Telephone Label Form

You can use this form to print the feature and telephone number label that fit on the programmable keys of ATC Impression telephone sets. If you need more information about which features are available for use on a single-line telephone set, you can use STAR Access to obtain a listing or call 5-HELP. Other helpful resources include Programming Your ATC Keys and Using Features: Single-Line Phones.

To use this form, make sure you have your 🖑 tool selected.

To create labels:

On the label template, you can select any of the text as you would in a word processor and type over it to customize the label for your set. For example, if you programmed the first key to dial voice mail, you can select the text on the key labeled "Key #1" and type "3-0000." If you programmed the second key to use the call pickup feature, you can select the text on the key labeled "Key #2" and type "Call Pickup."

All text is editable, so you can customize feature names or add any text to suit your specific needs.

Once you have finished setting up your label, you can print and cut out using the dotted lines as guides.

For additional assistance, contact CNS at 5-HELP.

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Programmable Feature Keys Label

Telephone Number Label