



# Dialog 4223 Professional Dialog 4225 Vision

System Telephones for MX-ONE™  
Telephony System and MD110

## Quick Reference Guide

This Quick Reference Guide includes short descriptions on how to use the basic features. To learn more about all available functions and features, please see the related User Guide.

The complete User Guide is available in electronic format on the Enterprise Telephone Toolbox CD and on <http://www.aastra.com>

### Menu navigation (idle menus)

**Dialog 4223** - To navigate: use Display menu keys. When a feature is not shown in the display, press **(more...)** repeatedly until appearing.

**n Missed CallList PhoneBook Absence Account Authority Lock LogOn/Off Timer Redial Program PhoneSet HideMenu**

**Dialog 4225 top menu** - To navigate: use Navigation keys.

**Program PhoneSet CallList PhoneBook Messages**

**Dialog 4225 low menu** - To navigate: use Display menu keys. When a feature is not shown in the display, press **(more...)** repeatedly until appearing.

**n Missed Absence Account Authority Lock LogOn/Off Timer Redial Hide/ShowMenu**

**Note:** Some menu features may only be available if you are authorized. The **n Missed** feature is only shown when there are missed calls in the Call list.

### Free Seating<sup>1</sup>

Log on: \***11**\* Authorization code \*  
Own ext. No. #

Log off: #**11**#

### Answer Calls

Answer:

Handsfree: Press flashing Line key

On another extension (Call Pick-up): Call ringing ext. **CallPickUp**

End call: or

### Make Calls

Internal calls: Ext. No.

External calls: External line code and No.

Handsfree: Dial No.

Individual Speed Dialing number: \***\***(**0-9**)  
Finland: \***\***(**1-9**); Sweden: (**0-9**)#

Dial by a function key: Press the preprogrammed key, e.g. Head office

Last External Number Redial: **Redial**

Dial by phone book, example "Eva":

Dialog 4223: **PhoneBook 33 Find Down or Up Call**

Dialog 4225: **PhoneBook Select 33 Find Down or Up Call**

Redial calls from the Call list: **CallList Select Down or Up Call**  
or  
**n Missed Down or Up Call**

### Inquiry

Ongoing conversation: **Inquiry** Call 3rd party

Refer back: **Line 1** or **Inquiry**

Return to first party and finish Inquiry: **Line 1**

### Transfer

Ongoing conversation: **Conf/Transf** Call 3rd party  
**Transfer** (Before or after answer)

### Conference

Ongoing conversation: **Conf/Transf** Call 3rd party  
**Conference** (After answer)

### Call Waiting

Activate: **CallWaiting** (At busy tone) Wait on line

### Callback

Activate: **CallBack**

Cancel single Callback: #**37**\* Ext. No. #

Cancel all Callbacks: #**37**#

### Handsfree

From handset:

Back to handset:

### Dialing during a connected call

Switch to DTMF: **Tones** Dial requested digits

### Hold

Individual: **Line**

Resume call: **Line**

Common hold: **CommonHold**

Resume call on own ext.:

**Line**

Resume call on another ext.: Call the extension where the call was put on hold **CallPickUp**

### Personal Number<sup>1</sup>

Activate: **Absence Select Down or Up Select**

Cancel: **Absence Select Select**

### Diversion

Activate: **Diversion** or **Absence Down Activate**

Cancel: **Diversion** or **NoDiversion**

### Internal Follow-me

Order from your own extension: **Absence Down Select**  
New ext. No. **Enter**

Cancel: **Diversion** or **NoDiversion**

Redirect from answering position: \***21**\* Own ext. No. \*  
New ext. No. #  
U.K.: \***2**\*

Cancel: #**21**\* Own ext. No. #  
U.K.: #**2**\*

Subject to alteration without prior notice. For more information, please contact your Aastra Certified Sales Partner.

### External Follow-me

Order: **Absence Down or Up Select**  
External line code and No. **Enter**

Cancel: **Diversion** or **NoDiversion**

### Absence Information<sup>1</sup>

Order: **Absence Down Select**  
**Down or Up Select**

With return date/time: **Absence Down Select**  
**Down or Up Select** Date/Time **Enter**

Cancel: **Diversion** or **NoDiversion**

### Programming of Function Keys

Program or change: **Program Select** Press a function key No. or Code Press function key again **Exit**

### Voice Mail<sup>1</sup>

Enter your mailbox: Dial voice mail No. and follow recorded instructions

New message received: **Message** Follow recorded instructions

### Account Code<sup>1</sup>

New external call: **Account** Account code **Enter**  
External line code and No.

Ongoing external call: **Line Account** Account code **Enter**  
**Line**

### Display Language<sup>1</sup>

Change language: \***08**\* Language code (**0-9**) #

### General Deactivation

Cancel all activated features: #**001**#

### Explanations

ext. Extension  
No. Number  
**n** Number of missed calls  
**1** Feature may be optional