
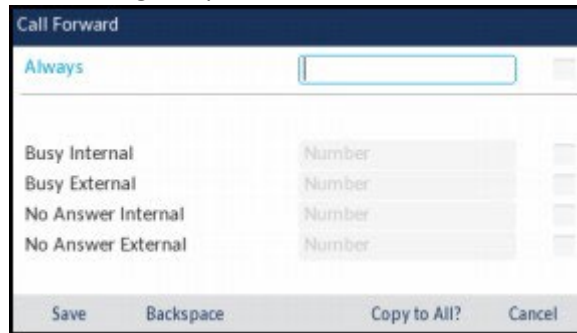


Mitel Call Forwarding

1. Press the  (Settings) key on the phone to enter the Settings Menu.
2. Navigate to the Call Forward setting and press the Select button or the Select softkey.



3. Enter forwarding numbers using the dialpad keys.
 - **Always:**
Immediately forwards all incoming calls to the specified number.
 - **Busy Internal:**
Immediately forwards internal calls if your line is busy.
 - **Busy External:**
Immediately forwards external calls if your line is busy.
 - **No Answer Internal:**
Forwards internal phone calls after several rings if you don't answer.
 - **No Answer External:**
Forwards external phone calls after several rings if you don't answer.
4. Using the up and down navigation keys, move to the checkbox beside the respective call forward mode you want to enable and press the Select button to turn on the call forward mode.
5. Repeat steps 3 and 4 for all call forward modes you want to enable.
6. Press the Save softkey to save your changes.

Mitel Notes:

- Pressing the down navigation key moves the selection to the next input field. Pressing the right navigation key moves the selection to the corresponding checkbox.
- Press the Backspace softkey to delete the last digit entered.
- Pressing Copy to All softkey copies the call forward number from the all forward mode in focus to every call forward mode. For example: if the cursor is on the Busy Internal and the field has a phone number entered, pressing the Copy to All? Softkey assigns the same phone number to all the other modes as well.