

# Setting up Avaya Workplace

## Introduction

Process details how to setup the Avaya Workplace application.

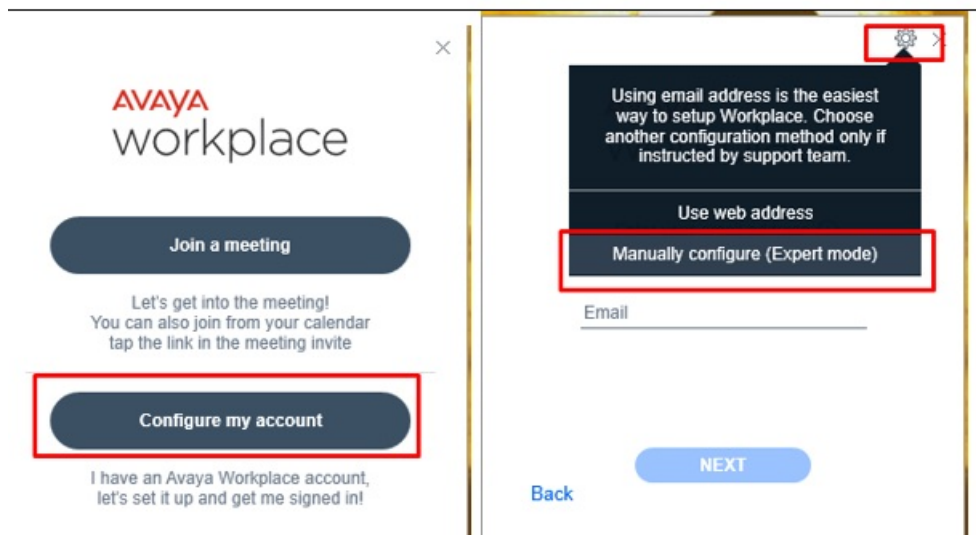
**Install Avaya Workplace:** download file from [here](#)

## Details

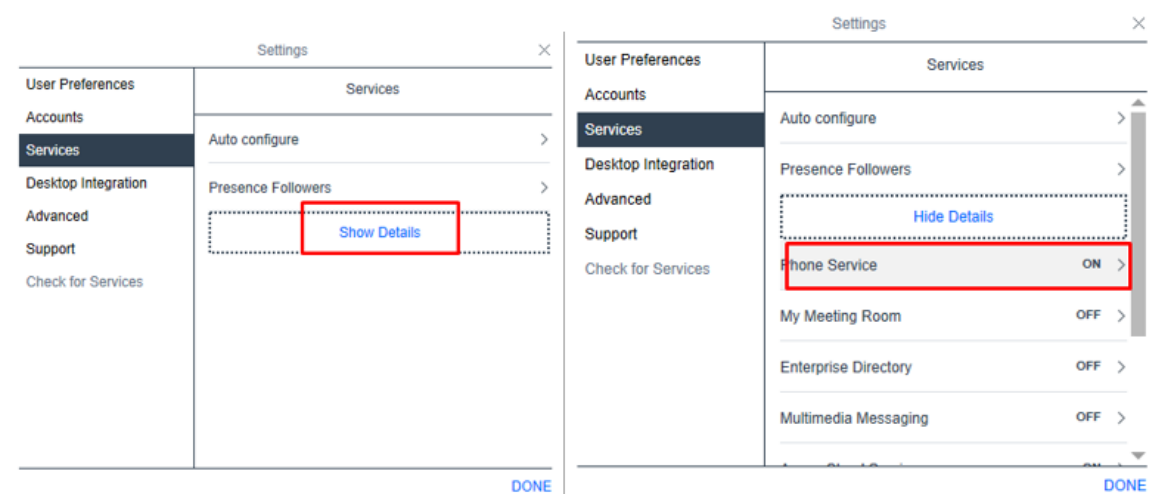
1. Log into your computer as usual.
2. Double click on the **Avaya Workplace** icon on the Desktop.



3. Select **Configure my account > Settings > Manually Configure (Expert Mode)**.

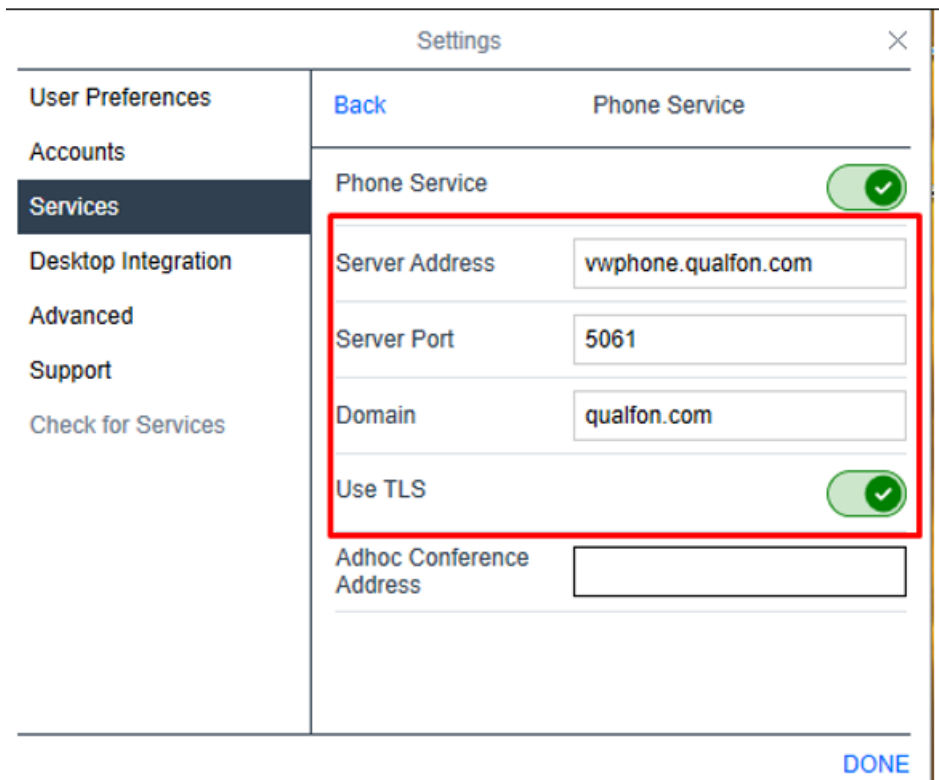


4. Select **Services**, then click on **Show Details**. Make sure **Phone Service** is turned **on**.

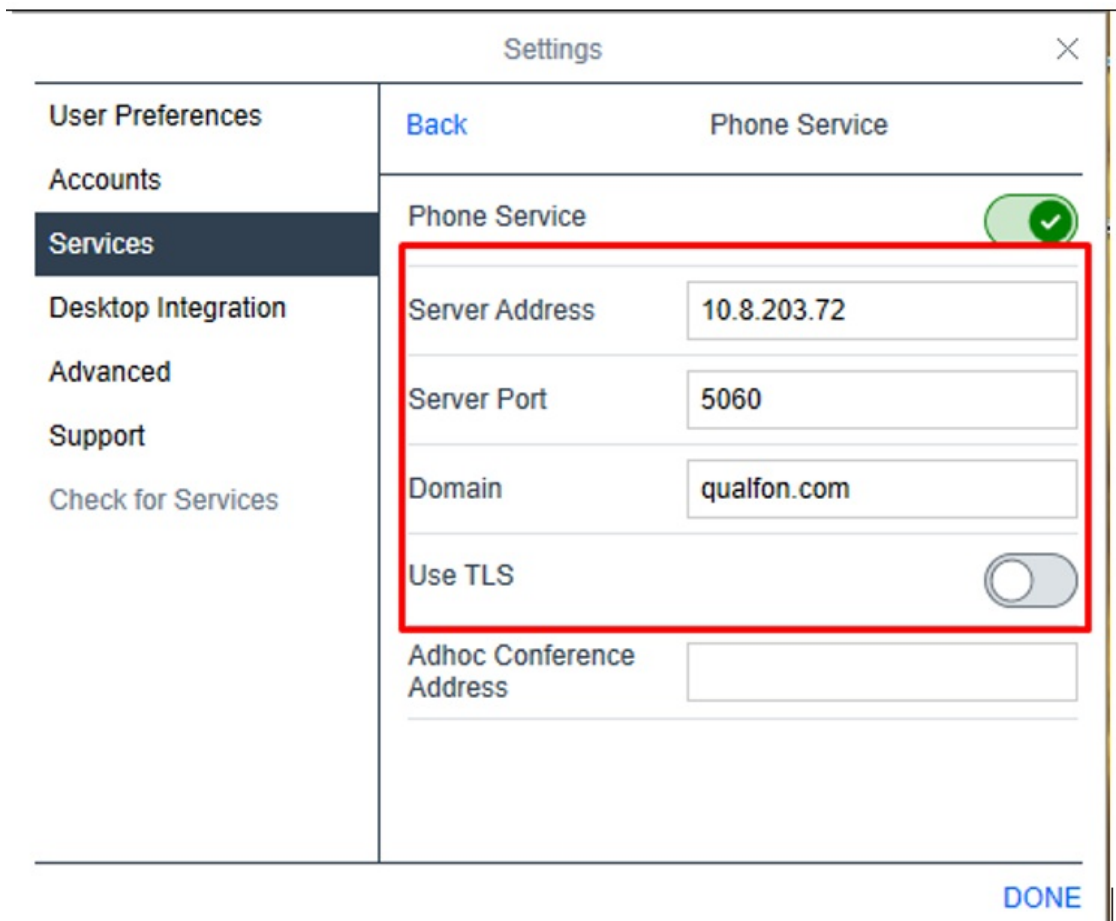


5. Add the following to **Server configuration** using an open Internet connection:

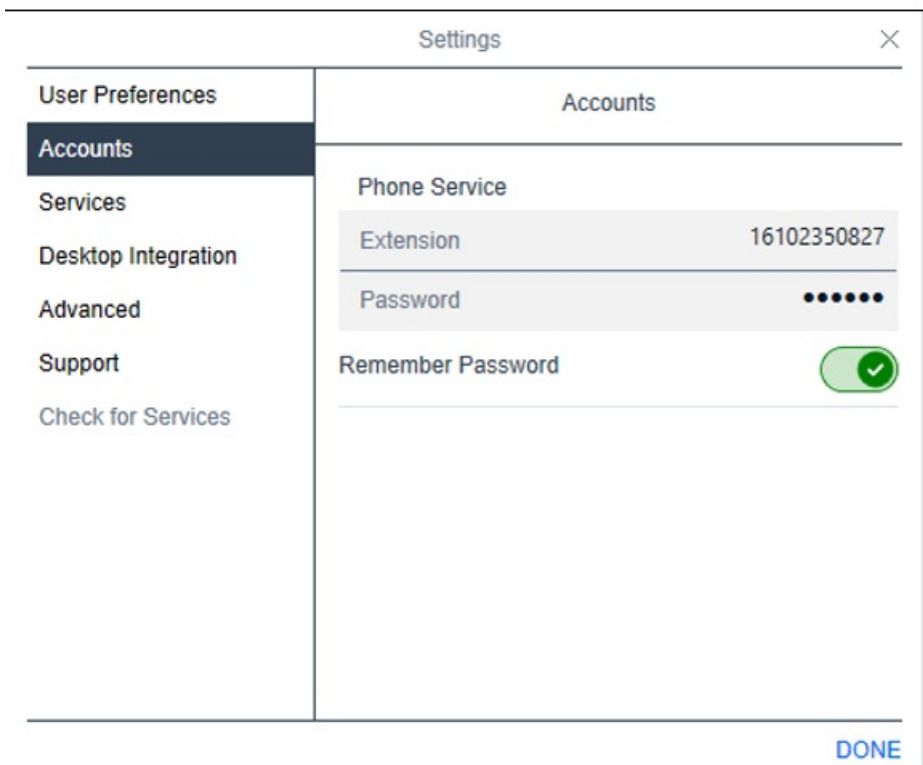
- A. **Server Address:** [wvphone.qualfon.com](http://wvphone.qualfon.com)
- B. **Server Port:** 5061
- C. **Domain:** [qualfon.com](http://qualfon.com)
- D. **Use TLS:** Enabled



- E. Select **OK** or **Done**.
6. Add the following to **Server configuration** if you are **onsite** or using **VPN** connection:
  - A. **Server Address:** 10.8.203.72
  - B. **Server Port:** 5060
  - C. **Domian:** [qualfon.com](http://qualfon.com)
  - D. **Use TLS:** Disabled
  - E. Select **OK** or **Done**

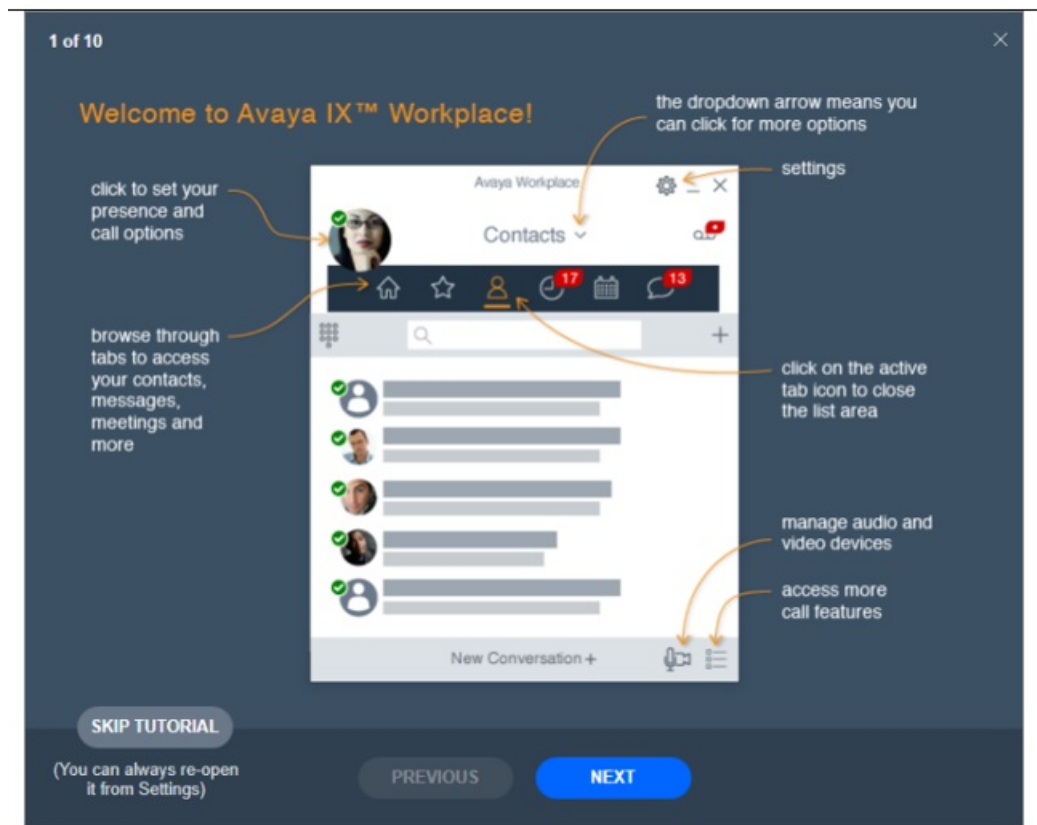


7. Your setup should look like the image below (with the correct desk DID listed)

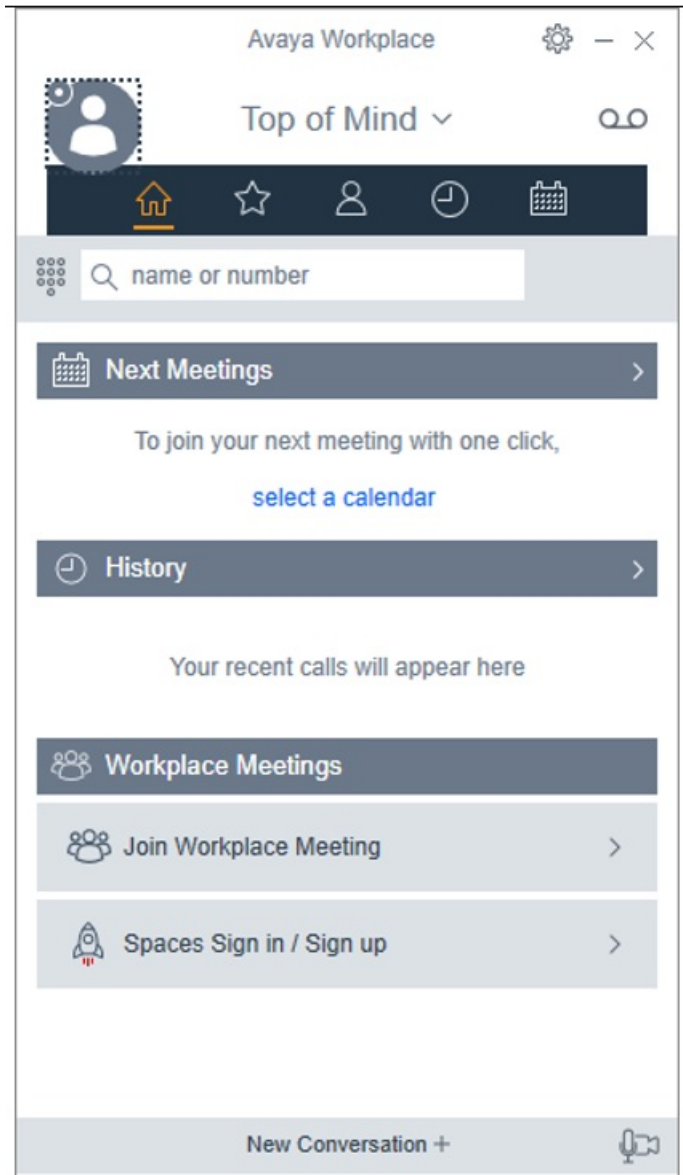


NOTE: Numbers in the attached pictures are only meant for example purposes. Each employee will be assigned their own extension to use when setting up the softphone.

8. Select Done.
9. You can see Equinox tutorial or select SKIP TUTORIAL.



10. Finally, this is the interface or Home screen.



## Related Articles

## Revision History

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