

# Push To Talk

## Feature Overview

Push To Talk allows users to leverage their SIP Phones as intercoms. By enabling a user to directly contact another extension – and causing the called station to answer automatically, Push To Talk delivers a convenient intercom, leveraging equipment already in place.

To allow for customization of the feature, administrators can define white/black lists, as well as define if calls established using Push To Talk are One-Way or Two-Way.

To invoke a Push To Talk call, users simply need to off-hook their phone (get dial tone), then enter \*50, then the extension of the user being called.

## Feature Prerequisites

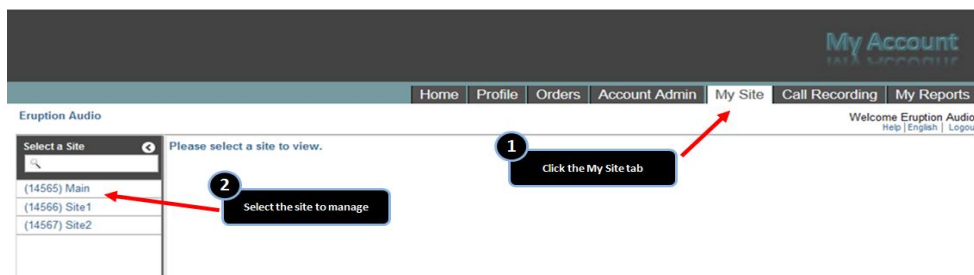
### To leverage Push To Talk

- Users must be assigned to an Executive or Retail line, or Hosted HQ station
- Push To Talk feature must be configured for the user

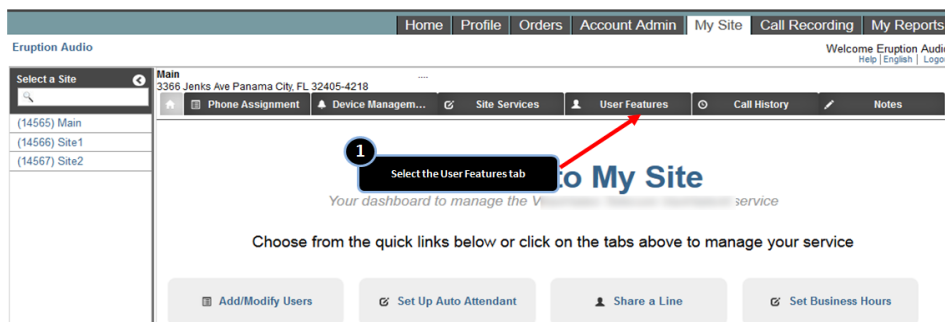
## Feature Setup

Prior to setting up Site Services, or allowing Users to make calls, the Site administrator must set up the Users. Once logged in to My Account, simply follow the steps detailed below.

### Step 1: Click the My Site tab and select the appropriate Site to manage



### Step 2: Select the User Features tab



**Step 3: Click on the row displaying the User and number you wish to configure**  
 You can double-click the desired row, or highlight the desired row and select "Edit"

**Push To Talk**

Click on the row to view/configure Push To Talk for that number

Search  < >

First Name	Last Name	Phone Number	Extension
.	8505559161	8505559161	9161
.	8505559146	8505559146	9146
.	8505559158	8505559158	9158
.	8505559147	8505559147	9147
.	8505559150	8505559150	9150
.	8505559145	8505559145	9145
cbanner	8505559131	8505559131	9131
.	9185559001	9185559001	9001
BB	Bill	8505559138	9138
David	Lee	8505559135	9135

Page 1 of 2 Records per Page 10 Clear Filters Displaying 1 - 10 of 15

**Step 4: Configure Push To Talk for the User**

cbanner 8505559131-8505559131

Enable Auto-Answer or Push To Talk(\*50) calls via speakerphone

Connection Type:

One-Way

Two-Way

Access List:

White List-Selected users are allowed to make Push To Talk calls to me

Black List-Selected users are blocked from making Push To Talk calls to me

Available User List			Assigned User List		
Phone Number	First Name	Last Name	Phone Number	First Name	Last Name
8505559142	Valerie	Bertanelli			
8505559146	.	8505559146			
8505559158	.	8505559158			
8505559147	.	8505559147			
8505559150	.	8505559150			
8505559138	BB	Bill			
8505559129	.	8505559129			

Drag & Drop numbers between the boxes