



# **Call Accounting**

**for**

# **HYBREX G1/G2**

# CALL ACCOUNTING PACKAGE

**If Techs have programmed a key for each feature**

Eg. Check In – Check Out – Charge Enquiry

Press            **Programmed** key  
Dial             **Apartment number**  
Press            **Save** key  
Press            **PRG/VU** key

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## MANUAL METHOD OF CALL ACCOUNTING FEATURES

### **CHECK IN**

This feature allows guests to use an apartment phone

#### **Handset down**

Press            **Hotel/FNC**                            key  
Press            **1**    on keypad  
Dial             **Extension number** of apartment  
Press            **Save**                                        key  
Press            **PRG/VU**                                    key

### **CHECK OUT**

Total guest call costs and print out

**NOTE \*\*\* Once this is cleared you ARE UNABLE to go back and retrieve call costs**

#### **Handset down**

Press            **Hotel/FNC**                            key  
Press            **2**    on keypad  
Dial             **Extension number** of apartment  
Press            **Save**                                        key  
Press            **PRG/VU**                                    key

**NOTE \*\*\* Once this is cleared you cannot go back to retrieve call cos**

**CHARGE  
ENQUIRY**

To obtain a reading of accumulating phone call costs which prints to the screen only

**Handset down**

Press **Hotel/FNC** key  
Press **3** on keypad  
Dial **Extension number** of apartment  
Press **Save** key  
**Read Screen**  
Press **PRG/VU** key

**METER  
PULSE RATE**

To **obtain** meter pulse rate (the cost of the outgoing calls)

**Handset down**

Press **Hotel/FNC** key  
Press **4** on keypad  
**Read Screen**  
Press **Save** key  
Press **PRG/VU** key

**PRINT OUT**

To obtain a print out of an apartment's phone calls without checking the room out  
**NOTE \*\* Make sure printer has paper and is turned on**

**Handset down**

Press **Hotel/FNC** key  
Press **5** on keypad  
Dial **Extension number** of apartment  
Press **Save** key  
Press **PRG/VU** key

**CREDIT  
LIMIT**

Set credit limit for certain rooms

**Handset down**

Press **Hotel/FNC** key  
Press **9** on keypad  
Dial **Extension number** of apartment  
Enter **Credit limit (Meter Pulses)**  
Press **Save** key  
Press **PRG/VU** key