Panasonic

Digital Proprietary Telephones

Quick Reference Guide

Model KX-T7625E/KX-T7630E
KX-T7633E/KX-T7636E

Important Information

When using the KX-T7600 series, keep the following conditions in mind.

- If there is any problem, unplug the extension line and connect a known working phone. If the known working phone operates properly, have the defective phone repaired by a specified Panasonic Factory Service Centre. If the known working phone does not operate properly, check the KX-TDA Series Business Telephone Systems and the internal extension wiring.
- Keep the unit away from heating appliances and electrical noise generating devices such as fluorescent lamps, motors and televisions. These noise sources can interfere with the performance of the unit.
- This unit should be kept free of dust, moisture, high temperature (more than 40 ºC) and vibration, and should not be exposed to direct sunlight.
- Do not use benzine, thinner, or the like, or any abrasive powder to clean the cabinet. Wipe it with a soft cloth.
- Do not use any handset other than a Panasonic handset.
- Do not disassemble this product. Dangerous electrical shock could result. The unit must only be disassembled and repaired by qualified service technicians.
- When a failure occurs which exposes any internal parts, disconnect the telephone line cord immediately and return this unit to the service centre.
- Never attempt to insert wires, pins, etc, into the vents or other holes of this unit.
- This unit is designed to be installed under controlled conditions of ambient temperature and a relative humidity.
- Avoid installing the unit in damp or humid environments, such as bathrooms or swimming pools.
- 999 or 112 can be dialled on the product after accessing the CO line for the purpose of making outgoing calls to the BT emergency (999) and (112) services.

WARNING:
TO PREVENT FIRE OR SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR ANY TYPE OF MOISTURE.
THE HANDSET EARPIECE IS MAGNETISED AND MAY RETAIN SMALL FERROUS OBJECTS.

Note: In this manual, the suffix of each model number is omitted.
"Installing the KX-T7601/KX-T7603" is shown on page 9.

Features List

(CO) Outside (CO) Line button | Off-hook | On-hook | Feature number | Talk
(ICD Group) Incoming Call Distribution Group button | (DSS) Directed Station Selection button

C. Tone Confirmation Tone | D. Tone Dial Tone | R.B. Tone Ringback Tone

Desired Feature	Operation
Making Calls	
Calling	**To an extension**: ▶ extension no. ▶ Talk **To an outside party**: ▶ (CO) / 9 ▶ outside phone no. ▶ Talk
Redial	▶ REDIAL ▶ Talk
Quick Dialling	▶ quick dial no. ▶ Talk
One-touch Dialling	**To store**: PROGRAM OR PAUSE ▶ (CO) ▶ 2 ▶ desired no. (max. 32 digits) ▶ AUTO DIAL STORE ▶ PROGRAM OR PAUSE **To dial**: ▶ assigned as a One-touch Dialling button ▶ Talk
Operator Call	▶ 0 ▶ Talk
Personal Speed Dialling	**To store**: ▶ ✱ 3 0 ▶ personal speed dial no. (2 digits) ▶ desired no. (max. 32 digits) ▶ # C. Tone ▶ On-hook **To dial**: AUTO DIAL STORE ▶ ✱ ▶ personal speed dial no. (2 digits) ▶ Talk
System Speed Dialling	**To dial**: AUTO DIAL STORE ▶ system speed dial no. (3 digits) ▶ Talk
Doorphone Call	▶ ✱ 3 1 ▶ doorphone no. (2 digits) C. Tone Talk
Automatic Callback Busy	**To set** *While hearing a busy tone*: 6 C. Tone ▶ On-hook **To cancel**: ▶ ✱ 4 6 C. Tone ▶ On-hook **To answer (if set after dialling)** *While hearing a callback ringing*: ▶ R.B. Tone Talk **To answer (if set when seizing an outside line)** *While hearing a callback ringing*: ▶ outside phone no. ▶ Talk
During a Conversation	
Call Hold	**To Hold**: HOLD C. Tone ▶ On-hook **To retrieve a call at the holding extension**: ▶ (CO) / INTERCOM / (ICD Group) ▶ Talk **To retrieve an outside call from another extension**: ▶ (CO) / (ICD Group) ▶ Talk
Call Transfer	TRANSFER D. Tone ▶ extension no. (To an extension) / (CO) ▶ outside phone no. (To an outside party) ▶ Talk ▶ On-hook

Features List

Desired Feature	Operation
Useful Features	
Off-Hook Monitor	**To set/cancel** *During a conversation using the handset* SP-PHONE
Call Park	**To set** *During a conversation* TRANSFER ▶ ✳ 5 2 ▶ [**parking zone no. (2 digits)** Specified / ✳ Auto] C. Tone **To retrieve** ▶ ✳ 5 2 ▶ **stored parking zone no. (2 digits)** ▶
Multiple party conversation	**To add other parties during a conversation** CONF ▶ **desired phone no.** ▶ Talk to the new party. ▶ CONF C. Tone Talk with multiple party. **To leave a conference** CONF ▶
Call Pickup	▶ [(DSS) ✳ 4 1 ▶ **extension no.** Directed / ✳ 4 0 ▶ **pickup group no. (2 digits)** Group] C. Tone
Sending a Call Waiting Tone	*While hearing a busy tone* 1 ▶ Wait for an answer. ▶
Paging	**To page** ▶ ✳ 3 3 ▶ **paging group no. (2 digits)** C. Tone Announce. ▶ Wait for an answer. ▶ **To answer** ▶ ✳ 4 3 C. Tone **To allow/deny a paged announcement** ▶ [✳ 7 2 1 1 Deny / ✳ 7 2 1 0 Allow] C. Tone
Message Waiting	Caller: **To leave a message waiting indication** *When the called extension is busy or does not answer* MESSAGE C. Tone
	Called extension: **To call back** ▶ MESSAGE ▶
Log-in/Log-out	▶ [✳ 7 3 6 1 For Log-in / ✳ 7 3 6 0 For Log-out] ▶ [**ICD Group extension no.** Specified / ✳ All] ▶

* *Consult your dealer for more details about the feature numbers.*
* *You can change the flexible CO buttons to feature buttons.*
* *For more details, refer to the Business Telephone System User Manual.*
* *"Location of Controls" is shown on page 7.*

Using the Display Proprietary Telephone

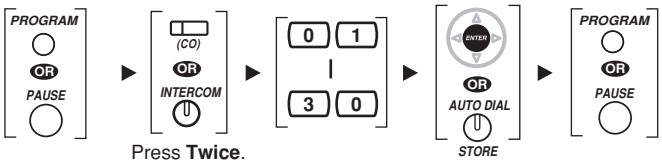
<table>
<tr><th>Desired Function</th><th>Operation</th></tr>
<tr><td>Accessing the System Features</td><td>
While on-hook

Input a parameter.
Press Right four times. Press ENTER. Press Up or Down until desired feature appears. Press ENTER.
• You can access features as follows with the "Feature Access" menu:
Automatic Callback Busy Cancel Door Open
Group Call Pickup External Background Music
Directed Call Pickup Paging
Doorphone Call
</td></tr>
<tr><td>Using the Log or Directories</td><td>
Storing the log information for Personal Speed Dialling Directory
When the desired party is displayed

Press STORE or ENTER. (max. 20 characters) Press STORE or ENTER. Press "EXIT" or PAUSE.
Storing the names and numbers in the Personal Speed Dialling Directory
While on-hook

(max. 32 digits) Press STORE or ENTER. (max. 20 characters) Press STORE or ENTER. Press "EXIT" or PAUSE.
To call While on-hook

Press Left or Right until desired log/ directory appears. Press ENTER. Press Up or Down until desired party appears.
• You can select and call with the directories as follows:
Outgoing Call Log System Speed Dialling Directory
Incoming Call Log Personal Speed Dialling Directory
Extension Number Directory
• To cancel or exit the current display, press CANCEL.
Clearing the log information When the desired party is displayed
CLEAR
Press "CLEAR".
</td></tr>
<tr><td>LCD Contrast</td><td>
KX-T7630/7633/7636 While on-hook

</td></tr>
<tr><td>Ring Tone</td><td>


Press Twice.
</td></tr>
</table>

* *"Location of Controls" is shown on page 7.*

Entering Characters

To toggle between Table 1 and Table 2, press the Soft button (S1) at any time while you are entering characters.

Table 1 (Standard mode)

Times / Buttons	1	2	3	4	5	6	7	8	9
1	!	?	"	1					
2	A	B	C	a	b	c	2		
3	D	E	F	d	e	f	3		
4	G	H	I	g	h	i	4		
5	J	K	L	j	k	l	5		
6	M	N	O	m	n	o	6		
7	P	Q	R	S	p	q	r	s	7
8	T	U	V	t	u	v	8		
9	W	X	Y	Z	w	x	y	z	9
0	(space)	.	,	'	:	;	0		
*	/	+	−	=	<	>	*		
#	$	%	&	@	(	)	€	£	#

Table 2 (Option mode)

Times / Buttons	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	!	?	"	ä	ö	ü	1								
2	A	B	C	a	b	c	À	Á	Â	Ã	Ä	Å	Æ	Ç	2
3	D	E	F	d	e	f	Ð	È	É	Ê	Ë	3			
4	G	H	I	g	h	i	Ì	Í	Î	Ï	4				
5	J	K	L	j	k	l	5								
6	M	N	O	m	n	o	Ñ	Ò	Ó	Ô	Õ	Ö	Ø	Œ	6
7	P	Q	R	S	p	q	r	s	ß	7					
8	T	U	V	t	u	v	Ù	Ú	Û	Ü	8				
9	W	X	Y	Z	w	x	y	z	ý	9					
0	(space)	.	,	'	:	;	0								
*	/	+	−	=	<	>	*								
#	$	%	&	@	(	)	€	£	#						

Settings on the Programming Mode

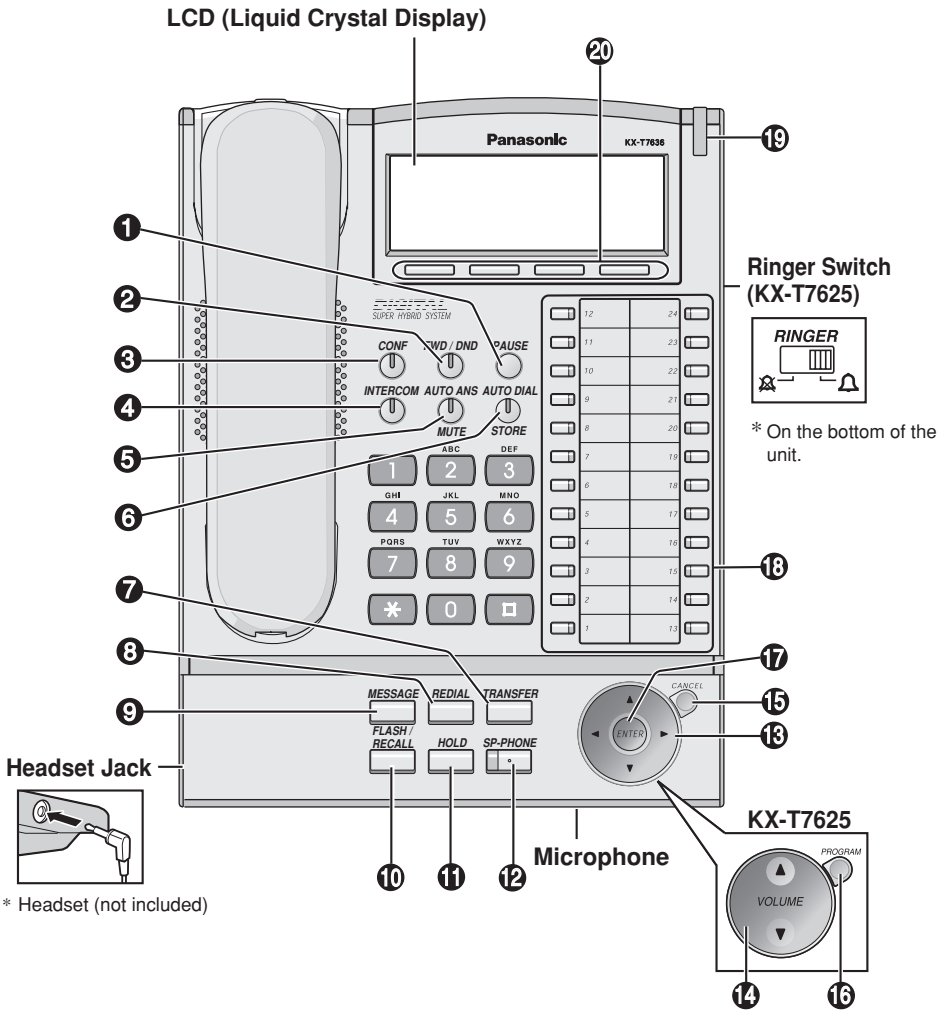
To enter the programme mode	To exit
PROGRAM ○ OR PAUSE ○	PROGRAM ○ OR PAUSE ○

	Operation
Alternate Receiving-Ring/Voice	2 1 ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ [0 Ringing (Tone Call) / 1 Directly (Voice Call) / 2 Ring only (Voice Call Deny)] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE
Call waiting for outside calls	3 0 ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ [0 No (No tone) / 1 Yes (Tone)] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE
Call Waiting Selection	3 1 ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ [0 No Call / 1 Tone / 2 OHCA (Announce) / 3 Whisper OHCA] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE
Call Waiting Tone Type Selection	3 2 ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ [0 Tone 1 / 1 Tone 2] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE
Headset Operation	6 1 ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ [0 Headset off / 1 Headset on] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE
Absent Message	4 0 ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ [0 No-Off / Message no. (1-8) Yes-Shows the selected message. / 9 Yes-Shows your personal message.] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE
Call Forwarding [FDW]/ Do Not Disturb [DND] (desired no. - max.32 digits)	[5 0 OR FWD/DND ⏻ (for both calls) / 5 1 (for outside calls) / 5 2 (for intercom calls)] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ [0 FWD/DND Off / 1 DND On / Forwarding a call: 2 All calls / 3 Busy / 4 No answer / 5 Busy/No answer ▶ desired no.] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE
Extension PIN [Personal Identification Number] (PIN - max.10 digits)	9 0 ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ To set an extension PIN [extension PIN ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ same PIN] / To change a stored extension PIN to new one [stored extension PIN ▶ new PIN ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ same PIN] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE
Directory and Call Log Lock (PIN - max.10 digits)	9 2 ▶ ENTER ○ OR AUTO DIAL ⏻ STORE ▶ Extension PIN ▶ [0 To unlock / 1 To lock] ▶ ENTER ○ OR AUTO DIAL ⏻ STORE

- If nothing is entered within one minute in the programming mode, the mode returns to the normal status.
- To exit the mode at any time, lift the handset.
- For further information on "Setting on the Programming Mode", refer to the Business Telephone System User Manual.

Location of Controls

◆ ***KX-T7636***



❶ **PAUSE:** Used to insert a pause when storing a telephone number. This button also functions as the PROGRAM button when there is no PROGRAM button on your telephone.

❷ **FWD/DND (Call Forwarding/Do Not Disturb):** Used to perform Call Forwarding or Do Not Disturb.

❸ **CONF (Conference):** Used to establish a multiple-party conversation.

❹ **INTERCOM:** Used to make or receive intercom calls.

❺ **AUTO ANSWER/MUTE:** Used to receive an incoming call in the hands-free mode or mute the microphone/handset during a conversation.

Location of Controls

❻ **AUTO DIAL/STORE:** Used for System/Personal Speed Dialling or storing programme changes.

❼ **TRANSFER:** Used to transfer a call to another party.

❽ **REDIAL:** Used to redial the last dialled number.

❾ **MESSAGE:** Used to leave a message waiting indication or call back the party who left the message waiting indication.

❿ **FLASH/RECALL:** Used to disconnect the current call and make another call without hanging up.

⓫ **HOLD:** Used to place a call on hold.

⓬ **SP-PHONE (Speakerphone):** Used for the hands-free operation.

⓭ **Navigator Key (KX-7630/7633/7636):** Used to adjust the volume and the display contrast or select desired items. To adjust **Speaker/Handset/Headset/ Ringer Volume**, press **Up** or **Down.**

⓮ **Volume Key (KX-T7625):** Used to adjust the volume. The Ringer Switch must be set to 🔔.
To adjust **Speaker/Handset/Headset/ Ringer Volume**, press **Up** or **Down.**

⓯ **CANCEL (KX-T7630/7633/7636):** Used to cancel the selected item.

⓰ **PROGRAM (KX-T7625):** Used to enter and exit the personal programming mode.

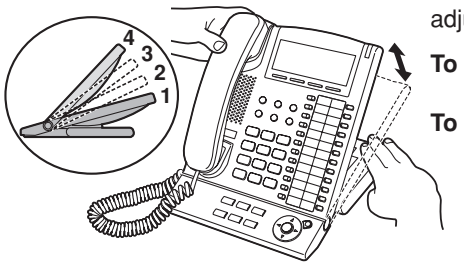
⓱ **ENTER (KX-T7630/7633/7636):** Used to confirm the selected item.

⓲ **Flexible Outside (CO) Line Buttons:** Used to make or receive an outside call. Pressing this button seizes an idle outside line automatically. (Button assignment is required.)
Also used as feature buttons. (Button assignment is required.)

⓳ **Message/Ringer Lamp:** When you receive an intercom call, the lamp flashes green, and on an outside call, the lamp flashes red. When someone has left you a message, the lamp stays on red.

⓴ **Soft Buttons (KX-T7630/7633/7636):** Used to select the item displayed on the bottom line on the display.

Tilt Angle Adjustment



The tilt angle of the operation board can be adjusted to four steps-angles.

To lift: Lift up the operation board to the desired step-angle (1 → 2 → 3 → 4).

To set down: Lift up the operation board to the highest angle and then press down to step-angle 1. **Please do not get your fingers caught between the base unit and the operation board.**

• Pull down the handset hook until it locks to prevent the handset from slipping down from the operation board when at the step-angle 4.

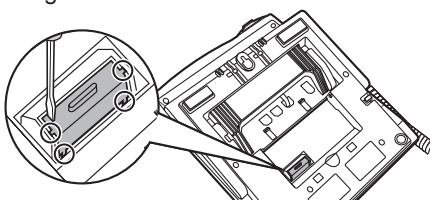
Installing the KX-T7601/KX-T7603

To prevent damage to the telephone, be sure to unplug the extension line before you set up or remove the USB Module or the Add-on Key Module.

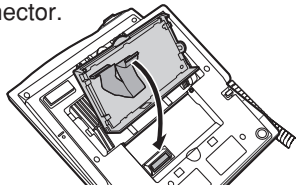
KX-T7601 (For KX-T7633/7636) includes USB cable

The USB Module can be connected between the digital proprietary telephone and the personal computer through USB interface to implement personal CTI (Computer Telephony Integration).

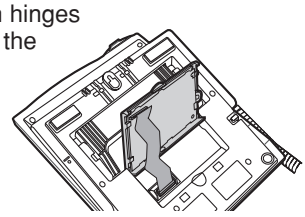
1 Remove the connector cover using a screwdriver.



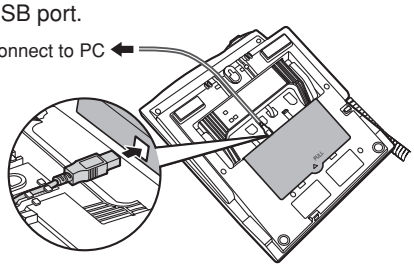
2 Insert the flat cable into the connector.



3 Couple both hinges and slide in the unit.



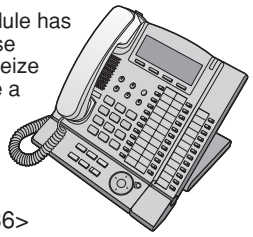
4 Push down the cover until it locks, and connect the USB cable to USB port.



** Please use a USB cable shorter than 3 m.*

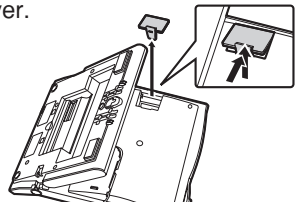
KX-T7603 (For KX-T7633/7636)

The Add-on Key Module has 12 CO buttons. These buttons are used to seize an outside line, make a call using One-touch Dialling, or access certain features.

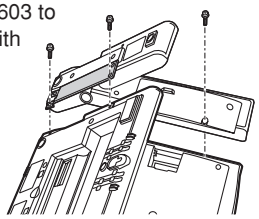


<with a KX-T7636>

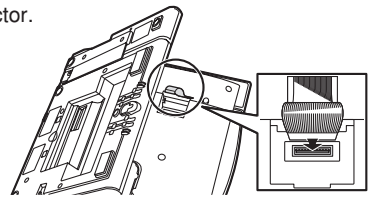
1 Open the cover.



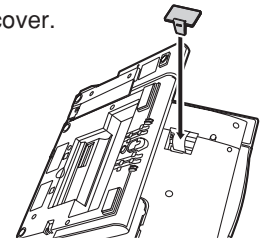
2 Attach the KX-T7603 to your telephone with screws.



3 Insert the flat cable into the connector.

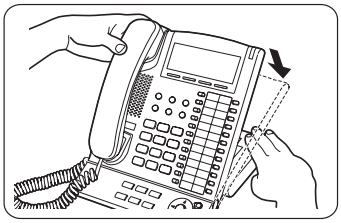


4 Close the cover.

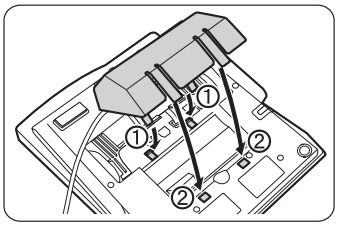


Wall Mounting

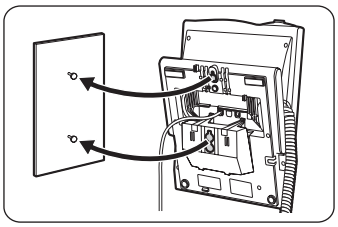
1 Fold up the operation board to step-angle 1.



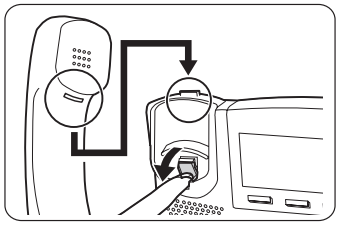
2 Connect the telephone line cord, and then attach ① first and then ② of the wall mounting adaptor.



3 Mount the unit on the wall.

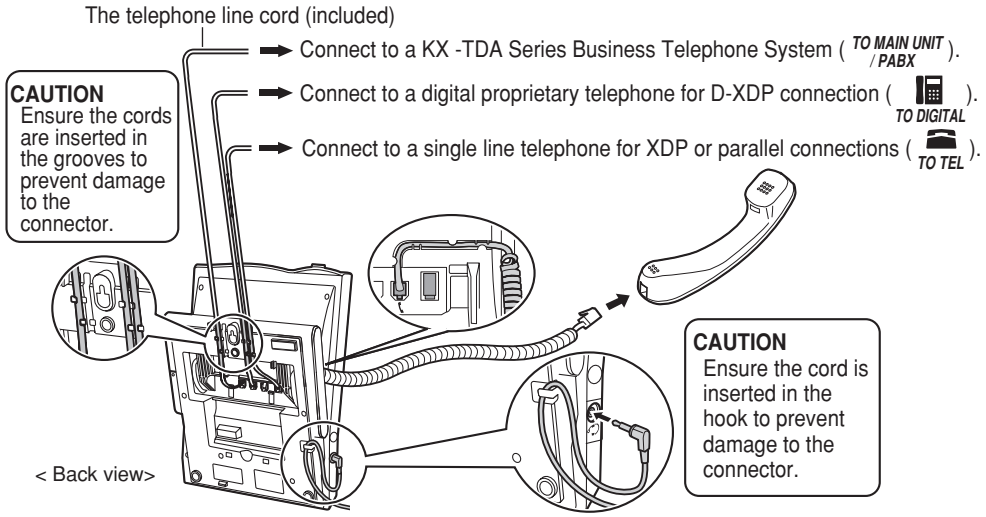


4 Pull down the handset hook until it locks, so the tab holds the handset.
To temporarily place the handset down during a conversation, hook it over the top edge of the phone as shown.



** The illustrations used in this page are a KX-T7636.*

Connection



- Consult your dealer for more details about XDP and D-XDP.
- The availability of D-XDP function depends on the software version of the connected Business Telephone System.

Other Information:

This unit is capable of being used in conjunction with hearing aids fitted with inductive coil pick-ups. The handset should be held as for normal conversation. For operation the hearing aid should be set to its "T" position or as directed in the operating instructions for the hearing aid.

Included Accessories:

Accessory	Qty	White Model	Black Model
Handset	1	PQJXF0502Z	PQJXF0522Z
Handset Cord	1	PSJA1084Z	PSJA1084X
Telephone Line Cord	1	PSJA1063Z	PSJA1063Z
Cabinet Stand	1	PSKL1014ZA1	PSKL1014ZA2

CE

This product is intended to be connected to Panasonic KX-TDA series PABX only.

Hereby, Kyushu Matsushita Electric (U.K.) Limited declares that this product is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.
A copy of the manufacturer's declaration of conformity to the essential requirements of the R&TTE Directive is available at the following web address: **http://doc.panasonic-tc.de**

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