LIABILITY DISCLAIMER

NEC shall not be liable for any direct, indirect, consequential or incidental damages about the use of this equipment, manual or any related materials.

The information in this technical manual is advisory in nature and is subject to change. NEC may make improvements and changes in the products described in this manual without notice.

Changes is periodically made to the information in the new editions. Efforts have been made to ensure that the contents of this manual are correct. Should you find any error, NEC welcomes your comments to improve our communications. Please contact NEC on 1800 036 136.

Contents of this manual are subject to change without prior notice at the discretion of NEC Australia Pty Ltd.

This document has been prepared for the use of employees and customers of NEC Australia Pty Ltd and may not be reproduced without prior written approval of NEC Australia Pty Ltd.
# TABLE OF CONTENTS

## 1. INTRODUCTION
- General .......................................................................................................................... 1
- Face Layout ..................................................................................................................... 2
- Keys And Parts ............................................................................................................... 5
- Icon Display ................................................................................................................... 14
- Menu List ....................................................................................................................... 15
- Simple Operation by Menu Key and Cursor Key ........................................................ 15

## 2. TERMINAL SETUP
- Terminal Setup With the Up/Down Key .......................................................................... 17
- Terminal Setup With the Feature Key ............................................................................ 18

## 3. BASIC OPERATION
- Login (DT700 Series Only) ............................................................................................ 21
- Logout (DT700 Series Only) .......................................................................................... 21
- To Start Security Mode (DT730 Only) .......................................................................... 22
- To Cancel Security Mode ............................................................................................. 22

## 4. FEATURE OPERATION
- Answering Calls ............................................................................................................ 23
- Voice Announce Calls .................................................................................................. 24
- Placing Calls .................................................................................................................. 24
- Microphone Control ..................................................................................................... 27
- Speakerphone Calls ..................................................................................................... 27
- Group Listen ................................................................................................................ 27
- Holding Calls .............................................................................................................. 27
- Transferring Calls ....................................................................................................... 28
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conference</td>
<td>28</td>
</tr>
<tr>
<td>Call Park – System</td>
<td>29</td>
</tr>
<tr>
<td>Station Busy/no Answer Options</td>
<td>29</td>
</tr>
<tr>
<td>Outside Call Dialing Options</td>
<td>32</td>
</tr>
<tr>
<td>Call Pickup</td>
<td>34</td>
</tr>
<tr>
<td>Paging</td>
<td>35</td>
</tr>
<tr>
<td>Background Music</td>
<td>36</td>
</tr>
<tr>
<td>Call Forwarding</td>
<td>37</td>
</tr>
<tr>
<td>Selectable Display Messaging</td>
<td>38</td>
</tr>
<tr>
<td>Station Relocation</td>
<td>39</td>
</tr>
<tr>
<td>Account Code Entry</td>
<td>39</td>
</tr>
<tr>
<td>Automatic Call Distribution (ACD)</td>
<td>40</td>
</tr>
<tr>
<td>5.DIRECTORY OPERATION</td>
<td></td>
</tr>
<tr>
<td>Add New Data</td>
<td>50</td>
</tr>
<tr>
<td>Find Registered Data</td>
<td>51</td>
</tr>
<tr>
<td>Make a Call From Directory</td>
<td>53</td>
</tr>
<tr>
<td>Delete All Directory Data</td>
<td>53</td>
</tr>
<tr>
<td>Delete Specific Directory Data</td>
<td>54</td>
</tr>
<tr>
<td>6.CALL HISTORY OPERATION</td>
<td></td>
</tr>
<tr>
<td>View Call History</td>
<td>56</td>
</tr>
<tr>
<td>Make a Call From Call History</td>
<td>57</td>
</tr>
<tr>
<td>Store Call History Data to Speed Dial</td>
<td>57</td>
</tr>
<tr>
<td>Delete Call History Data</td>
<td>58</td>
</tr>
</tbody>
</table>
1. **INTRODUCTION**

**General**

This guide explains how to operate DT Series (DT310/DT710/DT330/DT730) under the following headings.

**CHAPTER 1 INTRODUCTION**
- Explains the configuration of this guide and contains the following information.
  - Face layout of DT Series
  - Keys and Parts of DT Series
  - Icon Display
  - Menu List

**CHAPTER 2 TERMINAL SETUP**
- Explains the operating procedures for terminal settings of the DT Series.

**CHAPTER 3 BASIC OPERATION**
- Explains the basic operation of DT Series.

**CHAPTER 4 FEATURE OPERATION**
- Explains operating procedures for various Telephony Server features.

**CHAPTER 5 DIRECTORY OPERATION**
- Explains operating procedures for Directory function.

**CHAPTER 6 CALL HISTORY OPERATION**
- Explains operating procedures for Call History.
Face Layout

DT310/DT710 (2-Button without LCD)  DT310/DT710 (6-Button with LCD)

DT710 Model shown above
DT310 (6-Button with LCD)

Note: Security button is equipped on DT730 only.

DT330/DT730 (24-Button with LCD)

Note: Security button is equipped on DT730 only.
DT330/DT730 (32-Button with LCD)

Note: Lock button is equipped on DT730 only.

DT330/DT730 (DESI Less 8-Button)

Note: Lock button is equipped on DT730 only.
### Keys And Parts

**DT310/DT710**  
(2-Button without LCD)

1. **Call Indicator Lamp**  
   Lamp at top corner of DT Series Display flashes when a call terminates to the terminal. On the SV8100, this lamp flashes fast when a call terminates to the terminal and flashes slower when a message has been left.

2. **Programmable Keys**  
   These keys can be programmed as Flexible Line key/Programmable Feature Key by Web/PCPro.

3. **Recall**  
   Press key to finish an outside call and hear the dial tone.

4. **Feature**  
   Used to activate any features as terminal setup functions.

5. **Redial**  
   (Last Number Call, Speed Calling-Station/Group)  
   Press key to activate redial feature.

6. **Conf**  
   Press key to establish a three-way conversation. LED on key lights when key is active.

7. **Answer**  
   When LED on this key is lit, press key to answer a waiting call.

8. **Mic**  
   Press key to respond hands free. LED on this key lights to show the key is activated.

9. **Message**  
   This key shows a message is waiting. Press this key to access the Voice Mail system (if programmed).
(10) **Up/Down**

\((\uparrow \text{DOWN} \& \uparrow \text{UP})\)

Used to adjust speaker/receiver volume, and ringer volume.

- **Speaker/Receiver Volume:**
  Press \((\uparrow)\) or \((\wedge)\) key during conversation.
- **Ringer Volume:**
  Press \((\uparrow)\) or \((\wedge)\) key during ringing.

(11) **Directory**

Press key to activate speed calling - system feature (PROGRAMMABLE).

(12) **Speaker**

Controls the built-in speaker which can be used for Hands Free dialing/monitoring. LED on key lights when key is active.

DT310 supports half duplex handsfree. DT330 supports half/full duplex handsfree.

(13) **Transfer**

Allows the station user to transfer established calls to another station, without attendant assistance.

(14) **Hold**

Press this key to place an internal or external call on hold.
1. **Security Button (DT730 only)**
   The user can prevent information leakage from terminal by simple operation.

2. **Call Indicator Lamp**
   On the SV8100, this lamp flashes fast when a call terminates to the terminal and flashes slower when a message has been left.

3. **LCD (Note 1)**
   LCD (Liquid Crystal Display) provides DT Series activity information plus data, time and Softkey Operation.

   The LCD on DT310/DT710 has 24-character/28-character, 3-line capability.

   The LCD on DT330/DT730 has 28-character, 4-line capability. Top line is used exclusively for the status icons.
(4) Exit
The user can exit from a screen mode by pressing this key.

(5) Softkeys
Any feature shown at the bottom of the LCD is available. The appropriate feature key is displayed on the screen according to the call handling process.

(6) Help
The user can press this key followed by a programmable key to check what Line or Programmable Feature is programmed on the key.

(7) Programmable Keys
These keys can be programmed as Flexible Line key/Programmable Feature Key by the Telephony Server Administrator. For the SV8100, the programmable keys can be set by Web/PCPro and the user can also set them.

(8) Recall
Press key to finish an outside call and hear the dial tone.

(9) Feature
Used to activate any features as terminal setup functions.

(10) Answer
When LED on this key is lit, press key to answer a waiting call.

(11) Mic
Press this key to respond hands free.

(12) Menu
From this key, the user can access to the functions not normally used (such as terminal settings, downloads and access to XML applications) easily.

(13) Cursor
By using this Key, DT Series user can access various features with simple operation.

Two lines of menu items can be displayed at a time. Use "Up" or "Down" key to scroll to the item.
Note: DT310/DT710 (2-Button without LCD) does not have the Cursor Key. DT310 (6-Button with LCD) also does not have the Cursor Key.

(14)Enter
DT330/DT730 Series has Shortcut Menu for frequently-used features. The user can access to Shortcut Menu by pressing Enter Key.

Note: DT310/DT710 Series does not support the Shortcut Menu.

Shortcut Menu includes the following features.

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Missed Call</td>
<td>Access to history of Missed Call.</td>
</tr>
</tbody>
</table>

(15)Redial
(15)Redial (Last Number Call, Speed Calling-Station/Group)
Press key to activate redial feature. Press redial and scroll back through numbers that have been dialed. When the desired number is displayed, press the # key to activate dialing.

(16)Speaker
Controls the built-in speaker which can be used for Hands Free dialing/monitoring. LED on key lights when key is active. DT310 supports half duplex handsfree. DT330 supports half/full duplex handsfree.

(17)Transfer
Allows the station user to transfer established calls to another station, without attendant assistance.

(18)Hold
Press this key to place an internal or external call on hold.

Note 1: Not equipped on DTL-2E-1/ITL-2E-1.
1. **Security Button (DT730 only)**
The user can prevent information leakage from terminal by simple operation.

2. **Call Indicator Lamp**
On the SV8100, this lamp flashes fast when a call terminates to the terminal and flashes slower when a message has been left.

3. **LCD (Note 1)**
LCD (Liquid Crystal Display) provides DT Series activity information plus data, time and Softkey Operation.

The LCD on DT310/DT710 has 24-character/28-character, 3-line capability.

The LCD on DT330 has 28-character, 4-line capability. Top line is used exclusively for the status icons.

4. **Exit**
The user can exit from a screen mode by pressing this key.
(5) **Softkeys**
Any feature shown at the bottom of the LCD is available. The appropriate feature key is displayed on the screen according to the call handling process.

(6) **Help**
The user can press this key followed by a programmable key to Check what Line or Programmable Feature is programmed on the key.

(7) **8LD Display**

32 (8 keys x 4 pages) additional programmable keys are provided. They can be programmed as Flexible Line/Programmable feature key by Telephony Server Administrator. For the SV8100, the programmable keys can be set by Web/PCPro and the user can also set them.

**Note:**
*Maximum 11 characters (including icon)*
*Maximum 13 characters (excluding icon)*

(a) **Icon**
Status of the Line key such as Call termination, Call Hold or Busy, and setting on the Feature key are shown as Icons.

<table>
<thead>
<tr>
<th>User’s Status</th>
<th>Icon</th>
<th>Flashing Pattern</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Idle</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• I-HOLD</td>
<td></td>
<td>Blink Note</td>
</tr>
<tr>
<td>• Others Hold</td>
<td></td>
<td>Blink Note</td>
</tr>
<tr>
<td>• Recall</td>
<td></td>
<td>Blink Note</td>
</tr>
<tr>
<td>• Incoming Ringing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• During Conversation (Individual Use)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Call Transfer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Conference</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• During Conversation (Other Party Use)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Active Feature (Under a setting of feature key like a “Call Forwarding”)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Others</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Key is busy (example, if programmed as a virtual extension and the virtual extension is busy).</td>
<td>Steady Lit</td>
<td></td>
</tr>
</tbody>
</table>
(b) Feature Key Information
Feature Key Information displays the followings.

<table>
<thead>
<tr>
<th>Key</th>
<th>Description</th>
<th>Maximum digits to be displayed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Line Key</td>
<td>- Name and Number information</td>
<td>Refer to note*</td>
</tr>
<tr>
<td>Feature Key</td>
<td>- Feature Name</td>
<td>Refer to note*</td>
</tr>
<tr>
<td>One-Touch Speed Dial Key</td>
<td>- Speed Dial Name</td>
<td>Refer to note*</td>
</tr>
<tr>
<td></td>
<td>- Number Information</td>
<td></td>
</tr>
</tbody>
</table>

Note: Maximum 11 characters (including icon)  
Maximum 13 characters (excluding icon)

(c) Page Icon
8LD display has four pages (8 Programmable Feature keys per page). Page Icon Key indicates currently displayed page. The user can switch the Feature Key display from page 1 to 4 by using the Page Switching Key.

<table>
<thead>
<tr>
<th></th>
<th>Feature Key 1-8</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Black background indicates current displayed page.</td>
</tr>
</tbody>
</table>

(8) Programmable Keys
These keys can be programmed as Flexible Line key/Programmable Feature Key by Web/PCPro.

(9) Scroll Key
This key is used to turn over the page of 8LD display.

(10) Recall
Press key to finish an outside call and hear the dial tone.

(11) Feature
Used to activate any features as terminal setup functions.

(12) Answer
When LED on this key is lit, press key to answer a waiting call.

(13) Mic
Press key to respond hands free. LED on this key lights showing it is active.

(14) Menu
From this key, the user can access to the functions not normally used (such as terminal settings, downloads and access to XML applications) easily.
1. (15) Cursor
   By using this Key, DT Series user can access to various features with simple operation.

   - 4-way Scroll UP key
   - Volume (UP) key
   - 4-way Scroll LEFT key
   - Redial key
   - Enter Key
   - Shortcut Key
   - 4-way Scroll RIGHT key
   - Directory key
   - 4-way Scroll DOWN key
   - Volume (DOWN) key

For DT330 Series, two lines of menu items can be displayed at a time. For DT730 Series, three lines of menu items can be displayed at a time. The following figure shows the menu screen for DT330 Series. Use "Up" or "Down" key to scroll to the item.

Note: DT310/DT710 (2-Button without LCD and DT310 [6-Button with LCD]) does not have the Cursor Key.

(16) Enter
   DT330/DT730 Series has Shortcut Menu for frequently-used features. The user can access to Shortcut Menu by pressing Enter Key.

Note: DT310/DT710 Series does not support the Shortcut Menu.

Shortcut Menu includes the following features. (Ex. of DT730)

<table>
<thead>
<tr>
<th>Feature</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Missed Call</td>
<td>Access to history of Missed Call.</td>
</tr>
<tr>
<td>3. IM</td>
<td>Future.</td>
</tr>
</tbody>
</table>

(17) Redial
   (Last Number Call, Speed Calling-Station/Group)
   Press key to activate redial feature. Press redial and scroll back through numbers that have been dialed.
   When the desired number is displayed, press the # key to activate dialing.
(18) Speaker
Controls the built-in speaker which can be used for Hands Free dialing/monitoring.
LED on key lights when key is active.
DT310 supports half duplex handsfree. DT330 supports half/full duplex handsfree.

(19) Transfer
Allows the station user to transfer established calls to another station, without attendant assistance.

(20) Hold
Press this key to place an internal or external call on hold.

Icon Display
The LCD of DT730 Series displays Desktop Icons which provide notification when events (such as missed call and voice mail) occur.

Note: DT310/DT710 Series does not support the icon display.

<table>
<thead>
<tr>
<th>Feature</th>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Missed Call</td>
<td>![Missed Call Icon]</td>
<td>This icon appears when there is a missed call. Once the user has checked the missed call, this icon will disappear.</td>
</tr>
<tr>
<td>Voice Mail</td>
<td>![Voice Mail Icon]</td>
<td>This icon provides notification of incoming Voice Mail. Once the user has checked the mail, this icon will disappear.</td>
</tr>
<tr>
<td>Instant Message</td>
<td>![Instant Message Icon]</td>
<td>This icon appears when the terminal receives a new instant message. Once the user has checked the message, this icon will disappear.</td>
</tr>
<tr>
<td>Presence</td>
<td>![Presence Icon]</td>
<td>This icon indicates the terminal's presence status.</td>
</tr>
<tr>
<td>Encryption</td>
<td>![Encryption Icon]</td>
<td>This icon appears when using RTP Encryption feature.</td>
</tr>
<tr>
<td>Security</td>
<td>![Security Icon]</td>
<td>This icon appears when the Security Key is pressed and the terminal in Security mode</td>
</tr>
<tr>
<td>Bluetooth</td>
<td>![Bluetooth Icon]</td>
<td>This icon appears when any peripheral equipment is connected via Bluetooth. DT330 is supported.</td>
</tr>
<tr>
<td>Cursor</td>
<td>![Cursor Icon]</td>
<td>This icon indicates the currently available direction of the Cursor Key.</td>
</tr>
</tbody>
</table>

Note: Currently unavailable.
Menu List
From the Menu List, the user can use various application features such as Directory and Call History.

To Display Menu List
 Press (Menu) Key. The Menu List is displayed in LCD. Use Cursor Key to select desired Menu Item.

<table>
<thead>
<tr>
<th>No.</th>
<th>Menu Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Call History</td>
<td>To view Call History.</td>
</tr>
<tr>
<td>2</td>
<td>Directory</td>
<td>To use Directory function.</td>
</tr>
<tr>
<td>3</td>
<td>Tool</td>
<td>Settings to set Ring Volume, Off Hook Ring, Backlight, Headset, and Peripherals.</td>
</tr>
<tr>
<td>4</td>
<td>Call Function</td>
<td>Currently Not Used (grayed out).</td>
</tr>
<tr>
<td>5</td>
<td>Setting</td>
<td>To set up the terminal such as ringing volume control, LCD display setting and download of Music on Hold.</td>
</tr>
<tr>
<td>6</td>
<td>Presence</td>
<td>Currently Not Used (grayed out).</td>
</tr>
<tr>
<td>#</td>
<td>Favorite</td>
<td>By registering frequently-used features as favorite, the user can access these features with simple operation.</td>
</tr>
<tr>
<td>0</td>
<td>Terminal Config</td>
<td>This item is used for Configuration setting of DT Series.</td>
</tr>
</tbody>
</table>

Note: Operation for Instant Message (IM) is currently unavailable.

Note 1: Unavailable Menu items are grayed out.

Simple Operation by Menu Key and Cursor Key
By using Menu Key and Cursor Key, DT Series user can have access to Call History, Directory and terminal settings with simple operation.

As an example, the following shows the operations how to access to Directory menu.
This page is for your notes.
2. **Terminal Setup**

This chapter describes operating procedures for terminal settings by the **UP/DOWN** key and **Feature** keys.

Various terminal settings such as display, sounds, password, and language are also available from **Menu** key.

**Terminal Setup With the Up/Down Key**

**To Adjust Handset Receiver Volume**
Press the **Up/Down** key in the off-hook status or during the call.

**To Adjust Speaker Volume**
Press the **Up/Down** key during speakerphone operation or during the call.

**To Adjust Ringer Tone**
Press the **Up/Down** key during ringing.

**To Adjust LCD Contrast**
Press the **Up/Down** key in the on-hook status.

**Note:** *The 2-button Handset does not have a display.*
Terminal Setup With the Feature Key

Microphone On/Off
LED on Mic key shows the status of the built-in microphone.
STEP 1: Press Feature and 1.

To Select Ringer Tone
DT Series has 8 kinds of ringer tones that you can select.

To Change your Extension Incoming Ring Tone
STEP 1: Press Speaker and dial 720.
STEP 2: Dial 1 to set Intercom ring; Dial 2 to set Trunk ring.
STEP 3: Dial code for the desired ring pattern (1~8).

Display below shows when INT is selected.

To listen to the Incoming ring choices:
STEP 1: Press Speaker and Dial 711.
STEP 2: Dial 1 to listen to Intercom ring; Dial 2 to listen to Trunk ring.
STEP 3: For Intercom Ring:
Dial the code for the ring pattern you want to hear (1-8).

<table>
<thead>
<tr>
<th>TONE No.</th>
<th>Tone Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>High</td>
</tr>
<tr>
<td>2</td>
<td>Mid Range</td>
</tr>
<tr>
<td>3</td>
<td>Low</td>
</tr>
<tr>
<td>4</td>
<td>Ring Tone 1</td>
</tr>
<tr>
<td>5</td>
<td>Ring Tone 2</td>
</tr>
<tr>
<td>6</td>
<td>Ring Tone 3</td>
</tr>
<tr>
<td>7</td>
<td>Ring Tone 4</td>
</tr>
<tr>
<td>8</td>
<td>Ring Tone 5</td>
</tr>
</tbody>
</table>

STEP 4: Press Speaker to hang up.
-OR-

For Trunk Ring:

Dial code for the ring pattern you want to hear (Ring1-3, Melody 4-8). If you select Ring 1-3, a second screen prompts for the tone pattern (1-4).

<table>
<thead>
<tr>
<th>TONE No.</th>
<th>Tone Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ring Tone 1</td>
</tr>
<tr>
<td>2</td>
<td>Ring Tone 2</td>
</tr>
<tr>
<td>3</td>
<td>Ring Tone 3</td>
</tr>
<tr>
<td>4</td>
<td>Melody 4</td>
</tr>
<tr>
<td>5</td>
<td>Melody 5</td>
</tr>
<tr>
<td>6</td>
<td>Melody 6</td>
</tr>
<tr>
<td>7</td>
<td>Melody 7</td>
</tr>
<tr>
<td>8</td>
<td>Melody 8</td>
</tr>
</tbody>
</table>

STEP 4: Press Speaker to hang up.
This page is for your notes.
3. **Basic Operation**

**Login (DT700 Series Only)**

When login mode is activated, the following procedure is required:

- Enter login code and press **Set** Softkey.  
  (The station number is used as the Login code.)
- Enter password and press **OK** Softkey.

<table>
<thead>
<tr>
<th>Login ID: 2000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Password:</td>
</tr>
<tr>
<td>Cancel</td>
</tr>
<tr>
<td>BK</td>
</tr>
<tr>
<td>Set</td>
</tr>
<tr>
<td>OK</td>
</tr>
</tbody>
</table>

- Enter the password and press **OK** Softkey.

<table>
<thead>
<tr>
<th>Login ID: 2000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Password: *****</td>
</tr>
<tr>
<td>Cancel</td>
</tr>
<tr>
<td>BK</td>
</tr>
<tr>
<td>Set</td>
</tr>
<tr>
<td>OK</td>
</tr>
</tbody>
</table>

- If the login code is accepted, display changes to normal idle status.

**Logout (DT700 Series Only)**

- Press **PROG** Softkey.

  28 APR MON 8:45AM  
  101 STA 101  
  List Dir ICM Prog  

- Press the down arrow ↓ twice.

  PGM/SAVE • MENU  
  Fctn LOGOFF Pswd  

- Press the **LOGOFF** Softkey.
- Press **Yes** Softkey.
- Press **Exit**.
To Start Security Mode (DT730 Only)

- Press the Lock Key on the DT730. The following message is displayed on the LCD.

```
Cancel   OK
```

- Press the OK Softkey to start Security Mode.

To Cancel Security Mode

- Display the Password Entry screen by either of the following operations.
  - Press any key while the screen saver is activated.
  - Press the Lock Key while the Lock icon is displayed on the LCD.

```
[Password]
Passwd
```

- The Lock Key LED is extinguished and Security Mode is canceled.
4. **FEATURE OPERATION**

**ANSWERING CALLS**

**Ringing Calls**

1. Lift the handset.
2. Start conversation.

**Note:** When assigning the Delayed Ringing feature, incoming calls will first ring at a primary station. If the call is unanswered after a preprogrammed time interval, calls will also ring at the assigned secondary station.

**Ringing Calls to a Second Incoming Extension/ CAR/VE Key**

1. Lift the handset.
2. Start conversation.

**Note 1:** A Second Incoming Extension key must be assigned to appear and ring.

**Note 2:** A Line key must be available to answer an incoming outside call.

**Answering Outside Calls Using the Answer Key**

1. Receive outside call.
2. Press the **Answer** key.
3. Talk with the incoming calling party.
4. When additional outside calls are received, press the **Answer** key to place the current call on hold and connect the multiline terminal user to the next call.

**Note:** Toggle between both calls by pressing **Hold** and pressing the required Line key.

```
Line 001 Elapsed time
List Dir ICM Prog
Line 001 00:10
Answered Conf Rpt Save
```

2-11 MON 10:15AM
TALKING TO STA 12345
Conf
**VOICE ANNOUNCE CALLS**

To make:

1. Dial the desired extension and Dial 1 or press Voice Softkey.
2. Speak.

To Receive:

1. Adjust the Speaker volume as needed.
2. Respond handsfree.

*Note:* If the MIC is not lit the receiving extension cannot answer voice announce calls without lifting the handset.

**Camp-on (Call Waiting)**

Receive the camp-on tone while on another call:

1. When a Camp On is set from another station, complete the present call and a Call Back will ring the station that set the Camp On.
2. When the Camp On station answers and rings the phone, lift the handset or press the Speaker key.

**Off Hook Signaling**

With a call in progress:

2. Press the Answer key, then converse with the second party.

**PLACING CALLS**

**Internal Calls**

1. Lift the handset.
2. Dial a station number or 9 (for attendant).
3. Voice announce after the tone burst, or wait for the ringing call to be answered.

**Outside Calls**

1. Lift the handset.
2. Dial the trunk access code (i.e. 0).
3. Voice announce after the tone burst, or wait for the ringing call to be answered.

*OR*

Press an idle Programmable Outside Line key.

4. Dial the telephone number.
5. Converse.
Trunk Queuing

After pressing a busy Line key and receiving the trunk busy indication:

1. Dial # or press Trunk Queuing/Camp On key (Code 35).
2. Replace the handset.

Note: When a line is available, your telephone will ring; lift the handset and place the call.

Last Number Redial

1. Without lifting the handset, press the Redial key.
2. To redial the last number, press #.

-OR-

Search for the desired number from the Redial List by pressing the List Softkey and then the Redial Softkey.
3. Press the Up Arrow/Down Arrow or VOLUME UP/VOLUME DOWN keys to search for the desired number.
4. Lift the handset or press Speaker to place the call.

Note: To Redial on the 2-button handset, press Speaker, Redial button and #.

Speed Dial – System/Group/Station

To dial a Station Speed Dial number:

1. Press the Speaker key.
2. Dial #7 (default Service Code).

Note: To preselect, press a Line key in step 1 (instead of Speaker).
3. Dial the Station Speed Dial buffer number (0~9):
   1 = Station Speed Dial buffer 1
   2 = Station Speed Dial buffer 2
   : : :
   0 = Station Speed Dial buffer 10

Note 1: The stored number dials out.

Note 2: Unless you preselect, Trunk Group Routing selects the trunk for the call. The system may optionally select a specific Trunk Group for the call.

Note 3: If you have a DSS Console, you may be able to press a DSS Console key to chain to a stored number.
To dial a Station Speed Dialing number:

1. Press the **Speaker** key.
2. Dial #2 (default Service Code).
   - **OR-**
     Press the **Redial** key.
   - **OR-**
     Press the **System Speed Dialing** key (Code 27).

   **Note:** To preselect, press a Line key in step 1 (instead of pressing Speaker).

3. Dial the Station Speed Dial buffer number (Default: 000~999).
The stored number dials out.

To dial a Group Speed Dialing number:

1. Press the **Speaker** key.
   - **OR-**
     Press the **Redial** key.
   - **OR-**
     Press the **Group Speed Dialing** key (Code 28).

   **Note:** To preselect, press a Line key in step 1 (instead of pressing Speaker).

3. Dial the Group Speed Dial buffer number (none at default).

**Note 1:** Initially, there are no Group Speed Dial buffers assigned.

**Note 2:** Unless you preselect, Trunk Group Routing selects the trunk for the call. The system may optionally select a specific Trunk Group for the call.

**Note 3:** If you have a DSS Console, you may be able to press a DSS Console key to chain to a stored number.

---

2-13 WED 5:28PM
92142622000    NEC
Conf  Rpt  Save  Trf
MICROPHONE CONTROL

1. Press the MIC key.
2. A lit MIC LED indicates that the MIC is on.

SPEAKERPHONE CALLS

1. Press the Speaker key and the Speaker LED lights.
2. Ensure that the MIC LED is lit.
3. Place an internal or outside call.
4. Converse.
5. Press the Speaker key to disconnect the call.

Note: The handset may be used at any time during the conversation. To resume handsfree operation or to monitor a call, press the Speaker key (the Speaker LED lights) and replace the handset.

GROUP LISTEN

To initiate Group Listen:
1. Place or answer a call using the handset.
2. Press the Speaker key twice (do not hang up).

Note 1: The Speaker LED flashes.
Note 2: You can talk to the caller through the handset. Your coworkers hear your caller’s voice over your telephone’s speaker.

Note 3: When you press the Speaker key once, you turn your Speakerphone on. The second press turns on Group Listen. Pressing the Speaker key a third time cancels the Group Listen feature.

HOLDING CALLS

System Hold –

With a call in progress:
1. Press Hold.

Exclusive Hold –

With a call in progress:
1. Press the Exclusive Hold key (Code 45).

Note 1: To retrieve a held call, press the flashing Line key or ICM key (Internal calls).

Note 2: Calls on System Hold can be retrieved from any multiline terminal with the held line appearance.

Note 3: After a preprogrammed time, the held call will recall to the originating station.
TRANSFERRING CALLS

Using Manual Dial –

With a call in progress:
1. Press the Transfer key.
2. Dial the station number.
3. Announce the call (optional).
4. Replace the handset.

Using Direct Station Selection (DSS) –

With a call in progress:
1. Press the Transfer key.
2. Press the programmed DSS.
3. Announce the call (optional).
4. Replace the handset.

Note 1: If the called station is busy, replace the handset to initiate a camp-on. Unanswered camp-on calls and unscreened transfers will recall to the transferring station.

Note 2: To return to the original party, press the flashing Line key or Conf key.

Note 3: A Programmable Function Key may be assigned for DSS.

Note 4: To transfer a call directly to a personal voice mailbox, dial 8 after dialing the station number.

CONFERENCE

1. Establish an internal or external call.
2. Press CONF Softkey or the Conference key
3. Dial third party. If external, dial ‘0’ for an outside line.
4. When third party answers press ADD Softkey or Conference Key
5. Press BEGIN Softkey or Conference key again.
6. A conference call is established.

Note: If you cannot add additional parties to your conference, you have exceeded the system’s Conference limit.

7. Repeat steps 1~3 above to add more parties.
CALL PARK – SYSTEM
To Park a call in a system orbit:

Note: You can Park internal or external calls.

1. Press the Park key (Code *04 + orbit).
   Note: The Park key LED lights.
2. Use Paging to announce the call.
3. Press the Speaker key to hang up.
   Note: If not picked up, the call will recall you.
   -OR-
1. Press the Transfer key.
2. Dial #6 and the Park orbit (01~64).
   Note: If you hear a busy tone, the orbit is busy. Try another orbit.
3. Use Paging to announce the call.
4. Press the Speaker key to hang up.
   Note: If not picked up, the call will recall you.

To pick up a Parked call:
1. Lift the handset.
2. Press the Park key (Code *04 + orbit).
   -OR-
1. Press the Speaker key.
2. Dial *6 and the Park orbit (01~64).

STATION BUSY/NO ANSWER OPTIONS

Callback
To place a callback:
1. Call an unavailable (busy or unanswered) extension.
2. Dial # or press the Camp-On key (Code 35).
3. Hang up.
4. Lift the handset when the busy extension calls you back.

Note 1: If the unavailable extension was unanswered (not busy), the Callback goes through after your co-worker uses their telephone for the first time.

Note 2: If you have Callback Automatic Answer, you automatically place a call to the formerly busy extension when you lift the handset. If you do not have Callback Automatic Answer, you must press the ringing line appearance to place the call.
To cancel a Callback:

1. Press the idle Speaker key and dial 770.

   -OR-

   Press the Camp-On key (Code 35).

   \[
   \begin{array}{|c|c|}
   \hline
   2-14 & THU \\
   3:15PM & \\
   CAMP-ON & STA 12345678 \\
   \hline
   \end{array}
   \]

Message Waiting

To leave a Message Waiting:

1. Call a busy or unanswered extension.
2. Dial 0 or press the MW Softkey (Code 38).
3. Hang up.

   \[
   \begin{array}{|c|c|}
   \hline
   2-14 & THU \\
   3:15PM & \\
   MSG >>> & STA 12345678 \\
   \hline
   \end{array}
   \]

To answer a Message Waiting:

Note: When you have a message, your Message Waiting LED flashes.

1. Press the Speaker key and dial *0.

   -OR-

   Press the MW Softkey (Code 38).

   \[
   \begin{array}{|c|c|}
   \hline
   2-14 & THU \\
   3:15PM & \\
   12345678 & STA 12345678 \\
   MW & Menu \\
   \hline
   \end{array}
   \]

   Note: If the called extension does not answer, dial 0 or press your Message Waiting key to automatically leave a message.

To cancel all your Messages Waiting:

Note: This includes messages you have left for other extensions and messages other extensions have left for you.

1. Press the Speaker key.
2. Dial 773.
3. Hang up.

To cancel the Messages Waiting you have left at a specific extension:

1. Press the Speaker key.
2. Dial 771.
3. Dial the number of the extension you do not want to have your messages.
4. Hang up.

   -OR-

   Press the Cncl Softkey.

MW from STA 12345678
Call Cncl
Tone Override

To send off hook signals to an extension busy on a call:

Note: Your extension may send off hook signals automatically.

1. Dial *.
   -OR-
   Dial 709.

2. Press the Off Hook Signaling key (Code 33).

Note 1: You hear Ring Busy Tone.

Note 2: The called extension hears Call Alert Notification.

To answer Tone Override:

1. Receive Tone Override.
2. Press the Hold key and talk with the party.

Department Step Call

To make a Step Call:

1. Place a call to a busy Department Group member.
   -OR-
   Place a call to a Department Group pilot number.

2. Dial Department Step Code (2) to call the next available Department Group member.
3. Repeat step 2 to call other Department Group members.

Voice Over

To initiate a Voice Over to a busy extension:

1. Press the Voice Over key (Code 48).
   -OR-
   Dial 6.

Note: You hear an alert tone and the Voice Over key flashes. You can talk to the called party after the alert tone ends.

To respond to a Voice Over alert tone to your extension:

Note: You can only respond if you have a Voice Over key.

1. Press the Voice Over key (Code 48).

Note: The Voice Over key lights steadily (green) and you can talk to the interrupting party.

To return to your original call:

1. Press the Voice Over key.

Note: Your Voice Over key flashes red when you are talking to your original call.
OUTSIDE CALL DIALING OPTIONS

Save Number Dialed

To save the outside number you just dialed (up to 24 digits).

Note: Use this feature before hanging up.

1. Press the Save Number Dialed key (Code 30).

To redial a saved number:

1. Press an idle trunk line key.

Note: This selects a specific trunk for the call.

2. Press the Save Number Dialed key (Code 30).

Note: The stored number dials out.

-OR-

Press the Speaker key.

3. Dial 715.

Note 1: Save Number Dialed automatically selects a trunk from the same group as your original call.

Note 2: The stored number dials out.

Memo Dial

To store a number while you are on a call:

1. While on a call, press the Memo Dial key (Code 31).

2. Dial the number you want to store.

3. Press the Memo Dial key again and continue with the conversation.

To call a stored Memo Dial number:

1. Do not lift the handset.

2. Press the Memo Dial key (Code 31).

3. Press the Speaker key.

-OR-

Press a configured Line key.

Note: The stored number dials out.

To check to see the stored Memo Dial number:

1. Do not lift the handset.

2. Press the Memo Dial key (Code 31).

Note: The stored number displays.

3. Press Exit to return to the main LCD screen.
To cancel (erase) a stored Memo Dial number:
1. Press the **Speaker** key.
2. Press the **Memo Dial** key (Code 31).

**Repeat Redial**

To use Repeat Redial (if the outside party you call is unavailable or busy):
1. Place a trunk call.
   **Note:** *Listen for busy tone or Ring-No Answer.*
2. Press the **Feature + Redial** keys.
   **-OR-**
   Press the **Repeat Redial** key (Code 29).
   **Note:** *The Repeat Redial key lights while you wait for the system to redial.*
3. Press the **Speaker** key to hang up.
   **Note 1:** *The system periodically redials the call.*
   **Note 2:** *System programming determines the waiting time and the number of redial attempts.*
4. Lift the handset when the called party answers.
   **Note:** *When using trunks with answer supervision, the Repeat Redial feature automatically cancels.*

To cancel Repeat Redial:
1. Press the **Feature** key.
2. Press the **Redial** key.
   **-OR-**
   Press the **Repeat Redial** key (Code 29).

**Caller ID**

**Answer**
Receive incoming ringing or a transferred outside call:
1. Review the telephone display for the calling party’s name or number.
2. Answer the call accordingly.

**Temporary Memory**

An unanswered call will cause the **Call History** key (Code 08) to flash, indicating a new call has been placed in the temporary memory. If enabled in programming, the telephone’s display will show: “Check List”.

<table>
<thead>
<tr>
<th>Line 001</th>
<th>00:27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Repeat Dial</td>
<td></td>
</tr>
<tr>
<td>Conf Rpt Save</td>
<td></td>
</tr>
</tbody>
</table>
1. Press the Call History key (Code 08) or press the LIST Softkey and CID.

Note: The last addition to the list is displayed.

2. Press the Arrow Down Softkey to scroll through the list of numbers in memory.

3. Press the DEL Softkey to delete the entry and scroll to the next entry.

4. The Call History key will remain on as long as entries remain in memory.

5. To place a call back to a number in the temporary memory list, with the number to be dialed displayed, press a Line or the Speaker key.

Note: The outgoing call is placed.

2. Press the Group Call Pickup key (Code 24).

   -OR-

Dial 756 or *#.

Note: Access Code *# can pick up any call in the group, plus any Ring Group calls. Access Code 756 cannot pick up Ring Group calls.

To answer a call ringing a telephone in another Pickup Group when you do not know the group number:

1. Pick up the handset or press the Speaker key.

2. Press the Group Call Pickup key (Code 25).

   -OR-

Dial 769.

To answer a call ringing a telephone in another Pickup Group when you know the Group Number:

1. Pick up the handset or press the Speaker key.

2. Press the Group Call Pickup key (Code 26 + group).

   -OR-

Dial 768 and the group number (0~9 or 00~64).

CALL PICKUP

Group Call Pickup

To answer a call ringing another telephone in your Pickup Group:

1. Pick up the handset or press the Speaker key.
Directed Call Pickup

To use Directed Call Pickup to intercept a call to a coworker’s extension:

1. Pick up the handset or press the Speaker key.
2. Dial **.
3. Dial the number of extension whose call you want to intercept.

Note: If more than one call is coming in, the system sets the priority for which call it answers first.

PAGING

To make an Internal Page announcement:

1. Press the zone’s Internal Paging key [Code 21, 01–64 for zones (00 for All Call)].
   -OR-
   Press the Speaker key or lift the handset.

2. Dial 701 and the Paging Zone number (0–9 or 00–64).
   Note: Dialing 0 or 00 calls All Call Internal Paging.

3. Dial *1 and the Combined Paging Group code 1–8 or 0 (for Internal/External All Call).
   Note: The display indicates the Combined Paging as an External Page.
   Note: If the Internal Page Zone is busy or if there are no extensions in a page group, the page will be announced as an External Page only.

To Page an External Zone:

1. Press the External Paging key (Code 19 for External Paging zones or 20 for External All Call Paging).
2. Make the announcement.
   -OR-
   Press the Speaker key or pick up the handset.

4. Make an announcement.
5. Press the Speaker key to hang up.
-OR-
Dial 703 and the External Paging Zone code (1~8 or 0 for All Call).

-OR-
Dial *1 and the Combined Paging Group code (1~8 or 0 for Internal/External All Call).

Note: The display indicates the Combined Paging as an External Page.

Note: If the Internal Page Zone is busy or if there are no extensions in a page group, the page will be announced as an External Page only.

3. Make the announcement.

Meet Me Answer
To join a Meet Me Internal Page:
1. Press the Speaker key or pick up the handset.
2. Dial 763 (if your extension is in the zone called).

-OR-
Dial 764 and the zone number (if your extension is not in the zone called).

-OR-
Press the Meet Me Conference/Paging Pickup key (Code 23) if your extension is in the zone called.

Note: You connect to the other party.

3. Converse.

To join a Meet Me External Page:
1. Press the Speaker key or pick up the handset.
2. Dial 765.
3. Dial the announced External Paging Zone (0~8).

Note: You connect to the other party.

BACKGROUND MUSIC
To turn Background Music on or off:
1. Press the Speaker key.
2. Dial 725.
3. Press the Speaker key to hang up.
CALL FORWARDING

Call Forwarding All Calls (CF/A)
Forwards all calls immediately.
To Set:
1. Lift Handset and press CF/A Key or dial 741.
2. Dial 1 to Set.
3. Dial destination number.
4. Replace Handset.

**Note:** Your Call Forwarding Programmable Function Key flashes.

To Cancel:
1. Lift Handset and press CF/A Key or dial 741.
2. Dial 0 to Cancel.
3. Replace Handset.

Call Forwarding Busy/No Answer (B/NA)
Forwards all calls on busy or after a preset number of rings.
To Set:
1. Lift Handset and press B/NA Key or dial 744.
2. Dial 1 to Set.
3. Dial destination number.
4. Replace Handset.

**Note:** Your Call Forwarding Programmable Function Key flashes.

To Cancel:
1. Lift Handset and press B/NA Key or dial 744.
2. Dial 0 to Cancel.
3. Replace Handset.

**Note:** Your Call Forwarding Programmable Function Key goes OFF.
Call Forwarding Both Ring
Rings both extensions.

To Set:
1. Lift Handset and dial 745.
2. Dial 1 to Set.
3. Dial destination number.
4. Replace Handset.

To Cancel:
1. Lift Handset at forwarding extension and dial 745.
2. Dial 3.
3. 0 to Cancel.
4. Replace Handset.

SELECTABLE DISPLAY MESSAGING
To select a message:
1. Press the Speaker key.
2. Dial 798 (Code 18 + 01~20).

### SELECTABLE DISPLAY MESSAGING

<table>
<thead>
<tr>
<th>No.</th>
<th>Message</th>
<th>Change “#” to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>IN MEETING UNTIL ##:##</td>
<td>Time (when meeting is done)</td>
</tr>
<tr>
<td>2</td>
<td>MEETING ROOM - #######</td>
<td>Room name or extension</td>
</tr>
<tr>
<td>3</td>
<td>COME BACK ##:##</td>
<td>Time (when returning)</td>
</tr>
<tr>
<td>4</td>
<td>PLEASE CALL #######</td>
<td>11 digits (Tel. No.)</td>
</tr>
<tr>
<td>5</td>
<td>BUSY CALL AFTER ##:##</td>
<td>Time (when returning)</td>
</tr>
<tr>
<td>6</td>
<td>OUT FOR LUNCH BACK ##:##</td>
<td>Time (when returning)</td>
</tr>
<tr>
<td>7</td>
<td>BUSINESS TRIP BACK ##:##</td>
<td>Date (when returning)</td>
</tr>
<tr>
<td>8</td>
<td>BUSINESS TRIP #######</td>
<td>10 digits (where reached)</td>
</tr>
<tr>
<td>9</td>
<td>GONE FOR THE DAY</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>ON VACATION UNTIL ##:##</td>
<td>Date (when returning)</td>
</tr>
<tr>
<td>11~20</td>
<td>MESSAGE 11~20</td>
<td></td>
</tr>
</tbody>
</table>

3. Use VOL UP or VOL DOWN keys to scroll through the messages.

4. For messages 1~8 and 10, enter digits to append the message, if needed.

**Note:** You can append messages 1~8 and 10 with digits (e.g. the time when you get back). You enter the time in 24-hour format.

5. Press Speaker to hang up.
Note: Intercom calls to extensions with Selectable Display Messaging set will receive a DND signal and receive the display message on their telephone’s display instead of ringing the display.

Note: To allow calls to ring through and have the message displayed on the calling extension’s display, cancel DND by pressing the DND key + 0 (DND key (Code 03)).

To cancel a message:
1. Press the Speaker key.
2. Dial 798 (Code 18+).
3. Press Speaker to hang up.

STATION RELOCATION
To exchange two terminals:
1. Pick up the handset or press the Speaker key.
2. Dial the Extension Data Swap Service Code – not assigned at default.
3. Dial the Extension Data Swap Password – not assigned at default.
4. Dial the extension to be swapped with or relocated to.

5. When successfully completed, a confirmation tone will be heard and the display will show "completed".
6. Press the Speaker key twice.

ACCOUNT CODE ENTRY
To enter an Account Code any time while on a trunk call:

The outside caller cannot hear the Account Code digits you enter. You can use this procedure if your system has Optional Account Codes enabled. You may also be able to use this procedure for incoming calls.

1. Dial *.

-OR-

Press your Account Code key (Code 50).

2. Dial your Account Code (1~16 digits, using 0~9 and #).

-OR-

Press your Account Code key (Code 50).

Note: If Account Codes are hidden, each digit you dial shows as a “*” character on the telephone’s display.

3. Dial *.

-OR-

Press your Account Code key (Code 50).
To enter an Account Code before dialing the outside number:

If your system has Forced Account Codes, you must use this procedure. If it has Verified Account Codes, you can use this procedure instead of letting the system prompt you for your Account Code. You may also use this procedure if your system has Optional Account Codes. If your system has Verified Account Codes enabled, be sure to choose a code programmed into your Verified Account Code list.

1. Access trunk for outside call.
   **Note:** You can access a trunk by pressing a Line key or dialing a code (except 9).

2. Dial *.
   **-OR-**
   Press your Account Code key (Code 50).

3. Dial your Account Code (1~16 digits, using 0~9 and #).
   **Note:** If you make an incorrect entry, your system may automatically alert the operator. If Account Codes are hidden, each digit you dial will show as a “*” character on the telephone’s display.

4. Dial *.
   **-OR-**
   Dial the number you want to call.

**Note:** If you hear “stutter” dial tone after dial the number, ARS is requesting that you enter an Automatic Route Selection Authorization Code.

### AUTOMATIC CALL DISTRIBUTION (ACD)

#### Agent Log In

To log in:

1. Press the **ACD LOG IN/LOG OUT** key (Code *10).
   **-OR-**
   Press the **Speaker** key and dial the Log In Service Code (Default *5).

2. Dial the log in code (up to 20 digits).
   **Note:** This step is not required if the ID code is disabled.

**Example:**

<table>
<thead>
<tr>
<th>WAIT ACD LOGIN</th>
<th>G:01</th>
</tr>
</thead>
<tbody>
<tr>
<td>12345678</td>
<td>STA 12345678</td>
</tr>
<tr>
<td>List</td>
<td>Dir</td>
</tr>
<tr>
<td>12345678</td>
<td>STA 12345678</td>
</tr>
<tr>
<td>Group</td>
<td>G:01</td>
</tr>
<tr>
<td>12345678</td>
<td>STA 12345678</td>
</tr>
<tr>
<td>ACD LOGOUT?</td>
<td>(1:Yes; 0:No)</td>
</tr>
</tbody>
</table>
AIC Agent Log In

To log in:
1. Press the **ACD LOG IN/LOG OUT** key (Code *10).
   - **OR** -
   Press the **Speaker** key and dial the **AIC Log In** service code – not assigned at default.

2. Dial the log in code (up to 20 digits).
   **Note:** This step is not required if the ID code is disabled.

3. Dial the **Agent Identity Code** (AIC – up to four digits).
   **Note:** The **ACD LOG IN/LOG OUT** key lights.

**Input AIC**

<table>
<thead>
<tr>
<th>List</th>
<th>Dir</th>
<th>ICM</th>
<th>Prog</th>
</tr>
</thead>
</table>

**Note:** The **ACD LOG IN/LOG OUT** key lights.

Display before Agent login

2-15 FRI 11:02PM
12345678 STA 12345678
List Dir ICM Prog

Display after Agent login

2-15 FRI 11:02PM
12345678 Login
List Dir ICM Prog

Multiple AIC Agent Log In

To log in:
1. Press the **ACD LOG IN/LOG OUT** key (Code *10).
   - **OR** -
   Press the **Speaker** key and dial the **AIC Log In** service code -not assigned at default.

2. Dial **0** to cancel the log out option.

3. Dial the **Agent Identity Code** (AIC) (up to four digits).
   **Note:** The **ACD LOG IN/LOG OUT** key lights.

4. Repeat steps 3 and 4, if more log ins are required.
   To log out (for single or multiple agent AIC log In):
   **Note:** All AIC log in become logged out.

1. Press the **ACD LOG IN/LOG OUT** key (Code *10) + **1** to accept.

2. Press the **Speaker** key and dial the **AIC Log In** service code – not assigned at default.
   **Note:** The **ACD LOG IN/LOG OUT** key goes out.

Rest Mode

To set the manual Rest Mode:

1. From an idle state, press the **ACD Rest Mode** key (Code *13).
Note: The ACD Rest Mode key lights. If the Rest Mode key is pressed while the agent is on an active call, the key will flash until the agent hangs up.

Note: This operation is not available for the System Supervisor.

Note: When the Queue Status Display key is pressed, the queue status of the extension’s group is displayed. When the extension is not in an ACD group, the Queue Status of group 1 is displayed instead.

Note: When an agent logs in using an AIC code, the Queue Status of the default ACD group is displayed.

To cancel the manual Rest Mode:

1. Press the **ACD Rest Mode** key (Code *13).

2. Press **Volume Up** and **Volume Down** to scroll through the Queue Status Displays of all the ACD Groups.

3. Press the **CLEAR** key to return the telephone to an idle state.

When Logged Out of ACD Group:

When ACD agents are logged out and a call is placed into the ACD queue, the telephones of the logged out agents will display the Queue Status and hear the alarm according to the settings defined in system programming.

Pressing the Queue Status Display key will return the telephone to idle until the timer expires again.

**Queue Status Display**

When Logged Into ACD Group:

1. From an idle state, press the **Queue Status Display** key (Code *19)

2. Press **Volume Up** and **Volume Down** to scroll through the Queue Status Displays of all the ACD Groups.

3. Press the **CLEAR** key to return the telephone to an idle state.

**Answering a Call Using a Headset**

1. Press the **Headset** key to answer.

2. Converse.

3. Press the **Headset** key to hang up.
Using the Headset with Automatic Answer for ACD Agents:

1. With the multiline terminal in an idle state, press the Feature key.
2. Press the HEADSET key (Code 05).

**Note:** The Headset key blinks when Automatic Headset is activated.

**Note:** To cancel Automatic Headset, repeat these steps.

Station Speed Dial – Dial Access

To store a Station Speed Dialing number (display telephones only):

1. Press the Speaker key.
2. Dial 755.
3. Dial the Station Speed Dial buffer number to be programmed (0~9).
   - 1 = Station Speed Dial buffer 1
   - 2 = Station Speed Dial buffer 2
   - ...
   - 0 = Station Speed Dial buffer 10
4. Dial the Access Code (e.g., 9) – if required.
5. Dial telephone number you want to store (up to 24 digits including 0 for outside line).

**Note:** Valid entries are 0~9, # and *. To enter a pause, press MIC. To store a Flash, press Recall.
6. Press Hold.

---

### Use this keypad digit.... | Key for Entering Names When you want to....

<table>
<thead>
<tr>
<th></th>
<th>Enter characters:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1 @ [¥] ^ _ { ] } Å Å Ä Å Ç É È Ï</td>
</tr>
<tr>
<td>2</td>
<td>Enter characters: A-C, a-c 2</td>
</tr>
<tr>
<td>3</td>
<td>Enter characters: D-F, d-f, 3</td>
</tr>
<tr>
<td>4</td>
<td>Enter characters: G-I, g-I, 4</td>
</tr>
<tr>
<td>5</td>
<td>Enter characters: J-L, j-l, 5</td>
</tr>
<tr>
<td>6</td>
<td>Enter characters: M-O, m-o, 6</td>
</tr>
<tr>
<td>7</td>
<td>Enter characters: P-S, p-s, 7</td>
</tr>
<tr>
<td>8</td>
<td>Enter characters: T-V, t-v, 8</td>
</tr>
<tr>
<td>9</td>
<td>Enter characters: W-Z, w-z, 9</td>
</tr>
<tr>
<td>0</td>
<td>Enter characters: 0 ! # % &amp; ’ ( ) ô Ő ŕ ű ū á å è</td>
</tr>
</tbody>
</table>

* Enter characters:
  - +, , . / ; : <= > ? B Ė S £

# # = Accepts an entry (only required if two letters on the same key are needed – ex: TOM). Pressing # again = Space.

Conf Clears all the entries from the point of the flashing cursor and to the right (used when entering the Name).

Exit Clears all the entries from the point of the flashing cursor and to the right (used when entering the Number, this clears both the number and name).
8. Press Hold.

9. Press the Speaker key to hang up.

**Line Keys/Programmable Function Keys**

The following functions can be assigned to Line Keys if allowed by Class of Service.

To Program a Line key as a Programmable Function Key:

1. Press the Speaker key.
3. Press the Line Key to be programmed.
4. Dial the code for the desired feature plus additional data if required.
5. Press Speaker to hang up.

**Note 1:** Code 00 will erase the function from the key.

**Note 2:** In some cases, the Hold key needs to be pressed before pressing the Speaker key.

<table>
<thead>
<tr>
<th>Function Number</th>
<th>Function</th>
<th>Additional Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
<td>Not Defined</td>
<td></td>
</tr>
<tr>
<td>01</td>
<td>DSS / One-Touch</td>
<td>Extension number or any numbers (up to 24 digits). Press HOLD to write.</td>
</tr>
<tr>
<td>02</td>
<td>Microphone Key (ON/OFF)</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>DND Key</td>
<td></td>
</tr>
<tr>
<td>04</td>
<td>BGM (ON/OFF)</td>
<td></td>
</tr>
<tr>
<td>05</td>
<td>Headset</td>
<td></td>
</tr>
<tr>
<td>06</td>
<td>Transfer Key</td>
<td></td>
</tr>
<tr>
<td>07</td>
<td>Conference Key</td>
<td></td>
</tr>
<tr>
<td>08</td>
<td>Incoming Call Log</td>
<td></td>
</tr>
<tr>
<td>09</td>
<td>Day/Night Mode Switch</td>
<td>Mode Number (1-8)</td>
</tr>
<tr>
<td>10</td>
<td>Call Forward – Immediate</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Call Forward – Busy</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Call Forward – No Answer</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Call Forward – Busy/No Answer</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Call Forward – Both ring</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Follow Me</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Text Message Setup</td>
<td>Message Numbers (01-20)</td>
</tr>
<tr>
<td>Function Number</td>
<td>Function</td>
<td>Additional Data</td>
</tr>
<tr>
<td>-----------------</td>
<td>----------------------------------</td>
<td>---------------------------------------------</td>
</tr>
<tr>
<td>19</td>
<td>External Group Paging</td>
<td>External Paging Number (1-8)</td>
</tr>
<tr>
<td>20</td>
<td>External All Call Paging</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Internal Group Paging</td>
<td>Internal Paging Number (01-64)</td>
</tr>
<tr>
<td>22</td>
<td>Internal All Call Paging</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Meet-Me Answer to Internal Paging</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Call Pickup</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Call Pickup for Another Group</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Call Pickup for Specified Group</td>
<td>Call Pickup Group Number</td>
</tr>
<tr>
<td>27</td>
<td>Speed Dial – Common / Private</td>
<td>Speed Dial Number (Common / Private)</td>
</tr>
<tr>
<td>28</td>
<td>Speed Dial – Group</td>
<td>Speed Dial number (Group)</td>
</tr>
<tr>
<td>29</td>
<td>Repeat Redial</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Saved Number Redial</td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Memo Dial</td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>Meet – Me Conference</td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>Override (Off-Hook Signaling)</td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Break – In</td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>Camp On</td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>Speed Dial – Group</td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>DND / FWD Override Call</td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>Message Waiting</td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>Room Monitoring</td>
<td></td>
</tr>
<tr>
<td>40</td>
<td>Handset Transmission Cutoff</td>
<td></td>
</tr>
<tr>
<td>41</td>
<td>Buzzer</td>
<td>Extension Number</td>
</tr>
<tr>
<td>42</td>
<td>Boss – Secretary Call</td>
<td>Extension Number</td>
</tr>
<tr>
<td>43</td>
<td>Series Call</td>
<td></td>
</tr>
<tr>
<td>44</td>
<td>Common Hold</td>
<td></td>
</tr>
<tr>
<td>45</td>
<td>Exclusive</td>
<td></td>
</tr>
<tr>
<td>46</td>
<td>Department Group Log Out</td>
<td></td>
</tr>
<tr>
<td>47</td>
<td>Reverse Voice over</td>
<td>Extension Number</td>
</tr>
<tr>
<td>48</td>
<td>Voice Over</td>
<td>Extension Number</td>
</tr>
<tr>
<td>49</td>
<td>Call Redirect</td>
<td>Extension Number or Voice Mail Number</td>
</tr>
<tr>
<td>50</td>
<td>Account Code</td>
<td></td>
</tr>
<tr>
<td>51</td>
<td>General Purpose Relay</td>
<td>Relay No (0, 1-8)</td>
</tr>
<tr>
<td>52</td>
<td>Automatic Answer with Delay</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Message Setup</td>
<td></td>
</tr>
<tr>
<td>Function Number</td>
<td>Function</td>
<td>Additional Data</td>
</tr>
<tr>
<td>-----------------</td>
<td>------------------------------------------------------</td>
<td>-----------------------------------------------------</td>
</tr>
<tr>
<td>53</td>
<td>Automatic Answer with Delay Message Start</td>
<td></td>
</tr>
<tr>
<td>54</td>
<td>External Call Forward by Door Box</td>
<td></td>
</tr>
<tr>
<td>55</td>
<td>Extension Name Change</td>
<td></td>
</tr>
<tr>
<td>56</td>
<td>General Purpose LED Operation</td>
<td></td>
</tr>
<tr>
<td>57</td>
<td>General Purpose LED Indication</td>
<td></td>
</tr>
<tr>
<td>58</td>
<td>Automatic Transfer at Department Group Call</td>
<td>Extension Group Number (1-8 or 01-64)</td>
</tr>
<tr>
<td>59</td>
<td>Delayed Transfer at Department Group Call</td>
<td>Extension Group Number (1-8 or 01-64)</td>
</tr>
<tr>
<td>60</td>
<td>DND at Department Group Call</td>
<td>Extension Group Number (1-8 or 01-64)</td>
</tr>
<tr>
<td>61</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>62</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>63</td>
<td>Outgoing Call Without Caller ID (ISDN)</td>
<td></td>
</tr>
<tr>
<td>64</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>65</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>66</td>
<td>CTI</td>
<td></td>
</tr>
<tr>
<td>67</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>68</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>69</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>70</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>71</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>72</td>
<td>Keypad Facility Key</td>
<td></td>
</tr>
<tr>
<td>73</td>
<td>Keypad Hold Key</td>
<td></td>
</tr>
<tr>
<td>74</td>
<td>Keypad RETRIEVE Key</td>
<td></td>
</tr>
<tr>
<td>75</td>
<td>Keypad Conference Key</td>
<td></td>
</tr>
<tr>
<td>76</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>77</td>
<td>Voice Mail (In-Skin)</td>
<td>Extension Number or Pilot Number</td>
</tr>
<tr>
<td>78</td>
<td>Conversation Recording – Voice Mail</td>
<td></td>
</tr>
<tr>
<td>79</td>
<td>Automated Attendant (In-Skin)</td>
<td>Extension Number or Pilot Number</td>
</tr>
<tr>
<td>80</td>
<td>Tandem Ringing</td>
<td>1=Set 0=Cancel Extension Number to Tandum Ring</td>
</tr>
<tr>
<td>81</td>
<td>Automatic Transfer to Transfer Key</td>
<td>Trunk Line No. (001-200)</td>
</tr>
<tr>
<td>Function Number</td>
<td>Function</td>
<td>Additional Data</td>
</tr>
<tr>
<td>-----------------</td>
<td>-----------------------------------------------------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>82</td>
<td>Dterm IP Call Log</td>
<td></td>
</tr>
<tr>
<td>83</td>
<td>Conversation Recording Function (VMSU)</td>
<td>0=Pause</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1=Re-recording</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2=Address</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3=Erase</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4=Urgent Page</td>
</tr>
<tr>
<td>84</td>
<td>Drop Key</td>
<td></td>
</tr>
<tr>
<td>85</td>
<td>Directory Dialing</td>
<td></td>
</tr>
<tr>
<td>86</td>
<td>Private Call Refuse</td>
<td></td>
</tr>
<tr>
<td>87</td>
<td>Caller ID Refuse</td>
<td></td>
</tr>
<tr>
<td>88</td>
<td>Dial-In Mode Switching</td>
<td></td>
</tr>
<tr>
<td>89</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>90</td>
<td>--Not Used--</td>
<td></td>
</tr>
<tr>
<td>91</td>
<td>Live Recording Key</td>
<td></td>
</tr>
<tr>
<td>94</td>
<td>Call Attendant</td>
<td></td>
</tr>
<tr>
<td>97</td>
<td>97: Doorphone (1-8: Doorphone No.)</td>
<td></td>
</tr>
</tbody>
</table>
This page is for your notes.
5. **DIRECTORY OPERATION**

This chapter explains the Directory function of DT Series. By using Directory function, the user can make a call with simple operation.

Directory function can register up to 500 records. The user can add/view/edit/delete these records.

- Add New Data
- Find Registered Data
- Make a Call From Directory
- Delete All Directory Data
- Delete Specific Directory Data
Add New Data

STEP 1: Press Menu key. The menu screen is displayed in LCD.

STEP 2: Select 2. Directory by using Cursor Key, Digit Key (2) or Softkey. (DT7XX menu shown)

STEP 3: Select 1. REGIST by using Cursor Key, Digit Key (1) or Softkey.

STEP 4: Select Name or Telephone Number by using Alpha or Num Softkey to toggle between the two.

STEP 5: Enter a name or telephone number to be registered in the directory using the dial pad.

STEP 6: After entering the name or telephone, press the Hold key.

STEP 7: The following list appears. Select a desired group by entering a number.

STEP 8: Enter the telephone number as indicated in the display and press the Hold key.

STEP 9: Enter a desired Memory ID.

STEP 10: After entering the Memory ID, the display goes back to the main directory screen. Press exit to go back to the main screen.
Find Registered Data

STEP 1: Press Menu Key. The menu screen is displayed in the LCD. (DT7XX menu shown)

<table>
<thead>
<tr>
<th>[Menu]</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Directory</td>
</tr>
<tr>
<td>2. History</td>
</tr>
<tr>
<td>3. Tool</td>
</tr>
<tr>
<td>Back</td>
</tr>
</tbody>
</table>

STEP 2: Select 2. Search by using Cursor Key, Digit Key (1) or Softkey.

<table>
<thead>
<tr>
<th>REGIST</th>
<th>SEARCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>1: SETTING</td>
<td>2: SEARCH</td>
</tr>
<tr>
<td>3: SETTING</td>
<td>4: DeleteAll</td>
</tr>
</tbody>
</table>

STEP 3: Select MENU to search.

TLBK1: SEARCH NAME [A]
NUM MENU

Note: The display will show No TELBK Data if there are no entries to review.

STEP 4: Select a search method from the following list.

[SEARCH MENU]
NAME GRP NUM MEM

<table>
<thead>
<tr>
<th>Search Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Name</td>
<td>Search data from the name list registered in the directory.</td>
</tr>
<tr>
<td>2. Group</td>
<td>Display the lists registered to each group (01~20 groups).</td>
</tr>
<tr>
<td>3. Tel Number</td>
<td>Search data from the telephone number list registered in the directory.</td>
</tr>
<tr>
<td>4. Memory ID</td>
<td>Search data from the memory number registered in the directory.</td>
</tr>
</tbody>
</table>

STEP 5: The following is an example when NAME, GRP, NUM, and MEM are selected as a search.
Make a Call From Directory

STEP 1: Display the detailed data for a target party (see Find Registered Data).

The following display is an example of dial by name.

<table>
<thead>
<tr>
<th>NAME</th>
<th>GRP</th>
<th>NUM</th>
<th>MEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEC</td>
<td></td>
<td>2132622000</td>
<td>CHG</td>
</tr>
</tbody>
</table>

STEP 2: Lift handset, press the Speaker key or press the Dial Softkey while displaying the detailed data for target party on LCD.

Note: If multiple telephone numbers are assigned into a target party, a call is made to the first telephone number.

Delete All Directory Data

STEP 1: Display the main directory screen.

<table>
<thead>
<tr>
<th>1: REGIST</th>
<th>2: SEARCH</th>
<th>3: SETTING</th>
<th>4: DeleteAll</th>
</tr>
</thead>
<tbody>
<tr>
<td>1:</td>
<td>2:</td>
<td>3:</td>
<td>4:</td>
</tr>
</tbody>
</table>

STEP 2: To delete all the registered data, press the Enter Key or 4: Softkey to delete all the data. Below is a sample display of a deleted number.

STEP 3: After 4-digit password is entered, display asks if you want to delete all the Directory data. To delete, press Yes.

STEP 4: After the appropriate Directory data is deleted, the display changes as follows:

DELETED ALL TELBOOK DATA
**Delete Specific Directory Data**

**STEP 1:** Display the detailed data for a target party (see Find Registered Data).

**STEP 2:** Press **Menu** Key. The display changes as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>GRP</th>
<th>NUM</th>
<th>MEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>[SEARCH MENU]</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Select a search method to be deleted. Select one by using the Cursor key or Softkey. The example below displays a specific group deleted. Select Group 01.

1: NEC
2142622000

**STEP 3:** Select 1: NEC.

<table>
<thead>
<tr>
<th>[1 ] NEC</th>
<th>CHG</th>
<th>DEL</th>
<th>Dial</th>
</tr>
</thead>
</table>

**STEP 4:** Press the **DEL** Softkey to delete the appropriate Directory data.

**STEP 5:** After the appropriate Directory data is deleted, the following display appears:

**STEP 6:** The following confirmation message appears.

DELEF COMPLETE!
6. **CALL HISTORY OPERATION**

This chapter explains the Call History function of DT Series. By using the Call History function, the user can make a call with a simple operation.

The Incoming Call History can register up to 50 records.
The Outgoing Call History can register up to 10 records.

- View Call History
- Make a Call From Call History
- Store Call History Data to Speed Dial
- Delete Call History Data
**View Call History**

**STEP 1:** Press **Menu** Key. The menu screen is displayed in the LCD.

**STEP 2:** Select 1. **History** by using Cursor Key, Digit Key (1) or Softkey. (DT7XX menu shown)

<table>
<thead>
<tr>
<th>[Menu]</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. History</td>
</tr>
<tr>
<td>2. Directory</td>
</tr>
<tr>
<td>3. Tool</td>
</tr>
<tr>
<td>4. Call Function</td>
</tr>
<tr>
<td>5. Setting</td>
</tr>
<tr>
<td>6. Presence</td>
</tr>
<tr>
<td># Favorite</td>
</tr>
<tr>
<td>0 Config</td>
</tr>
</tbody>
</table>

**STEP 3:** Select an item from the following histories, by using the Softkey.

**Note:** Use the Cursor key to display the next/former records.

**Note:** If no history data is saved, “LIST END” will be displayed on LCD.

**STEP 4:** The detailed information of the last call is displayed.

![Display Screen]

In this example, 1. **CID** is selected.
Make a Call From Call History

STEP 1: Display the Call History data of the target telephone number referring to Make a Call from Call History. The following is an example when the history of Caller ID is displayed.

<table>
<thead>
<tr>
<th>01: 2142622000</th>
<th>4-28 1:59</th>
</tr>
</thead>
<tbody>
<tr>
<td>Store</td>
<td>DEL</td>
</tr>
</tbody>
</table>

STEP 2: Lift the handset, press the Speaker key while displaying the call history information for the target telephone number on the LCD.

Note: While the call history data is displayed, the user cannot make a call by dialing a telephone number.

Store Call History Data to Speed Dial

STEP 1: Display the Call History data of the target telephone number (see Make a Call From Call History). The following is an example when the history of a call is displayed.

<table>
<thead>
<tr>
<th>01: 2142622000</th>
<th>4-28 2:40</th>
</tr>
</thead>
<tbody>
<tr>
<td>Store</td>
<td>DEL</td>
</tr>
</tbody>
</table>

STEP 2: Press the Store Softkey while displaying the call history information for the target telephone number. The display changes as follows:

<table>
<thead>
<tr>
<th>01: 2142622000</th>
<th>4-28 2:40</th>
</tr>
</thead>
<tbody>
<tr>
<td>STA SPD</td>
<td>Jane Doe</td>
</tr>
</tbody>
</table>

STEP 3: Select STA to store in a Speed Dial bin or select SPD to store in a System Speed Dial bin. Select TELBK to store in a Telephone Book.
Delete Call History Data

STEP 1: Press the Menu key. The menu screen is displayed in the LCD.

STEP 2: Select 1. Call History by using the Cursor Key, Digit Key (1), or Softkey. (DT7XX menu shown)

STEP 3: Select CID Softkey.

STEP 4: Select DEL Softkey.

STEP 5: Select One to delete a single call or All to delete all call history.