Quick Reference Guide For
Partner ACS R5 – System Programming

System Programming – From extension 10 or 11 (Any MLS display phone) dial
Feature 00, then press the **Left Intercom** button 2 times to enter **System Programming**.
The numbers in parentheses after the program item heading are the factory default values.
To end the **System Programming** session dial **Feature** 00.

System Date (010100)
Dial #101
Dial date (MMDDYY)

System Time (0000)
Dial #103
Dial time (HHMM) in 24-hour
format

Number of Outside Lines
Dial #104
Dial number of lines (01-31)

Transfer Return Rings (4)
Dial #105
Dial return rings (0-9), 0=No return

Recall Timer (18=450msec)
Dial #107
Dial recall interval (01-80)
Each increment of 1 = 25msec

Rotary Dial Timeout (2)
Dial #108
1=4 sec, 2=8 sec, 3=12 sec

Outside Conference Denial (1)
Dial #109
1=Allowed, 2=Disallowed

ASA Delay (2)
Dial #110
Dial ring delay (0-9)

ASA Button (Ext. 10) (2)
Dial #111
1=Assigned to next available button w/lights,
2=Not assigned, 3=Press button to custom assign

DXD Delay (2)
Dial #112
Dial Ring Delay (0-9)

DXD Button (Ext. 10) (2)
Dial #113
1=Assigned to next available button w/lights,
2=Not assigned, 3=Press button to custom assign

Outgoing Call Restrict Button (2)
Dial #114
1=Assigned, 2=Not assigned,
3=Select button

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Wake Up Service Button (2)
Dial #115
1=Assigned, 2=Not assigned,
3=Select button

Ring On Transfer (1)
Dial #119
1=Active, 2=Not active

ASA Mode (1)
Dial #121
1=Hold, 2=Disconnect,
3=Ring a programmable button

Caller ID Type (1)
Dial #122
1=USA, 2=Singapore

Backup Programming – Auto (2)
Dial #123
1=Active, 2=Not active,
3=Backup alarm cleared

Backup Programming – Manual
Dial #124
Press **Enter** to begin backup

Restore Programming (1)
Dial #125
1=Manual MMDDYY,
2=Automatic MMDDYY
Press **Enter** to begin restore

Auto Daylight/Standard Times (1)
Dial #126
1=Active, 2 = Not active

System Mode (Key)
Dial #198
Key = 8632851
Pool = 8632852
System will restart

Dial Mode (1)
Dial #201
Dial line number (01-31)
1=Touchtone, 2=Rotary

Hold Disconnect Timer (09)
Dial #203
Dial line number (01-31)
00=None, 12=600msec (Each
increment of 01 = 50msec)

ASA Lines (2)
Dial #204
Dial line number (01-31)
1=Assigned, 2=Not assigned

DXD Lines (2)
Dial #205
Dial line number (01-31)
1=Assigned, 2=Not assigned

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Group Call Distribution (2)
Dial #206
Dial group number (1-6, 7 = VMS group)
Dial line number (01-31)
1=Assigned, 2=Not assigned, 3=VMS Cover

Line Coverage Extension
Dial #208
Dial line number (01-31)
Dial extension (10-49)

Line Assignment
Dial #301
Dial extension (10-49)
Dial line number (01-31)
1=Assigned, 2=Not assigned
3=Select button

Language (1)
Dial #303
1=English, 2=Spanish, 3=French

Abbreviated Ring (1)
Dial #305
Dial extension (10-49)
1=Active, 2=Not active

Forced Account Code Entry (2)
Dial #307
Dial extension (10-49)
1=Assigned, 2=Not assigned

Pool Line Assignment (2)
Dial #207
Dial line number (01-31)
1=No pool, 2=Main pool 880,
3=Pool 881, 4=Pool 882, 5=Pool 883

Unique Line Ringing (1)
Dial #209
Dial line number (01-31)
Dial ring pattern (1-8)

Line Access Restriction (1)
Dial #302
Dial extension (10-49)
Dial line number (01-31)
1=No restriction, 2=Out only,
3=In only, 4=No access

Automatic Extension Privacy (2)
Dial #304
Dial extension (10-49)
1=Assigned, 2=Not assigned

Transfer Return Extension(*)
Dial #306
Dial extension (10-49)
Dial extension to which a transferred
  call will be returned (10-49)
* = Extension transferring call

Distinctive Ring (1)
Dial #308
Dial extension (10-49)
1=Active, 2=Not active

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Intercom Dial Tone (1)
Dial #309
1=Regular, 2=Machine

Automatic VMS Cover (2)
Dial #310
Dial extension (10-49)
1=Assigned, 2=Not assigned

External Hotline (2)
Dial #311
Dial extension (10-49)
1=Assigned, 2=Not assigned

Voice Interrupt On Busy (2)
Dial #312
Dial extension (10-49)
1=Assigned, 2=Not assigned

Line Access Mode
Dial #313
Dial extension (10-49)
1=Pool (All except 10)
2=Key

Pool Extension Assignment
Dial #314
Dial Extension (10-49)
Dial Pool Access Code (880-883)
1=Assigned, 2=Not Assigned,
3=Select Button

Pool Access Restriction (1)
Dial #315
Dial extension (10-49)
Dial Pool Number (880-883)
1=No restriction, 2=Outgoing only,
3=Incoming only, 4=No access

Call Waiting (2)
Dial #316
Dial extension (10-49)
1=Assigned, 2=Not assigned

Caller ID Log Answered Calls (2)
Dial #317
Dial extension (10-49)
1=Active, 2=Not active

Caller ID Call Log Line Association
Dial #318
Dial extension (10-49)
Dial line number (01-31)

Caller ID Log All Calls (*)
Dial #319
Dial extension (10-49)
* =No extension assigned

Call Coverage Rings (2)
Dial #320
Dial number of rings (1-9)

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VMS Cover Rings (3)
Dial #321
Dial extension (10-49)
Dial target extension (10-49)

Outgoing Call Restrictions (1)
Dial #401
Dial extension (10-49)
1=No restriction, 2=Inside only,
3=Local only

System Password
Dial #403
Dial 4 digits to set password

Disallowed List Assignment (2)
Dial #405
Dial extension (10-49)
Dial list number (1-8)
1=Assigned, 2=Not assigned

Allowed Phone Number List
Dial #407
Dial list number (1-8)
Dial list entry (01-10)
Dial phone number (12 digits max.)
Press **Enter**

Forced Account Code List
Dial #409
Dial list entry (01-99)
Dial account code (Up to 6 digits)
Press **Enter**

Copy Settings
Dial #399
Dial source extension (10-49)
Dial number of rings (1-9)

Toll Call Prefix (1)
Dial #402
1=0/1 + Area Code,
2=Area Code only

Disallowed Phone Number List
Dial #404
Dial list number (1-8)
Dial list entry (01-10)
Dial phone number (12 digits max.)
Press **Enter**

Emergency Phone Number List
Dial #406
Dial list entry (01-10)
Dial phone number (12 digits max.)
Press **Enter**

Allowed List Assignments (2)
Dial #408
Dial extension (10-49)
Dial list number (1-8)
1=Assigned, 2=Not assigned

Star Code Dial Delay (0)
Dial #410
Dial delay in seconds (0-5),
6=Not active

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Pickup Group Extensions (2)
Dial #501
Dial group number (1-4)
Dial extension (10-49)
1=Assigned, 2=Not assigned

Calling Group Extensions (2)
Dial #502
Dial group number (1-4)
Dial extension (10-49)
1=Assigned, 2=Not assigned

Night Service Button (Extension 10 Only) (2)
Dial #503
1=Assigned to next available button w/lights
2=Not assigned
3=Press a button with lights to custom assign

Night Service Group (2)
Dial #504
Dial extension (10-49)
1=Assigned, 2=Not assigned

Hunt Group Extensions (2)
Dial #505
Dial group number (1-6, 7 = VMS group)
Dial extension (10-49)
1=Assigned, 2=Not assigned

VMS Hunt Delay (2)
Dial #506
Dial 1 (day), or 2 (night)
Dial line number (01-31)
Dial number of rings (0-6)

VMS Hunt Schedule (1)
Dial #507
Dial line number (01-31)
1=Always, 2=Day only, 3=Night only

Fax Extension (2)
Dial #601
Dial extension (10-49)
1=Assigned, 2=Not assigned

Music-On-Hold (1)
Dial #602
1=Active, 2=Not active

Hotline
Dial #603
Dial hotline extension (**NOT** 10, or the first
2 extensions of any 206 or 308)
Dial alerted extension (10-49, or 70 for page)

Doorphone 1 Extension
Dial #604
Dial extension (Any except first
2 extensions of any 206 or 308)

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Doorphone 2 Extension
Dial #605
Dial extension (Any except first 2
extensions of any 206 or 308)

Doorphone Alert Extensions (1)
Dial #606
Dial extension (10-49)
1=No Alert, 2=Door 1 Alert,
3=Door 2 Alert, 4=Door 1&2 Alert

AA Extensions (2)
Dial #607
Dial extension (10-49)
1=Assigned, 2=Not assigned

SMDR Record Type (1)
Dial #608
1=All calls, 2=Outgoing calls only

SMDR Top Of Page
Dial #609

SMDR Output Format (1)
Dial #610
1=15 digits, 2=24 digits

SMDR Talk Time (2)
Dial #611
1=Active, 2=Not active

Contact Closure Group (2)
Dial #612
Dial group number (1-2)
Dial extension (10-49)
1=Assigned, 2=Not assigned

Contact Closure Operation Type (2)
Dial #613
Dial a contact closure (1-2)
1=1 sec. On, 2=3 secs. on,
3=5 secs. on, 4=Toggle

Music On Hold Volume (4)
Dial #614
Dial volume (1-7)

System Reset
Dial #728
All calls disconnected,
all programming saved

Remote Administration Password
Dial #730
Current password displayed
Enter password (Up to 8 characters,
use 2-digit character codes on p. 10)

System Initialization
Dial #989
Display "Restart – Defaults"
Dial 25327 (CLEAR)
System is returned to factory default

Quick Reference Guide For
Partner ACS R5 – Centralized Programming

Centralized Programming – From extension 10 or 11(Any MLS display phone) dial **Feature** 00, press the **Left Intercom** button 2 times, then press the **Right Intercom** button 1 time to enter **Centralized Programming**. The following station features can **only** be changed in **Centralized Programming**. To program another extension, press the **Right Intercom** button. Dial **Feature** 00 to end the programming session.

Automatic Line Selection (Do this procedure first before programming other features)
Dial extension (10-49)
Dial **
Press line or pool buttons in the order of desired selection. (To select intercom dial tone, press the **Left Intercom** button first, then press line or pool buttons in the order of desired selection.)
Dial ** to end

Line Ringing
Dial extension (10-49)
Observe the green lights for each line or pool assigned to the extension.
      Immediate Ring = Steady light
      Delayed Ring = Slow flashing light
      No Ring = Fast fluttering light
Press each line or pool button until the desired ring option is set.

Quick Reference Guide For
Partner ACS R5 – Station Features

To program a feature to a station button follow one of the following procedures:

Station Programming (At the station being programmed)
Dial **Feature** 00
Press the button to be programmed
Press the **Feature** button, then dial a feature code listed below
Program another button, or dial **Feature** 00 to end

Centralized Programming (At Station 10 or 11 Only)
Dial the extension (10-49) to be programmed
Press the button to be programmed
Press the **Feature** button, then dial a feature code listed below
Program another button, or dial **Feature** 00 to end

Feature Codes

*Do Not Disturb = 01	*VMS Cover = 15
Exclusive Hold = 02	*Caller ID – Name Display = 16
Recall (Flash) = 03	*Caller ID Inspect = 17
Saved Number Redial = 04	*Voice Interrupt On Busy = 18
Last Number Redial = 05	**Background Music = 19
Conference Drop = 06	**Call Coverage = 20
*Privacy = 07	**Station Lock = 21
Touchtone Enable = 08	***Station Unlock = 22
Message Light On = 09	*Caller ID Call Logging & Dialing = 23
Message Light Off = 10	*Record-A-Call = 24
**Call Forwarding/Call Follow Me = 11	*Call Screening = 25
**Account Code Entry = 12	**Contact Closure 1 = 41
Manual Signaling = 13	**Contact Closure 2 = 42
Voice Mailbox Transfer = 14	

*Requires a button with lights
**Button with lights recommended
***Do **NOT** program on a button

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Partner ACS R5 – Station Features

Additional Features

Enter **Station Programming,** or **Centralized Programming**
Press the button to be programmed
Call Pickup Individual = Press **Left Intercom**, dial 6, dial extension (10-49)
Call Pickup Group = Press **Left Intercom**, dial 66, dial group (1-4)
Direct Line Pickup – Active Line = Press **Left Intercom**, dial 68
Direct Line Pickup – Idle Line = Press **Left Intercom**, dial 8
Group Calling - Ring = Press **Left Intercom**, dial 7, dial group (1-4)
Group Calling – Voice = Press **Left Intercom**, dial *7, dial group (1-4)
Group Hunting – Ring = Press **Left Intercom**, dial 77, dial hunt group (1-6)
Group Hunting – Voice = Press **Left Intercom**, dial *77, dial hunt group (1-6)
Loudspeaker Paging = Press **Left Intercom**, dial 70
Simultaneous Paging = Press **Left Intercom**, dial *70

Extension Name Display

Enter **Station Programming**, or **Centralized Programming**
Press **Left Intercom**
Dial 2-digit code for each character
(MLS display = 12 characters limit, Partner display = 20 characters limit)

A = 21	N = 62	BLANK =11
B = 22	O = 63	0 = 00
C = 23	P = 71	1 = 10
D = 31	Q = 72	2 = 20
E = 32	R = 73	3 = 30
F = 33	S = 74	4 = 40
G = 41	T = 81	5 = 50
H = 42	U = 82	6 = 60
I = 43	V = 83	7 = 70
J = 51	W = 91	8 = 80
K= 52	X = 92	9 = 90
L = 53	Y = 93	
M= 61	Z = 94	

Quick Reference Guide For
Partner ACS R5 – Auto/Speed Dialing

Auto Dial – Inside (Station DSS/BLF)
Enter **Station Programming,** or **Centralized Programming**
Press the button to be programmed
Press the **Left Intercom** button
Dial an extension (10-49)
Note: Dial * before the extension to make this a voice call instead of a ringing call

Auto Dial – Outside
Enter **Station Programming**, or **Centralized Programming**
Press the button to be programmed
Dial outside phone number (Up to 28 digits including special dialing characters)

Personal Speed Dial
Enter **Station Programming**, or **Centralized Programming**
Press the **Feature** button
Dial a 2-Digit Code (80-99)
Dial outside phone number (Up to 28 digits including special dialing characters.)

System Speed Dial (Note: NOT Done In System Programming)
At extension 10 or 11, dial **Feature** 00
Press **Feature** followed by a 3-digit speed dial code (600-699)
Dial phone number (Up to 28 digits including special dialing characters.)
Dial **Feature** 00 to end

    Special Dialing Characters
    Pause (1.5 Seconds) = Press **Hold** button
    Recall (Flash) = Press **Spkr** button
    Stop Dialing = Press **Mic** button
    Touchtone Enable = Press **Transfer** button
    Restriction Override = Dial * before the phone number

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