



Daylight Saving Time - Toshiba

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/time/day on your Toshiba telephone system, follow the instructions listed below.

From the Administrator telephone (Station 200 by default) do the following:

To Set Date:

- With handset on hook, press the intercom key+651.
- Enter the two digit Year (07), Month (03), Day. So YYMMDD
- Press Redial. You will hear the confirmation tone.
- Press Speaker. Phone will return to idle mode.

To Set Time:

- With handset on hook, press the intercom key+652.
- Enter the time HHMMSS.
- Press Redial. You will hear the confirmation tone.
- Press Speaker. Phone will return to idle mode.

To Set Day of the Week:

- With handset on hook, press the intercom key+653.
- Enter the number which corresponds with the appropriate day of the week:
1=Sunday 2=Monday 3=Tuesday 4=Wednesday 5=Thursday 6=Friday 7=Saturday
- Press Redial. You will hear the confirmation tone.
- Press Speaker. Phone will return to idle mode.

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