Visit www.businessphonespecialists.com
Or call us at 208-523-0006, 208-232-2224
Or 307-733-8700 for assistance.
Email us at sales@businessphonespecialists.com



## ASSIGNING A DISALLOWED LIST FOR THE AVAYA IP OFFICE BASIC

Disallowed List Assignment



IP Office Basic Edition - Quick Mode Phone Admin: <u>Dialing Restrictions and Permissions</u>



## Disallowed List Assignment

Use this feature to assign which disallowed number lists an extension can use.

## 1408/1416/9504/9508 Phone

- 1. At either of the first two extensions on the system, press Admin.
  - To do the above during a call, you may need to press the PHONE button to display the Admin soft key
    option. If you access phone administration during a call, only the II SPEAKER, & MUTE and PHEADSET
    buttons still affect the connected call.
- Use the ▲ up or down ▼ arrow buttons to scroll the display to System Administration. When highlighted, press Select.
- Use the ▲ up or down ▼ arrow buttons to scroll the display to Restrictions/Permissions. When highlighted, press Select.
  - Alternatively, dial # and the system administration code.
- Use the ▲ up or down ▼ arrow buttons to scroll the display to Disallow To. When highlighted, press Select.
- 5. At the Extension: prompt enter the extension number for which you want to assign lists.
- 6. At the List Number: prompt enter the list entry you want to change by entering 1 to 8.
- The current setting is displayed. The default is 2 (not active), ie. the extension is not associated with the selected list.
  - 1 = Active/Assigned.
  - 2 = Not Active/Not Assigned (the default setting).
  - Alternatively use the ◀ left or right ▶ arrow icons to toggle through the settings or **Default** to return to the default setting.
- Use the ▲ up or down ▼ arrow buttons to select another list.
- Exit programming by pressing PHONE. Alternatively use the Back button to move to another menu.