Horizon

Polycom VVX Monochrome Expansion Module User Guide

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Introduction

This user guide will help you to navigate and use your new VVX Expansion Module.

It will give you an overview of your device, and walk you through tasks so you can successfully use it to perform basic and advanced functions.

VVX Monochrome Expansion Module

Set up the Polycom Monochrome Expansion Module

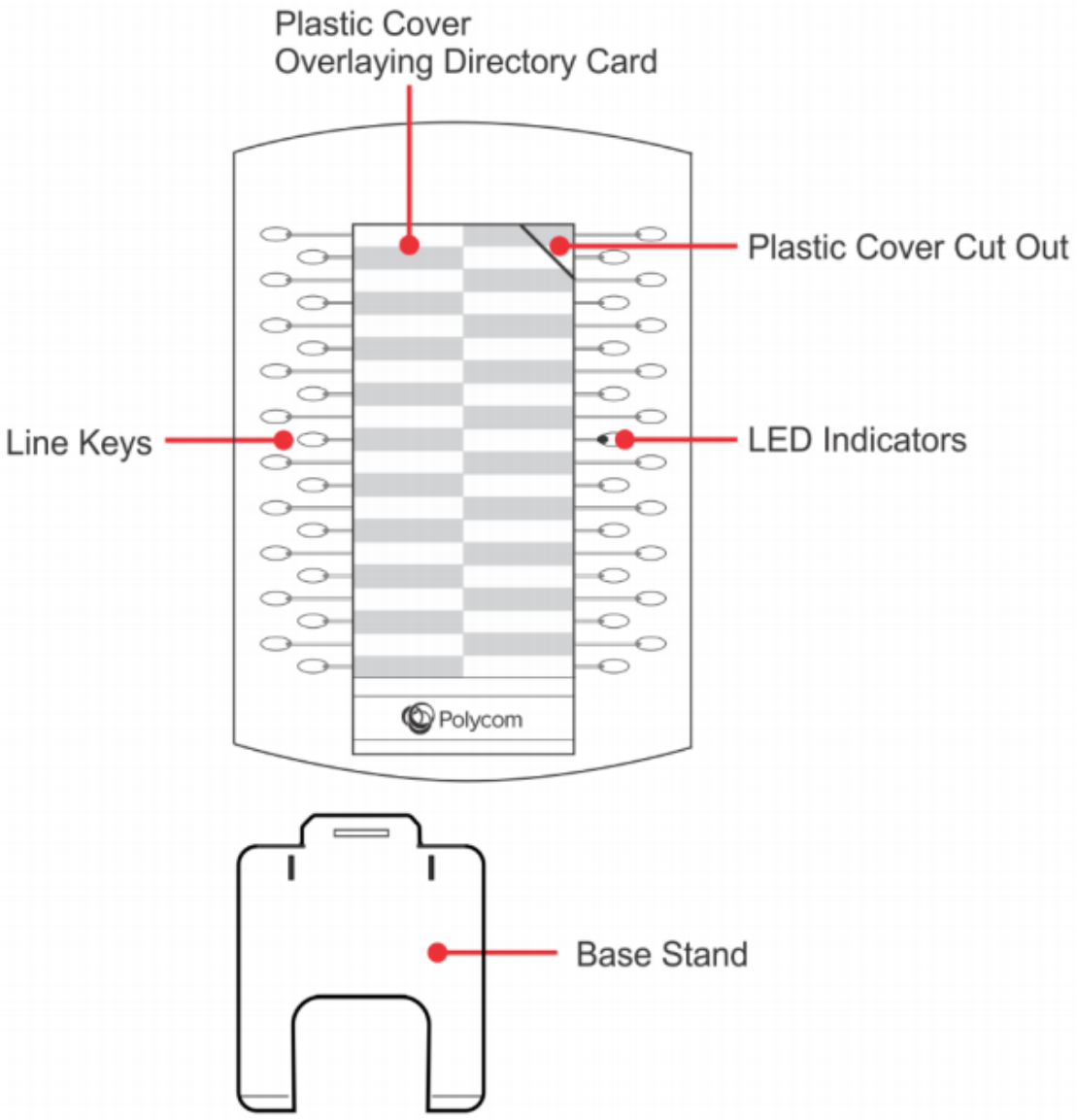
The Polycom VVX Expansion Modules are powered and signalled by VVX business media phones and require minimal setup.

After you connect an expansion module to a VVX phone, the module is automatically configured to work with the phone. Note that you cannot connect mono and colour display expansion modules together on the same phone. To connect the expansion module to your phone:

- Connect an auxiliary cable from the AUX port on the phone to the AUX IN port on the expansion module.
- The LED lights on the module's line keys flash red and green as the module starts up. The VVX Mono Expansion Modules power up in approximately 3 seconds.

Understand VVX Monochrome Expansion Module Features

The following figure illustrates the features, components, and keys available on the mono expansion modules.



The following are descriptions of the features, components, and keys available on the VVX Mono Expansion Module.

Plastic Cover Overlying Directory Card

- Protects the directory card. The directory card is a paper sheet that displays:
  - Line numbers
  - Busy lamp field
  - Contacts
  - Favourites
  - Line key functions
  -

Plastic Cover Cut-Out

- Helps insert or remove the plastic cover.
-

Line Keys

- Selects available line key contacts, functions, and assignments.
-

LED Indicators Indicates a line or busy lamp field contact's status

- The following lists the LED Indicator behaviours shown on the expansion modules:
  - Solid Green Indicates an active call in progress.
  - Fast-flashing Green Indicates an incoming call.
  - Flashing Green Indicates the remote party placed the call on hold.
  - Solid Red Indicates the phone of a monitored busy lamp field contact is placing a call or is in a call.
  - Flashing Red Indicates a held call.
  -

Base Stand

- Hooks into the back of the expansion module to stand up the display

Customise Device Line Keys

For full information on Device Customisation please see our Horizon Features Guide.

Step 1

- Assign a side car if not already done

Step 2

- Click the "Side Car" button

Step 3

- Click on a line key.

Step 4

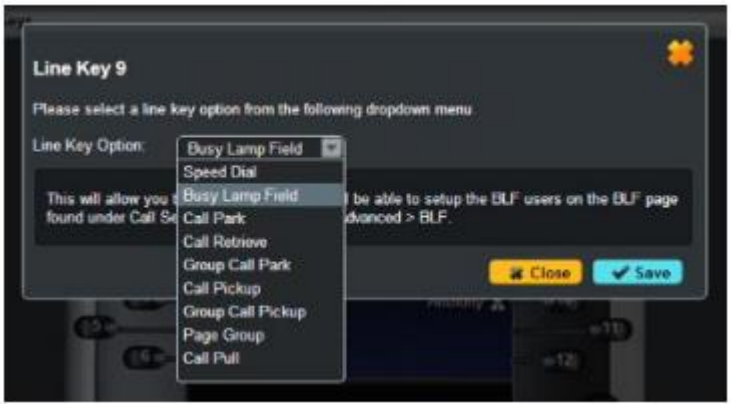
- Select the option from the drop down*

Step 5

- Click the "Save" button to update the configuration.

Step 6

- Click save on device screen to restart the device in order to download the latest configuration



⚠ **Please note on the VVX310, VVX500 & VVX600 the line keys can be set as BLF's only**