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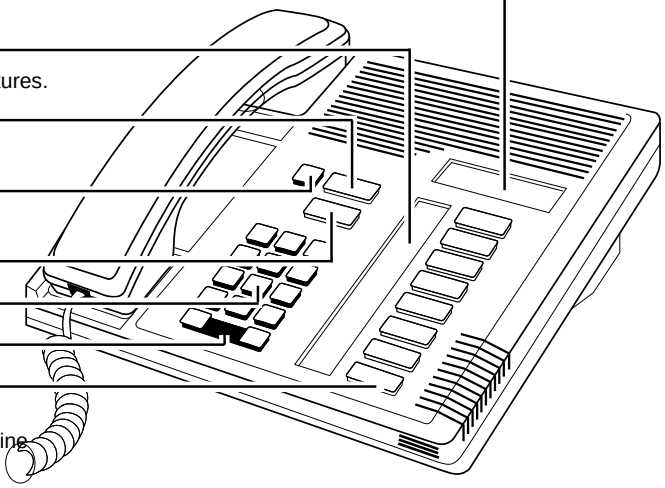
M7208
Telephone
User Card

CJTEL COMMUNICATIONS LTD.

For Service Call 403-274-7774

Your Norstar M7208 telephone



Display
shows the time, date, call information and guides you while using Norstar* features.

Indicators
appear beside active lines and features.

Feature button
starts or ends a feature.

Release button
cancels active calls.

Hold button

Dial pad

Volume control

Memory and line buttons
are buttons with indicators for one touch dialing, feature operation or line access.

Button Inquiry

Confirm that your memory and line buttons have the correct snap-on caps by checking their programming.

1. Release all calls and open lines with dial tone.
2. Press f•, .
3. Press the button you want to check.
4. Read the display.
5. Press f when finished.

Adjusting display contrast

1. Press f•‡ .
2. Press a number on the dial pad for the contrast level you want, the higher the number the higher the contrast level.

Selecting a Ring Type and volume level

1. Press f•fl .
2. Press ✓ , ¤ , ‹ or › to hear the different types of rings.
3. While the telephone is ringing, press √ to adjust the volume.
4. Press f to store the ring.

softer louder

Adjusting receiver or telephone speaker volume

1. Press √ when using the receiver or the speaker.

softer louder

Important: All M7208 telephones Release 16 (REL 16) and higher comply with the Americans with Disabilities Act (ADA). See the label on the bottom of the telephone for the Release marking.

* Meridian and Norstar are trademarks of Northern Telecom.

Making calls

About line buttons

Norstar systems can have different types of line buttons. Match the line buttons on your telephone with the ones below for instructions on how to use them.

Δ ∫ Line 1

Internal calls using Intercom buttons
1. Pick up the receiver.
2. If ° appears beside an Intercom button, then dial.
   OR
   Press an Intercom button without °, then dial.

External calls using numbered Line buttons
1. Pick up the receiver.
2. When ° appears beside a numbered Line button, then dial.
   OR
   Press a numbered Line button without °, then dial.

Note: Internal numbers are supplied by your System Coordinator.

∫ 4321

Internal calls using extension buttons
1. Pick up the receiver.
2. When ° appears beside an extension button, then dial.

External calls using extension buttons
1. Pick up the receiver.
2. When ° appears beside the extension button, dial (or your system's external line access code) and the number.

.

Holding Calls
1. Press . The ° flashes beside the line on hold.
2. Press the line button with the flashing ° to return to the call.
   Check the display for confirmation or additional information.

Automatic hold
Calls are put on hold automatically when you switch from one line to another.

©

This button operates the telephone's built-in microphone and speaker in place of the receiver. Your System Coordinator can program Handsfree to your telephone.

Making calls
1. Press © instead of picking up the receiver.

Switching between Handsfree and handset
1. Press © and replace the handset to switch to Handsfree.
2. Pick up the receiver to switch back.

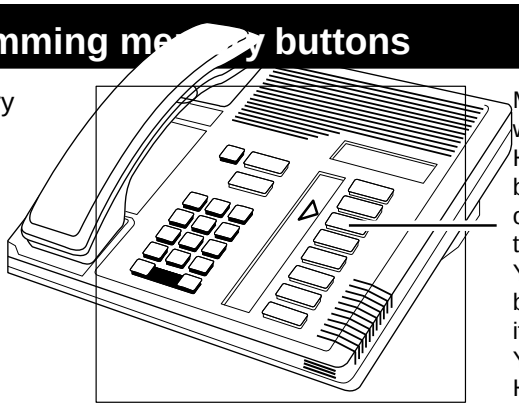
Using Mute
1. Press © to turn the microphone OFF.
2. Press © again to turn the microphone ON.

Dialing without lifting the handset

1. Press a line button without °, then dial your call.
2. When answered, pick up the receiver, or press ©.
3. If the call is not answered, or the line is busy, press ®.

Programming memory buttons

About memory buttons



Memory buttons are the buttons with indicators other than line or Handsfree buttons. Memory buttons store telephone numbers or feature codes to give you one touch dialing or feature activation. You can change what a memory button does by just programming it with a new number or feature. You cannot program a line or Handsfree button.

Remember: Press f•, to check a memory or line button.

Programming memory buttons

External autodial

1. If you are on a call or an open line with dial tone, press or ® .
2. Press f•✓ .
3. Press a memory button.
4. Dial the external number.
5. Press to store the number.
6. Label your new button.

Internal autodial

1. If you are on a call or an open line with dial tone, press or ® .
2. Press f•¤ .
3. Press a memory button.
4. Dial the internal number.
5. Label your new button.

Features

1. If you are on a call or an open line with dial tone, press or ® .
2. Press f•‹ .
3. Press a memory button.
4. Press f and the feature code.
5. Label your new button.

Erasing memory buttons

1. If you are on a call or an open line with dial tone, press or ® .
2. Press f•✓ .
3. Press the memory button you want to erase.
4. Press to erase the button.