

Forwarding an Avaya phone extension

Solution

Enable call forwarding from an Avaya 9608 phone

1. Press the right arrow button to scroll right to access the Features menu on the phone screen.
2. Select Call Fwd you will hear a dial tone.
3. Enter the number to which you want to forward your calls as the destination (9 + number), then press Enter or OK.

After you enter the forwarding number, you hear a confirmation tone.

Disable call forwarding on Avaya 9608 Phone:

1. Press the right arrow button to scroll right to access the Features menu on the phone screen.
2. Select Call Fwd you will hear a dial tone.

You will hear a double beep indicating call forwarding has been disabled.

Details

For additional assistance, please visit helpme.cancer.org and click Live Chat

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