# BT Versatility

Communication without complication

Get Started User Guide



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# Guide to System Documentation

The BT Versatility is provided with the following range of documentation:

Get Started Guide

Provides overview of System Programming and Key Features

The Get Started Guide takes the user through key system programming and enables the user to modify basic system configurations to suit their business requirements. In addition, it allows an appointed 'Administrator' to configure the system, through key settings and programming elements, enabling a tailored business solution.

Phone Quick Reference User Guide

Provides Quick Reference to Key System Features

The Phone Quick Reference Guide is supplied with each BT Versatility system as an easy to view fold out for each system user. Also provided is a simple reference to the key operation and system features of Featurephones or Standard Telephones.

Detailed Owner's Manual

Provides complete detail on System Programming and Features

The Detailed User Manual is provided on a CD-ROM with each BT Versatility System, covering System Programming, Administration and Usage, and providing the appointed 'Administrator' with information on configuration of advanced system features.

Detailed Broadband Module Manual

Provides complete detail on Router Programming and Usage

The Detailed Broadband Module Manual is provided on a CD-ROM with each BT Versatility System, covering System Programming, Administration and Usage, and providing the appointed 'Administrator' with information on configuration of advanced system features.

BT Versatility Wizard User Manual

Provides complete detail on programming of BT Versatility with PC Configuration Tool

The BT Versatility Wizard User Manual is provided on a CD-ROM with each BT Versatility System.

### System description

- The BT Versatility is an Integrated Communications System supporting all your voice call needs and also provides an 'Integrated Data Solution' which allows multiple simultaneous Internet sessions and Voice over IP (VoIP) trunks. The VoIP trunks can be set up with a Broadband Voice Service Provider (such as BT Broadband Voice) or on a managed IP network.
- The BT Versatility can accommodate up to 12 Analogue Lines, or 6 ISDN Basic Rate Accesses, or a combination of both, or 12 channels of ISDN Primary Rate with up to 4 additional lines as backup, either PSTN or ISDN Basic Rate and up to 32 Extensions.

#### System Options

Your BT Versatility may be delivered and installed with additional Modules, or you may choose to purchase them at a later date. The following options are available:

- Additional Extension Modules to a maximum of 32 extensions
- Additional Digital or Analogue Line Modules to a maximum of 12 lines
- Additional ISDN Primary Rate Line Module to a maximum of 12 channels
- The BT Versatility has an Optional Broadband Module providing seamless multiple Internet sessions. It also provides VoIP trunks which allows voice calls from extensions to be carried over a Broadband Voice Service Provider (such as BT Broadband Voice) or a managed IP network.
- Optional Voicemail Module for professional voice services
- Optional Battery Back Up Module for full system operation in power fail
- Music on Hold module for connecting external Music on Hold.
- "V8" Featurephone with full Menu Display, Handsfree Operation and 8 Programmable keys
- "V16" Featurephone with full <u>Backlit</u> Menu Display, Handsfree Operation and 16 Programmable keys
- "V16" Expansion Console providing an additional 32 Programmable Keys when used in conjunction with the V16 Featurephone
- "V" Telephones with CLI Display, Monitor Function and Programmable Keys
- Door Intercom to facilitate visitor introduction
- Hospitality software for customers that either have a hotel or guest houses or any business that needs to bill individual clients

# System Support

BT Versatility Support Web Site <a href="http://www.productsupport.bt.com/versatility/">http://www.productsupport.bt.com/versatility/</a>

BT Sales 0800 800 152
BT Service 0800 800 154
BT Versatility Helpdesk 0870 240 8377

# System Programming Notes

The BT Versatility may be programmed from either a V8/V16 Featurephone or from the BT Versatility wizard configuration tool supplied on the CD-supplied with your system. This guide outlines the key elements of System Programming from the Featurephones only.

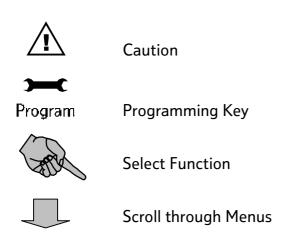
# Guide to Featurephone layout



This diagram illustrates the V16 phone which has 16 programmable keys

# Explanation of Symbols \* Used in this manual

Specific symbols are used to define particular operations or to highlight important areas as follows:



# System Programming

The System may only be programmed from one specific extension, by default this is configured as Extension 20, but the programming position may be moved to any Extension required.

The System Programming is separated into 3 main blocks:

System covers aspects that affect operation across the complete

system

Extension covers aspects that may be programmed per extension

Lines covers aspects which affect the Network connections, Incoming

and Outgoing Calls, and Least Cost Routing configuration.

#### Accessing the System Programming

Instruction Menu Display Action ---Phone Setup---From the Programming Position (Ext. -Auto Answer 20 by default) select the -Key Programming Programming Key Program -Headset Mode ---Phone Setup---Scroll through the menus to find -Ringing Options [System Programming] and select the -Contrast Options option -System Programming Enter System Password **Enter Password** Default 1111 -Exit Select Option You are now in the Main Menu for -System System Programming and are -Extensions presented with the following Sub -Lines Menus for Programming Options



The remainder of this document assumes that you have successfully navigated to the System Programming Sub Menu above.

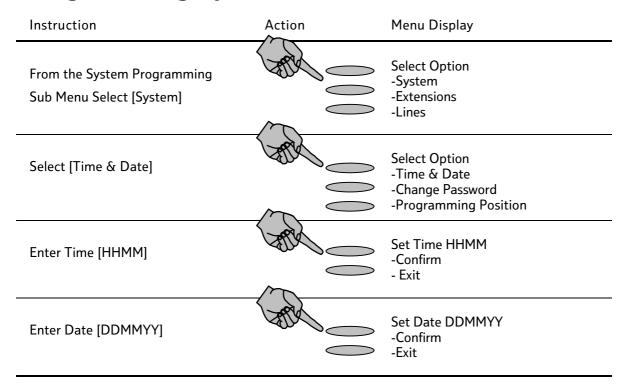


Depress the key for 2 seconds at any time or Hang Up to exit the Programming mode at any time. Modified settings are SAVED automatically.



For more complex settings please refer to the Owner's Manual provided on the CD-ROM packaged with your system.

# Programming System Time & Date



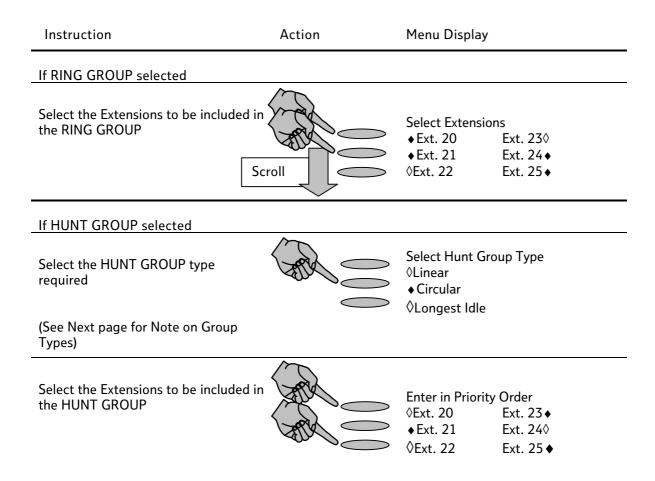
Note: Time & Date Settings are saved automatically.

# Configuring a Group (Ring/Hunt Group)

# Configuring Group & Assigning Extensions

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Lines]		Select Option -System -Extensions -Lines
Select [Group Programming]		Select Option -Equipped Lines -Group Programming -Incoming Ringing
Select the Group to be Programmed [Scroll If Necessary]	Scroll	Select Group -Group 1 Group 4Group 2 Group 5Group 3 Group 6-
Select the Group type to be programmed		Select Group Type ◆Ring Group ◇Hunt Group -Exit

#### Configuring Group & Assigning Extensions [continued]



Note: The order the extensions are selected determines the order the extensions will be rung within the group.

#### Note on Groups & Group Types

Note: Group Programming

When assigning Extensions within a Ring or Hunt Group the first 8 extensions are included by default in Group 1. The administrator may select or deselect Extensions within a Group at any time.

Note: Group Names

All Groups can be assigned specific names to facilitate ease of program and system usage. Please refer to the section on Naming in this document for instructions on creating Group or Extension names.

Groups of different types may be configured in your BT Versatility System. When programming a Group you will be offered the following options:

Ring Group: When selected all phones in the Group ring simultaneously for an incoming call

Hunt Group: When selected incoming calls are presented to one phone only within the group and the calls are filtered through the various Extensions as follows:

Linear

Calls are presented to the extensions in the order of priority they were entered into the group. The extension will ring and if not answered before the Hunt Timer expires it will ring at the next extension in the group in order. If an extension is busy the call is presented to the next free extension in the order.

Circular

Calls are presented in strict rotation starting with the highest priority extension in the Group (i.e. Call 1 is presented to the highest priority Extension in the group, if not answered it is passed to the next highest available in the group, call 2 is presented to the next Extension in order of priority etc.)

 Longest Idle Incoming calls are presented to the extension that has been idle for the longest period of time

### Mapping Incoming Calls to a Group [From a Network Line]

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Lines]		Select Option -System -Extensions -Lines
Select [Incoming Ringing]		Select Option -Equipped Lines -Group Programming -Incoming Ringing
Select the Line or Access	Scroll	Select Line - Line 2 - Access 1 - Door Intercom
Select the time		Select Option -Day Mode -Night Mode -Day & Night Mode
Select the Destination for Incoming Calls on this Line or Access [ Group This Case]		Select Destination  ◊Extension  ◆ Group  ◊Auto Attendant
Select the Group which is to receive Incoming Calls on this Line or Acces during the relevant Time Period		Select Group  ◆Group 1 Group 4◊  ◊Group 2 Group 5◊  ◊Group 3 Group 6◊

Note on Incoming Call Mapping

You may map Incoming Calls on Specific Lines to be presented to different Groups in Day and Night Mode

# Mapping Incoming Calls to a Group [From an MSN or DDI]

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Lines]		Select Option -System -Extensions -Lines
Scroll down and select [DDI Programming]	Scroll	Select Option -DDI Programming -ISDN Programming -Exit
Enter MSN Index 001 – 100 May be Existing or New	XXX	Enter MSN Index - Exit
Enter MSN/DDI Number May be Existing or New Confirm when complete	xxxxxxxx	 -Confirm -Change -Delete Exit-
Enter MSN Name  May be Existing or New  Confirm when complete	ABCDEFGHIJ	
Select the time		Select Option -Day Mode -Night Mode -Day & Night Mode
Select the Destination for Incoming Calls on this MSN or DDI		Select Destination  ◊Extension  ◆ Group  ◊Auto Attendant
Select the Group that is to receive Incoming Calls on this MSN or DDI Number during the relevant time period.		Select Group  ◆ Group 1 Group 4◊  ◊ Group 2 Group 5◊  ◊ Group 3 Group 6◊  [To Select a group(s) select the diamond next to it ]

### Configuring Call Barring Rules

#### Call Barring and Tables

Call Barring allows you to prevent specific extensions making specific types of calls in Day or Night Mode. In order to configure Call Barring, you first set up the rules [CLASS CODES]as described below, and then assign the relevant call barring levels to individual extensions.

There are four Tables which may be programmed and six CLASS CODES which may be assaigned to an extension as listed below.

Type of Restriction	Table	CLASS	Typical Use
No restriction	None	1	Allow All
Restricted from calls in Table 2	2	2	Bar 00
Restricted from calls in Table 2 & 3	3	3	Bar 0
Allowed Internal and Emergency Calls only	None	4	Bar ALL
Allowed Numbers that overide Table 2 & 3	5	5	Exception
Restricted Numbers that overide Table 1, 2 & 3	6	6	Specific Bar

Table	Bar	Default settings
Table 2	International	00","14100","147000",,"153", "192", "128000"
Table 3	National	"0","1410","14700",,"153", "192", "12800"

### Setting up Call Barring Tables

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [System]		Select Option -System -Extensions -Lines
Scroll down and select [Class Codes]	lle	Select Option -Class Codes -Reset Options -Set v24 Baud Rate
Select the Table which is to be programmed		Select Table -Table 2 -Table 3 -Allowed Table/Restricted Table
Enter Index 01 – 50 May be Existing or New Index	XX	Enter Index 01 - 50 - Enter the number or code you wish to bar here -Exit
Select Confirm to Complete the Set- Up [See Note Below for 'ANY' Option]		Select Option -Any -Confirm -Change

Note: Each entry restricts or allows one number or range of numbers. A wildcard may be used 'ANY' (i.e.  $403 \times 10^{-2}$  X would bar calls to numbers between  $403-1 \times 10^{-2}$  and  $403-0 \times 10^{-2}$ )

#### Assigning rules to Extensions

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Extension]		Select Option -System -Extensions -Lines
Scroll down and select [Restriction Classes]		Select Option -Name Programming -Restriction Classes -Tone Protect
Select Time for rule to be applied  Day or Night		Select Option - Day Class of Service - Night Class of Service - Exit
Select the Class Rule to be applied Class 1 to 6		Select Option -Class 1 Class 4Class 2 Class 5Class 3 Class 6-
Select the Extensions to which this rule applies		Class X day/night  ◊Ext 20 Ext 23◊  • Ext 21 Ext 24◊  ◊Ext 22 Ext 25◊  [To Select an extension(s) select the diamond next to it ]

Note: You may apply the same rule to multiple extensions

You may apply multiple rules to the same extension

You may exit the menu at any time and the settings will be saved

# Configuring Night & Weekend Service

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [System]		Select Option  - System  - Extensions - Lines
Scroll down and select [Night Service]		Select Option -Night Service -Music on Hold -Line Key Light
Program Night Service On & Off Times [Apply Weekend (if required)]		Select Option -Automatic On Times -Automatic Off Times -Weekend Service
Enter On Times		Select Option -On Time 1 -On Time 2 -Exit
Enter Off Times		Select Option -Off Time 1 -Off Time 2 -Exit
Enter Time to be set and then select Confirm		Set Time [HHMM] -Confirm -Change -Delete

Note: You may apply 2 sets of times for the Night Service rules to be applied, typically this will be used for Lunch Time and Out of Office Hours.

Night Service allows you to configure different call routing plans for these time periods.

You may exit the menu at any time and the settings will be saved

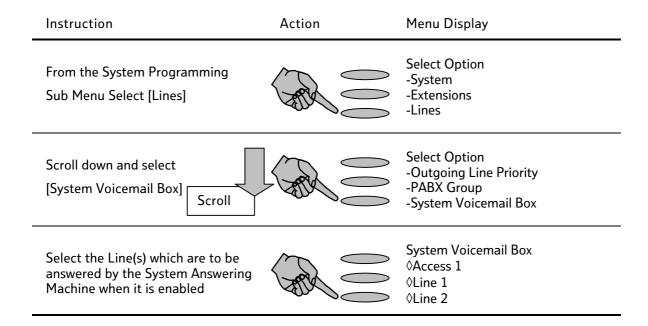
# **Changing System Password**

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [System]		Select Option -System -Extensions -Lines
Select [Change Password]		Select Option -Time & Date -Change Password -Programming Position
Enter New Password [xxxx] 4 digit numeric and Confirm		1111 -Confirm -Change -Exit

# **Examining Extension Passwords**

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Extension]		Select Option -System -Extensions -Lines
Scroll down and select [Exaime Passwords] Scroll		Select Option -No Call Logging -External Diversions -Examine Passwords
Select the password which you nee to view		Select Option -Ext. Lock Password -Voice mail Password -System Voicemail Box
The System VM password is displayed immediately. Select an extension to view it's Password.		Select Extension -Ext 20 Ext 23Ext 21 Ext 24Ext 22 Ext 25-

# Configuring System Voicemail Box



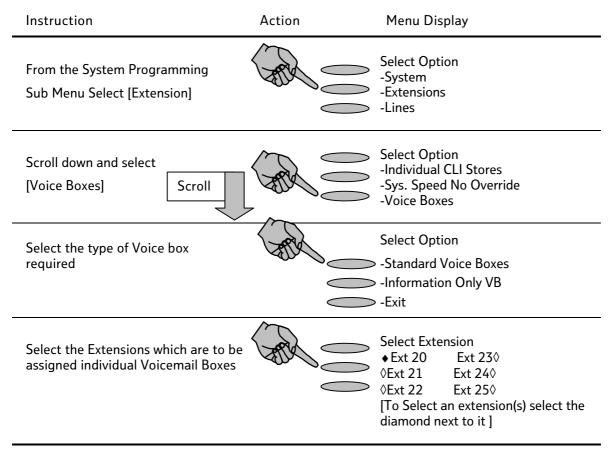
NOTE: To utilise the Voicemail features on the BT Versatility, you must purchase the optional Voicemail module

### **Enabling System Voicemail Box**

Instruction	Action	Menu Display
From Extension 20 in idle menu Scroll down and select [System VM Box]		-Internal call -Redial last number -Saved Numbers
Scroll down and select [System Voicemail Box] Scroll		-Night service -System Voicemail box -Divert
Once enabled extension 20 idle menu appears as shown		-System VM box -Internal call -Redial last number

### Assigning Voicemail Extensions

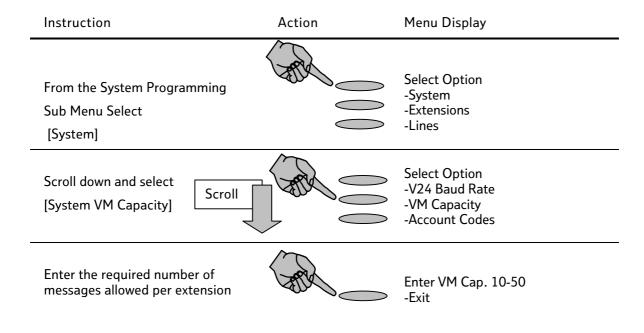
NOTE: To utilise the Voicemail features on the BT Versatility, you must purchase and install the optional Voicemail module



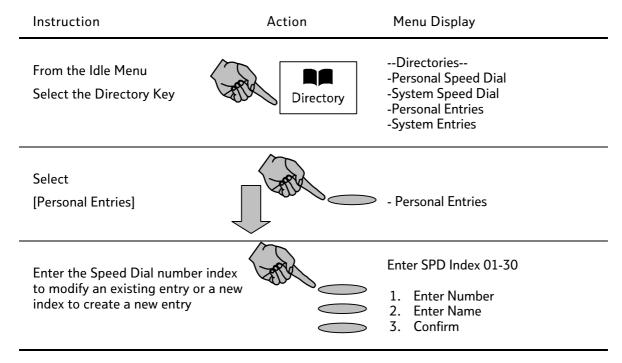
Note: "Information Only" voice boxes do not allow the caller to record a message, they only replay the recorded greeting.

### **Assigning Voicemail Capacities**

NOTE: The system assigns a limit of 20 Messages per Voicemail Box, this may be modified if required as follows.



# **Programming Personal Speed Dials**



NOTE: Speed Dial Numbers may be entered from any extension, however the entry of System Speed Dial numbers is password protected with the Administrator Password.

# Programming System Speed Dials

Instruction	Action	Menu Display
From the Idle Menu Select the Directory Key	Directory	Directories -Personal Speed Dial -System Speed Dial -Personal Entries -System Entries
Select [System Entries]		Password Requested Enter Password
Enter the Speed Dial number in to modify an existing entry or a index to create a new entry		Enter SPD Index 001-500  1. Enter Number  2. Enter Name  3. Confirm
Select the outgoing group (nor the first group)	rmally	Outgoing group 1 (9) Outgoing group 2 (760) Outgoing group 3 (761)

# Power Fail Operation

Your BT Versatility is provided with a basic power fail mechanism to allow the system to continue operation in power fail situations.

#### Analogue Systems

For systems with traditional Analogue (PSTN) Lines two extensions on each extension module are connected directly to the first two Network Lines on that module as follows:

Lines	Extensions
1/2	26/27
5/6	34/35
9/10	42/43
13/14	50/51

#### **Digital Systems**

Systems populated with Digital (ISDN) Lines only will not operate in Power Fail mode. These systems MUST be populated with the Optional Battery Back Up unit or an auxiliary uninterruptible Power Supply (UPS)

#### **VoIP** lines

In the event of an ADSL or system failure the VoIP lines will not work.

#### Battery Backup Unit

The optional BBU available with the BT Versatility will ensure the maximum system configuration of 8 + 32 can operate for a minimum of 40 minutes under normal load conditions.

# Extension Name & Settings

NOTE: Each Extension on the BT Versatility System may be configured with different settings. This section describes how to change the Extension names and list the key settings that may be configured. Please refer to the full User Manual for further instruction if required.

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Extension]		Select Option -System -Extensions -Lines
Select [Name Programming]		Select Option -Name Programming -Restriction Classes -Tone Protect
Select the required Extension and enter the name required		Select Extension  -Ext 20 Ext 23-  -Ext 21 Ext 24-  -Ext 22 Ext 25-

### Additional Extension Settings

See the table below for a full range of settings. The following parameters may be also be set on an extension by extension basis. Refer to the full 'User Manual' for detailed programming instructions if required.

25 Hz This allows the ringing frequency to be changed from Auto

Detect to 25Hz or 50 Hz. The default setting is Auto

Detect which will detect if a featurephone is connected and set that port to 50 Hz, if not then it will set the ringing at 25Hz, however it is possible to override this and have a featurephone ring at 25Hz. Also some older phone equipment may require 50 Hz for ringing this setting should only be applied if a telephone does not ring

correctly at 25 Hz.

3.1 kHz Extension Allows an outgoing call to be set for 3.1Khz minimum

bandwidth. It is advisable to set this for extensions

equipped with a Fax or Modem

Extension Disconnect

Removes an unpopulated extension from all ring maps

Hot Line Allows an extension to be set to call a pre-programmed

number when the extension goes off hook. Typically used

for unsupervised reception areas or fax machines

Individual CLI

Stores

The administrator can decide which extensions have

individual CLI stores

Key Pad Feedback Allows the keypad tones to be switched on/off on an

extension by extension basis.

Manager/Secretary Allows specific features to be mapped between a manager

and secretary for improved functionality

No Call Logging Prevents calls to or from this extension from being stored in

the system call logging information

External Diversions This prevents or allows extensions from setting up diverts

externally and also prevents an extension from making dual

trunk calls, such as External Transfer, Conference or

Consultation

Open Door

Restriction

An extension can be restricted from Opening the Door if a

remote door opening system is installed

Page Protect Removes an extension from the paging group

Permanent CLIR Allows an extension to be set so that it never sends the CLI

number when making an outgoing call (CLIR)

Permanent COLR Allows an extension to be set so that it never shows the CLI

number during a connected incoming call (COLR)

Port Swapping Allows 2 extensions to be swapped on the system for

administration or programming purposes

Restrict use of PA Prevents an extension from accessing the PA System if

connected to the system

Reverse Cadence Allows the administrator to swap the ringing cadence used

for internal and external calls

Set Restriction

Classes

Allows Call Restrictions to be placed on an extension by extension basis. Different rules can be applied day and

night if required

Sys Speed Dial

Override

Allows an extension to dial a number from the System Store even if that area code is normally barred from that

extension

Tele-Secretary Allows the call recipient see who the call is for before

answering, this feature is ideal where one secretary

answers calls on behalf of several managers

Tone Protect Allows an extension to be protected from tones at all times

Voice Boxes Allows the administrator decide which extensions have

individual Voicemail Boxes and if they are standard or

information Only voice boxes.

Extension Reset You can cancel the following if they have been

programmed on your set, Do Not Disturb, Call Divert, Ring

Back, Display Messaging, Reminder Call

DSS Extensions Up to 8 of the V16 Featurephone extensions can be

equipped with DSS Consoles. A Power supply is used to provide the additional power needed for the additional 32

keys.

Flexible Numbering The extension numbers, Line access digits, and first digit of

the feature codes can be changed. When the extension numbers are changed they can only be of 3 or 4 digits.

Send Specific MSN/DDI

This feature allows the user to determine whether or not to send their individual MSN or DDI number to the network

when making an outgoing call.

### Versatility Numbering plan

100-109         Phantom voice boxes           110−117         First S₀ bus numbering           120−127         Second S₀ bus numbering           130 · 137         Third S₀ bus numbering           140 · 147         Fourth S₀ numbering           150 · 159         First 10 VoIP Extensions           160 · 169         Second 10 VoIP Extensions           170 · 173         Last 4 VoIP Extensions           180 · 189         Group 1 · 10           190 · 199         Group 11 · 20           20-29         Extensions 1-10           30-39         Extensions 11-20           40-49         Extensions 21 · 30           50 · 51         Extensions 31 and 32           52         Long Line Extension           9         Line Access (Line Group 1)           0         Group 11           710         Voice module number           711         Retrieving Voice Messages           712 (1-5)         Pick up parked calls (positions 1 to 5)           713         Extension Lock Only off           714         Extension Lock Code Programming           715         Voice Call           716         Page All Featurephones           717         External Paging Answer	Code	Feature
120 − 127         Second S₀ bus numbering           130 − 137         Third S₀ bus numbering           140 − 147         Fourth S₀ numbering           150 − 159         First 10 VoIP Extensions           160 − 169         Second 10 VoIP Extensions           170 − 173         Last 4 VoIP Extensions           180 − 189         Group 1 − 10           190 − 199         Group 11 − 20           20 − 29         Extensions 1-10           30 − 39         Extensions 11 − 20           40 − 49         Extensions 21 − 30           50 − 51         Extensions 31 and 32           52         Long Line Extension           9         Line Access (Line Group 1)           0         Group 11           710         Voice module number           711         Retrieving Voice Messages           712 (1-5)         Pick up parked calls (positions 1 to 5)           713         Extension Lock on / off           714         Extension Lock Code Programming           715         Voice Call           716         Page All Featurephones           717         External Paging Answer           718         Call Reminder           719         Return to call placed on system hold	100- 109	Phantom voice boxes
130 - 137         Third S₀ bus numbering           140 - 147         Fourth S₀ numbering           150 - 159         First 10 VoIP Extensions           160 - 169         Second 10 VoIP Extensions           170 - 173         Last 4 VoIP Extensions           180 - 189         Group 1 - 10           190 - 199         Group 11 - 20           20-29         Extensions 1-10           30-39         Extensions 21 - 30           40-49         Extensions 31 and 32           52         Long Line Extension           9         Line Access (Line Group 1)           0         Group 11           710         Voice module number           711         Retrieving Voice Messages           712 (1-5)         Pick up parked calls (positions 1 to 5)           713         Extension Lock on / off           714         Extension Lock Code Programming           715         Voice Call           716         Page All Featurephones           717         External Paging Answer           718         Call Reminder           718*         Cancel Reminder call           719         Return to call placed on system hold           720         Call to a P A amplifier	110 – 117	First $S_0$ bus numbering
140 - 147         Fourth S <sub>0</sub> numbering           150 - 159         First 10 VoIP Extensions           160 - 169         Second 10 VoIP Extensions           170 - 173         Last 4 VoIP Extensions           180 - 189         Group 1 - 10           190 - 199         Group 11 - 20           20-29         Extensions 1-10           30-39         Extensions 11-20           40-49         Extensions 21 - 30           50 - 51         Extensions 31 and 32           52         Long Line Extension           9         Line Access (Line Group 1)           0         Group 11           710         Voice module number           711         Retrieving Voice Messages           712 (1-5)         Pick up parked calls (positions 1 to 5)           713         Extension Lock on / off           714         Extension Lock Code Programming           715         Voice Call           716         Page All Featurephones           717         External Paging Answer           718         Call Reminder           719         Return to call placed on system hold           720         Call to a P A amplifier	120 – 127	Second $S_0$ bus numbering
150 - 159	130 - 137	Third $S_0$ bus numbering
160 - 169         Second 10 VoIP Extensions           170 - 173         Last 4 VoIP Extensions           180 - 189         Group 1 - 10           190 - 199         Group 11 - 20           20-29         Extensions 1-10           30-39         Extensions 21 - 30           50 - 51         Extensions 31 and 32           52         Long Line Extension           9         Line Access (Line Group 1)           0         Group 11           710         Voice module number           711         Retrieving Voice Messages           712 (1-5)         Pick up parked calls (positions 1 to 5)           713         Extension Lock on / off           714         Extension Lock Code Programming           715         Voice Call           716         Page All Featurephones           717         External Paging Answer           718         Call Reminder           718*         Cancel Reminder call           719         Return to call placed on system hold           720         Call to a P A amplifier	140 - 147	Fourth $S_0$ numbering
170 - 173         Last 4 VoIP Extensions           180 - 189         Group 1 - 10           190 - 199         Group 11 - 20           20-29         Extensions 1-10           30-39         Extensions 21 - 30           50 - 51         Extensions 31 and 32           52         Long Line Extension           9         Line Access (Line Group 1)           0         Group 11           710         Voice module number           711         Retrieving Voice Messages           712 (1-5)         Pick up parked calls (positions 1 to 5)           713         Extension Lock on / off           714         Extension Lock Code Programming           715         Voice Call           716         Page All Featurephones           717         External Paging Answer           718         Call Reminder           718*         Cancel Reminder call           719         Return to call placed on system hold           720         Call to a P A amplifier	150 - 159	First 10 VoIP Extensions
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190- 199         Group 11 - 20           20-29         Extensions 1-10           30-39         Extensions 11-20           40-49         Extensions 21- 30           50- 51         Extensions 31 and 32           52         Long Line Extension           9         Line Access (Line Group 1)           0         Group 11           710         Voice module number           711         Retrieving Voice Messages           712 (1-5)         Pick up parked calls (positions 1 to 5)           713         Extension Lock on / off           714         Extension Lock Code Programming           715         Voice Call           716         Page All Featurephones           717         External Paging Answer           718         Call Reminder           718*         Cancel Reminder call           719         Return to call placed on system hold           720         Call to a P A amplifier	170 -173	Last 4 VoIP Extensions
20-29         Extensions 1-10           30-39         Extensions 11-20           40-49         Extensions 21- 30           50-51         Extensions 31 and 32           52         Long Line Extension           9         Line Access (Line Group 1)           0         Group 11           710         Voice module number           711         Retrieving Voice Messages           712 (1-5)         Pick up parked calls (positions 1 to 5)           713         Extension Lock on / off           714         Extension Lock Code Programming           715         Voice Call           716         Page All Featurephones           717         External Paging Answer           718         Call Reminder           718*         Cancel Reminder call           719         Return to call placed on system hold           720         Call to a P A amplifier	180- 189	Group 1- 10
30-39         Extensions 11-20           40-49         Extensions 21- 30           50-51         Extensions 31 and 32           52         Long Line Extension           9         Line Access (Line Group 1)           0         Group 11           710         Voice module number           711         Retrieving Voice Messages           712 (1-5)         Pick up parked calls (positions 1 to 5)           713         Extension Lock on / off           714         Extension Lock Code Programming           715         Voice Call           716         Page All Featurephones           717         External Paging Answer           718         Call Reminder           718*         Cancel Reminder call           719         Return to call placed on system hold           720         Call to a P A amplifier	190- 199	Group 11 - 20
40-49 Extensions 21- 30  50- 51 Extensions 31 and 32  52 Long Line Extension  9 Line Access (Line Group 1)  0 Group 11  710 Voice module number  711 Retrieving Voice Messages  712 (1-5) Pick up parked calls (positions 1 to 5)  713 Extension Lock on / off  714 Extension Lock Code Programming  715 Voice Call  716 Page All Featurephones  717 External Paging Answer  718 Call Reminder  718* Cancel Reminder call  719 Return to call placed on system hold  720 Call to a P A amplifier	20-29	Extensions 1-10
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Long Line Extension  Line Access (Line Group 1)  Group 11  Voice module number  Retrieving Voice Messages  Pick up parked calls (positions 1 to 5)  Extension Lock on / off  Extension Lock Code Programming  Voice Call  Page All Featurephones  External Paging Answer  Call Reminder  Return to call placed on system hold  Call to a P A amplifier	40-49	Extensions 21- 30
9 Line Access (Line Group 1) 0 Group 11 710 Voice module number 711 Retrieving Voice Messages 712 (1-5) Pick up parked calls (positions 1 to 5) 713 Extension Lock on / off 714 Extension Lock Code Programming 715 Voice Call 716 Page All Featurephones 717 External Paging Answer 718 Call Reminder 718* Cancel Reminder call 719 Return to call placed on system hold 720 Call to a P A amplifier	50- 51	Extensions 31 and 32
O Group 11  710 Voice module number  711 Retrieving Voice Messages  712 (1-5) Pick up parked calls (positions 1 to 5)  713 Extension Lock on / off  714 Extension Lock Code Programming  715 Voice Call  716 Page All Featurephones  717 External Paging Answer  718 Call Reminder  718* Cancel Reminder call  719 Return to call placed on system hold  720 Call to a P A amplifier	52	Long Line Extension
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717 External Paging Answer  718 Call Reminder  718* Cancel Reminder call  719 Return to call placed on system hold  720 Call to a P A amplifier	715	Voice Call
718 Call Reminder  718* Cancel Reminder call  719 Return to call placed on system hold  720 Call to a P A amplifier	716	Page All Featurephones
718* Cancel Reminder call 719 Return to call placed on system hold 720 Call to a P A amplifier	717	External Paging Answer
719 Return to call placed on system hold 720 Call to a P A amplifier	718	Call Reminder
720 Call to a P A amplifier	718*	Cancel Reminder call
	719	Return to call placed on system hold
721 Transfer for Remote maintenance	720	Call to a P A amplifier
	721	Transfer for Remote maintenance

Code	Feature
R 722	Forward Recall analogue lines
723 (180-199)	Log in / Log out of Hunt groups
723*1	Log into all groups of which you are a member
723*0	Log out of all groups of which you are a member
724	CLIR on an individual call for a standard telephone
725	Tone protection
726	Call Pick Up external
727	Call Pick UP Group
728	Keypad protocol programming on a programmable key
729	Display messaging
731	Operate the doorstrike
732	Call Divert All Calls
733	Call Divert on Busy
734	Call Divert on No Answer
735	Call Divert - Follow Me
736	Do not Disturb Set / cancel
737	System Voicemail box on/off
738	Night Service on / off
739	Phone Reset
7401 - 7430	Personal speed dial Recall
7501 - 7530	Personal Speed Dial Programme
760 - 769	Line Groups 2 - 11
77	Last number Redial
781- 785	Saved numbers Redial
791	Account Codes
792	Group Divert All Calls
793	Group Divert on Busy
794	Group Divert on No Answer
795	Page all
8001 - 8500	System speed dials
R	Call hold (Standard Phone)
R1	Return and release in two call handling

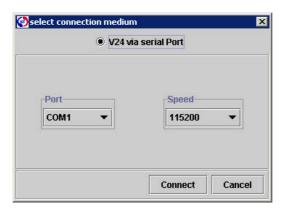
R2	Return and hold in two call handling
R3	Call Conference
Code	Feature
R5	Ring back
R8	Forced call waiting
R 712 (1-5)	Call park (in positions 1 to 5)
R725	Tone protection

### BT Versatility Wizard Management Tool

The BT Versatility Wizard Management Tool enables the system administrator to program and modify system configuration through a simple User Interface. The application contains extensive Help Files that will guide you through key system settings. BT Versatility Wizard is installed from the CD-ROM provided with your BT Versatility System.

- The application may be run at any time by inserting the CD-ROM and selecting Start / Programs / BT Versatility Wizard in the Start Menu on the PC.
- The Administrators' PC must be connected to the BT Versatility using the supplied Communications cable between the serial port on the PC and the BT Versatility.
- When the application is running you must establish a connection to the BT Versatility by choosing:

Connection / Connect



In the menu options select the settings as shown (using the assigned Com port on the PC and the V24 baud speed set on the system)

Once the connection is established you will view information live on the system.

All available settings may be modified or updated without affecting calls in progress on the system.

Once a setting is modified you must SEND this to the BT Versatility. This may be done by:

- Selecting 'Send Changes' to send all updated fields
- Highlighting particular fields and selecting 'Send Selected'



#### Offices Worldwide

The telecommunications services described in this publication are subject to availability and may be modified from time to time. Services and equipment are provided subject to British Telecommunications plc's respective standard conditions of contract.

Nothing in this publication forms any part of any contract.

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