



Nitsuko TX User Guide

ANSWER INCOMING CALL

RINGING EXTENSION

1. Lift Handset

NON RINGING EXTENSION

1. Lift Handset or Press "SPK" Key
2. Press the flashing line key.

TO PLACE AN OUTGOING CALL

USING HANDSET

1. Lift Handset
2. Select Idle line key
3. Dial telephone number

HANDSFREE

1. Select Idle line key
- OR
2. Dial "0"
 3. Dial Telephone number

TO PLACE INTERCOM CALL

1. Lift Handset
- OR
2. Press "SPK" key
 3. Then dial extension number
- OR
4. Press "DSS" (1-10) key
 5. For pre programmed extension number.

N.B DSS = Extension Keys



TO ANSWER AN INTERCOM CALL

USING HANDSET: Lift Handset

HANDSFREE: Phone will beep, talk back to keyset.

TO PLACE A CALL ON HOLD

1. Press "HOLD" key
2. Hang up (Line key will flash green)

TO RETRIEVE A CALL ON HOLD

1. Lift handset
2. Press flashing line key

TO TRANSFER A CALL

UNANNOUNCED

1. Place call on "HOLD"
2. Press "ICM" key
3. Dial extension number
4. OR Press "DSS" key
5. Press "TRFR" key and hang up

ANNOUNCED

1. Press "ICM" key
2. Dial extension number
3. OR Press "DSS" key
4. Announce the call
5. Press "TRFR" key and hang up.

LAST NUMBER REDIAL

1. Select a line key
2. Press "LND" key



TO ADJUST VOLUMES

Volumes are adjusted in whichever mode is in use. Eg. when the phone is ringing press volumes up or down to adjust the ring volume. The phone will automatically stay at this level.

- use volume /\ or \\/ to adjust.

DO NOT DISTURB

Press “DND/CONF” key on/off

PAGING

1. Lift handset
2. Press “ICM” Key
3. Dial “80”
OR
4. Pre Programmed “PAGE” key

TO STORE ONE TOUCH DIALING

1. Press “ICM” Key
2. Press “DC” Key & *
3. Press a ONE TOUCH KEY (1–10)
4. Dial number to be stored
5. Repeat steps 2–4 for additional numbers
6. Press “SPK” to exit

TO USE ONE TOUCH DIALING

1. Select a line
2. Press ONE TOUCH KEY (1–10)



TO STORE ABBREVIATED DIAL (FROM STATION 10 ONLY)

1. Press "ICM" Key
2. Press "DC" Key & *
3. Dial abbreviated number (00–99)
4. Dial phone number to be stored
5. Repeat steps 2–4 for additional numbers
6. Press "SPK" key to exit.

TO USE ABBREVIATED DIAL

1. Select a line
2. Lift Handset or press "SPK"
3. Press "DC" Key
4. Dial abbreviated number (00–99)

TO STORE DIRECTORY DIAL

NAMES FOR SPEED DIALS (STATION 10 ONLY)

1. Press "DC" Key Twice
2. Press "HOLD" Key
3. Dial abbreviated No (00–99) + *
4. Input letter by edit mode (see last page)
5. Press "HOLD"
6. Press next number
- OR
7. Press "SPK" to exit.

TO ACCESS DIRECTORY DIAL

1. Press "DC" key
2. Dial "6"
3. Enter first letter of name
4. Find (# = backward scroll, * = forward scroll)
5. Press line key.



CONFERENCE FACILITY

INTERNAL: Enables user to establish an outside call & then add up five additional inside parties.

TO ACTIVATE

1. Establish outside call
2. Press "CONF" key
3. Press "ICM" key
4. Dial extension of other party
5. Press "CONF" key to establish conference
6. Repeat steps 2 -5 to add more parties
7. To end Hang up.

EXTERNAL: Enables up to two outside parties & multiple inside parties

TO ACTIVATE

1. Establish first outside call
2. Press "CONF" key
3. Establish second outside call
4. Press "CONF" key
5. To end hang up

AUTOMATIC REPEAT DIAL: Automatically redials last number for X number of attempts

TO ACTIVATE

1. Press "OPAC" key on busy Or no answer.
2. Dial "1"
3. Replace handset or press "SPK" key
4. System will automatically commence feature

TO CANCEL

1. Lift Handset and replace.

CALL PICK UP

INTERNAL CALLS

1. Lift handset
2. Dial ringing extension number
3. Press #

INCOMING CALLS

1. Lift handset
2. Press "ICM" key
3. Dial "96"



TO CALL FORWARD TO INTERNAL EXTENSION

1. Press "SPK" Key & "ICM"
2. Press "TRFR" Key
3. Dial destination extension
4. Dial option code (see below)
5. Press "SPK" Key

OPTIONS

- 0 – IMMEDIATE
- 1 – BUSY
- 2 – UNANSWERED
- 3 – UNANSWERED/BUSY

TO CANCEL

1. Press "SPK" Key
2. Press "TRFR" key twice

SETTING DATE & TIME (FROM STATION 10 ONLY)

1. Press "SPK" Key & "ICM"
2. Press "OPAC" key
3. Press "CLEAR" Key
4. Enter Year (eg 2000)
5. Dial *
6. Enter Date (eg Month & Date)
7. Dial *
8. Enter Day (eg 0-6, 0 = Sunday)
9. Dial *
10. Enter Time (24 hour)
11. Dial *
12. Press "SPK" to exit



INPUT LETTER MODE

Using the one touch keys you can create a message or name for each line or extension. Each dial key contains three letters or symbols.

The message or name can be up to 8 digits long consisting of alphanumeric characters, symbol marks and spaces.

OPERATION

1. Dial key (0–9) numbers
2. One touch key (1–3) with Dial Key (0–9) equal letters & Symbols
3. One touch key 4 equals space
4. One touch key 5 equals Delete a character
5. One touch key 6 equals Delete all characters

ENTERING NAMES FOR EXTENSIONS (FROM STATION 10 ONLY)

1. Press “DC” key twice
2. Press ”ICM”
3. Dial extn number to store (eg. 10)
4. Dial *
5. Input name by “input letter mode”
6. Press “ICM” repeat from step 3
7. Press “SPK” to exit

PROGRAMMING DSS KEYS

1. Lift Handset
2. Press “DC” key & “#”
3. Press “DSS” to be programmed
4. Dial extension number
5. Hang up or repeat from step 2