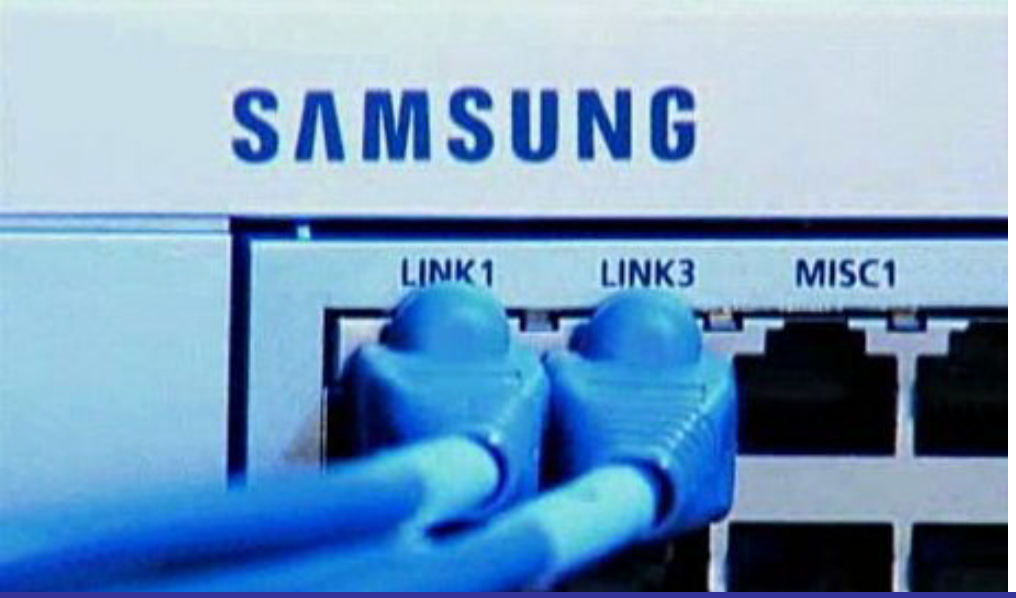

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OfficeServ™ 7000 Series

BASIC SYSTEM SETUP

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Business Communications Systems Division
Richardson, Texas
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(972) 761-7000

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SUGGESTED INSTALLATION PROGRAMMING STEPS PERFORMED IN THIS ORDER…

- Default the Phone System.
  MMC811 – IT 6.3.1
- Check the Software Versions.
  MMC727 – IT 2.1.1/2.2.0
- Set IP Address(es).
  MMC830/831 – IT 2.1.0/2.1.2/2.2.2
- Reboot System to Enable IP Address Change(s).
  MMC811 – IT 6.3.1
- Set Time/Date.
  MMC505 – IT 2.1.3
- KMMC/Application Timeouts.
  MMC501 – IT 5.14.2

SUGGESTED INSTALLATION PROGRAMMING STEPS PERFORMED IN THIS ORDER…

- Apply Telephone System License Codes.
  MMC860 – IT 2.1.4
- Numbering Plan Changes.
  MMC724 – IT 2.8.0
- Change/Remove Voicemail Alarm Destination.
  MMC745 – IT 2.1.6
- Disable MSG in Class Of Service.
  MMC701 – IT 4.7.2
- Station Groups.
  MMC601 – IT 4.1.1
- Voicemail Station Group.
  MMC601 – IT 4.1.1

SUGGESTED INSTALLATION PROGRAMMING STEPS PERFORMED IN THIS ORDER…

- Set PRI Options.
  MMC430 – IT 2.6.8
- Setup SIP Trunks.
  MMC837 – IT 5.2.12/5.2.13
- Trunk Groups.
  MMC603 – IT 4.1.2
- Test CID for Each Trunk.
- Set Trunk CID Accordingly.
  MMC414 – IT 2.6.5

SUGGESTED INSTALLATION PROGRAMMING STEPS PERFORMED IN THIS ORDER…

- Station Call Alerting Display Options
  (Caller ID – Name/Number)
  MMC119 – IT 5.15.3

- Ring Plan Schedule.
  MMC507 – IT 4.3.1

- Inbound Trunk Ringing.
  MMC406 – IT 3.2.1

- CID Ring Routing to Optional Modem on MP.
  MMC759 – IT 3.2.5

- DID Ringing.
  MMC714 – IT 3.2.3

SUGGESTED INSTALLATION PROGRAMMING STEPS PERFORMED IN THIS ORDER…

- Station Pickup Groups.
  MMC302 – IT 2.5.1

- Page Zones.
  MMC604/605 – IT 4.1.3

- Music On Hold/Background Music.
  MMC408/308 – IT 2.4.2/2.5.6

- Preset Forward No Answer - OS7100 Remove for Stations without Voicemail - OTHERS Add for Stations with Voicemail.
  MMC316 – IT 2.5.4

- Individual Station Forward No Answer Timers.
  MMC502 – IT 2.5.4

SUGGESTED INSTALLATION PROGRAMMING STEPS PERFORMED IN THIS ORDER…

- System Hold & Exclusive Hold Recall Timers.
  MMC501 – IT 5.14.1

- Block Assignments - Call Log/CID Review
  Systemwide Speed Dial/Personal Speed Dial.
  MMC609/608/861/606 - IT 2.5.6/2.5.6/2.1.5/2.5.1

- LCR.
  Refer to Special Applications document.

- Station Names.
  MMC104 – IT 2.4.2

SUGGESTED INSTALLATION PROGRAMMING STEPS PERFORMED IN THIS ORDER…

- Set Answer Mode per Keyset, Accordingly.
  MMC103 – IT 5.15.2
- Systemwide Keyset Button Templates.
  MMC723 – IT 4.9.1
- Plug in All Stations.
- Receptionist/Operator AOM Assignment/Pairing.
  MMC217 – IT 4.2.1
- Ring Plan Buttons on Designated Phones.
  MMC722 – IT 4.9.2

SUGGESTED INSTALLATION PROGRAMMING STEPS PERFORMED IN THIS ORDER…

- Receptionist/Operator Keyset Button Mapping.
  MMC722 – IT 4.9.2
- Assign Doorphone Ringing.
  MMC211 – IT 3.2.7
- Set Ring Type to Data for Fax/Modems.
  MMC208 – IT 2.5.7
- Set Voicemail Initialization/Integration Options.
  MMC740 – IT 2.1.6
- Re-Initialize Voicemail.
  MMC740 – IT 2.1.6

SUGGESTED INSTALLATION PROGRAMMING STEPS PERFORMED IN THIS ORDER…

- Reboot the System to Rebuild Voicemail Database.
  MMC811 – IT 6.3.1
- Enter System Speed Dial Info for Customer.
  MMC705/706 – IT 4.4.0
- Change System Admin/Tech Passcodes.
  MMC201/801 – IT 5.13.1/2.1.5