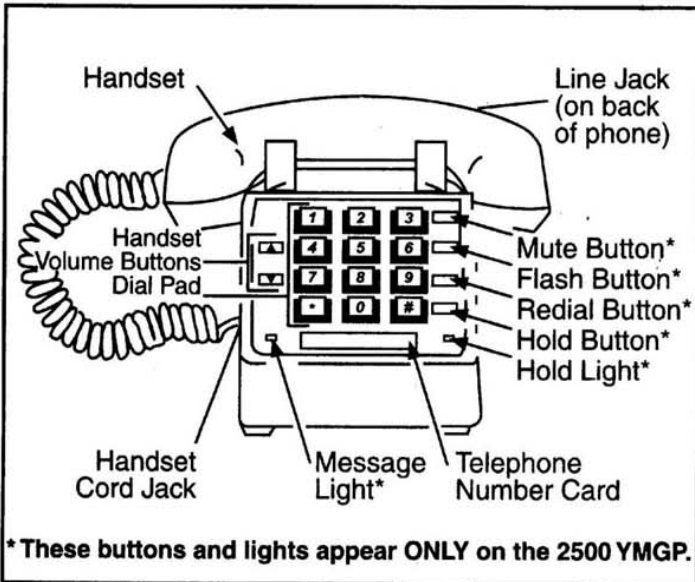
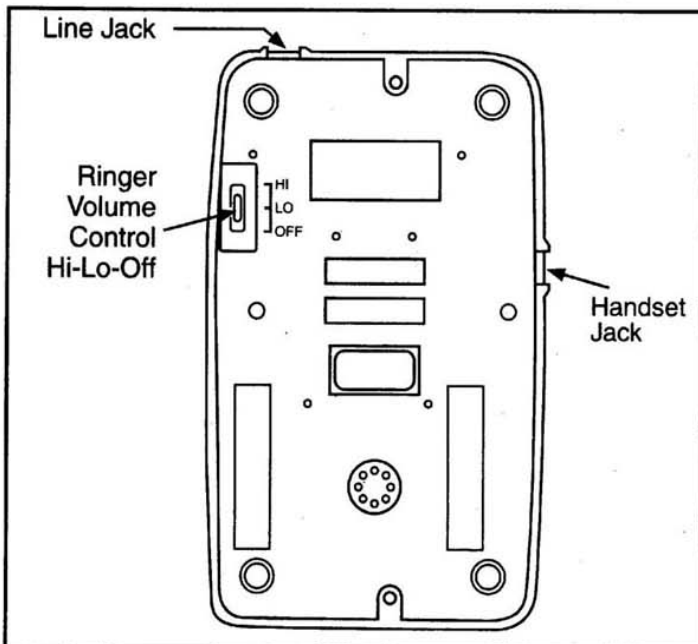


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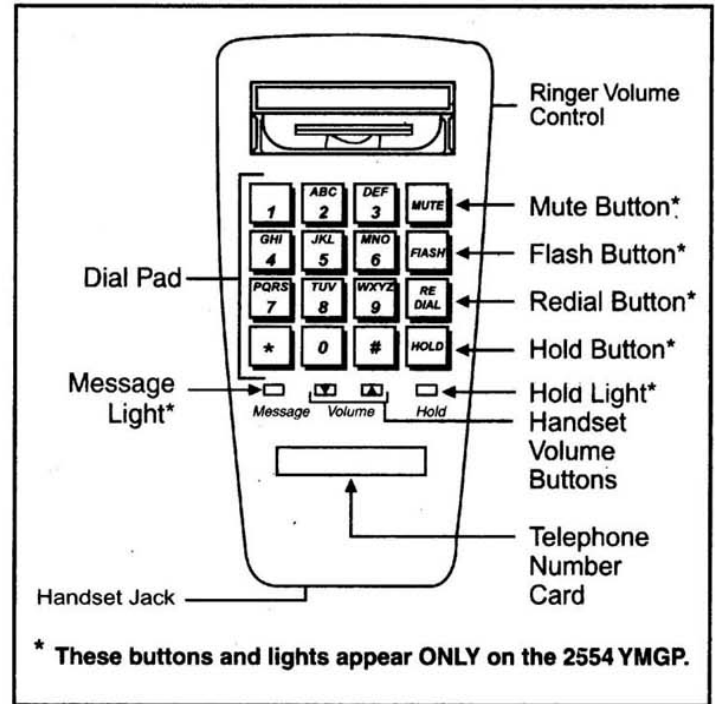
2500MMGN and 2500 YMGP Telephones and the 2554 MMGN and 2554 YMGP Telephones Quick Reference



The 2500 MMGN and 2500 YMGP Telephones, Top View



The 2500 MMGN and 2500 YMGP, Bottom View



The 2554 MMGN and 2554 YMGP Telephones, Top View

Special Features on the 2500 MMGN and 2500 YMGP, and the 2554 MMGN and 2554 YMGP Telephones:

The **Mute Button** (only on the 2500/2554 YMGP models) – Press (and hold down) **Mute** to turn off the handset microphone. In this way, the other person on the call cannot hear your conversation.

The **FLASH Button** (only on the 2500/2554 YMGP models) – Press **Flash** instead of pressing the switchhook for features such as Conference.

The **Redial Button** (only on the 2500/2554 YMGP models) – Press **Redial** to automatically redial the last number you dialed. The telephone retains in memory the last number dialed (up to 24 elements) for a period of 24 hours, provided line power is maintained to the telephone.

The **Hold Button** (only on the 2500/2554 YMGP models) – Press **Hold** to put a call on hold until you can return to it. (The red light next to the button goes on to remind you that you have a call on hold.) In order to return to the held call, press **Hold** again, or if you have hung up, pick up the handset. If you desire music-on-hold or a second dial tone, contact your system manager.

The **Message Light** (only on the 2500/2554 YMGP models) A red light which flashes when a message has been left for you or when a call is coming in (that is, when the telephone is ringing). In order to retrieve your messages, you may need to contact you attendant.

The **Telephone Number Card** (on all telephone models) – For writing your area code and telephone number or your extension.

The **Handset Volume Control** (on all telephone models) – For raising or lowering the receive volume of the handset. Press **▲** to raise the volume; press **▼** to lower the volume.

The **Ringer Volume Control** (on all telephone models) – For raising or lowering the volume of the tone ringer on your telephone. There are three settings: Hi, Lo, and Off.

IMPORTANT SAFETY INSTRUCTIONS

The most careful attention has been devoted to quality standards in the manufacture of your new telephone. Safety is a major factor in the design of every set, but, safety is YOUR responsibility too.

Please read carefully the helpful tips listed below and on the next page. These suggestions will enable you to take full advantage of your new telephone. Then, retain these tips for later use.

Use

When using your telephone equipment, the following safety precautions should always be followed to reduce the risk of fire, electric shock, and injury to persons.

- Read and understand all instructions.
- Follow all warnings and instructions marked on the telephone.
- This telephone can be hazardous if immersed in water. To avoid the possibility of electric shock, do not use if while you are wet., If you accidentally drop the telephone into water, do not retrieve it until you have first unplugged the line cord from the modular jack. Then, call service personnel to ask about a replacement.
- Avoid using the telephone during electrical storms in your immediate area. There is a risk of electric shock from lightning. Urgent calls should be brief. Even though protective measures may have been installed to limit electrical surges from entering your business, absolute protection from lightning is impossible.
- If you suspect a natural gas leak, report it immediately, but use a telephone away from the area in question. The telephone's electrical contacts could generate a tiny spark. While unlikely, it is possible that this spark could ignite heavy concentrations of gas.
- Never push objects of any kind into the equipment through housing slots since they may touch hazardous voltage points or short out parts that could result in a risk of electric shock. Never spill liquid of any kind on the telephone. If liquid is spilled, however, refer servicing to proper service personnel.
- To reduce the risk of electric shock, do not disassemble this telephone. There are no user serviceable parts. Opening or removing covers may expose you to hazardous voltages. Incorrect reassembly can cause electric shock when the telephone is subsequently used.

Service

- Before cleaning, unplug the telephone from the modular wall jack. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning.
- Be sure to refer servicing to qualified service personnel when these conditions exist:
 - If liquid has been spilled into the telephone.
 - If the telephone has been exposed to rain or water.

- If the telephone has been dropped or the housing has been damaged.
- If you note a distinct change in the performance to the telephone.

SAVE THESE INSTRUCTIONS



When you see this warning symbol on the product, refer to the instructions booklet packed with the product for more information before proceeding.

CONSIGNES DE SÉCURITÉ

Nous avons porté la plus grande attention au respect des normes de qualité et de sécurité dans la fabrication de ce téléphone. Cependant la sécurité relève aussi de VOTRE responsabilité.

Afin de tirer le meilleur parti de votre nouveau téléphone, nous vous conseillons de lire attentivement ce document.

Conseils d'utilisation

Vous éviterez tout risque d'incendie, de décharge électrique ou de blessure en respectant scrupuleusement les règles de sécurité énoncées ci-dessous.

- Lisez attentivement toute la documentation fournie.
- Respectez les mises en garde et instructions indiquées sur le téléphone.
- Protégez-le de la pluie ou de toute autre source d'humidité. Pour éviter tout risque de décharge électrique, utilisez-le avec des mains parfaitement sèches. S'il tombait accidentellement dans l'eau, n'essayez pas de le récupérer avant d'avoir débranché le cordon d'alimentation. Demandez ensuite son remplacement auprès du personnel qualifié.
- Évitez de vous servir du téléphone pendant un orage. Si vous devez l'utiliser pour une urgence, efforcez-vous d'être bref. Bien que toutes les précautions aient été prises pour éviter les surtensions sur votre installation téléphonique, il est impossible de garantir une protection absolue contre la foudre.
- Toute fuite de gaz doit être signalée sans délai à l'aide d'un poste téléphonique suffisamment éloigné de la zone en question. En effet, les contacts électriques d'un téléphone peuvent générer de petites étincelles susceptibles de provoquer une explosion en cas d'accumulation de gaz.
- Ne jamais introduire quoi que ce soit dans les ouvertures du boîtier. Vous risquez de détériorer le téléphone et de recevoir une décharge électrique. Ne jamais verser de liquide sur l'appareil. Si cela arrivait accidentellement, débranchez-le et faites appel au personnel qualifié.
- Ne démontez ce téléphone sous aucune prétexte. Vous vous exposeriez à des tensions dangereuses et vous risqueriez de ne pouvoir le remettre dans son état initial. Vous ne pouvez en aucun cas le réparer vous-même.

Conseils d'entretien

- Pour nettoyer le téléphone, débranchez d'abord le cordon d'alimentation. N'employez aucun produit d'entretien (liquide, aérosol) mais utilisez un chiffon doux légèrement humide.
- Faites appel au personnel qualifié, dans tous les cas suivants:

- Un liquide a été renversé sur le téléphone.
- Le téléphone a été exposé à une humidité excessive (pluie ou autre).
- Le téléphone est tombé. Le boîtier est endommagé.
- Une anomalie est constatée dans le fonctionnement du téléphone.

CONSERVEZ CE DOCUMENTATION



Avant toute manipulation ou lorsque vous rencontrez ce symbole sur le produit, consultez le manuel livré avec le matériel.

INSTALLING YOUR TELEPHONE

On the 2554 models, the 3-inch line cord is already connected to the back of the telephone; the user must plug the other end into the wall jack. On the 2500 models, the user must plug the line cord into the telephone and then plug the other end into the wall jack. On both models, the user must connect the handset to the telephone with the coiled handset cord.

Note: This equipment is registered to be used on telephone lines with "B" type ringing frequencies. However, some telephone companies use a variety of other ringing frequencies (for example, "A" or "C"). As a result, this telephone may or may not ring properly when connected to a telephone line that provides other than "B" type ringing. Consult your Avaya Inc. representative for advice.

Table/Desk Installation for the 2500 Models

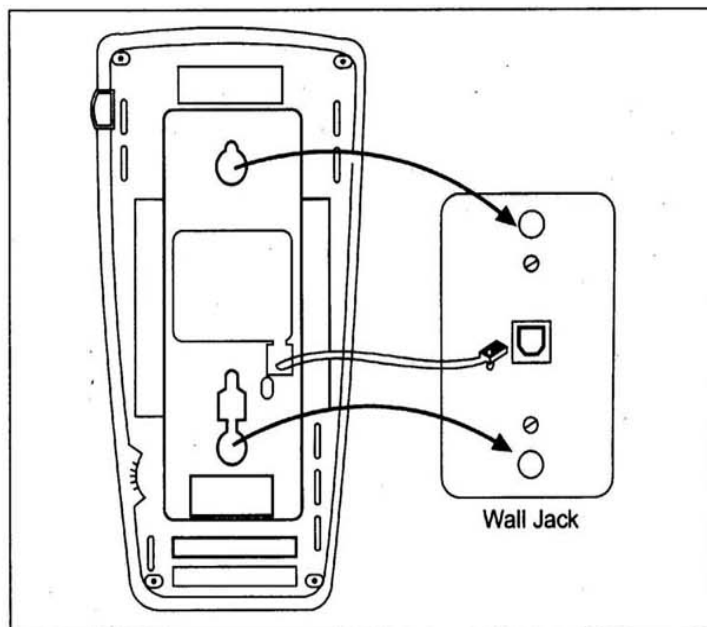
Use the 7-foot straight line cord that came with your telephone to connect the telephone to a modular jack. **WARNING:** Do not plug the handset cord into the line jack on the bottom of your telephone since it could damage your handset and the telephone.

- 1 Plug one end of the line cord into the line jack on the base of the telephone. You should hear the modular jack click into place.
- 2 Plug one end of the coiled handset cord into the handset jack on the base of the telephone until you hear the modular jack click into place.
- 3 Plug the other end of the handset cord into the handset.
- 4 Put the handset aside and turn the telephone over. Set the Ring Volume Control switch to the setting you want (Off/Lo/Hi).
- 5 Turn the telephone right-side up and place it on your desk or table.
- 6 Hang up the handset.
- 7 Plug the free end of the line cord into a telephone jack in your office.
- 8 Fill out the number card and place it on your telephone.
- 9 Lift the handset and listen for dial tone.

Wall Installation for the 2554 Models

- 1 Plug the free end of the 3-inch line cord, already connected to the line jack on the back of the telephone, into the modular wall jack. You should hear the modular jack click into place.

- 2 Align the mounting slots on the back of the telephone with the studs on the wall jack. Then, push the telephone firmly against the wall jack, and pull down until it is held securely by the mounting studs. (See the figure below)



Wall Mounting the 2554 Model

- 3 Plug one end of the coiled handset cord into the handset. Then, plug the other end into the jack at the base of the telephone. Hang up the handset.
- 4 Fill out the number card and place it on your telephone.
- 5 Lift the handset and listen for dial tone.

FCC REGULATIONS

Pertaining to this equipment

Interference Information (Part 15)

WARNING: Some telephone equipment generates and uses radio frequency energy and if not installed and used properly, that is, in strict accordance with the manufacturer's instructions, may cause interference to radio and television reception. These telephones have been type tested and found to comply with the limits for a Class B computing device in accordance with the specifications in Subpart J of Part 15 of FCC Rules, which are designed to provide reasonable protection against such interference in a residential installation.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause interference to radio or television reception, which can be determined by turning the equipment on and off, the user is encouraged to try to correct the interference by one or more of the following measures:

- Where it can be done safely, reorient the receiving television, radio, or radio antennae.
- To the extent possible, relocate the receiver with respect to the telephone equipment.

Consumer Information:

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the bottom of this equipment is a label that contains, among other information, a product identifier in the format US:AAAEQ##TXXXX. If requested, this number must be provided to the telephone company.

An applicable certification jacks Universal Service Order Codes (USQC) for the equipment is provided (i.e.RJ1C)in the packaging with each piece of approved terminal equipment.

A plug and jack used to connect this equipment to the premises wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. It is designed to be connected to a compatible modular jack that is also compliant. See installation instructions for details.

The REN is used to determine the number of devices that may be connected to a telephone line.

Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five(5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. [For products approved after July 23,2001, the REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point(e.g., 03 is a REN of 0.3). For earlier products, the REN is separately shown on the label.]

If this equipment(of one model among **2500MMGN, 2500YMGP, 2554MMGN or 2554YMGP**) causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. But if advance notice isn't practical, the telephone company will notify the customer as soon as possible. Also, you will be advised of your right to file a complaint with the FCC if you believe it is necessary.

The telephone company may make changes in its facilities, equipment. Operations or procedures that could affect the operation of the equipment. If this happens the telephone company will provide advance notice in order for you to make necessary modifications to maintain uninterrupted service.

Please follow instructions for repairing if any (e.g.battery replacement section); otherwise do not alternate or repair any parts of device except specified.

Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission or corporation commission for information.

This equipment is hearing aid compatible.

NOTICE: If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this[equipment ID]does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified Installer.

Should you experience trouble with this equipment, please contact (company name, repair centre address and phone number)for repair or warranty information. If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect the equipment until the problem is resolved.

NOTICE: According to telephone company reports, AC electrical surges, typically resulting from lightning strikes, are very destructive to telephone equipment connected to AC power sources. To minimize damage from these types of surges, a surge arrester is recommended.

WARRANTY INFORMATION

All terms and conditions specified in your agreement with Avaya Inc. apply.

CANADIAN REGULATIONS

This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus set out in the interference-causing equipment standard entitled "Digital Apparatus, "ICES-003 of the Department of Communications.

Cet appareil numérique respecte les limites de bruit radioélectrique applicables aux appareil numériques de

Class B prescrites dans la norme sur le matériel brouilleur: "Appareils Numériques, "NMB-003 edictée par le ministère des Communications.

NOTICE: The Canadian Department of Communications label identifies certified equipment. This certification means that the equipment meets certain telecommunications network protective, operational and safety requirements. The Department does not guarantee the equipment will operate to the user's satisfaction.

Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunications company. The equipment must also be installed using an acceptable method of connection. The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be coordinated by a representative designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment. Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines and internal metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

CAUTION: Users should not attempt to make such connections themselves, but should contact the appropriate electrical inspection authority, or electrician, as appropriate.

NOTICE: The Ringer Equivalence Number(REN) assigned to each terminal device provides an indication of the maximum number of terminals allowed to be connected to a telephone interface. The termination on an interface may consist of any combination of devices subject only to the requirement that the sum of the Ringer Equivalence Numbers of all the devices does not exceed 5.

Apparatus Code	Ringer Equivalence Number(REN)	Network Interfaces
2500MMGN	1.5B	CA11A,CA14A; RJ11C,RJ14C
2500YMGP	1.5B	CA11A,CA14A; RJ11C,RJ14C
2554MMGN	1.5B	CA11A,CA14W; RJ11C,RJ14C
2554YMGP	1.5B	CA11A,CA14W; RJ11C,RJ14C

Prepared by

BCS Product Documentation Development

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Middletown, NJ07748-9972

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Comcode 108396326

Issue 3

Feb.2004