SBX IP 320™

Quick-Start Guide v. 2.3

VERTICAL™

Purpose of this Guide:

This Quick Start guide is designed to help the first-time installer set up the SBX system to make and receive phone calls.

Contents:

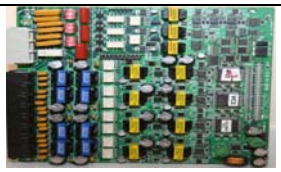
1. Parts needed

This section identifies the essential parts to setting up the SBX IP 320 system, and optional parts which you may also install.

You should have the following items to begin:

1 – SBX main cabinet	
1 – AC power cord, supplied with main cabinet	
Documentation CD, supplied with main cabinet	
At least one digital 24-button SBX phone (4024-00)	

Depending on the desired system configuration, you may also have these optional items: -

Voice mail card (4000-80)	
Expansion card (4032-00)	

You will need one Philips head size #2 screwdriver.

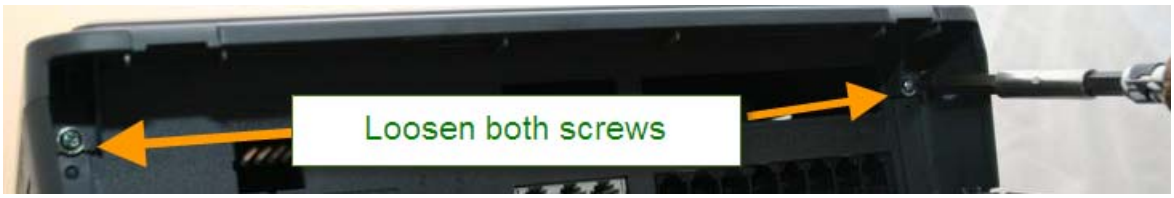
2. Basic system setup

This section describes how to open the cover so that the dip switches may be set to make the system ready for installation, and prepare for the addition of optional voice mail and expansion cards.

1. Remove the parts from their packing cartons. To protect the system from static electricity, do not touch the voice mail or expansion cards unless wearing a grounding strap.

2. Flip open the hinged cord cover.

3. Turn the two cover-retaining screws counter-clockwise to loosen them.

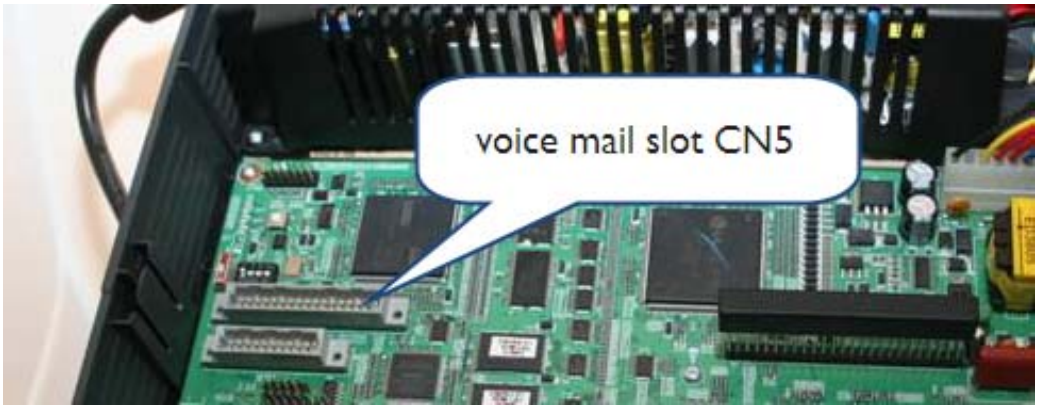


4. Lift the top cover away from the cabinet. Do not plug in the cabinet's AC power cord yet.

3. Optional: Installing the voice mail card

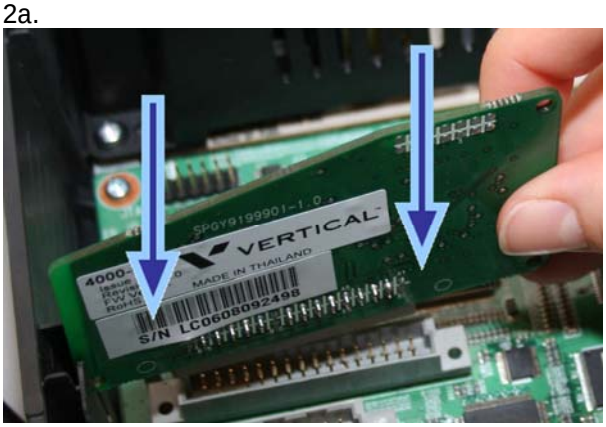
The step may be skipped if you do not have the optional voice mail/auto attendant card (VMIB).

1. Carefully remove the voice mail/auto attendant card (VMIB), from its packaging. With the cover removed from the main cabinet, locate the slot shown in the picture below.



2. Slowly insert the contact edge of the voice mail card into slot CN5. Ensure that the card is seated in the slot and is level with the main cabinet. There are no retaining screws or pins.

2a.



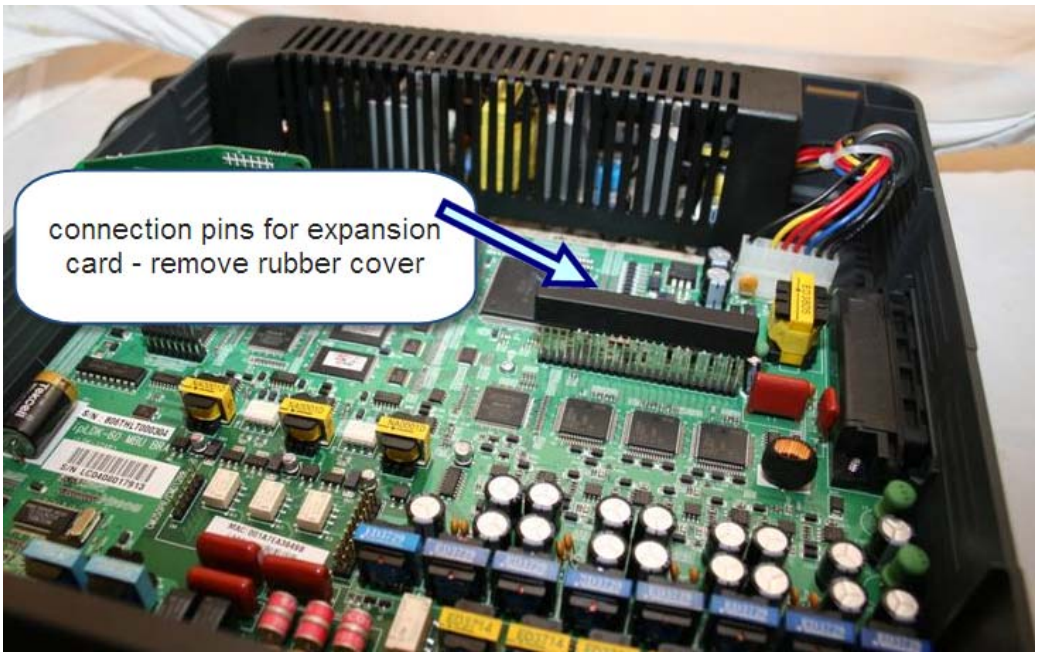
2b.

4. Optional: Installing the expansion card

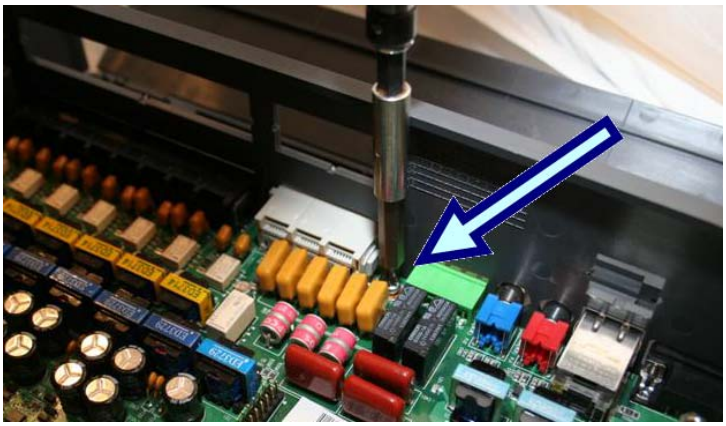
The step may be skipped if you do not have the optional system expansion card (CHB308).

1. Carefully remove the expansion card from its packaging. Note the set screw and standoff that are included in the box. With the cover removed from the main cabinet, identify the connection pins and cover shown in the picture below.

2. Remove the rubber cover.

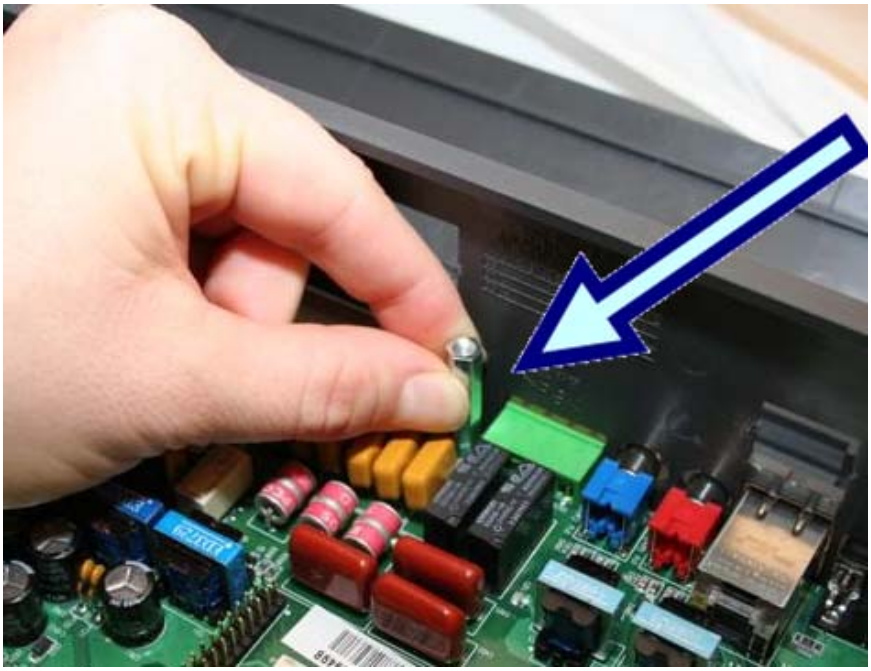


3. With a #2 Philips screwdriver, remove the set screw which sits between the CO ports and the green relay terminals of the main board as shown here:



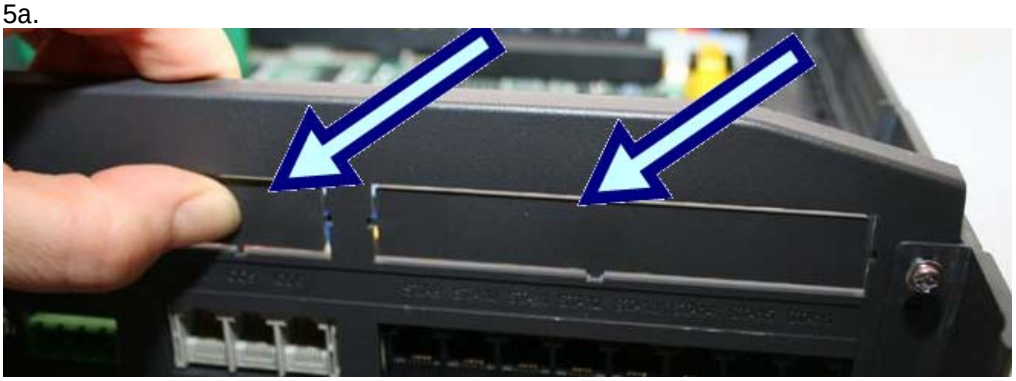
Note: Do not discard the screw. It will be used later.

4. Replace the removed screw with the metal standoff that is included in the packaging with the CBH308 board. Screw the standoff in with your fingers and hand-tighten. Do not over-tighten.



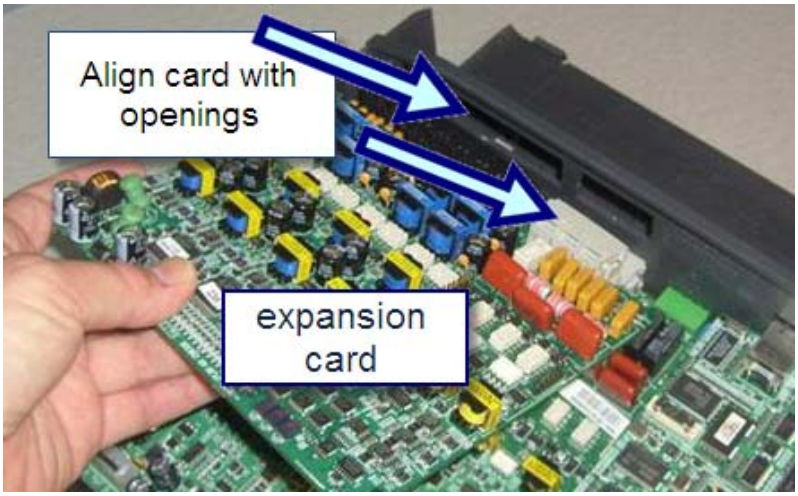
5. Remove the knockout panels shown here using only your fingers:

5a.

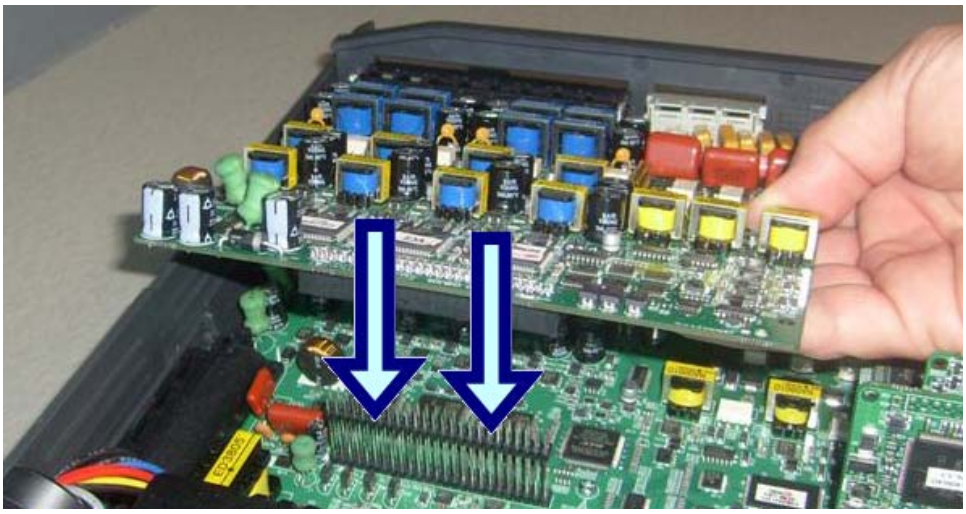


5b.

Align the edge of the card which has the communication connectors (the RJ-11 ports) with the new openings in the cabinet as shown here:

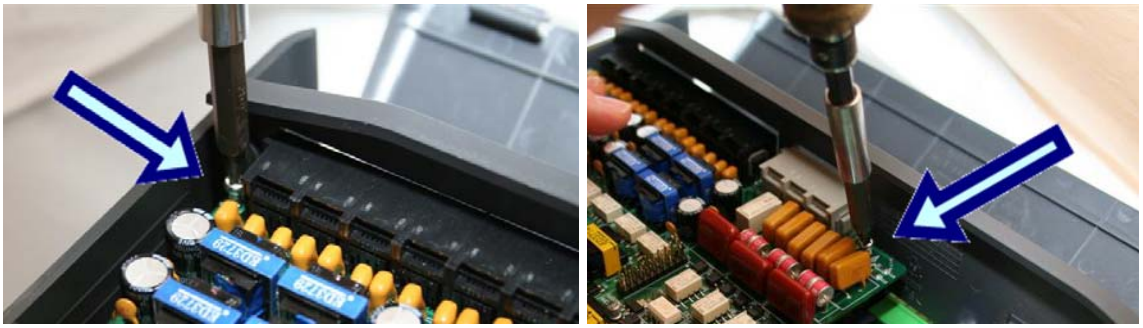


6. Seat the rear edge of the card carefully onto the pins that extend upward from the main board as shown here:



Use care when seating the board to avoid bending the connector pins.

7. Place the set screws carefully where indicated and gently secure using a screwdriver. Do not over tighten.

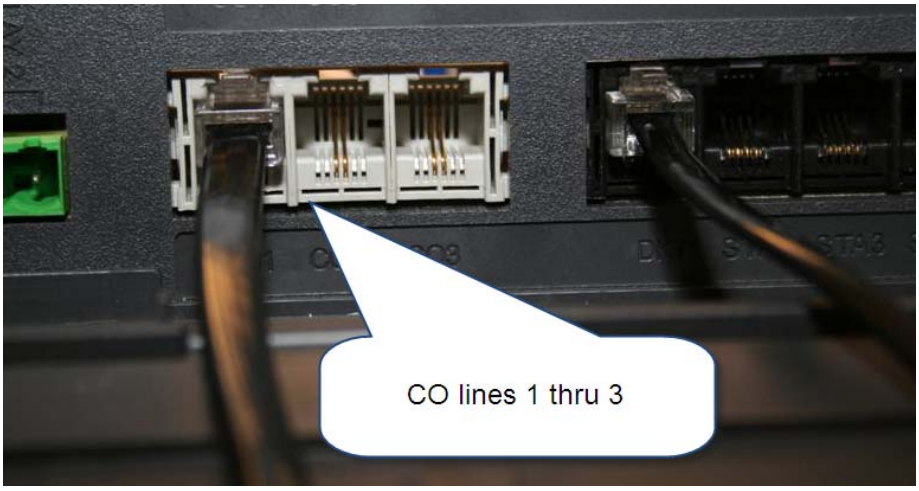


5. Connecting trunk (CO) lines and phones

This section describes how to connect the telephone trunk lines (CO lines) and telephones to the system. Phone lines to the phone company Central Office, or CO, are often referred to as 'trunk lines' or 'CO lines.'

Connecting Phone Lines

1. Plug the telephone lines into the ports marked CO1 through CO3 on the main cabinet (CO1-CO6 if using an expansion board).



Note: For instructions on mounting the KSU to a back board or punching down wiring connections, see the *SBX IP 320 Installation Guide* on the documentation CD supplied with the product.

Connecting Telephones

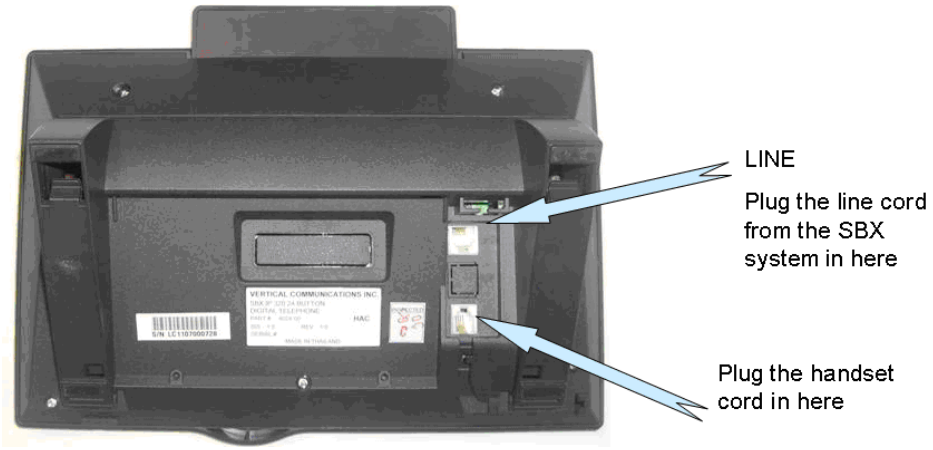
1. Unpack the telephones from their packing boxes.


Telephone


handset (receiver)

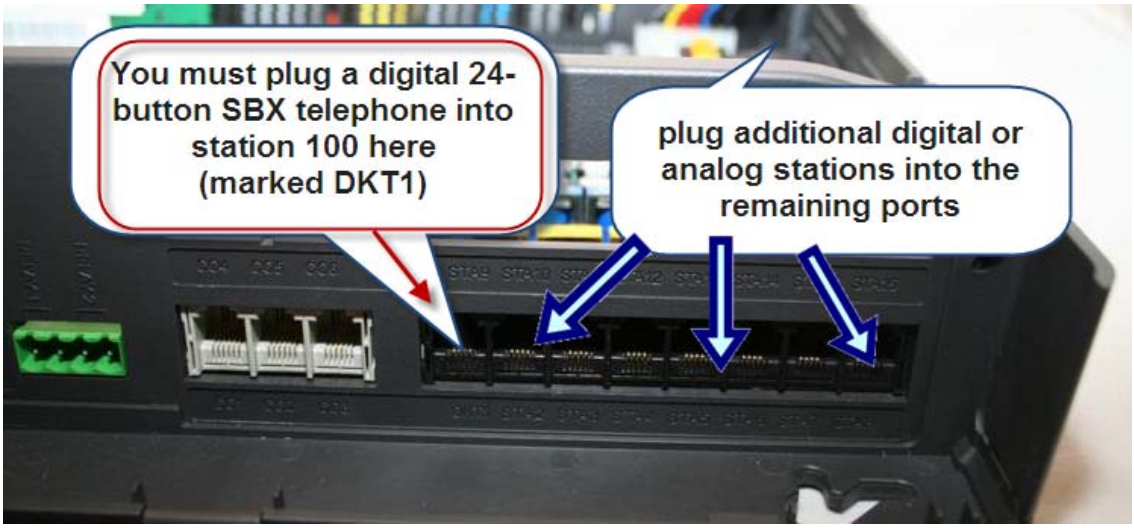

line cord

2. Turn the phone over. Plug the end of the handset cord into the socket indicated below.



3. Plug the line cord into the LINE socket as shown below.

4. Using the provided line cord, connect a 24-button SBX digital phone to the first phone extension port, which is marked “DKT1” as shown here:



5. Connect any additional digital or single-line phones to the station ports numbered STA2–STA8 (up to STA16 if you have an expansion card installed). Ensure that the included 4 wire (2 pair) modular cord is used when connecting each digital phone to the system.

Note: For details on punching down wiring connections from a backboard, see the *SBX IP 320 Installation Guide* on the documentation CD supplied with the main cabinet.

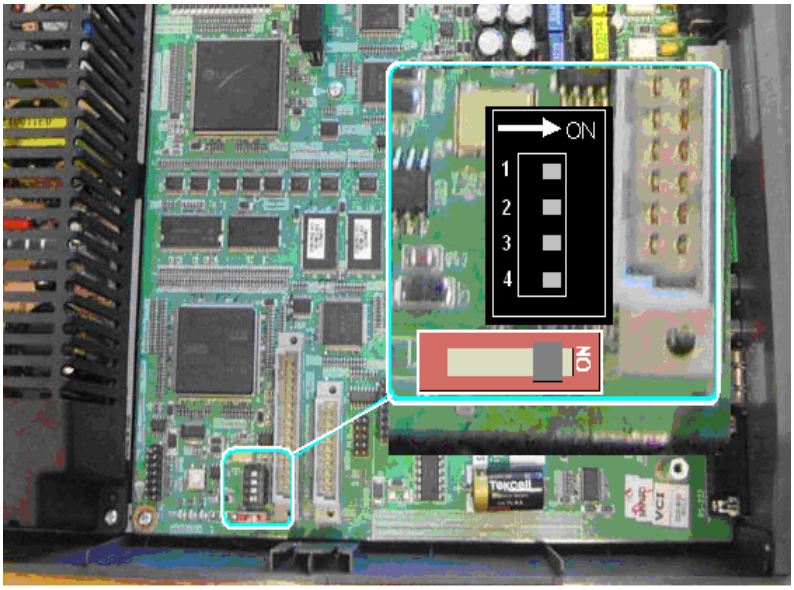
6. System Start-up

This start-up sequence will initialize the database and allow you to begin using the system. Initializing the database ensures that any settings used in testing are erased and any optional cards are automatically detected by the system.

1. Plug the power cord(s) into a dedicated, surge-protected power outlet. Do not turn the power switch on.

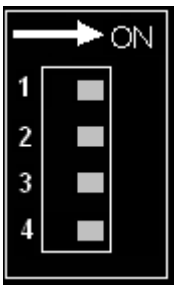
2. Connect the KSU ground connection to a proper ground using a copper wire.

3. On the cabinet's main board, locate the dip switches indicated here:



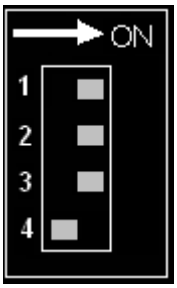
4. Place the switch SW2 (Battery) in the ON position.

5. Place switches 1-4 on bank SW1 in the ON position.



6. Power the system up; wait ten seconds.

7. Place switch 4 on SW1 in the OFF position



8. Replace the main cabinet cover.

Note: This switch configuration will allow the database to retain changes as you program features on the system.

Caution! If switch 4 on SW1 is ON and the system is reset, any customer database programming will be lost.

You are now ready to make and receive calls on the SBX IP 320 system. Proceed to the next page for voice mail setup.

Optional: Set up for voice mail

This section will set the system up to have unanswered calls forwarded to voice mail. The optional voice mail/auto attendant card (VMIB) must be installed prior to following the next steps.

Refer to the diagram above regarding the location of the TRANS/PGM and flexible buttons.

Follow these steps from the phone at extension 100:

1. Access system programming by pressing TRANS/PGM, ✶, #. You will hear a confirmation tone.
2. Press TRANS/PGM and dial 227 (Authorization codes). "BIN" numbers correspond to station positions, i.e., 001=STA 100, 002 = STA 101, and so on.
3. Enter "001" to select station 100. Press Flex Button 1. Enter 100, SAVE. Save is a soft key indicated by the phone's display.
4. Press BACK (soft key). Enter "002" to select station 101. Press Flex Button 1. Enter 101, SAVE.
5. Press BACK, select next bin number. Proceed to match up Authorization codes (mailbox passwords) with Station IDs. Authorization codes must be unique.

Record a mailbox greeting for each mailbox:

6. From each digital phone press TRANS/PGM, digits 6 1, then #.
7. Record a mailbox greeting then press HOLD. Hang up.
8. Repeat for each phone until there is a greeting recorded in each mailbox.

Your voice mail boxes are now ready for use.

Note: Refer to the *SBX IP 320 Installation Guide* and *SBX IP 320 Programming Guide* included on the documentation CD for detailed setup and programming.

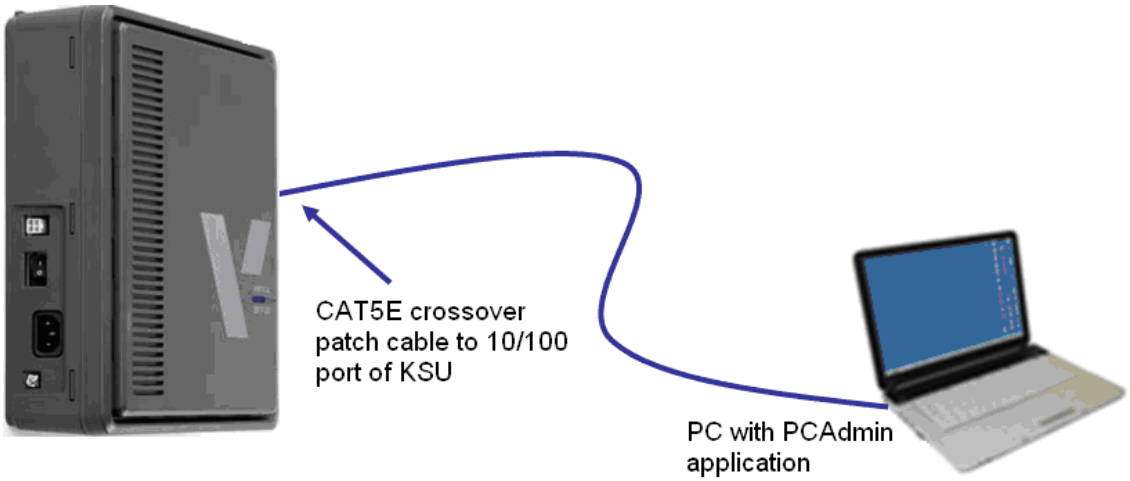
Advanced Programming Using PCAdmin for Windows

The majority of programming tasks are much easier with the PCAdmin online tool.
Download the latest version of PCAdmin from **http://vconnnect.vertical.com**. Note there are two ways to connect via the 10/100 port (as well as via serial and modem).

10/100 port: Making a direct connection using a crossover UTP CAT5e cable to the SBX's LAN port:

1. Set your PC's LAN port to the following settings:
    a. Speed: 10 Mbps
    b. Duplex: Half
    c. IP address: 192.168.1.2
    d. Subnet Mask: 255.255.255.0
    e. Default Gateway: blank

2. Ensure that the KSU's LAN port is at its default configuration (IP Address 192.168.1.1)
3. Connect a CAT5e crossover cable directly between your PC and the KSU's LAN port as shown in the diagram.
4. Launch PCAdmin and follow the instructions in the PCAdmin documentation for connected to your KSU at its default IP address 192.168.1.1.



10/100 port: Connection via fast Ethernet switch (LAN):
When connecting to the KSU over the Local Area Network (LAN), use a straight-through CAT5e patch cable. Set the KSU's IP addressing using PGM 108 in system programming.

Alternative connection options: You also have the option to connect PCAdmin via RS-232 or modem. Refer to the PCAdmin documentation for more details.