

# Hosted PBX by Golden West


## Editing Phones

To edit a phone associated with this user:

1. From the Phones tab, either:

- Click a name

OR

- Hover over a name, and then click the  icon at the far right of the page. For example:

Click a name or...

...click this icon

Registered	Name	Device Type	IP Address	MAC Address	Line	
X	1005b	Panasonic_KX-UTG300B/03.137	66.185.162.140:5060	0800220486115120	3	 
X	1005a	Polycom WX 600 Test		0800220486115118	1	 

Either step displays the Edit Phone pop-up window.

### Edit Phone

Phone Name

**Note: Phone Name cannot be changed**

Record Calls

Model

Preferred Server

MAC Address

Line Number

The line number on which this phone will reside.

2. Change the phone settings, as appropriate.
3. Click Save.