Telephones

Directory Updates

• To update your campus phone information (your name, building location, phone number) in the Lehigh directory:
  • If you are using a VoIP phone, Click ‘submit a help request’ below and select ‘Telecommunications & Network Infrastructure’. Describe the change you are requesting.
  • If you are using the legacy phone system, contact the Payroll Office at inpayrol@lehigh.edu.

Teleconferencing

• Cisco VOIP phones (Unified Communications System): We have descriptions and setup instructions on the LTS site. Phone conferencing options now include Zoom. See Getting Started with Zoom and Using Zoom for Voice Calls.

Cisco User Guides

• Quick Start Cisco VoIP Telephone Guides
• Cisco Unity Voicemail Guide (includes accessing voice mail on or off campus)
• Unity Voicemail Menus and Shortcuts

Wireless Phones

• Wireless phone service discount plans for faculty and staff

Miscellaneous

• Telephone etiquette
  • Telephone and Voicemail FAQ

• Billing
  • FAQ: Student Personal Security Code
  • International Long Distance Rates
  • Long-Distance Calling Rates
• Campus Cisco Phone System
  • Campus Phones
  • Cisco Jabber Softphone
  • Forwarding and Unforwarding Calls from the Self Care Portal
  • Local Calling
  • Unified Communications (VOIP) FAQ
  • Voicemail
• Classroom Phone Announcement System
• Directories and Information
  • Online Telephone Directory Services
  • Telephone Dialing Instructions
  • Updating your Directory Listing (LDAP)
• Disability Accomodation
• Student Telephones and Lines
• Telephone Etiquette
• Wireless Phones and Service
  • Corporate Wireless Phone Service
  • Donating / Recycling Old Wireless Phones
  • Faculty/Staff Wireless Phone Service
  • Wireless Phone Service for Faculty and Staff