



Electronic Single Line (ESL) and 2500 Type (OPX) Telephone

A PROPERTY.

USING BASIC FUNCTIONS

Note: At OPX telephones, when you see "Hookflash" press the hookswitch for 1/2 second and release.

PLACING AND ANSWERING CALLS

Placing outside call: Lift handset + Dial line code + Dial number

Placing Intercom call: Lift handset + Dial extension. If you hear ring-busy or

busy, you can:

• Dial 1 to get through (ring busy only)

• Dial 2 to wait off-hook, then hang up for callback

• Dial 6 to leave Message Waiting indication

Answering any call: Lift handset. If call is announced over the speaker (ESL),

you can just speak towards the phone.

Answering ringing over Lift handset + Dial * 0

page speaker:

Answering a Lift handset + Dial * + Dial ringing extension

co-worker's call:

HOLD AND TRANSFER (for outside calls only)

Placing call on Hold: HLD (Hookflash at OPX) + Hang up

Transfering a call: TRF (Hookflash at OPX) + Dial extension + Hang up

Retrieving held or Lift handset + HLD (Dial * 7 at OPX)

Transferred call:

RESPONDING TO SIGNAL TONES

Two tones during a call: A call is waiting to be answered. To answer: HLD

(Hookflash at OPX) + Dial * C

To alternate between calls: HLD (Hookflash at OPX) + Dial * S

Fast busy/warble tone: You made a mistake using your phone. Hang up and try again.

CONFERENCE

Setting up a multiple Establish call + HLD (Hookflash at OPX) + Establish call

party call: + HLD (Hookflash at OPX) + Dial * #

CALL FORWARDING

Forwarding to an Lift handset + Dial # + Dial ext. to receive calls + Dial

extension: code + Hang up. Codes are: 1=Unanswered calls,

2=When busy or for unanswered calls, 3=All calls. At

ESL, the Message Waiting LED flashes.

Canceling: Lift handset + Dial # + Hang up

HAVING YOUR MESSAGE GO THROUGH

MESSAGE WAITING

Leaving a message After calling a busy or no-answer extension:

indication: Dial M + hang up

Answer a Message (Message Waiting LED flashes.) Lift handset + Dial * M.

Waiting indication:

CALLBACK

Having the system call After you call a busy extension: Dial C + Hang up you when a busy

extension is free:

Answering Callback Lift handset. This automatically connects you to the pre-

(long) rings: viously busy extension.

PAGING

Making a Page: Lift handset + Dial Page code (1* for All Call or 2*-8* for

zones 1-7) + Make announcement + Hang up

PARK

Parking (holding) a call TRF (Hookflash at OPX) + Dial Park code (60-69 at ESL,

so it can be picked up *560-*569 at OPX, or * + ext.) + Page person (dial Page from any phone: code 1-8, then *) and announce Park code + Hang up

Answering a Park: Lift handset + Dial announced Park code

PLACING YOUR CALLS QUICKLY

SPEED DIAL

Storing a number at Lift handset + Dial storage code (20-29, 50-59) + Dial line your phone: code + Dial number (16 digits, including pauses [entered

by pressing HLD]) + Hang up

Note: You can record the numbers in the Speed Dial

directory.

Calling a stored Lift handset + Dial storage code (20-29, 50-59) for

number: number.

REDIAL

Redialing your last call: Lift handset + Dial * *

SPEED DIAL DIRECTORY
20
21
22
23
24
25
26
27
28
29
50
51
52
53
54
55
56
57
58
59

Nothing contained in this manual shall be deemed to be, and this manual does not constitute, a warranty of, or representation with respect to, any of the equipment covered. This manual is subject to change without notice and Nitsuko America has no obligation to provide any updates or corrections to this manual. Further, Nitsuko America also reserves the right, without prior notice, to make changes in equipment design or components as it deems appropriate. No representation is made that this manual is complete or accurate in all respects and Nitsuko America shall not be liable for any errors or omissions. In no event shall Nitsuko America be liable for any incidental or consequential damages in connection with the use of this manual. This document contains proprietary information that is protected by copyright. All rights are reserved. No part of this document may be photocopied or reproduced without prior written consent of Nitsuko America.

