



## **Polycom VVX 400 Series Training – Large Directory**

Fuze Training Department

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## Overview and Limitations

The Large Directory allows a user to view and dial contacts that exist in a Handset Directory which is too large to be held locally on the phone

- A second **Directory** soft key will be added to the phone when enabled
- Contacts within the Large Directory can only be searched and will not be available to view in a list form
- It does not replace the phone's Handset Directory
- The Large Directory will not include personal contacts, which only appear locally on the phone



Speed dials, buddy watches, and other functions that use the Handset Directory will continue to do so even if Large Directory is enabled

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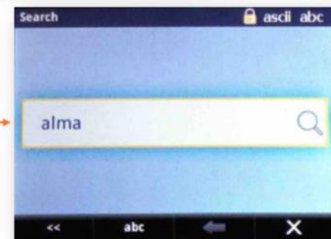


If a Handset Directory contains too many entries, Polycom handsets may have trouble displaying the directory. Polycom recommends that no more than 100 contacts exist in a single handset directory. While there are usually no issues when surpassing that number, problems often arise as the number of entries reaches 500 contacts or more. The Large Directory adds a new way to view a phone's assigned Handset Directory, but it does not replace the Handset Directory in use by the phone. A user can still access their regular Handset Directory. If the handset's local directory storage is full (i.e. because the Handset Directory is too large), the user will be unable to add a new personal contact or speed dial. The Large Directory setting has no effect on this.

## Searching Within the Large Directory

To search for a contact:

- Press the **Directory** soft key to open the Large Directory search screen
- Enter a name using the keypad and press the select key on the phone's navigation keys
  - Search results will then be displayed on the screen



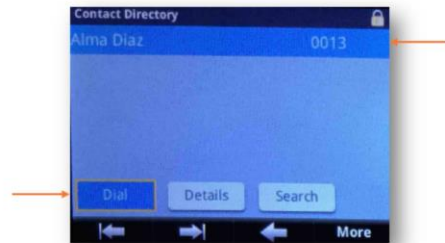
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## Dialing From the Large Directory

To call a contact from the search results:

- Highlight the contact using the navigation keys
- Highlight the **Dial** option
- Press the select key to dial the contact





**Thank You!**