

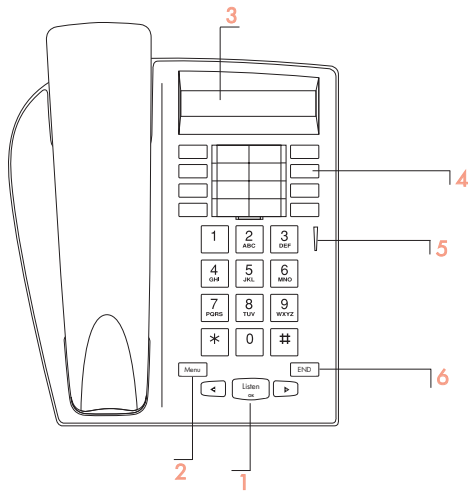
*Easy*  
REFLEXES

Alcatel OmniPCX 4400



ALC▲TEL

## GETTING TO KNOW YOUR TERMINAL



### 1 Audio keys


To reduce  
station speaker or  
handset volume

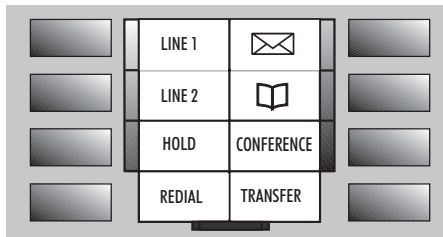
**Listen OK :**  
to share a conversation


To increase  
station speaker or  
handset volume



### 2 **Menu** key - used to program your terminal.

- 3 Display** - one line display offers access to several pages of call information.
- 4 Keys and Corresponding LEDs** - these keys ( symbol:  ) are either line keys or function keys, and have corresponding LEDs.










- 5 Light** - indicates messages or callback requests.
- 6  key** - used to terminate a call or programming.

### LED - CALL AND FUNCTION INDICATION:

LED is flashing:  
Incoming call.  
Call on hold.

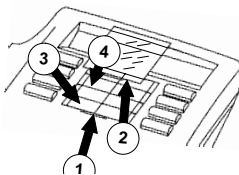
LED is solid:  
Call in progress.  
Call on common hold.

## PRE-PROGRAMMED KEYS - are used to:

	:	access a line, enter a feature code while in conversation
	:	access the various message services
	:	call using your personal directory
	:	put a call on hold
	:	talk with two other people at the same time (3-way conference call)
	:	redial the last number dialed
	:	transfer a call to another terminal

## INSTALLING THE LABEL ON THE TERMINAL:







A printed label is supplied with the terminal. This should be installed between the rows of keys.



- ① Insert a flat blade into the slot.
- ② Raise the cover.
- ③ Slide the printed label into position.
- ④ Replace the cover.

## EASE OF USE (setting up)

### ADJUSTING DISPLAY VIEWING ANGLE:







   OR   

Enter code for the "Display - adjustment" feature.

Press key ( + ) or ( - ) to adjust visibility.

Press END

### SELECTING RINGER MELODY AND ADJUSTING VOLUME:












   OR   






Press key to select a melody (16 choices).

Press key ( + ) or ( - ) to adjust volume.

Press END.


### PROGRAMMING YOUR PERSONAL DIRECTORY:

No. to be entered

Select the key you want to program:  
( 1-9, \*, 0, or # )

 END

### Personal directory numbers




0	4	8
1	5	9
2	6	*
3	7	#

## YOUR CALLS (making a telephone call)

### • To start a call



   OR

Dial your call - lift the handset.





Lift the handset, then dial...

### • To terminate a call

 OR 

Hang up Press END

### MAKING AN EXTERNAL CALL




Press 9 Dial the number required. The number dialed is displayed.

### MAKING AN INTERNAL CALL

Dial the number required. Name of person you have called is displayed.

### CALLING USING YOUR PERSONAL DIRECTORY



Press key. Enter personal 'Speed dial' No.

### CALLING USING THE SYSTEM DIRECTORY



Enter system 'Speed dial' No.

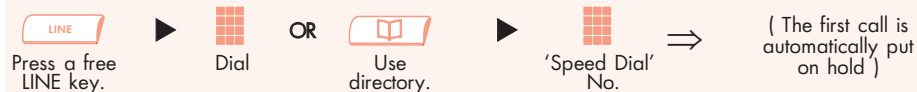
### REDIALING THE LAST NUMBER DIALED (redial)

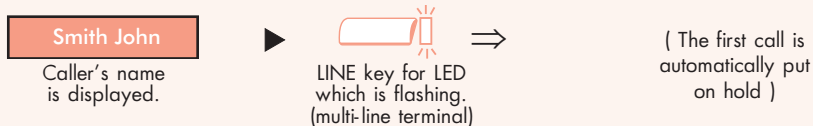
Press REDIAL. The number dialed is displayed.

## YOUR CALLS (handling several calls)

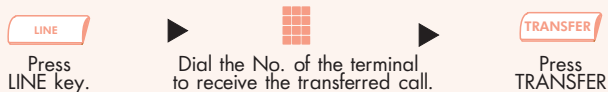
### CALLING ANOTHER NUMBER DURING A CALL



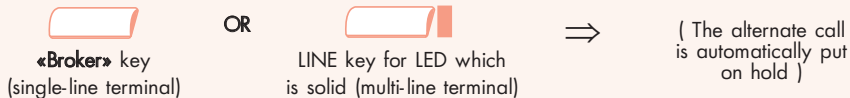
### ACCEPTING A SECOND CALL



### TRANSFERRING A CALL

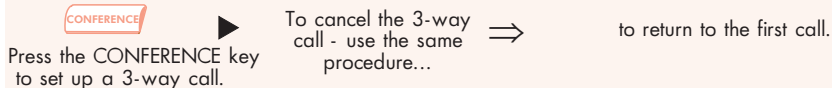


### SWITCHING BETWEEN ONE CALL AND ANOTHER (Broker)



### THREE-WAY CONFERENCE

When in conversation with one party, and another call is on hold, you can:




## IN YOUR ABSENCE

### FORWARDING YOUR CALLS TO ANOTHER NUMBER (Forwarding - immediate)

 Enter the code for the **«Forwarding - immediate»** feature.



 Dial the No. of the terminal receiving the forwarded call.



( Forwarding is acknowledged on the display )




**END**



System acknowledges forwarding and displays the number receiving the forward.

### FORWARDING YOUR CALLS TO A VOICE MESSAGE SYSTEM

 Enter code for type of forwarding.



 Enter the No. for the voice message service.



**END**

Press END.

### CHECKING YOUR MESSAGES

Light and corresponding LED  indicate messages are waiting for you:

- **Callback (to answer callback requests left on your station)**



Press key.



**Listen**  
OK

Press *Listen* OK (two times) to display xx Msg Callbk.



**Listen**  
OK



Displays shows first number to be called back.



**Listen**  
OK

Press to call back.

- **Voice (to answer voice mail)**



Press key.



**Listen**  
OK

Press *Listen* OK to display xx Msg Voice.



**Listen**  
OK



Follow voice guide instructions.



## OTHER FEATURES

### CANCELLING FORWARDING FROM YOUR TERMINAL



Enter the code for the «Forwarding - cancel» feature.



END

### REQUESTING CALLBACK

Your party does not reply or number is busy.



Enter the code for «Callback- set request» feature.

END

### PROGRAMMING A FUNCTION ON AN UNASSIGNED KEY\*

The list of programmable functions is given in your User guide.

Menu



2  
ARC



1



Enter code or selected number.

( OR  )

To scroll through available features



Listen  
OK



Unassigned programmable key



END

\*if available in your configuration.

Name: ..... Tel. No.: .....  
Fax No.: ..... Mobile No.: .....  
Email address: ..... PWT No.: .....

Quick guide - Ref. 3AK 19526 USAB Ed. 01

For information regarding compliance, please refer to the corresponding user guide.  
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