

# Cisco SPA122 ATA Installation Guide

For analog phone or fax extensions

## Activating Your Cisco ATA

You will need your activation code to activate your Cisco ATA. The activation code was sent via email. You can also retrieve it in the 8x8 Account Manager by following these instructions:

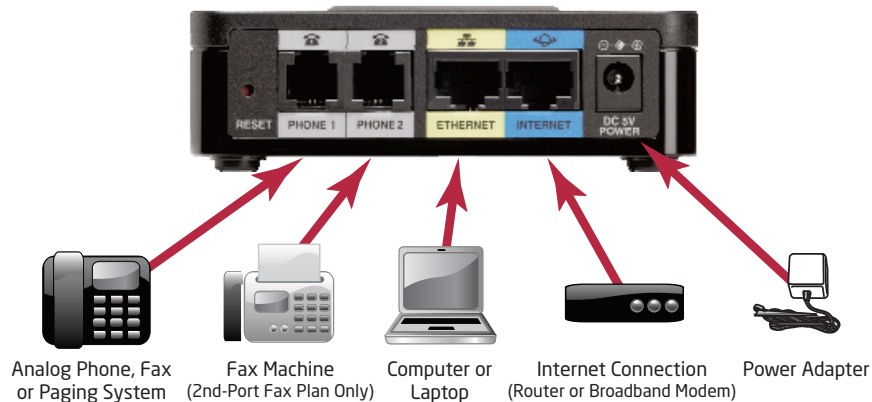
1. Go to [www.8x8.com](http://www.8x8.com), click **Sign In** and select **Account Manager**; enter your administrator username and password.
2. Click **Phone System** from the top navigation bar, select **View All Extensions**, then click **Activate Device** next to the extension you wish to activate.
3. A pop-up screen displays the activation code for the extension.

**Note:** If you are activating an Overhead Paging system, follow the special instructions provided in the pop-up screen.

4. To activate your device for voice or fax service, connect an analog phone (or fax machine with phone) to the **Phone 1** port on the Cisco ATA. Lift the handset and follow the voice instructions to enter the activation code. You will hear a message confirming your ATA is activated.

## Installing your Cisco SPA122 ATA

Connect your device using the ports on the back panel. You will need either an analog phone or a fax machine with an analog phone to activate your device using the **Phone 1** port.



- Use the PHONE 1 port to connect an analog phone, analog overhead pager or fax machine with an RJ-11 telephone cable. (If you purchased a 2nd-Port Fax Plan, connect that fax to the PHONE 2 port.)
- The **ETHERNET** port connects to an individual network device, such as a PC or a laptop.
- The **INTERNET** port connects to your router or if you have no router, directly to your cable or DSL broadband modem.

**Note:** If you connect directly to a broadband modem, you must first configure your Cisco ATA to act as a router. Please see the [Using your Cisco ATA as a Router](#) section.




- The **Power** port is where you connect your AC power adapter.



**For further assistance on activating your Cisco SPA122 ATA, contact 8x8 Customer Support on 1.888.898.8733**

## Indicator Lights

The status of your adapter can be determined by looking at the indicator lights on the side panel.

Icons	Light Description
 <b>PHONE 1 &amp; 2</b>	<p>Steady green—On hook.</p> <p>Slow flashing green—Off hook.</p> <p>Off—Port not ready.</p>
 <b>INTERNET</b>	<p>Flashing green—Transmitting or receiving data through the INTERNET (WAN) port.</p> <p>Off—No link.</p>
 <b>SYSTEM</b>	<p>Steady green—System ready, IP address acquired.</p> <p>Slow flashing green—Acquiring IP address. (By default, uses DHCP)</p> <p>Fast flashing green—Upgrading firmware.</p> <p>Off—No power or system can not boot up.</p>



## Making a Call for the First Time

### To dial outside, dial the number:

- Long Distance (1-555-555-5555)
- Local Calls (555-5555 or 1-555-555-5555)

### To dial internally, dial the extension number:

- 1001 (Extension)
- 555 (Voicemail)
- 444 (Auto Attendant)

## Using your Cisco ATA as a Router

**These instructions are only for use when you have no separate router, wireless router, or combination broadband modem/router already in your network. This is for advanced users only.**

If you do not have a router, you can connect your broadband modem directly into your Cisco ATA and then configure it to act as a router. Please follow the instructions below to configure it:

### Configure Cisco ATA as a Router

1. Determine the IP address of your Cisco ATA.
  - a. Plug in an analog phone to the **Phone 1** or **Phone 2** port.
  - b. Dial \*\*\*\* and you will hear the Cisco Configuration Menu.
  - c. Dial **110#** to obtain the IP address of your Cisco ATA.
2. Access the Cisco ATA web interface to your Cisco ATA.
  - a. Open a browser window on your PC or laptop.
  - b. Enter the IP address into your browser. Your default **Username** is "cisco" and your default **Password** is "cisco".
  - c. This should open up the configuration window. If you can't access the configuration window:
    - Recheck your IP address
    - If you have difficulty, plug your PC or laptop directly into the Ethernet port of the ATA and type in the IP address.
    - If you still have difficulty, go back to the IVR and dial \*\*\*\* from the phone connected to your ATA, then dial **7932#** and then dial **1** to turn on the web interface.

The screenshot displays the Cisco Phone Adapter Configuration Utility web interface. The top navigation bar includes the Cisco logo, the title "Phone Adapter Configuration Utility", and user information "cisco(User) Log Out About Help". Below the navigation bar, there are tabs for "Network Setup", "Voice", "Administration", and "Status". The "Network Setup" tab is active. On the left side, there is a sidebar menu with "Basic Setup", "Network Service", "Internet Settings" (highlighted), and "Advanced Settings". The main content area is titled "Internet Settings" and contains the following configuration options:

- Internet Connection Type**
  - Connection Type: Automatic Configuration - DHCP (dropdown menu)
  - MTU: Auto (dropdown menu) 0 (text input)
- Optional Settings**
  - Host Name: SPA122 (text input)
  - Domain Name: (text input)
  - Primary DNS: 0 . 0 . 0 . 0 (four text inputs)
  - Secondary DNS: 0 . 0 . 0 . 0 (four text inputs)

At the bottom of the configuration area, there are "Submit" and "Cancel" buttons. The footer of the page contains the copyright notice "© 2011 Cisco Systems, Inc. All Rights Reserved." and the model number "SPA122".

- 3. Under the **Network Setup** tab, under **Basic Setup**, select **Network Service**, then using the pull down menu select the item **NAT** to make the SPA122 operate as a basic router, then click the **Submit** button. Refer to the diagram below.

After changing the SPA122 to router mode, your network administrator can use this same interface to make additional router settings changes to configure the device to work with your Internet Service Provider (ISP) and broadband modem. Your ISP will provide those settings and configuration requirements.



- 4. Your ATA Internet port can be connected directly to a broadband modem and the Cisco SPA122 can be used as an ATA for your phone, and as a router for your PC or laptop when plugged directly into the Ethernet port of the ATA.
  - a. To return to the original settings, so your ATA device can be used with a router (rather than connected directly to a broadband modem), select **Bridge** from the Networking Service pull-down menu.



If you need detailed instructions on connecting your Cisco ATA as a router to your Internet Service Provider, please refer to the Cisco SPA122 Administrator Guide at <http://sims.8x8.com/GetDocument.aspx?docid=710739>. Please contact 8x8 Support if you or your IT manager require access to advanced settings not available under your login.



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