

PolyCom Soundpoint 650



Head Office:
Level 1 21 Shierlaw Ave Canterbury 3126, Victoria, Australia

1300 0 JINGL
1 3 0 0 0 5 4 6 4 5

www.jingl.com.au

Configuring PolyCom SoundPoint 650

1. View and record the unique MAC address of the handset which can be found at the base of the handset.



- Logon to the jingl web portal, using specific customer domain URL <https://customer.jingl.com.au>
Enter your User Name and Password

My Account

Remember Me

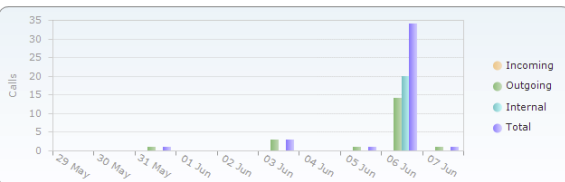
Log In
Forgot Password

Presented with Dashboard

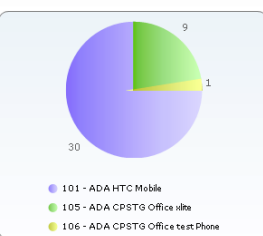
Dashboard
Calls
Settings
Reports
Status

Dashboard

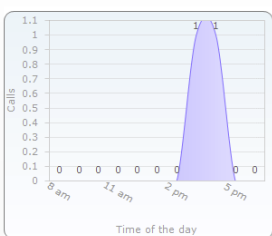
Recent Calls Overview
Calls for last 10 days



Calls per extension
Top 5 extensions for last 10 days



Average Calls per Time of Day
Calls for last 10 days



Handsets
The total number of handsets setup for the account.

7 of 100 configured (7%)

Queues
The total number of queues configured for the account.

1 of 8 configured (12.5%)

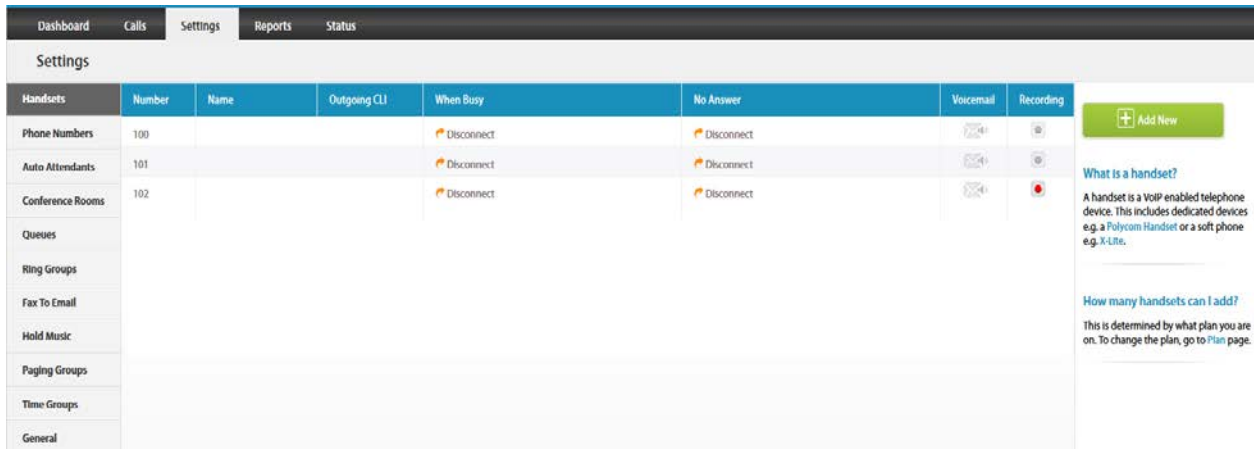
Conferences
The total number of conferences setup for the account.

1 of 5 configured (20%)

Ring groups
The total number of ring groups configured for the account.

1 of 5 configured (20%)

3. Select and click the settings menu



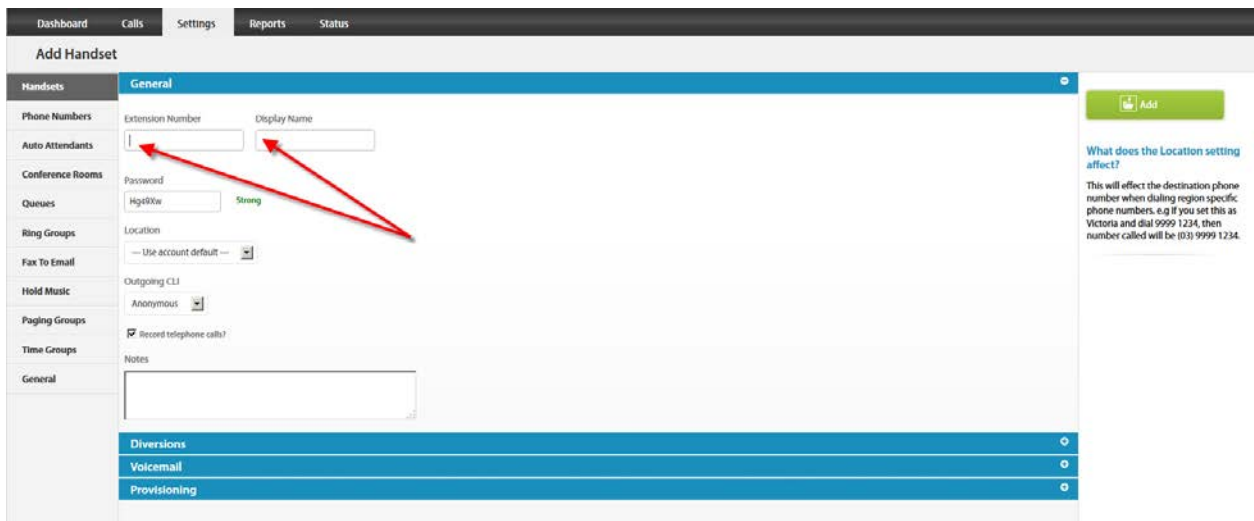
Handsets	Number	Name	Outgoing CLI	When Busy	No Answer	Voicemail	Recording
Phone Numbers	100			Disconnect	Disconnect		
Auto Attendants	101			Disconnect	Disconnect		
Conference Rooms	102			Disconnect	Disconnect		
Queues							
Ring Groups							
Fax To Email							
Hold Music							
Paging Groups							
Time Groups							
General							

What is a handset?
A handset is a VoIP enabled telephone device. This includes dedicated devices e.g. a Polycom Handset or a soft phone e.g. X-Lite.

How many handsets can I add?
This is determined by what plan you are on. To change the plan, go to [Plan](#) page.

4. Click on "Add new"

In general tab, choose and enter extension number and a display name



Add Handset

General

Extension Number:

Display Name:

Auto Attendants:

Conference Rooms:

Queues: String

Ring Groups:

Fax To Email:

Hold Music:

Paging Groups:

Time Groups:

General:

Outgoing CLI:

Anonymous:

Record telephone calls?

Notes:

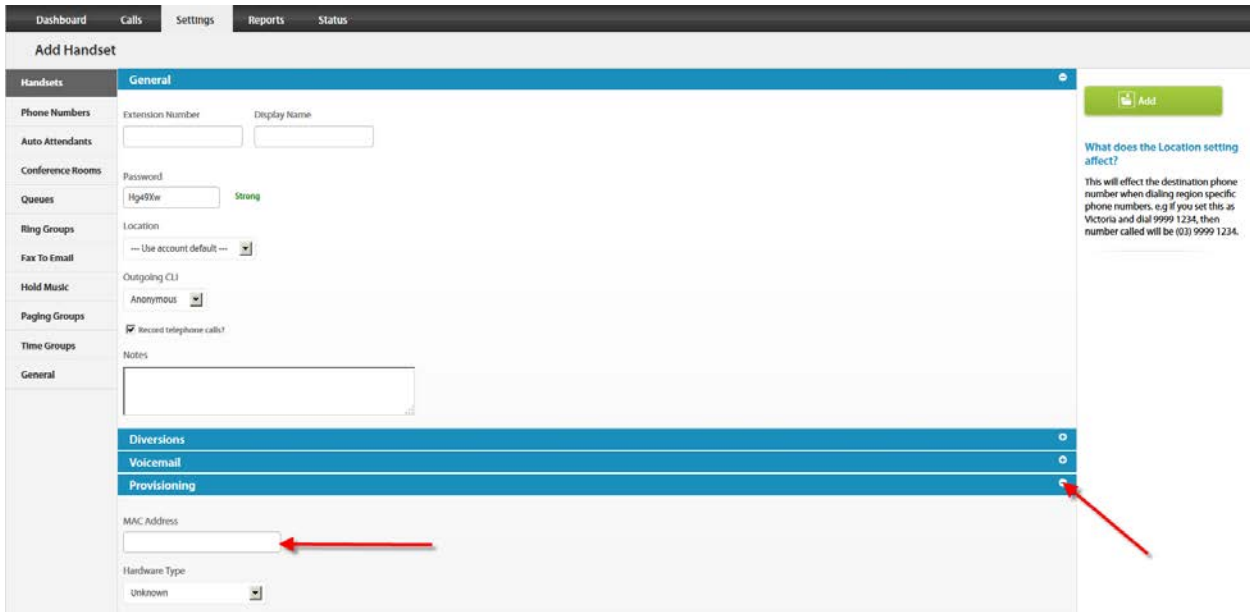
Divisions

Voicemail

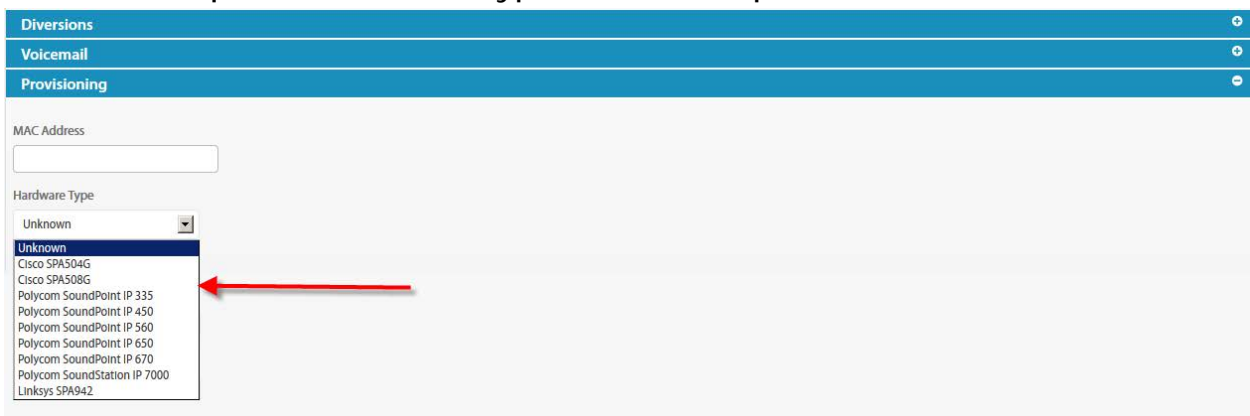
Provisioning

What does the Location setting affect?
This will effect the destination phone number when dialing region specific phone numbers. e.g if you set this as Victoria and dial 9999 1234, then number called will be (03) 9999 1234.

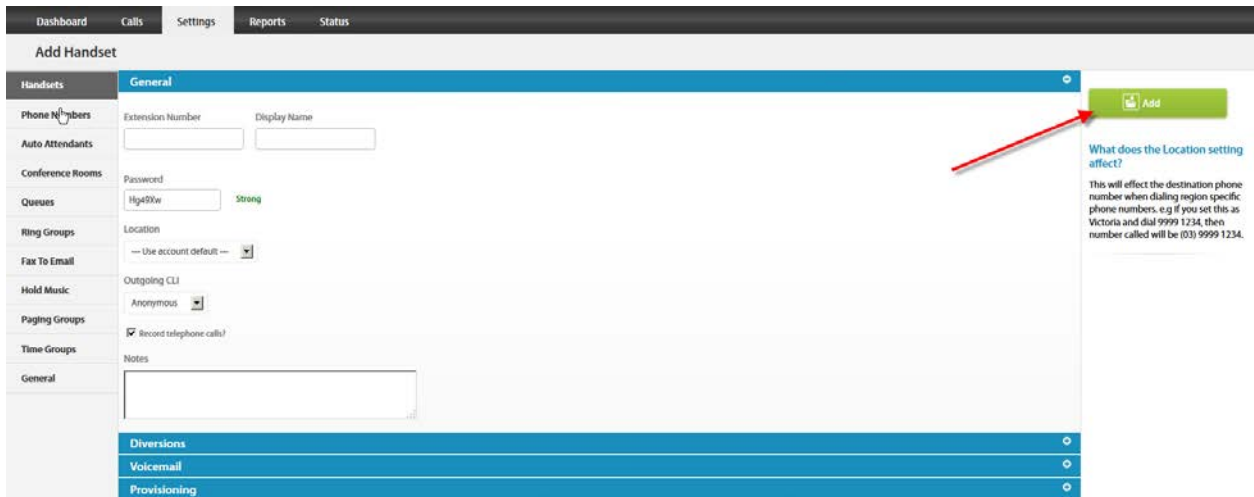
5. Select and expand Provisioning tab. Enter the MAC address of the phone



6. Select and expand Hardware Type. Select the phone model



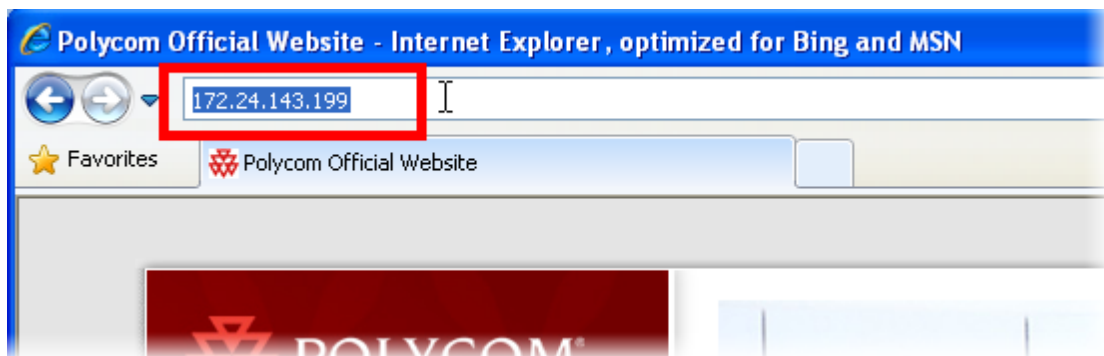
Click Add to finish your extension configuration.



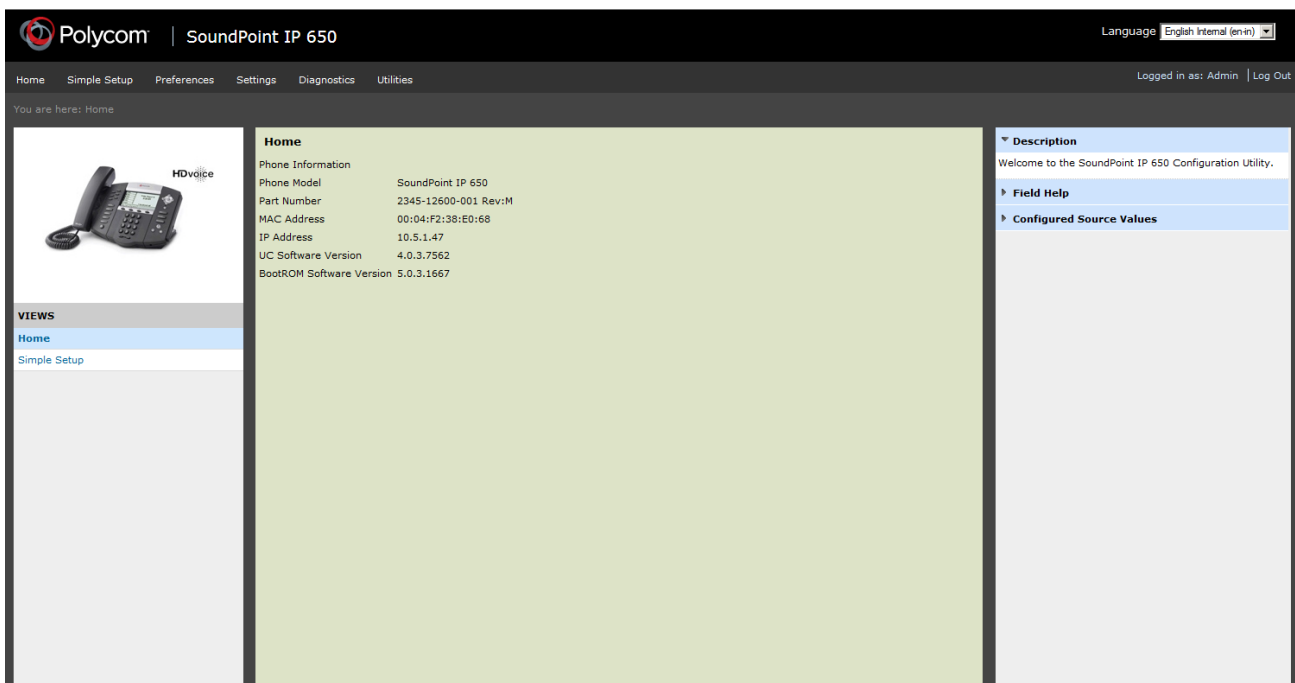
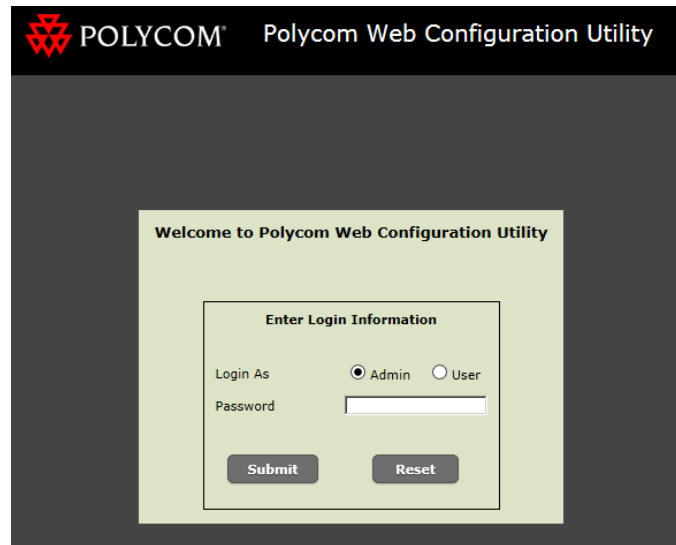
7. Connect your phone on the network with a DHCP server, and find out phone's IP address.

On handset press Menu > Status > Network > TCP/IP Parameters (Menu, 2, 2, 1).

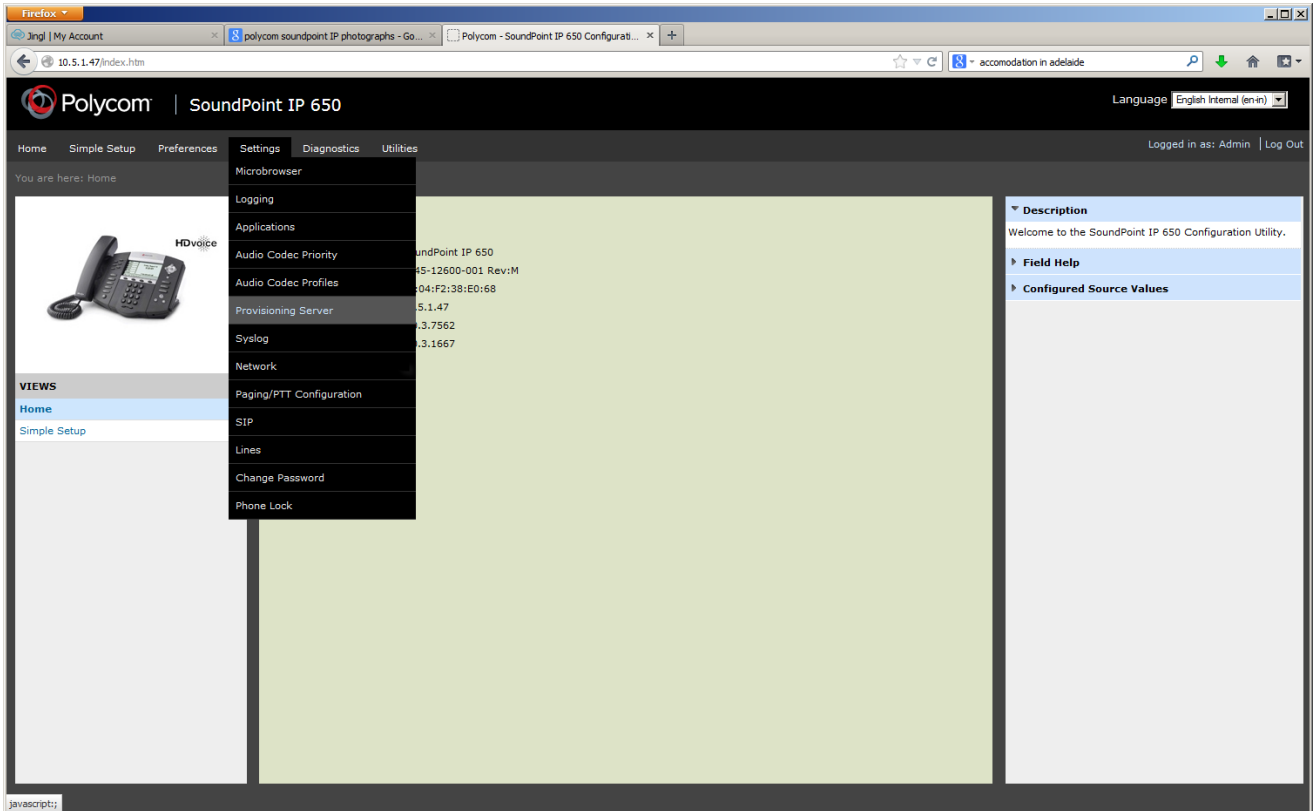
8. Use a compatible browser to browse the phone web menu using phones IP address



9. Login to the web interface with admin user (default password is 456)



10. Browse to settings → Provisioning Server



11. Select “HTTP” as Server Type

Enter “tftp.jingl.com.au” as Server Address

No Server User and Server Password required

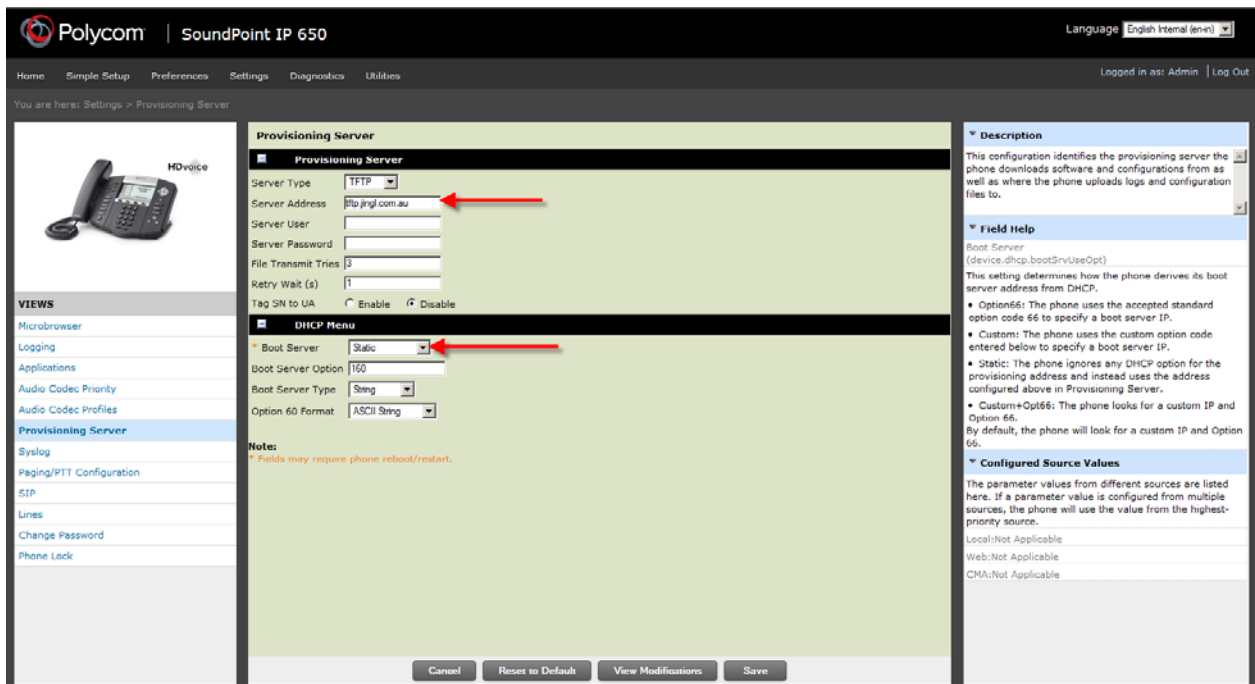
Expand DHCP Menu

Ensure Boot Server is set to “Static”

Ensure Boot Server Option is set to “160”

Ensure Boot Server Type is set to “String”

Ensure Option 60 Format is set to “ASCII String”



The screenshot shows the Polycom SoundPoint IP 650 provisioning server configuration page. The page is titled "Provisioning Server" and "DHCP Menu". The "Provisioning Server" section includes fields for "Server Type" (TFTP), "Server Address" (tftp.jingl.com.au), "Server User", "Server Password", "File Transmit Tries" (3), "Retry Wait (s)" (1), and "Tag SN to UA" (Enable/Disable). The "DHCP Menu" section includes "Boot Server" (Static), "Boot Server Option" (160), "Boot Server Type" (String), and "Option 60 Format" (ASCII String). A "Notes" section at the bottom states "Fields may require phone reboot/restart." The "Save" button is located at the bottom right of the configuration area.

Click on the save button

12. Restart the phone for the new settings to take place, the phone will download and configure all settings from the provisioning server as well as any necessary firmware files.

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