Analogue terminal

Alcatel OmniPCX Office



ARCHITECTS OF AN INTERNET WORLD

How to use this guide ?

Keypad



Numeric keypad.



Specific key on numeric keypad.



OR

AND/OR

Other symbols used

Alternative to action sequence.

Important informations

All default or customized function codes are given in the table of codes in the appended sheet.



This guide describes the utilisation of Q23 DTMF terminals. If you have a decimal telephone, dial the indicated code directly, ignoring the 'R' indication.



Analog telephones with decimal dialling : To confirm a selection, press '9' (even if the voice guide proposes '#').

Contents





During your communication p.6 Making a second call. Releasing the second call. Receiving a second call. Transferring a call. Switching between calls (broker call). Three-way conference (conference).





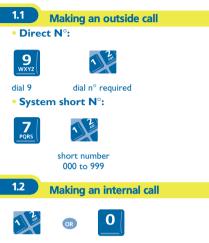
5.

Your telephone fits your needs p.13

Initializing your voice mailbox. Customising your voice greeting. Personal assistant : reaching you with one number only. Modifying your personal code. Helping the operator station answer calls.

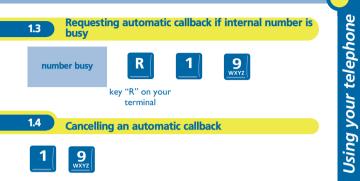


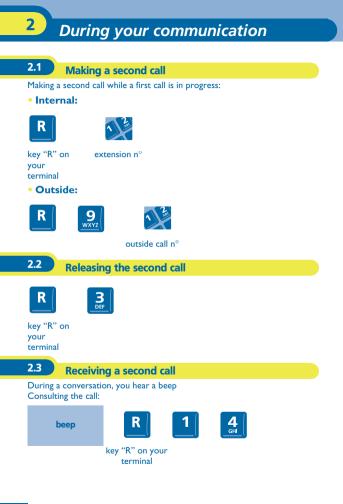
1 Using your telephone



extension n°

operator







Transferring a call

• During a conversation:







key "R" on your terminal

n° of extension receiving transfer



Switching between calls (broker call)

While in conversation, a second call is on hold:



key "R" on your terminal

2.6

Three-way conference (conference)

While in conversation, a second call is on hold:

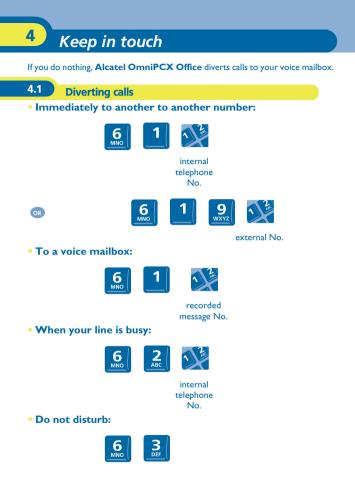


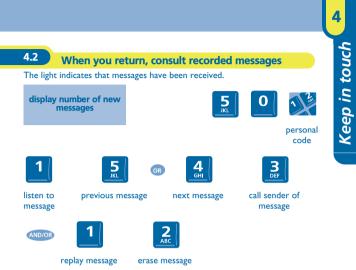
key "R" on your terminal

2









4.3 When you return, cancel all diversions



4.4 Activate/disable the personal assistant



personal assistant



to activate

personal assistant

4

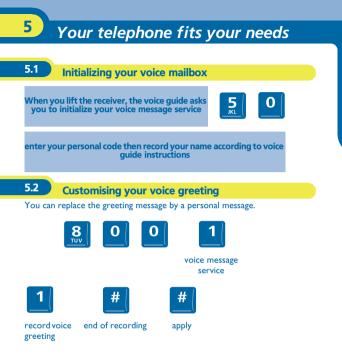


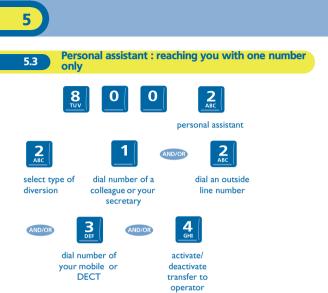




to deactivate personal assistant

apply





5



Modifying your personal code

Your personal code is used to access your voice mailbox and to lock your telephone.









options

personal code



5.5





old code (4 digits).

new code (4 digits)



As long as your voice mailbox has not been initialized, personal code is 1515.

Helping the operator station answer calls





• To deactivate:



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