CONECTA

MODULARE i

Dear user

The Micro PABX Conecta and Modulare i were developed for clients needing up to four external 4 lines and 12 extensions. These models are very flexible as you can buy them with a basic configuration, two lines and four extensions, and upgrade the features whenever necessary.

These PABX come with a large number of features to suit your commercial and residential needs.

This manual will guide you through the installation and configuration process of your equipment that will make your daily working environment very pleasant and profitable. We recommend that you read this manual carefully to have full control over the features and operations of your PABX.

Should you have any comments about this manual, please feel free to contact us. After all your satisfaction is our primary goal.

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Installing and Configuring your PABX

1. GENERAL INSTRUCTIONS

1.1 Where to install your PABX

Chocse a place next to the telephone line and electrical socket, where the distribution of the extensions is easy. If there is a point where all the extensions are connected to the external line, this will be the ideal place for installing your PABX.

Before installing the PABX, you shoud carefully read the following instructions:
- Do not install the equipment in places without ventilation, with humidity, next to sources of heat or vibrations.
- Avoid installing the PABX in places with intense sun light, behind doors, under windows or in busy places.
- Do not install the PABX next to electronic or radio equipment to avoid interference.
- Do not run the wires of the telephone line and/or the extensions next to electrical wiring or antenas.

To mount your PABX on the wall, you have to follow the drilling points marked on the base, and to follow the described steps in the next page.

Furo 1

Furo 2
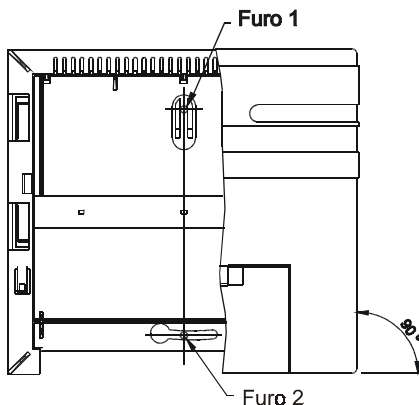
1.2 Mounting your PABX on the wall

Step 1
Leaving a minimum distance of 1,45 mtr from the floor; mark the point to drill. When done, insert the anchor plug and the screw (leaving 1/2 cm of the head off the wall).
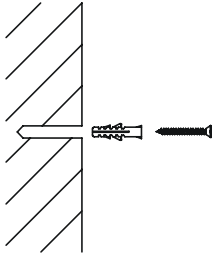
Step 2
Hook the PABX base onto the screw head.
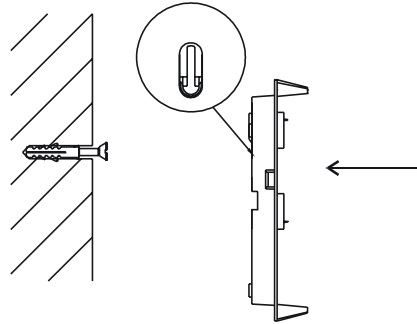
Step 3
Push the PABX base downwards until the screw head fits into the base mount.
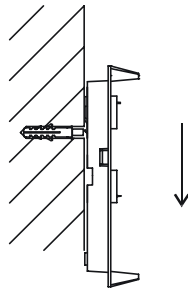
Step 4
Aline the PABX base and mark the spot for the second drill.
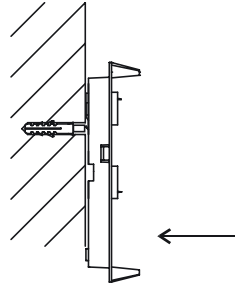
Step 5
Remove the PABX base, drill the hole and then insert the anchor plug.
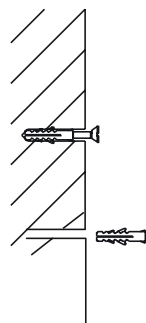
Step 6
Hook the PABX base again onto the upper screw head, aline with the lower hole, and fasten the second screw.

2
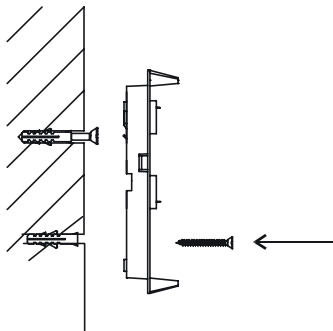
1.3 Identifying the external connectors for the Modulare i and the Conecta
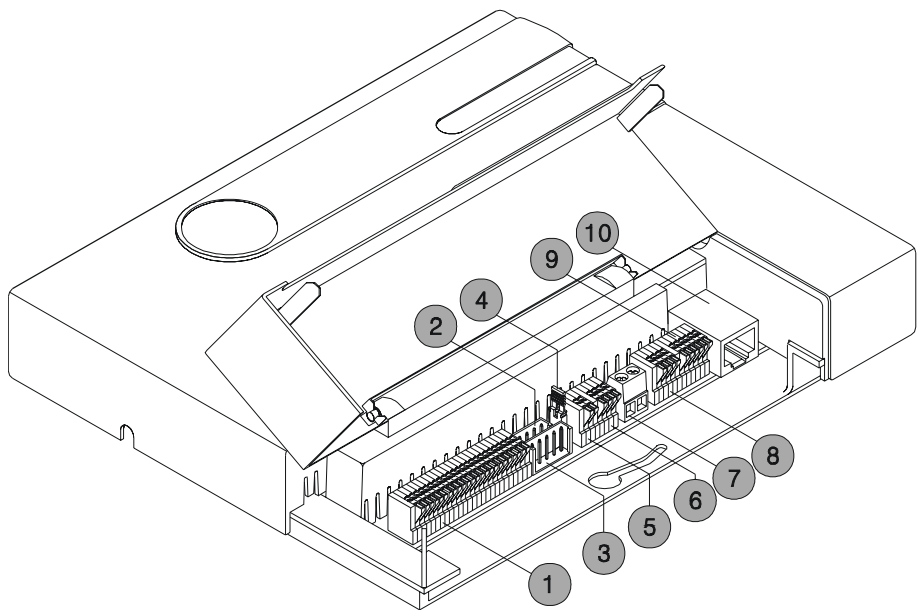
1) CN36 - Extensions (Extension 20 to Extension 31);

2) CN22 - External Activation Board ITA 700;

3) CN23 - Doorphone IP 700;

4) J9 - Jumper for External or Internal Music;

5) CN37 - External Music input;

6) CN38 - External Lines 1 and 2;

7) CN39 - Groud Protection;

8) CN40 - External Lines 3 and 4;

9) CN41 - Telephone Systems TI630i/530/TI730i (TXTI, GNDTI); Serial Interface (TXDB, RXDB, DCDB e GND);

10) CN42 - External Power Supply.

1.4 Identifying the internal connectors of the Modulare i and Conecta

Opening the PABX
Press the lateral clips to remove the PABX cover. To place the cover again, just insert it on top of the base and press.

MODULARE I
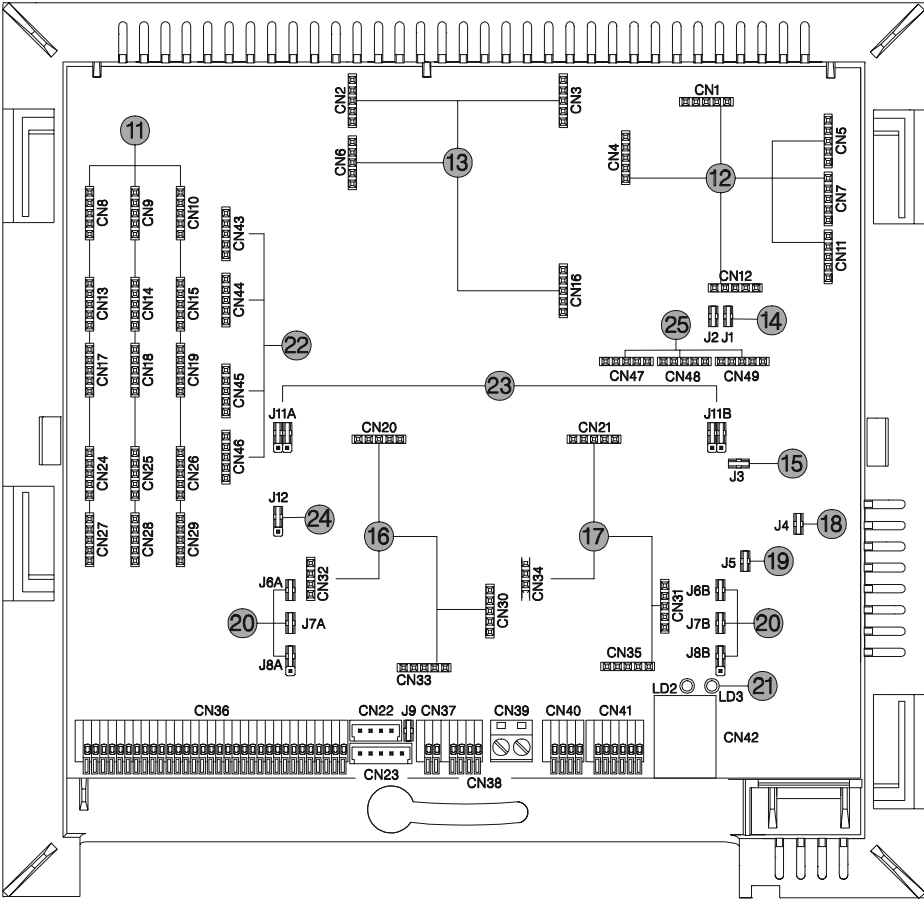
11 Extension Board Slot:

Slot 1 : Extensions 20 to 23 (CN8, CN13, CN17, CN24, CN27);
Slot 2 : Extensions 24 to 27 (CN9, CN14, CN18, CN25, CN28);
Slot 3 : Extensions 28 to 31 (CN10, CN15, CN19, CN26, CN29);

12 Communication Board: CN1, CN4, CN5, CN7, CN11 e CN12;

13 DISA: CN2, CN3, CN6 e CN16;

14 J1 - Watch-Dog Jumper (always closed); J2 - Reset Jumper;

15 J3 - Jumper for +5V;

16 Trunk Board (juntor) 3: CN20, CN30, CN32 e CN33;

17 Trunk Board (juntor)4: CN21, CN31, CN34 e CN35;

18 J4 - Battery Jumper;

19 J5 - Jumper for +12V;

20 J6A and J6B: activate lines 1 and 2; J7A and J7B: Polarity inversion for Line 1 and 2; J8A and J8B: adjuste ring sensor for line 1 and 2;

21 LD2: When flashing, PABX program is functioning properly; LD3: indicates current of +12V;

22 Caller ID Board : CN43, CN44, CN45, CN46;

23 J11A e J11B: Data reception for Caller ID Board;

24 J12: Selection jumper for interface IP 700 for Doorphone, or extension 31;

25 Tone Detection Board, CN 47, CN 48 e CN 49.

CONECTA

CN2 CN3 CN1
10 CN6 12 CN4 11 CN5
CN8 CN9 CN16 CN12 CN7
CN43 13 CN11
CN13 CN14 J2 J1
CN44
CN17 CN18 19 20
CN45
CN24 CN25 J11A J11B
CN46 14
CN27 CN28 J3
15
J4
16
J5
J6A 17
J7A J6B
J8A J7B 17
J8B
18
LD2 LD3

CN36 CN22 J9 CN37 CN39 CN41 CN42
CN23 CN38
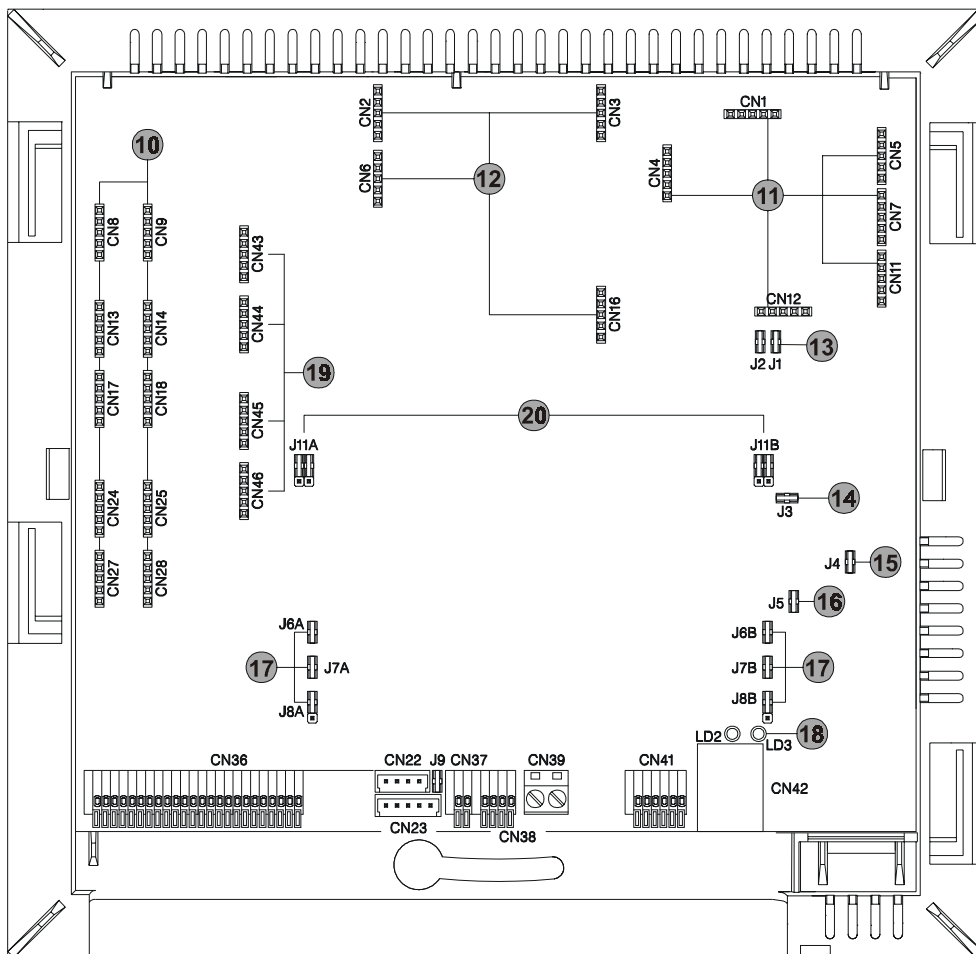
(11) Board 1: Extensions 20 to 23 (CN8, CN13, CN17, CN24, CN27);
Board 2: Extensions 24 to 27 (CN9, CN14, CN18, CN25, CN28);

(12) Communication board socket: CN1, CN4, CN5, CN7, CN11 and CN12;

(13) DISA board socket: CN2, CN3, CN6 and CN16.

(14) J1 - Jumper Watch-Dog (should remain closed) 2 - Reset Jumper;

(15) J3 - Jumper +5V;

(16) J4 - Jumper for battery;

(17) J5 - Jumper +12V;

(18) J6A and J6B: enable lines 1 and 2; J7A and J7B: polarity inversion for line 1 and 2; J8A and J8B: Adjust ring sensor for line 1 and 2;

(19) LD2: when flashing indicates proper function of the PABX; LD3: indicates voltage +12V;

(20) Caller ID board socket : CN43, CN44, CN45, CN46;

(21) J11A and J11B: Allow for data reception in the Caller ID board;

(22) Trunk board socket (juntor) 3: CN20, CN30, CN32, CN33;

1.5 Installing the extensions

Before connection your extension wires to your PABX, you should prepare the distribution of these wires from the telephone until the place of the PABX. Following are two forms for distributing the extensions.

PRECAUTION !
- Do not use multi pair wires, do not run various extensions in the same conduit, keep the wires far from the electrical network or electronic devices.

1.5.1 Existing pre-installed extensions sockets
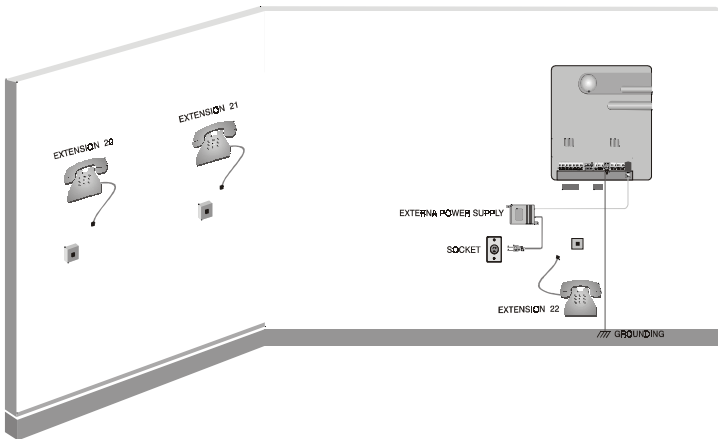
You will need to connect each extension wire to a phone socket, and then push the wiring to the point of installtion of your PABX.

1.5.2 No preexisting installation
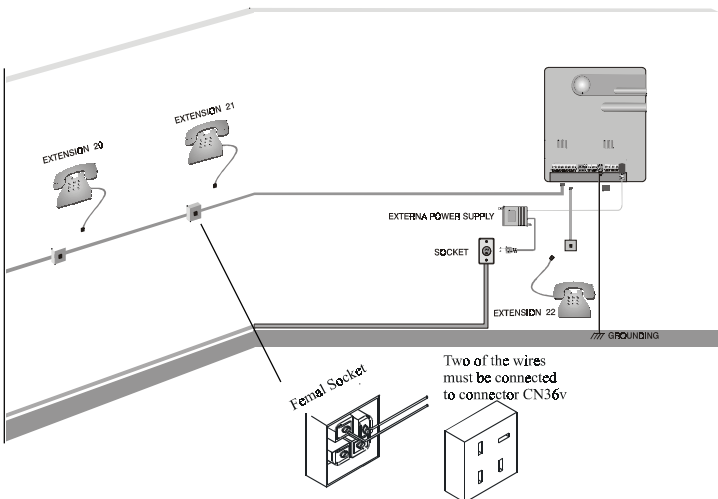
You will need to connect each extension wire to a phone socket, and then push the wiring to the point of installtion of your PABX using PVC conduits (use PVC conduits 2200x10x20)

1.6 Linking your extensions to the PABX

Remove the wire insulation and press the connector clip (CN 36) downwards.

Insert the wires into the connector and release the clip.
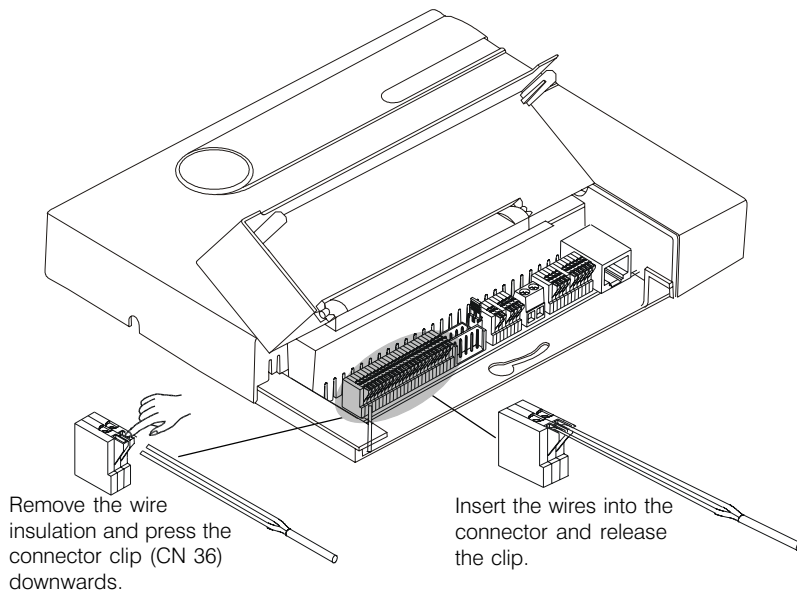
1.7 Installing the extension boards

Each board supports 4 extensions. To have 8 extensions, you need to install 2 extension boards, and for 12 extensions, 3 extensions boards are required. Note: The conecta is supplied with 2 extension boards.

Slot for Extension 20, 21, 22, e 23.

Slot for Extension 24, 25, 26, e 27.

Slot for Extension 28, 29, 30 e 31.
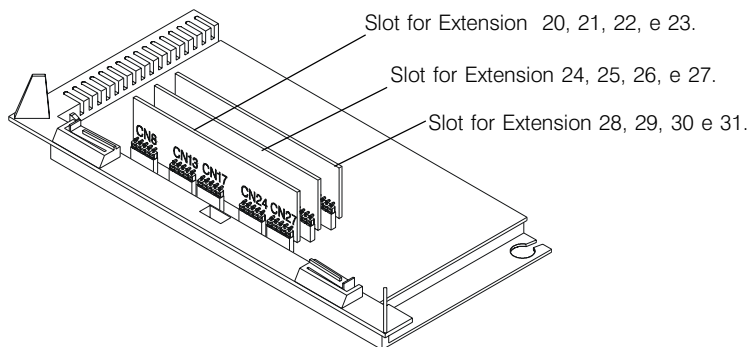
- If after installing your PABX you notice interference or low quality transmission through the extensions, verify that all the installation instructions have been followed, and that the equipment is not near a source of interference.

1.8 Installing the external lines

If the PABX is installed close to the external line termination, just run the wire to the PABX and follow the instructions below. In the event that your external line termination is far from your PABX, you would need to run the wire through a PVC conduit (utilize PVC 2200x10x20), to avoid having loose wires hanging in your premise.

NOTE !

- Before connecting your external line to the PABX make sure to identify the line signaling mode (Pulse or Tone). To do so, establish a call using a regular telephone connected to the telephone line in mode Tone.
- If the call is established, your line has a multifrequencial signal (Tone), in such case, you can use your PABX without any configuration programmimg of the line as route 0 since the PABX comes programmed to operate in multifrequencial mode (Tone).
- If the call is not established, this means that your line has a decadic (Pulse) signal; in such case inquire with your carrier about the possibility to alter your line signal to multifrequencial. If not, you will need to configure your lines as route 0 to program your PABX for a decadic line signal.

1.8.1 Installing line 1 and 2

NOTE !

- If you don´t use line 1 or 2, you should free the jumper J6 A or J6 B of the PABX;
- To locate the jumper, see "identifying the PABX connectors".

Insert the wire into the connector and release the clip.

Remove the insulation of the wires for line 1 e 2 and press the connector clip CN 38 downwards.

1.8.2 Installing line 3 and 4

To install line 3 and 4, you need 2 trunk boards. The following instructions will guide you through the process of installation:

Insert the wires and release the crank.

Unsheath the wire end (line 3 & 4) and press down the conector´s crank (CN 40)
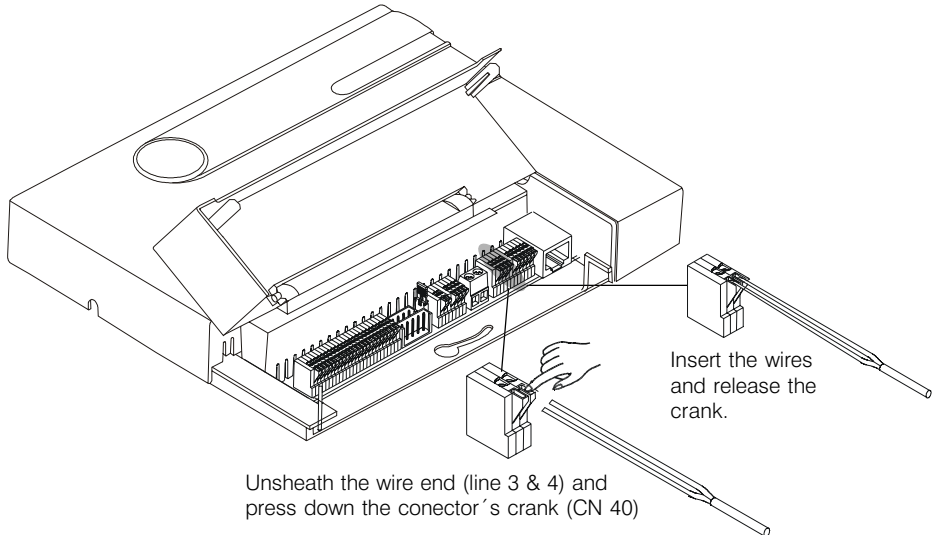
1.8.2.1 Installing the trunk boards for line 3 (Conecta) and 3 and 4 (Modulare i).

Line 3:
Remove jumper CN 32 and install the trunk board in the slots CN20; CN30; CN 32 e CN33. If after installing the board, line 3 is not used, you should open the jumper J1 of the board.

Line 4:
Remove jumper CN 34 and install the trunk board in the slots CN21, CN31, CN 34 and CN35. If after installing the board, line 3 is not used, you should open the jumper J1 of the board.
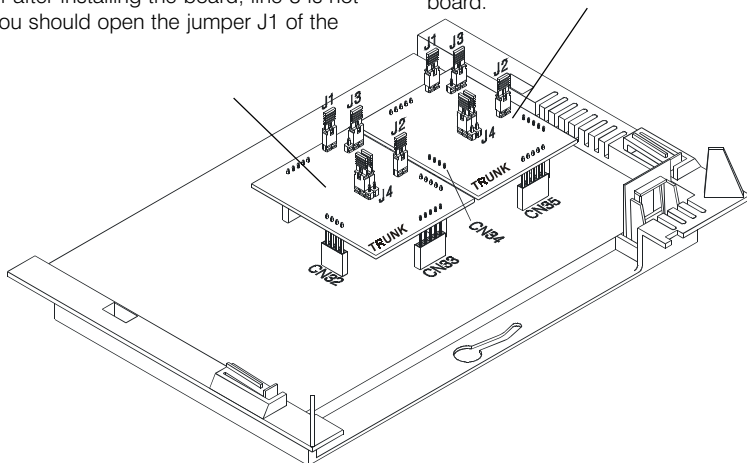
NOTE !

- If after connecting the external lines, you notice that the PABX is not receiving calls, it could be that your equipment is not identifying the ring signal; you need to adjust the PABX sensibility for line 1 and 2 using the jumpers :
  For line 1 (J8 A) and Line 2 (J8 B). For lines 3 and 4 you need to adjuste the jumper J3 of the board corresponding to the external line:
  - Remove the jumper if the ring signal is too weak.
  - Plug the jumper in position 1 and 2 if the ring signal is medium.
  - Plug the jumper in position 2 and 3 if the ring signal is high.

- If you want your PABX to use polarity inversion, you need to close the jumper J7 A for line 1 and J7 B for line 2. For line 3 and 4 close jumper J2 of the trunk board corresponding to the line. See "Using Polarity Inversion" on how to program this feature.

1.9 Installing the external music

The Modulare offers on hold music for incoming calls, call inquiries, call transfering, call waiting or after auto-answer; if you have more than one line and other incoming calls are being held, only the first line will use on hold music. The remaining lines will not use this feature.

Insert the wires and release the clip.

Remove the Jumper J9 to allow the external music in.

Remove the wire insulation of the radio or CD player, press the clip of conector CN 37 downwards.
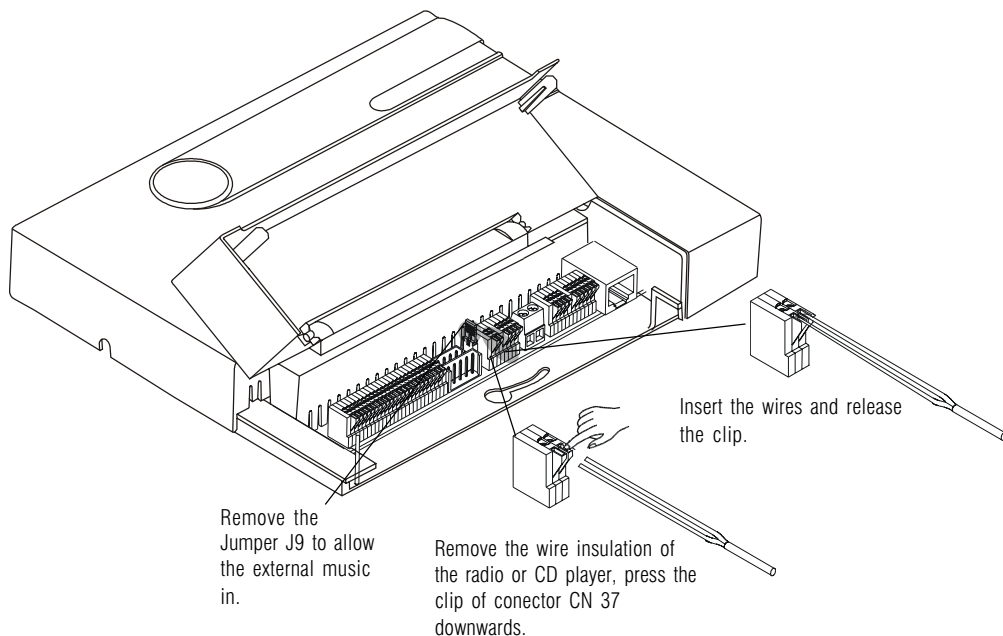
1.10 Installing the power supply

When installing the external power supply your PABX will be connected to the electrical network for proper operation.

Verify the voltage of your electrical network, position the switch of your PABX power supply on 220 or 120 V : 120 Volts (Volatge from 110/127V) or 220 Volts (for 220V).

Connect the power supply wire to connector CN 42.

Choose a socket near the PABX. Install your power supply in horizontally underneath the PABX. Mark the drilling point and fasten the Power Supply with screws.

Connect the protection wire of the power supply to connector CN 39 along with the ground wire.

CN39

POWER SUPPLY PROTECTION WIRE

GROUND WIRE

NOTE !
- After completing the installion make sure that your extensions have a dial tone .

1.11 Connecting the ground protection

For the safety of your PABX you should connect the grouding protection wire to the connector. - which is a metal conducting element that permits the deviation of the electrical current field to earth. This conductor is available in electrical or electronic equipment stores.

To the grounding you should connect the neutral phase, the power supply and equipment protection connection as well as any other equipment connected to the PABX, avoiding current movement between them.

Connect the gounding protection wire and the power supply protection wire to connector CN39.

Ground

CN39

POWER SUPPLY PROTECTION WIRE

GROUND WIRE
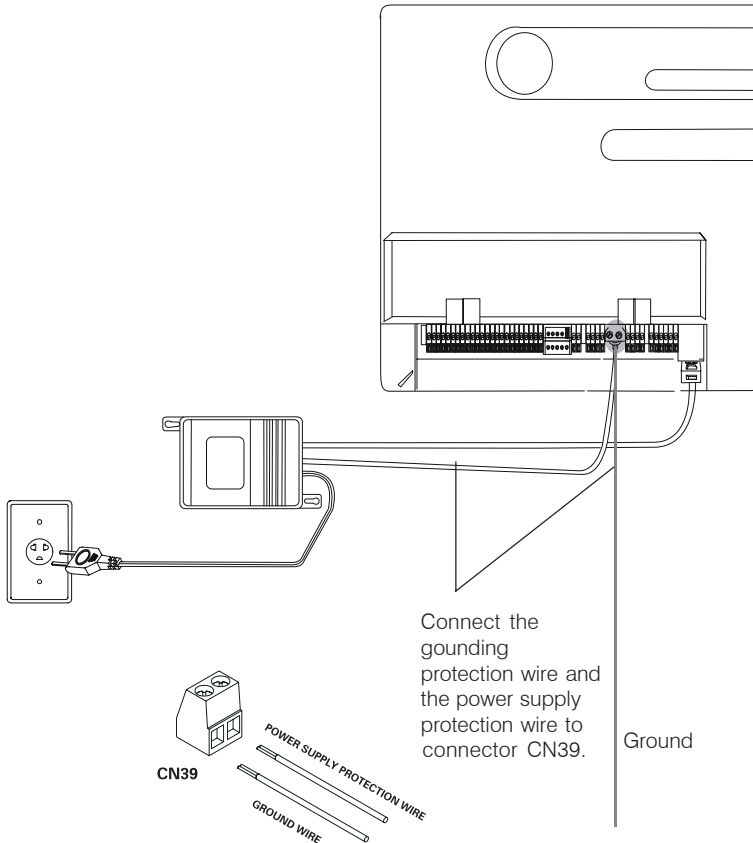
NOTE!
- Connect the grounding wire of the power supply to CN39 whether you have grounding or not;
- Maximum grounding resistance should be 5 W.

1.12 Technical Specifications

Capacity
    Conecta: Min: 2 Lines - 4 Extensions   Max: 3 Lines - 8 Extensions
    Modulare i: Min: 2 Lines - 4 Extensions   Max: 4 Lines - 12 Extensions

Extension Path
    2

Extension Numbering
    Conecta: From 20 to 27   -   Modulare i: From 20 to 31.

    Extension 20 e 23 are the main extensions, through which the PABX main configuration is done.

Sinaling
    Decadic (DC) and multifrequence (MF).

Line Reach
    2000 ohms for lines and 1100 ohms for extensions including the telephone.

Electrical Protection
    Available whitin the trunks and Power Supply AC.

Power Supply AC
    110/127 or 220 Volts, 50 or 60 Hz.

Configuration Protection
    3,6 volts Ni/Cd rechargeable battery.

Maximum Power
    24 W.

During Power Failure
    Conecta: Line 1, 2, and 3 are linked to extensions 20, 21 and 22.
    Modulare i: Line 1, 2, 3 and 4 are linked to extensions 20, 21, 22 and 23.

Dimension
    215 x 223 x 54 mm.

Weight
    1,9 Kg.

2. GENERAL CONFIGURATION OF THE PABX

This chapter will cover the basic programming instructions for your PABX.

2.1 Changing the main password

Default Password Factory: 123.

You can change the PABX password whenever necessary. Your password can have any number combination as long as it does not exceed 3 digits.

Changing the general password

From the main extension, lift the handset, press (I)(2) + CURRENT PASSWORD (3 digits) + (3)(2) + CURRENT PASSWORD + NEW PASSWORD, wait for confirmation tone.

When the main password is changed,Remote Access programming will be automatically opened.

2.2 Command to enter PABX program mode

Some program functions of the PABX can be carried out from the main extension in PABX programming mode.

Entering PABX program mode

From main extension, lift the handset, press (I)(2) + GENERAL PASSWORD. From this moment you can program each feature of your PABX following the instructions.

Exiting PABX program mode

Place the main extension handset on the hook.

All programming functions are followed by commands and how to wait for confirmation, if you wish to speed up the process, press * followed by the next programming codes.

2.2.1 Main Extension

The main extensions have the physical position 00 and 03 and are preprogrammed as extension 20 and 23. The numbering can be changed but the physical position should always be 00 e 03.

Identifying your PABX tones during programming

♪ **Ready for programming:** Continuous tone with quick intervals, similar to the internal line tone;

♪ **Programming correct:** Slow beep sequence, similar to the tone you receive when putting a call on hold;

♪ **Incorrect programming:** Fast beep sequence.

2.3 Resetting your PABX

During reset your PABX assume the initial configuration. In case of total reset you PABX will also reset the control buffers and the circuits. This should be your last alternative to resolve a specific problem, or when you want your PABX to use factory default setting after having been altered.

Total reset
(delete stored logs in memory)

Lift handset, enter [I][I][9][0] + MAIN PASSWORD (3 digits), wait for confirmation tone. Unplug the power supply wire, wait for 30 seconds and then switch on the PABX.

Partial reset
(Do not delete stored logs in memory)

Lift handset, enter [I][I][9][I] + MAIN PASSWORD (3 digits), wait for confirmation tone. Unplug the power supply wire and wait for 30 seconds and then switch on the PABX.

This function is carried out from the main extension not in programming mode, lift the handset and execute the command.

2.4 Configuring the lines as route 0

Factory settings : This PABX is set to function in DTMF mode (multifrequencial), receiving and making calls through route 0.

This program feature will define the signaling mode used by the PABX. You can also block a line or transform it into an internal enlace.

If the PABX has the communication board, the internal calendar should be set again.

How to indetify your telephone line signal
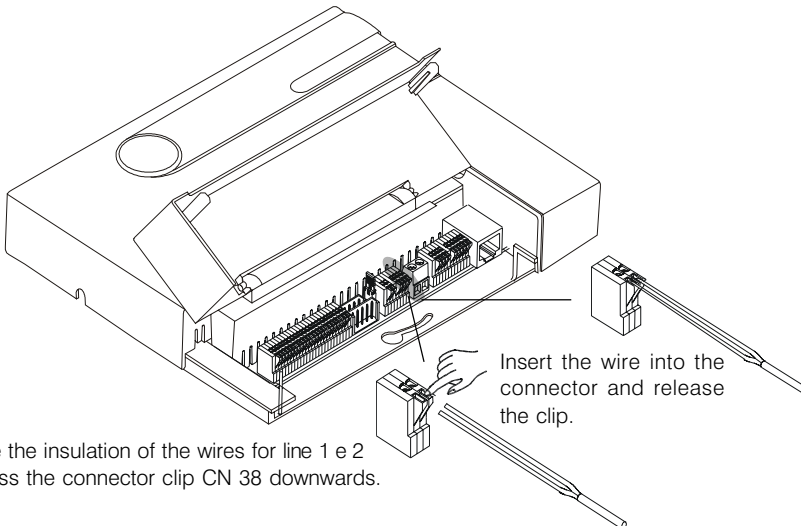 - Before connecting your external line to the PABX make sure to identify the line signaling type (Pulse or Tone). To do so, establish a call using a regular telephone connected to the telephone line in mode Tone:
  - If the call is established, your line has a multifrequencial signal (Tone). In such case, you can use your PABX without any configuration programmimg of the line as route 0 since the PABX comes programmed to operate in multifrequencial mode (Tone)
  - If the call is not established, this means that your line has a decadic (Pulse) signal. In such case, try to inquire with your carrier about the possibility to alter your line signal to multifrequencial. If not, you will need to configure your lines as route 0 to program your PABX

Set Line in Decadic mode (FSK)

Lift handset, press `1` `2` + MAIN PASSWORD (3 digits) + `3` `1` + LINE + `0` `1`, wait for confirmation tone.

Set Line in Multifrequencial mode (DTMF)

Lift handset, press `1` `2` + MAIN PASSWORD (3 digits) + `3` `1` + LINE + `0` `2`, wait for confirmation tone.

Set line to only receive calls

Lift handset, press `1` `2` + MAIN PASSWORD (3 digits) + `3` `1` + LINE + `0` `3`, wait for confirmation tone.

Set line to receive and make calls in decadic mode

Lift handset, press `1` `2` + MAIN PASSWORD (3 digits) + `3` `1` + LINE + `0` `4`, wait for confirmation tone.

Example: You want to program line 1 as route 0 to receive and make calls in decadic mode: Enter PABX programming mode and enter 31 + 1 + 0 + 4.

Transforming a line into an internal path (for a line position without external line or without trunk)

If one of the external line positions is not used, you can transform it into an internal path, to improve the functionality of your PABX:

Lift handset, press `1` `2` + MAIN PASSWORD (3 digits) + `3` `1` + LINE + `0` `9`, wait for confirmation tone.

If an installed line is not used, you can block it

Lift handset, press `1` `2` + MAIN PASSWORD (3 digits) + `3` `1` + LINE + `0` `0`, wait for confirmation tone.

Returning to factory setting in DTMF mode.

Lift handset, press `1` `2` + MAIN PASSWORD (3 digits) + `3` `1` + LINE + `0` `5`, wait for confirmation tone.

2.5 Automatic Line Selection (Only in Modulare i)

This function allows for calls within a specific category (IDD, DDD, local, local cellular, DDD cellular), to be established through the same route, knowing that

LINE: 1, 2, 3 or 4, as per the line you wish to program, or 9 to program all the lines.

If you wish to install a line in the position used as a new internal path, you need to configure the line again as per the previous intstructions.

various lines can be programmed for the same route.
When you enter the line access code through route 0 (external call, private code, phonebook, doorphone, emergency call), the PABX will wait for the intial dialing to select the corresponding route.

Lift handset, press ⏢1⏣⏢2⏣ + MAIN PASSWORD (3 digits) +⏢3⏣⏢3⏣ + ROUTE (1 to 3) + CALL CATEGORY (0 to 5), wait for confirmation tone.

CALL CATEGORY
0 cancel line selection
1 IDD (International Direct Dial)
2 DDD (Domestic Direct Dial)
3 local
4 cellular local
5 cellular DDD

Important:
- The route(s) used in this programming can not be by the extensions with access code to special route;
- There should be at least one line programmed as selected route (see "configuring lines", in this manual);
- It is possible to program more than one call category for the same route.

2.6 Extension Number Setting

Factory setting: physical position from 00 to 11 and extension numbering from 20 to 31.

This a table that associates the number of each extension with its physical position (PABX extension connectors). The physical position is not flexible while the extension numbering varies as per necessity.

Altering the extension number setting

Lift handset, press ⏢1⏣⏢2⏣ + MAIN PASSWORD (3 digits) +⏢5⏣⏢1⏣ + PHYSICAL POSITION (00 to 11) + Nº OF EXTENSION, wait for tone confirmation.

Example 1: You are a hotel owner and want the extension numbers to match the room numbers. Room 201 connected to position 01, the extension number will be 201, press 51 + 01 + 201, follow the same procedure to assign the remaining numbers with other extensions.

Example 2: Your PABX has extension 21 and 22 occupying repectively position 01 and 02, and you want to invert the numbers, perform the following:
- Free extension 22 from its physical position (02) to assign it another position, press 51 + 02 + an inexistant extension (with programmable number);
- Press 51 + 01 + 22, assigning extension 22 the position 01;
- Press 51 + 01 + 21, assigning extension 21 the position 02.

Extension number can be set from 20 to 39 or from 200 to 2999 (always starting with 2). If the extension number setting is altered after programming your extensions, you need   to reprogram the extensions.

2.7 Prefix Table

Factory Settings: All prefixes available as per extensions category defined in programming category for external calls.

This programming allows you to release or totally block some prefixes for certain extensions category.
You can program prefixes with 1, 2, 3, 4, 5 or 6 digits. Allowing for a maximum of: 23 prefixes with 03 digits; 11 prefixes with 04 digits; 07 prefixes with 05 digits and 05 prefixes with 06 digits.

Programming all prefixes at once.

Lift handset, press ①②) + MAIN PASSWORD (3 digits) + ⑤⑤ + CATEGORY +
TIME TABLE (0, 1 or 2), wait for confirmation tone.

Programming a predetermined prefix

Lift handset, press ①② + MAIN PASSWORD (3 digits) + ⑤⑤ + CATEGORY
+ TIME TABLE (0, 1 or 2) + PREFIX, wait for confirmation tone.

CATEGORY
6 release the prefixes for extension with category: local, regional, DDD and IDD;
7 release the prefixes for extension with category: local, regional, DDD and IDD, blocking for local category;
8 release the prefixes for extension with category: local, regional, DDD and IDD, blocking for local and regional category;
9 release the prefixes for extension with category: local, regional, DDD and IDD, blocking for local, regional and DDD category;
0 block prefixes for all extensions regardless of category.

TIME TABLE
0 Programmed prefix does not use the carriers time table;
1 Programmed prefix uses time table 1 (requires tone detection board);
2 Programmed prefix uses time table 2 (requires tone detection board);

Example:

* You want an extension with local category to have access to only prefixes 33 and 34 and the other extensions to have access as defined in programming category for outgoing calls. To do so, perform the following :

- In PABX programming mode, press 55 + 7 + 0 to block the extensions with local access, releasing the access to extensions with category; regional, DDD and IDD to all prefixes. With this program setting, the prefixes DDD and IDD will also be available for extensions with regional category, knowing, you should release DDD prefixes only for extensions with DDD category by pressing 55 + 8 + 0 + 0, and release IDD prefixes only for extensions IDD category by pressing 55 + 9 + 0 + 00;

- Finally, press 55 + 6 + 0 + 33 (to release prefix 33) and 55 + 6 + 0+ 34 (to release prefixo 34). In this case only prefix 33 and 34 will be released for the extensions with

local category.

* If you want to block the access code 048, do the following: 55 + 0 + 0 + 048. when the caller press 0 + CARRIER CODE + 48, the PABX will block the call.

* To totally block access code 0900, enter in PABX Programming mode and press 55 + 0 + 0 + 0900.

* To release all DDD access codes, enter in PABX programmimg mode and press 55 + 8 + 0. This will block all access code for extensions with local and regional access and release those for DDD and IDD.

2.7.1 Analyzing the access code table

Factory setting : The PABX analyses the table for all the lines.

This program setting will allow you to determine if the PABX should or should not analyse the access code table, defyning the extension category to access a predetermined access code. If the PABX is set not to analyse the table, the calls will be made as per the category for external calls programmed for each extensions.

Setting the PABX not to analyze the access code table

Lift handset, press ⌊1⌋⌊2⌋ + MAIN PASSWORD + ⌊4⌋ + LINE + ⌊8⌋⌊4⌋⌊0⌋, wait for confirmation tone.

Setting the PABX to analyze the access code table

Lift handset, press ⌊1⌋⌊2⌋ + MAIN PASSWORD + ⌊4⌋ + LINE + ⌊8⌋⌊4⌋⌊1⌋, wait for confirmation tone.

2.8 Analyzing local numbers digits

Factory setting : Analyze local digits equal to 8.

The non limit of the digits is interesting when the PABX is connected as sub-system of another PABX. *See the possible types of external calls that can be analyzed :*

IDD (International direct dial) - 20 numbers;
DDD (domestic direct dial) - 13 numbers;
CDD (Collect call direct dial) - 14 numbers;
LOCAL (local dial) 7, 8 or 9 numbers, as per the following:

Setting the PABX not to analyze the local digits

Lift handset, press ⌊1⌋⌊2⌋ + MAIN PASSWORD + ⌊4⌋ + LINE + ⌊9⌋⌊0⌋⌊8⌋, wait for confirmation tone.

LINE: press 1, 2, 3 or 4, as per the line you wish to program, or 9 to program all the lines at once.

This setting allow the PABX to analyse or not the number of digits pressed to make an external call.

Setting the PABX to analyse the local digits

Lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{9}\boxed{1}$ + LOCAL DIGIT NUMBER (7 to 9), wait for confirmation tone.

2.9 Blocking collect call

Factory setting : Activated for daymode and night mode.

Blocking day mode Collect Call

Lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{2}\boxed{1}$, wait for confirmation tone.

Blocking night mode Collect Call

Lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{3}\boxed{1}$, wait for confirmation tone.

Releasing day mode collect call

Lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{2}\boxed{0}$, wait for confirmation tone.

Releasing night mode Collect Call

Lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{3}\boxed{0}$, wait for confirmation tone.

Example: You want to prevent all lines from receiving collect calls during nightmode. While in main programming, press 4 + 9 + 831.

2.10 Auto-answer

Factory setting: Extension 20 programmed to auto-answer; 35 seconds overflow time, afterwhich the call will be answered by extension 21.

All incoming calls will be answered by the set extension (operator); if the call is not answered after 35 seconds, it will be forwarded to the second extension (overflow extension). See the following options on how to program your PABX.

2.10.1 Auto-answer in day mode

Factory setting: Extension 20 programmed to auto-answer.

This program setting will determine which extension or group will answer calls (operator).

Setting an extension as line operator in day mode

Lift handset, press ⎡1⎤⎡2⎤ + MAIN PASSWORD + ⎡4⎤ + LINE + ⎡1⎤ + EXTENSION Nº, wait for confirmation tone.

Example 1: for extensions 23 to answer incoming calls through line 2, enter in PABX programming mode and press 4 + 2 + 1 + 23.

Setting a group as line operator in day mode
(see how to program group in item 15)

Lift handset, press ⎡1⎤⎡2⎤ + MAIN PASSWORD + ⎡4⎤ + LINE + ⎡1⎤ + ⎡6⎤ + GROUP Nº (1 to 4), wait for confirmation tone.

Example 2: for group 1 to answer all incoming calls, enter in PABX programming mode and press 4 + 9 + 1 + 6 + 1.

2.10.2 Setting an extension as line operator in nightmode

Factroy setting: Extension 21 programmed as nightmode operator.

You can program an extension or group to answer incoming calls when the PABX is in night mode.

Setting an extension as line operator in night mode

Lift handset, press ⎡1⎤⎡2⎤ + MAIN PASSWORD + ⎡4⎤ + LINE + ⎡3⎤ + EXTENSION Nº, wait for confirmation tone.

Setting a group as line operator in night mode

Lift handset, press ⎡1⎤ ⎡2⎤ + MAIN PASSWORD + ⎡4⎤ + LINE + ⎡3⎤ + ⎡6⎤ + GROUP Nº (1 to 4), wait for confirmation tone.

Example: to program extension 23 to receive all incoming calls in night mode, enter in main programming and press 4 + 9 + 3 + 22.

2.10.3 Night mode service

Factory setting: desactivated.

When setting night mode, the extensions and lines bear the configurations for daymode and/or daymode and nightmode. When nightmode service is desactivated the extensions and the lines will bear the configurations for daymode service.

Features to be changed in night mode
Night mode auto-answer; Line auto-answer; overflow auto-answer, night mode

Night mode service allows you to operate your PABX for special periods using a different mode of operation for holidays, night time, weekends and others.

If you don´t want to set an overflow attendant, choose the option without attendant. After the overflow time expires, the call is disconnected.

overflow auto-answer; external call category; Intrude access category; category for external call through special route and route 0; access category for doorphone; external activation access category; automatic auto-answer and collect call blocking.

Activating night mode service

Lift handset, press ⒈⒈③, wait for confirmation tone.

Desactivating night mode service

Lift handset, press ⒈⒈④, wait for confirmation tone.

Note :
- With the communication board installed, you can set your PABX to enter and exit night mode service everyday at the same time. See 30.5;
- Once night mode service is set, the extensions will assume night mode categories already defined;
- When night mode services is desactivated, all incoming calls will be answered by the extension operator, and the extensions will assume the regular categories determined by the day mode service.

2.10.4 Overflow auto-answer

Factory setting: Extension 21.

You can determine an extension or a group to answer incoming calls in case they are not answerd by the extension or nightmode service. The call will ring on this extension or group after the overflow time.

Setting an extension as overflow auto-answer

Lift handset, press ⒈② + MAIN PASSWORD + ④ + LINE + ② + EXTENSION Nº, wait for confirmation tone.

Setting a group as overflow auto-answer

Lift handset, press ⒈② + MAIN PASSWORD + ④ + LINE + ② + ⑥ + GROUP Nº (1 to 4), wait for confirmation tone.

Setting sequential ring as overflow auto-answer

Lift handset, press ⒈② + MAIN PASSWORD + ④ + LINE + ②⑥⓪, wait for confirmation tone.

When set, you need to program the extensions to receive the sequential ring call (extensions 20, 21, 22, 23 and 24 are preset the receive sequential ring calls).
Activating the sequential ring call reception for an extension:

Lift handset, press ⒈⑧⒈, from the extension receiving sequential ring, wait for confirmation tone.
Desactivating the sequential ring call reception for an extension :

Lift handset, press ⒈⑧⓪, from the extension receiving sequential ring, wait for confirmation

tone.

Setting the PABX to remain without overflow auto-answer

Lift handset, press ⑴ ⑵ + MAIN PASSWORD + ④ + LINE + ⑵, wait for confirmation tone.

If the line is programmed without overflow auto-answer and the main extension (operator) was in program setting, the incoming call will be forwarded to nightmode auto-answer. If the line is set without overflow auto-answer, you need to make sure to set the overflow time different from zero, otherwise, the calls will be dropped.

Example: You want to set extension 23 as overflow operator for line 1: Enter in PABX programming mode and press 4 + 1 + 2 + 23.

2.10.5 Setting overflow time for line or night mode operator

Factory setting: 35 seconds.

Setting overflow time

Lift handset, press ⑴ ⑵ + MAIN PASSWORD + ④ + LINE + ④ + TIME (00 to 80 seconds), wait for confirmation tone.

Example: You want all incoming calls ringing for 70 seconds on the extension operator before diverting the call: Enter in PABX program mode and press 4 + 9 + 4 + 70.

2.10.6 Ring overflow for night mode

Factory setting: Activated.

Desactivating ring overflow for night mode

Lift handset, press ⑴ ⑵ + MAIN PASSWORD + ④ + LINE + ⑧ ⑦ ⓪, wait for confirmation tone.

Activating ring overflow for night mode

Lift handset, press ⑴ ⑵ + MAIN PASSWORD + ④ + LINE + ⑧ ⑦ ⑴, wait for confirmation tone.

Example 1: to remove ring overflow for incoming calls through line 1 during nightmode, enter in PABX program mode and press 4 + 1 + 870.

Example 2: to program all lines without ring overflow for incloming calls in night mode , entre enter in PABX program mode and press 4 + 9 + 870.

2.11 Identifying incoming calls

Factory setting: Ringing time equals zero, all calls will be forwarded to PABX operator.

This feature allows you to determine the ringing time before ringing on the operator extension.

OBS.: For Call ID showing's category, internal calls are presented as follows: 9 + extension

number (9 = call category).

For caller ID without category, only extension number is displayed.

Category sent to DTMF CID phones connected to extension programmed with **Extension Caller ID** activated.

1 - Regular Subscriber

2 - Special Billing or Celular

3 - PSTN Testing Terminal

4 - Local Public Phone

5 - Operator

6 - Reservation (NO UTILIZED)

7 - Interurban Public Phone

8 - Reservation (NO UTILIZED)

9 - Extension PABX Intelbras

0 - Outgoing call PABX Intelbras

Setting incoming call identification

Lift handset, press $\boxed{1}\,\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\,\boxed{0}$ + RINGING Nº (0 to 1), wait for confirmation tone.

2.12 Dial tone timing

You can set the maximum time (en seconds) your PABX wait to dial an external number. You can also define that after this time your PABX can consider the call as through or drop it.

The Dial Tone Time (DTT) will be equivalent to 5 times the value used in the program setting. Example: If you program 10 as Dial tone, this will generate 50 seconds of waiting time.

In places where the Dial Tone has a time gap before being heard, you need to evaluate its time and then set a value higher than what you have evaluated; this time will be counted after lifting the handset before dialing any number.

2.12.1 Answer a call after DTT

Factory setting: 07 (35 seconds) to answer the call after the dial tone.

Lift handset, press $\boxed{1}\,\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{5}$ + TIME - 06 to 90 (30 to 450), wait fo confirmation tone.

2.12.2 Drop the call after DTT

Factory setting: PABX does not drop the call after dial tone.

Lift handset, press ①② + MAIN PASSWORD + ④ + LINE + ⑥ + TIME - 06 to 90 (30 to 450), wait fo confirmation tone .

If accessing an external line, eventually, you answer a call, it is important to note this program setting. If it is being activated you need to transfer the call before the programmed time to avoid losing the call.

2.12.2.1 Transferring the answered call

Press ①①①, wait 7 seconds + FLASH + Extension Nº.

USING THE PABX (in alphabetical order)

3. FAST ACCESS TO INTERNET

Factory setting: Desactivated for extension 20 e 21.

You can have direct access to line 1 and 2 through extension 20 and 21. This allows you to have your telephone connected directly to the telephone line.

3.1 Category for fast internet access

Setting extensions for fast internet access
Lift handset, press ①② + MAIN PASSWORD + ③⑤②⑨ + EXTENSION Nº (referring to physical position 00 or 01), wait for confirmation tone.

Cancelling extension access
Lift handset, press ①② + MAIN PASSWORD + ③⑥②⑨ + EXTENSION Nº (referring to physical position 00 or 01), wait for confirmation tone.

Important
- The program setting requires a password for your extension. Lift handset, press ① ⓪ + 2 x Extension password (2 digits), wait for confirmation tone.
- If you want to change your extension password, lift handset, press ① ⓪ + NEW PASSWORD + CURRENT EXTENSION PASSWORD, wait for confirmation tone.

3.2 Using fast internet access

Extension password is set with two digits. However, you can alter the password following the steps in 26.1.

Press $\boxed{8}\boxed{9}\boxed{9}$ + Extension password, wait for line tone.

- If your PABX has caller ID board installed, there will be a lose in data transmission speed. It is better to use this feature for modems with a speed higher than 33,600 bps.

4. COLLECTIVE PHONE DIRECTORY

Factory setting: Directory empty.

This feature enable the creation of collective phone directory with numbers for general and restricted use to be used by the extensions. Collective Phone Directory can memorize up to 80 numbers (max 20 digits) to be identified by a number setting from 20 to 99.

- numbers for general use: Available for all extensions as long as they have an external access category (local, regional, DDD or IDD) that allows for call completion.

- numbers for restricted use: Available only for extensions with _access category to phone directory with restricted use_. The extension categorized to use the collective phone directory for restricted use will have external access independantly from its external call category (local, regional, DDD or IDD). Example: Your extension can have a category for local calls and also be categorized to access a long distance call via collective phone directory for restricted use.

4.1 Category for collective phone directory restricted use access and data protection for extensions.

Factory default setting: Desactivated.

Setting the access to collective phone directory for restricted use and data protection in day an nightmode.

Lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{7}\boxed{9}$ + CATEGORY + EXTENSION N°, wait for confirmation tone.

CATEGORY
0 No access to phone directory for restricted use and without data protection;
1 No access to phone directory for restricted use and with data protection;
2 No access to phone directory for restricted use and without data protection;

Data protection for extension: there are some extensions which can´t receive interference. These extensions sending data such as fax, modem, etc.., won´t receive beeps from other calls but continuous dial tone and always receive continuous ring tone regardless of the type of incoming calls.

3 No access to phone directory for restricted use and with data protection;

Example: extension 21 needs access to collective phone directory for restricted use and can´t receive interference for having a fax modem. Enter in PABX program mode and press 379 + 3 + 21.

4.2 Storing telephone numbers

Phone directory general use

Lift handset, press ⏢1⏢ ⏢2⏢ + MAIN PASSWORD + ⏢7⏢⏢0⏢ + DIRECTORY Nº (20 to 99) + ROUTE (0 to 4) + EXTERNAL Nº, wait for confirmation tone.

Phone directory restricted use

Lift handset, press ⏢1⏢ ⏢2⏢ + MAIN PASSWORD + ⏢7⏢⏢1⏢ + DIRECTORY Nº (20 to 99) + ROUTE (0 to 4) + EXTERNAL Nº, wait for confirmation tone.

Deleting stored numbers

Lift handset, press ⏢1⏢ ⏢2⏢ + MAIN PASSWORD + ⏢7⏢⏢0⏢ + DIRECTORY Nº (20 to 99), wait for confirmation tone.

4.3 Using both phone directories

Press ⏢7⏢ + STORED NUMBER POSITION (20 to 99) after dial tone, press FLASH. If your have decadic signal, press ⏢1⏢ instead of FLASH.

5. INDIVIDUAL PHONE DIRECTORY

Factory setting: directory empty
This feature allows each extension to have its own directory with up to 10 stored numbers (max 20 digits).
The stored numbers will be identified by the number setting 10 to 19 that indicates the position in which they were stored.

5.1 Storing telephone numbers

Storing the numbers from your extension

Lift handset, press ⏢1⏢ ⏢7⏢ + DIRECTORY POSITION Nº (10 to 19) + ROUTE (0 to 4) + EXTERNAL NUMBER, wait for confirmation tone.

With the communication board, just enter 7 + NUMBER POSITION IN DIRECTORY and the PABX will dial the stored number.

You must repeat the operation for every new number to be stored.

Deleting the stored numbers

Lift handset, press ⌊I⌋⌊7⌋ + DIRECTORY POSITION Nº (10 to 19), wait for confirmation tone.

Example: You want to store 0 XX 48 2819500 in the first position of your phone directory, considering that the call is established through route 2: Press 17 + 10 + 2 + 0 XX 482819500. When you call the number, press 71 + POSITION IN THE DIRECTORY.

5.2 Using the individual phone directory

Press ⌊7⌋ + POSITION IN THE DIRECTORY (10 to 19), after receiving the dial tone press FLASH. If your phone uses decadic signal, press ⌊I⌋ instead of FLASH.

6. TOLL RESTRICTION

There are two types of call barring; one set by the proper extension and another one set by the PABX .

Importante
- The extension set with call barring receives internal dial tone with signal. (continuous tone followed by beeps at each second);
- If the extension was set with a barring category, it will not accept another program setting until the previous is cancelled;
- Even if call barring was set, external line access can occur through private code or using the extension password (*see items 19.3 and 19.6)*.

6.1 Set TOLL RESTRICTION from extension

This is possible only if the extension has a password as it is also required to cancel this feature.

From your extension, lift handset, press ⌊I⌋ ⌊5⌋ ⌊I⌋ + CATEGORY, wait for confirmation tone.

CATEGORY
1 block only (IDD), releasing (DDD), regional and local access;
2 block only (DDD) and (IDD), releasing local e regional access;
3 block regional, (DDD) and (IDD), releasing only local access;
4 block total.

Cancel call barring

From your extension, lift handset, press ⌊I⌋⌊5⌋⌊I⌋ + EXTENSION PASSWORD,

wait for confirmation tone.

Important
- To set your password extension, lift handset, press (I) (0) + 2x EXTENSION PASSWORD (2 digits), wait for confirmation tone.
- To change your password, lift handset, press (I) (0) + NEW PASSWORD + CURRENT PASSWORD, wait for confirmation tone.

6.2 TOLL RESTRICTION from main PABX extension

From main extension lift handset, press (I) (5) (0) + CATEGORY + EXTENSION N^O, wait for confirmation tone.

CATEGORY: Refer to categories in 6.1

Cancel TOLL RESTRICTION
Lift handset, press (I) (5) (0) (0) + EXTENSION N^O, wait for confirmation tone.

6.3 Cancelling any TOLL RESTRICTION

From main extension lift handset, press (I) (2) + MIAN PASSWORD (3 digits) + (6) (4) + EXTENSION N^O, wait for confirmation tone.

7. CALL CAPTURE

You can capture unanswered incoming calls being held or parked on other extensions. You can´t capture calls from reminder or recall.

7.1 Standard Call Capture (any extension)

From main extension, lift handset, press (I) (2) + MAIN PASSWORD (3 digits) + (3) (0) (9) (I), wait for confirmation tone.

Desactivate standard call capture
Lift handset, press (I) (2) + MAIN PASSWORD (3 digits) + (3) (0) (9) (0), wait for confirmation tone.

To capture a call ringing on an extension
Press (5) (5).

7.2 Call Capture at a specific extension

Press ⑤ + EXTENSION NUMBER.

NOTE
- YoU can also capture an incoming call if the destination extension is busy answering a call and is receiving a beep signal of a new call.

7.3 Extension Group Capture

Press ⑤ + ⑥ + GROUP N° (1 to 4).

7.4 Call Capture from operator queue

Press ⑤ ⑨.

8. CANCELLING PASSWORDS (EXTENSION, FOLLOW ME, DND & TOLL FREE RESTRICTION), AT ONCE

Lift handset, press ① ② + MAIN PASSWORD+ ⑥ ⑤ + EXTENSION N˚, wait for confirmation tone.

9. INTERCOM EMERGENCY

Factory setting: No emergency call setting.

9.1 Setting extension to make an emergency call

Lift handset, press ① ② + MAIN PASSWORD + ⑤ ② ② ③ + EXTENSION N^O, wait for confirmation tone.

9.2 Setting extension to receive emergency call

Lift handset, press ① ② + MAIN PASSWORD + ⑤ ② ② ① + EXTENSION N^O, wait for confirmation tone.

9.3 Resetting extension emergency activation

Lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD+ $\boxed{5}\boxed{2}\boxed{2}$), wait for confirmation tone.

Example: You want extension 20 to make emergency intercom to extension 23.
1º - to set the extension to establish the call, press 5223 + 20.
2º - to set the extension to receive the call, press 5221 + 23.

9.4 Making an emergency intercom

After lifting the handset from the extension set to make the call, wait 7 seconds, the PABX will automatically make the call to the extension set to receive it. The convesation takes place once the call is answered.

Note
- To disconnect the call, put the hadset on the hook;
- If the destination extension is busy, the PABX informs the emergency extension by emitting 10 beeps followed by a 5 second pause. This signal will continue until the destination extension disconnects the call.

10. BOSS-SECRETARY

Factory setting: No program setting.

This feature allows for fast access between extensions requiring constant communication. You can set up to 4 groups as follows: 1 boss and 1 secretary; 1 boss and 2 secretaries; 2 bosses and 1 secretary and 2 bosses and 2 secretaries.

10.1 Setting the group and the position of each extension

Lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{3}$+ GROUP Nº (1, 2, 3 or 4) + EXTENSION POSITION IN THE GROUP (1 to 4) + EXTENSION Nº, wait for confirmation tone.

EXTENSION POSITION IN THE GROUP
1 Boss 1;
2 Boss 2;
3 Secretary 1;
4 Secretary 2.

Example: You want to program a group boss-secretary (group 1) with 2 bosses (extension 22 - Boss 1 and Extension 23 - Boss 2) and one secretary to be extension 21: Enter in main program setting, pressing 12 + MAIN PASSWORD with the following:
Extension 22 as boss 1, press 93 + 1 + 1 + 22;

All groups should have a boss and a secretary.

Each extension can belong to only one group.

If the secretary receives an incoming call and transfers it to the boss while he is on the line, as soon as the line is free, the call will ring on her extension to check if her boss is available.

If the boss calls the secretary while her line is busy, she will recieve beeps indicating the boss is trying to call.

Extension 23 as boss 2, press 93 + 1 + 2 + 23;

Extension 21 as secretary 1, press 93 + 1 + 3 + 21.

Resetting a group boss-secretary

Lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{3}$ + GROUP N⁰ (1, 2, 3 or 4)+ $\boxed{0}$, wait for confirmation tone.

10.2 Calling a group boss-secretary

One boss and one secretary

The boss and the secretary call each other by pressing $\boxed{4}$.

One boss an two secretaries

The boss calls secretary 1 by pressing $\boxed{4}\boxed{1}$ and secretary 2 by pressing $\boxed{4}\boxed{2}$. Both secretaries press $\boxed{4}$ to call the boss.

Two bosses and one secretary

The secretary presses $\boxed{4}\boxed{1}$ to call boss 1 and $\boxed{4}\boxed{2}$ to boss 2. Both bosses press $\boxed{4}$ to call the secretary.

Two bosses and two secretaries

The bosses call secretary 1 by pressing $\boxed{4}\boxed{1}$ and $\boxed{4}\boxed{2}$ to secretary 2. The secretaries press $\boxed{4}\boxed{1}$ to call boss 1 and $\boxed{4}\boxed{2}$ to call boss 2.

NOTE
- If the extensions set as Boss-Secretary are key telephone systems (KTS), you can program a key as interphone. See your KTS manual on how to program this feature

10.3 Transferring a call to an extension belonging to a boss-secretary group

Press FLASH + $\boxed{4}$ or $\boxed{4}\boxed{1}$ or $\boxed{4}\boxed{2}$ and disconnect.

If your phone is decadic the use of flash is not necessary.

10.4 Group Boss-secretary extension inquiry

You are connected to an extension/call and want to call another extension Press Flash + ④,④① or ④② as per the access.

10.5 Capturing a call ringing on an extension from a boss-secretary group

Press ⑤④.

11. INQUIRIES

You can call an extension while attending an incoming call or an intercom. You can return to the original call after being put on hold.

11.1 Changing the flash time of the extension

Factory setting: 400 milliseconds.

This setting is only required when you have difficulties transferring a call or when transferring it to the destination extension, it drops. This generally happens with cordless telephones, other telephone brands, or fax machines.
Your extension flash time must be higher than of your telephone; otherwise when using this feature the call will be disconnected.

Changing your extension flash time
Lift handset, press ①⑥⑤ + FLASH TIME - 2 to 9 (200 to 900ms), wait for confirmation tone.

11.2 Extension inquiry

While answering an external call or an intercom, you want to call another extension
Press FLASH + Extension Nº.
If your phone is decadic, the use of flash is not necessary.

11.3 Call inquiry to PABX operator

While answering an external call or an intercom, you want to call the PABX operator
Press FLASH + ⓪.
If your phone is decadic, the use of flash is not necessary.

11.4 Call inquiry to an extension group

While answering an external call or an intercom, you want to call an extension belonging to a group

Press FLASH + ⑥ + GROUP Nº (1 to 4).

If your phone is decadic, the use of flash is not necessary.

11.5 Terminating a call inquiry

You made a call inquiry and would like to return to the original call.

Press FLASH + ⑨.

If your phone is decadic, the use of flash is not necessary.

12. CALL CONFERENCE

Factory setting: All extensions are set for call conference.

Activating conference call

From main extension, lift handset and press ①② + MAIN PASSWORD

+ ②⑥①, wait for confirmation tone.

Desactivating conference call

From main extension, lift handset and press ①② + MAIN PASSWORD

+ ②⑥⓪, wait for confirmation tone.

Example: You want to activate conference call for all extensions: Enter in PABX program mode and press 261 from the main extension.

12.1 Conference between three extensions

While making a call inquiry, you want to call another extension and establish a 3 party conference call.

Press FLASH + ⑦, wait for confirmation tone.

Leaving the conference and returning to your call inquiry

Press FLASH + ⑨.

12.2 Conference between 2 extensions and one external call

While on an external call, you make a call inquiry to an extension and want to establlish a 3 party conference

Press FLASH + (7).

Leaving the conference and returning to your external call

Press FLASH + (9).

12.3 Conference between 1 extension and 2 external calls

While on an external call you want to make another external call.

Press FLASH + (6)(9) and put the handset on the hook to hold the original call lift the handset and dial the number.

To talk to both parties at the same time

Press FLASH + (7).

To put the second party on hold and talk to the first one.

Press FLASH + (6).

To remove the last party

Press FLASH + (9).

13.CALL DIVERT

This feature will allow for incoming calls to be diverted to another extension.

13.1 Always divert

All incoming calls to your extension will be diverted to a specified extension.
From your extension, lift handset, press (1)(4)(3) + EXTENSION Nº - to answer the call, wait for confirmation tone.

Reset always divert

From your extension, lift handset, press (1)(4)(3), wait for confirmation tone.

13.2 Divert if busy

Once always divert is programmed, your extension will have a dial tone consisting of a continuous beep followed by a beep at each second and will not receive calls.

If your extension is busy, incoming calls will be diverted to another extension. Divert is busy can also be programmed for groups (forwarder or hierarchic).

From your extension, lift handset, press $\boxed{1}\boxed{4}\boxed{4}$ + EXTENSION Nº - to answer the call, wait for confirmation tone.

Setting a group to answer your call when your extension is busy

From your extension, lift handset, press $\boxed{1}\boxed{4}\boxed{4}$ + GROUP Nº, wait for confirmation tone.

Desactivate extension or group

From your extension, lift handset, press $\boxed{1}\boxed{4}\boxed{4}$, wait for confirmation tone.

13.3 Divert if no answer

Incoming calls will be diverted if your extension does not answer after the programmed number of rings. Divert if no answer can also be set for extension groups (forwarder or hierarchic).

From your extension, lift handset, press $\boxed{1}\boxed{4}\boxed{5}$ + Nº OF RINGS (3 to 7) + EXTENSION Nº, wait for confirmation tone.

Setting a group to answer your calls

From your extension, lift handset, press $\boxed{1}\boxed{4}\boxed{5}$ + Nº OF RINGS (3 to 7) + GROUP Nº, wait for confirmation tone.

Desactivating divert if no answer

From your extension, lift handset, press $\boxed{1}\boxed{4}\boxed{5}$, wait for confirmation tone.

If the call is parked for more than 3 minutes, it will return to the extension that parked it.

14. CALL PARKING

This feature allow you to leave a call in a place to be picked up later on by the person to whom the call was directed. Parking number and the existance of the call should be mentioned..

Parking an external call after being answered

Press FLASH + $\boxed{6}$ + PARKING NUMBER Nº (5 to 7), wait for confirmation tone and put the phone on the hook. If your phone is decadic, the use of FLASH is not necessary.

Removing from parking

Press (5)(6) + PARKING NUMBER Nº (5 to 7), wait for confirmation tone and put the phone on the hook.

Example: You answered an incoming call using a decadic phone and can´t locate the person to transfer the call. You can park the call in position 5 while looking for the person. Press 6 + 5 and disconnect. To come back to it and remove it from parking, press 56 + 5.

15. EXTENSION GROUP

Factory setting: No group setting.

This feature was developed to make sure that all incoming calls will be answered when an extension is busy or not answering. You group few extensions based on their proximity or function and form up to 4 groups, with a maximum of 7 extensions for each group, with the exception of the group multiple ring (up to 6 extensions). The extensions can belong to more than one group.

15.1 Types of groups to be set

Forwarder
The PABX "memorizes" the group extension to which an incoming call was forwarded and, during the next incoming call, forwards to the next available extension, following the programming order. If the extension is busy, the call is forwarded to the next available extension.

Example: Suppose you have programmed the extension sequence 23, 25 e 27 for a group forwarder, and the last incoming call was forwarded to extension 25; the following call goes to 27, and if is busy or does not answer, the call is forwarded to extension 23.

Hierarchic
Here the calls are answered based on the hierarchy of the extension programming. The first extension of the group will always have priority over the other in answering incoming calls.

If the first extension does not answer or is busy as well as the second one, the call will be forwarded to the third extension; if the later does not answer, the call will come back to the first extension, following the programming order. If all extensions are busy, the call will keep waiting to be answered by the first extension of the group. NOTE: The last extension will only receive calls when the group extensions are busy.

Example: Suppose you have programmed this sequence: 21, 24, 26 and 27. The extensions 21, 26 and 27 are available and extension 24 is busy. The call is forwarded to 21; if there is no answer after the number of ring for divertion, the call is forwarded to

26; if again there is no answer, the call comes back again to 21.

Multiple ring

The incoming call is forwarded to all extensions of the group at the same time and anyone can answer just by lifting the handset. The intercom forwarded to this type of groups will have the same characteristics described for an hierarchic group. If this group receive an incoming call, either transfered or not, and all extensions are busy, the call is transfered to the first extension receiving beeps.

15.2 Programming the groups

You can create a group, determine type (forwarder, hierarchic or multiple ring), as well as determine the number of time the extension rings before being forwarded to the group.

From the main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{6}$ + GROUP N° (1, 2, 3 or 4) + N° OF RINGS (3 to 7) + TYPE OF GROUP (1 forwarder; 2 hierarchic and 3 multiple ring), wait for confirmation tone. Afterwards, you need to add the extensions belonging to the group.

Adding an extension

From the main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{5}$ + GROUP N° (1 to 4) + $\boxed{1}$ + EXTENSION N°, wait for confirmation tone. You should follow these steps to add all the desired extensions.

Removing an extension

From the main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{5}$ + GROUP N° (1 to 4) + $\boxed{0}$ + EXTENSION N°, wait for confirmation tone.
You should follow these steps to remove all the desired extensions.

Cancelling all the group

From the main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{0}$ +GROUP N°, wait for confirmation tone.

15.3 Calling a group

Press $\boxed{6}$ + GROUP N° (1 to 4), wait for confirmation tone.

16. HOTLINE

16.1 Hotline without delay (external line)

When lifting the handset, your extension will access the external line directly; you won´t be able to make another type of calls.

Activating Hotline

From your extension, lift handset, press ⬛4⬛2⬛0 + ROUTE Nº (0 to 4), wait for confirmation tone.

Desactivating Hotline

From your extension, lift handset, press ⬛2 + MAIN PASSWORD+ ⬛6⬛7 + EXTENSION Nº, wait for confirmation tone.

16.2 Hotline with delay (external line)

When lifting the handset, your extension will wait for 7 seconds before accessing the external line. You can make any call with in the 7 seconds.

Activating Hotline

From your extension, lift handset, press ⬛4⬛2⬛1 + ROUTE Nº (0 to 4), wait for confirmation tone.

Desactivating Hotline

From your extension, lift handset, press ⬛4⬛2, wait for confirmation tone.

16.3 Hotline without delay (intercom)

When lifting the handset, your extension will access the programmed extension directly; you won´t be able to make another type of calls.

Activating hotline

From your extension, lift handset, press ⬛4⬛2⬛0 +EXTENSION Nº, wait for confirmation tone.

Desactivating Hotline

From your extension, lift handset, press ⬛2 + MAIN PASSWORD + ⬛6 ⬛7 +

EXTENSION N°, wait for confirmation tone.

16.4 Hotline with delay (intercom)

When lifting the handset, your extension will wait for 7 seconds to access the programmed extension; you can make any call with in the 7 seconds.

Activating Hotline

From your extension, lift handset, press ⎡I⎤⎡4⎤⎡2⎤⎡I⎤ +EXTENSION N° , wait for confirmation tone.

Desactivating Hotline

From your extension, lift handset, press ⎡I⎤⎡4⎤⎡2⎤, wait for confirmation tone.

17. CALL INTRUSION

Factory setting: No setting.

This feature allows you to break into call on another extension. This is useful when there is an emergency, when a boss is calling or for telemarketing.

17.1 Categories

For day mode

From main extension, lift handset, press ⎡I⎤⎡2⎤ + MAIN PASSWORD+ ⎡3⎤⎡5⎤⎡0⎤ + CATEGORY + EXTENSION N°, wait for confirmation tone.

For night mode

From main extension, lift handset, press ⎡I⎤⎡2⎤ + MAIN PASSWORD+ ⎡3⎤⎡6⎤⎡0⎤ + CATEGORY + EXTENSION N°, wait for confirmation tone.

For both modes

From main extension, lift handset, press ⎡I⎤⎡2⎤ + MAIN PASSWORD+ ⎡3⎤⎡7⎤⎡0⎤ + CATEGORY + EXTENSION N°, wait for confirmation tone.

CATEGORY
0   Extension does not untrude and can receive an intrusion;

1 Extension untrudes and can receive an intrusion;
2 Extension does not untrude and can´t receive an intrusion;
3 Extension untrudes and can´t receive an intrusion

You are on a call and need to urgently call another busy extension

With the busy tone, press ⓼. After 5 seconds, the busy extension receives beeps indicating that the conversation is interrupted. You can talk now.

To cancel the intrusion and remain with the external call, press FLASH + ⓽.

You need to urgently call another busy extension

With the busy tone, press ⓼. After 5 seconds the busy extension receives beeps indicating that the conversation is interrupted. You can talk now. To cancel the intrusion put the handset on the hook.

17.2 Extension telemarketing

Factory setting: All extensions are desactivated.

This function allows you to program an extension not to receive beeps during a call intrusion. This is done from the selected extension.
Lift handset, press ⒈⒌⓼ + EXTENSION PASWORD + ⒈, wait for confirmation tone.

Desactivating your extension to receive beeps

Lift handset, press ⒈⒌⓼ + EXTENSION PASSWORD + ⓪, wait for confirmation tone.

Important
- You need a password to program your extension, to program a password, lift the handset ⒈ ⓪ + 2x PASSWORD Nº (2 digits), wait for confirmation tone.
- If you want to alter the password, lift handset, press ⒈ ⓪ + NEW PASSWORD + CURRENT PASSWORD, wait for confirmation tone.

18. INTERCOM

To call another extension, lift handset and enter EXTENSION NUMBER.
To call the PABX operator, lift handset, press ⓪, wait if you receive a dial tone.

18.10 PABX operator busy tone

Factory setting: Extension receives dial tone.

This feature allows you to determine if extension calling the PABX operator receives a dial or busy tone when the line is busy.

To receive a dial tone, from main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{0}\boxed{4}\boxed{0}$, wait for confirmation tone.

To receive a busy tone, from main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{0}\boxed{4}\boxed{1}$, wait for confirmation tone.

18.2 Chained call

Establishing a chained call to the PABX operator

You call an extension that is busy, to call directly the PABX operator, press $\boxed{0}$.

Establishing a chained call to a group

You call an extension that is busy, to call a group, press $\boxed{6}$ + GROUP Nº (1 to 4).

Establishing a chained call to an extension

You call an extension that is busy, to call another extension, enter EXTENSION Nº.

19. EXTERNAL CALLS

19.1 External call category

Factory setting: Extension with category 2 for day and night mode.

This programming must be carried out for all extension making external calls:

For day mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{5}\boxed{1}$ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

For night mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{6}\boxed{1}$ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

For day and night mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN PASSWORD +
$\boxed{3}$ $\boxed{7}$ $\boxed{1}$ + CATEGORY + EXTENSION N^O, wait for confirmation tone.

CATEGORY
1 make intercoms, external calls: local, regional, DDD, IDD and receive calls;
2 make intercoms, external calls: local, regional, DDD, and receive calls;
3 make intercoms, external calls: local, regional, and receive calls;
4 make intercoms, external calls: local, and receive calls;
5 make intercoms, and receive calls;
6 make only intercoms;
7 can neither make intercoms nor inquiries, but receives calls.

19.2 External calls

Press $\boxed{9}$), wait for dial tone and dial the EXTERNAL N°.

19.3 Calling a number using your extension password

This feature allows you to dial an external number using your extension category for external call.
Press $\boxed{6}$ $\boxed{0}$ + YOUR EXTENSION PASSWORD and N°, wait for dial tone + EXTERNAL Nº.

Example: Your extension 22; with password 35; is set as category 3. If you are on another extension categorized to only make local calls but want to use route 0 to call (51)3456789, enter 60 + 35 + 22, wait for dial tone, and dial 0 XX 513456789.

Important
- This feature does not allow you to use external line recall;
- This feature can only be used through route 0;
- This type of access can be carried out even with call barring set;
- To set this feature you need a password for your extension: Lift handset, press $\boxed{1}$
  $\boxed{0}$ + 2x EXTENSION PASSWORD N° (2 digits), wait for confirmation tone. To
  alter the password, lift handset, press $\boxed{1}$ $\boxed{0}$ + NEW PASSWORD + CURRENT
  PASSWORD, wait for confirmation tone.

19.4 External call through special route

You can program the extensions to access a specific external line using special route (1 to 4).

19.4.1 Programming the lines as special routes

Factory setting: No line is programmed as special route.

First you need to identify the telephone line signal (decadic or multifrequencial).

Set the PABX to establish external calls in decadic mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN OASSWORD + $\boxed{3}$ $\boxed{1}$ + LINE + ROUTE (1 to 4) + $\boxed{1}$, wait for confirmation tone.

Set the PABX to establish and receive calls in decadic mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN PASSWORD + $\boxed{3}$ $\boxed{1}$ + LINE + ROUTE (1 to 4) + $\boxed{4}$, wait for confirmation tone.

Set the PABX to establish external calls in multifrequencial mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN PASSWORD + $\boxed{3}$ $\boxed{1}$ + LINE + ROUTE (1 to 4) + $\boxed{2}$, wait for confirmation tone.

Set the PABX to establish and receive calls in multifrequencial mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN PASSWORD + $\boxed{3}$ $\boxed{1}$ + LINE + ROUTE (1 to 4) + $\boxed{5}$, wait for confirmation tone.

19.4.2 External call category through special route

Factory setting: Extensions without access to special routes in day and night mode. For an extension to establish calls through route 0, you need to define the special route through which your calls will be established. See how to program the extensions:

19.4.2.1 External calls through route 1 and 2

Day mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN PASSWORD + $\boxed{3}$ $\boxed{5}$ $\boxed{3}$ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

Night mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN PASSWORD+ $\boxed{3}$ $\boxed{6}$ $\boxed{3}$ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

Day and night mode

From main extension, lift handset, press $\boxed{1}$ $\boxed{2}$ + MAIN PASSWORD+

③⑦③ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

CATEGORY
0 No access to route 1 and 2; 1 No access to route 1; 2 No access to route 2;
  3 Access to route 1 and 2.

19.4.2.2 External calls through 3 e 4

Day mode

From main extension, lift handset, press ①② + MAIN PASSWORD

+ ③⑤④ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

Night mode

From main extension, lift handset, press ①② + MAIN PASSWORD

+ ③⑥④ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

Day and night mode

From main extension, lift handset, press ①② + MAIN PASSWORD + ③⑦④
+ CATEGORY + EXTENSION Nº, wait for confirmation tone.

CATEGORIA
0 No access to route 3 and 4;
1 No access to route 3;
2 No access to route 4;
3 Access to route 3 and 4.

19.4.3 External call through special route

Press ⑧⑨ + ROUTE Nº (1 to 4), wait for dial tone + EXTERNAL Nº.

NOTE

- You can access special routes using code ⓪ to dial external number using ⓪
  + TELEPHONE NUMBER.

19.5 External call category (0 & Special route) using 0

Factory setting: Access to route 0 set for day and night mode.

The extensions can be programmed to access the external line through route 0 or special
routes (1 to 4) using code 0.

19.5.1 External Calls through route 0

Day mode

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD
+ $\boxed{3}\boxed{5}\boxed{2}\boxed{0}$ + EXTENSION Nº, wait for confirmation tone.

Night mode

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD +
$\boxed{3}\boxed{6}\boxed{2}\boxed{0}$ + EXTENSION Nº, wait for confirmation tone.

Day and night mode

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD
+ $\boxed{3}\boxed{7}\boxed{2}\boxed{0}$ + EXTENSION Nº, wait for confirmation tone.

An extension can only have one type of access through code 0. If it was programmed to access the external line through special routes using code 0, it will not have access to the external line using code 0.

19.5.2 External calls through private route using code 0

Day mode

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD
+ $\boxed{3}\boxed{5}\boxed{2}$ + ROUTE (1 to 4) + EXTENSION Nº, wait for confirmation tone.

Night mode

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{6}\boxed{2}$
+ ROUTE (1 to 4) + EXTENSION Nº, wait for confirmation tone.

Day and night mode

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{7}\boxed{2}$
+ ROUTE (1 to 4) + EXTENSION Nº, wait for confirmation tone.

Each extension can only have a special route programmed to use code 0.

19.5.3 Cancelling the access to route 0 and/or special routes through code 0.

Day mode

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD
+ $\boxed{3}\boxed{5}\boxed{2}\boxed{8}$ + EXTENSION Nº, wait for confirmation tone.

Night mode

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD

+ $\boxed{3}\boxed{6}\boxed{2}\boxed{8}$ + EXTENSION N°, wait for confirmation tone.

Day and Night mode

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD

+ $\boxed{3}\boxed{7}\boxed{2}\boxed{8}$ + EXTENSION N°, wait for confirmation tone.

19.6 External calls using private code

With the private code, you can make external calls from any extension (even if it does have a category for programmed external calls) using the category for external access for your extension.

19.6.1 Registering a private code for your extension

Factory setting: No programmed code.

Every code chosen between 00 and 39 can be associated with an extension (more codes can be associated with one extension). This will allow you to determine which extensions can make external calls using private code.

Setting the private code

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{7}$ $\boxed{4}$ + PRIVATE CODE (00 to 39) + EXTENSION N°, wait for confirmation tone.

Cancelling the private code

From main extension, lift handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD+ $\boxed{7}$ $\boxed{4}$ + PRIVATE CODE (00 to 39), wait for confirmation tone.

19.6.2 Registering a password for private code

You would need to set a private password to use this feature.

Setting a password for private code

From main extension, lift handset, press $\boxed{1}\boxed{6}\boxed{7}$ + PRIVATE CODE (00 to 39)+

PRIVATE PASSWORD (4 digits), wait for confirmation tone.

19.6.3 Making external call using private code

Press $\boxed{6}\boxed{9}$ + PRIVATE CODE (00 to 39)+ PRIVATE PASSWORD (4 digits), wait for dial tone + EXTERNAL N°.

This code is very useful for call report as it allows you to identify the private calls (your code is printed on the report that registers the call).

An extension can only have one type of access through code 0. If it was programmed to access the external line through special routes using code 0, it will not have access to the external line using code 0.

Each extension can only have a special route programmed to use code 0.

Important
- During this type of call, PABX operations are diabled;
- This type of call can made even if your extension is blocked.

19.7 Calling teleservices

This feature allows you to use the services offered by phone such as telestatement offered by your bank There is no digit limit.

Press $\boxed{8}\boxed{8}$, wait for dial tone + SERVICE ACCESS Nº, enter the number only after hearing the sound signal.

Important
- This feature needs a category for external access;
- This feature does not allow the use of Busy line recall feature;
- This type of call can only be transfered if the line is MF (multifrequencial).

20. LAST NUMBER DIALED MEMORY

Redialing last number using multifrequencial telephone
Press $\boxed{\#}$ or $\boxed{7}\boxed{0}$. After the dial tone, press FLASH.

Redialing last number using decadic telephone
Press $\boxed{\#}$ or $\boxed{7}\boxed{0}$. After the dial tone, press $\boxed{1}$.

21. ROOM MONITORING (BABYPHONE)

With the communication board, just press # ou 70, after the dial tone the PABX automatically makes the call.

Activating room monitoring with a basic telephone
From the extension to monitor, lift handset, press $\boxed{8}\boxed{5}$, then leave the phone off the hook.

Activating area monitoring with a telephone with speaker (handsfree)
From the extension to monitor, lift handset, press SPEAKER, then press $\boxed{8}\boxed{5}$.

This allows you to monitor and area, room or for other necessities.

Listening to the extension programmed
Enter the number of the extension programmed to listen or press $\boxed{8}\boxed{5}$. You can now

talk or listen to whoever is close to the extension.

Desactivating area monitoring
Press SPEAKER (handsfree)or put the handset on the hook.

Importante
- When this feature is activated, it remains as an open channel; if an extention establish a call, it will have direct access to the area to be monitored;
- PABX extension operator for day and night mode can´t be programmed for area monitoring;
- This programming is only allowed for one extension at a time.

22. DND (DO NOT DISTURB)

You can block incoming calls to your extension to avoid being disturbed.

Activating DND
From your extension, lift handset, press ⑴⑤⑵ + EXTENSION PASSWORD, wait for confirmation tone.

With DND on, the reminder and call back will still work; the extension will receive internal dial tone with a continuous tone followed by a beep every second.

Desactivating DND
From your extension, lift handset, press ⑴⑤⑵, wait for confirmation tone.

Important
- Before activating this feature, you need to have a password for your extension. See 17.2 on how to set and cancel your extension password.

22.1 Cancelling DND using the main extension

From main extension, lift handset, press ⑴⑵ + MAIN PASSWORD
+ ⑥③ + EXTENSION Nº, wait for confirmation tone.

23. BROKER CALL

During a call you can put it on hold to answer another incoming call and switch between calls (broker call). You will receive one beep if a call is being transfered to your extension and two beeps after each 5 seconds if a direct incoming call is reaching your extension.

While on a call, you receive a beep indicating another incoming call to be answered
Press FLASH + ⟨5⟩, the first call will be put on hold and you can talk with the second caller.

To swing between calls
Press FLASH + ⟨5⟩.

To disconnect a call
Put the phone on the hook and wait for the call of the second one.
If your phone is decadic, the use of FLASH is not necessary.

While on a call, you make an intercom inquiry and want to switch calls
Press FLASH + ⟨5⟩. The first call is put on hold and you are through the second call.

To swing between calls.
Press FLASH + ⟨5⟩.

To transfere the call to the extension you inquired
Put the phone on the hook.

To end and inquiry and the external call
While on a call inquiry, press FLASH + ⟨9⟩. The enquiry is ended. To end the external call, put the phone on the hook.

24. CALLS ON HOLD

Factory setting: 15 segundos.

This feature allows you to put a call on hold while making another call.

Setting the time to keep a call held
From your extension, press ⟨1⟩⟨6⟩⟨2⟩ + TIME TO HOLD A CALL (10 to 90 sec), wait for confirmation tone.

To hold a call after being answered
Press FLASH + ⟨6⟩⟨9⟩.
If your phone is decadic, the use of flash is not necessary.

NOTE

If the programmed time is over and while on the other call, you receive beeps indicating that you must return to the other call, put the phone on the hook to end the ongoing call and return to the first one or use the option broker call described in 23.

24.1 Capturing a held call

If the time to keep a call held is not over and you wish to connect with the call, press 5 6 9 .

25. RECALLS

With this feature you will avoid redialing to access a busy line or extension. The PABX establish a call at a time for each extension.

25.1 Recalling a busy line

Press # or 5 and wait. Your extension will be called back when the external line is available.

25.2 Recalling a busy or unavailable extension

Extension unavailable

While receiving the line tone, press # or 5 , wait for confirmation tone. Once the feature is programmed, the PABX will monitor the destination extension when the handset is lifted. As soon as the handset is placed on the hook, you will be informed by receiving a call.

Recall is identified by a long dial tone followed by a shortone.

Extension busy

While receiving the line tone, press # or 5 , wait for confirmation tone and place the phone on the hook. Once the extension becomes available you extension will be called.

25.3 Automatic line or extension recall

Factory setting : Automatic extension recall not activated. Automatic line recall activated.

25.3.1 Busy extension recall

Lift your extension handset, press $\boxed{1}\boxed{6}\boxed{3}$ + TIME (3 to 6 sec), wait for confirmation tone.

Desactivating automatic recall to busy extension
Lift your extension handset, press $\boxed{1}\boxed{6}\boxed{3}\boxed{7}$, wait for confirmation tone.

25.3.2 Automatic recall to busy line

Lift your extension handset, press $\boxed{1}\boxed{6}\boxed{4}$ + TIME (3 to 6 sec), wait for confirmation tone.

Desactivating automatic recall to busy line
Lift your extension handset, press $\boxed{1}\boxed{6}\boxed{4}\boxed{7}$, wait for confirmation tone.

25.4 Number of rings to wait before programming the recall

Factory setting : Number of rings equals zero.

From main extension, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{0}\boxed{3}$ + RINGS - 3 to 7, wait for confirmation tone.

25.5 Call back (call last incoming number)

You want to call, the last extension that called you, transfered a call or made an inquiry.
Press $\boxed{5}\boxed{7}$, wait for confirmation tone.

26. EXTENSION PASSWORD

Setting a password for your etension

Lift your extension handset, press $\boxed{1}\boxed{0}$ + 2 x EXTENSION PASSWORD N° (2 digits), wait confirmation tone.

Altering the password

Lift your extension handset, press ⟨I⟩⟨0⟩ + NEW PASSWORD + CURRENT PASSWORD, wait for confirmation tone.

26.1 Digits number for your password

Factory setting: 2 digits.

Changing the digit number (2, 3 or 4)

Lift the main extension handset, press ⟨I⟩⟨2⟩ + MAIN PASSWORD + ⟨7⟩⟨5⟩ + DIGIT Nº (2, 3 or 4), wait for confirmation tone.

26.2 Cancelling the password from the main extension

Lift the main extension handset, press ⟨I⟩⟨2⟩ + MAIN PASSWORD+ ⟨6⟩⟨I⟩ + EXTENSION Nº, wait for confirmation tone.

When the password digit number of an extension is changed, all extension passwords will be cancelled.

27. FOLLOW ME

Programming an extension to answer all your calls

Lift the extension handset, press ⟨I⟩⟨4⟩⟨7⟩ + YOUR EXTENSION PASSWORD AND Nº, wait for confirmation tone.

Desactivating

Lift your extension handset, press ⟨I⟩⟨4⟩⟨3⟩, wait for confirmation tone.

Importante
- Your extension will have an internal dial tone followed by beeps every second.
- To activate the follow me feature, you will need a password. See page 45 (19.4) on how to program a passwod.

27.1 Cancelling follow me from the main extension

Lift the main extension handset, press ⟨I⟩⟨2⟩ + MAIN PASSWORD (3 digits)
+ ⟨6⟩⟨2⟩ + EXTENSION Nº, wait for confirmation tone.

28. TRANSFERRING CALLS

Incoming calls can be transfered to another extension. The extension ring of a transfered call is identified by a short ring followed by a long one.

28.1 Return of Transfered calls

Factory setting: The transfered call will return if not answered within 60 seconds.

Lift main extension handset, press 1 2 + MAIN PASSWORD + 2 7 1, wait for confirmation tone.

Desactivating call return

Lift the main extension handset, press 1 2 + MAIN PASSWORD + 2 7 0, wait for confirmation tone.

28.2 Transferring a call

Press FLASH + EXTENSION Nº and disconnect.

28.3 Transferring a call to the PABX operator

Press FLASH + 0 and disconnect.

28.4 Transferring a call to an extension group

Press FLASH + 6 + GROUP Nº (1 to 4) and disconnect.

28.5 Transferring a call using the private code

Activating the private code

Before entering in main programming, press 3 0 6 1, wait for confirmation tone.

Desactivating private code

After entering in main programming, press 3 0 6 0, wait for confirmation tone.

Important :

- The calls established using private code and then transfered will be recorded in the extension that established the calls

Factory setting: Desactivated.

28.6 Transferring a call to another PABX

Factory setting: Desactivated.

If your carrier offers SPC - Stored Program Control, you can use your extension to transfer a call to another PABX by entering the PABX access code followed by the SPC code. This feature should be programmed in the PABX interconneted as sub-system.

Enabling the access

Lift the main extension handset, press ⎡1⎤⎡2⎤ + MAIN PASSWORD + ⎡2⎤⎡8⎤⎡1⎤, wait for confirmation tone.

Desabling the access feature

Lift the main extension handset, press ⎡1⎤⎡2⎤ + MAIN PASSWORD + ⎡2⎤⎡8⎤⎡0⎤, wait for confirmation tone.

Example: To activate the access, enter in main programming, press 281.

28.6.1 Using the SPC feature during an external call

Press FLASH + ⎡8⎤⎡8⎤, wait for line tone +MAIN EXTENSION Nº or SPC codes.

28.6.3 Flash time

Factory setting: 200 ms.

Setting the flash time for your telephone line

Lift the main extension handset, press ⎡1⎤⎡2⎤ + MAIN PASSWORD + ⎡0⎤⎡1⎤ + TIME - 1 to 9 (100 to 900 ms), wait for confirmation tone.

This featue can only be activated in multifrequencial mode.

When a PABX is interconnected as sub-system, it can transfer all calls and use all features offered by the main PABX.

29. INSTALLING THE ACCESSORIES

29.1 Communication board

With the communication board you can install up to 4 Ti (630i or 730i) or connect the PABX to a printer or pc to print a call report or program your PABX remotely.

Installing the Communication board

Plug the board in CN1, CN4, CN5, CN7, CN11 e CN12.
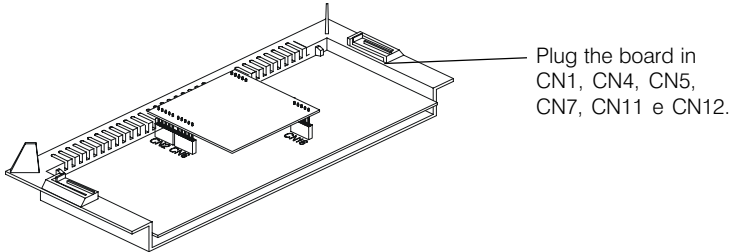
Installing the serial device

Serial device Connect to CN41
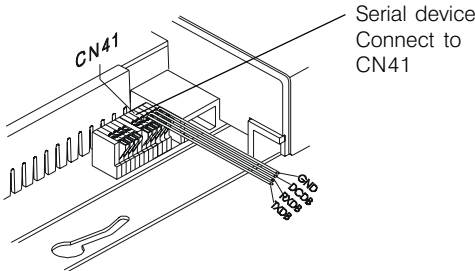
Station Call Report
A report can be printed using the following connector :

CN41	DB25 Printer	DB9 Printer
TXDB	Pin 3	Pin 2
DCDB	Pin 20	Pin 4
GND	Pin 7	Pin 5

Call billing
The billing is done using our software TELETAX. See the software manual on how to install and program it.

- Connect the serial interface to the connector CN41 as follows:

CN41 PABX	DB25 Pc	DB9 Pc
TXDB	Pin 3	Pin 2
RXDB	Pin 2	Pin 3
GND	Pin 7	Pin 5

ATTENTION!

- The serial interface of the PC or printer should be configured as follows:
  - RS 232;
  - 8 bits per character;
  - No parity;
  - 2 stop bits;
  - 9600 BAUDS.

29.1.1 Key Telephone System TI 630i / TI 730i

The maximum number of key telephone systems that can be installed with the Modular/Conecta is four (4) TI 630 or TI 730i.

Installing your Ti
- Install the communication board;
- The data wire is connected to CN41 and should be seperate from the audio wiring.
- Install a femal socket on the wall; connect the outpu RA/RB of the desired extension and TXTI/GNDTI to the points indicated on the socket:
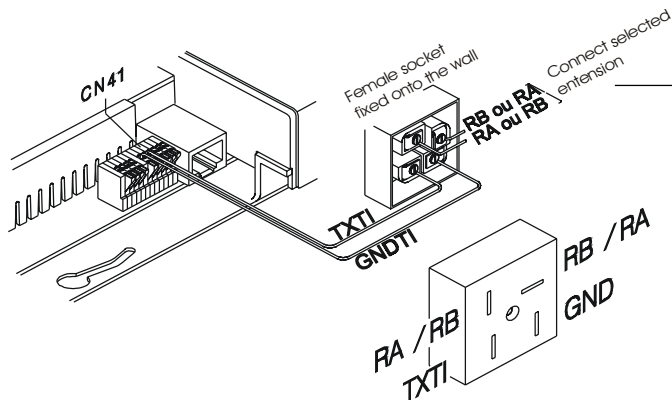
The Ti uses 4 wires: 2 for audio (RA/RB) and 2 for data transmission (TXTI/GNDTI). No programming is required to set the Ti. Before connecting the Ti check if there is no short circuit or bad wire insulation.

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29.2 DISA board

Plug the board in CN2, CN3, CN6 and CN16
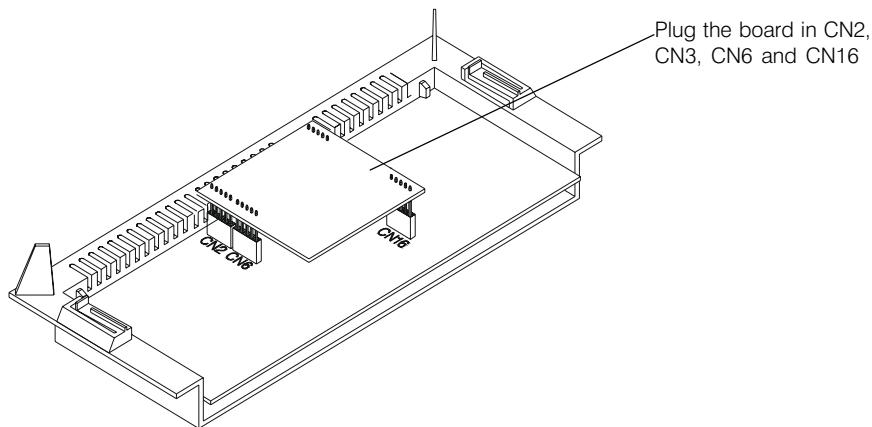
29.3 Caller ID board

The board allows for the identification of incoming call numbers. This information is stored in the call report/billing system. It the etension has a Ti or a caller ID device, the phone number will be displayed.

Plug the board in CN43, CN44, CN45 and CN46. Adjust the jumper J1 (A-D) of the ID board as follows:
Open jumper: long lines (high sensibility)
Jumper position 1-2: medium lines
Jumper position 2-3: short lines (low sensibility)

Adjust the position of the jumper J4 of the trunk boards and J11 (A,B) of the main board IC;

For the ID board to function properly, the programming steps in item 32 should be followed.

You can either install an MFP/DTMF board or FSK.

NOTE!

- The caller ID board features can only be used if your telecom service provider offers caller ID service or can send MFP, DTMF or FSK signals.
- Some very old carriers´switches send a digit sequence such as 0111111..., 0444444..., 11111..., 44444... that will be displayed on your LCD. This does not mean that there is an equipment defect with your caller ID.

The board allows the caller to directly dial the extension number.

Incoming calls will bear the following format and information about call report/billing

LINE	Ext.	Dialed number	Start	Duration	Date
E04	28	0482472600	13:15:10	00:12:30	10/01/97
E01	22	2472600	13:19:30	00:01:20	10/01/97

29.4 Interface for doorphone IP 700

Using the interface IP 700, you can connect the PABX to doorphones such as : Amelco C20; Amelco CPP20 Residencial e Amelco PPR (02 to 68); HDL individual F3A, F4A, F5A, F7, F8 e HDL Coletivo modelo MP; Thevear individual NR85, NR90, NR100, NR110, NR200, NR210; Thevear traditional model e Vídeo Porteiro HDL.
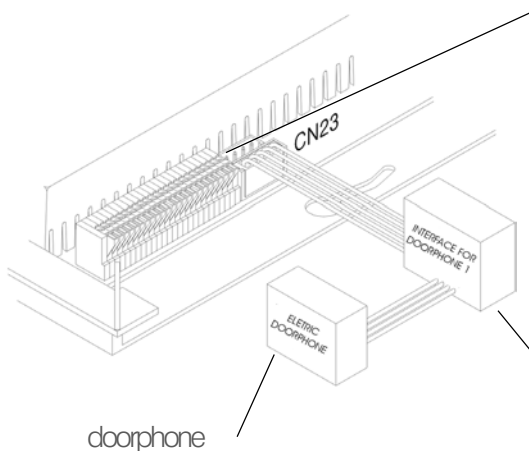
Conect the interface to CN23. Follow the instruction in 34 on how to use the interface correctly.

Once installed, configure the jumper J12 in the position doorphone, see 1.5 to select the Jumper J12.

If you want to set an external number to naswer the doorphone, use the IP 700 which uses CN22 and CN23, see 34 on how to program. **(The communication board is required and the accessory ITA 700 can´t be used)**.

doorphone

Interface

29.5 Electronic doorphone PI100

To install the PI 100, just connect the wires to an extension. *See 34 on how to prgram the PI 100.*

Strip the wires of the
PI 100 and press the
connector handspike
CN36 downwards.

Insert the wires and release
the handspike.
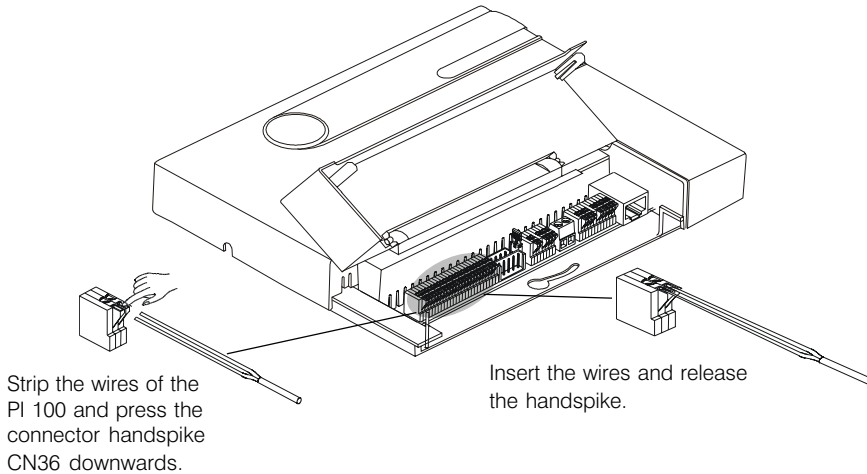
29.6 Tone detection board (Only for Modulare i)

The PABX will be able to program up to 2 time tables for 24 hours (00 a 23), defining the desired operation in each hour.

Plug the board in CN 47, CN
48 and CN 49.

See 2.6 and 36 for proper
programming and operation.

Cn47 Cn48 Cn49
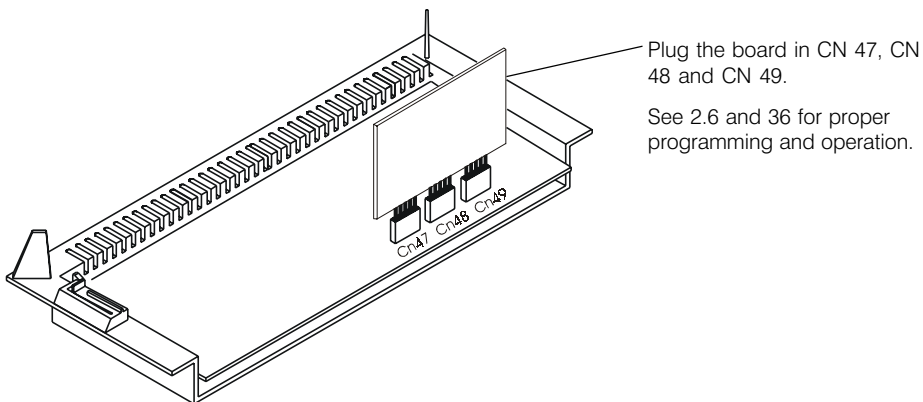
29.7 External activation interface ITA 700

The ITA 700 allows you to control an external device such as bell, alarm, doorlock, etc., from any extension or automatically at pre-programmed hours.
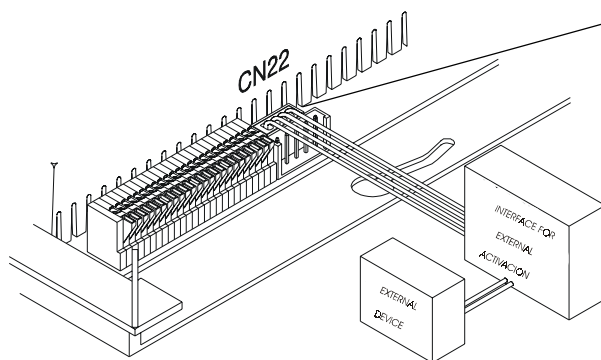
Connect the interface to CN22. Follow the programming steps in 35 for proper operation.
See the ITA 700 manual for more information.

29.8 Emergency call device

With the ITA 700 you can activate emergency call feature through an extension or external device with contact key (opened).This call will be forwarded to to an extension or pre-programmed external call.
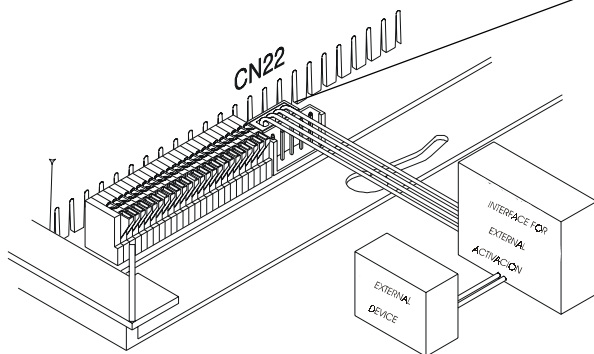
To activate emergency call using an external device, connect the wires of the ITA 700 too CN22 and interconnect the key contact in SALMA and SALMB.

Follow the instructions in 30.11. for proper operation. The communication board is required if an external number is programmed to answer the emergency call.

PROGRAMMING AND OPERATING THE ACCESSORIES

30. COMMUNICATION BOARD

30.1 Calendar

Default factory setting : Day 16.07.04 - 09:00 h - monday.

The PABX includes a calendar in which the time and date should be registered completely, since some of the PABX features require the update of this information.

Programming the calendar

Lift the main extension handset, press ⎡1⎤⎡2⎤ + MAIN PASSWORD + ⎡1⎤ + DAY (01 to 31) + MONTH (01 to 12) + YEAR (00 to 99) + WEEK DAY, wait for confirmation tone.

WEEK DAY:
1 sunday; 2 monday; 3 tuesday; 4 wednesday; 5 thursday; 6 friday; 7 saturday.

Setting the time

Lift the main extension handset, press ⎡1⎤⎡2⎤ + MAIN PASSWORD + ⎡1⎤⎡4⎤ + TIME (00 to 23) + MINUTE (00 to 59) + SECOND (00 to 59), wait for programming tone.

30.2 Reminder

You can program your extension as a reminder for various situations. You can only program one type of reminder at a time.

30.2.1 Reminder programmed from extension

Lift your extension handset, press ⎡1⎤⎡3⎤⎡4⎤⎡1⎤ + HOUR (00 to 23) + MINUTE (00 to 59), wait for confirmation tone.

Setting a daily reminder at the same time

Lift your extension handset, press ⎡1⎤⎡3⎤⎡4⎤⎡7⎤ + HOUR (00 to 23) + MINUTE (00 to 59), wait for confirmation tone.

Setting the reminder periodically

The period starts when the programming is done.

Lift your extension handset, press (I)(3)(4)(9) + PERIOD, wait for confirmation tone.

Example: You want to be reminded every 6 hours. You program the reminder at 08:00, press 1349 + 0600 - The reminder will be activated at 14:00, 20:00, 02:00, 08:00 and so on.

Setting the reminder for week days

Lift your extension handset, press (I)(3)(4)(5) + HOUR (00 to 23) + MINUTE (00 to 59), wait for confirmation tone.

Desactivating the reminder

Lift your extension handset, press (I)(3)(4)(0), wait for confirmation tone.

30.2.2 Setting the reminder from the main extension

Reminder for the next time

Lift the main extension handset, press (I)(3)(4)(I) + HOUR (00 to 23) + MINUTE (00 to 59) + EXTENSION N°, wait for confirmation tone.

Reminder daily at the same time

Lift the main extension handset, press (I)(3)(4)(7) + HOUR (00 to 23) + MINUTE (00 to 59) + EXTENSION N°, wait for confirmation tone.

Periodically

The period starts when the programming is done.

Lift the main extension handset, press (I)(3)(4)(9) + PERIOD + EXTENSION N°, wait for confirmation tone.

Week Days

Lift the main extension handset, press (I)(3)(4)(5) + HOUR (00 to 23) + MINUTE (00 to 59) + EXTENSION N°, wait for confirmation tone.

Desactivating the reminder

Lift the main extension handset, press (I)(3)(4)(0) + EXTENSION N°, wait for confirmation tone.

You can enter:
0200 for periods of 2 hours;
1700 for 5 PM;
2220 for 22:20 PM.

30.2.3 Reminder number of rings

Default factory setting : 5.

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{0}\boxed{2}$ + RING N° (3 to 7), wait for confirmation tone.

30.3 Setting holidays

Default factory setting: No holiday set.

Setting holiday for the PABX

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{1}\boxed{5}\boxed{2}$ + DAY (01 to 31) + MONTH (01 to 12), wait for confirmation tone.

Desactivating all holidays

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{1}\boxed{5}\boxed{3}$, wait for confirmation tone.

30.4 Setting the working hours for Saturday

Default factory setting: All saturdays are set as holiday.

Setting the interval of the day as working hours

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{1}\boxed{7}$ + HOUR(00 to 23)+ MINUTE (00 to 59), wait for confirmation tone.

Example: You want saturday to have working hours until 12:00, pres 17 + 1200.

30.5 Call me

If you make an intercom and the destination extension is busy, you can leave your number displayed on the Ti informing the other part of your call.
Press $\boxed{7}$ to display : "Call urgently extension _ _ _".

30.6 Cancelling a TI

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MIAN PASSWORD + $\boxed{6}\boxed{6}$ + EXTENSION N°, wait for confirmation tone.

30.7 Automatic night mode service

Default factory setting: Automatic night mode desactivated.

The are various situations where the PABX needs to be programmed for night mode service. If these situations are regular, you can use the automatic mode. The PABX will then enter and exit night mode automatically at the pre-programmed time.

To activate automatic night mode, you need to set the time and choose to either access the service everyday or week days. If you program the service for week days, you also need to program the holidays.

Automatic night mode service exit

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MIAN PASSWORD + $\boxed{8}\boxed{6}$ + HOUR (00 to 23)+ MINUTE (00 to 59), wait for confirmation tone.

Automatic night mode service access

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MIAN PASSWORD + $\boxed{8}\boxed{6}$ + HOUR (00 to 23)+ MINUTE (00 to 59), wait for confirmation tone.

Setting Automatic night mode service for everyday

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MIAN PASSWORD + $\boxed{8}\boxed{3}\boxed{1}$, wait for confirmation tone.

Setting Automatic night mode service for week days

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MIAN PASSWORD + $\boxed{8}\boxed{3}\boxed{2}$, wait for confirmation tone.

Desactivating night mode service

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MIAN PASSWORD + $\boxed{8}\boxed{3}\boxed{0}$, wait for confirmation tone.

Desactivating automatic night mode and time

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MIAN PASSWORD + $\boxed{8}\boxed{9}$, wait for confirmation tone.

Example: You want to program your PABX to operate in night mode service every day starting from 19:00 and return to normal mode at 08:00. Press 12 + Main password + 86 + 0800, wait for programming tone and then press 86 + 1900 indicating the time at which the PABX enter and exit the night mode service. Press 832 to activate the automatic night mode for week days. Once done, the PABX will enter and exit the night mode service automatically.

Programming holidays is necessary for night mode service, automatic activation and reminder. Up to 16 holidays can be programmed.

Saturday and Sunday should be excluded, except when they fall on holidays.

This feature allows to determine the working hours of the day.

30.8 Message signal for unanswered calls

Factory setting : The leds of all key telephone systems are not programmed to flash when there are unanswered calls.

Setting the LEDs not to signal

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{0}\boxed{1}\boxed{0}$, wait for confirmation tone.

Setting the LEDs to signal

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{0}\boxed{1}\boxed{1}$, wait for confirmation tone.

30.9 Extension call timer

Factory setting: No extension programmed.

When setting the maximum time allowed for an incoming or outgoing call, the PABX starts counting the minutes ingoring the seconds. If the maximum time programmed for an incoming or outgoing call is 5 minutes and you established or received the call at 17:40:30, the call will be disconnected at 17:45:00.

Seting the maximum time for outgoing calls

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{1}$ + MINUTES (01 to 59) + EXTENSION N^o, wait for confirmation tone.

To reset

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{1}$ + $\boxed{0}\boxed{0}$ + EXTENSION N^o, wait for confirmation tone.

Seting the maximum time for incoming calls

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{2}$ + MINUTES (01 to 59) + EXTENSION N^o, wait for confirmation tone.

To reset

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{9}\boxed{2}$ + $\boxed{0}\boxed{0}$ + EXTENSION N^o, wait for confirmation tone.

30.10 DISA - Auto-Answer

Default factory setting: No auto-answer programmed.

This feature allows you to direct incoming calls directly to the specified extension without going through the operator, and just by dialing the extension number.

30.10.1 Programming auto-answer

The PABX releases auto-answer and maintains the call

Lift the main extension handset, pess $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{1}\boxed{1}$, wait for confirmation tone.

If the caller enter the wrong number or simly does not enter any number after the auto-answer, the PABX will not disconnect the call but rather transfer it to the Line Attendant.

The PABX releases auto-answer and disconnects the call

Lift the main extension handset, pess $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{1}\boxed{2}$, wait for confirmation tone.

If the caller enter the wrong number or simly does not enter any number after the auto-answer, the PABX will disconnect the call.

Desactivating auto-answer

Lift the main extension handset, pess $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{1}\boxed{0}$, wait for confirmation tone.

30.10.2 Calling a PABX with auto-answer

Using a decadic phone
wait for your call to be answer by the extension programmed as attendant, the decadic mode does not allow for direct access to extension.

Using a multifrequencial phone
Choose one of the below options or just wait for your call to be answered by the extension set as attendant:
Enter EXTENSION Nº;
Press $\boxed{6}$ + GROUP (1 to 4) for group of extensions;
Press $\boxed{8}\boxed{3}$ to activate an external operation;
Press $\boxed{\#}$ + MAIN PASSWORD + DESIRED PROGRAMMING CODE - for remote programming.
Remote programming can only be carried out after altering the main PABX password.

NOTE
- The PABX detects the incoming call, sends three (3) beeps and wait for the caller to dial the extension number.

Once programmed, when a call exceeds the allowed time, the PABX disconnects the call.

If the programmed duration of your call is achieved, you receive 7 beeps 15 seconds before the call is disconnected.

The call will be answered by the destination extension as follows:

– Using a multifrequencial phone and entering the extension number, the call will be forwarded directly to the extension. The destination extension will generate a differenciated ring (a long ring).
– If the call is not answered, it will be directed to the operator after 30 seconds.

The call will be forwarded to the call attendant in the following situations:

– If the telephone is not multifrequencial;
– If the caller does not follow up after his call;
– If the extension was blocked to receive direct calls;
– If the extension was set not to receive external calls;
– If you enter an unavailable extension number;
– If you enter an incorrect or incomplete extension number;

30.10.3 Receiving direct external calls

Default factory setting: All extensions are ready to receive direct calls.

Blocking direct incoming calls

Lift your extension handset, press $\boxed{1}\boxed{5}\boxed{3}$, wait for confirmation tone.

Releasing direct incoming calls

Lift your extension handset, press $\boxed{1}\boxed{5}\boxed{4}$, wait for confirmation tone.

30.11 Remote programming using a MF phone

Default factory setting: Remote prgramming not available.

You can use an external phone to remotely program some of the PABX features:

- Calendar;
- Extensions category;
- Lines configuration;
- Desactivation;
- Conferencing;
- Call back ;
- Incoming call report;
- Outgoing call report.

30.11.1 PABX with auto-answer

After the call is auto-answered and receives beeps or a message

Press $\boxed{\#}$ + MAIN PASSWORD + DESIRED PROGRAMMING CODE $\boxed{\#}$.

If the programming is correct, you receive a continuous MF tone;

If the programming is correct, you receive a MF tone with pause.

If you want to remotely release call report and conferencing.

- Call your PABX, wait for the beeps or message (DISA);

- Press # + MAIN PASSWORD + 211 + #; (to release call report); wait for confirmation tone and then, press 261 + #; (to enable conferencing), wait for confirmation tone.

30.11.2 PABX without auto-answer

Only extension set as operator can transfer calls for remote programming.

Transferring a call for remote programming

Press FLASH + $\boxed{6}\boxed{0}$, wait for ring tone and then disconnect; once disconnected, the caller stops hearing the on hold music, and the PABX is now ready to receive commands for remote programming.

Programming remotely

Once the call is transferred by the operator, enter the DESIRED PROGRAMMING CODES + $\boxed{\#}$.
If the operation is correct, you receive a continuous MF tone;
If the operation is not correct, you receive a MF tone with a pause.

The access category of extension 25 is 3 (intercom, local and regional external calls, while receiving external calls). To remotely alter this category for 5 (intercom, while receiving external calls), do the following:
- Call your PABX operator, ask to be transferred to the programming extension;
- Press 371 + 5 + 22 + #, wait for programming tone and then disconnect.

30.12 Emergency call to an external number
Default factory setting: No emergency call programmed.

This feature allows you to program an extension to automatically establish emergency calls. When the programmed extension handset is lifted, the PABX, automatically dials the external number.

30.12.1 Programming the extension

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{5}\boxed{2}\boxed{2}\boxed{3}$ + EXTENSION N$^{\circ}$, wait for confirmation tone.

30.12.2 Programming the external number to receive the call

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{5}\boxed{2}\boxed{2}\boxed{2}$ + EXTERNAL N$^{\circ}$, wait for confirmation tone.

Once programmed, just lift the handset to activate the emergency call, wait 7 seconds, and the PABX automatically establish the call.

In both situations, after the call is being answered, you receive 3 beeps.

A call can be transfered to an extension without having the caller to enter any digit. This can happen if the telephone company sends signals to the PABX which then dials the extension number.

Example: the music to identify collect call can be identified by the PABX as an instruction to dial a specific number. In this case, the PABX can forward the call to an extension.

30.12.3 Desactivating emergency call feature

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{5}\boxed{2}\boxed{2}$, wait for confirmation tone.

30.13 External number call back

This feature is available in two situations:
❖ When you receive a busy tone while accessing the external line;
❖ After dialing the external number and receive a busy tone.

PABX line is busy
Enter the EXTERNAL LINE ACCESS CODE, if you receive a busy tone, press $\boxed{\#}$ or $\boxed{5}$, followed by the EXTERNAL NUMBER.

External number is busy or not answering (only for MF phones)
After dialing the external number, press FLASH $\boxed{\#}$. when the programmed number is called, the PABX will automatically call your extension.

Cancelling call back (only for MF phones)
Lift handset, press $\boxed{1}\boxed{\#}$ and wait for confirmation tone.

Important
- You can program the time and the number of times to redial the external number,
  The following shows how o program this feature.

30.13.1 Time interval between each redial
Default factory setting: 1 minute.

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{0}\boxed{7}$ + TIME (1 to 9 minutes), wait for confirmation tone.

30.13.2 Number of times to redial an external number
Default factory setting: 9 times.

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{0}\boxed{6}$ + No of redials (1 to 9), wait for confirmation tone.

30.14 Station Call report

The PABX can store up to 600 reports as follows;

	Line	Extn.	Dialed Nº		Start	Duration	Date
E	02	28	13:15:05		00:12:30		19/01/98
E	01	NA	14:20:02		00:01:00		19/01/98
E	01	ID	2819500		14:00:00	00:00:00	19/01/98
E	01	25	2819500		14:00:00	00:02:00	19/01/98
E	01	25	2819500	1	14:00:00	00:02:00	19/01/98
	04	28	0115491234		13:15:10	00:12:30	18/01/97
	01	22	2819500		13:19:30	00:01:20	18/01/97
	01	PT1	2345678		16:30:05	00:30:00	19/01/98
	01	AE1	2819500		09:45:20	00:01:08	20/01/98
	02	22	2819660	03	11:30:45	00:03:15	20/01/98
	01	20	???		14:22:00	00:03:00	19/01/98

For incoming calls

- For answered calls the Line column is preceded by the letter E (Incoming call);
- For unanswered calls, the Line column is preceded by NA (not answered);
- With the caller ID board, the incoming call number is shown:
- The designation ID is shown in the extension column, in case the call report feature is activated before the call is transferred. (see *30.13.2*);
- There is also an indication between the dialed number and start time columns, in case the incoming call classification option is enabled (see *32.3 neste manual*).

For outgoing calls

- All dialed numbers are registered;
- Outgoing calls established through the doorphone. The extension column will show the designation PT1 (Doorphone 1);
- For emergency outgoing calls, the extension colums indicates AE1 (activation for emergency 1);
- for outgoing calls using private code, it will be registered between the phone number and the time.
- For outgoing calls using fast internet access, it will be registered as ???.

When the call is transfered to the remote programmer, it won´t be necessary to enter # and the password of the PABX to start programming.

30.14.1 Station Incoming call report

Default factory setting: No call report activate.

30.14.1.1 Incoming calls answered

Activating the storage of answered calls

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{2}\boxed{1}$, wait for confirmation tone.

Desactivating the storage of answered calls

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{2}\boxed{0}$, wait for confirmation tone.

30.14.1.2 Incoming calls unanswered

Activating the storage of unanswered calls

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{3}\boxed{1}$, wait for confirmation tone.

Desactivating the storage of unanswered calls

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{3}\boxed{0}$, wait for confirmation tone

30.14.1.3 PABX incoming calls before transfer

You can program the PABX to automatically dial the desired number.

Activating the storage of unanswered calls

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{0}\boxed{1}$, wait for confirmation tone.

The ring tone will be different (a long one followed by a short one) to identify the recall.

Desactivating the storage of unanswered calls

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{0}\boxed{0}$, wait for confirmation tone.

30.14.2 Station Outgoing call report

Default factory setting: No call report activated.

Activating outgoing call storage

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{1}\boxed{1}$, wait for confirmation tone.

Desactivating outgoing call storage

Lift the main extension handset, press $\boxed{\text{I}}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{\text{I}}\boxed{0}$, wait for confirmation tone.

30.14.3 TOLL FREE restriction (Buffer memory full)

Default factiry setting: Feature desactivated.

This feature blocks outgoing calls when the call report buffer memory is full. In this case only the operator can establish outgoing calls.

Activating the buffer restriction

Lift the main extension handset, press $\boxed{\text{I}}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{4}\boxed{\text{I}}$, wait for confirmation tone.

Desactivating the buffer restriction

Lift the main extension handset, press $\boxed{\text{I}}\boxed{2}$ + MAIN PASSWORD + $\boxed{2}\boxed{4}\boxed{0}$, wait for confirmation tone.

30.14.4 Initialization time for station call report

Default factory setting: 7 seconds.

Setting the PABX waiting time to initiate the call report

Lift the main extension handset, press $\boxed{\text{I}}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{7}$ + INITIALISATION TIME (05 to 45 seconds), wait for confirmation tone.

30.14.5 Call attending with polarity inversion

Default factory setting: Without polarity inversion.

Polarity inversion allows for call billing once the call connection has been established. The PABX identifies when an outgoing call connection is established through the polarity inversion of the line.

Activating polarity inversion

Lift the main extension handset, press $\boxed{\text{I}}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{7}\boxed{0}\boxed{0}$, wait for confirmation tone.

31. DISA BOARD - AUTO ANSWER

31.1 Description

Default factory setting: No activated

This feature offers the possibility to directly access an extension whitout going through the operator or the extension programmed as attendant.

31.1.1   Programming the feature

The PABX releases auto-answer and maintains the call

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{1}\boxed{1}$, wait for confirmation tone.

If the caller enter the wrong number or simply does not enter any number after the auto-answer, the PABX will not disconnect the call but rather transfer it to the Line attendant.

The PABX releases auto-answer and disconnects the call

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{1}\boxed{2}$, wait for confirmation tone.

If the caller enter the wrong number or simly does not enter any number after the auto-answer, the PABX will disconnect the call.

Desactivating auto-answer

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{4}$ + LINE + $\boxed{8}\boxed{1}\boxed{0}$, wait for confirmation tone.

31.1.2 Incoming Calls answered by DISA

Default factory setting: Desactivated

– The PABX detects the call and emits three (3) beeps;
– Wait for the caller to dial for direct extension access.

Situations where the call is answered by the required extension
– Calling from a MF phone and entering the extension number. The extension ring sound will be long.
– Destination extension is not answering or unavailable, the call will be diverted to the operator after 30 seconds.

Situations where the call is forwarded to the extension set as attendand
– Decadic phone;
– The caller does not enter any digit;
– If direct incoming call reception is blocked;
– If incoming call reception is blocked;
– If you enter an extension number that does not exist;
– If you enter an incorrect or incomplete extension number;

31.1.2.1 Calling a PABX with DISA

Using a decadic phone
Wait for your call to be answered by the attendant, this type of signaling does not allow for direct access to extension.

Using a MF phone
Choose one of the below options or wait for operator:
Enter EXTENSION Nº;

Press ⑥ + GROUP (1 to 4) for extensions group;

Press ⑧③ to enable external activation;

Press ⌗ + MAIN PASSWORD + DESIRED PROGRAMMING CODE - for remote programming. Remote programming can only be done after changing the PABX main password.

Caller ID board is required for proper working of this feature.

31.1.3 Receiving a direct incoming call
Factory setting: All extensions are activated.

Blocking direct incoming call
Lift your extension handset, press ①⑤③, wait for confirmtion tone.

Enabling direct incoming call reception
Lift your extension handset, press ①⑤④, wait for confirmtion tone.

31.2 DISA Configuration
Factory setting: Messages and menu desactivated and DISA time in day and night mode is active.

31.2.1 Programming time

After the message, the PABX waits for a moment to receive the extension number allowing for direct access.

Message time in DAY MODE

Activating

Lift the main extension handset, press `1` `1` `6` `3` `1`, wait for confirmation tone.

Desactivating

Lift the main extension handset, press `1` `1` `6` `3` `0`, wait for confirmation tone.

Message time in NIGHT MODE

Activating

Lift the main extension handset, press `1` `1` `6` `4` `1`, wait for confirmation tone.

Desactivating

Lift the main extension handset, press `1` `1` `6` `4` `0`, wait for confirmation tone.

31.2.2 Setting factory messages

There are two messages (independent) from the factory: one message for day mode and the second for night mode.

Activating DAY MODE factory message

Lift the main extension handset, press `1` `1` `6` `1` `1`, wait for confirmation tone.

Desactivating

Lift the main extension handset, press `1` `1` `6` `1` `0`, wait for confirmation tone.

Activating NIGHT MODE factory message

Lift the main extension handset, press `1` `1` `6` `2` `1`, wait for confirmation tone.

Desativando

Lift the main extension handset, press `1` `1` `6` `2` `0`, wait for confirmation tone.

Polarity inversion should be requested from your telecom service provider.

Activating DAY MODE factory message for both modes.

Lift the main extension handset, press `1` `1` `6` `7` `0`, wait for confirmation tone.

31.2.3 Setting internal messages

Recording an internal message

Lift the main extension handset, press `1` `1` `6` `8` `1`, wait for confirmation tone.

Activating DAY MODE internal message

Lift the main extension handset, press ⌈I⌉⌈I⌉⌈6⌉⌈9⌉⌈I⌉, wait for confirmation tone.

Desactivating

Lift the main extension handset, press ⌈I⌉⌈I⌉⌈6⌉⌈9⌉⌈0⌉, wait for confirmation tone.

Activating NIGHT MODE internal message

Lift the main extension handset, press ⌈I⌉⌈I⌉⌈6⌉⌈0⌉⌈I⌉, wait for confirmation tone.

Desactivating

Lift the main extension handset, press ⌈I⌉⌈I⌉⌈6⌉⌈0⌉⌈0⌉, wait for confirmation tone.

Activating iternal message for both modes simultaneously

Lift the main extension handset, press ⌈I⌉⌈I⌉⌈6⌉⌈7⌉⌈I⌉, wait for confirmation tone.

31.2.3 Setting the menu

This feature allows the PABX to understand the codes for direct access to groups.

Activating the menu

Lift the main extension handset, press ⌈I⌉⌈I⌉⌈6⌉⌈6⌉⌈I⌉, wait for confirmation tone.

Desactivating the menu

Lift the main extension handset, press ⌈I⌉⌈I⌉⌈6⌉⌈6⌉⌈0⌉, wait for confirmation tone.

Once activated, the access is done as follows:

⌈4⌉ for group 1;
⌈5⌉ for group 2;
⌈6⌉ for group 3;
⌈7⌉ for group 4.

LINE: 1, 2, 3 or 4, as per the line to be programmed, or 9 to program all the lines at once.

32. CALLER ID BOARD

32.1 PABX caller ID

Factory setting: Feature desactivated.

This allows the PABX to identify incoming call numbers. You can program some or all the external lines to use this feature (see 29.3).

Activating Caller ID in DTMF and MFP

Lift the main extension handset, press ①② + MAIN PASSWORD + ④ + LINE + ⑧⑥①, wait for confirmation tone.

Activating Caller ID in FSK

Lift the main extension handset, press ①② + MAIN PASSWORD + ④ + LINE + ⑧⑥②, wait for confirmation tone.

To activate caller ID in DTMF mode (without category)

From main extension, lift handset off hook, press 12 + MAIN PASSWORD (3 digits) + 4 + LINE + 863, wait for programming prompt.
Note: This feature makes the PABX insert the subscriber´s category in case the local PSTN switch does not send it.

Desactivating Caller ID

Lift the main extension handset, press ①② + MAIN PASSWORD + ④ + LINE + ⑧⑥⓪, wait for confirmation tone.

When calling the PABX, in both situations, you will receive 3 beeps.

32.2 Extension caller ID

An extension will only receive the caller ID when the call rings, the extension might belong to a group: forwarder, hierarchic, multiple and sequential ring. In the multiple ring group, only the first two available extensions receives the incoming call classification.

DAY MODE

Lift the main extension handset, press ①② + MAIN PASSWORD + ③⑤⑨ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

NIGHT MODE

Lift the main extension handset, press ①② + MAIN PASSWORD + ③⑥⑨ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

DAY MODE & NIGHT MODE

Lift the main extension handset, press ①② + MAIN PASSWORD + ③⑦⑨ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

CATEGORY
6 disable caller ID reception - 7 enable caller ID reception.

32.3 Remove caller ID category

This will allow you to remove the subscriber´s category in case your equipment cannot distinguish between the category and number and therefore is not able to redial the phone number.

An extension with caller ID enbaled can display external or internal incoming call numbers.

Example: Extension 20, with caller ID enabled, receives a call from extension 22. The telephone displays will show the extension number preceeded by the category (9 by default): 9 22

Please follow the below steps to program the feature:

To activate call classification (Caller ID category)

From main extension, lift handset (off-hook), press 12 + MAIN PASSWORD (3 digits) + 3021, wait for programming prompt.

To cancel

From main extension, lift handset (off-hook), press 12 + MAIN PASSWORD (3 digits) + 3020, wait for programming prompt.

Note: The above applies to all extensions.

32.4 Received call classification for the Ti (KTS)

This classification is displayed in the TI630i or in the ecall report.

Factory setting: No registration for received call classification.

This allows the PABX to identify the classification of the type of call received along with the phone number.

Call type registration will be done as follows:

   Categ. 0 (Ignored source - error);

1 - Reg. Subs (regular subscriber);

2 - Spec. Rate (subscriber with special rates);

3 - Maint. (equipment maintenance);

4 - Local PT (local public telephone);

5 - Operator (operator);

6 - Fax/Modem (data equipment);

7 - PT DDD (Public telephone domestic);

8 - Coll. call (collect call).

Activating the reception of call classification

Lift the main extension handset, press ⨀⨀ + MAIN PASSWORD + ⨀⨀⨀⨀,

wait for confirmation tone.

Desactivating
Lift the main extension handset, press ⑴⑵ + MAIN PASSWORD + ⑶⓪⑵⓪, wait for confirmation tone.

32.5 Prefix DDD/Area code for Ti
Factory setting: No prefix programmed.

This is necessary for the use of caller ID in the TI 630i. When programming, the zero (0) should not be entered, as example, of the area code is 048, just enter 73 + 48.

Programming the prefix DDD/Area code
Lift the main extension handset, press ⑴⑵ + MAIN PASSWORD + ⑺⑶ + AREA CODE (PABX location), wait for confirmation tone.

Desactivating the prefix DDD
Lift the main extension handset, press ⑴⑵ + MAIN PASSWORD + ⑺⑶, wait for confirmation tone.

Desactivation the access to answering machine
Lift the main extension handset, press ⑴⑵ + MAIN PASSWORD + ⑶⑺⑼ + ⑷ + EXTENSION Nº, wait for confirmation tone.

33. ELECTRONIC DOORPHONE

Note
- If you install a PI 100 and replace it by another doorphone that requires an interface (IP 700), you should desactivate the installation, and then follow the steps in 34.3. Once the new doorphone is installed, program its physical position as in 34.2;
- If the above is reversed (replace a third part doorphone with a PI 100), you should follow the steps in 34.1;
- No programming is required if you want to replace a third part doorphone by another third part doorphone.

For a proper operation of the dorphone:
- Program the physical position of the doorphone. See 34.1 or 34.2;
- Program the extension accessing the doorphone. See 34.4;
- Program an extension and/or external number as doorphone attendant. See 34.5 and 34.6;

- Activate the doorphone attendant you programmed (extension or external number). See 34.7.

33.1 Physical position for PI 100

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{5}\boxed{1}$ + PHYSICAL POSITION (01 to 11) + $\boxed{8}\boxed{3}$, wait for confirmation tone.

33.2 Physical postion for third party doorphones

The PABX can also be connected to other third part doorphones using the Interface IP 700. See the product manual for the list of brands compatible with our interface IP 700.

After installing the doorphone, the following instructions should be followed:

Programming the physical position

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{5}\boxed{1}$ + PHYSICAL POSITION (11) + $\boxed{8}\boxed{1}$, wait for confirmation tone.

33.3 Desactivating an installed doorphone

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{5}\boxed{1}$ + PHYSICAL POSITION (connection point) + EXTENSION N^O, wait for confirmation tone.

33.4 Access category to the doorphone
Factory setting: Extensions access to doorphone disactivated.

In day mode

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{5}\boxed{8}$ + CATEGORY + EXTENSION N^o, wait for confirmation tone.

In night mode

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{6}\boxed{8}$ + CATEGORY + EXTENSION N^o, wait for confirmation tone.

In both modes

Lift the main extension handset, press ⌷1⌷⌷2⌷ + MAIN PASSWORD + ⌷3⌷⌷7⌷⌷8⌷ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

CATEGORY: 0 extension without access to doorphone;
              1 extension with access to doorphone.

33.5 Doorphone attendant

Factory setting: Extension 20.

Programming an extension as attendant

Lift the main extension handset, press ⌷1⌷⌷2⌷ + MAIN PASSWORD + ⌷5⌷⌷3⌷ + TIME TO ACTIVATE THE ATTENDANT (15 to 90 sec) + EXTENSION Nº, wait for confirmation tone.

Programming a group as attendant

Lift the main extension handset, press ⌷1⌷⌷2⌷ + MAIN PASSWORD + ⌷5⌷⌷3⌷ + TIME TO ACTIVATE THE ATTENDANt (15 to 90 sec + ⌷6⌷ + GROUP Nº, wait for confirmation tone.

Programming sequencial ring as attendant

This enables more than one extension to receive the same call from the doorphone.
Lift the main extension handset, press ⌷1⌷⌷2⌷ + MAIN PASSWORD + ⌷5⌷⌷3⌷ + TIME TO ACTIVATE THE ATTENDAND (15 to 90 sec) + ⌷6⌷⌷0⌷, wait for confirmation tone. Once done, you need to program the extensions to ring sequentially (extension 20, 21, 22, 23 and 24 are already enabled to receive sequential calls).

Activating an extension for sequencial ring:
Lift the handset, press ⌷1⌷⌷8⌷⌷1⌷, on the extension to ring, wait for confirmation tone.

Desactivating the reception of sequencial ring:
Lift the handset, press ⌷1⌷⌷8⌷⌷0⌷, on the extension to ring, wait for confirmation tone.

Desactivating an extension , group or sequencial ring as doorphone attendant

Lift the main extension handset, press ⌷1⌷⌷2⌷ + MAIN PASSWORD + ⌷5⌷⌷3⌷, wait for confirmation tone.

Example: You want to program group 1 to have its extensions ring for 60 sec when the doorphone is activated. Press 12 + MAIN PASSWORD + 53 + 60 + 61. Any extension from the group might answer the call.

33.6 External number as doorphone attendant

Factory setting: Feature desactivated.

This will allow the PABX to dia an external number whenthe doorphone is activated. Lift the main extension handset, press ⓘ② + MAIN PASSWORD + ⑤③⓪⓪ + EXTERNAL Nº, wait for confirmation tone.

Desactivating the external attendant
Lift the main extension handset, press ⓘ② + MAIN PASSWORD + ⑤③, wait for confirmation tone.

Important
- Maximum conversation time is 90 seconds;
- For proper operation, we recomend using the interface IP 700;
- Activating an external number as attendant will occupy the external activation command;
- You can´t open the door when the the connection between the doorphone and the external number is established.

33.7 Activating the doorphone attendant
Default factory setting: extension 20.

After programming the attendant, you will use this feature to enable an extension, group or external number as doorphone attendant.

Activating an extension or group
Lift the main extension handset, press ⓘⓘ⑦ⓘ, wait for confirmation tone.

Activating an external number
Lift the main extension handset, press ⓘⓘ⑦②, wait for confirmation tone.

You have programmed an extension and an external number as doorphone attendants. Press 1172 to activate the external number and 1171 for the extension.

33.8 Calling the doorphone
Press ⑧ⓘ.

33.8.1 Opening the door during a call

Press FLASH ⑧.

Important
The extension can control the door access as follows:
- There is an access category;
- The extension is the attendant;
- If answering the doorphone in broker call mode;

– If capturing a doorphone call;
– If receiving a doorphone call transfer.

33.8.2 Answering a doorphone call while on another call

You can answer a doorphone call while on another external call. The external call will be put on hold.

The extension is a doorphone attendant.
A call from the doorphone will be signaled by 4 beeps at every 10 Seconds.

Press FLASH $\boxed{5}$ to answer the call and use broker call to keep the external call.

The extension has access category but is not an attendant
Press FLASH $\boxed{5}$, to answer the call and use broker call to keep the external call.

33.8.3 Programming the time to activate the door.
Factory setting: 1 second.

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{0}\boxed{8}$ + TIME (1 to 5 sec), wait for programming tone.

34. INTERFACE FOR EXTERNAL ACTIVATION ITA 700

34.1 Access category to external activation programming in day mode

Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD+$\boxed{3}\boxed{5}\boxed{7}$ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

NIGHT MODE
Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{6}\boxed{7}$ + CATEGORY + EXTENSION Nº, wait for confirmation tone.

IN BOTH MODES
Lift the main extension handset, press $\boxed{1}\boxed{2}$ + MAIN PASSWORD + $\boxed{3}\boxed{7}\boxed{7}$ +   + CATEGORY + EXTENSION Nº, wait for confirmation tone.

CATEGORY: 0 Extension without access; 1 Extension with access.

You want to program extension 23 for access to external activation 1 during the entire day (24 hours), press 12 + MAIN PASSWORD + 377 + 1 + 23.

34.2 Enabling external activation

This feature allows you to control from an extension other types of equipment such as; bell, alarm, and others.

Press ⟨8⟩⟨3⟩, after the operation an IDT (incorrect dial tone) making the extension invalid until the phone is placed on the hook again. (The command time is programmable. (*See 35.4)*

34.3 Enabling external activation during a call

Tecle FLASH ⟨8⟩⟨3⟩.

34.4 Programming the command time
Factory setting: 4 seconds.

Lift the main extension handset, press ⟨1⟩⟨2⟩ + MAIN PASSWORD + ⟨0⟩⟨4⟩ + TIME (00 to 20 seconds), wait for confirmation tone.

34.5 Automatic external activation
This feature allows to automatically command an external activation such as alarms during predetermined hours. If you program the week days, you should also program the holidays. See 30.3.

Programming the time
Lift the main extension handset, press ⟨1⟩⟨2⟩ + MAIN PASSWORD + ⟨8⟩⟨4⟩ + HOUR (00 to 23) + MINUTE (00 to 59), wait for confirmation tone.

Desactivating
Lift the main extension handset, press ⟨1⟩⟨2⟩ + MAIN PASSWORD + ⟨8⟩⟨7⟩, wait for confirmation tone.

34.5.1 Programming the types of external activation

Every day
Lift the main extension handset, press ⟨1⟩⟨2⟩ + MAIN PASSWORD + ⟨8⟩⟨1⟩⟨1⟩, wait for confirmation tone.

You can only install one type of electronic doorphone (PI 100 or others brands compatible with the IP 700).

Week days

Lift the main extension handset, press ⌈I⌉⌈2⌉ + MAIN PASSWORD + ⌈8⌉⌈I⌉⌈2⌉, wait for confirmation tone.

Desactivating automatic external activation

Lift the main extension handset, press ⌈I⌉⌈2⌉ + MAIN PASSWORD + ⌈8⌉⌈I⌉⌈0⌉, wait for confirmation tone.

You want to activate an external alarm during wek days, press 12 + MAIN PASSWORD + 84 + 1200 indicating the activation and press 812 to activate the service.

34.6 Emergency call through an external device

It is possible to program an extension or a telephone number to receive emergency calls from the activation of an external device. The communication board must be installed to enable this feature.

Programming an external number

Lift the main extension handset, press ⌈I⌉⌈2⌉ + MAIN PASSWORD + ⌈5⌉⌈2⌉⌈I⌉⌈2⌉ + EXTERNAL Nº, wait for confirmation tone.

After installing the IP 700, you should configure the jumper J12 (PABX board) for the position doorphone.

NOTE
- When the call is answered, beeps will be emitted during 60 seconds defining the time limit for this type of calls.
- If the DISA board is installed, you receive a message: "emergency call";
- If the call is not answered, the PABX keeps trying for 30 times.

You have a switch that activates the alarm and wants the PABX to establish an external call to 345 6789 whenever the switch is activated. Press 12 + MAIN PASSWORD + 5212 + 3456789.

Programming an extension

Lift the main extension handset, press ⌈I⌉⌈2⌉ + MAIN PASSWORD + ⌈5⌉⌈2⌉⌈I⌉⌈I⌉ + EXTENSION Nº, wait for confirmation tone.

NOTE
- When the call is answered, beeps of incorrect programming tone will be emitted.

Desactivating emergency call from an external device

Lift the main extension handset, press ⌈I⌉⌈2⌉ + MAIN PASSWORD + ⌈5⌉⌈2⌉⌈I⌉, wait for confirmation tone.

Making an emergency call from an external device

The moment the device is activated, the PABX will automatically establish a call to the programmed extension or number.

34.7 Cancelling the emergency call

This feature allows to interrupt an emergency call.
Lift the main extension handset, press ⓘⓘ⑨⑦ + MAIN PASSWORD, wait for confirmation tone.
This will only cancel the call but the feature´s set up will remain unchanged.

35 TONE DETECTION BOARD (LEAST COST ROUTING)

This feature is only available for the Modulare i. Two time tables can be programmed during the 24 hours (00 to 23), specifying the carrier you want to use in each hour, allowing therefore a better use of the carrier or carrier´s discounts or special rates depending on the time of the day.

To desactivate the physical position of a doorphone, you should program an extension in the physical position of the doorphone.

35.1 Programming the time table for one carrier

Lift the main extension handset ⓘ② + MAIN PASSWORD + ⓘ⑧ + TIME TABLE 1 or 2 + CARRIER CODE, wait for confirmation tone.

35.2 Programming the time table for various carriers

Programming one carrier for each hour

Lift the main extension handset ⎡I⎤⎡2⎤ + MAIN PASSWORD + ⎡I⎤⎡8⎤ + TIME TABLE 1 or 2 + CARRIER CODE + HOUR (00 to 23), wait for confirmation tone.

Programming one carrier for a determined period of time

Lift the main extension handset ⎡I⎤⎡2⎤ + MAIN PASSWORD + ⎡I⎤⎡8⎤ + TIME TABLE 1 or 2 + CARRIER CODE + HOUR (00 to 23) from the starting time of the command + HOUR (00 to 23) from the final time of the command, wait for confirmation tone.

NOTE

- When you set the final time, you should consider a full hour. if you enter 14 as HOUR, the selected carrier will be available until 14:59´:59".

35.3 Desactivating the time tables 1 and 2

Table 1: Lift the main extension handset, press ⎡I⎤⎡2⎤ + MAIN PASSWORD + ⎡I⎤⎡8⎤ + ⎡I⎤ + ⎡0⎤⎡0⎤, wait for confirmation tone.

Table 2: Lift the main extension handset, press ⎡I⎤⎡2⎤ + MAIN PASSWORD + ⎡I⎤⎡8⎤ + ⎡2⎤ + ⎡0⎤⎡0⎤, wait for confirmation tone.

DISA BOARD PRIVATE MESSAGES

Electronic call answer through DISA is available with all INTELBRAS line of PABX. The format of the recorded messages has to follow a specific pattern to allow for better use of your DISA features and services.

MESSAGE STRUCTURE
We suggest using the following sequence:
COMPANY IDENTFICATION, GREETING, MENU OR EXT. N°.
Example: Thank you for calling INTELBRAS. For technical assistance press 4; sales, 5; purchasing, 6; to send a fax, 7; or hold the line.

MESSAGE DURATION
For day time mode: **20 seconds**;
For night time mode: **15 segundos**.

AVOID MESSAGES WITH REPETITIONS
Example: Intelbras, Thanks for calling. **Press** 4 for commercial **department**, **Press** 5 for Finance **department**, etc.

MENU NUMBERS THAT CAN BE USED
4 access to group **1;**
5 access to group **2;**
6 access to group **3;**
7 access to group **4;**
For other departments not within, you can use the desired extension number (factory default setting: Extension 20 to 31. If you have changed the number setting, you should use the new setting).

FACTORY DEFAULT MESSAGES
You have the option of recording and using your own messages with your PABX. It is necessary to have the messages recorded and burnt on a CD in a Wave format, mono, 16 bits and not exceeding the time limit of the file.
The files can be sent to us to have them stored in the PABX memory during production time.