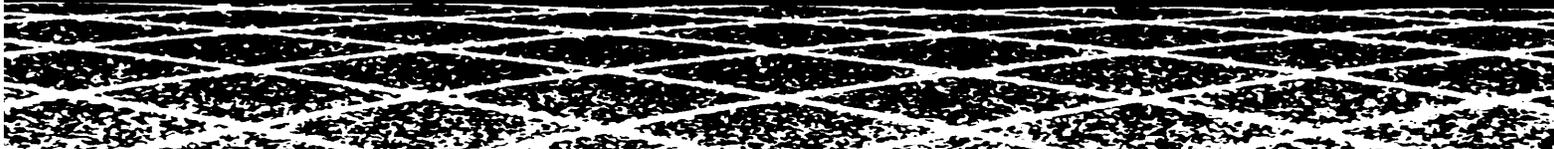




MERLIN LEGEND™
Communications System
Release 2.0
MLX-10D™, MLX-28D™, and MLX-20L™
 Display Telephones Quick Reference



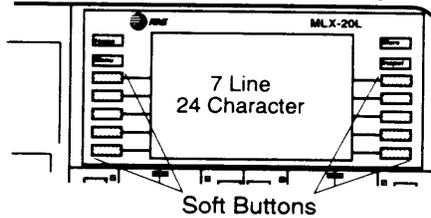
System Speed Dial		Account Codes	
List Most Often Used Codes		List Most Often Used Codes	
Name	Code	Name	Code
1.		1.	
2.		2.	
3.		3.	
4.		4.	
5.		5.	
6.		6.	
7.		7.	
8.		8.	
9.		9.	
10.		10.	
11.		11.	
12.		12.	
13.		13.	
14.		14.	
15.		15.	
16.		16.	
17.		17.	
Posted Messages			
1. Do Not Disturb	6.	11.	16.
2.	7.	12.	17.
3.	8.	13.	18.
4.	9.	14.	19.
5.	10.	15.	20.
AT&T CIC# 555-620-123		Issue 1 - October 1992	
COMCODE: 106885346			

TELEPHONE

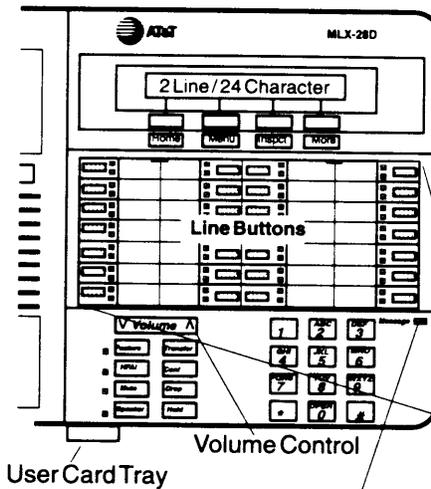
Dedicated Feature Buttons

Feature	Press to display feature screen or to select features.
HFAI	Use to answer voice-announced calls. HFAI must be on before call comes in.
Mute	Press to turn speakerphone MIC on/off.
Transfer	Press to send call to another phone.
Speaker	Press to turn speakerphone on/off.
Conf	Press to add person to a conference.
Drop	Press to disconnect person from conference call.
Hold	Press to put call on hold.

MLX-20L Display



MLX-28D & MLX-10D Display



Display Buttons

Home	Press to display the Home screen.
Inspect	Press to display call information or press programmed button to see what feature is programmed.
Menu	Press to select extension programming or features available only from the display.
More	Press to display more information. The > displays by the More button when more information exists. Press More to advance through additional menus, when necessary (for example, when selecting features).
< Soft Buttons >	These buttons are associated with display labels. Button assignments change depending on display.

- Line Buttons**
- MLX-28D: 28 (shown)
 - MLX-20L: 20
 - MLX10D: 10

Line Buttons

Telephones with SA Buttons

SA Ring	Use to make/receive inside/outside ringing calls and receive inside voice-announced calls.
SA Voice	Use to make and receive outside calls, receive ringing and voice announced calls, make inside voice announced calls. (Co-workers hear your voice over the speakerphone.)
SA Originate Only	Use only to make inside and outside calls.
Shared SA	Use to make/answer calls for co-workers or join conversations. Line is shared with another co-worker. Button can be either ring or voice.
555-XXXX	Use to make/receive outside calls only.

Telephones with ICOM Buttons

ICOM Ring	Use to make inside calls and receive inside ringing and voice-announced calls.
ICOM Voice	Use to make inside voice-announced and receive inside ringing and voice-announced calls.
ICOM Originate Only	Use only to make inside calls.
555-XXX	Use to make/receive outside calls only.

Desk Stand

See the underside of the user card tray for instructions on adjusting the telephone's desk stand.

CALL HANDLING

Rings

Ring	Meaning
One long ring	An inside call
One long ring and one short ring	An outside call
One long ring and two short rings	An outside call transferred to you or returning transferred call
Two short rings and one long ring	A returning Callback call

Line Button Lights

Light	Meaning
Steady red	You are automatically connected to this line when you lift the handset.
Steady green	The line is in use or the feature programmed onto the line button is on.
Steady red and green	You are using this line button or the Line Request feature is in use.
Steady red and flashing green	An incoming call is ringing on this line button or a call you transferred is returning to this line button.
Fast flashing green	You have put a call on hold on this line button.
Slow flashing green	Someone else has put a call on hold on this line button.

Tones

Tone	Meaning
Dial tone (steady tone)	You can make a call.
Busy (slow repeating tones)	The phone you are calling is busy.
Fast busy (fast repeating tone)	No lines are available.
Alternating high and low tones	You dialed a number incorrectly or misused a feature.
Confirmation tone (double break in dial tone followed by steady tone)	You used a feature properly.
Callback tone (four short beeps)	The outside line or the extension is busy and your phone is programmed for Automatic Callback.
Call Waiting tone (one or two beeps while you are on another call)	You have an inside call (one beep) or an outside call (two beeps) waiting.

Conference

Conference can have up to three inside participants, including yourself, and up to two outside participants.

1. Dial the first number or extension.
2. Press **Conf** (after first call is answered, which puts call on hold).
3. Select line button, if not selected.
4. Dial next number or extension.
5. Announce call and press **Conf**.
6. Repeat Steps 2-5 for each outside participant.
7. To end conference, hang up.
 - Press **Drop** and line button to drop any participant added.
 - Press **Hold** to temporarily leave conference.
 - Press any participant's line to rejoin conference.

Transfer

To transfer:

1. Press **Transfer**.
2. Press line **ICOM**, or **SA** button, if necessary,
3. Dial extension or number.
4. Announce call, if desired.
5. Press **Transfer**, hang up, or return to call on hold.

To one-touch manual transfer:

1. Press **Auto Dial** button.
2. Announce call.
3. Press **Transfer**, hang up, or return to call on hold to cancel transfer.

To one-touch auto transfer:

1. Press **Auto Dial** button.

Ask your system manager if this feature is available.

To camp-on:

- Press **Camp-On** or press **Feature** and select *Camp On [Camp]* to queue a call to an extension. The extension will ring after it becomes available (for example, no longer busy).

FEATURES & PROGRAMMING

Programming Features and Buttons

Features that set up how your phone works are not programmed onto a line button and are flagged in the Programming Codes Table with a ‡. Set these features using Steps 2-4 and 6-9 of the following procedure. Features that must be programmed onto a line button are flagged by a ◆. Use all steps of the following procedure to program these buttons.

To program features from the display:

1. Label a button.
2. Press **Menu**. (On 2-line display, press **More**.)
3. Select *Ext Program [Prog]* .
4. Select *Start*.
5. Press button to be programmed.
6. Select *ListFeature [List]*.
7. If necessary, press **More** or *FindFeature [Find]* and feature's first letter, then select feature.
8. Respond to prompts if necessary, then select *Enter*.
9. Press **Home**.

To program features using a feature button:

1. Label a button.
2. Press **Feature** and dial 00.
3. Press button to be programmed.
4. Dial programming code.
5. Respond to display prompts, if necessary, then select *Enter*.
6. Press **Feature** and dial * 00.

No diamond means the feature can also be accessed from a feature code.

◆ Denotes features that must be programmed onto a line button.

‡ Denotes features that set up how your phone works; they are not used by pressing a programmed button.

Programming Codes

Account Code Entry	* 82 + code
Auto Dial	
Inside ◆	* 22 + extension
outside ◆	* 21 + number
Callback	
automatic callback off‡	** 12
automatic callback on‡	* 12
selective callback	* 55
Call Waiting‡	
off	** 11
on	* 11
Camp-On	* 57
Coverage	
coverage VMS Off ◆	* 46
group ◆	* 42 + group
inside and outside‡	* 48
off ◆	* 49
outside only ◆	** 48
primary individual coverage ◆	* 40 + extension
secondary individual coverage ◆	* 41 + extension
Do Not Disturb ◆	* 47
Forward	* 33
Headset/Handset Mute ◆	* 783
Last Number Dial	* 84
Messaging	
leave message	* 25
Paging	
group	* 22 + group ext.
Park	* 86
Personalized Ring‡	* 32 + ring(s) (1-8)
Personal Speed Dial	* (01- 24) + * 21 + phone number
Pickup	
general pickup	* 9
group pickup	* 88
inside	* 9 + extension
outside	* 9 + line no.
Privacy	* 31
Recall	* 775
Reminder Service	
set reminder	* 81
cancel reminder	** 81
Ringing Options	
abbreviated on‡	* 341
abbreviated off‡	* 342
delayed all lines‡	* 346
delayed one line‡	* 36
immediate all lines‡	* 347
immediate one line‡	* 37
no ring all lines‡	* 345
no ring one line‡	* 35
Saved Number Dial ◆	* 85
Signaling and Notify	
signaling ◆	* 23 + extension
notify receive ◆	* 758 + extension
notify send ◆	* 757 + extension
System Speed Dial	* 24 + (code)
Voice Announce	
on‡	* 10
off ‡	** 10

MESSAGING

Accessing Features

- Select feature from Menu display:
 1. Press **Menu** button.
 2. If necessary to find feature, press **More**.
 3. Select feature.
- Select feature from Feature display:
 1. Press **Feature**.
 2. If necessary to find feature, press **More**.
 3. Select feature from display or dial the feature code.
- Select feature from a programmed button.

Menu Display
Alarm Clock
Extension Directory
Messaging
Delete Message
Next Message
Posted Message
Return Call
Personal Directory
System Directory
Timer

Feature Codes	
Account Code Entry	82 + code
Callback Selective	55
Call Waiting	
pick up a call waiting call†	87
Camp-On	57
Follow Me	34 + extension
Forward	
inside	33 + extension
outside	33 + dial-out code + number + #
Forward and Follow Me	
cancel from all extensions+	* 34 *
cancel from one extension+	* 34 + extension
cancel from your phone	33 + your extension
Language††	
English	790
French	791
Spanish	792
Last Number Dial	84
Messaging	
cancel message†	* 53 + extension
leave message	25
leave message without calling†	53 + extension code (01 -24)
Personal Speed Dial†	
Pickup	
group pickup	88
inside	9 + extension
outside	9 + line number
Privacy	
off	* 31
	31
Recall	775
Reminder Service	
set reminder	81 + time + A or P
cancel reminder	* 81
System Speed Dial	code (600-739)

Leave Messages

On busy or unanswered extension:

- Press programmed **Leave Message** button.
- Use **Feature** button:
 1. Press **Feature**.
 2. Select *Leave Msg[LvMsg]* or dial **25**.

To send a message to a display phone without calling:

1. Press **Feature** and dial **53**.
2. Dial extension.

Cancel Messages

1. Press **Feature** and dial * **53**.
2. Dial extension.

Receive Messages

Use **Menu** to display and delete messages. The following abbreviations identify messages on your display:

- * New Message
- ATT Message from operator
- FAX You have a fax
- VMS You have a voice-mail message
- EXT Message from co-worker.

Post Messages

1. Press **Menu**.
2. Select Posted Msg[Post].
3. Select message to post.
4. Select *Post*.
5. Press **Home**.

Cancel Posted Messages

1. Press **Menu**.
2. Select *Posted Msg[Post]*.
3. Select *Cancel[Cancel]*.
4. Press **Home**.

†† For time functions, English operates on 12-hour clock (A or P), French and Spanish operate on 24-hour clock.

† Available only by using feature code.

Extension and System Directory

Verify with your system manager that these directories were programmed by your company.

On an MLX-20L Telephone:

1. Press **Menu**.
2. Select *Directory*.
3. Select *Ext Dir* for extension directory or *System Dir* for system directory.
4. Select appropriate range of letters. (If no entries are available, you hear a beep.)
To view or select other entries within the selected letter range:
 - Select *Prev Page* for previous page.
 - Select *Next Page* for next page.You can select *Show Number* to verify name. Select name to verify number. Then select *Show Number* again.
5. Press button next to name to dial number.

On MLX - 10D and MLX-28D Telephones:

1. Press **Menu**.
2. Select *Dir*.
3. Select *ExtDir* for extension directory or *SysDir* for system directory.
4. Use dialpad to spell name, then select *Enter*.
If entry is available, you may select:
 - *Prev* to see previous page.
 - *Next* to see next page.If entry is not available, you may select:
 - *New* to start search over.
5. Select *Dial*.

Personal Directory'

Available on MLX-20L telephones only. Stores up to 50 entries.

To enter a listing:

1. Press **Menu**.
2. Select *Directory*.
3. Select *Personal Dir*.
4. Select *Enter New*.
5. Type name, up to 11 characters (A-F are in display; G-Z are on underneath faceplate).
6. Enter punctuation, if needed, by selecting *Punctuation*, select characters, then select *Punctuation* again.
7. Select *Enter*.
8. Use dialpad to type number, include dial-out code if necessary (up to 28 digits). (See Special Character Table).
9. Select *Enter*.
10. Respond to number display prompt, then select *Enter*.
11. For more entries, return to Step 5.
12. Press **Home**.

To assign listings to home screen:

1. Press **Menu**.
2. Select *Directory*.
3. Select *Personal Dir*.
4. Select *Put On Home*.
5. Select *range of letters*.
6. Select name from list.
7. Select Home screen location.
8. Select *Continue* to repeat Steps 5 through 7.
9. Press **Home**.

To dial listing on Home screen:

1. Press **Home**.
2. Press appropriate line or **SA** button.
3. Select listing to dial number.

To dial listing not on Home screen;

1. Press **Home**.
2. Select *Next Page* twice.
3. Press button next to letter range. You may want to verify listing:
 - a. Select *Show Number*.
 - b. Select listing (both name and number are displayed).
 - c. Select *Show Number* again to exit.
4. Press appropriate line button.
5. Press button to dial number.

To delete listings:

1. Press **Menu**.
2. Select *Directory*.
3. Select *Personal Dir*.
4. Select *Delete Entry*.
5. Select range of letters.
6. Select listing to be deleted.
7. Select *Delete* to delete listing, (*Cancel* exits without change.)
8. Press **Home**.

To change listings:

1. Press **Menu**.
2. Select *Directory*.
3. Select *Personal Dir*.
4. Select *Edit Dir*.
5. Select range of letters.
6. Select listing to be changed.
7. Choose item to be changed: *Replace Name* changes name, *Replace Num* changes number, *Rep/ace Tag* displays/conceals number on/from display, *Exit* cancels changes.
8. Enter new information.
9. Select *Enter*.
10. Select *Exit*.
11. Press **Home**.

* Numbers dialed automatically may need special characters in their dialing sequence. (See Special Characters Table.)

OFTEN USED FEATURES

Do Not Disturb

To program:

See **Programming Buttons**.

To use:

- Toggle the programmed button on or off.

Last Number Dial

To program:

See **Programming Buttons**.

To use:

1. Press same type of button used to place the first call, (for example, **ICOM** or **SA**).
2. Press **Last Number Dial** programmed button or **Feature** and select *LastNumDial[Last#]*, or press **Feature** and dial **84**.

Saved Number Dial

To program:

See **Programming Buttons**.

To use:

1. Press programmed button before hanging up.
2. To redial call, press same type of button used to place the call (for example, **ICOM** or **SA**).
3. Press programmed button to redial.

Personal Speed Dial

Available on MLX-10D telephones only. For MLX-20L, use Personal Directory. For MLX-28D, use programmed **Auto Dial** buttons.

To program personal speed dial:

1. Press **Menu**.
2. Select *Ext Program[Prog]*.
3. Press **Feature** and dial 2-digit code from 01 to 24 and then ***21**. (Ignore instructions on the display to press a button.)
4. Dial phone number (including dial-out codes). (See Special Character Table.)
5. Select *Enter*.
6. Repeat Steps 3-5 for additional codes.
7. Press **Home**.

To use personal speed dial:

1. Select appropriate line button
2. Press **Feature**.
3. Dial 2-digit code (01-24).

Auto Dial

To program on a button:

1. Label a button.
2. Press **Menu**.
3. Select *Ext Program[Prog]*.
4. Select *Start*.
5. Press button to be programmed.
6. Select *ListFeature[List]*.
7. Select *Auto Dial[AutoD]*.
8. Select *Inside [In]* or *Outside [Out]*.
9. Select *Enter*.
10. Dial extension or outside number (including complete dialing sequence). (See Special Characters Table.)
11. Select *Enter*
12. Repeat Steps 5-10 to program additional numbers.
13. Press **Home**.

To use **Auto Dial** button for ringing calls:

- Press programmed **Auto Dial** button.

To use inside **Auto Dial** button for voice-announced calls:

1. Press **ICOM Voice** or **SA Voice**.
2. Press programmed **Auto Dial** button. Begin talking after the beep.

Coverage

For coverage, a co-worker must program an individual coverage button on his/her phone for either primary or secondary coverage, (Secondary coverage offers a two-ring delay so you may answer before calls are 'covered. Primary coverage sends the call immediately to coverage.) You can program **Coverage Off** or **Coverage VMS Off** buttons. Select the *CoverInside[CvIns]* option to prevent coverage of inside calls. You may also have group coverage. Check with your system manager.

To program coverage buttons:

See **Programming Buttons**.

To activate a coverage feature:

Select the programmed feature button or see **Accessing features**.

To use:

- Select *CoverInside[CvIns]* to:
 - *Off* to prevent inside calls from being sent to coverage.
 - *On* to send both inside and outside calls to coverage.
- Toggle On the **Coverage VMS OFF** button to prevent outside calls from being sent to voice mail.

- Toggle On the **Coverage OFF** button to stop all calls from being sent to coverage.

OFTEN USED FEATURES

Forward and Follow Me

To program.

See **Programming Buttons**

To forward calls to an extension:

1. Press an **ICOM** or **SA** button.
2. Press programmed button.
3. Dial extension.

To forward calls to an outside number:

1. Press an **ICOM** or **SA** button.
2. Press programmed button.
3. Dial dial-out code for **ICOM** or **SA** button.
4. Dial phone number, then dial #.

To setup follow me from another extension:

1. Press an **ICOM** or **SA** button.
2. Press **Feature and** dial **34**.
3. Dial your extension.

To cancel forward and follow me:

- From your extension:
 1. Press **Feature**.
 2. Dial **33** and your extension.
- From one extension:
 1. Press **Feature**.
 2. Dial * **34** and your extension.
- Sent from all extensions:
 1. Press **Feature**.
 2. Dial * **34** * .

Account Code Entry

To program:

1. Label a button.
2. Press **Menu**.
3. Select *Ext Program[Prog]*.
4. Select *Start*.
5. Press labeled button.
6. Select *ListFeature[List]*.
7. Select *AccountCode[Acct]*.

Pickup

To program:

1. Label a button.
2. Press **Menu**.
3. Select *Ext Program[Prog]*.
4. Select *Start*.
5. Press button to be programmed.
6. Select *ListFeature[List]*.
7. Select *Pickup[Pkup]*.
8. Select *General[Genr]* for any line or extension; select *Extension[Ext]* or line for a specific extension or line; select *Group* for group pickup.
9. Select *Enter*.
10. Press **Home**.

To use:

- Press programmed button. For specific line or extension, dial extension or line number.
- Group Pickup can also be accessed by pressing **Feature** and selecting *PickupGrp[PkupG]* from the display.

8. Press **Home**.

To enter an account before calling:

1. Press programmed **Account Code** button, or press **Feature**, then select *Account Code [Acct]* or dial **82**.
2. Dial account code, followed by #.
3. Press outside line or **SA** button.

Call Waiting

Single beep means inside call waiting; two beeps mean outside call waiting.

To turn call waiting on/off:

1. Press **Menu**.
2. Select *Ext Program[Prog]*.
3. Select *Start*.
4. Press any **ICOM** or **SA** button.
5. Select *ListFeature[List]*.
6. Select *CallWaiting[C Wait]*.
7. Select *On* to turn on or select *Off* to turn off.
8. Select *Enter*.
9. Press **Home**.

To complete a call and answer call waiting,

1. When you hear Call Waiting tone, hang up.
2. Lift handset when phone rings.

To put call on hold and pickup call waiting:

1. Press **Hold**.
2. Press **ICOM** or **SA Originate Only** button. (You must have **ICOM Originate Only** or **SA Originate Only** button available to pick up call.)
3. Press **Feature** and dial **87**.
4. To return to call on hold, press button with fast flashing light.

4. Lift handset or press **Speaker**.
5. Dial number (including dial-out code if using **SA** button).

Repeat Steps 1 and 2 to change an account code during a call. Caller does not hear you enter the account code. Account code cannot be changed if it was already entered for the call when the call arrived.

OFTEN USED FEATURES

Callback

Use Callback to be notified when a busy extension or outside line is free. Callback works only for busy extensions on **ICOM** button phones; use Line Request for busy outside lines. On **SA** button phones, Callback works with busy inside extensions; it works with busy outside lines only on **SA** or **Pool** button. Selective callback, which activates feature on call-by-call basis, is available on a Feature screen from a feature code or from a programmed button. You must program your phone for automatic callback which activates feature for every call.

To program a selective callback button:

1. Label a button,
2. Press **Menu**.
3. **Select** *Ext Program[Prog]*.
4. Select *Start*.
5. Press labeled button.
6. Select *ListFeature[List]*.
7. Select *Cback Sel[CbckS]*.
8. Press **Home**.

To use selective callback for busy extension:

1. Press **Feature** and dial **55** when you hear fast busy signal; or press **Feature** and select *Cback Sel[CbckS]*; or press programmed button.
2. Hang up after five short beeps.
3. Lift handset after one long ring, and three short rings.
4. Call is placed after you lift the handset.

To use selective callback for busy outside lines:

1. Press **Feature** and dial **55** when you hear fast busy signal; or press **Feature** and select *Cback Sel[CbckS]*; or press programmed button.
2. Hang up after five short beeps.
3. Lift handset after one long ring, and three short rings.
4. Call is placed after you lift the handset.

To turn automatic callback on/off

1. Press **Menu**.
2. Select *Ext Program[Prog]*.
3. Select *Start*.
4. Press any **ICOM** or **SA** button.
5. Select *ListFeature[List]*.
6. Select *Cback Auto[CbckA]*.
7. Select *On* or *Off*.
8. Select *Enter*.
9. Press **Home**.

To use automatic callback:

1. When you hear five short beeps after you reach a busy extension or outside line, hang up.
2. Lift handset after one long ring and three short rings.
3. Call is placed after you lift handset.

To cancel a queued callback request:

1. Press the button the call is on.
2. Lift handset.
3. Press **Drop**.
4. Press the button the call is on.

Hold

Press the **Hold** button to put a call or conference on hold. As a reminder, your phone beeps every 60 seconds. When the hold timer expires, a *Call on Hold* message is displayed.

System Speed Dial

You can program 3-digit system speed dial codes on a button. See **Programming Buttons**.

Park

See **Programming Buttons**.

To use park and speakerphone page.

1. Park the call.
 - Press programmed **Park** button.
 - Press **Transfer**, dial your extension, and press **Transfer** again.
 - Press **Feature** and select *Park*.
2. Set up page.
 - For speakerphone page:
 1. Press appropriate **Group Page** or **Page All** button, or press any **ICOM** or **SA** button and dial *Group Page* or *Page All* extension.
 2. Announce call and give your extension.
 - For loudspeaker page:
 1. Press programmed **Loudspeaker Page** button or press **Feature** and select *LoudspkrPg[LdsPgJ]*. If necessary, dial the code for the Page Zone.
 2. Announce call and extension where call is parked.

To pickup a parked call:

1. Lift handset.
2. Press programmed **Pickup** button, or press **Feature** and select *Pickup[Pkup]* or dial **9**.
3. Dial extension where call is parked.

DISPLAY REFERENCE - for 2-line Display

Paging

To program speakerphone paging:

1. Label button to be programmed as **Group Page-(name)** or **Page-All**.
2. Press **Menu**.
3. Select *Ext Program[Prog]*.
4. Select *Start*.
5. Press button to be programmed.
6. Select *ListFeature[List]* (select **More** if feature not on first screen).
7. Select *Group Page[GrpPg]*.
8. Dial Group Page or Page All number.
9. Select *Enter*.
10. Press **Home**.

To use speakerphone paging:

1. Press any **ICOM** or **SA** button.
2. Lift handset.
3. Press programmed button.
4. Make announcement.

To use loudspeaker paging from display (if your system is programmed for this feature):

1. Press any **ICOM** or **SA** button.
2. Lift handset.
3. Press **Feature**.
4. Select *Loudspkr Pg[LdsPg]*.
5. Dial code for company-defined zone, if necessary.
6. Make announcement.

To use loudspeaker paging button:

1. Lift handset.
2. Press **Loudspeaker Page** button.
3. Dial code for company-defined zone, if necessary.
4. Make announcement.

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2-Line Display		2-Line Display	
Feature Name	Abbreviation	Feature Name	Abbreviation
Account Code Entry	<i>Acct</i>	posted message	<i>Post</i>
Alarm Clock	<i>AlC/k</i>	Paging	
Auto Dial	<i>AutoD</i>	group paging	<i>GrpPg</i>
inside (extension)	<i>In</i>	loudspeaker paging	<i>LdsPg</i>
outside	<i>Out</i>	Park	<i>Park</i>
Callback		Personalized Ring	<i>PRing</i>
Automatic Callback	<i>CbckA</i>	Pickup	<i>Pkup</i>
Selective Callback	<i>CbckS</i>	general	<i>Genrl</i>
Call Waiting	<i>CWait</i>	group pickupp	<i>PkupG</i>
Camp-On	<i>Cam</i>	inside (extension)	<i>Ext</i>
Conference	<i>Conf</i>	outside (line)	<i>Line</i>
Contrast	<i>Ctrst</i>	Privacy	<i>Prvcy</i>
Coverage	<i>Cover</i>	Recall	<i>Recll</i>
Coverage Vms	<i>CvVms</i>	Reminder	<i>Rmind</i>
group	<i>Group</i>	cancel	<i>Cancel</i>
primary individual	<i>Pmry</i>	set	<i>Set</i>
secondary individual	<i>Secnd</i>	Ringing Options	<i>RngOp</i>
inside only	<i>CvIns</i>	all lines	<i>AllLn</i>
off	<i>Cvoff</i>	one line	<i>1Line</i>
Directory	<i>Dir</i>	delayed ring	<i>Delay</i>
extension	<i>ExtDir</i>	immediate ring	<i>Immed</i>
personal	-	no ring	<i>No</i>
system	<i>SysDir</i>	abbreviated ring	<i>Abbrv</i>
Do Not Disturb	<i>DND</i>	Saved Number Dial	<i>Save#</i>
Drop	<i>Drop</i>	Signaling	<i>Signl</i>
Follow Me	<i>FlwMe</i>	notify	<i>Nfry</i>
Forward	<i>Forwd</i>	notify receive	<i>Recv</i>
Headset/Handset	<i>Hdset</i>	notify send	<i>Send</i>
Last Number Dial	<i>Last#</i>	System Speed Dial	<i>SpdDI</i>
Messaging	<i>Msgs</i>	Timer	<i>Timer</i>
delete messag	<i>Dlete</i>	Transfer	<i>Trans</i>
leave message	<i>LvMsg</i>	Voice Announce	<i>Voice</i>
return call	<i>Call</i>		
next message	<i>Next</i>		

Special Characters Table

Features that dial numbers automatically may need special characters to allow for correct dialing or system response.

Press...	See...	Means...
Drop	s	Stop. Halts dialing sequence to allow for system response.
Hold	p	Pause. Inserts 1.5 sec. pause in dial sequence. Multiple consecutive pauses allowed.
Conf	f	Flash. Sends switchhook flash. Must be first entry in sequence.
##	#	For Extension Programming only (<i>Ext Program[Prog]</i>) End of Dialing. Used to signal end of dialing sequence or used to separate grouped digits, for example, account codes from number dialed.
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