Panasonic

Quick Reference Guide

Thank you for purchasing this Panasonic product.
Please read this manual carefully before using this product and save this manual for future use.

IMPORTANT NOTICE:
Under power failure conditions, this telephone may not operate. Please ensure that a separate telephone, not dependent on local power, is available for use in an emergency.

Note
• In this manual, the suffix of each model number is omitted.

• The illustrations may differ from the appearance of the actual product.

• For details, refer to the instructions for analogue proprietary telephones (such as the KX-T7700 series) in the Main Unit/PBX Manuals.

Important Information

For Users in the European Countries

This product is intended to be connected to Panasonic KX series PBX only.
For information of Compliance with EU relevant Regulatory Directives,
Contact to Authorized Representative:
Panasonic Testing Centre
Panasonic Marketing Europe GmbH
Winsbergring 15, 22525 Hamburg, Germany

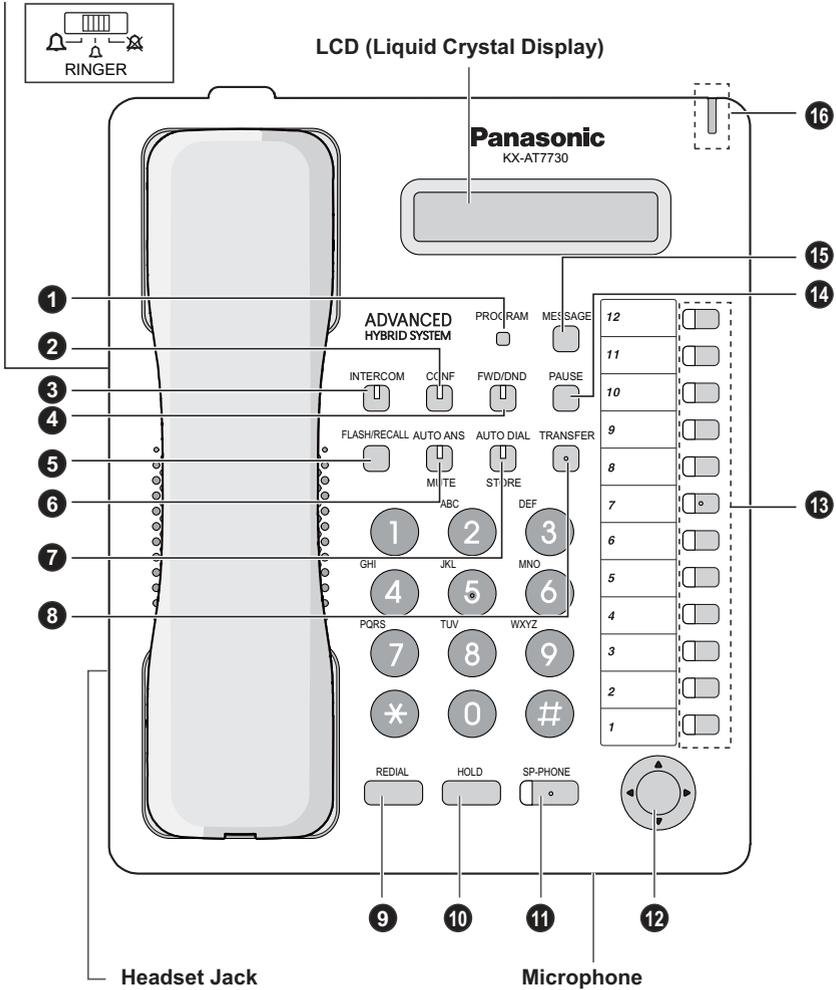## For Users in the United Kingdom

- This unit is capable of being used in conjunction with hearing aids fitted with inductive coil pick-ups. The handset should be held as for normal conversation. For operation, the hearing aid should be set to its "T" position or as directed in the operating instructions for the hearing aid.

- This unit is designed to aid the visually handicapped to locate dial keys and buttons.

- This unit is designed to be installed under controlled conditions of ambient temperature and a relative humidity.

- Avoid installing the unit in damp or humid environments, such as bathrooms or swimming pools.

- 999 and 112 can be dialed on the product after accessing the outside line for the purpose of making outgoing calls to the BT emergency (999) and (112) services.

Location of Controls

RINGER Volume Selector

LCD (Liquid Crystal Display)

Panasonic
KX-AT7730

ADVANCED
HYBRID SYSTEM

PROGRAM
MESSAGE
INTERCOM   CONF   FWD/DND   PAUSE
FLASH/RECALL   AUTO ANS   AUTO DIAL   TRANSFER
MUTE   STORE

REDIAL   HOLD   SP-PHONE

Headset Jack

Microphone

* The headsets can be used with this unit. (Not all operations with the headsets can be guaranteed.)
For up-to-date information about headsets that have been tested with this unit, refer to the following web sites:
https://panasonic.net/cns/pcc/support/pbx/

Location of Controls

1 **PROGRAM:** Used to enter and exit the programming mode.

2 **CONF (Conference):** Used to establish a multiple party conversation.

3 **INTERCOM:** Used to make or receive intercom calls.

4 **FWD/DND (Call Forwarding/Do Not Disturb):** Used to perform Call Forwarding or Do Not Disturb.

5 **FLASH/RECALL:** Used to disconnect the current call and make another call without hanging up.

6 **AUTO ANS (Auto Answer):** Used to receive an incoming call in the hands-free mode.

MUTE: Used to mute the microphone during a conversation.

7 **AUTO DIAL/STORE:** Used for speed dialing or storing program changes.

8 **TRANSFER:** Used to transfer a call to another party.

9 **REDIAL (ordinarily):** Used to redial.

10 **HOLD:** Used to place a call on hold.

11 **SP-PHONE (Speaker Phone):** Used for the hands-free operation.

12 **Navigator Key:** Used to adjust the volume and the display contrast or select desired items for each function.

13 **Flexible Outside (CO) Line Button:** Used to make or receive an outside call. Pressing this button seizes an idle outside line automatically. (Button assignment is required.) Also used as the desired function buttons. (Button assignment is required.)

14 **PAUSE:** Used to insert a pause during dialing.

15 **MESSAGE:** Used to leave a message waiting indication or call back the party who left the message waiting indication.

16 **Message/Ringer Lamp:** The Message/Ringer lamp informs you visually that you have a message or a call.
  - When you receive a call, the lamp flashes depending on the ringing pattern. When someone has left you a message, the lamp is lit continuously.
  - When the ringing pattern is set to Single (Slow flash), Double (Moderate flash), or Triple (Rapid flash) in your PBX, the lamp flashes. When the other ringing patterns are set in your PBX, the lamp may not flash. (e.g., S-Double, Call Waiting Tone1).

Initial Settings

◆ *Speaker volume* *

While in on-hook or during a conversation

SP-PHONE

Press **SP-PHONE.**   Press **Up** or **Down.**

◆ *Handset/Headset volume* *

While using a handset or headset

Press **Up** or **Down.**

◆ *Ringer volume*

While in on-hook or receiving a call

RINGER

Slide the lever of the **RINGER** Volume Selector
to the desired setting (**HIGH/LOW/OFF**).

◆ *Display contrast* *

While in on-hook or receiving a call

Press **Left** or **Right.**

* The above settings may return to default settings if the telephone line cord is
disconnected or the main unit's power is interrupted.

Features List

 Outside (CO) Line button   Off-hook   On-hook   Feature number   Talk

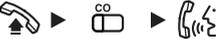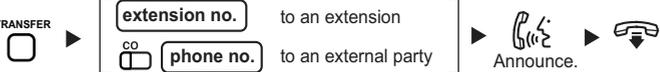| Desired Function	Operation
Making Calls	
Calling	**To an extension** 🕿 ► `extension no.` ► 📞 **To an external party** 🕿 ► CO ► `phone no.` ► 📞
Redial	🕿 ► REDIAL ► 📞
One-touch Dialing	**To program** PROGRAM ☐ ► CO ► `2` `phone no.` ► AUTO DIAL/STORE ► PROGRAM ☐ **To dial** 🕿 ► CO – assigned as a One-touch dialing button ► 📞
Calling an operator	🕿 ► `0` ► 📞
Personal Speed Dialing	**To set** 🕿 ► `2` `✻` / `✻` `3` `0` ☐ KX-TE Series ☐ KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/KX-NCP/KX-NSX Series (Check the type of your Main Unit.) ► `Personal speed dial no.` ► ► `desired no.` ► `#` ► 📞 **To dial** 🕿 ► `#` / AUTO DIAL/STORE ► `✻` ☐ KX-TE Series ☐ KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/KX-NCP/KX-NSX Series (Check the type of your Main Unit.) ► `Personal speed dial no.` ► 📞
System Speed Dialing	**To dial** 🕿 ► AUTO DIAL/STORE ► `System speed dial no.` ► 📞

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Desired Function	Operation
Receiving Calls	

Receiving Calls

Hands-free answerback

While on-hook

AUTO ANS / MUTE button

Picking up a call

(lift handset) ▶

Directed

[4] ▶ [extension no.] □ KX-TE Series

[✱][4][1] ▶ [extension no.] □ KX-TDA (excl. KX-TDA100D)/ KX-TDE/KX-NS/ KX-NCP/KX-NSX Series

Group

[4][0] □ KX-TE Series

[✱][4][0] ▶ [group no.] □ KX-TDA (excl. KX-TDA100D)/ KX-TDE/KX-NS/ KX-NCP/KX-NSX Series

(Check the type of your Main Unit.) ▶

When the Dialed Extension is Busy/No Answer

Automatic Callback Busy

To set
While hearing a busy tone
[6] ▶ (on-hook)

To answer
If you hear callback ringing
(lift handset)

Message Waiting

Sender

To leave a notification
MESSAGE ▶ (on-hook)

To cancel a notification
(lift handset) ▶

□ KX-TE Series
[extension no.] ▶ MESSAGE ▶ MESSAGE

□ KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/ KX-NCP/KX-NSX Series
[✱][7][0][0] ▶ [extension no.]

(Check the type of your Main Unit.) ▶ (on-hook)

Receiver

To call back
(lift handset) ▶ MESSAGE ▶ (ringing)

To clear all notifications
(lift handset) ▶

□ KX-TE Series
[7][0][0] ▶ [#]

□ KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/ KX-NCP/KX-NSX Series
[✱][7][0][0] ▶ [receiver's extension no.]

(Check the type of your Main Unit.) ▶ (on-hook)

Features List

Desired Function	Operation	
	When the Dialed Extension is Busy/No Answer	
Call Waiting	Sender	*While hearing a busy tone* [2] ☐ KX-TE Series [1] ☐ KX-TDA (excl. KX-TDA100D)/ KX-TDE/KX-NS/ KX-NCP/KX-NSX Series ▶ Wait for an answer. ▶ 📞 (Check the type of your Main Unit.)
	Receiver	📞 ▶ ┌─────────────────────────────────────┐ ☐ KX-TE Series **For outside calls** [7] [3] [1] [1] [#] Set [7] [3] [1] [0] [#] Cancel **For intercom calls/doorphone calls** [7] [3] [2] [1] [#] Set [7] [3] [2] [0] [#] Cancel ☐ KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/ KX-NCP/KX-NSX Series **For outside calls** [✳] [7] [3] [2] [1] Set [✳] [7] [3] [2] [0] Cancel **For intercom calls** [✳] [7] [3] [1] [1] Set [✳] [7] [3] [1] [0] Cancel (Check the type of your Main Unit.) └─────────────────────────────────────┘ ▶ 📞
		To talk to the new party *(While hearing the Call Waiting tone)* **Terminating a current status** | **Holding a current status (outside call)** 📞 ▶ 📞 ▶ 📞 | [HOLD] ▶ [CO] / [INTERCOM] ▶ 📞 | **Holding a current status (extension)** | [HOLD] ▶ 📞

Features List

Desired Function	Operation
During a Conversation	
Holding a call	**Holding** ▶ HOLD ▶ 📞 **To retrieve a call at the holding extension** ▶ 📞 ▶ CO / INTERCOM ▶ 📞 **To retrieve an outside call from another extension** ▶ 📞 ▶ CO ▶ 📞
Holding a call exclusively	**Holding** HOLD ▶ HOLD ▶ 📞 **To retrieve a call on exclusive hold** 📞 ▶ CO / INTERCOM ▶ 📞
Transferring a call	TRANSFER ▶ [extension no.] to an extension / CO [phone no.] to an external party ▶ 📞 Announce. ▶ 📞
Useful Features	
Paging	**To page** ☐ KX-TE Series **All extensions** 3 3 0 **Group** 3 3 [group no.] **All external speakers** 3 4 **All extensions & external speakers** 3 3 ✳ ▶ 📞 Announce. ☐ KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/KX-NCP/KX-NSX Series 📞 ▶ ✳ 3 3 [group no.] ▶ 📞 Announce. You can make a voice announcement to extensions or external speakers or both in the preset group simultaneously. **To answer an announced page** **Through a telephone speaker** 4 3 ☐ KX-TE Series ✳ 4 3 ☐ KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/KX-NCP/KX-NSX Series ▶ 📞 (Check the type of your Main Unit.)
Three-party conference	CONF ▶ [third party's no.] ▶ 📞 ▶ CONF
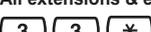
Features List

Desired Function	Operation
Useful Features	

Desired Function	Operation
Setting Absent Message	☎ ▶ [7] [5] ▶ [message no.] ☐ KX-TE Series [*] [7] [5] [0] ▶ [message no.] ☐ KX-TDA (excl. KX-TDA100D) KX-TDE/KX-NS/ KX-NCP/KX-NSX Series ▶ (Check the type of your Main Unit.) ▶ [parameter (if required)] ▶ [#] ▶ 📞
Forwarding a call	☐ KX-TE Series ☎ ▶ FWD/DND [🖱] **All calls** [1] ▶ [extension no.] **Busy/No answer** [2] ▶ [extension no.] **To an outside line** [3] ▶ [line access code] ▶ [phone no.] ▶ [#] ▶ 📞 **Follow Me** [5] ▶ [your extension no.] **Follow Me Cancel** [8] ▶ [your extension no.] **Cancel** [0] ☐ KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/KX-NCP/KX-NSX Series ☎ ▶ [*] [7] [1] [0] Both calls [1] Outside calls [2] Intercom calls ▶ **All calls** [2] ▶ [extension no.] ▶ [#] **Follow Me** [7] ▶ [your extension no.] **Busy** [3] ▶ [extension no.] ▶ [#] **Follow Me Cancel** [8] ▶ [your extension no.] **No answer** [4] ▶ [extension no.] ▶ [#] **Cancel** [0] ▶ 📞 **Busy/No answer** [5] ▶ [extension no.] ▶ [#] (Check the type of your Main Unit.)
Clearing the setting	☎ ▶ [7] [9] [#] ☐ KX-TE Series [*] [7] [9] [0] ☐ KX-TDA (excl. KX-TDA100D)/ KX-TDE/KX-NS/ KX-NCP/KX-NSX Series ▶ 📞 (Check the type of your Main Unit.)

Features List

Desired Function	Operation
Useful Features	

| Log-in/Log-out | KX-TE Series
7 3 6 0 # For Log-in
7 3 6 1 # For Log-out
KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/KX-NCP/KX-NSX Series
✱ 7 3 6 1 For Log-in
✱ 7 3 6 0 For Log-out
ICD Group* extension no. — Specified
✱ — All
* ICD Group: Incoming Call Distribution Group
(Check the type of your Main Unit.) |
| Do Not Disturb (DND) | KX-TE Series
FWD/DND — 4 Set / 0 Cancel — # —
KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/KX-NCP/KX-NSX Series
✱ 7 1 — 0 Both calls / 1 Outside calls / 2 Intercom calls — 1 Set / 0 Cancel —
(Check the type of your Main Unit.) |
| Locking your extension | KX-TE Series
7 7 lock code lock code ▶ # Lock
7 7 lock code ▶ # Unlock
KX-TDA (excl. KX-TDA100D)/KX-TDE/KX-NS/KX-NCP/KX-NSX Series
✱ 7 7 1 Lock
✱ 7 7 0 ▶ extension PIN* Unlock
* PIN: Personal Identification Number
(Check the type of your Main Unit.) |

* Consult your dealer for more details about the feature access numbers.

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Connection

Note

· Panasonic assumes no responsibility for injuries or property damage resulting from failures arising out of improper installation or operation inconsistent with this documentation.
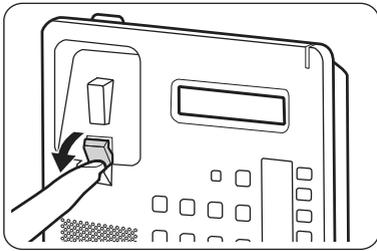
The telephone line cord (included)

To the main unit (**TO MAIN UNIT /PABX**)

Headset
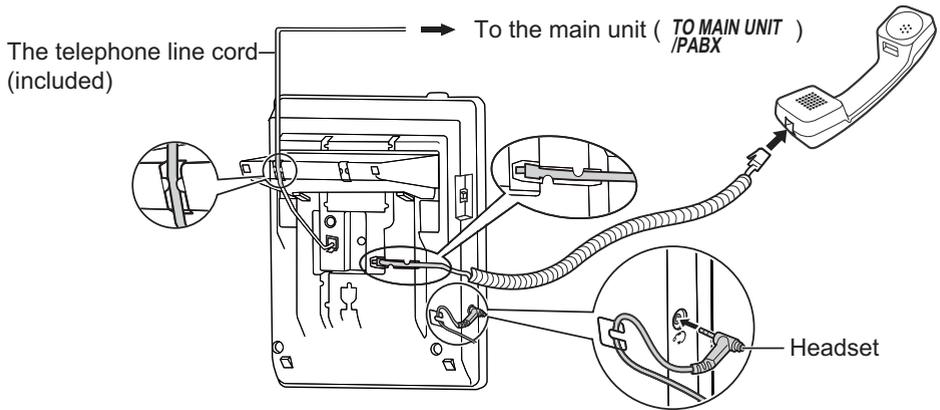
CAUTION
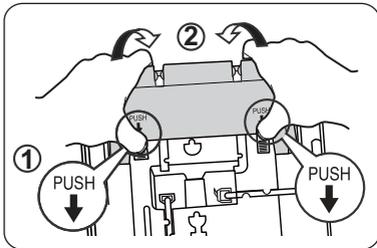Ensure the cord is inserted in the groove to prevent damage to the connector.
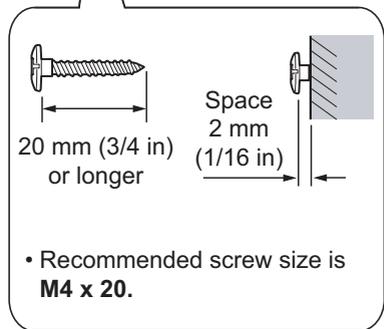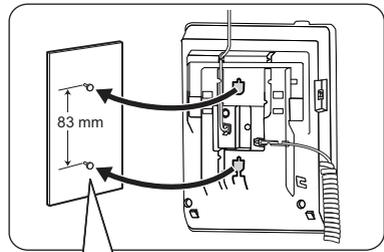
Wall Mounting

1 Pull down the handset hook until it locks, so the tab holds the handset.

2 Remove the attached stand.

3 Mount the unit on the wall.

83 mm

20 mm (3/4 in) or longer

Space 2 mm (1/16 in)

• Recommended screw size is **M4 x 20.**

To temporarily place the handset down during a conversation,
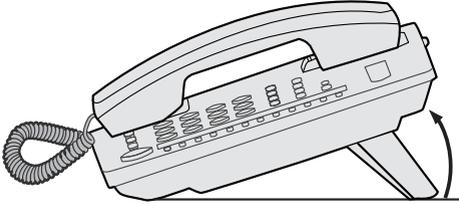hook it over the top edge of the phone as shown.
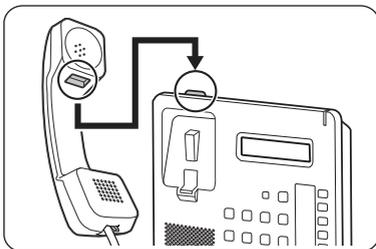
Note

The tilt angle of the unit can be adjusted.
To adjust the angle, attach the stand to the desired position.

<LOW>

<HIGH>