AVAYA

PARTNER PC CARD Installation Instructions

This PC Card is used with a PARTNER[®] Small Office Edition system. These instructions are designed for any one of the following types of PC Cards:

- Backup/Restore Card
- Software Upgrade Card (for one-time upgrade only)
- Automatic System Answer/Direct Extension Dialing (ASA/DXD) Card
- PARTNER[®] Remote Access PC Card
 - **NOTE** The PARTNER Remote Access PC Card is a multi-purpose card can be used to upgrade the system and perform backup and restore functions. With additional software (for the PC, not the PARTNER Small Office Edition system), the PARTNER Remote Access PC Card can also be used to administer the PARTNER Small Office Edition system from local and remote locations using a PC.

Remove all other PC Cards from the module before initiating an upgrade.

Important Safety Instructions

The following list provides basic safety precautions that should always be followed when using this product:

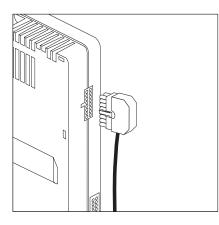
- 1. Read and understand all instructions.
- 2. Follow all warnings and instructions marked on the product.
- 3. Do not drop, bend, or crush the card.
- 4. Keep the card away from moisture, high temperatures, and direct sunlight.
- 5. Keep the connector on the card clean.

Before starting, verify that you have batteries properly installed in the PARTNER Small Office Edition module. Extension 10 will show ChgBat W/PowerOn or ReplaceSysBat W/Power On on the display if the batteries need to be replaced, or if they are not installed properly. To avoid damage to the module or to the card, do not install or remove the card when power is on.

SAVE THESE INSTRUCTIONS

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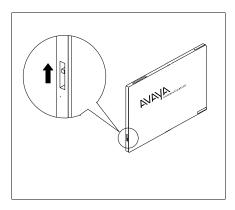
Document Number 15-300601 June 2005 (Issue 1) PARTNER is a registered trademark of Avaya Inc. **1** Power down the system before inserting or removing a PC Card. Unplug the power cord from the wall outlet and disconnect the power cord from the power jack on the module.



2

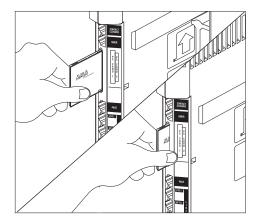
Ilf your card comes with a write-protect tab, verify that the write-protect tab on the PC Card is not in the write-protected position. If it is, use a paperclip or another pointed object to push the write-protect tab on the end of the PC Card upward to the nonprotected position.

If your new PC Card is a Software Upgrade Card, or if you are using your PARTNER Remote Access PC Card to upgrade your module, remove all other PC Card(s) from the PC Card slot(s) on the module by gently pulling each card straight out (with the power off).



3

To insert the PC Card, hold it with the label facing to the right, and slide it gently into either PC Card slot on the module. When inserted properly, the PC Card projects about 1-5/8" (4 cm) from the module.



Reconnect the power cord to the power jack on the module, and then plug the power cord into the wall outlet to power up the system.

CAUTION:

The power cord should hang straight down from the connector, flush against the plastic case for the entire length of the board. Do not install the power cord at an angle to the case or with a loop in it.

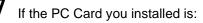
NOTE If you are upgrading your system, DO NOT REMOVE THE CARD until you have verified that the upgrade was successful (approximately 20-40 seconds). While the system upgrades, the bicolor (red/green) power LED on the PARTNER SOE module flashes green and red alternately. When the upgrade has finished, the power LED becomes steady green. Dial Feature 59 at a display telephone to verify a successful upgrade. (If no display telephone is available, wait 30 seconds after the LED becomes steady green.) Then proceed to Step 5.

5 Check the green light on the front of the module. If the light is out, unplug the power cord from the wall outlet. Then, plug the power cord into the wall outlet. If the light is still out, contact your local Authorized Dealer or, in the continental U.S. only, call the Avaya Customer Care Center at 1 800 628-2888 (for PARTNER Small Office Edition).



6 If you are upgrading your system and you have verified that the upgrade was successful by using Feature 59, do the following:

- A) If you are using a **one time use upgrade card**, leave the card in the slot for future use in performing backup/restore functions.
- B) If you are using the **PARTNER Remote Access PC Card**, leave the card in the slot for future use in performing backup/restore functions or remote administration functions.
- C) If you need to reinstall other cards, power down the system by following the instructions in Step 1 and replace any PC Cards you removed in Step 2.
- D) If you powered down the system, repeat Steps 4 and 5, and then proceed to Step 7.



- A) A PARTNER Backup/Restore Card or a PARTNER Remote Access PC Card, see the documentation that came with your system to do a test Backup, a test Restore, and to set up programming for Automatic Backups.
- B) An ASA/DXD PC Card, see the documentation that came with your system.