



DK Systems Date and Time Change Instructions

These steps will need to be taken at the administrator station (usually the main reception station).

To Set the Date

1. Press an idle extension "Int" button. You will hear a dial tone.
2. While listening to the dial tone, enter #651. You will hear a confirmation tone.
(If you hear a fast busy, the feature code has been changed or is not programmed. Contact Republic Telecom for assistance.)
3. Enter the Date as YYMMDD, where YY = Year, MM = Month and DD = Day. Use leading Zeros where applicable. Example: To enter December 25, 2008, enter 081225.
4. Press Redial. You will hear a confirmation tone.
5. Press Spkr. The telephone returns to the idle mode.

To Set the Time

1. Press an idle extension "Int" button. You will hear a dial tone.
2. While listening to the dial tone, enter #652. You will hear a confirmation tone. (If you hear a fast busy, the feature code has been changed or is not programmed. Contact Republic Telecom for assistance.)
3. Enter the Time as HHMMSS in the 24-hour clock format, where HH = Hour, MM = Minute and SS = Seconds. Use leading zeros, where applicable.
Examples: To enter 6:05 AM and 30 seconds, enter 060530; and 2:30 PM and 45 seconds, enter 143045.
4. Press Redial. You will hear a confirmation tone.
5. Press Spkr. The telephone returns to the idle mode.

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