



# USER'S MANUAL v2.1



for TELX PABX Models 3x8

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# *Before Operation*

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## **◆◆ What Kind of Telephones You Can Use With Our PBX**

Can use any brand Single Line Telephone Set to program and work with it

## **◆◆ Attention**

Make Sure the Power Supply is 220VAC or 110VAC Before Connection.

## **WARNING**

***CHECK THE POWER SUPPLY OF THE PBX BEFORE CONNECTION, MAKE SURE IT IS SAME AS LOCAL VOLTAGE***

***DO NOT PLUG IN OR PLUG OUT THE ADD-ON CARD OR OTHER EQUIPMENT WHEN PBX IS POWER ON.***

***MAKE SURE TO CONNECT WITH GROUND FOR LIGHTNING PROTECTION***

***IF PBX FAILS PLEASE DO NOT MOVE OR TOUCH ANY COMPONENTS IN PBX JUST CONTACT YOUR LOCAL DEALER FOR REPAIR***

***DO NOT EXPOSE THE SYSTEM TO RAIN OR MOISTURE SITUATION.***

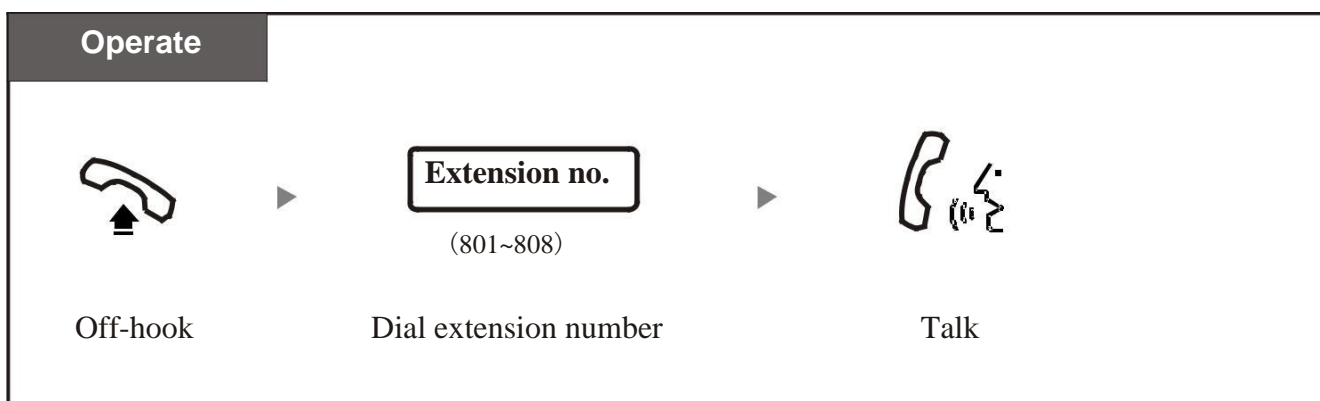
# 1.1 Make Calls

## 1.1.1 Basic Calling

- Intercom Call
- Call Operator
- Call Outside

### ◆◆ Intercom Calling

The extension call to other extension.



Extension no. : It means original extension numbers 801,802,803 ~808 ,or the new numbers that you have modified;



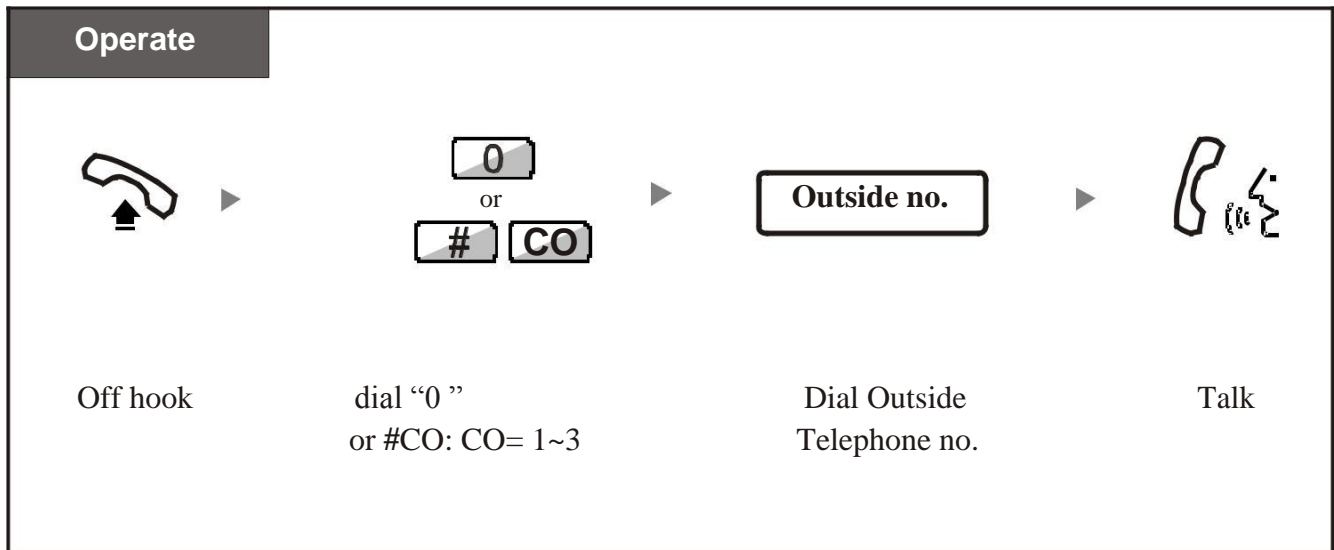
In system factory status, User pickup handset and hear the intercom dialing tone. If dial "0", then it will route to external dialing mode, user can still use "\*" to switch to intercom mode.

# 1.1 Make Calls

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## ◆◆ Call Outside

The extension call to outside telephone number .



Dial "0" : System will auto-select any idle free Outside Line;  
Dial #01~#03: System will directly select desired Outside Lines 1~3;  
Outside Telephone number.: The number from Telecom operator.

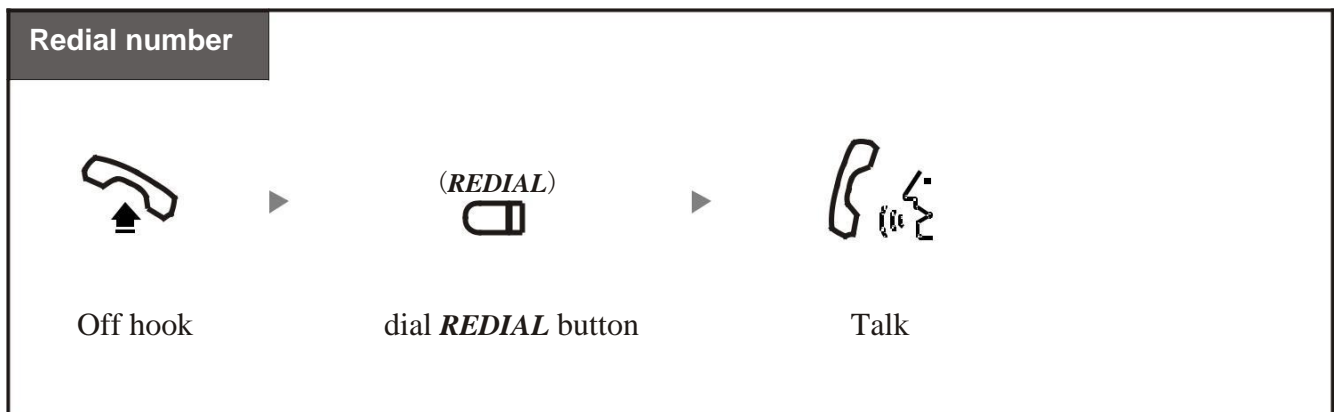
# 1.1 Make Calls

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## 1.1.2 Last Number Redial

### ◆◆ Last Number Redial

You can dial the last number again by quickly press Re-dial button.



# 1.2 Receiving Calls

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## 1.2.1 Call Pickup

You can answer an incoming call that is ringing at other extension:

- Randomly Pickup: pick up a ringing extension randomly;
- Group Pickup: pick up a ringing extension within same group,  
System can set max. 2-group. Refer to System Program 24;

### ◆◆ Randomly Pickup

Can pick up the extension which firstly ring .

#### Operate

When extension is ringing:



Off hook



Dial "#7"



Talk

## 1.3 During a Conversation

### 1.3.1 Call Transfer

#### ◆◆ Call Transfer

You can transfer the conversation to other extension party.

#### Operate

During a conversation:



Flash Hook-switch



# \*

Extension no.



#\* + Input Extension number

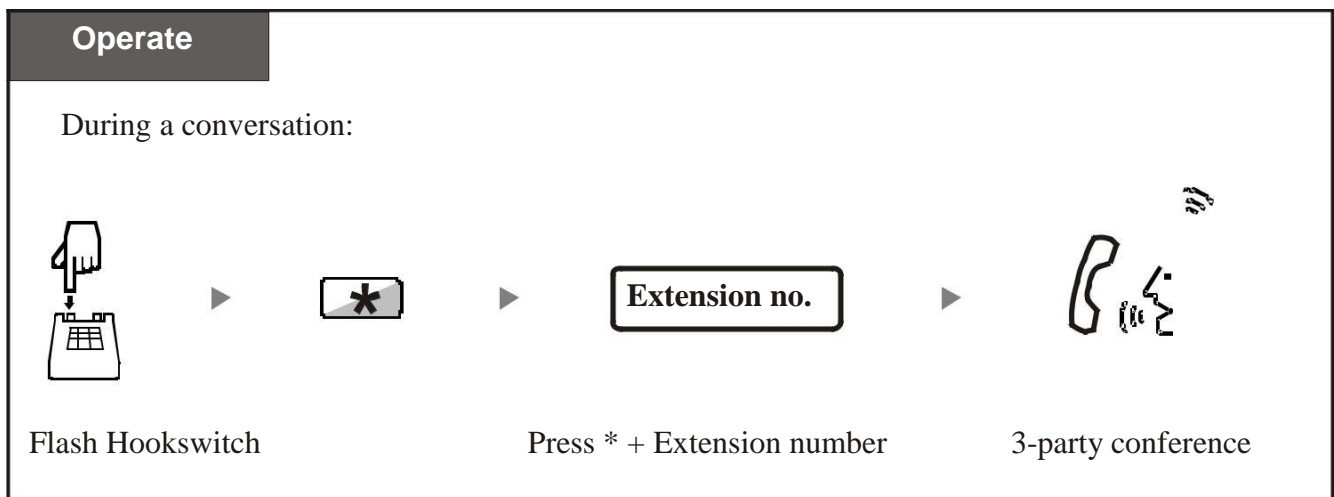
on-hook

## 1.2 During a Conversation

### 1.3.2 Multi-party Conference Call

#### ◆◆ To Call For a Conference

During a 2-party conversation (1CO +1EXT), you can add a third party join together for a 3-party conference call.



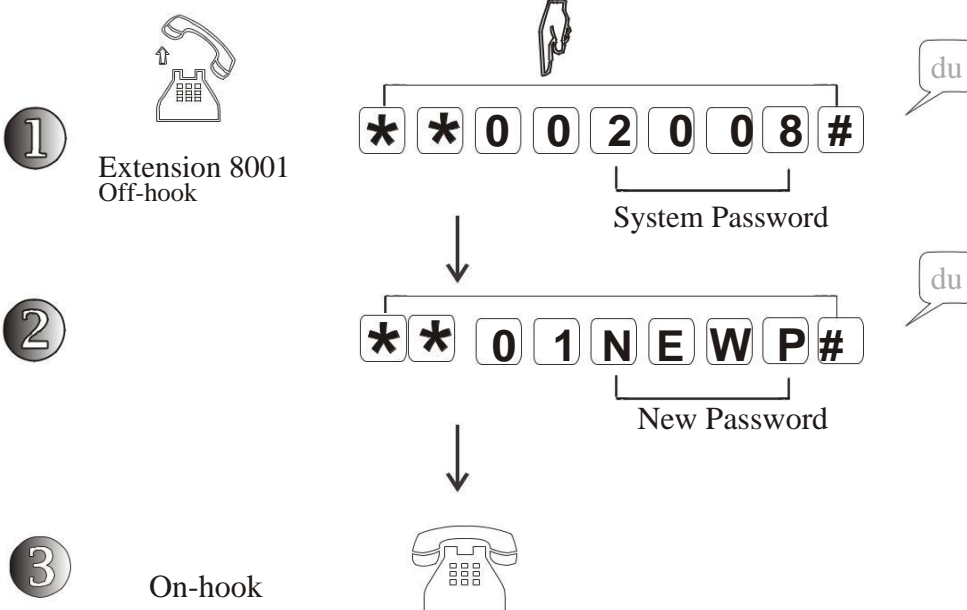


# 1.4 System Program

## 1.4.1 Modify System Program Password

Steps

Press Button



▶▶ **2008:** It is the original 4-digit password for System Program;  
**NEWP:** It refer to any 4-digit new password that you can set;

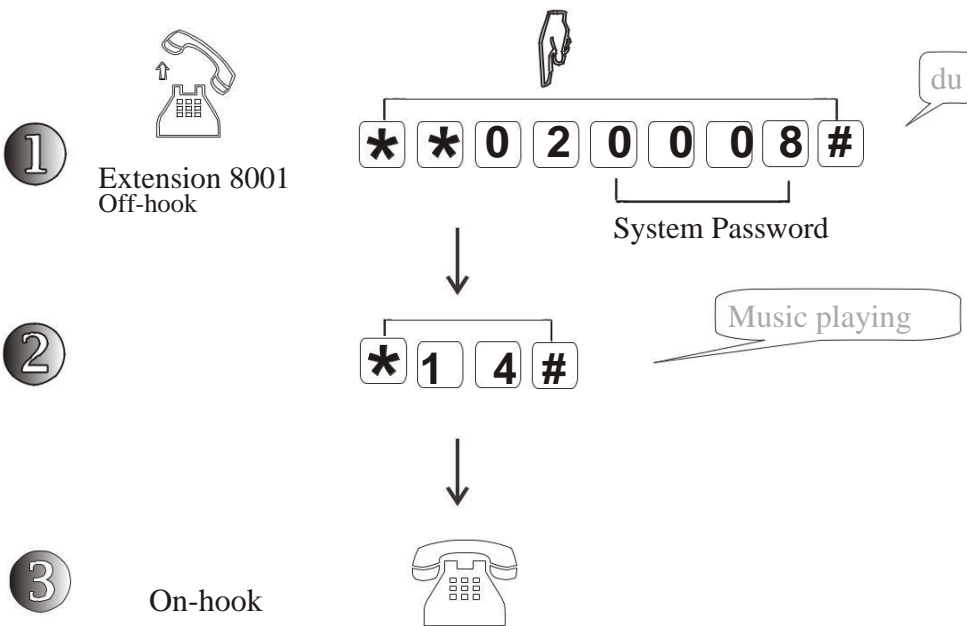
▶▶ If user forget the password which programmed, please ask help from our dealer or factory directly .

# 1.4 System Program

## 1.4.2 Play Music on Hold

Steps

Press Button



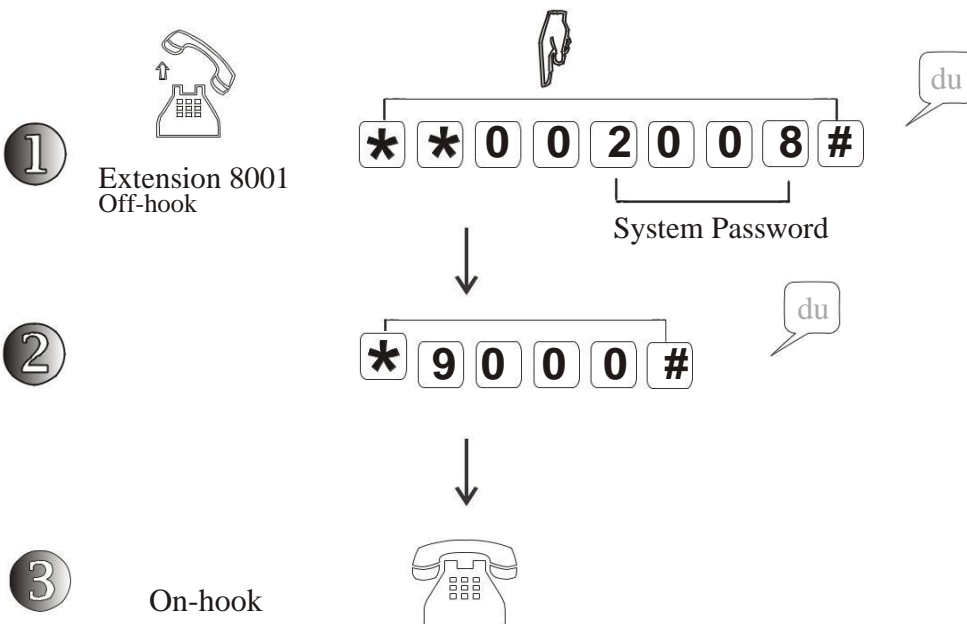
- ▶▶ **2008:** It is the original 4-digit password for System Program;
- ▶▶ **Music:** the built-in music can not be changed ,it will be played when Caller is transferring;

# 1.4 System Program

## 1.4.3 Return PBX to Factory Setting

Steps

Press Button

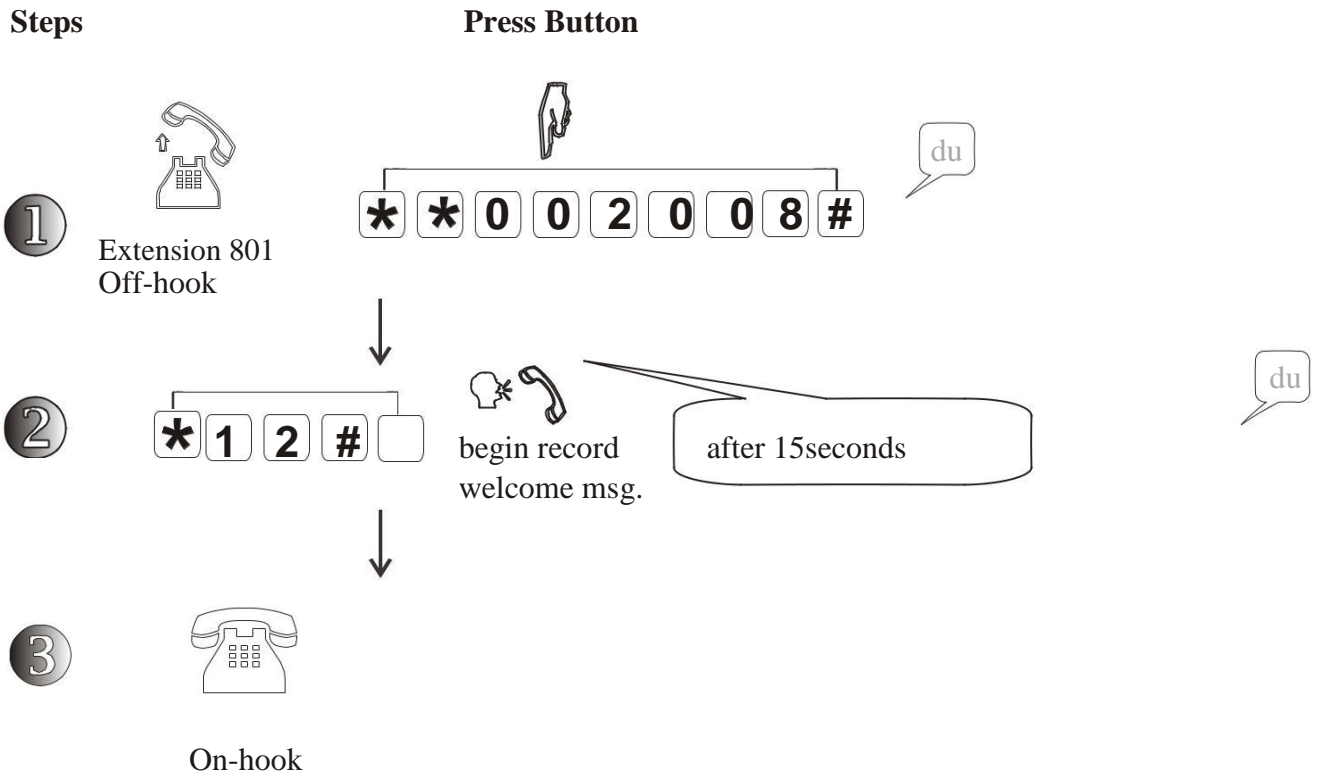


▶▶ User can re-set system to factory after system work for some time;

▶▶ This code do not re-set Extension number, Outside Line port switch status and Call logs for PC.

# 2.1 Auto or Operator Attendant Program

## 2.1.1 Record Auto-attendant Message



▶▶ User can check the OGM record result by this feature  
Setting Code: \* 1 3 #

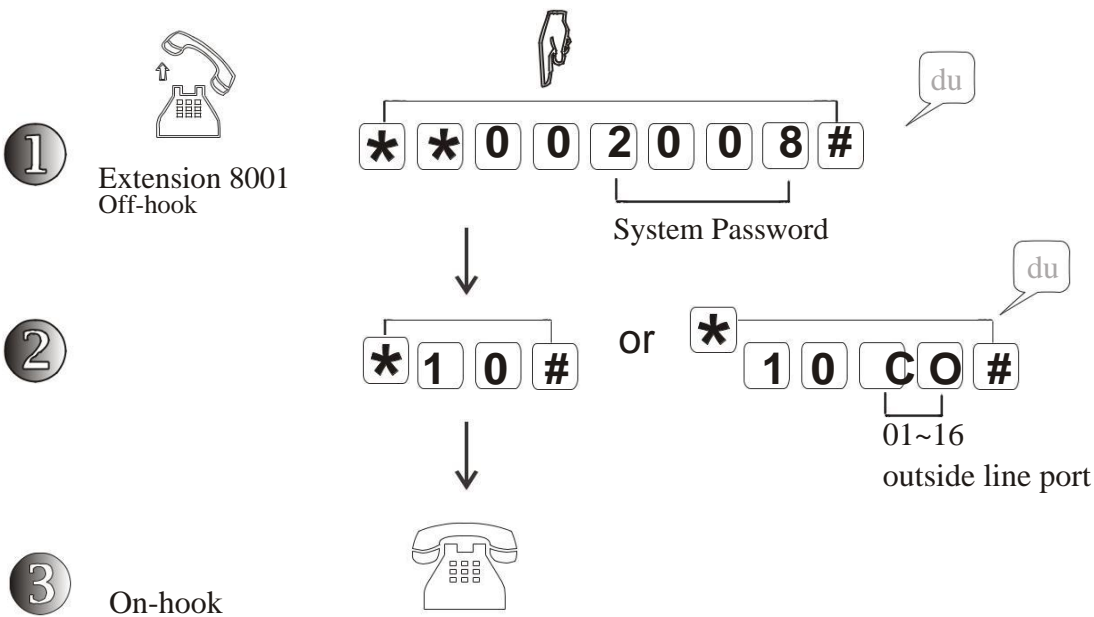
▶▶

## 2.1 Auto or Operator Attendant Program

### 2.1.2 Set Outside Lines in Auto-attendant Mode

Steps

Press Button



- ▶▶ **\*10#**: This code is to set All Outside Lines in Auto-attendant mode;
- ▶▶ **\*10CO#**: This code is to set specific outside line in Auto-attendant mode; CO = 01,02,03,04,05...14,15,16, means outside line port.

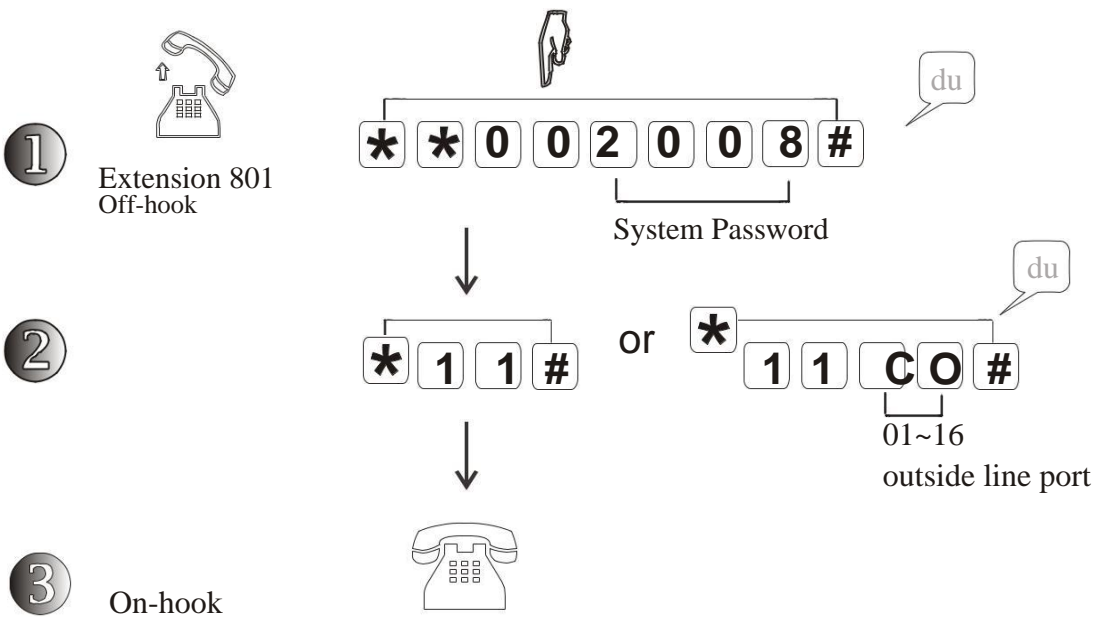
- ▶▶ After setting, all incoming call will be routed automatically by PBX message, the Caller can dial to the desired extension directly without consultation with Operator or reception.

## 2.1 Auto or Operator Attendant Program

### 2.1.3 Set Outside Lines in Operator-attendant Mode

Steps

Press Button



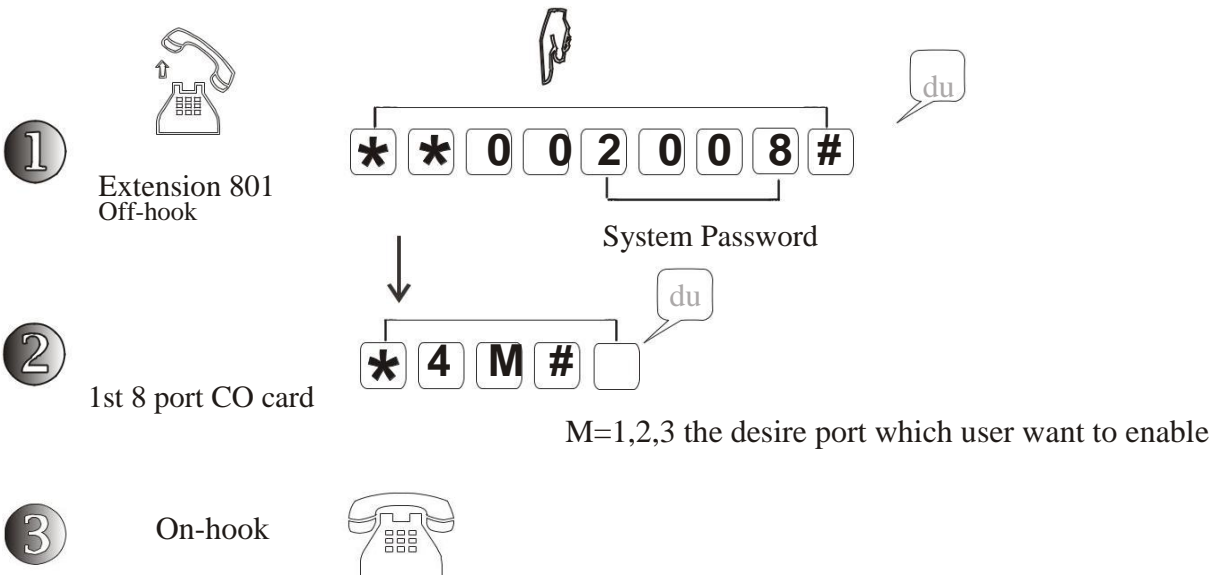
- ▶▶ **“\*11#”**: This code is to set All Outside Lines in Operator-attendant mode;
- ▶▶ **“\*11CO#”**: This code is to set specific outside line in Operator-attendant mode; CO = 01,02,03,04,05...14,15,16, means outside line port.
- ▶▶ After setting, the incoming calls will be received and routed by Operator or reception by hand manually.

# 2.1 Outside Line Program

## 2.1.4 Enable/Disable Outside Line Ports

Steps

Press Button



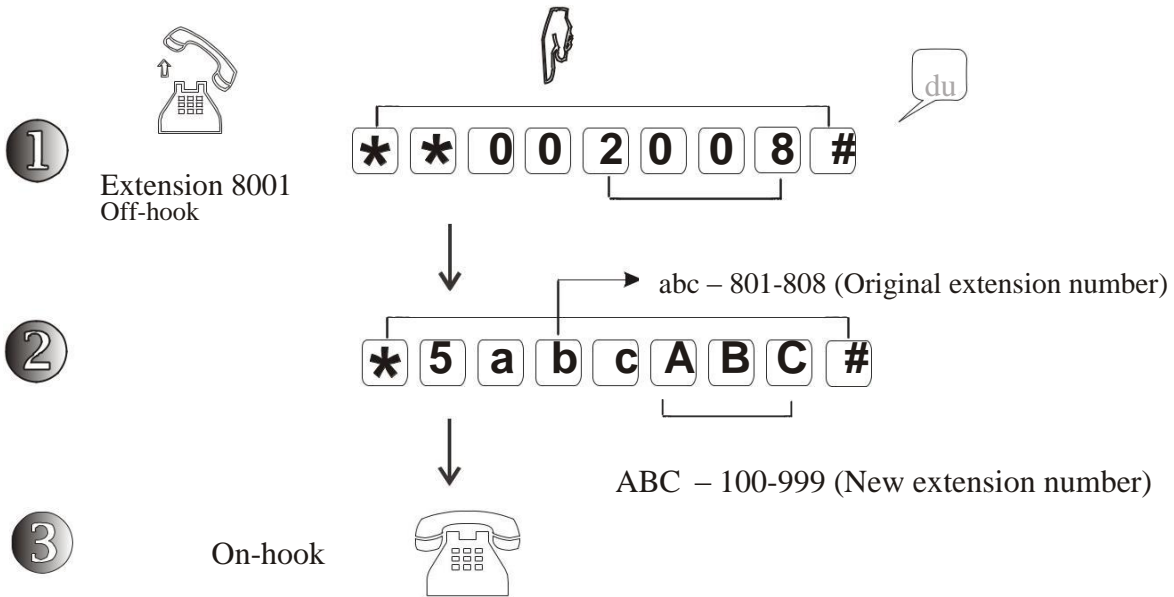
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# 3.1 Extension Program

## 3.1.1 Extension Flexible Numbering

Steps

Press Button



- ▶▶ **Reset extension number to factory:** “\*5000#”
- ▶▶ **Clear all extension number:** “\*5100#”

- ▶▶ Extension number can not be the same , and new extension number is selectable among “10” ~ “8999” ,but can not be 1-digit like “1,2,3” and start with “0” or “9” like 008,900.

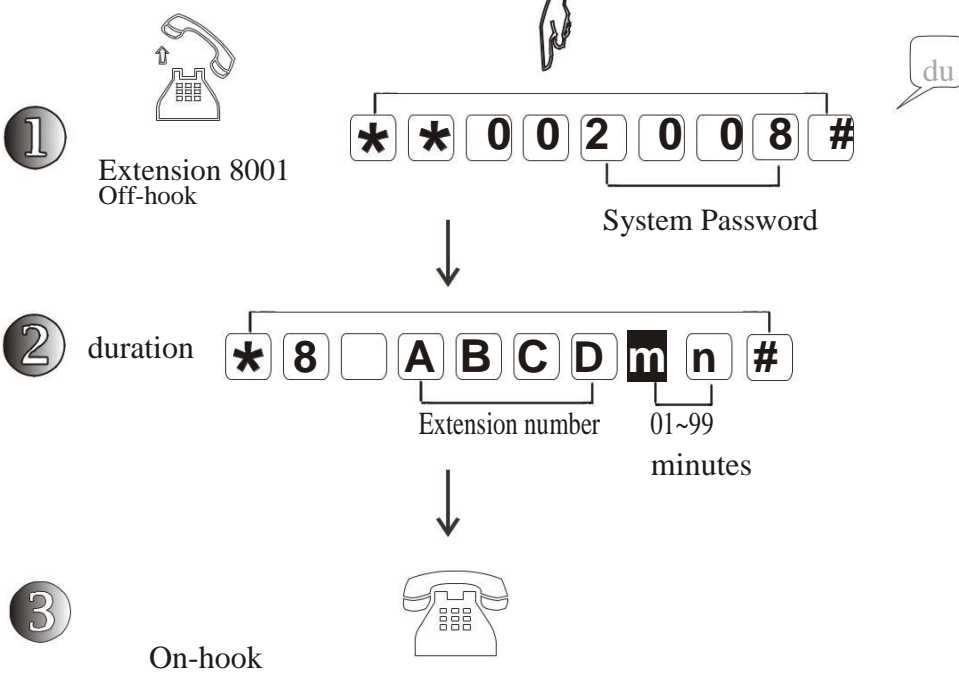


# 3.1 Extension Program

## 3.1.2 Call Duration Control

Steps

Press Button



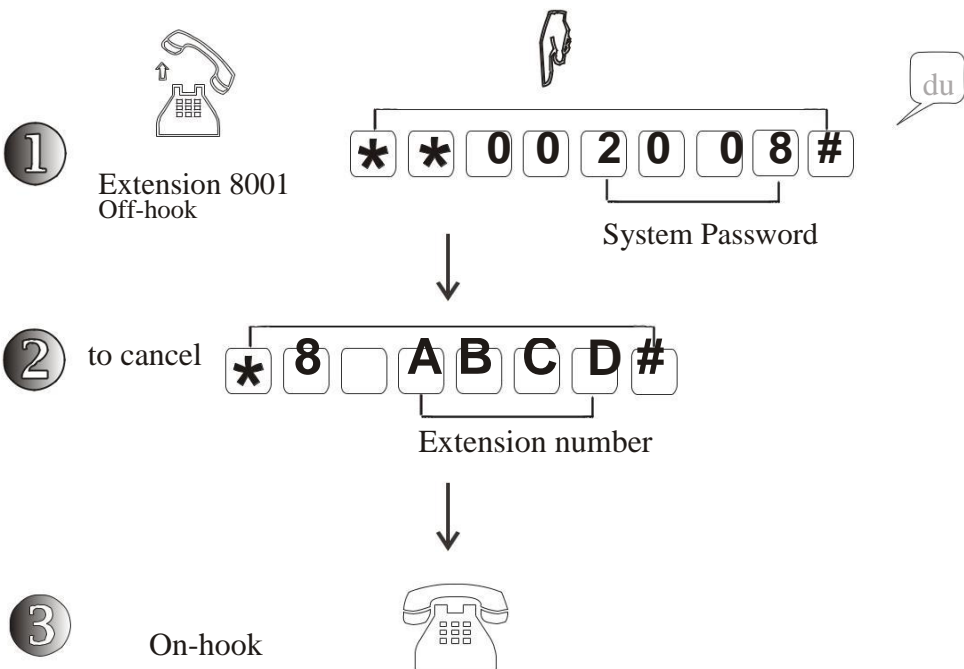
**Description:** Allow to control extension users to do not occupy the conversation and telephone line for long time.

# 3.1 Extension Program

## 3.1.3 Call Duration Control - Cancel

Steps

Press Button



## System Program List

No	Command	Function
1	**00 2008#	Login in system program mode by using password "2008"
2	*01 ABCD#	Change factory password to new "ABCD"
3	*4M	Enable CO Line Port, (M = 1, 2, 3, 4)
4	*31N abc#	Set CO Line "N" as exclusive line of extension "abc"
5	*32M abc#	Set extension "abc" can only use CO Line "M"
6	*2M abc#	Set incoming line "M" ringing extension "abc"
7	*11#	Set system in Operator Mode
8	*10#	Set system in Auto- attendant mode
9	*10m#	Set line "m" in Auto-attendant mode
10	*12#	OGM/ DISA Recording
11	*13#	To play OGM recording in phone set
12	*14#	To play on-hold music
13	*15 abc#	Set 1 <sup>st</sup> ringing Operator extension "abc"
14	*16 abc#	Set 2nd ringing Operator extension "abc"
15	*5abc ABC#	Change old extension "abc" to new extension number "ABC"
16	*5000#	Restore extension number
17	*7abc n #	Set extension "abc" dial-out mode (n=0,1)
18	*7000#	Restore all extension dial "0" out
19	*8abc MN#	Set extension "abc" call time control for only "MN" minutes
20	*9000#	Reset system to factory status