



## **Setting Time And Date On Siemens Hipath**





Every so often the time on your system will need to be altered either by a few minutes or by the hour to comply with BST. To adjust the time yourself follow these easy steps.

All programming is normally done via the main extension, usually your reception phone.

- Leaving the handset down, dial **\*95**
- When asked for a username again enter **\*95**
- You will then be prompted for a password at which simply press the '***Tick***' key
- This will take you into 'System admin – User' menu

11 System Speed Dial  
12 Time  
13 Date  
14 CDR  
15 Extension Name  
16 Text Messages

- Dial **12** for Time and press the \* key to change
- Enter the correct time in 24hr clock notation
- And press the '***Tick***' key to confirm

*\*On some systems the username and password have been changed to 12345*