

Alcatel **Easy Reflexes**™

Alcatel **OmniPCX** Enterprise



ALCATEL

ARCHITECTS OF AN INTERNET WORLD

How to use this guide

You have an **Alcatel Easy REFLEXES** digital telephone.

• Actions



Off-hook



Hang up



Description of an action or context

• Display



Partial view of the display

• Programmable keys and LEDs



Line or programmable key



LED corresponding to a key



Pre-programmed key

• Keypad



Numeric keypad



Specific key on numeric keypad

• Audio keys



Loudspeaker



Reduce volume



Increase volume

• Other fixed keys



Fixed key (eg: MENU)

• Other symbols used

OR

Alternative to action sequence

AND/OR

Alternative to action sequence



Important information

Symbols can be enriched by small icons or text.

The availability of some of the functions described in this guide may depend on your system version or configuration. If you are in doubt, consult your system supervisor.

We suggest that you consult the corresponding user manual for more detailed information on your telephone.

Contents

Your telephone	p. 4
-----------------------------	-------------

1.	Making a call	p. 6
	1.1 Making a call	p. 6
	1.2 Calling using your personal directory	p. 6
	1.3 Redialling the last number dialled (Redial)	p. 7
	1.4 Making a call-back request	p. 7

2.	Handling several calls	p. 8
	2.1 Calling a second correspondent (enquiry call)	p. 8
	2.2 Answering a second call	p. 8
	2.3 Switching between calls (broker call)	p. 9
	2.4 Transferring a call	p. 9
	2.5 Conversing with two correspondents (3-way conference)	p. 9

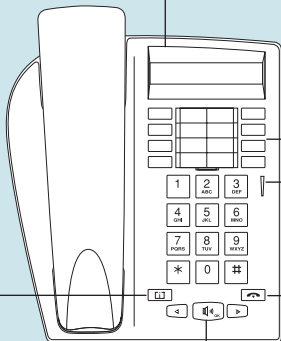
3.	Customizing your telephone	p.10
	3.1 Programming your personal code	p. 10
	3.2 Programming your personal directory	p. 10
	3.3 Programming a function on an unassigned key	p. 11
	3.4 Selecting your ringer tune	p. 11
	3.5 Adjusting the display brightness	p. 12
	3.6 Selecting the language	p. 12

4.	While you are away - When you return	p.13
	4.1 Forwarding your calls to another number (immediate forward)	p. 13
	4.2 Forwarding your calls to the voice mail	p. 13
	4.3 Cancelling forwarding on your return	p. 13
	4.4 Consulting your messages on your return	p. 14

Your telephone

Display

Comprises 1 line and several pages of information about your correspondent



Light indicates messages received

To programme your telephone

Audio keys

Loudspeaker (LS)
To share a conversation

To reduce the volume of the LS or handset



To increase the volume of the LS or handset

To end a call or exit from programming

Programmable keys and LEDs

These keys are divided into line keys and function keys. Each key has a corresponding LED.

Call or function LEDs

LED flashing: Call being made

Fixed LED: Call in progress

Call on hold

Call on common hold.

Certain keys are preprogrammed (these keys differ according to the configuration of your telephone (single-line or multi-line)).



to switch between two calls (single-line terminal only)



to cancel an enquiry call (single-line terminal only)



to divert calls to another terminal



to temporarily store a number



to access the various message services



to call using your personal directory



to consult the list of unanswered ISDN calls or to make an ISDN call



to transfer a call to another terminal (multi-line terminal only)

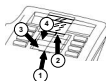


to automatically redial the last number dialled

Installing the label on the telephone

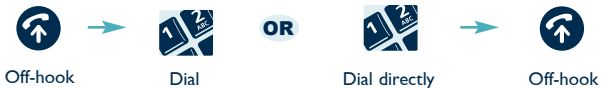
A printed label is supplied with the telephone to be placed under the programmable keys.

- ① Insert a flat-tipped object into the slot.
- ② Raise the cover.
- ③ Slide the printed label into position.
- ④ Lower the cover.



1. Making a call

1. Making a call



To make an external call, dial the "External call" code.
To call the operator, dial the "Operator call" code.

• To terminate a call



2. Answering a call



Directory



Programmed
numeric key

7 3. Redialling the last number dialled (Redial)



Redial



0122515163

Dialled
number

7 4. Making a call-back request

Your
correspondent
does not reply or
is busy



"Call-back
request"
function
code



2. Handling several calls

During a conversation, you can perform various operations such as call a second person or transfer the call to another number, etc.

2 1. Calling a second correspondent (enquiry call)



Dial directly

OR



Directory



Programmed
numeric key



The first correspondent is
placed on hold

Cancelling the enquiry call



Hang up then off-
hook

OR



You recover
the first call

Single-line terminal

2 2. Answering a second call

During a call, a second correspondent tries to contact you:

Dupond



Line keys whose
LED is flashing

OR



"Consulting call
on hold" function
code (single-line
terminal)



The first
correspondent is
placed on hold

2 3. Switching between calls (broker call)

You are in conversation and another call is on hold. To switch from one call to the other:



2 4. Transferring a call

To transfer a call to another terminal during a conversation:



2 5. Conversing with two correspondents (3-way conference)

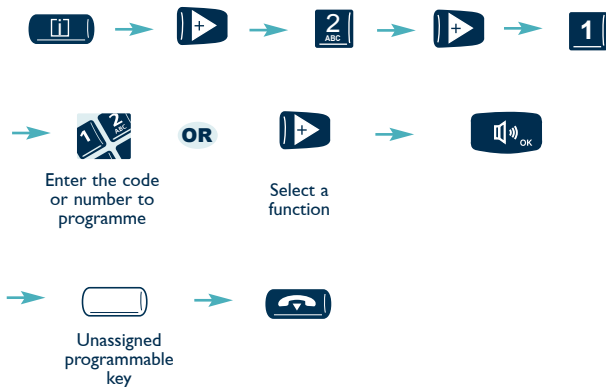
During a conversation, another call is on hold:



To cancel the conference and recover your first correspondent, redial the **"3 party conference call"** code.

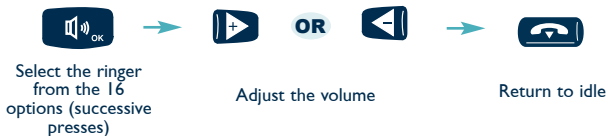
3 3. Programming a function on an unassigned key

The list of programmable functions is given in your user manual.

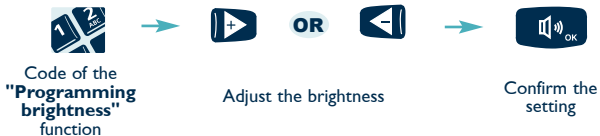


3 4. Selecting your ringer tune

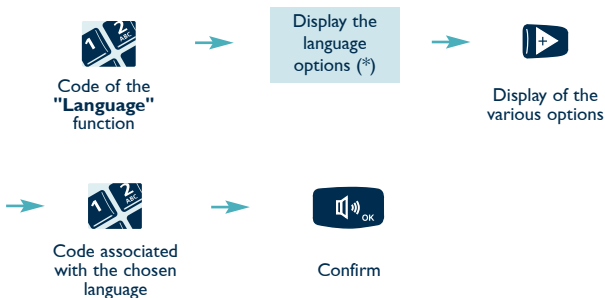
Terminal idle:



3 5. Adjusting the display brightness



3 6. Selecting the language

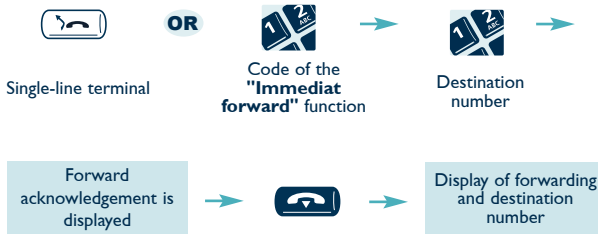


(*) for example:

F: French - GB: English - D: German - SP: Spanish - P: Portuguese - NL: Dutch - DK: Danish - I: Italian - A: Austrian

4. While you are away - When you return

4 1. Forwarding your calls to another number (immediate forward)



4 2. Forwarding your calls to the voice mail



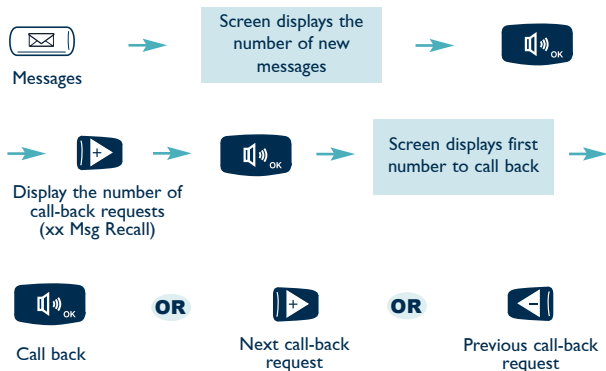
4 3. Cancelling forwarding on your return




4 4. Consulting your messages on your return

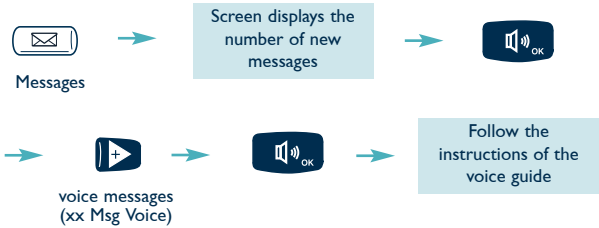
The light and corresponding LED  indicate messages received.

• Call-back requests



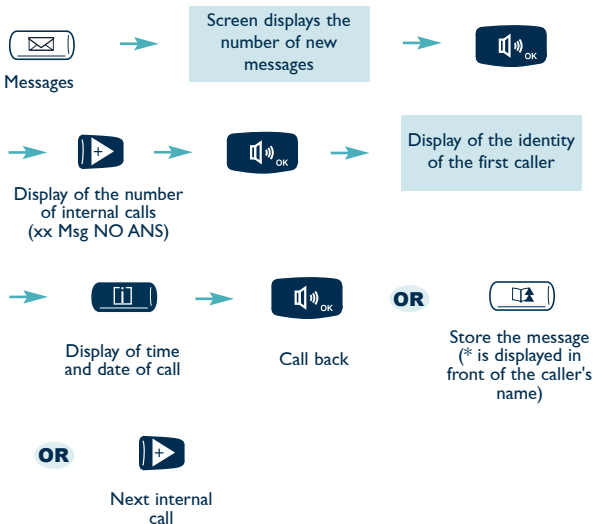
Note: even if the correspondent does not answer, the call-back message is erased after the number is called back when you proceed to the next message, as it is when you press  to quit message mode.

• **Voice messages**




• List of internal calls

While you were away the internal calls have been stored (16 calls maximum).



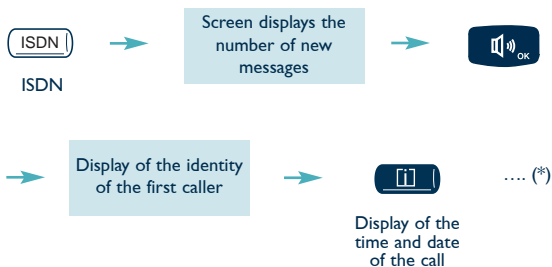
If you call back a correspondent who does not answer, the message is stored.

If the message is not stored and you do not call back the correspondent, it is cleared when you proceed to the next message, as it is when you press  to quit message mode.

- **List of external calls**

While you were away, the external calls from ISDN subscribers have been stored (16 calls maximum).

The LED associated with  indicates messages received.



(*)see § **List of internal calls**

Personal notes

Precautions for use

Caution: never let your telephone come into contact with water. You can nevertheless use a soft moist cloth to clean your telephone.

Never use solvents (trichlorethylene, acetone, etc.) as they risk damaging the plastic surfaces of your telephone. Never spray cleaning products on it.

If you use your telephone near an electronic source emitting a high level of electromagnetic radiation, you may hear a slightly audible modulation in the earpiece.

Conformity: this telephone is designed to be connected to an Alcatel OmniPCX Enterprise PABX. It is classed SELV within the meaning assigned by standard NF EN 60950.

The CE marking indicates that this product complies with the following EC directives:



- 89/336/CEE (electromagnetic compatibility)

- 73/23/CEE (low voltage)

- 1999/5/CE (R&TTE)

Declaration of conformity

We,

ALCATEL BUSINESS SYSTEMS

32, avenue Kléber

92707 Colombes Cedex - France

declare that the following products are deemed to comply with the requirements of Directive 1999/5/CE of the European Parliament and the Council.

ALCATEL Easy Reflexes

Any unauthorized modification of the products makes this declaration of conformity null and void. A copy of the original of this declaration of conformity can be obtained by making a written request to:

ALCATEL BUSINESS SYSTEMS

Technical Services - Customer Care

1, rue du Dr. A. Schweitzer

F - 67408 Illkirch - France

**For further
information, visit our
web site
www.alcatel.com**

Copyright © ALCATEL 2002. All rights reserved.

Alcatel Business Systems, in keeping with its policy of constant product improvement for the customer, reserves the right to modify product specifications without prior notice.

ALCATEL - 32, avenue Kléber, F-92707 Colombes Cedex
R.C. Paris 602 033 185

Ref. : 3AK 19526 ENAC Ed. 02



▼
ALCATEL

ARCHITECTS OF AN INTERNET WORLD