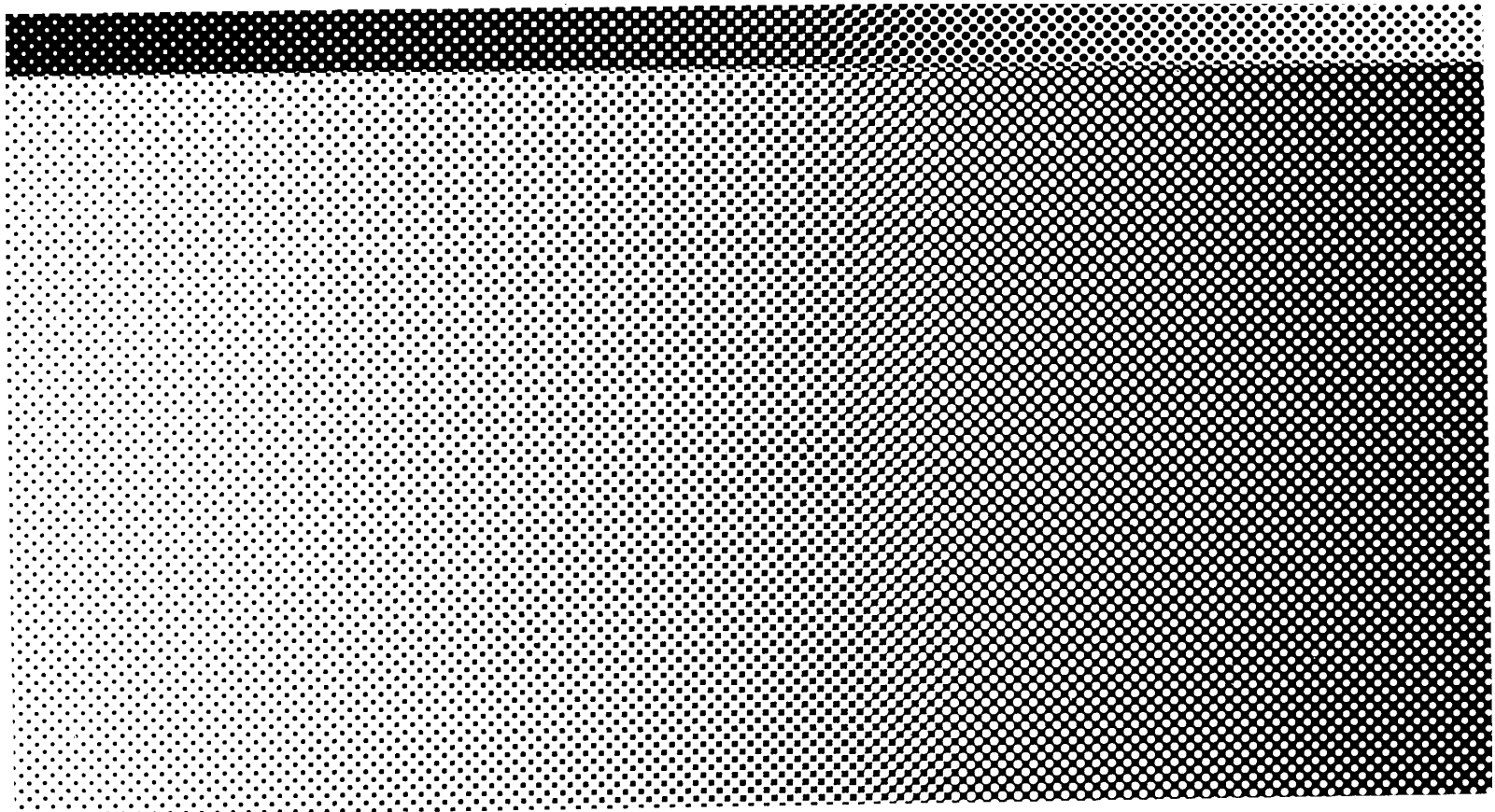




MERLIN[®] Plus

COMMUNICATIONS SYSTEM

System Planner



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NOTICE

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System Planner

Customer Name _____

Address _____

Phone _____

DOSS Order No. _____

The information on this form will enable your AT&T Service Technician to install your new MERLIN Plus system so that it works exactly as you want. It is important that you provide this information PRIOR TO INSTALLATION. In addition to installing your system, the Service Technician will train you to use it, so you MUST have someone present during the installation.

What is the name and phone number of the person who will be present when your system is installed?

Name _____ Phone _____

Fill out the attached System Configuration Form using the following guidelines:

1 Under **Dial Signals**, check one of the following:

- "Touch-Tone" - if **all** of your telephone lines are Touch-Tone lines.
- "Rotary (Pulse)" - if one or more of the lines are rotary-only lines.

2 Under **Long Distance Dialing**, check one of the following:

- Toll-Prefix - if you have to dial a 1 or 0 before the area code when making a long distance call.
- "Area Code Only" - if you don't have to dial a 1 or 0 before the area code.

3 Under **Line Assignments**:

a Write in the name of the system attendant and the attendant's location next to Intercom (Icom) No. 10.

b Next to the remaining numbers (11-29), write in the names and work locations of the people who will have MERLIN system telephones.

NOTE: If you will be using the Call Report Feature, do not write a name next to Icom. No. 19.

4 Under **Line Assignments**, fill in the appropriate boxes to indicate which lines each person will have by using an:

- "R" - to indicate that the line will ring at that telephone.
- "NR" - to indicate that the line won't ring.
- "DR" - to indicate that the line will ring after a delay.

5 Under **Automatic Line Selection Sequence**, enter the line letters assigned to each telephone in the order that they will be selected by that telephone.

NOTE: See the example, where the President wants line C, a private line to be selected first, and also wants access to all of the other lines. The entry is C, A, B, D.

6 Under **Call Restrictions**, check the appropriate box for each person, depending on whether his/her telephone will be:

- "Unrestricted" - able to make any kind of outside calls.
- "Outward Restricted" - cannot make any outside calls.
- "Toll Restricted" - able to make local but not long distance calls.

7 Under **Paging Groups**, check the appropriate column(s) to indicate the Telephone Paging Group(s) to which each person will be assigned.

NOTE: This is a MERLIN Plus feature and does **not** require any additional equipment. Your MERLIN Plus system comes with the first ten positions (Icoms Nos. 10-19) assigned to Group 1 and the second ten (Icom Nos. 20-29) assigned to Group 2.

8 Under **Last Number Redial**, **Do Not Disturb**, and **Privacy**, check the boxes as appropriate for each person whose telephone will have a button reserved for each one of these features.

9 Under **Outside Telephone Lines**, enter the number and line type for each of your outside lines.

NOTE: For example, enter "CO" (for Central Office) for regular lines, "FX" for a Foreign Exchange line, etc.

10 Under **System Speed Dial Directory**:

- Enter the telephone numbers, account numbers (if any), and names for numbers that you will be able to dial using an abbreviated code.
- Check the "Restriction Override" box if people who are normally restricted from making outside calls should be able to dial these numbers.

Fill out a telephone (voice terminal) label form for each of your MERLIN Plus system telephones using the following examples. Blank forms are on pages 4 — 7. Use the appropriate form depending on the size of each telephone. If you need more forms than supplied, make photocopies of the blank forms. Refer to your completed System Configuration Form to see which lines and buttons will be assigned to each telephone.

555-1003	Joc	Service	
555-1002	Jane	President	
555-1001	Bob		
555-1000	Sue		
Intercom	Parts		
Conference	Transfer		
Drop	Hold		
34 BUTTON DELUXE			Page Grp 1
			Page Grp 2
		Saved Number	Page All
		Last Number	Send Message Administer

System Configuration Form

CUSTOMER: "Typical"

REP: _____

ORD NO: _____

Dial Signals Long Distance Dialing
☒ Touch Tone ☐ Toll Prefix
☐ Rotary (Pulse) ☒ Area Code Only

Line Assignments											
Location	Type Out	Name	Icom No.	Line A	Line B	Line C	Line D	Line E	Line F	Line G	Line H
Front Desk	34B	Dale	10	R	DR	DR	DR	DR	DR	DR	DR
Room 100	10B	Joe	11	R	R	DR	DR	DR	DR	DR	DR
Room 101	10B	Jane	12	R	R	R	R	R	R	R	R
Room 102	10B	Bob	13	R	R	R	R	R	R	R	R
Room 103	10B	Sue	14	R	R	R	R	R	R	R	R
Room 104	10B	Jim	15	R	R	R	R	R	R	R	R
Parts	10B	Carol	16	N	R	NR	NR	NR	NR	NR	NR
Service	10B	John	17	N	R	NR	NR	NR	NR	NR	NR
President	10B	Pat	18	N	R	NR	R	NR	NR	NR	NR
			19								
			20								
			21								
			22								
			23								
			24								
			25								
			26								
			27								
			28								
			29								

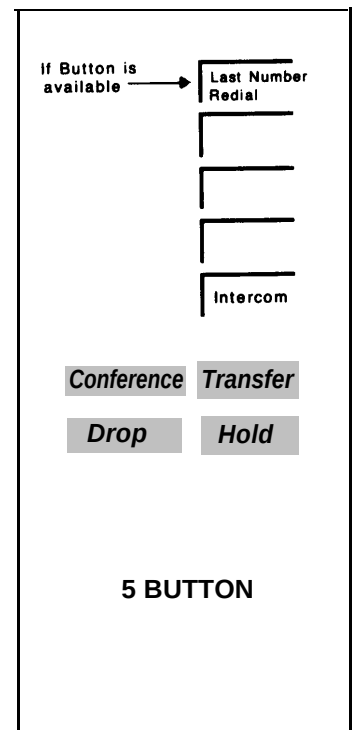
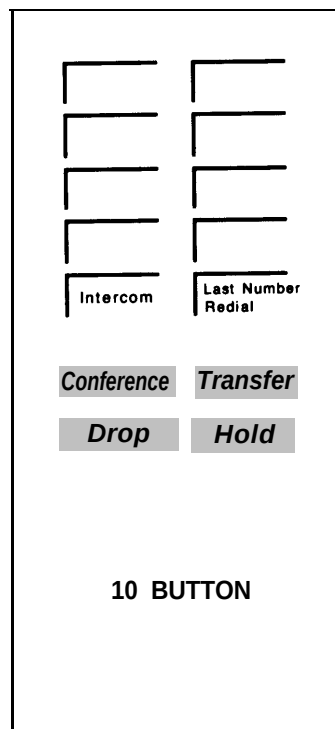
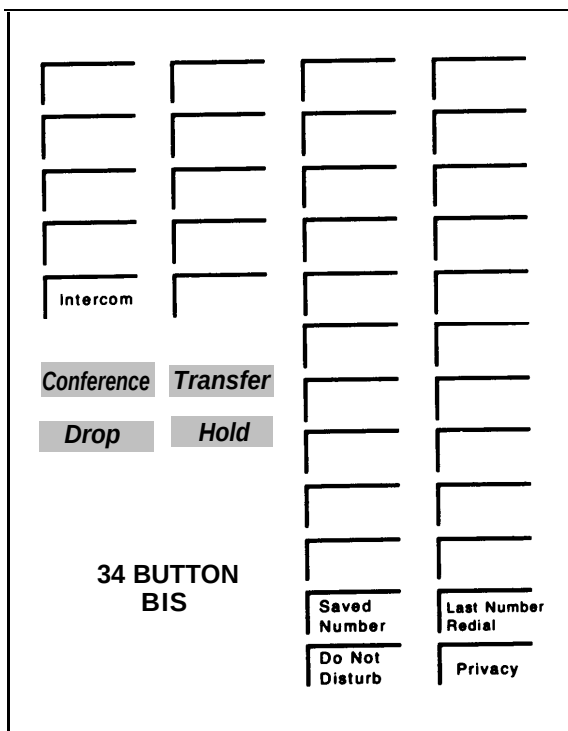
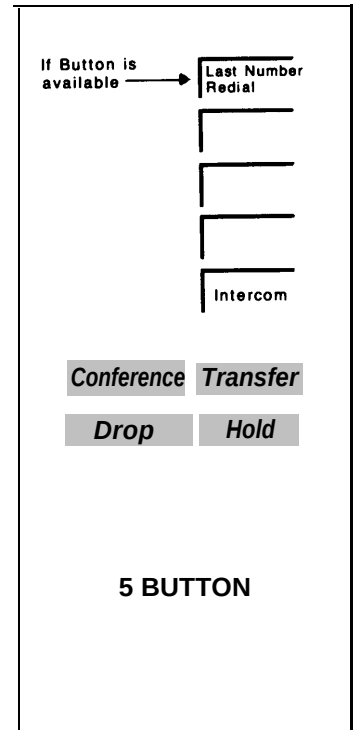
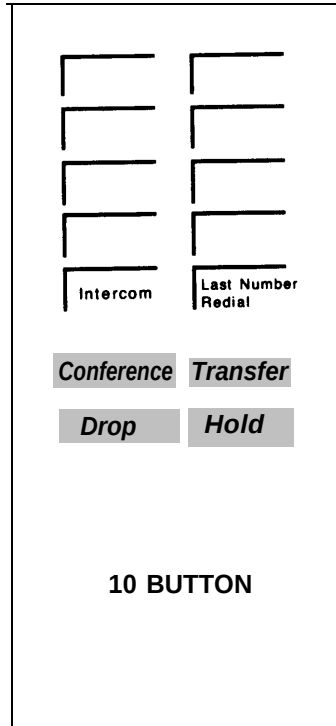
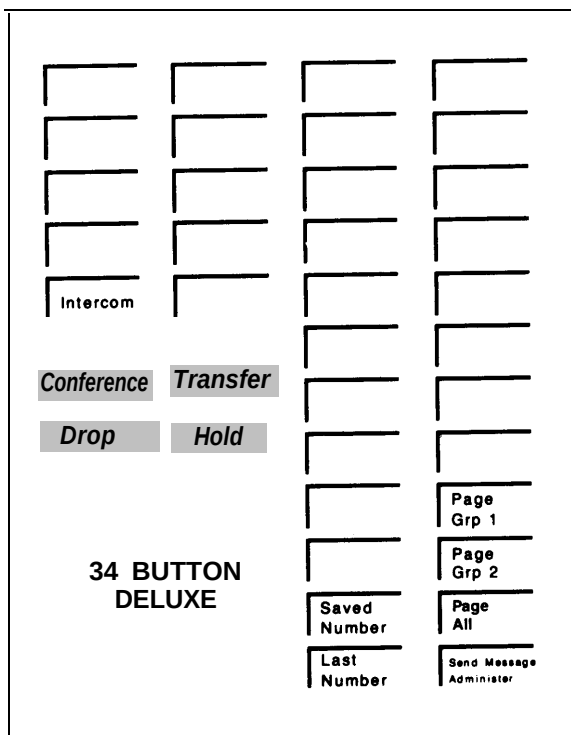
R=Ring NR=No Ring DR=Delayed Ring

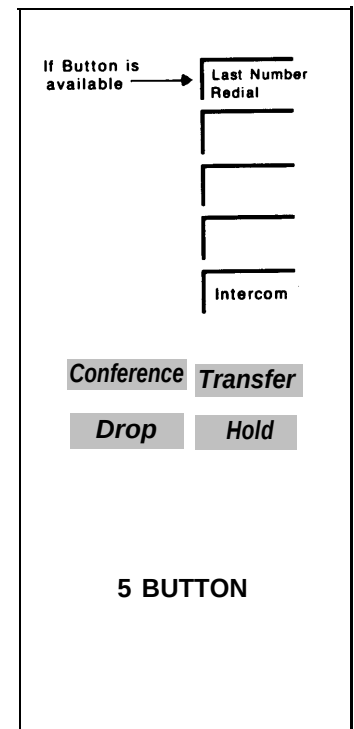
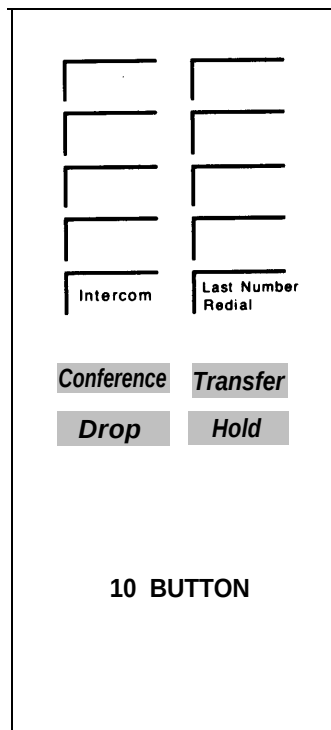
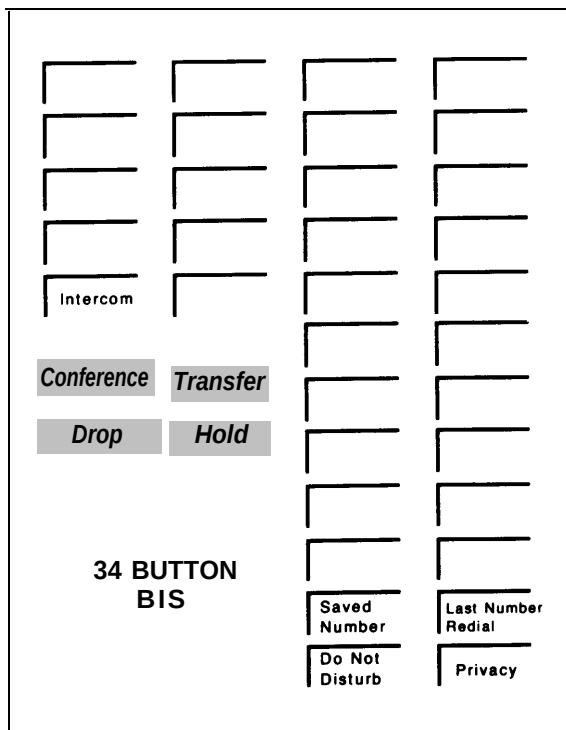
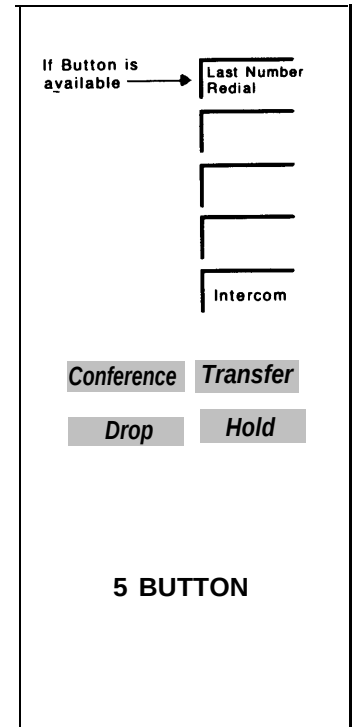
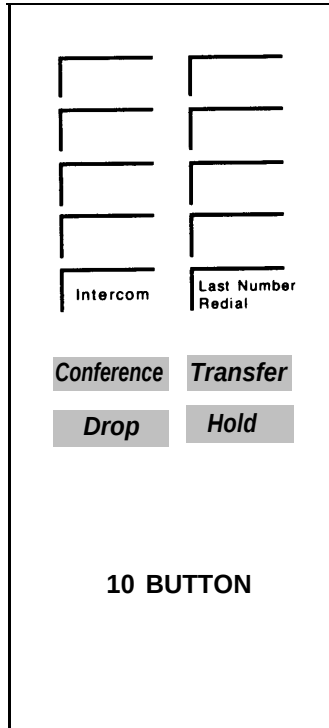
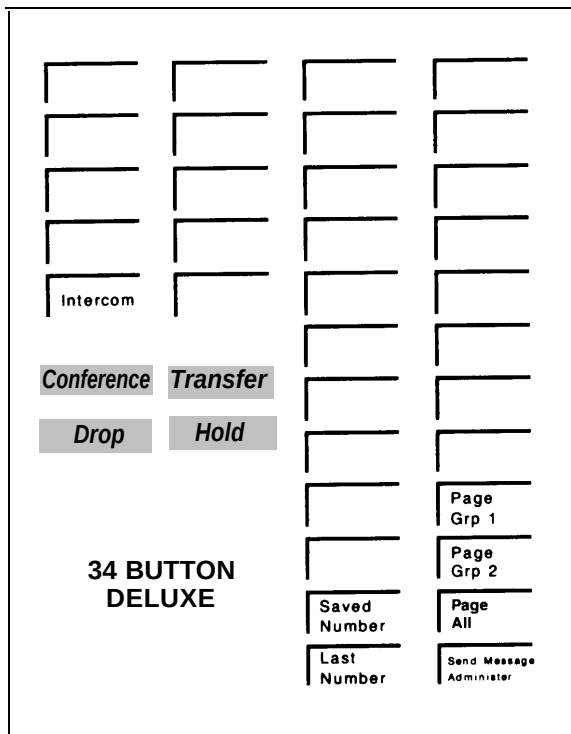
Outside Telephone Lines

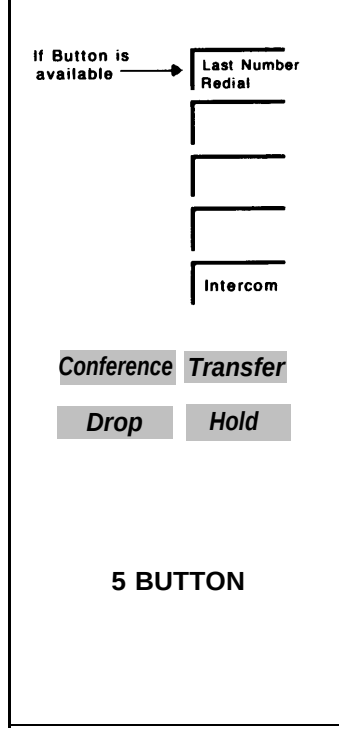
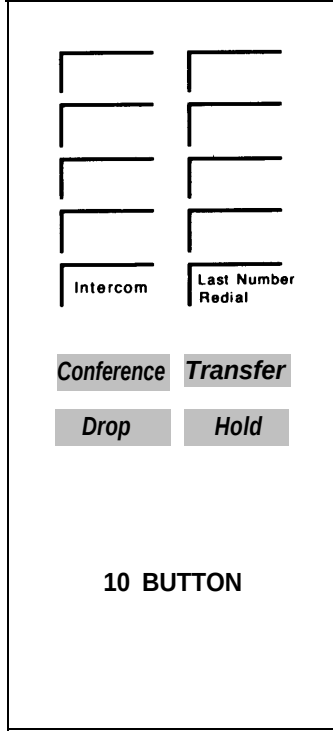
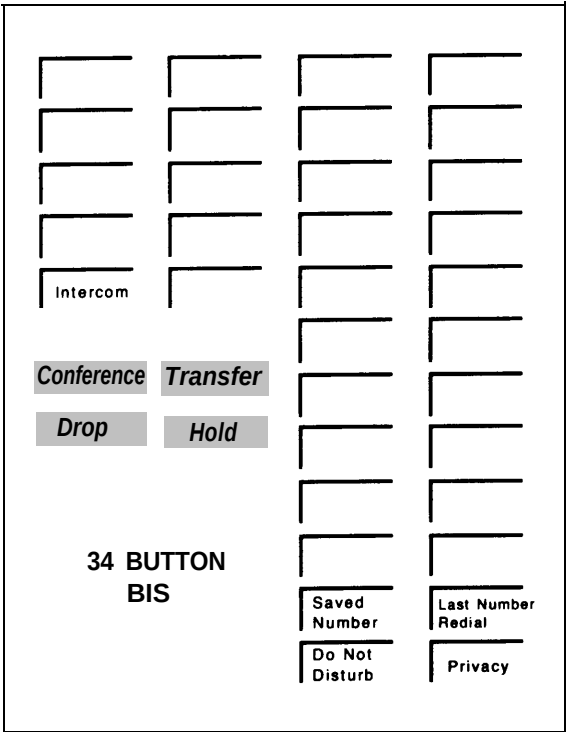
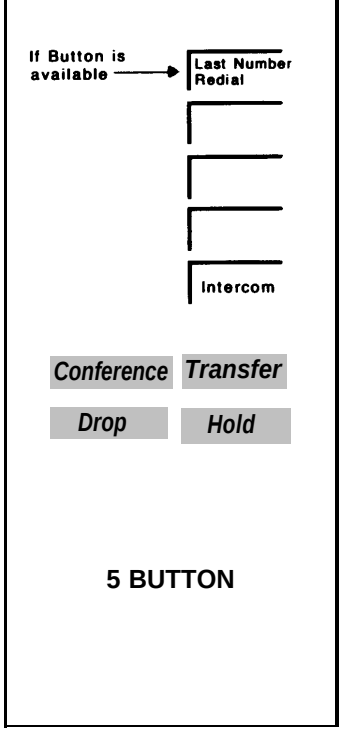
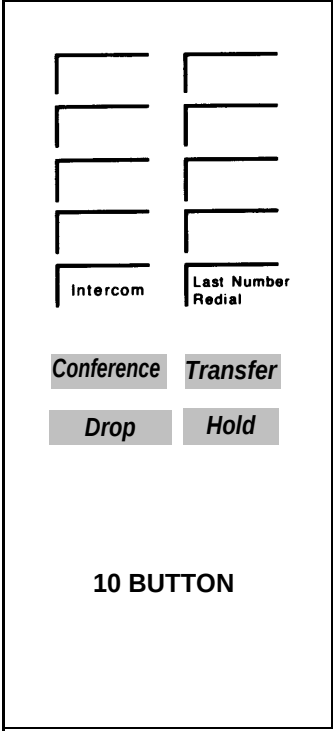
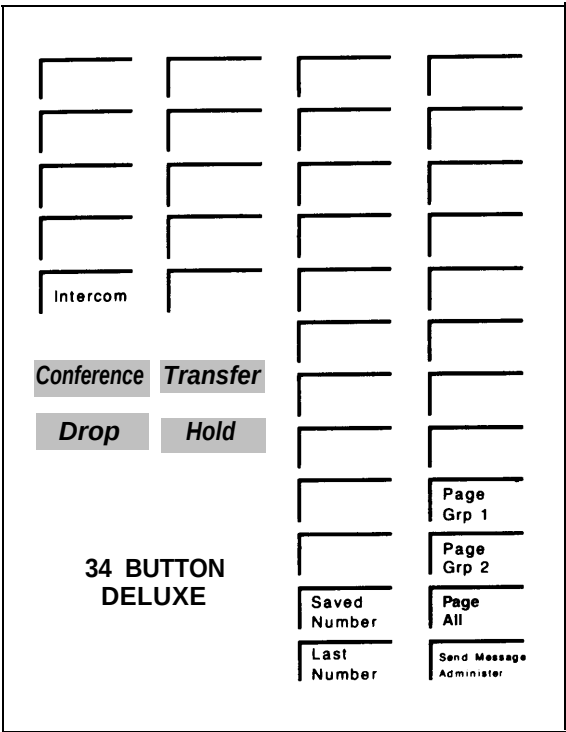
Lines	Telephone Number	Line Type
A	555-1000	CO
B	555-1001	CO
C	555-1002	CO
D	555-1003	WATS
E		
F		
G		
H		
I		

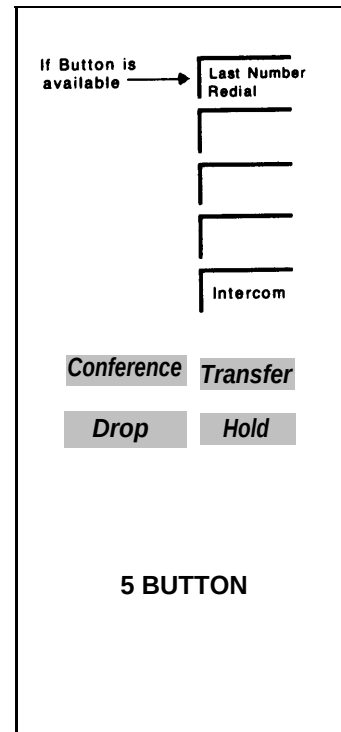
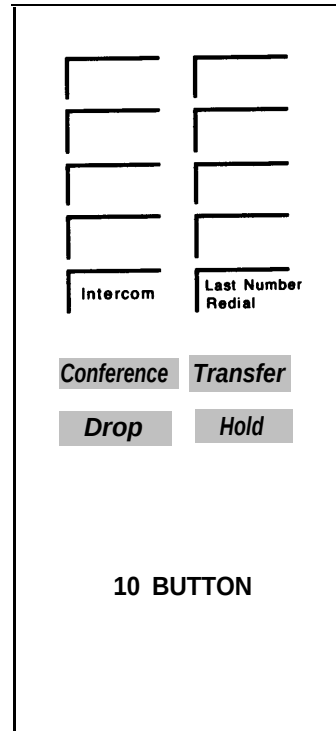
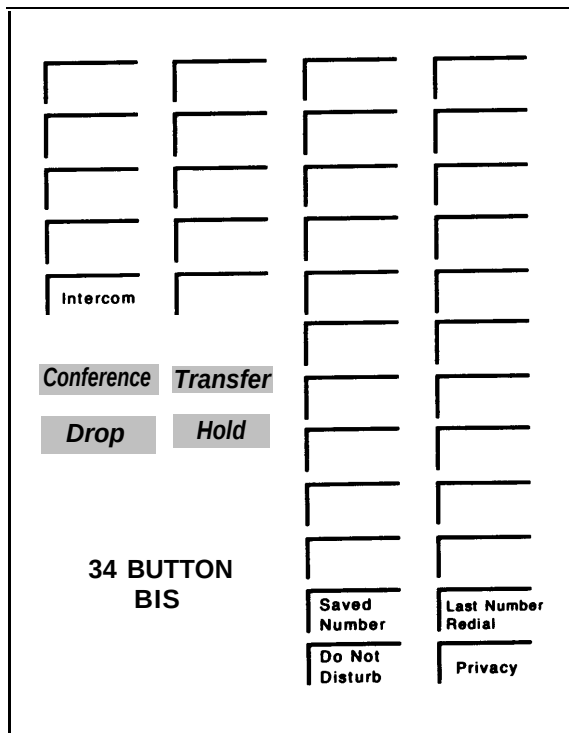
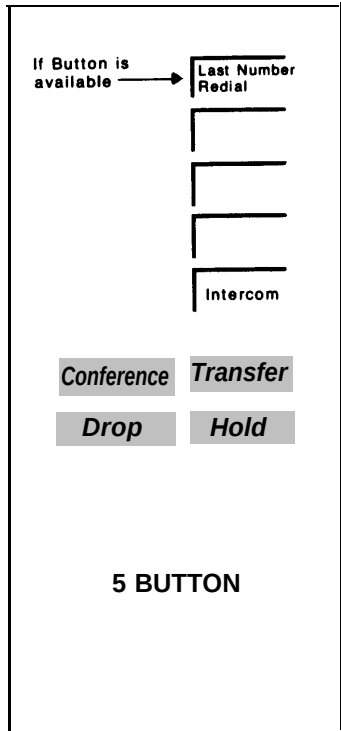
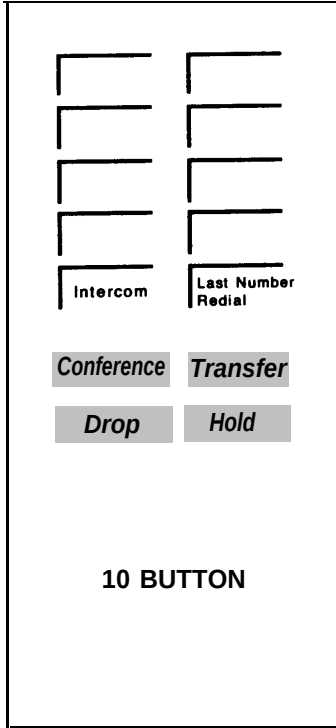
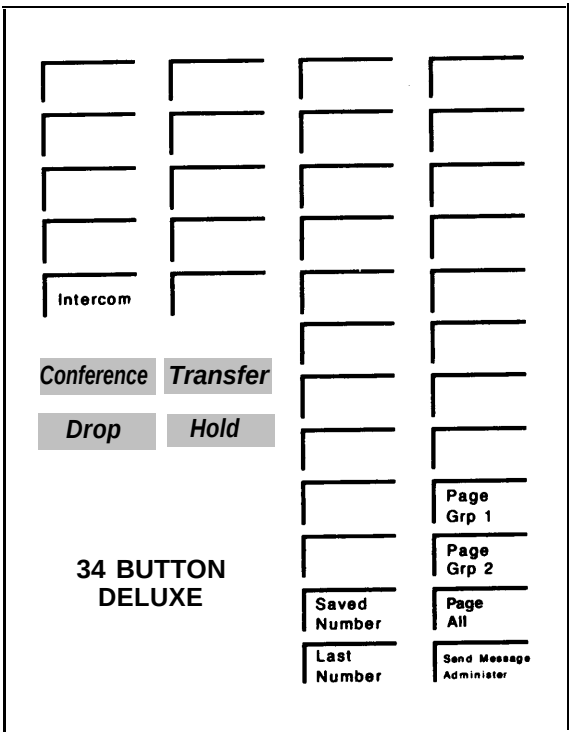
System Speed Dial Directory

Dial Code	Telephone Number	Account Number	Name	Restriction Override
#60	555-9999	736834	ABC Parts	✓
#61	555-0000		XYZ Parts	✓
#62	212-555-1111	327864	PDQ Inc.	✓
#63	555-5783		Office Supplies	✓
#64	555-2345		Joe's Pizza	✓
#65				
#66				
#67				
#68				
#69				
#70				









System Configuration Form

CUSTOMER: _____
 REP: _____
 ORD NO: _____

Dial Signals **Long Distance Dialing**
☐ Touch Tone ☐ Toll Prefix
☐ Rotary (Pulse) ☐ Area Code Only

Line Assignments										Call Restrictions					Paging		Allowed Lists Assigned	Last Number Redial	Saved Number Redial	Do Not Disturb	Privacy
Location	Type Out	Name	Icom No.	Line A	Line B	Line C	Line D	Line E	Line F	Line G	Line H	Automatic Line Selection Sequence	Unrestricted	Outward Restricted	Toll Restricted	Group 1	Group 2				
			10																		
			11																		
			12																		
			13																		
			14																		
			15																		
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			25																		
			26																		
			27																		
			28																		
			29																		

R=Ring NR=No Ring DR=Delayed Ring

Outside Telephone Lines

Lines	Telephone Number	Line Type
A		
B		
C		
D		
E		
F		
G		
H		

Partial System Speed Dial Directory

Dial Code	Telephone Number	Account Number	Name	Restriction Override
#60				
#61				
#62				
#63				
#64				
#65				
#66				
#67				
#68				
#69				
#70				

999-501-140

