

INTERCONNECT SYSTEMS



Mitel HX & 5000 Setting Time and Date

Here are the steps for changing the date and time.

With the handset down, press 9800, the display will show date (current date) press # or accept to skip to the Time XX:XX prompt.

Use the dial pad buttons to enter the time in hours and minutes. (Example, enter 09:00 for 9:00).

If the system is set for 12 hour format, the display shows AM or PM (AM=1 PM=2).

Once the selection is made the display will show system date and time updated. If you press a button other than 1 or 2 the display will show invalid time and you will be prompted to enter a new time.