



Venture IP

Web Administration System Options Guide

VentureIP Load Version 2.15.0

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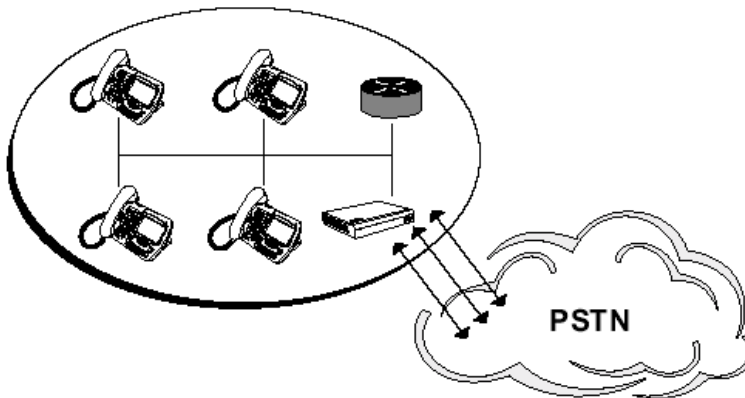
Introduction

This guide provides instructions for using a web browser to administer all VentureIP 480i telephones operating on the same network. While administering the VentureIP telephone system does not require the technical expertise of a traditional “system administrator” or IT professional, it is recommended that one person controls the advanced feature settings contained in this guide.

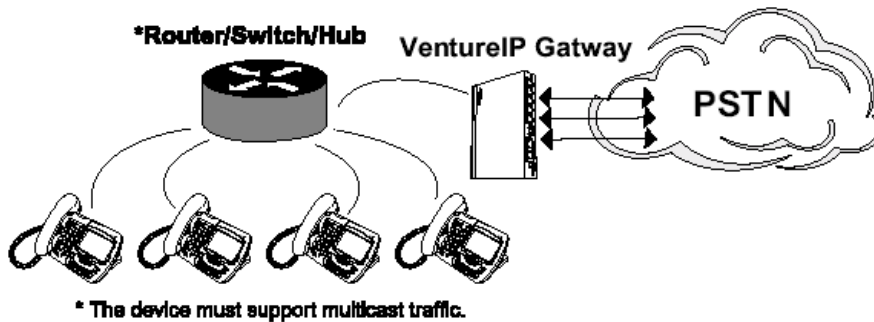
Installation and Configuration

A typical Venture IP system configuration is as follows:

☐



A typical configuration consists of a standard IP Router or Switch (not included), Cat5 cabling to each phone, and a Venture IP Gateway for access to standard analog phone lines provided by a Public Network Service Provider. No Central Server is required. All the features are in the Phone.



System hookup is easy with the Venture IP System. Simply plug each phone and the Venture IP Gateway into an unused port of a Fast Ethernet 100Mbps Router or Switch, connect the Venture IP Gateway (provided separately) to the analog phone lines provided by your service provider, apply power, and the system auto configures itself. Note that the example above assumes a Router or Switch equipped with POE (Power Over Ethernet) to supply power to the Venture IP Gateway and phones. Mid-span POE injectors are also an option and can be ordered separately from Aastra.

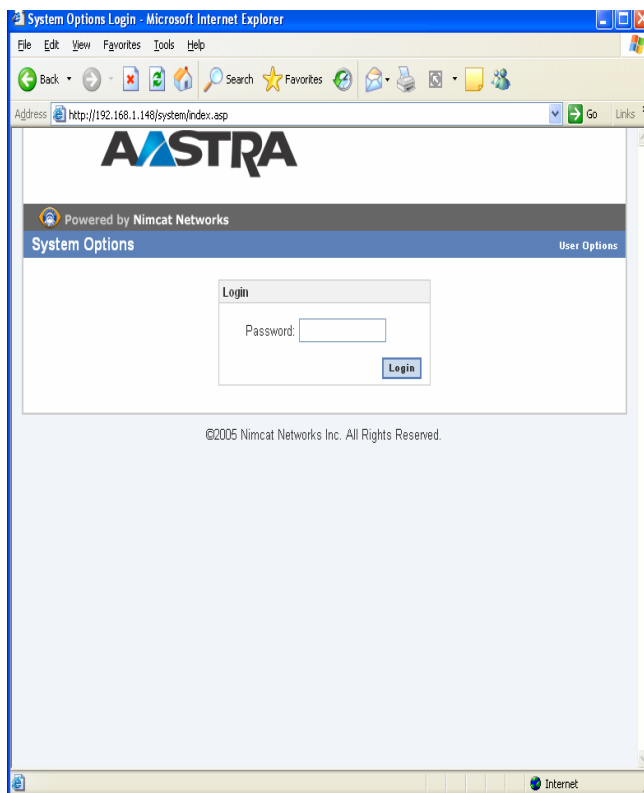
Web Administration of System Options

When activated, this option lets you administer system options using a web browser.

Logging in

To log in

1. Enter the IP Address of your phone in a web browser. (You can find your phone's IP Address by pressing the # key.)
2. Click on System Options.
The login screen appears.



3. Enter the Password (the default Administration password is (5-4-3-2-1) and click Login.
System Options opens at Set Management.

Change Admin Password

Change Password lets you change the password for your system. The system password must use numbers between zero and nine [0-9].

To change the password

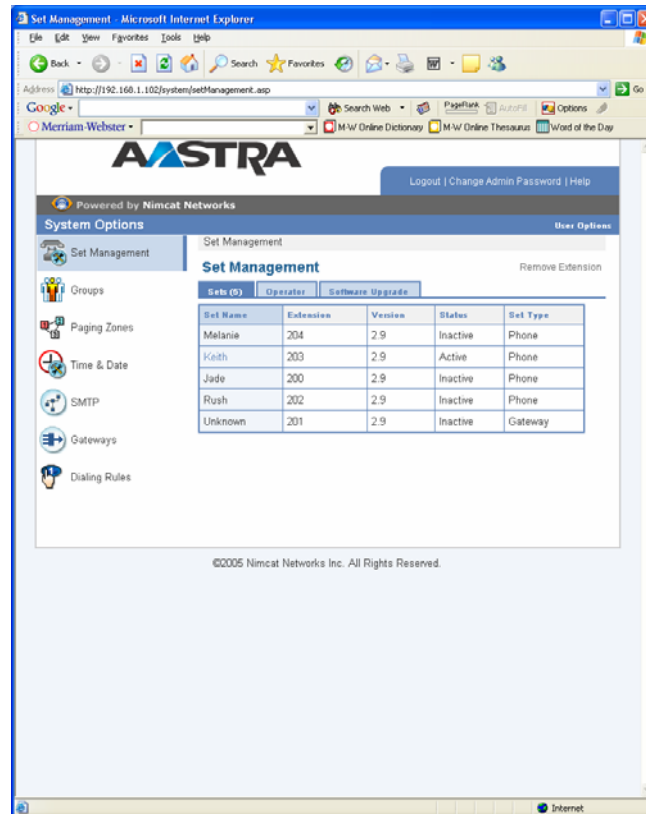
1. Click **Change Password**.
The Change Password page appears.



2. Enter the current system password.
3. Enter the new system password.
4. Confirm the new system password.
5. Click **Submit**.

Set Management

Set Management contains common management actions that may be applied to your network devices. The Sets tab lists all known sets and gateways in your system.



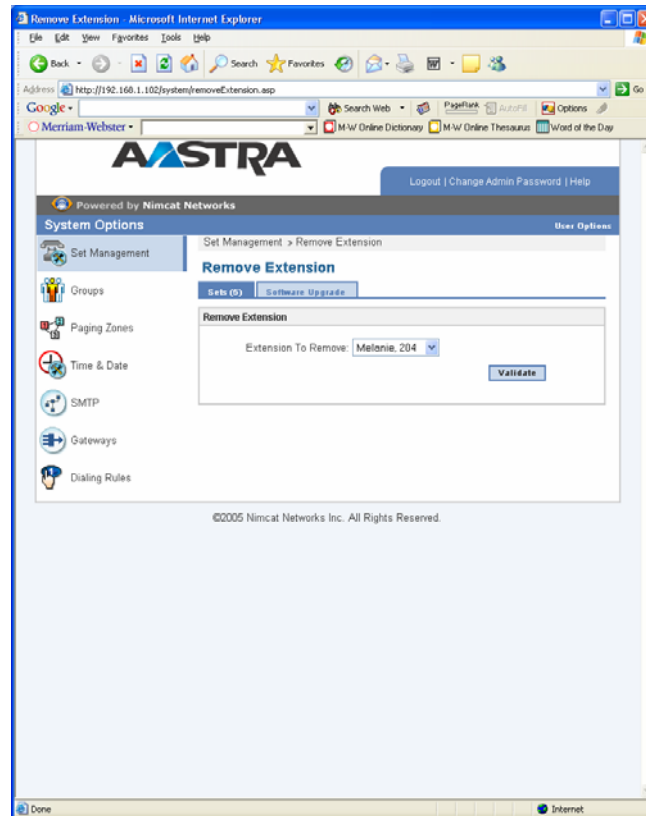
- **Set Name** — the assigned user name. Click to view or change details for the device.
- **Extension** — the assigned Corporate Directory Number.
- **Version** — the software version of the device.
- **Status** — the current availability of the device. Active indicates that the device is currently connected to the network. Inactive indicates the phone is either broken or disconnected from the network.
- **Set Type** — whether the device is a phone or gateway.

Removing extensions

Remove Extension allows you to remove all information about a set or gateway from the network. For example, this operation would be done to remove all references to a broken device prior to replacing it.

To remove an extension

1. Click **Remove Extension**.
The Remove Extension tab appears.



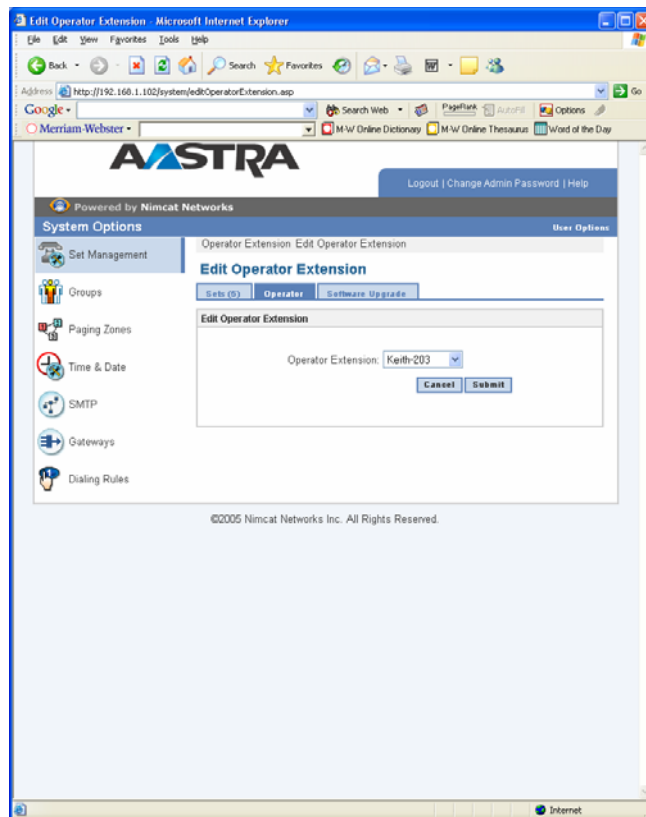
2. From the drop-down list, select the extension you want to remove.
3. Click **Validate**.

Operator

The Operator tab lets you choose the set you want to designate as the Operator extension.

To set the operator extension

1. From the Operator tab, click **Change Details**.
The Edit Operator Extension page appears.
2. Choose the extension from the drop-down list.
3. Click **Submit**



Software Upgrade

The Software Upgrade tab supports upgrades to any device or an entire network. You can upgrade the set software load, the gateway software load, voicemail system prompts and AutoAttendant system prompts. When you upgrade the software load and system voicemail prompts, you upgrade the

- Software load for a set
- Software load for a Venture IP Gateway
- Voicemail system prompts for a set (not individual greetings)
- AutoAttendant prompts

- When you upgrade the system voice prompts only, you upgrade the
- Voicemail system prompts for a set (not individual greetings)
 - AutoAttendant prompts

For more information on obtaining a software load, please contact Aastra support at 800-574-1611 or Email to support@aastra.com or www.aastratelecom.com

To upgrade the software load

1. Click Software Upgrade.
The Software Upgrade tab appears.



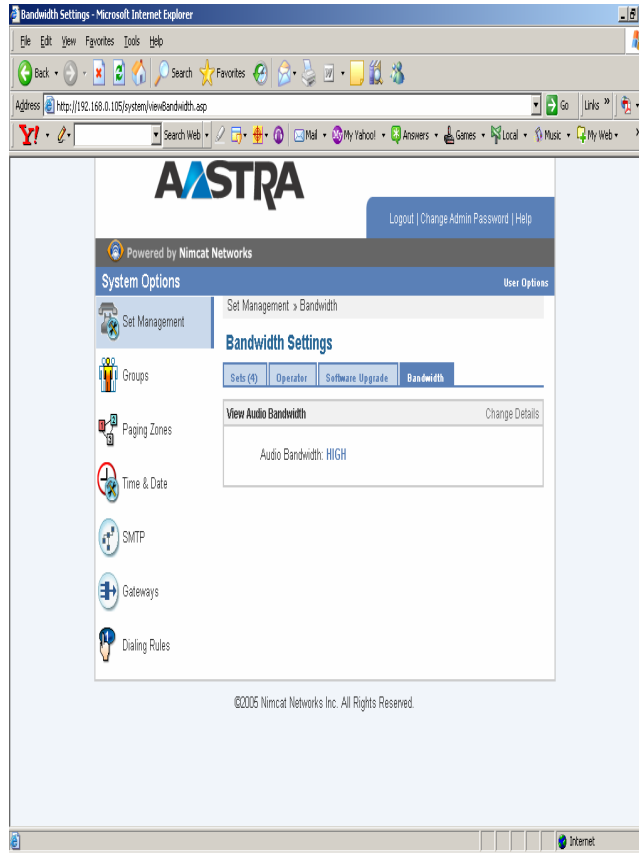
2. Enter the information as follows:
 - **TFTP Server** — the IP address (e.g. 123.123.123.123) of the local or remote server that will host the upgrade.
 - **Upgrade Software Load** — check if the software load is being upgraded.
 - **Software Load** — select the load from the drop-down list.
 - **Upgrade All Sets** — check to upgrade all sets in the system.
 - **Set to Upgrade** — if "Upgrade All Sets" is not checked, select a single set to apply the upgrade to.
 - **Upgrade Prompts** — check if the voicemail and/or auto-attendant prompts are being upgraded.
 - **Erase All Data** — check to have all User and System Option data erased during the upgrade.
Caution: This option removes ALL data.
3. Click **Validate**.
4. Click **Start Upgrade**.

Bandwidth

The Audio Bandwidth tab displays the audio quality settings for the entire network.

- When set to HIGH, voice calls will be digitally encoded using a high quality format, and consume approximately 64 kilobits per second of bandwidth on the network.
- The LOW setting uses a compressed format for voice calls, occupying approximately 8 kilobits per second of bandwidth on the network. The quality of the audio is slightly poorer than at the High setting.

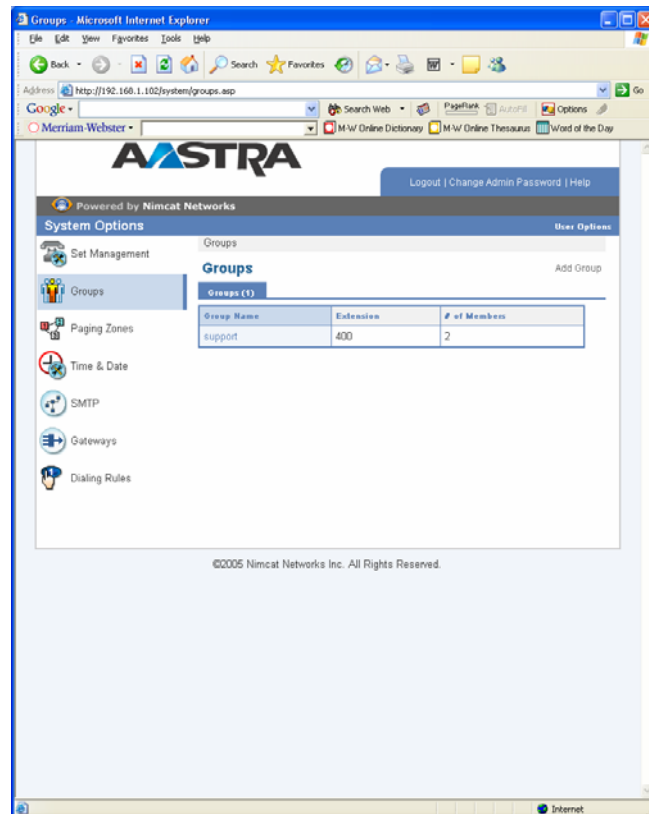
1. Click **Change Details** to change the current Network Audio Bandwidth setting.



2. From the drop-down list, select **High** or **Low**
3. Click **Submit**.

Groups

A group lets you ring a select group of phones. It supports applications such as customer service, support groups, help desks, and so forth. It allows all sets in a group ring on an incoming call. Calls can be answered from any of the phones in a group. In the event that the call is not answered, the specific group settings take effect, forwarding the call to a specific phone where it can be answered or handled by that phone's specific settings.

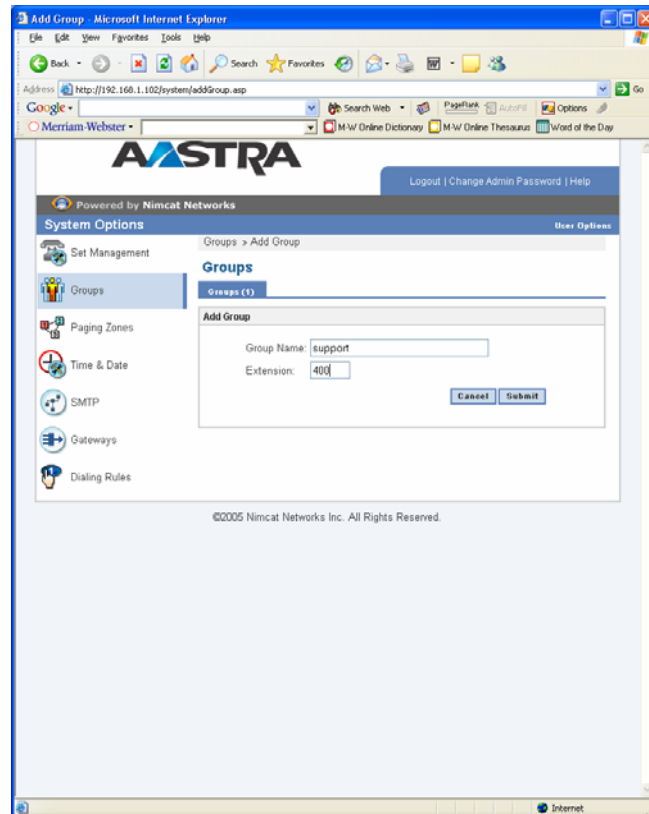


- **Group Name** — the assigned group name. Click to view or change details for the group.
- **Extension** — the assigned group extension for groups that may be called.
- **# of Members** — the number of members belonging to a group.

Adding Groups

To add a group

1. Click **Add Group**.
The Add Group tab appears.



2. Enter the information as follows:
 - **Group Name** — the assigned group name.
 - **Extension** — the assigned extension that can be called to reach the group.
3. Click **Submit**.
The group is added to the Groups tab.

Deleting Groups

To delete a group

1. From the Group Details page, click **Delete Group**.
You are asked to confirm the deletion.
2. Click **Submit**.

Group Details

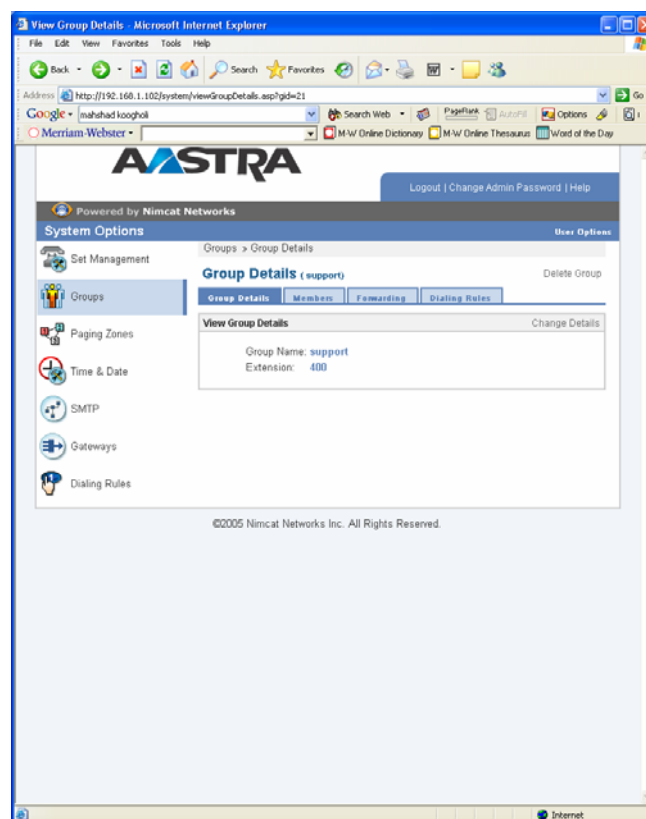
From Group Details you can edit the details of a particular group, including

- [Group Details](#)
- [Members](#)
- [Forwarding](#)
- [Dialing Rules](#)

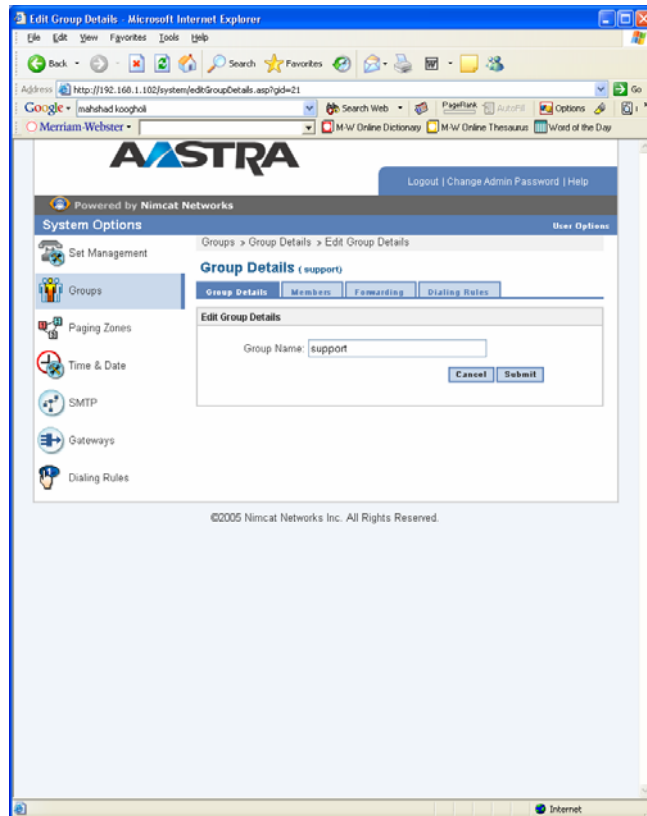
Group Name

To change the Group Name

1. Click the name of the group.
The Group Details page appears.



2. Click **Change Details**.
The Edit Group Details page appears.

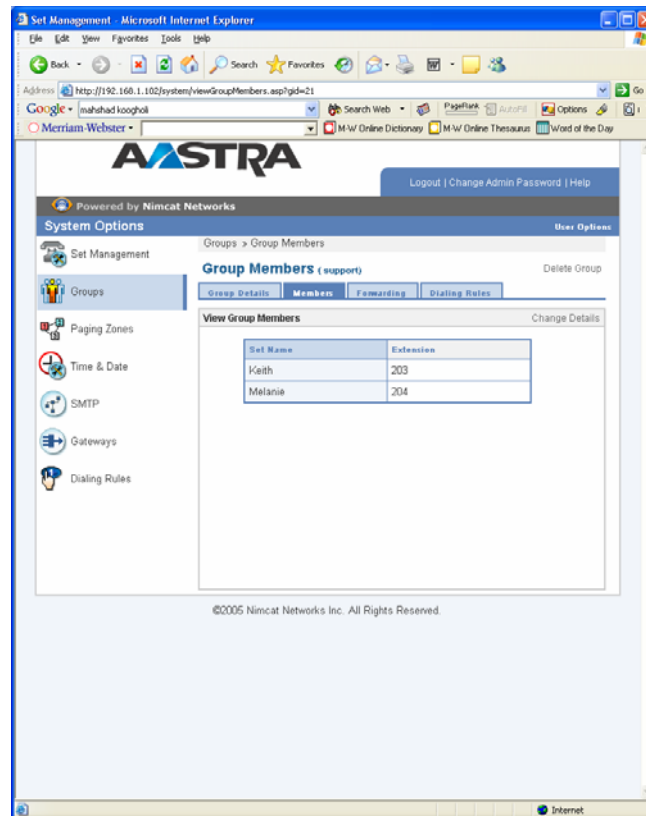


3. Change the details and click **Submit**.

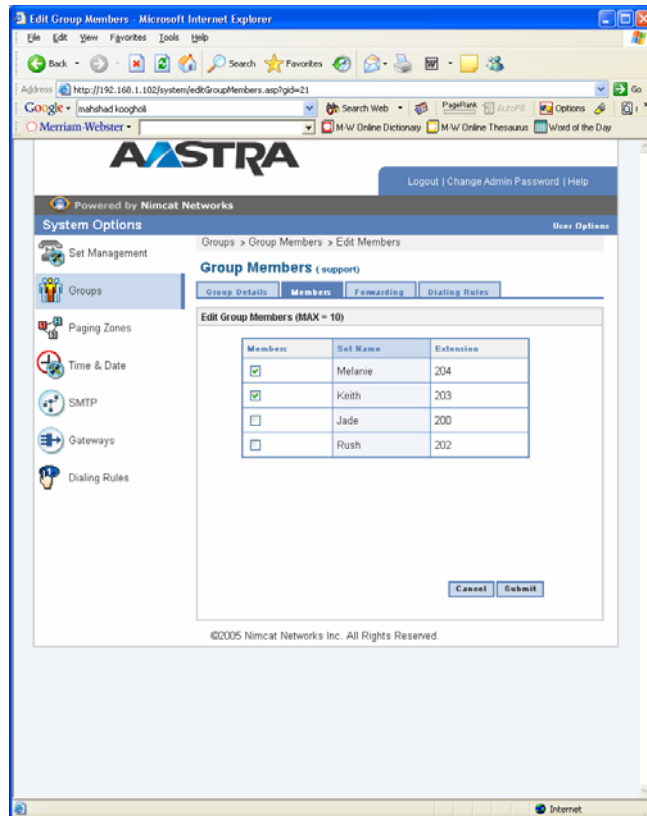
Members

To edit group members

1. Click the Members tab.
The View Group Members page appears.



2. Click **Change Details**.
The Edit Group Members page appears.

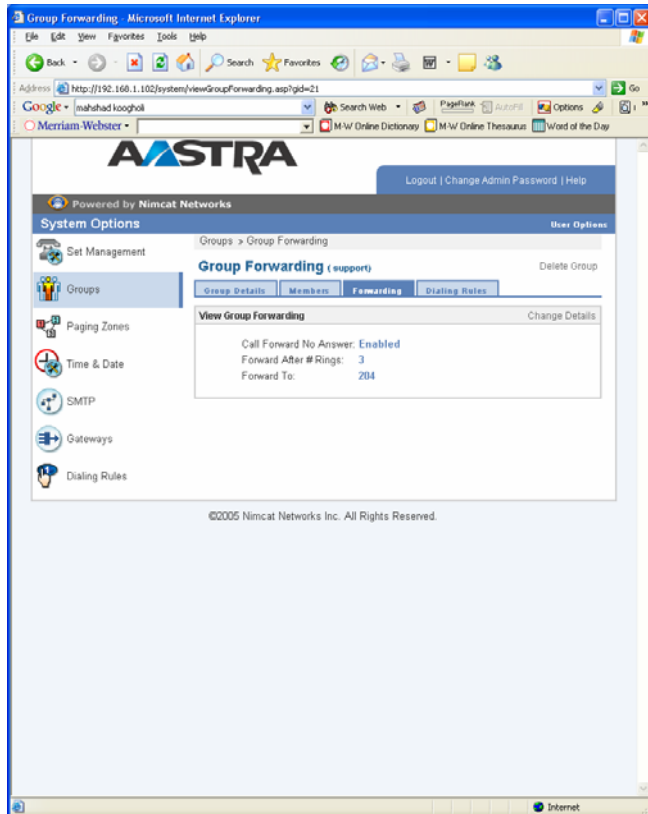


3. Use the checkboxes under Members to add or remove members from the group.
4. Click **Submit**.

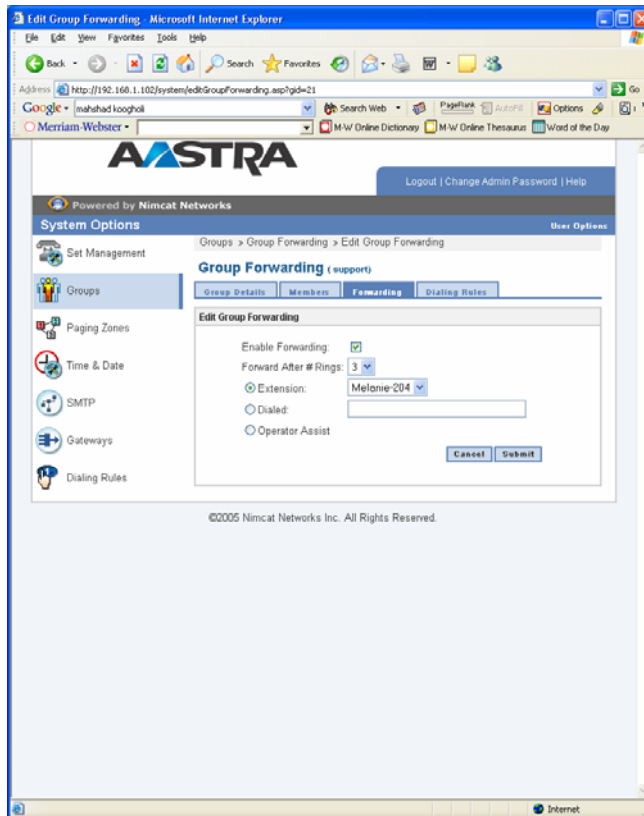
Forwarding

To change forwarding rules

1. Click the Forwarding tab.
The View Group Forwarding page appears.



2. Click **Change Details**.
The Edit Group Forwarding page appears.



3. Check **Enable Forwarding**.
4. From the pull-down list, select the number of rings to forward the call after.
5. Click one of the following:
 - **Extension** — select from the drop-down list.
 - **Dialed** — enter the number.
 - **Operator Assist** — forwards calls to the set designated as [Operator](#).
6. Click **Submit**.

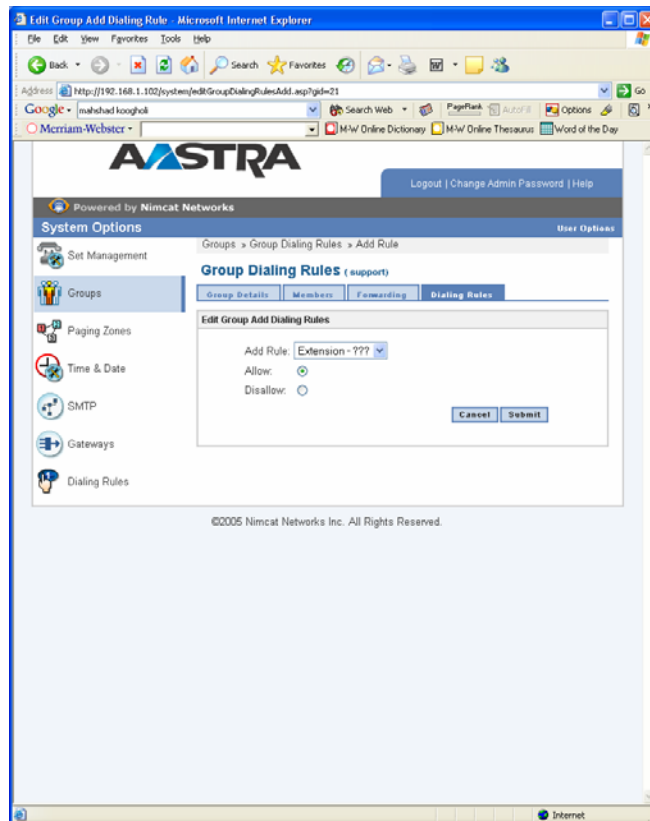
Dialing Rules

Dialing rules can prevent users from making certain calls.

Adding Dialing Rules

To add a dialing rule

1. From the Dialing Rules tab, click Add Rule.
The Edit Group Add Dialing Rules page appears.

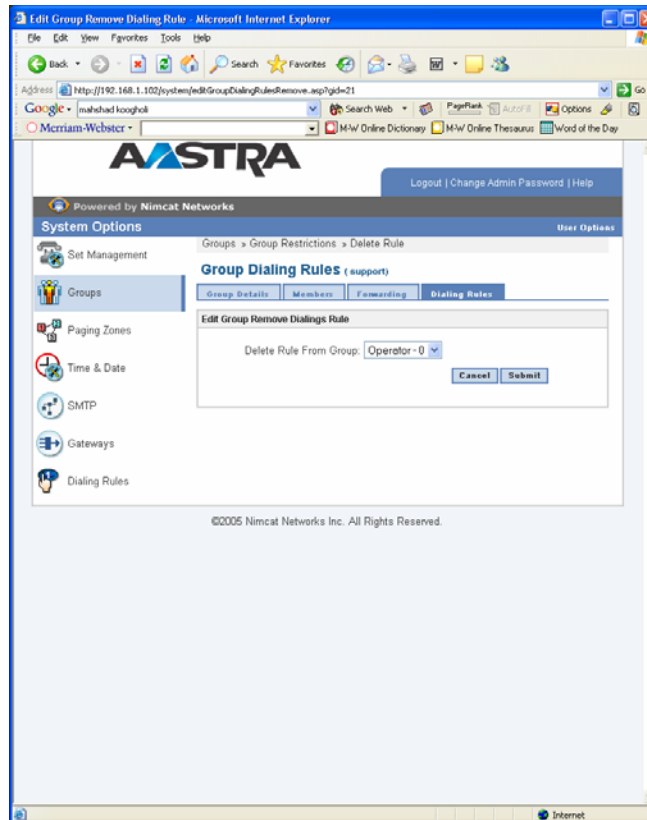


2. From the pull-down list, select the rule you want to add.
3. Click **Allow**.
4. Click **Submit**.

Removing Dialing Rules

To remove a dialing rule

1. From the Dialing Rules tab, click **Remove Rule**.
The Edit Group Remove Dialing Rule page appears.

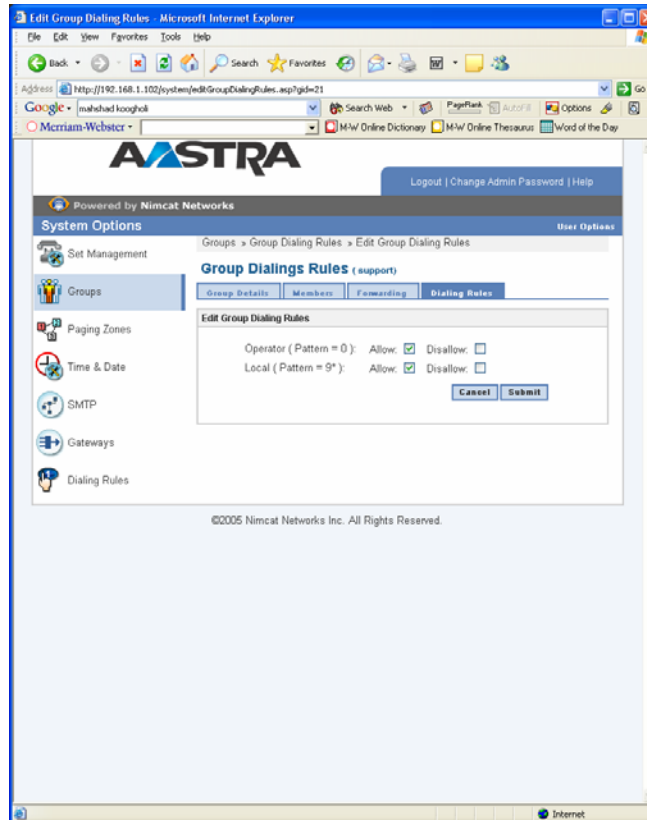


2. From the drop-down list, select the rule you want to remove.
3. Click **Submit**.

Changing Dialing Rule Details

To change dialing rule details

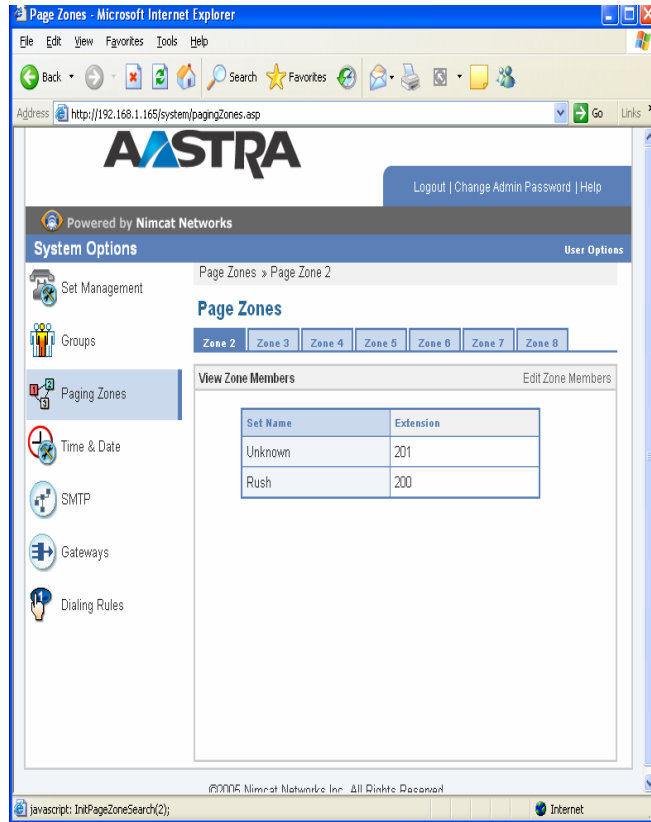
1. From the Dialing Rules tab, click **Change Details**.
The Edit Group Dialing Rules page appears.



2. Click the appropriate checkbox (Allow or Disallow).
3. Click **Submit**.

Paging Zones

Paging Zones shows the zones in the system. It lets you manage the zones that individual sets belong to.

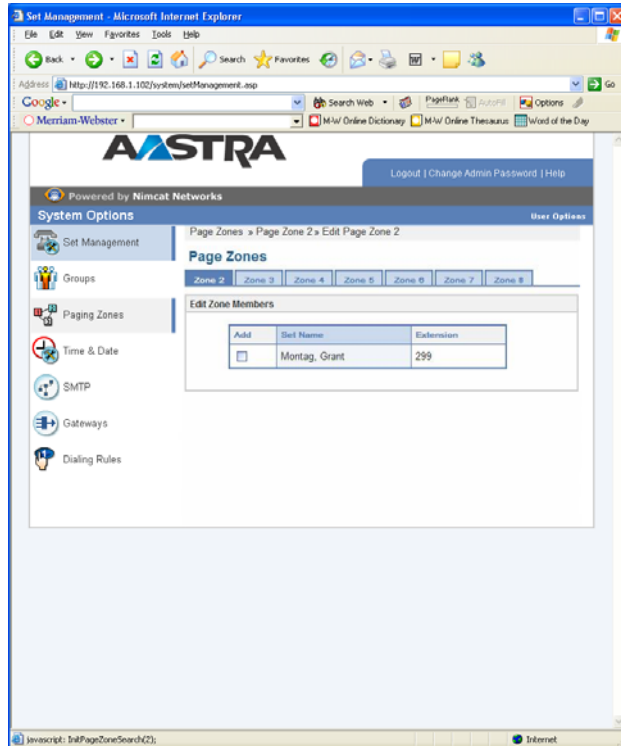


Editing Zone Members

To edit zone members

1. Select the tab of the zone whose members you want to edit; for example, Zone 2.
2. Click **Edit Zone Members**.

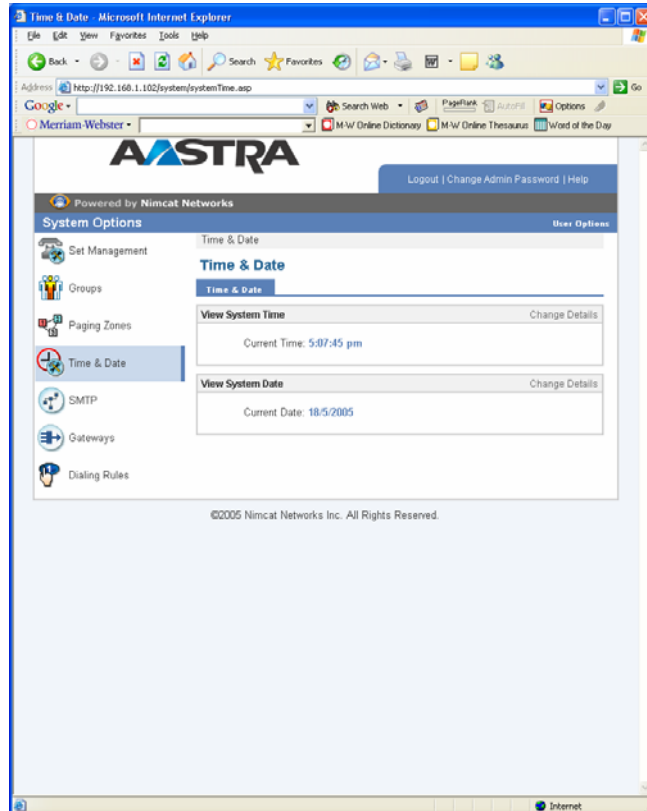
The Edit Zone Members tab appears.



3. Check Add to add a member to a zone.

Time and Date

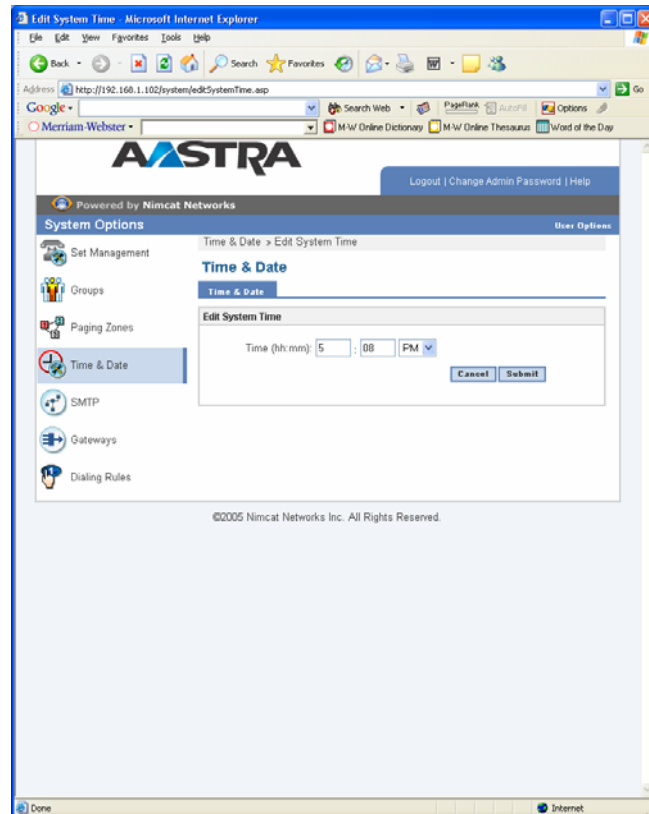
Time and Date shows the current system time that is assigned to the system in (hh:mm:ss am/pm) format and the current system date that is assigned to the system in (dd/mm/yyyy) format.



Changing the System Time

To change the System Time

1. In the View System Time area, select **Change Details**.
The Edit System Time tab appears.

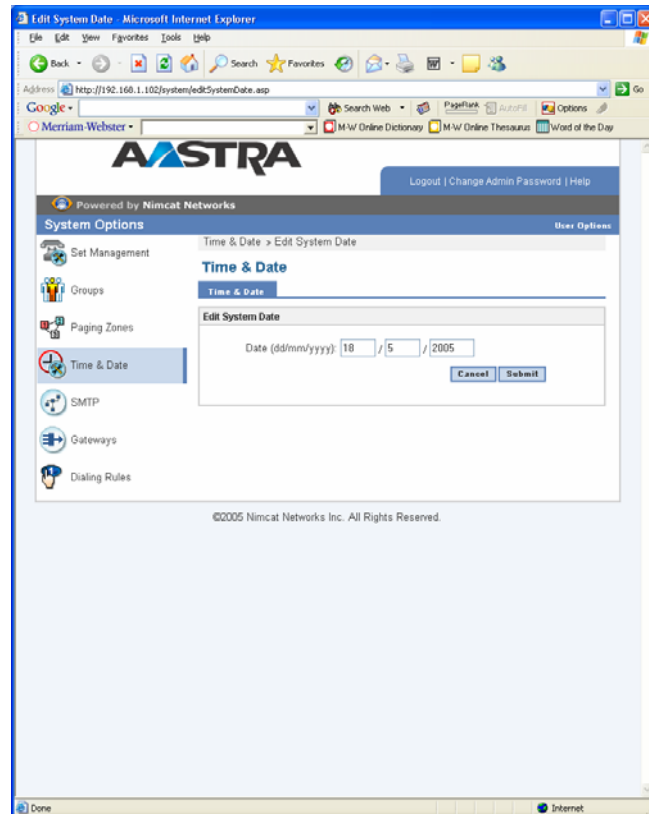


2. Enter the desired system time format using the fields provided (hh:mm) and use the drop-down list to select AM/PM setting.
3. Click **Submit**.

Changing the System Date

To change the system date

1. In the View System Date area, select **Change Details**.
The Edit System Date tab appears.



2. Enter the system day in the fields provided. (dd/mm/yyyy).
3. Click **Submit**.

SMTP

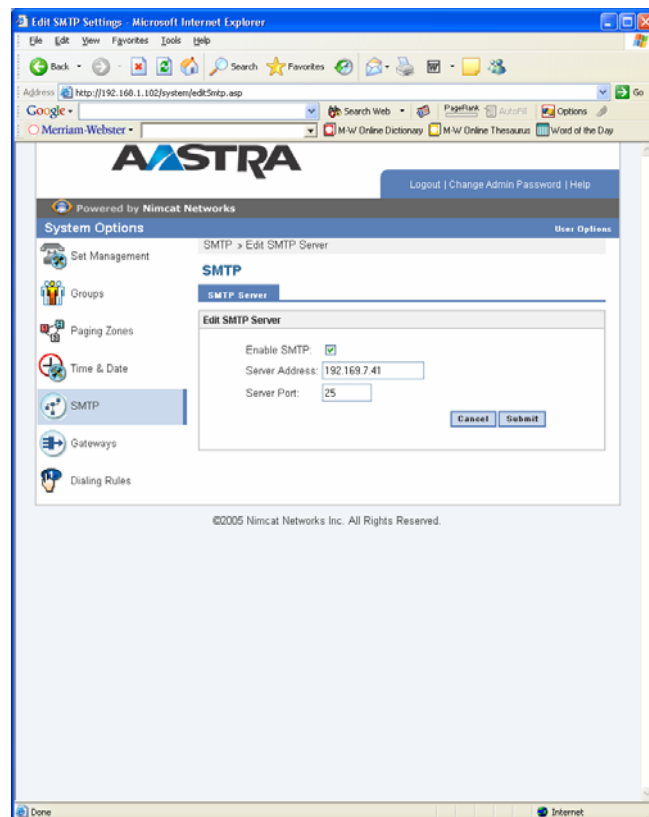
SMTP (Simple Mail Transfer Protocol) is used to send email messages from phones on the network. It supports features such as Email Notification of Voicemail (see the *Email Notification User Guide*). These settings are used to configure communications with your SMTP server.

- **SMTP Status** — indicates whether message forwarding to the SMTP Server is enabled or disabled; must be enabled to allow users to operate any email-based service.
- **SMTP Server** — the IP address of your SMTP server.
- **SMTP Port** — the TCP port used by your SMTP server; Port 25 by default.

Edit SMTP Settings

To edit SMTP settings

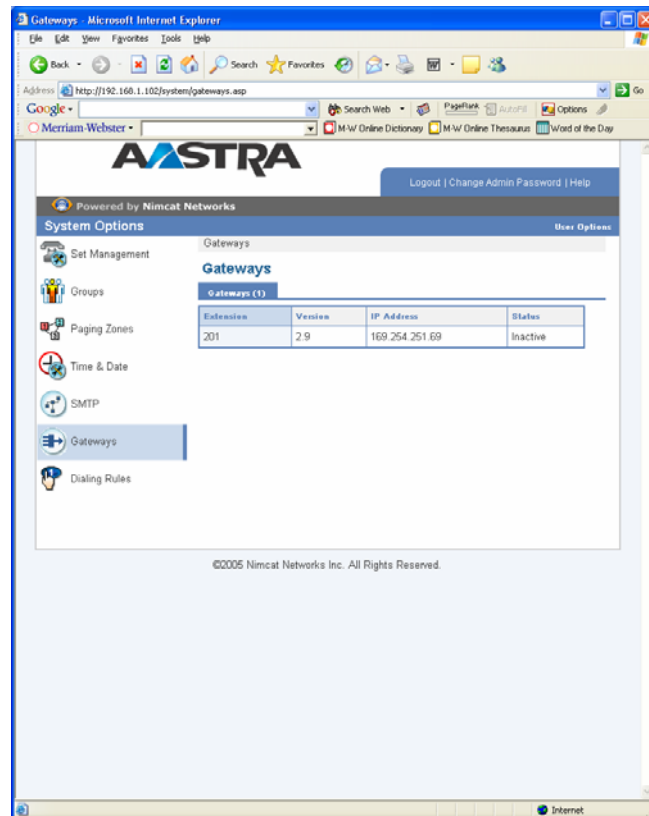
1. Click **Change Details**.
The SMTP Server page appears.



2. Enter the information as follows:
 - **Enable SMTP** — toggles whether SMTP is enabled.
 - **Server Address** — the IP address of your SMTP server.
 - **Server Port** — the TCP port used by your SMTP server; Port 25 by default.
3. Click **Submit**.

Gateways

Gateways shows all known gateways to your network.



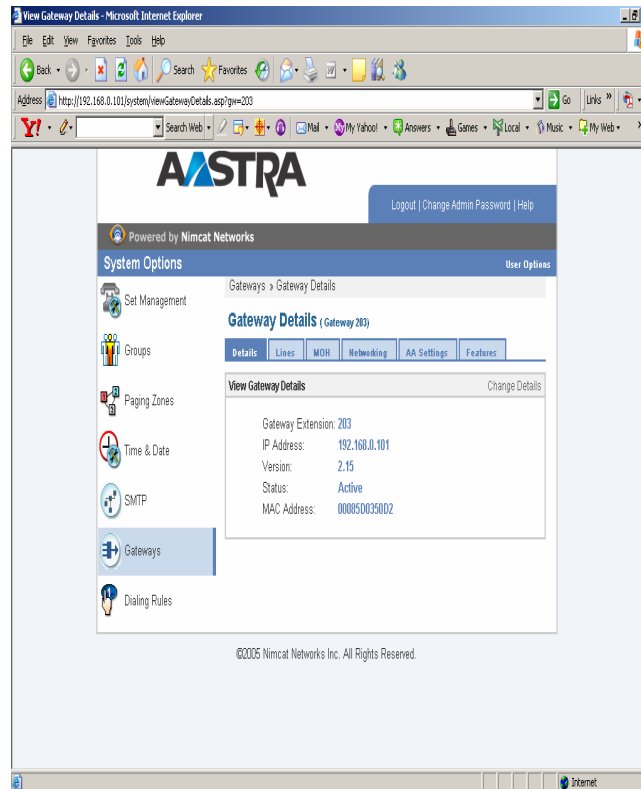
- **Extension** — the assigned Extension Number.
- **Version** — the software version running on the gateway.
- **IP Address** — the network address.
- **Status** — the current availability of the device. Active indicates that the device is currently connected to the network. Inactive indicates the phone is either broken or disconnected from the network.

Edit Gateway Extension

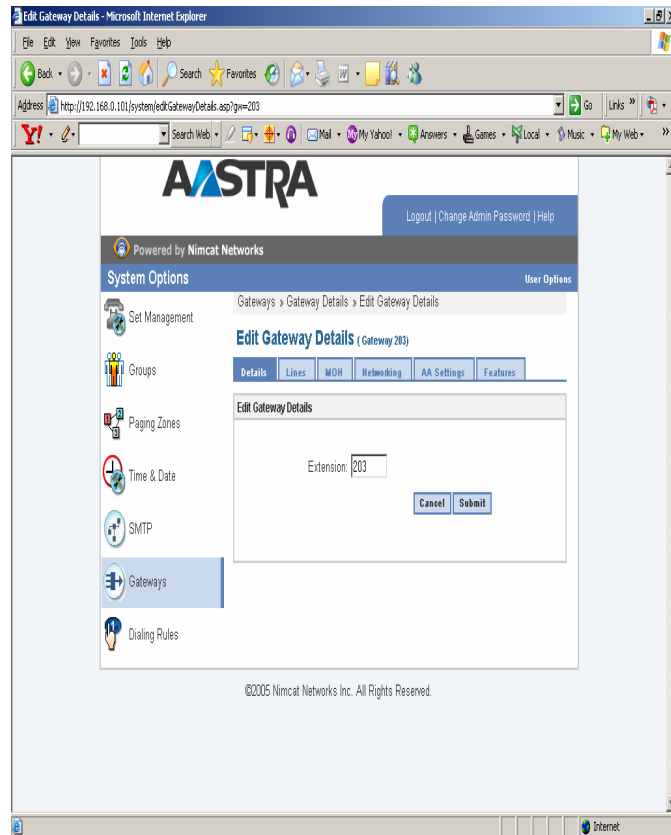
The gateway extension is the extension that the gateway uses. It is automatically configured during system start-up. You may want to change the gateway extension if someone wants to use that extension for their telephone set extension.

To edit the Gateway Extension

1. Click Extension.
The Gateway Details page appears.



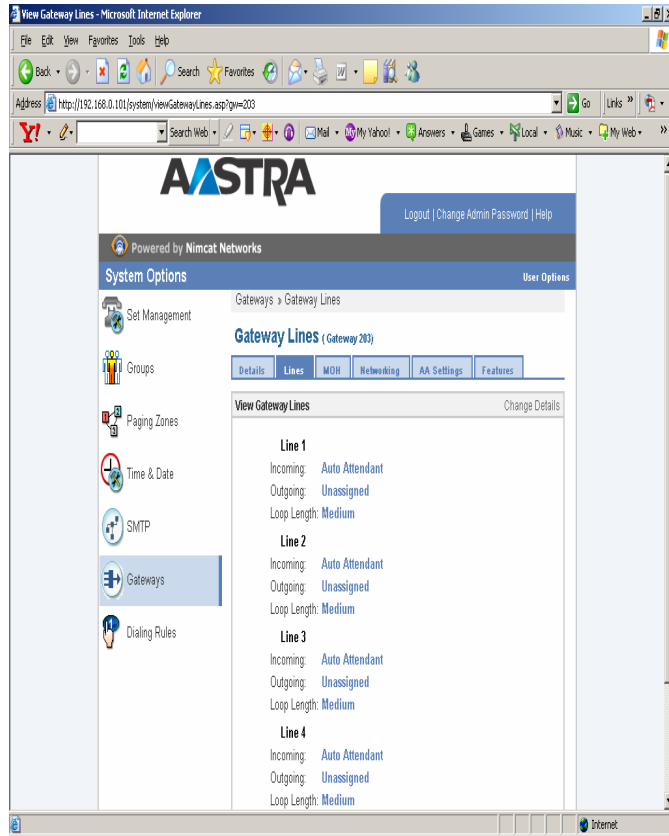
2. Click **Change Details**.
The Edit Gateway Details page appears.



3. Change the extension.
4. Click **Submit**.

Gateway Lines

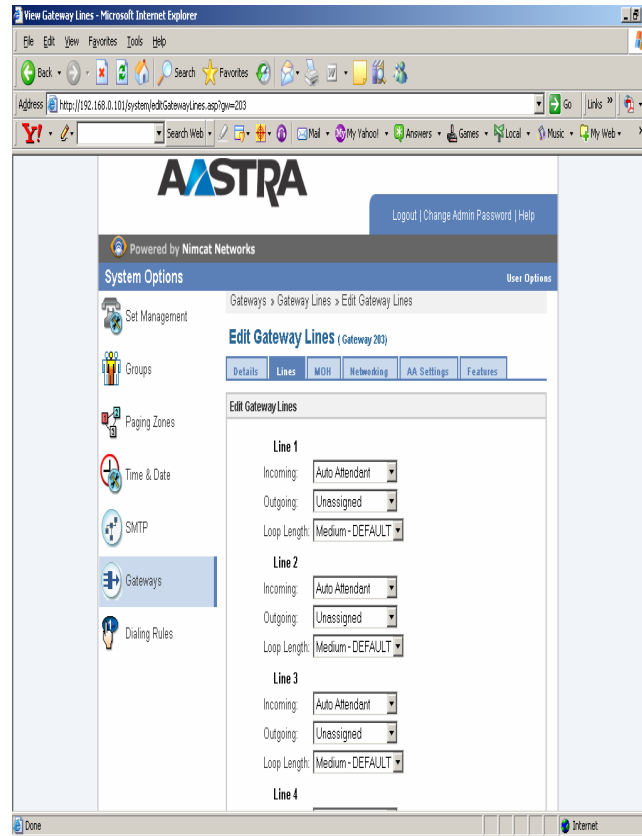
You can assign a physical PSTN line to a telephone or a group of telephones. Incoming calls on this line bypass Auto Attendant and are forwarded to the specified phone(s) immediately. If a line is assigned to a group of telephones, all telephones ring until one of them answers the call.



Edit Gateway Lines

To change Gateway Lines

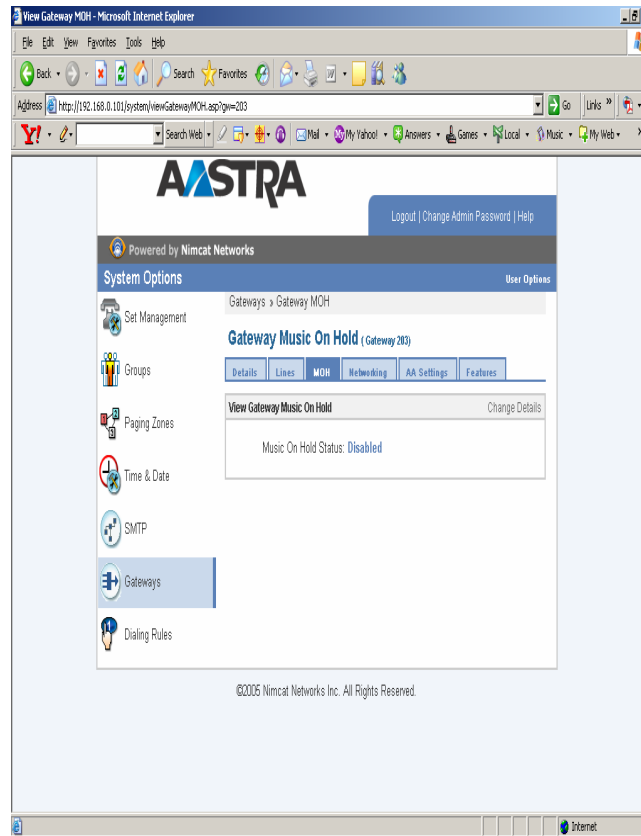
1. Click **Change Details**.
The Change Gateway Lines page appears.



2. Use the drop-down lists to change the line information.
3. Click **Submit**.

Music on Hold

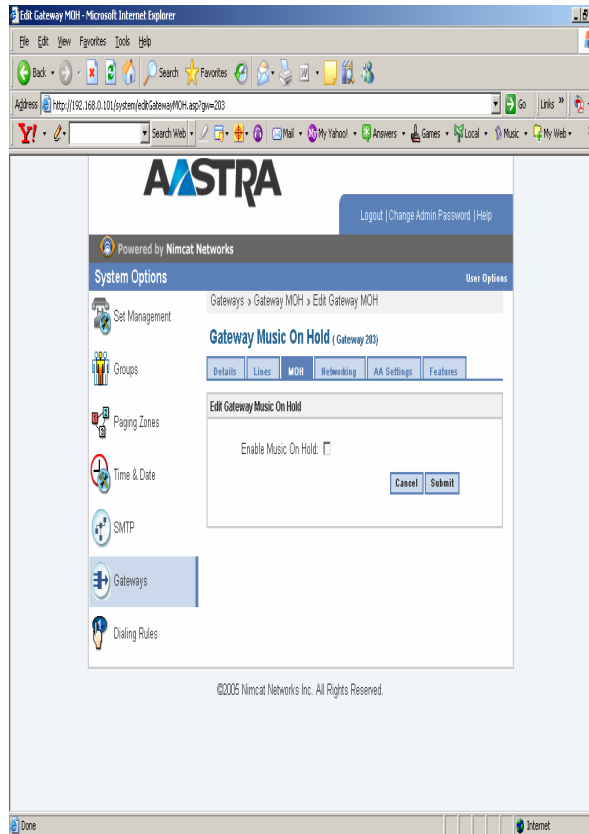
Music on Hold lets you determine whether it is Enabled or Disabled for a particular Gateway.



Edit Gateway Music on Hold

To toggle the MOH setting

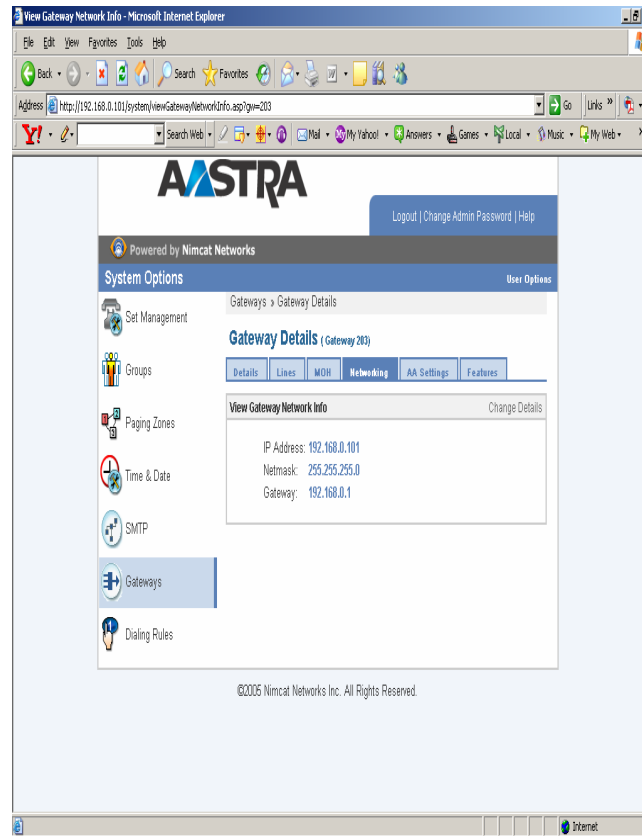
1. Click **Change Details**.
The Edit Gateway MOH page appears.



2. Check or uncheck the Enable Music on Hold box.
3. Click **Submit**.

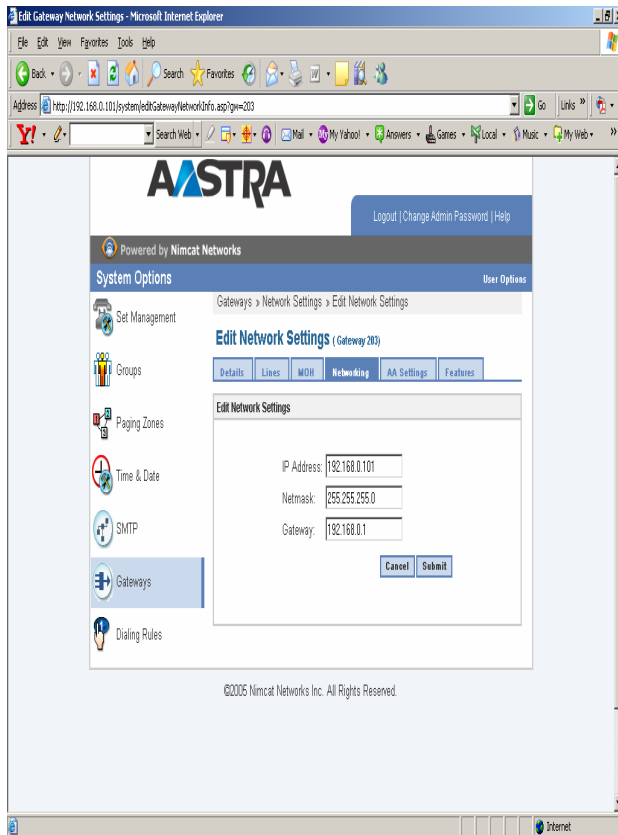
Networking Setting

Network Settings supports editing the current sets network settings (IP Address, Netmask, Gateway).



- **IP Address** — is the identifier for the device on the TCP/IP network. The IP Address can be set to a static address or can be set to dynamically obtain an address (DHCP or Zero Conf) by setting the IP Address field to **0.0.0.0**.
- **Netmask** — is shown as a series of four as integers (0-255), each representing a 4-bit field. It must consist of a leading series of binary 1's used to mask the network id, followed by 0's which allow the device's host address to be visible. The standard netmask for a Class C subnet is "255.255.255.0".
- **Gateway** — is the IP Address of a machine used as the entrance to other networks.

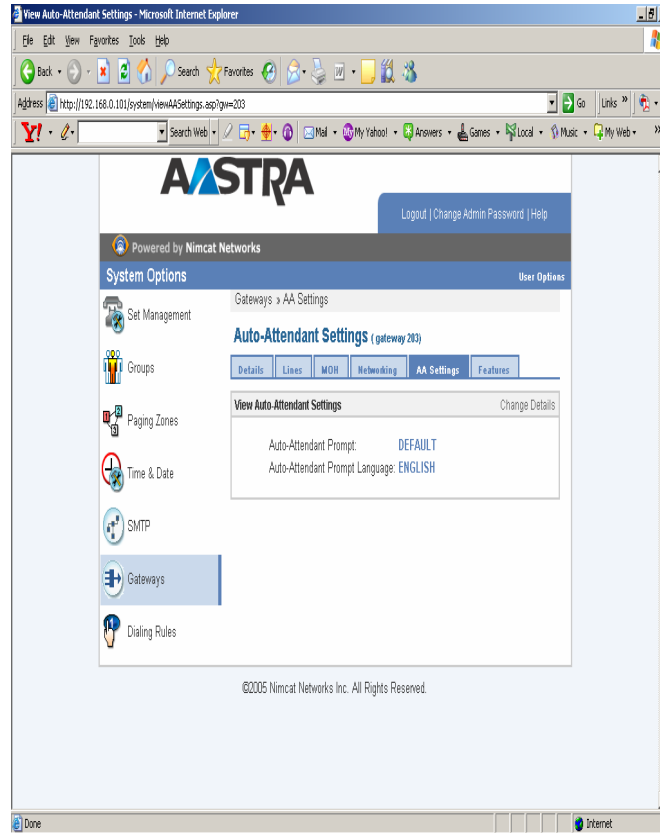
1. Click **Change Details**.
The Edit Network Setting page appears.



2. Enter the information as follows:
 - **IP Address** — The IP Address can be set to a static address.
 - **Netmask** — the Netmask address.
 - **Gateway** — the IP Address of a machine/router.
3. Click **Submit**.

Auto-Attendant Setting

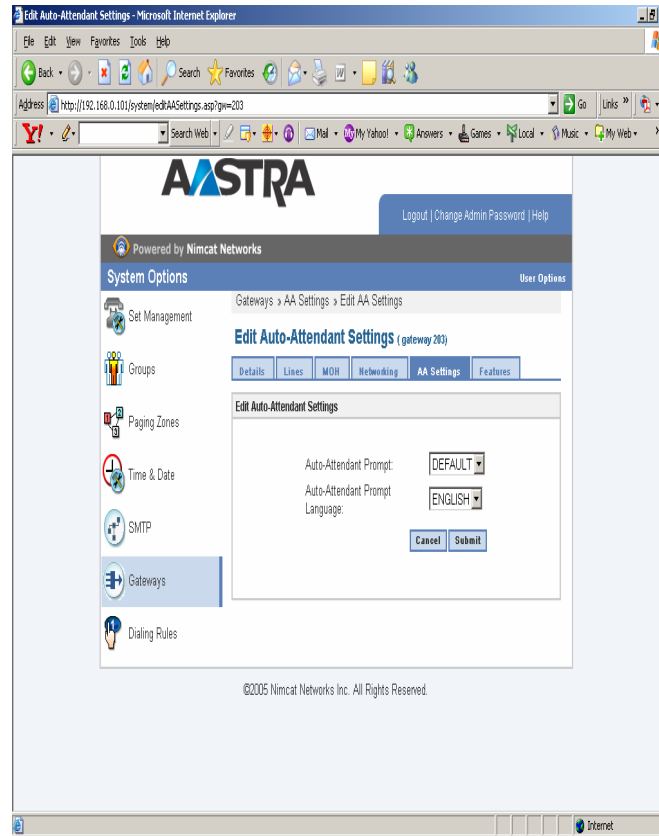
The Auto Attendant feature acts as a system receptionist. The Auto Attendant supports up to three greetings: System Default, Day greeting and Night greeting. The Day and Night greetings of the Auto Attendant must be recorded before they can be used. Only one greeting can be enabled at any time.



Edit Auto-Attended Setting

To change the Auto-Attended settings

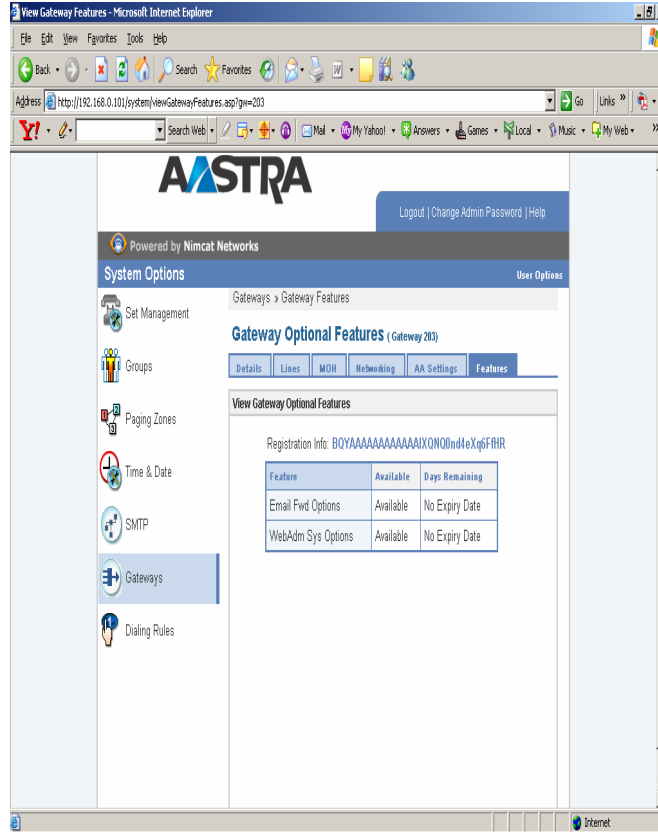
1. Click **Change Details**.
The Edit Auto-Attendant Settings page appears.



2. Use the drop-down lists to change for Day, Night and to French (Default is English).
3. Click **Submit**.

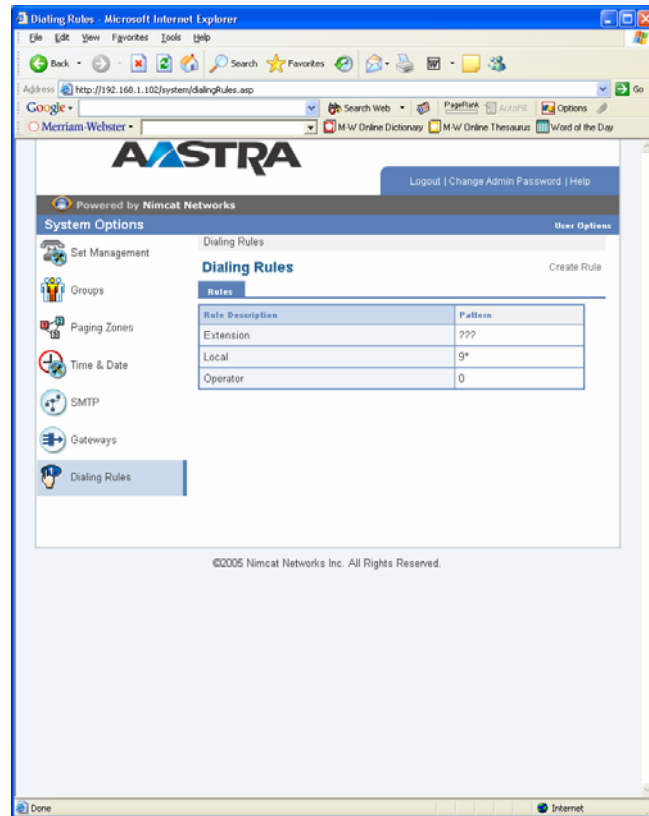
Features

The Gateway Features displays information regarding the Email Fwd Options and WebAdm Sys Options which are available on the current gateway. No changes are required.



Dialing Rules

To manage dialing rules, select it from the System Options menu (See VentureIP System Guide for more details).

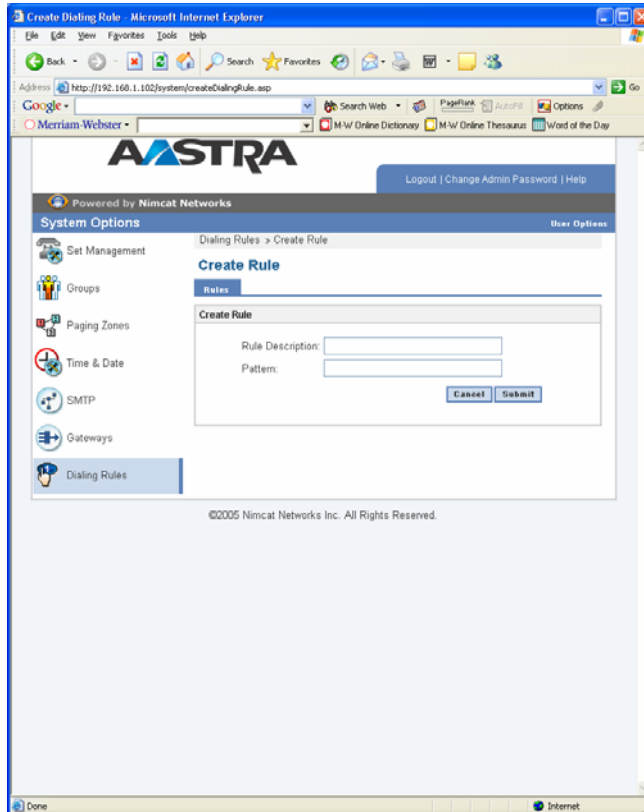


- **Rule Description** – name or label to identify the numeric Dialing Rule.
 - **Pattern** – the numeric string that creates the Dialing Rule.
- Note:** There are 3 fixed enabled Dialing Rules required for the system (Extension: ???, Local: 9 and Operator: 0) and they cannot be Deleted or Edited.

Creating Rules

To create dialing rules

1. From the Dialing Rules page, click **Create Rule**.
The Create Rule page appears.

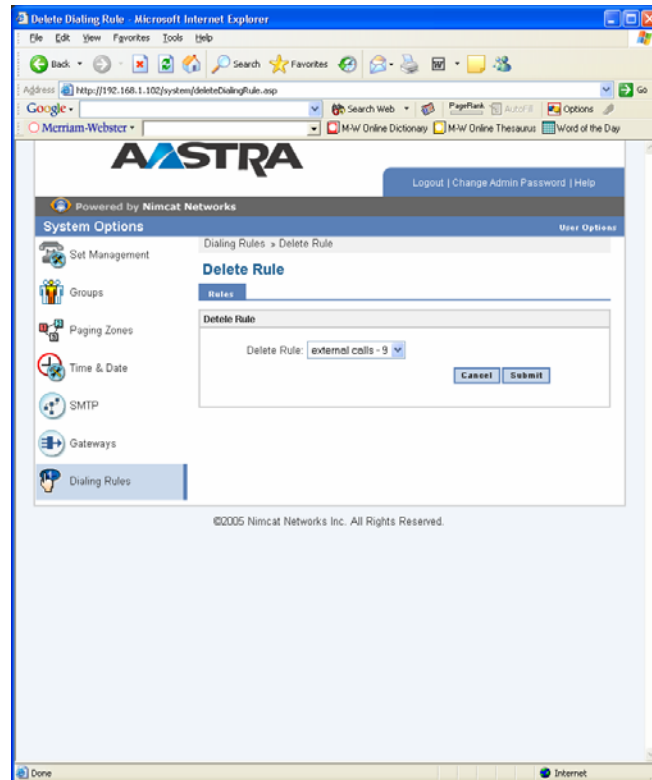


2. Enter a rule description.
3. Enter a rule pattern.
4. Click **Submit**.

Deleting Rules

To delete dialing rules

1. From the Dialing Rules page, click **Delete Rule**.
The Delete Rule page appears.

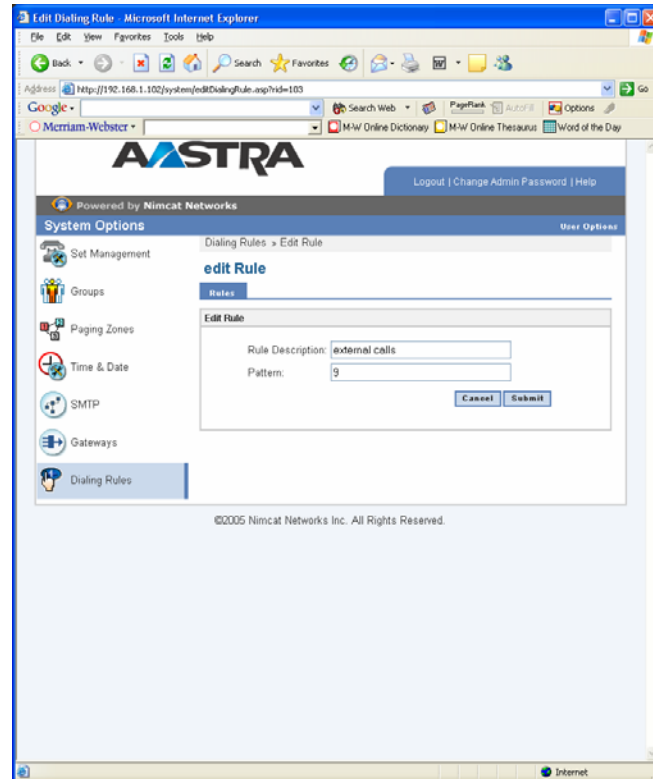


2. From the drop-down list, select the rule you want to delete.
3. Click **Submit**.

Editing Rule

To edit a dialing rule

1. Click the rule you want to edit.
The Edit Rule page appears.



2. Edit the rule.
3. Click **Submit**.

Acknowledgements

- This product includes software developed by the OpenSSL Project for use in the OpenSSL Toolkit (<http://www.openssl.org/>)
- This product includes cryptographic software written by Eric Young (eyay@cryptosoft.com)