



Technology Helper

Forwarding Incoming Calls to Another Extension

To Enable Call Forwarding

1. Press the intercom button.
2. Press #601
3. Key in the extension you would like to forward the calls to
4. Press the speaker button to activate the forwarding
(Screen should show Incoming Calls Forwarded to Ext XXX)

To Disable Call Forwarding

1. Press the intercom button.
2. Press #601
3. Press the speaker button to disable the forwarding