



Calling Features User Guide

Call Return (*69)	*69 allows you to call the number of the last call that was received whether it was answered or not. Listen to instructions.
Call Waiting/ Cancel Call Waiting (*70)	Alerts you when someone else is calling you while on the phone, by hearing a tone. The tone is repeated in 10 secs. To answer, put 1st call on hold by pressing hook switch/flash. To put 2nd caller on hold or end 2nd call and go back to 1st caller, repeat. *70 gives you the option to suspend Call Waiting on an individual call or suspend while using your computer and modem. Activate by pressing *70, get a normal dial tone, dial your out going telephone number. Call Waiting is cancelled during this call and resumes when this call is terminated.
Caller ID Name/ #	Shows you the name and number of an incoming call before you answer. Some calls will be shown as “Unavailable”, “Withheld, or “Priv.”
Non published #	Non published numbers are NOT published in any telephone directory or released to any operator directory assistance company. LaValle Telephone’s non-published customers have their telephone line automatically blocked so any outgoing call you make, registers as PRIV (Private) on the called party’s caller ID unit.
Release Non-Pub number to Caller ID (*82)	NON-PUB Customers automatically have this feature at no cost. This allows your name & number to appear on the called to party’s display unit on a call-by-call basis. To activate, press *67, listen for tones followed by a dial tone, then dial your number.
Caller ID Block for regular numbers (*67)	Customers automatically have this feature no cost. This feature allows customers to block their name and # from going out on Caller ID on a per-call basis. Dial *67 plus the number you wish to call.
Distinctive Ring #	Provides you with another phone number on your existing line. This number has a distinctive ring and can be listed separately in the white pages & directory assistance. The distinct ring pattern on incoming calls lets you know before you answer which number was dialed, your regular number or the distinctive ring number that was assigned to you.
Call Forward on Busy (*90 *91)	Allows customer to re-direct calls to another line when the customer is using their line. To turn on Call Forward on Busy, press *90 and listen for confirmation tones followed by dial tone. Then dial the number where calls will be forwarded to if your line is busy. Listen for confirmation. Press *91 to turn off.
Call Forward No Answer (*92 *93)	Allows the customer to re-direct calls to another line when their phone rings and is not answered after 4 rings. To turn on, press *92, listen for confirmation tone then dial the number where calls will be forwarded to. Press *93 to turn off.
Priority Call (*61)	Provides a distinctive ringing tone on incoming calls coming from pre-selected list of numbers. Program up to 10 numbers. To ACTIVATE: Press *61. An announcement will tell you how to create, add, delete or review your list. To cancel, press *61 again at



Calling Features User Guide

	dial tone.
Selective Call Forward (*63 *85)	Forwards incoming calls from numbers you specify, off your list (of up to 10) to another telephone number. You can access the list and edit by pressing *63. If you do not wish to forward the calls, deactivate by pressing *85.
3-Way Calling	Put your 1st call on hold by depressing the hook switch or flash, listen for quick tones followed by a dial tone. Dial the next #. If busy or no answer, depress hook switch or flash, bring back 1st call, depress hook switch or flash again. If answered bring 1st call back by pressing and quickly releasing hook switch or flash button. All three parties will be on the line.
Selective Call Block (*60 *80)	Allows you to block incoming calls from up to 10 pre-selected numbers. When someone calls you from one of these selected numbers, your phone will not ring and the caller goes to an announcement saying you are not accepting calls. TO ACCESS: get dial tone, Press *60. Listen for instructions on your call rejection options. An automated voice will help you create, add, delete, change or review your rejection list. To cancel, get dial tone, Press *80.
Call Reject (*77 *87)	Allows you to reject calls from parties who have blocked delivery of their name and number to your Caller ID service. If you wish to activate this feature, press *77. The caller gets routed to a denial announcement. If you wish to turn it off, press *87.
Selective Call Accept (*64 *84)	You can pre-program up to 10 numbers from which you choose to accept calls from at any given time. The numbers are stored and remain inactive until you turn it ON. When you turn it ON, only calls from those numbers on your list will ring through. All other calls will hear a message that you are not accepting calls at this time. You must turn it OFF by pressing *84 in order to stop blocking other calls from coming in. TO ACTIVATE: Get dial tone, Press *64. An announcement will tell you whether the service is off or on. Continue to listen to instructions on how to add, delete, change or review the numbers you stored on your list.
Call Forward (*72 *73)	Allows you to re-direct calls to another line. (For example, if you will not be home but can not miss an expected call, forward your calls to where you will be.) To turn on, press *72 and listen for dial tones followed by a regular dial tone. Then dial in the number you wish the calls to be forwarded to and listen for the confirming dial tone. Turn the feature OFF by pressing *73.
Fixed Call Forward (*94 *95)	Allows you to have a specific number programmed at the switch which you turn on with *94 to have calls forwarded to the fixed number where you want your calls to go. Turn off with *95 when you are home and wish to receive your calls at home.
Speed Dial 30 (*75 or *79)	Allows you to code 30 frequently called numbers using a two-digit code. You can add, change or delete a speed dial code by pressing



Calling Features User Guide

	<p>*75. Listen to instructions by the automated voice. To view your speed dial code list of numbers, press *79. Your codes are 20 – 49.</p>
<p>Speed Dial 8 (*74 or *78)</p>	<p>Allows you to code 8 frequently dialed numbers with a one digit code. Add, change or delete by pressing *74. To view your 8 number speed dial code list of numbers, press *78. Your codes are 2-9.</p>
<p>Call Back (*66 *86)</p>	<p>Call back is an outgoing call management feature that will automatically dial a busy number for up to 30 minutes. When the called number is no longer busy, you will hear a special ring. You take your phone off-hook and the called party's line rings. To Activate: After reaching a busy number, press hook switch or flash and quickly get a special dial tone. Press *66. If your called party is no longer busy the call is connected. If the number is busy, the switch plays a tone. Hang up. When the called line is idle, the caller hears a special ring. You, the caller, takes your phone off hook and your called party's line will ring. To Deactivate: If you wish to cancel this service at anytime before the 30 minute limit elapses, press *86.</p>
<p>Voice Mail</p>	<p>Make sure you never miss another call. Whether you're away from home, on the phone, connected to dial-up internet, or too far from the phone, Voice Mail answers the incoming calls with your own personal recorded greeting. A time and date stamp is provided with every message left and you can easy access your voice mail remotely from any touch tone phone. No equipment to purchase, store or repair. Advanced voice messaging services include Sub-mail boxes, multiple greetings, distribution lists and e-forward service, where your voice mail messages can be e-mailed to you while you use the internet so you never miss a call and receive a copy of the voice message as an e-mail.</p>
<p>Toll Control w/Pin (no charge)</p>	<p>Having problems with your long distance bills becoming too high? Are the kids calling their friends way too much? Then control your long distance with TCWP. (Toll Control with Pin). Choose a 4 digit pin number, call LaValle Telephone Cooperative, request TCWP and the representative will activate your PIN number. To Use: Listen for a dial tone, dial the number you are calling, wait for another tone, enter your pin # and the call will go through.</p>