Panasonic®
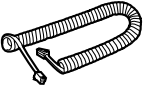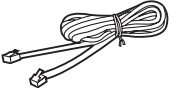
<KX-DT346>

Quick Reference Guide

Digital Proprietary Telephone

Model No. KX-DT333/KX-DT343/KX-DT346

Thank you for purchasing a Digital Proprietary Telephone (DPT). Please read this manual carefully before using this product and save this manual for future use. For more details, please refer to the manuals of the PBX.

Accessories (included)[*1]

☐ Handset: 1	☐ Handset Cord: 1	☐ Wall Mounting Adaptor[*2]: 1
☐ Screws for wall: 2	☐ Telephone Line Cord: 1	

[*1] For extra orders for the accessories, call toll-free: 1-800-332-5368.
[*2] This telephone comes with the wall mounting adaptor already attached. To remove the adaptor, refer to step 1 on page 17.

Document Version 2009-03

This unit supports the following optional devices and features:

	KX-DT333	KX-DT343	KX-DT346
Features			
Display	3-Line	3-Line	6-Line
Flexible Buttons	24	24	24
LCD Backlight		✓	✓
Options			
KX-NT303 Add-on 12 Key Module		✓	✓
KX-NT307 (PSLP1528) Bluetooth® Module[*1] [*2] [*3]		✓	✓
KX-DT301 USB Module[*3]		✓	✓
KX-DT390 DSS Console (with 60 keys)[*2]	✓	✓	✓

✓: Available
[*1] The availability of the Bluetooth Module depends on the software version of the connected PBX. Consult your dealer for more details.
[*2] For information on connecting, refer to the each included manual.
[*3] When connecting DPTs via Digital XDP, this optional device cannot be used.

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<KX-DT346>
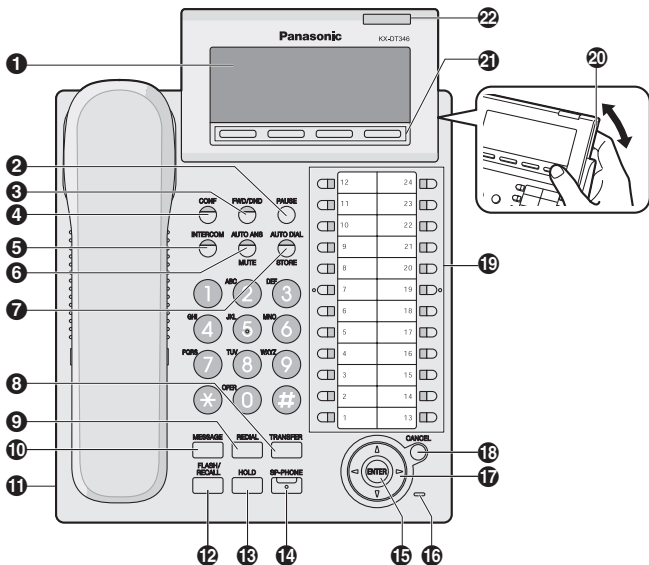
❶ LCD (Liquid Crystal Display)

❷ PAUSE: Used to insert a pause when storing a telephone number. This button is also used for programming this unit.

❸ FWD/DND (Call Forwarding/Do Not Disturb): Used to set Call Forwarding or Do Not Disturb on your extension.

❹ CONF (Conference): Used to establish a multiple party conversation.

❺ INTERCOM: Used to make or receive intercom calls.

❻ AUTO ANS (Auto Answer)/MUTE: Used to receive an incoming call in hands-free mode or mute the microphone/handset during a conversation.

❼ AUTO DIAL/STORE: Used for System/Personal Speed Dialing or storing program changes.

Location of Controls

⑧ TRANSFER: Used to transfer a call to another party.

⑨ REDIAL: Used to redial the last dialed number.

⑩ MESSAGE: Used to leave a message waiting indication or call back the party who left the message waiting indication.

⑪ Headset Jack

⑫ FLASH/RECALL: Used to disconnect the current call and make another call without hanging up.

⑬ HOLD: Used to place a call on hold.

⑭ SP-PHONE (Speakerphone): Used for performing hands-free operations.

⑮ ENTER: Used to assign the selected item.

⑯ Microphone: Used for hands-free conversations.

⑰ Navigator Key: Used to adjust the volume and the display contrast or select desired items.

⑱ CANCEL: Used to cancel the selected item.

⑲ Flexible Buttons: Used to seize a CO line or perform a feature that has been assigned to the key.

⑳ LCD Panel: Can be adjusted to the desired angle.

㉑ Soft Buttons (S1-S4): S1-S4 (located from left to right) are used to select the item displayed on the bottom line of the display.

㉒ 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.

Speaker volume	*While in a hands-free conversation*	
Handset/Headset volume[*1]	*While using the handset or headset*	Press **Up** to increase or **Down** to decrease the volume.
Ringer volume	*While on-hook or receiving a call*	
LCD Contrast	*While on-hook* PAUSE ► (0)(1) ► ► ► ► PAUSE	
Ring Tone	*Press **2 times**.* PAUSE ► ((CO) OR INTERCOM) ► ((0)(1) - (3)(0)) ► (OR AUTO DIAL STORE) ► PAUSE	
LCD Backlight[*2]	*While on-hook* PAUSE ► (0)(4) ► (OR AUTO DIAL STORE) ► ((0) Automatic / (1) Always ON / (2) Always OFF) ► (OR AUTO DIAL STORE) ► PAUSE	

[*1] If you hear your own voice through the handset or headset, decrease the volume.
[*2] For KX-DT343/KX-DT346 only.

Features List

Icon Meanings

$\overset{\square}{(CO)}$ = Flexible button $\overset{\searrow}{}$ = Off-hook $\overset{\frown}{}$ = On-hook

$\bigcirc$ = Feature number $\mathcal{C}_{\text{«}\xi}$ = Talk $_{\text{C. Tone}}^{\text{♪}}$ = Confirmation Tone

Making Calls

Calling	
To an extension	**To an outside party**
$\overset{\searrow}{}$ ▶ extension no. ▶ $\mathcal{C}_{\text{«}\xi}$	$\overset{\searrow}{}$ ▶ $\overset{\square}{(CO)}$ ▶ outside phone no. ▶ $\mathcal{C}_{\text{«}\xi}$
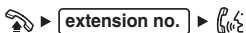
Redial
$\overset{\searrow}{}$ ▶ $\overset{\text{REDIAL}}{\boxed{}}$ ▶ $\mathcal{C}_{\text{«}\xi}$

Quick Dialing
$\overset{\searrow}{}$ ▶ quick dialing no. ▶ $\mathcal{C}_{\text{«}\xi}$

One-touch Dialing
To store
$\overset{\text{PAUSE}}{\bigcirc}$ ▶ $\overset{\square}{(CO)}$ ▶ ② ▶ desired no.* (max. 32 digits) ▶ $\overset{\text{AUTO DIAL}}{\underset{\text{STORE}}{\ominus}}$ ▶ $\overset{\text{PAUSE}}{\bigcirc}$
* Enter CO line access number before outside phone number.
To dial
$\overset{\searrow}{}$ ▶ $\overset{\square}{\underset{\text{(One-touch Dialing)}}{}}$ assigned as a One-touch Dialing button ▶ $\mathcal{C}_{\text{«}\xi}$
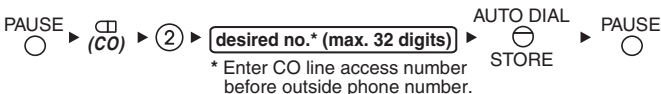
Personal Speed Dialing
To store
$\overset{\searrow}{}$ ▶ ✳ ③ ⓪ ▶ personal speed dialing no. (2 digits) ▶ desired phone no.* (max. 32 digits) ▶ ⓗ $_{\text{C. Tone}}^{\text{♪}}$ ▶ $\overset{\frown}{}$
* Enter CO line access number before outside phone number.
To dial
$\overset{\searrow}{}$ ▶ $\overset{\text{AUTO DIAL}}{\underset{\text{STORE}}{\ominus}}$ ▶ ✳ ▶ personal speed dialing no. (2 digits) ▶ $\mathcal{C}_{\text{«}\xi}$
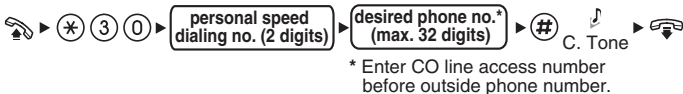
System Speed Dialing

To dial

📞 ▸ AUTO DIAL ⊖ STORE ▸ [**system speed dialing no. (3 digits)**] ▸ 📞⟨⟩

Doorphone Call

📞 ▸ ✳ ③ ① ▸ [**doorphone no. (2 digits)**] ♪ C. Tone ▸ 📞⟨⟩
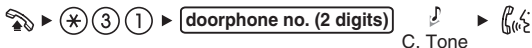
During a Conversation

Call Hold

To hold	**To retrieve a call at the holding extension**
HOLD ☐ ♪ C. Tone ▸ 📵	📞 ▸ ☐ *(CO)* / INTERCOM ⊖ ▸ 📞⟨⟩

To retrieve an outside call from another extension

📞 ▸ ☐ *(CO)* ▸ 📞⟨⟩

Call Transfer

TRANSFER ☐ ♪ C. Tone ▸ ⎡ [**extension no.**] To an extension

☐ *(CO)* ▸ [**outside phone no.**] To an outside party ⎤ ▸ 📞⟨⟩ ▸ 📵
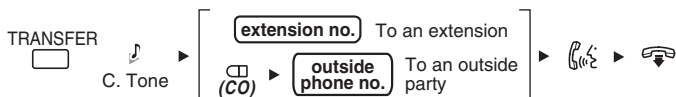
Useful Features

Multiple Party Conversation

To add other parties during a conversation (i.e., conference)

CONF ⊖ ♪ C. Tone ▸ [**desired phone no.**] ▸ 📞⟨⟩ Talk to the new party. ▸ CONF ⊖ ♪ C. Tone ▸ 📞⟨⟩ Talk with multiple parties.

To leave a conference

CONF ⊖ ♪ C. Tone ▸ 📵

Features List

Setting the Telephone According to Your Needs

Do Not Disturb

☎ ► ✳ ⑦ ① ► ⎡ ⓪ Both Calls ⎤ ► ⎡ ① Set ⎤ ♪ ► ☎
　　　　　　 ⎢ ① Outside Calls ⎥ 　 ⎣ ⓪ Cancel ⎦ C. Tone
　　　　　　 ⎣ ② Intercom Calls ⎦

Timed Reminder

To set

☎ ► ✳ ⑦ ⑥ ⓪ ① ► ⎡ **12 H** ⎤ ►
　　　　　　　　 ⎢ **hour/minute** ► ⓪ AM ⎥
　　　　　　　　 ⎢ **(4 digits)** 　 ① PM ⎥
　　　　　　　　 ⎢ **24 H** ⎥
　　　　　　　　 ⎣ **hour/minute** ⎦
　　　　　　　　 　 (4 digits)

► ⎡ ⓪ Once ⎤ ♪ ► ☎
　　 ⎣ ① Daily ⎦ C. Tone
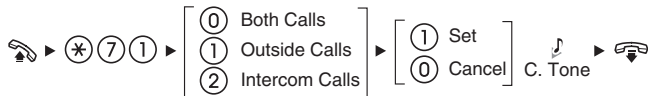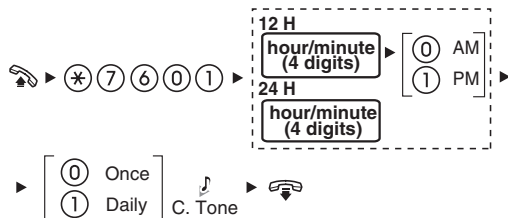
To cancel	**To stop or answer the ring back**
☎ ► ✳ ⑦ ⑥ ⓪ ⓪ C. Tone ♪ ► ☎	INTERCOM ⊖ / ☎

Before Leaving Your Desk

Call Forwarding

☎ ► ✳ ⑦ ① ► ⎡ ⓪ Both Calls ⎤ ►
　　　　　　 ⎢ ① Outside Calls ⎥
　　　　　　 ⎣ ② Intercom Calls ⎦

► ⎡ ② **All calls** ⎤ ► ⎡ **extension no.** ► # ⎤ ♪ ► ☎
　 ⎢ ③ **Busy** ⎥ 　 ⎢ OR ⎥ C. Tone
　 ⎢ ④ **No answer** ⎥ 　 ⎢ **CO line** ► **outside** ► # ⎥
　 ⎢ ⑤ **Busy/** ⎥ 　 ⎣ **access no.** 　 **phone no.** ⎦
　 ⎢ 　 **No answer** ⎥
　 ⎣ ⓪ **Cancel** ⎦
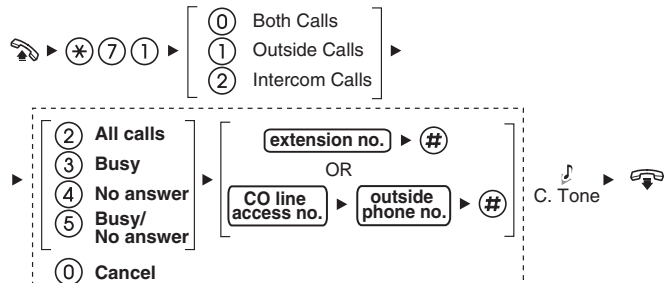
Making Use of the Voice Mail Service

Listening to a message

From your own extension

☎ ▸ VPS extension no. ▸

▸ Mailbox Password* (#)

* If you have no password, you can skip the last step.
Note: VPS = Voice Processing System

From someone else's extension

☎ ▸ VPS extension no. ▸

▸ (#) (6) ▸ (✱) ▸

▸ mailbox no. ▸

▸ Mailbox Password* (#)

* If you have no password, you can skip the last step.

KX-TVA series

▸ ┬ (1) Listen to Message
  ├ (2) Deliver Message
  ├ (3) Mailbox Management
  ├ (4) Automated Attendant
  ├ (5) Message Notification
  ├ (6) Other Features
  └ (✱) End Call

KX-TVS series

▸ ┬ (1) Listen to Message
  ├ (2) Deliver Message
  ├ (3) Check Mailbox Distribution
  ├ (4) Automated Attendant
  ├ (5) Mailbox Management
  ├ (6) Other Features
  └ (✱) End Call

Leaving a message

☎ ▸ VPS extension no. ▸

From your own extension
Mailbox Password* (#)

From someone else's extension
(#) (6) ▸ (✱) ▸ mailbox no. ▸ Mailbox Password* (#)
* If you have no password, you can skip the last step.

▸ (2) ▸ Enter the desired mailbox number ▸ (2) (1) ▸ Leave a message ▸ (1) (2) ▸

To send the message immediately
(1) (2) (KX-TVA series)
(2) (KX-TVS series)

To set the delivery time
(1) (1)

▸ Follow the guidance

Features List

During playback
⓪ Repeat Voice Guidance
⍟ Exit

- Consult your dealer for more details regarding feature numbers.
- It is possible to assign flexible buttons as feature buttons.
- Control panel/button names and descriptions can be found in "Location of Controls" on page 3.

Accessing Features Using the Display

Using the LCD Display
It is possible to access the following directories, logs, and menus by pressing left or right on the Navigator Key while this unit is idle:

   Incoming Call Log
   Outgoing Call Log
   Personal Speed Dialing Directory
   System Speed Dialing Directory
   Extension Number Directory
   Feature Access

Entering Characters
You can enter alphabetic characters and digits using the dialing buttons. Pressing a dialing button repeatedly displays different characters, as shown in the following tables. While entering characters, you can move the cursor with the left and right Navigator keys and delete characters with the TRANSFER button. To toggle between Table 1 and Table 2, press the Soft button (S1) at any time while entering characters. For a list of available characters, refer to the next page.