

SAMSUNG OFFICESERV PERSONAL SPEED DIAL PROGRAMMING GUIDE

TO CHANGE OR ADD PERSONAL SPEED DIALS THROUGH YOUR SAMSUNG HANDSET

From your handset press the **Transfer** key and dial **105**

Dial the speed dial number required (e.g. 01) OR press volume **UP** or **DOWN** to make your selection, once you have the right speed dial number press the right soft key (under the display) to move the cursor under the numbers

Enter the line access code (e.g. 9 - the system automatically inserts a dash) followed by the phone number (up to 18 digits long).

Press the right soft key to return to the speed dial number to change or add more numbers

**ONCE YOU HAVE FINISHED ENTERING THE SPEED DIAL NUMBERS PRESS
THE TRANSFER KEY TO SAVE & EXIT PROGRAMMING**



HEADSET COMPATIBLE

All Samsung digital handsets are headset compatible, please contact your account manager for options and prices

Tel: 0845 88 88 698

FOR MORE TECHNICAL TIPS PLEASE VISIT

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