



# MULTICOM 2000®

Administrative Communications System

Setup Instructions

## Compliance

**Warning:** Changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

*This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his or her own expense.*

*This digital apparatus does not exceed the Class A limits for radio noise emissions from digital apparatus set out in the Radio Interference Regulations of the Canadian Department of Communications.*

*Le présent appareil numérique n'émet pas de bruits radioélectriques dépassant les limites applicables aux appareils numériques de la class A prescrites dans le Règlement sur le brouillage radioélectrique édicté par le ministère des Communications du Canada.*

## Software Release

The information supplied in these instructions is applicable to systems with at least the following software revision levels:

System Software Level — 4.3

Administrative Telephone Software Level — 4.0

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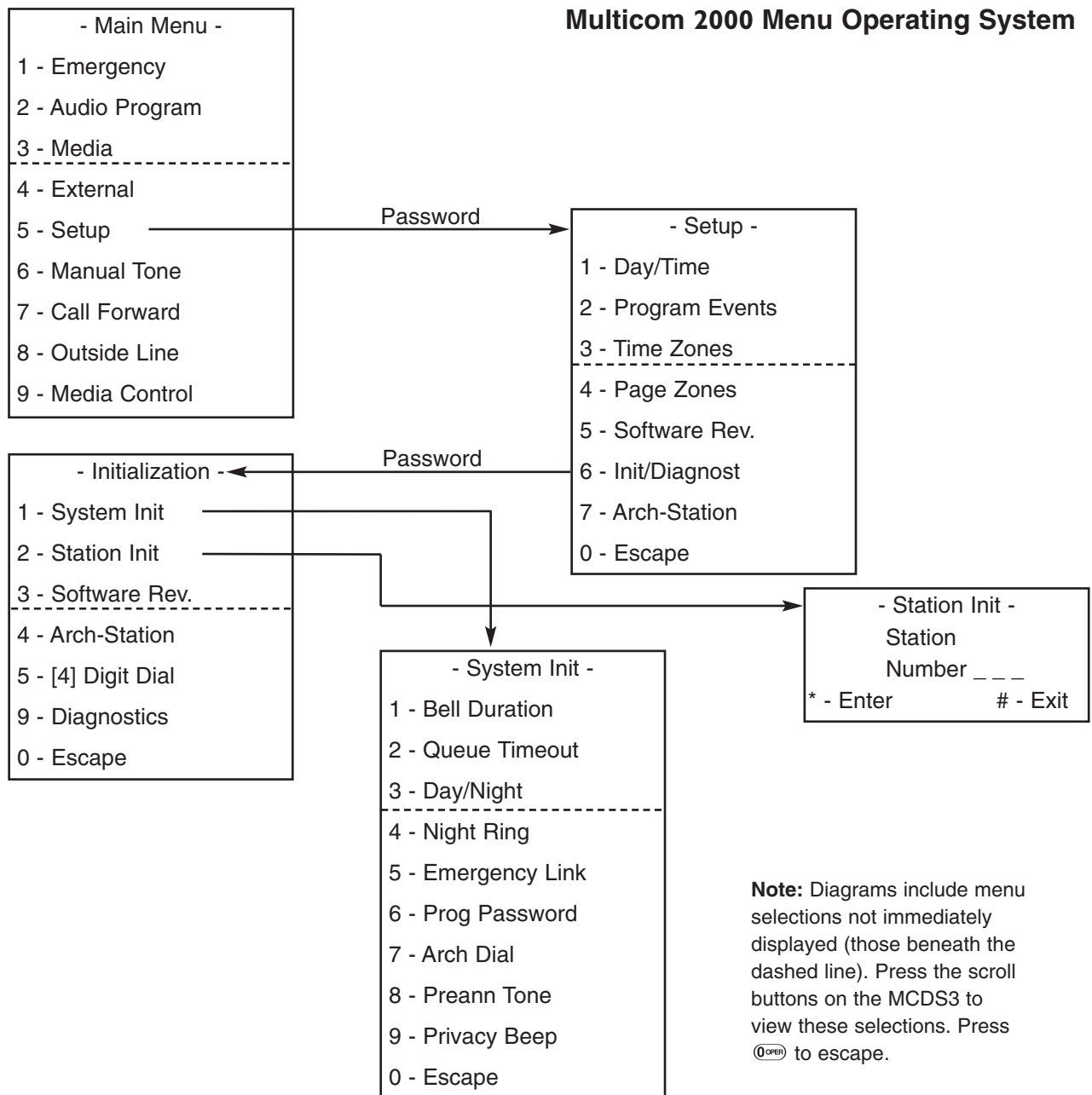
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# Introduction

These instructions are intended for the person who will be responsible for setting up the Multicom 2000® system. The system requires an initial setup following installation and periodic modifications when a change is made to the system configuration. To perform the Setup function, you must use an Administrative telephone with access level 9.

All Multicom 2000 operational procedures are arranged in a menu format. The Main Menu is the first of these menus and provides basic access to system functions (see chart below). Once in the Main Menu, you can access the Setup Menu to program basic system features, or the Initialization/Diagnostic menu to perform initialization and diagnostic programming. The Main Menu system is illustrated in the diagram below:



Before you can program the Multicom 2000 system, you must have the following:

- Completed installation of the MULTICOM 2000 system. All system to station wiring should be complete and all power connections and auxiliary connections made. The audio program source (Model MCAPI2) should be equipped with at least one input module.
- You should prepare a station/architectural room number chart showing the assignment of station ports on the relay card(s) to the rooms in the building.
- Model MCDS3 Administrative telephone connected to the first station port of any relay card in the system.

**Note:** To change an administrative station to a staff or enhanced staff station, no station in the system can have that administrative station as its day or night administrator.

The recommended procedure for initial system programming is as follows:

- Use the **System Initialization (- System Init -)** menu to set the Bell Duration, Queue Timeout, Day/Night start time, Architectural Dialing option, and Pre-announce and Privacy tones *only if you desire to change the default settings*.
- Use the **Station Initialization (- Station Init -)** menu to program an Access Level, Architectural number, Day/Night Administrator, and Outside Line Access (if enabled) for each station.
- Enable the Emergency Announce option, if desired, by entering an architectural number (or station number if the architectural dialing feature is disabled) of the emergency station.
- Use the - **Setup** - menu to set system day and time.
- Use the - **Setup** - menu to program Time Zones, Page Zones, Time Signaling Schedules, and to assign schedules to days of the week.

**Note:** Manual time tones will not function if no stations are assigned to a time zone and will only sound at those stations assigned to a zone.

# Default Station/Architectural Numbers

In order to perform Station Initialization, it is important to understand the concept of station numbers. Each station in the system is represented by a station port on the relay module. The station numbers are determined by the position of the associated station cards and relay cards of the system assembly. The first station port of each station/relay card pair is factory programmed as a level 9 station, and each has default station and architectural numbers associated with it. Refer to the following chart.

Station numbers are determined by the positions of the cards, as shown below:

Station/Relay Card	Card Cage Slot Numbers	Station Numbers
--------------------	------------------------	-----------------

Wall-mounting systems and rack-mounting systems with one card cage:

1	3	001 - 024
2	5	025 - 048
3	7	049 - 072
4	9	073 - 096
5	11	097 - 120

Rack-mounting systems with a second card cage:

6	3	121 - 144
7	5	145 - 168
8	7	169 - 192
9	9	193 - 216
10	11	217 - 240

**Notes:** Wall-mount system station numbers ascend **left to right** (as you look at the card). Rack-mount system station numbers ascend **right to left** (looking from back of rack). The architectural dialing option is on by default; however only stations listed below have numbers assigned. All other stations are initially out of service (access level 0.)

Relay Card	Station Number	Architectural Number
1	001	101
2	025	125
3	049	149
4	073	173
5	097	197
6	121	221
7	145	245
8	169	269
9	193	293
10	217	317

**Notes:** Each Model MCTCA Telco Access card included in the system adds up to 8 outside line station ports per card. (There is a maximum of two cards per system.) **In wall-mounting systems**, a single card can be installed in slot #11. The default station numbers are 097 - 104 (reduces system capacity). **In rack-mounting systems with the MCPCA processor cards**, one MCTCA card can be installed in slot #12 of the card cage. The default station numbers are 241 - 248. In systems with over 120 stations and a second card cage, a second MCTCA card can be installed in slot #12 of the second card cage. The default station numbers are 249 - 255.

# Other System Defaults

The Setup menu functions (day/night time, night ring, signal schedule, and time/page zones) are not programmed at the factory. The factory default values for the System and Station Initialization menus is shown below:

## System Initialization (- System Init -) menu:

- Bell duration for all 8 time zones is set for 5 seconds.
- Queue time-out (deletes normal and urgent calls from the display) is 60 minutes.
- "Day" start time is 07:00 (7 am).
- "Night" start time is 17:00 (5 pm).
- Night ring
- Emergency announce is off (no station assigned).
- Setup menu passwords are (1 02) (2 ABC) (3 DEF) (4 GHI).
- DISA password is (3 DEF) (4 GHI) (7 PRS) (2 ABC) "DISA".
- Architectural dialing is ON.
- Pre-announce tone is ON.
- Privacy tone is ON.

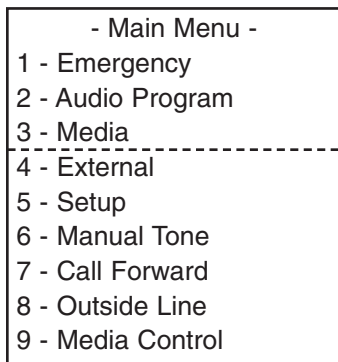
## Station Initialization (- Station Init -) menu:

- Station numbers are assigned as described previously.
- Access levels are initially 00 (out of service) for all stations except for the first station on each relay card (which is initially assigned access level 09.)
- Architectural numbers are initially 999 (not assigned) for all stations except first station on each relay card.
- Day/night administrator for each station is initially set to '999' (no administrator assigned).
- Outside line access is not assigned.

# The Setup Menu - Getting Started

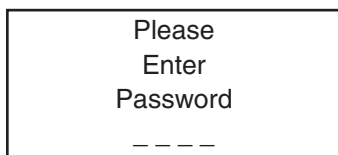
The Setup menu is accessed from the Main menu by following the directions below:

Lift the handset and press **(9WXY)** to display **-Main Menu-**.



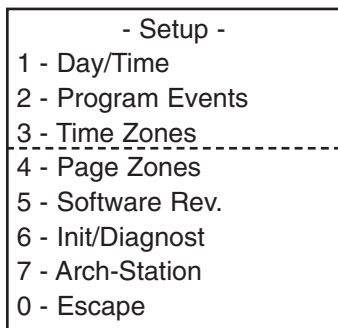
**Note:** Diagrams include menu selections not immediately displayed (those beneath the dashed line). Press the scroll buttons on the MCDS3 to view these selections. Press **(0OPR)** to escape.

Select the **- Setup -** menu by pressing **(5JKL)**. A display will prompt you to enter the password.



Enter the correct password.

Enter the password by pressing the appropriate number keys. The factory password is **(1OZ)** **(2ABC)** **(3DEF)** **(4GHI)** (the password can be changed to provide security). If an incorrect password is entered, an error message will be displayed and you will be prompted to re-enter the password. When the correct password is entered, the **- Setup -** menu will be displayed:



At this point, you can proceed to program the selections of the **- Setup -** menu (selections **(1OZ)** - **(5JKL)**), or you can access the **- Init/Diagnost -** menu (Selection **(6MNO)**) to perform System Initialization and Station Initialization programming. If you press **(6MNO)**, you will be prompted to enter the Service password. When the correct password is entered, the Initialization menu will be displayed.

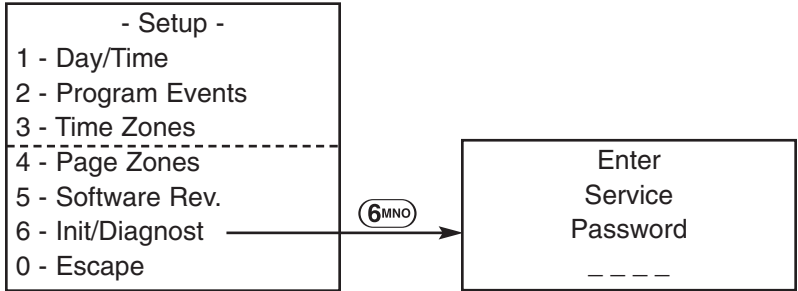
Each Setup menu function is covered in the order listed above starting on page 18.



# Initialization & Diagnostic Menu

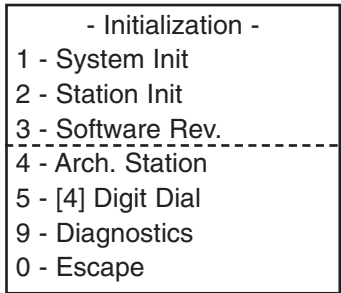
To access the - **Initialization** - menu, press **6MNO** at the - **Setup** - menu.

You will be prompted to enter the Service Password. This password is **8TUV** **3DEF** **2ABC** **4GHI** (TECH). If an incorrect password is entered, an error message will be displayed and you will be prompted to re-enter the password.



**Note:** Diagrams include menu selections not immediately displayed (those beneath the dashed line). Press the scroll buttons on the MCDS3 to view these selections. Press **0OPR** to escape.

When the correct password is entered, the - **Initialization** - menu will be displayed.



Each menu selection of the initialization display is described on the following pages in the order shown above.

**Note:** The system resets when you hang up or escape from the initialization or diagnostic menus.

# 1 - System Initialization (selection **1**)

The - **System Init** - menu controls the following system parameters.

System Initialization Menu	Factory Default
a - Bell Duration	5 seconds
b - Queue Timeout	60 minutes
c - Day/Night	7 a.m./5 p.m.
d - Night Ring	off
e - Emergency Link	off
f - Prog Password	1234 - System; 8472 -DISA
g - Arch Dial	on
h - Preann Tone	on
i - Privacy Beep	on

**a - Bell Duration (selection **1**):** When you key in a time zone (**1** - **8**), the current bell duration is (in seconds) displayed. Enter the desired bell duration (1- 59 seconds) and press **\*** to enter. Press **#** to exit back to the - **System Init** - menu.

**b - Queue Timeout (selection **2**):** The display will show the current queue timeout. Key in the desired time period (001 - 999 min.) and press **\*** to enter. Press **#** to exit.

**c - Day/Night (selection **3**):** The display will prompt you to press **1** for day or **2** for night start time and then show you the current start time. Key in the desired new time (24-Hour. Format) and press **\*** to enter. Press **#** to exit.

**d - Night Ring (selection **4**):** The display will prompt you to press **1** to select the administrative telephone you wish to ring or **2** to select distribution. If you select **1**, refer to "e - Emergency Link" (selection **5**) below and enter the architectural number. If you select **2**, key in the zones for distribution. Press **\*** to enter. Press **#** to exit.

**e - Emergency Link (selection **5**):** To activate the link, enter the architectural number of the emergency (night ringer) station.

**Note:** The link station must be loudspeaker-equipped, level 1-9 station, and cannot be a "day" or "night" administrative station for any other stations. Key in "999" to disable the emergency link (9999 disables the night ring link). Press **\*** to enter. Press **#** to exit.

**f - Prog Password (selection **6**):** This menu lets you choose a new password for the DISA function (if so equipped) and for the -**Setup**- menu access ("System" password). Press **1** to program the DISA password. Press **2** to program the System password. You will be prompted to enter a new 4-digit password. Enter the desired numbers and press **\*** to enter. Press **#** to exit. The default System password is 1234. **You should change this number to prohibit unauthorized access.** The default DISA password is 3472 ("DISA").

**g - Arch Dial (selection **7**):** Press **\*** to toggle between On and Off. Press **#** to exit.

**h - Preann Tone (selection **8**):** Press **\*** to toggle between On and Off. Press **#** to exit.

**i - Privacy Beep (selection **9**):** Press **\*** to toggle between On and Off. Press **#** to exit.

-System Init-  
 1 - Bell Duration  
 2 - Queue Timeout  
 3 - Day/Night  
 -----  
 4 - Night Ring  
 5 - Emergency Link  
 6 - Prog Password  
 7 - Arch Dialing  
 8 - Preann Tone  
 9 - Privacy Beep  
 0 - Escape

Bell Duration  
 Time Zone \_  
 Duration \_\_ sec  
 \* - Enter # - Exit

Queue Timeout  
 060 Minutes  
 \* - Enter # - Exit

Day/Night Start  
 1 - Day Start  
 2 - Night Start  
 0 - Escape

- Night Ring -  
 1 - Select Admin  
 2 - Distribution  
 0 - Escape

Emergency Link  
 Enter Arch #  
 \* - Enter # - Exit

Program Password  
 1 - DISA Pass  
 2 - System Pass  
 3 - Security DISA  
 -----  
 0 - Escape

Arch Dial  
 Is Now  
 ON  
 \* - Off? # - Exit

Preannounce Tone  
 Is Now  
 ON  
 \* - Off? # - Exit

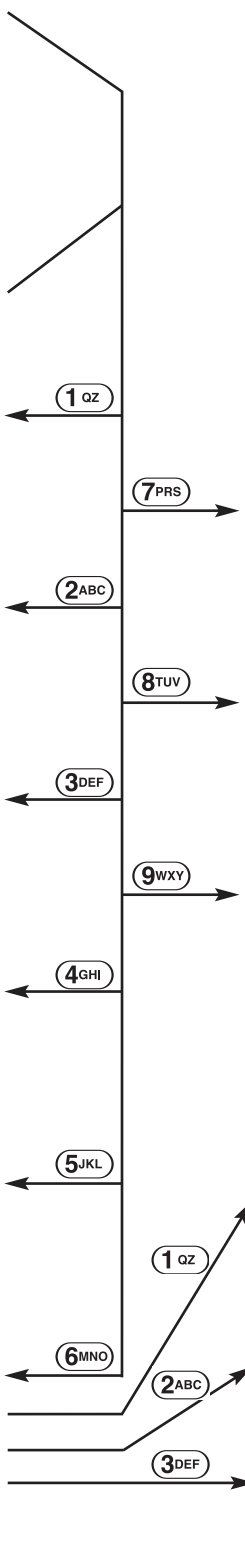
Privacy Beep  
 Is Now  
 ON  
 \* - Off? # - Exit

DISA Password  
 3472  
 \* - Enter # - Exit

System Password  
 1234  
 \* - Enter # - Exit

Security DISA  
 3472  
 \* - Enter # - Exit

**Note:** Diagrams include menu selections not immediately displayed (those beneath the dashed line). Press the scroll buttons on the MCDS3 to view these selections. Press (0 OPEN) to escape.



## 2 - Station Initialization (selection **2<sup>ABC</sup>**)

This menu lets you set the following parameters for each station port in the system:

- a - Station number
- b - Input level
- c - Architectural number
- d - Day administrator
- e - Night administrator
- f - Outside line access/password

Refer to the illustration on the next page, and the text below to program each station.

**a - Station Number (selection **2<sup>ABC</sup>**):** Press **2<sup>ABC</sup>** at the - **Initialization** - menu to display the - **Station Init** - menu.

Key in a 3-digit station number (the cursor wraps to allow correction) and press **\*<sup>X</sup>** to enter. If the station number is recognized by the system, the **Input Level** menu will display along with the access level assigned to that station.

**b - Input Level:** The input level lets the system recognize the type of station equipment at each station port and controls the station's access to various system functions. The chart on the next page describes the functions available to each level:

**00** - Out of Service.

**Staff stations** - loudspeaker, call-in switch, and/or handset.

**01** - Staff station (can make normal/emergency calls only)

**02** - Staff station (can make urgent/emergency calls only)

**03** - Staff station (can make emergency calls only)

**Enhanced staff stations** - DTMF dialing telephone and optional loudspeaker.

**04** - Can dial level 07 - 09 phones, make an emergency call to designated administrative phone, turn reception of program material on/off, perform remote answer, ring for incoming outside line calls, access outside line (if programmed), and call forward.

**05** - Level 04 capabilities, plus call any staff station, conference call, and call transfer.

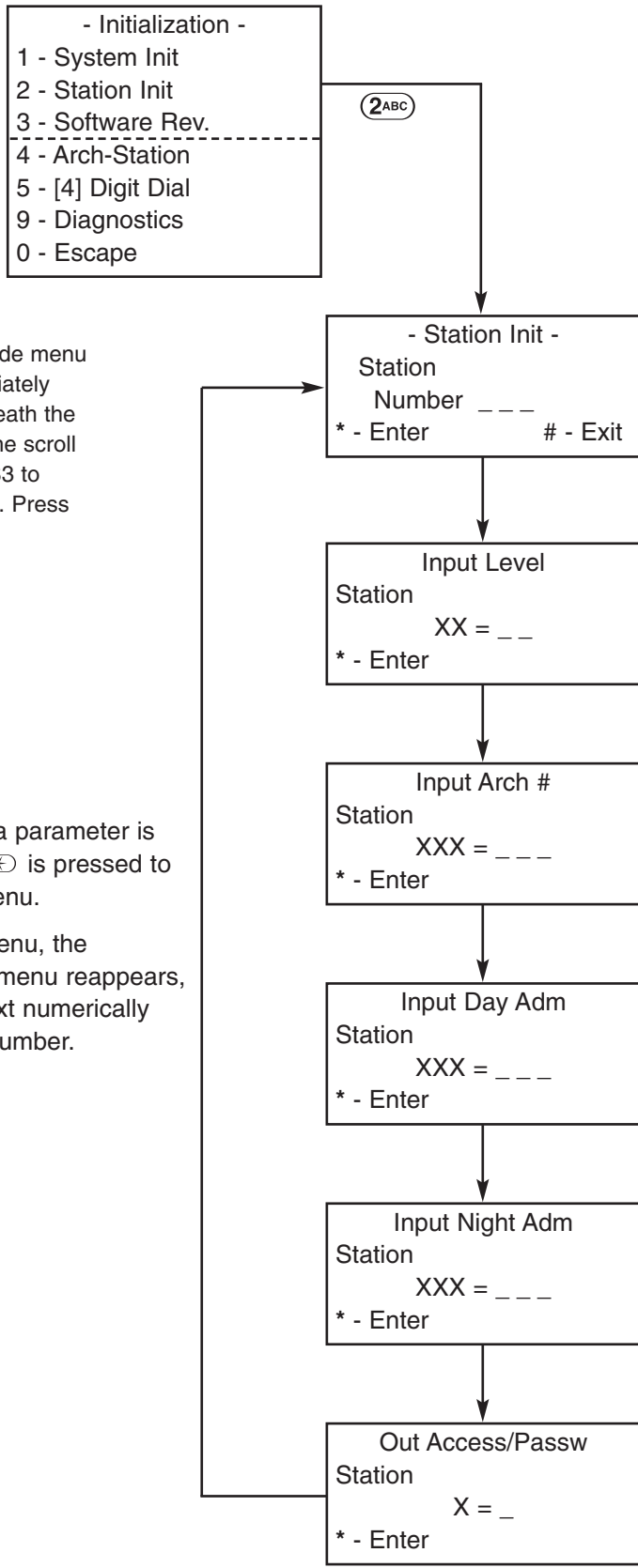
**06** - Level 05 capabilities, plus all-call, and zone page.

**Administrative stations** - DTMF dialing display telephone and optional loudspeaker.

**07** - Can dial any station, turn reception of program material on/off, scroll/clear/auto-dial call-waiting queue, conference call, transfer call, call forward (admin. to admin. only), assign media functions, all-call, emergency all-call, remote answer, ring for incoming outside line calls, and access outside lines.

**08** - Level 07 capabilities, plus select program source, distribute/cancel program, activate alarm signals, activate/reset external relay drivers, and zone page.

**09** - Level 08 capabilities, plus manually activate tone signals, bump/join conversation in progress, and access - **Setup/Init** - programming menus.



**Note:** Diagrams include menu selections not immediately displayed (those beneath the dashed line). Press the scroll buttons on the MCDS3 to view these selections. Press to escape.

In each menu, a parameter is keyed-in and is pressed to advance the menu.

After the last menu, the - **Station Init** - menu reappears, showing the next numerically higher station number.

**Other station Types** - station ports used to interface with optional configurations.

**10** - This station port is programmed to ring a designated "day" and "night" enhanced staff or administrative telephone for incoming outside line calls.

**11** - This station port provides direct inward system access (DISA) to Multicom 2000 dial tone from an outside line. The functions available to DISA lines differ depending on whether or not a password is required.

**12** - This station port connects to an optional TMC4 for Media Control functions.

**To set the access level**, key in the appropriate 2-digit code and press **(2ABC)**. When the access level is entered, the next menu displays:

**c - Architectural Number:** The current architectural number (if any) assigned to the station number will appear. "999" will appear if no architectural number is assigned (architectural numbers are required for all station levels except out-of-service stations). To accept the current architectural number, press **(\*)** to proceed to the next menu. To assign or change a number, key in a new 3-digit number and press **(\*)** to enter and continue to the next menu (**Note:** if the number is already in use, or starts with "9," it will not be accepted).

**d - Day Administrator:** The current day administrator (if any) will appear. Press **(\*)** to accept the current setting and proceed to the next menu. To assign or change the administrator, key in a new 3-digit number and press **(\*)** to proceed to the next menu.

**Notes:**

i) If the station being programmed is administrative (level 07 - 09), DISA (level 11), Media (level 12), or out of service (level 00), day and night administrator information will be accepted if entered, but ignored by the system.

ii) When the station port is programmed as an outside line station (access level 10), the day administrator is the phone that will ring when an outside call enters the system during day hours. This station can be an administrative, enhanced staff, or staff station (must be handset-equipped).

**e - Night Administrator:** Same as for day administrator. Press **(\*)** to enter the data and proceed to the next menu. (Same notes apply as above for Day Administrator.)

**f - Outside Line Access/Password:** This menu controls three functions;

**For stations assigned to level 04 - 09**, this menu controls the ability to make outside line calls:

- 0 - No access to outside lines (default setting)
- 1 - Restricted access - local calls only (10 digits default)
- 2 - Unrestricted access - local & long-distance calls
- 3 - Restricted access (same as 1)
- 4 - Unrestricted night only access
- 5 - Restricted night only access
- 8 - Phone only access, no loudspeaker or outside line access
- 9 - Phone only access, restricted outside line access, no loudspeaker access

**For station ports assigned to level 10**, entering:

- 0 - permits the line to be used for incoming and outgoing calls.
- 1 - restricts the line to incoming calls only.
- 2 - reserves the line for day/night administrative calls.

**For stations assigned to level 11 (DISA)**, entering:

- 0 - enables the line for incoming or outgoing calls; password *NOT* required for incoming calls.
- 1 - enables the line for incoming or outgoing calls; a password *IS* required for incoming calls.
- 2 - enables the line for incoming calls only; password *NOT* required.
- 3 - enables the line for incoming calls only; a password *IS* required.

**If a password is NOT required**, functions available are: call a station loudspeaker (privacy/pre-announce tone) or station telephone, make all-call and zone page, remote answer, and access and use Audio Program, Media Assign, External Relay, and Manual Tone menus.

**If a password IS required**, functions available are: call a station loudspeaker (no privacy/pre-announce tones) or telephone, make all-call and zone page, and access Setup menu.

After entering the desired access code, press **(\*)** to proceed. The - **Station Init** - menu will reappear. The next numerically higher station number will appear on the display. At this point you can proceed to program the parameters for this station, key in a new station number, or press **(2ABC)** to exit to the - **Initialization** - menu.

### 3 - Software Revision (selection **(3DEF)**)

Software Rev
MCDS2 XX.XX
MC2000 XX.XX
# - Exit

This menu displays the current software revision level for the system.

### 4 - Architectural/Station Cross Reference (selection **(4GHI)**)

This menu lets you enter an architectural number and displays the corresponding station number.

Arch to Station
Enter Arch # _ _ _ _
Station # _ _ _ _
* - Enter # - Exit

When you key in architectural number and press **(\*)**, the corresponding station number appears.

Press **(#)** to exit.

## 5 - Four-Digit Dialing (selection **5**<sub>JKL</sub>)

This menu lets you turn four-digit dialing on or off.

```
4 Digit Dialing
Is Now
OFF
* - On?          # - Exit
```

## 6 - Diagnostic Tests (selection **9**<sub>WXY</sub>)

This menu lets you run diagnostic tests on: 1) System, 2) Cards.

Press **9**<sub>WXY</sub> from the Initialization menu. A display will warn you of system shutdown and will ask if you want to proceed:

```
*** WARNING ***
System Will Be
Shut Down
* - Proceed      # - Exit
```

If you want to exit, press **#**. To proceed, press **\***. The following display will appear:

```
- Diagnostics -
1 - System Tests
2 - Card Tests
0 - Escape
```

**a - System Tests (selection **1**<sub>0Z</sub>):** To run System Tests, press **1**<sub>0Z</sub>. You will be prompted as to which test you want to run: **1**<sub>0Z</sub> All tests, **2**<sub>ABC</sub> Address Write, **3**<sub>DEF</sub> Card ID, **4**<sub>GHI</sub> Clock Test, or **5**<sub>JKL</sub> Memory Test. Pressing the appropriate key runs the corresponding test.

```
- System Tests -
1 - All
2 - Address Write
3 - Card ID
-----
4 - Clock Test
5 - Memory Test
0 - Escape
```

The display will show the test in progress and whether the component passed or failed.



**b - Card Tests (selection 2<sup>ABC</sup>):** If you want to run Card Tests, press 2<sup>ABC</sup>. You will be prompted to enter the slot number. Enter a slot number and press \* to begin the test. The display will show the type of card in the slot, a message if the slot is empty, or "invalid" if invalid information is entered. To initiate a slot test, press \*. To return to the slot number entry display, press #. After each phase of the test, you will be prompted to continue or exit.

Card Tests	
Slot Number _ _	
* - Enter	# - Exit

## Other Dialing Sequences

To Set CPC Pulse Duration

Dial 6<sup>MNO</sup> \* 7<sup>PRS</sup> 8<sup>TUV</sup> 5<sup>JKL</sup> 7<sup>PRS</sup> 3<sup>DEF</sup> 0<sup>OPER</sup> 2<sup>ABC</sup> to set duration for 400 to 500 msec.

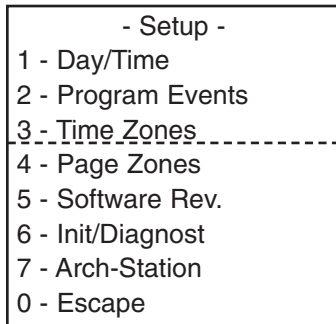
Dial 6<sup>MNO</sup> \* 7<sup>PRS</sup> 8<sup>TUV</sup> 5<sup>JKL</sup> 7<sup>PRS</sup> 3<sup>DEF</sup> 0<sup>OPER</sup> 1<sup>OZ</sup> for OSI duration 50 msec.

Dial 6<sup>MNO</sup> \* 7<sup>PRS</sup> 8<sup>TUV</sup> 5<sup>JKL</sup> 7<sup>PRS</sup> 3<sup>DEF</sup> 0<sup>OPER</sup> 0<sup>OPER</sup> to reset default value of 100 to 200 msec.

# The Setup Menu - Programming

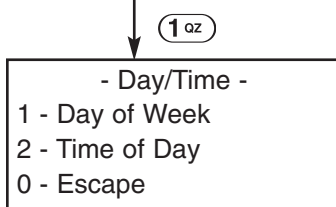
## 1 - Set Day/Time (selection **1oz**)

This menu lets you set the day of the week and the time of day.



Press **1oz** from the **- Setup -** menu to set the day of the week and time of day.

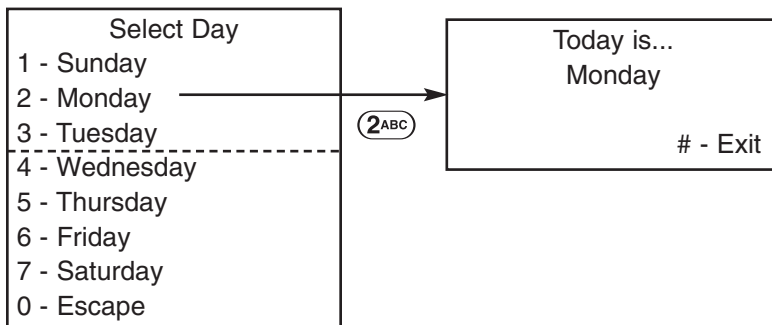
**Note:** Diagram includes menu selections not immediately displayed (those beneath the dashed line). Press the scroll buttons on the MCDS3 to view these selections. Press **0OPER** to escape.



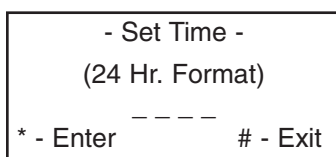
The **- Day/Time -** menu will appear.

**To set the day of week**, press **1oz**. The display will prompt you to select the day: **1oz** = Sunday, **2ABC** = Monday, etc.

Press the key corresponding to the desired day. The display will confirm the selection. Press **#** to return to the **- Setup -** menu.



**To set the time of day**, press **2ABC**. A display will prompt you to enter the desired time in 24-hour format. Enter the desired time by pressing the corresponding keys.



Press **2ABC** to display **- Set Time -** menu. The current time in the system will be displayed and the cursor will be positioned at the first position.

Press **\*X** to enter the information into the system (will not work until 4th digit is dialed).

Press **#** to exit to **- Day/Time -** menu.

## 2 - Program Event Schedules (selection **2<sup>ABC</sup>**)

This menu lets you: 1) Program event schedules, 2) Assign schedules to days of the week, 3) Manually select or cancel a schedule, and 4) Clear all schedules (refer to the next page).

To review tones, you can program one station to any time zone and then use the **7** **6** menu to listen to all 8 tones through that station speaker.

### a - Program an Event Schedule (selection **1<sup>0z</sup>**)

Press **2<sup>ABC</sup>** at - **Setup** - menu to display **Schedules** menu.

Press **1<sup>0z</sup>** at - **Schedules** - menu to display **Select Schedule** menu.

Choose the schedule to program by pressing **1<sup>0z</sup>** - **8<sup>TUV</sup>**. The Schedule "X" display will appear (X = schedule number).

Key in the time for the event (24-Hour Format.) The cursor will appear at the first zone position (current zones & tone already programmed for that time will appear).

Key in the desired zone numbers (**1<sup>0z</sup>** - **8<sup>TUV</sup>**) – press the same number to keep a current zone, or press **0<sup>OPR</sup>** to delete a zone at the current cursor position). If less than 8 zones are entered, press **0<sup>OPR</sup>** to skip over blank fields and place the cursor at the "Tone" position.

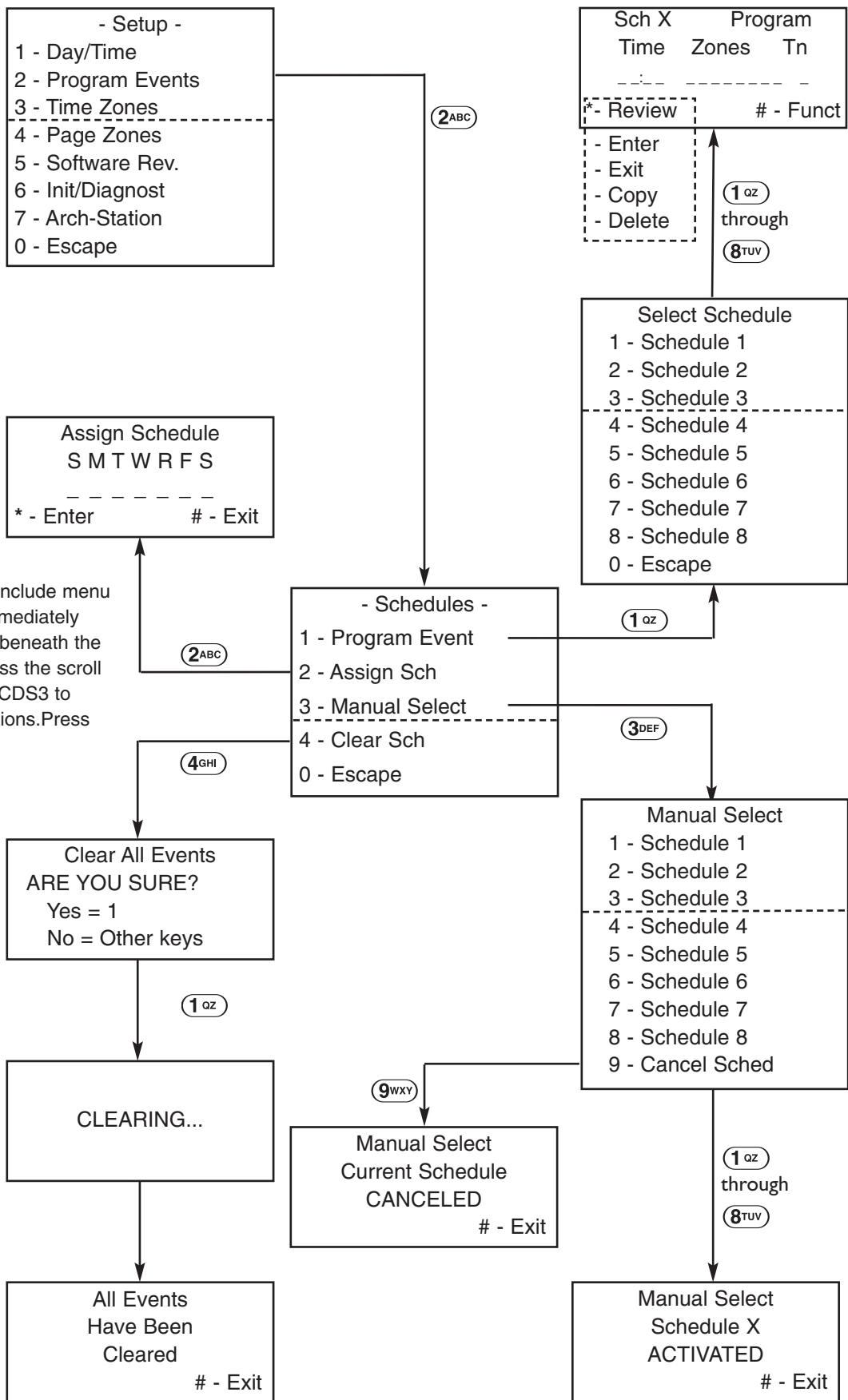
Key in the desired tone number (**1<sup>0z</sup>** - **8<sup>TUV</sup>**). **9<sup>WXY</sup>** may be entered to select MCAPI2 port 2 for distribution.

**To enter the event** into memory (or accept existing zone information), press **#** until the word **Enter** appears on the display next to the star icon, and then press **\***. The cursor will reappear at the first time position, ready for the next event. You can enter new information, or you can copy the zone information from the previous event by pressing the **#** key until the word **Copy** appears on the display next to the star icon, and then press **\***.

**To review events**, press **#** until the word **Review** appears on the display next to the star icon, and then press **\***. The first event time-wise from midnight will appear. Subsequent events will appear with each press of the **\*** key. During the review, you can modify events by keying in new data (press **0<sup>OPR</sup>** to delete the data at the current cursor position or to move the cursor over blank fields).

**To delete an event**, press **#** until the word **Delete** appears on the display next to the star icon, and then press **\***.

**To exit**, either hang up or press **#** until the word **Exit** appears on the display next to the star icon, and then press **\***.



**Note:** Diagrams include menu selections not immediately displayed (those beneath the dashed line). Press the scroll buttons on the MCDS3 to view these selections. Press (0) to escape.

### b - Assign Schedules to Days of the Week (selection **2ABC**)

Press **2ABC** at - **Setup** - menu to display - **Schedules** - menu.

Press **2ABC** at - **Schedules** - menu to display **Assign Schedule** menu. Current schedules (if any) will be displayed.

Key in the desired schedule number for each day of the week (key in the same number to keep an existing schedule or press

**9WXY** to delete a schedule and program no schedule).

Press **X** to enter the schedule displayed into memory.

Press **#** to exit (or hang up).

**Note:** If you exit before pressing **X**, changes will not be saved.

### c - Manually Select or Clear a Schedule (selection **3DEF**)

Press **2ABC** at -**Setup**- menu to display - **Schedules** - menu.

Press **3DEF** at - **Schedules** - menu to display **Manual Select** menu.

**To manually select a schedule**, press the corresponding key (**10Z** - **8TUV**). The **Schedule Activated** display appears.

Press **#** to exit, or hang up. The selected schedule immediately replaces the existing schedule.

**To cancel the current schedule**, press **9WXY**. The current schedule will be canceled (the schedule will not be replaced with a new schedule). Press **#** to exit, or hang up.

**Note:** The active schedule is continuously displayed on the administrative phone, beneath the time display.

### d - Clear Schedule (selection **4GHI**)

Press **2ABC** at - **Setup** - menu to display - **Schedules** - menu.

Press **4GHI** at - **Schedules** - menu to display **Clear All Events** menu.

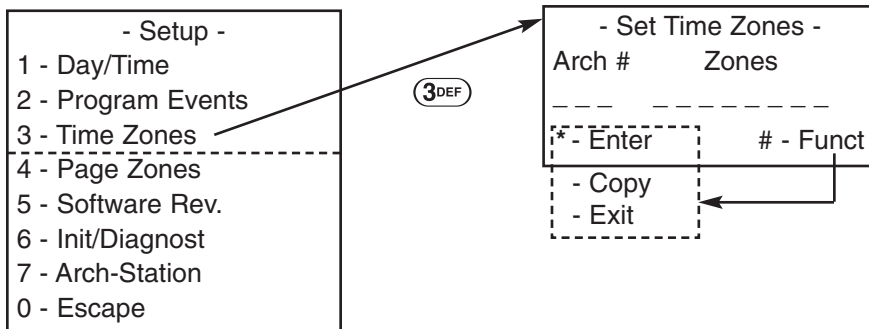
Press **10Z** to **clear (erase) ALL events from ALL schedules**. Press any other key to return to - **Schedules** - menu.

**Note:** The system will take a few minutes to clear the schedules. No other menu functions are possible during this time period. Schedules will still be cleared even if the phone is hung up. A display will confirm when all events have been cleared.

### 3 - Program Time Zones (selection **3<sup>DEF</sup>**)

This menu lets you assign each station to any or all of 8 time signaling zones.

Press **3<sup>DEF</sup>** at **- Setup -** menu to display **- Set Time Zones -** menu.



Key in a 3-digit architectural number. If the number is invalid, the cursor will reappear at the **Arch #** position. If the number is valid, the cursor will appear at the first zone position (any zone information already programmed for that station will appear on the display).

Key in the desired zone numbers (**1<sup>0Z</sup>** - **8<sup>1UV</sup>**) for that station (press the same number to keep a current zone, or press **0<sup>0PEP</sup>** to delete a zone at the current cursor position).

To enter the zone information, press **#** until the word **Enter** appears on the display next to the star icon, and then press **\***. The data will be entered into the system and the next numerically-higher architectural number will appear on the display (along with any zone information already programmed for that station.) You can then key in new zones for this station, copy the zone information from the previous station (press **#** until the word **Copy** appears next to the star icon, and then press **\***), delete all zone information for the station (press **0<sup>0PEP</sup>** **0<sup>0PEP</sup>**), or you can exit the menu.

To exit the menu you can hang up **or** press **#** until the word **Exit** appears on the display next to the star icon and then press **\***.

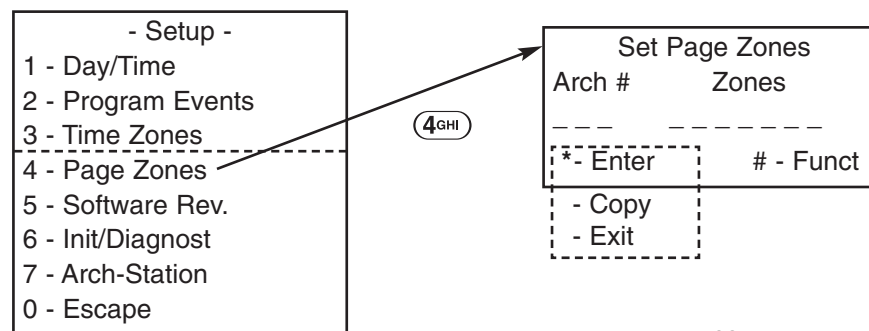
**Note:** If you hang up without entering the information (by pressing **\***), changes will not be saved.

### 4 - Program Page Zones (selection **4<sup>GHI</sup>**)

This menu lets you assign each station to any or all of 8 paging zones.

Press **4<sup>GHI</sup>** at **-Setup-** menu to display **Set Page Zones** menu.

Key in a 3-digit architectural number. If the number is invalid, the cursor will reappear at the **Arch #** position. If the number is valid, the cursor will appear at the first zone position (any zone information already programmed for that station appears on the display).



Key in the desired zone numbers (1-8) for that station (press the same number to keep a current zone, or press 0 to delete a zone at the current cursor position).

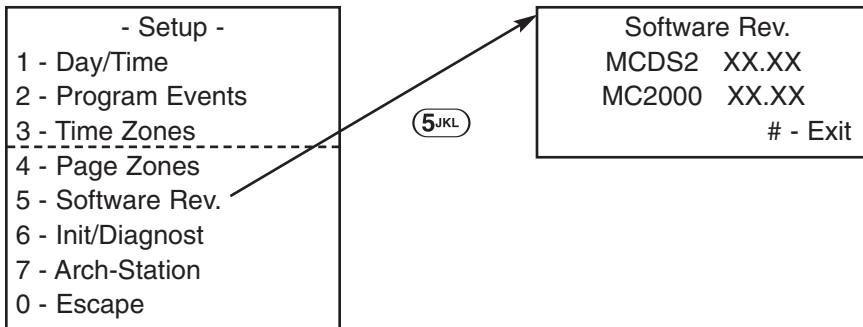
To enter the zone information, press # until the word **Enter** appears on the display next to the star icon, and then press \*. The data will be entered into the system and the next numerically higher architectural number will appear on the display (along with any zone information already programmed for that station.) You can then key in new zones for this station, copy the zone information from the previous station (press # until the word **Copy** appears on the display next to the star icon and then press \*), delete all zone information for the station (press 0 0), or you can exit the menu.

To exit you can hang up or press # until the word **Exit** appears on the display next to the star icon and then press \*.

**Note:** If you hang up without entering the information, (by pressing \*), changes will not be saved.

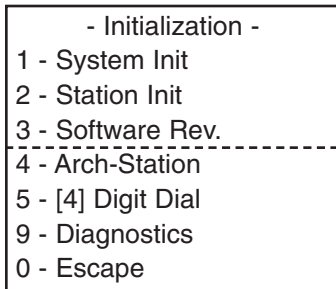
## 5 - Software Revision (selection 5JKL)

To view the current software revision number, press 5JKL. Press # to exit



## 6 - Initialization/Diagnostic Menu (selection 6MNO)

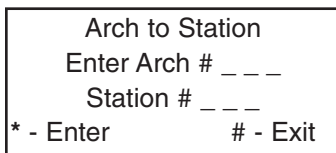
To access the - **Initialization** - menu, press 6MNO at the - **Setup** - menu. The Initialization functions are covered in detail in the **Initialization & Diagonstic Menus** section starting on page 9.



**Note:** Diagrams include menu selections not immediately displayed (those beneath the dashed line). Press the scroll buttons on the MCDS3 to view these selections. Press 0 to escape.

## 7 - Architectural/Station Number Cross Reference (selection 7PRS)

To activate the **Arch-Station** cross reference display, press 7PRS from the Setup menu. The display will prompt you to enter an architectural number. It will respond to a valid entry with the corresponding station number.



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