

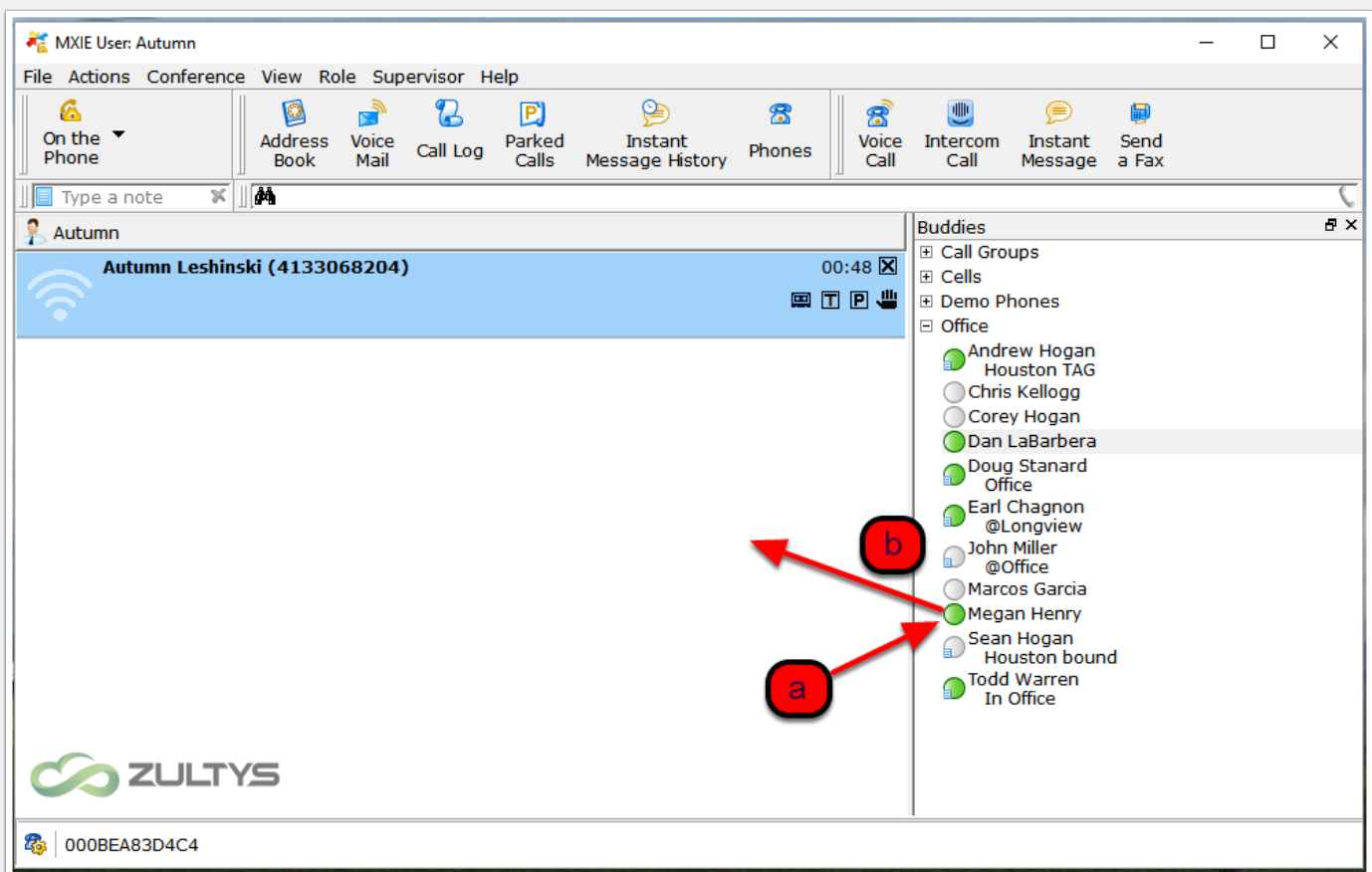
How to transfer a call to an internal extension

Step 1

Answer the incoming call and call the person you will be transferring to.

a.) Click and hold the name in your buddies list

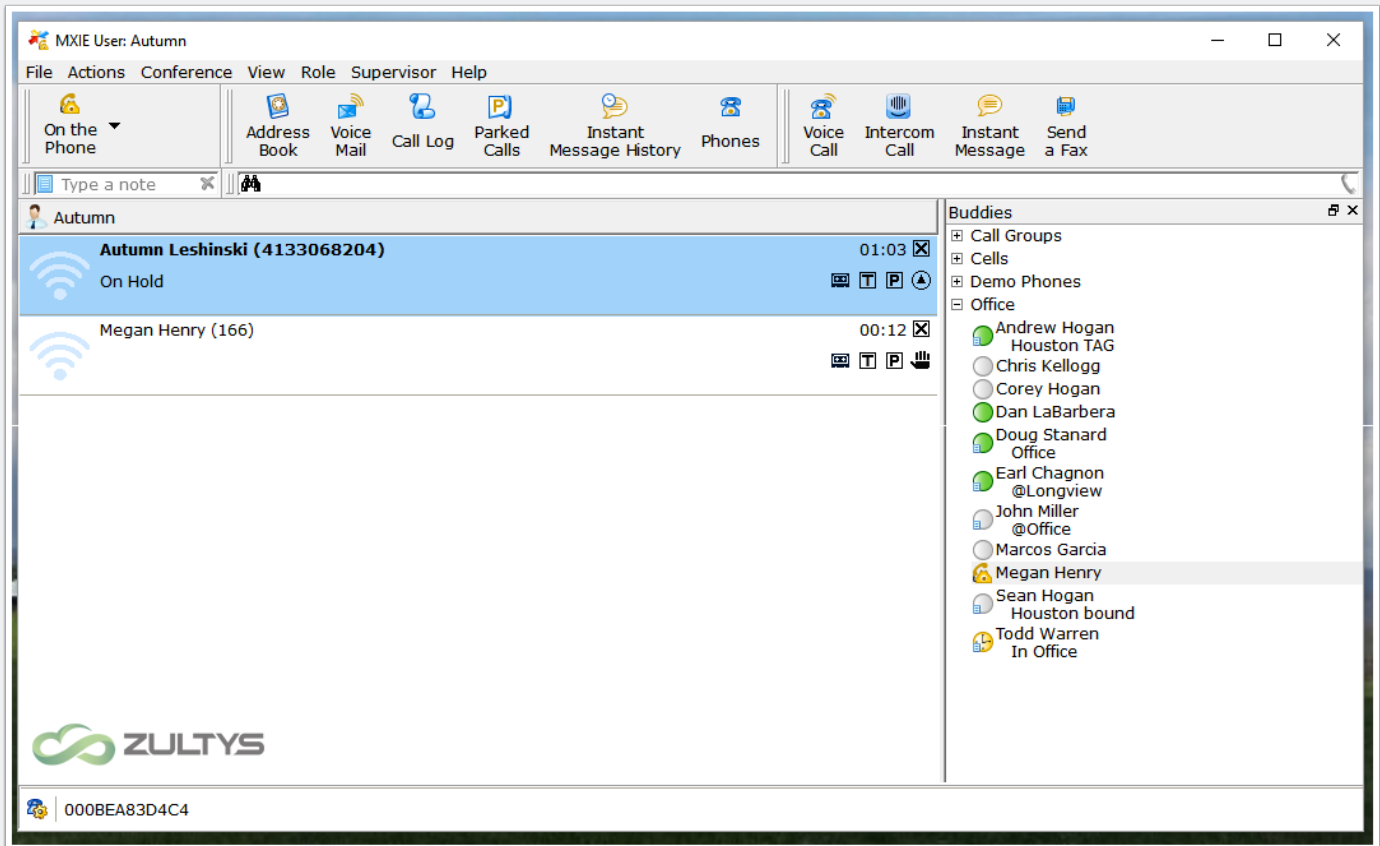
b.) Drag the name to the call window



How to transfer a call to an internal extension

Step 2

Announce the call



How to transfer a call to an internal extension

Step 3

Right click on either call and select transfer to..

