

*IPFINITY Help Desk Series*

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# Grandstream GXP Programming

Programming  
multi-purpose  
keys

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# Step 1: Determine your phone's IP address

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- ❖ Locate the cursor keypad on your phone
- ❖ The centre key is marked “●”. This is the Enter key.
- ❖ Press Enter, then arrow over to Status (or press 2) and press Enter.
- ❖ Select Network Status and note down the phone's “IPv4 address.”

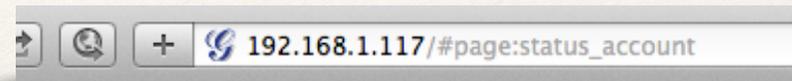


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# Login to your phone

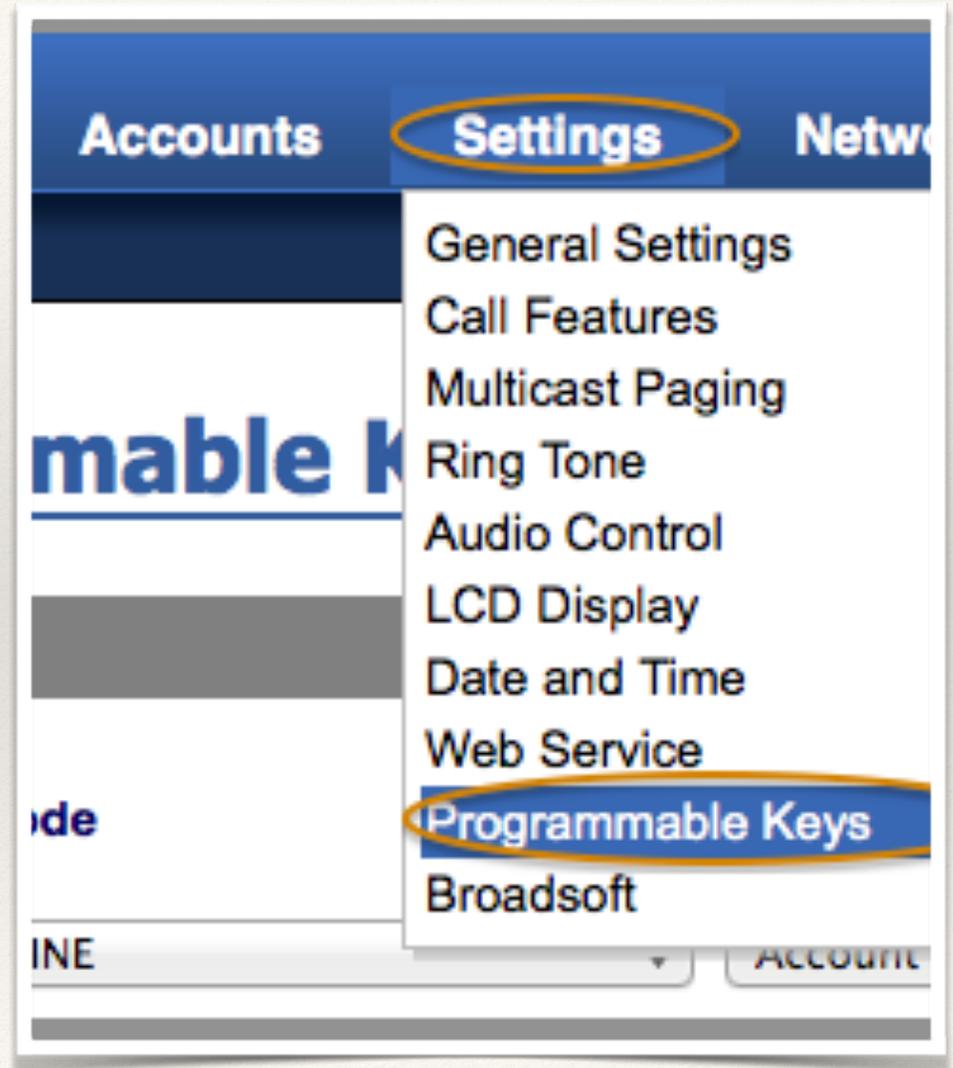
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- ❖ In your web browser, type in the IPv4 address you obtained in the previous step;
- ❖ You will be greeted by a login screen:
- ❖ Log in with the credentials provided to you in your *IPFINITY Welcome Letter*.

A screenshot of the "Executive IP" login interface. The page has a blue gradient background. At the top right, the text "Executive IP" is displayed in a bold, white font. Below this, there are three input fields: "Username" with the text "admin", "Password" with masked characters ".....", and "Language" with a dropdown menu set to "English". To the right of the password field is a blue "Login" button.

# Access your multipurpose keys

- ❖ Click Settings
- ❖ Then select Programmable Keys from the drop-down menu



# Locate your multipurpose keys

- ❖ On the Programmable Keys page, locate the section called Multipurpose Keys
- ❖ Some of the keys will be unassigned, these will be blank or greyed out (blue section), while others will have values stored in them (red section). Your phone may look different.
- ❖ Make a note of the unassigned keys. These are available to you to use as you see fit.

Mode	Account	Description	Value
Speed Dial	Account 1	Description	Value
Speed Dial	Account 1	Description	Value
Speed Dial	Account 1	Description	Value
Speed Dial	Account 1	Description	Value
Busy Lamp Field (BLF)	Account 1	Park 1	71
Busy Lamp Field (BLF)	Account 1	Park 2	72
Busy Lamp Field (BLF)	Account 1	Park 3	73
Intercom	Account 1	Page All	777

Save Save and Apply Reset

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# Program your multipurpose keys

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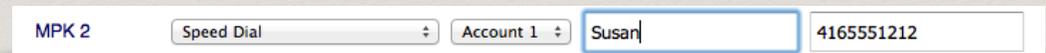
- ❖ BLF: To configure key #1 to watch ext 250, configure as follows. The key will now light up red when extension 250 is in use. Pressing the key will dial extension 250.
- ❖ Speed dial: To configure a key to call an outside number. Say key #2 should call 416-555-1212. Configure as follows:



MPK 1

Busy Lamp Field (BLF)	Account 1	Ext 250	250
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This screenshot shows the configuration for Multipurpose Key 1 (MPK 1). The interface includes a dropdown menu set to 'Busy Lamp Field (BLF)', another dropdown set to 'Account 1', a text field containing 'Ext 250', and a final text field containing the number '250'.



MPK 2

Speed Dial	Account 1	Susan	4165551212
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This screenshot shows the configuration for Multipurpose Key 2 (MPK 2). The interface includes a dropdown menu set to 'Speed Dial', another dropdown set to 'Account 1', a text field containing 'Susan', and a final text field containing the number '4165551212'.

# If you make a mistake

- ❖ Don't panic!
- ❖ Reboot your phone, it will pick up its default configuration from the IPFINITY Cloud.
- ❖ You can then start over.
- ❖ If you program over any of the keys in the "red block" (i.e. system keys) they will get overwritten every time the phone reboots. So don't do it!
- ❖ You may reprogram any of the blue keys as often as you like.

Mode	Account	Description	Value
Speed Dial	Account 1	Description	Value
Speed Dial	Account 1	Description	Value
Speed Dial	Account 1	Description	Value
Speed Dial	Account 1	Description	Value
Busy Lamp Field (BLF)	Account 1	Park 1	71
Busy Lamp Field (BLF)	Account 1	Park 2	72
Busy Lamp Field (BLF)	Account 1	Park 3	73
Intercom	Account 1	Page All	777

Save Save and Apply Reset