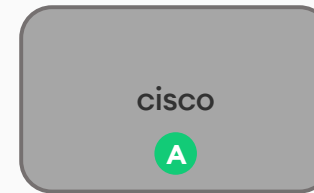


# IP Conference Phone (Cisco MPP 8832) – Set-up Instructions



## Contained in the box

(please note, cables may vary in colour)



Power over Ethernet  
(PoE) Adaptor



USB-C Cable



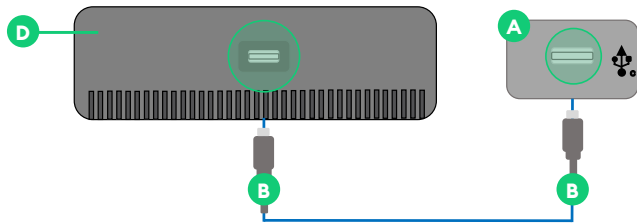
Network Cable  
(RJ45)



IP Conference Phone  
(Cisco MPP 8832)

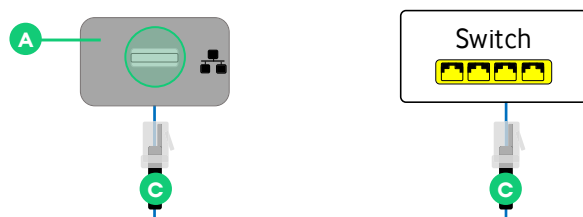
## 1 Connect IP Conference Phone to Power over Ethernet (PoE) adaptor

Take the conference phone **D** out of the box. Then take USB-C cable **B** and plug one end into the USB-C port at the top of the conference phone. Next, plug the other end of the USB-C cable into the USB-C port on the Power over Ethernet (PoE) adaptor **A**.



## 2 Connect IP Conference Phone to the internet

Take network cable **C** and plug it into the network port on the Power over Ethernet (PoE) adaptor **A** then plug the other end of the network cable into a spare PoE port on your switch. If your switch supports PoE, the conference phone will begin powering up.



## 3 Applying configuration

After a few moments, the phone will apply its configuration and finish powering up.

## 4 Ready to provision

The phone is ready to provision when you see the account setup screen. **Go to the next step** to retrieve your device username and password.

The screenshot shows a web interface titled "Profile account setup (HTTP)". It has two input fields: "Username" and "Password". Below the fields are two buttons: "Option" and "Sign in". There is also a back arrow icon at the bottom right.

## 5 Retrieve device username and password

(a - Admin only) You **must** go to the self-service portal:

<https://onenz.xport.co.nz>

(b) To log into the self-service Administration Portal (xPort) use the login details from your email.

(c) After logging into xPort, navigate to Service on top menu, select corresponding Group and locate the profile. Click the device link to retrieve device username and password.

## 6 Enter device username and password into the phone

Enter your device username and password retrieved from the self-service portal into the phone.

### Example format:

**Username:** 120000#00001 then press **Down**

**Password:** 11223344 then press the **Sign In** softkey button.\*

The phone will apply its configuration and power up once more.

\* If you enter your device details incorrectly or if a warning message displays as: "Verify your provisioning settings or contact your service provider", press **Cancel**.

If "Error with sign in credentials, contact your administrator" appears, press **OK**. This should return you to the account setup screen.

If you exit the account setup screen and can no longer sign in, restart the phone by unplugging the network cable. Allow several minutes.



## 7 Ready to use

Congratulations, your phone is now ready to use. You will see your username, phone number and menu options displayed on the screen.



For more info, guides & FAQs visit  
<https://one.nz/one-business-with-webex/help>  
or scan the QR code

