

USER'S MANUAL

For model MC-416, MC-832



Please read this manual careful before operation

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I . Brief introduction

Thank you to purchase MC-416 series telephone system. It is the newly-designed, high-reliability small hybrid system, with all traditional & popular functions. It has extendable 2,3,4 outside lines and 8,12,16 extensions (MC-416E) or fixed 4lines,16 extensions(MC-416), working with 1pc key phone(MC-2) and 7~ 15 single-line phones (All ports available with single line phone and programmed by it).

1. Main Features:

- ※ Can connect 1pc MC-2 Key Phone .
- ※ Multi-mode Call Transfer
One touch transfer, Call-transfer by Operator or auto-attendance DISA , Can re-dial on busy or dial wrong number, Can retrieve a transferring call.
- ※ System programmed and monitored by Key Phone easily.
- ※ Built-in 3-duration Out-Going Message (DISA).
- ※ Built-in Caller ID function for intercom and outside Line number and number can be transferred display again and again.. An incoming call number can be displayed at 5 extensions at same time.
- ※ Economical Code auto-route
System can automatically switch to economical route code provided by different Telecom Carriers . This code
- ※ Select a CO Line directly without dialing digit "9" or "0".
- ※ Day/Night Service manually
System can switch Day/Night service by Operator manually, so that in the daytime all incoming calls can ring at desired extension ,and at nighttime , can switch to auto-attendance mode.
- ※ Flexible Extension Numbering

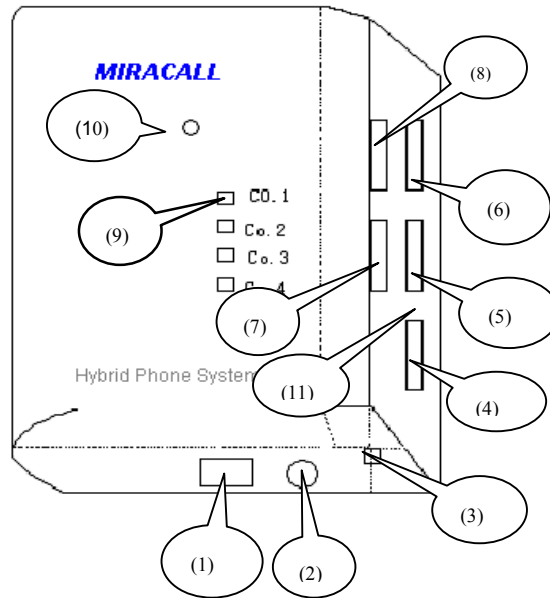
Extension number can be 2,3,4 digit-number and leading digit can be "1", "2" and "8".

- ※ 32-group Walking Account Code
Account available in different extensions with different class of service authority.
- ※ Manger/Secretary Call-group
There are total 8 groups Manager/Secretary partied in system. This feature can prevent the unnecessary calls from interrupting the Manager. All incoming calls to the manager will transfer to the secretary firstly.
- ※ Conference Call
3-party for single line phone. For the key phone is 8-party: including 2 incoming parties and 6 intercom parties or total 8 intercom parties.
- ※ Hot Dialing
You can store one CO line number or extension number in the extension. When the user picks up the call without dialing in 5 seconds, system will dial the stored number automatically.
- ※ Auto. call-back on busy
When make outside or intercom call but busy, system can call back to this extension automatically when the desired CO Line or desired extension is free.
- ※ Multi Answer Mode
Including Auto-attendance and Operator manually , and it can connect external DISA recorder or voicemail too.
- ※ Call Forward
When the extension is busy or no-one answer , the incoming or intercom call to this extension can be forwarded to others. Including call forward directly, call forward when busy , call forward when no answer.

- ※ **Setting Operator**
Three operators can be set. Thus when operator 1 is busy ,call will ring at operator 2, operator 3 etc.
- ※ **Extension lock**
User can input his password to lock extension so that other people can not make a long-distance call or an outside call.
- ※ **Call Pick-up**
User can pick up his call at any another extension by inputting two digits.
- ※ **Conversation Time Alarm**
In order to prevent from user talking too long on the phone, system can be set to calling-out limitation or calling-out and calling-in limitation. When conversation reach the restricted time, system will make an alarm and cut off the line automatically.
- ※ **Interrupt and disconnect an outside call**
For some emergency situation or no CO line available, the manager can interrupt an existing outside call conversation and disconnect it.

2. System Map:

- (1) Power-Supply Switch; (2) Power Fuse;
- (3) Power cable; (4) Ports for CO line; CO----CO4
- (5) Ports for extension sets: Ext01-Ext04;
- (6) Ports for extension sets:Ext05-Ext08;
- (7) Ports for extension sets: Ext09-Ext12;
- (8) Ports for extension sets: Ext13-Ext16;
- (9) Outer Line Indicator: CO1---CO4 is for outer lines ; 1---4 is the indicator for outer line.



Map for MC-416(E)

(9) Outer Line Indicator: CO1---CO4 is for outer lines ; 1---4 is the indicator for outer line.

(10) Power Failure Transfer: When power off, CO1~4 transfer to extension 01,02,03,04 .

Note:

1. MC-416(E) can only connect 1pc MC-2 key phone at 01 port.

2. MC-832C,D can connect 4pcs MC-2 key phone at port 01, 02, 03, 04 .

(11) External music port (for MC-416E only).

3. Specifications

▲ SYSTEM CAPACITY:

MC-416

Basic: 4 CO/PBX lines (Loop Start. 600 ohms)

1 key phone

15 Single line phones

Talking Channel: 11.

MC-416E

Basic: 2 CO/PBX lines (Loop Start. 600 ohms)

1 key phone

7 Single line phones

Extend to: 2,3,4 lines, 8,12,16 extensions.

Talking Channel: 11.

MC-832C,832D

Basic: 4 CO/PBX lines (Loop Start. 600 ohms)

4 key phones

12 Single line phones

Extend to: 4,8 lines, 16,24,32 extensions.

Talking Channel: 11.

▲ POWER SUPPLY:

Power supply voltage: 11VAC or 220 VAC,50/60 Hz

Maximum power consumption: 30W

Cross-talk attenuation: >70db

Internal feeding voltage: +36VDC, 30mA

Internal ringing voltage:75VAC/50Hz

External line port voltage: <60VDC

External line port ringing voltage: 35VAC/25Hz or >35VAC/50Hz

▲ ENVIRONMENTAL LIMITS

Operating temperatures: 0°C to 45°C (32°F to 113°F)

Operating humidity: 10% to 95% without condensation

▲ CABLE REQUIREMENTS

Feature phone: Maximum 100m(2 pairs twisted wire 0.5@)

Single line phone: Maximum 1,000m(1 pair twisted wire 0.5@)

▲ PHYSICAL DIMENSIONS AND WEIGHT

MC-416(E) KSU: 28.5 x 29.5 x 8.5cm , Weight: 5kgs

MC-832C,D KSU:48.5 x 30 x 11cm, Weight: 7kgs

Key Phone Set: 24 x 11 x 22.5cm , Weight: 1kg

▲ OTHERS

Outgoing call: DTMF

Cross lose: > 70dB

II REMARKS BEFORE INSTALLATION

1. System should be installed in a place away from vibration and moisture. where is clean, dry and ventilated. Do not either put sundries on the KSU or block its vent hole.
2. While you are wiring the extensions, it is a good idea to mask the wires off the power line and other high frequency links or keep them at least 1m away.
3. When the crystal connector of all the extensions are compressed, please check whether the heads are properly connected to the telephone lines to make sure all the contacts work properly and whether the crystal heads and their bases are loose or not.
4. The key phone cable is in four-cores, if you want to connect with it, please be careful with the order of the our cores, where the two in the middle are for signaling and the two in both sides for data transmission. If you need to add more crystal connector for joints, please refer to the diagram(if the operating distance of the feature phone connecting line is less than 100m,while compressing the cable crystal connector for joints, you must disconnect the connecting line from the host).
5. Be sure that the power plug of the KSU is properly plugged into the power socket. Do not share the power socket with other equipment such as air conditioner and electric motor etc.
6. When the system is fixed, switch on the power, and the working voltage is 220VAC(or 110VAC, please refer part II in details).
7. The KSU must make ground protection for fear of thunder stroke. Be sure that the ground wire is in proper contact with the ground so as to make the most of the lightning proof function of the system.

III. SYSTEM PROGRAM

i . Numerical Program Overview

Program Code	Program Title
0 1	CO setting #1
0 2	CO setting #2
0 3	Economical Code auto-route
0 4	System setting #1
0 5	System setting #2
0 6	System setting #3
0 7	System setting #4
0 8	CLID & Economical Code switch Duration Setting
0 9	Outgoing calls setting (Day mode)
1 0	Outgoing calls setting (Night mode)
1 1	Incoming calls setting (Day mode)
1 2	Incoming calls setting (Night mode)
1 3	Ringing Time Delay setting
1 4	Class of Services
1 5	Restriction code A
1 6	Restriction code B

1	7	Open code C
1	8	Open code D
1	9	PBX-via-PBX Outgoing code
2	0	Walking Account code setting
2	2	Extension setting #1
2	3	Extension setting #2
2	4	Pickup group assignment
2	5	Manager/ Secretary Call Group
2	6	System Program password
2	7	Setting Operators
2	8	Re-set System
2	9	Flexible Extension Numbering
3	4	Review Password of extension lock

ii. Alphabetical Program Overview

Features	Related Programs
Auto Attendance	01, 04,05,
Auto-call back on busy	06
Caller ID	01, 22, 08
Classes of Service	01, 14, 15, 16, 17, 18
Call Waiting Alarm	22
Conversation Time Alarm	06, 22
Day/Night Services	09, 10, 11, 12
Dial-out route setting	23
Economical Code Auto-route	03, 07, 23
Extension Lock	14
Flexible Extension Numbering	29
Flash Time Setting	02
Interrupt and disconnect a call	22
Manager / Secretary Call	25
Pickup Group Assignment	24
System Password	26
Setting Operator	27
System Re-set	28
Walking Account Code	20

How to enter into system program:**1) Key Phone**

When the phone is on-hook condition (time display),press the “**FNC**” key three times, the following message will be shown on the LCD : SYS

PROG MODE

INPUT CODE_

This is in the system programming status.

2) Single Line Phone

Hook off, input “#7871967590” ,system is in programming status if long reminding tone is heard.

3) System program only available at extension port 01.

How to start system program:

1) Entering item programming:

In system program status, input two-digit Program Code number. at LCD cursor position, then enter item program. Program item name display at first row, Program content display at second row. At the second row before “_” is item series number such as extension port number or CO Line series number. After “_” is the detailed program code. These cods are changeable depending on different settings.

◆ *Eg:* program of no.01:
LINE SETTING 1
1-10030

2) The Key Button Used During Program

“**HOLD**”: To save revised program code and return to original system program status.

“**TRF**”: For making cursor shifting to program digit position or next item number position.

“**CLEAR**”: Exit from present program mode(can't save any revised program code),or return to original system program mode or clear present item code.

How to exit from system program status

Firstly, return to system program status, then press "CLEAR" key, or hook on after hook off.

iii. SYSTEM PROGRAM

Program 01: CO Line Setting #1

The upper row display: LINE SETTING 1

The lower row display: L-ABCDE

L: 1-4 (CO line number, or * for all CO lines)

A: 0-2 (CO line connection: 0-disable connection,1-enable but without CLID, 2-enable connection but with CLID)

B: 0-3 (Caller ID delay time: 0- 3.5s, 1- 6.5s , 2-11.5s, 3- set by users.)

C: 0-1 (1-Auto Attendant mode, 0- Operator mode.)

D: 0-3(Auto Attendant: 0-disable 1-available Day mode only, 2-available Night mode only, 3- available Day/Night mode)

E:0-1(Long-distance call restriction: 0-restricted , 1-no restriction)

Single Line Phone:

Input program item code"01", the program status entered when hear a long reminding tone. Firstly, input CO.LINE number 1-4 , then press " * " for cursor shift to CO Line setting and input relative parameter.

After finish that, press " * ",transfer to next CO Line setting, and repeat the above procedure. Press "#" to save and return to system program status.

◆ *Eg:* set CO Line 3 to be Auto Attendant in day mode.

Key phone: press "FNC" key three times ,then input 1967590-

01-3- TRF-10110-HOLD- press CLEAR key twice.

Single line phone: hooking off-#787-1967590-01-3-* -10110-#-
hook on.

(Default: All CO line port -10030)

Program 02: CO Line Setting #2

The upper row display: LINE SETTING 2

The lower row display: L- ABCDE

L: 1-4(CO line port number or * for all CO lines)

A: 0-1(PBX line:0-No, 1-Yes)

B: (Invalid in this model, please set to be "0")

C: 0-1(Call release time: 0-1.5 seconds, 1-4 seconds)

D: 0-2 (Flash time: 0-300ms, 1-600ms,2-900ms)

E: (Invalid in this model, please set to be "0")

Single Line Phone:

Input program item code"02", the program status entered when hear a long reminding tone. Firstly, input CO.LINE number 1-4 , then press" * " for cursor shift to CO Line setting and input relative parameter.

After finish that, press" * ",transfer to next CO Line setting, and repeat the above procedure. Press "#" to save and return to system program status.

(Default: All CO line port-00010)

! Remarks: setting in item "A " is related with Program 19.

Program 03: Economical Code Auto-route

The upper row display: ABBREVIATE CODE

The lower row display: DC-XXXX

DC: series number, total 2 groups (00 for domestic Economical Code code, 01 for int'l Economical Code code);

XXXX: Economical Code route number for the Telecom Carriers (max. 20-digit) ;

Single line phone

Input program item code 03, the program status entered when hear a long reminding tone. Firstly, input two-digit series number, then “ * “ plus the Economical Code route number. To delete the route number, press “ * “ under XXXX status. Press “#” returning to system program status.

(Default: DC-)

Program 04: System Setting #1

The upper row display: SYSTEM SETTING 1

The lower row display: ABCDE

A: (Invalid in this model ,please set to be “0”)

B: (Invalid in this model ,please set to be “0”)

C: 1-4(Incoming call ringing time-delay: 1~4 is time of 1~4 ringings)

D: 0-1(Outgoing call decoder release time: 0-25seconds, 1- 10seconds)

E: 0-1(Auto-attendance to enable/disable decoder. 0- disable, 1- enable)

Single line phone

Input program item code 04, then reminding tone is heard, that means entering into system program status. Then input relative parameter, after finish that, press “#” to return system program status.

(Default: -00401)

Program 05: System Setting #2

The upper row display: SYSTEM SETTING 2

The Lower row display: ABCDE

- A: 0-1 (If caller do not dial any number in Auto Attendance announcement, The call will transfer to Operator phone: 0-No (cut-off), 1-Yes)
- B:0-1 (Should press “TFR” for One-touch Transfer method at key phone: 0- Need, 1- No need.)
- C: (Invalid in this model, please set it to “0”)
- D: 0-7(The duration to remind the extension which holding a CO line., select “0”-“7”: means 1~8 minutes)
- E: 0-1(Seek CO Line dialing out code. There’s two groups, one is dial “9” to select CO Line, second is dial “3” to select CO Line: 0-only allow one group dialing out, 1-allow two groups)

Single line phone

Input program item code 05, then reminding tone is heard, that means entering into system program status. Then input relative parameter, after finish that, press “#” to return system program status.

(Default: -01100)

Program 06: System Setting #3

The upper row display: SYSTEM SETTING 3

The lower row display:-ABCDE

A: (Invalid in this model, please set it to "2")

B:(Invalid in this model, please set it to "0")

C: 0-4(The duration to call-back the extension which holding a CO line:

"0"-do not call-back,"1"- 30sec,"2"- 1 min., "3"- 1.5 min., "4"- 2 min.)

D: 0-1(Conversation alarm mode: "0"-alarm for both incoming & outgoing call, "1"-only alarm for outgoing call.)

E: (Invalid in this model, please set it to "0")

Single line phone

Input program item code "06", then reminding tone is heard, that means entering into system program status. Then input relative parameter, after finish that, press "#" to return system program status.

(Default: -20220)

! Remarks: setting in item D is related with Program 22.

Program 07: System Setting # 4

The upper row display: SYSTEM SETTING 4

The lower row display:-ABCDE

A:(Invalid in this model, please set it to "0")

B: 0-1(Economical Code auto-route: 0-not allowed,1-allowed)

C:(Invalid in this model, please set it to “0”)

D:(Invalid in this model, please set it to “0”)

E:(Invalid in this model, please set it to “0”)

Single line phone

Input program item code 07, then reminding tone is heard, that means entering into system program status. Then input relative parameter, after finish that, press “#” to return system program status.

(Default: -00010)

Program 08: CLID & Economical Code switch Duration Setting

The upper row display: TIMER SETTING

The low row display: N-XY

N: Series number 1-2 (“1”-The delay-time to receive and display incoming number Caller ID, starting from the time on ringing signal detected , “2”-The duration between dialing Economical Code route code leading number and dialing the actual PSTN number.)

XY: duration , 00-99: from “0” to “99” seconds.

Single line phone

Input program item code 08, then reminding tone is heard, that means entering into system program status. Then input relative parameter, after finish that, press “#” to return system program status.

(Default: N-30)

Program 09: Outgoing Call Setting (Day mode)

The upper row display: DAY LINE OUT SET

The low row display: ST -XXXXXXXX

(Remarks: The authority for the extension to make outgoing calls in Day time mode)

ST: 001-016(Extension port number,"****"represent all extensions)

XXXXXXXX: 0-1(the extension to use the relevant CO Line: "0"-Not allow,"1" -Allow. CO Line 00000000 or 11111111,first "0" or "1" means first CO Line, second stands for second CO Line...)

Single line phone

Input program item code "09", then reminding tone is heard, that means entering into system program status. Then input the extension port number, press "*" jumping to extension port parameter setting. Press "*" again jumping to next extension setting, after finish that, press"# "to return system program status.

- ◆ *Eg:* set CO Line 2 as the exclusive line of extension 8002 (port no.002)

Key phone: press FNC key three times-1967590-09-****-press TFR key one time -10111111-press TFR key one time-002-press TFR key one time-0100000-HOLD-press CLEAR key twice.

Single line phone: hook off- input # 7871967590-09-*****-10111111 -*002-* 01000000-#-hook on

(Default: ST-11111111)

Program 10: Outgoing Call Setting (Night mode)

The upper row display: NGT LINE OUT SET

The lower row display: ST-XXXXXXXX

(Remarks: The authority for the extension to make outgoing calls in Night time mode)

ST: 001-016(Extension port number,"****"represent all extensions)

XXXXXXXX: 0-1(the extension to use the relevant CO Line: "0"-Not allow,"1"-Allow.CO Line 00000000 or 11111111, first "0" or "1" is first CO Line, second stands for second CO Line....)

Single line phone

Input program item code 10, then reminding tone is heard, that means entering into system program status. Firstly input the extension port number, press " * " jumping to extension port dialing-out parameter setting. Press " * " again jumping to next extension setting, after finish that, press "#" to return system program status.

(Default: ST-XXXXXXXX)

Program 11: Incoming Call Setting (Day mode)

The upper row display: DAY LINE IN SET

The lower row display: ST-XXXXXXXX

(Remarks: During Operator status, the incoming calls will or will not ring to the desired extension in Day time mode)

ST: 001-016(Extension port number,"****" represent all extensions)
XXXXXXXX: 0-1(the extension ring for incoming CO Line: "0"-Not allow,
"1"-Allow . CO Line 00000000 or 11111111, first "0" or "1" means first CO
Line, second stands for second CO Line....)

Single line phone

Input program item code "11", then reminding tone is heard, that means entering into system program status. Firstly input the extension port number, press " * " jumping to extension for incoming call ringing parameter setting. Press " * " again jumping to next extension setting, after finish that, press "#" to return system program status.

◆ *Eg:* set CO Line 2 ringing at extension 8002 (port no.002)

Key phone: press FNC key three times-1967590-11-001-press TFR key one time -10111111-press TFR key one time-002-press TFR key one time-0100000-HOLD-press CLEAR key twice.

Single line phone: hook off- input # 7871967590-11-001-*-10111111
-*002-*- 01000000-#-hook on

(Default: 001-11111111)

! Remarks: The auto-attendance can't set in exclusive ringing assignment.

Program 12: Incoming Call Setting (Night mode)

The upper row display: NGT INE IN SET

The lower row display: ST-XXXXXXXX

(Remarks: During Operator status, the incoming calls will or will not ring to

the desired extension in Night time mode)

ST: 001-016(Extension port number, “****” represent all extensions)
XXXXXXXX: 0-1(the extension ring or do not ring for incoming CO Line:
“0”-Not allow, “1”-Allow. CO Line 00000000 or 11111111, first “0” or “1”
means first CO Line, second stands for second CO Line...)

Single line phone

Input program item code 12, then reminding tone is heard, that means entering into system program status. Firstly input the extension port number, press “ * ” jumping to extension for incoming call ringing parameter setting. Press “ * ” again jumping to next extension setting, after finish that, press “#” to return system program status.

(Default: 001-11111111)

Program 13: Ringing Time Delay setting

The upper row display: LINE RING DELAY

The lower row display: ST-XXXXXXXX

ST: 001-016 (Extension port number, “****” represent all extensions)
XXXXXXXX: 0-1(The incoming call ringing-delay from CO1~CO8 :
0-without delay, 1- Delay.
CO Line 00000000 or 11111111, first “0” or “1” stands for first
CO Line, second stands for second CO Line...,and so on.)

Single line phone

Input program item code 13, then reminding tone is heard, that means

entering into system program status. Firstly input the extension port number, press “ * ” jumping to incoming call ringing-delay parameter setting. Press “ * ” again jumping to next extension setting, after finish that, press “#” to return system program status.

(Default: ST-0000000)

! The time of ringing delay is related with Program 04

Program 14: Class of Services

The upper row display: SERVICE CLASS

The lower row display: ST-AB

ST: 001-016(extension port number,“****” represent all extensions)

A: 6-class of service

Class 1: No restriction ,free for any call.

Class 2: Do not allow to call internationally.

Class 3: Do not allow to call nationally or internationally, but open some assigned numbers for long-distance call.

Class 4: Do not allow for any long-distance call but available civic calls.

Class 5: Only available for emergency call and intercom call.

Class 6: Only intercom call allowed.

B: The class of service after extension locked (6-class same as “A”).

Single line phone

Input program item code 14, then reminding tone is heard, that means entering into system program status. Firstly input the extension port

number, press “ * ” jumping to class of service and class-after-locked setting. Press “ * ” again jumping to next extension setting, after finish that, press “#” to return system program status.

(Default: ST-14)

Program 15: Restriction code A

The upper row display: RESTRICT CODE A

The lower row display: ST-XXXXXXXX

(To restrict the leading digit for international call, and special service call which maybe provided by local Telecom Carrier.)

ST: 01-04 (series number, total 4-group can set)

XXXXXXXX: Restrict code, max. 8 digits

Single line phone

Input program item code 15, then reminding tone is heard, that means entering into system program status. Firstly input the group number, press “ * ” jumping to restricted code setting. Press “ * ” again jumping to next group setting. If do not input any restricted code but press “ * ” will delete the present code and switch to next group setting. Press “#” to return system program status.

(Default: 01-00, 02-168, 03-968, 04-969)

! Remarks: The restriction code A is for Classes 2~6 stated in Program 14.

“00” is for international call, “168”“968”“969” are service call in China.

Program 16: Restriction code B

The upper row display: RESTRICT CODE B

The lower row display: ST-XXXXXXXX

(To restrict the leading digit for national long-distance call, and special service call which maybe provided by local Telecom Carrier.)

ST: 01-20 (series number, total 20-group can set)

XXXXXXXX: Restrict code, max. 8 digits

Single line phone

Input program item code 16, then reminding tone is heard, that means entering into system program status. Firstly input the group number, press “ * ” jumping to restricted code setting. Press “ * ” again jumping to next group setting. If do not input any restricted code but press “ * ” will delete the present code and switch to next group setting. Press “#” to return system program status.

(Default: 01-0, 02-168, 03-968, 04-969)

! Remarks: The restriction code B is for Classes 3~6 stated in Program 14.

“0” is for National long-distance call, “168””968””969” are service call in China.

Program 17: Open code C

The upper row display: UNREST CODE C

The lower row display: ST-XXXXXXXX

(Still open the leading digit dialing-out even extension do not allow to dial long-distance call,)

ST:01-12(series number, total 12-group can set)

XXXXXXXX: Open code, max 8 digits

Single line phone

Input program item code 17, then reminding tone is heard, that means entering into system program status. Firstly input the group number, press “ * ” jumping to open code setting. Press “ * ” again jumping to next group setting. If do not input any open code but press “ * ” will delete the present code and switch to next group setting. Press “#” to return system program status.

(Default: ST-)

! Remarks: The Open code C is for Classes 2~3 stated in Program 14.

Program 18: Open code D

The upper row display: COM-UNRES CODE D

The lower row display: ST-XXXXXXXX

(The extension free from no-outside call restriction and allow to dial emergency call)

ST: 01-04 (series number, total 4-group can set)

XXXXXXXX: Public open code, max.8 digits.

Single line phone

Input program item code 18, then reminding tone is heard, that means entering into system program status. Firstly input the group series number,

press “ * ” jumping to open code setting. Press “ * ” again jumping to next group setting. If do not input any open code but press “ * ” will delete the present code and switch to next group setting. Press “ # ” to return system program status.

(Default: 01-110, 02-112, 03-119)

! Remarks: The open code D is for Classes 1~5 stated in Program 14.

“110,112,119” is for emergency call in China.

Program 19: PBX - via - PBX Outgoing Code

The upper row display: PBX ACCESS CODE

The lower row display: ST-XXXXXXXX

(Explain: Set the code restriction to make outside long-distance call if system CO Lines are the extension line of other PBXs. This means other PBXs extension line connect to the CO Line port of our system MC-416, but users in our system want to make long-distance call via other PBXs' extension. In such situation, if do not set any restricted code, the users can make long-distance call running out of control.)

ST:01-04(series number, total 4-group can set)

XXXXXXXX: PBX restricted code, max 8 digits

Single line phone

Input program item code 19, then reminding tone is heard, that means entering into system program status. Firstly input the group series number, press “ * ” jumping to PBX restricted code setting. Press “ * ” again jumping to next group setting. If do not input any open code but press “ * ”

will delete the present code and switch to next group setting. Press “#” to return system program status.

(Default: ST-)

Program 20: Walking Account code setting

The upper row display: OVER CLASS CODE

The lower row display: ST-XXXXXXX- A

(Explain: set the password to open service class in any extension by the relevant authority allowed)

ST: 001-032 (Account series number, total 32-group accounts can set)

XXXXXX: Password of account code

A: 1-6 (Class of service, total 6-class)

Single line phone

Input program item code “20”, then reminding tone is heard, that means entering into system program status. Firstly input the account series number, eg.001, press “*” jumping to password setting, press “*” to class of service setting. Press “*” again jumping to next account group setting, eg.002. If do not input any open code but press “*” will delete the present code and switch to next group setting. Press “#” to return system program status.

(Default: ST- 1)

How to operate:

Off-hook and hearing dialing tone (intercom tone for key phone), press “#**” + “XXXXXX”, then hearing intercom dialing tone. Now the user can

select any CO Line to dial outside.

! After going on-hook, the account can stay at the phone set for 10seconds.

Program 22: Extension setting #1

The upper row display: EXT SETTING 1

The lower row display: ST-ABCDE

ST: 001-016 (Extension port number, "****" represent all extensions)

A:0-3 (Call waiting alert when busy: 0-internal call alert OFF and external call OFF;1- internal call alert ON and external call OFF;
2-Internal call alert OFF and external call ON;3- Internal call alert ON and external call ON)

B: 0-1 (Caller ID: 0-off, 1-on)

C: 0-3 (Conversation duration alert:"0"-nil,"1"- 3min., "2"- 6min., "3"- 9min.)

D: 0-1 (Call being interrupted and cut-off : 0-not allowed,1-allowed)

E: (Unavailable in this system, please set it to be "0")

Single line phone

Input program item code 22, then reminding tone is heard, that means entering into system program status. Firstly input the extension port number, press " * " jumping to ABCDE setting, Press " * " again jumping to next extension setting. Press"# " to return system program status.

(Default: all extension - 30000)

Program 23: Extension setting #2

The upper row display: EXT SETTING 2

The lower row display: ST-ABCDE

ST: 001-016 (Extension port number, "****" represent all extensions)

A: 0-8 (CO Line is automatically or randomly being selected when extension goes off-hook. 0- select any CO Line. 1~4: to firstly select assigned CO Line1~4.)

B: 0-2 (Do Not Disturb setting: "0"-DND disabled, "1"-DND for external call, "2"- DND for both external and intercom call.)

C: 0-1 (Comply to call via Economical Code auto-route, "0"-off, "1"-on .)

D: 0-1 (CO dial out setting: "0"- dialing out by "9" , "1"-dialing out directly)

E: (Unavailable setting, please set it to be "0")

Single line phone

Input program item code 23, then reminding tone is heard, that means entering into system program status. Firstly input the extension port number, press " * " jumping to ABCDE setting, Press " * " again jumping to next extension setting. Press"# " to return system program status.

(Default: All extensions-02000)

Program 24: Pickup Group Assignment

The upper row display: PICKUP GROUP

The lower row display: X-ST-A

(Explain: to allow or restrict the extension to pick up the ringing call within the group.)

X: (Pickup group number)

ST: 001-016 (Extension port number, "****" represent all extensions)

A: Pickup authority ("1"- allowed , "0"- not allowed)

Single line phone

Input program item code 24, then reminding tone is heard, that means entering into system program status. Firstly input the pickup group series number, press " * " jumping to extension number setting, Press " * " to set pickup authority. Press " * " again jumping to next extension pickup authority setting. Press "#" to return system program status.

(Default: 1-ST-1)

Program 25: Manager/secretary Call Group

The upper row display: EXEC/SEC PAIR

The lower row display: X-EX-SE

(Secretary pick up the incoming call instead of manager. System can set 8-group manager secretary call group)

X: 1-8 (number Manager/secretary call group, max. 8-group)

EX:001-016(extension number for manager)

SE:001-016(extension number for secretary)

After active this function, calls to Boss will automatically route to Secretary and then transfer the calls to Boss by Secretary.

Single line phone

Input program item code "25", then reminding tone is heard, that means entering into system program status. Firstly input the manager/secretary

group series number, press “ * ” jumping to manager extension number setting, Press “ * ” to set secretary extension number setting. Press “ * ” again jumping to next manager/secretary call group setting. Press “#” to return system program status.

(Default: x--)

! Remarks: This program is available before enabling Do Not Disturb function in manager extension.

Program 26: System Program Password

The upper row display: SYS SECRET CODE

The lower row display: XXXXXXXX

(To check or change the system program password)

Single line phone

Input item code 26, then reminding tone is heard, that means entering program status. Then input 7-digit new password. Press “#” to return system program status..

(Default password: 1967590 ,total 7-digit)

! Remarks: Should use new password to enter into system program if the password changed . Keep the new password carefully.

Program 27 : Setting Operators

The upper row display: SPECIAL PORT

The lower row display: CONSOLE X: YYY

(Max.3 operators can set at the same time. If the incoming or intercom calls to 1st Operator busy then this call transfer to 2nd, if 2nd Operator busy then to 3rd.)

X: 1-3 (operator series number, max. 3 operators)

YYY: 001-016 (extension port number)

Single line phone

Input item code “27”, then reminding tone is heard, that means entering into system program status. Single line phone set can only set one operator in the system. After finish, press “# “ returning to system program status.

(Default: CONSOLE1: 001)

Program 28: Re-set System

The upper row display: SYSTEM RESET

The lower row display: 1/0

(To set system to the factory default setting, including the system program password.)

1- to reset(warning :all revised data will be lost),

0-do not re-set

Single line phone

Input item code “28”, then reminding tone is heard, that means entering into system program status. Press “1” for reset and return to factory default setting.

Program 29: Flexible Extension Numbering

The upper row display: PORT EXT NUMBER

The lower row display: ST-XXXX

(To change the old extension number to a desired new one)

ST: 001-016 (extension port number, " *** " represent all extensions)

XXXX: It is the desired extension number from 2 to 4-digit number. The leading digit for the desired new extension number must be "1", "2" or "8".

! Remarks:

- i. Allowed number like "11,22,88, 100,288,800,1111,2999 or 8008" etc.
- ii. Extension number can't be repeated in same system.
- iii. Clear all previous extension numbers: Input " *** ", press **TRF** twice.
- iv. Clear the present extension number: Input extension number + **TRF** + **CLEAR** + **TRF** or HOLD.

Single line phone

Input item code 29, then reminding tone heard, which means entering into program status. Input old extension port number, press " * " and the new extension number (2 to 4 digits, leading "1,2,8").

Press "*" again to set next new extension number.

Press "#" returning to program status.

In the status of inputting extension number, if do not input but press "*", the old number will be deleted.

Delete all previous numbers : at program 29, input " * * * * * ".

(Default: 001-8001, 002-8002, ... , 015-8015, 016-8016)

Program 34: Review Password of Extension Lock

The upper row display: BLOCK CODE

The lower row display: ST-XXXX

(To check and display the password of the extension which has been locked.)

ST: 001-016 (extension port number)

XXXX: password of extension lock, total 4-digit.

! Remarks: this program only available in key phone.

Operation Index

FEATURES	OPERATION (phone is in status of "dialing out directly")	
	Key Phone	Single Line Telephone
Intercom Call	INT + ext. number	Off-hook+ # + ext.number
Outside Call	Off-hook + outside number	Off-hook + outside number
Select CO Line	TRF +#3+Port Number of CO Line, eg: 31,32,33...	Off-hook+#3+port Number of CO Line
Call Transfer	TRF + ext. number + on-hook	Hookswitch or FLASH + # ext. number+ on-hook
Hold CO Line	Press " HOLD " key	Hookswitch + #4

Retrieving a Hold call	At own Ext.: INT+55	Off-hook + #55
	From desired Ext.: INT+ 5 + Ext. number	Off-hook+ #5 + Ext. number
	From desired CO Line: INT+ 53 + CO number	Off-hook + #5 + CO number
Call Pick up	INT + 40 or press CO key	Off-hook + #40
Auto-Callback on busy	For outside line: press "6" when busy	For outside line: press "6" when busy
	For intercom: press "6" when busy	For intercom: press "6" when busy
Walking Account Code	INT+**+password+9+outside number	Off-hook +**+password +#9 + outside number
Interrupt an Existing Call	INT+3+CO port number + 1 (insert the conversation)	Off-hook+#3+CO line port number +1
	INT + Ext.number + * (break)	Off-hook +#Ext.number+ *
Call Forward	Forwarding directly: INT+71+Ext.number1#	Off-hook+#71+Ext. "1" #
	Forwarding when busy: INT+71+Ext.number2#	Off-hook +#71+Ext. "2" #
	Forwarding when no-answer INT+71+Ext.number3#	Off-hook+#71+Ext. "3" #
	Forwarding when busy and no- answer: INT+71+Ext.number4#	Off-hook+#71+Ext. "4" #
Do Not Disturb	INT+7110#	Off-hook+ #7110 #
Cancel Do Not Disturb and Call Forward	INT +70#	Off-hook+#70#

Economical Code route	Set: INT+730#	Set:Off-hook+#730#
	Cancel: INT+731#	Cancel: Off-hook+#731#
Extension lock password	Set: INT+722+4-digits password	Set: Off-hook + #722+4-digits password #
	Cancel: INT+723+4 digits password#	Cancel: Off-hook+#723+ 4-digits password#
Hot Line dialing	Set: INT+762+ Ext. number#	Off-hook+#762+ Ext. number#
	Cancel: INT +760#	Off-hook+#760#
Conference Call	During a conversation press CONF+ Ext. (or CO Line)+CONF+CONF..... (Max. 2 CO +6EXT or 8EXT)	During a conversation, press FLASH + #4+ Ext. (or CO Line) +FLASH+#5 (only 3 parties allowed)
Day/Night service (at port 001 only)	INT +781# (day mode)	Off-hook +781# (day mode)
	INT + 782# (night mode)	Off-hook +782# (night mode)
Auto Attendance Record	1 st duration: INT+7851#	1 st duration:off-hook+#7851#
	2 nd duration: INT+7852#	2 nd duration:off-hook+#7852#
	3 rd duration: INT+7853#	3 rd duration:off-hook+#7853#
Auto Attendance Play	1 st duration: INT+7861#	1 st duration:off-hook+#7861#
	2 nd duration: INT+7862#	2 nd duration:off-hook+#7862#
	3 rd duration: INT+7863#	3 rd duration:off-hook+#7863#
Redial	FLASH+ REDIAL	Hookswitch or FLASH + REDIAL

Enter System Program	Press FNC 3times +1769590	Off-hook +#787 +1769590
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KEY FEATURES OPERATION

(Remarks: For the below operation features, if the extension is Key Phone set or system is dial "9" to select CO Line, user can ignore "#" before all operation code).

1. CALL TRANSFER

The extension receive the incoming call or intercom call, and transfer the call to another extension:

How to transfer the call?

FOR THE SINGLE LINE TELEPHONE:

i> If system is set in dial "9" routing out (system default), press **FLASH** or make Hookswitch, on hearing the intercom tone , then input the desired extension number to make transfer.

ii> If system is set directly routing out, press **FLASH** or make Hookswitch, on hearing the intercom tone , then input "#" and the desired extension number to make transfer.

During transferring a call:

i> Operator press **FLASH** or Hookswitch but hear a short block tone:
System talking channel is occupied (channel decoder is not free), at this time, user can press **FLASH** or Hookswitch again to retrieve the conversation with the Caller and transfer the call latterly.

ii> Operator dial the desired extension number but hear a short block tone:

Dialed number wrong or desired extension do not exist , or desired extension set Do Not Disturb or system talking channel is occupied (channel decoder is not free), at this time, user can press **FLASH** or Hookswitch again to retrieve the conversation with the Caller and transfer the call latterly.

iii> Operator dial the desired extension and hear a ringing tone:

Desired extension is ringing waiting for anyone to pick up it, now the operator can make the below choice:

1. Talk with the destination extension to consult whether to receive the coming call or not. During the conversation between destination extension and Operator, the coming Caller hear hold-on music only. If the destination extension want to receive the call, then Operator goes on-hook. If do not want , Operator can press **FLASH** or hookswitch and retrieve conversation with coming Caller.
2. On hearing the ringing tone, Operator goes on-hook immediately , the coming call being transferred to the destination ringing extension.
3. On hearing the ringing tone for long time and no one pick up the call. At this time, Operator can goes on-hook to let destination extension ringing continuously or press **FLASH** or hookswitch to retrieve conversation with the coming Caller.

iv> Operator dial the destination extension number buy hear a busy tone:

It means the called extension is occupied and busy.

1. Retrieve conversation with the coming Caller by **FLASH** or hookswitch.
2. Call waiting signal: Operator press “1”, and hear ringing tone, then the busy called extension can hear the call waiting reminding tone. When

called party goes on-hook after conversation, it will ring again. Called party pick up the call and make conversation with the coming Caller.

3. Hold the call to Called extension: Operator goes on-hook immediately and Hold the Caller to the Called extension. The Called extension goes on-hook and it will Call back ringing (single line phone) or Call back signal (key phone set),at this time Called extension pick up the call and can make conversation with the Caller party.

How to transfer the call?

FOR THE KEY TELEPHONE:

The differences with single line phone set are:

1. Key phone set can press **INT** to transfer a call or no need pressing **INT** (Program 05), and can press the key button which stands for a full extension number(programmed key, one-button dialing).
2. Instead of use **FLASH** /Hookswitch in single line phone set, key phone use **TRF** .
3. Instead of retrieve call by **FLASH** /Hookswitch in the single line phone, key phone can press the button **LINE** or **INT** directly to retrieve the conversation with Caller party.
4. Other situation and solution are the same with single line phone set.

2. CALL ON HOLD

System can hold the call during the conversation with CO Line or intercom extension. The held party hear the music-on-hold.

For Key Phone Set:

Key phone can only hold a CO Line.

Hold a CO Line: press **HOLD** during conversation.
Retrieve the holding call: press holding **LINE** button which is flash.

For Single Line Telephone:

Single line phone can hold a CO Line or intercom extension.
To hold a call: press **FLASH** or hookswitch, then press “#4”

Retrieve the holding call:

Retrieve at own extension: press “#55”

Retrieve from the destination held by other extensions:
off-hook , press “53X” (“X”=1~4, is the holding CO Line number);
off-hook, press “5ABCD” (“ABCD” is the holding extension number);

3. CONFERENCE CALL

Key phone set can call 8-party and single line phone for 3-party.

Key Phone Set:

1. During a conversation
2. Press **CONF** , hearing dialing tone. The previous conversation is held (on music).
3. Make a new call conversation, either outside or intercom .
4. Press **CONF** again. This time a 3-party conference call established, and the key phone display “ONFERENCE”.
5. Repeat the above step 2~4 to call more parties.
6. Any extension exit from current conference call, simply goes on-hook. The conference call can continue unless there's no intercom party in the group .
7. Max. party is 2lines + 6extensions, or altogether 8extensions.

Single Line Phone Set:

1. During a conversation
2. Press **FLASH** or hookswitch, input “#4”, hearing dialing tone. The previous conversation is held (on music).
3. Make a new call conversation, either outside or intercom .
4. Press **FLASH** or hookswitch, input “#5”,. This time a 3-party conference call established, and a long tone is confirmed
5. Talk with 2-party alternatively : Before the conference established, Operator can talk with the holding party and the new-joined party alternatively. Program code: Press **FLASH** or hookswitch, input “#4”
6. Any extension exit from current conference call, simply goes on-hook. The conference call can still continue if the balance parties are 1intercom and 1CO Line or both are intercom. .
7. Max. 3-party can have conference for single line phone

4.CALL FORWARD

Explain: This function is used when the user is not beside the extension or need to receive the seconds calls when busy. The Call Forward include Forward Immediately, Forward on-busy, Forward when no-answer, Forward busy and no-answer.

Forward Immediately:

Set: Off-hook (Single Line Phone) or on hearing intercom tone (Key Phone), press #71ABCD1# . “ABCD” is the forwarded extension.

Cancel: Off-hook (Single Line Phone) or on hearing intercom tone (Key Phone), press #70#.

! All calls to the called extension will be forwarded to extension "ABCD".

Forward on-busy:

Set: Off-hook (Single Line Phone) or on hearing intercom tone (Key Phone), press #71ABCD2# . "ABCD" is the forwarded extension.

Cancel: Off-hook (Single Line Phone) or on hearing intercom tone (Key Phone), press #70#.

! All calls to the busy extension will be forwarded to extension "ABCD".

Forward when no-answer:

Set: Off-hook (Single Line Phone) or on hearing intercom tone (Key Phone), press #71ABCD3# . "ABCD" is the forwarded extension.

Cancel: Off-hook (Single Line Phone) or on hearing intercom tone (Key Phone), press #70#.

! All calls to the extension, after 4-rings, will be forwarded to extension "ABCD".

Forward when busy & no-answer:

Set: Off-hook (Single Line Phone) or on hearing intercom tone (Key Phone), press #71ABCD4# . "ABCD" is the forwarded extension.

Cancel: Off-hook (Single Line Phone) or on hearing intercom tone (Key Phone), press #70#.

! All calls to the extension, if busy or after 4-rings, will be forwarded to extension "ABCD".

5. AUTO-ATTENDANCE (DISA)

This feature is to set system answer incoming automatically without Operator assistance.

Setting:

Firstly user should get the idea to set Auto-attendance in which and in how many CO lines, is Auto-attendance available in Day Time or Night Time or both. These can follow the System Program 01 at item "C""D".

Record:

Total 3-duration 20seconds can be recorded.

1. First duration:

Code: " INT+7851#+ record content (about 9.5s) + on-hook " for Key phone, "off-hook+#7851#+ record content (about 10s) + on-hook " for single line phone.

Content: "Hello,this is xx company, please dial the extension number, dial "0" for Operator", or other message and other language as like.

Play: " INT+7861# " for Key phone, "off-hook+#7861#" for single line phone. Or user can test by make an incoming call.

2. Second duration:

Code: "INT+7852#+ record content (about 6s) + on-hook " for Key phone, "off-hook+#7852#+ record content (about 6s) + on-hook " for single line phone.

Content: "The number you dialed do not exist , or busy, please dial another".

Play: " INT+7862# " for Key phone, "off-hook+#7862#" for single line phone. Or user can test by make an incoming call.

3. Third duration:

Code: "INT+7853#+ record content (about 6s) + on-hook " for Key phone, "off-hook+#7853#+ record content (about 6s) + on-hook " for single line phone.

Content: "No one pick up the call, please dial another number or try again shortly " etc.

Play: " INT+7863# " for Key phone, "off-hook+#7863#" for single line phone. System will play this record when Caller make call to the desired extension and no one pick up after 4-ringings.

! All duration can only record at extension 01.

Perform

1. When making an incoming call: within or after 1st duration, the Caller can dial the desired extension number. If Caller do not dial any number 8seconds after record finished. The call will be transferred to

- Operator or system play 2nd record, the choice is decide by the setting in system Program 01 at item "A".
2. When dialing the wrong number: The call will be transferred to Operator or system play 2nd record, the choice is decide by the setting in system Program 01 at item "A".
 3. When extension is busy or in Do-not-disturb status, system play 2nd record.
 4. When no one pick up the call in 4-rings, system play 3rd record.
 5. The CO Line will be released if Caller do not dial any number 8seconds after 2nd or 3rd record.

6. DAY/NIGHT SERVICE MANUALLY

Operator can set system in day or night service to receive incoming call by Operator or Auto-attendance. Related Programs: 01, 11,12.

For the key phone set: on-hook+ **TRF**. It is night time when **TRF** key flash otherwise it is day time.

Program code:

Key phone set	Single line phone
INT +781# (day mode)	Off-hook +781# (day mode)
INT + 782# (night mode)	Off-hook +782# (night mode)

7. CALLER ID

System support both Caller ID external (DTMF&FSK) and Caller ID

intercom. The incoming number can display at 5pieces phone set at the same time. And the number displayed after being transferred and transferred.

Related Programs: 01, 08, 22. The Caller ID delayed time should set carefully to meet the different situation in local Telecom Providers.

! System add "0000" leading at the intercom Caller ID number.

8. Economical Code auto-route

Explain: Telecom Carriers usually provide some leading numbers for the end-user ,to make the long distance call through their IP network in a economical way. The leading numbers include "17909+" "96688+" provided by China Telecom and "17911+" provided by China Unicom etc. We usually call the number as "Economical Code" which should add before any long-distance number.

◆ *Eg:* if we call to California through China Telecom PSTN line, we can dial "17909+001 - 530-226-80xx" . User can save 20~30% cost if call by adding the IP code at some special date or time such as public holiday etc.

But matter is most user may forget or do not want every time to input the long Economical code before long-distance calls. Our system solution is to automatically switch and add the IP code.

Setting:

1. Economical Code: Related Programs: 03, 08.
2. Enable Economical Code auto-route: Program 04.

3. Enable Economical Code auto-route by force: Program 23
4. Optional to Economical Code auto-route:
Off-hook (single line phone) or on hearing intercom dialing tone (key phone): "#730#" to choose, "#731#" to give up.

9. INTERRUPT AN EXISTING CALL

Explain: the feature can be used when all CO line occupied but the Manager want a free line to make an emergency call.

1. Interrupt a CO line: Dial "31~34"(for single line phone) or press the busy CO Line key (key phone), press "1" when busy.
 2. Interrupt an Extension: Call to the extension , press "1" when busy(the extension is talking with outside line).
 3. Break an Extension: Call to the extension , press "*" when busy (the extension is talking with outside line), to release the conversation..
- Related program: Program 22, to set the interrupt authority extension.

10. KEY PHONE SET BUTTON PROGRAM

Explain: User can program and apply the 16keys on the key phone for some useful features accordingly. Eg.: press 1button to select CO Line, one-button to make intercom call or transfer the call. And especially monitor the situation of the lines/extensions.

What does the Key stand for?

On-hook, press **FNC**, LCD display "HECK MODE" .Then press any button on the key phone ,if display "LINE3" ,it is for CO LINE 3. If display "PORT010EXT8010", it is the extension 8010 key.

How to assign function for the Key?

On-hook, press **FNC** twice, then LCD display “XT PROG MODE”:

1. assign as CO Line key.

Press the destination key + “1”, display “INEX”. Input “01~04” can assign CO Line key 1~4. Then press **HOLD**. The assignment is correct If hear the long confirm beep , then it is wrong program is hear 2 short beeps. Press the key again to re-start.

2. assign as Extension key:

Press the destination key + “2”, display “ORTXXXEXT XXXX”. Input “XXX” (XXX is the desired extension number, eg “001,808”). Then press **HOLD**. The assignment is correct If hear the long confirm beep , then it is wrong program is hear 2 short beeps. Press the key again to re-start.

10. Off-HOOK ACCESS CO LINE DIRECTLY

The feature is useful for the extension which always make outside call. Once the extension goes off-hook, can enter into CO Line dialing tone immediately .

How to set: Item “A” “D” at Program 24.

How to use:

The extension can automatically select a CO Line at once, but extension will hear intercom dialing tone if there’s no CO Line available, at this time, user can press “6” to make reservation call for Auto-call back on busy.

At this time, Key phone should press **INT** to make intercom call . Single line phone set must press “#” firstly before Intercom Call or Call Transfer or other intercom operation.