

## OPERATOR'S TELEPHONE CIRCUITS NO. 9 (SPECIAL) OFFICE

### 1. GENERAL:

- 1.1 This section provides for tests on operator's telephone circuits in No. 9 (special) offices.
- 1.2 The tests should be made during periods of light load when the positions can be vacated by the Traffic Department without interfering with the service.
- 1.3 Some of the tests may be combined with tests of trunk positions or of call wires and, in scheduling, advantage should be taken of this opportunity for combination.
- 1.4 The tests have been prepared on a two-person basis. In multi-office districts the talking tests are made over call wires or over inter-office trunks. In single office districts, tests should preferably be made to the wire chief's desk or to some station not located in the operating room.
- 1.5 In all tests make sure that the operator's telephone sets and the circuits over which tests are to be made are in good condition before starting.
- 1.6 In the tests described, all checks for faulty transmission are based upon the tester's judgment by comparison with normal circuits and it is therefore important that they should be familiar with the requirements in this connection.

### 2. APPARATUS:

- 2.1 Operator's Telephone Set,
- 2.2 Rubber Hammer (No. L-2860), or equivalent.

### 3. METHOD:

#### (a) Subscriber's and Rural Operator's Circuits:

- 3.1 Insert the plug of the operator's telephone set into the telephone jacks of the position to be tested.
- 3.2 Insert a cord, of any pair in the position, into the jack of the trunk or circuit over which the test is to be made and operate the talking key.
- 3.3 Test transmitting and receiving features of the circuit, each tester talking and listening in turn over the circuit. Any noise or other abnormal disturbance noted should be reported for investigation.

3.4 Test operator's telephone jacks for loose connections or spring cut-outs by moving plug up and down with slight pressure and by tapping lightly on jack mounting with rubber hammer while distant tester is talking.

3.5 Remove plug from the operator's telephone jack, insert it in an adjacent position jack and repeat operation.

#### (b) Trunk Operator's Circuit (Call Wire):

- 3.6 This test is made between the tester at the trunk position and an assistant at the distant end.
- 3.7 Insert the plug of the operator's telephone set into the telephone jacks of the position to be tested.
- 3.8 When assistant comes in on call wire, observe that the trunk position pilot lamp lights. Operate night alarm key and note that alarm rings.
- 3.9 Check transmitting and receiving features and for jack cut-outs as outlined in test (a), paragraph 3.4.
- 3.10 Operate re-set key and observe that pilot lamp is extinguished.

#### (c) Combined Subscribers' and Trunk Operator's Circuits:

- 3.11 This test is made between the tester at the trunk position and an assistant at the distant end.
- 3.12 Insert the plug of the operator's telephone set into the telephone jacks of the position to be tested.
- 3.13 After distant tester comes in on call circuit, operate the first circuit listening key; the call circuit should be cut off, the pilot lamp should light and the distant tester should receive tone. Restore the listening key to normal and repeat test by operating each listening key in turn. Operate the night alarm key and observe operation of alarm.
- 3.14 With listening key normal and distant tester still on call circuit, operate the outgoing call circuit keys one at a time and note that pilot lamp lights and that incoming call circuit is cut off. Distant tester should receive tone as each key is operated.

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- 3.15 With listening key normal and distant tester still on call circuit, remove operator's telephone set from jack. This should cause the pilot lamp to light and the distant tester should again receive tone.
- 3.16 Check transmitting and receiving features and for jack cut-outs as outlined in test (a), paragraph 3.4.
- (d) Toll Operator's Circuits:
- 3.17 This test is made between the tester at the toll position and an assistant at the distant end.
- 3.18 Insert the plug of the operator's telephone set into the telephone jacks of the position to be tested.
- 3.19 Check transmitting and receiving features of the circuit and for jack cut-outs as outlined in test (a), paragraph 3.4, each tester talking and listening in turn over the circuit. Any noise or other abnormal disturbance noted should be reported for investigation.
- 3.20 While the distant tester is talking, operate monitoring key associated with cord circuit used. Note that transmission is satisfactory while key is operated. Repeat test on all cord circuits.

### 4. REPORTS:

- 4.1 The required record of this routine should be entered on the proper form.