


## Programming and Using Personal Speed Dials On The SBX-IP 320

### Programming Personal Speed Dials

While your System Administrator can program System Speed Dial Numbers/Bins (those that anyone in the system can use), you can create your own list of speed dial numbers. These are known as Station Speed Dial Numbers or Bins.

1. Use ▲ on the Nav Button to access the Programming Menu.
2. Use ▼▲ on the Nav button to scroll through the options.



```
1. BASIC PROGRAM
2. ADVANCED PROGRAM
OK
```

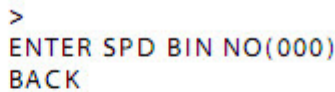
When you find the *SPEED PROGRAM* option:

3. Press the OK soft button to select it.



```
3. SPEED PROGRAM
5. MOBILE EXTENSION PGM
OK
```

4. Enter the three-digit speed dial BIN number (for example, 007).
  - This is the number that will be associated with the actual phone number to be dialed.



```
>
ENTER SPD BIN NO(000)
BACK
```

5. Enter the number that you want to have dialed when the designated BIN number is selected.
  - You can press DELETE to delete the BIN number without saving it.



```
>5552323
ENTER CO-BTN/DIGIT (007)
BACK DELETE
```

6. Press the OK soft button to store the phone number.

>  
ENTER NAME (SPD 007)  
BACK OK

▲

7. Enter a name for the speed dial number (see "Entering Characters for Display Entries" on page 2-20).

>ABC COMPANY  
ENTER NAME (SPD 007)  
BACK OK

▲

8. Press the OK soft button to complete the entry and store the name and number.

## Using Personal Speed Dials

**Note:** Speed Dial Numbers are also known as Speed Bins, and may be designated as follows:

- *Station Speed Bins: 000 to 099*

*From an idle phone:*

1. Press **SPEED**.
2. Enter the speed dial number (in the format as shown above).

**OR**

Press \* to dial the last speed dial number used.

**OR**

Press the **SPEED** soft button to search available speed dial numbers (both system and station) by name.

SPD\_NO LAST(\*)SAVE(#)  
DIAL\_BY\_NAME([SPEED])  
SPEED

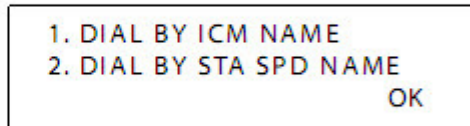
▲

*(continued on next page)*

**To Dial by Speed Name**

Once you have pressed the *SPEED* soft button as shown above:

3. Use ▼ ▲ on the Nav Button to scroll between DIAL BY STA SPD NAME or DIAL BY SYS SPD NAME option.
4. Press the OK soft button to select the "DIAL BY..." option you want to use.



1. DIAL BY ICM NAME  
2. DIAL BY STA SPD NAME  
OK



If you have any questions please feel free to call us @ 303-688-6191