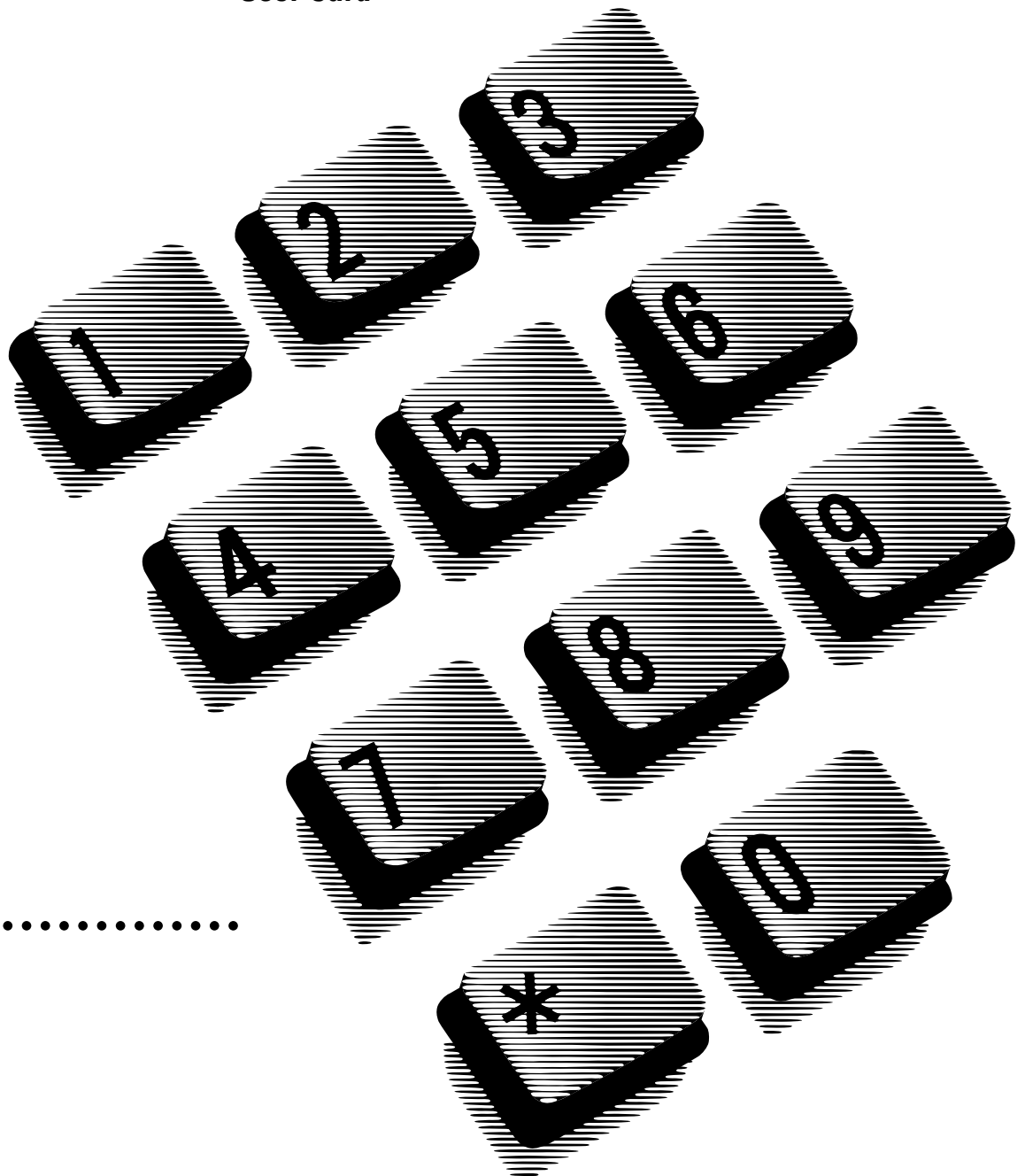


NORTEL NORSTAR

M7100
Telephone
User Card



Making calls

Internal calls

1. Pick up the receiver.
2. Dial the internal number.

External calls

1. Pick up the receiver.
2. Dial (or your system's external line access code).
3. Dial the external telephone number.

Note: Internal numbers and the external access code are supplied by your System Coordinator.

Making and answering a second call

The M7100 telephone allows you to have two calls active at the same time. By using you can switch between calls.

To answer a second call while on another call

1. Press to put the first call on hold.
The second call automatically comes onto the line.

To hold a call and make a second call

1. Press to put the first call on hold.
2. Dial the telephone number for the second call.

To return to the first call

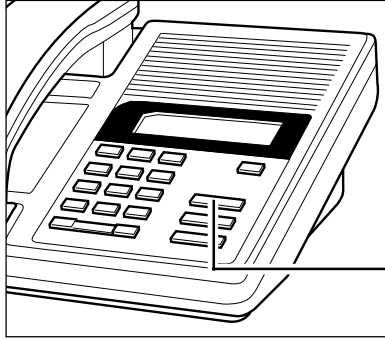
1. Press again to return to the first call on hold.
The second call is automatically put on hold.

To hold a call

1. Press .
2. Press again to return to the call on hold.
Check the display for confirmation or additional information.

Programming the memory button

About the memory button



The memory button can store a telephone number or feature code to give you one touch dialing or feature activation. You can change the memory button by programming it with a new number or feature code.

Memory button

Remember: Press * to check the memory button.

Programming memory buttons

External autodial

1. If you are on a call or an open line with dial tone, press or .
2. Press * .
3. Dial the external number.
4. Press to store the number.
5. Label your new button.

Internal autodial

1. If you are on a call or an open line with dial tone, press or .
2. Press * .
3. Dial the internal number.
4. Label your new button.

Features

1. If you are on a call or an open line with dial tone, press or .
2. Press * .
3. Press and the feature code.
4. Label your new button.

Erasing memory buttons

1. If you are on a call or an open line with dial tone, press or .
2. Press * .
3. Press to erase the button.