



LAKE COUNTY
FLORIDA

Norstar Key System User Guide

Telecommunications 343-9897 or telecommunications@lakecountyfl.gov
phones.lakecountyfl.gov

- Button Inquiry** - Allows you to check what is on any button
[Feature] [*] [0]
- Call Forward** - Forwards your calls to another phone within the system
[Feature] [4]
[Feature] [#] [4] to cancel
- Contrast Adjustment** - Allows you to adjust the contrast on phone display
[Feature] [*] [7] Then press 1,2,3, or 4 to adjust, and press [Feature] to set
- Last Number Redial** - Redials the last outside number that you dialed
[Feature] [5]
- Programming Features** - Programs a memory button to activate or deactivate a feature.
[Feature] [*] [3]
- Ring Type** - Select a ring to distinguish your phone.
[Feature] [*] [6]
- Saved Number Redial** - Saves the number on the display for later use.
[FEATURE] [6] [7]
- Ring Volume** - Adjust the ring volume of the phone
[FEATURE] [*] [8] [0]
[FEATURE] [#] [1] cancel
- Call Pickup** - Pickup another phone within your pickup group
[Feature] [7] [5]
- Message Send** - Send a message to a co-worker's display
[FEATURE] [1]
- Transfer** - Allows you to transfer a call to another phone
[FEATURE] [7] [0]
- Message Reply** - Call back a co-worker who sent you a message.
[FEATURE] [6] [5]
[FEATURE] [#] [6] [5]
-to cancel
- Conference** - Allows you to set up a three-person call
[Feature] [3]
- Erasing Memory Buttons** - To clear button's current programming
[FEATURE] [*] [1], then the button you wish to clear. Press [HOLD] to erase button.
- Mail Boxes** - The following only applies to systems with Voicemail.
- Open Mailbox Feature Code** - Open Mailbox Feature Code - To open personal mailboxes.
[FEATURE] [9] [8] [1], press 1 plus extension number
- Transfer Caller to Mailbox** - Press Transfer feature code memory button , then enter mailbox. Set Transfer feature code to a memory button first.
[FEATURE] [9] [8] [6] programmed to a memory button