

TOSHIBA TIME AND DATE CHANGE

TO SET THE TIME

This operation is possible for the Administrator station or attendant console.

This is usually extension 10,100,200, etc

While the handset is down (phone idle)

- ⌚ Press **Intercom + Pound key (#) + 652**
 - ⌚ Enter the time (military format) **HHMMSS**
 - ⌚ Press the **Pound key (#)**
 - ⌚ Press **Speaker**
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TO SET THE DATE

This operation is possible for the Administrator station or attendant console.

This is usually extension 10,100,200 etc.

While the handset is down (phone idle)

- 📅 Press **Intercom + Pound key (#) + 651**
 - 📅 Enter the date (**YYMMDD**)
 - 📅 Press the **Pound key (#)**
 - 📅 Press **Speaker**
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TO SET THE DAY OF THE WEEK

This operation is possible or Administrator station or attendant console

This is usually extension 10,100,200, etc

While the handset is down (phone idle)

- ❖ Press **Intercom + Pound key (#) + 653**
- ❖ Enter the number which corresponds to the appropriate day of the week:
 - 1 = Sunday
 - 2 = Monday
 - 3 = Tuesday
 - 4 = Wednesday
 - 5 = Thursday
 - 6 = Friday
 - 7 = Sunday
- ❖ Press **Pound (#)**
- ❖ Press **Speaker**