

Programming System Speed Dial (Falcon Keysets)

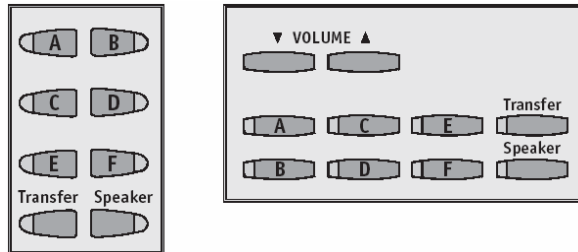
1. Enter program mode:
 Press Transfer
 Dial 200
 Enter Passcode: (See System Administrator)
 Press 1
 Press Speaker
 Dial 705

By default there are 200 system speed dial bins per system, the speed dial bins start at 500.

2. Enter the speed dial bin # that is to be programmed 500 – 699
3. A “9” must always be placed in front of the number being entered.
 Example: 9-3039224708
4. After entering the telephone # press the right soft-key to save number.
5. If more numbers need to be entered, repeat steps 2 thru 4 until all numbers have been entered.
6. Press Transfer to exit programming

If it is necessary to enter a FLASH or a PAUSE in the # being programmed use the illustration:

B = FLASH
 C = PAUSE



If it is desired, a name can be associated with a speed dial number:

1. With handset on hook, dial Transfer 106
2. Enter speed dial bin # to add a name to 500 – 699
3. Use the table to the right to enter a name, use arrow keys to move cursor left and right. To clear name and start over, press Hold.
4. When finished press the right soft-key to save name.
5. If more names need to be entered, repeat steps 2 thru 4 until all names have been entered.
6. Press Transfer to exit programming.

| Count | 1 | 2 | 3 | 4 | 5 |
|--------|-------|---|---|----|---|
| Dial 0 | Q | Z | . |) | 0 |
| Dial 1 | space | ? | , | ! | 1 |
| Dial 2 | A | B | C | @ | 2 |
| Dial 3 | D | E | F | # | 3 |
| Dial 4 | G | H | I | \$ | 4 |
| Dial 5 | J | K | L | % | 5 |
| Dial 6 | M | N | P | ^ | 6 |
| Dial 7 | P | R | S | & | 7 |
| Dial 8 | T | U | V | * | 8 |
| Dial 9 | W | X | Y | (| 9 |
| Dial * | : | = | [|] | * |