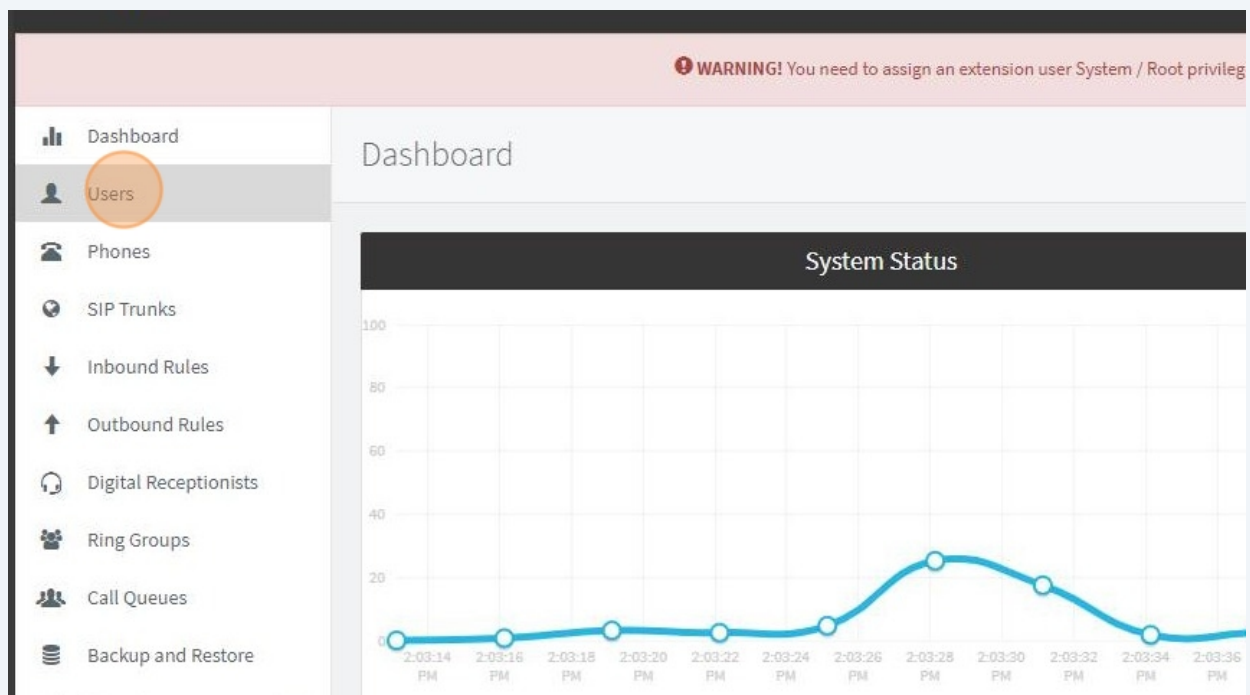


# Provision a new phone in 3CX



1 Open the customers 3CX admin page



## 2 Click the users extension

Outbound Rules

Digital Receptionists

Ring Groups

Call Queues

Backup and Restore

Reporting ▼

Security ▼

Advanced ▼

Settings

Portal

Search ...

<input type="checkbox"/>		Ext.	First Name	Last Name
<input type="checkbox"/>	●	101	Ashley	Johnson
<input type="checkbox"/>	●	102	Nick	Penrod
<input type="checkbox"/>	●	103	Wayne	Johnson
<input type="checkbox"/>	●	104	Nicole	Parker
<input type="checkbox"/>	●	105	Cally	Bailey
<input type="checkbox"/>	●	108	Tasha	Hutchinson

## 3 Click Phone Provisioning

105 Cally Bailey

OK Cancel

General Voicemail Forwarding Rules Phone Provisioning BLF Options Rights

**User Information**

Extension

105

First Name

Cally

Last Name

Bailey

Email Address

chailey@firstappraisalsgroup.com

#### 4 Click Add

105 Cally Bailey OK Cancel

General Voicemail Forwarding Rules **Phone Provisioning** BLF Options R...

**Phone Provisioning**

+ Add

Yocto Phones

Yealink T29G

For info on how to provision this phone click [here](#).

**Authentication**

Authentication details used by phones & apps. Reprovision after a change

IN

#### 5 Select the phone model

**WARNING!** You need to assign an extension user System / Role

Cancel

ing Rules Phone Provisioning BLF Option

**Add Phone**

Choose from available models

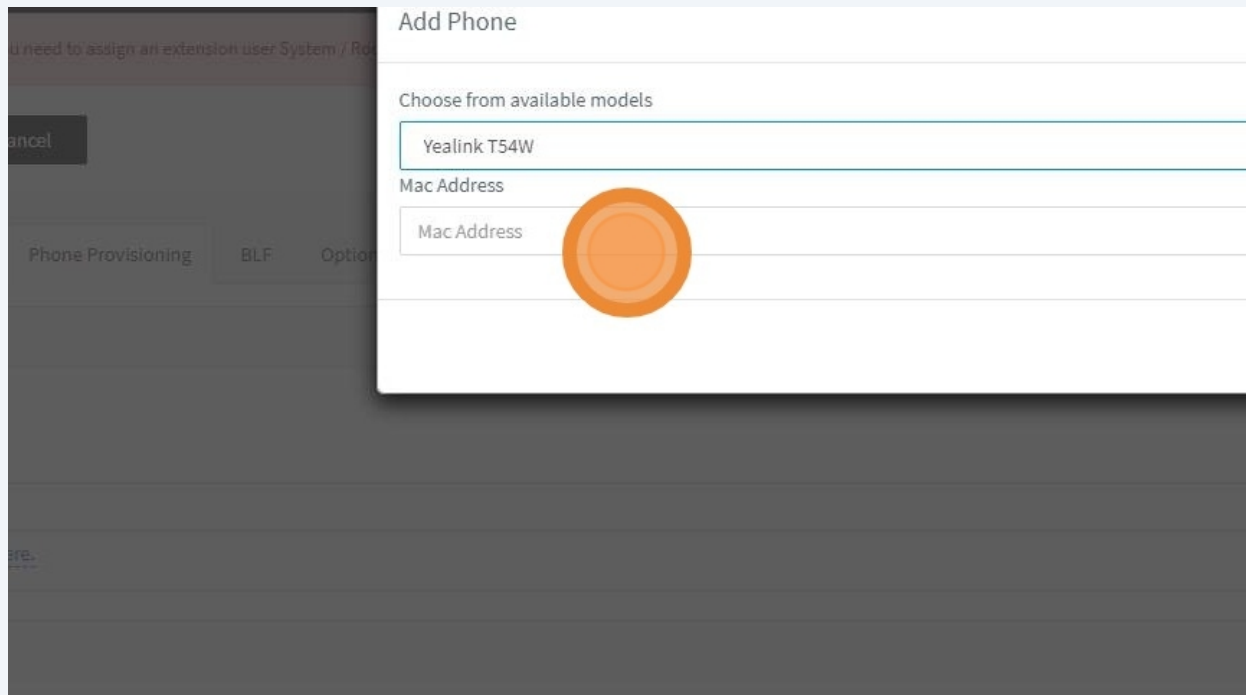
Fanvil H2S

Mac Address

Mac Address

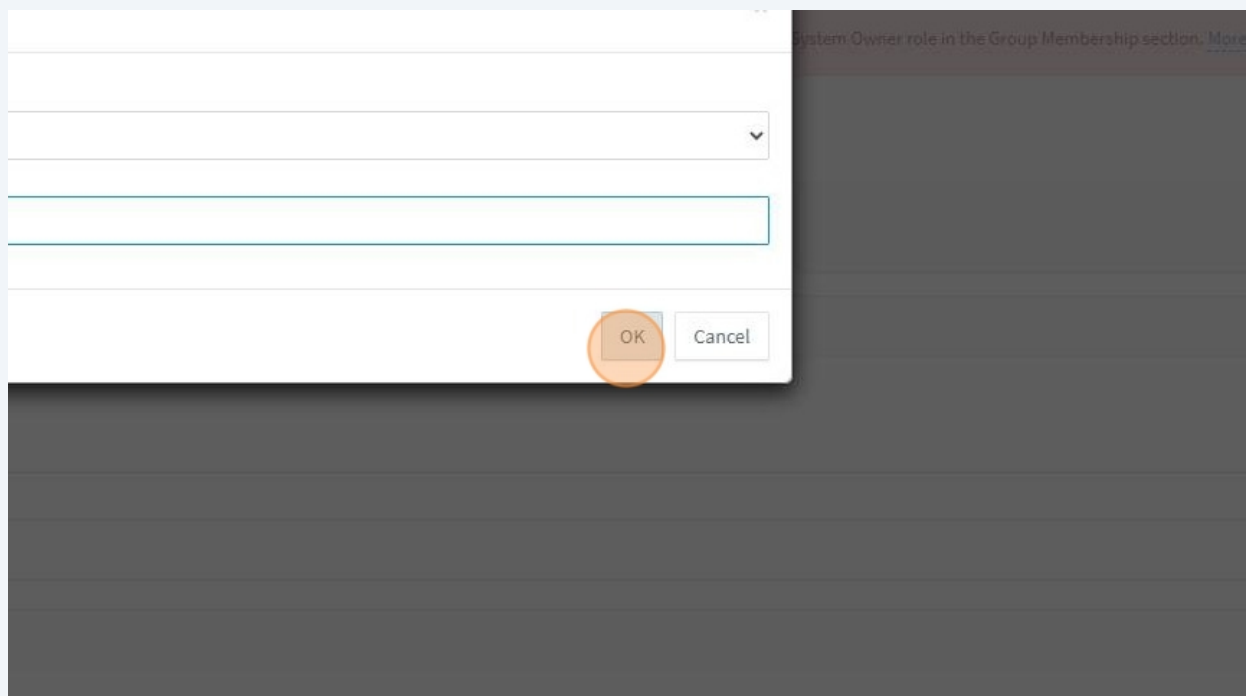
phone click [here](#).

## 6 Enter the MAC address



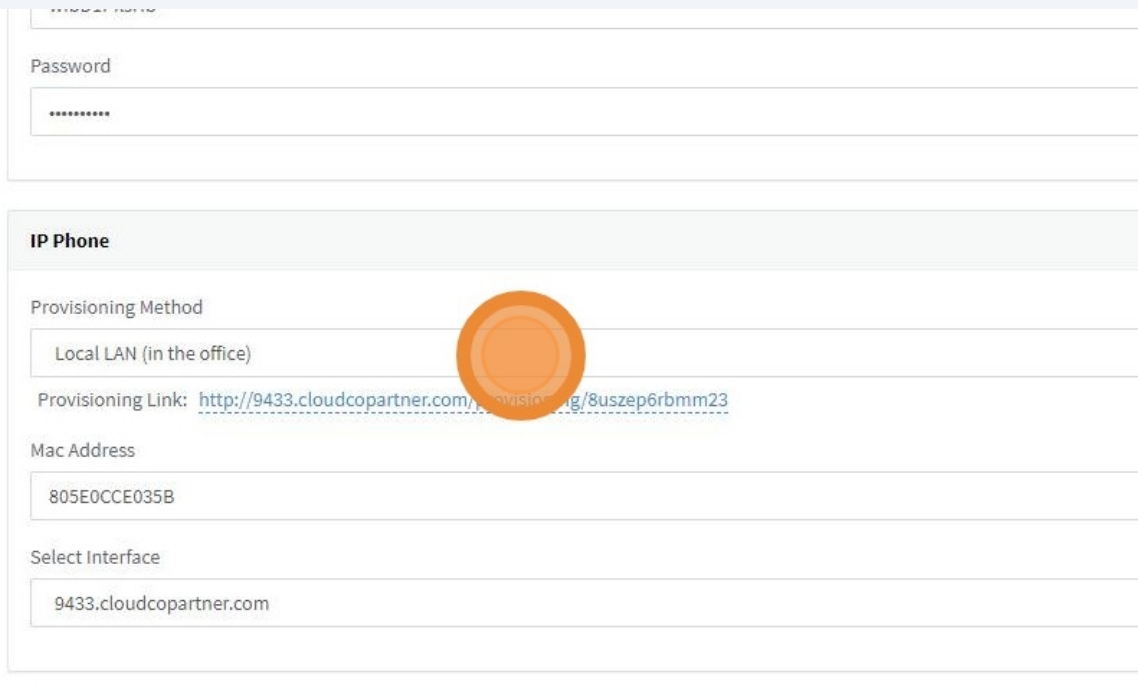
The screenshot shows a web interface with a modal dialog titled "Add Phone". The dialog has a section "Choose from available models" with a dropdown menu showing "Yealink T54W". Below this is a "Mac Address" label followed by an input field. An orange circle highlights the "Mac Address" input field. The background shows a sidebar with "Phone Provisioning", "BLF", and "Options" tabs, and a main content area with a "Cancel" button.

## 7 Click ok



The screenshot shows the same "Add Phone" dialog box. The "Mac Address" input field is now filled with text. An orange circle highlights the "OK" button at the bottom right of the dialog. The background shows the same web interface as in step 6.

## 8 Click on Provisioning Method



\*\*\*\*\*

Password

\*\*\*\*\*

**IP Phone**

Provisioning Method

Local LAN (in the office)

Provisioning Link: <http://9433.cloudcopartner.com/provisioning/8uszep6rbmm23>

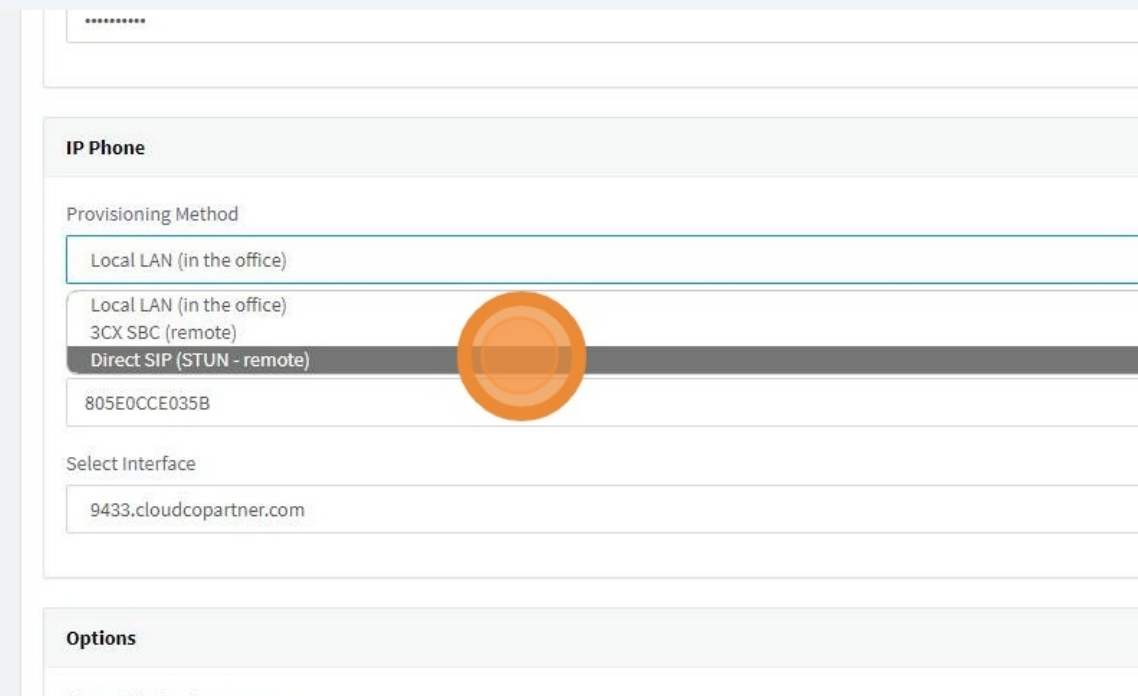
Mac Address

805E0CCE035B

Select Interface

9433.cloudcopartner.com

## 9 Select Direct SIP



\*\*\*\*\*

**IP Phone**

Provisioning Method

Local LAN (in the office)

Local LAN (in the office)

3CX SBC (remote)

**Direct SIP (STUN - remote)**

805E0CCE035B

Select Interface

9433.cloudcopartner.com

**Options**

\*\*\*\*\*

## 10 Copy the provisioning link

Password

\*\*\*\*\*

**IP Phone**

Provisioning Method

Direct SIP (STUN - remote)

Provisioning Link: <https://9433.cloudcopartner.com/provisioning/8uszep6rbmm23>

Mac Address

805E0CCE035B

Local SIP Port of Phone

5065

Local RTP Audio Ports Start

14000

## 11 Click OK

Dashboard

Users

Phones

SIP Trunks

Inbound Rules

Outbound Rules

Digital Receptionists

Ring Groups

Call Queues

Backup and Restore

Reporting

Security

105 Cally Bailey

OK Cancel

General Voicemail Forwarding Rules Phone Provisioning BLF Options Rights

**Phone Provisioning**

+ Add

Your phones

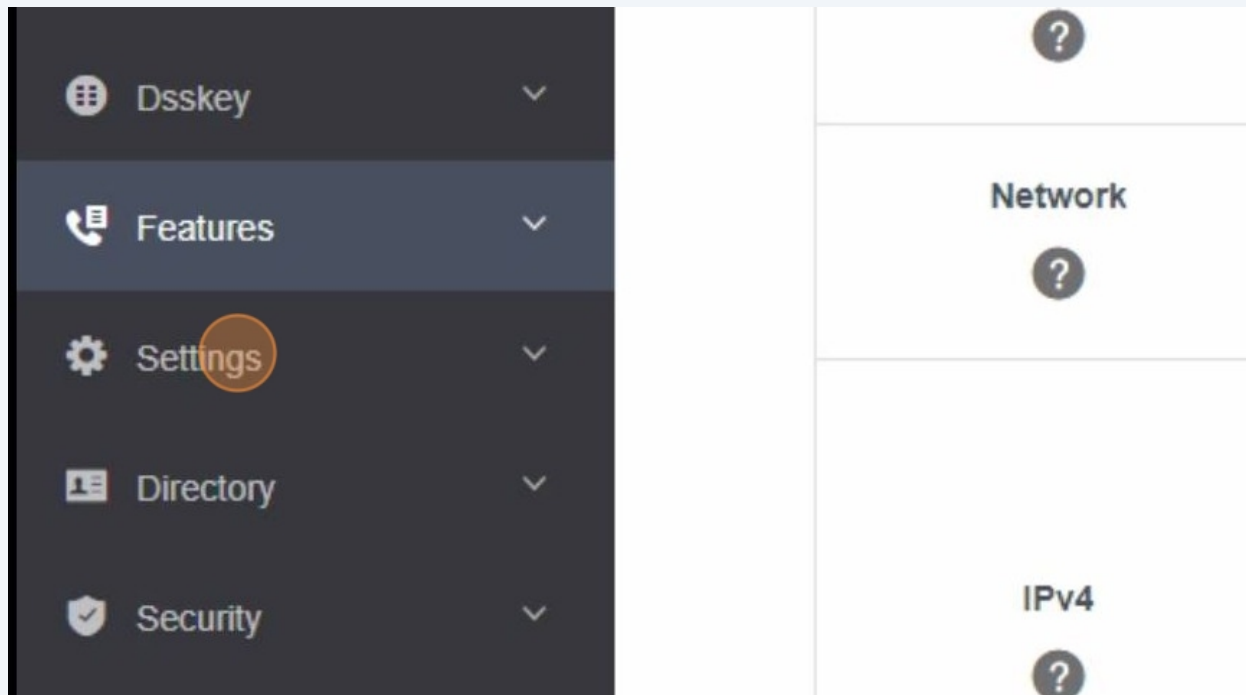
Yealink T54W

For info on how to provision this phone click [here](#).

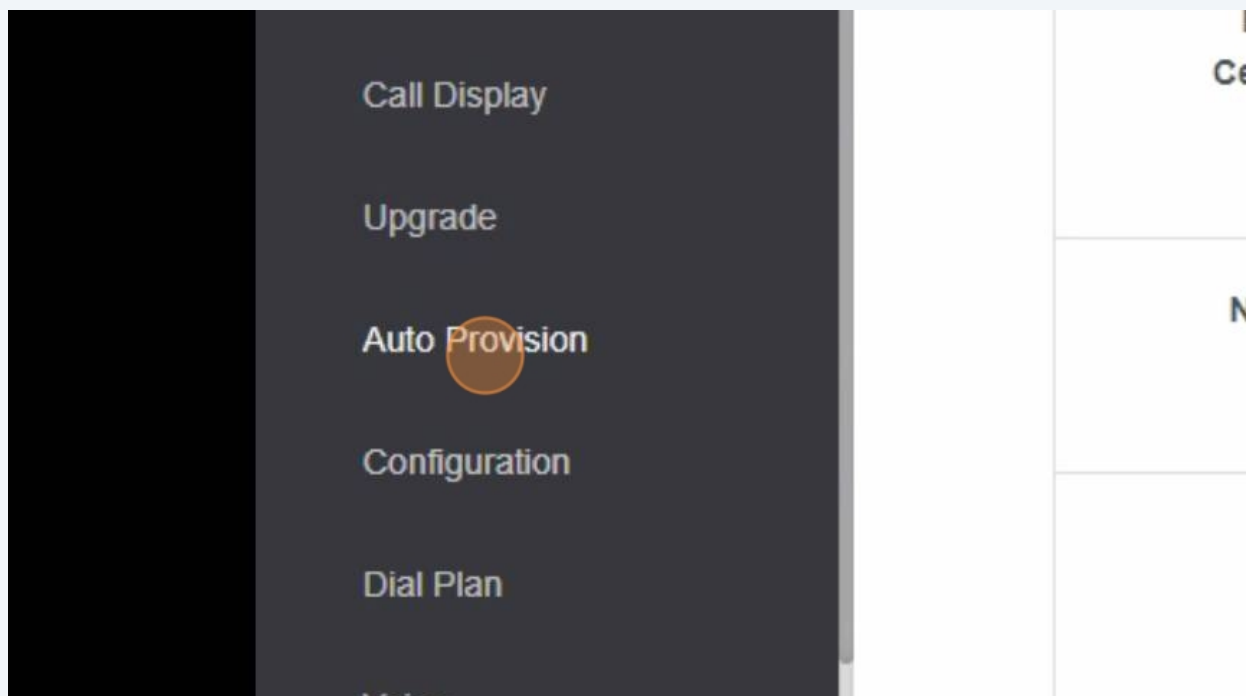
**Authentication**

Authentication details used by phones & apps. Reprovision after a change

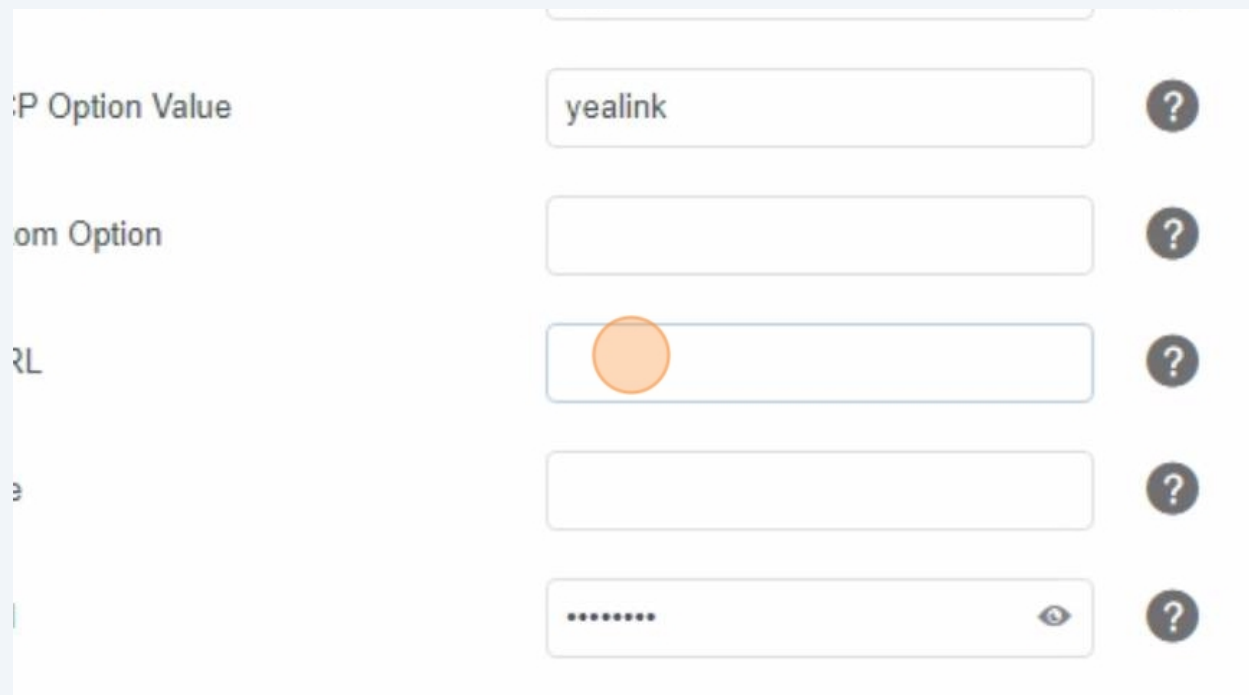
12 Log into the phones admin interface



13 Click Settings then Auto Provision



**14** Past the provisioning link



A screenshot of a provisioning form with five input fields. The first field is labeled "P Option Value" and contains the text "yealink". The second field is labeled "om Option". The third field is labeled "RL" and has an orange circle highlighting its left side. The fourth field is empty. The fifth field contains seven dots and has an eye icon to its right. Each field has a question mark icon to its right.

P Option Value yealink ?

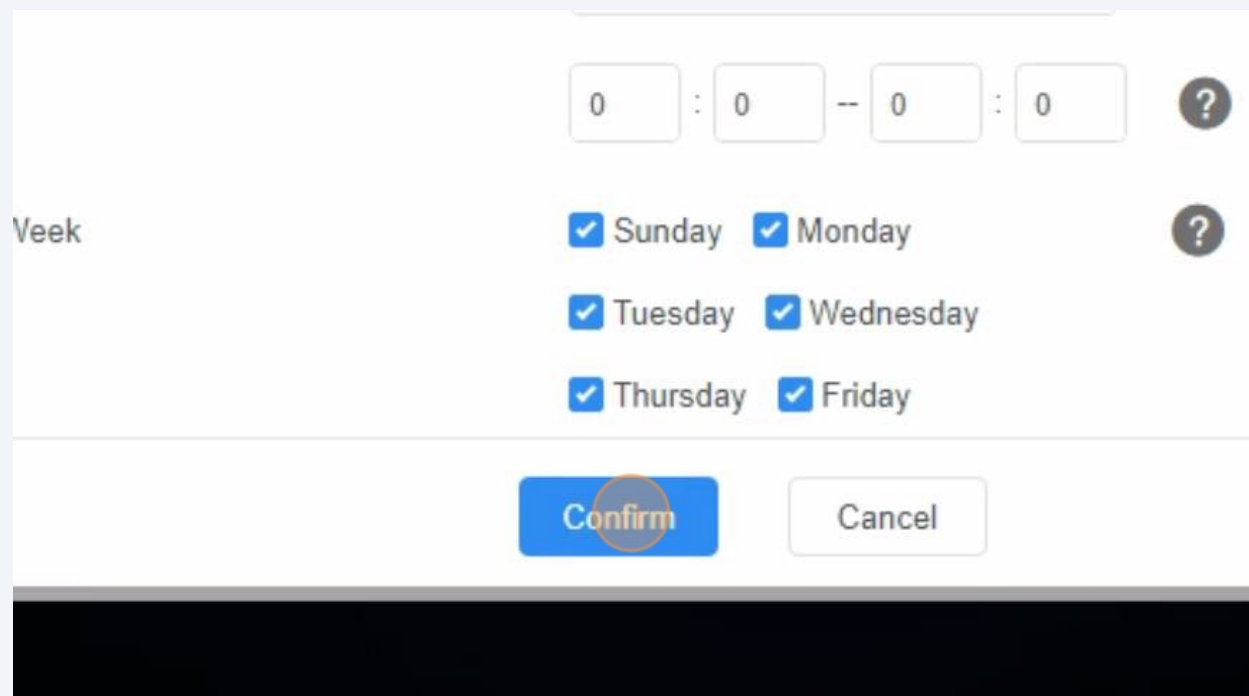
om Option ?

RL ?

?

..... ?

**15** Click Confirm



A screenshot of a confirmation dialog. At the top, there is a time range selector with four input boxes containing "0", "0", "0", and "0", separated by colons and a double hyphen. Below this is a "Week" section with checkboxes for Sunday, Monday, Tuesday, Wednesday, Thursday, and Friday, all of which are checked. At the bottom, there are two buttons: "Confirm" (highlighted with an orange circle) and "Cancel". A black bar is visible at the very bottom of the screen.

0 : 0 -- 0 : 0 ?

Week

☒ Sunday ☒ Monday ?

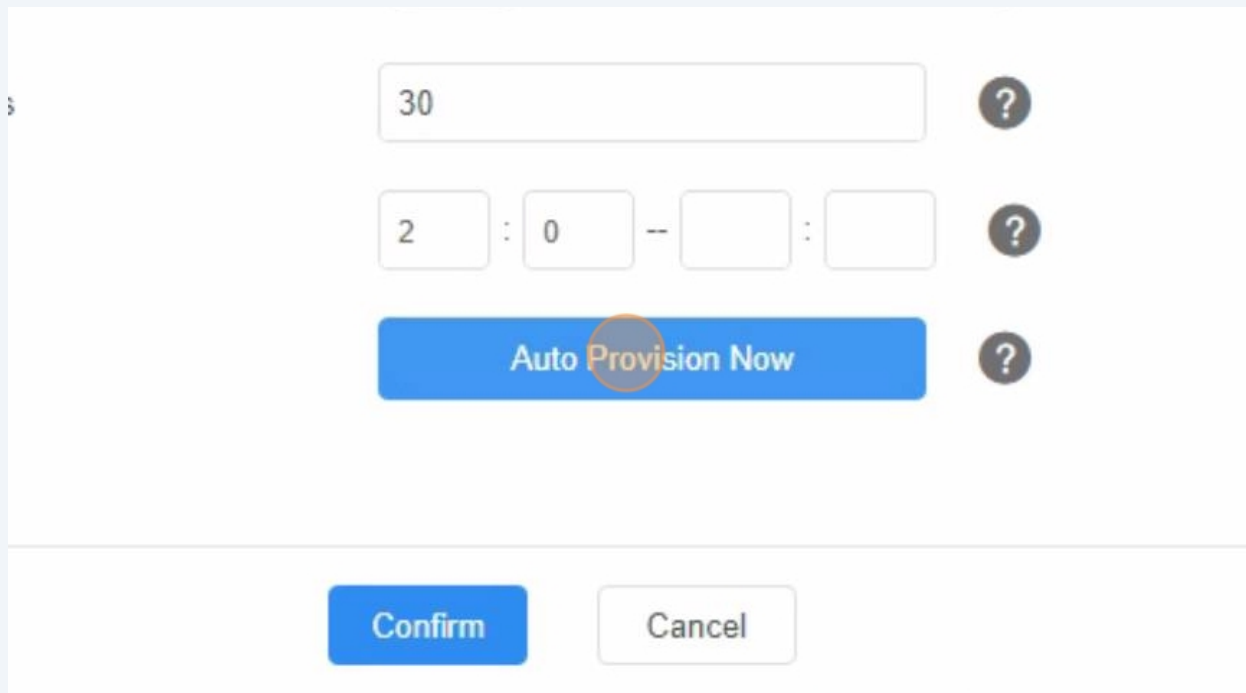
☒ Tuesday ☒ Wednesday

☒ Thursday ☒ Friday

Confirm Cancel

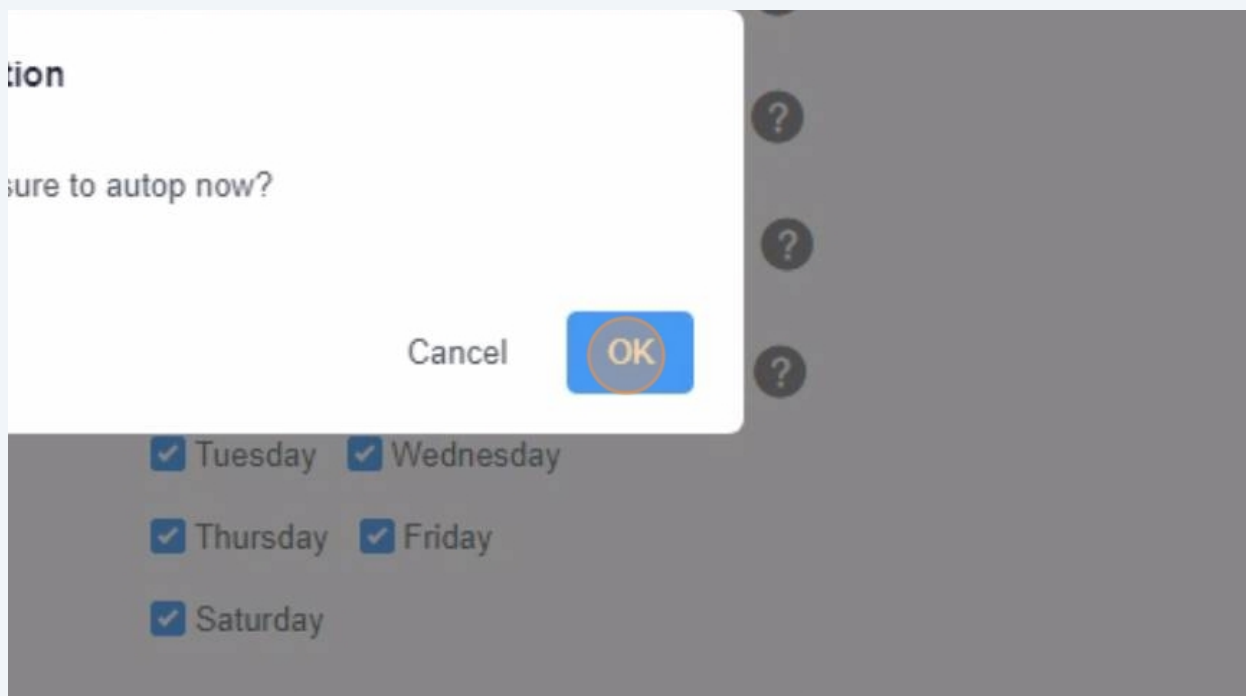


**16** Click Auto Provision Now



A configuration window with a light gray background. At the top, there is a text input field containing the number '30' and a circular help icon with a question mark. Below this, there is a time range selector with four input fields: the first contains '2', the second contains '0', the third is empty, and the fourth is empty, separated by colons and a hyphen. To the right of the time range is another circular help icon with a question mark. Below the time range is a blue button labeled 'Auto Provision Now' with a circular callout highlighting the word 'Provision'. To the right of the button is a third circular help icon with a question mark. At the bottom of the window are two buttons: a blue 'Confirm' button and a white 'Cancel' button with a gray border.

**17** Click ok



A confirmation dialog box with a white background and a gray border. The text inside reads 'Are you sure to autop now?'. Below the text are two buttons: a white 'Cancel' button and a blue 'OK' button with a circular callout highlighting the text 'OK'. The dialog box is overlaid on a dark gray background that shows a list of days with checkboxes: Tuesday, Wednesday, Thursday, Friday, and Saturday, all of which are checked.