NORTEL NETWORKS

LCD display

Message Waiting Light/
Incoming Call Indicator

LED
Handsfree Key

Volume Control Bar
LED
Mute

Navigation
Keys

Goodbye
Hold
Transfer
Message
Options
Programmable
Soft Keys
(self-labeled)
One Line (DN)
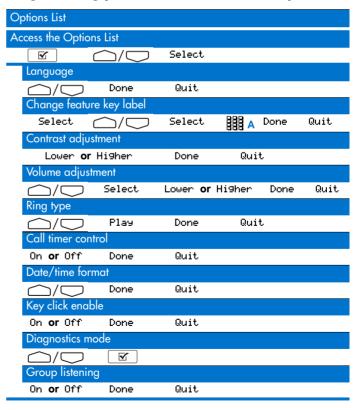
Meridian Digital Telephones

M3902
Quick Reference Card

Feature Operation

Auto Dial

store	AutoD1	▦	▶AutoD1
use	☎︎	AutoD1	
display	Display	AutoD1	

Hold

place a call on hold	[⌣]	
return to a held call	☎	

Transfer

Transfer	[↗]	▦	[↗]

Handsfree (if configured)

activate	(◁»)	
switch to handset	☎︎	
handset to handsfree	(◁»)	⟵⬤

Group Listening

activate	(◁»)	Handsfree LED flashes
Group Listening to handsfree	(◁»)	Handsfree LED is solid
Group Listening to handset	(◁»)	(◁»)

Mute (On/Off)

[✕]

Conference

Conf	▦	▶Conf

Last Number Redial

☎︎	☎

Ring Again

activate	RingAgn	
when notified	☎︎	▶RingAg
cancel	▶RingAg	

Call Forward

activate	Forward	▦	▶Forwar
cancel	▶Forwar		
reinstate	Forward	▶Forwar	
view number	Display	▶Forwar	

Call Pickup

☎︎	Pickup

Call Waiting

answer	[⌣] ▶CWait
return to first call	[☎] ☎

Message

☎︎	[✉]

Explanations

Legend

☎︎	Lift the handset, or press the DN key, or press the Handsfree key.
⟵⬤	Replace handset, or press [☎] to end the call.
▦	Dial a number.
☎	Press the line (DN) key.
▶AutoD1	The ▶ flashes when a feature is being programmed. The ▶ lights steadily when a feature is active.

Remarks

A	Enter or edit the key label (maximum of 7 characters). To access special characters, press the Up Navigation Key. Use the Navigation Keys to locate the character you want to include. Press the Select Key to select the highlighted character. Press the Return Key to return to label entry without selecting a special character.

Programming your Meridian M3902 Telephone

Options List

Access the Options List

[☑]	⌒/▽	Select

Language

⌒/▽	Done	Quit

Change feature key label

Select	⌒/▽	Select	▦ A	Done	Quit

Contrast adjustment

Lower **or** Higher	Done	Quit

Volume adjustment

⌒/▽	Select	Lower **or** Higher	Done	Quit

Ring type

⌒/▽	Play	Done	Quit

Call timer control

On **or** Off	Done	Quit

Date/time format

⌒/▽	Done	Quit

Key click enable

On **or** Off	Done	Quit

Diagnostics mode

⌒/▽	[☑]

Group listening

On **or** Off	Done	Quit