



Daylight Saving Time - Panasonic

Starting in the spring of 2007, daylight saving time (DST) will transition to comply with the Energy Policy Act of 2005. Your phone system will need to be adjusted manually on the following dates:

Beginning: **Second Sunday in March**, 2:00 A.M., move forward one hour.
Ending: **First Sunday in November**, 2:00 A.M., move back one hour.

To update the date and time on your Panasonic telephone system, follow the instructions listed below.

From the Administrator telephone (Station 100 by default) do the following:

- With handset on hook, Press ON/OFF.
- Press PROG key ('Program Mode' is displayed on line 1).
- Press # Twice (##)
- Select FF1, which is 'System Program' displayed on line 1.
- Select 1, which is 'Select Time Mode' and press #.
- Select 2, which is 'Time Set Mode' and press #.
- Enter the two digit Hour and Minute (HHMM) in 24-hour format and press #.
- Press ON/OFF to save and exit programming mode.

The new time and date will now be displayed in all display phones.

For further questions, contact Leanne Larsen in our office.
Contact: Leanne Larsen 208-529-9400, Extension 1100