

# Poly<sup>®</sup> VVX<sup>®</sup> EM50

## Expansion Module Administrator Guide



### Table of Contents

Overview .....	2
Configurations.....	4
Appendix .....	6
Additional Support.....	7



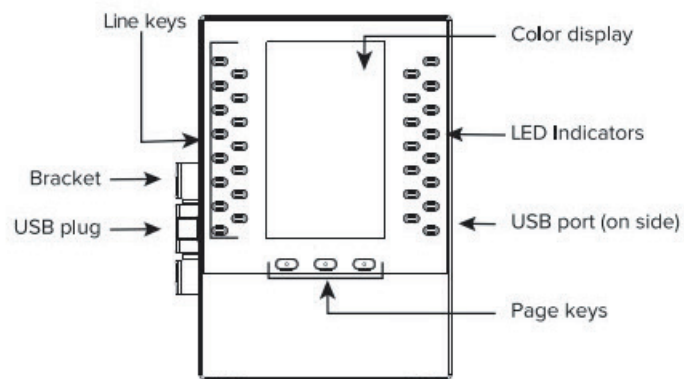
# Poly® VVX® EM50

## Expansion Module Administrator Guide

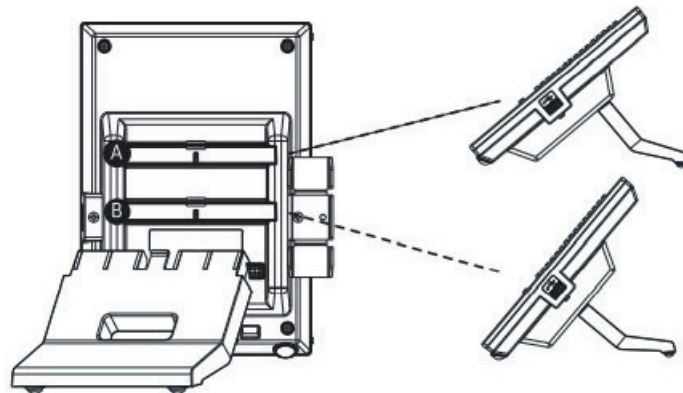
### VVX (Color) Expansion Modules

The VVX Expansion Module (EM) enables configuration of additional keys on the VVX 450 Business Media Phones.

Each EM has 30 keys with LED Indicators and 3 Page Keys under the display, allowing you to add up to 90 additional Function keys to your phone ( $3 \times 30 = 90$ ). By combining up to 2 EM's per phone, you can add up to 180 additional keys to your VVX 450 Business Media Phone. Please refer to the diagram below.



### Connect the Base Stand



# Poly<sup>®</sup> VVX<sup>®</sup> EM50

## Expansion Module Administrator Guide

**Color Display**—Displays Status Connect Monitored Users and local Speed Dial Favorites.

**Function Keys**—Press these keys to select an available feature or function. These LED Indicators light up to indicate line or busy lamp field contact's status:

- **Fast-Flashing Green**—Incoming call to Status Connect monitored user.
- **Solid Red**—The phone of the Status Connect monitored user is off-hook busy, has a held call, or is placing a call.
- **Red & Green Alternate Flashing**—Status Connect monitored user is on a call while another call is waiting on their station.

**Page Keys**—Press these keys to navigate to a different page on the display and to view additional lines. These LED Indicators light up to indicate page status:

- **Fast-Flashing Green**—Incoming call on a page not currently displayed. When you press the page key with the fast-flashing green LED indicator, the LED indicator stops flashing.
- **Solid Red**—Current page displayed.

**Base Stand**—Inserts into one of three slots on the back of the EM to stand up the display.

The maximum keys that can be supported by each VVX 450 phone with an expansion module is outlined in the table below:

VVX Model	Line Keys	1 EM	2 EM's	Maximum Programmable Keys*
450 Series	12	90	180	192

\*Maximum Programmable keys equals the line keys plus two Expansion Modules. Programmable keys can be a combination of line keys (phone dependent), Status Connect Monitored Users (limit 50), and Speed Dial Favorites.



# Poly® VVX® EM50


## Expansion Module Administrator Guide

*Depending on the user's role and use of the EM's, the following configurations are available:*

### Standard Configuration


The standard configuration will automatically assign keys to your phone and EM(s) in the following order:

- Line Keys (includes Primary line, Shared Call Appearances (SCAs), & Secondary Directory Numbers (SDNs))
- Status Connect (SC) Monitored Users
- Speed Dial/Favorites (Directory)

 **NOTE:** Please visit the managedIP Hosted support site at <http://support.tdsmanagedip.com> to learn more about monitoring users via the Status Connect feature.

For example, if you have 4 line keys on your VVX450 phone, 35 Status Connect Monitored Users, and 50 Speed Dial entries, the following configuration will appear on your phone and EM:

Line keys 1 – 4	VVX 450 Series, keys 1 – 4
SC Monitored Users 1 – 8	VVX 450 Series, keys 5 – 12
SC Monitored Users 9 – 38	EM (1), page 1, keys 1 – 30
Speed Dial (1 – 29)	EM (1), page 2, keys 1 – 20
Speed Dial (30 – 50)	

 **NOTE:** With the standard configuration, all functions are assigned to consecutive keys. Unassigned keys always appear at the end of your key configuration. The standard configuration is the default, which means no web portal changes are required.

### Custom Configuration 1 – Mini-console with 1 EM

This configuration is ideal for an answering position ("mini-console") with only one EM that uses Status Connect to monitor other users.

With this custom configuration, only line keys will appear on the VVX phone. Status Connect keys (up to 50) will appear on pages 1-2 of the EM, with Speed Dial Favorites appearing on additional keys. Although this configuration is primarily targeted for a single EM, additional EM's may be used to provide access to more Speed Dial Favorites. See the Appendix - **Custom Configuration 1**, for specific key assignments.




# Poly<sup>®</sup> VVX<sup>®</sup> EM50

## Expansion Module Administrator Guide

### To enable Custom Configuration 1:

1. Log in to the managedIP Administrator web portal and navigate to the user with the expansion module(s).
2. Enable Expansion Module Templates by using the "Modify Tags" function. Change the value of **%EXP\_MOD\_TEMPLATES\_ENABLED%** to "1" (on) to activate.
3. Rebuild the device.
4. Reset the device.

 **NOTE:** Please refer to the managedIP Administrator User Guide for more detailed instructions on the "Modify Tags" function.


### Custom Configuration 2 – Mini-console with 2 EMs

This configuration is ideal for an answering position ("mini-console") with two EM's that uses Status Connect to monitor other users. With this configuration, Status Connect keys appear on page 1 of both the first and second EM's.

This eliminates the need for a busy answering position monitoring more than 30 Status Connect users to toggle between pages one and two of the first EM. By selecting page 1 of both EM 1 and EM 2, all Status Connect users are visible with a single glance, providing greater efficiency for the user. See the Appendix - **Custom Configuration 2**, for specific key assignment.

### To enable Custom Configuration 2:

1. Log in to the managedIP Administrator web portal and navigate to the user with the expansion module(s).
2. Using the "Modify Tags" function:
  - a. Enable Expansion Module Templates by changing the value of **%EXP\_MOD\_TEMPLATES\_ENABLED%** to "1" (on).
  - b. Enable the Status Connect View by changing the value of **%EXP\_MOD\_STATUS\_CONNECT\_VIEW%** to "Unassigned".
3. Rebuild the device.
4. Reset the device.

 **NOTE:** With the EM custom configurations, specify the exact key a Speed Dial Favorite should appear on by setting the Favorite Index to the value noted on the template. Please refer to the Polycom Detailed Guide, "Managing Favorites" for further detail on programming Favorites and changing indices.



# Poly® VVX® EM50

## Expansion Module Administrator Guide

### APPENDIX – Custom Configuration 1

SC = Status Connect Fav = Favorites Index

Expansion Module 1 - Page 1	Key	Key Function	Key	Key Function	Expansion Module 1 - Page 2	Key	Key Function	Key	Key Function	Expansion Module 1 - Page 3	Key	Key Function	Key	Key Function
	1	SC-1	16	SC-16		31	SC-31	46	SC-46		61	FAV-61	76	FAV-76
	2	SC-2	17	SC-17		32	SC-32	47	SC-47		62	FAV-62	77	FAV-77
	3	SC-3	18	SC-18		33	SC-33	48	SC-48		63	FAV-63	78	FAV-78
	4	SC-4	19	SC-19		34	SC-34	49	SC-49		64	FAV-64	79	FAV-79
	5	SC-5	20	SC-20		35	SC-35	50	SC-50		65	FAV-65	80	FAV-80
	6	SC-6	21	SC-21		36	SC-36	51	FAV-51		66	FAV-66	81	FAV-81
	7	SC-7	22	SC-22		37	SC-37	52	FAV-52		67	FAV-67	82	FAV-82
	8	SC-8	23	SC-23		38	SC-38	53	FAV-53		68	FAV-68	83	FAV-83
	9	SC-9	24	SC-24		39	SC-39	54	FAV-54		69	FAV-69	84	FAV-84
	10	SC-10	25	SC-25		40	SC-40	55	FAV-55		70	FAV-70	85	FAV-85
	11	SC-11	26	SC-26		41	SC-41	56	FAV-56		71	FAV-71	86	FAV-86
	12	SC-12	27	SC-27		42	SC-42	57	FAV-57		72	FAV-72	87	FAV-87
	13	SC-13	28	SC-28		43	SC-43	58	FAV-58		73	FAV-73	88	FAV-88
	14	SC-14	29	SC-29		44	SC-44	59	FAV-59		74	FAV-74	89	FAV-89
	15	SC-15	30	SC-30		45	SC-45	60	FAV-60		75	FAV-75	90	FAV-90

Expansion Module 2 - Page 1	Key	Key Function	Key	Key Function	Expansion Module 2 - Page 2	Key	Key Function	Key	Key Function	Expansion Module 2 - Page 3	Key	Key Function	Key	Key Function
	1	Unassigned	16	FAV-91		31	FAV-106	46	FAV-121		61	FAV-136	76	FAV-151
	2	Unassigned	17	FAV-92		32	FAV-107	47	FAV-122		62	FAV-137	77	FAV-152
	3	Unassigned	18	FAV-93		33	FAV-108	48	FAV-123		63	FAV-138	78	FAV-153
	4	Unassigned	19	FAV-94		34	FAV-109	49	FAV-124		64	FAV-139	79	FAV-154
	5	Unassigned	20	FAV-95		35	FAV-110	50	FAV-125		65	FAV-140	80	FAV-155
	6	Unassigned	21	FAV-96		36	FAV-111	51	FAV-126		66	FAV-141	81	FAV-156
	7	Unassigned	22	FAV-97		37	FAV-112	52	FAV-127		67	FAV-142	82	FAV-157
	8	Unassigned	23	FAV-98		38	FAV-113	53	FAV-128		68	FAV-143	83	FAV-158
	9	Unassigned	24	FAV-99		39	FAV-114	54	FAV-129		69	FAV-144	84	FAV-159
	10	Unassigned	25	FAV-100		40	FAV-115	55	FAV-130		70	FAV-145	85	FAV-160
	11	Unassigned	26	FAV-101		41	FAV-116	56	FAV-131		71	FAV-146	86	FAV-161
	12	Unassigned	27	FAV-102		42	FAV-117	57	FAV-132		72	FAV-147	87	FAV-162
	13	Unassigned	28	FAV-103		43	FAV-118	58	FAV-133		73	FAV-148	88	FAV-163
	14	Unassigned	29	FAV-104		44	FAV-119	59	FAV-134		74	FAV-149	89	FAV-164
	15	Unassigned	30	FAV-105		45	FAV-120	60	FAV-135		75	FAV-150	90	FAV-165



# Poly<sup>®</sup> VVX<sup>®</sup> EM50

## Expansion Module Administrator Guide

### APPENDIX – Custom Configuration 2

SC = Status Connect Fav = Favorites Index

Expansion Module 1 - Page 1	Key	Key Function	Key	Key Function	Expansion Module 1 - Page 2	Key	Key Function	Key	Key Function	Expansion Module 1 - Page 3	Key	Key Function	Key	Key Function
	1	SC-1	16	SC-16		31	Unassigned	46	Unassigned		61	FAV-1	76	FAV-16
	2	SC-2	17	SC-17		32	Unassigned	47	Unassigned		62	FAV-2	77	FAV-17
	3	SC-3	18	SC-18		33	Unassigned	48	Unassigned		63	FAV-3	78	FAV-18
	4	SC-4	19	SC-19		34	Unassigned	49	Unassigned		64	FAV-4	79	FAV-19
	5	SC-5	20	SC-20		35	Unassigned	50	Unassigned		65	FAV-5	80	FAV-20
	6	SC-6	21	SC-21		36	Unassigned	51	FAV-300		66	FAV-6	81	FAV-21
	7	SC-7	22	SC-22		37	Unassigned	52	FAV-301		67	FAV-7	82	FAV-22
	8	SC-8	23	SC-23		38	Unassigned	53	FAV-302		68	FAV-8	83	FAV-23
	9	SC-9	24	SC-24		39	Unassigned	54	FAV-303		69	FAV-9	84	FAV-24
	10	SC-10	25	SC-25		40	Unassigned	55	FAV-304		70	FAV-10	85	FAV-25
	11	SC-11	26	SC-26		41	Unassigned	56	FAV-305		71	FAV-11	86	FAV-26
	12	SC-12	27	SC-27		42	Unassigned	57	FAV-306		72	FAV-12	87	FAV-27
	13	SC-13	28	SC-28		43	Unassigned	58	FAV-307		73	FAV-13	88	FAV-28
	14	SC-14	29	SC-29		44	Unassigned	59	FAV-308		74	FAV-14	89	FAV-29
	15	SC-15	30	SC-30		45	Unassigned	60	FAV-309		75	FAV-15	90	FAV-30

Expansion Module 2 - Page 1	Key	Key Function	Key	Key Function	Expansion Module 2 - Page 2	Key	Key Function	Key	Key Function	Expansion Module 2 - Page 3	Key	Key Function	Key	Key Function
	1	SC-31	16	SC-46		31	FAV-31	46	FAV-46		61	FAV-61	76	FAV-76
	2	SC-32	17	SC-47		32	FAV-32	47	FAV-47		62	FAV-62	77	FAV-77
	3	SC-33	18	SC-48		33	FAV-33	48	FAV-48		63	FAV-63	78	FAV-78
	4	SC-34	19	SC-49		34	FAV-34	49	FAV-49		64	FAV-64	79	FAV-79
	5	SC-35	20	SC-50		35	FAV-35	50	FAV-50		65	FAV-65	80	FAV-80
	6	SC-36	21	FAV-400		36	FAV-36	51	FAV-51		66	FAV-66	81	FAV-81
	7	SC-37	22	FAV-401		37	FAV-37	52	FAV-52		67	FAV-67	82	FAV-82
	8	SC-38	23	FAV-402		38	FAV-38	53	FAV-53		68	FAV-68	83	FAV-83
	9	SC-39	24	FAV-403		39	FAV-39	54	FAV-54		69	FAV-69	84	FAV-84
	10	SC-40	25	FAV-404		40	FAV-40	55	FAV-55		70	FAV-70	85	FAV-85
	11	SC-41	26	FAV-405		41	FAV-41	56	FAV-56		71	FAV-71	86	FAV-86
	12	SC-42	27	FAV-406		42	FAV-42	57	FAV-57		72	FAV-72	87	FAV-87
	13	SC-43	28	FAV-407		43	FAV-43	58	FAV-58		73	FAV-73	88	FAV-88
	14	SC-44	29	FAV-408		44	FAV-44	59	FAV-59		74	FAV-74	89	FAV-89
	15	SC-45	30	FAV-409		45	FAV-45	60	FAV-60		75	FAV-75	90	FAV-90

### Additional Support

Contact Technical Support at 1-888-850-5915 or visit [support.tdsmanagedip.com/hosted](http://support.tdsmanagedip.com/hosted) for additional resources.

