

Toshiba Strata DK User Manual

Standard telephone digital business telephone systems

18			
19			
20			
21			
22			
23			
24			
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Table of Contents

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May 1999

Table of Contents

Next Page

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Summary of Contents for Toshiba Strata DK

Page 1: User Guide

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Page 3: Table Of Contents

Page 5: Introduction

Chapter 1 – Feature Operation provides descriptions and operating procedures for all of the features available with standard telephones. Chapter 2 – Toshiba Voice Mail Integration explains how to set up your telephone to forward calls to a Toshiba Voice Processing System and to retrieve recorded messages left by callers.

Page 6: Conventions

For example: denotes the step in a one-step procedure. means "through". For example: $5\sim10$. is used for multiple key entries. Example: Enter + [PDN] + Remote Call Forward Security Code + . Strata DK Standard Telephone 5/99...

Page 7: Chapter 1 - Features

. For <u>[[[]]</u> example, to dial from a rotary phone, dial Flash The term "flash" the hookswitch is used in a number of feature instructions. The following explains how to perform this function. Strata DK Standard Telephone 5/99...

Page 8: Incoming Call Ringing Patterns

Some systems may use the internal call ring pattern—one second ON, three seconds OFF—for incoming outside calls. A distinct outside call ring pattern—0.4 seconds ON, 0.2 seconds OFF, 0.4 seconds ON, three seconds OFF—is available. Strata DK Standard Telephone 5/99...

Page 9: Quick Reference

3. Dial the desired telephone number. Making an Outside Call Using ISDN If your Strata DK telephone system has Integrated Services Digital Networking (ISDN) features, you can make calls using this advanced service. See your System Administrator regarding your system's capabilities.

Page 10: Answering Calls

Account Code in system programming. 3. Enter the Forced You hear dial tone after you press the last digit of a valid Account Code. account code or busy tone after you press the last digit of an invalid code. Strata DK Standard Telephone 5/99...

Page 11: Emergency Override Of Forced Account Code Dialing Requirements

Forced Account Code requirements can be bypassed by three emergency numbers, including 911. See your system administrator for these numbers: Verified Account Codes Some Strata DK systems verify the numbers entered when you enter Forced or Voluntary Account Codes. These are called Verified Account Codes. Voluntary Account Codes Voluntary Account Codes are optional and can be entered anytime after accessing a CO line or during a call.

<u>Page 12</u> (invalid tone. code), repeat Steps $1 \sim 3$. 4. Dial a telephone number if you entered the code after accessing the CO line ...or resume talking or hang up if you entered the code during the call. Strata DK Standard Telephone 5/99...

Page 13: Automatic Callback (Acb)

LCR, you must now redial the telephone number. To cancel ACB (to busy or DND station) 1. Lift

handset. 2. Press 3. Hang up. Strata DK Standard Telephone 5/99...

Page 14: Attendant Console Calling

To set Call Forward 1. Lift the handset. You hear internal dial tone. 2. Enter a Call Forward You hear confirmation tone. access code: = All Calls Call Forward-All Calls—forwards all calls immediately; your telephone does not ring. Strata DK Standard Telephone 5/99...

Page 15 CO line calls transferred to your station will forward. Internal calls will forward. Call \Forward has priority over the hunt feature set in system programming. Strata DK Standard Telephone 5/99...

Page 16: Call Forward-External

Call Forward-External. Use the Speed Dial storage procedures detailed on Page 40. When forwarding to an outside destination include the CO Line (or CO Line group) access code before the telephone number. Strata DK Standard Telephone 5/99...

Page 17 If a number is not dialed, the system automatically causes then enter a [PDN]. the DISA CO line to ring at telephones as a normal incoming call. Then, if the call is not answered within 15 seconds after the ringing starts, it disconnects. Strata DK Standard Telephone 5/99...

Page 18 (see Step 5). Instead, use when entering a CO line access code. 5. Press . You hear a confirmation tone. To cancel Call Forward-External remotely Enter + [PDN] + Remote Call Forward Security Code + . Strata DK Standard Telephone 5/99...

Page 19: Call Hold

To go back to the original call Flash the hookswitch, then press To return to the second call Terminate that original call. Then press to retrieve the second call or wait for it to recall. Strata DK Standard Telephone 5/99...

Page 20: Call Park Orbits

You can place the new call on hold and answer the parked recall or end the second call and answer the parked recall by hanging up. The parked call remains camped onto your phone until you respond. Strata DK Standard Telephone 5/99...

<u>Page 21</u> 4. Make your announcement and include the Orbit Number. 5. Hang up to free the If the parked call is not retrieved within a specified time, paging device. the call rings back to your phone. Strata DK Standard Telephone 5/99...

Page 22: Call Pickup

To pick up a call that is ringing in your pickup group(s) $\Box \Box \Box$ Lift the handset, then press To pick up a call that is ringing in another group 1. Lift the handset. You hear dial tone. Strata DK Standard Telephone 5/99...

Page 23: Call Transfer With Camp-On

...or if the call rings If the station does not answer within a predetermined time, back to your phone, the call rings back to your phone and camp-on is cancelled. inform the caller and repeat the procedure. Strata DK Standard Telephone 5/99...

Page 24: Co Line Queuing

Your request is not cancelled. You will be called again cancelled. the next time a line becomes idle.) 5. Dial the desired If the original call was made using LCR (dial), the telephone number. system automatically dials the number. Strata DK Standard Telephone 5/99...