

Transfer Call (Edge IP 9800 Phone)

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When you transfer a call to another extension or number, you can perform a supervised transfer, where you speak to the receiving party before transferring the call, or a blind transfer, where the active call is transferred immediately.

While on an active call:

1. Press the Transfer button.
2. Dial the number:
 - For an internal number, dial the extension.
 - For an external call, dial the external access code (usually 8) and then the outside number.
3. Complete the transfer:
 - For a supervised transfer, stay on the line to speak to the receiving party, and then hang up.
 - For a blind transfer, hang up.