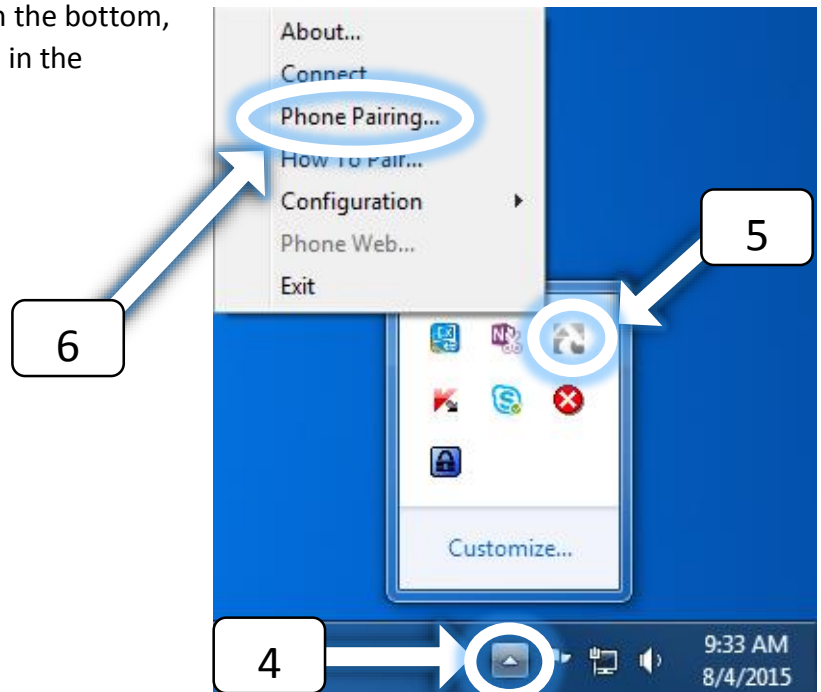Below are the steps to pair your computer with your AudioCodes 420HD desk phone. You may need to re-pair your phone due to your computer being replaced or re-imaged. These steps are necessary in order to use the advanced functions that are available when the computer and phone are paired.
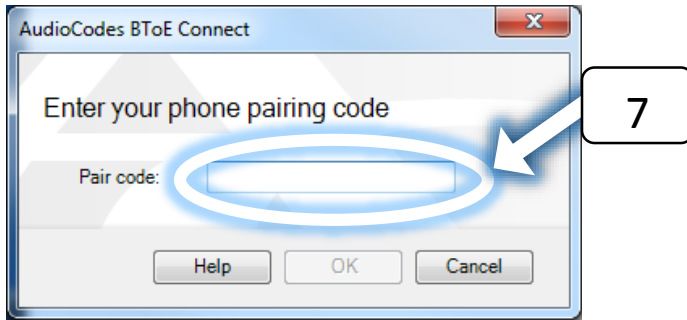
1. On your phone, select the **MENU** button.
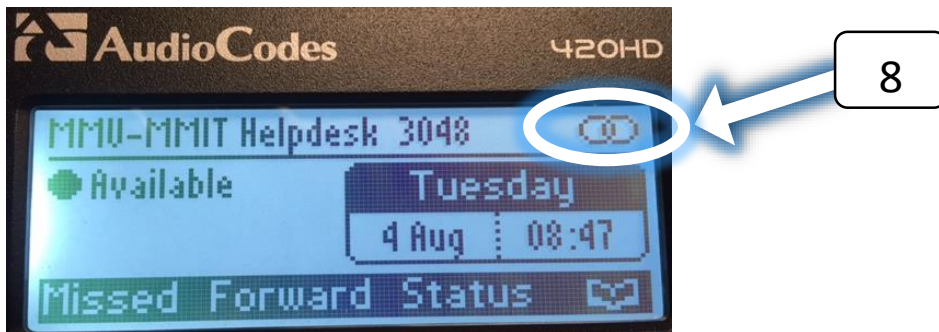2. Select the **BToE** softkey.

3. A pairing code will be displayed; you will need this code in the following steps.
4. On your computer, select the arrow icon on the bottom, right-hand corner to show the hidden icons in the system tray.
5. Select the AudioCodes icon.
6. Select **Phone Pairing**.

7. Enter the Pairing Code that is displayed on your phone and select **OK**. Please note that this code is case-sensitive.

8. Press the **MENU** button on your phone to return to the main screen. Your phone will now be paired with your computer. You can confirm that your phone is paired by looking for the below icon on the top, right-hand side of your phone's display.

If you have any questions or need any additional assistance with pairing your phone, please contact the IT Help Desk at 414-930-3048 (x3048 on campus) or mmu-helpdesk@mtmary.edu.