How to Log into a general purpose "Hot Desk" phone

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To log into a general use, "Hot Desk" phone so you can make and receive calls at your own extension, follow these instructions:

https://cloud.mspca.org/index.php/s/9pTPLdAmf5Njei5

To login:

Press Login

Enter your ext number followed by #

Enter your PIN followed by #.

(If you don't know your PIN, try 350350. If that doesn't work, a member of IT can reset it for you. Open a ticket or call 5116.)

When you leave:
Press More

Press Logout

Press 1 when prompted.