

# Yealink - How To Park a Call

## ▼ [How To Park a Call](#)

1. Press the **Park softkey or \*3 on the phone** while you are on a call.
  1. This will place the person you were speaking to on a "**Global Hold**" Which can be picked up by any other phone.
2. You can then **call over to another phone, and advise them** "They have a call waiting on Park 1."
3. The other user can then **press the Park button or \*5 to retrieve the call.**