

quick start guide

25205

RCA
ViSYS™



www.rca4business.com

For Customer Assistance
call 1-800-511-3180

RCA is a trademark of RCA Trademark Management S.A., used under license.

Button Layout



Easy to Navigate Menu's

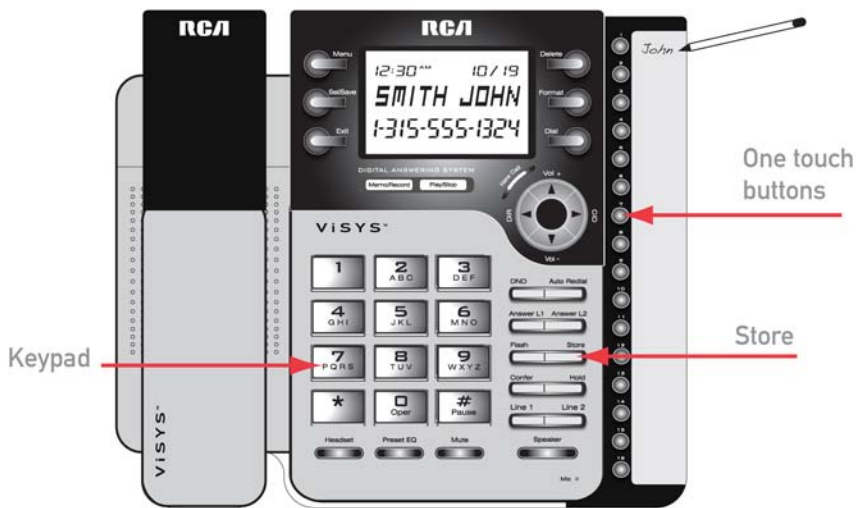
1. Use **menu** to access the menu.
2. Use the up and down volume buttons to move the arrow in the menus.
3. Use **sel/save** to enter submenus and to save settings.
4. Use **exit** to go back one menu level.



Note: The DIR and CID buttons on the left and right are also used in menus to switch between some options.

Storing Phone Numbers

1. To make a one touch dial press **Store**.
2. Enter the phone number and press **Store**.
3. Use the keypad to enter the name for this contact. This is done the same way names can be entered into cell phones. Press **Store**.
4. Press the one touch button to be programmed.



Digital Answering System

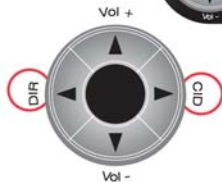
1. To personalize, press **Menu**.
2. Go down to answering sys. and press **Sel/Save**.

MAIN MENU
→ ANSWERING SYSTEM $\Delta \nabla$



3. Go down to OGA RECORD and press **Sel/Save**.

ANSWERING SYSTEM
→ OGA RECORD $\Delta \nabla$

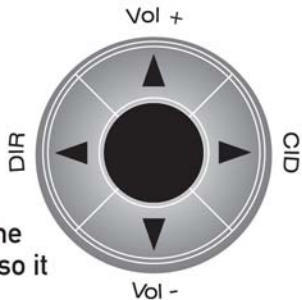


4. Press **Sel/Save** again and record your message for line 1.
5. Press **Sel/Save** when done. Your message will be played back to you.
6. If line 2 needs a message, press CID or DIR to switch the selection to line 2. Then record the message for line 2.
7. Press **EXIT** to continue.

8. Go down to CONFIG OGA and press **Sel/Save**.

ANSWERING SYSTEM
→ CONFIG OGA Δ

9. Use the down button once so it says **"PERSONAL"**. If you recorded a message for line 2 press the CID or DIR buttons to switch the selected line. Then use the down button once so it displays **"PERSONAL"** there.



10. Press **Sel/Save** when you have changed the settings. The phone will save your settings.
11. Press and hold down the Answer L1 button to activate the answering system for line 1.
12. Press and hold down the Answer L2 button to activate the answering system for line 2.

To listen to messages press the Play/Stop button.

Additional features for the answering system can be found in the manual starting on page 18. Another section with information about the answering system starts on page 31.