

VODAVI TELEPHONE: PROGRAMING A SPEED BUTTON

STATION SPEED NUMBERS CAN BE ENTERED BY PERSONAL USERS AT THEIR OWN STATIONS. SYSTEM WIDE SPEED NUMBRES MUST BE PROGRAMMED AT THE ATTENDANT TELEPHONE, TYPICALLY STATION 100.

YOU MUST KNOW THE SPEED BIN NUMBER THAT YOU CREATED.

MAKE SURE THAT YOUR HANDSET IS IN THE CRADLE OF YOUR TELEPHONE.

DIAL THE SPEED BUTTON TWO TIMES.

TOUCH THE FLEXIBLE BUTTON THAT YOU WOULD LIKE TO MAKE INTO A SPEED DIAL BUTTON.

PRESS THE SPEED BUTTON ONE TIME.

DIAL THE SPEED BIN WITH THE NUMBER IN IT THAT YOU CREATED.

A CONFIRMATION TONE WILL SOUND.

HIT THE ON/OFF BUTTON TO COMPLETE PROGRAMING.