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VOICE, DATA & FIBRE SPECIALISTS



NEC **Panasonic**
Authorised Dealer

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Telstra Dealer 

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How to Adjust the Time for Daylight Savings on a NEC – DK616, DK824, NDK9000, Xen Alpha, Axis, Master, IPK

To set the Clock/Calendar from a Multiline Terminal with an LCD connected to Port 01 or 02.

To be done from extension 100 or Port 01 or 02. To find these Ports, press Feature 4 on an idle handset.

1. Press FEATURE
2. Dial 9
3. Dial #
4. Dial current time eg: 03 : 29
Note: If only setting the time, Press FEATURE after making the changes
5. Press RECALL to toggle AM/PM
6. Press HOLD to advance to the calendar
7. Press RECALL to select the day of the week
8. Press # to move the cursor to the day of month setting
9. Enter the day by using the dial pad
10. Press RECALL to select the month
11. Press # to move cursor to the year setting
12. Enter the year by using the dial pad (only the last two digits are entered)
13. Press FEATURE

Voicemail Time & Date Change:

The following applies only to an extension that is assigned the Voicemail System Manager (generally the reception phone)

Note: Soft keys are found under LCD screen – triangle in shape

- Call voicemail (eg dial extn 200)
- Select MORE options (Soft key 4)
- Select MGR Options (Soft key 2)
- Select SCHED Option (Soft key 3)
- Follow voice prompts



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