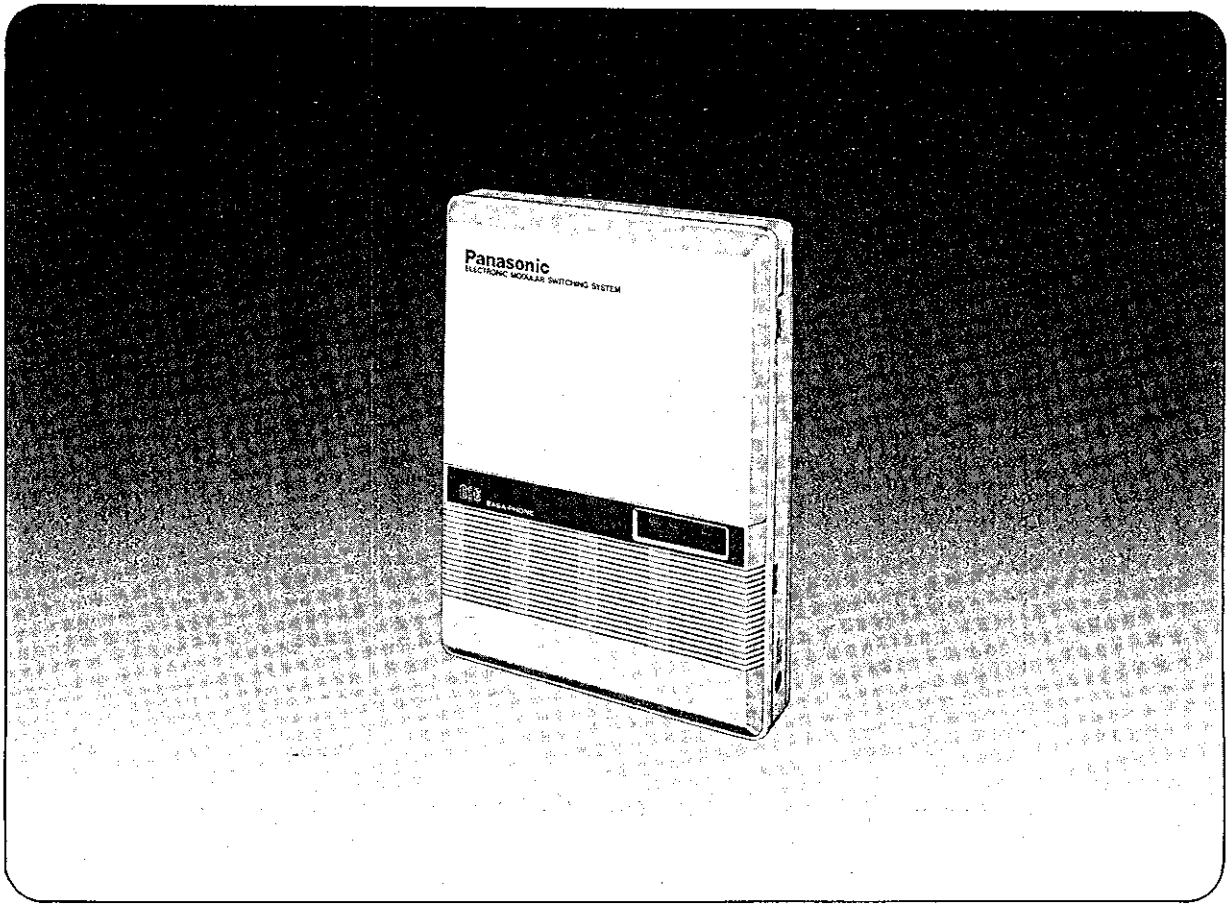
INSTALLATION MANUAL

ELECTRONIC MODULAR SWITCHING SYSTEM

KX-T61610B

EASA-PHONE



Panasonic

Please read this manual before connecting the KX-T61610B

Thank you for purchasing the Panasonic Model KX-T61610B, Electronic Modular Switching System (EMSS).

System Component

	Model No.	*Description*
Service unit	*KX-T61610B*	*Electronic Modular Switching System*
Telephone	*KX-T61620* *KX-T61630* *KX-T61650*	*EMSS Proprietary Telephone* *EMSS Proprietary Telephone with LCD* *EMSS Proprietary Telephone*
Optional equipment	*KX-T61640* *KX-T30860* *KX-T30865* *KX-T30890* *KX-A16B* *KX-A21*	*DSS Console* *Doorphone Adaptor* *Doorphone* *Headset* *System Back-up Unit* *Cable Kit with Terminal*

NOTICE: In this INSTALLATION MANUAL, KX-T61610B is abbreviated to KX-T61610.

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-T61610B***

SERIAL NO.: _____

For your future reference

DATE OF PURCHASE _____

NAME OF DEALER _____

DEALER'S ADDRESS _____

Warning

This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

CE

73/23/EEC
89/336/EEC
92/31/EEC
93/68/EEC

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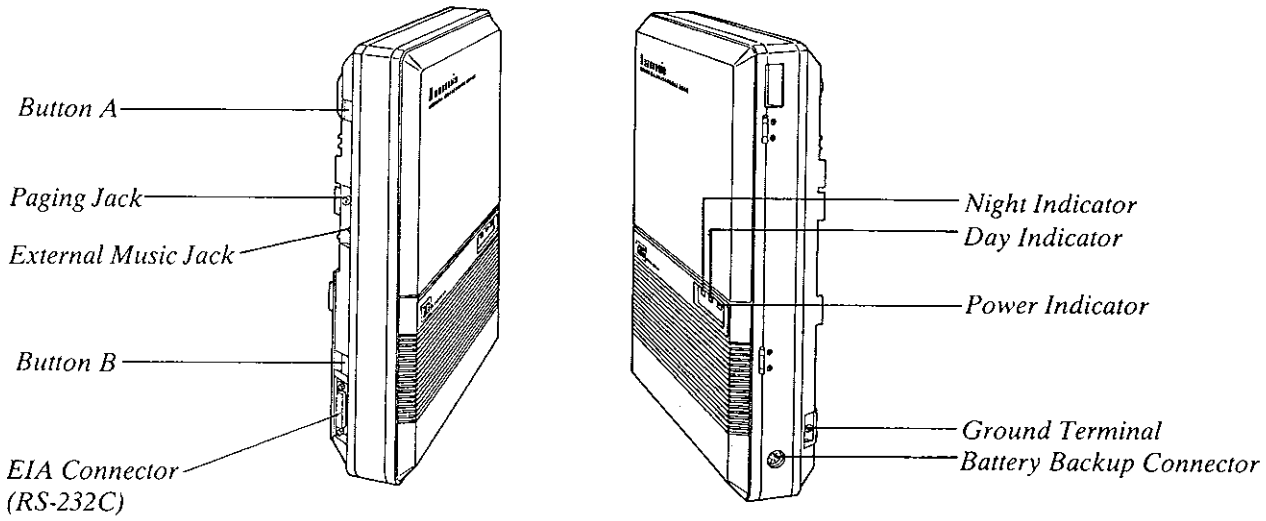
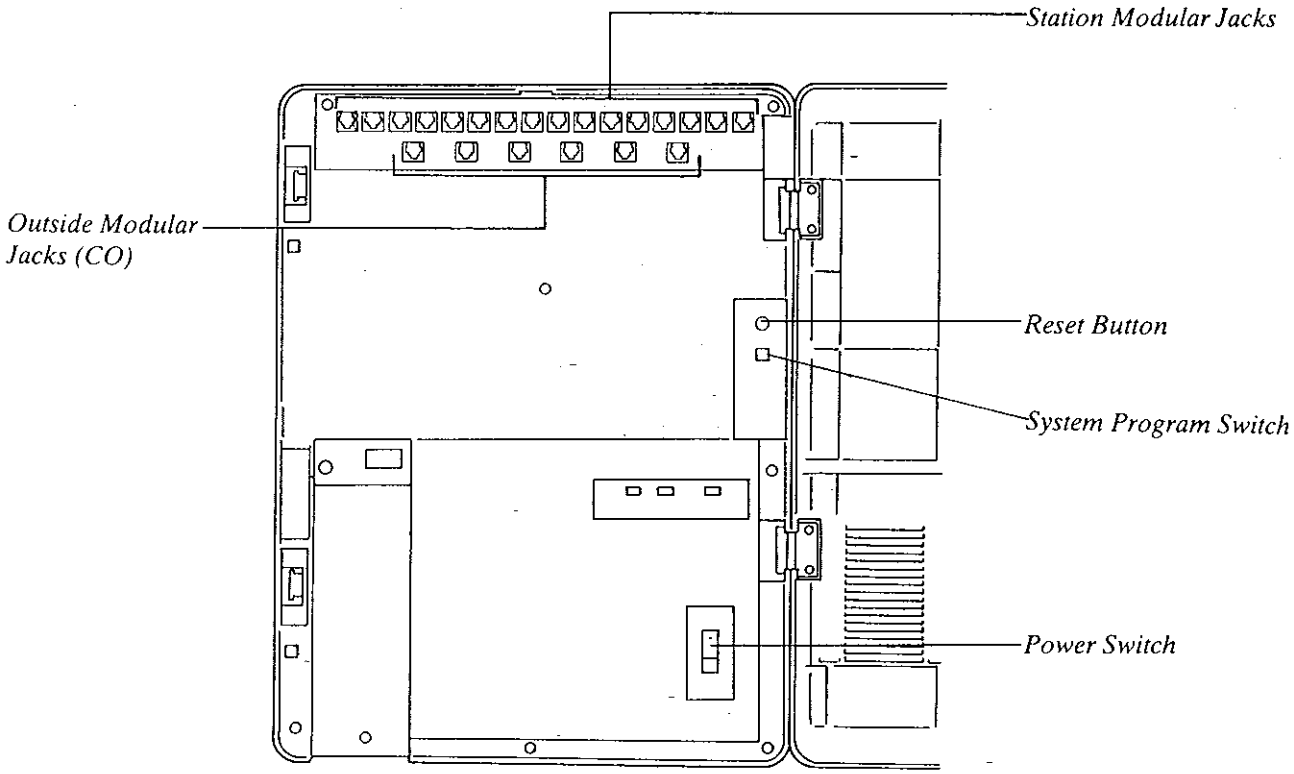
NAME AND LOCATION



Push Buttons A and B simultaneously to open Front Cover.



INSTALLATION

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)*

Wiring

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.*

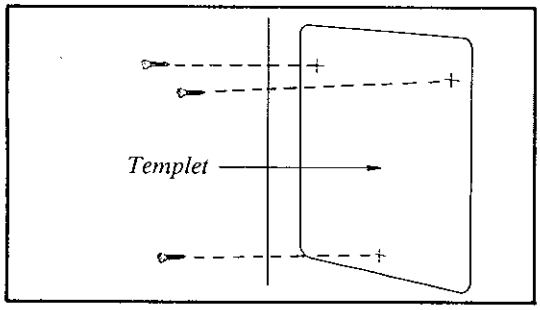
2. *When cables run on the floor, use protectors or the like to protect the wires where they may be stepped on. Avoid wiring under carpets.*

3. *Avoid using the same power supply outlet for computers, telexes, and other office equipment. Otherwise, the KX-T61610's system operation may be interrupted by the induction noise from such equipments.*

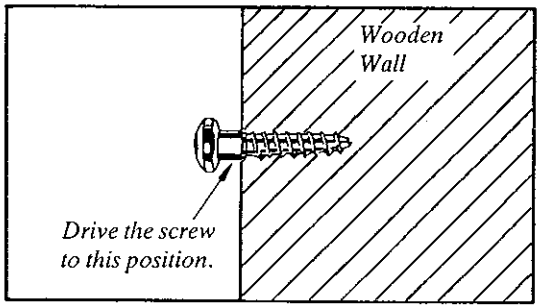
The wall where the KX-T61610 is to be mounted must be able to support a weight of KX-T61610. If screws other than the ones supplied are used, use the same-sized diameter screws as the enclosed ones.

To Wall Mount:

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



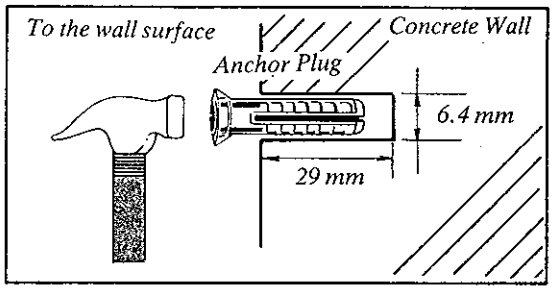
2. *Install the 3 screws into the wall.*



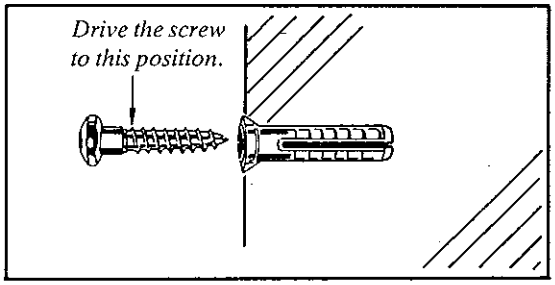
3. *Hook the unit on the screw heads.*

To Mount on Concrete or Mortar Walls:

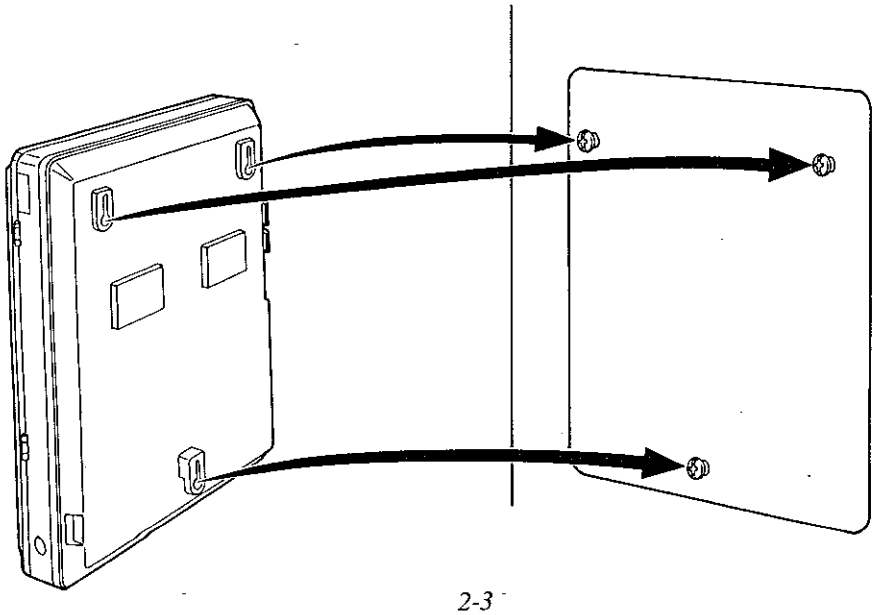
1. *Place the templet (included) to mark 3 screw positions.*
2. *Drill 3 holes and drive the anchor plugs (included) with a hammer, flush to the wall.*



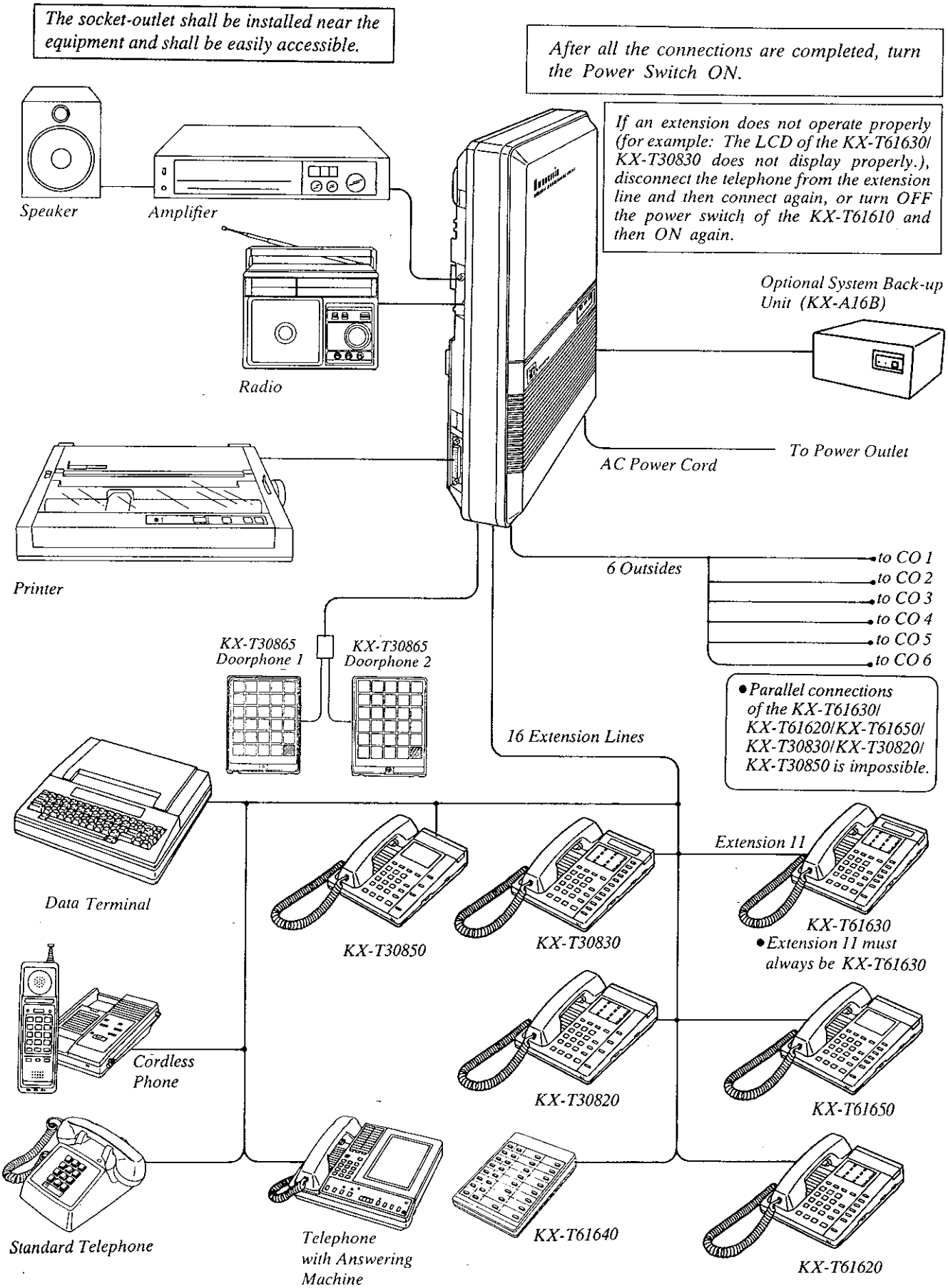
3. *Install the 3 screws into the anchor plugs.*



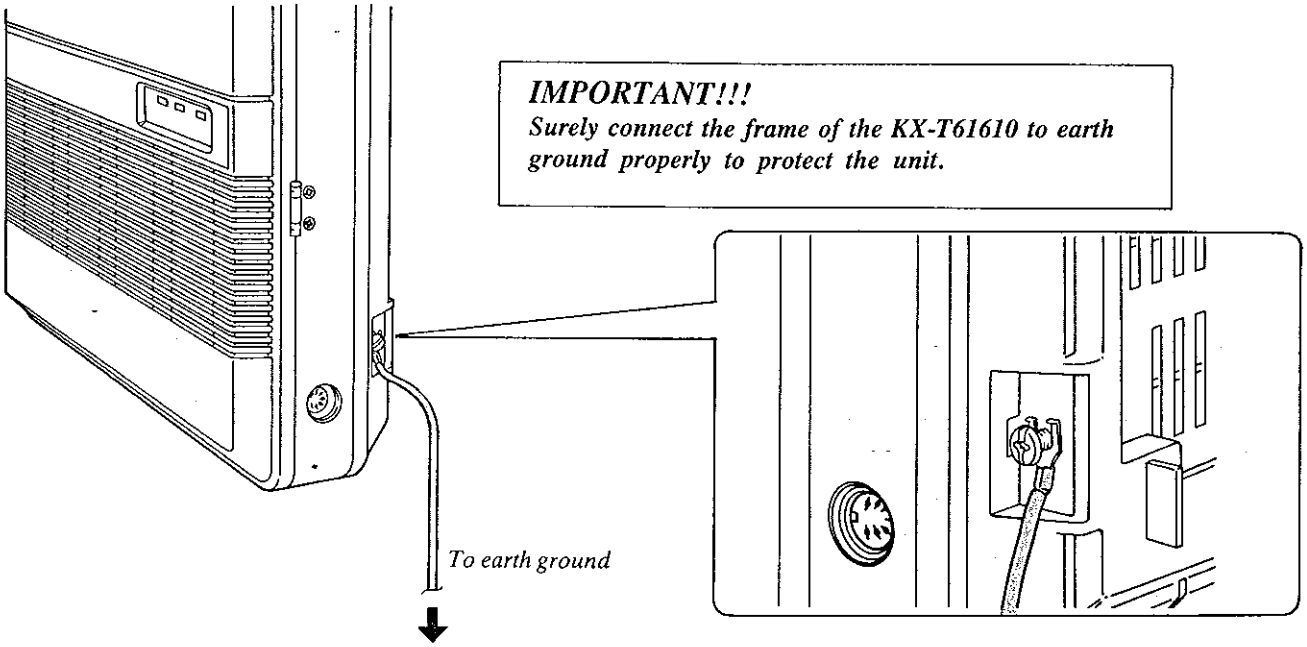
4. *Hook the unit on the screw heads.*



CONNECTION

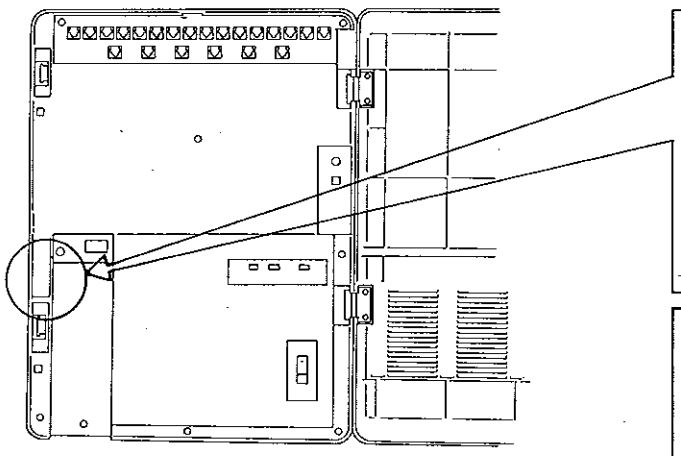

The socket-outlet shall be installed near the equipment and shall be easily accessible.
After all the connections are completed, turn the Power Switch ON.
If an extension does not operate properly (for example: The LCD of the KX-T61630/ KX-T30830 does not display properly.), disconnect the telephone from the extension line and then connect again, or turn OFF the power switch of the KX-T61610 and then ON again.
Speaker
Amplifier
Radio
Optional System Back-up Unit (KX-A16B)
AC Power Cord
To Power Outlet
Printer
6 Outsides
to CO 1
to CO 2
to CO 3
to CO 4
to CO 5
to CO 6
KX-T30865 Doorphone 1
KX-T30865 Doorphone 2
• Parallel connections of the KX-T61630/ KX-T61620/KX-T61650/ KX-T30830/KX-T30820/ KX-T30850 is impossible.
16 Extension Lines
Data Terminal
KX-T30850
KX-T30830
Extension 11
KX-T61630
• Extension 11 must always be KX-T61630
Cordless Phone
KX-T30820
KX-T61650
Standard Telephone
Telephone with Answering Machine
KX-T61640
KX-T61620

Frame Ground Connection



IMPORTANT!!!
Surely connect the frame of the KX-T61610 to earth ground properly to protect the unit.

Rechargeable Battery Installation



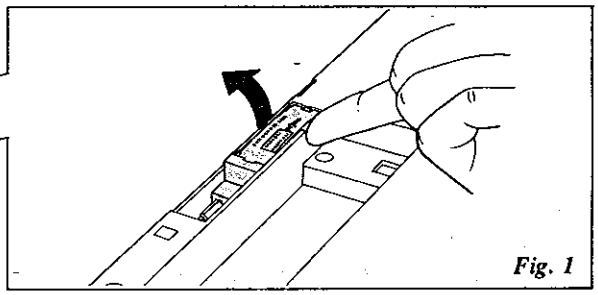


Fig. 1

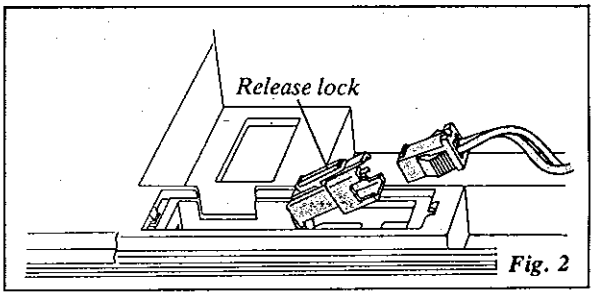


Fig. 2

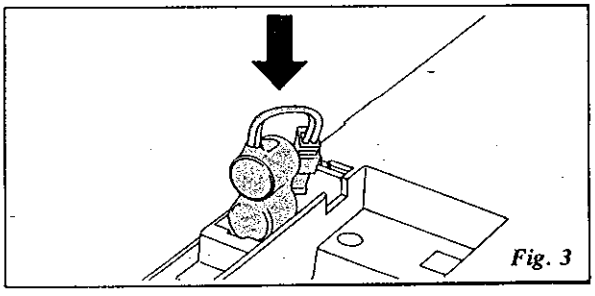
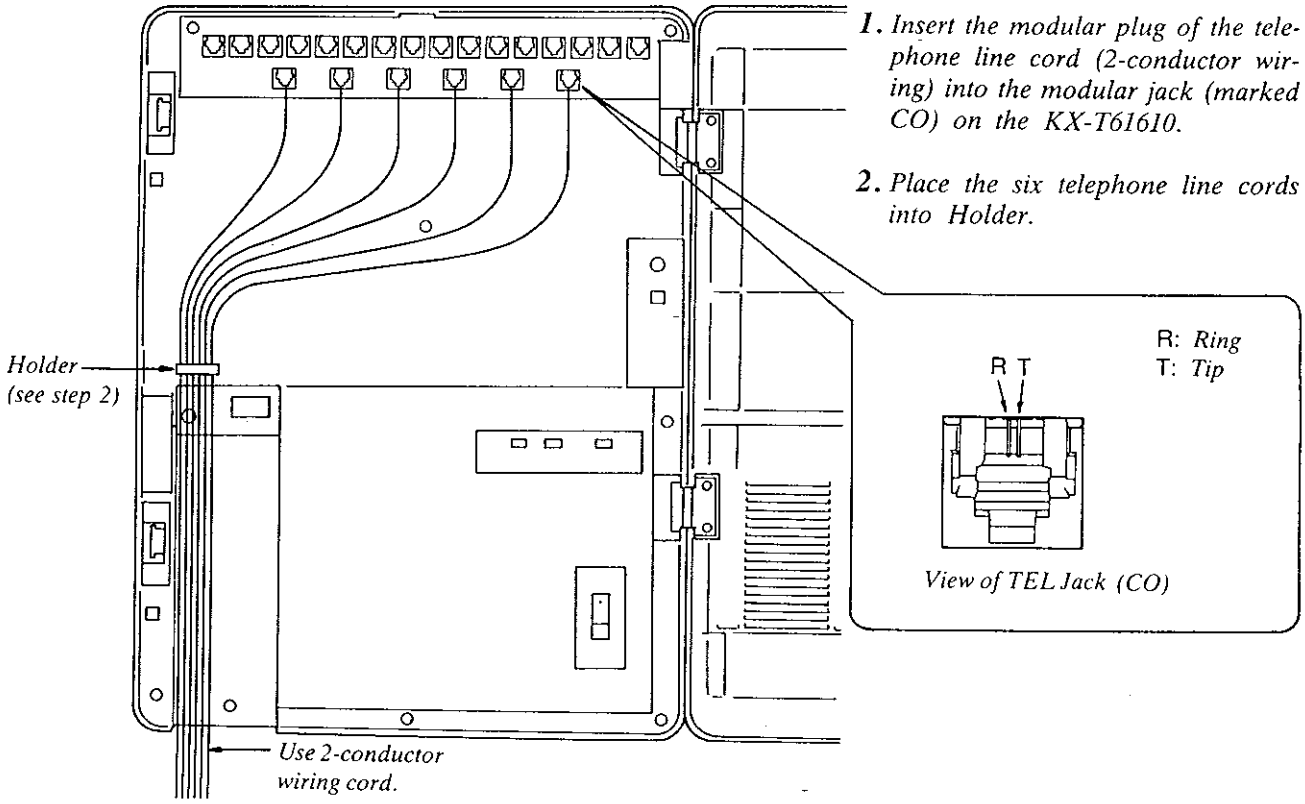


Fig. 3

1. *Remove the battery cover from the compartment. (Fig. 1)*
2. *Connect the battery (included). (Fig. 2)*
3. *Install the battery into the battery compartment. (Fig. 3)*

**Replace the battery every 5 years with (P-01H-F2G1). To remove connector, depress to release and slide (pull) apart connector. (Fig. 2)*

Connection of The Central Office Line

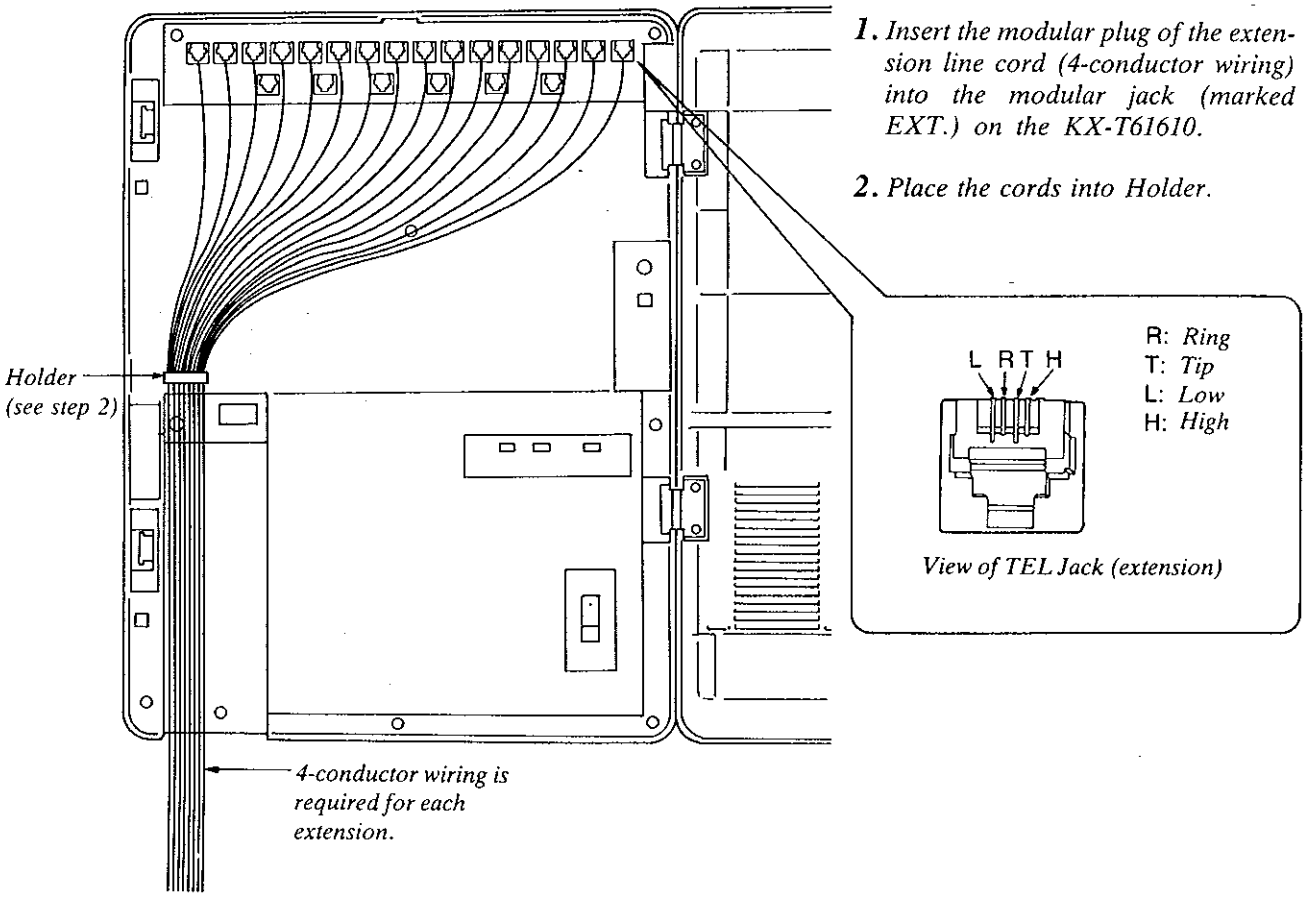


1. *Insert the modular plug of the telephone line cord (2-conductor wiring) into the modular jack (marked CO) on the KX-T61610.*
2. *Place the six telephone line cords into Holder.*

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

Caution
Mis-connection may cause the KX-T61610 to operate improperly.
See "During Installation" page 6-1 and "During Connection" page 6-2 before connecting.

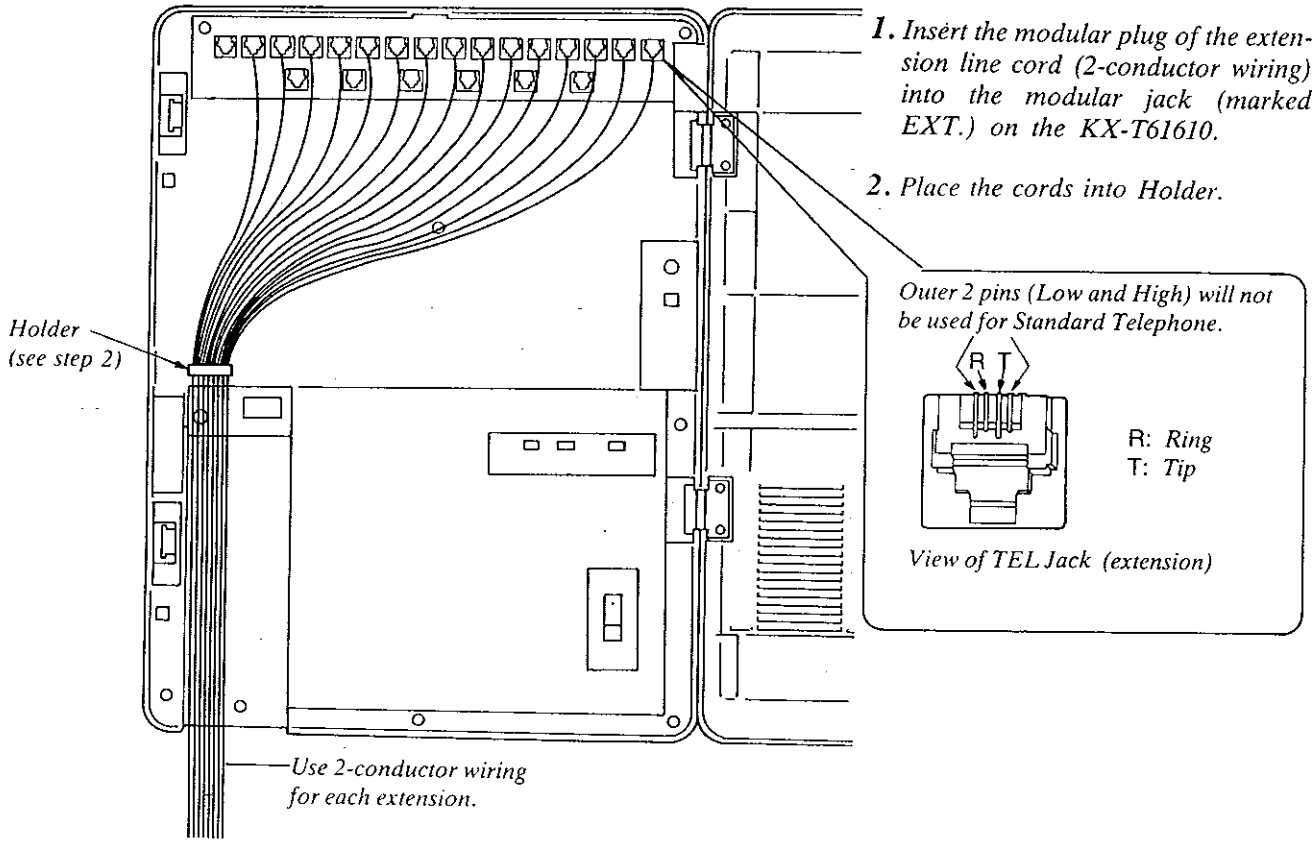
Connection of The Extension (for Proprietary Telephone KX-T61620/ KX-T61630/KX-T61650/KX-T30820/KX-T30830/KX-T30850)



- *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 extension line cord that connects the KX-T61610 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-T61610 to operate improperly. See "During Installation" page 6-1 and "During Connection" page 6-2 before connecting.***

Connection of a Standard Telephone to Extensions



- *The max. length of the extension line cord that connects the KX-T61610 and the extension is shown below.*
  26 AWG: Under 700 m
  24 AWG: Under 1130 m
  22 AWG: Under 1800 m

- *If a telephone or answering machine with an A-A1 relay is connected to the KX-T61610, set the A-A1 relay switch of the telephone or answering machine to OFF.*

> ***Caution***
> ***Mis-connection may cause the KX-T61610 to operate improperly.***
> ***See "During Installation" page 6-1 and "During Connection" page 6-2 before connecting.***

Connection with the Optional KX-A21 (Cable Kit with Terminal)

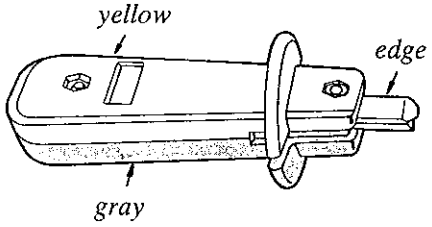
The optional KX-A21 enables you to connect 6 CO Lines and 16 extensions to your Electronic Modular Switching System, KX-T61610.

The KX-A21 consists of the followings:

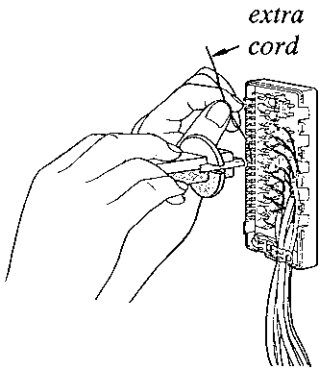
Connector (CS205TN) 4
TEL cord A (2-pin) 6
TEL cord B (4-pin) 16

- *Please read the Connecting Instructions for KX-A21.*
- *Connect the CO Line cords and extension line cords observing the diagrams shown below carefully.*

CONNECTING TOOL



After connecting the cord to the clip terminal, use the optional Connecting Tool as shown to cut the extra cord.
The edge is on the yellow side.



■ *Connection to the CO Lines*

C.O. / T/R	1	2	3	4	5	6
T (green)	1	3	5	7	9	11
R (red)	2	4	6	8	10	12

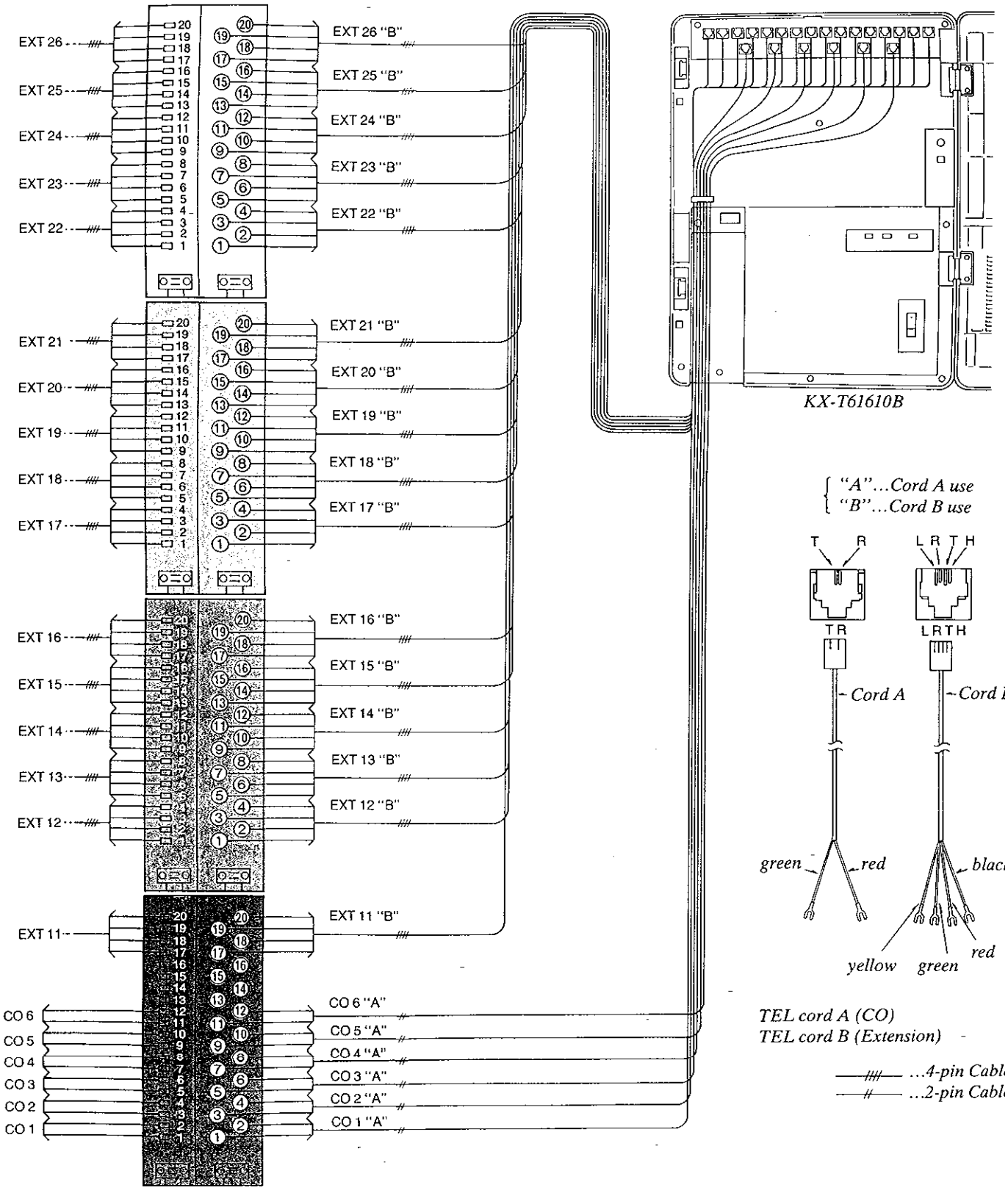
Diagram 1.

■ *Connection to the extensions*

Ext. / T/R	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
H (Black)	20	4	8	12	16	20	4	8	12	16	20	4	8	12	16	20
T (Red)	19	3	7	11	15	19	3	7	11	15	19	3	7	11	15	19
R (Green)	18	2	6	10	14	18	2	6	10	14	18	2	6	10	14	18
L (Yellow)	17	1	5	9	13	17	1	5	9	13	17	1	5	9	13	17

Diagram 2.

Connection with the Optional KX-A21 (Cable Kit with Terminal)



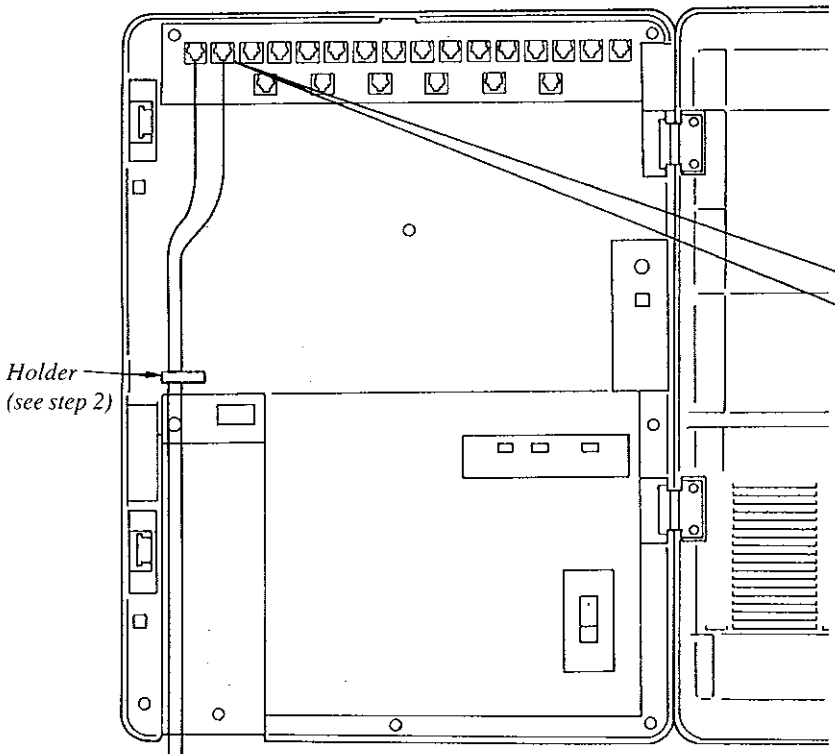
Connection of The DSS Console (KX-T61640) to an Extension

Pair Telephone

The DSS Console, KX-T61640 needs its Pair Telephone (EMSS Proprietary Telephone) for the operation, because the DSS console cannot work by itself.

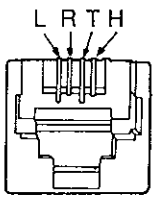
The EMSS Proprietary Telephone (such as KX-T61620, KX-T61630, KX-T61650, KX-T30820, KX-T30830, KX-T30850) is required as a pair telephone for dialing, storing, etc.

Place the KX-T61640 and the pair telephone side by side on your desk.



1. *Insert the modular plug of the extension line cord (4-conductor wiring) into the modular jack (marked EXT.) on the KX-T61610.*

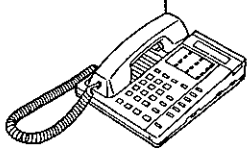
2. *Place the cords into Holder.*



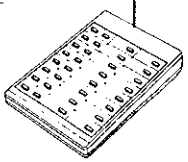
R: *Ring*
T: *Tip*
L: *Low*
H: *High*

View of TEL Jack (extension)

4-conductor wiring is required for each extension.



Pair Telephone
KX-T61630
KX-T61620
KX-T61650
KX-T30830
KX-T30820
KX-T30850



DSS Console
KX-T61640

Pair

Notes:

- *KX-T61640 can not be connected at extension 11.*
- *Up to 2 KX-T61640's can be connected to the KX-T61610. Each console needs its own paired telephone.*
- *KX-T61640 can not be connected in pair with a standard telephone.*
- *The max. length of the extension line cord that connects the KX-T61610 and the DSS Console is shown below.*
  26 AWG: Under 140 m
  24 AWG: Under 230 m
  22 AWG: Under 360 m

Caution

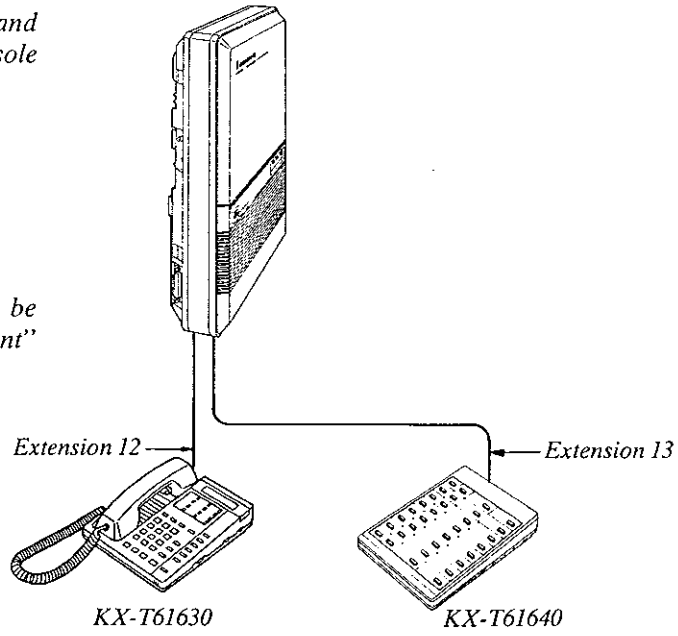
Mis-connection may cause the KX-T61610 to operate improperly. See "During Installation" page 6-1 and "During Connection" page 6-2 before connecting.

Example:
If your secretary has KX-T61630 at extension 12 and is to use the DSS console (KX-T61640), the console should be connected to extension 13.
(Paired extension is ext. 12)

1. *Connect the KX-T61630 at extension 12.*

2. *Connect the KX-T61640 at extension 13.*

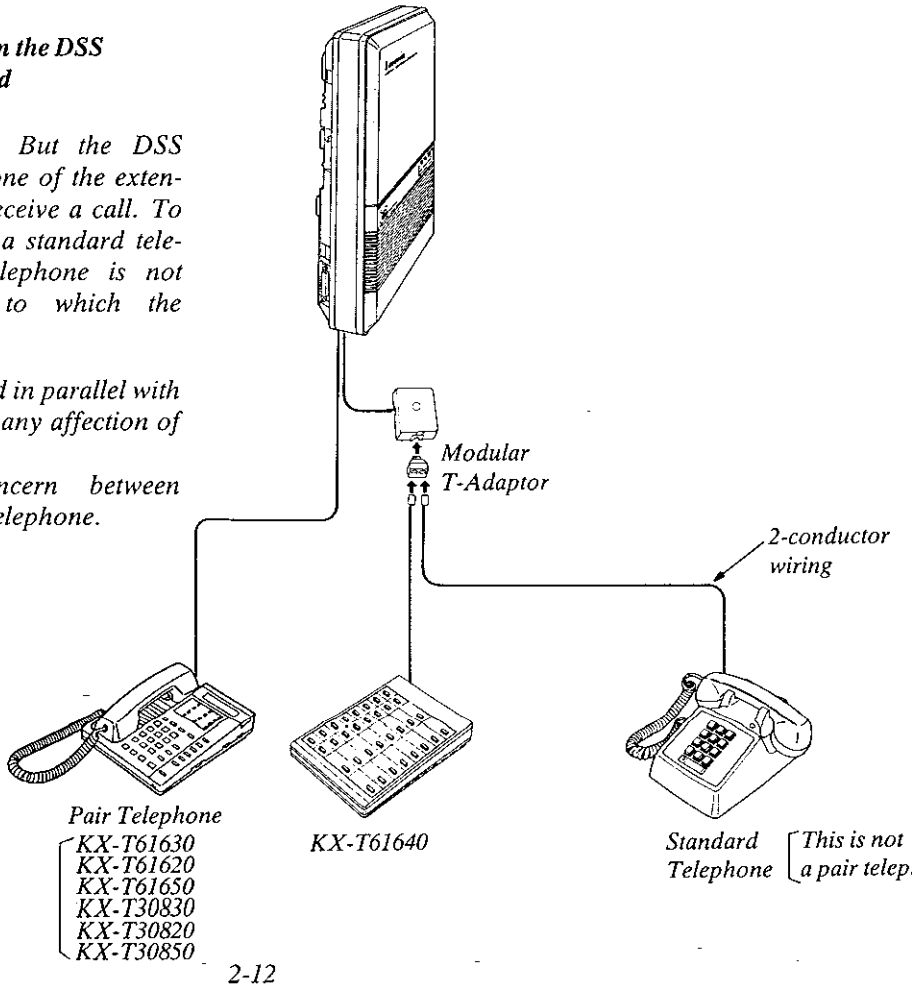
   - *For use the KX-T61640, program should be done. Refer to "DSS Console Assignment" page 3-8.*



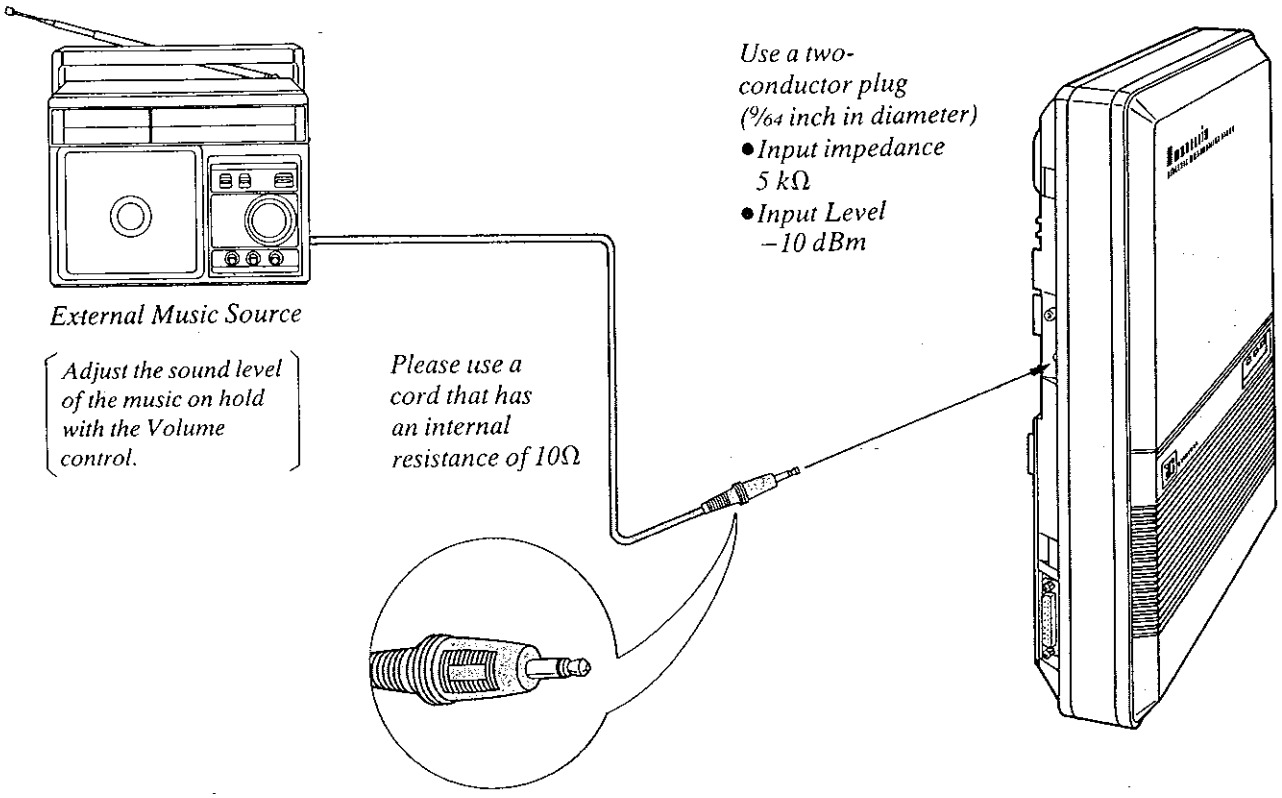
To Use Full Extensions When the DSS Console is Connected

- *KX-T61610 has 16 extensions. But the DSS Console, KX-T61640 occupies one of the extensions, which can not make or receive a call. To use the full extensions, connect a standard telephone (EMSS Proprietary Telephone is not available) to the extension to which the KX-T61640 is connected.*

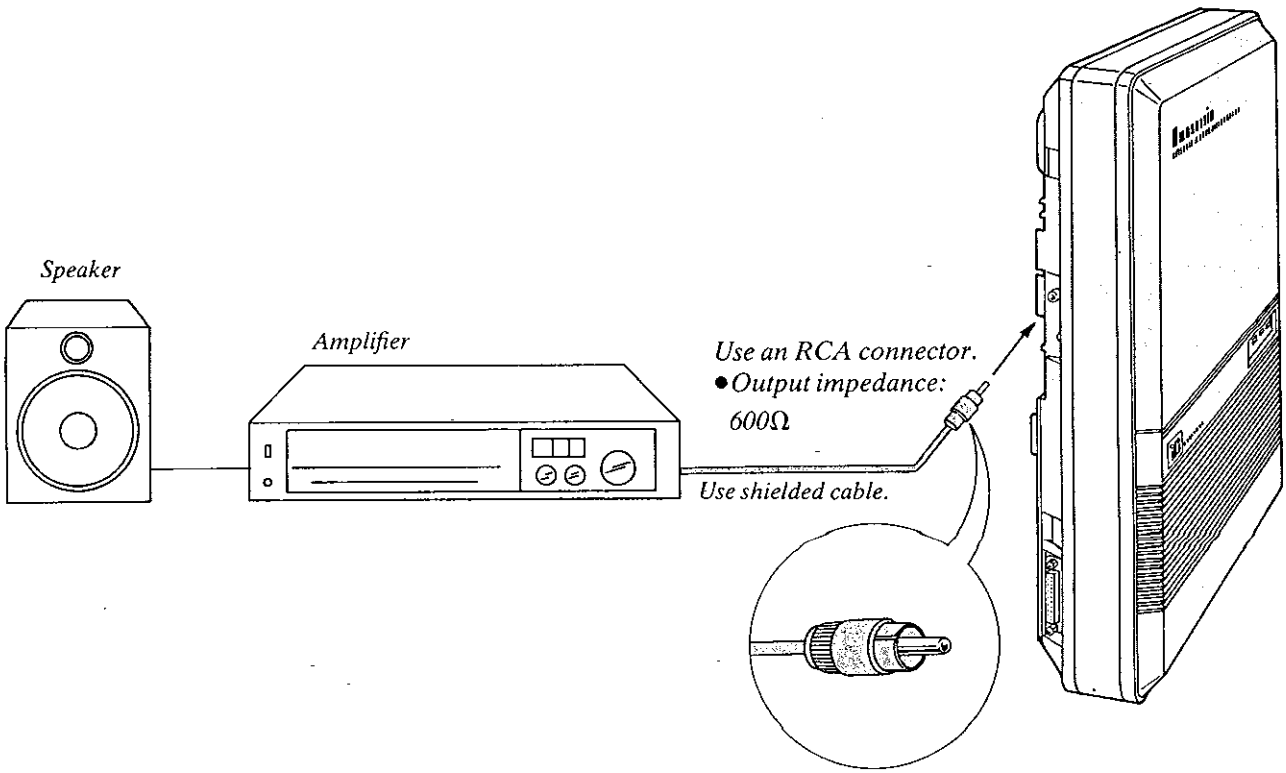
- *The standard telephone connected in parallel with KX-T61640 can be used without any affection of KX-T61640.*
  The operation has no concern between KX-T61640 and the standard telephone.



External Music Source



Paging Equipment

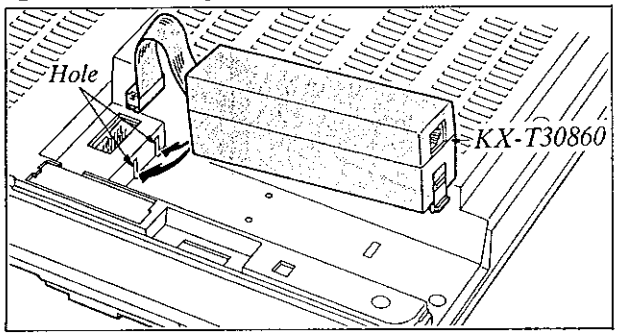


Connection of The Optional Doorphone (KX-T30865)

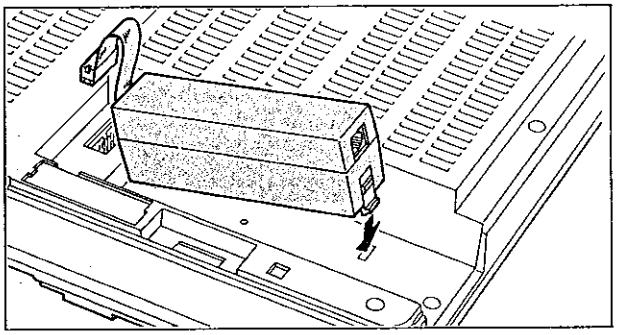
For installing the doorphone, use the Optional Doorphone Adaptor (KX-T30860).

1. *How to install the Doorphone Adaptor to the KX-T61610*

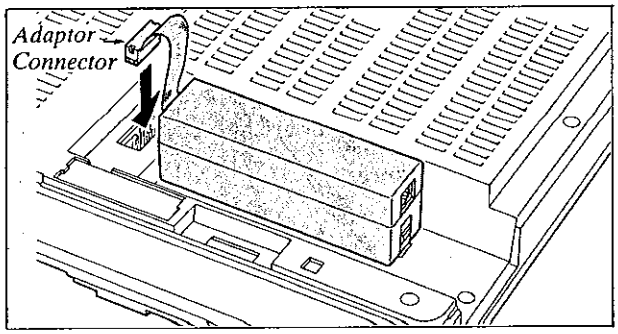
① *Insert the adaptor projections to the holes.*



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



③ *Insert the adaptor connector.*

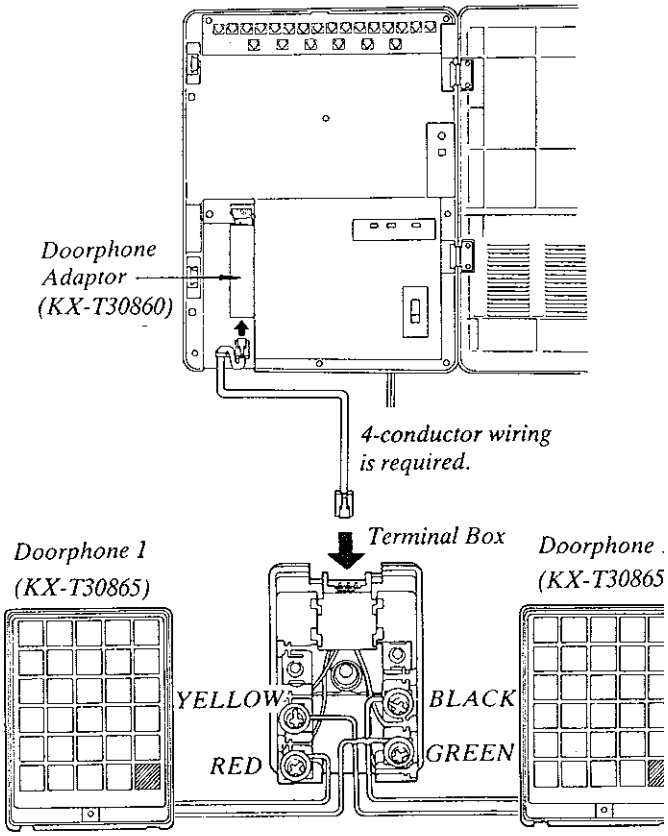


2. *Wiring connection of the Doorphone*

(A) Connect the doorphone adaptor 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-T61610 and the doorphone (KX-T30865) is shown below.*

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

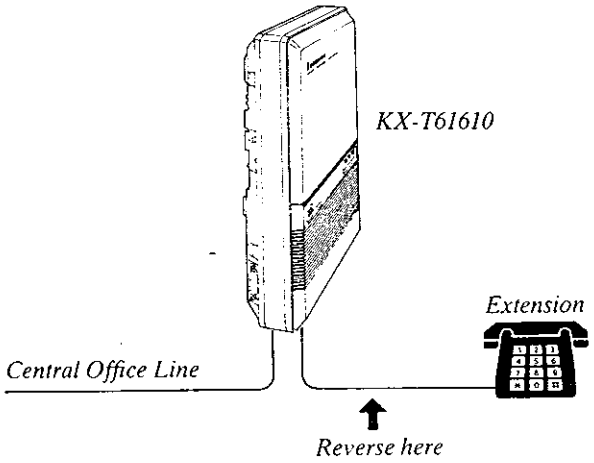
To Connect a Polarity Sensitive Telephone

If the telephone you are using with the KX-T61610 is polarity sensitive.

1. Connect all extension wiring to the KX-T61610.

2. Confirm that dialing can be done from all the extensions using a tone telephone.

3. If a dialing can not be done, the polarity between the extension and the KX-T61610 must be reversed.



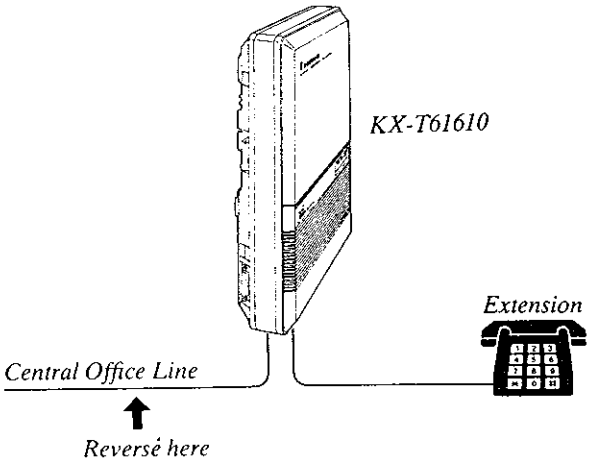
4. Set the Power Switch on the KX-T61610 to the OFF position.

5. Connect all Central Office (CO) Lines.

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

Extension 11...CO 1
Extension 12...CO 2
Extension 13...CO 3
Extension 14...CO 4
Extension 15...CO 5
Extension 16...CO 6

7. If dialing can not be done, the polarity between the KX-T61610 and the Central Office Line must be reversed.

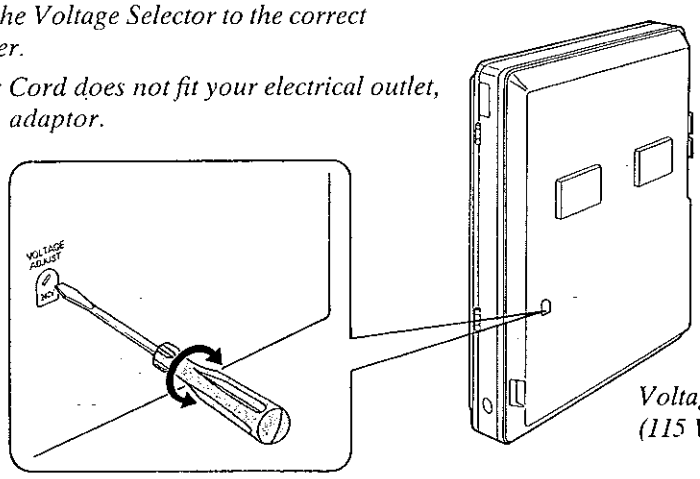


8. If any extension is changed or replaced, repeat these procedures (from step 1 through step 7).

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.*

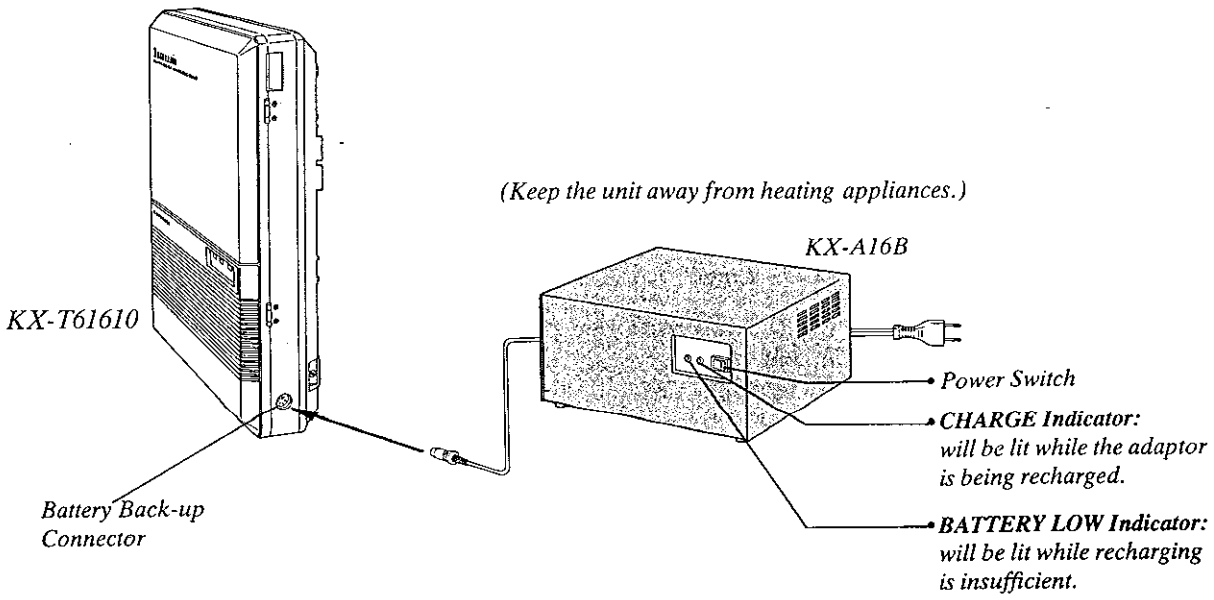


Voltage Selector
(115 V/200 V/220 V/240 V)

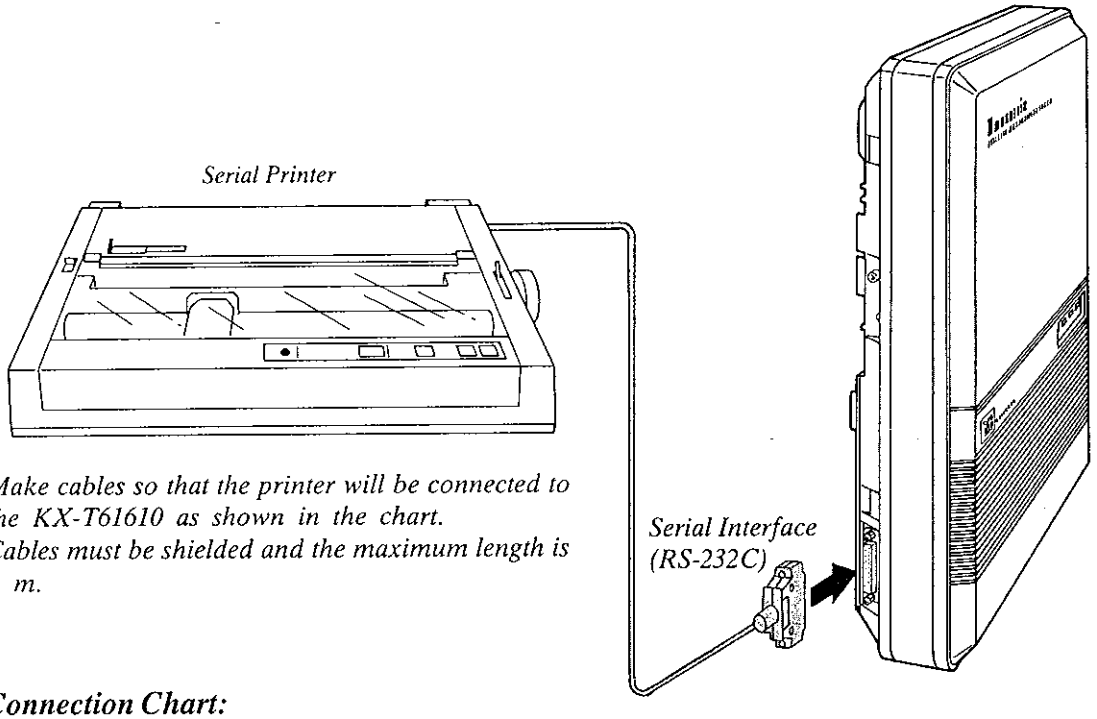
To Connect Optional System Back-up Unit (KX-A16B)

1. *Connect the cord from the optional KX-A16B to the KX-T61610.*
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-T61610 and the KX-A16B from the AC outlets, and then to observe if the KX-T61610 operates.*
- *If the KX-T61610 does not operate, recharge the KX-A16B.*



To Connect Printer



Make cables so that the printer will be connected to the KX-T61610 as shown in the chart.
Cables must be shielded and the maximum length is 2 m.

Connection Chart:

KX-T61610 RS-232C			*Printer RS-232C*		
Circuit Type (EIA)	***Signal Name***	***Pin No.***	***Pin. No.***	***Signal Name***	***Circuit Type (EIA)***
AA	*FG*	*1*	*1*	*FG*	*AA*
BA	*TXD*	*2*	*3*	*RXD*	*BB*
BB	*RXD*	*3*	*2*	*TXD*	*BA*
CB	*CTS*	*5*			
CC	*DSR*	*6*	*20*	*DTR*	*CD*
AB	*SG*	*7*	*7*	*SG*	*AB*
CD	*DTR*	*20*	*5*	*CTS*	*CB*
			6	*DSR*	*CC*
			8	*DCD*	*CF*

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-T61630.

2. *System Program Switch setting:*
   The System Program Switch located on the KX-T61610 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 are inscribed on this card. *Refer to page 3-2.*

4. *Before system programming, operate the system clear and station program clear to set to the default data of the 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.

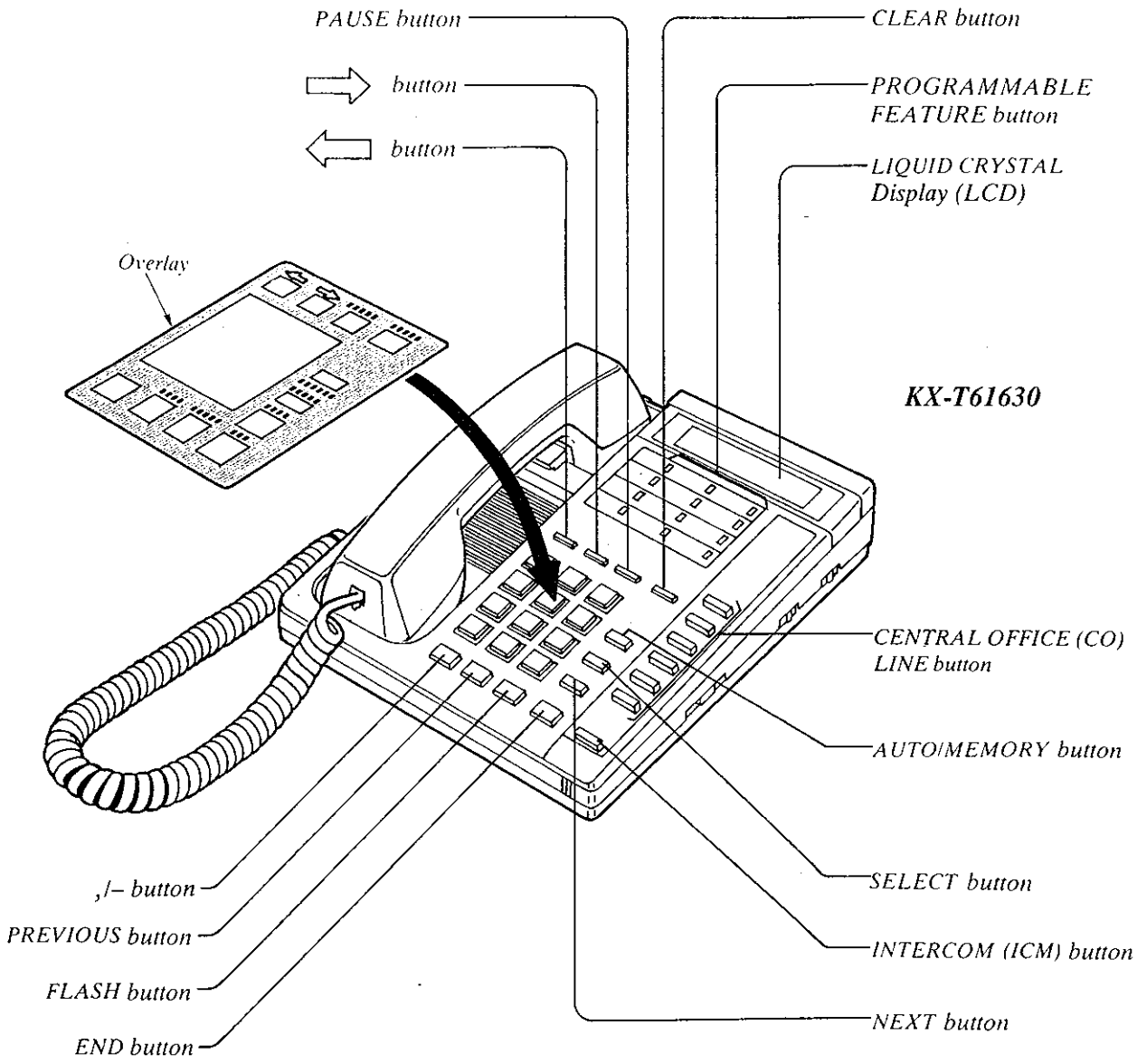
   The following features are preset as the default data.
   Date and Time Setting
   System Speed Dialing
   CO Connection Assignment
   Dial Mode (Tone/Pulse) Selection
   Switching Mode (Day/Night Service)
   Starting Time (Day/Night Service)
   Flexible Day Outward Dialing Assignment
   Flexible Night Outward Dialing Assignment
   Flexible Day Ringing Assignment
   Flexible Night Ringing Assignment
   Toll Restriction—Class Assignment
   Toll Restriction—Area Code Selection
   Host PBX Access Codes Assignment
   Automatic Answering (Automatic/Manual) Selection
   Preferred CO Line Assignment
   Programmable Call Waiting
   Duration Time Count Start Mode
   SMDR Communication Parameters
   System Data Dump
   SMDR Incoming/Outgoing Selection
   Hookswitch Flash Timing
   Disconnect Time
   Calling Party Control (CPC) Signal
   Intercom Alerting Mode
   Programmable Doorphone
   Dial Call Pickup Group Assignment
   Account Code Input Mode
   Delayed Ringing Assignment
   Delayed Ringing Count Selection
   DSS Console Assignment
   Hold Time Reminder
   Hold Recall Time Set
   Programmable External Paging Access Tone
   DTMF Receiver
   Programmable Secret Speed Dial
   DSS Button Mode
   Transfer Recall Time
   M3/FWD Selection
   Programmable Executive Override
   Automatic Designated CO Line Access
   Programmable Call Waiting Tone

   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.

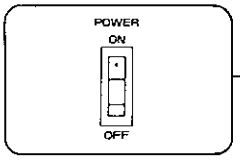
   The following features are preset as the default data.
   One Touch Dialing
   Background Music
   Call Forwarding
   Data Line Security
   Dial Call Pickup Deny
   Do not Disturb
   Auto CO Hunting
   Pickup dial
   Flexible CO Button
   Flexible DSS Button

When the System Program Switch on the KX-T61610 is set to the PROGRAM position, the operation of the KX-T61630 will change as follows.

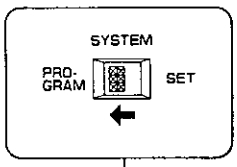


Example of Programming

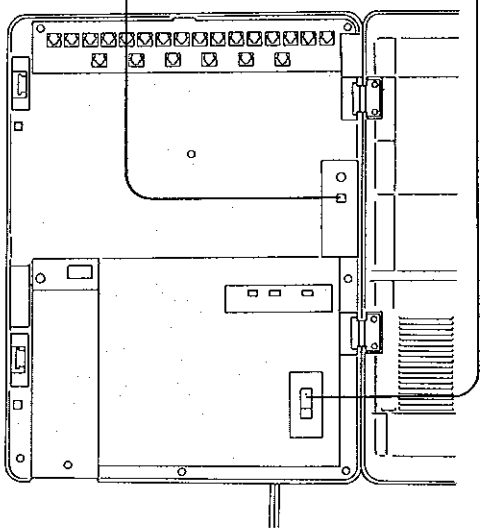
1. Turn the Power Switch to ON .....



2. Set the System Program Switch to PROGRAM .....
The LCD on the KX-T61630 will show "ENTER PGM CODE".
- *Be sure the handset of extension 11 is in the cradle and the speakerphone button off.*



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



	KX-T61630 at extension 11 (Extension 11 must be a KX-T61630.)	
1.	*Dial (01) or press the AUTO button.*	*Display SPEED DIALING*
2.	*Press the NEXT button.*	*ENTER SPEED CODE*
3.	*Dial (00) or press the NEXT button.*	• *If nothing is stored in access code "00", 00: NOT STORED* • *If already stored the automatic line access number 9 and the phone number 123-456-7890, 00: -123-456-7890*
4.	① *Dial "9".* ② *Press "—" button.* ③ *Dial "987".* ④ *Press "—" button.* ⑤ *Dial "654".* ⑥ *Press "—" button.* ⑦ *Dial "3210".*	*00: -987-654-3210*
5.	*Press the MEMORY button.*	*00: -987-654-3210*
6.	• *To program the next access code, press the NEXT button.* • *To program a desired access code, press the SELECT button and then dial the number.*	
7.	*Repeat step 4 to 6.*	
8.	*To return to the initial program mode, press the END button.*	*ENTER PGM CODE*

4. Return the System Program Switch to SET

■ *To make program change, start from the beginning.*

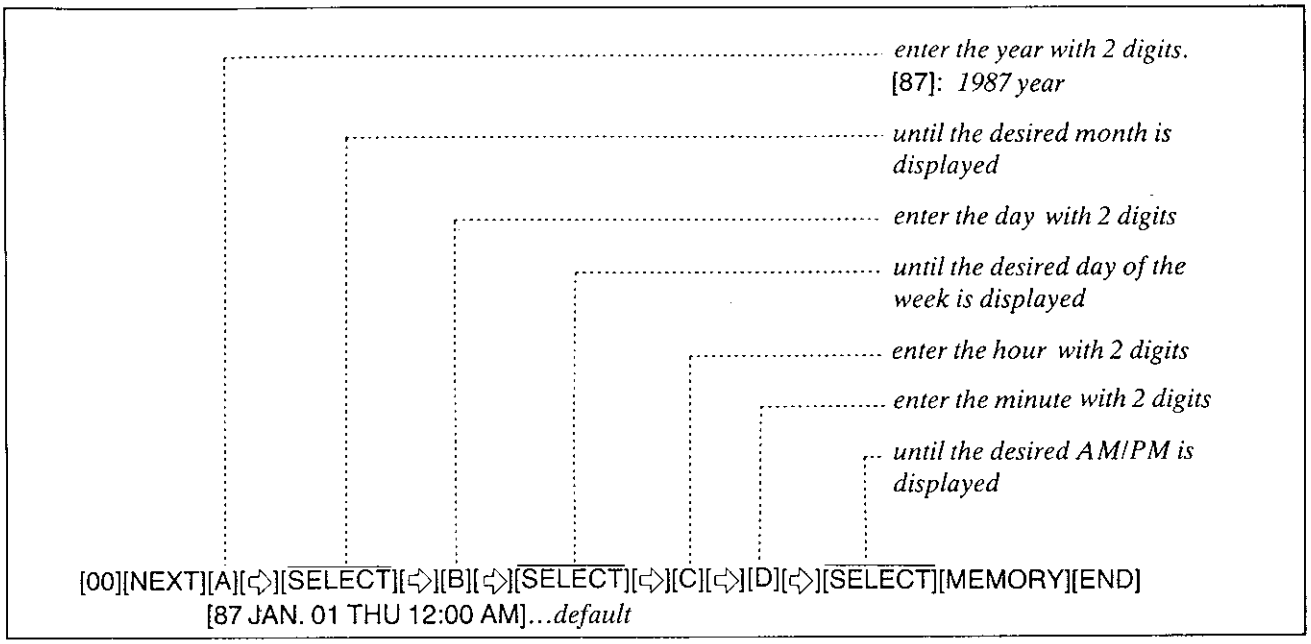
While programming if a mistake is made,

1. Press the "END" button.

2. Start programming procedure from the beginning.

- *You will hear a beep after pressing the MEMORY button.*
- *The MEMORY indicator light will go on when the MEMORY button is pressed, and then the Indicator light will go out when the NEXT or PREV button is pressed.*

Date and Time Setting



Description

Entry of the current day, date and time.

Programming

1. *Dial (00).*
   "DAY/TIME SET" will be displayed.

2. *Press the NEXT button.*
   "87 JAN. 01 THU" will be displayed and "87" 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.*

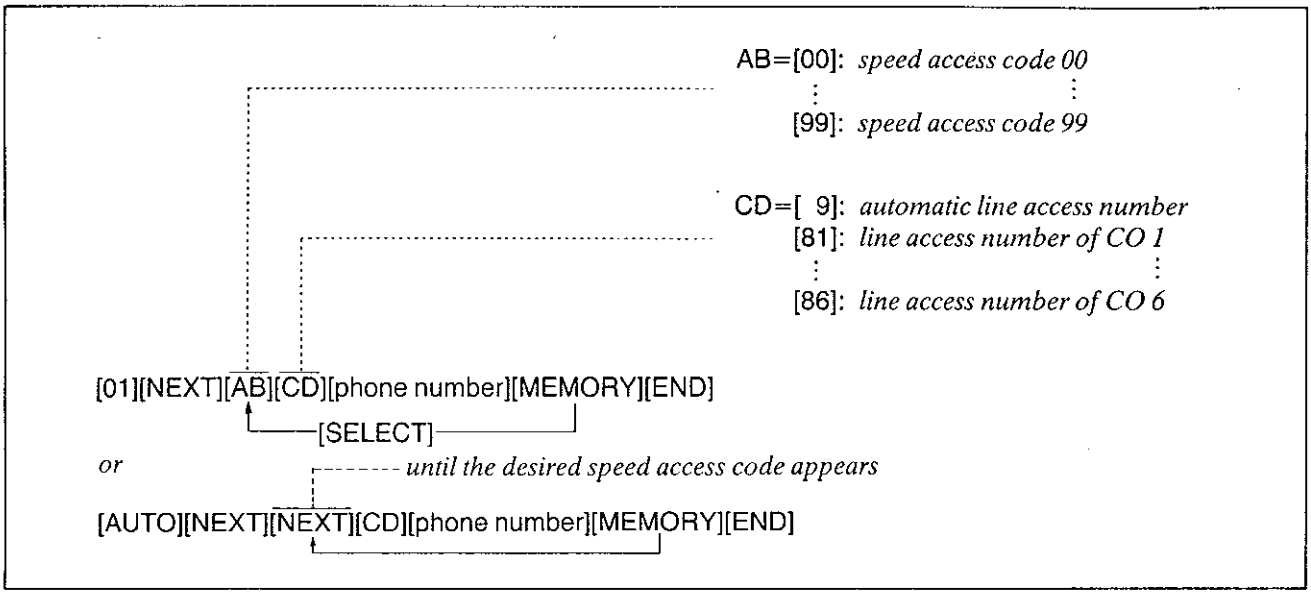
11. *Press the MEMORY button.*

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, the new time will start.*
  But the LCD of extension 11 will display the new time only after the System Program Switch is set to SET.

System Speed Dialing 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 DIALING" 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 dialing (00) or pressing 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*
   84: *for CO 4*
   85: *for CO 5*
   86: *for CO 6*

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

6. *Press the MEMORY button.*
   - *The memory indicator will be lit.*

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

8. *Repeat steps 4 to 7.*

9. *To exit from speed dialing 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 DIALING" 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 program desired speed access code, press the SELECT button and then dial the speed access code.*
   To advance to the next speed access code, press the NEXT button.
   To return to the previous speed access code, press the PREV button.

7. *Repeat steps 4 to 6.*

8. *To exit from speed dialing entry, press the END button.*

Conditions

- *Use the "⇨", or "⇦" button for scrolling the display.*
- *The line access number (9 or 81 through 86) should be stored.*
- *When dialing, the pause is automatically entered after line access number (9 or 81 through 86).*
- *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 a phone number directory on page 6-9.

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

line access number

Telephone number

- *If punctuations are not entered during a phone number, the LCD will show as below.*
  (00: 812013924669)

2) To enter automatic line access number 9, account code 1234 and telephone number 201-392-4669 into speed access code 02.

(01 NEXT 02 9 * * 1234 201-392-4669 MEMORY END)

- *Refer to "Account code Input mode" page 3-30 and "Account code" page 4-25.*

Speed access code

automatic line access number

account code

Telephone number

When required to change the dialing mode from the pulse mode to the tone mode. (See page 4-29)

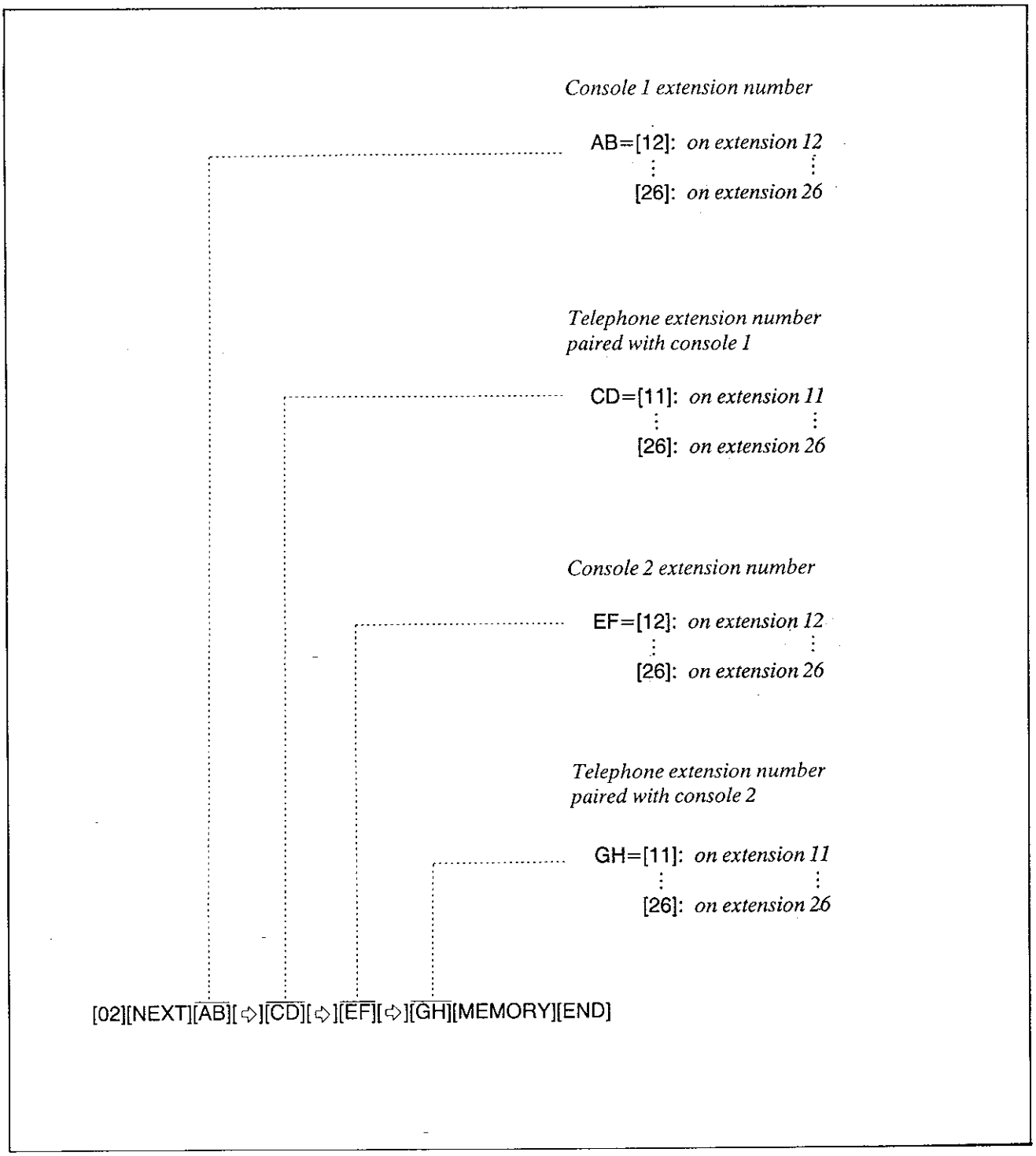
pulse mode *tone mode*

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

 # button

** button*

DSS Console Assignment



Description

If a DSS console is used the extension number paired with the DSS console should be assigned.

Programming

1. *Dial (02)*
   "DSS CONSOLE SET" will be displayed.

2. *Press the NEXT button.*
   The LCD will show "C• •–T• •, C• •–T• •" when nothing is stored. When console 1 has been stored to extension 12, the pair telephone with the console 1 has been stored to extension 13, the console 2 has been stored to extension 14 and the pair telephone with console 2 has been stored to extension 15, "C12–T13, C14–T15" will be displayed.

3. *Dial the extension number to which the console 1 is connected.*

4. *Press the " ⇨ " button.*

5. *Dial the extension number which is paired with the console 1.*
   - *If you don't connect the console 2, proceed to step 10.*

6. *Press the " ⇨ " button.*

7. *Dial the extension number to which the console 2 is connected.*

8. *Press the " ⇨ " button.*

9. *Dial the extension number which is paired with the console 2.*

10. *Press the MEMORY button.*

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

Conditions

- *DSS console can be connected up to two.*
- *DSS console can not be connected in pair with a standard telephone.*
- *DSS console can not be connected at extension 11.*

Example:

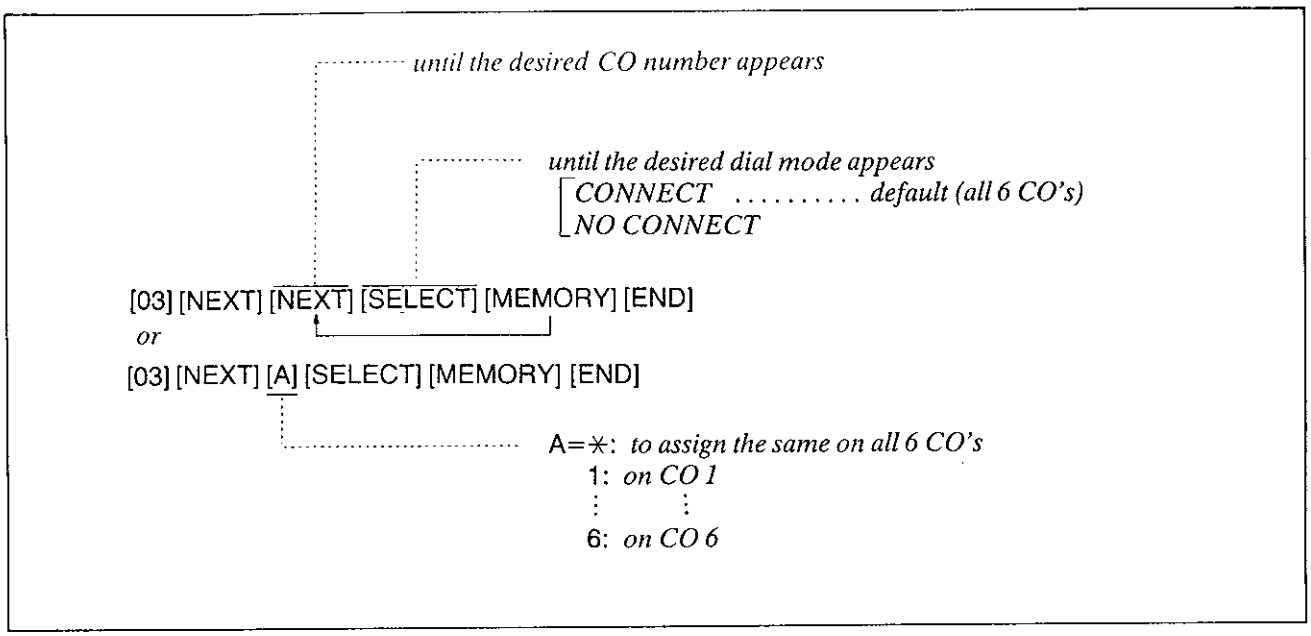
If Mr. Jay's secretary has KX-T61630 at extension 12 and is to use the DSS console (KX-T61640), the console should be connected to extension 13. (Paired extension is ext. 12.)
Mr. Brown's secretary has KX-T61620 at extension 14 and is to use the DSS console (KX-T61640), the console should be connected to extension 15.
(Paired extension is ext. 14.)

[02][NEXT][13][⇨][12][⇨][15][⇨][14]
[MEMORY][END]

Programming Table

See page 6-11.

CO Connection Assignment



Description

You can program 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.

Programming

1. *Dial (03).*
   "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 LCD will stop blinking.
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.*

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.*

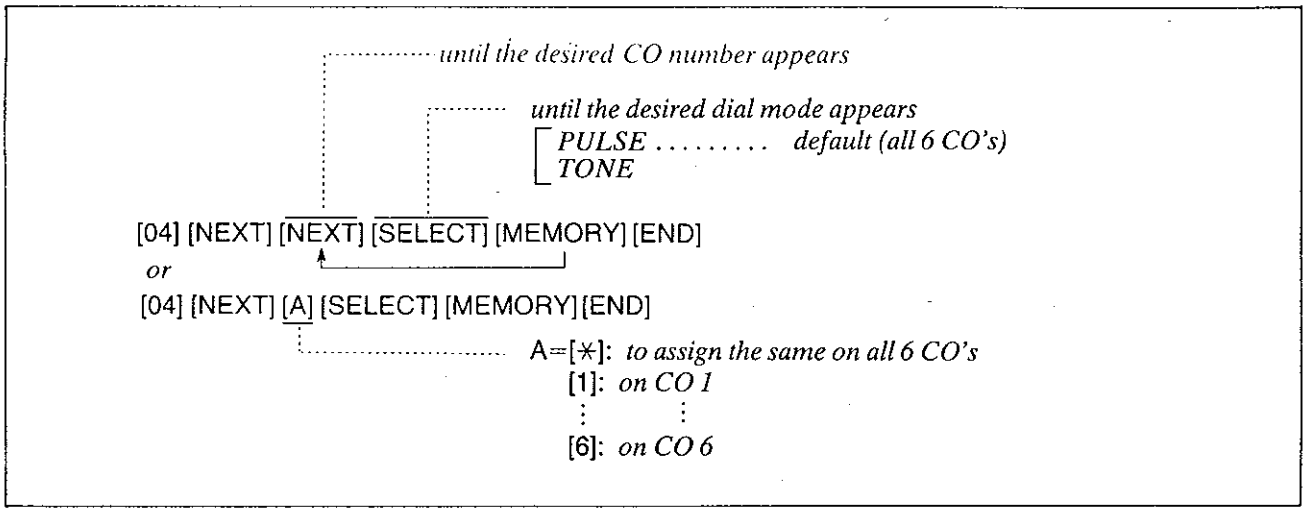
Example:
CO 1 and 2 ..... CONNECT
CO 3 ..... NO CONNECT

1. [03] [NEXT] [(NEXT) *or* (1)] [MEMORY]
2. [NEXT] [MEMORY]
3. [NEXT] [SELECT] [MEMORY] [END]

Programming Table

See page 6-11.

Dial Mode (Tone/Pulse) Selection



Description

Allows the user to select the dialing mode (tone or pulse) of 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 (04).*
   "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 LCD blinking 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 the KX-T61610 is connected to the Central Office directly or installed behind a host PBX, which receive both tone and pulse dial mode, the KX-T61610 must be used only tone dial mode.*
- *If your extension is not a KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 but a standard telephone, and the dial tone frequency of CO Lines is 600 Hz, the KX-T61610 must be used only for the pulse dial mode of CO Lines.*

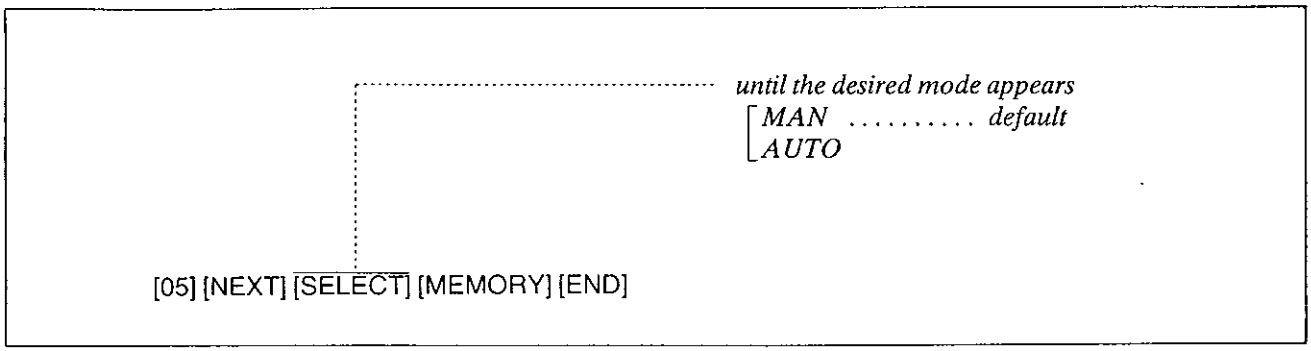
Example:

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

Programming Table

See page 6-11.

Switching Mode (Day/Night Service)



Description

Allows Day/Night service to be selected manually or automatically.
In case of manual switching, refer to "Flexible Night Service" page 4-40.

In case of automatic switching, set the "Starting Time (Day/Night Service)" page 3-13.

The following features should be set.
- *"Flexible Day Outward Dialing Assignment" page 3-15.*
- *"Flexible Night Outward Dialing Assignment" page 3-16.*
- *"Flexible Day Ringing Assignment" page 3-17.*
- *"Flexible Night Ringing Assignment" page 3-18.*

Programming

1. *Dial (05).*
   "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 LCD will stop blinking.

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

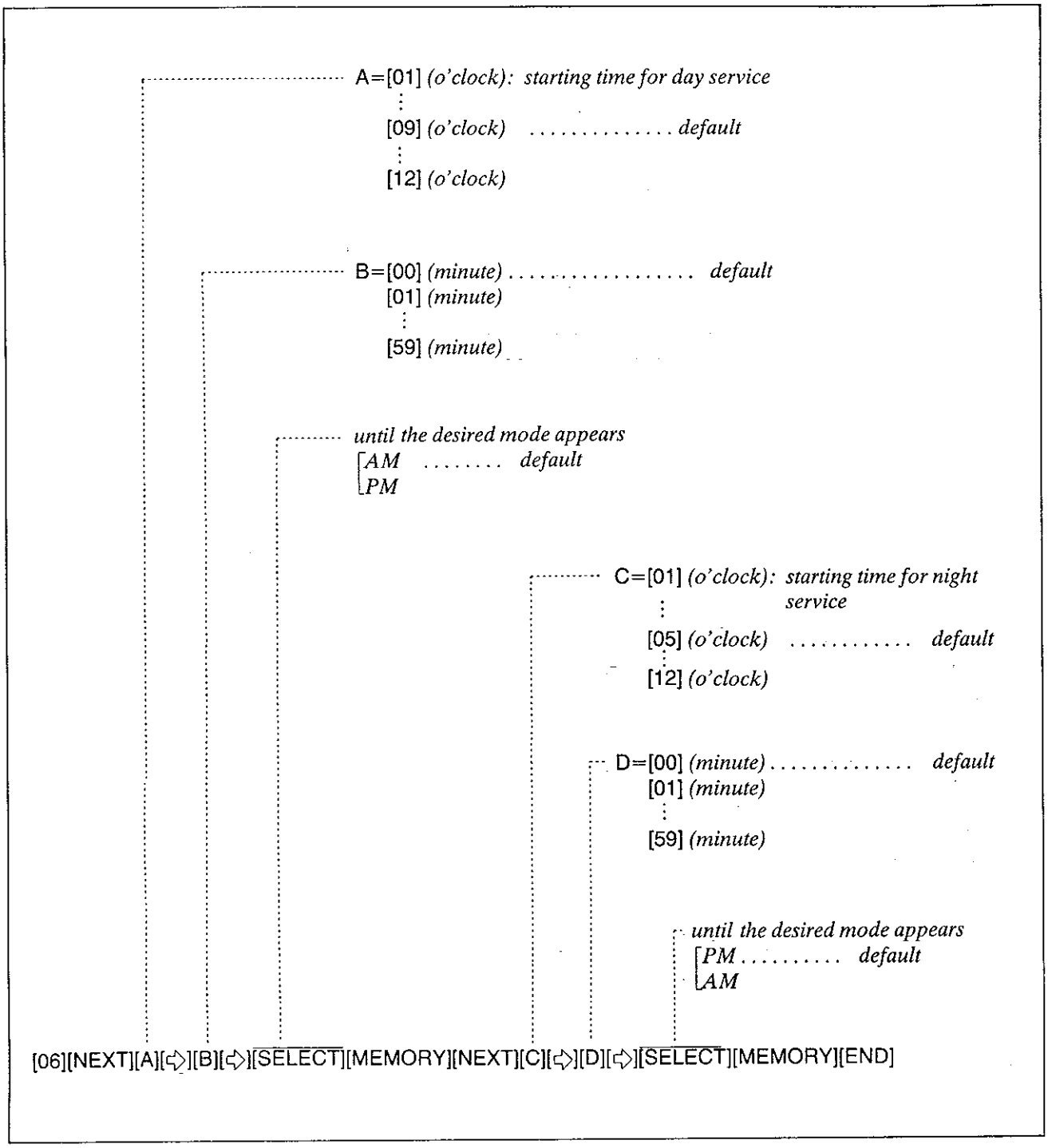
Conditions

When the Switching mode (Day/Night Service) is set to "AUTO", the present Day/Night Service mode will not change after you finish programming. To change the present mode, manual operation is required.
After you selected the Starting time (Day/Night Service) page 3-13, select the present Day/Night mode by "Flexible Night Service" page 4-40.

Programming Table

See page 6-11.

Starting Time (Day/Night Service)



Description

If you select the automatic switching mode for day/night service, enter the starting time. Refer to "Switching Mode (Day/Night Service)" page 3-12.

Programming

1. *Dial (06).*
   "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 the 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 the 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:

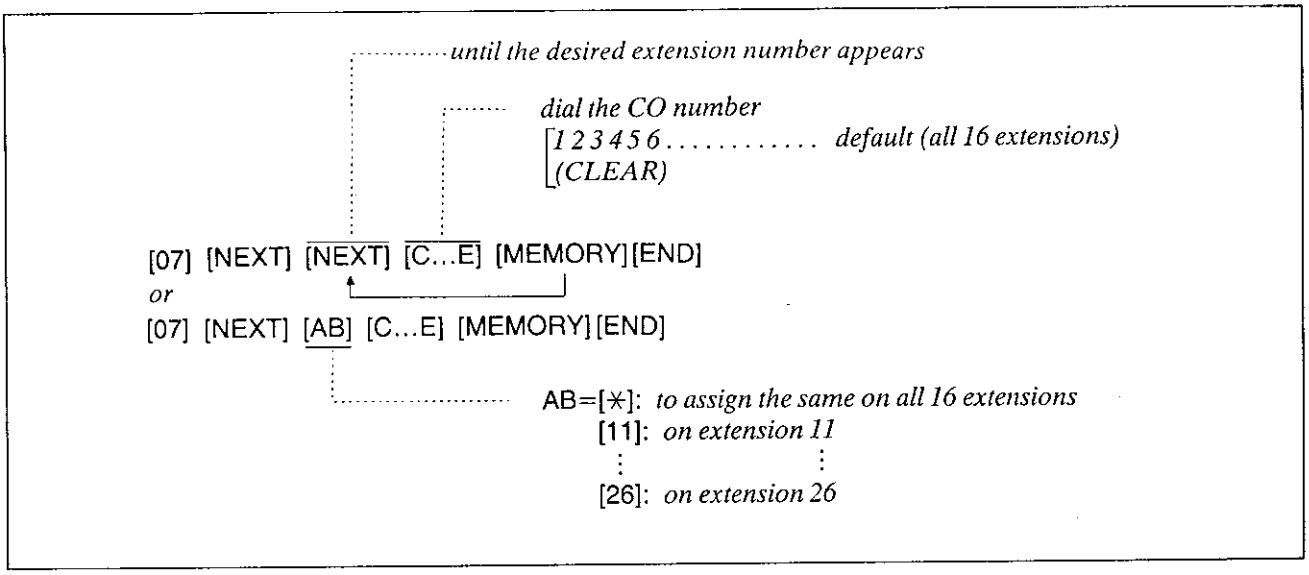
8:30 AM... starting time for day plan
6:30 PM... starting time for night plan

[06][NEXT][08][⇨][30][⇨][MEMORY][NEXT][06][⇨][30][⇨][MEMORY][END]

Programming Table

See page 6-11.

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 (07).*
   "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 4 5 6" will be displayed and "1 2 3 4 5 6" 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 the CO number.
   "11: CO....." will be displayed.

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

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

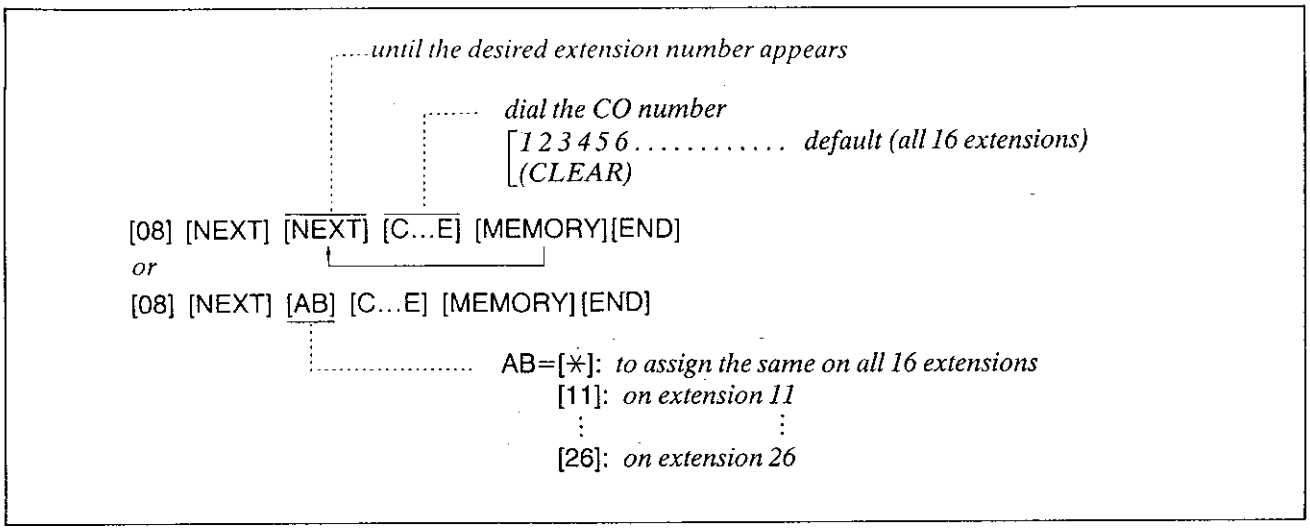
Company XYZ wants extensions 11 and 15 to have access to CO 1, 2 and 3 on outgoing calls during the day. Extensions 12, 13, 14, 16, 17 and 18 are to be programmed for access to only CO 1 and 2.

1. [07] [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 6-12.

Flexible Night Outward Dialing Assignment



Description

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

Programming

1. *Dial (08).*
   "NIGHT: 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 4 5 6" will be displayed and "1 2 3 4 5 6" 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 the CO number.
   "11: CO....." will be displayed.

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

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

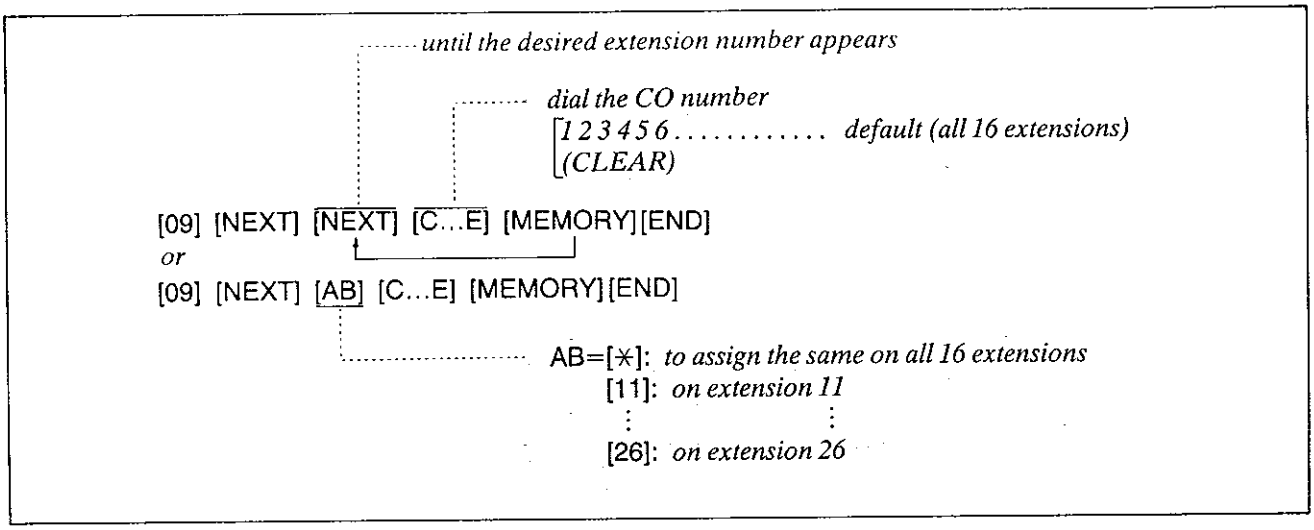
Company XYZ wants extensions 11, 13 and 16 to have access to CO 1, 2 and 3 on outgoing calls during the night. Extensions 12, 14, 15, 17 and 18 are to be programmed for access to only CO 1 and 2.

1. [08] [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 6-12.

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 (09).*
   "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 4 5 6" will be displayed and "1 2 3 4 5 6" will blink.

4. *Dial the CO numbers to be entered.*
   The desired combination of CO lines will be displayed.
   To prohibit ringing, press the CLEAR button instead of the CO number.
   "11: CO....." will be displayed.

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

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:

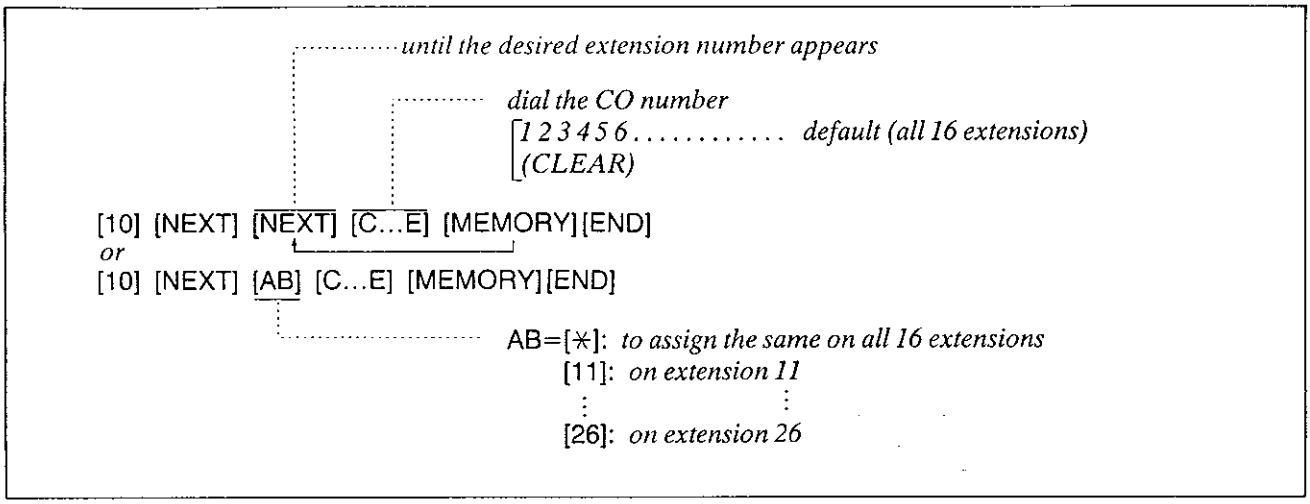
Incoming calls from Central Office during the day are programmed to ring at extension 11 only.

1. [09] [NEXT] [*] [CLEAR] [MEMORY]
2. [NEXT][1] [2] [3] [4] [5] [6] [MEMORY] [END]

Programming Table

See page 6-12.

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 (10).*
   "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 4 5 6" will be displayed and "1 2 3 4 5 6" will blink.
4. *Dial the CO numbers to be entered.*
   The desired combination of CO lines will be displayed.
   To prohibit ringing, press the CLEAR button instead of the CO number.
   "11: CO....." will be displayed.
5. *Press the MEMORY button.*
   The LCD will stop blinking.
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

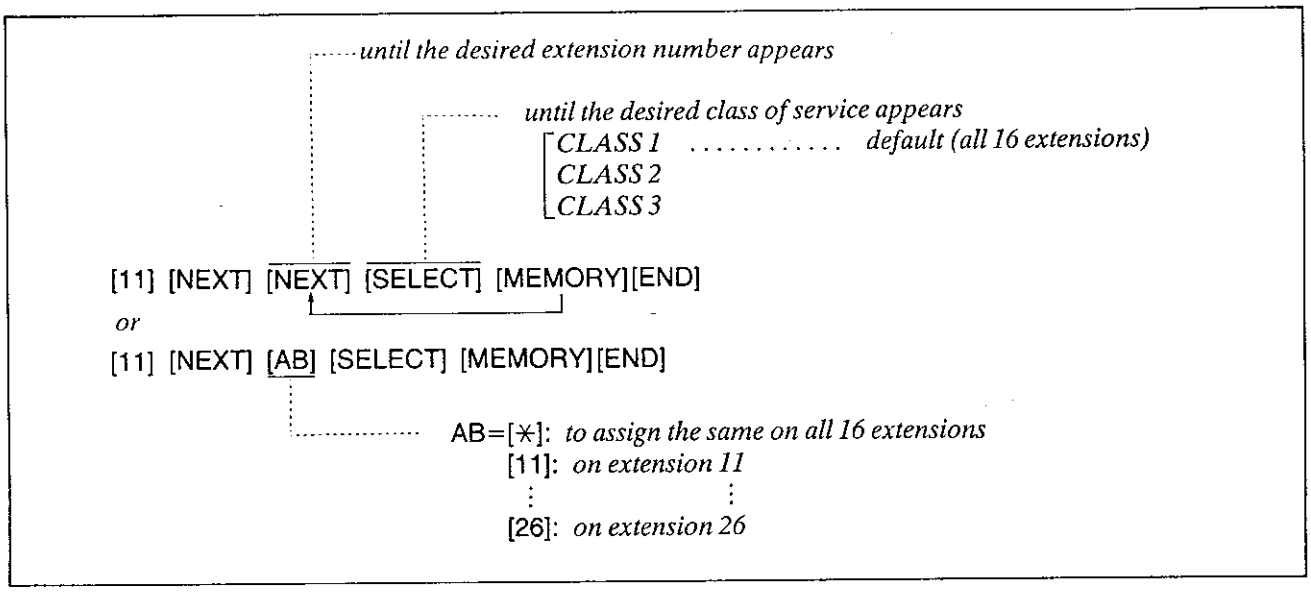
Company XYZ would like all incoming calls to ring at all extensions during the nighttime.

[10] [NEXT] [*] [1] [2] [3] [4] [5] [6] [MEMORY] [END]

Programming Table

See page 6-12.

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 3-20.*

Programming

1. *Dial (11).*
   "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 LCD will stop blinking.
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

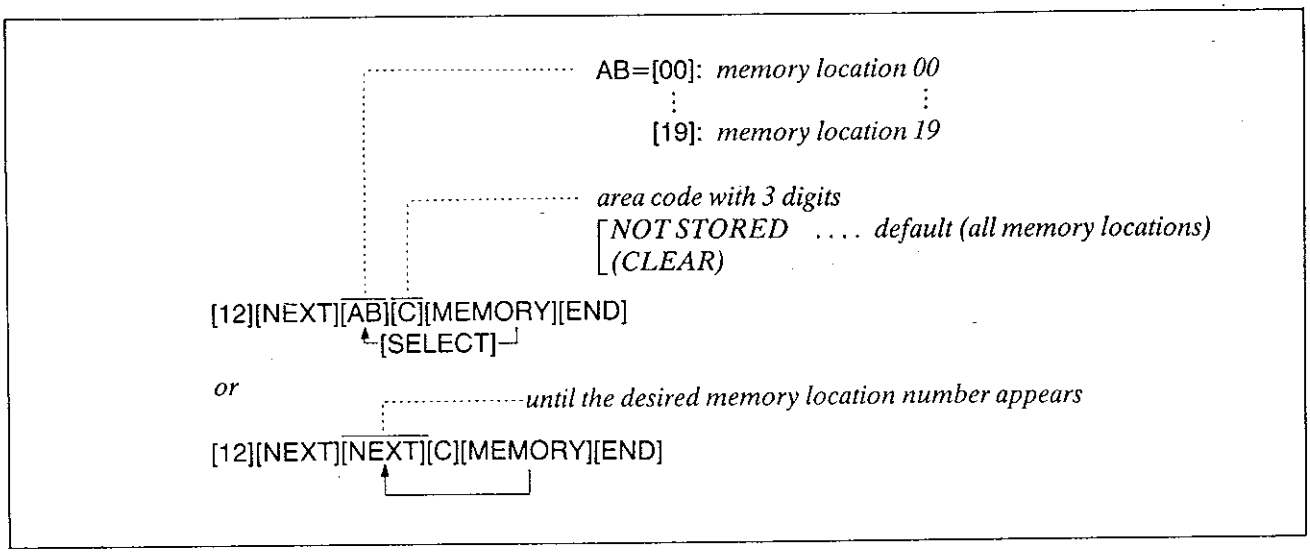
When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

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

Programming Table

See page 6-12.

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 2 or 3 is programmed;

1. *Dial (12).*
   "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 entry, press the CLEAR button.*
5. *Press the MEMORY button.*
   - *The memory indicatior 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 24 to have access to the area codes 321, 09 and 8 in the service class 2.

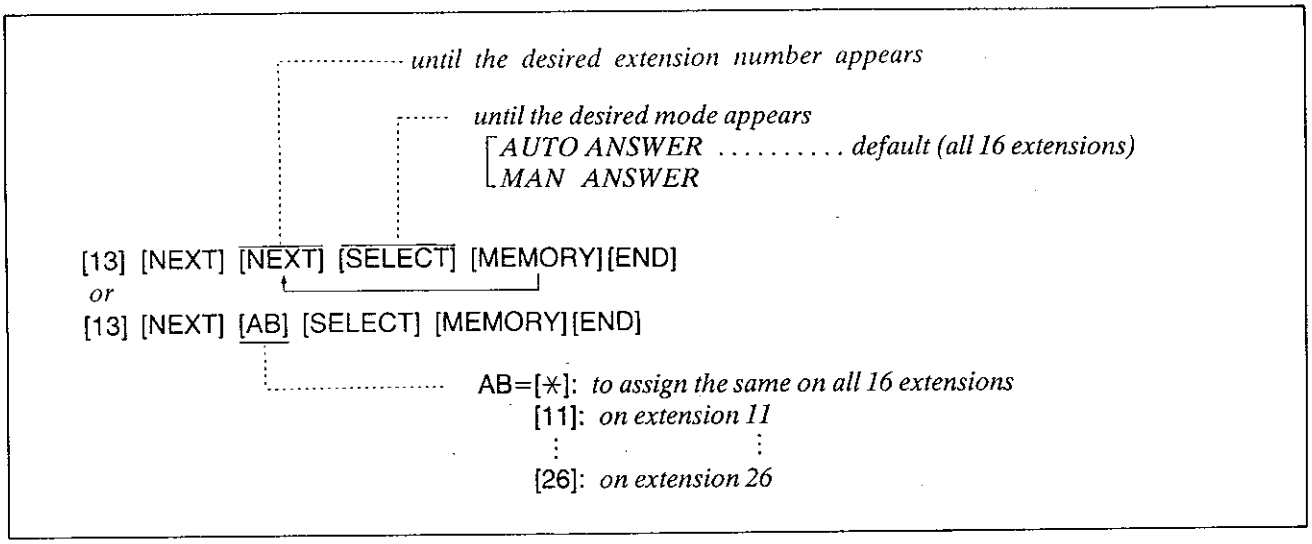
Step 1...[11] [NEXT] [24] [SELECT] [MEMORY] [END]
Step 2...[12] [NEXT] [NEXT] [321] [MEMORY]
[NEXT] [09 ✳] [MEMORY]
[NEXT] [8 ✳ ✳] [MEMORY] [END]

- *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 6-13.

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 (13).*
   "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 LCD will stop blinking.
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.*

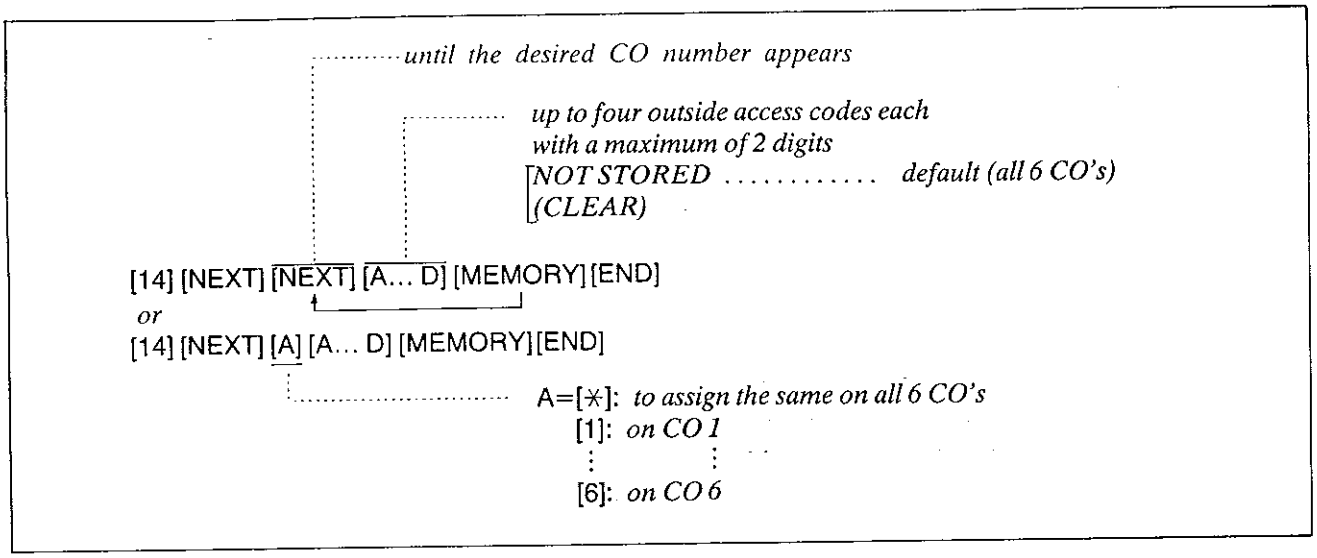
Examples:

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

Programming Table

See page 6-13.

Host PBX Access Codes Assignment



Description

If the system, (KX-T61610) 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.

Programming

1. *Dial (14).*
   "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 entry, press the CLEAR button.*

5. *Press the MEMORY button.*

6. *Repeat steps 3 to 5 to program each of the CO's of the KX-T61610.*

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

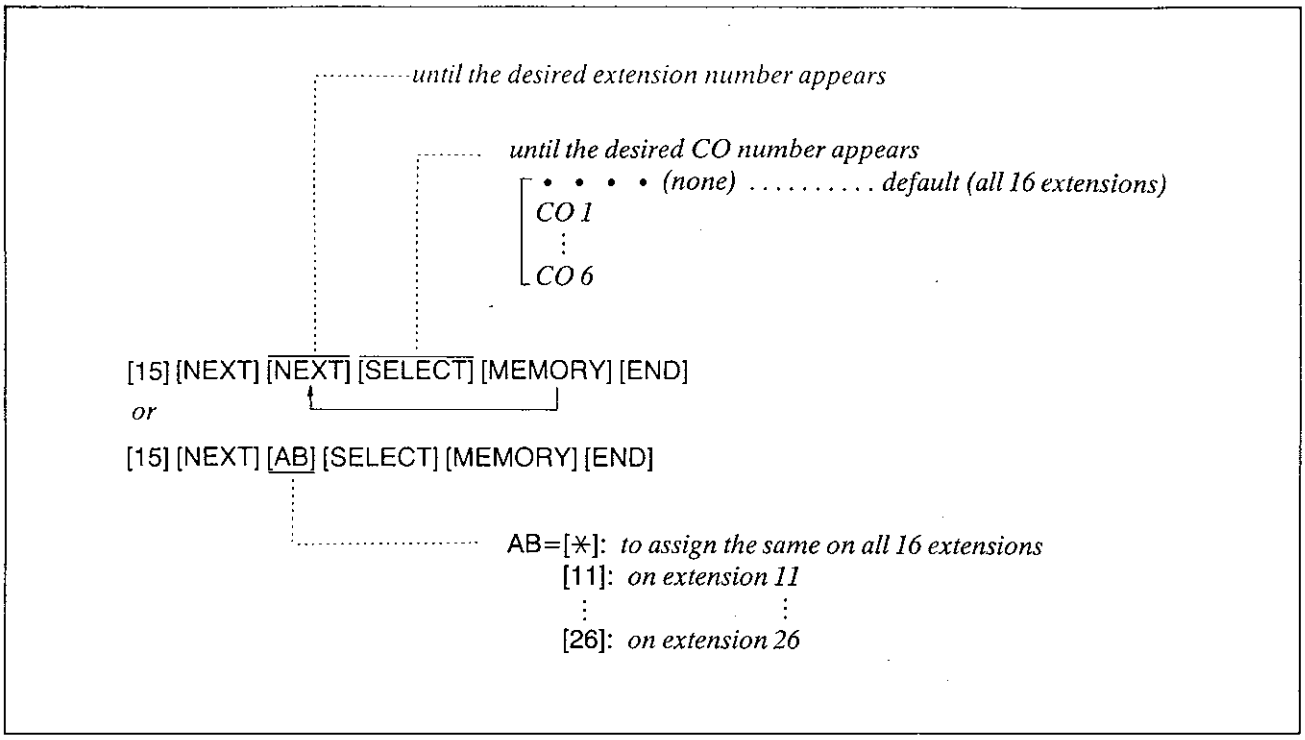
Conditions

- *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 host PBX access codes assignment.*

Programming Table

See page 6-13.

Preferred CO 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 CO line first when you lift the handset.

Programming

1. *Dial (15).*
   "PREFERRED CO" 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 LCD will stop blinking.
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.*

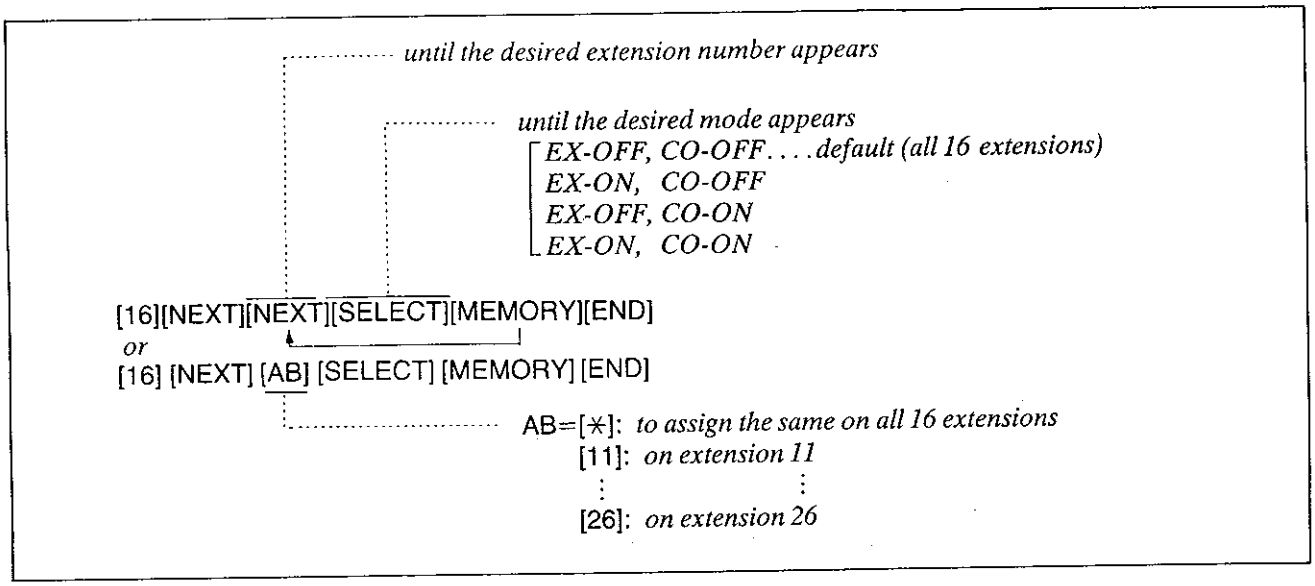
Conditions

- *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 CO line assignment.*

Programming Table

See page 6-13.

Programmable Call Waiting



Description

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

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: EX-OFF, CO-OFF" will be displayed and "EX-OFF, CO-OFF" will blink.

4. *Repeat pressing the SELECT button until the desired mode is displayed.*

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

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.*

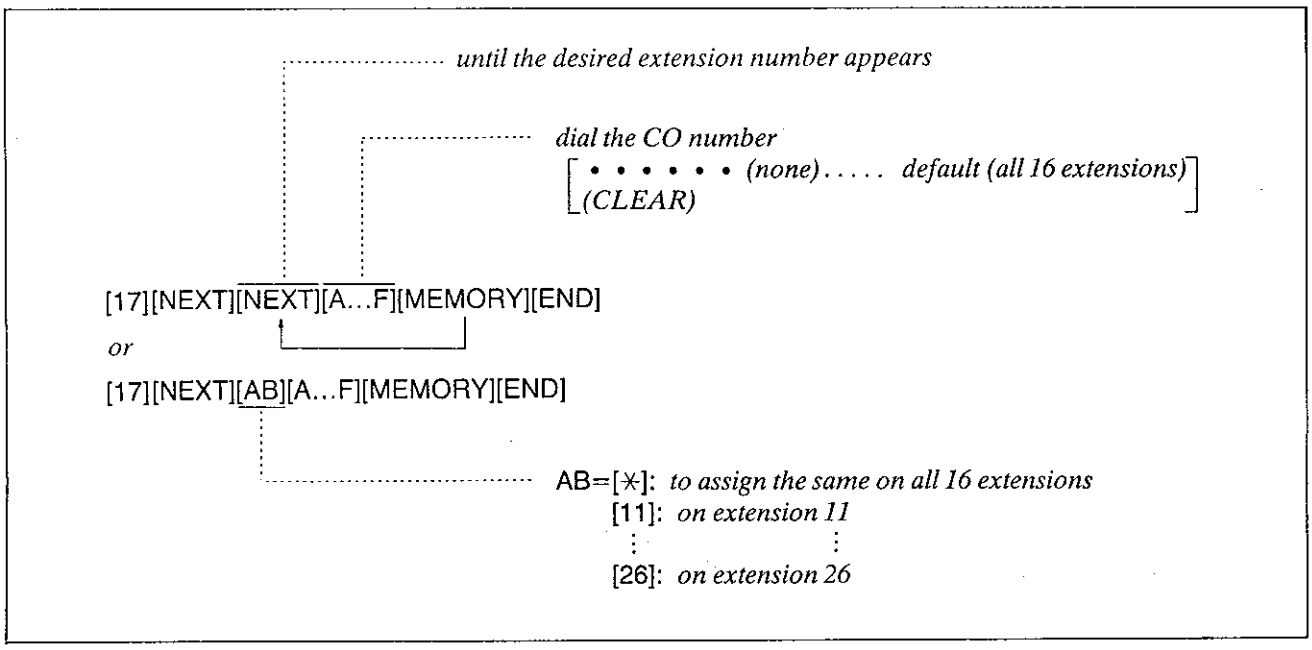
Conditions

- *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 call waiting selection.*

Programming Table

See page 6-13.

Delayed Ringing Assignment



Description

The ringing start time can be delayed on a designated extension(s) when an incoming call is received from the CO.
The CO line(s) that you want to delay the ring start time can be selected through the programming. "Delayed Ringing Count Selection" page 3-26 should be set.

Programming

1. *Dial (17).*
   "DELAY RING CO" will be displayed.

2. *Press the NEXT button.*
   "ENTER EXT NO" will be displayed.

3. *Press the NEXT button.*
   "11: CO • • • • • • " will be displayed and "• • • • • • " will blink.

4. *Dial the CO numbers to be entered.*
   The desired combination of CO 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 LCD will stop blinking.

6. *Repeat 3 to 5, to program the assignment of the other extensions.*

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

Conditions

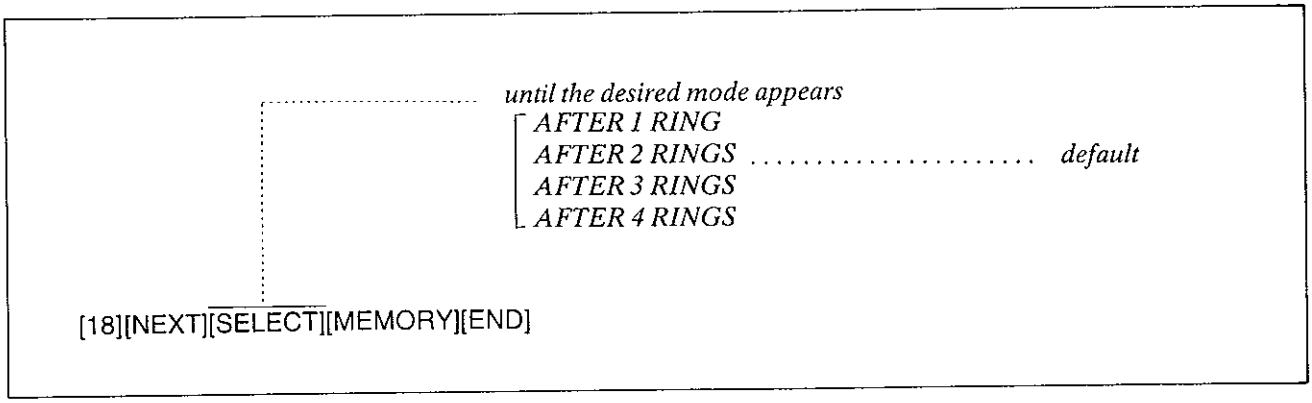
- *When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.*

- *The PREV button allows you to go to the previous extension for displaying the delayed ringing assignment.*

Programming Table

See page 6-14.

Delayed Ringing Count Selection



Description

After you select the CO lines that you want to delay the ring start time, select the desired delay ring count. Refer to "Delayed Ringing Assignment" page 3-25.

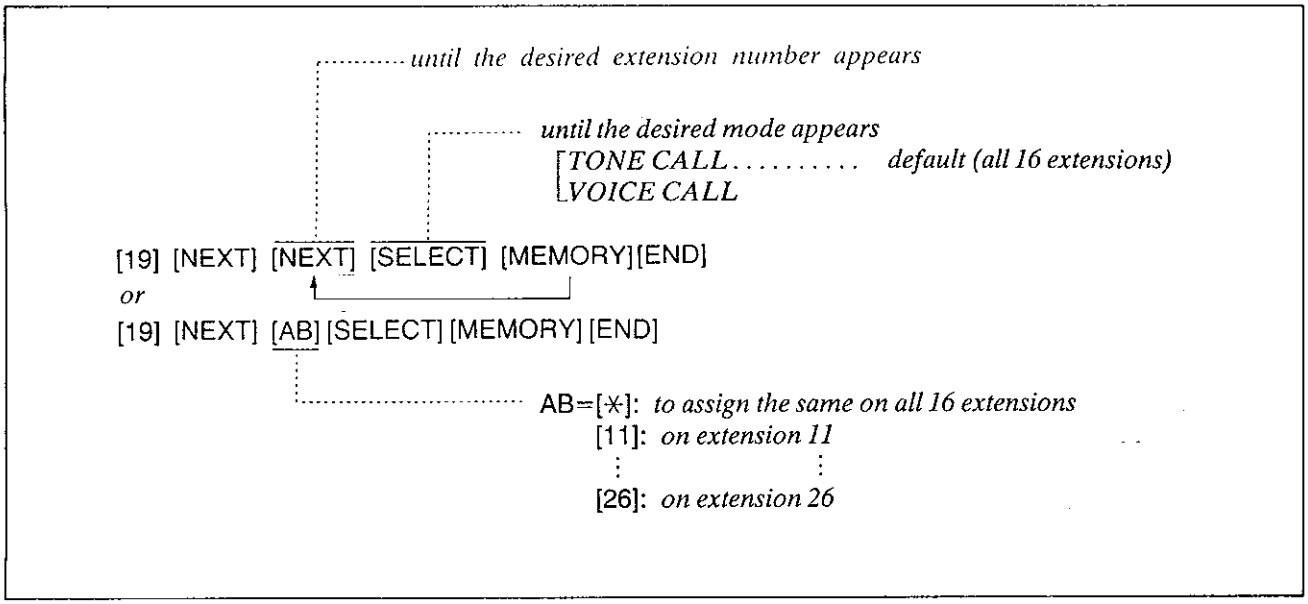
Programming

1. *Dial (18).*
   "DELAY RING COUNT" will be displayed.
2. *Press the NEXT button.*
   "AFTER 2 RINGS" will be displayed and will blink.
3. *Repeat pressing the SELECT button until the desired mode is displayed.*
4. *Press the MEMORY button.*
   The LCD will stop blinking.
5. *To return to the initial program mode, press the END button.*

Programming Table

See page 6-14.

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) sound at the receiving extension.*

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

Programming

1. *Dial (19).*
   "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 LCD will stop blinking.
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.*

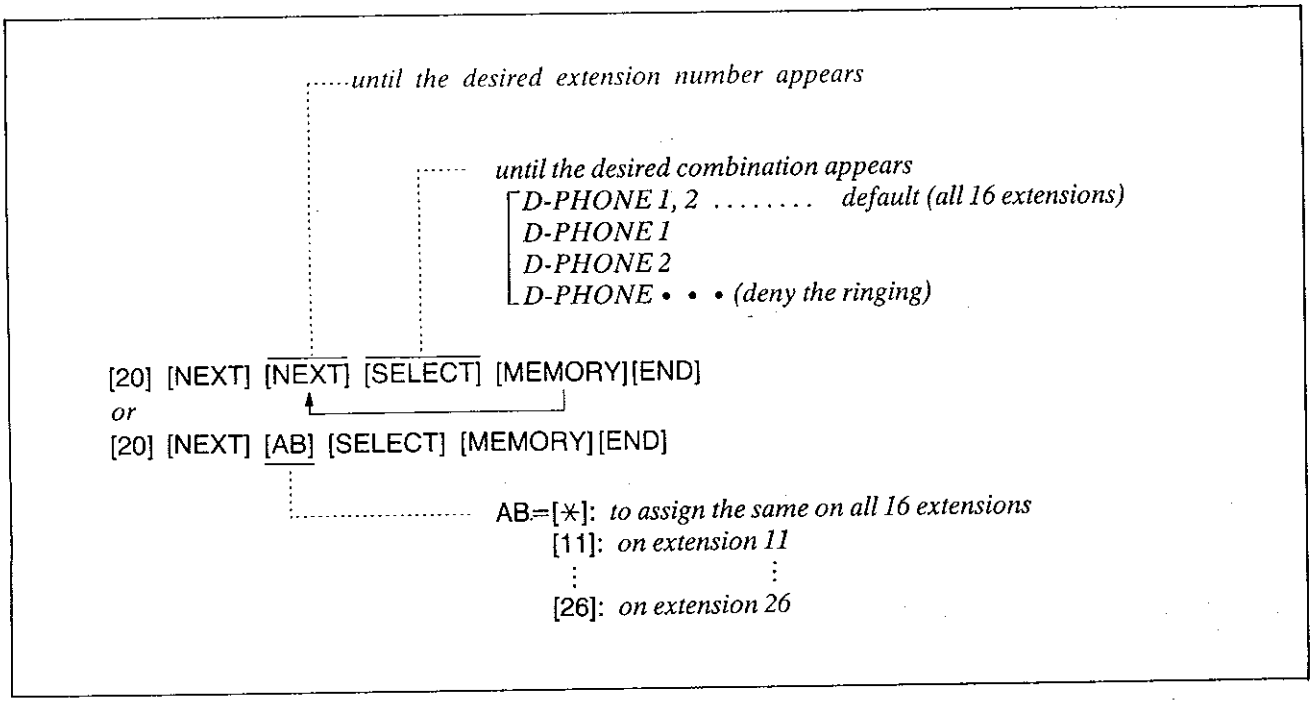
Example:

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

Programming Table

See page 6-14.

Programmable Doorphone



Description

Allows each extension to be programmed for receiving calls from up to 2 doorphones. (Doorphone is an option.)

Programming

1. *Dial (20).*
   "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 LCD will stop blinking.
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:

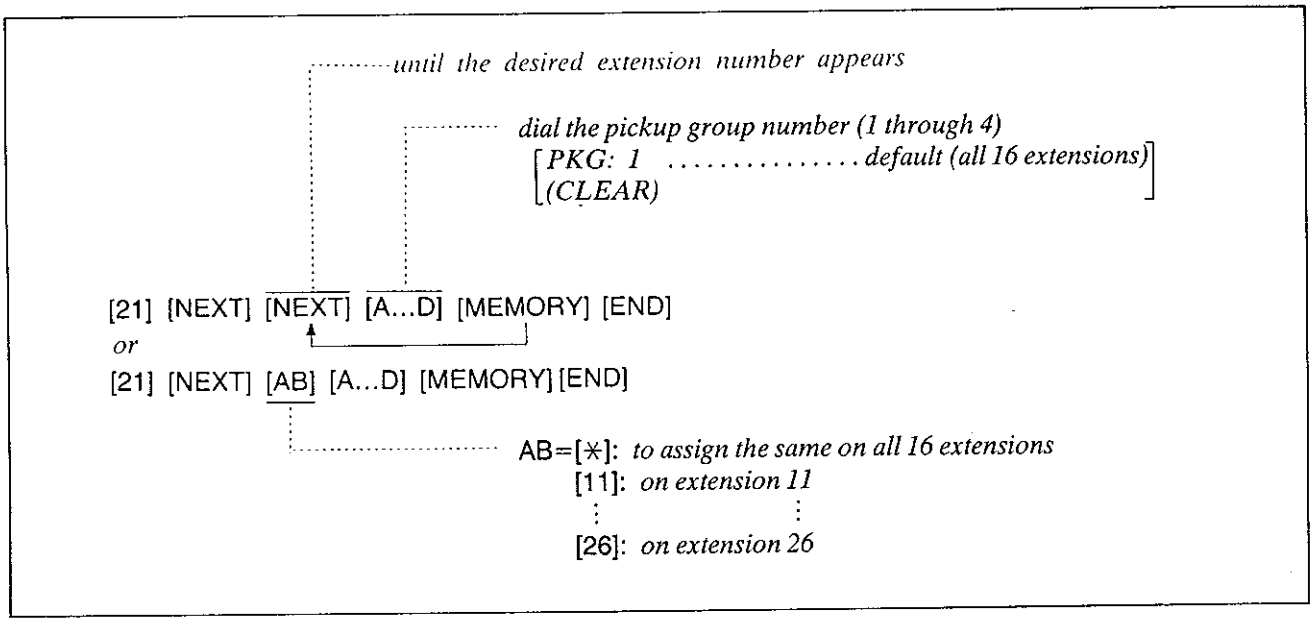
- *To allow extension 12 to receive from D-PHONE 2*

  [20] [NEXT] [12] [SELECT] [SELECT] [MEMORY] [END]

Programming Table

See page 6-14.

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 (21).*
   "PICKUP GROUP" will be displayed.

2. *Press the NEXT button.*
   "ENTER EXT NO" will be displayed.

3. *Press the NEXT button.*
   "11: PKG: 1" will be displayed and "1" will blink. This means that extension 11 belongs to pickup group 1.

4. *Dial the pickup group number (1 through 4) to be entered.*
   The desired combination of pickup group will be displayed.
   To be out of any groups, press the CLEAR button instead of group number.

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

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 four, or may not belong to a 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.*

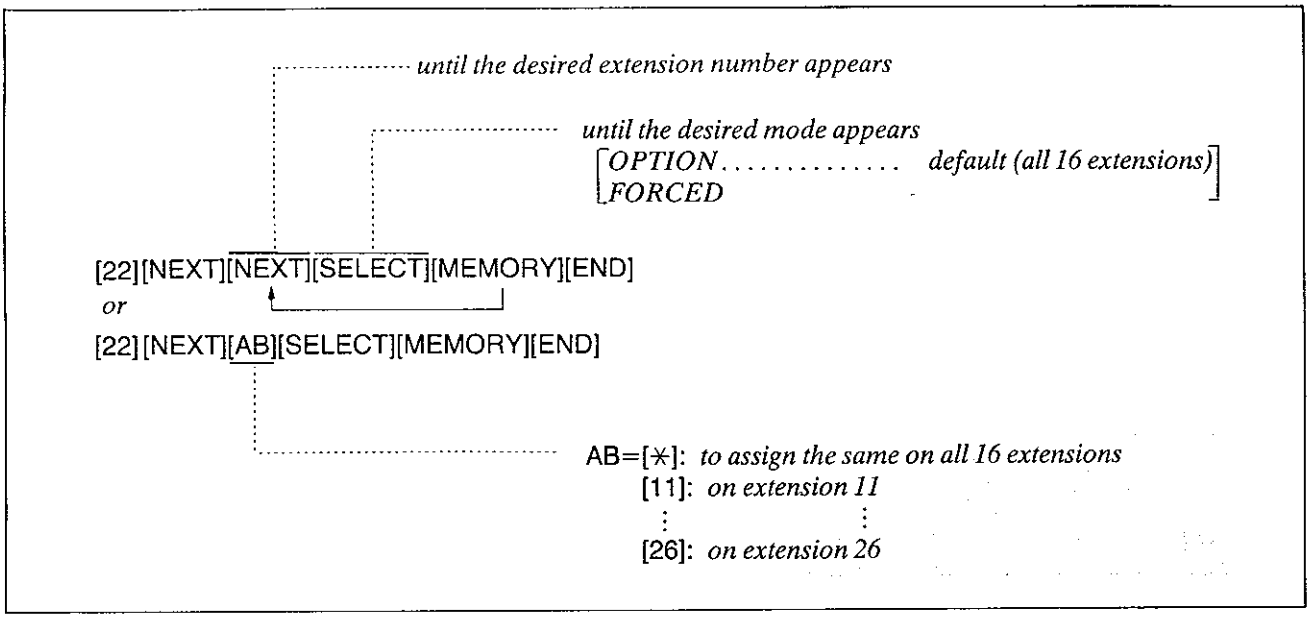
Examples:

- *extension 14...Pickup Group 2*
  [21][NEXT][14][2][MEMORY][END]
- *extension 15...Pickup Group 3*
  [21][NEXT][15][3][MEMORY][END]

Programming Table

See page 6-14.

Account Code Input Mode



Description

This feature gives each message of the SMDR an account code of the called or calling party. This feature has two modes "FORCED" and "OPTION". In the "FORCED" mode, the account code must be entered every time extension user dials.
In the "OPTION" mode, the account code may be entered when a record is needed. Refer to "Account Code" page 4-25.

Programming

1. *Dial (22).*
   "ACCOUNT CODE MOD" will be displayed.

2. *Press the NEXT button.*
   "ENTER EXT NO" will be displayed.

3. *Press the NEXT button.*
   "11: OPTION" will be displayed and the "OPTION" will blink.

4. *Press the SELECT button to alternate between OPTION and FORCED to select the desired mode.*

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

6. *Repeat steps 3 to 5, to program the account code of the other extensions.*

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

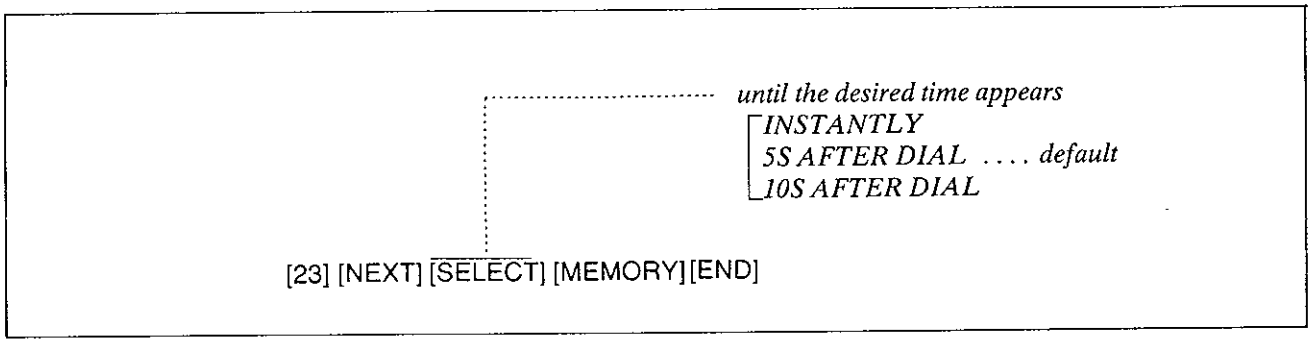
Conditions

- *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 account code input mode.*

Programming Table

See page 6-14.

Duration Time Count Start Mode



Description

The duration time of the conversation is displayed.
Program the start time of the timer.
- *Instantly after the CO line is captured.*
- *5 seconds after the dialing*
- *10 seconds after the dialing*

Example:
10 seconds after the dialing
=[23] [NEXT] [SELECT] [MEMORY] [END]

Programming Table

See page 6-15.

Programming

1. *Dial (23).*
   - *"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 LCD will stop blinking.

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

Station Message Detail Recording (SMDR) Communication Parameters

Description

SMDR is a cost saving feature that records on a printer a record of all incoming and outgoing calls. The following information is provided on the printout.
The SMDR will print out the security code of the long distance service.

NOTE:
When plugging a printer into the KX-T61610 make sure that the printer power is off.
Select the SMDR Communication Parameters, System Data Dump and SMDR Incoming/Outgoing Selection for proper operation.

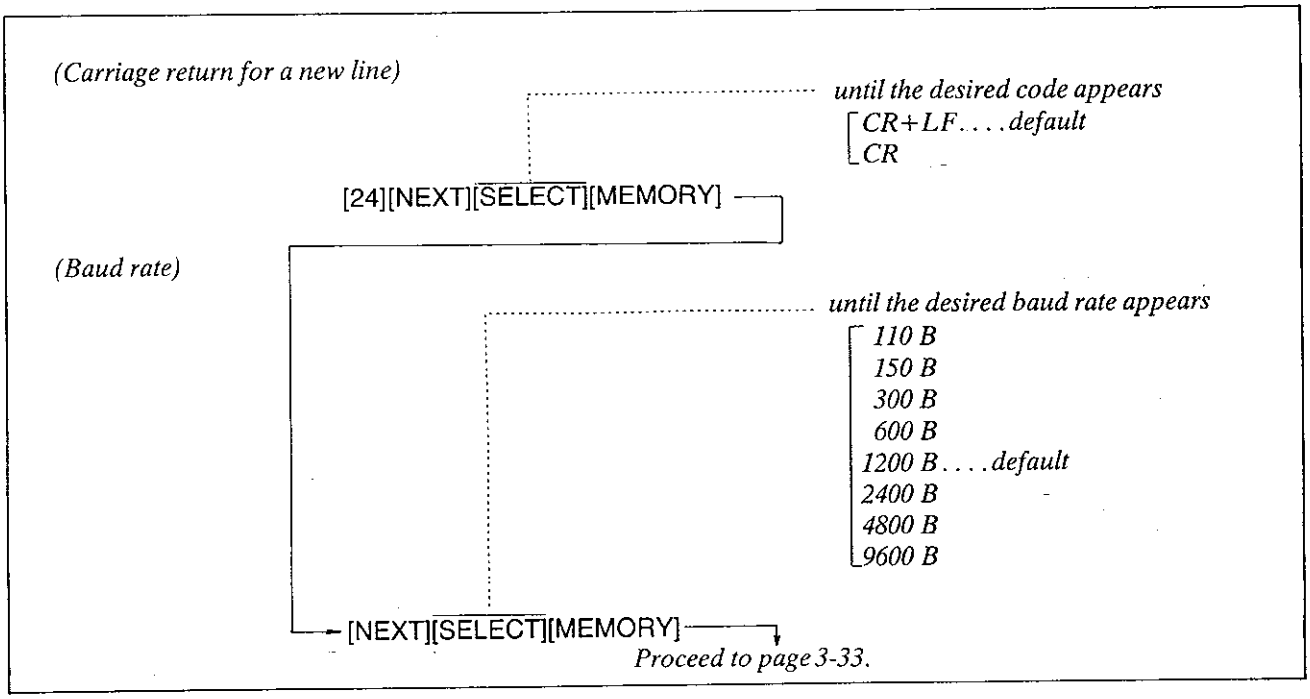
Example of print

Date	Time	Ext.	CO	Dial Number	Duration	Code
4/20/87	8:00 AM	26	6	201 234 5678	00:00'30"	0123

- 4/20/87: month, day, year
- 26: extension
- 6: CO number
- 201 234 5678: called party
- 00:00'30": hour, minute, second
- 0123: account code

- *When you have an incoming call, the printer will print <<incoming>>.*
- *When "=" appears in the Dial Number, the previous number of "=" indicates the line access number of the Host PBX.*
- *When "*" appears in front of the Time, this means the time that the call is transferred.*

SMDR Printer Format Selection



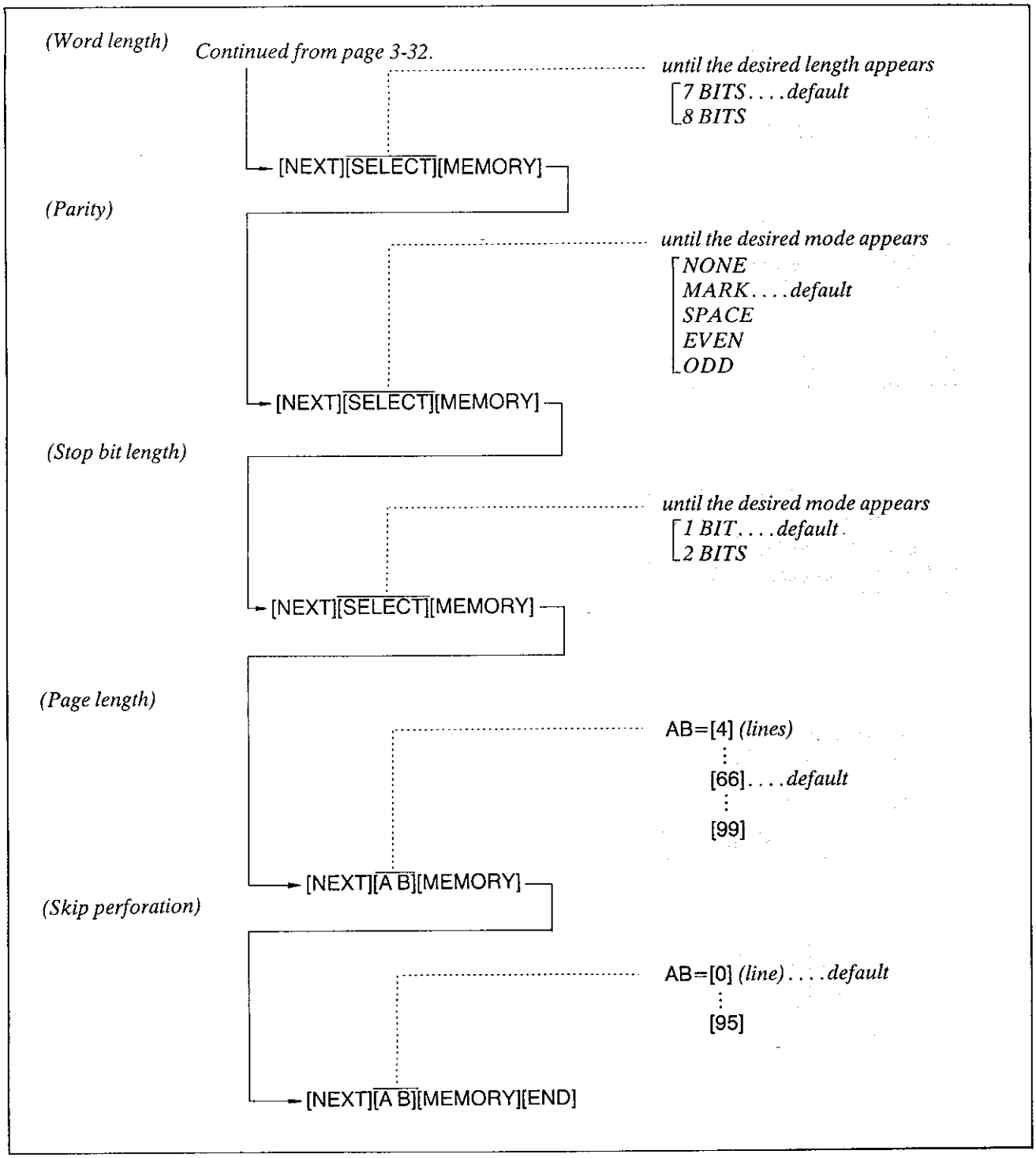
(Carriage return for a new line)

[24][NEXT][SELECT][MEMORY] — *until the desired code appears*
- *CR+LF. . . . default*
- *CR*

(Baud rate)

[NEXT][SELECT][MEMORY] — *until the desired baud rate appears*
- *110 B*
- *150 B*
- *300 B*
- *600 B*
- *1200 B. . . . default*
- *2400 B*
- *4800 B*
- *9600 B*

Proceed to page 3-33.


(Word length)
Continued from page 3-32.
until the desired length appears
7 BITS....default
8 BITS
[NEXT][SELECT][MEMORY]
(Parity)
until the desired mode appears
NONE
MARK....default
SPACE
EVEN
ODD
[NEXT][SELECT][MEMORY]
(Stop bit length)
until the desired mode appears
1 BIT....default
2 BITS
[NEXT][SELECT][MEMORY]
(Page length)
AB=[4] (lines)
[66]....default
[99]
[NEXT][A B][MEMORY]
(Skip perforation)
AB=[0] (line)....default
[95]
[NEXT][A B][MEMORY][END]

Carriage return for a new line

A new line code indicates what type of code is needed for the print head on a printer to move the first character position on the next line.

CR+LF
when "CR+LF" is required from a printer.
CR
when "CR" is required from a printer.

CR=Carriage Return
LF=Line Feed.

Baud rate

A baud rate code indicates the data transmission speed from the system to a printer.

110 B (when 110 baud is required.)
150 B (when 150 baud is required.)
300 B (when 300 baud is required.)
600 B (when 600 baud is required.)
1200 B (when 1200 baud is required.)
2400 B (when 2400 baud is required.)
4800 B (when 4800 baud is required.)
9600 B (when 9600 baud is required.)

Parity

A parity code indicates what type of parity is used to detect an error in a string of bits composing a character.

NONE: when an error checking function is not required from a printer.
MARK: when a Mark is required from a printer.
SPACE: when a Space is required from a printer.
EVEN: when an Even is required from a printer.
ODD: when an Odd is required from a printer.

Word length

A word length code indicates how many bits compose a character.

7 BITS (when 7 bits are required.)
8 BITS (when 8 bits are required.)

Stop bit length

A stop bit length code indicates the end of a bit string which composes a character.

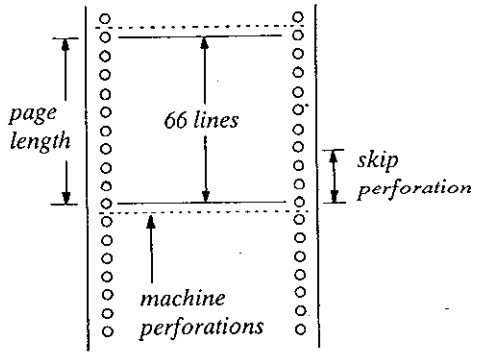
1 BIT:
when one bit is required for end detection.
2 BITS:
when two bits are required for end detection.

Page length

The page length may be selected to position a title and data on each page.
A page length code indicates the number of lines per page.
A title will be printed on the first 3 lines of each page.

4 lines per page
⋮
99 lines per page

STANDARD CONTINUOUS PAPER (11 inches)



To print data, page length must be longer than skip perforation by 4 or more lines.

Skip perforation

The skip perforation code indicates the number of lines to be skipped. When the print head reaches the line designated, the print head moves to the top position of the next page.

0 (print head does not skip.)
1 (print head skips the last line.)
2 (print head skips the last 2 lines.)
⋮
95 (print head skips the last 95 lines.)

Programming

1. *Dial (24).*
   "SMDR PARAMETERS" will be displayed.
2. *Press the NEXT button.*
   "NL-CODE: CR+LF" will be displayed and "CR+LF" will blink.
3. *Press the SELECT button to alternate between CR+LF and CR to select the desired mode.*
4. *Press the MEMORY button.*
   The LCD will stop blinking.
5. *Press the NEXT button.*
   "BAUD RATE: 1200B" will be displayed and the "1200B" will blink.
6. *Repeat pressing the SELECT button until the desired baud rate is displayed.*
7. *Press the MEMORY button.*
   The LCD will stop blinking.
8. *Press the NEXT button.*
   "WORD LENGT: 7BITS" will be displayed and the "7BITS" will blink.
9. *Press the SELECT button to alternate between 7BITS and 8BITS to select the desired mode.*
10. *Press the MEMORY button.*
    The LCD will stop blinking.
11. *Press the NEXT button.*
    "PARITY: MARK" will be displayed and the "MARK" will blink.
12. *Repeat pressing the SELECT button until the desired parity code is displayed.*
13. *Press the MEMORY button.*
    The LCD will stop blinking.
14. *Press the NEXT button.*
    "STOP BIT: 1BIT" will be displayed and the "1BIT" will blink.
15. *Press the SELECT button to alternate between 1BIT and 2BITS to select the desired mode.*
16. *Press the MEMORY button.*
    The LCD will stop blinking.
17. *Press the NEXT button.*
    "PAGE LENGTH: 66" will be displayed and the "66" will blink.
18. *Dial (4 through 99) for the page length entry.*
19. *Press the MEMORY button.*
    The LCD will stop blinking.
20. *Press the NEXT button.*
    "SKIP PERF: 0" will be displayed and the "0" will blink.
21. *Dial (0 through 95) for the skip perforation code entry.*
22. *Press the MEMORY button.*
    The LCD will stop blinking.
23. *To return to the initial program mode, press the END button.*

Programming Table

See page 6-15.

Conditions

- *To return to the previous mode, press the PREV button instead of the NEXT button.*

Conditions

The following combinations are disallowed.

parity	word length	stop bit length
mark	8	2
space	8	1
space	8	2

If any of the above disallowed combinations are selected, "INPUT ERROR" will be displayed. Press the NEXT button and then repeat the procedure of programming.

The pin configuration of EIA (RS-232C) connector is as follows.

Pin Number	Signal Name		Circuit Type	
			EIA	CCITT
1	FG	Frame Ground	AA	101
2	TXD	Transmitted Data	BA	103
3	RXD	Received Data	BB	104
4	RTS	Request To Send	CA	105
5	CTS	Clear To Send	CB	106
6	DSR	Data Set Ready	CC	107
7	SG	Signal Ground	AB	102
8	DCD	Data Carrier Detect	CF	109
20	DTR	Data Terminal Ready	CD	108.2

EIA SIGNALS:

Frame Ground (FG);
Connects to the unit frame and the earth ground conductor of the AC power cord.

Transmitted Data (TXD); ..... ***(output)***
Conveys signals from the unit to the printer. A "MARK" condition is held unless data or BREAK signals are being transmitted.

Received Data (RXD); ..... ***(input)***
Conveys signals from the printer.

Request To Send (RTS); ..... ***(output)***
This lead is held ON whenever DSR is ON.

Clear To Send (CTS); ..... ***(input)***
An ON condition of circuit CTS indicates that the printer is ready to receive data from the unit. The unit does not attempt to transfer data or receive data when circuit CTS is OFF.

Data Set Ready (DSR); ..... ***(input)***
An ON condition of circuit DSR indicates the printer is ready.
Circuit DSR ON does not indicate that communication has been established with the printer.

Signal Ground (SG);
Connects to the DC ground of the unit for all interface signal.

Data Terminal Ready (DTR) ..... ***(output)***
This signal line is turned ON by the unit to indicate that it is ON LINE.
Circuit DTR ON does not indicate that communication has been established with the printer.
It is switched OFF when the unit is OFF LINE.

Data Carrier Detect (DCD) ..... ***(input)***
The ON condition is an indication to data terminal (DTE) that the carrier signal is being received.

System Data Dump

•*STOP OUTPUT*

until the STOP OUTPUT appears

[25][NEXT][SELECT][MEMORY][END]

•*SYSTEM PARA*
•*SPEED DIAL*
•*ALL PARA (Master)*

until desired data dump mode appears

- *SYSTEM PARA* ..... *default*
- *CO PARA*
- *EXT PARA*
- *SPEED DIAL*
- *ALL PARA*
- *STOP OUTPUT*

[25][NEXT][SELECT][MEMORY][END]

•*CO PARA (Outside)*

until the CO PARA appears

A=[✳]: *to assign the same on all 6 CO's*
[1]: *on CO 1*
⋮
[6]: *on CO 6*

[25][NEXT][SELECT][MEMORY][A][END]

•*EXT PARA*

until the EXT PARA appears

AB=[✳]: *to assign the same on all 16 extensions*
[11]: *on extension 11*
⋮ ⋮
[26]: *on extension 26*

[25][NEXT][SELECT][MEMORY][AB][END]

Description

Five separate printouts are available. They are (1) System parameters (2) CO parameters (3) Extension parameters (4) Speed dial (5) All parameters (master)

(1) System parameters

Day/Night
Area codes of class-2
Area codes of class-3
Delay Ring count
Duration time count
SMDR parameters
Duration log
Auto hold alarm time
Hold recall time
Transfer recall time
Ext-paging access tone
Secret speed dialing
DTMF receiver selection
Door phone receive extension
Pickup group assignments
DSS operation mode
DSS console set

(2) CO parameters

Connection
Dial mode
Host PBX access code
Hookswitch flash time
Disconnect time
CPC Detection

(3) Extension parameters

■ *(When the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 is connected at extension.)*

Telephone type
Outgoing CO Day/Night
Incoming CO Day/Night
Toll restriction
CO answer mode
Incoming preferred CO
Call waiting
Call waiting tone
Delayed Ringing CO
Intercom call mode
Account code input mode
Executive override
Auto CO access group
Automatic CO hunting
Do not disturb
Call forwarding
Data line security
Dial call pickup deny
Feature button assignments
CO button assignments
DSS button assignments (KX-T30830 only)

<<DSS Console Items>>
Feature button assignments
DSS button assignments

■ *(When the standard telephone or DSS Console is connected at extension)*

Telephone type
DSS console connection
Outgoing CO Day/Night
Incoming CO Day/Night
Toll restriction
Incoming preferred CO
Call waiting
Delayed ringing CO
Account code input mode
Auto CO access group
Pickup dial
Do not disturb
Call forwarding
Data line security
Dial call pickup deny

(4) Speed dial

Speed access codes (00 through 99) in which phone numbers are stored may be printed.

(5) All parameters (master)

System parameters
CO parameters
Extension parameters
Speed dial

Operation

To stop the printout;

1. *Dial (25).*
2. *Press the NEXT button.*
3. *Repeat pressing the SELECT button until STOP OUTPUT is displayed.*
4. *Press the MEMORY button.*
   "STOP PRINTING !!" will be displayed.

When the System Parameters, Speed dial or All Parameters is printed.

1. *Dial (25).*
   "SYSTEM DATA OUT" will be displayed.
2. *Press the NEXT button.*
   "MENU: SYSTEM PARA" will be displayed and "SYSTEM PARA" will blink.
3. *Repeat pressing the SELECT button until the desired data dump mode is displayed.*
4. *Press the MEMORY button.*
   The LCD will stop blinking.
5. *Repeat step 2 to 4, to print the other data dumps.*

When the CO Parameter is printed;

1. *Dial (25).*
2. *Press the NEXT button.*
3. *Repeat pressing the SELECT button until the "CO PARA" is displayed.*
4. *Press the MEMORY button.*
   "ENTER CO NO" is displayed.
5. *Dial the CO number.*
   SMDR printer will print out.
   "PRINTING NOW" will be displayed.
6. *To print the other CO parameter, press the SELECT button and then dial the CO number.*

When the Extension Parameter is printed;

1. *Dial (25).*
2. *Press the NEXT button.*
3. *Repeat pressing the SELECT button until the "EXT PARA" is displayed.*
4. *Press the MEMORY button.*
   "ENTER EXT NO" is displayed.
5. *Dial the extension number.*
   SMDR printer will print out.
   "PRINTING NOW" will be displayed.
6. *To print the other extension parameter, press the SELECT button and then dial the extension number.*

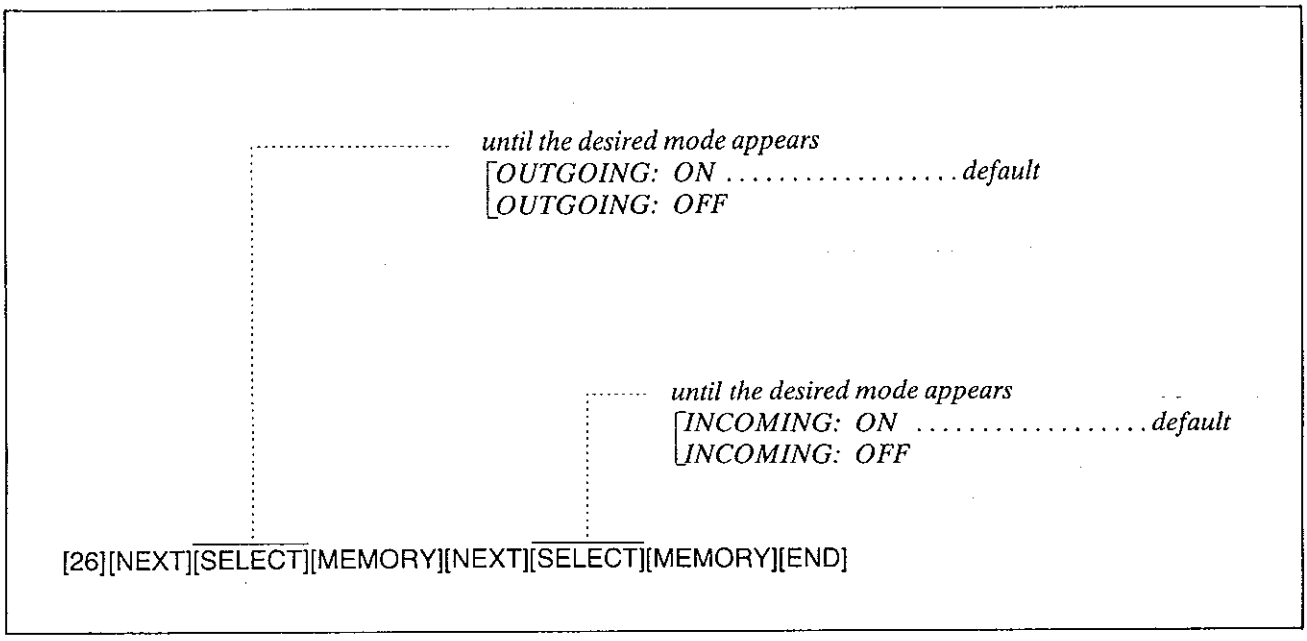
After completing printing, to return to the initial mode;

1. *Press the END button.*

Programming Table

See page 6-16.

Station Message Detail Recording (SMDR) Incoming/Outgoing Selection



Description

It is possible to print either outgoing outside calls, incoming outside calls or both.

OUTGOING: ON... to print outgoing outside calls
OUTGOING: OFF... to stop printing
INCOMING: ON... to print incoming outside calls
IMCOMING: OFF... to stop printing

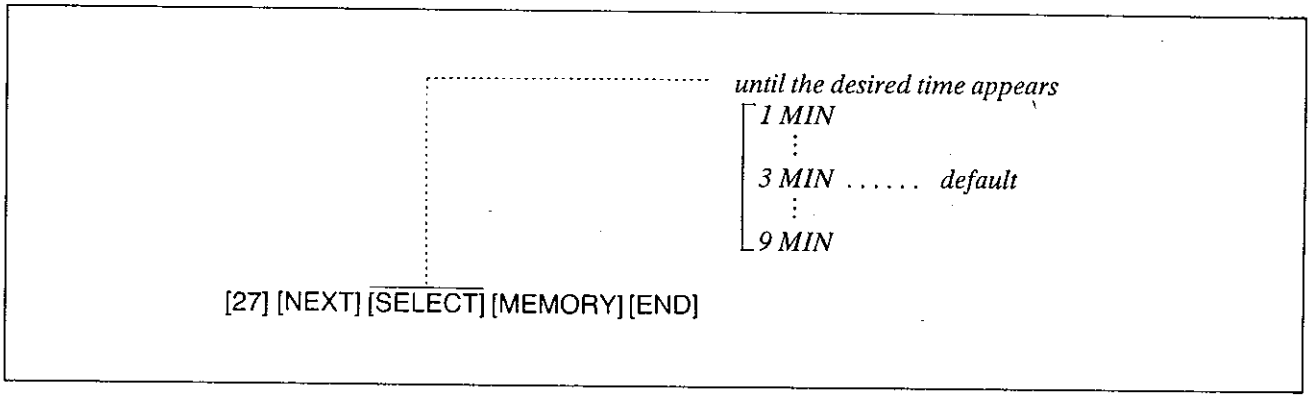
Programming

1. *Dial (26).*
   "DURATION LOG" will be displayed.
2. *Press the NEXT button.*
   "OUTGOING: ON" will be displayed and the "ON" will blink.
3. *Press the SELECT button to alternate between the "ON" and "OFF" to select the desired mode.*
4. *Press the MEMORY button.*
   The LCD will stop blinking.
5. *Press the NEXT button.*
   "INCOMING: ON" will be displayed and the "ON" will blink.
6. *Press the SELECT button to alternate between "ON" and "OFF" to select the desired mode.*
7. *Press the MEMORY button.*
   The LCD will stop blinking.
8. *To return to the initial program mode, press the END button.*

Programming Table

See page 6-16.

Hold Time Reminder



Description

A tone indication will be heard at the holding extension to remind the user that he still has a call on hold.
The reminder will sound after 3 minutes but can be changed.
There are 9 choices ranging from (1) minute to (9).

Programming

1. *Dial (27).*
   "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.*

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

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 "DISABLE".

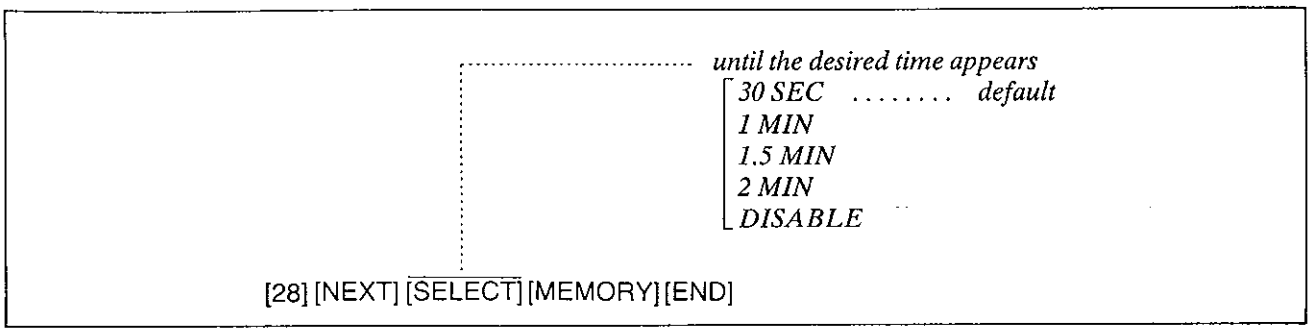
Example:

4 minutes = [27] [NEXT] [SELECT] [MEMORY] [END]

Programming Table

See page 6-16.

Hold Recall Time Set



Description

When the handset of the holding extension is replaced back on call, you may have the automatic hold recall after the desired time elapses.

The hold recall time set can be removed or added at the customer's request.

Programming

1. *Dial (28).*
   "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 LCD will stop blinking.

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

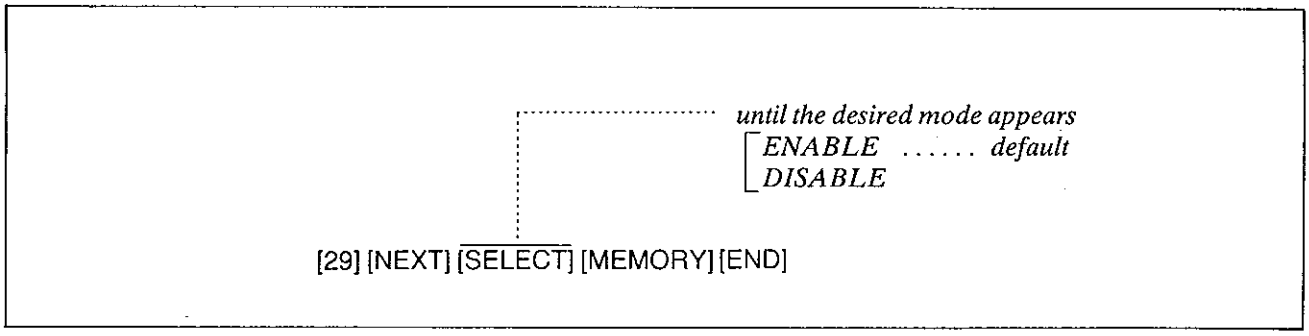
Example:

1.5 minutes=[28] [NEXT] [SELECT] [SELECT] [MEMORY] [END]

Programming Table

See page 6-16.

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.

Programming

1. *Dial (29).*
   "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 LCD will stop blinking.

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

Example:

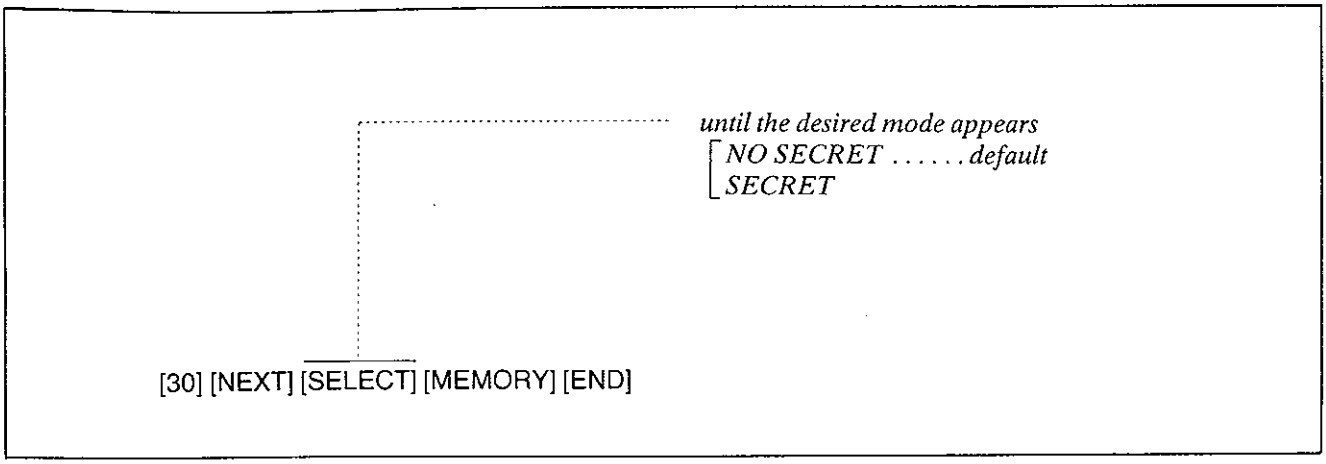
To eliminate the paging access tone.

[29] [NEXT] [SELECT] [MEMORY][END]

Programming Table

See page 6-16.

Programmable Secret Speed Dial



Description

When you dial on an outside line by speed dialing, the dialed number can be kept secret by not being displayed.
(The dialed number will not be displayed on the LCD of the KX-T61630/KX-T30830.)

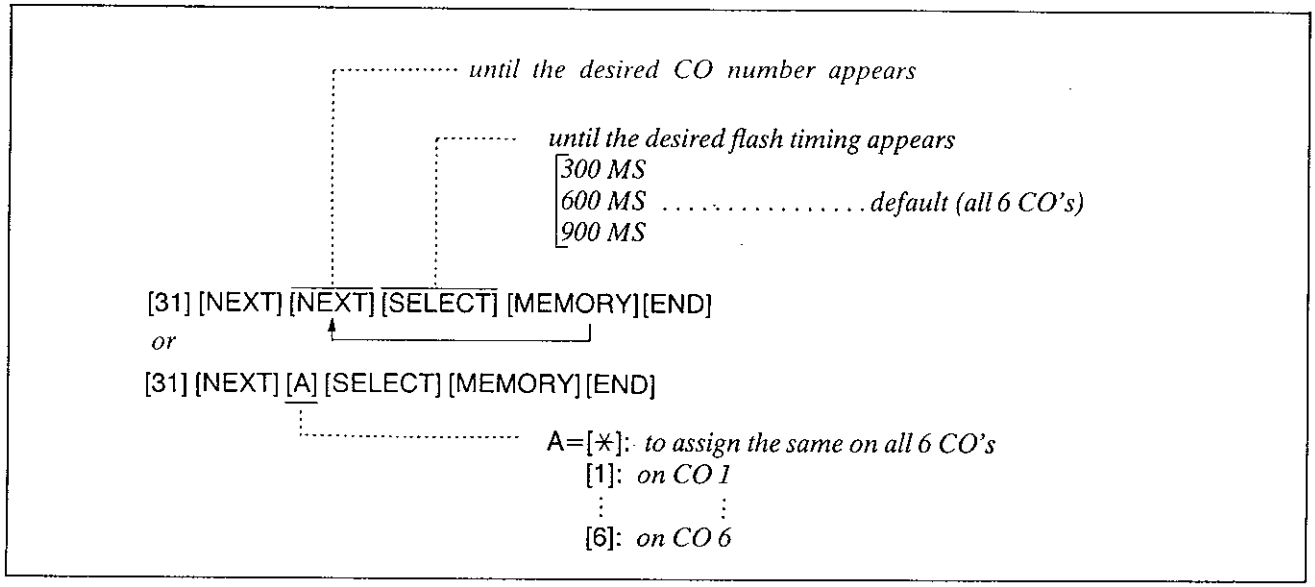
Programming

1. *Dial (30).*
   "SECRET SPEEDDIAL" will be displayed.
2. *Press NEXT button.*
   "NO SECRET" will be displayed and blink.
3. *Press the SELECT button to alternate between "NO SECRET" and "SECRET" to select the desired mode.*
4. *Press the MEMORY button.*
   The LCD will stop blinking.
5. *To return to the initial program mode press the END button.*

Programming Table

See page 6-17.

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 (31).*
   "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 LCD will stop blinking.
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.*

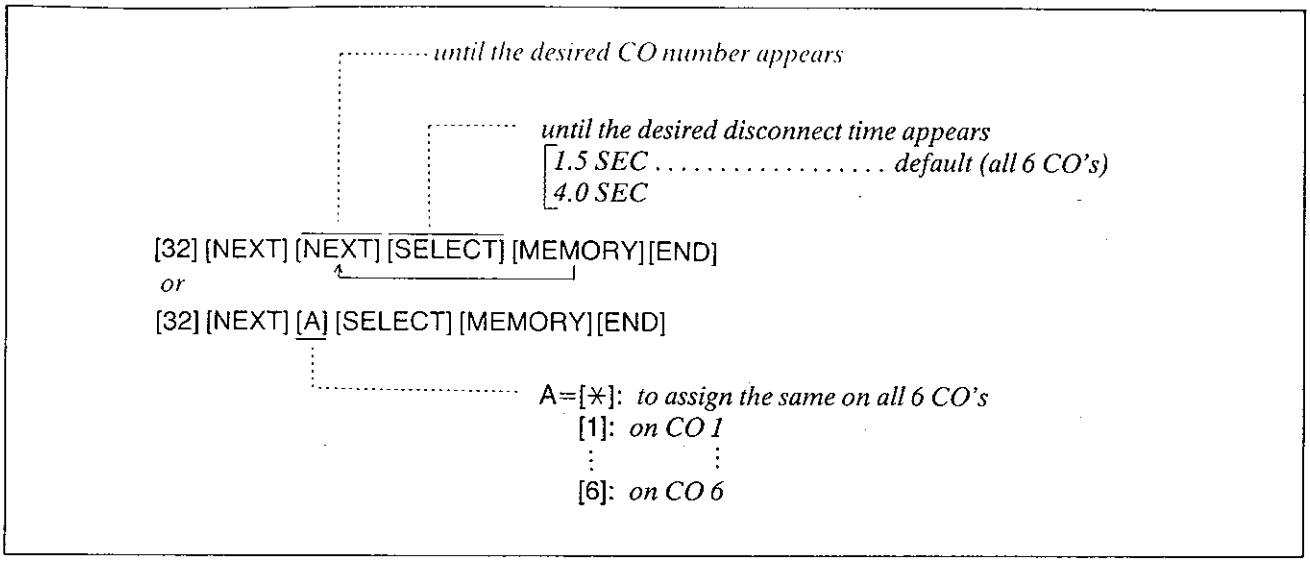
Example:

- *0.3 sec on all 6 CO=*
  [31] [NEXT] [*] [SELECT] [SELECT] [MEMORY] [END]

Programming Table

See page 6-17.

Disconnect Time



Description

A certain amount of time is needed for an outside call to be released, this is necessary so that a new call may be attempted after disconnecting with the previous call.
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 (32).*
   "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 LCD will stop blinking.

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.*

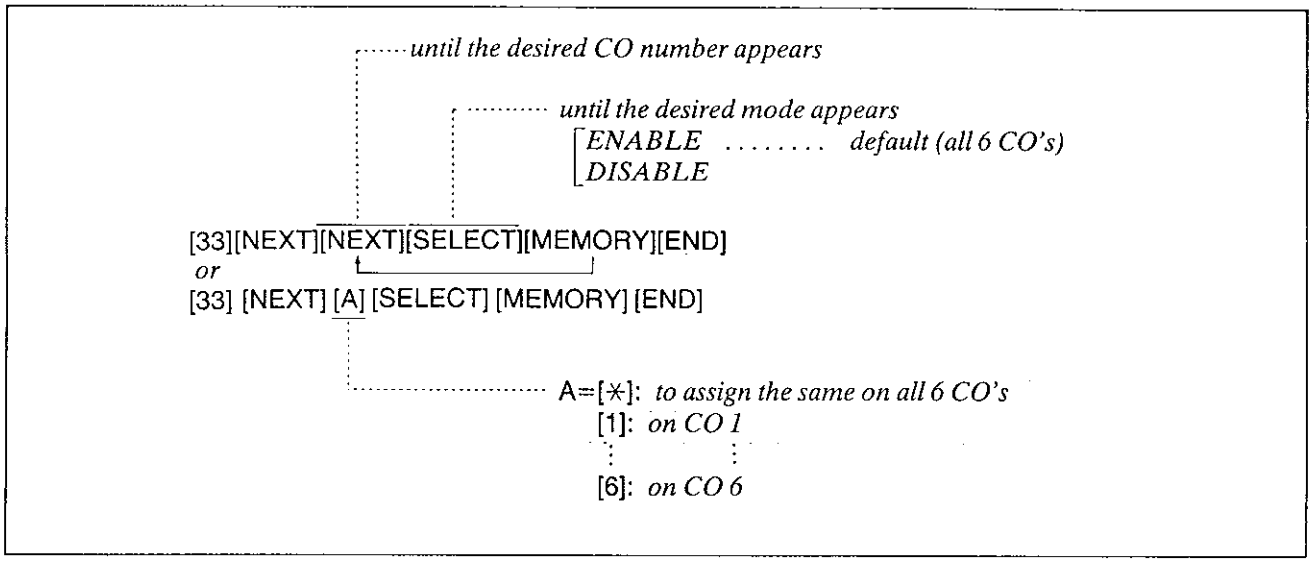
Example:

- *4.0 sec on all 6 CO=*
  [32] [NEXT] [*] [SELECT] [MEMORY] [END]

Programming Table

See page 6-17.

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 detection can be removed or added at customer's request.

Programming

1. *Dial (33).*
   "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 LCD will stop blinking.
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.*

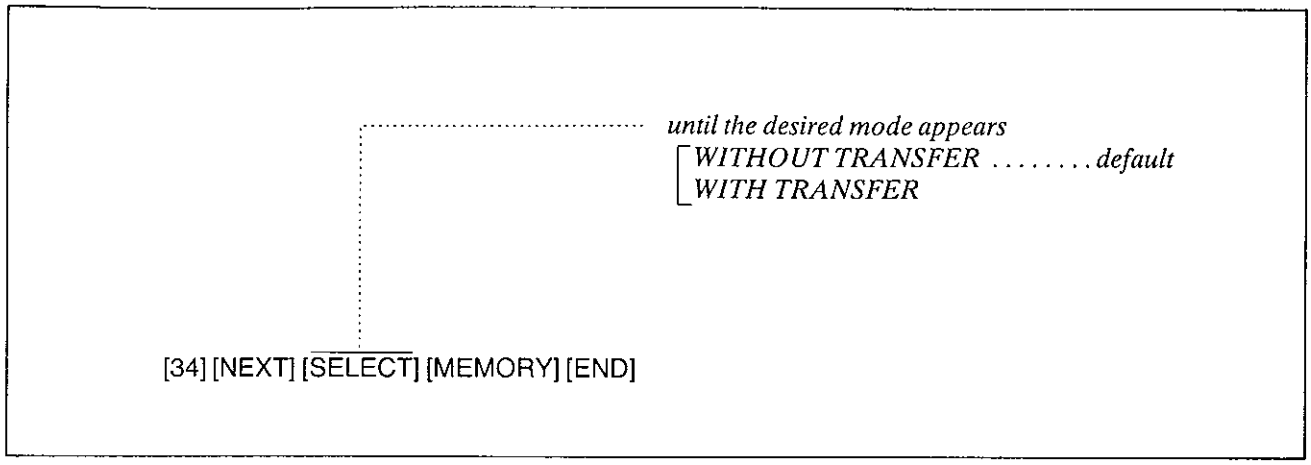
Conditions

- *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 6-17.

DSS Button Mode



Description

Outside calls can be transferred to any extension manually.

- *"WITHOUT TRANSFER" mode you can transfer outside call by pressing the TRANSFER button and then DSS button.*
- *"WITH TRANSFER" mode you can transfer outside call by only pressing the DSS button.*

Programming

1. *Dial (34).*
   "DSS BUTTON MODE" will be displayed.
2. *Press the NEXT button.*
   "WITHOUT TRANSFER" will be displayed and blink.
3. *Press the SELECT button to alternate between "WITHOUT TRANSFER" and "WITH TRANSFER" to select the desired mode.*
4. *Press the MEMORY button.*
   The LCD will stop blinking.
5. *To return to the initial program mode, press the END button.*

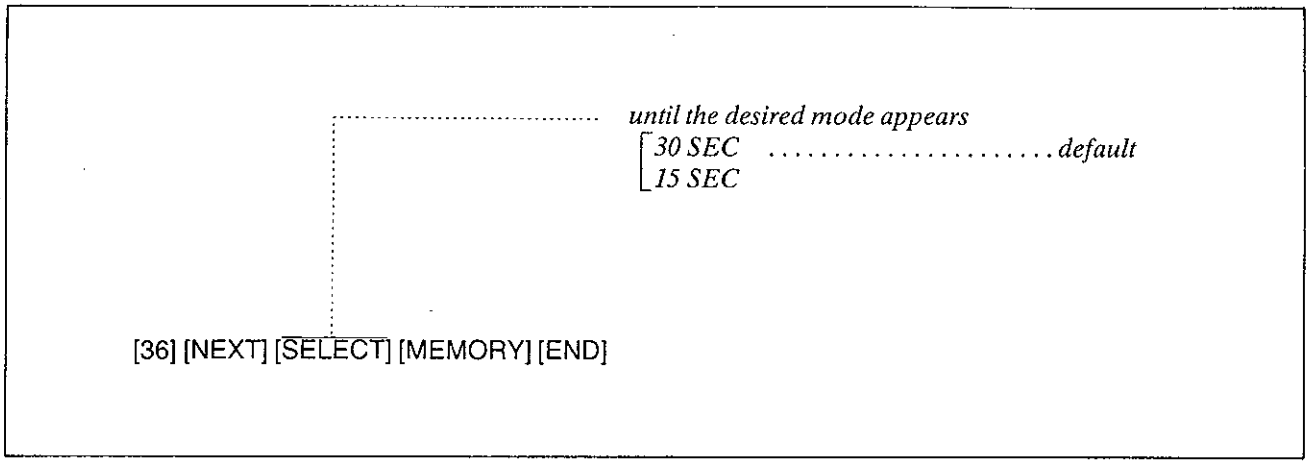
Conditions

- *Intercom calls can be transferred by pressing the TRANSFER button and then DSS button regardless of the mode setting.*

Programming Table

See page 6-17.

Transfer Recall Time



Description

When a call is transferred to any extension, if other extension does not receive the transferred call within 30 seconds, the call will return to you.
The time may be changed to 15 seconds.

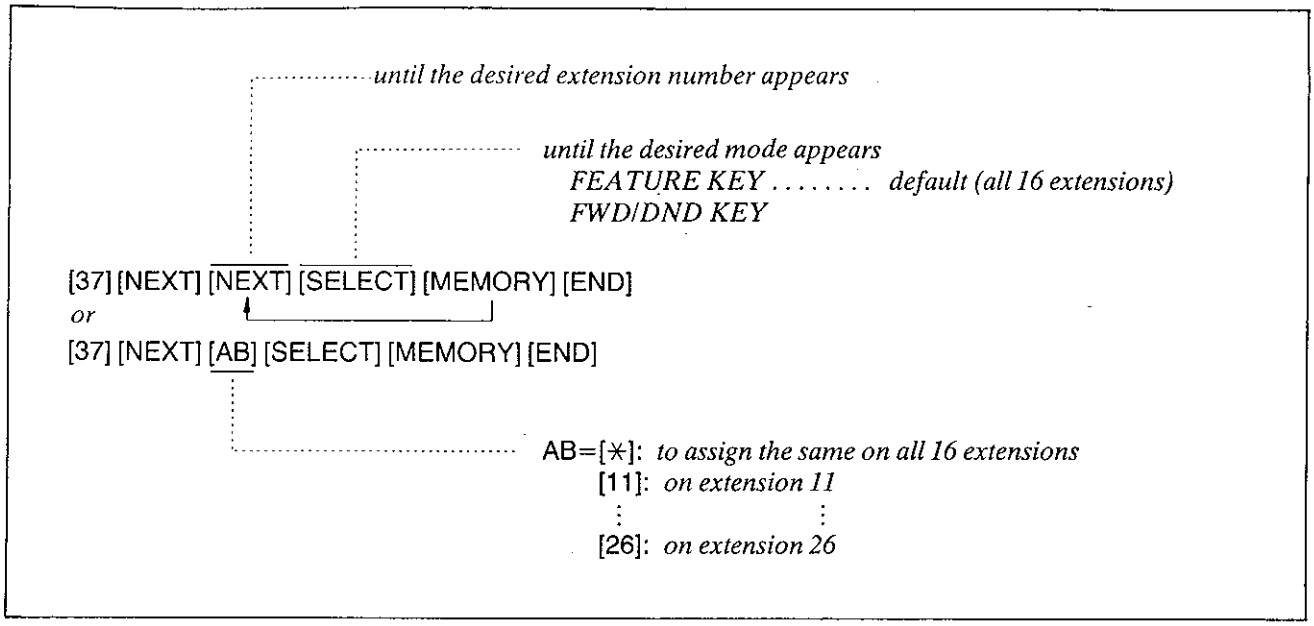
Programming

1. *Dial (36).*
   "XFER RECALL 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 LCD will stop blinking.
5. *To return to the initial program mode, press the END button.*

Programming Table

See page 6-18.

M3/FWD Selection (for KX-T30850, KX-T61650)



Description

3 programmable feature (F1, F2, F3) buttons are provided with the proprietary telephones, KX-T61650 and KX-T30850, and only "F3" button can be changed from programmable feature button to call forwarding (see page 4-36 for operation)/do not disturb (see page 4-38)/ account code (see page 4-25) button.

"FEATURE KEY" mode...
programmable feature function

"FWD/DND KEY" mode...
call forwarding/do not disturb/account code function

Programming

1. *Dial (37).*
   "M3/FWD SELECTION" will be displayed.
2. *Press the NEXT button.*
   "ENTER EXT NO" will be displayed.
3. *Dial the extension number to which the KX-T61650 or KX-T30850 is connected.*
   Example:
   When dialing 20, the LCD will show "20:FEATURE KEY" and the "FEATURE KEY" will blink.
4. *Press the SELECT button to alternate between FEATURE KEY and FWD/DND KEY to select the desired mode.*
5. *Press the MEMORY button.*
   The LCD will stop blinking.
6. *To return to the initial program mode, press the END button.*
7. *Repeat steps 1 to 6, to program call forwarding/do not disturb/account code button of the other extensions.*

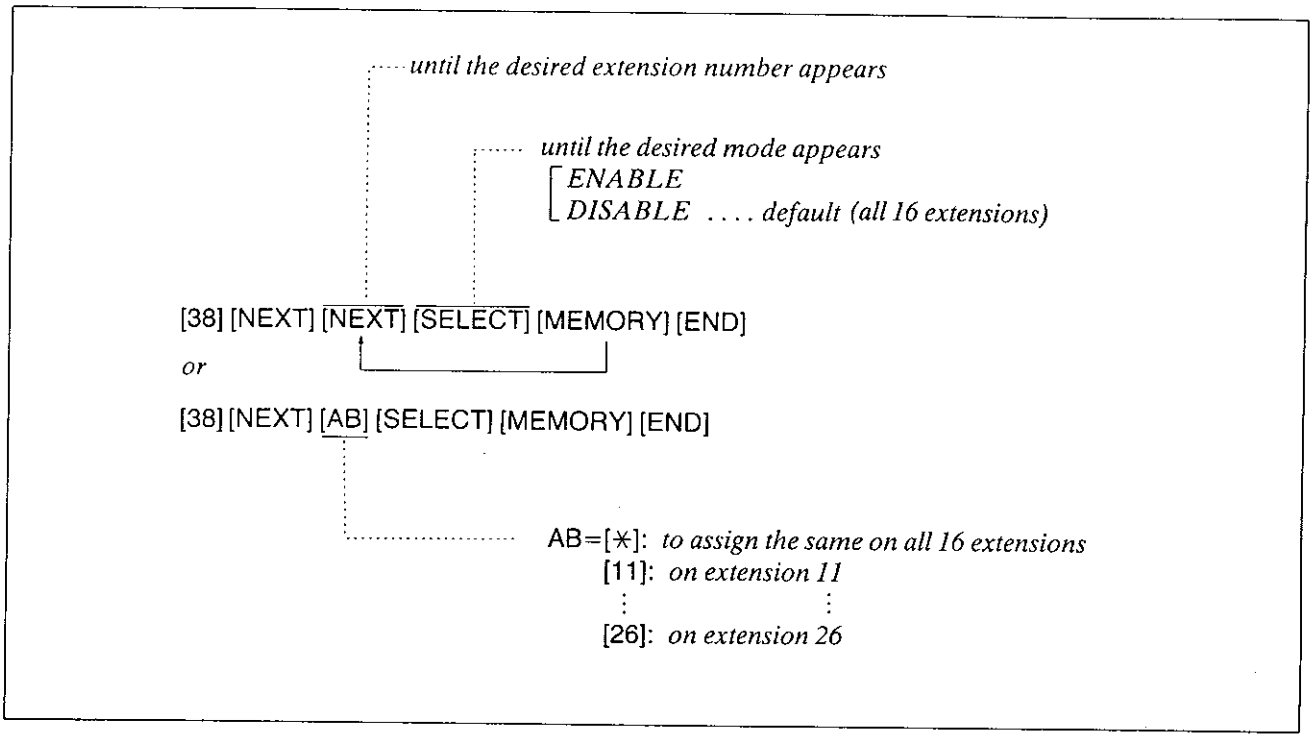
Conditions

- *You may repeat pressing the NEXT button until the extension number to which the KX-T61650 or KX-T30850 is connected is displayed instead of the dialing the extension number at step 3.*
- *The PREV button allows you to go to the previous extension for displaying the M3/ FWD selection.*

Programming Table

See page 6-18.

Programmable Executive Override



Description

Through programming, you can select which extension may barge in another extension that is in conversation with an outside party.

Programming

1. *Dial (38).*
   "EXECUT OVERRIDE" 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.*
5. *Press the MEMORY button.*
   The LCD will stop blinking.
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.*

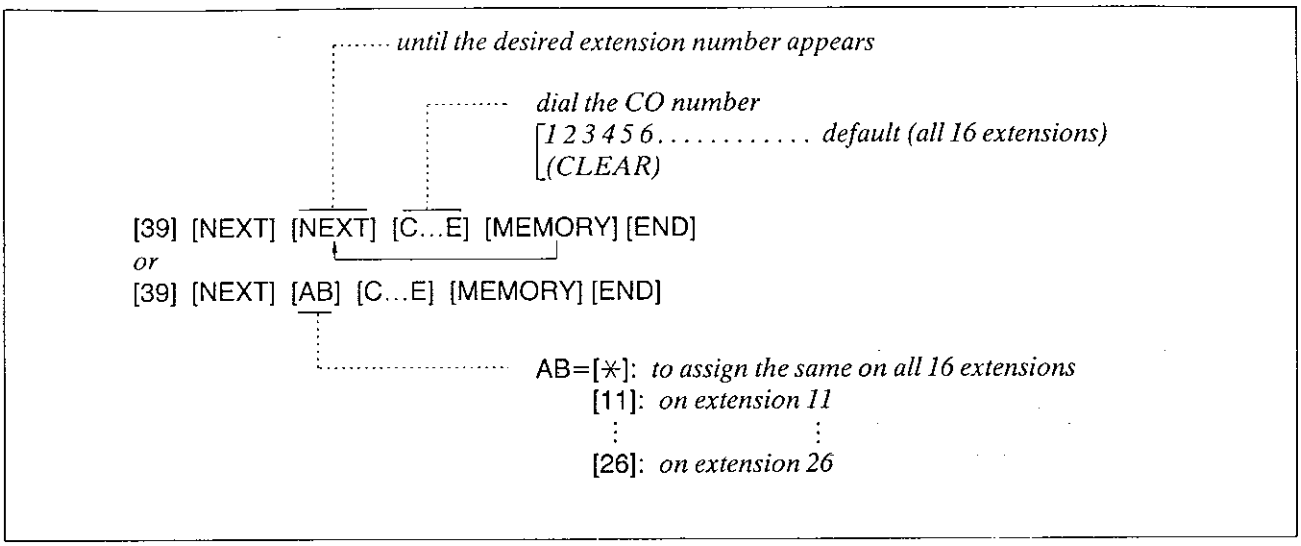
Conditions

- *If 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 return to the previous extension for displaying the Executive Override selection.*

Programming Table

See page 6-18.

Automatic Designated CO Line Access



Description

Through programming, you can select which CO Line is accessed automatically when you dial 9 to use the "Automatic Line Access" or the "Auto CO Hunting" feature.

Programming

1. *Dial (39).*
   "AUTO CO ACCESS" will be displayed.

2. *Press the NEXT button.*
   "ENTER EXT NO" will be displayed.

3. *Press the NEXT button.*
   "11:CO 123456" will be displayed and "123456" will blink.

4. *Dial the CO Numbers to be entered.*
   To cancel the entered CO Number, press the CLEAR button.

5. *Press the MEMORY button.*
   - *The LCD will stop blinking.*

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.*

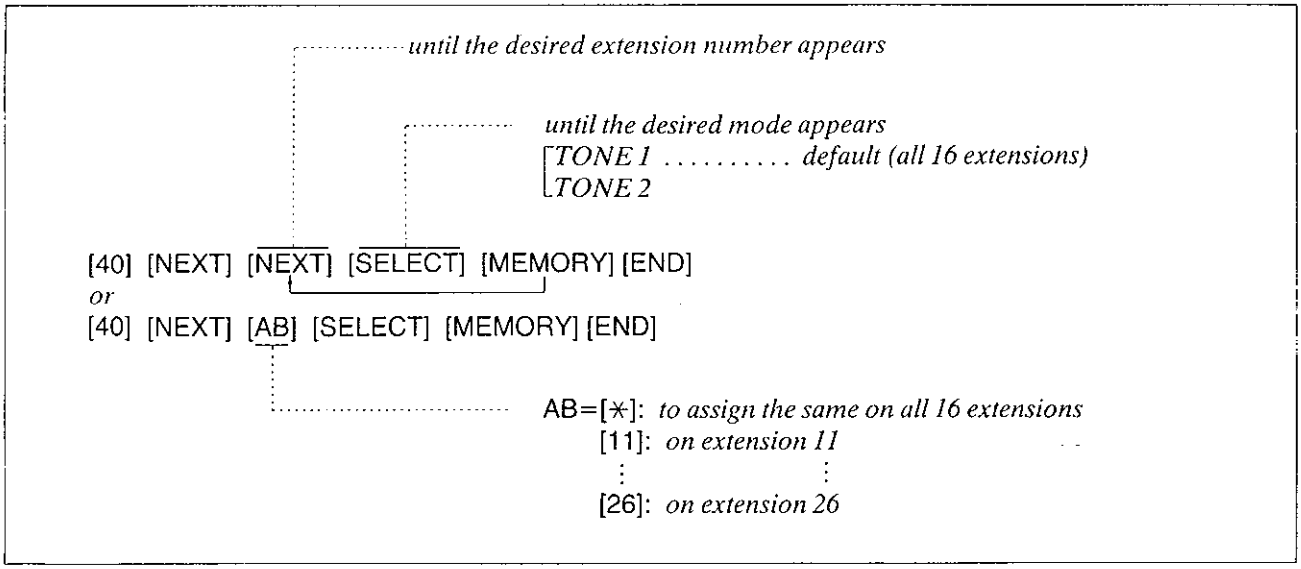
Conditions

- *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.*

Programming Table

See page 6-18.

Programmable Call Waiting Tone

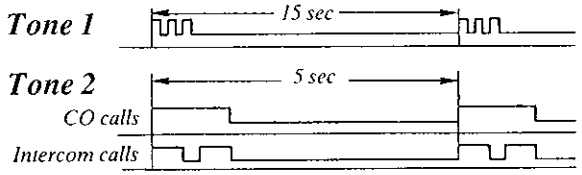


Description

Through programming, you can change the Call Waiting Tone from Tone 1 to Tone 2 shown below to prevent the user from missing the tone.

Tone 1 is heard from the handset receiver of the standard telephone and the built-in speaker of the proprietary telephone. Tone 2 is heard only from the built-in speaker of the proprietary telephone.

As for the KX-T61650 and KX-T30850, the Call Waiting Tone is heard from the built-in speaker during the Monitor Operation and from the handset receiver while having a conversation.



Programming

1. *Dial (40).*
   "CALL WAIT TONE" will be displayed.
2. *Press the NEXT button.*
   "ENTER EXT NO" will be displayed.
3. *Press the NEXT button.*
4. *Press the SELECT button to alternate between "TONE 1" and "TONE 2" to select the desired tone.*
5. *Press the MEMORY button.*
   The LCD will stop blinking.
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

- *This feature is available to the proprietary telephones (KX-T61620, KX-T61630, KX-T30820, KX-T30830).*
- *Call Waiting feature should be programmed "ON" beforehand. Refer to page 3-24 in INSTALLATION MANUAL for the programming.*
- *When you start the porgramming 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 mode.*

Programming Table

See page 6-18.

DETAILED FEATURE FOR EMSS PROPRIETARY TELEPHONE

(KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820, KX-T30850)

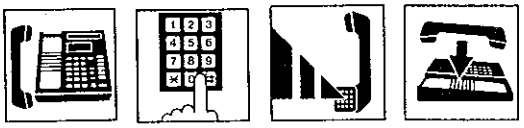
To operate this system, after making program changes, set the System Program Switch located on the KX-T61610 (Electronic Modular Switching System) to the SET position.

To Make Calls

When the unit is unused, the Liquid Crystal Display will show the month, day and the present time.

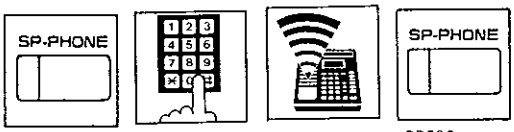
Inter Office Calling (Intercom)

Using the Handset



LIFT THE HANDSET | DIAL THE EXTENSION NUMBER (11 through 26) | TALK | HANG UP

Hands-free



PRESS "SP-PHONE" | DIAL THE EXTENSION NUMBER (11 through 26) | TALK | PRESS "SP-PHONE"

- *You may press the ICM button instead of the first SP-PHONE button.*
- *ICM——Intercom*
- *CO——Central Office*

Description

Station to station dialing within the KX-T61610 system.

Operation

Using the handset

1. *Lift the handset.*
2. *Dial the extension number (11 through 26).*
3. *Start talking*
4. *Hang up upon completion of the conversation.*

Hands-free

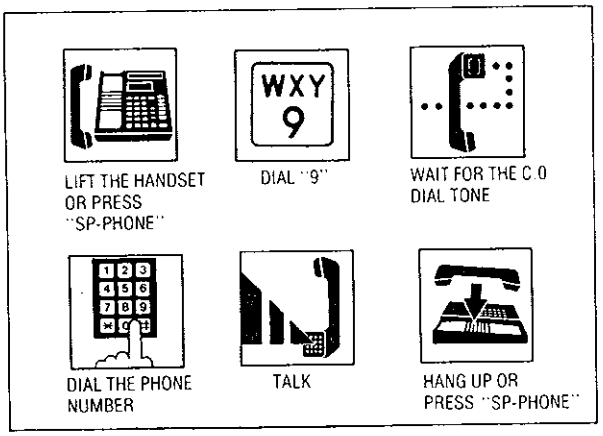
1. *Press the SP-PHONE or ICM button.*
2. *Dial the extension number (11 through 26).*
3. *Start talking*
4. *Press the SP-PHONE button again after completion of the conversation.*

Conditions

- *When a called party has the KX-T61630/ KX-T30830 equipped with an LCD, the extension number of the calling party will be displayed on the LCD of the called party.*
- *The extension number of the calling party will be displayed on the LCD of the KX-T61630/ KX-T30830.*
- *The ICM indicator will be lit green while using the unit.*
- *The KX-T61650 or KX-T30850 will not function for hands-free mode.*

Outward Dialing

■ Automatic Line Access



Description

Each extension can automatically select an idle CO (Central Office) line within the KX-T61610.

You can designate the idle CO line to be selected automatically by programming. See page 3-52.

Operation

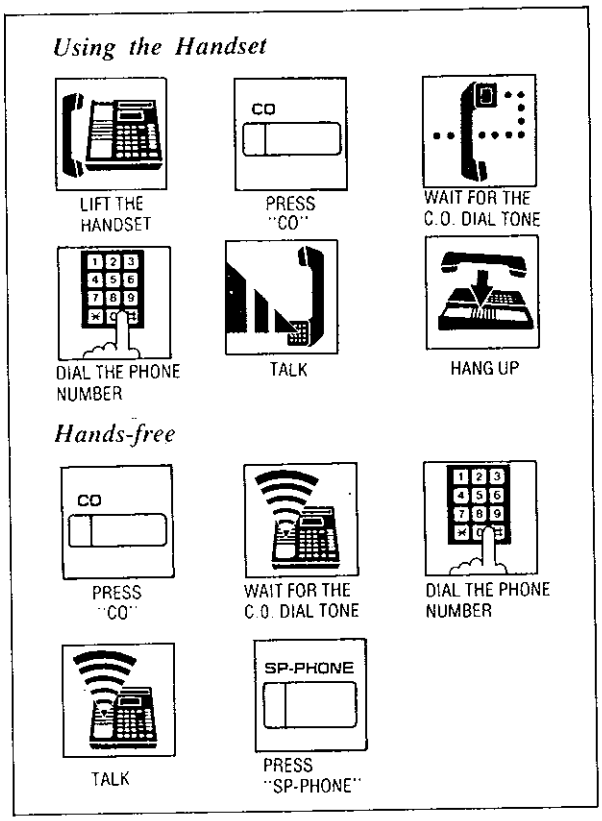
1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (9).*
   Dial tone from CO (Central Office) will be heard.
   - *The CO indicator will be lit green at your extension and lit red at other extensions.*
3. *Dial the phone number.*
4. *Start talking.*
5. *Hang up or press the SP-PHONE button upon completion of the conversation.*

Conditions

■ *The 9 dialed, will be displayed on the LCD of the KX-T61630/KX-T30830 and you will hear following.*

- *Dial tone from the CO: indicates that the CO line is captured.*
- *Busy tone: indicates that the six CO lines are busy.*
- *Reorder tone: indicates that the extension is denied access to an outside line.*

■ Individual Line Access



Description

Any of the 6 CO's may be directly selected.

Operation

Using the handset

1. *Lift the handset.*
2. *Press the CO button.*
   Dial tone from CO will be heard.
3. *Dial the phone number.*
4. *Start talking.*
5. *Hang up.*

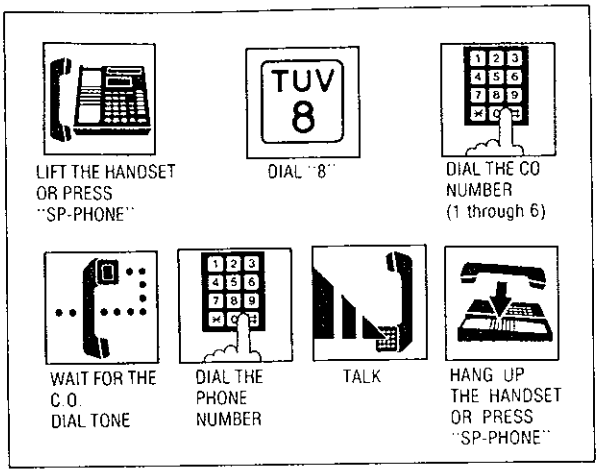
Hands-free

1. *Press the CO button.*
   Dial tone from CO will be heard.
2. *Dial the phone number.*
3. *Start talking.*
4. *Press the SP-PHONE button.*

- *The phone number dialed will be displayed on LCD of the KX-T61630/KX-T30830.*
- *You can not use the CO button whose indicc is lit (red) as this CO line is use.*
- *The KX-T61650 or KX-T30850 will not funct for hands-free mode.*

Outward Dialing (cont.)

■ Individual Line Access



Description

Any of the 6 CO lines may be selected by dial access.

Operation

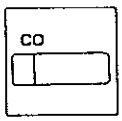
1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (8) and the CO number (1 through 6). Dial tone from the CO (Central Office) will be heard.*
3. *Dial the phone number.*
4. *Start talking.*
5. *Hang up or press the SP-PHONE button.*

Conditions

- *The phone number dialed will be displayed on the LCD of the KX-T61630/KX-T30830.*
- *Individual line access codes*
  - *Dial 81 for CO 1*
  - *Dial 82 for CO 2*
  - *Dial 83 for CO 3*
  - *Dial 84 for CO 4*
  - *Dial 85 for CO 5*
  - *Dial 86 for CO 6*

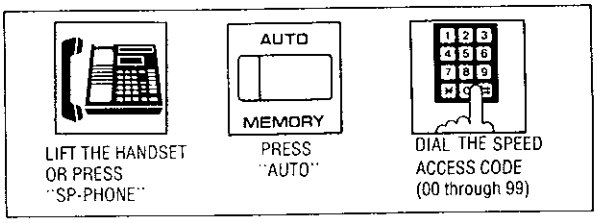
■ Each extension can access a new CO line without hanging up.

While having a conversation,



- *The original conversation will be terminated and a new CO line will be accessed.*

Speed Dialing



Description

There are 100 memory locations of system speed dialing available.

Operation

1. *Lift the handset or press the SP-PHONE button.*
2. *Press the AUTO button.*
3. *Dial the speed access code.*
   - *You may press the CO button to select the CO line directly after lifting the handset or press the SP-PHONE button.*

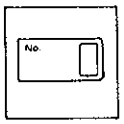
Condition

- *The dialed number will be displayed on the LCD of the KX-T61630/KX-T30830.*
- *Continuous use of speed dialing is possible.*
  ex. [AUTO] [0] [0] [AUTO] [0] [1]
  Chaining together two or more memory locations.
- *Combinations of speed dialing, one touch dialing and manual dialing is possible.*

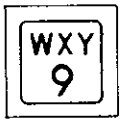
Programming

- *Be sure the handset is in the cradle and the SP-PHONE or MONITOR button is OFF.*
- *Set the MEMORY switch of the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".*

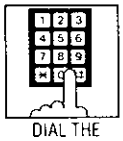
■ Storage



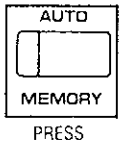
PRESS "PROGRAMMABLE FEATURE"



DIAL "9"



DIAL THE PHONE NUMBER



PRESS MEMORY

- *You may dial 81 through 86 instead of 9.*
  9 ..... Each extension can automatically select an idle CO line.
  81 through 86 .. Each extension can select a designated CO line.

9 or 81 through 86 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.

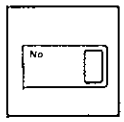
■ To Confirm a Stored Number

Repeat programming the same number into the same station.

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

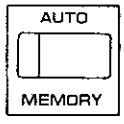
- *two beeps ..... Storage is as same as before.*
- *one beep ..... Storage is different from before. Repeat the procedure of programming.*

■ To Erase after Programming



PRESS "PROGRAMMABLE FEATURE"

PRESS "CLEAR (TRANSFER)"



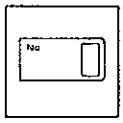
PRESS "MEMORY"

- *The TRANSFER button is used as the CLEAR button.*

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

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 press 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-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850.*

Programming

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

1. *Set the MEMORY switch to "PROGRAM". "PROGRAM MODE" 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
   84: line access number of CO 4
   85: line access number of CO 5
   86: line access number of CO 6

4. *Enter the phone number.*
   - *You may enter punctuations during a phone number.*
     The SAVE button is used as the "−" button.
   - *To erase a wrong entry, 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 buttons.*

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 press the SP-PHONE button.*

Conditions

- *Use the " ⇨ ", or " ⇦ " button for scrolling the display from side to side.*
- *The dialed phone number will be displayed on the LCD of the KX-T61630/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 or 81 through 86) 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 or 81 through 86).*
- *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 4-23.

Examples:

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

Programming

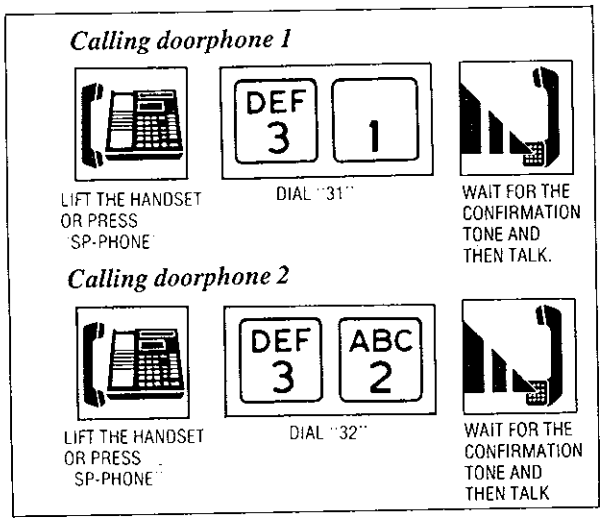
Set the MEMORY switch to "PROGRAM" position.
[01] [9] [123-4567] [MEMORY]
Return the MEMORY switch to "SET" position.

Dialing

Lift the handset.
Dial [01]

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

Calling Doorphone



Description

Up to two doorphones (KX-T30865) can be connected to the KX-T61610.

Operation

Dialing to the doorphones

1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (31) for calling doorphone 1.*
   Dial (32) for calling doorphone 2.
   "DOOR 1" or "DOOR 2" will be displayed.
3. *Wait for the confirmation tone and then start talking.*
4. *Hang up or press the SP-PHONE button upon completion of the conversation.*

Conditions

- *The features, for instance, hold, transfer and so on, can not be activated by the doorphone.*

Distinctive Dial Tone

Description

A distinctive dial tone will be heard from the handset if the extension user has previously activated a special feature.

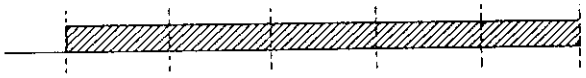
Operation

None

Conditions

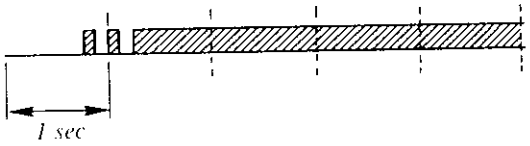
There are two types of dial tones.

Dial tone 1: ordinary dial tone



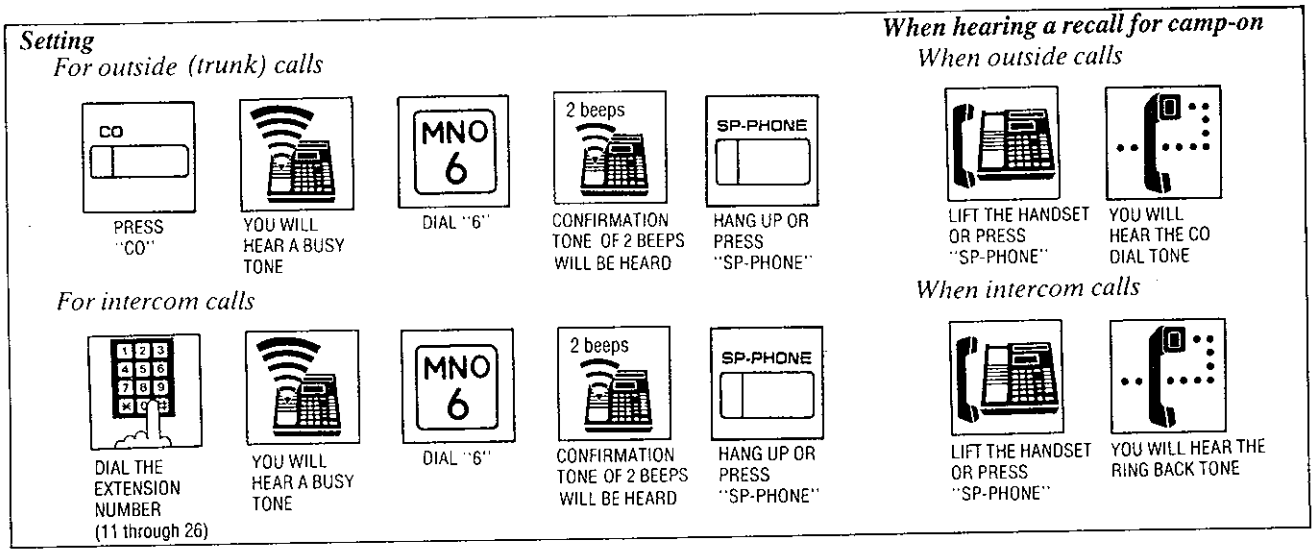
Dial tone 2: when any of the following features is activated:

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



When a Line is Busy

Automatic Call Back Busy—(Camp-on)



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

Setting

1. *Lift the handset or press the SP-PHONE button.*
2. *For intercom calls, dial the extension number.*
   For outside calls, press the CO button.
3. *Dial (6) after a busy tone is heard.*
4. *Wait for the confirmation tone.*
   "CAMP ON CO" or "CAMP ON EXT" will be displayed.
5. *Hang up or press the SP-PHONE button.*

When hearing a recall for camp-on:

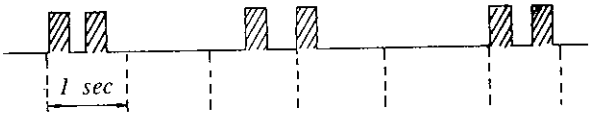
Lift the handset or press the SP-PHONE button.

- *When using an intercom call, you will hear the ring back tone.*
- *When using an outside call, you will hear the CO dial tone.*

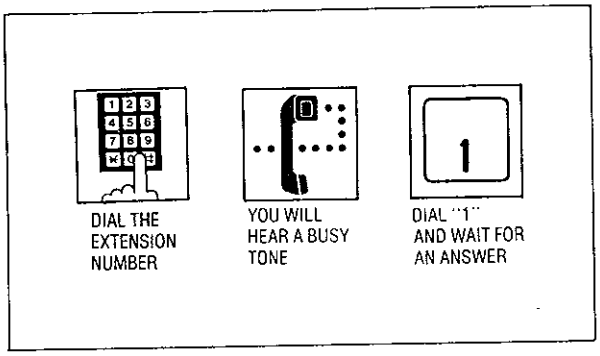
Conditions

- *Lifting the handset (or pressing the SP-PHONE button) during the camp-on mode will cause the camp-on feature to be cancelled.*
- *An extension may be the recipient of more than one call back busy, the call backs will be executed in the order of their arrival.*
- *If a call back is not answered at the originating extension within 10 seconds, the call back will be cancelled.*

Recall for camp-on



Busy Station Signaling



Description

If the extension you have dialed is busy, you can inform that extension that another intercom call is waiting by three beeps.
For use of this feature, the other extension is required to be set for this feature beforehand in the KX-T61610.

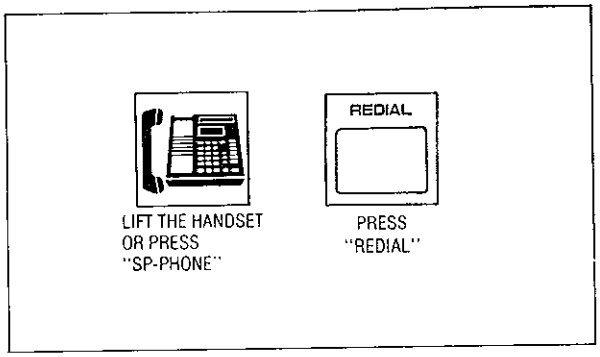
Operation

1. *Lift the handset or press the SP-PHONE button.*
2. *Dial the extension number.*
3. *When you will hear a busy tone, dial (1) and wait for an answer.*

Conditions

- *To answer your signal, see "Call Waiting" on page 4-16.*
- *If the other party is using data equipment, you may not be able to use this feature.*
- *If a busy tone is heard after dialing 1, it indicates that the other party has not been set with this feature.*

Last Number Redial



Description

The last phone number dialed on an outgoing call (CO line) can be redialed.

Operation

1. *Lift the handset or press the SP-PHONE button.*
2. *Press the REDIAL button.*

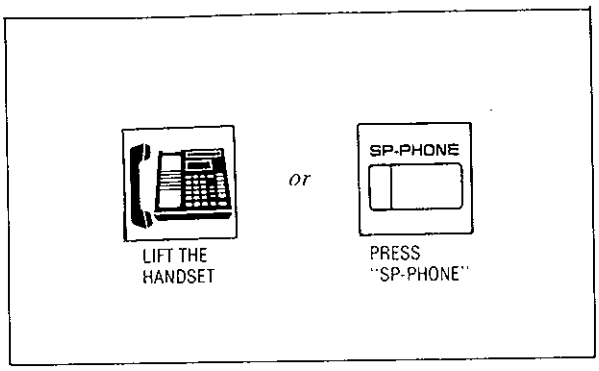
- *You may press the CO button to select the CO line directly after lifting the handset or press the SP-PHONE or MONITOR button.*

Conditions

- *Up to 32 digits can be stored and redialed. Pushing the "*" "#" or "PAUSE" button counts as 1 digit.*
- *When calling or while in the conversation mode, pressing the REDIAL button will cause the redial to operate after about 3 seconds.*

To Receive Calls

Answer



Operation

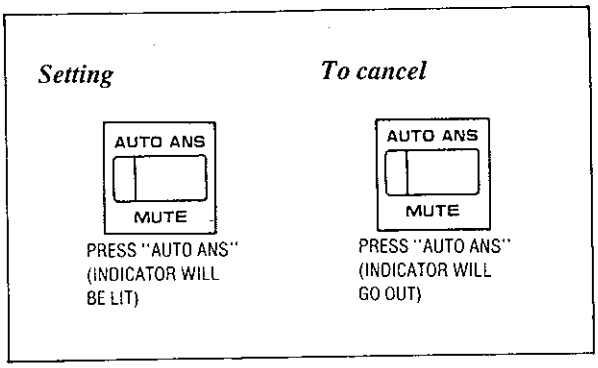
Lift the handset or press the SP-PHONE button.

- *When the "Automatic Answering Selection" feature has been selected to the "manual" mode in the KX-T61610 and an outside call is received, you must lift the handset and then press the CO button whose indicator is flashing (red color) quickly.*
- *When receiving an intercom call, you may press the ICM button whose indicator is flashing quickly and talk. (Hands-free mode)*
- *When receiving an outside call, you may press the CO button whose indicator is flashing red quickly and talk. (Hands-free mode)*
- *If any incoming calls from the Central Office are received at the same time except preferred CO line, you must lift the handset and then press the CO button whose indicator is flashing (red color) quickly.*

Conditions

- *If a call reaches through the CO line to which the CO line number is not assigned, the ICM indicator will flash quickly. And the CO call can be received by pressing the ICM or the SP-PHONE button or lifting the handset.*

Automatic Answer-Intercom



Description

Allows extension user to answer an intercom call in the automatic hands-free mode without any operation when receiving an intercom call.

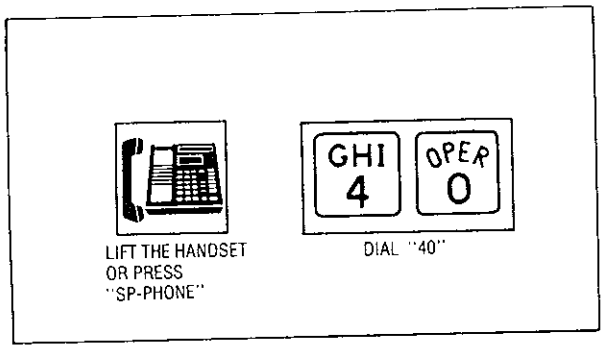
Operation

1. *For setting, press the AUTO ANS button. The AUTO ANS indicator will be lit.*
2. *For cancellation, press the AUTO ANS button again. The AUTO ANS indicator will go out.*

Description

- *This feature is required to be set beforehand while the unit is not in use.*
- *The KX-T61650 or KX-T30850 will not function for Automatic Answer.*

Dial Call Pickup



Description

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

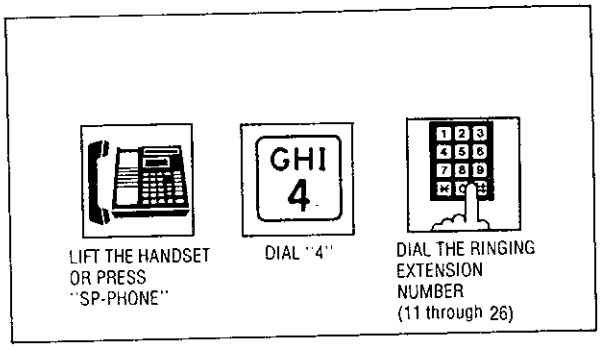
Operation

1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (40) and wait for the 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 recall and hold recall.*
- *If a ringing extension is outside the pickup group or is in the dial call pickup denied mode, then a reorder tone will be heard through the use of this feature.*
- *Refer to "Dial Call Pickup Group Assignment" on page 3-29.*
- *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 the pickup group.

Operation

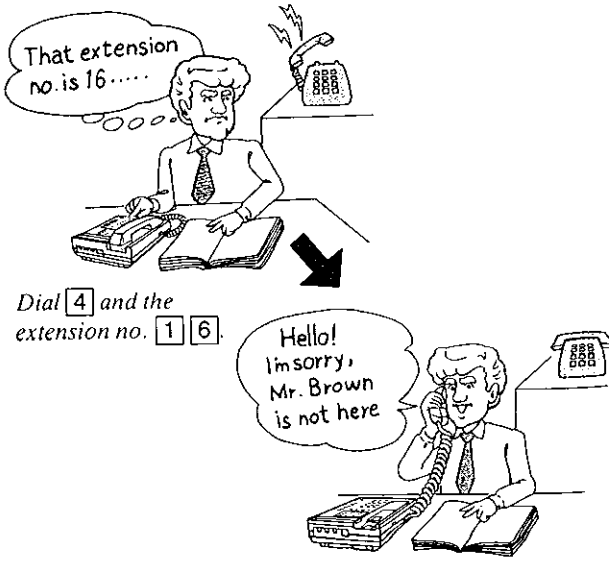
1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (4) and then the extension number (11 through 26) at which call is ringing.*
3. *Wait for confirmation tone and then start talking.*

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:

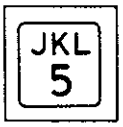
Mr Brown's extension number is 16.
He is now out of the office.
Mark receives the call instead of Mr. Brown with the telephone on his desk (extension 15).



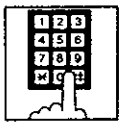
Call Park Retrieve

To retrieve a parked call at any extension

LIFT THE HANDSET OR PRESS "SP-PHONE"



DIAL "5"



DIAL PARKED EXTENSION NUMBER

Description

Allows any 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 the confirmation tone and then start talking.*

■ *Even when several 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 6).*

Conditions

- *Call park retrieving is possible regardless of the handset position of 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 will be retrieved.*

Example:

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

He resumes the conversation using another extension.

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

extension 15.

Dial [5] and the extension number [1] [5] at Mr. Jay's office.

Doorphone

To answer a doorphone

LIFT THE HANDSET

or

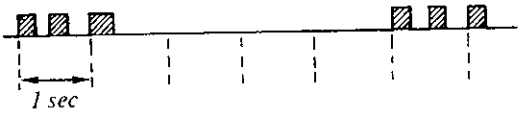
PRESS "SP-PHONE"

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 3-28.*

Distinctive Ring Tone

Description

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

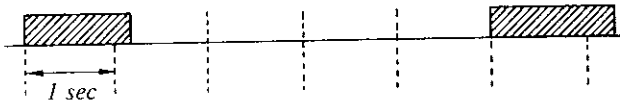
Operation

None

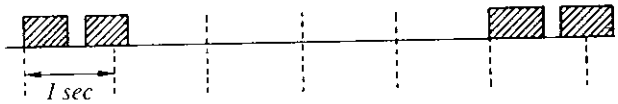
Conditions

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

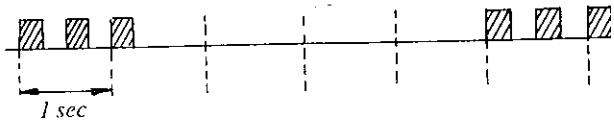
Incoming outside calls (including outside hold recall)



Intercom calls (including intercom hold recall)

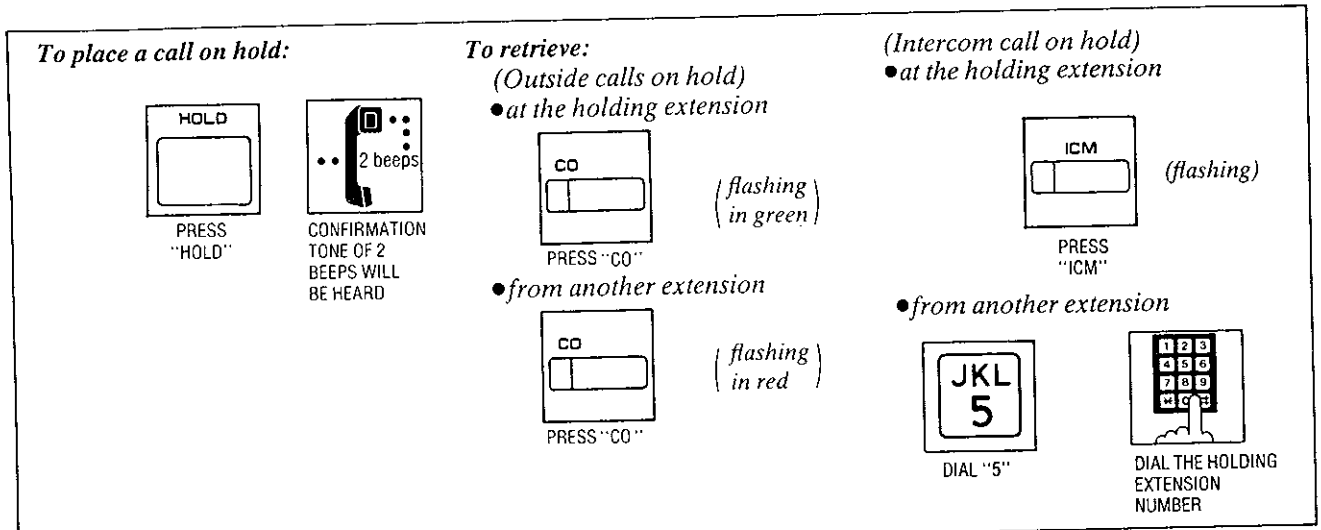


Doorphone calls



While Having a Conversation

Call on Hold



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 or intercom calls may be placed on hold.

Calls on hold can be released by other extensions.

Operation

1. *You are in conversation with an outside party.*
2. *Press the HOLD button.*
   The indicator of CO or ICM 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 or ICM 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 26) or CO (81 through 86) number of the phone on which the call was placed on hold.*

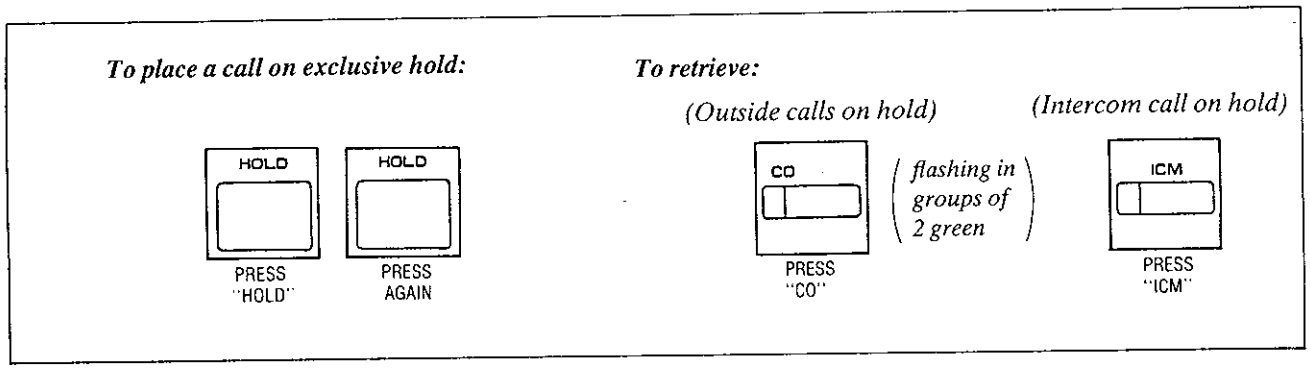
[5] [AB]
└---AB=*11 through 26 (extension)*
or
AB=*81 through 86 (CO)*

- *The green flashing indicator at the held extension will turn to red.*
- *Refer to "Call Park Retrieve" on page 4-11.*

Conditions

- *An Intercom hold can be activated on one extension only.*
- *An Outside call hold can be activated on six CO's.*
- *If a call is on hold for more than 30 minutes, a hold time reminder will be sounded and 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 is set to "DISABLE", it will not be recalled.
  Refer to "Hold Recall Time Set" on page 3-42.
- *The hold time reminder is activated, even if the hold recall time set is programmed to "DISABLE".*
- *When lifting the handset (or press the SP-PHONE button):*
  before recalling...A 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



Description

An intercom or outside call placed 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 of CO or ICM button which is on hold will flash slowly (green color).
   A confirmation tone of 2 beeps will be heard.

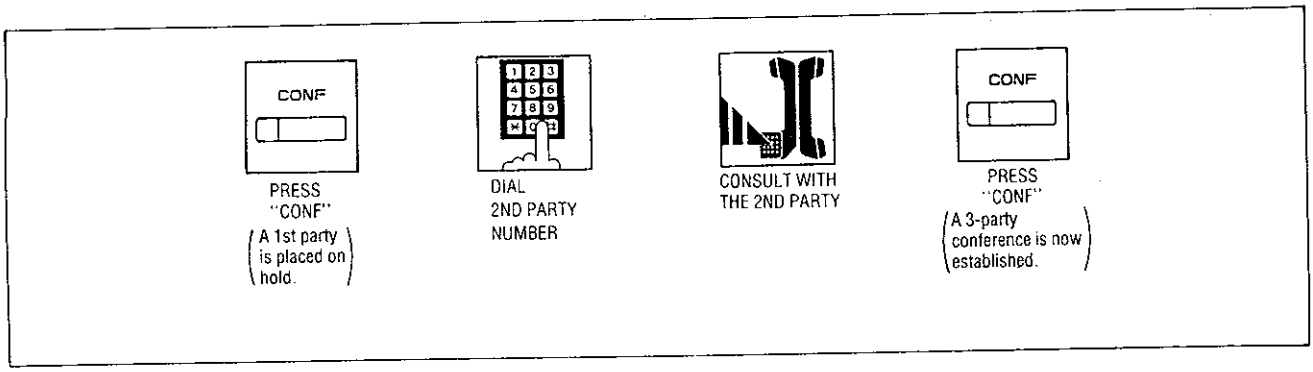
3. *Press the HOLD button, again.*
   The indicator will flash in groups of 2 (green color).

4. *To retrieve, press the ICM button or the CO button whose indicator is flashing in groups of 2 (green color).*
   The indicator on the ICM or CO button will return to a steady green.

Conditions

- *An Intercom hold can be activated on one extension only.*
- *An Outside call hold can be activated on six CO's.*
- *If a call is on hold for more than 30 minutes, a hold time reminder will be sounded, and 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 3-42.*
- *The hold time reminder is activated, even if the hold recall time set is programmed to "DISABLE".*
- *When lifting the handset (or press the SP-PHONE button):*
  before recalling... A 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.

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.*
   A 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 will be 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 other 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.

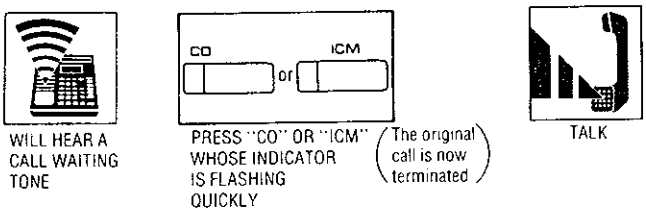
- *If the conference parties are on the outside and extension:*
  To talk to the outside party, press the CO button.
  To talk to the extension party, press the ICM button.

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.

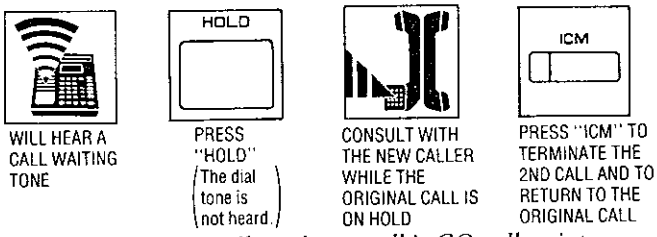
- *Pressing the ICM button for conference, allows you to exit from the conference and to access an intercom.*

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

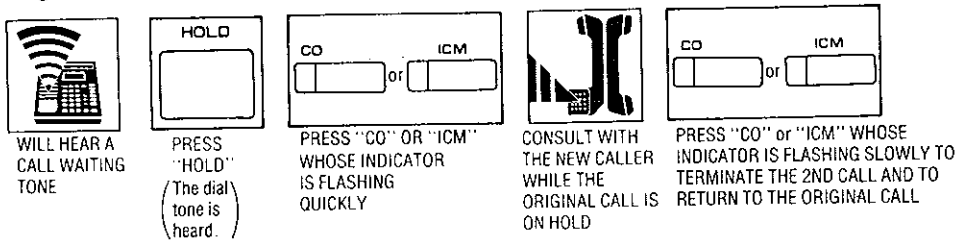


To place the original call on hold and talk to the new caller.

- *If both original call and new call are intercom calls:*
  (The ICM indicator will change lighting into flashing quickly when new call reaches.)



- *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:



Description

Call waiting tone (Tone 1 or Tone 2) 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-T61610.

For programming, see page 3-24 and 3-53.

Operation

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

1. *You will hear a call waiting tone.*
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.*
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:

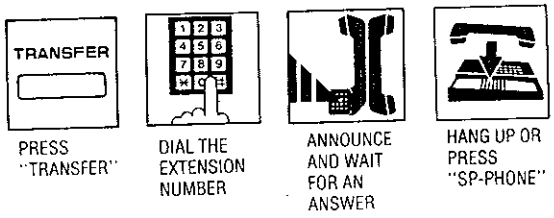
1. *You will hear a call waiting tone.*
2. *Press the HOLD button for placing a conversation on hold.*
3. *Press the CO or ICM button whose indicator is flashing quickly.*
4. *Consult with the new caller.*
5. *Press the CO or ICM button whose indicator is flashing slowly to terminate the second call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

Conditions

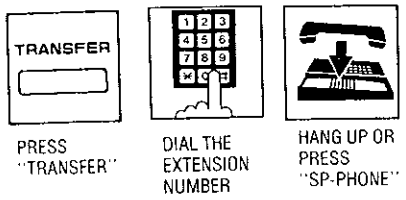
- *If a call waiting tone is heard and the CO or ICM indicator does not flash, this tone indicates a call waiting tone by special company service.*
  In this case, see "Call Waiting-Outside Line" on page 4-24.

Call Transfer

To transfer after other extension answers



To transfer without announcing the other extension



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:

While the ring back is hearing.

LIFT THE HANDSET TO RETURN TO THE CALLING PARTY

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. *Dial number of extension (11 through 26) 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:

While the ring back is hearing, lift the handset to return to the calling party.

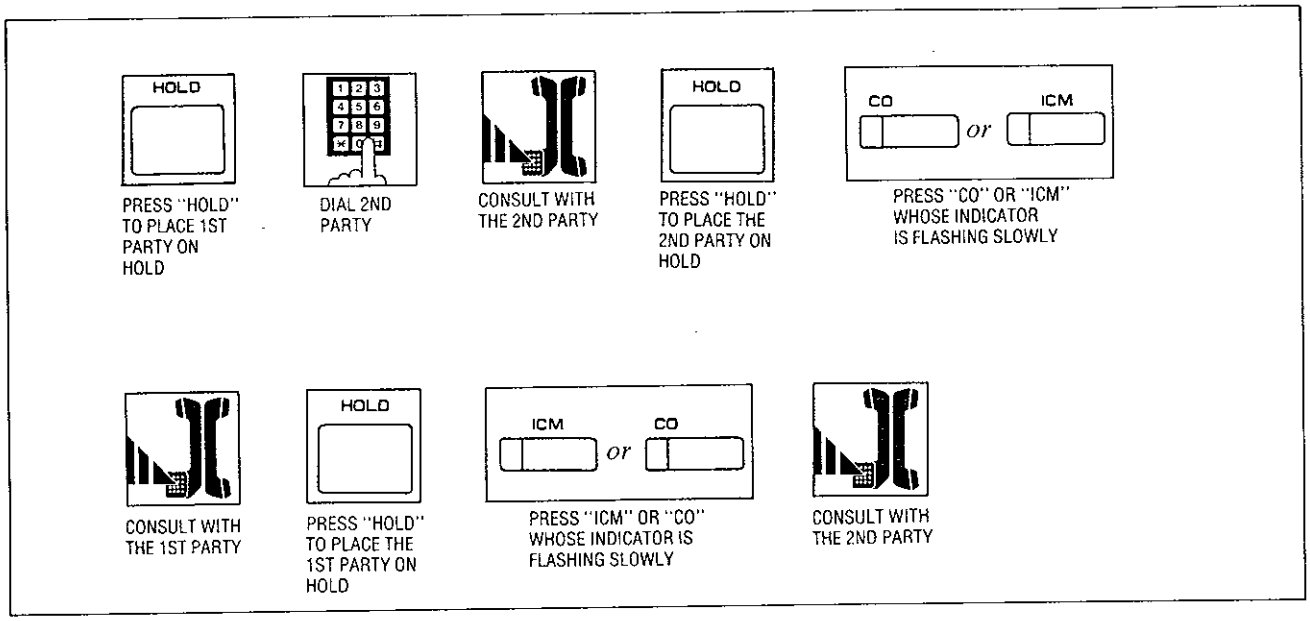
To change the party to whom a call is transferred before hanging up

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 3-49.

Call Splitting—Between CO and Intercom



Description

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

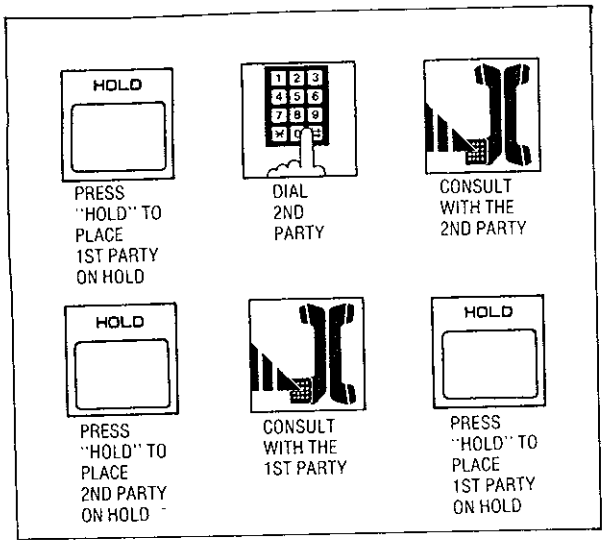
Operation

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

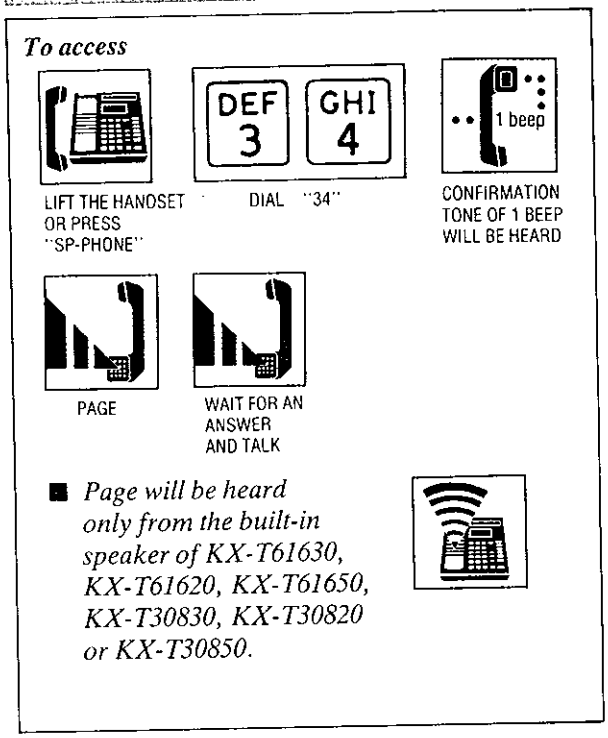
1. *Press the HOLD button to place the first party on hold.*
2. *Dial the second party.*
3. *Consult with the second party.*
4. *Press the HOLD button to place the second party on hold.*
5. *Consult with the first party.*
6. *Press the HOLD button to place the first party on hold.*
7. *Repeat step 3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

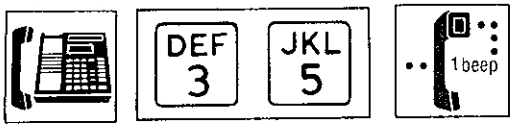
Conditions

- *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.*

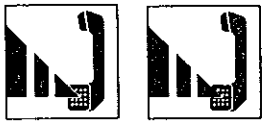
Paging Group

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.

For pickup group 3:
At step 2 above, dial 37 instead of 35.

For pickup group 4:
At step 2 above, dial 38 instead of 35.

■ *Page will be heard only from the built-in speaker of KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850.*

Description

Allows paging to one of four groups.

Operation

To access paging;

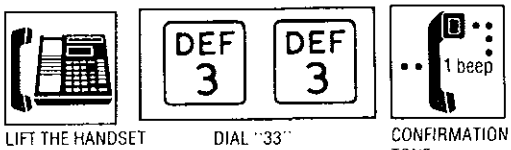
1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (35) for paging the pickup group 1.*
   Dial (36) for paging the pickup group 2.
   Dial (37) for paging the pickup group 3.
   Dial (38) for paging the pickup group 4.
   - *The confirmation tone (one beep) will be heard.*
   - *"PAGING (GRP 1)", "PAGING (GRP 2)", "PAGING (GRP 3)" or "PAGING (GRP 4)" will be displayed.*
3. *Start paging.*
4. *Wait for an answer and talk.*

Conditions

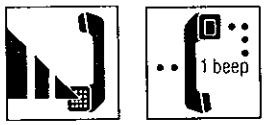
- *When an extension is in use, that extension cannot gain access to paging.*
- *Refer to "Dial Call Pickup Group Assignment" on page 3-29.*

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 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.

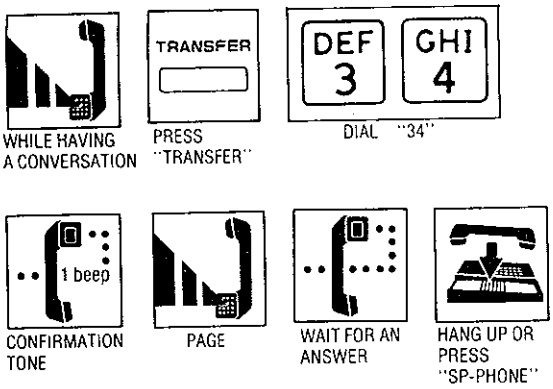
Conditions

- *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 3-43.

Paging And Transfer

To transfer a call to the paged person



- *You may dial 35, 36, 37, 38 or 33 instead of 34.*

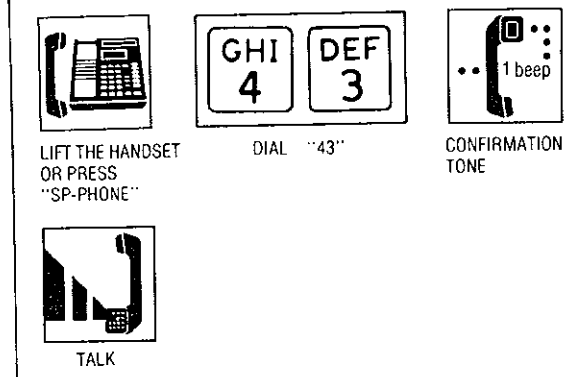
Operation

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 (37) for paging group 3.
   Dial (38) for paging group 4.
   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.*

Paging—Answer

To answer



Description

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

Operation

To answer paging;

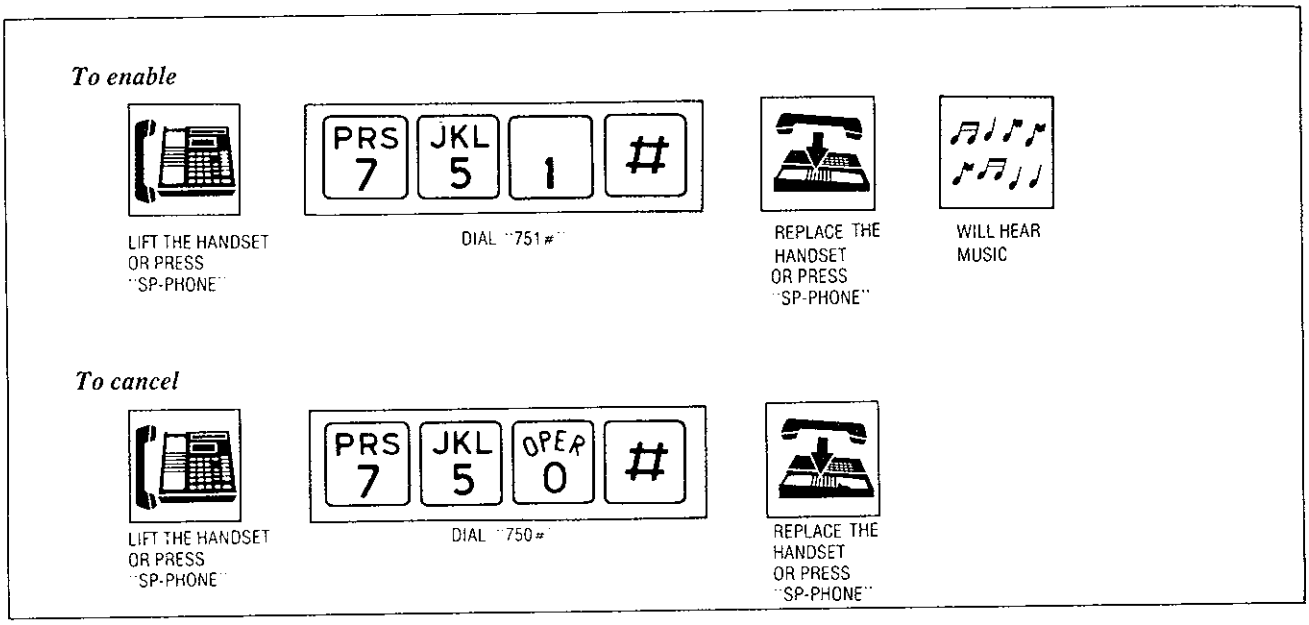
1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (43) and wait for confirmation tone (one beep).*
3. *Start talking.*

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



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.

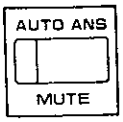
Conditions

- *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 be pressing of the SP-PHONE button, will resume the backgroud music.*

Mute Operation

To enable

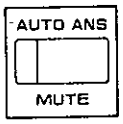
Be sure the SP-PHONE indicator is on.



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.*

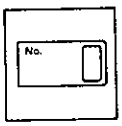
One Touch Access for System Features

To Program

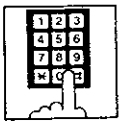
Set the MEMORY switch of the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".

Example:

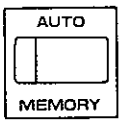
Paging All Extensions (Dial 34).



PRESS "PROGRAMMABLE FEATURE"



DIAL "34"

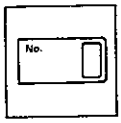


PRESS "MEMORY"

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-T61630, KX-T61620, KX-T61650, 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 6-5 can be programmed into memory.*

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

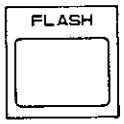
To Access

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

External Feature Access

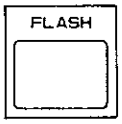
Call Waiting—Outside Line

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

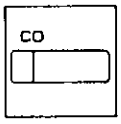
- *The external feature (call waiting) can only be accessed when engaged on an outside call. The above-mentioned example shows you one of the procedures.*
- *"Flash" can be stored into memory in the same way as "Storage" on page 4-4.*
- *You may access some features of host PBX using the Flash button. If KX-T61610 is connected to host PBX and flash operation is required, follow the procedure of flash operation which is required in the host PBX.*

Account Code

Forced Mode

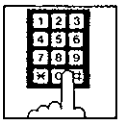
■ *Making a Call*

LIFT THE HANDSET OR PRESS "SP-PHONE"



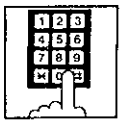
PRESS "CO"

PRESS "FWD/DND" "F3"



DIAL THE ACCOUNT CODE (Account code is 4 digits.)

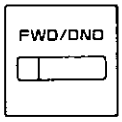
WAIT FOR THE C.O. DIAL TONE



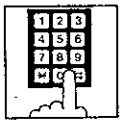
DIAL THE PHONE NUMBER

■ *Receiving a Call*
If you want to record a calling party's account code in the SMDR, follow the below-mentioned procedure.

■ *The FWD/DND or F3 button must be pressed before you hang up. If the distant party hangs up first, you must press the FWD/DND or F3 button within 30 seconds.*



PRESS "FWD/DND" "F3"



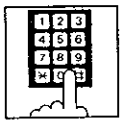
DIAL THE ACCOUNT CODE

Option Mode

■ *Making or Receiving a Call*
If you want to record a calling or called party's account code in the SMDR, follow the below-mentioned procedure.

■ *The FWD/DND or F3 button must be pressed before you hang up. If the distant party hangs up first, you must press the FWD/DND or F3 button within 30 seconds.*

PRESS "FWD/DND" "F3"



DIAL THE ACCOUNT CODE (Account code is 4 digits.)

Description

This feature gives each message of the SMDR an account code of the called or calling party.

(Station Message Detail Recording (SMDR) is cost saving feature that records all incoming and outgoing calls through the CO line.)

This feature has two modes "Forced" and "Option".

In the "Forced" mode, the account code must be entered every time the extension user dials.

In the "Option" mode, the account code may be entered when a record of the account code is needed.

When setting to the "Forced" mode, see page 3-30.

The programmable feature (F3 only) button of the KX-T61650 or KX-T30850 can also be used for "Account Code" if programming is done beforehand in the KX-T61610.

For programming, see page 3-50.

Operation

Forced Mode

■ ***Making a Call***

1. *Lift the handset or press the SP-PHONE button.*
2. *Press the CO button.*
   The FWD/DND Indicator will flash.
3. *Press the FWD/DND (or F3) button.*
   "ENTER ACCNT CODE" will be displayed. The FWD/DND Indicator will light.
   Intermittent tone is heard.
4. *Dial the account code.*
   Account code must be 4 digits.
   CO dial tone will be heard.
5. *Dial the phone number.*

•*You may dial 9 or 81 through 86 instead of pressing the CO button.*

■ ***Receiving a call***

If you want to record a calling party's account code in the SMDR follow the below-mentioned procedure.

Within 30 seconds of finishing your conversation or while having a conversation,

The FWD/DND Indicator will flash.

1. *Press the FWD/DND (or F3) button.*
   "ENTER ACCNT CODE" will be displayed. The FWD/DND Indicator will light.
2. *Dial the account code.*
   Account code must be 4 digits.
   •*Dialing the account code must be done before hanging up.*

Option Mode

■ ***Making or Receiving a Call***

If you want to record a calling or called party's account code in the SMDR, follow the below-mentioned procedure.

Within 30 seconds of finishing your conversation or while having a conversation,

1. *Press the FWD/DND (or F3) button.*
   "ENTER ACCNT CODE" will be displayed. The FWD/DND Indicator will light.
2. *Dial the account code.*
   Account code must be 4 digits.
   •*Dialing the account code must be done before hanging up.*

Conditions

•*Account code must be required 4 numerical digits except for the [#] and [*] buttons.*

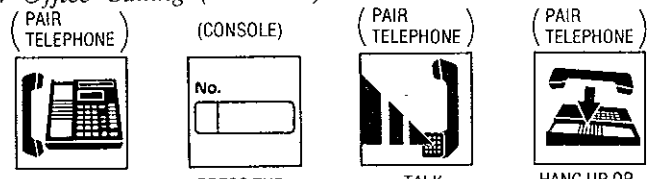
•*If you enter the wrong account code, press the FWD/DND button and enter the correct code.*

■ *If account codes are programmed with telephone numbers for one touch dialing or system speed dialing, you need not to dial an account code when making a call. Program as follows.*

Account code (4 digits) Telephone number

DSS (Direct Station Select) Button

Inter Office Calling (Intercom)



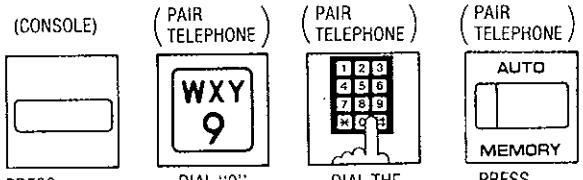
Programmable Feature Button

Programming

- *Be sure the handset is in the cradle and the SP-PHONE button is OFF.*
- *Set the MEMORY switch of a pair telephone (KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850) to "PROGRAM".*

■ Storage

One Touch Dialing



- *You may dial 81 through 86 instead of 9.*

  9 ..... Each extension can automatically select an idle CO line.

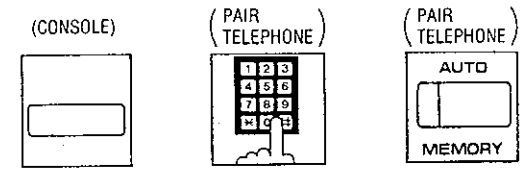
  81 through 86 .. Each extension can select a CO line designated.

9 or 81 through 86 must be dialed for storage.

One Touch Access for System Features

Example:

Paging All Extensions (Dial 34).



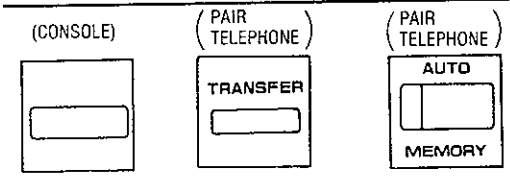
■ To Correct an Error while Programming

- *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" left side.

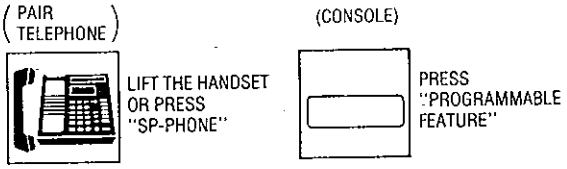
■ To Erase after Programming



- *The TRANSFER button is used as the CLEAR button.*

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

Dialing



Description

■ *DSS (Direct Station Select) Button: makes the dialing to the extensions very easy. You can reach the extension party by simply pushing the DSS Button.*

■ *Programmable Feature Button: lets you access various features of KX-T61610 and speed dialing using the CO line in addition to the numbers programmed into the KX-T61610's memory.*

Operation

DSS (Direct Station Select) Button

Inter office Calling (Intercom)

1. *Lift the handset or press the SP-PHONE button of pair telephone.*
2. *Press the DSS button of Console.*
3. *Start talking.*
4. *Hang up or press the SP-PHONE button upon completion of the conversation.*

Programmable Feature Button

Programming

- *Be sure the handset is in the cradle and the SP-PHONE button is OFF.*
- *Set the MEMORY switch of a pair telephone (KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850) to "PROGRAM".*

One Touch Dialing

1. *Press a programmable feature button of Console.*
2. *Enter the line access number.*
   9: *automatic line access number*
   81: *line access number of CO1*
   ⋮ ⋮
   86: *line access number of CO6*
3. *Enter the phone number.*
4. *Press the MEMORY button.*
5. *Repeat steps 1 to 4, to program on other programmable feature button.*

■ ***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.*

One Touch Access for System Features

Example:

Paging All Extensions (Dial 34)

1. *Press a programmable feature button of Console.*
2. *Dial (34).*
3. *Press the MEMORY button of pair telephone.*

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

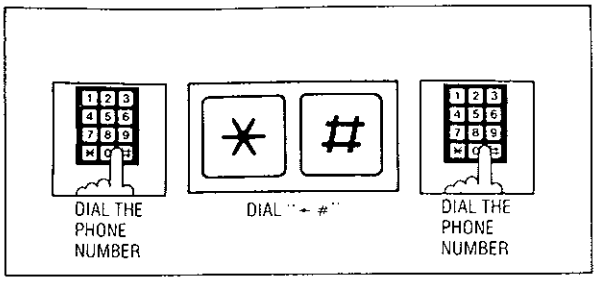
Dialing

1. *Lift the handset or press the SP-PHONE button of pair telephone.*
2. *Press the programmable feature button of Console.*

Conditions

Refer to "One Touch Dialing" page 4-4 and "One Touch Access for System Features" page 4-23.

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.
(e.g. computer-accessed long distance service)

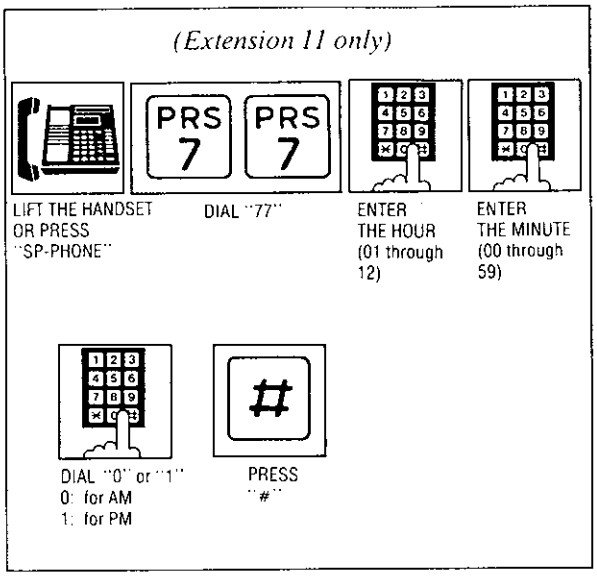
Operation

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

When the present time is out of order, you can adjust by following procedure.

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.*

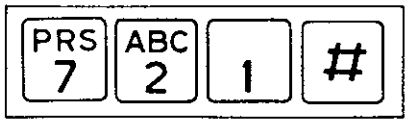
Conditions

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

Auto CO Hunting

Setting

LIFT THE HANDSET OR PRESS "SP-PHONE"

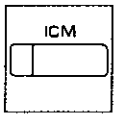


DIAL "721#"

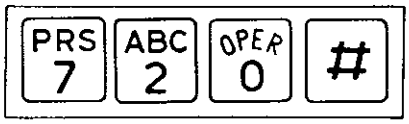
HANG UP OR PRESS "SP-PHONE"

To cancel

LIFT THE HANDSET OR PRESS "SP-PHONE"



PRESS "ICM"



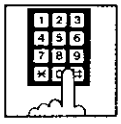
DIAL "720#"

HANG UP OR PRESS "SP-PHONE"

Dialing through CO line

LIFT THE HANDSET OR PRESS "SP-PHONE"

WAIT FOR THE CO. DIAL TONE



DIAL THE PHONE NUMBER

Description

Can access any CO line which is not in use directly by picking up the handset or the speakerphone on and tell an extension user which line is accessing by lighting the CO line indicator. The CO line to be accessed can be designated by programming. See page 3-52.

Operation

Setting

1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (721#).*
   "AUTO CO HUNT ON" 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. *Press the ICM button.*
3. *Dial (720#).*
   "AUTO CO HUNT OFF" will be displayed.
4. *Hang up or press the SP-PHONE button.*

Dialing through CO line

1. *Lift the handset or press the SP-PHONE button. Dial tone from CO will be heard.*
2. *Dial the phone number.*

- *When you access an extension in the Auto CO Hunting, press the ICM button after lifting the handset or pressing the SP-PHONE button.*

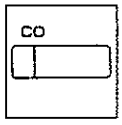
Conditions

Standard telephone is not available.

Executive Override

To barge in:

LIFT THE HANDSET OR PRESS "SP-PHONE"



PRESS "CO" WHOSE INDICATOR IS RED

Description

Allows an extension user to barge in an engaged conversation for the following reasons: To establish Conference mode between two parties or to receive calls that another extension has answered.

Operation

■ ***To Establish the Conference Mode.***

1. *Lift the handset or press the SP-PHONE.*

2. *Press the CO button whose indicator is red. A 3 party conference is now established and you can barge in the conversation. "CONF" will be displayed.*

3. *Start talking.*

4. *Place the handset back on-hook or press the SP-PHONE Button.*
The other two parties will be directly connected together and can converse with each other.

■ ***Call Transfer using "Executive Override".***

1. *Push the CO button.*
You have barge in the conversation.

- *The Call Transfer will be completed when the extension user who received the call hangs up.*

Conditions

- *How to use the Camp-on feature when "Executive Override" is enable at your extension. You can use the Camp-on feature without barging in the conversation.*

  1. *Dial the busy CO line number (81 through 86) whose indicator is red instead of pressing the CO button.*
  2. *Dial (6).*
  3. *Hang up or press the SP-PHONE button. You will be automatically called back when the CO line becomes free.*

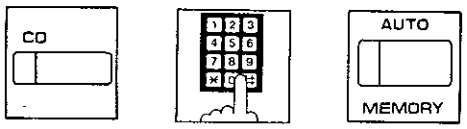
- *Only one party can barge in a conversation.*

- *You can not barge in the extension which is in dialing.*

Flexible CO button

- *Be sure the handset is in the cradle and the SP-PHONE button is off.*
- *Set the MEMORY switch of the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".*

Setting



PRESS "CO" WHICH IS CHANGED INTO DIFFERENT CO NUMBER

DIAL THE CO NUMBER WHICH IS SET NEWLY (1 through 6)

PRESS "MEMORY"

■ *After programming all CO buttons, return the MEMORY switch to "SET".*

Description

Allows each CO button to change into CO number which is different from printed CO number.

Operation

- *Be sure the handset is in the cradle and the SP-PHONE button is off.*
- *Set the MEMORY switch of the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 to "**PROGRAM**".*

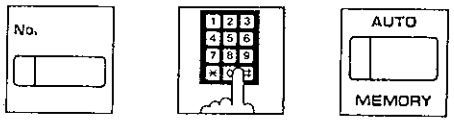
1. *Press CO button which is changed into different CO number.*
2. *Dial the CO number which is set newly (1 through 6).*
3. *Press the MEMORY button.*

- *After programming all CO buttons, return the MEMORY switch to "SET".*

Flexible DSS button

- *Be sure the handset is in the cradle and the SP-PHONE button is off.*
- *Set the MEMORY switch of the KX-T30830 to "PROGRAM".*

Setting



PRESS "DSS" WHICH IS CHANGED INTO DIFFERENT EXTENSION NUMBER

DIAL THE EXTENSION NUMBER WHICH IS SET NEWLY (11 through 26)

PRESS "MEMORY"

■ *After programming all DSS buttons, return the MEMORY switch to "SET".*

Description

Allows each DSS button to change into extension number which is different from printed extension number.

Operation

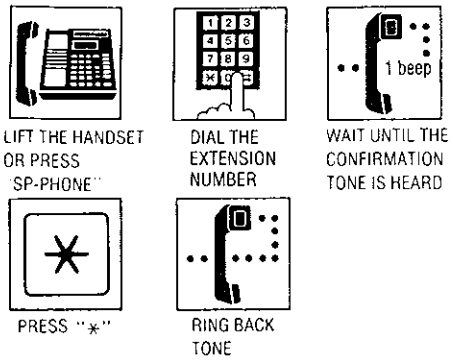
- *Be sure the handset is in the cradle and the SP-PHONE button is off.*
- *Set the MEMORY switch of the KX-T30830 to "PROGRAM".*

1. *Press DSS button which is changed into different.*
2. *Dial the extension number which is set newly (11 through 26).*
3. *Press the MEMORY button.*

- *After programming all DSS buttons, return the MEMORY switch to "SET".*

Intercom Alerting Mode

Switching to tone alerting



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 is required to be set beforehand in the KX-T61610. For programming, see page 3-27.

Operation

1. *Lift the handset or press the SP-PHONE button.*
2. *Dial the extension number.*
3. *Wait for a 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.

Busy Lamp Field

Description

Lamp indicators corresponding to the status of the CO (Central Office) and the ICM (Intercom) buttons.

Explanation

- *ICM indicator light*

Light	Status
off	*idle*
on	*•in use for intercom •in use for CO line to which the CO line number is not assigned.*
slow flashing	*on hold*
flashing in groups of 2	*on exclusive hold*
quick flashing	*•receving an incoming intercom call •receiving an incoming outside call to which the CO line number is not assigned.*

- *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*

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.
CO 4 is assigned to extension 14.
CO 5 is assigned to extension 15.
CO 6 is assigned to extension 16.

Operation

- *If extension 11 through 16 is connected with a KX-T61630 or KX-T30830, the Power failure switch on the KX-T61630 or KX-T30830 must be set to the "ON" position.*

  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 extensions 11 through 16.*
- *If extension 11 through 16 is connected with a KX-T61620, KX-T61650, KX-T30820 or KX-T30850, disconnect the KX-T61620, KX-T61650, KX-T30820 or KX-T30850 and connect a KX-T61630, 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-T61610 to operate all the features in the event of power failure. Refer to page 2-16.*

Specification of the KX-A16B

3 "Sealed lead-acid Batteries" Backup duration is greater than 4 hours in average usage.
(one outside call and one intercom call simultaneously in continuous operation.)

Duration Time of Call Display

Description

The elapsed time (from dialing to replacing the handset) on originating an outside call 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 3-31.*

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 3-47.)

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-T61630, KX-T61620, KX-T61650, KX-T30820, 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-T61610.

Operation

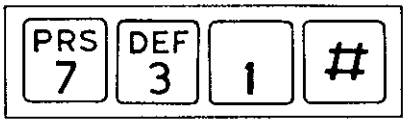
None

Station Programming

Dial Call Pickup Deny

Setting

LIFT THE HANDSET OR PRESS "SP-PHONE"

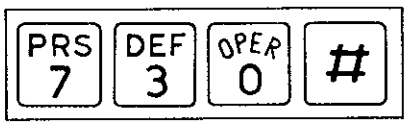


DIAL "731#"

HANG UP OR PRESS "SP-PHONE"

To cancel

LIFT THE HANDSET OR PRESS "SP-PHONE"



DIAL "730#"

HANG UP OR PRESS "SP-PHONE"

Description

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

Conditions

While your extension is in the "Dial Call Pickup Deny" mode, you can place or receive outside or intercom calls.

Operation

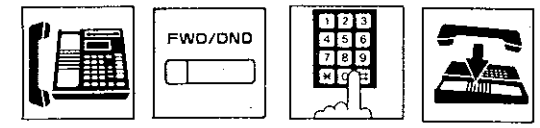
1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (731#).*
   Wait for a confirmation tone. "C.PICKUP DENY" will be displayed.
3. *Hang up or press the SP-PHONE button.*

To cancel,

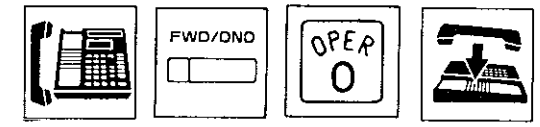
1. *Lift the handset or press the SP-PHONE button.*
2. *Dial (730#).*
   Wait for a confirmation tone. "C.PICKUP ALLOW" will be displayed.
3. *Hang up or press the SP-PHONE button.*

Call Forwarding

Setting:



To cancel:



Description

Outside or intercom calls to your extension can be forwarded to another extension automatically, during your absence.
The programmable feature (F3 only) button of the KX-T61650 or KX-T30850 can also be used for "Call Forwarding" if programming is done beforehand in the KX-T61610.
For programming, see page 3-50.

Operation

To enable

1. *Lift the handset or press the SP-PHONE button.*
2. *Press the FWD/DND (or F3) button.*
3. *Dial the number of the extension to which the calls are to be forwarded (11 through 26).*
   The indicator light of the FWD/DND button will flash slowly.
   A confirmation tone will be heard.
   "FORWARDING EXT" will be displayed.
4. *Replace the handset back on the cradle or press the SP-PHONE button.*

To cancel

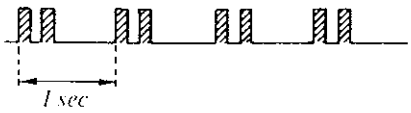
1. *Lift the handset or press the SP-PHONE button.*
2. *Press the FWD/DND (or F3) button.*
3. *Dial (0).*
   The indicator light of the FWD/DND button will be off.
   Confirmation tone will be heard.
   "FWD/DND CANCEL" will be displayed.
4. *Replace the handset back on the cradle or press the SP-PHONE button.*

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.*

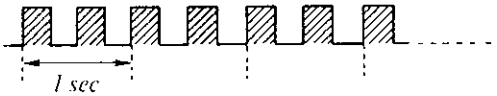
- *The tone (busy tone or do not disturb tone etc.) the caller receives depends on the condition of the forwarded extension.*

do not disturb tone

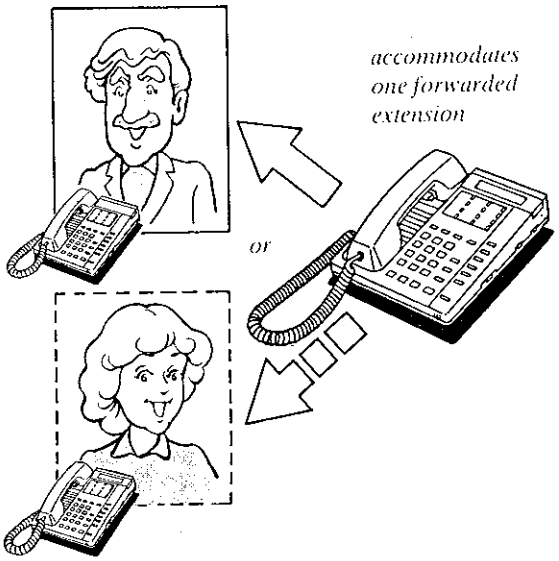


- *When an intercom call to the forwarding extension is originated from the forwarded extension, the forwarded extension user will hear a reorder tone.*

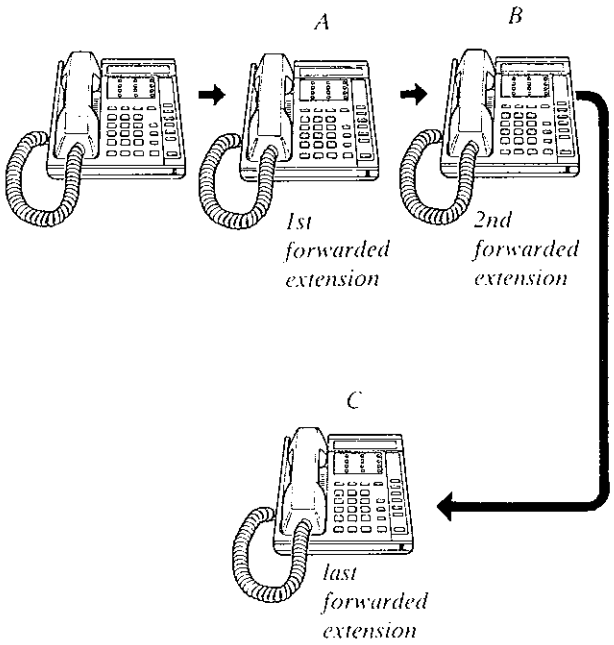
reorder tone: (two beeps a second)

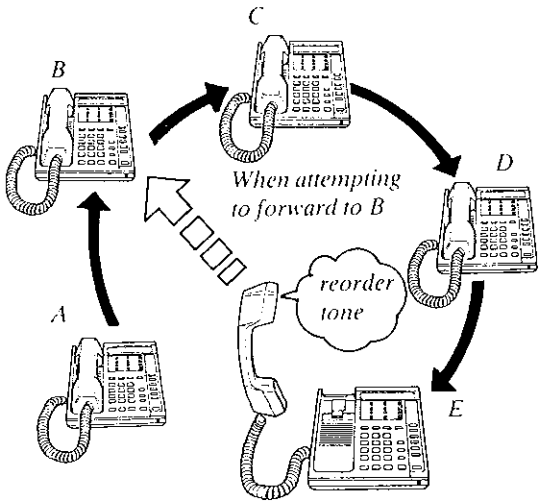


- *An extension can not accommodate more than one forwarded extension.*
  At each time of newly setting "Call Forwarding", a destination (forwarded extension code) will be renewed.
  Old entry will be cancelled.



- *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, a reorder tone will be heard instead of a confirmation tone to prevent an endless loop.)*



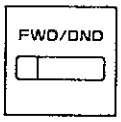


Reorder tone will be produced to prevent an endless loop.

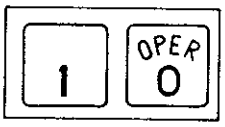
Do not Disturb

Setting

LIFT THE HANDSET OR PRESS "SP-PHONE"



PRESS "FWD/DND" "F3"

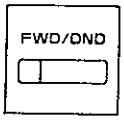


DIAL "10"

HANG UP OR PRESS "SP-PHONE"

To cancel

LIFT THE HANDSET OR PRESS "SP-PHONE"



PRESS "FWD/DND" "F3"

DIAL "0"

HANG UP OR PRESS "SP-PHONE"

Description

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

The programmable feature (F3 only) button of the KX-T61650 or KX-T30850 can also be used for "Do Not Disturb" if programming is done beforehand in the KX-T61610.
For programming, see page 3-50.

Operation

1. *Lift the handset or press the SP-PHONE button.*

2. *Press the FWD/DND (or F3) button.*

3. *For setting, dial (10).*
   The indicator of FWD/DND button will be lit.
   "DO NOT DISTURB" will be displayed.
   Wait for a confirmation tone.
   For cancellation, dial (0).
   The indicator of the FWD/DND button will go out.
   "FWD/DND CANCEL" will be displayed.

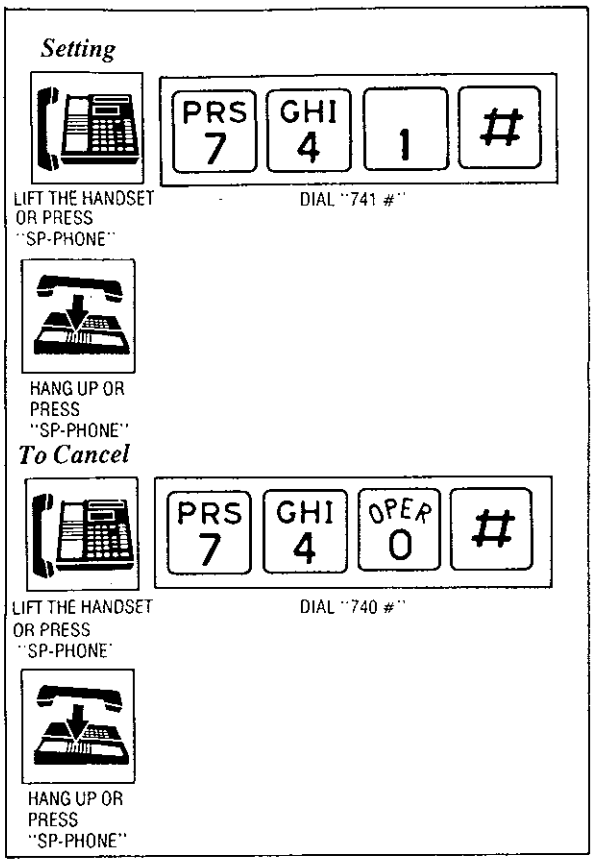
4. *Hang up or press the SP-PHONE button.*

Conditions

- *When "Do not Disturb" is entered, "Call Forwarding" will be cancelled, if entered.*

- *"Do not Disturb" does not prevent the extension from recalling for on-hold and camp-on.*

Data Line Security



Description

This feature provides security when transmitting data through an extension of KX-T61610.

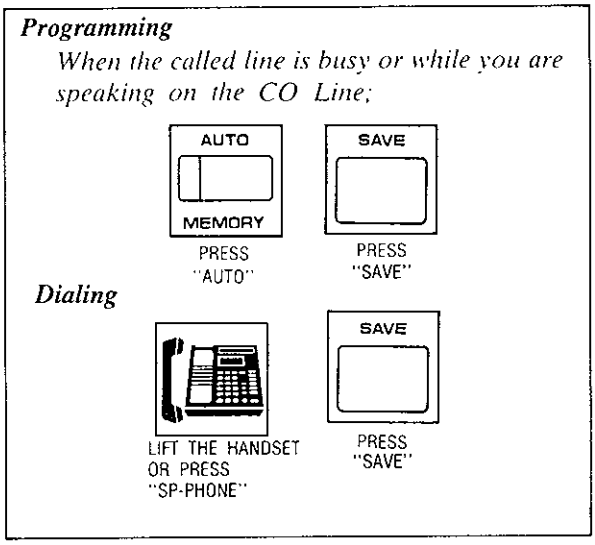
Operation

1. *Lift the handset or press the SP-PHONE button.*
2. *For setting, dial (741#) and wait for a confirmation tone.*
   "DATA MODE ON" will be displayed.
   For cancellation, dial (740#) and wait for a confirmation tone.
   "DATA MODE OFF" will be displayed.
3. *Hang up or press the SP-PHONE button.*

Conditions

- *The parallel connection of the KX-T61630/KX-T61620/KX-T61650/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 you are speaking on the CO line or when the called party is busy.

1. *Press the AUTO button.*
2. *Press the SAVE button.*

- *The phone number can not be stored even if you press the AUTO and SAVE buttons after you hang up.*

Dialing

1. *Lift the handset or press the SP-PHONE button.*
2. *Press the SAVE button.*

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

Conditions

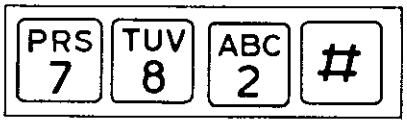
- *Up to 32 digits can be stored and redialed.*
- *The KX-T61650 or KX-T30850 will not function for Saved Number Redial.*

Flexible Night Service

(Extension 11 only)

To enable night service: *(To disable day service)*

LIFT THE HANDSET OR PRESS "SP-PHONE"

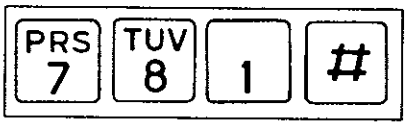


DIAL "782#"

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 to the "AUTO" mode in the KX-T61610.

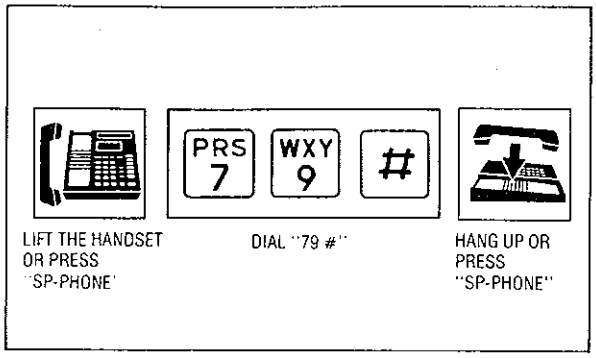
Refer to "Switching Mode (Day/Night Service)" page 3-12 and "Starting time (Day/Night Service)" page 3-13.

Operation

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

Operation

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

Conditions

- *If Auto CO Hunting mode is set, you must push the ICM button and then dial 79 #.*

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

To Make Calls

Inter Office Calling (Intercom)(see page 4-1)

Description

Station to station dialing within the KX-T61610 system.

Operation

LIFT THE HANDSET — DIAL EXTENSION NUMBER (11 through 26)

Outward Dialing (see page 4-2)

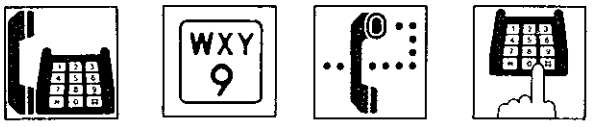
Automatic Line Access

Description

Each extension can automatically select an idle CO (Central Office) line within the KX-T61610.

You can designate the idle CO line to be selected automatically by programming. See page 3-52.

Operation



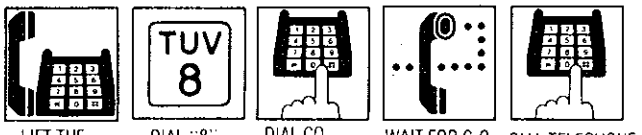
LIFT THE HANDSET — DIAL "9" — WAIT FOR C.O. DIAL TONE — DIAL TELEPHONE NUMBER

Individual Line Access

Description

Any of the 6 CO lines may be selected by dialing the access code(s).

Operation



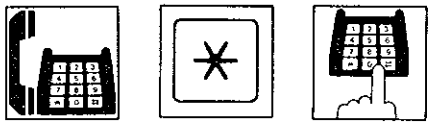
LIFT THE HANDSET — DIAL "8" — DIAL CO NUMBER (1 through 6) — WAIT FOR C.O. DIAL TONE — DIAL TELEPHONE NUMBER

Speed Dialing (see page 4-3)

Description

There are 100 memory locations of system speed dialing available.

Operation



LIFT THE HANDSET — DIAL "*" — DIAL SPEED ACCESS CODE (00 through 99)

- *There is no need to access a CO line.*
- *A rotary phone will not function for speed dialing.*
- *Continuous use of speed dialing is impossible.*

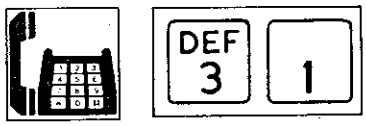
Calling Doorphone (See page 4-6)

Description

Up to two doorphones (KX-T30865) can be connected to the KX-T61610.

Operation

Doorphone 1



LIFT THE HANDSET — DIAL "31"

Doorphone 2

LIFT THE HANDSET — DIAL "32"

When a Line is Busy

Automatic Call Back Busy (Camp-on) (see page 4-7)

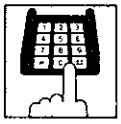
Description

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

DIAL "8"


DIAL CO NUMBER (1 through 6)

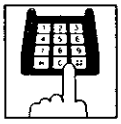
YOU WILL HEAR A BUSY TONE

DIAL "6"

CONFIRMATION TONE

HANG UP

For Intercom Calls


DIAL EXTENSION NUMBER (11 through 26)

YOU WILL HEAR A BUSY TONE

DIAL "6"

CONFIRMATION TONE

HANG UP

When hearing a ring back

LIFT THE HANDSET

- *When using an intercom call, you will hear the ring back tone.*
- *When using an outside call, you will hear the dial tone from the CO.*

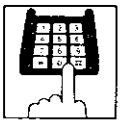
- *A call back busy cannot be activated on an extension which has a call on hold.*

Busy Station Signaling (see page 4-8)

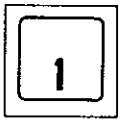
Description

If the extension you have dialed is busy, you can inform that extension that another intercom call is waiting by three beeps. For use of this feature, the other extension is required to be set for this feature beforehand in the KX-T61610.

Operation


DIAL EXTENSION NUMBER (11 through 26)

YOU WILL HEAR A BUSY TONE



DIAL "1"

- *To answer your signal, see "Call Waiting" on page 5-4.*

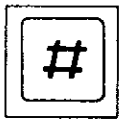
Last Number Redial (see page 4-8)

Description

The last phone number dialed on an outgoing call (CO line) can be redialed.

Operation

LIFT THE HANDSET



PRESS "#"

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

To Receive Calls

Answer (see page 4-9)

Operation

LIFT THE HANDSET

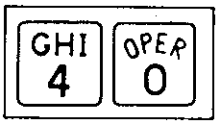
Dial Call Pickup (see page 4-10)

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 4-10)

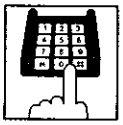
Description

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

Operation

LIFT THE HANDSET

DIAL "4"



DIAL THE RINGING EXTENSION NUMBER (11 through 26)

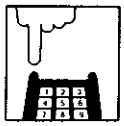
Call Park Retrieve (see page 4-11)

Description

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

Operation

To Park a Call



FLASH HOOKSWITCH

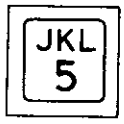
CONFIRMATION TONE

REPLACE HANDSET

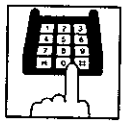
- *Do not depress hookswitch for more than one second, or party will be disconnected.*

To Retrieve a Parked Call at Any Other Extension

LIFT THE HANDSET



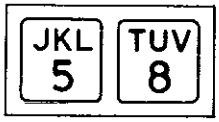
DIAL "5"



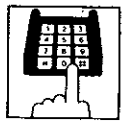
DIAL PARKED EXTENSION NUMBER (11 through 26)

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

LIFT THE HANDSET



DIAL "58"



DIAL PARKED CO NUMBER (1 through 6)

Doorphone (see page 4-12)

Operation

LIFT THE HANDSET

While Having a Conversation

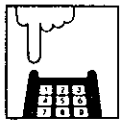
Call on Hold (see page 4-13)

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. Intercom and outside calls may be placed on hold.

Operation

To Place a Call on Hold

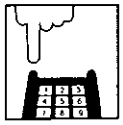


FLASH HOOKSWITCH

CONFIRMATION TONE

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

To Cancel



FLASH HOOKSWITCH

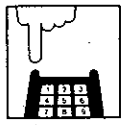
Call Waiting (see page 4-16)

Description

Calls waiting tone (Tone 1 or Tone 2) 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-T61610. For programming, see page 3-24 and 3-53.

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

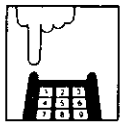
- *If you use the hold button of a standard telephone, the above-mentioned feature will not function.*
- *To terminate the original call and talk to the 2nd call, hang up and then lift the handset. (You need not flash the hookswitch.)*

Conference (see page 4-15)

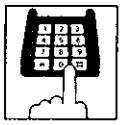
Description

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

Operation

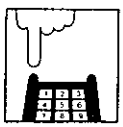


FLASH HOOKSWITCH PUTS 1ST PARTY ON HOLD

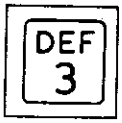


DIAL 2ND PARTY

CONSULT WITH 2ND PARTY 1ST PARTY ON HOLD

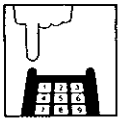


FLASH HOOKSWITCH



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

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



FLASH HOOKSWITCH

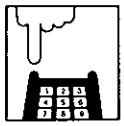
2ND PARTY ON HOLD 1ST PARTY IN CONSULTATION

Call Splitting (see page 4-18)

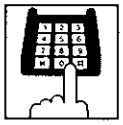
Description

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

Operation

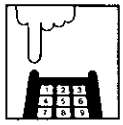


FLASH HOOKSWITCH



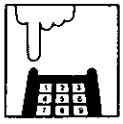
DIAL SECOND PARTY

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.)

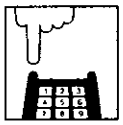
Call Transfer (see page 4-17)

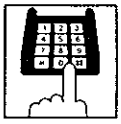
Description

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

Operation

To Transfer After Other Extension Answers

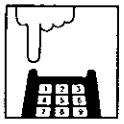

FLASH HOOKSWITCH

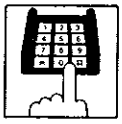

DIAL EXTENSION NUMBER

ANNOUNCE AND WAIT FOR AN ANSWER

HANG UP

To Transfer without Announcing the Other Extension


FLASH HOOKSWITCH


DIAL EXTENSION NUMBER

HANG UP

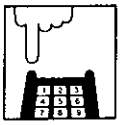
To Retrieve the Call

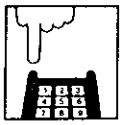
If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you. In this case:

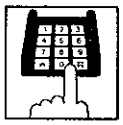
LIFT THE HANDSET

- *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 3-49.

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 4-19)

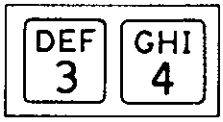
Description

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-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850. It will not be heard from the built-in speaker of standard telephone.*

Paging Group (see page 4-20)

Description

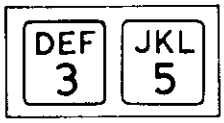
Allows paging to one of four groups.

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.*
- *For Pickup Group 3: At step 2 above, dial 37 instead of 35.*
- *For Pickup Group 4: At step 2 above, dial 38 instead of 35.*

- *Page will be heard only from the built-in speaker of KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850. It will not be heard from the built-in speaker of standard telephone.*

Paging-External (see page 4-20)

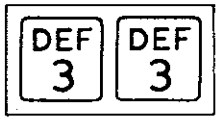
Description

Allows access to external paging equipment.

Operation

To Access

LIFT THE HANDSET



DIAL "33"

CONFIRMATION TONE

PAGE

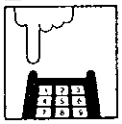
WAIT FOR CONFIRMATION TONE AND TALK OR HANG UP

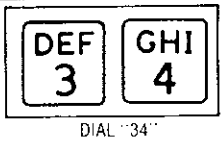
- *Page will be heard from external paging equipment.*

Paging And Transfer (see page 4-21)

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, 37, 38 or 33 instead of 34.*

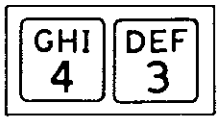
Paging-Answer (see page 4-21)

Description

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

Operation

LIFT THE HANDSET



DIAL "43"

CONFIRMATION TONE

TALK

External Feature Access (see page 4-24)

Description

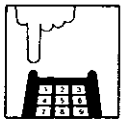
Allows extension user to access features of the central office or host PBX. (example: call waiting feature can be supplied by central office.)

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

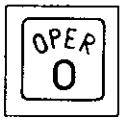
Operation

Call Waiting—Outside Line

WILL HEAR A CALL WAITING TONE

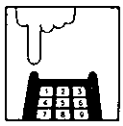


FLASH HOOKSWITCH



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-T61610 is connected to host PBX and flash operation is required, follow the procedure of flash operation which is required for the host PBX.*

Intercom Alerting Mode (see page 4-33)

Description

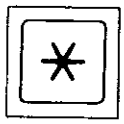
"Voice alerting" (through built-in speaker) that is established at the called party's extension, can be switched to "Tone alerting" (ringing).

- *This feature required to be set beforehand in the KX-T61610. For programming, see page 3-27.*
- *A rotary phone will not function.*

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.*

Account Code (see page 4-25)

Description

This feature gives each message of the SMDR an account code of the called or calling party.

(Station Message Detail Recording (SMDR) is cost saving feature that as records all incoming and outgoing calls through the CO line.)

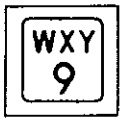
This feature has two modes "Forced" and "Option". In the "Forced" mode, the account code must be entered every time the extension user dials. In the "Option" mode, the account code may be entered when a record of the account code is needed. When setting to the "Forced" mode, see page 3-30.

Operation

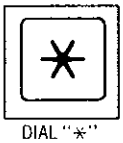
Forced Mode

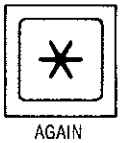
■ *Making a Call*

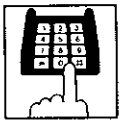
LIFT THE HANDSET

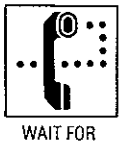


DIAL "9"


DIAL "✳"


AGAIN
(Intermittent tone is heard.)


DIAL THE ACCOUNT CODE
(Account code is 4 digits.)

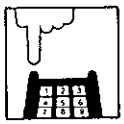

WAIT FOR C.O. DIAL TONE

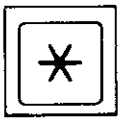
DIAL TELEPHONE NUMBER

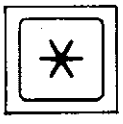
■ *Receiving a Call*

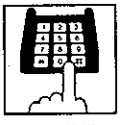
If you want to record a calling party's account code in a SMDR, follow the below-mentioned procedure.

Within 30 seconds after calling party hangs up,


FLASH HOOKSWITCH


DIAL "✳"


AGAIN


DIAL THE ACCOUNT CODE

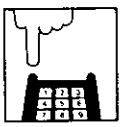
- *Dialing the account code must be done before hanging up.*

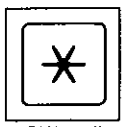
Option Mode

■ *Making or Receiving a Call*

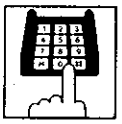
If you want to record a calling or called party's account code in a SMDR, follow the below-mentioned procedure.

Within 30 seconds after calling party hangs up,


FLASH HOOKSWITCH


DIAL "✳"

AGAIN


DIAL THE ACCOUNT CODE
(Account code is 4 digits.)

- *Dialing the account code must be done before hanging up.*

- *You may dial 49 instead of pressing the [✳] [✳] button.*
- *You may dial 81 through 86 instead of dialing 9.*
- *Account code must be 4 numerical digits except for the [#] and [✳] buttons.*
- *If you enter a wrong account code, press the [✳] [✳] button and enter a correct code.*

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

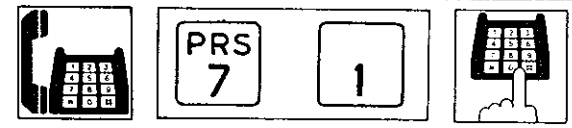
Call Forwarding *(see page 4-36)*

Description

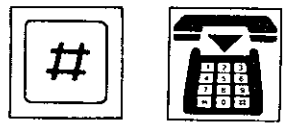
All outside or intercom calls to your extension can be forwarded to another extension automatically during your absence.

Operation

Setting

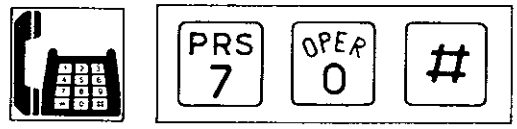


LIFT THE HANDSET — DIAL "71" — DIAL THE EXTENSION NUMBER



DIAL "#" — HANG UP

To Cancel



LIFT THE HANDSET — DIAL "70#"

HANG UP

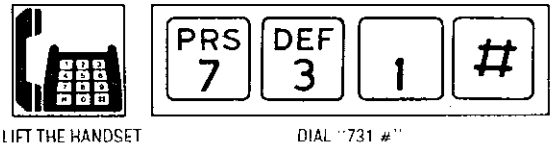
Dial Call Pickup Deny *(see page 4-35)*

Description

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

Operation

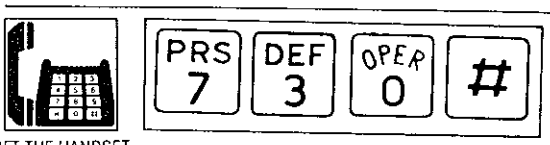
Setting



LIFT THE HANDSET — DIAL "731 #"

HANG UP

To Cancel



LIFT THE HANDSET — DIAL "730 #"

HANG UP

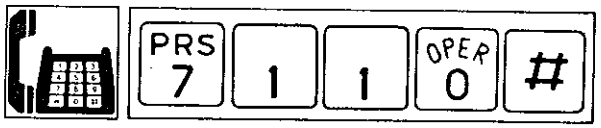
Do not Disturb *(see page 4-38)*

Description

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

Operation

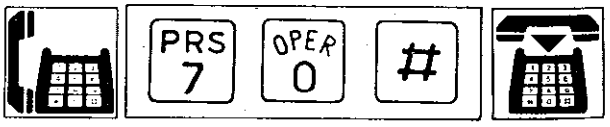
Setting



LIFT THE HANDSET — "7110#"

HANG UP

To Cancel



LIFT THE HANDSET — DIAL "70#" — HANG UP

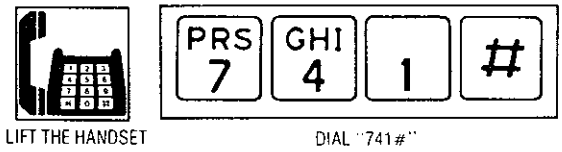
Data Line Security (see page 4-39)

Description

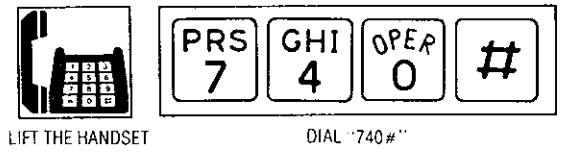
This feature provides security when transmitting data through an extension of the KX-T61610. Call waiting or hold time reminder tone from KX-T61610 are prohibited in this mode.

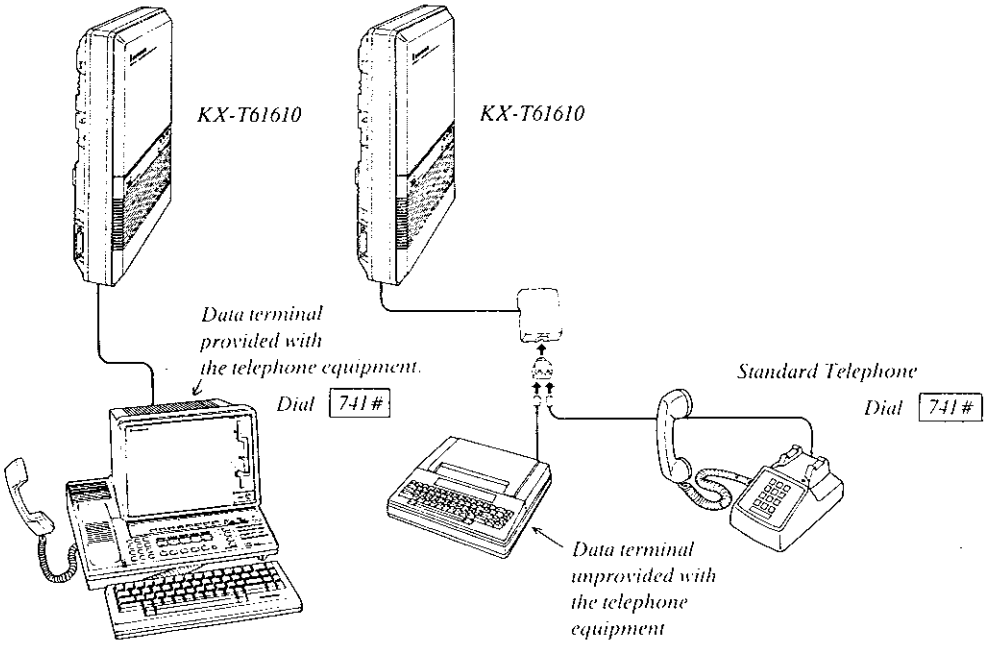
Operation

Setting



To cancel





- *This mode cannot prevent external call waiting tone from coming into KX-T61610 system. We recommend that this mode is established on a line which has no special telephone company services.*

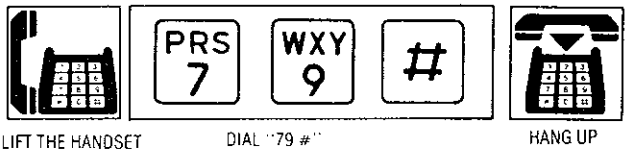
Station Program Clear (see page 4-41)

Description

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

Call Forwarding
Data Line Security
Dial Call Pickup Deny
Do not Disturb
Pickup Dial (enable mode)

Operation



Pickup Dial

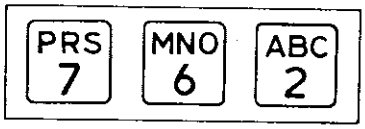
Description

Picking up the handset automatically dials a programmed phone number.

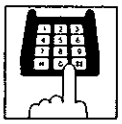
Operation

To Program

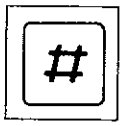
LIFT THE HANDSET



DIAL "762"



DIAL EXTENSION NUMBER



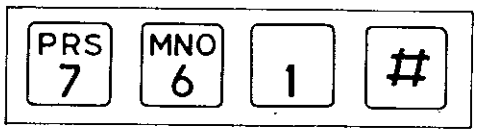
DIAL (#)

- *You may dial CO number (9 or 81 through 86) instead of extension number.*

To Enable or Disable

To enable pickup dial

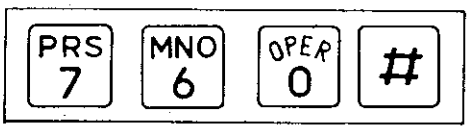
LIFT THE HANDSET



DIAL "761#"

To disable pickup dial

LIFT THE HANDSET



DIAL "760#"

To Dial

PICKUP HANDSET FOR 4-SECONDS

If the "Pickup Dial" feature does not work, hang up for over 1 second, and lift the handset again.

- *A rotary phone is not available for Pickup Dial.*
- *Dialing (speed dialing and manual dialing) is possible within 3 seconds.*
- *When you program an outside dialing, enter line access number, [*][*], account code, and then the desired number.*
- *The pickup dial will not be activated by picking up handset during a hold or when receiving a call.*
- *You can not dial "0" instead of pressing the "#" button.*

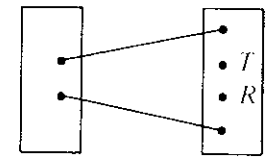
TROUBLESHOOTING

During Installation

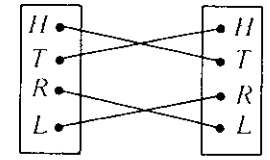
PROBLEM	PROBABLE CAUSE	POSSIBLE SOLUTION
Extension does not operate.	*Bad connection between the system and extension*	*Take that extension and plug it into the same extension port using a short telephone cord. If telephone does not work, connection between the system and the extension must be repaired.*
	The system program switch of the KX-T61610 is set to PROGRAM.	*Set to SET except when programming.*
	A telephone with an A-A1 relay is connected.	*Use a 2 wires cord. Set the A-A1 relay switch of the telephone to OUT or OFF.*
	Bad extension	*Take that extension and plug it into another extension port that is working. If the telephone does not work, replace the phone.*
Improper reset operation		*Press the Reset Button.*
Call is disconnected during connection operation.	*Instantaneous drop of DC voltage from Central Office (or host PBX) when in operation (connection between C.O. and system.)*	*Program for a no CPC signal (CPC means Calling Party Control) Set the calling party control signal to "DISABLE". Refer to page 3-47.*
Noise in external paging	*Induced noise on the wire between the System and the Amplifier.*	*Use a shielded cable as the connection wire between the System and Amplifier. A short shielded cable is recommended.*
Volume distortion from external music source	*Excessive input level from external music source*	*Decrease the Output level of the external music source by using the Volume Control on the music source.*
Speed dialing or One Touch Dialing does not function.	*Bad programming*	*Enter the line access code (9 or 81 through 86) into programming.*
A dial tone (short tone continuously) was heard and telephone line hung up at once when accessing an outside during the speakerphone mode.	*The host PBX may have caused the line to hang up when the KX-T61610 was connected to it.*	*Use the handset instead of the speakerphone.*

During Connection

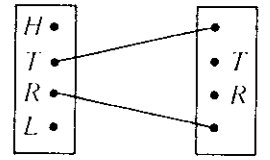
1. Connection between the Central Office and the KX-T61610

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 2-conductor wiring.*

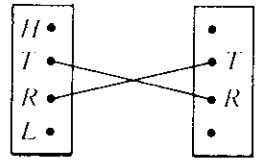
2. Connection between the KX-T61610 and the extensions (KX-T61630, KX-T61620, KX-T30820 and KX-T30830)

PROBLEM	CAUSE	SOLUTION
Cannot make calls when the SP-Phone button on the KX-T61620 (and KX-T61630, KX-T30820, 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-T61610 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-T61610, set the A-A1 relay switch of the telephone to OFF.*

4. Connection between the KX-T61610 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

PROBLEM	PROBABLE CAUSE	POSSIBLE SOLUTION
Extension does not operate.	*The Power failure switch of the KX-T61630 or KX-T30830 is set to ON.*	*Set the Power failure switch to OFF.*
When using the speakerphone mode, nothing is heard.	*The HANDSET/ HEADSET selector of the KX-T61630 or KX-T30830 is set to the "HEADSET" position.*	*When the headset is not used, set the HANDSET/ HEADSET selector to the "HANDSET" position.*
The unit does not ring.	*Ringer Volume Selector is set to "OFF".*	*Set to "HIGH" or "LOW".*
During a power interruption, extensions 11 through 26 do not operate.	• *The Power failure switch of the KX-T61630 or KX-T30830 is set to OFF.* • *The dialing mode (tone or pulse) is improper.* • *KX-T61620, KX-T61650, KX-T30820 or KX-T30850 is connected.*	• *Set the Power failure switch to ON.* • *Set the Tone/Pulse switch to the other position.* • *Disconnect KX-T61620, KX-T61650, KX-T30820 or KX-T30850 and connect the KX-T61630, KX-T30830 or a standard telephone.*

Reset Button

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

- *Before using the Reset Button, try the system feature again which does not work several times to confirm there definitely is 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.

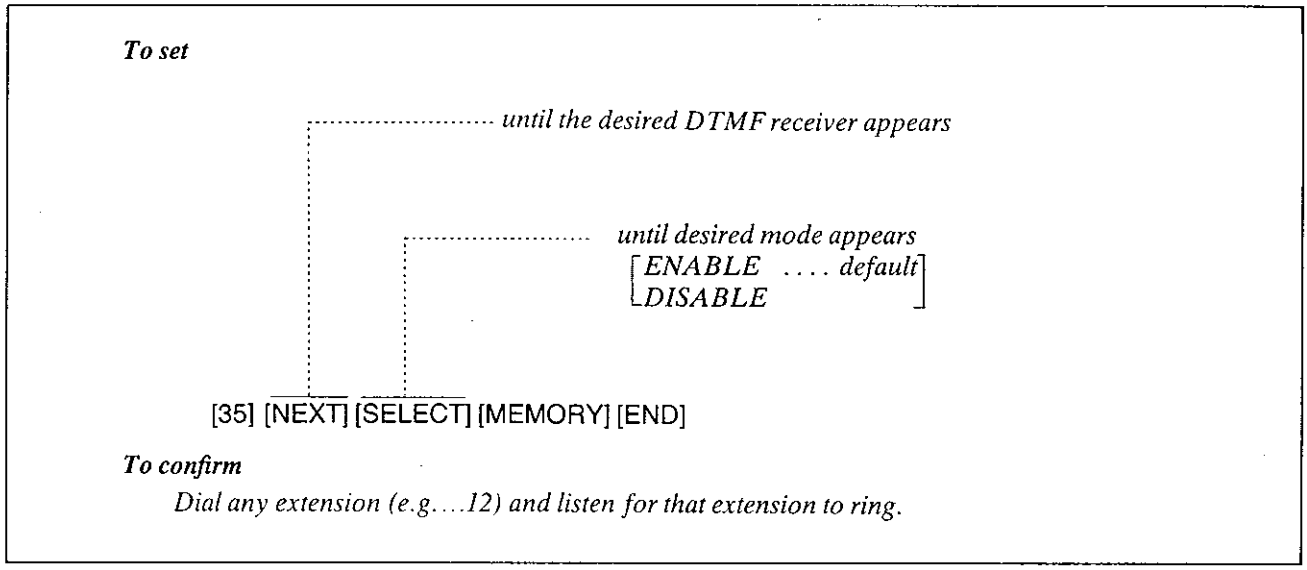
If there still is no difference, switch the power off and on again after 5 minutes. If the system still does not work, switch the power off.

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
Extension 14...C.O.4
Extension 15...C.O.5
Extension 16...C.O.6

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 (35) to enter the DTMF mode.*
   "DTMF RECVER 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-T61630) switch to the TONE position.*
2. *Set the POWER FAILURE (located on the rear of KX-T61630) 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 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

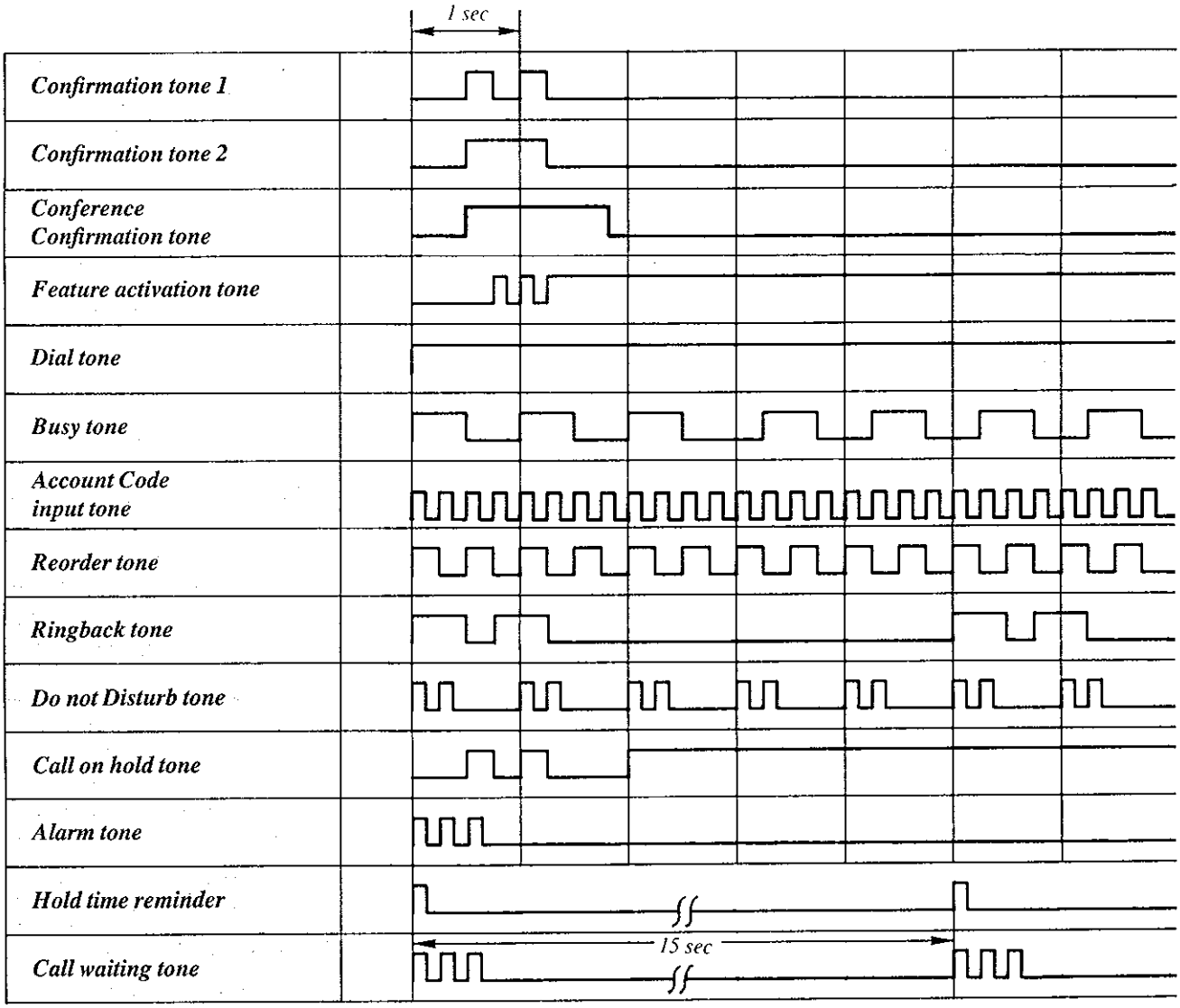
- *"DISABLE" can not be established on both DTMF Receivers 1 and 2, at the same time.*

Table of System Features

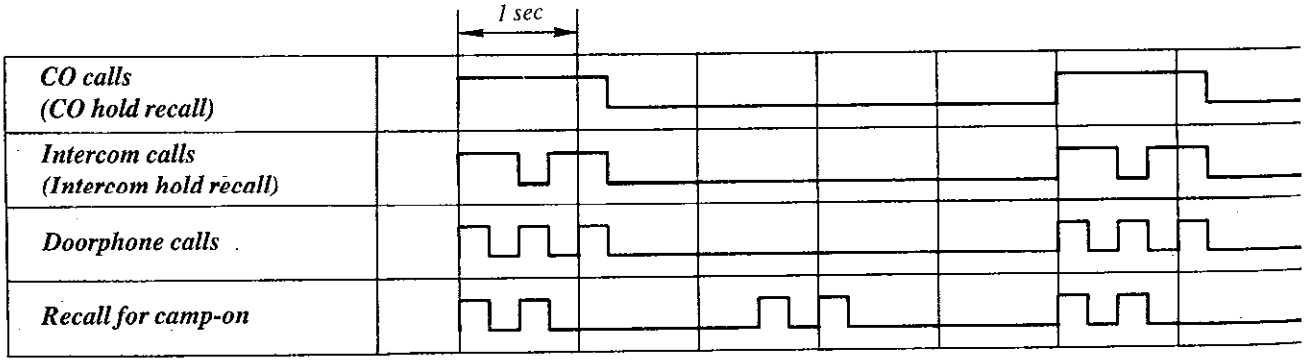
The following system features can be programmed into memory.

Dial Plan Code	*System Features*
Extension no. (11 through 26)	*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 , DEF 3 MNO 6 , DEF 3 PRS 7 *or* DEF 3 TUV 8	*Paging Group 1, 2, 3 or 4*
GHI 4 OPER 0	*Dial Call Pickup*
GHI 4 *Extension no. (11 through 26)*	*Directed Call Pickup*
GHI 4 DEF 3	*Paging Answer*
JKL 5 *Extension no. (11 through 26)* *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 26)* #	*Call Forwarding*
PRS 7 1 1 OPER 0 #	*Do Not Disturb*
PRS 7 ABC 2 1 #	*Auto CO Hunting*
PRS 7 ABC 2 OPER 0 #	*Cancelling Auto CO Hunting*
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



LIST OF RING TONES



OTHERS

- *Keep the unit away from heating appliances and electrical noise generating devices such as fluorescent lamps, motors and television. These noise sources can interfere with the performance of the EASA-PHONE.*

- *This unit should be kept free of dust, moisture, high temperature and vibration, and should not be exposed to direct sunlight.*

- *Never attempt to insert wires, pins, etc. into the vents or other holes of this unit.*

- *If there is trouble, disconnect the unit from the telephone line. Plug the telephone directly into the telephone line. If the telephone operates properly, do not reconnect the unit to the line until the trouble has been repaired by an authorized Panasonic Factory Service Center. If the telephone does not operate properly, chances are that the trouble is in the telephone system, and not in the unit.*

- *Do not use benzine, thinner, or similar solvents. Do not use abrasive powder to clean the cabinet. Wipe it with a soft cloth.*

"WARNING—This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instructions manual, may cause interference to radio communications.

Operation of this equipment in a residential area is likely to cause interference in which case the user at his own expense will be required to take whatever measures may be required to correct the interference."

WARNING: *TO PREVENT FIRE OR SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR MOISTURE.*

SPECIFICATION

General Description

1. Capacity	Outsides (CO)	6	
	Stations	16	
2. Control Method	Stored Program CPU: 8 bits CPU, 4 bits CPU Control ROM: 64 KB, Control RAM: 16 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, ±7 V, ±15 V, −26 V	
	Power Failure	•6 outsides assigned to stations (1 through 6)...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. Intercom paths	4		
7. Connector	Outsides (CO)	Modular Jack	
	Station	Modular Jack	
	Paging Output	Pin Jack (RCA JACK)	
	External Music Input	two-conductors Jack (MINI JACK 3/32 inch diameter)	
8. EXT Connection	Cable	1 pair wire (Standard Telephone) 2 pair wire (KX-T61630/KX-T61620/KX-T6165 KX-T30830/KX-T30820/KX-T30850)	
9. SMDR (Station Message Detail Recording)	Interface	RS-232C	
	Output Equipment	Printer, Data Terminal	
	Detail Recording	Date, Time, Ext. Number, CO Number, Calling Number, Calling Time, Account Code	

Characteristics

1. Station Loop Limit	KX-T61630/KX-T61620/KX-T61650/ KX-T30830/KX-T30820/KX-T30850	40 ohms
	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-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850) or 1 (Standard telephone)	
4. Ring Voltage	90 Vrms at 20 Hz depends on Ringing Load	
5. Primary Power	230 VAC, 50 Hz	
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◄

CO	TEL NO.	NOTE	CO	TEL NO.	NOTE
1			4		
2			5		
3			6		

►EXTENSION NUMBER◄

No.	NAME	NOTE	No.	NAME	NOTE
11			19		
12			20		
13			21		
14			22		
15			23		
16			24		
17			25		
18			26		

►SPEED DIALING◄

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 DIALING◄

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 Setting	[00]	[NEXT] [A] [⇨] [SELECT] [⇨] [B] [⇨] [SELECT] [⇨] [C] [⇨] [D] [⇨] [SELECT] [MEMORY] [END] *year* *month* *day* *day of the week* *hour* *minute* *AM/PM*
System Speed Dialing Entry	[01] or [AUTO]	[SELECT] [NEXT] [AB] [CD] [phone number] [MEMORY] [END] [9]: *automatic line access number* [81] through [86]: *outside line access number* *speed access code [00 through 99]* • *There is the phone number directory on page 6-9.*
DSS Console Assignment	[02]	[NEXT] [AB] [⇨] [CD] [⇨] [EF] [⇨] [GH] [MEMORY] [END] *Telephone extension number paired with console 2* *Console 2 extension number* *Telephone extension number paired with console 1* *Console 1 extension number*
CO Connection Assignment	[03]	[NEXT] [NEXT] [SELECT] [MEMORY] [END] *CONNECT/NO CONNECT* *until the desired CO number appears*
Dial Mode (Tone/ Pulse) Selection	[04]	[NEXT] [NEXT] [SELECT] [MEMORY] [END] *TONE/PULSE* *until the desired CO number appears*
Switching Mode (Day/Night Service)	[05]	[NEXT] [SELECT] [MEMORY] [END] *MAN/AUTO*
Starting Time (Day/Night Service)	[06]	[NEXT] [A] [⇨] [B] [⇨] [SELECT] [MEMORY] [NEXT] [C] [⇨] [D] [⇨] [SELECT] [MEMORY] [END] *minute* *AM/PM* *starting time for day service (hour)* *minute* *AM/PM* *starting time for night service (hour)*

	Console 1	Telephone paired with console 1
Extension number		

	Console 2	Telephone paired with console 2
Extension number		

	Default	To make program change					
CO (s)	all CO's	1	2	3	4	5	6
Connect	×						
No connect							

	Default	To make program change					
CO (s)	all CO's	1	2	3	4	5	6
Pulse mode	×						
Tone (DTMF) mode							

	Default	To make program change
Manual	×	
Automatic		

	Default	To make program change
Day Plan	9:00 AM	
Night plan	5:00 PM	

TO SET	PROGRAM ADDRESS	STEPS REQUIRED TO CHANGE PROGRAM
Flexible Day Outward Dialing Assignment	[07]	[NEXT] [NEXT] [C...E] [MEMORY] [END] *CO number* *until the desired extension number appears*

	Default	To make program change															
Extensions	all extensions	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
CO 1	×																
CO 2	×																
CO 3	×																
CO 4	×																
CO 5	×																
CO 6	×																

Flexible Night Outward Dialing Assignment	[08]	[NEXT] [NEXT] [C...E] [MEMORY] [END] *CO number* *until the desired extension number appears*

	Default	To make program change															
Extensions	all extensions	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
CO 1	×																
CO 2	×																
CO 3	×																
CO 4	×																
CO 5	×																
CO 6	×																

Flexible Day Ringing Assignment	[09]	[NEXT] [NEXT] [C...E] [MEMORY] [END] *CO number* *until the desired extension number appears*

	Default	To make program change															
Extensions	all extensions	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
CO 1	×																
CO 2	×																
CO 3	×																
CO 4	×																
CO 5	×																
CO 6	×																

Flexible Night Ringing Assignment	[10]	[NEXT] [NEXT] [C...E] [MEMORY] [END] *CO number* *until the desired extension number appears*

	Default	To make program change															
Extensions	all extensions	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
CO 1	×																
CO 2	×																
CO 3	×																
CO 4	×																
CO 5	×																
CO 6	×																

Toll Restriction— Class Assignment	[11]	[NEXT] [NEXT] [SELECT] [MEMORY] [END] *CLASS 1/2/3* *until the desired extension number appears*

	Default	To make program change															
Extensions	all extensions	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
Class 1	×																
Class 2																	
Class 3																	

TO SET	PROGRAM ADDRESS	STEPS REQUIRED TO CHANGE PROGRAM
Toll Restriction— Area Code Selection	[12]	[NEXT] [AB] [C] [MEMORY] [END] ([SELECT]) [AB] — *area code with 3 digits* [C] — *Memory location number*

	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																				

Automatic Answering (Automatic/ Manual) Selection	[13]	[NEXT] [NEXT] [SELECT] [MEMORY] [END] [NEXT] — *AUTO ANSWER/MAN ANSWER* [NEXT] — *until the desired extension number appears*																		

	Default	*To make program change*															
Extensions	*all extensions*	*11*	*12*	*13*	*14*	*15*	*16*	*17*	*18*	*19*	*20*	*21*	*22*	*23*	*24*	*25*	*26*
Automatic	×																
Manual																	

Host PBX Access Codes Assignment	[14]	[NEXT] [NEXT] [A...D] [MEMORY] [END] [A...D] — *up to four outside access codes each with a maximum of 2 digits* [NEXT] — *until the desired CO numbers appears*																		

CO	*Outside access codes of the host PBX*			
1				
2				
3				
4				
5				
6				

Preferred CO Line Assignment	[15]	[NEXT] [NEXT] [SELECT] [MEMORY] [END] [NEXT] — • • • • *(none)/CO 1/CO 2/CO 3/CO 4/CO 5/CO 6* [NEXT] — *until the desired extension number appears*																		

	Default	*To make program change*															
Extensions	*all extensions*	*11*	*12*	*13*	*14*	*15*	*16*	*17*	*18*	*19*	*20*	*21*	*22*	*23*	*24*	*25*	*26*
• • • • *(none)*	×																
CO 1																	
CO 2																	
CO 3																	
CO 4																	
CO 5																	
CO 6																	

Programmable Call Waiting	[16]	[NEXT] [NEXT] [SELECT] [MEMORY] [END] [NEXT] — *EXT.-OFF, CO-OFF/EXT.-ON, CO-OFF/EXT.-OFF, CO-ON/EXT.-ON, CO-ON* [NEXT] — *until the desired extension number appears*																		

	Default	*To make program change*															
Extensions	*all extensions*	*11*	*12*	*13*	*14*	*15*	*16*	*17*	*18*	*19*	*20*	*21*	*22*	*23*	*24*	*25*	*26*
EXT.-OFF, CO-OFF	×																
EXT.-ON, CO-OFF																	
EXT.-OFF, CO-ON																	
EXT.-ON, CO-ON																	

TO SET / PROGRAM ADDRESS / STEPS REQUIRED TO CHANGE PROGRAM

Delayed Ringing Assignment — [17]

[NEXT] [NEXT] [A...F] [MEMORY] [END]
- [A...F]: dial the CO number
- [NEXT]: until the desired extension number appears

Extensions	Default: all extensions	To make program change: 11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
• • • (none)	×																
CO 1																	
CO 2																	
CO 3																	
CO 4																	
CO 5																	
CO 6																	

Delayed Ringing Count Selection — [18]

[NEXT][SELECT][MEMORY][END]
- [SELECT]: AFTER 1 RING/AFTER 2 RINGS/AFTER 3 RINGS/AFTER 4 RINGS

	Default	To make program change
After 1 ring		
After 2 rings	×	
After 3 rings		
After 4 rings		

Intercom Alerting Mode — [19]

[NEXT] [NEXT] [SELECT] [MEMORY] [END]
- [SELECT]: TONE CALL/VOICE CALL
- [NEXT]: until the desired extension number appears

Extensions	Default: all extensions	To make program change: 11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
Tone call	×																
Voice call																	

Programmable Doorphone — [20]

[NEXT] [NEXT] [SELECT] [MEMORY] [END]
- [SELECT]: D-PHONE 1, 2/1/2/ • • • (deny the ringing)
- [NEXT]: until the desired extension number appears

Extensions	Default: all extensions	To make program change: 11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
Doorphone 1	×																
Doorphone 2	×																
Deny the ringing																	

Dial Call Pickup Group Assignment — [21]

[NEXT] [NEXT] [A...D] [MEMORY] [END]
- [A...D]: dial the pickup group number
- [NEXT]: until the desired extension number appears

Extensions	Default: all extensions	To make program change: 11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
Pickup Group 1	×																
Pickup Group 2																	
Pickup Group 3																	
Pickup Group 4																	

Account Code Input Mode — [22]

[NEXT] [NEXT] [SELECT] [MEMORY] [END]
- [SELECT]: OPTION/FORCED
- [NEXT]: until the desired extension number appears

Extensions	Default: all extensions	To make program change: 11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
Option	×																
Forced																	

TO SET	PROGRAM ADDRESS	STEPS REQUIRED TO CHANGE PROGRAM
Duration Time Count Start Mode	[23]	[NEXT] [SELECT] [MEMORY] [END] └--- *INSTANTLY/5S AFTER DIAL/10S AFTER DIAL*

	Default	To make program change
Instantly		
5S after dial	×	
10S after dial		

SMDR Communication Parameters [24]

(Carriage return for a new line)

[NEXT][SELECT][MEMORY]
└--- *CR+LF/CR*

	Default	To make program change
CR+LF	×	
CR		

(Baud rate)

[NEXT][SELECT][MEMORY]
└--- *110B/150B/300B/600B/1200B/2400B/4800B/9600B*

	110B	150B	300B	600B	1200B	2400B	4800B	9600B
Default					×			
To make program change								

(Word length)

[NEXT][SELECT][MEMORY]
└--- *7 BITS/8 BITS*

	Default	To make program change
7 BITS	×	
8 BITS		

(Parity)

[NEXT][SELECT][MEMORY]
└--- *NONE/MARK/SPACE/EVEN/ODD*

	None	Mark	Space	Even	Odd
Default		×			
To make program change					

(Stop bit length)

[NEXT][SELECT][MEMORY]
└--- *1 BIT/2 BITS*

	Default	To make program change
1 BIT	×	
2 BITS		

(Page length)

[NEXT][AB][MEMORY]
└--- *4 through 99 lines*

	Default	To make program change
Lines per page	*66*	

(Skip perforation)

[NEXT][AB][MEMORY][END]
└--- *0 through 95 lines*

	Default	To make program change
Skipping lines	*0*	

<table>
<tr><th>TO SET</th><th>PROGRAM ADDRESS</th><th>STEPS REQUIRED TO CHANGE PROGRAM</th></tr>
<tr><td>System Data Dump</td><td>[25]</td><td>•SYSTEM PARA
•SPEED DIAL
•ALL PARA
•STOP OUTPUT

[NEXT][SELECT][MEMORY][END]
└---------- SYSTEM PARA/CO PARA/EXT PARA/SPEED DIAL
ALL PARA/STOP OUTPUT

•CO PARA
[NEXT][SELECT][MEMORY][A][END]
└----- dial CO number
└------ until the CO PARA appears

•EXT PARA
[NEXT][SELECT][MEMORY][AB][END]
└----- dial extension number
└------ until the EXT PARA appears</td></tr>
<tr><td>SMDR Incoming/ Outgoing Selection</td><td>[26]</td><td>[NEXT][SELECT][MEMORY][NEXT][SELECT][MEMORY][END]
└--- OUTGOING: ON/OFF └----- INCOMING: ON/OFF
<table><tr><th></th><th colspan="2">Outgoing</th><th colspan="2">Incoming</th></tr><tr><th></th><th>ON</th><th>OFF</th><th>ON</th><th>OFF</th></tr><tr><td>Default</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></tr></table></td></tr>
<tr><td>Hold Time Reminder</td><td>[27]</td><td>[NEXT] [SELECT] [MEMORY] [END]
└------ 1 MIN/2 MIN...../9 MIN
<table><tr><th></th><th colspan="9">minutes</th></tr><tr><th></th><th>1</th><th>2</th><th>3</th><th>4</th><th>5</th><th>6</th><th>7</th><th>8</th><th>9</th></tr><tr><td>Default</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></tr></table></td></tr>
<tr><td>Hold Recall Time Set</td><td>[28]</td><td>[NEXT] [SELECT] [MEMORY] [END]
└------- 30 SEC/1 MIN/1.5 MIN/2 MIN/DISABLE
<table><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><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></table></td></tr>
<tr><td>Programmable External Paging Access Tone</td><td>[29]</td><td>[NEXT] [SELECT] [MEMORY] [END]
└------- ENABLE/DISABLE
<table><tr><th></th><th>Default</th><th>To make program change</th></tr><tr><td>Enable</td><td>×</td><td></td></tr><tr><td>Disable</td><td></td><td></td></tr></table></td></tr>
</table>

TO SET	PROGRAM ADDRESS	STEPS REQUIRED TO CHANGE PROGRAM
Programmable secret Speed Dial	[30]	[NEXT] [SELECT] [MEMORY] [END] └--- *NO SECRET/ SECRET*

	Default	To make program change
No secret	×	
Secret		

Hookswitch Flash Timing	[31]	[NEXT] [NEXT] [SELECT] [MEMORY] [END] └---- *300 MS/600 MS/900 MS* └---- *until the desired CO number appears*

	Default	To make program change					
CO(s)	*all CO's*	*1*	*2*	*3*	*4*	*5*	*6*
300 msec							
600 msec	×						
900 msec							

Disconnect Time	[32]	[NEXT] [NEXT] [SELECT] [MEMORY] [END] └---- *1.5 SEC/4.0 SEC* └-- *until the desired CO number appears*

	Default	To make program change					
CO(s)	*all CO's*	*1*	*2*	*3*	*4*	*5*	*6*
1.5 sec	×						
4.0 sec							

Calling Party Control (CPC) Signal	[33]	[NEXT] [NEXT] [SELECT] [MEMORY] [END] └----- *ENABLE/DISABLE* └-- *until the desired CO number appears*

	Default	To make program change					
CO(s)	*all CO's*	*1*	*2*	*3*	*4*	*5*	*6*
Enable	×						
Disable							

DSS Button Mode	[34]	[NEXT] [SELECT] [MEMORY] [END] └------ *WITHOUT TRANSFER/WITH TRANSFER*

	Default	To make program change
Without transfer	×	
With transfer		

DTMF Receiver Check	[35]	[NEXT] [SELECT] [MEMORY] [END] └---- *ENABLE/DISABLE* └-- *until the desired DTMF receiver appears*

	Default	To make program change	
DTMF receiver	*1, 2*	*1*	*2*
Enable	×		
Disable			

TO SET	PROGRAM ADDRESS	STEPS REQUIRED TO CHANGE PROGRAM
Transfer Recall Time	[36]	[NEXT] [SELECT] [MEMORY] [END] └- - - - *30 SEC/15 SEC* | | *Default* | *To make program change* | | *30 sec* | × | | | *15 sec* | | |
M3/FWD Selection	[37]	[NEXT][NEXT][SELECT][MEMORY][END] └- - - - *FEATURE KEY/FWD, DND KEY* └- - - *until the desired extension number appears* | | *Default* | *To make program change* | | *Extensions* | *all extensions* | *11* | *12* | *13* | *14* | *15* | *16* | *17* | *18* | *19* | *20* | *21* | *22* | *23* | *24* | *25* | *26* | | *Feature key* | × | | | | | | | | | | | | | | | | | | *FWD/DND key* | | | | | | | | | | | | | | | | | |
Programmable Executive Override	[38]	[NEXT][NEXT][SELECT][MEMORY][END] └ *ENABLE/DISABLE* └ *until the desired mode appears* | | *Default* | *To make program change* | | *Extensions* | *all extensions* | *11* | *12* | *13* | *14* | *15* | *16* | *17* | *18* | *19* | *20* | *21* | *22* | *23* | *24* | *25* | *26* | | *Disable* | × | | | | | | | | | | | | | | | | | | | *Enable* | | | | | | | | | | | | | | | | | |
Automatic Designated CO Line Access	[39]	[NEXT][NEXT][C...E][MEMORY][END] └ *dial the CO number* └ *until the desired extension number appears* | | *Default* | *To make program change* | | *Extensions* | *all extensions* | *11* | *12* | *13* | *14* | *15* | *16* | *17* | *18* | *19* | *20* | *21* | *22* | *23* | *24* | *25* | *26* | | *CO 1* | × | | | | | | | | | | | | | | | | | | | *CO 2* | × | | | | | | | | | | | | | | | | | | | *CO 3* | × | | | | | | | | | | | | | | | | | | | *CO 4* | × | | | | | | | | | | | | | | | | | | | *CO 5* | × | | | | | | | | | | | | | | | | | | | *CO 6* | × | | | | | | | | | | | | | | | | | |
Programmable Call Waiting Tone	[40]	[NEXT][NEXT][SELECT][MEMORY][END] └ *TONE 1/TONE 2* └ *until the desired extension number appears* | | *Default* | *To make program change* | | *Extensions* | *all extensions* | *11* | *12* | *13* | *14* | *15* | *16* | *17* | *18* | *19* | *20* | *21* | *22* | *23* | *24* | *25* | *26* | | *Tone 1* | × | | | | | | | | | | | | | | | | | | | *Tone 2* | | | | | | | | | | | | | | | | | |
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 will not function this mode.)
- *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 while 1st party is on hold
  Flash hookswitch 3
- *Call waiting:* Flash hookswitch Hang up
  Lift handset
- *Call transfer:* Flash hookswitch extension no.

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 will not function this mode.)
- *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 while 1st party is on hold
  Flash hookswitch 3
- *Call waiting:* Flash hookswitch Hang up
  Lift handset
- *Call transfer:* Flash hookswitch extension no.

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 will not function this mode.)
- *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 while 1st party is on hold
  Flash hookswitch 3
- *Call waiting:* Flash hookswitch Hang up
  Lift handset
- *Call transfer:* Flash hookswitch extension no.

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 will not function this mode.)
- *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 while 1st party is on hold
  Flash hookswitch 3
- *Call waiting:* Flash hookswitch Hang up
  Lift handset
- *Call transfer:* Flash hookswitch extension no.

Detach this position

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 will not function this mode.)

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 #

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 will not function this mode.)

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 #

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 will not function this mode.)

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 #

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 will not function this mode.)

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 #

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 will not function this mode.)
- *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 while 1st party is on hold
  Flash hookswitch 3
- *Call waiting:* Flash hookswitch Hang up
  Lift handset
- *Call transfer:* Flash hookswitch extension no.

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.
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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 while 1st party is on hold
  Flash hookswitch 3
- *Call waiting:* Flash hookswitch Hang up
  Lift handset
- *Call transfer:* Flash hookswitch extension no.

Detach this position

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 will not function this mode.)
- *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 while 1st party is on hold
  Flash hookswitch 3
- *Call waiting:* Flash hookswitch Hang up
  Lift handset
- *Call transfer:* Flash hookswitch extension no.

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.
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  (A rotary phone will not function this mode.)
- *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 while 1st party is on hold
  Flash hookswitch 3
- *Call waiting:* Flash hookswitch Hang up
  Lift handset
- *Call transfer:* Flash hookswitch extension no.

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 will not function this mode.)

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 #

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 will not function this mode.)

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 #

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 will not function this mode.)

STATION PROGRAMMING

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

- *Call forwarding*
  - *Setting:* 7 1 extension no. #
  - *To cancel:* 7 0 #
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  - *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 #

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 will not function this mode.)

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 #

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:* * 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

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:* * 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 extensió

MIENTRAS SE TIENE UNA CONVERSACIO

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

Cortar aquí

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:* * 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

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:* * 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 extensió

MIENTRAS SE TIENE UNA CONVERSACIO

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

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:* Oir 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 #

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:* Oir 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 #

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:* Oir 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 #

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:* ✳ 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

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:* ✳ 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

Cortar aquí

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:* ✳ 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

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:* ✳ 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

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:* Oir 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 #

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:* Oir 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 #

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:* Oir 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 #

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:* Oir 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 #

إستخدام المميزات الأخرى

- منادات كافة الفروع : 4 3
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- إجابة المنادات : 3 4
- نفوذ الى ميزة خارجية : تومض المفتاح الأنعقافي 0
- حالة التنبيه للهاتف الداخلي : ستسمع نغمة واحدة *
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برمجة المحطة

بامكانك طلب «0» بدلا من كبس زر «#».

- توجيه النداء
  - للتحريض : # رقم الفرع 1 7
  - للتبطيل : # 0 7
- طلب منع إلتقاط النداء
  - للتحريض : # 1 3 7
  - للتبطيل : # 0 3 7
- عدم الأزعاج
  - للتحريض : # 0 1 1 7
  - للتبطيل : # 0 7
- أمان بيانات الخط
  - للتحريض : # 1 4 7
  - للتبطيل : # 0 4 7
- إلغاء برمجة المحطة : # 9 7

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