

CITINET Quick Reference Guide

Feature	Activate	Cancel	Feature	Activate	Cancel
Call Hold	[R] / Flash [*] [2] [2]		Appointment Service	[*] [0] [2] [H] [H] [M] [M]	[#] [0] [2]
Call Pick Up	[*] [1] [1]		Call Security	[*] [0] [4] [P] [P] [P] [P]	[#] [0] [4] [P] [P] [P] [P]
Direct Call Pick Up	[*] [2] [1] [Intercom No.]		Call Transfer	[R] / Flash [Tel. No.] Hang Up	
Conference Call	[R] / Flash [Tel. No.] [R] / Flash Conference begins		Do not Disturb	[*] [0] [1]	[#] [0] [1]
			Record or Change Password	[*] [0] [6] [P] [P] [P] [P]	
			Override Do not Disturb	[P] [P] [P] [P]	
Call Waiting	[R] / Flash	[#] [0] [7] Suspend Call Waiting [#] [1] [7] Cancel Call Waiting [*] [1] [7] Resume Call Waiting	Follow Me	[*] [1] [5] [1] Eng. / [3] Chi. [CITINET tel. no.] [P] [P] [P] [P] [1] [Tel. no. ^ to forward] Wait for confirmation tone ^ Dial 9 first for outside numbers	[*] [1] [5] [1] Eng. / [3] Chi. [CITINET tel. no.] [P] [P] [P] [P] [2] Wait for confirmation tone
Call Forwarding All calls	[*] [0] [5] [Tel. no. ^ to forward]	[#] [0] [5]	Short Code Dialing		
When your line is busy	[*] [2] [5] [Tel. no. ^ to forward]	[#] [2] [5]	Store one digit [*] [0] [9] [C] (2-9) [Tel. No.] [#]		
When no one answers	[*] [3] [5] [Tel. no. ^ to forward] ^ Dial 9 first for outside numbers	[#] [3] [5]	Store two digits [*] [0] [3] [C] [C] (20-49) [Tel. No.] [#] To use [*] [*] [C] or [C] [C] [#]		