

# Call Forward Off Premises

- 1) Press Menu
- 2) Dial 60
- 3) Press Select
- 4) Press Edit
- 5) Press Next until you see "Off Premise Number"
- 6) Press Select
- 7) Press >> >> until you see "Line Group:90"
- 8) Press Next
- 9) Enter phone number to forward to
  - a) Select All for All calls ( Intercom calls and outside Calls )
  - b) Select line for Outside calls only
- 10) Press on to turn on
- 11) Hang up

# Turn off Call forwarding

- 1) Press Menu
- 2) Dial 60
- 3) Press select
- 4) Press off
- 5) hangup