M7324
Telephone
User Card

CJ TEL
COMMUNICATIONS LTD.

For Service Call
403-274-7774

Your Norstar M7324 telephone

Memory and line buttons
are buttons with indicators for one touch dialing, feature operation or line access.

Display
shows the time, date, call information and guides
you while using Norstar* features. The lower line
of the display is reserved for display button
instructions.
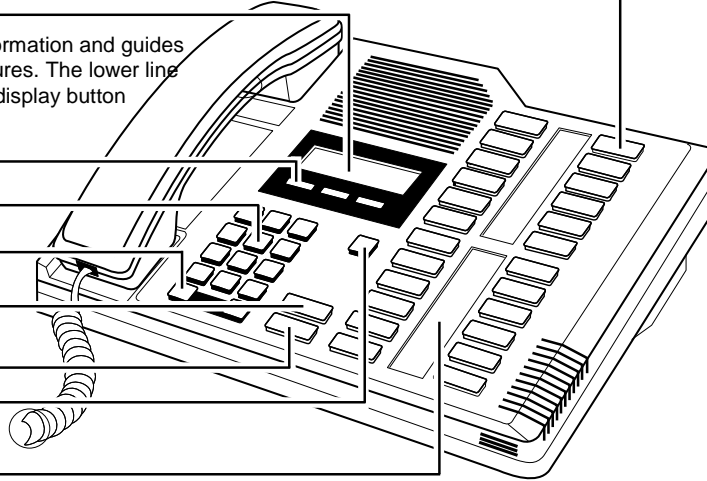
Display buttons

Dial pad

Volume control

Feature button
starts or ends a feature.
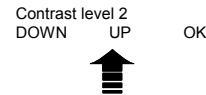
Hold button

Release button
cancels active calls.

Indicators
appear beside active lines and features.

Using display buttons	Display buttons change with each feature you use. The labels for display buttons appear in capital letters directly above them on the second line of the display. A display button with an "OK" label above it is represented as <u>OK</u> in this card.	Contrast level 2 DOWN UP OK
Button inquiry	Confirm that your memory and line buttons have the correct snap-on caps by checking their programming. 1. Release all calls or open lines with dial tone. 2. Press ƒ •. 3. Press the button(s) you want to check and read the display. 4. Press ƒ when finished.	
Adjusting display contrast	1. Press ƒ •‡. 2. Press <u>UP</u> or <u>DOWN</u> for the level you want. 3. Press <u>OK</u> when finished.	
Selecting a ring type and volume level	1. Press ƒ •fl. 2. Press ⁄ , ¤ , ‹ or › to hear the different types of rings. 3. While the telephone is ringing, press to adjust the volume. 4. Press <u>OK</u> to store the ring. softer louder	

Important: All M7324 telephones Release 10 (REL 10) and higher comply with the Americans with Disabilities Act
(ADA). See the label on the bottom of the telephone for the Release marking.

Making calls

About line buttons Norstar systems can have different types of line buttons. Match the line buttons on your telephone with the ones below for instructions on how to use them.

Δ

$\int$Line 1

Internal calls using Intercom buttons	External calls using numbered Line buttons
1. Pick up the receiver.	1. Pick up the receiver.
2. If ° appears beside an Intercom button, then dial. OR Press an Intercom button without °, then dial.	2. When ° appears beside a numbered Line button, then dial. OR Press a numbered Line button without °, then dial.

Note: Internal numbers are supplied by your system coordinator.

$\int$4321

Internal calls using extension buttons	External calls using extension buttons
1. Pick up the receiver.	1. Pick up the receiver.
2. When ° appears beside an extension button, then dial.	2. When ° appears beside the extension button, then dial (or your system's external line access code) and the number.

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Holding Calls
1. Press   . The ° flashes beside the line on hold.
2. Press the line button with the flashing ° to return to the call.
   Check the display for confirmation or additional information.

Automatic hold
Calls are put on hold automatically when you switch from one line to another.

©

This button operates the telephone's built-in microphone and speaker in place of the receiver. Your System Coordinator can program Handsfree to your telephone.

Making calls
1. Press ©   instead of picking up the receiver.

Switching between Handsfree and handset
1. Press ©   and replace the handset to switch to Handsfree.
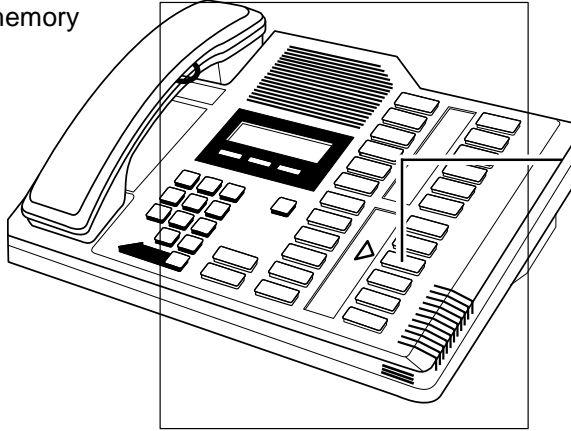2. Pick up the receiver to switch back.

Using Mute
1. Press ©   to turn the microphone OFF.
2. Press ©   again to turn the microphone ON.

Dialing without lifting the handset
1. Press a line button without ° then dial your call.
2. When answered, pick up the receiver, or press © .
3. If the call is not answered, or the line is busy, press ®

Programming memory buttons

About memory
buttons

Memory buttons are the buttons
with indicators other than line or
Handsfree buttons. Memory
buttons store telephone numbers
or feature codes to give you one
touch dialing or feature activation.
You can change what a memory
button does by just programming
it with a new number or feature.

If you have programmed a
memory button with an internal
number the indicator comes on
when the number is busy.

Remember: Press f •,   to check a memory or line button.

Programming
memory buttons

External autodial
1. If on a call or an open line with dial tone, press   or ®   .
2. Press f ✓   .
3. Press a memory button.
4. Dial the external number.
5. Press OK to store the number.
6. Label your new button.

Internal autodial
1. If on a call or an open line with dial tone, press   or ®   .
2. Press f •¤   .
3. Press a memory button.
4. Dial the internal number.
5. Label your new button.

Features
1. If on a call or an open line with dial tone, press   or ®   .
2. Press f •‹   .
3. Press a memory button.
4. Press f and the feature code.
5. Label your new button.

Erasing memory buttons
1. If on a call or an open line with dial tone, press   or ®   .
2. Press f ✓   .
3. Press the memory button you want to erase.
4. Press OK to erase the button.