SATURN® EPABX OC1E MJR-DYAD USER INSTRUCTIONS

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[™]JR-DYAD has been applied for as a registered trademark by Siemens for this line of equipment.

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SECTION 1.00 INTRODUCTION

1.01 General. This document provides step-by-step instructions for accessing SATURN Electronic Private Automatic Branch Exchange (EPABX) features from the SATURN JR-DYAD. The JR-DYAD has sixteen buttons for line appearances and feature access. See Figure 1.00. Eight of the buttons are assigned fixed features and are labeled as follows:

Hang Up - On-hook Dialing release, On/Off-Hook for

headset use

On Hook Dial - On-hook dialing

Store – Speed Dial programming Speed Dial – Speed Dial activation

Group Pickup - Group Pick-Up feature activation

Redial - Last Number Redial

Xfer Conf - Hookflash/Transfer/Conference

Hold (red) - Manual Hold feature

The operation of these buttons is discussed in Section 2.00.

The remaining eight buttons, which have visual indicators, are system programmable for each station for feature activation or line appearances. Their operation is discussed in Sections 3.00 through 14.00.

1.02 Feature Access. The instructions provided in this document are for features that can be accessed by depressing a button or dialing an access code. If the JR-DYAD does not have a button for a particular feature, the feature may be accessed by dialing an access code, if it is allowed by the class of service assigned to the station.

Table 14.00 at the back of this document lists the feature access codes and the associated button labels.

1.03 To Place a Call. The following procedures can be used to place a call:

a. Handset operation

To place a call from the JR-DYAD select and depress an idle line pickup button, pick up the handset, listen for dial tone, and dial the destination number.

b. On-Hook dialing (see paragraph 2.02)

1.04 To Answer a Call. The following procedures can be used to answer a call:

To answer an incoming call at the JR-DYAD depress the flashing pickup button, pickup the handset and talk to the calling party.

1.05 Automatic Line Preferences. Connection to a given pickup line on your JR-DYAD may be provided on an automatic basis. Each JR-DYAD can be assigned one originating and one terminating preference. The originating preference options are: Prime Line Preference, Last Line Preference, and Idle Line Preference. The terminating preference options are: Ringing Line Preference and Incoming Line Preference. If an automatic line preference is not assigned to your JR-DYAD, you must depress a pickup button each time you originate and answer a call.

a. Originating Preferences:

 Prime Line Preference – Automatically selects the prime line pickup button when you pick up the handset to place a call.

- Last Line Preference Automatically selects the same line pickup button to which you were connected on your last call when you pick up the handset to place a call.
- Idle Line Preference Automatically selects an idle line pickup button when you pick up the handset to place a call.

b. Terminating Preferences:

- Ringing Line Preference Automatically selects a pickup button associated with a call that is ringing your JR-DYAD. Pickup buttons associated with lines that are not assigned to ring at your station are not selected.
- Incoming Line Preference Automatically selects a pickup button associated with an incoming call. Automatic selection occurs regardless of whether the line is in the ringing or alerting-only state.

A terminating line preference will take precedence over an originating line preference when an incoming call exists. You may override an automatic line preference by manually depressing another pickup button prior to picking up the handset.

1.06 Discriminating Alerting Tone. Several types of distinctive alerting tone patterns are provided so that you can distinguish between the different types of incoming calls. The alerting patterns are:

- a. One burst of tone (normal ringing) Identifies an incoming call from another SATURN EPABX telephone.
- Two bursts of tone Identifies an incoming, "outside" call, including attendant-extended calls.
- Three bursts of tone Identifies calls initiated by the following:
 - Call Hold automatic recall
 - · Call Transfer Security recall
 - Executive Intercom calls
 - Internal Call Queuing Callback
 - Outgoing Call Queuing Callback
 - Station-Controlled Conference recall to conference master

1.07 Call Progress Tones. The following call progress tones are used to inform you of the status of a call:

- a. Busy Tone Tone heard when a called party's telephone is busy (60 impulses per minute)
- b. Busy Override Injection Tone Single burst of tone heard repeatedly every 8 to 20 seconds apart AFTER an attendant or executive overrider has intruded on the call in progress. This tone continues for the entire time the attendant or executive overrider is present on your conversation.
- Busy Override Tone Three short bursts of tone heard two seconds apart BEFORE an overriding attendant intrudes on a call in progress.
- d. Call Waiting Tone One burst of tone heard when a

SATURN EPABX telephone call is waiting to be answered, or two bursts of tone heard when an outside trunk call is waiting to be answered at your JR-DYAD. This tone is repeated after 10 seconds if the waiting party is still present.

- e. Conference Tone One burst of tone heard when a called party is being added to a conference to which you are connected.
- f. Confirmation Tone Three rapid bursts of tone indicating the action taken by you has been accepted (e.g., activation of a Call Forwarding feature).
- g. Dial Tone Continuous tone heard indicating that dialing can begin.
- Executive Override Tone One three-second burst of high pitch tone heard BEFORE an executive overrider intrudes on a call in progress.
- Expensive Facility Tone One second burst of high pitch tone heard when the SATURN System selects a more expensive route for call routing via the Least Cost Routing (LCR) feature.
- Intercept Tone A continuous alternating low and high pitch tone indicating an invalid or unauthorized feature code or extension number was dialed.
- k. Low Tone Steady tone heard after receiving busy tone indicating successful activation of such features as Outgoing Call Queuing Callback and Internal Call Queuing – Callback.
- Recall Dial Tone Three rapid bursts of tone followed by dial tone indicating the action taken by you has been accepted and you can now dial additional digits (e.g., for transferring a call via the Call Transfer feature).
- m. Reorder Tone Tone heard when a network blocking condition exists or activation of a feature was not granted (120 impulses per minute)
- n. Ringback Tone Tone heard when a called party's telephone is ringing.
- Route Advance Tone One short burst of tone heard each time the SATURN System searches for an idle route via the LCR feature.

- p. Special Ringback Tone Tone that sounds similar to ringback tone, except for the distinctive low signal at the end of each tone cycle. Special ringback tone indicates you are in a waiting state for a busy telephone and is heard during activation of the following features:
 - Internal Call Queuing Standby
 - Outgoing Call Queuing Standby
 - Executive Override -- Automatic

1.08 Speaker Volume Control. You may control the voice and call progress tone levels and the audible alert tone level of the JR-DYAD speaker with the two controls on the JR-DYAD. Use the thumbwheel control on the line cord side of the set to adjust voice and call progress tones, and the control on the underside of the JR-DYAD to adjust the audible alert tone level

NOTE: The voice level heard from your handset is not adjustable.

1.09 Pickup Button Indications. The JR-DYAD can be provided with multiple line and/or trunk pickup buttons. The current status of a line/trunk is displayed via a corresponding lamp located by each pickup button:

- a. Dark Indicates that the line/trunk is idle.
- b. Lighted Steady Indicates that the line/trunk is busy.
- c. Flashing (lamp blinks Indicates that the line/trunk 60 times per minute) has an incoming call.
- d. Winking (lamp blinks Indicates that the line/trunk 120 times per minute) has been placed on Manual hold via the Hold button.
- e. Fluttering (lamp blinks Indicates that the line/trunk 600 times per minute) has been placed on Exclusive hold via the HOLD EXCL button.
- 1.10 Feature Button Indications. Feature buttons are used to activate features at your JR-DYAD. For some features, the button lamp indicates the active/inactive status of the feature. Generally, when the feature is active the lamp is lighted, and when the feature is inactive, the lamp is dark.

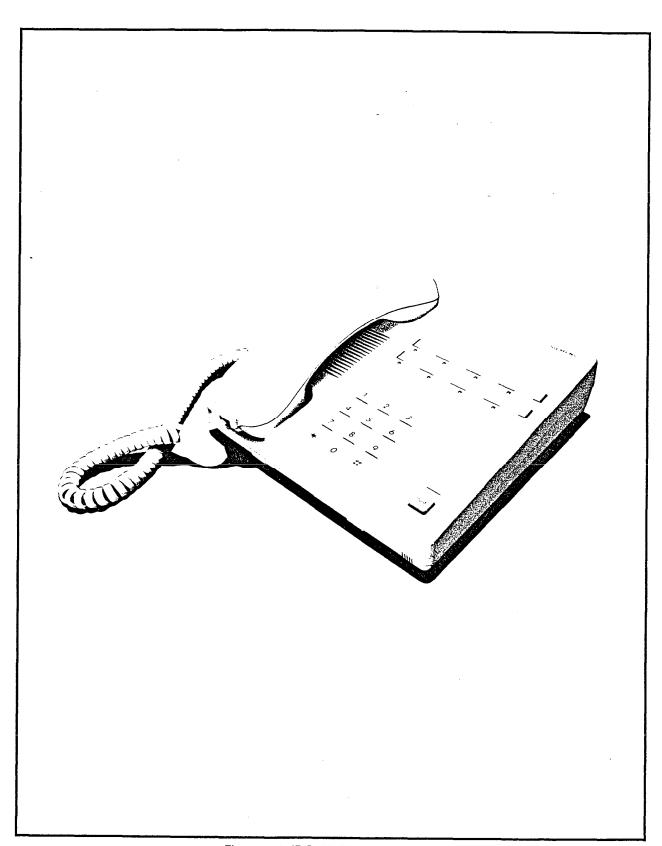


Figure 1.00 JR-DYAD Digital Telephone

SECTION 2.00 JR-DYAD FIXED FEATURE BUTTONS

2.01 Hang Up. Depressing the Hang Up button will cause a change in the on-/off-hook state of the JR-DYAD. This function can substitute for removing or replacing the handset on the hookswitch when a series of consecutive calls are being made or when a headset is being used instead of a handset.

2.02 On Hook Dial. Depressing this button allows placing a call to another party without lifting the handset. Call progress tones such as dial tone, busy tone, ringback tone and others and the called party's voice are heard over the JR-DYAD loudspeaker.

To place a call depress an idle pickup button then depress the On Hook Dial button, listen for dial tone, and dial the destination number. If busy tone is heard, disconnect the call by depressing the On Hook Dial button or the Hang Up button.

Some JR-DYADs may be assigned "single button" operation in which case depressing an idle pickup button automatically enables On-Hook dialing. In this case, after depressing the idle pickup button and hearing dialtone, dial the destination number.

If the called station is idle, ringback tone is heard over the loudspeaker. When the called party answers, the voice is heard over the loudspeaker. To talk to the party, pick up the handset.

To hang up, place the handset on the hookswitch or depress the Hang Up button. After the telephone is idle and the handset is off the hookswitch, the phone will still ring for incoming calls. To answer, depress the Hang Up button.

2.03 Store. Depressing this button allows the user to to establish a personal speed calling list of one to ten frequently called telephone numbers up to 25 digits each. Each number (internal or external to the SATURN system) is assigned a one-digit code (0-9) and programmed into the JR-DYAD memory.

- a. To store or change repertory dialing codes:
 - 1. Do not pick up the handset.
 - 2. Depress the STORE button.
 - Depress one of the numbers 0-9 on the key pad to indicate which cell in the JR-DYAD memory is to be programmed.
 - Enter the number to be stored, including * and #, (up to 25 digits) from the dial.
 - 5. Depress the STORE button to indicate the end of the storage sequence.

2.04 Speed Dial. Depressing this button permits a number in the repertory dialing list to be called.

- a. To initiate a call using speed dialing:
 - Depress the On Hook pial button, or pick up the hand-set.

- Dial tone is heard.
- 2. Depress the Speed Dial button.
- Depress the number (0-9) indicating which stored number is to be dialed.

The JR-DYAD sends the stored number to the EPABX. The set sends the stored number as if it were dialed manually.

The stored number is supported in the JR-DYAD memory by a long life (up to three years) battery. This support continues even though the station set is unplugged.

- 2.05 Group Pickup. Depressing this button permits an incoming call that is ringing at another station within a pickup group to be answered by any other member of the pickup group.
 - To answer a call ringing at another station in the pickup group:
 - 1. Select and depress an idle pickup button.
 - 2. Pickup the handset.
 - · Dial tone is heard.
 - 3. Depress the Group button.
 - Ringing ceases at the ringing station and you are connected to the incoming call. Intercept tone is heard if no phone is ringing in your pickup group.
 - 4. You may begin to talk.

2.06 Redial. Depressing this button causes the last number dialed by Speed Dial or manually, up to 25 digits, to be sent to the EPABX.

- To place a call to the last number dialed from the JR-DYAD;
 - 1. Select and depress an idle pickup button.
 - 2. Pick up the handset.
 - Dial tone is heard.
 - 3. Depress the REDIAL button.
 - · Ringback tone is heard.
 - When the called party answers, you may begin to talk.

2.07 Xfer Conf. This button is used for two functions: call transfers and for establishing conferences.

Call Transfer. The Xfer Conf button permits the transfer of a call, from inside or outside the SATURN EPABX, to another extension.

To transfer a call:

- 1. Ask the other party to wait.
- 2. Depress the Conf button.
 - Recall dial tone is heard.
- 3. Dial the destination number.
 - · Ringback tone is heard.

If busy tone is heard or the party does not answer, depress the, Xfer Conf button to return to the held party.

When an outside party requests to be transferred to an extension and the extension is busy, the internal Call Queuing – Standby feature can be invoked. This feature allows camping-on of the busy extension and waiting for the party to answer.

If it is desired to transfer the call before the called party answers, hang up the handset. The held party hears ringback tone and waits for the called party to answer. If the party being transferred is an outside party and the called party does not answer within a preset time, the call is automatically recalled to the transferring JR-DYAD (three burst alerting tone is heard), if idle, or to the Attendant if busy. To answer or return to the held call pick up the handset.

- When the called party answers, announce the call and hang up.
 - . The call is transferred to the called party.
- Add-On Conference. The Xfer Conf button also permits the addition of a third party (inside or outside) to a conversation.

To add a third party:

- 1. Ask the other party to wait.
- 2. Depress the Conf button.
 - · Recall dial tone is heard.
 - · The party is placed on hold.
- 3. Dial the number of the third party.
 - Ringback tone is heard.

If busy tone is heard, or the party does not answer, depress the Xfer Conf button to return to the held call.

- 4. When the called party answers, inform the party of the conference.
- 5. Depress the Xter Conf button again.
 - A three party conference is established

The user that originated the conference may release the third party by depressing the Xfer Conf button.

When more than one outside (trunk) call is added, transmission quality may be degraded.

- 6. Conversation may begin.
- c. Consultation Hold. The Xfer Conf button also allows a caller (inside or outside) to be placed on hold and another call to be made on the same line.
 - 1. To place a party on hold and originate another call:
 - (a) Ask the other party to wait.
 - (b) Depress the Ker button.
 - · Recall dial tone is heard.
 - · The party is placed on hold.
 - (c) Dial the destination number.
 - · Ringback tone is heard.

If busy tone is heard or the called party does not answer, depress the Xfer Conf button to return to the held call.

- (d) When the called party answers begin to talk.
- 2. To return to the held party
 - (a) Wait until the consulted party hangs up.
 - The call is automatically reconnected to the previously held party.
 - (b) Resume your conversation.

2.08 Hold. Depressing this button allows you to place a line on hold for the purpose of holding a call or originating or receiving another call on a second SATURN EPABX line. The hold call can be picked up at any JR-DYAD with an appearance of the held line.

- a. To place a line on hold:
 - 1. Ask the other party to wait.
 - 2. Depress the red Hold feature button.
 - The receiver may be hung up without losing the call, or another call can be originated or received on another line.

Any JR-DYAD with the same appearance of the held line may be used to pick up the held call. After depressing the Hold button to hold a line, the same button can be used to hold another line, without losing the previously held call. As many calls can be held as there are lines on the JR-DYAD.

The attendant can not be placed on hold. If a party has bridged on a line, that party cannot be held.

- b. To return to the held call:
 - Pickup the handset. Depress the line pickup button associated with the held call.
 - · The call is reconnected.
 - 2. Resume the conversation.

SECTION 3.00 JR-DYAD PROGRAMMABLE BUTTONS

The remaining eight buttons, which have visual indicators, are system programmable for each station for feature activa-

tion or line appearances. Their operation is discussed in Sections 4.00 through 14.00.

SECTION 4.00 HOLD FEATURES

4.01 Call Hold. This feature allows you to place any call (inside or outside) on hold and hang up without losing the call. After holding the call, you may originate or receive other calls on the same extension line and return to the held call or alternate between the two calls (holding one call while speaking to the other).

By using the Call Hold feature button (PARK PRIV):

- a. To place a party on hold:
 - 1. First, ask the other party to wait.
 - 2. Depress the PARK PRIV feature button.
 - · Confirmation tone is heard.
 - · The party is placed on "Call Hold".
 - · PARK PRIV lamp winks.
 - 3. Hang up.

NOTE: If the held party is from "outside" the SATURN EPABX, you must return to the held party within a preset period of time or the call is recalled to your station (three-burst alerting tone is heard), if idle, otherwise, to the attendant. To answer/return to the held call, pick up the handset.

- b. To return to a held call or alternate between two calls:
 - Pick up the handset or depress the PARK PRIV feature button (if connected to another call).
 - You are reconnected to the previously held party and the other party, if any, is placed on hold
 - PARK PRIV lamp extinguishes when no call is on hold.
 - 2. Resume your conversation.

By using the Call Hold feature access code:

- a. To place a party on hold:
 - 1. First, ask the other party to wait.
 - 2. Depress the Conf button.
 - · Recall dial tone is heard.
 - 3. Dial the Call Hold feature access code.
 - Confirmation tone is heard.
 - The party is placed on "call hold."
 - 4. Hang up.

NOTE: If the held party is from "outside" the SATURN EPABX, you must return to the held party within a preset period of time or the call is recalled to your station (three-burst alerting tone is heard), if idle, otherwise, to the attendant. To answer/return to the held call, pick up the handset.

b. To return to a held call or alternate between two calls:

- 1. Pick up the handset or depress the button (if connected to another call).
 - Dial tone/recall dial tone is heard.
- 2. Dial the Call Hold feature access code.
 - You are reconnected to the previously held party and the other party, if any, is placed on hold.
- 3. Resume your conversation.

4.02 Call Hold – Flip-Flop (Broker). This feature allows you, upon hearing a call waiting tone, to place the call in progress (inside or outside call) on hold and establish a connection to the waiting call. When no call is waiting, this feature allows you to place a call in progress on hold and originate another call on the same extension line. In either case, you can return to the held call or alternate between the two calls (holding one call while speaking to the other).

By using the Call Hold - Flip-Flop feature button

SPLIT

Xfer Cont

- a. To place a party on hold and answer a waiting call:
 - 1. First, ask the other party to wait.
 - 2. Depress the SPLIT feature button.
 - SPLIT lamp winks.
 - You are connected to the waiting party and the other party is placed on hold.
 - 3. You may begin to talk.
- b. To place a party on hold and originate another call:
 - 1. First, ask the other party to wait.
 - 2. Depress the SPLIT feature button.
 - · SPLIT lamp winks.
 - · Dial tone is heard.
 - · The party is placed on hold.
 - 3. Dial the phone number of the desired party.
 - Ringback tone is heard.
 - When the called party answers, you may begin to talk.
- c. To return to a held party:
 - 1. Wait until the other party hangs up.
 - You are automatically connected to the previously held party.
 - 2. Resume your conversation.
- d. To alternate between two calls:
 - 1. Depress the SPLIT feature button.

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 You are reconnected to the previously held party, and the other party, if any, is placed on hold.

NOTE: If you accidentally hang up while a call is on hold, the call is automatically recalled (one burst alerting tone) to your JR-DYAD. To answer/return to the held call, pick up the handset.

2. Resume your conversation.

By using the Call Hold - Flip-Flop feature access code:

- a. To place a party on hold and answer a waiting call:
 - 1. First, ask the other party to wait.
 - 2. Depress the Xier feature button.
 - · Recall dial tone is heard.
 - 3. Dial the Call Hold Flip-Flop feature access code.
 - You are connected to the waiting party and the other party is placed on hold.
 - 4. You may begin to talk.
- b. To place a party on hold and originate another call:
 - 1. First, ask the other party to wait.
 - Depress the Conf Conf Conf.
 - · Recall dial tone is heard.
 - Dial the Call Hold Flip-Flop feature access code.
 - Dial tone is heard.
 - · The party is placed on hold.
 - 4. Dial the phone number of the desired party.
 - · Ringback tone is heard.

NOTE: If the called party does not answer your call or the line is busy, depress the Xfer Conf button to return to the held party.

- 5. When the called party answers, you may begin to
- c. To return to a held party:
 - 1. Wait until the other party hangs up.
 - You are automatically connected to the previously held party.
 - 2. Resume your conversation.
- d. To alternate between two calls:
 - 1. Depress the Conf feature button.
 - You are reconnected to the previously held party, and the other party, if any, is placed on hold.

NOTE: If you accidentally hang up while a call is on hold, the call is automatically recalled (one burst alerting

tone) to your JR-DYAD. To answer/return to the held call, pick up the handset.

2. Resume your conversation.

4.03 Call Park. This feature allows you to place a call (inside or outside) on "system hold" (referred to as parked) and return to the parked party from the same or another SATURN EPABX telephone. The call is placed in one of ten selected park locations. A unique access code is assigned to each park location.

- a. To park an established call:
 - 1. First, ask the other party to wait.
 - - · Recall dial tone is heard.
 - 3. Dial the Call Park feature access code.
 - 4. Dial the Call Park location code (0 to 9).
 - Confirmation tone is heard.
 - The call is parked at the dialed location.

NOTE: If the dialed Call Park location is not available, busy tone is heard. If this occurs, depress the Xfer Conf button to return to the held party and repeat the process using a different location code.

5. Hang up. You are free to originate or receive other calls

NOTE: If you park an outside call and you do not return to the party within a preset period of time, the call is automatically recalled to your JR-DYAD, if idle, otherwise to the attendant.

- b. To return to the parked call:
 - 1. Pick up the handset at any nonrestricted telephone.
 - Dial tone is heard.
 - 2. Dial the Call Park feature access code.
 - Dial the Call Park location code which was used to park the call.
 - · You are connected to the parked call.

NOTE: If reorder tone is heard, the held party has disconnected. If intercept tone is heard, the telephone is restricted from Call Park access.

4. Resume your conversation.

4.04 Exclusive Hold. This feature allows you to place a call on hold for the purpose of holding the call and originating or receiving another call on a second SATURN EPABX line. The held call can be picked up only from your JR-DYAD, even though the line may appear at other telephones.

- a. To place a call on hold:
 - 1. First, ask the other party to wait.
 - 2. Depress the $\left[\begin{array}{c} \text{HOLD} \\ \text{EXCL} \end{array}\right]$ feature button.

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· Line pickup lamp flutters.

NOTES: The line pickup lamp remains lighted at all other appearances of the line.

After depressing the HOLD EXCL button to hold a line, the same button can be used to hold another line without losing the previously held call. As many lines can be held as there are lines on your JR-DYAD.

You are not allowed to hold an attendant. Additionally, if a party has bridged on a line, that line cannot be held.

- 3. You may originate or receive another call on a second line, if provided.
- b. To return to the held call:
 - 1. Pick up the handset and depress the fluttering line pickup button associated with the held call.
 - Line pickup lamp lights steadily.
 - You are reconnected to the held call.
 - 2. Resume your conversation.

SECTION 5.00 CALL TRANSFER FEATURES

5.01 Call Transfer to Attendant. This feature allows you to transfer a call in progress to the attendant.

- a. To transfer a call to the attendant:
 - 1. First, ask the other party to wait.
- 2. Depress the XFER feature button.
 - The party is placed on hold.
 - Ringback tone is heard and the attendant is alerted.
 - XFER "0" lamp winks.

NOTE: If you desire to transfer the call before the attendant answers, hang up. The held party will hear ringback tone until the attendant answers.

- 3. When the attendant answers, announce the call.
 - · Ringback tone is removed.
- 4. Hang up.
 - The call is transferred to the attendant.
 - XFER "0" lamp extinguishes.

SECTION 6.00 CONFERENCE FEATURES

6.01 Bridge Call. This feature allows you to enter into an existing conversation on a busy line or direct trunk.

- a. To enter an existing conversation:
 - Select and depress the pickup button associated with the busy line or direct trunk.
 - 2. Pick up the handset.
 - Conference tone is heard by the other parties, after which you are connected in a three-way conversation.

NOTE: If the Call Privacy feature is active on the busy line or direct trunk, or a three-way connection has already been established, bridging is denied and busy tone is heard.

6.02 Meet-Me Conference. This feature allows you to arrange a conference of up to seven extensions or four extensions and three outside lines. Outside parties are connected to the conference by the attendant.

- a. To establish a Meet-Me Conference:
 - Select and depress the appropriate line pickup button.
 - Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - Dial tone is heard.
 - 3. Dial the party you want in the conference.
 - Ringback tone is heard.
 - 4. When the called party answers, inform the party to dial the Meet-Me Conference access code at a prearranged time. If the called party is from outside the SATURN System, inform the party to dial the SATURN attendant console and have the attendant transfer the call to the conference by dialing the Meet-Me Conference access code.

NOTE: More than one Meet-Me Conference bridge may be assigned in the SATURN EPABX. The last digit of the access code represents the selected conference bridge.

- 5. Hang up.
- 6. Repeat the above steps for up to seven conferees.

NOTES: The attendant only may enter the conference as the eighth conferee.

The maximum number of outside parties allowed in the conference at any one time is three (variable and assigned by data base management).

- b. To enter the conference:
 - Select and depress the appropriate line pickup button.

- · Line pickup button lamp lights steadily.
- 2. Pick up the handset.
 - · Dial tone is heard.
- Dial the preannounced Meet-Me Conference feature access code or depress the MEET feature button followed by the conference bridge code.
 - Conference tone is heard; all conferees hear the conference tone as you enter the conference.
 - · MEET-ME lamp lights steadily.

NOTES: Busy tone is heard if the conference is full. Intercept tone is heard if the conference bridge is not assigned.

When more than one outside (trunk) call is added, transmission quality may be degraded.

6.03 Station Controlled Conference. This feature allows you to establish a conference of up to seven parties. As the Conference Master, you can add members to the conference, remove members from the conference, leave the conference to consult with a conferee privately, call the attendant, or release from the conference to allow another conference member to take over conference mastership.

The maximum number of parties allowed in the conference is seven; however, the attendant can be added to the conference as an eighth party. The maximum number of outside parties allowed in the conference at any one time is three (variable and assigned by data base management). When more than one outside (trunk) call is added, transmission quality may be degraded.

- a. To establish a conference:
 - Select and depress the appropriate line pickup button.
 - · Line pickup lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - 3. Dial the Station Controlled Conference access code.
 - Recall dial tone is heard.

NOTE: Busy tone is heard if a conference circuit is not available

- Dial the number of the party you want to add to the conference.
 - · Ringback tone is heard.

NOTE: If the called party does not answer, is busy, or does not wish to be included in the conference, you must hang up. Your phone then rings and, upon answer, you are connected back into the conference. You

may proceed adding parties to the conference by depressing the Xfer Conf button to leave the conference and following the above procedure beginning at step 4.

- When the called party answers, inform the party of the conference.
 - Ringback tone is removed.
- 6. Depress the conference.

 Xter Conf
 button to add the party to the
 - Conference tone is heard; all conferees hear the tone as you and the other party enter the conference.

NOTES: If you attempt to add more than seven inside parties or add more than the allowed number of outside parties into the conference, reorder tone is heard for approximately 1½ seconds, after which you are reconnected to the "would be" conferee. To return to the conference, depress the Xfer Conf button.

Any party can leave the conference by hanging up.

- To add each additional party to the conference, depress the Xler button to leave the conference and follow the above procedure beginning at step 4.
- b. To remove any conferee (extension only) from the conference and consult with the conferee privately:
 - Depress the Xier Conf button to leave the conference.
 - · Recall dial tone is heard.
 - 2. Dial the conference member remove code.
 - Dial the extension number of the conferee to be removed.
 - You and the conferee are connected in a private talk state.

NOTE: As the conference master, you have the option of adding the party back to the conference or removing the conferee from the conference totally. To add the conferee back into the conference, depress the Xfer Conf button; you and the conferee reenter the conference. To remove the conferee from the conference, hang up. Your phone then rings and, upon answer, you are connected back into the conference.

- c. To remove the last member added to the conference and consult with the conferee privately:
 - Depress the Xier Conf button to leave the conference.
 - Recall dial tone is heard.
 - 2. Dial the last member added access code.
 - You and the conferee are connected in a private talk state.

NOTE: As the conference master, you have the option of adding the party back to the conference or removing the conferee from the conference totally. To add the conferee back into the conference, depress the Xfer Conf button; you and the conferee reenter the conference. To remove the conferee from the conference, hang up. Your phone then rings and, upon answer, you are connected back into the conference.

- d. To transfer the position of conference mastership to another conferee (SATURN EPABX extension only):
 - Inform the desired conferee that you are releasing from the conference, and that conference mastership can be gained by hookswitch flashing (depressing the Xfer Conf button, if available) or momentarily depressing the hookswitch after you hang up.
 - 2. Hang up.

NOTE: The first conferee to hookflash now becomes the conference master.

When all parties in the conference hang up, the conference circuit is released.

SECTION 7.00 CALL FORWARDING FEATURES

7.01 Call Forwarding – All Calls. This feature allows you to have all calls terminating at your JR-DYAD forwarded to another extension or to the attendant.

Activation/deactivation of Call Forwarding - All Calls over the prime line:

- a. To forward all incoming calls:
 - 1. Do not pick up the handset.
 - Depress the FWD feature button.
 - Dial tone is heard over the JR-DYAD speaker.
 - Dial the extension number to which you want all your calls forwarded.
 - Confirmation tone is heard over the speaker.
 - · FWD ALL lamp lights steadily.

NOTE: If intercept tone or reorder tone is heard, your call forwarding request was not granted.

As a reminder that call forwarding is in effect, each time a call is forwarded, one short burst of alerting tone is heard from your JR-DYAD.

The party at the forwarded-to extension is allowed to call your extension without being forwarded. Further, the party at the torwarded-to extension may transfer a call back to your extension or leave a message waiting indication (if message waiting capability is provided).

You may continue to originate calls while Call Forwarding - All Calls is in effect. Automatic callbacks from the activation of features such as Internal Call Queuing – Callback and Outgoing Call Queuing – Callback, and station recalls are not forwarded.

- To cancel Call Forwarding All Calls: Depress the FWD ALL feature button.
 - FWD ALL lamp extinguishes.

Activation/deactivation of Call Forwarding – All Calls over any line appearing on the JR-DYAD (if allowed by class of service).

- a. To forward all incoming calls:
 - Select and depress the appropriate line pickup button.
 - · Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - Dial tone is heard.
 - Depress the FWD feature button or dial the Call Forwarding – All Calls activation code.
 - Dial the extension number to which you want all your calls forwarded.

 Confirmation tone is heard indicating that the Call Forwarding – All Calls feature is active.

NOTE: If intercept tone or reorder tone is heard, your call forwarding request was not granted.

5. Hang up.

As a reminder that call forwarding is in effect, each time a call is forwarded, one short burst of alerting tone is heard from your JR-DYAD (prime line only).

The party at the forwarded-to extension is allowed to call your extension without being forwarded. Further, the party at the forwarded-to extension may transfer a call back to your extension or leave a message waiting indication (if message waiting capability is provided).

You may continue to originate calls while Call Forwarding - All Calls is in effect. Automatic callbacks from the activation of features such as Internal Call Queuing – Callback and Outgoing Call Queuing – Callback, and station recalls are not forwarded.

- b. To cancel Call Forwarding All Calls:
 - Select and depress the line pickup button from which Call Forwarding – All Calls was activated.
 - · Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - Dial tone is heard.
 - 3. Dial the call forwarding cancellation code.
 - Confirmation tone is heard indicating that the Call Forwarding – All Calls feature has been cancelled.
 - 4. Hang up.

7.02 Call Forwarding to Public Network. This feature allows you to have all calls terminating at your JR-DYAD forwarded to an outside destination number.

- a. To forward all calls:
 - Select and depress the appropriate line pickup button.
 - · Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - Dial the Call Forwarding to Public Network activation code.
 - Dial the trunk group access code (e.g. "9" for outside) and the outside number (e.g. 9948800).
 - After a short pause (approximately five seconds), confirmation tone is heard indicating that the Call Forwarding to Public Network teature is active.

NOTES: You may expedite receiving confirmation tone by depressing the # key immediately after dialing the last digit of the outside number.

If intercept tone or reorder tone is heard, your call forwarding request was not granted.

5. Hang up.

As a reminder that call forwarding is in effect, each time a call is forwarded, one short burst of alerting tone is heard from your JR-DYAD.

You may continue to originate calls while Call Forwarding to Public Network is in effect. Automatic callbacks from the activation of features such as Internal Call Queuing - Callback and Outgoing Call Queuing - Callback, and station recalls are not forwarded.

- b. To cancel Call Forwarding to Public Network:
 - Select and depress the line pickup button from which Call Forwarding to Public Network was activated.
 - · Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - 3. Dial the call forwarding cancellation code.
 - Confirmation tone is heard indicating that the Call Forwarding to Public Network feature has been cancelled.
 - 4. Hang up.

7.03 Call Forwarding – Busy Lines. This feature allows you to have all calls terminating at your JR-DYAD forwarded to another extension or to the attendant when your extension is busy. When your JR-DYAD is idle, incoming calls are completed as usual.

Activation/deactivation of Call Forwarding – Busy Lines over the prime line:

- a. To forward incoming calls:
 - Do not pick up the handset.
 - 2. Depress the BUSY feature button.
 - · Dial tone is heard over the speaker.
 - Dial the extension number to which you want your calls forwarded.
 - Confirmation tone is heard over the speaker.
 - FWD BUSY lamp lights steadily.

NOTE: If intercept tone or reorder tone is heard, your call forwarding request was not granted.

When Call Forwarding – Busy Lines is in effect incoming calls will not wait (via Internal Call Queuing – Standby and Internal Call Queuing Callback) on your prime line. If the forwarded-to telephone is busy, forwarded calls will wait at the forwarded-to telephone.

- To cancel Call Forwarding Busy Lines: Depress the FWD feature button
 - · FWD BUSY lamp extinguishes.

Activation/deactivation of Call Forwarding – Busy Lines over any line appearing on the JR-DYAD (if allowed by class of service):

- a. To forward incoming calls:
 - Select and depress the appropriate line pickup button.
 - · Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - Depress the BUSY feature button or dial the Call Forwarding Busy Lines activation code.
 - Dial the extension number to which you want your calls forwarded.
 - Confirmation tone is heard indicating that the Call Forwarding – Busy Lines feature is active.

NOTE: If intercept tone or reorder tone is heard, your call forwarding request was not granted.

5. Hang up.

When Call Forwarding – Busy Lines is in effect, incoming calls will not wait (via Internal Call Queuing – Standby and Internal Call Queuing Callback) on the associated line. If the forwarded-to telephone is busy, forwarded calls will wait at the forwarded-to telephone.

- b. To cancel Call Forwarding Busy Lines:
 - Select and depress the line pickup button from which Call Forwarding – Busy Lines was activated.
 - Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - 3. Dial the call forwarding cancellation code.
 - Confirmation tone is heard indicating the Call Forwarding – Busy Lines feature has been cancelled.
 - 4. Hang up.

7.04 Call Forwarding – No Answer. This feature allows you to have all calls terminating at your JR-DYAD that are not answered within a predetermined period of time (three rings, nominal), forwarded to another telephone or to the attendant. When your JR-DYAD is busy, call forwarding does not occur and the usual station hunting, call waiting, and automatic callback arrangements (if assigned) are applied.

Activation/deactivation of Call Forwarding – No Answer over the prime line.

- a. To forward incoming unanswered calls:
 - 1. Do not pick up the handset.
 - 2. Depress the NO ANS feature button.
 - Dial tone is heard over the speaker.
 - Dial the extension number to which you want your calls forwarded.
 - · Confirmation tone is heard over the speaker.
 - FWD NO ANS lamp lights steadily.

NOTE: If intercept tone or reorder tone is heard, your call forwarding request was not granted.

You may continue to originate calls while the Call Forwarding – No Answer feature is in effect. Automatic callbacks from the activation of features such as Internal Call Queuing - Callback and Outgoing Call Queuing – Callback, and station recalls are not forwarded.

- b. To cancel Call Forwarding No Answer: Depress the $\frac{FWD}{NO\ ANS}$ feature button.
 - · FWD NO ANS lamp extinguishes.

Activation/deactivation of Call Forwarding – No Answer over any line appearing on the JR-DYAD (if allowed by class of service).

- To forward incoming unanswered calls over any line appearing on your JR-DYAD:
 - Select and depress the appropriate line pickup button.
 - · Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - Dial tone is heard.
 - Depress the NO ANS feature button or dial the
 Call Forwarding No Answer activation code.
 - Dial the extension number to which you want your unanswered calls forwarded.
 - Confirmation tone is heard indicating that the Call Forwarding – No Answer feature is active.

NOTE: If intercept tone or reorder tone is heard, your call forwarding request was not granted.

5. Hang up.

You may continue to originate calls while Call Forwarding – No Answer is in effect. Automatic callbacks from the activation of features such as Internal Call Queuing – Callback and Outgoing Call Queuing – Callback, and station recalls are not forwarded.

- b. To cancel Call Forwarding No Answer:
 - Select and depress the line pickup button from which Call Forwarding – No Answer was activated.

- · Line pickup button lamp lights steadily.
- 2. Pick up the handset.
 - · Dial tone is heard.
- 3. Dial the call forwarding cancellation code.
 - Confirmation tone is heard indicating that the Call Forwarding – No Answer feature has been cancelled.
- 4. Hang up.

7.05 Call Forwarding – Secretarial. This feature allows you to have all calls terminating at your JR-DYAD forwarded to another predetermined SATURN extension (assigned by data base management).

Activation/deactivation of Call Forwarding – Secretarial over the prime line:

- a. To forward all incoming calls:
 - 1. Do not pick up the handset.
 - 2. Depress the FWD TO feature button
 - · FWD TO lamp lights steadily.

As a reminder that call forwarding is in effect, each time a call is forwarded, one short burst of alerting tone is heard from your JR-DYAD.

The party at the forwarded-to extension is allowed to call your extension without being forwarded. Further, the party at the forwarded-to extension may transfer a call back to your extension or leave a message waiting indication (if message waiting capability is provided).

You may continue to originate calls while Call Forwarding – Secretarial is in effect. Automatic callbacks from the activation of features such as Internal Call Queuing – Callback and Outgoing Call Queuing – Callback, and station recalls are not forwarded.

- To cancel Call Forwarding Secretarial: Depress the FWD TO feature button.
 - FWD TO lamp extinguishes indicating that the Call Forwarding – Secretarial feature has been cancelled.

Activation/deactivation of Call Forwarding – Secretarial over any line appearing on the JR-DYAD (if allowed by class of service):

- a. To forward all incoming calls:
 - Select and depress the appropriate line pickup button.
 - Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - Dial tone is heard.
 - 3. Depress the FWD TO feature button or dial the Call Forwarding Secretarial activation code.

Confirmation tone is heard indicating that the Call Forwarding - Secretarial feature is active.

If intercept tone or reorder tone is heard, your call NOTE: forwarding request was not granted.

5. Hang up.

As a reminder that call forwarding is in effect, each time a call is forwarded, one short burst of alerting tone is heard from your JR-DYAD.

The party at the forwarded-to extension is allowed to call your extension without being forwarded. Further, the party at the forwarded-to extension may transfer a call back to your extension or leave a message waiting indication (if message waiting capability is provided).

You may continue to originate calls while Call Forwarding -Secretarial is in effect. Automatic callbacks from the activation of features such as Internal Call Queuing - Callback and Outgoing Call Queuing - Callback, and station recalls are notforwarded.

- b. To cancel Call Forwarding Secretarial:
 - 1. Select and depress the line pickup button from which Call Forwarding - Secretarial was activated.
 - · Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - 3. Dial the call forwarding cancellation code.
 - Confirmation tone is heard indicating that the Call Forwarding - Secretarial feature has been cancelled.
 - 4. Hang up.

7.06 Call Forwarding - Return. This feature allows you to transfer a forwarded-call to the extension that activated call forwarding.

To return a forwarded-call:

- a. First ask the connected party to wait.
- b. Depress the feature button.
 - Recall dial tone is heard.
- c. Dial the Call Forwarding Return access code.
 - Ringback tone is heard.

NOTES: If busy tone is heard or the party does not answer, depress the Xfer Conf button to return to the held party.

> When an outside party requests to be transferred to an extension and the extension is busy, you may invoke the Internal Call Queuing - Standby feature. This feature allows you to camp-on to the busy extension and wait for the party to answer.

> If you desire to transfer the call before the called party answers (ringback tone must heard), hang up the handset. The held party hears ringback tone and waits for the called party to answer. If the party being transferred is an "outside" party and the called party does not answer within a preset time the call is automatically recalled to your JR-DYAD (threeburst alerting tone is heard), if idle, otherwise to the attendant. To answer/return to the held call, pick up the handset.

- d. When the party at the forwarding station answers, announce the transfer.
 - Ringback tone is removed.
- e. Hang up.
 - The call is transferred to the called party.

7.07 Forced Call Forwarding. This feature allows you to forward a waiting or ringing call on your prime line extension to another preassigned SATURN extension. Waiting or ringing calls on other lines appearing at your JR-DYAD cannot be forwarded.

To forward a waiting or ringing call: Depress the | FORCE feature button.

SECTION 8.00 CALL QUEUING FEATURES

8.01 Internal Call Queuing – Callback. This feature allows you, upon dialing a busy extension number, to enter into a queue, hang up, and be called back when the extension becomes available.

- a. To establish an automatic callback condition:
 - You have dialed a busy extension and busy tone is heard.
 - Do not hang up. Listen to busy tone until busy tone changes to a steady low tone (approximately 5 seconds). Steady low tone is confirmation that you have invoked callback queuing.
 - 3. Hang up.

You may originate or receive other calls while waiting for the callback; however, the callback sequence does not take place until both your extension and the previously dialed extension are idle at the same time.

Only one callback request (Internal or Outgoing Call Queuing – Callback) is allowed at any one time. If a second callback is initiated, the original callback is automatically cancelled.

- 4. When both the called extension and your extension become idle:
 - Three-burst alerting tone is heard.

NOTE: If you do not answer the callback attempt within approximately 18 seconds, callback queuing is automatically cancelled.

- 5. Pick up the handset.
 - · Ringback tone is heard.
 - Called extension rings.
- When the called party answers, you may begin to talk.
- b. To cancel an automatic callback:
 - 1. Pick up the handset.
 - · Dial tone is heard.
 - 2. Dial the automatic callback cancellation code.
 - Confirmation tone is heard, indicating the cancellation of the callback.
 - 3. Hang up.

8.02 Internal Call Queuing – Standby. This feature allows you, upon dialing a busy extension, to enter into a queue and wait for the called party to answer. While in the standby queue, you hear special ringback tone and the called party hears call waiting tone.

- a. To establish a standby queuing condition:
 - You have dialed a busy extension and busy or special ringback tone is heard.

NOTE: On some telephones, Internal Call Queuing – Standby Is activated on an automatic originating or automatic terminating basis. If your JR-DYAD is assigned the automatic originating option or the called party's

telephone is assigned the automatic terminating option, ignore the remainder of this procedure. When special ringback tone is heard simply wait for the called party to answer.

Do not hang up. Listen to busy tone until it changes to a steady low tone (approximately 5 seconds).

NOTE: Steady low tone is confirmation that callback queuing can be invoked, if desired, by hanging up. Refer to the feature, "Internal Call Queuing Callback."

- Again, do not hang up. Wait until steady low tone changes to special ringback tone (approximately 5 seconds more). This is confirmation that you have been placed in the standby queuing mode.
 - · The called party hears call waiting tone.
- 4. Wait until the called party answers the waiting call.

NOTE: You may convert from standby queuing to callback queuing, any time, by hanging up. Refer to the feature, "Internal Call Queuing – Callback."

When the called party answers, you may begin to talk.

8.03 Outgoing Call Queuing – Callback. This feature allows you, upon dialing a busy outgoing trunk group, to enter into a queue, hang up, and be called back when a trunk becomes available.

This feature applies to direct trunk group access only. For Least Cost Routing (LCR) access, refer to the feature, "Least Cost Routing."

- a. To activate Outgoing Call Queuing Callback:
 - 1. You have dialed a trunk group access code (e.g., "9", "82", "83", etc.) and encountered busy tone.
 - Do not hang up. Listen to busy tone until you hear steady low tone (approximately 5 seconds). Steady low tone is confirmation that you have invoked callback queuing.
 - 3. Hang up.

You can originate or receive calls while callback queuing is active. When a trunk becomes available and your JR-DYAD is idle, a callback is attempted.

Only one callback request (Internal or Outgoing Call Queuing – Callback) is allowed at any one time. If a second automatic callback is initiated, the original callback is automatically cancelled.

- 4. When a trunk becomes available:
 - Three-burst alerting tone is heard.

NOTE: If you do not answer the callback attempt within approximately 18 seconds, callback queuing is automatically cancelled.

- 5. Pick up the handset.
 - · Dial tone is heard.
- Complete dialing the desired number (do not redial the trunk group access code).
- b. To cancel an automatic callback:
 - 1. Pick up the handset.
 - · Dial tone is heard.
 - 2. Dial the automatic callback cancellation code.
 - Confirmation tone is heard, indicating the cancellation of the callback.
 - 3. Hang up.

8.04 Outgoing Call Queuing – Standby. This feature allows you, upon dialing a busy outgoing trunk group, to enter into a queue and wait for a trunk to become available.

This feature applies to direct trunk group access only. For Least Cost Routing (LCR) access, refer to the feature, "Least Cost Routing."

- a. To activate Outgoing Call Queuing Standby:
 - You have dialed a trunk group access code (e.g., "9", "82", "83", etc.) and encountered busy tone.
 - 2. Do not hang up. Listen to busy tone until you hear steady low tone (approximately 5 seconds).

NOTE: Steady low tone is confirmation that callback queuing can be invoked, if desired, by hanging up. Refer to the feature, "Outgoing Call Queuing Callback."

- Again, do not hang up. Wait until steady low tone changes to silence, or music if provided (approximately 5 seconds more). This is confirmation that you have been placed in the standby queuing mode.
- Continue to listen to silence (or music) until a trunk becomes available.
 - Dial tone is heard when a trunk becomes available.

NOTE: You may convert from standby queuing to callback queuing, any time, by hanging up. Refer to the feature, "Outgoing Call Queuing – Callback."

 Upon hearing dial tone, complete dialing the desired number (do not redial the trunk group access code).

SECTION 9.00 CALL PICKUP FEATURES

9.01 Call Pickup – Directed. This feature allows you to answer an incoming call that is ringing at another telephone.

- a. To answer a call ringing at another telephone:
 - Select and depress the appropriate line pickup button.
 - · Line pickup button lights steadily.
 - 2. Pick up the handset.
 - Dial tone is heard.

- 3. Depress the PICKUP feature button or dial the Call Pickup Directed feature access code.
- Dial the extension number of the telephone that is ringing.
 - Ringing ceases at the other telephone and you are automatically connected to the incoming call.
- 5. You may begin to talk.

SECTION 10.00 DIRECT ACCESS FEATURES

10.01 Direct Station Selection. The Direct Station Selection (DSS) feature allows you to place a call to a party at a predesignated SATURN extension by depressing a dedicated feature button instead of dialing the party's extension number.

- a. To place a DSS call:
 - Determine if the extension to be called is idle (a lighted DSS lamp indicates the extension is busy and a dark lamp indicates the extension is idle).
 - 2. Select and depress a line pickup button.
 - · Line pickup lamp lights steadily.
 - 3. Pick up the handset.
 - Dial tone is heard.
 - 4. Depress the appropriate DSS feature button.
 - · Ringback tone is heard.
 - · The DSS lamp flashes.
 - When the called party answers, you may begin to talk.

10.02 Direct Trunk Group Selection. This feature allows you to access an idle trunk in a designated trunk group by depressing a Direct Trunk Group Selection pickup button. The busy/idle status of the trunk group is indicated by the lamp associated with the pickup button. No incoming calls can terminate on this pickup button.

- a. To establish an outside call:
 - Determine if a trunk is available in the trunk group associated with the type of outside call to be dialed (e.g., Central Office, Florida WATS, National WATS, etc.). The busy/idle status of the trunk group is as follows:
 - (a) Direct Trunk Group Selection lamp dark At least one trunk is idle in the trunk group.
 - (b) Direct Trunk Group Selection lamp lighted All trunks in the trunk group are busy.
 - If a trunk is available, depress the associated Direct Trunk Group Selection pickup button.
 - The associated Direct Trunk Group Selection lamp momentarily lights steadily and remains lighted if all trunks in the trunk group are busy.

NOTE: If other station instruments are provided with the same Direct Trunk Group Selection button, the associated lamp on their telephone remains dark unless that was the last idle trunk in the trunk group.

- Pick up the handset.
 - · Dial tone is heard.

4. Dial the desired number.

10.03 Direct Trunk Selection. This feature allows you to originate or receive calls over a specific trunk by depressing a pickup button on your JR-DYAD. The busy/idle status of the trunk is indicated by the lamp associated with the pickup button.

- a. To establish an outside call:
 - Determine if the trunk is busy or idle. The busy/idle status of the desired trunk is as follows:
 - (a) Direct Trunk Selection lamp dark Trunk is idle.
 - (b) Direct Trunk Selection lamp lighted Trunk is busy.
 - If the trunk is idle, depress the associated Direct Trunk Selection pickup button.
 - · Direct Trunk Selection lamp lights steadily.

NOTE: If other station instruments are provided with the same Direct Trunk Selection button, the associated lamp on their telephone remains dark unless that was the last idle trunk in the trunk group.

- 3. Pick up the handset.
 - · Dial tone is heard.
- 4. Dial the desired outside number.
- b. To answer an incoming call:
 - The Direct Trunk Selection lamp flashes and your JR-DYAD provides call alerting tone.
 - Depress the associated Direct Trunk Selection pickup button.
 - The Direct Trunk Selection lamp lights steadily.
 - 3. Pick up the handset.
 - 4. You may begin to talk.

10.04 Station-Defined Direct Dial. This feature allows you to depress a dedicated feature button and have the SATURN System automatically dial the telephone number (inside or outside number) assigned to that button. One or more of these feature buttons may be assigned to your JR-DYAD. Each button is assigned to a telephone number in SATURN EPABX memory.

On some JR-DYADs, the destination number may be changed by using the Speed Calling – Individual feature. At these stations, the destination number is indexed to one of the speed calling codes (0-9). To change the destination number associated with the speed calling code, refer to the operating instructions of the Speed Calling – Individual feature.

- a. To initiate a call to the stored number:
 - Select and depress the appropriate line pickup button.

- The associated line pickup lamp lights steadily.
- 2. Pick up the handset.
 - · Dial tone is heard.

- 3. Depress the DIAL feature button.
 - Ringback tone is heard.
- 4. When the called party answers, you may start talking.

SECTION 11.00 INTERCOM FEATURES

11.01 Automatic Intercom. This feature allows you to place an intercom call to another predetermined JR-DYAD or DYAD. This feature overrides the Do Not Disturb feature and Call Forwarding features, if active at the called JR-DYAD.

- a. To place an Automatic Intercom call:
 - 1. Depress the COM pickup button.
 - · The ICOM lamp lights steadily.
 - 2. Pick up the handset.
 - · Ringback tone is heard.
 - When the called party answers, you may begin to talk
- b. To answer an Automatic Intercom call:
 - Your ICOM lamp flashes and you receive threeburst alerting tone.
 - 2. Depress the COM pickup button.
 - · The ICOM lamp lights steadily.
 - 3. Pick up the handset.
 - · Three-burst alerting tone ceases.
 - · You are connected to the calling party.
 - 4. You may begin to talk.

11.02 Executive Intercom. This feature allows you to place a call to another JR-DYAD within a prearranged executive in-

tercom group. This feature overrides the Do Not Disturb feature and Call Forwarding features, if active at the called JR-DYAD.

- a. To place an Executive Intercom call:
 - 1. Depress the DIAL pickup button.
 - · The ICOM DIAL lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - Dial the single-digit code that corresponds to the desired party.
 - Ringback tone is heard.
 - When the called party answers, you may begin to talk.
- b. To answer an Executive Intercom call:
 - Your ICOM DIAL lamp flashes and you receive three-burst alerting tone.
 - 2. Depress the DIAL pickup button.
 - · The ICOM lamp lights steadily.
 - 3. Pick up the handset.
 - · Three-burst alerting tone ceases.
 - You are connected to the calling party.
 - 4. You may begin to talk.

SECTION 12.00 PRIVACY FEATURES

12.01 Executive Override. This feature allows you, upon encountering busy tone, to enter into the existing conversation for the intended purpose of announcing a high priority or emergency call. Before the override occurs, a warning tone is heard by the two conversing parties, alerting them of the impending override.

- To override a busy call using the Executive Override feature button:
 - While listening to busy tone, depress the feature button.



- Executive Override tone is heard, followed by the connection to the existing conversation.
- OVER RIDE lamp lights steadily.
- 2. You may begin to talk.

NOTE: The Busy Override injection tone is heard repeatedly every 8 to 20 seconds after overriding a call in progress.

- b. To override a busy call using the Executive Override feature access code:
 - While listening to busy tone, or special ringback tone, depress the section feature button.
 - · Recall dial tone is heard.
 - 2. Dial the Executive Override feature access code.
 - Executive Override tone is heard, followed by the connection to the existing conversation.

NOTE: Reorder tone is heard if the connection is denied (e.g., the telephone is assigned Data Line Security or Executive Override Security.

3. You may begin to talk.

NOTE: The Busy Override injection tone is heard repeatedly every 8 to 20 seconds after overriding a call in progress.

12.02 Executive Override – Automatic. This feature allows you to camp-on to a busy extension and automatically break into the existing conversation if the called party does not answer your waiting call within a predetermined period of time.

- a. To activate Executive Override Automatic:
 - While listening to busy tone or special ringback tone, wait for the called party to answer.
 - If the called party does not answer your waiting call within a predetermined time, the override occurs automatically.
 - Executive Override tone is heard followed by the connection to the existing conversation.
- 3. You may begin to talk.

NOTE: The Busy Override injection tone is heard repeatedly every 8 to 20 seconds after overriding a call in progress.

12.03 Do Not Disturb. This feature allows you to make your JR-DŶAD busy to all incoming calls whenever you desire not to be disturbed.

Activation of Do Not Disturb by using the DND feature button will "busy out" your prime line extension only. For all non-prime lines appearing on your JR-DYAD, incoming calls will cause the lamp of the associated line pickup button to flash; however, alerting tone will be inhibited.

Activation of Do Not Disturb can be performed on any line appearing at your JR-DYAD (including your prime line) by dialing the Do Not Disturb feature activation code, if allowed by the line's class of service.

To activate Do Not Disturb using the DND feature button:

- a. To make your JR-DYAD busy to incoming calls:
 - Depress the DND feature button. (The button may be depressed while you're busy on a call or when the JR-DYAD is idle.)
 - DND lamp lights steadily indicating that the Do Not Disturb feature is activated.
 - 2. Hang up, if off-hook.

You can originate calls while Do Not Disturb is in effect; however, other calls cannot wait on the associated line. Intercom calls are not affected by activation of the feature. Messages may also wait at your JR-DYAD.

Each time you pick up the handset, recall dial tone is heard as a reminder that your JR-DYAD has Do Not Disturb activated.

- b. To reestablish normal operation of your JR-DYAD:
 - 1. Depress the DND feature button. (The button may be depressed while you're busy on a call or when the JR-DYAD is idle.)
 - DND lamp extinguishes indicating that the Do Not Disturb feature is deactivated.
 - 2. Hang up, if off-hook.

To activate Do Not Disturb using the Do Not Disturb feature access code:

- a. To make your JR-DYAD busy to incoming calls:
 - Select and depress the appropriate line pickup button.
 - · Line pickup button lamp lights steadily.
- 2. Pick up the handset.

- · Dial tone is heard.
- 3. Dial the Do Not Disturb feature activation code.
 - Confirmation tone is heard.
 - Your JR-DYAD is now made busy to incoming calls on the prime line only. Audible tone alerting will be inhibited on all other lines appearing on your JR-DYAD.
- 4. Hang up.

You can originate calls while Do Not Disturb is in effect; however, other calls cannot wait on the associated line. Intercom calls are not affected by activation of the feature. Messages may also wait at your JR-DYAD.

Each time you pick up the handset, recall dial tone is heard as a reminder that your JR-DYAD has Do Not Disturb activated.

- b. To reestablish normal operation of your JR-DYAD:
 - 1. Pick up the handset.
 - Recall dial tone is heard indicating Do Not Disturb is in effect.
 - 2. Dial the Do Not Disturb cancellation code.
 - Confirmation tone is heard indicating cancellation of the Do Not Disturb feature.
 - 3. Hang up.

12.04 Call Privacy. Activation of the Call Privacy feature on a specific line prevents all other parties from bridging on that line. This feature may be assigned to your JR-DYAD on an automatic activating and manual activating basis. If your JR-DYAD is assigned the automatic activating option, each time you receive or place a call, Call Privacy is automatically activated.

For JR-DYADs assigned the automatic activation option:

a. To deactivate Call Privacy:

While in an established conversation, depress the $${\over}${}_{\rm PRIV}$$ feature button.

 PRIV lamp extinguishes indicating Call Privacy is deactivated. (The PRIV lamp remains extinguished until the call is disconnected.)

A third party can now bridge on the line by depressing the associated line pickup button.

Call Privacy may be reactivated by depressing the PRIV feature button.

For JR-DYADs assigned the manual activation option:

a. To activate Call Privacy:

Depress the PRIV feature button. (The button can be depressed while you're busy on a call or when the JR-DYAD is idle.)

PRIV lamp lights steadily, indicating Call Privacy is active.

NOTE: Any party attempting to bridge on the line receives busy tone. If a party has already bridged on the line, the bridged party is disconnected from the call and busy tone is heard.

b. To deactivate Call Privacy:

Depress the PRIV feature button. (The button can be depressed while you're busy on a call or when the JR-DYAD is idle.)

PRIV lamp extinguishes, indicating Call Privacy is deactivated.

12.05 Station Ringer Cutoff. This feature allows you to disable the audible alerting device in your JR-DYAD. When disabled, the only indication that you receive of an alerting call is the pickup button's flashing lamp.

a. To disable the audible alert tone:

Depress the RINGER feature button, at any time.

- RINGER OFF lamp lights steadily.
- b. To enable the audible alert tone:

Depress the RINGER feature button, at any time.

· RINGER OFF lamp extinguishes.

SECTION 13.00 SPEED CALLING FEATURES

13.01 Saved Number Redial. This feature allows you to store, into system memory, a telephone number that you have just dialed by depressing a feature button and have this number automatically redialed at a later time by depressing the same feature button. Only one number can be stored at a time from your JR-DYAD.

a. To store a number:

Upon dialing a do-not-answer (ringback tone is heard) or busy (busy tone is heard) number, or while established in conversation with a called party, depress the SAVE feature button to store the just-dialed number.

- SAVE NO lamp lights steadily.
- After you hang up, the SAVE NO lamp extinguishes; however, the number is stored in memory.

NOTE: The number is saved regardless of whether the called party answers or is busy.

- b. To initiate a call to the party associated with the stored number:
 - Select and depress the appropriate line pickup button.
 - The associated line pickup lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - 3. Depress the $\begin{bmatrix} SAVE \\ NO \end{bmatrix}$ feature button.
 - SAVE NO lamp lights steadily during system dialing, then extinguishes.
 - Ringback tone is heard.
 - When the called party answers, you may begin to talk.

13.02 Speed Calling – Individual. This feature allows you to establish a personal speed call list of up to 10 frequently-called telephone numbers. Each number (up to a maximum of 18 digits and internal or external to the SATURN System) is assigned a one-digit code (0 to 9) and programmed into SATURN memory from your telephone.

- a. To store or change speed calling numbers:
 - 1. Pick up the handset.
 - · Dial tone is heard.
 - 2. Dial the Speed Calling store/change code.
 - Dial the Speed Call code (0 to 9) for the number to be stored or changed.
 - Dial the desired telephone number corresponding to the speed calling code. Be sure to enter the complete number including any prefix digits (e.g., 9-1-800-342-8300).
 - Confirmation tone is heard.

NOTES: After dialing the telephone number, you can expedite receiving confirmation tone by depressing the # kev.

The destination may be a number that requires supplemental dialing.

- 5. Hang up.
- b. To place a Speed Call:
 - Select and depress the appropriate line pickup button.
 - · The associated line pickup lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - 3. Depress the SPEED feature button or dial the Speed Calling Individual feature access code.
 - · SPEED IND lamp lights steadily.
 - Dial the one-digit speed calling code corresponding to the desired telephone destination number.
 - · SPEED IND lamp extinguishes.
 - When the called party answers, you may begin to talk.

13.03 Speed Calling – Group. This feature allows you to place speed calls to frequently-called destinations. The destination numbers (normally outside telephone numbers) are stored in SATURN EPABX memory, along with a two-digit code associated with each number. These codes are normally listed in your company's telephone directory.

- a. To place a speed call:
 - Select and depress the appropriate line pickup button.
 - · The associated line pickup lamp lights steadily.
 - 2. Pick up the handset.
 - Dial tone is heard.
 - Depress the SPEED feature button or dial the Speed Calling Group feature access code.
 - · SPEED GRP lamp lights steadily.

NOTE: In SATURN Systems using only one speed calling group, the SPEED SYSTEM feature button is used.

- Dial the two-digit code corresponding to the desired telephone number.
 - SPEED GRP lamp extinguishes after system dialing.
 - · Ringback tone is heard.
- 5. When the called party answers, you may begin to talk.

SECTION 14.00 ADDITIONAL FEATURES

14.01 Least Cost Routing. The Least Cost Routing (LCR) feature is used in some SATURN EPABX Systems to route outgoing (trunk) calls over the least costly route available at the time of call placement.

- a. To place an outside call:
 - Select and depress the appropriate line pickup button.
 - · Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - Dial the LCR access code. (Optional for some systems.)
 - · Dial tone is heard.
 - 4. Dial the outside destination number.
 - Confirmation tone (three bursts of tone) is heard, indicating that the dialed number has been accepted and a route has been found.
 - The SATURN System then dials the destination number. Ringback tone is heard if the destination number is idle. Busy tone is heard if the destination number is busy.

NOTES: If route advance tone (one short burst of tone) is heard immediately after dialing the destination number, wait until you hear confirmation tone. Route advance tone indicates that the SATURN System has accepted the dialed number and is searching for an idle route. Additional route advance tones may be heard as the SATURN System searches for alternate routes to your destination.

If expensive facility tone (one long burst of tone) is heard, the SATURN System has found a more expensive route. If you desire not to place the call via a more expensive route, hang up.

If a route is not found within a preset period of time, the SATURN System provides a steady burst of low tone (if Callback Queuing is assigned) to indicate that Callback Queuing has been invoked. Callback Queuing allows you to hang up and be called back (three bursts of alerting tone is heard) when a route becomes available.

To answer the callback, pick up the handset, listen for confirmation tone followed by ringback tone. When the called party answers, you may begin to talk.

If you do not answer the callback attempt within approximately 18 seconds, the callback is temporarily cancelled. Additional callbacks (maximum of nine) will be attempted by the system every five minutes.

When the called party answers, you may begin to talk.

- b. To cancel callback queuing:
 - 1. Pick up the handset.
 - Dial tone is heard.
 - 2. Dial the automatic callback cancellation code.
 - Confirmation tone is heard indicating the cancellation of the callback.
 - 3. Hang up.

14.02 SMDR Account Codes. Account codes are used with Station Message Detail Recording (SMDR) or preselected incoming and outgoing trunk calls. Two types of account codes are used: standard (or default) account codes and special account codes. Default account codes are assigned to stations and trunks and are automatically activated when you originate or receive a call over one of these groups. Special account codes must be entered from your telephone to complete an otherwise restricted outgoing call.

- After dialing a trunk access code (e.g., "9" for outside) or an LCR access code, if you hear recall dial tone, enter a valid account code.
 - · Dial tone is heard.

NOTE: The account code must be entered within a preset period of time or else the trunk is released and reorder tone is heard.

 b. Complete the call by dialing the desired destination number. (Do not redial the trunk.)

14.03 I-Use Indication. For JR-DYADs provided with multiple lines, this feature is useful in determining which line the user is presently using when other lines and features are in

To activate, depress the FUSE feature button.

All button lamps momentarily go dark for approximately 1½ seconds with the exception of the lamp corresponding to the line which you are using.

14.04 Call Tracing. This feature allows you to have a connected call's data recorded on the SMDR printer. The SMDR printer prints out the calling party's extension number (if an internal call) or the incoming trunk and trunk group number (if an external call), the called number, the date and time of the call, and a special character on the SMDR report that the call was traced.

- a. To trace a call:
 - 1. While connected to a call, depress the button.
 - Recall dial tone is heard.
 - The call is placed on Consultation Hold.
 - 2. Dial the Call Tracing feature access code.

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- Confirmation tone is heard indicating the call's data has been recorded.
- · You are automatically reconnected to the call.

NOTE: Reorder tone is heard if your phone is not allowed to activate this feature.

3. Hang up or continue talking to the other party.

14.05 Message Waiting. This feature allows you to send a message waiting indication to a party at another extension. This feature also provides a means for you to respond to a received message or cancel a sent message.

- To activate Message Waiting after dialing a do-notanswer or busy extension:
 - While listening to ringback tone or busy tone, depress the SET feature button or depress the start button and dial the message set activation code.
 - MSG SET lamp lights momentarily, then extinguishes.
 - Confirmation tone is heard.
 - Message waiting indication is provided at the called telephone.

NOTES: If the called telephone is unable to accept any more messages (maximum of four), busy tone is heard.

If the called telephone does not have the capability to receive message waiting indications, reorder tone is heard.

- 2. Hang up.
- To activate Message Waiting without first attempting to call the other party:
 - Select and depress the appropriate line pickup button.
 - · Line pickup lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - Depress the MSG SET feature button or dial the message waiting activation code.
 - · MSG SET lamp lights steadily.
 - Dial the extension number of the party to whom you wish to leave a message waiting indication.
 - · Confirmation tone is heard.

NOTES: If the called telephone is unable to accept any more messages (maximum of four), busy tone is heard.

If the called telephone does not have the capability to receive message waiting indications, reorder tone is heard.

Hang up.

- MSG SET lamp extinguishes.
- c. To respond to a message waiting at your JR-DYAD:
 - 1. The MSG CALL BK lamp flashes.
 - 2. Select and depress the prime line pickup button.
 - · Line pickup lamp lights steadily.
 - 3. Pick up the handset.
 - · Dial tone is heard.
 - Depress the CALL BK feature button or dial the Message Waiting Automatic Callback access code.
 - The SATURN System automatically dials the extension number of the party that sent the message.
 - · Ringback tone is heard.

NOTE: If busy tone is heard, the extension is busy; try initiating the callback at a later time.

- d. To cancel a message you sent to another telephone:
 - Select and depress the appropriate line pickup button.
 - · Line pickup button lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - Dial the Message Waiting Sent cancellation code, or depress the MSG CANCEL feature button.
 - MSG CANCEL lamp lights steadily.
 - Dial the extension number to which the message was sent.
 - · MSG CANCEL lamp extinguishes.
 - · Confirmation tone is heard.

NOTE: Reorder tone is heard instead of confirmation tone if an invalid access code is dialed or the message was already cancelled at the called telephone.

- 5. Hang up.
- e. To cancel a message that is waiting at your JR-DYAD:
 - Depress the CANCEL feature button or dial the Message Waiting – Received cancellation code.
 - MSG CALL BK lamp extinguishes if no other messages exist.

14.06 Stop Hunt. This feature allows a sequential hunt group to be temporarily reduced in size. This feature also allows a UCD member to be temporarily removed from a UCD hunt group.

- a. For sequential hunt groups.
 - 1. To shorten the sequential hunt group:

- a) Dial the Stop Hunt activation code from the extension in the hunt group at which all succeeding extensions are to be excluded from the hunting list. For example: if the hunt sequence includes extensions 234-235-236-237-238-239 and you want to exclude extensions 238 and 239, dial the Stop Hunt access code from extension 237
 - Confirmation tone is heard indicating the successful activation of the Stop Hunt feature.
- b) Hang up.
- 2. To return the hunt group to full size:
 - Dial the Stop Hunt Cancellation code from the extension that activated Stop Hunt.
 - Confirmation tone is heard indicating the successful cancellation of the Stop Hunt feature.
 - b) Hang up.
- b. For UCD hunt groups.
 - 1. To remove a member from a UCD hunt group:
 - a) Dial the Stop Hunt activation code from the extension to be removed from the UCD hunt group.
 - Confirmation tone is heard indicating the successful activation of the Stop Hunt feature.
 - b) Hang up.
 - 2. To add a member back to a UCD hunt group:
 - Dial the Stop Hunt Cancellation code from the extension that was previously removed from the hunt group.
 - Confirmation tone is heard indicating the successful cancellation of the Stop Hunt feature.
 - b) Hang up.

14.07 Mobile Authorization Codes. This feature allows you to place a call from a telephone that otherwise would be restricted by its class of service. An authorization code, which is assigned to a class of service with its own restrictions, must be dialed.

- a. To override a call restriction:
 - Select and depress the appropriate line pickup button.
 - · Line pickup lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - 3. Dial the mobile authorization access code.
 - 4. Dial an authorization code.
 - Recall dial tone is heard indicating that the class of service assigned to the dialed authorization code is now in effect.

NOTE: Intercept tone is heard if an invalid authorization code is dialed.

5. Place the call previously restricted.

NOTE: If you are still restricted from placing the call, the class of service assigned to the dialed authorization code may not allow it.

After you have completed the call and hang up, the class of service defined by the authorization code is removed and the telephone's original class of service is in effect.

14.08 Universal Night Answer – Zoned. This feature allows you to answer incoming calls ringing the night bell(s) when the SATURN EPABX System is in the night service mode.

- a. To answer an incoming call:
 - 1. You hear the night bell(s) ringing.
 - Select and depress the appropriate line pickup button.
 - Line pickup lamp lights steadily.
 - 3. Pick up the handset.
 - Dial tone is heard.
 - 4. Depress the UNA feature button or dial the appropriate Universal Night Answer access code.
 - A talking connection is established between you and the incoming party.

NOTES: If reorder tone is heard, the night call already has been answered. If intercept tone is heard, you are not allowed to answer incoming night calls from your JR-DYAD.

In some SATURN Systems, multiple night answering zones are provided. In these systems, depress the associated UNA ZONE feature button or dial the associated Universal Night Answering – Zoned access code (1 to 4).

5. You may begin to talk.

14.09 Voice Paging Access – Zoned and Area. This feature allows you to page another party over the loudspeaker system.

- a. To page a party:
 - Select and depress the appropriate line pickup button.
 - · Line pickup lamp lights steadily.
 - 2. Pick up the handset.
 - · Dial tone is heard.
 - Depress the PAGE feature button or dial the associated Voice Paging access code.

NOTE: In some SATURN Systems, multiple Voice Paging zones are provided. In these systems, depress the associated PAGE ZONE feature button or dial the associated Universal Night Answer - Zoned access code (1 to 4).

Table 14.00 Feature Access Codes and Button Labels

FEATURE	ACCESS CODE	BUTTON LABEL
OLD FEATURES		
IOLD FEATORES		
Consultation Hold	none .	Xfer Conf
Call Hold		PARK PRIV
Call Hold – Flip-Flop (Broker)		SPLIT
Call Park		none
Manual Hold	none	Hold
Exclusive Hold	none	HOLD EXCEL
CALL TRANSFER FEATURES		
Call Transfer	none	Xfer Conf
Call Transfer to Attendant	none	XFER "0"
Call Hallstel to Atterioant	HOHE	ALLI U
CONFERENCE FEATURES		
Add-On Conference	none	Xfer Conf
Bridge Call	none	(Note 1)
Meet-Me Conference	nono	MEET ME
Station Controlled Conference		
To access conference		none
To remove any conferee		none
To remove last conferee		none
CALL FORWARDING FEATURES		
Call Forwarding - All Calls		
To activate		FWD ALL
To cancel		FWD ALL
To activate		none
To cancel		none
To activate		FWD BUSY
To cancel		FWD BUSY
Call Forwarding – No Answer		
To activate		FWD NO ANS
To cancel		FWD NO ANS
Call Forwarding - Secretarial		
To activate		FWD TO
		FWD TO
To cancel		none
To cancel	none	FWD FORCE

Table 14.00 Feature Access Codes and Button Labels (Continued)

FEATURE	ACCESS CODE	BUTTON LABEL
CALL QUEUING FEATURES		
Internal Call Queuing – Callback To cancel callback		none
Internal Call Queuing – Standby	none	none none
Outgoing Call Queuing - Callback	none	Tione
To cancel callback		none
Outgoing Call Queuing – Standby	none _	none
CALL PICKUP FEATURES		
Call Biolaun Directed		DICKUD DID
Call Pickup – Directed		PICKUP DIR Group Pickup
Can Tickup - Group		Gloup Fickup
DIRECT ACCESS FEATURES		
Direct Station Selection		(Note 2)
Direct Trunk Group Selection		(Note 2)
Direct Trunk Selection		(Note 2)
Direct Destination Selection	none	DIAL
INTERCOM FEATURES Automatic Intercom	none	ICOM
Executive Intercom	none	ICOM DIAL
PRIVACY FEATURES		
Executive Override		OVER RIDE
Executive Override – Automatic	none	none
Do Not Disturb		
To activate		DND
To cancel		DND
Call Privacy	none	PRIV
Station Ringer Cutoff	none	RINGER OFF
SPEED CALLING FEATURES		
Last Number Redial	none	 Redial
Saved Number Redial	none	SAVE NO.
Speed Dialing		
To store or change	none	Store
	none	Speed Dial

Table 14.00 Feature Access Codes and Button Labels (Continued)

FEATURE	ACCESS CODE	BUTTON LABEL
SPEED CALLING FEATURES (Continued)		
SPEED CALLING FEATORES (Collinded)		
Speed Calling - Individual		
To store or change	·	none
To place a call		SPEED IND
Speed Calling - Group		
Group 1		SPEED GRP 1
Group 2		SPEED GRP 2
Group 3		SPEED GRP 3
Group 4		SPEED GRP 4
SPECIAL CALLING FEATURES		
On-Hook Dialing	none	On Hook Dial
ADDITIONAL FEATURES	, 10 <u> </u>	
Least Cost Routing		
To access		none
To cancel caliback		none
I-Use Indication	none	I-USE
SMDR Account Codes	(Note 3)	none
Call Tracing		none
Message Waiting		
To activate		MSG SET
To respond		MSG CALL BK
To cancel sent message		none
To cancel received message		MSG CANCEL
Mobile Authorization Codes		none
Stop Hunt		
To activate To cancel		none
Universal Night Answer		none
All zones		UNA
Zone 1		UNA ZONE 1
Zone 2		UNA ZONE 2
Zone 3		UNA ZONE 3
Zone 4		UNA ZONE 4
Voice Paging Access		
Zone 1	· .	PAGE ZONE 1
Zone 2		PAGE ZONE 2
Zone 3		PAGE ZONE 3
Zone 4		PAGE ZONE 4
Zone Combination		PAGE
On-Hook Dialing Release,		
on/off-hook for headset use	none	Hang Up

14-6 (6 pages)