Forward phone to cell using keypad on Desk Phone for Shoretel 230 and 560.

1. Press the Mode button, scroll down to Custom, press OK

2. Press the Options button and enter your voice message password followed by the # sign or press the OK button

3. The Call Handling option should be highlighted in blue or there is a > next to it, press the Edit button. It is going to take you back to the Call Handling mode options, Custom should be highlighted or the > will be next to it, Press the Edit button once more.

4. CallFwd Dest:, there should be a four digit number in that field, press the Backspace button to clear it and enter 1 the area code and phone number of your cell.

5. Your desk phone will ring but it will ring your cell phone also.