

BT Versatility

Communication without
complication

Get Started User Guide



GUIDE TO SYSTEM DOCUMENTATION	2
Get Started Guide	2
Phone Quick Reference Guide	2
Detailed User Manual	2
Detailed Broadband Module Manual	2
BT VERSATILITY WIZARD User Manual	2
SYSTEM DESCRIPTION	3
System Options	3
System Programming Notes	4
Guide to Featurephone layout	5
Explanation of Symbols <small>* Used in this manual</small>	5
SYSTEM PROGRAMMING	6
Accessing the System Programming	7
PROGRAMMING SYSTEM TIME & DATE	8
CONFIGURING A GROUP (RING/HUNT GROUP)	9
Configuring Group & Assigning Extensions	9
Configuring Group & Assigning Extensions [continued]	10
Note on Groups & Group Types	11
Note: Group Programming	11
Note: Group Names	11
Mapping Incoming Calls to a Group [From a Network Line]	12
Note on Incoming Call Mapping	12
Mapping Incoming Calls to a Group [From an MSN or DDI]	13
CONFIGURING CALL BARRING RULES	14
Call Barring and Tables	14
Setting up Call Barring Tables	15
Assigning rules to Extensions	16
CONFIGURING NIGHT & WEEKEND SERVICE	17
CHANGING SYSTEM PASSWORD	18
EXAMINING EXTENSION PASSWORDS	18
CONFIGURING SYSTEM VOICEMAIL BOX	19
ENABLING SYSTEM VOICEMAIL BOX	19
ASSIGNING VOICEMAIL EXTENSIONS	20
ASSIGNING VOICEMAIL CAPACITIES	21
PROGRAMMING SYSTEM SPEED DIALS	22
POWER FAIL OPERATION	23
EXTENSION NAME & SETTINGS	24
ADDITIONAL EXTENSION SETTINGS	25
BT VERSATILITY WIZARD MANAGEMENT TOOL	30

Guide to System Documentation

The BT Versatility is provided with the following range of documentation:

Get Started Guide

Provides overview of System Programming and Key Features

The Get Started Guide takes the user through key system programming and enables the user to modify basic system configurations to suit their business requirements. In addition, it allows an appointed 'Administrator' to configure the system, through key settings and programming elements, enabling a tailored business solution.

Phone Quick Reference User Guide

Provides Quick Reference to Key System Features

The Phone Quick Reference Guide is supplied with each BT Versatility system as an easy to view fold out for each system user. Also provided is a simple reference to the key operation and system features of Featurephones or Standard Telephones.

Detailed Owner's Manual

Provides complete detail on System Programming and Features

The Detailed User Manual is provided on a CD-ROM with each BT Versatility System, covering System Programming, Administration and Usage, and providing the appointed 'Administrator' with information on configuration of advanced system features.

Detailed Broadband Module Manual

Provides complete detail on Router Programming and Usage

The Detailed Broadband Module Manual is provided on a CD-ROM with each BT Versatility System, covering System Programming, Administration and Usage, and providing the appointed 'Administrator' with information on configuration of advanced system features.

BT Versatility Wizard User Manual

Provides complete detail on programming of BT Versatility with PC Configuration Tool

The BT Versatility Wizard User Manual is provided on a CD-ROM with each BT Versatility System.

System description

- The BT Versatility is an Integrated Communications System supporting all your voice call needs and also provides an 'Integrated Data Solution' which allows multiple simultaneous Internet sessions and Voice over IP (VoIP) trunks. The VoIP trunks can be set up with a Broadband Voice Service Provider (such as BT Broadband Voice) or on a managed IP network.
- The BT Versatility can accommodate up to 12 Analogue Lines, or 6 ISDN Basic Rate Accesses, or a combination of both, or 12 channels of ISDN Primary Rate with up to 4 additional lines as backup, either PSTN or ISDN Basic Rate and up to 32 Extensions.

System Options

Your BT Versatility may be delivered and installed with additional Modules, or you may choose to purchase them at a later date. The following options are available:

- Additional Extension Modules to a maximum of 32 extensions
- Additional Digital or Analogue Line Modules to a maximum of 12 lines
- Additional ISDN Primary Rate Line Module to a maximum of 12 channels
- The BT Versatility has an Optional Broadband Module providing seamless multiple Internet sessions. It also provides VoIP trunks which allows voice calls from extensions to be carried over a Broadband Voice Service Provider (such as BT Broadband Voice) or a managed IP network.
- Optional Voicemail Module for professional voice services
- Optional Battery Back Up Module for full system operation in power fail
- Music on Hold module for connecting external Music on Hold.
- “V8” Featurephone with full Menu Display, Handsfree Operation and 8 Programmable keys
- “V16” Featurephone with full Backlit Menu Display, Handsfree Operation and 16 Programmable keys
- “V16” Expansion Console providing an additional 32 Programmable Keys when used in conjunction with the V16 Featurephone
- “V” Telephones with CLI Display, Monitor Function and Programmable Keys
- Door Intercom to facilitate visitor introduction
- Hospitality software for customers that either have a hotel or guest houses or any business that needs to bill individual clients

System Support

BT Versatility Support Web Site <http://www.productsupport.bt.com/versatility/>

BT Sales	0800 800 152
BT Service	0800 800 154
BT Versatility Helpdesk	0870 240 8377

System Programming Notes

The BT Versatility may be programmed from either a V8/V16 Featurephone or from the BT Versatility wizard configuration tool supplied on the CD-supplied with your system. This guide outlines the key elements of System Programming from the Featurephones only.





Guide to Featurephone layout



This diagram illustrates the V16 phone which has 16 programmable keys

Explanation of Symbols * Used in this manual

Specific symbols are used to define particular operations or to highlight important areas as follows:

-  Caution
-  Program Programming Key
-  Select Function
-  Scroll through Menus

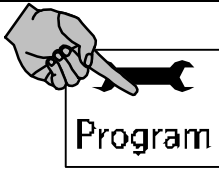
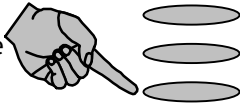
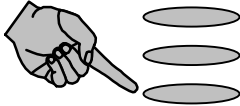
System Programming

The System may only be programmed from one specific extension, by default this is configured as Extension 20, but the programming position may be moved to any Extension required.

The System Programming is separated into 3 main blocks:

System	covers aspects that affect operation across the complete system
Extension	covers aspects that may be programmed per extension
Lines	covers aspects which affect the Network connections, Incoming and Outgoing Calls, and Least Cost Routing configuration.


Accessing the System Programming

Instruction	Action	Menu Display
From the Programming Position (Ext. 20 by default) select the Programming Key		---Phone Setup--- -Auto Answer -Key Programming -Headset Mode
Scroll through the menus to find [System Programming] and select the option		---Phone Setup--- -Ringing Options -Contrast Options -System Programming
Enter Password	Default 1111	Enter System Password -Exit
You are now in the Main Menu for System Programming and are presented with the following Sub Menus for Programming Options		Select Option -System -Extensions -Lines



The remainder of this document assumes that you have successfully navigated to the System Programming Sub Menu above.

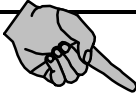
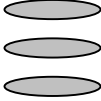
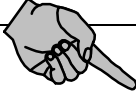
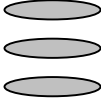
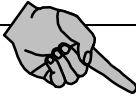

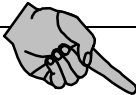



Depress the  key for 2 seconds at any time or Hang Up to exit the Programming mode at any time. Modified settings are SAVED automatically.



For more complex settings please refer to the Owner's Manual provided on the CD-ROM packaged with your system.

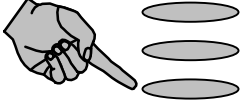
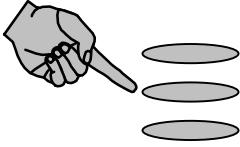
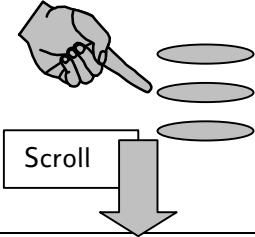
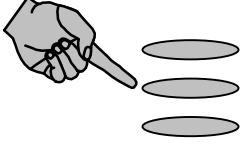
Programming System Time & Date

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [System]		 Select Option -System -Extensions -Lines
Select [Time & Date]		 Select Option -Time & Date -Change Password -Programming Position
Enter Time [HHMM]		 Set Time HHMM -Confirm - Exit
Enter Date [DDMMYY]		 Set Date DDMMYY -Confirm -Exit

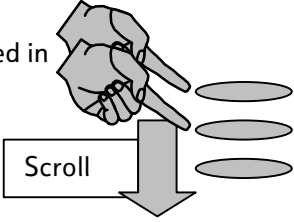
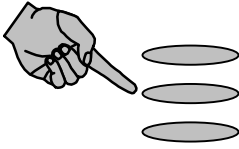
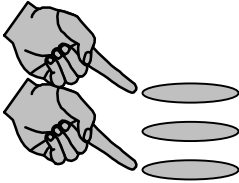
Note: Time & Date Settings are saved automatically.

Configuring a Group (Ring/Hunt Group)

Configuring Group & Assigning Extensions

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Lines]		Select Option -System -Extensions -Lines
Select [Group Programming]		Select Option -Equipped Lines -Group Programming -Incoming Ringing
Select the Group to be Programmed [Scroll If Necessary]		Select Group -Group 1 -Group 2 -Group 3 Group 4- Group 5- Group 6-
Select the Group type to be programmed		Select Group Type ◆ Ring Group ◇ Hunt Group -Exit

Configuring Group & Assigning Extensions [continued]

Instruction	Action	Menu Display
<hr/> If RING GROUP selected <hr/>		
Select the Extensions to be included in the RING GROUP		Select Extensions ◆ Ext. 20 Ext. 23◇ ◆ Ext. 21 Ext. 24◆ ◇ Ext. 22 Ext. 25◆
<hr/> If HUNT GROUP selected <hr/>		
Select the HUNT GROUP type required		Select Hunt Group Type ◇ Linear ◆ Circular ◇ Longest Idle
(See Next page for Note on Group Types)		
Select the Extensions to be included in the HUNT GROUP		Enter in Priority Order ◇ Ext. 20 Ext. 23◆ ◆ Ext. 21 Ext. 24◇ ◇ Ext. 22 Ext. 25◆

Note: The order the extensions are selected determines the order the extensions will be rung within the group.

Note on Groups & Group Types

Note: Group Programming

When assigning Extensions within a Ring or Hunt Group the first 8 extensions are included by default in Group 1. The administrator may select or deselect Extensions within a Group at any time.

Note: Group Names

All Groups can be assigned specific names to facilitate ease of program and system usage. Please refer to the section on Naming in this document for instructions on creating Group or Extension names.

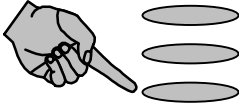
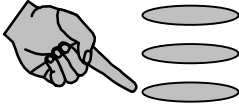
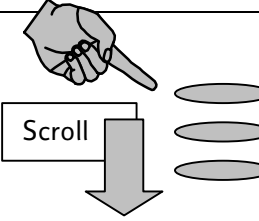
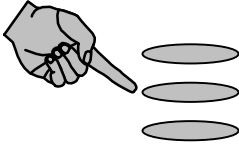
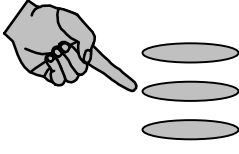
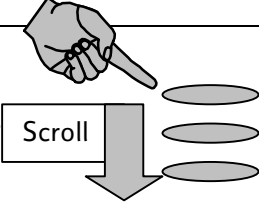
Groups of different types may be configured in your BT Versatility System. When programming a Group you will be offered the following options:

Ring Group: When selected all phones in the Group ring simultaneously for an incoming call

Hunt Group: When selected incoming calls are presented to one phone only within the group and the calls are filtered through the various Extensions as follows:

- **Linear**
Calls are presented to the extensions in the order of priority they were entered into the group. The extension will ring and if not answered before the Hunt Timer expires it will ring at the next extension in the group in order. If an extension is busy the call is presented to the next free extension in the order.
- **Circular**
Calls are presented in strict rotation starting with the highest priority extension in the Group (i.e. Call 1 is presented to the highest priority Extension in the group, if not answered it is passed to the next highest available in the group, call 2 is presented to the next Extension in order of priority etc.)
- **Longest Idle**
Incoming calls are presented to the extension that has been idle for the longest period of time

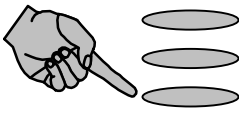
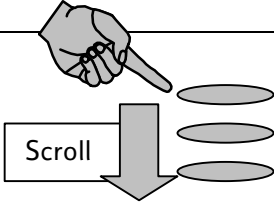
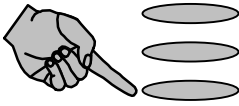
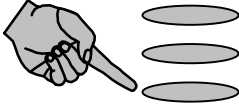
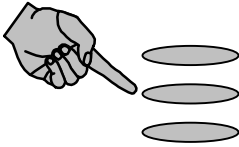
Mapping Incoming Calls to a Group [From a Network Line]

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Lines]		Select Option -System -Extensions -Lines
Select [Incoming Ringing]		Select Option -Equipped Lines -Group Programming -Incoming Ringing
Select the Line or Access		Select Line -Line 2 -Access 1 -Door Intercom
Select the time		Select Option -Day Mode -Night Mode -Day & Night Mode
Select the Destination for Incoming Calls on this Line or Access [Group In This Case]		Select Destination ◇Extension ◆Group ◇Auto Attendant
Select the Group which is to receive Incoming Calls on this Line or Access during the relevant Time Period		Select Group ◆Group 1 Group 4◇ ◇Group 2 Group 5◇ ◇Group 3 Group 6◇

Note on Incoming Call Mapping

You may map Incoming Calls on Specific Lines to be presented to different Groups in Day and Night Mode

Mapping Incoming Calls to a Group [From an MSN or DDI]

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Lines]		Select Option -System -Extensions -Lines
Scroll down and select [DDI Programming]		Select Option -DDI Programming -ISDN Programming -Exit
Enter MSN Index 001 – 100 May be Existing or New	XXX	Enter MSN Index - Exit
Enter MSN/DDI Number May be Existing or New Confirm when complete	XXXXXXXXX	----- -Confirm -Change -Delete Exit-
Enter MSN Name May be Existing or New Confirm when complete	ABCDEFGHIJ	----- -Confirm -Change -Delete Exit-
Select the time		Select Option -Day Mode -Night Mode -Day & Night Mode
Select the Destination for Incoming Calls on this MSN or DDI		Select Destination ◇Extension ◆Group ◇Auto Attendant
Select the Group that is to receive Incoming Calls on this MSN or DDI Number during the relevant time period.		Select Group ◆Group 1 Group 4◇ ◇Group 2 Group 5◇ ◇Group 3 Group 6◇ [To Select a group(s) select the diamond next to it]

Configuring Call Barring Rules

Call Barring and Tables


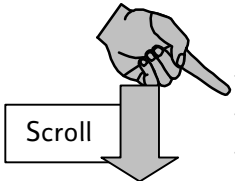


Call Barring allows you to prevent specific extensions making specific types of calls in Day or Night Mode. In order to configure Call Barring, you first set up the rules [CLASS CODES] as described below, and then assign the relevant call barring levels to individual extensions.

There are four Tables which may be programmed and six CLASS CODES which may be assigned to an extension as listed below.

Type of Restriction	Table	CLASS	Typical Use
No restriction	None	1	Allow All
Restricted from calls in Table 2	2	2	Bar 00
Restricted from calls in Table 2 & 3	3	3	Bar 0
Allowed Internal and Emergency Calls only	None	4	Bar ALL
Allowed Numbers that override Table 2 & 3	5	5	Exception
Restricted Numbers that override Table 1, 2 & 3	6	6	Specific Bar

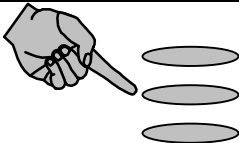
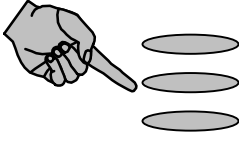
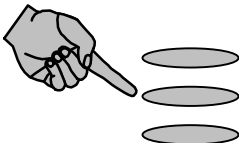
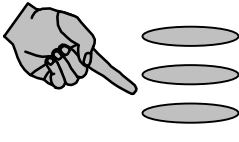
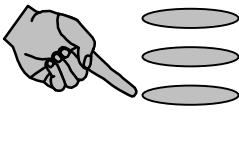
Table	Bar	Default settings
Table 2	International	00", "14100", "147000", "153", "192", "128000"
Table 3	National	"0", "1410", "14700", "153", "192", "12800"

Setting up Call Barring Tables

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [System]		Select Option -System -Extensions -Lines
Scroll down and select [Class Codes]		Select Option -Class Codes -Reset Options -Set v24 Baud Rate
Select the Table which is to be programmed		Select Table -Table 2 -Table 3 -Allowed Table/Restricted Table
Enter Index 01 – 50 May be Existing or New Index	XX	Enter Index 01 - 50 - Enter the number or code you wish to bar here -Exit
Select Confirm to Complete the Set-Up [See Note Below for 'ANY' Option]		Select Option -Any -Confirm -Change

Note: Each entry restricts or allows one number or range of numbers. A wildcard may be used 'ANY' (i.e. 403 X would bar calls to numbers between 403-1 and 403-0.)

Assigning rules to Extensions


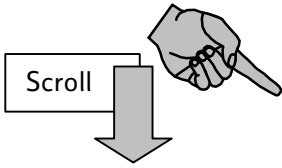


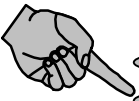

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Extension]		Select Option -System -Extensions -Lines
Scroll down and select [Restriction Classes]		Select Option -Name Programming -Restriction Classes -Tone Protect
Select Time for rule to be applied Day or Night		Select Option - Day Class of Service - Night Class of Service - Exit
Select the Class Rule to be applied Class 1 to 6		Select Option -Class 1 Class 4- -Class 2 Class 5- -Class 3 Class 6-
Select the Extensions to which this rule applies		Class X day/night ◇Ext 20 Ext 23◇ ◆Ext 21 Ext 24◇ ◇Ext 22 Ext 25◇ [To Select an extension(s) select the diamond next to it]

Note: You may apply the same rule to multiple extensions

You may apply multiple rules to the same extension

You may exit the menu at any time and the settings will be saved

Configuring Night & Weekend Service

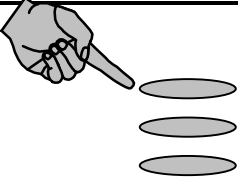
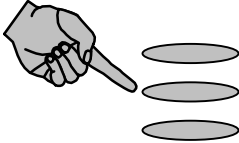
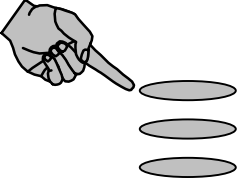
Instruction	Action	Menu Display
From the System Programming Sub Menu Select [System]		Select Option -System -Extensions -Lines
Scroll down and select [Night Service]		Select Option -Night Service -Music on Hold -Line Key Light
Program Night Service On & Off Times [Apply Weekend (if required)]		Select Option -Automatic On Times -Automatic Off Times -Weekend Service
Enter On Times		Select Option -On Time 1 -On Time 2 -Exit
Enter Off Times		Select Option -Off Time 1 -Off Time 2 -Exit
Enter Time to be set and then select Confirm		Set Time [HHMM] -Confirm -Change -Delete

Note: You may apply 2 sets of times for the Night Service rules to be applied, typically this will be used for Lunch Time and Out of Office Hours.

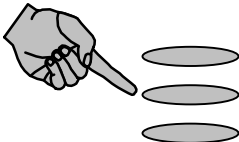
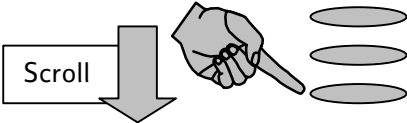
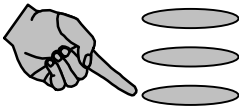
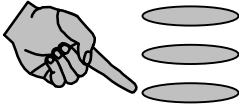
Night Service allows you to configure different call routing plans for these time periods.

You may exit the menu at any time and the settings will be saved

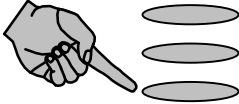
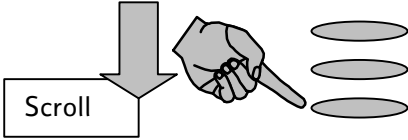
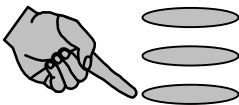
Changing System Password

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [System]		Select Option -System -Extensions -Lines
Select [Change Password]		Select Option -Time & Date -Change Password -Programming Position
Enter New Password [xxxx] 4 digit numeric and Confirm		1111 -Confirm -Change -Exit

Examining Extension Passwords

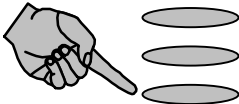
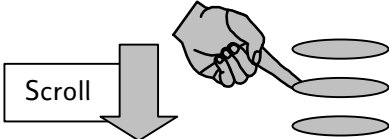
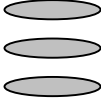
Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Extension]		Select Option -System -Extensions -Lines
Scroll down and select [Exaime Passwords]		Select Option -No Call Logging -External Diversions -Examine Passwords
Select the password which you need to view		Select Option -Ext. Lock Password -Voice mail Password -System Voicemail Box
The System VM password is displayed immediately. Select an extension to view it's Password.		Select Extension -Ext 20 Ext 23- -Ext 21 Ext 24- -Ext 22 Ext 25-

Configuring System Voicemail Box

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Lines]		Select Option -System -Extensions -Lines
Scroll down and select [System Voicemail Box]		Select Option -Outgoing Line Priority -PABX Group -System Voicemail Box
Select the Line(s) which are to be answered by the System Answering Machine when it is enabled		System Voicemail Box ◇Access 1 ◇Line 1 ◇Line 2


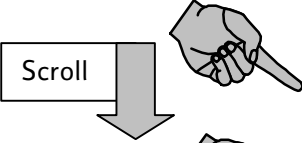
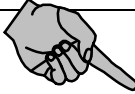

NOTE: To utilise the Voicemail features on the BT Versatility, you must purchase the optional Voicemail module

Enabling System Voicemail Box

Instruction	Action	Menu Display
From Extension 20 in idle menu Scroll down and select [System VM Box]		-Internal call -Redial last number -Saved Numbers
Scroll down and select [System Voicemail Box]		-Night service -System Voicemail box -Divert
Once enabled extension 20 idle menu appears as shown		-System VM box -Internal call -Redial last number

Assigning Voicemail Extensions

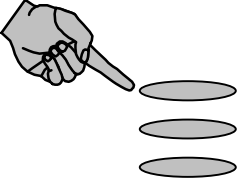
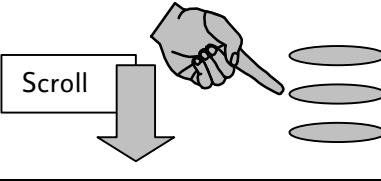

NOTE: To utilise the Voicemail features on the BT Versatility, you must purchase and install the optional Voicemail module

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Extension]		Select Option -System -Extensions -Lines
Scroll down and select [Voice Boxes]		Select Option -Individual CLI Stores -Sys. Speed No Override -Voice Boxes
Select the type of Voice box required		Select Option -Standard Voice Boxes -Information Only VB -Exit
Select the Extensions which are to be assigned individual Voicemail Boxes		Select Extension ◆ Ext 20 Ext 23◇ ◇ Ext 21 Ext 24◇ ◇ Ext 22 Ext 25◇ [To Select an extension(s) select the diamond next to it]

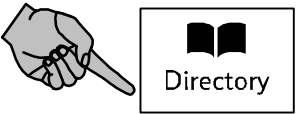
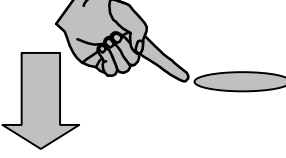
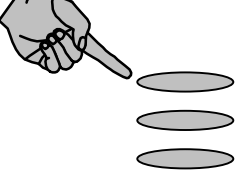
Note: "Information Only" voice boxes do not allow the caller to record a message, they only replay the recorded greeting.

Assigning Voicemail Capacities

NOTE: The system assigns a limit of 20 Messages per Voicemail Box, this may be modified if required as follows.

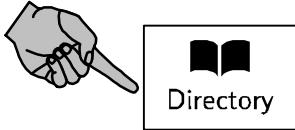
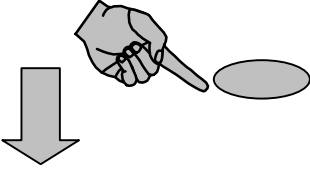
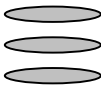
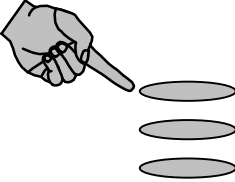
Instruction	Action	Menu Display
From the System Programming Sub Menu Select [System]		Select Option -System -Extensions -Lines
Scroll down and select [System VM Capacity]		Select Option -V24 Baud Rate -VM Capacity -Account Codes
Enter the required number of messages allowed per extension		Enter VM Cap. 10-50 -Exit

Programming Personal Speed Dials

Instruction	Action	Menu Display
From the Idle Menu Select the Directory Key		--Directories-- -Personal Speed Dial -System Speed Dial -Personal Entries -System Entries
Select [Personal Entries]		- Personal Entries
Enter the Speed Dial number index to modify an existing entry or a new index to create a new entry		Enter SPD Index 01-30 1. Enter Number 2. Enter Name 3. Confirm

NOTE: Speed Dial Numbers may be entered from any extension, however the entry of System Speed Dial numbers is password protected with the Administrator Password.

Programming System Speed Dials

Instruction	Action	Menu Display
<p>From the Idle Menu Select the Directory Key</p>		<p>--Directories-- -Personal Speed Dial -System Speed Dial -Personal Entries -System Entries</p>
<p>Select [System Entries]</p>		<p>Password Requested Enter Password</p>
<p>Enter the Speed Dial number index to modify an existing entry or a new index to create a new entry</p>		<p>Enter SPD Index 001-500 1. Enter Number 2. Enter Name 3. Confirm</p>
<p>Select the outgoing group (normally the first group)</p>		<p>Outgoing group 1 (9) Outgoing group 2 (760) Outgoing group 3 (761)</p>

Power Fail Operation

Your BT Versatility is provided with a basic power fail mechanism to allow the system to continue operation in power fail situations.

Analogue Systems

For systems with traditional Analogue (PSTN) Lines two extensions on each extension module are connected directly to the first two Network Lines on that module as follows:

Lines	Extensions
1/2	26/27
5/6	34/35
9/10	42/43
13/14	50/51

Digital Systems

Systems populated with Digital (ISDN) Lines only will not operate in Power Fail mode. These systems MUST be populated with the Optional Battery Back Up unit or an auxiliary uninterruptible Power Supply (UPS)

VoIP lines

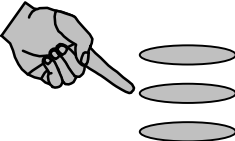
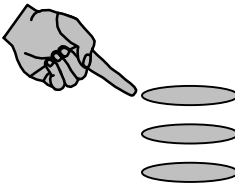
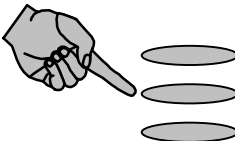
In the event of an ADSL or system failure the VoIP lines will not work.

Battery Backup Unit

The optional BBU available with the BT Versatility will ensure the maximum system configuration of 8 + 32 can operate for a minimum of 40 minutes under normal load conditions.

Extension Name & Settings

NOTE: Each Extension on the BT Versatility System may be configured with different settings. This section describes how to change the Extension names and list the key settings that may be configured. Please refer to the full User Manual for further instruction if required.

Instruction	Action	Menu Display
From the System Programming Sub Menu Select [Extension]		Select Option -System -Extensions -Lines
Select [Name Programming]		Select Option -Name Programming -Restriction Classes -Tone Protect
Select the required Extension and enter the name required		Select Extension -Ext 20 Ext 23- -Ext 21 Ext 24- -Ext 22 Ext 25-

Additional Extension Settings

See the table below for a full range of settings. The following parameters may be also be set on an extension by extension basis. Refer to the full 'User Manual' for detailed programming instructions if required.

25 Hz	This allows the ringing frequency to be changed from Auto Detect to 25Hz or 50 Hz. The default setting is Auto Detect which will detect if a featurephone is connected and set that port to 50 Hz, if not then it will set the ringing at 25Hz, however it is possible to override this and have a featurephone ring at 25Hz. Also some older phone equipment may require 50 Hz for ringing this setting should only be applied if a telephone does not ring correctly at 25 Hz.
3.1 kHz Extension	Allows an outgoing call to be set for 3.1Khz minimum bandwidth. It is advisable to set this for extensions equipped with a Fax or Modem
Extension Disconnect	Removes an unpopulated extension from all ring maps
Hot Line	Allows an extension to be set to call a pre-programmed number when the extension goes off hook. Typically used for unsupervised reception areas or fax machines
Individual CLI Stores	The administrator can decide which extensions have individual CLI stores
Key Pad Feedback	Allows the keypad tones to be switched on/off on an extension by extension basis.
Manager/Secretary	Allows specific features to be mapped between a manager and secretary for improved functionality
No Call Logging	Prevents calls to or from this extension from being stored in the system call logging information
External Diversions	This prevents or allows extensions from setting up diverts externally and also prevents an extension from making dual trunk calls, such as External Transfer, Conference or Consultation
Open Door Restriction	An extension can be restricted from Opening the Door if a remote door opening system is installed
Page Protect	Removes an extension from the paging group
Permanent CLIR	Allows an extension to be set so that it never sends the CLI number when making an outgoing call (CLIR)

Permanent COLR	Allows an extension to be set so that it never shows the CLI number during a connected incoming call (COLR)
Port Swapping	Allows 2 extensions to be swapped on the system for administration or programming purposes
Restrict use of PA	Prevents an extension from accessing the PA System if connected to the system
Reverse Cadence	Allows the administrator to swap the ringing cadence used for internal and external calls
Set Restriction Classes	Allows Call Restrictions to be placed on an extension by extension basis. Different rules can be applied day and night if required
Sys Speed Dial Override	Allows an extension to dial a number from the System Store even if that area code is normally barred from that extension
Tele-Secretary	Allows the call recipient see who the call is for before answering, this feature is ideal where one secretary answers calls on behalf of several managers
Tone Protect	Allows an extension to be protected from tones at all times
Voice Boxes	Allows the administrator decide which extensions have individual Voicemail Boxes and if they are standard or information Only voice boxes.
Extension Reset	You can cancel the following if they have been programmed on your set, Do Not Disturb, Call Divert, Ring Back, Display Messaging, Reminder Call
DSS Extensions	Up to 8 of the V16 Featurephone extensions can be equipped with DSS Consoles. A Power supply is used to provide the additional power needed for the additional 32 keys.
Flexible Numbering	The extension numbers, Line access digits, and first digit of the feature codes can be changed. When the extension numbers are changed they can only be of 3 or 4 digits.
Send Specific MSN/DDI	This feature allows the user to determine whether or not to send their individual MSN or DDI number to the network when making an outgoing call.

Versatility Numbering plan

Code	Feature
100- 109	Phantom voice boxes
110 – 117	First S ₀ bus numbering
120 – 127	Second S ₀ bus numbering
130 - 137	Third S ₀ bus numbering
140 - 147	Fourth S ₀ numbering
150 - 159	First 10 VoIP Extensions
160 - 169	Second 10 VoIP Extensions
170 -173	Last 4 VoIP Extensions
180- 189	Group 1- 10
190- 199	Group 11 - 20
20-29	Extensions 1-10
30-39	Extensions 11-20
40-49	Extensions 21- 30
50- 51	Extensions 31 and 32
52	Long Line Extension
9	Line Access (Line Group 1)
0	Group 11
710	Voice module number
711	Retrieving Voice Messages
712 (1-5)	Pick up parked calls (positions 1 to 5)
713	Extension Lock on / off
714	Extension Lock Code Programming
715	Voice Call
716	Page All Featurephones
717	External Paging Answer
718	Call Reminder
718*	Cancel Reminder call
719	Return to call placed on system hold
720	Call to a P A amplifier
721	Transfer for Remote maintenance

Code	Feature
R 722	Forward Recall analogue lines
723 (180-199)	Log in / Log out of Hunt groups
723*1	Log into all groups of which you are a member
723*0	Log out of all groups of which you are a member
724	CLIR on an individual call for a standard telephone
725	Tone protection
726	Call Pick Up external
727	Call Pick UP Group
728	Keypad protocol programming on a programmable key
729	Display messaging
731	Operate the doorstrike
732	Call Divert All Calls
733	Call Divert on Busy
734	Call Divert on No Answer
735	Call Divert - Follow Me
736	Do not Disturb Set / cancel
737	System Voicemail box on/off
738	Night Service on / off
739	Phone Reset
7401 - 7430	Personal speed dial Recall
7501 - 7530	Personal Speed Dial Programme
760 - 769	Line Groups 2 - 11
77	Last number Redial
781- 785	Saved numbers Redial
791	Account Codes
792	Group Divert All Calls
793	Group Divert on Busy
794	Group Divert on No Answer
795	Page all
8001 - 8500	System speed dials
R	Call hold (Standard Phone)
R1	Return and release in two call handling

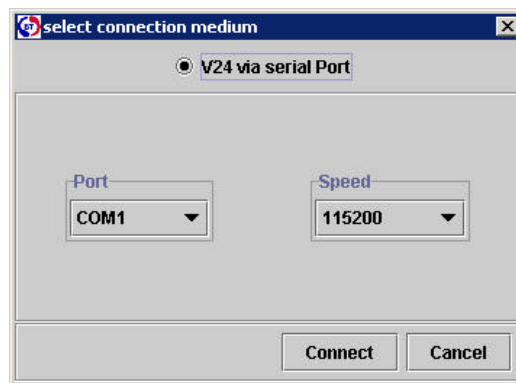
R2	Return and hold in two call handling
R3	Call Conference
Code	Feature
R5	Ring back
R8	Forced call waiting
R 712 (1-5)	Call park (in positions 1 to 5)
R725	Tone protection

BT Versatility Wizard Management Tool

The BT Versatility Wizard Management Tool enables the system administrator to program and modify system configuration through a simple User Interface. The application contains extensive Help Files that will guide you through key system settings. BT Versatility Wizard is installed from the CD-ROM provided with your BT Versatility System.

- The application may be run at any time by inserting the CD-ROM and selecting Start / Programs / BT Versatility Wizard in the Start Menu on the PC.
- The Administrators' PC must be connected to the BT Versatility using the supplied Communications cable between the serial port on the PC and the BT Versatility.
- When the application is running you must establish a connection to the BT Versatility by choosing:

Connection / Connect



In the menu options select the settings as shown (using the assigned Com port on the PC and the V24 baud speed set on the system)

Once the connection is established you will view information live on the system.

All available settings may be modified or updated without affecting calls in progress on the system.

Once a setting is modified you must SEND this to the BT Versatility. This may be done by:

- Selecting 'Send Changes' to send all updated fields
- Highlighting particular fields and selecting 'Send Selected'



Offices Worldwide

The telecommunications services described in this publication are subject to availability and may be modified from time to time. Services and equipment are provided subject to British Telecommunications plc's respective standard conditions of contract.

Nothing in this publication forms any part of any contract.

© British Telecommunications plc 2003.

Registered Office: 81 Newgate Street, London EC1A 7AJ.

Registered in England No: 1800000.

Produced by BT Business Information Systems Marketing

Cover designed by H&P Graphics Limited (9969).

Printed in Ireland

Part No. 2732.31000-4

Printed on paper which meets international environmental standards