



## AS-3 SERIES QUICK PROGRAMMING GUIDE

**NOTE: To bypass any programming step and retain its current setting (except password) press (#) – To insert a pause in the emergency number press (\*)**

1. Call the phone in the elevator from a touch tone phone or a cell phone.
2. Emergency phone answers with a “BEEP”
3. Enter access code **(3) (5) (8) (4) (2) (#)**
4. Phone acknowledges password accepted with a warbling sound and “BEEP- BEEP- BEEP- BEEP”.
5. Enter the **FIRST** emergency number you want the phone to call, then press (#)
  - a. (Example: 5090339# or PBX number 9\*5090339#)
6. Phone acknowledges first number accepted “BEEP-BEEP-BEEP-BEEP-BEEP”
7. Enter **SECOND** emergency number to call, then press (#)
8. Phone acknowledges second number accepted “BEEP-BEEP”
9. Enter system info. (5) (3) (2) (0) (1) (1) (0) (1) (0) (0) [this is factory default setting]
10. Phone indicates data accepted “BEEP-BEEP-BEEP-BEEP-BEEP-BEEP”
11. Press (\*) (#) to record emergency location message.
12. Phone indicates ready to begin recording with a high-low “BEEP”
13. Record the message, approximately 12 seconds long
  - a. Sample message: “This is an elevator emergency at 1234 American way in Los Angeles. Please investigate.”
  - b. Write your message here:  

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14. Phone indicates recording complete “BEEP”
15. Phone replays message back to you then “BEEP-BEEP-BEEP-BEEP-BEEP-BEEP”
16. To re-record the message press (\*) (#) - Repeat from step (12)
17. To turn off phone, press (#) phone BEEPS high-low-low
18. Press (#)
19. Phone responds with steady tone.
20. Phone disconnects