

User Instruction Guide to change stored fax numbers for Model :7024

Print out the telephone directory report for reference before making changes

Print Dial Directory Report

1. Menu 07
2. [Print Report] Enter
3. [Activity Report] 3.
4. [Dial Directory Report] Start.
5. [Dial Directory Report Printing]

To programme Terminal ID

1. Menu 09
2. Press Enter.
3. Press 20.
4. Press Enter two times
5. Enter the local ID with the prefix digit 6
6. Press Menu.

To Programme One Touch 01 - 24

7. Menu 05
8. [One Touch Set Up] Enter.
9. [One Touch 01 – 24] XX.
10. [XX - Nothing Stored] Enter.
11. [Tel Number] 6XXXXXXXXX Enter
12. [Set Parameter] Select.
13. [Location ID] Enter.
14. [ABCDEFGF-----]
15. Press → ← ↓ ↑ to position cursor, and press enter ----(Spelling Completed) Menu
16. [Group Number] Select
17. Go back to step 3 to repeat.

To Programme One Touch P1 – P6

1. Menu 10
2. [Programme Touch Set Up] Enter.
3. [Programme Key P1 – P6] XX.
4. [XX - Nothing Stored] Enter.
5. [Tel Number:] 6XXXXXXXXX Enter
6. [Set Parameter] Select.
7. [Location ID] Enter.
8. [ABCDEFGF-----]
9. Press → ← ↓ ↑ to position cursor, and press enter ----Spelling Completed)
Menu
10. [Group Number] Select
11. Go back to step 3 to repeat.

Speed Dial Codes

1. Menu 06
2. [Speed Dial Touch Set Up] Enter.
3. [Speed Dial 01 - 55] XX.
4. [XX - Nothing Stored] Enter.
5. [Tel Number:] 6XXXXXXXXX Enter
6. [Set Parameter] Select.
7. [Location ID] Enter.
8. [ABCDEFGF-----]
9. Press → ← ↓ ↑ to position cursor, and press enter ----Spelling Completed)
10. Menu
11. [Group Number] Select
12. Go back to step 3 to repeat.