Enterprise Centrex – Snom D150 phoneset quick reference

Updated: Dec 2023

Features	Instructions
Dialing out	Lift the handset + (Phone no.) + [✓] Note: Need to dial [9] before the phone no.
Intercom dialing	Lift the handset + (Extension no.) + [✓]
Intercom dialing (using "busy lamp")	[Busy lamp for that ext.]
Last number redial	[Redial]
Speed dialing	To dial: Lift the handset + [*] + [*] + ([0][0] – [9][9]) + [✓] * Customer needs to define speed dial in user portal first
Volume adjustment	Ringtone: to decrease or increase Voice: Lift the handset + to decrease or to increase
Holding call	To hold: (Call connected) + [Hold]/ To retrieve: (Call held) + [Retrieve] /
All call forwarding	To set: [*] [0] [5] + (Phone/Extension no.) + [✓] To cancel: [#] [0] [5] + [✓]
Busy call forwarding	To set: [*] [2] [5] + (Phone/Extension no.) + [✓] To cancel: [#] [2] [5] + [✓]
No answer call forwarding	To set: [*] [3] [5] + (Phone/Extension no.) + [✓] To cancel: [#] [3] [5] + [✓]
Call transfer - Blind transfer	(Call connected) + [XFER]/ + (Extension no.)
Call transfer - Consultation transfer	(Call connected) + [Hold]/ + (Extension no.) + [✓] + Wait for answer + [XFER]/

Conferencing call	(Call connected) + [Hold]/ + (Phone no.) + [✓] + answer + [Conference On]/
Group pick-up	Lift the handset + [*] [1] [1] + [✓]
Call pick-up	By feature access code, applicable to ALL extensions: Llift the handset + [*] [2] [1] + (Ringing extension no.) + [✓] By "busy" lamp field, applicable to preset extensions: Lift the handset + [Busy lamp for that ext.]
Directory	[SAB]/ + Choose [Enterprise Directory]/ [Group Directory]/ [Group Common Phone List]/ [Personal Phone List]
Missed Calls	[Right Arrow]
Call List	[Call History] + Choose [Missed] / [Received]/ [Dialed]
Listen to voicemail	+ (Lift handset) or (Lift handset) + [*] [9] [0]
Listen to voicemail (outside office)	From other phone: (Dial 2204 1111 / 2562 0111 / 2205 1111) + (Your phone no.) + [✓] + (Your voicemail password) + [#]
IDD & chargeable call password	To lock: [*] [0] [4] + [✓] + (System will prompt to enter password)+(Password)+[#] To unlock: [#] [0] [4] + [✓] +(System will prompt to enter password)+(Password)+[#]
Menu	To view information menu: [Settings]/ / [Up Arrow]

Service hotline number: 1833 133 / 2283 6820
Enterprise Centrex help link: http://www.pccwone.com/eng/ec_help.html
Voice mail box reminder: customer is recommended to clean up voice mail box regularly.