

# AV SERIES



**Aristel** 15 Button model Keyphone

## 15 BUTTON HANDSET USER GUIDE

**Aristel networks**

NOVEMBER 2001

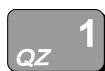
# *Key Telephone User's Guide*

**Warning!** The handset may pick up small metallic objects, such as staples, if placed face down on a surface that may contain these objects.

<b><u>Icons Used</u></b> .....	3
<b><u>01</u></b> Answering Calls .....	4
<b><u>02</u></b> Baby Monitoring Function .....	4
<b><u>03</u></b> Background Music .....	4
<b><u>04</u></b> Call Forward Function .....	4
<u>General Call Forward</u> .....	4
<u>Call Follow Me</u> .....	5
<b><u>05</u></b> Call Transfer Function .....	5
<u>Direct Transfer (Camp On)</u> .....	5
<u>Indirect Transfer</u> .....	5
<u>Quick Transfer</u> .....	5
<b><u>06</u></b> Change Intercom Call Signalling (Voice/Ring) .....	6
<b><u>07</u></b> Conference Function .....	6
<u>Three Party Conference</u> .....	6
<u>Unsupervised Conference</u> .....	6
<b><u>08</u></b> Date and Time setting .....	6
<b><u>09</u></b> Day/Night Transfer .....	7
<u>Auto/Manual Mode Switching</u> (Console Only Operation) .....	7
<u>Manual Night Switching</u> (Console Only Operation).....	7
<b><u>10</u></b> Do Not Disturb Function.....	7
<b><u>11</u></b> Door Phone Function.....	7
<u>Call Door Phone</u> .....	7
<u>Door Lock Release</u> .....	7
<b><u>12</u></b> Fire Alarm Off Function (Console Only Operation) .....	7
<b><u>13</u></b> Forced Account Code/s .....	7
<b><u>14</u></b> Non Forced Account Code/s.....	8
<b><u>15</u></b> Handsfree Function (Handsfree Only).....	8
<b><u>16</u></b> Hold Call Function.....	8
<u>Normal Call Hold</u> .....	8
<u>Exclusive Call Hold</u> .....	8
<u>Retrieve Normal Call From Hold</u> .....	8
<u>Retrieve Exclusive Call From Hold</u> .....	8
<b><u>17</u></b> Individual Alarm/Morning Call .....	9
<u>Individual Station Alarm</u> .....	9
<u>Own Station Alarm</u> (Not Available Non Display Models) .....	9
<b><u>18</u></b> Date/Time Setting (Console Only Operation) .....	10
<b><u>19</u></b> Intercom Call .....	10
<u>Normal Call</u> .....	10

	<a href="#"><u>Call Operator</u></a> .....	9
<b><u>20</u></b>	<b>Lock/Unlock Your Phone</b> .....	10
	<a href="#"><u>Lock/Unlock</u></a> .....	10
	<a href="#"><u>Temporary Unlock</u></a> .....	10
<b><u>21</u></b>	<b>Message Text (Absent Message)</b> .....	10
<b><u>22</u></b>	<b>Mute Function</b> .....	11
<b><u>23</u></b>	<b>Outgoing Call</b> .....	11
	<a href="#"><u>Individual CO Access</u></a> .....	11
	<a href="#"><u>Automatic CO Access</u></a> .....	11
<b><u>24</u></b>	<b>Paging Function</b> .....	11
	<a href="#"><u>General Paging</u></a> .....	11
	<a href="#"><u>Quick Paging</u></a> .....	12
	<a href="#"><u>Page Answering</u></a> .....	12
<b><u>25</u></b>	<b>Pick Up Function</b> .....	12
	<a href="#"><u>General Pick Up</u></a> .....	12
	<a href="#"><u>Quick Pick Up</u></a> .....	12
<b><u>26</u></b>	<b>Re-dial Function</b> .....	12
	Last Number Re-dial .....	12
<b><u>27</u></b>	<b>Auto Re-dial Function</b> .....	12
	<a href="#"><u>To Store Numbers</u></a> .....	12
	<a href="#"><u>Auto Re-try Of Busy Number</u></a> .....	13
	<a href="#"><u>To Auto Re-dial Stored Numbers</u></a> .....	13
<b><u>28</u></b>	<b>Release The Call</b> .....	13
	<a href="#"><u>With Handset</u></a> .....	13
	<a href="#"><u>Handsfree</u></a> .....	13
	<a href="#"><u>Flash Function</u></a> (For External Call Only) .....	13
<b><u>29</u></b>	<b>Ring Volume Frequency</b> .....	13
<b><u>30</u></b>	<b>Speed Dial Function</b> .....	14
	<a href="#"><u>System Speed Dial Programming</u></a> (Console Only Operation) .....	14
	<a href="#"><u>Personal Speed Dial Programming</u></a> (From Individual Handset) .....	14
	<a href="#"><u>System Speed Dial Operation</u></a> .....	15
	<a href="#"><u>Personal Name Speed Dialling</u></a> .....	15
	<a href="#"><u>Name Speed Dialling</u></a> (Console Only Operation) .....	15
<b><u>31</u></b>	<b>Station Operation Help List (Display Phone Only)</b> .....	15
<b><u>32</u></b>	<b>Toll Code Password (Display Phone Only)</b> .....	15
<b><u>33</u></b>	<b>Volume Control Function</b> .....	15
	<a href="#"><u>Dynamic Operation</u></a> - Volume .....	15
	<a href="#"><u>Static Operation</u></a> - Volume/Frequency .....	16
<b><u>34</u></b>	<b>Power Fail warning notice</b> .....	17

## ■ Icons Used:



: Press digit [1].



: Press digit [2].



: Press digit [3].



: Press digit [4].



: Press digit [5].



: Press digit [6].



: Press digit [7].



: Press digit [8].



: Press digit [9].



: Press digit [0].



: Press digit [\*].



: Press digit [#].



: Enter numbers.



: Press [FUNC] key.



: Press [SPK] Button.



: Press [VOL] Key.



: Press [REDIAL] Button.



: Press [SPD] Key.



: Press [TRF/FL] Button.



: Press [HOLD] Key.



**DSS FN**: Press [DSS Function] Key.



**CO.** : Press [DSS CO line] Key



**ST.** : Press [DSS Station] Key.



**AT/MIC** :Microphone On/Off.



**SAVE** : Press [SAVE] Key.



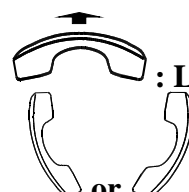
**FAC** :Forced Account Code Key.



: Hang Up or On Hook.



: Station (Key Phone or SLT) during ringing.



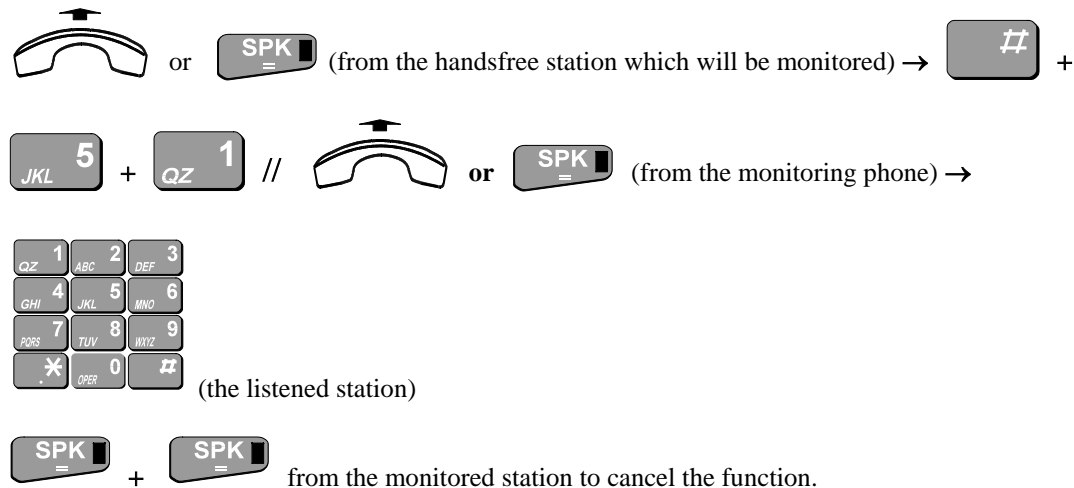
: Lift Handset or Off Hook.

: During Conversation or on talking.

## 01 Answering Calls



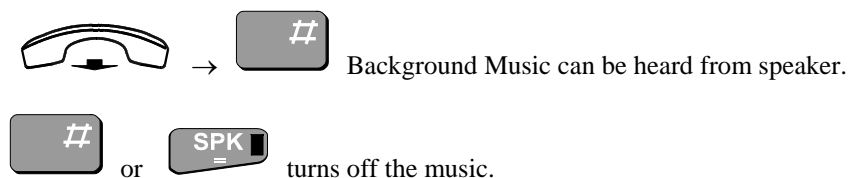
## 02 Baby Monitoring Function



**Note:**

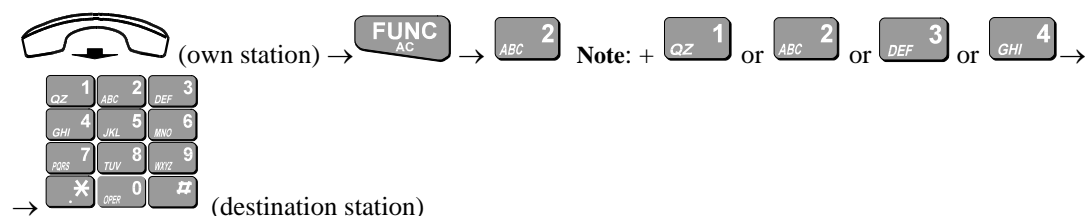
1. Once the function is enabled the monitoring station's microphone will be turned on. When it is called it will not ring but the calling station will hear any activity in the immediate area.
2. The monitoring station's microphone is activated when the function is initiated.

## 03 Background Music



## 04 Call Forward Function

### Method 1: General Call Forward



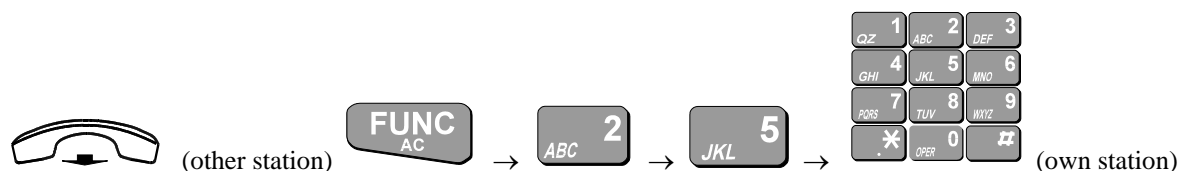
**Note:**

[FUNC] [2] + [1]:	Calls Forward All.
[FUNC] [2] + [2]:	Call Forward Busy.
[FUNC] [2] + [3]:	Call Forward No Answer.
[FUNC] [2] + [4]:	Call Forward Busy No Answer.
[FUNC] [2] + [6]:	Call Forward All to External Individual Speed Dial Number.

**To cancel the function:**

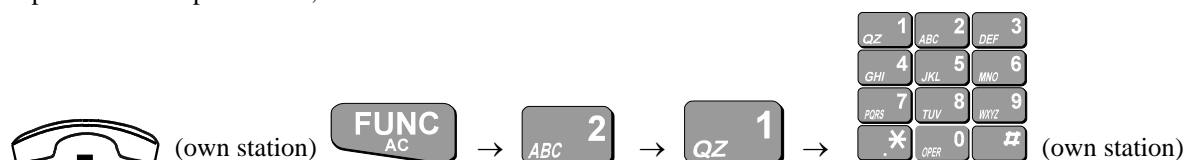
Repeat the same procedures but replace the destination station number with own station number.

## Method 2: Call Follow Me



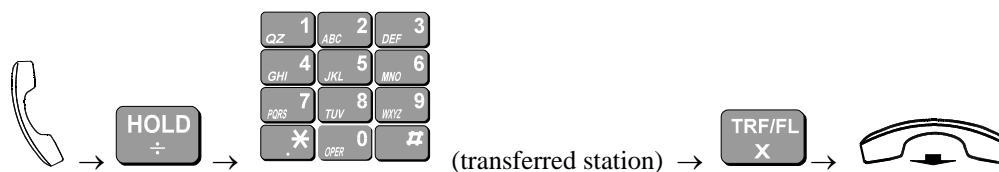
## To Cancel the function:

Repeat the above procedures, or

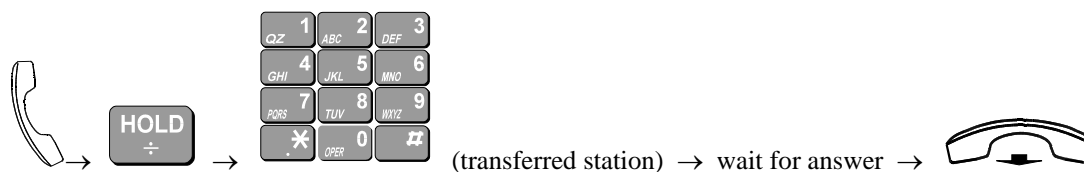


## 05 Call Transfer Function

### Method 1: Direct Transfer (Camp On)

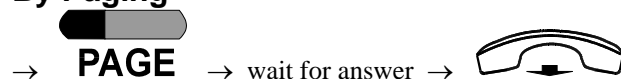


### Method 2: Indirect Transfer

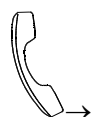


### Method 3: Quick Transfer

#### By Paging



#### By DSS (Direct Station Selection) Key



Note: For example, Station/Extension 11~18 Direct One Touch Operation.

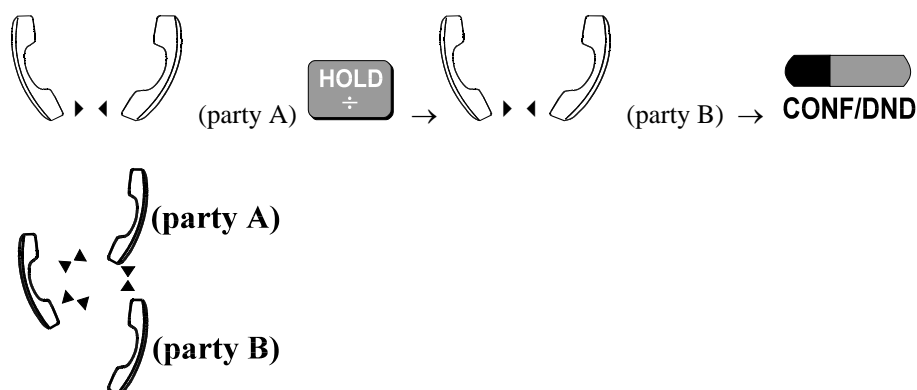
## 06 Change Intercom Call Signalling (Voice ~ Ring or Ring ~ Voice)



during intercom call

## 07 Conference Function

### Method 1: Three Party Conference



**Note:** Internal parties must be off hook.

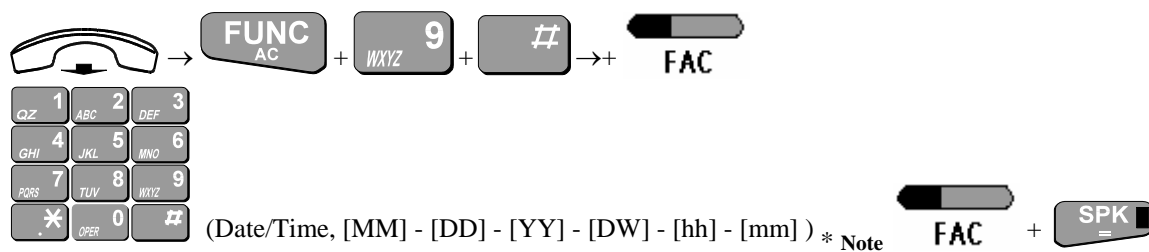
### Method 2: Unsupervised Conference



**Note:**

1. During unsupervised external conference, the outside parties will have a three minute limit on conversation. Pressing an numerical digit when the 3 minute limitation warning tone is heard will increase this limit by 3 minutes.
2. By accessing the engaged conference line and pressing [CONF] again, the Operator can retrieve the Unsupervised Conference.

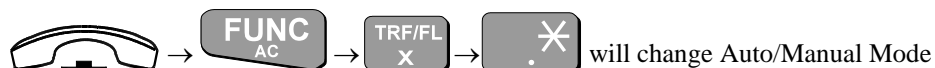
## 08 Date and Time setting (Console Only Operation)



**Note:** [MM] = Month = 01 ~ 12      [DD] = Day = 01 ~ 31  
 [YY] = Year = 00 ~ 99      [DW] = Day of Week = 01 ~ 07 (01 = Monday)  
 [hh] = Hour = 00 ~ 23      [mm] = Minutes = 00 ~ 59

## 09 Day/Night Transfer

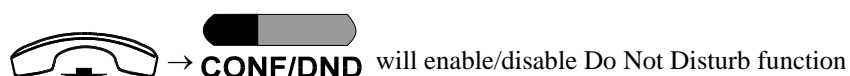
### Method 1: Auto/Manual Mode Switching (Console Only)



### Method 2: Manual Night Switching (Console Only)



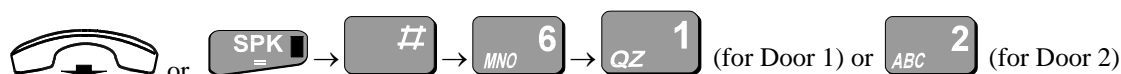
## 10 Do Not Disturb Function



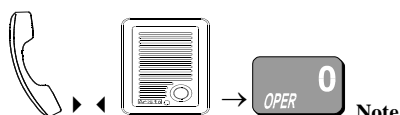
**Note:** Once Do Not Disturb is enabled **CONF/DND** LED will flash. 250ms ON/250ms OFF

## 11 Door Phone Function

### Call Door Phone

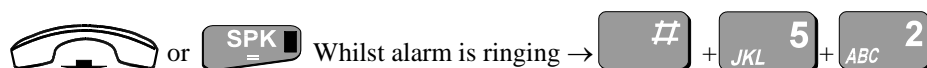


### Door Lock Release

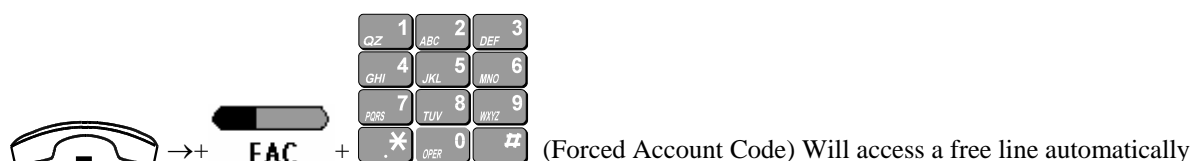


**Note:** Must be on door phone call to operate.

## 12 Fire Alarm Off Function (Console Only)



## 13 Forced Account Code/s







## 14 Non Enforced Account Code/s

Refer to System Administrator's Manual for programming details.

During call press  **SAVE** → Message Wait → Account Number →  **SAVE**

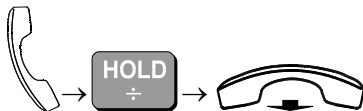
## 15 Handsfree Function (Handsfree Only)

 on handsfree telephone →  **AT/MIC** LED on continuously

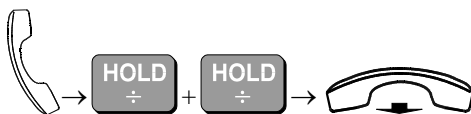
Provides automatic answer of internal calls

## 16 Hold Call Function

### Normal Call Hold

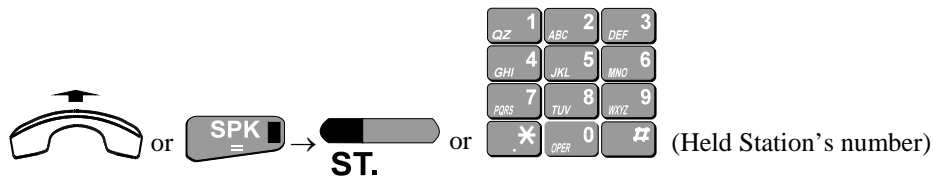


### Exclusive Call Hold

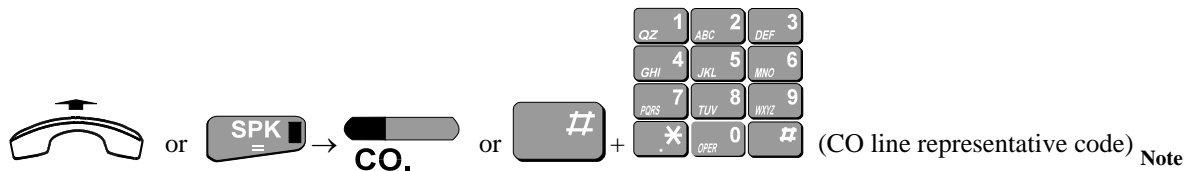


### Retrieve Normal Call From Hold

#### Internal Call

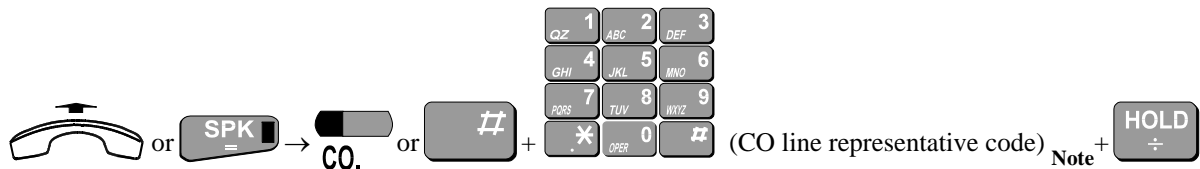


#### External Call



### Retrieve Exclusive Call From Hold (From Another Station)

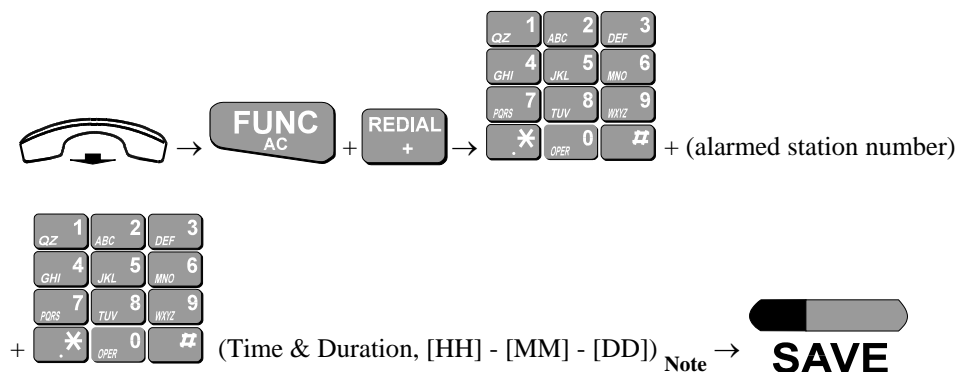
#### External Call



<b>Note:</b>	AV-8	=	401 ~ 403
	AV-16H	=	401 ~ 408
	AV-80	=	401 ~ 420
	AV-256	=	401 ~ 440

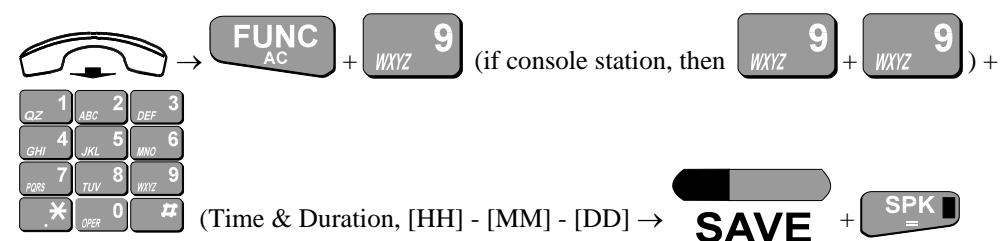
## 17 Individual Alarm/Morning Call

### Method 1: Individual Station Alarm

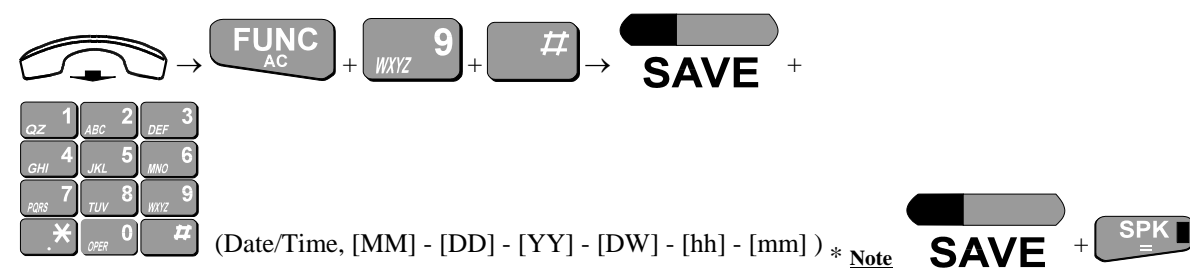


<b>Note:</b>	[HH]	=	Hour	=	00 ~ 23
	[MM]	=	Minute	=	00 ~ 59

### Method 2: Own Station Alarm (Not Available Non Display Models)



## 18 Date/Time Setting (Console Only)



<b>Note:</b>	[MM] = Month = 01 ~ 12	[DD] = Day = 01 ~ 31
	[YY] = Year = 00 ~ 99	[DW] = Day of Week = 01 ~ 07 (01 = Monday)
	[hh] = Hour = 00 ~ 23	[mm] = Minutes = 00 ~ 59

## 19 Intercom Call

### Method 1: Normal Call



## Method 2: Call Operator

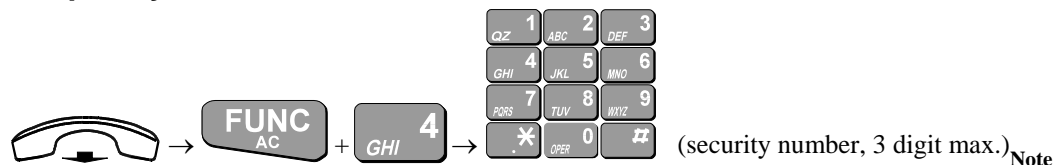


## 20 Lock/Unlock Your Phone

### Lock/Unlock



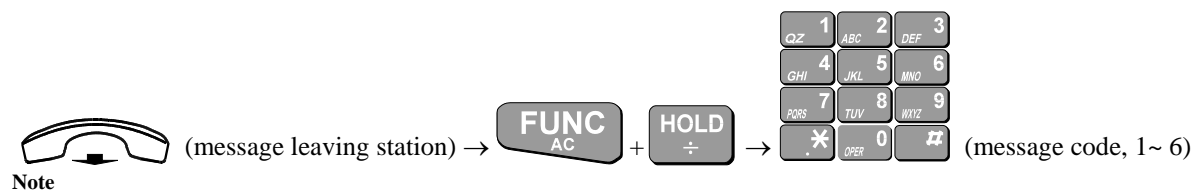
### Temporary Unlock



**Note:** Will automatically access CO line for one (1) call only

## 21 Message Text (Absent Message)

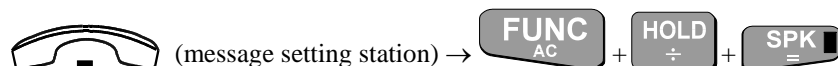
### To Enable



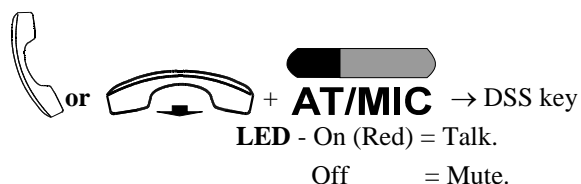
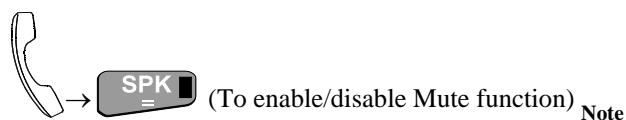
<b>Note:</b> Message Text 1 --- > Do Not Disturb	Message Text 2 --- > At Lunch
Message Text 3 --- > Will Be Back	Message Text 4 --- > Call
Message Text 5 --- > Vacation	Message Text 6 --- > Business Trip

→ **SAVE** (Callers [with display phone] to a message set station will see message displayed)

### To Disable



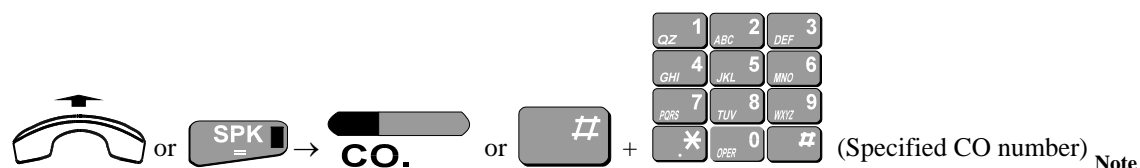
## 22 Mute Function



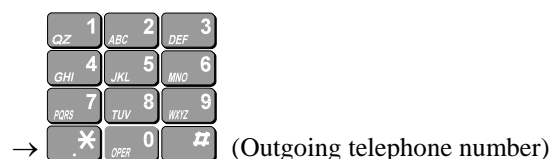
**Note:** Enable = Disconnects microphone  
Disable = Restores microphone

## 23 Outgoing Call

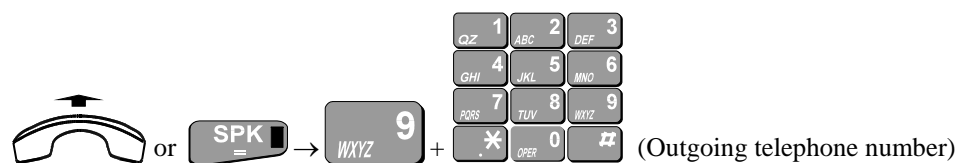
### Method 1: Individual CO Access



**Note:** AV-8 = 401 ~ 403  
AV-16H = 401 ~ 408  
AV-80 = 401 ~ 420  
AV-256 = 401 ~ 440

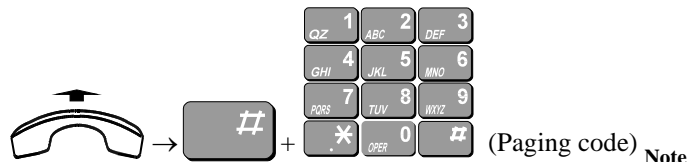


### Method 2: Automatic CO Access



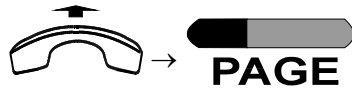
## 24 Paging Function

### Method 1: General Paging



**Note:** Code = 0 ---> All Internal and External Zone Paging  
 Code = 1 ---> All Internal Zone Paging  
 Code = 2 ---> 2 + Internal Zone Number [1 ~ 8]  
 Code = 3 ---> 3 + External Zone Number [1 ~ 8]

## Method 2: Quick Paging

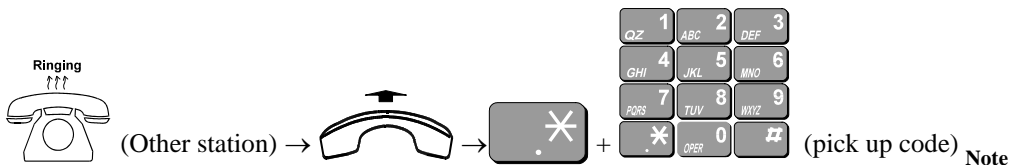


## Page Answering



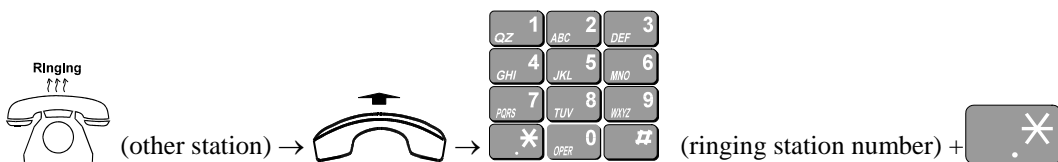
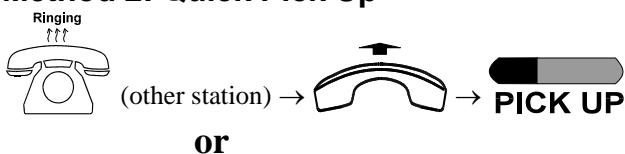
## 25 Pick Up Function

### Method 1: General Pick Up



**Note:** Code = 0 ---> All Zone Pick Up.  
 Code = 1 ---> Own Zone Pick Up.  
 Code = 2 ---> 2 + Station Zone Number [1 ~ 8]  
 Code = 3 ---> 3 + Ringing Station Number [for Station Pick Up]

## Method 2: Quick Pick Up



## 26 Re-dial Function

### Last Number Re-dial



## 27 Re-dial - Auto

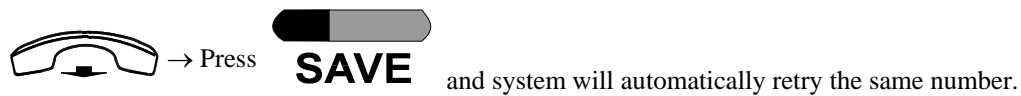
## To Store Numbers Note 1.

**Note:** Refer to Programming Manual for programming of DSS key to Store Numbers function.



If the called party does not answer, press DSS key programmed as SAVE (Auto Save will show on display handsets). A maximum of five (5) telephone numbers can be stored.

## Re-Try Of Busy Number - Auto



## To Auto Re-dial Stored Numbers

Refer to Programming Manual for programming of DSS key for Auto Red-dial Stored Number function.



Press the DSS key programmed for Auto Re-dial of stored numbers. The numbers will be re-dialled in order until a connection is made or the pre-programmed number of attempts has been reached.

## 28 Release The Call

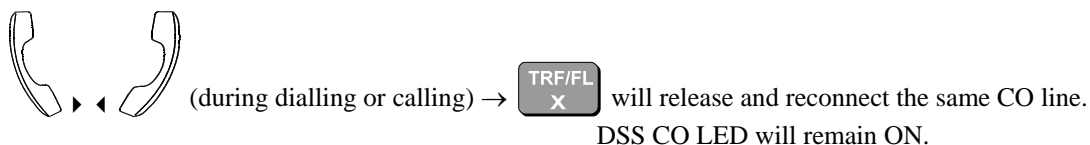
### With Handset



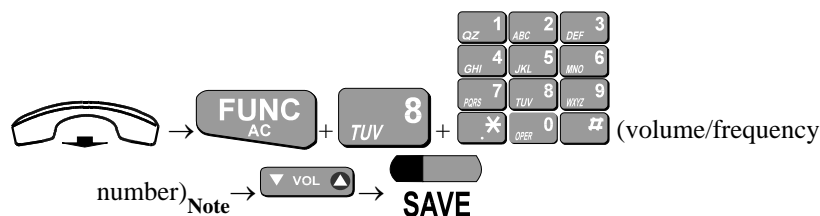
### Handsfree



### Flash Function (For External Call Only)



## 29 Ring Volume/Frequency

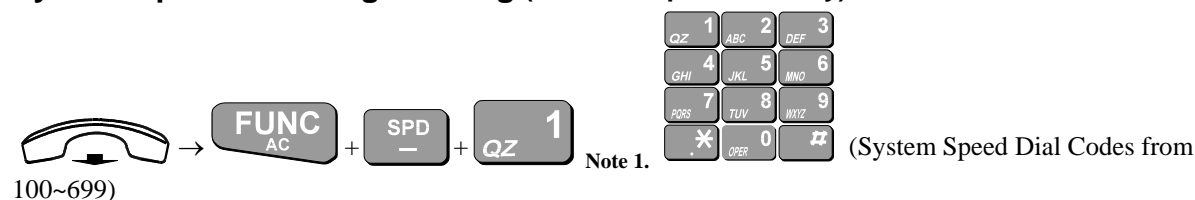


( ▼ reduce volume or select frequencies, ▲ increase volume or select frequencies.)

**Note:** 1 = For Ringing Volume Level Selection  
4 = For Ringing Frequency Selection. There are nine (9) different ringing frequencies

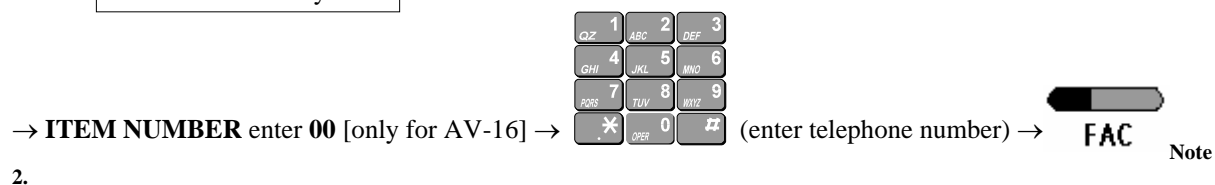
## 30 Speed Dial Function

### System Speed Dial Programming (Console Operation Only)



(Dependent upon System Programming)

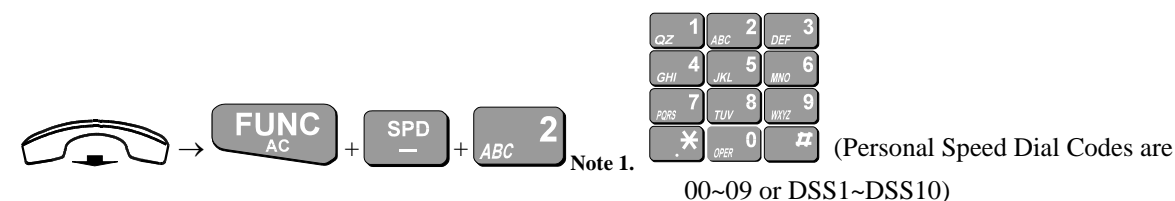
**Note 1:** Dial 1 = System.



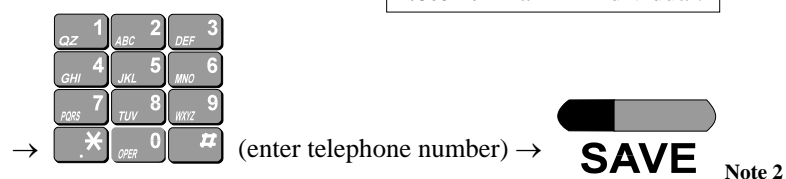
2.

**Note 2:** Enter number via keypad (if enabled in System Programming) and save using the FAC key. After saving, system is now ready for entering telephone number for next Speed Dial Code.

### Personal Speed Dial Programming (From Individual Handset)

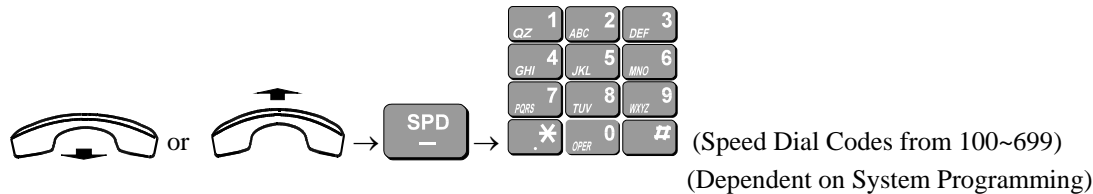


**Note 1:** Dial 2 = Individual.

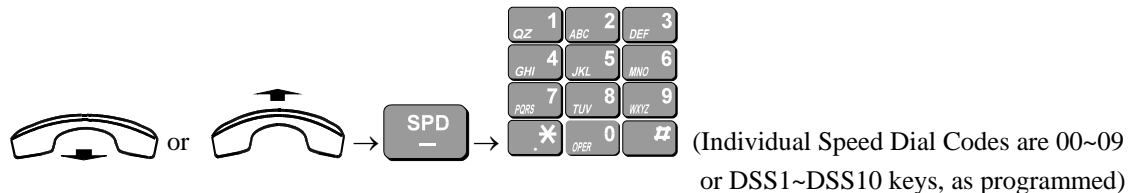


**Note 2:** Enter number via keypad (if enabled in System Programming) then SAVE. After **SAVE**, system is now ready for entering telephone number for next Speed Dial Code.

## System Speed Dial Operation



## Personal Speed Dial Operation



## Name Speed Dialling (Console Only Operation)

Refer to Site Administrators Manual

**Step 1.** On hook

**Step 2.** Press [DSS key programmed for Name Speed Dial] + [S] Dial 1, 2 or 3.

**Note:** S = Selecting Code = 0~3

S = Dial 1 [ ] for System Speed Dial

S = Dial 2 [ ] for Individual Speed Dial

S = Dial 3 [ ] for Station Name

If System Programming Zone 227 = 0,  
then only Station Name can be done.

**Step 3.** Enter the first character of the name.

**Step 4.** Press [DSS1] to confirm entry.

**Step 5.** Press [DSS1] to search backwards, press [DSS2] to search forward.

**Step 6.** When the desired name is selected, press [SPK] to run Name SPD function

## 31 Station Operation Help List (Display Phone Only)



Pressing when Station Operation Function name is displayed,  
will operate the same Station Operation Function.

## 32 Toll Code Password

**Step 1.** (from LCD Key Phone) → Select a free C.O. line

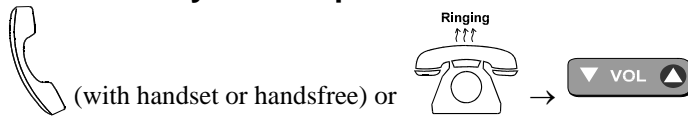
**Step 2.** + + + Password for Toll Code +

**Step 3.** Dial the telephone number required.

## 33 Volume Control Function

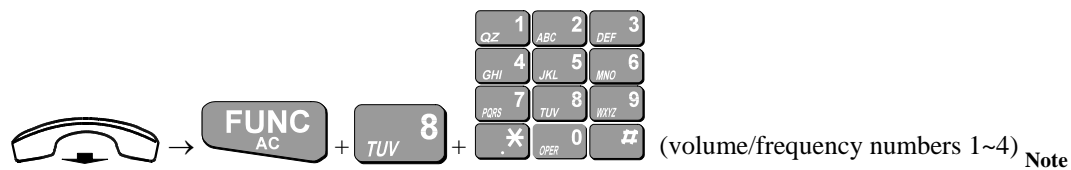


## Method 1: Dynamic Operation - Volume



(▼ reduce volume, ▲ increase volume. Eight (8) volume levels are available.)

## Method 2: Static Operation - Volume/Frequency



**Note:** 1 = For Ringing Volume Level Selection  
2 = For Speaker Volume Level Selection  
3 = For Handset Volume Level Selection  
4 = For Ringing Frequency Selection.  
There are nine (9) different Ringing Frequencies



(▼ reduce volume or select frequencies, ▲ increase volume or select frequencies.)

# Aristel Networks Pty. Ltd.

## **POWER-FAIL EMERGENCY CALLS**

Please note that under Power-Fail (no 240V mains supply) conditions, the system is completely non-operational. Power-Fail conditions result in the system being incapable of receiving or making any calls. However, if you require full or partial system operation during Power-Fail conditions, there are three options available.

1. An emergency Power-Fail backup battery can be installed (at initial installation or at a later date). The Aristel battery backup set will allow the telephone system to operate with full capability and functions for approximately 4~8 hours. This time will vary depending on the system capacity, features installed and the amount of calls on the system during the Power-Fail period. The Aristel backup battery is constantly charged by the telephone system and (assuming that your battery is fully charged) there will be no service interruption during the change over from Mains supply to backup battery supply.
2. Power-Fail phones can be connected/installed to the system. In the event of a 240V power failure, these phones can be used to receive and make calls. In general, only certain lines will be available for answering incoming and making out going calls during the power-fail period. Depending which AV system you have and how many/which “power-fail phones” are connected, you may have one or several operating phones on selected lines during Power-Fail.
3. An “Uninterruptible Power Supply” (UPS) can be fitted to the system. This is a power source that is fed by the 240V mains and in turn feeds manufactured 240V power to the telephone system. It also stores power in a battery for use during Power-Fail periods. The battery is then used to supply the telephone system with 240V manufactured by the UPS itself. This will give full operation for a limited time only. A UPS can be also used to power computers, alarms, etc. during power-fail periods. The period of time that a UPS will operate for is dependant on the number of devices being fed with power. A UPS can supply power for periods from five minutes to several hours.

**See your Aristel dealer for further details on these options, or contact Aristel Networks on 03 8542 2300 during business hours.**