

SL2100

Single-Line Telephone User Guide



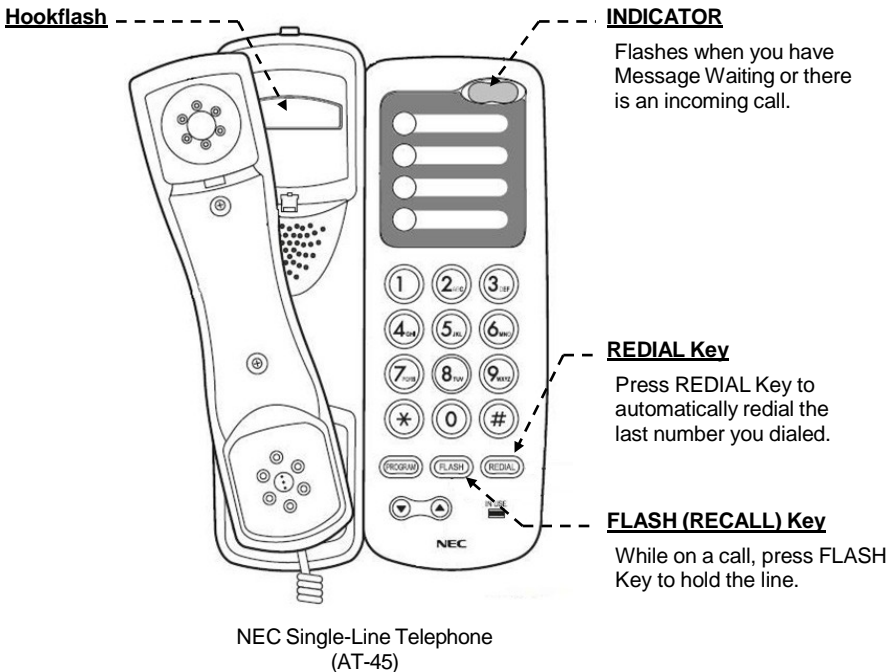
**Please read this manual carefully before operating
this product and save this manual for future use.**

Before using Your Terminal...

Thank you for purchasing NEC SL2100 system.

Due to the flexibility built into the system, your **Dialling Codes and Feature Capacities** may differ from those in this guide. Check with your NEC Authorised Supplier / System Administrator and make a note of any differences.

A generic Single-Line Telephone is displayed here. This User Guide describes general analogue Single-Line Telephone (SLT) procedures. Refer to the User Guide included with to your specific SLT for details on additional key functions.

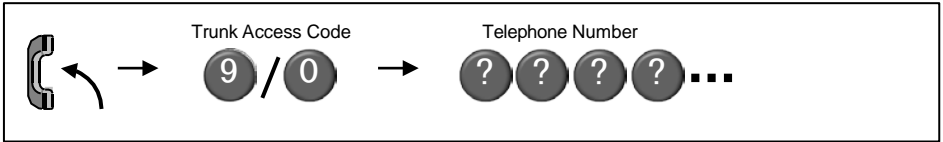


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Placing Calls

■ Place an Outside Call <Quick Access>



- To change the Trunk Access Code, Ask your NEC Authorised Supplier for the details.
- Listen to the Dial Tone before dialling a Telephone Number.

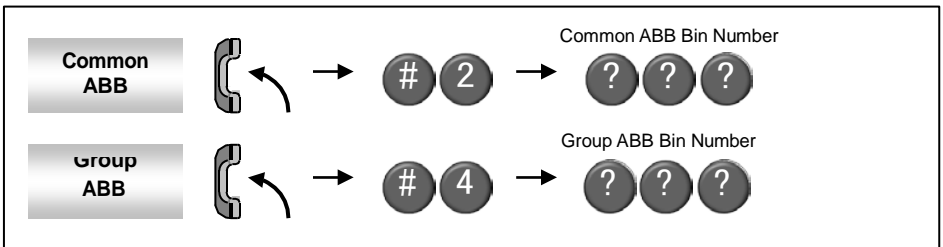
■ Place an Intercom Call <Dial Access>



- Your call will ring or voice-announce. If you hear ringing, wait for an answer. If you hear a beep, begin speaking. Dialling "1" changes voice/ring mode. (in case the destination is Multi-line Terminal)

Placing Calls Quickly

■ Abbreviated (Speed) Dialling <for Outside>



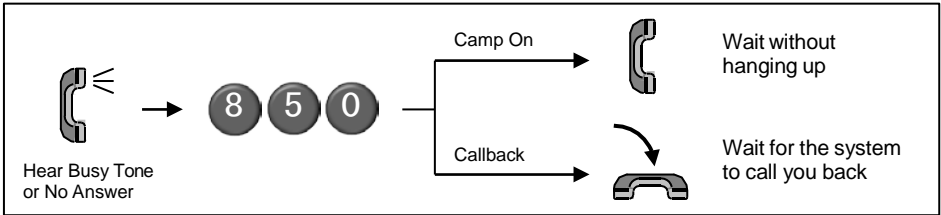
- The digit of Bin No. depends on the system setting. (0-9<Only Group ABB> / 00-99 / 000-999)
- Telephone Numbers shall be pre-registered to the system.
- System setting is necessary for Group ABB. Ask your NEC Authorised Supplier for the details.

■ Last Number Dialling <for Outside Call>



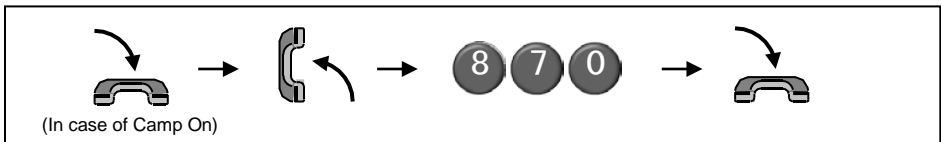
If your call doesn't go through...

■ Set Camp On / Callback

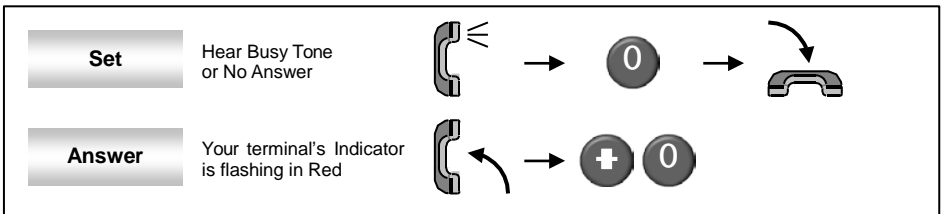


- **Camp On** In case of Intercom Call, when you hear ringing, wait for the called party to answer.
In case of Outside Call, when you hear Dial Tone, begin telephone number dialling.
- **Callback** In case of Intercom Call, when your terminal starts the ringing, lift handset and wait for the called party to answer.
In case of Outside Call, when your terminal starts the ringing, lift handset, hear Dial Tone, and begin telephone number dialling.
- This function is applicable in case all trunks are busy condition. (not applicable for dialed outside party busy)

■ Cancel Camp On / Callback

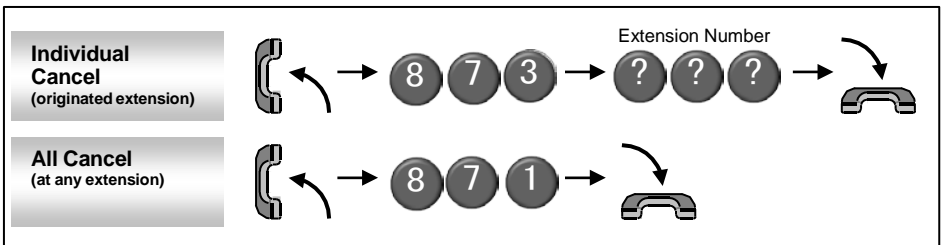


■ Set / Answer a Message Waiting



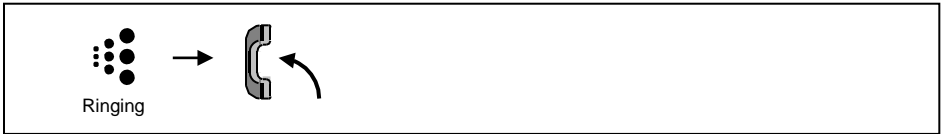
- When you set a MW, the called party's Indicator starts to flash.
- When you answer a MW, the Indicator shall automatically be off when the called party answers.

■ Cancel Message Waiting

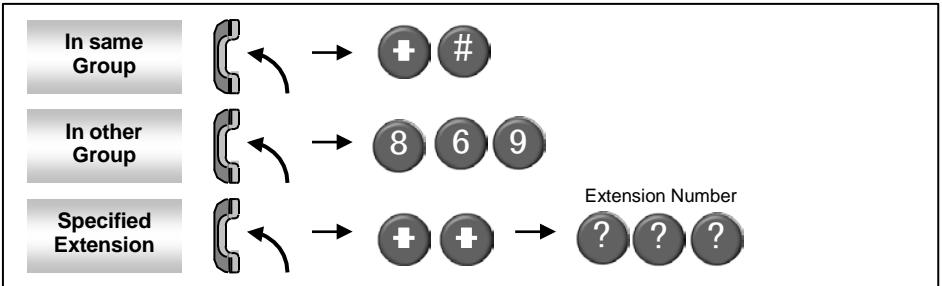


Answering Calls

■ Answering an Outside Call / Intercom Call (at Ringing Extension)



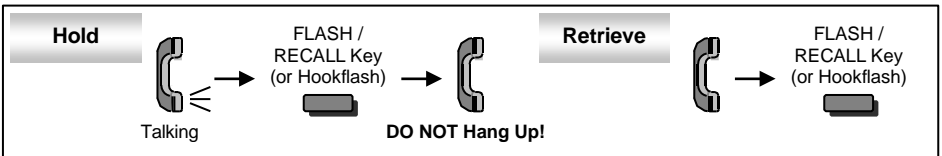
■ Picking Up a Call for other Extensions



- System setting is necessary to make Call Pickup Group. Ask your NEC Authorised Supplier for the details.

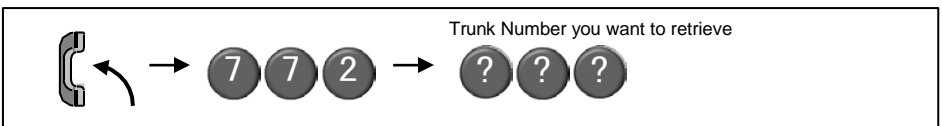
Hold / Transferring Calls

■ Holding a Call / Retrieving a Held Call



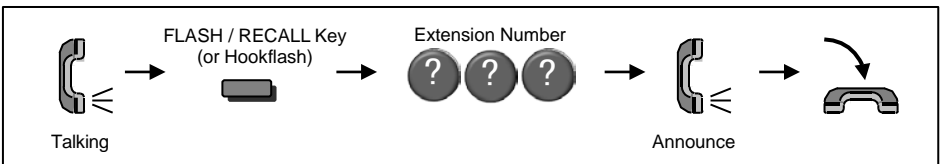
- If you go on hook, the held call will ring back.
- This operation puts your outside call on Exclusive Hold. Other extension user can not take the call off Hold.

■ Retrieve a Held Outside Call



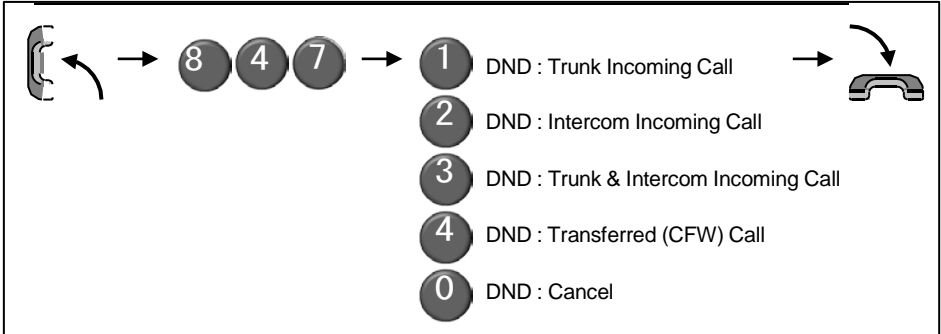
- For the dial digit of Trunk Number, ask your NEC Authorised Supplier for the details.

■ Transferring a Call to the other Extension



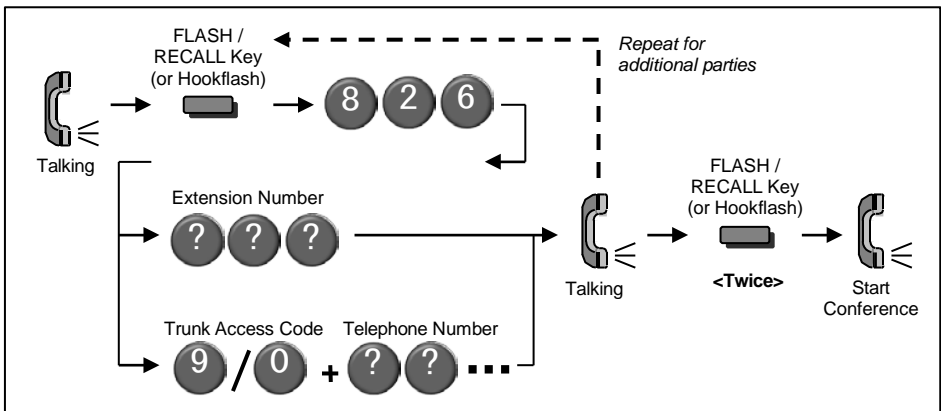
For more Convenient Use...

■ Do Not Disturb (DND)



- When you set DND function, the Internal Dial Tone pattern shall be changed.

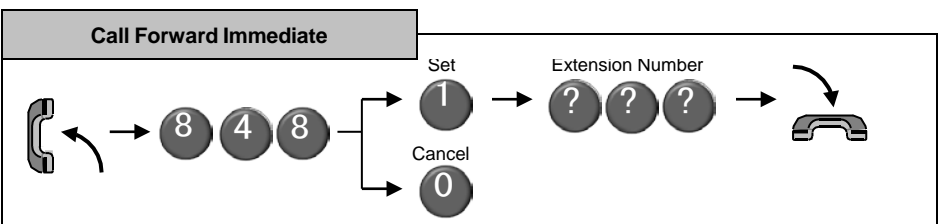
■ Conference



- You can repeat this operation to add more parties.
- You may be able to have up to 16 parties. (include your extension) May need to adjust the volume level due to the Environment where calls are placed. Ask your NEC Authorised Supplier for the details.

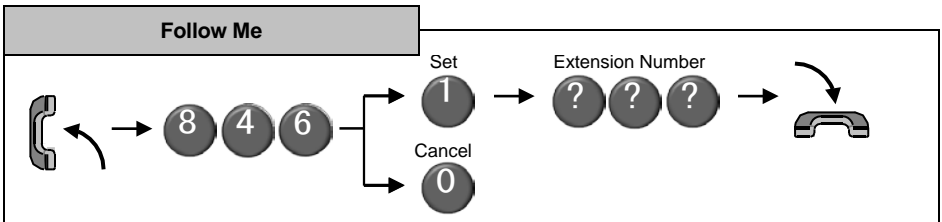
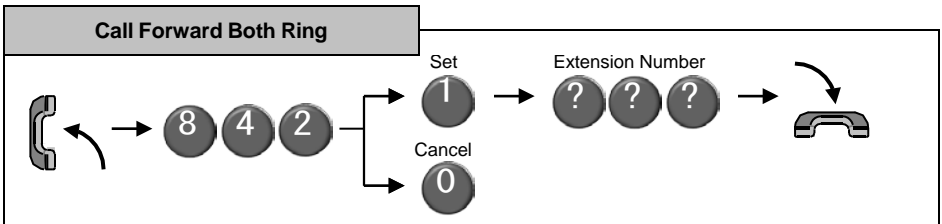
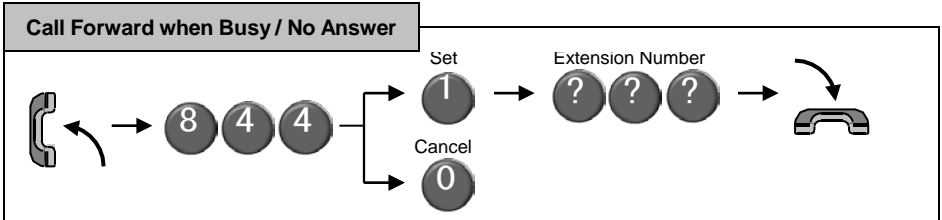
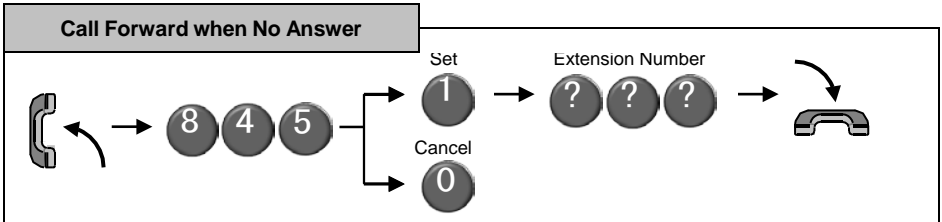
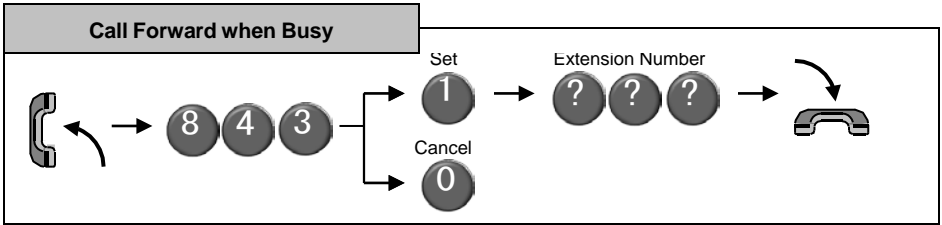
■ Call Forwarding / Follow Me

When you set Call Forward / Follow Me function, the Internal Dial Tone pattern shall be changed.



For more Convenient Use...

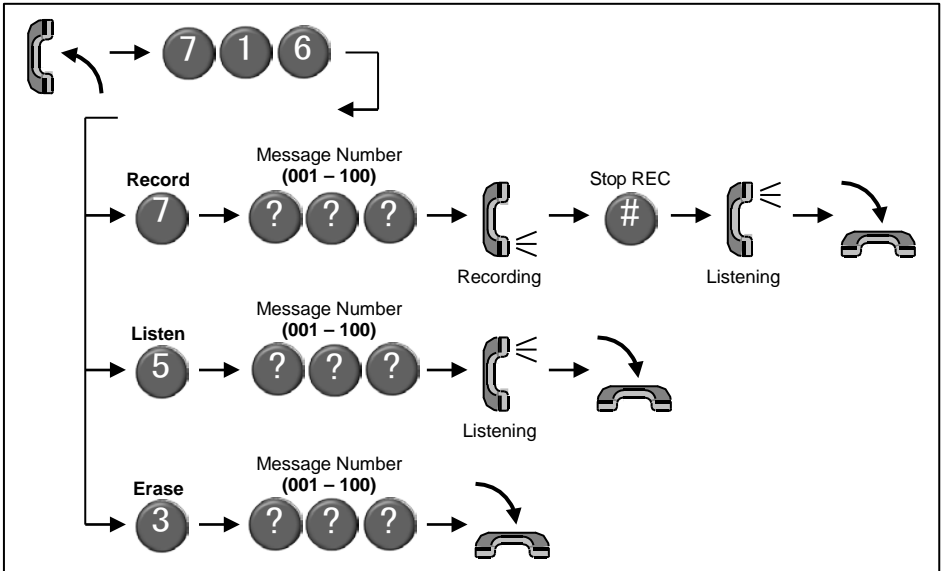
■ Call Forwarding / Follow Me (Cont'd)



Built-In Automated Attendant

System setting is necessary to use Built-In Automated Attendant. Ask your NEC Authorised Supplier for the details.

■ Record / Listen / Erase Answering Messages

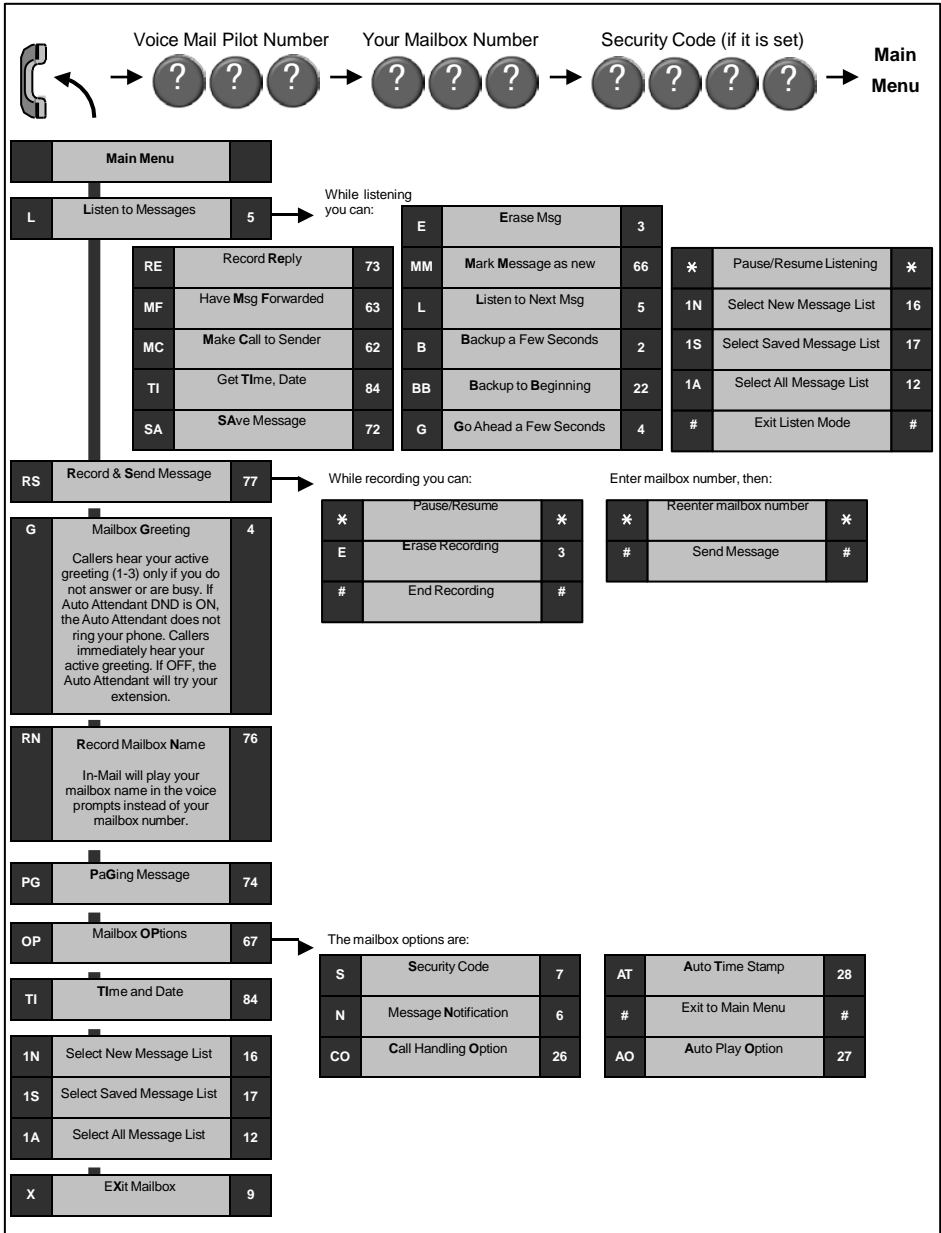


- Up to 100 types of messages can be recorded.
- The Message length can not exceed 4 minutes.

In-Mail (Voice Mail)

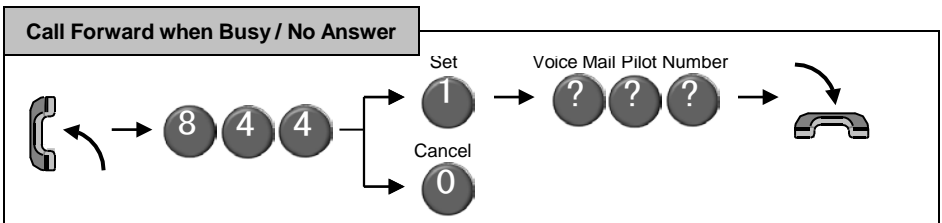
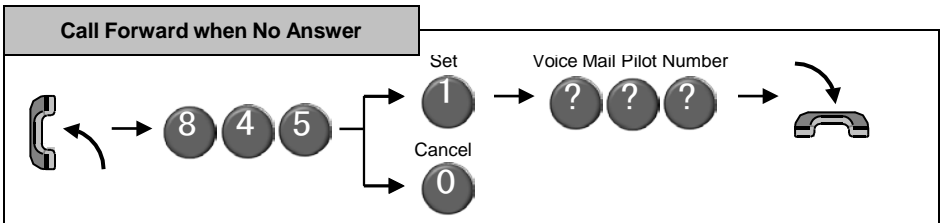
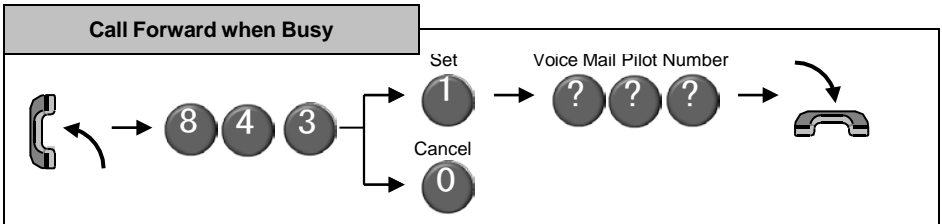
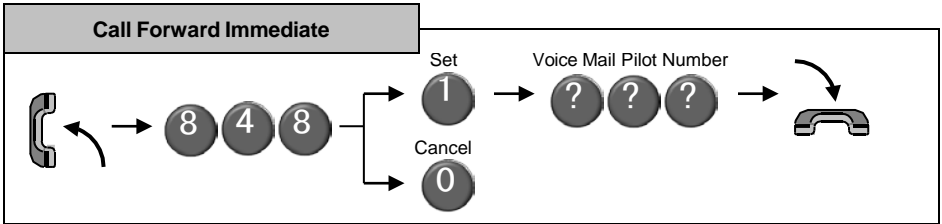
System setting is necessary to use In-Mail (Voice Mail) feature. Ask your NEC Authorised Supplier for the details.

■ Log-On to the In-Mail



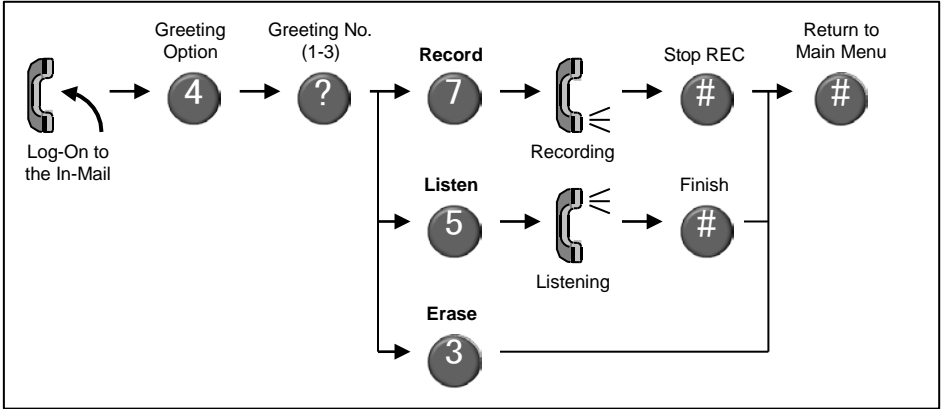
In-Mail (Voice Mail)

■ Call Forward to Voice Mail



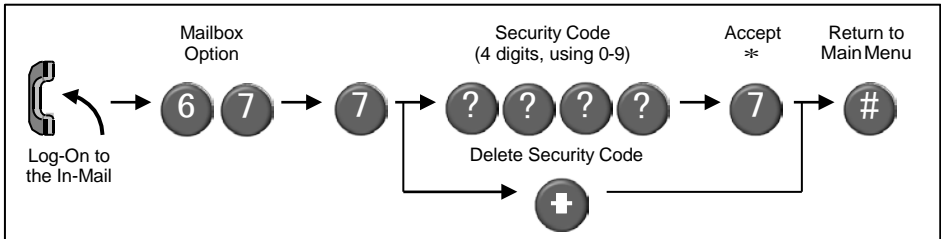
In-Mail (Voice Mail)

Mailbox Greeting



• Selected Greeting (one of three) shall be made active.

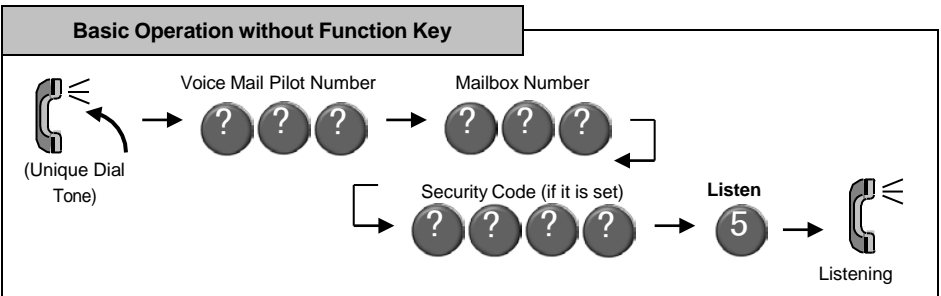
Mailbox Security Code



* The type of Security Code can be assigned as below.

- Dial 4 digits Security Code followed by "7": Security Code for all log-on
- Dial 4 digits Security Code followed by "6": Security Code for remote log-on only
- System Administrator can delete a Mailbox Security Code.

Listen to Left Messages in your Mailbox



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