

PARTNER Messaging
Planning Form 3a – Automated Attendant
Schedule & Fax Assignment

Automated Attendant Number (1-4) _____

Schedule Controller <i>(for Day/Night Service)</i>
Switch Mode ♦
Weekly Business Schedule
Both the Switch Mode and the Weekly Business Schedule

Weekly Business Schedule

Specify a weekly schedule if the Automated Attendant follows the Weekly Business Schedule or follows both the Switch Mode and the Weekly Business Schedule. Only enter open/closed times if open. For 24-hour open operation, set Open to 0000 and Closed to 2359.

Option	Day	Open or Closed ♦	Open (hhmm) <small>hh=00-23 mm=00-59</small>	Closed (hhmm) <small>hh=00-23 mm=00-59</small>
1	Sunday			
2	Monday			
3	Tuesday			
4	Wednesday			
5	Thursday			
6	Friday			
7	Saturday			
9	All Days			

FAX Extension: _____

♦ = *Factory Setting*