SETTING PRO I CLOCK/CALENDAR SETTING

(THIS PROGRAMMING MUST BE DONE FROM EXTENSION 10)

1.) PRESS FEATURE/FNC KEY

2.) ENTER 9#

3.) ENTER HOUR AND MINUTE AS FOUR DIGITS USING THE DIAL PAD KEYS

4.) PRESS RECALL KEY TO CHANGE AM/PM SETTING

5.) PRESS HOLD KEY TO SWITCH TO CALENDAR SETTING OR PRESS FEATURE/FNC KEY TO EXIT PROGRAMMING

6.) IF SETTING CALENDAR, PRESS RECALL KEY TO SELECT THE DAY OF THE WEEK

7.) PRESS "#" KEY TO MOVE THE CURSOR TO THE DAY OF THE MONTH FIELD

8.) ENTER THE DAY OF THE MONTH USING THE DIAL PAD KEYS

9.) PRESS RECALL KEY TO SELECT THE MONTH

10.) PRESS "#" KEY TO MOVE THE CURSOR TO THE YEAR FIELD

11.) ENTER THE LAST TWO DIGITS OF THE YEAR USING THE DIAL PAD KEYS

12.) PRESS FEATURE/FNC KEY TO SAVE