



Yealink T33G Desk Phone

Quick-Reference Guide — Common Area Locations

⚠ EMERGENCY PROTOCOL (911)

Dial 911 directly on the keypad.

Placing & Receiving Calls

- **Placing an External Call:** Lift the handset, dial the full 10-digit number, and press the **Send** soft key.
- **Placing an Internal Call:** Lift the handset, dial the **4-digit or 5-digit extension**, and press the **Send** soft key.
- **Using Speakerphone:** Leave the handset on the cradle, press the **Speakerphone Key** (bottom-right of the navigation pad), dial the number, and press **Send**.
- **Answering a Call:** Lift the handset or press the **Answer** soft key.

Active Call Handling

Hands-on testing of the T85W (a different 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 T33G hardware.

Hold / Resume

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

Blind Transfer (Direct Hand-off)

1. Press the **Transfer** soft key during a call (this places the caller on hold).
2. Dial the recipient's extension or phone number.
3. Press the **Transfer** soft key (or **B Trans** soft key) again to route the call immediately.

Attended Transfer (Consult and Hand-off)

1. Press the **Transfer** soft key during a call.
2. Dial the extension, then press the **Send** soft key.
3. Wait for your colleague to answer, announce the call, and press the **Transfer** soft key once more to connect them.

Helpful Common Area Features

- **Mute Microphone:** Press the **Mute Key** (microphone icon). The button turns solid red to show the room's audio is private. Press it again to unmute.
- **Volume Adjustment:** Press the **+ / - volume buttons** below the navigation wheel. If idle, this adjusts ringer volume. On an active call, it adjusts speaker/handset volume.
- **Redial:** Press the **Redial Key** (two curved arrows icon) twice rapidly to redial the last number called from that physical phone.



Yealink T33G — key layout reference