TELEPHONE NUMBERS

COOE	AREA	TELEPHONE NUMBER
TOSUG-002		

TOSHIBA

PERCEPTION | |

ELECTRONIC TELEPHONE

Quick Reference Guide

This guide is a quick reference for operation of the most frequently used electronic telephone features. Detailed instructions for these and other features are located in the *PERCEPTION II Electronic Tele*phone *User Guide*. All buttons are referred to by boxes with their titles printed in white. In the following procedures, unless otherwise specified, **always obtain dial tone first.** Where Number is indicated, dial either the desired station number or outside telephone number.

Outgoing Calls:

Voice: Trunk access + Number

Speakerphone (handset on-hook): DN + Number

To disconnect: SPKR

Data: Trunk access + Data Number + Data DN

To disconnect: DRS

Station-to-Station Calls:

Voice: Number

Speakerphone (handset on-hook): DN + Number

To disconnect: SPKR

Data: Data DN + Number

To disconnect: DRS

Voice/Data (after conversation is established):

HOLD + Data DN + Data Number + Voice DN

To disconnect: DRS

Automatic Dialing:

To store (handset on-hook): ADL + Trunk access +

pause () + Number + ADL

To use: ADL

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Alphanumeric Message:
Repeat Last Number Dialed:
                                                              To set: MES or \# 17 (on-hook) + 0 \sim 9 + MES
RND or # 7
                                                              To cancel: MES or # 1 7 (on-hook)
                                                            Message Waiting:
Station Speed Dial:
                                                              To respond: MSG
To store (handset on-hook): SDC + SD address code
                                                              To cancel: MSG or # 5 (on-hook)
  (0 \sim 9) t Trunk access + pause (*) + Number +
  SDC
To use: \overline{SDU} (or \overline{SDC}) + SD address code (0 \sim 9)
                                                            Call Holding and Transfer:
                                                            To park: PARK (or CONF + * 3)
                                                               To reconnect: DN + PARK (or * 3)
System Speed Dial:
                                                            To hold: HOLD
SDS (or (3) + SDS address code (10 \sim 99)
                                                              To reconnect: DN
                                                            To transfer: CONF + Number (hang -up)
Call Functions:
Automatic Callback: ACB (or CONF + 7)
  To cancel: ACB (on-hook) or * * 7
                                                            Paging:
                                                            All zone: Access code
Call Forward:
                                                            Single zone: Access code
  All Call: CFD + Number + CFD .
                                                            Voice page: VCP
    (or * 9 + Number + #)
  Busy: CFBY + Number + CFBY
    (or 11 10 + Number + 11)
                                                            Miscellaneous Features:
                                                            Account Number Recording during conversation:
  No Answer: CFNA + Number + CFNA
    (or 11 1 1 + Number + 11)
                                                               CONF + CRG (or # 9) + Account code
  Busy/No Answer: CFBD + Number + CFBD
                                                            Automatic Wake-up: #8 0 + 4-digit time
    (or 11 12 + Number + 11)
                                                               To cancel: #80 + 0000
Call Forward System:
                                                            Call Waiting: CWT
   Busv: CFSB + Number + CFSB
                                                               To return to held call: DN
  (or # 1 5 + Number + #)

Busy/No Answer: CFSN + Number t CFSN
                                                            Executive Override: OVR (or CONF + 1 0)
    (or 11 11 11 + Plumber + 11)
                                                             Manual Signal: SIG (on-hook)
Call Forward Cancel: CFD, CFBY, CFNA, CFBD,
                                                             Privacy Release: PRS (joining station: DN)
  CFSB , CFSN or * * 9
                                                             Universal Night Answer: UNA or * 1
Call Pickup Directed: CPD + Number
     (or * 6 + Number)
                                                             Voice Mail:
Call Pickup Group: CPG (or * 4)
                                                             See manufacturer's literature for instructions on
                                                               using Voice Mail. The following instructions may
Conferencing: CONF + Number + CONF
                                                               vary slightly, depending on the Voice Mail system
Consultation Call: CONF + Number
                                                               used.
Do Not Disturb:
                                                            To Call Forward to Voice Mail: Call Forward button
                                                               or access code (see Call Forward) + Voice Mail
   To set: DND (or # 2)
   To cancel: DND (or # # 2)
                                                               number + your mailbox number + Call Forward
                                                               button (or if access code is used)
                                                               To cancel: Call Forward button or * * 9
Messaging:
Station-to-Station
                                                             Message Waiting:
                 Messaging:
                                                               To set MSC button to automatically retrieve your
   To set (station-to-station): Number + SSM
                                                               messages (on-hook): MSG + Voice Mail number +
   To respond: SSM
  To cancel (from calling station): Number + SSM
                                                               your message retrieval sequence + MSG
                                                               To respond: MSG
   To cancel (from called station): SSM (on-hook)
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