

Custom Calling Features

Anonymous Call Rejection

Allows you to reject callers who have chosen to block their numbers from being displayed on your CALLER ID device.

To Activate Anonymous Call Rejection:

- Press *77 (on rotary phone, dial 1177).
- Listen for confirmation dialog.
- Hang up.

To Deactivate Anonymous Call Rejection:

- Press *87 (on rotary phone, dial 1187).
- Listen for confirmation dialog.
- Hang up.

Notes:

- Callers who have blocked the display of their number will hear a announcement that you do not accept anonymous calls and they should remove the blocking and call again. All other calls will ring through as usual.

Automatic Recall

AUTOMATIC RECALL allows you to dial a code and have a call automatically returned to the last party who called or attempted to call you.

To Use Automatic Recall:

- Press *69.
- Listen for an announcement that will tell you the phone number of the party who last called you.
- If you wish to return the call:
 - Press 1.
 - Listen for ringing.
 - Wait for answer.
 - If you do not wish to return the call, hang up.
- If the line is busy:
 - Listen for announcement telling you the number is busy.
 - Hang up.
 - You will hear a short-short-long ring when the line is free.
 - Your call will automatically be made when you lift the handset.

To Cancel Automatic Recall:

- Press *89 and listen for tone or announcement.

Automatic Callback

AUTOMATIC CALLBACK allows you to dial a code to have your phone continuously attempt to redial a busy number that you tried to call. When the line is free, you will be alerted with a special ringing, and a call will automatically be made. You can also use AUTOMATIC CALLBACK to redial the last number you called.

To Use Automatic Callback:

- Hang up, then lift the receiver and listen for a dial tone.
- Press *66.
- If the line is busy:
 - Listen for three beeps or an announcement telling you the number is busy.
 - Hang up.
 - You will hear a short-short-long ring when the line is free.
 - Your call will automatically be made when you lift the handset.
- If the line is not busy:
 - Listen for ringing.
 - Wait for answer.

To Cancel Automatic Callback:

- Press *86 and listen for tone or announcement.

Call Forward Busy

CALL FORWARD BUSY You can transfer all your calls to another phone when your line is busy.

- Dial *90 . (If you have Rotary Dial Service, press 1190.)
- Dial the 10-digit number that will be accepting your calls (If you are dialing a long-distance number dial 1 followed by your 10-digit phone number).
- After you receive two short tones, your CALL FORWARD BUSY is activated. Hang up receiver.
- To cancel CALL FORWARD BUSY, dial *91 and wait for dial tone (if you have Rotary Dial Service, press 1191.)
- Listen for 2 beeps (confirmation tone), then hang up.

Custom Calling Features

Call Forward No Answer

You can transfer all your calls to another number when you are unable to answer the phone.

- Dial *92. (If you have Rotary Dial Service, press 1192.)
- Dial the 10-digit number that will be accepting the calls (If you are dialing a long-distance number dial 1 followed by your 10-digit phone number). Hang up receiver.
- To cancel call forward no answer, dial *93 and wait for dial tone. (If you have Rotary Dial Service, press 1193.)
- Listen for 2 beeps (confirmation tone), then hang up.

Call Forwarding

CALL FORWARDING You can transfer all your calls to another phone so you won't have to miss important calls when you're someplace else.

- **CALL FORWARDING** You can transfer all your calls to another phone so you won't have to miss important calls when you're someplace else. Here's how.
- Dial *72. (If you have Rotary dial Service, press 1172.)
- Dial the 10-digit number that will be accepting your calls (If you are dialing a long-distance number dial 1 followed by your 10-digit phone number). After you receive two short tones, your call forwarding is active. Hang up receiver.
- To cancel Call Forwarding, dial *73 and wait about 5 seconds for two beeps and a dial tone. (If you have Rotary Dial Service, press 1173.)
- Your phone will ring briefly each time your number is called.
- You cannot answer the calls. The ring is just a reminder that Call forwarding is working.
- You can still call out even when your incoming calls are forwarded.

Call Forward Remote Access

CALL FORWARD REMOTE ACCESS If you forgot to forward your calls before leaving your home or office, no need to worry. **CALL FORWARD REMOTE ACCESS** allows you to forward your calls from virtually any touch-tone phone, cellular or pay phone. As your location changes, so can your **CALL FORWARDING**

To Gain Remote Access For Call Forwarding:

- Lift handset and listen for dial tone.
- Dial the dedicated access number provided by your local telephone company, including any prefix digits and area code that may be required. Dedicated access number:
 - Listen for the line to ring, then wait for the special dial tone.
 - Dial your 10-digit telephone number that has the **CALL FORWARDING** feature.
- Immediately after completing the above step, dial your Personal Identification Number (PIN), given to you by your local telephone company. Your PIN number:
 - Listen for the special dial tone. You're now ready to activate or deactivate **CALL FORWARDING**.

To Activate Call Forwarding After Gaining Remote Access:

- Press *72.
- Dial the number, with area code, where you want to forward your calls to.
- Wait for confirmation tone, then hang up.

To Deactivate Call Forwarding After Gaining Remote Access:

- Press *73.
- Listen for two "beeps," then hang up.

Notes:

- To change the forwarded number, simply repeat the remote access activation steps. You don't need to deactivate the feature first.
- You must have a touch-tone phone to activate or deactivate **CALL FORWARDING** from a remote location.

Custom Calling Features

Call Trace

CALL TRACE If you are annoyed by nuisance calls, take charge. CALL TRACE enables you to initiate a trace on your last incoming call. Traced information will be provided only to law enforcement officials if you choose to prosecute.

How To Use Call Trace:

- When you get a nuisance call, press and quickly release the “hookswitch.” Listen for a special dial tone. If you have already hung up, just lift the handset again and listen for normal dial tone.
- Press *57 (on a rotary phone, dial 1157), you will hear an announcement that the call can be traced. Just follow the voice instructions to dial an additional code, and the call will be traced.
- Listen for the confirmation announcement that the last call has been traced. Hang up.
- The number you traced will be recorded at the telephone company. If you wish to follow up the matter, contact the telephone company to let them know the call has been traced.

Notes:

- CALL TRACE must be used immediately after you hang up on the call you want to trace. If you get another call or hear a CALL WAITING tone first, you will trace the wrong call.
- If you decide to follow up the matter, we'll provide that number to the local authorities.

Caller ID

CALLER ID lets you see the calling party's phone number before answering a call. A special display device located on or next to your phone is required to allow you to view the calling number.

What Caller ID Does For You: Allows you to determine who is calling before answering or deciding to answer the phone. Enhances security and helps eliminate harassing calls. Your CALLER ID display device can store the phone numbers of the people who called, even while you were out. You can easily review these numbers and return their calls.

- To Use Caller ID:
- Wait for the start of the second full ring of your phone set.
- The number of the calling party will appear on your display. For more information, please refer to the instructions for your CALLER ID display device.

Call Waiting

CALL WAITING You can answer a second call while you're already on the phone. You know someone is trying to call you when you hear a beep. If you don't answer the first beep, you'll hear another one in ten seconds.

- If you want to end the first conversation and begin the second one, just hang up. Your telephone will immediately ring with the second call.
- If you want to answer the second call without ending the first, excuse yourself from the first call, press and release the receiver button quickly. The first call will be put on hold while you are connected to the second call.
- To return to the first call, press and release the receiver button again. You can switch back and forth between calls as often as you like.

With CALL WAITING you don't need to worry about missing important calls while you're on the phone.

Caller ID Blocking

CALLER ID BLOCKING allows the calling subscriber's directory number public/privacy status to be toggled by the subscriber on a per call basis.

- The called subscriber's CPE displays a single letter P in place of the calling subscriber's directory number that is marked as private.
- To activate PER CALL BLOCKING, pick up your receiver and press *67 on your touch tone phone or dial 1167 on your rotary dial phone. When you have completed this step, you will have “stutter dial tone” and you can complete your call. The sending of your telephone number information is blocked for the duration of that call.

Caller ID Un-Blocking

- If you press *82 this will unblock your private number for one call. On a rotary phone dial 1182. Listen for a dial tone and make your call. Once you have completed the call, your number will be marked as private again. Use this feature when you get a recording that says the number you have dialed is NOT accepting calls from a private number.

Custom Calling Features

Caller ID With Name

CALLER ID/NAME lets you see the calling party's phone number and name before answering a call. A special display device located on or next to your phone is required to allow you to view the calling number and name.

What Caller ID/Name Does For You:

- Allows you to determine who is calling before answering or deciding to answer the phone.
- Enhances security and helps eliminate harassing calls. Your CALLER ID/NAME display device can store the phone numbers and names of the people who called, even while you were out.
- You can easily review these numbers and return their calls.

To Use Caller ID/Name:

- Wait for the start of the second full ring of your phone set.
- The number and name of the calling party will appear on your display. For more information, please refer to the instructions for your CALLER ID/NAME display device.

Caller ID/Call Waiting

CALLER ID/CALL WAITING allows a subscriber to receive information about an incoming call while offhook on an existing call. Caller number and name information is transmitted following the subscriber being alerted of the new call. A special device is required that is capable of handling both the caller number and name and call waiting transmission. If the call is not on this special phone or device the information will not transmit.

CANCEL CALL WAITING

You can cancel the CALL WAITING feature for the duration of a call by dialing *70 and waiting about 5 seconds for a second dial tone (if you have Rotary Dial Service, press 1170). After you receive the second dial tone, dial the number you wish to call. CALL WAITING is cancelled for this call. When you hang up CALL WAITING is restored for the next call

Do Not Disturb

Allows you to divert incoming calls to an announcement stating that your phone is in DO NOT DISTURB status. Only callers who know and use your programmable Personal Identification Number (PIN) can override the DO NOT DISTURB status and ring through.

- To initiate DO NOT DISTURB
 - Dial the feature code *78 (Rotary Service dial 1178). Listen for the confirmation tone, then hang up.
- To deactivate DO NOT DISTURB
 - Dial the feature code *79 (Rotary Service dial 1179). Listen for confirmation tone then hang up.
- To enter a PIN
 - Dial the feature code *10 (Rotary Service dial 1110). Listen for the recall dial tone, then dial your PIN (up to four digits) followed by a # (with rotary dial phone, allow a 4-second pause). Listen for a confirmation tone.
- Your PIN may be changed at any time, whether DO NOT DISTURB is active or inactive.

Selective Call Forwarding

SELECTIVE CALL FORWARDING allows you to create a list of phone numbers that are to be forwarded when they call you. When you activate this feature, and a call arrives from a phone number that is on your list, the call is forwarded. All other calls will ring your phone in the normal fashion.

To Use Selective Call Forwarding:

- Press *63.
- Listen to the voice instructions which will guide you through the steps of how to:
 - Turn SELECTIVE CALL FORWARDING On or Off.
 - Make changes to your SELECTIVE CALL FORWARDING List.

Custom Calling Features

Selective Call Rejection

SELECTIVE CALL REJECTION allows you to create a list of phone numbers from which you do not wish to receive calls. Calls from phone numbers on your list are sent to an announcement that informs the caller that you are not receiving calls at this time.

To Use Selective Call Rejection:

- Press *60.
- Listen to the voice instructions which will guide you through the steps of how to:
 - Turn SELECTIVE CALL REJECTION On or Off.
 - Make changes to your SELECTIVE CALL REJECTION List.

Speed Calling 8

Now you can call up to 8 of your most frequently dialed numbers just by dialing a one-digit code. This includes long distance DDD numbers.

To Establish Your Speed Calling List:

- Lift the receiver and listen for dial tone.
- Dial *74 (Rotary Service dial 1174).
- Again, listen for the dial tone.
- Dial one of the 8 one-digit access code numbers (2-9).
- Then dial the 10-digit number you wish to Speed Code. (For long distance entries, dial "1" and the area code before the number.
- Listen for confirmation tone to indicate your SPEED CALLING number is established. At any time you may repeat this process for each number you wish to Speed Code, assigning each a different code number.

To Use Your Speed Calling Feature:

- Lift the receiver and listen for the dial tone.
- Dial the appropriate one-digit access number (2-9).
- Then depress the # button. (With a rotary dial phone, skip this step and allow a 4-second pause.)

To Change Your Speed Calling List:

- Simply follow the same steps for establishing your list. A new number automatically cancels out the corresponding existing number.

Speed Calling 30

Now you can call up to 30 of your most frequently dialed numbers just by dialing a two-digit code. This includes long-distance DDD numbers. It's a real-time saver!

To Establish Your Speed Calling List:

- Lift the receiver and listen for the dial tone.
- Dial *75 (Rotary Service dial 1175).
- Listen for the dial tone.
- Dial one of the 30 two-digit access code numbers (20-49).
- Then dial the number you wish to Speed Code. (For long-distance entries, dial "1" and the area code before the number.
- Listen for a confirmation tone to indicate your SPEED CALLING number is established. At any time you may repeat this process for each number you wish to Speed Code, assigning each a different code number.

How to use Speed Calling To Use Your Speed Calling Feature:

- Lift the receiver and listen for the dial tone.
- Dial the appropriate two-digit access number (20-49).
- Push the # button. (With a rotary dial phone, skip this step and allow a 4-second pause for your number to be connected.)

To Change Your Speed Calling List:

- Simply follow the same steps for establishing your list. A new number automatically cancels out the corresponding existing number.
- Contact your local Business Office for further information.