

OMEGA-PHONE.

ADIX ***APS***

Owner's Manual

SOFTWARE VERSION 8.1x

IWATSU

SPECIAL NOTICE

TOLL RESTRICTION

The Toll Restriction feature of the ADIX APS system is one method of preventing fraud (i.e., the making of unauthorized toll calls) by users of the system. The chance of fraud may be reduced but may not be eliminated. Therefore, no expressed or implied warranty is made against fraud. Only a complete program which includes but may not be limited to inspection of telephone call billing, use of call detail recorders and other such devices, systematic monitoring of all telephone call activity, and implementing corrective measures can minimize the possibility of fraud. Consult with your Authorized Iwatsu America Distributor for further details or assistance in the event you are experiencing unauthorized toll calls.

DISA

The Direct Inward System Access (DISA) feature, with the ability to allow outside parties to connect to the internal services of ADIX APS, may provide a means for fraudulent calls to occur. Therefore, no expressed or implied warranty is made against fraud. Only a complete program which includes but may not be limited to inspection of telephone call billing, use of call detail recorders and other such devices, systematic monitoring of all telephone call activity, frequently changing DISA authorization codes, and implementing corrective measures can minimize the possibility of fraud. Consult with your Authorized Iwatsu America Distributor for further details or assistance in the event you are experiencing unauthorized toll calls.

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This manual was written for systems with version 8.1x software. In some cases, available feature operations may differ from those listed in this manual, depending on the hardware, software and programmed functions in your ADIX APS system. For more information contact your authorized Iwatsu distributor.

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**Section 1 –
ADIX APS
General Description**

ADIX APS

FCC REGISTRATION AND REQUIREMENTS

INSTRUCTIONS TO USER

CONGRATULATIONS!..... You have selected a telephone system manufactured by Iwatsu America, Inc. that has been designed to provide a multitude of features with the reliability that Iwatsu products are famous for. The Omega-Phone ADIX APS Telephone System has been registered and approved by the Federal Communications Commission (FCC) for direct connection to your local telephone service. In accordance with FCC rules and regulations regarding telephone equipment, Iwatsu is required to make you aware of your rights and obligations regarding the use of this equipment. In order that we may fulfill our obligations, please take a moment to carefully read the rules and regulations contained herein that apply to you.

FCC Rules and Regulations

(1) Notification to the Local Telephone Company

The local Telephone Company may request specific information about the ADIX APS before connection can be made to the local Telephone Company lines. When requested by the Telephone Company, the following information should be provided:

- a) The FCC Registration Number for all equipment connected to an individual line.
- b) The largest Ringer Equivalence Number (REN) for each line.
- c) Information required for compatible operation of the equipment with the Telephone Company communication facilities. The FCC Registration Number and Ringer Equivalence Number (REN) is printed on the equipment label located on the common equipment cabinet of the system (IX-CM/ IX-CMM/ IX-CML). The largest Ringer Equivalence Number is the sum of the Ringer Equivalence Number (REN) of each FCC registered device that is connected to the same line. The maximum Ringer Equivalence Number that can normally be used without causing faulty operation is 5.0. Check with your local Telephone Company to determine what is the maximum Ringer Equivalence Number for the telephone lines you are using. In order to connect registered terminal equipment to the Telephone Company lines, the terminal equipment must utilize an FCC "standard means of connection", often referred to as a "registered jack". The type of jack utilized on the ADIX APS is identified by a USOC code number. Different code numbers are utilized for the various types of services provided by the Telephone Company that the systems use. When requesting new telephone service, the Telephone Company must be informed of the code number for each type of service. The ADIX APS system can be configured as either a Private Branch Exchange (PBX) -

Fully Protected, Key Telephone System - Fully Protected or a Multi-Function (Hybrid) System - Fully Protected. For your convenience, the following are the codes and registration numbers applicable to the Omega-Phone ADIX APS equipment:

	FCC Numbers
	ADIX APS
Key Telephone System - Fully Protected	BD6MLA-21247-KF-E
Multi-Function (Hybrid) System - Fully Protected	BD6MLA-21244-MF-E
PBX - Fully Protected	BD6MLA-21246-PF-E

The ADIX APS is FCC, Part 68, registered as a fully protected telephone system. The following information must be provided to the local telephone operating company when requesting service terminating to the ADIX APS:

LOOP START TRUNK

Ringer Equivalence No 0.5B
Service Order Code9.0F
Facility Interface Code02LS2
Registered ConnectionRJ21X

GROUND START TRUNK[†]

Ringer Equivalence No1.0B
Service Order Code9.0F
Facility Interface Code02GS2
Registered ConnectionRJ21X

CALLER ID TRUNK

Ringer Equivalence No0.5B
Service Order Code9.0F
Facility Interface Code02LS2
Registered ConnectionRJ21X,
.....RJ11*

E&M TIE LINE CARD

TYPE 1
Facility Interface Codes.....TL31M
Service Order Code9.0F
Registered ConnectionRJ2GX
TYPE 2
Facility Interface Codes TL32M
Service Order Code9.0F
Registered ConnectionRJ2HX

T-1 SERVICE (SF)

Facility Interface Code04DU9-BN
Service order Code 6.0P
Registered ConnectionRJ48C

T-1 SERVICE (ESF)

Facility Interface Code04DU9-1KN
Service order Code6.0P
Registered ConnectionRJ48C

DID TRUNK*

Facility Interface Code02RV2-T
Ringer Equivalence No...0.0B
Service order Code9.0F
Registered Connection.... RJ21X

OPS LINE CARD

Facility Interface Codes.....OL13C
Service Order Code9.0F
Registered Connection.... RJ21X

ISDN BRI CARD

Facility Interface Codes.....02IS5
Registered Connection.RJ49C[#]

ISDN PRI CARD

Facility Interface Codes.....04DU9-1KN
Registered Connection.RJ49C or
.....RJ48X

NOTE:

* Check with local utility or service provider for type of connection allowed.

Not available for BD6MLA-21247-KF-E or BD620Q-60444-KF-E registration applications.

NT1 required.

(2) Restrictions on the Use of Registered Telephone Equipment

FCC rules governing customer owned telephone equipment specifically exclude the use of the ADIX APS on public coin telephone (payphone) lines. The connection to party line service is subject to local state tariffs. Contact your state public utility, public service commission or corporate commission for information on this.

(3) Incidence of Harm

If for some reason the ADIX APS causes harm to the Telephone Company network, the Telephone Company will notify you in advance that temporary discontinuance of service may be required. In the event advance notice is not practical, the Telephone Company will notify you of the interruption of service as soon as possible. Also, the Telephone Company will advise you of your right to file a complaint with the FCC if you believe it is necessary. The Telephone Company may also make changes in its facilities, operations or procedures that could affect the operation of your system. If this occurs, the Telephone Company will provide advance notice in order for you to make the necessary modifications to maintain uninterrupted service.

(4) Hearing-Aid Compatibility

The ADIX APS, utilizing telephone station equipment manufactured by Iwatsu, meets all FCC requirements for hearing-aid compatibility.

(5) Instruction Regarding the Repair and Refurbishment of Registered Equipment

Only the manufacturer or its authorized agents are permitted under FCC rules to make other than routine repairs to registered telephone equipment. Repairs made to registered telephone equipment by unauthorized entities is a violation of local state tariffs and will void equipment warranties. Routine repairs are classified typically as lamp replacement, fuse replacement, directory label replacement, etc. All other repairs to your ADIX APS telephone equipment should be performed by Iwatsu America, Inc. When trouble is experienced on any telephone line that your system is connected to and the trouble is causing harm to the network, the Telephone Company may request that you remove the equipment from the telephone lines(s) until the problem has been corrected. To contact Iwatsu America, Inc., for information regarding the repair of your equipment, write or call:

(201) 935-8580

IWATSU AMERICA, Inc.

70 Moonachie Avenue

Moonachie, NJ 07074

Attn: Repair Department

(6) Use of Other FCC Registered Equipment

Aside from the Ringer Equivalence reporting as explained (above), use of other FCC equipment may provide for specific limitations depending upon the type of equipment. Check the instructions included with such equipment to determine what the limitations are, if any, on the use of such equipment.

(7) Automatic Dialers

The ADIX APS contains features that provide for the automatic dialing of outgoing calls. When programming Emergency Numbers and/or making test calls to Emergency Numbers:

- a) Remain on the line and briefly explain to the dispatcher the reason for the call.
- b) Perform such activities during off-peak hours such as early morning or late evening.

(8) Toll Restriction and Optimized Routing Features

The ADIX APS provides both Toll Restriction and Optimized Routing features that may be programmed in your system. The software or programming contained in the ADIX APS system may need to be upgraded to allow user access to the network in order to recognize newly established network area codes and exchange codes as they are placed in service. Failure to upgrade the programming or software (if required) to recognize the new codes as they are established will restrict the user from gaining access to the network and to these codes. Bell Communication Research (Bellcore) publishes North American Numbering Plan (NANP) information in paper, microfiche and tape. An abbreviated summary of the newly established area codes and exchange codes is also available. Bellcore may be contacted at (973) 829-2000 or on the Internet at www.belcore.com to obtain the appropriate information for keeping current with changes in the NANP.

(9) Direct-Inward-Dialing (DID) Requirements

The ADIX APS meets all FCC requirements for Direct-Inward-Dialing (DID) service by providing Answer Supervision on incoming DID calls in accordance with FCC regulations. Allowing this equipment to be operated in such a manner as to not provide proper Answer Supervision is a violation of Part 68 of the FCC's rules. The equipment returns proper Answer Supervision to the local telephone exchange when DID calls are: answered by the called station, answered by the attendant, routed to a recorded announcement that can be administered by the system user, routed to a dial prompt (instruction).

(10) Radio Frequency Emissions

The ADIX APS is registered with the FCC as a Class A RF Device that may radiate radio frequency emissions. In the event that the system causes interference with another device, steps must be taken to reduce the interference, including possible removal of the equipment. While the probability of such an event is remote, consult Iwatsu America, Inc. for further assistance if this occurs.

(11) Equal Access Requirements

This system is capable of providing users access to interstate providers of operator services through the use of equal access codes. Failure to provide equal access capabilities is a violation of the Telephone Operator Consumer Services Improvement Act of 1990 and Part 68 of the FCC rules.

(12) Electrical Safety Advisory

While this system is fully compliant with FCC Rules and Regulations, it is recommended that an AC surge arrestor of the form and capacity suitable for the model of system purchased be installed in the AC outlet to which the system is connected. Consult with your distributor as to the surge protector requirements for your system.

(13) Music-On-Hold

In accordance with U.S. Copyright Law, a license may be required from the American Society of Composers, Authors and Publishers, or other similar organization, if radio or TV broadcasts are transmitted through the music-on-hold feature of the telecommunication system. Iwatsu America Inc., hereby disclaims any liability arising out of the failure to obtain such a license.

(14) Use of Call Recorder and VM Record

In certain states it is illegal to intercept and/or record telephone calls. In certain states and under certain circumstances it is illegal to intercept for the purposes of listening in and/or recording telephone calls. Because such activity is not illegal in all jurisdictions and may be permitted in training and/or monitoring of personnel, this telephone system can be programmed to permit interception and/or recording with or without warning to those on the line. Before utilizing the system for such purposes, you are advised to consult with an attorney familiar with laws of the jurisdiction in which you utilize such feature. IWATSU AMERICA, INC., its distributors, and the manufacturers responsible for this feature make no representations with respect to the legality of its use and disclaim any liability for claims and/or damages arising from the use or misuse of this feature.

(15) E911

In order to comply with regulations for Enhanced 911 services that are being implemented in many states, ADIX APS provides for Enhanced E911 Service either by using optional third party equipment, or the system can be configured to use assigned telephone numbers (ANI) for defined areas based on the proposed "40,000 sq. ft. rule." Enhanced 911 provides the 911 Public Service Answering Point (operator) information that identifies either the extension and/or the general location of the caller.

IWATSU AMERICA, INC.

ADIX APS SYSTEM COMPONENTS OVERVIEW

IX-CML Common Module

5 Universal Card Slots
Dimensions (HxWxD): 12.5"x19"x11.5"
Weight: 17 lbs. Empty; 30.4 lbs. Full Capacity
Power Supply: IX-PWSL, IX-PWSM, IX-PWSS

IX-EXPML1 Expansion Module

3 Maximum (2nd, 3rd, and 5th Shelf)
6 Universal Card Slots
Dimensions (HxWxD): 11.5"x19"x11.5"
Weight: 16 lbs. Empty; 29.7 Full Capacity
Power Supply: IX-PWSL or IX-PWSM

IX-EXPML2 Expansion Module

1 Maximum (4th Shelf only)
6 Universal Card Slots
Dimensions (HxWxD): 11.5"x19"x11.5"
Weight: 16 lbs. Empty; 29.7 Full Capacity
Power Supply: IX-PWSL or IX-PWSM

IX-PWSL Power Supply

Dimensions (HxWxD): 9.2"x2.7"x11"
Weight: 5.5 lbs.

IX-PWSM Power Supply

Dimensions (HxWxD): 9.2"x2.7"x11"
Weight: 5.5 lbs.

IX-PWSS Power Supply

Dimensions (HxWxD): 9.2"x2.7"x11"
Weight: 4.3 lbs.

Switch Parameters

32-bit CPU
Time Division Multiplexed PCM32
Mu-law Speech Compression
Time Slots: 512
Flash Memory
Distributed Multi-microprocessor

Flash Memory Capacity

w/IX-CPU20 MEM-M (B1): 4MB
w/IX-CPU20 MEM-L (B1): 4 MB

RAM Capacity

w/IX-CPU20 MEM-M (B1): 4 MB
w/IX-CPU20 MEM-L (B1): 6 MB

Heat Dissipation

IX-PWSS (max.):	130 BTU/hr
IX-PWSM (max.):	162 BTU/hr
IX-PWSL (max.):	243 BTU/hr



Environment

Operating Temperature:
0° to 40°C/32° to 104°F
Storage Temperature:
-10° to 50°C/14° to 122°F
Relative Humidity (non-condensing): 10%
to 90%

Power	Nominal	Max.
IX-PWSS:	86 watts	122 watts
IX-PWSM:	167 watts	250 watts
IX-PWSL:	252 watts	360 watts

AC Input

AC Input Voltage Tolerance:
IX-PWSS: 108V-132V @ 120V
IX-PWSM: 90V-135V @ 110V
IX-PWSL: 108V-132V @ 120V
Frequency Tolerance:
IX-PWSS: 54 Hz-66 Hz
IX-PWSM: 47 Hz-63 Hz
IX-PWSL: 47 Hz-63 Hz
Maximum Input Current
IX-PWSS: 2.0A
IX-PWSM: 2.0A
IX-PWSL: 3.0A

Ring Generator

Frequency: 20 Hz
Amplitude: 90 Vac
Maximum Simultaneous Ringing (SLT):
20

Battery Backup

ADIX APS (IX-PWSL, IX-PWSM) power supplies include a battery interface. Backup time is dependent upon battery array, system size and system usage. IX-PWSS power supply does not provide battery backup connection.

FCC Registration Numbers

KF: BD6MLA-21247-KF-E
MF: BD6MLA-21244-MF-E
PF: BD6MLA-21246-PF-E

IC Registration Number

577 3326 A

Facility Interface Codes

Loop Start Trunks: 02LS2
Ground Start Trunks: 02GS2
DID Trunks: 02RV2-T
E&M Tie Lines: TL31M/TL32M
OPS Lines: 0L13C
T1-SF: 04DU9-BN
T1-ESF: 04DU9-1KN
ISDN BRI: 02IS5
ISDN PRI: 04DU9-1KN

Software

Abandon Call Storage: 500 call records
Account Codes: 12 digits
Call Forwarding: 10 steps
No Answer: no limit to steps
Call Pick-up Groups: 60
CO/ICM Hunt Groups: 60
CO/Station Alphanumeric ID: 8 characters
DID Alphanumeric ID: 16 characters
Doorphone Ringing Assignment: 16 stations/doorphones
External Paging Zones: 30
Flexible Numbering Plan: 1-4 digits
Forced Verified Account Codes: 800
Incoming Call Delayed Ringing Assignment: 16 stations/line

Software (Cont.)

Incoming Call Ringing Assignment:	
16 stations/line, 32 stations/line	
if delayed ringing assignment is	
not programmed.	
Incoming Trunk Groups:	60
Intercom Call Groups:	60
Maximum Call Coverage Keys:	2048
Maximum Digits per Speed Dial	
Number:	32
Maximum Stations per Hunt Group:	32
Maximum Stations per Paging Group:	64
Maximum Stations per Text Message	
Group:	16
Outgoing Trunk Groups:	60
Paging Groups Internal:	30
Park Orbits	
Attendant/System:	60
Station:	1
Programmable System Announcement	
Time: 330 seconds (IX-CMSG-1)	
Relays	32
Speed Dial Alphanumeric ID:	
10 characters	
Station Speed Dial Numbers:	10
Station Text Messages:	10
System Speed Dial Numbers:	900
System Text Messages:	90
Text Message Groups:	60

Circuits Per Card

Caller ID Trunk Card (IX-8CITK):	8 circuits
Caller ID Trunk Module (IX-400):	4 circuits
Campus APS Networking Card	
(IX-DTI-N w/IX-VCOMP):	1 circuit
CO Transfer Card (IX-4TRAN):	4 circuits
Conference Card (IX-8CNFBOX-1):	8 circuits
DID Trunk Card (IX-4DITK):	4 circuits
IP Station Card (IX-8IPSUB/IX-	
8EIPSUB)	8 circuits
Digital Station Card (IX-16PSUB):	16 circuits
Digital Station Card (IX-8PSUB-1):	8 circuits

Circuits Per Card (Cont.)

Digital Station/Caller ID Trunk Card	
(IX-408):	12 circuits
Digital Station/On-premise SLT Card	
(IX-044):	8 circuits
E & M Tie Line Trunk Card	
(IX-4EMTK):	4 circuits
Ground/Loop Start Trunk Card	
(IX-8LGTK):	8 circuits
ISDN BRI Trunk Card	
(IX-4ICOTB/IX-4EICOTB)	4 circuits
(IX-2ICOTB)	2 circuits
IP Networking Card (IX-8IPNET/IX-	
8EIPNET)	8 circuits
ISDN PRI Trunk Card (IX-DTI-P):	1 circuit
Message Lamp SLT Card	
(IX-8SUBM-3):	8 circuits
Message Lamp SLT Expansion Card	
(IX-8ESUBM):	8 circuits
Off-premise SLT Card (IX-4SUBL):	4
circuits	
Omega-Voice VMI Voice Mail Card	
(IX-4VML)	4 circuits
Omega-Voice VMI Expansion Card	
(IX-EVML)	4 circuits
Omegatrek Wireless Interface Card	
(IX-4CSUB-3)	4 circuits
On-premise SLT Card (IX-8SUBS-3):	8 circuits
On-premise SLT Expansion Card	
(IX-8ESUBS):	8 circuits
T1 Trunk Card (IX-DTI-T):	1 circuit
ZT-D Station Card (IX-8DSUB):	8 circuits

Attendant Console

Maximum Attendant Positions:	8
Loop Keys (Incoming Lines):	8
Programmable Function Keys:	16
Programmable DSS Keys:	30
Menu Driven Software Function Keys:	8
Call Waiting Indications:	12
Alphanumeric LCD:	
4 rows, 40 characters	
BLF Indications:	200 x 2

Telephone Requirements

Digital Telephones

Wiring:	1 pair
Total End-to-end Distance	
22 AWG Twisted Pair:	1,000 ft.
24 AWG Twisted Pair:	1,000 ft.
1 Star Repeater:	1,500 ft.
2 Star Repeaters:	8,500 ft.

IP Telephones

Wiring:	CAT 3 (UTP) or better CAT 5 (UTP) or better
Total End-to-end Distance	
CAT 3/5:	328 ft.

Single Line Telephones

Wiring:	1 pair
Wiring w/Message Lamp:	1 or 2 pair
Maximum Loop Resistance (Includes SLT)	
On-premise SLT:	600 ohm
Off-premise SLT:	1,200 ohm
Ringing Frequency:	20Hz

Omegatrek IX-BS5 Base Stations

Wiring:	1 or 2 pair
Total End-to-end Distance	
22 AWG Twisted Pair:	820 ft.
24 AWG Twisted Pair:	460 ft.
1 IX-BSREP Repeater:	4,450 ft.
2 IX-BSREP Repeaters:	10,150 ft.

Seismic Withstanding

Applied Force	Sweep Cycle/Wave	Applied Waves	Simulated Installation
0.25g vertical 0.125g horizontal	0.5-10Hz	30	Ground level, floor mount
0.5g vertical 0.25g horizontal	0.5-5Hz	30	2 nd to 6 th floor mount

Campus APS Networking

ADIX APS Systems per Network:	16
Ports per Network Application:	480
Local Survivability:	Yes
Full Feature Transparency:	Yes
Communications Channels per T1 Span:	46
Data Channel Split on T1 Span:	Yes
Resource Sharing Across Network:	Yes
Voice Compression:	Yes
Uniform Intercom Dialing:	Yes

ADIX APS with IX-PWSL Hardware Capacity¹

This table lists the maximum port capacities for the ADIX APS system utilizing the IX-PWSL power supply based on configuration.

Type	Configuration	IX-MEM-M	IX-MEM-M	IX-MEM-L	IX-MEM-L	IX-MEM-L
	Shelf 5					IX-EXPML1
	Shelf 4				IX-EXPML2	IX-EXPML2
	Shelf 3			IX-EXPML1	IX-EXPML1	IX-EXPML1
	Shelf 2		IX-EXPML1	IX-EXPML1	IX-EXPML1	IX-EXPML1
	Shelf 1	1 IX-CML	IX-CML	IX-CML	IX-CML	IX-CML
IX-PWSL Power Supplies Required		1	2	3	4	5
Universal Card Slots		5	11	17	23	29
Number of Ports ²		88	184	280	376	472
Trunk Ports ³		36/52	84/116	132/180	180/224	224/250
Station Ports		72	144	216	288	360
IP Stations (IX-12IPKTD)		72	160	248	336	400
Omegatrek Portable Station (IX-PS6)		192	192	392	392	392
IX-BS5 Base Stations		16	40	64	88	96
Digital Station Ports ⁴		72	144	216	288	360
Attendant Positions		8	8	8	8	8
Attendant Consoles		7	7	7	7	7
BLF Units ⁵		8	8	8	8	8
DSS Units (IX-DSS-A-2) ⁵		15	15	15	15	15
On-Premise SLTs (Regular)		68	140	212	284	356
On-Premise SLTs (MSG)		64	136	208	280	352
Off-Premise SLTs		4	8	12	16	20
Doorphones		71	143	215	287	359
Busy Bypass Units ⁶		36	72	108	144	180
Loop Start Trunks		36	84	132	180	216
Caller ID Trunks		36	84	132	180	224
Ground Start Trunks		32	80	128	176	216
E & M Tie Trunks		16	40	64	88	112
DID Trunks		16	40	64	88	112
IX-MSGU Message Cards		3	7	8	8	8
IX-EDVIF Cards ⁷		1	1	1	0	0
Conference Circuits		32	32	32	32	32
T1 Cards (IX-DTI-T)		2	4	6	8	10
ISDN BRI Cards (IX-4ICOTB or IX-4EICOTB)		7	18	29	40	51
ISDN BRI Cards (IX-2ICOTB)		4	10	16	22	28
ISDN PRI Cards (IX-DTI-P)		2	4	6	8	10
Campus APS Network Cards (IX-DTI-N w/ IX-VCOMP)		3	6	9	12	15
IX-4CSUB-3		4	10	16	22	24
IP Networking Cards (IX-8IPNET/IX-8EIPNET)		9	20	31	42	50

1. This table lists the maximum quantity supported for each component type based on the type of power supply installed on the shelf, total number of card slots available, software restrictions and the power consumption of each component. The combined total number of ports for each system is limited to the "Number of Ports" category of this table.
2. The combined number of Station, Trunk, and Misc ports may not exceed the number of ports listed in this category.
3. First number indicates the maximum trunk ports when IX-DTI-T or IX-DTI-P cards are not utilized. The second number

indicates the maximum number of trunk ports when IX- DTI-T or IX-DTI-P cards are utilized. Based on configuration and usage, actual numbers may be less.

4. The maximum number of station ports per shelf may not exceed 72. This number does not apply to PS6 Portable Stations.
5. The total combined number of IX-BLF Units and IX-DSS-A-2 units installed in the system may not exceed 15.
6. When Busy Bypass Units are used, the total number of Digital Stations should not exceed these numbers.
7. The IX-EDVIF card may only be installed in the first 3 shelves of the system. For additional serial card functions, IX-SCIF or IX-HCIF cards can be added based on available card slots and power consumption.

ADIX APS with IX-PWSS and IX-PWSM Hardware Capacities¹

This table lists the maximum port capacities utilizing the IX-PWSS or IX-PWSM power supplies based on ADIX APS configuration. The IX-PWSS power supply may only be installed in an IX-CML Common Module.

System	ADIX APS			
	IX-PWSS	IX-PWSM	IX-PWSM	IX-PWSM
Expansion Modules	0	0	1	2
Universal Card Slots	5	5	11	17
Number of Ports ²	52	88	184	256
Trunk Ports ³	28	32	80	128
Station Ports	32	32	80	120
Omegatrek PS6 Portable Stations	72	72	160	248
IX-BS5 Base Stations	16	16	32	48
Digital Station Ports	24	32	80	120
Attendant Positions	8	8	8	8
Attendant Consoles	0	7	7	7
BLF Units ⁴	0	5	5	5
DSS Units ⁴	8	8	8	8
On-premise SLTs	16	24	64	96
Off-premise SLTs	4	4	8	12
Doorphones	23	31	79	119
Busy Bypass Units ⁵	12	16	40	60
Loop Start Trunks	16	32	80	128
Caller ID Trunks	16	32	80	128
Ground Start Trunks	16	32	80	128
E & M Tie Lines	4	16	40	64
DID Trunks	4	16	40	64
Message Cards (IX-MSGU)	3	3	6	8
IX-EDVIFCards ⁶	1	1	1	1
Conference Circuits	32	32	32	32
IP Networking Cards (IX-8IPNET/IX-8EIPNET)	9	20	31	42
T1 Cards ³	1	1	3	5
IX-BS5 Base Stations	16	16	36	56
ISDN BRI Cards (IX-4ICOTB or IX-4EICOTB) ³	3	3	13	23
ISDN BRI Cards (IX-2ICOTB) ³	3	3	6	9
ISDN PRI Cards ³	1	1	3	5
Campus APS Network Cards (IX-DTI-N w/ IX-VCOMP)	1	1	3	5
IX-4CSUB-3	4	4	9	14
Shelf 1	1 IX-CML	IX-CML	IX-CML	IX-CML
Shelf 2			IX-EXPML1	IX-EXPML1
Shelf 3				IX-EXPML1
Configuration	IX-MEM-M	IX-MEM-M	IX-MEM-M	IX-MEM-M

1. This table lists the maximum quantity supported for each component type. The combined total number of ports for each system is limited to the "Number of Ports" category of this table. The capacities listed are based on the total number of card slots available, software restrictions and the power consumption of each component. It is recommended to use the ADIX APS Power Calculator Program to determine the exact power supply required.
2. The combined number of Station, Trunk, and Misc ports may not exceed the number of ports listed in this category.

3. Based on configuration and usage, actual numbers may be less.
4. The total combined number of IX-BLF Units and IX-DSS-3 units installed in the system may not exceed 15.
5. units installed in the system may not exceed 15.
6. When Busy Bypass Units are used, the total number of Digital Stations may not exceed these numbers.
7. For additional serial card functions, IX-SCIF or IX-HCIF cards can be added based on available card slots and power consumption.

Key Telephone Lamp Indications

<u>Status</u>	<u>Lamp Indication</u>
I-Use (Green).....	Modulation Steady (On)
CO Incoming/Call Forward	0.1 sec. on, 0.9 sec. off
I-Hold (Green).....	0.5 sec. on, 0.5 sec. modulated on
System Hold/Non-Privacy	0.1 sec. off, 0.3 sec. modulated on
Recall, ICM Incoming, MSG	0.7 sec. off, 0.3 sec. modulated on
DND	0.5 sec. on, 0.5 sec. modulated on
Busy.....	Steady (On)

Station Port Requirements

<u>Model</u>	<u>Description</u>	<u>ADIX Ports Required</u>
IX-ATT	Attendant Console.....	2
IX-BLF.....	Busy Lamp Field.....	1
DCKT970.....	Digital Wireless Telephone.....	1 or shared with digital telephone
IX-DCKT900	Digital Wireless Telephone.....	1 or shared with digital telephone
IX-PS6.....	Digital Portable Key Telephone.....	1
IX-DSS-3.....	50 DSS & 20 function keys with display	1
IX-DSS-A.....	50 DSS & 20 function keys with display	1
IX-DSS-A-2.....	50 DSS & 20 function keys with display	1
IX-DSS-B	50 DSS keys.....	1
IX-12IPKTD	12 line keys (24 line keys with IX-ELK-3)	1
IX-12KTS-3	12 line keys (24 line keys with IX-ELK-3)	1
IX-12KTD-3.....	12 line keys (24 line keys with IX-ELK-3)	1
IX-12KTS-2	12 line keys (24 line keys with IX-ELK-3)	1
IX-12KTD-2.....	12 line keys (24 line keys with IX-ELK-3)	1
IX-8KTS.....	8 line keys	1
IX-8KTD	8 line keys with display.....	1
IX-24KTS.....	24 line keys	1
IX-24KTD	24 line keys with display.....	1
IX-MKT	Digital Key Telephone.....	1
IX-DMS.....	Data Module	1
IX-DDPH	Digital Doorphone	1
IX-PSUBMDM ..	Digital Port Modem	1

Time Parameters

Hold Recall Timer0 - 255 seconds
Timed Trunk Queuing1 - 20 minutes
Doorphone Answer Time5 - 255 seconds
VSS Recording Time.....0 - 120 seconds
Hunting Time0 - 255 seconds
Night Mode Start Time.....00:00 - 23:59
Auto CO Answer Start Time00:00 - 23:59
MISC Relay Timer10 - 255 ms
DISA-Waiting Time0 - 255 seconds

ADIX APS STATIONS

OMEGA-PHONE DIGITAL TELEPHONES AND OMEGATREK WIRELESS TELEPHONES

There is a wide assortment of Omega-Phone digital telephones designed to work with ADIX APS. These telephones have a combination of Fixed Features keys and Programmable Multipurpose keys. Many of the models are equipped with a digital display and have keys that provide red and green LED indication.

IX-12IPKTD IP Telephone

The IX-12IPKTD IP Telephone uses an Ethernet connection to interface with all ADIX system features. The IX-12IPKTD has a backlit, 4-line LCD with four menu keys to access and execute ADIX features from the phone's display. Additionally, the IX-12IPKTD IP telephone has 8 function keys with red LEDs and 12 line keys with red/green LEDs. Separate volume controls for the speaker, the ringer and the headset/handset are on the face of the phone.

Also included with the IX-12IPKTD IP Telephone is an integrated Layer 2 switch. This switch allows the connection of another device on the network and requires no additional ports on the switch.

IX-12KTD-3 Digital Key Telephone with Display

The IX-12KTD-3 Digital Key Telephone with Display is the same as the IX-12KTS-3 with the addition of a 2-line, 16 characters per line backlit liquid crystal display and an incoming call indicator lamp. The IX-12KTD-3 also includes 8 function keys with red LEDs and 12 line keys with red/green LEDs. Separate volume controls for the speaker, the ringer and the headset/handset are on the face of the IX-12KTD-3.

IX-12KTS-3 Digital Key Telephone

The IX-12KTS-3 Digital Key Telephone offers all the functionality of the IX-12KTD-3 but without the LCD display. The IX-12KTS-3 Digital Key Telephone is field upgradeable to accept an IX-KTLCD-3 LCD display. The IX-12KTD-3 also includes 8 function keys with red LEDs and 12 line keys with red/green LEDs. Separate volume controls for the speaker, the ringer and the headset/handset are on the face of the IX-12KTD-3.

IX-12KTD-2 Digital Multiline Telephone

The IX-12KTD-2 Digital Multiline Display Telephone is the same as the IX-12KTS-2 with the addition of a 2-line, 16 characters per line liquid crystal display and an incoming call indicator lamp. This display is very helpful for using advanced features and for providing status information. The oversized indicator lamp flashes red for incoming calls and green for a programmable feature such as message waiting.

IX-12KTS-2 Digital Multiline Telephone (Discontinued)

The IX-12KTS-2 Digital Multiline Telephone has four fixed feature keys, eight programmable feature keys with red LEDs, plus an additional 12 multipurpose keys for feature operation or outside line appearances. Twelve multipurpose keys may be added to the IX-12KTS-2 with the addition of an IX-ELK key expansion module.

IX—MKT Digital Key Telephone

The IX-MKT Digital Key telephone is equipped with 4 Fixed Feature Keys with a red LED and 8 Programmable Multipurpose Keys with a red/green LED, and an incoming call indicator lamp that flashes red for incoming calls and green for a programmable feature such as message waiting. The IX-MKT may be upgraded with an optional internal speakerphone unit. In addition, the IX-MKT also supports a single line/modem connection (for outgoing calls only) through an in-board modular connector. This feature allows simultaneous use of a modem while on a voice call. This model is available in black or white.

Omegatrek PS6 Portable Station (IX-PS6)

The Omegatrek PS6 Portable Station is a lithium battery-operated portable telephone that allows users to make and receive calls within the service area covered by an Omegatrek IX-BS5 Base Station. The IX-PS6 Portable Station has a three-line display, eight multiple purpose keys each with a red/green LED, an integrated handset speaker for voice announce and hands-free answerback, multiple ringing tones including vibrate mode, and an integrated headset jack.

DCKT970 Digital Wireless Key Telephone

The DCKT970 Digital Wireless Key Telephone has four feature keys (Transfer, Hold, Feature, Channel and Redial) and four function (F1-F4) keys. It may be connected directly to a digital station port, or it may share a port with a digital telephone. All of the keys on this telephone are programmable with the exception of the Talk, Channel and Redial keys which are fixed. The transmission frequency of the DCKT970 is between 902 and 928 Mhz.

***IX-DCKT900 Digital Wireless Key Telephone
(Discontinued)***

The IX-DCKT900 Digital Wireless Key Telephone has four feature keys (Transfer, Hold, Feature, and Memo) and four function (F1-F4) keys. It may be connected directly to a digital station port, or it may share a port with a digital telephone. All of the keys on this telephone are programmable with the exception of the MEMO key which is fixed. The transmission frequency of the IX-DCKT900 is between 902 and 928 Mhz.

***IX-8KTS and IX-24KTS Digital Wireless Key Telephone
(Discontinued)***

The Digital Multiline Telephone has the same 12 Feature keys as the Versa-Phone, but is enhanced by providing the user with an additional eight or 24 keys for feature operation or outside line appearances. The additional keys are called Multipurpose keys.

Omegatrek IX-BS5 Base Station

To optimize the signal reception, the Omegatrek Wireless System is installed using a cell configuration. A cell is the area covered by radio signals from an IX-BS5 Base Station. Signal strength in a cell is designed to be strong enough for users of the Omegatrek Wireless System to carry on normal conversations throughout the cell area.

ATTENDANT CONSOLE

The Attendant Console has been designed to provide convenience and speed for the processing of incoming calls. There are 24 Feature keys that may be programmed for specific feature functionality or outside line termination. Eight of these 24 keys have dual-color (red and green) lamps that are usually reserved for outside line termination. These keys are frequently referred to as Float (FLT) or Loop keys. In addition to these keys, there are 30 keys that can be programmed as Direct Station Selection (DSS) keys. DSS keys provide one-touch access to call the system extensions.

The Handset (Receiver) or Headset may be attached to either side of the Attendant Console. If your organization has the requirement to train a new attendant, a second Handset or Headset may be attached. Each side has the option of either being in the talk or monitor mode by moving the Talk/Monitor switch.

The Attendant Console also has two Lamp indicators. One is to inform you if there is an alarm condition in the system. The other one is to inform you of the number of calls waiting to be answered, up to 12 calls.

You will also notice that the Attendant Console has keys to adjust the Handset, Ringer and Speaker volume.

The Attendant Console has a 4-line, 40 characters per line liquid crystal display. The display provides call status information along with the date and time. There is a Display Contrast switch on the right side of the Attendant Console to compensate for different lighting conditions.

The display also provides a second function. It works in conjunction with six Soft Function keys to enhance advanced feature operation. These Soft Function keys have no fixed functionality. Their capabilities are interactive with the prompts that appear on the display.

Pressing a Soft Function button that corresponds to a prompt on the display will result in a change of the prompts on the display.

An optional Busy Lamp Field (BLF) may be added to the Attendant Console. The Busy Lamp Field has 200 lamps to provide status indication for the system extensions and outside lines.

The Attendant Console has all the capabilities described in the Digital Telephone User's Guide. Many feature operations in the Digital Telephone User's Guide require the pressing of the Speaker button (SPKR) to start and end feature operation. The Attendant Console does not require the use of the Speaker button (SPKR) to start feature operation, but does require pressing of the Release button (RLS) to end feature operation.

The maximum number of DSS Units and Attendant Consoles installed in the system may not exceed eight.

ATTENDANT POSITION

The Attendant Position consists of a Digital Multiline Display Telephone and a Direct Station Selection (IX-DSS-3) Unit. Two types of DSS Units may be used at the Attendant Position. Each Attendant Position may have a maximum of four DSS Units. The maximum number of DSS Units and Attendant Consoles that may be used in an ADIX APS system is eight.

IX-DSS-3

The IX-DSS-3-A has 50 keys to provide one-touch access and status indication for the system extensions. In addition, there are 20 keys that may be programmed for specific attendant features. This DSS Unit also has a 40-character liquid crystal display to assist in call processing. All features and specifications of the IX-DSS-A-2 are available in the newer IX-DSS-3.

IX-DSS-A-2

The IX-DSS-2-A has 50 keys to provide one-touch access and status indication for the system extensions. In addition, there are 20 keys that may be programmed for specific attendant features. This DSS Unit also has a 40-character liquid crystal display to assist in call processing.

A DSS Unit can provide status indication for 100 system extensions. This is accomplished by programming two extensions to each of the 50 keys on the DSS. The attendant may alternate between the two groups of extensions by pressing the button representing the desired group.

The keys on the DSS Units have lamps that light in two colors, red and green. The lamp indications are as follows:

Red flashing lamp:	The extension is in either the Do Not Disturb, Call Forward, Absence Message, Station Forced Release or Station Lock mode.
Solid red lamp:	The extension is busy.
Green flashing lamp:	The extension has the Message Waiting lamp lit.
Solid green lamp:	The extension is talking with the attendant.

The Attendant Position has all the capabilities described in the Digital Telephone User's Guide.

ZT-D TELEPHONES (DISCONTINUED)

The telephone sets from Iwatsu's smaller ZT-D system may be used with ADIX APS. ZT-D Telephones have four Fixed Feature keys and six Programmable Feature keys with red LED lamps. The four Fixed Feature keys are assigned as Speaker (SPKR), Transfer (TRAN), Feature (FEAT) and Hold/Do Not Disturb (HOLD/DND).

These telephones are available in two different configurations that provide either an additional 12 or 24 keys. These additional keys are called Multipurpose keys and may be programmed for outside line and feature appearances. These additional keys provide both red and green LED lamp indications.

All models of the ZT-D Telephone are available with an optional 1-line, 16-character liquid crystal display. This display is very helpful for using advanced features and for those who spend a great deal of time on the phone.

An Autodial Unit or Busy Bypass/Autodial Unit may not be added.

Because the ZT-D telephone LCD is one line the system name is not displayed when the set is idle.

The off-hook call announce (Busy Bypass Voice Calling) feature provided in the ZT-D "X" model telephones can be used in ADIX APS systems starting with software version 4.2.

ZT-S TELEPHONES (DISCONTINUED)

The telephone sets from Iwatsu's smaller ZT-S system may be used with ADIX APS. ZT-S Telephones have four Fixed Feature keys and six Programmable Feature keys with red LED lamps. The four Fixed Feature keys are assigned as Speaker (SPKR), Transfer (TRAN), Feature (FEAT) and Hold/Do Not Disturb (HOLD/DND).

These telephones provide an additional 18 keys. These additional keys are called Multipurpose keys and may be programmed for feature operation. These additional keys do not provide an LED lamp indication.

ZT-S Telephones are available with an optional one 1-line, 16-character liquid crystal display. This display is very helpful for using advanced features and for those who spend a great deal of time on the phone.

An Autodial Unit or Busy Bypass/Autodial Unit may not be added.

Because the ZT-S telephone LCD is one line the system name is not displayed when the set is idle.

The off-hook call announce (Busy Bypass Voice Calling) feature is not supported by ZT-S Telephones.

DIGITAL DOORPHONES

The Digital Doorphone (IX-DDPH) provides an economical and simple method to allow visitors to make an intercom call to gain entrance to your building.

SINGLE LINE TELEPHONES

Industry standard single line telephones (either 500 or 2500 type) can be connected as on-premise or as off-premise extensions.

DIGITAL PORT MODEM

The IX-PSUBMDM Digital Port Modem requires any digital port and facilitates off-site maintenance and programming of you ADIX APS telephone system.

OPTIONAL STATION EQUIPMENT

The following components provide the ADIX APS station terminals with additional features.

IX-COMLINK-2 COMPUTER TELEPHONY INTERFACE ADAPTER

IX-COMLINK-2 is a TAPI-compliant Computer Telephony Interface adapter that bridges the gap between your PC and ADIX APS digital desktop telephone. IX-COMLINK-2 combines desktop application software such as Iwatsu's Contact Point application and a digital telephone system to fully harness the power of your PC through your ADIX APS telephone system.

IX-KTLCD-3 DISPLAY UNIT (IX-12KTD / S-3 ONLY)

IX-KTLCD-3 units are available in both black and white to match the IX-12KTD / S-3 Digital Key Telephones. The IX-12KTS-3 Digital Key Telephones are field upgrade-able to receive the new IX-KTLCD-3 unit.

IX-12ELK-3

Expansion Line Key Unit. IX-12ELK-3 units add an additional 12 keys to your IX-12IPKTD IP Telephones or IX-12KTD / S-3 Digital Key Telephones and are available in both black and white to match the telephones. The buttons on the black telephone are black, and the buttons on the white phone are gray. The IX-12IPKTD IP Telephones and IX-12KTD / S-3 Digital Key Telephones are field upgradeable to receive the IX-12ELK-3.

IX-LRAU (IX-12KTD / S-3 ONLY)

Internal Loud Ringer Unit. The IX-LRAU provides the interface for IX-12KTD-3 or IX-12KTS-3 Digital Key Telephone to a station loud-ringer, external speakerphone unit and a recording device. The IX-LRAU works the same as the IX-LRSP but provides a new interface to a recording device through a 1 / 8 inch mini-jack audio connector.

IX-LRSP

Station Loud-ringer/ External Speakerphone Adapter.

IX-BPCU (IX-12KTD / S-3 ONLY)

The IX-BPCU unit allows a caller that calls a busy station with the IX-BPCU unit installed to make a voice announcement to that busy station. Unlike ADIX digital key telephones prior to the IX-12KTD / S-3, the IX-12KTD-3 and IX-12KTS-3 Digital Key Telephones do not use an additional speaker and MIC for the busy bypass function. The IX-BPCU unit utilizes the speaker and the MIC of the IX-12KTD-3 or IX-12KTS-3 Digital Key Telephone. The IX-BPCU requires an additional digital station port to operate.

IX-BPAD

Station Busy Bypass/Auto-dialer Unit. Adds the busy bypass calling feature to multiline telephones, plus 16 programmable keys that can be used as auto-dialers. It requires one station port.

IX-SNHD

Station Noise Canceling Handset. Hearing aid compatible. Provides comfortable conversation in noisy areas for the ADIX APS telephones.

IX-SHHD

Station Amplified Handset. Provides acoustic receiving voice amplification for hearing impaired people.

IX-SHAD (STANDARD HANDSET)

Station Hearing Aid Handset. This is the factory-equipped handset and can be used with a hearing aid device that uses a magnetic pick-up coil.

IX-SSPU

Station Speakerphone Unit. Adds hands-free conversation feature on outside line calls to the ADIX APS telephones.

IX-AUTD

Station Auto-dialer Unit. Adds 16 programmable keys that can be used as auto-dialers.

IX-PHSAD

Station Headset Adapter/Auto-dialer Unit. Adds a headset adapter, plus 16 programmable keys that can be used as auto-dialers or DSS keys to the ADIX APS Digital Multiline Telephones.

IX-STPD

Station Pedestal/Wall Mount. Used to wall mount or to provide additional angle to the ADIX APS Digital Multiline Telephones.

IX-VTPD

IX-MKT Pedestal/Wall Mount. Used to wall mount or to provide additional angle to the ADIX APS IX-MKT Digital Key Telephone.

IX-ADPD

Autodial Pedestal/Wall Mount. Used to wall mount or to provide additional angle to the Autodial Unit.

IX-SREP

Star Repeater. Used to extend the distance an ADIX APS Digital Telephone, DSS, Attendant Console, or Digital Doorphone may be from the KSU (Key Service Unit). An IX-SRWPS is required for local power.

IX-SRPWS

Star Repeater Power Supply. Used to provide local power for two IX-SREPs.

IX-HSHG

Handset Hanger Assembly. The optional IX-HSHG is available in both black and white to match the IX-12KTD-3 and IX-12KTS-3 Digital Key Telephones. The Handset Hanger Assembly provides a more secure station handset cradle for wall-mounted stations.

POWER SUPPLY DESCRIPTION

The ADIX APS Power Supplies, IX-100PWS and IX-200PWS, provide compatible Common Module connection, differing only in the height and the output capacity. Therefore, a smaller Power Supply can easily be replaced by a larger one as the system expands.

IX-PWSS

Shelf power supply which can be used on an ADIX APS system.

IX-PWSM

Shelf power supply which can be used on an ADIX APS system.

IX-PWSL

Shelf power supply for IX-CML, IX-EXPML1, and IX-EXPML2. One IX-PWSL is required for the IX-CML and each IX-EXPML1 and IX-EXPML2. Only the IX-PWSL power supply can support the maximum capacity of the ADIX APS System.

IX-DCDCM

This unit provides -48 VDC talk battery. Required for off-premise single line telephones (IX-4SUBL), E&M Tie Lines (IX-4EMTK), DID Lines (IX-4DITK), and Ground Start outside lines (IX-8LGTK-2). The IX-DCDCM must be installed on the same shelf as the cards mentioned above.

IX-PMMSG

This unit is connected to the IX-8SUBM-2 card and provides +90 VDC power required for single line telephones with message lamps. The power is supplied only to the IX-8SUBM-2 card to which the IX-PMMSG is connected.

IX-RNGUM

This unit provides 90 VAC ringing voltage at 20 Hz. for single line telephones. Required for any IX-4SUBL or IX-8SUBS-2 card installed in the ADIX APS system.

IX-BACBB

Battery Connecting Cable for power failure back-up.

BATTERY BACK-UP

All ADIX APS power supplies (except IX-PWSS) include a battery interface. Backup time is dependent upon battery array, system size and usage.

COMMON CONTROL CARDS

Common control cards are the core of system operation and are always required in the Common Module. These cards include the Central Processing Unit, Expansion Memory and Highway Controller.

IX-CPUP/HW REV 1

The IX-CPUP/HW (REV 1) Controller Card contains a 32-bit processor that controls all ADIX APS system functions. When utilized, either an IX-CPU20 MEM-M (B2) or IX-CPU20 MEM-L (B2) CPU/Memory Module is also required. The CPU/Memory Module contains the actual 68EC020/25 MHz Central Processing Unit (CPU), as well as 4 MB of flash memory for the ADIX APS operating system. The IX-CPUP/HW (REV 1) Controller card has connectors to for CPU/Memory Module and supplies 4 MB of RAM for back-up memory. In addition, the IX-CPUP/HW (REV 1) Controller Card performs highway controller functions, synchronizes digital trunk clock timing and system highway timing (IX-PLLU).

The highway controller contains 16 two-way highways. Each highway consists of thirty-two PCM time division multiplexed data channels totaling 512 channels. The two-way highway channels provide voice and data communication through the system ports. This card also provides 32 four-party conference circuits, BGM and MOH source options, and a serial port for remote programming.

IX-CPU20 MEM-M (B2)

The IX-CPU20 MEM-M (B2) CPU/Memory Module is required in all ADIX APS systems up to 224 ports. This card contains 4 MB of Intel flash memory that contains the ADIX APS operating system. The IX-CPU20 MEM-M (B1) also contains the 68EC020/25 MHz Central Processing Unit (CPU).

IX-CPU20 MEM-L (B2)

The IX-CPU20 MEM-L (B2) CPU/Memory Module is required in all ADIX APS systems larger than 224 ports. This card contains 4 MB of flash memory contains the ADIX APS operating system. The IX-CPU20 MEM-L (B2) contains an additional 2MB of RAM. The IX-CPU20 MEM-L (B2) also contains the 68EC020/25 MHz Central Processing Unit (CPU).

STATION INTERFACE CARDS

The station interface cards interface the system universal ports to the individual station terminals. The following types of cards are available for the various station terminal applications.

EIGHT-PORT IP STATION CARD (IX-8IPSUB / IX-8EIPSUB)

The IX-8IPSUB/IX-8EIPSUB card provides eight IP station ports for use with the IX-12IPKTD IP Telephone. The IX-8EIPSUB is a daughterboard card that can receive power from either the IX-8IPSUB (for a combined total of 16 IP station ports) or the IX-8IPNET (for a combined total of 8 IP Networking ports and 8 IP Station ports). The IX-8IPSUB/IX-8EIPSUB card connects to the Ethernet-based local area network (LAN) and requires one port per card on the LAN switch.

Station Ports: 8 ports/card.

1 ADIX port required for: IX-12IPKTD.

EIGHT-PORT DIGITAL STATION CARD (IX-8PSUB-1)

An IX-8PSUB-1 card provides eight station terminal ports for Attendant Consoles, DSS Units and Digital Telephones that are connected through star wiring. Each port connects the station terminal with a two-wire cable that carries bi-directional data transmission (ping-pong transmission).

Ports: 8 ports/card.

Stations: 2 ports required for: IX-ATT,

1 port required for: IX-DSS-3, IX-DSS-A-2, IX-BLF, IX-KTD/S-3, IX-12KTS/KTD-2, DCKT970 (may share a port with a key telephone), IX-DCKT900 (may share a port with a key telephone), IX-MKT, IX-COMLINK-2, IX-DDPH, IX-BLF, IX-MSGU (per channel), IX-BPAD, IX-BPCU.

SIXTEEN-PORT DIGITAL STATION CARD (IX-16PSUB)

The 16-circuit IX-16PSUB card was designed to fully utilize the 16-circuit card slots in the ADIX APS system. The IX-16PSUB card interfaces 16 ADIX APS digital station terminals to the ADIX APS. Each circuit of the IX-16PSUB card is star connected to an ADIX APS digital telephone, DSS Unit, or Attendant Console using #22/24 AWG one-pair twisted cable. If an IX-BPAD busy bypass unit is used with an ADIX APS digital telephone, #22/24 AWG two-pair twisted cable is required. Single-pair cable allows for bi-directional data transmission or *ping-pong* transmission. The loop limit of ADIX APS digital station terminals is 1000 feet. The loop limit can be extended using IX-4SLREPU star repeaters

Ports: 16 ports/card

Stations: 2 ports required for: IX-ATT,

1 port required for: IX-DSS-3, IX-DSS-A-2, IX-BLF, IX-KTD/S-3, IX-12KTS/KTD-2, DCKT970 (may share a port with a key telephone), IX-DCKT900 (may share a port with a key telephone), IX-MKT, IX-COMLINK-2, IX-DDPH, IX-BLF, IX-MSGU (per channel), IX-BPAD, IX-BPCU.

OMEGATREK WIRELESS SYSTEM INTERFACE CARD (IX-4CSUB-3)

The IX-4CSUB-3 card is a required component in ADIX APS systems configured for Omegatrek wireless communications. This card provides four circuits for IX-BS5 Omegatrek Base Station termination. Each circuit connects an IX-BS5 base station using either two-wire or four-wire cabling.

Circuits: 4 circuits/card.

Stations: 1 circuit required for each IX-BS5 Base Station

ANALOG STATION CARD (IX-8SUBS-3)

An IX-8SUBS-3 provides eight station ports for on-premises single line telephones. The IX-8SUBS-3 includes the DTMF receivers required for 2500 (Touch-tone) type telephones and provides a hardware loop open feature for Voice Mail Integration. This card may be expanded to support up to 16 single line telephones by adding an IX-8ESUBS single line telephone expansion card.

Ports: 8 ports/card, 16 ports/card when configured with the IX-8ESUBS expansion card

Stations: 500 (Dial Pulse) or 2500 (Touch-tone) type telephones.

Additional Power: Ring Generator (IX-RNGUM)

Loop Limit: 600 Ohms

ANALOG STATION CARD WITH MESSAGE LAMP POWER (IX-8SUBM-3)

An IX-8SUBM-3 card provides eight station ports for on-premises single line telephones with message lamps. This card also includes eight DTMF receivers for 2500 type (DTMF) telephones. The message lamp must be a neon lamp. The IX-8SUBM-3 card supports both one-pair wire and two-pair wire connections. An optional IX-PMMSG power supply is required on-board to provide 90 VDC for lighting telephone message lamps. This card may be expanded to support up to 16 single line telephones with message lamps by adding an IX-8ESUBM single line telephone expansion card.

Ports: 8 ports/card, 16 ports/card when configured with the IX-8ESUBM expansion card

Stations: 500 (Dial Pulse) or 2500 (DTMF) type telephones

Additional Power: Ring Generator (IX-RNGU), Message Lamp Power Supply (one IX-PMMSG on board for each 8 ports)

Other Requirements: None

Loop Limit: 600 Ohms

OFF-PREMISES ANALOG STATION CARD (IX-4SUBL)

An IX-4SUBL card provides four station ports for off-premise single line telephones (OPX). The ports provide -48 VDC talk battery for network compatibility. An additional DTMF receiver is required on the board when 2500 type (DTMF) telephones are connected.

Ports: 4 ports/card

Stations: 500 (Dial Pulse), or 2500 (Touch-Tone) type telephones.

Additional Power: Ring Generator (IX-RNGU or IX-RNGUM), -48 VDC (IX-DCDCA, IX-DCDCB or IX-DCDCM)

Other Requirements: IX-4RCVS for 2500 type single line telephone

Loop Limit: 1200 Ohms

FIC Code: OL13C

EIGHT-PORT DIGITAL STATION/ FOUR-PORT CALLER ID TRUNK CARD (IX-408)

An IX-408 card provides eight digital station ports and four caller ID trunk ports. The eight station terminal ports for Attendant Consoles, DSS Units and Digital Telephones are connected through star wiring. Each port connects the station terminal with a two-wire cable that carries bi-directional data transmission (ping-pong transmission). The four caller ID trunk circuits interfaces the ADIX APS to four Caller ID loop start circuits.

Ports: 12 ports/card

Stations: 2 ports required for: IX-ATT,

1 port required for: IX-DSS-3, IX-DSS-A-2, IX-BLF, IX-KTD/S-3, IX-12KTS/KTD-2, DCKT970 (may share a port with a key telephone), IX-DCKT900 (may share a port with a key telephone), IX-MKT, IX-COMLINK-2, IX-DDPH, IX-BLF, IX-MSGU (per channel), IX-BPAD, IX-BPCU.

Additional Power: None

Features for Caller ID: 600/900 Ohm impedance selection, Long/Short distance selection

FOUR-PORT DIGITAL STATION/ FOUR-PORT ANALOG STATION CARD (IX-044)

An IX-044 card provides four station ports for on-premises single line telephones and four digital station ports. The IX-044 includes the DTMF receivers required for 2500 (Touch-tone) type telephones and provides a hardware loop open feature for Voice Mail Integration. An optional IX-400 Caller ID Module may be added to the IX-044 card to provide an additional four caller ID trunk ports. This card may only be used in the ADIX APS-S and ADIX APS-M systems.

Ports: 8 ports/card (12 ports/card with IX-400 Caller ID Module)

Single-Line Stations: 500 (Dial Pulse) or 2500 (Touch-tone) type telephones

Additional Power: Ring Generator (IX-RNGU or IX-RNGUM)

Loop Limit: 600 Ohms

Digital Stations: 2 ports required for: IX-ATT,

1 port required for: IX-DSS-3, IX-DSS-A-2, IX-BLF, IX-KTD/S-3, IX-12KTS/KTD-2, DCKT970 (may share a port with a key telephone), IX-DCKT900 (may share a port with a key telephone), IX-MKT, IX-COMLINK-2, IX-DDPH, IX-BLF, IX-MSGU (per channel), IX-BPAD, IX-BPCU.

OMEGA-VOICE VMI VOICE MAIL SYSTEM CARD (IX-4VML)

Omega-Voice VMI is a fully integrated voice mail/automated attendant system for ADIX APS that resides on an optional system circuit card. Because Omega-Voice VMI is internally mounted, it provides full voice mail/automated attendant capabilities without requiring additional hardware such as analog station ports or an external voice mail server. Omega-Voice VMI provides either 4 or 8 voice mail ports depending on configuration, 600 mailboxes, and 300 hours of message storage. It features Dynamic Trunk Routing and Caller ID, Multiple Message Folders, Broadcast Messages, Notification Call Out, and Conversation Recording.

Ports: 4 ports/IX-4VML card (8 ports/card with IX-4EVML Expansion Module)

Mailboxes: 600

Message Storage: 300 hours at maximum compression

Hard Drive: 1.2 GB

Audio Sampling Rate: 64 kilobits/second

Memory: 2MB

ADIX LAN-LINX PLUS – ETHERNET (IX-NICLINK)

ADIX Lan-LinX Plus – Ethernet includes the IX-NICLINK Card, and the ADIX CSTA Integration Module provides ADIX Lan-LinX Plus functionality via an Ethernet connection between the ADIX APS and the LAN-connected ADIX APS TOL 2000 Server for voicemail applications.

Location: SIF or Universal Slot

Ports: 4 Voicemail Port

Bandwidth: 10/100 Base-T

Duplex: Full Duplex

ADIX LAN-LINX PLUS – SERIAL (IX-CTILINK)

ADIX Lan-LinX Plus – Serial includes the IX-CTILINK Card—an IX-HCIF card with a CSTA Integration Module—providing ADIX Lan-LinX Plus functionality via a serial connection between the ADIX APS and the LAN-connected ADIX APS TOL 2000 Server. ADIX Lan-LinX Plus – Serial may be used in applications with 20 users or less.

Location: SIF or Universal Slot

Ports: Two voicemail ports

Bandwidth: 9600 bps

ZT-D STATION INTERFACE CARD (IX-8DSUB)

An IX-8DSUB provides eight station ports for termination of ZT-D key telephones.

Ports: 8 ports/card

Stations: ZT-24D/K/X, ZT-12D/K/X, ZT-8D/K, ZT-6D/K. (2 ports are required for Busy Bypass Voice Calling)

Trunk Interface Cards

The trunk interface cards interface the system universal ports to the individual outside trunks. Four types of cards are available to meet various outside communication requirements.

GROUND START / LOOP START TRUNK INTERFACE CARD (IX-8LGTK-2)

An IX-8LGTK-2 card interfaces the ADIX APS to eight central office or PBX circuits. On-board selection allows this card to be used with the loop or ground start circuits.

Ports: 8 ports/card

Additional Power: -48Vdc (IX-DCDCA, IX-DCDCB or IX-DCDCM) when used as ground start trunks are equipped.

Features: Loop/Ground start selection, 600/900 Ohm impedance selection, Long/Short distance selection

CALLER ID TRUNK INTERFACE CARD (IX-8CITK)

An IX-8CITK card interfaces the ADIX APS to eight Caller ID loop start circuits. This card is required to use the Caller ID feature.

Ports: 8 ports/card

Additional Power: None

Features: 600/900 Ohm impedance selection, Long/Short distance selection

EIGHT-PORT DIGITAL STATION/ FOUR-PORT CALLER ID TRUNK CARD (IX-408)

See description under Station Interface Cards.

FOUR-PORT DIGITAL STATION/ FOUR-PORT ANALOG STATION CARD (IX-044)

See description under Station Interface Cards.

FOUR-PORT ANALOG CALLER ID TRUNK EXPANSION MODULE (IX-400)

The IX-400 Caller ID trunk module is connected to the IX-044 card. It interfaces the ADIX APS-S and ADIX APS-M to eight Caller ID loop start circuits.

Ports: 4 ports/card

Additional Power: None

Features: 600/900 Ohm impedance selection, Long/Short distance selection

IP NETWORKING CARD (IX-8IPNET / IX-8EIPNET)

The IX-8IPNET/IX-8EIPNET IP Networking card provides 8 ports for IP Networking use. The IX-8EIPNET is a daughterboard that can receive power from either the IX-8IPNET (for a combined total of 16 IP Networking ports) or the IX-8IPSUB (for a combined total of 8 IP Networking ports and 8 IP station ports). The IX-8IPNET / IX-8EIPNET IP Networking card interfaces with the Ethernet-based local area network (LAN) using one port on the LAN switch (or router if no switch is used) before passing the voice traffic over a fully managed network (such as a VPN).

The IX-8IPNET / IX-8EIPNET IP Networking cards use a Session Initiated Protocol (SIP) to establish a connection on an as-needed basis.

Ports: 8 ports/card

Additional Power: None

E & M TIE LINE NETWORKING INTERFACE CARD (IX-4EMTK)

The IX-4EMTK card interfaces the ADIX APS to four circuits for four wire E&M tie lines for system-to-system connection. Either Type 1 or Type 2 E&M can be selected as required by the customer.

Ports: 4 ports/card

Additional Power: 48 VDC (IX-DCDCA, IX-DCDCB or IX-DCDCM)

Features: Type 1/Type 2 selection

FIC Code: Type 1: TL31M

Type 2: TL 32M

DID TRUNK INTERFACE CARD (IX-4DITK)

The IX-4DITK card interfaces the ADIX APS to four Direct Inward Dialing (DID) circuits. The incoming DID numbers can be translated to any station number through database programming. Communication modes of the DID circuits can also be selected. An additional DTMF receiver (IX-4RCVS) is required for the DTMF address signaling.

Ports: 4 ports/card

Additional Power: -48 VDC (IX-DCDCA, IX-DCDCB or IX-DCDCM)

Other Requirements: IX-4RCVS for DTMF dialing

Features: Mode Selection - Attendant, immediate, wink, delayed wink.

T1 TRUNK INTERFACE CARD (IX-DTI-T)

The IX-DTI-T card interfaces the ADIX APS to one T1 span and has the ability to support the following configurations: loop start trunk, ground start trunk, E&M trunk, E&M tie, DID trunk, ANI trunk, DNIS trunk, single line telephone, off-premise telephone. In addition, the card may be configured to provide the following clocking options: Master, Slave-Primary, Slave-Backup or Slave-Private.

Ports: 8, 16, 24 ports/card

Features: loop, ground, E&M trunk, E&M tie, DID, ANI, DNIS, OPX, SLT

Other Requirements: IX-PLLU, IX-T1RCV (optional), IX-8ERCV (optional)

Framing: SF or ESF with AMI or B8ZS

T1 DTMF RECEIVER CARD (IX-T1RCV)

The IX-T1RCV is a receiver card that is only required if any of the T1 channels are receiving DTMF signals, i.e., DID, ANI, DNIS, E&M, TIE, OPX. This card provides eight receivers, dedicated to the first eight channels, and allows the addition of two IX-8ERCV cards to provide a total of 24 receivers. Receiver circuits 9-24 are dedicated to channels 9-24 respectively.

Ports: None

Circuits: 8 DTMF receivers

Location: Card slot to the right IX-DTI-T card

T1 DTMF RECEIVER EXPANSION CARD (IX-8ERCV)

The IX-8ERCV is a daughter board card that mounts on the IX-T1RCV and provides an additional eight DTMF receivers.

Ports: None

Circuits: 8 DTMF receivers

Location: IX-T1RCV (max of 2 per IX-T1RCV)

ISDN BRI INTERFACE CARD (IX-4ICOTB)

The IX-4ICOTB card interfaces the ADIX APS to four ISDN BRI (Basic Rate Interface) lines. Each BRI line contains two channels for voice communication, providing a total of 8 voice channels.

Interface: 8 channels/card

Features: ISDN Basic Rate Interface

ISDN BRI INTERFACE EXPANSION CARD (IX-4EICOTB)

The IX-4EICOTB is a daughterboard card that connects to the IX-4ICOTB BRI card and provides an additional 4 BRI lines

Interface: 8 channels/card

Features: ISDN Basic Rate Interface

ISDN BRI INTERFACE CARD (IX-2ICOTB)

The IX-2ICOTB card interfaces the ADIX APS to two ISDN BRI (Basic Rate Interface) lines. Each BRI line contains two B (Bearer) channels for voice and data transmission and one D channel for signaling.

Interface: 6 channels/card (supports 2 PRI lines each with 2 B channels + 1 D channel)

Features: ISDN Basic Rate Interface

ISDN PRI INTERFACE CARD (IX-DTI-P)

The IX-DTI-P card interfaces the ADIX APS to one ISDN PRI (Primary Rate Interface) line. Each PRI line contains 23 B (Bearer) channels for voice and data transmission and 1 D channel for signaling.

Interface: 24 channels/card (23 B channels + 1 D channel)

Features: ISDN Primary Rate Interface

CAMPUS APS NETWORKING INTERFACE CARD (IX-DTI-N WITH IX-VCOMP)

The IX-DTI-N Campus APS Network Interface Card with the IX-VCOMP Voice Compression Card connects a main and remote ADIX APS system in a Campus APS Network via a point-to-point T1 span. Depending on the voice compression set on-board, each point-to-point T1 span will support either 23 or 46 remote station, trunk or miscellaneous ports.

Interface: One 24 channel point-to-point T1 circuit

Features: Campus APS Networking, Voice Compression

Shared Resource Cards

The ADIX APS system offers shared resource cards that add more features to the system to meet the customer's applications. Some of these cards occupy system ports, but the features can be shared by the station terminals.

DTMF RECEIVER CARD (IX-4RCVS)

An IX-4RCVS card is a daughter board mounted on the single line telephone subscriber interface cards or the DID trunk interface card whenever DTMF dialing is required.

Ports: None

Circuits: 4 DTMF receiver/cards

Location: IX-8SUBM, IX-4SUBL, IX-4DITK, IX-SUBS, IX-SUBS-1

DTMF RECEIVER CARD EXPANSION CARD (IX-4RCVC)

An IX-4RCVC card is a daughter board mounted on the Receiver/Modem card (IX-RCVPM) for DTMF detection when the ADIX APS uses the Direct Inward System Access (DISA) feature. A maximum of two IX-4RCVC cards can be mounted on an IX-RCVPM card.

Ports: None

Circuits: 4 DTMF receiver/cards

Location: IX-RCVPM

CONFERENCE BRIDGE (IX-CNFBOX-1)

The IX-CNFBOX-1 Card supports a conference call of up to eight parties with a maximum of five outside parties. Up to five IX-CNFBOX-1 cards may be installed in serial to support up to 40 parties in one conference call.

Ports: 8 per card

Location: Any universal card slot

Additional power: none

Additional hardware: IX-4TRAN card for external party conference call

Features: Eight-party conference call

MESSAGE CARD (IX-MSGU)

An IX-MSGU card provides voice prompts for various answering services. Two channels are standard, these can be expanded to four by adding the IX-EMCH. These channels are connected to the MDF as a digital station terminal even though the IX-MSGU occupies one card slot. The IX-CMSG adds recording capability. A maximum of eight IX-MSGU cards may be installed.

Port: 2 ports of the IX-8PSUB

Option: IX-EMCH, IX-CMSG, IX-CMSG-1

MESSAGE CARD CHANNEL EXPANSION MODULE (IX-EMCH)

An IX-EMCH card is mounted on the IX-MSGU to provide an additional two message channels for heavy message traffic.

Ports: Requires 2 ports of the IX-8PSUB card

Location: IX-MSGU

CUSTOM MESSAGE CARD (IX-CMSG-1)

An IX-CMSG-1 card is mounted on the IX-MSGU to provide up to 330 seconds of custom recorded messages.

Ports: none

Location: IX-MSGU

REMOTE DIAGNOSTICS AND PROGRAMMING CARD (IX-RMPU)

The IX-RMPU card is required for remote diagnostics and programming. This card includes a 2400 bps modem to enable the service center to program and diagnose the ADIX APS system through PSTN (Public Switched Telephone Network). Through programming, the IX-RMPU also makes outgoing calls automatically to the service center when system failure is detected.

The IX-RMPU also provides 4 DTMF receivers for Direct Inward System Access (DISA).

Ports: 1 port/card

Condition: One card/system

DIGITAL STATION PORT MODEM (IX-PSUBMDM)

This card provides the ability to remotely program your ADIX APS an Omega-Voice VMI voicemail using a modem connection. This card requires one digital station port

Ports: 1 ports

Data Speed: ADIX APS-9200 kbps, Omega-Voice VMI-19200 kbps

SERIAL INTERFACE CARD (IX-SCIF)

This card provides two serial communication ports (RS232C) for Station Message Detail Recorder (SMDR) and an on-site programming terminal.

Ports: 2 ports

Data Speed: Printer-300/1200 bps, Terminal-1200/4800 bps

Communication Mode: RS232C

ADVANCED SERIAL INTERFACE CARD (IX-HCIF)

This card provides two serial communication ports (RS232C) for advanced functions such as IX-PMSLINK, IX-LANLINK and IX-ACDLINK, as well as Station Message Detail Recorder (SMDR) and on-site programming.

Ports: 2 ports

Data Speed: Printer-300/1200 bps, Terminal-1200/4800 bps

Communication Mode: RS232C

MISCELLANEOUS INTERFACE CARD (IX-MISC)

A Miscellaneous card (IX-MISC) converts the system ports for input/output functions. These functions include an external MOH source, an external BGM source, paging applications, remote control relays and sensor inputs. This card requires the IX-MCAA connector for external MOH source connection.

Ports: 8 ports

Functions: BGM input, BGM amplifier control, MOH input, output to paging amplifier, four paging zone control, 8 programmable relays or four sensor inputs and four programmable relays..

MISCELLANEOUS/SERIAL INTERFACE CARD IX-EDVIF

The IX-EDVIF is a combination of the IX-SCIF and IX-MISC cards. This card provides two serial communication ports (RS232C) for Station Message Detail Recorder (SMDR) and an on-site programming terminal.

Ports: 2 ports

Data Speed: Printer-300/1200 bps, Terminal-1200/4800 bps

Communication Mode: RS232C

This card also converts the system ports for input/output functions. These functions include an external BGM source, paging applications, remote control relays and sensor inputs.

Ports: 8 ports

Functions: BGM input, BGM amplifier control, output to paging amplifier, four paging zone control, 4 programmable relays and two sensor inputs.

FOUR CONFERENCE CIRCUIT CARD IX-4TRAN

The 4TRAN contains four conference circuits for trunk-to-trunk conferences, remote call forward calls, and outgoing calls using DISA. Each circuit includes a line tone supervision circuit to monitor the line status to detect disconnect by any outside party. This card is required to meet the various programmable parameters for disconnect detection other than a loop open signal. Without the IX-4TRAN, outside line disconnect can only be detected if a loop open signal is provided from the central office. This card also provides automatic gain control of the outside line level on each line engaged in a trunk-to-trunk conference. Trunk-to-trunk conferences, remote call forwarding, and outgoing calls using DISA can be performed without this card, if tone supervision and automatic gain control are not required. This card is required if the Speed Dial Forward feature is used in an ACD Call Sequence Table in ACD version 2 software.

Ports: 4 ports/card

VOICE MAIL BACKUP CARD (IX-VMBAK)

The IX-VMBAK card provides an interface to perform a full or partial backup of the Omega-Voice VMI system on an ADIX APS. The IX-VMBAK card is available in three versions: the IX-VMBAK-HDD, IX-VMBAK-ZIP and the IX-VMBAK-ZHD.

The IX-VMBAK-HDD card is used to perform full backups of the Omega-Voice VMI system using an attached IDE hard drive.

Storage Media: IDE hard drive

The IX-VMBAK-ZIP card is used to perform partial backups using an attached IOMEGA® ZIP® drive.

Storage Media: IOMEGA® ZIP® drive

The IX-VMBAK-ZHD can perform both full and partial backups.

Storage Media: IDE Hard Drive and IOMEGA® ZIP® drive

VOICEMAIL ADAPTOR CARD (IX-VMAC)

The IX-VMAC card makes it easier to migrate your ADIX-VS to the ADIX APS system. You can transport your VS-VML voice mail card to the ADIX APS by utilizing the IX-VMAC card. The IX-VMAC Voice Mail Adapter Card allows the ADIX-VS VS-VML voicemail card to be installed in the ADIX APS system.

Ports: 4 ports

Mailboxes: 50

Message Storage: 8 hours

Hard Drive: None

Memory: 64MB

IP SERIAL TO ETHERNET GATEWAY (IX-IPSEGWAY)

The IX-IPSEGWAY Serial to Ethernet Gateway allows the remote programming of the ADIX APS and Omega-Voice VMI voicemail system using either a TCP/IP connection or via a dialup modem connection. The ADIX Programmer User Version is the programming interface for the IX-IPSEGWAY and allows configuration of your telephone.

Ports: None

Connection: TCP/IP and dialup modem

Section 2 – ADIX APS System Features

ADIX APS

ADIX APS SYSTEM FEATURES

This section explains some of the major system features in your ADIX APS system.

911 SUPPORT

At default, ADIX APS is programmed to automatically contact your local Public Safety Answering Point (PSAP) when 911 is dialed. In addition, ADIX APS is one of the only system that supports Enhanced 911 Service. Enhanced 911 Service ensures that when 911 is dialed from a system extension, information that allows the PSAP to identify the caller's location in a building is sent to the PSAP along with the call. Check with your system installer or Authorized Iwatsu Distributor to make sure your system is programmed for Enhanced 911 Service.

AUTOMATIC ANSWER

When the ADIX APS system is placed in the Automatic Answer Mode the system automatically answers incoming calls on lines assigned as Auto Answer Lines in the database programming. The system sends either the Mode 1 message (Automatic Answer-Time) or Mode 2 message (Automatic Answer - Day) to the caller, then disconnects the call. The IX-MSGU is required for this feature. If a customized message is desired, the IX-CMSG is also required.

AUTOMATIC NIGHT ANSWER

Allows an external caller to hear a recorded message when the system is in the Night Mode. This feature requires the installation of an IX-MSGU card. When the IX-MSGU card is equipped with an IX-CMSG-1 card, the recorded message may be customized.

ANI ALPHANUMERIC ID

ANI (Automatic Number Identification) numbers may be assigned a 16-character alphanumeric ID to identify the calling party, calling party's telephone number, type of call, or purpose of call. (Note: ANI calls are often transmitted by the telephone company with both a number and a alphanumeric ID.) The ANI alphanumeric ID is displayed on the station LCD when a call is received on an ANI trunk. A call can be routed to a station, master hunt group, or voice mailbox according to the ANI information received.

AUTOMATIC NUMBER IDENTIFICATION (ANI) TRUNKS

ADIX APS will support ANI trunks provided by the telephone company on T1, ISDN PRI, and ISDN BRI lines. The IX-DTI-T card is required for T1 lines, the IX-DTI-P is required for ISDN PRI lines, and the IX-4ICOTB is required for ISDN BRI lines.

AUTOMATIC OUTSIDE LINE RELEASE

Outside lines which are in a hold or trunk-to-trunk conference status are automatically disconnected when the outside party hangs up. The optional IX-4TRAN card monitors the voice/tone signals from the outside line to determine if the call is terminated when a remote disconnect signal is not provided.

BACKGROUND MUSIC

If your ADIX APS system is connected to an external music source, the music played may be heard through the speaker in any Iwatsu telephone connected to the system. This same music source may be played through an external paging system when the optional IX-EDVIF or IX-MISC/IX-MCAA card is installed.

CALL FORWARDING

Fixed Call Forwarding

Allows your ADIX APS installer to predefine call forwarding patterns for extensions. Fixed Call Forwarding does not activate the lamp on the Call Forward button [FWD] and calls will always forward in the programmed sequence. Fixed Call Forwarding may be overridden by Call Forwarding entered at your telephone. All three forwarding modes may be programmed for Fixed Call Forwarding.

Flexible Call Forwarding

Allows the user to forward calls to an internal destination or an outside telephone number (using Personal Speed Dial numbers 90-99). The user can set separate call forward destinations for internal incoming and outside line incoming calls. For instance, you could set all intercom calls to go to your cell phone, and all outside line calls to be forwarded to your voice mail. The Flexible Call Forward feature also incorporates Follow Me capabilities.

Remote Call Forwarding

Allows you to direct outside line and/or intercom telephone line calls to forward to an external telephone number (using Personal Speed Dial numbers 90-99). Example forwarding locations include an answering service, a car telephone, or a home telephone.

CALLER ID ALPHANUMERIC ID

Caller ID numbers may be assigned a 16-character alphanumeric ID to identify the calling party, calling party's telephone number, type of call, or purpose of call. (Note: Caller ID calls are often transmitted by the telephone company with both a number and a alphanumeric ID.) The Caller ID alphanumeric ID is displayed on the station LCD when a call is received on a Caller ID trunk. A call can be routed to a station, master hunt group, or voice mailbox according to the Caller ID information received.

CALLER ID / ANI NUMBER STORAGE

When a call is received on a caller ID (IX-8CITK) or ANI (IX-DTI- T) line, the ADIX APS will capture and store in the system memory information about the caller received with the call. This information includes the caller's telephone number and name, date and time of the call, trunk number, and destination station. This information can be output as a system event code or to SMDR. Information for the 500 most recent calls can be stored in the system memory on a first in, first out basis. Two modes of storage are available for this feature:

- Abandon Call Storage
- All Call Storage

Abandon Call Storage. When Abandoned Calls Only is selected as the storage mode for this feature, information will only be stored for the following types of calls:

- Caller hangs up or is disconnected before the call is answered.
- Caller hangs up or is disconnected while on hold or during hold recall.
- Caller hangs up or is disconnected during camp-on transfer or camp-on recall.

All Call Storage. When All Call is selected as the storage mode for this feature, the system will capture and store information about the caller received with the 50 most recent calls on caller ID or ANI lines.

CALLER ID TRUNKS

ADIX APS will support Caller ID trunks provided by the phone company. The IX-8CITK card is required for caller ID operation.

CONVERSATION RECORDING

The Conversation Recording feature allows an ADIX APS station user to record a station-to-station, outside line, or conference call to voice mail. This feature is available at any station that has been assigned a Conversation Recording **REC** key. For instructions on recording a conversation see Section 3.

DELAYED RINGING

Allows outside lines ringing at a telephone to ring at another telephone or group of telephones after a predetermined period of time.

DNIS ALPHANUMERIC ID

DNIS (Dialed Number Identification Service) numbers may be assigned a 16-character alphanumeric ID to identify the number the calling party dialed to reach the ADIX APS. (Note: DNIS calls are often transmitted by the telephone company with both a number and a alphanumeric ID.) The DNIS alphanumeric ID is displayed on the station LCD when a call is received on an DNIS trunk. A call can be routed to a station, master hunt group, or voice mailbox according to the DNIS information received.

DIALED NUMBER IDENTIFICATION SERVICE (DNIS) TRUNKS

ADIX APS will support DNIS trunks provided by the telephone company on T1, ISDN PRI, and ISDN BRI lines. The IX-DTI-T card is required for T1 lines, the IX-DTI-P is required for ISDN PRI lines, and the IX-4ICOTB is required for ISDN BRI lines.

DID ALPHANUMERIC ID

DID (Direct Inward Dial) numbers may be assigned a 16-character alphanumeric ID to identify the party being called, type of call, or purpose of call.

DID NUMBER EXTERNAL CALL FORWARD

An ADIX APS digital telephone programmed for direct termination of a DID, Caller ID, ANI, and DNIS call may be set to automatically forward these calls to a remote location.

DIRECT INWARD DIAL (DID) TRUNKS

ADIX APS will support DID trunks provided by the phone company. This service allows any number of telephones to be called directly from the outside without the need of having a dedicated outside line for every telephone.

DIRECT INWARD LINE

Each outside line can be assigned to ring at up to 32 extensions. A different ringing assignment can be programmed for Day and Night modes. A ringing tone for each line can be selected from four available ringing tones. If a delayed ringing assignment is programmed for the line, the ringing changes to an incoming alarm when delayed ringing begins.

DIRECT INWARD LINE - HUNT GROUP

Outside lines can be programmed to ring at the stations assigned to a Hunt Group. The line will ring at the first available station in the hunting sequence. The same trunk can be assigned to ring at different hunt groups for day and night modes. If a station is busy or does not answer within the preset time, the call will ring at the next station in the hunting sequence.

DISA

Direct Inward System Access (DISA) allows an external caller to access ADIX APS intercom dial tone by dialing the phone number of an outside line that is dedicated for DISA. DISA gives the external caller the ability to make intercom, hunt group, and external calls, and also have access to the paging system. Use of DISA for external calls and paging requires the entry of a security code to control fraudulent use.

E-RESPONSE HELP CALL

The E-Response Help Call feature allows specific system extensions to simultaneously call a group of extensions and access a system paging port upon dialing a dedicated Intercom Group Access number or, if the station remains off-hook on Intercom without dialing for a programmable period of time. This feature is also activated when the dialing of an Intercom call is initiated but not completed within a specific amount of time. This feature may also be programmed to have ADIX APS access system paging when a station makes an E-Response Help Call.

EXTERNAL PAGING

ADIX APS may be connected to an external paging system when the optional IX-EDVIF or IX-MISC/IX-MCAA components are added. ADIX APS will support four external page zones.

FLEXIBLE NUMBERING

ADIX APS has a flexible numbering plan. The numbers assigned for intercom extensions, outside lines/groups, paging, hunt groups, park orbits, and single line telephone feature codes are not fixed and may be up to four digits in length.

FLEXIBLE RINGING

Outside telephone lines directed to telephones may be assigned one of four tones to provide an audible identification of the type of call.

INTERCOM (ICM)

All telephones in an ADIX APS system may place an intercom call to another telephone for internal conversations.

INTERCOM GROUP CALL

Allows any system extension to simultaneously call a group of extensions that are part of an Intercom Group. When an extension dials the Intercom Group access number, all of the stations in the Intercom Group will be called simultaneously.

INTERNAL PAGING

When ADIX APS is equipped with Iwatsu telephones, any telephone may make a page announcement that will be broadcast through the speaker of assigned phones.

ISDN LINES

ADIX APS will support both ISDN BRI (Basic Rate Interface) and ISDN PRI (Primary Rate Interface) lines. The IX-4ICOTB card is required for ISDN BRI line integration. The IX-DTI-P card is required for ISDN PRI line integration.

ISDN PRI FEATURES

ADIX APS supports the following features on ISDN PRI Lines:

Call-by-Call Service Selection

The Call-by-Call Service Selection feature is an additional service provided over ISDN PRI Lines that enables a single span to handle different types of Network Specific Features (NSF) without requiring dedicated channels for each NSF. ADIX APS Software Version 6.20 supports four Call-by-Call NSF services:

- In-WATS
- Out-WATS
- FX (Foreign Exchange)
- E&M Tie Trunk

ISDN Calling Number Identification Service (I-CNIS)

ADIX APS supports the ISDN Calling Number Identification Service (I-CNIS) feature on ISDN PRI lines. This feature is available from many ISDN PRI service providers. The I-CNIS number is sent with a call over an ISDN PRI line. It identifies from where the call originated.

The I-CNIS number provided with an outgoing call on an ISDN PRI line may be generated in one of three ways (Listed in order of priority):

1. At the station level using station speed dial bin 97. The number programmed in Personal Speed Dial Bin 97 is sent as the I-CNIS with the call.
2. At the ISDN Trunk Group level. The I-CNIS number programmed in the ADIX APS database for the ISDN Trunk Group is sent with the call.
3. Using the Central Office provided Directory Number. The ISDN Service Provider assigns this number.

Fractional DS1

This feature allows individual B-channels on the span to be programmed as active or inactive. A separate agreement with the ISDN service provider is necessary for performing fractional DS1. This service may not be available in all areas.

LOUD BELL INTERFACE

Outside telephone lines may be directed to ring a loud bell when ADIX APS is equipped with the optional IX-EDVIF or IX-MISC/IX-MCAA components. Each IX-MISC/IX-MCAA has the ability to support eight loud bells. The IX-EDVIF has the ability to support four loud bells.

HUNT GROUPS (TERMINAL, ALL RING AND DISTRIBUTED)

A hunt group is a group of telephones that is assigned a common access code. When this code is dialed, ADIX APS will search for an idle telephone in that group. There are three ways that calls may search for an idle extension, Terminal Hunting, Distributed Hunting and All Ring Hunting. In Terminal Hunting the incoming calls always start hunting from the first telephone in the group. In Distributed Hunting the incoming calls start hunting from the telephone following the last called telephone. In All Ring Hunting, all telephones in the hunting group ring simultaneously. In both the Terminal Hunting Group and the Distributed Hunting Group, calls will hunt to the next telephone if a telephone does not answer in a predefined period of time, is busy, or in the Call Forward, Absence Message or Do Not Disturb mode.

MUSIC ON HOLD

If your ADIX APS system is connected to an external music source, the music played may be heard by callers that have been placed on Hold or Call Park.

NETWORKING – ADIX IP NETWORKING

ADIX IP Networking is the newest Iwatsu America networking option. Feature-wise, ADIX IP Networking is comparable to networking with T1 E&M Tie Lines. However ADIX IP Networking uses the Session Initiated Protocol (SIP) to control and pass voice traffic over a managed IP network such as a Virtual Private Network (VPN). This is beneficial because voice and data traffic travel over the same medium. Additionally, because SIP is used, network-bound traffic generated by the ADIX APS requires no bandwidth when not in use.

For a feature description, please see *NETWORKING – T1 and E&M Tie Lines* on page 55.

NETWORKING - CAMPUS APS NETWORKING

Campus APS is one of Iwatsu America's Application Productivity Suites. Application Productivity Suites are applications built around the ADIX APS Application Processing Server that are engineered to allow small and medium-sized companies to leverage technology to increase productivity and profit margins. The Campus APS Application Productivity Suite provides a foundation for allowing multiple location companies to eliminate the barrier of distance and location through the shared allocation of voice and data applications over a network. Campus APS feature highlights include: 100% feature transparency, local survivability, reduced hardware costs, and resource sharing between locations.

NETWORKING – T1 AND E&M TIE LINES

Multiple ADIX APS systems may be networked using T1 E&M Tie Lines or Analog E&M Tie Lines. DID, ANI/DNIS, and Caller ID calls may be routed through the network to a remote ADIX APS system. ADIX APS also provides Caller ID/ANI/DNIS number display over the network. Message lamps will light at distant extensions. Other networking features include 800 Network Translation tables, centralized SMDR, centralized voice mail, release operation on T1 and Analog E&M Tie Lines, access to the network from DISA, and intercom calling between multiple remote systems.

OPTIMIZED ROUTING

Optimized Routing is frequently referred to as either Least Cost Routing (LCR) or Automatic Route Selection (ARS). This feature allows ADIX APS to automatically select the most inexpensive way to make an outgoing call. The system identifies the dialed number, then selects the most cost-effective outside line group. If a line in the first choice outside line group is not available the system may be programmed to select an alternate outside line group. Stations may be programmed as Forced Optimized or assigned an Optimized Key. The Optimized Routing package in ADIX APS provides the following features:

- Eight routing plans
- Eight outside line group choices per routing plan
- Weekday, Saturday, Sunday, Holiday selection
- Three time periods per day
- Deletion and insertion of digits
- Forced Optimized, One-Touch Optimized Key, Prime Line to

PERSONAL RINGING TONES

Station users may choose one of eight distinctive ringing tones to distinguish their station from others. The selected ringing tone is audible for all incoming CO calls, camp-on calls, (tone) intercom calls and during busy override.

POWER FAILURE BACKUP MEMORY

In the event of a power failure, the system programming will be maintained for a period of two weeks by a rechargeable Ni-Cad battery.

POWER FAILURE BACKUP SYSTEM

A Gel Cell Battery array may be connected to the ADIX APS to insure full system operation in the event of a power outage. The optional IX-BACBB (Battery Backup Cable) is required for backup battery connection.

QUICK FORWARDING USING THE HOLD/QUICK FORWARD KEY

This key provides the same feature as the [HOLD/DND] key except callers are sent to the Fixed Call Forward destination instead of hearing DND tone. When a call is routed to a station programmed with a Fixed Call Forwarding destination that has activated the [HOLD/QUICK FORWARD] key, the call is immediately routed to the Fixed Call Forwarding destination. If no Fixed Call Forwarding destination is programmed, the caller hears a DND tone.

REMOTE PROGRAMMING/DIAGNOSTICS

A personal computer at a remote location may be used change the customer database through a modem. The line used for remote programming may also be used as a regular outgoing line, and manually switched for modem use. The remote programming package includes a diagnostic service for system maintenance and trouble shooting. This also includes an automatic call-out feature to a remote location either daily, or after a certain number of failures have been recorded.

SMDR

Station Message Detail Recording (SMDR) allows you to connect an RS232C compatible serial printer to ADIX APS. This printer will show all incoming and outgoing call activity. The following information will be shown:

- Date of the call
- Sequence number 001-999
- Extension number that made/received the call
- Start time of the call
- Duration of the call
- Trunk number used for the call
- Number dialed for the call
- Account code number for the call
- Note for the call

An IX-HCIF, IX-SCIF or IX-EDVIF card is required for this feature.

STATION COACHING

Station Coaching includes two actions: Monitoring and whisper paging (hereafter called 'whisper monitor'). A digital key telephone is able to whisper monitor a digital key telephone after invoking the Monitor feature. The Monitoring station can whisper monitor other stations while on an outside call or an intercom call and press the  key to speak to the monitored station without the calling station hearing.

SYSTEM ALARM

Should there be a malfunction with your system, ADIX APS will generate an alarm indication on the Attendant Console and the top cover of the Common Module.

SYSTEM ANNOUNCEMENTS

When ADIX APS is equipped with the optional message unit (IX-MSGU) various automatic answering services may be provided. These messages will be played automatically dependent on the application. Some example applications are:

- UCD announcements - "All agents are busy"
- Night Mode announcements - "Our office is closed for the day"
- Hotel/Motel announcements - "This is your wake up call"
- DISA - "Please dial your authorization code"

Customized messages may be recorded and played if your system is equipped with an IX-CMSG-1 card.

SYSTEM CLOCK

The ADIX APS is equipped with a real time clock that provides an indication of the current time and duration of both incoming and outgoing calls on the LCD display of Iwatsu telephones. The clock also has a perpetual calendar that eliminates the need to change the date.

SYSTEM SPEED DIAL

Up to 900 frequently dialed numbers may be registered in the system database for abbreviated dialing. The numbers may or may not be restricted to certain extensions.

TEXT MESSAGING

The text messaging feature allows station users to send a 16-character text message to another system extension. There are two types of text messages, system text messages and personal text messages. A text message may be sent as either a *busy bypass/no answer text message* or as a *stored text message*. Busy bypass/no answer text messages appear on the recipient's LCD immediately. Stored text messages do not appear on the display, but instead, light the recipient's [TXT MSG] key. Stored text messages are saved in memory until the recipient manually displays them.

A text message may also be sent during whisper page, eliminating the need to interrupt the conversation in progress.

Up to 90 system text messages and 10 personal text messages are available to each user. System text messages are accessible by all ADIX APS station users. Personal busy bypass text messages are programmed by the individual station user and may only be accessed at the specific station set.

TOLL RESTRICTION

The ADIX APS system provides flexible toll restriction of both area and office codes, as well as the subscriber number. There are eight levels of restriction.

TONE PULSE DIALING

Loop start and ground start trunks may be programmed for either Touch Tone or Rotary dialing to accommodate your local phone company central office.

TRANSFER OFF-PREMISE

Transfer Off-Premise allows any user to transfer a call to an outside party by using the TRAN key followed by a trunk group access code.

TRANSFER TO GUEST MAILBOX

Guest Mailboxes created in the voice mail system may be accessed from system extensions and via transfer. Guest Mailboxes have the same capabilities as system mailboxes, however, they are not associated with a specific station and require no ADIX APS hardware (i.e., a dedicated ADIX APS station port with a station terminal).

TRUNK INTERFACES

The following outside line types are supported by ADIX APS:

- Loop Start trunks
- Ground Start trunks
- Caller ID trunks
- OPS trunks
- ANI trunks
- DNIS trunks
- DID trunks
- E&M Tie trunks
- ISDN BRI lines
- ISDN PRI lines

UNIFORM CALL DISTRIBUTION (UCD)

Allows telephone lines to be directed to a group of phones. If all phones are busy, the caller may hear a recorded message when your system is equipped with an ADIX APS IX-MSGU card. Calls to the UCD group may search for an idle extension in either a Terminal or Distributed Hunting pattern. In Terminal Hunting the incoming calls always start hunting from the first telephone in the group. In Distributed Hunting the incoming calls start hunting from the telephone following the last called telephone. In both cases, calls will hunt to the next telephone if a telephone does not answer in a predefined period of time, is busy, or in the Call Forward, Absence Message, or Do Not Disturb mode. Two levels of recording are available. This allows you to play a second message to inform callers that you are still waiting to assist them. ADIX APS also has the ability to send unanswered calls to an overflow or secondary answering position after a predefined period of time. This second answering position may be another UCD group, hunt group, extension, or attendant.

VOICE MAIL/AUTOMATED ATTENDANT INTEGRATION

ADIX APS has been designed to provide full integration with voice mail and automated attendant machines. In Addition, Iwatsu designed Omega-Voice VMI specifically for ADIX APS systems. ADIX APS will allow you to transfer, forward and record calls to a mailbox and provide you with a unique voice mail message waiting indication. ADIX APS will also allow calls transferred from the automated attendant to be directed to messages other than the initial greeting if the desired party does not answer.

Section 3 – Digital Telephone User Guide

ADIX APS

DIGITAL TELEPHONES

There is a wide assortment of Omega-Phone digital telephones designed to work with ADIX APS. These telephones have a combination of Fixed Features keys and Programmable Multipurpose Keys. Many of the models are equipped with a digital display and have keys that provide red and green LED indication.

IX-12IPKTD IP TELEPHONES

The IX-12IPKTD IP Telephones connects to an Ethernet-based Local Area Network (LAN) to interface with the ADIX APS telephone system. The IX-12IPKTD IP Telephones has 4 Fixed Feature Keys with a red LED, 8 Programmable Multi-Purpose Keys with a red LED, 12 Programmable Multipurpose Keys each with a red LED and a green LED, a mute key, a ringer volume control key, a handset volume control key, a speaker volume control and a speakerphone. The IX-12IPKTD IP Telephones has an incoming call/message waiting indicator lamp and may be enhanced by adding the IX-12ELK-3 which adds 12 programmable multi-purpose keys.

The IX-12IPKTD IP Telephones includes 2 different menus available for display and accessed using the LCD. One menu allows the scrolling and execution of options available on the LCD. The other menu is a library that documents feature codes that, when entered via the [FEAT] key and a sequence on the keypad, executes the feature code.

Additionally, the IX-12IPKTD IP Telephones has an integrated Layer 2 switch that allows an additional device, such as a desktop PC, to connect to the LAN via the IX-12IPKTD IP Telephone. Because the IX-12IPKTD IP Telephone is a Layer 2 switch, the device connected to the IX-12IPKTD requires no additional port on the LAN's switch. This model is available in black or white.



IX-12IPKTD, black and white

IX-12KTS-3 DIGITAL KEY TELEPHONES

The IX-12KTS-3 Digital key Telephone has 4 Fixed Feature Keys with a red LED, 8 Programmable Multi-Purpose Keys with a red LED, 12 Programmable Multipurpose Keys each with a red LED and a green LED, a mute key, a ringer volume control key, a handset volume control key, a speaker volume control and a speakerphone. The IX-KTS-3 Digital Key Telephone has an incoming call/message waiting indicator lamp. The IX-12KTS-3 may be enhanced by adding the IX-12ELK-3 which adds 12 programmable multi-purpose keys. This model is available in black or white.



IX-12KTS-3, black and white

IX-12KTD-3 DIGITAL KEY TELEPHONES

The IX-12KTD-3 Digital Key Display Telephone offers all the functionality of the IX-12KTS-3 with the addition of a 2-line, 16 characters per line liquid crystal display. This display is very helpful for using advanced features and for providing status information. The oversized indicator lamp flashes red for incoming calls and green for a programmable feature such as message waiting. This model is available in black, or white.



IX-12KTD-3 with IX-12ELK-3, black and white

IX-12KTS-2 DIGITAL MULTILINE TELEPHONES (DISCONTINUED)

The IX-12KTS-2 Digital Multiline Telephone has 4 Fixed Feature Keys with a red LED, 8 Programmable Multi-Purpose Keys with a red LED, 12 Programmable Multipurpose Keys each with a red LED and a green LED, and a speakerphone. The IX-12KTS-2 may be enhanced by adding the IX-12ELK which adds 12 programmable multi-purpose keys. This model is available in gray or ash.



IX-12KTS-2, gray and ash

IX-12KTD-2 DIGITAL MULTILINE TELEPHONES

The IX-12KTD-2 Digital Multiline Display Telephone offers all the functionality of the IX-12KTS-2 with the addition of a 2-line, 16 characters per line liquid crystal display and an incoming call indicator lamp. This display is very helpful for using advanced features and for providing status information. The oversized indicator lamp flashes red for incoming calls and green for a programmable feature such as message waiting. This model is available in black, gray, or ash.



IX-12KTD-2 with IX-12ELK, black (not shown), gray (discontinued) and ash (discontinued)

IX—MKT DIGITAL KEY TELEPHONE

The IX-MKT Digital Key telephone is equipped with 4 Fixed Feature Keys with a red LED and 8 Programmable Multipurpose Keys with a red/green LED, and an incoming call indicator lamp that flashes red for incoming calls and green for a programmable feature such as message waiting. The IX-MKT may be upgraded with an optional internal speakerphone unit. In addition, the IX-MKT also supports a single line/modem connection (for outgoing calls only) through an in-board modular connector. This feature allows simultaneous use of a modem while on a voice call. This model is available in black, gray, or ash.



IX-MKT black (not shown), gray and ash

DCKT970 DIGITAL WIRELESS KEY TELEPHONE

The DCKT970 Digital Wireless Key Telephone has four feature keys (Transfer, Hold, Feature, Channel and Redial) and four function (F1-F4) keys. It may be connected directly to a digital station port, or it may share a port with a digital telephone. All of the keys on this telephone are programmable with the exception of the Talk, Channel and Redial keys which are fixed. The transmission frequency of the DCKT970 is between 902 and 928 Mhz.

For operation instructions on the DCKT970 Digital Wireless Key Telephone please refer to the *DCKT970 Digital Wireless Key Telephone Owner's Manual* (Part Number 109530).



DCKT970

***IX-DCKT900 DIGITAL WIRELESS KEY TELEPHONE
(DISCONTINUED)***

The IX-DCKT900 Digital Wireless Key Telephone has four feature keys (Transfer, Hold, Feature, and Memo) and four programmable function (F1-F4) keys. It may be connected directly to a digital station port, or it may share a port with a digital telephone. All of the keys on this telephone are programmable with the exception of the MEMO key which is fixed. The transmission frequency of the IX-DCKT900 is between 902 and 928 MHz.

For operation instructions on the IX-DCKT900 Digital Wireless Key Telephone please refer to the *IX-DCKT900 Digital Wireless Key Telephone Owner's Manual* (Part Number 109330).



IX-DCKT900

OMEGATREK PS6 PORTABLE STATION (IX-PS6)

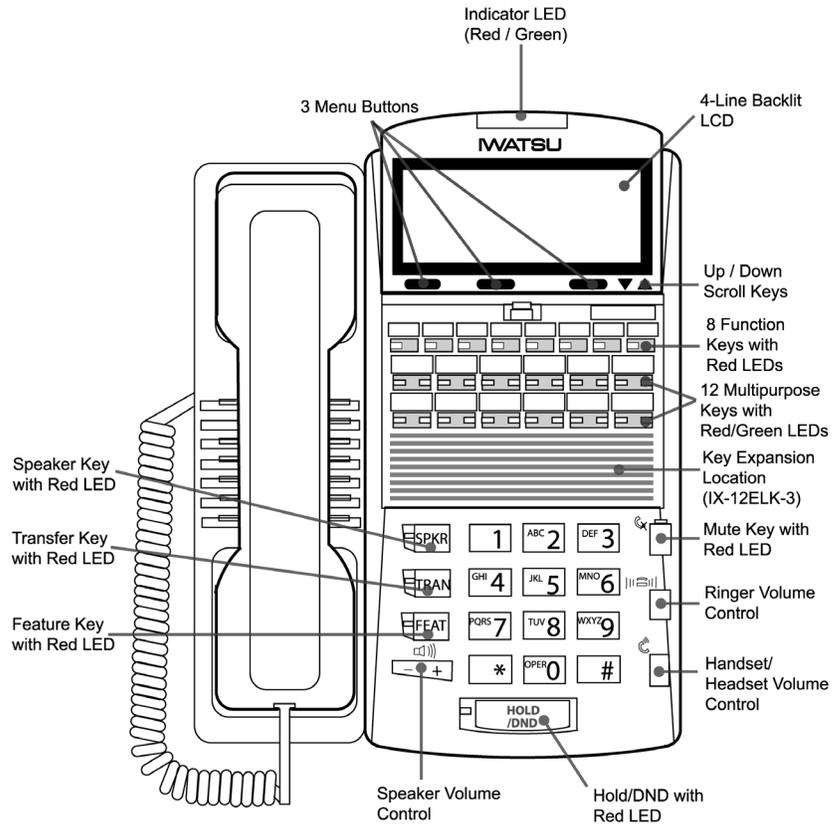
The Omegatrek PS6 Portable Station is a lithium battery-operated portable telephone that allows users to make and receive calls within the service area covered by an Omegatrek IX-BS5 Base Station. The IX-PS6 Portable Station has a three-line display, eight multiple purpose keys each with a red/green LED, an integrated handset speaker for voice announce and hands-free answerback, multiple ringing tones including vibrate mode, and an integrated headset jack.

For operation instructions on the PS6 Portable Station please refer to the *Omegatrek PS6 Digital Wireless Portable Station Owner's Manual* (Part Number 108500).



IX-PS6 Portable Station

DIGITAL KEY TELEPHONE FEATURE LOCATOR



IX-24KTD-2 Button Layout

Multipurpose Keys - Can be programmed for a specific function, such as outside lines, individual extensions, or one-touch feature operation.

Button Lamps - Light up or flash when someone is using a line or a feature corresponding to that button.

Green Lamp - Means that you are using that line.

Red Lamp - Means that someone else is using that line.

SPKR (Speaker) - Without lifting the receiver, the Speaker button allows you to dial and receive outside or internal calls, as well as converse, for "hands-free operation."

TRAN (Transfer) - Allows you to transfer a call from your telephone to another extension.

FEAT (Feature) - The feature button is used to help operate certain special and advanced features available through ADIX APS.

Speaker Volume Control - The Speaker Volume Control is a rocker switch with sixteen settings. To increase the speaker volume, press the + side of the key; to decrease the volume of the speaker, press the - side of the key. The Speaker Volume Control now controls only the speaker volume, you can select the desired volume through this variable control.

HOLD/DND (Hold/Do Not Disturb) - This button is used to put a call on Hold, to set the Do Not Disturb function to prevent any calls from getting through or ringing at your extension or to transfer the call to the number set in your Fixed Call Forward Destination.

Mute - When you are using the Speakerphone, Hands-Free Answerback or the handset/headset, the Mute button prevents any voice or sounds to be heard by the person on the other end of your call. When you press the Mute button to turn off the microphone, the Mute button will stay lit. Pressing the Mute button again permits the other person to hear your voice again.

Ringer Volume Control - There are 4 volume levels to choose from. When a new volume level is chosen, a tone sounds at the selected volume level: one beep sounds for the lowest volume setting, four beeps sound at the highest.

Handset Volume Control - The handset volume control buttons allow you to adjust the handset volume and headset volume to one of three levels.

Menu Buttons and Up/Down Scroll Keys - The menu buttons control various features made available through the display. The Up/Down scroll keys are used to scroll through the menu features

Many ADIX APS features can be operated either by dialing a feature operation code or using a one-touch feature button, if your telephone has one assigned for that specific feature. The feature code numbers listed in this manual are preset in the ADIX APS system. Your system installer may assign a different code number for any feature based on individual system requirements.

BASIC FEATURES

MAKING A 911 CALL

Operation

From an outside or inside line:

- ☞ Go off-hook.
- ☞ Dial 911

You will be connected to your local Public Safety Answering Point (PSAP).

MAKING AN OUTGOING CALL

Operation

- ☞ Lift the receiver
- ☞ Press the button for an outside line and the outside line button will flash green
- ☞ Wait for the dial tone
- ☞ Dial the telephone number

If you make a dialing mistake, Press the Flash button **FLASH** and start over.

RECEIVING AN INCOMING CALL

Operation

When your phone rings and an outside line lamp flashes:

- ☞ Lift the receiver

Or

- ☞ Lift the receiver
- ☞ Press the outside line button with the flashing light

You will be connected to the call and the outside line button will flash green.

MAKING AN INTERCOM CALL

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number

Or

- ☞ Press the button representing the desired extension if assigned as a Multipurpose button
- ☞ Make an announcement after the tone or wait for an answer to the ring

The lamp on the intercom button **ICM** will flash red. If the extension you called is busy, you will hear a repeated intercom busy tone.

RECEIVING AN INTERCOM CALL

Operation

- ☞ Lift the receiver when you hear your phone ring or the caller's voice through the speaker

Or

- ☞ Reply through the phone's microphone without lifting the receiver

The lamp on the Intercom button **ICM** will flash red.

MAKING AN INTERCOM GROUP CALL

Operation

- ☞ Dial the Intercom Group access number at the Intercom dial tone.

MAKING AN E-RESPONSE HELP CALL

Operation

- ☞ Lift the receiver or press **[SPKR]** and remain off hook on ICM for a duration that exceeds the amount of time programmed in the system..

Or

- ☞ Lift the receiver to make an intercom call. Begin dialing. Between digits stop dialing for more than 10 seconds.

Or

- ☞ Dial the E-Response Group access number at Intercom dial tone.

TRANSFERRING A CALL TO ANOTHER EXTENSION

Operation

When speaking on an outside line:

- ☞ Press the Transfer button **TRAN** and the lamp will flash red
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number

Or

- ☞ Press the button representing the desired extension if assigned as a Multipurpose button
- ☞ Hang up or announce the call then hang up

If the call is not answered it will return to your phone.

TRANSFERRING A CALL TO CALL PARK

Operation

When speaking on an outside line:

- ☞ Press the Transfer button **TRAN** and the lamp will flash red
- ☞ Press the **PARK** key and the lamp will flash red
- ☞ Dial the desired extension number or press the button representing the desired extension if assigned as a Multipurpose button
- ☞ Wait for the confirmation tone

If the call is not answered it will return to your phone.

PUTTING A CALL ON HOLD

HOLD/QUICK FORWARD key is used as an option to the **Hold/DND** key. This key provides the same feature as the **Hold/DND** key except callers are sent to the Fixed Call Forward destination (such as voicemail) instead of hearing a DND tone.

Operation

When speaking on an outside line:

- ☞ Press the Hold button **HOLD/DND**

To use the **HOLD/QUICK FORWARD** key to forward a call:

- ☞ From an idle condition, press the **HOLD/QUICK FORWARD** key. This key toggles ON and OFF.

A green lamp flashes intermittently on your phone and a red lamp flashes on other phones for that outside line. If the call is on Hold too long, your phone will ring again.

PICKING UP A CALL ON HOLD

Operation

- ☞ Lift the receiver
- ☞ Press the green intermittently flashing button on your phone or the red flashing button on another phone representing the desired outside line

The lamp on the outside line button will flash green.

PUTTING A CALL ON CALL PARK

Call Park is similar to Hold but allows others to pick a call up even though they do not have a button representing the desired outside line.

Operation

To put a call on Call Park at your extension:

When speaking on an outside line:

- ☞ Press the Call Park button **PARK** and the lamp will intermittently flash green
- ☞ Hang up

- ☞ If the call is on Call Park too long your phone will ring.

To pick up a call on Call Park at your extension:

- ☞ Lift the receiver
- ☞ Press the flashing Call Park button **PARK** and the lamp on an outside line button will flash green

To pick up a call on Call Park at another extension:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **3 4**

Or

- ☞ Press the Park Pick-Up button **PARK P/U** if assigned as a Multipurpose button
- ☞ Dial the extension number of the phone that placed the call on Call Park and the lamp on an outside line button will flash green

To put a call on Call Park at another extension:

When speaking on an outside line:

- ☞ Press the Transfer button **TRAN**
- ☞ Press the Call Park button **PARK**
- ☞ Dial the extension number or press the **DSS** key or **CCV** key of the station at which you want to park the call.
- ☞ Hang up

- ☞ If the call is on Call Park too long your phone will ring.

To pick up a call on Call Park at the attendant position:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the number announced by the attendant and the lamp on an outside line button will flash green

To pick up a call on Call Park at the attendant position:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the number announced by the attendant and the lamp on an outside line button will flash green

HANDLING A SECOND CALL

Operation

When a second call rings at your phone and you do not want to hang up on the first call:

- ☞ Press the Hold button **HOLD/DND** to place the call on Hold

Or

- ☞ Press the Call Park button **PARK** to place the call on Call Park
- ☞ Press the button representing the second call
- ☞ Answer the second call

To return to the first call:

- ☞ Repeat the same procedure

ADVANCED FEATURES

ABSENCE MESSAGE DISPLAY

Allows you to leave an advisory message for a display phone caller if you should leave your office. Four messages are available:

- Return at (time)
- Return on (date)
- Meeting at (time)
- Call (number)

This feature only works with a Multipurpose button programmed for Absence Message **ABS.MSG**

Operation

To register a message:

- ☞ Press the Speaker button **SPKR**
- ☞ Press the Absence Message button **ABS.MSG**

For Return At:

- ☞ Dial **1** then dial the **TIME IN MILITARY TIME**

For Return On:

- ☞ Dial **2** then dial the date **M : D**

For Meeting At:

- ☞ Dial **3** then dial the time in military time **H : M**

For Call:

- ☞ Dial **4** then dial the telephone number then dial **#**

- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

The message will appear on the display.

To erase a message:

- ☞ Press the Speaker button **SPKR**
- ☞ Press the Absence Message button **ABS.MSG**
- ☞ Dial *****
- ☞ Wait for a confirmation tone
- ☞ Press Speaker button **SPKR**

The message will no longer appear on the display.

ACCOUNT CODE

Allows you to enter a one- to 12-digit code to either identify the caller or identify the party the call was made for. These codes are printed out with the SMDR information. Account code entry may be done before the party answers, during a conversation, or after the other party hangs up.

Operation

- ☞ Lift the receiver
- ☞ Press an outside line button
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **25**

Or

- ☞ Press the Account Code button **ACCT** if assigned as a Multipurpose button
- ☞ Dial the code then dial *****

You will hear a confirmation tone.

ALL ATTENDANTS CALL

Allows you to call all attendants.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the assigned access code **0**

ALPHANUMERIC DISPLAY

ADIX APS Digital Multiline Display Telephones have a 2-line, 16-character alphanumeric LCD display that tilts for ease of viewing. The display will provide the following information:

- Absence Messages
- Account Code Input
- Call Duration Timer
- Callback CO/ICM
- Called Party Identification
- Called Party Status - BUSY/DND
- Calling Party Identification
- Camp-On
- Forwarding Extension Numbers
- Message Waiting Identification
- Real Time Clock
- Recall CO/ICM
- Reminder
- Ringing Outside Line Identification

Operation

To scroll or change the information on the display during a conversation:

☞ Press the Feature button **FEAT** then dial **63**

Or

☞ Press the Display button **DISPLAY** if assigned as a Multi purpose button

ALPHANUMERIC SPEED DIAL BY NAME

The Alphanumeric Speed Dial By Name feature allows you to access the speed dial list alphabetically. When you want to place a CO outgoing call with the Speed Dial feature, the desired Speed Dial destination can be searched by name alphanumerically.

Operation

To Access the Alphanumeric Speed Dial By Name Feature

- ☞ Press **SPEED**
- ☞ Press **SPEED**
- ☞ To search for a registered name, press the dial pad until the desired characters are displayed.
To focus your search, enter a character, press **HOLD/DND**, and then enter another character.
- ☞ To scroll through the registered names, press **FORWARD #** or **BACKWARD ***
- ☞ When the desired name is found, press **SPEED** to dial the number.

ALTERNATE TONE/PULSE DIALING

Allows you to change the dial signaling from Dial Pulse (Rotary) to DTMF (Touch Tone) after an outside call has been answered. This will allow you to use enhanced communications devices like Voice Mail and Automated Attendant.

Operation

After the call is answered:

- ☞ Press the Feature button **FEAT** then dial **13**
- Or**
- ☞ Press the Alternate button **ALTER** and the lamp will be solid red

AUTODIAL UNIT

An Autodial Unit may be added to Digital Telephones to provide an additional sixteen buttons for Speed Dial. The Speed Dial numbers are programmed through system programming.

Operation

To make an Autodial Call:

- ☞ Lift the receiver
- ☞ Press the desired button on the Autodial Unit

AUTOMATIC OUTSIDE LINE ANSWER / HOLD

This programming option allows you to receive a second call automatically by simply pressing the Hold, Call Park, or existing outside line button.

Operation

While on a call:

- ☞ Press the Hold **HOLD/DND**, Call Park **PARK**, or existing outside line button

AUTOMATIC REPEAT DIALING

Allows you to instruct ADIX APS to dial an outside party until they answer. This is accomplished by having ADIX APS periodically activate the speaker and dial the outside party's number. Should they answer, you will hear their voice through the speaker. In order to establish a conversation, you must pick up their receiver. Should you be away from your phone when the called party answers, they will hear silence and ADIX APS will try to call later.

Operation

If the called party does not answer or is busy:

- ☞ Do not hang up
- ☞ Press the Automatic Repeat button **REPEAT** and the lamp will be solid red.
- ☞ Hang up

To Cancel:

- ☞ Press the Speaker button **SPKR**
- ☞ Press the Automatic Repeat button **REPEAT**
- ☞ Dial and the lamp will be off
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

Or

- ☞ Lift the receiver while ADIX APS is dialing the outside party

BACKGROUND MUSIC

An external music source such as a FM tuner may be connected to the system to provide background music either through the speaker in the phone or an external paging system. The music is automatically turned off if the phone or external paging system is in use. Background music is not available for the IX-12IPKTD IP Telephone.

Operation

To turn on Background Music through your phone:

☞ Press the Feature button **FEAT** then dial **62**

Or

☞ Press the Background Music button **BGM** if assigned as a Multipurpose button and the lamp will be solid red

To turn off Background Music through your phone:

☞ Press the Feature button **FEAT** then dial **062**

Or

☞ Press the Background Music button **BGM** if assigned as a Multipurpose button and the lamp will be off

BARGE-IN

Allows you to enter an existing conversation. A warning tone is sent to inform the parties that a three way conference has been established.

Operation

☞ Dial the desired extension number

Or

☞ Press the desired outside line button

☞ Press the Add button **ADD**

BUILT-IN SPEAKERPHONE

ADIX APS Digital Telephones may be equipped with a Built-in Speakerphone. Use of the Speakerphone allows for complete hands-free operation on external calls.

Operation

To make a call:

- ☞ Press the Speaker button **SPKR** and the lamp will flash red
- ☞ Wait for the dial tone
- ☞ Dial the desired telephone number

To answer a call:

- ☞ Press the Speaker button **SPKR** and the lamp will flash red

To end a call:

- ☞ Press the Speaker button **SPKR** and the lamp will be off

BUSY BYPASS/AUTODIAL UNIT

Works the same as the Autodial Unit with the additional capability to allow a second call to be announced through the speaker in this unit while you are involved in a conversation using your receiver. You may respond through the microphone without having to put the original party on Hold. Use of this unit requires an additional station port.

Operation

See AUTO DIAL UNIT

See BUSY BYPASS VOICE CALLING

BUSY BYPASS TONE CALLING

Allows you to be informed that there is a second call waiting for you to answer. This is accomplished by providing a muted tone through the speaker in the busy telephone. External and internal calls may be differentiated by frequency. This feature is a system programming option and may not be present in all systems.

Operation

To answer the waiting call:

- ☞ Hang up on the first call and press the button representing the waiting call

Or

- ☞ Press the Call Park button **PARK** and press the button representing the waiting call

To alternate between calls:

- ☞ Press the Call Park button **PARK**

BUSY BYPASS VOICE CALLING

While you are involved in a conversation using your receiver, Busy Bypass Voice Calling allows you to receive a voice announcement through the speaker in a IX-BPAD Busy Bypass Unit informing you that someone else wishes to speak with you. You may respond through the microphone without having to put the original party on Hold. This feature is only available if your phone is equipped with a IX-BPAD Busy Bypass Unit.

Operation

To answer the waiting call:

- ☞ Hang up on the first call and press the button representing the waiting call

Or

- ☞ Press the Call Park button **PARK** and press the button representing the waiting call

To alternate between calls:

- ☞ Press the Call Park button **PARK**

BUSY INTERCOM CALLBACK

Allows you to instruct ADIX APS to inform you when a busy extension that you called becomes idle. When the extension becomes idle, ADIX APS will call you back. After you answer, the desired extension will automatically be dialed. If your phone has a display, the display will inform you that the call is a Callback and identify the extension. You may leave one Callback message.

Operation

When you make an intercom call and the extension is busy:

- ☞ Do not hang up
- ☞ Press the Feature button **FEAT** then dial **43**

Or

- ☞ Press Busy Intercom Callback button **ICM CB** button if assigned as a Multipurpose Button and the lamp will be solid red
- ☞ Wait for a confirmation tone
- ☞ Hang up

To Cancel all Intercom Callbacks

- ☞ Press the Speaker button **SPKR**
- ☞ Press the Feature button **FEAT** then dial **043**

Or

- ☞ Press Busy Intercom Callback button **ICM CB** if assigned as a Multipurpose button then dial ***** and the lamp will be off
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

BUSY NUMBER CALLBACK

Allows you to instruct ADIX APS to periodically call you to try calling a previously dialed outside number again. To have ADIX APS dial the number simply pick up the receiver.

Operation

When you dial an outside number and there is no answer or a busy signal:

- ☞ Do not hang up
- ☞ Press the Feature button **FEAT** then dial **24**

Or

- ☞ Press the Busy Number Callback button **TRNK C/B** if assigned as a Multipurpose Button and the lamp will be solid red
- ☞ Wait for a confirmation tone
- ☞ Hang up

To change the Callback time interval:

- ☞ Dial the desired interval time in minutes **19** before you hang up

To Cancel:

- ☞ Press the Speaker button **SPKR**
 - ☞ Wait for the dial tone
 - ☞ Press the Feature button **FEAT** then dial **024**
- Or**
- ☞ Press the Busy Number Callback button **TRNK C/B** if assigned as a Multipurpose button then dial ***** and the lamp will be off
 - ☞ Wait for a confirmation tone
 - ☞ Press the Speaker button **SPKR**

BUSY OUTSIDE LINE QUEUING

Allows you to instruct ADIX APS that you wish to be notified when the outside lines are no longer busy. When an outside line becomes available, your phone will ring. Picking up the receiver will give you outside dial tone. If you previously dialed the outside number, that number will automatically be dialed when the receiver is picked up.

Operation

When attempting to make an outside call and all lines are busy:

- ☞ Do not hang up
- ☞ Press the Feature button **FEAT** then dial **23** and you will hear tones
- ☞ Dial the phone number

Or

- ☞ Press the Busy Outside Line Queue button **TRNK QU** if assigned as a Multipurpose button, you will hear tones and the lamp will be solid red
- ☞ Dial the phone number
- ☞ Hang up

To Cancel:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **023**

Or

- ☞ Press the Busy Outside Line Queue button **TRNK QU** if assigned as a Multipurpose button, then dial ***** and the lamp will be off
- ☞ Wait for confirmation tone
- ☞ Press the Speaker button **SPKR**

BUSY OVERRIDING

Allows you to alert a busy extension user that you are waiting to speak with them. The busy extension user will hear periodic tone bursts through the speaker. If they have a display the display will identify the calling party.

Operation

When you dial a busy extension:

- ☞ Do not hang up
- ☞ Press the Busy Override button **OVER** and you will hear a ringing signal
- ☞ Wait to be answered

To answer a Busy Override:

- ☞ Hang up on the first call

Or

- ☞ Press the Call Park button **PARK**
- ☞ Press the Intercom button **ICM**

To alternate between calls:

- ☞ Press the Call Park button **PARK**

CALL COVERAGE

The Multipurpose buttons on the Digital Telephones may be programmed to allow both audible and visual indication of a call ringing at another extension. Calls made to an extension that is represented as a Call Coverage button on another phone may be answered by that phone by pressing the Call Coverage button. The visual indication is immediate and the audible indication may have one of the three modes: immediate, delayed, or no ring. When the extension monitored by a Call Coverage button is not in the ringing state, the Call Coverage button will function as a Direct Station Selection/Busy Lamp Field button. The Call Coverage feature will support Intercom Tone (ringing) and Outside Line calls. Intercom calls are indicated by a slow flashing green lamp and Outside Line calls are indicated by a fast flashing green lamp. A good application for this feature would be a secretary that needs to answer calls for others in the office if they are away from their phones.

Operation

To answer a call ringing at another extension:

When you hear the special Call Coverage tone or see either a slow or fast green flashing lamp on a Call Coverage button:

- ☞ Lift the receiver
- ☞ Press the desired Call Coverage button

You will be connected to the calling party. Intercom calls will appear on your phone's Intercom button **ICM** and Outside Line calls will appear on your phone's Outside Line button.

To change the audible indication mode:

- ☞ Do not lift the receiver
- ☞ Press the Feature button **FEAT**
- ☞ Press the desired Call Coverage button and the present mode will be represented by the lamp on the button and the display.

immediate:	display = Immed.	lamp = fast green flash
delayed:	display = Delayed	lamp = slow green flash
no ring:	display = No ring	lamp = solid green

- ☞ Dial **1** for immediate ring mode
- ☞ Dial **2** for delayed ring mode
- ☞ Dial **3** for no ring mode

CALL FORWARDING - FLEXIBLE CALL FORWARDING

Allows you to send your calls to an internal destination or external line (using Personal Speed Dial numbers 90-99). You can also separate call forward destinations for ICM incoming and CO incoming calls. For instance, you could set all intercom calls to go to your cell phone, and all CO calls to be forwarded to your voice mail.

SET FORWARD DESTINATION

Operation

- ☞ Lift the receiver (handset) or press **SPKR**
- ☞ Press **FWD**
- ☞ Enter the Call Type you wish to forward
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Enter the Flexible Call Forward Mode
 - 1 = All calls to another extension or hunt group
 - 2 = Busy/No Answer calls to another extension or hunt group
 - 3 = No Answer calls to another extension or hunt group
 - 4 = All Calls forward to an external number (using Personal Speed Dial Codes 90-99)
- ☞ Do one of the following
 - If you chose Mode 1,2, or 3, enter the extension or hunt group number
 - If you chose Mode 4, enter the Personal Speed Dial Code (90-99)
- ☞ Wait for a confirmation tone
- ☞ Hang up

FORWARD CANCEL

You may cancel the forwarding of All calls, CO calls only, or Intercom calls only.

Operation

- ☞ Lift the receiver (handset) or press **SPKR**
- ☞ Press **FWD**
- ☞ Press *****
- ☞ Enter the Call Type number you wish to cancel
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Wait for a confirmation tone
- ☞ Hang up

SET ACTIVE/INACTIVE

You may make active/inactive the most recent call forward setting.

Operation

- ☞ Press **FWD**
- ☞ Enter the Call Type you wish to forward
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Wait for a confirmation tone
- ☞ Hang up

FOLLOW ME

When you move to a different extension, you may change the forwarding destination from the extension you originally set to the extension which you are now using

Operation

- ☞ Lift the receiver (handset) or press **SPKR**
- ☞ Press **FWD + FWD**
- ☞ Enter the Call Type you wish to forward
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Enter the extension number of the originating forwarding station
- ☞ Wait for a confirmation tone
- ☞ Hang up

TO SET FORWARD VIA DIRECT INWARD SYSTEM ACCESS (DISA)

Operation

- ☞ Refer to section seven for use of the DISA feature
- ☞ Wait for the intercom dial tone
- ☞ Enter the Call Forward Code **5 2 2**
- ☞ Enter the Call Type you wish to forward
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Enter the Flexible Call Forward Mode
 - 1 = All calls to another extension or hunt group
 - 2 = Busy/No Answer calls to another extension or hunt group
 - 3 = No Answer calls to another extension or hunt group
 - 4 = All Calls forward to an external number (using Personal Speed Dial Codes 90-99)
- ☞ Do one of the following
 - If you chose Mode 1,2, or 3, enter the extension or hunt group number
 - If you chose Mode 4, enter the Personal Speed Dial Code (90-99)
- ☞ Dial **#**
- ☞ Wait for a confirmation tone
- ☞ Hang up

TO CANCEL VIA DIRECT INWARD SYSTEM ACCESS (DISA)

Operation

- ☞ Refer to section seven for use of the DISA feature
- ☞ Wait for the intercom dial tone
- ☞ Enter the Call Forward Code **5 2 2**
- ☞ Press **5 0 1**
- ☞ Enter the Call Type number you wish to cancel
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Wait for a confirmation tone
- ☞ Hang up

CALL MONITORING

Allows you to silently monitor a conversation on another extension or line. In order for this feature to operate on intercom off-hook signaling must be disabled.

Operation

To monitor a conversation on a outside line:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Monitor button **MONITOR**
- ☞ Press the outside line button

To monitor a busy extension's conversation:

- ☞ Lift the receiver
- ☞ Press the Monitor button **MONITOR**
- ☞ Dial an extension number

CALL PARK/SWAP

Allows you to alternate between two conversations.

Operation

- ☞ Press the Call Park button **PARK** to place the call on Call Park and the lamp will intermittently flash green
- ☞ Answer or initiate a second call
- ☞ Press the Call Park button **PARK** which allows you to go back to the original call with the second call now on Call Park and the lamp will intermittently flash green

You may continue to alternate between conversations by pressing the Call Park button.

CALL PICK-UP

Allows you to answer a call ringing at someone else's phone. There are three types of Call Pick-Up: Direct Call Pick-Up, Internal Group Call Pick-Up, and External Group Call Pick-Up.

DIRECT CALL PICK-UP

Allows you to answer a call ringing at any extension in the office.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **33**
- ☞ Dial the ringing extension number

Or

- ☞ Press the Direct Call Pick-Up button **DIRCT P/U** if assigned as a Multipurpose button
- ☞ Dial the ringing extension number

INTERNAL GROUP CALL PICK-UP

Allows extensions to be grouped together. This grouping eliminates the need to dial the ringing extension number in order to answer the call.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **31**

Or

- ☞ Press the Group Call Pick-Up button **GRP P/U** if assigned as a Multipurpose button

EXTERNAL GROUP CALL PICK-UP

Allows you to answer a call ringing in a Group Call Pick-Up group that they are not part of.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **32**
- ☞ Dial the ringing external group number

Or

- ☞ Press the External Group Pick-Up button **EXT P/U** if assigned as a Multipurpose button
- ☞ Dial the ringing external group number

CALLER ID, ANI INFORMATION STORAGE

Allows you to store and display the telephone number for a call on a caller ID, ANI or DNIS line. The system may be programmed to save information for all calls, or abandoned calls only.

Operation

To view stored call information:

- ☞ **For station:** At ICM dial tone press the illuminated **USAS** key once to display information about the first call to your station. Press **[>]** to scroll forward and **[<]** to scroll backward in sequence.
- ☞ **For trunk group:** At ICM dial tone press the illuminated **USATn** key once or the **USAT** key + *trunk group number* to display information about the first call on a specific trunk group. Press **[>]** to scroll forward and **[<]** to scroll backward in sequence.

To make a call by automatically dialing the stored Caller ID or ANI number:

- ☞ With a call record displayed, Do one of the following:
- ☞ **For station:** Press the **USAS** key a second time, or press **FLT**, **OPT**, or **COL**.
- ☞ **For trunk group:** Press the **USAT** + *trunk group number* or **USATn** key a second time, or press **FLT**, **OPT**, or **COL**.

To add digits to the displayed number before calling out:

- ☞ With a call record displayed,
- ☞ Dial the additional digits to be added to the outgoing number (the added digits do not appear on the display when entered), then.
- ☞ Do one of the following:
- ☞ **For station:** Press the **USAS** key a second time, or press **FLT** or **COL**.
- ☞ **For trunk group:** Press the **USAT** + *trunk group number* or **USATn** key a second time, or press **FLT** or **COL**.
- ☞ Press **USAT**, **USATn**.

To delete saved call information from system memory:

- ☞ With a call record displayed, press the **USD** key.

CALLER ID DISPLAY CHANGE

The information displayed on the station LCD during incoming ringing, call in progress, incoming forwarded call ringing, and camped-on/transferred call ringing may be changed by pressing a **CID DISPLAY CHANGE** key. This feature may be used only incoming calls on Caller ID/ANI or DNIS lines. Ten different display modes are available. The display mode is determined by the type of call and status of call.

Operation

During call in progress:

- ☞ Press the **CID DISPLAY CHANGE** button

CAMP-ON

Allows you to alert a busy extension user that an outside call is waiting for them to answer. The busy extension user will hear periodic tone bursts through the speaker. If they have a display, the display will first indicate the extension that sent the call followed by CAMP-ON. If the busy extension does not respond within a specified period of time, the call will return back to you.

Operation

To Initiate Camp-On:

- ☞ Press the Transfer button **TRAN**
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number
- ☞ Hang up

To answer a Camp-On:

- ☞ Hang up on the first call

Or

- ☞ Press the Hold button **HOLD/DND** to place the first call on Hold

Or

- ☞ Press the Call Park button **PARK** to place the first call on Call Park
- ☞ Answer the second call

CLEAR CALL

Allows you to initiate a new intercom call without having to hang up if the called extension does not answer or if there was a dialing mistake.

Operation

When you make an intercom call, but the called extension cannot be reached, and you wish to call another extension:

- ☞ Do not hang up
- ☞ Dial the second extension number

CONFERENCE

ADIX APS allows you to converse with three other people in one conversation. There may be any combination of inside extensions or outside lines.

ADD-ON

(up to 1 outside + 3 inside parties or 4 inside parties)

Operation

While speaking on an outside or intercom call:

- ☞ Press the Transfer button **TRAN**
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number
- ☞ Wait for the party to answer
- ☞ Press the Add button **ADD**

After you hear a tone, all parties will be connected.
To add another extension, repeat the same procedure.

MULTILINE

(up to 3 outside + 1 inside parties)

Operation

While speaking on an outside call:

- ☞ Press the Hold button **HOLD/DND** to place the call on hold
- ☞ Make the second outside call
- ☞ Press the Add button **ADD** after the second party answers
- ☞ Press the 1st line that was placed on hold

Or

If your phone only has one outside line button:

- ☞ Press the Call Park button **PARK** to place the call on Call Park
- ☞ Make the second call
- ☞ Press the Add button **ADD** after the second party answers
- ☞ Press the flashing Call park button **PARK**

All three parties will be connected. To add the 3rd outside line, repeat the same procedure.

TRUNK-TO-TRUNK

(up to 2 outside parties)

Operation

When you are speaking with two outside parties in a multiline conference call and wish to leave the conversation:

- ☞ Press the Hold button **HOLD/DND**
- ☞ Hang up

The two outside parties will still be in a conference.

To get back in the Multiline Conference:

- ☞ Lift the receiver
- ☞ Press one of the outside line buttons that are in the conference

CONSULTATION HOLD

Places an outside call on temporary hold before a transfer or conference is completed. The call will automatically return to you if the desired transfer extension does not answer or if you dialed incorrectly. If you have a display on your phone, the display will show Camp On RCL and the name of the person that the call was sent to.

Operation

While on an outside call:

- ☞ Press the Transfer button **TRAN** and you will hear the dial tone

CONVERSATION RECORDING

The Conversation Recording feature allows an ADIX APS station user to record a station-to-station, outside line, or conference call to voice mail. This feature is available at any station that has been assigned a Conversation Recording **REC** key.

Note: Your voice mail system must support this feature.

IMPORTANT NOTICE REGARDING THE CONVERSATION RECORDING FEATURE

In certain states it is illegal to intercept and/or record telephone calls.

In certain states and under certain circumstances it is illegal to intercept for the purposes of listening in and/or recording telephone calls. Because such activity is not illegal in all jurisdictions and may be permitted in training and/or monitoring of personnel, this telephone system can be programmed to permit interception and/or recording with or without warning to those on the line. Before utilizing the system for such purposes, you are advised to consult with an attorney familiar with laws of the jurisdiction in which you utilize such feature.

IWATSU AMERICA, INC., its distributors, and the manufacturers responsible for this feature make no representations with respect to the legality of its use and disclaim any liability for claims and/or damages arising from the use or misuse of this feature.

Operation

While on a call:

- ☞ Press **REC** To start voice recording:
- ☞ While recording press **REC** a second time or hang up to stop recording.

To playback a recorded conversation:

- ☞ The conversation is saved as a voice mail message. For playback instructions consult your voice mail program documentation.

DELAYED RINGING

When an incoming outside line call is not answered within a pre-set time, a second group of stations start ringing and the ringing signal changes to an incoming alarm. A delayed ringing assignment can be programmed for each line. This assignment is the same for both Day and Night modes. If the line is programmed for attendant outside line intercept, the primary and delayed ringing stations will stop ringing when attendant intercept occurs.

DID NUMBER EXTERNAL CALL FORWARD

A station programmed for direct termination of a DID, Caller ID, ANI, or DNIS call can be set to automatically forward the call to an external (remote) telephone number. The remote telephone number is programmed in personal speed dial bin 98. This feature will not operate if there is no number programmed in person speed dial bin 98.

Operation

To set/cancel external call forward of DID, Caller ID, ANI and DNIS calls:

- ☞ Press **ICM**
- ☞ Press **PTRAN**
- ☞ Wait for confirmation tone
- ☞ The **PTRAN** key red LED is lit, remote call forward is set.
- ☞ The **PTRAN** key is not lit, remote call forward is canceled.

To program the remote number:

- ☞ Press the Feature button **FEAT**
- ☞ Press the Speed Dial button **SPEED**
- ☞ Dial Personal Speed Dial Code **98**
- ☞ Dial the remote phone number
- ☞ Press the Feature button **FEAT** to end the operation

DIRECT OUTSIDE LINE APPEARANCE

Digital Telephones may have Multipurpose buttons programmed as an outside line for incoming and outgoing calls.

Operation

- ☞ Lift the receiver
- ☞ Press the outside line button and you will hear the dial tone

DIRECT STATION SELECTION/BUSY LAMP FIELD

The Multipurpose buttons on the Digital Telephones may be programmed to allow one-touch intercom calling to pre assigned extensions. These buttons will provide an indication if the extension programmed to that button is busy or not. If the extension is busy the light will be lit.

Operation

To place an extension call with one touch:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Direct Station Selection button **DSS** for the desired extension

DISTINCTIVE RINGING - OUTSIDE LINE CALLS

Each outside line can be assigned one of four available ringing tones. This feature applies only to Iwatsu Key Telephones.

DISTINCTIVE RINGING - ICM/OUTSIDE LINE

Intercom and outside line calls provide different ringing tones.

DO NOT DISTURB (DND)

Allows you to make your phone busy so you will not be interrupted by phone calls. However, the following type of calls may override Do Not Disturb: DSS Calls, Operator Calls, Secretarial Calls and Executive Override Calls.

Operation

To activate:

- ☞ Press the Hold button **HOLD/DND** and the lamp will be solid red

To cancel:

- ☞ Press the Hold button **HOLD/DND** and the lamp will be off

EXCLUSIVE HOLD

Allows you to place an outside call on Hold that cannot be picked up by another extension.

Operation

To place a call on Exclusive Hold:

- ☞ Press the button representing the outside line which you were speaking on and the lamp will intermittently flash green

To retrieve a call from Exclusive Hold:

- ☞ Press the outside line button once again for that call and the lamp will flash green

The call may only be retrieved by the phone that placed it on Exclusive Hold.

EXECUTIVE OVERRIDE

Is the same as a Busy Override with the additional ability to override an extension in Do Not Disturb. This override may be either a voice announcement or tone signal.

Operation

When dialing an extension that is busy or in Do Not Disturb

- ☞ Do not hang up
- ☞ Press the Override button **OVER**
- ☞ Make a voice announcement or wait for a response to the tone signaling, your choice is dependent on system programming

EXTENSION NUMBER DISPLAY

Allows you to display your extension number if you have a display phone.

Operation

To display an extension:

- ☞ Press the Feature button **FEAT** then dial **99**

FEATURE BUTTON DISPLAY

Allows you to display what is programmed on your phone's feature buttons.

Operation

To display a feature button:

- ☞ Press the Feature button **FEAT** then dial **#9**
- ☞ Press the desired feature button

FLASH

Allows you to receive dial tone on the same outside line without having to hang up. Flash may also be used to receive intercom dial tone to place another intercom call. Two different Flash settings may be programmed to allow for the use of Centrex or PBX features.

Operation

After you complete your call or if you make a dialing mistake:

- ☞ Press the Flash button **FLASH**
- ☞ Dial the new number

If you wish to use Centrex or PBX features:

- ☞ Press the Short Flash button **S FLASH**
- ☞ Dial new number or feature code

If your phone does not have buttons assigned for Flash or Short Flash:

- ☞ Press the Feature button **FEAT** then dial **11** for Flash
- ☞ Press the Feature button **FEAT** then dial **12** for Short Flash

FLOATING OUTSIDE LINE GROUP ACCESS

Allows for a number of outside lines to be assigned to one of 60 groups. These groups may be used for incoming calls, outgoing calls or both incoming and outgoing calls.

Operation

To access an outside line group:

- ☞ Lift the receiver
- ☞ Press the Float button **FLT** then dial the outside line group number **1-60** or **00** for the desired group

Or

- ☞ Press the Float button **FLT** for the desired group if that group is assigned as a Float button on a Multipurpose button

Multiple Float buttons may be assigned to one group.

FORCED/VERIFIED ACCOUNT CODE

Requires you to enter a 1-12 digit code to make outside calls. These codes may be either fixed or variable in length and each telephone may be programmed for one of the four following account code entry options.

- **FORCED-TOLL:** code entry required only for toll calls
- **FORCED-ALL:** code entry required for all calls
- **VERIFIED-TOLL:** code entry required only for toll calls
- **VERIFIED-ALL:** valid code entry required for all calls

A table of 10 phone numbers may be programmed to allow calling without account code entry. This option is very helpful because it allows important emergency numbers to be dialed by anyone. The verification table, for verified account code entry, shares memory with System Speed Dial and may contain 800 account codes. The Forced/Verified Account Code programming allows the option of having or not having the account displayed on the LCD of the phone and the SMDR printout.

Operation

- ☞ Lift the receiver
- ☞ Press an outside line button
- ☞ Wait for the dial tone
- ☞ Dial the desired phone number
- ☞ Dial *****
- ☞ Wait for the account code entry tone
- ☞ Dial a code
- ☞ Dial ***** only if your code entry is variable in length

FULL/HALF DUPLEX SPEAKERPHONE MODE SWITCHING

IX-12KTD/S-3 Digital Key Telephones can be changed from full duplex to half duplex through the operation of the **Speaker Duplex** key.

Operation

To switch from the Full Duplex Mode to the Half Duplex Mode:

☞ Press **Speaker Duplex** or press **FEAT** **0** + **6** + **6**

To switch from the Half Duplex Mode to the Full Duplex Mode:

☞ Press **Speaker Duplex** or press **FEAT** **6** + **6**

GROUP MONITORING

Allows you to let others listen to your conversation through the speaker of the phone while you converse with the receiver.

To use this feature, Group Monitoring must be enabled.

Operation

While speaking to your party with the receiver:

☞ Press the Speaker button **SPKR**

GROUP PARK

By placing a call on Group Park all extensions with the appearance of that Group Park button will have a flashing indication and be able to pick up that call.

Operation

To place a call in Group Park:

- ☞ Press the Group Park button **G PARK** and the lamp will intermittently flash green on your phone and flash red on other phones

To retrieve a call in Group Park:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Group Park button **G PARK** and an outside line button will flash green

To retrieve a call from a phone that does not have your Group Park button:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial your Group Park code

HANDS-FREE ANSWERBACK ON INTERCOM

Allows you to answer an intercom call without lifting the receiver. The microphone may be turned off if desired.

Operation

To turn on Hands-Free Answerback:

- ☞ Press the Feature button **FEAT** then dial **61**

Or

- ☞ Press the MIC OFF button **MIC OFF** if assigned as a button and the lamp will be off

To turn off Hands-Free Answerback:

- ☞ Press the Feature button **FEAT** then dial **061**

Or

- ☞ Press the Mic Off button **MIC OFF** if assigned as a button and the lamp will be solid red

HEADSET CONTROL KEY

The **Headset Control** key allows you to control a headset without using the **Connect** or **Release** key. This key is also supported on the IX-12KTD/S-2 and previous models of ADIX Digital Key Telephones, although they require a headset adaptor box to switch the audio between handset and headset. This key is a replacement for the **Headset** Button

Operation

To begin a call:

- ☞ Press the **Headset Control** key while the phone is idle.

To answer a call:

- ☞ Press the **Headset Control** key when receiving a ringing or incoming call.

To end a call:

- ☞ Press the **Headset Control** key to disconnect when finished with the call.

To transfer a call using Screened Transfer:

- ☞ Press the **TRAN** key.
- ☞ Dial the telephone number.
- ☞ When the party answers, press the **Headset Control** key.
- ☞ To transfer a call using Unscreened Transfer:
- ☞ Press the **TRAN** key.
- ☞ Dial the telephone number.
- ☞ While waiting for the called party to answer, press the **Headset Control** key.

To place a call on hold:

- ☞ Press the **HOLD/DND** key. An ICM dial tone is heard.
- ☞ Dial another number or press the **Headset Control** key.

To retrieve a call from hold with **Headset Control** key idle:

- ☞ Press the **Headset Control** key, then press the line key on which the party is holding.

To receive a call from hold with **Headset Control** key active:

- ☞ Press the line key where the party is holding.

To retrieve a message:

- ☞ Press the **MBOX** key, then the **Headset Control** key.

To change from headset use to speakerphone use:

- ☞ Press the **SPKR** key, then press the **Headset Control** key.

To answer an ACD call:

- ☞ Press the **Headset Control** key. ACD calls do not produce an audible ring in the headset.

HEADSET BUTTON

Allows you to alternate between using the handset (receiver) and the headset.

Operation

For headset operation:

- ☞ Press the Headset button and the lamp will be solid red

For handset operation:

- ☞ Press the Headset button and the lamp will be off

HEADSET CONNECTION

Digital telephones may operate with a headset instead of the handset (receiver). Use of the headset requires the handset to remain in the cradle of the phone and the headset control button to be switched to the on position.

Operation

To make a call:

- ☞ Press the button representing the type of call you wish to place
- ☞ Wait for the dial tone
- ☞ Dial the desired number

To answer a call:

- ☞ Press the button representing the incoming call

To hang-up:

- ☞ Press the Release button **RLS**

To transfer a call:

- ☞ Press the Transfer button **TRAN**
- ☞ Dial the desired extension number

Or

- ☞ Press the button representing the desired extension if assigned as a Multipurpose button
- ☞ Press the Connect button **CNCT**

HOT LINE

If your phone is programmed to have this feature every time you lift the receiver or press the Speaker button **SPKR** a call will be placed to a predetermined extension.

Operation

☞ Lift the receiver

Or

☞ Press the Speaker button **SPKR**

HOWLER TONE

If your receiver remains off the receiver button too long after no action is taken, ADIX APS will provide a tone to alert you of this condition.

Operation

☞ Replace the receiver on the receiver button

LAST NUMBER REDIAL

Allows you to automatically dial the last outside number called.

Operation

☞ Lift the receiver

☞ Wait for the dial tone

☞ Press the Speed Dial button **SPEED**

☞ Dial

MASTER HUNT GROUPS

ADIX APS allows extensions to be programmed into Hunt Groups. Each Hunt Group is assigned an access code and when dialed the system searches for the first idle extension.

Operation

To call a Hunt Group:

☞ Lift the receiver

☞ Wait for the dial tone

☞ Dial Hunt Group access code

Or

☞ Press the Hunt Group button **HUNT** if assigned as a Multipurpose button

MEMO DIAL

Allows you to save a telephone number in memory while you are speaking on an outside line. The memory is shared with Save Number Redial.

Operation

While on a conversation:

- ☞ Press the Feature button **FEAT** then dial **22**
- ☞ Dial the phone number
- ☞ Press the Feature button **FEAT**

Or

- ☞ Press the Memo button **MEMO** if assigned as a Multipurpose button
- ☞ Dial the phone number
- ☞ Press the Memo button **MEMO** if assigned as a Multipurpose button

You will hear a confirmation tone.

To make a Memo Dial call:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press an Outside Line button
- ☞ Press the Feature button **FEAT** then dial **22**

Or

- ☞ Press the Memo button **MEMO** if assigned as a Multipurpose button

MESSAGE WAITING

Allows you to light a lamp at another extension to inform them that you wish to speak with them.

Operation

To leave a message:

When the extension you are calling is busy or does not answer:

- ☞ Do not hang up
- ☞ Press the Message button **MSG**
- ☞ Dial **#**
- ☞ Wait for a confirmation tone
- ☞ Hang up

The Message button **MSG** lamp will be solid red at the called extension.

To answer messages:

When the Message button **MSG** lamp is lit at your extension:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Message button **MSG**
- ☞ Dial **#**

The system will automatically call the extension which left the message. If you have a display phone the display will indicate the number of messages left. To view all messages before returning a call, press the Message button **MSG** until the desired extension number is displayed. Then dial **#** to return the call. Messages left by another extension will be indicated by a solid red lamp on the Message button. Messages left by a voice mail machine will be indicated by a flashing red lamp on the Message button.

To display messages at your extension:

- ☞ Press the Message button **MSG**

The display shows the extension number(s) which left you a message and the number of messages left. If you have more than 1 message, press the Message button **MSG** again for the next message to be displayed.

To cancel message waiting:

If you want to cancel a message you left at an extension:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Message button **MSG** then dial *****
- ☞ Dial the extension number of the message you wish to cancel
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

If you want to cancel all messages left at your extension:

- ☞ Press Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Message button
- ☞ Dial *** * *** and the lamp will be off
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

MICROPHONE CUT-OFF

Allows you to disable the microphone in your phone for privacy.

Operation

To turn microphone on:

- ☞ Press the Feature button **FEAT** then dial **6 1**

Or

- ☞ Press the **MIC OFF** button if assigned as a button and the lamp will be off

To turn MIC off:

- ☞ Press the Feature button **FEAT** then dial **0 6 1**

Or

- ☞ Press the **MIC OFF** button if assigned as a button and the lamp will be solid red

OFF-HOOK OUTGOING CALL

This programming option allows you to automatically dial an outside party by simply picking up the receiver. This feature makes use of the System Speed Dial feature.

Operation

☞ Lift the receiver

Or

☞ Press the Speaker button **SPKR** if your phone is equipped with a Speakerphone

OFF-HOOK OUTSIDE LINE ANSWERING

Allows you to answer an outside call without having to press the button representing the ringing line.

Operation

To answer a call:

☞ Lift the receiver

Or

☞ Press the Speaker button **SPKR** if your phone is equipped with a Speakerphone

OFF-HOOK OUTSIDE LINE QUEUING

Allows you to instruct ADIX APS that you wish to wait for an outside line when all outside lines are busy.

This feature is used only when outside lines are grouped to appear under one or several outside line buttons.

Operation

When you press an outside line button and do not hear the dial tone:

☞ Do not hang up

☞ Stay on the line until you hear the dial tone

ON-HOOK DIALING

Allows you to dial an extension or outside line without having to lift the receiver. The receiver must be picked up to converse if your phone is not equipped with a Speakerphone.

Operation

- ☞ Press the Speaker button **SPKR**
- ☞ Press the desired line button
- ☞ Wait for the dial tone
- ☞ Dial the number

OUTSIDE LINE CALL RESTRICTION

The system can be programmed to restrict any phone from making outside line calls on specified outside line groups.

OUTSIDE LINE PICK-UP RESTRICTION

The system can be programmed to restrict stations from accessing incoming calls on specific outside lines. Three different levels of restriction are available. This does not affect the restricted stations ability to make outgoing calls on these lines.

PAGING

ADIX APS provides three types of paging:

- All Call
- Group Call
- Zone Page.

ALL CALL

Allows you to make an announcement either through the speakers in the Digital Telephones and/or an External Paging System.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Page button **PAGE** and hold the button down and the lamp will flash red
- ☞ Wait for the Page tone
- ☞ Make an announcement
- ☞ Release the Page button **PAGE**
- ☞ Hang up

GROUP CALL (INTERNAL)

Allows you to page through the speaker in a group of phones. There may be 30 groups with a maximum of 64 extensions per group.

Operation

To page through a group of phones:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial Group Call access code

Or

- ☞ Press the Group Call button **GROUP** if assigned as a Multipurpose button
- ☞ Wait for the Page tone
- ☞ Make an announcement
- ☞ Hang up

ZONE (EXTERNAL)

Allows you to access individual groups of external paging speakers.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial Zone Page access code

Or

- ☞ Press the Zone Page button **ZONE** if assigned as a Multipurpose button
- ☞ Wait for the Page tone
- ☞ Make an announcement
- ☞ Hang up

MEET-ME PAGE ANSWER

Allows you to answer a page from any phone that is in the same Meet-Me Page Answer group.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **35**

Or

- ☞ Press the Meet-Me Page Answer button **MEET-ME** if assigned as a Multipurpose button

PERSONAL RINGING TONE

You may choose one of eight personal ringing tones to distinguish ringing at your station from others.

Operation

To play a ringing tone for your system extension:

☞ With your station idle press **FEAT** + **#** + ***** + **1** **8**

To select a ringing tone for your system extension:

☞ With your station idle press **FEAT** + **#** + ***** + **1** **8** + **#**

To restore default ringing tone at your system extension:

☞ With your station idle press **FEAT** + **#** + ***** + **0** + **#**

PRESET DIAL/BACKSPACE DIALING

This programming option allows you to dial an intercom or an outside phone number and have the number appear on the display of your Digital Multiline Display Telephone before the call is placed. This procedure ensures that the correct number will be dialed.

Operation

To enter and display a number:

- ☞ Dial the desired number to be called and it will appear on the display
- ☞ Press **FEAT** to erase the digits entered one at a time starting from the right side of the display.

To make an intercom call:

- ☞ Lift the receiver and the call will be placed

To make an outside call:

- ☞ Press an outside line button
- ☞ Lift the receiver and the call will be placed

PRIME LINE ACCESS

This programming option allows a system extension to immediately access a specific system extension, outside line, outside line group, hunt group, paging zone, or optimized routing upon going off hook.

Operation

☞ Lift the receiver

Or

☞ Press the Speaker button **SPKR** if your station is equipped with a Speakerphone

PRIVACY/PRIVACY RELEASE

All conversations are private and no one may enter a conversation unless you release the privacy for that conversation.

Operation

To release Privacy:

☞ Press the Feature button **FEAT** then dial **1 4**

Or

☞ Press the Privacy Release button **PRV RLS** if assigned as a Multipurpose button and the lamp will be solid red

You will hear a confirmation tone. To get back to a private conversation, repeat the procedure and the lamp will be off.

PRIVATE LINE

This programming option allows a phone to have a dedicated outside line appear on one of its Multipurpose buttons. This line will have the following characteristics:

- It will ring if the station is in Do Not Disturb
- It will not be Call Forwarded
- It cannot be accessed by other extensions

Operation

☞ None

PROTECTED STATION

This programming option provides you the ability to prevent any calls from overriding.

Operation

☞ None

QUICK FORWARDING USING THE HOLD/QUICK FORWARD KEY

See *PUTTING A CALL ON HOLD* on page 76 for information concerning using the Hold/Quick Forward key.

QUICK MODE OPERATION

This programming option enables you to access an outside line or your intercom extension by simply pressing the desired button. This activates the speaker and allows for immediate On-Hook Dialing. If your extension has a Speed Dial number assigned to a Multipurpose button, ADIX APS will automatically select a line and dial the number.

Operation

- ☞ Press the desired button for making a call

REMOTE CALL FORWARDING

Allows you to send outside line calls to a remote location automatically. Four Remote Call Forwarding groups may be programmed per Sub-system and each Remote Call Forwarding group may have one outside line group assigned to it.

Operation

To forward an outside line group to a remote location:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Remote Call Forwarding button **CTRAN** and the lamp for the button will be solid red
- ☞ Dial the outside phone number
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To cancel:

- ☞ Press the Remote Call Forward button **CTRAN** and the lamp will be off

To forward to the same remote location:

- ☞ Press the Remote Call Forward button **CTRAN** and the lamp will be solid red

To forward via DIRECT INWARD SYSTEM ACCESS (DISA):

- ☞ Refer to section seven for use of the DISA feature
- ☞ Wait for the intercom dial tone
- ☞ Dial the Remote Call Forwarding code **538**
- ☞ Dial *****
- ☞ Dial the Remote Call Forwarding group code **1-4**
- ☞ Dial *****
- ☞ Dial the outside phone number
- ☞ Dial **#**
- ☞ Wait for a confirmation tone
- ☞ Hang up

To cancel via DIRECT INWARD SYSTEM ACCESS (DISA):

- ☞ Refer to section seven for use of the DISA feature
- ☞ Wait for the intercom dial tone
- ☞ Dial the Remote Call Forwarding code **538**
- ☞ Dial *****
- ☞ Dial the Remote Call Forwarding group code **1-4**
- ☞ Dial ***#***
- ☞ Wait for a confirmation tone
- ☞ Hang up

REMOTE RELAY CONTROL

Allows you to activate/control a remote device. For example, a door opener or a monitor camera.

Operation

- ☞ Press the Remote Relay Control button **REMOTE**
- ☞ Enter the relay number 1 to 8. Note: This feature only works with relays number 1 to 8.

RING MUTING

Allows you to turn the ringer, microphone, and speaker off at your phone. Ring Muting is recommended instead of Do Not Disturb when the Call Coverage feature is installed.

Operation

To turn the ringer off:

- ☞ Press the Silent button **SILENT** and the lamp for that button will be solid red

To turn the ringer on:

- ☞ Press the Silent button **SILENT** and the lamp for that button will be off

SAVE NUMBER REDIAL

Allows you to save a number that you dialed when you receive either a busy signal or no answer. The memory for this feature is shared with Memo Dial.

Operation

While making a call:

- ☞ Press the Feature button **FEAT** then dial **21**

Or

- ☞ Press the Save Number Redial button **SAVE** if assigned as a Multipurpose button

You will hear a confirmation tone.

To make a Save Number Redial call:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **21**

Or

- ☞ Press the Save Number Redial button **SAVE** if assigned as a Multipurpose button

SHIFT CALL

Allows you to initiate a new intercom call without having to hang up if the called extension does not answer or if there was a dialing mistake. This differs from Clear Call by allowing you to dial the last digit of an extension number to reach the next extension.

Operation

When you make an intercom call, but the called extension cannot be reached, and you wish to reach the next extension number:

- ☞ Do not hang up
- ☞ Dial the last digit of the next desired extension number

SPEED DIAL

Allows you to have abbreviated outside number dialing.

SYSTEM SPEED DIAL

Allows you to have access to frequently dialed outside numbers that are common to everyone in the office. The numbers may be 32 digits in length and may include the insertion of a pause. There may be 900 System Speed Dial Numbers.

PERSONAL SPEED DIAL

Allows you to program up to 10 frequently dialed outside numbers for either one-touch or abbreviated dialing. The numbers may be 32 digits in length and may include the insertion of a pause.

PERSONAL SPEED DIAL REGISTRATION

Operation

To register Personal Speed Dial numbers:

- ☞ Press the Feature button **FEAT**
- ☞ Press the Speed Dial button **SPEED**
- ☞ Dial the desired Personal Speed Dial Code **9 0 - 9 9**
- ☞ Dial the phone number
- ☞ Press the Feature button **FEAT** to end the operation

To register several Speed Dial numbers:

After entering a phone number:

- ☞ Press the Speed button **SPEED**
- ☞ Dial the next Speed Dial Code **90-99**
- ☞ Repeat the same procedure

To register a pause time:

When registering the telephone number, at the place where you want to insert a pause:

- ☞ Press the Hold button **HOLD/DND**
- ☞ Dial **1-9** for desired pause time in seconds

Note: Pause may not be used on ISDN PRI or ISDN BRI lines.

To register a Short Flash:

When registering the telephone number, at the place where you want to insert a Short Flash:

- ☞ Press the Flash button **FLASH**

Note: Short Flash may not be used on ISDN PRI or ISDN BRI lines.

To register an outside line group to be selected for Speed Dialing:

- ☞ Press the Feature button **FEAT**
- ☞ Press the Speed button **SPEED**
- ☞ Dial **#**
- ☞ Dial the desired Personal Speed Dial Code **90-99**
- ☞ Dial the desired outside line group number **01-60** or **00**
- ☞ Press the Feature button **FEAT** to end the operation

To register several outside line groups:

After entering an outside line group:

- ☞ Press the Speed button **SPEED**
- ☞ Dial **#**
- ☞ Dial the next Speed Dial Code number **90-99**
- ☞ Repeat the same procedure

To register a directory name for a Speed Dial Number:

- ☞ Press the Feature button **FEAT**
- ☞ Press the Speed button **SPEED**
- ☞ Dial *****
- ☞ Dial the desired Personal Speed Dial Code **90-99**
- ☞ Register the letters of the name using the dial pad

- ☞ Press the button until the desired letter is displayed
- ☞ Press the Hold button to enter that letter or number

The name may be 10 characters.

If you make a mistake, press the Hold button to back space to the desired position.

The numbers on the dial pad represent the following for name registration:

☐1	-,.,(space),1	☐2	A,B,C,2	☐3	D,E,F,3
☐4	G,H,I,4	☐5	J,K,L,5	☐6	M,N,O,6
☐7	P,R,S,7	☐8	T,U,V,8	☐9	W,X,Y,9
☐*	Alphanumeric	☐0	Q,Z,0	☐#	Upper/lower case

- ☞ Press the Feature button **FEAT** to end the operation

To register several directory names:

After entering a name:

- ☞ Press the Speed button **SPEED**
- ☞ Dial ☐*
- ☞ Dial the next Speed Dial Code number ☐9☐0-☐9☐9
- ☞ Repeat the same procedure

TO SPEED DIAL A NUMBER

To Speed Dial a registered number, perform one of the following operations:

Operation

Outside Line Pre-Select (you select the outside line):

- ☞ Lift the receiver
- ☞ Press the button for an outside line
- ☞ Wait for the dial tone
- ☞ Press the Speed button **SPEED**
- ☞ Dial Speed Dial Code

The system will automatically dial the registered number.

Quick Dial (the system selects the outside line):

- ☞ Lift the receiver
- ☞ Press the Speed button **SPEED**
- ☞ Dial Speed Dial Code

The system will automatically dial the registered number.
This operation will not work unless you register the outside line group number.

Speed Dial Display Scrolling:

If your phone is equipped with a display you may display the Speed Dial Numbers that are registered in both Personal and System Speed Dial. If a name is associated with this number it will also appear.

To display a number:

- ☞ Press the Speed Dial button **SPEED**
- ☞ Dial
- ☞ Dial a Speed Dial code

To scroll up:

- ☞ Dial

To scroll down:

- ☞ Dial

To dial displayed number:

- ☞ Press the Speed Dial button **SPEED**

STATION COACHING

Station Coaching includes two actions: Monitoring and whisper paging (hereafter called 'whisper monitor'). A digital key telephone is able to whisper monitor a digital key telephone after invoking the Monitor feature. The Monitoring station can whisper monitor other stations while on an outside call or an intercom call and press the **□** key to speak to the monitored station without the calling station hearing.

Operation

To use the Station Coaching feature while monitoring an outside call or an intercom call:

- ☞ Press the **□** key

(The monitoring station is now able to speak with the monitored station without the calling station hearing.)

To return to call monitoring while using the Station Coaching feature:

- ☞ Press the **□** key

(The monitoring station returns to a monitoring state and cannot speak to the monitored call.)

To barge-in while monitoring a station on an outside call or an intercom call:

- ☞ Press the **ADD** key

(The monitoring station is now part of the conversation.)

To barge-in while whisper monitoring a station on an outside call or an intercom call:

- ☞ Press the * key
- ☞ Press the **ADD** key.

(The monitoring station is now part of the conversation.)

STATION EXTERNAL RINGER CONNECTION

Allows for the connection of an external ringer through an IX-LRSP to provide loud ringing on incoming calls.

Operation

- ☞ None

STATION RESTRICTION PASSWORD

You may enter a personalized password to prevent anyone from using your phone when you are not present. The password must be programmed through system programming and may be six digits in length.

Operation

To restrict your phone:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **44**

Or

- ☞ Press the Lock button **LOCK** if assigned as a Multipurpose button
- ☞ Dial the password
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To cancel restriction at your phone:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **044**

Or

- ☞ Press the Lock button **LOCK** if assigned as a Multipurpose button
- ☞ Dial the password
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

SYSTEM ANNOUNCEMENT MESSAGE

Allows you to listen to a prerecorded message left on the Message Card.

Operation

To play the System Announcement Message:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the feature button **FEAT** then dial **45**

Or

- ☞ Press the System Announcement Message button **VSSP** if assigned as a Multipurpose button

TEXT MESSAGING

Allows you to send text messages to the display of another system extension.

SYSTEM TEXT MESSAGES

Allows you to have access to frequently used messages that are common to everyone in the office. The messages may be 16 characters in length. A maximum of 90 may be stored in system memory.

STATION TEXT MESSAGES

Allows you to program up to 10 frequently used messages for either one-touch or abbreviated access. The messages may be 16 characters in length.

STATION TEXT MESSAGE REGISTRATION

Operation

To register Station Text Messages:

- ☞ Press the Feature button **FEAT**
- ☞ Press the Text Message multipurpose button **TXT MSG**
- ☞ Dial the desired Personal Text Message Code **[9][0]-[9][9]**
- ☞ Enter the desired message contents up to 16 characters in length. Use the following keys on your telephone for text message data entry:

Press	1	2	3	4	5	6	7	8	9	0	HOLD	#
1X	-	A	D	G	J	M	P	T	W	Q	write character	lower case
2X	.	B	E	H	K	N	R	U	X	Z	cancel character	upper case
3X	sp	C	F	I	L	O	S	V	Y	&		
4X	1	2	3	4	5	6	7	8	9	0		

- ☞ Press the Feature button **FEAT** to end the operation

To register several Text Messages:

After entering a text message:

- ☞ Press the Text Message multipurpose button **TXT MSG**
- ☞ Dial the next Personal Text Message Code **[9][0]-[9][9]**
- ☞ Repeat the same procedure as above

TO SEND A TEXT MESSAGE

To send a registered text message, perform one of the following operations:

Busy Bypass Text Message Operation

To select and send a busy bypass text message to another system extension:

- ☞ While calling a busy or idle extension
- ☞ Press **TXT MSG**
- ☞ Enter the desired text message number **00-99**, or press **TXT MSGn**.

To respond to a busy bypass text message while on a call:

- ☞ While on a call with a busy bypass text message on your display
- ☞ Press **TXT MSG** + *****
- ☞ Enter the desired text message number **00-99**, or press **TXT MSGn**.
- ☞ Press **TXT MSG**

To delete a busy bypass text message from your display:

- ☞ While a text message is on your display
- ☞ Press **TXT MSG** + **#** + *****

Manual Signaling Text Message Operation

To select and send a manual signaling text message to another system extension:

- ☞ Lift the receiver
- ☞ Press **TXT MSG**
- ☞ Enter the desired text message number **00-99**, or press **TXT MSGn**.
- ☞ Enter the desired extension number, or press **DSS** or **CCV**.

Group Text Message Operation

To select and send a text message to a text message group:

- ☞ Lift the receiver
- ☞ Press **TXT MSG**
- ☞ Enter the desired text message number **00-99**, or press **TXT MSGn**.
- ☞ Press the **MSGGPn** Text Message Group key.

Stored Text Message Operation

To select and send a stored text message to another system extension:

- ☞ While calling a busy or idle extension
- ☞ Press **TXT MSG**
- ☞ Enter the desired text message number **00-99**, or press **TXT MSGn**.
- ☞ Press **#**

To display a stored text message:

- ☞ With you **TXT MSG** key red LED lit
- ☞ Press **TXT MSG + #** to display a stored text message

To responded to a stored text message by calling the originating extension:

- ☞ With you **TXT MSG** key red LED lit
- ☞ Press **TXT MSG + #** to display a stored text message
- ☞ Press **#** a second time to call the station that sent the text message.

Scrolling and Selecting Text Messages

To scroll through the available system text messages:

- ☞ Lift the receiver.
- ☞ Press [TXT MSG] + [*]
- ☞ Select a text message number **00-99**
- ☞ With a message displayed press **#** to scroll forward and ***** to scroll backward.

TIME REMINDER

Allows you to be reminded that it is a certain time. You are reminded by hearing tones that are generated from the phone's speaker. If your phone has a display the word Reminder will also appear. The time must be entered in military time.

Operation

To set the time:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **4 1**

Or

- ☞ Press the Time Reminder button **TM REMD**
- ☞ Dial the time in military time **H H : M M**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To cancel:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **0 4 1**

Or

- ☞ Press the Time Reminder button **TM REMD** then dial *****
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

TONE/VOICE CALLING

The calling mode for intercom calls may be switched between voice and tone signaling. ADIX APS may be programmed to allow either the calling party or the called party to have control of the signaling mode.

Operation

Calling party control:

- ☞ Dial intercom extension number
- ☞ Dial **#**

Called party control:

- ☞ Press the Feature button **FEAT** then dial **6 5**
- Or***
- ☞ Press the Tone button **V/T** if assigned as a Multipurpose button and the lamp will be solid red

TRANSFER TO GUEST MAILBOX

Transfer to Guest Mailbox allows access to mailboxes that are not associated with specific ADIX APS extensions.

Operation

To access a Guest Mailbox from a ADIX APS or ZT-D/S KT, SATT, ATT, VT, or SLT:

- ☞ Press **ICM** + either the **VOICE MAILBOX ACCESS** key or *mailbox access code*.
- ☞ Enter the mailbox number.
- ☞ Press **CONNECT** or go on-hook to connect

TRANSFER OFF-PREMISE

Transfer Off-Premise allows any user to transfer a call to an outside party by using the TRAN key followed by a trunk group access code.

Operation

While speaking on an outside line call:

- ☞ Press **TRAN** and wait for transfer tone
- ☞ Press **FLT, CO** or dial a CO group access code
- ☞ Dial the external phone number.
- ☞ Wait for the external party to answer
- ☞ Hang up or press **CONNECT** to complete the transfer.
- ☞ If the external party does not answer press **TRAN** to retrieve the original call from hold

UNANSWERED INCOMING OUTSIDE LINE WARNING TONE

After a programmable time, incoming calls will ring with a different tone to warn you that your call is now in the delayed ringing mode at another extension.

Operation

- ☞ None

UNIVERSAL NIGHT ANSWER

Allows you to answer calls that have been switched to ring at the Night Mode location.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **36**

Or

- ☞ Press the Universal Night Answer button **UNA** if assigned as a Multipurpose button

VOICE MAIL MESSAGE

ADIX APS easily integrates with many manufacturers' voice mail machines. In Addition, Iwatsu designed Omega-Voice VMI specifically for ADIX APS systems. As an ADIX APS user you will be able to transfer and forward both internal and external calls directly to a mailbox and be notified by a special voice mail message waiting indication (a red flashing lamp on the MSG key and MBOX key) when there are messages present in your mailbox.

Operation

To transfer a call to a mailbox using the **MBOX** button:

- ☞ Press the Transfer button **TRAN**
- ☞ Wait for the dial tone
- ☞ Press the **MBOX** button (of the mailbox you wish to transfer) if assigned as a Multipurpose button

To transfer a call to a mailbox:

- ☞ Press the Transfer button **TRAN**
- ☞ Wait for the dial tone
- ☞ Dial the Mailbox access code
- ☞ Dial the desired extension number or press the button representing the desired extension if assigned as a Multipurpose button

Or

- ☞ Press the Mailbox button **MAILBOX** if assigned as a Multipurpose button
- ☞ Dial the desired extension number or press the button representing the desired extension if assigned as a Multipurpose button

To forward your calls to your mailbox:

- ☞ Lift the receiver (handset) or press **SPKR**
- ☞ Press **FWD**
- ☞ Enter the Call Type you wish to forward
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Enter the Flexible Call Forward Mode
 - 1 = All calls to another extension or hunt group
 - 2 = Busy/No Answer calls to voice mail
 - 3 = No Answer calls to voice mail
- ☞ Dial the Mailbox access code
- ☞ Wait for a confirmation tone
- ☞ Hang up

To retrieve a message from your mailbox using the Message button:

When the Message button **MSG** lamp is flashing red:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Message button
- ☞ Dial **#**

To retrieve a message from your mailbox using the **MBOX** button:

While the MBOX button lamp is flashing red:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the **MBOX** button
- ☞ Enter the mailbox pass code

The system will automatically call your voice mail mailbox.

VOICE MAIL MONITOR (ANSWERING MACHINE EMULATION)

Station users may monitor voice mail messages as they are recorded. During recording monitor, the station user may select to initiate a conversation with the caller. You may also activate or deactivate this feature from your extension.

Operation

To initiate Voice Mail Monitoring:

- ☞ After the call is answered by voice mail at an idle station:
- ☞ You will hear a Monitor Tone
- ☞ Press the Voice Mail Monitor button **VMMNT**
- ☞ The Voice Mail Monitor button **VMMNT** red LED will begin to flash
- ☞ When the Voice Mail Monitor button **VMMNT** green LED lights, you will hear the caller's message as it is recorded.

To cancel Voice Mail Monitoring:

- ☞ Hang up or press **SPKR**
- ☞ The Voice Mail Monitor button **VMMNT** red LED will begin to flash
- ☞ The voice mail message will be saved.

To begin a conversation with the caller during monitor (additional programming required):

- ☞ While listening to the caller record a message
- ☞ Press the Voice Mail Monitor button **VMMNT**
- ☞ The Voice Mail Monitor button **VMMNT** green LED will turn off
- ☞ Begin speaking with the caller.
- ☞ The voice mail message will be deleted.

To Activate /Deactivate or change the voice mail monitor mode:

- ☞ While your station is idle press **SPKR**
- ☞ Press **FEAT** and the Voice Mail Monitor button **VMMNT**
- ☞ Press **1** to deactivate/activate Voice Mail Monitoring
- ☞ Press **2** to set the mode as Manual
- ☞ Press **3** to set the mode as Automatic.

WHISPER PAGE

The Whisper Page feature allows ADIX APS station users to communicate with busy extensions without requiring the IX-BPAD Busy Bypass Unit. This feature is available from any ADIX APS digital key telephone, SLT, or Attendant station. When a busy station is called using the Whisper Page feature, the busy station will hear the voice announcement via the handset receiver. Neither the whisper page, or the busy station's response is audible to the outside calling party.

You may also use the Text Message feature to respond to a Whisper Page.

Operation

To Whisper Page a busy station:

- ☞ After calling a busy station and receiving busy tone
- ☞ Press [*]

To communicate with a station that whisper paged your extension:

- ☞ After receiving a whisper page
- ☞ Press [*]
- ☞ You may now communicate with the station that sent you the whisper page. The other calling party cannot hear your conversation
- ☞ To resume speaking with the original caller, press [*] a second time.

To send a Whisper Page during consultation hold

- ☞ During consultation hold press * and announce the call
- ☞ If the busy station wishes to take the call, hang up to camp-on the call

To select and send a text message to the originating Whisper Page station:

- ☞ After you receive a whisper page, press the Text Message button **TEXT MSG** + *text message number (00 – 99)*, or the Preprogrammed Text Message button **TEXT MSGn**

For more information on Text Messaging, see *Text Messaging* in this section.

WHISPER MONITOR

Station Coaching consists of two parts: Call Monitoring and Whisper Monitor. See Station Coaching on page 95 for additional information on Call Monitoring, Whisper Monitoring or Station Coaching.

Section 4 – Attendant Position User Guide

ADIX APS

ATTENDANT POSITION

The Attendant Position consists of a Digital Multi-line Display Telephone and a Direct Station Selection (DSS) Unit. Two types of DSS Units may be used at the Attendant Position. Each Attendant Position may have a maximum of four DSS Units. The maximum number of DSS Units and Attendant Consoles that may be used in an ADIX APS system is eight.

IX-DSS-3

The IX-DSS-3 has 50 keys to provide one-touch access and status indication for the system extensions. In addition, there are 20 keys that may be programmed for specific attendant features. This DSS Unit also has a 40-character liquid crystal display to assist in call processing.



IX-DSS-3. Available in black an white

IX-DSS-A-2 / IX-DSS-A (DISCONTINUED)

The IX-DSS-A-2 has 50 keys to provide one-touch access and status indication for the system extensions. In addition, there are 20 keys that may be programmed for specific attendant features. This DSS Unit also has a 40-character liquid crystal display to assist in call processing.



IX-24KTD-2 with IX-DSS-A-2. Available in black (not shown), gray (Discontinued) and ash (Discontinued)

IX-DSS-B (DISCONTINUED)

The IX-DSS-B has 50 keys to provide one-touch access and status indication for the system extensions.

A DSS Unit can provide status indication for 100 system extensions. This is accomplished by programming two extensions to each of the 50 keys on the DSS. The attendant may alternate between the two groups of extensions by pressing the button representing the desired group.

The keys on the DSS Units have lamps that light in two colors, red and green. The lamp indications are as follows:

Red flashing lamp:	The extension is in either the Do Not Disturb, Call Forward, Absence Message, Station Forced Release or Station Lock mode.
Solid red lamp:	The extension is busy.
Green flashing lamp:	The extension has the Message Waiting lamp lit.
Solid green lamp:	The extension is talking with the attendant.

The Attendant Position has all the capabilities described in the Digital Telephone User's Guide.

BASIC FEATURES

MAKING A 911 SUPPORT CALL

Operation

From an outside or inside line:

- ☞ Dial 911

You will be connected to your local Public Safety Answering Point (PSAP).

RECEIVING AN INCOMING CALL

There are two ways you may answer incoming calls; either with the receiver in the cradle or with the receiver not in the cradle.

Operation

To answer calls with the receiver in the cradle:

When your phone rings and the outside line button(s) flash red:

- ☞ Lift the receiver and you will be connected to the outside caller

To answer calls with the receiver not in the cradle:

When your phone rings and the outside line button(s) flash:

- ☞ Lift the receiver
- ☞ Press the Answer button **ANS** and you will be connected to the outside caller

The outside line button will flash green.

TRANSFERRING A CALL TO ANOTHER EXTENSION

There are two ways you may transfer calls; either using the Transfer button or using the Direct Station Selection Unit.

Operation

Using the Transfer button:

- ☞ Press the Transfer button **TRAN** and the lamp will flash red
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number
- ☞ Announce the call
- ☞ Hang up

Or

- ☞ Press the Connect button **CNCT**

Using the Direct Station Selection Unit:

- ☞ Press the button on the Direct Station Selection Unit representing the desired extension
- ☞ Announce the call
- ☞ Hang up

Or

- ☞ Press the Connect button **CNCT**

INFORMING A BUSY EXTENSION USER THAT THE ATTENDANT HAS A SECOND CALL WAITING FOR THEM

Operation

When transferring a call to a busy extension:

- ☞ Hang up

Or

- ☞ Press the Connect button **CNCT**

The extension user will hear a beep (camp-on) tone to inform them of the second call. If the extension user does not respond to the beep tone the call will return to the Attendant Position.

DISCONNECTING OR RELEASING A CALL

Operation

☞ Hang up

Or

☞ Press the Release button **RLS**

When transferring an outside call to an extension, pressing the Release button **RLS** returns you to the outside caller.

MAKING AN INTERCOM GROUP CALL

Operation

☞ Dial the Intercom Group access number.

MAKING AN E-RESPONSE HELP CALL

Operation

☞ Lift the receiver or press [**SPKR**] and remain off hook for a duration that exceeds the amount of time programmed in the system..

Or

☞ Lift the receiver and begin dialing. Between digits stop dialing for more than 10 seconds.

Or

☞ Dial the E-Response Group access number at Intercom dial tone.

RECEIVING AN INTERCOM CALL

Internal or intercom calls will flash the lamp on the Operator button **OPER** at the Attendant Position.

Operation

To answer intercom calls with the receiver in the cradle:

☞ Lift the receiver

To answer intercom calls with the receiver not in the cradle:

☞ Lift the receiver

☞ Press the red flashing Operator button **OPER**

PUTTING A CALL ON HOLD

Operation

To put a call on Hold:

- ☞ Press the Hold button **HOLD/DND** and the lamp will intermittently flash green on the outside line button

PICKING UP A CALL ON HOLD

Operation

To retrieve a call on Hold:

- ☞ Press the green intermittently flashing button representing the call that you wish to speak with

PUTTING A CALL ON CALL PARK

When you cannot locate an extension user you may page the desired individual. This feature allows the outside call to be automatically placed on Call Park when the Page button is depressed. The display on the DSS will show which park number the call has been placed on to allow the attendant to announce where the call is parked.

Operation

When speaking to an outside party:

- ☞ Press and hold the Page button **PAGE** and the lamp will flash red
- ☞ Make an announcement stating which park number the call is on
- ☞ Release the page button **PAGE** to disconnect the paging circuit

ANSWERING A CALL THAT RETURNS TO THE ATTENDANT POSITION

Calls that were transferred and not answered, on Hold or Call Park too long, will ring and light the lamp on the Recall button **RECALL** at the Attendant Position.

Operation

To answer a call that returns to the Attendant Position:

- ☞ Lift the receiver
- ☞ Press the red flashing Recall button **RECALL**

MAKING AN OUTGOING CALL

Operation

- ☞ Lift the receiver
- ☞ Press the desired outside line and the lamp will flash green
- ☞ Wait for the dial tone
- ☞ Dial the desired phone number

MAKING AN INTERCOM CALL

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number

Or

- ☞ Press the designated button for the desired extension number on the Direct Station Selection Unit

MAKING A PAGE ANNOUNCEMENT

Operation

- ☞ Lift the receiver
- ☞ Press and hold the Page button **PAGE** and the lamp will flash red
- ☞ Wait for the Page tone
- ☞ Make an announcement
- ☞ Release the Page button **PAGE** to disconnect the paging circuit

ADVANCED FEATURES

911 CALL INDICATION

When a system extension dials 911, the extension number of the station calling 911 will be displayed on the LCD of the attendant station. If E911 Routing is not successful, a “FAIL” indication will be displayed on the LCD. The alarm tone will sound at the attendant position when LCD indication is made. In order to clear the display, the Attendant must press a 911 Display Clear Key programmed on the extension.

Operation

To clear the display of the Enhanced 911 LCD Indication.

- ☞ Press [E911 Display Clear] key.

ALARM CLEAR

Allows you to clear alarm indication(s).

Operation

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT**
- ☞ Dial **#7**
- ☞ Press the Speaker button **SPKR**

ATTENDANT AUTOMATIC HOLD

Allows you to place your current conversation on Hold automatically by pressing a button representing a new call to be answered.

Operation

To place a call on Hold without using the Hold button **HOLD/DND**:

- ☞ Press the button representing the new call

ATTENDANT OVERRIDE

Allows you to notify an extension user that is in Do Not Disturb that you wish to speak with them. The extension user is notified by tones through the speaker of a Digital Telephone and the ringing of a Single Line Telephone.

Operation

When calling an extension that is in Do Not Disturb:

- ☞ Do not hang up
- ☞ Press the Override button **OVER**
- ☞ Wait for a reply

AUTOMATIC ANSWER MODE

Allows you to direct outside calls to be answered by a prerecorded message. There are two answering modes for this feature. For example, this feature can be used to inform outside callers that the office is closed for the day. This feature requires the use of the Message Card. A programming option may be enabled to allow ADIX APS to automatically switch to the Automatic Answer Mode at a certain time. You must manually switch the system to the normal mode.

Operation

To turn Automatic Answer Mode on:

- ☞ Press the Automatic Answer Mode button **AUTO** and the lamp for that button will be flashing red for Mode 1 (Day Mode)
- ☞ Press the Automatic Answer Mode button **AUTO** a second time and the lamp for that button will be solid red for Mode 2 (Night Mode)

To turn Automatic Answer Mode off:

- ☞ Press the Automatic Answer Mode button **AUTO** until the lamp for that button is off

ABANDONED/ ALL CALL

Allows you to delete all stored call records from system memory.

Operation

- ☞ Press the Speaker button **SPKR**
- ☞ Press the Call Storage Delete button **UAD**
- ☞ Enter your station password
- ☞ Wait for confirmation tone
- ☞ Press the Speaker button **SPKR**

CALL INTERCEPT

This programming option allows outside calls to be directed to ring at the Attendant Position if they go unanswered, if they are transferred to a non-existent extension or if they reach an extension in the Do Not Disturb mode. These calls will ring and light the lamp on the Recall button **RECALL** at the Attendant Position.

Operation

☞ None

CALL SWAP

Allows you to alternate between the outside calling party (the source) and the requested extension user (the destination) during the process of transferring a call without having to use the Hold button **HOLD/DND**.

Operation

To alternate between the Source and the Destination:

☞ Press the Swap button **SWAP** or **SPLIT** if assigned and the button will flash red

Or

☞ Press the red flashing Source button **SOURCE** to speak with the outside call or press the red flashing Destination button **DEST** to speak with the extension if assigned as buttons

The Attendant Position may be programmed to have either a Swap button or Source and Destination buttons, but not both.

CLOCK SET/ADJUSTMENT

Allows you to change the time for the system clock.

Operation

To change the time:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **64**

Or

- ☞ Press the Clock button **CLOCK** if assigned as a button
- ☞ Dial the time in military time **H H : M M**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To adjust seconds to zero:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **64**

Or

- ☞ Press the Clock button **CLOCK** if assigned as a button
- ☞ Dial ***** to adjust seconds to zero
- ☞ Dial ***** again to start the clock with zero seconds
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

If the seconds shown on the DSS are less than 30, the minutes digit will remain the same. If the seconds shown on the DSS are greater than 30, the minutes digit will advance one digit.

DIRECT STATION SELECTION

Allows you to have one-touch access to call extensions. This is accomplished by providing a Direct Station Selection (DSS) Unit which has 50 buttons to represent extensions.

Operation

When you wish to call an extension:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the Direct Station Selection button for the desired extension

DSS SCREEN CONTROL

Each DSS button can be programmed to represent two extensions, doubling the number of extensions represented on the DSS from 50 to 100. You may alternate from one group of extensions the other.

Operation

To alternate from the first group of extensions to the second group:

- ☞ Press the appropriate Screen button either **SCRN 1** or **SCRN 2** and the lamp for the desired Screen will be solid red

FLEXIBLE NIGHT ANSWER

Allows you to program individual outside lines or line groups to ring at the Night Mode or Day Mode location independently of the mode the system is currently in.

Operation

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Flexible Night Answer button **G.NIGHT**
- ☞ Dial the outside line group or line number
- ☞ Dial **1** for Day Mode

Or

- ☞ Dial **2** for Night Mode
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

INCOMING CALL TERMINATION

Outside lines may be programmed to appear individually on Multi-purpose buttons or they may be grouped together to appear on one or several Multi-purpose buttons.

Operation

- ☞ None

MESSAGE WAITING CONTROL

Allows you to inform an extension user that there is a message waiting for them by lighting a Message Waiting Lamp on their phone. This operation allows you to send a message without having the desired extension ring.

Operation

To turn Message Waiting on:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Message Waiting Control button **MSG CTRL**
- ☞ Dial the desired extension number
- ☞ Press the Connect button **CNCT** to leave a message
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To cancel Message Waiting:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Message Waiting Control button **MSG CTRL**
- ☞ Dial the desired extension number
- ☞ Press the Release button **RLS** to cancel a message
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

NIGHT MODE

Allows you to change the ringing termination point for outside lines. This alternate point might be a loud bell, a phone or a group of phones. A programming option may be enabled to allow ADIX APS to automatically switch to the Night Mode at a certain time; however, you must manually switch the system back to the normal mode.

Operation

To place the system in Night Mode operation:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Night Mode button **NIGHT** and the lamp for that button will be solid red
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To disable Night Mode operation:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Night Mode button **NIGHT** and the lamp for that button will be off
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

OPERATOR PRIORITY

The system operator has the ability to override any ringing or voice announce intercom call or paging call. This occurs when calls are made simultaneously, or another party other than the operator makes the call first.

OVERFLOW TRANSFER

Allows you to limit the number of calls waiting to be answered at the Attendant Position. Once the maximum number of calls is reached, all additional calls will automatically forward to another location.

Operation

To register the Overflow Transfer position:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT**
- ☞ Press the Override button **OVER**
- ☞ Dial the extension number
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To set the maximum number of calls:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT**
- ☞ Press the Override button **OVER**
- ☞ Dial **#**
- ☞ Dial the number of calls you wish to have waiting with two digits
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

RING MUTING

Allows you to turn the ringer off at the Attendant Position.

Operation

To turn the ringer off:

- ☞ Press the Silent button **SILENT** and the lamp for that button will be solid red

To turn the ringer on:

- ☞ Press the Silent button **SILENT** and the lamp for that button will be off

SERIAL CALL

Allows you to have outside calls return to you after the extension the call was transferred to hangs up. This is very useful when an outside party wants to talk to more than one internal party.

Operation

When someone calls and desires to speak with more than one person:

- ☞ Press the Transfer button **TRAN**
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number
- ☞ Press the Serial Call button **SERIAL** instead of the Connect button **CNCT**

The outside call will return to the attendant position and flash on the Recall button **RECALL** after the extension the call was transferred to hangs up.

STATION CALL FORWARD/DO NOT DISTURB RELEASE

Allows you to cancel Call Forward and Do Not Disturb settings on other extensions in the system.

Operation

To release Station Call Forwarding and Do Not Disturb:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Forced Release button **FRLS**
- ☞ Dial **3**
- ☞ Dial the desired extension number
- ☞ Press the Release button **RLS**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

STATION CLASS RESTRICTION CHANGE

ADIX APS may be programmed to allow different outside calling restrictions to be set based on Day and Night Mode system operation. Station Class Restriction Change allows you to instruct ADIX APS that an extension or group of extensions are to always operate in either the Day or Night Mode restriction pattern during Day Mode operation.

Operation

To change an extension:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Station Class Restriction Change button **CLASS**
- ☞ Dial the desired extension number
- ☞ Dial **1** for the Day Mode

Or

- ☞ Dial **2** for the Night Mode
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To change a group of extensions:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Station Class Restriction Change button **CLASS**
- ☞ Dial *****
- ☞ Dial the desired extension group number **01-60**
- ☞ Dial **1** for the Day Mode

Or

- ☞ Dial **2** for the Night Mode
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

STATION FORCED RELEASE

Allows you to remove an extension from service.

Operation

To remove an extension from service:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Forced Release button **FRLS**
- ☞ Dial **1**
- ☞ Dial the desired extension number
- ☞ Press the Release button **RLS**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To put an extension back in service:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Forced Release button **FRLS**
- ☞ Dial **1**
- ☞ Dial the desired extension number
- ☞ Press the Connect button **CNCT**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

STATION LOCK

Allows you to prevent an extension from having access to outside lines.

Operation

To prevent an extension from making outside calls:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **44**

Or

- ☞ Press the Station Lock button **LOCK** if assigned as a button
- ☞ Dial **#**
- ☞ Dial the extension number
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To cancel Station Lock:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Feature button **FEAT** then dial **044**

Or

- ☞ Press the Station Lock button **LOCK** if assigned as a button
- ☞ Dial **#**
- ☞ Dial the extension number
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

SYSTEM ANNOUNCEMENT RECORDING

If your ADIX APS system is equipped with an IX-CMSG or IX-CMSG-1 card you may make customized recordings to be played to outside callers. The total recording time is 120 seconds with the IX-CMSG card and 330 seconds with the IX-CMSG-1 card. Message number 01 is reserved for the System Announcement recording.

Operation

To record a customized message:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the System Announcement Recording button **VSSR**
- ☞ Dial the message number for your new message
- ☞ Make your announcement through the receiver
- ☞ Dial to end the recording
- ☞ Hang up

To erase a customized message:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the System Announcement Recording button **VSSR**
- ☞ Dial
- ☞ Dial the message number for the message to be erased
- ☞ Hang up

To listen to a customized message:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the System Announcement Recording button **VSSR**
- ☞ Dial
- ☞ Dial the message number for the message to be played

To listen to all customized messages:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the System Announcement Recording button **VSSR**
- ☞ Dial

To listen to all prerecorded messages:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Press the System Announcement Recording button **VSSR**
- ☞ Dial **#** *****

SYSTEM SPEED DIAL REGISTRATION

You have the ability to register (program) the 900 System Speed Dial numbers. The numbers may be 32 digits in length and may include the insertion of a pause.

Operation

Follow the same procedure as Station Speed Dial for the Digital Multi-line Telephone. To register the system numbers dial the System Speed Dial codes ranging from **00-89** or **000-899** to represent the outside phone numbers.

SYSTEM TEXT MESSAGE REGISTRATION

If your telephone or DSS is programmed with a Text Message button, you have the ability to register (program) the 90 System Text Messages. The messages may be 16 characters in length.

Operation

- ☞ Press the Feature button **FEAT**
- ☞ Press the Text Message button **TXT MSG**
- ☞ Dial the desired System Text Message Code **00-89**
- ☞ Enter the desired message contents up to 16 characters in length. Use the following keys on your telephone for text message data entry:

Press	1	2	3	4	5	6	7	8	9	0	HOLD	#
1X	-	A	D	G	J	M	P	T	W	Q	write character	lower case
2X	.	B	E	H	K	N	R	U	X	Z	cancel character	upper case
3X	sp	C	F	I	L	O	S	V	Y	&		
4X	1	2	3	4	5	6	7	8	9	0		

- ☞ Press the Feature button **FEAT** to end the operation

To register several Text Messages:

After entering a text message:

- ☞ Press the Text Message button **TXT MSG**
- ☞ Dial the next System Text Message Code **00-89**
- ☞ Repeat the same procedure as above

THROUGH DIALING

Allows you to make an outside call for an extension that is toll restricted.

Operation

When an extension user asks to make an outside call, while you are speaking to the extension:

- ☞ Press the Hold button **HOLD/DND**
- ☞ Press an outside line button
- ☞ Wait for the dial tone
- ☞ Dial the desired phone number
- ☞ Press the Connect button **CNCT**

TRUNK ACCESS CONTROL

Allows you to change the outside lines or line groups that extensions can access.

Operation

To restrict outside line access:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Trunk Access Control button **TAC**
- ☞ Dial
- ☞ Dial the outside line group number

Or

- ☞ Dial the outside line number
- ☞ Press the Release button **RLS**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To allow outside line access:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Trunk Access Control button **TAC**
- ☞ Dial
- ☞ Dial the outside line group number

Or

- ☞ Dial the outside line number
- ☞ Press the Connect button **CNCT**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

TRUNK FORCED RELEASE

Allows you to remove an outside line or outside line group from service.

Operation

To remove an outside line from service:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Forced Release button **FRLS**
- ☞ Dial **2***
- ☞ Dial the outside line group number

Or

- ☞ Dial **2**
- ☞ Dial the outside line number
- ☞ Press the Release button **RLS**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To place an outside line in service:

- ☞ Press the Speaker button **SPKR**
- ☞ Press the Forced Release button **FRLS**
- ☞ Dial **2***
- ☞ Dial the outside line group number

Or

- ☞ Dial **2**
- ☞ Dial the outside line number
- ☞ Press the Connect button **CNCT**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

Section 5 – Attendant Console User Guide

ADIX APS

ATTENDANT CONSOLE

The Attendant Console (shown in Fig. 1) has been designed to provide convenience and speed for the processing of incoming calls. There are 24 Feature buttons that may be programmed for specific feature functionality or outside line termination. Eight of these 24 buttons have dual color (red and green) lamps that are usually reserved for outside line termination. These buttons are frequently referred to as Float (FLT) or Loop buttons. In addition to these buttons, there are 30 buttons that can be programmed as Direct Station Selection (DSS) buttons. DSS buttons provide one-touch access to call the system extensions.

The Handset (Receiver) or Headset may be attached to either side of the Attendant Console. If your organization has the requirement to train a new attendant, a second Handset or Headset may be attached. Each side has the option of either being in the talk or monitor mode by moving the Talk/Monitor switch.

The Attendant Console also has two Lamp indicators. One is to inform you if there is an alarm condition in the system. The other one is to inform you of the number of calls waiting to be answered, up to 12 calls.

You will also notice that the Attendant Console has buttons to adjust the Handset, Ringer and Speaker volume.

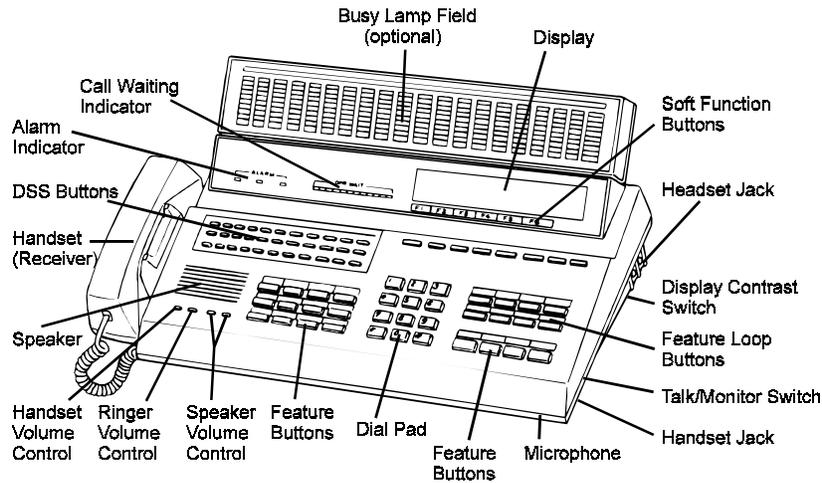
The Attendant Console has a 4-line, 40 characters per line liquid crystal display. The display provides call status information along with the date and time. There is a Display Contrast switch on the right side of the Attendant Console to compensate for different lighting conditions.

The display also provides a second function. It works in conjunction with six Soft Function buttons to enhance advanced feature operation. These Soft Function buttons have no fixed functionality. Their capabilities are interactive with the prompts (words) that appear on the display.

Pressing a Soft Function button that corresponds to a prompt on the display will result in a change of the prompts on the display.

An optional Busy Lamp Field (BLF) may be added to the Attendant Console. The Busy Lamp Field has 200 lamps to provide status indication for the system extensions and outside lines.

The Attendant Console has all the capabilities described in the Digital Telephone User's Guide. Many feature operations in the Digital Telephone User's Guide require the pressing of the Speaker button (SPKR) to start and end feature operation. The Attendant Console does not require the use of the Speaker button (SPKR) to start feature operation, but does require pressing the Release button (RLS) to end feature operation. The maximum number of DSS Units and Attendant Consoles may not exceed eight.



ATTENDANT CONSOLE (Fig. 1)

BASIC FEATURES

MAKING A 911 CALL

Operation

From an outside or inside line:

- ☞ Go off-hook.
- ☞ Dial 911

You will be connected to your local Public Safety Answering Point (PSAP).

RECEIVING AN INCOMING CALL

Operation

When the Attendant Console rings and the Float and Answer buttons flash red slowly:

Lift the receiver

- ☞ Press the Answer button **ANS**

Or

- ☞ Press the desired red flashing Float button **FLT**

You will be connected to the outside caller and the Float button **FLT** will flash green.

TRANSFERRING A CALL TO ANOTHER EXTENSION

Operation

To transfer a call to an extension:

- ☞ Dial the desired extension number
- ☞ Announce the call
- ☞ Press the Connect button **CNCT**

Or

- ☞ Press the DSS button for the desired extension
- ☞ Announce the call
- ☞ Press the Connect button **CNCT**

INFORMING A BUSY EXTENSION USER THAT THE ATTENDANT HAS A SECOND CALL WAITING FOR THEM

Operation

When transferring a call to a busy extension:

- ☞ Press the Connect button **CNCT**

The extension user will hear a beep (camp-on) tone to inform them of the second call. If the extension user does not respond to the beep tone the call will return to the console.

DISCONNECTING OR RELEASING A CALL

Operation

- ☞ Press the Release button **RLS**

When transferring an outside call to an extension, pressing the Release button **RLS** returns you to the outside caller.

MAKING AN INTERCOM GROUP CALL

Operation

- ☞ Dial the Intercom Group access number.

MAKING AN E-RESPONSE HELP CALL

Operation

- ☞ Lift the receiver or press **[SPKR]** and remain off hook for a duration that exceeds the amount of time programmed in the system.
- Or**
- ☞ Lift the receiver and begin dialing. Between digits stop dialing for more than 10 seconds.
- Or**
- ☞ Dial the E-Response Group access number at Intercom dial tone.

RECEIVING AN INTERCOM CALL

Internal or intercom calls will light the Operator button **OPER** at the Console.

Operation

To answer an intercom call:

- ☞ Lift the receiver
- ☞ Press the red flashing Operator button **OPER**

PUTTING A CALL ON HOLD

Operation

To put a call on Hold:

- ☞ Press the Hold button **HOLD**

The lamp on the button representing that call will intermittently flash green.

PICKING UP A CALL ON HOLD

Operation

To retrieve a call on Hold:

- ☞ Press the button representing the call you wish to speak with

PUTTING A CALL ON CALL PARK

When you cannot locate an extension user you may page the desired individual. This feature allows the outside call to be automatically placed in a Call Park Orbit when the Page button is depressed. The display on the Attendant Console will show the park number the call has been placed in to allow the attendant to announce where the call is parked.

Operation

When speaking to an outside party:

- ☞ Press the Page button **PAGE**
- ☞ Make an announcement stating which park number the call is in
- ☞ Press the Release button **RLS** to disconnect the paging circuit

ANSWERING A CALL THAT RETURNED TO THE ATTENDANT CONSOLE

Calls that were transferred and not answered, on Hold or Call Park too long, will ring and light the lamp on the Recall button **RECALL** on the Console.

Operation

To answer a call that returns to the Console:

- ☞ Lift the receiver
- ☞ Press the red flashing Recall button **RECALL**

MAKING AN OUTGOING CALL

Operation

- ☞ Lift the receiver
- ☞ Press the desired Float button **FLT** and the lamp will flash green
- ☞ Wait for the dial tone
- ☞ Dial the desired phone number

MAKING AN INTERCOM CALL

Operation

- ☞ Lift the receiver
- ☞ Dial the desired extension number

Or

- ☞ Press the designated DSS button for the desired extension

MAKING A PAGE ANNOUNCEMENT

Operation

- ☞ Lift the receiver
- ☞ Press the Page button **PAGE**
- ☞ Wait for the page tone
- ☞ Make an announcement
- ☞ Press the Release button **RLS** to disconnect the paging circuit

DIALING AN OUTSIDE PHONE NUMBER FOR A SYSTEM EXTENSION

Operation

- ☞ Dial the outside phone number
- ☞ Press the Hold button **HOLD**
- ☞ Dial the extension number of the person who the call is for
- ☞ Press the Connect button **CNCT**

ADVANCED FEATURES

ALARM CLEAR

Allows you to clear the alarm indication(s) on the Attendant Console.

Operation

- ☞ Press the Feature button **FEAT**
- ☞ Dial **#17**
- ☞ Press the Release button **RLS**

ATTENDANT AUTOMATIC HOLD

Allows you to place the current conversation on Hold automatically by pressing the button representing a new call to be answered.

Operation

To place a call on Hold without using the Hold button **HOLD**:

- ☞ Press the button representing the new call

ATTENDANT OVERRIDE

Allows you to notify an extension user that is in Do Not Disturb that you wish to speak with them. The extension user is notified by tones through the speaker of a Digital Telephone and the ringing of a Single Line Telephone.

Operation

When calling an extension that is in Do Not Disturb:

- ☞ Do not hang up
- ☞ Press the Override button **OVER**
- ☞ Wait for a reply

AUTOMATIC ANSWER MODE

Allows you to direct outside calls to be answered by a prerecorded message. There are two answering modes for this feature. For example, this feature can be used to inform outside callers that the office is closed for the day. This feature requires the use of the Message Card. A programming option may be enabled to allow ADIX APS to automatically switch to the Automatic Answer Mode at a certain time. You must manually switch the system to the normal mode.

Operation

To turn Automatic Answer Mode on:

- ☞ Press the Automatic Answer Mode button **AUTO** and the lamp for that button will be flashing red for Mode 1 (Day Mode)
- ☞ Press the Automatic Answer Mode button **AUTO** a second time and the lamp for that button will be solid red for Mode 2 (Night Mode)

To turn Automatic Answer Mode off:

- ☞ Press the Automatic Answer Mode button **AUTO** until the lamp for that button is off

CALL INTERCEPT

This programming option allows outside calls to be directed to ring at the Attendant Console if they go unanswered, if they are transferred to a non-existent extension or if they reach an extension in the Do No Disturb mode. These non-existent calls will light the lamp on the Recall button **RECALL** at the Attendant Console.

Operation

- ☞ None

CALL SWAP

Allows you to alternate between the outside calling party (the source) and the requested extension user (the destination) during the process of transferring a call without having to use the Hold button **HOLD**. This feature will only work if the called party answers by picking up the receiver.

Operation

To alternate between the outside call and the extension user (the destination) during the process of transferring a call:

- ☞ Press the Swap button **SWAP** or **SPLIT** if assigned and the button will flash red

Or

- ☞ Press the red flashing Source button **SOURCE** to speak with the outside call or press the Destination button **DEST** to speak with the extension if assigned as buttons

The Attendant Position may be programmed to have either a Swap button or Source and Destination buttons, but not both.

CLOCK SET/ADJUSTMENT

Allows you to change the time for the system clock.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get to the Clock Set/Adjustment prompts:

- ☞ Press the **ETC** button three times and the display will show:
CLK VSSR
F1 F2 F3 F4 F5 F6
- ☞ Press the **F1 CLK** button and the display will show:
Set Time H H : M M
ADJ
F1 F2 F3 F4 F5 F6

To change the time:

- ☞ Dial the time in military time **H H : M M**
- ☞ Press the Release button **END**

To adjust the seconds to zero:

- ☞ Press the **F1 ADJ** button and the display will show:
Clock Adjustment
SET
F1 F2 F3 F4 F5 F6
- ☞ Press the **F1 SET** button to start the clock with zero seconds elapsed.
- ☞ Press the Release button **END**

If the seconds shown on the display are less than 30 the minutes digit will remain the same. If the seconds shown on the display are greater than 30, the minutes digit will advance one digit.

DIRECT STATION SELECTION

Allows you to have one-touch access to call extensions. There are 30 Direct Station Selection (DSS) buttons on the Console.

Operation

When you wish to call an extension:

- ☞ Lift the receiver
- ☞ Press the Direct Station Selection button for the desired extension

FLEXIBLE NIGHT ANSWER

Allows you to program individual outside lines or line groups to ring at different locations when the system is in the Night Mode.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get to the Flexible Night Answer prompts:

- ☞ Press the **ETC** button one time and the display will show:
GNT SSC TAC MWC SPDR
F1 F2 F3 F4 F5 F6
- ☞ Press the **F1 GNT** button and the display will show:
Incoming Mode Change (Group)
Incoming Mode <Group_>
DISP
F1 F2 F3 F4 F5 F6

To change the ringing location:

- ☞ Dial the outside line group number **01-60** and the display will show the current ringing mode location:
Incoming Mode <Group 1> 1
- ☞ Dial 1 for Day Mode
- ☞ Dial 2 for Night Mode
- ☞ Press the **END** button

To display all outside line group modes:

☞ Press the **F1 DISP** button after you have entered a group number **01-60** and the display will show:

```
***Incoming Mode Change (Group)***
1  2  3  4  5  6  7  8  9  10
1  1  1  1  1  1  1  1  1  1
UP DOWN <_ > DISP
F1 F2 F3 F4 F5
```

- The first line of numbers represents the outside line group numbers
- The second line of numbers represents the current ringing mode location
- Pressing the **F1 UP** button displays the next 10 outside line group numbers
- Pressing the **F2 DOWN** button displays the previous 10 outside line group numbers
- Pressing the **F3 <_** button moves the () cursor to the left
- Pressing the **F4 >** button moves the () cursor to the right
- Pressing the **F5 DISP** button displays the status for the group above the () cursor

The ringing mode location may also be changed in the display mode by dialing either a 1 for Day Mode or a 2 for Night Mode for the group represented by the () cursor

☞ Press the End Button **END**

GROUP NIGHT

This feature allows an attendant to activate or deactivate night mode on an individual trunk group basis.

Operation

To access the Group Night feature through a KT+DSS:

- ☞ Press **GROUP NIGHT** key.
- ☞ Enter in trunk group # (01-60)
- ☞ Enter in mode # (1= day, 2= night).

To access the Group Night feature through an attendant console:

- ☞ Press **ETC** once.
- ☞ Press **F1** once to select Group Night.
- ☞ Enter in the trunk group # (01-60).
- ☞ Enter in mode # (1= day, 2 = night).
- ☞ Press **END**.

INCOMING CALL TERMINATION

Outside lines may be programmed to appear individually on Float buttons or they may be grouped together to appear on one or several Float buttons.

Operation

- ☞ None

MESSAGE WAITING CONTROL

Allows you to inform an extension user that there is a message waiting for them by lighting a Message Waiting Lamp on their phone. This operation allows you to send a message without having the desired extension ring.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get to the Message Waiting Control prompts:

- ☞ Press the **ETC** button one time and the display will show:
GNT SSC TAC MWC SPDR
F1 F2 F3 F4 F5 F6
- ☞ Press the **F4 MWC** button and the display will show:
Message Wait Control
<EXT_>
REG CLR1 CLR2 CLR3 CLR4 ALCLR
F1 F2 F3 F4 F5 F6

To turn Message Waiting On:

- ☞ Dial the desired extension number
- ☞ Press the **F1 REG** button to leave a message
- ☞ Press the button Release button **END**

To cancel Message Waiting:

- ☞ Press the **F2 CLR1** button to clear the first message left
- ☞ Press the **F3 CLR2** button to clear the second message left
- ☞ Press the **F4 CLR3** button to clear the third message left
- ☞ Press the **F5 CLR4** button to clear the fourth message left
- ☞ Press the **F6 ALCLR** button to clear all the messages left
- ☞ Press the Release button **END**

NIGHT MODE

Allows you to change the ringing termination point for outside lines. This alternate point might be a loud bell, a phone or a group of phones. A programming option may be enabled to allow ADIX APS to automatically switch to the Night Mode at a certain time; however, you must manually switch the system back to the normal mode.

Operation

To place the system in Night Mode operation:

- ☞ Press the Night Mode button **NIGHT** and the lamp for that button will be solid red
- ☞ Press the Release button **RLS**

To place the system in Day Mode operation:

- ☞ Press the Night Mode button **NIGHT** and the lamp for that button will be off
- ☞ Press the Release button **RLS**

OPERATOR PRIORITY

The system operator has the ability to override any ringing or voice announce intercom call or paging call. This occurs when calls are made simultaneously, or another party other than the operator makes the call first.

OVERFLOW TRANSFER

Allows you to limit the number of calls waiting to be answered at the Attendant Console. Once the maximum number of calls is reached, all additional calls will automatically forward to another location.

Operation

To register the Overflow Transfer position:

- ☞ Press the Feature button **FEAT**
- ☞ Press the Override button **OVER**
- ☞ Dial the extension number
- ☞ Press the Release button **RLS**

To set the maximum number of calls:

- ☞ Press the Feature button **FEAT**
- ☞ Press the Override button **OVER**
- ☞ Dial **#**
- ☞ Dial the number of calls you wish to have waiting with two digits
- ☞ Press the Release button **RLS**

RING MUTING

Allows you to turn the ringer off at the Attendant Console:

Operation

To turn the ringer off:

- ☞ Press the Silent button **SILENT** and the lamp for that button will be solid red

To turn the ringer on:

- ☞ Press the Silent button **SILENT** and the lamp for that button will be off

SERIAL CALL

Allows you to have outside calls return to you after the extension the call was transferred to hangs up. This is very useful when an outside party wants to talk to more than one internal party.

Operation

When someone calls and desires to speak with more than one person:

- ☞ Dial the desired extension number
- ☞ Press the Serial Call button **SERIAL** instead of the Connect button **CNCT**

The outside call will return to the Attendant Console and light the lamp on the Recall button **RECALL** after the extension the call was transferred to hangs up.

STATION CALL FORWARD/DO NOT DISTURB RELEASE

Allows you to cancel Call Forward and Do Not Disturb settings on other extensions in the system.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get the Station Call Forward/Do Not Disturb Release prompts:

- ☞ Press the **ETC** button two times and the display will show:

```
LOCK SRL   TRL   CRL
F1   F2   F3   F4   F5   F6
```

- ☞ Press the **F4 CRL** button and the display will show:

```
*** Forward Forced Release ***
<EXT_>
DISP  RLS
F1   F2   F3   F4   F5   F6
```

To release Station Call Forwarding and Do Not Disturb:

- ☞ Dial the desired extension number and the display will show the current status:
<EXT 207> DND
- ☞ Press the **F2 RLS** button
- ☞ Press the **END** button

To display all extension modes:

- ☞ Press the **F1 DISP** button after you have entered an extension number and the display will show:

```
***Forward Forced Release***
201 202 203 204 205 206 207 208 209 210
DND NONE NONE NONE NONE FWD FWD FWD DND DND
UP DOWN <_ > DISP
F1 F2 F3 F4 F5
```

- The first line of numbers represents the extension numbers
 - The second line represents the current extension mode
 - Pressing the **F1 UP** button displays the next 10 extension numbers
 - Pressing the **F2 DOWN** button displays the previous 10 extension numbers
 - Pressing the **F3 <_** button moves the () cursor to the left.
 - Pressing the **F4 >_** button moves the () cursor to the right
 - Pressing the **F5 DISP** button displays the status for the group above the () cursor
- ☞ Press the **END** button

STATION CLASS RESTRICTION CHANGE

ADIX APS may be programmed to allow different outside calling restrictions to be set based on Day and Night Mode system operation. Station Class Restriction Change allows you to instruct ADIX APS that an extension or group of extensions are to always operate in either the Day or Night Mode restriction pattern during Day Mode operation.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get to the Station Class Restriction Change prompts:

- ☞ Press the **ETC** button one time and the display will show:

```
GNT  SSC  TAC  MWC  SPDR
F1   F2   F3   F4   F5   F6
```

- ☞ Press the **F2 SSC** button and the display will show:

```
***Station Service Class (EXT)***
Service Class Mode <EXT_>
DISP  GRP
F1   F2   F3   F4   F5   F6
```

To change the restriction for an individual extension:

- ☞ Dial the extension number and the display will show the current mode:
Service Class Mode <EXT 207>1
- ☞ Dial 1 for Day Mode
- ☞ Dial 2 for Night Mode
- ☞ Press the **END** button

To change the restriction for a group of extensions:

- ☞ Press the **F2 GRP** button and the display will show:

```
***Station Service Class (Group)***
Service Class Mode <Group_>
DISP
F1   F2   F3   F4   F5   F6
```

- ☞ Dial the extension group number - and the display will show the current mode:
Service Class Mode <Group 1>1
- ☞ Dial 1 for Day Mode
- ☞ Dial 2 for Night Mode
- ☞ Press the **END** button

To display all extension or extension group modes:

☞ Press the **F1 DISP** button after you have entered an extension or group number and the display will show:

Station Service Class (EXT)

Or
(GROUP)

1	2	3	4	5	6	7	8	9	10
1	1	1	1	1	1	2	2	2	2
UP	DOWN	<_	_>	DISP					
F1	F2	F3	F4	F5					

- The first line of numbers represents the extension or extension group numbers
- The second line of numbers represents the current restriction mode
- Pressing the **F1 UP** button displays the next 10 numbers
- Pressing the **F2 DOWN** button displays the previous 10 numbers
- Pressing the **F3 <_** button moves the () cursor to the left
- Pressing the **F4 _>** button moves the () cursor to the right
- Pressing the **F5 DISP** button displays the status for the extension or extension group above the () cursor

The restriction mode may also be changed in the display mode by dialing either a 1 for Day Mode or a 2 for Night Mode for the extension or extension group represented by the () cursor

☞ Press the **END** button

STATION FORCED RELEASE

Allows you to remove an extension from service.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get to the Station Forced Release prompts:

- ☞ Press the **ETC** button two times and the display will show:
LOCK SRL TRL CRL
F1 F2 F3 F4 F5 F6
- ☞ Press the **F2 SRL** button and the display will show:
Station Forced Release
<EXT_>
DISP CON RLS
F1 F2 F3 F4 F5 F6

To remove an extension from service

- ☞ Dial the extension number and the display will show the extension status:
<EXT 207> Extension idle
- ☞ Press the **F3 RLS** button
- ☞ Press the **END** button

When Station Forced Release is on, the lamp on the Busy Lamp Field for that extension will flash intermittently.

To put an extension back in service:

- ☞ Dial the extension number and the display will show the extension status:
<EXT 207> Extension released
- ☞ Press the **F2 CON** button
- ☞ Press the **END** button

To display all extension's status:

- ☞ Press the **F1 DISP** button after you have entered an extension number and the display will show:

```
***Station Forced Release***
200 201 202 203 204 205 206 207 208 209
IDL RLS IDL RLS IDL RLS IDL  IDL  IDL
UP  DOWN <_ >_  DISP
F1  F2  F3  F4  F5
```

- The first line of numbers represents the extension numbers
- The second line represents the current status
- Pressing the **F1 UP** button displays the next 10 extension numbers
- Pressing the **F2 DOWN** button displays the previous 10 extension numbers
- Pressing the **F3 <_** button moves the () cursor to the left
- Pressing the **F4 >_** button moves the () cursor to the right
- Pressing the **F5 DISP** button displays the status for the extension above the () cursor

- ☞ Press the **END** button

STATION LOCK

Allows you to prevent an extension from having access to outside lines.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get the Station Lock prompts:

- ☞ Press the **ETC** button two times and the display will show:
LOCK SLR TRL CRL
F1 F2 F3 F4 F5 F6
- ☞ Press the **F1 LOCK** button and the display will show:
Station Password

To change an extension's ability to access outside lines:

- ☞ Dial **#** and the display will show:
<EXT_>
- ☞ Dial the desired extension number and the display will show the mode that the extension has been placed in:
<EXT 207> Station Password Lock or Unlock

When Station Lock is on, the lamp on the Busy Lamp Field for that extension will flash intermittently.

- ☞ Press the Release button **END**

SYSTEM ANNOUNCEMENT RECORDING

If your ADIX APS system is equipped with an IX-CMSG or IX-CMSG-1 card you may make customized recordings to be played to outside callers. The total recording time is 120 seconds with the IX-CMSG card and 330 seconds with the IX-CMSG-1 card. Message number 01 is reserved for the System Announcement recording.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get to the System Announcement Recording prompts:

- ☞ Press the **ETC** button three times and the display will show:
CLK VSSR
F1 F2 F3 F4 F5 F6
- ☞ Press the **F2 VSSR** button and the display will show:
Record Class
CLR RPL
F1 F2 F3 F4 F5 F6

To record a customized message:

- ☞ Dial the message number **01-60** for your new message
- ☞ Make your announcement through the receiver
- ☞ Dial **#** to end the recording
- ☞ Press the **END** button

To erase a customized message:

- ☞ Press the **F1 CLR** button and the display will show: Clear Class
- ☞ Dial the message number **01-60** to be erased
- ☞ Press the **END** button

To listen to a customized message:

- ☞ Press the **F2 RPL** button and the display will show:
ReplayClass
ALL FIX
F1 F2 F3 F4 F5 F6
- ☞ Dial the message number **01-60** to be played
- ☞ Press the **END** button

To listen to all customized messages:

- ☞ Press the **F2 RPL** button and the display will show:

ReplayClass

All FIX

F1 F2 F3 F4 F5 F6

- ☞ Press the **F1 ALL** button and you will hear all the customized messages

- ☞ Press the **END** button

To listen to all prerecorded messages:

- ☞ Press the **F2 RPL** button and the display will show:

ReplayClass

All FIX

F1 F2 F3 F4 F5 F6

- ☞ Press the **F2 FIX** button and you will hear all the prerecorded messages

- ☞ Press the **END** button

SYSTEM SPEED DIAL REGISTRATION

You have the ability to register (program) the 900 System Speed Dial numbers. The numbers may be 32 digits in length and may include the insertion of a pause.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get the System Speed Dial Registration prompts:

- ☞ Press the **ETC** button one time and the display will show:

GNT	SSC	TAC	MWC	SPDR	
F1	F2	F3	F4	F5	F6

- ☞ Press the **F5 SPDR** button and the display will show:

```
***Speed Dial Registration***
Speed No  _   Name
FEAT SPD   HOLD  FLSH
F1  F2    F3    F4    F5    F6
```

To register System Speed Dial numbers:

- ☞ Dial the System Speed Dial code number **00-89** or **000-899** and the display will show:

```
***Speed Dial Registration***
Speed No 89      Name
FEAT SPD   HOLD  FLSH
F1  F2    F3    F4    F5    F6
```

- ☞ Dial the phone number
- ☞ Press the **F1 FEAT** button

To register several System Speed Dial numbers:

After entering a phone number:

- ☞ Press the **F2 SPD** button
- ☞ Dial the next System Speed Dial code number **00-89** or **000-899**
- ☞ Dial the phone number
- ☞ Repeat the same procedure
- ☞ Press the **F1 FEAT** button to exit

To register a pause:

When registering the telephone number, at the place where you want to insert a pause:

- ☞ Press the **F3 HOLD** button then dial - for the desired pause time in seconds and a (-) will be inserted followed by the number of seconds

To register a Short Flash:

When registering the telephone number, at the place where you want to insert a flash:

- ☞ Press the **F4 FLSH** button and a (F) will be inserted

To register an outside line to be selected for Speed Dialing:

- ☞ Dial
- ☞ Dial the System Speed Dial code number - or -
- ☞ Dial the desired outside line group number - or
- ☞ Press the **F1 FEAT** button

To register several outside line groups:

After entering an outside line group:

- ☞ Press the **F2 SPD** button
- ☞ Dial
- ☞ Dial the next System Speed Dial code number - or -
- ☞ Dial the next outside line group number - or
- ☞ Repeat the same procedure
- ☞ Press the **F1 FEAT** button to exit

To register a directory name for a Speed Dial number:

- ☞ Dial *****
- ☞ Dial the System Speed Dial code number **00-89** or **000-899**
- ☞ Register the letters of the name using the dial pad
- ☞ Press the button until the desired letter is displayed, then press the **F3 HOLD** button to enter that letter or number, (up to 10 characters)

If you make a mistake, press the **F3 HOLD** button to back space to the desired position

The numbers on the dial pad represent the following for name registration:

1 -.,(space),1	2 A,B,C,2	3 D,E,F,3
4 F,H,I,4	5 J,K,L,5	6 M,N,O,6
7 P,R,S,7	8 T,U,V,8	9 W,X,Y,9
* Alphanumeric	0 Q,Z,0	# Upper/lower case

- ☞ Press the Feature button **FEAT** to end the operation

To register several directory names:

After entering a name:

- ☞ Press the **F2 SPD** button
- ☞ Dial *****
- ☞ Dial the next System Speed Dial code number **00-89** or **000-899**
- ☞ Register the letters of the next name
- ☞ Repeat the same procedure
- ☞ Press the **F1 FEAT** button to exit

SYSTEM TEXT MESSAGE REGISTRATION

If your Attendant console is programmed with a Text Message button, you have the ability to register (program) the 90 System Text Messages. The messages may be 16 characters in length.

Operation

- ☞ Press the Feature button **FEAT**
- ☞ Press the Text Message button **TXT MSG**
- ☞ Dial the desired System Text Message Code **00-89**
- ☞ Enter the desired message contents up to 16 characters in length. Use the following keys on your telephone for text message data entry:

Press	1	2	3	4	5	6	7	8	9	0	HOLD	#
1X	-	A	D	G	J	M	P	T	W	Q	write character	lower case
2X	.	B	E	H	K	N	R	U	X	Z	cancel character	upper case
3X	sp	C	F	I	L	O	S	V	Y	&		
4X	1	2	3	4	5	6	7	8	9	0		

- ☞ Press the Feature button **FEAT** to end the operation

To register several Text Messages:

After entering a text message:

- ☞ Press the Text Message button **TXT MSG**
- ☞ Dial the next System Text Message Code **00-89**
- ☞ Repeat the same procedure as above

THROUGH DIALING

Allows you to make an outside call for an extension that is toll restricted.

Operation

When an extension user asks to make an outside call, while you are speaking to the extension:

- ☞ Press the Hold button **HOLD**
- ☞ Press an outside line button
- ☞ Dial the desired phone number
- ☞ Press the Connect button **CNCT**
- ☞ Press the Release button **RLS**

TRANSFER OFF-PREMISE

Transfer Off-Premise allows any user to transfer a call to an outside party by using the **TRAN** key followed by a trunk group access code.

Operation

While speaking on an outside line call:

- ☞ Press **TRAN** and wait for transfer tone
- ☞ Press **FLT, CO** or dial a CO group access code
- ☞ Dial the external phone number.
- ☞ Wait for the external party to answer
- ☞ Hang up or press **CONNECT** to complete the transfer.
- ☞ If the external party does not answer press **TRAN** to retrieve the original call from hold

TRUNK ACCESS CONTROL

Allows you to change the outside lines or line groups that extensions can access.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get to the Trunk Access Control prompts:

- ☞ Press the **ETC** button one time and the display will show:
GNT SSC TAC MWC SPDR
F1 F2 F3 F4 F5 F6
- ☞ Press the **F3 TAC** button and the display will show:
Trunk Access Control (Trunk)
Trunk Access <Trunk_>=
DISP ALLOW DENY GRP
F1 F2 F3 F4 F5 F6

To change individual outside line access:

- ☞ Dial the outside line number **001-224** and the display will show the current status:
Trunk Access <Trunk 1>=Allow
- ☞ Press the **F3 DENY** button to restrict outside line access
- ☞ Press the **F2 ALLOW** button to allow outside line access
- ☞ Press the **END** button.

To change outside line group access:

- ☞ Press the **F4 GRP** button and the display will show:
 Trunk Access Control (GROUP)
 Trunk Access <Group_>=
 DISP ALLOW DENY
 F1 F2 F3 F4 F5 F6
- ☞ Dial the outside line group number **01-60** and the display will show the current status:
 Trunk Access <Group 60>=Allow
- ☞ Press the **F3 DENY** button to restrict outside line group access
- ☞ Press the **F2 ALLOW** button to allow outside line group access
- ☞ Press the **END** button

To display all outside line and outside line group modes:

- ☞ Press the **F1 DISP** button after you have entered a group number **01-60** and the display will show:

```

***Trunk Access Control (Group)***
      Or
      (Trunk)
1     2     3     4     5     6     7     8     9     10
ALW  ALW  DNY  ALW  ALW  DNY  ALW  DNY  ALW  ALW
UP   DOWN <_  >_  DISP
F1   F2   F3   F4   F5
  
```

- The first line of numbers represents the outside line and outside group numbers
- The second line represents the current status
- Pressing the **F1 UP** button displays the next 10 outside line and outside line group numbers
- Pressing the **F2 DOWN** button displays the previous 10 outside line and outside line group numbers
- Pressing the **F3 <_** button moves the () cursor to the left
- Pressing the **F4 >_** button moves the () cursor to the right
- Pressing the **F5 DISP** button displays the status for the line or group above the () cursor

- ☞ Press the **END** button

TRUNK FORCED RELEASE

Allows you to remove an outside line from service.

Operation

This feature is performed by using the display and the Soft Function buttons.

To get to the Trunk Forced Release prompts:

- ☞ Press the **ETC** button two times and the display will show:
LOCK SRL TRL CRL
F1 F2 F3 F4 F5 F6
- ☞ Press the **F3 TRL** button and the display will show:
***Trunk Forced Release (Trunk)**
<Trunk_>
DISP CON RLS GRP
F1 F2 F3 F4 F5 F6

To release an individual outside line from service:

- ☞ Dial the outside line number and the display will show the current status:
<TRUNK 1> Trunk idle
- ☞ Press the **F3 RLS** button to release an outside line from service
- ☞ Press the **F2 CON** button to put an outside line in service
- ☞ Press the **END** button

To release an outside line group from service:

- ☞ Press the **F4 GRP** button and the display will show:
***Trunk Forced Release (GROUP)**
<GROUP_>
CON RLS
F1 F2 F3 F4 F5 F6
- ☞ Dial the outside line group number
- ☞ Press the **F3 RLS** button to release an outside line group from service
- ☞ Press the **F2 CON** button to put an outside line group in service
- ☞ Press the **END** button

To display all outside line status:

- ☞ Press the **F1 DISP** button after you have entered an outside line number **001-224** and the display will show:

```
***Trunk Forced Release (Trunk)***
 1  2  3  4  5  6  7  8  9  10
IDL IDL RLS RLS IDL IDL IDL IDL IDL IDL
UP  DOWN <_ >  DISP
F1  F2  F3  F4  F5
```

- The first line of numbers represents the outside line numbers
- The second line of numbers represents the current status
- Pressing the **F1 UP** button displays the next 10 outside line numbers
- Pressing the **F2 DOWN** button displays the previous 10 outside line numbers
- Pressing the **F3 <_** button moves the () cursor to the left
- Pressing the **F4 >** button moves the () cursor to the right
- Pressing the **F5 DISP** button displays the status for the outside line above the () cursor

- ☞ Press the **END** button

**Section 6 –
Single Line Telephone
User Guide**

ADIX APS

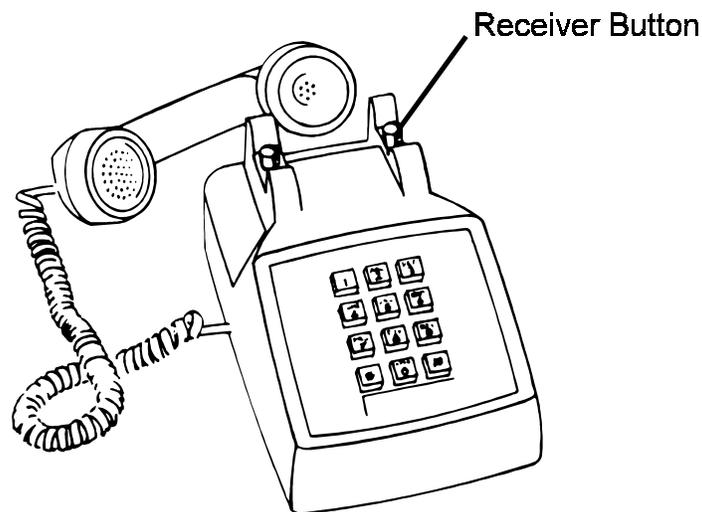
SINGLE LINE TELEPHONES

Both Touch-Tone and Rotary Dial Single Line Telephones may be used with the ADIX APS system. Single Line Telephones may use many ADIX APS features by pressing and releasing the receiver button, (shown in Fig. 2), quickly followed by the dialing of a feature operation code.

The feature operation codes listed in this guide are the preset codes that are automatically present when ADIX APS is turned on. Your system installer may assign different codes based on individual system requirements.

This section lists the operations for ADIX APS features which may be used by Single Line Telephones. For a description of these features please refer to the Digital Telephone User's Guide.

Note: The feature access codes listed in this



SINGLE LINE TELEPHONE (Fig. 2)

BASIC FEATURES

MAKING A 911 CALL

Operation

From an outside or inside line:

- ☞ Go off-hook.
- ☞ Dial 911

You will be connected to your local Public Safety Answering Point (PSAP).

MAKING AN OUTGOING CALL

Operation

- ☞ Lift the receiver
- ☞ Dial the access code for an outside line (assigned by the system installer)
- ☞ Wait for the dial tone
- ☞ Dial the desired phone number

If you make a dialing mistake, hang up and try again.

RECEIVING AN INCOMING CALL

Operation

When your phone rings:

- ☞ Lift the receiver and you will be connected to the call

MAKING AN INTERCOM CALL

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number

RECEIVING AN INTERCOM CALL

Operation

When your phone rings:

- ☞ Lift the receiver and you will be connected to the call

MAKING AN INTERCOM GROUP CALL

Operation

- ☞ Dial the Intercom Group access number at the Intercom dial tone.

MAKING AN E-RESPONSE HELP CALL

Operation

- ☞ Lift the receiver or press [SPKR] and remain off hook on ICM for a duration that exceeds the amount of time programmed in the system.

Or

- ☞ Lift the receiver to make an intercom call. Begin dialing. Between digits stop dialing for more than 10 seconds.

Or

- ☞ Dial the E-Response Group access number at Intercom dial tone.

TRANSFERRING A CALL TO ANOTHER EXTENSION

Operation

When speaking on an outside line:

- ☞ Press and release the receiver button quickly
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number
- ☞ Hang up or announce the call, then hang up

If the call is not answered it will return to your phone.

PUTTING A CALL ON HOLD

Operation

When speaking on an outside line:

- ☞ Press and release the receiver button quickly
- ☞ Dial the Exclusive Hold code **5 0 8**
- ☞ Hang up

A call placed on Hold may only be picked up by the extension that placed the call on Hold.

PICKING UP A CALL ON HOLD

Operation

- ☞ Lift the receiver
- ☞ Dial the Exclusive Hold code **508** and you will be connected to the call

PUTTING A CALL ON CALL PARK

Call Park is similar to Hold but allows others to retrieve a call from another extension.

Operation

When speaking on an outside line:

- ☞ Press and release the receiver button quickly
- ☞ Wait for the dial tone
- ☞ Dial the Call Park code **512**
- ☞ Wait for a confirmation tone
- ☞ Hang up

To pick up a call on Call Park at your extension:

- ☞ Lift the receiver
- ☞ Dial the Call Park code **512** and you will be connected to the call

To pick up a call on Call Park from another extension:

- ☞ Lift the receiver
- ☞ Dial the Call Park Pick-Up code **513**
- ☞ Dial the extension number of the extension that placed the call on Call Park

To pick up a call on Call Park at the attendant position:

- ☞ Lift the receiver
- ☞ Dial the number announced by the attendant

HANDLING A SECOND CALL

Operation

While on an outside or intercom call, if you receive a second call and do not want to hang up on the first call:

- ☞ Place the first call on Hold or Call Park
- ☞ Hang up or press the receiver button
- ☞ Answer the second call

To return to the first call:

- ☞ Dial the Hold or Call Park code

ADVANCED FEATURES

ACCOUNT CODE

Operation

When speaking on an outside line:

- ☞ Press and release the receiver button quickly
- ☞ Dial the Account code **547**
- ☞ Dial the desired account code
- ☞ Dial *****
- ☞ Press and release the receiver button quickly

ALL ATTENDANTS CALL

Allows you to call all attendants.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the assigned access code

BUSY INTERCOM CALLBACK

Operation

When you make an intercom call and the extension is busy:

- ☞ Do not hang up
- ☞ Press and release the receiver button quickly
- ☞ Wait for the dial tone
- ☞ Dial the Busy Intercom Callback code **518**
- ☞ Wait for a confirmation tone
- ☞ Hang up

To cancel:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Cancel code **501**
- ☞ Dial the Busy Intercom Callback code **518**
- ☞ Wait for a confirmation tone
- ☞ Hang up

BUSY NUMBER CALLBACK

Operation

When you dial an outside number and there is no answer or a busy signal:

- ☞ Do not hang up
- ☞ Press and release the receiver button quickly
- ☞ Wait for the dial tone
- ☞ Dial the Busy Number Callback code **5 0 7**
- ☞ Wait for a confirmation tone
- ☞ Hang up and ADIX APS will call you back periodically to try calling again

To change the callback interval:

- ☞ Dial the desired interval time in minutes **0 9** before you hang up

When your phone rings:

- ☞ Lift the receiver

The number will automatically be dialed

To cancel:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Cancel code **5 0 1**
- ☞ Wait for a confirmation tone
- ☞ Hang up

BUSY OUTSIDE LINE QUEUING

Operation

When attempting to make an outside call and all lines are busy:

- ☞ Do not hang up
- ☞ Dial the Busy Outside Line Queue code **506**
- ☞ Wait for a confirmation tone
- ☞ Hang up

ADIX APS will call you back when an outside line becomes free. If you previously dialed the outside number, that number will automatically be dialed when the receiver is picked up.

To cancel:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Cancel code **501**
- ☞ Dial the Busy Outside Line code **506**
- ☞ Wait for a confirmation tone
- ☞ Hang up

CALL PARK/SWAP

Operation

When you have a call on Call Park and are involved in a second conversation and wish to alternate between conversations:

- ☞ Press and release the receiver button quickly
- ☞ Dial the Call Park code **512** and you will be connected to the call that was on Call Park and the second call will be placed on Call Park

You may continue to alternate between conversations by repeating the above procedure.

CALL PICK-UP

There are three types of Call Pick-Up:

Direct Call Pick-Up, Internal Group Call Pick-Up, and External Group Call Pick-Up.

DIRECT CALL PICK-UP

Allows you to answer a call ringing at any extension in the office.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Direct Call Pick-Up code **511**
- ☞ Dial the extension number of the ringing phone

INTERNAL GROUP CALL PICK-UP

Allows extensions to be grouped together. This eliminates the need to dial the ringing extension number to answer the call.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Internal Group Call Pick-Up code **509**

EXTERNAL GROUP CALL PICK-UP

Allows you to answer a call ringing in a Group Call Pick-Up group that they are not part of.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the External Group Call Pick-Up code **510**
- ☞ Dial the External Group external group number

CAMP-ON

Operation

When you want to transfer a call to an extension that is busy:

- ☞ Do not hang up
- ☞ Press and release the receiver button quickly
- ☞ Wait for the dial tone
- ☞ Dial the desired extension number
- ☞ Hang up

To answer a Camp-On call:

- ☞ Hang up on the first call
- ☞ Answer the second call

Or

- ☞ Place the first call on Hold or Call Park
- ☞ Hang up or press the receiver button
- ☞ Answer the second call

CLEAR CALL

Operation

When you make an intercom call, but the called extension cannot be reached, and you wish to call another extension:

- ☞ Do not hang up
- ☞ Dial the second extension number

CONFERENCE

ADD-ON

(up to 1 outside & 3 inside parties or 4 inside parties)

Operation

While speaking on an outside or intercom call:

- ☞ Press and release the receiver button quickly
- ☞ Dial the extension number of the party you wish to add
- ☞ When the party answers, press and release the receiver button quickly

After you hear a tone, all parties will be connected.
To add another extension, repeat the same procedure.

MULTI-LINE

(Up to 3 outside & 1 inside parties)

Operation

While speaking on an outside call:

- ☞ Press and release the receiver button quickly
- ☞ Dial the Exclusive Hold code **5 0 8**
- ☞ Press and release the receiver button quickly
- ☞ Dial the second outside party
- ☞ Wait for the second party to answer
- ☞ Press and release the receiver button
- ☞ Dial the Conference Code **5 1 6** and all parties will be connected

To add the 3rd outside line, repeat the same procedure.

TRUNK-TO-TRUNK

(Up to 2 outside parties)

Operation

When you are speaking with two outside parties in a Multi-line Conference call and wish to leave the conversation:

- ☞ Press and release the receiver button quickly
- ☞ Dial the Conference code **5 1 6**
- ☞ Hang up

To get back in the Multi-line Conference:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Exclusive Hold code **5 0 8** and you will be connected to the original conference call

CONSULTATION HOLD

Operation

- ☞ While on an outside call, press and release the receiver button quickly

DO NOT DISTURB

Operation

To turn on:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Do Not Disturb code **5 2 3**
- ☞ Wait for a confirmation tone
- ☞ Hang up

To turn off:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Cancel code **5 0 1**
- ☞ Dial the Do Not Disturb code **5 2 3**
- ☞ Wait for a confirmation tone
- ☞ Hang up

FLASH

Operation

For Long Flash:

- ☞ Press and release the receiver button quickly
- ☞ Dial the Long Flash code **5 1 4**
- ☞ Dial new number

For Short Flash (*Centrex or PBX use*):

- ☞ Press and release the receiver button quickly
- ☞ Dial the Short Flash code **5 1 5**
- ☞ Dial new number or feature code

CALL FORWARDING

SET FORWARD DESTINATION

Operation

- ☞ Lift the receiver (handset)
- ☞ Enter the Call Forward Code **5 2 2**
- ☞ Enter the Call Type you wish to forward
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Enter the Flexible Call Forward Mode
 - 1 = All calls to another extension or hunt group
 - 2 = Busy/No Answer calls to another extension or hunt group
 - 3 = No Answer calls to another extension or hunt group
 - 4 = All Calls forward to an external number (using Personal Speed Dial Codes 90-99)
- ☞ Do one of the following
 - If you chose Mode 1,2, or 3, enter the extension or hunt group number
 - If you chose Mode 4, enter the Personal Speed Dial Code (90-99)

Note: When the setting is valid, you will hear a confirmation tone. If the setting is invalid, you will hear a warning tone.

- ☞ Hang up

FORWARD CANCEL

You may cancel the forwarding of All calls, CO calls only, or Intercom calls only.

Operation

- ☞ Lift the receiver (handset)
- ☞ Enter the Cancel Code **501**
- ☞ Enter the Call Forward Code **522**
- ☞ Enter the Call Type number you wish to cancel
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only

Note: When the setting is valid, you will hear a confirmation tone.
If the setting is invalid, you will hear a warning tone.

FOLLOW ME

When you move to a different extension, you may change the forwarding destination from the extension you originally set to the extension which you are now using

Operation

- ☞ Lift the receiver (handset) or press **SPKR**
- ☞ Enter the Call Forward Follow Me Code **522**
- ☞ Enter the Call Type you wish to forward
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Enter the extension number of the originating forwarding station

Note: When the setting is valid, you will hear a confirmation tone.
If the setting is invalid, you will hear a warning tone.

FLOATING OUTSIDE LINE GROUP ACCESS

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the outside line group number **01-60** or **00** for the desired group

FORCED/VERIFIED ACCOUNT CODE

Operation

- ☞ Lift the receiver
- ☞ Dial the access code for an outside line (assigned by the system installer)
- ☞ Wait for the dial tone
- ☞ Dial the desired phone number
- ☞ Dial
- ☞ Wait for the account code entry tone
- ☞ Dial a code
- ☞ Dial only if your code entry is variable in length

GROUP PARK

Operation

To place a call in Group Park:

- ☞ Press and release the receiver button quickly
- ☞ Wait for the dial tone
- ☞ Dial the Group Park code
- ☞ Hang up

To retrieve a call in Group Park:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Group Park code

HOT LINE

Operation

If your telephone is programmed for use as a Hot Line:

- ☞ Lift the receiver, and you will automatically call the preprogrammed extension

HOWLER TONE

Operation

- ☞ Replace the receiver on the receiver button

LAST NUMBER REDIAL

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial **#** and ADIX APS will dial the last outside number dialed

Or

- ☞ Dial the Last Number Redial code **5 0 5** if you have a Rotary Dial Telephone

MASTER HUNT GROUPS

Operation

To call a Hunt Group:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Hunt Group access code

MESSAGE WAITING

Operation

To leave a message:

When the extension you are calling is busy or does not answer:

- ☞ Do not hang up
- ☞ Press and release the receiver button quickly
- ☞ Wait for the dial tone
- ☞ Dial the Message code **5 1 9**
- ☞ Wait for a confirmation tone
- ☞ Hang up

To cancel a message:

If you want to cancel a message you left at another extension:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Cancel code **5 0 1**
- ☞ Dial the Message code **5 1 9**
- ☞ Dial the extension number
- ☞ Wait for a confirmation tone
- ☞ Hang up

To answer messages:

When the message lamp on your phone is flashing:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Message code **5 1 9** and ADIX APS will automatically call the extension that left the message

OFF-HOOK OUTGOING CALL

Operation

- ☞ Lift the receiver and ADIX APS will automatically dial the outside number

OFF-HOOK OUTSIDE LINE QUEUING

Operation

To wait for an outside line:

- ☞ Stay on the line until you hear the dial tone

PAGING

ALL CALL

Allows you to make an announcement either through the speakers in the Digital Telephones or an External Paging System.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the All Call code (assigned by the system installer)
- ☞ Wait for the Page tone
- ☞ Make an announcement
- ☞ Hang up

GROUP CALL (Internal)

Allows you to page through the speaker in a group of phones.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Group Call code (assigned by the system installer)
- ☞ Wait for the Page tone
- ☞ Make an announcement
- ☞ Hang up

ZONE PAGE (External)

Allows you to access individual groups of external speakers.

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Zone Page code (assigned by the system installer)
- ☞ Wait for the Page tone
- ☞ Make an announcement
- ☞ Hang up

MEET-ME PAGE ANSWER

Allows you to answer a page from any phone that is in the same Meet-Me Page Answer group.

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Meet-Me Page Answer code **5 2 4** and you will be connected to the extension that made the page

PRE-RINGING

This programming option allows calls to Single Line Telephones to receive a short ring before the normal ring signaling begins.

This feature helps reduce the noise level in the office environment.

Operation

- ☞ None

PRIVATE LINE

Operation

- ☞ None

PROTECTED EXTENSION

Operation

- ☞ None

SHIFT CALL

Operation

When you make an intercom call, but the called extension cannot be reached, and you wish to call another extension:

- ☞ Do not hang up
- ☞ Dial the last digit of the next desired extension number

SPEED DIAL

PERSONAL SPEED DIAL REGISTRATION

Operation

To register Personal Speed Dial Numbers (with an outside line group):

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Speed Dial Registration code **5 0 4**
- ☞ Dial the Personal Speed Dial code **9 0 - 9 9**
- ☞ Wait for the tone
- ☞ Dial the access code for the outside line group
- ☞ Wait for the dial tone
- ☞ Dial the phone number
- ☞ Hang up

Repeat the procedure to enter additional numbers.

To register Personal Speed Dial Numbers (without an outside line group):

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Speed Dial Registration code **5 0 3**
- ☞ Dial the Personal Speed Dial code **9 0 - 9 9**
- ☞ Wait for the dial tone
- ☞ Dial the phone number
- ☞ Hang up

Repeat the procedure to enter additional numbers.

To register a pause:

When registering the telephone number, at the place where you want to insert a pause:

- ☞ Dial *****
- ☞ Dial **1 - 9** for the desired pause time in seconds

Note: Pause may not be used on ISDN PRI or ISDN BRI lines.

To register the symbol in a number:

When registering the telephone number, at the place where you want to insert a .

☞ Dial

Note: may not be used on ISDN PRI or ISDN BRI lines.

TO SPEED DIAL A NUMBER

Operation

If you have a Touch-tone Phone:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial
- ☞ Dial the Speed Dial code

The system will automatically dial the registered number.

If you have a Rotary Dial Phone:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Speed Dial Access code
- ☞ Dial the Speed Dial code

The system will automatically dial the registered number.

STATION RESTRICTION PASSWORD

Operation

To restrict your phone:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Station Restriction Password code **5 2 7**
- ☞ Dial your password
- ☞ Hang up

To cancel restriction at your phone:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Cancel code **5 0 1**
- ☞ Dial the Station Restriction Password code **5 2 7**
- ☞ Dial your password
- ☞ Hang up

SINGLE LINE MESSAGE WAITING STUTTER DIAL TONE

When a Single Line Telephone that has a message goes off-hook, the ADIX APS automatically sends an intermittent tone for 2 seconds before normal dial tone is heard. This feature alerts you of messages.

Operation

To determine if you have a message on a Single Line Telephone:

- ☞ From the telephone's idle state, go off hook.
- ☞ If a message exists, you will hear a stutter dial tone.

SYSTEM ANNOUNCEMENT MESSAGE

Operation

To play the System Announcement Message:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the System Announcement Message code **5 2 5**

TONE/VOICE CALLING

Operation

To switch the calling mode to a Digital Telephone:

- ☞ Dial the extension number
- ☞ Dial **#**

TRANSFER TO PARK

Operation

You may transfer a call to the call park orbit of another extension:

- ☞ Press and release the receiver button quickly
- ☞ Dial the Transfer to Call Park code **553**
- ☞ Dial the Extension Number
- ☞ Hang up

UNANSWERED INCOMING OUTSIDE LINE WARNING TONE

Operation

- ☞ None

UNIVERSAL NIGHT ANSWER

Operation

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Universal Night Answer code **546** and you will be connected to the incoming call

VOICE MAIL MESSAGE

To access your mailbox:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Mailbox access code
- ☞ Dial **#**
- ☞ Follow the voice mail prompts

**Section 7 –
ZT-D Telephone
User Guide**

ADIX APS

ZT-D TELEPHONES (DISCONTINUED)

The telephone sets from Iwatsu's smaller ZT-D system may be used with ADIX APS. ZT-D Telephones (shown in Fig. 3) have four Fixed Feature buttons and six Programmable Feature buttons. The four Fixed Feature buttons are permanently assigned as Intercom (ICM), Transfer (TRAN), Feature (FEAT) and Hold/Do Not Disturb (HOLD/DND).

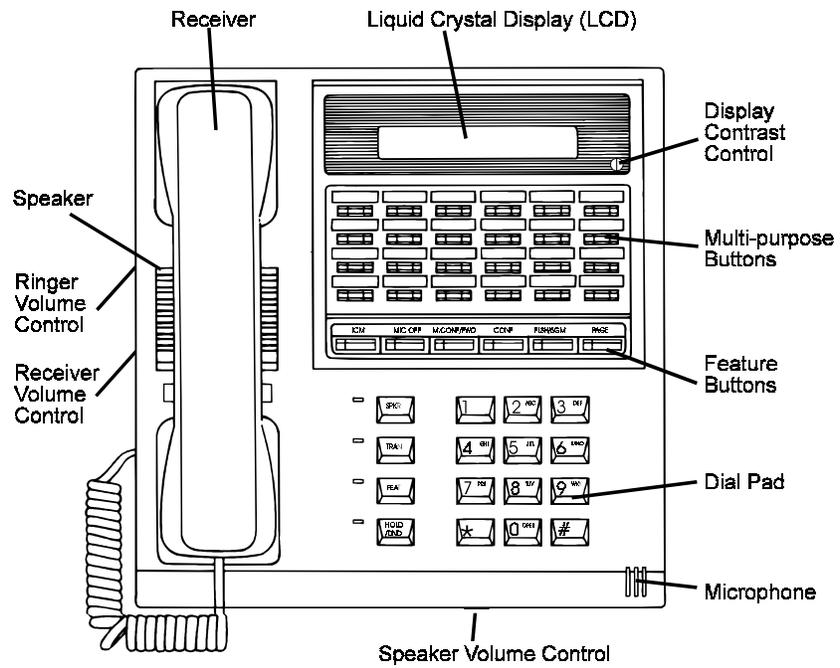
These telephones are available in three different configurations that provide either an additional six, 12 or 24 more buttons. These additional buttons are called Multi-purpose buttons and may be programmed for outside line and feature appearances.

All three models of the ZT-D Telephone are available with an optional 1-line, 16 character liquid crystal display. This display is very helpful for using advanced features and for those who spend a great deal of time on the phone.

Refer to the Digital Telephone User's Guide for feature operation. ZT-D Telephones have all the capabilities described in the Digital Telephone User's Guide with the following exceptions:

- ☞ An Autodial Unit or Busy Bypass/Autodial Unit may not be added
- ☞ The ZT-D Display Telephone only has a 1-line display and, therefore, cannot display a system name
- ☞ ZT-D telephones do not support the Group Monitoring feature

The off-hook call announce (Busy Bypass Voice Calling) feature provided in the ZT-D "X" model telephones can be used in ADIX APS systems starting with software version 4.2.



ZT-D TELEPHONE (Fig. 3)

Section 8 – Digital Doorphone User Guide

ADIX APS

DIGITAL DOORPHONES

Digital Doorphones (shown in Fig. 4) provide an economical and simple method to allow visitors to make an intercom call to gain entrance to your building.

Operation

To place a call from a Digital Doorphone:

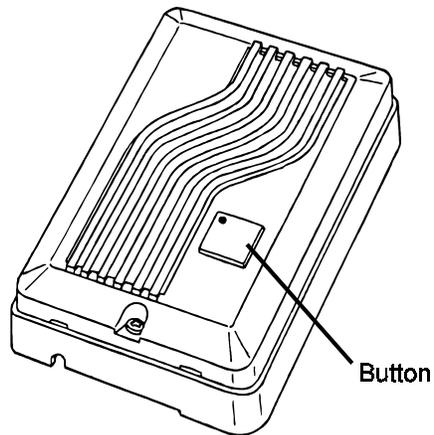
- ☞ Press and release the button on the Digital Doorphone, you will hear a ringing tone and the lamp on the button will change from red to green
- ☞ Wait for an answer
- ☞ Announce yourself

To call a Digital Doorphone:

- ☞ Lift the receiver
- ☞ Dial the assigned extension number

Or

- ☞ Press the DSS button assigned for the desired Digital Doorphone
- ☞ Make an announcement



DIGITAL DOORPHONE (Fig. 4)

**Section 9 –
Direct Inward
System Access (DISA)
User Guide**

ADIX APS

DIRECT INWARD SYSTEM ACCESS (DISA)

Direct Inward Dial Access (DISA) allows an external caller to access ADIX APS intercom dial tone by dialing the phone number of an outside line that is dedicated for DISA. DISA gives the external caller the ability to make intercom, hunt group and external calls, the ability to forward calls, and also have access to the paging system. The feature operations for DISA calls are the same as those for the Single Line Telephone. Use of certain DISA features require a security password to control abuse. The password may be six digits in length. External calls and paging access require the use of a password.

Operation

When ADIX APS answers the call, the caller will hear either a message or a special DISA dial tone.

To interrupt the message:

- ☞ Press **# #** and you will hear DISA dial tone

To make an intercom or hunt group call:

- ☞ Press **# #** and you will hear DISA dial tone
- ☞ Dial the desired extension number or hunt group access code

To have access to all DISA features:

- ☞ Press **# #** and you will hear DISA dial tone
- ☞ Dial *****
- ☞ Dial the assigned password and you will have the calling capabilities assigned to the DISA line

Or

- ☞ Dial an extension number followed by that extension's Station Restriction Password and you will have the same calling capabilities as that extension
- ☞ Wait for the intercom dial tone
- ☞ Dial the desired extension number, hunt group access code, paging access code or outside line access code and phone number

To register a flash to make another call:

- ☞ Dial **# #**
- ☞ Once an outside call has been made, another call may not be placed.

To access an outside line through DISA using an account code:

- ☞ Press **# #** and you will hear DISA dial tone
- ☞ Dial *****
- ☞ Dial an extension number followed by that extension's Station Restriction Password and you will have the same calling capabilities as that extension
- ☞ Wait for the intercom dial tone
- ☞ Dial *** ***
- ☞ Enter the account code
- ☞ Dial *****
- ☞ Wait for the intercom dial tone
- ☞ Dial the desired outside line access code and phone number

To set forward via DIRECT INWARD SYSTEM ACCESS (DISA):

- ☞ Press **# #** and you will hear DISA dial tone
- ☞ Dial *****
- ☞ Dial an extension number followed by that extension's Station Restriction Password and you will have the same calling capabilities as that extension
- ☞ Wait for the intercom dial tone
- ☞ Enter the Call Forward Code **5 2 2**
- ☞ Enter the Call Type you wish to forward
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Enter the Flexible Call Forward Mode
 - 1 = All calls to another extension or hunt group
 - 2 = Busy/No Answer calls to another extension or hunt group
 - 3 = No Answer calls to another extension or hunt group
 - 4 = All Calls forward to an external number (using Personal Speed Dial Codes 90-99)
- ☞ Do one of the following
 - If you chose Mode 1,2, or 3, enter the extension or hunt group number
 - If you chose Mode 4, enter the Personal Speed Dial Code (90-99)
- ☞ Dial **#**
- ☞ Wait for a confirmation tone
- ☞ Hang up

To cancel via DIRECT INWARD SYSTEM ACCESS (DISA)

- ☞ Press **# #** and you will hear DISA dial tone
- ☞ Dial *****
- ☞ Dial an extension number followed by that extension's Station Restriction Password and you will have the same calling capabilities as that extension
- ☞ Wait for the intercom dial tone
- ☞ Enter the Call Forward Code **5 2 2**
- ☞ Press **5 0 1**
- ☞ Enter the Call Type number you wish to cancel
 - 1 = All calls (CO/Intercom)
 - 2 = CO calls only
 - 3 = Intercom calls only
- ☞ Wait for a confirmation tone
- ☞ Hang up

**Section 10 –
Hospitality Features
User Guide**

ADIX APS

HOSPITALITY FEATURES

The ADIX APS software has been designed to include features that are specific to the Hotel/Motel industry. These features include Intercom Call Restriction, Message Waiting notification, Room Status indication and Wake-Up Call. Each feature is described below with the procedure for its operation.

911 SUPPORT

At default, ADIX APS is programmed to automatically contact your local Public Safety Answering Point (PSAP) when 911 is dialed. In addition, ADIX APS is one of the only system that supports Enhanced 911 Service. Enhanced 911 Service ensures that when 911 is dialed from a system extension, information that allows the PSAP to identify the caller's location in a building is sent to the PSAP along with the call. Check with your system installer or Authorized Iwatsu Distributor to make sure your system is programmed for Enhanced 911 Service.

Operation

From an outside or inside line:

- ☞ Go off-hook.
- ☞ Dial 911

You will be connected to your local Public Safety Answering Point (PSAP).

INTERCOM CALL RESTRICTION

ADIX APS may be programmed to restrict guest rooms from calling each other to eliminate prank calls. Guests may still make intercom calls to the Hotel/Motel's administrative extensions.

Operation

- ☞ None

MESSAGE WAITING CONTROL

Allows you to inform a guest that there is a message waiting for them by lighting a Message Waiting Lamp on the phone in their room. This operation allows you to send a message without having the phone ring.

Operation

To turn Message Waiting on:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Message Waiting Control button **MSG CTRL**
- ☞ Dial the guest room extension number
- ☞ Press the Connect button **CNCT** to leave a message
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To cancel Message Waiting:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Message Waiting Control button **MSG CTRL**
- ☞ Dial the guest room extension number
- ☞ Press the Release button **RLS** to cancel a message
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To reply to a message from a guest room:

- ☞ Lift the receiver
- ☞ Wait for dial tone
- ☞ Dial the extension number for the operator or message center

ROOM STATUS

The buttons on a Direct Station Selection Unit (DSS) may be programmed to inform you of the status of your guest rooms. There are nine status indications:

- VACANT-READY (CLEANING CONFIRMED)
- VACANT-TO BE CLEANED
- VACANT-CLEANED

- OCCUPIED (IN ROOM)-READY (CLEANING CONFIRMED)
- OCCUPIED (IN ROOM)-TO BE CLEANED
- OCCUPIED (IN ROOM)-CLEANED

- OCCUPIED (OUT OF ROOM)-READY (CLEANING CONFIRMED)
- OCCUPIED (OUT OF ROOM)-TO BE CLEANED
- OCCUPIED (OUT OF ROOM)-CLEANED

When the status of a guest room is changed from the OCCUPIED (IN ROOM) status category to another category the guest room phone will be restricted.

The maid may change the status of the guest room from TO BE CLEANED to CLEANED by dialing a code from the guest room phone. The supervisor, after inspection of the cleaning, may change the status of the guest room from CLEANED to READY (CLEANING CONFIRMED) by dialing a code from the guest room phone.

Operation

To change the status of a guest room from the DSS:

- ☞ Press the button on the DSS representing the guest room to have its status changed
- ☞ Press the button representing the desired Room Status and the lamp on that button will change to represent the new status

Room Status	Button Lamp	Call Externally
Vacant-Ready	off	no
Vacant-To Be Cleaned	red-fast flash	no
Vacant-Cleaned	red-slow flash	no
Occupied (In Room)-Ready	green	yes
Occupied (In Room)-To Be Cleaned	green & red-fast flash	yes
Occupied (In Room)-Cleaned	green & red-slow flash	yes
Occupied (Out of Room)-Ready	green-slow flash	no
Occupied (Out of Room)-To Be Cleaned	green-slow flash & red-fast flash	no
Occupied (Out of Room)-Cleaned	green-slow flash & red-slow flash	no

To change the status of a guest room from the guest room:

FROM TO BE CLEANED to CLEANED

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial **5 3 6**
- ☞ Wait for the confirmation tone
- ☞ Hang up

FROM TO BE CLEANED or CLEANED to READY

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial **5 3 7**
- ☞ Wait for the confirmation tone
- ☞ Hang up

WAKE-UP CALL

Allows you or a guest to enter the time that they wish to be notified that it is time to wake-up. Guests are notified by having their phone ring five minutes prior to the time that was set. If there is not an answer to the first attempt, ADIX APS will call the guest room at the time set.

The guest room phone will ring five times. When the receiver is lifted the guest has the option of hearing Music On Hold or either a prerecorded or customized message if the system is equipped with the Message Card and associated hardware.

Operation

To set a wake-up time from the Attendant Position:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Wake-Up Call button **WAKE**
- ☞ Dial the guest room's extension number
- ☞ Wait for a confirmation tone
- ☞ Dial the wake-up time in military time **H H : M M**
- ☞ Wait for a confirmation tone
- ☞ Press the Speaker button **SPKR**

To cancel a wake-up time from the Attendant position:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Wake-Up Call button **WAKE** then dial
- ☞ Wait for a confirmation tone
- ☞ Dial the guest room extension number
- ☞ Press the Speaker button **SPKR**

To display a wake-up time from the Attendant position:

- ☞ Press the Speaker button **SPKR**
- ☞ Wait for the dial tone
- ☞ Press the Wake-Up Call button **WAKE**
- ☞ Dial the guest room extension number
- ☞ Wait for a confirmation tone and the time will be displayed
- ☞ Press the Speaker button **SPKR**

To set a wake-up call from a guest room:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Wake-Up Call code **5 2 6**
- ☞ Wait for a confirmation tone
- ☞ Dial the wake-up time in military time **HH : MM**
- ☞ Wait for a confirmation tone
- ☞ Hang up

To cancel a wake-up call from a guest room:

- ☞ Lift the receiver
- ☞ Wait for the dial tone
- ☞ Dial the Cancel code **5 0 1**
- ☞ Dial the Wake-Up Call code **5 2 6**
- ☞ Wait for a confirmation tone
- ☞ Hang up

WAKE-UP CALL REPORT

If your system is equipped with a printer you may have the status of Wake-Up Call attempts printed as they occur.

An example of the print out is below.

DATE	TIME	TEL	ANSWER
07/29	08:20	230	O

The result of the call attempt is shown under the ANSWER column.

O = call was answered, X = call was not answered.