

## Setting the Time & Date

Action	Notes
Go to a <a href="#">display</a> terminal	
Press <b>TSFR</b>	
Press <b>800</b> [or 200]	
Press <b>4321</b> [or 1234]	or <i>your</i> system password
Press <b>+</b>	press + until it says <i>Enable</i>
Press <b>SPKR</b>	
Press <b>505</b>	<p style="text-align: center;"><b>Display now says:</b></p> <p style="text-align: center;"><i>OLD 2032601:22:10</i></p> <p style="text-align: center;"><i>New W MM DD YY: HH MM</i></p> <p style="text-align: center;"><i>[weekday month day year hour min]</i></p> <p style="text-align: center;">note: weekday: Sun = 0, Mon =1, etc</p> <p style="text-align: center;"><b>[eg 1 03 11 01 09 30]</b></p>
Key in new date & time	[ie monday march 11th 2001 09:30]
Press <b>TSFR</b>	
finished	

## System Speed Dials

Action	Notes
Go to a <a href="#">display</a> terminal	
Press <b>TRSF</b>	
Press <b>800</b> [or 200]	
Press <b>4321</b> [or 1234]	or <i>your</i> system password
Press <b>+</b>	press + until it says <i>Enable</i>
Press <b>SPKR</b>	
Press <b>705</b>	<i>Display now shows first speed dial [500]</i>
Dial the required speed number [500 - 699]	eg 505
Dial the <b>9 + outside number</b>	eg 901234567890
press the far right soft key to store	
Press <b>TRSF</b>	
finished	

## Naming System Speed Dials

Action	Notes
Go to a <a href="#">display</a> terminal	

Press <b>TRSF</b>	
Press <b>800</b> [or 200]	
Press <b>4321</b> [or 1234]	or <i>your</i> system password
Press <b>+</b>	press + until it says <i>Enable</i>
Press <b>SPKR</b>	
Press <b>706</b>	<i>Display now shows first speed dial [500]</i>
Dial the required speed number [500 - 699]	eg 505
key in name using dial pad	<p>eg c = press 2 three times</p> <p>eg sjg = 7777 5 4</p> <p>hold = delete</p> <p>+ &amp; - moves between characters</p> <p>1 = space</p>
press the far right soft key to store	
Press <b>TRSF</b>	
finished	

Naming Extensions	
Action	Notes
Go to a <a href="#">display</a> terminal	
Press <b>TRSF</b>	
Press <b>800</b> [or 200]	
Press <b>4321</b> [or 1234]	or <i>your</i> system password
Press <b>+</b>	press + until it says <i>Enable</i>
Press <b>SPKR</b>	
Press <b>104</b>	
Dial the required extension number	eg 202
key in name using dial pad	<p>eg c = press 2 three times</p> <p>eg sjg = 7777 5 4</p> <p>hold = delete</p> <p>+ &amp; - moves between characters</p>

	1 = space
press the far right soft key to store	
Press <b>TRSF</b>	
finished	