

PolyCom Soundpoint 331



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1300 0 JINGL
1 3 0 0 0 5 4 6 4 5

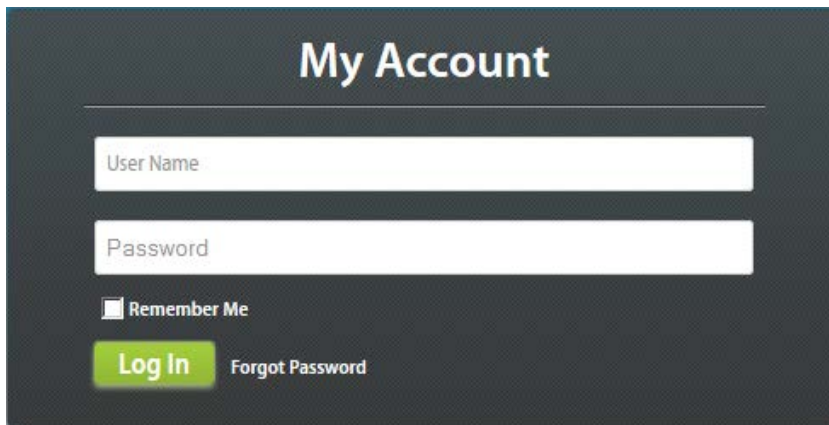
www.jingl.com.au

Configuring PolyCom SoundPoint 331

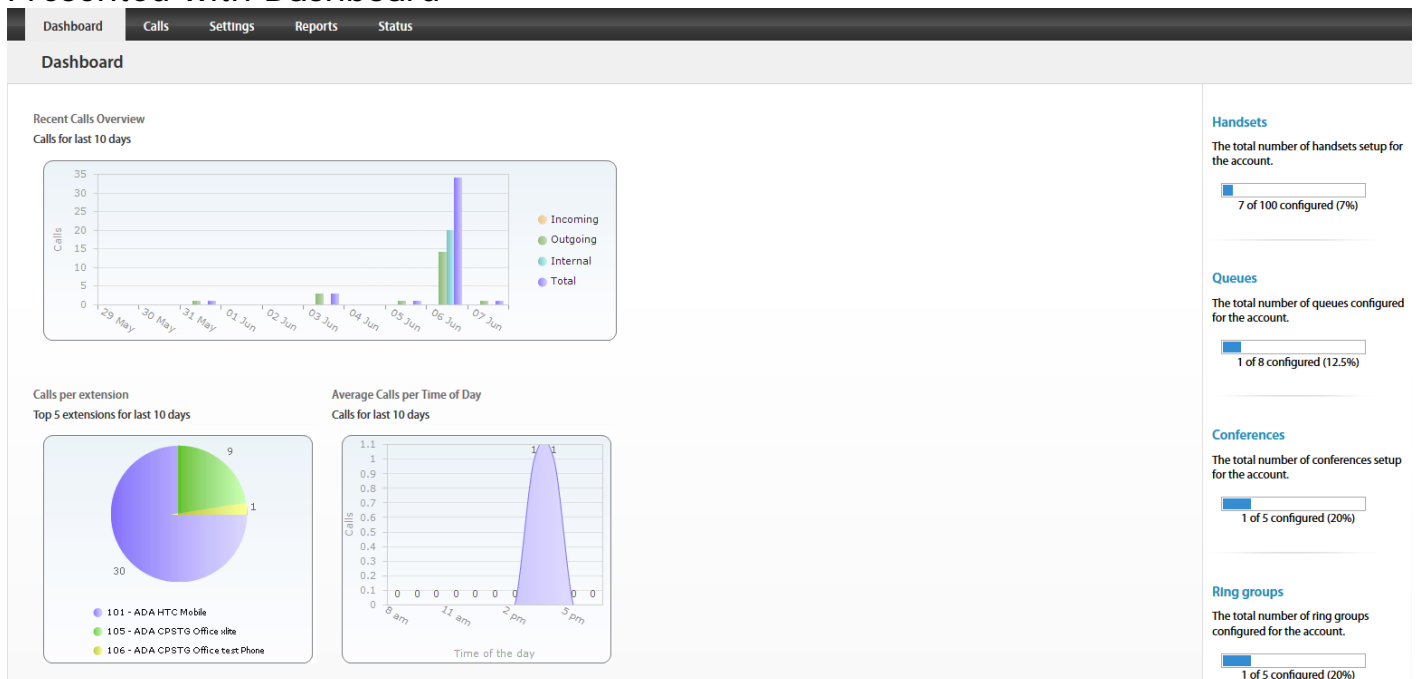
1. View and record the unique MAC address of the handset which can be found at the base of the handset.



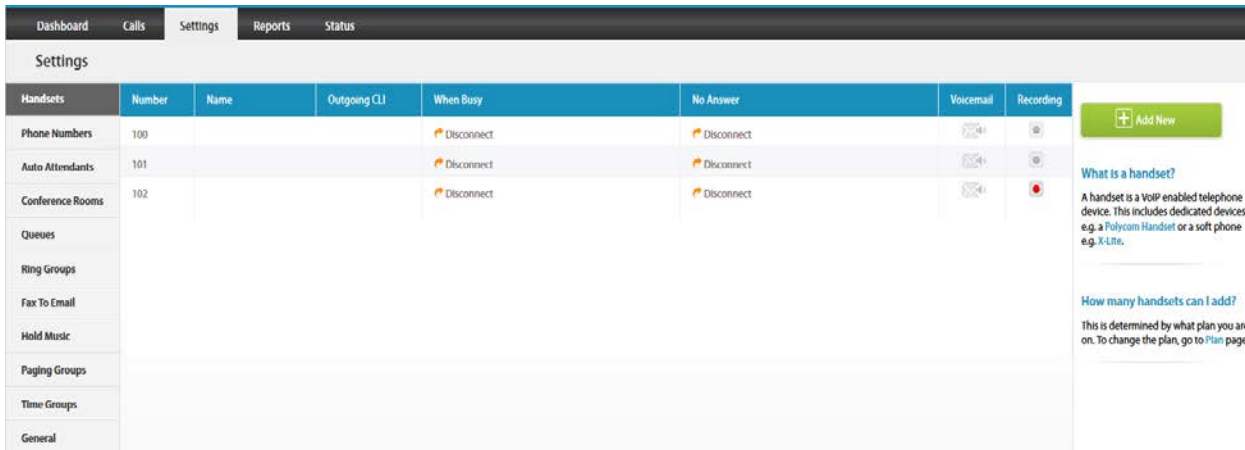
- Logon to the jingl web portal, using specific customer domain URL
<https://customer.jingl.com.au>
 Enter your User Name and Password



Presented with Dashboard



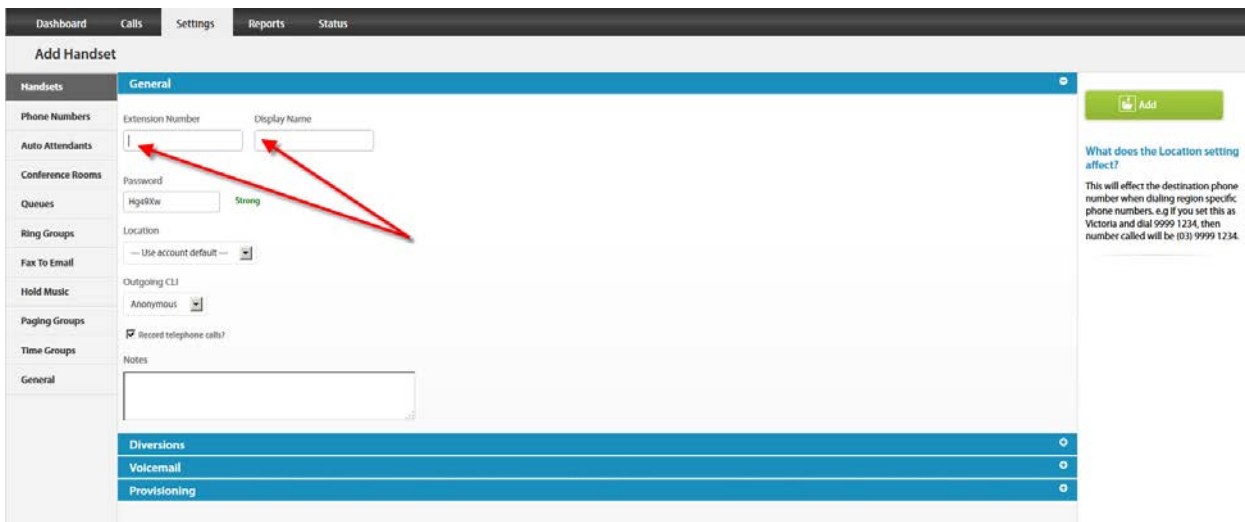
3. Select and click the settings menu



Handsets	Number	Name	Outgoing CLI	When Busy	No Answer	Voicemail	Recording
Phone Numbers	100			Disconnect	Disconnect		
Auto Attendants	101			Disconnect	Disconnect		
Conference Rooms	102			Disconnect	Disconnect		

4. Click on "Add new"

In general tab, choose and enter extension number and a display name



Add Handset

General

Extension Number:

Display Name:

Password: Hg56Xw Strong

Location:

Outgoing CLI: Anonymous

Record telephone calls?

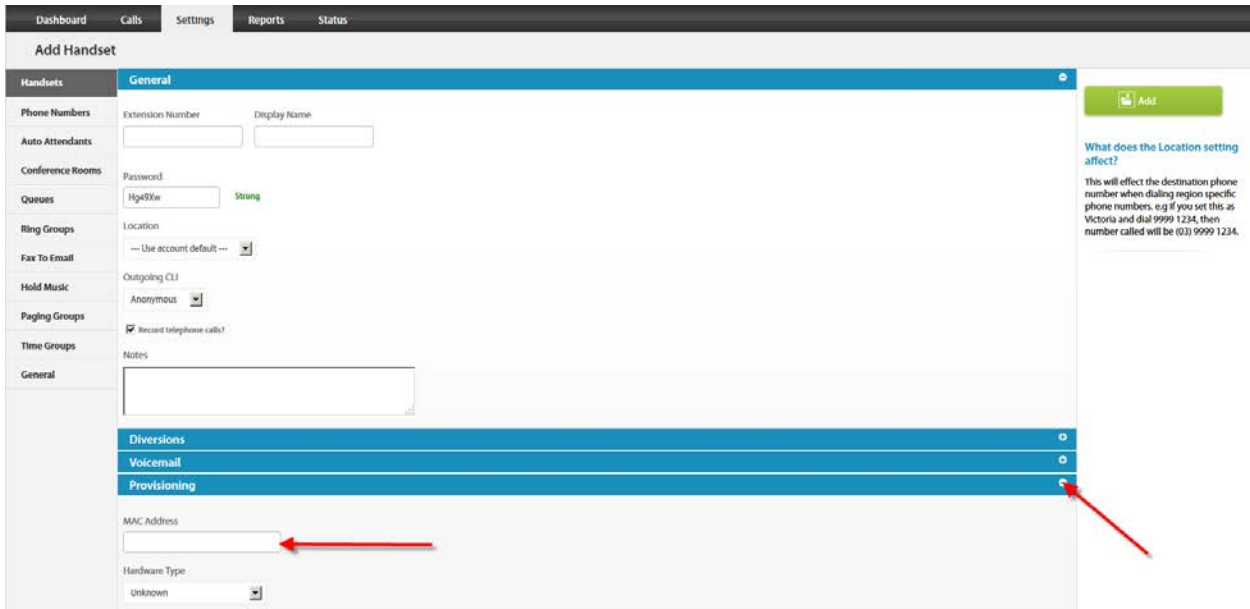
Notes:

Divisions:

Voicemail:

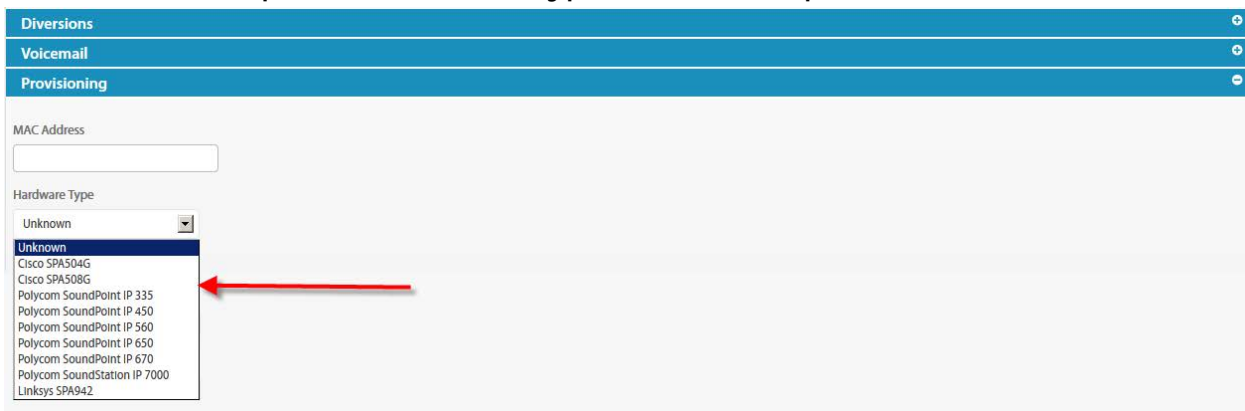
Provisioning:

5. Select and expand Provisioning tab. Enter the MAC address of the phone



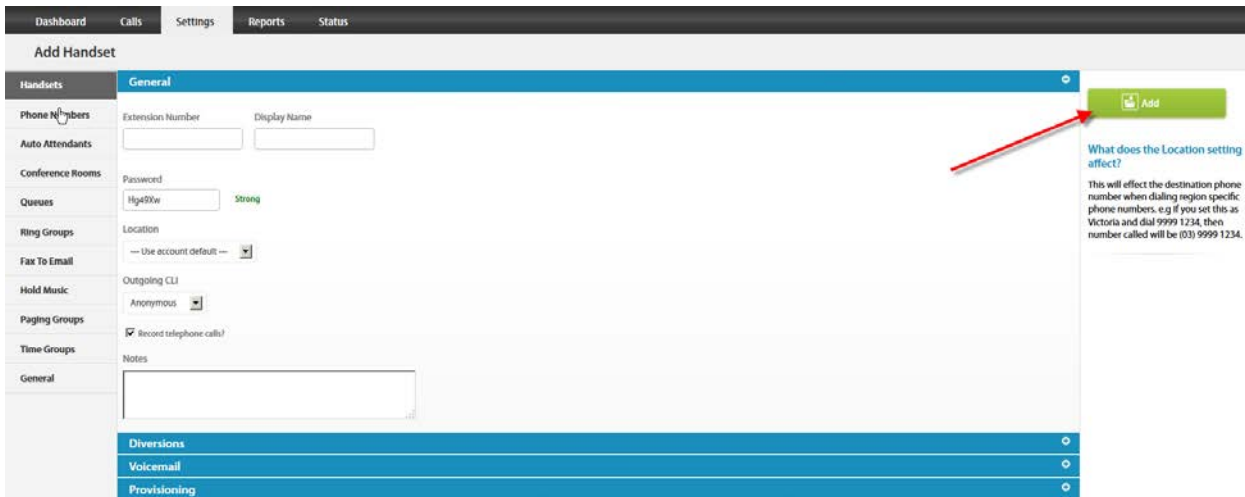
The screenshot shows the 'Add Handset' configuration interface. The 'Provisioning' tab is selected and expanded. The 'MAC Address' field is highlighted with a red arrow. The 'Hardware Type' dropdown menu is set to 'Unknown'. A red arrow also points to the 'Provisioning' tab header.

6. Select and expand Hardware Type. Select the phone model



The screenshot shows the 'Hardware Type' dropdown menu expanded. The dropdown list includes the following options: Unknown, Cisco SPA504G, Cisco SPA508G, Polycom SoundPoint IP 335, Polycom SoundPoint IP 450, Polycom SoundPoint IP 560, Polycom SoundPoint IP 650, Polycom SoundPoint IP 670, Polycom SoundStation IP 7000, and Linksys SPA942. A red arrow points to the 'Cisco SPA504G' option.

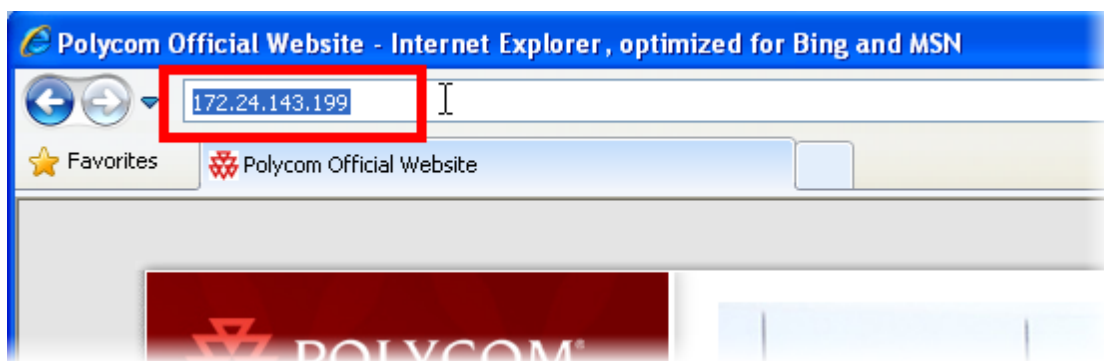
Click Add to finish your extension configuration.



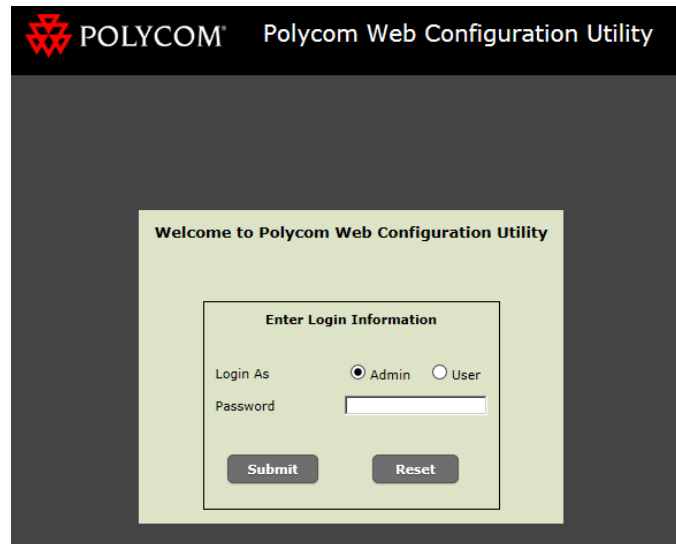
7. Connect your phone on the network with a DHCP server, and find out phone's IP address.

On handset press Menu > Status > Network > TCP/IP Parameters (Menu, 2, 2, 1).

8. Use a compatible browser to browse the phone web menu using phones IP address



9. Login to the web interface with admin user (default password is 456)



POLYCOM Polycom Web Configuration Utility

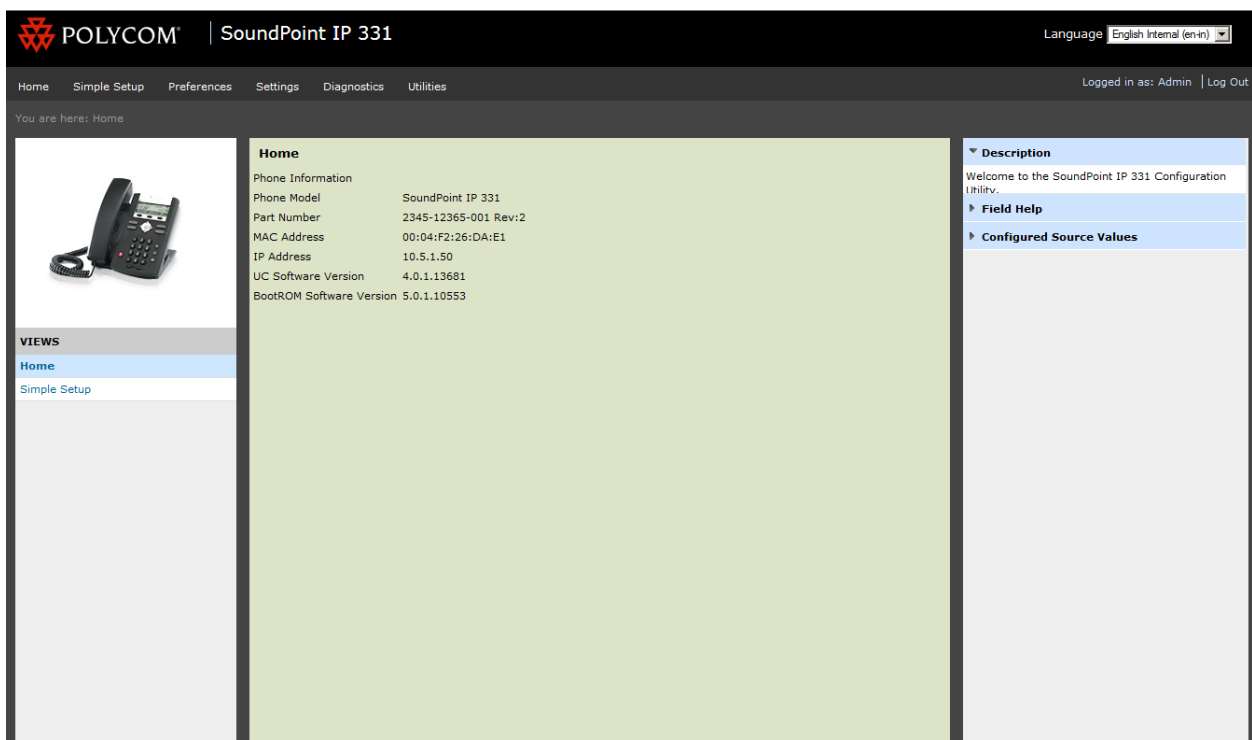
Welcome to Polycom Web Configuration Utility

Enter Login Information

Login As Admin User

Password


Submit Reset



POLYCOM | SoundPoint IP 331 Language English Internal (en-in)

Home Simple Setup Preferences Settings Diagnostics Utilities Logged in as: Admin | Log Out

You are here: Home



VIEWS

- Home
- Simple Setup

Home

Phone Information

Phone Model	SoundPoint IP 331
Part Number	2345-12365-001 Rev:2
MAC Address	00:04:F2:26:DA:E1
IP Address	10.5.1.50
UC Software Version	4.0.1.13681
BootROM Software Version	5.0.1.10553

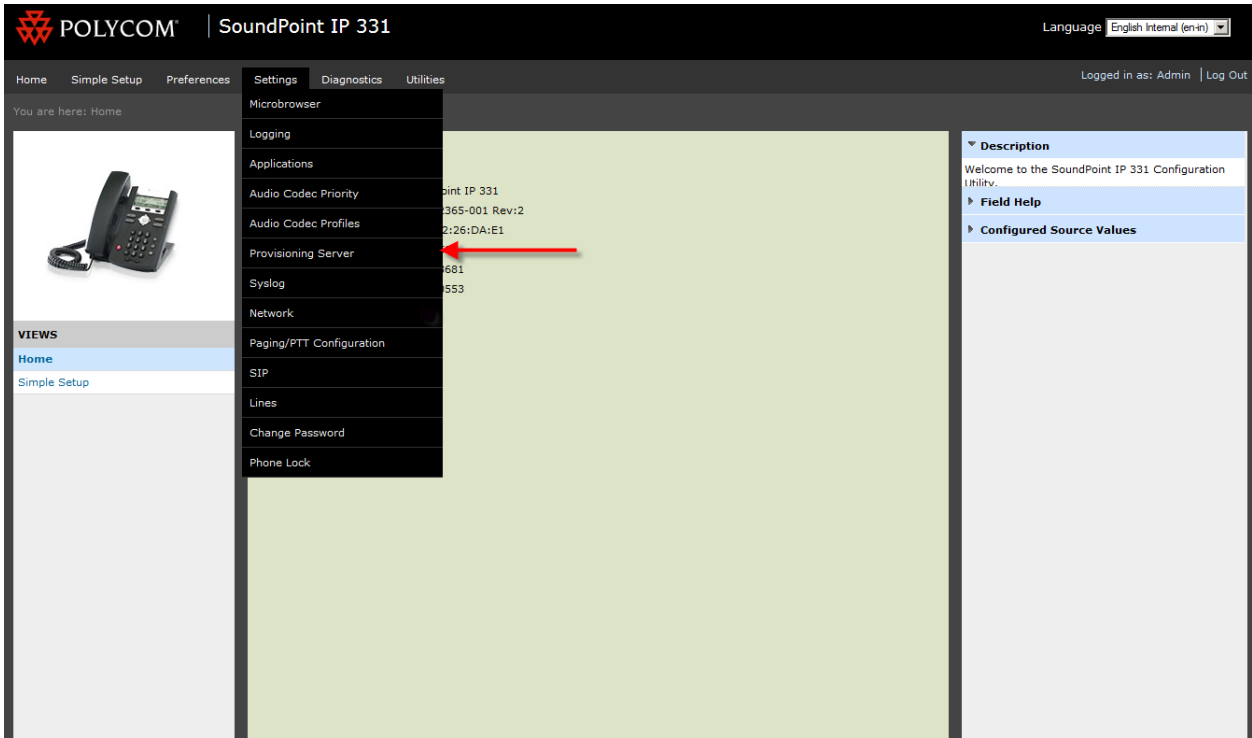
Description

Welcome to the SoundPoint IP 331 Configuration Utility.

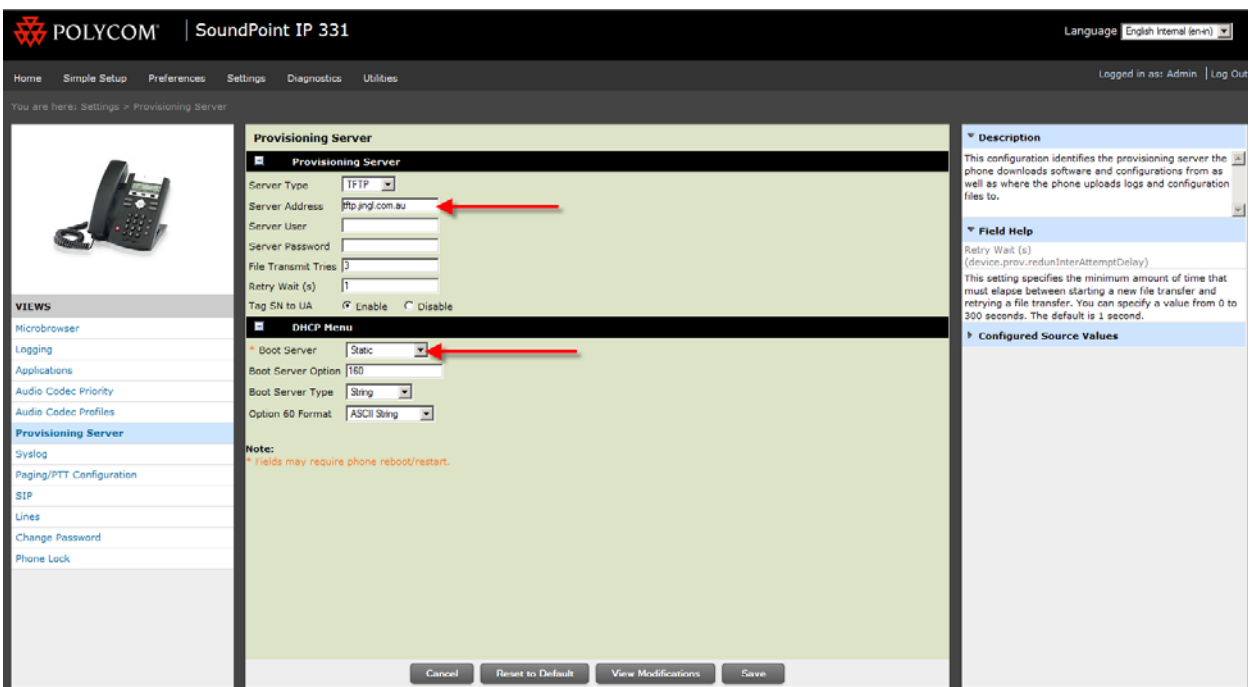
Field Help

Configured Source Values

10. Browse to settings → Provisioning Server



11. Select “HTTP” as Server Type with “tftp.jingl.com.au” as Server Address
 Enter “tftp.jingl.com.au” as Server Address
 No Server User and Server Password required
 Expand DHCP Menu
 Ensure Boot Server is set to “Static”
 Ensure Boot Server Option is set to “160”
 Ensure Boot Server Type is set to “String”
 Ensure Option 60 Format is set to “ASCII String”



Click on the save button

12. Restart the phone for the new settings to take place, the phone will download and configure all settings from the provisioning server as well as any necessary firmware files.