# View Missed Calls Through the IP Phone on SPA300/SPA500 Series IP Phone

#### **Objectives**

Whenever a call is missed, the name of the caller, extension number of the caller, date and time of the call is recorded. The missed calls can be viewed on the IP phone.

This document explains how to view missed calls on the SPA300/SPA500 Series IP Phone.

### **Applicable Devices**

- SPA300 Series IP Phone
- SPA500 Series IP Phone

## **Step-by-Step Procedure**

#### View Missed Calls Through the IP Phone



Step 1. Press the **Setup** button on the IP phone to bring up the Setup menu.



Step 2. Select **Call History** and press **Select**, or press **1**, to bring up the *Local Services* menu.

🗅 Local Services 🛛 💈								
Â	1 Missed Calls							
	2	Recei	ved Calls					
Ų	3	Place	d Calls					
UC540								
Select			Clear		Exit			

Step 3. Select **Missed Calls** and press **Select**, or press **1**, to bring up the *Missed Calls* menu.

Missed Calls								
1 Joe S 201,12	1 Joe Smith 201,12/1/11,5:00p							
<b>₽</b> 2 Pete	Ross							
UC540								
Select	EditDial		Exit					

Step 4. Scroll up and down with the navigation keys to view missed calls. The name of the caller, extension number of the caller, date, and time of each missed call is displayed.