



Yealink T44W Desk Phone

Quick-Reference Guide — Common Area Locations (Classrooms)

Because this phone is assigned to a common space, it is not tied to an individual user. It is configured for simple, direct room-to-room calling, external dialing, and campus safety.

⚠ EMERGENCY PROTOCOL (911)

Dial 911 directly from the physical keypad. Do not dial an outside access prefix (such as 9).

1. Basic Calling Operations

- **Placing an Internal Call:** Lift the handset (or press the **Speakerphone** key), dial the **4-digit or 5-digit extension** of the room or office, and press the **Call** soft key.
- **Placing an External Call:** Lift the handset, dial the full 10-digit number directly (**no prefix needed**), and press the **Call** soft key.
- **Answering a Call:** Lift the handset or press the physical **Hands-free Speakerphone** key (bottom-right).

2. Basic Call Handling

Hands-on testing of the T85W (a different, touchscreen model) surfaced a few soft-key label corrections versus the original documentation. This guide's button labels below have not yet been confirmed against actual T44W hardware.

Hold / Resume

1. During an active call, press the soft **Hold** key.
2. To bring the caller back, press the **Resume** soft key.

Blind Transfer (Directly Handing off a Call)

1. Press the soft **Transfer** key for menu options and select **Transfer Call**.
2. Dial the target 4/5-digit extension.
3. Then select the **"B Transfer"** soft key to complete the call.



Central Islip School District



Yealink T44W — key layout reference

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