

# MU-100 VERSION

# FUNCTIONS AND OPERATING INSTRUCTIONS

# INSTITUTIONAL COMMUNICATION SYSTEM

IC-100

Please follow the instructions in this manual to obtain the optimum results from this system. We also recommend that you keep this manual handy for future reference.

WARNING: (For U.S.A. only)

This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instructions manual, may cause interference to radio communications. It has been tested and found to comply with the limits for a Class A computing device pursuant to Subject J of Part 15 of FCC Rules, which are designed to provide reasonable protection such interference when operated in a commercial environment.

Operation of this equipment in a residential area is likely to cause interference in which case the user at his own expense will be required to take whatever measures may be required to correct the interference.

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#### Introduction

This manual explains all of the functions and operation of the TOA Institutional Communication System. This includes functions that cannot be performed by the system as initially purchased. This manual is divided into the following five sections, so only the sections directly related to your application need be referred to.

Section 1. Sub-station Operation

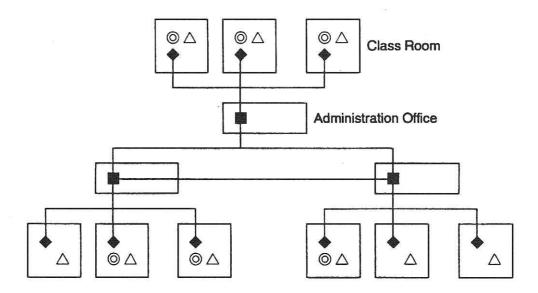
Section 2. Basic Control Station Operation

Section 3. Convenient Control Station Functions

Section 4. Auxiliary Functions and Operating Precautions

Section 5. Function & Operation Tables

The TOA Institutional Communication System is designed to provide efficient administrative communication capability in schools, correctional, and other related facilities. Its basic communication network is illustrated below.

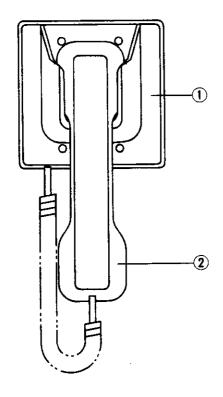


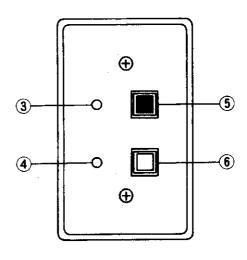
- Control Station
- Switch Panel
- △ Sub-station Speaker
- O Sub-station Handset

The term "sub-station" refers to the combination of the RS-100 Switch Panel, the RS-110 Sub-station Handset, and a remote speaker unit. Although the sub-station handset may not be installed in some rooms, the remaining switch panel/ speaker set will still be referred to as the sub-station.

# **SECTION 1. SUB-STATION OPERATION**

# 1.1 Nomenclature





[RS-100 Switch panel]

[RS-110 Sub-station Handset (Room Station Handset)]

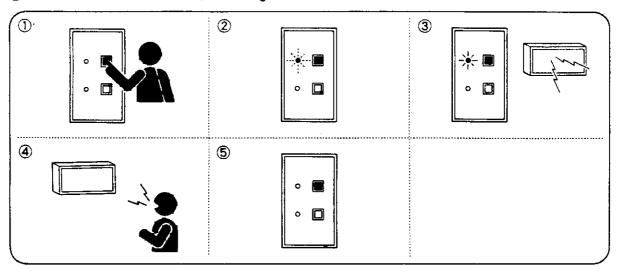
- ① Wall-mounted Handset Cradle
- 2 Handset
- ③ Upper LED
- **4** Lower LED
- ⑤ [CALL] switch button
- **(6)** [PRIVACY] switch button

## 1.2 Sub-station Speaker Communication

The sub-station speaker is used exclusively for inter-station communication in rooms not equipped with a sub-station handset. Although either the sub-station handset or sub-station speaker can be used in rooms equipped with both, only sub-station speaker use will be explained in this section.

#### (1) Calling

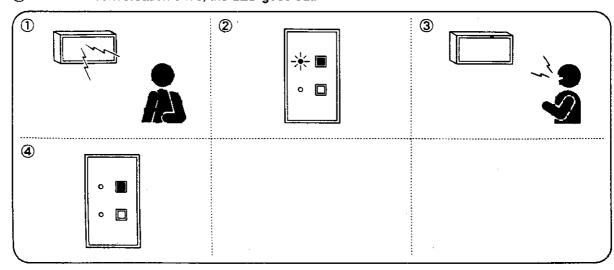
- ① Depress the red CALL switch on the switch panel.
- 2 The corresponding upper LED flashes.
- 3 The flashing LED turns to steady when the party being called answers.
- 4 Conversation possible.
- ⑤ When the conversation ends, the LED goes out.



[Note]: If the party being called in Step ③ is on another line or otherwise busy, the LED continues to flash until the party answers.

#### (2) Being Called

- 1) Following a brief tone, the calling party's voice is heard.
- ② The upper LED lights.
- ③ Conversation possible.
- When the conversation ends, the LED goes out.



#### Conversation Method

Only one party may speak at a time, therefore it is necessary for the other party to finish talking before speaking. The speaker will then function as a microphone to convey your voice. This method of communication is referred to as "half-duplex."

In rooms equipped with sub-station handsets, the handset may be picked up at any time to continue the conversation in "full-duplex" mode. For further information, refer to Section 2. 2-(4) Summary of conversation method.

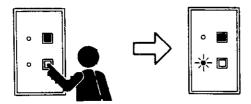
[Note]: An intermittent signal tone can be heard over the speaker if another party is calling or listening in.

#### (3) Privacy Switch Use

This switch is used to stop incoming calls or prevent in-room conversations from being overheard.

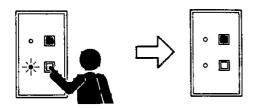
#### [Privacy Mode Registration]

Press the white PRIVACY switch, lighting the lower LED.



#### [Privacy Mode Cancellation]

Press the same switch again, extinguishing the LED.



- [Note]: (1) The sub-station can still be called while the privacy mode is enabled, although in-room conversation cannot be heard. To answer the call, press the PRIVACY switch (extinguishing the lower LED) and proceed with the conversation.
  - (2) Call switch operation remains possible even while the privacy mode is enabled. The privacy mode is resumed when the conversation ends.

#### (4) Emergency Calls

In emergency situations, continuously press the red CALL switch for at least 3 seconds.



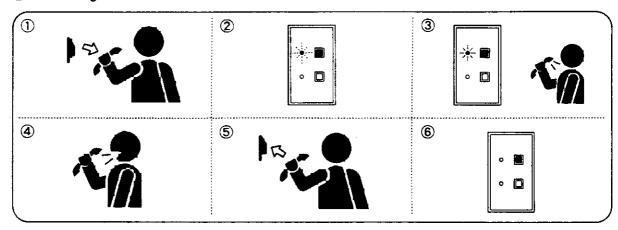
For at least 3 seconds

#### 1.3 Sub-station Handset Use

All sub-stations include the switch panel, whether the sub-station handset is installed or not. Although either the sub-station handset or sub-station speaker can be used in rooms equipped with both, only sub-station handset use will be explained in this section. Refer to Section 1.2 for Sub-station speaker applications.

#### (1) Calling

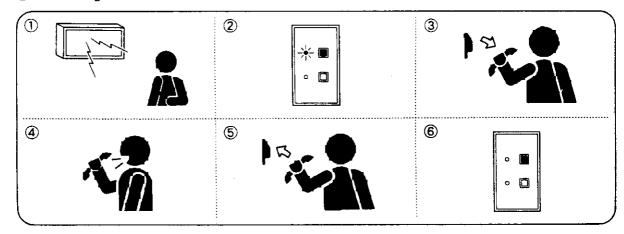
- 1 Lift up the sub-station handset.
- ② The corresponding upper LED on the switch panel flashes.
- 3 The flashing LED remains lit when the party being called answers.
- 4 Conversation possible.
- (5) Replace the handset when the conversation ends.
- 6 The LED goes out.



[Note]: If the party being called in Step ③ is on another line or otherwise busy, the LED continues to flash until the party answers. In this case, simply wait for the other party to answer by either holding the handset or replacing it in its cradle.

#### (2) Being Called

- ① Following a brief tone, the calling party's voice is heard.
- 2 The upper LED on the switch panel lights.
- 3 Lift up the sub-station handset.
- 4 Conversation possible.
- S Replace the handset when the conversation ends.
- 6 The LED goes out.



#### Conversation Method

While the control station handset remains in its cradle, the conversation method will be half-duplex like the conversation through the sub-station speaker. When the handset is used, regular 2-way telephone (full-duplex) conversation becomes possible.

## (3) Privacy Mode Conversation (Lower LED lit)

The sub-station can still be called while the privacy mode is enabled, although in-room conversation cannot be heard. To answer the call, press the <a href="PRIVACY">PRIVACY</a>] switch (extinguishing the lower LED) and proceed with the conversation.

Picking up the sub-station handset makes a call even while the privacy mode is enabled. The privacy mode is resumed when the handset is replaced.

#### (4) Emergency Calls

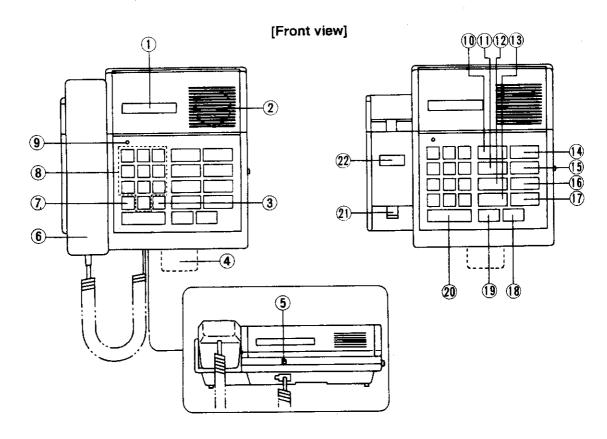
In emergency situations while the handset is in use, continuously press the red [CALL] switch for at least 3 seconds.



For at least 3 seconds

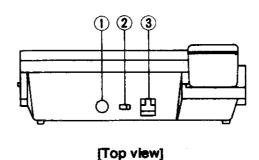
# **SECTION 2.Basic Control Station Operation**

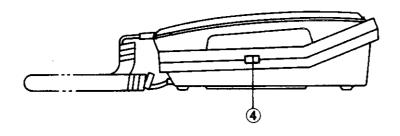
#### 2.1 Nomenclature and Functions



- ① **Display panel**: Shows connection status and registered data.
- ② Internal speaker: Sounds call tones and permits "handsfree" conversation.
- ③ [C/#] key: Terminates calls and accesses special C/O line functions as well as other special programing functions.
- (4) Station number directory
- ⑤ Internal microphone : Used in "handsfree" operation.
- **6** Handset
- (7) [ \* ] key: Used for privacy mode selection and other special programing functions.
- (8) [0]~[9] keypad: Used for dialing.
- 9 In-use lamp
- (IDISPLAY CALLS) key: Displays waiting station numbers, as well as registered data.
- ① [TELEPHONE] key : Accesses outside telephone lines.
- (2) [CONFERENCE] key: Used to enable conference function.

- (3) [PAGE] key: Used for paging.
- [TIME FUNCTION] key: Selects pre-programed time schedules; Permits manual operation of time signals.
- (5) [REDIAL] key: Automatically redials last dialed number.
- (b) [PROGRAM] key: Programs zone distribution of program source.
- (†) [PRIORITY] key: Establishes sub-station priority.
- (8) [ALL] key: Broadcasts paging, time signal, and program source over entire area.
- (9) [ZONE] key: Broadcasts paging, time signal, and program source to selected zones.
- @ [PUSH TO TALK] key: Used in PTT operation; Permits contact with stations in privacy mode; Selects and dials displayed station.
- 21) Hook switch
- 2 Station number card





[Side view]

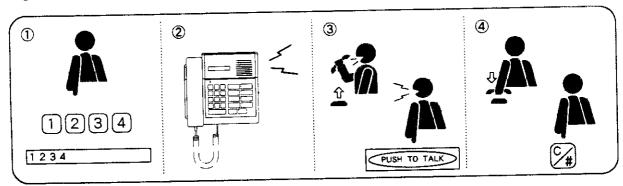
- ① [EXTERNAL MIC/HEAD SET]: External microphone or headset jack.
- ② [REGISTER ON/OFF]: Enables or disables system programing functions. Normally set to OFF.
- 3 [LINE] connector: Used for connection to exchange.
- (§ [SP.VOL.( H/L)] : Internal speaker volume selection.
- [Note]: (1) Although use of the above-mentioned external headset and microphone are not explained in this manual, if a headset is connected, its operation is essentially the same as that of the handset. Likewise, if an external microphone is connected, its operation is essentially the same as that of the internal microphone.
  - (2) Dialing can be performed with either the handset lifted or in place (handsfree operation). Likewise calls can be answered in either condition if the calls are from internal stations.
  - (3) System programing procedures are not provided in this manual. Refer to the accompanying Installation Manual for this information.

# 2.2 Internal Line Call Operation

#### (1) Calling

# (1.1) Control Station to Control Station

- Dial the desired station number.
   (Dialing can be performed with the handset lifted or replaced.)
- ② A brief call tone is heard at the calling station.
- 3 Conversation can proceed when the called party answers.
- $\stackrel{-}{ ext{4}}$  To terminate the conversation, replace the handset or press the  $\boxed{\mathbb{C}/\#}$  key.

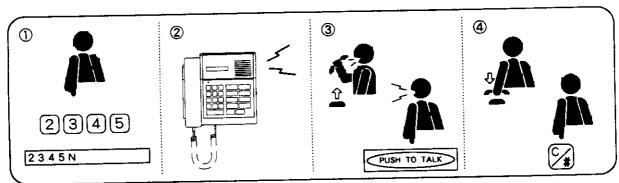


[Note]: Dialing can be performed with the handset either lifted or in place (handsfree dialing). Simultaneous full-duplex conversation is possible with the handset lifted once the called party answers.

Full-duplex conversation is also possible when the calling station is in handsfree mode and the called party uses its handset. When both stations are in handsfree mode, only one-way PTT (Push to talk) conversation is possible, and the PUSH TO TALK key has to be pressed to talk and released to listen. However, should either party lift its handset during PTT operation, the conversation will automatically be switched to full-duplex operation.

# (1.2) Control Station to Sub-Station

- ① Dial the desired room station number.
- ② A brief call tone is heard. Lift up the handset or press PUSH TO TALK key.
- 3 Conversation can proceed.
- 4 To terminate the conversation, replace the handset or press the C/# key.



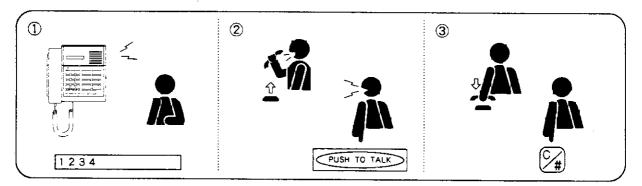
[Note]: Full-duplex conversation is possible when both the control station handset and sub-station handset are lifted. When the control station handset is lifted and sub-station communication is via the sub-station speaker, only half-duplex voice-actuated conversation is possible.

When the control station is in handsfree mode, only half-duplex PTT conversation is possible, regardless of the sub-station mode. Once the PUSH TO TALK key is pressed, full-duplex conversation becomes no longer possible.

#### (2) Being Called

#### (2.1) Control Station to Control Station

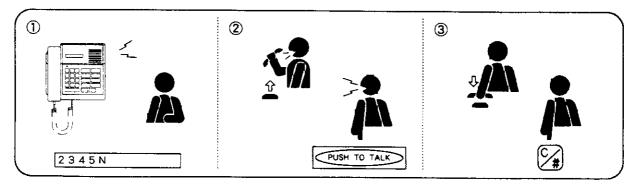
- 1 A brief call tone is heard.
- 2 Conversation possible upon answering.
- 3 Conversation ends.



If the conversation has been terminated by the calling party, the called party need not operate any key for termination. The called party can terminate the conversation by replacing the handset or pressing the C/# key.

#### (2.2) Sub-station to Control Station

- 1 A call tone is heard.
- 2 Conversation possible upon answering.
- 3 To terminate the conversation, either replace the handset or press the C/# key.



[Note]: (1) The call tone differs depending on the priority level of the station. Refer to the "Section (5) Sub-station Priorites" of this operation manual.

(2) Refer to the "Section 3.2 Internal Line calls (1) Selective Response" and "Section 5.2 Priority Order" of IC-100's Functions and Operating Instructions.

# (3) Privacy Function

This function is used to refuse all incoming calls. The control station can be put in Privacy mode by pressing the \* key twice, showing "PV" and the current time on the station display ( PV A 10:34pm). If a call is received while in the Privacy mode, a privacy tone is heard. Pressing the \* and C/# keys cancels the Privacy mode and extinguishes the "PV" display ( A 10:34pm ).

Response to calls can still be made from the control station while the Privacy mode is enabled. If a call is made from the control station to another control station in the Privacy mode, a Privacy signal sounds at the calling and called stations for a period of time. This signal is different from that heard when calling a sub-station in Privacy mode. (Control station privacy tone : Intermittent trill tone, Sub-station privacy tone: Intermittent single tone)

# (4) Summary of Conversation Method

In summary, there are three different conversation methods:

# (4.1) Simultaneous conversation (Duplex)

Similar to that of a standard telephone.

# (4.2) Voice-actuated two-way conversation (V.S.)

The conversation flow is automatically switched via the voice switch. In quiet areas, this is similar to simultaneous conversation. However, when the ambient noise level at the control station is too high, interfering with smooth conversation, the PUSH TO TALK key can be depressed to switch to the PTT conversation mode.

# (4.3) PTT conversation (PTT)

The control station PUSH TO TALK key is pressed to talk, and released to listen. The following table shows the conversation modes for all of the various station combinations.

		Control Station		
		Handsfree	Handset	
Control	Handsfree	PTT	Duplex	
Station	Handset	Duplex	Duplex	
Sub-station	Speaker	РТТ	V.S./PTT	
Sub-station	Handset	РП	Duplex	Duplex
				* Sub- station Handset

[Note]: Conversation between sub-station handsets is possible only when a call from either handset is transferred to the other handset via the control station.

#### (5) Sub-station Display Priorities

The numbers of all stations calling a control station are automatically stored and displayed in the priority order registered for each station. The control station can only display one of these "waiting" stations. When more than one station is waiting, the other waiting station number can be displayed with subsequent depressions of the DISPLAY CALLS key.

The following four priority indications are programable:

(1) Priority (2) Alarm (3) Normal (4) Staff

[Note]: (1) : User programable only at the control station assigned to the "Priority" sub-station.

(2) (3) (4): Programable at the time of installation.

Taking precedence over these priorities is an Emergency Call. Emergency Calls can be made with special key operations. Regardless of its arrival order, it is always displayed first whatever the priority of the other waiting stations. Priority levels of control stations are fixed to be lower than those of sub-stations.

Shown below are the registered priority displays and call tone types produced at the called control station. Call tones are not sounded at the called station if busy, in which case a busy tone is heard at the calling station.

DISPLAY PRIORITY	CALL DISPLAY	CALL TONE
1. Emergency Call	Emerg.	Intermittent trill tone
2. Priority Call	Р	Intermittent single tone (Short pulse tone)
3. Alarm Call	A	(Short pulse tone)
4. Normal Call	N	
5. Staff Call	s	Intermittent single tone (Long pulse tone)
6. Control Station	(*1	1)

= Station number display

[Note]: (1) Waiting stations are arranged in priority order, with those having the same priority displayed on a first-come-first-served basis.

- (2) The numbers of calling control stations are also stored if the called control station has been called from other stations.
- (3) Incoming calls cannot be accepted while busy without terminating the current conversation.
- (\*1) A brief trill tone is heard when an unused control station is called.

#### [CALL DISPLAY EXAMPLES]

① 1234N ② 1234N M

3

No.1234 calling.

1234N M Other stations calling.
1234N Connect to No.1234.

④ 1234N:2345S No.2345

No.2345 calling during conversation with No.1234.

⑤ 1234N:2345SM Other stations besides No.2345 calling during conversation with No.1234.

[Note]: The suffix "M" indicates other waiting stations, which can be displayed with subsequent depressions of the DISPLAY CALLS key.

#### (6) Emergency Functions

#### (6.1) Emergency Call

This function is applicable only to sub-stations.

In emergency situations, continuously press the red CALL switch for at least 3 seconds.

The emergency call has the highest priority of all station calls.

#### (6.2) Duress Alarm

This function is applicable only to control stations. In case of an emergency, simply take handset off its hook. The message Off-Hook will be displayed at the station six seconds after the handset is displaced, causing all other connected control stations to display the message XXXX Duress, accompanied by an emergency tone (not audible at the busy station).

The duress alarm function can be cancelled by replacing the handset after the C/# key pression.

[Note]: Voice transmission is not enabled by this function. To establish contact with the station in duress, its station No. must be first dialed at any of the receiving stations. However, it may be difficult to monitor the station in duress owing to the relatively poor sensitivity of the handset microphone in comparison with the station's "Handsfree" mode microphone.

# (6.3) Summary of Emergency Functions

When any emergency communication has been received as indicated by the message as well as by an emergency tone (not audible at the busy station), first contact the calling station. The following examples show the emergency status:

① 3456 Emerg. Emergency call from No.3456 sub-station.

To contact, press the PUSH TO TALK key or lifting the handset. To answer in busy mode, the current conversation must firstbe terminated.)

② 5678 Duress Duress alarm from No.5678 control station.
(No.5678's handset off the hook)

3 3456 Emerg. E 1 Emergency calls from No.3456 and other sub-stations,

② Emergency call from No.3456 and duress alarm from certain control station.

4 5678 Duress E Duress alarm from No.5678 and other control stations.

(Emergency all-call paging during emergency call or duress alarm. (Emergency call or duress alarm is displayed upon emergency all-call paging completion.)

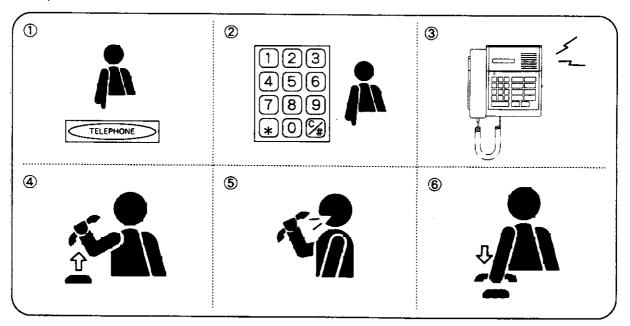
② Emergency call or duress alarm entry during emergency all-call paging. (Neither emergency call nor duress alarm can be accepted during emergency all-call paging. In such a case, operate from the beginning.)

[Note]: The suffix "E" indicates waiting emergency calls or duress alarm, which can be displayed with subsequent depressions of the DISPLAY CALLS key.

# 2.3 Outside Call Operation

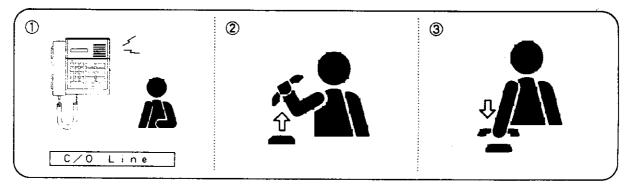
# (1) Calling

- 1 Press TELEPHONE key.
- ② Dial. Tel:0797712
- 3 Outside telephone call tone is heard.
- 4 Lift up the handset. (The handset can be lifted before dialing.)
- ⑤ Conversation can proceed when called party answers.
- 6 Replace the handset to terminate the conversation.



# (2) Being Cailed

- ① Outside telephone call tone is heard. C/0 Line
- 2 Conversation can proceed by lifting up the handset.
- ③ Replace the handset to terminate the conversation.



#### 2.4 Paging

Five different paging methods, including All-Call paging, can be selected with the IC-100 system.

1) All-Call Paging : Permits simultaneous paging through all zones and connected

external speakers.

2) Zone Paging : Permits simultaneous paging of up to nine pre-programed individual

zones.

3) Combination Zone Paging : Permits simultaneous paging of up to nine pre-programed combina-

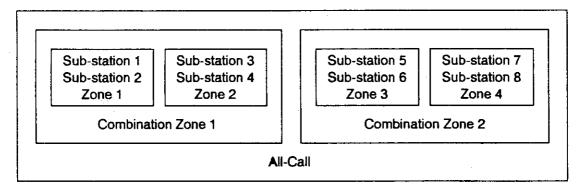
tions of zones.

4) Sub-station Paging : Permits simultaneous paging of up to ten individual sub-stations.

5) Emergency All-call Paging : Permits simultaneous emergency paging through all zones and

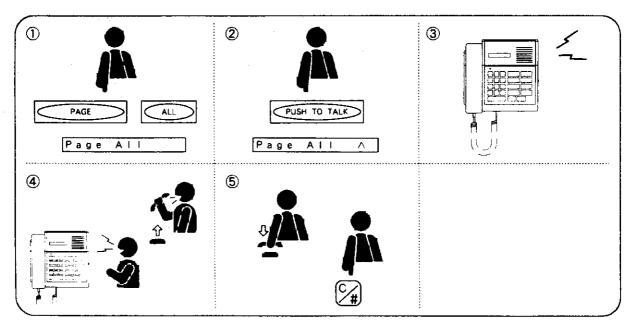
connected external speakers.

#### [ PAGING ASSIGNMENT EXAMPLE ]



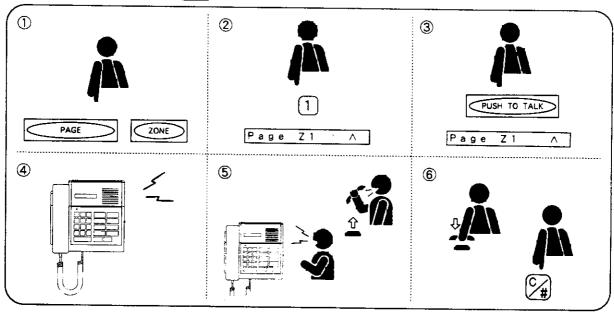
## (1) All-Call Paging

- 1) Press PAGE ALL keys.
- ② Press PUSH TO TALK key or lift handset. (Paging possible.)
- ③ A 4-note chime or paging pre-announcement tone sounds.
- 4 Place a paging call.
- ⑤ Replace handset or press C/# key to terminate the call.



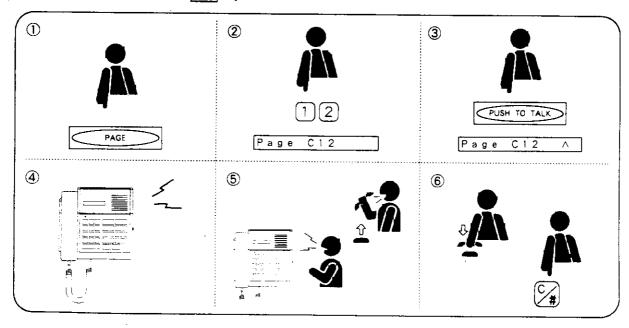
#### (2) Zone Paging

- 1 Press PAGE ZONE keys.
- 2 Dial the desired zone number(s). (Max. 9 zones)
- 3 Press PUSH TO TALK key or lift handset. (Paging possible.)
- ④ A 4-note chime or paging pre-announcement tone sounds.
- ⑤ Place a paging call.
- 6 Replace handset or press 7/4 key to terminate the call.



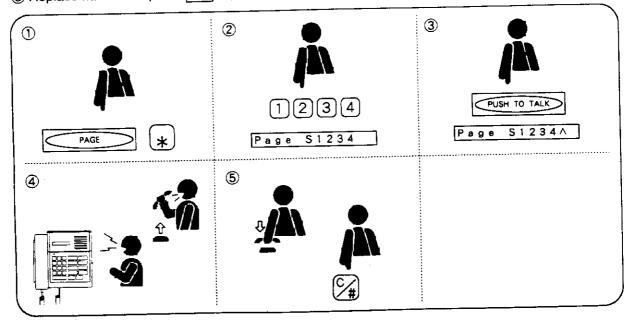
# (3) Combination Zone Paging

- 1) Press PAGE key.
- 2 Dial the desired combination zone number(s). (Max. 9 combination zones)
- ③ Press PUSH TO TALK key or lift handset. (Paging possible.)
- A 4-note chime or paging pre-announcement tone sounds.
- ⑤ Place a paging call.
- ⑥ Replace handset or press C/# key to terminate the call.



# (4) Sub-station Paging

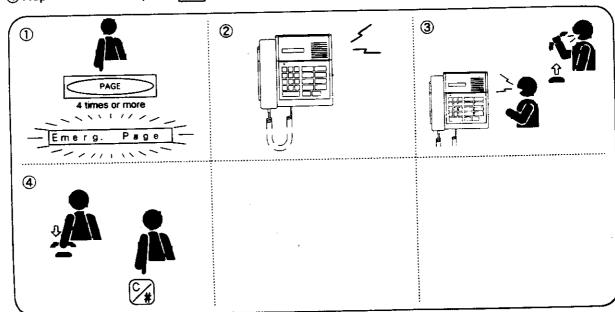
- ① Press PAGE \* keys.
- ② Dial the desired sub-station number(s). (Max. 10 stations)
- 3 Press PUSH TO TALK key or lift handset. (Paging possible.)
- 4 A 4-note chime or paging pre-announcement tone sounds.
- ⑤ Place a paging call.



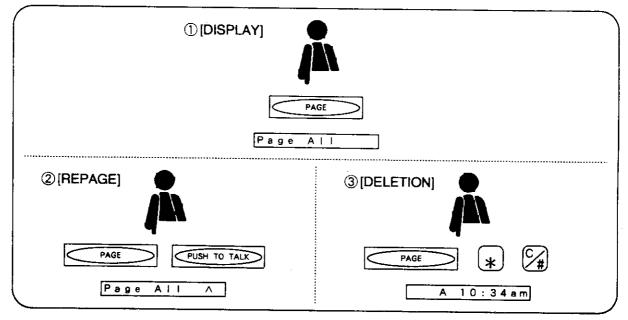
# (5) Emergency All-call Paging

- ① Press PAGE key four times or more in rapid sequence.

  (The emergency page cannot be performed if the interval between any of the depressions exceeds 0.5 seconds.)
- ② An emergency all-call paging pre-announcement tone sounds.
- 3 Place a paging call.
- 4 Replace handset or press C/# key to terminate the call.



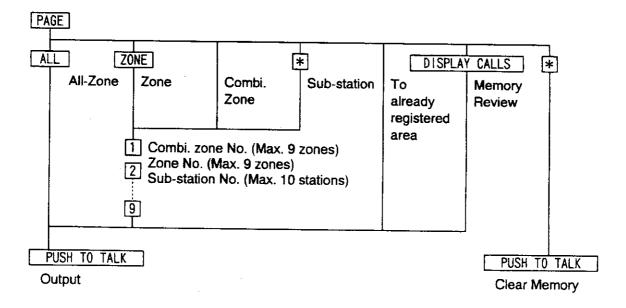
- The last paged paging area is automatically stored in memory, permitting repaging of the same area via a simple key operation. The stored paging area can also be displayed for confirmation or deleted from memory.
  - 1) To repage, press PAGE PUSH TO TALK keys.
  - 2 To display, press PAGE DISPLAY CALLS keys.
  - 3 To delete, press PAGE \* PUSH TO TALK keys.



#### ● PA Paging

All-Call and emergency all-call paging can also be performed through any connected external PA speakers.

# (6) Summary of Paging Operation



## (7) Transmission Priority List

- ① Emergency all-call paging \*1
- ② Emergency call
- 3 All-call paging \*2
- 4 Zone/Combination zone/Sub-station paging \*2
- **⑤** Conversation

[Note]: \*1: Overridden lower priority functions not restored, even after function completion.

\*2 : Overridden lower priority functions restored after function completion.

# SECTION 3. CONVENIENT CONTROL STATION FUNCTIONS

# 3.1 Applicable to both internal and outside calls

## (1) Redialing

Press REDIAL key to automatically call the last dialed number.



## (2) Speed Dialing

Press two numerical keys to dial the pre-programed number.

Key C	peration
-------	----------

Single-digit dialing : X 2-digit dialing : X

X is a number determined at the time of installation.
Y is a user programable number ( 0 through 9 ).

A maximum of 10 speed dialing numbers can be registered per control station in 2-digit dialing, or only one in single-digit dialing.

## Speed Dialing Registration

(1) Single-digit dialing: \* 7 X Z 1 .... Z 3 2 PUSH TO TALK Confirmation tone (2) 2-digit dialing: \* 7 X Y Z 1 .... Z 3 2 PUSH TO TALK Confirmation tone

\* 7 : Function registration selection

Y : Pre-determined numberY : User programable number ( 0 through 9 )

: Dialing (numerical key) or other function (function key) data, Max. 32 digits,

excluding DISPLAY CALLS, REDIAL, and PUSH TO TALK.

#### (3) Call Transfer

When two parties are talking, either party can be placed on hold to permit the calling of a third party for possible call transfer.

- ① Dial the third party's station number.

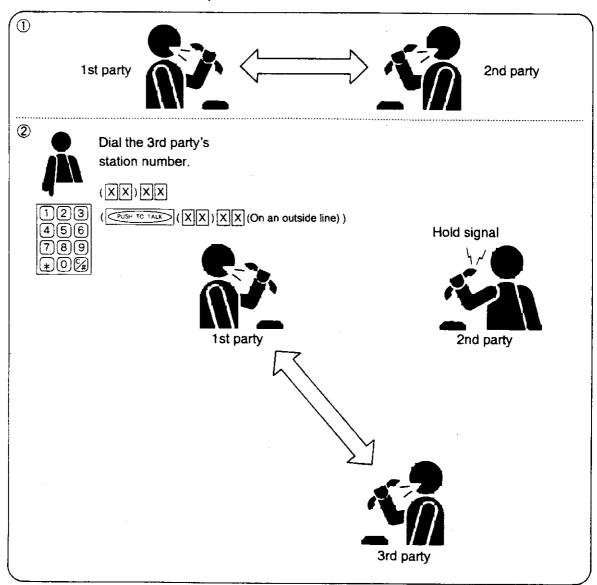
  (If on an outside line, dial the PUSH TO TALK key and the third party's station number.)

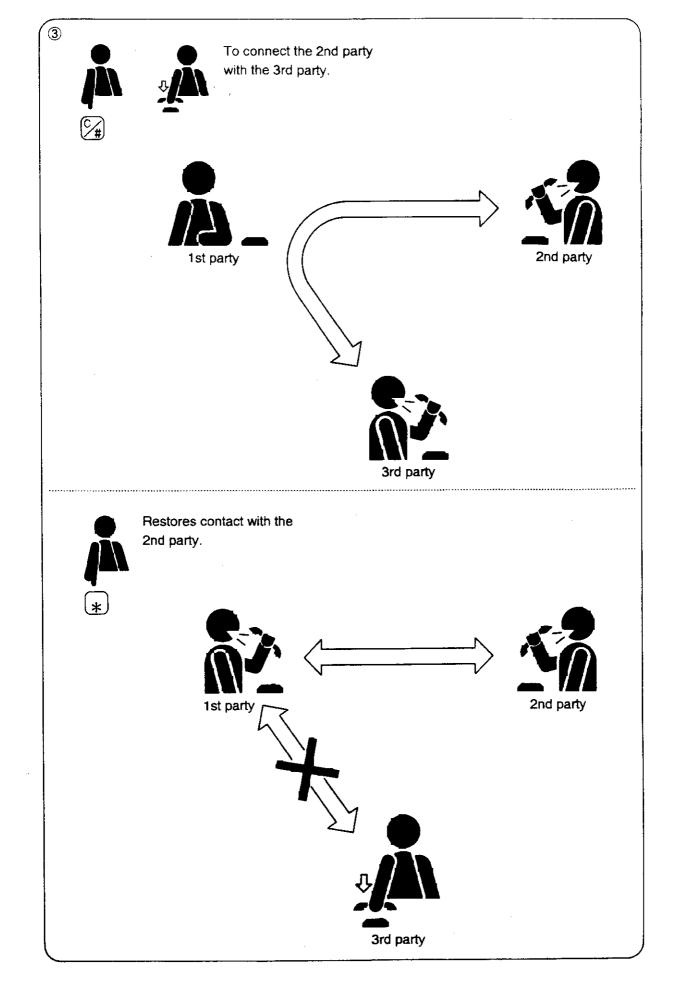
  If on an outside line, the second party is temporarily placed on hold and a hold signal is heard as the third party is called. If on an internal line, no hold tone will be heard at the second party's station.
- ② Talk with the third party.
- ③ To connect the second party with the third party, press C/# key. (The previous conversation is terminated.)

Pressing \*key or replacing the third party's handset restores contact with the second party, thus terminating the conversation with the third party.

[Note]: (1) Calls can only be transferred to stations having a handset.

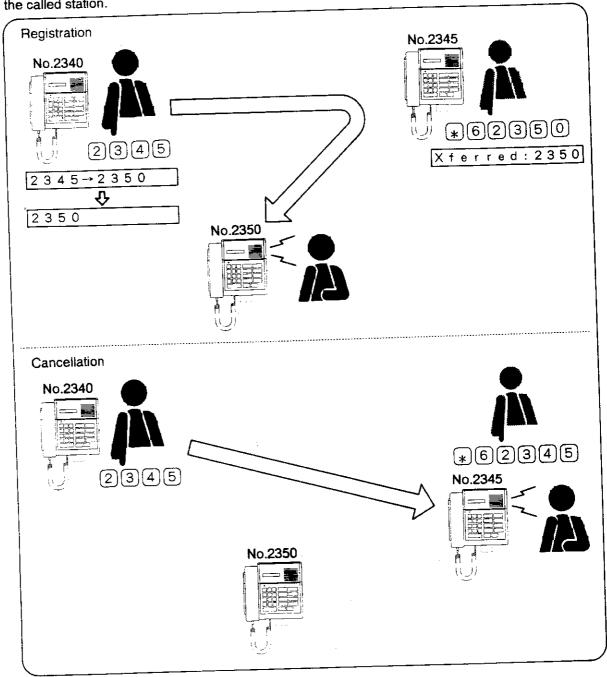
(2) The RS-100 Sub-station handset placed on hold remains held regardless of whether or not its handset is replaced.





# (4) Call Forwarding

This function permits all incoming calls to be automatically rerouted to other station registered at the called station.



[Note]: (1) Outside telephone calls cannot be forwarded.

(2) The station to which calls are to be forwarded must have a handset.

# Call Forwarding Registration & Cancellation

Registration : \* 6 (X X) X X

Cancellation : \* 6 (Y Y) Y Y

\* 6 : Call Forwarding function selection

(X X) X X : Forwarding station number

(Y Y) Y : Local station number

#### 3.2 Internal Line Calls

#### (1) Selective Response

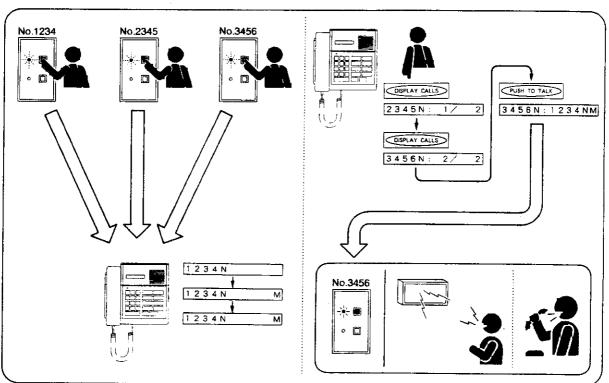
#### (1.1) Incoming calls to an unused control station

The station Nos. of all stations simultaneously calling an unused control station are automatically stored, with the highest priority station No. indicated on its display. When more than one station is waiting, as indicated by suffix "M", the other waiting station numbers can be displayed with subsequent depressions of the DISPLAY CALLS key. To answer, advance the display to the desired station No. and press the PUSH TO TALK key or lift the handset.

- [Note]: (1) Waiting stations are arranged in priority order, with those having the same priority displayed on a first-come-first-served basis.
  - (2) The display returns to its initial status after the last of the wating stations is displayed with the DISPLAY CALLS key, or when the C/# key is depressed.

#### [Example]

1	III. A
5 DISPLAY CALLS 3456N: 2/ 2	alling.)



# (1.2) Incoming calls to a busy control station

When a busy control station is called from more than one station, only the currently connected station and one waiting station are displayed. The other waiting stations are indicated by a letter "M" and displayed in turn with depression of the DISPLAY CALLS key.

To answer, first terminate the current conversation, then advance the display to the desired station No. before pressing the PUSH TO TALK key or lifting the handset. Simply displaying the desired station No. during conversation does not permit the connection to that station even after conversation completion because the display returns to the original status when the conversation is terminated.

[Note]: Incoming calls from an outside line can also be stored. When there is an outside line call to a busy control station, the message "C/O Line" is displayed. Once the DISPLAY CALLS key has been pressed to display other waiting stations during conversation, the message can no longer be displayed with the DISPLAY CALLS key. It can be displayed only when the current conversation is terminated.

#### [Example]

KEY OPERATION	DISPLAY	STATUS
① ② ③ ④ DISPLAY CALLS ⑤ C/# *1 ⑥ C/# ⑦ DISPLAY CALLS 8 PUSH TO TALK *1 Replacing the handset term	1234N:2345N 1234N:2345NM 3456N: 1/ 1 1234N:2345NM 2345N M 3456N: 1/ 1 3456N:2345N	(Talking with No.1234.) (No.2345 calling.) (No.3456 calling.) (Return to initial display.) (Terminate No.1234 conversation.) (Connect No.3456.)
· · · - · ·		

# (1.3) Incoming call during paging

#### [Example]

KEY OPERATION	DISPLAY	STATUS
① ② ③ DISPLAY CALLS ④ PUSH TO 'TALK ⑤	A 11:50am 1234N 1234N M 2345N: 1/ 1 2345N:1234N	(Page received.) (No.1234 calling.) (No.2345 calling.)  (Disconnect from paging; connect to No.2345.)

#### (1.4) Incoming outside C/O line call

#### [Example]

 KEY OPERATION
 DISPLAY
 STATUS

 1
 C/0 Line
 (Call received from outisde line.)

 2
 C/0 Line
 M

 3
 DISPLAY CALLS
 1234N: 1/ 1

 4
 PUSH T0 TALK
 1234N

 (Connect to No.1234.)

# (1.5) Incoming outside C/O call during internal conversation

#### [Example]

KEY OPERATION	DISPLAY	STATUS
① ②	1234N C/0 Line	(Talking with No.1234.) (C/O line calling)
3	C/O Line M	(No.2345 calling)
<b>④</b> C/#	C/O Line M	(Terminate No.1234 conversation.)
<u> </u>	C/O Line M	(Connect to C/O line.) (Lift handset.)

#### (2) Conference

"Conference" conversations can be held with up to three parties if each station is equipped with a handset.

#### KEY OPERATION

DISPLAY

1) Press CONFERENCE key, then dial the 2nd party's station number.

Conf:1234

② Tell the 2nd party on the conference.

C:1234:

3 Dial the 3rd party's station number.

Conf : 3456

④ Three-party conference conversation possible.

C:1234:3456

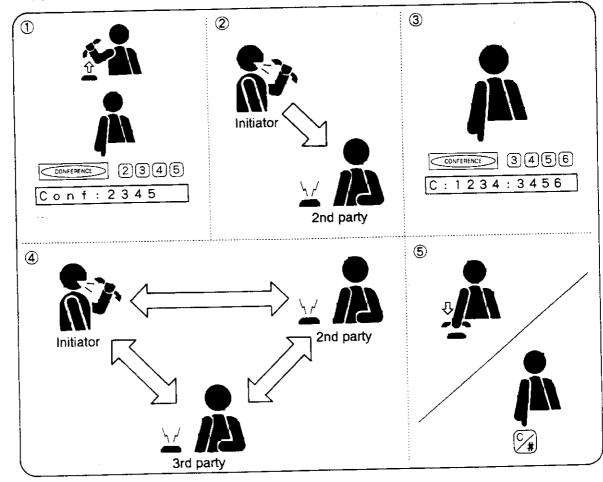
The conference is terminated if any one of participants (must be the control station) puts down his handset or presses C/# key.

[Note]: (1) Conference calls can also be initiated during regular station-to-station conversations by pressing CONFERENCE key and then dialing the third party. (In this event, the caller of the conversation must dial.)

If the conference began as a station-to-station conversation, the party first pressing the CONFERENCE key becomes the conference initiator.

(2) Only the third party can drop out of the conference if the conference initiator presses the key before the third party lifts handset.

(3) A call-in during conversation is displayed as C:1234:3456M.



## **SECTION 4. AUXILIARY FUNCTIONS AND OPERATING PRECAUTIONS**

# 4.1 Time Setting and Adjustment

#### (1) Time Setting

Press \* 4 X X Y Y PUSH TO TALK, displaying current time.

 $X : 00~23 \text{ (hour)} Y : 00~59 \text{ (minute)} PUSH TO TALK : Second synchronization}$  [24-hour mode only]

#### (2) 12-/24-hour Mode Switching

Current time can be displayed in either 12-hour or 24-hour mode. Entering \* 5 PUSH TO TALK automatically toggles between the two modes.

#### (3) Second Synchronization

#### [EXAMPLE]

**KEY OPERATION** 

#### DISPLAY

- 1) Enter \* 4 PUSH TO TALK
- 2 Press the PUSH TO TALK key.
- 3 Press the C/# key.

- 13:45:27 13:45:00
- A 1:45pm

Time display 13:45:27

Second display reset to "00".

Display returns to original time display mode.

Second count 0~29: Zero reset to same minute.

Second count 30~59: Zero reset to next minute.

[Note]: Zero reset can be performed as often as necessary with subsequent depressions of the PUSH TO TALK key.

# 4.2 Station Priority Registration and Calling

As described in "Section 2.2 (5) Sub-station Display Priorities" any one of three priorities ("Alarm", "Normal" and "Staff") can be assigned to each sub-station. Basically these priorities are determined at the time of system programing. However, the higher "Priority" level than "Alarm", "Normal" and "Staff" level can be temporarily registered at the control station assigned to the sub-stations its level is registered to.

# (1) Registration

KEY OPERATION

DISPLAY

PRIORITY (Enters into Registration Mode)
 1 2 3 4 (Sub-station number entry)
 Prio: 1234N
 PUSH TO TALK (Determination)

"Priority" level is registered.

[Note]: Registration will be completed one second after depression of PUSH TO TALK key, whether or not 7/4 key is depressed.

# (2) Cancellation

KEY OPERATION

DISPLAY

1 PRIORITY (Enters into Registration Mode)
2 1 2 3 4 (Sub-station number entry)
3 PUSH TO TALK (Determination)
Prio: 1234P

Originally designated priority level ("N") is resumed.

# (3) Reviewing the registered stations & call to them

KEY OPERATION

DISPLAY

1 PRIORITY Prio:
2 DISPLAY CALLS
3 DISPLAY CALLS
4 DISPLAY CALLS
Prio: 6789P

(Automatically connected to No.6789)

6 C/# (Exits to Normal Mode)

# 4.3 Time Signal

This function sounds a time signal either automatically at pre-programed times determined by one of two preset time schedules, or manually at any desired time.

# (1) Time Schedule Selection (Automatic output)

Select Schedule A, B, or Output Stop. The system is factory-preset to Output Stop.

1 \* 3 0 PUSH TO TALK (Output Stop)
2 \* 3 1 PUSH TO TALK (Schedule A)
3 \* 3 2 PUSH TO TALK (Schedule B)

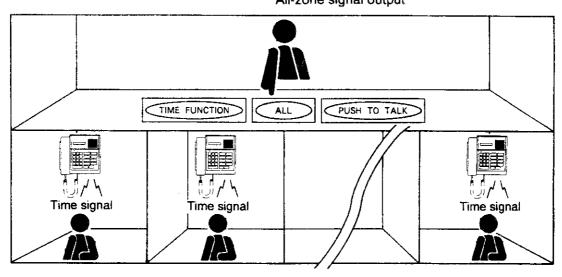
#### (2) Manual Output

Time signals can be manualy initiated.

#### (2.1) All-zone Output

- 1) Press the TIME FUNCTION key.
- 2 Press the ALL key.
- 3 Press the PUSH TO TALK key.

Time All A



#### (2.2) Zone Output

- 1) Press the TIME FUNCTION key.
- 2 Press the ZONE key.
- 3 Enter Zone No. (i.e. 2 4 6)

Time Z246 ∧

Signal output to designated zones 2, 4, and 6.

#### (2.3) Combination Zone Output

- ① Press the TIME FUNCTION key.
- ② Enter Combination Zone No. (i.e. 1
- 3 Press the PUSH TO TALK key.

2 3) Time C123 A

Signal output to designated Combination Zones 1, 2, and 3.

#### (2.4) Sub-Station Output

- 1 Press the TIME FUNCTION key.
- 2 Enter Sub-station No. (Max. 10: i.e. 2
- 3 Press the PUSH TO TALK key.

0 0 1 2 0 0 2) Time S2002 A

Signal output to designated Sub-stations No.2001 and No.2002.

#### (2.5) Confirmation and re-output of registered programs

① Press the TIME FUNCTION key.

Designated signal output areas displayed. To check for other undisplayed output areas.

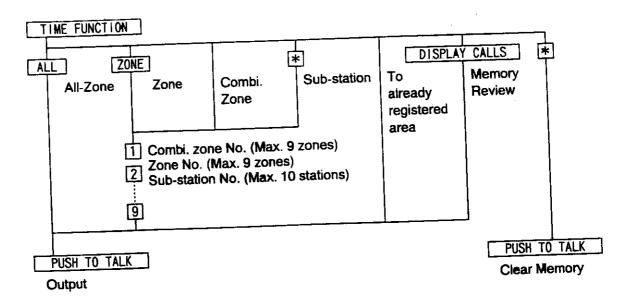
- ② Press the DISPLAY CALLS key.

  Other designated signal output areas are displayed with subsequent depressions of the DISPLAY CALLS key.
- ③ Next,

Press the PUSH TO TALK key.

Start signal output to designated areas.

# (3) Summary of Time Signal Manual Output Operation



## 4.4 Program Source Output

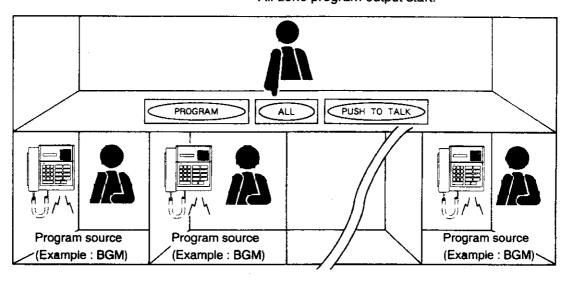
The IC-100 system can output program source material (such as back-ground music) to selected area.

#### (1) All-zone Output

#### (1.1) To initiate program source output,

- 1 Press the PROGRAM key.
- 2 Press the ALL key.
- 3 Press the PUSH TO TALK key.

Prog All All-zone program output start.



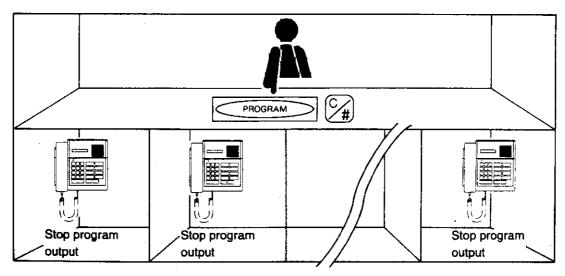
#### (1.2) To terminate program source output,

① Press the PROGRAM key.

Prog All
Output status display.
Prog All

② Press the C/# key.

All-zone program output stop.



# (2) Zone Output

(2.1) To ini	itiate program source output,	
	ess the PROGRAM key.	
_	ess the ZONE key.	
•	nter Zone No. (i.e. 2 4 6)	
	ress the PUSH TO TALK key.	Prog Z246 A
	program output to Zones 2, 4, and	6.
	program output to,	
(2.2) To te	erminate program source output,	
	ress the PROGRAM key.	Prog Z246
<b></b>		Output status display.
② Pr	ress the C/# key.	Prog Z246
<b>©</b> , .	1000 mio ( <u>67 m</u> ) my	Stop program output to Zones 2, 4, and 6.
(3) Combina	ation Zone Output	
	nitiate program source output,	
	ress the PROGRAM key.	1 (a) (a)
	nter Combination Zone No. (i.e. 1	
<b>3</b> P	ress the PUSH TO TALK key.	Prog C123 A
		Start program output to Combination Zones 1, 2,
		and 3.
	erminate program source output	
① P	Press the PROGRAM key.	Prog C123
		Output status display.
② F	Press the C/# key.	Prog C123
		Stop program output to Combination Zones 1, 2,
		and 3.
	_	
(4) Sub-sta	tion Output	
_		
, ,	initiate program source output,	
	Press the PROGRAM key.	
	Press the key.	
	Enter Sub-station No. (Max. 10: i.e.	2 0 0 1 2 0 0 2)
<b>4</b> F	Press the PUSH TO TALK key.	Prog S2002
		Start program output to Sub-stations No.2001 and
		No.2002.
` '	terminate program source outpu	
(1)	Press the PROGRAM key.	Prog S2002
_		Output status display.
2	Press the C/# key.	Prog S2002
		Stop program output to Sub-Stations No.2001 and
		No.2002.

# (5) Confirmation, Re-output and Output Stop of Registered Programs

①Press the PROGRAM key.

Designated program output areas displayed.
To check for other undisplayed output areas.
②Press the DISPLAY CALLS key.

Prog: Z1234

Prog: Z1234

Prog: Z1234

Prog: Z567

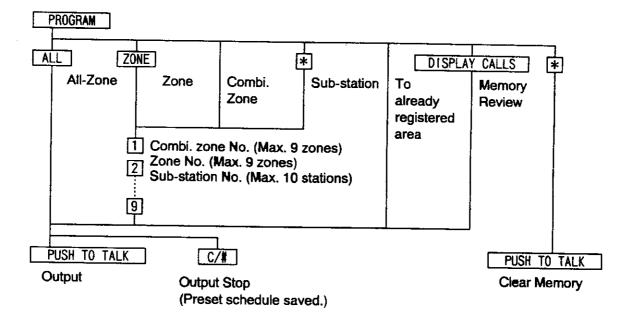
③Next,

Press the PUSH TO TALK key.

Start program source output to designated areas, or press C/# key.

Terminate the program source output.

# (6) Summary of Program Source Output Operation



# 4.5 Computer Connection

Connection of the exchange to a personal computer makes available the following functions. (For details, refer to the separate "IC-100 Computer Connection" manual.)

- (1) To facilitate system programing, various user-programable functions can be easily registered with a personal computer, and the registered data printed out.
- (2) Records of the most recent exchange operations can be printed out or shown on the computer display.
- (3) Station connections, disconnections, or dialing tests can be performed via the computer keyboard to assist system troubleshooting.
- (4) Messages entered at the computer keyboard can be shown on the connected AS-100 displays or any other external monitors.

# **SECTION 5. FUNCTION & OPERATION TABLES**

# **5.1 Dialing Operations**

# (1) Quick Reference to Dialing Operations

# (1.1) Room Station

Fu	nction	Operation	Remarks
Call Transmission	Call	CALL or lift handset  CALL for over 3 seconds	
Privacy	Call *3 Privacy	Press PRIVACY again	Privacy mode ON Privacy mode OFF

## (1.2) Control Station

Function	on	Operation	Remarks			
Calling/Response	Call	XXX XXXX XXXX	XXXX: 0000-9999			
	Response to Call	PTT or Lift handset				
	Selective Response	OISP •••• PTT  or  DISP •••• Lift handset				
Conversation Format	Simplex	Press PTT to talk. Release PTT to listen.				
	Duplex	Lift handset (Both stations OFF-HOOK)	(1)Control- to Sub-station (2)Sub-station to Sub-station			
		Lift handset (Either of Calling or Called Station OFF-HOOK)	Control- to Control Station			
Privacy	Registration	* *				
	Cancellation Response	Push any key or lift handset.				
Conference	Calling	CONF (XX)XX	Only available to handset stations.			
	Last Station Dropout	* (Before the last station lifts handset)	From staion that originated conference.			
	Termination	C/# or Replace handset	Can only be terminated from a participating control station.			

Function			Operation	Remarks		
Paging Emergency Paging		· · · · · ·	PAGE PAGE PAGE	Operation time interval: uder 0.5 sec. (PA/Station paging)		
		All-call paging	PAGE ALL PTT *2	(PA/Station paging)		
		Zone Paging	PAGE ZONE X X PTT *2 max.9 zones	X: Zone No.1-9		
		Combination Zone Paging	PAGE X ···· X PTT *2 max.9 zones	X: Combination zone No.1-9		
		Sub-staion Paging	PAGE * (X X) X X (X X) X X PTT *2 max. 10 stations	(XX)XX: Sub-staion No. (00)00-(99)99		
Program Source	Output	All-zone Zone	PROG ALL PTT *2 PROG ZONE X •••• X PTT *2	X: Zone No.1-9		
Output		Combi. Zone	PROG X ····X PTT *2	X: Combination zone No.1-9		
Output		Sub-staion	PROG(X X)X X PTT *2	(X X) X X: Sub-staion No. (00)00-(99)99		
	Output Stop		PROG C/#			
	Individua	al Output Stop	C/#			
Time Signal	Manuat Output	All-zone Zone Combi. Zone Sub-staion	TIME ALL PTT *2 TIME ZONE X ···· X PTT *2 TIME X ···· X PTT *2 TIME (X X) X X ···· PTT *2	X: Zone No.1-9 X: Combination zone No.1-9 (X X) X X: Sub-staion No.		
	Schedul	e Selection *1	*3X PTT (Conf.Tone)	(00)00-(99)99 X: 0(Output stop)		
		<u> </u>		1(A), 2(B)		
Outside C/O Line *3	Calling		TEL X ···· X	X : Telephone No.		
	Receiving		Lift handset			
	Call Tra	nsfer	PTT (X X)X X Cail hold  C/# or Replace handset	(XX)XX: Station No. to be transferred to		
	Call Re-connection		PTT (X X)X X Call hold  * or Replace the third party's handset			
Internal Line	Call Transfer		(XX)XXCall hold  C/# or Replace handset	(XX)XX: Station No. to be transferred to		
	Call Re-	connection	(XX)XXCall hold  * or Replace the third party's handset			

Function		Operation	Remarks			
Call Forwarding	Registration	*6(XX)XX(Conf. Tone)	(XX)XX: Station No. to be transferred to			
	Cancellation	*6(X X)X X(Conf. Tone)	(XX)XX: Originally assigned station No.			
Speed Dialing *3	Single-digit Dialing	X	X: Designated No. Y: User programable No.(0-9)			
	2-digit Dialing	XY	Z: No. to be registered (max.32 digits)			
	Registration	* 7 X (Y) Z •••• Z PTT (Conf.Tone)				
I	Redialing	REDIAL	Max. 24 digits can be redialed.			
Duress	Operation	Take handset off for over 6 seconds				
Alarm *3	Cancellation	C/# and Replace handset				
Time Setting	Time Setting	* 4 H H M M PTT (Conf.Tone)	HH: 00-23(Hour) MM: 00-59(Minute)			
and Adjustment *1	12-/24-hour Mode Switching	* 5 PTT (Conf.Tone)	Toggles between 12-hour and 24-hour modes.			
	Second Synchronization	* 4 PTT PTT (Reset to "00")	1-30 sec: Zero reset to same minute.			
		C/# (Initial status display)	31-59 sec: Zero reset to next minute.			
Priority *1	Registration	PRIO (X X)X X PTT (Conf.Tone)	X: Sub-station No. Only possible at control station assigned to "Priority" sub-station.			
	Confirmation/Call	PRIO DISP (Registration confirmation) PTT (Call)	Toggles between "priority" and originally designated priority.			

[Note]: (1) \*1 : Only possible with the "Unrestricted" control station.

\*2 : PUSH TO TALK or Lift handset.

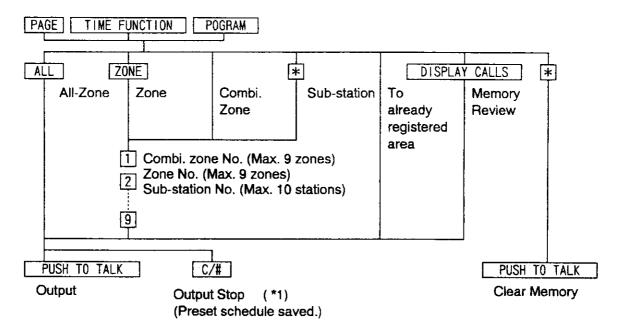
(2) Some keys and words are abbreviated in this reference list.

TIME : TIME FUNCTION key
PRIO : PRIORITY key
Conf. Tone : Confirmation Tone

(3) \*3 : Selectable function.

#### (2) Transmission Area Registration

#### [PAGING] [TIME SIGNAL MANUAL OUTPUT] [PROGRAM SOURCE OUTPUT]



(\*1) : Only available for "Program Source Output" function.

## 5.2 Priority Order

The IC-100 systém has two separate priority orders: (1) Broadcast/conversation priority and (2) Call display priority.

## (1) Broadcast/Conversation Priority

- (1.1) Higher priority functions such as paging or time signal can override lower priority broadcasts or conversations.
- (1.2) The interrupted broadcast or conversation is resumed upon completion of higher priority function override.
- (1.3) Broadcasts or conversations overridden by Emergency All-call Paging are not resumed.
- (1.4) Conversation cannot be overridden by regular or emergency calls from a sub-station.
- (1.5) Handsfree conversation is not possible when a sub-station is calling. Waiting calls are received in the handsfree mode when the current sub-station conversation is terminated.

#### <Broadcast and Conversation Priority List>

- (1) Outside C/O line call
- (2) Emergency all-call paging \*1
- (3) Emergency call
- (4) Duress alarm
- (5) Time signal \*2
- (6) All-call paging \*2
- (7) Zone/Comibnation zone/Sub-station paging \*2
- (8) Conversation
- (9) Program output
- \*1. Overridden lower priority functions not restored, even after function completion.
- \*2. Overridden lower priority functions restored after function completion.

#### (2) Call Display Priority

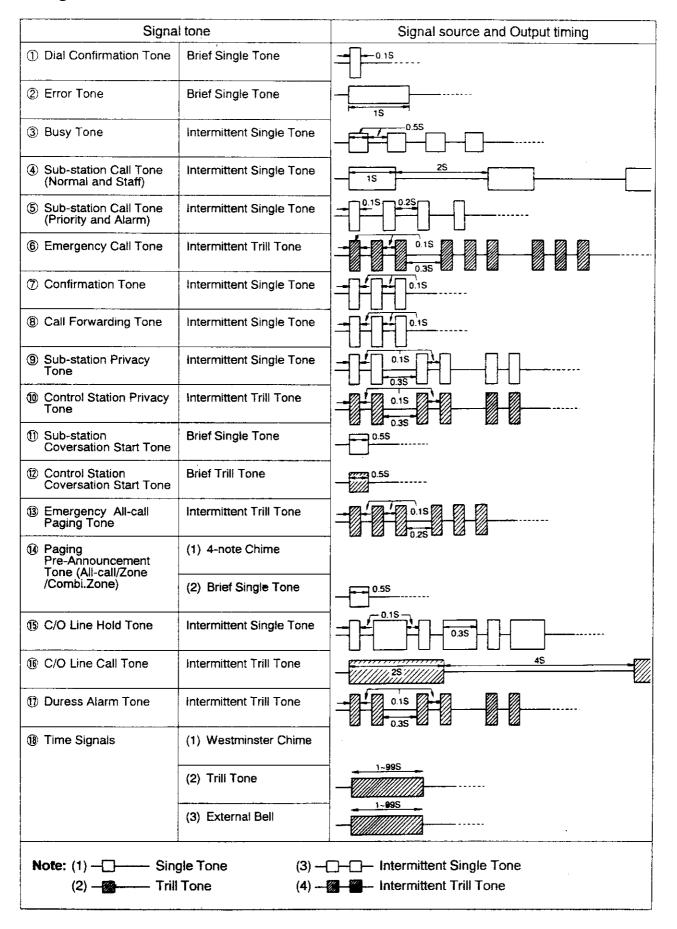
- (2.1) The numbers of all stations calling an unused station are displayed in priority order, with those having the same priority shown on a first-come-first-served basis.
- (2.2) With subsequent depressions of DISPLAY CALLS key, lower priority waiting stations can be displayed.
- (2.3) Current conversations or received broadcasts are not overridden by incoming station calls, which are displayed in priority order. To answer, the conversation or broadcast must first be terminated.

#### <Call Display Priority List>

- (1) Emergency all-call paging
- (2) Emergency call
- (3) Duress alarm
- (4) Outside C/O line call
- (5) Priority sub-station call
- (6) Alarm priority sub-station call
- (7) Normal priority sub-station call
- (8) Staff priority sub-station call
- (9) Control station call

Emerg. Page
1234 Emerg.
5678 Duress
C/O Line
1234P
2345A
3456N
4567S
5678

# 5.3 Signal Tones



# 5.4 Operation Display Examples

#### (1) Reception

1 1234N M 2 1234N M 3 1234N 4 1234N:2345N

Connect to No.1234.
No.2345 calling durin

No.1234 calling.

Other stations calling.

5 1234N:2345NM

No.2345 calling during conversation with No.1234.

Other stations besides No.2345 calling during conversation with No.1234.

⑥ 3456 Emerg.

|3456 Emerg.E|

- (1) Emergency call from No.3456.
- (2) Connect to No.3456.
- (3) Emergency call from No.3456 during conversation with No.1234.
- (1) Emergency calls from No.3456 and other sub-stations.
  - (2) Another emergency call made during conversation with No.3456.
  - (3) Emergency call from No.3456 and duress alarm from other control station.

8 3456N:4567E9 3456N:4567EE

Emergency call from No.4567 during conversation with No.3456. (\*1) Emergency call from No.4567 and other station during conversation with No.3456. (\*1)

- 10 C/0 Line
- (1) Call from C/O line.
- (2) Conversation with C/O line.
- (3) Call from C/O line during conversation with internal line.
  - (1) Calls from both C/O and internal lines.
  - (2) Call from internal line during conversation with C/O line.

Duress alarm from No.5678 control station.

ressE Duress alarm from No.5678 and other control station.

5678 Duress
 5678 DuressE
 Emerg. Page

C/O Line

- Emergency all-call paging during emergency call or duress alarm. (Emergency call or duress alarm is displayed upon emergency all-call paging completion.)
- (2) Emergency call or duress alarm entry during emergency all-call paging. (neither emergency call nor duress alarm can be accepted during emergency all-call paging. In such a case, operate from the beginning.)
- (\*1) Initial display after confirming undisplayed waiting stations with the DISPLAY CALLS key.
- [Note]: (1) The suffix "M" indicates other waiting stations, which can be displayed with subsequent depressions of the DISPLAY CALLS key.
  - (2) The suffix "E" indicates waiting emergency calls or duress alarm, which can be displayed with subsequent depressions of the DISPLAY CALLS key.

#### (2) Transmission

1	Emerg. Page
2	Page All,
3	Page Z246
4	Page C123
(5)	Page S1234
<b>6</b>	Time Z246
7	Prog Z246
8	Tel:0797712
9	2345N
10	C:1234:2345
$\odot$	1 2 3 4 → 2 3 4 5
12	Off-Hook

Emergency all-call paging

All-call paging

Zone paging

Combination zone paging

Sub-station paging

Manually activated time signal

Program output

Outside C/O line calling

Internal calling

Conference calling

Call forwarding from No.1234 to No.2345

Duress alarm

#### (3) Miscellaneous

1	P	r	i	0	:		1	2	3	4	Р	
2	X	f	е	r	r	е	d	:	2	3	4	5

"Priority" station registration.

Call forwarding registration.

# 5.5 Note on Operation

#### (1) Emergency Call

- (1.1) when a control station simultaneously receives more than two regular sub-station calls while paging is being established in the system, the regular calls can be converted into emergency calls.
- (1.2) Answering an incoming emergency call to a control station by pressing its PUSH TO TALK key or lifting its handset while paging is being established in the system can terminate current conversations and paging, including those at other stations.

#### (2) Paging

(2.1) No paging call can be made from any control station when there are more than two simultaneous incoming sub-station calls to a control station.