




Receive and answer an inbound call. Make a new call to the desired destination extension, either by clicking Dial , double clicking an available colleague  in User Status or double clicking a Group Directory or Personal



Directory entry. This will automatically place the first caller on Hold and will initiate a new call in the Current Call List. Once the called party answers, click Transfer  and select the context menu option to transfer both calling parties together. Both calls will now disappear from the Current Call List.

File Messaging Tools Help

Release

Dial

Transfer Steve Tutt to number

Transfer Charlotte Quartly to number

Transfer Steve Tutt and Charlotte Quartly

Recording

	From	To	Duration	Time	Status
	Steve Tutt	Chris Tutt	00:32		On hold
	Chris Tutt	Charlotte Quartly	00:12		Active

If you have multiple active calls, make sure you first select the calls you wish to transfer together by clicking on them [using the CTRL key] in the Current Call List. If there are only two calls in the list then this is not required.