



IP Centrex Phone: Poly Edge E450/E550



CONFIRM THE E911 ADDRESS INFORMATION

To confirm the E911 address information for the location of your equipment

1. Go to www.coxbusiness.com
2. Click on Sign in MyAccount
3. Enter your MyAccount login credentials
4. Click Manage E911 Information
5. Follow the prompts

IMPORTANT: The E911 address information must be updated whenever the phone is moved to a new location. Affix the E911 decal (included) so users can view this information.



ALSO INSTALLING COX BUSINESS DATA SERVICE?

If so, do that installation first. Once that's completed, you can continue with this phone installation.



GETTING STARTED

Verify that all the equipment you ordered is included in the box. Depending on your order, some of this equipment may not be applicable to you.



AND/OR



Poly Edge E450



Poly Edge E550



QUESTIONS ABOUT YOUR INSTALLATION

For quick references and user guides, go to www.coxbusiness.com/starthere and select your phone make and model.

For more support, you can live chat on www.coxbusiness.com/chat, text 36009, or call 844-208-3743.



CHAT: Coxbusiness.com/chat



TEXT: 36009



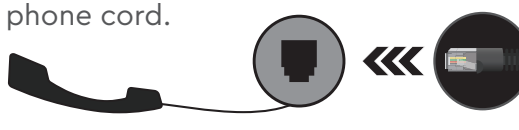
CALL: 844-208-3743

Instructions continue on the other side




A IP Centrex Phone: Poly Edge E450/E550

1 HANDSET: Connect the handset using the phone cord.



STOP: If you are installing a **Key Expansion Module (KEM) B** for your phone, then go to those instructions now.

2 ETHERNET CABLE: Connect the Ethernet cable to an active port on your **firewall/router** or **LAN switch**. Connect the other end to the LAN port on the back of the phone.



3 THERE'S 3 WAYS TO POWER THE PHONE:

OPTION 1 - Power over Ethernet (PoE): If you're using PoE from a LAN switch per Step 2, no additional power is needed.

OPTION 2 - PoE Injector (if included): For instructions on powering the phone using a PoE Injector, go to www.coxbusiness.com/ipcpower.

OPTION 3 - Power Cord (if included): Plug the power cord into the power port on the phone, then into the wall outlet.

4 WAIT: The line keys will light up or green check marks will appear when the phone is active and ready for use. Please note this process may take up to **3 MINUTES** during which the phone may reboot several times.

1. If the boot up process does not start, check the power cord connections (Step 3).
2. If the boot up process completes, but doesn't show the line keys are ready, check the Ethernet cable (Step 2).

5 PHONE STAND: If you did not already attach a stand to the phone while installing a KEM, you can attach it now. Insert the **PHONE STAND** into the slot on the back of the phone.

*** OPTIONAL PASS-THROUGH CONNECTION**

1. Connect an Ethernet cable (*not included*) from the PC port on the phone to the Ethernet port on your computer.
2. If provided, attach the ferrite clamp to the Ethernet cable close to the PC port of the phone.

