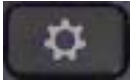


Cisco Phone Extension Mobility

Extension Mobility is a feature that allows Hofstra staff to roam between phones, all the while taking their numbers and specific device settings with them.

Not all phones on campus are set up with this feature. Check with your department administration or area supervisor for the location of the phones set up with this feature.

Using Extension Mobility is as easy as 1 – 2 – 3

- 1) Press the gear key 
- 2) Press the number 6.
- 3) Login with your extension (3XXXX) and password 12345 and press the SUBMIT soft key.

Hit exit and wait for the phone to reset.



Remember to always logout of the phone when you are finished. Press the gear key, the number 6 and press the YES soft key when the logout option appears.

For all guides and information on all Cisco phones, visit www.hofstra.edu/telecom, click the Menu icon on the top left, and click Employee Services.