

## 3.2 User Programming (Manager Programming)

### System Speed Dialing Number Set

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001

#### Description

Used to program the System Speed Dialing numbers. These numbers are available to all extension users.



#### Selection

- Speed dial numbers: **00 through 99**
- Telephone number: **24 digits (max.)**

#### Default

All speed dial numbers – Not stored

#### Programming

1. Enter **001**.

Display: 001 SYS SPD DIAL

2. Press **NEXT**.

Display: SPD-Code?→

3. Enter a **speed dial number**.

To enter speed dial number 00, you can also press **NEXT**.

Display example: 00:Not Stored

4. Enter a **telephone number**.

To delete the current entry, press **CLEAR**.

To change the current entry, press **CLEAR** and enter the new number.

5. Press **STORE**.

6. To program another speed dial number, press **NEXT** or **PREV**, or **SELECT** and the desired **speed dial number**.

7. Repeat steps 4 through 6.

8. Press **END**.

#### Conditions

- Each speed dial number has a maximum of 24 digits. The valid characters are **0 through 9**, **\***, and **#** keys, and the **FLASH**, **PAUSE**, **SECRET** and – (hyphen) buttons.

- To store the flash signal, press **FLASH**.

**Note :** The stored flash will only be effective during an established call.

(Refer to the Installation Manual, Section 3 “External Feature Access”.)

- To store a hyphen, press the “-” button.

- To store a pause, press **PAUSE**.  
(Refer to the Installation Manual, Section 3 "Pause Insertion, Automatic".)
- To store a feature number to convert pulse signals to DTMF signals, press the \* and # keys.  
(Refer to the Installation Manual, Section 3 "Pulse to Tone Conversion".)
- To prevent displaying all or part of the number, press **SECRET** before and after the confidential parts of the number, or your entry is not stored. (Refer to the Installation Manual, Section 3 "Secret Dialing".)
- If you are storing an external number, include the line access code (default: 9, 81 through 83) before the number. When dialing, a pause is automatically inserted after the code.
- If you are storing an account code, enter the account code before the line access code. (Refer to the Installation Manual, Section 3 "Account Code Entry".)
- It is possible to store a number consisting of 25 digits or more by storing it in two speed dial numbers. The line access code should be stored in the first speed dial number.
- To access another speed dial number in steps 3 through 6, press **SELECT** and start with step 3.
- To display parts of the number which have scrolled off the display, press **➡** or **⬅**.
- Program [002] "System Speed Dialing Name Set" is used to name the speed dial numbers.

#### **Feature References**

System Speed Dialing (4.2/DPT Features, 4.4/Special Display Features, 5.2/Standard Telephone Features)