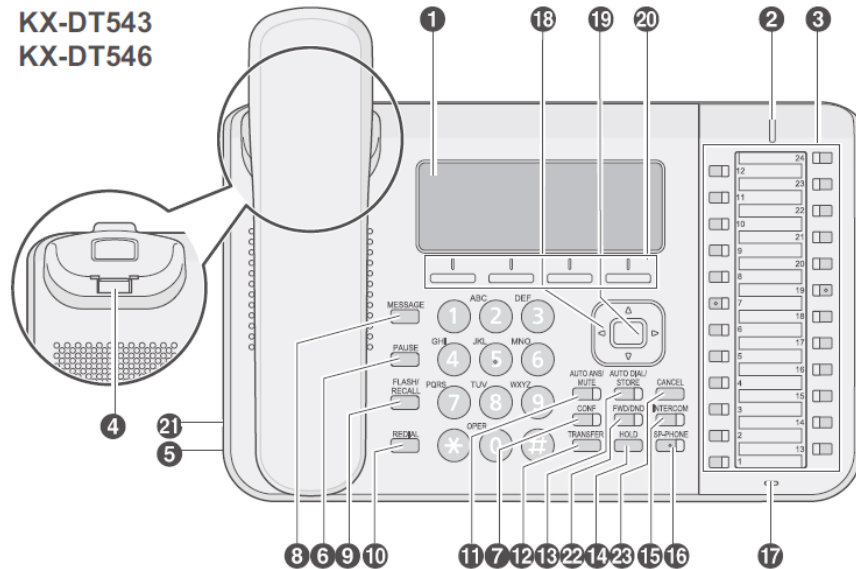


## PANASONIC KX-DT543 / DT346 - QUICK REFERENCE CARD

KX-DT543  
KX-DT546



- 1 **Display**
- 2 **Lamp** –Green Flash: Internal Call; Red Flash: External Call; Solid Red: Message Waiting.
- 3 **Flexible Buttons** –Used for features; status and direct selection of extension or voice mailbox; call at Incoming Call Distribution group; or to seize an outside line.
- 4 **Headset Hook** - Flip if phone is wall mounted.
- 5 **Headset Jack**
- 6 **PAUSE** – Used to insert pause in stored telephone number.
- 7 **CONF (Conference)** – Used for multi-party call
- 8 **MESSAGE** – Leave message waiting or call back an extension.
- 9 **FLASH/RECALL** – Used to hold the current call make another call.
- 10 **REDIAL** – Redial the last dialed number
- 11 **AUTO ANS/MUTE** – To set auto-answer in hands-free mode; or mute microphone.
- 12 **TRANSFER** – To transfer a call to another party.
- 13 **AUTO DIAL/STORE** – To program System and Personal Speed-Dial numbers.
- 14 **HOLD** – Places a call on hold
- 15 **INTERCOM** – Used to make or receive intercom calls
- 16 **SP-PHONE** – For hands-free, speakerphone, operation.
- 17 **Microphone** – Used for hands-free, speakerphone operation.
- 18 **Navigator Key** –Adjust the volume, display contrast, or select items from menus.
- 19 **ENTER** – Used to assign the selected item.
- 20 **Soft-Buttons** – Dynamic function keys, used to display options.
- 21 **EHS (Electronic Hook Switch) Jack** – Connects to select wireless headsets.
- 22 **FWD/DND** - Switch Call Forwarding (Solid Light) or Do Not Disturb (Slow Flash) status.
- 23 **CANCEL** – Used to cancel or exit operation.

## BEFORE USING THE TELEPHONE SET

<b>Speaker volume</b>
While in a hands-free conversation Press [▲] or [▼] to adjust the volume.
<b>Handset/Headset volume*1</b>
While using the handset or headset Press [▲] or [▼] to adjust the volume.
<b>Ringer volume</b>
While on-hook or receiving a call Press [▲] or [▼] to adjust the volume.
<b>LCD Contrast</b>
While on-hook
1. Press the <b>PROG</b> soft button (S1).
2. Enter 01.
3. Press [ENTER].
4. Press [▲] or [▼] to adjust the LCD contrast.
5. Press [ENTER].
6. Press [CANCEL].
<b>Ring Tone</b>
1. Press the <b>PROG</b> soft button (S1).
2. Press a flexible CO button or [INTERCOM] 2 times.
3. Enter 2 digits (01-30) using the dial keys (0-9), or press [▲] or [▼] to select the ring tone.
4. Press [ENTER].
5. Press [CANCEL].
<b>LCD Backlight</b>
While on-hook
1. Press the <b>PROG</b> soft button (S1).
2. Enter 04.
3. Press [ENTER].
4. Press a dial key to select the LCD backlight mode.
0: Automatic
1: Always ON
2: Always OFF
5. Press [ENTER].
6. Press [CANCEL].

## MAKING CALLS

<b>Calling</b>	To an extension ► extension no. ►	To an outside party ► (CO) / 9 ► outside phone no. ►
<b>Redial</b>	► REDIAL ►	
<b>Call Operator</b>	► 0 ►	
<b>Personal Speed Dialing</b>	<b>To store</b> ► * 3 0 ► personal speed dial no. (2 digits) ► desired no. (max. 32 digits) ► # C. Tone	
	<b>To dial</b> ► AUTO DIAL / STORE ► * ► personal speed dial no. (2 digits) ►	
<b>Automatic Call Back</b>	<b>To set</b> While hearing a busy tone ► 6 C. Tone	<b>To cancel</b> ► * 4 6 C. Tone

## DURING A CONVERSATION

<b>Call Hold</b>	<b>To hold</b> ► HOLD ► C. Tone	<b>To retrieve a call at the holding extension</b> ► (CO) / INTERCOM / (ICD Group) ►
<b>Call Transfer</b>	► TRANSFER C. Tone ► extension no. To an extension ► 9 ► outside phone no. To an outside party ►	
<b>Multi-Party Conference</b>	<b>To add other parties during a conversation</b> ► CONF C. Tone ► extension no. To an extension ► 9 ► outside phone no. To an outside party ►	
	<b>To leave</b> ► CONF C. Tone	
<b>Call Park</b>	<b>To set</b> ► TRANSFER C. Tone ► * 5 2 ► parking zone no. (2 digits) Specified ► * Auto C. Tone	
	<b>To retrieve</b> ► * 5 2 ► stored parking zone no. (2 digits) C. Tone	

## DO NOT DISTURB

<b>Do Not Disturb</b>	With DND (call blocking) enabled, callers hear a special DND tone. ► * 7 1	
	0 Outside & internal 1 Outside only 2 Internal only	1 DND enable C. Tone 0 DND Cancel

*Useful Tip:* To forward All Calls to Voicemail use \*7102 [Voicemail Extn No.] #

## VOICE MAIL

<b>Call Voice Mail</b>	Dial [ Voicemail Extension No. ] OR <b>VOICEMAIL</b> OR MESSAGE	
<b>From Outside:</b> At Auto Attendant greeting, dial: # 6 * [Extension Mailbox No.] [Password]		
<b>1 Listen to Messages</b> 1 New Messages 2 Saved Message 3 Deleted Messages		<b>While listening to Messages:</b> 1 Repeat 1 1 Previous 1 2 Next 2 Pause * 2 3 Play Envelope 2 4 Set Bookmark * <sup>3</sup> 2 5 Resume at Bookmark <sup>3</sup> 2 6 Save as New <sup>3</sup> 3 Erase <sup>3</sup> or Restore <sup>2</sup> 4 Send Reply <sup>3</sup> 5 Rewind 6 Fast Forward * 7 Transfer Message <sup>3</sup> 8 Volume Up * 9 Speed Up * 9 0 Default Speed * 0 Help
<b>2 Deliver Message</b> Enter Mailbox Number 1 Record Message 2 Add another mailbox 3 Review List		* When listening; 1: Saved only; 2: Deleted only; 3: Except Deleted
<b>3 SetUp Mailbox</b> 1 Record Personal Greeting 1 No Answer 2 Busy 3 After Hours 5 Temporary		
<b>4 Set Personal Auto Attendant</b> 2 Set Covering Extension (for "0")		
<b>5 Message Notification</b> 1 Message Waiting Lamp 2 Device Status 3 Assign Telephone Numbers		
<b>6 Other Features</b> * Hang Up		For other menu options please refer to TVM User Manual.  Some features need system settings.

## CALL FORWARD

<b>Set Call Forwarding</b>		
► * 7 1	0 Outside & Internal 1 Outside only 2 Internal only	2 For All Calls 3 For Busy 4 For No Answer 5 For Busy or No Answer 0 To Cancel
	Extension No. OR 9 Outside Phone No.	# C. Tone

*Useful Tip:* Forward All Calls to Voicemail on Busy/No Answer with: \*7105 [Voicemail Extn No.]#