

# LG iPECS guide to setting holiday mode



## To turn night mode on/off & set holiday mode

To turn night mode on

- Press DND > 2 > hold/save > the button will turn solid red

To turn day mode on

- Press DND > 1 > hold/save > the light on the button will turn off

To turn holiday mode on

- Press DND > 3 > hold/save > the button will flash red

NB: This is not required if your system automatically switches, unless you want to override.

## To check messages

Feature must be activated for each handset, licencing is required for more than a default handset.

- Dial \*625

This will prompt you to enter password, this by default is station number and password.

- Press 1 to play messages
- Press 2 to play saved messages
- To delete messages, press 'delete' then # to confirm

## To record system greetings

This is normally done at the 'attendant' station (STA100), unless access requested for other handsets.

- Press trans/pgm > 0
- It may ask for password, enter (100135\* or 100135\*135\*)
- If not, proceed to next step
- Press 6
- Choose greeting number:
- 001 \_\_day greeting
- 002 \_\_night message
- 003 \_\_holiday message
- Lift the handset
- Dial 1
- Press #
- Speak after prompt
- Press hold/save
- Choose next system greeting and repeat above process  
OR press 'speaker' or 'hang up the phone' to exit

NB: Message must include "please press 1 to leave a message"