

TO ENTER THE PROGRAMMING MODE

1. Press TRSF and dial 200
2. Dial the 4 digit passcode 1234
3. Press the Volume key + or - to display "Enable" on your screen
4. Press SPEAKER

TO SET DATE AND TIME

1. Enter the programming mode
2. Press 505
3. Enter the day of the week 0 Sunday ↴ 6 Saturday
4. Enter month 01 – 12
5. Enter day 01 – 31
6. Enter year (2 digits)
7. Enter hour 00 – 24
8. Enter minutes 00 – 59

Verify and re-enter if necessary

9. Press TRSF to exit

SYSTEM SPEED DIALING

1. Enter the programming mode
2. Press 705 (Display shows first speed dial 500)
3. Dial the speed number 500 – 699
4. Dial your outside line number 9 followed by the number you wish to store
5. Press the right soft key under the screen to store
6. Continue steps 3 – 5 to enter further speed dials
7. To exit press TRSF

SYSTEM SPEED DIAL NAMES

1. Enter the programming mode
2. Press 706
3. Dial the speed number 500 – 699
4. From your alpha keypad, enter the name e.g. for letter C, press 2 three times
If you make an error press HOLD to delete
You may use your + - key to move cursor left and right
For a space, press 1
5. Press the right soft key under the screen to store
6. Continue steps 3 – 5 to enter further speed names
7. To exit press TRSF

CHANGING EXTENSION NAMES

1. Enter the programming mode
2. Press 104
3. Dial the extension number of the name you wish to change
4. From your alpha keypad enter the name e.g. for letter C, press 2 three times
If you make an error press HOLD to delete
You may use your + - volume key to move cursor left and right
For a space, press 1
5. Press the right soft key under your screen to store
6. To exit press TRSF

CHANGING DAY AND NIGHT SERVICE

1. Press NIGHT
2. Enter your passcode 0000
3. Press DAY or NIGHT soft touch key under the display to make your selection

RECORDING AUTO ATTENDANT GREETINGS

TO RECORD

1. Lift handset
2. Press AA REC key
3. Dial 4321
4. Press soft touch key under HANDSET
5. Dial 3951 or 381(Compact II – don't dial 3951)
6. Enter the message number 01 ↵ 48
7. After you hear the beep, record your message and replace handset

To re-record messages, you must re-record all of them in sequential order, starting from 01 only if you need to change any message prior to the very last one recorded.

E.g. If you had recorded messages 01 – 05, and needed to change 03, you would re-record 03, 04 and 05 again.

TO LISTEN

1. Lift handset
2. Press AA PLAY key
3. Dial 3951 or 381
4. Enter the message number 01 ↵ 48
5. Listen to the message and replace handset

SAMSUNG

Operator Programming

Quick Reference Guide

Courtesy of DownerCommspec

0800 828 888