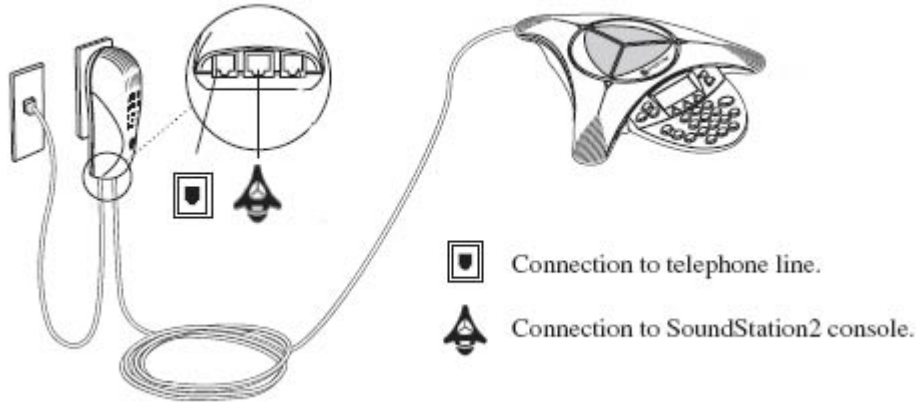




## Information Technology Services

### Setting up the Polycom SoundStation 2

Refer to the diagram below to set up the Polycom SoundStation 2 in the conference room.




You should see the word **READY** in the display after you get the SoundStation 2 plugged in and setup.

5551212



### Placing or receiving calls

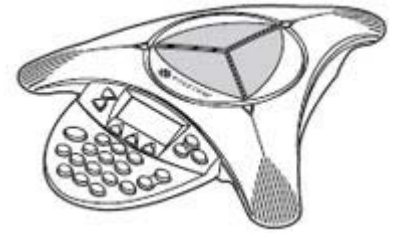
- To place an outgoing call, click the handset key.  Dial the desired number.
- To cancel or end the call, press the handset key again.
- To answer an incoming call, just press the handset key.

### Putting a call on hold

To put the call on hold, press the soft key under Hold on the display.



To resume the call, press the soft key under Resume on the display.



Need Technology Help?

Call the Law Technology Help Desk.

- On campus: 3-9111
- Off campus: (404) 413-9111
- [Submit a Technology or Classroom Support Request](#)

Also, check out our [online listing](#) of technology resources.

[Law IT Blog](#)

### Technology Work in the Law Library

June 28, 2010

Over the coming weeks, the Law Information Technology team will be completing a couple of technology projects in the College of Law Library.

[more...](#)

### Emily Diffenderfer Joins the College of Law IT Department as College Website Coordinator

June 18, 2010

Emily is a seasoned web and communications professional with experience working with non-profits.

[more...](#)

### Law IT presenting at CALI 2010

June 17, 2010

Three members of College of Law Information Technology team are presenting at the Center for Computer-Assisted Legal Instruction (CALI) 2010 Conference in Camden, NJ.

[more...](#)

[all blog entries...](#)

## Muting a call

To mute a call, press the mute button.  
2 will glow red when your call is muted.



The LEDs on the top of the SoundStation

To release the mute, press the mute button again.

