

Calisto® P240™ Quick Setup Guide

Welcome:

Using a Plantronics Calisto handset for PC calls will deliver a simpler, more comfortable and better sounding audio experience than you could get using just your computer's internal microphone and speaker.



Calisto P240 Key Features:

- LCD screen for easy caller ID viewing and menu navigation
- Answer/end/mute/dial/redial controls at your finger tips
- Integrated full duplex personal speakerphone for hands-free convenience
- Wideband and noise-canceling microphone offer the best PC audio available
- Slim, portable design easily fits into laptop bag

Getting started:

Follow the steps below to get call answer/end controls with your Calisto handset and **Cisco® Unified Personal Communicator**.

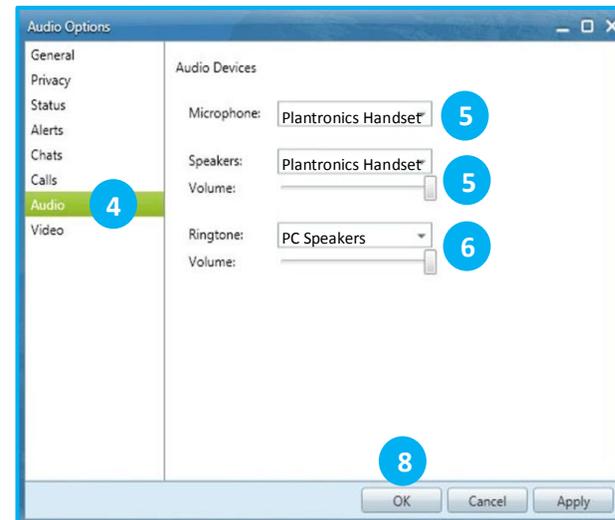
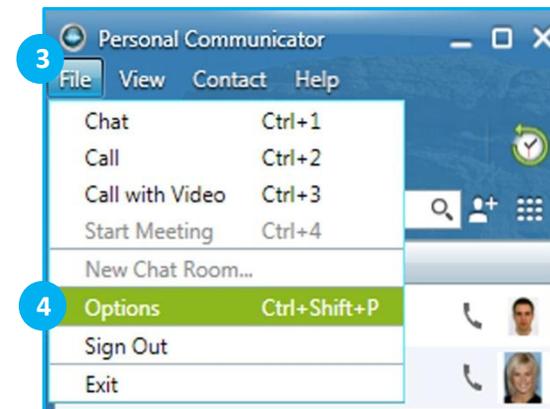
1. Connect your handset to the computer. If this is the first time you are connecting, wait for the installation process to complete.
2. To get call control features, please download the latest version of Plantronics software at plantronics.com/software.

Note: Check with your IT staff before installing software on your computer.

Configuring Cisco Unified Personal Communicator to always route call audio to the handset:

3. Click **File** in the upper left corner of the Cisco Unified Personal Communicator main screen.
4. Select **Options**. Then select **Audio**.
5. Select your Plantronics handset as the default device for *Microphone* and *Speakers* option.
6. Now you can select which device plays your incoming call alerts by selecting and option for *Ringtone*. These sounds typically route through your PC speakers, but can come through your Plantronics handset if you prefer.
7. In this screen you can also adjust *Speakers* and *Ringtone* volume levels.
8. When you are finished adjusting volume levels, click **Ok**.

Note: USB configuration settings are unique for each USB port. If you connect the handset to a different port you will need to make these changes again to set behavior for that USB port.



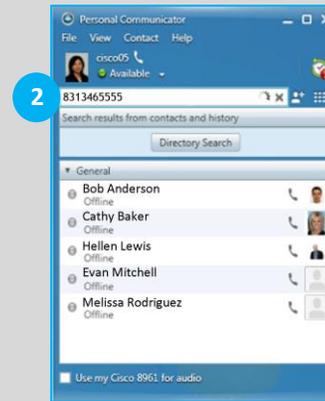
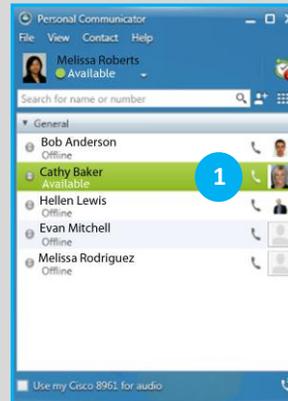
Making and Receiving Calls with Cisco Unified Personal Communicator

To MAKE a call:

To call an existing contact, select the contact you would like to call and click the phone icon next to their name (1).

You can also enter a phone number manually using the dial pad on the handset or using the search box located near the top of the Personal Communicator screen (2).

When a call is placed, a call window will open, and the audio will be routed to your handset.



To RECEIVE a call:

When you receive a call, a notification window will appear in the lower right corner of your computer screen (3).

To answer the call, use the controls on your handset or click the phone icon on the call notification window (4).

