C access one Technology Solutions, Delivered with Care

Hot-Desking/Hoteling

What is it?

Hot-desking allows subscribers to login to their Directory Number (DN) on any phone that is configured for hot-desking.

How to use it:

Logging In:

With the phone in a logged out state, press the Login softkey. Type in the DN of the subscriber and the appropriate password (the password is the EAS password) and then Submit. The phone will then automatically login to the DN.

Logging out:

With the phone in a logged in state, press the Logout softkey. Confirm that you want to logout. The phone will automatically logout.