plantronics®

Blackwire™ C420™ Quick Setup Guide

Welcome:
Using a Plantronics Blackwire headset 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.

A. Mute Microphone
B. Volume Adjust
C. Call Answer/End

Control Functions:
A. Mute Microphone
B. Volume Adjust
C. Call Answer/End

Blackwire C420 Key Features:
▪ Wideband for best PC audio telephony
▪ Folds flat and tucks into carrying case for use on the go
▪ Dynamic EQ stereo automatically adjusts for voice and multimedia use
▪ Noise-canceling microphone filters out background noise

Getting started:
The Plantronics Blackwire headset is ready to use with your computer and **Cisco® Unified Communications Integration for Cisco WebEx Connect™**.

1. Connect your headset 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 Communications Integration for Cisco WebEx Connect to always route call audio to the headset:

3. Click **Edit** in the upper left corner of the Cisco WebEx Connect main screen**.**
4. Then select **Settings.**
5. Next choose **Audio/Video**.
6. Select your Plantronics headset in the drop down for both Speakers and Microphone**.**
7. You can also adjust the Speakers and Microphone volume in this screen.
8. When you are finished, select **Save.**

Note: USB configuration settings are unique for each USB port. If you connect the headset to a different port you will need to make these changes again to set behavior for that USB port.
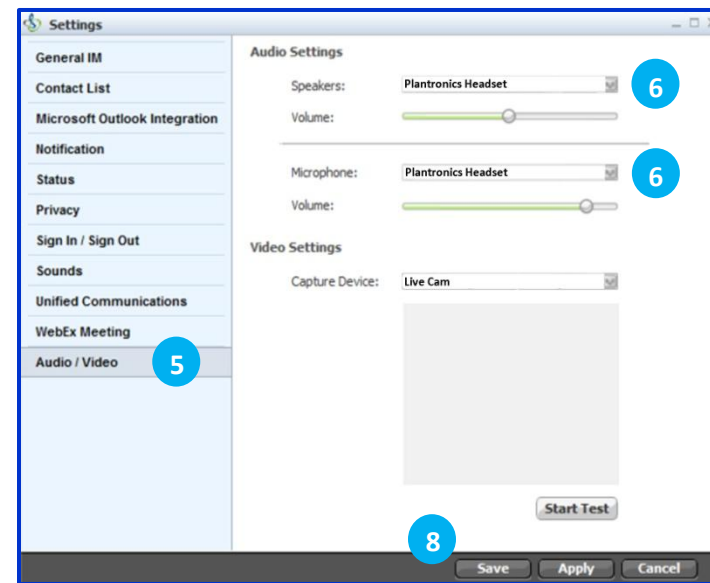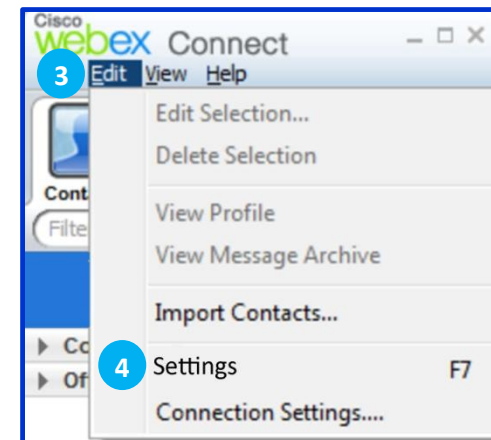
Making and Receiving Calls with Cisco Unified Communications Integration for Cisco WebEx Connect

To MAKE a call:

To call an existing contact, select the Contact Tab (1) and select the contact you would like to call. Right click on their picture (2), select Start Call (3) and choose a number (4).

You can also enter a phone number manually using the search box located near the top of the Cisco WebEx Connect main screen (5).

When a call is placed, a call notification will appear in the Cisco WebEx Connect main screen, and the audio will be routed to your headset.
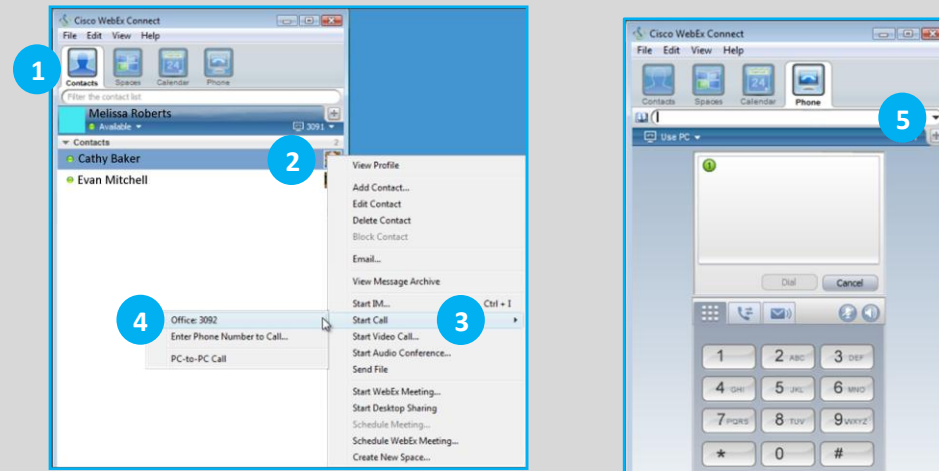
To RECEIVE a call:

When you receive a call, a notification window will appear in the lower right corner of your computer screen (6).

To answer the call, use the controls on your headset or click the green Answer button (7) in the call notification window.