AT&T

PARTNER® Plus, PARTNER II Communications System
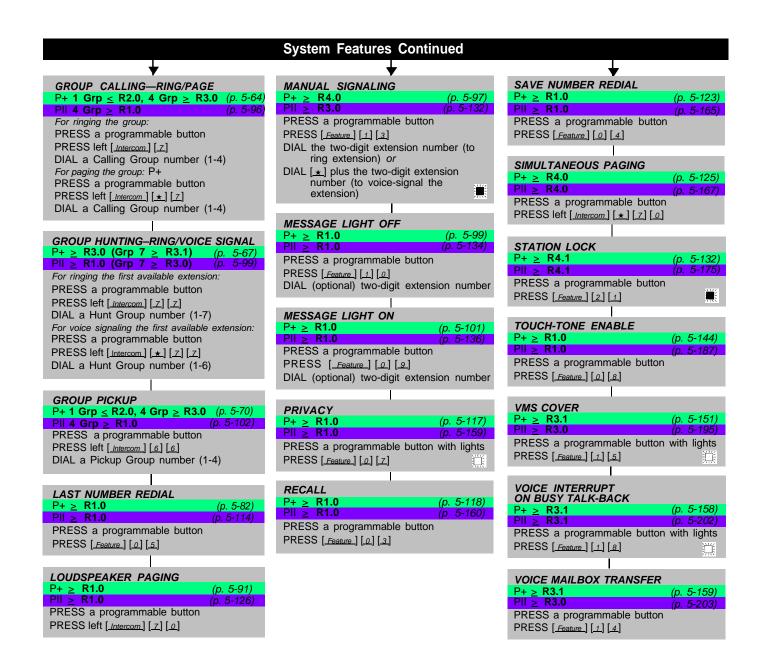
Programming Quick Reference

Centralized Telephone Programming Quick Reference

Place the Programming Overlay on the dial pad of the system display phone at extension 10 or 11 (Extension 11 programming: P+ ≥ = R3.0, PII ≥ R1.0)

TO ENTER PROGRAMMING MODE

PRESS [*Feature*] [*0*] [*0*]

PRESS [*System Program*] [*System Program*] [*Central Tel Program*]

DIAL the extension number to be programmed

Buttons on which lines or pools are assigned for the extension light up to show the current Line Ringing setting; remaining buttons can be programmed with Auto Dial numbers or features

TO PROGRAM ANOTHER FEATURE AT THE SAME EXTENSION

After you program one feature, continue with the instructions in the box for the next feature

TO CHANGE SETTING FOR ANOTHER EXTENSION

PRESS [*Central Tel Program*]

DIAL the new extension's number

TO ERASE A FEATURE OR AUTO DIAL BUTTON

PRESS the programmed button

PRESS [*Mic*]

TO END PROGRAMING MODE

PRESS [*Feature*] [*0*] [*0*]

NOTE: Program Automatic Line Selection *or* Extension Name Display first.

AUTOMATIC LINE SELECTION
P+ ≥ **R1.0**		*(p. 5-18)*
PII ≥ **R1.0**		*(p. 5-19)*

PRESS [★] [★]
PRESS the line/pool/intercom buttons in the desired order
PRESS [★] [★]
Key Extension: Outside lines 01-24 PII, 01-12 P+ left [*Intercom*] ✔
Pooled Extension: (PII only) Pool 880 button 1, button 2, left [*Intercom*], right [*Intercom*] ✔
Pools 881-883, individual lines

EXTENSION NAME DISPLAY
P+ ≥ **R3.1**	*(p. 5-53)*
PII ≥ **R3.1**	*(p. 5-85)*

PRESS left [*Intercom*]
Enter the character codes for the name (See Table 5-1 "Character Codes" on p. 5-51 P+ or 5-78 PII)

PERSONAL SPEED DIAL NUMBERS
P+ ≥ **R1.0**	*(p. 5-114)*
PII ≥ **R1.0**	*(p. 5-149)*

PRESS [*Feature*]
DIAL a two-digit code (80-99)
DIAL the phone number—up to 28 digits ≥ R4.0, 20 digits ≤ R3.1, including special functions (see "Special Dialing Functions," p. 5-127 P+ or 5-164 PII)

AUTO DIAL NUMBERS—OUTSIDE AND INSIDE
P+ ≥ **R1.0**	*(p. 5-14)*
PII ≥ **R1.0**	*(p. 5-14)*

PRESS a programmable button

To program an outside number:
DIAL the phone number—up to 28 digits ≥ R4.0, 20 digits ≤ R3.1, including special functions (see "Special Dialing Functions," p. 5-127 P+ or 5-164 PII)

To program an extension number:
PRESS left [*Intercom*]
DIAL the extension number (to *ring* the extension) *or* [★] plus the extension number (to *voice-signal* the extension)

LINE RINGING
P+ ≥ **R1.0**	*(p. 5-89)*
PII ≥ **R1.0**	*(p. 5-124)*

PRESS each line or pool button until the desired ringing option appears in the display
- Immediate ring *(green steady)* ✔ Lines
- No ring *(green fast flutter)* ✔ Pools (PII only) ≥ R4.0
- Delayed ring—starts ringing after 20 seconds *(green slow flashing)*

System Features

ACCOUNT CODE ENTRY
P+ ≥ **R3.0**	*(p 5-5)*
PII ≥ **R3.0**	*(p. 5-5)*

PRESS a programmable button
PRESS [*Feature*] [*1*] [*2*] ▪

BACKGROUND MUSIC
P+ ≥ **R3.1**	*(p. 5-22)*
PII ≥ **R3.1**	*(p. 5-34)*

PRESS a programmable button
PRESS [*Feature*] [*1*] [*9*] ▪

CALL COVERAGE
PII ≥ **R4.0**	*(p. 5-36)*

PRESS a programmable button
PRESS [*Feature*] [*2*] [*0*]
DIAL (optional) two-digit *originating* extension number
DIAL (optional) two-digit *covering* extension number ▪

CALL FORWARDING/CALL FOLLOW-ME
P+ ≥ **R3.0**	*(p. 5-24)*
PII ≥ **R1.0**	*(p. 5-41)*

PRESS a programmable button
PRESS [*Feature*] [*1*] [*1*]
DIAL (optional) two-digit *originating* extension number
DIAL (optional) two-digit *destination* extension number ▪

CALL PICKUP
P+ ≥ **R1.0**	*(p. 5-29)*
PII ≥ **R1.0**	*(p. 5-46)*

PRESS a programmable button
PRESS left [*Intercom*] [*6*]
DIAL the two-digit extension number

CALLER ID INSPECT
PII ≥ **R3.0**	*(p. 5-50)*

PRESS a programmable button with lights
PRESS [*Feature*] [*1*] [*7*] ▫

CALLER ID NAME DISPLAY
PII ≥ **R3.0**	*(p. 5-52)*

PRESS a programmable button with lights
PRESS [*Feature*] [*1*] [*6*] ▫

CONFERENCE DROP
P+ ≥ **R1.0**	*(p. 5-34)*
PII ≥ **R1.0**	*(p. 5-56)*

PRESS a programmable button
PRESS [*Feature*] [*0*] [*6*]

DIRECT LINE PICKUP–ACTIVE LINE
P+ ≥ **R3.0**	*(p. 5-37)*
PII ≥ **R1.0**	*(p. 5-67)*

PRESS a programmable button
DIAL left [*Intercom*] [*6*] [*8*]

DIRECT LINE PICKUP–IDLE LINE
P+ ≥ **R3.0**	*(p. 5-39)*
PII ≥ **R1.0**	*(p. 5-69)*

PRESS a programmable button
DIAL left [*Intercom*] [*8*]

DO NOT DISTURB
P+ ≥ **R1.0**	*(p. 5-47)*
PII ≥ **R1.0**	*(p. 5-78)*

PRESS a programmable button with lights
PRESS [*Feature*] [*0*] [*1*] ▫

EXCLUSIVE HOLD
P+ ≥ **R1.0**	*(p. 5-52)*
PII ≥ **R1.0**	*(p. 5-84)*

PRESS a programmable button
PRESS [*Feature*] [*0*] [*2*]

NOTE: All page references are to PARTNER Plus and PARTNER II release 4.1 documentation.

To order additional copies, call the DDC at 1-800-252-4076 or fax at 513-768-5514.
Refer to document number MG9150J.

System Features Continued

GROUP CALLING—RING/PAGE
P+ **1 Grp ≤ R2.0, 4 Grp ≥ R3.0** *(p. 5-64)*
PII **4 Grp ≥ R1.0** *(p. 5-96)*
For ringing the group:
PRESS a programmable button
PRESS left [*Intercom*] [*7*]
DIAL a Calling Group number (1-4)
For paging the group: P+
PRESS a programmable button
PRESS left [*Intercom*] [*★*] [*7*]
DIAL a Calling Group number (1-4)

GROUP HUNTING–RING/VOICE SIGNAL
P+ **≥ R3.0 (Grp 7 ≥ R3.1)** *(p. 5-67)*
PII **≥ R1.0 (Grp 7 ≥ R3.0)** *(p. 5-99)*
For ringing the first available extension:
PRESS a programmable button
PRESS left [*Intercom*] [*7*] [*7*]
DIAL a Hunt Group number (1-7)
For voice signaling the first available extension:
PRESS a programmable button
PRESS left [*Intercom*] [*★*] [*7*] [*7*]
DIAL a Hunt Group number (1-6)

GROUP PICKUP
P+ **1 Grp ≤ R2.0, 4 Grp ≥ R3.0** *(p. 5-70)*
PII **4 Grp ≥ R1.0** *(p. 5-102)*
PRESS a programmable button
PRESS left [*Intercom*] [*6*] [*6*]
DIAL a Pickup Group number (1-4)

LAST NUMBER REDIAL
P+ **≥ R1.0** *(p. 5-82)*
PII **≥ R1.0** *(p. 5-114)*
PRESS a programmable button
PRESS [*Feature*] [*0*] [*5*]

LOUDSPEAKER PAGING
P+ **≥ R1.0** *(p. 5-91)*
PII **≥ R1.0** *(p. 5-126)*
PRESS a programmable button
PRESS left [*Intercom*] [*7*] [*0*]

MANUAL SIGNALING
P+ **≥ R4.0** *(p. 5-97)*
PII **≥ R3.0** *(p. 5-132)*
PRESS a programmable button
PRESS [*Feature*] [*1*] [*3*]
DIAL the two-digit extension number (to ring extension) *or*
DIAL [*★*] plus the two-digit extension number (to voice-signal the extension) ■

MESSAGE LIGHT OFF
P+ **≥ R1.0** *(p. 5-99)*
PII **≥ R1.0** *(p. 5-134)*
PRESS a programmable button
PRESS [*Feature*] [*1*] [*0*]
DIAL (optional) two-digit extension number

MESSAGE LIGHT ON
P+ **≥ R1.0** *(p. 5-101)*
PII **≥ R1.0** *(p. 5-136)*
PRESS a programmable button
PRESS [*Feature*] [*0*] [*9*]
DIAL (optional) two-digit extension number

PRIVACY
P+ **≥ R1.0** *(p. 5-117)*
PII **≥ R1.0** *(p. 5-159)*
PRESS a programmable button with lights
PRESS [*Feature*] [*0*] [*7*] ▫

RECALL
P+ **≥ R1.0** *(p. 5-118)*
PII **≥ R1.0** *(p 5-160)*
PRESS a programmable button
PRESS [*Feature*] [*0*] [*3*]

SAVE NUMBER REDIAL
P+ **≥ R1.0** *(p. 5-123)*
PII **≥ R1.0** *(p. 5-165)*
PRESS a programmable button
PRESS [*Feature*] [*0*] [*4*]

SIMULTANEOUS PAGING
P+ **≥ R4.0** *(p. 5-125)*
PII **≥ R4.0** *(p. 5-167)*
PRESS a programmable button
PRESS left [*Intercom*] [*★*] [*7*] [*0*]

STATION LOCK
P+ **≥ R4.1** *(p. 5-132)*
PII **≥ R4.1** *(p. 5-175)*
PRESS a programmable button
PRESS [*Feature*] [*2*] [*1*] ■

TOUCH-TONE ENABLE
P+ **≥ R1.0** *(p. 5-144)*
PII **≥ R1.0** *(p. 5-187)*
PRESS a programmable button
PRESS [*Feature*] [*0*] [*8*]

VMS COVER
P+ **≥ R3.1** *(p. 5-151)*
PII **≥ R3.0** *(p. 5-195)*
PRESS a programmable button with lights
PRESS [*Feature*] [*1*] [*5*] ▫

VOICE INTERRUPT ON BUSY TALK-BACK
P+ **≥ R3.1** *(p. 5-158)*
PII **≥ R3.1** *(p. 5-202)*
PRESS a programmable button with lights
PRESS [*Feature*] [*1*] [*8*] ▫

VOICE MAILBOX TRANSFER
P+ **≥ R3.1** *(p. 5-159)*
PII **≥ R3.0** *(p. 5-203)*
PRESS a programmable button
PRESS [*Feature*] [*1*] [*4*]

✔ = Factory setting

▫ = Button with lights required

■ = Button with lights recommended

≥ RX.X = Indicates release when feature was first added to system e.g. ≥ R3.0

P+/PII R 4.1

3

System Programming Quick Reference

System

SYSTEM DATE
P+ ≥ R1.0 *(p. 5-135)*
PII ≥ R1.0 *(p. 5-178)*
DIAL **#101**
DIAL the date in MMDDYY form

SYSTEM DAY
P+ ≥ R1.0 *(p. 5-136)*
PII ≥ R1.0 *(p. 5-179)*
DIAL **#102**
DIAL **1** = Sunday ✔ **5** = Thursday
   2 = Monday **6** = Friday
   3 = Tuesday **7** = Saturday
   4 = Wednesday

SYSTEM TIME
P+ ≥ R1.0 *(p. 5-142)*
PII ≥ R1.0 *(p. 5-185)*
DIAL **#103**
DIAL the time in HHMM 24-hour military format

NUMBER OF LINES
*See IMPORTANT on facing page
P+ ≥ R1.0 *(p. 5-108)*
PII ≥ R1.0 *(p. 5-143)*
DIAL **#104**
DIAL two digits (01–12 P+, 01–24 PII) for the number of outside lines to be assigned to every extension
   ✔ 2 per 206 or 200 module
   ✔ 4 per 400 module

TRANSFER RETURN RINGS
P+ ≥ R1.0 *(p. 5-150)*
PII ≥ R1.0 *(p. 5-194)*
DIAL **#105**
DIAL one digit (0–9) for the number of rings before the call returns
   ✔ =4 rings
   0 rings = no return

RECALL TIMER DURATION
P+ ≥ R1.0 *(p. 5-120)*
PII ≥ R1.0 *(p. 5-162)*
DIAL **#107**
DIAL two digits (01–80) to set the length of a switchhook flash
   ✔ =18 (450 msec)

ROTARY DIALING TIMEOUT
P+ ≥ R1.0 *(p. 5-122)*
PII ≥ R1.0 *(p. 5-164)*
DIAL **#108**
DIAL **1** = 4 sec   **3** = 12 sec
   2 = 8 sec ✔

OUTSIDE CONFERENCE DENIAL
P+ ≥ R1.0 *(p. 5-113)*
PII ≥ R1.0 ≠ R2.0 *(p. 5-148)*
DIAL **#109**
DIAL **1** = Allowed ✔
   2 = Disallowed

AUTOMATIC SYSTEM ANSWER DELAY
PII ≥ R3.0 *(p. 5-24)*
DIAL **#110**
DIAL a ring delay number (0–9)
   ✔ = 2 rings

AUTOMATIC SYSTEM ANSWER BUTTON
PII ≥ R3.0 *(p. 5-21)*
DIAL **#111**
DIAL **1** = Assigned
   2 = Not Assigned ✔
   3 = Select Button then press a programmable button

DIRECT EXTENSION DIAL DELAY
PII ≥ R3.0 *(p. 5-62)*
DIAL **#112**
DIAL a ring delay number (0–9)
   ✔ = 2 rings

DIRECT EXTENSION DIAL BUTTON
PII ≥ R3.0 *(p. 5-59)*
DIAL **#113**
DIAL **1** = Assigned
   2 = Not Assigned ✔
   3 = Select Button then press a programmable button

OUTGOING CALL RESTRICTION BUTTON
P+ ≥ R3.1 *(p. 5-111)*
PII ≥ R3.1 *(p. 5-146)*
DIAL **#114**
DIAL **1** = Assigned
   2 = Not Assigned ✔
   3 = Select Button then press a programmable button

WAKE UP SERVICE BUTTON
P+ ≥ R3.1 *(p. 5-160)*
PII ≥ R3.1 *(p. 5-204)*
DIAL **#115**
DIAL **1** = Assigned
   2 = Not Assigned ✔
   3 = Select Button then press a programmable button

CALL COVERAGE RINGS
PII ≥ R4.0 *(p. 5-40)*
DIAL **#116**
DIAL one digit (1–9) for the number of rings before the call is sent to the covering extension
   ✔ = 2 rings

VMS COVER RINGS
P+ ≥ R4.0 *(p. 5-153)*
PII ≥ R4.0 *(p. 5-197)*
DIAL **#117**
DIAL one digit (1–9) for the number of rings before the call is sent to the voice messaging system
   ✔ = 3 rings

RING ON TRANSFER
P+ ≥ R4.1 *(p. 5-121)*
PII ≥ R4.1 *(p. 5-163)*
DIAL **#119**
DIAL **1** = Active ✔
   2 = Not Active

AUTOMATIC SYSTEM ANSWER MODE
PII ≥ R4.1 *(p. 5-27)*
DIAL **#121**
DIAL **1** = Hold ✔
   2 = Disconnect
   3 = Ring

ASA & DXD RECORD/PLAYBACK
ASA = I891   **1 =** Record   **2 =** Play
DXD = I892   **# =** Stop

Lines

DIAL MODE
P+ ≥ **R1.0** *(p. 5-36)*
PII ≥ **R1.0** *(p. 5-58)*
DIAL **#201**
DIAL a line number (01–12 P+,01–24 PII)
DIAL **1** = Touch-Tone ✔
2 = Rotary
PRESS [*Next Item*] to program another line

HOLD DISCONNECT TIME
P+ ≥ **R1.0** *(p. 5-74)*
PII ≥ **R1.0** *(p. 5-106)*
DIAL **#203**
DIAL a line number (01–24)
DIAL **1** = Long (450 msec) ✔
2 = Short (50 msec)
PRESS [*Next Item*] to program another line

AUTOMATIC SYSTEM ANSWER LINES
PII ≥ **R3.0** *(p. 5-25)*
DIAL **#204**
DIAL a line number (01–24)
DIAL **1** = Assigned
2 = Not Assigned ✔
PRESS [*Next Item*] to program another line

DIRECT EXTENSION DIAL LINES
PII ≥ **R3.0** *(p. 5-63)*
DIAL **#205**
DIAL a line number (01–24)
DIAL **1** = Assigned
2 = Not Assigned ✔
PRESS [*Next Item*] to program another line

GROUP CALL DISTRIBUTION
P+ ≥ **R3.1** *(p. 5-62)*
PII ≥ **R3.0** *(p. 5-94)*
DIAL **#206**
DIAL a group number (1–6, 7 for VMS)
DIAL a line number (01-12P+, 01–24 PII)
DIAL **1** = Assigned
2 = Not Assigned ✔
3 = VMS Line Cover (only for hunt group 7)
PRESS [*Next Item*] to program another line

POOL LINE ASSIGNMENT
PII ≥ **R4.0** *(p. 5-157)*
DIAL **#207**
DIAL a line number (01–24)
DIAL **1** = No Pool
2 = Main Pool 880 ✔
3 = Pool 881
4 = Pool 882
5 = Pool 883
PRESS [*Next Item*] to program another line

LINE COVERAGE EXTENSION
P+ ≥ **R4.0** *(p. 5-88)*
PII ≥ **R4.0** *(p. 5-122)*
DIAL **#208**
DIAL a line number (01–12 P+,01–24 PII)
DIAL an extension number (10–33 P+, 10–57 PII)
PRESS [*Next Item*] to program another line
PRESS [*Remove*] to unassign ownership

■ Procedures #207, #313, #314 and #315—shown in square dotted boxes—are not available when the system is configured for Key mode.

OLDER VERSION CODES
#106 PBX Dial Out Code PII ≥ **R4.0** , 0-9 [✔ = 9]
#721 PBX/Centrex Mode PII ≥ **R4.0** , 1 = Active, 2 = Not Active ✔
#722 Reset - Line Assignments PII ≥ **R4.0**
#723 Button Down Mode PII ≥ **R4.0** , 1 = Active, 2 = Not Active ✔

IMPORTANT: In Key mode, the Number of Lines procedure changes Line Assignment (#301), Line Access Restriction (#302), Automatic Line Selection, and Line Ringing to factory settings. To change line assignments without affecting other settings, use Line Assignment (#301).

In Hybrid mode, the Number of Lines procedure changes Pool Line Assignment (#207), Pool Extension Assignment (#314), and Pool Access Restriction (#315) for existing pools back to factory settings. Additionally, it changes Line Assignment (#301), Line Access Restriction (#302), Automatic Line Selection, and Line Ringing for individual lines back to factory settings. To change pool assignments without affecting other settings, use Pool Line Assignment (#207) and Pool Extension Assignment (#314).

P+/PII R4.1

System Programming Quick Reference

Place the Programming Overlay on the dial pad of the system display phone at extension 10 or 11

TO START SYSTEM PROGRAMMING

PRESS [*Feature*] [*0*] [*0*]

PRESS [*System Program*]

PRESS [*System Program*]

TO END SYSTEM PROGRAMMING

PRESS [*Feature*] [*0*] [*0*]

TO USE A SPECIFIC PROCEDURE

DIAL [*#*] and three-digit procedure code

Example: [*#*] [*1*] [*0*] [*1*] for System Date

TO CYCLE THROUGH SYSTEM PROGRAMMING PROCEDURES

PRESS [*Next Procedure*] or [*Prev Procedure*]

NOTE: Procedures #399, #609, and #728—shown below in dashed boxes—are skipped when cycling.

TO CYCLE THROUGH AVAILABLE SETTINGS

PRESS [*Next Data*] or [*Prev Data*]

TO RETURN TO FACTORY SETTING

PRESS [*Remove*]

Extensions

LINE ASSIGNMENT
P+ ≥ R1.0   (p. 5-85)
PII ≥ R1.0   (p. 5-118)
DIAL **#301**
DIAL an extension number (10-33 P+, 10–57 PII)
   To remove all existing line assignments, press [*Remove*] before selecting a line.
DIAL a line number (01–12 P+,01–24 PII)
DIAL   **1** = Assigned ✔
   2 = Not Assigned
   3 = Select Button *then* press a programmable button (to assign the line to that button)P+ ≥ R3.0, PII ≥ R1.0
*If you use option 3 **after** a line has been assigned, the line moves from the old button to the new button you select.*
PRESS [*Next Item*] to program another line for this extension.
To program another extension:
PRESS [*Next Procedure*] [*Prev Procedure*], enter a new extension number, and repeat above steps

LINE ACCESS RESTRICTION
P+ ≥ R1.0   (p. 5-83)
PII ≥ R1.0   (p. 5-116)
DIAL **#302**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL a line number (01–12 P+,01–24 PII)
DIAL   **1** = No Restriction ✔
   2 = Outgoing Only
   3 = Incoming Only
   4 = No Access (line appears on button, but you can use line only to pick up a transferred or held call)
PRESS [*Next Item*] to program another line
To program another extension:
PRESS [*Next Procedure*] [*Prev Procedure*], enter a new extension number, and repeat above steps

DISPLAY LANGUAGE
P+ ≥ R1.0   (p. 5-45)
PII ≥ R1.0   (p. 5-76)
DIAL **#303**
DIAL an extension number (10–33 P+, 10-57 PII)
DIAL   **1** = English ✔
   2 = Spanish
   3 = French
PRESS [*Next Item*] to program another extension

AUTOMATIC EXTENSION PRIVACY
P+ ≥ R1.0   (p. 5-17)
PII ≥ R1.0   (p. 5-17)
DIAL **#304**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL   **1** = Assigned
   2 = Not Assigned ✔
PRESS [*Next Item*] to program another extension

ABBREVIATED RINGING
P+ ≥ R1.0   (p. 5-4)
PII ≥ R1.0   (p. 5-4)
DIAL **#305**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL   **1** = Active (1 ring) ✔
   2 = Not Active (repeated ringing)
PRESS [*Next Item*] to program another extension

TRANSFER RETURN EXTENSION
P+ ≥ R2.0   (p. 5-149)
PII ≥ R1.0 ≠ R2.0   (p. 5-192)
DIAL **#306**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL number of the extension (10–33 P+,10-57 PII) to which call should return if not answered
✔ Extension transferring call
PRESS [*Next Item*] to program another extension

FORCED ACCOUNT CODE ENTRY
P+ ≥ R3.0   (p. 5-58)
PII ≥ R3.0   (p. 5-90)
DIAL **#307**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL   **1** = Assigned
   2 = Not Assigned ✔
PRESS [*Next Item*] to program another extension

DISTINCTIVE RING
P+ ≥ R3.0   (p. 5-46)
PII ≥ R3.0   (p. 5-77)
DIAL **#308**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL   **1** = Active ✔
   2 = Not Active
PRESS [*Next Item*] to program another extension

INTERCOM DIAL TONE
P+ ≥ R3.0   (p. 5-79)
PII ≥ R3.0   (p. 5-111)
DIAL **#309**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL   **1** = Regular ✔
   2 = Machine
PRESS [*Next Item*] to program another extension

AUTOMATIC VMS COVER
P+ ≥ R3.1   (p. 5-20)
PII ≥ R3.0   (p. 5-32)
DIAL **#310**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL   **1** = Assigned
   2 = Not Assigned ✔
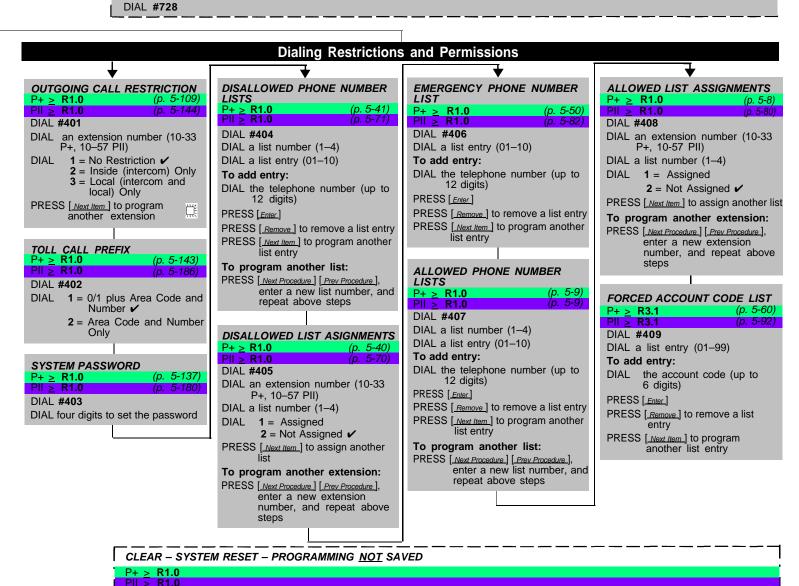PRESS [*Next Item*] to program another extension

EXTERNAL HOTLINE (was EMERGENCY TELEPHONE)
P+ ≥ R3.1   (p. 5-55)
PII ≥ R3.0   (p. 5-87)
DIAL **#311**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL   **1** = Assigned
   2 = Not Assigned ✔
PRESS [*Next Item*] to program another extension

VOICE INTERRUPT ON BUSY
P+ ≥ R3.1   (p. 5-156)
PII ≥ R3.1   (p. 5-200)
DIAL **#312**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL   **1** = Assigned
   2 = Not Assigned ✔
PRESS [*Next Item*] to program another extension

LINE ACCESS MODE
PII ≥ R4.0   (p. 5-115)
DIAL **#313**
DIAL an extension number (10–57)
DIAL   **1** = Pool ✔ all extensions except 10
   2 = Key ✔ extension 10 only

POOL EXTENSION ASSIGNMENT
PII ≥ R4.0   (p. 5-154)
DIAL **#314**
DIAL an extension number (10–57):
   To remove all existing pool assignments, press [*Remove*] before selecting a line.
DIAL a pool access code (880, 881, 882, or 883)
DIAL   **1** = Assigned ✔ 880
   2 = Not Assigned ✔ 881, 882, 883
   3 = Select Button *then* press a programmable button (auxiliary pools only)
PRESS [*Next Item*] to program another pool for this extension.
To program another extension:
PRESS [*Next Procedure*] [*Prev Procedure*], enter a new extension number, and repeat above steps

POOL ACCESS RESTRICTION
PII ≥ R4.0   (p. 5-152)
DIAL **#315**
DIAL an extension number (10–57)
DIAL a pool number (880, 881, 882, or 883)
DIAL   **1** = No Restriction ✔
   2 = Outgoing Only
   3 = Incoming Only
   4 = No Access
PRESS [*Next Item*] to program another pool
To program another extension:
PRESS [*Next Procedure*] [*Prev Procedure*], enter a new extension number, and repeat above steps

CALL WAITING
P+ ≥ R4.0   (p. 5-30)
PII ≥ R4.0   (p. 5-47)
DIAL **#316**
DIAL an extension number (10–33 P+,10-57 PII)
DIAL   **1** = Assigned
   2 = Not Assigned ✔
PRESS [*Next Item*] to program another extension

COPY SETTINGS
P+ ≥ R1.0   (p. 5-35)
PII ≥ R1.0   (p. 5-57)
DIAL **#399**
DIAL a source extension number
DIAL target extension numbers

Dialing Restrictions and Permissions

OUTGOING CALL RESTRICTION

P+ ≥ **R1.0**   (p. 5-109)
PII ≥ **R1.0**   (p. 5-144)

DIAL **#401**

DIAL an extension number (10-33 P+, 10–57 PII)

DIAL   1 = No Restriction ✔
        2 = Inside (intercom) Only
        3 = Local (intercom and local) Only

PRESS [_Next Item_] to program another extension

TOLL CALL PREFIX

P+ ≥ **R1.0**   (p. 5-143)
PII ≥ **R1.0**   (p. 5-186)

DIAL **#402**

DIAL   1 = 0/1 plus Area Code and Number ✔

        2 = Area Code and Number Only

SYSTEM PASSWORD

P+ ≥ **R1.0**   (p. 5-137)
PII ≥ **R1.0**   (p. 5-180)

DIAL **#403**

DIAL four digits to set the password

DISALLOWED PHONE NUMBER LISTS

P+ ≥ **R1.0**   (p. 5-41)
PII ≥ **R1.0**   (p. 5-71)

DIAL **#404**
DIAL a list number (1–4)
DIAL a list entry (01–10)

To add entry:
DIAL the telephone number (up to 12 digits)

PRESS [_Enter_]

PRESS [_Remove_] to remove a list entry

PRESS [_Next Item_] to program another list entry

To program another list:
PRESS [_Next Procedure_] [_Prev Procedure_], enter a new list number, and repeat above steps

DISALLOWED LIST ASIGNMENTS

P+ ≥ **R1.0**   (p. 5-40)
PII ≥ **R1.0**   (p. 5-70)

DIAL **#405**
DIAL an extension number (10-33 P+, 10–57 PII)
DIAL a list number (1–4)
DIAL   1 = Assigned
        2 = Not Assigned ✔
PRESS [_Next Item_] to assign another list

To program another extension:
PRESS [_Next Procedure_] [_Prev Procedure_], enter a new extension number, and repeat above steps

---

EMERGENCY PHONE NUMBER LIST

P+ ≥ **R1.0**   (p. 5-50)
PII ≥ **R1.0**   (p. 5-82)

DIAL **#406**
DIAL a list entry (01–10)
To add entry:
DIAL the telephone number (up to 12 digits)
PRESS [_Enter_]
PRESS [_Remove_] to remove a list entry
PRESS [_Next Item_] to program another list entry

ALLOWED PHONE NUMBER LISTS

P+ ≥ **R1.0**   (p. 5-9)
PII ≥ **R1.0**   (p. 5-9)

DIAL **#407**
DIAL a list number (1–4)
DIAL a list entry (01–10)
To add entry:
DIAL the telephone number (up to 12 digits)
PRESS [_Enter_]
PRESS [_Remove_] to remove a list entry
PRESS [_Next Item_] to program another list entry

To program another list:
PRESS [_Next Procedure_] [_Prev Procedure_], enter a new list number, and repeat above steps

---

ALLOWED LIST ASSIGNMENTS

P+ ≥ **R1.0**   (p. 5-8)
PII ≥ **R1.0**   (p. 5-80)

DIAL **#408**

DIAL an extension number (10-33 P+, 10-57 PII)

DIAL a list number (1–4)

DIAL   1 = Assigned

        2 = Not Assigned ✔

PRESS [_Next Item_] to assign another list

To program another extension:
PRESS [_Next Procedure_] [_Prev Procedure_], enter a new extension number, and repeat above steps

FORCED ACCOUNT CODE LIST

P+ ≥ **R3.1**   (p. 5-60)
PII ≥ **R3.1**   (p. 5-92)

DIAL **#409**

DIAL a list entry (01–99)

To add entry:
DIAL   the account code (up to 6 digits)

PRESS [_Enter_]

PRESS [_Remove_] to remove a list entry

PRESS [_Next Item_] to program another list entry

System Speed Dial Numbers

P+ **R1.0–R3.1:** 60 SS w/2 Digit Codes 20-79, ≥ **R4.0** 100 SS w/3 Digit Codes 600-699   (p. 5-139)
PII **R1.0–R3.1:** 60 SS w/2 Digit Codes 20-79, ≥ **R4.0** 100 SS w/3 Digit Codes 600-699   (p. 5-182)

To program a number:
PRESS [_Feature_] [_0_] [_0_] to enter programming mode
PRESS [_Feature_]
DIAL   a three-digit code (600–699)
DIAL   the telephone number—up to 28 digits (20 prior to R4.0) including special characters (see page 5-127 P+, 5-164 PII) To "mark" it (to override restrictions), dial [★] before the telephone number
To program another number, or to change a number, repeat
PRESS [_Feature_] [_0_] [_0_] to exit programming mode

To remove a number:
PRESS [_Feature_] [_0_] [_0_] to enter programming mode
PRESS [_Feature_]
DIAL the System Speed Dial number's code (600–699)
PRESS [_Mic_]
To remove another number, repeat
PRESS [_Feature_] [_0_] [_0_] to exit programming mode

✔   = Factory setting

⬚   = Button with lights required

≥ RX.X = Indicates release when feature was first added to system e.g. ≥ R3.0

P+/PII R4.1

System Programming Quick Reference

Place the Programming Overlay on the dial pad of the system display phone at extension 10 or 11

TO START SYSTEM PROGRAMMING
PRESS [*Feature*] [*0*] [*0*]
PRESS [*System Program*]
PRESS [*System Program*]

TO END SYSTEM PROGRAMMING
PRESS [*Feature*] [*0*] [*0*]
TO USE A SPECIFIC PROCEDURE
DIAL [*#*] and three-digit procedure code
Example: [*#*] [*1*] [*0*] [*1*] for System Date

TO CYCLE THROUGH SYSTEM PROGRAMMING PROCEDURES
PRESS [*Next Procedure*] or [*Prev Procedure*]
NOTE: Procedures #399, #609, and #728—shown below in dashed boxes—are skipped when cycling.

TO CYCLE THROUGH AVAILABLE SETTINGS
PRESS [*Next Data*] or [*Prev Data*]
TO RETURN TO FACTORY SETTING
PRESS [*Remove*]

Groups

PICKUP GROUP EXTENSIONS
P+ ≥ **R1.0 (1 Grp ≤ R2.0)** *(p. 5-116)*
PII ≥ **R1.0** *(p. 5-151)*
DIAL **#501**
DIAL a group number (1–4)
DIAL an extension number (10-33 P+, 10-57 PII)
DIAL **1** = Assigned to group
2 = Not Assigned to group ✔
PRESS [*Next Item*] to assign another extension

CALLING GROUP EXTENSIONS
P+ ≥ **R1.0(1 Grp ≤ R2.0)** *(p. 5-31)*
PII ≥ **R1.0** *(p. 5-53)*
DIAL **#502**
DIAL a group number (1–4)
DIAL an extension number (10-33 P+, 10-57 PII)
DIAL **1** = Assigned to group
2 = Not Assigned to group ✔
PRESS [*Next Item*] to assign another extension

NIGHT SERVICE BUTTON ▢
P+ ≥ **R1.0** *(p. 5-105)*
PII ≥ **R1.0** *(p. 5-140)*
DIAL **#503**
DIAL **1** = Assigned
2 = Not Assigned ✔
3 = Select button *then* press a programmable button (to assign Night Service to that button)
*If you use option 3 **after** a Night Service button has been assigned, the Night Service button moves from the o/d button to the new button you select* (P+ ≥ R3.0).

NIGHT SERVICE GROUP EXTENSIONS
P+ ≥ **R1.0** *(p. 5-107)*
PII ≥ **R1.0** *(p. 5-142)*
DIAL **#504**
DIAL an extension number (10-33 P+, 10–57 PII)
DIAL **1** = Assigned to group ✔ (P+ R 1.0 only)
2 = Not Assigned to group ✔
PRESS [*Next Item*] to assign another extension

HUNT GROUP EXTENSIONS
P+ ≥ **R3.1** *(p. 5-77)*
PII ≥ **R1.0 (Grp 7 > R3.0)** *(p. 5-109)*
DIAL **#505**
DIAL a group number (1-6, 7 for VMS)
DIAL an extension number (10-33 P+, 10–57 PII)
DIAL **1** = Assigned to group
2 = Not Assigned to group ✔
PRESS [*Next Item*] to assign another extension

VMS HUNT DELAY
P+ ≥ **R3.1** *(p. 5-154)*
PII ≥ **R3.0** *(p. 5-198)*
DIAL **#506**
DIAL **1** = Immediate ✔
2 = Delayed

VMS HUNT SCHEDULE
P+ ≥ **R3.1** *(p. 5-155)*
PII ≥ **R3.0** *(p. 5-199)*
DIAL **#507**
DIAL **1** = Always ✔
2 = Day Only
3 = Night Only

Auxiliary Equipment

FAX MACHINE EXTENSIONS
P+ ≥ **R1.0** *(p. 5-57)*
PII ≥ **R1.0** *(p. 5-89)*
DIAL **#601**
DIAL an extension number (10-33 P+, 10–57 PII)
DIAL **1** = Assigned
2 = Not Assigned ✔
PRESS [*Next Item*] to identify another extension

MUSIC ON HOLD
P+ ≥ **R1.0** *(p. 5-103)*
PII ≥ **R1.0** *(p. 5-138)*
DIAL **#602**
DIAL **1** = Active ✔
2 = Not Active

HOTLINE
P+ ≥ **R1.0** *(p. 5-75)*
PII ≥ **R1.0** *(p. 5-107)*
DIAL **#603**
DIAL the hotline extension number *(not* ext. 10, 16, 22, 28, 34, 40, 46, or 52)
DIAL the alerted extension number *(not* the hotline) or [*7*] [*0*] to paging system (P+ ≥ R3.1)
To remove the hotline and alert:
PRESS [*Remove*]

DOORPHONE 1 EXTENSION
P+ *(p. 5-49)*
PII *(p. 5-81)*
DIAL **#604**
DIAL an extension number (P+/PII: 12–15, 18–21, 24–27, 30–33, PII only: 36-39, 42-45, 48-51, or 54-57)
To remove the doorphone extension:
PRESS [*Remove*]

DORRPHONE 2 EXTENSION
P+ ≥ **R1.0** *(p. 5-49)*
PII ≥ **R1.0** *(p. 5-81)*
DIAL **#605**
DIAL an extension number (P+/PII: 12–15, 18–21, 24–27, 30–33, PII only: 36-39, 42-45, 48-51, or 54-57)
To remove the doorphone extension:
PRESS [*Remove*]

DOORPHONE ALERT EXTENSIONS
P+ ≥ **R1.0** *(p. 5-48)*
PII ≥ **R1.0** *(p. 5-80)*
DIAL **#606**
DIAL an extension number (except a doorphone extension)
DIAL **1** = Not an alert ✔
2 = Doorphone 1 alert
3 = Doorphone 2 alert
4 = Doorphones 1 and 2
PRESS [*Next Item*] to identify another extension (PII ≥ R3.0 = 48, P+ ≥ R3.0 = 24, all previous releases = 5 alert extensions per doorphone)

AA EXTENSIONS
P+ ≥ **R2.0** *(p. 5-3)*
PII ≥ **R1.0** *(p. 5-3)*
DIAL **#607**
DIAL an extension number (10-33 P+, 10–57 PII)
DIAL **1** = Assigned
2 = Not Assigned ✔
PRESS [*Next Item*] to assign another extension

SMDR RECORD TYPE
P+ ≥ **R3.0** *(p. 5-128)*
PII ≥ **R1.0** *(p. 5-170)*
DIAL **#608**
DIAL **1** = All calls ✔
2 = Outgoing calls only

SMDR TOP OF PAGE
P+ ≥ **R3.0** *(p. 5-129)*
PII ≥ **R1.0** *(p. 5-172)*
DIAL **#609**

SMDR OUTPUT FORMAT
P+ ≥ **R4.1** *(p. 5-127)*
PII ≥ **R4.1** *(p. 5-169)*
DIAL **#610**
DIAL **1** = 15 digits ✔
2 = 24 digits

SMDR TALK TIME
PII ≥ **R4.1** *(p. 5-171)*
DIAL **#611**
DIAL **1** = Active
2 = Not Active ✔

✔ = Factory setting

▢ = Button with lights required

≥ RX.X = Indicates release when feature was first added to system e.g. ≥ R3.0

Programming Mixed Telephone Types

A

Overview

This appendix provides information about programming from a PARTNER-34D phone to MLS-model phones and from an MLS-34D phone to PARTNER-model phones. In these situations, you should be aware that the button that you press at extension 10 or 11 (the programming extension) is likely to be in a different location than the button on the phone to which the programming applies (the target phone). If you are programming from a PART-NER-18D or MLS-18D phone, the button locations are the same.

You can use the illustrations in this appendix to facilitate programming from one telephone type to the other. Figure 1 shows the buttons on the PARTNER-34D Programming Overlay and the relative location of those buttons on each MLS-model phone. Figure 2 shows the buttons on the MLS-34D Programming Overlay and the relative location of those buttons on each PARTNER-model phone. (The letters on the PARTNER-34D Overlay in Figure 1 are printed on the Overlay. To help you program from an MLS-34D phone, you may want to write the letters shown on the MLS-34D Overlay in Figure 2 on your Overlay.)

If you want to program features on specific buttons at target phones, it is recommended that you:

1. Look at the figure with the overlay that matches the phone at your programming extension.

2. Find the location of the button in the picture of the target phone.

3. Note the letter associated with that particular button.

4. Find the letter in the picture of the Programming Overlay.

5. Press that button on the programming extension.

For example, if you are using a PARTNER-34D phone at extension 10 and you want to program Do Not Disturb on the top, leftmost button of an MLS-18D phone: refer to Figure 1; find the top, leftmost button on the MLS-18D phone; then press the button labeled M on the PARTNER-34D Programming Overlay.
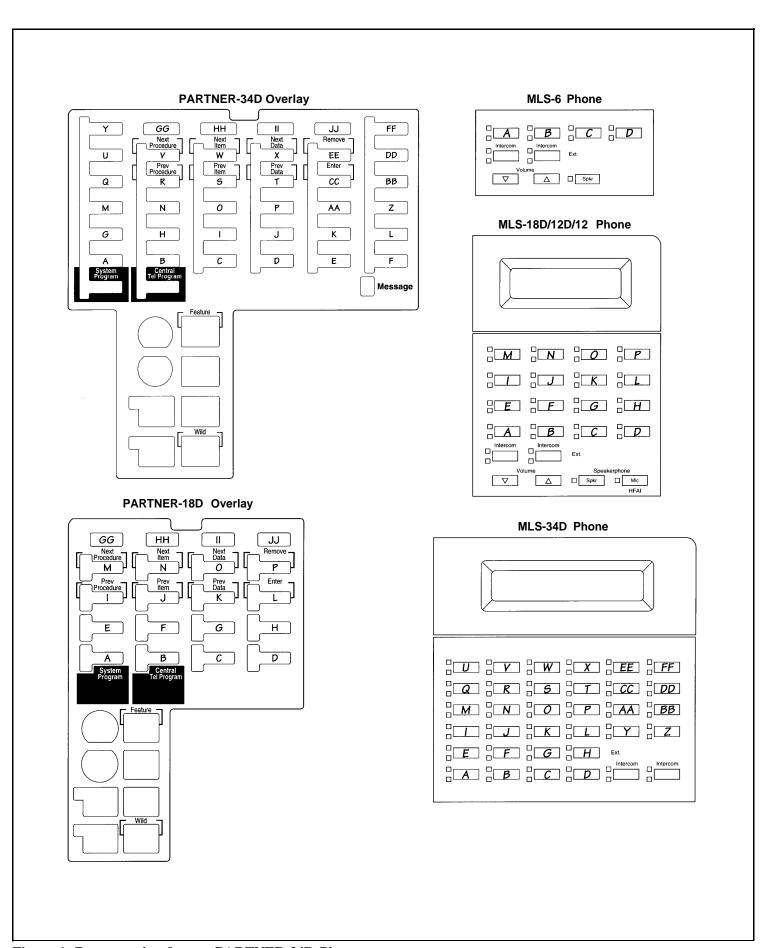
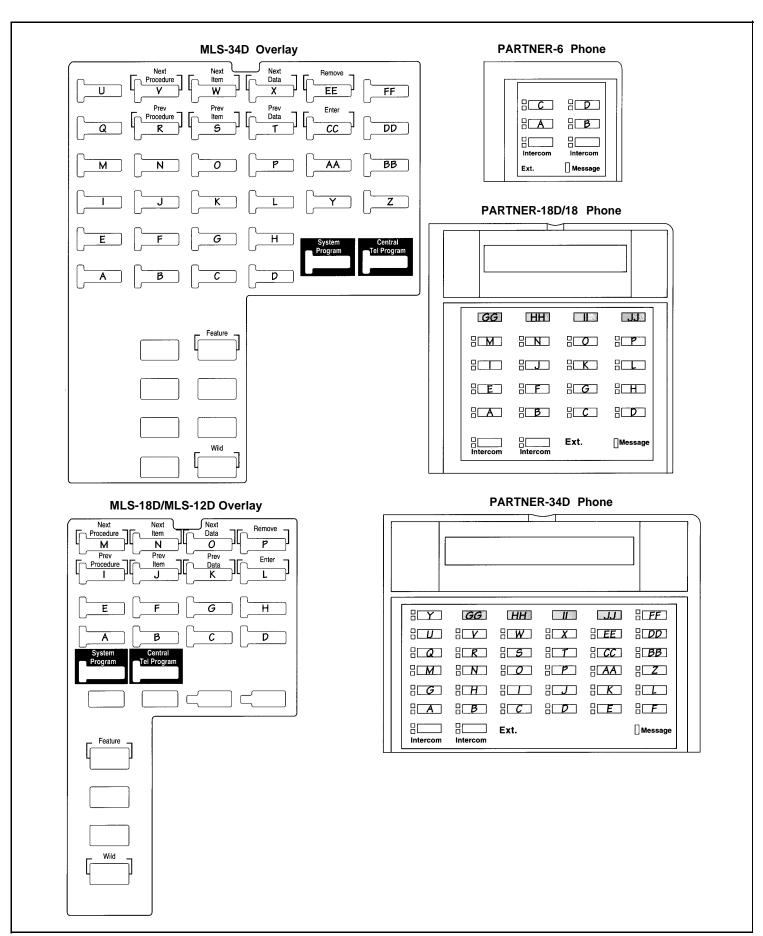**Figure 1. Programming from a PARTNER-34D Phone**

Figure 2. Programming from a MLS-34D Phone

System Identifier

The System Identifier feature allows a PARTNER, PARTNER PLUS or PARTNER II system to identify its release number to NSAC personnel. While speaking with the customer, ask them to dial [*Feature*] [*#*] [*1*]. The beeps heard immediately after entering this code is used to identify the users model and release number according to the table

SYSTEM			
	PARTNER	**PARTNER PLUS**	**PARTNER II**
Release 1	1	2	2–1
Release 2	3	4	2–2
Release 3	1–3	2–4	3–1
Release 3.1	1–3	1–2	1–4
Release 4.0	2–3	3–2	3–3
Release 4.0.1	—	—	3–4
Release 4.1	4–1	4–2	4–3

Example: PARTNER II release 3 would return 3 beeps, a 1.5 second pause, followed by 1 additional beep.

Beeps

3–1

1.5 second pause

Notes