

Overhead Paging for the Cisco SPA122 ATA

Quick Activation and Installation Guide

Welcome to Overhead Paging Service with 8x8 Virtual Office

Getting your Overhead Paging Service up and running on your Cisco SPA122 Analog Terminal Adaptor takes just a few minutes.

Activating Your Cisco ATA

You will need the MAC address located on the bottom of the device to enter into the 8x8 Account Manager. Follow these instructions:

1. Go to www.8x8.com, click **Sign In** and select **Account Manager**.
2. Enter your administrator **username** and **password**.
3. Click **Phone System** from the top navigation bar and select **Overhead Paging** from the left-hand menu.
4. Click **Configure** in the **Overhead Paging** table next to the extensions you want to activate. A pop-up will appear.
5. Enter the **MAC ID** found on the bottom of your Cisco SPA122 ATA underneath the bar code. Next, enter the 1 to 6 digit password you will dial on your phone prior to each page (for security). Then click on **Configure**.
6. Connect your ATA to a power source and a router or modem with an Internet connection.
7. Make sure your overhead paging system is connected to the **Phone 1** plug on the Cisco ATA.
8. Follow the instructions on page 2 to install your ATA.

Assistance

If you would prefer to set up your service over the phone at no extra charge:

Call 1.866.208.9369 to schedule an appointment.

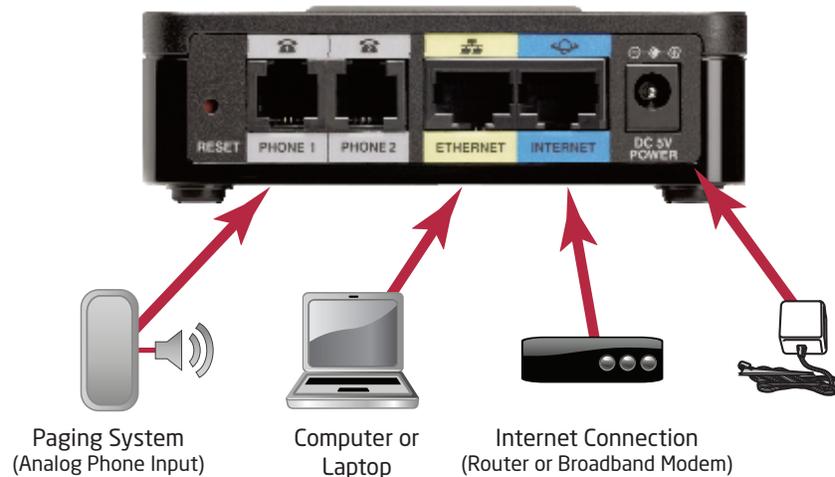


QUICK INSTALL GUIDE

Overhead Paging for the Cisco SPA122 ATA

Installing your Cisco SPA122 ATA

- Connect your overhead paging system to the **Phone 1** port on the back of your Cisco SPA122 ATA.
- Disconnect the power adapter on your Cisco ATA and reconnect it after a few seconds.
- You are now ready to dial the extension number from any phone on your 8x8 phone system to broadcast a page.
 - The paging password will be required to use the paging feature. This is the same password you entered when activating your Cisco SPA122 for paging. To reset the password, return to the Overhead Paging section of the 8x8 Account Manager.



NOTE: If you do not have a router, you can connect your Cisco SPA122 ATA directly into a broadband modem. Please refer to the Cisco SPA122 ATA Quick Start Guide at <http://www.8x8.com/Support/BusinessSupport/Documentation.aspx> on how to configure this.



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