

Virtuoso Operation Guide



Getting Started

1. **To answer a call**, put on your headset and lift the handset receiver and set it on the desk. Be sure that the headset/ handset switch is set to headset and that the button at the bottom is set to Position 2.

2. **To place a call**, put on your headset and lift the handset receiver and set it on the desk. Be sure that the headset/ handset switch is set to headset and that the button at the bottom is set to Position 2. Dial your number either through SalesReady autodialing or by manually dialing the numbers on your phone.



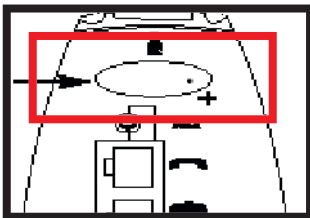
**Position 1
Entertainment**

**Position 2
Talking & Recording**

**Position 3
Audio Playback**

Using the Volume Controls

1. **Adjust the sound the caller hears**



2. **Headset/
Handset Switch**



3. **Mute**

4. **Adjust the volume of
audio playback**



5. **Adjust the sound
you hear**

