TELEPHONE NUMBERS

CODE	AREA	TELEPHONE NUMBER

—ToSuG–ool

TOSHIBA

PERCEPTION_e

ELECTRONIC TELEPHONE

Quick Reference Guide

This guide is a quick reference for operation of the most frequently **used** electronic telephone features. Detailed instructions for these and other features are located in the *PERCEPTION, Electronic Telephone User Guide.* All buttons are referred to by boxes with their titles printed in white. In the following procedures, unless otherwise specified, **always obtain dial tone first**. Where Number is indicated, dial either the desired station number or outside telephone number.

Outgoing Calls:
Voice: Trunk access + Number

Speakerphone (handset on-hook): **DN** + Number
  To disconnect: **SPKR**

Data: Trunk access + Data Number + Data **DN**
  To disconnect: **DRS**

Station-to-Station Calls:
Voice: Number

Speakerphone (handset on-hook): **DN** + Number
  To disconnect: **SPKR**

Data: Data **DN** + Number
  To disconnect: **DRS**

Voice/Data (after conversation is established):
  HOLD + Data **DN** + Data Number + Voice **DN**
  To disconnect: **DRS**

Automatic Dialing:
To store (handset on-hook): **AD** + Trunk access + pause (**∗**) + Number + **AD**
To use: **AD**

Repeat Last Number Dialed:
RND or **# 7**

Station Speed Dial:
To store (handset on-hook): **SDC** (or **# # 3**) + SD address code **(0 ~ 9)** + **Trunk access** + pause (**❚**) + Number + **SDC**

To use: **SDU** (or **# 3**) or **SDC** (or **# #** I) + SD address code **(0 ~ 9)**

System Speed Dial:
SDS (or **# 6**) + SDS address code (10 ~ 99)

Call Functions:
Automatic Callback: **ACB** (or **CONF** + **❚ 7**)
   To cancel: **ACB** (on-hook) or **❚ ❚ 7**

Call Forward:
   All Call: **CFD** + Number + **CFD**
      (or **❚ 9** + Number + **#**)
   Busy: **CFBY** + Number + **CFBY**
      (or **# 1 0** + Number + **#**)
   No Answer: **CFNA** + Number + **CFNA**
      (or **# 1 1** + Number + **#**)
   Busy/No Answer: **CFBD** t Number + **CFBD**
      (or **# 1 2** + Number + **#**)

Call Forward System:
   Busy: **CFSB** + Number + **CFSB**
      (or **# 1 3** + Number + **#**)
   Busy/No Answer: **CFSN** + Number + **CFSN**
      (or **# 1 4** + Number + **#**)

Call Forward Cancel: **CFD**, **CFBY**, **CFNA**, **CFBD**, **CFSB**, **CFSN** or **❚ ❚ 9**

Call Pickup Directed: **CPD** + Number
      (or **❚ 6** + Number)

Call Pickup Group: **CPG** (or **❚ 4**)

Conferencing: **CONF** + Number + **CONF**

Consultation Call: **CONF** + Number

Do Not Disturb:
   To set: **DND** (or **# 2**)
   To cancel: **DND** (or **# # 2**)

Messaging:
Station-to-Station Messaging:
   To set (station-to-station): Number + **SSM**
   To respond: **SSM**
   To cancel (from calling station): Number + **SSM**
   To cancel (from called station): **SSM** (on-hook)

Alphanumeric Message:
   To set: **MES** or **# 1 7** (on-hook) + **0 ~ 9** + **MES**
   To cancel: **MES** or **# 1 7** (on-hook)

Message Waiting:
   To respond: **MSG**
   To cancel: **MSG** or **# 5** (on-hook)

Call Holding and Transfer:
To park: **PARK** (or **CONF** + **❚ 3**)
   To reconnect: **DN** + **PARK** (or **❚ 3**)

To hold: **HOLD**
   To reconnect: **DN**

To transfer: **CONF** + Number (hang up)

Paging:
All zone: Access code
Single zone: Access code
Voice page: **VCP**

Miscellaneous Features.
Account Number Recording during conversation:
   CONF + **CRG** (or **# 9**) + Account code

Automatic Wake-up: **# 8 0** + 4-digit time
   To **cancel: # 8 0 + 0 0 0 0**

Call Waiting: **CWT** (or **CONF # 4**)
   To return to held call: DN

Executive Override: **OVR** (or **CONF** + **❚ 0**)

Manual Signal: SIG (on-hook)

Privacy Release: PRS (joining station: DN)

Universal Night Answer: UNA or ❚ 1

Voice Mail:
See manufacturer's literature for instructions on using Voice Mail. The following instructions may vary slightly, depending on the Voice Mail system used.

To Call Forward to Voice Mail: Call Forward button or access code (see Call Forward) + Voice Mail number + your mailbox number + Call Forward button (or **#** if access code is used)
   To cancel:. Call Forward button or **❚ ❚ 9**

Message Waiting:
   To set **MSG** button to automatically retrieve your messages (on-hook): **MSG** + Voice Mail number + your message retrieval sequence + **MSG**
   To respond: **MSG**