

# How to use



## *THE MULTIBUTTON WALL TELEPHONE SET*

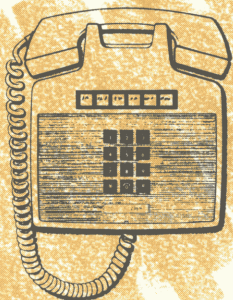
THE

 *MULTIBUTTON*

WALL TELEPHONE SET

The Multibutton Wall Telephone Set is designed to give you flexibility in your home or business communications. Its operation and service features are similar to the standard six-button desk set. For example, you may "hold" a call, while you use another line to place or answer a call. You may signal someone else to answer a call when you are busy. You may answer calls for someone else when he is busy—or you may devise many other time-saving procedures tailored to your individual needs.

## TOUCH-TONE® CALLING



If you have a TOUCH-TONE Multibutton Wall telephone set, you will notice that there are twelve TOUCH-TONE buttons on the face of the set. In addition to the buttons with the conventional telephone symbols, there are two other buttons. These buttons marked “#” and “\*” will eventually be used for new services that will make your telephone even more convenient and useful. At this time, however, these two buttons may not have an assigned function in your area. Nevertheless, by providing the two buttons now, the Bell System is planning today for your service needs tomorrow.

## THE LINE BUTTONS

The extent to which you utilize the row of buttons at the top of the set will depend upon the number of features you selected before the set was installed. Thus, some of the service features described in this booklet may not be applicable to your individual service.

Any number of these line buttons may be used to provide inside or outside lines on your single telephone instrument. The extreme left button (red) may be used to provide a “hold” feature, allowing you to temporarily interrupt a conversation to originate or answer a call on another line without breaking the original connection. One or more buttons may be arranged to provide services such as local signaling and “intercom” at your home or business location.



As many as five lines can be connected to your Multibutton phone with the “hold” feature. Some of these may be outside lines; others may be inside lines, connected either directly or through an office switchboard.

Each of the lines on your phone can be connected to other phones as your needs require—to your secretary's phone, for instance—and each number can be identified on the line buttons.

Lamps contained within each line button (when provided) visually indicate the status of each line. When a call is coming in, or “ringing”, the lamp under the button connected to that line will flash—on your phone and on all other phones connected to the same line. While a line is in use, the lamp for that line on all phones will light steadily.

### PLACING A CALL

To make a call, depress the button of a line which is not in use (lamp not lighted). **(If you attempt to make a call using a line on which someone else is dialing, you may interfere with his dialing.)** Then lift the handset, (as soon as you pick up the handset on your phone, the lamps designating the line you're using will light on your phone and on all other phones to which the line is connected, indicating the line is in use), listen for the dial tone and dial the desired number. When you are making a TOUCH-TONE call you will hear soft musical tones activating electronic equipment to speed your calling.

### ANSWERING A CALL

To answer a call, simply depress the line button which is flashing and lift the handset. (When necessary, you may take a call already in progress—in this case the lamp will already be glowing steadily.)

## THE “HOLD” BUTTON

If your phone is equipped with a Hold button (red), you may ask a person to “hold” or wait on one line while you place or receive a call on another line. To do this, depress the Hold button, then release it. The button associated with the “held” line will snap up, but the lamp under it will remain lighted (or “wink,” if this feature is provided).



You may now depress any other line button on your phone without disrupting your original connection. To end your second call and return to your original conversation, depress the button of the line you have been "holding."

**(If you wish to "hold" your second call without terminating the first, simply depress the Hold button again before returning to your original conversation. If you depress another line button without depressing the Hold button first, you will break the connection on which you have been talking.)**

## SIGNALING AND "INTERCOM"

When your Telephone Company has provided you with any of several optional signaling or "intercom" arrangements, the line buttons involved will be appropriately marked, for example:

### **SIGNAL**

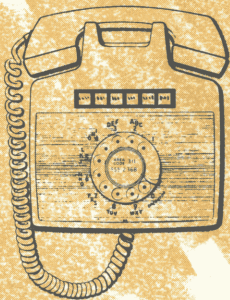
This line button may be used to sound a bell or buzzer at another phone in your location. In this way, you may signal another person to call you or to perform some other prearranged task.

### **INTERCOM OR INTERNAL**

This line button provides a line to one or more other phones at your location. (When the button is depressed, its lamp and the lamps on all other phones in the circuit will light.)

### **DIAL INTERCOM**

This line button provides a selective "intercom" feature which enables you to reach another phone at your location by dialing one or two digits. To place such a call, depress the dial intercom button and then dial the appropriate digit(s) of the abbreviated number you wish to call. A bell or buzzer at that phone will sound. A dial intercom call is answered in the same way as a call on any other line button.



## CONFERENCE

If your phone is equipped with a “Conference” button, a particular pair of lines on your phone has been specially connected for the conference arrangement. If you have this service feature, you can add another telephone at your location to an outside call. To accomplish this, first look to be sure the other line of the pair is not busy. Next put the person you are talking to on “hold” and depress the other line button. When you hear dial tone, dial the station you want to add.

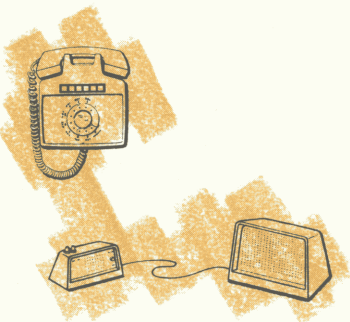
When the party has answered, push the conference button to connect all three stations together. You can release the entire connection by hanging up. If you wish, you can release either party and keep the other party by first making sure the button of the party you want to continue talking to is depressed and then pushing the conference button again.

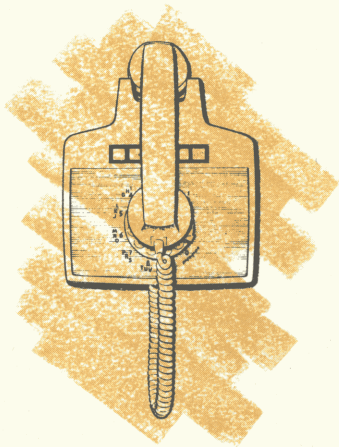
## SPEAKERPHONE ARRANGEMENT

The Multibutton wall set can be used in conjunction with speakerphone service to provide you with “hands free” conversation. If your Multibutton wall set is equipped for speakerphone use, you can place or answer a call without lifting the handset by depressing the ON button on top of the microphone to place or answer calls, and by depressing the OFF button to terminate calls. For best results position yourself approximately three feet from the speaker and microphone, then speak in the direction of the microphone. Use the volume control to adjust the sound to a preferred level.

## FOR YOUR CONVENIENCE

You may adjust the volume of your telephone’s bell by moving the control lever located on the lower right side of the set.





You can temporarily rest the handset in the cradle vertically on the front of the set if you have to leave the phone in the middle of a call.

If your set is so equipped, you can use the white switchhook button as an exclusion button. This button while in a raised position, denies others access to your assigned line.

We thank you for the opportunity to serve you, and we hope that you will continue to use our products and services.

**NOTE:** Hold buttons, visual line lamps and certain of the other features described above are subject to normal Bell System tariff rates and are provided at extra charge where applicable.

## Other Bell System Products to Meet Your Home and Business Communications Needs



Small, stylish and so modern—that's the Trimline® phone . . . Fits as comfortably in your hand as it does in your home . . . Available in a wide range of appealing colors in both desk and wall models.



The Call Director® telephone packs up to 29 lines into one compact, attractive unit. Offered with optional built-in Speakerphone service, plug-in headset for hands-free telephoning. Also available with intercom and signaling options for added flexibility.



The Card Dialer telephone saves you time and effort when making a call. Ideally suited to the person who calls the same numbers frequently. Just pull out the appropriate card, insert it in the slot and the set does the dialing for you.

The Multibutton Wall Telephone is another product of Bell System teamwork.



Western Electric