Transfer calls directly to voicemail:

1. When on a phone call, press **Blind Transfer** soft-key.

2. Dial **** + <extension number** > press **OK** softkey > press **Send**

3. The caller will then be sent directly to that extension's voicemail.

Alternatively, you can set up Voicemail Speed Dials in your Control Panel:

1. Log in to Univerge Blue portal and go to main menu
2. Devices > select phone
3. Go to **Line Keys**
4. Set up line key options as example below

Set line key #4   ✕

Choose the desired function of the key below.

Action	Speed Dial ▼
	Provides one-button access to another location within your organization or an external phone number.
Object	User's Voicemail ▼
User	Jonathan Villanueva ✕
Display on phone ⑦	Jonathan Vil

Save changes

After the line keys are configured, the process of transfer will look like this:

1. When on a phone call, press the **Blind Transfer** soft-key, as was described above.
2. Press designated line key and complete the transfer
3. The caller will then be sent directly to user's voicemail.