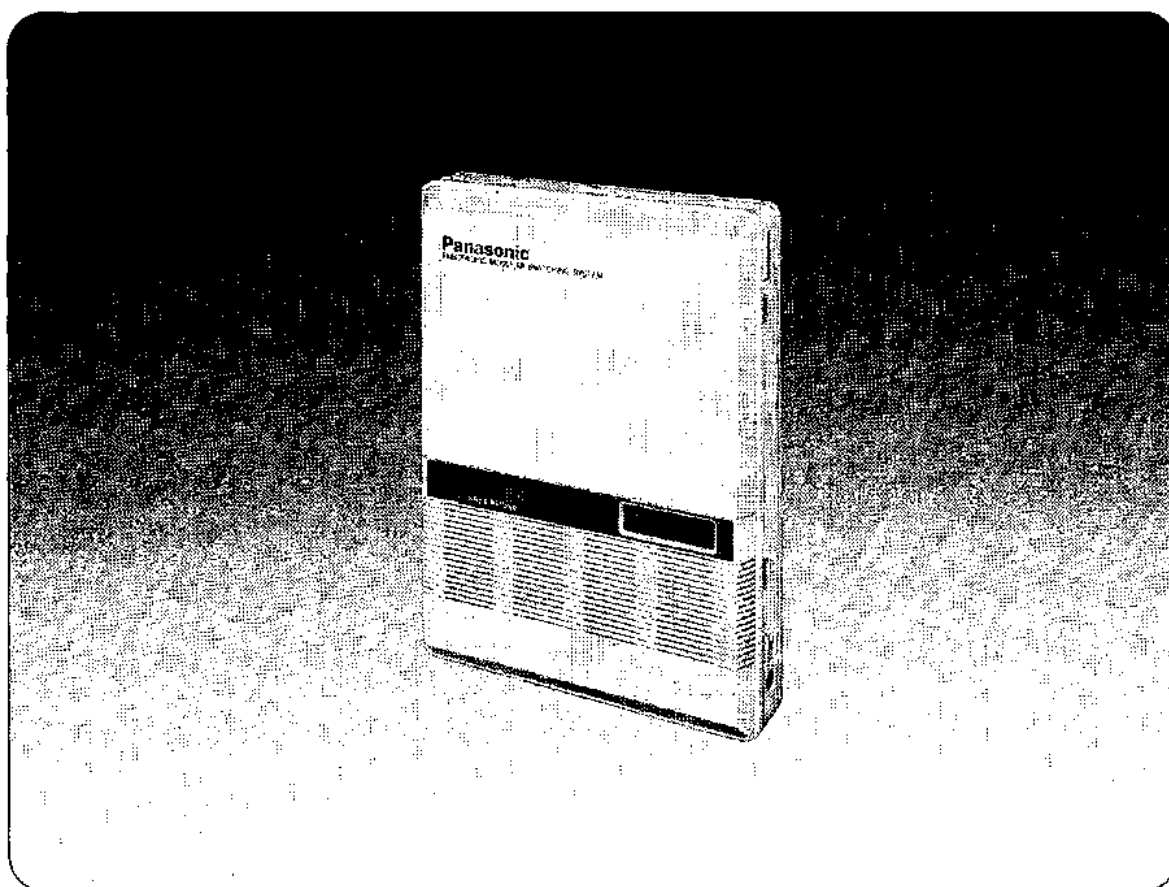


# INSTALLATION MANUAL

ELECTRONIC MODULAR SWITCHING SYSTEM

# KX-T30810B

EASA-PHONE



# Panasonic

Please read this manual before connecting the KX-T30810B.

Thank you for purchasing the Panasonic Model KX-T30810B,  
Electronic Modular Switching System (EMSS).

## System Component

	<i>Model No.</i>	<i>Description</i>
<i>Service unit</i>	<i>KX-T30810B</i>	<i>Electronic Modular Switching System</i>
<i>Telephone</i>	<i>KX-T30820</i> <i>KX-T30830</i>	<i>EMSS Proprietary Telephone</i> <i>EMSS Proprietary Telephone with LC Display</i>
<i>Optional equipment</i>	<i>KX-T30860</i> <i>KX-T30865</i> <i>KX-T30890</i> <i>KX-A16B</i> <i>KX-A20</i>	<i>Doorphone Adaptor</i> <i>Doorphone</i> <i>Headset</i> <i>System Back-up Unit</i> <i>Cable Kit with Terminal</i>

**NOTICE:** In this INSTALLATION MANUAL, KX-T30810B is abbreviated to KX-T30810.

The serial number of this product may be found on the label affixed to the bottom of the unit. You should note the serial number of this unit in the space provided and retain this book as a permanent record of your purchase to aid in identification in the event of theft.

**MODEL NO.:** KX-T30810B

**SERIAL NO.:** \_\_\_\_\_

**For your future reference**

**DATE OF PURCHASE** \_\_\_\_\_

**NAME OF DEALER** \_\_\_\_\_

**DEALER'S ADDRESS** \_\_\_\_\_

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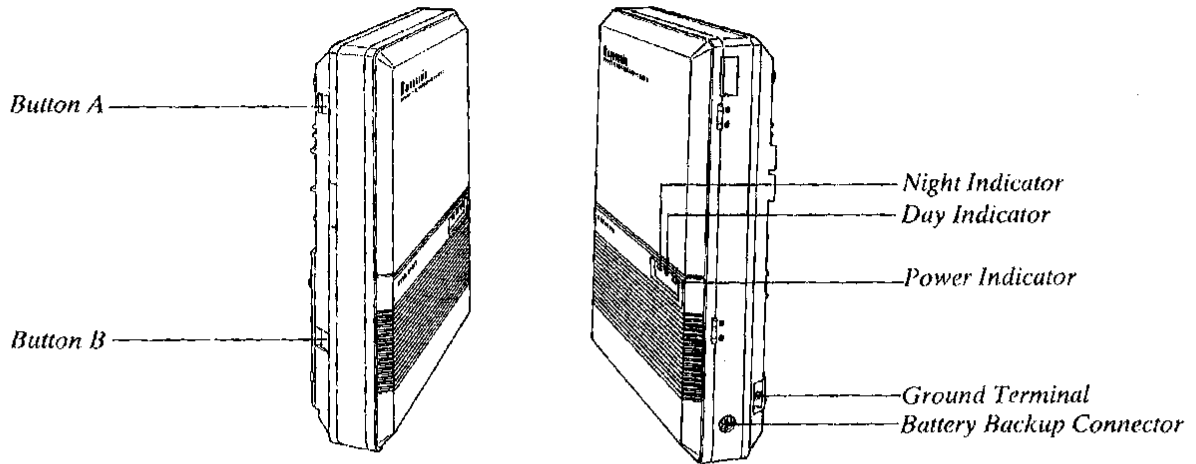
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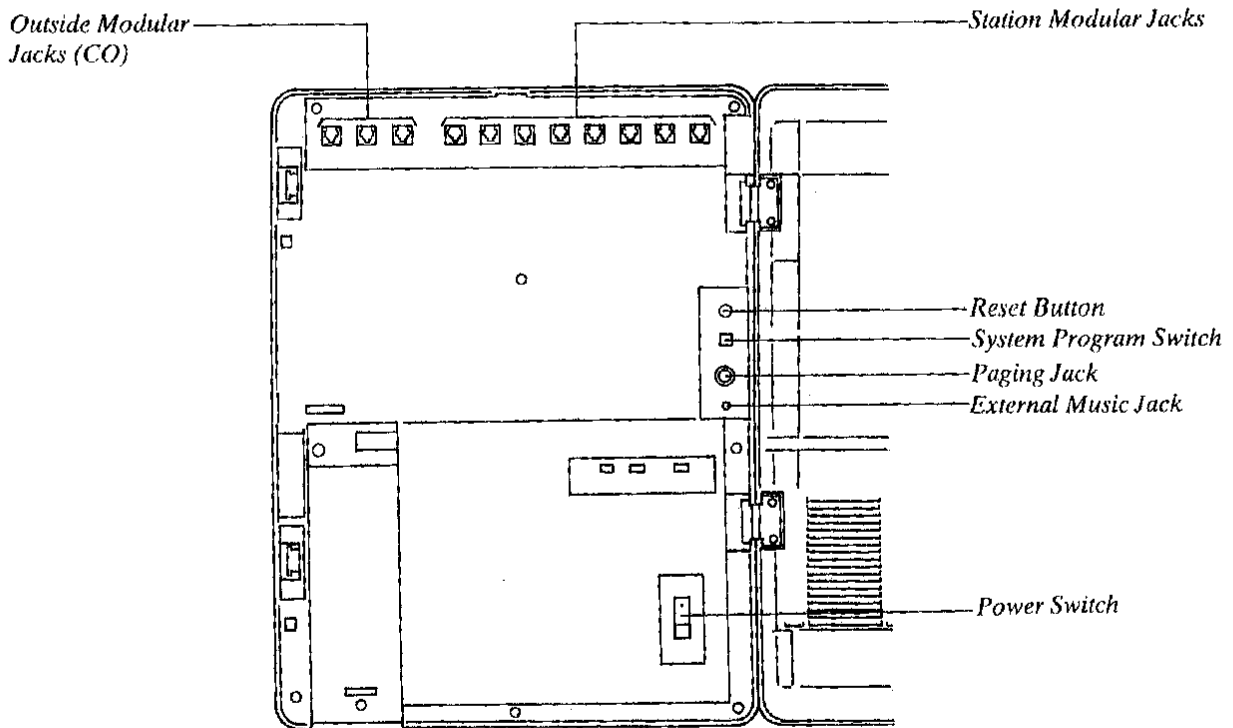
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# NAME AND LOCATION



*Push Buttons A and B simultaneously to open Front Cover.*



# INSTALLATION

## Cautions

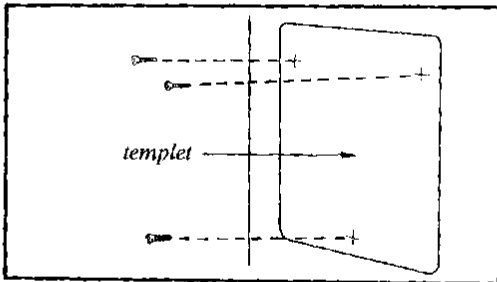
● Avoid installing in the following places. (Doing so may result in malfunction, noise, or discoloration.)

1. In direct sunlight and hot, cold, or humid places. (Temperature range: 32°F–104°F)
2. Sulfuric gases produced in areas where there are thermal springs, etc. may damage the equipment or contacts.
3. Places in which shocks or vibrations are frequent or strong.
4. Dusty places, or places where water or oil may come into contact with the unit.
5. Near high-frequency sewing machines or electric welders.
6. On or near computers, telexes, or other office equipment, as well as microwave ovens or air conditioners. (It is preferable not to install in the same room with the above equipment.)
7. Near radio broadcast antennas (including short wave).
8. Install at least 1.8 m from radios and televisions. (both the electronic modular switching system and EMSS proprietary telephones)
9. Do not obstruct area around the electronic modular switching system. (for reasons of maintenance and inspection—be especially careful to allow space for cooling above and at the sides of the electronic modular switching system)

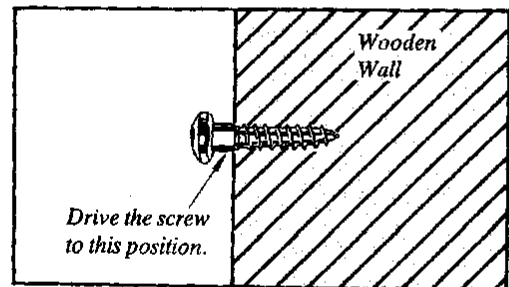
The wall where the KX-T30810 is to be mounted must be able to support a weight of KX-T30810. If screws other than the ones supplied are used, use the same-sized diameter screws at the enclosed ones.

## To Mount on the Wooden Wall:

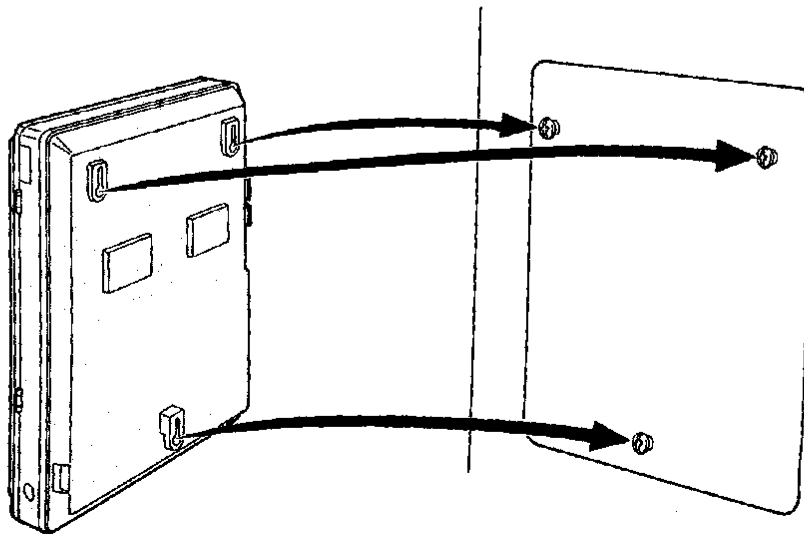
1. Place the templet (included) on the wall to mark the 3 screw positions.



2. Install the 3 screws into the wall.

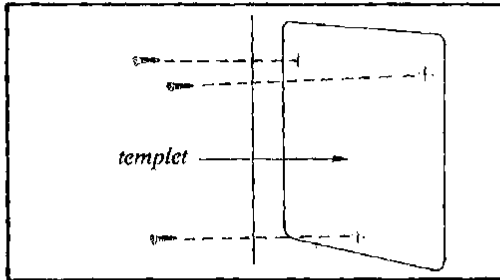


3. Hook the unit on the screw heads.

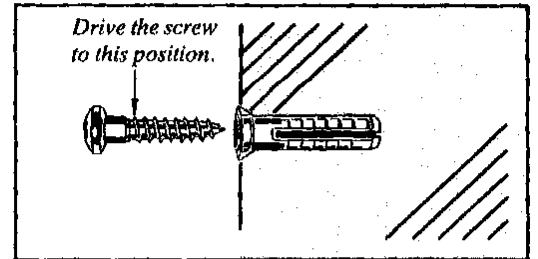


## How to Mount on Concrete or Mortar Wall:

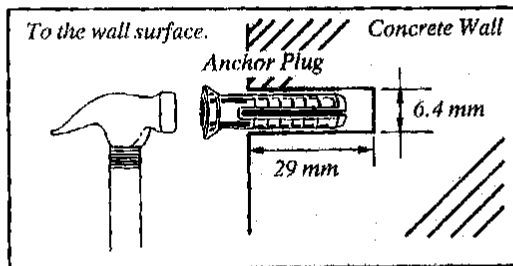
1. Place the templet (included) to mark the 3 screw positions.



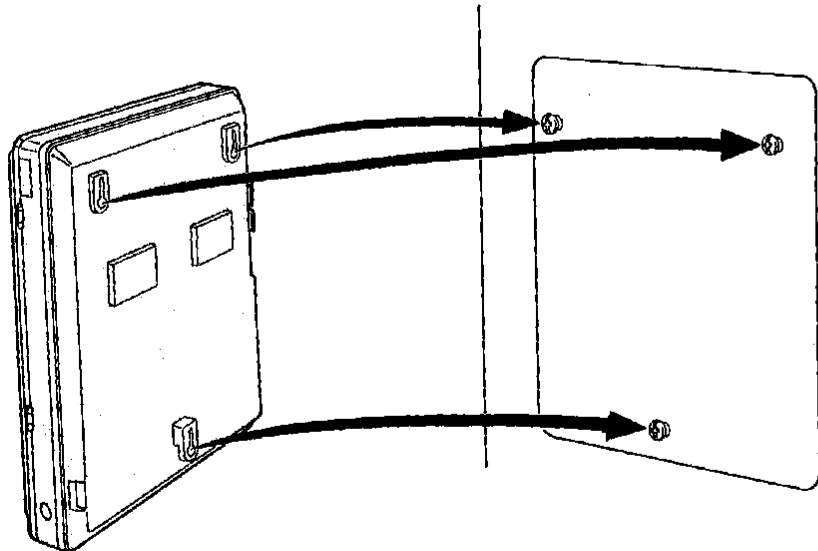
3. Install the 3 screws into the anchor plugs.



2. Drill 3 holes and drive the anchor plugs (included) with a hammer, flush to the wall.



4. Hook the unit on the screw heads.





# CONNECTION

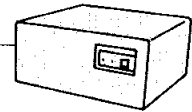
## Cautions

1. Do not wire the telephone cable in parallel with the AC power source, computer, telex etc. If the cables run near those wires, shield the cables with metal tube or use shield cables and ground the shields.
2. When cables run on the floor, use protectors or the like to protect the wires where they may be stepped on. Avoid wiring under carpets.
3. Avoid using the same power supply outlet for computers, telexes, and other office equipment. Otherwise, KX-T30810 system operation may be interrupted by the induction noise from such equipments.

After all the connections are completed, turn the Power Switch ON.

If an extension does not operate properly (for example: The LCD of the KX-T30830 does not display properly.), disconnect the telephone from the extension line and then connect again, or turn OFF the power switch of the KX-T30810 and then ON again after 5 minutes.

Optional System Back-up Unit (KX-A16B)

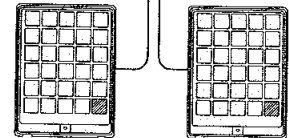


AC Power Cord To Power Outlet

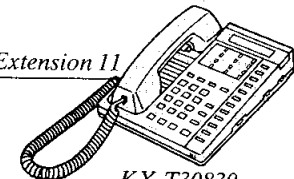
to CO 1  
to CO 2  
to CO 3  
3 Outsides

8 Extension Lines

Doorphone 1 Doorphone 2



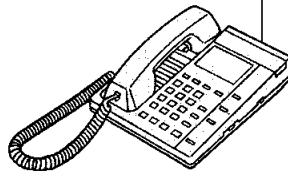
Extension 11



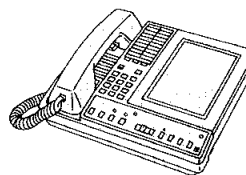
KX-T30830  
• Extension 11 must always be KX-T30830.

• The parallel connection of the KX-T30830/  
KX-T30820/  
KX-T30850 is impossible.

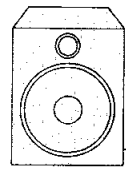
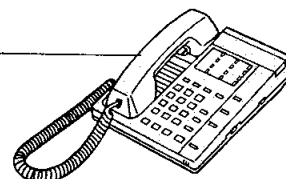
KX-T30850



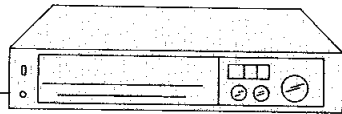
Telephone with Answering Machine



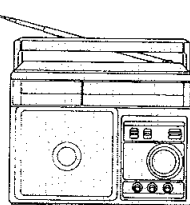
KX-T30820



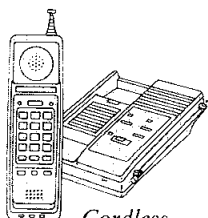
Speaker



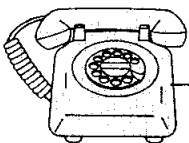
Amplifier



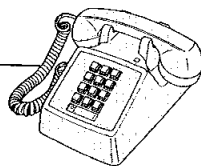
Radio



Cordless Phone



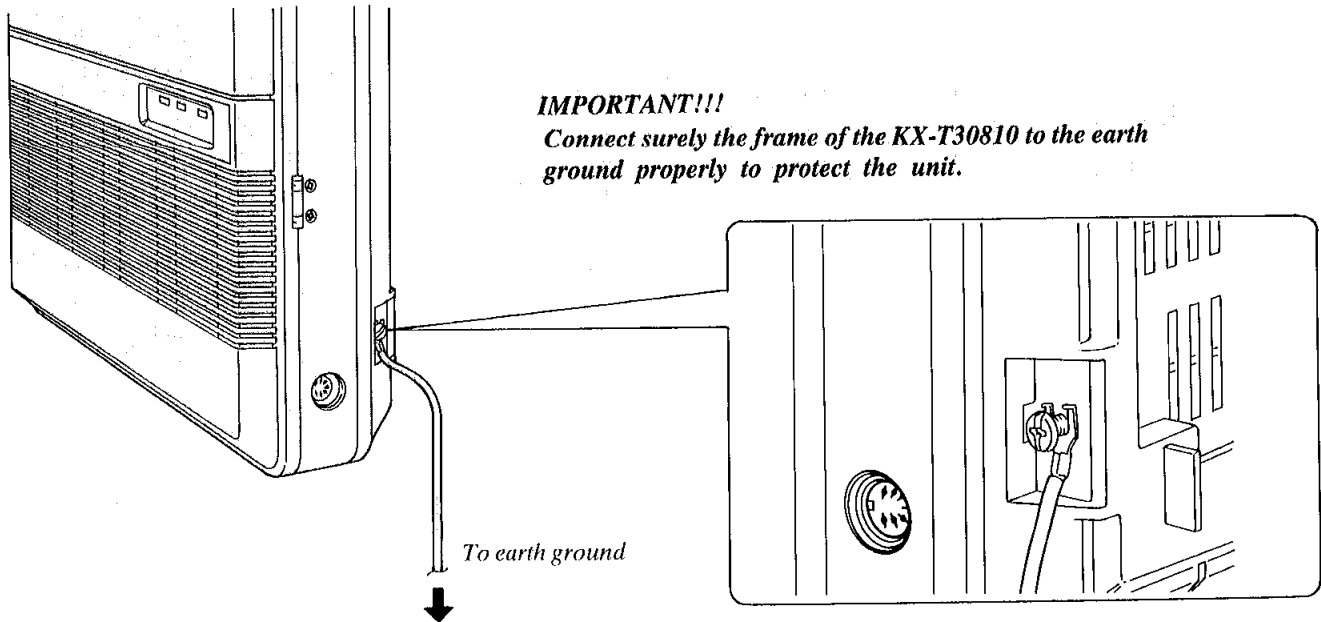
Standard Telephone



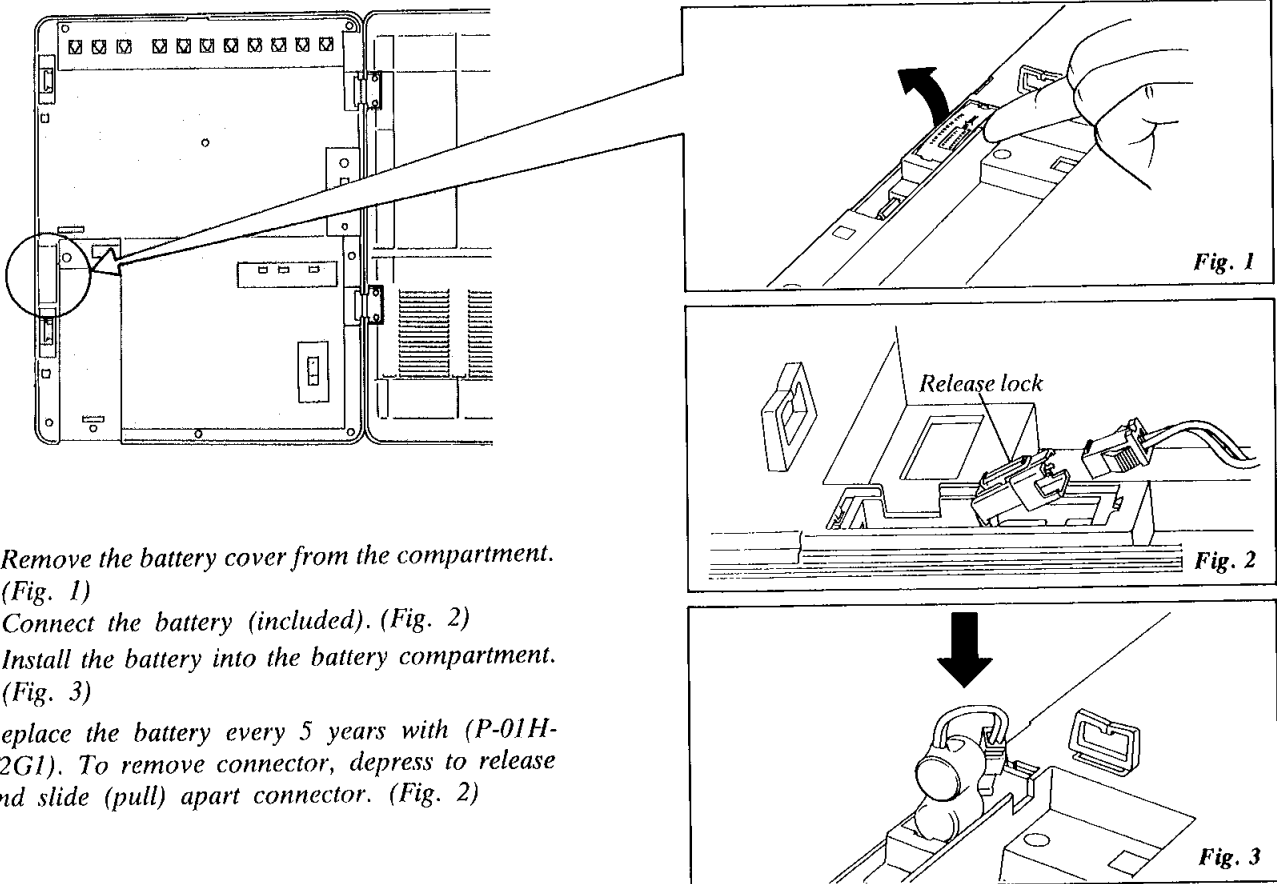
Standard Telephone

The socket-outlet shall be installed near the equipment and shall be easily accessible.

## Frame Ground Connection



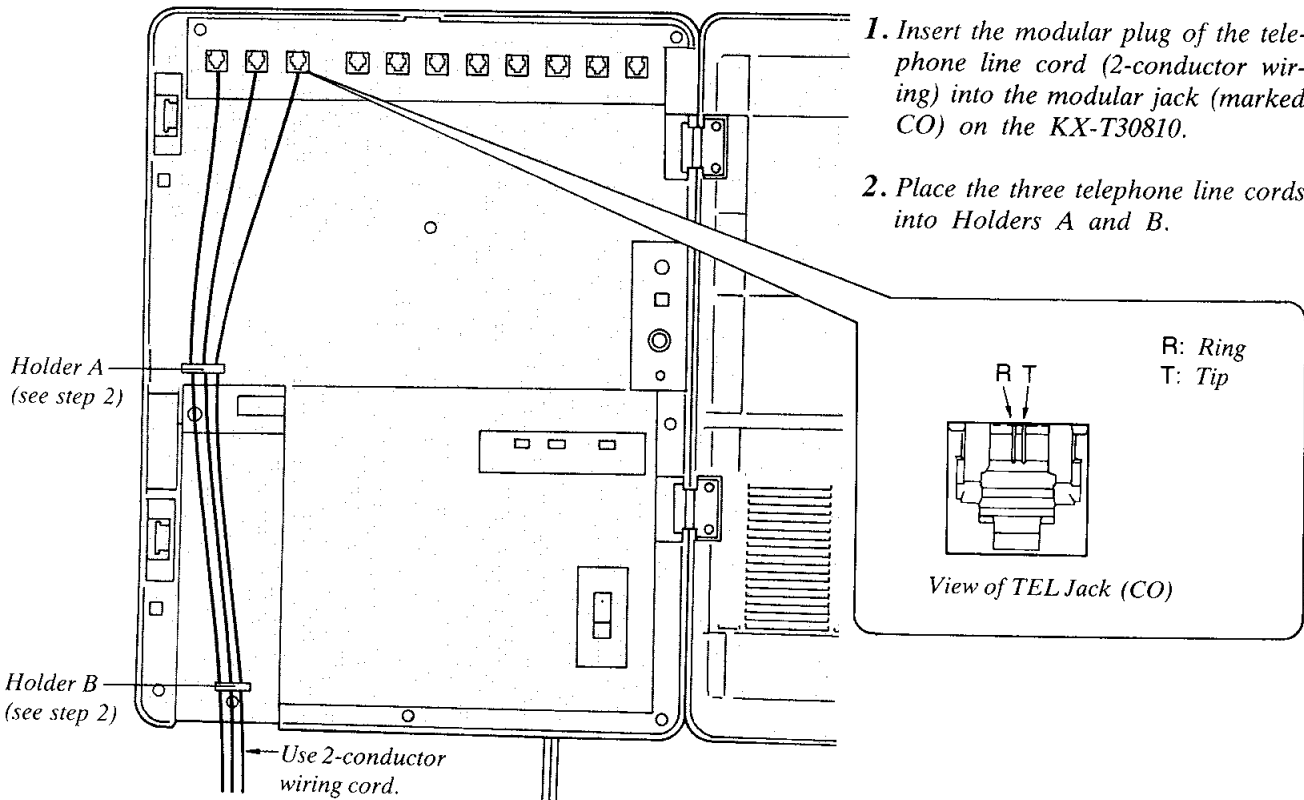
## Rechargeable Battery Installation



## Connection of The Central Office Line

1. Insert the modular plug of the telephone line cord (2-conductor wiring) into the modular jack (marked CO) on the KX-T30810.

2. Place the three telephone line cords into Holders A and B.



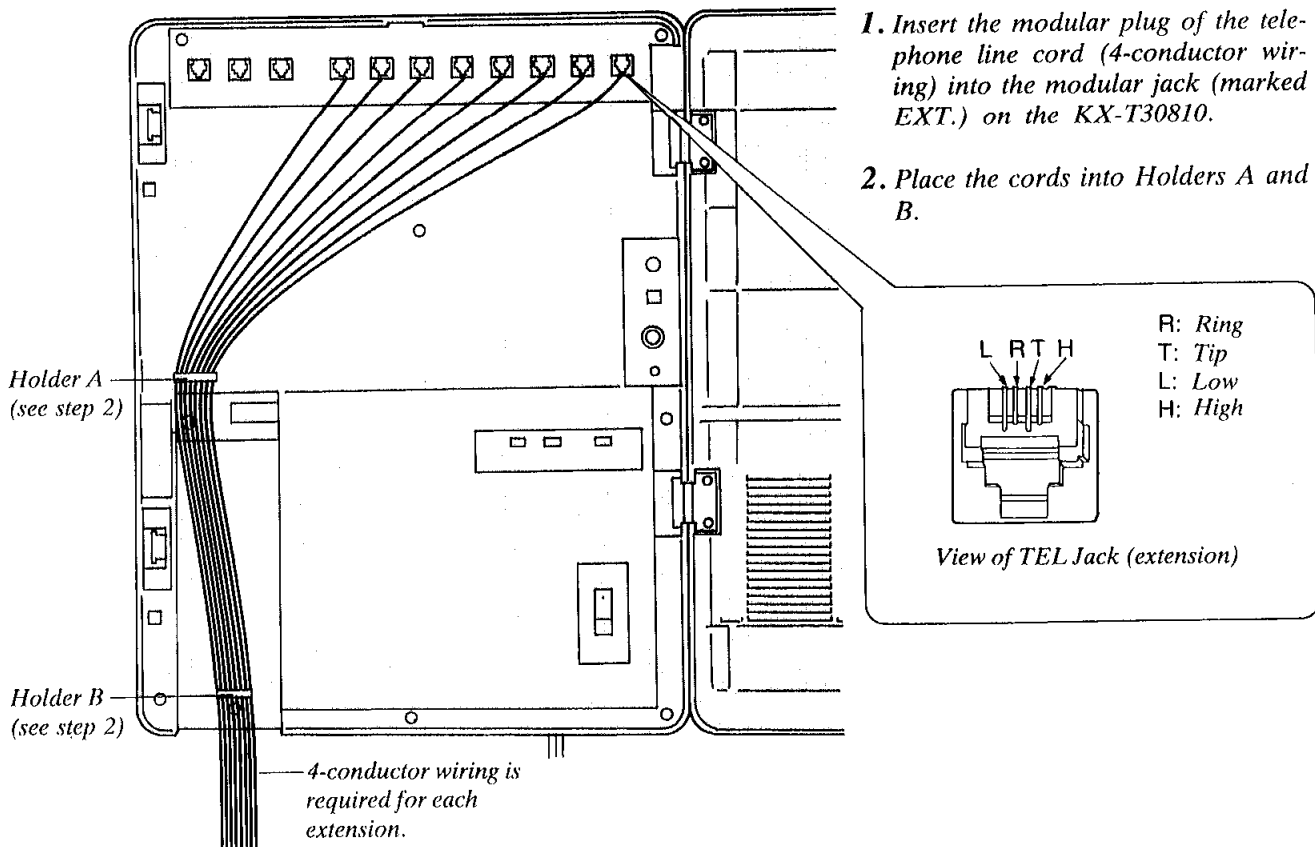
To Terminal Board or Modular Jacks  
from the Central Office (CO).

### Caution

Mis-connection may cause the KX-T30810 to operate improperly.

See "During Installation" page 5-1 and "During Connection" page 5-2 before connecting.

## Connection of The Extension (for Proprietary Telephone KX-T30820/KX-T30830/KX-T30850)



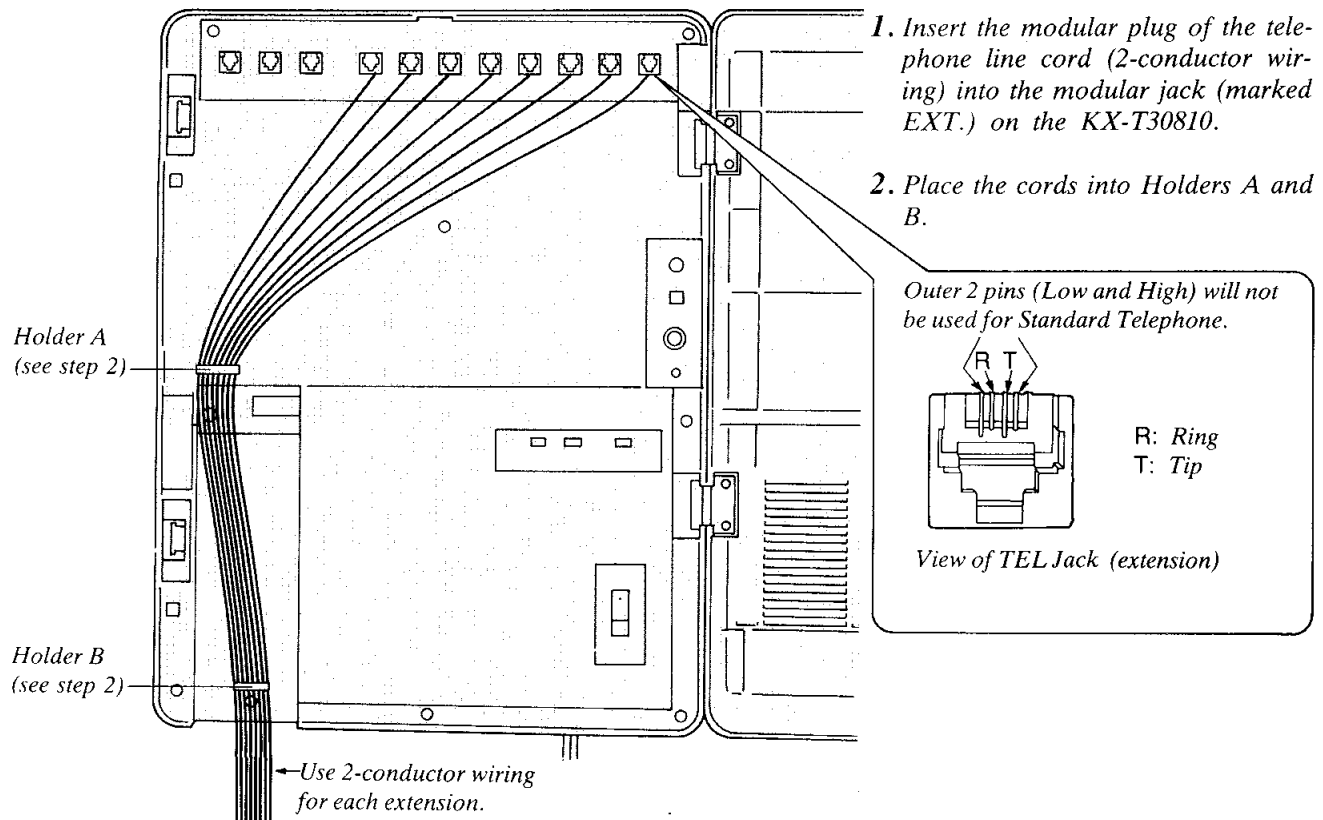
### To Extensions

- The inner 2 wires (red, green) are for Tip and Ring and the outer 2 wires (black and yellow) are for Low and High (DATA).
- The max. length of the telephone line cord that connects the KX-T30810 and the extension is shown below.
  - 26 AWG: Under 140 m
  - 24 AWG: Under 230 m
  - 22 AWG: Under 360 m

### Caution

Mis-connection may cause the KX-T30810 to operate improperly. See "During Installation" page 5-1 and "During Connection" page 5-2 before connecting.

## Connection of Standard Telephone to Extensions

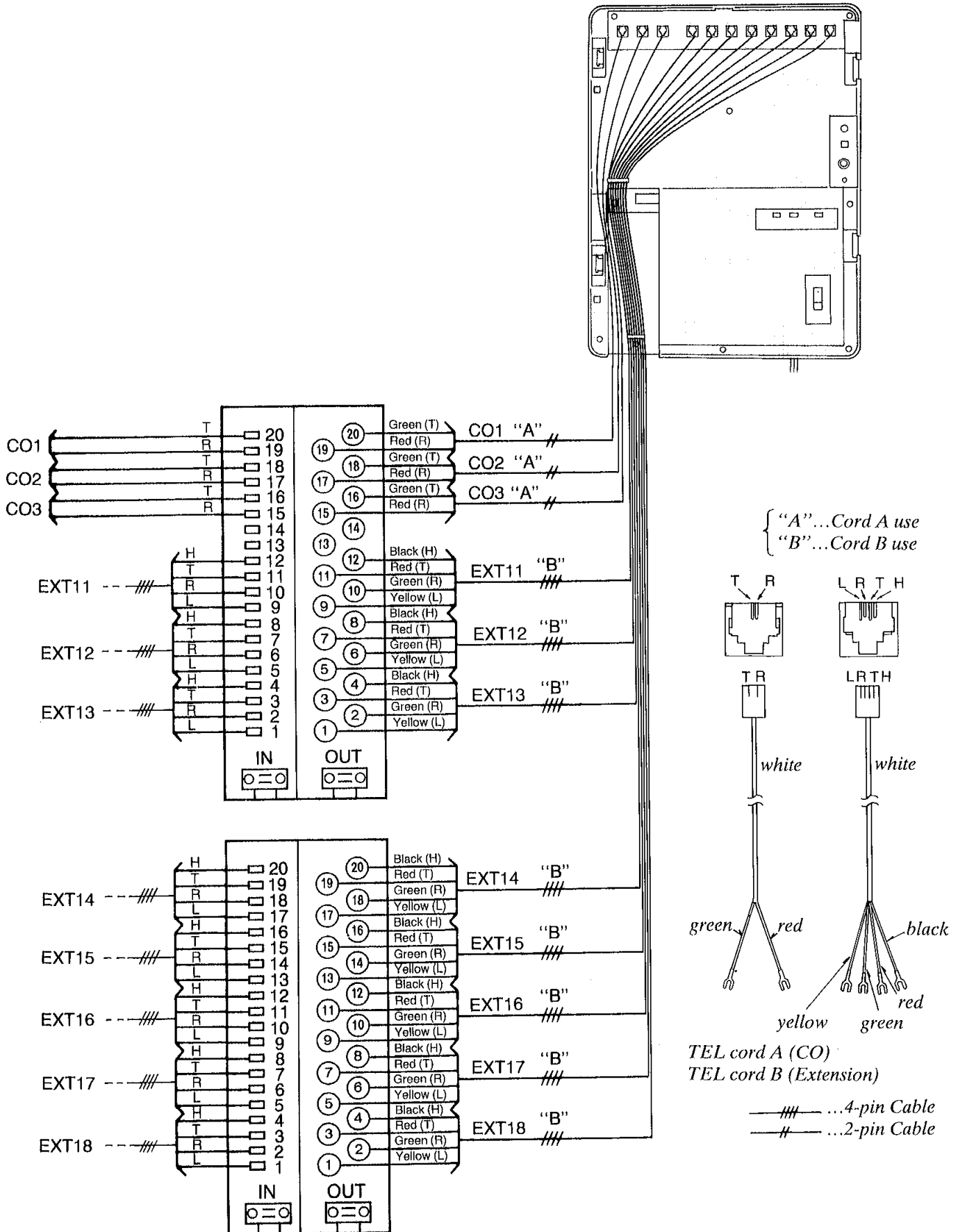


### To Extensions

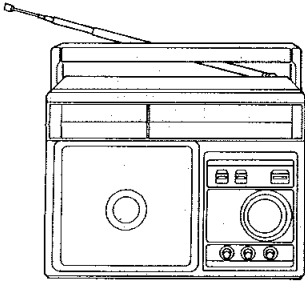
- The max. length of the telephone line cord that connects the KX-T30810 and the extension is shown below.  
 26 AWG: Under 700 m  
 24 AWG: Under 1130 m  
 22 AWG: Under 1800 m
- If the telephone or answering machine with A-A1 relay is connected to the KX-T30810, set the A-A1 relay switch of the telephone or answering machine to OFF.

**Caution**  
 Mis-connection may cause the KX-T30810 to operate improperly.  
 See "During Installation" page 5-1 and "During Connection" page 5-2 before connecting.

# Connection with the Optional KX-A20 (Cable Kit with Terminal)



## External Music Source



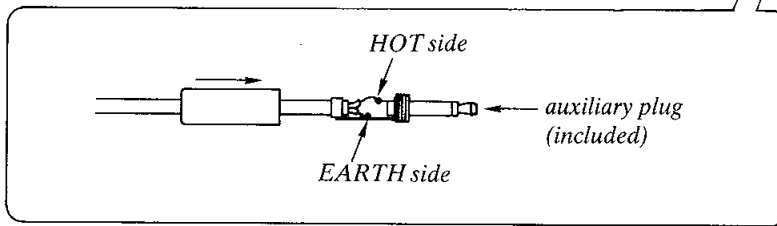
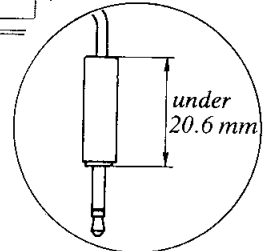
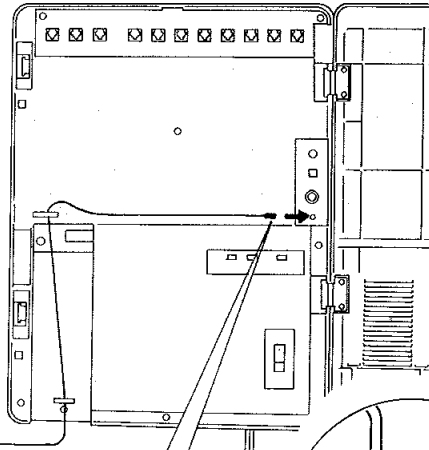
External Music Source

Adjust the sound level of the music on hold with the Volume control.

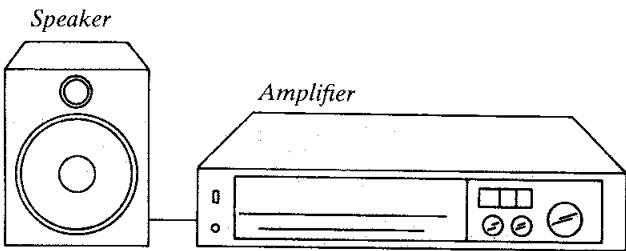
Use a two-conductors plug (3.6 mm in diameter)

- Input impedance 5 k $\Omega$
- Input Level -10 dBm

Use a cord that has the internal resistance 10 $\Omega$ .



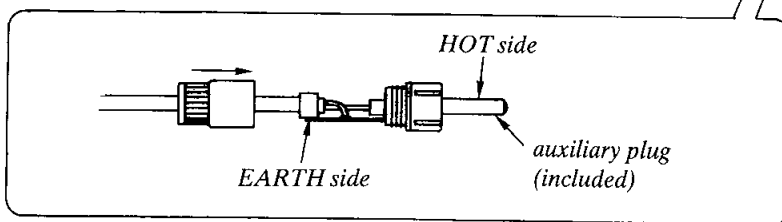
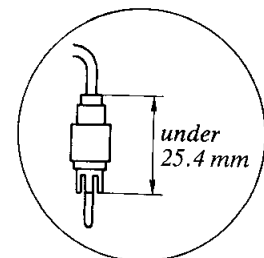
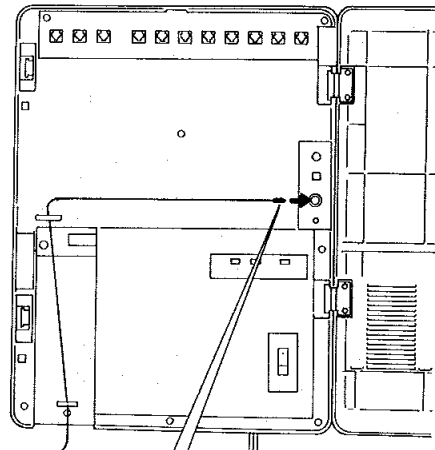
## Paging Equipment



Use shielded cable.

Use RCA connector.

- Output impedance: 600 $\Omega$

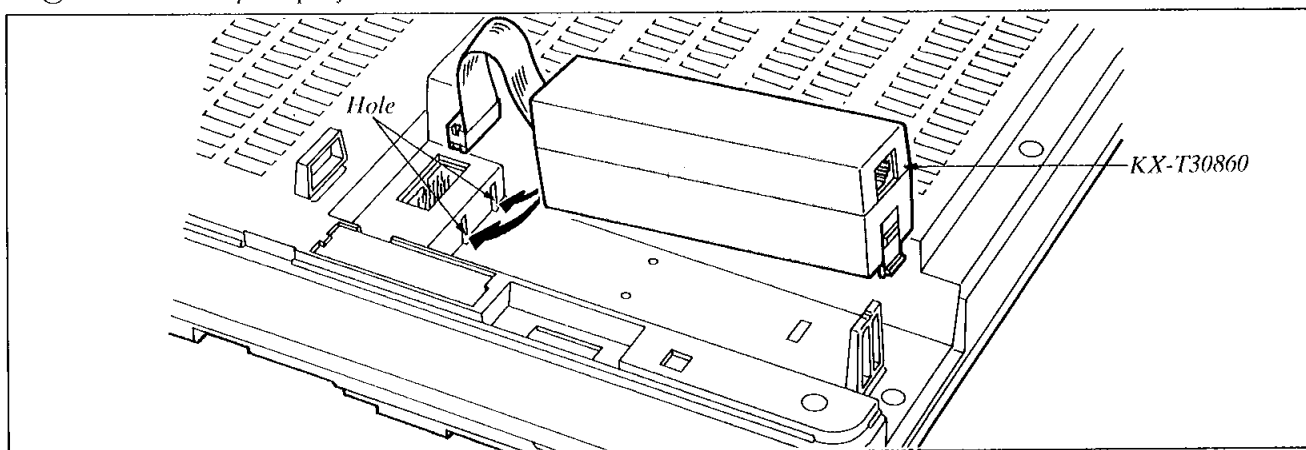


## Connection of The Optional Doorphone (KX-T30865)

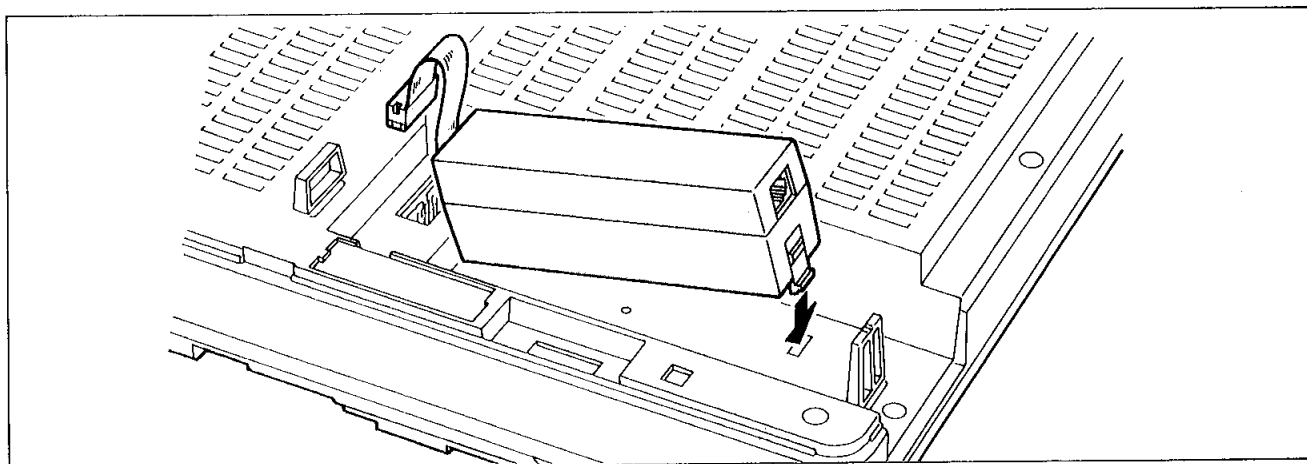
For installing the doorphone, use the Optional Doorphone Adaptor (KX-T30860).

### 1. How to install the Doorphone to the KX-T30810

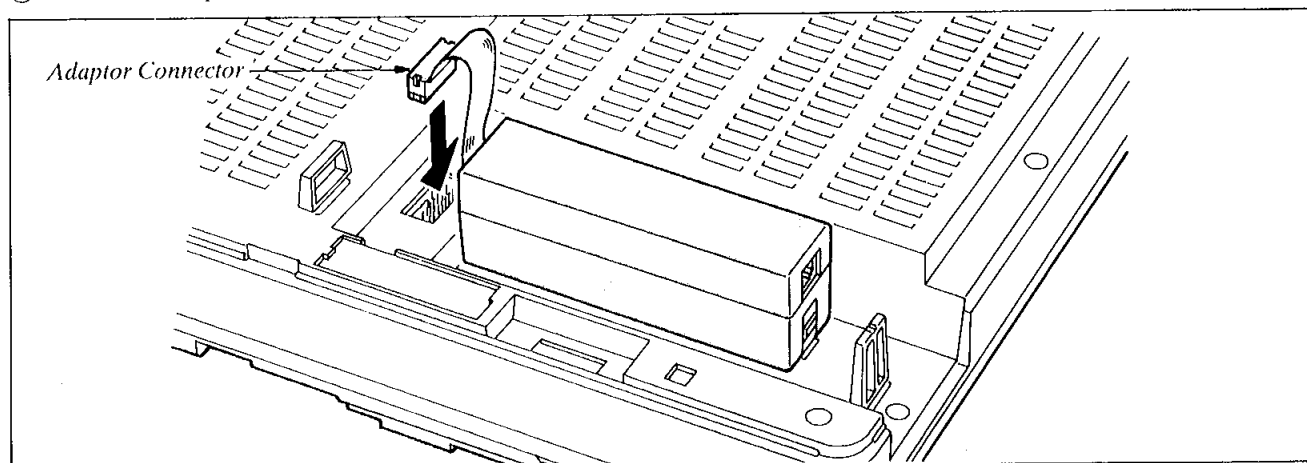
- ① Insert the adaptor projections to the holes.



- ② Push the adaptor down so that it locks into the ribs of the unit.



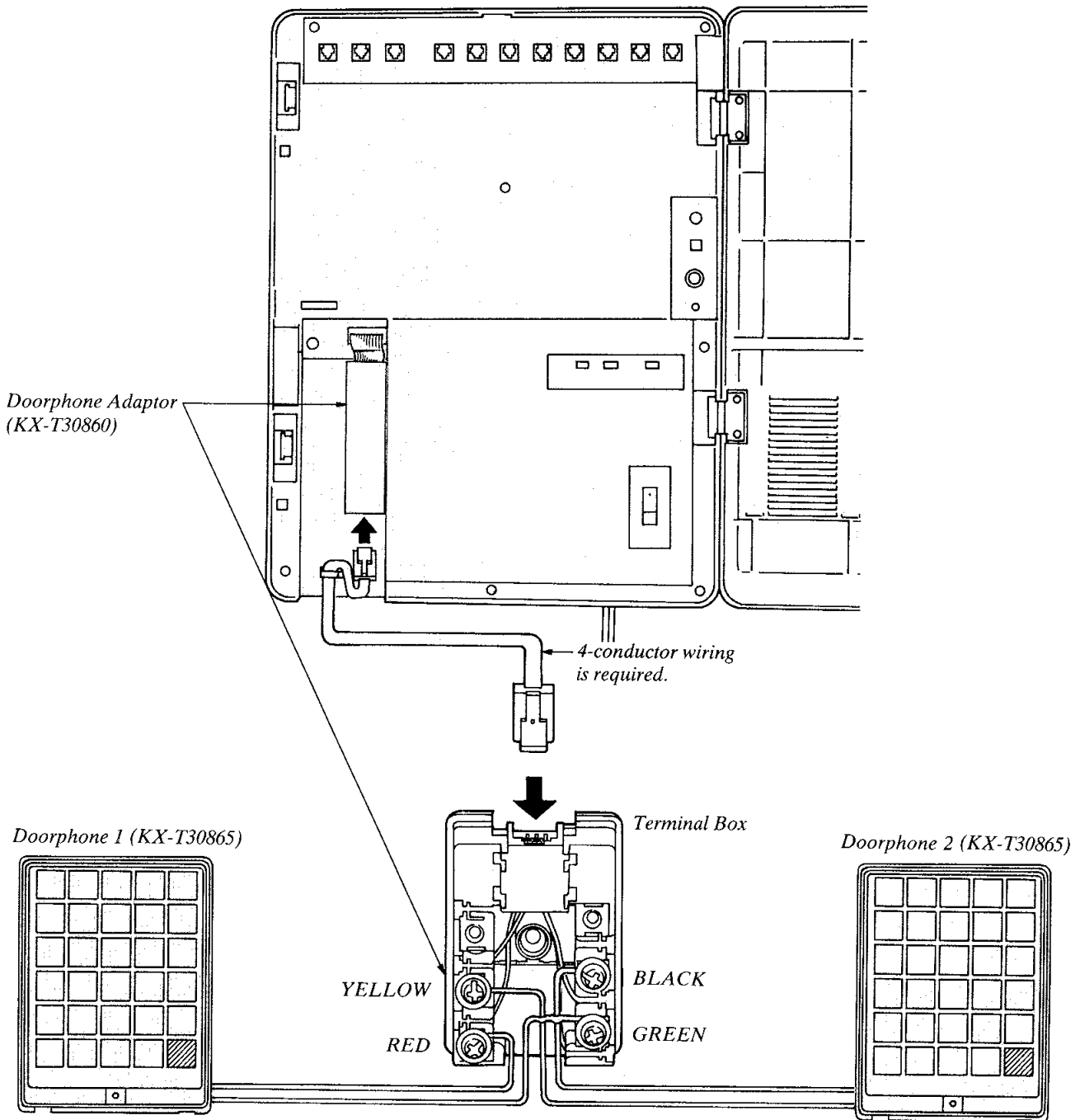
- ③ Insert the adaptor connector.





2. Wiring connection of the Doorphone

- (A) Connect the doorphone to the terminal box using 4-conductor modular connectors.
- (B) Connect the wires of doorphone 1 to the red and green screws of the terminal box.
- (C) Connect the wires of doorphone 2 to the yellow and black screws of the terminal box.



• The max. length of the telephone line cord that connects the KX-T30810 and the doorphone (KX-T30865) is shown below.

- 26 AWG: Under 70 m
- 24 AWG: Under 110 m
- 22 AWG: Under 180 m

## To Connect Polarity Sensitive Telephone

If the telephone you are using with the KX-T30810 is polarity sensitive.

1. Connect all extension wiring to the KX-T30810.

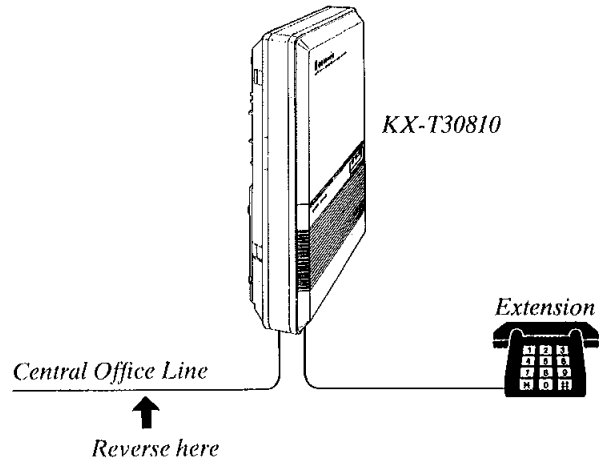
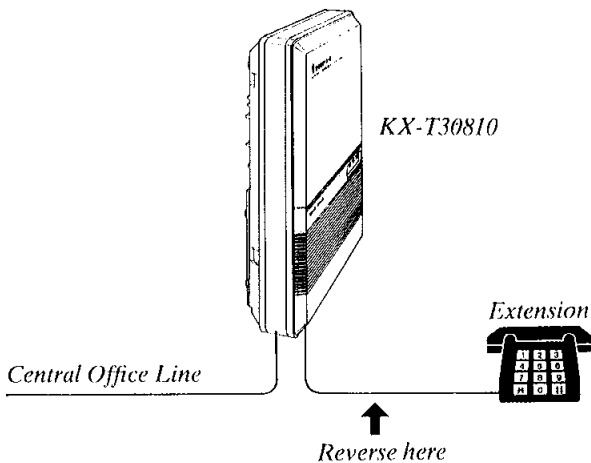
6. Confirm that dialing can be done on following extensions using a tone telephone.

2. Confirm that dialing can be done from all the extensions using a tone telephone.  
(Do not exchange the extension.)

Extension 11...CO 1  
Extension 12...CO 2  
Extension 13...CO 3

3. If a dialing can not be done, the polarity between the extension and the KX-T30810 must be reversed.

7. If a dialing can not be done, the polarity between the KX-T30810 and the Central Office Line must be reversed.



4. Set the Power Switch on the KX-T30810 to the OFF position.

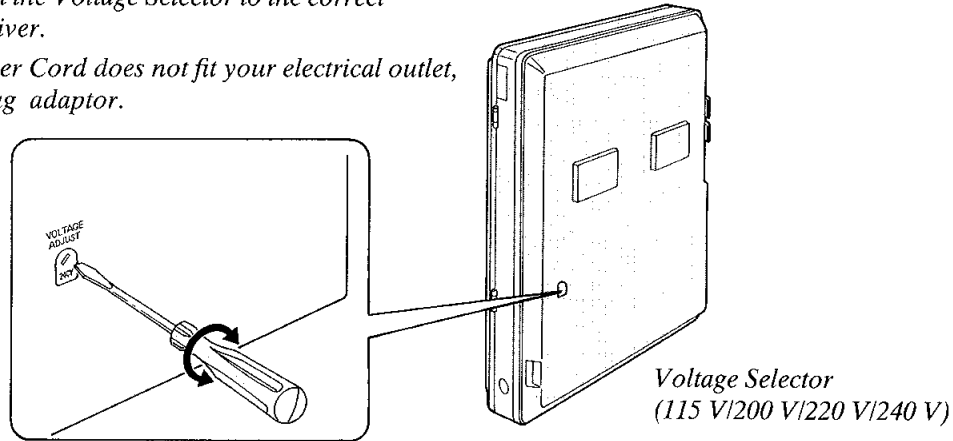
8. If any extension is changed or replaced, repeat these procedures (from step 1 to step 7).

5. Connect all Central Office (CO) Lines.

## Power Supply

Check the Voltage Selector to confirm if it is set to your household AC voltage. If not, reset the Voltage Selector to the correct position with a screwdriver.

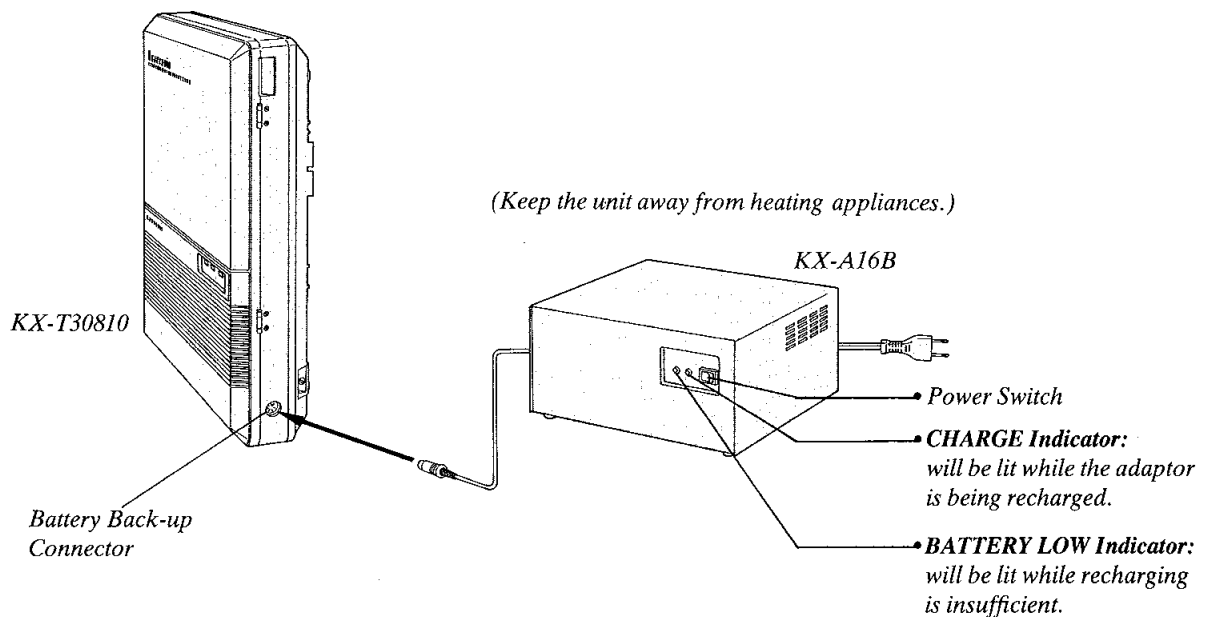
- If the plug of AC Power Cord does not fit your electrical outlet, use the furnished plug adaptor.



## To Connect Optional System Back-up Unit (KX-A16B)

1. Connect the cord from the optional KX-A16B to the KX-T30810.
2. Check the Voltage Selector if it is set to your household AC voltage.
3. Plug in the AC power cord from the KX-A16B.
  - If the plug of AC Power Cord does not fit your electrical outlet, use the furnished plug adaptor.
4. Turn on the Power Switch located on the KX-A16B.

- Approximately 24 hours is required to recharge the KX-A16B.
- The KX-A16B will work for approximately 4 hours (on the average) in the event of power failure.
- The Battery life is 3 years.
- A simple way to check the KX-A16B is to disconnect the KX-T30810 and the KX-A16B from the AC outlets, and then to observe if the KX-T30810 operates.
- If the KX-T30810 does not operate, recharge the KX-A16B.



# PROGRAMMING

To activate this system, the requirements from telephone company and the customer must be programmed once the Power Switch has been turned on.

## Programming Instructions

### 1. At extension 11:

All system programming changes (example: system clear, station program clear, toll restriction, hookswitch flash timing...) are done through extension 11.

•Extension 11 must always be a Panasonic model, KX-T30830.

### 2. System Program Switch setting:

The System Program Switch located on the KX-T30810 must be set to the PROGRAM position while making program changes. After all programming changes are completed, return the program switch to the SET position.

### 3. Overlay:

This overlay is used for programming the system and the program function names on buttons are inscribed on this card. Refer to page 2-2.

### 4. Before system programming, you may operate system clear and station program clear to set default data of programming.

#### A. System Clear:

- 1 Dial (99).
  - “SYSTEM CLEAR” will be displayed.
- 2 Press the NEXT button.
  - “ALL CLEAR?” will be displayed.
- 3 Press the MEMORY button to clear system.
- 4 To exit from system clear, press the END button.

The following features are preset as the default data.

Date and Time  
System Speed Calling  
CO Connection Assignment  
Dial Mode (Tone/Pulse) Selection  
Switching Mode (Day/Night Service)  
Starting Time (Day/Night Service)  
Flexible Day Outward Dialing Assignment  
Flexible Night Outward Dialing Assignment  
Flexible Day Ringing Assignment  
Flexible Night Ringing Assignment  
Toll Restriction—Class Assignment  
Toll Restriction—Area Code Selection  
Call Back Time  
Host PBX Access Codes Assignment  
Automatic Answering (Automatic/Manual)  
Selection

Preferred Line Assignment  
Programmable Call Waiting  
Duration Time Count Start Mode  
Hookswitch Flash Timing  
Disconnect Time  
Calling Party Control (CPC) Signal  
Intercom Alerting Mode  
Programmable Doorphone  
Dial Call Pickup Group Assignment  
Busy Tone Selection  
Hold Time Reminder  
Hold Recall Time Set  
Programmable External Paging Access Tone  
DTMF Receiver  
Programmable Secret Auto Dial

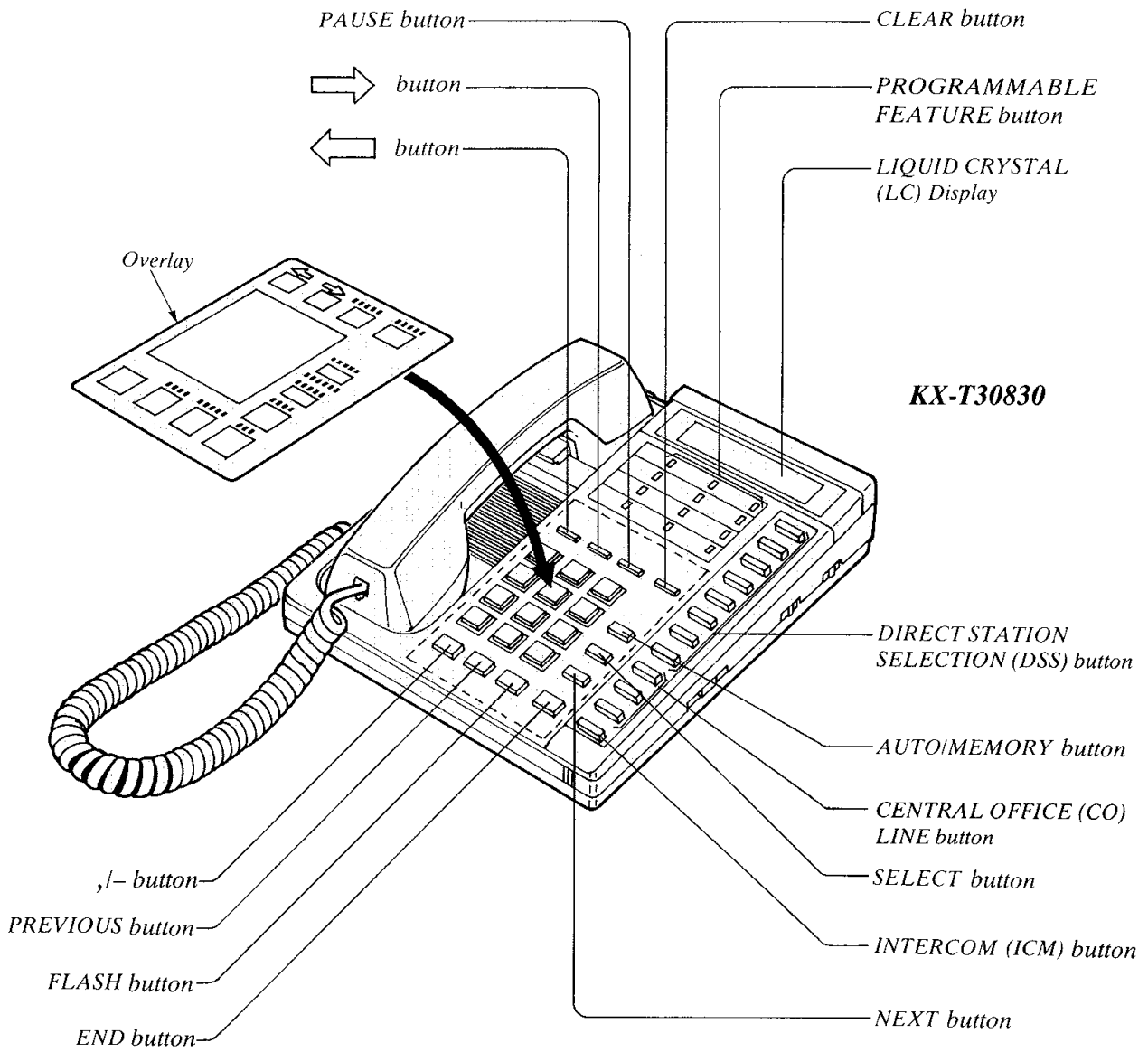
#### B. Station Program Clear:

- 1 Dial (98).
  - “EXT CLEAR” will be displayed.
- 2 Press the NEXT button.
  - “ALL CLEAR?” will be displayed.
- 3 Press the MEMORY button to clear the system.
- 4 To exit from station clear, press the END button.

The following features are preset as the default data.

One Touch Dialing  
Background Music  
Call Forwarding  
Data Line Security  
Dial Call Pickup Deny  
Do not Disturb

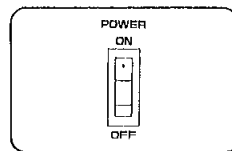
When the System Program Switch on the KX-T30810 is set to the PROGRAM position, the operation of the KX-T30830 will change as follows.



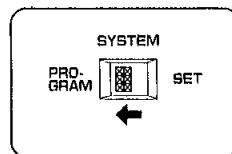
PROGRAMMING

## Example of Programming

1. Turn the Power Switch to ON .....



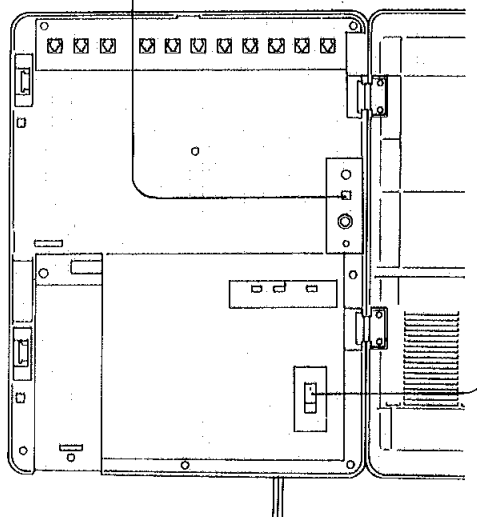
2. Set the System Program Switch to PROGRAM .....



The LCD on the KX-T30830 shows "ENTER PGM CODE".

• Be sure the handset of the extension 11 is in the cradle and the speakerphone button of the extension 11 is off.

3. To program automatic line access number 9 and the phone number 987-654-3210 into memory location (speed dial access) number 00. (Refer to page 2-5.)



<i>KX-T30830 at extension 11 (Extension 11 must always be KX-T30830.)</i>		
1.	Dial (01) or press the AUTO button.	Display <b>SPEED CALLING</b>
2.	Press the NEXT button.	<b>ENTER SPEED CODE</b>
3.	Dial (00) or press the NEXT button.	<ul style="list-style-type: none"> <li>• If nothing is stored in access code "00", <b>00: NOT STORED</b></li> <li>• If already stored the automatic line access number 9 and the phone number 123-456-7890, <b>00: -123-456-7890</b></li> </ul>
4.	<ol style="list-style-type: none"> <li>① Dial "9".</li> <li>② Press "—" button.</li> <li>③ Dial "987".</li> <li>④ Press "—" button.</li> <li>⑤ Dial "654".</li> <li>⑥ Press "—" button.</li> <li>⑦ Dial "3210".</li> </ol>	<b>00: -987-654-3210</b>
5.	Press the MEMORY button.	<b>00: -987-654-3210</b>
6.	<ul style="list-style-type: none"> <li>• To program a next access code, press the NEXT button.</li> <li>• To program a desired access code, press the SELECT button and then dial the number.</li> </ul>	
7.	Repeat step 4 to 6.	
8.	To return to the initial program mode, press the END button.	<b>ENTER PGM CODE</b>

While programming if a mistake is made,

1. Press the "END" button.
2. Start programming procedure from the beginning.

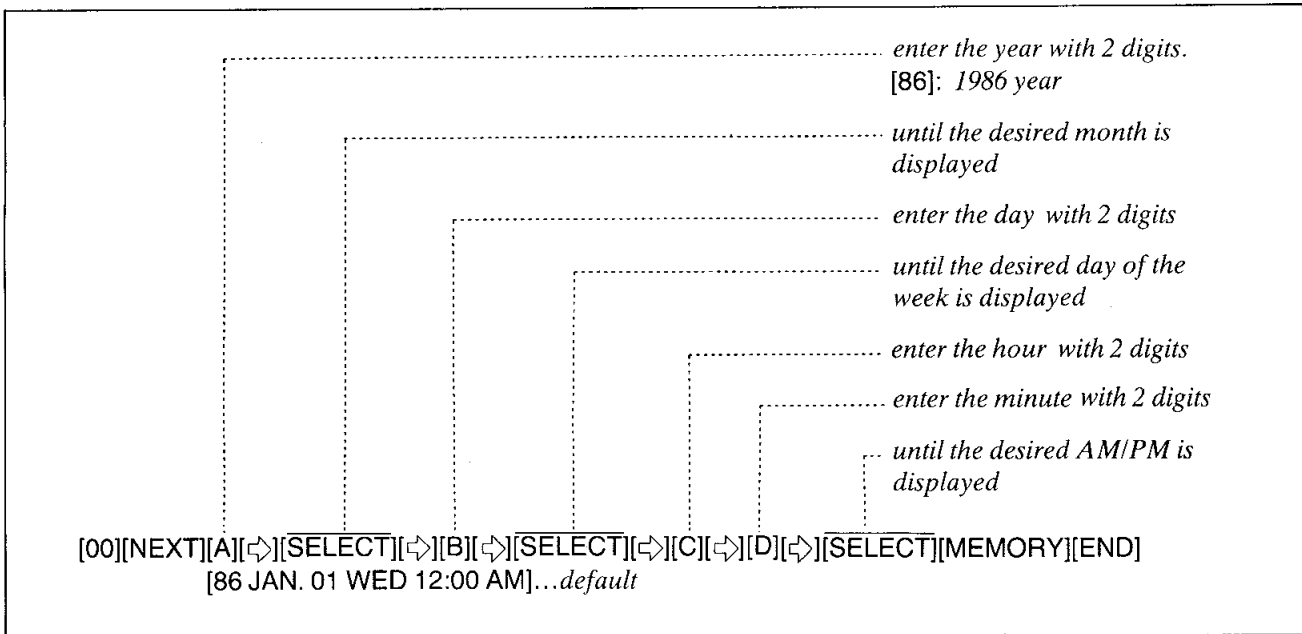
• You will hear the beeps after press the MEMORY button.

• The MEMORY indicator light goes on when the MEMORY button is pressed, and then Indicator light goes out when the NEXT or PREV button is pressed.

4. Return the System Program Switch to SET

■ To make program change, start from the beginning.

## Date and Time



### Description

Entry of the current date and time.

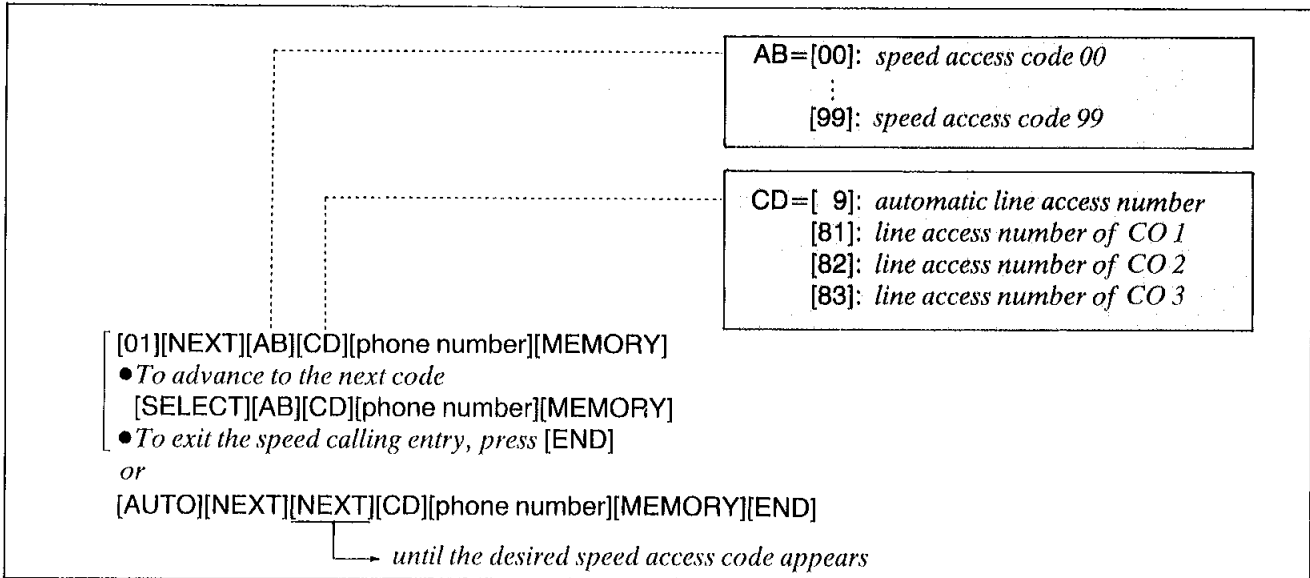
### Programming

1. Dial (00).  
"DAY/TIME SET" will be displayed.
2. Press the NEXT button.  
"86 JAN. 01 WED" will be displayed and "86" will blink.
3. Enter the year (last 2 digits) using the dialing button.
4. Press the "<=>" button and then repeat pressing the SELECT button until the desired month is displayed.
5. Press the "<=>" button and then enter the day with 2 digits.
6. Press the "<=>" button and then repeat pressing the SELECT button until the desired day of the week is displayed.
7. Press the "<=>" button.  
"12: 00 AM" will be displayed.
8. Enter the hour with 2 digits.
9. Press the "<=>" button and then enter the minute with 2 digits.
10. Press the "<=>" button and then repeat pressing the SELECT button until the desired AM/PM is displayed.
11. Press the MEMORY button.
12. To return to the initial program mode, press the END button.

### Condition

- If "<=>" button is pressed, the display will return to the previous sequence in the programming step.
- Instantly after pressing the MEMORY button, new time counting will start.  
But LCD of extension 11 will display new time after the System Program Switch is set to SET.

## System Speed Calling Entry



### Description

100 phone numbers each with up to 32 digits may be entered into programming for speed dialing use from each extension.

Pushing the “\*”, “#”, “PAUSE”, “—” or “FLASH” button counts as 1 digit.

### Programming

1. Dial (01) or press the AUTO button to go into the speed dialing entry mode.  
“SPEED CALLING” will be displayed.
2. Press the NEXT button.  
“ENTER SPEED CODE” will be displayed.
3. Dial (00 through 99) or press the NEXT button, for speed access code entry.  
**Example:**  
When dial (00) or press the NEXT button.  
•The LCD will show “00:NOT STORED” when nothing is stored in speed access code “00”. When the automatic line access number 9 and the phone number 123-456-7890 has been stored, “00: -123-456-7890” will be displayed.

4. Enter the line access number.

9: for automatic selection  
81: for CO 1  
82: for CO 2  
83: for CO 3

5. Enter the phone number.

- You may enter punctuations during a phone number.
- To erase a wrong enter, press the CLEAR button.

6. Press the MEMORY button.

- The memory indicator will be lit.

7. To advance to the next speed access code, press the NEXT button.  
To return to the previous speed access code, press the PREV button.  
To program desired speed access code, press the SELECT button and then dial the speed access code.



8. Repeat steps 4 to 7.
9. To exit the speed dial entry, press the **END** button.
  - The LCD will show the initial program mode, "ENTER PGM CODE".

### To change

Repeat steps 1 to 9.

### To erase after programming

1. Dial (01) or press the **AUTO** button.  
"SPEED CALLING" will be displayed.
2. Press the **NEXT** button.  
"ENTER SPEED CODE" will be displayed.
3. Dial (00 through 99) or press the **NEXT** button, for speed access code entry.  
The speed access code and the phone number will be displayed.
4. Press the **CLEAR** button.
5. Press the **MEMORY** button.
6. To advance to the next speed access code, press the **NEXT** button.  
To return to the previous speed access code, press the **PREV** button.  
To program desired speed access code, press the **SELECT** button and then dial the speed access code.
7. Repeat steps 4 to 6.
8. To exit the speed dial entry, press the **END** button.

### Conditions

- To more the 13 digits of a phone number, use the "↵", or "⏪" button for scrolling the display.
- The LCD will show the stored phone number.
- The line access number (9, 81, 82 or 83) should be stored.
- When dialing, the pause is automatically entered after line access number (9, 81, 82, or 83).
- Continuous use of speed dialing is possible.

#### Example:

[AUTO] [01] [AUTO] [02]

In this case, speed access code "02" should not include the line access number.

There is the phone number directory on page 5-8.

**Examples**

1) To enter line access number 81 and telephone number 201-392-4669 into speed access code 00.

(01 NEXT 00 81- 201-392-4669 MEMORY END)

Speed access code      Telephone number  
   line access number

• If punctuations do not enter during a phone number, LC Display will show as below.  
(00: 812013924669)

2) To enter automatic line access number 9 and telephone number 201-392-4669 into speed access code 02.

(01 NEXT 02 9- 201-392-4669 MEMORY END)

Speed access code      Telephone number  
   automatic line access number

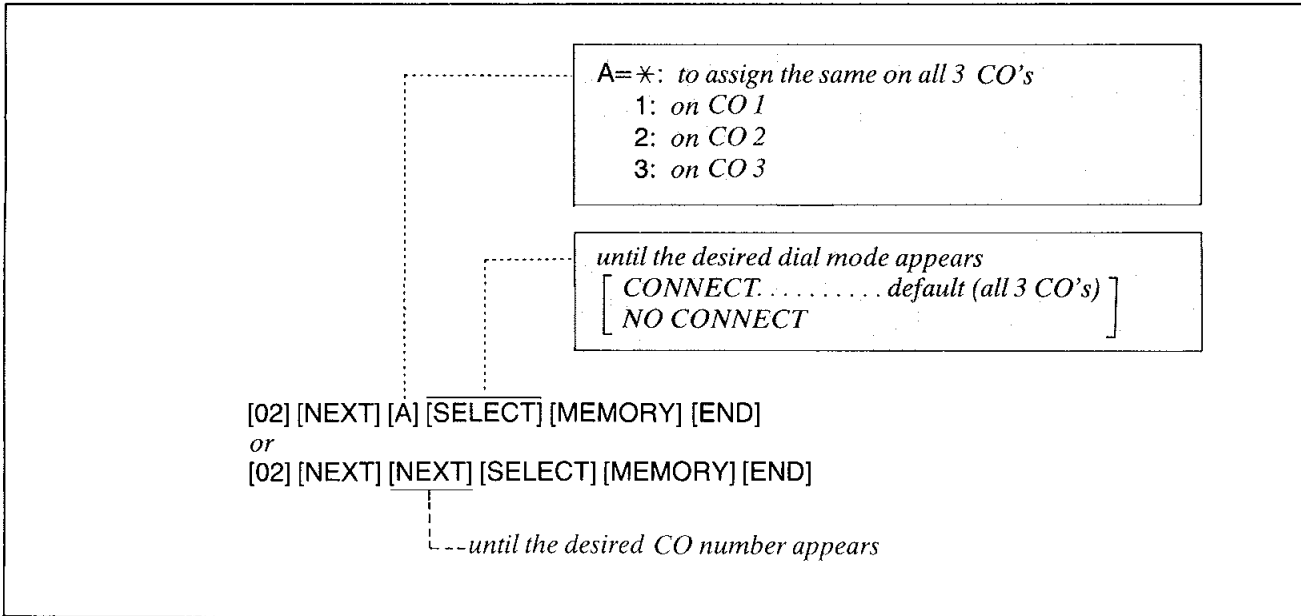
When the dialing mode is required to change a pulse mode to a tone mode. (See page 3-27)

(01 NEXT 02 82- 765-4321 \* # PAUSE PAUSE 201-348-7000 6789 MEMORY END)

pulse mode      tone mode

# button  
\* button

## CO Connection Assignment



### Description

You can program that which outside line is connected and which one is not connected. When an extension automatically selects an idle outside line, the extension can be connected to it quickly.

### Conditions

When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.

- The PREV button allows you to see the entry status in the previous CO connection assignment.

### Programming

1. Dial (02).  
"CO CONNECTION" will be displayed.
2. Press the NEXT button.  
"ENTER CO NO" will be displayed.
3. Press the NEXT button.  
"CO 1: CONNECT" will be displayed and "CONNECT" will blink.
4. Press the SELECT button, to alternate between CONNECT and NO CONNECT to select the desired mode.
5. Press the MEMORY button.  
The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the dialing mode on the other CO lines.
7. To return to the initial program mode, press the END button.

#### Example:

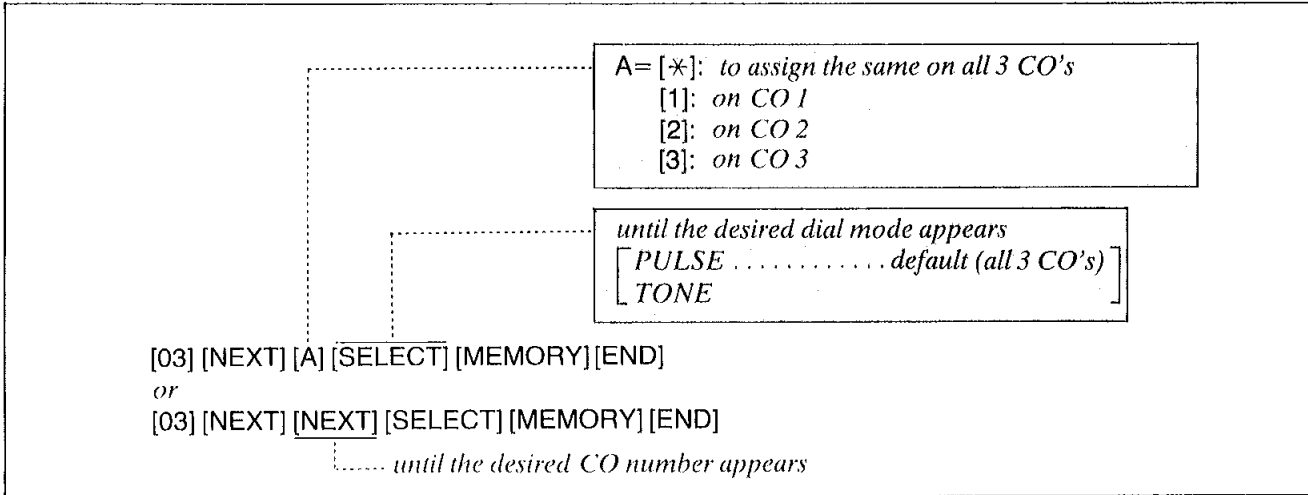
CO 1 and 2 ..... CONNECT  
CO 3 ..... NO CONNECT

1. [02] [NEXT] [(NEXT) or (1)] [MEMORY]
2. [NEXT] [MEMORY]
3. [NEXT] [SELECT] [MEMORY] [END]

### Programming Table

See page 5-10.

## Dial Mode (Tone/Pulse) Selection



### Description

Allows the user to select the dialing mode (tone or pulse) on each CO (Central Office) Line.

#### •TONE Dial Mode

The dial signal from the extension (with tone or pulse dial mode) will be converted to TONE. TONE will then be transmitted to the Central Office.

#### •PULSE Dial Mode

The dial signal from the extension (with tone or pulse dial mode) will be converted to PULSE. PULSE will then be transmitted to the Central Office.

### Programming

1. Dial (03).  
"CO DIAL MODE" will be displayed.
2. Press the NEXT button.  
"ENTER CO NO" will be displayed.
3. Press the NEXT button.  
"CO 1: PULSE" will be displayed and "PULSE" will blink.
4. Press the SELECT button to alternate between TONE and PULSE.
5. Press the MEMORY button.  
The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the dialing mode on the other central office lines.
7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.

- The PREV button allows you to see the entry status in the previous CO dial mode.
- If your extension is not a KX-T30830, KX-T30820 or KX-T30850 but a standard telephone, and the dial tone frequency of CO Line is 600 Hz, the KX-T30810 is used for only pulse dial mode of CO Line.
- If the KX-T30810 is installed behind a host PBX which receives both tone and pulse dial mode, the KX-T30810 must be used only tone dial mode.

#### Example:

- TONE on the CO 1=  
[03] [NEXT] [1] [SELECT] [MEMORY] [END]  
or  
[03] [NEXT] [NEXT] [SELECT] [MEMORY] [END]
- PULSE on the CO 2=  
[03] [NEXT] [2] [MEMORY] [END]  
or  
[03] [NEXT] [NEXT] [NEXT] [MEMORY] [END]

	To make program change		
	1	2	3
CO			
Tone (DTMF) mode	×		
Pulse mode		×	

### Programming Table

See page 5-10.

## Switching Mode (Day/Night Service)

until the desired mode appears  
[ MAN . . . . . default ]  
[ AUTO . . . . . ]

[04] [NEXT] [SELECT] [MEMORY] [END]

### Description

Allows Day/Night service to be selected manually or automatically.

In case of manual switching, refer to "Flexible Night Service" page 3-35.

In case of automatic switching, set the "Starting Time (Day/Night Service)" page 2-11.

The following features should be set.

- "Flexible Day Outward Dialing Assignment" page 2-13
- "Flexible Night Outward Dialing Assignment" page 2-14
- "Flexible Day Ringing Assignment" page 2-15
- "Flexible Night Ringing Assignment" page 2-16

### Programming

1. Dial (04).  
"DAY/NIGHT MODE" will be displayed.
2. Press the NEXT button.  
"MODE CHANGE:MAN" will be displayed and "MAN" will blink.
3. Press the SELECT button to alternate between "MAN" and "AUTO" to select the desired mode.
4. Press the MEMORY button.  
The blinking LCD will stop.
5. To return to the initial program mode, press the END button.

### Conditions

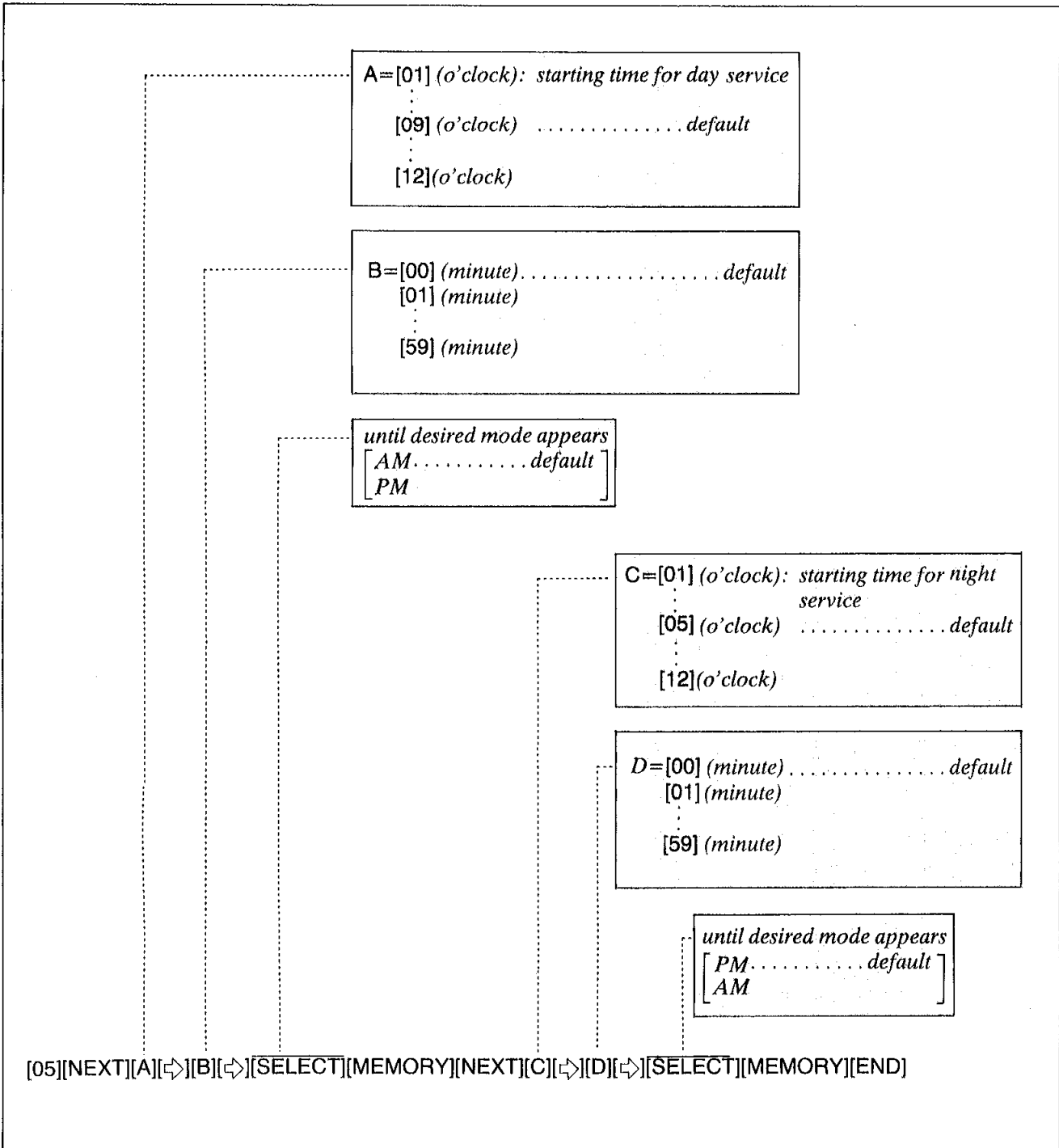
When the Switching mode (Day/Night Service) is set to "AUTO", the present Day/Night Service mode doesn't change just after you programmed. To change the present mode, manual operation is required.

After you selected the Starting time (Day/Night Service) page 2-11, select the present Day/Night mode by "Flexible Night Service" page 3-35.

### Programming Table

See page 5-10.

## Starting Time (Day/Night Service)



## Description

If you select automatic switching mode for day/night service, enter a starting time. Refer to "Switching Mode (Day/Night Service)" page 2-10.

## Programming

1. Dial (05).  
"DAY/NIGHT TIME" will be displayed.
2. Press the NEXT button.  
"DAY: 09:00 AM" will be displayed as a default value and "09" will blink.
3. Enter a starting time for day service using 2 digits.
4. Press the "↵" button.  
"00" will blink.
5. Enter the minute using 2 digits.
6. Press the "↵" button.  
"AM" will blink.
7. Press the SELECT button to alternate between "AM" and "PM" to select the correct setting.
8. Press the MEMORY button.
9. Press the NEXT button.  
"NIGHT: 05:00 PM" will be displayed as a default value and "05" will blink.
10. Enter a starting time for night service using 2 digits.
11. Press the "↵" button.  
"00" will blink.
12. Enter the minute using 2 digits.
13. Press the "↵" button.  
"PM" will blink.
14. Press the SELECT button to alternate between "AM" and "PM" to select the correct setting.
15. Press the MEMORY button.
16. To return to the initial program mode, press the END button.

## Conditions

- If the NEXT button is pressed at step 3 through 7, the display will advance to the "Night Time input" mode (step 9). The operations of step 3 through 7 are not stored.
- If the PREV button is pressed at step 10 through 14, the display will return to the "day time input" mode (step 2). The operations of step 10 through 14 are not stored.

### Example:

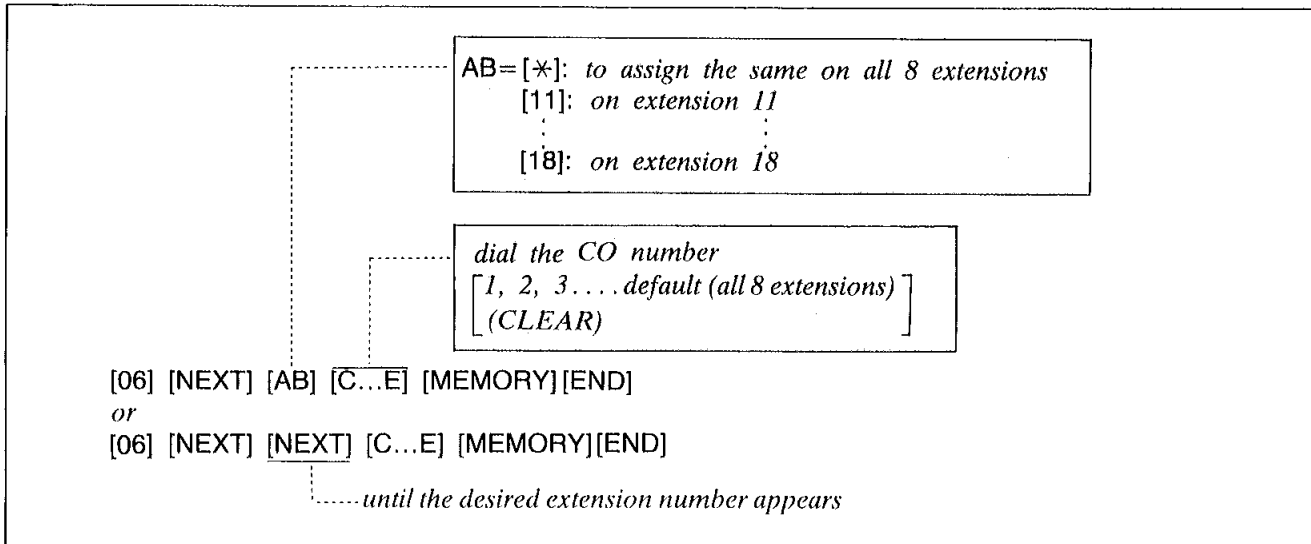
8:30 AM... starting time for day plan  
6:30 PM... starting time for night plan

```
[05][NEXT][08][↵][30][↵][MEMORY][NEXT][06]
[↵][30][↵][MEMORY][END]
```

## Programming Table

See page 5-10.

## Flexible Day Outward Dialing Assignment



### Description

Through programming, you can select which extensions may be used for outward dialing by using the day mode of operation.

### Programming

1. Dial (06).  
"DAY: OUT CO" will be displayed.
2. Press the NEXT button.  
"ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
"11: CO 1, 2, 3" will be displayed and "1, 2, 3" will blink.
4. Dial the CO number to be entered.  
The desired combination of CO Lines will be displayed.  

To prohibit dialing, press the CLEAR button instead of CO number.  
 "11: CO....." will be displayed.
5. Press the MEMORY button.  
The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the assignment on the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the CO assignment.

### Example: COMPANY XYZ

Company XYZ wants only extension 11 and 15 to have access to CO 1, 2 and 3 on outgoing calls during the day. Extensions 12, 13, 14, 16, 17 and 18 are to be programmed for access to only CO 1 and 2.

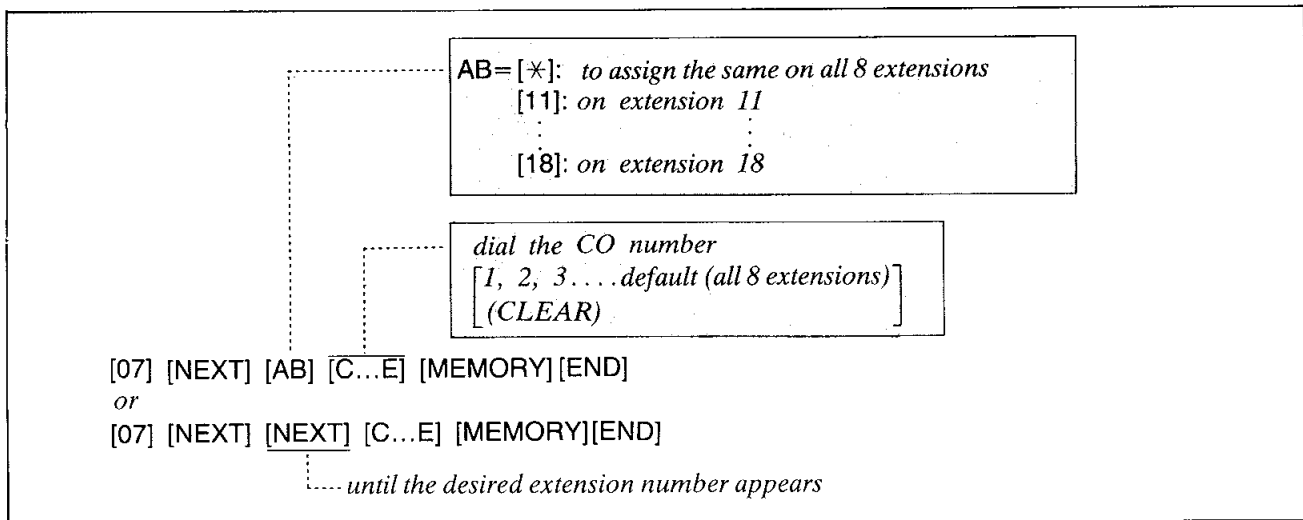
1. [06] [NEXT] [(NEXT) or (11)] [1] [2] [3] [MEMORY]
2. [NEXT] [1] [2] [MEMORY]
3. [NEXT] [1] [2] [MEMORY]
4. [NEXT] [1] [2] [MEMORY]
5. [NEXT] [1] [2] [3] [MEMORY]
6. [NEXT] [1] [2] [MEMORY]
7. [NEXT] [1] [2] [MEMORY]
8. [NEXT] [1] [2] [MEMORY] [END]

### Programming Table

See page 5-10.



## Flexible Night Outward Dialing Assignment



### Description

Through programming, you can select which extensions may be used for outward dialing by using the night mode of operation.

### Programming

1. Dial (07).  
"NIGHT: OUT CO" will be displayed.
2. Press the NEXT button.  
"ENTER EXT NO." will be displayed.  
prompt entering extension number.
3. Press the NEXT button.  
"11: CO 1, 2, 3" will be displayed and "1, 2, 3" will blink.
4. Dial the CO numbers to be entered.  
The desired combination of CO Lines will be displayed.  
[To prohibit dialing, press the CLEAR button instead of CO number.  
"11: CO....." will be displayed.
5. Press the MEMORY button.  
The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the assignment on the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the CO assignment.

### Example: COMPANY XYZ

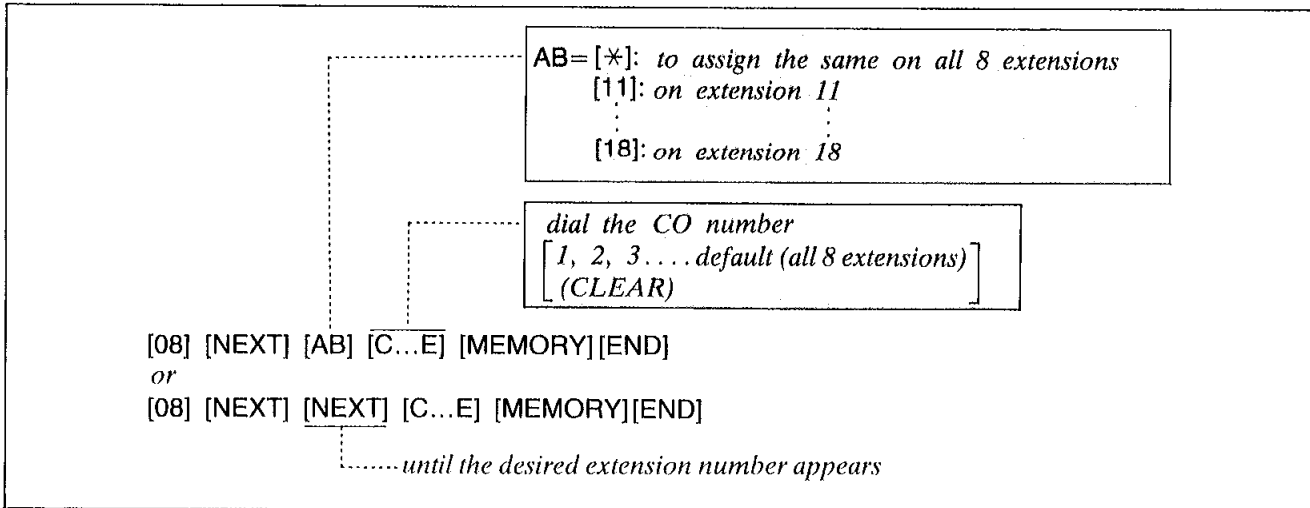
Company XYZ wants extensions 11, 13 and 16 to have access to CO 1, 2 and 3 on outgoing calls during the night. Extensions 12, 14, 15, 17 and 18 are to be programmed for access to only CO 1 and 2.

1. [07] [NEXT] [(NEXT) or (11)] [1] [2] [3] [MEMORY]
2. [NEXT] [1] [2] [MEMORY]
3. [NEXT] [1] [2] [3] [MEMORY]
4. [NEXT] [1] [2] [MEMORY]
5. [NEXT] [1] [2] [MEMORY]
6. [NEXT] [1] [2] [3] [MEMORY]
7. [NEXT] [1] [2] [MEMORY]
8. [NEXT] [1] [2] [MEMORY] [END]

### Programming Table

See page 5-10.

## Flexible Day Ringing Assignment



### Description

Through programming, you can select which extensions will ring on incoming calls from the Central Office during the day time.

### Programming

1. Dial (08).  
 "DAY: IN CO" will be displayed.
2. Press the NEXT button.  
 "ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
 "11: CO 1, 2, 3" will be displayed and "1, 2, 3" will blink.
4. Dial the CO numbers to be entered.  
 The desired combination of CO Line will be displayed.  
 [To prohibit ringing, press the CLEAR button instead of CO number.  
 "11: CO....." will be displayed.
5. Press the MEMORY button.  
 The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the assignment on the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the CO assignment.

### Example:

Incoming calls from Central Office during the day are programmed to ring at extension 11 only.

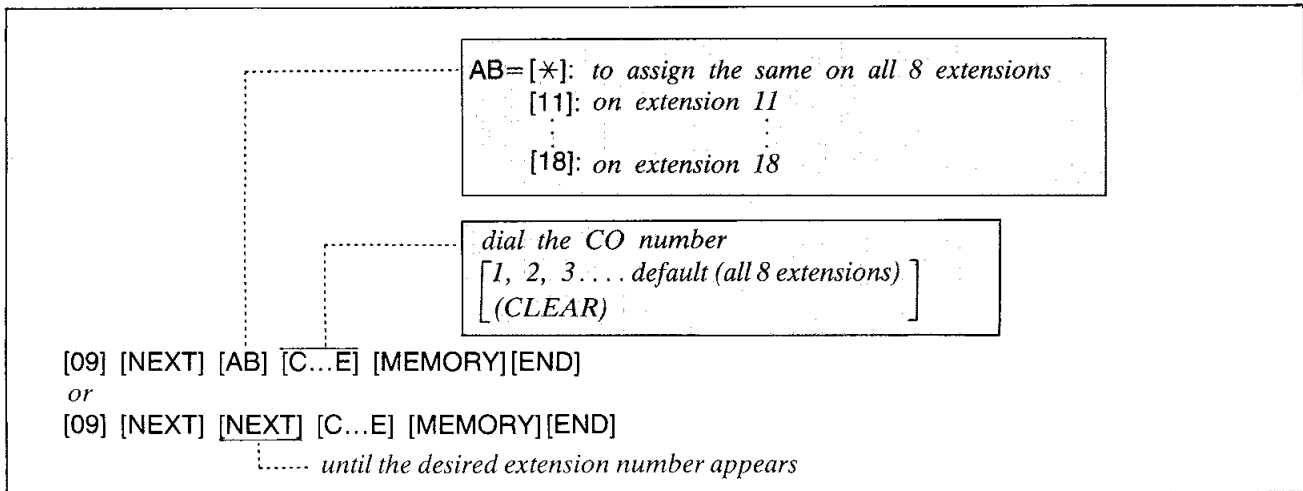
1. [08] [NEXT] [\*] [CLEAR] [MEMORY]
2. [NEXT] [1] [2] [3] [MEMORY] [END]

Extensions	To make program change							
	11	12	13	14	15	16	17	18
CO 1	x							
CO 2	x							
CO 3	x							

### Programming Table

See page 5-11.

## Flexible Night Ringing Assignment



### Description

Through programming, you can select which extensions will ring during the night time on incoming calls from the Central Office.

### Programming

1. Dial (09).  
 "NIGHT: IN CO" will be displayed.
2. Press the NEXT button.  
 "ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
 "11: CO 1, 2, 3" will be displayed and "1, 2, 3" will blink.
4. Dial the CO numbers to be entered.  
 The desired combination of CO Line will be displayed.  
 [To prohibit ringing, press the CLEAR button instead of CO number.  
 "11: CO....." will be displayed.
5. Press the MEMORY button.  
 The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the assignment of the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the CO assignment.

### Example: COMPANY XYZ

Company XYZ would like all incoming calls to ring at all extensions during the nighttime.

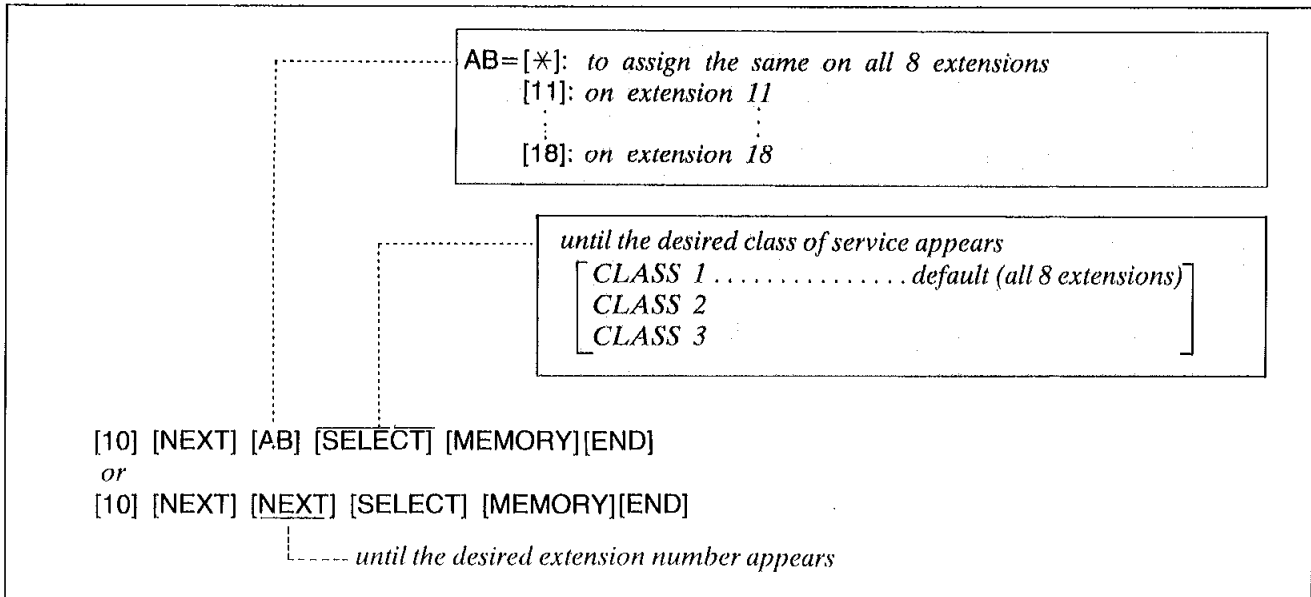
[09] [NEXT] [\*] [1][2][3] [MEMORY] [END]

Extensions	To make program change							
	11	12	13	14	15	16	17	18
CO 1	x	x	x	x	x	x	x	x
CO 2	x	x	x	x	x	x	x	x
CO 3	x	x	x	x	x	x	x	x

### Programming Table

See page 5-11.

## Toll Restriction—Class Assignment



### Description

Toll restriction can help eliminate telephone abuse and contribute to controlling telephone costs.

There are three service of classes available for each extension.

	Service Class Selections	
	Allowed	Denied
1	all calls	
2	any calls other than specific area-code programmed	10 area codes programmed (Memory location) (00~09)
3	any calls other than specific area-code programmed	20 area codes programmed (Memory location) (00~19)

\*For Service Class 2 and 3, see "Toll Restriction—Area Code Selection" on page 2-18.

### Programming

1. Dial (10).  
"TOLL RESTRICTION" will be displayed.
2. Press the NEXT button.  
"ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
"11: CLASS 1" will be displayed and "1" will blink.
4. Repeat pressing the SELECT button until the desired class is displayed.
5. Press the MEMORY button.  
The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the assignment on the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

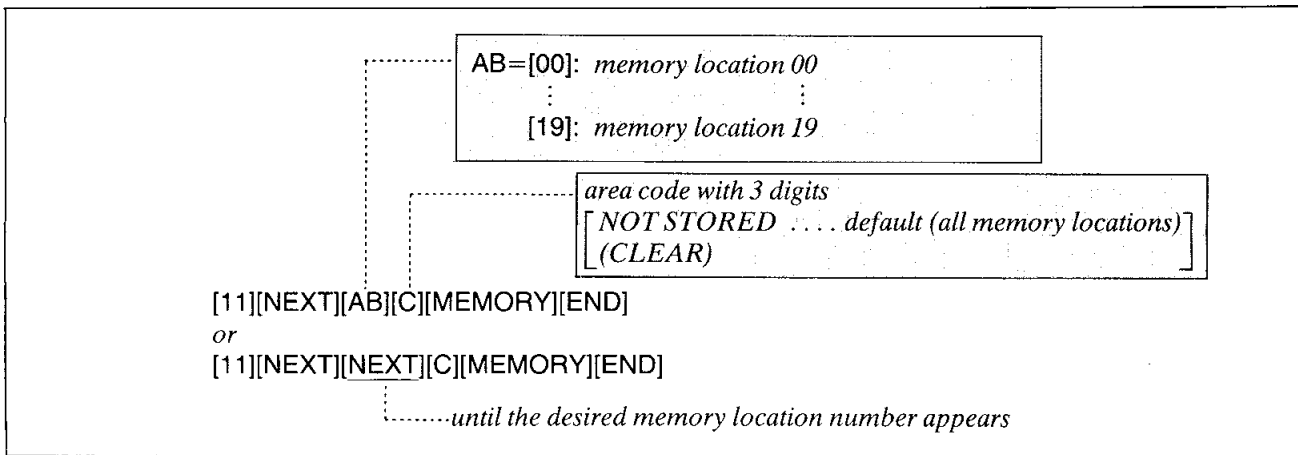
When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the service class assignment.

### Programming Table

See page 5-11.

## Toll Restriction—Area Code Selection



### Description

For Service Class 2 or 3 (see “Toll Restriction”) up to 10 or 20 area codes can be selected for use in toll dialing.

Area codes programmed will be denied. All extensions programmed for Service Class Selections shall be assigned to the same area code selection plan.

- Memory locations 00~09 are effective to class 2 and 3.
- Memory locations 10~19 are effective to only Class 3.

### Programming

When Service Class 3 is programmed;

1. Dial (11).  
“RESTRC AREA CODE” will be displayed.
2. Press the NEXT button.  
“ENTER CODE NO.” will be displayed.
3. Dial (00 through 19) or press the NEXT button.  
**Example:**  
When dial (00) or press the NEXT button.  
• The LCD will show “00:NOT STORED” when nothing is stored in memory location number “00”.  
When the area code 212 has been stored, “00:212” will be displayed.
4. Dial the area code, with 3 digits.  
• To erase a wrong enter, press the CLEAR button.
5. Press the MEMORY button.  
• The memory indicator will be lit.

6. To advance to the next memory location number, press the NEXT button.  
To return to the previous memory location number, press the PREV button.  
To go to the desired memory location number, press SELECT button and dial the memory location number.
7. Repeat steps 4 to 6.
8. To return to the initial program mode, press the END button.

### Conditions

- An area code should consist of 3 digits.
- \* substitutes for any numbers, see the following example.

#### Example:

To deny extension 14 to have access to the area codes 321, 09 and 8 in the service class 2.

Step 1...[10][NEXT][14][SELECT]  
[MEMORY][END]

Step 2...[11][NEXT][NEXT][321][MEMORY]  
[NEXT][09 \*][MEMORY]  
[NEXT][8 \* \*][MEMORY][END]

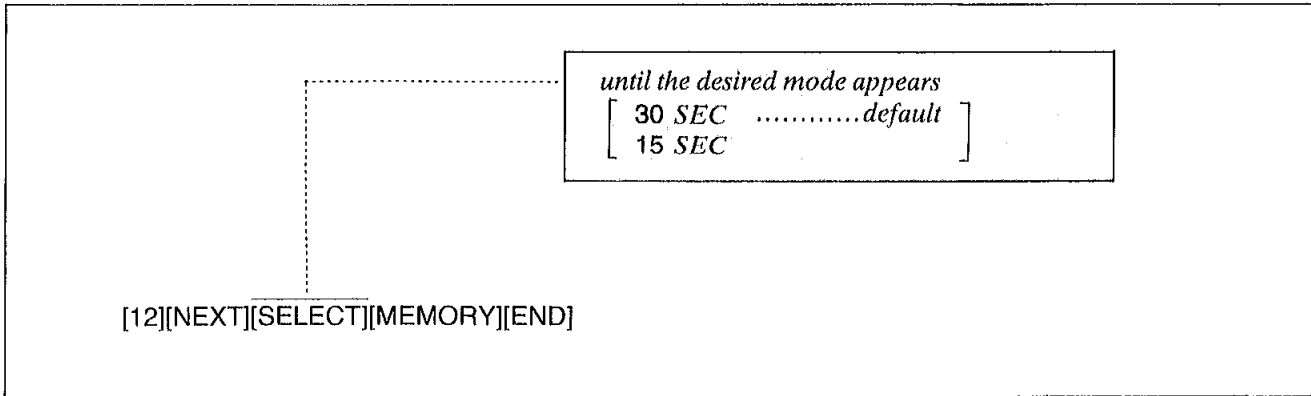
09\*...disables the area code which starts with 09.

8\* \*...disables the area code which has 8 on the first digit.

### Programming Table

See page 5-11.

## Call Back Time



### Description

When a call is transferred to any extension, other extension did not receive the transferred call within 30 seconds, the call will return to you.

This time may be changed to 15 seconds.

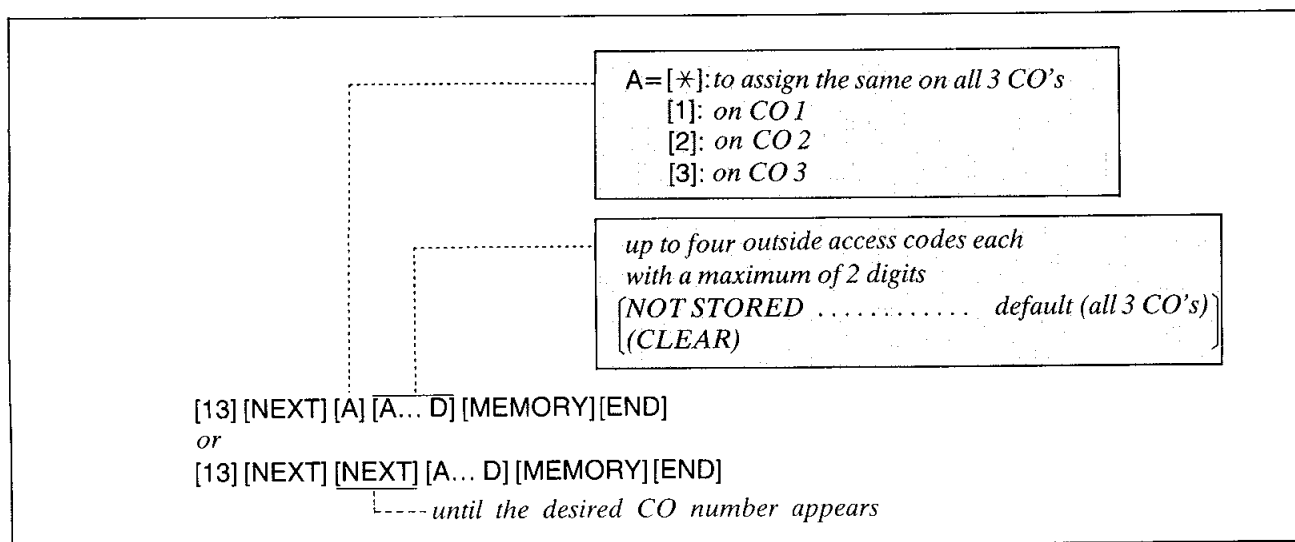
### Programming

1. Dial (12).  
"CALL BACK TIME" will be displayed.
2. Press NEXT button.  
"30 SEC" will be displayed and blink.
3. Press the SELECT button to alternate between "30 SEC" and "15 SEC" to select the desired mode.
4. Press the MEMORY button.  
The blinking LCD will stop.
5. To return to the initial program mode press the END button.

### Programming Table

See page 5-11.

## Host PBX Access Codes Assignment



### Description

When the system, KX-T30810, is installed behind a host PBX, the host PBX may require a pause time to access Central Office Lines. This feature enables the host PBX to automatically pause via programming the outward dialing access codes of the host PBX.

6. Repeat steps 3 to 5 to program each of the CO's of the KX-T30810.

7. To return to the initial program mode, press the END button.

### Programming

1. Dial (13).

"HOST PBX ACCESS" will be displayed.

2. Press the NEXT button.

"ENTER CO NO" will be displayed.

3. Press the NEXT button.

- The LCD will show "CO1: NOT STORED" when nothing is stored in CO1. When the outside access codes 9, 31 has been stored, "CO1:9, 31" will be displayed.

4. Enter up to four outward access codes each with a maximum of 2 digits, punctuating each code with the  button.

- To erase a wrong enter, press the CLEAR button.

5. Press the MEMORY button.

### Conditions

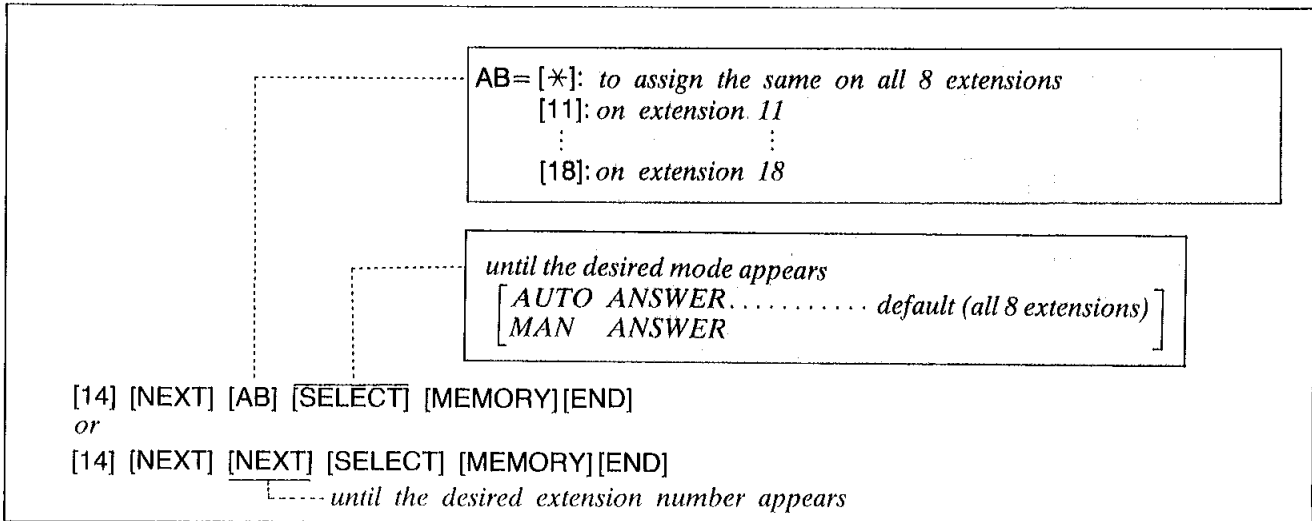
When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous CO for displaying the host PBX access codes assignment.

### Programming Table

See page 5-11.

## Automatic Answering (Automatic/Manual) Selection



### Description

By programming either automatic or manual answering can be set. The auto mode allows the user to answer incoming outside calls simply by lifting the handset, while if programmed to the manual mode, the user must lift the handset and press the flashing CO button.

### Programming

1. Dial (14).  
 "CO ANSWER MODE" will be displayed.
2. Press the NEXT button.  
 "ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
 "11: AUTO ANSWER" will be displayed and "AUTO" will blink.
4. Press the SELECT button to alternate between AUTO ANSWER and MAN ANSWER to select the desired mode.
5. Press the MEMORY button.  
 The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the mode selection of the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the automatic answering selection.

### Examples:

- AUTO ANSWER mode on the extension 11  
 [14] [NEXT] [11] [MEMORY][END]  
 or  
 [14] [NEXT] [NEXT] [MEMORY][END]
- MANUAL ANSWER mode on the extension 12  
 [14] [NEXT] [12] [SELECT] [MEMORY][END]  
 or  
 [14] [NEXT] [NEXT] [NEXT] [SELECT] [MEMORY][END]

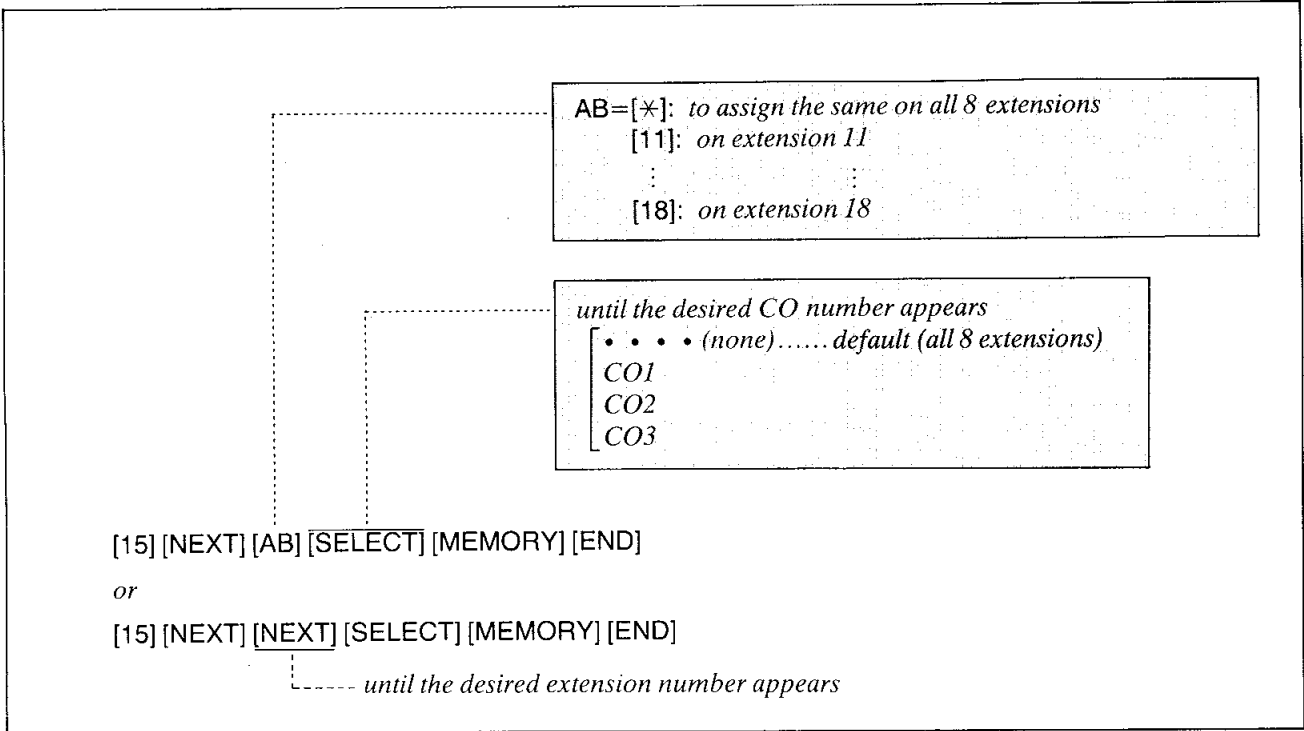
	To make program change							
	11	12	13	14	15	16	17	18
Automatic	×							
Manual		×						

### Programming Table

See page 5-11.



## Preferred Line Assignment



### Description

When any incoming calls from the Central Office are received at the same time, you can receive the call on the preferred line.

### Programming

1. Dial (15).  
 "PREFERRED LINE" will be displayed.
2. Press the NEXT button.  
 "ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
 "11: ••••" will be displayed and  
 "••••" will blink.
4. Repeat pressing the SELECT button until the desired CO number is displayed.
5. Press the MEMORY button.  
 The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the assignment of the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

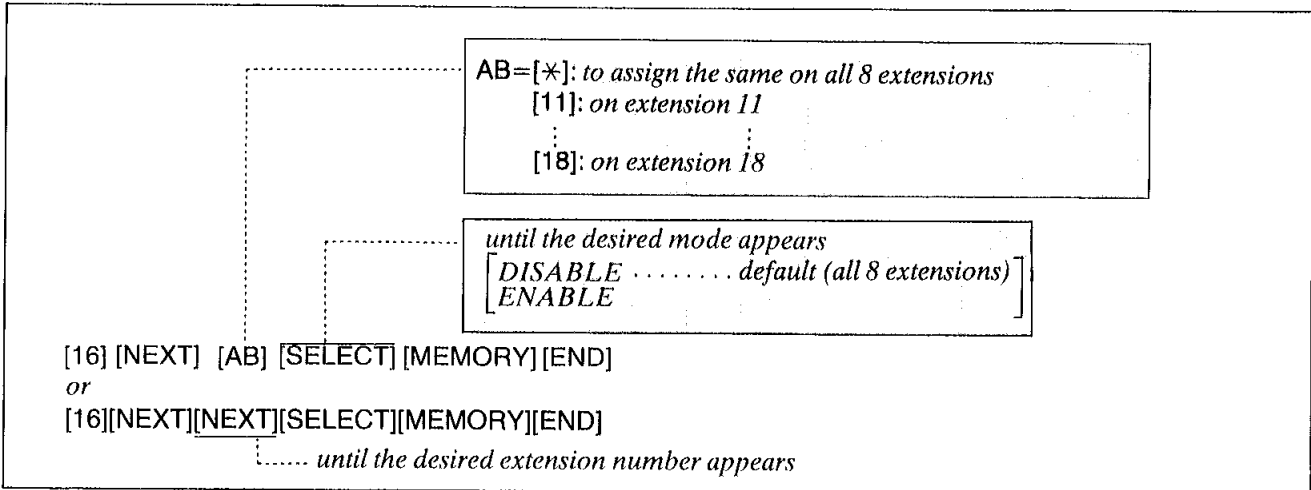
When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the preferred line assignment.

### Programming Table

See page 5-12.

## Programmable Call Waiting



### Description

During a conversation, call waiting tone will be heard when the third party on the outside or intercom calls you.  
 Call waiting tone can be removed or added at customer's request.  
 Set to "ENABLE" for call waiting.

5. Press the MEMORY button.  
The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the assignment of the other extensions.
7. To return to the initial program mode, press the END button.

### Programming

1. Dial (16).  
"CALL WAITING" will be displayed.
2. Press the NEXT button.  
"ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
"11: DISABLE" will be displayed and "DISABLE" will blink.
4. Press the SELECT button, to alternate between ENABLE and DISABLE to select the desired mode.

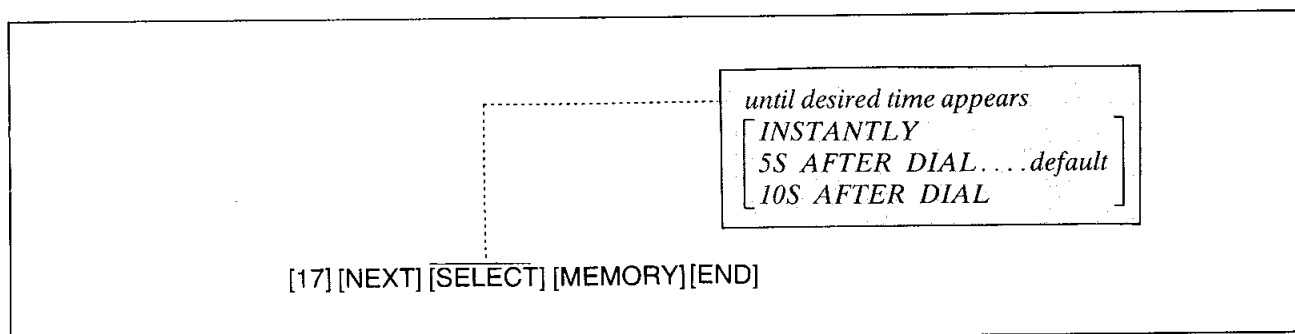
### Conditions

- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the call waiting selection.

### Programming Table

See page 5-12.

## Duration Time Count Start Mode



### Description

The duration time of the conversation is displayed.

Program the start time of the timing.

- Instantly after the CO line is captured.
- 5 seconds after the dialing
- 10 seconds after the dialing

### Example:

10 seconds after the dialing

= [17] [NEXT] [SELECT] [MEMORY] [END]

### Programming Table

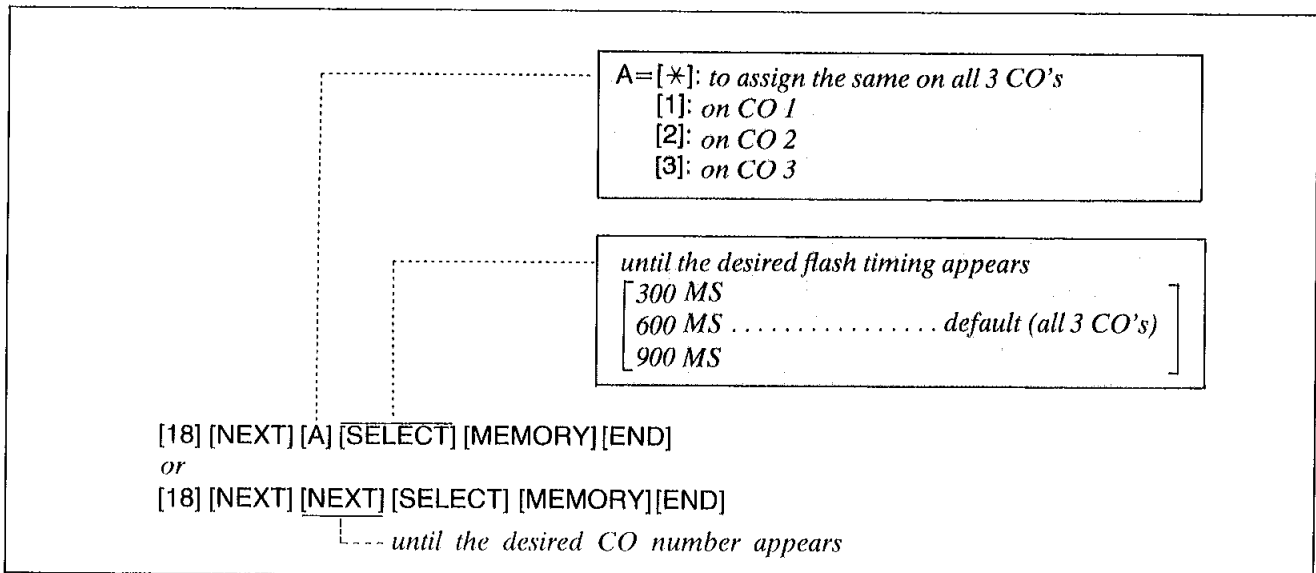
See page 5-12.

### Programming

1. Dial (17).
  - "DURAT-TIME COUNT" will be displayed.
2. Press the NEXT button.
  - "5S AFTER DIAL" will be displayed and blink.
3. Repeat pressing the SELECT button until the desired time (INSTANTLY, 5S AFTER DIAL, 10S AFTER DIAL) is displayed.
4. Press the MEMORY button.

The blinking LCD will stop.
5. To return to the initial program mode, press the END button.

## Hookswitch Flash Timing



### Description

The timing of the hookswitch flash signal must be within the requirements from your Central Office.

There are three choices available 0.3, 0.6 or 0.9 second.

### Programming

1. Dial (18).  
"FLASH TIME SET" will be displayed.
2. Press the NEXT button.  
"ENTER CO NO" will be displayed.
3. Press the NEXT button.  
"CO 1: 600 MS" will be displayed and "600 MS" will blink.
4. Repeat pressing the SELECT button until the desired value is displayed.
5. Press the MEMORY button.  
The blinking LCD will stop.
6. Repeat steps 3 to 5, to set the hookswitch timing of the other CO's.
7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous CO for displaying the hookswitch flash timing.

#### Example:

- 0.3 sec on all 3 CO=

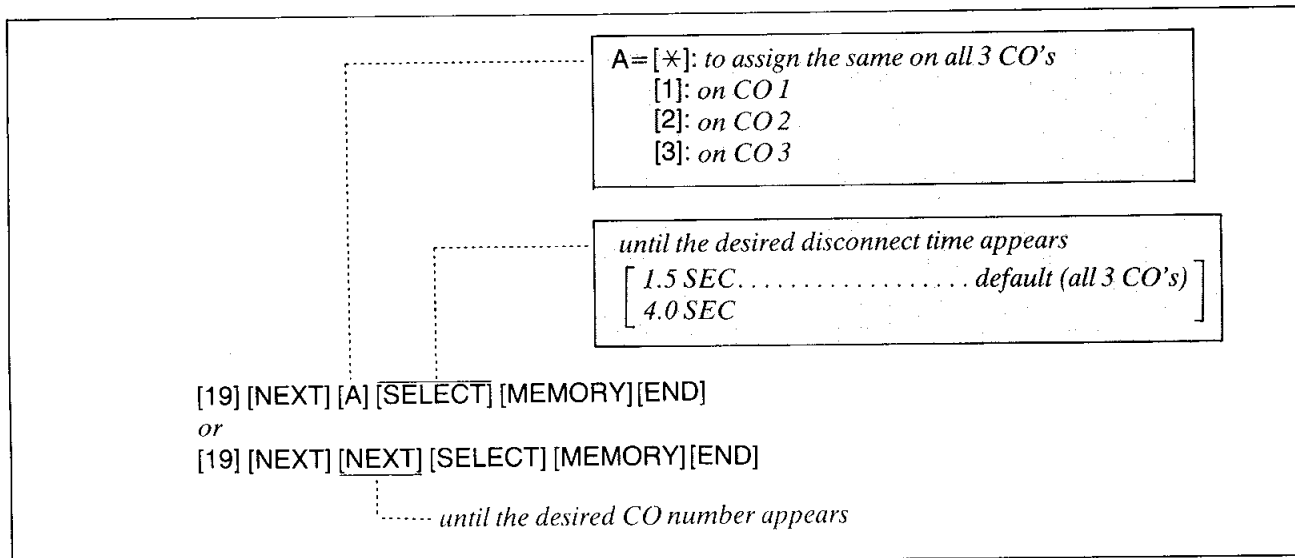
[18] [NEXT] [\*] [SELECT] [SELECT] [MEMORY] [END]

CO (s)	To make program change		
	1	2	3
300 msec	x	x	x
600 msec			
900 msec			

### Programming Table

See page 5-12.

## Disconnect Time



### Description

A certain amount of time is needed for a outside call to be released, this is necessary so that new calls may be attempted after disconnecting with the previous calls.

There are two choices available, 1.5 and 4.0 seconds.

The time you select must be longer than the requirements from your Central Office or host PBX.

### Programming

1. Dial (19).  
"DISCONNECT TIME" will be displayed.
2. Press the NEXT button.  
"ENTER CO NO" will be displayed.
3. Press the NEXT button.  
"CO 1: 1.5 SEC" will be displayed and "1.5 SEC" will blink.
4. Press the SELECT button to alternate between 1.5 sec and 4.0 sec.
5. Press the MEMORY button.  
The blinking LCD will stop.

6. Repeat steps 3 to 5, to set the disconnect time for the other CO's.

7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous CO for displaying the disconnect time.

#### Example:

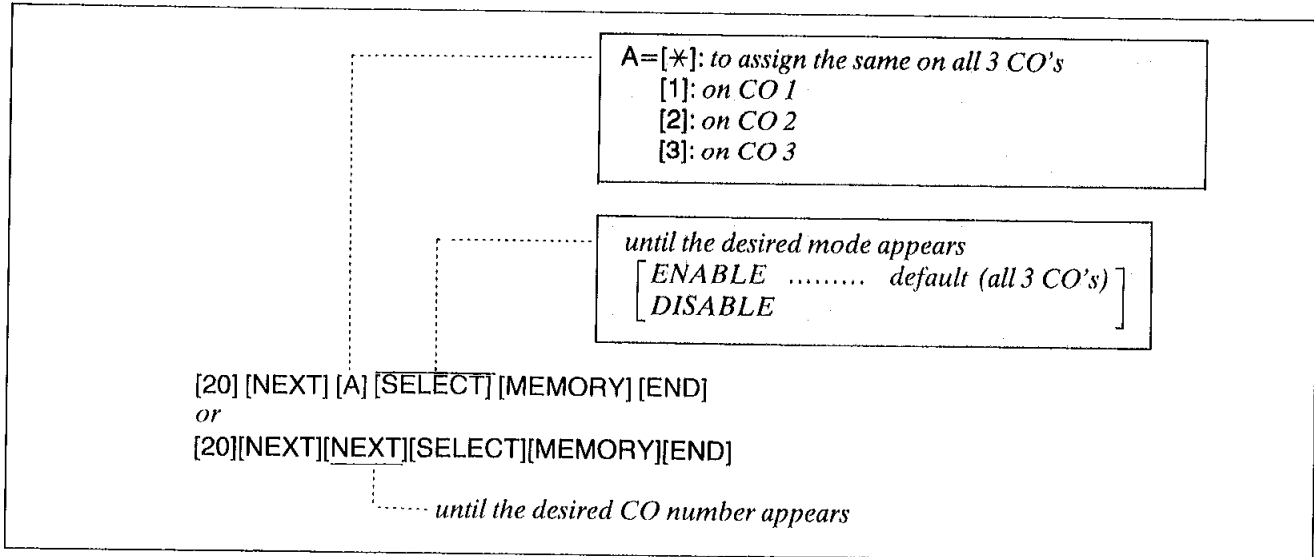
- 4.0 sec on all 3 CO=  
[19] [NEXT] [\*] [SELECT] [MEMORY][END]

CO(s)	To make program change		
	1	2	3
1.5 sec			
4.0 sec	x	x	x

### Programming Table

See page 5-12.

## Calling Party Control (CPC) Signal



### Description

To detect that an outside party has hung up and then terminate the outside (after a conversation, conference etc.) a CPC signal is needed. CPC signal can be removed or added at customer's request.

### Programming

1. Dial (20).  
"CPC DETECTION" will be displayed.
2. Press the NEXT button.  
"ENTER CO NO" will be displayed.
3. Press the NEXT button.  
"CO 1: ENABLE" will be displayed and "ENABLE" will blink.
4. Press the SELECT button, to alternate between ENABLE and DISABLE to select the desired mode.
5. Press the MEMORY button.  
The blinking LCD will stop.

6. Repeat steps 3 to 5, to program the assignment of the other CO's.
7. To return to the initial program mode, press the END button.

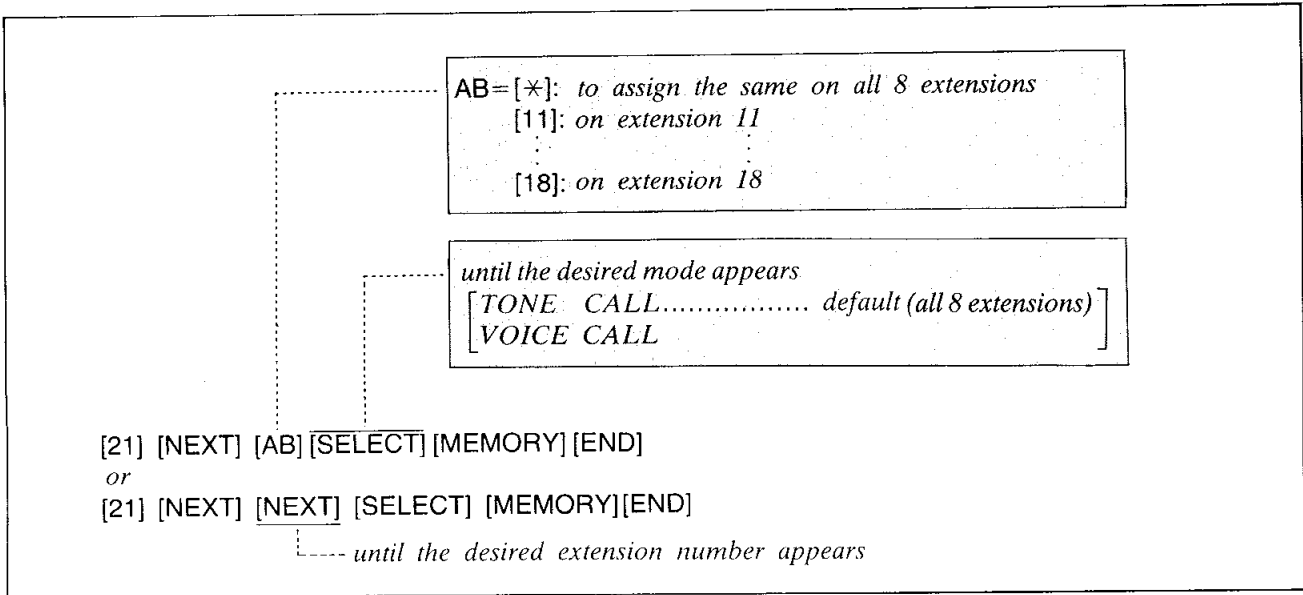
### Conditions

- When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous CO for displaying the calling party control signal selection.

### Programming Table

See page 5-12.

## Intercom Alerting Mode



### Description

The intercom alerting mode (tone alerting/voice alerting) at a receiving extension can be selected through programming.

**TONE...**Tone alerting (ringing) sounds at the receiving extension.

**VOICE...**Voice alerting instead of Tone alerting is heard through the speaker on the receiving extension.

### Programming

1. dial (21).  
"INTCOM CALL MODE" will be displayed.
2. Press the NEXT button.  
"ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
"11: TONE CALL" will be displayed and "TONE" will blink.
4. Press the SELECT button to alternate between TONE CALL and VOICE CALL to select the desired mode.
5. Press the MEMORY button.  
The blinking LCD will stop.
6. Repeat steps 3 to 5 to program the call mode of the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the alerting mode.

#### Example:

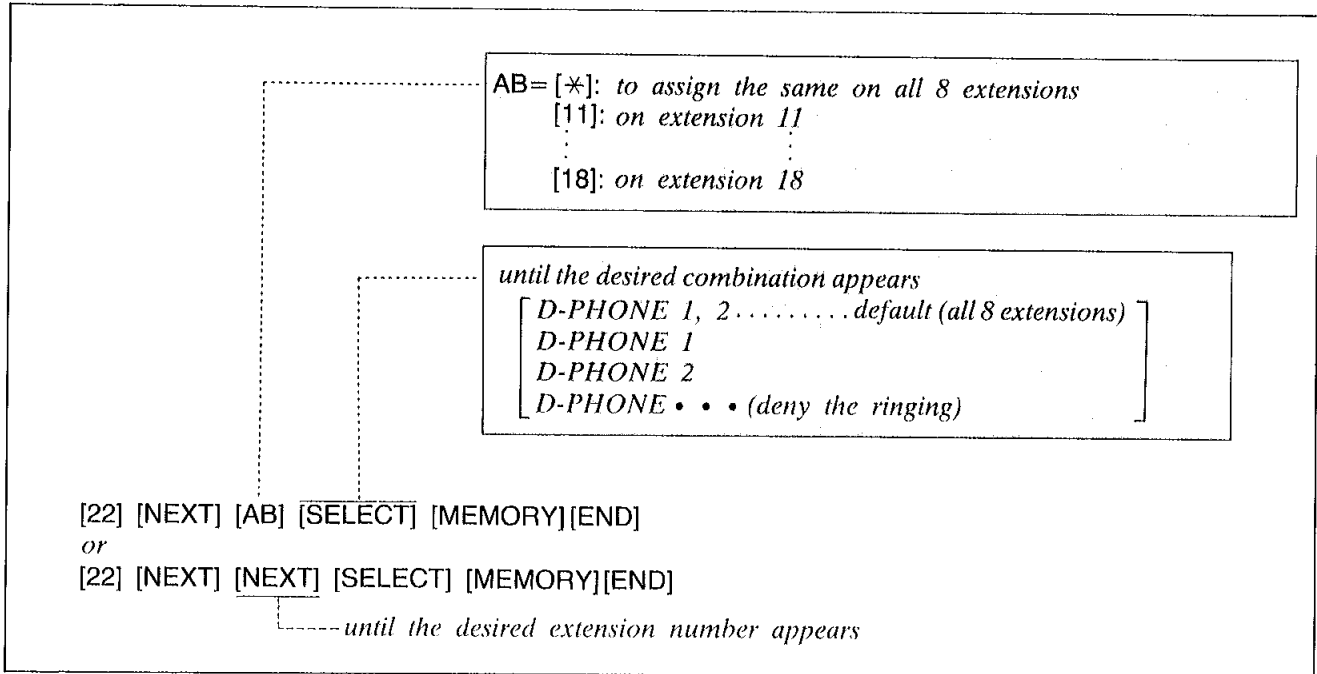
- VOICE CALL on the extension 13  
 [21] [NEXT] [13] [SELECT] [MEMORY] [END]

	To make program change							
	11	12	13	14	15	16	17	18
Extensions								
Tone call								
Voice call			x					

### Programming Table

See page 5-12.

## Programmable Doorphone



### Description

Allows each extension to be programmed for receiving calls from up to 2 doorphones. A doorphone is option.

### Programming

1. Dial (22).  
"DOOR PHONE RCV" will be displayed.
2. Press the NEXT button.  
"ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
"11: D-PHONE 1, 2" will be displayed and "1, 2" will blink.
4. Repeat pressing the SELECT button until the desired combination of doorphones (which are to be connected to that extension) is displayed.
5. Press the MEMORY button.  
The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the combination of the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the doorphone assignment.

### Example:

- To allow extension 12 to receive from D-PHONE 2  
 [22] [NEXT] [12] [SELECT] [SELECT]  
 [MEMORY] [END]

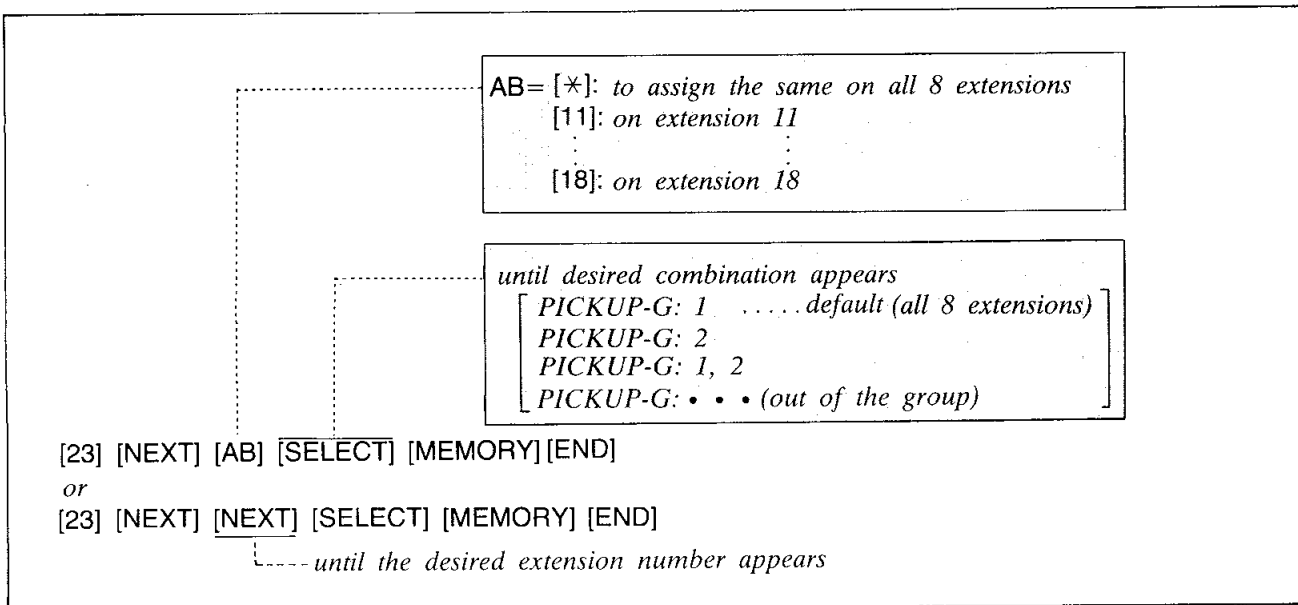
	To make program change							
	11	12	13	14	15	16	17	18
Extensions								
Doorphone 1								
Doorphone 2		×						

### Programming Table

See page 5-12.



## Dial Call Pickup Group Assignment



### Description

Permits an extension user to answer other ringing telephones, provided that they are in the same pickup group.

### Programming

1. Dial (23).  
 "PICKUP GROUP" will be displayed.
2. Press the NEXT button.  
 "ENTER EXT NO" will be displayed.
3. Press the NEXT button.  
 "11: PICKUP-G: 1" will be displayed and "1" will blink. This means that extension 11 belongs to pickup group 1.
4. Repeat pressing the SELECT button until the desired group combination is displayed.
5. Press the MEMORY button.  
 The blinking LCD will stop.
6. Repeat steps 3 to 5, to program the assignment of the other extensions.
7. To return to the initial program mode, press the END button.

### Conditions

- Each extension may belong to more than one pickup group, up to two, or does not belong to the group.
- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the pickup group assignment.

### Examples:

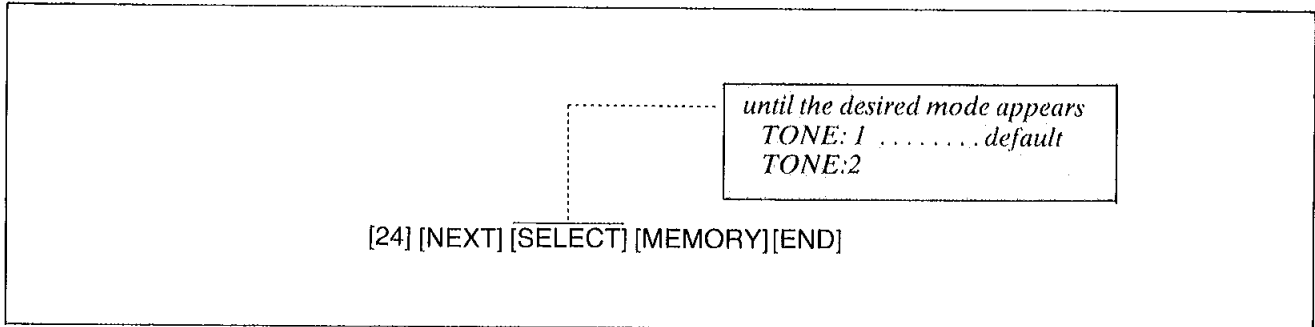
- extension 14...Pickup Group 1  
 [23] [NEXT] [14] [MEMORY] [END]
- extension 15...Pickup Group 2  
 [23] [NEXT] [15] [SELECT] [MEMORY] [END]

	To make program change							
	11	12	13	14	15	16	17	18
Extensions								
Pickup Group 1				×				
Pickup Group 2					×			
Out of the group								

### Programming Table

See page 5-13.

## Busy Tone Selection



### Description

For telephone instruments that have automatic busy tone detection, it is suggested that busy tone type (1) is to be used.

Selection of busy tone type (1) insures that the camp-on feature of the Panasonic ITS phones will operate.

### Conditions

- Because Panasonic ITS phones are equipped with automatic busy tone detection in the speakerphone mode, calls will be terminated upon hearing a busy tone signal of tone type (2) therefore camp-on feature will not be activated.

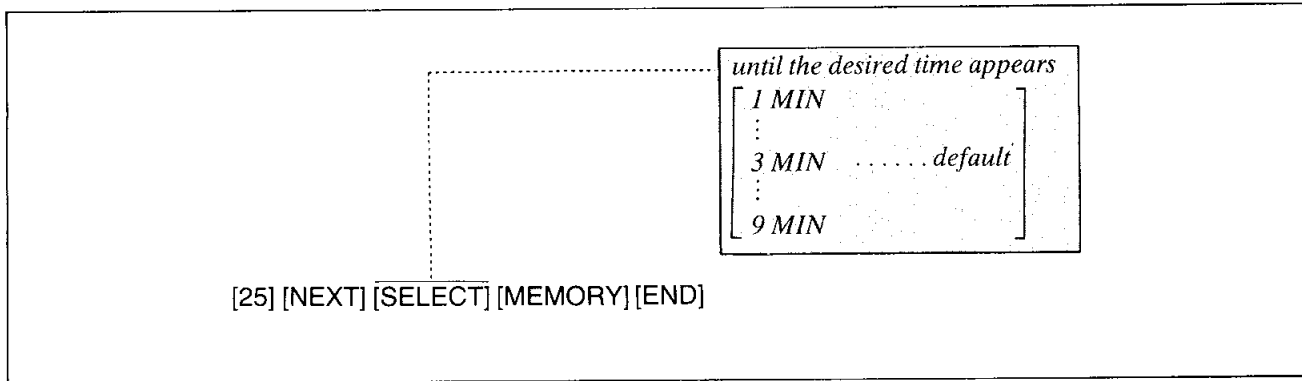
### Programming Table

See page 5-13.

### Programming

1. Dial (24).  
"BUSY TONE SELECT" will be displayed.
2. Press the NEXT button.  
"TONE: 1" will be displayed and "1" will blink.
3. Press the SELECT button to alternate between "TONE:1" and "TONE:2".
4. Press the MEMORY button.  
The blinking LCD will stop.
5. To return to the initial program mode, press the END button.

## Hold Time Reminder



### Description

A tone indication will be heard at the holding extension to remind user that he still has a call on hold.

The reminder will be sounded after 3 minutes but can be changed.

There are 9 choices ranging from (1) minute to (9).

4. Press the **MEMORY** button.  
The blinking LCD will stop.

5. To return to the initial program mode, press the **END** button.

### Conditions

The hold time reminder is activated, even if the hold recall time set is programmed to "DIS-ABLE".

### Example:

4 minutes = [25] [NEXT] [SELECT]  
[MEMORY] [END]

	minutes								
	1	2	3	4	5	6	7	8	9
To make program change				x					

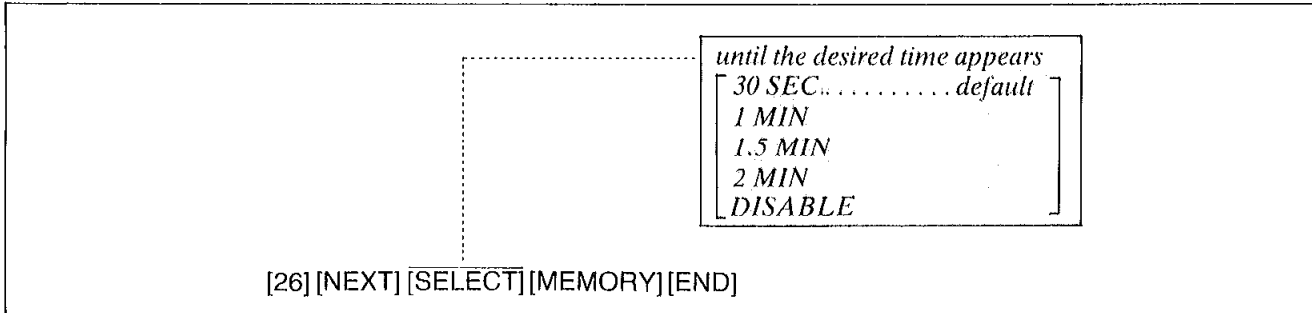
### Programming Table

See page 5-13.

### Programming

1. Dial (25).  
"AUTO HOLD ALARM" will be displayed.
2. Press the **NEXT** button.  
"TIME: 3 MIN" will be displayed and "3" will blink.
3. Repeat pressing the **SELECT** button until the desired time is displayed.

## Hold Recall Time Set



### Description

When the handset of the holding extension is replaced on calls, you may have automatic hold recall after the desired time elapses. The hold recall time set can be removed or added at customer's request.

### Example:

1.5 minutes=[26] [NEXT] [SELECT]  
[SELECT] [MEMORY][END]

### Programming

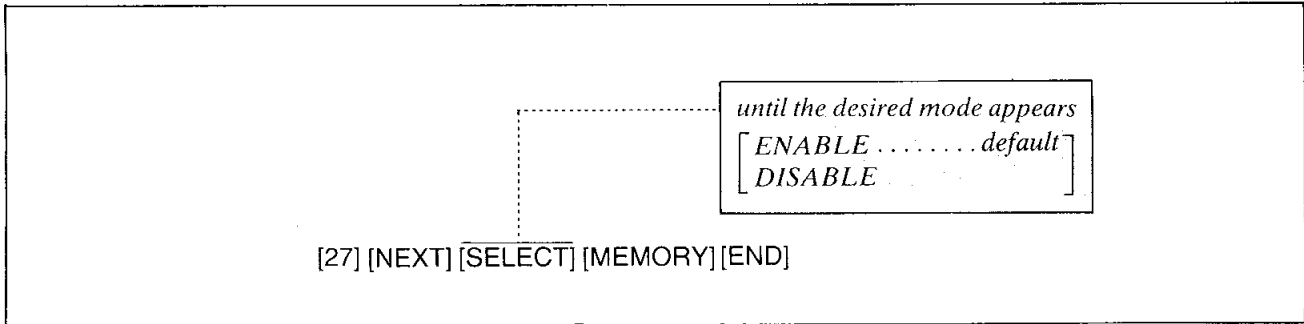
1. Dial (26).  
"HOLD RECALL TIME" will be displayed.
2. Press the NEXT button.  
"TIME: 30 SEC" will be displayed and "30 SEC" will blink.
3. Repeat pressing the SELECT button until the desired time (30 SEC, 1 MIN, 1.5 MIN, 2 MIN, DISABLE) is displayed.
4. Press the MEMORY button.  
The blinking LCD will stop.
5. To return to the initial program mode, press the END button.

	30 seconds	1 minute	1 minute 30 seconds	2 minutes	disable
To make program change			×		

### Programming Table

See page 5-13.

## Programmable External Paging Access Tone



### Description

The acknowledge tone that is heard after accessing the external paging can be removed or added at the customer's request.

### Example:

To eliminate the paging access tone.

[27] [NEXT] [SELECT] [MEMORY][END]

### Programming

1. Dial (27).  
"EXT-PAG ACK-TONE" will be displayed.
2. Press the NEXT button.  
"ENABLE" will be displayed and blink.
3. Press the SELECT button to alternate between ENABLE and DISABLE to select the desired mode.
4. Press the MEMORY button.  
The blinking LCD will stop.
5. To return to the initial program mode, press the END button.

### Programming Table

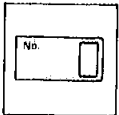
See page 5-13.

# One Touch Dialing

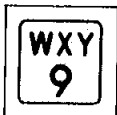
## Programming

- Be sure the handset is in the cradle and the SP-PHONE button is OFF.
- Set the MEMORY switch of the KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".

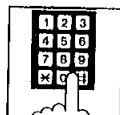
### ■ Storage



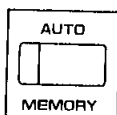
PRESS "PROGRAMMABLE FEATURE"



DIAL "9"



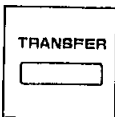
DIAL THE PHONE NUMBER



PRESS "MEMORY"

- You may dial 81 through 83 instead of 9.  
9 ..... Each extension can automatically select an idle CO line.  
81 through 83.. Each extension can select a CO line designated.  
9 or 81 through 83 must be dialed for storage.

### ■ To Correct an Error while Programming



PRESS "CLEAR (TRANSFER)" INSTEAD OF "MEMORY"

- After pressing the CLEAR button, reprogram the correct number.
- The TRANSFER button is used as the CLEAR button.

### ■ To Change a Stored Number

Repeat "Storage" above.

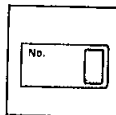
### ■ To Confirm a Stored Number

Repeat programming the same number into the same station.

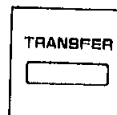
When the MEMORY button is pressed, a beep will be heard.

- two beeps ..... storage is correct.
- one beep ..... storage is incorrect.  
Repeat the procedure of programming.

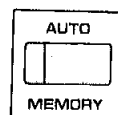
### ■ To Erase after Programming



PRESS "PROGRAMMABLE FEATURE"



PRESS "CLEAR (TRANSFER)"



PRESS "MEMORY"

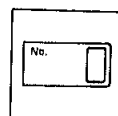
- The TRANSFER button is used as the CLEAR button.

After programming all the numbers, return the MEMORY switch to "SET".

## Dialing



LIFT THE HANDSET OR PRESS "SP-PHONE"



"PRESS PROGRAMMABLE FEATURE"

- You may press the CO button to select the CO line directly after lifting the handset or pressing the SP-PHONE button.

## Description

There are 12 memory locations for automatic dialing available. Up to 32 digits can be stored into each of the 12 memory locations. Pushing the “\*”, “#”, “-”, “FLASH” or “PAUSE” button counts as 1 digit.

- For your convenience, program private phone numbers into the KX-T30830, KX-T30820 or KX-T30850.

## Programming

Be sure the handset is in the cradle and the SP-PHONE button is OFF.

1. Set the MEMORY switch to “PROGRAM”. “ONE TOUCH DIAL” will be displayed.

2. Press a programmable feature button. The LCD will show “M01: NOT STORED” when nothing is stored in the programmable feature button “01”.

When automatic line access number 9 and the phone number 123-456-7890 has been stored, “M01: -123-456-7890” will be displayed.

3. Enter the line access number.
  - 9: automatic line access number
  - 81: line access number of CO 1
  - 82: line access number of CO 2
  - 83: line access number of CO 3
4. Enter the phone number.
  - You may enter punctuations during a phone number. The SNR button is used as the “-” button.
  - To erase a wrong enter, press the CLEAR button. The TRANSFER button is used as the CLEAR button.
5. Press the MEMORY button. The MEMORY indicator will be lit.
6. Repeat steps 2 to 5, to program on other programmable feature button.
7. After programming all the numbers, return the MEMORY switch to the “SET” position. The MEMORY indicator will go out.

## Dialing

1. Lift the handset or press the SP-PHONE button.
2. Press a programmable feature button.
  - You may press the CO button to select the CO line directly after lifting the handset or pressing the SP-PHONE button.

## Conditions

- To more the 13 digits of a phone number, use the “⇨”, or “⇩” button for scrolling the display.
- The dialed phone number will be displayed on the LCD of the KX-T30830.
- Continuous use of the programmable feature button is possible. (ex. press 01-02)
- The combinations of speed dialing, one-touch dialing and manual dialing is possible.
- The line access number (9, 81, 82 or 83) should be stored.
- Continuous use of one touch dialing is possible.

### Example:

[01] [02]

In this case, programmable feature button “02” should not include the line access number.

- When dialing, the pause is automatically entered after line access number (9, 81, 82 or 83).
- Features that can be accessed by using the dialing button also can be programmed into memory. Refer to “One Touch Access for System Features” page 3-25.

### Examples:

Automatic line access number 9 and phone number 123-4567 into the programmable feature “01” button.

### Programming

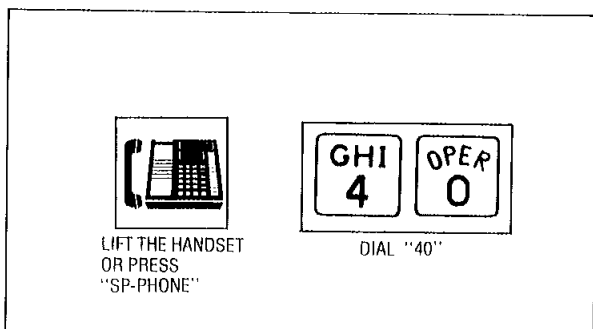
[Set to “PROGRAM”] [01] [9]  
[123-4567] [MEMORY] [Set to “SET”]

### Dialing

[LIFT HANDSET] [01]

- You may press the CO button to select the CO line directly after lifting the handset.

## Dial Call Pickup



### Description

An extension user can answer any ringing extension within their own pickup group.

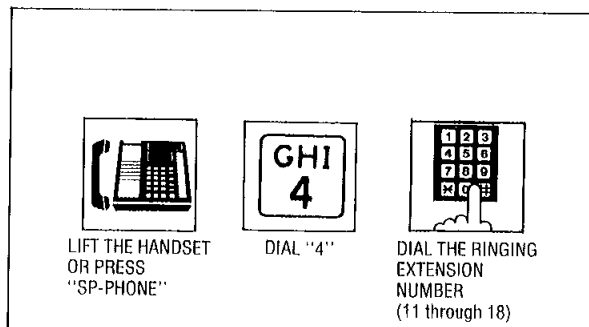
### Operation

1. Lift the handset or press the SP-PHONE button.
2. Dial (40) and wait for confirmation tone.
3. Start talking.

### Conditions

- Dial Call Pickup will work for incoming calls (intercom, outside and doorphone) but will not work for camp-on recalls and hold recalls.
- If a ringing extension is outside pickup group or is in the mode of dial call pickup denied, a reorder tone will be heard through the use of this feature.
- Refer to "Dial Call Pickup Group Assignment" on page 2-30.
- Dial Call Pickup can use with the present call placed on hold.

## Directed Call Pickup



### Description

An extension may answer an incoming call that is ringing at another extension regardless of pickup group.

### Operation

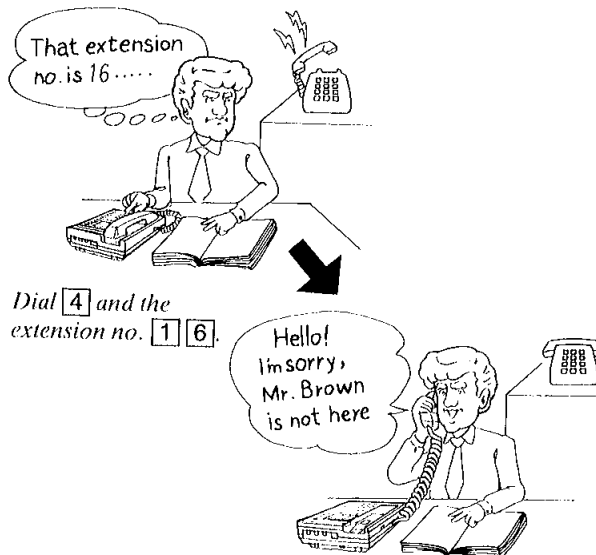
1. Lift the handset or press the SP-PHONE button.
2. Dial (4) and then the extension number (11 through 18) at which call is ringing.
3. Wait for confirmation tone and then start talking.

### Conditions

- It is possible to answer calls outside your assigned pickup group.
- Directed Call Pickup can use with the present call placed on hold.

### Example:

Mr Brown's extension number is 16.  
He is now out of office.  
Mark receives the call instead of Mr. Brown with the telephone on his desk, extension 15.



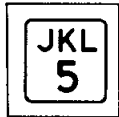


## Call Park Retrieve

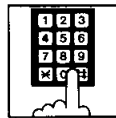
To retrieve a parked call at any extension



LIFT THE  
HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "5"



DIAL PARKED  
EXTENSION  
NUMBER

### Description

Allows extension user to retrieve a call (intercom or outside) on hold at any extension.

### Operation

When an intercom or outside call is on hold.

1. Lift the handset or press the SP-PHONE button at any extension.
2. Dial (5) and the extension number of the phone on which the call is placed on hold. Connection is now made with the party who was on hold.
3. Wait for confirmation tone and then start talking.

Even when three outside calls are placed on hold simultaneously, you can retrieve the desired outside call from another extension as following.

1. Dial (58).
2. Dial the CO number (1 through 3).

### Conditions

- Call park retrieving is possible regardless of the handset position on the phone which has placed the call on hold.
- If the extension that you want to retrieve the call park has several calls on hold, only the last call on hold is retrieved.

### Example:

Mark is talking with extension 15 on his desk, and then moves to another room keeping the call on hold.

He resumes the conversation using another extension.



Press the HOLD button, hang up and then run to Mr. Jay's office.



Dial **5** and the extension number **15** at Mr. Jay's office.

## Doorphone

To answer a doorphone



LIFT THE  
HANDSET

or



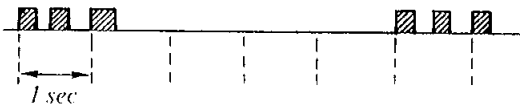
PRESS  
"SP-PHONE"

### Operation

Lift the handset or press the SP-PHONE button.

### Conditions

- If calls from doorphones are not answered within 15 seconds, the calls will be cancelled.
- Ring from doorphone.



- Each extension has to be programmed for receiving from doorphones. See "Programmable Doorphone" on page 2-29.

## Distinctive Ring Tone

### Description

A different ringing pattern is used to distinguish intercom calls from incoming outside calls.

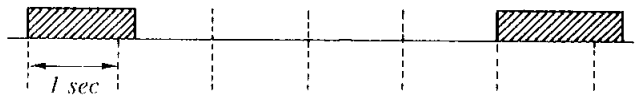
### Operation

None

### Conditions

Automatic ring back for the camp on feature will ring differently from the ringing on intercom, outside, doorphone calls.

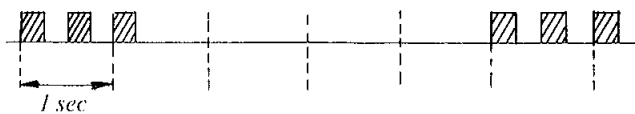
Incoming outside calls (including outside hold recall)



Intercom calls (including intercom hold recall)



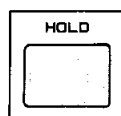
Doorphone calls



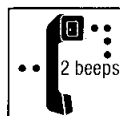
## While Having a Conversation

### Call on Hold — CO

To place a call on hold:



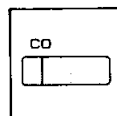
PRESS  
"HOLD"



CONFIRMATION  
TONE OF 2  
BEEPS WILL  
BE HEARD

To retrieve:

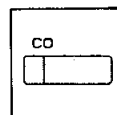
• at the holding extension



PRESS "CO"

(flashing  
in green)

• from another extension



PRESS "CO"

(flashing  
in red)

### Description

If you wish to leave your phone unattended but want the caller you are in conversation with to wait, call hold may be used. Outside calls may be placed on hold.

Calls on hold can be released by another extensions.

### Operation

1. You are in conversation with an outside party.
2. Press the HOLD button.  
The indicator of CO button which is on hold will flash slowly (green color).  
The confirmation tone of 2 beeps will be heard.

To Retrieve at the holding extension,  
press the CO button (flashing green).  
The indicator light will return to a steady green.

To Retrieve from another extension,

■ press the CO button (flashing red).  
or

■ dial (5) and then the extension (11 through 18) or CO (81 through 83) number of the phone on which the call was placed on hold.

[5] [AB]

---AB=11 through 18 (extension)  
or  
AB=81 through 83 (CO)

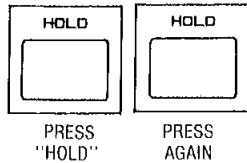
- The green flashing indicator at the held extension will turn red.
- Refer to "Call Park Retrieve" on page 3-11.

### Conditions

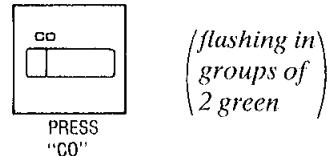
- When a call is on hold for more than 30 minutes after a hold time reminder is sounded the call will be terminated automatically.  
A hold time reminder is sounded through the built-in speaker of the extension.
- Calls on hold will be recalled either after 30 seconds, 1 minute, 1 minute and 30 seconds or 2 minutes, once handset is replaced (or the SP-PHONE button is pressed).  
If hold recall time set is set to "DISABLE", will not be recalled.  
Refer to "Hold Recall Time Set" on page 2-33.
- The hold time reminder is activated, even if the hold recall time set is programmed to "DISABLE".
- When lifting the handset (or by pressing the SP-PHONE button):  
before recalling...The dial tone will be heard with the call on hold.  
You may dial another phone number.  
while recalling...Only the first call on hold will be released and entered into the conversation mode.

## Call on Exclusive Hold—CO

To place a call  
on exclusive hold:



To retrieve:



### Description

The calls on exclusive hold can not be released by any extension other than the phone which has placed the call on hold.

### Operation

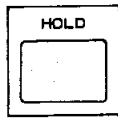
1. You are in conversation with an outside party.
2. Press the **HOLD** button.  
The indicator of the **CO** button which is on hold will flash slowly (green color).  
The confirmation tone of 2 beeps will be heard.
3. Press the **HOLD** button again.  
The indicator will flash in groups of 2 (green color).
4. To retrieve, press the **CO** button whose indicator flashing in groups of 2 (green color).
  - The indicator flashing in groups of 2 will turn on.

### Conditions

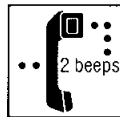
- When a call is on hold for more than 30 minutes after a hold time reminder is sounded the call will be terminated automatically.  
A hold time reminder is sounded through the built-in speaker of the extension.
- Calls on hold will be recalled either after 30 seconds, 1 minute, 1 minute and 30 seconds or 2 minutes, once handset is replaced (or the **SP-PHONE** button is pressed).  
If hold recall time set is set to "DISABLE", will not be recalled.  
Refer to "Hold Recall Time Set" on page 2-33.
- The hold time reminder is activated, even if the hold recall time set is programmed to "DISABLE".
- When lifting the handset (or by pressing the **SP-PHONE** button):
  - before recalling... The dial tone will be heard with the call on hold.  
You may dial another phone number.
  - while recalling... Only the first call on hold will be released and entered into the conversation mode.

## Call on Hold Intercom

To place a call on hold:



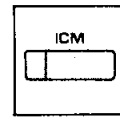
PRESS  
"HOLD"



CONFIRMATION  
TONE OF 2  
BEEPS WILL  
BE HEARD

To retrieve:

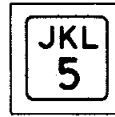
•at the holding extension



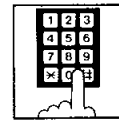
(flashing)

PRESS  
"ICM"

•from another extension



DIAL "5"



DIAL THE HOLDING  
EXTENSION  
NUMBER

### Description

Extension user can place an intercom call on hold.

Calls on hold can be released by another extensions.

### Operation

1. You are in conversation with an internal party.

2. Press the HOLD button.

The indicator on the ICM button will flash slowly.

The confirmation tone of 2 beeps will be heard.

To retrieve at the holding extension,

press the ICM button whose indicator flashing slowly.

The indicator on the ICM button will be on.

To retrieve from another extension,

dial (5) and then the extension (11 through 18) or CO (81 through 83) number of the phone on which the call was placed on hold.

[5] [AB]

-----AB=11 through 18  
or

AB=81 through 83 (CO)

•Refer to "Call Park Retrieve" on page 3-11.

•When a call is on hold for more than 30 minutes after a hold time reminder is sounded, the call will be terminated automatically.

A hold time reminder is sounded through the built-in speaker of the extension.

•Calls on hold will be recalled either after 30 seconds, 1 minute, 1 minute and 30 seconds or 2 minutes, once handset is replaced (or the SP-PHONE button is pressed).

If hold recall time set is set to "DISABLE", will not be recalled.

Refer to "Hold Recall Time Set" on page 2-33.

•The hold time reminder is activated, even if the hold recall time set is programmed to "DISABLE".

•When lifting the handset (or by pressing the SP-PHONE button):

before recalling...the dial tone will be heard with the call on hold.

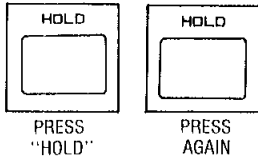
You may dial another phone number.

while recalling...the call on hold will be released and entered into the conversation mode.

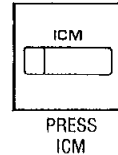
•An Intercom hold can be activated on one extension only.

## Call on Exclusive Hold—Intercom

To place a call  
on exclusive hold:



To retrieve



### Description

The intercom call on exclusive hold can not be released by any extension other than the phone which has placed the call on hold.

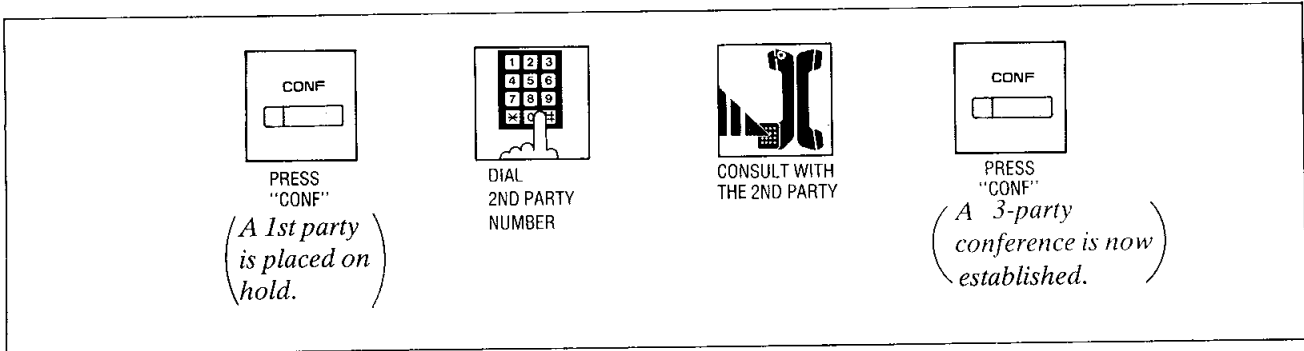
### Operation

1. You are in conversation with an internal party.
2. Press the **HOLD** button.  
The indicator on the **ICM** button will flash slowly.  
The confirmation tone of 2 beeps will be heard.
3. Press the **HOLD** button, again.  
The indicator will flash in groups of 2.
4. To retrieve, press the **ICM** button.  
The indicator on the **ICM** button will return to a steady green.

### Conditions

- When a call is on hold for more than 30 minutes after a hold time reminder sounds, the call will be terminated automatically.  
A hold time reminder is sounded through the built-in speaker of the extension.
  - Calls on hold will be recalled either after 30 seconds, 1 minute, 1 minute and 30 seconds or 2 minutes, once handset is replaced (or the **SP-PHONE** button is pressed). If hold recall time set is set to “**DISABLE**”, will not be recalled. Refer to “**Hold Recall Time Set**” on page 2-33.
  - The hold time reminder is activated, even if the hold recall time set is programmed to “**DISABLE**”.
  - When lifting the handset (or by pressing the **SP-PHONE** button):  
before recalling...the dial tone will be heard with the call on hold.  
You may dial another phone number.  
while recalling...the call on hold will be released and entered into the conversation mode.
- An Intercom hold can be activated on one extension only.

## Conference



### Description

Allows for up to a three party conference, (2-outside/1-inside) (1-outside/2-inside) or (3-inside).

### Operation

1. Press the CONF button, to place the first party on hold.
2. Dial the number of the second party.  
If second party does not answer, press the CO button of the outside party concerned, or the ICM button to return to the first party.
3. Press the CONF button.  
The confirmation tone will be heard.  
3 party conference is now established.  
"CONF" will be displayed.

- You may press the HOLD button instead of the first CONF button.

#### To terminate conference

Replace the handset or press the SP-PHONE button.

- The other two parties are directly connected together and can converse with each other. (Intercom calls and intercom to outside are OK, outside to outside is not possible.)

#### To terminate one caller and talk to the another caller.

- If both the conference parties are on the outside:  
Press the CO button to talk to the desired party.
- If both the conference parties are on the extension:  
Press the ICM button.  
You will be connected to the first participant.
- If the conference parties are on the outside and extension:  
To talk to the outside party, press the CO button.  
To talk to the extension party, press the ICM button.

### Conditions

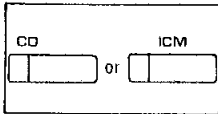
- Pressing a CO button which is out of conference, allows you to exit from the conference and to access an outside party and the other parties to be connected together.  
If the other parties are outside ones, they are disconnected.  
If the other parties are on the outside and extension, they are connected.
- Pressing the ICM button for conference, allows you to exit from the conference and to access an intercom.

# Call Waiting

To terminate the original call and talk to the new caller.



WILL HEAR A CALL WAITING TONE



PRESS "CO" OR "ICM" WHOSE INDICATOR IS FLASHING QUICKLY (The original call is now terminated.)



TALK

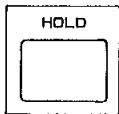
To place the original call on hold and talk to the new caller.

• If both original call and new call are intercom calls:

(The ICM indicator will change lighting into flashing quickly when new call reaches.)



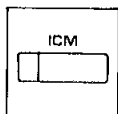
WILL HEAR A CALL WAITING TONE



PRESS "HOLD" (The dial tone is not heard.)



CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD



PRESS "ICM" TO TERMINATE THE 2ND CALL AND TO RETURN TO THE ORIGINAL CALL

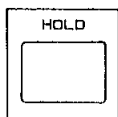
• If original call is CO call, and new call is CO call or intercom call:

or

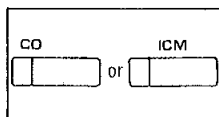
If original call is intercom call and new call is CO call:



WILL HEAR A CALL WAITING TONE



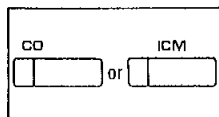
PRESS "HOLD" (The dial tone is heard.)



PRESS "CO" OR "ICM" WHOSE INDICATOR IS FLASHING QUICKLY



CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD



PRESS "CO" OR "ICM" TO TERMINATE THE 2ND CALL AND TO RETURN TO THE ORIGINAL CALL

## Description

Call waiting tone during a conversation indicates there is a new incoming CO line call or Intercom call.

This feature is required to be set beforehand in the KX-T30810.

For programming, see page 2-23.

## Operation

To terminate the original call and talk to the new caller.

1. You will hear a call waiting tone (3 beeps).
2. Press the CO or ICM button whose indicator is flashing quickly. The original call is now terminated.
3. Start talking.

To place the original call on hold and talk to the new caller.

If both original call and new call are intercom calls:

(The ICM indicator will change lighting into flashing quickly when new call reaches.)

1. You will hear a call waiting tone (3 beeps).
2. Press the HOLD button for placing a conversation on hold.
3. Consult with the new caller.
4. Press the ICM button to terminate the second call and to return to the original call.

If original call is CO call, and new call is CO call or intercom call:

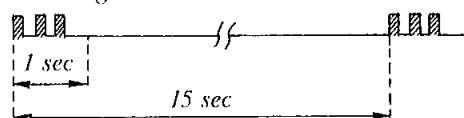
or

If original call is intercom call and new call is CO call:

1. You will hear a call waiting tone.
2. Press the HOLD button for placing a conversation on hold.
3. Press the CO or ICM button whose indicator is flashing quickly.
4. Consult with the new caller.
5. Press the CO or ICM button to terminate the second call and to return to the original call.

## Conditions

call waiting tone



- If a call waiting tone is heard and the CO or ICM indicator does not flash, this tone indicates a call waiting tone by special company service. In this case, see "Call Waiting-Outside Line" on page 3-26.

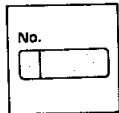


## Call Transfer

### To transfer after other extension answers



PRESS  
"TRANSFER"



PRESS THE  
DSS BUTTON



ANNOUNCE  
AND WAIT  
FOR AN  
ANSWER

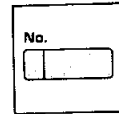


HANG UP OR  
PRESS  
"SP-PHONE"

### To transfer without announcing the other extension



PRESS  
"TRANSFER"



PRESS THE  
DSS BUTTON



HANG UP OR  
PRESS  
"SP-PHONE"

- You may dial the extension number instead of pressing the DSS button.

### To Retrieve the Call

If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you. In this case:

<p>Outside call</p> <p>PRESS "CO" (The CO indicator is flashing slowly.)</p>	<p>Intercom call</p> <p>PRESS "ICM" (The ICM indicator is flashing slowly.)</p>	<p>or</p> <p>LIFT THE HANDSET OR PRESS "SP-PHONE"</p>
--	---	---

### Description

Outside or intercom calls may be transferred to any extension manually.

### Operation

1. You are engaged in a call (outside or intercom).
2. Press the TRANSFER button.
3. Press the DSS button corresponding to the destination.  
or  
Dial number of extension (11 through 18) to which the call is transferred.
4. For Unscreened call transfer, replace the handset or press the SP-PHONE button. For Screened call transfer, wait for new party to answer and announce call, then replace the handset or press the SP-PHONE button.

### To retrieve the Call

If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you.

In this case:

Press the CO or ICM button whose indicator is flashing slowly, or lift the handset.

- The time that the transferred call which is not received returns to you, may be set to 15 seconds.  
For changing, see page 2-19.

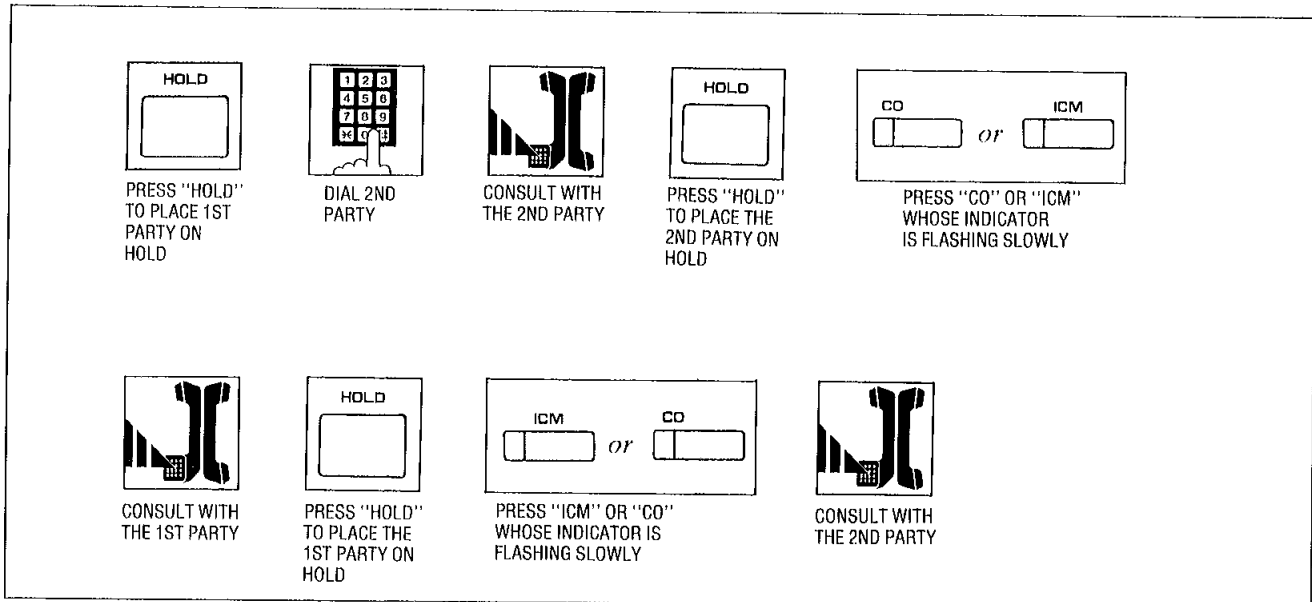
### To change the party to whom a call is transferred before hanging up

Press the CO or ICM button whose indicator is flashing slowly to retrieve the call, then repeat the procedure of Call Transfer.

### Conditions

- Upon recall to the transferring extension, if call is not answered in 30 minutes it will be terminated.
- When busy, you may access the other extension by dialing 1.  
Also you may return to the calling party by pressing the CO or ICM button whose indicator is flashing slowly (green color).
- The time that the call returns to you when the transferred call is not received can be changed 30 seconds into 15 seconds.  
For changing, see page 2-19.

## Call Splitting—Between CO and Intercom



### Description

Allows an extension user to alternate between a CO party and an Intercom party.

### Operation

1. Press the HOLD button to place the first party on hold.
2. Dial the second party.
3. Consult with the second party.
4. Press the HOLD button to place the second party on hold.
5. Press the CO or ICM button whose indicator is flashing slowly.
6. Consult with the first party.
7. Press the HOLD button to place the first party on hold.

8. Press the ICM or CO button whose indicator is flashing slowly.

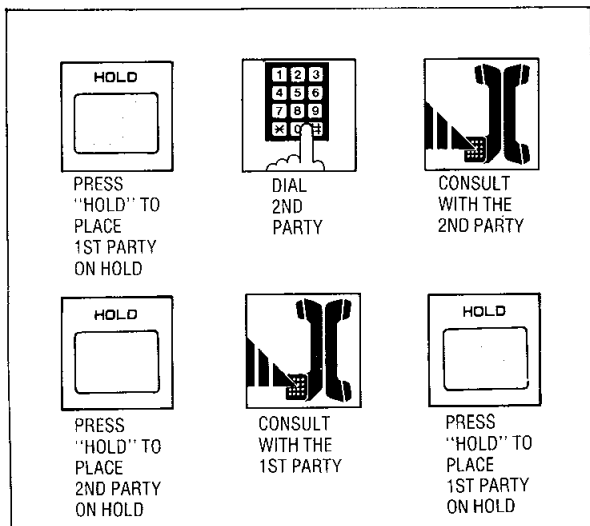
9. Consult with the second party.

10. Repeat step 4 to 9.

### Conditions

- To release the call splitting mode, press the CO or ICM button without pressing the HOLD button. Conversation will be terminated and call on hold will be returned to conversation.

## Call Splitting—Intercom



### Description

Allows an extension user to alternate between two intercom parties.

### Operation

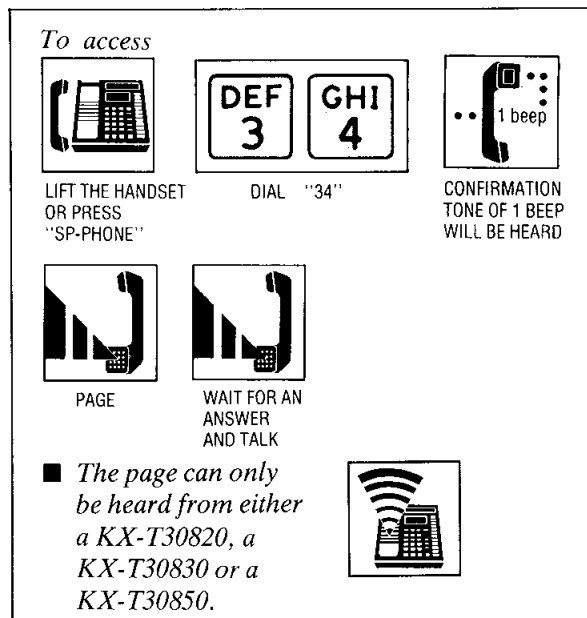
1. Press the HOLD button to place the first party on hold.
2. Dial the second party.
3. Consult with the second party.
4. Press the HOLD button to place the second party on hold.
5. Consult with the first party.
6. Press the HOLD button to place the first party on hold.
7. Repeat step 3 to 6.

### Conditions

- To release the call splitting mode, press the ICM button instead of the HOLD button. Conversation will be terminated and call on hold will be returned to conversation.

## Paging

### Paging All Extensions



### Description

Allows paging to all extensions.

### Operation

To access paging;

1. Lift the handset or press the SP-PHONE button.
2. Dial (34) and wait for confirmation tone (one beep).  
"PAGING (ALL)" will be displayed.
3. Start paging.
4. Wait for an answer and talk.

### Conditions

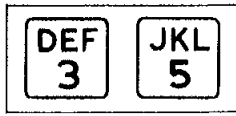
- When an extension is in use, that extension cannot gain access to paging.
- When any extension is using the paging (all extensions, group or external), you cannot access to paging.

## Paging Group

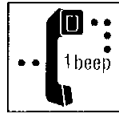
To access  
For pickup group 1



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "35"



CONFIRMATION  
TONE



PAGE



WAIT FOR AN  
ANSWER  
AND TALK

For pickup group 2:  
At step 2 above, dial 36 instead of 35.

- The page can only be heard from either a KX-T30820, a KX-T30830 or a KX-T30850.

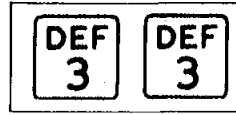


## Paging—External

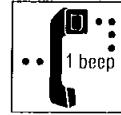
To access



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "33"



CONFIRMATION  
TONE



PAGE



WAIT FOR CONFIRMATION  
TONE AND TALK

- Page will be heard from external paging equipment.



### Description

Allows paging to either one of two groups.

### Operation

To access paging;

1. Lift the handset or press the SP-PHONE button.
2. Dial (35) for paging the pickup group 1. Dial (36) for paging the pickup group 2.
  - The confirmation tone (one beep) will be heard.
  - "PAGING (GRP 1)" or "PAGING (GRP 2)" will be displayed.
3. Start paging.
4. Wait for an answer and talk.

### Conditions

- When an extension is in use, that extension cannot gain access to paging.
- Refer to "Dial Call Pickup Group Assignment" on page 2-30.

### Description

Allows access to external paging equipment.

### Operation

To access external paging;

1. Lift the handset or press the SP-PHONE button.
2. Dial (33) and wait for confirmation tone (one beep).  
"EXTERNAL PAGING" will be displayed.
3. Start paging.  
When the page is answered, one beep will be heard. Start talking.

### Conditions

- If external paging access tone is set to "DISABLE", confirmation tone will not be heard after accessing the external paging.  
Refer to "Programmable External Paging Access Tone" on page 2-34.

## Paging And Transfer

## Paging Answer

*To transfer a call to the paged person*

WHILE HAVING A CONVERSATION

PRESS "TRANSFER"

DIAL "34"

CONFIRMATION TONE

PAGE

WAIT FOR AN ANSWER

HANG UP OR PRESS "SP-PHONE"

•You may dial 35, 36 or 33 instead of 34.

*To answer*

LIFT THE HANDSET OR PRESS "SP-PHONE"

DIAL "43"

CONFIRMATION TONE

TALK

### Operation

To transfer a call to the paged person;

1. You are in conversation.
2. Press the TRANSFER button.
3. Dial (34) for paging all extensions.  
Dial (35) for paging group 1.  
Dial (36) for paging group 2.  
Dial (33) for paging-external.  
•Wait for confirmation tone.
4. Start paging.
5. Wait for an answer.
6. Hang up or press the SP-PHONE button.

### Description

A page from built-in speaker or external paging equipment can be answered from any extension.

### Operation

To answer paging;

1. Lift the handset or press the SP-PHONE button.
2. Dial (43) and wait for confirmation tone (one beep).
3. Start talking.

### Conditions

- If a call and CO number has been paged and transferred, you may answer by pressing the CO button whose number has been paged and indicator is flashing slowly (red color), instead of dialing 43.

## Use of Other Features

### Background Music

#### To enable



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "751#"



REPLACE THE  
HANDSET  
OR PRESS  
"SP-PHONE"



WILL HEAR  
MUSIC

#### To cancel



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "750#"



REPLACE THE  
HANDSET  
OR PRESS  
"SP-PHONE"

### Description

Music from an external source (e.g. radio) can be listened to on the built-in speaker of the telephone.

### Operation

#### To enable

1. Lift the handset or press the SP-PHONE button.
2. Dial (751#).  
Wait for confirmation tone.  
"BGM ON" will be displayed.
3. Replace handset or press the SP-PHONE button.  
Music will be heard from the speaker.

#### To cancel

1. Lift the handset or press the SP-PHONE button.
2. Dial (750#).  
Wait for confirmation tone.  
"BGM OFF" will be displayed.
3. Place the handset back on the cradle or press the SP-PHONE button.  
Music will be stopped.

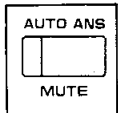
### Conditions

- When listening to the background music, the music will be interrupted by incoming calls, lifting handset or pressing the SP-PHONE button. After completion of the conversation replacing the handset back on the cradle or by pressing of the SP-PHONE button, will resume the background music.

## Mute Operation

### To enable

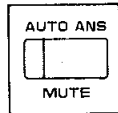
Be sure the SP-PHONE indicator is on.



PRESS  
"MUTE"

- The MUTE indicator will flash.

### To cancel



PRESS  
AGAIN

## Description

Use when you do not want your voice to be heard by the other party.

## Operation

### To enable

Be sure the SP-PHONE indicator is on.  
Press the MUTE button.

- The MUTE indicator will flash.

### To cancel

Press the MUTE button again.

- The MUTE indicator will go out.

## Conditions

- This feature can be activated in speakerphone mode only.

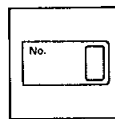
## One Touch Access for System Features

### To Program

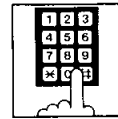
Set the MEMORY switch of the KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".

Example:

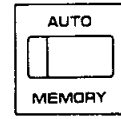
Paging All Extensions (Dial 34).



PRESS  
"PROGRAMMABLE  
FEATURE"



DIAL "34"



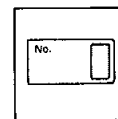
PRESS  
"MEMORY"

After programming all the system features, return the MEMORY switch to "SET".

### To Access



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



PRESS  
"PROGRAMMABLE  
FEATURE"

## Description

Features that can be accessed by using the dialing button also can be programmed into memory.

(e.g. Paging All Extensions, Background Music.)

## Operation

### To Program

Set the MEMORY switch of the KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".

Example:

Paging All Extensions (Dial 34)

1. Press the PROGRAMMABLE FEATURE button.
2. Dial (34).
3. Press the MEMORY button.

- System feature described in the table on page 5-5 can be programmed into memory.

After programming all the numbers, return the MEMORY switch to "SET".

### To Access

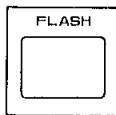
1. Lift the handset or press the "SP-PHONE" button.
2. Press the PROGRAMMABLE FEATURE button.

## External Feature Access

### Call Waiting—Outside Line



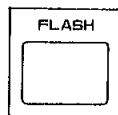
WILL HEAR  
A CALL  
WAITING  
TONE



PRESS  
"FLASH"



CONSULT WITH  
THE NEW CALLER  
WHILE THE  
ORIGINAL CALL  
IS ON HOLD



PRESS  
"FLASH"



CONSULT WITH  
THE ORIGINAL  
CALLER WHILE  
THE 2ND CALL  
IS ON HOLD  
(If the calling party on  
hold hangs up, the  
line is terminated.)

### Description

Allows extension user to access features of the central office or host PBX. (example: call waiting feature can be supplied by central office.)

### Operation

#### Call Waiting-Outside Line

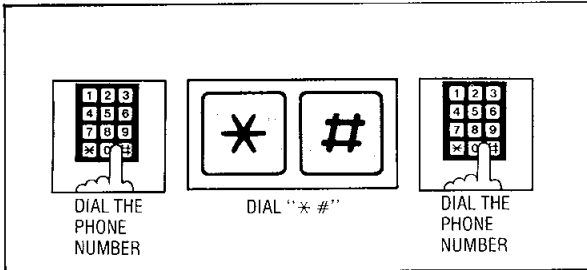
1. While having a conversation, another party calls and a call waiting tone is heard.
2. Press the *FLASH* button.
  - The original call is placed on hold and the new call can be answered.
3. Press the *FLASH* button again.
  - The original caller can be spoken to again and the new call is placed on hold.
  - If the calling party on hold hangs up, the line is terminated.

### Conditions

- The external feature (call waiting) can only be accessed when engaged on an outside call. The above-mentioned example shows you one of the procedures.
- "Flash" can be stored into memory in the same way as "Storage" on page 3-4.
- You may access some features of host PBX using the Flash button. If *KX-T30810* is connected to host PBX and flash operation is required, follow the procedure of flash operation which is required in the host PBX.



## Pulse/Tone Conversion



### Description

When the dialing mode is required to change a pulse mode to a tone mode in one dialing sequence, this feature is used.

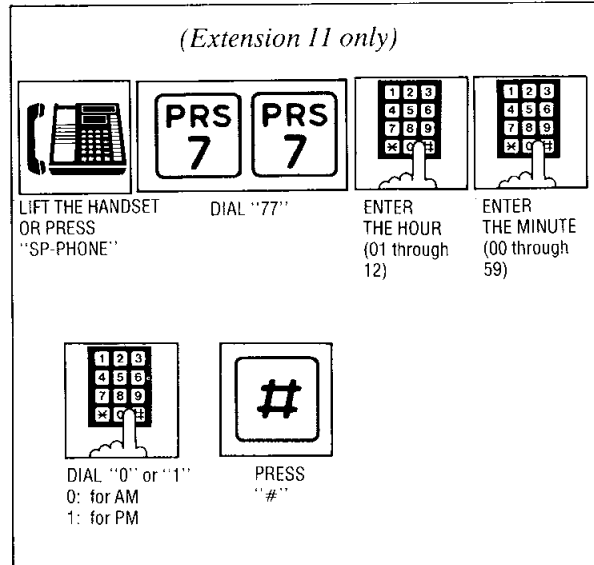
### Operation

1. Dial the phone number. (pulse mode)
2. Dial (\* #).
3. Dial the phone number. (tone mode)

### Conditions

- When you dial using this feature, you must use the line set to a pulse mode.
- Phone number after dialing "\* # " will change to tone mode.

## Time Setting



### Description

Entry of the current time.

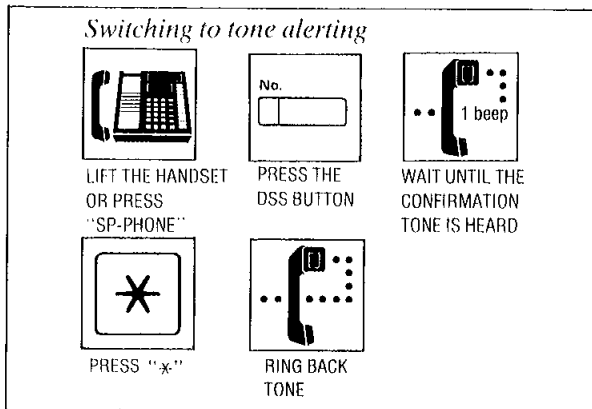
### Operation

1. Lift the handset or press the SP-PHONE button on extension 11.
2. Dial (77).
3. Enter the hour with 2 digits. (01 through 12)
4. Enter the minute with 2 digits. (00 through 59)
5. Dial (0) for AM or (1) for PM.
6. Press the # button.
7. Wait for the confirmation tone.

### Conditions

- Instantly after pressing the # button, new time counting will start.
- Time setting is done through extension 11 only.

## Intercom Alerting Mode



### Description

"Voice alerting" (through built-in speaker) that is established at the called party's extension, can be switched to "Tone alerting" (ringing).

### Operation

1. Lift the handset or press the SP-PHONE button.
2. Press the DSS button or dial the extension number.
3. Wait for confirmation tone after inter office calling.
4. Press the \* button.  
The ring back tone will be heard.  
Tone Ringer on the called party's extension will be ready to be activated.

### Conditions

- This feature required to be set beforehand in the KX-T30810. For programming, see page 2-28.

## Busy Lamp Field

### Description

The indicators corresponding to the DSS (Direct Station Selection) buttons and the ICM (Intercom) button will indicate the status of the extension in progress.

### Explanation

#### • DSS indicator light

Light	Status
off	idle
on	occupied (in use)

#### • ICM indicator light

Light	Status
off	idle
on	in use for intercom
slow flashing	on hold
flashing in groups of 2	on exclusive hold
quick flashing	receiving an incoming intercom call

#### • CO indicator light

Light	Status
off	idle
on (green color)	in use
slow flashing (green color)	on hold
flashing in groups of 2 (green color)	on exclusive hold
on (red color)	in use at another extension
slow flashing (red color)	on hold at another extension
quick flashing (red color)	receiving an incoming outside call

## Duration Time of Call Display

### Description

The elapsed time (from dialing to replacing handset) on originating outside calls will be displayed.

### Operation

None

### Conditions

- When intercom calls, the duration time of conversation is not displayed.
- “DURATION” will be displayed.
- Refer to “Duration Time Count Start Mode” on page 2-24.

## Lockout

### Description

If a handset remains off hook or is disconnected at the other end, a reorder tone will be heard. When “Calling Party Control (CPC) Signal” mode is set to “DISABLE”, the reorder tone will not be heard. (see page 2-27.)

### Operation

None

### Conditions

- The party whose handset remains off-hook will hear a reorder tone to indicate that the call is disconnected.

## Mixed Station Dialing

### Description

Any telephone instrument, whether (KX-T-30820, KX-T30830, KX-T30850 for exclusive use), standard rotary phone (10 pps, 20 pps), or standard touch tone phone, may be used as an extension of the KX-T30810.

### Operation

None

## Power Failure Transfer

### Description

In the event of a power failure each CO will be connected to assigned extension.

CO 1 is assigned to extension 11.

CO 2 is assigned to extension 12.

CO 3 is assigned to extension 13.

### Operation

- If extension 11, 12 or 13 is connected the KX-T30830, the Power failure switch of the KX-T30830 is set to “ON”.

If dialing cannot be done, set the Dialing mode switch to other position (TONE or PULSE).

### Conditions

- During power outage, all features are lost except for incoming and outgoing CO calls from extension 11, 12 and 13.
- If extension 11, 12 or 13 is connected the KX-T30820 or KX-T30850, disconnect KX-T30820 or KX-T30850 and connect the KX-T30830 or a standard telephone.
- There is no memory loss except for the camp-on, saved number redial and the last number redial during power failure, memory is protected by 21 day rechargeable battery. Rechargeable battery is good for 5 years.
- The Backup Adaptor (KX-A16B) is available as a Back up power supply to the KX-T30810 to operate all the features in the event of power failure. Refer to page 1-14.

### Specification of KX-A16B

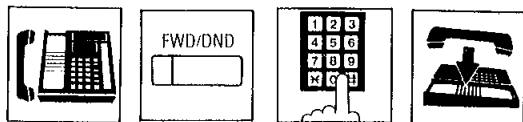
3 “Sealed lead-acid Batteries” (12 V, 6.5 AH)  
Backup duration is greater than 4 hours in average usage.

(one outside call and one intercom call)  
(simultaneously in continuous operation.)

# Station Programming

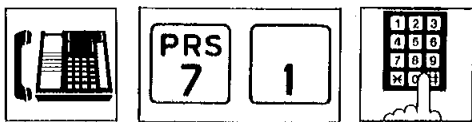
## Call Forwarding

To set call forwarding:

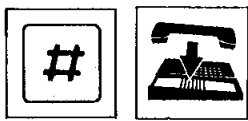


LIFT THE HANDSET OR PRESS "SP-PHONE"  
PRESS "FWD/DND"  
DIAL THE EXTENSION NUMBER  
HANG UP OR PRESS "SP-PHONE"

or

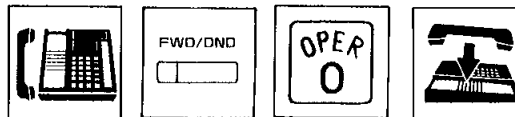


LIFT THE HANDSET  
DIAL "71"  
DIAL THE EXTENSION NUMBER



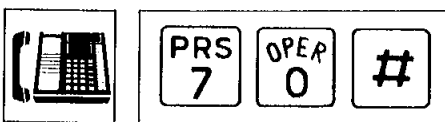
DIAL "#"  
HANG UP

To cancel:



LIFT THE HANDSET OR PRESS "SP-PHONE"  
PRESS "FWD/DND"  
DIAL "0"  
HANG UP OR PRESS "SP-PHONE"

or



LIFT THE HANDSET  
DIAL "70#"



HANG UP

### Description

All outside or intercom calls to your extension can be forwarded to another extension automatically, during your absence.

### Operation

To enable

1. Lift the handset or press the SP-PHONE button.
2. Press the FWD/DND button.
3. Dial number of extension to which calls are to be forwarded (11 through 18).  
The indicator light of the FWD/DND button will flash slowly.  
Confirmation tone will be heard.  
"FORWARDING EXT" will be displayed.
4. Replace the handset back on the cradle or press the SP-PHONE button.

or

1. Lift the handset.
2. Dial (71).
3. Dial number of extension to which calls are to be forwarded (11 through 18).
4. Dial (#).
5. Replace the handset back on the cradle.

To cancel

1. Lift the handset or press the SP-PHONE button.
2. Press the FWD/DND button.
3. Dial (0).  
The indicator light of the FWD/DND button will be off.  
Confirmation tone will be heard. (1 or 2 "FWD/DND CANCEL" will be displayed.)
4. Replace the handset back on the cradle or press the SP-PHONE button.

or

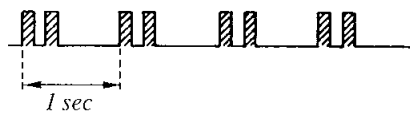
1. Lift the handset.
2. Dial (70#).
3. Replace the handset back on the cradle.

### Conditions

- Do Not Disturb is cancelled when call forwarding is established.
- If a call is directed to the forwarding extension, the forwarded extension will ring but the originating extension will not ring.
- Recall for camp-on and Hold recall are not forwarded.

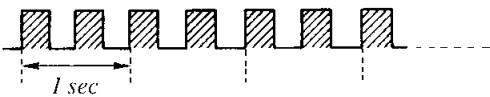
- The tone (busy tone or do not disturb tone etc.) the caller receives depends on the condition of the forwarded extension.

do not disturb tone

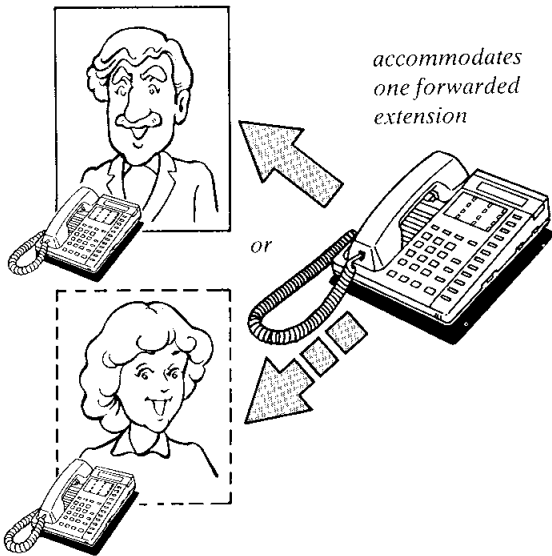


- When an intercom call to the forwarding extension is originated from the forwarded extension, the forwarded extension user hears reorder tone.

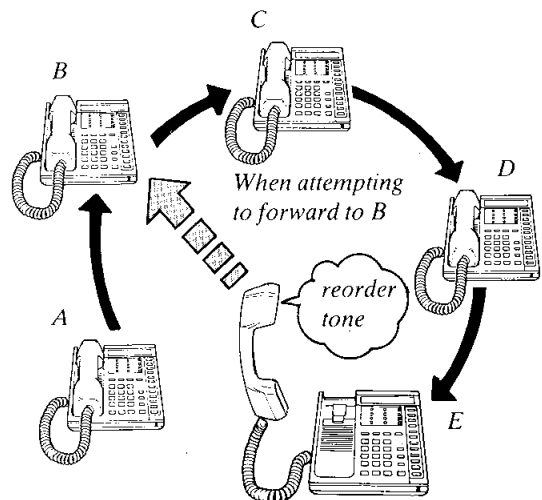
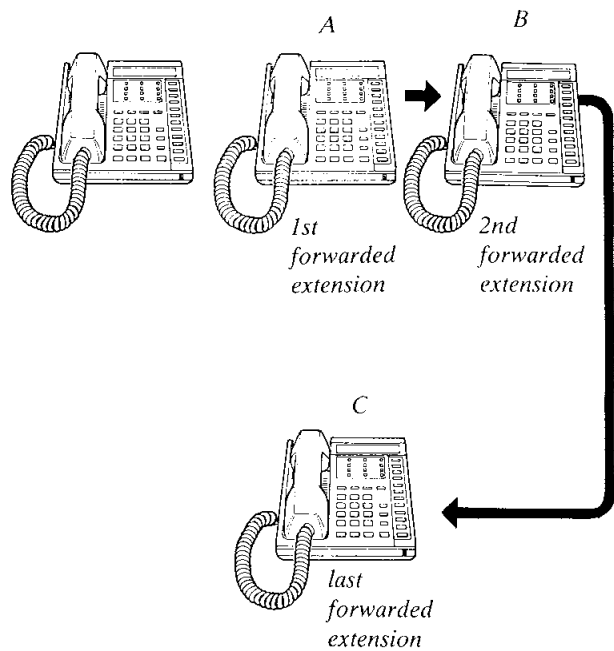
reorder tone: (two beeps a second)



- An extension can not accommodate more than one forwarded extension. At each time of newly setting "Call Forwarding", a destination (forwarded extension code) will be renewed. Old entry will be cancelled.

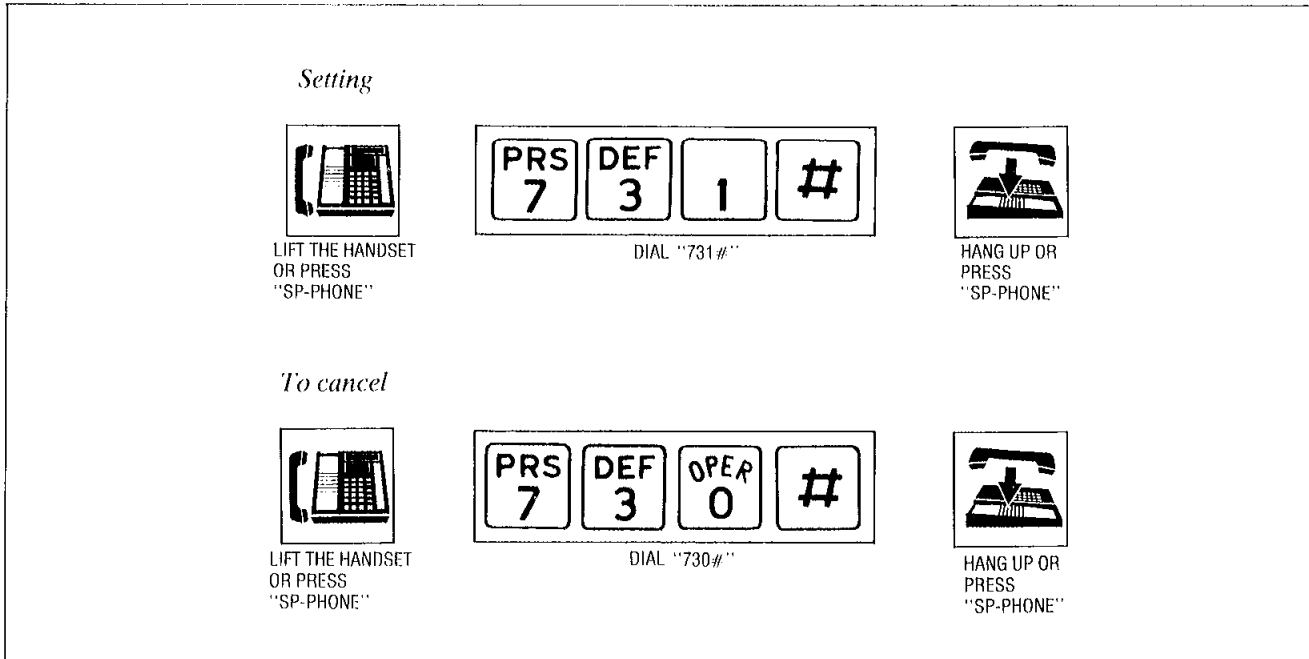


- If extension A is forwarding all calls to extension B and B is forwarding all calls to C, if any extension calls A, they will be connected to C. (If you attempt to forward a call to a forwarding extension, reorder tone is heard instead of confirmation tone to prevent an endless loop.)



Reorder tone will be produced to prevent an endless loop.

## Dial Call Pickup Deny



### Description

Allows you to prohibit any other extension user from answering calls directed to you.

### Conditions

From your extension which is in the "Dial Call Pickup Deny" mode, you may call (outside or intercom).



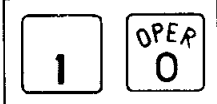


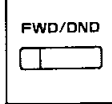



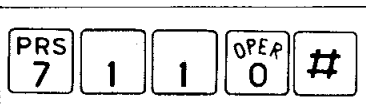

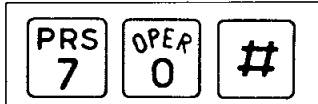


### Operation

1. Lift the handset or press the SP-PHONE button.
2. Dial (731#).  
Wait for confirmation tone. "C.PICKUP DENY" will be displayed.
3. Hang up or press the SP-PHONE button.

#### To cancel,

1. Lift the handset or press the SP-PHONE button.
2. Dial (730#).  
Wait for confirmation tone. "C.PICKUP ALLOW" will be displayed.
3. Hang up or press the SP-PHONE button.

## Do not Disturb

Setting	To cancel
 LIFT THE HANDSET OR PRESS "SP-PHONE"  PRESS "FWD/DND"  DIAL "10"  HANG UP OR PRESS "SP-PHONE"	 LIFT THE HANDSET OR PRESS "SP-PHONE"  PRESS "FWD/DND"  DIAL "0"  HANG UP OR PRESS "SP-PHONE"
or	or
 LIFT THE HANDSET  DIAL "7110#"	 LIFT THE HANDSET  DIAL "70#"
 HANG UP	 HANG UP

### Description

Each extension can be individually programmed from receiving outside or intercom calls.

### Operation

#### Setting

1. Lift the handset or press the SP-PHONE button.
2. Press the FWD/DND button.
3. For setting, dial (10).  
The indicator of FWD/DND button will be lit.  
"DO NOT DISTURB" will be displayed.  
Wait for confirmation tone.
4. Hang up or press the SP-PHONE button.

- or
1. Lift the handset.
  2. Dial (7110#).
  3. Hang up.

### To Cancel

1. Lift the handset or press the SP-PHONE button.
2. Press the FWD/DND button.
3. Dial (0).  
The indicator of the FWD/DND button will go out.
4. Hang up or press the SP-PHONE button.

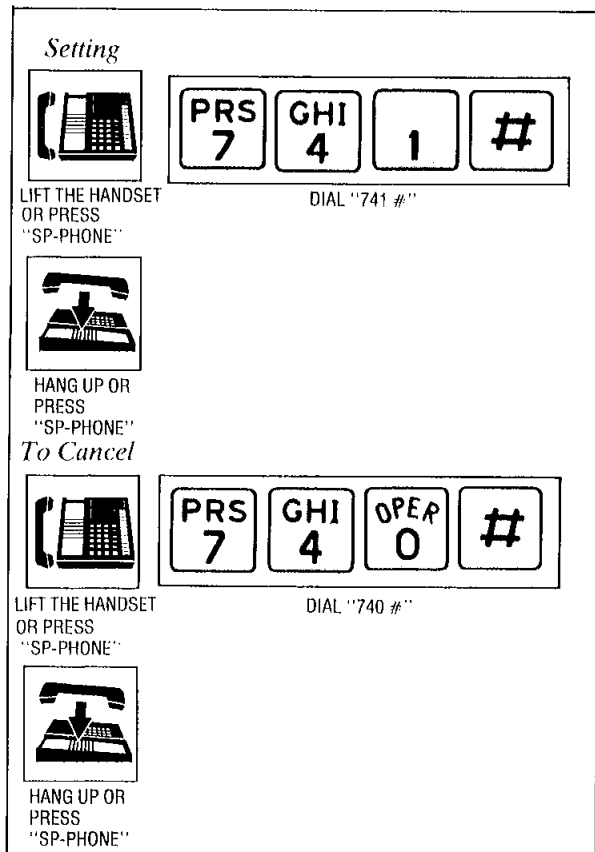
or

1. Lift the handset.
  2. Dial (70#).
  3. Hang up.

### Conditions

- When "Do not Disturb" is entered, "Call Forwarding" will be cancelled, if entered.
- "Do not Disturb" does not prevent the extension from recall for recalling for on-hold and camp-on.

## Data Line Security



### Description

This feature provides security when transmitting data through an extension of KX-T30810.

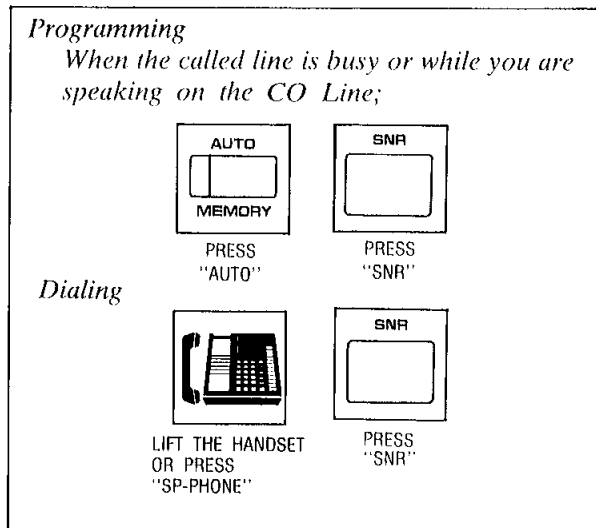
### Operation

1. Lift the handset or press the SP-PHONE button.
2. For setting, dial (741#) and wait for confirmation tone.  
For cancellation, dial (740#) and wait for confirmation tone.
3. Hang up or press the SP-PHONE button.

### Conditions

- The parallel connection of the KX-T30830/KX-T30820/KX-T30850 and a data terminal equipment is impossible.

## Saved Number Redial



### Description

The desired phone number on an outgoing call to CO Line can be stored and then redialed.

### Programming

While speaking on the CO Line or when the called party is busy.

1. Press the AUTO button.
  2. Press the SNR button.
- The phone number can not be stored even if you press the AUTO and SNR buttons after hang up.

### Dialing

1. Lift the handset or press the SP-PHONE button.
  2. Press the SNR button.
- You may press the CO button to select the CO line directly after lifting the handset or pressing the SP-PHONE button.

### Conditions

- Up to 32 digits can be stored and redialed.



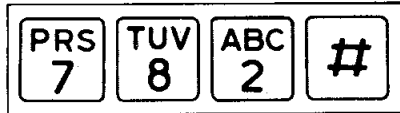
## Flexible Night Service

(Extension 11 only)

To enable night service: (To disable day service)



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "782#"

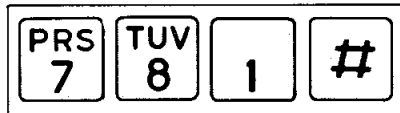


HANG UP OR  
PRESS  
"SP-PHONE"

To disable night service: (To enable day service)



LIFT THE HANDSET  
OR PRESS  
"SP-PHONE"



DIAL "781#"




HANG UP OR  
PRESS  
"SP-PHONE"

### Description

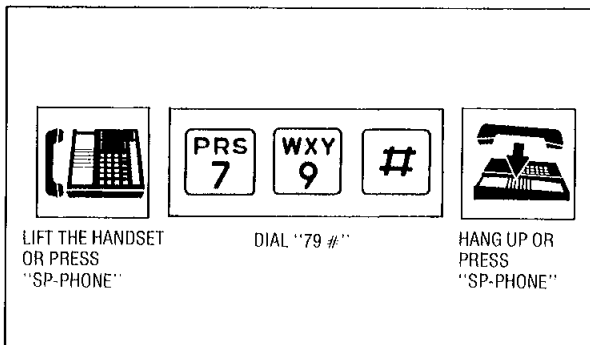
Normal system operation is set for day time. Night service allows for the outward dialing and incoming ringing assignments to be rearranged via programming. Night service is enabled or disabled through extension 11 using this feature, at any time. Without activating this feature, the day/night services are automatically switched at pre-determined time (9:00 AM and 5:00 PM for default time) by the internal clock if the Switching Mode (Day/Night Service) is selected "AUTO" mode in the KX-T30810. Refer to "Switching Mode (Day/Night Service)" page 2-10 and "Starting time (Day/Night Service)" page 2-11.

### Operation

1. Lift the handset or press the SP-PHONE button of extension 11.
2. Dial (782#) and wait for confirmation tone. Night service is enabled. "NIGHT MODE" will be displayed.
3. To return to day service, dial (781#) and wait for confirmation tone. "DAY MODE" will be displayed.
4. Hang up or press the SP-PHONE button.

When the unit is not in use, the present mode selected will be shown by pressing the  button.

## Station Program Clear



### Description

Dialing (\*79 #) will clear the following station programs on an extension.

Background Music  
Call Forwarding  
Data Line Security  
Dial Call Pickup Deny  
Do not Disturb

### Operation

1. Lift the handset or press the SP-PHONE button.
2. Dial (\*79 #) and wait for confirmation tone.  
"EXT DATA CLEAR" will be displayed.
3. Hang up or press the SP-PHONE button.

# OPERATION FOR STANDARD TELEPHONE (rotary and touch tone phones)

## To Make Calls

### Inter Office Calling (Intercom) (see page 3-1)

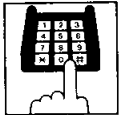
#### Description

Station to station dialing within the KX-T30810 system.

#### Operation



LIFT THE HANDSET



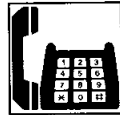
DIAL EXTENSION NUMBER (11 through 18)

### Speed Dialing (see page 3-3)

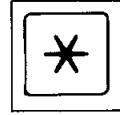
#### Description

There are 100 memory locations of system speed dialing available.

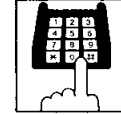
#### Operation



LIFT THE HANDSET



DIAL "\*"



DIAL SPEED ACCESS CODE (00 through 99)

- It is no need to access a CO line.
- A rotary phone is not available for the speed calling.
- Continuous use of speed dialing is impossible.

### Outward Dialing (see page 3-2)

#### Automatic Line Access

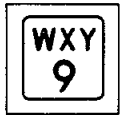
#### Description

Each extension can automatically select an idle CO (Central Office) Line within the KX-T30810.

#### Operation



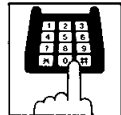
LIFT THE HANDSET



DIAL "9"



WAIT FOR C.O. DIAL TONE



DIAL TELEPHONE NUMBER

### Calling Doorphone (see page 3-6)

#### Description

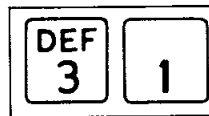
Up to two doorphones (KX-T30865) can be connected to the KX-T30810.

#### Operation

##### Doorphone 1



LIFT THE HANDSET



DIAL "31"

#### Individual Line Access

#### Description

Any of the 3 CO Lines may be selected by dial access.

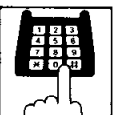
#### Operation



LIFT THE HANDSET



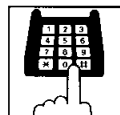
DIAL "8"



DIAL CO NUMBER (1 through 3)

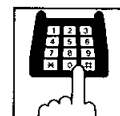


WAIT FOR C.O. DIAL TONE

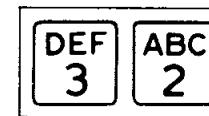


DIAL TELEPHONE NUMBER

##### Doorphone 2



LIFT THE HANDSET



DIAL "32"

## When a Line is Busy

### Automatic Call Back Busy (Camp-on) (see page 3-7)

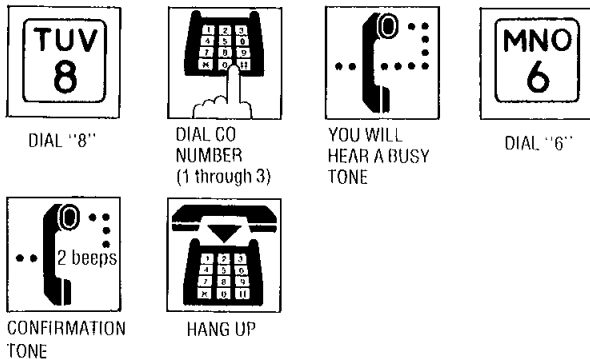
#### Description

If the intercom extension or outside line you have dialed is busy, you will be automatically called back when the extension or the outside line becomes free using this function.

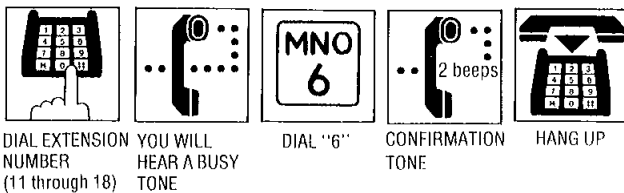
This feature is also known as camp-on.

#### Operation

##### For Outside Calls



##### For Intercom Calls



##### When hearing a ring back



LIFT THE HANDSET

- When intercom calls, you will hear the ring back tone.
- When outside calls, you will hear the dial tone from CO.

- A call back busy cannot be activated on an extension which has a call on hold.

### Busy Station Signaling (See page 3-8.)

#### Description

If the extension you have dialed is busy, you can inform that extension that another intercom call is reaching by three beeps. For use of this feature, the other extension is required to be set this feature beforehand in the KX-T30810.

#### Operation



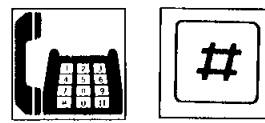
- To answer your signal, see "Call Waiting" on page 4-4.

### Last Number Redial (see page 3-8)

#### Description

The last phone number dialed on an outgoing call to CO can be redialed.

#### Operation



LIFT THE HANDSET

PRESS "#"

- You may dial "80" instead of pressing the "#" button.

## To Receive Calls

### Answer (see page 3-9)

#### Operation



LIFT THE  
HANDSET

### Dial Call Pickup (see page 3-10)

#### Description

An extension user can answer any ringing extension within their own pickup group.

#### Operation



LIFT THE HANDSET



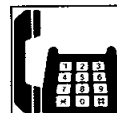
DIAL "40"

### Directed Call Pickup (see page 3-10)

#### Description

An extension may answer an incoming call that is ringing at another extension regardless of pickup group.

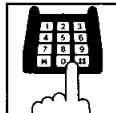
#### Operation



LIFT THE HANDSET



DIAL "4"



DIAL THE RINGING  
EXTENSION NUMBER  
(11 through 18)

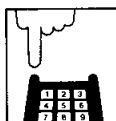
### Call Park Retrieve (see page 3-11)

#### Description

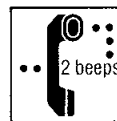
Allows extension user to retrieve a call (intercom or outside) on hold at any extension.

#### Operation

##### To Park a Call



FLASH  
HOOKSWITCH



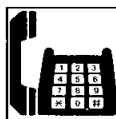
CONFIRMATION  
TONE



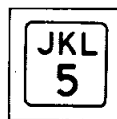
REPLACE  
HANDSET

- Do not depress hookswitch for more than one second, or party will be disconnected.

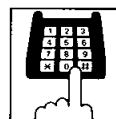
##### To Retrieve a Parked Call at Any Other Extension



LIFT THE  
HANDSET



DIAL "5"

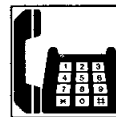


DIAL PARKED  
EXTENSION  
NUMBER

- In case parked call is outside call, you may dial parked CO line number (81 through 83) instead of parked extension number.

### Doorphone (see page 3-12)

#### Operation



LIFT THE  
HANDSET

## While Having a Conversation

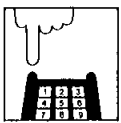
### Call on Hold (see page 3-13 and 3-15)

#### Description

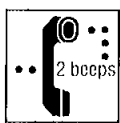
If you wish to leave your phone unattended but want the caller you are in conversation with to wait, call on hold may be used. Intercom and outside calls may be placed on hold.

#### Operation

##### To Place a Call on Hold



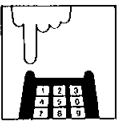
FLASH  
HOOKSWITCH



CONFIRMATION  
TONE

- Do not depress hookswitch for more than one second, or party will be disconnected.

##### To Cancel



FLASH  
HOOKSWITCH

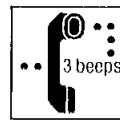
### Call Waiting (see page 3-18)

#### Description

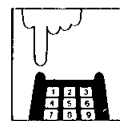
Calls waiting tone during a conversation indicates there is a new incoming CO Line call or Intercom call.

This feature required to be set beforehand in the KX-T30810. For programming, see page 2-23.

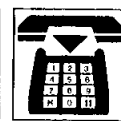
#### Operation



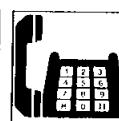
WILL HEAR  
CALL WAITING  
TONE



FLASH  
HOOKSWITCH  
PUTS 1ST PARTY  
ON HOLD



HANG UP



LIFT THE  
HANDSET



CONSULT NEW  
CALLER  
1ST PARTY  
ON HOLD

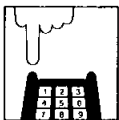
- When you use the hold button of a standard telephone, above-mentioned feature is not available.
- To terminate the original call and talk to the 2nd call, hang up and then lift the handset. (You don't need to flash the hookswitch.)

### Conference (see page 3-17)

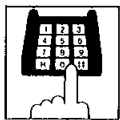
#### Description

Allows for up to a three party conference, (2-outside/1-inside) (1-outside/2-inside) or (3-inside).

#### Operation



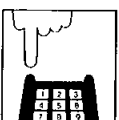
FLASH  
HOOKSWITCH  
PUTS 1ST PARTY  
ON HOLD



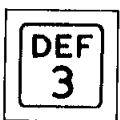
DIAL 2ND  
PARTY



CONSULT WITH  
2ND PARTY  
1ST PARTY  
ON HOLD

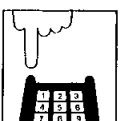


FLASH  
HOOKSWITCH



DIAL "3"  
(3-party conference  
now established.)

##### ■ To Hold one Caller and Talk to the Other Caller



FLASH  
HOOKSWITCH



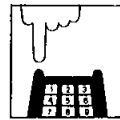
2ND PARTY  
ON HOLD  
1ST PARTY IN  
CONSULTATION

### Call Splitting (see page 3-20)

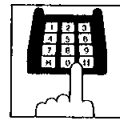
#### Description

Allows station user to alternate between two parties, either intercom or outside.

#### Operation



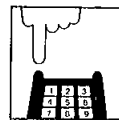
FLASH  
HOOKSWITCH



DIAL SECOND  
PARTY



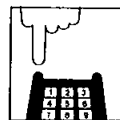
CONSULT 2ND PARTY  
1ST PARTY ON HOLD



FLASH  
HOOKSWITCH



2ND PARTY ON HOLD  
1ST PARTY IN  
CONSULTATION



FLASH  
HOOKSWITCH



1ST PARTY ON HOLD  
2ND PARTY IN  
CONSULTATION

## While Having a Conversation (cont.)

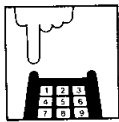
### Call Transfer (see page 3-19)

#### Description

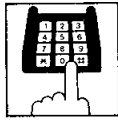
Outside or intercom calls may be transferred to any extension manually.

#### Operation

##### To Transfer After Other Extension Answers



FLASH  
HOOKSWITCH



DIAL EXTENSION  
NUMBER

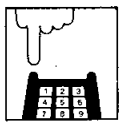


ANNOUNCE  
AND WAIT  
FOR AN  
ANSWER

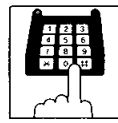


HANG UP

##### To Transfer without Announcing the Other Extension



FLASH  
HOOKSWITCH



DIAL EXTENSION  
NUMBER



HANG UP

##### To Retrieve the Call

If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you. In this case:

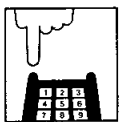


LIFT THE  
HANDSET

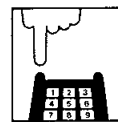
- The time that the call returns to you when the transferred call is not received can be changed 30 seconds into 15 seconds.

For changing, see page 2-19.

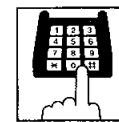
##### To change the party to whom a call is transferred before hanging up



FLASH  
HOOKSWITCH  
TO RETRIEVE  
THE CALL



FLASH  
HOOKSWITCH



DIAL EXTENSION  
NUMBER

## Paging

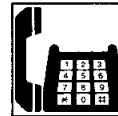
### Paging All Extensions (see page 3-21)

#### Description

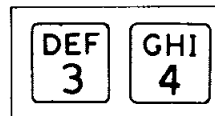
Allows paging to all extensions.

#### Operation

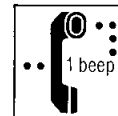
##### To Access



LIFT THE HANDSET



DIAL "34"



CONFIRMATION  
TONE



PAGE



WAIT FOR AN  
ANSWER  
AND TALK

- Page will be heard only from the built-in speaker of KX-T30830, KX-T30820 or KX-T30850. It will not be heard from the built-in speaker of standard telephone.



## Paging (cont.)

### Paging Group (see page 3-22)

#### Description

Allows paging to either of two groups.

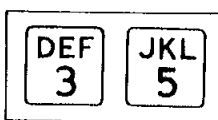
#### Operation

##### To Access

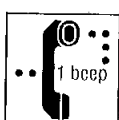
For Pickup Group 1



LIFT THE HANDSET



DIAL "35"



CONFIRMATION TONE



PAGE



WAIT FOR AN ANSWER AND TALK

- For Pickup Group 2:  
At step 2 above, dial 36 instead of 35.

- Page will be heard only from the built-in speaker of KX-T30830, KX-T30820 or KX-T30850. It will not be heard from the built-in speaker of standard telephone.



### Paging-External (see page 3-22)

#### Description

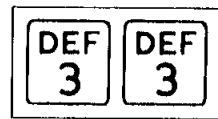
Allows access to external paging equipment.

#### Operation

##### To Access



LIFT THE HANDSET



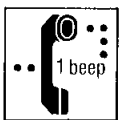
DIAL "33"



CONFIRMATION TONE



PAGE



WAIT FOR CONFIRMATION TONE AND TALK OR HANG UP

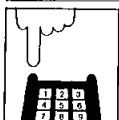
- Page will be heard from external paging equipment.



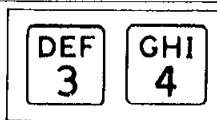
### Paging And Transfer (see page 3-23)

#### Operation

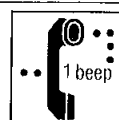
##### To Transfer a Call to the Paged Person



FLASH  
HOOKSWITCH TO  
PLACE A CALL  
ON HOLD



DIAL "34"



CONFIRMATION TONE



PAGE



WAIT FOR AN ANSWER AND HANG UP

- You may dial 35, 36 or 33 instead of 34.

### Paging-Answer (see page 3-23)

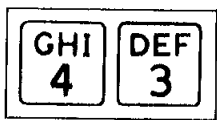
#### Description

A page from built-in speaker or external paging equipment can be answered from any extension.

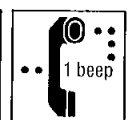
#### Operation



LIFT THE HANDSET



DIAL "43"



CONFIRMATION TONE



TALK



## Use of Other Features

### External Feature Access (see page 3-26)

#### Description

Allows extension user to access features of the central office or host PBX. (example: call waiting feature can be supplied by central office.)

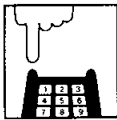
- The external feature (call waiting) can only be accessed when engaged on an outside call.
- The following example shows you one of the procedures.

#### Operation

##### Call Waiting—Outside Line



WILL HEAR A CALL WAITING TONE



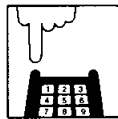
FLASH HOOKSWITCH



DIAL "0"



CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD



FLASH HOOKSWITCH



DIAL "0"



CONSULT WITH THE ORIGINAL CALLER WHILE THE 2ND CALL IS ON HOLD

(If the calling party on hold hangs up, the line is terminated.)

- Flashing the hookswitch and dialing 0 means flash operation.
- If KX-T30810 is connected to host PBX and flash operation is required, follow the procedure of flash operation which is required in the host PBX.

### Intercom Alerting Mode (see page 3-28)

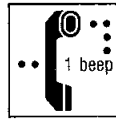
#### Description

"Voice alerting" (through built-in speaker) that is established at the called party's extension, can be switched to "Tone alerting" (ringing).

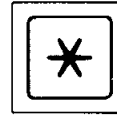
- This feature required to be set beforehand in the KX-T30810. For programming, see page 2-28.
- A rotary phone is not available.

#### Operation

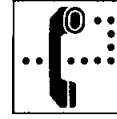
##### Switching to Tone Alerting



WAIT UNTIL A CONFIRMATION TONE IS HEARD



PRESS "\*" "



RING BACK TONE

- You should press "\*" button within 10 seconds after the dialing.

## Station Programming

■ You may dial "0" instead of pressing the "#" button.

### Call Forwarding (see page 3-30)

#### Description

All outside or intercom calls to your extension can be forwarded to another extension automatically during your absence.

#### Operation

##### Setting

LIFT THE HANDSET      DIAL "71"      DIAL THE EXTENSION NUMBER

DIAL "#"

HANG UP

##### To Cancel

LIFT THE HANDSET      DIAL "70#"

HANG UP

### Dial Call Pickup Deny (see page 3-32)

#### Description

Allows you to prohibit any other extension user from answering calls directed to you.

#### Operation

##### Setting

LIFT THE HANDSET      DIAL "731#"

HANG UP

##### To Cancel

LIFT THE HANDSET      DIAL "730#"

HANG UP

### Do not Disturb (see page 3-33)

#### Description

Each extension can be individually programmed from receiving outside or intercom calls.

#### Operation

##### Setting

LIFT THE HANDSET      "7110#"

HANG UP

##### To Cancel

LIFT THE HANDSET      DIAL "70#"

HANG UP

## Station Programming (cont.)

### Data Line Security (see page 3-34)

#### Description

This feature provides security when transmitting data through an extension of the KX-T30810. Call waiting or hold time reminder tone from KX-T30810 are prohibited in this mode.

#### Operation

##### Setting



LIFT THE HANDSET



DIAL "741#"

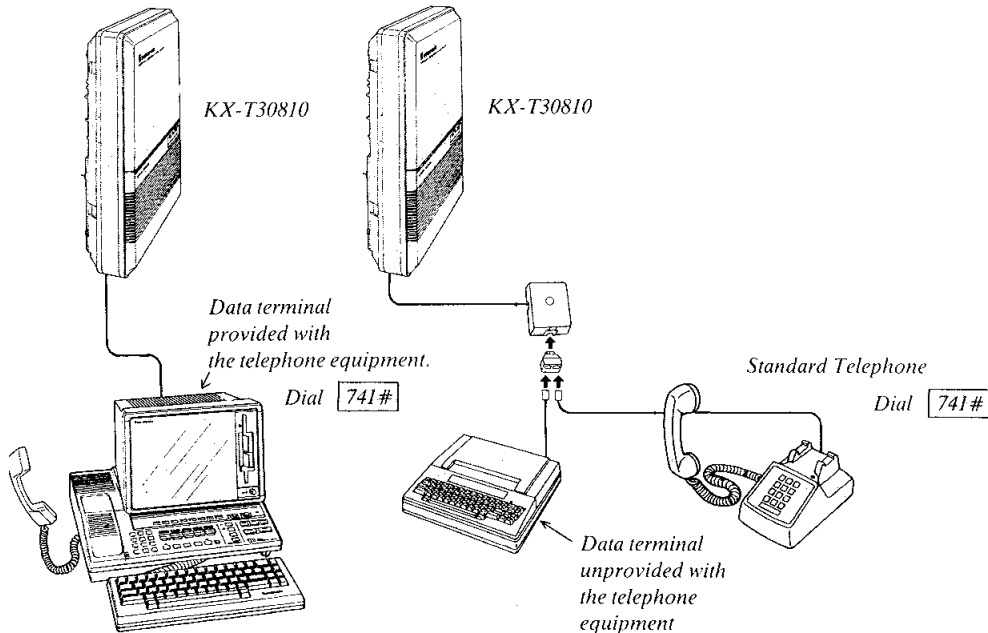
##### To cancel



LIFT THE HANDSET



DIAL "740#"



- This mode cannot prevent external call waiting tone from coming into KX-T30810 system. We recommend that this mode is established on a line which has no special telephone company services.

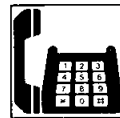
### Station Program Clear (see page 3-36)

#### Description

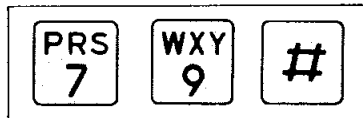
Dialing (79 #) will clear the following station programs on an extension.

- Call Forwarding
- Data Line Security
- Dial Call Pickup Deny
- Do not Disturb

#### Operation



LIFT THE HANDSET



DIAL "79 #"



HANG UP

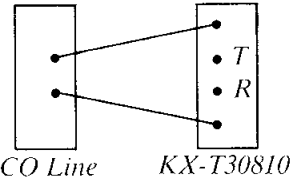
# TROUBLESHOOTING

## *During Installation*

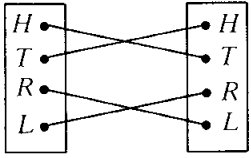
<b>PROBLEM</b>	<b>PROBABLE CAUSE</b>	<b>POSSIBLE SOLUTION</b>
<i>Extension does not operate.</i>	<p><i>Bad connection between system and extension</i></p> <p><i>The system program switch of the KX-T30810 is set to PROGRAM.</i></p> <p><i>A telephone with an A-A1 relay is connected.</i></p> <p><i>Bad extension</i></p>	<p><i>Take that extension and plug it into the same extension port using a short telephone cord. If telephone does not work, connection between the system and the extension must be repaired.</i></p> <p><i>Set to SET except when programming.</i></p> <p><i>Use a 2 wires cord. Set the A-A1 relay switch of the telephone to OUT or OFF.</i></p> <p><i>Take that extension and plug it into another extension port that is working. If the telephone does not work, replace the phone.</i></p>
<i>Improper reset operation</i>		<i>Press the Reset Button.</i>
<i>Call is disconnected during connection operation.</i>	<i>Instantaneous drop of DC voltage from Central Office (or host PBX) when in operation of connection between C. O. and system.</i>	<p><i>Program for a no CPC signal (CPC means Calling Party Control)</i></p> <p><i>Set the calling party control signal to "DISABLE".</i></p> <p><i>Refer to page 2-27.</i></p>
<i>Noise in external paging</i>	<i>Induced noise on the wire between System and an Amplifier.</i>	<p><i>Use a shielded cable as a connection wire between System and Amplifier.</i></p> <p><i>A shorter shielded cable is recommended.</i></p>
<i>Volume distortion from external music source</i>	<i>Excessive input level from external music source</i>	<i>Decrease the Output level of the external music source by using the Volume Control on the music source.</i>
<i>Speed dialing or One Touch Dialing does not function.</i>	<i>Bad programming</i>	<i>Enter the line access code (9, 81, 82, 83) into programming.</i>
<i>A dial tone (short tone continuously) was heard and telephone line hung up at once when accessing a outside during the speakerphone mode.</i>	<i>The host PBX may cause the line to hang up when the KX-T30810 was connected to it.</i>	<i>Use the handset instead of the speakerphone.</i>

## During Connection

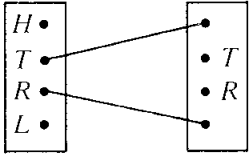
### 1. Connection between the Central Office and the KX-T30810

PROBLEM	CAUSE	SOLUTION
Cannot make or receive calls on the CO Lines.	CO Lines are connected to the H/L. 	Reconnect the CO Lines to the T/R of the telephone jack using the 2-conductor wiring cord.

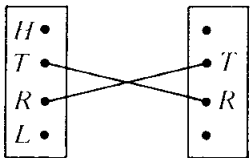
### 2. Connection between the KX-T30810 and the extensions (KX-T30820 and KX-T30830)

PROBLEM	CAUSE	SOLUTION
Cannot make calls when the SP-Phone button on the KX-T30820 (and KX-T30830) is pressed. The SP-Phone indicator does not light.	The T/R is connected to the H/L. 	Use the correct cord (inner 2 wires are for T/R and the outer 2 wires are for H/L).

### 3. Connection between the KX-T30810 and a standard telephone (with no polarity)

PROBLEM	CAUSE	SOLUTION
When the handset is lifted, nothing is heard.	The T/R is connected to the H/L. 	Use the correct cord (inner 2 wires are for T/R). *If a telephone equipped with an A-A1 relay is connected to the KX-T30810, set the A-A1 relay switch of the telephone to OFF.

### 4. Connection between the KX-T30810 and a standard telephone that is polarity sensitive

PROBLEM	CAUSE	SOLUTION
Dial tone cannot be heard when the handset is lifted.	The "T" is connected to the "R". 	Reverse the connections of the T/R.

## ***During Operation***

<b><i>PROBLEM</i></b>	<b><i>PROBABLE CAUSE</i></b>	<b><i>POSSIBLE SOLUTION</i></b>
<i>Extension does not operate.</i>	<i>The Power failure switch of the KX-T30830 is set to ON.</i>	<i>Set the Power failure switch to OFF.</i>
<i>When speakerphone mode, nothing is heard.</i>	<i>The HANDSET/ HEADSET selector of the KX-T30830 is set to the "HEADSET" position.</i>	<i>When the headset is not used, set the HANDSET/ HEADSET selector to the "HANDSET" position.</i>
<i>The unit does not ring.</i>	<i>Ringer Volume Selector is set to "OFF".</i>	<i>Set to "HIGH" or "LOW".</i>
<i>During a power interruption, extensions 11, 12 and 13 do not operate.</i>	<ul style="list-style-type: none"> <li>● <i>The Power failure switch of the KX-T30830 is set to OFF.</i></li> <li>● <i>The dialing mode (tone or pulse) is improper.</i></li> <li>● <i>KX-T30820 or KX-T30850 is connected.</i></li> </ul>	<ul style="list-style-type: none"> <li>● <i>Set the Power failure switch to ON.</i></li> <li>● <i>Set the Tone/Pulse switch to the other position.</i></li> <li>● <i>Disconnect the KX-T30820 or KX-T30850, and connect the KX-T30830 or a standard telephone.</i></li> </ul>

## ***Reset Button***

*If the system is not operating properly, use the Reset Button.*

- *Before using Reset Button, try again the system feature which does not work several times to confirm there definitely a problem.*
  - *Pressing the Reset button will cause the followings.*
    - 1. Camp-on to be cleared.*
    - 2. Last number redial to be cleared.*
    - 3. Saved number redial to be cleared.*
    - 4. Calls on hold are terminated.*
    - 5. Calls on exclusive hold are terminated.*
    - 6. Calls in progress are terminated.*
- Data that is stored in memory other than above mentioned will not be cleared by use of the Reset Button.*

### ***Note***

*If the system does not operate properly, push the Reset Button.*

*If still no difference occurs, switch the power off and on again after 5 minutes. If the system still does not work, switch the power off.*

*The following extensions will be directly connected to each of the central office lines (C.O.).*

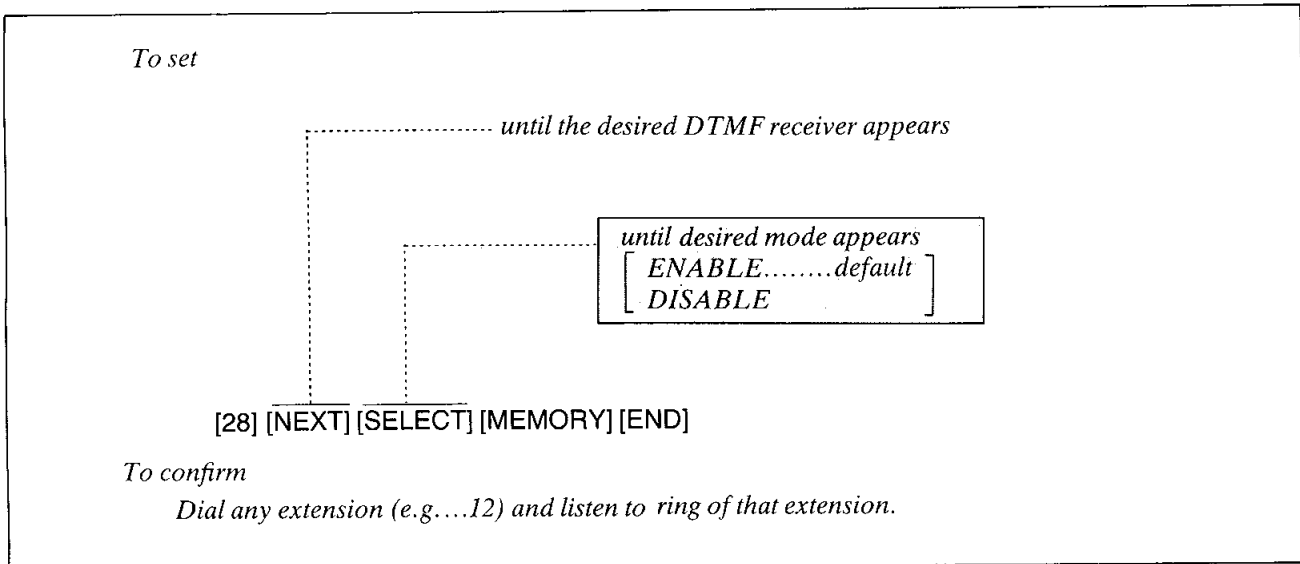
*Extension 11...C.O.1*

*Extension 12...C.O.2*

*Extension 13...C.O.3*

*If the KX-A16B is connected to the system, switch off the power of the KX-A16B.*

## DTMF Receiver Check



### Description

DTMF (Dual Tone Multi Frequency) Receiver enables tone telephones to dial within the system.

To check the DTMF Receivers, activate the DTMF Receivers one at a time and confirm if the receiver can receive tone signals.

### Operation at Extension 11

To Remove DTMF Receiver 2:

1. Set the System Program Switch to the PROGRAM position.
2. Dial (28) to enter the DTMF mode.  
"DTMF RCVR SEL" will be displayed.
3. Press the NEXT button, twice.  
"DTMF 1: ENABLE" and then  
"DTMF 2: ENABLE" will be displayed.
4. Press the SELECT button to change to DISABLE.  
"DTMF 2: DISABLE" will be displayed.
5. Press the MEMORY button.
6. Press the END button to return to the initial program mode.
7. Set the System Program Switch to the SET position.

### Confirmation of DTMF Receiver 1:

1. Set the DIALING MODE (located on the rear of KX-T30830) switch to the TONE position.
2. Set the POWER FAILURE (located on the rear of KX-T30830) switch to the ON position.
3. Dial the extension number (e.g....12).
4. If DTMF Receiver is bad, do the following procedure for removing the DTMF Receiver after the next step on this section.
5. Set the POWER FAILURE Switch to the OFF position.

To check the DTMF Receiver 2, remove DTMF Receiver 1 and confirm that DTMF Receiver 2 is good by the procedures of "To Remove DTMF Receiver 1" and "Confirmation of DTMF Receiver 2".

### Conditions

- The "DISABLE" can not be established on both DTMF Receivers 1 and 2, at the same time.

## Table of System Features

The following system features can be programmed into memory.

Dial Plan Code	System Features
Extension no. (11 through 18)	Individual Inter Office Calling
DEF 3 1 or DEF 3 ABC 2	Calling Doorphone 1 or Doorphone 2
DEF 3 DEF 3	Paging—External
DEF 3 GHI 4	Paging All Extensions
DEF 3 JKL 5 or DEF 3 MNO 6	Paging Group 1 or 2
GHI 4 OPER 0	Dial Call Pickup
GHI 4 Extension no. (11 through 18)	Directed Call Pickup
GHI 4 DEF 3	Paging Answer
JKL 5 Extension no. (11 through 18) OR JKL 5 TUV 8 CO no. (1 through 6)	Call Park Retrieve
MNO 6	Camp-on
PRS 7 OPER 0 #	Cancelling Call Forwarding or Do Not Disturb
PRS 7 1 Extension no. (11 through 18) #	Call Forwarding
PRS 7 1 1 OPER 0 #	Do Not Disturb
PRS 7 DEF 3 OPER 0 #	Cancelling Dial Call Pickup Deny
PRS 7 DEF 3 1 #	Dial Call Pickup Deny
PRS 7 JKL 5 OPER 0 #	Cancelling Background Music
PRS 7 JKL 5 1 #	Background Music
PRS 7 TUV 8 1 #	Flexible Night Service—Day Mode
PRS 7 TUV 8 ABC 2 #	Flexible Night Service—Night Mode



## LIST OF TONES

	1 sec
Confirmation tone 1	
Confirmation tone 2	
Conference Confirmation tone	
Feature activation tone	
Dial tone	
Busy tone 1	
Busy tone 2	
Reorder tone	
Ringback tone	
Do not Disturb tone	
Call on hold tone	
Alarm tone	
Hold time reminder	
Call waiting tone	

## LIST OF RING TONES

	1 sec
CO calls (CO hold recall)	
Intercom calls (Intercom hold recall)	
Doorphone calls	
Recall for camp-on	

# SPECIFICATION

---

## General Description

1. Capacity	Outsides (CO)	3
	Stations	8
2. Control Method	Stored Program CPU: 8 bits CPU, 4 bits CPU Control ROM: 48 KB, Control RAM: 8 KB	
3. Switching	Space Division CMOS Crosspoint Switch	
4. Power Supplies	Primary	230 VAC, 50 Hz
	Secondary	Station Supply Volt: +26 V, Circuit Volt: +5 V, +12 V, +18 V, +26 V
	Power Failure ● 3 outsides assigned to stations (1 through 3)...power failure transfer ● System operation for 4 hours by optional Backup Adaptor.	
5. Dialing	Outward	Dial Pulse 10PPS Tone Dial
	Internal	Dial Pulse 10PPS, 20PPS Tone Dial
	Mode Conversion	DP-DTMF, DTMF-DP
6. Connector	Outsides (CO)	Modular Jack
	Station	Modular Jack
	Paging Output	Pin Jack (RCA JACK)
	External Music Input	two-conductors Jack (MINI JACK $\frac{3}{4}$ inch diameter)
7. EXT Connection	Cable	1 pair wire (Standard Telephone) 2 pair wire (KX-T30830/KX-T30820)
8. Intercom parths	3	

## Characteristics

1. Station Loop Limit	KX-T30830/KX-T30820/	40 ohms
	KX-T30850	
	Standard Telephone	600 ohms including set
	Doorphone	20 ohms
2. Minimum Leak Resistance	15,000 ohms	
3. Maximum Number of Station Instruments per Line	1 (KX-T30830, KX-T30820 or KX-T30850) or 3 (Standard telephone)	
4. Ring Voltage	90 Vrms at 20 Hz depends on Ringing Load	
5. Primary Power	230 VAC, 50 Hz, 0.4 A maximum	
6. Central Office Loop Limit	1600 ohms maximum	
7. Environmental Requirements	0-40°C, 10%-90%	
8. Hookswitch Flash Timing Range	204-1000 msec	

# Panasonic

## Phone Number Directory

### ► TELEPHONE NUMBER ◀

	TEL NO.	NOTE
1		
2		
3		

### ► EXTENSION NUMBER ◀

No.	NAME	NOTE	No.	NAME	NOTE
11			15		
12			16		
13			17		
14			18		

### ► SPEED CALLING ◀

CODE	NAME	TEL NO.	CODE	NAME	TEL NO.
00			16		
01			17		
02			18		
03			19		
04			20		
05			21		
06			22		
07			23		
08			24		
09			25		
10			26		
11			27		
12			28		
13			29		
14			30		
15			31		

# Panasonic

## ▶ SPEED CALLING ◀

CODE	NAME	TEL NO.	CODE	NAME	TEL NO.
32			66		
33			67		
34			68		
35			69		
36			70		
37			71		
38			72		
39			73		
40			74		
41			75		
42			76		
43			77		
44			78		
45			79		
46			80		
47			81		
48			82		
49			83		
50			84		
51			85		
52			86		
53			87		
54			88		
55			89		
56			90		
57			91		
58			92		
59			93		
60			94		
61			95		
62			96		
63			97		
64			98		
65			99		

# PROGRAMMING TABLE

TO SET	PROGRAM ADDRESS	STEPS REQUIRED TO CHANGE PROGRAM																																																							
Date and Time	[00]	<p>[NEXT] [A] [↔] [SELECT] [↔] [B] [↔] [SELECT] [↔] [C] [↔] [D] [↔] [SELECT] [MEMORY] [END]</p> <p style="margin-left: 40px;">└── year ─┘ └── month ─┘ └── day ─┘ └── day of the week ─┘ └── hour ─┘ └── minute ─┘ └── AM/PM</p>																																																							
System Speed Calling Entry	[01] or [AUTO]	<p>[NEXT] [AB] [CD] [phone number] [MEMORY]</p> <p style="margin-left: 40px;">└── [9]: automatic line access number</p> <p style="margin-left: 40px;">└── [81] through [83]: outside line access number</p> <p style="margin-left: 40px;">└── speed access code</p> <ul style="list-style-type: none"> <li>• To advance to the next code. [SELECT] [AB] [CD] [phone number] [MEMORY]</li> <li>• To exit the speed calling entry, press [END].</li> <li>• There is the phone number directory on page 5-8.</li> </ul>																																																							
CO Connection Assignment	[02]	<p>[NEXT] [NEXT] [SELECT] [MEMORY] [END]</p> <p style="margin-left: 40px;">└── CONNECT/NO CONNECT</p> <p style="margin-left: 40px;">└── until the desired CO number appears</p> <table border="1" style="margin-left: 40px; width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">Default</th> <th colspan="3" style="width: 50%;">To make program change</th> </tr> </thead> <tbody> <tr> <td>CO(s)</td> <td style="text-align: center;">all CO's</td> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Connect</td> <td style="text-align: center;">x</td> <td></td> <td></td> <td></td> </tr> <tr> <td>No connect</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Default	To make program change			CO(s)	all CO's	1	2	3	Connect	x				No connect																																							
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Starting Time (Day/Night Service)	[05]	<p>[NEXT] [A] [↔] [B] [↔] [SELECT] [MEMORY] [NEXT] [C] [↔] [D] [ ] [SELECT] [MEMORY] [END]</p> <p style="margin-left: 40px;">└── minute ─┘ └── AM/PM</p> <p style="margin-left: 40px;">└── starting time for day service (hour)</p> <p style="margin-left: 40px;">└── minute ─┘ └── AM/PM</p> <p style="margin-left: 40px;">└── starting time for night service (hour)</p> <table border="1" style="margin-left: 40px; width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">Default</th> <th colspan="3" style="width: 50%;">To make program change</th> </tr> </thead> <tbody> <tr> <td>Day plan</td> <td style="text-align: center;">9:00 AM</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Night plan</td> <td style="text-align: center;">5:00 PM</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Default	To make program change			Day plan	9:00 AM				Night plan	5:00 PM																																											
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Toll Restriction—Area Code Selection	[11]	<p>[NEXT] [NEXT] [C] [MEMORY] [END]            ----- area code with 3 digits            ----- until the desired memory location number appears</p> <table border="1"> <thead> <tr> <th></th> <th colspan="19">Memory location number</th> </tr> <tr> <th></th> <th>00</th> <th>01</th> <th>02</th> <th>03</th> <th>04</th> <th>05</th> <th>06</th> <th>07</th> <th>08</th> <th>09</th> <th>10</th> <th>11</th> <th>12</th> <th>13</th> <th>14</th> <th>15</th> <th>16</th> <th>17</th> <th>18</th> <th>19</th> </tr> </thead> <tbody> <tr> <td>Area code entry</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Memory location number																				00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	Area code entry																				
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Host PBX Access Codes Assignment	[13]	<p>[NEXT] [NEXT] [A...D] [MEMORY] [END]            ----- up to four outside access codes each with a maximum of 2 digits            ----- until the desired CO numbers appears</p> <table border="1"> <thead> <tr> <th>CO</th> <th colspan="4">Outside access codes of the host PBX</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	CO	Outside access codes of the host PBX				1					2					3																																														
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# PROGRAMMING TABLE (cont.)

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Disconnect Time	[19]	<p>[NEXT] [NEXT] [SELECT] [MEMORY] [END]            ----- 1.5 SEC/4.0 SEC            --- until the desired CO number appears</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th></th> <th>Default</th> <th colspan="3">To make program change</th> </tr> <tr> <th>CO(s)</th> <td>all CO's</td> <th>1</th><th>2</th><th>3</th> </tr> </thead> <tbody> <tr> <td>1.5 sec</td> <td>×</td> <td></td><td></td><td></td> </tr> <tr> <td>4.0 sec</td> <td></td> <td></td><td></td><td></td> </tr> </tbody> </table>		Default	To make program change			CO(s)	all CO's	1	2	3	1.5 sec	×				4.0 sec																																												
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Calling Party Control (CPC) Signal	[20]	<p>[NEXT] [NEXT] [SELECT] [MEMORY] [END]            ----- ENABLE/DISABLE            --- until the desired CO number appears</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th></th> <th>Default</th> <th colspan="3">To make program change</th> </tr> <tr> <th>CO(s)</th> <td>all CO's</td> <th>1</th><th>2</th><th>3</th> </tr> </thead> <tbody> <tr> <td>Enable</td> <td>×</td> <td></td><td></td><td></td> </tr> <tr> <td>Disable</td> <td></td> <td></td><td></td><td></td> </tr> </tbody> </table>		Default	To make program change			CO(s)	all CO's	1	2	3	Enable	×				Disable																																												
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Intercom Alerting Mode	[21]	<p>[NEXT] [NEXT] [SELECT] [MEMORY] [END]            ----- TONE CALL/VOICE CALL            --- until the desired extension number appears</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th></th> <th>Default</th> <th colspan="8">To make program change</th> </tr> <tr> <th>Extensions</th> <td>all extensions</td> <th>11</th><th>12</th><th>13</th><th>14</th><th>15</th><th>16</th><th>17</th><th>18</th> </tr> </thead> <tbody> <tr> <td>Tone call</td> <td>×</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Voice call</td> <td></td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </tbody> </table>		Default	To make program change								Extensions	all extensions	11	12	13	14	15	16	17	18	Tone call	×									Voice call																													
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Programmable Doorphone	[22]	<p>[NEXT] [NEXT] [SELECT] [MEMORY] [END]            ----- D-PHONE 1, 2/1/2/ ••• (deny the ringing)            --- until the desired extension number appears</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th></th> <th>Default</th> <th colspan="8">To make program change</th> </tr> <tr> <th>Extensions</th> <td>all extensions</td> <th>11</th><th>12</th><th>13</th><th>14</th><th>15</th><th>16</th><th>17</th><th>18</th> </tr> </thead> <tbody> <tr> <td>Doorphone 1</td> <td>×</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Doorphone 2</td> <td>×</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>deny the ringing</td> <td></td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </tbody> </table>		Default	To make program change								Extensions	all extensions	11	12	13	14	15	16	17	18	Doorphone 1	×									Doorphone 2	×									deny the ringing																			
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<b>TO SET</b>	<b>PROGRAM ADDRESS</b>	<b>STEPS REQUIRED TO CHANGE PROGRAM</b>																																																		
Dial Call Pickup Group Assignment	[23]	<p>[NEXT] [NEXT] [SELECT] [MEMORY] [END]            ----- PICKUP-G:1/2/1, 2/1 • • • (out of the group)            ----- until the desired extension number appears</p> <table border="1"> <thead> <tr> <th></th> <th>Default</th> <th colspan="8">To make program change</th> </tr> </thead> <tbody> <tr> <td>Extensions</td> <td>all extensions</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> </tr> <tr> <td>Pickup Group 1</td> <td>×</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Pickup Group 2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>out of the group</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Default	To make program change								Extensions	all extensions	11	12	13	14	15	16	17	18	Pickup Group 1	×									Pickup Group 2										out of the group									
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Busy Tone Selection	[24]	<p>[NEXT] [SELECT] [MEMORY] [END]            ----- TONE 1/2</p> <table border="1"> <thead> <tr> <th></th> <th>Default</th> <th colspan="2">To make program change</th> </tr> </thead> <tbody> <tr> <td>Tone 1</td> <td>×</td> <td></td> <td></td> </tr> <tr> <td>Tone 2</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Default	To make program change		Tone 1	×			Tone 2																																									
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Hold Time Reminder	[25]	<p>[NEXT] [SELECT] [MEMORY] [END]            ----- 1 MIN/2 MIN.....19 MIN</p> <table border="1"> <thead> <tr> <th></th> <th colspan="9">minutes</th> </tr> </thead> <tbody> <tr> <td>Default</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>To make program change</td> <td></td> <td></td> <td>×</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		minutes									Default											To make program change			×																									
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Default																																																				
To make program change			×																																																	
Hold Recall Time Set	[26]	<p>[NEXT] [SELECT] [MEMORY] [END]            ----- 30 SEC/1 MIN/1.5 MIN/2 MIN/DISABLE</p> <table border="1"> <thead> <tr> <th></th> <th>30 seconds</th> <th>1 minute</th> <th>1 minute 30 seconds</th> <th>2 minutes</th> <th>disable</th> </tr> </thead> <tbody> <tr> <td>Default</td> <td>×</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>To make program change</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		30 seconds	1 minute	1 minute 30 seconds	2 minutes	disable	Default	×					To make program change																																					
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Programmable External Paging Access Tone	[27]	<p>[NEXT] [SELECT] [MEMORY] [END]            ----- ENABLE/DISABLE</p> <table border="1"> <thead> <tr> <th></th> <th>Default</th> <th colspan="2">To make program change</th> </tr> </thead> <tbody> <tr> <td>Enable</td> <td>×</td> <td></td> <td></td> </tr> <tr> <td>Disable</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Default	To make program change		Enable	×			Disable																																									
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DTMF Receiver Check	[28]	<p>[NEXT] [SELECT] [MEMORY] [END]            ----- ENABLE/DISABLE            ----- until the desired DTMF receiver appears</p> <table border="1"> <thead> <tr> <th></th> <th>Default</th> <th colspan="2">To make program change</th> </tr> </thead> <tbody> <tr> <td>DTMF receiver</td> <td>1, 2</td> <td>1</td> <td>2</td> </tr> <tr> <td>Enable</td> <td>×</td> <td></td> <td></td> </tr> <tr> <td>Disable</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Default	To make program change		DTMF receiver	1, 2	1	2	Enable	×			Disable																																					
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Programmable secret Auto Dial	[29]	<p>[NEXT] [SELECT] [MEMORY] [END]            ----- NO SECRET/ SECRET</p> <table border="1"> <thead> <tr> <th></th> <th>Default</th> <th colspan="2">To make program change</th> </tr> </thead> <tbody> <tr> <td>No secret</td> <td>×</td> <td></td> <td></td> </tr> <tr> <td>Secret</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Default	To make program change		No secret	×			Secret																																									
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Station Program Clear	[98]	[NEXT] [MEMORY] [END]																																																		
System Clear	[99]	[NEXT] [MEMORY] [END]																																																		



Quick Reference Card for Standard Telephone

**TO MAKE CALLS**

- Inter office calling: extension no.
- Outward dialing
  - Automatic line access: 9 phone no.
  - Individual line access: 8 CO no. phone no.
- Speed dialing: \* speed access no.  
(A rotary phone is not available.)
- Calling doorphone  
For doorphone 1: 3 1  
For doorphone 2: 3 2

**WHEN A LINE IS BUSY**

- Automatic call back busy: 6
- Busy station signaling: 1
- Last number redial: # or 8 0

**TO RECEIVE CALLS**

- Dial call pickup: 4 0
- Directed call pickup: 4 extension no.
- Call park retrieve: 5 extension no.

**WHILE HAVING A CONVERSATION**

- Call on hold: Flash hookswitch
- Call splitting: Flash hookswitch
- Conference: Consult with 2nd party 1st party on hold  
Flash hookswitch 3
- Call waiting: Flash hookswitch Hang up  
Lift handset
- Call transfer: Flash hookswitch extension no.

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Detach this position

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## USE OF OTHER FEATURES

Paging all extensions: 3 4  
Paging group: 3 5  
Paging-external: 3 3  
Paging answer: 4 3  
External feature access: Flash hookswitch 0  
Intercom alerting mode: Hear 1 beep ✕  
(A rotary phone is not available.)

## STATION PROGRAMMING

You may dial "0" instead of pressing the "#"  
button.

Call forwarding  
Setting: 7 1 extension no. #  
To cancel: 7 0 #  
Dial call pickup deny  
Setting: 7 3 1 #  
To cancel: 7 3 0 #  
Do not disturb  
Setting: 7 1 1 0 #  
To cancel: 7 0 #  
Data line security  
Setting: 7 4 1 #  
To cancel: 7 4 0 #  
Station programming clear: 7 9 #

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Detach this position

Tarjeta de Referencia Rápida para Teléfono Estándar

**PARA HACER LLAMADAS**

- Llamada de enlace: [no. de extensión]
- Llamada de salida
  - Acceso de línea automático: [9] no. de teléfono
  - Acceso de línea individual: [8] no. CO no. de teléfono
- Llamada rápida: [X] no. de acceso rápido  
(No es disponible un teléfono rotatorio.)
- Llamada de teléfono de puerta  
Para teléfono de puerta 1: [3] [1]  
Para teléfono de puerta 2: [3] [2]

**CUANDO UNA LINEA ESTA OCUPADA**

- Ocupado de retrodemanda automática: [6]
- Señal de estación ocupada: [1]
- Redisco de último número: [#] o [8] [0]

**PARA RECIBIR LLAMADAS**

- Captación de llamada de disco: [4] [0]
- Captación de llamada directa: [4] [no. de extensión]
- Recuperación de llamada en estacionamiento: [5] no. de extensión

**MIENTRAS SE TIENE UNA CONVERSACION**

- Llamada en retención: [Centellear gancho conmutador]
- Partición de llamada: [Centellear gancho conmutador]
- Conferencia: [Consultar con 2do. y 1er. usuario en retención. Centellear gancho conmutador] [3]
- Espera de llamada: [Centellear gancho conmutador] [Colgar Levantar el microteléfono]
- Transferencia de llamada: [Centellear gancho conmutador no. de extensión]



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Cortar aquí



Tarjeta de Referencia Rápida para Teléfono Estándar

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- Partición de llamada: [Centellear gancho conmutador]
- Conferencia: [Consultar con 2do. y 1er. usuario en retención. Centellear gancho conmutador] [3]
- Espera de llamada: [Centellear gancho conmutador] [Colgar Levantar el microteléfono]
- Transferencia de llamada: [Centellear gancho conmutador no. de extensión]



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- Transferencia de llamada: [Centellear gancho conmutador no. de extensión]



## TILIZACION DE OTRAS CARACTERISTICAS

Busca de personas en todas las extensiones: 3 4

Busca en grupos: 3 5

Busca externa: 3 3

Busca contestación: 4 3

Acceso de característica externa:

Centellear gancho conmutador 0

Modalidad de aviso de interfono: Oír 1 pitido \*

(No es disponible un teléfono rotatorio.)

## PROGRAMACION DE ESTACION

1. puede discar "0" en vez de pulsar el botón "#".

Transmisión de llamada

• Fijación: 7 1 no. de extensión #

• Para cancelar: 7 0 #

Bloqueo de captación de llamada de disco

• Fijación: 7 3 1 #

• Para cancelar: 7 3 0 #

No perturbar

• Fijación: 7 1 1 0 #

• Para cancelar: 7 0 #

Seguridad de línea de datos

• Fijación: 7 4 1 #

• Para cancelar: 7 4 0 #

Despeje de programación de estación: 7 9 #

## UTILIZACION DE OTRAS CARACTERISTICAS

• Busca de personas en todas las extensiones: 3 4

• Busca en grupos: 3 5

• Busca externa: 3 3

• Busca contestación: 4 3

• Acceso de característica externa:

Centellear gancho conmutador 0

• Modalidad de aviso de interfono: Oír 1 pitido \*

(No es disponible un teléfono rotatorio.)

## PROGRAMACION DE ESTACION

Vd. puede discar "0" en vez de pulsar el botón "#".

• Transmisión de llamada

• Fijación: 7 1 no. de extensión #

• Para cancelar: 7 0 #

• Bloqueo de captación de llamada de disco

• Fijación: 7 3 1 #

• Para cancelar: 7 3 0 #

• No perturbar

• Fijación: 7 1 1 0 #

• Para cancelar: 7 0 #

• Seguridad de línea de datos

• Fijación: 7 4 1 #

• Para cancelar: 7 4 0 #

• Despeje de programación de estación: 7 9 #

## TILIZACION DE OTRAS CARACTERISTICAS

Busca de personas en todas las extensiones: 3 4

Busca en grupos: 3 5

Busca externa: 3 3

Busca contestación: 4 3

Acceso de característica externa:

Centellear gancho conmutador 0

Modalidad de aviso de interfono: Oír 1 pitido \*

(No es disponible un teléfono rotatorio.)

## PROGRAMACION DE ESTACION

1. puede discar "0" en vez de pulsar el botón "#".

Transmisión de llamada

• Fijación: 7 1 no. de extensión #

• Para cancelar: 7 0 #

Bloqueo de captación de llamada de disco

• Fijación: 7 3 1 #

• Para cancelar: 7 3 0 #

No perturbar

• Fijación: 7 1 1 0 #

• Para cancelar: 7 0 #

Seguridad de línea de datos

• Fijación: 7 4 1 #

• Para cancelar: 7 4 0 #

Despeje de programación de estación: 7 9 #

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## PROGRAMACION DE ESTACION

Vd. puede discar "0" en vez de pulsar el botón "#".

• Transmisión de llamada

• Fijación: 7 1 no. de extensión #

• Para cancelar: 7 0 #

• Bloqueo de captación de llamada de disco

• Fijación: 7 3 1 #

• Para cancelar: 7 3 0 #

• No perturbar

• Fijación: 7 1 1 0 #

• Para cancelar: 7 0 #

• Seguridad de línea de datos

• Fijación: 7 4 1 #

• Para cancelar: 7 4 0 #

• Despeje de programación de estación: 7 9 #

Cortar aquí





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