



Daylight savings time change November 7, 2010

**Vodavi / Vertical: STS, XTS, Triad & Infinite systems**

The Time and date change programming can be done at The Operator's phone it is generally ex 100.

**IF unsure dial "0" from any phone and see who rings** The instructions are as follows:

**From the operators phone dial: 692 then enter MM DD HH MM –  
(Month / Day / Hours / Minutes in Military time) you will hear three beeps.**

**(Example to program 2pm: dial 692(program code) 03-(month) 15-(date) 14-(hour) 00-(minutes)–  
[ex.69203151400] you will hear three BEEPS)**

**Dispatch Voice Mail:**

Most XTS system are configured with a *Dispatch Voice Mail System*. Please follow these programming instructions.

Access your Voice Mailbox ( press VM button & enter your password)

When you hear you have??? Messages

Press 7 you will be prompted for another

Password the Admin default password is 2275

**Press 8 For system administration**

**Press 4 TO SET date & time enter [ mm/dd/yyyy/hh/mm]mm-(month) / dd-(date) / yyyy-(year, 2010) / hh-(hours in military Time) mm (minutes) the Voice Mail will then reset**

**(Example to program 3/15/2010 2pm dial: 031520101400 – The voice mail date & time will reset)**

***Most STS system are configured with an In Skin Flash Voice Mail System. Please follow these programming instructions.***

***The easiest way to set the time in an In Skin voice mail is to set your phone system time when you leave work on Friday night. The voice mail reads the system time and date at midnight and adjust itself. So when you come to work on Monday everything will be set***

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**Daylight savings time reminds us to:**

**Review your phone and internet bills.**

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