

### **IP Proprietary Telephone**

# **Quick Reference Guide**

### Model No. KX-NT265

# Important Information

#### When using the KX-NT265, keep the following conditions in mind.

- If the unit does not operate properly, disconnect the unit from the Ethernet<sup>®</sup> cable and then connect again.
- If you are having problems making calls, unplug the Ethernet cable and connect a known working IP Proprietary Telephone (IP-PT). If the known working IP-PT operates properly, have the defective IP-PT repaired by an authorized Panasonic Factory Servicenter.
   If the known working IP-PT does not operate properly, check the Hybrid IP-PBX and the Ethernet cable.
- Wipe the unit with a soft cloth. Do not clean the unit with abrasive powders or with chemical agents such as benzene or thinner.
- Use only the correct Panasonic handset.
- Do not disassemble this unit. Dangerous electrical shock could result. The unit must only be disassembled and repaired by qualified service technicians.
- If damage to the unit exposes any internal parts, immediately disconnect the cable or cord. If the power is supplied from the network to the IP-PT [Power-over-Ethernet], disconnect the Ethernet cable. Otherwise, disconnect the AC adaptor cord. Then return this unit to a servicenter.
- Never attempt to insert wires, pins, etc. into the vents or other holes of this unit.

#### WARNING:

TO PREVENT POSSIBLE FIRE OR ELECTRIC SHOCK, DO NOT EXPOSE THIS UNIT TO RAIN OR MOISTURE. THIS HANDSET EARPIECE IS MAGNETIZED AND MAY RETAIN SMALL FERROUS OBJECTS.

UNPLUG THIS UNIT FROM POWER OUTLET/THE ETHERNET CABLE IF IT EMITS SMOKE, AN ABNORMAL SMELL OR MAKES UNUSUAL NOISE. THESE CONDITIONS CAN CAUSE FIRE OR ELECTRIC SHOCK. CONFIRM THAT

SMOKE HAS STOPPED AND CONTACT AN AUTHORIZED SERVICENTER.

#### **IMPORTANT NOTICE:**

- Under power failure conditions, the IP-PT may not operate. Please ensure that a separate telephone, not dependent on local power, is available for use in remote sites in case of emergency.
- For information regarding network setup of the IP-PT such as IP address, please refer to the Installation Manual for the Panasonic Hybrid IP-PBX.
- If an error message is shown on your display consult the network administrator.
- The firmware of the KX-NT265 is protected by copyright laws and international treaty provisions, and all other applicable laws. It cannot be reverse engineered, decompiled or disassembled.

Please read other important information on pages 13-15 before use.

Incoming Call Distribution Group button       Incoming Call Distribution Group button		
C. Tone Confirmation To	one Ringback Tone Ringback Tone	
Feature	Operation	
Making Calls		
Calling	To an extension $ \begin{array}{c} \text{To an extension} \\ \text{extension no.} \end{array} \models \int_{\mathbb{C}} (t_{1} \xi) \\ \text{for all } f(t_{2} \xi) \\ for al$	
Redial		
Quick Dialing	$ (i') \vdash (uick dial no.) \vdash (i') \vdash (i')$	
One-touch Dialing	To store       PROGRAM       Image: Autro Dial logical state in the stat	
Operator Call		
Personal Speed Dialing	To store $\begin{array}{c} & & & \\$	
System Speed Dialing	To dial AUTO DIAL Store Store System speed dial no. (3 digits) $\blacktriangleright$	
Doorphone Call	★ $ \times $ $ \times $ $ 1 $ $ + $ $ doorphone no. (2 digits) $	
Automatic Callback Busy	To set While hearing a busy tone       To cancel <ul> <li>C. Tone</li> <li>C. Tone</li> <li>C. Tone</li> <li>C. Tone</li> </ul> To answer from an idle extension While hearing a callback ring       To answer from an idle outside line While hearing a callback ring         Image: State of the state of	
During a Conversation		
Call Hold	To holdTo retrieve a call at the holding extension $\stackrel{HOLD}{\longrightarrow}$ $\stackrel{\circ}{\frown}$ $\stackrel{C. Tone}{\frown}$ $\stackrel{\circ}{\frown}$ $\stackrel{To retrieve an outside call from another extension\stackrel{\circ}{\frown}$	

Feature	Operation
	During a Conversation
Call Transfer	$\begin{array}{c} \hline TRANSFER \\ \hline \\ C. Tone \end{array} \begin{bmatrix} extension no. \\ To an extension \\ \hline \\ \hline \\ (CO) \end{bmatrix} \\ \hline \\ \hline \\ \hline \\ (CO) \end{bmatrix} \\ \hline \\$
	Useful Features
Off-hook Monitor	To set/cancel During a conversation using the handset
Call Park	To set         TRANSFER       ↓         C. Tone       ★         C. Tone       ★         C. Tone       ↓
	To retrieve ★ 5 2 ► stored parking zone no. (2 digits) C. Tone G(*2)
Multiple Party Conversation	To add other parties during a conversation assigned as a CONFERENCE ↓ desired button c. Tone ↓ f(x) ↓ assigned as a CONFERENCE ↓ C. Tone Talk with new party. ↓ C. Tone Talk with multiple parties.
	To leave a conference assigned as a CONFERENCE button C. Tone
Call Pickup	$ \begin{array}{c} & & & \\ & $
Sending a Call Waiting Tone	While hearing a busy tone <b>1</b> $\blacktriangleright$ Wait for an answer. $\blacktriangleright$
Answering a Call Waiting	To hold the current call then talk to the new party $\stackrel{HOLD}{\longrightarrow} \models \underset{(CO)}{\longrightarrow} / \overset{INTERCOM}{\longrightarrow} \models \underset{(CC)}{\bigoplus} (\mathfrak{c})$

\* Disregard this step if both parties are extensions.

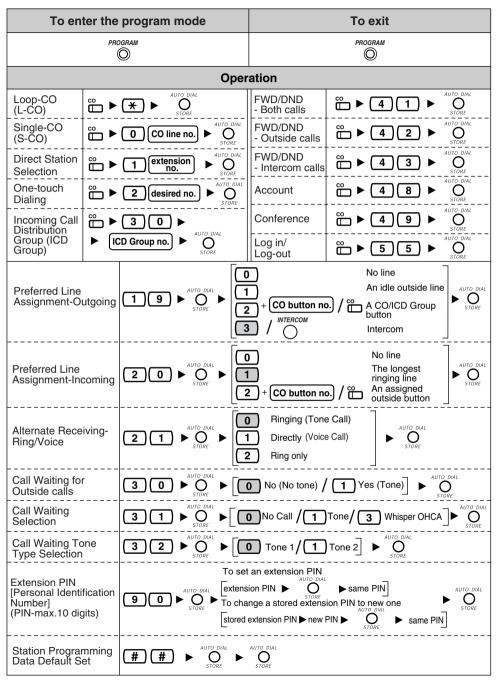
Feature	Operation
	Useful Features
Paging	To page To page To answer To answer To answer To answer To allow/deny a paged announcement To allow/deny a paged announcement
Message Waiting	Caller       To leave a message waiting indication         When the called extension is busy or does not answer         MESSAGE         Called         extension         To call back         Solution         MESSAGE         Called         When the called extension is busy or does not answer         MESSAGE         Called         When the called extension         MESSAGE         MESSAGE         MESSAGE         MESSAGE         MESSAGE         MESSAGE
Log-in/Log-out	For Log-in   * 7 3 6 1 For Log-in Specified   * * 7 3 6 0 For Log-out     * All     C. Tone
	Before Leaving Your Desk
Setting Absent Message	To set $ $ $\blacktriangleright$ $(1-9)$ $\blacktriangleright$ $(1-9)$ $\blacktriangleright$ $(1-9)$ $\blacktriangleright$ $(1-9)$ $\blacktriangleright$ $(1-9)$ $\downarrow$ $(1-9)$ $($
	$ \mathrel{\blacktriangleright} \mathrel{\bullet} \underbrace{*} 7 5 0 0 \mathrel{\bullet} \widehat{=}$
Call Forwarding	<ul> <li>* * 7 1 </li> <li>O Both Calls</li> <li>1 Outside Calls</li> <li>2 Intercom Calls</li> <li>1 Intercom Calls</li> <li>8 Usy</li> <li>4 No answer</li> <li>5 Busy/ No answer</li> <li>CO line access no.</li> <li>Outside phone no.</li> <li># #</li> <li>Co line phone no.</li> <li>Co line</li> <li>Co line<!--</td--></li></ul>

Feature	Operation
	Before Leaving Your Desk
Extension Dial Lock	To lock $ \begin{array}{c}                                     $
	Setting the Telephone According to Your Needs
Do Not Disturb	<ul> <li>★ 7 1 ►</li> <li>Both Calls</li> <li>Outside Calls</li> <li>Intercom Calls</li> <li>Cancel</li> </ul>
Extension Feature Clear	► ★ 7 9 0 C. Tone
Timed Reminder	To set To set
Receiving Call Waiting	To set/cancel for intercom calls
	<ul> <li>▶ *731 ►</li> <li>O No Call</li> <li>1 Tone</li> <li>3 Whisper OHCA</li> </ul>
	To set/cancel for outside calls $ \begin{array}{c} \bullet & \bullet & \bullet & \bullet \\ \bullet & \bullet & \bullet$

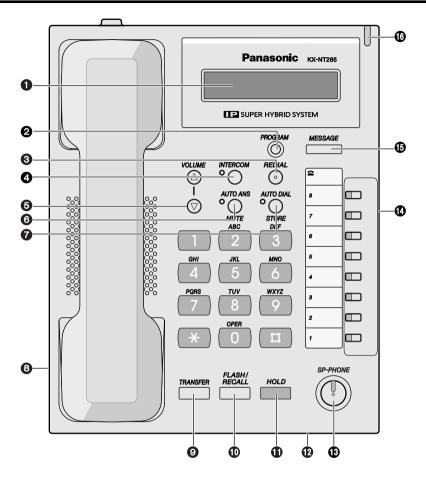
•Consult your dealer for more details about the feature numbers. •You can change the flexible CO buttons to the feature buttons.

• "Location of Controls" is shown on page 7.

### Settings on the Programming Mode



## Location of Controls



- 1 LCD (Liquid Crystal Display) with Backlight
- **PROGRAM:** Used to enter and exit the personal programming mode.
- 8 REDIAL: Used to redial the last dialed number.
- INTERCOM: Used to make or receive intercom calls.
- OLUME Control Button: Used to adjust the volume.

**3** AUTO ANS (Auto Answer)/MUTE: Used to receive an incoming call in hands-free mode or mute the microphone/handset during a conversation.

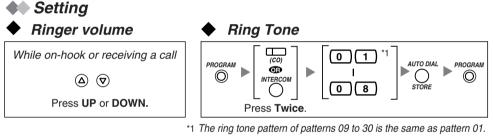
- AUTO DIAL/STORE: Used for System/Personal Speed Dialing or storing program changes.
- O Headset Jack
- **TRANSFER:** Used to transfer a call to another party.

# Location of Controls

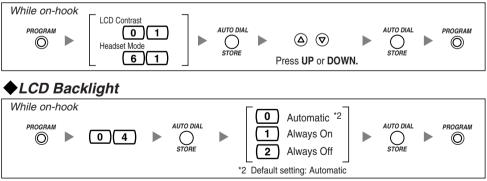
- FLASH/RECALL: Used to disconnect the current call and make another call without hanging up.
- **HOLD:** Used to place a call on hold.
- Microphone: Used for the hands-free conversation.
- SP-PHONE (Speakerphone): Used for the hands-free operation.

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

- MESSAGE: Used to leave a message waiting indication or call back the party who left the message waiting indication.
- Message/Ringer Lamp: When you receive a call, the lamp flashes red. When someone has left you a message, the lamp stays on red.



### LCD Contrast/Headset Mode

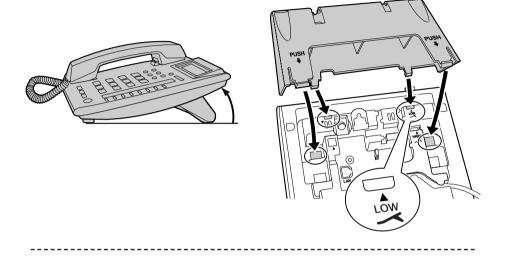


# Tilt Angle

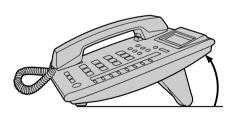
The tilt angle of the unit can be adjusted.

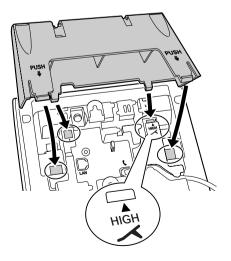
To adjust the angle, insert the stand into the desired holes as shown below.

< LOW >

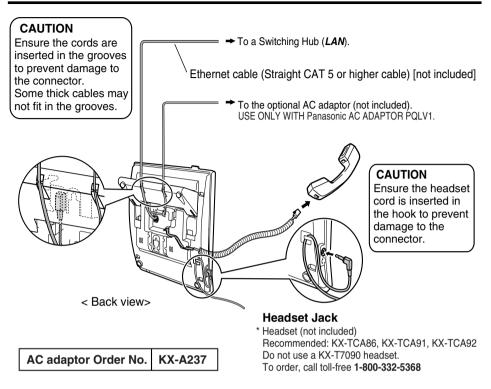


< HIGH >





## Connection



#### CAUTION:

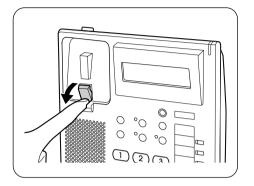
• The AC adaptor is used as the main disconnect device. Ensure that the AC outlet is located near the unit and is easily accessible.

#### Note:

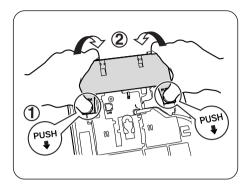
- Consult your dealer for more details about the AC adaptor.
- For extra orders for the accessories, call toll-free: 1-800-332-5368.

## Wall Mounting

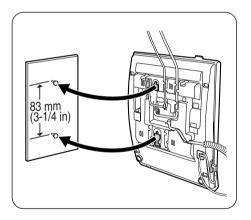
1 Pull down the handset hook until it locks, so the tab holds the handset.



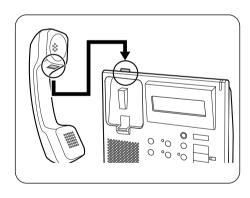
2 Remove the attached stand.



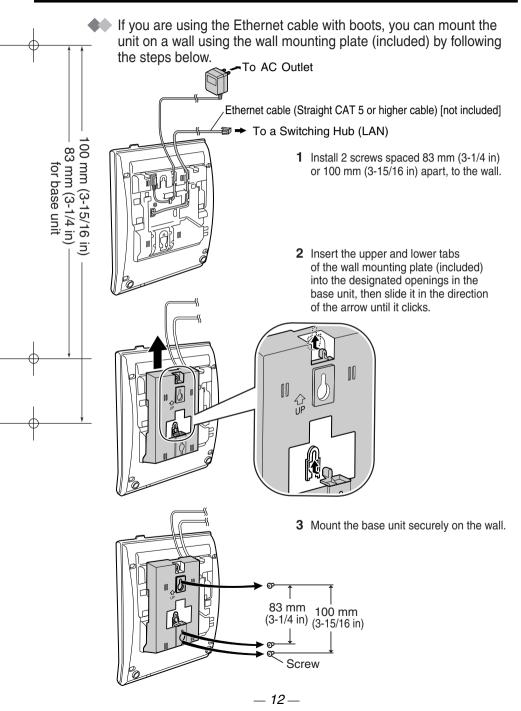
**3** Mount the unit on the wall.



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



# Wall Mounting



When using this unit, basic safety precautions, including those below, should always be followed to reduce the risk of fire, electric shock and injury to persons.

- 1. Read and understand all instructions.
- 2. Follow all warnings and instructions marked on this unit.
- 3. Unplug this unit from the AC outlet before cleaning. Do not use liquid or aerosol cleaners. Clean with a damp cloth.
- 4. Do not use the unit near water, for example, near a bathtub, kitchen sink, or laundry tub, in a wet basement, or near a swimming pool.
- 5. Place this unit on a flat surface. Serious damage and/or injury may result if the unit falls.
- 6. The unit should never be placed near or over a radiator or other heat source.
- 7. This unit should be operated only from the type of power source indicated on the unit label. If you are not sure of the type of power supply to your home, consult your dealer or local power company.
- 8. Do not allow anything to rest on the power cord. Do not locate this unit where the cord may be stepped on or tripped on.
- 9. To reduce the risk of fire or electric shock, do not overload AC outlets and extension cords.
- 10. Do not insert objects of any kind into this unit through openings, as they may touch dangerous voltage points or short out parts that could result in a risk of fire or electric shock. Never spill liquid of any kind on the unit.

- 11. To reduce the risk of electric shock, do not disassemble this unit. Only qualified personnel should service this unit. Opening or removing covers may expose you to dangerous voltages or other risks. Incorrect reassembly can cause electric shock.
- 12. Unplug this unit from the AC outlet and have the unit serviced by qualified service personnel in the following cases:
  - A. When the power supply cord or plug is damaged or frayed.
  - B. If liquid has been spilled on the unit.
  - C. If the unit has been exposed to rain or water.
  - D. If the unit does not work normally by following the manual. Adjust only controls covered by the manual. Improper adjustment may require repair by an authorized servicenter.
  - E. If the unit has been dropped, or damaged.
  - F. If the unit's performance deteriorates.
- Avoid using a telephone (other than a cordless type) during an electrical storm. There is a remote risk of electric shock from lightning.
- 14. Do not use the telephone in the vicinity of a gas leak to report the leak.

# SAVE THESE INSTRUCTIONS

### F.C.C. REQUIREMENTS AND RELEVANT INFORMATION

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation.

This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

### CAUTION:

To assure continued compliance with FCC rules, do not make any unauthorized changes or modifications to this equipment would void the user's authority to operate this device. When programming emergency numbers and/or making test calls to emergency numbers:

- Remain on the line and briefly explain to the dispatcher the reason for the call before hanging up.
- 2) Perform such activities in the off peak hours, such as early morning hours or late evenings.

# **Customer Information**

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the bottom of the cabinet of this equipment is a label that contains, among other information, a product identifier in the format US: AAAEQ##Txxxx. If requested, this number must be provided to the telephone company.

If trouble is experienced with this equipment KX-NT265, for repair or warranty information, please contact:

Panasonic Services Company BTS Center 1225 Northbrook Parkway Suite 1-216 Suwanee GA 30024

If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect the equipment until the problem is resolved.

#### Hearing Aid Compatibility:

This telephone provides magnetic coupling for hearing aids.

# Take special care to follow the safety suggestions listed below. Safety

- 1) The unit should only be connected to a power supply of the type described in the Quick Reference Guide or as shown on the label on the unit.
- 2) When left unused for a long period of time, the optional AC adaptor should be unplugged from the AC outlet, if you are using Power-over-Ethernet, disconnect the Ethernet cable.

#### Installation: Environment

- 1) Do not use this unit near water, for example, near a bathtub, washbowl or sink. Damp basements should also be avoided.
- 2) Keep the unit away from heating appliances and devices that generate electrical noise, such as fluorescent lamps, motors and televisions. These noise sources can interfere with the performance of the unit. It also should not be placed in rooms where the temperature is less than 5 °C (41 °F) or greater than 40 °C (104 °F).

Allow 10 cm (3-15/16 in) clearance around the unit for proper ventilation.

#### Placement

- 1) Do not place heavy objects on top of this unit.
- 2) Care should be taken so that objects do not fall onto, and liquids are not spilled into, the unit. Do not subject this unit to excessive smoke, dust, moisture, mechanical vibration, shock or direct sunlight.
- 3) Place the unit on a flat surface.

#### When you ship the product:

Carefully pack and send it prepaid, adequately insured and preferably in the original carton. Attach a postage-paid letter, detailing the symptom to the outside of the carton. DO NOT send the product to the Executive or Regional Sales offices. They are NOT equipped to make repairs.

#### Product service:

Panasonic Factory Servicenters for this product are listed in the servicenter directory. Consult your authorized Panasonic dealer for detailed instructions.

#### Trademark:

Ethernet is either a registered trademark or a trademark of Xerox Corporation in the United States and/or other countries.

#### This model supports the following PBX and IP-EXT card versions:

KX-TDA100/KX-TDA200: PMPR Software File Version 3.0000 or later KX-TDA600: PLMPR Software File Version 3.0000 or later KX-TDA0470(IP-EXT16): PIPEXT Software Version 1.001 or later/ PVOIPEX Software Version 1.011 or later

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