

Toshiba CTX & CIX – System Time Change

To change the time/date on your Toshiba system, follow the instructions below:

To confirm you are at the correct handset:

Dial # 402 – the display should read: phy000 port 000

To set the time:

1. From extension 200 or your main phone with a display
Leaving the handset piece down
Dial # 652, with the handset on-hook. You hear a confirmation tone
2. Enter the time (HHMMSS) in the 24-hour clock format
H=hour, M=minute and S=seconds

Example:

0 6 0 5 3 0 = 6:05AM and 30 seconds

1 4 3 0 4 5 = 2:30PM and 45 seconds

3. Press #. You hear a confirmation tone
4. Press Spkr. The telephone returns to the idle mode

To set the date:

1. From any Toshiba phone with a display
Leaving the handset piece down
Dial #651, with the handset on-hook. You hear a confirmation tone
2. Enter the date (YYMMDD)
3. Press #. You will hear a confirmation tone
4. Press Spkr. The telephone returns to the idle mode