Avaya IP Office Essential Edition
96xx Type Phone Setup
Telquest Tech Support

Setting up 9600 type phones to communicate with the IP Office Essential KSU (6.1 & Higher)

**Plug the network cable into the phone. This is an IP Phone. It does not plug into the KSU.
If you don't have a POE Data Switch, you will need to order a power supply for the phone.**

When display says "* to program", press the * (STAR) on the dial

Older phones:
When it says "Enter code:" enter 27238 and then press # (POUND) on the dial

Newer phones:
When it says "Enter code:" Press the MUTE button and then enter 27238 and then press # (POUND) on the dial

You will then see the "Craft Procedures" in the LCD

Use the Navigation Disk and scroll down to ADDR (or Touch Screen Arrows)

Press the OK or Start button

**Phone = Enter the IP Address for the phone. It is an address on the Local LAN not the PBX LAN.
Use the * (STAR) button for decimal points.**

Call Server = The Remote LAN IP Address of the IP Office KSU

Router = The IP Address of the Local LAN network router

Mask = The Subnet Mask of the Local LAN

HTTP Server = The Remote LAN IP Address of the IP Office KSU

HTTPS = 0.0.0.0

802.1Q = Auto

VLAN ID = If you are on a VLAN, then enter it here.   If not, leave it set to 0.

VLAN Test = 60

When done, press the Back button and then the Exit button