



# User Guide

## Setting Ring Mode

### Activating Day/Night mode on your telephone system

Depending on how your phone system is programmed, incoming ring assignments, as well as auto-attendant greetings can be changed by changing the Ring Mode via the Operator's phone. This must be done at the Operator/Attendant's phone, which is often x100.

This feature is usually used if you have set a voicemail up for out of hours.

1. To change the Ring Mode manually:
2. Press the DND Button
3. Dial 1-5 (1: Day Mode, 2: Night Mode, 3: Timed Mode, 4: Auto Service mode, 5: Scenario Mode)
4. Press the [Hold/Save] button.

### Example

**Below are the most common**

**Activate night mode**

Press DND, Press 2, Press Hold/Save

**Activate day mode**

Press DND, Press 1, Press Hold/Save

