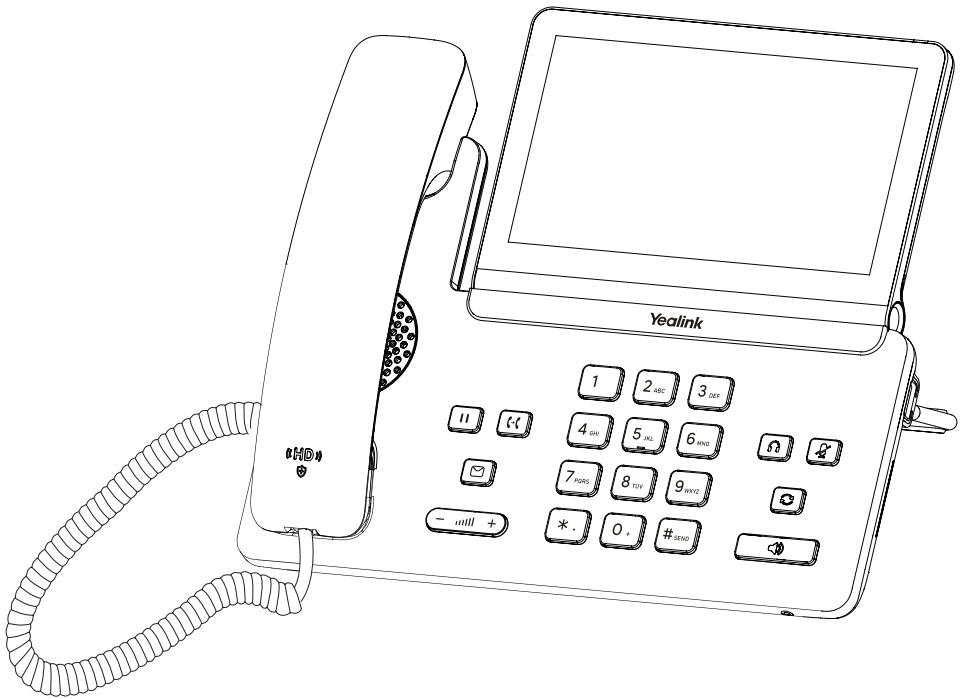


Yealink

Ultra Prime Business Phone

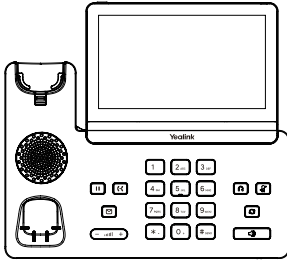
SIP-T87W



Quick Start Guide(V1.3)

Package Contents

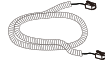
The following items are included in your package. If you find anything missing, contact your system administrator.



IP Phone



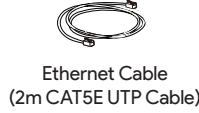
Handset



Handset Cord



Quick Start Guide



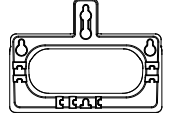
Ethernet Cable
(2m CAT5E UTP Cable)



Power Adapter
(Optional)



Stand

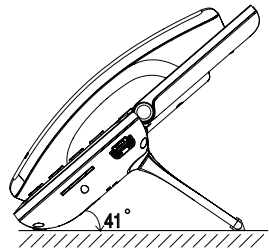
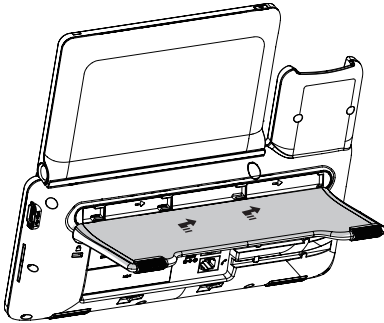


Wall Mount Bracket
(Optional)

Note: We recommend that you use the accessories provided or approved by Yealink. The use of unapproved third-party accessories may result in reduced performance.

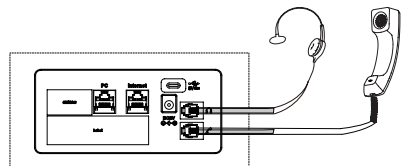
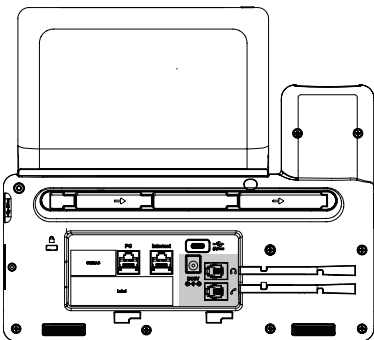
Assembling the Phone

1. Attach the stand, as shown below:

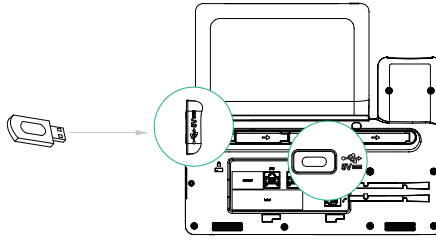


Note: You can also mount the phone to a wall. For more information on how to attach the wall mount bracket, refer to Yealink Wall Mount Quick Installation Guide for Yealink IP Phones.

2. Connect the handset and optional headset, as shown below:



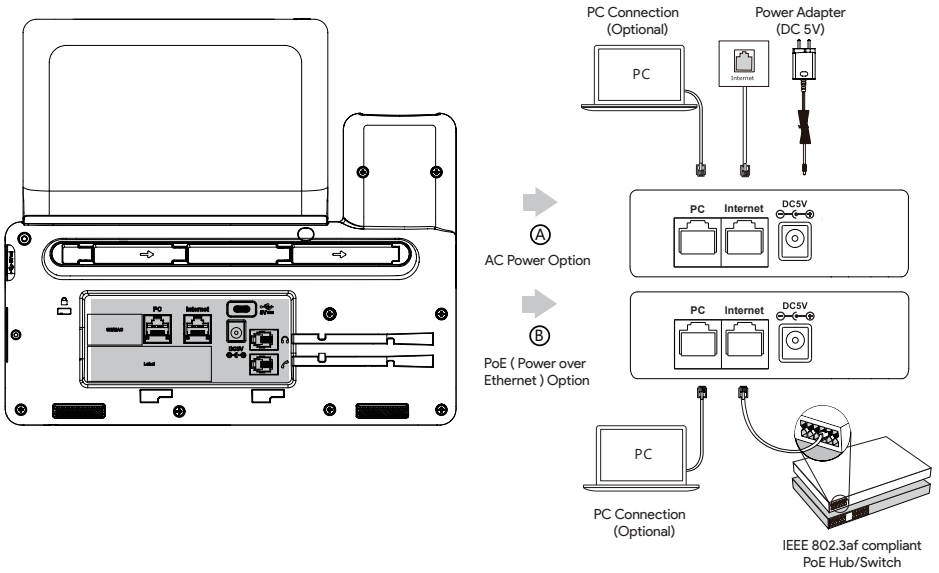
3. Connect the USB flash drive, as shown below:



- Note:**
- The USB-A port can be used to connect other USB devices, such as EXP55, USB headset, EHS40 and so on.
 - The USB-C port can be used to connect USB headset and Device Mode.

4. Connect the network and power, as shown below:

You have two options for network and power connections. Your system administrator will advise you which one to use.



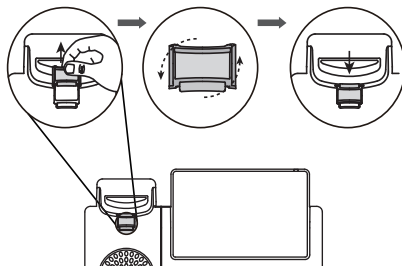
- Note:**
- The IP phone should be used with Yealink original power adapter (5V/2A) only.
 - The use of the third-party power adapter may cause the damage to the phone. If you are connecting a PC to your phone, we recommend that you use the Ethernet cable provided by Yealink.
 - If inline power (PoE) is provided, you don't need to connect the power adapter. Make sure the hub/switch is PoE-compliant.

Adjusting the Hookswitch Tab

The IP phone is packaged with the hookswitch tab in desk mount position. Before mounting the IP phone to a wall, you must set the hookswitch tab to wall mount position.

To adjust the hookswitch tab:

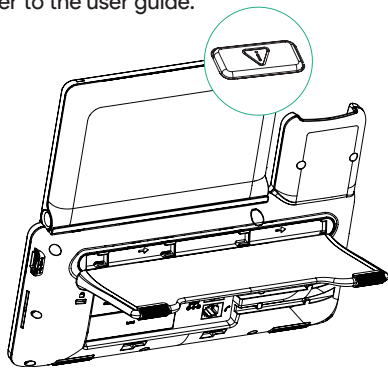
1. Pull the hookswitch tab in the handset cradle.
2. Rotate the hookswitch tab 180 degrees.
3. Reinsert the hookswitch tab.



The hookswitch tab has a lip which allows the handset to stay on-hook when the IP phone is mounted vertically.

Triggering Alarm

Yealink phones support an emergency button feature, enabling one-button alerting. For more related settings information, please refer to the user guide.



Startup

After the IP phone is connected to network and supplied with power, it automatically begins the initialization process. After startup, the phone is ready for use. You can configure the phone via web user interface or phone user interface.

Welcome

Initializing...please wait

Configuring Your Phone

Configuring via web user interface

Accessing the web user interface:

1. When the phone is idle, go to **Menu**→**Status**→**General** to obtain the IP address of the phone.
2. Open a web browser on your computer, enter the IP address into the address bar (e.g., "http://192.168.0.10" or "192.168.0.10"), and then press the **Enter**.
3. Enter the user name (default: admin) and password in the login page and click **Login**.

Network Settings: Click **Network**→**Basic**→**IPv4 Config**.

You can configure the network settings in the following ways:

DHCP: By default, the phone attempts to contact a DHCP server in your network to obtain its valid network settings, e.g., IP address, subnet mask, gateway address and DNS address.

Static IP: If your phone can not contact a DHCP server for any reason, you need to configure the IP address, subnet mask, gateway address, primary DNS address and secondary DNS address for the phone manually.

Note: The IP phone also supports IPv6, but IPv6 is disabled by default.

The wrong network settings may result in the inaccessibility of your phone and may have an impact on the network performance. Contact your system administrator for more information.

Account Settings: Click **Account**→**Register**→**Account X** (X=1,2,3...11,12).

Parameters of the account:

Register Status: It shows the register status of the current account.

Line Active: You can select Enabled/Disabled to enable/disable the account.

Label: It is shown on the LCD screen to identify the account.

Display Name: It is shown as Caller ID when placing a call.

Register Name: It is an authenticated ID for authentication provided by ITSP (required).

User Name: It is provided by ITSP for registration (required).

Password: It is provided by ITSP for registration (required).

Server Host: It is provided by ITSP for registration (required).

Register status icons on the LCD screen:



Registered



Registering



Register Failed

Note: Check with your system administrator if any error appears during the registration process or a specific configuration is required for your registration.

Configuring via phone user interface

Network Settings:

When the phone is idle, go to **Menu**→**Advanced**→**Network**→**WAN Port/Wi-Fi Port/VLAN/Web Server/802.1x/VPN/LLDP/CDP/NAT** to configure the network.

Account Settings:


When the phone is idle, go to **Menu**→**Advanced**→**Accounts** to configure the account.

Note: For more information on account parameters, refer to **Configuring via web user interface** above.



Basic Call Features

Placing a Call



Using the handset:

1. Pick up the handset.
2. Enter the number, and then tap .

Using the speakerphone:

1. With the handset on-hook, press .
2. Enter the number, and then tap .

Using the headset:

1. With the headset connected, tap  to activate the headset mode.
2. Enter the number, and then tap .


Note: During a call, you can alternate between the headset, hands-free speakerphone and handset modes by pressing the **Headset** key, the **Speakerphone** key or by picking up the handset. Headset mode requires a connected headset.

Answering a Call

Using the handset:

Pick up the handset.

Using the speakerphone:

Press .

Using the headset:

Tap .

Note: You can reject an incoming call by pressing the **Reject**.

Ending a Call

Using the handset:

Hang up the handset or tap **End Call**.




Using the speakerphone:

Press  or tap **End Call**.

Using the headset:

Tap **End Call**.

Redial

- Press  to enter the placed call list, select the desired entry and tap it directly or press .
- Press  twice when the phone is idle to dial out the last dialed number.

Call Mute and Un-mute

- Tap **Mute** to mute the microphone during a call.
- Tap **Mute** again to un-mute the call.


Call Hold and Resume

To place a call on hold:

Press  or tap **Hold** during an active call.

To resume the call, do one of the following:



- If there is only one call on hold, press  or tap **Hold** again

- If there is more than one call on hold, select the desired call, and then press  or tap **Hold**.




Call Transfer

You can transfer a call in the following ways:




Blind Transfer

1. Press  or tap **Transfer** during an active call. The call is placed on hold.
2. Enter the number you want to transfer to.
3. Tap **B Transfer** or .

Semi-Attended Transfer

1. Press  or tap **Transfer** during an active call. The call is placed on hold.
2. Enter the number you want to transfer to, and then tap .
3. Press  or tap **Transfer** when you hear the ring-back tone.

Attended Transfer


1. Press  or tap **Transfer** during an active call. The call is placed on hold.
2. Enter the number you want to transfer to, and then tap .
3. Press  or tap **Transfer** when the second party answers.

Call Forward

To enable call forward:

1. When the phone is idle, go to **Menu**→**Features**→**Call Forward**.
2. Select the desired forward type:
 - **Always Forward**—Incoming calls are forwarded unconditionally.
 - **Busy Forward**—Incoming calls are forwarded when the phone is busy.
 - **No Answer Forward**—Incoming calls are forwarded if not answered after a period of time.
3. Enter the number you want to forward to. For **No Answer Forward**, press the **Navigation Cluster** key to select the desired ring time to wait before forwarding from the **After Ring Time** field.
4. Tap **Save** soft key to accept the change.

Call Conference

1. Tap **Invite** during an active call. The call is placed on hold.
2. Enter the number of the second party, and then tap .
3. When the second party answers, all parties are now joined in the conference.
4. Tap **End Call** soft key to disconnect all parties.

Note: You can split the conference call into two individual calls by tapping **Manage**→**Split**.

Speed Dial

To configure a speed dial key:

1. When the phone is idle, go to **Menu**→**Features**→**Dsskey**.
2. Select the desired DSS key, and then press the **Enter** soft key.
3. Select **SpeedDial** from the **Type** field, select the desired line from the **Account ID** field, enter a label in the **Label** field and then enter the number in the **Value** field.
4. Tap **Save** soft key to accept the change.


To use the speed dial key:

Press the speed dial key to dial out the preset number.

Voice Message

Message waiting indicator on the idle screen indicates that one or more voice messages are waiting at the message center. The power indicator LED slowly flashes red.


To listen to voice messages:

1. Tap  or the **Connect** soft key.
2. Follow the voice prompts to listen to your voice messages.

Customizing Your Phone

Call History



1. Tap **History** when the phone is idle and scroll through the list.
2. Select an entry from the list, you can do the following:

If you tap , you can also do the following:



- Select **Edit** to edit detailed information about the entry.
- Select **Add to Local** to add the entry to the local directory.
- Select **Blocklist** to add the entry to the blocklist.
- Select **Delete** to delete the entry from the list.

Contact Directory


To add a contact:

1. Tap **Directory** when the phone is idle, and then select **All Contacts**.
2. Tap  to add a contact.
3. Enter a unique contact name in the **Name** field and contact numbers in the corresponding fields.
4. Tap  to accept the change.

To edit a contact:







1. Tap **Directory** when the phone is idle, and then select **All Contacts**.
2. Select the desired contact, tap  → **Edit**.
3. Edit the contact information.
4. Tap  to accept the change.

To delete a contact:


1. Tap **Directory** when the phone is idle, and then select **All Contacts**.
2. Select the desired contact, tap  → **Delete**.
3. Tap **OK** when the LCD screen prompts "Delete selected item?".

Note: You can add contacts from call history easily. For more information, refer to Call History above.

Volume Adjustment

- Press   during a call to adjust the receiver volume of the handset/speakerphone/headset.
- Press   when the phone is idle or ringing to adjust the ringer volume.
- Press   to adjust the media volume in the corresponding screen.

Ring Tones

1. When the phone is idle, go to **Menu**→**Basic**→**Sound**→**Ring Tones**.
2. Select **Common** or the desired account.
3. Select the desired ring tone.
4. Tap  to accept the change.

Security Center

Yealink provides a data protection mechanism, allowing you to decide whether to connect the phone to the device management platform and what private data you permit to report. For how to enable data protection, see the user guide.

Our product contains some source code that may be used and modified by anyone and everyone under the GNU General Public License (GPL), provided they, in turn, make it available to everyone else with the same licensing agreement.

Please visit <https://support.yealink.com/> or scan the QR-code below and go to **Help Desk** → **Open Source Software of Yealink IP Phones** for the original GPL license and the source code of components licensed under GPL and used in Yealink products.

