



**HOW
TO USE
THE NEW**



**CARD
DIALER
TELEPHONE
WITH
Touch-Tone[®]
DIALING**

A STEP-BY-STEP GUIDE TO CARD CODING AND OPERATION

OF THE NEW CARD DIALER TELEPHONE WITH TOUCH-TONE® DIALING



Telephone calls can be dialed manually by using TOUCH-TONE push-button dialing. The same letters and numbers that are on dial telephones are now on the buttons of the CARD DIALER telephone with TOUCH-TONE dialing.

When making a call, you will hear a combination of soft musical tones as you push each button. These tones tell you that your call is progressing.

Be careful not to push two buttons at the same time, or to push the buttons too lightly, because this will prevent your call from being completed.

If you make a mistake, hang up a moment and start over when you hear the dial tone. If you need assistance, the operator will be glad to help you. Just push the button marked "operator".

To make a call just lift the handset and wait for the dial tone. Then push the buttons in the same order as the two letters and five digits (or the seven digits) of the number you are calling.

Don't forget to use the prefix code and Area Code (if required) when making a Direct Distance Dialing call.

Consult your local directory for complete dialing instructions.

TO PREPARE DIALING CARDS

(If an Area Code, Prefix Code or other code is required to reach an outside line, read the instructions in step five before punching card.)

LOCAL CALLS

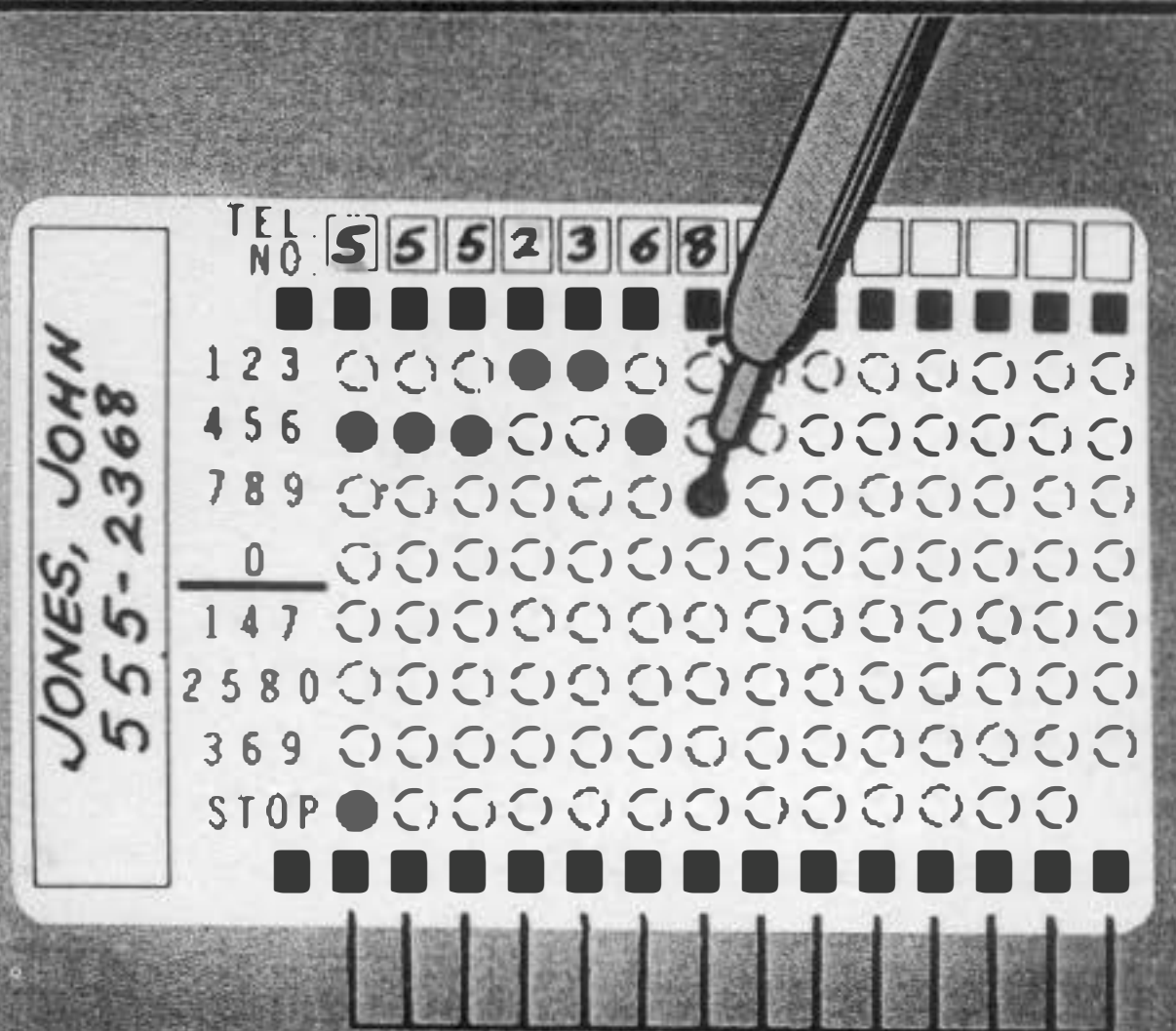
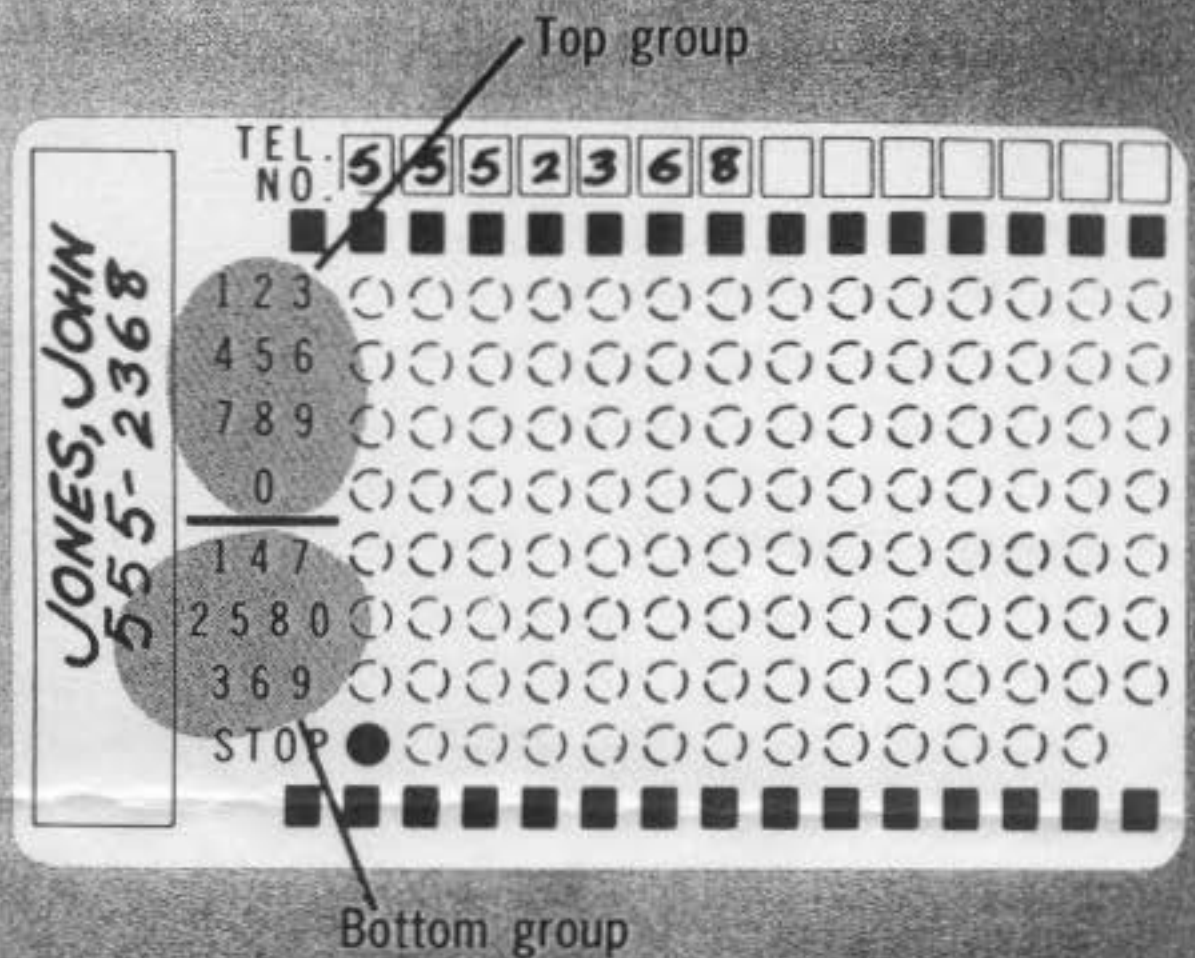
1 On the left side of the card write the name and number to be called.

Write the telephone number in the spaces on the top, converting letters to corresponding numbers. Use dial as reference. **EXAMPLE:** KLondike 5-2368 should be written 555-2368.

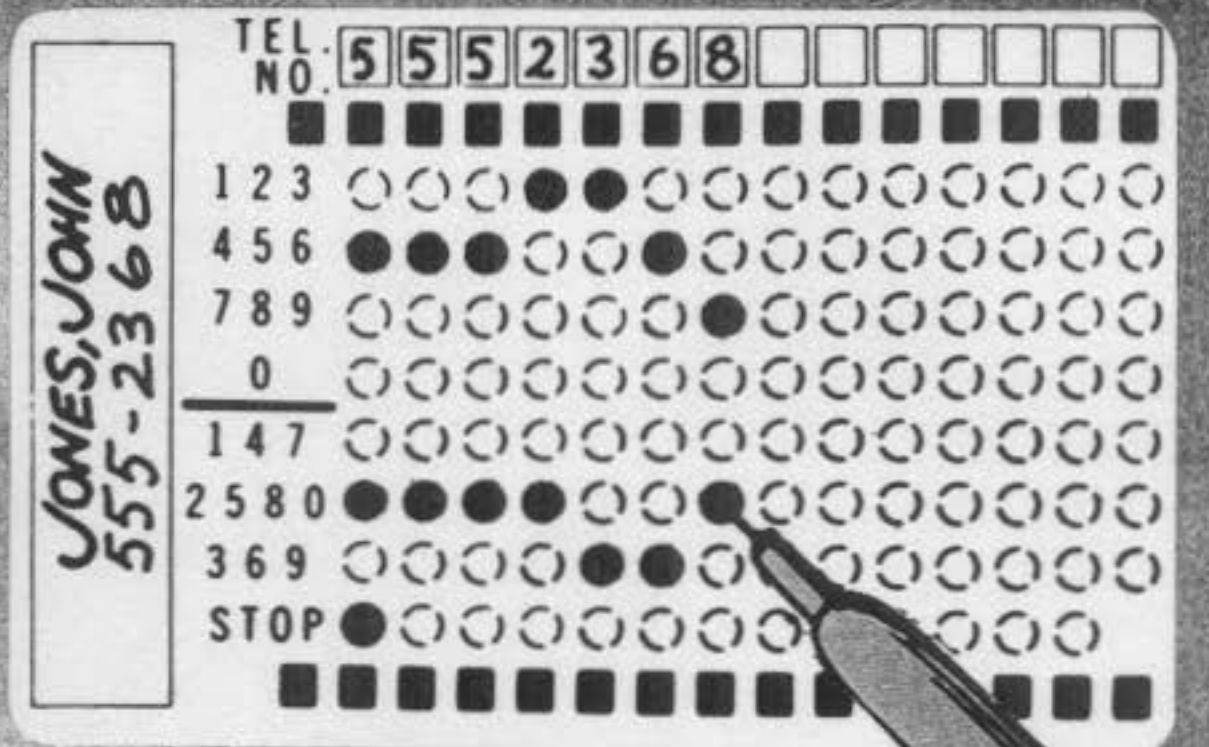
2 Two groups of numbers are printed on the card. The telephone number must be punched in the **top** group of numbers and also in the **bottom** group.

3 Using the top group of numbers only, locate the disc in the column under the first digit of the telephone number that corresponds with that digit in the printed number group. Punch out the disc with a ball-point pen or pencil. Follow this procedure until the telephone number has been punched in the **top** group.

4 Repeat the same procedure for the **bottom** group of numbers. When completed there should be two holes in each column for each digit.



A column of discs is associated with each digit of telephone number



Two holes punched in each column for each digit

JONES, JOHN
9-555-2368

TEL NO: 9 5 5 5 2 3 6 8

1 2 3	○	○	○	○	●	○	○	○	○	○	○	○	○
4 5 6	○	○	○	○	○	○	○	○	○	○	○	○	○
7 8 9	○	○	○	○	○	○	○	○	○	○	○	○	○
0	○	○	○	○	○	○	○	○	○	○	○	○	○
1 4 7	○	○	○	○	○	○	○	○	○	○	○	○	○
2 5 8 0	○	○	○	○	○	○	○	○	○	○	○	○	○
3 6 9	○	○	○	○	○	○	○	○	○	○	○	○	○
STOP	○	○	○	○	○	○	○	○	○	○	○	○	○

5

On a PBX extension where a code (such as "9") is required to reach an outside line, this number must be punched preceding all other numbers. If a second dial tone is required, the STOP disc in the second column must be punched. Also in the second column, punch the first of the remaining numbers. EXAMPLE: 9-(STOP)-555-2368.

LONG DISTANCE CALLS

Direct Distance Dialing
(Prefix Code Required)

JONES, JOHN
1-311-555-2368

TEL NO: 1 3 1 1 5 5 5 2 3 6 8

1 2 3	○	○	○	○	○	○	○	○	○	○	○	○	○
4 5 6	○	○	○	○	○	○	○	○	○	○	○	○	○
7 8 9	○	○	○	○	○	○	○	○	○	○	○	○	○
0	○	○	○	○	○	○	○	○	○	○	○	○	○
1 4 7	○	○	○	○	○	○	○	○	○	○	○	○	○
2 5 8 0	○	○	○	○	○	○	○	○	○	○	○	○	○
3 6 9	○	○	○	○	○	○	○	○	○	○	○	○	○
STOP	○	○	○	○	○	○	○	○	○	○	○	○	○

1 DIRECT DISTANCE DIALING (Station Calls Only.) A Prefix Code and Area Code for Direct Distance Dialing, when required, must be punched out before the telephone number. EXAMPLES:

Prefix Code required:
1-311-555-2368

Prefix Code not required:
311-555-2368

2 EXPANDED DIRECT DISTANCE DIALING (Person, Collect and Credit Card Calls.) This service permits dialing person, collect and credit card calls direct. A Prefix Code—0 (Zero)—must be punched out before the Area Code and telephone number. EXAMPLE: 0.311-555-2368

Expanded Direct Distance Dialing
(Prefix Code Required)

JONES, JOHN
0-311-555-2368

TEL NO: 0 3 1 1 5 5 5 2 3 6 8

1 2 3	○	○	○	○	○	○	○	○	○	○	○	○	○
4 5 6	○	○	○	○	○	○	○	○	○	○	○	○	○
7 8 9	○	○	○	○	○	○	○	○	○	○	○	○	○
0	○	○	○	○	○	○	○	○	○	○	○	○	○
1 4 7	○	○	○	○	○	○	○	○	○	○	○	○	○
2 5 8 0	○	○	○	○	○	○	○	○	○	○	○	○	○
3 6 9	○	○	○	○	○	○	○	○	○	○	○	○	○
STOP	○	○	○	○	○	○	○	○	○	○	○	○	○

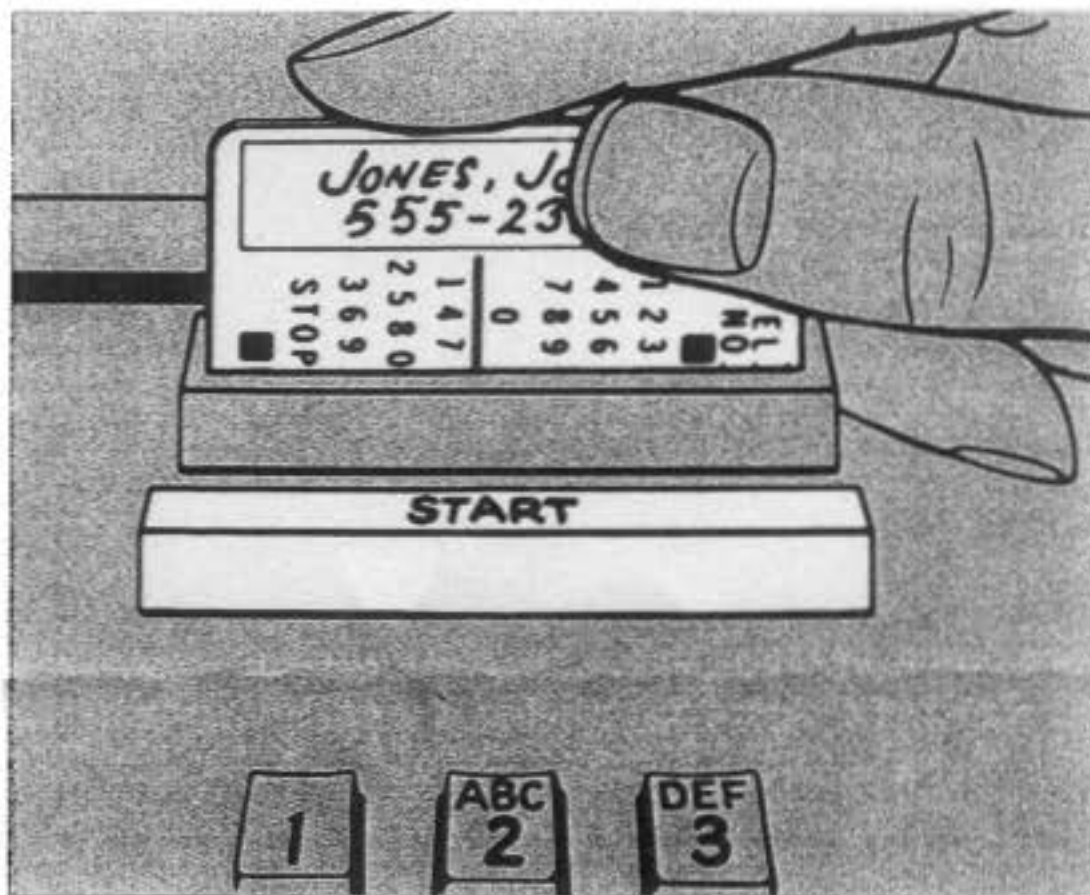
3 PBX EXTENSION. Remember to punch in a code (such as "9") when it is required to reach an outside line. EXAMPLES:

Station Call
(Second Dial Tone Required):
9-(STOP)-1-311-555-2368

Person Call
(Second Dial Tone Not Required):
9-0-311-555-2368

HOW TO OPERATE

1 Insert card in slot with name facing you and press down all the way.



2 Remove handset and listen for dial tone.

When dial tone is heard depress START BAR firmly (card will rise as number is dialed).

When placing an outside call from a PBX extension with a second dial tone, the card should stop after the Access Code (such as the digit "9") has been dialed. After hearing the second dial tone, depress the START BAR again and dialing will proceed.



3 To stop a call during the automatic dialing process, hang up the handset. The card will be released automatically.

To release an inserted card prior to dialing, simply hang up the handset and depress the START BAR.

Never remove a card until it is released.

NOTE: Disturbing the card during a call may interfere with conversation.





MULTI-BUTTON
CARD DIALER
TELEPHONE

The Multi-Button CARD DIALER telephone has a row of six buttons to the right of the Touch-Tone dial, providing up to six lines. Usually, one button provides a hold; other buttons may provide local signaling, "intercom" circuits or other features.

To answer a call, simply depress the line button which is flashing and lift the handset. To make a call, depress an unlit button, pick up the handset and dial the number you wish to call.

OTHER BELL SYSTEM TELEPHONES WITH TOUCH-TONE® DIALING TO MEET YOUR BUSINESS AND HOME COMMUNICATION NEEDS

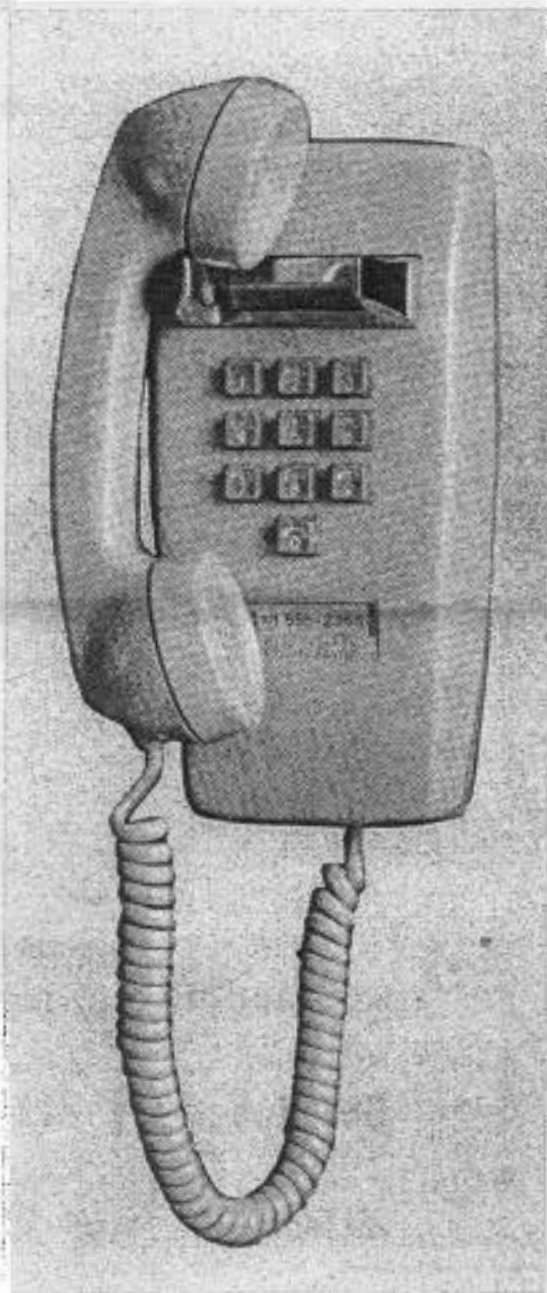
The multi-button telephone is ideal for the busy office. Now available with TOUCH-TONE dialing, it makes up to five lines available to one station and provides a "hold" capability.



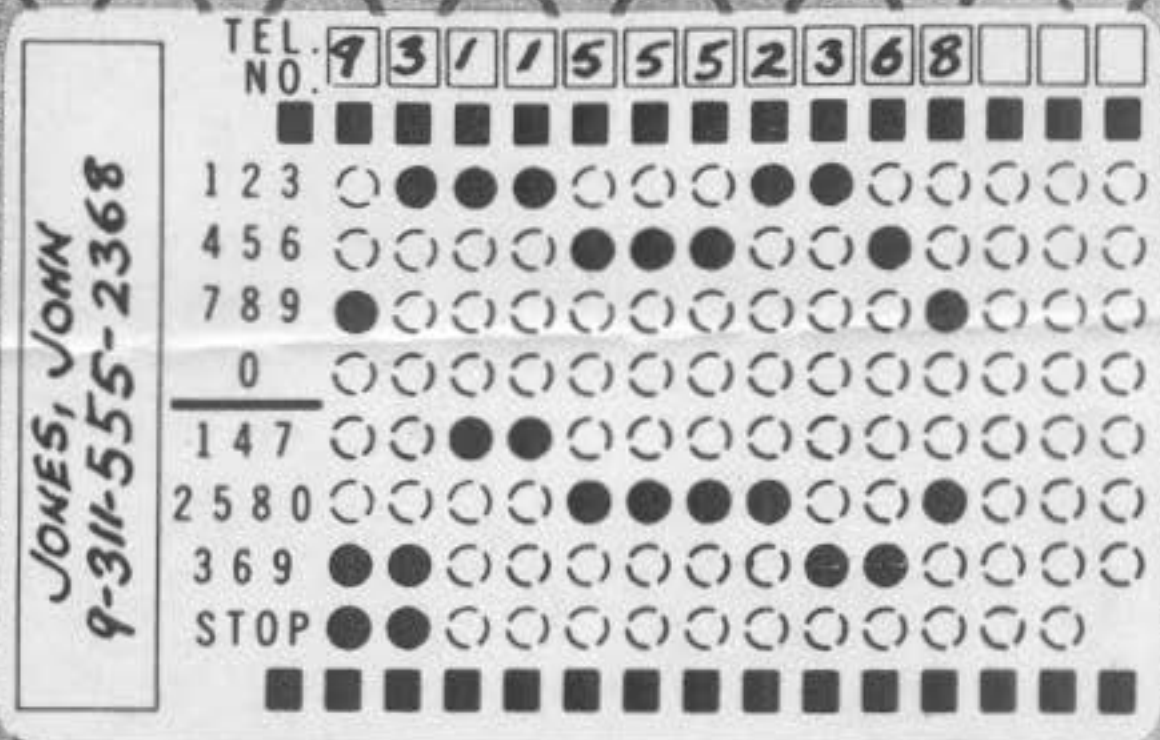
The CALL DIRECTOR® desk-top telephone with TOUCH-TONE dialing is designed with flexibility in mind. There's flexibility for the receptionist who answers phones for a number of people or for the businessman who needs more than five lines with a hold capability.



Now available with TOUCH-TONE dialing, the familiar desk telephone brings a new dimension in speed and ease of use to the home and office.



Use the convenient wall telephone in the office or shop, in your kitchen or recreation room at home. This handsome TOUCH-TONE set comes in the same smart colors as regular desk sets.



CARD DIALER TELEPHONE WITH TOUCH-TONE[®] DIALING.

Another product of BELL SYSTEM TEAMWORK
 Developed by BELL TELEPHONE LABORATORIES
 Manufactured by WESTERN ELECTRIC Brought to you, as a service, by your BELL TELEPHONE COMPANY