☰ INTER-TEL®

GMX-152D KEYSET QUICK REFERENCE GUIDE

SELECTING AN OUTGOING LINE: Depending on how your system is programmed, you may have several methods for selecting an outgoing line. Generally, you can press an unlit LINE key or the ANS, ANSWER, or AUTO key. Refer to the *GMX-152D Keyset User Guide* for more information.

OUTSIDE CALL

Answer:
- Lift handset. If not connected, press `ANS`, `LINE`, or `OVER`.

Place:
- Lift handset and select outgoing line.
- Dial telephone number.

INTERCOM CALL

Answer:
- Respond handsfree *OR* lift handset.

Place:
- Lift handset and dial intercom number.

TRANSFER

While on an outside call:
- Press `XFR`.
- Dial intercom number *OR* select outgoing line and dial telephone number.
- Announce call and hang up.

While on an intercom call:
- Press `SPCL` `3` `4` `6`.
- Dial intercom number *OR* select outgoing line and dial telephone number.
- Announce call and hang up.

REVERSE TRANSFER

- To pick up a ringing or holding call, lift handset and press `4`.
- Dial intercom number where call is ringing or holding.
- If not connected, press `LINE`, `OVER`, or `IC`.

STATION SPEED DIAL

Store number:
- While on hook, press `SD` to be programmed *OR* press `SPCL` `3` `8` `3` and dial desired location code (0–9).
- Dial intercom number *OR* dial outside telephone number (press `SPCL` once, twice, or three times to enter pauses or hookflashes).
- Press `IC` to store intercom number *OR* press any `LINE` to store outside number.

Dial number:
- Lift handset.
- If placing outgoing call, select outgoing line.
- Press desired `SD` *OR* press `SPCL` `3` `8` `2` and dial desired location code (0–9).

SYSTEM SPEED DIAL

- Lift handset and select outgoing line.
- Press `SYS SPD` *OR* press `SPCL` `3` `8` `1`.
- Dial the desired location code (00–99). ■

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