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| **Time Change** |  |  |

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| **Changing the time on a Toshiba DK Telephone System1. Leave handset on hook and press DN2. Dial #6523. Enter the time as HHMMSS in 24 hour time format (HH=hours, MM=minutes, SS=seconds)-For example if the time is 6:05 a.m. you would enter 0605004. Press the redial button located center bottom of dialing pad for DK 96-280-424 / Press # for DK 40/40i5. Press the SPKR button located far left of dialing padChanging the time on a Toshiba CTX/CIX System1. Dial #652 you will hear a confirmation tone2. Enter the time as HHMMSS in 24 hour time format (HH=hours, MM=minutes, SS=seconds)- For example if the time is 6:05 a.m. you would enter 0605003. Press # to save the new information. You will hear a confirmation tone.4. Press the SPKR buttonStratagy Voice Mail Administration1. From your desk dial voice mail pilot extension - usually 5002. When the security code prompt plays press the # key3. Press the \* key and then enter 999 followed by the # key4. Enter the security code - if you do not know this code contact your system administrator or a Telephone Support Systems representative5. Select option 8 for System Administration6. Follow the prompts to:- To set the data/time- option 6**For additional help please call us at 249-248-0000 (Michigan) or 239-561-0090 (Florida) |