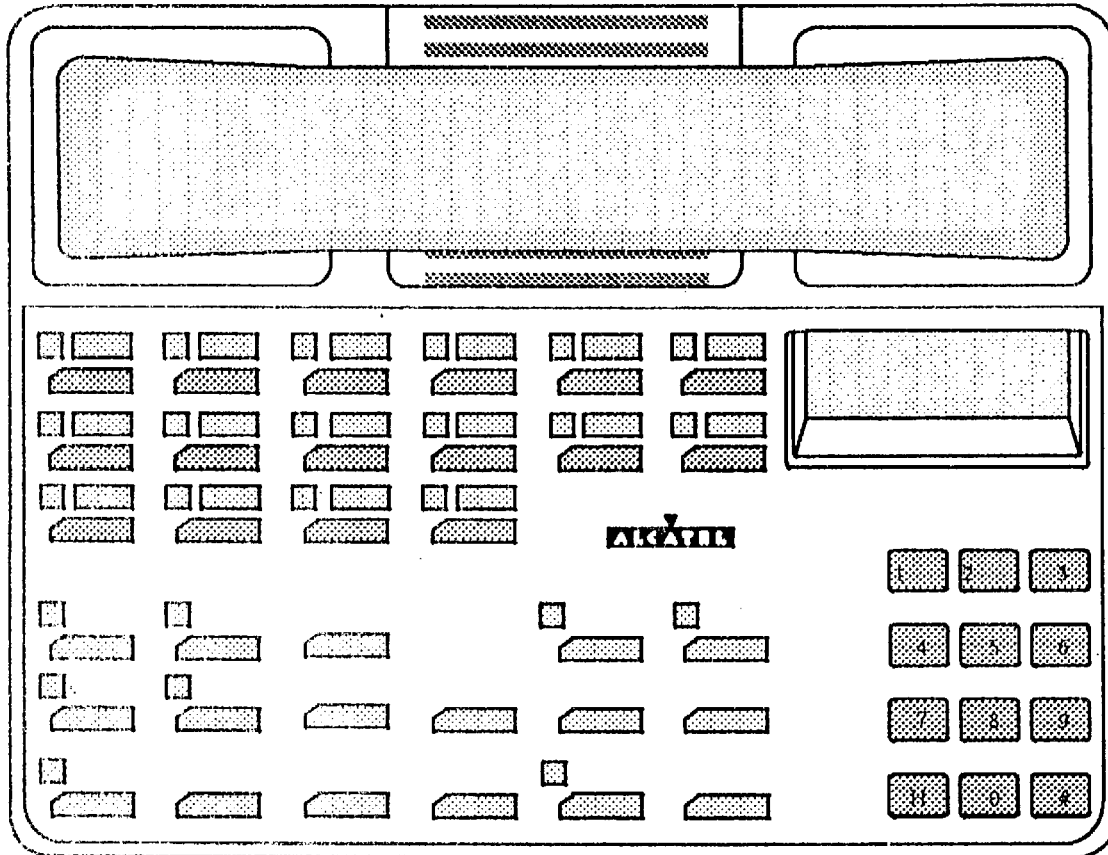


# T1600

## USER BOOKLET

### T160

---



1  
**USER BOOKLET**

This document will give you all the elements you need to use your T160 keyphone when it is connected to a T1600 X system.


You may find the required information by means of :

- the pictures of the keyphone
- the table of contents
- the alphabetical index

All the instructions are given in HANDS FREE mode i.e. without lifting your handset by pressing the  key.

You may lift the handset whenever you wish.

User guide of Mr / Mrs / Ms .....
Extension number : .....

<b>Symbols used :</b>   Press or dial  "♪" Tone or bleep	<b>Your system numbering plan is of the :</b>  Default 2-digit type <input type="checkbox"/> Default 3-digit type <input type="checkbox"/> Other type <input type="checkbox"/>
---------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**Warning :**

Do not replace your keyphone by a different type as you will loose your programming.

# YOUR T160

Programmable line and function keys p. 68

2

3

Loudspeaker

Display

Keypad

Internal p. 11, 23, 35, 95

Last number p. 17, 95

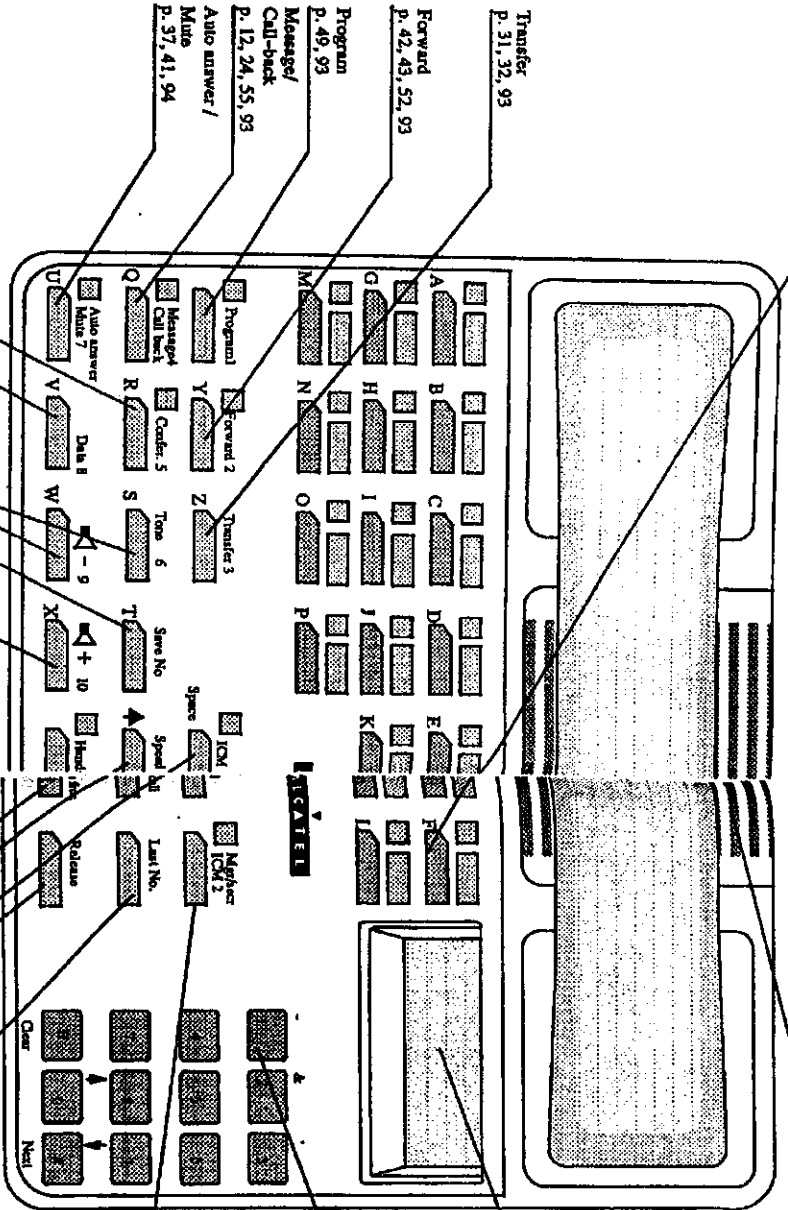
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Monitor p. 36

Save No p. 18, 95

500789 EA. 03



Transfer p. 31, 32, 93

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Auto answer/Mute p. 37, 41, 94

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Save No p. 18, 95

500789 EA. 03

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Hard-free p. 36, 95

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Last number p. 17, 95

500789 EA. 03

500789 EA. 03

4  
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To make a call

Internal call(s)

SIMPLE CALL

To make a call you can use one of the three processes explained below.



Direct call

Called ext. hh : mm

Key programmed to call extension directly (see page 64)

OR



ICM 1

or Mgr/Secr ICM 2



Called ext. hh : mm

OR



Lift the handset or



Hands-free



Called extension number

Called ext. hh : mm

GROUP CALL

You can ring at the same time the extensions belonging to a parallel group or ring the first free extension in a sequential group. (See p. 93 and 94)



Hands-free



Number of the required group

Group number

When an extension of the group answers

Answering extension

To make a call

Internal call(s)

CALL-BACK ON NO ANSWER

If the called extension is a T160 and it does not answer, you can leave a message requesting they call you back.

The called extension does not answer



Message Call-back

Your extension is free again

Called ext. hh : mm

Date and time

CALL-BACK WHEN FREE

If the called extension is busy, you can leave a call-back when free request.

The called extension is busy

Called ext. wait

Date and time

Recall XXXX

XXX : extension on which you left the call back request

hh : mm



Message Call-back

As soon as the extension is free, your extension is rung



Hands-free

The called extension is rung

To make a call

Internal call(s)

GENERAL BROADCAST CALL

This service enables an authorized user to broadcast a message (without response) to all the keyphones.



Hands-free



\*

You can speak for 20 seconds



Release

\* Broadcast

Date and time

GROUP BROADCAST CALL

This service enables you to broadcast a message (without response) to the pre-programmed group to which you belong.



Hands-free



6 2 to 6 9  
or  
8 6 to 8 9

You can speak for 20 seconds



Release

Group number

Date and time



To make a call

Internal call(s)

PAGING

This optional service uses pocket pagers and enables an authorized extension to inform an absent person that somebody is trying to contact him/her.

**PAGING ACTIVATION**

**From a free extension.**



Paging line key



Hands-free



8 4

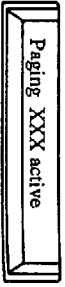


AND

Required extension XXXX



Release



To make a call

Internal call(s)

PAGING  
(continuation)

**If you have rung an extension and you get no answer.**



Paging line key or  
Key programmed for this purpose  
or

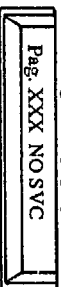


8 4

If the extension already has paging call :



XXX : Extension which gets the paging call



If the extension is unknown or the called person has no pager :

If the paging call is successful :



Release

OR :  
To transfer a call on hold to the extension (see page 27)

**ANSWER A PAGING CALL**

From any extension of the installation within a limited duration.

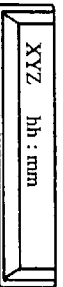


Hands-free



8 5

Your own extension number XXXX



XYZ : extension where the paging call was initiated.

You ring the extension which paged you OR if the call has been transferred to you then you are connected.

To make a call

Internal call(s)

INTRUSION

If the called extension is busy and if your extension has been given authorization, you get a specific waiting tone instead of the busy tone. You can then choose to intrude into the call.  
The correspondent subjected to intrusion will hear a warning tone. His/her correspondent will hear you but he/she won't be able to speak with you.

Activation

Display

The extension is in conversation  
Regular "1"



Intrusion

Cancellation



XXX wait  
XXX : called extension

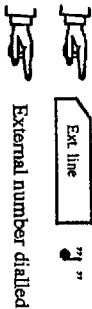
Your extension returns to camp-on on the busy extension

The called extension can protect against any intrusion by using the data key (See p.19).

To make a call

External call(s)

SIMPLE CALL



External number dialed

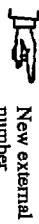
Called number

STONE RECOVERY

This service enables you to end a call in progress without loosing the line and to start a new call without wasting time.



The call in progress is ended "1"



New external number

Called number

LAST NUMBER REDIAL

You can retransmit automatically the last manually dialed external number (not a speed calling number).



Last number

Last called number

To make a call

External call(s)

SAVED NUMBER REDIAL

You can memorize a manually dialed number (not a speed calling number) in order to retransmit it automatically as many times and whenever you wish. Every new stored number erases the previous one.

TEMPORARY NUMBER SAVING

During a call



XX Min hh : mm

XX : duration of the conversation

TEMPORARY NUMBER TRANSMISSION

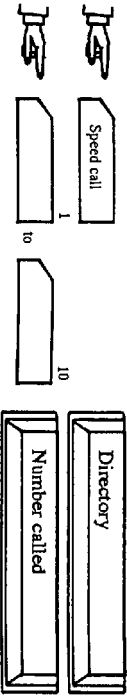
Free extension



Date and time  
Number previously memorized

PERSONAL SPEED CALLING NUMBERS

You can transmit 10 external numbers previously memorized (see page 64 for programming).



To make a call

External call(s)

SYSTEM SPEED CALLING NUMBERS

You can transmit up to 400 external numbers previously memorized (system directory).



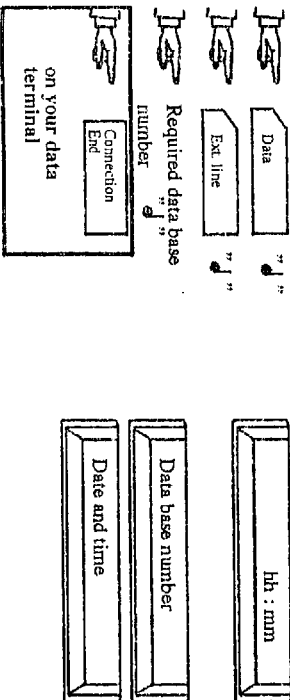
Speed calling number

0 0 0 0 to 3 9 9 9

Directory  
Called number

DATA TERMINAL CONSULTATION

You can dial a call for a data terminal from your extension if a data terminal is associated with it (see p. 58 for programming). Make sure that the data terminal is free and powered up



To make a call

External call(s)

ACCESS TO THE MERCURY NETWORK VIA BT

If your T1600 system allows you can force your external calls over the "Mercury" network or over the British Telecom network.

Manual access to the "Mercury" network :



Telephone number required

The letter "M" is displayed on the screen of the extension

Manual access to the British Telecom network :



Telephone number required

The letter "B" is displayed on the screen of the extension

- Note :
1. The "Mercury" network access mechanism can be activated or deactivated by the system manager.
  2. Not all external numbers can be dialled over the "Mercury" network.

To make a call

Internal or external call(s)

CALL BY NAME

The feature enables a T160 user to consult the internal or external directories (speed calling numbers) by dialling the name (or part of the name) of the party to be called. At least one name must be seized in the directory to enable the consultation. If the directories are consulted during conversation, the call is automatically placed on hold.

To enter the directories :



If internal directory :



First name of the directory in alphabetical order

If external directory :



D indicates that you are consulting the external directory

To consult the directory forward :



To consult the directory backward :



To switch from one directory to the other :



The first name in alphabetical order is displayed.

To end the consultation :



To make a call

Internal or external call(s)



(continuation)

If you want, for instance, to set up a call towards Mr. BLUE, proceed as follows :

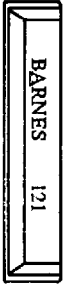
You have entered the desired directory :



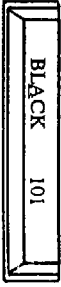
# the first letter of the name (B)

You can now either scroll through the directory names starting from the name displayed by pressing the NEXT key or enter the second letter of the searched name (L). If you choose the latter solution, the display shows the first name, in alphabetical order, beginning with letters BL :

Again, you can either press the NEXT key or enter letter U : in the latter case, the display shows :



The cursor position indicates which letter must be seized next (second, third,...)



To set up the call towards Mr. BLUE :



If the searched name is not present in the directory, the display indicates "????????".

- Note :
1. If the user which has entered the internal directory does not use it for 45 s, the system automatically ends the consultation.
  2. If the user has entered the external directory, he/she automatically ends consultation after 1 mn 30 s.

To answer a call

Internal call(s)

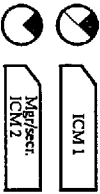
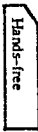


FREE EXTENSION

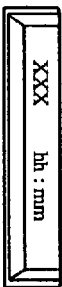
Your extension is rung

flash on

or on



XXX : calling extension number



When auto answer mode is active on your extension, you are directly connected with the caller (your extension is rung briefly and Hands-free is activated).

BUSY EXTENSION

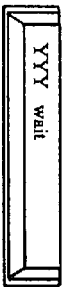
Intermittent "j"

flash on

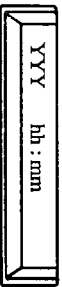
or on



The display flashes several times indicating :



YYY = calling extension number



YYY = Extension of the correspondent to which you can talk

To switch from one correspondent to the other press the line key whose is flashing rapidly

To answer a call

Internal call(s)

MESSAGE(S)

If your extension has been rung (internal call) during your absence your callers may have left a call-back message request.



Message Call-back

Consult



Message Call-back

then either  
Call-back



Message Call-back

The message is cancelled and call-back is achieved  
or

Consult the following message (the previous one is still memorized)



#

or  
Cancel the message (without call-back)

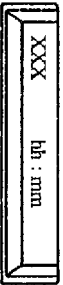
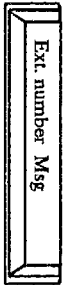


\*

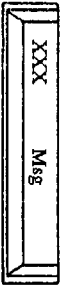
End the consultation



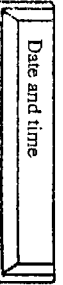
Release



XXXX : called extension number



XXXX : second extension having left a message



To answer a call

Internal call(s)

CALL PICK-UP

**SIMPLE PICK-UP**

This enables you to answer on your extension a call which is ringing on another extension.



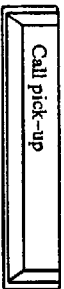
Hands-free



7 1 "j"



Ringing extension number



XXXX : extension with which you are in conversation.

**GROUP CALL PICK-UP**

This enables you to answer a call ringing an extension which belongs to the same call pick-up group as yours.



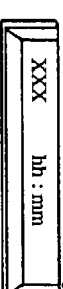
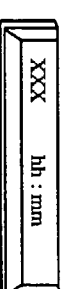
Hands-free



7 2 "j"



Transfer



XXXX : extension which is calling

To answer a call

External call(s)

CALL ANSWERING

**FREE EXTENSION**

Your extension is ringing



Ext. line



Hands-free

**BUSY EXTENSION**

Intermittent "J"



Ext. line



Ext. line



whose

flashes

The first call is automatically

placed on hold.

To switch from one correspondent

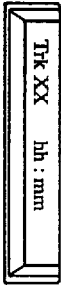
to the other press the line key



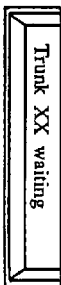
whose . flashes rapidly.



XX : number of the calling line

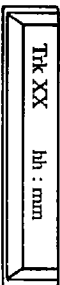


XX : number of the external line



The display flashes three times indicating

XX = Number of the external line



To answer a call

External call(s)

CALL PICK-UP

**SIMPLE PICK-UP**

This enables you to answer on your extension a call which is ringing on another extension.



Ext. line

whose



flashes

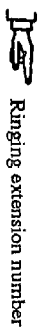
or



7

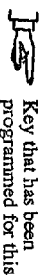
1

"J"

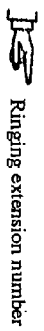


Ringing extension number

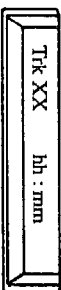
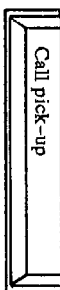
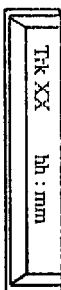
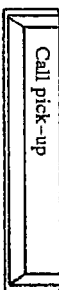
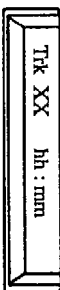
or



Key that has been programmed for this purpose



Ringing extension number



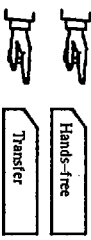
To answer a call

External call(s)

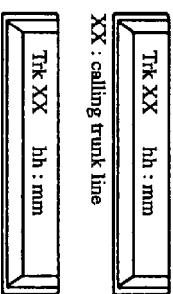
CALL PICK-UP  
(continuation)

**GROUP CALL PICK-UP**

If the called extension belongs to the same call pick-up group as yours.



OR



**GENERAL CALL PICK-UP**

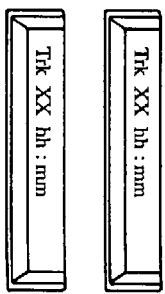
If the call rings as a general call.



then



or



key that has been programmed for this purpose

During a call or before an outgoing call

BUSINESS CODE

A user can allocate a business code to a set-up trunk or automatic tie line call.

The code can be dialled before an outgoing trunk call or during an incoming or outgoing trunk or automatic tie line call.



??? stands for the length of the business code (3 digits by default).

A 10-s time-out is allocated to enter the business code.  
A bleep is emitted when the business code is seized.

Then :

**BEFORE A CALL :**

Dial tone is heard



**DURING CONVERSATION :**

The user goes back to conversation.

If the user goes on-hook or if he/she carries out a tone recovery or if the remote party goes on-hook, the dialled business code is deleted.

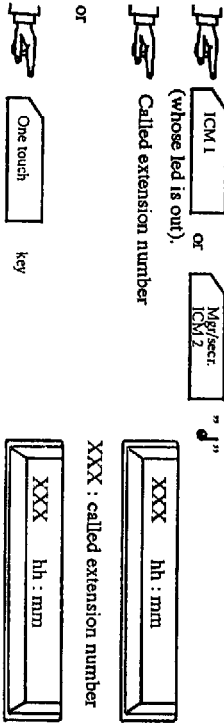


*During a call*

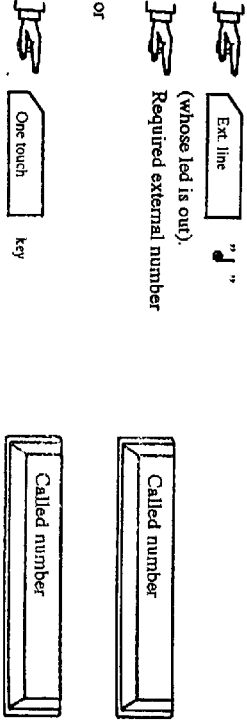
ENQUIRY CALL  
(within the T1600 X system)

You can, without ending your previous call, make another call either internal or external.

**TO A SECOND INTERNAL CORRESPONDENT (the first call is then placed on hold)**



**TO A SECOND EXTERNAL CORRESPONDENT (the first call is then placed on hold)**

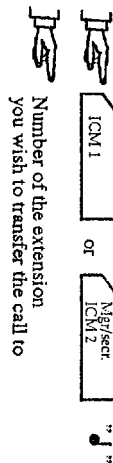


Enquiry call is cancelled by pressing the Release key and switching to the original correspondent.

*During a call*

TRANSFER  
(within the T1600 X system)

You can transfer a correspondent onto another extension.



*During a call*

**TRANSFER ON PAGING CALL**

After dialling an extension and paging (see page 14), when you can transfer a correspondent (internal or external).

**INTERNAL CORRESPONDENT**

A has a B extension on hold and has activated a paging call for C



Transfer



Extension B is transferred to the paged party.

**EXTERNAL CORRESPONDENT**

A has a trunk line on hold and has activated a paging call for C



Transfer



The trunk line is placed on paging hold.

*During a call*

**SPLIT (BROKERS) CALL**

This service enables you to switch between two calls.

**2 EXTERNAL CALLS**



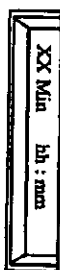
Ext. line

or



Ext. line

of the required correspondent



**2 INTERNAL CALLS**



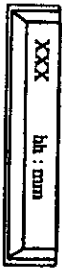
ICM 1

or



Maj/sec:  
ICM 2

of the required correspondent

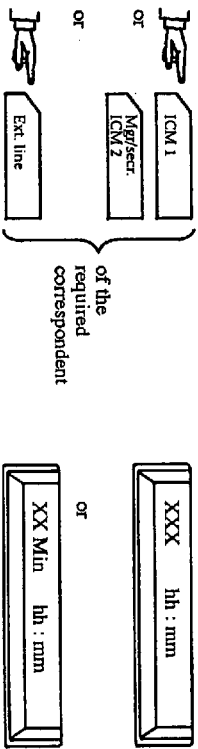




XXX : extension to which you can talk

*During a call*

**SPLIT (BROKERS) CALL**  
(continuation)

**1 EXTERNAL CALL, 1 INTERNAL CALL**



 The slow flashing means that you are in conversation.  
 The quick flashing means that a call has been placed on hold. A call on hold can be recovered by pressing its line key (external or internal).

*During a call*

**CONFERENCE**

This enables you to include a third correspondent in a call if your extension has been given the authorization to this service.

**TO SET UP A CONFERENCE**

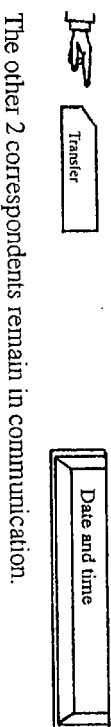
Assuming you already have one correspondent on hold, you then make an enquiry call to another. After they have answered :



**TO SWITCH BACK TO THE ORIGINAL SITUATION**



**TO LEAVE THE CONFERENCE**



**TO END THE CALL**



*During a call*

**HANDS-FREE / HANDSET**

The hands-free facility enables you to use your keyphone without lifting the handset. At any moment you can switch from hands-free to the handset and vice versa.

Activation



The  goes on

Go on-hook

Cancellation

Lift the handset

The  goes out

Note : When the hands-free mode is activated and the handset goes on-hook, only the microphone of the telephone is on and not the one of the handset.

**MONITOR (AMPLIFIED RECEPTION)**

This service enables the persons around you to listen to your caller.

Activation



Repeat the operation until the required sound level has been obtained

Cancellation



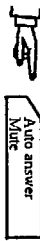
Repeat the operation until the loudspeaker is lower

*During a call*

**MUTE**

You can switch-off the extension microphone during a call, so that your correspondent cannot hear you.

Microphone disactivation



The  flashes slowly

Microphone activation



The  goes out

This facility can also be used in "auto answer" mode.

*During a call*

**PARK**

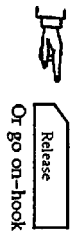
You can park your external call in order to pick it up on your own or another extension.

You are in conversation with an external correspondent.



or

Key that has been programmed for this purpose



Any call parked for more than 1 min 30 s automatically rings the operator.

XX Min hh : mm

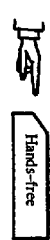
XX : duration of the conversation

Date and time

*During a call*

**PARK RETRIEVAL**

You have gone to the extension on which you want to pick up the external parked call.



or

Key that has been programmed for this purpose



Extension number from which the call was parked.

Parked line

XX Min hh : mm

XX : duration of the conversation

*During a call*

**EXCLUSIVE OR COMMON HOLD**

You can place an external call via TL or ATL on exclusive or common hold ; these features enable the user to set up other calls, answer calls without having to transfer the call on hold immediately.

A call placed on exclusive hold can only be retrieved by the user who carried out the hold ; a call placed on common hold can be retrieved by any extension of the installation.


**TO PLACE A CALL ON HOLD**


You are in conversation with an external correspondent :




Key that has been programmed as an exclusive or common hold key.

A bleep is emitted if the line has been placed on hold.

The  associated to the hold key is steadily lit.

The  associated to the corresponding line key is flashing rapidly on the extension which carried out the hold and steadily lit on the other extensions.

**TO RETRIEVE THE CORRESPONDENT PLACED ON HOLD**

 The corresponding line key.

If the correspondent has not been retrieved before the expiry of a time-out, it automatically rings the user. If the latter does not answer within the hold reminder time-out, the line switches over to the general level.

*Customize your extension*

*Extension free*

**AUTO ANSWER MODE**

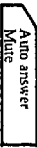
This enables you, once the extension has rung four times, to automatically answer internal calls in hands-free mode.

Activation



The  goes on

Cancellation



The  goes out

Customize your extension

Extension free

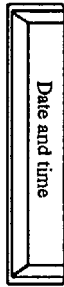
FORWARD TEMPORARY

This service enables you to forward your calls to another extension of your choice (different from the pre-programmed one described on page 47).

Activation

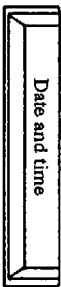
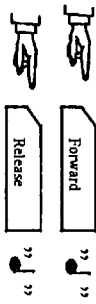


Number of the extension you wish to forward the calls to



The  goes on

Cancellation



The  goes out

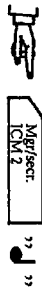
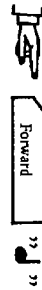
Customize your extension

Extension free

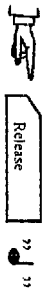
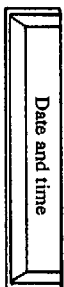
MANAGER - SECRETARY FORWARDING

This service enables you to get the calls from a secretary extension. Secretary and manager extensions are programmed by the installer.

Activation



The  goes on  
Cancellation



The  goes out

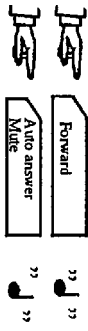
*Customize your extension*

*Extension free*

DO NOT DISTURB

This service enables you to prevent any call from ringing your extension.

Activation

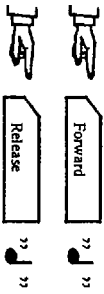


” J ”  
” J ”

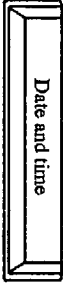


The  goes on

Cancellation



” J ”  
” J ”



The  goes out

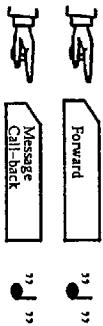
*Customize your extension*

*Extension free*

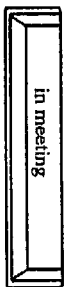
MESSAGE DISPLAY

You can answer an internal call set up by another T160 by leaving a message. There are several predefined messages (with or without parameters entered by the user) which you can leave for your callers.

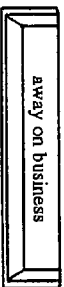
Activation



” J ”  
” J ”



The display shows the first message of the list if this service is used for the first time or the last chosen message with its parameters.



The next message on the list is displayed

The different messages are : in meeting, away on business, on holiday, at lunch, out for a moment, ring tomorrow, ring at hh : mm, absent --> dd/mm (day, month), absent --> hh/mm, call :, ring paging.



Customize your extension

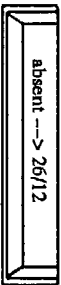
Extension free

MESSAGE DISPLAY  
(continuation)

The user can program a personalized message ; "?????" is displayed on the screen ; it is erased only when the user presses \* .

Press a letter key to enter a letter, press the space key to enter a space and the shift key so that the following letter is in capitals (see on next page). You can enter up to 16 characters.

Numbering key to enter the parameter of the current message.

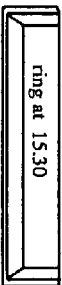


To erase the variable part of the message



Release "j"

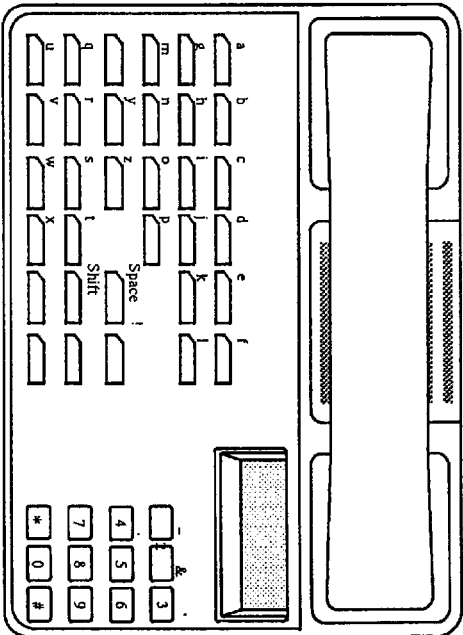
The extension enters in message display mode



Customize your extension

Extension free

MESSAGE DISPLAY  
(continuation)



Disactivation

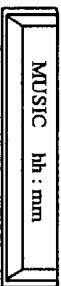
Forward  
 Release "j"

If the extension was forwarded, forwarding is cancelled.

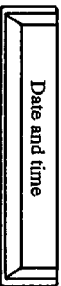
BACKGROUND MUSIC

The extension enables you to hear a background music via the loudspeaker (if the service is offered by the system).

Activation



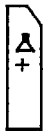

Disactivation



Automatic : Selection of a trunk line, extension key, etc ...

Forced : When it is called, the music is deactivated.

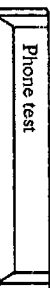
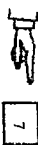
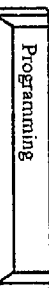
NOTE : When the extension is free again, the background music is automatically reactivated if it had been selected before.

Volume regulation : Press keys  or 

EXTENSION SELF TEST

This service enables you to check the various functions of your extension.

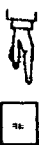
Programming



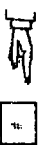
Test of the display : all the points on the display go on.



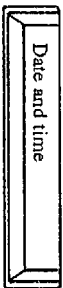
Test of the leds : all the leds go on.



Test of the leds of the console(s) (if DSS / BLF present) : all the leds of the console(s) go on.



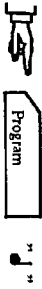
Test of the tone : the self test is ended.



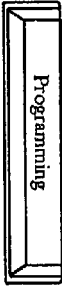
FUNCTION OF THE TONE KEY

You can select which function is activated (tone recovery or recall) when you press the  key.

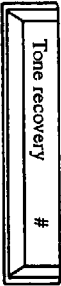
Programming



Display



Depending on the previous status :



or

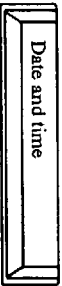


present status

To switch from one selection to the other :



then

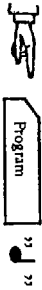


The last displayed selection is validated.

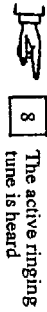
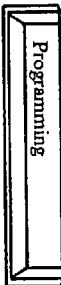
EXTENSION RINGING TUNES

You can select the ringing tune of your extension from four different tunes and control its ringing level.

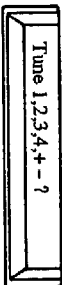
Programming



Display

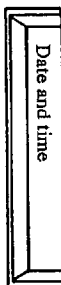


The active ringing tune is heard



The corresponding tune is heard

Ringling level control



The selected tune is memorized.

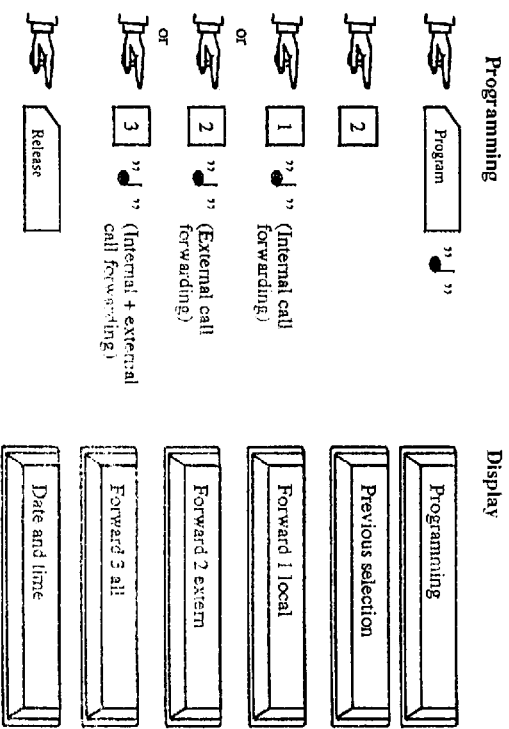
CALL FORWARD

This enables you to specify the type of forwarding when it is activated.

You may choose between 3 forwarding types :

- internal calls
- external trunk (trunk line, DID) calls.
- internal and external calls.

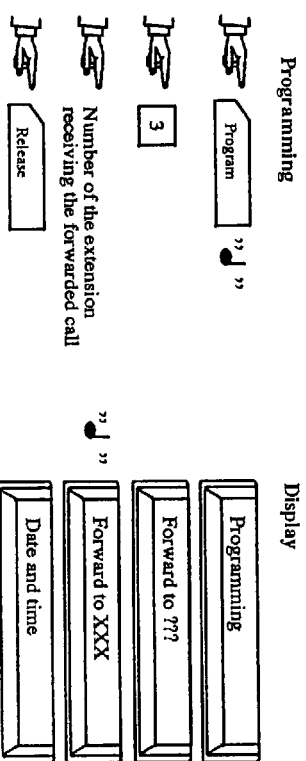
SELECTION OF THE FORWARDING TYPE



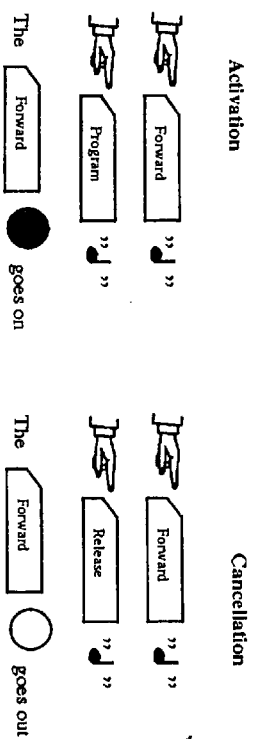
By default, the forwarding type is total (3)

CALL FORWARD (continuation)

SELECTION OF FORWARDING DESTINATION



ACTIVATION / CANCELLATION OF PROGRAMMED FORWARDING



CALL FORWARD (continuation)

DISPLAY ON EXTENSION WHICH GETS THE FORWARDED CALLS

The forwarded call is an Internal call :



XXXX : extension calling

YYYY : forwarded extension number



XX : number of the trunk line

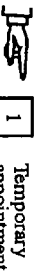
The forwarded call is an external call :

APPOINTMENT REMINDER

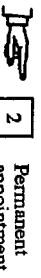
You can program your extension so that it rings at a given time. This appointment reminder can be a temporary one (once only) or a permanent one (every day at the same time).

APPOINTMENT REMINDER PROGRAMMING

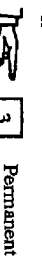
Programming



or



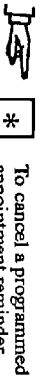
or



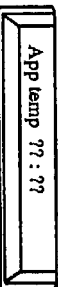
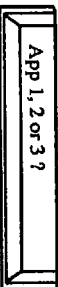
To switch from one appointment time to another :



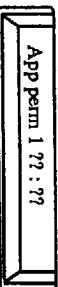
4 digits corresponding to hours and minutes



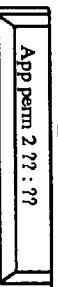
Display



or



or



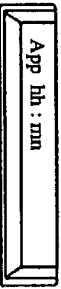
APPOINTMENT REMINDER  
(continuation)

By default no appointment reminder is programmed.

APPOINTMENT REMINDER ACTIVATION

Free extension

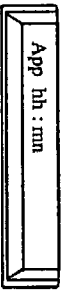
The appointment reminder ringing tone is heard and the display flashes for 20 s.



+ tune repeated 1 mn later if it has not been acknowledged.

Busy extension

"J" "J" and the display flashes for 5s.



+ tune repeated 1 mn later

To acknowledge the appointment reminder on a free extension



NIGHT BARRING OVERRIDE

When the installation is in night service, your extension (if it has been given the authorization) can have the same call facilities as in day mode.

ACTIVATION

Programming

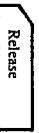


"J" "

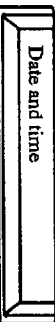
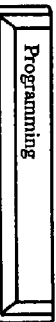


Confidential code

"J" "



Display



CANCELLATION

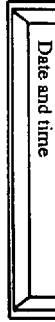
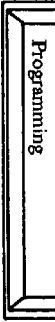
Programming



"J" "



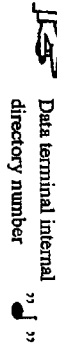
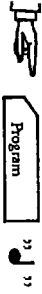
Display



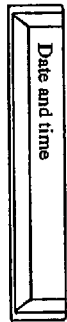
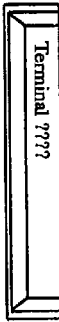
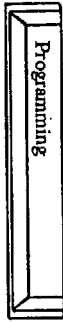
ASSOCIATION WITH A DATA TERMINAL

You can associate a data terminal connected to the installation with your extension.

Programming



Display

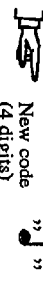
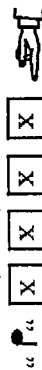
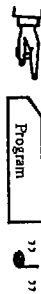


EXTENSION LOCKING

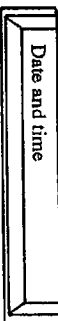
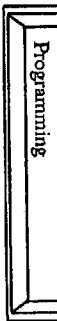
This enables you to lock the access to the network, except for 999 calls, (the system directory numbers remain accessible) and to the extension's customization functions by means of a personal code which can be modified.

SELECTION OF YOUR PERSONAL CODE

Programming



Display



NOTE : 1. If you do not remember the old code, please advise your installer.

2. XXXXX = default code - consult your system manager.

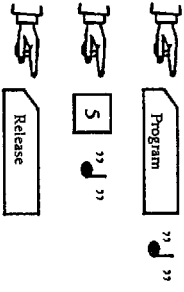
Customize your extension

Programming

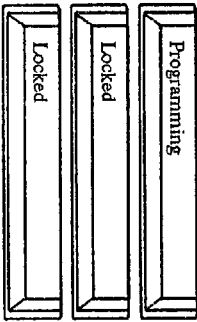
**EXTENSION LOCKING**  
(continuation)

**EXTENSION LOCKING**

Programming



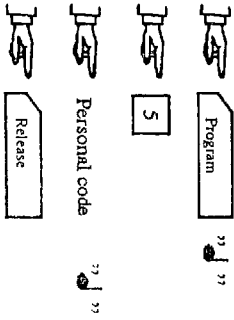
Display



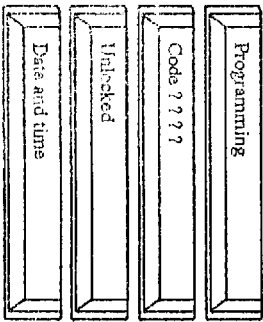
Locked extensions will hear the intrusion tone.

**EXTENSION UNLOCKING**

Programming



Display



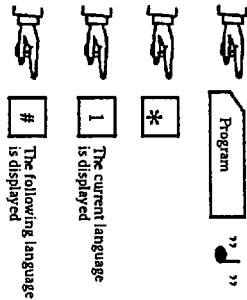
Customize your extension

Programming

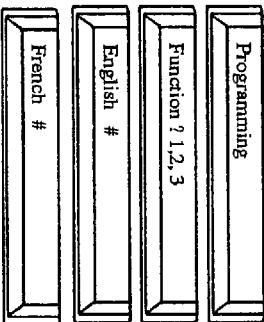
**LANGUAGE SELECTION**

The language displayed can be changed into another one different from the system language.

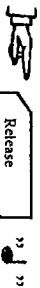
Programming



Display



**#** Press again to display German or Italian



The last language displayed is validated.

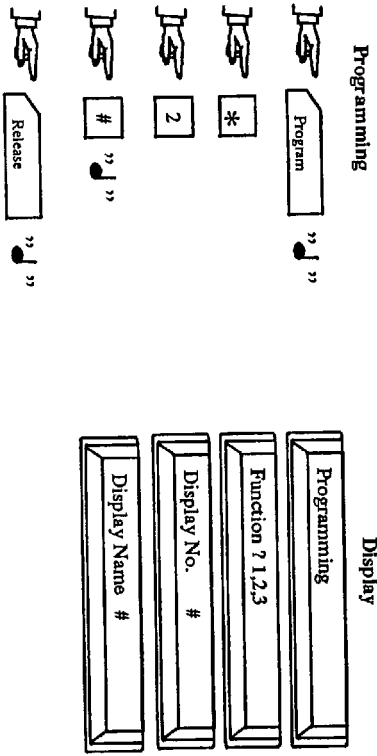


Customize your extension

Programming

DISPLAY SELECTION

The user can choose to display either the calling party's extension number or his/her name. This is only possible if the name has been entered in the system by the installer/administrator.



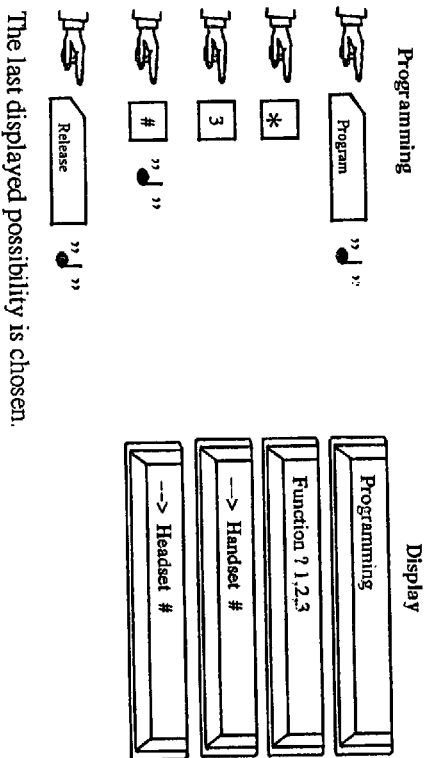
The last displayed possibility is chosen.

Customize your extension

Programming

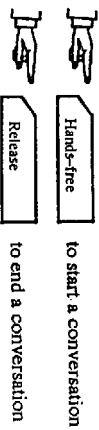
HEADSET FACILITY

Your extension can operate with a headset.



The last displayed possibility is chosen.

To connect the headset, remove the handset from the cradle. Plug in the headset.



to start a conversation

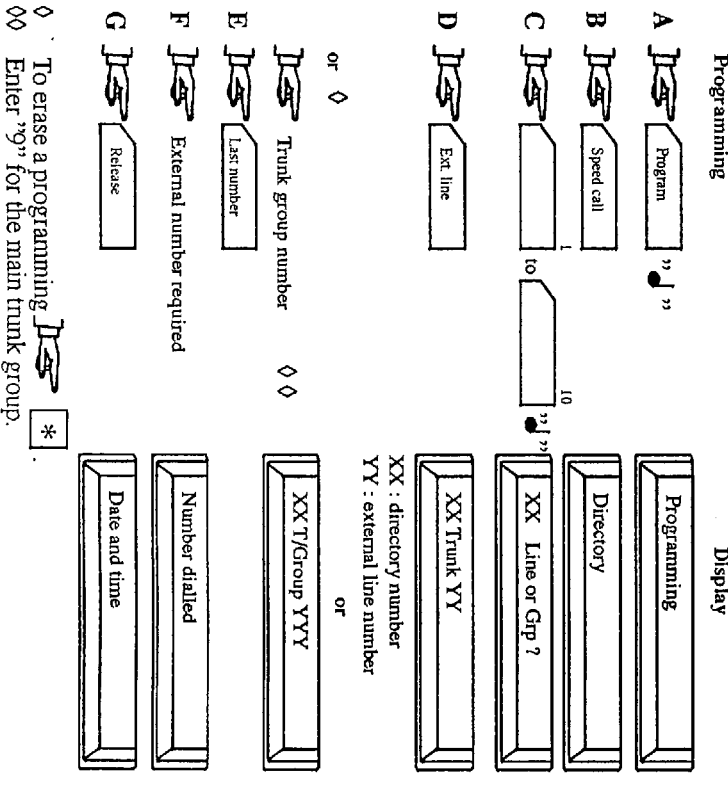
to end a conversation

Customize your extension

Programming

**PERSONAL SPEED CALLING DIRECTORY**

The personal directory enables you to memorize 10 external numbers. You will be able to retransmit them by pressing one of the functions marked 1 to 10 (blue keys with blue numbers). The sheet located in the drawer under the telephone enables you to write down the memorized numbers.

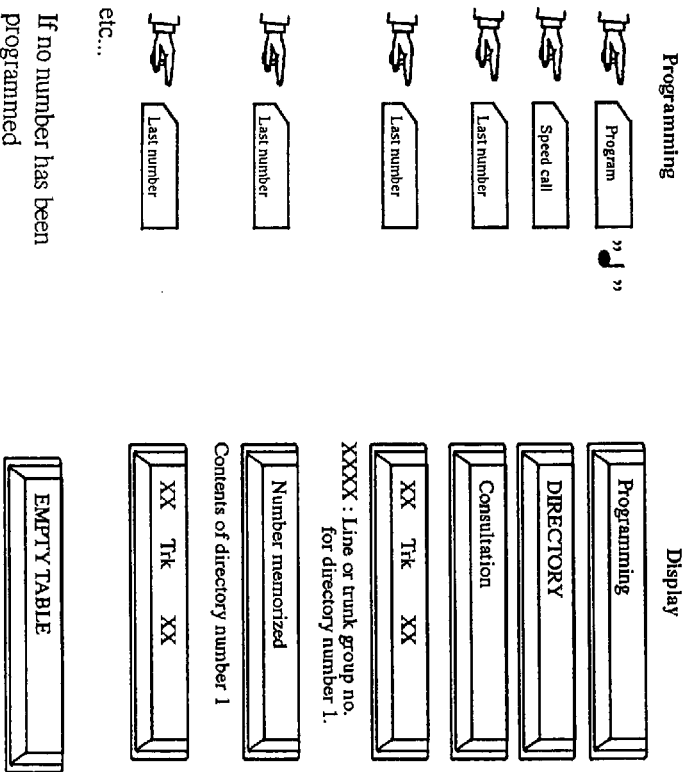


Customize your extension

Programming

**PERSONAL SPEED CALLING DIRECTORY  
(Continuation)**

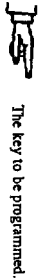
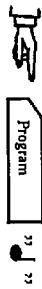
**Personal directory number consultation**  
You can display the numbers memorized in your personal directory.



NIGHT MODE KEY

The operator can program a key on his/her attendant console as a night mode key (it can only be activated if MMC function X3 = 4).

Programming



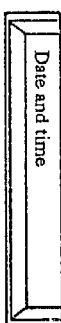
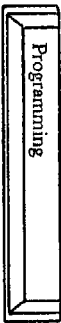
The key to be programmed.



A validation beep is heard.



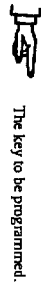
Display



GENERAL CALL KEY

The operator can program a key on his/her attendant console as a general call key. General call is then activated or deactivated by going off-hook or pressing the hands-free key and pressing the programmed key. The corresponding led goes up within a minute after activation. The programming depends on the value of MMCL7/06 function and if general call has been authorized in the system software.

Programming



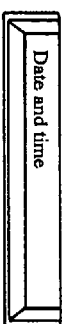
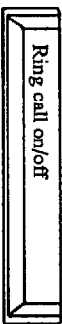
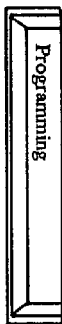
The key to be programmed.



A validation beep is heard.



Display



NOTE : General call activation is only taken into account if the AC is free.

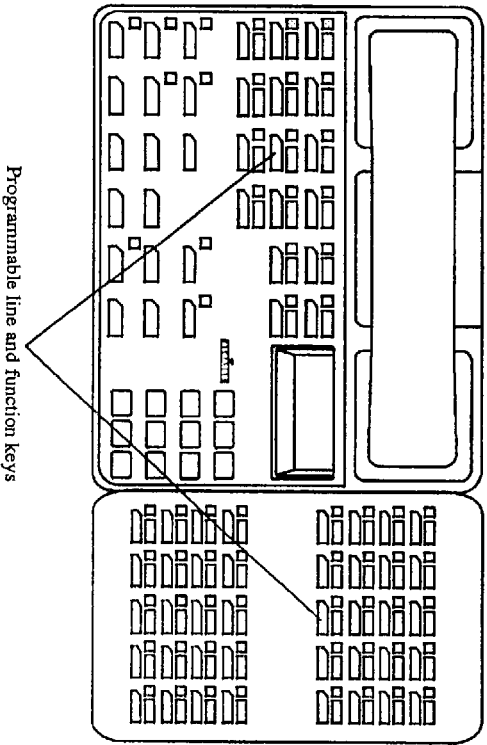
## PROGRAMMABLE KEYS

You can program some keys as you wish.

These keys are :

- **in programmable mode**, all the programmable line and function keys of the telephone and the DSS / BLF keys.
- **in multiline mode**, the programmable line and function keys not allocated to external lines and the DSS / BLF keys.

If you want to modify the operating mode of your extension, go and see your installer.



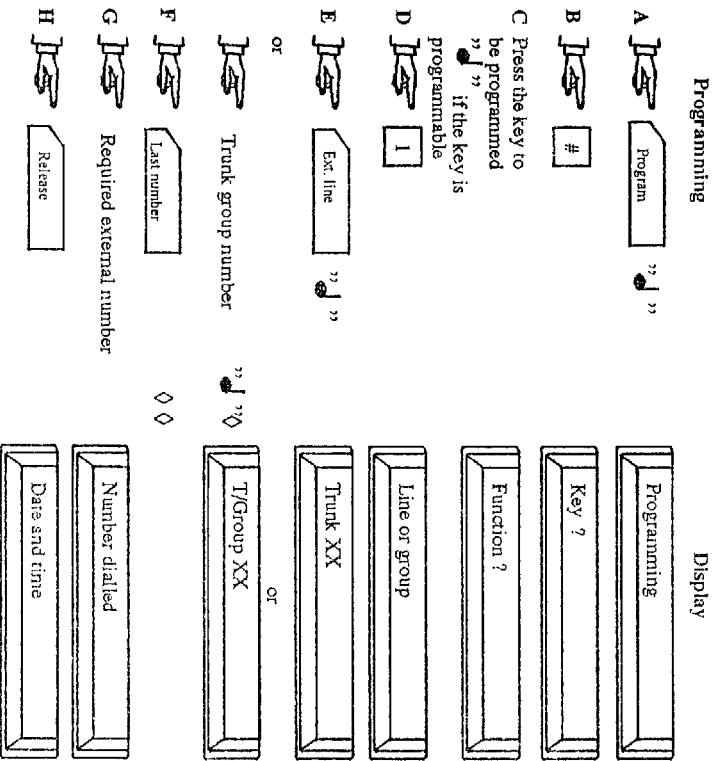
## PROGRAMMABLE KEYS

There are 9 programming possibilities :

- one touch external dialling
- a function from numbering plan
- one touch internal dialling
- the selective call ringing key
- the general call ringing key
- recall
- tone recovery
- exclusive hold key
- common hold key

ONE TOUCH EXTERNAL CALL

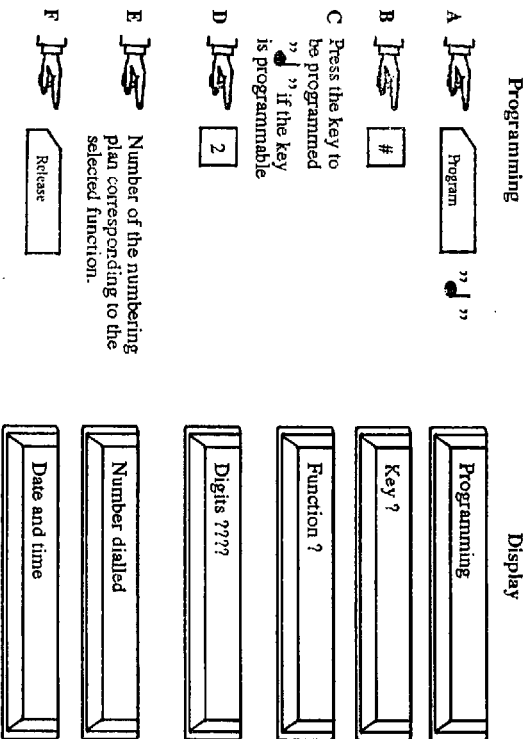
You can program a key in order to transmit automatically the required external number by pressing the key.



- ◇ Enter "9" for the main trunk group.
- ◇◇ By omitting stages F and G you will have programmed the key to seize a line of a group when you press it. A number can then be dialled manually.

FUNCTION OF THE NUMBERING PLAN

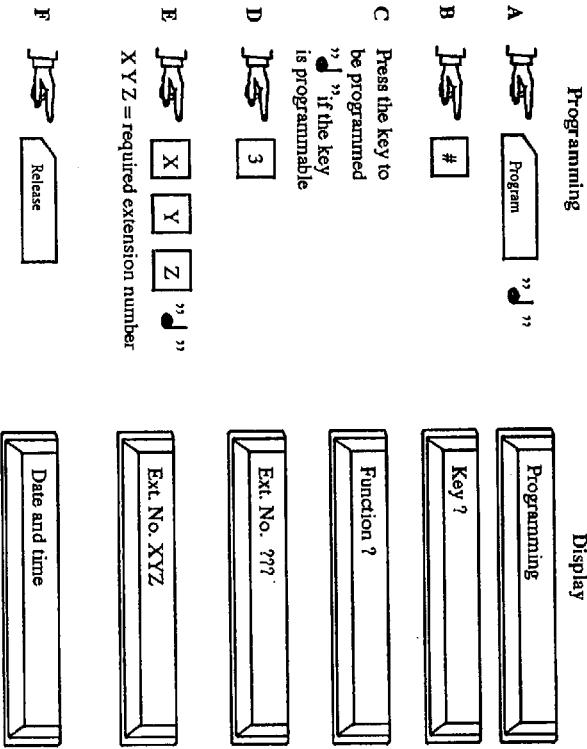
You can program a key so that it enables you to activate the selected function.



A list of the different functions can be found on page 80.

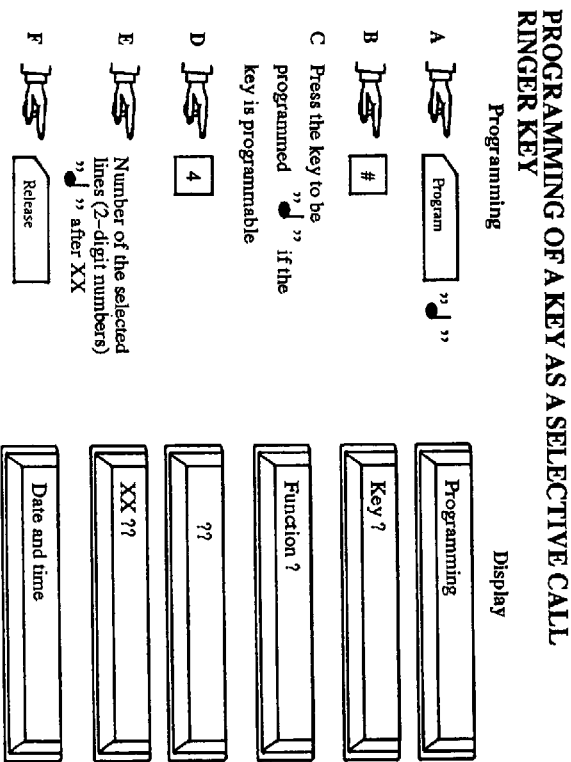
ONE TOUCH INTERNAL CALL

You can program a key so that it enables you to call the required extension directly by pressing the key. The led associated with the key indicates the status of the extension (free or busy).







SELECTIVE CALL RINGER  
(Selective assistance to the operator)

If the SELECTIVE CALL RINGER is active on your extension, it will be rung at the same time as the operator when an external call is sent onto one or several lines previously selected (a maximum of 8).



**SELECTIVE CALL RINGER**  
 (Selective assistance to the operator key)  
 - continuation -





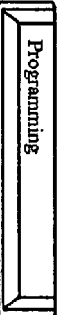







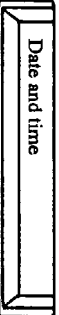
**SELECTIVE CALL RINGER ACTIVATION / CANCELLATION**

- Activation**       Key previously programmed as a selective call ringer key "J"
- The  goes on
- Cancellation**       Key programmed as a selective call ringer key "J"
- The  goes out





**GENERAL CALL RINGER**  
 (Assistance to the operator)

If the GENERAL CALL RINGER is active on your extension, it will be rung at the same time as the operator when the latter gets an external call.

**PROGRAMMING OF A KEY AS A GENERAL CALL RINGER KEY**

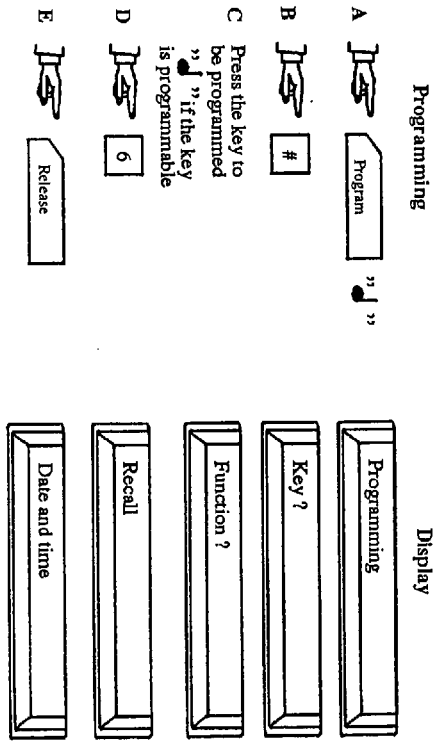
- Programming**
- A   "J"
- B   #
- C Press the key to be programmed "J" if the key is programmable
- Display**
- 
- 
- 
- D   5 "J"
- E   Release
- 
- 

**ACTIVATION / CANCELLATION OF CALL RINGER**

- Activation**       Key previously programmed as a general call ringer key "J"
- The  goes on
- Cancellation**       Key programmed as a general call ringer key "J"
- The  goes out

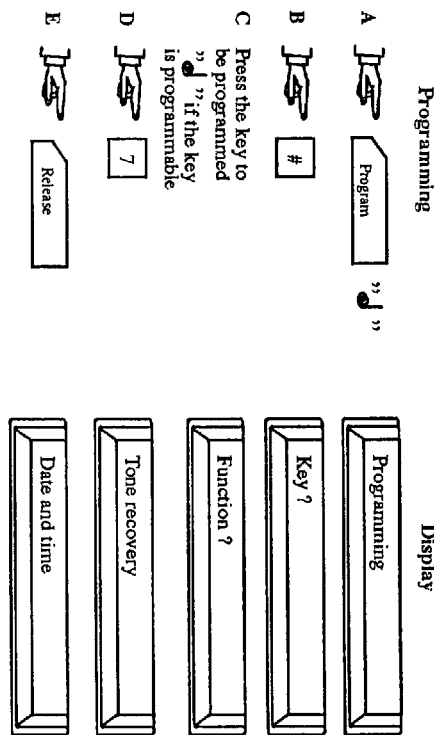
RECALL

You can program a key as a recall key.



tone RECOVERY

You can program a key as a tone recovery key.



NOTE : The tone key is already programmed as a tone recovery key in the default configuration.

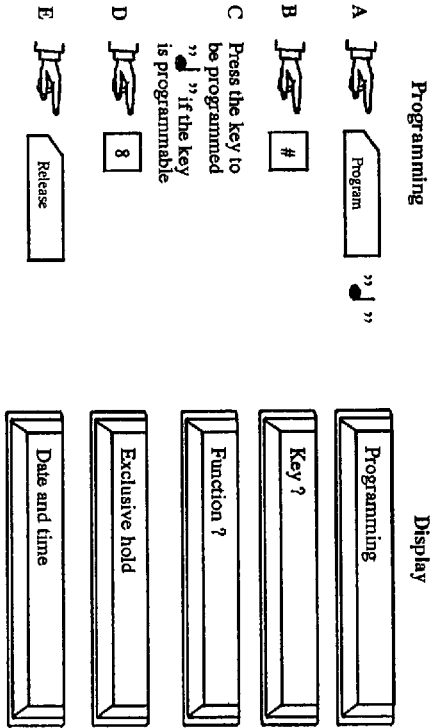


*Customize your extension*

*Programming*

EXCLUSIVE HOLD

You can program a key as an exclusive hold key.

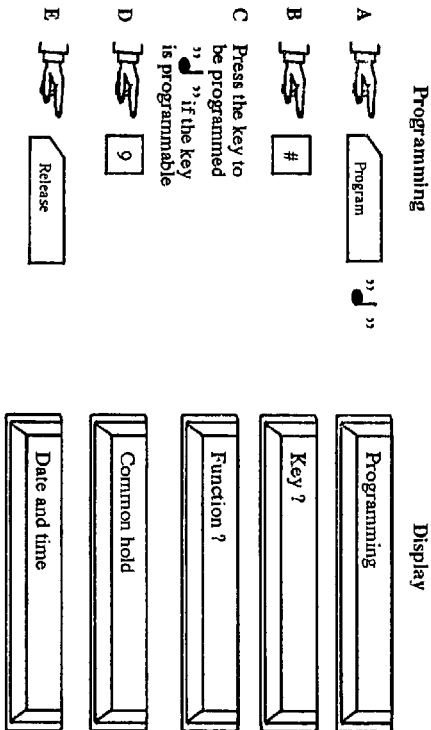


*Customize your extension*

*Programming*

COMMON HOLD

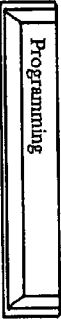
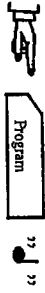
You can program a key as a common hold key.



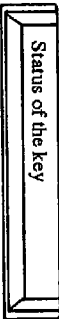
KEY PROGRAMMING READOUT

To check what function a key is programmed for :

Programming



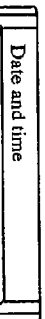
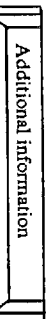
Press the key whose status is to be displayed



Display

Possibilities :

- Direct ext. call
- Trk XX
- Int. numbering
- Numbering
- I/C call sig sel
- I/C call sig gen
- Tone recovery
- Recall
- Exclusive hold
- Common hold
- Free key



To get more details about the key.



NUMBERING PLAN

In the T1600 X system **2 default** numbering plans are available : Ask your system manager whether you have a 2-, or 3-digit numbering plan, alternatively it is possible to have a customized numbering plan.

TWO-DIGIT NUMBERING PLAN

NEW VALUES

9	Exchange line seizure.	
0	Operator.	
	General broadcast call. (MF phones only)	
7 0	Enter program mode.	
7 7 1	Call pick-up.	
7 2	Group call pick-up.	
7 3	General call answer.	
7 4	Call park retrieval.	
7 5	Business code.	
7 7 7	Last number redial (last number retransmission).	
7 8	Data communication.	
7 9	Call forward.	
8 4	Paging activation.	
8 5	Response to paging call.	

Customize your extension

Programming

NUMBERING PLAN  
(continuation)

1	0	5	7	
6	2	6	9	
5	8	6	1	
8	0	8	3	
8	6	8	9	
8	0	0	0	
8	3	9	9	

Extension numbers. \_\_\_\_\_

Secondary trunk group call. \_\_\_\_\_

Sequential group call. \_\_\_\_\_

Parallel group call. \_\_\_\_\_

Group broadcast call. \_\_\_\_\_

System speed calling numbers. \_\_\_\_\_ to \_\_\_\_\_

Customize your extension

Programming

NUMBERING PLAN  
(continuation)

**Order codes (During conversation)**

1	Retransmission of ringing pulses in auto answer mode	_____
2	Hold a call - Enquiry or transfer	_____
4	Call-back on no answer	_____
	Call-back on busy	_____
	(Transmission of MF codes to access certain services). (For pulse phones only)	_____
6	Intrusion	_____
7	4 Call park	_____
7	5 Business code	_____
7	8 Data communication	_____
8	0 Conference	_____
8	1 Recall	_____
8	2 Tone recovery	_____
8	4 Paging call	_____

Customize your extension

Programming

NUMBERING PLAN  
(continuation)

THREE-DIGIT NUMBERING PLAN  
NEW VALUES

- 9 Exchange line seizure.
- 0 Operator.
- General broadcast call. (MF phones only)
- Enter program mode.
- Call pick-up.
- Group call pick-up.
- General call answer.
- Call park retrieval.
- Business code.
- Last number redial (Last number retransmission).
- Data communication.
- Call forward.
- Paging activation.
- Response to paging call.
- Group broadcast call.
- Extension numbers.

Customize your extension

Programming

NUMBERING PLAN  
(continuation)

- 3 0 0 to 3 1 5
- Secondary trunk groups.
- 6 0 0 to 6 1 5
- Sequential group calls.
- 6 1 6 to 6 1 9
- Parallel group call.
- 8 0 0 to 8 3 9
- System speed calling numbers.

Customize your extension

Programming

**NUMBERING PLAN**  
(continuation)

**Order codes (During conversation)**

- 1 Transmission of ringing pulses in auto answer mode
- 2 Hold a call - Enquiry or transfer
- 4 Call back on no answer
- 4 Call back on busy   
(Transmission of MF codes to access certain services). (For pulse phones only)
- 6 Intrusion
- 7 4 Call park
- 7 5 Business code
- 7 8 Data communication
- 8 0 Conference
- 8 1 Recall
- 8 2 Tone recovery
- 8 4 Paging call

Customize your extension

Programming

**AUTOMATIC TIE LINE**  
**NUMBERING PLAN**

The system comprises 2 default automatic tie line numbering plans.

**TWO-DIGIT PLAN**

- 0 Operator
- 1 0 to  5 7 Extension numbers.
- 5 8 to  6 1 Sequential group call.
- 8 0 to  8 3 Parallel group call.

**NEW VALUES**

**THREE-DIGIT PLAN**

- 0 Operator
- 1 1 0 to  2 3 7 Extension numbers.
- 6 0 0 to  6 1 5 Sequential group calls.
- 6 1 6 to  6 1 9 Parallel group call.

**NEW VALUES**

EXTERNAL / INTERNAL  
LINE KEYS

Line status	Led status	Frequency
Free line		Out
Line busy or reserved by the operator		On steadily
Incoming internal or external call signalling		Flashing
Outgoing internal or external call signalling		Slow flashing
Line on hold		Fast flashing
Hold reminder		Flashing
Conversation		Slow flashing

led on led out

FUNCTION KEYS AND LEDS

Name	Key function	Associated led function
Program	To program your extension for personal facilities.	<input type="radio"/> No programming <input type="radio"/> Programming in progress <input type="radio"/> Operator <input type="radio"/> Presence of system messages (operator ext. only) <input type="radio"/> Inactive forward <input type="radio"/> Active forward <input type="radio"/> Operator <input type="radio"/> Night mode <input type="radio"/> Traffic overload
Forward	To activate or inhibit forwarding of your calls to another extension.	<input type="radio"/> Inactive forward <input type="radio"/> Active forward <input type="radio"/> Operator <input type="radio"/> Night mode <input type="radio"/> Traffic overload
Transfer	To transfer a call to another extension. Also enables you to carry out a group call pick-up.	<input type="radio"/> Operator <input type="radio"/> Night mode <input type="radio"/> Traffic overload
Message Call-back	Permits you to carry out a call-back request. Enables you to consult the call-back requests. (Permits to transmit MF codes).	<input type="radio"/> No call-back request <input type="radio"/> Presence of call-back request
Conference	Enables you to set up or end a three-way communication.	<input type="radio"/> No call-back request <input type="radio"/> Presence of call-back request
Tone	If pressed whilst you are using an exchange line, the call is cleared and dial tone is heard, ready to make another call.	<input type="radio"/> No call-back request <input type="radio"/> Presence of call-back request
Out		<input type="radio"/> No call-back request <input type="radio"/> Presence of call-back request

Out On Flashing Slow flashing

**FUNCTION KEYS AND LEDS**  
(continuation)

Name	Key function	Associated led function
Auto answer Mic	Enables you to switch to auto answer mode. Permits you to mute or switch on the microphone during the call.	<input type="radio"/> During a call : <input type="radio"/> No microphone cut-off <input checked="" type="radio"/> Microphone cut-off Free extension : <input type="radio"/> Normal mode <input checked="" type="radio"/> Auto answer mode
Dns	Permits you to associate a data terminal for a data transmission. Also permits you to prevent the data communication from being broken into.	
	Permit you to : - adjust the ringing volume - adjust the speech sound level - activate or cut-off amplified reception (monitors) and the background music if the facility is offered.	
Release	Permits you to end a call or leave programming mode.	
		<input type="radio"/> Out <input checked="" type="radio"/> On <input type="radio"/> Slow flashing

**FUNCTION KEYS AND LEDS**  
(continuation and end)

Name	Key function	Associated led function
ICM 1	Permits you to : - seize an internal line - answer an internal call - place a call on hold automatically	<input type="radio"/> Free status <input checked="" type="radio"/> Call received from another extension <input type="radio"/> In conversation
Mgr/Secr ICM 2	- consult an internal call - manager/secretary forward	<input checked="" type="radio"/> Hold acknowledgement <input type="radio"/> Hold reminder
Save No.	Permits you to memorize temporarily an external number and to retransmit it later.	
Last No.	Permits you to retransmit the last number dialed manually.	
Speed call	Permits to call the numbers in the personal (function keys marked 1 to 10) or system directory.	
Hands-free	Permits you to : - set up a call without lifting the handset - answer a call without lifting the handset - activate the hands-free microphone during a call.	<input type="radio"/> Hands-free inactive <input checked="" type="radio"/> Hands-free active
		<input type="radio"/> Out <input checked="" type="radio"/> On <input type="radio"/> Flashing <input type="radio"/> Slow flashing

**RINGING TUNES**

Situations	Characteristics	Use circumstances
Internal call	1.5/3.5	Until the called party answers
Trunk call	1/1	Until the called party answers
General call		
Auto answer call	0.2/0.2	Maximum of 3 seconds

**TONES**

Dial tone	██████████	20 seconds
Paging dial tone	██████████	When going off-hook
Busy tone	██████████	20 seconds
Paging busy tone	0.4/0.4	Called party unavailable
Fast busy tone	0.4/0.1	20 seconds Called party unavailable
Intrusion	██████████	Until the end of intrusion
Locked extension	0.2/1.5	Indicates that a call is waiting
Call camped-on	0.2/0.2/0.2/4.5	
Camp-on and hold	0.2/5	Sent to a camped-on trunk correspondent
Internal ring-back	0.4/0.2/0.4/2	
Auto answer internal ring-back	0.2/0.2	Maximum of 3 seconds
Paging acceptance tone	0.1(7)XYZ.3	

Sequential group code	Extensions in group
600	
601	
602	
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Parallel group code	Extensions in group
616	
617	
618	
619	

**YOUR PERSONAL NOTES**

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