



5310 IP Conference Unit

Operation with the 5224 and 5220 IP Phones



5310 IP Conference Unit with the 5224 IP Phone (shown) or 5220 IP Phone

The Mitel 5310 IP Conference Unit comprises a speaker, a side control unit, and a Mitel 5224 or 5220 IP Phone. For information about using the 5310-Conference Unit with the Mitel 5225 IP Phone, see the reverse side of this guide.

- | | | |
|---------------------|-------------------|---------------------|
| 1 Side Control Unit | 4 Volume Controls | 7 Presentation Mode |
| 2 Optional Remote | 5 Mute Controls | 8 Directional LED |
| 3 On/Off Buttons | | |

Quick User Guide

Using the 5310 IP Conference Unit with 5224 and 5220 IP Phones

The following procedures can be carried out using either the side control unit **1** or the optional remote **2**.

Turn the Conference Unit On or Off

- Press **On/Off** button **3**.

The Directional LED **8** on the speaker turns on.

Turn Mute On or Off

- Press **Mute** **4**.

The associated LED turns on/off. The Direction LED **8** on the speaker turns amber when Mute is on.

Adjust the Volume

- Press **Volume Up / Down** arrows **3** repeatedly.

The Direction LED **8** turns green each time you adjust the volume. This LED turns amber when the maximum or minimum volume is reached.

Presentation Mode

Presentation Mode is used when only one individual is speaking to a group. If another member in the group wishes to speak, disable Presentation Mode. Presentation Mode minimizes extraneous noise.

Turn the Presentation Mode Feature On

- Start speaking and then press **Presentation** **5** so the conference unit will pick up your voice only.

The associated Direction LED **8** turns on and starts flashing to indicate that the Conference Unit is receiving your voice.

Turn the Presentation Mode Feature Off

- Press **Presentation** **5** to allow other speakers to be heard during the teleconference.

The associated Direction LED **8** stops flashing.

Mitel 5310 Conference Unit User Guide

Terry C. Jones



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