

How to program the system for Station Relocation, and use Station Relocation

First Station Relocation must be turned on, this is a one time step and should not have to be repeated unless the system is turned off for a long period of time.

From the Attendant Phone (normally port 1 or 2 extension 100 or 101)

Press FEATURE (FNC)

Dial 84 on the keypad

Next we must program the system for the station relocation feature (any phone with a display)

To access programming

Press FEATURE

Dial # 0 * 8 9 7 4 on he keypad

The Display will show Programming MODE

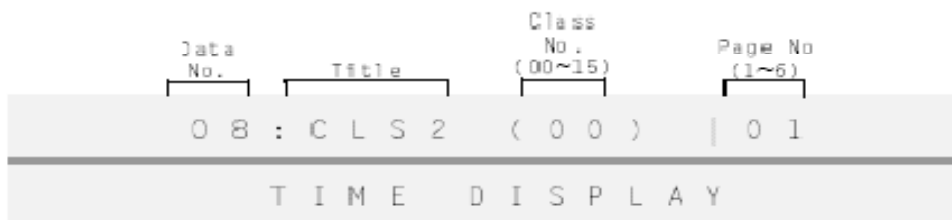
Press Line Key 1 -- See attached diagram

Press Line Key 8 – See attached diagram

Dial 08 on the keypad

The display will look similar to this.

Display



Press the RECALL key 4 times, you will see the page no. to the right of the display change to 5.

Press Line Key 3 to activate Station Relocation The Line key should light Green once pressed.

Then press TRANSFER (TRF) to save your changes.

Next,

Press the ANSWER (ANS) key, 2 times

Press Line Key 1, 2 times

Dial 47 on the keypad

The display should look similar to the example below.



Using the * key to scroll left and the # key to scroll right, Change the 00 after 2 DG to 79, Once you have changed 00 to 79 scroll the cursor to the 3 digit number to the right of the = sign and change that number to 148, then press TRANSFER (TRF) to save your entry.

Lift your handset and place back in cradle to exit programming mode.

At this point you can now use the station relocation feature.

Go to the phone you would like to swap.

Press SPEAKER (SPK)

Dial 79

Dial the extension you would like to swap with

Press 0 ten times

Then you will hear the set tone through the speaker then the phone will go dead.

After a moment the phone will come back on with the extension you swapped with.

Example of a phone showing the line keys located above the key pad and the soft keys located just below the display.

