

# Understanding the Cisco IP Phone Models 7960 and 7940

The Cisco IP Phone models 7960 and 7940 are full-featured, multiline telephones that provide voice communication over an IP network. These phones function as managerial-level office telephones, replacing traditional analog telephones in an IP telephony network.

The Cisco IP Phone model 7960 and 7940 differ only in the number of available line or speed dial buttons. The Cisco IP Phone 7940 has two lines, and the 7960 has six lines.

The main components of both models are illustrated in and [Figure 1-1](#) and [Figure 1-2](#), and defined in the table that follows.










**Figure 1-1 Cisco IP Phone 7960**



Figure 1-2 Cisco IP Phone 7940



1	Handset with indicator light	Functions like a traditional handset. The light strip at the top of the handset blinks when the phone rings and remains lit to indicate a new voice mail message.
2	LCD screen	Displays features such as the time, date, phone number, caller ID, line/call status and soft key tabs.
3	Cisco IP Phone model type	Indicates Cisco IP Phone model.
4	Line or speed dial button	Opens a new line, speed dials the number on the LCD screen, or ends a call. The Cisco IP Phone 7960 has six line or speed dial buttons and the 7940 has two.
5	Footstand adjustment	Allows you to adjust the angle of the phone base.
6	Directories button	Provides access to call histories and directories.

7	<i>i</i> button 	Displays help on LCD screen for a phone button or function.
8	Settings button 	Provides access to phone settings such as contrast and ring sound, network configuration, and status information.
9	Speaker button 	Toggles the speaker on or off.
10	Mute button 	Toggles the mute on or off.
11	Headset button 	Toggles the headset on or off.
12	Volume button 	Increases or decreases volume for the handset, headset, or speakerphone (depending upon which is currently active). Also controls the ringer volume (if on-hook), and the LCD contrast.
13	Services button 	Provides access to phone services (if available).
14	Messages button 	Provides access to a message system (if available).
15	Navigation button 	Enables you to scroll through text and select features displayed on the LCD screen.
16	Dial pad	Works exactly like the dial pad on a traditional telephone.
17	Soft keys	Enable you to engage any of the functions displayed on the corresponding LCD tabs. Soft keys point to feature options displayed along the bottom of the LCD screen. Soft keys change depending on the status of the phone.