Set the Password on the Cisco IP Phone 7800 or 8800 Series Multiplatform Phone

Objective

Administrators can let users protect their Cisco IP Phone 7800 or 8800 Series Multiplatform Phone with a password for added security. This is typically done when the phone is booted for the first time, or after the phone is reset to its factory default settings to prevent unauthorized changes to the settings of the phone. Administrators can also set the password through the Graphical User Interface (GUI) of the phone.

This article aims to show you how to set a password on the Cisco IP Phone 7800 and or 8800 Series Multiplatform Phone.

Applicable Devices | Firmware Version

- 7800 Series | V 11.0 (**Download latest**)
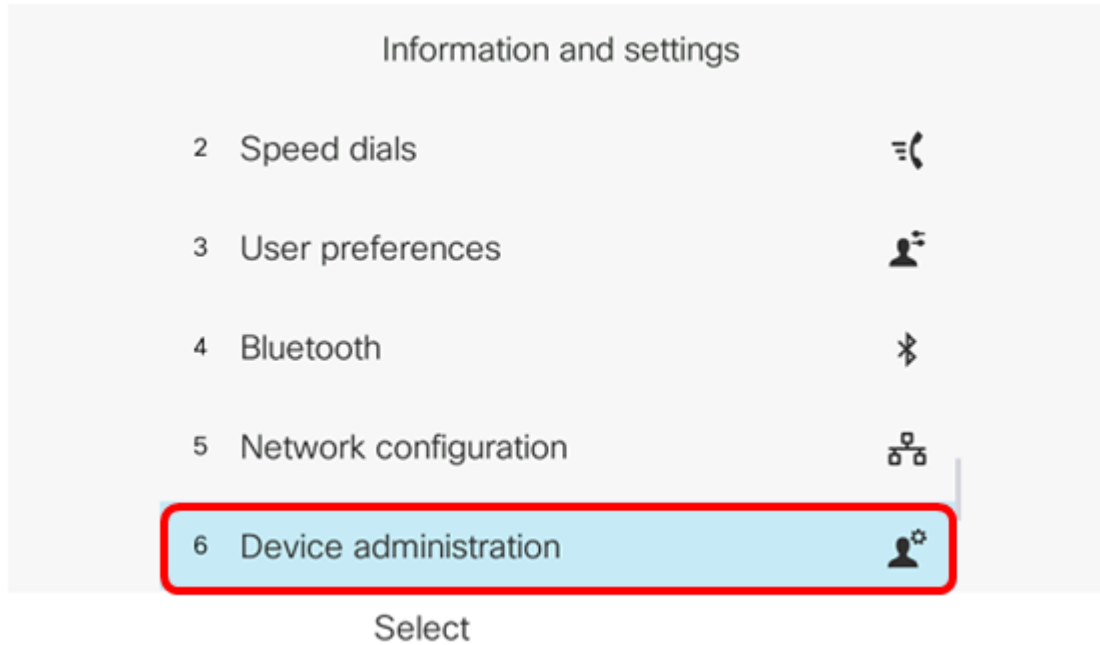
- 8800 Series | V 11.0 (**Download latest**)

Set the Password via the IP Phone GUI

Note: When booting up the Cisco IP Phone 7800 or 8800 Series Multiplatform Phone for the first time, or after resetting the phone, you will be prompted to set up a password. Proceed to **Steps 4 to 6**.
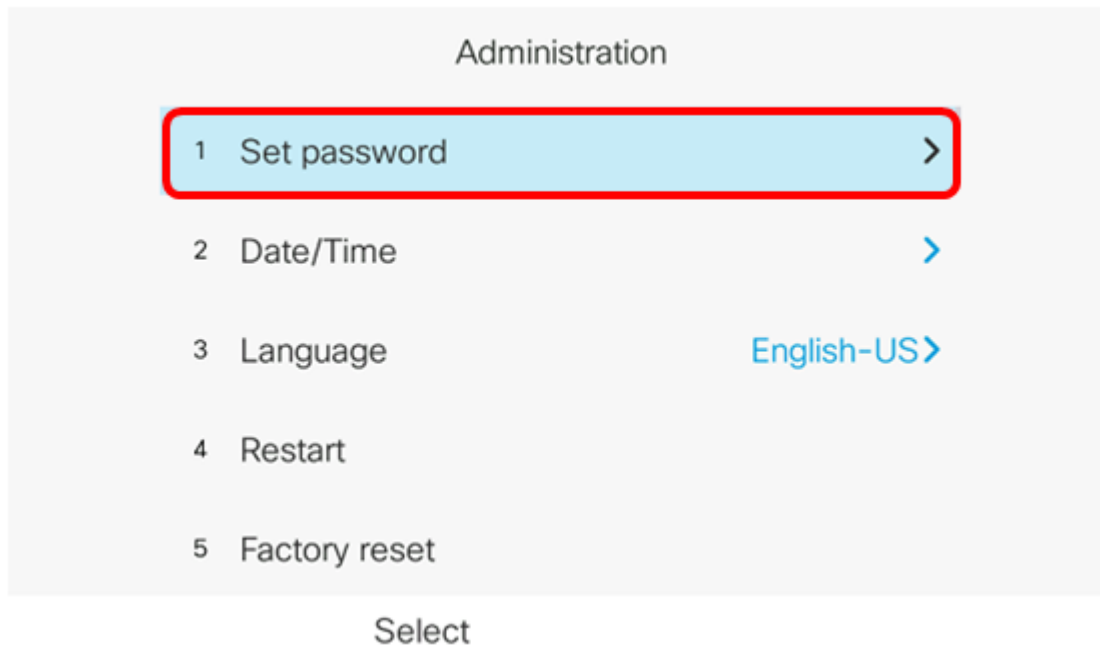
Step 1. Press the **Settings** button on the IP phone.

Step 2. Choose **Device administration** using the navigation button.

Step 3. Choose **Set password** using the button.

Step 4. Enter the password that you want to use in the *New password* field. The password can be a combination of letters, numbers, and special characters.

Set password

New password   C

a b c 2 A B C

Reenter new password

Save   ✕

Step 5. Re-enter the password in the *Reenter new password* field.

Set password

New password   ******

Reenter new password   *|

Save   ✕

Step 6. Press the **Save** softkey to confirm.

Set password

New password   `******`

Reenter new password `*|`

Save   ⌫

You should now have successfully set a password on your IP phone through its GUI.

View a video related to this article...

Click here to view other Tech Talks from Cisco