

## Changing the Time on Your Phone System

### **NEC SV8100:**

Press Speaker,  
Dial 728,  
Dial 2 digits for the hour (24 hour clock, 13=1:00 pm)  
Dial 2 digits for the minutes (00-59)  
Press Speaker to save and hang up.

**AVAYA IP Office:** Automatic update from Voice Mail PC

### **Vodavi: XTS, STS, DVX:**

Dial 692 from ext. 100 or Operators phone  
Dial 2 digits for year  
Dial 2 digits for month  
Dial 2 digits for day  
Dial hour  
Dial minutes

#### **Voice Mail:**

Press Voice Mail System key  
Enter password  
Dial 7  
Dial 2275 (password)  
Dial 8  
Dial 4  
Enter new date & time  
Dial # to confirm

### **STS: Voice Mail**

Press Voice Mail System key  
Dial \*, #  
Dial mailbox #, 0,0  
Dial 9#56 for the access code  
Dial 4  
Dial 2  
Enter new date & time (HH:MM)  
Dial \* until exited from the system

### **Vertical: SBX:**

Press Trans/Pgm from operator phone  
Dial 04  
Dial 1 to change date & time  
Enter date (MM/DD/YY)  
Press Hold/Save  
Enter time (HH/MM) in military time  
Press Hold/Save