

INSTRUCTIONS ON CHANGING SYSTEM TIME



ShoreTel phones

Modifies automatically.



Inter-tel Mitel phones

- Inter-tel Axxess and Mitel 5000:

Dial 9800 from an administrator phone. Enter the date or just pound if no change. Enter time and press #. (Usually all mitel and inter-tel phone systems change automatically. This is a manual way for these two systems.)



Cloud Hosted PBX phones

Modifies automatically.



NEC phones

- Electra Professional and Electra Elite Systems:

From telephone ports 01 or 02 (normally ext's 100 and 101), with a display phone, press feature 9 #, make time change using dial pad, press recall for am or pm, then press feature to complete.

- Electra Elite IPK Systems:

From any display phone on any port in the system, press feature 9 #, make time change using dial pad, press recall for am or pm, then press feature to complete.

- IPK II and SV-8100 systems:

From any display phone on any port in the system, press speaker 728 make time change using dial pad in 24 hour format then press speaker.

- UX-5000 Systems:

From any display phone on any port in the system, press speaker 828 make time change using dial pad in 24 hour format then press speaker.

Electra Elite Voice Mail Systems, time can be changed through system manager conversation.

All In-Mail voice mail products use the same time as the phone system.

All Linux based voice mail systems require that the system be brought off line, and putty software is used via the Linux operating software maintenance menu.

- NEC 2000 and 8300 systems:

From any display phone:

With the phone idle (do not lift handset or press speaker), via the keypad press conf, tfansfer, *, conf, tfansfer, # the display will show CAT MODE, press the redial key, the display will show COMMAND.

Via the keypad press 02, then press recall, then press 2, then press recall.

Enter the correct time in 24 hr. format including the seconds.

Ex: for 5:15pm you would enter 171500.

After entering the time press the conference key to write the data into the system memory.

Pick up handset and hang up to exit programming mode.