Please read this manual before connecting the KX-T61610.
Quick Reference Card for Standard Telephone can be found on pages 6-22 through 6-29.
Thank you for purchasing the Panasonic Model KX-T61610, Electronic Modular Switching System (EMSS).

**System Component**

<table>
<thead>
<tr>
<th></th>
<th>Model No.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Service unit</strong></td>
<td>KX-T61610</td>
<td>Electronic Modular Switching System</td>
</tr>
<tr>
<td><strong>Telephone</strong></td>
<td>KX-T61620</td>
<td>EMSS Proprietary Telephone</td>
</tr>
<tr>
<td></td>
<td>KX-T61630</td>
<td>EMSS Proprietary Telephone with LCD</td>
</tr>
<tr>
<td></td>
<td>KX-T61650</td>
<td>EMSS Proprietary Telephone</td>
</tr>
<tr>
<td><strong>Optional equipment</strong></td>
<td>KX-T61640</td>
<td>DSS Console</td>
</tr>
<tr>
<td></td>
<td>KX-T30860D(only)</td>
<td>Doorphone Adaptor</td>
</tr>
<tr>
<td></td>
<td>KX-T30850</td>
<td>Doorphone</td>
</tr>
<tr>
<td></td>
<td>KX-T30890</td>
<td>Headset</td>
</tr>
<tr>
<td></td>
<td>KX-A16</td>
<td>System Back-up Unit</td>
</tr>
</tbody>
</table>
NOTIFY THE TELEPHONE COMPANY

Installation must be performed by the telephone company or a qualified professional installer.

Notify the Telephone Company

Before connecting this equipment to any telephone, call the telephone company and inform them of the following:

- Telephone number to which the system will be connected
- Make ................................................................. Panasonic
- Model ............................................................... KX-T61610
- FCC Registration No. ........................................ found on the bottom of the unit
- Ringer Equivalence .............................................. 0.4B
- Facility Interface Code ......................................... 02LS2
- Service Order Code ............................................. 9.0F
- Required Network Interface Jack ............................ RJ11

- Present FCC Regulations prohibit connecting this unit to a party line, or to a coin operated telephone.

Please read the section on "Telephone Company and FCC Requirements and Responsibilities" on page 6-8.

The serial number of this product may be found on the label affixed to the bottom of the unit. You should note the serial number of this unit in the space provided and retain this book as a permanent record of your purchase to aid in identification in the event of theft.

MODEL NO.: KX-T61610

SERIAL NO.: \\

For your future reference

DATE OF PURCHASE .............................................
NAME OF DEALER .............................................
DEALER'S ADDRESS ...........................................
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and Location</td>
<td>2-1</td>
</tr>
<tr>
<td>Installation</td>
<td>2-2</td>
</tr>
<tr>
<td>Connection</td>
<td>2-4</td>
</tr>
<tr>
<td><em>Frame Ground Connection</em></td>
<td>2-5</td>
</tr>
<tr>
<td><em>Rechargeable Battery Installation</em></td>
<td>2-5</td>
</tr>
<tr>
<td><em>Connection of The Central Office Line</em></td>
<td>2-6</td>
</tr>
<tr>
<td><em>Connection of the Extension</em></td>
<td>2-7</td>
</tr>
<tr>
<td><em>Connection of a Standard Telephone to Extensions</em></td>
<td>2-8</td>
</tr>
<tr>
<td><em>Connection of the DSS Console</em></td>
<td>2-9</td>
</tr>
<tr>
<td><em>To a Standard Telephone to Extensions</em></td>
<td>2-10</td>
</tr>
<tr>
<td><em>Programming Instructions</em></td>
<td>3-1</td>
</tr>
<tr>
<td>Example of Programming</td>
<td>3-3</td>
</tr>
<tr>
<td><strong>Date and Time Setting</strong></td>
<td>3-4</td>
</tr>
<tr>
<td><strong>System Speed Dialing Entry</strong></td>
<td>3-5</td>
</tr>
<tr>
<td><strong>DSS Console Assignment</strong></td>
<td>3-8</td>
</tr>
<tr>
<td><strong>CO Connection Assignment</strong></td>
<td>3-10</td>
</tr>
<tr>
<td><strong>Dial Mode (Tone/Pulse) Selection</strong></td>
<td>3-11</td>
</tr>
<tr>
<td><strong>Switching Mode (Day/Night Service)</strong></td>
<td>3-12</td>
</tr>
<tr>
<td><strong>Starting Time (Day/Night Service)</strong></td>
<td>3-13</td>
</tr>
<tr>
<td><strong>Flexible Day Outward Dialing Assignment</strong></td>
<td>3-15</td>
</tr>
<tr>
<td><strong>Flexible Night Outward Dialing Assignment</strong></td>
<td>3-16</td>
</tr>
<tr>
<td><strong>Flexible Day Ringing Assignment</strong></td>
<td>3-17</td>
</tr>
<tr>
<td><strong>Flexible Night Ringing Assignment</strong></td>
<td>3-18</td>
</tr>
<tr>
<td><strong>Toll Restriction—Class Assignment</strong></td>
<td>3-19</td>
</tr>
<tr>
<td><strong>Toll Restriction—Area Code Selection</strong></td>
<td>3-21</td>
</tr>
</tbody>
</table>
Programmable Toll Prefix with 1 3-22
Programmable Operator Call has been added 3-23
Programmable Directory Assistance no restrict 3-24
Automatic Answering (Automatic/Manual) Selection Auto Answer 3-25
Host PBX Access Codes Assignment has not been stored 3-26
Preferred CO Line Assignment non-assignment 3-27
Programmable Call Waiting has been removed 3-28
Delayed Ringing Assignment all CO's have been not delayed on all extensions 3-29
Delayed Ringing Count Selection After 2 rings 3-30
Intercom Alerting Mode Tone Call 3-31
Programmable Doorphone D-Phone 1, 2 3-32
Dial Call Pickup Group Assignment Pickup-G:1 3-33
Account Code Input Mode Option 3-34
Duration Time Count Start Mode 5s after dial 3-35
SMRD Communication Parameters (see pages) 3-36
System Data Dump System parameters 3-41
SMRD Incoming/Outgoing Selection Outgoing: ON
Incoming: ON 3-44
Hold Time Reminder 3 minutes 3-45
Hold Recall Time Set 30 sec 3-46
Programmable External Paging Access Tone has been added 3-47
Programmable Secret Speed Dial No Secret 3-48
Hookswitch Flash Timing 600 ms 3-49
Disconnect Time 1.5 sec 3-50
Calling Party Control (CPC) Signal has been added 3-51
DSS Button Mode without tone 3-52
Transfer Recall Time 30 sec 3-53
M3/FWD Selection (for KX-T30850, KX-T61650) feature 3-54

Detailed Feature Description and Operation for EMSS Proprietary Telephone (KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820, KX-T30850)

To Make Calls
Inter Office Calling (Intercom) 4-1
Outward Dialing 4-2
Speed Dialing 4-3
One Touch Dialing 4-4
Calling Doorphone 4-6
Distinctive Dial Tone 4-6
When a Line is Busy

- Automatic Call Back Busy—(Camp-on) ................................................. 4-7
- Busy Station Signaling ........................................................................... 4-8
- Last Number Redial .................................................................................. 4-8

To Receive Calls

- Answer ........................................................................................................ 4-9
- Automatic Answer-Intercom ....................................................................... 4-9
- Dial Call Pickup ........................................................................................... 4-10
- Directed Call Pickup ................................................................................... 4-10
- Call Park Retrieve ....................................................................................... 4-11
- Doorphone ................................................................................................... 4-12
- Distinctive Ring Tone ................................................................................. 4-12

While Having a Conversation

- Call on Hold ................................................................................................ 4-13
- Call on Exclusive Hold ................................................................................ 4-14
- Conference .................................................................................................. 4-15
- Call Waiting ................................................................................................ 4-16
- Call Transfer ................................................................................................ 4-17
- Call Splitting-Between CO and Intercom .................................................. 4-18
- Call Splitting-Intercom .............................................................................. 4-19

Paging

- Paging All Extensions ................................................................................ 4-19
- Paging Group ............................................................................................... 4-20
- Paging—External ......................................................................................... 4-20
- Paging And Transfer ................................................................................... 4-21
- Paging-Answer ............................................................................................. 4-21

Use of Other Features

- Background Music ........................................................................................ 4-22
- Mute Operation ............................................................................................ 4-23
- One Touch Access for System Features ...................................................... 4-23
- External Feature Access ............................................................................. 4-24
- Account Code ................................................................................................ 4-25
- DSS Console ................................................................................................ 4-27
- Pulsed Tone Conversion .............................................................................. 4-28
- Time Setting ................................................................................................ 4-29
- Auto CO Hunting .......................................................................................... 4-30
- Flexible CO Button ....................................................................................... 4-31
- Flexible DSS Button ..................................................................................... 4-31
- Intercom Alerting Mode ............................................................................. 4-32
- Busy Lamp Field .......................................................................................... 4-32
- Power Failure Transfer ............................................................................ 4-33
- Duration Time of Call Display ................................................................. 4-33
- Lockout .......................................................................................................... 4-33
- Mixed Station Dialing ............................................................................... 4-33
Station Programming
Dial Call Pickup Deny ........................................... 4-34
Call Forwarding ....................................................... 4-35
Do not Disturb .......................................................... 4-37
Data Line Security ..................................................... 4-38
Saved Number Redial ................................................ 4-38
Flexible Night Service ............................................. 4-39
Station Program Clear ............................................... 4-40

Operation for a Standard Telephone
To Make Calls .......................................................... 5-1
When a Line is Busy .................................................. 5-2
To Receive Calls ...................................................... 5-3
While Having a Conversation ...................................... 5-4
Paging ........................................................................ 5-5
Use of Other Features ................................................. 5-7
Station Programming .................................................. 5-10

Troubleshooting
During Installation .................................................... 6-1
During Connection ..................................................... 6-2
During Operation ....................................................... 6-3
Reset Button ............................................................. 6-3
DTMF Receiver Check ............................................... 6-4
Table of System Features ........................................... 6-5
List of Tones ............................................................. 6-6
List of Ring Tones ..................................................... 6-6
Specification ............................................................. 6-7
Telephone Company and FCC Requirements 
and Responsibilities .................................................. 6-8
Others ........................................................................ 6-9
Warranty ...................................................................... 6-10
Servicenter List ......................................................... 6-11
Phone Number Directory ........................................... 6-12
Programming Table .................................................... 6-14
Quick Reference Card for Standard Telephone ............ 6-22
**NAME AND LOCATION**

- **External Music Jack**
- **EIA Connector (RS-232C)**
- **Button A**
- **Paging Jack**
- **Button B**
- **Night Indicator**
- **Day Indicator**
- **Power Indicator**
- **Ground Terminal**
- **Battery Backup Connector**
- **Outside Modular Jacks (CO)**
- **Push Buttons A and B simultaneously to open Front Cover.**
- **Station Modular Jacks**
- **Reset Button**
- **System Program Switch**
- **Power Switch**

*2-1*
INSTALLATION

Installation

Cautions
 Avoid installing in the following places. (Doing so may result in malfunction, noise, or discoloration.)
1. In direct sunlight and hot. cold. or humid places. (Temperature range: 32°F-104°F)
2. Sulfuric gases produced in areas where there are thermal springs, etc. may damage the equipment or contacts.
3. Places in which shocks or vibrations are frequent or strong.
4. Dusty places, or places where water or oil may come into contact with the unit.
5. Near high-frequency sewing machines or electric welders.
6. On or near computers, telexes, or other office equipment, as well as microwave ovens or air conditioners. (It is preferable not to install in the same room with the above equipment.)
7. Near radio broadcast antennas (including short wave).
8. Install at least 6 feet from radios and televisions. (both the electronic modular switching system and EMSS proprietary telephones)
9. Do not obstruct area around the electronic modular switching system. (for reasons of maintenance and inspection—be especially careful to allow space for cooling above and at the sides of the electronic modular switching system)

Wiring

Cautions
1. Do not wire the telephone cable in parallel with the AC power source, computer, telex etc. If the cables run near those wires, shield the cables with metal tube or use shield cables and ground the shields.
2. When cables run on the floor, use protectors or the like to protect the wires where they may be stepped on. Avoid wiring under carpets.
3. Avoid using the same AC 120 V power supply outlet for computers, telexes, and other office equipment. Otherwise, the KX-T61610’s system operation may be interrupted by the induction noise from such equipments.
4. Please use one pair telephone wire for extension connection of (telephone) equipments such as standard telephone, data terminal, answering machine, computer, etc., except proprietary telephone (KX-T61630, KX-T61620, KX-T61650, etc.).
The wall where the KX-T61610 is to be mounted must be able to support a weight of KX-T61610. If screws other than the ones supplied are used, use the same-sized diameter screws as the enclosed ones.

To Wall Mount:
1. Place the templet (included) on the wall to mark the 3 screw positions.
2. Install the 3 screws into the wall.
3. Hook the unit on the screw heads.

To Mount on Concrete or Mortar Walls:
1. Place the templet (included) to mark 3 screw positions.
2. Drill 3 holes and drive the anchor plugs (included) with a hammer, flush to the wall.
3. Install the 3 screws into the anchor plugs.
4. Hook the unit on the screw heads.
After all the connections are completed, turn the Power Switch ON.

If an extension does not operate properly (for example: The LCD of the KX-T61630/KX-T30830 does not display properly.), disconnect the telephone from the extension line and then connect again, or turn OFF the power switch of the KX-T61610 and then ON again.

Optional System Back-up Unit (KX-A16)

Parallel connections of the KX-T61630
KX-T61620/KX-T61650
KX-T30830/KX-T30820/KX-T30850 is impossible.

Data Terminal (One pair)

Cordless Phone (One pair)

Standard Telephone (One pair)

Telephone with Answering Machine (One pair)

KX-T30850 (Two pair)

KX-T30830 (Two pair)

KX-T30820 (Two pair)

KX-T61640 (Two pair)

KX-T61650 (Two pair)

KX-T61630 (Two pair)

KX-T61620
Frame Ground Connection

IMPORTANT!!!
Surely connect the frame of the KX-T61610 to earth ground properly to protect the unit.

Rechargeable Battery Installation

1. Remove the battery cover from the compartment. (Fig. 1)
2. Connect the battery (included). (Fig. 2)
3. Install the battery into the battery compartment. (Fig. 3)

*Replace the battery every 5 years with (P-01H-F2G1). To remove connector, depress to release and slide (pull) apart connector. (Fig. 2)
Connection of The Central Office Line

1. Insert the modular plug of the telephone line cord (2-conductor wiring) into the modular jack (marked CO) on the KX-T61610.

2. Place the six telephone line cords into Holder.

To Terminal Board or Modular Jacks from the Central Office (CO).

Caution
Mis-connection may cause the KX-T61610 to operate improperly.
See "During Installation" page 6-1 and "During Connection" page 6-2 before connecting.
1. Insert the modular plug of the extension line cord (4-conductor wiring) into the modular jack (marked "EXT") on the KX-T61610.

2. Place the cords into Holder.

- The inner 2 wires (red, green) are for Tip and Ring and the outer 2 wires (black and yellow) are for Low and Hi (DATA).
- The max. length of the extension line cord that connects the KX-T61610 and the extension is shown below:
  - 26 AWG: Under 460 feet
  - 24 AWG: Under 750 feet
  - 22 AWG: Under 1180 feet

Caution
Mis-connection may cause the KX-T61610 to operate improperly. See "During Installation" page 6-1 and "During Connection" page 6-2 before connecting.
Connection of a Standard Telephone to Extensions

1. Insert the modular plug of the extension line cord (2-conductor wiring) into the modular jack (marked EXT.) on the KX-T61610.

2. Place the cords into Holder.

- Outer 2 pins (Low and High) will not be used for Standard Telephone.
- R: Ring
- T: Tip

To Extensions

- The max. length of the extension line cord that connects the KX-T61610 and the extension is shown below:
  - 26 AWG: Under 2290 feet
  - 24 AWG: Under 3700 feet
  - 22 AWG: Under 5900 feet

- If a telephone or answering machine with an A-A1 relay is connected to the KX-T61610, set the A-A1 relay switch of the telephone or answering machine to OFF.

Caution
Mis-connection may cause the KX-T61610 to operate improperly.
See "During Installation" page 6-1 and "During Connection" page 6-2 before connecting.
Pair Telephone
The DSS Console, KX-T61640 needs its Pair Telephone (EMSS Proprietary Telephone) for the operation, because the DSS console cannot work by itself.
The EMSS Proprietary Telephone (such as KX-T61620, KX-T61630, KX-T61650, KX-T30820, KX-T30830, KX-T30850) is required as a pair telephone for dialing, storing, etc.
Place the KX-T61640 and the pair telephone side by side on your desk.

1. Insert the modular plug of the extension line cord (4-conductor wiring), into the modular jack (marked EXT.) on the KX-T61610.

2. Place the cords into Holder.

Notes:
- KX-T61640 can not be connected at extension 1
- Up to 2 KX-T61640s can be connected to 1 KX-T61610. Each console needs its own pair telephone.
- KX-T61640 can not be connected in pair with standard telephone.
- The max. length of the extension line cord that connects the KX-T61610 and the DSS Console shown below.
  26 AWG: Under 460 feet
  24 AWG: Under 750 feet
  22 AWG: Under 1180 feet

Caution
Mis-connection may cause the KX-T61610 to operate improperly. See “During Installation” page 6-1 and “During Connection” page 6-2 before connecting.
Example:
If your secretary has KX-T61630 at extension 12 and is to use the DSS console (KX-T61640), the console should be connected to extension 13. (Paired extension is ext. 12).

1. Connect the KX-T61630 at extension 12.
2. Connect the KX-T61640 at extension 13.

- For use the KX-T61640, program should be done. Refer to “DSS Console Assignment” page 3-8.

---

To Use Full Extensions When the DSS Console is Connected

- KX-T61610 has 16 extensions. But the DSS Console, KX-T61640 occupies one of the extensions, which can not make or receive a call. To use the full extensions, connect a standard telephone (EMSS Proprietary Telephone is not available) to the extension to which the KX-T61640 is connected.

- The standard telephone connected in parallel with KX-T61640 can be used without any affection of KX-T61640. The operation has no concern between KX-T61640 and the standard telephone.
**External Music Source**

Use a two-conductor plug (3/8 inch in diameter)
- Input impedance: 5 kΩ
- Input Level: -10 dBm

Please use a cord that has an internal resistance of 10Ω

Adjust the sound level of the music on hold with the Volume control.

---

**Paging Equipment**

Use an RCA connector.
- Output impedance: 600Ω

Use shielded cable.
Connection of The Optional Doorphone (KX-T30865)

For installing the doorphone, use the Optional Doorphone Adaptor (Use the KX-T30860D only).

1. How to install the Doorphone Adaptor to the KX-T61610
   ① Insert the adaptor projections to the holes.

② Push the adaptor down so that it locks into the ribs of the unit.

③ Insert the adaptor connector.

Adaptor Connector
2. Wiring connection of the Doorphone
(A) Connect the doorphone adaptor to the terminal box using a 4-conductor modular connector.
(B) Connect the wires of doorphone 1 to the red and green screws of the terminal box.
(C) Connect the wires of doorphone 2 to the yellow and black screws of the terminal box.

- The max. length of the telephone line cord that connects the KX-T61610 and the doorphone (KX-T30865) is shown below.
  26 AWG: Under 230 feet
  24 AWG: Under 370 feet
  22 AWG: Under 590 feet
**To Connect a Polarity Sensitive Telephone**

*If the telephone you are using with the KX-T61610 is polarity sensitive.*

1. Connect all extension wiring to the KX-T61610.

2. Confirm that dialing can be done from all the extensions using a tone telephone.

3. If a dialing can not be done, the polarity between the extension and the KX-T61610 must be reversed.

4. Set the Power Switch on the KX-T61610 to the OFF position.

5. Connect all Central Office (CO) Lines.

6. Confirm that dialing can be done on following extensions using a tone telephone.
   - Extension 11...CO 1
   - Extension 12...CO 2
   - Extension 13...CO 3
   - Extension 14...CO 4
   - Extension 15...CO 5
   - Extension 16...CO 6

7. If dialing can not be done, the polarity between the KX-T61610 and the Central Office Line must be reversed.

8. If any extension is changed or replaced, repeat these procedures (from step 1 through step 7).
To Connect Optional System Back-up Unit (KX-A16)

1. Connect the cord from the optional KX-A16 to the KX-T61610.

2. Plug in the AC power cord from the KX-A16.

3. Turn on the Power Switch located on the KX-A16.
   - Approximately 24 hours are required to recharge the KX-A16.
   - The KX-A16 will work for approximately 4 hours (on the average) in the event of a power failure.

   • The Battery life is 3 years.
   • A simple way to check the KX-A16 is to disconnect the KX-T61610 and the KX-A16 from the AC outlets, and then observe if the KX-T61610 operates.
   • If the KX-T61610 does not operate, recharge the KX-A16.
   • AC Primary Fuse, (250 V, 1.25 A)×1: Replace the fuse which is in the fuse holder located on the rear, if the CHARGE Indicator is off.

(Keep the unit away from heat.)

- Battery Back-up Connector
- Power Switch
- CHARGE Indicator: will be lit while the adaptor is being recharged.
- BATTERY LOW Indicator: will be lit while recharging is insufficient.
To Connect Printer

Make cables so that the printer will be connected to the KX-T61610 as shown in the chart. Cables must be shielded and the maximum length is 6.5 feet.

Connection Chart:

<table>
<thead>
<tr>
<th>Serial Printer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>KX-T61610</td>
<td>RS-232C</td>
</tr>
<tr>
<td>Circuit Type (EIA)</td>
<td>Signal Name</td>
</tr>
<tr>
<td>AA</td>
<td>FG</td>
</tr>
<tr>
<td>BA</td>
<td>TXD</td>
</tr>
<tr>
<td>BB</td>
<td>RXD</td>
</tr>
<tr>
<td>CB</td>
<td>CTS</td>
</tr>
<tr>
<td>CC</td>
<td>DSR</td>
</tr>
<tr>
<td>AB</td>
<td>SG</td>
</tr>
<tr>
<td>CD</td>
<td>DTR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Printer</th>
<th>RS-232C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Circuit Type (EIA)</td>
<td>Signal Name</td>
</tr>
<tr>
<td>AA</td>
<td>FG</td>
</tr>
<tr>
<td>BA</td>
<td>RXD</td>
</tr>
<tr>
<td>BB</td>
<td>TXD</td>
</tr>
<tr>
<td>BA</td>
<td>DTR</td>
</tr>
<tr>
<td>AB</td>
<td>DSR</td>
</tr>
<tr>
<td>AB</td>
<td>SG</td>
</tr>
<tr>
<td>CB</td>
<td>CTS</td>
</tr>
<tr>
<td>CC</td>
<td>DSR</td>
</tr>
<tr>
<td>CF</td>
<td>DCD</td>
</tr>
</tbody>
</table>

Panasonic data terminal; KX-D4910D, KX-D4911, KX-D4920, etc.
If you connect this unit to a Panasonic Data Terminal, the Communication Parameter Transmit XON/XOFF on the Data Terminal must be set to the "YES" position. For further details, see the Operating Instructions of the Data Terminal.

When using special accessories such as cable, the user should use those specified in this installation manual to comply with the limits for a Class A computing device pursuant to Subpart J of Part 15 of FCC Rules.
PROGRAMMING

To activate this system, the requirements from telephone company and the customer must be programmed once the Power Switch has been turned on.

Programming Instructions

1. At extension 11:
   All system programming changes (example: system clear, station program clear, toll restriction, hookswitch flash timing...) are done through extension 11.
   •Extension 11 must always be a Panasonic model, KX-T61630.

2. System Program Switch setting:
   The System Program Switch located on the KX-T61610 must be set to the PROGRAM position while making program changes. After all programming changes are completed, return the program switch to the SET position.

3. Overlay:
   This overlay is used for programming the system and the program function names are inscribed on this card. Refer to page 3-2.

4. Before system programming, operate the system clear and station program clear to set to the default data of the programming.
   A. System Clear:
      1 Dial (99).
         •“SYSTEM CLEAR” will be displayed.
      2 Press the NEXT button.
         •“ALL CLEAR?” will be displayed.
      3 Press the MEMORY button to clear system.
      4 To exit from system clear, press the END button.

      The following features are preset as the default data.
      Date and Time Setting
      System Speed Dialing
      CO Connection Assignment
      Dial Mode (Tone/Pulse) Selection
      Switching Mode (Day/Night Service)
      Starting Time (Day/Night Service)
      Flexible Day Outward Dialing Assignment
      Flexible Night Outward Dialing Assignment
      Flexible Day Ringing Assignment
      Flexible Night Ringing Assignment
      Toll Restriction—Class Assignment
      Toll Restriction—Area Code Selection
      Programmable Operator Call
      Host PBX Access Codes Assignment
      Automatic Answering (Automatic/Manual) Selection

   B. Station Program Clear:
      1 Dial (98).
         •“EXT CLEAR” will be displayed.
      2 Press the NEXT button.
         •“ALL CLEAR?” will be displayed.
      3 Press the MEMORY button to clear system.
      4 To exit from station clear, press the END button.

      The following features are preset as the default data.
      One Touch Dialing
      Background Music
      Call-Forwarding
      Data Line Security
      Dial Call Pickup Deny
      Do not Disturb
      Auto CO Hunting
      Pickup dial
      Flexible CO Button
      Flexible DSS Button
When the System Program Switch on the KX-T61610 is set to the PROGRAM position, the operation of the KX-T61630 will change as follows.
Example of Programming

1. Turn the Power Switch to ON

2. Set the System Program Switch to PROGRAM
   The LCD on the KX-T61630 will show "ENTER PGM CODE".
   *Be sure the handset of extension 11 is in the cradle and the speakerphone button off.

3. To program automatic line access number 9 and the phone number 987-654-3210 speed access code 00. (Refer to page 3-5.)

<table>
<thead>
<tr>
<th>KX-T61630 at extension 11</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Extension 11 must be a KX-T61630.)</td>
</tr>
</tbody>
</table>

1. Dial (01) or press the AUTO button.

2. Press the NEXT button.

3. Dial (00) or press the NEXT button.
   *If nothing is stored in access code "00", 00: NOT STORED
   *If already stored the automatic line access number 9 and the phone number 123-456-7890, 00: 123-456-7890

4. ① Dial "9".
    ② Press "—" button.
    ③ Dial "987".
    ④ Press "—" button.
    ⑤ Dial "654".
    ⑥ Press "—" button.
    ⑦ Dial "3210".

5. Press the MEMORY button.

6. ① To program the next access code, press the NEXT button.
    ② To program a desired access code, press the SELECT button and then dial the number.

7. Repeat step 4 to 6.

8. To return to the initial program mode, press the END button.

4. Return the System Program Switch to SET
   ■ To make program change, start from the beginning.

   Display
   SPEED DIALING

   ENTER SPEED CODE

While programming if a mistake is made,

1. Press the "END" button.

2. Start programming procedure from the beginning.
   • You will hear a beep after pressing the MEMORY button.
   • The MEMORY indicator light will go on when the MEMORY button is pressed, and then the Indicator light will go out when the NEXT or PREV button is pressed.
**Date and Time Setting**

1. **Description**
   Entry of the current day, date and time.

2. **Programming**

   1. Dial (00).
      "DAY/TIME SET" will be displayed.

2. Press the NEXT button.
   "87 JAN. 01 THU" will be displayed and "87" will blink.

3. Enter the year (last 2 digits) using the dialing button.

4. Press the "Cursor Right" button and then repeat pressing the SELECT button until the desired month is displayed.

5. Press the "Cursor Right" button and then enter the day with 2 digits.

6. Press the "Cursor Right" button and then repeat pressing the SELECT button until the desired day of the week is displayed.

7. Press the " Cursor Right" button.
   "12: 00 AM" will be displayed.

8. Enter the hour with 2 digits.

9. Press the "Cursor Right" button and then enter the minute with 2 digits.

10. Press the "Cursor Right" button and then repeat pressing the SELECT button until the desired AM/PM is displayed.

11. Press the MEMORY button.

12. To return to the initial program mode, press the END button.

3. **Condition**

   - If "Cursor Right" button is pressed, the display will return to the previous sequence in the programming step.

   - Instantly after pressing the MEMORY button, the new time will start.
   But the LCD of extension 11 will display the new time only after the System Program Switch is set to SET.
System Speed Dialing Entry

**Description**

100 phone numbers each with up to 32 digits may be entered into programming for speed dialing use from each extension. Pushing the "*", "+", "PAUSE", "-", or "FLASH" button counts as 1 digit.

**Programming**

1. Dial (01) or press the AUTO button to go into the speed dialing entry mode. "SPEED DIALING" will be displayed.

2. Press the NEXT button. "ENTER SPEED CODE" will be displayed.

3. Dial (00 through 99) or press the NEXT button, for speed access code entry. Example:
   - When dialing (00) or pressing the NEXT button.
     - The LCD will show "00: NOT STORED" when nothing is stored in speed access code "00". When the automatic line access number 9 and the phone number 123-456-7890 has been stored, "00: -123-456-7890" will be displayed.

4. Enter the line access number.
   - 9: for automatic selection
   - 81: for CO 1
   - 82: for CO 2
   - 83: for CO 3
   - 84: for CO 4
   - 85: for CO 5
   - 86: for CO 6

5. Enter the phone number.
   - You may enter punctuations during a phone number.
   - To erase a wrong entry, press the CLEAR button.

6. Press the MEMORY button.
   - The memory indicator will be lit.

7. To program desired speed access code, press the SELECT button and then dial the speed access code.
   - To advance to the next speed access code, press the NEXT button.
   - To return to the previous speed access code, press the PREV button.
8. Repeat steps 4 to 7.

9. To exit from speed dialing entry, press the END button.
   • The LCD will show the initial program mode, “ENTER PGM CODE”.

To change

Repeat steps 1 to 9.

To erase after programming

1. Dial (01) or press the AUTO button.
   “SPEED DIALING” will be displayed.

2. Press the NEXT button.
   “ENTER SPEED CODE” will be displayed.

3. Dial (00 through 99) or press the NEXT button, for speed access code entry.
   The speed access code and the phone number will be displayed.

4. Press the CLEAR button.

5. Press the MEMORY button.

6. To program desired speed access code, press the SELECT button and then dial the speed access code.
   To advance to the next speed access code, press the NEXT button.
   To return to the previous speed access code, press the PREV button.

7. Repeat steps 4 to 6.

8. To exit from speed dialing entry, press the END button.

Conditions

• Use the “◇”, or “strar” button for scrolling the display.
• The line access number (9 or 81 through 86) should be stored.
• When dialing, the pause is automatically entered after line access number (9 or 81 through 86).
• Continuous use of speed dialing is possible. Example:
  [AUTO] [01] [AUTO] [02]
  In this case, speed access code “02” should not include the line access number.

There is a phone number directory on page 6-12.
Examples

1) To enter line access number 81 and telephone number 201-392-4669 into speed access code 00.

(01 NEXT 00 81 201-392-4669 MEMORY END)

- Speed access code
- Telephone number
- Line access number

- If punctuations are not entered during a phone number, the LCD will show as below.

(00: 812013924669)

2) To enter automatic line access number 9, account code 1234 and telephone number 201-392-4669 into speed access code 02.

(01 NEXT 02 9 * * 1234 201-392-4669 MEMORY END)

- Speed access code
- Telephone number
- Account code
- Automatic line access number

- Refer to “Account code Input mode” page 3-34 and “Account code” page 4-25.

3) To access MCI

(01 NEXT 01 9 123-4567 PAUSE PAUSE 9876 201-348-7000 MEMORY END)

- Speed access code
- MCI number
- Security code
- Telephone number
- Automatic line access number
- PAUSE button

4) To access ITT

(01 NEXT 02 81 765-4321 PAUSE PAUSE 201-348-7000 6789 MEMORY END)

- Speed access code
- ITT number
- Security code
- Telephone number
- Line access number
- PAUSE button

When required to change the dialing mode from the pulse mode to the tone mode. (See page 4-29)

pulse mode

(01 NEXT 02 82 765-4321 * # PAUSE PAUSE 201-348-7000 6789 MEMORY END)

- # button
- * button
DSS Console Assignment

**Console 1 extension number**

- AB=12: on extension 12
- [26]: on extension 26

**Telephone extension number paired with console 1**

- CD=11: on extension 11
- [26]: on extension 26

**Console 2 extension number**

- EF=12: on extension 12
- [26]: on extension 26

**Telephone extension number paired with console 2**

- GH=11: on extension 11
- [26]: on extension 26

[02][NEXT][AB][CD][EF][GH][MEMORY][END]
**Description**

If a DSS console is used the extension number paired with the DSS console should be assigned.

**Programming**

1. Dial (02)
   "DSS CONSOLE SET" will be displayed.

2. Press the NEXT button.
   The LCD will show "C..-T.., C..-T.." when nothing is stored.
   When console 1 has been stored to extension 12, the pair telephone with the console 1 has been stored to extension 13, the console 2 has been stored to extension 14 and the pair telephone with console 2 has been stored to extension 15, "C12-T13, C14-T15" will be displayed.

3. Dial the extension number to which the console 1 is connected.

4. Press the "قبول" button.

5. Dial the extension number which is paired with the console 1.
   • If you don’t connect the console 2, proceed to step 10.

6. Press the "قبول" button.

7. Dial the extension number to which the console 2 is connected.

8. Press the "قبول" button.

9. Dial the extension number which is paired with the console 2.

10. Press the MEMORY button.

11. To return to the initial program mode, press the END button.

**Conditions**

• DSS console can be connected up to two.
• DSS console can not be connected in pair with a standard telephone.
• DSS console can not be connected at extension 11.

**Example:**

If Mr. Jay’s secretary has KX T61630 at extension 12 and is to use the DSS console (KX-T61640), the console should be connected to extension 13. (Paired extension is ext. 12.) Mr. Brown’s secretary has KX-T61620 at extension 14 and is to use the DSS console (KX-T61640), the console should be connected to extension 15. (Paired extension is ext. 14.)

[02][NEXT][13][قبول][12][قبول][15][قبول][14]
[MEMORY][END]

**Programming Table**

See page 6-14.
**CO Connection Assignment**

until the desired CO number appears

until the desired dial mode appears

CONNECT ............. default (all 6 CO's)

NO CONNECT

[03] [NEXT] [NEXT] [SELECT] [MEMORY] [END]

or

[03] [NEXT] [A] [SELECT] [MEMORY] [END]

A-X: to assign the same on all 6 CO's

1: on CO 1

2: on CO 2

3: on CO 3

4: on CO 4

5: on CO 5

6: on CO 6

---

**Description**

You can program which outside line is connected and which one is not connected. When an extension automatically selects an idle outside line, the extension can be connected to it quickly.

**Programming**

1. Dial (03).
   “CO CONNECTION” will be displayed.

2. Press the NEXT button.
   “ENTER CO NO” will be displayed.

3. Press the NEXT button.
   “CO 1: CONNECT” will be displayed and “CONNECT” will blink.

4. Press the SELECT button, to alternate between CONNECT and NO CONNECT to select the desired mode.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the dialing mode on the other CO lines.

7. To return to the initial program mode, press the END button.

**Conditions**

- When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.
- The PREV button allows you to see the entry status in the previous CO connection assignment.

**Example:**

CO 1 and 2 ............... CONNECT
CO 3 ..................... NO CONNECT

1. [03] [NEXT] [(NEXT) or (1)] [MEMORY]
2. [NEXT] [MEMORY]
3. [NEXT] [SELECT] [MEMORY] [END]

**Programming Table**

See page 6-14.
Dial Mode (Tone/Pulse) Selection

Description
Allows the user to select the dialing mode (tone or pulse) of each CO (Central Office) line.

• TONE Dial Mode
The dial signal from the extension (with tone or pulse dial mode) will be converted to TONE. TONE will then be transmitted to the Central Office.

• PULSE Dial Mode
The dial signal from the extension (with tone or pulse dial mode) will be converted to PULSE. PULSE will then be transmitted to the Central Office.

Programming
1. Dial (04).
   “CO DIAL MODE” will be displayed.
2. Press the NEXT button.
   “ENTER CO NO” will be displayed.
3. Press the NEXT button.
   “CO 1: TONE” will be displayed and “TONE” will blink.
4. Press the SELECT button to alternate between TONE and PULSE.
5. Press the MEMORY button.
   The LCD blinking will stop.
6. Repeat steps 3 to 5, to program the dialing mode on the other central office lines.
7. To return to the initial program mode, press the END button.

Conditions
- When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.
- The PREV button allows you to see the entry status in the previous CO dial mode.
- If the KX-T61610 is connected to the Central Office directly or installed behind a host PBX, which receives both tone and pulse dialing mode, the KX-T61610 must be used only in the tone dial mode.
- If your extension is not a KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 but a standard telephone, and the dial tone frequency of CO Lines is 600 Hz, the KX-T61610 must be used only for the pulse dial mode of CO Lines.

Example:
- TONE on the CO 1:
  [04] [NEXT] [1] [MEMORY] [END]
- PULSE on the CO 2:
  [04] [NEXT] [2] [SELECT] [MEMORY] [END]

Programming Table
See page 6-14.
Description

Allows Day/Night service to be selected manually or automatically.
In case of manual switching, refer to “Flexible Night Service” page 4-39.

In case of automatic switching, set the “Starting Time (Day/Night Service)” page 3-13.

The following features should be set.
• “Flexible Day Outward Dialing Assignment” page 3-15.
• “Flexible Night Outward Dialing Assignment” page 3-16.
• “Flexible Day Ringing Assignment” page 3-17.
• “Flexible Night Ringing Assignment” page 3-18.

Conditions

When the Switching mode (Day/Night Service) is set to “AUTO”, the present Day/Night Service mode will not change after you finish programming. To change the present mode, manual operation is required. After you selected the Starting time (Day/Night Service) page 3-13, select the present Day/Night mode by “Flexible Night Service” page 4-39.

Programming Table

See page 6-14.

Programming

1. Dial (05).
   “DAY/NIGHT MODE” will be displayed.

2. Press the NEXT button.
   “MODE CHANGE: MAN” will be displayed and “MAN” will blink.

3. Press the SELECT button to alternate between “MAN” and “AUTO” to select the desired mode.

4. Press the MEMORY button.
   The LCD will stop blinking.

5. To return to the initial program mode, press the END button.
Starting Time (Day/Night Service)

A = [01] (o'clock): starting time for day service
- [09] (o'clock) ............ default
- [12] (o'clock)

B = [00] (minute) ............ default
- [01] (minute)
- [59] (minute)

until the desired mode appears
- AM ........ default
- PM

C = [01] (o'clock): starting time for night service
- [05] (o'clock) ............ default
- [12] (o'clock)

D = [00] (minute) ............ default
- [01] (minute)
- [59] (minute)

until the desired mode appears
- PM ........ default
- AM

[06] [NEXT] [A] [B] [SELECT] [MEMORY] [NEXT] [C] [D] [SELECT] [MEMORY] [END]
Description
If you select the automatic switching mode for day/night service, enter the starting time. Refer to "Switching Mode (Day/Night Service)" page 3-12.

Programming
1. Dial (06).
   "DAY/NIGHT TIME" will be displayed.

2. Press the NEXT button.
   "DAY: 09:00 AM" will be displayed as a default value and "09" will blink.

3. Enter the starting time for day service using 2 digits.

4. Press the "Q" button.
   "00" will blink.

5. Enter the minute using 2 digits.

6. Press the "Q" button.
   "AM" will blink.

7. Press the SELECT button to alternate between "AM" and "PM" to select the correct setting.

8. Press the MEMORY button.

9. Press the NEXT button.
   "NIGHT: 05:00 PM" will be displayed as a default value and "05" will blink.

10. Enter the starting time for night service using 2 digits.

11. Press the "Q" button.
    "00" will blink.

12. Enter the minute using 2 digits.

13. Press the "Q" button.
    "PM" will blink.

14. Press the SELECT button to alternate between "AM" and "PM" to select the correct setting.

15. Press the MEMORY button.

16. To return to the initial program mode, press the END button.

Conditions
- If the NEXT button is pressed at step 3 through 7, the display will advance to the "Night Time input" mode (step 9). The operations of step 3 through 7 are not stored.
- If the PREV button is pressed at step 10 through 14, the display will return to the "day time input" mode (step 2). The operations of step 10 through 14 are not stored.

Example:
8:30 AM... starting time for day plan
6:30 PM... starting time for night plan

[06][NEXT][08][Q][30][Q][MEMORY][NEXT][06]
[Q][30][Q][MEMORY][END]

Programming Table
See page 6-14.
Description

Through programming, you can select which extensions may be used for outward dialing by using the day mode of operation.

Programming

1. Dial (07).
   "DAY: OUT CO" will be displayed.

2. Press the NEXT button.
   "ENTER EXT NO" will be displayed.

3. Press the NEXT button.
   "11: CO 1 2 3 4 5 6" will be displayed and "1 2 3 4 5 6" will blink.

4. Dial the CO number to be entered.
   The desired combination of CO lines will be displayed.
   To prohibit dialing, press the CLEAR button instead of the CO number.
   "11: CO....." will be displayed.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the assignment on the other extensions.

7. To return to the initial program mode, press the END button.

Conditions

- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the CO assignment.

Example: COMPANY XYZ

Company XYZ wants only extension 11 and 15 to have access to CO 1, 2 and 3 on outgoing calls during the day. Extensions 12, 13, 14, 16, 17 and 18 are to be programmed for access to only CO 1 and 2.

1. [07] [NEXT] [(NEXT) or (11)] [1] [2] [3] [MEMORY]
2. [NEXT] [1] [2] [MEMORY]
3. [NEXT] [1] [2] [MEMORY]
4. [NEXT] [1] [2] [MEMORY]
5. [NEXT] [1] [2] [3] [MEMORY]
6. [NEXT] [1] [2] [MEMORY]
7. [NEXT] [1] [2] [MEMORY]
8. [NEXT] [1] [2] [MEMORY] [END]

Programming Table

See page 6-15.
Flexible Night Outward Dialing Assignment

Description
Through programming, you can select of which extensions may be used for outward dialing by using the night mode of operation.

Programming
1. Dial (08).
   "NIGHT: OUT CO" will be displayed.

2. Press the NEXT button.
   "ENTER EXT NO." will be displayed.

3. Press the NEXT button.
   "11: CO 1 2 3 4 5 6" will be displayed and "1 2 3 4 5 6" will blink.

4. Dial the CO numbers to be entered.
   The desired combination of CO lines will be displayed.
   [To prohibit dialing, press the CLEAR button instead of the CO number.
   "11: CO....." will be displayed.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the assignment on the other extensions.

7. To return to the initial program mode, press the END button.

Conditions
• When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
• The PREV button allows you to go to the previous extension for displaying the CO assignment.

Example: COMPANY XYZ
Company XYZ wants extensions 11, 13 and 16 to have access to CO 1, 2 and 3 on outgoing calls during the night. Extensions 12, 14, 15, 17 and 18 are to be programmed for access to only CO 1 and 2.

1. [08] [NEXT] [:NEXT) or (11) [1] [2] [3] [MEMORY]
2. [NEXT] [1] [2] [MEMORY]
3. [NEXT] [1] [2] [3] [MEMORY]
4. [NEXT] [1] [2] [MEMORY]
5. [NEXT] [1] [2] [MEMORY]
6. [NEXT] [1] [2] [3] [MEMORY]
7. [NEXT] [1] [2] [MEMORY]
8. [NEXT] [1] [2] [MEMORY] [END]

Programming Table
See page 6-15.
Flexible Day Ringing Assignment

**Description**
Through programming, you can select which extensions will ring on incoming calls from the Central Office during the day time.

**Programming**
1. Dial (09).
   “DAY. IN CO” will be displayed.

2. Press the NEXT button.
   “ENTER EXT NO” will be displayed.

3. Press the NEXT button.
   “11. CO 1 2 3 4 5 6” will be displayed and “1 2 3 4 5 6” will blink.

4. Dial the CO numbers to be entered.
   The desired combination of CO lines will be displayed.
   To prohibit ringing, press the CLEAR button instead of the CO number.
   “11. CO .......” will be displayed.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the assignment on the other extensions.

7. To return to the initial program mode, press the END button.

**Conditions**
- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the CO assignment.

**Example:**
Incoming calls from Central Office during the day are programmed to ring at extension 11 only.

1. [09] [NEXT] [×] [CLEAR] [MEMORY]
2. [NEXT][1] [2] [3] [4] [5] [6] [MEMORY] [END]

**Programming Table**
See page 6-15.
Flexible Night Ringing Assignment

until the desired extension number appears

| [10] [NEXT] [NEXT] [C...E] [MEMORY] [END] |
| [10] [NEXT] [AB] [C...E] [MEMORY] [END] |

- dial the CO number
  - 1 2 3 4 5 6 . . . . . . . . . . . default (all 16 extensions)
  - [CLEAR]

AB=[*]: to assign the same on all 16 extensions
  - [11]: on extension 11
  - [26]: on extension 26

Description
Through programming, you can select which extensions will ring during the night time on incoming calls from the Central Office.

Programming

1. Dial (10).
   "NIGHT: IN CO" will be displayed.

2. Press the NEXT button.
   "ENTER EXT NO" will be displayed.

3. Press the NEXT button.
   "11: CO 1 2 3 4 5 6" will be displayed and "1 2 3 4 5 6" will blink.

4. Dial the CO numbers to be entered.
   The desired combination of CO lines will be displayed.
   (To prohibit ringing, press the CLEAR button instead of the CO number.
   "11: CO....." will be displayed.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the assignment of the other extensions.

7. To return to the initial program mode, press the END button.

Conditions
- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the CO assignment.

Example: COMPANY XYZ
Company XYZ would like all incoming calls to ring at all extensions during the nighttime.


Programming Table
See page 6-15.
**Toll Restriction—Class Assignment**

- **Description**
  
  Used to prohibit selected extensions from making long distance calls.
  Toll restriction can help eliminate telephone abuse and contribute to controlling telephone costs.
  There are four service classes available for each extension.

<table>
<thead>
<tr>
<th>Service Class Selections</th>
<th>Allowed</th>
<th>Denied</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>all calls</td>
<td></td>
</tr>
<tr>
<td>2 toll calls, local calls</td>
<td></td>
<td>international calls</td>
</tr>
<tr>
<td>3 local calls, selected area-codes</td>
<td>international calls, any calls other than specific area-code programmed</td>
<td></td>
</tr>
<tr>
<td>4 local calls</td>
<td>international calls, toll calls</td>
<td></td>
</tr>
</tbody>
</table>

*For Service Class 3, up to 10 area codes can be selected for use in toll dialing (See "Toll Restriction—Area Code Selection" on page 3-21).*

- **Programming**

  1. Dial (11).
     "TOLL RESTRICTION" will be displayed.
  2. Press the NEXT button.
     "ENTER EXT NO" will be displayed.
  3. Press the NEXT button.
     "11: CLASS 1" will be displayed and "1" will blink.
  4. Repeat pressing the SELECT button until the desired class is displayed.
  5. Press the MEMORY button.
     The LCD will stop blinking.
  6. Repeat steps 3 to 5, to program the assignment on the other extensions.
  7. To return to the initial program mode, press the END button.
Conditions

- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the service class assignment.
- In some areas a "1" is needed before dialing the area code for long distance call. If your area does not need to dial a "1", the Programmable Toll Prefix should be set to "WITHOUT 1". Refer to "Programmable Toll Prefix" page 3-22.

Example:

- To prohibit international calls on extension 13 but allow local and toll calls enter.
  
  [11] [NEXT] [13] [SELECT] [MEMORY] [END]
  or
  [11] [NEXT] [NEXT] [NEXT] [NEXT] [SELECT] [MEMORY] [END]

- To prohibit international calls and toll calls on extension 14 but to allow local calls.
  
  [11] [NEXT] [14] [SELECT] [SELECT] [SELECT] [MEMORY] [END]
  or
  [11] [NEXT] [NEXT] [NEXT] [NEXT] [NEXT] [SELECT] [SELECT] [SELECT] [MEMORY] [END]

Programming Table

See page 6-15.
Description
For Service Class 3 (see "Toll Restriction—Class Assignment" on page 3-19.), up to 10 area codes can be selected for use in toll dialing. All area codes except those entered will be denied. All extensions programmed for Service Class Selections 3 shall be assigned to the same area code selection plan.

Programming
When Service Class 3 is programmed;

1. Dial (12).
   "CLASS 3 AREA CODE" will be displayed.

2. Press the NEXT button.
   "ENTER CODE NO." will be displayed.

3. Dial (00 through 09) or press the NEXT button.
   Example:
   When dialing (00) or pressing the NEXT button.
   • The LCD will show "00:NOT STORED" when nothing is stored in memory location number "00".
   When area code 212 has been stored, "00:212" will be displayed.

4. Dial the area code, with 3 digits.
   • To erase a wrong entry, press the CLEAR button.

5. Press the MEMORY button.
   • The memory indicator will be lit.

6. To advance to the next memory location number, press the NEXT button.
   To return to the previous memory location number, press the PREV button.
   To go to the desired memory location number, press SELECT button and the dial the memory location number.

7. Repeat steps 4 to 6.

8. To return to the initial program mode, press the END button.

Example:
To allow extension 12 to have access to New York City and the entire state of New Jersey, program the following.
New York City has 2 area codes 212, 718 and New Jersey 201, 609.
Enter 212 into the memory location number "00", 718 into "01", 201 into "02" and 609 into "03".

**STEP 1**...[11] [NEXT] [NEXT] [SELECT] [SELECT] [MEMORY] [END]

**STEP 2**...[12] [NEXT] [NEXT] [212] [MEMORY] [NEXT] [718] [MEMORY] [NEXT] [201] [MEMORY] [NEXT] [609] [MEMORY] [END]

**Programming Table**
See page 6-16.
Programmable Toll Prefix

Description

Set to "WITH 1" for Toll Restriction in areas where you are required to dial 1 to toll calls (long distance).

Example:
You are required to insert a "1" before dialing the area code for long distance calls.

1-201-348-7000

Set to "WITHOUT 1" in area where a "1" is not needed.

Programming

1. Dial (13).
   "TOLL PREFIX" will be displayed.

2. Press the NEXT button.
   "WITH 1" will be displayed and blink.

3. Press the SELECT button to alternate between "WITHOUT 1" and "WITH 1" to select the desired mode.

4. Press the MEMORY button.
   The LCD will stop blinking.

5. To return to the initial program mode, press the END button.

Programming Table

See page 6-16.
Programmable Operator Call

until the desired extension number appears

until the desired mode appears

- ENABLE .... default (all 16 extensions)
- DISABLE

[14] [NEXT] [NEXT] [SELECT] [MEMORY] [END]

or

[14] [NEXT] [AB] [SELECT] [MEMORY] [END]

AB=[*]: to assign the same on all 16 extensions

- [11]: on extension 11
- [20]: on extension 20

Description
Through programming, you can select of which extensions may dial an Operator Call. To deny all dialing that starts from “O”, set to DISABLE.

Programming
1. Dial (14). “OPERATOR CALL” will be displayed.
2. Press the NEXT button. “ENTER EXT NO” will be displayed.
3. Press the NEXT button. “11: ENABLE” will be displayed and “ENABLE” will blink.
4. Press the SELECT button, to alternate between ENABLE and DISABLE to select the desired mode.
5. Press the MEMORY button. The LCD will stop blinking.
6. Repeat steps 3 to 5, to program the assignment of the other extensions.
7. To return to the initial program mode, press the END button.

Conditions
- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the operator call selection.
- Operator call dialing can not be denied if service class 1 of Toll Restriction is used.

Example:
- To prohibit operator call on extension 12

[14] [NEXT] [12] [SELECT] [MEMORY] [END]

Programming Table
See page 6-16.
Programmable Directory Assistance

Description
Through programming, you can select which extensions may be dialed Directory Assistance "411". For to deny the directory assistance dialing, set to RESTRICT.

Conditions
- Directory assistance dialing can not deny service class 1 and 2 of Toll Restriction.

Programming
1. Dial (15).
"DIRECTORY ASSIST" will be displayed.

2. Press NEXT button.
"NO RESTRICT" will be displayed and blink.

3. Press the SELECT button to alternate between "NO RESTRICT" and "RESTRICT" to select the desired mode.

4. Press the MEMORY button.
The LCD will stop blinking.

5. To return to the initial program mode press the END button.

Example:
- To prohibit directory assistance.

[15][NEXT][SELECT][MEMORY][END]

Programming Table
See page 6-10.
Automatic Answering (Automatic/Manual) Selection

Description
By programming either automatic or manual answering can be set. The auto mode allows the user to answer incoming outside calls simply by lifting the handset, while if programmed to the manual mode, the user must lift the handset and press the flashing CO button.

Programming

1. Dial (16).
   "CO ANSWER MODE" will be displayed.

2. Press the NEXT button.
   "ENTER EXT NO" will be displayed.

3. Press the NEXT button.
   "11: AUTO ANSWER" will be displayed and "AUTO" will blink.

4. Press the SELECT button to alternate between AUTO ANSWER and MAN ANSWER to select the desired mode.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the mode selection of the other extensions.

7. To return to the initial program mode, press the END button.

Conditions
• When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
• The PREV button allows you to go to the previous extension for displaying the automatic answering selection.

Examples:
• AUTO ANSWER mode on the extension 11
  [16] [NEXT] [11] [MEMORY] [END]
  or
  [16] [NEXT] [NEXT] [MEMORY] [END]
• MANUAL ANSWER mode on the extension 12
  [16] [NEXT] [SELECT] [MEMORY] [END]
  or
  [16] [NEXT] [NEXT] [NEXT] [SELECT] [MEMORY] [END]

Programming Table
See page 6-16.
Host PBX Access Codes Assignment

Description
If the system, (KX-T61610) is installed behind a host PBX, the host PBX may require a pause time to access Central Office Lines. This feature enables the host PBX to automatically pause via programming the outward dialing access codes of the host PBX.

Programming
1. Dial (17).
   "HOST PBX ACCESS" will be displayed.
2. Press the NEXT button.
   "ENTER CO NO" will be displayed.
3. Press the NEXT button.
   • The LCD will show "CO1: NOT STORED" when nothing is stored in CO1. When the outside access codes 81, 82 has been stored, "CO1:81, 82" will be displayed.
4. Enter up to four outward access codes each with a maximum of 2 digits, punctuating each code with the CLEAR button.
   • To erase a wrong entry, press the CLEAR button.
5. Press the MEMORY button.
6. Repeat steps 3 to 5 to program each of the CO's of the KX-T61610.
7. To return to the initial program mode, press the END button.

Conditions
• When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.
• The PREV button allows you to go to the previous CO for displaying the host PBX access codes assignment.

Example:
• Access codes 81, 82, 83, 9 on CO1 =
  [17] [NEXT] [1] [81] [ ] [82] [ ] [83] [ ] [9] [MEMORY] [END]
  or
  [17] [NEXT] [NEXT] [81] [ ] [82] [ ] [83] [ ] [9] [MEMORY] [END]

Programming Table
See page 6-16.
Preferred CO Line Assignment

Description
When any incoming calls from the Central Office are received at the same time, you can receive the call on the preferred CO line first.

Programming
1. Dial (18).
   "PREFERRED CO" will be displayed.
2. Press the NEXT button.
   "ENTER EXT NO" will be displayed.
3. Press the NEXT button.
   "11: • • • " will be displayed and
   "• • • " will blink.
4. Repeat pressing the SELECT button until the desired CO number is displayed.
5. Press the MEMORY button.
The LCD will stop blinking.
6. Repeat steps 3 to 5, to program the assignment of the other extensions.
7. To return to the initial program mode, press the END button.

Conditions
- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the preferred CO line assignment.

Programming Table
See page 6-17.
Programmable Call Waiting

until the desired extension number appears

until the desired mode appears

EX-OFF, CO-OFF... default (all 16 extensions)
EX-ON, CO-OFF
EX-OFF, CO-ON
EX-ON, CO-ON

[19][NEXT][NEXT][SELECT][MEMORY][END]
or
[19][NEXT][AB][SELECT][MEMORY][END]

AB=[*]: to assign the same on all 16 extensions
[11]: on extension 11
: :
[26]: on extension 26

Description
During a conversation, a call waiting tone will be heard when a third party on an outside line or intercom calls you. Call waiting tone can be removed or added at customer's request. Set to "ON" for call waiting.

Programming
1. Dial (19).
   "CALL WAITING" will be displayed.

2. Press the NEXT button.
   "ENTER EXT NO" will be displayed.

3. Press the NEXT button.
   "11: EX-OFF, CO-OFF" will be displayed and "EX-OFF, CO-OFF" will blink.

4. Repeat pressing the SELECT button until the desired mode is displayed.

5. Press the MEMORY button.
The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the assignment of the other extensions.

7. To return to the initial program mode, press the END button.

Conditions
- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3
- The PREV button allows you to go to the previous extension for displaying the call waiting selection.

Programming Table
See page 6-17.
Delayed Ringing Assignment

**Description**

The ringing start time can be delayed on a designated extension(s) when an incoming call is received from the CO. The CO line(s) that you want to delay the ring start time can be selected through the programming. "Delayed Ringing Count Selection" page 3-30 should be set.

**Programming**

1. Dial (20). "DELAY RING CO" will be displayed.

2. Press the NEXT button. "ENTER EXT NO" will be displayed.

3. Press the NEXT button. "11: CO  • • • • • • " will be displayed and " • • • • • • " will blink.

4. Dial the CO numbers to be entered. The desired combination of CO will be displayed.  
   To prohibit dialing, press the CLEAR button instead of CO number.  
   "11: CO  • • • • • •" will be displayed.

5. Press the MEMORY button. The LCD will stop blinking.

6. Repeat 3 to 5, to program the assignment of the other extensions.

7. To return to the initial program mode, press the END button.

**Conditions**

- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.

- The PREV button allows you to go to the previous extension for displaying the delayed ringing assignment.

**Programming Table**

See page 6-17.
Delayed Ringing Count Selection

until the desired mode appears

- AFTER 1 RING
- AFTER 2 RINGS, ······································································ default
- AFTER 3 RINGS
- AFTER 4 RINGS

Description
After you select the CO lines that you want to delay the ring start time, select the desired delay ring count. Refer to “Delayed Ringing Assignment” page 3-29.

Programming
1. Dial (21).
   “DELAY RING COUNT” will be displayed.

2. Press the NEXT button.
   “AFTER 2 RINGS” will be displayed and will blink.

3. Repeat pressing the SELECT button until the desired mode is displayed.

4. Press the MEMORY button.
   The LCD will stop blinking.

5. To return to the initial program mode, press the END button.

Programming Table
See page 6-17.
Intercom Alerting Mode

Description
The intercom alerting mode (tone alerting/voice alerting) at a receiving extension can be selected through programming.

**TONE**... Tone alerting (ringing) sound at the receiving extension.

**VOICE**... Voice alerting instead of Tone alerting is heard through the speaker on the receiving extension.

Programming

1. Dial (22).
   "INTCOM CALL MODE" will be displayed.
2. Press the NEXT button.
   "ENTER EXT NO" will be displayed.
3. Press the NEXT button.
   "11: TONE CALL" will be displayed and "TONE" will blink.
4. Press the SELECT button to alternate between TONE CALL and VOICE CALL to select the desired mode.
5. Press the MEMORY button.
   The LCD will stop blinking.
6. Repeat steps 3 to 5 to program the call mode of the other extensions.
7. To return to the initial program mode, press the END button.

Conditions
- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the alerting mode.

Example:
- **VOICE CALL** on the extension 13
  [22] [NEXT] [13] [SELECT] [MEMORY] [END]

Programming Table
See page 6-17.
Programmable Doorphone

Description
Allows each extension to be programmed for receiving calls from up to 2 doorphones. (Doorphone is an option.)

Programming

1. Dial (23). “DOOR PHONE RCV” will be displayed.
2. Press the NEXT button. “ENTER EXT NO” will be displayed.
3. Press the NEXT button. “11: D-PHONE 1, 2” will be displayed and “1, 2” will blink.
4. Repeat pressing the SELECT button until the desired combination of doorphones (which are to be connected to that extension) is displayed.
5. Press the MEMORY button. The LCD will stop blinking.
6. Repeat steps 3 to 5, to program the combination of the other extensions.
7. To return to the initial program mode, press the END button.

Conditions
- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the doorphone assignment.

Example:
- To allow extension 12 to receive from D-PHONE 2
  [23] [NEXT] [12] [SELECT] [SELECT] [MEMORY] [END]

Programming Table
See page 6-17.
**Dial Call Pickup Group Assignment**

until the desired extension number appears

- dial the pickup group number (1 through 4)
- PKG: 1 default (all 16 extensions)
- [CLEAR]

[24] [NEXT] [NEXT] [A...D] [MEMORY] [END]

or

[24] [NEXT] [AD] [A...D] [MEMORY] [END]

AB=[*]: to assign the same on all 16 extensions
- [11]: on extension 11
- ...
- [26]: on extension 26

---

**Description**

Permits an extension user to answer other ringing telephones, provided that they are in the same pickup group.

**Programming**

1. Dial (24).
   "PICKUP GROUP" will be displayed.

2. Press the NEXT button.
   "ENTER EXT NO" will be displayed.

3. Press the NEXT button.
   "11: PKG: 1" will be displayed and "1" will blink. This means that extension 11 belongs to pickup group 1.

4. Dial the pickup group number (1 through 4) to be entered.
   The desired combination of pickup group will be displayed.
   To be out of any groups, press the CLEAR button instead of group number.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the assignment of the other extensions.

7. To return to the initial program mode, press the END button.

**Conditions**

- Each extension may belong to more than one pickup group, up to four, or may not belong to a group.
- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the pickup group assignment.

**Examples:**

- extension 14...Pickup Group 2
  [24][NEXT][14][2][MEMORY][END]
- extension 15...Pickup Group 3
  [24][NEXT][15][3][MEMORY][END]

**Programming Table**

See page 6-18.
**Account Code Input Mode**

until the desired extension number appears

<table>
<thead>
<tr>
<th>[OPTION] (default)</th>
<th>[FORCED] (all 16 extensions)</th>
</tr>
</thead>
</table>

until the desired mode appears

[25][NEXT][NEXT][SELECT][MEMORY][END]
or

[25][NEXT][AB][SELECT][MEMORY][END]

AB=[*]: to assign the same on all 16 extensions

[11]: on extension 11

...:

[26]: on extension 26

---

**Description**

This feature gives each message of the SMDR an account code of the called or calling party. This feature has two modes “FORCED” and “OPTION”. In the “FORCED” mode, the account code must be entered every time extension user dials.

In the “OPTION” mode, the account code may be entered when a record is needed. Refer to “Account Code” page 4-25.

**Programming**

1. Dial (25).
   “ACCOUNT CODE MOD” will be displayed.

2. Press the NEXT button.
   “ENTER EXT NO” will be displayed.

3. Press the NEXT button.
   “11: OPTION” will be displayed and the “OPTION” will blink.

4. Press the SELECT button to alternate between OPTION and FORCED to select the desired mode.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the account code of the other extensions.

7. To return to the initial program mode, press the END button.

**Conditions**

- When you start the programming from step 1, you may dial the desired extension number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous extension for displaying the account code input mode.

**Programming Table**

See page 6-18.
Duration Time Count Start Mode

until the desired time appears

INSTANTLY
5S AFTER DIAL .... default
10S AFTER DIAL

[26] [NEXT] [SELECT] [MEMORY][END]

Description
The duration time of the conversation is displayed.
Program the start time of the timer.
• Instantly after the CO line is captured.
• 5 seconds after the dialing
• 10 seconds after the dialing

Example:
10 seconds after the dialing
-[26] [NEXT] [SELECT] [MEMORY][END]

Programming Table
See page 6-18.

Programming

1. Dial (26).
   • "DURAT-TIME COUNT" will be displayed.

2. Press the NEXT button.
   • "5S AFTER DIAL" will be displayed and blink.

3. Repeat pressing the SELECT button until the desired time (INSTANTLY, 5S AFTER DIAL, 10S AFTER DIAL) is displayed.

4. Press the MEMORY button.
   The LCD will stop blinking.

5. To return to the initial program mode, press the END button.
**Station Message Detail Recording (SMDR)**

**Communication Parameters**

**Description**

SMDR is a cost saving feature that records on a printer a record of all incoming and outgoing calls. The following information is provided on the printout.

The SMDR will print out the security code of the long distance service. (MCI, SPRINT etc.)

**NOTE:**

When plugging a printer into the KX-T61610 make sure that the printer power is off.

Select the SMDR Communication Parameters, System Data Dump and SMDR Incoming/Outgoing Selection for proper operation.

**Example of print**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Ext.</th>
<th>CO</th>
<th>Dial Number</th>
<th>Duration</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/20/87</td>
<td>8:00 AM</td>
<td>26</td>
<td>6</td>
<td>1-201-234-5678</td>
<td>00:00:30&quot;</td>
<td>0123</td>
</tr>
</tbody>
</table>

- Year
- Month
- Day
- CO number
- Called party
- Extension
- Second
- Minute
- Account code
- Hour

- When you have an incoming call, the printer will print <<incoming>>.
- When "=" appears in the Dial Number, the previous number of "=" indicates the line access number of the Host PBX.
- When "*" appears in front of the Time, this means the time that the call is transferred.

**SMDR Printer Format Selection**

(Carriage return for a new line)

- until the desired code appears
  - CR+LF... default
  - CR

(Baud rate)

- until the desired baud rate appears
  - 110 B
  - 150 B
  - 300 B
  - 600 B
  - 1200 B... default
  - 2400 B
  - 4800 B
  - 9600 B

Proceed to page 3-37.
**Carriage return for a new line**

A new line code indicates what type of code is needed for the print head on a printer to move the first character position on the next line.

- CR+LF when "CR+LF" is required from a printer.
- CR when "CR" is required from a printer.

CR= Carriage Return
LF= Line Feed.

**Baud rate**

A baud rate code indicates the data transmission speed from the system to a printer.

- 110 B (when 110 baud is required.)
- 150 B (when 150 baud is required.)
- 300 B (when 300 baud is required.)
- 600 B (when 600 baud is required.)
- 1200 B (when 1200 baud is required.)
- 2400 B (when 2400 baud is required.)
- 4800 B (when 4800 baud is required.)
- 9600 B (when 9600 baud is required.)

The default value is the same as that of the Panasonic data terminal, KX-D4910D, KX-D4911, KX-D4920 etc, except baud rate.

**Word length**

A word length code indicates how many bits compose a character.

- 7 BITS (when 7 bits are required.)
- 8 BITS (when 8 bits are required.)

**Stop bit length**

A stop bit length code indicates the end of a bit string which composes a character.

- 1 BIT: when one bit is required for end detection.
- 2 BITS: when two bits are required for end detection.

**Page length**

The page length may be selected to position a title and data on each page.

A page length code indicates the number of lines per page.
A title will be printed on the first 3 lines of each page.

- 4 lines per page
- 99 lines per page

STANDARD CONTINUOUS PAPER (11 inches)

To print data, page length must be longer than skip perforation by 4 or more lines.
**Skip perforation**

The skip perforation code indicates the number of lines to be skipped. When the print head reaches the line designated, the print head moves to the top position of the next page.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>(print head does not skip.)</td>
</tr>
<tr>
<td>1</td>
<td>(print head skips the last line.)</td>
</tr>
<tr>
<td>2</td>
<td>(print head skips the last 2 lines.)</td>
</tr>
<tr>
<td>...</td>
<td></td>
</tr>
<tr>
<td>95</td>
<td>(print head skips the last 95 lines.)</td>
</tr>
</tbody>
</table>

**Programming**

1. Dial (27).
   "SMDR PARAMETERS" will be displayed.

2. Press the NEXT button.
   "NL-CODE: CR+LF" will be displayed and "CR+LF" will blink.

3. Press the SELECT button to alternate between CR+LF and CR to select the desired mode.

4. Press the MEMORY button.
   The LCD will stop blinking.

5. Press the NEXT button.
   "BAUD RATE: 1200B" will be displayed and the "1200B" will blink.

6. Repeat pressing the SELECT button until the desired baud rate is displayed.

7. Press the MEMORY button.
   The LCD will stop blinking.

8. Press the NEXT button.
   "WORD LENGTH: 7BITS" will be displayed and the "7BITS" will blink.

9. Press the SELECT button to alternate between 7BITS and 8BITS to select the desired mode.

10. Press the MEMORY button.
    The LCD will stop blinking.

11. Press the NEXT button.
    "PARITY: MARK" will be displayed and the "MARK" will blink.

12. Repeat pressing the SELECT button until the desired parity code is displayed.

13. Press the MEMORY button.
    The LCD will stop blinking.

14. Press the NEXT button.
    "STOP BIT: 1BIT" will be displayed and the "1BIT" will blink.

15. Press the SELECT button to alternate between 1BIT and 2BITS to select the desired mode.

16. Press the MEMORY button.
    The LCD will stop blinking.

17. Press the NEXT button.
    "PAGE LENGTH: 66" will be displayed and the "66" will blink.

18. Dial (4 through 99) for the page length entry.

19. Press the MEMORY button.
    The LCD will stop blinking.

20. Press the NEXT button.
    "SKIP PERF: 0" will be displayed and the "0" will blink.

21. Dial (0 through 95) for the skip perforation code entry.

22. Press the MEMORY button.
    The LCD will stop blinking.

23. To return to the initial program mode, press the END button.

**Programming Table**

See page 6-18.

**Conditions**

- To return to the previous mode, press the PREV button instead of the NEXT button.
Conditions
The following combinations are disallowed.

<table>
<thead>
<tr>
<th>Parity</th>
<th>Word Length</th>
<th>Stop Bit Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>mark</td>
<td>8</td>
<td>2</td>
</tr>
<tr>
<td>space</td>
<td>8</td>
<td>1</td>
</tr>
<tr>
<td>space</td>
<td>8</td>
<td>2</td>
</tr>
<tr>
<td>none</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>even</td>
<td>8</td>
<td>2</td>
</tr>
<tr>
<td>odd</td>
<td>8</td>
<td>2</td>
</tr>
</tbody>
</table>

If any of the above disallowed combinations are selected, "INPUT ERROR" will be displayed. Press the NEXT button and then repeat the procedure of programming.

The pin configuration of EIA (RS-232C) connector is as follows.

<table>
<thead>
<tr>
<th>Pin Number</th>
<th>Signal Name</th>
<th>Circuit Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>FG</td>
<td>Frame Ground</td>
<td>EIA A</td>
</tr>
<tr>
<td>TXD</td>
<td>Transmitted Data</td>
<td>CCITT 101</td>
</tr>
<tr>
<td></td>
<td></td>
<td>EIA A</td>
</tr>
<tr>
<td>RXD</td>
<td>Received Data</td>
<td>EIA B</td>
</tr>
<tr>
<td>RTS</td>
<td>Request To Send</td>
<td>CCITT 104</td>
</tr>
<tr>
<td></td>
<td></td>
<td>EIA B</td>
</tr>
<tr>
<td>CTS</td>
<td>Clear To Send</td>
<td>EIA C</td>
</tr>
<tr>
<td>DSR</td>
<td>Data Set Ready</td>
<td>CCITT 106</td>
</tr>
<tr>
<td></td>
<td></td>
<td>EIA C</td>
</tr>
<tr>
<td>SG</td>
<td>Signal Ground</td>
<td>EIA A</td>
</tr>
<tr>
<td>DCD</td>
<td>Data Carrier</td>
<td>CCITT 102</td>
</tr>
<tr>
<td></td>
<td>Detect</td>
<td>EIA A</td>
</tr>
<tr>
<td>DTR</td>
<td>Data Terminal</td>
<td>CCITT 108.2</td>
</tr>
<tr>
<td></td>
<td>Ready</td>
<td>EIA C</td>
</tr>
</tbody>
</table>

EIA SIGNALS:

Frame Ground (FG);
Connects to the unit frame and the earth ground conductor of the AC power cord.

Transmitted Data (TXD); (output)
Conveys signals from the unit to the printer. A "MARK" condition is held unless data or BREAK signals are being transmitted.

Received Data (RXD); (input)
Conveys signals from the printer.

Request To Send (RTS); (output)
This lead is held ON whenever DSR is ON.

Clear To Send (CTS); (input)
An ON condition of circuit CTS indicates that the printer is ready to receive data from the unit. The unit does not attempt to transfer data or receive data when circuit CTS is OFF.

Data Set Ready (DSR); (input)
An ON condition of circuit DSR indicates that the printer is ready. Circuit DSR ON does not indicate that communication has been established with the printer.

Signal Ground (SG);
Connects to the DC ground of the unit for all interface signal.

Data Terminal Ready (DTR); (output)
This signal line is turned ON by the unit to indicate that it is ON LINE.
Circuit DTR ON does not indicate that communication has been established with the printer.
It is switched OFF when the unit is OFF LINE.

Data Carrier Detect (DCD); (input)
The ON condition is an indication to data terminal (DTE) that the carrier signal is being received.
System Data Dump

- **STOP OUTPUT**
  
  until the **STOP OUTPUT** appears

  ![Diagram](image-url)

- **SYSTEM PARA**
- **SPEED DIAL**
- **A.I.I. PARA (Master)**
  
  until desired data dump mode appears

  ![Diagram](image-url)

- **CO PARA (Outside)**
  
  until the **CO PARA** appears

  ![Diagram](image-url)

- **EXT PARA**
  
  until the **EXT PARA** appears

  ![Diagram](image-url)
Description
Five separate printouts are available.
They are (1) System parameters (2) CO parameters (3) Extension parameters (4) Speed dial
(5) All parameters (master)

System parameters
Day/Night
Area codes of class-3
Toll prefix
Directory Assistance
Delay Ring count
Duration time count
SMDR parameters
Duration log
Auto hold alarm time
Hold recall time
Transfer recall time
Ex-paging access tone
Secret speed dialing
DTMF receiver selection
Door phone receive extension
Pickup group assignments
DSS operation mode
DSS console set

CO parameters
Connection
Dial mode
Host PBX access code
Hookswitch flash time
Disconnect time
CPC Detection

Extension parameters
(When the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 is connected at extension.)
Telephone type
Outgoing CO Day/Night
Incoming CO Day/Night
Toll restriction
Operator Call
CO answer mode
Incoming preferred CO
Call waiting

Speed dial
Speed access codes (00 through 99) in which phone numbers are stored may be printed.

Delayed Ringing CO
Intercom call mode
Account code input mode
Automatic CO hunting
Do not disturb
Call forwarding
Data line security
Dial call pickup deny
Feature button assignments
CO button assignments
DSS button assignments (KX-T30830 only)
<< DSS Console Items >>
Feature button assignments
DSS button assignments

(When the standard telephone or DSS console is connected at extension)
Telephone type
DSS console connection
Outgoing CO Day/Night
Incoming CO Day/Night
Toll restriction
Operator call
Incoming preferred CO
Call waiting
Delayed ringing CO
Account code input mode
Pickup dial
Do not disturb
Call forwarding
Data line security
Dial call pickup deny
**Operation**

To stop the printout;

1. Dial (28).
2. Press the NEXT button.
3. Repeat pressing the SELECT button until STOP OUTPUT is displayed.
4. Press the MEMORY button.
   “STOP PRINTING !!” will be displayed.

When the System Parameters, Speed dial or All Parameters is printed.
1. Dial (28).
   “SYSTEM DATA OUT” will be displayed.
2. Press the NEXT button.
   “MENU: SYSTEM PARA” will be displayed and “SYSTEM PARA” will blink.
3. Repeat pressing the SELECT button until the desired data dump mode is displayed.
4. Press the MEMORY button.
   The LCD will stop blinking.
5. Repeat step 2 to 4, to print the other data dumps.

When the CO Parameter is printed;
1. Dial (28).
2. Press the NEXT button.
3. Repeat pressing the SELECT button until the “CO PARA” is displayed.
4. Press the MEMORY button.
   “ENTER CO NO” is displayed.
5. Dial the CO number.
   SMDR printer will print out.
   “PRINTING NOW” will be displayed.
6. To print the other CO parameter, press the SELECT button and then dial the CO number.

When the Extension Parameter is printed;
1. Dial (28).
2. Press the NEXT button.
3. Repeat pressing the SELECT button until the “EXT PARA” is displayed.
4. Press the MEMORY button.
   “ENTER EXT NO” is displayed.
5. Dial the extension number.
   SMDR printer will print out.
   “PRINTING NOW” will be displayed.
6. To print the other extension parameter, press the SELECT button and then dial the extension number.

After completing printing, to return to the initial mode;
1. Press the END button.

**Programming Table**

See page 6-19.
Description

It is possible to print either outgoing outside calls, incoming outside calls or both.

**OUTGOING:**
- **ON**... to print outgoing outside calls
- **OFF**... to stop printing

**INCOMING:**
- **ON**... to print incoming outside calls
- **OFF**... to stop printing

Programming

1. Dial (29).
   "DURATION LOG" will be displayed.

2. Press the NEXT button.
   "OUTGOING: ON" will be displayed and the "ON" will blink.

3. Press the SELECT button to alternate between the "ON" and "OFF" to select the desired mode.

4. Press the MEMORY button.
   The LCD will stop blinking.

5. Press the NEXT button.
   "INCOMING: ON" will be displayed and the "ON" will blink.

6. Press the SELECT button to alternate between "ON" and "OFF" to select the desired mode.

7. Press the MEMORY button.
   The LCD will stop blinking.

8. To return to the initial program mode, press the END button.

Programming Table

See page 6-19.
Hold Time Reminder

Description
A tone indication will be heard at the holding extension to remind the user that he still has a call on hold.
The reminder will sound after 3 minutes but can be changed.
There are 9 choices ranging from (1) minute to (9).

Programming

1. Dial (30).
   “AUTO HOLD ALARM” will be displayed.

2. Press the NEXT button.
   “TIME: 3 MIN” will be displayed and “3” will blink.

3. Repeat pressing the SELECT button until the desired time is displayed.

4. Press the MEMORY button.
The LCD will stop blinking.

5. To return to the initial program mode, press the END button.

Conditions
The hold time reminder is activated, even if the hold recall time set is programmed to “DISABLE”.

Example:
4 minutes = [30] [NEXT] [SELECT] [MEMORY] [END]

Programming Table
See page 6-20.
Hold Recall Time Set

until the desired time appears

30 SEC .......... default
1 MIN
1.5 MIN
2 MIN
DISABLE

[31] [NEXT] [SELECT] [MEMORY] [END]

Description
When the handset of the holding extension is replaced back on call, you may have the automatic hold recall after the desired time elapses.
The hold recall time set can be removed or added at the customer's request.

Programming

1. Dial (31).
   "HOLD RECALL TIME" will be displayed.

2. Press the NEXT button.
   "TIME: 30 SEC" will be displayed and "30 SEC" will blink.

3. Repeat pressing the SELECT button until the desired time (30 SEC, 1 MIN, 1.5 MIN, 2 MIN, DISABLE) is displayed.

4. Press the MEMORY button.
The LCD will stop blinking.

5. To return to the initial program mode, press the END button.

Example:
1.5 minutes = [31] [NEXT] [SELECT] [SELECT] [MEMORY] [END]

Programming Table
See page 6-20.
**Programmable External Paging Access Tone**

**Example:**
To eliminate the paging access tone.

[32] [NEXT] [SELECT] [MEMORY][END]

**Description**

The acknowledge tone that is heard after accessing the external paging can be removed or added at the customer's request.

**Programming**

1. Dial (32).
   "EXT-PAG ACK-TONE" will be displayed.

2. Press the NEXT button.
   "ENABLE" will be displayed and blink.

3. Press the SELECT button to alternate between ENABLE and DISABLE to select the desired mode.

4. Press the MEMORY button.
   The LCD will stop blinking.

5. To return to the initial program mode, press the END button.
Programmable Secret Speed Dial

until the desired mode appears
[NO SECRET] . . . . . . default
[SECRET]

[33][NEXT][SELECT][MEMORY][END]

Description

When you dial on an outside line by speed dialing, the dialed number can be kept secret by not being displayed. (The dialed number will not be displayed on the LCD of the KX-T61030/KX-T30830.)

Programming

1. Dial (33). “SECRET SPEEDDIAL” will be displayed.

2. Press NEXT button. “NO SECRET” will be displayed and blink.

3. Press the SELECT button to alternate between “NO SECRET” and “SECRET” to select the desired mode.

4. Press the MEMORY button. The LCD will stop blinking.

5. To return to the initial program mode, press the END button.

Programming Table

See page 6-20.
Description

The timing of the hookswitch flash signal must be within the requirements from your Central Office.
There are three choices available 0.3, 0.6 or 0.9 second.

Programming

1. Dial (34).
   “FLASH TIME SET” will be displayed.

2. Press the NEXT button.
   “ENTER CO NO” will be displayed.

3. Press the NEXT button.
   “CO 1: 600 MS” will be displayed and “600 MS” will blink.

4. Repeat pressing the SELECT button until the desired value is displayed.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to set the hookswitch timing of the other CO's.

7. To return to the initial program mode, press the END button.

Conditions

- When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous CO for displaying the hookswitch flash timing.

Example:

- 0.3 sec on all 6 COs =
  [34] [NEXT] [A] [SELECT] [MEMORY] [END]

Programming Table

See page 6-20.
**Description**

A certain amount of time is needed for an outside call to be released, this is necessary so that a new call may be attempted after disconnecting with the previous call. There are two choices available, 1.5 and 4.0 seconds. The time you select must be longer than the requirements from your Central Office or host PBX.

**Programming**

1. Dial (35).
   "DISCONNECT TIME" will be displayed.

2. Press the NEXT button.
   "ENTER CO NO" will be displayed.

3. Press the NEXT button.
   "CO 1: 1.5 SEC" will be displayed and "1.5 SEC" will blink.

4. Press the SELECT button to alternate between 1.5 sec and 4.0 sec.

5. Press the MEMORY button.
   The LCD will stop blinking.

6. Repeat steps 3 to 5, to set the disconnect time for the other CO's.

7. To return to the initial program mode, press the END button.

**Conditions**

- When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous CO for displaying the disconnect time.

**Example:**

- 4.0 sec on all 6 CO=
  [35] [NEXT] [*] [SELECT] [MEMORY][END]

**Programming Table**

See page 6-20.
Calling Party Control (CPC) Signal

Description
To detect that an outside party has hung up and then terminate the outside (after a conversation, conference etc.) a CPC signal is needed.
CPC signal detection can be removed or added at customer's request.

Programming
1. Dial (36).
   "CPC DETECTION" will be displayed.

2. Press the NEXT button.
   "ENTER CO NO" will be displayed.

3. Press the NEXT button.
   "CO 1: ENABLE" will be displayed and "ENABLE" will blink.

4. Press the SELECT button, to alternate between ENABLE and DISABLE to select the desired mode.

5. Press the MEMORY button.
The LCD will stop blinking.

6. Repeat steps 3 to 5, to program the assignment of the other CO's.

7. To return to the initial program mode, press the END button.

Conditions
- When you start the programming from step 1, you may dial the desired CO number instead of the NEXT button at step 3.
- The PREV button allows you to go to the previous CO for displaying the calling party control signal selection.

Programming Table
See page 6-20.
Description
Outside calls can be transferred to any extension manually.
1. "WITHOUT TRANSFER" mode you can transfer outside call by pressing the TRANSFER button and then DSS button.
2. "WITH TRANSFER" mode you can transfer outside call by only pressing the DSS button.

Programming
1. Dial (37), "DSS BUTTON MODE" will be displayed.
2. Press the NEXT button, "WITHOUT TRANSFER" will be displayed and blink.
3. Press the SELECT button to alternate between "WITHOUT TRANSFER" and "WITH TRANSFER" to select the desired mode.
4. Press the MEMORY button, The LCD will stop blinking.
5. To return to the initial program mode, press the END button.

Conditions
Intercom calls can be transferred by pressing the TRANSFER button and then DSS button regardless of the mode setting.

Programming Table
See page 6-21.
Transfer Recall Time

until the desired mode appears

<table>
<thead>
<tr>
<th>30 SEC</th>
<th>default</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 MIN</td>
<td></td>
</tr>
</tbody>
</table>

[39] [NEXT] [SELECT] [MEMORY] [END]

Description
When a call is transferred to any extension, if other extension does not receive the transferred call within 30 seconds, the call will return to you.
The time may be changed to 2 minutes.

Programming
1. Dial (39).
   "XFER RECALL TIME" will be displayed.

2. Press NEXT button.
   "30 SEC" will be displayed and blink.

3. Press the SELECT button to alternate between "30 SEC" and "2 MIN" to select the desired mode.

4. Press the MEMORY button.
The LCD will stop blinking.

5. To return to the initial program mode, press the END button.

Programming Table
See page 6-21.
**M3/FWD Selection (for KX-T30850, KX-T61650)**

- until the desired extension number appears
- until the desired mode appears
  - FEATURE KEY .......... default (all 16 extensions)
  - FWD/DND KEY

[40] [NEXT] [NEXT] [SELECT] [MEMORY] [END]  
or  
[40] [NEXT] [AB] [SELECT] [MEMORY] [END]

- AB=[*]: to assign the same on all 16 extensions
  - [11]: on extension 11
  - [26]: on extension 26

**Description**

3 programmable feature (F1, F2, F3) buttons are provided with the proprietary telephones, KX-T61650 and KX-T30850, and only “F3” button can be changed from programmable feature button to call forwarding (see page 4-35 for operation)/do not disturb (see page 4-37)/account code (see page 4-25) button.

- **“FEATURE KEY” mode...**  
  programmable feature function

- **“FWD/DND KEY” mode...**  
  call forwarding/do not disturb/account code function

**Programming**

1. Dial (40).  
“M3/FWD SELECTION” will be displayed.

2. Press the NEXT button.  
“ENTER EXT NO” will be displayed.

3. Dial the extension number to which the KX-T61650 or KX-T30850 is connected.  
Example:  
When dialing 20, the LCD will show “20:FEATURE KEY” and the “FEATURE KEY” will blink.

4. Press the SELECT button to alternate between FEATURE KEY and FWD/DND KEY to select the desired mode.

5. Press the MEMORY button.  
The LCD will stop blinking.

6. To return to the initial program mode, press the END button.

7. Repeat steps 1 to 6, to program call forwarding/do not disturb/account code button of the other extensions.

**Conditions**

- You may repeat pressing the NEXT button until the extension number to which the KX-T61650 or KX-T30850 is connected is displayed instead of the dialing the extension number at step 3.

- The PREV button allows you to go to the previous extension for displaying the M3/FWD selection.

**Programming Table**

See page 6-21.

3-54
DETAILED FEATURE DESCRIPTION AND OPERATION FOR EMSS PROPRIETARY TELEPHONE (KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820, KX-T30850)

To operate this system, after making program changes, set the System Program Switch located on the KX-T61610 (Electronic Modular Switching System) to the SET position.

To Make Calls

When the unit is unused, the Liquid Crystal Display will show the month, day and the present time.

Inter Office Calling (Intercom)

<table>
<thead>
<tr>
<th>Description</th>
<th>Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Station to station dialing within the KX-T61610 system.</td>
<td>• When a called party has the KX-T61630/KX-T30830 equipped with an LCD, the extension number of the calling party will be displayed on the LCD of the called party.</td>
</tr>
<tr>
<td>Operation</td>
<td>• The extension number of the calling party will be displayed on the LCD of the KX-T61630/KX-T30830.</td>
</tr>
<tr>
<td>Using the handset</td>
<td>• The ICM indicator will be lit green while using the unit.</td>
</tr>
<tr>
<td>1. Lift the handset.</td>
<td>• The KX-T61650 or KX-T30850 will not function for hands-free mode.</td>
</tr>
<tr>
<td>2. Dial the extension number (11 through 26).</td>
<td></td>
</tr>
<tr>
<td>3. Start talking</td>
<td></td>
</tr>
<tr>
<td>4. Hang up upon completion of the conversation.</td>
<td></td>
</tr>
<tr>
<td>Hands-free</td>
<td></td>
</tr>
<tr>
<td>1. Press the SP-PHONE or ICM button.</td>
<td></td>
</tr>
<tr>
<td>2. Dial the extension number (11 through 26).</td>
<td></td>
</tr>
<tr>
<td>3. Start talking</td>
<td></td>
</tr>
<tr>
<td>4. Press the SP-PHONE button again after completion of the conversation.</td>
<td></td>
</tr>
</tbody>
</table>

Using the Handset

- Lift the handset
- Dial the extension number (11 through 26)
- Talk
- Hang up

Hands-free

- Press "SP-PHONE"
- Dial the extension number (11 through 26)
- Talk
- Press "SP-PHONE"

- You may press the ICM button instead of the first SP-PHONE button.
- ICM—Intercom
- CO—Central Office
### Automatic Line Access

- Lift the handset or press "SP-PHONE"
- Dial the phone number
- Talk
- Hang up or press "SP-PHONE"
- Wait for the C.O. dial tone

**Description**
Each extension can automatically select an idle CO (Central Office) line within the KX-T61610.

**Operation**

1. Lift the handset or press the SP-PHONE button.
2. Dial (9).
   - Dial tone from CO (Central Office) will be heard.
   - The CO indicator will be lit green at your extension and lit red at other extensions.
3. Dial the phone number.
4. Start talking.
5. Hang up or press the SP-PHONE button upon completion of the conversation.

**Conditions**
- The 9 dialed, will be displayed on the LCD of the KX-T61630/KX-T30830 and you will hear following.
- Dial tone from CO: indicates that the CO line is captured.
- Busy tone: indicates that the six CO lines are busy.
- Reorder tone: indicates that the extension is denied access to an outside line.

### Individual Line Access

- Lift the handset
- Dial "CO"
- Wait for the C.O. dial tone
- Dial the phone number
- Talk
- Press "SP-PHONE"

**Description**
Any of the 6 CO's may be directly selected.

**Operation**

Using the handset

1. Lift the handset.
2. Press the CO button.
   - Dial tone from CO will be heard.
3. Dial the phone number.
4. Start talking.
5. Hang up.

**Hands-free**

1. Press the CO button.
   - Dial tone from CO will be heard.
2. Dial the phone number.
3. Start talking.
4. Press the SP-PHONE button.
   - The phone number dialed will be displayed on the LCD of the KX-T61630/KX-T30830.
   - You can not use the CO button whose indicator is lit (red) as this CO line is use.
   - The KX-T61650 or KX-T30850 will not function for hands-free mode.
**Individual Line Access**

**Description**
Any of the 6 CO lines may be selected by dial access.

**Operation**
1. Lift the handset or press the SP-PHONE button.
2. Dial (8) and the CO number (1 through 6).
   Dial tone from the CO (Central Office) will be heard.
3. Dial the phone number.
4. Start talking.
5. Hang up or press the SP-PHONE button.

**Conditions**
- The phone number dialed will be displayed on the LCD of the KX-T61630/KX-T30830.
- Individual line access codes
  - Dial 81 for CO 1
  - Dial 82 for CO 2
  - Dial 83 for CO 3
  - Dial 84 for CO 4
  - Dial 85 for CO 5
  - Dial 86 for CO 6

**Each extension can access a new CO line without hanging up.**

While having a conversation,

- The original conversation will be terminated and a new CO line will be accessed.

---

**Speed Dialing**

**Description**
There are 100 memory locations of system speed dialing available.

**Operation**
1. Lift the handset or press the SP-PHONE button.
2. Press the AUTO button.
3. Dial the speed access code.
   - You may press the CO button to select the CO line directly after lifting the handset or press the SP-PHONE button.

**Condition**
- The dialed number will be displayed on the LCD of the KX-T61630/KX-T30830.
- Continuous use of speed dialing is possible.
  - ex. [AUTO] [0] [0] [AUTO] [0] [1]
  - Chaining together two or more memory locations.
- Combinations of speed dialing, one touch dialing and manual dialing is possible.
One Touch Dialing

Programming

- Be sure the handset is in the cradle and the SP-PHONE or MONITOR button is OFF.
- Set the MEMORY switch of the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".

Storage

- Press "PROGRAMMABLE FEATURE".
- Dial 9.
- Dial the phone number.
- Press "MEMORY".
- Storage.

To Erase after Programming

- Press "PROGRAMMABLE FEATURE".
- Press "CLEAR (TRANSFER)".
- Press "MEMORY".
- To Erase.

- You may dial 81 through 86 instead of 9.
- 9 . . . . . . 81 through 86. Each extension can automatically select an idle CO line.
- 81 through 86 . Each extension can select a designated CO line.
- 81 through 86 must be dialed for storage.

To Correct an Error while Programming

- After pressing the CLEAR button, reprogram the correct number.
- The TRANSFER button is used as the CLEAR button.

To Change a Stored Number

- Repeat "Storage" above.

To Confirm a Stored Number

- Repeat programming the same number into the same station.

When the MEMORY button is pressed, a beep will be heard.
- Two beeps . . . . . storage is correct
- One beep . . . . . storage is incorrect
- Repeat the procedure of programming.

Dialing

- You may press the CO button to select the CO line directly after lifting the handset or press the SP-PHONE button.
**Description**

There are 12 memory locations for automatic dialing available. Up to 32 digits can be stored into each of the 12 memory locations. Pushing the "*", "#", "-", "FLASH" or "PAUSE" button counts as 1 digit.

- For your convenience, program private phone numbers into the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850.

**Programming**

Be sure the handset is in the cradle and the SP-PHONE or MONITOR button is OFF.

1. Set the MEMORY switch to "PROGRAM". "PROGRAM MODE" will be displayed.

2. Press a programmable feature button.
   - The LCD will show "M01: NOT STORED" when nothing is stored in the programmable feature button "01".
   - When automatic line access number 9 and the phone number 123-456-7890 has been stored, "M01: -123-456-7890" will be displayed.

3. Enter the line access number.
   - 9: automatic line access number
   - 81: line access number of CO 1
   - 82: line access number of CO 2
   - 83: line access number of CO 3
   - 84: line access number of CO 4
   - 85: line access number of CO 5
   - 86: line access number of CO 6

4. Enter the phone number.
   - You may enter punctuation during a phone number.
     - The SNR button is used as the "-" button.
   - To erase a wrong entry, press the CLEAR button.
     - The TRANSFER button is used as the CLEAR button.

5. Press the MEMORY button.
   - The MEMORY indicator will be lit.

6. Repeat steps 2 to 5, to program on other programmable feature buttons.

7. After programming all the numbers, return the MEMORY switch to the "SET" position. The MEMORY indicator will go out.

**Dialing**

1. Lift the handset or press the SP-PHONE button.

2. Press a programmable feature button.
   - You may press the CO button to select the CO line directly after lifting the handset or press the SP-PHONE button.

**Conditions**

- Use the "⊲", or "⟳" button for scrolling the display from side to side.
- The dialed phone number will be displayed on the LCD of the KX-T61630/KX-T30830.
- The combinations of speed dialing, one-touch dialing and manual dialing is possible.
- The line access number (9 or 81 through 86) should be stored.
- Continuous use of one touch dialing is possible.

Example:

[01] [02]

In this case, programmable feature button "02" should not include the line access number.

- When dialing, the pause is automatically entered after line access number (9 or 81 through 86).
- Features that can be accessed by using the dialing button also can be programmed into memory.

Refer to "One Touch Access for System Features" page 4-23.

**Examples:**

Automatic line access number 9 and phone number 123-4567 into the programmable feature button "01".

**Programming**

Set the MEMORY switch to "PROGRAM" position.

[01] [9] [123-4567] [MEMORY]

Return the MEMORY switch to "SET" position.

**Dialing**

1. Lift the handset.

Dial [01]

- You may press the CO button to select the CO line directly after lifting the handset.
Calling Doorphone

**Description**
Up to two doorphones (KX-T30865) can be connected to the KX-T61610.

**Operation**
Dialing to the doorphones
1. Lift the handset or press the SP-PHONE button.
2. Dial (31) for calling doorphone 1.
   Dial (32) for calling doorphone 2.
   “DOOR 1” or “DOOR 2” will be displayed.
3. Wait for the confirmation tone and then start talking.
4. Hang up or press the SP-PHONE button upon completion of the conversation.

**Conditions**
- The features, for instance, hold, transfer and so on, can not be activated by the doorphone.

Distinctive Dial Tone

**Description**
A distinctive dial tone will be heard from the handset if the extension user has previously activated a special feature.

**Operation**
None

**Conditions**
There are two types of dial tones.
- Dial tone 1: ordinary dial tone
- Dial tone 2: when any of the following features is activated:
  - Do not Disturb.
  - Dial Call Pickup Deny
  - Call Forwarding.
  - Data Line Security.
  - Background Music...
When a Line is Busy

Automatic Call Back Busy—(Camp-on)

### Setting

<table>
<thead>
<tr>
<th>For outside (trunk) calls</th>
<th>When hearing a recall for camp-on</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CO</strong></td>
<td><strong>LIFT THE HANDSET</strong></td>
</tr>
<tr>
<td><strong>PRESS</strong></td>
<td><strong>OR PRESS</strong></td>
</tr>
<tr>
<td><strong>&quot;CO&quot;</strong></td>
<td><strong>&quot;SP-PHONE&quot;</strong></td>
</tr>
<tr>
<td></td>
<td><strong>YOU WILL</strong></td>
</tr>
<tr>
<td></td>
<td><strong>HEAR A BUSY</strong></td>
</tr>
<tr>
<td></td>
<td><strong>TONE</strong></td>
</tr>
<tr>
<td></td>
<td><strong>DIAL</strong></td>
</tr>
<tr>
<td></td>
<td><strong>&quot;6&quot;</strong></td>
</tr>
<tr>
<td></td>
<td><strong>CONFIRMATION</strong></td>
</tr>
<tr>
<td></td>
<td><strong>TONE OF 2 BEEPS WILL BE HEARD</strong></td>
</tr>
<tr>
<td></td>
<td><strong>HANG UP OR</strong></td>
</tr>
<tr>
<td></td>
<td><strong>PRESS</strong></td>
</tr>
<tr>
<td></td>
<td><strong>&quot;SP-PHONE&quot;</strong></td>
</tr>
</tbody>
</table>

For intercom calls

| **DIAL**                  | **Hang up or press the SP-PHONE button.** |
| **EXTENSION**             | **When hearing a recall for camp-on;**   |
| **NUMBER**                | **Lift the handset or press the SP-PHONE button.** |
| (11 through 26)           | **When using an intercom call, you will hear the ring back tone.** |
|                           | **When using an outside call, you will hear the CO dial tone.** |

### Conditions

- Lifting the handset (or pressing the SP-PHONE button) during the camp-on mode will cause the camp-on feature to be cancelled.
- An extension may be the recipient of more than one call back busy, the call backs will be executed in the order of their arrival.
- If a call back is not answered at the originating extension within 10 seconds, the call back will be cancelled.

### Description

If the intercom extension or outside line you have dialed is busy, you will be automatically called back when the extension or the outside line becomes free using this function. This feature is also known as camp-on.

### Operation

**Setting**

1. Lift the handset or press the SP-PHONE button.

2. For intercom calls, dial the extension number.
   For outside calls, press the CO button.

3. Dial (6) after a busy tone is heard.

4. Wait for the confirmation tone.
   "CAMP ON CO" or "CAMP ON EXT" will be displayed.

5. Hang up or press the SP-PHONE button.

When hearing a recall for camp-on;
Lift the handset or press the SP-PHONE button.
- When using an intercom call, you will hear the ring back tone.
- When using an outside call, you will hear the CO dial tone.
**Busy Station Signaling**

**Description**
If the extension you have dialed is busy, you can inform that extension that another intercom call is waiting by three beeps. For use of this feature, the other extension is required to be set for this feature beforehand in the KX-T61610.

**Operation**
1. Lift the handset or press the SP-PHONE button.
2. Dial the extension number.
3. When you will hear a busy tone, dial (1) and wait for an answer.

**Conditions**
- To answer your signal, see "Call Waiting" on page 4-16.
- If the other party is using data equipment, you may not be able to use this feature.
- If a busy tone is heard after dialing 1, it indicates that the other party has not been set with this feature.

---

**Last Number Redial**

**Description**
The last phone number dialed on an outgoing call (CO line) can be redialed.

**Operation**
1. Lift the handset or press the SP-PHONE button.
2. Press the LNR button.
   - You may press the CO button to select the CO line directly after lifting the handset or press the SP-PHONE or MONITOR button.

**Conditions**
- Up to 32 digits can be stored and redialed. Pushing the "*" "#" or "PAUSE" button counts as 1 digit.
- When calling or while in the conversation mode, pressing the LNR button will cause the redial to operate after about 3 seconds.
To Receive Calls

Answer

LIFT THE HANDSET or PRESS "SP-PHONE"

Operation

Lift the handset or press the SP-PHONE button.

- When the "Automatic Answering Selection" feature has been selected to the "manual" mode in the KX-T61610 and an outside call is received, you must lift the handset and then press the CO button whose indicator is flashing (red color) quickly.

- When receiving an intercom call, you may press the ICM button whose indicator is flashing quickly and talk. (Hands-free mode)

- When receiving an outside call, you may press the CO button whose indicator is flashing red quickly and talk. (Hands-free mode)

- If any incoming calls from the Central Office are received at the same time except preferred CO line, you must lift the handset and then press the CO button whose indicator is flashing (red color) quickly.

Conditions

- If a call reaches through the CO line to which the CO-line number is not assigned, the ICM indicator will flash quickly. And the CO call can be received by pressing the ICM or the SP-PHONE button or lifting the handset.

Automatic Answer-Intercom

Setting

AUTO ANS
MUTE

PRESS "AUTO ANS"
(INDICATOR WILL BE LIT)

To cancel

AUTO ANS
MUTE

PRESS "AUTO ANS"
(INDICATOR WILL GO OUT)

Description

Allows extension user to answer an intercom call in the automatic hands-free mode without any operation when receiving an intercom call.

Operation

1. For setting, press the AUTO ANS button. The AUTO ANS indicator will be lit.

2. For cancellation, press the AUTO ANS button again. The AUTO ANS indicator will go out.

Description

- This feature is required to be set beforehand while the unit is not in use.

- The KX-T61650 or KX-T30850 will not function for Automatic Answer.
**Dial Call Pickup**

**Description**
An extension user can answer any ringing extension within their own pickup group.

**Operation**
1. Lift the handset or press the SP-PHONE button.
2. Dial (40) and wait for the confirmation tone.
3. Start talking.

**Conditions**
- Dial Call Pickup will work for incoming calls (intercom, outside and doorphone) but will not work for camp-on recall and hold recall.
- If a ringing extension is outside the pickup group or is in the dial call pickup denied mode, then a reorder tone will be heard through the use of this feature.
- Refer to "Dial Call Pickup Group Assignment" on page 3-33.
- Dial Call Pickup can use with the present call placed on hold.

**Directed Call Pickup**

**Description**
An extension may answer an incoming call that is ringing at another extension regardless of the pickup group.

**Operation**
1. Lift the handset or press the SP-PHONE button.
2. Dial (4) and then the extension number (11 through 26) at which call is ringing.
3. Wait for confirmation tone and then start talking.

**Conditions**
- It is possible to answer calls outside your assigned pickup group.
- Directed Call Pickup can use with the present call placed on hold.

Example:
Mr Brown’s extension number is 16.
He is now out of the office.
Mark receives the call instead of Mr. Brown with the telephone on his desk (extension 15).
Call Park Retrieve

To retrieve a parked call at any extension

| Lift the handset or press "SP-PHONE" | Dial (5) | Dial parked extension number |

Description
Allows any extension user to retrieve a call (intercom or outside) on hold at any extension.

Operation
When an intercom or outside call is on hold.

1. Lift the handset or press the SP-PHONE button at any extension.

2. Dial (5) and the extension number of the phone on which the call is placed on hold. (Connection is now made with the party who was on hold.)

3. Wait for the confirmation tone and then start talking.

Even when several outside calls are placed on hold simultaneously, you can retrieve the desired outside call from another extension as following.

1. Dial (5).

2. Dial the CO number (1 through 6).

Conditions
- Call park retrieving is possible regardless of the handset position of the phone which has placed the call on hold.
- If the extension that you want to retrieve the call park has several calls on hold, only the last call on hold will be retrieved.

Example:
Mark is talking with extension 15 on his desk, and then moves to another room placing the call on hold. He resumes the conversation using another extension.

Press the HOLD button. hang up and then go to Mr. Jay's office.

extension 15.

Dial (5) and the extension number at Mr. Jay's office.
**Doorphone**

**To answer a doorphone**

LIFT THE HANDSET or PRESS "SP-PHONE"

**Operation**
Lift the handset or press the SP-PHONE button.

**Conditions**
- If calls from doorphones are not answered within 15 seconds, the calls will be cancelled.
- Ring from doorphone.

- Each extension has to be programmed for receiving from doorphones. See "Programmable Doorphone" on page 3-32.

---

**Distinctive Ring Tone**

**Description**
A different ringing pattern is used to distinguish intercom calls from incoming outside calls.

**Operation**
None

**Conditions**
Automatic ring back for the camp on feature will ring differently from the ringing on intercom, outside, and doorphone calls.

**Incoming outside calls (including outside hold recall)**

```
1 sec
```

**Intercom calls (including intercom hold recall)**

```
1 sec
```

**Doorphone calls**

```
1 sec
```
### While Having a Conversation

#### Call on Hold

<table>
<thead>
<tr>
<th>To place a call on hold:</th>
<th>To retrieve:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(Outside calls on hold)</strong></td>
<td><strong>(Intercom call on hold)</strong></td>
</tr>
<tr>
<td>- at the holding extension</td>
<td>- at the holding extension</td>
</tr>
<tr>
<td><strong>(flashing)</strong></td>
<td><strong>(flashing)</strong></td>
</tr>
<tr>
<td><strong>TONE OF 2 BEEPS WILL BE HEARD</strong></td>
<td><strong>CONFIRMATION TONE OF 2 BEEPS WILL BE HEARD</strong></td>
</tr>
</tbody>
</table>

**Description**

If you wish to leave your phone unattended but want the caller you are in conversation with to wait, call hold may be used. Outside or intercom calls may be placed on hold. Calls on hold can be released by other extensions.

**Operation**

1. You are in conversation with an outside or internal party.
2. Press the HOLD button.
   - The indicator of CO or ICM button which is on hold will flash slowly (green color).
   - The confirmation tone of 2 beeps will be heard.

To Retrieve at the holding extension,
- press the CO or ICM button (flashing green).
- The indicator light will return to a steady green.

To Retrieve from another extension,
- press the CO button (flashing red).
- or
dial (5) and then the extension (11 through 26) or CO (81 through 86) number of the phone on which the call was placed on hold.

**Conditions**

- An Intercom hold can be activated on one extension only.
- An Outside call hold can be activated on six CO's.
- If a call is on hold for more than 30 minutes, a hold time reminder will be sounded and the call will be terminated automatically.
  - A hold time reminder is sounded through the built-in speaker of the extension.
- Calls on hold will be recalled either after 30 seconds, 1 minute, 1 minute and 30 seconds or 2 minutes, once handset is replaced (or the SP-PHONE button is pressed).

If hold recall time is set to “DISABLE”, it will not be recalled.
- Refer to “Hold Recall Time Set” on page 3-46.
- The hold time reminder is activated, even if the hold recall time set is programmed to “DISABLE”.
- When lifting the handset (or press the SP-PHONE button):
  - before recalling... A dial tone will be heard with the call on hold. You may dial another phone number.
  - while recalling... Only the first call on hold will be released and entered into the conversation mode.
# Call on Exclusive Hold

<table>
<thead>
<tr>
<th>To place a call on exclusive hold:</th>
<th>To retrieve:</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="hold.png" alt="Hold" /> Press &quot;HOLD&quot;</td>
<td>(Outside calls on hold) (Intercom call on hold)</td>
</tr>
<tr>
<td><img src="hold.png" alt="Hold" /> Press AGAIN</td>
<td><img src="co.png" alt="CO" /> flashing in groups of 2 green</td>
</tr>
<tr>
<td><img src="icm.png" alt="ICM" /> Press &quot;ICM&quot;</td>
<td><img src="icm.png" alt="ICM" /> Press &quot;ICM&quot;</td>
</tr>
</tbody>
</table>

## Description

An intercom or outside call placed on exclusive hold can not be released by any extension other than the phone which has placed the call on hold.

## Operation

1. You are in conversation with an outside or internal party.

2. Press the HOLD button.
   - The indicator of CO or ICM button which is on hold will flash slowly (green color).
   - A confirmation tone of 2 beeps will be heard.

3. Press the HOLD button, again.
   - The indicator will flash in groups of 2 (green color).

4. To retrieve, press the ICM button or the CO button whose indicator is flashing in groups of 2 (green color).
   - The indicator on the ICM or CO button will return to a steady green.

## Conditions

- An Intercom hold can be activated on one extension only.
- An Outside call hold can be activated on six CO's.
- If a call is on hold for more than 30 minutes, a hold time reminder will be sounded, and the call will be terminated automatically. A hold time reminder is sounded through the built-in speaker of the extension.

- Calls on hold will be recalled either after 30 seconds, 1 minute, 1 minute and 30 seconds or 2 minutes, once handset is replaced (or the SP-PHONE button is pressed). If hold recall time set is set to "DISABLE", will not be recalled. Refer to "Hold Recall Time Set" on page 3-46.

- The hold time reminder is activated, even if the hold recall time set is programmed to "DISABLE".

- When lifting the handset (or press the SP-PHONE button) before recalling... A dial tone will be heard with the call on hold. You may dial another phone number while recalling. Only the first call on hold will be released and entered into the conversation mode.
Description

Allows for up to a three party conference, (2-outsider1-inside) (1-outsider2-inside) or (3-inside).

Operation

1. Press the CONF button, to place the first party on hold.

2. Dial the number of the second party.
   If second party does not answer, press the CO button of the outside party concerned, or the ICM button to return to the first party.

3. Press the CONF button.
   A confirmation tone will be heard.
   3 party conference is now established. "CONF" will be displayed.

   • You may press the HOLD button instead of the first CONF button.

   To terminate conference
   Replace the handset or press the SP-PHONE button.
   • The other two parties will be directly connected together and can converse with each "other." (Intercom calls and intercom to outside are OK. outside to outside is not possible.)

   To terminate one caller and talk to the other caller.
   • If both the conference parties are on the outside:
     Press the CO button to talk to the desired party.

   • If both the conference parties are on the extension:
     Press the ICM button.
     You will be connected to the first participant.

   • If the conference parties are on the outside and extension:
     To talk to the outside party, press the CO button.
     To talk to the extension party, press the ICM button.

   To leave the other two parties on hold at the same time.
   Press the HOLD button.
   • In case the other two parties are on the extension, the other two parties can not be left on hold.

Conditions

• Pressing a CO button which is out of conference, allows you to exit from the conference and to access an outside party and the other parties to be connected together.
   If the other parties are outside ones, they are disconnected.

   If the other parties are on the outside and extension, they are connected.

• Pressing the ICM button for conference, allows you to exit from the conference and to access an intercom.
Call Waiting

To terminate the original call and talk to the new caller.

To place the original call on hold and talk to the new caller.

- If both original call and new call are intercom calls:
  (The ICM indicator will change lighting into flashing quickly when new call reaches.)
- If original call is CO call, and new call is CO call or intercom call:
  or
- If original call is intercom call and new call is CO call:

Description
Call waiting tone during a conversation indicates there is a new incoming CO line call or Intercom call.
This feature is required to be set beforehand in the KX-T61610.
For programming, see page 3-28.

Operation
To terminate the original call and talk to the new caller.
1. You will hear a call waiting tone (3 beeps).
2. Press the CO or ICM button whose indicator is flashing quickly. The original call is now terminated.
3. Start talking.

To place the original call on hold and talk to the new caller.

1. You will hear a call waiting tone (3 beeps).
2. Press the HOLD button for placing a conversation on hold.
3. Consult with the new caller.
4. Press the ICM button to terminate the second call and to return to the original call.

Conditions
- If a call waiting tone is heard and the CO or ICM indicator does not flash, this tone indicates a call waiting tone by special company service.
  In this case, see “Call Waiting-Outside Line” on page 4-24.
**Call Transfer**

**To transfer after other extension answers**

1. Press "TRANSFER" button.
2. Dial the extension number.
3. Announce and wait for an answer.
4. Hang up or press "SP-PHONE".

**To transfer without announcing the other extension**

1. Press "TRANSFER" button.
2. Dial the extension number.
3. Hang up or press "SP-PHONE".

**To Retrieve the Call**

If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you. In this case:

- **Outside call**: Press "CO" button.
- **Intercom call**: Press "ICM" button.

or

- Lift the handset or press "SP-PHONE".

**Description**

Outside or intercom calls may be transferred to any extension manually.

**Operation**

1. You are engaged in a call (outside or intercom).
2. Press the TRANSFER button.
3. Dial number of extension (11 through 26) to which the call is transferred.
4. For Unscrened call transfer, replace the handset or press the SP-PHONE button.
   For Screened call transfer, wait for new party to answer and announce call, then replace the handset or press the SP-PHONE button.

**To retrieve the Call**

If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you.

In this case:

Press the CO or ICM button whose indicator is flashing slowly or lift the handset.

**Conditions**

- Upon recall to the transferring extension, if call is not answered in 30 minutes it will be terminated.
- When busy, you may access the other extension by dialing 1.
  Also you may return to the calling party by pressing the CO or ICM button whose indicator is flashing slowly (green color).
- The time that the call returns to you when the transferred call is not received can be changed 30 seconds into 2 minutes.
  For changing, see page 3-53.
**Call Splitting—Between CO and Intercom**

### Description
Allows an extension user to alternate between a CO party and an Intercom party.

### Operation
1. Press the HOLD button to place the first party on hold.
2. Dial the second party.
3. Consult with the second party.
4. Press the HOLD button to place the second party on hold.
5. Press the CO or ICM button whose indicator is flashing slowly.
6. Consult with the first party.
7. Press the HOLD button to place the first party on hold.
8. Press the ICM or CO button whose indicator is flashing slowly.
9. Consult with the second party.
10. Repeat step 4 to 9.

### Conditions
- To release the call splitting mode, press the CO or ICM button without pressing the HOLD button. Conversation will be terminated and call on hold will be returned to conversation.
Call Splitting—Intercom

Description
Allows an extension user to alternate between two intercom parties.

Operation
1. Press the HOLD button to place the first party on hold.
2. Dial the second party.
3. Consult with the second party.
4. Press the HOLD button to place the second party on hold.
5. Consult with the first party.
6. Press the HOLD button to place the first party on hold.
7. Repeat step 3 to 6.

Conditions
- To release the call splitting mode, press the ICM button instead of the HOLD button. Conversation will be terminated and call on hold will be returned to conversation.

Paging

Paging All Extensions

Description
Allows paging to all extensions.

Operation
To access paging:
1. Lift the handset or press the SP-PHONE button.
2. Dial (34) and wait for confirmation tone (one beep). “PAGING (ALL)” will be displayed.
4. Wait for an answer and talk.

Conditions
- When an extension is in use, that extension cannot gain access to paging.
- When any extension is using the paging (all extensions, group or external), you cannot access to paging.
Paging Group

To access

For pickup group 1

1. Lift the handset or press the SP-PHONE button.
2. Dial (35) for paging the pickup group 1.
   Dial (36) for paging the pickup group 2.
   Dial (37) for paging the pickup group 3.
   Dial (38) for paging the pickup group 4.
   - The confirmation tone (one beep) will be heard.
   - “PAGING (GRP 1)”, “PAGING (GRP 2)”, “PAGING (GRP 3)” or “PAGING (GRP 4)” will be displayed.
4. Wait for an answer and talk.

Conditions
- When an extension is in use, that extension cannot gain access to paging.
- Refer to “Dial Call Pickup Group Assignment” on page 3-33.

For pickup group 2:
At step 2 above, dial 36 instead of 35.

For pickup group 3:
At step 2 above, dial 37 instead of 35.

For pickup group 4:
At step 2 above, dial 38 instead of 35.

Page will be heard only from the built-in speaker of KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850.

Description
- Allows paging to one of four groups.

Paging—External

To access

1. Lift the handset or press the SP-PHONE button.
2. Dial (33) and wait for confirmation tone (one beep).
   “EXTERNAL PAGING” will be displayed.
   When the page is answered, one beep will be heard. Start talking.

Conditions
- If external paging access tone is set to “DISABLE”, confirmation tone will not be heard after accessing the external paging.
  Refer to “Programmable External Paging Access Tone” on page 3-47.

Page will be heard from external paging equipment.
**Paging And Transfer**

To transfer a call to the paged person:

1. You are in conversation.
2. Press the TRANSFER button.
3. Dial (34) for paging all extensions.
   - Dial (35) for paging group 1.
   - Dial (36) for paging group 2.
   - Dial (37) for paging group 3.
   - Dial (38) for paging group 4.
   - Dial (33) for paging-external.
   - Wait for confirmation tone.
4. Start paging.
5. Wait for an answer.
6. Hang up or press the SP-PHONE button.

*You may dial 35, 36, 37, 38 or 33 instead of 34.*

**Paging—Answer**

To answer:

1. Lift the handset or press the SP-PHONE button.
2. Dial (43) and wait for confirmation tone (one beep).
3. Start talking.

**Description**

A page from the built-in speaker or external paging equipment can be answered from any extension.

**Operation**

To answer paging:

1. Lift the handset or press the SP-PHONE button.
2. Dial (43) and wait for confirmation tone (one beep).
3. Start talking.

**Conditions**

- If a call and CO number has been paged and transferred, you may answer by pressing the CO button whose number has been paged and indicator is flashing slowly (red color), instead of dialing 43.
Use of Other Features

Background Music

To enable

To cancel

Description

Music from an external source (e.g. radio) can be listened to on the built-in speaker of the telephone.

Operation

To enable

1. Lift the handset or press the SP-PHONE button.

2. Dial (751#).
   Wait for confirmation tone.
   "BGM ON" will be displayed.

3. Replace handset or press the SP-PHONE button.
   Music will be heard from the speaker.

To cancel

1. Lift the handset or press the SP-PHONE button.

2. Dial (750#).
   Wait for confirmation tone.
   "BGM OFF" will be displayed.

3. Place the handset back on the cradle or press the SP-PHONE button.
   Music will be stopped.

Conditions

- When listening to the background music, the music will be interrupted by incoming calls, lifting handset or pressing the SP-PHONE button. After completion of the conversation replacing the handset back on the cradle or pressing of the SP-PHONE button, will resume the background music.
**Mute Operation**

To enable

Be sure the SP-PHONE indicator is on.

- The MUTE indicator will flash.

To cancel

Press the MUTE button again.

- The MUTE indicator will go out.

**Description**

Use when you do not want your voice to be heard by the other party.

**Operation**

To enable

- Be sure the SP-PHONE indicator is on.
  - Press the MUTE button.
  - The MUTE indicator will flash.

To cancel

Press the MUTE button again.

- The MUTE indicator will go out.

**Conditions**

- This feature can be activated in speakerphone mode only.

---

**One Touch Access for System Features**

**To Program**

Set the MEMORY switch of the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".

**Example:**

Paging All Extensions (Dial 34).

**To Access**

1. Lift the handset or press the "SP-PHONE" button.
2. Press the PROGRAMMABLE FEATURE button.

**Description**

Features that can be accessed by using the dialing button also can be programmed into memory.

(e.g. Paging All Extensions, Background Music.)

**Operation**

To Program

Set the MEMORY switch of the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".

**Example:**

Paging All Extensions (Dial 34)

1. Press the PROGRAMMABLE FEATURE button.
2. Dial (34).
3. Press the MEMORY button.

- System feature described in the table on page 6-5 can be programmed into memory.
- After programming all the numbers, return the MEMORY switch to "SET".

To Access

1. Lift the handset or press the "SP-PHONE" button.
2. Press the PROGRAMMABLE FEATURE button.
**External Feature Access**

**Description**
Allows extension user to access features of the central office or host PBX. (example: call waiting feature can be supplied by central office.)

**Operation**

**Call Waiting—Outside Line**

1. While having a conversation, another party calls and a call waiting tone is heard.
2. Press the FLASH button.
   - The original call is placed on hold and the new call can be answered.
3. Press the FLASH button again.
   - The original caller can be spoken to again and the new call is placed on hold.
   - If the calling party on hold hangs up, the line is terminated.

**Conditions**

- The external feature (call waiting) can only be accessed when engaged on an outside call. The above-mentioned example shows you one of the procedures.
- "Flash" can be stored into memory in the same way as "Storage" on page 4-4.
- You may access some features of host PBX using the Flash button. If KX-T61610 is connected to host PBX and flash operation is required, follow the procedure of flash operation which is required in the host PBX.
Account Code

Forced Mode

- Making a Call

- Receiving a Call

If you want to record a calling party's account code in the SMDR, follow the below-mentioned procedure.

Within 30 seconds of finishing your conversation or while having a conversation,

- Dialing the account code must be done before hanging up.

Option Mode

- Making or Receiving a Call

If you want to record a calling or called party's account code in the SMDR, follow the below-mentioned procedure.

Within 30 seconds of finishing your conversation or while having a conversation,

- Dialing the account code must be done before hanging up.
Description
This feature gives each message of the SMDR an account code of the called or calling party.
Station Message Detail Recording (SMDR) is a cost-saving feature that records all incoming and outgoing calls through the CO line.
This feature has two modes: "Forced" and "Option".
In the "Forced" mode, the account code must be entered every time the extension user dials.
In the "Option" mode, the account code may be entered when a record of the account code is needed.
When setting to the "Forced" mode, see page 3-34.
The programmable feature (F3 only) button of the KX-T61650 or KX-T30850 can also be used for "Account Code" if programming is done beforehand in the KX-T61610.
For programming, see page 3-54.

Operation

Forced Mode

Making a Call
1. Lift the handset or press the SP-PHONE button.
2. Press the CO button.
The FWD/DND Indicator will flash.
3. Press the FWD/DND (or F3) button. "ENTER ACCNT CODE" will be displayed. The FWD/DND Indicator will light.
   Intermittent tone is heard.
4. Dial the account code.
   Account code must be 4 digits.
5. Dial the phone number.
   You may dial 9 or 81 through 86 instead of pressing the CO button.

Receiving a Call
If you want to record a calling party's account code in the SMDR follow the below-mentioned procedure.
Within 30 seconds of finishing your conversation or while having a conversation,
The FWD/DND Indicator will flash.
1. Press the FWD/DND (or F3) button.
   "ENTER ACCNT CODE" will be displayed. The FWD/DND Indicator will light.
2. Dial the account code.
   Account code must be 4 digits.
   Dialing the account code must be done before hanging up.

Option Mode
Making or Receiving a Call
If you want to record a called or called party's account code in the SMDR, follow the below-mentioned procedure.
Within 30 seconds of finishing your conversation or while having a conversation,
1. Press the FWD/DND (or F3) button.
   "ENTER ACCNT CODE" will be displayed. The FWD/DND Indicator will light.
2. Dial the account code.
   Account code must be 4 digits.
   Dialing the account code must be done before hanging up.

Conditions
- Account code must be required 4 numerical digits except for the # and # buttons.
- If you enter the wrong account code, press the FWD/DND button and enter the correct code.

- If account codes are programmed with telephone numbers for one touch dialing or system speed dialing, you need not to dial an account code when making a call. Program as follows.
**Inter Office Calling (Intercom)**
- Lift the handset or press "SP-PHONE".
- Press the DSS button.
- Talk.
- Hang up or press "SP-PHONE".

**Programmable Feature Button**

**Programming**
- Be sure the handset is in the cradle and the SP-PHONE button is OFF.
- Set the MEMORY switch of a pair telephone (KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850) to "PROGRAM".

**Storage**

**One Touch Dialing**

- Be sure the handset is in the cradle and the SP-PHONE button is OFF.
- Set the MEMORY switch of a pair telephone (KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850) to "PROGRAM".

**To Correct an Error while Programming**
- After pressing the CLEAR button, reprogram the correct number.
- The TRANSFER button is used as the CLEAR button.

**To Change a Stored Number**
- Repeat "Storage" left side.

**To Erase after Programming**

**Example:**
- Paging All Extensions (Dial 34).

**Dialing**
- Lift the handset or press "SP-PHONE".
- Press the DSS button.
- Talk.
- Hang up or press "SP-PHONE".

**One Touch Access for System Features**

**Note:**
- You may dial 81 through 86 instead of 9.
- Each extension can automatically select an idle CO line.
- Each extension can select a CO line designated.
- 9 or 81 through 86 must be dialed for storage.
- The TRANSFER button is used as the CLEAR button.

**After programming all the numbers, return the MEMORY switch to "SET"**

---

4-27
Description

- **DSS (Direct Station Select) Button:** makes the dialing to the extensions very easy. You can reach the extension party by simply pushing the DSS Button.

- **Programmable Feature Button:** lets you access various features of KX-T61610 and speed dialing using the CO line in addition to the numbers programmed into the KX-T61610's memory.

Operation

**DSS (Direct Station Select) Button**

Inter office Calling (Intercom)

1. Lift the handset or press the SP-PHONE button of pair telephone.
2. Press the DSS button of Console.
3. Start talking.
4. Hang up or press the SP-PHONE button upon completion of the conversation.

**Programmable Feature Button**

Programming

- Be sure the handset is in the cradle and the SP-PHONE button is OFF.
- Set the MEMORY switch of a pair telephone (KX-T51630, KX-T51620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850) to "PROGRAM".

One Touch Dialing

1. Press a programmable feature button of Console.
2. Enter the line access number.
   - 9: automatic line access number
   - 81: line access number of CO1
   - 86: line access number of CO6
3. Enter the phone number.
4. Press the MEMORY button.
5. Repeat steps 1 to 4, to program on other programmable feature button.

- To Confirm a Stored Number

Repeat programming the same number into the same station.

When the MEMORY button is pressed, a beep will be heard.
- two beeps . . storage is correct
- one beep . . storage is incorrect
  Repeat the procedure of programming.

One Touch Access for System Features

Example:
   Paging All Extensions (Dial 34)

1. Press a programmable feature button of Console.
2. Dial (34).
3. Press the MEMORY button of pair telephone.

After programming all the numbers, return the MEMORY switch to "SET".

Dialing

1. Lift the handset or press the SP-PHONE button of pair telephone.
2. Press the programmable feature button of Console.

Conditions

Refer to "One Touch Dialing" page 4-4 and "One Touch Access for System Features" page 4-23.
Pulse/Tone Conversion

Description
When the dialing mode is required to change a pulse mode to a tone mode in one dialing sequence, this feature is used.
(e.g. computer-accessed long distance service)

Operation
1. Dial the phone number. (pulse mode)
2. Dial (X #).
3. Dial the phone number. (tone mode)

Conditions
- When you dial using this feature, you must use the line set to a pulse mode. Phone number after dialing "* #" will change to tone mode.

Example: Computer-accessed long distance service
- Local access telephone number of the alternate long distance service company 765-4321,
  Authorization no. 0123456,
  Long distance no. 543-210-9876
- Pulse mode is required by local access telephone number of the alternate long distance service company.
- Service of MCI, SPRINT, METRO or other systems is used.

Time Setting

(Extension 11 only)

Description
When the present time is out of order, you can adjust by following procedure.

Operation
1. Lift the handset or press the SP-PHONE button on extension 11.
2. Dial (77).
3. Enter the hour with 2 digits.
   (01 through 12)
4. Enter the minute with 2 digits.
   (00 through 59)
5. Dial (0) for AM or (1) for PM.
6. Press the # button.
7. Wait for the confirmation tone.

Conditions
- Instantly after pressing the # button, new time counting will start.
- Time setting is done through extension 11 only.
Auto CO Hunting

Setting

LIFT THE HANDSET OR PRESS "SP-PHONE"

DIAL "721#"

HANG UP OR PRESS "SP-PHONE"

To cancel

LIFT THE HANDSET OR PRESS "SP-PHONE"

PRESS "ICM"

DIAL "720#"

HANG UP OR PRESS "SP-PHONE"

Dialing through CO line

LIFT THE HANDSET OR PRESS "SP-PHONE"

WAIT FOR THE CO DIAL TONE

DIAL THE PHONE NUMBER

Description

Can access any CO line which is not in use directly by picking up the handset or the speakerphone on and tell an extension user which line is accessing by lighting the CO line indicator.

Operation

Setting

1. Lift the handset or press the SP-PHONE button.
2. Dial (721#).
   "AUTO CO HUNT ON" will be displayed.
3. Hang up or press the SP-PHONE button.

To cancel

1. Lift the handset or press the SP-PHONE button.
2. Press the ICM button.
3. Dial (720#).
   "AUTO CO HUNT OFF" will be displayed.
4. Hang up or press the SP-PHONE button.

Dialing through CO line

1. Lift the handset or press the SP-PHONE button. Dial tone from CO will be heard.
2. Dial the phone number.

- When you access an extension in the Auto CO Hunting, press the ICM button after lifting the handset or pressing the SP-PHONE button.

Conditions

Standard telephone is not available.
Flexible CO button

- Be sure the handset is in the cradle and the SP-PHONE button is off.
- Set the MEMORY switch of the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".

**Setting**

- Press "CO" which is changed into different CO number.
- Dial the CO number which is set newly (1 through 6).
- Press "MEMORY".

- After programming all CO buttons, return the MEMORY switch to "SET".

Description

Allows each CO button to change into CO number which is different from printed CO number.

Operation

- Be sure the handset is in the cradle and the SP-PHONE button is off.
- Set the MEMORY switch of the KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850 to "PROGRAM".

1. Press CO button which is changed into different CO number.
2. Dial the CO number which is set newly (1 through 6).
3. Press the MEMORY button.
   - After programming all CO buttons, return the MEMORY switch to "SET".

Flexible DSS button

- Be sure the handset is in the cradle and the SP-PHONE button is off.
- Set the MEMORY switch of the KX-T30830 to "PROGRAM".

**Setting**

- Press "DSS" which is changed into different extension number.
- Dial the extension number which is set newly (11 through 26).
- Press "MEMORY".

- After programming all DSS buttons, return the MEMORY switch to "SET".

Description

Allows each DSS button to change into extension number which is different from printed extension number.

Operation

- Be sure the handset is in the cradle and the SP-PHONE button is off.
- Set the MEMORY switch of the KX-T30830 to "PROGRAM".

1. Press DSS button which is changed into different.
2. Dial the extension number which is set newly (11 through 26).
3. Press the MEMORY button.
   - After programming all DSS buttons, return the MEMORY switch to "SET".
### Intercom Alerting Mode

#### Switching to tone alerting

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIFT THE HANDSET OR PRESS &quot;SP-PHONE&quot;</td>
<td>Lift the handset or press the SP-PHONE button.</td>
</tr>
<tr>
<td>DIAL THE EXTENSION NUMBER</td>
<td>Dial the extension number.</td>
</tr>
<tr>
<td>WAIT UNTIL THE CONFIRMATION TONE IS HEARD</td>
<td>Wait until the confirmation tone is heard.</td>
</tr>
<tr>
<td>PRESS &quot;*&quot;</td>
<td>Press the &quot;*&quot; button.</td>
</tr>
<tr>
<td>DING BACK TONE</td>
<td>The ring back tone will be heard. Tone Ringer on the called party’s extension will be ready to be activated.</td>
</tr>
</tbody>
</table>

#### Description

"Voice alerting" (through built-in speaker) that is established at the called party’s extension, can be switched to "Tone alerting" (ringing).

This feature is required to be set beforehand in the KX-T61610. For programming, see page 3-31.

#### Operation

1. Lift the handset or press the SP-PHONE button.
2. Dial the extension number.
3. Wait for a confirmation tone after inter office calling.
4. Press the "*" button. The ring back tone will be heard. Tone Ringer on the called party’s extension will be ready to be activated.

### Busy Lamp Field

#### Description

Lamp indicators corresponding to the status of the CO (Central Office) and the ICM (Intercom) buttons.

#### Explanation

- **ICM indicator light**

<table>
<thead>
<tr>
<th>Light Status</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>off</td>
<td>idle</td>
</tr>
<tr>
<td>on</td>
<td>• in use for intercom call  &lt;br&gt; • in use for CO line to which the CO line number is not assigned.</td>
</tr>
<tr>
<td>slow flashing</td>
<td>on hold</td>
</tr>
<tr>
<td>flashing in groups of 2</td>
<td>on exclusive hold</td>
</tr>
<tr>
<td>quick flashing</td>
<td>• receiving an incoming intercom call  &lt;br&gt; • receiving an incoming outside call to which the CO line number is not assigned.</td>
</tr>
</tbody>
</table>

- **CO indicator light**

<table>
<thead>
<tr>
<th>Light Status</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>off</td>
<td>idle</td>
</tr>
<tr>
<td>on (green color)</td>
<td>in use</td>
</tr>
<tr>
<td>slow flashing (green color)</td>
<td>on hold</td>
</tr>
<tr>
<td>flashing in groups of 2 (green color)</td>
<td>on exclusive hold</td>
</tr>
<tr>
<td>on (red color)</td>
<td>in use at another extension</td>
</tr>
<tr>
<td>slow flashing (red color)</td>
<td>on hold at another extension</td>
</tr>
<tr>
<td>quick flashing (red color)</td>
<td>receiving an incoming outside call</td>
</tr>
</tbody>
</table>
**Power Failure Transfer**

**Description**
In the event of a power failure each CO will be connected to assigned extension.
- CO 1 is assigned to extension 11.
- CO 2 is assigned to extension 12.
- CO 3 is assigned to extension 13.
- CO 4 is assigned to extension 14.
- CO 5 is assigned to extension 15.
- CO 6 is assigned to extension 16.

**Operation**
- If extension 11 through 16 is connected with a KX-T61630 or KX-T30830, the Power failure switch on the KX-T61630 or KX-T30830 must be set to the “ON” position.
- If dialing cannot be done, set the Dialing mode switch to other position (TONE or PULSE).

**Conditions**
- During power outage, all features are lost except for incoming and outgoing CO calls from extensions 11 through 16.
- If extension 11 through 16 is connected with a KX-T61620, KX-T61650, KX-T30820 or KX-T30850, disconnect the KX-T61620, KX-T61650, KX-T30820 or KX-T30850 and connect a KX-T61630, KX-T30830 or a standard telephone.
- There is no memory loss except for the camp-on, saved number redial and the last number redial during power failure, memory is protected by 21 day rechargeable battery. Rechargeable battery is good for 5 years.
- The Backup Adaptor (KX-A16) is available as a Back up power supply to the KX-T61610 to operate all the features in the event of power failure. Refer to page 2-15.

**Specification of the KX-A16**
- 3 “Sealed lead-acid Batteries” (12 V, 6.5 AH)
- Backup duration is greater than 4 hours in average usage.
( one outside call and one intercom call simultaneously in continuous operation. )

**Duration Time of Call Display**

**Description**
The elapsed time (from dialing to replacing the handset) on originating an outside call will be displayed.

**Operation**
None

**Conditions**
- When intercom calls, the duration time of conversation is not displayed.
- “DURATION” will be displayed.
- Refer to “Duration Time Count Start Mode” on page 3-35.

**Lockout**

**Description**
If a handset remains off hook or is disconnected at the other end, a reorder tone will be heard. When “Calling Party Control (CPC) Signal” mode is set to “DISABLE”, the reorder tone will not be heard. (see page 3-51.)

**Operation**
None

**Conditions**
- The party whose handset remains off-hook will hear a reorder tone to indicate that the call is disconnected.

**Mixed Station Dialing**

**Description**
Any telephone instrument, whether (KX-T61050, KX-T61020, KX-T61650, KX-T30820, KX-T30830, KX-T30850 for exclusive use), standard rotary phone (10 pps, 20 pps), or standard touch tone phone, may be used as an extension of the KX T61610.

**Operation**
None
Description
Allows you to prohibit any other extension user from answering calls directed to you.

Conditions
While your extension is in the "Dial Call Pickup Deny" mode, you can place or receive outside or intercom calls.

Operation
1. Lift the handset or press the SP-PHONE button.
2. Dial (731#).
   Wait for a confirmation tone. "C.PICKUP DENY" will be displayed.
3. Hang up or press the SP-PHONE button.

To cancel,
1. Lift the handset or press the SP-PHONE button.
2. Dial (730#).
   Wait for a confirmation tone. "C.PICKUP ALLOW" will be displayed.
3. Hang up or press the SP-PHONE button.
Setting:

1. Lift the handset or press "SP-PHONE".
2. Press "FWD/DND" (or F3) button.
3. Dial the extension number to which calls are to be forwarded (11 through 26).
4. Replace the handset back on the cradle or press the SP-PHONE button.

To cancel:

1. Lift the handset or press "SP-PHONE".
2. Press "FWD/DND" (or F3) button.
3. Dial (0). The indicator light of FWD/DND button will be off. Confirmation tone will be heard. "FWD/DND CANCEL" will be displayed.
4. Replace the handset back on the cradle or press the SP-PHONE button.

Description

Outside or intercom calls to your extension can be forwarded to another extension automatically, during your absence. The programmable feature (F3 only) button of the KX-T61650 or KX-T30850 can also be used for "Call Forwarding" if programming is done beforehand in the KX-T61610. For programming, see page 3-54.

Operation

To enable

1. Lift the handset or press the SP-PHONE button.
2. Press the FWD/DND (or F3) button.
3. Dial the number of the extension to which the calls are to be forwarded (11 through 26). The indicator light of the FWD/DND button will flash slowly. A confirmation tone will be heard. "FORWARDING EXT" will be displayed.
4. Replace the handset back on the cradle or press the SP-PHONE button.

To cancel

1. Lift the handset or press the SP-PHONE button.
2. Press the FWD/DND (or F3) button.

Conditions

- Do Not Disturb is cancelled when call forwarding is established.
- If a call is directed to the forwarding extension, the forwarded extension will ring but the originating extension will not ring.
- Recall for camp-on and Hold recall are not forwarded.
- The tone (busy tone or do not disturb tone etc.) the caller receives depends on the condition of the forwarded extension.

  ![](image1.png)

  do not disturb tone

  ![](image2.png)

  1 sec

- When an intercom call to the forwarding extension is originated from the forwarded extension, the forwarded extension user will hear a reorder tone.

  ![](image3.png)

  reorder tone: (two beeps a second)

  ![](image4.png)

  1 sec

- An extension can not accommodate more than one forwarded extension.

  At each time of newly setting "Call Forwarding", a destination (forwarded extension code) will be renewed.

  Old entry will be cancelled.

- If extension A is forwarding all calls to extension B and B is forwarding all calls to C, if any extension calls A, they will be connected to C. (If you attempt to forward a call to a forwarding extension, a reorder tone will be heard instead of a confirmation tone to prevent an endless loop.)

  ![](image5.png)

  1st forwarded extension

  2nd forwarded extension

  last forwarded extension

  A

  B

  C

  D

  E

  Reorder tone will be produced to prevent an endless loop.
Do not Disturb

**Setting**

- Lift the handset or press "SP-PHONE"
- Press "FWD/DND" "F3"
- Dial "10"
- Hang up or press "SP-PHONE"

**To cancel**

- Lift the handset or press "SP-PHONE"
- Press "FWD/DND" "F3"
- Dial "0"
- Hang up or press "SP-PHONE"

**Description**

Each extension can be individually programmed from receiving outside or intercom calls.

The programmable feature (F3 only) button of the KX-T61650 or KX-T30850 can also be used for "Do Not Disturb" if programming is done beforehand in the KX-T61610.

For programming, see page 3-54.

**Conditions**

- When "Do not Disturb" is entered, "Call Forwarding" will be cancelled, if entered.
- "Do not Disturb" does not prevent the extension from recalling for on-hold and camp-on.

**Operation**

1. Lift the handset or press the SP-PHONE button.

2. Press the FWD/DND (or F3) button.

3. For setting, dial (10).
   - The indicator of FWD/DND button will be lit.
   - "DO NOT DISTURB" will be displayed.
   - Wait for a confirmation tone.

For cancellation, dial (0).
   - The indicator of the FWD/DND button will go out.
   - "FWD/DND CANCEL" will be displayed.

4. Hang up or press the SP-PHONE button.
**Data Line Security**

**Setting**

LIFT THE HANDSET OR PRESS "SP-PHONE"

DIAL "741 #"

HANG UP OR PRESS "SP-PHONE"

To Cancel

LIFT THE HANDSET OR PRESS "SP-PHONE"

DIAL "740 #"

HANG UP OR PRESS "SP-PHONE"

**Description**

This feature provides security when transmitting data through an extension of KX-T61610.

**Operation**

1. Lift the handset or press the SP-PHONE button.
2. For setting, dial (741#) and wait for a confirmation tone. "DATA MODE ON" will be displayed. For cancellation, dial (740#) and wait for a confirmation tone. "DATA MODE OFF" will be displayed.
3. Hang up or press the SP-PHONE button.

**Conditions**

- The parallel connection of the KX-T61630/ KX-T61620/KX-T61650/KX-T30830/ KX-T30820/KX-T30850 and a data terminal equipment is impossible.

**Saved Number Redial**

**Programming**

When the called line is busy or while you are speaking on the CO line:

1. Press the AUTO button.
2. Press the SNR button.
   - The phone number can not be stored even if you press the AUTO and SNR buttons after you hang up.

**Dialing**

1. Lift the handset or press the SP-PHONE button.
2. Press the SNR button.

- You may press the CO button to select the CO line directly after lifting the handset or press the SP-PHONE button.

**Conditions**

- Up to 32 digits can be stored and redialed.
- The KX-T61650 or KX-T30850 will not function for Saved Number Redial.
Flexible Night Service

(Extension 11 only)

To enable night service: (To disable day service)

1. Lift the handset or press "SP-PHONE"
2. Dial "782#"
3. Hang up or press "SP-PHONE"

To disable night service: (To enable day service)

1. Lift the handset or press "SP-PHONE"
2. Dial "781#"
3. Hang up or press "SP-PHONE"

Description

Normal system operation is set for day time. Night service allows for the outward dialing and incoming ringing assignments to be rearranged via programming. Night service is enabled or disabled through extension 11 using this feature, at any time. Without activating this feature, the day/night services are automatically switched at predetermined time (9:00 AM and 5:00 PM for default time) by the internal clock if the Switching Mode (Day/Night Service) is selected to the "AUTO" mode in the KX-T61610. Refer to “Switching Mode (Day/Night Service)” page 3-12 and “Starting time (Day/Night Service)” page 3-13.

Operation

1. Lift the handset or press the SP-PHONE button of extension 11.
2. Dial (782#) and wait for a confirmation tone.
   "NIGHT MODE" will be displayed.
3. To return to day service, dial (781#) and wait for a confirmation tone.
   "DAY MODE" will be displayed.
4. Hang up or press the SP-PHONE button.

When the unit is not in use, the present mode selected will be shown by pressing the # button.
**Station Program Clear**

![Diagram](image)

**Description**

Dialing (79 #) will clear the following station programs on an extension.

- Background Music
- Call Forwarding
- Data Line Security
- Dial Call Pickup Deny
- Do not Disturb
- Auto CO Hunting

**Operation**

1. Lift the handset or press the SP-PHONE button.

2. Dial (79 #) and wait for a confirmation tone. "EXT DATA CLEAR" will be displayed.

3. Hang up or press the SP-PHONE button.

**Conditions**

- If Auto CO Hunting mode is set, you must push the ICM button and then dial 79 #.
OPERATION FOR A STANDARD TELEPHONE
(rotary and touch tone phones)

To Make Calls

Inter Office Calling (intercom) (see page 4-1)

Description
Station to station dialing within the KX-T61610 system.

Operation
- Lift the handset
- Dial extension number (11 through 26)

Speed Dialing (see page 4-3)

Description
There are 100 memory locations of system speed dialing available.

Operation
- Lift the handset
- Dial "#" or access code (00 through 99)
  - There is no need to access a CO line.
  - A rotary phone will not function for speed dialing.
  - Continuous use of speed dialing is impossible.

Outward Dialing (see page 4-2)

Automatic Line Access

Description
Each extension can automatically select an idle CO (Central Office) line within the KX-T61610.

Operation
- Lift the handset
- Dial "9"
- Wait for CO dial tone
- Dial telephone number

Individual Line Access

Description
Any of the 6 CO lines may be selected by dialing the access code(s).

Operation
- Lift the handset
- Dial "8"
- Dial CO number (1 through 6)
- Wait for CO dial tone
- Dial telephone number

Calling Doorphone (see page 4-6)

Description
Up to two doorphones (KX-T30865) can be connected to the KX-T61610.

Operation
Doorphone 1
- Lift the handset
- Dial "31"

Doorphone 2
- Lift the handset
- Dial "32"
When a Line is Busy

**Automatic Call Back Busy (Camp-on)**
(see page 4-7)

**Description**
If the intercom extension or outside line you have dialed is busy, you will be automatically called back when the extension or the outside line becomes free using this function. This feature is also known as camp-on.

**Operation**
*For Outside Calls*

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TUV</td>
<td>DIAL &quot;8&quot;</td>
</tr>
<tr>
<td>DIAL &quot;8&quot;</td>
<td>DIAL CO NUMBER (1 through 6)</td>
</tr>
<tr>
<td></td>
<td>YOU WILL HEAR A BUSY TONE</td>
</tr>
<tr>
<td></td>
<td>DIAL &quot;6&quot;</td>
</tr>
<tr>
<td></td>
<td>DIAL &quot;8&quot;</td>
</tr>
<tr>
<td></td>
<td>CONFIRMATION TONE</td>
</tr>
<tr>
<td></td>
<td>HANG UP</td>
</tr>
</tbody>
</table>

*For Intercom Calls*

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DIAL EXTENSION NUMBER (11 through 26)</td>
</tr>
<tr>
<td></td>
<td>YOU WILL HEAR A BUSY TONE</td>
</tr>
<tr>
<td></td>
<td>DIAL &quot;6&quot;</td>
</tr>
<tr>
<td></td>
<td>CONFIRMATION TONE</td>
</tr>
<tr>
<td></td>
<td>HANG UP</td>
</tr>
</tbody>
</table>

**Busy Station Signaling (see page 4-8)**

**Description**
If the extension you have dialed is busy, you can inform that extension that another intercom call is waiting by three beeps. For use of this feature, the other extension is required to be set for this feature beforehand in the KX-T61610.

**Operation**

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DIAL EXTENSION NUMBER (11 through 26)</td>
</tr>
<tr>
<td></td>
<td>YOU WILL HEAR A BUSY TONE</td>
</tr>
<tr>
<td></td>
<td>DIAL &quot;1&quot;</td>
</tr>
</tbody>
</table>

*To answer your signal, see "Call Waiting" on page 5-4.*

**Last Number Redial (see page 4-9)**

**Description**
The last phone number dialed on an outgoing call (CO line) can be redialed.

**Operation**

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>LIFT THE HANDSET</td>
</tr>
<tr>
<td></td>
<td>PRESS &quot;#&quot;</td>
</tr>
</tbody>
</table>

*You may dial "80" instead of pressing the "#" button.*
### To Receive Calls

#### Answer (see page 4-9)

**Operation**

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>GHI 4 OPER 0</th>
</tr>
</thead>
</table>

**Description**

An extension user can answer any ringing extension within their own pickup group.

**Operation**

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>LIFT THE HANDSET</th>
</tr>
</thead>
</table>

#### Dial Call Pickup (see page 4-10)

**Description**

An extension user can answer any ringing extension within their own pickup group.

**Operation**

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>LIFT THE HANDSET</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>GHI 4 OPER 0</th>
</tr>
</thead>
</table>

#### Directed Call Pickup (see page 4-10)

**Description**

An extension may answer an incoming call that is ringing at another extension regardless of their pickup group.

**Operation**

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>LIFT THE HANDSET</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>GHI 4</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>DIAL THE RINGING EXTENSION NUMBER (11 through 25)</th>
</tr>
</thead>
</table>

#### Call Park Retrieve (see page 4-11)

**Description**

Allows extension user to retrieve a call (intercom or outside) on hold at any extension.

**Operation**

**To Park a Call**

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>2 beeps</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>REPLY</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>5</th>
</tr>
</thead>
</table>

**To Retrieve a Parked Call at Any Other Extension**

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>JKL 5</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>TUV 8</th>
</tr>
</thead>
</table>

**Even when several outside calls are placed on hold simultaneously, you can retrieve the desired outside call from another extension as following.**

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>LIFT THE HANDSET</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>DIAL 56</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>DIAL PARKED CO NUMBER (1 through 6)</th>
</tr>
</thead>
</table>

#### Doorphone (see page 4-12)

**Operation**

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>LIFT THE HANDSET</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>GHI 4</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>![Telephone Icon]</th>
<th>DIAL THE RINGING EXTENSION NUMBER (11 through 25)</th>
</tr>
</thead>
</table>

5-3
While Having a Conversation

Call on Hold (see page 4-13)

Description
If you wish to leave your phone unattended but want the caller you are in conversation with to wait, call hold may be used. Intercom and outside calls may be placed on hold.

Operation

To Place a Call on Hold

- Do not depress hookswitch for more than one second, or the party will be disconnected.

To Cancel

Call Waiting (see page 4-16)

Description
Calls waiting tone during a conversation indicates there is a new incoming CO line call or Intercom call. This feature is required to be set beforehand in the KX-T61610. For programming, see page 3-28.

Operation

Conference (see page 4-15)

Description
Allows for up to a three party conference, (2-outside/1-inside) (1-outside/2-inside) or (3-inside).

Operation

- To Hold one Caller and Talk to the Other Caller

Call Splitting (see page 4-18)

Description
Allows station user to alternate between two parties, either intercom or outside.
**While Having a Conversation (cont.)**

### Call Transfer (see page 4-17)

**Description**
Outside or intercom calls may be transferred to any extension manually.

**Operation**

#### To Transfer After Other Extension Answers

<table>
<thead>
<tr>
<th>Flash Hookswitch</th>
<th>Dial Extension Number</th>
<th>Announce and Wait for an Answer</th>
<th>Hang Up</th>
</tr>
</thead>
</table>

#### To Transfer without Announcing the Other Extension

<table>
<thead>
<tr>
<th>Flash Hookswitch</th>
<th>Dial Extension Number</th>
<th>Hang Up</th>
</tr>
</thead>
</table>

#### To Retrieve the Call

If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you. In this case:

- The time that the call returns to you when the transferred call is not received can be changed 30 seconds into 2 minutes.
  
  **For changing, see page 3-53.**

#### To change the party to whom a call is transferred before hanging up

<table>
<thead>
<tr>
<th>Flash Hookswitch</th>
<th>Flash Hookswitch</th>
<th>Dial Extension Number</th>
</tr>
</thead>
</table>

---

**Paging**

### Paging All Extensions (see page 4-19)

**Description**
Allows paging to all extensions.

**Operation**

#### To Access

- Lift the handset
- Dial "34"
- Confirmation tone

**Page**

- Wait for an answer and talk

- Page will be heard only from the built-in speaker of KX-T61630, KX-T61620, KX-T61650, KX-T50830, KX-T30820 or KX-T30850. It will not be heard from the built-in speaker of standard telephone.
**Paging (cont.)**

**Paging Group (see page 4-20)**

**Description**
Allows paging to one of four groups.

**Operation**

To Access

For Pickup Group 1
- LIFT THE HANDSET
- DIAL "35"
- CONFORMATION TONE

- For Pickup Group 2:
  - At step 2 above, dial 36 instead of 35.
- For Pickup Group 3:
  - At step 2 above, dial 37 instead of 35.
- For Pickup Group 4:
  - At step 2 above, dial 38 instead of 35.

- Page will be heard only from the built-in speaker of KX-T61630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850. It will not be heard from the built-in speaker of standard telephone.

**Paging-And-Transfer (see page 4-21)**

**Operation**

To Transfer a Call to the Paged Person

- FLASH
- HOOKSWITCH TO PLACE A CALL ON HOLD
- DIAL "34"
- CONFIRMATION TONE

- • You may dial 35, 36, 37, 38 or 33 instead of 34.

**Paging-Answer (see page 4-20)**

**Description**
A page from the built-in speaker or external paging equipment can be answered from any extension.

**Operation**

- LIFT THE HANDSET
- DIAL "43"
- CONFIRMATION TONE
- TALK

- • Page will be heard from external paging equipment.
External Feature Access (see page 4-24)

Description
Allows extension user to access features of the central office or host PBX. (example: call waiting feature can be supplied by central office.)
- The external feature (call waiting) can only be accessed when engaged on an outside call.
- The following example shows you one of the procedures.

Operation

Call Waiting—Outside Line

<table>
<thead>
<tr>
<th>Flash Hookswitch</th>
<th>Dial &quot;0&quot;</th>
<th>Consult with the new caller while the original call is on hold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flash Hookswitch</td>
<td>Dial &quot;0&quot;</td>
<td>Consult with the original caller while the 2nd call is on hold</td>
</tr>
</tbody>
</table>

- Flashing the hookswitch and dialing 0 means flash operation.
- If KX-T61610 is connected to host PBX and flash operation is required, follow the procedure of flash operation which is required for the host PBX.

Intercom Alerting Mode (see page 4-32)

Description
"Voice alerting" (through built-in speaker) that is established at the called party's extension, can be switched to "Tone alerting" (ringing).
- This feature required to be set beforehand in the KX-T61610. For programming, see page 3-31.
- A rotary phone will not function.

Operation

Switching to Tone Alerting

<table>
<thead>
<tr>
<th>0</th>
<th>*</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Beep</td>
<td>Press &quot;*&quot;</td>
<td>Ring back tone</td>
</tr>
</tbody>
</table>
• You should press "*" button within 10 seconds after the dialing.
Use of Other Features (cont.)

Pulse/Tone Conversion (see page 4-29)

Description
When the dialing mode is required to change from the pulse mode to the tone mode in one dialing sequence, this feature is used. (e.g. computer-accessed long distance service)

Operation

- When you dial using this feature, you must use the line selected in a pulse mode.
- Phone number after dial "* #" will change to tone mode.
- A rotary phone is not available for the Pulse/Tone Conversion.
- You should press "*" and "#" buttons within 5 seconds after the number of the long distance service company.

Example: Computer-accessed long distance service
- Local access telephone number of the alternate long distance service company 765-4321, Authorization no.0123456, Long distance no. 543-210-9876
- Pulse mode is required by local access telephone number of the alternate long distance Service company.
- Service of MCI, Sprint, METRO or other systems is used.
Description
This feature gives each message of the SMDR an account code of the called or calling party. (Station Message Detail Recording (SMDR)) is a cost-saving feature that records all incoming and outgoing calls through the CO line.
This feature has two modes "Forced" and "Option". In the "Forced" mode, the account code must be entered every time the extension user dials. In the "Option" mode, the account code may be entered when a record of the account code is needed. When setting to the "Forced" mode, see page 3-34.

Operation

Forced Mode

- Making a Call
  - Lift the handset
  - Dial "9"
  - Dial "*"
  - Again (Intermittent tone is heard)
  - Dial the account code

- Receiving a Call
  - If you want to record a calling party's account code in a SMDR, follow the below-mentioned procedure.
  - Within 30 seconds after calling party hangs up,
  - Flash hookswitch
  - Dial "*"
  - Again
  - Dial the account code

Option Mode

- Making or Receiving a Call
  - If you want to record a calling or called party's account code in a SMDR, follow the below-mentioned procedure.
  - Within 30 seconds after calling or called party hangs up,
  - Flash hookswitch
  - Dial "*"
  - Again
  - Dial the account code

- Dialing the account code must be done before hanging up.
  - You may dial 49 instead of pressing the button.
  - You may dial 81 through 86 instead of dialing 9.
  - Account code must be 4 numerical digits except for the " and " buttons.
  - If you enter a wrong account code, press the button and enter a correct code.
Station Programming

- You may dial "0" instead of pressing the "#" button.

**Call Forwarding** (see page 4-35)

**Description**

All outside or intercom calls to your extension can be forwarded to another extension automatically during your absence.

**Operation**

**Setting**

- Lift the handset
- Dial "71"
- Dial the extension number
- Dial "#"
- Hang up

**To Cancel**

- Lift the handset
- Dial "70#"
- Hang up

**Do not Disturb** (see page 4-37)

**Description**

Each extension can be individually programmed from receiving outside or intercom calls.

**Operation**

**Setting**

- Lift the handset
- Dial "7110#"
- Hang up

**To Cancel**

- Lift the handset
- Dial "70#"
- Hang up

**Dial Call Pickup Deny** (see page 4-34)

**Description**

Allows you to prohibit any other extension user from answering calls directed to you.

**Operation**

**Setting**

- Lift the handset
- Dial "731#"
- Hang up

**To Cancel**

- Lift the handset
- Dial "70#"
- Hang up
**Data Line Security** (see page 4-38)

**Description**

This feature provides security when transmitting data through an extension of the KX-T61610. Call waiting or hold time reminder tone from KX-T61610 are prohibited in this mode.

**Operation**

**Setting**

![Diagram of a phone with buttons labeled PRS 7 4 1 #](image)

**LIFT THE HANDSET | DIAL "741#"**

**To cancel**

![Diagram of a phone with buttons labeled PRS 7 4 0 #](image)

**LIFT THE HANDSET | DIAL "740#"**

- This mode cannot prevent external call waiting tone from coming into KX-T61610 system. We recommend that this mode is established on a line which has no special telephone company services.

**Station Program Clear** (see page 4-40)

**Description**

Dialing (79 #) will clear the following station programs on an extension:

- Call Forwarding
- Data Line Security
- Dial Call Pickup Deny
- Do not Disturb
- Pickup Dial (enable mode)

**Operation**

![Diagram of a phone with buttons labeled PRS 7 WXY 9 #](image)

**LIFT THE HANDSET | DIAL "79#" | HANG UP**
**Pickup Dial**

**Description**

Picking up the handset automatically dials a programmed phone number.

**Operation**

**To Program**

1. Lift the handset.
2. Dial "762".
3. Dial extension number and then the number.
4. You may dial CO number (9 or 81 through 86) instead of extension number.

**To Enable or Disable**

**To enable pickup dial**

1. Lift the handset.
2. Dial "761#".

**To disable pickup dial**

1. Lift the handset.
2. Dial "760#".

**To Dial**

If the "Pickup Dial" feature does not work, hang up for over 1 second, and lift the handset again.

- A rotary phone is not available for Pickup Dial.
- Dialing (speed dialing and manual dialing) is possible within 3 seconds.
- When you program an outside dialing, enter line access number, [*] [*], account code, and then the desired number.
- The pickup dial will not be activated by picking up handset during a hold or when receiving a call.
- You can not dial "0" instead of pressing the "#" button.
# Troubleshooting

## During Installation

<table>
<thead>
<tr>
<th>Problem</th>
<th>Probable Cause</th>
<th>Possible Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extension does not operate.</td>
<td>Bad connection between the system and extension</td>
<td>Take that extension and plug it into the same extension port using a short telephone cord. If telephone does not work, connection between the system and the extension must be repaired.</td>
</tr>
<tr>
<td>Improper reset operation</td>
<td>The system program switch of the KX-T61610 is set to PROGRAM.</td>
<td>Set to SET except when programming.</td>
</tr>
<tr>
<td></td>
<td>A telephone with an A-AI relay is connected.</td>
<td>Use a 2 wires cord. Set the A-AI relay switch of the telephone to OUT or OFF. Take that extension and plug it into another extension port that is working. If the telephone does not work, replace the phone.</td>
</tr>
<tr>
<td></td>
<td>Bad extension</td>
<td></td>
</tr>
<tr>
<td>Call is disconnected during connection operation.</td>
<td>Instantaneous drop of DC voltage from Central Office (or host PBX) when in operation (connection between C.O. and system.)</td>
<td>Program for a no CPC signal (CPC means Calling Party Control). Set the calling party control signal to &quot;DISABLE&quot;. Refer to page 3-51.</td>
</tr>
<tr>
<td>Noise in external paging</td>
<td>Induced noise on the wire between the System and the Amplifier.</td>
<td>Use a shielded cable as the connection wire between the System and Amplifier. A short shielded cable is recommended.</td>
</tr>
<tr>
<td>Volume distortion from external music source</td>
<td>Excessive input level from external music source</td>
<td>Decrease the Output level of the external music source by using the Volume Control on the music source.</td>
</tr>
<tr>
<td>Speed dialing or One Touch Dialing does not function.</td>
<td>Bad programming</td>
<td>Enter the line access code (9 or 81 through 86) into programming.</td>
</tr>
<tr>
<td></td>
<td>The host PBX may have caused the line to hang up when the KX-T61610 was connected to it.</td>
<td>Use the handset instead of the speakerphone.</td>
</tr>
</tbody>
</table>
# During Connection

## 1. Connection between the Central Office and the KX-T61610

<table>
<thead>
<tr>
<th>PROBLEM</th>
<th>CAUSE</th>
<th>SOLUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannot make or receive calls on the CO lines.</td>
<td>CO lines are connected to the H/L.</td>
<td>Reconnect the CO lines to the T/R of the telephone jack using 2-conductor wiring.</td>
</tr>
</tbody>
</table>

![Diagram](image)

## 2. Connection between the KX-T61610 and the extensions (KX-T61630, KX-T61620, KX-T30820 and KX-T30830)

<table>
<thead>
<tr>
<th>PROBLEM</th>
<th>CAUSE</th>
<th>SOLUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannot make calls when the SP-Phone button on the KX-T61620 (and KX-T61630, KX-T30820, KX-T30830) is pressed. The SP-Phone indicator does not light.</td>
<td>The T/R is connected to the H/L.</td>
<td>Use the correct cord (inner 2 wires are for T/R and the outer 2 wires are for H/L).</td>
</tr>
</tbody>
</table>

![Diagram](image)

## 3. Connection between the KX-T61610 and a standard telephone (with no polarity)

<table>
<thead>
<tr>
<th>PROBLEM</th>
<th>CAUSE</th>
<th>SOLUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>When the handset is lifted, nothing is heard.</td>
<td>The T/R is connected to the H/L.</td>
<td>Use the correct cord (inner 2 wires are for T/R). If a telephone equipped with an A-A1 relay is connected to the KX-T61610, set the A-A1 relay switch of the telephone to OFF.</td>
</tr>
</tbody>
</table>

![Diagram](image)

## 4. Connection between the KX-T61610 and a standard telephone that is polarity sensitive

<table>
<thead>
<tr>
<th>PROBLEM</th>
<th>CAUSE</th>
<th>SOLUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dial tone cannot be heard when the handset is lifted.</td>
<td>The &quot;T&quot; is connected to the &quot;R&quot;.</td>
<td>Reverse the connections of the T/R.</td>
</tr>
</tbody>
</table>

![Diagram](image)
During Operation

<table>
<thead>
<tr>
<th>PROBLEM</th>
<th>PROBABLE CAUSE</th>
<th>POSSIBLE SOLUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extension does not operate.</td>
<td>The Power failure switch of the KX-T61630 or KX-T30830 is set to ON.</td>
<td>Set the Power failure switch to OFF.</td>
</tr>
<tr>
<td>When using the speakerphone mode, nothing is heard.</td>
<td>The HANDSET/HEADSET selector of the KX-T61630 or KX-T30830 is set to the &quot;HEADSET&quot; position.</td>
<td>When the headset is not used, set the HANDSET/HEADSET selector to the &quot;HANDSET&quot; position.</td>
</tr>
<tr>
<td>The unit does not ring.</td>
<td>Ringer Volume Selector is set to &quot;OFF&quot;</td>
<td>Set to &quot;HIGH&quot; or &quot;LOW&quot;.</td>
</tr>
<tr>
<td>During a power interruption, extensions 11 through 26 do not operate.</td>
<td>• The Power failure switch of the KX-T61630 or KX-T30830 is set to OFF.</td>
<td>• Set the Power failure switch to ON.</td>
</tr>
<tr>
<td></td>
<td>• The dialing mode (tone or pulse) is improper.</td>
<td>• Set the Tone/Pulse switch to the other position.</td>
</tr>
<tr>
<td></td>
<td>• KX-T61620, KX-T61650, KX-T30820 or KX-T30850 is connected.</td>
<td>• Disconnect KX-T61620, KX-T61650, KX-T30820 or KX-T30850 and connect the KX-T61630, KX-T30830 or a standard telephone.</td>
</tr>
</tbody>
</table>

Reset Button

If the system is not operating properly, use the Reset Button.

- Before using the Reset Button, try the system feature again which does not work several times to confirm there definitely is a problem.
- Pressing the Reset button will cause the followings.
  1. Camp-on to be cleared.
  2. Last number redial to be cleared.
  3. Saved number redial to be cleared.
  4. Calls on hold are terminated.
  5. Calls on exclusive hold are terminated.
  6. Calls in progress are terminated.
- Data that is stored in memory other than above mentioned will not be cleared by use of the Reset Button.

Note

If the system does not operate properly, push the Reset Button.
If there still is no difference, switch the power off and on again after 5 minutes. If the system still does not work, switch the power off.
The following extensions will be directly connected to each of the central office lines (C.O.).

- Extension 11...C.O.1
- Extension 12...C.O.2
- Extension 13...C.O.3
- Extension 14...C.O.4
- Extension 15...C.O.5
- Extension 16...C.O.6

If the KX-A16 is connected to the system, switch off the power of the KX-A16.
Description

DTMF (Dual Tone Multi Frequency) Receiver enables tone telephones to dial within the system.
To check the DTMF Receivers, activate the DTMF Receivers one at a time and confirm if the receiver can receive tone signals.

Operation at Extension 11
To Remove DTMF Receiver 2:

1. Set the System Program Switch to the PROGRAM position.

2. Dial (38) to enter the DTMF mode.
   “DTMF RECVER SEL” will be displayed.

3. Press the NEXT button, twice.
   “DTMF 1: ENABLE” and then “DTMF 2: ENABLE” will be displayed.

4. Press the SELECT button to change to DISABLE.
   “DTMF 2: DISABLE” will be displayed.

5. Press the MEMORY button.

6. Press the END button to return to the initial program mode.

7. Set the System Program Switch to the SET position.

Confirmation of DTMF Receiver 1:

1. Set the DIALING MODE (located on the rear of KX-T61630) switch to the TONE position.

2. Set the POWER FAILURE (located on the rear of KX-T61630) switch to the ON position.

3. Dial the extension number (e.g., 12).

4. If DTMF Receiver is bad, do the following procedure for removing the DTMF Receiver after the next step on this section.

5. Set the POWER FAILURE Switch to the OFF position.

To check DTMF Receiver 2, remove DTMF Receiver 1 and confirm that DTMF Receiver 2 is good by the procedures of “To Remove DTMF Receiver 1” and “Confirmation of DTMF Receiver 2”.

Conditions

- “DISABLE” can not be established on both DTMF Receivers 1 and 2, at the same time.
# Table of System Features

The following system features can be programmed into memory.

<table>
<thead>
<tr>
<th>Dial Plan Code</th>
<th>System Features</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Extension no.</strong> (11 through 26)</td>
<td><strong>Individual Inter Office Calling</strong></td>
</tr>
<tr>
<td><strong>9</strong> 3 1 or <strong>9</strong> 3 2</td>
<td><strong>Calling Doorphone 1 or Doorphone 2</strong></td>
</tr>
<tr>
<td><strong>9</strong> 3</td>
<td><strong>Paging—External</strong></td>
</tr>
<tr>
<td><strong>9</strong> 3 <strong>1</strong></td>
<td><strong>Paging All Extensions</strong></td>
</tr>
<tr>
<td><strong>9</strong> 3 5, <strong>9</strong> 3 6, <strong>9</strong> 3 7, <strong>9</strong> 3 8</td>
<td><strong>Paging Group 1, 2, 3 or 4</strong></td>
</tr>
<tr>
<td><strong>9</strong> 4 0</td>
<td><strong>Dial Call Pickup</strong></td>
</tr>
<tr>
<td><strong>9</strong> 1</td>
<td><strong>Directed Call Pickup</strong></td>
</tr>
<tr>
<td><strong>5</strong></td>
<td><strong>Paging Answer</strong></td>
</tr>
<tr>
<td><strong>5</strong></td>
<td><strong>Call Park Retrieve</strong></td>
</tr>
<tr>
<td><strong>5</strong> 8 or <strong>5</strong> 9</td>
<td><strong>Camp-on</strong></td>
</tr>
<tr>
<td><strong>7</strong> 1 1 Extension no. (11 through 26), <strong>1</strong></td>
<td><strong>Cancelling Call Forwarding or Do Not Disturb</strong></td>
</tr>
<tr>
<td><strong>7</strong> 1 1</td>
<td><strong>Call Forwarding</strong></td>
</tr>
<tr>
<td><strong>7</strong> 1 1 9 0</td>
<td><strong>Do Not Disturb</strong></td>
</tr>
<tr>
<td><strong>7</strong> 2 1</td>
<td><strong>Auto CO Hunting</strong></td>
</tr>
<tr>
<td><strong>7</strong> 2 1 0</td>
<td><strong>Cancelling Auto CO Hunting</strong></td>
</tr>
<tr>
<td><strong>9</strong></td>
<td><strong>Cancelling Dial Call Pickup Deny</strong></td>
</tr>
<tr>
<td><strong>9</strong> 1 1</td>
<td><strong>Dial Call Pickup Deny</strong></td>
</tr>
<tr>
<td><strong>9</strong></td>
<td><strong>Cancelling Background Music</strong></td>
</tr>
<tr>
<td><strong>9</strong> 5 1</td>
<td><strong>Background Music</strong></td>
</tr>
<tr>
<td><strong>9</strong> 5 1</td>
<td><strong>Flexible Night Service—Day Mode</strong></td>
</tr>
<tr>
<td><strong>9</strong> 5 1</td>
<td><strong>Flexible Night Service—Night Mode</strong></td>
</tr>
</tbody>
</table>

6-5
**LIST OF TONES**

<table>
<thead>
<tr>
<th>Tone Description</th>
<th>Waveform</th>
</tr>
</thead>
<tbody>
<tr>
<td>Confirmation tone 1</td>
<td></td>
</tr>
<tr>
<td>Confirmation tone 2</td>
<td></td>
</tr>
<tr>
<td>Conference Confirmation tone</td>
<td></td>
</tr>
<tr>
<td>Feature activation tone</td>
<td></td>
</tr>
<tr>
<td>Dial tone</td>
<td></td>
</tr>
<tr>
<td>Busy tone</td>
<td></td>
</tr>
<tr>
<td>Account Code input tone</td>
<td></td>
</tr>
<tr>
<td>Reorder tone</td>
<td></td>
</tr>
<tr>
<td>Ringback tone</td>
<td></td>
</tr>
<tr>
<td>Do not Disturb tone</td>
<td></td>
</tr>
<tr>
<td>Call on hold tone</td>
<td></td>
</tr>
<tr>
<td>Alarm tone</td>
<td></td>
</tr>
<tr>
<td>Hold time reminder</td>
<td></td>
</tr>
<tr>
<td>Call waiting tone</td>
<td></td>
</tr>
</tbody>
</table>

**LIST OF RING TONES**

<table>
<thead>
<tr>
<th>Ring Description</th>
<th>Waveform</th>
</tr>
</thead>
<tbody>
<tr>
<td>CO calls (CO hold recall)</td>
<td></td>
</tr>
<tr>
<td>Intercom calls (Intercom hold recall)</td>
<td></td>
</tr>
<tr>
<td>Doorphone calls</td>
<td></td>
</tr>
<tr>
<td>Recall for camp-on</td>
<td></td>
</tr>
</tbody>
</table>
**SPECIFICATION**

**General Description**

1. **Capacity**
   - Outsides (CO): 6
   - Stations: 16

2. **Control Method**
   - Stored Program CPU: 8 bits CPU, 4 bits CPU
   - Control ROM: 64 KB, Control RAM: 16 KB

3. **Switching**
   - Space Division CMOS Crosspoint Switch

4. **Power Supplies**
   - Primary: AC 120 V 60 Hz
   - Secondary: Station Supply Volt: −26 V,
                 Circuit Volt: +5 V, ±7 V, ±15 V, 26 V
   - Power Failure: 6 outsides assigned to stations (1 through 6)…power failure transfer
   - System operation for 4 hours by optional Backup Adaptor.

5. **Dialing**
   - Outward
     - Dial Pulse: 10PPS
     - Tone Dial
   - Internal
     - Dial Pulse: 10PPS, 20PPS
     - Tone Dial
     - DP-DTMF, DTMF-DP

6. **Intercom paths**
   - 4

7. **Connector**
   - Outsidess (CO)
   - Modular Jack (RJ-11)
   - Station
   - Pin Jack (RCA JACK)
   - Paging Output
   - two-conductors Jack (MINI JACK % inch diameter)
   - External Music Input
   - 1 pair wire (Standard Telephone)
   - 2 pair wire (KX-T61630/KX-T61620/KX-T61650/KX-T30830/KX-T30820/KX-T30850)

8. **EXT Connection**
   - Cable

9. **SMDR**
   - Interface
   - Output Equipment
   - Detail Recording

   **(Station Message Detail Recording)**

**Characteristics**

1. **Station Loop Limit**
   - KX-T61630/KX-T61620/KX-T61650/KX-T30830/KX-T30820/KX-T30850
   - Standard Telephone: 40 ohms
   - Doorphone: 600 ohms including set
   - 20 ohms

2. **Minimum Leak Resistance**
   - 15,000 ohms

3. **Maximum Number of Station Instruments per Line**
   - 1 (KX-T61630, KX-T61620, KX-161650, KX-T30830, KX-T30820 or KX-T30850)
   - 6/Ringing group (Standard telephone)
   - Ringing group (4 groups)

<table>
<thead>
<tr>
<th>Ext. 11, 15, 19, 23</th>
<th>Ext. 12, 16, 20, 24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ext. 13, 17, 21, 25</td>
<td>Ext. 14, 18, 22, 26</td>
</tr>
</tbody>
</table>

4. **Ring Voltage**
   - 90 V rms at 20 Hz depends on Ringing Load

5. **Primary Power**
   - 120 Vac, 60 Hz, 0.4 A maximum

6. **Central Office Loop Limit**
   - 1600 ohms maximum

7. **Environmental Requirements**
   - 0–40°C, 10%–90%

8. **Hookswitch Flash Timing Range**
   - 204–1000 msec
TELEPHONE COMPANY and F.C.C.
REQUIREMENTS AND RESPONSIBILITIES

In compliance with the requirements of Part 68 of the F.C.C. Rules and Regulations for connection of terminal system (this device is classified as terminal system) to the telephone network and for your convenience, the following information is presented:

4. Compatibility of The Telephone Network and Terminal Equipment

(a) Availability of telephone interface information.
Technical information concerning interface parameters and specifications not specified in FCC Rules, including the number of Ringers which may be connected to a particular telephone line, which is needed to permit Terminal Equipment to operate in a manner compatible with Telephone Company communications facilities, shall be provided by the Telephone Company upon customer's request.

The Telephone Company may make changes in its communications facilities, equipment, operations or procedures, where such action is reasonably required in the operation of its business and is not inconsistent with the rules and regulations in FCC Part 68 of the FCC Rules and Regulations. If such changes can be reasonably expected to render any customer Terminal Equipment incompatible with Telephone Company Communications Facilities, or require modification or alteration of such Terminal Equipment, or otherwise materially affect its use or performance, the customer shall be given adequate notice in writing, to allow the customer an opportunity to maintain uninterrupted service.

1. Notification to the Telephone Company

Customers connecting terminal equipment to the telephone network shall, upon request of the Telephone Company, inform the Telephone Company of the particular line(s) to which such connection is made, the F.C.C. registration number and (see label on bottom of unit.) ringer equivalence number of the registered terminal equipment.
The REN is useful to determine the quantity of devices you may connect to your telephone line and still have all of those devices ring when your telephone number is called. In most, but not all areas, the sum of the REN's of all devices connected to one line should not exceed five (5.0). To be certain of the number of devices you may connect to your line, as determined by the REN, you should contact your local telephone company to determine the maximum REN for your calling area.

2. Direct connection to A Party-line or Coin-operated Telephone Line is Prohibited

3. Incidence of Harm to The Telephone lines

Should Terminal Equipment cause harm to the Telephone Network, the Telephone Company shall, where practical, notify the customer that temporary discontinuance of service may be required. However, where prior notice is not practical, the Telephone Company may temporarily discontinue service for the time, if such action is reasonable in the circumstances. In case of such unnotified temporary discontinuance of service, the Telephone Company shall:

(a) Promptly notify the customer of such temporary discontinuance of service.
(b) Afford the customer the opportunity to correct the situation which gave rise to the temporary discontinuance.
(c) Inform the customer of the right to bring a complaint to the Commission pursuant to the procedures set out in Subpart E of Part 68 of FCC Telephone Equipment Rules.
OTHERS

- Keep the unit away from heating appliances and electrical noise generating devices such as fluorescent lamps, motors and television. These noise sources can interfere with the performance of the EASA-PHONE.

- This unit should be kept free of dust, moisture, high temperature and vibration, and should not be exposed to direct sunlight.

- Never attempt to insert wires, pins, etc. into the vents or other holes of this unit.

- If there is trouble, disconnect the unit from the telephone line. Plug the telephone directly into the telephone line. If the telephone operates properly, do not reconnect the unit to the line until the trouble has been repaired by an authorized Panasonic Factory Service Center. If the telephone does not operate properly, chances are that the trouble is in the telephone system, and not in the unit.

- Do not use benzine, thinner, or similar solvents. Do not use abrasive powder to clean the cabinet. Wipe it with a soft cloth.

"WARNING—This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instructions manual, may cause interference to radio communications. It has been tested and found to comply with the limits for a Class A computing device pursuant to Subpart J of Part 15 of FCC Rules, which are designed to provide reasonable protection against such interference when operated in a commercial environment. Operation of this equipment in a residential area is likely to cause interference in which case the user at his own expense will be required to take whatever measures may be required to correct the interference."

WARNING: TO PREVENT FIRE OR SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR MOISTURE.
LIMITED WARRANTY

Panasonic Company or Panasonic Sales Company (collectively referred to as "PANASONIC") will repair this product with new or rebuilt parts, free of charge, in the U.S.A. or Puerto Rico for one (1) year from the date of original purchase in the event of a defect in materials or workmanship.

Batteries (if included)—New rechargeable batteries in exchange for defective rechargeable batteries for ten (10) days from the date of original purchase. Non-rechargeable batteries are not warranted.

Carry-in or mail-in service in the U.S.A. can be obtained during the warranty period from a Matsushita Services Company (MSC) Factory Servicenter listed in the Servicenter Directory. Or call 1-800-447-4700, toll free, to locate an authorized MSC Servicenter. Carry-in or mail-in service in Puerto Rico can be obtained during the warranty period by calling the telephone numbers listed in the Servicenter Directory (see page 6-11).

This warranty is extended only to the original purchaser. A purchase receipt or other proof of date of original purchase will be required before warranty performance is rendered.

This warranty only covers failures due to defects in materials or workmanship which occur during normal use. It does not cover damage which occurs in shipment or failures which are caused by products not supplied by Panasonic Company, Panasonic Sales Company or failures which result from accident, misuse, abuse, neglect, mishandling, misapplication, alteration, faulty installation, modification, or service by anyone other than a MSC Factory Servicenter or authorized MSC Servicenter or damage that is attributable to acts of God.

LIMITS AND EXCLUSIONS

There are no express warranties except as listed above.

PANASONIC COMPANY AND PANASONIC SALES COMPANY SHALL NOT BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM THE USE OF THIS PRODUCT, OR ARISING OUT OF ANY BREACH OF THIS WARRANTY.
ALL EXPRESS AND IMPLIED WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE LIMITED TO THE APPLICABLE WARRANTY PERIOD SET FORTH ABOVE.

Some states do not allow the exclusion or limitation of incidental or consequential damages, or limitations on how long an implied warranty lasts, so the above exclusions or limitations may not apply to you.

This warranty gives you specific legal rights and you may also have other rights which vary from state to state.

If a problem with this product develops during the warranty period, you may contact your dealer or Servicenter. If the problem is not handled to your satisfaction, then write to the Consumer Affairs Division at the company address indicated on the back cover.
To locate an Authorized Servicenter in Your Area within the Continental U.S.A.

**DIAL TOLL FREE: 1-800-447-4700**
24 Hours a Day, 7 Days a Week

Requests for assistance in obtaining repairs or technical information... contact any one of the following Service Administration offices:

<table>
<thead>
<tr>
<th>Region</th>
<th>Address Details</th>
<th>Phone Numbers</th>
<th>Covers</th>
</tr>
</thead>
<tbody>
<tr>
<td>NORTHEAST</td>
<td>2250 Cabot Blvd., West Langhome, PA 19047</td>
<td>215-741-0676</td>
<td>CT, DE, ME, MD, MA, NH, NJ, NY, PA, RI, VT, VA, DC, WV, Eastern OH</td>
</tr>
<tr>
<td></td>
<td>1703 N. Handell Road, Elgin, IL 60123</td>
<td>708-468-5454</td>
<td>IL, IN, IA, KS, KY, MI, MN, MO, NE, ND, SD, WI, Western OH</td>
</tr>
<tr>
<td>MIDWEST</td>
<td>6550 Katella Avenue, Cypress, CA 90630</td>
<td>714-955-7400</td>
<td>AK, AZ, CA, CO, ID, MT, NV, NM, OR, UT, WA, WY</td>
</tr>
<tr>
<td>WESTERN</td>
<td>1854 Shackle-Ford Court, Suite 105, Norcross, GA 30093</td>
<td>404-717-6860</td>
<td>AL, AR, FL, GA, LA, MS, NC, SC, TN, TX, OK</td>
</tr>
<tr>
<td>SOUTHERN</td>
<td>6550 Katella Avenue, Cypress, CA 90630</td>
<td>714-955-7400</td>
<td>AK, AZ, CA, CO, ID, MT, NV, NM, OR, UT, WA, WY</td>
</tr>
</tbody>
</table>

Consumers requiring product information or operating assistance with a consumer product should contact:
CONSUMER AFFAIRS DEPARTMENT 2F-3
50 Meadowland Parkway, Secaucus, N.J. 07094 (201) 348-9090

Service in Puerto Rico
MATSUSHITA ELECTRIC OF PUERTO RICO, INC.
Panasonic Sales Company/Factory Servicenter
San Gabriel Industrial Park 65th Infantry Avenue KM 9.5
Carolina, Puerto Rico 00630 809-750-5135

Service in the Continental U.S.A.... Factory Servicenters
MATSUSHITA SERVICES COMPANY
Division of Matsushita Electric Corporation of America
50 Meadowland Parkway, Secaucus, New Jersey 07094

<table>
<thead>
<tr>
<th>Address Details</th>
<th>Phone Numbers</th>
<th>Covers</th>
</tr>
</thead>
<tbody>
<tr>
<td>4245 International Blvd, Suite F, Norcross, GA 30093 (404) 717-6480</td>
<td>2250 Cabot Blvd., West Langhome, PA 19047 215-741-0676</td>
<td>13535 Marquaret Ave., Santa Fe Springs, CA 90670 213-921-8248 (mail-in service only)</td>
</tr>
</tbody>
</table>

6-11
# Panasonic

## Phone Number Directory

### Telephone Number

<table>
<thead>
<tr>
<th>CO</th>
<th>TEL NO</th>
<th>NOTE</th>
<th>CO</th>
<th>TEL NO</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td>6</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Extension Number

<table>
<thead>
<tr>
<th>No.</th>
<th>NAME</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Speed Dialing

<table>
<thead>
<tr>
<th>CODE</th>
<th>NAME</th>
<th>TEL NO.</th>
<th>CODE</th>
<th>NAME</th>
<th>TEL NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
<td></td>
<td></td>
<td>16</td>
<td></td>
<td></td>
</tr>
<tr>
<td>01</td>
<td></td>
<td></td>
<td>17</td>
<td></td>
<td></td>
</tr>
<tr>
<td>02</td>
<td></td>
<td></td>
<td>18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03</td>
<td></td>
<td></td>
<td>19</td>
<td></td>
<td></td>
</tr>
<tr>
<td>04</td>
<td></td>
<td></td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>05</td>
<td></td>
<td></td>
<td>21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>06</td>
<td></td>
<td></td>
<td>22</td>
<td></td>
<td></td>
</tr>
<tr>
<td>07</td>
<td></td>
<td></td>
<td>23</td>
<td></td>
<td></td>
</tr>
<tr>
<td>08</td>
<td></td>
<td></td>
<td>24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>09</td>
<td></td>
<td></td>
<td>25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td>26</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
<td>27</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
<td>28</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td>29</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
<td>30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
<td></td>
<td>31</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CODE</td>
<td>NAME</td>
<td>TEL NO.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>------</td>
<td>------</td>
<td>---------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>32</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>33</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>35</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>36</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>37</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>38</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>39</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>40</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>41</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>42</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>43</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>44</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>45</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>47</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>48</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>49</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>51</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>52</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>53</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>54</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>55</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>57</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>58</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>59</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>60</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>61</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>62</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>63</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>64</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>65</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>66</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>67</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>68</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>69</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>70</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>71</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>72</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>73</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>74</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>75</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>76</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>77</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>78</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>79</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>80</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>81</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>82</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>83</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>84</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>85</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>86</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>87</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>88</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>89</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>90</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>91</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>92</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>93</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>94</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>95</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>96</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>97</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>98</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>99</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## PROGRAMMING TABLE

<table>
<thead>
<tr>
<th>TO SET</th>
<th>PROGRAM ADDRESS</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date and Time Setting</td>
<td>[00]</td>
<td>[NEXT] [A] [+] [SELECT] [!] [B] [+] [SELECT] [!] [C] [+] [SELECT] [!] [D] [+] [SELECT] [MEMORY] [END]</td>
</tr>
</tbody>
</table>

- year
- month
- day
- day of the week
- hour
- minute
- AM/PM

<table>
<thead>
<tr>
<th>System Speed Dialing Entry</th>
<th>[01]</th>
<th>[SELECT]</th>
</tr>
</thead>
<tbody>
<tr>
<td>or [AUTO]</td>
<td>[NEXT] [A] [B] [C] [D] [E] [F] [G] [H] [I] [J]</td>
<td>[MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td>[B]: automatic line access number</td>
<td></td>
</tr>
<tr>
<td></td>
<td>[81] through [86]: outside line access number</td>
<td></td>
</tr>
<tr>
<td></td>
<td>speed access code [00 through 99]</td>
<td></td>
</tr>
</tbody>
</table>

*There is the phone number directory on page 6-12.*

<table>
<thead>
<tr>
<th>DSS Console Assignment</th>
<th>[02]</th>
<th>[NEXT] [A] [B] [C] [D] [E] [F] [G] [H] [I] [J] [K] [L] [M] [N] [O] [P] [Q] [R] [S] [T] [U] [V] [W] [X] [Y] [Z] [MO] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>[SELECT] [H]</td>
<td>[MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td>[H]: telephone extension number paired with console 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td>[I]: console 2 extension number</td>
<td></td>
</tr>
<tr>
<td></td>
<td>[J]: telephone extension number paired with console 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>[K]: console 1 extension number</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Extension number</th>
<th>Console 1</th>
<th>Telephone paired with console 1</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Console 2</td>
<td>Telephone paired with console 2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CO Connection Assignment</th>
<th>[03]</th>
<th>[NEXT] [A] [B] [C] [D] [E] [F] [G] [H] [I] [J] [K] [L] [M] [N] [O] [P] [Q] [R] [S] [T] [U] [V] [W] [X] [Y] [Z] [MO] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>[SELECT] [H]</td>
<td>[MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td>[H]: connect</td>
<td></td>
</tr>
<tr>
<td></td>
<td>[I]: no connect</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CO (s)</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all CO's</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Connect</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>No connect</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dial Mode (Tone/Pulse) Selection</th>
<th>[04]</th>
<th>[NEXT] [A] [B] [C] [D] [E] [F] [G] [H] [I] [J] [K] [L] [M] [N] [O] [P] [Q] [R] [S] [T] [U] [V] [W] [X] [Y] [Z] [MO] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>[SELECT] [H]</td>
<td>[MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td>[H]: tone/pulse</td>
<td></td>
</tr>
<tr>
<td></td>
<td>[I]: until the desired CO number appears</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CO (s)</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all CO's</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Tone (DTMF) mode</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Pulse mode</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Switching Mode (Day/Night Service)</th>
<th>[05]</th>
<th>[NEXT] [A] [+] [SELECT] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>[SELECT] [H]</td>
<td>[MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td>[H]: manual</td>
<td></td>
</tr>
<tr>
<td></td>
<td>[I]: automatic</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Manual</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Automatic</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Starting Time (Day/Night Service)</th>
<th>[06]</th>
<th>[NEXT] [A] [+] [SELECT] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>[SELECT] [H]</td>
<td>[MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td>[H]: starting time for day service (hour)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>[I]: starting time for night service (hour)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Day Plan</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 AM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Night plan</td>
<td>5:00 PM</td>
<td></td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>TO SET</th>
<th>PROGRAM ADDRESS</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flexible Day Outward Dialing Assignment</td>
<td>[NEXT][NEXT][C...E][MEMORY][END]</td>
<td><img src="flexible_day_table" alt="Table" /></td>
</tr>
<tr>
<td>Flexible Night Outward Dialing Assignment</td>
<td>[NEXT][NEXT][C...E][MEMORY][END]</td>
<td><img src="flexible_night_table" alt="Table" /></td>
</tr>
<tr>
<td>Flexible Day Ringing Assignment</td>
<td>[NEXT][NEXT][C...E][MEMORY][END]</td>
<td><img src="flexible_day_table" alt="Table" /></td>
</tr>
<tr>
<td>Flexible Night Ringing Assignment</td>
<td>[NEXT][NEXT][C...E][MEMORY][END]</td>
<td><img src="flexible_night_table" alt="Table" /></td>
</tr>
<tr>
<td>Toll Restriction—Class Assignment</td>
<td>[NEXT][SELECT][MEMORY][END]</td>
<td><img src="toll_restriction_table" alt="Table" /></td>
</tr>
<tr>
<td>TO SET</td>
<td>PROGRAM ADDRESS</td>
<td>STEPS REQUIRED TO CHANGE PROGRAM</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>Toll Restriction Area Code Selection</td>
<td>[12]</td>
<td><img src="#" alt="Diagram" /></td>
</tr>
<tr>
<td>Programmable Toll Prefix</td>
<td>[13]</td>
<td><img src="#" alt="Diagram" /></td>
</tr>
<tr>
<td>Programmable Operator Call</td>
<td>[14]</td>
<td><img src="#" alt="Diagram" /></td>
</tr>
<tr>
<td>Programmable Directory Assistance</td>
<td>[15]</td>
<td><img src="#" alt="Diagram" /></td>
</tr>
<tr>
<td>Automatic Answering (Automatic/Manual) Selection</td>
<td>[16]</td>
<td><img src="#" alt="Diagram" /></td>
</tr>
<tr>
<td>Host PBX Access Codes Assignment</td>
<td>[17]</td>
<td><img src="#" alt="Diagram" /></td>
</tr>
</tbody>
</table>

**Diagram:**

### Toll Restriction Area Code Selection

```
[SELECT] {AB} [C] [MEMORY] [END]
```

- Area code entry
- Memory location number

<table>
<thead>
<tr>
<th>Area code entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
</tr>
</tbody>
</table>

### Programmable Toll Prefix

```
[SELECT] [NEXT] [MEMORY] [END]
```

- WITH | WITHOUT

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>With</td>
<td>x</td>
</tr>
<tr>
<td>Without</td>
<td></td>
</tr>
</tbody>
</table>

### Programmable Operator Call

```
[SELECT] [MEMORY] [END]
```

- ENABLE/DISABLE
- until the desired extension number appears

<table>
<thead>
<tr>
<th>Extensions</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
<td></td>
</tr>
<tr>
<td>Enable</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Disable</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Programmable Directory Assistance

```
[SELECT] [MEMORY] [END]
```

- NO RESTRICT | RESTRICT

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO RESTRICT</td>
<td></td>
</tr>
<tr>
<td>RESTRICT</td>
<td></td>
</tr>
</tbody>
</table>

### Automatic Answering (Automatic/Manual) Selection

```
[SELECT] [MEMORY] [END]
```

- AUTO ANSWER/MAN ANSWER
- until the desired extension number appears

<table>
<thead>
<tr>
<th>Extensions</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
<td></td>
</tr>
<tr>
<td>Automatic</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Manual</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Host PBX Access Codes Assignment

```
[SELECT] [A...D] [MEMORY] [END]
```

- up to four outside access codes each with a maximum of 2 digits
- until the desired CO numbers appears

<table>
<thead>
<tr>
<th>CO</th>
<th>Outside access codes of the host PBX</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>
### Steps Required to Change Program

#### Preferred CO Line Assignment

- **Address:** [18]
- **Program:** [NEXT] [NEXT] [SELECT] [MEMORY] [END]
  - **Default:** CO 1
- **Steps:** Repeat until the desired extension number appears
- **Extensions**
<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>(none)</td>
<td>(\times)</td>
</tr>
</tbody>
</table>

#### Programmable Call Waiting

- **Address:** [19]
- **Program:** [NEXT] [NEXT] [SELECT] [MEMORY] [END]
  - **Default:** EXT.-OFF, CO-OFF
- **Steps:** Repeat until the desired extension number appears
- **Extensions**
<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>EXT.-OFF, CO-OFF</td>
<td>(\times)</td>
</tr>
<tr>
<td>EXT.-OFF, CO-OFF</td>
<td></td>
</tr>
<tr>
<td>EXT.-OFF, CO-OFF</td>
<td></td>
</tr>
</tbody>
</table>

#### Delayed Ringing Assignment

- **Address:** [20]
- **Program:** [NEXT] [NEXT] [SELECT] [MEMORY] [END]
  - **Default:** EXT.-ON, CO-OFF
- **Steps:** Repeat until the desired extension number appears
- **Extensions**
<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>(none)</td>
<td>(\times)</td>
</tr>
<tr>
<td>CO 1</td>
<td></td>
</tr>
<tr>
<td>CO 2</td>
<td></td>
</tr>
<tr>
<td>CO 3</td>
<td></td>
</tr>
<tr>
<td>CO 4</td>
<td></td>
</tr>
<tr>
<td>CO 5</td>
<td></td>
</tr>
<tr>
<td>CO 6</td>
<td></td>
</tr>
</tbody>
</table>

#### Delayed Ringing Count Selection

- **Address:** [21]
- **Program:** [NEXT] [MEMORY] [END]
  - **Default:** A-DICALL/AFTER 2 RINGS/AFTER 3 RINGS/AFTER 4 RINGS
- **Steps:** Repeat until the desired extension number appears
- **Extensions**
<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>(none)</td>
<td>(\times)</td>
</tr>
</tbody>
</table>

#### Intercom Alerting Mode

- **Address:** [22]
- **Program:** [NEXT] [SELECT] [MEMORY] [END]
  - **Default:** TONE CALL/VOICE CALL
- **Steps:** Repeat until the desired extension number appears
- **Extensions**
<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>Tone call</td>
<td>(\times)</td>
</tr>
<tr>
<td>Voice call</td>
<td></td>
</tr>
</tbody>
</table>

#### Programmable Doorphone

- **Address:** [23]
- **Program:** [NEXT] [SELECT] [MEMORY] [END]
  - **Default:** D-PHONE 1, 2, 3, 4
- **Steps:** Repeat until the desired extension number appears
- **Extensions**
<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>all extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>Doorphone 1</td>
<td>(\times)</td>
</tr>
<tr>
<td>Doorphone 2</td>
<td>(\times)</td>
</tr>
<tr>
<td>Deny the ringing</td>
<td></td>
</tr>
</tbody>
</table>
### TO SET

#### Dial Call Pickup Group Assignment

<table>
<thead>
<tr>
<th>Program Address</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>24</td>
<td>[NEXT] [NEXT] [A...D] [MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td>'----- dial the pickup group number</td>
</tr>
<tr>
<td></td>
<td>'----- until the desired extension number appears</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>all extensions 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>Pickup</td>
<td></td>
</tr>
<tr>
<td>Group 1</td>
<td></td>
</tr>
<tr>
<td>PickUp</td>
<td></td>
</tr>
<tr>
<td>Group 2</td>
<td></td>
</tr>
<tr>
<td>PickUp</td>
<td></td>
</tr>
<tr>
<td>Group 3</td>
<td></td>
</tr>
<tr>
<td>PickUp</td>
<td></td>
</tr>
<tr>
<td>Group 4</td>
<td></td>
</tr>
</tbody>
</table>

#### Account Code Input Mode

<table>
<thead>
<tr>
<th>Program Address</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>96</td>
<td>[NEXT] [NEXT] [SELECT] [MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td>'----- OPTION/FORCED</td>
</tr>
<tr>
<td></td>
<td>'----- until the desired extension number appears</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>all extensions 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>Option</td>
<td></td>
</tr>
<tr>
<td>ForcE</td>
<td></td>
</tr>
</tbody>
</table>

#### Duration Time Count Start Mode

<table>
<thead>
<tr>
<th>Program Address</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>26</td>
<td>[NEXT] [SELECT] [MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td>'----- INSTANTLY/5S AFTER DIAL/10S AFTER DIAL</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Instantly</td>
</tr>
<tr>
<td></td>
<td>10S after dial</td>
</tr>
</tbody>
</table>

#### SMDR Communication Parameters

<table>
<thead>
<tr>
<th>Program Address</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>27</td>
<td>(Carriage return for a new line) [NEXT] [SELECT] [MEMORY]</td>
</tr>
<tr>
<td></td>
<td>'----- CR+LF/CR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>CR+LF</td>
<td></td>
</tr>
<tr>
<td>CR</td>
<td></td>
</tr>
</tbody>
</table>

(Baud rate)

<table>
<thead>
<tr>
<th>Program Address</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>27</td>
<td>[NEXT] [SELECT] [MEMORY]</td>
</tr>
<tr>
<td></td>
<td>'----- 110B/150B/300B/600B/1200B/2400B/4800B/9600B</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>110B</td>
</tr>
<tr>
<td></td>
<td>150B</td>
</tr>
<tr>
<td></td>
<td>300B</td>
</tr>
<tr>
<td></td>
<td>600B</td>
</tr>
<tr>
<td></td>
<td>1200B</td>
</tr>
<tr>
<td></td>
<td>2400B</td>
</tr>
<tr>
<td></td>
<td>4800B</td>
</tr>
<tr>
<td></td>
<td>9600B</td>
</tr>
</tbody>
</table>

(Word length)

<table>
<thead>
<tr>
<th>Program Address</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>27</td>
<td>[NEXT] [SELECT] [MEMORY]</td>
</tr>
<tr>
<td></td>
<td>'----- 7 BITS/8 BITS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 BITS</td>
<td></td>
</tr>
<tr>
<td>8 BITS</td>
<td></td>
</tr>
</tbody>
</table>

(Parity)

<table>
<thead>
<tr>
<th>Program Address</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>27</td>
<td>[NEXT] [SELECT] [MEMORY]</td>
</tr>
<tr>
<td></td>
<td>'----- NONE/MARK/SPACE/EVEN/ODD</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Mark</td>
<td></td>
</tr>
<tr>
<td>Space</td>
<td></td>
</tr>
<tr>
<td>Even</td>
<td></td>
</tr>
<tr>
<td>Odd</td>
<td></td>
</tr>
</tbody>
</table>
### TO SET

<table>
<thead>
<tr>
<th>PROGRAM ADDRESS</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
</table>

#### SMDR Communication Parameters

- **(Stop bit length)**
  - `[NEXT][SELECT][MEMORY]`
  - 1 BIT: 2 BITS

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 BIT</td>
<td>X</td>
</tr>
<tr>
<td>2 BITS</td>
<td></td>
</tr>
</tbody>
</table>

- **(Page length)**
  - `[NEXT][AB][MEMORY]`
  - d through 99 lines

<table>
<thead>
<tr>
<th>Lines per page</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>66</td>
<td></td>
</tr>
</tbody>
</table>

- **(Skip perforation)**
  - `[NEXT][AB][MEMORY][END]`
  - 0 through 99 lines

<table>
<thead>
<tr>
<th>Stepping lines</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

#### System Data Dump

- • **SYSTEM PARA**
- • **SPEED DIAL**
- • **ALL PARA**
- • **STOP OUTPUT**

  ```
  [NEXT][SELECT][MEMORY][END]
  ```

  SYSTEM PARA/CO PARA/EXT PARA/SPEED DIAL
  ALL PARA/STOP OUTPUT

- • **CO PARA**

  ```
  [NEXT][SELECT][MEMORY][A][END]
  ```

  dial CO number
  until the CO PARA appears

- • **EXT PARA**

  ```
  [NEXT][SELECT][MEMORY][AB][END]
  ```

  dial extension number
  until the EXT PARA appears

#### SMDR Incoming/Outgoing Selection

- `[NEXT][SELECT][MEMORY][NEXT][SELECT][MEMORY][END]`

  OUTGOING: ON/OFF

  INCOMING: ON/OFF

<table>
<thead>
<tr>
<th></th>
<th>Outgoing</th>
<th>Incoming</th>
</tr>
</thead>
<tbody>
<tr>
<td>Default</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>To make program change</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6-19
<table>
<thead>
<tr>
<th>TO SET</th>
<th>PROGRAM ADDRESS</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hold Time Reminder</td>
<td>[30]</td>
<td>[NEXT [SELECT] [MEMORY] [END]]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 MIN 2 MIN . . . . . . 9 MIN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>minutes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td>Hold Recall Time</td>
<td>[31]</td>
<td>[NEXT [SELECT] [MEMORY] [END]]</td>
</tr>
<tr>
<td>Set</td>
<td></td>
<td>30 SEC 1 MIN 1.5 2 MIN DISABLE</td>
</tr>
<tr>
<td></td>
<td></td>
<td>30 seconds 1 minute 1 minute 2 minutes disable</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td>Programmable External Paging</td>
<td>[32]</td>
<td>[NEXT [SELECT] [MEMORY] [END]]</td>
</tr>
<tr>
<td>Access Tone</td>
<td></td>
<td>ENABLE/DISABLE</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Enable</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Disable</td>
</tr>
<tr>
<td>Programmable secret Speed Dial</td>
<td>[33]</td>
<td>[NEXT [SELECT] [MEMORY] [END]]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>NO SECRET 1 SECRET</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No secret</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Secret</td>
</tr>
<tr>
<td>Hookswitch Flash Timing</td>
<td>[34]</td>
<td>[NEXT [SELECT] [MEMORY] [END]]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>300 MS 600 MS 900 MS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>until the desired CO number appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CO(s)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>all CO's</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td></td>
<td></td>
<td>300 msec</td>
</tr>
<tr>
<td></td>
<td></td>
<td>600 msec</td>
</tr>
<tr>
<td></td>
<td></td>
<td>900 msec</td>
</tr>
<tr>
<td>Disconnect Time</td>
<td>[35]</td>
<td>[NEXT [SELECT] [MEMORY] [END]]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1.5 SEC 4.0 SEC</td>
</tr>
<tr>
<td></td>
<td></td>
<td>until the desired CO number appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1.5 sec</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4.0 sec</td>
</tr>
<tr>
<td>Calling Party Control (CPC)</td>
<td>[36]</td>
<td>[NEXT [SELECT] [MEMORY] [END]]</td>
</tr>
<tr>
<td>Signal</td>
<td></td>
<td>ENABLE/DISABLE</td>
</tr>
<tr>
<td></td>
<td></td>
<td>until the desired CO number appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Enable</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Disable</td>
</tr>
<tr>
<td>TO SET</td>
<td>PROGRAM ADDRESS</td>
<td>STEPS REQUIRED TO CHANGE PROGRAM</td>
</tr>
<tr>
<td>------------------------</td>
<td>----------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>DSS Button Mode</td>
<td>[37]</td>
<td>[NEXT] [SELECT] [MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>[NEXT] [SELECT] [MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WITHOUT TRANSFER/WITH TRANSFER</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Without transfer</td>
</tr>
<tr>
<td></td>
<td></td>
<td>×</td>
</tr>
<tr>
<td></td>
<td></td>
<td>With transfer</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td>DTMF Receiver Check</td>
<td>[38]</td>
<td>[NEXT] [SELECT] [MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ENABLE/DISABLE</td>
</tr>
<tr>
<td></td>
<td></td>
<td>until the desired DTMF receiver appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1, 2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Enable</td>
</tr>
<tr>
<td></td>
<td></td>
<td>×</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Disable</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td>Transfer Recall Time</td>
<td>[39]</td>
<td>[NEXT] [SELECT] [MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>30 SEC/2 MIN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>30 sec</td>
</tr>
<tr>
<td></td>
<td></td>
<td>×</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 min</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To make program change</td>
</tr>
<tr>
<td>M3/FWD Selection</td>
<td>[40]</td>
<td>[NEXT][NEXT][SELECT][MEMORY][END]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FEATURE KEY/FWD, DND KEY</td>
</tr>
<tr>
<td></td>
<td></td>
<td>until the desired extension number appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Default</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Extensions</td>
</tr>
<tr>
<td></td>
<td></td>
<td>all extensions</td>
</tr>
<tr>
<td></td>
<td></td>
<td>11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td></td>
<td></td>
<td>13</td>
</tr>
<tr>
<td></td>
<td></td>
<td>14</td>
</tr>
<tr>
<td></td>
<td></td>
<td>15</td>
</tr>
<tr>
<td></td>
<td></td>
<td>16</td>
</tr>
<tr>
<td></td>
<td></td>
<td>17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>19</td>
</tr>
<tr>
<td></td>
<td></td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td>21</td>
</tr>
<tr>
<td></td>
<td></td>
<td>22</td>
</tr>
<tr>
<td></td>
<td></td>
<td>23</td>
</tr>
<tr>
<td></td>
<td></td>
<td>24</td>
</tr>
<tr>
<td></td>
<td></td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>26</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Feature key</td>
</tr>
<tr>
<td></td>
<td></td>
<td>×</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FWD/DND key</td>
</tr>
<tr>
<td>Station Program Clear</td>
<td>[98]</td>
<td>[NEXT] [MEMORY] [END]</td>
</tr>
<tr>
<td>System Clear</td>
<td>[99]</td>
<td>[NEXT] [MEMORY] [END]</td>
</tr>
</tbody>
</table>
**TO MAKE CALLS**
- Inter office calling: extension no.
- Outward dialing
  - Automatic line access: 9 phone no.
  - Individual line access: 0 CO no. phone no.
  - Speed dialing: # speed access no.
  (A rotary phone will not function this mode.)
- Calling doorphone
  - For doorphone 1: 3 1
  - For doorphone 2: 3 2

**WHEN A LINE IS BUSY**
- Automatic call back busy: 6
- Busy station signaling: 1
- Last number redial: # or 8 0

**TO RECEIVE CALLS**
- Dial call pickup: 4 0
- Directed call pickup: 4 extension no.
- Call park retrieve: 5 extension no.

**WHILE HAVING A CONVERSATION**
- Call on hold: Flash hookswitch
- Call splitting: Flash hookswitch
- Conference: Consult with 2nd party while 1st party is on hold
  - Flash hookswitch 3
- Call waiting: Flash hookswitch Hang up
  - Lift handset
- Call transfer: Flash hookswitch extension no.
USE OF OTHER FEATURES

* Paging all extensions: 3 4
* Paging group: 3 5
* Paging-external: 3 3
* Paging answer: 4 3
* External feature access: Flash hookswitch 0
* Intercom alerting mode: Hear 1 beep ✗

(A rotary phone will not function this mode.)

STATION PROGRAMMING

You may dial "0" instead of pressing the "#" button.

* Call forwarding
  - Setting: 7 1 extension no. #
  - To cancel: 7 0 #
* Dial call pickup deny
  - Setting: 7 3 1 #
  - To cancel: 7 3 0 #
* Do not disturb
  - Setting: 7 1 1 0 #
  - To cancel: 7 0 #
* Data line security
  - Setting: 7 4 1 #
  - To cancel: 7 4 0 #
* Station programming clear: 7 9 #
USE OF OTHER FEATURES

- Paging all extensions: 3 4
- Paging group: 3 5
- Paging-external: 3 3
- Paging answer: 4 3
- External feature access: [Flash hookswitch 0]
- Intercom alerting mode: [Hear 1 beep] *

(A rotary phone will not function this mode.)

STATION PROGRAMMING

You may dial “0” instead of pressing the “#” button.

- Call forwarding
  - Setting: [7 1 ] extension no. #
  - To cancel: [7 0] #

- Dial call pickup deny
  - Setting: [7 3 1] #
  - To cancel: [7 3 0] #

- Do not disturb
  - Setting: [7 1 1 0] #
  - To cancel: [7 0] #

- Data line security
  - Setting: [7 4 1] #
  - To cancel: [7 4 0] #

- Station programming clear: [7 9] #
Quick Reference Card for Standard Telephone

TO MAKE CALLS
• Inter office calling: [extension no.]
• Outward dialing
  • Automatic line access: [9] phone no.
  • Individual line access: [8] CO no. / phone no.
• Speed dialing: [X] speed access no.
  (A rotary phone will not function this mode.)
• Calling doorphone
  For doorphone 1: [3] [1]
  For doorphone 2: [3] [2]

WHEN A LINE IS BUSY
• Automatic call back busy: [6]
• Busy station signaling: [1]
• Last number redial: [#] or [8] [0]

TO RECEIVE CALLS
• Dial call pickup: [4] [0]
• Directed call pickup: [4] [extension no.]
• Call park retrieve: [5] [extension no.]

WHILE HAVING A CONVERSATION
• Call on hold: Flash hookswitch
• Call splitting: Flash hookswitch
• Conference: Consult with 2nd party while
  1st party is on hold
  Flash hookswitch [3]
• Call waiting: Flash hookswitch [Hang up]
  Lift handset
• Call transfer: Flash hookswitch [extension no.]
USE OF OTHER FEATURES

- Paging all extensions: 34
- Paging group: 35
- Paging-internal: 33
- Paging answer: 43
- External feature access: [Flash hookswitch] 0
- Intercom alerting mode: [Hear 1 beep] *
  (A rotary phone will not function this mode.)

STATION PROGRAMMING

You may dial "0" instead of pressing the "#" button.
- Call forwarding
  - Setting: 71 extension no. #
  - To cancel: 70 #
- Dial call pickup deny
  - Setting: 731 #
  - To cancel: 730 #
- Do not disturb
  - Setting: 7110 #
  - To cancel: 70 #
- Data line security
  - Setting: 741 #
  - To cancel: 740 #
- Station programming clear: 79 #

USE OF OTHER FEATURES

- Paging all extensions: 34
- Paging group: 35
- Paging-internal: 33
- Paging answer: 43
- External feature access: [Flash hookswitch] 0
- Intercom alerting mode: [Hear 1 beep] *
  (A rotary phone will not function this mode.)

STATION PROGRAMMING

You may dial "0" instead of pressing the "#" button.
- Call forwarding
  - Setting: 71 extension no. #
  - To cancel: 70 #
- Dial call pickup deny
  - Setting: 731 #
  - To cancel: 730 #
- Do not disturb
  - Setting: 7110 #
  - To cancel: 70 #
- Data line security
  - Setting: 741 #
  - To cancel: 740 #
- Station programming clear: 79 #
### USE OF OTHER FEATURES

- Paging all extensions: 3 4
- Paging group: 3 5
- Paging-external: 3 3
- Paging answer: 4 3
- External feature access: Flash hookswitch 0
- Intercom alerting mode: Hear 1 beep
  (A rotary phone will not function this mode.)

### STATION PROGRAMMING

You may dial “0” instead of pressing the “#” button.

- Call forwarding
  - Setting: 7 1 extension no. #
  - To cancel: 7 0 #
- Dial call pickup deny
  - Setting: 7 3 1 #
  - To cancel: 7 3 0 #
- Do not disturb
  - Setting: 7 1 1 0 #
  - To cancel: 7 0 #
- Data line security
  - Setting: 7 4 1 #
  - To cancel: 7 4 0 #
- Station programming clear: 7 9 #

---

### USE OF OTHER FEATURES

- Paging all extensions: 3 4
- Paging group: 3 5
- Paging-external: 3 3
- Paging answer: 4 3
- External feature access: Flash hookswitch 0
- Intercom alerting mode: Hear 1 beep
  (A rotary phone will not function this mode.)

### STATION PROGRAMMING

You may dial “0” instead of pressing the “#” button.

- Call forwarding
  - Setting: 7 1 extension no. #
  - To cancel: 7 0 #
- Dial call pickup deny
  - Setting: 7 3 1 #
  - To cancel: 7 3 0 #
- Do not disturb
  - Setting: 7 1 1 0 #
  - To cancel: 7 0 #
- Data line security
  - Setting: 7 4 1 #
  - To cancel: 7 4 0 #
- Station programming clear: 7 9 #
Please read this Manual first and then another Installation Manual for programming.

This manual is available for KX-T61610 which has the mark 3 on the plate as shown below.

Note:

1. For KX-T7020, 7030, 7050 and 7130, press the “STORE” key instead of “MEMORY” key.
2. For KX-T7020, 7030, 7050 and 7130, press the “AUTO ANSWER” key instead of “AUTO ANS” key.
3. For the Features of Flexible keys, refer to this manual.
4. Extension 11 should be connected to KX-T61630, 30830, 7030 and 7130 for programming system data.
5. All the programming procedures described in the Installation Manual have been modified. Delete step 2 “Press the NEXT button” from every feature of the programming in another Installation Manual. For further detail, see page 3 of this manual. This manual describes the revised procedures from which step 2 has already been deleted.
## System Component

<table>
<thead>
<tr>
<th>Service unit</th>
<th>Model No.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>KX-T61610</td>
<td>Electronic Modular Switching System</td>
</tr>
<tr>
<td>Telephone</td>
<td>KX-T61620</td>
<td>EMSS Proprietary Telephone</td>
</tr>
<tr>
<td></td>
<td>KX-T61630</td>
<td>EMSS Proprietary Telephone with LCD</td>
</tr>
<tr>
<td></td>
<td>KX-T61650</td>
<td>EMSS Proprietary Telephone</td>
</tr>
<tr>
<td></td>
<td>KX-T30820</td>
<td>EMSS Proprietary Telephone</td>
</tr>
<tr>
<td></td>
<td>KX-T30830</td>
<td>EMSS Proprietary Telephone with LCD</td>
</tr>
<tr>
<td></td>
<td>KX-T30850</td>
<td>EMSS Proprietary Telephone</td>
</tr>
<tr>
<td></td>
<td>KX-T7020</td>
<td>EMSS Proprietary Telephone</td>
</tr>
<tr>
<td></td>
<td>KX-T7030</td>
<td>EMSS Proprietary Telephone with I.C.D</td>
</tr>
<tr>
<td></td>
<td>KX-T7050</td>
<td>EMSS Proprietary Telephone</td>
</tr>
<tr>
<td></td>
<td>KX-T7130</td>
<td>EMSS Proprietary Telephone with I.C.D</td>
</tr>
<tr>
<td>Optional equipment</td>
<td>KX-T61640</td>
<td>DSS Console</td>
</tr>
<tr>
<td></td>
<td>KX-T7040</td>
<td>DSS Console</td>
</tr>
<tr>
<td></td>
<td>KX-T30860D</td>
<td>Doorphone Adaptor</td>
</tr>
<tr>
<td></td>
<td>KX-T30865</td>
<td>Doorphone</td>
</tr>
<tr>
<td></td>
<td>KX-T30866</td>
<td>Door Opener Adaptor</td>
</tr>
<tr>
<td></td>
<td>KX-T30890</td>
<td>Headset</td>
</tr>
<tr>
<td></td>
<td>KX-A16</td>
<td>System Back-up Unit</td>
</tr>
</tbody>
</table>
# TABLE OF CONTENTS

*Example of Programming* .......................................................... 3

## Added Features

*< Connection>*

The Parallel Connection of the Proprietary Telephone and the Standard Telephone .................................................. 6

Connection of the Optional Door Opener Adaptor (KX-T30866) .......................................................... 7

*< Program>*

Standard Telephone Connection with Proprietary Telephone .......................................................... 8

FI/SAVE Selection (for KX-T61650, KX-T30850, KX-T7020, KX-T7030, KX-T7050) .......................................................... 9

Programmable Executive Override .......................................................... 10

Automatic Designated CO Line Access .......................................................... 11

Programmable Call Waiting Tone .......................................................... 12

Door Opener Assignment .......................................................... 13

Carrier Codes Assignment .......................................................... 14

*< Detailed Features>*

Automatic Redial .......................................................... 15

Flexible CO Button .......................................................... 15

Flexible MESSAGE (Message Waiting) Button (for KX-T1020, KX-T7030, KX-T7050, KX-T7130) .......................................................... 17

Flexible DSS Button (for KX-T30830) .......................................................... 18

Flexible DSS Button (for DSS Console KX-T61640, KX-T7040) .......................................................... 19

Executive Override .......................................................... 20

Door Opener .......................................................... 21

Electronic Station Lock .......................................................... 22

## Changed Features

*< Program>*

Revision List .......................................................... 24

System Speed Dialing—Class Assignment .......................................................... 26

Toll Restriction—Class Assignment .......................................................... 27

Toll Restriction—Denied Code Assignment .......................................................... 29

Toll Restriction—Exceptional Code Assignment .......................................................... 30

System Data Dump .......................................................... 31

Station Message Detail Recording (SMDR)

*Incoming/Outgoing Selection* .......................................................... 33

Hold Recall Time Set .......................................................... 34

## Canceled Features

Cancellation List .......................................................... 35

## Programming Table .......................................................... 36
Example of Programming

All the programming procedures described in the Installation Manual have been modified. Delete step 2: “Press the NEXT button” from every feature of the programming in another Installation Manual. See the example below—the portion that should be deleted is shown shaded.

This manual describes the revised procedures from which step 2 has already been deleted, as “Revision” below.

<table>
<thead>
<tr>
<th>Original</th>
<th>Revision</th>
</tr>
</thead>
</table>
| AB=[00]: speed access code 00  
[99]: speed access code 99  
CD=[9]: automatic line access number  
[81]: line access number of CO 1  
[60]: line access number of CO 6  
[01][NEXT][AB][CD][phone number][MEMORY][END]  
[SELECT]  
[10][AB][CD][phone number][MEMORY][END]  
[SELECT]  |

1. Dial (01) or press the AUTO button to go into the speed dialing entry mode.  
   “SPEED DIALING” will be displayed.

2. Press the NEXT button.  
   “ENTER SPEED CODE” will be displayed.

3. Dial (00 through 99) or press the NEXT button, for speed access code entry.

4. Enter the line access number.

5. Enter the phone number.

6. Press the MEMORY button.  
   The memory indicator will be lit.

7. To program desired speed access code, press the SELECT button and then dial the speed access code.  
   To advance to the next speed access code, press the NEXT button.  
   To return to the previous speed access code, press the PREV button.

8. Repeat steps 4 to 7.

9. To exit from speed dialing entry, press the END button.

1. Dial (01) or press the AUTO button to go into the speed dialing entry mode.  
   “ENTER SPEED CODE” will be displayed.

2. Dial (00 through 99) or press the NEXT button, for speed access code entry.

3. Enter the line access number.

4. Enter the phone number.

5. Press the MEMORY button.  
   The memory indicator will be lit.

6. To program desired speed access code, press the SELECT button and then dial the speed access code.  
   To advance to the next speed access code, press the NEXT button.  
   To return to the previous speed access code, press the PREV button.

7. Repeat steps 3 to 6.

8. To exit from speed dialing entry, press the END button.
When the System Program Switch on the KX-T61610 is set to the PROGRAM position, the operation of the KX-T7030 and the KX-T7130 connected to extension 11 will change as follows.

**KX-T7030**

**KX-T7130**
Added Features
Any extension can be connected in parallel with the proprietary telephone and the standard telephone.

In the event of a power failure, CO 1 through CO 6 can be accessed using the standard telephones that are connected in parallel with proprietary telephones to extension numbers 11 through 16 respectively.

If the extension receives a call, a ringing will be heard from the proprietary telephone and the standard telephone. You can answer the call by using either the proprietary telephone or the standard telephone.

An answering machine, a facsimile, a MODEM (personal computer) etc. can be connected instead of the standard telephone.

You can program that the standard telephone will not work. For programming, refer to the "Standard Telephone Connection with Proprietary Telephone" on page 8 in this manual.

Note:
- The LCD on the proprietary telephone will show you the standard telephone is used.
- The following features will not work by the standard telephone connected in parallel with the proprietary telephone:
  - Call splitting
  - External feature access
  - Conference
  - Pickup dialing
  - Account code input
- The standard telephone connected in parallel with the proprietary telephone will not make a call in the following cases:
  - The proprietary telephone is set to BGM mode.
  - The proprietary telephone is receiving the paging through the built-in-speaker.
  - The proprietary telephone is set to PROGRAMMING mode.
- The standard telephone connected in parallel with the proprietary telephone will not ring in the following cases:
  - The proprietary telephone is set to Automatic Answer-Intercom.
  - The proprietary telephone is set to Voice alerting mode.
**Connection of the Optional Door Opener Adaptor (KX-T30866)**

For installing the Door Opener, use the Optional Door Opener Adaptor (KX-T30866).

1. **Wiring connection from the Door Opener**
   1. Loosen the screw and remove the cover.
   2. Loosen the screws.
   3. Insert the wires coming from the door openers in the direction of the arrows and tighten the screws, then secure the cords with the cord strap (included).
   4. Put the cover in position and tighten the screw.

2. **Insert the door opener adaptor.**

   ![Door Opener Adaptor (KX-T30866)](image)

**Block Diagram**

- **Note:**
  - Power Supply, Door Opener and Wiring are not included of the Door Opener Adaptor, KX-T30866.
  - For wiring, it is recommended to use AWG22 twisted wire or thicker wire.
  - The relay contact is able to operate with MAX 50V AC, 1A or MAX 30V DC, 1A.
**Standard Telephone Connection with Proprietary Telephone**

---

**Description**

You can select whether the standard telephone which is connected in parallel with the proprietary telephone works or not.

- **ENABLE**..... The standard telephone works.
- **DISABLE**..... The standard telephone does not work.

**Programming**

1. Dial (37).
   
   “ENTER EXT NO” will be displayed.

2. Press the NEXT button until the desired extension number appears.
   
   “11:DISABLE” will be displayed and “DISABLE” will blink.

3. Press the SELECT button to alternate between **ENABLE** and **DISABLE** and select the desired mode.

4. Press the MEMORY button.

5. Repeat steps 2 to 4 to program the assignment of the other extensions.

6. To return to the initial programming mode, press the END button.

**Conditions**

- If you start the programming from step 1, you may dial the desired extension number instead of NEXT button at step 2.
- The PREV button allows you to return to the previous extension.
- When a call reaches to the KX-T30830 and KX-T61630, two types of ring will sound. We recommend you to select **DISABLE** by programming if you do not use the standard telephone that is connected in parallel.

**Programming Table**

See page 42.
F1/SAVE Selection
(for KX-T61650, KX-T30850, KX-T7020, KX-T7030, KX-T7050)

Description
The SAVE button is not provided with KX-T61650, KX-T30850, KX-T7020, KX-T7030 and KX-T7050.
F1 button can be changed from programmable feature button to SAVE button.
“FEATURE KEY” mode ... programmable feature function
“SAVE KEY” mode ... SAVE function

Programming
1. Dial (38).
   “ENTER EXT NO” will be displayed.

2. Press the NEXT button.
   “11: FEATURE KEY” is displayed and the “FEATURE KEY” will blink.

3. Press the SELECT button to alternate between FEATURE KEY and SAVE KEY and select the desired mode.

4. Press the MEMORY button.

5. Repeat steps 2 to 4, to program SAVE button of the other extensions.

6. To return to the initial programming mode, press the END button.

Conditions
- You may dial the desired extension number which needs SAVE button instead of NEXT button at step 2.
- The PREV button allows you to go the previous extension for displaying the F1/SAVE selection.

Programmable Table
See page 42.
Programmable Executive Override

until the desired extension number appears

until the desired mode appears

ENABLE
DISABLE [default (all 16 extensions)]

[40] NEXT [SELECT] [MEMORY] [END]
or
[40] [AB] [SELECT] [MEMORY] [END]

AB=[*]: to assign the same on all 16 extensions
[11]: on extension 11
[26]: on extension 26

Description

Through programming, you can select which extension may barge in another extension that is in conversation with an outside party.

Programming

1. Dial (40).
   "ENTER EXT NO" will be displayed.

2. Press the NEXT button.
   "11:DISABLE" will be displayed and "DISABLE" will blink.

3. Press the SELECT button to alternate between ENABLE and DISABLE and select the desired mode.

4. Press the MEMORY button.
   • The LCD will stop blinking.

5. Repeat steps 2 to 4 to program the assignment of the other extensions.

6. To return to the initial programming mode, press the END button.

Conditions

• If you start the programming from step 1, you may dial the desired extension number instead of NEXT button at step 2.
• The PREV button allows you to return to the previous extension for displaying the Executive Override selection.

Programming Table

See page 42.
**Description**

Through programming, you can select which CO Line is accessed automatically when you dial 9 to use the “Automatic Line Access” feature or you use the “Auto CO Hunting” feature.

**Programming**

1. **Dial (41).**
   “ENTER EXT NO” will be displayed.

2. **Press the NEXT button.**
   “11:CO 123456” will be displayed and “123456” will blink.

3. **Dial the CO Numbers to be entered.**
   To cancel the entered CO number, press the CLEAR button.

4. **Press the MEMORY button.**
   • The LCD will stop blinking.

5. **Repeat steps 2 to 4 to program the assignment of the other extensions.**

6. **To return to the initial programming mode,** press the END button.

**Conditions**

• When you start the programming from step 1, you may dial the desired extension number instead of NEXT button at step 2.
• The PREV button allows you to go to the previous extension for displaying the CO assignment.

**Programming Table**

See the back cover.
Programmable Call Waiting Tone

Description

Through programming, you can change the Call Waiting Tone from Tone 1 to Tone 2 shown below to prevent the user from missing the tone. Tone 1 is heard from the handset receiver of the standard telephone and the built-in speaker of the proprietary telephone. Tone 2 is heard only from the built-in speaker of the proprietary telephone when you have another call.

- **Tone 1**: 5 sec
- **Tone 2**: 15 sec

Programming Tables

1. Dial (42).
   “ENTER EXT NO” will be displayed.

2. Press the NEXT button.

3. Press the SELECT button to alternate between “TONE 1” and “TONE 2” and select the desired tone.

4. Press the MEMORY button.
   - The LCD will stop blinking.

5. Repeat steps 2 to 4 to program the assignment of the other extensions.

6. To return to the initial programming mode, press the END button.

Conditions

- As for the KX-T61650 and KX-T30850, Tone 2 is heard from both the handset receiver and the built-in speaker while having a conversation.
- Call Waiting feature should be programmed “ON” beforehand. Refer to page 3-28 in another INSTALLATION MANUAL for the programming.
- When you start the programming from step 1, you may dial the desired extension number instead of NEXT button at step 2.
- The PREV button allow you to go to the previous extension for displaying the Call Waiting mode.
- For operation, see page 4-16 “Call Waiting” in another Installation Manual.

Programming Table

See the back cover.
Description

Allows each extension to be programmed for unlocking the door. Up to 2 Door Openers can be connected to the system.

Programming

1. Dial (43).
   “ENTER EXT NO” will be displayed.

2. Press the NEXT button.
   “11:D-OPENER 1, 2” will be displayed and “1, 2” will blink.

3. Keep pressing the SELECT button until the desired combination of door openers is displayed.

4. Press the MEMORY button.
   The LCD will stop blinking.

5. Repeat steps 2 to 4 to program the combination of the other extensions.

6. To return to the initial programming mode, press the END button.

Conditions

• When you start the programming from step 1, you may dial the desired extension number instead of NEXT button at step 2.
• The PREV button allows you to go to the previous extension for displaying the door opener assignment.

Example:
To allow extension 12 to open the D-OPENER 2.

[43] [12] [SELECT] [SELECT] [MEMORY] [END]

• For installation and operation of the Door Opener, see pages 7 and 21.

Programming Table

See the back cover.
Description
Through programming, up to 5 carrier codes to access OCC (other common carrier), etc. can be assigned.
When a phone number which has an assigned carrier code is dialed, Toll Restriction check starts from the number that is dialed after the carrier code.

Programming
1. Dial (45).
   “ENTER CODE NO” will be displayed.

2. Dial (00 through 04) or press the NEXT button.
   Example:
   When dial (00) or press the NEXT button.
   • The LCD will show “00:NOT STORED” when nothing is stored in location number “00”. When the carrier code 10222 has been stored, “00:10222” will be displayed.

3. Enter the carrier code with up to 10 digits.
   • To erase a wrong entry, press the CLEAR button.

4. Press the MEMORY button.
   • The memory indicator will be lit.

5. To advance to the next location number, press the NEXT button.
   To return to the previous location number, press the PREV button.
   To go to a desired location number, press the SELECT button and then dial the number.

6. Repeat steps 3 to 5.

7. To return to the initial programming mode, press the END button.

Condition
• “*” substitutes for any numbers.

Programming Tables
See the back cover.
**Automatic Redial**

**Description**

The last phone number dialed on an outgoing call to CO line can be redialed up to 15 times. This feature is available for only KX-T7020, KX-T7030, KX-T7050 and KX-T7130.

**Operation**

1. Press the SP-PHONE button.

2. Press the REDIAL button.

You may press the CO button to select the CO line directly after pressing the SP-PHONE button.

**Conditions**

- To cancel automatic redialing, press the FLASH button.
- Pressing the REDIAL or SAVE button allows you to:
  - Redial once when using the handset.
  - Redial up to 15 times within 10 minutes when using the Redial feature with the SP-PHONE button.

**Flexible CO Button**

**Changing to Other CO Button**

**Description**

Allows each CO button number to be changed to a different CO number.

**Operation**

- Be sure the handset is on the cradle and the SP-PHONE button is off.
- Set the MEMORY switch of the proprietary telephone to "PROGRAM".

1. Press the CO button which you want to change to a different CO number.

   When pressing CO 1 button, "CO 1" will be displayed.

2. Dial (0).

   "CO" will be displayed.

3. Dial the new CO number (1 through 6).

   When dialing (2), "CO 2" will be displayed.

4. Press the MEMORY button.

   After programming, return the MEMORY switch to the "SET" position.

**Conditions**

If you program the same CO number as another CO button, the original one will be cleared.

- Initial assignment (default) for the flexible buttons is as follows:
  - CO1 button...CO1
  - CO2 button...CO2
  - CO3 button...CO3
  - CO4 button...CO4
  - CO5 button...CO5
  - CO6 button...CO6

  - CO7 button...DSS11
  - CO8 button...DSS12
  - CO9 button...DSS13
  - CO10 button...DSS14
  - CO11 button...DSS15
  - CO12 button...DSS16
Description
Allows each CO button to change to a DSS (Direct Station Selection) button. DSS button can be used instead of dialing an extension number.

Operation

Setting
• Be sure the handset is on the cradle and the SP-PHONE button is off.
• Set the MEMORY switch of the proprietary telephone to "PROGRAM".

1. Press the CO button which you want to change to a DSS button
   When pressing the CO 1 button, "CO 1" will be displayed.
2. Dial (1). "EXT" will be displayed.
3. Dial the extension number (11 through 26). When dialing (11), "EXT 11" will be displayed.
4. Press the MEMORY button.

Dialing (Inter Office Calling)
1. Lift the handset or press the SP-PHONE button.
2. Press the CO button which has been changed to DSS button.

Condition
If you program the same extension number as another CO or DSS button, the original one will be cleared.

### Changing to DSS Button

<table>
<thead>
<tr>
<th>Setting</th>
<th></th>
<th></th>
<th>AUTO</th>
<th>MEMORY</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRESS &quot;CO&quot; WHICH YOU WANT TO CHANGE TO DSS BUTTON</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DIAL &quot;1&quot;</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DIAL EXTENSION NUMBER</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PRESS &quot;MEMORY&quot;</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Dialing (Inter Office Calling)
- LIFT HANDSET OR PRESS "SP-PHONE"
- PRESS "MEMORY"

### Changing to One Touch Dialing Button

<table>
<thead>
<tr>
<th>AUTO</th>
<th>MEMORY</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRESS &quot;CO&quot; WHICH YOU WANT TO CHANGE TO ONE TOUCH DIALING</td>
<td></td>
</tr>
<tr>
<td>DIAL &quot;2&quot;</td>
<td></td>
</tr>
<tr>
<td>DIAL &quot;9&quot;</td>
<td></td>
</tr>
<tr>
<td>DIAL PHONE NUMBER</td>
<td></td>
</tr>
</tbody>
</table>

• You may dial 81 through 86 instead of 9.

Description
Allows each CO button to be used as a one touch dialing memory location. Up to 16 digits can be stored in each CO button.

Operation

• Be sure the handset is on the cradle and the SP-PHONE button is off.
• Set the MEMORY switch of the proprietary telephone to "PROGRAM".

1. Press the CO button which you want to use as a one touch dialing memory location.
   When pressing CO 1 button, "CO 1" will be displayed.
2. Dial (2).
3. Dial (9).
   • You may dial 81 through 86 instead of 9 to select the desired trunk.
4. Dial the phone number.
5. Press the MEMORY button.
   • After programming, return the MEMORY switch to the "SET" position.
**Flexible MESSAGE (Message Waiting) Button**  
(for KX-T7020, KX-T7030, KX-T7050, KX-T7130)

### Changing to DSS Button

![Changing to DSS Button Diagram]

**Description**

Allows the MESSAGE button to change to a DSS (Direct Station Selection) button.

**Operation**

**Setting**
- Be sure the handset is on the cradle and the SP-PHONE button is off.
- Set the MEMORY switch of the proprietary telephone to "PROGRAM".

1. Press the MESSAGE button to change to a DSS button.
2. Dial (1).
3. Dial the new extension number (11 through 26).
4. Press the MEMORY button.
   - After programming, return the MEMORY switch to the "SET" position.

### Changing to One Touch Dialing Button

![Changing to One Touch Dialing Button Diagram]

**Description**

Allows the MESSAGE button to be used as a one touch dialing memory location. Up to 16 digits can be stored in the MESSAGE button.

**Operation**

- Be sure the handset is on the cradle and the SP-PHONE button is off.
- Set the MEMORY switch of the proprietary telephone to "PROGRAM".

1. Press the MESSAGE button to change to a one touch dialing button.
2. Dial (2).
3. Dial (9).
   - You may dial 81 through 86 instead of 9 to select the desired trunk.
4. Dial the phone number.
5. Press the MEMORY button.
   - After programming, return the MEMORY switch to the "SET" position.
Description
Allows each DSS button to change to an extension number which is different from the default extension number.

Operation
Setting
- Be sure the handset is on the cradle and the SP-PHONE button is off.
- Set the MEMORY switch to “PROGRAM”.

1. Press the DSS button which you want to change to a different extension number.

2. Dial (1).

3. Dial the new extension number (11 through 26).

4. Press the MEMORY button.
   - After programming, return the MEMORY switch to the “SET” position.

Condition
If you program the same extension number as another CO or DSS button, the original one will be cleared.

---

Description
Allows each DSS button to be used as a one touch dialing memory location. Up to 16 digits can be stored in each DSS button.

Operation
- Be sure the handset is on the cradle and the SP-PHONE button is off.
- Set the MEMORY switch to “PROGRAM”.

1. Press the DSS button which you want to use as a one touch dialing memory location.

2. Dial (2).

3. Dial (9).
   - You may dial 81 through 86 instead of 9 to select the desired trunk.

4. Dial the phone number.

5. Press the MEMORY button.
   - After programming, return the MEMORY switch to the “SET” position.
Description
Allows each DSS button to change to an extension number which is different from the default extension number.

Operation
• Be sure the handset is on the cradle and the SP-PHONE button is off.
• Set the MEMORY switch of the paired telephone to "PROGRAM".

1. Press the DSS button to change to a DSS button of the console.

2. Dial (1).

3. Dial the desired extension number (11 through 26).

4. Press the MEMORY button.

• After programming, return the MEMORY switch to the "SET" position.
• DSS console and the paired proprietary telephone should be preprogrammed. For programming, see page 3-8 in another Installation Manual.

Description
Allows each DSS button to be used as a one touch dialing memory location.
Up to 16 digits can be stored in each DSS button.

Operation
• Be sure the handset is on the cradle and the SP-PHONE button is off.
• Set the MEMORY switch of the paired telephone to "PROGRAM".

1. Press the DSS button which you want to change to one touch dialing memory location.

2. Dial (2).

3. Dial (9).
   You may dial 81 through 86 instead of 9 to select the desired trunk.

4. Dial the phone number.

5. Press the MEMORY button.

• After programming, return the MEMORY switch to the "SET" position.
**Executive Override**

**To barge in:**

LIFT HANDSET PRESS "CO"
OR PRESS WHOSE INDICATOR
"SP-PHONE" IS RED

**Description**

Allows an extension user to barge into an engaged conversation for the following reasons: To establish Conference mode or to receive calls that another extension has answered.

**Operation**

**To Establish the Conference Mode**

1. Lift the handset or press the SP-PHONE button.

2. Press the CO button whose indicator is red. A 3 party conference is now established and you can barge into the conversation. "CONF" will be displayed.

3. Start talking.

4. Hang up or press the SP-PHONE button. The other two parties will be directly connected together and can converse with each other.

**Call Transfer using "Executive Override"**

1. Press the CO button.
   
   You have barged in the conversation.

   - The Call Transfer will be completed when the extension user who received the call hangs up.

**Conditions**

- How to use the Camp-on feature when "Executive Override" is enabled at your extension. You can use the Camp-on feature without barging in the conversation.

1. Dial the busy CO line number (81 through 86) whose indicator is red instead of pressing the CO button.
2. Dial (6).
3. Hang up or press the SP-PHONE button.
   
   You will be automatically called back when the CO line becomes free.

- Only one party can barge into a conversation.
- You cannot barge into the extension which is in dialing.
- You cannot barge into conversations between inside parties.
- This feature is not available for use with standard single line telephones.
- See page 10 for programming.
When the Door Opener is used with a Doorphone to unlock the Door Opener:
While talking with the visitor through the doorphone;

DIAL "5"  
HANG UP OR PRESS "SP-PHONE"

The Door Opener 1 or 2 will be unlocked corresponding to the Doorphone 1 or 2.

When the Door Opener is used with an extension to unlock the Door Opener:
Hang up after confirming the call then;

LIFT HANDSET OR PRESS "SP-PHONE"  
DIAL "551"  
HANG UP OR PRESS "SP-PHONE"

For Door Opener 2, dial "552" instead of "551".

Description
You can easily unlock the door for about 5 seconds by dialing a proper code. Up to two Door Openers can be connected to the system. See page 13 for programming.

Operation
When the Door Opener is used with a Doorphone to unlock the Door Opener while talking with the visitor through the Doorphone:

1. Dial (5).
The confirmation tone will be heard.
The Door Opener 1 or 2 corresponding to the Doorphone 1 or 2 will be switched "ON" to unlock the door.

2. Hang up or press the SP-PHONE button.

When the Door Opener is used with an extension, to unlock the Door Opener, hang up after confirming the call then:

1. Lift the handset or press the SP-PHONE button.

2. Dial (551 (or 552)).
The Door Opener 1 (or 2) will be switched "ON" to unlock the door.

3. Hang up or press the SP-PHONE button.

Conditions
The door is unlocked for about 5 seconds. When the power failure occurs, the Door Opener will be switched "OFF" and the door will not be unlocked.

To unlock the door for more than 5 seconds, dial (5), (551) or (552) again, and the door will be unlocked.

For installation of Door Opener, see page 7.

A busy extension will not hear the call waiting tone for a doorphone call.

If you use a standard telephone to unlock the Door Opener while talking through the Doorphone, first flash the hookswitch before step 1.
To lock

1. Lift the handset or press the SP-PHONE button.
2. Dial (6).
3. Dial the lock code. (Lock code must be 3 digits (000 through 999).)
4. Dial the same lock code again.
5. Dial (#). “ID CODE SET” will be displayed.
6. Hang up or press the SP-PHONE button.

To unlock

1. Lift the handset or press the SP-PHONE button.
2. Dial (6).
3. Dial the lock code.
4. Dial (#). “ID CODE RESET” will be displayed.
5. Hang up or press the SP-PHONE button.

Description
Locking an extension prohibits another user from dialing on an outside line until unlocked. Even the emergency call cannot be dialed. The following are possible at the locked extension.
- Receiving an outside call
- Dialing and receiving an intercom call
- Call pick up
- Dialing and receiving a doorphone call
- Dialing a door opener, etc.

Conditions
- When dialing to an outside line using a locked extension, reorder tone will be heard.
- Lock code must be 3 numerical-digits except the “#” and “*” buttons.
- If you use a standard telephone:
  - To lock, dial (0) instead of (#) at step 3.
  - To unlock, dial (0) instead of (#) at step 4.

Note:
To operate features after setting “Auto CO Hunting”, press the ICM button instead of lifting the handset at step 1. This is because lifting the handset causes the line to be connected to a CO line.
Changed Features
The listed features and the features on the following pages 26 through 34 are revised. Please confirm and change them.

<table>
<thead>
<tr>
<th>Pages of the Installation Manual</th>
<th>Titles of features</th>
<th>Contents</th>
<th>Original</th>
<th>Revision</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-8</td>
<td>DSS Console Assignment</td>
<td>Program address</td>
<td>02</td>
<td>03</td>
</tr>
<tr>
<td>3-25</td>
<td>Automatic Answering (Automatic/Manual) Selection</td>
<td>Program address</td>
<td>16</td>
<td>27</td>
</tr>
<tr>
<td>3-26</td>
<td>Host PBX Access Codes Assignment</td>
<td>Program address</td>
<td>17</td>
<td>14</td>
</tr>
<tr>
<td>3-27</td>
<td>Preferred CO Line Assignment</td>
<td>Program address</td>
<td>18</td>
<td>15</td>
</tr>
<tr>
<td>3-28</td>
<td>Programmable Call Waiting</td>
<td>Program address</td>
<td>19</td>
<td>16</td>
</tr>
<tr>
<td>3-29</td>
<td>Delayed Ringing Assignment</td>
<td>Program address</td>
<td>20</td>
<td>17</td>
</tr>
<tr>
<td>3-30</td>
<td>Delayed Ringing Count Selection</td>
<td>Program address</td>
<td>21</td>
<td>18</td>
</tr>
<tr>
<td>3-31</td>
<td>Intercom Alerting Mode</td>
<td>Program address</td>
<td>22</td>
<td>19</td>
</tr>
<tr>
<td>3-32</td>
<td>Programmable Doorphone</td>
<td>Program address</td>
<td>23</td>
<td>20</td>
</tr>
<tr>
<td>3-33</td>
<td>Dial Call Pickup Group Assignment</td>
<td>Program address</td>
<td>24</td>
<td>21</td>
</tr>
<tr>
<td>3-34</td>
<td>Account Code Input Mode</td>
<td>Program address</td>
<td>25</td>
<td>22</td>
</tr>
<tr>
<td>3-35</td>
<td>Duration Time Count Start Mode</td>
<td>Program address</td>
<td>26</td>
<td>23</td>
</tr>
<tr>
<td>3-36</td>
<td>Station Message Detail Recording (SMDR) Communication Parameters</td>
<td>Program address</td>
<td>27</td>
<td>24</td>
</tr>
<tr>
<td>3-47</td>
<td>Programmable External Paging Access Tone</td>
<td>Program address</td>
<td>32</td>
<td>29</td>
</tr>
<tr>
<td>3-48</td>
<td>Programmable Secret Speed Dial</td>
<td>Program address</td>
<td>33</td>
<td>30</td>
</tr>
<tr>
<td>3-49</td>
<td>Hookswitch Flash Timing</td>
<td>Program address</td>
<td>34</td>
<td>31</td>
</tr>
<tr>
<td>3-50</td>
<td>Disconnect Time</td>
<td>Program address</td>
<td>35</td>
<td>32</td>
</tr>
<tr>
<td>3-51</td>
<td>Calling Party Control (CPC) Signal</td>
<td>Program address</td>
<td>36</td>
<td>33</td>
</tr>
<tr>
<td>3-52</td>
<td>DSS Button Mode</td>
<td>Program address</td>
<td>37</td>
<td>34</td>
</tr>
<tr>
<td>3-53</td>
<td>Transfer Recall Time</td>
<td>Program address</td>
<td>39</td>
<td>36</td>
</tr>
<tr>
<td>3-54</td>
<td>M3/FWD Selection (for KX-T30850, KX-T61650)</td>
<td>Program address</td>
<td>40</td>
<td>39</td>
</tr>
<tr>
<td></td>
<td>Title</td>
<td>M3</td>
<td>F3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Program address</td>
<td>Available proprietary telephones</td>
<td>KX-T61650, KX-T30850</td>
<td>KX-T7050, KX-T61650, KX-T30850</td>
</tr>
</tbody>
</table>

(cont.)
### Pages of the Installation Manual

<table>
<thead>
<tr>
<th>Title of features</th>
<th>Contents</th>
<th>Original</th>
<th>Revision</th>
</tr>
</thead>
<tbody>
<tr>
<td>4-13 Call on Hold</td>
<td>Recall time</td>
<td>30s, 1min, 1min &amp; 30s, 2min, Disable</td>
<td>30s, 1min, 2min, 3min, 4min, 5min, Disable</td>
</tr>
<tr>
<td>4-14 Call on Exclusive Hold</td>
<td>Recall time</td>
<td>30s, 1min, 1min &amp; 30s, 2min, Disable</td>
<td>30s, 1min, 2min, 3min, 4min, 5min, Disable</td>
</tr>
<tr>
<td>6-4 DTMF Receiver Check</td>
<td>Program address</td>
<td>38</td>
<td>35</td>
</tr>
</tbody>
</table>

The disallowed combinations of SMDR Communication Parameters. (Page 3-40)

<table>
<thead>
<tr>
<th>parity</th>
<th>word length</th>
<th>stop bit length</th>
</tr>
</thead>
<tbody>
<tr>
<td>mark</td>
<td>8</td>
<td>2</td>
</tr>
<tr>
<td>space</td>
<td>8</td>
<td>1</td>
</tr>
<tr>
<td>space</td>
<td>8</td>
<td>2</td>
</tr>
<tr>
<td>none</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>even</td>
<td>8</td>
<td>2</td>
</tr>
<tr>
<td>odd</td>
<td>8</td>
<td>2</td>
</tr>
</tbody>
</table>
Description

You can select the class service which is free from the speed dialing toll restriction.

Programming

1. Dial (02).
   "CLASS 1" will be displayed and blink.

2. Keep pressing the SELECT button until the desired class is displayed.

3. Press the MEMORY button.

4. To return to the initial programming mode, press the END button.

Conditions

If you set boundaries to CLASS 2, the system will allow system speed dialing on service class 1 and class 2, but restrict on service class 3 according to the toll restriction checking. Refer to page 27.

Programming Table

<table>
<thead>
<tr>
<th>Service class</th>
<th>class 1</th>
<th>class 2</th>
<th>class 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A</td>
<td>A</td>
<td>A</td>
</tr>
<tr>
<td>2</td>
<td>T</td>
<td>A</td>
<td>A</td>
</tr>
<tr>
<td>3</td>
<td>T</td>
<td>T</td>
<td>A</td>
</tr>
</tbody>
</table>

A: Allowed
T: Toll Restriction check

Programming Table

See page 36.
The selective use of this feature permits restricted dialing to specific stations. A class of service can be assigned to a particular station which prohibits or limits that station's dialing ability.

The followings are the available 3 classes of service.
1. Service class 1 will allow all calls.
2. Service class 2 will deny 10 codes programmed as a denied code (location 00-09) except 20 codes programmed as an exceptional code (location 00-19).
3. Service class 3 will deny 20 codes programmed as a denied code (location 00-19) except 10 codes programmed as an exceptional code (location 00-09).

The following should be set.
- "Toll Restriction—Class Assignment" on page 28.
- "Toll Restriction—Denied Code Assignment" on page 29.
- "Toll Restriction—Exceptional Code Assignment" on page 30.

Example:

<table>
<thead>
<tr>
<th>Service Class</th>
<th>Denied Dial Number</th>
<th>Exceptional Dial Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>001****</td>
<td>1200****</td>
</tr>
<tr>
<td></td>
<td>1*****</td>
<td>1201****</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Service Class</th>
<th>Denied Dial Number</th>
<th>Exceptional Dial Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>001****</td>
<td>1800****</td>
</tr>
<tr>
<td></td>
<td>0*****</td>
<td>1200****</td>
</tr>
</tbody>
</table>

Denied Code Assignment

<table>
<thead>
<tr>
<th>Code</th>
<th>Dial Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
<td></td>
</tr>
<tr>
<td>01</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td></td>
</tr>
<tr>
<td>04</td>
<td></td>
</tr>
<tr>
<td>05</td>
<td></td>
</tr>
<tr>
<td>06</td>
<td></td>
</tr>
<tr>
<td>07</td>
<td></td>
</tr>
<tr>
<td>08</td>
<td></td>
</tr>
<tr>
<td>09</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td></td>
</tr>
</tbody>
</table>

Exceptional Code Assignment

<table>
<thead>
<tr>
<th>Code</th>
<th>Dial Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
<td></td>
</tr>
<tr>
<td>01</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td></td>
</tr>
<tr>
<td>04</td>
<td></td>
</tr>
<tr>
<td>05</td>
<td></td>
</tr>
<tr>
<td>06</td>
<td></td>
</tr>
<tr>
<td>07</td>
<td></td>
</tr>
<tr>
<td>08</td>
<td></td>
</tr>
<tr>
<td>09</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td></td>
</tr>
</tbody>
</table>
Description
Toll restriction can help eliminate phone calls abuse and control cost.
There are three classes of service available for each extension.

Conditions
- When you start the programming from step 1, you may dial the desired extension number instead of NEXT button at step 2.
- The PREV button allows you to go to the previous extension for displaying the service class assignment.

Programming Table
See page 37.

Programming
1. Dial (11).
   "ENTER EXT NO." will be displayed.

2. Press the NEXT button.
   "11: CLASS 1" will be displayed and "1" will blink.

3. Keep pressing the SELECT button until the desired class is displayed.

4. Press the MEMORY button.

5. Repeat steps 2 to 4, to program the assignment of the other extensions.

6. To return to the initial programming mode, press the END button.
Toll Restriction—Denied Code Assignment

Description
For Service Class 2 or 3 (see "Toll Restriction") up to 10 or 20 phone numbers can be selected for use in toll dialing.
Phone numbers programmed will be denied. All extensions programmed for Service Class Selections shall be assigned to the same denied code assignment plan.
Memory locations 00~09 are restricted by classes 2 and 3.
Memory locations 10~19 are restricted by only class 3.

Programming
1. Dial (12).
   "ENTER CODE NO." will be displayed.

2. Dial the memory location number (00 through 19) or press the NEXT button.
   Example:
   When dial (00) or press the NEXT button;
   —When nothing is stored in memory location number "00", "00:NOT STORED" is displayed.
   —When the dial number 1XIXXIXXIX has been stored, "00:1XIXXIXXIX" will be displayed.

3. Dial the 7-digit phone number.
   • To erase a wrong entry, press the CLEAR button.

4. Press the MEMORY button.
   • The MEMORY indicator will be lit.

5. To advance to the next memory location number, press the NEXT button.
   To return to the previous memory location number, press the PREV button.
   To go to a desired memory location number, press the SELECT button and dial the memory location number.

6. Repeat steps 3 to 5.

7. To return to the initial programming mode, press the END button.

Conditions
• Each phone number should consist of 7 digits.
• "x" substitutes for any numbers, see the following example.

Example:
To deny extension 14 to have access to the phone number 09 and 8 in the service class 2.
Step 1...[11] [14] [SELECT] [MEMORY] [END]
Step 2...[12] [NEXT] [09XIXXIXXIX]
   [MEMORY] [NEXT] [8XIXXIXXIX]
   [MEMORY] [END]
09XIXXIXXIX...disables the phone numbers which start with 09.
8XIXXIXXIX...disables the phone numbers which have 8 on the first digit.

Programming Table
See page 37.
Description
Through programming, the desired extensions will be allowed to dial the phone numbers which are restricted by "Denied Code Assignment". For service Class 2 or 3, up to 10 or 20 phone numbers can be selected.
Memory locations 00-09 are not restricted by classes 2 and 3.
Memory locations 10-19 are not restricted by only class 2.

Programming
1. Dial (13). "ENTER CODE NO." will be displayed.
2. Dial the memory location number (00 through 19) or press the NEXT button.
3. Dial the 7-digit phone number.
   • To erase a wrong entry, press the CLEAR button.
4. Press the MEMORY button.
   • The MEMORY button indicator will be lit.
5. To advance to the next memory location number, press the NEXT button.
   To go to a desired memory location number, press the SELECT button and dial the memory location number.
6. Repeat steps 3 to 5.
7. To return to the initial programming mode, press the END button.

Conditions
• Each phone number should consist of 7 digits.
• "*" substitutes for a number.

Programming Table
See page 38.
Description
The following printout is available.
System parameters
CO parameters
Extension parameters
DSS Console
System Speed Dialing

Operation
To start the printout;
1. Dial (25). 
   "START" will be displayed and blink.
2. Press the MEMORY button.
3. To return to the initial programming mode, 
   press the END button.

To stop the printout;
1. Dial (25).
   "START" will be displayed and blink.
2. Keep pressing the SELECT button until 
   "STOP" is displayed.
3. Press the MEMORY button.
4. To return to the initial programming mode, 
   press the END button.

Programming Table
See page 40.
Description

Five contents are printable. They are (1) System parameters (2) CO parameters (3) Extension parameters. (4) DSS Console and (5) System Speed Dialing.

For further details, refer to the following Program address numbers and titles of the features.

(1) System Parameters
[00] Date and Time Setting
[02] System Speed Dialing—Class Assignment
[03] DSS Console Assignments
[05] Switching Mode (Day/Night)
[06] Starting Time (Day/Night)
[12] Toll Restriction—Denied Code Assignment
[18] Delayed Ringing Count Selection
[20] Doorphone
[21] Call Pickup Group Assignment
[23] Duration Time Count Start Mode
[24] SMDR (Station Message Detail Recording) parameters
[26] SMDR Incoming/Outgoing Selection
[28] Hold Recall Time Set
[29] External Paging Access Tone
[30] Secret Speed Dial
[34] DSS Button Assignment
[36] Transfer Recall Time
[45] Carrier Codes Assignment

(2) CO Parameters
[04] Dial Mode (Tone/Pulse) Selection
[31] Hookswitch Flash Time
[32] Disconnect Time
[33] Calling Party Control (CPC) Signal

(3) Extension Parameters
Type: Proprietary telephone or Standard telephone
[07] Flexible Day Outward Dialing Assignment
[08] Flexible Night Outward Dialing Assignment
[09] Flexible Day Ringing Assignment
[10] Flexible Night Ringing Assignment
[15] Preferred CO Line Assignment
[16] Call Waiting
[17] Delayed Ringing Assignment
[19] Intercom Alerting Mode
[22] Account Code Input Mode
[27] Automatic Answering Selection
[37] Standard Telephone Connection with Proprietary Telephone

[40] Executive Override
[41] Automatic Designated CO Line Access
[42] Call Waiting Tone
[43] Door Opener Assignment
[44] Feature Button Assignment
[46] CO Button Assignment
[47] Message Waiting Button Assignment

(4) DSS Console
[PF] Feature Button Assignment
[DS] DSS Button Assignment

(5) System Speed Dialing
[01] System Speed Dialing Entry

Note:
- For the programming address [38] F1/SAVE Selection and [39] F3/FWD Selection, see the [PF] 01 and [PF] 03 of Extension Parameters.
- If KY-T30830 is connected to an extension, (3) Extension parameters, [CO] CO Button Assignment 01 through 12 show the following button assignment:
  [CO]01 . . . . CO1 [CO]08 . . . . DSS4
  [CO]02 . . . . CO2 [CO]09 . . . . DSS5
  [CO]03 . . . . CO3 [CO]10 . . . . DSS6
  [CO]05 . . . . DSS1 [CO]11 . . . . DSS7
  [CO]06 . . . . DSS2 [CO]12 . . . . DSS8
  [CO]07 . . . . DSS3

32
**Station Message Detail Recording (SMDR)\nIncoming/Outgoing Selection**

**Description**
It is possible to print either outgoing outside calls, or outgoing outside toll calls, and/or incoming outside calls.

- **OUTGOING: ON**...to print all outgoing outside calls.
- **OUTGOING: OFF**...to stop printing
- **OUTGOING: TOLL**...to print only outgoing outside toll calls
- **INCOMING: ON**...to print incoming outside calls
- **INCOMING: OFF**...to stop printing

*When "OUTGOING: TOLL" is selected, outgoing outside calls to the phone numbers which are programmed in "Toll Restriction Denied Code Assignment" on page 29 are printed out.*

**Programming**

1. Dial (26).
   "OUTGOING: ON" will be displayed and the "ON" will blink.

2. Press the SELECT button to alternate between the "ON", "OFF" and "TOLL" and select the desired mode.

3. Press the MEMORY button.
The LCD will stop blinking.

4. Press the NEXT button.
   "INCOMING: ON" will be displayed and the "ON" will blink.

5. Press the SELECT button to alternate between "ON" and "OFF" and select the desired mode.

6. Press the MEMORY button.
The LCD will stop blinking.

7. To return to the initial programming mode, press the END button.

**Programming Table**
See page 41.
Description
This will inform you that you keep holding the line by ringing, after the time passes.

Programming
1. Dial (28)
   "TIME: 30 SEC" will be displayed and "30 SEC" will blink.

2. Keep pressing the SELECT button until the desired time is displayed.

3. Press the MEMORY button.

4. To return to the initial programming mode, press the END button.

Example:
2 minutes=[28] [SELECT] [SELECT] [MEMORY] [END]

Programming Table
See page 41.
Canceled Features

The listed features are canceled from KX-T61610.

<table>
<thead>
<tr>
<th>Pages of Installation Manual</th>
<th>Program Address</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-1</td>
<td>98</td>
<td>Station Program Clear</td>
</tr>
<tr>
<td>3-10</td>
<td>03</td>
<td>CO Connection Assignment</td>
</tr>
<tr>
<td>3-22</td>
<td>13</td>
<td>Programmable Toll Prefix</td>
</tr>
<tr>
<td>3-23</td>
<td>14</td>
<td>Programmable Operator Call</td>
</tr>
<tr>
<td>3-24</td>
<td>15</td>
<td>Programmable Directory Assistance</td>
</tr>
<tr>
<td>3-45</td>
<td>30</td>
<td>Hold Time Reminder</td>
</tr>
</tbody>
</table>
## PROGRAMMING TABLE

### TO SET

<table>
<thead>
<tr>
<th>Date and Time Setting</th>
<th>[00]</th>
<th>[A] [SELECT] [B] [SELECT] [C] [SELECT] [D] [SELECT] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>![year] ![month] ![day] ![hour] ![minute] ![AM/PM] ![day of the week]</td>
</tr>
</tbody>
</table>

### SYSTEM SPEED CALLING ENTRY

<table>
<thead>
<tr>
<th>[01]</th>
<th>[A][B] [CD] [phone number] [MEMORY]</th>
</tr>
</thead>
<tbody>
<tr>
<td>[AUTO]</td>
<td>![automatic line access number] ![phone number] ![outside line access number] ![speed access code]</td>
</tr>
</tbody>
</table>

### SYSTEM SPEED DIALING—CLASS ASSIGNMENT

<table>
<thead>
<tr>
<th>[02]</th>
<th>[SELECT] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>![until the desired boundary class appears]</td>
</tr>
</tbody>
</table>

### DSS CONSOLE ASSIGNMENT

<table>
<thead>
<tr>
<th>[03]</th>
<th>[A][B] [CD] [EF] [GH] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>![Telephone extension number paired with console 2] ![Console 2 extension number] ![Telephone extension number paired with console 1] ![Console 1 extension number]</td>
</tr>
</tbody>
</table>

### DIAL MODE (TONE/PULSE) SELECTION

<table>
<thead>
<tr>
<th>[04]</th>
<th>[NEXT] [SELECT] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>![TONE/PULSE] ![until the desired CO number appears]</td>
</tr>
</tbody>
</table>

### SWITCHING MODE (DAY/NIGHT SERVICE)

<table>
<thead>
<tr>
<th>[05]</th>
<th>[SELECT] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>![MAN/AUTO] ![To make program change]</td>
</tr>
</tbody>
</table>

### STARTING TIME (DAY/NIGHT SERVICE)

<table>
<thead>
<tr>
<th>[06]</th>
<th>[A] [B] [SELECT] [MEMORY] [NEXT] [C] [D] [SELECT] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>![starting time for day service (hour)] ![starting time for night service (hour)]</td>
</tr>
</tbody>
</table>

### FLEXIBLE DAY OUTWARD DIALING ASSIGNMENT

<table>
<thead>
<tr>
<th>[07]</th>
<th>[NEXT] [C..H] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>![CO number] ![until the desired extension number appears]</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>![Extensions]</td>
<td>![all extensions] (![11] [12] [13] [14] [15] [16] [17] [18] [19] [20] [21] [22] [23] [24] [25] [26])</td>
</tr>
<tr>
<td>![CO 1]</td>
<td>![x]</td>
</tr>
<tr>
<td>![CO 2]</td>
<td>![x]</td>
</tr>
<tr>
<td>![CO 3]</td>
<td>![x]</td>
</tr>
<tr>
<td>![CO 4]</td>
<td>![x]</td>
</tr>
<tr>
<td>![CO 5]</td>
<td>![x]</td>
</tr>
<tr>
<td>![CO 6]</td>
<td>![x]</td>
</tr>
</tbody>
</table>
### TO SET

#### Flexible Night Outward Dialing Assignment

```
TO SET [C,H] [MEMORY] [END]
```

#### Flexible Day Ringing Assignment

```
TO SET [C,H] [MEMORY] [END]
```

#### Toll Restriction—Class Assignment

```
TO SET [SELECT] [MEMORY] [END]
```

#### Toll Restriction—Denied Codes Assignment

```
TO SET [C] [MEMORY] [END]
```

### STEPS REQUIRED TO CHANGE PROGRAM

<table>
<thead>
<tr>
<th>Extensions</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>All Extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>CO 1</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>CO 2</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>CO 3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>CO 4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CO 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CO 6</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Extensions</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>All Extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>CO 1</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>CO 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CO 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CO 4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CO 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CO 6</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Extensions</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>All Extensions</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>Class 1</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Class 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Class 3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Memory Location Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>00 01 02 03 04</td>
</tr>
<tr>
<td>05 06 07 08 00</td>
</tr>
<tr>
<td>10 11 12 13 14</td>
</tr>
<tr>
<td>15 16 17 18 19</td>
</tr>
</tbody>
</table>

Phone number entry

---

**NEWORY** [END]

**NEWORY** [END]

**NEWORY** [END]

**NEWORY** [END]
### STEPS REQUIRED TO CHANGE PROGRAM

#### TO SET

**Full Restriction—Exceptional Code Assignment**

- [NEXT] (C) [MEMORY] [END]
- Phone number with 7 digits
- Until the desired memory location number appears

<table>
<thead>
<tr>
<th>Memory location number</th>
<th>00</th>
<th>01</th>
<th>02</th>
<th>03</th>
<th>04</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>05</td>
<td>06</td>
<td>07</td>
<td>08</td>
<td>09</td>
</tr>
<tr>
<td>Phone number entry</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
</tr>
</tbody>
</table>

#### HOST PBX Access Codes Assignment

- [NEXT] [A..D] [MEMORY] [END]
- Up to four outside access codes each with a maximum of 2 digits
- Until the desired CO numbers appears

<table>
<thead>
<tr>
<th>CO</th>
<th>Outside access codes of the host PBX</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

#### Preferred CO Line Assignment

- [NEXT] [SELECT] [MEMORY] [END]
- (1/CO 1/CO 2/CO 3/CO 4/CO 5/CO 6)
- Until the desired extension number appears

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ext.</td>
<td>all extensions</td>
</tr>
<tr>
<td>1</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>2</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>3</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>4</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>5</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>6</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
</tbody>
</table>

#### Programmable Call Waiting

- [NEXT] [SELECT] [MEMORY] [END]
- EXT.-OFF, CO-OFF/EXT.-ON, CO-OFF/EXT.-OFF, CO-ON/EXT.-ON, CO-ON
- Until the desired extension number appears

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ext.</td>
<td>all extensions</td>
</tr>
<tr>
<td>EXT.-OFF, CO-OFF</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>EXT.-ON, CO-OFF</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>EXT.-OFF, CO-ON</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
<tr>
<td>EXT.-ON, CO-ON</td>
<td>11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26</td>
</tr>
</tbody>
</table>
### STEPS REQUIRED TO CHANGE PROGRAM

#### Delayed Ringing Assignment

**TO SET** | **PROGRAM ADDRESS** | **STEP**
---|---|---
Delayed Ringing Assignment | [17] |  

**[NEXT] [A-F] [MEMORY] [END]**

- **dial the CO number**
- **until the desired extension number appears**

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extensions</td>
<td>all extensions</td>
</tr>
<tr>
<td>**** (none)</td>
<td></td>
</tr>
<tr>
<td>CO 1</td>
<td></td>
</tr>
<tr>
<td>CO 2</td>
<td></td>
</tr>
<tr>
<td>CO 3</td>
<td></td>
</tr>
<tr>
<td>CO 4</td>
<td></td>
</tr>
<tr>
<td>CO 5</td>
<td></td>
</tr>
<tr>
<td>CO 6</td>
<td></td>
</tr>
</tbody>
</table>

#### Delayed Ringing Count Selection

**TO SET** | **PROGRAM ADDRESS** | **STEP**
---|---|---
Delayed Ringing Count Selection | [18] |  

**[SELECT] [MEMORY] [END]**

- **AFTER 1 RING**
- **AFTER 2 RINGS**
- **AFTER 3 RINGS**
- **AFTER 4 RINGS**

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>After 1 ring</td>
<td></td>
</tr>
<tr>
<td>After 2 rings</td>
<td></td>
</tr>
<tr>
<td>After 3 rings</td>
<td></td>
</tr>
<tr>
<td>After 4 rings</td>
<td></td>
</tr>
</tbody>
</table>

#### Intercom Alering Mode

**TO SET** | **PROGRAM ADDRESS** | **STEP**
---|---|---
Intercom Alering Mode | [19] |  

**[NEXT] [SELECT] [MEMORY] [END]**

- **TONE CALL/VOICE CALL**
- **until the desired extension number appears**

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extensions</td>
<td>all extensions</td>
</tr>
<tr>
<td>Tone call</td>
<td></td>
</tr>
<tr>
<td>Voice call</td>
<td></td>
</tr>
</tbody>
</table>

#### Programmable Doorphone

**TO SET** | **PROGRAM ADDRESS** | **STEP**
---|---|---
Programmable Doorphone | [20] |  

**[NEXT] [SELECT] [MEMORY] [END]**

- **D-PHONE 1, 2/12**
- **deny the ringing**
- **until the desired extension number appears**

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extensions</td>
<td>all extensions</td>
</tr>
<tr>
<td>Doorphone 1</td>
<td></td>
</tr>
<tr>
<td>Doorphone 2</td>
<td></td>
</tr>
<tr>
<td>Deny the ringing</td>
<td></td>
</tr>
</tbody>
</table>

#### Dial Call Pickup Group Assignment

**TO SET** | **PROGRAM ADDRESS** | **STEP**
---|---|---
Dial Call Pickup Group Assignment | [21] |  

**[NEXT] [A-D] [MEMORY] [END]**

- **dial the pickup group number**
- **until the desired extension number appears**

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extensions</td>
<td>all extensions</td>
</tr>
<tr>
<td>Pickup Group 1</td>
<td></td>
</tr>
<tr>
<td>Pickup Group 2</td>
<td></td>
</tr>
<tr>
<td>Pickup Group 3</td>
<td></td>
</tr>
<tr>
<td>Pickup Group 4</td>
<td></td>
</tr>
</tbody>
</table>

#### Account Code Input Mode

**TO SET** | **PROGRAM ADDRESS** | **STEP**
---|---|---
Account Code Input Mode | [22] |  

**[NEXT] [SELECT] [MEMORY] [END]**

- **OPTION/FORCED**
- **until the desired extension number appears**

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extensions</td>
<td>all extensions</td>
</tr>
<tr>
<td>Option</td>
<td></td>
</tr>
<tr>
<td>Forced</td>
<td></td>
</tr>
</tbody>
</table>
## STEPS REQUIRED TO CHANGE PROGRAM

### Duration Time Count Start Mode

<table>
<thead>
<tr>
<th>[SELECT] [MEMORY] [END]</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instantly</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SS after dial</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10S after dial</td>
<td>×</td>
<td></td>
</tr>
</tbody>
</table>

### SMODR Communication Parameters

(Carriage return for a new line)

<table>
<thead>
<tr>
<th>[SELECT] [MEMORY]</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>CR+LF</td>
<td>×</td>
<td></td>
</tr>
<tr>
<td>CR</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Baud rate)

<table>
<thead>
<tr>
<th>[NEXT] [SELECT] [MEMORY]</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>110B</td>
<td>110B</td>
<td>×</td>
</tr>
<tr>
<td>150B</td>
<td>150B</td>
<td></td>
</tr>
<tr>
<td>300B</td>
<td>300B</td>
<td></td>
</tr>
<tr>
<td>600B</td>
<td>600B</td>
<td></td>
</tr>
<tr>
<td>1200B</td>
<td>1200B</td>
<td></td>
</tr>
<tr>
<td>2400B</td>
<td>2400B</td>
<td></td>
</tr>
<tr>
<td>4800B</td>
<td>4800B</td>
<td></td>
</tr>
<tr>
<td>9600B</td>
<td>9600B</td>
<td></td>
</tr>
</tbody>
</table>

(Word length)

<table>
<thead>
<tr>
<th>[NEXT] [SELECT] [MEMORY]</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 Bits</td>
<td>7 Bits</td>
<td>×</td>
</tr>
<tr>
<td>8 Bits</td>
<td>8 Bits</td>
<td></td>
</tr>
</tbody>
</table>

(Parity)

<table>
<thead>
<tr>
<th>[NEXT] [SELECT] [MEMORY]</th>
<th>Default</th>
<th>None</th>
<th>Mark</th>
<th>Space</th>
<th>Even</th>
<th>Odd</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Stop bit length)

<table>
<thead>
<tr>
<th>[NEXT] [SELECT] [MEMORY]</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Bit</td>
<td>1 Bit</td>
<td>×</td>
</tr>
<tr>
<td>2 Bits</td>
<td>2 Bits</td>
<td></td>
</tr>
</tbody>
</table>

(Page length)

<table>
<thead>
<tr>
<th>[NEXT] [AB] [MEMORY]</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 through 199 lines</td>
<td>Lines per page</td>
<td>66</td>
</tr>
</tbody>
</table>

(Skip perforation)

<table>
<thead>
<tr>
<th>[NEXT] [AB] [MEMORY] [END]</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 through 95 lines</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### System Data Dump

<table>
<thead>
<tr>
<th>[SELECT] [MEMORY] [END]</th>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**START OUTPUT**

<table>
<thead>
<tr>
<th>[MEMORY] [END]</th>
<th>[SELECT] [MEMORY] [END]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**STOP OUTPUT**

until the STOP appears
## Steps Required to Change Program

<table>
<thead>
<tr>
<th>TO SET</th>
<th>PROGRAM ADDRESS</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SMDR Incoming/Outgoing Selection</strong></td>
<td>[26]</td>
<td>Select [MEMORY] [NEXT] [SELECT] [MEMORY] [END]</td>
</tr>
<tr>
<td></td>
<td></td>
<td>&quot;OUTGOING: ONOFF/TOLL&quot; &quot;INCOMING: ONIOFF&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Outgoing</strong></td>
</tr>
<tr>
<td>Default</td>
<td></td>
<td>ON</td>
</tr>
<tr>
<td>To make program change</td>
<td></td>
<td>x</td>
</tr>
</tbody>
</table>

| **Automatic Answering**            | [27]            | Select [MEMORY] [END]  |
| (Automatic/Manual) Selection       |                 | "AUTO ANSWER/MAN ANSWER" |
|                                    |                 | until the desired extension number appears |
|                                    |                 | **Default** | **To make program change** |
| Extensions                         |                 | all extensions | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| Automatic                          |                 | x  |     |     |     |     |     |     |
| Manual                             |                 |     |     |     |     |     |     |     |     |

| **Hold Recall Time Set**           | [28]            | Select [MEMORY] [END]  |
|                                    |                 | "30SEC 1 MIN/2 MIN/3 MIN/4 MIN/5 MIN/DISABLE" |
|                                    |                 | **Default** | **To make program change** |
|                                    |                 | 30 seconds | 1 minute | 2 minutes | 3 minutes | 4 minutes | 5 minutes | Disable |
| Default                            |                 | x  |     |     |     |     |     |     |
| To make program change             |                 |     |     |     |     |     |     |     |

| **Programmable External Paging**   | [29]            | Select [MEMORY] [END]  |
| Access Tone                        |                 | "ENABLE/DISABLE" |
|                                    |                 | **Default** | **To make program change** |
| Enable                             |                 | x  |     |     |     |     |     |
| Disable                            |                 |     |     |     |     |     |     |     |

| **Programmable Secret Speed Dial** | [30]            | Select [MEMORY] [END]  |
|                                    |                 | "NO SECRET/SECRET" |
|                                    |                 | **Default** | **To make program change** |
| No secret                          |                 | x  |     |     |     |     |     |     |
| Secret                             |                 |     |     |     |     |     |     |     |

| **Hookswitch Flash Timing**        | [31]            | Select [MEMORY] [END]  |
|                                    |                 | "300 MS/600 MS/900 MS" |
|                                    |                 | until the desired CO number appears |
|                                    |                 | **Default** | **To make program change** |
| CO(t)                              |                 | all CO's | 1 | 2 | 3 | 4 | 5 | 6 |
| 300 msec                           |                 | x  |     |     |     |     |     |     |
| 600 msec                           |                 |     |     |     |     |     |     |     |
| 900 msec                           |                 |     |     |     |     |     |     |     |

| **Disconnect Time**                | [32]            | Select [MEMORY] [END]  |
|                                    |                 | "1.5 SEC/4.0 SEC" |
|                                    |                 | until the desired CO number appears |
|                                    |                 | **Default** | **To make program change** |
| CO(t)                              |                 | all CO's | 1 | 2 | 3 | 4 | 5 | 6 |
| 1.5 sec                            |                 | x  |     |     |     |     |     |     |
| 4.0 sec                            |                 |     |     |     |     |     |     |     |

<p>| <strong>Calling Party Control (CPC) Signal</strong> | [33]         | Select [MEMORY] [END]  |
|                                       |               | &quot;ENABLE/DISABLE&quot; |
|                                       |               | until the desired CO number appears |
|                                       |               | <strong>Default</strong> | <strong>To make program change</strong> |
| CO(t)                                |               | all CO's | 1 | 2 | 3 | 4 | 5 | 6 |
| Enable                               |               | x  |     |     |     |     |     |     |
| Disable                              |               |     |     |     |     |     |     |     |</p>
<table>
<thead>
<tr>
<th>TO SET</th>
<th>PROGRAM ADDRESS</th>
<th>STEPS REQUIRED TO CHANGE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>DSS Button Mode</td>
<td>[34]</td>
<td>[SELECT] [MEMORY] [END]&lt;br&gt;----- WITHOUT TRANSFER/WITH TRANSFER</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Without transfer&lt;br&gt;Default</td>
</tr>
<tr>
<td>DTMF Receiver Check</td>
<td>[35]</td>
<td>[SELECT] [MEMORY] [END]&lt;br&gt;----- ENABLE/DISABLE&lt;br&gt;----- until the desired DTMF receiver appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>DTMF receiver&lt;br&gt;Default</td>
</tr>
<tr>
<td>Transfer Recall Time</td>
<td>[36]</td>
<td>[SELECT] [MEMORY] [END]&lt;br&gt;----- 30 SEC/2 MIN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>30 seconds&lt;br&gt;Default</td>
</tr>
<tr>
<td>Standard Telephone Connection with Proprietary Telephone</td>
<td>[37]</td>
<td>[SELECT] [MEMORY] [END]&lt;br&gt;----- ENABLE/DISABLE&lt;br&gt;----- until the desired extension number appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Extension&lt;br&gt;Default</td>
</tr>
<tr>
<td>F1/SAVE Selection</td>
<td>[38]</td>
<td>[SELECT] [MEMORY] [END]&lt;br&gt;----- FEATURE KEYSAVE KEY&lt;br&gt;----- until the desired extension number appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Feature key&lt;br&gt;Default</td>
</tr>
<tr>
<td>F3/FWD Selection</td>
<td>[39]</td>
<td>[SELECT] [MEMORY] [END]&lt;br&gt;----- FEATURE KEY/_FWD, DND KEY&lt;br&gt;----- until the desired extension number appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Extension&lt;br&gt;Default</td>
</tr>
<tr>
<td>Programmable Executive Override</td>
<td>[40]</td>
<td>[SELECT] [MEMORY] [END]&lt;br&gt;----- ENABLE/DISABLE&lt;br&gt;----- until the desired extension number appears</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Extension&lt;br&gt;Default</td>
</tr>
</tbody>
</table>
### TO-SET PROGRAM

#### STEPS REQUIRED TO CHANGE PROGRAM

<table>
<thead>
<tr>
<th>Description</th>
<th>Start Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automatic Designated CO Line Access</td>
<td>[41]</td>
</tr>
<tr>
<td>Programmable Call Waiting Tone</td>
<td>[42]</td>
</tr>
<tr>
<td>Door Opener Assignment</td>
<td>[43]</td>
</tr>
<tr>
<td>Carrier Codes Assignment</td>
<td>[45]</td>
</tr>
<tr>
<td>System Clear</td>
<td>[99]</td>
</tr>
</tbody>
</table>

#### Automatic Designated CO Line Access

```
[NEXT] [C..H] [MEMORY] [END]
```

- dial the CO number
- until the desired extension number appears

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extensions</td>
<td>all extensions</td>
</tr>
<tr>
<td>CO 1</td>
<td>x</td>
</tr>
<tr>
<td>CO 2</td>
<td>x</td>
</tr>
<tr>
<td>CO 3</td>
<td>x</td>
</tr>
<tr>
<td>CO 4</td>
<td>x</td>
</tr>
<tr>
<td>CO 5</td>
<td>x</td>
</tr>
<tr>
<td>CO 6</td>
<td>x</td>
</tr>
</tbody>
</table>

#### Programmable Call Waiting Tone

```
[NEXT] [SELECT] [MEMORY] [END]
```

- TONE 1/TONE 2
- until the desired extension number appears

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extensions</td>
<td>all extensions</td>
</tr>
<tr>
<td>Tone 1</td>
<td>x</td>
</tr>
<tr>
<td>Tone 2</td>
<td></td>
</tr>
</tbody>
</table>

#### Door Opener Assignment

```
[NEXT] [SELECT] [MEMORY] [END]
```

- D-OPENER 1, 211... (not assigned)
- until the desired extension number appears

<table>
<thead>
<tr>
<th>Default</th>
<th>To make program change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extensions</td>
<td>all extensions</td>
</tr>
<tr>
<td>not assigned</td>
<td></td>
</tr>
<tr>
<td>Door opener 1</td>
<td></td>
</tr>
<tr>
<td>Door opener 2</td>
<td></td>
</tr>
</tbody>
</table>

#### Carrier Codes Assignment

```
[NEXT] [C] [MEMORY] [END]
```

- carrier code with up to 10 digits
- until the desired location number appears

<table>
<thead>
<tr>
<th>location number</th>
<th>carrier code</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
<td></td>
</tr>
<tr>
<td>01</td>
<td></td>
</tr>
<tr>
<td>02</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td></td>
</tr>
<tr>
<td>04</td>
<td></td>
</tr>
</tbody>
</table>

#### System Clear

```
[MEMORY] [END]
```

---

Panasonic Company
Division of Matsushita Electric Corporation of America

One Panasonic Way, Secaucus, New Jersey 07094

Panasonic Company (West) of America
Division of Matsushita Electric Corporation of America

6550 Katella Avenue, Cypress, California 90630

Panasonic Sales Company ("PSC")
Division of Matsushita Electric of Puerto Rico, Inc.
San Gabriel Industrial Park, 65th Infantry Avenue, KM 9.5, Carolina, P.R. 00630

Printed in United Kingdom
STATION USER GUIDE

For touch tone and rotary telephone

Panasonic
EASA-PHONE

KX-T61610

See this Station User Guide when you use a touch tone or rotary telephone as an extension.
Basic Operation

Quick Reference Card ............ 2

To Make Calls
Inter Office Calling (Intercom) .... 6
Outward Dialing .............. 6
Speed Dialing ............. 7
Calling Doorphone ........... 7

When a Line is Busy
Automatic Call Back Busy (Camp-on) ... 8
Busy Station Signaling ........ 9
Last Number Redial ........... 9

To Receive Calls
Answer ................... 10
Dial Call Pickup ........... 10
Directed Call Pickup ........ 10
Call Park Retrieve .......... 11
Doorphone ................. 11

While Having a Conversation
Call on Hold ................ 12
Call Splitting ............... 12
Conference ................. 13
Call Waiting ............... 13
Call Transfer ............... 14

Detailed Operation

Use of Other Features
Paging All Extensions ........ 15
Paging Group ............. 15
Paging-External ........... 16
Paging and Transfer ........ 16
Paging-Answer ............ 17
Intercom Alerting Mode .... 17
External Feature Access ... 18
Pulse/Tone Conversion ... 19
Account Code ............. 20

Station Programming
Call Forwarding .................. 22
Dial Call Pickup Deny ........ 23
Do not Disturb ................ 24
Data Line Security ........... 25
Pickup Dial ................ 26
Station Program Clear ..... 28

Quick Reference Card

TO MAKE CALLS

- Lift the handset first.
- After finishing your conversation, hang up the handset.

INTER OFFICE CALLING
(Intercom)
Dial extension number (11 through 26)

OUTWARD DIALING
Automatic Line Access
Dial phone number (0 through 26)

Individual Line Access
Dial CO number (1 through 8)
Dial phone number

SPEED DIALING
(A rotary phone will not function.)
Dial speed access code (00 through 99)

CALLING DOORPHONE
For doorphone 1
For doorphone 2

- Lift handset "#"
- You may dial "80" instead of pressing the "#" button.
## TO RECEIVE CALLS

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ANSWER</strong></td>
<td>Lift handset</td>
</tr>
<tr>
<td><strong>DIAL CALL PICKUP</strong></td>
<td>Lift handset &lt;CH1&gt; 4 &lt;UTE&gt; 0</td>
</tr>
<tr>
<td><strong>DIRECTED CALL PICKUP</strong></td>
<td>Lift handset &lt;CH1&gt; 4 Dial ringing extension number</td>
</tr>
<tr>
<td><strong>CALL PARK RETRIEVE</strong></td>
<td>Lift handset &lt;KLL&gt; 5 Dial parked extension number or Lift handset &lt;KLL&gt; 5 &lt;TUP&gt; 8 Dial parked CO number</td>
</tr>
</tbody>
</table>

## WHILE HAVING A CONVERSATION

<table>
<thead>
<tr>
<th><strong>CALL ON HOLD</strong></th>
<th>Flash hookswitch</th>
<th>Hear 2 beeps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>To hold</strong></td>
<td>Flash hookswitch</td>
<td></td>
</tr>
<tr>
<td><strong>To cancel</strong></td>
<td>Flash hookswitch</td>
<td></td>
</tr>
<tr>
<td><strong>CALL SPLITTING</strong></td>
<td>Flash hookswitch</td>
<td>Dial 2nd party • To alternate, flash the hookswitch repeatedly</td>
</tr>
<tr>
<td><strong>CONFERENCE</strong></td>
<td>Flash hookswitch</td>
<td>Dial 2nd party Consult with 2nd party</td>
</tr>
<tr>
<td></td>
<td>Flash hookswitch</td>
<td>&lt;DEF&gt; 3</td>
</tr>
<tr>
<td><strong>CALL WAITING</strong></td>
<td>Hear a call Flash waiting tone hookswitch hand set Lift hand set</td>
<td>Hang up Lift hand set Original call will be placed on hold and the new caller can be spoken with. • To terminate the original call and talk to the 2nd party, hang up and then lift the handset. (You need not flash the hookswitch.)</td>
</tr>
</tbody>
</table>

## To Make Calls

### Inter Office Calling (Intercom)
Station to station dialing within the KX-T61610 system.

### Outward Dialing
Each extension can automatically select an idle CO (Central Office) line within the KX-T61610.

#### Automatic Line Access

- Lift the handset
- Dial extension number (11 through 26)

#### Individual Line Access

- Lift the handset
- Dial "8"
- Dial CO number (1 through 6)
- Wait for CO dial tone

An alternative method is to dial 8 and the CO number. The system will access individually any of the 6 CO's.
To Make Calls (cont.)

Speed Dialing

There are 100 memory locations of system speed dialing available.

- Lift the handset
- Press "x"
- Dial speed access code (00 through 99)

• There is no need to access a CO line.
• A rotary phone will not function for speed dialing.
• Continuous use of speed dialing is impossible.

Calling Doorphone

Up to two doorphone (KX-T30865) can be connected to the KX-T61610.

- Doorphone 1

- Lift the handset
- Dial "31"

- Doorphone 2

- Lift the handset
- Dial "32"

When a Line is Busy

Automatic Call Back Busy (Camp-on)

If the intercom extension or outside line you have dialed is busy, you will be automatically called back when the extension or the outside line becomes free using this function. This feature is also known as camp-on.

- For outside calls

<table>
<thead>
<tr>
<th>TUV</th>
<th>MNO</th>
<th>6</th>
</tr>
</thead>
</table>
| 8   | 0   | "6"

- DIAL "8"
- DIAL CO NUMBER (1 through 6)
- YOU WILL HEAR A BUSY TONE
- DIAL "6"

- Confirmation tone
- Hang up

- For intercom calls

<table>
<thead>
<tr>
<th>MNO</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>2 beeps</td>
</tr>
</tbody>
</table>

- DIAL EXTENSION NUMBER (11 through 26)
- YOU WILL HEAR A BUSY TONE
- DIAL "6"

- Confirmation tone of 2 beeps will be heard

- Hang up

- When hearing a ring back

• When intercom calls, you will hear the ring back tone.
• When outside calls, you will hear the dial tone from CO.
• Call back busy cannot be activated on an extension which has a call on hold.
• If you make or receive a call during the camp-on mode, the camp-on mode will be cancelled.
When a Line is Busy (cont.)

Busy Station Signaling

If the extension you have dialed is busy, you can inform that extension that another intercom call is waiting by three beeps. For use of this feature, the other extension is required to be set for this feature beforehand in the KX-T61610.

- DIAL EXTENSION NUMBER (11 through 26)
- YOU WILL HEAR A BUSY TONE
- DIAL "1"

- To answer, see “Call Waiting” on page 13.

Last Number Redial

The last phone number dialed on an outgoing call (CO line) can be redialed.

- LIFT THE HANDSET
- PRESS "#"

- You may dial "80" instead of pressing the "#" button.

To Receive Calls

Answer

- LIFT THE HANDSET

Dial Call Pickup

Through the use of this feature, an extension user can answer any ringing extension within their own pickup group.

- LIFT THE HANDSET
- DIAL "40"

Directed Call Pickup

An extension may answer an incoming call that is ringing at another extension regardless of the pickup group.

- LIFT THE HANDSET
- DIAL "4"
- DIAL THE RINGING EXTENSION NUMBER (11 through 26)
To Receive Calls (cont.)

Call Park Retrieve

Allows extension user to retrieve a call (intercom or outside) on hold at any extension.

**To Park a call**

- FLASH THE HOOKSWITCH
- CONFIRMATION TONE
- REPLACE HANDSET
- Do not depress the hookswitch for more than one second, or the party will be disconnected.

**To Retrieve a Parked Call at Any Other Extension**

- LIFT THE HANDSET
- DIAL "5"
- DIAL PARKED EXTENSION NUMBER
- Even when several outside calls are placed on hold simultaneously, you can retrieve the desired outside call from another extension as follows.

- LIFT THE HANDSET
- DIAL "58"
- DIAL PARKED CO NUMBER (1 through 6)

- If calls from doorphones are not answered within 15 seconds, the call will be cancelled.

While having a conversation

Call on Hold

If you wish to leave your phone unattended but want the caller you are in conversation with to wait, call on hold may be used. Intercom and outside calls may be placed on hold.

**To Place a Call on Hold**

- FLASH THE HOOKSWITCH
- CONFIRMATION TONE OF 2 BEEPS WILL BE HEARD
- Do not depress the hookswitch for more than one second, or the party will be disconnected.

**To Cancel**

- LIFT THE HOOKSWITCH

Call Splitting

Allows the station user to alternate between two parties, either intercom or outside.

- FLASH THE HOOKSWITCH
- DIAL THE SECOND PARTY
- CONSULT 2ND PARTY 1ST PARTY ON HOLD
- FLASH THE HOOKSWITCH
- 2ND PARTY ON HOLD
- 1ST PARTY IN CONSULTATION
- FLASH THE HOOKSWITCH
- 1ST PARTY ON HOLD
- 2ND PARTY IN CONSULTATION
While having a conversation (cont.)

Conference
Allows for up to a three party conference, (2-outside/1-inside), (1-outside/2-inside) or (3-inside).

FLASH THE HOOKSWITCH PLACES 1ST PARTY ON HOLD
DIAL THE 2ND PARTY
CONSULT WITH THE 2ND PARTY

FLASH THE HOOKSWITCH
DIAL "3"
3-party conference now established.

■ To Hold one Caller and Talk to the Other Caller

FLASH THE HOOKSWITCH
2ND PARTY ON HOLD
1ST PARTY IN CONSULTATION

Call Waiting
Call Waiting Tone during a conversation indicates there is a new incoming outside call or intercom call.
This feature is required to be set beforehand in the KX-T61610. For programming, see page 3-28 in installation manual.

FLASH THE HOOKSWITCH
WILL HEAR CALL WAITING TONE
HANG UP
LIFT THE HANDSET

CONSULT NEW CALLER 1ST PARTY ON HOLD

• If you use the hold button of a standard telephone, the above-mentioned feature will not function.
• To terminate the original call and return to the 2nd call, hang up and then lift the handset. (You need not flash the hookswitch.)

Call Transfer
Outside or intercom calls may be transferred to any extension manually.

■ To Transfer After the Other Extension Answers

FLASH THE HOOKSWITCH
DIAL THE EXTENSION NUMBER
ANNOUNCE AND WAIT FOR AN ANSWER
HANG UP

■ To Transfer without Announcing to the other Extension

FLASH THE HOOKSWITCH
DIAL THE EXTENSION NUMBER
HANG UP

■ To Retrieve the Call

If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you. In this case:

LIFT THE HANDSET

■ To Change the Party to Whom a Call is Transferred before Hanging up
Flash the hookswitch to retrieve the call, then repeat the procedure of Call Transfer.
Use of Other Features

Paging All Extensions
Allows paging to all extensions.

- To Access
  - LIFT THE HANDSET
  - DIAL "34"
  - CONFIRMATION TONE OF 1 BEEP WILL BE HEARD
  - PAGE
  - WAIT FOR AN ANSWER AND TALK

Page will be heard only from the built-in speaker of KX-T5630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850. It will not be heard from the built-in speaker of standard telephone.

Paging Group
Allows paging to one of four groups.

- To Access
  - LIFT THE HANDSET
  - DIAL "35"
  - CONFIRMATION TONE
  - PAGE
  - WAIT FOR AN ANSWER AND TALK

- For Pickup Group 2:
  - At step 2 above, dial 36 instead of 35.
- For Pickup Group 3:
  - At step 2 above, dial 37 instead of 35.
- For Pickup Group 4:
  - At step 2 above, dial 38 instead of 35.

Page will be heard only from the built-in speaker of KX-T5630, KX-T61620, KX-T61650, KX-T30830, KX-T30820 or KX-T30850. It will not be heard from the built-in speaker of standard telephone.

Paging-External
Allows access to external paging equipment.

- To Access
  - LIFT THE HANDSET
  - DIAL "33"
  - CONFIRMATION TONE
  - PAGE
  - WAIT FOR CONFIRMATION TONE AND TALK OR HANG UP

Page will be heard from external paging equipment.

Paging and Transfer

- To Transfer a Call to the Paged Person
  - FLASH HOOKSWITCH TO PLACE A CALL ON HOLD
  - DIAL "34"
  - CONFIRMATION TONE
  - PAGE
  - WAIT FOR AN ANSWER AND HANG UP

- At step 2 above, you may dial 35, 36, 37, 38 or 33 instead of 34 for the correct pickup group.
Use of Other Features (cont.)

Paging-Answer
A page from built-in speaker or external paging equipment can be answered from any extension.

LIFT THE HANDSET

DIAL "43"

CONFIRMATION TONE OF 1 BEEP WILL BE HEARD

TALK

External Feature Access
Allows the extension user to access features of the central office or host PBX. (e.g. CALL WAITING FEATURE can be supplied by the Central Office.)

• The external feature (call waiting) can only be accessed when engaged on an outside call.

Call Waiting—Outside Line

- The following example shows you one of the procedures.

WILL HEAR A CALL WAITING TONE

FLASH THE HOOKSWITCH

DIAL "0"

CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD

FLASH THE HOOKSWITCH

DIAL "0"

CONSULT WITH THE ORIGINAL CALLER WHILE THE 2ND CALL IS ON HOLD

(If the calling party on hold hangs up, the line is terminated.)

• Flashing the hookswitch and dialing "0" means flash operation.
• If the KX-T61610 is connected to a host PBX and a flash operation is required, follow the procedure of flash operation which is required for the host PBX.

Intercom Alerting Mode
"Voice alerting" (through built-in speaker) that is established at the called party’s extension, can be switched to "Tone alerting" (ringing).

• This feature is required to be set beforehand in the KX-T61610. For programming, see page 3-31 in installation manual.

Switching to Tone Alerting

LIFT THE HANDSET

DIAL EXTENSION NUMBER (11 through 28)

WAIT UNTIL A CONFIRMATION TONE IS HEARD

PRESS "*"

RING BACK TONE

• A rotary phone will not function with this feature.
• Press the "*" button within 10 seconds after the dialing.
Use of Other Features (cont.)

Pulse/Tone Conversion

If the dialing mode is required to change from the pulse mode to the tone mode in one dialing sequence, this feature is used.
(e.g. computer-accessed long distance service)

- When you dial using this feature, you must use the line selected in the pulse mode.
- Phone number after dialing "* #" will be changed to the tone mode.
- A rotary phone will not function with this feature.
- Press the "*" and "#" buttons within 5 seconds after the number of the long distance service company.

- If you use a standard telephone equipped with automatic dialer, be careful of the following:
  Example: Computer-accessed long distance service
  - Local access telephone number of the alternate long distance service company 765-4321,
    Authorization no. 0123456,
    Long distance no. 543-210-9876
  - Pulse mode is required by local access telephone number of the alternate long distance service company.
  - Service of MCI, SPRINT, METRO or other systems is used.

Account Code

This feature gives each message of the SMDR an account code of the called or calling party.
(Station Message Detail Recording—SMDR is cost saving feature that records all incoming and outgoing calls through the CO line.)

This feature has two modes "Forced" and "Option". In the "Forced" mode, the account code must be entered every time the extension user dials. In the "Option" mode, account code may be entered when a record of the account code is needed. When setting to the "Forced" mode, see page 3-34 in INSTALLATION MANUAL.

Forced Mode

- Making a Call

<table>
<thead>
<tr>
<th>LIFT THE HANDSET</th>
<th>&quot;DIAL&quot;9</th>
<th>DIAL &quot;*&quot;</th>
<th>AGAIN (intermittent tone is heard)</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIAL THE ACCOUNT CODE</td>
<td>Account code is 4 digits.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WAIT FOR CO. DIAL TONE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DIAL TELEPHONE NUMBER</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Account code must be required 4 numerical digits except for the [0] and [2] buttons.
- You may dial 81 through 86 instead of dialing 9.

- Receiving a Call

If you want to record a calling party's account code in the SMDR, follow the below-mentioned procedure. Within 30 seconds after calling party hangs up,

<table>
<thead>
<tr>
<th>FLASH THE HOOKSWITCH</th>
<th>DIAL &quot;*&quot;</th>
<th>AGAIN</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIAL THE ACCOUNT CODE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Dialing the account code must be done before hanging up.
Use of Other Features (cont.)

**Option Mode**

- **Making or Receiving a Call**

If you want to record a calling or called party's account code in the SMDR, follow the below-mentioned procedure. Within 30 seconds after calling or called party hangs up,

FLASH THE HOOKSWITCH  DIAL "*"  AGAIN  DIAL THE ACCOUNT CODE (Account code is 4 digits)

- Dialing the account code must be done before hanging up.

- You may dial 49 instead of pressing the button.
- Account code must be 4 digits.
- If you enter a wrong account code, press the button and enter the correct code.

---

Station Programming

You may dial "0" instead of pressing the "#" button.

**Call Forwarding**

Intercom or outside calls to your extension can be automatically forwarded to any extension within the system.

- **Setting**

LIFT THE HANDSET  DIAL "71"  DIAL THE EXTENSION NUMBER

DIAL "#"  HANG UP

- **To Cancel**

LIFT THE HANDSET  DIAL "70#"  HANG UP
Dial Call Pickup Deny

Allows you to prohibit any other extension user from answering calls directed to you.

<table>
<thead>
<tr>
<th>Setting</th>
<th>LIFT THE HANDSET</th>
<th>DIAL &quot;731#&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td>#</td>
<td></td>
<td>HANG UP</td>
</tr>
</tbody>
</table>

To Cancel

<table>
<thead>
<tr>
<th>Setting</th>
<th>LIFT THE HANDSET</th>
<th>DIAL &quot;730#&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td>#</td>
<td></td>
<td>HANG UP</td>
</tr>
</tbody>
</table>

Do not Disturb

Each extension can be individually programmed from receiving outside or intercom calls.

<table>
<thead>
<tr>
<th>Setting</th>
<th>LIFT THE HANDSET</th>
<th>DIAL &quot;710#&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td>#</td>
<td></td>
<td>HANG UP</td>
</tr>
</tbody>
</table>

To Cancel

<table>
<thead>
<tr>
<th>Setting</th>
<th>LIFT THE HANDSET</th>
<th>DIAL &quot;70#&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td>#</td>
<td></td>
<td>HANG UP</td>
</tr>
</tbody>
</table>
Station Programming (cont.)

Data Line Security
This feature provides security when transmitting data through an extension of the KX-T61610. Call waiting tones or hold time reminder tone from the KX-T61610 are prohibited in this mode.

<table>
<thead>
<tr>
<th>Setting</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIFT THE HANDSET</td>
</tr>
</tbody>
</table>

Hang up

<table>
<thead>
<tr>
<th>To Cancel</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIFT THE HANDSET</td>
</tr>
</tbody>
</table>

To Enable or Disable

To enable pickup dial

| LIFT THE HANDSET | DIAL "761#" | HANG UP |

To disable pickup dial

| LIFT THE HANDSET | DIAL "760#" | HANG UP |

Pickup Dial
Picking up the handset automatically dials a programmed phone number.

<table>
<thead>
<tr>
<th>To Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIFT THE HANDSET</td>
</tr>
</tbody>
</table>

# DIAL "#" | HANG UP

*You may dial CO number (8 or 81 through 86) instead of extension number.
Station Programming (cont.)

To Dial

If the "Pickup Dial" feature did not work, hang up for over 1 second, and lift the handset again.

PICKUP HANDSET
FOR 4-SECONDS

- Dialing (speed dialing and manual dialing) is possible within 3 seconds.
- When you program for an outside call, enter the line access number, [*] [*], account code, and then the desired number.
- The pickup dial will not be activated by picking up the handset during a hold or when receiving a call.
- A rotary phone is not available for Pickup Dial.
- You can not dial "0" instead of pressing the "#" button.

Station Program Clear

Dialing (79#) will clear station programs on that extension.
- The following feature can be canceled.
  Call Forwarding
  Data Line Security
  Dial Call Pickup Deny
  Do not Disturb
  Pickup Dial (Enable mode)

- If the dial tone (continuous tone) changes to a reorder tone (intermittent tone) or a mistake is made, hang up and start again.
- Various activation tones and Ringing will be heard. (Refer to page 6-6 in INSTALLATION MANUAL.)
- If your phone has a FLASH button, depress it instead of flashing the hookswitch.
Contents

Absent messages capability........1232 only 11
Auto Answering Selection (CO)........9
Auto Answer Intercom call..........7
Auto call-back busy (Camp On)........2
Auto Central Office (CO) line hunting......7
Automatic redial......................11
Background music.....................6
Busy station signalling................6
Call forwarding........................13
Call Door box / Door Opener..............7
Call pickup (from another ringing phone)....2
Call splitting..........................8
Call waiting programming........1232 only 13
Camping onto a busy extension line........2
Camping onto a busy CO line........2
Conferencing........................10
Data Line Security....................15
Do Not Disturb........................7
DSS console operation........616/1222 12
Flash Key..............................5
Flexible CO and Message buttons
  Resetting CO buttons.................6
  Change CO button to DSS/BLF.........6
  Change CO button to One Touch Dial 6
  Resetting Message Button...........6
Function button programming.............10
Hold / Exclusive hold..................5
Intercom answer mode.................7
Intercom alerting (station setting)....1232 only 14
Last number redial...................11
Locking your station (Electronically)....9
Making calls...........................2
Message button programming........1232 only 6
Message waiting setting........1232 only 11
Mode Check..........................15
One touch dial buttons...............4
Paging..................................3
Paging All Extension and External......1232 only 4
Paged call pickup....................4
Saved number redial..................10
Station program clear................14
Speed dialling........................2
Time / Day Display toggle........15
Transferring calls....................4
### Making Calls

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intercom Calling - Extension to extension calling within the system.</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE'</td>
</tr>
<tr>
<td>Outside Line Calling - Extension to outside (CO) line. Dial 9 for any available CO line. Dial 81 for trunk group 1. Dial 82 for trunk group 2 etc.</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE'</td>
</tr>
</tbody>
</table>

#### Automatic Call-back Busy (Camp-on)

Camp On - If all CO lines or the extension you are calling is busy the system will call you back when a CO line is free or the extension is no longer busy.

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Camp On - If all CO lines or the extension you are calling is busy the system will call you back when a CO line is free or the extension is no longer busy.</td>
<td>HEAR BUSY TONE</td>
</tr>
</tbody>
</table>

#### Call Pickup

Call Pickup allows you to answer any on-hook, ringing extension in your extension group.

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call Pickup allows you to answer any on-hook, ringing extension in your extension group.</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE'</td>
</tr>
</tbody>
</table>

Directed Call Pickup allows you to answer any on-hook, ringing extension on the system.

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Directed Call Pickup allows you to answer any on-hook, ringing extension on the system.</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE'</td>
</tr>
</tbody>
</table>

#### Speed Dialling

System Speed Dial allows you to access the pool of numbers that are stored on your system. NOTE: Telephone numbers can only be stored at system programming station.

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Speed Dial allows you to access the pool of numbers that are stored on your system.</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE'</td>
</tr>
</tbody>
</table>

### Paging

#### Paging - External
Your facility must be equipped with an external paging system(s).

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paging - External Your facility must be equipped with an external paging system(s).</td>
<td>3 3</td>
</tr>
</tbody>
</table>

#### Paging All Extensions or Group
Your system must be programmed for different paging zones for this feature. See Installation manual for default setting and programming instructions.

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paging All Extensions or Group Your system must be programmed for different paging zones for this feature. See Installation manual for default setting and programming instructions.</td>
<td>308/616</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1232</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE'</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>308</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE'</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>616</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE'</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1232</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE'</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 3 1 to 8</td>
<td>PAGES GROUP #1 to #6</td>
</tr>
</tbody>
</table>
### Paging All Extensions and External

Paging ALL - Pages all proprietary telephones and PA systems.

**Paged Call Pickup**

Paged Call Pickup - Allows you to answer an ongoing page and speak to person making the page.

**Transferring Calls**

Transferring a call to Another Station The transfer mode must be set at the system programming station.

**Background Music**

Background Music - If your system has a music on hold source then individual proprietary stations can be set to play the music from the built in speaker of the telephones. Background music will play until your phone rings or you initiate a call.

**One-touch Dial Buttons**

Pre-programmed CO, Function or MESSAGE buttons can be used to make calls or set system features using one key press.

---

### FLASH Key

FLASH Key - To get dial tone on an outside line after the party on the other end has hung up or to use other external features such as conferencing provided by the local telephone company.

### Hold / Exclusive Hold

Hold allows you to place a CO line or Intercom call on hold. The CO you have placed on hold will flash Green at your station and flash Red at all others.

Retrieving Calls on Hold allows you to pickup calls that have been placed on normal hold at your or another extension.

Exclusive Hold allows you to place a CO or Intercom calls on hold that can only be retrieved from your extension. The CO you have placed on hold will flash Green at your extension and remain Red at all others.
Flexible CO & Message Buttons

**FEATURE**  **KEY SEQUENCE**

Resetting CO button OR re-assigning CO numbers.
- **NOTE:** SET / PROGRAM switch can be found at rear of station.

Changing CO & MESSAGE button to DSS/BLF (Direct Station Select / Busy Lamp Field) - Allows you to call another station using one key and indicates if that station is busy.

Changing CO & MESSAGE button to One-touch Dialling - To store a phone number or programmable function to a CO or MESSAGE button on your phone.
- **NOTE:** Entering a 9 before your telephone number will tell system to auto-select any available CO line. Dial 81,82 etc to select CO line 1 or 2 etc

Re-setting MESSAGE button - changes a previously programmed MESSAGE button back to message feature.

Busy Station Signalling

Busy station signalling - If a called station is busy then a call waiting tone can be initiated indicating to the busy station that another station is trying to call.

- **NOTE:** Your system must be programmed to allow you to use this feature.

Do Not Disturb

**FEATURE**  **KEY SEQUENCE**

Do Not Disturb feature will stop your station ringing on incoming calls. Intercom dial tone will beep twice when you pick up to remind you that this feature is set.

- **NOTE:** If your station does not have a FWD/DND button then F3 can be programmed to perform this function. See Installation manuals.

Auto CO Hunting

**FEATURE**  **KEY SEQUENCE**

Auto-CO Hunting Your proprietary station can be set to automatically select a free CO line when you pick up the handset or press SP-PHONE.

- **NOTE:** After setting this feature you must press the INTERCOM button to access other system features (eg to cancel feature)

Automatic Answer Intercom

Automatic answer mode allows you to choose between answering intercom calls by lifting handset or automatically answering using the SP-PHONE facility

- **NOTE:** This feature is not available on KX-T7050/55

Doorbox & Door Opener

Answering Doorbox #1 or #2

- **LIFT HANDSET OR PRESS 'SP-PHONE'**
### Doorbox & Door Opener (cont)

**Calling Doorbox #1 or #2 - To speak to someone through a doorbox without them pressing the phone button first.**

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>308/616</td>
<td>LIFT HANDSET OR PRESS 'SP-PHONE' 3 1 or 2 DIAL FOR DOORBOX #1 or #2</td>
</tr>
</tbody>
</table>

**1232**

| LIFT HANDSET OR PRESS 'SP-PHONE' 3 1 1 or 2 DIAL FOR DOORBOX #1 or #2 |

**Opening Door #1 or #2 while speaking to the doorbox - (Your system must be equipped with doorbox(s) and door opener for this feature.)**

| 5 WHILE TALKING TO DOORBOX. |

**Activating door opener #1 or #2 without talking to door phone.**

| LIFT HANDSET OR PRESS 'SP-PHONE' 'MONITOR' 5 5 1 or 2 DIAL TO OPEN DOOR #1 OR #2 |

### Call Splitting

**Call Splitting Intercom Calls - allows you to switch between two different intercom conversations.**

| LIFT HANDSET OR PRESS 'SP-PHONE' 1 2 3 MAKE 1st PARTY CALL |
| HOLD |
| 4 5 6 PLACE 1st PARTY ON HOLD |
| 7 8 9 MAKE 2nd PARTY CALL |
| HOLD |

**Call Splitting Between CO & Intercom - allows you to switch between a CO line and intercom call.**

| HOLD |
| 1 2 3 MAKE 1st PARTY |
| HOLD |
| 4 5 6 PLACE |
| 7 8 9 MAKE 2nd PARTY |
| PRESS INTERCOM |
| CO |

### Automatic Answering Selection

**Auto-Pick-Up of CO lines can be enabled/disabled allowing you to choose if you wish incoming CO calls to be answered on picking up handset/SP-PHONE or by first pressing the flashing CO button.**

**NOTE:** Your extension must be programmed to receive CO calls. SET / PROGRAM switch can be found at the rear of the station.

### Locking Your Station (Electronically)

**Station Locking - allows users to prevent unauthorised outgoing calls until lock code is entered (Incoming & Intercom calls are as normal)**

**WARNING:** If number is forgotten, station will have to be reset from System Programming Station.

**Station Unlocking - cancels above feature.**

| LIFT HANDSET OR PRESS 'SP-PHONE' 6 1 2 3 4 5 # LOCK CODE 000 TO 999 REPEAT CODE |

**1232**

| LIFT HANDSET OR PRESS 'SP-PHONE' 7 7 1 2 3 4 5 # LOCK CODE 000 TO 999 REPEAT CODE |

**1232**

| LIFT HANDSET OR PRESS 'SP-PHONE' 6 1 2 3 4 5 # DIAL LOCK CODE 000 TO 999 |

**1232**

| LIFT HANDSET OR PRESS 'SP-PHONE' 7 7 1 2 3 4 5 # DIAL LOCK CODE 000 TO 999 |

### Automatic Answering Selection

**308/616**

**Must be set at system programming station. See Installation manuals.**

**1232**

| 2 1 or 2 SP-PHONE |
Conferencing

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conference allows you to set up a free party conference call. The call can be between (3 inside), (2 inside 1 outside) or (1 inside / 2 outside).</td>
<td><img src="image1.png" alt="Diagram" /></td>
</tr>
</tbody>
</table>

Conference splitting allows you to split a (1 inside and 2 outside) conference call. After hanging up or pressing the CO button of the 2nd party, the first call is terminated.

Function Button Programming

- (function) Buttons - allow you to store telephone numbers or system features for one-touch operation.

NOTE: SET / PROGRAM switch on rear of the station.

Saved Number Redial

Temporary Number Save - allows you to store a number and redial it at any time.

NOTE: If your station does not have a save button, F1 can be programmed to perform this function. See Installation manuals.

Automatic Redial of Temporary Saved Number - redials the saved number using the F1/SAVE button.

Automatic / Last Number Redial

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automatic Redial of last CO call - allows you to redial last number with one key press.</td>
<td><img src="image2.png" alt="Diagram" /></td>
</tr>
</tbody>
</table>

NOTE: Lifting the handset will set the system to call once. By pressing the SP-PHONE key, the system will redial number up to 15 times if the called number is busy.

Message Waiting (1232 only)

Set Message Waiting allows you to send a signal to a busy or non-answering station and turns the message LED on at that station.

Cancel Message Waiting allows you to cancel a message you have left at another station.

Cancel a Left Message allows you to cancel a message left on your station. The message LED will go out on your station.

Answer Message - allows you to return the call of a station that has set your message LED.

Absent Message Capability (1232 only)

Absent message programming - allows messages to be displayed at any station that calls you. (Provided calling station has an LCD display.)

![Diagram](image3.png)
### Absent Message Capability (cont)

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>MESSAGE 1:</td>
<td>LIFT HANDSET OR PRESS &quot;SP-PHONE&quot; 'MONITOR'</td>
</tr>
<tr>
<td>Will Return Soon</td>
<td>7 5 1 #</td>
</tr>
<tr>
<td>MESSAGE 2:</td>
<td>LIFT HANDSET OR PRESS &quot;SP-PHONE&quot; 'MONITOR'</td>
</tr>
<tr>
<td>Gone Home</td>
<td>7 5 2 #</td>
</tr>
<tr>
<td>MESSAGE 3:</td>
<td>LIFT HANDSET OR PRESS &quot;SP-PHONE&quot; 'MONITOR'</td>
</tr>
<tr>
<td>At Ext (you fill in)</td>
<td>7 5 3 #</td>
</tr>
<tr>
<td>MESSAGE 4:</td>
<td>LIFT HANDSET OR PRESS &quot;SP-PHONE&quot; 'MONITOR'</td>
</tr>
<tr>
<td>Back at HH:MM:AM/PM (you fill in)</td>
<td>7 5 4 #</td>
</tr>
<tr>
<td>MESSAGE 5:</td>
<td>LIFT HANDSET OR PRESS &quot;SP-PHONE&quot; 'MONITOR'</td>
</tr>
<tr>
<td>Out until MM/DD (you fill in)</td>
<td>7 5 5 #</td>
</tr>
<tr>
<td>MESSAGE 6:</td>
<td>LIFT HANDSET OR PRESS &quot;SP-PHONE&quot; 'MONITOR'</td>
</tr>
<tr>
<td>In a meeting</td>
<td>7 5 6 #</td>
</tr>
</tbody>
</table>

### Call Forwarding

<table>
<thead>
<tr>
<th>FEATURE</th>
<th>KEY SEQUENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call Forwarding All Calls forwards all calls to another station without first ringing your station</td>
<td></td>
</tr>
<tr>
<td>NOTE: If your station does not have a FWD/DND button then F3 can be programmed to perform this function. See Installation manuals.</td>
<td></td>
</tr>
</tbody>
</table>

- **Call Forwarding When Busy/No Answer** - forwards all calls to another station. System tries to ring your station first.

### DSS Console

The Direct Station Select (DSS) console acts as an extension to the DSS/BLF & Function keys of the paired station. Activating and programming the console is performed using the handset / set / program / store features of the paired station. Follow the programming instructions for a normal station to program different extension numbers or system features into the console. A station must be set up as the paired station prior to using the console.

### 616/1232

**Making calls**

LIFT HANDSET OR PRESS "SP-PHONE" 'MONITOR' (paired station)

**Transferring calls**

WHILE TALKING TO PARTY

- Push DSS/BFL Button
- Push FUNCTION Button
- Push AND/OR Button
- Push DSS/BFL Button
- Push ANNOUNCE CALL AND HANG UP

**NOTE:** When system is set to 'WITH TRANSFER' mode (default) pressing the TRANSFER button can be omitted.

### Call Waiting Programming (1232 only)

Programmable call waiting feature allows you to specify if a call waiting tone is given when an intercom or CO call arrives at your busy extension.

**NOTE:** This feature must be set at system programming station for 308/616 systems. See installation manuals.

LIFT HANDSET OR PRESS "SP-PHONE" 'MONITOR'

- **DISABLES (default) CO CALL WAITING TONE**
  - 7 3 1 0 #
- **ENABLES CO LINE WAITING TONE**
  - 7 3 1 1 #
Call Waiting Programming (1232 cont)

Programmable call waiting feature allows you to specify if a call waiting tone is given when an intercom or CO call arrives at your busy extension.

Station Program Clear

Allows you to reset the following programmable features:
1) Absent message capability
2) Auto CO hunting
3) Automatic answer selection
4) Background music
5) Call forwarding
6) Call waiting tone selection
7) CO line ringing selection
8) Data line security
9) Dial call pickup deny
10) Do not disturb
11) F3 Button mode
12) Intercom alerting mode
13) Message waiting

Intercom Alerting Mode (1232)

Intercom Alerting Mode allows you to set your station to receive voice alerts rather than tone (ringing) alert. Caller must then announce call rather than the station ringing.

NOTE: This feature must be set at the system programming station for the 308/616 systems.

Data Line Security

Data Line Security prohibits signals being sent to your station that may corrupt data which may be currently being sent through your extension.

Mode Check

Mode Check indicates at proprietary stations (with LCD) if your system is in DAY or NIGHT mode.

Time / Day Toggle

Time / Day toggle changes proprietary stations (with LCD) from DAY / TIME to DAY / DATE setting.
# User Guide
Panasonic KX-T7130 Phone When Used With KX-T30810 and KX-T61610 Phone Systems

## Index

<table>
<thead>
<tr>
<th>Feature</th>
<th>Page#</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto CO (Central Office) Line Hunting</td>
<td>5</td>
</tr>
<tr>
<td>Background Music</td>
<td>3</td>
</tr>
<tr>
<td>Busy Station Signalling</td>
<td>4</td>
</tr>
<tr>
<td>Call Pickup (Answer another ringing phone)</td>
<td>7</td>
</tr>
<tr>
<td>Call-Splitting Intercom Calls</td>
<td>8</td>
</tr>
<tr>
<td>Call Waiting (inside system)</td>
<td>4</td>
</tr>
<tr>
<td>Call Waiting (from Telephone Company[Flash])</td>
<td>3</td>
</tr>
<tr>
<td>Calling Doorbox</td>
<td>6</td>
</tr>
<tr>
<td>Calling Inside Office (Intercom)</td>
<td>1</td>
</tr>
<tr>
<td>Calling Out</td>
<td>1</td>
</tr>
<tr>
<td>Central Office (CO) Button Programming:</td>
<td></td>
</tr>
<tr>
<td>CO Button to Direct Intercom/Busy Lamp</td>
<td>10</td>
</tr>
<tr>
<td>CO Button to Memory Dial Button</td>
<td>10</td>
</tr>
<tr>
<td>Conferencing</td>
<td>8</td>
</tr>
<tr>
<td>Dialed Call Pickup</td>
<td>7</td>
</tr>
<tr>
<td>Directed Call Pickup</td>
<td>7</td>
</tr>
<tr>
<td>Do Not Disturb</td>
<td>11</td>
</tr>
<tr>
<td>Doorbox &amp; Door Opener</td>
<td>6</td>
</tr>
<tr>
<td>Exclusive Hold</td>
<td>5</td>
</tr>
<tr>
<td>Flash Key</td>
<td>3</td>
</tr>
<tr>
<td>Hold</td>
<td>5</td>
</tr>
<tr>
<td>Intercom Calls</td>
<td>1</td>
</tr>
<tr>
<td>Locking your Extension</td>
<td>6</td>
</tr>
<tr>
<td>Outside Calls</td>
<td>1</td>
</tr>
<tr>
<td>Page Call Pickup</td>
<td>2</td>
</tr>
<tr>
<td>Paging</td>
<td>2</td>
</tr>
<tr>
<td>Program Clearing (Resets Phone Features)</td>
<td>11</td>
</tr>
<tr>
<td>Speed Dial</td>
<td>9</td>
</tr>
<tr>
<td>Station Locking</td>
<td>6</td>
</tr>
<tr>
<td>Transfer Calls to Other Phones</td>
<td>3</td>
</tr>
</tbody>
</table>
### Making Calls

Press the **SP-PHONE** button or lift the handset. You will hear **Intercom Dial Tone.**

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **Intercom Calling** | 1. While listening to **Intercom Dial Tone** (see above) Dial the extension number or press the **DSS/BLF** key for the party you want. **OR** (See Programming DSS/BLF Keys on Page 10).  
2. If you have initiated this call with the Speakerphone, you may now continue it hands free or pickup the handset. |
| **Outside Line Calling** | 1. While listening to **Intercom Dial Tone** (see above) Dial **WXY9** to select any available outside line that you are allowed to use. (You can also Dial "81" for line #1; "82 for line #2, etc.) **OR**  
2. Press **CO (line-)**  
(Use of CO Buttons does not require pressing SP-PHONE button first. Just pressing the CO Button will automatically turn on the Speaker Phone feature.)  
3. Dial the Phone Number you want.  
4. If you have initiated this call with the Speakerphone, you may now continue it hands free or pickup the handset. |
| **Camping onto CO Line** | 1. If all available lines are in use, dial **WXY9** and after you hear the busy signal, dial **MNO6**  
2. Hang up and the system will call you back when a line is available. |

---

### Paging

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **Paging** (Through Public Address System) | 1. Lift Handset OR Press **SP-PHONE**  
2. Dial **DEF3**  
|                  | **Paging** (Through telephone speakers) and **Paging to Zones** (Your phone system must be programmed for different Paging Zones for this feature to work) |
| **Page Call Pickup** | 1. Lift Handset while page is in progress  
2. Dial **GHI4**  
3. Talk to person who made page. |
| **Paging with Transfer** to send an outside line call to any extension which answers a page. | 1. While talking on an outside line or intercom call press **TRANSFER**  
2. Dial the Paging Code for the Zone you wish or the Public Address System  
3. Make Announcement telling desired party to "Dial 43" DO NOT HANG UP (the paging function will remain active).  
4. When any party picks up an extension and dials 43, they will be connected and the intercom call will disconnect the page. When you hang up, the holding line will be transferred to them. |
### Transfer, Background Music, Flash

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **TRANSFER AN OUTSIDE LINE TO A SINGLE-LINE PHONE** (one w/o line keys) or another Multi-Line Key telephone. | 1. Having placed or answered a call on an outside line that you wish to transfer:  
2. Press the **TRANSFER** button, **DO NOT PRESS THE HOLD BUTTON**  
3. Dial the Extension Number of the party you wish to transfer the call to.  
4. Announce the call to the party when they pick up or just:  
5. Hang Up, the call will transfer. |

**Background Music**  
If your phone system has music on hold, that music can be programmed to play from the monitor speaker.

1. Pick up the handset or press **SP-PHONE**  
2. Dial: **PRS 7 JKL 5 1 #**  
3. To turn Background Music off dial: **PRS 7 JKL 5 OPE 0 #**  
4. Hang up. |

**The FLASH Key**  
To get dial tone on an outside line you are using again after the party on the other end has hung up, or to use features such as Call Waiting or Conference Calling provided by the local Telephone Company on an outside line.

1. Press **FLASH** |

---

### Busy Station Signalling

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **Busy Station Signalling**  
To signal another station on the intercom when that station is busy, initiating a Call Waiting Tone at the busy station. (Your phone system must be programmed to allow your extension this feature.) | 1. Dial the Intercom Extension as you would normally. If you hear a Busy Signal, then  
2. Dial **#1**  
3. Called extension will hear Call Waiting Tone (See Call Waiting below) |

---

### Call Waiting

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **To drop the call you are on and take the Call Waiting:**  
Your phone system can be programmed to allow incoming outside calls or intercom calls to signal you while you are on the phone. This is NOT Telephone Company Call Waiting on your phone line, it is on your phone system only. For use of Telephone Company Call Waiting (see FLASH on page #11). | 1. When you hear 3 Beeps during a conversation, press **INTERCOM**  
2. The original call you were on will be terminated, you will now be connected to the call that was waiting.  
3. To place the Original Call on Hold and talk to the Call Waiting:  
   - If the Call Waiting and the Original Call are both Intercom Calls, the **INTERCOM** button will flash quickly.  
   - If the Original Call is a CO call and the Call Waiting is an Intercom Call or a CO call, the **CO (line-)** button or the **INTERCOM** button which is flashing quickly. |

---

Page 3  
KX-T7130 when used with 308 & 616
**Paging to Zones, Auto CO Hunting**

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **Auto CO Hunting** | 1. Pick up the handset or press SP-PHONE  
2. Dial PRS 7 ABC 2 1 #  
3. Hang up. Feature is now active.  
**NOTE:** You must now press to access other system features |
| **Cancelling Auto CO Hunting:** | 1. Press INTERCOM  
2. Dial PRS 7 ABC 2 OPER0 #  
3. Hang up. Feature is now inactive. |

---

**Hold, Exclusive Hold**

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **Hold** | 1. While using an outside line, press the HOLD key  
2. The CO line you have placed on hold will flash in green on your phone and flash in red on all other phones that share that line. |
| **Exclusive Hold** | 1. While using an outside line, press the HOLD key TWICE  
2. The CO line you have placed on hold will flash in green on your phone and remain solid red on all other phones that share that line. |

---

**Doorbox, Door Opener**

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **Calling Doorbox #1 or #2** To speak to someone through a doorbox without them pressing the Doorbox Button first. (Your phone system must be equipped with Doorboxes for this feature to work.) | 1. Pick up the handset or press SP-PHONE  
2. Dial DEF 3 1  
3. Hang up. Door will now open.  
**Opening Door #1 or #2** (Your phone system must be equipped with Doorboxes and Door Opening Equipment for this feature to work.) |
| **To Open Door #1 or #2 without speaking to doorbox** (Your phone system must be equipped with Door Opening Equipment for this feature to work.) | 1. While speaking to Doorbox  
2. Dial JKL 5  
3. Hang up. Door will now open.  
**To Unlock your Extension:** |
| **Electronic Station Lock** | 1. Pick up the handset or press SP-PHONE  
2. Dial MNO 6 then ANY 3-digit code from "000" to "999"  
3. Dial the SAME CODE again and hang up.  
To Unlock your Extension: |
| **To Unlock your Extension:** | 1. Pick up the handset or press SP-PHONE  
2. Dial MNO 6  
3. Dial the SAME CODE again and hang up. |

---

KX-T7130 when used with 308 & 616
## Answering Calls at Other Phones

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **Dialled Call Pickup**  
To intercept any call ringing at another telephone in your area. (THE RINGING PHONE MUST BE RINGING ON-HOOK (handset hung-up) NOT RINGING WITH A CALL-WAITING TONE!) | 1. Lift Handset, or press SP-PHONE then  
2. Dial GHI OPER 0  
3. This will answer any ringing phone in your area. NOTE: Dialing 40 will answer any incoming CO Ringing. To answer a specific extension use the "Directed Call Pickup" feature as described below. |
| **Directed Call Pickup**  
To intercept any call ringing at a specific other telephone in your area. (THE RINGING PHONE MUST BE RINGING ON-HOOK (handset hung-up) NOT RINGING WITH A CALL-WAITING TONE!) | 1. Lift Handset, or press SP-PHONE then  
2. Dial GHI 4 then  
3. Dial the EXTENSION NUMBER of the ringing phone which you wish to intercept. |

## Setting System Clock

| Sets the time for the phone system  
NOTE: This feature only operates from station #11. | 1. Lift Handset, or press SP-PHONE then  
2. Dial 000 000 0  
3. Enter the HOUR (01 through 12); then enter the MINUTES (00 through 59); then "0" for AM or "1" for PM  
4. Dial  
5. Hang up. |

## Conference

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **Conference**  
Allows for up to a three party conference call (two-outside/one inside),(one-outside/two inside) or (three-inside). | 1. Establish the first call (intcm. or outside line)  
2. Press CONF  
1st call is on hold  
3. Establish the second call (intcm. or outside line)  
4. Press again CONF  
Both calls are joined  
5. Conference call is complete, hanging up disconnects both. |
| **Call Splitting-Intercom calls** | 1. Establish first Intercom Call.  
2. Press HOLD  
3. Establish second Intercom Call.  
4. Press HOLD  
5. Talk to first intercom party.  
6. Repeat steps 2 to 5 as necessary.  
7. To conference, press CONF |
### Speed Dialing, Function Buttons

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Speed Dial</strong>&lt;br&gt;The Panasonic 616 Phone System has a Memory Dial Pool of 100 Phone Numbers and 80 Phone Numbers on the 308 System which can be accessed by any telephone in the system. (These numbers are programmed only at extension #11.)</td>
<td>1. Lift Handset or SP-PHONE&lt;br&gt;OR&lt;br&gt;2. Press the CO (line—) button to be used&lt;br&gt;3. Press AUTODIAL&lt;br&gt;STORE&lt;br&gt;4. Dial the Speed Dial number (00 to 99 on 616 and 00 to 79 on 308) for the Phone Number you want.</td>
</tr>
</tbody>
</table>

### F--(Function) Buttons:<br>To store a phone number for one-touch memory dialing with a F--(Function) button.

1. Set the MEMORY switch on the back of the phone to “PROGRAM”
2. Press the Function button you wish to program.
3. Dial **WXY9** to select any line or “81” for line #1; “82” for line #2, etc. then Dial the phone number as you normally would.
4. Press AUTODIAL<br>STORE
5. Return the MEMORY switch on the back of the phone to “SET”

### F--(Function) Buttons:<br>To store an Intercom Number or Programmable Function (such as Background Music On or Call Forward) for one-touch memory dialing with a F--(Function) button.

1. Lift Handset or SP-PHONE<br>OR<br>2. Press the CO (line—) button to be used<br>3. Press AUTODIAL<br>STORE<br>4. Press AUTODIAL<br>STORE
5. Return the MEMORY switch on the back of the phone to “SET”

---

### Programming

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **CO & MESSAGE Buttons:**<br>Changing to DSS/BLF (Direct Station Select / Busy Lamp Field) To have a one touch button for intercom calls to another station (DSS) and a visual indication of whether that phone is off the hook. | 1. Set the MEMORY switch on the back of the phone to "PROGRAM"<br>2. Press the CO or Message button you wish to change.<br>3. Dial **1**
4. Dial the Extension Number<br>5. Press AUTODIAL<br>STORE<br>6. Return the MEMORY switch on the back of the phone to "SET" |

**CO & MESSAGE Buttons:**<br>Changing to One-Touch Dialing To store a phone number or programmable function in a CO or the Message button on your phone.

1. Lift Handset or SP-PHONE<br>OR<br>2. Press the CO, Function or MEMORY button that you programmed.
3. Dial **ABC2**
4-A. Dial **WXY9** to select any line or "81" for line #1; "82" for line #2, etc. then Dial the phone number as you normally would.<br>4-B. Dial the Feature Access Code
5. Press AUTODIAL<br>STORE
6. Return the MEMORY switch on the back of the phone to "SET"

---

KX-T7130 when used with 308 & 616
## Do Not Disturb

<table>
<thead>
<tr>
<th>Feature Description</th>
<th>Operation Procedures</th>
</tr>
</thead>
</table>
| **Do Not Disturb ON** Will make your phone "busy" to all intercom calls and stop it from ringing on incoming calls. Intercom dial tone will beep twice when you pick up to warn you that DND is on. Your phone must be programmed in the phone system for you to use this feature. | 1. Press the **SP-PHONE** button or lift the handset. You will hear Intercom Dial Tone.  
2. Press the **FWD/DND** button then:  
3. Dial **1 OPER0**  
4. Hang up |

| **Do Not Disturb OFF** Will return your phone to normal. Your phone must be programmed in the phone system for you to use this feature. | 1. Press the **SP-PHONE** button or lift the handset. You will hear TWO SHORT BURSTS OF Intercom Dial Tone.  
2. Press the **FWD/DND** button then:  
3. Dial **OPER0**  
4. Hang up |

## STATION PROGRAM CLEARING

Station Program Clear will remove any programming (except Memory Dial numbers) at this extension. Use this if your phone gives two short bursts of dial tone when you pick up the intercom (like in Do Not Disturb mode). Removes accidental mis-programming through mistakenly dialed codes.

1. Lift Handset or Press **SP-PHONE**
2. Dial **PRS7 WXY9 #**
3. Hang up.

Try this code if your phone acts funny!