Panasonic KXTA 824 Button Programming

You can program stations, lines, speed dials and features on the 24 buttons of the KXT 7731 and 12 buttons of the KXT 7730 telephones.

There are 2 types of programmable buttons on the KXT 7731 telephone and 1 type of programmable button on the KXT 7730 telephone.

The buttons in the left-hand column of the KXT 7731 are called CO/DSS buttons and the buttons in the right-hand column are called Programmable Feature buttons.

On the KXT 7730 telephone, there is only 1 column of buttons and they is called CO/DSS buttons.

You can customize the flexible CO buttons/Direct Station Selection (CO/DSS) buttons, Programmable Feature buttons, on your multi-line telephone and DSS Console by assigning the following features to them. For example, if your telephone has more CO/DSS buttons than the number of outside lines connected to your PBX, you can customize unused CO/DSS buttons by assigning them to be Direct Station Selection buttons.

The Programmable Feature buttons can be used for Speed Dial and to easily access features.

How to program an extension to a Direct Station Selection Intercom button.

This will make the button to light up when the extension is in use and it will also allow you to have a One-Touch method to call the extension.

Leave the handset in the cradle.
Press the Program button.
A.Press the desired **left-hand** column Direct Station Selection button.
B. Dial 1 + the extension number. (Example: Ext 102 would be 1102)
C. Press the AUTO DIAL/STORE button to save it.
Repeat step A through C for addition button assignments.

How to program a Speed Dial Number in a Programmable Feature button.

Leave the handset in the cradle.
Press the Program button.
A.Press the desired **right-hand** column Programmable Feature button.
B. Dial 9 + the number to be stored. (Example: 1 800 234-5678 would be 918002345678)
C. Press the AUTO DIAL/STORE button to save it.
Repeat step A through C for addition button assignments.

How to program a Day / Night / Lunch button in a Programmable Feature button.

Day / Night / Lunch button can <u>only</u> be programmed on an optional DSS Console.

Leave the handset in the cradle.
Press the Program button.
A.Press the desired Programmable Feature button on the DSS Console.
B. Dial 4 for Day Mode **or** dial 5 for Night Mode **or** dial 6 for Lunch Mode.
C. Press the AUTO DIAL/STORE button to save it.
Repeat step A through C for addition button assignments.

How to program a Voice Mail Transfer button
in a Programmable Feature button or Direct Station Selection button

Allows you to send a caller directly to a Voice Mail Box without ringing the phone.

Leave the handset in the cradle.
Press the Program button.
A.Press the desired **right-hand or left-hand** column button.
B. Dial 94 + the VM extension number. (The VM extension number is usually 107, 115, or 165)
C. Press the AUTO DIAL/STORE button to save it.

How to program a Voice Mail Message Waiting Indicator button
for another station in a Direct Station Selection button

Allows you to monitor another stations VM Message Waiting Indicator.

Leave the handset in the cradle.
Press the Program button.
A.Press the desired **left-hand** column button.
B. Dial 95 + the extension to be monitored.
C. Press the AUTO DIAL/STORE button to save it.
Repeat step A through C for addition button assignments.

How to program an Outside Line button

Allows you to add/relocate outside line button positions.

Leave the handset in the cradle.
Press the Program button.
A.Press the desired **left-hand** column button.
B. Dial 0 + the outside line (1 – 8) you want to appear on the button. (01=line 1, 03=line 3 etc…)
C. Press the AUTO DIAL/STORE button to save it.
Repeat step A through C for additional button assignments.

How to Remove a Button and Make It Blank

Leave the handset in the cradle.

Press the Program button.

A. Press the desired **left-hand** column button to be Removed (Erased).

B. Dial 2

C. Press the AUTO DIAL/STORE button to save it.

Repeat step A through C to Remove any additional button assignments.