COMDIAL

Executech LCD Speakerphone
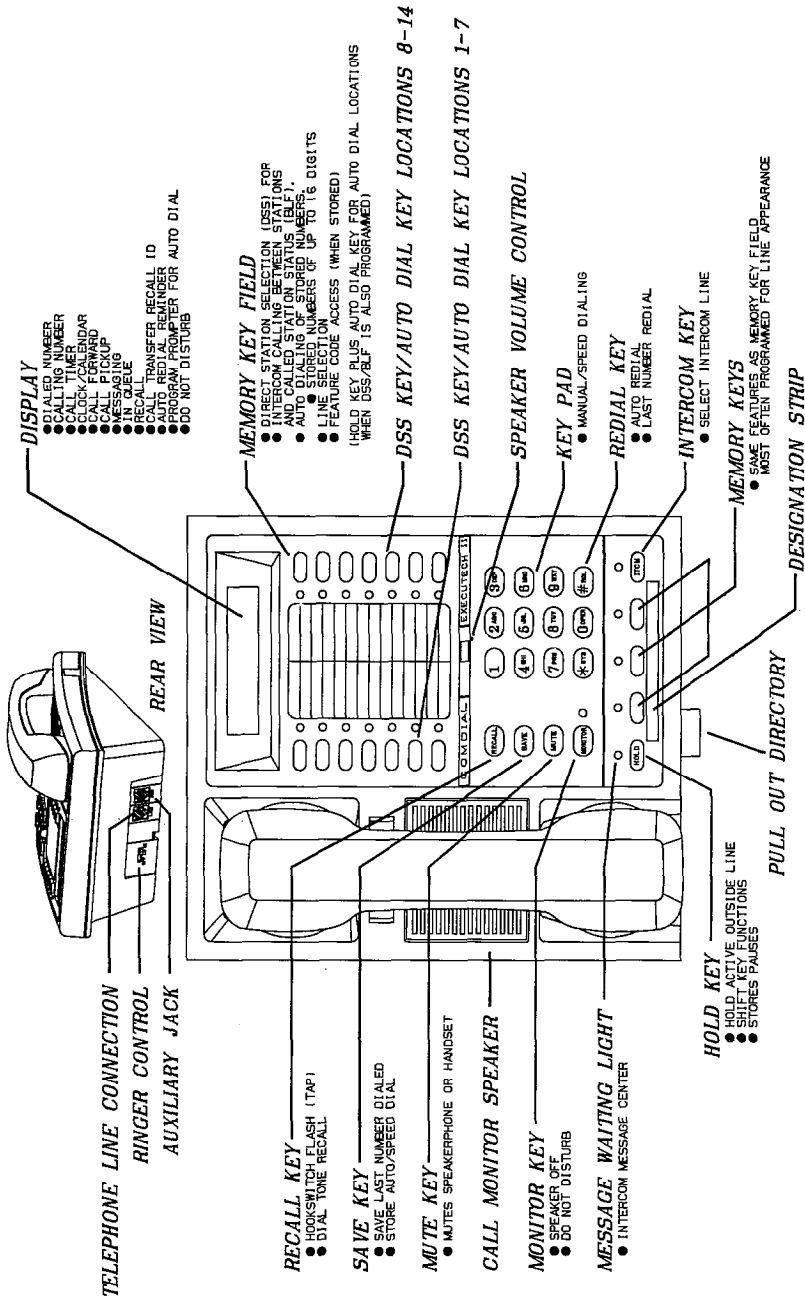
User's Guide
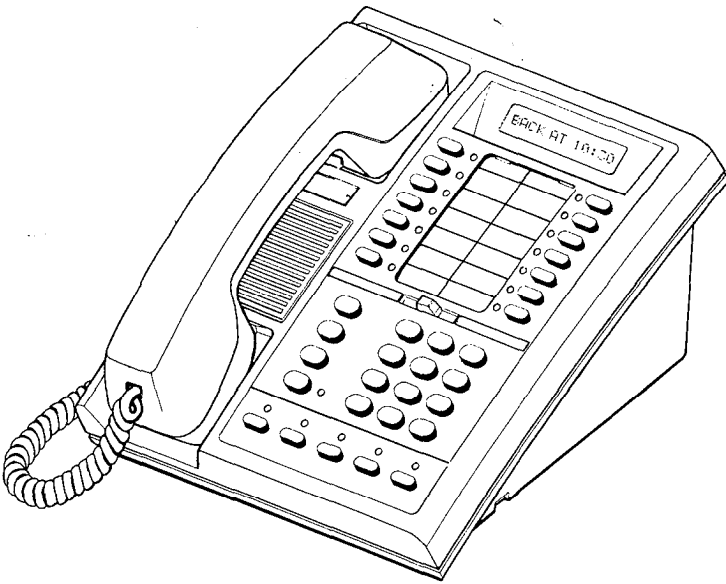
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Introduction

This Executech LCD Speakerphone provides the user with a Liquid Crystal Display (LCD) in addition to the many standard available features. In the idle state, this 16-digit LCD provides a desk clock and calendar combination. When a call is in progress, an elapsed time display provides a constant reminder of call duration. Other call handling and information displays make telephone use easier and more efficient.

All display functions occur automatically as call processing and handling proceeds. One manual operation (**Call Messaging Display**) is available for use where needed.

The Basics

Placing A Call

❑ Press line key to select line.

Or

❑ If line groups are provided, press **ITCM** then dial access code for desired group.

NOTE: **Selecting a line is not necessary if a line has been assigned to you or if your telephone automatically picks an idle line for use when the handset is lifted. A system selected idle line that is normally not assigned to your telephone may appear on a line key reserved for that purpose during the time that the line is in use (if this feature is programmed).**

❑ Listen for dial tone.

RESULTS: Display will show line selected for use.

```
Line      2
```

❑ Dial number.

RESULTS: Display will show dialed number.

```
200
```

1. Typical host system extension.

```
9782200
```

2. Typical trunk number.

```
918049782200
```

3. Typical access code preceding typical trunk number.

When party answers,

❑ Speak toward telephone or lift handset for private con-
versation.

To return to speakerphone from handset,

❑ Press **MONITOR** key. ❑ Hang up handset.

To end call,

❑ Press **MONITOR** key or hang up handset if engaged in
private conversation.

Call Timer

     RESULTS: Approximatetly twenty seconds after dialing is
              complete Call Timer shows elapsed time of call.

        Call Time 1:57

     RESULTS: Elapsed time will show for ten seconds after call
              is completed.

To recall elapsed time any time after display has dropped and
before another call is made,

❑ Press **HOLD.**

     RESULTS: Elapsed time will appear in display and remain
              for fifteen seconds.

Answering A Call

❑ Press line key of ringing line (line key with flashing light).
  ❑ Speak toward telephone.

If your assigned line is ringing or if your telephone is programmed
to answer any ringing line,

❑ Lift handset then switch to speakerphone (if desired) by
pressing **MONITOR** and hanging up handset.

     NOTE: **If your telephone can answer any ringing line,
one that is normally not assigned to it may appear on a**

line key reserved for that purpose when it is answered. (if this feature is programmed).

RESULTS: Display will show answered line.

[Line   2]

Placing A Call On Hold

Manual hold (Any telephone with line appearance can retrieve held call.)

❑ Press **HOLD**.

To return to call on hold,

❑ Press line key with flashing light.

Exclusive hold (Only your telephone can retrieve held call.)

❑ Press **HOLD** twice.

Hold recall feature

After a preprogrammed length of time, a call placed on hold will automatically ring back to the telephone which placed it on hold. If the call is on exclusive hold, it will revert to manual hold after the hold recall time period and can be retrieved by anyone with that line appearance.

RESULTS: Display will show line and telephone station number each time that the timed hold recall occurs.

[Recall S118 L 2]

Placing Intercom Calls

Intercom calls may be manually dialed as described below or automatically dialed as described in the paragraph provided later titled **Direct Station Selection/Busy Lamp Field**.

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Voice Calling

❑ Lift handset. ❑ Press **ITCM**. ❑ Dial extension number. (To call system operator, dial **0**.)

> **RESULTS**: Display will show dialed extension.
>
> [Station 122]

❑ Speak to called party.

Tone Calling

❑ Press **ITCM**. ❑ Dial extension number.

> **RESULTS**: Display will show dialed extension.
>
> [Station 122]

❑ Press **ITCM** again.

> **RESULTS**: Called telephone will ring.

When called telephone answers,

❑ Speak toward telephone or lift handset for private conversation.

NOTE: **Some systems may be programmed to tone signal as the first option. In that case, press *ITCM* key again to voice call the party instead of making the called telephone ring.**

Answering Intercom Calls

> **RESULTS**: Display will show extension number of calling telephone.
>
> [Station 122]

To answer a voice call,

❑ Speak toward the telephone. ❑ Lift handset if privacy is desired.

NOTE: **Voice calling can be blocked. See the discussion titled,** *Voice Signal Blocking* **for details.**

To answer a tone call,

❑ Lift handset to talk or press **ITCM** and speak toward telephone.

Direct Station Selection/Busy Lamp Field - DSS/BLF

(One key intercom calling with visual indication of telephone status)

To program,

❑ Press **ITCM**. Listen for tone. ❑ Dial **85**. Tone will stop. ❑ Press memory key. ❑ Dial extension number. ❑ Repeat last two steps for all desired telephones. ❑ Press **MONITOR**.

NOTE: **An autodial number can also be programmed as a secondary function at every DSS/BLF memory location. See** *Automatic Dialing Instructions* **for details.**

To voice call a number,

❑ Lift handset. ❑ Press memory key. ❑ Voice announce.

NOTE: **If you are transferring a call, the outside line is automatically placed on hold when a DSS key is pressed.**

To tone call a number,

❑ Lift handset. ❑ Press memory key. ❑ Press **ITCM**. When telephone answers, two-way conversation can take place.

NOTE: **The lights (LEDs) adjacent to memory keys indicate status of DSS telephones: dark indicates idle telephone, steady-on indicates telephone in use, and flutter indicates telephone call back request.**

Transferring Outside Calls

Unscreened transfer,

☐ Answer outside call. ☐ Press **ITCM**. (Outside call is placed on hold automatically.) ☐ Dial extension number. ☐ Press **RECALL** (Outside call begins ringing at called telephone.

> **RESULTS**: Call will ring back at original telephone if not answered within a preprogrammed time.

> (Recall S118 L 2)

If call rings back, display will show recall message, station number, and line number.

Screened Transfer

If the line on which the call appears is shared by your telephone and the telephone to receive the transfer,

☐ Lift handset. ☐ Press **ITCM**. (Outside call is placed on hold automatically.) ☐ Dial extension number. ☐ Announce call and line number. ☐ Hang up handset.

NOTE: **If a telephone receiving a transfer has voice signal blocking active or is a Single Line Keyset, you will hear a ring back tone. In this case, you must wait for the user to answer your intercom call before completing the transfer.**

If the called telephone does not share line appearance,

☐ Lift handset. ☐ Press **ITCM**. (outside call is placed on hold automatically.) ☐ Call extension number. ☐ Announce call, and ask telephone user to lift their handset. ☐ Press **RECALL**. (A three-way connection is established.) ☐ Hang up your handset.

To return to outside call (busy or no answer),

☐ Press flashing line key.

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NOTE: If the system is so programmed, a transferred call on an unshared line can be made to appear at a line key reserved and labeled, for that purpose (known as a dynamic line key). Press that designated key to gain line appearance for the duration of the transferred call.

Conference Calls

Multiline conference (2 external parties, 1 internal party)

To set up a multiline conference,

❑ Establish first outside call and press **HOLD**. ❑ Establish second outside call. ❑ Press and hold down line key for second call. ❑ Press line key for first call. ❑ Release both line keys.

RESULTS: Conference is established.

To drop out of established multiline conference,

❑ Dial #. (Line lights remain lit.)

To re-enter a multiline conference,

❑ Press either lighted line key. Lift handset if private conversation is desired.

To drop one conferee while your telephone is active in conference,

❑ Press **HOLD**. Both lines placed on hold. ❑ Press line key of party to be dropped. ❑ Press and release hookswitch. ❑ Press line key of party to be retained. ❑ Resume conversation.

Add-on conference (1 external party, 2 internal parties),

This feature is available when two telephones share a common line appearance.

❑ Establish outside call. ❑ Press **ITCM** (outside call placed on hold automatically). ❑ Dial extension number. ❑ Ask intercom party to lift their handset, and to press and hold down line key for held line. ❑ Press and hold down

line key of held outside call. ❏ Release line keys when conference is established.

NOTE: **Conference transmission levels are not compen-** **sated.** **Conference levels are dependent upon the** **quality of the external lines.**

The Features

Redialing

Saved Number Redial

The last number dialed can be saved for later redial at any time. To save a number just dialed,

❏ Press **SAVE** during call or before another call is made.

RESULTS: Display will show that feature is activated.

Last No. Saved

To dial saved number,

❏ Press **HOLD SAVE.**

RESULTS: Display will first show feature is active, then show line selected, and then show dialed number.

Last Number Redial

The last number previously dialed can be redialed.

❏ Press **#.** (If on line listening to dial tone, press **HOLD #.**)
❏ Listen for ringing or busy tone.

↪ **Ringing tone:** Speak toward telephone when party answers or pick up handset for private con- versation.
↪ **Busy tone:** Press **MONITOR** to disconnect.

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Automatic Redial

The last number previously dialed can be redialed repeatedly.

❑ Press # #. (If on line listening to dial tone, press **HOLD** # #.) ❑ Station will redial number once a minute for ten minutes.

RESULTS: Display will show feature is active

(Auto-Redial)

When the call is successfully connected,

❑ Press **MONITOR** key. Lift handset for private conversation.

To cancel automatic redial,

❑ Press #.

Automatic Dialing

To program numbers,

❑ Press **ITCM**. Listen for tone. ❑ Press **SAVE**. Tone will stop. ❑ Press desired memory key. Listen for fast tone bursts.

Or

❑ If desired memory key is also programmed for one-key intercom dialing. ❑ Press **HOLD** and then press desired memory key. ❑ Listen for fast tone bursts.

RESULTS: Display will prompt for line entry.

(Line)

❑ Press dial pad keys **1 - 4** for line group selection **1 - 4.**

Or

❑ Press specific line key for line.

Or

❑ Press **0** for none. (When **0** is stored and automatic dial-
ing is used, system will pick line assigned to telephone
or last line used.)

    RESULTS: Display will prompt for number entry.

    (**Number**)

❑ Dial the number sequence to be stored. (Up to 16 digits
can be stored. Digits can be **1-0, #**, and ✳.)

To store a pause,

❑ Press **HOLD**.

    RESULTS: The letter "**P**" will appear in display.

To store a flash,

❑ Press **RECALL**.

    RESULTS: The letter "**F**" will appear in the display.

To store another number,

❑ Press **SAVE**.

    · **RESULTS**: Display will prompt for next location.

    (**Location**)

❑ Press next memory key. ❑ Repeat above line selection
and dialing programming procedure.

To end programming,

❑ Press **MONITOR**. Record autodial names on reference
card adjacent to memory key.

☞ **HINT**: Store often-used, host system PBX or Centrex
feature access dialing codes at memory key loca-
tions. This will provide one-key access to those host
system features.

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To automatically dial numbers,

❏ Press desired memory key.

Or

If desired memory key is also programmed for one-key intercom calling,

❏ Press **HOLD** and then press desired memory key.

When party answers,

❏ Speak toward telephone or lift handset for private conversation.

Station Speed Dialing

To program numbers,

❏ Follow same steps given for Automatic Dialing using the dial pad keys **1 - 0** as memory locations **1 - 10**. The display prompts for proper inputs as was illustrated with the Automatic Dialing instructions. Record speed dial numbers for reference on the pull-out directory card.

To dial numbers,

❏ Press desired dial key **1 - 0**.

Or

❏ If on line listening to dial tone, ❏Press **HOLD** and then press desired dial pad key **1 - 0**.

System Speed Dialing

To dial numbers,

❏ Press ✳. ❏ Press desired dial pad keys **10 - 59** for memory locations **10** through **59**.

Or

❏ If on line listening to dial tone. ❏ Press **HOLD** ✳ and then press desired dial pad keys **10 - 59**.

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Automatic Hold (only available at designated telephones)

This feature allows a user to move from line to line without having to press the hold key to place any current calls on hold.

❏ Press any line key.

> **RESULTS:** Active line will automatically go on hold.

Voice Signal Blocking

To block voice calls,

❏ Press **ITCM.** ❏ Dial **47.**

> **RESULTS:** All intercom calls will now be tone calls.

To un-block voice calls,

❏ Press **ITCM.** ❏ Dial **48.**

Recall/Flash

Flash (PBX, Centrex and custom calling services may require this feature.)

If your system has been configured for flash,

❏ Press **RECALL** to generate a timed flash signal.

Recall

If your system has been configured for recall,

❏ Press **RECALL** to disconnect current call and receive a new dial tone for another call.

> *NOTE:* **System can be configured for flash or recall but not for both.**

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Area Paging (requires external paging unit)

❑ Press line key dedicated to paging.

Or

❑ Lift handset. ❑ Press **ITCM.** ❑ Dial paging access code. ❑ Dial code for zone paging if required (see attendant). ❑ Make announcement.

All-Call and Zone Paging

To page,

❑ Press **ITCM.** ❑ Lift handset. ❑ Dial zone number - (**53, 52, 51,** or **50** for all-call). ❑ Make announcement. ❑ Hang up handset or wait on line for an answer.

To answer from any telephone,

❑ Lift handset. ❑ Press **ITCM.** ❑ Dial **44.** ❑ Meet paging party on line for private conversation.

Do Not Disturb

To silence your ringer and appear busy to intercom calls,

❑ Press **MONITOR.** (monitor light will turn on).

RESULTS: Display will show that feature is active

Do Not Disturb

NOTE: **The calling party will hear two quick tone bursts every three seconds. The feature cannot be overridden by the calling party.**

To cancel,

❑ Press **MONITOR** again. (monitor light will extinguish)

Mute

On hook operation

To prevent other party from hearing while using speakerphone,

❏ Press **MUTE**. Monitor light will flash.

> **RESULTS**: Display will show that feature is active
>
> (Mute)

To resume two-way conversation,

❏ Press **MUTE** again. Monitor light will turn off.

Off hook operation

To prevent other party from hearing while handset is lifted,

❏ Press and hold **MUTE**. Monitor light will flash

> **RESULTS**: Display will show that feature is active.
>
> (Mute)

To resume two-way conversation,

❏ Release **MUTE**. Monitor light will turn off.

Pulse/Tone Switching

If your telephone service is pulse (rotary) and you must convert to tone while dialing,

❏ Press # during dialing sequence where conversion is required. (System will switch back to pulse dialing when call is ended.)

NOTE: Pulse/Tone switching can be programmed into memory keys by pressing # during number storage.

Message Waiting

The message waiting (MW) light, located above the **HOLD** key, is controlled by designated telephones or one central message desk. The MW light will flash when a message awaits pick up.

To receive messages,

❑ Press **ITCM**. ❑ Press **HOLD**. Connection to message desk is automatic.

Background Music

Music must be supplied by the system before it can be turned on at a telephone.

To turn music on,

❑ Press **ITCM**. ❑ Dial **45** (monitor light will turn on). ❑ Adjust loudness of music with call monitor speaker volume control.

To turn music off,

❑ Press **ITCM**. ❑ Dial **46** (monitor light will turn off).

NOTE: Background music automatically turns off during calls.

Call Pickup

To answer a call that you hear ringing at another telephone,

❑ Lift handset. ❑ Press **ITCM**. ❑ Dial **49**. ❑ Dial extension number of ringing telephone.

Call Forward

To forward your intercom calls to another telephone,

❑ Press **ITCM**. ❑ Dial **54**. ❑ Dial extension number of telephone to which calls are to be forwarded.

RESULTS: Display will show telephone to which call is forwarded to

Fwd To 122

To cancel call forward,

❏ Press **ITCM**. ❏ Dial **55**.

NOTE: For each call received during call forward, a ring reminder (short tone burst) will be heard to remind that calls are being forwarded.

Automatic Call-Back

To arrange for the system to call back when a busy telephone becomes idle,

❏ Make intercom call. Hear busy signal. ❏ Dial **88**.

RESULTS: Display will show that feature is active.

> Camp-On S118

Calling station will ring when called telephone becomes idle.

To answer call-back ring,

❏ Lift handset. Called telephone will ring.

NOTE: Call-back is cancelled if handset is not lifted.

To cancel automatic call back before it rings,

❏ Press **ITCM**. ❏ Dial **87**.

Call Messaging Light

(Calling telephone must be programmed for DSS/BLF at called telephone)

To leave a call-back message signal,

❏ Make intercom call. Hear ring back tone. ❏ Dial **86** (BLF light at called telephone will flutter). ❏ Hang up handset.

To cancel a call-back message signal,

❏ Press **ITCM**. ❏ Dial **43**. ❏ Dial extension number of telephone to which the call message was sent.

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Call Messaging Display

A message can be set at any other Executech telephone which an Executech LCD Speakerphone will receive. Two standard messages are provided. Additional messages can be programmed into the system by the attendant and made available for use.

Message 1 - shows when telephone user will return.

To turn on message,

❏ Press **ITCM**. ❏ Dial **56**.

RESULTS: Display will prompt for message.

[Message]

❏ Dial **1**. Intercom light will flash.

RESULTS: Display will show message.

[Back At]

❏ Dial time of return in twelve-hour format.

NOTE: Dial ✳ to display dash character. Dial # to display colon character.

RESULTS: Display will show time.

[Back At - 12:30]

❏ Press **MONITOR**.

Whenever another Executech LCD Speakerphone is used to place an intercom call to this telephone, the display of the calling telephone will show the **CALL BACK** message which was programmed at this telephone.

To turn off message,

❏ Press **ITCM**. ❏ Dial **56**. ❏ Press **MONITOR**.

Message 2 - shows number where telephone user can be reached. (Used with Call Forward feature.)

To turn on message,

❑ Press **ITCM**. ❑ Dial **56**.

> **RESULTS:** Display will prompt for message.
>
> [Message]

❑ Dial **2**.

> **RESULTS:** Display will show message.
>
> [Call]

❑ Dial number.

> **RESULTS:** Display will show extension number.
>
> [Call - 118]

❑ Press **MONITOR**.

> Whenever another Executech LCD speakerphone is used to place an intercom call to this telephone, the display of the calling telephone will show the **CALL** message which was programmed at this telephone.

To turn off message,

❑ Press **ITCM**. ❑ Dial **56**. ❑ Press **MONITOR**.

> Special purpose messages may also be available for use if they are programmed into the system from the attendant telephone(s) (extensions 110, 111). Confer with the system attendant concerning message availability.

Line Queuing

A telephone can wait in line (queue) for the availability of a line or line group

To queue for busy outside line,

❏ Press **HOLD**. ❏ Press line key. Hear tone burst.

RESULTS: Display will show line queuing arrangement.

```
Camp-On L01
```

To queue for line group,

❏ Lift handset. ❏ Press **ITCM**. Listen for intercom dial tone. ❏ Dial trunk group access code (**9, 82, 83,** or **84**). Hear busy tone. ❏ Dial **88**.

RESULTS: Display will show group queuing arrangement.

```
Camp-On G1
```

❏ Hang up handset.

To answer line queuing ring-back,

❏ Lift handset, hear dial tone on line, and place call.

To cancel queuing,

❏ Press **ITCM**. ❏ Dial **87**.

Executive Override (Only available to certain telephones)

To break into conversation at another telephone,

❏ Make intercom call. Hear busy tone. ❏ Dial **77**. (Warning tone sounded at called telephones.) ❏ Join in-progress call. A three-way conference now exists. Any one of the parties can leave the conference without dropping the connection to the other two.

Call Park

A call can be placed in system storage for retrieval at any telephone in the system.

To park a call,

☐ Press **ITCM** (call is placed on exclusive hold automatically). ☐ Dial orbit access number (**61, 62, 63,** or **64**). If chosen orbit is busy, dial alternate orbit number. ☐ Use intercom to announce call and orbit number.

To retrieve a parked call,

☐ Hear announcement. ☐ Pick up handset. ☐ Press **ITCM.** ☐ Dial orbit retrieval number (**71, 72, 73,** or **74**). ☐ Answer call.

NOTE: If call is not retrieved within two minutes, it rings back to the parking telephone as a standard held call.

Personal Ringing Tones (allows selection of one to four distinctive tones for ring signals)

To program tones,

☐ Press **ITCM.** ☐ Dial **66, 67, 68,** or **69** (selects tones 1, 2, 3, or 4).

Call Waiting Tone (with camp-on)

To send call waiting tone and wait on line for an answer (camp-on),

☐ Place intercom call ☐ Hear busy tone ☐ Dial **89** (called party hears tone) ☐ When called telephone becomes idle, the waiting call will ring.

To answer call waiting tone,

☐ Hear tone (short tone burst sounds in handset receiver). ☐ Complete present call and hang up (camped-on call will begin ringing). ☐ Lift handset.

To cancel call waiting tone,

❑ Hang up handset.

Clock/Calendar Display

Whenever a telephone is idle, the display shows the day of the week, the date of the month, and the time of the day in 12-hour format.

```
Tue  1   3:05
```

Display Intensity Adjustment

The intensity (brightness and contrast) of the display can be adjusted to a desired operating level any time while the telephone is idle and on-hook.

To do so,

❑ Press and hold the **MUTE** key.

RESULTS: The automatic adjusting cycle will begin in approximately 5 seconds.

❑ Release the **MUTE** key when the intensity is at the desired level.

Display Summary

DISPLAY TYPE	WHEN DISPLAYED
Desk Clock Calendar `Tue 1 3:05`	During telephone idle state. *NOTE:* **Date and time is set by attendant as part of system programming.**
Call Timer `Call Time 1:57`	Begins 20 seconds after dialing is completed and shows for 10 seconds after hang-up. To recall display for last completed call, ❏ Press **HOLD** key. Display will return for 15 seconds.
Line Selection `Line 2`	When line is selected for calling. When ringing line is answered.
Dialed Numbers `200` **Station** `200` **Trunk** `9782200` **Access Codes** `918049782200`	The display will show all dialed numbers along with any dialed codes.

Calling Station `Station 122`	The display will show extension number of calling telephone.
Hold Recall Feature `Recall S118 L 2`	When a timed hold recall occurs, display shows line being held and holding telephone.
Saved Number Redial `Last No. Saved`	When a number is saved, display shows that feature is active. When saved number is dialed, display shows selected line then shows dialed number.

Last Number Redial
 	
`Line 2`
 	
`122`
	When last number dialed is redialed, display shows selected line then shows dialed number.

Automatic Redial `Auto-Redial`	When feature is active, display denotes activity.

Programming for Automatic Dialing/ Station Speed Dialing
 	
`Line`
 	
`Number`
 	
`599`
 	
`9pp18049782200`
 	
`f*7599`
	Display will prompt for appropriate inputs during programming sequence. A "P" is displayed for each pause stored in number string. An "F" is displayed for each flash stored in number string.

Do Not Disturb (Do Not Disturb) (Station 118)	Display shows when feature is active. When intercom call is received at DND telephone, display shows extension number of calling telephone.
Call Messaging Display (Message) (Back At) (Call)	Display will prompt for message. One of two standard messages can be programmed to be received by another Executech LCD Speakerphone.
Mute (Mute)	Display shows when feature is active.
Call Forward (Fwd To 122)	Display shows extension number of telephone to which call is forwarded.
Automatic Call Back (Camp-On S118)	When waiting for a busy called telephone to signal that it has become idle, the display shows that the feature is active.
Line Queuing (Camp-On L01) (Camp-On G1)	When queuing for a line, the display will show the queuing arrangement.

Glossary Of Terms

A

All-call and zone paging: Station can receive voice announcements through the telephone speaker.

Area paging: Dialing an access code or pressing dedicated line key can provide access to an external paging amplifier.

Automatic call-back: System will ring a calling telephone when a busy called telephone becomes idle.

Automatic dialing: Memory keys can be programmed to store numbers for automatic dialing purposes.

Automatic hold: Automatically holds line calls when moving from line to line without pressing hold key.

Automatic redial: The last number previously dialed can be automatically redialed by the telephone. Redial occurs once a minute for ten minutes or until answered.

B

Background music: System provided background music can be turned on and off at individual telephones.

C

Call forward: User can designate another telephone to receive intercom calls normally directed to the user's telephone.

Call messaging display: Standard and special purpose messages can be set on the display and sent to a calling telephone display.

Call messaging light: The busy lamp field light for a calling telephone can be turned on at a called telephone to serve as a call-back signal.

Call park: An active call at a particular telephone can be placed in system storage and retrieved by any telephone.

Call pickup: A call can be answered at one telephone when it is ringing at another telephone.

Call waiting tones: A signal can be sent to a busy telephone indicating that a call is waiting.

D

Direct telephone selection/busy lamp field: One-key intercom calling with visual indication of telephone status.

Do not disturb: Incoming call ringing and intercom calling are disabled.

Dynamic line key: System temporarily assigns a normally unassigned line to an idle line key for certain call handling operations.

E

Exclusive hold: Only the telephone placing call on hold can retrieve it.

Executive override: A calling telephone can break into a conversation at a busy called telephone.

I

Idle line preference: With this feature, going off-hook automatically selects an idle line for use.

L

Last number redial: The last number previously dialed can be automatically redialed.

Line groups: System arrangement which groups certain lines together in up to four different groups. This feature allows lines to be accessed by dialing line group codes.

Line monitoring: Monitoring of dialing and call progress with the handset on-hook.

Line queuing: A telephone can be placed in a condition where it awaits the availability of a line or line group.

M

Message waiting: A light can be activated at a telephone by a central message desk telephone to indicate that a message awaits pick-up.

Mute: A user's voice can be blocked to the distant party during a call.

P

Personal ringing tones: A telephone can be arranged to ring in one of four distinctive tone.

Prime line: A line designated to a particular telephone and automatically selected when that telephone is taken off-hook.

Pulse/Tone switching: A switch between pulse (rotary dial signals) and tone (dual tone multiple frequency signals) signalling can be effected.

Recall/flash: Either a recall (line disconnect or hang-up) or flash (PBX feature select signal) can be generated.

S

Saved Number Redial: The last number previously dialed can be saved and automatically redialed later.

Screened transfer: Transferred call is identified before transfer is made.

Station speed dialing: A personal list of numbers can be programmed for automatic dialing by a user.

System speed dialing: A special system-wide list of numbers are available for automatic dialing by all users.

U

Unscreened transfer: Call is transferred to another telephone without first being identified to it.

V

Voice signal blocking: A telephone can be set to block voice calls sent to it over the speaker.

Application Note: The operations covered in this manual reflect the latest KSU software revisions. When using this manual to operate a station connected to a KSU with an earlier software release, there may be conflicting feature operations. Contact your equipment supplier for additional information.

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