



## Calisto® P825-M™ 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 P825-M 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
- Wireless microphone offers freedom of movement

OPTIMIZED FOR  
Microsoft® Lync™

### Getting started:

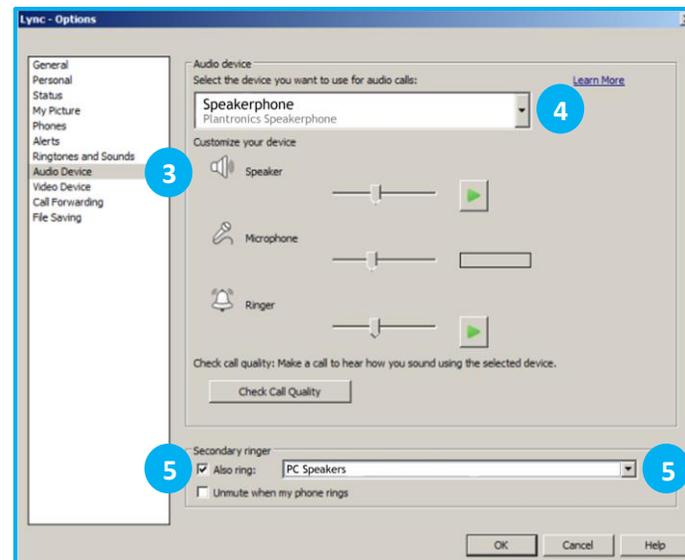
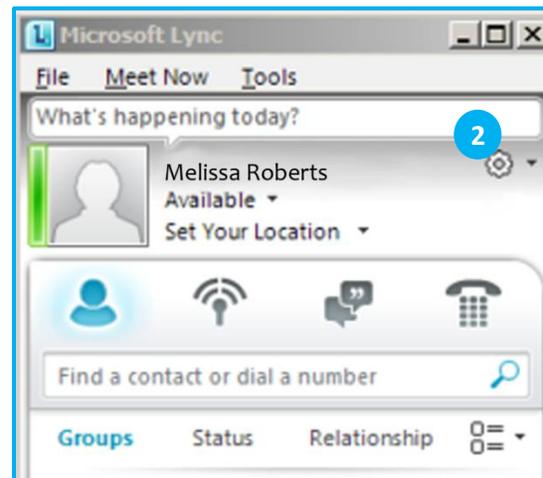
The Plantronics Calisto speakerphone is ready to use with your computer and **Microsoft® Lync™**.

1. Connect your speakerphone to the computer. If this is the first time you are connecting, wait for the installation process to complete. Restart the computer if directed to do so.

### Configuring Microsoft Lync to always route call audio to the speakerphone:

2. Click on the Options button in the main Microsoft Lync window.
3. Select the **Audio Device** option.
4. Choose your Plantronics speakerphone for **Audio Device**.
5. Check the **Also Ring** box for **Secondary Ringer** and choose your PC speakers from the drop down menu if you would like them to ring for incoming calls.
6. In this screen you can also test and adjust volumes.
7. Click **OK** when finished.

*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.*



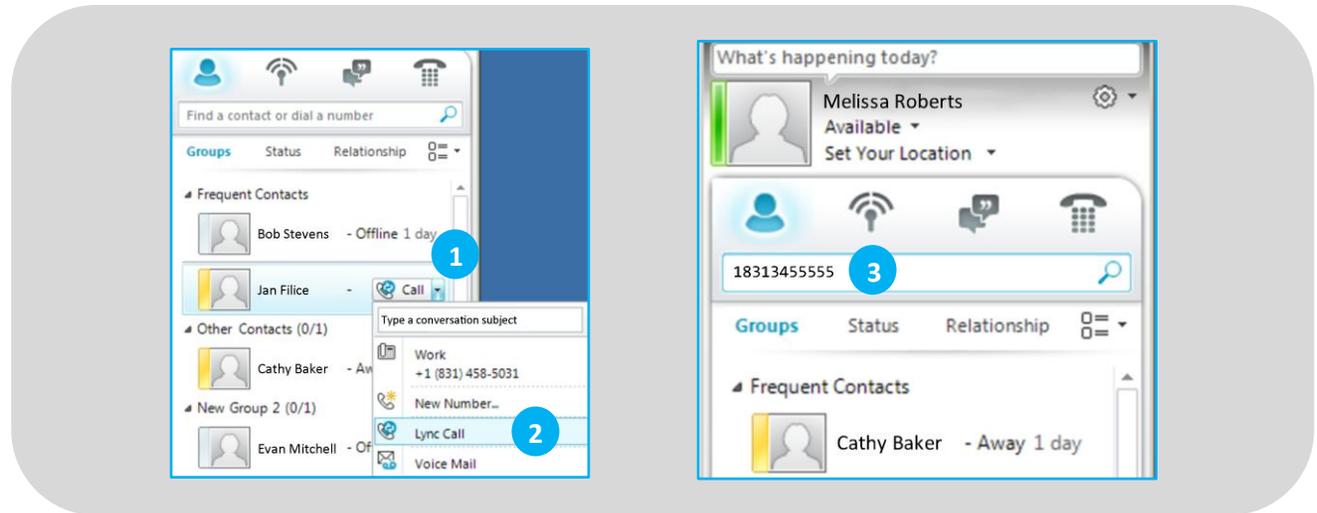
# Making and Receiving Calls with Microsoft Lync

## To MAKE a call:

To call an existing contact, click on the drop down next to their name (1) and select the number you would like to call (2).

You can also enter a phone number manually using the search box located at the top of the main Microsoft Lync screen (3).

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



## To RECEIVE a call:

When you receive a call, a notification window will appear in the lower right corner of your computer screen (4).

To answer the call, use the controls on your speakerphone or click on the call notification window (5).

## To REDIRECT a call:

You can also redirect a call by clicking **Redirect** (6) and choosing one of the options given.

