Manual Time and Date Setting
Avaya IP Office Essential
Telquest Tech Support

System (1)

1. Click Here...

TFTP Server IP Address	192	168	111	130
HTTP Server IP Address	192	168	111	130

Phone File Server Type	Memory Card
Manager PC IP Address	0 . 0 . 0 . 0
Avaya HTTP Clients Only	☐
Enable SoftPhone HTTP Provisioning	☑
Automatic Backup Command	☑
Time Setting Config Source	None

2. Change to "None"...

User (33)

3. Click Here...and select
the user that will have
The Time Set button

4. Change to "Level 1"...

Locale	
Priority	5
System Phone Rights	Level 1
Profile	Mobile User

5. Click Here...

...rding | Button Programming | Menu

Edit Button

Button No.	4
Label	**Time Set**
Action	Emulation — Self-Administer
Action Data	2

6. Create a button
with these 3 settings...

After you Save your config. to the KSU, a Time Set button will be on the phone you selected.

Press that button and you can select "Date" or "Time"

Follow the text prompts to change and save the new Date and Time.

Enter the 4 digit time (24 Hour Time Format) on the telephones key pad.

Note:

Use the ✱ (STAR) button on the dial to add a ⋮ (COLON) in the time.

Example: Set time to 11:34 am
Dial 1 1 * 3 4

Example: Set time to 11:34 pm
Dial 2 3 * 3 4

If you are using a 1408/1608 or 1416/1616 telephone:

Press the **Time Set Button** that you created earlier.

Press the **Down Arrow** on the Navigation Disc until you see the word **Time...**

Press **Select**

Enter the 4 digit time (24 Hour Time Format) on the telephones key pad.

When the time has been entered, press **Done**

Then press **Exit**

Note:

Use the ✱ (STAR) button on the dial to add a ⋮ (COLON) in the time.

Example: Set time to 11:34 am
Dial 1 1 * 3 4

Example: Set time to 11:34 pm
Dial 2 3 * 3 4