

## COURSE DESCRIPTION

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**Course Name: Mitel Networks 3300 System Administration**

### Course description:

This is a hands-on entry level course, suitable for those who need to manage the MN3300 on a day-to-day basis and be responsible for corporate changes to the telephone system.

### Training Technique:

Instructor led

### Course Content:

After attending the course you will be able to use, configure and manage the following features and understand their application and benefits.

- ▶ Change the date and time displayed on devices connected to the Mitel Networks 3300 ICP
- ▶ Add, modify and delete entries in the telephone directory
- ▶ Manage hunt groups and pick-up groups
- ▶ Add new extensions (including IP devices)
- ▶ Manage the embedded voicemail
- ▶ Set up and change class of service definitions
- ▶ Manage personal speed calls
- ▶ Add, modify, and delete system speed calls
- ▶ Perform Multiline set programming for Manager/secretary
- ▶ Work with feature access codes

### Who should attend:

System Administrators

### Pre-requisites:

- ▶ Familiarity of a Windows environment would be beneficial

### Cost:

On application

**Duration: 2 days**

**Location: Onsite**

### Booking information:

To request a booking form and course availability telephone the Customer Training Department on 01403 244446 or email [clienttraining.uk@damovo.com](mailto:clienttraining.uk@damovo.com).