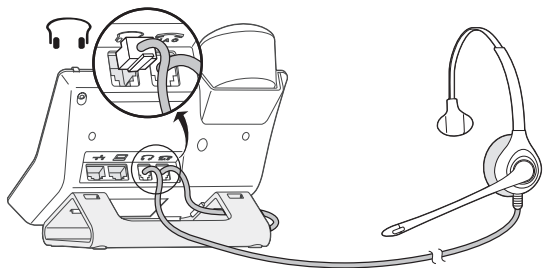## Connecting a Headset (Optional)

The IP Phone supports use of an optional Headset, as shown. After connecting the headset, select the Headset button on the front panel of the IP Phone.

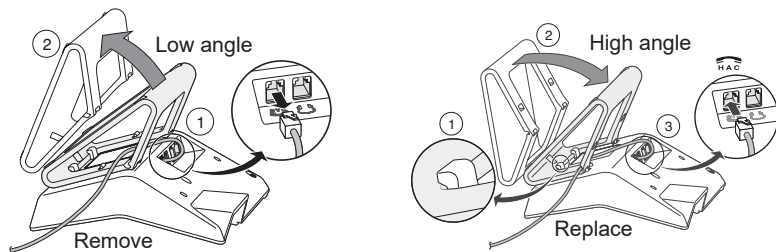## Adjusting the Viewing Angle of the Phone (Optional)

The IP Phone stand supports two tilt angles for the phone on desk.
The stand is shipped in the low position. Use these instructions to change the tilt angle.

Remove the Stand:
1. Disconnect the handset cable from the rear of the IP Phone and pull it out from the side of the stand. Set the handset aside.
2. Grasp the phone base in one hand and the stand in the other. Pull the stand off the base until it unsnaps.

Replace the Stand:
1. Rotate the stand 180 degrees. Seat the stand firmly in the hooks.
2. Push the stand into the base until it snaps into place.
3. Rethread the handset cable through the side of the stand and reconnect the handset.
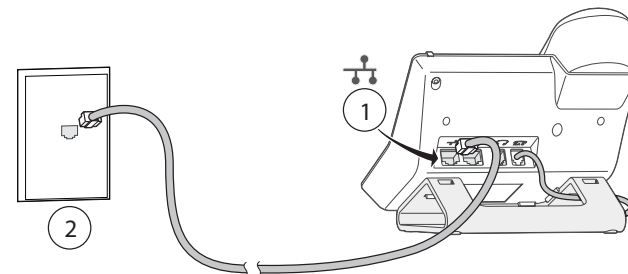
∞ Mitel®
Powering connections

IP Phone 420/420g Quick Install Guide

Connecting to Power over Ethernet

Required Items:
- Ethernet cable for IP Phone (included)
- Network wall port that supports power or Power over Ethernet (PoE)

Note: This configuration describes a Power over Ethernet connection. Refer to **Connecting to Power and the Network** on page 2 if your network wall port or data switch does not support Power over Ethernet.

Connect Power over Ethernet:
1. Connect one end of the Ethernet cable to the Ethernet port on the IP Phone.
2. Connect the other end of the Ethernet cable to a network wall port that supports Power over Ethernet. After a few seconds, the IP Phone powers on and runs through a series of system tests.
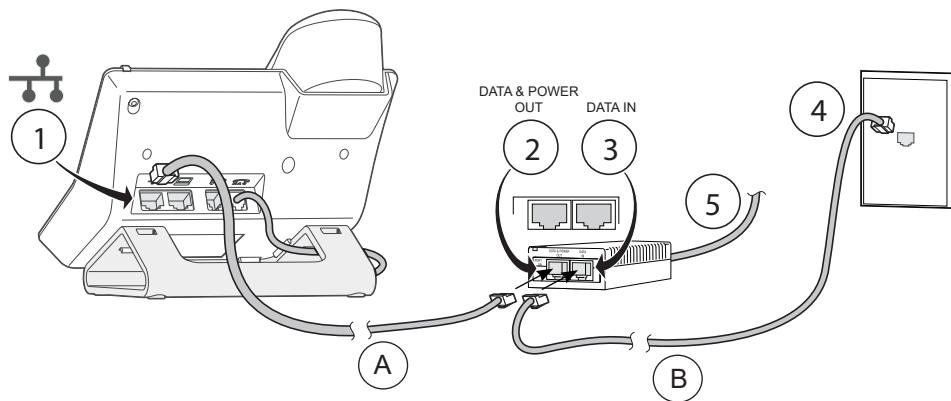
Note: This IP Phone supports 10/100 Ethernet network speed.

Connecting to Power and the Network

Required Items for connecting to Power and the Network:
- PoE (Power over Ethernet) Adapter. One Ethernet cable and AC power cable included.
- Ethernet cable for connecting IP Phone to PoE Adapter (included with phone)

Note: This configuration requires a PoE adapter and two Ethernet cables.
Refer to **Connecting to Power over Ethernet** on page 1 if your network wall port supports Power over Ethernet.
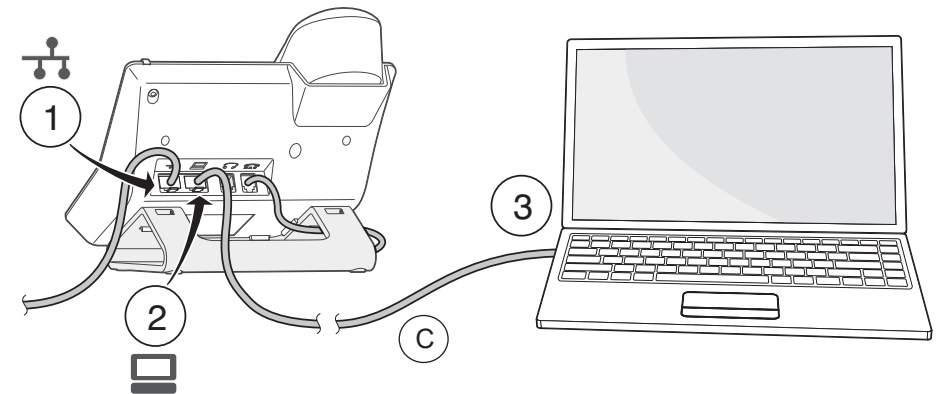
Connect to Power and the Network:
1. Connect one end of ETHERNET CABLE A to the Ethernet port on the IP Phone.
2. Connect the other end of ETHERNET CABLE A to the DATA AND POWER OUT port on the PoE adapter.
3. Connect one end of ETHERNET CABLE B to the DATA IN port on the PoE adapter.
4. Connect the other end of ETHERNET CABLE B to a network wall port.
5. Connect power from the PoE adapter to an appropriate power source. After a few seconds, the IP Phone powers on and runs through a series of system tests.

Connecting to a Computer (Optional)

The IP Phone supports connecting to a PC or laptop.

Required Items for connecting the IP Phone to a computer:
- Computer
- Ethernet cable for connecting IP Phone to computer (not included)

Connect to a Computer:
1. Follow instructions **Connecting to Power over Ethernet** on page 1 or **Connecting to Power and the Network** on page 2**.**
2. Connect one end of ETHERNET CABLE C to the PC port on the IP Phone.
3. Connect the other end of ETHERNET CABLE C to the Ethernet port on a PC or laptop.