

## **INVENTORY INSTRUCTIONS FOR AVAYA PARTNER PHONE SYSTEMS**


Performing an inventory is important to determine what features are available to you by finding out the release of the Partner Processor, what your capacity for lines and extensions are now and what room for growth is available and overall an awareness of your phone system.

The first thing to do is to determine the release of the Partner Processor. This can be done by selecting the **Feature # 1** on any Partner phone's keypad. There will then be a series of 2 beeps. See below for the options and the key. Or for the ACS series you can select **Feature 59** and the Processor release will be displayed on any LCD/display screen system phone.

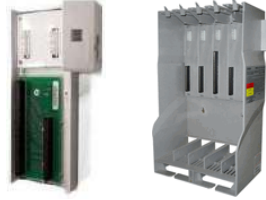
RELEASE	PARTNER BASIC	PARTNER PLUS	PARTNER II	PARTNER ACS	PARTNER ENDEAVOR (SMALL)	PARTNER ENDEAVOR (LARGE)
1	1 beep	2 beeps	2-1 beeps	5-1 beeps	2-1-1 beeps	2-2-1 beeps
				F59=P ACS R1.0		
1.1				5-1 beeps		
				F59=P ACS R1.1		
2	3 beeps	4 beeps	2-2 beeps	5-2 beeps	2-1-1 beeps	2-2-1 beeps
				F59=P ACS R2.0.1		
3	1-3 beeps	2-4 beeps	3-1 beeps	5-3 beeps		
				F59=P ACS R3.0		
3.1	1-3 beeps	1-2 beeps	1-4 beeps			
4	2-3 beeps	3-2 beeps	3-3 beeps	5-4 beeps		
				F59=P ACS R4.0		
4.0.1			3-4 beeps			
4.1	4-1 beeps	4-2 beeps	4-3 beeps			
5				5-5 beeps		
				F59=P ACS R5.0		
6				5-6 beeps		
				F59=P ACS R6.0		
7				5-P-1-P-2 beeps		
				F59=P ACS R7.0		

- \* Partner Basic Processor has a capacity of up to 2 lines and up to 6 phones
- \* Partner Plus and Partner II Processors have no capacities for lines or phones and are Processors only
- \* Partner ACS Processors Releases 1-6 have a capacity for up to 3 lines and up to 8 phones
- \* Partner ACS Processor Release 7 has a capacity of up to 5 lines and up to 9 phones

After the Processor has been identified it will be required to go to where the phone system is located to

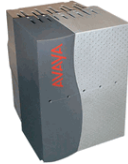
verify any additional equipment. The Processor module will look like this  and may be a stand alone

unit or it may reside in a 2 slot or 5 slot carrier as shown



the 5 slot carrier may have


a cover on it as shown next.



The Processor module will be in the 3<sup>rd</sup> slot of the 5 slot carrier and may have PC cards in it. **DO NOT REMOVE THEM** but do your best to read the labeling on them – such as Remote Access or Back-Up Restore or Partner Messaging PC Card Small/Large etc. and they will look



like this or this . The Expansion modules will look similar to the Processor module but they will have a little square sticker on it displaying a 3 digit # followed by an E (Expansion) or an EC

(Expansion & Caller ID compatible) – such as 308EC, 012, 400EC, 206, 206E, 206EC etc.  The naming convention of the modules is such that the first digit represents the number of maximum lines and the following 2 digits represent the maximum number of extensions the module can support. There are also Voice Mail modules such as Partner Messaging, Partner Mail, Partner Mail VS etc and they may have

port/license cards in them looking like  or this  - **AGAIN DO NOT REMOVE THEM** but notate what is on the card like 2 port license card etc.

The phones should be marked as Partner MLS 6, 12, 12D, 18, 18D, 34D or just Partner 6, 6D, 18, 18D or 34D or Partner CA (Call Assistant) 48. If the phones are not labeled just count the number of programmable buttons and if there is a LCD display screen. Example the MLS 6 has square buttons and 6

programmable buttons – not including the key pad etc but only the top buttons  whereas the newer

Partner 6D has oval buttons and a LCD display screen  . The below configuration is an example:

ACS R 4 Processor w/ Remote Access PC Card  
5 slot carrier  
308EC Expansion Module  
Partner Messaging Module w/ 4 port license card.

This configuration would have a capacity for up to 6 lines and up to 16 phones with up to 200 mailboxes.