



Daylight Saving Time - Intertel

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 Intertel/Executone telephone system, follow the instructions listed below.

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

- With handset on hook, enter 9800 (**System Date/Time**) OR enter 9810 (**Network Date/Time**).
- Enter the two digit Month (03).
- Enter the two digit Day.
- Enter the two digit Year (07).
- Enter the two digit Hour.
- Enter the two digit Minute.
- If the system is set for 12-hour display format, press 1 for AM or press 2 for PM.

You have now entered the date and time as follows: MMDDYYHHMM, followed by 1 for AM or 2 for PM. Your phone display will give a confirmation message.

To finish, pick up and hang up your handset. On large display phones, select Exit.

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