

#### **Fixed Feature button definition**

Button	Description		
3 Soft	Used in conjunction with fixed and flexible features, and the function changes in relation to call progress, as indicated on the LCD display.		
Page	Used to change more additional functions on the LCD display .		
Trans/PGM	This button is used to initiate a call transfer (TRANS) or to enter programming mode (PGM).		
Speed	Used to access speed dialing, speed programming, save number redial, and last number redial.		
DND	The DND (Do Not Disturb) feature blocks all calls. When DND is active, the red LED in this button is illuminated. When pressed after the Speaker button it is used for setting call forwarding. Used by the attendant to set the Day/Night mode.		
Call Back	A station can initiate a call back request to a busy station. Once that station becomes idle, the initiating station is signaled.		
Mute	Toggle outgoing audio; red LED illuminates.		
Volume	The volume button adjusts the audio levels for ringing, handset and speakerphone functions.		
Speaker	Speaker toggles the speakerphone state, and the red LED is illuminated when the speakerphone is active.		
Hold/Save	This button is used to put a call on hold or save information when programming.		
30 Flexible	Some flexible buttons are pre-programmed in the system for line appearances, loop functions etc. The remaining flexible buttons can be user-programmed.		
Visual Ringing LED	Illuminates when there is a message (in some cases when phone is ringing).		
LCD Display	Displays information about telephone status, dialing directories, and message information.		
Hands-free Microphone	Microphone is used for hands-free speakerphone function.		

### **LDP Keyset User Operation**

#### Receiving calls \_ Answering a Call While Idle :

1. Lift the handset and the call will be connected.

#### Responding to a Call While Busy

- 1. Press [Hold/Save] and/or
- 2. Press the flashing CO line button.

# Answering Calls to Other Stations To answer a call ringing at another station:

- 1. Lift the handset,
- 2. Dial \*77 (Direct Call Pick-Up code),
- Dial the Intercom Number of the ringing station; the call will be connected.

# To answer a call ringing at a station in your group:

- Lift the handset,
- Dial \* \* (Group Call Pick-Up code), the call is connected.

### Using Do-Not-Disturb (DND) to Block Incoming Calls

#### To toggle DND ON and OFF:

1. Press the [DND] button.

### Forwarding calls to another Station or Voice Mail

## To activate Call Forward from your phone to another phone or internal system resource:

- 1. Lift the handset, (or press Speaker)
- 2. Press the [Fwd] Soft button,
- 3. Dial the type of forward code 1-4
- 4. Dial the destination number.

### Placing Intercom calls To place an Intercom call:

- 1. Lift the handset.
- 2. Dial the Intercom number of the desired station,
- 3. On answer or Splash tone, speak to the called party.

## Using Camp-On when calling a busy station To Camp-On (wait off-hook) for a busy station:

1. Press [\*] and wait an answer.

### Using Last Number Redial (LNR)

#### To dial the Last Number for an external call:

- 1. Lift the handset.
- 2. Select the [Redial] Soft button,
- Press [▼ volume ▲] to select from the last 10 numbers dialed,
- Press the [Send] Soft button or [Hold/Save].

#### Using System Speed Dial Numbers To place a call using System Speed Dial:

- 1. Lift the handset,
- 2. Press the [Speed] button,
- 3. Dial the desired System Speed Dial bin number

### Using and Entering Station Speed Dial Numbers

#### To place a call using Station Speed Dial:

- 1. Lift the handset,
- 2. Press [Speed],
- 3. Dial the desired Station Speed Dial bin number

# To enter a Station Speed Dial number with CO Line and Name:

- 1. Press [Trans/PGM],
- 2. Press [Speed],
- 3. Dial the desired Station Speed Dial bin number,
- 4. Select/dial the CO line/group,
- 5. Dial the desired number to be stored,
- 6. Press [Hold/Save],
- Enter the associated name if desired, using the alpha-numeric entry chart,
- 8. Press [Hold/Save].

### To assign a Station Speed Dial number directly to a Flex button:

- 1. Press [Trans/PGM],
- Press the desired [Flexible] button,
- Dial the desired number including CO Line/Group access code
- Press [Hold/Save],
- Enter the associated name if desired, using the Character Entry chart,
- 6. Press [Hold/Save].

### ACNR: To retry a busy external number until answered

#### To set up an ACNR, while on an outgoing call:

- 1. Use the Navigation button to display the next menu and select the [ACNR] Soft button,
- 2. Hang-up handset.

#### To cancel the ACNR request:

1. Press the [ACNR] Soft button.

### Call Transfer: Sending a call to a different destination

#### To Transfer an active call:

- 1. Press [Trans/PGM].
- 2. Call receiving party,
- 3. Hang-up with or without announcement.

# Call Hold: Placing a call in a waiting state To place a call on Hold:

1. Press [Hold/Save].

### Joining Multiple People in a Conference To establish a Conference:

- Establish call with one of the desired conference parties,
- 2. Select the [Conf] Soft button,
- 3. Establish call with the other conference party,
- 4. Select the [Conf] Soft button,
- Select the [Conf] Soft button again to establish the conference.

#### To place a Conference on Hold:

1. Press the [Hold/Save] button.

#### To retrieve the Conference:

1. Select the [Conf] Soft button.

#### To make an External-parties-only Conference:

- 1. Establish conference with two external parties,
- 2. Select the [Conf] Soft button to exit.

#### To enter pre-opened Conference Room:

1. Dial \*59 X where X is the conference room number.

- ▶ Press the [Trans/PGM] button
- ▶ Enter the desired feature code below table

CODE	FUNCTION	CODE	FUNCTION
11	Station Ring Type	51	Set Preselected: Custom Message
12	CO Ring Type		PGM Custom Message
13	13 Answer Mode (Tone, H/free or Privacy)		Activate Conference Room
14	Call Coverage Attribute		De-activate Conference Room
15	Station Ring Download		Monitor Conference Group
19	EAR-Mic. Headset		Speaker, Headset, Bluetooth Mode
21	COS Down (Lock handset)		Headset Ring Mode
22	COS Restore (Unlock handset)	71	LCD Display Language
23	Walking COS	72	MPB Version Details
24	ICR Scenario	73	BGM (Background Music)
25	LIP Keyset Status	74	Register STATION Name
26	Call Profile	75	Display Phone IP Address
31	Message Retrieve Method	77	Display MAC Address
32	Message Retrieve Example	78	Network Configuration
33	User Authorization Register (Password)	79	Display Phone Version
34	DID DISA Call Wait	7*	Display Unlock Key & Add-On Package
35	Choice Executive/Secretary Message	*0	Hot Desk Login
36	Send SMS Message	*6	Set Forced Forward Destination
37	Register Mobile Extension	*7	Forced Forward to Destination
38	Activate Mobile Extension	*8	Register Bluetooth
39	Register Mobile CLI	*9	Bluetooth Usage
30	VM Mobile Notify	**	Hot Desk Log Out
41	Set Wake Up Time	10	Enblock Mode
42	Wake Up Disable		

- ▶ Press the [Trans/PGM] button
- ► Enter the desired feature code below table
- Note: After pressing 0 enter your STN number & password.

CODE	FUNCTION	CODE	FUNCTION
01	Print [Main Menu]	05	Message [Main Menu]
011	SMDR [Sub Menu]	051	Set Preset Custom Message
0111	Print SMDR (STA BASE)	052	DND / FWD / MSG Cancel
0112	Delete SMDR	053	Custom Message Register
0113	0113 Display Call Charge		Monitor Conference Room
0114	4 Abort Printing		Delete Conference Room
0115	Print Lost Call	06	Record Voice Announcements
0116	Delete Lost Call	07	Supplementary [Main Menu]
012	Traffic [Sub Menu]	071	Register Station Name
0121	Print All Summary	072	Isolate CO Fault
0122	Print All Periodic	073	Auto Day/Night/Timed Program
0123	Abort Periodic Print	074	External BGM Port 1
0124	Prtint Attendant Traffic	075	External BGM Port 2
0125	Print Call Summary	076	LCD Display Language
0126	Print Call Hourly	077	PTT Login / Logout
0127	Print Hardware Usage	078	Display CPU Redundancy State
0128	Print CO Summary	079	Font Set
0129	Print CO Hourly	070	Contrast Set
02	COS [Main Menu]	08	Emergency History
021	Set Intercom Only Mode	09	USB [Main Menu]
022	Restore COS	091	USB Upgrade
03	Authorization [Main Menu]	092	USB DB Download
031	Register Authorization	093	USB DB Upload
032	Erase Authorization	0#	WHTU DECT Subscribe (UCP/LIK)
04	Date and Time [Main Menu]	F1	WTU Subscribe Enable
041	Change Date & Time	F2	WTU Unsubscribe
042	LCD Date Mode	F3	AC Code
043	LCD Time Mode	F4	Park Number View
044	Set Wake Up	F5	WTU User Authenticate
045	Disable Wake Up	F6	Park Number Register
046	Network Time & Date (0:off,1:ISDN,2:NTP)		WTU Subs All Data Erase
047	Attendant Hotdesk Login	F8	WTU Subscription Erase
048	Attendant Hotdesk Logout	F9	DECT Mobility