



Meridian M2317 Quick Reference Card

This reference card will help you remember the sequence of commands for an activity.

Keep it by the phone as a handy reminder.

A key that looks like this... in this card is a softkey.

A key that looks like this... in this card is a hardkey.



FEATURE	STEP 1	STEP 2	STEP 3
AUTO DIAL Store a number	Press <input type="text" value="Auto Dial"/>	Dial number	Press <input type="text" value="Auto Dial"/>
AUTO DIAL Call a number	Press <input type="text" value="extension"/>	Press <input type="text" value="Auto Dial"/>	
CALL FORWARD	Press <input type="text" value="FORWARD"/>	Dial number or press <input type="text" value="LASTFWD"/>	Press <input type="text" value="OK"/>
CALL FORWARD Cancel	Press <input type="text" value="CHECK [↔]"/>	Press <input type="text" value="CANCL [↔]"/>	
CALL PARK Park a call	Press <input type="text" value="PARK"/>	Dial Station Call Park number (optional)	Press <input type="text" value="OK"/>
CALL PARK Retrieve a parked call	Press <input type="text" value="extension"/>	Dial SPRE code, then 72	Dial number
CALL PICKUP (in your group)	Press <input type="text" value="extension"/>	Press <input type="text" value="PICKUP"/> or Dial SPRE code, then 3	
CALL PICKUP (in another group)	Press <input type="text" value="extension"/>	Press <input type="text" value="GPU"/> or Dial SPRE code, then 94	Dial Call Pickup Group number
CALL PICKUP (of a specified extension in another group)	Press <input type="text" value="extension"/>	Press <input type="text" value="DPU"/> or Dial SPRE code, then 95	Dial specified extension number
CALL TIMER	Press <input type="text" value="TIMER"/>	Press <input type="text" value="AUTO"/> or <input type="text" value="MANUAL"/>	
CALL TRANSFER	Press <input type="text" value="TRANSFR"/>	Dial number	Press <input type="text" value="CONNECT"/> then hang up
CALL WAITING	Press <input type="text" value="Hold"/>	Press <input type="text" value="Call Wait"/>	
✓ CHARGE (before dialing)	Press <input type="text" value="extension"/>	Dial SPRE code, then 5	Dial charge number
✓ CHARGE (before dialing)	Press <input type="text" value="extension"/>	Press <input type="text" value="ACCOUNT"/>	Dial charge number Press <input type="text" value="EXIT"/>
✓ CHARGE (during a call)	Press <input type="text" value="CHARGE"/>	Dial charge number	Press <input type="text" value="EXIT"/>
✓ CHARGE (during a call)	Press <input type="text" value="Hold"/>	Dial SPRE code, then 5	Dial charge number Press <input type="text" value="extension"/>

FEATURE	STEP 1	STEP 2	STEP 3
CONFERENCE	Press <input type="text" value="CONFER"/>	Dial number	Press <input type="text" value="CONNECT"/>
DIAL INTERCOM GROUP	Press <input type="text" value="I/C Group"/>	Dial code	
✓ DISPLAY CALL INFORMATION	Press <input type="text" value="Display"/>	Press <input type="text" value="extension"/>	
HANDSFREE CALL	Dial number	Press <input type="text" value="Handsfree/Mute"/>	
✓ LAST NUMBER REDIAL	Press <input type="text" value="extension"/>	Press <input type="text" value="LAST #"/>	
✓ MAKE SET BUSY	Press <input type="text" value="Make Busy"/>	To cancel...	Press <input type="text" value="Make Busy"/>
RING AGAIN	Press <input type="text" value="RINGAGN"/> then hang up	When you're notified...	Press <input type="text" value="CALL [arrow]"/>
SAVE NUMBER Store a number	Receive call	Press <input type="text" value="SAVE #"/>	
SAVE NUMBER Call a number	Press <input type="text" value="extension"/>	Press <input type="text" value="SAVED#"/>	
SPEED CALL Store a number	Press <input type="text" value="SPEED#"/> or <input type="text" value="Speed Call"/>	Dial code and number	Press <input type="text" value="OK"/> or <input type="text" value="Speed Call"/>
SPEED CALL Call a number	Press <input type="text" value="extension"/>	Press <input type="text" value="SPEED#"/> or <input type="text" value="Speed Call"/>	Dial code
VOICE CALL	Press <input type="text" value="extension"/>	Press <input type="text" value="Voice Call"/>	

DATA CALLS

✓ CALL FORWARD	Press <input type="text" value="DATA"/>	Press <input type="text" value="FORWARD"/> then dial number	Press <input type="text" value="OK"/>
MAKE A CALL	Press <input type="text" value="data ext."/>	Dial number	
RING AGAIN	Press <input type="text" value="RINGAGN"/>	When you hear a buzz Press <input type="text" value="data ext."/>	Press <input type="text" value="CALL [arrow]"/>
✓ SPEED CALL	Press <input type="text" value="data ext."/>	Press <input type="text" value="SPEED#"/>	Dial code