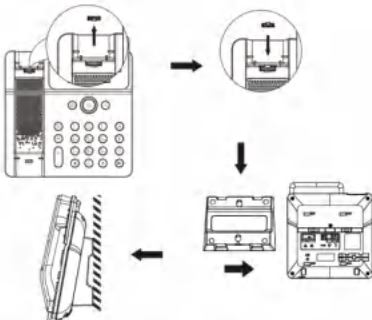
## Installation the device

Please follow the instructions in below picture to install the device.

### • Desk Mount Method



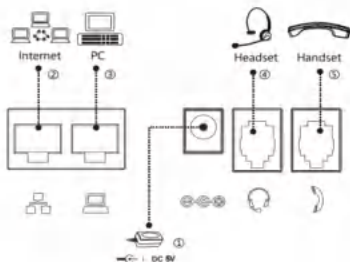
### • Wall Mount Method



### Connecting to the device

Please connect power adapter, network, PC, headset, and headset to the corresponding ports as described in below picture.

1. Power port connect the power adapter.
2. Network port connect local area network or Internet.
3. PC port the network port connect to the computer.
4. Headset port connect headset.
5. Handset port connect IP Phone handset.



## Network connect

### Using Ethernet

1. The power on the device and connect the WAN port of the phone to the RJ45 socket of a hub/switch or a router (LAN side of the router) using the Ethernet cable.
2. The default is DHCP mode.

## Configuration

### Configuration via LCD menu of phone

1. Press Menu > Advanced (default password 123).
2. Select Network: To configure the Network Settings (IPv4/IPv6/IPv4&IPv6, DHCP/Static IP/PPPoE).
3. Select Accounts: To configure enable the account, fill the SIP server address, port, Auth.User, Auth.Password etc.
4. Save the configuration.

### Configuration via web

1. Get the IP address from the phone: Press  $\odot$  down navigation key, or Menu > Status > ETH IP/Wi-Fi IP.
2. Login: Input the IP address in the web browser. The PC and phone should be in the same IP address segment (The default username and password are both 'admin'.)
3. Configure: Select network/Line etc, and fill the relevant content.
4. Save the configuration.

## Language setting

1. Press Menu > Basic > Language.
2. Select the desired language and press OK soft key.

## Making a call


1. **Pre-dialing:** enter the phone number and pickup the handset.
2. **Direct dialing:** lift the handset and enter the phone number.
3. **Handsfree:** enter phone number and press  $\blacklozenge$  or vice versa.
4. **Headset:** enter phone number and press  $\curvearrowright$  or vice versa.
5. **Designated line:** press line key, enter phone number and press dial key.

## Accepting a call

1. **Using the handset:** pickup the handset.
2. **Using the headset:** press  $\curvearrowright$ .
3. **Using the handsfree:** press  $\blacklozenge$ .



## Redial

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1. Press  key, redial a call number.

## Call Mute

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1. Press  to Mute the microphone during the call.
2. Press  again to un-mute the conversation.

## Putting a call on hold

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1. Press Hold soft key, caller is put on hold.
  2. To retrieve the call press Resume soft key.
- Note:** with more than one active call, select desired call with the navigator key and use the corresponding soft key to hold or resume.

## Call transfer

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### Attended transfer:

1. Press Xfer soft key during the active conversation, the call is put on hold.
2. Dial the second telephone number.
3. When the call is answered, then press Xfer soft key to complete the operation.

### Blind transfer:

1. Press Xfer soft key during the active conversation, the call will be on hold.
2. Then enter the 2nd telephone number and press Xfer soft key.

## Call forward

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1. Press Menu > Features > Call Forward.
2. Select the line, the type of forward, enter the destination number and status, and press OK soft key.

## Call conference

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1. Once inline with 1st caller, press Conf soft key, 1st caller is put on hold.
2. Then call the 2nd number.
3. After, 2nd call is established, press Conf soft key to setup the conference.

## Programmable key

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1. You can configure shortcuts for the programmable keys.
2. Press Menu > Basic > Keyboard, select among the configurable items, and select your desired type and value, press OK key.


## Do not disturb

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1. Press DND soft key, and enable the device do not disturb mode.
2. Or press Menu > Features > DND, and select the Mode and effective time, and press OK key.

## Voice mail

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1. To access your voice mailbox, press  or Menu > Message > Voice Message, number of messages will be indicated if provided by your server or pbx.
2. Select the line and press Play to call.

## Bluetooth( Only available for BT models )

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1. Press Menu > Basic > Bluetooth.
2. Press OK soft key to enter the bluetooth open interface. After opening, press Scan soft key to display the list of bluetooth scanned. Select any device and press connect.



## Wi-Fi ( Only available for Wi-Fi models )

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1. Press Menu > Basic > WLAN.
2. Press OK soft key to enter the WLAN open interface. After opening, press Scan soft key to display the list of Wi-Fi scanned.
3. Press Enter soft key to enter the available Network, select the wireless network, press the Connect soft key and enter the password to connect.

## Call list




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1. Press up navigation key or Menu > CallLog > Local Call Logs.
2. Scroll through the list using navigation key.
3. To dial an entry, press Dial soft key or pickup handset or press  or .

## Phonebook

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### Access Phonebook:

1. Press  or Contact soft key or Menu > Contact > Local Contacts.
2. Select All Contacts or other group.
3. To dial an entry, press Dial soft key or pickup handset or press  or .

### Add new entry:

1. Press Contact soft key, Press All Contacts or other group > Press Add.
2. Enter name and number and press OK soft key.