



North Florida Communications

www.northfloridacommunications.com

www.ournewphone.com

LG IPECS Speed Dial Programming

Frequently dialed numbers can be stored into Speed Bins for quick access. There are two different kinds of Speed Dial Numbers, Station Speed numbers and System Speed numbers

Station Speed Numbers

Each extension has its own set of 20 speed numbers which are not shared with other users. These are called Station Speed Dial Numbers and are located in bins 00-19. You can change these numbers on your own phone without affecting your co-workers speed dial numbers.

Note: The larger IPECS systems have 100 speed bins per user ranging from 000-099.

System Speed Numbers

System Speed dial numbers are numbers that are shared by the entire system. There are 800 system speed dial bins and they are located in bins 200-999. These numbers are programmed just like Station Speed Numbers, except that they must be programmed at the attendant station. This is usually station 100.

Note: The larger IPECS systems have 3000 system speed bins ranging from 2000-4999.

Program Speed Dial Bins

- 1) Press the "DIR" soft Button.
- 2) Press the "SPEED" soft button.
- 3) Press the "ADD" soft button.
- 4) Enter the speed bin to be programmed. Station Speed Bins are 00-19. System Speed Bins are 200-999.
- 5) Select or dial the CO Line or Line Group that will be used to dial this number.
Typically you can just dial "9" to use your main group.
- 6) Now enter the new phone number to be programmed.
- 7) Press the "Hold/Save" button to save the entry.
- 8) Enter a name for the Speed Dial number followed by "OK".
- 9) You can now program your next speed dial number. The system will automatically go to the next speed bin. Input your next speed dial number and repeat the steps we just went through, or simply

press “Speaker” to quit.

10) Press “Speaker” to quit.

Using Speed Dial

Dial the speed number programmed by pressing “SPEED” followed by the bin number. If you do not have a “SPEED” key programmed, press the “DIR” soft key at the LCD display, followed by the “SPEED” soft-key.

Dial By Name

Alternatively, we can dial by name.

1) Press the “DIR” soft button.

The LCD prompts us for Private Directory, Public Directory, or Station Name

2) Press “1” for Private Directory which is for Station Speed Dial.

3) Use the Navigation Wheel to scroll through the names. Alternatively, you can also dial the first letter of the Speed Dial Name.

4) To dial the number, press the “Send” soft-key.

Program a Flexible Button for One-Touch Dial

1) Press the Trans/PGM button.

2) Press the Flexible button you want to program.

3) Press the “SPD/DEL” soft button.

4) Dial the Speed bin number.

5) Press the “SAVE” soft button.

6) Press SPEAKER to quit.

Now, if we want to dial that number, we simply press the button we just programmed.