Yealink T58W Pro
Quick Reference Guide

Available features may vary. Provided feature set based on the original order and the system administrator's requests for each deployment. Please contact your system administrator or Telesystem directly to discuss any additions to the system.

Power LED Indicator

Touch Screen

Reversible Tab
(secures the phone when mounting)

Speaker
Transfer Key
Hold Key
Message Key
Volume Key
Keypad

Headset Key
Mute Key
Redial Key
Speakerphone Key

MAKING A CALL

Using the handset:

1. Pick up the handset.

2. Enter the number using the keypad and then press the **Call** soft key.
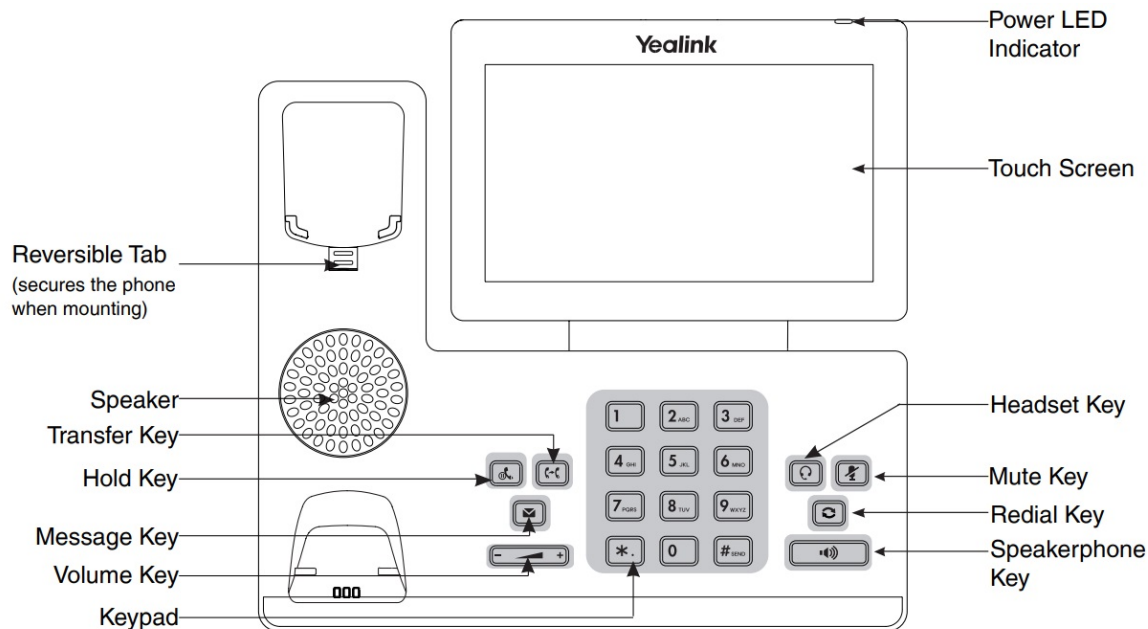
Using the speakerphone:

1. With the handset on-hook, press

2. Enter the number, then press the **Send** soft key.

Using the headset:

1. With the headset connected, to activate the headset mode.

2. Enter the number, and then press the **Send** softkey.

Note: During a call you may alternate between headset, hands-free speakerphone and handset modes by pressing the **Headset** key or **Speakerphone** key or by picking up the handset. Headset mode requires a headset be connected to the phone.

ANSWERING A CALL

Using the handset:
Pick up the handset.

Using the speakerphone:

Press [🔊]

Using the headset:

Press [🎧]

Note: You may ignore an incoming call by pressing the **Reject** soft key.

ENDING A CALL

Using the handset:
Hang up the handset or press the **End Call** soft key.

Using the speakerphone:

Press [🔊] or the **End Call** soft key.

REDIAL

Using the headset:
Press the **End Call** soft key.

Press [🔄] to enter the **Placed Calls** list. Press (▲) or (▼) to select the desired call, then press [🔄] or the **Send** soft key.

Press [🔄] twice when the phone is idle to call the last dialed number.

MUTING A CALL

Press [🎤] to mute the microphone during a call.

Press [🎤] again to un-mute the call.

VOLUME ADJUSTMENT

Press [—] during a call to adjust the receiver volume of the handset/speakerphone/headset.

Press [—] when the phone is idle to adjust the ringer volume.

RING TONE

1. Press the **Menu** soft key when the phone is idle, then select **Basic > Sound > Ring Tones.**

2. Press (▲) or (▼) to select the desired ring tone.
3. Press the **Save** soft key to accept the change.
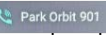
PUTTING A CALL ON HOLD

Press [☎] or the **Hold** soft key during an active call. To resume a held call, press the **Resume** soft key.

If there is only one call on hold, press [☎] or the **Resume** soft key.

If there is more than one call on hold, press (◄) or (►) to select the desired call and then press [☎] or the **Resume** soft key.

CALL PARK AND RETRIEVE

Call Park
1. While on an active call, press the **Dsskey** [≡ Dsskey] soft key
2. Select the **Park Orbit** [📞 Park Orbit 901] soft key
3. The call will be placed on park and will indicate with a blinking red light
4. To retrieve a parked call, simply press the button next to the desired call park and then lift the handset

TRANSFERING A CALL

There are two ways to transfer a call: **Blind Transfer** and **Announced Transfer**.
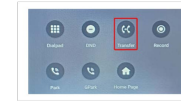
Blind Transfer:

1. While on an active call, press the **More** [•••] soft key
2. Press the **Transfer** soft key on the screen
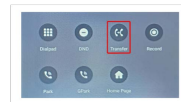
3. Enter the ext or number the call will be transferred to
4. Press the **Blind Transfer** [📞] button

Announced Transfer:
1. While on an active call, press the **More** [•••] soft key
2. Press the **Transfer** soft key on the screen

3. Enter the ext or number the call will be transferred to
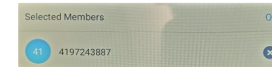4. Press the **Blind Transfer** [📞] button

CONFERENCE CALL

1. Press the **Invite** [+ Invite] soft key during an active call
2. The call is placed on Hold
3. Enter the ext or number of the second party, then press the **Plus** [+] key

4. Press OK in the **Selected Members** popup screen

5. Press the **Call** [Call] button to initiate the conference

*Note: You may split the conference call into two individual calls by pressing the **Split** soft key*

VOICE MAIL
The Message Waiting Indicator on the idle screen indicates that you have new voice messages waiting. The Message key LED lights up in red.