

# Avaya IPO Partner

## Programming With Digital Extension 10 or 11

### Telquest Tech Support

If any changes are made to the IP Office Partner, you must back them up as indicated below or wait until Midnight when the system will do it automatically.

We recommend that you use the **Manual Backup** method below to be sure it is done ASAP.

This is done from a 1400 type digital phone.

After any changes are made:

At Ext. 10 or 11

Press **Admin**

Press the **OK** button

**Dial #124** (POUND 1 2 4)

The LCD will read **System Manual Backup:**

Press **Proceed**

The LCD will read: **Backup in Progress**

When it is done, the LCD will read **Backup Successful**

Press the **Phone/Exit** button

Your changes are now saved to the SD Card