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Addendum

Analog corded telephone:
A1210/A1220/CL-A1110/A2210/A2220/A2211/A2221

Analog cordless telephone:
A1410/A1420/A2410/A2420/CTM-A2411/CTM-A2411-BATT/CTM-A2421/
CTM-A2421-BATT/CTM-A2510

Analog cordless accessory handset:
CTM-A241P/CTM-A242P/CTM-A241SD/CTM-A242SD/CTM-C4101/CTM-C4201

Speed Dial keys setting

Program the Speed Dial keys allows you to dial telephone numbers automatically, or to activate the telephone system features. The number of keys varies for different models. Refer to your telephone and/or the corresponding **Master User Guide** for details.

To set a Speed Dial key on an analog corded telephone base:

Note: Before you program any keys, remove the faceplate and overlay if they are on the telephone base.

Models	Settings
A1210/A1220/ A2210/A2220	**To program a Speed Dial key:** 1. Press ◄ﬗ/**SPEAKER** on the telephone base or lift the handset. Then press the recessed **PROGRAM** key. The **MUTE** key flashes when in administrator mode. 2. Press the desired Speed Dial key. You hear 3 beeps. 3. Enter the telephone number (up to 16 digits). • To insert a pause in the stored number, press the recessed **PAUSE** key. 4. Press the recessed **PROGRAM** key. You hear 3 rising beeps as confirmation. **To clear a programmed Speed Dial key:** Follow the steps above, but skip Step 3.
CL-A1110	**To program a Speed Dial key:** 1. Lift the handset, then press the recessed **PROGRAM** key. 2. Press the desired Speed Dial key. You hear a beep. 3. Enter the telephone number (up to 21 digits). • To insert a pause in the stored number, press the recessed **PAUSE** key. 4. Press the recessed **PROGRAM** key. You hear a rising beep as confirmation.
A2211	**To program a Speed Dial key:** 1. Lift the handset, then press the recessed **PROGRAM** key. 2. Press the desired Speed Dial key. You hear a beep. 3. Enter the telephone number (up to 16 digits). • To insert a pause in the stored number, press the recessed **PAUSE** key. 4. Press the recessed **PROGRAM** key. You hear a rising beep as confirmation.
A2221	**To program a Speed Dial key:** 1. Lift the handset, then press the recessed **PROGRAM** key. 2. Press the desired Speed Dial key. You hear 3 beeps. 3. Enter the telephone number (up to 16 digits). • To insert a pause in the stored number, press the recessed **PAUSE** key. 4. Press the recessed **PROGRAM** key. You hear 3 rising beeps as confirmation. **To clear a programmed Speed Dial key:** Follow the steps above, but skip Step 3.

To set a Speed Dial key on an analog cordless telephone base:

Note: Before you program any keys, remove the faceplate and overlay if they are on the telephone base.

Models	Settings
A1410/A1420/ A2410/A2420/ CTM-A2411/ CTM-A2411-BATT/ CTM-A2421/ CTM-A2421-BATT/ CTM-A2510	**To program a Speed Dial key:** 1. Press the recessed **PROGRAM** key. 2. Press the desired Speed Dial key. You hear 3 beeps. 3. Enter the telephone number (up to 32 digits). • To insert a pause in the stored number, press the recessed **PAUSE** key. 4. Press the recessed **PROGRAM** key. You hear 3 rising beeps as confirmation. **To clear a programmed Speed Dial key:** Follow the steps above, but skip Step 3.

To set a Speed Dial key on an analog cordless handset:

Note: Before you program any keys, remove the faceplate and overlay if they are on the telephone base.

Models	Settings
CTM-A2411/ CTM-A2411-BATT/ CTM-A2421/ CTM-A2421-BATT/ CTM-A2510	**To program a Speed Dial key:** 1. Press the recessed **PROGRAM** key. 2. Press **60**, **61** or **62** to choose desired Speed Dial key (**60** indicates the **MESSAGES** key, **61** indicates the Speed Dial key below **REDIAL** key and **62** indicates the Speed Dial key below **MUTE** key). You hear 3 beeps. 3. Enter the telephone number (up to 32 digits). • To insert a pause in the stored number, press the recessed **PAUSE** key. 4. Press the recessed **PROGRAM** key. You hear 3 rising beeps as confirmation. **To clear a programmed Speed Dial key:** Follow the steps above, but skip Step 3.

To set a Speed Dial key on an analog cordless accessory handset:

Note: Before you program any keys, make sure the telephone base and the handset are paired.
Remove the faceplate and overlay if they are on the telephone base.

Models	Telephone base	Settings
CTM-A241P	CTM-A2411/ CTM-A2411-BATT/ CTM-A2510	**To enable the Speed Dial number sharing from the telephone base:** Press the recessed **PROGRAM** key. Then press **031** and you hear 3 beeps as confirmation. **To disable the Speed Dial number sharing from the telephone base:** Press the recessed **PROGRAM** key. Then press **030** and you hear 3 beeps as confirmation. **To program a Speed Dial key:** 1. Press the recessed **PROGRAM** key.
CTM-A241P	CTM-A2421/ CTM-A2421-BATT	2. Press **70-79** or **7*** to choose desired Speed Dial key. You hear 3 beeps. 3. Enter the telephone number (up to 32 digits). • To insert a pause in the stored number, press the recessed **PAUSE** key. 4. Press the recessed **PROGRAM** key. You hear 3 rising beeps as confirmation. **To clear a programmed Speed Dial key:** Follow the steps above, but skip Step 3.
CTM-A241SD/ CTM-C4101	A2410	**To program a Speed Dial key:** 1. Press **234** and then **HOLD** when the handset is not in use. 2. Press **MESSAGES** key or desired Speed Dial key. You hear 3 beeps. 3. Enter the telephone number (up to 32 digits). • To insert a pause in the stored number, press the recessed **PAUSE** key.
CTM-A242SD/ CTM-C4201	A2420	4. Press **MESSAGES** key or desired Speed Dial key again. You hear 3 rising beeps as confirmation **To clear a programmed Speed Dial key:** Follow the steps above, but skip Step 3.