

DK14 / DK16e / DK40 / DK280 / DK424 SYSTEMS

Time, Date, & Day of Week

You MUST be at Port 000 (usually receptionist phone – station 200) to perform these programs. To verify this, press the "Intercom" button and then dial "#402". The left side of your LCD display should read "PHY=000". Press the [SPKR] (Speaker) button to end this program before you continue.

TIME

1. Keep handset on hook (hung up) like when the phone is not in use.
2. Press the Intercom button (usually labeled "INT" or "ICM") or your [DN] (main directory number) and then dial "#652".
3. Enter time in the 24 hour clock (military time) format using the HHMMSS (hour/minute/second) entry. Be sure to enter a leading zero for any single digit.
*** Example: 083000 = 8:30AM
 203000 = 8:30PM
4. Press the [RDL] (Redial) button and you will hear a confirmation tone.
5. Press the [SPKR] (Speaker) button to end this program.

DATE

1. Keep handset on hook (hung up) like when the phone is not in use.
2. Press the Intercom button (usually labeled "INT" or "ICM") or your [DN] (main directory number) and then dial "#651".
3. Enter the date according to YYMMDD (Year/Month/Day) format. Be sure to enter a leading zero for any single digit.
*** Example: 990101 = January 1, 1999
4. Press the [RDL] (Redial) button and you will hear a confirmation tone.
5. Press the [SPKR] (Speaker) button to end this program.

DAY

1. Keep handset on hook (hung up) like when the phone is not in use.
2. Press the Intercom button (usually labeled "INT" or "ICM") or your [DN] (main directory number) and then dial "#653".
3. Enter the day code (1=Sun, 2=Mon, 3=Tue, 4=Wed, 5=Thur, 6=Fri, 7=Sat).
4. Press the [RDL] (Redial) button and you will hear a confirmation tone.
5. Press the [SPKR] (Speaker) button to end this program.