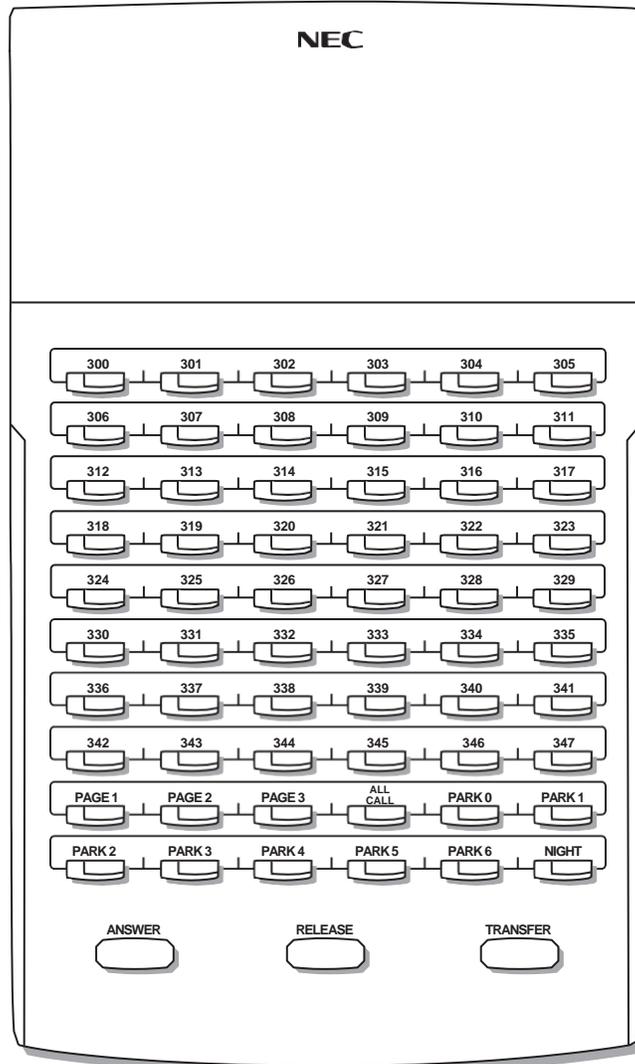


# 60-Button DSS Console

*IP4WW60DDSSACON*

# 60-Button DSS Console



# Direct Station Selection (DSS)

## Description

**Quickly place and Transfer calls to co-workers, without having to look up or dial your co-worker's extension numbers.**

### Important

- If you enable an extension's DSS Keys and leave the extension's default Prime Line programming intact, the line keys automatically change to DSS keys when the user lifts the handset.

If an extension's Direct Station Selection (DSS) Keys are enabled, Feature Keys *automatically* become Direct Station Selection (DSS) keys when the user presses **INTERCOM**. Direct Station Selection provides an extension user with one-button Intercom access and Transfer to co-workers. Each DSS key also provides a Busy Lamp Field (BLF) for the assigned co-worker.

When the DSS/BLF key is:	The covered extension is:
Off	Idle
On	Busy or ringing
Flashing fast	In Do Not Disturb

## Operation

Placing a Call using a DSS Key		In these instructions: [Super Display Soft Key] [Keyset Soft Key]
<b>To place a call to a co-worker using a DSS key:</b>		
1.	Lift the handset.	
2.	Press <b>INTERCOM</b> . <ul style="list-style-type: none"> <li>• Your DSS keys show the status of the assigned extension: Off = Idle On = Busy or ringing Fast flash = in Do Not Disturb</li> </ul>	
3.	Press DSS key for the co-worker you want to call.	

# Direct Station Selection (DSS)

Transferring a Call using a DSS Key		In these instructions: [Super Display Soft Key] [Keyset Soft Key]
<b>To Transfer a call to a co-worker using a DSS key:</b>		
1.	Place or answer an outside call.	
2.	Press <b>INTERCOM</b> . <ul style="list-style-type: none"> <li>Your DSS keys show the status of the assigned extension:               <ul style="list-style-type: none"> <li>Off = Idle</li> <li>On = Busy or ringing</li> <li>Fast flash = in Do Not Disturb</li> </ul> </li> </ul>	
3.	Press DSS key for the co-worker you want to call.	
4.	Do one of the following:	
a.	Press <b>TRANSFER</b> to have the Transfer go through unscreened.	
b.	Wait for your co-worker to answer if you want them to screen the transfer, then press <b>TRANSFER</b> .	

## User Programmable Feature

Setting Up DSS Keys			
Feature	Mnemonic	Operation	Access Level
DSS	<b>#BLF (#253)</b>	<b>#BLF</b> + Press Feature Key + <b>HOLD</b> + Enter extension number + <b>Volume Up</b> + Program another key or <b>SPEAKER</b> to exit.	1-5

## Description

**DSS Consoles provide one-touch access to extensions, lines, and system features.**

The DSS Console (P/N 1090024 for black and P/N 090029 for white) gives a keyset user one-button access to extensions, lines, and selected features. This saves time for users that do a lot of call processing such as operators or dispatchers).

The system allows you to install 4 DSS Consoles maximum per system. DSS Consoles use their own digital station port and do not require a separate power supply. In programming, you assign each installed console to an “owner” keyset. Each console can only have one owner.



Features

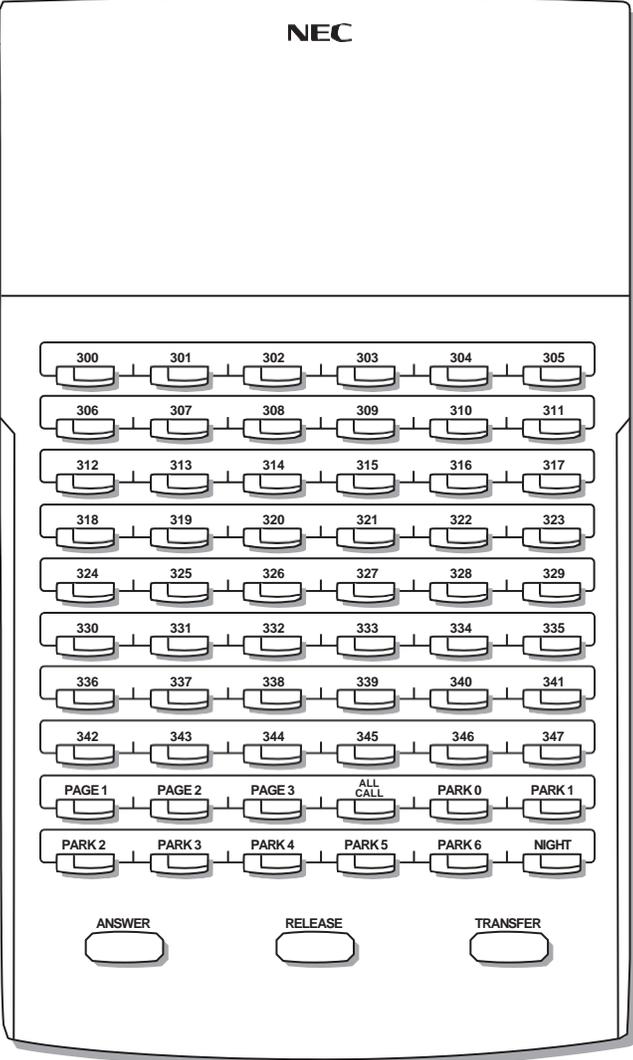
You can assign the following types of Feature Keys to a DSS Console.

• Account Code	• Intercom Directory Dialing	• Save Number Dialed
• Call Coverage (immediate, delayed or no ring)	• Line keys	• Speed Dial, Personal
• Call Forwarding	• Message Center	• Speed Dial, System
• Group Call Pickup (immediate, delayed or no ring)	• Night key	• Split
• Headset key	• Page Zones	• Voice Mail Conversation Record
• Hotline	• Park Orbit	

# Direct Station Selection (DSS) Console

## Default DSS Console Key Assignments

The following illustration shows the default DSS Console key assignments.



## DSS Console Feature Key Assignments

DSS Console Feature Key Assignments (Page 1 of 4)			
Key Type	Description	Key Code and Data	Operation
<b>Undefined</b>	Use this option to designate a Feature Key as undefined (no function).	<b>0</b>	N/A
<b>Line</b> (page 99)	Use this option to assign a Feature Key as a line key.	<b>3 + nn (line number 1-64)</b>	<ul style="list-style-type: none"> <li>• Press the key to place or answer call.</li> </ul>
<p><u>Busy Lamp Field (BLF)</u>  <b>Off</b> . . . . . Line is idle or not installed.  <b>On (red)</b> . . . . . A co-worker is busy on the line or has the line on Exclusive Hold.  <b>On (green)</b> . . . . . You are busy on the line.  <b>Wink On (red)</b> . . . . . On System Hold at a co-worker's extension.  <b>Wink On (green)</b> . . . . . On System Hold at your extension.  <b>Double Wink On (green)</b> . . . . . On Exclusive Hold or recalling your extension.  <b>Slow Flash (red)</b> . . . . . Line is ringing.  <b>Slow Flash (green)</b> . . . . . Line is ringing on your extension directly.</p>			
<b>Park Orbit</b> (page 118)	Use this option to assign a Feature Key as a Park Orbit key.	<b>4 + nn (Park Orbit 60-69)</b>	<ul style="list-style-type: none"> <li>• Press key to Park or retrieve parked call.</li> </ul>
<p><u>Busy Lamp Field (BLF)</u>  <b>Off</b> . . . . . Orbit is idle.  <b>On</b> . . . . . Orbit is holding a parked call.  <b>Wink On (green)</b> . . . . . Orbit is holding a call you parked.</p>			
<b>Hotline</b> (page 86)	Use this option to assign a Feature Key as a Hotline key.	<b>5 + nnn (extension number)</b>	<ul style="list-style-type: none"> <li>• Press key to call Hotline partner.</li> </ul>
<p><u>Busy Lamp Field (BLF)</u>  <b>Off</b> . . . . . Partner extension is idle.  <b>On</b> . . . . . Partner extension is busy or ringing.  <b>Medium Flash</b> . . . . . Partner extension is in DND for outside calls (option 1).  <b>Fast Flash</b> . . . . . Partner extension is in DND for Intercom calls (option 2) or All Calls (option 3).</p>			
<b>Call Coverage Immediate Ring</b> (page 19)	Use this option to assign a Feature Key as an immediately ringing Call Coverage Key.	<b>6 + nnn (extension number)</b>	<ul style="list-style-type: none"> <li>• Press key to call covered extension or pick up ringing call.</li> </ul>
<p><u>Busy Lamp Field (BLF)</u>  <b>Off</b> . . . . . Covered extension is idle.  <b>On</b> . . . . . Covered extension is busy.  <b>Slow Flash</b> . . . . . Covered extension is ringing.  <b>Medium Flash</b> . . . . . Covered extension is in DND for outside calls (option 1).  <b>Fast Flash</b> . . . . . Covered extension is in DND for Intercom calls (option 2) or All Calls (option 3).</p>			

Features

## Direct Station Selection (DSS) Console

DSS Console Feature Key Assignments (Page 2 of 4)			
Key Type	Description	Key Code and Data	Operation
<b>Call Coverage No Ring</b> (page 19)	Use this option to assign a Feature Key as a lamp only (no ring) Call Coverage Key.	<b>7 + nnn (extension number)</b>	<ul style="list-style-type: none"> <li>• Press key to call covered extension or pick up ringing call.</li> </ul>
	<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . Covered extension is idle. <b>On</b> . . . . . Covered extension is busy. <b>Slow Flash</b> . . . . . Covered extension is ringing. <b>Medium Flash</b> . . . . . Covered extension is in DND for outside calls (option 1). <b>Fast Flash</b> . . . . . Covered extension is in DND for Intercom calls (option 2) or All Calls (option 3).		
<b>Call Coverage Delay Ring</b> (page 19)	Use this option to assign a Feature Key as a delayed ringing Call Coverage Key.	<b>8 + nnn (extension number)</b>	<ul style="list-style-type: none"> <li>• Press key to call covered extension or pick up ringing call.</li> </ul>
	<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . Covered extension is idle. <b>On</b> . . . . . Covered extension is busy. <b>Slow Flash</b> . . . . . Covered extension is ringing. <b>Medium Flash</b> . . . . . Covered extension is in DND for outside calls (option 1). <b>Fast Flash</b> . . . . . Covered extension is in DND for Intercom calls (option 2) or All Calls (option 3).		
<b>Group Pickup Immediate Ring</b> (page 78)	Use this option to assign a Feature Key as an immediately ringing Group Call Pickup key.	<b>9 + nn (Pickup Group 1-16)</b>	<ul style="list-style-type: none"> <li>• Press key to answer call ringing Pickup Group.</li> </ul>
	<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . No call is ringing the pickup group. <b>Slow Flash (green)</b> . A call is ringing the pickup group.		
<b>Group Pickup No Ring</b> (page 78)	Use this option to assign a Feature Key as a lamp only (no ring) Group Call Pickup key.	<b>10 + nn (Pickup Group 1-16)</b>	<ul style="list-style-type: none"> <li>• Press key to answer call ringing Pickup Group.</li> </ul>
	<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . No call is ringing the pickup group. <b>Slow Flash (green)</b> . A call is ringing the pickup group.		
<b>Group Pickup Delay Ring</b> (page 78)	Use this option to assign a Feature Key as a delay ring Group Call Pickup key.	<b>11 + nn (Pickup Group 1-16)</b>	<ul style="list-style-type: none"> <li>• Press key to answer call ringing Pickup Group.</li> </ul>
	<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . No call is ringing the pickup group. <b>Slow Flash (green)</b> . A call is ringing the pickup group.		
<b>Page Zone</b> (page 115)	Use this option to assign a Feature Key as a Page Zone key.	<b>13 + n (Page Zone 1-7, 0 for All Call)</b>	<ul style="list-style-type: none"> <li>• Press key to Page into assigned zone.</li> </ul>
	<u>Busy Lamp Field (BLF)</u> <b>On</b> . . . . . The assigned Page zone is busy. <b>On (green)</b> . . . . . The assigned Page zone is busy broadcasting an announcement you are making. <b>Off</b> . . . . . The assigned Page zone is idle.		

# Direct Station Selection (DSS) Console

DSS Console Feature Key Assignments (Page 3 of 4)			
Key Type	Description	Key Code and Data	Operation
<b>System Speed Dial</b> (page 149)	Use this option to assign a Feature Key as a System Speed Dial key. You assign the key to specific System Speed Dial bin. <ul style="list-style-type: none"> <li>There is no BLF for this key type.</li> </ul>	<b>14 + nnn (System Speed Dial bin, normally 200-299)</b>	<ul style="list-style-type: none"> <li>Press key to dial stored number.</li> </ul>
<b>Personal Speed Dial</b> (page 149)	Use this option to assign a Feature Key as a Personal Speed Dial key. You assign the key to a specific Personal Speed Dial bin. <ul style="list-style-type: none"> <li>There is no BLF for this key type.</li> </ul>	<b>15 + nnn (701-720)</b>	<ul style="list-style-type: none"> <li>Press key to dial stored number.</li> </ul>
<b>Voice Mail Record</b> (page 167)	Use this option to assign a Feature Key as a Voice Mail Record key. <ul style="list-style-type: none"> <li>You must have voice mail installed to use this key.</li> <li>A voice prompt and periodic beep will remind you that your calls are being recorded.</li> </ul>	<b>17 + nnn (extension number of valid Subscriber Mailbox)</b>	<ul style="list-style-type: none"> <li>Press key to record conversation into mailbox.</li> </ul>
<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . Conversation Record is off. <b>Fast Flash (green)</b> . Conversation Record is on.			
<b>Night</b> (page 111)	Use this option to assign a Feature Key as a Night key. There are two options: <i>System Night</i> key and <i>UCD Night</i> key. The <i>System Night</i> key puts all Key Ring lines and lines terminated to Ring Group master numbers into the night mode. The <i>UCD Night</i> key puts all lines terminated to the UCD Group master number into the night mode.	<b>18 + CLEAR</b> (System Night key) <b>18 + UCD Group master number</b> (UCD Night key)	<ul style="list-style-type: none"> <li>Press key to put Key Ring lines and lines terminated to Ring Group master into night mode. OR</li> <li>Press key to put lines terminated to UCD master into night mode.</li> </ul>
<u>Busy Lamp Field (BLF)</u> <b>On</b> . . . . . Night mode is on. <b>Off</b> . . . . . Night mode is off.			
<b>Split</b> (page 154)	Use this option to assign a programmable key as a Split key. <ul style="list-style-type: none"> <li>There is no BLF for this key type.</li> </ul>	<b>20</b>	See <i>Split (Alternate)</i> (page 154) for more.
<b>Intercom Directory Dialing</b> (page 53)	Use this option to assign a programmable key as an Intercom Directory Dialing key.	<b>21</b>	<ul style="list-style-type: none"> <li>Press key to access Intercom Directory Dialing.</li> </ul>
<u>Busy Lamp Field (BLF)</u> <b>On</b> . . . . . Intercom Directory Dialing is active (being used). <b>Off</b> . . . . . Intercom Directory Dialing is inactive (off).			
<b>Message Center</b> (page 167)	Use this option to assign a Feature Key as a Message Center key.	<b>24 + nnn (extension number)</b>	<ul style="list-style-type: none"> <li>Press key to call Message Center Mailbox.</li> </ul>
<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . No messages waiting in the Message Center Mailbox. <b>Fast Flash (green)</b> . Messages waiting in the Message Center Mailbox.			

## Direct Station Selection (DSS) Console

DSS Console Feature Key Assignments (Page 4 of 4)			
Key Type	Description	Key Code and Data	Operation
<b>Save Number Dialed</b> (page 137)	Use this option to assign a Feature Key as a Save Number Dialed key. <ul style="list-style-type: none"> <li>There is no BLF for this key type.</li> </ul>	<b>25</b>	<u>While on a call:</u> <ul style="list-style-type: none"> <li>Press key to save the number you just dialed.</li> </ul> <u>While idle:</u> <ul style="list-style-type: none"> <li>Press key to redial a previously saved number.</li> </ul>
<b>Account Code</b> (page 10)	Use this option to assign a Feature Key as an Account Code key.	<b>26</b>	<ol style="list-style-type: none"> <li>1. Place or answer outside call.</li> <li>2. Press key.</li> <li>3. Enter Account Code.</li> <li>4. Press key to return to the call.</li> </ol>
<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . Not in Account Code mode or not entering Account Codes. <b>Fast Flash (green)</b> . In the Account Code entry mode. <b>On (green)</b> . . . . . On a call for which the user has entered an Account Code.			
<b>Call Forwarding</b> (page 21)	Use this option to assign a Feature Key as a Call Forwarding key.	<b>27</b>	<ul style="list-style-type: none"> <li>Press key instead of pressing <b>INTER-COM</b> and dialing <b>*3</b>.</li> </ul>
<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . Extension not call forwarded or in the Call Forwarding setup mode. <b>Fast Flash</b> . . . . . In the Call Forwarding setup mode. <b>Wink Off</b> . . . . . Extension has Call Forwarding enabled.			
<b>Headset</b> (page 84)	Use this option to assign a Feature Key as a Headset key.	<b>28</b>	<ul style="list-style-type: none"> <li>Press key to enable or disable headset mode.</li> </ul>
<u>Busy Lamp Field (BLF)</u> <b>Off</b> . . . . . Extension is not in the headset mode. <b>On</b> . . . . . Extension is in the headset mode.			

## Operation

See *DSS Console Feature Key Assignments* (page 47).

Using the Speed Processing Keys on the DSS Console		In these instructions: [Super Display Soft Key] [Keypad Soft Key]
<b>To use the ANSWER key:</b>		
1.	Press <b>ANSWER</b> to answer any call ringing your extension.	
<b>To use the RELEASE key:</b>		
1.	Press <b>RELEASE</b> to hang up (disconnect) your active call.	
<b>To use the TRANSFER key:</b>		
1.	Press <b>TRANSFER</b> on your DSS Console instead of the TRANSFER key on your extension.	

## User Programmable Feature

DSS Console Hotline Key Assignments			
Feature	Mnemonic	Operation	Access Level
Hotline	#HL (#45)	#HL + Press flashing Hotline key + Enter extension for new Hotline partner + <b>HOLD</b> + Program another Hotline key or <b>SPEAKER</b> to exit.	3-5