

***Section 3***  
***User Programming***  
***(Manager Programming)***

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## 3.1

# *Programming Instructions*

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## *General Programming Instructions*

User Programming (Manager Programming) allows you, the proprietary telephone (PT) user, to program the following features of the system from your telephone individually.

- Date and Time Set
- System Speed Dialling Number Set
- System Speed Dialling Name Set
- Extension Number Set
- Extension Name Set
- Flexible CO Button Assignment
- Operator / Manager Extension Assignment – Day / Night
- DSS Console Port and Paired Telephone Assignment
- Absent Messages
- Quick Dial Number Set
- Budget Management
- Charge Margin and Tax Rate
- ISDN Extension Number Set
- ISDN Extension Name Set
- Budget Management on ISDN Port
- Charge Rate Fractional Point Assignment
- Charge Rate Assignment
- TD286 Extension Number Set
- TD286 Extension Name Set
- Budget Management on TD286 Port
- Doorphone FWD Day / Night

To program, you need to switch your telephone to the User Programming mode. During the programming mode, your telephone is put in a busy condition to outside caller. If you want to make a normal call handling operation, you should finish the programming mode.

### *Default Setting*

This system has a default factory setting. Any required changes can be written on “Programming Tables.”

### *Required Telephone Set*

One of the following telephone sets is required for User Programming (Manager Programming):

- Proprietary Telephone (PT): KX-T7436 / KX-T7433 / KX-T7235 / KX-T7230

## 3.1

# Programming Instructions

### *Soft Buttons and SHIFT Button on the Display PT*

Three soft buttons are provided just below the display on the display Proprietary Telephones (PT). The functions of these soft buttons vary as the programming procedures advance from step to step. Those functions that are currently assigned to the buttons are shown on the lower line of the display. If the **SHIFT** button indicator is on, two functions are available with each soft button. To alternate between the two functions, press the **SHIFT** button on the right side of the display.

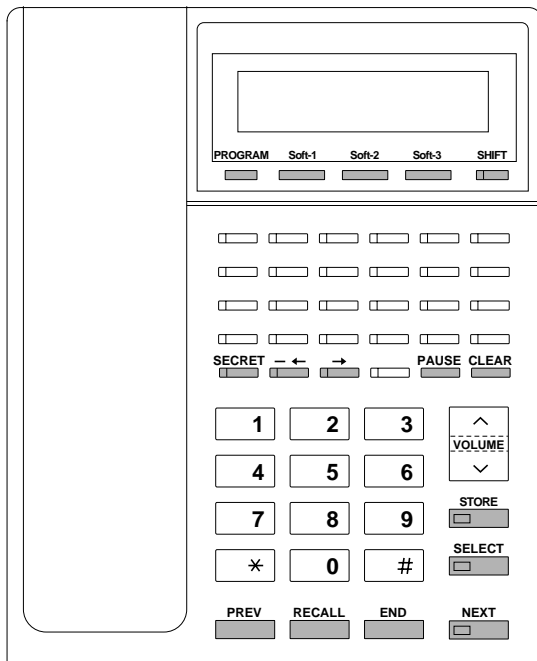
### *Using the Overlay*

A programming overlay is packed with the main unit at the factory.

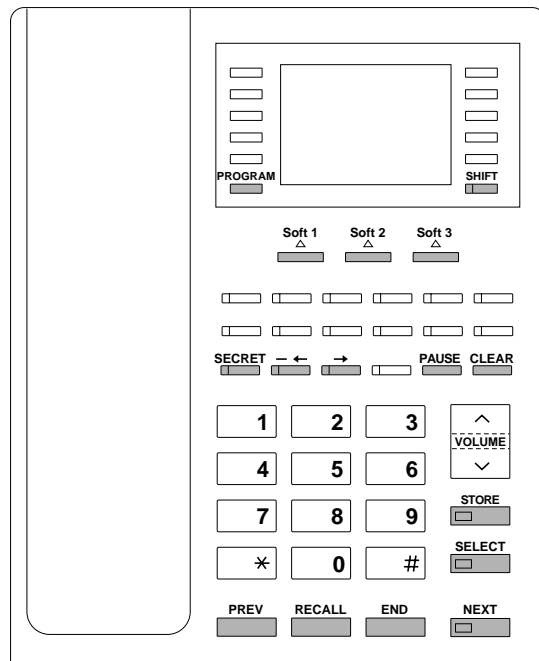
This overlay should be used at all times while in programming mode since the functions of the telephone keys change while in programming mode.

### *Location of Controls with the Overlay*

The pictures below show the functions of the buttons of the KX-T7235 and KX-T7230 while in programming mode.



**KX-T7230**



**KX-T7235**

For **KX-T7436 / KX-T7433**, please refer to the “1.1 Configuration” in this manual.

### *Before entering the programming mode*

Before entering programming mode, confirm that:

- Your telephone is on-hook.
- No calls are on hold at your telephone.

## 3.1

# *Programming Instructions*

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### *Entering the programming mode*

To enter the User Programming (Manager Programming) mode:

Press **PROGRAM** + \* + \* + **User Password (default:1234)**

- The display shows the Initial Message: USR-PGM NO? ->

#### **Notes:**

- If nothing is entered in five seconds after the **PROGRAM** button is pressed, it is cancelled.
- During the programming mode, your extension is treated as a busy extension.
- Only one proprietary telephone can be in programming mode at any one time.
- The User Password is not shown on the display. The password can be changed by System Programming.

### *Programming References*

- System Programming — Installation Manual  
[120] User Password

In this section, programs [000] through [004] are described. Please refer to the Installation Manual or consult your dealer when you need to change the following programs:

- [005] Flexible CO Button Assignment
- [006] Operator / Manager Extension Assignment – Day / Night
- [007] DSS Console Port and Paired Telephone Assignment
- [008] Absent Messages
- [009] Quick Dial Number Set
- [010] Budget Management
- [011] Charge Margin and Tax Rate
- [012] ISDN Extension Number Set
- [013] ISDN Extension Name Set
- [014] Budget Management on ISDN Port
- [015] Charge Rate Fractional Point Assignment
- [016] Charge Rate Assignment
- [017] TD286 Extension Number Set
- [018] TD286 Extension Name Set
- [019] Budget Management on TD286 Port
- [021] Doorphone Call Forwarding — Day
- [022] Doorphone Call Forwarding — Night

## 3.1

# Programming Instructions

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## Programming Ways

### Advancing to the next stage

When “USR-PGM NO?->” is displayed, you can select one of the following:

- To go to program [000], press the **NEXT** button.
- To go to another program, enter the 3-digit program address.

### Rotation of jack number

Each jack of our Digital Super Hybrid System supports the connection of a proprietary telephone and an analog device with different extension numbers (eXtra Device Port: XDP function).

To program this function it is necessary to assign two parts for each jack. The first part of jack one is 01-1. The second part of jack one is 01-2. The first part of jack two is 02-1 and so on. The **NEXT** and **PREV** buttons can be used to move from jack to jack as required.

Example;



#### Note:

The first part of a jack is for a PT of a XDP-assigned jack. The second part is for a single line device. Program [600] “EXtra Device Port” assigns which jacks are XDP.

### Entering Characters

You can enter characters to store names for speed dial numbers, extension numbers, etc., by using the dialling key pad and the buttons.

Each of twelve dialling keys on the dialling key pad has seven characters assigned. Refer to the “Station Speed Dialling Number / Name Assignment (KX-T7436 / KX-T7433 / KX-T7235 only)” section in Section 2.2 Programming.

### Storing your data

Press **STORE** to store your data.

- The **STORE** indicator lights red and confirmation tone sounds.

#### \* Confirmation tone (one beep)

After pressing **STORE**, you will hear a beep. This informs you that your storage is completed.

#### \*Alarm tone (three beeps)

If you hear the alarm, your entry is not valid.

## 3.1

# Programming Instructions

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### *Making another selection within the same program address*

- To make the next higher selection, press **NEXT**.
- To make the previous selection, press **PREV**.
- To make a specific selection, press **SELECT** and then enter the number.

### *Going to another program address*

After pressing **STORE**, you can go to another program with either of the following two methods:

- (1) • To go to the next larger program address:  
Press **Soft 1 (SKP+)** or **VOLUME ∨ (DOWN)** or rotate **Jog Dial (counter-clockwise)**.
- To go to the next smaller program address:  
Press **SHIFT + Soft 1 (SKP-)** or **VOLUME ^ (UP)** or rotate **Jog Dial (clockwise)**.
- (2) To go to a specific program address:  
Press **END**, then enter the program address.

### *Going back to the operation mode*

There are two ways to go back to the operation mode:

- (1) Lift the handset while in programming mode.
- (2) When the Initial Message: **USR-PRG NO? ->** is displayed, press the **PROGRAM** button.  
(To display the Initial Message, press **END**.)

## 3.2 User Programming (Manager Programming) Date and Time Set

000

### NOTICE

It is assumed that you have read Section 3.1 “General Programming Instructions.” The use of the soft buttons is discussed in the section, therefore we will not make any reference to them in the following instructions. At any time the soft buttons can be used in place of the overlay keys.

#### *Description*

Sets the current data and time.

#### *Selection*

- Day: **1 through 31**
- Month: **Jan. through Dec.**
- Year: **00 through 99**
- Day of the week: **SUN / MON / TUE / WED / THU / FRI / SAT**
- Hour: **00 through 12**
- Minute: **00 through 59**
- **AM / PM**

#### *Default*

1 Jan '94 SAT 12:00 AM

#### *Programming*

1. Enter **000**.  
Display: Day/Time Set
2. Press **NEXT**.  
Display example: 1 Jan '94 SAT
3. Enter the **day**.  
To change the current entry, press **CLEAR** and the new day.
4. Press **➡**.
5. Keep pressing **SELECT** until the desired month is displayed.
6. Press **➡**.
7. Enter the **year**.  
To change the current entry, press **CLEAR** and the new year.
8. Press **➡**.
9. Keep pressing **SELECT** until the desired day of the week is displayed.
10. Press **STORE**.
11. Press **NEXT**.

Display example: 12:00 AM

12. Enter the **hour**.

To change the current entry, press **CLEAR** and the new hour.

13. Press **➡**.

14. Enter the **minute**.

To change the current entry, press **CLEAR** and the new minutes.

15. Press **➡**.

16. Press **SELECT** for AM or PM.

17. Press **STORE**.

18. Press **END**.

### *Conditions*

- After changing an entry, you can press **STORE**. You do not have to perform all of the rest of the steps.
- To go back to the previous field, press **←** at steps 4 through 9 and steps 13 through 16.
- If you hear the alarm after pressing **STORE**, check that the date is valid.
- The clock starts immediately after the **STORE** button is pressed.
- You cannot leave the entry empty.
- The time is adjusted automatically, if the first outgoing call is made after three o'clock each morning.

### *Feature References*

**Installation Manual, Section 3, Features,**  
Display, Time and Date

## 3.2 User Programming (Manager Programming) System Speed Dialling Number Set

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001

### *Description*

Used to program the System Speed Dial numbers. These numbers are available to all extension users. The stored numbers are also applied to CO Incoming Call Information Display / Log features.

### *Selection*

- Speed dial number: **000 through 499**
- Telephone number: **24 digits (max.)**

### *Default*

All speed dial numbers – Not stored

### *Programming*

1. Enter **001**.  
Display: SPD Number Set
2. Press **NEXT**.  
Display: SPD-Code?->
3. Enter a **speed dial number**.  
To enter speed dial number 000, you can also press **NEXT**.  
Display example: 000: Not Stored
4. Enter a **telephone number**.  
To delete the current entry, press **CLEAR**.  
To change the current entry, press **CLEAR** and the new number.
5. Press **STORE**.
6. To program another speed dial number, press **NEXT** or **PREV**, or **SELECT** and the desired **speed dial number**.
7. Repeat steps 4 through 6.
8. Press **END**.

### *Conditions*

- There is a maximum of 500 speed dial numbers. Each speed dial number has a maximum of 24 digits. The valid characters are **0 through 9, \*, and # keys, RECALL, PAUSE, SECRET and – (hyphen) buttons**.
  - To store the register recall signal, press **RECALL**.

**Note** : The stored recall will be in effect only during an established call.

(Refer to the Installation Manual, Section 3 “External Feature Access.”)

- To store a hyphen, press the “-” button.
- To store a pause, press **PAUSE**.  
(Refer to the Installation Manual, Section 3 “Pause Insertion, Automatic.”)
- To store the feature number to convert pulse signals to DTMF signals, press the \* # keys.  
(Refer to the Installation Manual, Section 3 “Pulse to Tone Conversion.”)
- To prevent the display of all or part of the number, press **SECRET** before and after confidential parts of the number. The **SECRET** button must always be entered in a pair. Or your entry is not stored.  
(Refer to the Installation Manual, Section 3 “Secret Dialling.”)
- If you are storing an external number, include the line access code (default=9, 81 through 88) before the number. When dialling, a pause is automatically inserted after the code. If the programmed pause time (in program [412] “Pause Time”) is 1.5 or 2.5 seconds, it is required to store a pause manually after the line access code.
- If you are storing an account code, enter the account code before the line access code. (Refer to the Installation Manual, Section 3 “Account Code Entry.”)
- If you are storing a number for CO Incoming Call Information Display with name, enter “-” (hyphen) after the line access code. The system starts to compare the calling party’s number with the System Speed Dialling Number stored after “-.” Example : 9-12345678  
(Refer to the Installation Manual, Section 3 “CO Incoming Call Information Display.”)
- It is possible to store a number consisting of 25 digits or more by storing it in two speed dial numbers. A line access code should not be stored in the second speed dial number.
- To go to another speed dial number at steps 3 through 6, press **SELECT** and start with step 3.
- To display parts of the number which have scrolled off the display, press **▶** or **◀**.
- Program [002] “System Speed Dialling Name Set” is used to give names to speed dial numbers.

#### Feature References

#### Installation Manual, Section 3, Features,

CO Incoming Call Information Display

CO Incoming Call Information Log

Special Features for KX-T7436 / KX-T7433 / KX-T7235

— System Speed Dialling

System Speed Dialling

Toll Restriction for System Speed Dialling

## 3.2 User Programming (Manager Programming) System Speed Dialling Name Set

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002

**Description** Assigns names to the system speed dial numbers assigned in program [001] “System Speed Dialling Number Set.” The KX-T7436 / KX-T7433 / KX-T7235 shows the stored name when performing System Speed Dialling. The stored names are applied to the CO Incoming Call Information Display / Log features.

**Selection**

- Speed dial number: **000 through 499**
- Name: **10 characters (max.)**

**Default** All speed dial numbers – Not stored

### Programming

1. Enter **002**.  
Display: SPD Name Set
2. Press **NEXT**.  
Display: SPD Code?->
3. Enter a **speed dial number**.  
To enter speed dial number 000, you can also press **NEXT**.  
Display example: 000: Not Stored
4. Enter a **name**.  
For entering characters, see Section 2.2 “Programming.”  
To delete the current entry, press **CLEAR**.  
To change the current entry, press **CLEAR** and the new name.
5. Press **STORE**.
6. To program another speed dial number, press **NEXT** or **PREV**, or **SELECT** and the desired **speed dial number**.
7. Repeat steps 4 through 6.
8. Press **END**.

**Conditions**

- Speed dial numbers are programmed in program [001] “System Speed Dialling Number Set.”
- There is a maximum of 500 names. Each name has a maximum of 10 characters.

### Feature References

**Installation Manual, Section 3, Features,**  
CO Incoming Call Information Display  
CO Incoming Call Information Log  
Special Features for KX-T7436 / KX-T7433 / KX-T7235  
— System Speed Dialling  
System Speed Dialling

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**Description**

Assigns an extension number to each extension.

**Selection**

- Jack number: KX-TD816 – **01 through 16 (-1 / -2)**  
KX-TD1232 – **01 through 64 (-1 / -2)**  
(-1 = first part, -2 = second part)
- Extension Number: **2 through 4 digits**

**Default**

KX-TD816 – Jack 01-1 through 16-1 = 201 through 216;  
Jack 01-2 through 16-2 = 301 through 316  
KX-TD1232 – Jack 01-1 through 64-1 = 201 through 264;  
Jack 01-2 through 64-2 = 301 through 364

**Programming**

1. Enter **003**.  
Display: EXT Number Set
2. Press **NEXT**.  
Display: Jack NO?->
3. Enter a **jack number**.  
To enter jack number 01, you can also press **NEXT**.  
To select the second part (-2), press **NEXT** after entering a jack number.  
Display: #01-1:EXT201
4. Enter an **extension number**.  
To change the current entry, press **CLEAR** and the new number.
5. Press **STORE**.
6. To program another jack, press **NEXT** or **PREV**, or **SELECT** and the desired **jack number**.
7. Repeat steps 4 through 6.
8. Press **END**.

**Conditions**

- There is a maximum of 32 extension numbers for the KX-TD816 and 128 extensions for the KX-TD1232. Each extension number can be two, three, or four digits, consisting of **0 through 9**. The \* and # keys cannot be used.
- For the KX-TD1232, jack numbers 01 through 32 are for the Master System and 33 through 64 are for the Slave System.

- An extension number is invalid if the leading first or second digits disagree with the setting of the program [100] “Flexible Numbering, 1st through 16th hundred extension blocks.” If one digit is assigned as the leading digit, some extensions have two digits and some have three digits. If two digits are assigned, some have three digits and some have four digits.
- Two extension numbers can be assigned per jack. If XDP is disabled for the jack in program [600] “EXtra Device Port,” the extension number of the second part (XX-2) is not available. (XX=jack number)
- For an explanation of jack numbering, see “Rotation of jack number” on page 57.
- Double entries or incompatible entries are invalid for programs [012] “ISDN Extension Number,” [127] “Voice Mail Extension Number Assignment,” and [813] “Floating Number Assignment.”  
Valid entry examples: 10 and 11; 10 and 110. Invalid entry examples: 10 and 106; 210 and 21.
- Program [004] “Extension Name Set” is used to give names to extension numbers.

***Feature References***

**Installation Manual, Section 3, Features,**

Display, Call Information

EXtra Device Port (XDP)

Intercom Calling

Special Features for KX-T7436 / KX-T7433 / KX-T7235

— Extension Dialling

**Description**

Assigns names to the extension numbers programmed in program [003]  
“Extension Number Set.”

**Selection**

- Jack number: KX-TD816 – **01 through 16 (-1 / -2)**  
KX-TD1232 – **01 through 64 (-1 / -2)**  
(-1 = first part, -2 = second part)
- Name: **10 characters (max.)**

**Default**

All jacks – Not stored

**Programming**

1. Enter **004**.  
Display: EXT Name Set
2. Press **NEXT**.  
Display: Jack NO?->
3. Enter a **jack number**.  
To enter jack number 01, you can also press **NEXT**.  
To select the second part (-2), press **NEXT** after entering a jack number.  
Display: #01-1:Not Stored
4. Enter a **name**.  
For entering characters, see “Station Speed Dialling Number/Name Assignment” in Section 2.2 “Programming.”  
To delete the current entry, press **CLEAR**.  
To change the current entry, press **CLEAR** and the new name.
5. Press **STORE**.
6. To program another jack, press **NEXT** or **PREV**, or **SELECT** and the desired **jack number**.
7. Repeat steps 4 through 6.
8. Press **END**.

**Conditions**

- There is a maximum of 32 extension numbers for the KX-TD816 and 128 extensions for the KX-TD1232
- For the KX-TD1232, jack numbers 01 through 32 are for the Master System and 33 through 64 are for the Slave System.
- Program [003] “Extension Number Set” is used to assign extension numbers.
- For an explanation of jack numbering, see “Rotation of jack number” on page 29.

## 3.2 *User Programming (Manager Programming)* *Extension Name Set (contd.)*

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**004**

### *Feature References*

**Installation Manual, Section 3, Features,**

Display, Call Information

Intercom Calling

Special Features for KX-T7436 / KX-T7433 / KX-T7235

— Extension Dialling