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

Programming Personal Speed Dials

While your System Adminsitrator 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 SPEED PROGRAM option:

3. Press the OK soft button to select

| **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   OK |

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

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

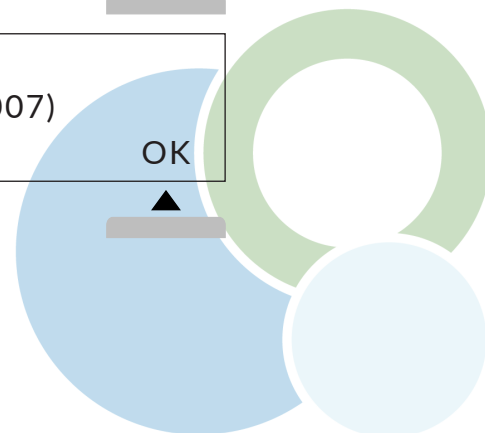6. Press the OK soft button to store the phone number

7. Enter a name for the speed dial number, then press the OK soft button to complete the entry and store the name and phone number.

| > |
| ENTER NAME (SPD 007) |
| BACK   OK |

| >ABC COMPANY |
| ENTER NAME (SPD 007) |
| BACK   OK |

System
COMMUNICATIONS

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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 shown to the right)
   –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
               ▲
         ▁▁▁▁▁
```

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