Answering an Incoming Call

1. When your CapTel phone rings, the display will light up to alert you to an incoming call.

   **NOTE:** If you have Caller ID service, you will see the name and/or the phone number of the person calling.

2. Press the **CAPTIONS** button to turn captions on (red light on).

3. Pick up the handset, and answer the call as you normally would.

4. Listen or watch the signal meter for a response. Watch the display screen for captions.

**TIP:** If you answer on an extension telephone and want to get captions, just pick up the CapTel handset, press any of the number keys, and press the **CAPTIONS** button to turn on the captions. Your CapTel phone will connect to the Captioning Service, and you will be able to view captions of the call on the CapTel display screen.

**NOTE:** Remember to also press the **CAPTIONS** button when you are using Speed Dial buttons or dialing a number through the CapTel Phone Book.