

How to get Connected with Chicago Business VoIP!

Please refer to the troubleshooting guide provided if you are experiencing problems. If you need further help, please create a ticket online at <http://www.chicagobusinessvoip.com/pages/support/10.php>.

1. What you will need:



Cisco 7940 Phone
Provided



Power Supply
Provided



Network Cable

One provided in box. Will need one additional to connect to Computer



Power Outlet



Network Jack

2. Unpack Phone: Plug one end of spiral phone cord into bottom of handset. Plug other end into the port on the back of the phone that has a handset icon. (Number 6 in Figure A-1)

3. Plug into Outlet: Plug power supply into port shown as 1 in Figure A-1. Plug into power outlet.

4. Connect to Network Jack
Use one network cable. Plug one end into network jack on wall and the other into 10/100 SW (4 in Figure A-1.)

5. Connect to Computer Use second network cable. Plug one end into network jack on computer and the other end into port 10/100 PC (Number 5 in Figure A-1.)

6. CBV Connected! If you see your phone number and display on the phone, it is successfully connected. If you see "Pick up handset to configure", pick up handset and input full phone number followed by the # sign. Finally, enter password (last four digits of phone number) and # sign. Your phone will go through an upgrade process and then you are connected to CBV!

Figure: A-1

