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Your Telecom Solution! 512.468.8392

Adding / Removing a Line to your phone

IMPORTANT: PRIOR TO ADDING OR REMOVING A LINE TO YOUR PHONE, YOU MUST KNOW WHAT THE SYSTEM LINE NUMBER IS. PLEASE ASK YOUR INSTALLER THE SYSTEM LINE NUMBER PRIOR TO PROCEEDING.

To enter a programming session, follow the next few simple steps:

1) Press FEATURE * * 2 6 6 3 4 4

2) Enter Password: 2 6 6 3 4 4

Display will read: "**Terminals & Sets**"

Using the navigation keys, as displayed below, follow the next simple steps:



3) Press: *SHOW*

Display will read: "**Show set: __**"

4) Enter the Extension number of which you wish to add a line.

5) Press: *SHOW*

Display will read: "**Line access**"

6) Press: *SHOW*

Display will read: "**Line assignment**"

7) Press: *SHOW*

Display will read: "**Show line**"

8) Enter the **LINE NUMBER** you wish to add to your Extension.

Display will read: "**L###: not assigned**"

9a) TO ADD A LINE: Press the **CHANGE** softkey until it the display reads "**Appear Only**" or "**Appear & ring**".

9b) TO REMOVE A LINE: Press the **CHANGE** softkey until it the display reads "**unassigned**"

TO ADD / REMOVE ADDITIONAL LINES, PRESS *NEXT* UNTIL THE LINE NUMBER YOU NEED TO ADD / REMOVE IS DISPLAYED. REPEAT STEP 9)

To end your programming session, Press the RLS key

Congratulations! You now have learned to program a LINE on your phone!