



## Polycom | Polycom Web Configuration Utility

For Mac users, the Polycom Web Config is the easiest way to log into your physical phone. In order to navigate to this page, enter the IP address of your phone into the address bar on your web browser. (See next page to locate IP).

This page can be bookmarked for easy access in the future, if it is not already.

Welcome to Polycom Web Configuration Utility

**Enter Login Information**

Login As  Admin  User

Password

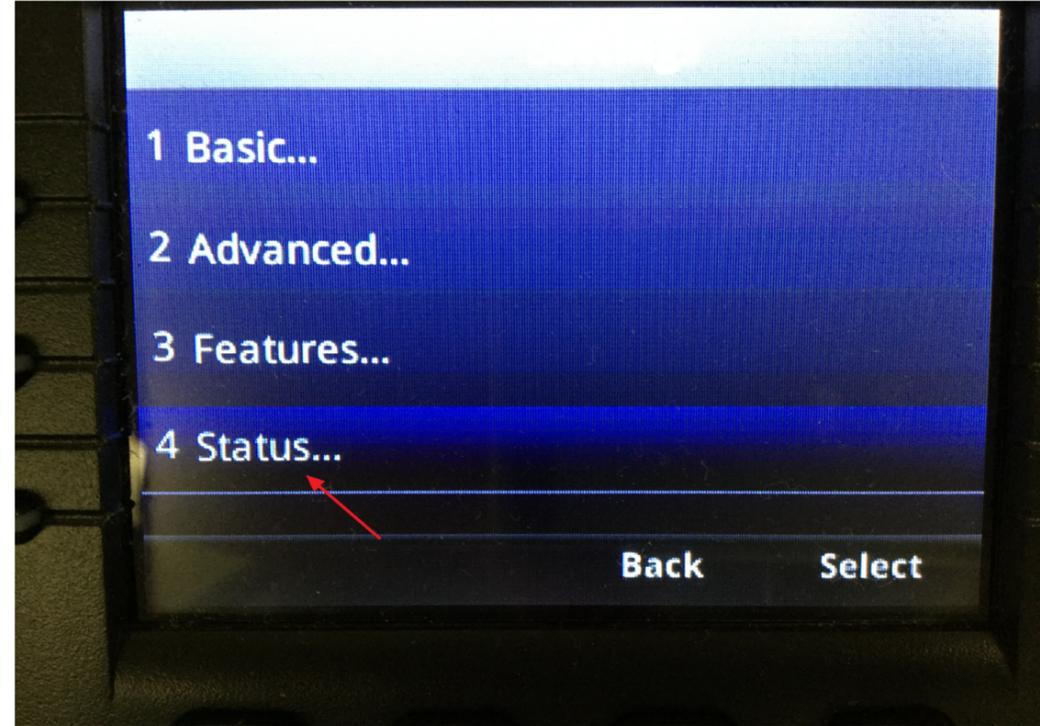
The password for this page is not the same as the password to log into your phone. If you cannot remember the password corresponding to this page, please call ITSS.



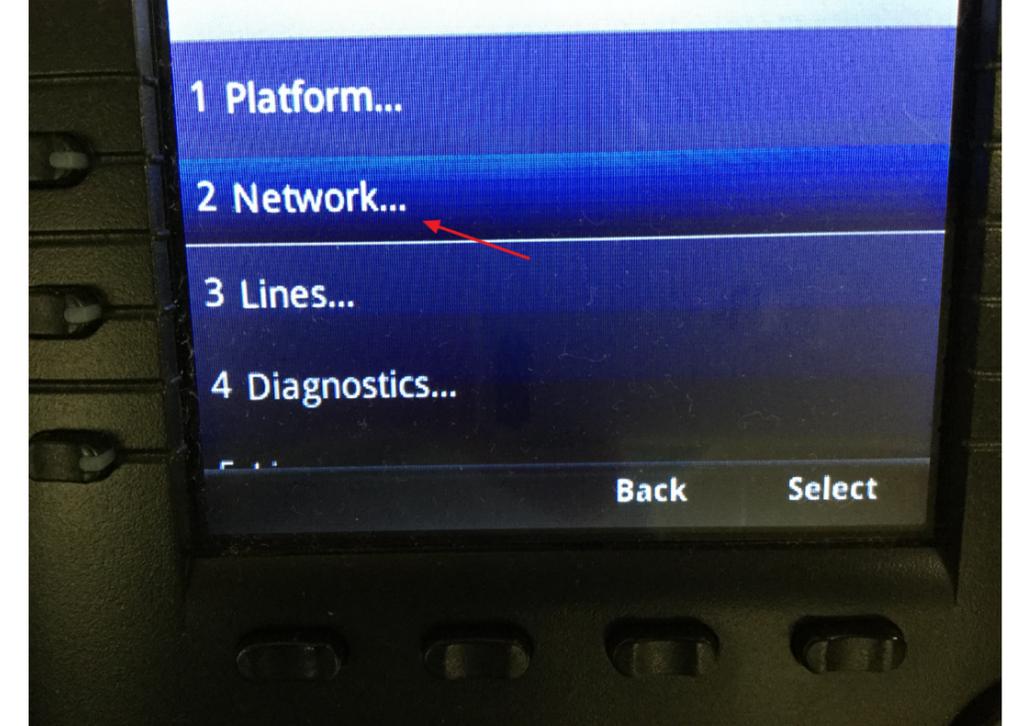
### Locating Your Phone IP Address



Settings



Status

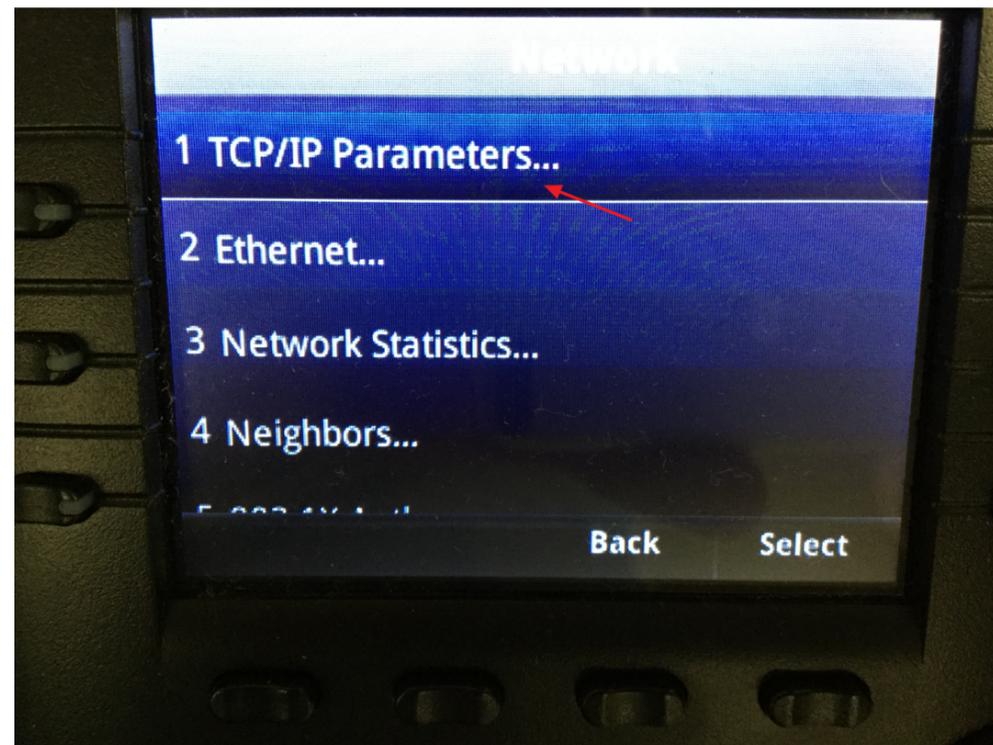


Network

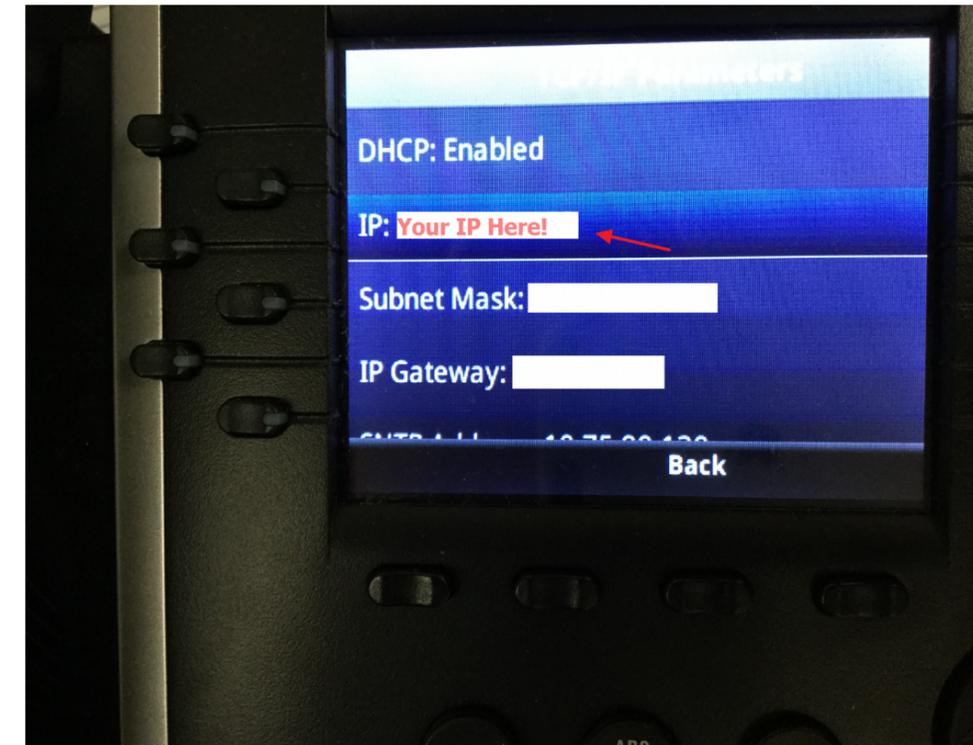
Note: Press the Home Button on your polycom phone to bring up the menu above.



Home Button



TCP/IP Parameters



IP



The screenshot shows the Polycom VVX 310 web interface. At the top left, the Polycom logo and 'VVX 310' are displayed. Below this is a navigation bar with 'Home', 'Simple Setup', 'Preferences', 'Settings', 'Diagnostics', and 'Utilities'. The 'Settings' menu is expanded, showing options like 'Microbrowser', 'Logging', 'Applications', 'Audio Codec Priority', 'Audio Codec Profiles', 'Provisioning Server', 'Syslog', 'Network', 'SIP', 'Lines', 'Power Saving', 'Change Password', 'Phone Lock', and 'Lync SignIn'. A red arrow labeled '1' points to the 'Settings' menu, and another red arrow labeled '2' points to the 'Lync SignIn' option. A text box states: 'Once logged in, locate the 'Settings' drop down menu.' Another text box states: 'The option of interest--'Lync SignIn'--loafs around at the bottom of the menu.' On the right side, there is a sidebar with sections for 'Description', 'Field Help', and 'Configured Source Values'. The 'Lync SignIn' option is highlighted in blue.



You are here: Settings > Lync SignIn



VIEWES

- Microbrowser
- Applications
- Audio Codec Priority
- Lines
- Power Saving
- Change Password
- Lync SignIn**

### Lync SignIn

Use User Credentials  Enable  Disable **1**

Authentication Type **User Credentials** **1**

Sign-in Address

Domain

User **2**

Password

Extension

PIN

**Sign In**

Set the 'Authentication Type' to 'User Credentials.' Then, write in your full PUC email address into both the 'Sign-in Address' and the 'User' boxes. The password for this page is identical to the one used for accessing your webmail account.

▼ Description

Lync Sign In page

► Field Help

► Configured Source Values