






Three Way Calling

Three Way Calling Instructions

-  Press the handset button (switchhook) for about one second, and then release. This will place the person you're talking with on hold.

Listen for the dial tone; then press or dial the number of the third person
- who'll be joining your conversation. (You can use Speed Calling codes, if you have this feature.)
-  When the third person answers, you can talk privately with this person, if you wish, before making the call a three-way conversation.
-  To make the call a three-way conversation, press the handset button (switchhook) once for about one second, and then release.

Note: If you can't complete the call to the third person or if you decide not to add the third person to the call (if the person you want to speak with is unavailable, for example), you can resume your original conversation by quickly pressing the handset button (switchhook) **twice**.

- When you're finished with the three-way conversation:
 - You can disconnect the third person by pressing the handset button (switchhook) for about one second and then releasing it. Only the original person will remain on the line.
 - If either of the other two parties hangs up, you can continue talking with the one who remains on the line.