



## Calisto® P820™ Quick Setup Guide

### Welcome:

Using a Plantronics Calisto speakerphone 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 P820 Key Features:

- Seamlessly switches between calls from PC and mobile phone
- Color display and touch sensitive keys for intuitive visual call management
- Full duplex wideband audio support and advanced noise cancellation
- User friendly Caller ID and call log

### Getting started:

Follow the steps below to get call answer/end controls with your Calisto speakerphone and **Cisco® Unified Communications Integration for Microsoft® Lync™**.

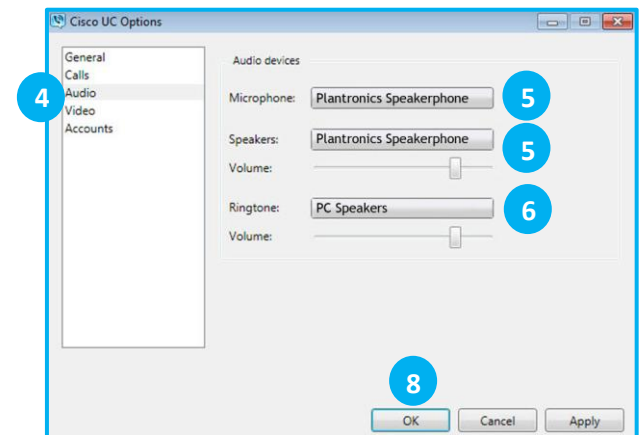
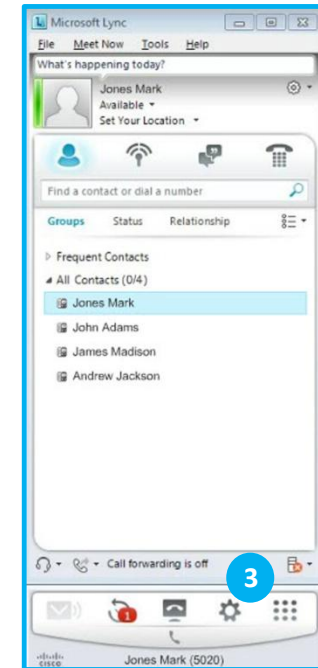
1. Connect your speakerphone to the computer. If this is the first time you are connecting, wait for the installation process to complete.
2. To get call control features, please download the latest version of Plantronics software at [plantronics.com/software](http://plantronics.com/software).

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

### Configuring Cisco Unified Communications Integration for Microsoft Lync to always route call audio to the speakerphone:

3. In the Cisco window, click the Settings button.
4. Then in the Cisco UC Options window, select **Audio**.
5. Next select your Plantronics speakerphone as the default device for both *Microphone* and *Speakers*.
6. Now you can select which device plays your incoming call alerts by selecting an option for *Ringtone*. These sounds typically route through your PC speakers, but can come through your Plantronics speakerphone if you prefer.
7. In this screen you can also adjust *Speakers* and *Ringtone* volume levels.
8. When you are finished, click **OK**.

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



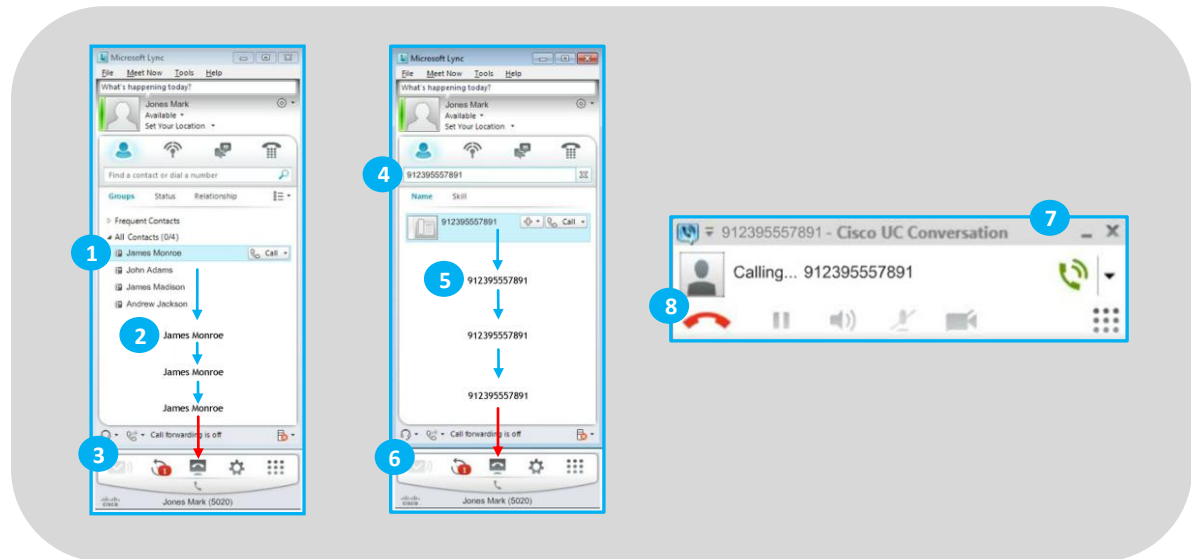
# Making and Receiving Calls with Cisco Unified Communications Integration for Microsoft Lync

## To MAKE a call:

To call an existing contact, click on the contact (1), drag (2) and drop it (3) onto the Cisco window.

You can also enter a phone number manually using the search box located at the top of the main Lync window (4). After you enter the number, drag (5) and drop the number onto the Cisco window (6). Or you can use the speakerphone dial pad to enter the number. Then press the green Talk/End button on the speakerphone.

When a call is placed, a call window will open (7), and the audio will be routed to your speakerphone.



## To END a call:

To end a call, use the controls on your speakerphone or press the red phone icon in the call window (8).

## To RECEIVE a call:

When you receive a call, a notification window will appear on your computer screen (9).

To answer the call, use the controls on your speakerphone or click the phone icon in the call notification window (10).

