

Line Access	● 9 _____
Intercom	_____ Extension number. _____
Call Transfer / Inquiry	⬇ + Extension number, hang up. To retrieve the call ⬇ _____
Last Number Redial	While receiving busy tone on the line, # 7 0 _____
Selective Line Access	● 7 + The line number (For example: 7 1 to access line 1) _____
Call Pick-Up	● 8 2 + Ringing extension number. _____
Call Back	While receiving busy tone 8 . To cancel: 8 1 _____
Follow Me	● 8 5 + Extension number. To cancel: 8 5 , hang up. _____
Do Not Disturb	● 8 3 1 To cancel: 8 3 0 _____
Intrusion	While receiving busy tone 0 . To retrieve the call on hold ⬇ _____
Calling From Common Pool	● 5 + (0 0 - 9 9) Common pool register number

● : Subject To Authority

⬇ : Hook Flash

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Private Pool Entry	● 8 4 + (0 0 - 2 3) Private pool register number, external number, hang up.
Calling From Private Pool	● 6 + (0 0 - 2 3) Private pool register number. _____
Password Definition	● 8 3 6 + X X X (001-999, 3 digit password). _____
Phone Lock	● 8 3 7 + Password + 1 To unlock: 8 3 7 + Password + 0 _____
Doorphone Call	● 1 0 _____
Reminder	● 8 3 8 + Current hour (00-23) minute (00-59) + reminder hour (00-23) minute (00-59). _____
Door - Opener	● 2 3 _____
Last Number Auto-Dial	● 7 7 0 _____
Call Park	● 4 . To retrieve 4 _____
Conference	To include an extension: ⬇ , extension number, 3 During a line to include a line: ⬇ , call the external party, ⬇ 9
Time Setting	★ 8 8 + hour (0 0 - 2 3) minute (0 0 - 5 9) _____
Date Setting	★ 8 3 3 + day (0 1 - 3 1) month (0 1 - 1 2) _____
Common Pool Entry	★ 8 3 4 + (0 0 - 9 9) Common pool register number, external number, hang up

● : Subject To Authority

⬇ : Hook Flash

★ : Operator Only

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