






Feel free to distribute these cards to the single line telephone users.

Quick Reference Guide for Single Line Telephone

To make calls
Intercom: Extn. no.
Operator: 9 or 0 * The operator call number (default) varies depending upon Country/Area.
Outside party: 0 or 9 * + Phone no. The automatic line access number (default) varies depending upon Country/Area.
Personal speed dialling: * * * + * + Personal speed dialling no.
System speed dialling: * * * + System speed dialling no.
Redial: # *

When a line is busy
Reserving a busy line: 6 *
Sending a call waiting tone: 1 *

To pick up someone's call
Specified extension: * 41 * + Extn. no.
Group: * 40 * + Group no.

During a conversation
Holding:  + * 50 * + 
Retrieving:  + * 50 *
Transferring:  + Phone no.
Answering a call waiting:  + * 50 *

* You can change the flexible numbers to other numbers for easier use. If you want to change the numbers, consult your dealer.






Frequently used features at your extension

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