Quick Start Guide

☑ C61S/C61SP Business IP Phone



Thanks for Choosing Dinstar's IP phone!

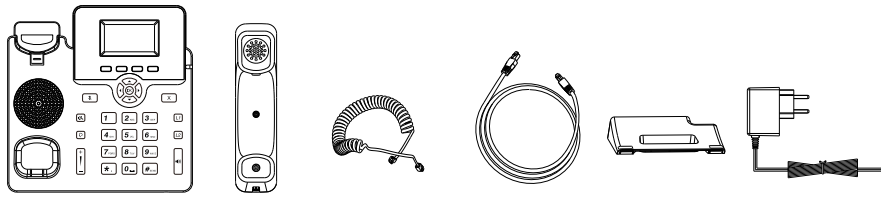
Please read this guide carefully before using this product. If you need any technical support, please contact us.

Tel: +86 755 61919966
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1 Packaging Contents

The following items are included in your package. If you find anything missing, please contact our supporting and customer center.

☑ C61S/C61SP IP Phone

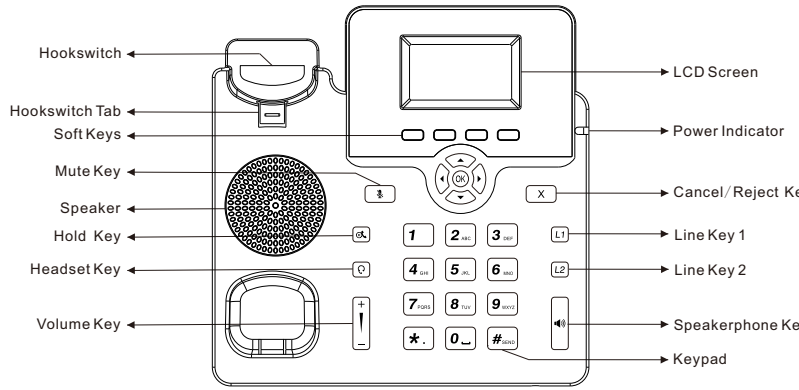


IP Phone | Handset | Handset Cord | Ethernet Cable | Stand | Power Adapter (Optional)

Note: The C61SP IP phone is powered by PoE, the power adapter will not be provided.

2 Hardware Component Instructions

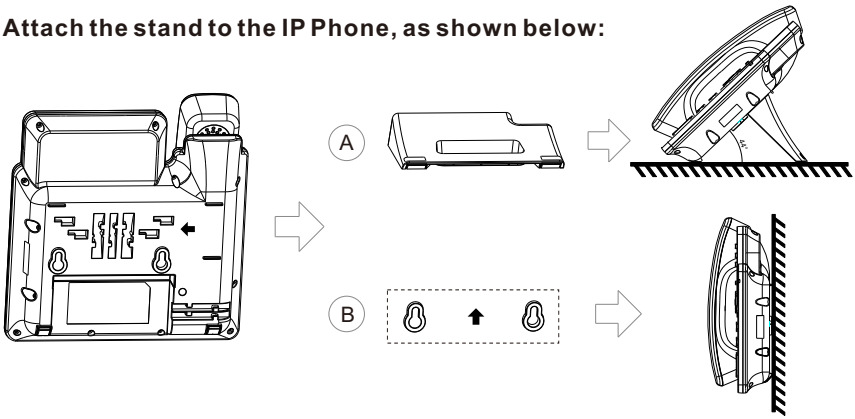
The main hardware components of the C61S/C61SP IP phone are the LCD screen and the keypad.



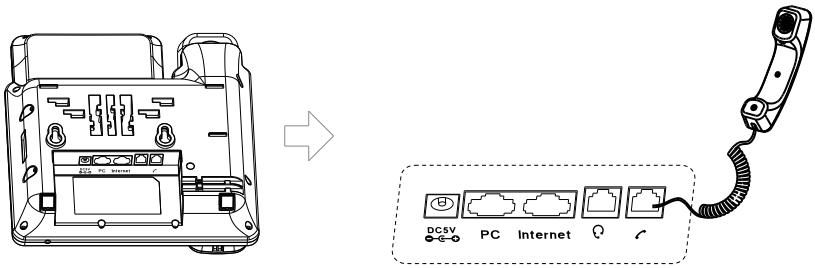
LCD Screen	Displays the call, default account, message, soft key, time, date and other related information.
Power Indicator	• Indicates the power connection status and other characteristic status of the telephone: • When receiving a call, the indicator light flashes quickly; • When there are missed calls or received voice messages / short messages, the indicator light flashes slowly.
Line Keys	It is used to activate 2 accounts and configure various functions.
Soft Keys	The LCD interface of the phone displays the function names corresponding to the four soft keys, and the user can press the corresponding soft keys to complete the operation.
Hookswitch	• Pick up the handle from the handle frame, spring up the fork spring and connect the lines; • Put the handle back into the handle holder and disconnect.
Keypad	Provides input for numbers, uppercase and lowercase letters, and other special characters.

3 Assembling the IP Phone

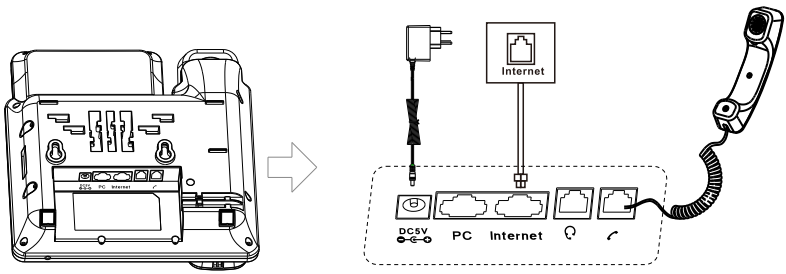
▶ **Attach the stand to the IP Phone, as shown below:**



▶ **Connect the handset to the IP phone, as shown below:**



▶ **Connect the network and power, as shown below:**



Note: PC connection and extension connection are optional.

4 Startup

After the IP phone is powered on and connected to network, it will start up automatically. And then the IP phone is ready for use. You can configure the phone via the phone's user interface or the web user interface.

5 Configure the IP Phone

There are two ways to customize the configurations of the IP Phone.

- Configure via the user interface on the IP Phone
- Configure via the web interface on your PC

▶ Configure via the user interface on the IP Phone

The LCD screen and the keypad on the IP phone allows you to execute all call operation tasks and basic configuration changes directly on the phone.

Network Setting

By default, the phone attempts to contact a DHCP server in your network to obtain its valid network settings, e.g., IP address, subnet mask and gateway address .

If your phone cannot contact a DHCP server, you need to configure network settings manually.

(1) Press the **Menu** soft key when the phone is idle, select **Settings→Advanced Setting,** input the default password 'admin', and then select **Network→ LAN Port**, press OK.

(2)Select **Static IP** or **PPPoE**. If you select static IP, you need to enter the IP address, subnet mask and gateway address. If you select PPPoE, you need to enter the username and password of the PPPoE account.

(3) Press the **Save** soft key to accept the change. Then the network settings is completed.

Account Setting

(1) Press the 'Menu' soft key when the phone is idle, and then select **Settings→Advanced Setting,** input the default password 'admin', and then select **Account**, press OK.

(2) Select an account to configure account information. The following is the explanation of of relevant parameters:

Active: Press ◁ or ▷ to select **Enable/Disable** to enable or disable the account

Label: It is shown on the LCD screen to identify the account.

Display Name: It is shown as caller ID when you place a call.

Register Name: It is an authenticated ID for authentication provided by ITSP (required).

User Name: It is provided by ITSP for registration (required).

Password: It is provided by ITSP for registration (required).

SIP Server: It is provided by ITSP for registration (required).

SIP Port:It is provided by ITSP for registration (required).

For more information about account parameters, please refer to the user manual of the IP phone.

▶ Configure via the Web interface on your PC

Accessing the web interface on PC

(1) Press the OK key when the phone is idle to obtain the IP address of the phone.

(2) Open a web browser on your PC, enter the IP address into the address bar(e.g., http://192.168.11.110'), and then press **Enter**.

(3) Enter the username (default: admin) and password (default: admin) in to the login page and then click **Login** .

Network Setting

Click **Network → Basic** to configure the LAN port and the PC port.

If there is a need, click **Network → Advanced** to configure the VLAN, VPN, SNMP, TR069, LLDP, local RTP, QoS and 802.1x.

Account Setting

Click **Account → Basic** to configure the basic information of an account. For the explanation of the account parameters, please refer to **Configure via the user interface on the Phone**.

If there is a need, click **Account → Advanced** to configure the codec, DTMF, call-related information and etc. for the account.

6 Basic Call Features

▶ Place a call

Using the handset

(1) Pick up the handset.

(2) Enter the number and then press the **Send** soft key.

Using the speakerphone

(1) With the handset on-hook, press .

(2) Enter the number and then press the **Send** soft key.

Using the Headset

(1) With the headset connected, press to activate the headset mode.

(2) Enter the number and then press the **Send** soft key.

Note: During a call, you can alternate between the headset, hands-free speakerphone and the handset mode by pressing the corresponding key or by picking up the handset.

▶ Answer a call

Using the handset

Pick up the handset.

Using the speakerphone

(1) Press .

Using the headset

(1) Press .

Note: You can reject an incoming call by pressing the **Reject** soft key.

▶ End a call

Using the handset

Hand up the handset or press the **Cancel** soft key .

Using the speakerphone

Press  or the **Cancel** soft key.

Using the Headset

Press the **Cancel** soft key.

▶ Redial

Press the **History** soft key,then press  or  to select the desired entry, and then press the **Send** soft key.

▶ Call Mute and Un-mute

Press  to mute the microphone during a call.

Press again to un-mute the call.

▶ Call Hold and Resume

Place a call on hold

Press  or the **Hold** soft key during an active call.

To resume a call

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 Transfer

(1) Press the **Trans** soft key during an active call. The call is placed on hold.

(2)Enter the number you want to transfer to.

(3) Press .

▶ Call Forward

(1) Press the **Menu** soft key when the phone is idle and then select **Features → Call Forward**.

(2) Select the desired forward type:
Always Forward: Incoming calls are forwarded unconditionally.
Busy Forward: Incoming calls are forwarded when the phone is busy.
No Answer Forward: Incoming calls are forwarded if not answered after a period of time.

(3) Enter the number you want the call to be forwarded to. For **No Answer Forward**, set a value in the **Timeout** field for determining the duration of the ringing time before the call is forwarded.

(4) Press the **Save** soft key to accept the change.

▶ Speed Dial

To configure a speed dial key:

(1) Press the **Menu** soft key when the phone is idle, and then select **Features→ Programmable Keys→ Line Keys**.

(2) Select the desired line key, and then press the **Enter** soft key.

(3) Press the **Switch** soft key to select **Speed Dial** from the **Type** field, and then enter the number for speed dial in the **Value** field.

(3) Press the **Save** soft key to accept the change.

To use the speed dial key:

press the speed dial key to dial out the preset number.

▶ Hotline

To configure a hotline number:

(1) Press the **Menu** soft key when the phone is idle, and then select **Features-> Hotline**.

(2) Press the **Switch** soft key to select **Enable** for the **Active** field, and then enter the desired hotline number in the **Number** field.

(3) Enter the hotline delay time in the **Timeout** field. The valid values range from 0 to 5 and default value is 4.

(4) Press the **Save** soft key to accept the change.

To use the hotline:

Pick up the handset or press , and the call to the preset hotline will be dialed out automatically.

▶ DND

To enable DND:

Press the DND soft key when the phone is idle, or press the **Menu** soft key and then select **Features ->DND Code** to enable DND and complete relevant configurations.

7 Customize the IP Phone

▶ Call History

(1) Press the **History** soft key when the phone is idle, press or to scroll through the call list.

(2) Select an entry from the list, and you can do the following:
Press the **Dial** soft key to place a call to this entry;
Press the **Delete** soft key to delete the entry from the list.

If you press the **Option** soft key, you can also do the following:
Select **Detail** to view detailed information about the entry;
Select **Add to Contacts** to add the entry to the local phonebook;
Select **Add to Blacklist** to add the entry to the blacklist;
Select **Delete All** to delete all entries from the history call list.

▶ Phonebook

To add a contact to the local phonebook:

(1) Press the **Book** soft key when the phone is idle, and then select **Local Phonebook → All Contacts**.

(2) Press the **Add** soft key to add a contact to the phonebook.

(3) Enter the contact's information in corresponding fields and press the **Save** soft key.

To delete a contact:

(1) Press the **Book** soft key when the phone is idle, and then select **Local Phonebook → All Contacts**.

(2) Press or to select the desired contact, press the **Option** soft key and then select **Delete** from the prompt list.

(3) Press the **OK** soft key when the LCD screen displays 'Delete selected item?'.

▶ Volume Adjustment

Press during a call to adjust receiver volume of the handset/speakphone/headset,

Press the same key when the phone is idle or ringing to adjust the ring volume.

You can also press the **Menu** soft key and select **Settings → Basic Setting → Phone Volume** to adjust the talk volume, tone volume, ring volume, Mic (handset/headset/handfree) volume as well as key volume.

▶ Ring Tones

(1) Press the **Menu** soft key when the phone is idle, and then select **Settings → Basic Setting → Ring Tones**.

(2) Press or to select the desired ring tone, and then press the **Save** soft key.