

Alcatel **Premium Reflexes™**

Alcatel OmniPCX 4400



ALCATEL

ARCHITECTS OF AN INTERNET WORLD

How to use this guide

You have an **Alcatel Premium REFLEXES** digital telephone.

The large display and alphabetic keypad ensure ease and comfort of use.

• Actions



Off-hook



Hang up



Description of an action or context

• Display



Partial view of the display

• Programmable keys and icons



Line or programmable key



Icon corresponding to a key



Pre-programmed key

• Keypad



Numeric keypad



Alphabetic keypad



Specific key on numeric keypad

• Audio keys



Loudspeaker



Hands free



Reduce volume



Increase volume

• Other fixed keys



Fixed key (eg: MENU)

• Other symbols used



Alternative to action sequence



Alternative to action sequence



Important information

Symbols can be enriched by small icons or text.

All the implicit or personalized codes are presented in a table of codes provided with the telephone.

The availability of some of the functions described in this guide may depend on your system version or configuration. If you are in doubt, consult your system supervisor.

We suggest that you consult the corresponding user manual for more detailed information on your telephone.

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Your telephone

Display

Comprises 1 line and several pages of information about your correspondent

Light indicates messages received

To programme your telephone

To call using your personal directory

Secret to isolate you from your correspondent

Interphone so that your telephone answers automatically without you having to off-hook

To access the various message services

To transfer a call to another terminal (multi-line mode)

To end a call or exit from programming

Alphanumeric keypad for calling by name

Protected by a flap, raise the flap to expose the keypad

Audio keys

Loudspeaker (LS)

To share a conversation

To reduce the volume of the LS or handset







To increase the volume of the LS or handset

Hands free to call or answer without off-hooking




Programmable keys and icons

These keys are divided into line keys and function keys. Each key has a corresponding icon.







Line icons

-  Incoming call (flashing)
-  Call in progress
-  Call on hold
-  Call on common hold

Function icons

-  Function active
-  Function requiring action
-  Telephone or line busy (supervision)

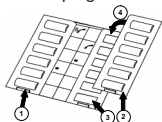
Certain keys are preprogrammed (these keys differ according to the configuration of your telephone (single-line or multi-line)).

-  to switch between two calls (single-line terminal)
-  to temporarily store a number
-  to consult the list of unanswered ISDN calls or to make an ISDN call
-  to cancel an enquiry call (single-line terminal)
-  to automatically redial the last number dialled
-  to divert calls to another terminal

Installing the label on the telephone

A printed label is supplied with the telephone to be placed under the programmable keys.

- ① Insert a flat-tipped object into the slot (1 slot per block of keys).
- ② Raise the key block cover.
- ③ Slide the printed label into position.
- ④ Lower the cover.



I. Making a call

1 1. Making a call



Off-hook

OR



Hands free



Dial

OR



Dial directly



To make an external call, dial the "External call" code.
To call the operator, dial the "Operator call" code.

• To terminate a call



Hang up

OR



1 2. Answering a call



Off-hook

OR



Hands free

1 3. Calling using your personal directory



Directory



Programmed
numeric key

1 4. Calling your correspondent by name



Enter the first letters of your correspondent's name (*)

If the name has no spaces, the search is made automatically by Surname.

If the name includes one space (2 words), the display screen proposes two possibilities.

1 to search by Surname

2 to search by Surname/First name

If the name includes two spaces (3 words), the search is run automatically by Surname/First name.

In all cases



Start the search



Display of the first name and the number of solutions found

OR

Modification request (*)



OR



Display the number of the proposed name



OR



OR



Dial number

Next name

Previous name

(*)  used to correct the entry or change the request.

1 5. Redialling the last number dialled (Redial)



Redial



0122515163

Dialled
number

1 6. Making a call-back request

Your correspondent
does not reply or is
busy



Programmed
**"Call-back
request"**
key

OR



**"Call-back
request"**
function
code

2. Handling several calls

During a conversation, you can perform various operations such as call a second person or transfer the call to another number, etc.

2 1. Calling a second correspondent (enquiry call)



Dial directly

OR



Type in the first letters of the name



The first correspondent is placed on hold

Cancelling the enquiry call



Hang up then off-hook

OR



Single-line terminal

You recover the first call

2 2. Answering a second call

During a call, a second correspondent tries to contact you:

Dupond



OR



Name of caller is displayed for 3 seconds

Line keys whose icon is flashing

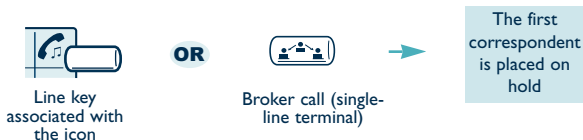
Programmed key "Consulting call on hold" (single-line terminal)



The first correspondent is placed on hold

2 3. Switching between calls (broker call)

You are in conversation and another call is on hold. To switch from one call to the other:



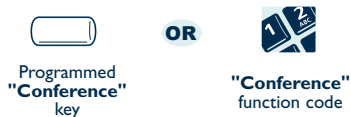
2 4. Transferring a call

To transfer a call to another terminal during a conversation:



2 5. Conversing with two correspondents (3-way conference)

During a conversation, another call is on hold:



Use the same procedure to cancel the conference and recover the first call.

3. Customizing your telephone

3 1. Programming your personal code

The code of your terminal is 0000 by default.

To select or change your personal code:



Code of the
**"Change personal
code"** function



Enter the
present code



Enter the new
code

Each code digit is represented by an asterisk.

3 2. Programming your personal directory

Your personal directory contains up to 12 numbers (0 to 9, * and #).



Number to
programme



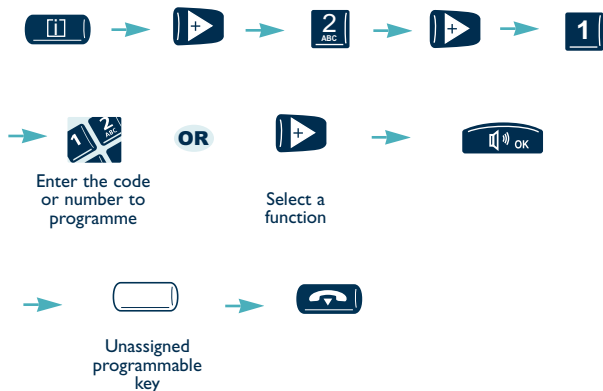
Directory

Numeric key on which you
want to programme the
number

Personal directory numbers		
0	4	8
1	5	9
2	6	*
3	7	#

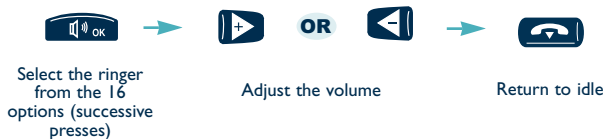
3 3. Programming a function on an unassigned key

The list of programmable functions is given in your user manual.



3 4. Selecting your ringer tune

Terminal idle:



3

5. Adjusting the display and icon brightness



Code of the
**"Programming
brightness"**
function



OR



Adjust the brightness

Confirm the
setting

3

6. Selecting the language



Code of the
"Language"
function



Display the
language
options (*)



Display of the
various options



Code associated
with the chosen
language



Confirm

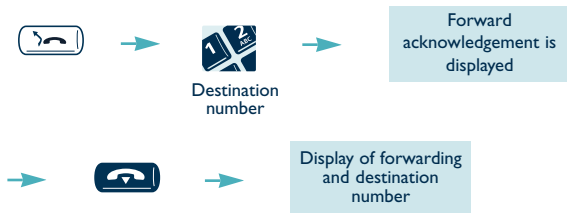
(*) for example:

F: French - GB: English - D: German - SP: Spanish - P: Portuguese - NL:
Dutch - DK: Danish - I: Italian - A: Austrian

4. While you are away - When you return

All these functions can also be activated by entering the corresponding code.

4 1. Forwarding your calls to another number (immediate forward)



4 2. Forwarding your calls to the voice mail



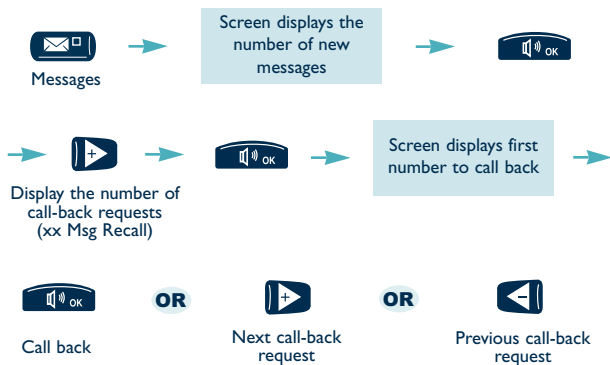
4 3. Cancelling forwarding on your return




4. Consulting your messages on your return

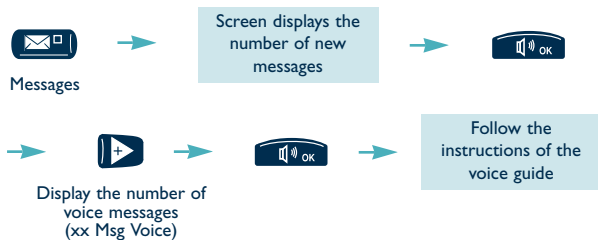
The light and corresponding icon  indicate messages received.

• Call-back requests



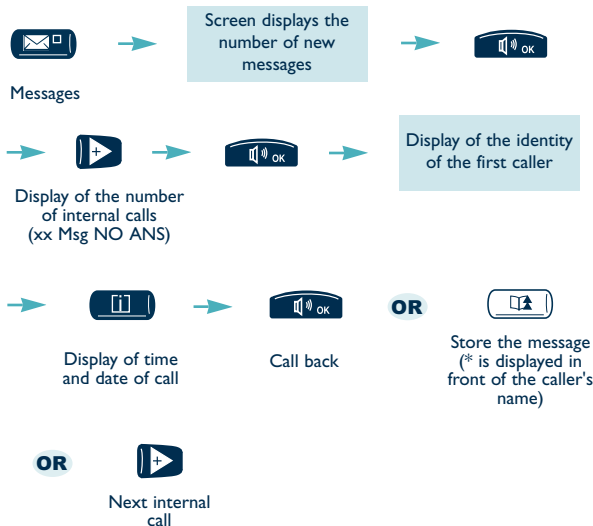
Note: even if the correspondent does not answer, the call-back message is erased after the number is called back when you proceed to the next message, as it is when you press  to quit message mode .

- **Voice messages**




• List of internal calls

While you were away the internal calls have been stored (16 calls maximum).



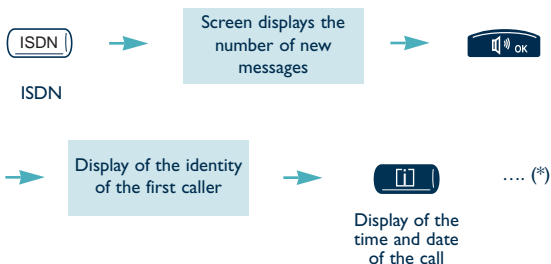
If you call back a correspondent who does not answer, the message is stored.

If the message is not stored and you do not call back the correspondent, it is cleared when you proceed to the next message, as it is when you press  to quit message mode.

- **List of external calls**

While you were away, the external calls from ISDN subscribers have been stored (16 calls maximum).

The icon associated with  indicates messages received.



(*)see § **List of internal calls**

Precautions for use

Caution: never let your telephone come into contact with water. You can nevertheless use a soft moist cloth to clean your telephone.

Never use solvents (trichlorethylene, acetone, etc.) as they risk damaging the plastic surfaces of your telephone. Never spray cleaning products on it.

If you use your telephone near an electronic source emitting a high level of electromagnetic radiation, you may hear a slightly audible modulation in the earpiece.

Conformity: this telephone is designed to be connected to an Alcatel OmniPCX 4400 PABX. It is classed SELV within the meaning assigned by standard NF EN 60950.

The CE marking indicates that this product complies with the following EC directives:



- 89/336/CEE (electromagnetic compatibility)
- 73/23/CEE (low voltage)
- 1999/5/CE (R&TTE)

Declaration of conformity

We,

ALCATEL BUSINESS SYSTEMS

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declare that the following products are deemed to comply with the requirements of Directive 1999/5/CE of the European Parliament and the Council.

ALCATEL Premium Reflexes

Any unauthorized modification of the products makes this declaration of conformity null and void. A copy of the original of this declaration of conformity can be obtained by making a written request to:

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**For further
information, visit our
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