

## *KP-5032 Keypanel and KP-4016 Keypanel Technical Manual*

*up to and including version 1.1.0  
includes support for  
Control Package  
Audio Package*



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 <p>THE LIGHTNING FLASH AND ARROWHEAD WITHIN THE TRIANGLE IS A WARNING SIGN ALERTING YOU OF "DANGEROUS VOLTAGE" INSIDE THE PRODUCT.</p>	<p><b>CAUTION</b></p> <p>RISK OF ELECTRIC SHOCK DO NOT OPEN</p> <p>CAUTION: TO REDUCE THE RISK OF ELECTRIC SHOCK, DO NOT REMOVE COVER. NO USER-SERVICEABLE PARTS INSIDE. REFER SERVICING TO QUALIFIED SERVICE PERSONNEL.</p>	 <p>THE EXCLAMATION POINT WITHIN THE TRIANGLE IS A WARNING SIGN ALERTING YOU OF IMPORTANT INSTRUCTIONS ACCOMPANYING THE PRODUCT.</p>
SEE MARKING ON BOTTOM/BACK OF PRODUCT.		



**WARNING:** APPARATUS SHALL NOT BE EXPOSED TO DRIPPING OR SPLASHING AND NO OBJECTS FILLED WITH LIQUIDS, SUCH AS VASES, SHALL BE PLACED ON THE APPARATUS.

**WARNING:** THE MAIN POWER PLUG MUST REMAIN READILY OPERABLE.

**CAUTION:** TO REDUCE THE RISK OF ELECTRIC SHOCK, GROUNDING OF THE CENTER PIN OF THIS PLUG MUST BE MAINTAINED.

**WARNING:** TO REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK, DO NOT EXPOSE THIS APPARATUS TO RAIN OR MOISTURE.

**WARNING:** TO PREVENT INJURY, THIS APPARATUS MUST BE SECURELY ATTACHED TO THE FLOOR/WALL/RACK IN ACCORDANCE WITH THE INSTALLATION INSTRUCTIONS.

	This product is AC only.
	

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## *Important Safety Instructions*

1. Read these instructions.
2. Keep these instructions.
3. Heed all warnings.
4. Follow all instructions.
5. Do not use this apparatus near water.
6. Clean only with dry cloth.
7. Do not block any ventilation openings. Install in accordance with the manufacturer's instructions.
8. Do not install near any heat sources such as radiators, heat registers, stoves, or other apparatus (including amplifiers) that produce heat.
9. Do not defeat the safety purpose of the polarized or grounding-type plug. A polarized plug has two blades with one wider than the other. A grounding type plug has two blades and a third grounding prong. The wide blade or the third prong are provided for your safety. If the provided plug does not fit into your outlet, consult an electrician for replacement of the obsolete outlet.
10. Protect the power cord from being walked on or pinched particularly at plugs, convenience receptacles, and the point where they exit from the apparatus.
11. Only use attachments/accessories specified by the manufacturer.
12. Use only with the cart, stand, tripod, bracket, or table specified by the manufacturer, or sold with the apparatus. When a cart is used, use caution when moving the cart/apparatus combination to avoid injury from tip-over.
13. Unplug this apparatus during lightning storms or when unused for long periods of time.
14. Refer all servicing to qualified service personnel. Servicing is required when the apparatus has been damaged in any way, such as power-supply cord or plug is damaged, liquid has been spilled or objects have fallen into the apparatus, the apparatus has been exposed to rain or moisture, does not operate normally, or has been dropped.



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# *Introduction*

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The KP-4016/5032 series keypanels deliver superior high-quality digital audio using OMNEO technology from Bosch with Dante audio over IP via either copper or fiber. The KP-4016/5032 series keypanels delivers audio, free of noise, delay, and other artifacts present in legacy technology. This family of keypanels includes a rich set of connectors as standard, including **GPIO** (General Purpose Input and Output) and **RC** (Rear Connector) kit. As with other RTS products, emphasis is placed on backward compatibility with previous generations of matrices including analog technology.

The KP-4016/5032 series utilizes the latest generation of wide angle TFT displays providing superior clarity, resolution, and longer display life delivering high-quality readability under a variety of lighting conditions.

Optionally, there are two (2) packages (Control and Audio) with additional features and functions, such as voice message, real-time control, keypanel mirroring, etc. For more information on these packages, see “Audio and Control Packages” on page 293.

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## *Features*

- Superior digital, high-quality audio over IP (Internet Protocol) included through OMNEO technology, the branded IP-based solution from Bosch.
- Advanced signal processing, delivering an audio experience, free of noise, echo, delay and other artifacts present in legacy technology.
- Backward compatible with legacy technologies, such as analog audio in USOC and 568-B formats.
- All previous optional hardware connectors (RC, GPI, etc) are now standard.
- New wide-angle high-definition display.
- Enhanced keypanel menus optimized for ease of use.
- Front panel headset connector is field-swappable, making it simple to change the default 6-pin XLR headset connector with either a 5-pin XLR or 4-pin XLR headset connector without opening the unit, as needed.
- For an additional price each, an Audio and/or Control add-on package is available for the KP-4016/5032, to greatly expand your keypanel and intercom system experience and capabilities. For more information on these packages, see “Audio and Control Packages” on page 293.

## Specifications

### LCD Display

#### KP-4016:

Active Area .....	120.10mm (wide) x 18.77mm (high)
Dot Resolution.....	576 x 90 pixels
Color Resolution .....	16-bit (64K) RGB color
View Angle.....	80 degrees (typical; all directions)

#### KP-5032

Active Area .....	120.10mm (wide) x 35.86mm (high)
Dot Resolution.....	576 x 172 pixels
Color Resolution .....	16-bit (64K) RGB color
View Angle.....	80 degrees (typical; all directions)

### Power Supply:

Type:.....	External DC
AC Input:.....	100–240VAC 50/60Hz


### General Purpose Inputs and Outputs:

#### Outputs

Type (relays).....	SPDT
Contact Rating.....	1AMP @ 30VDC

#### Inputs

Type.....	Optically Coupled
Input Voltage .....	5-18 VDC on A+

♦A+ is internally pulled to 5VDC. Connect K- to  to activate. ♦

### Inputs:

#### Matrix

Type.....	Balanced
Typical Input Level .....	+8dBu
Typical Input Impedance.....	>10kΩ
Maximum Input Level.....	+20dBu
Supported Bandwidth.....	100Hz to 20kHz

#### Aux 1 and Aux 2

Type.....	Balanced
Typical Input Level .....	+8dBu
Typical Input Impedance.....	>10kΩ

### Front Panel Mic

Type .....	Electret
Typical Input Level.....	-42dBu
Typical Input Impedance .....	1kΩ
Maximum Input Level .....	-25dBu

### Rear Panel Mic

Type .....	Electret
Typical Input Level.....	-42dBu
Typical Input Impedance .....	1kΩ
Maximum Input Level .....	-25dBu

### Front and Rear Headset Mic - Electret

Typical Input Level.....	-42dBu
Typical Input Impedance .....	1kΩ
Maximum Input Level .....	-25dBu

### Front and Rear Headset Mic - Dynamic

Typical Input Level.....	-50dBu
Typical Input Impedance .....	600Ω
Maximum Input Level .....	-25dBu

### Outputs:

#### Matrix

Type .....	Balanced
Typical Output Level .....	+8dBu
THD+N% .....	<0.20%
Typical Output Impedance.....	600Ω
Maximum Output Level .....	+20dBu
Frequency Response .....	100Hz to 20kHz

### MIC/LINE Out

Type .....	Balanced
Typical Output Level .....	+8dBu
THD+N% .....	<0.20%
Typical Output Impedance.....	600Ω
Maximum Output Level .....	+20dBu
Frequency Response .....	100Hz to 20kHz

**Headset - Front, Rear, Left, Right**

Maximum  
Output Power ..... 125mW for 32Ω load  
Earphone Impedance ..... 16Ω and above  
THD+N% ..... <0.20%  
Frequency Response ..... 100Hz to 20kHz

**Speaker - Rear**

Maximum Output Power ..... 5W for 8Ω load  
Speaker Impedance ..... 4Ω and 8Ω  
THD+N% ..... <0.20%  
Frequency Response ..... 100Hz to 20kHz

**Speaker - Front**

SPL ..... 84dBSPL for 1kHz sine wave @ 1 meter

**Digital:****OMNEO Channels**

Typical OMNEO Latency ..... 1ms  
Frequency Response ..... 20Hz - 20kHz

**Environmental:****Dimensions****KP-4016**

17.39" W (without rack ears) x 1.72" H x 3.88" D  
(441.82mm x 43.8mm x 98.5mm  
[111.11mm including volume knobs and lever keys])

**KP-5032**

17.39" W (without rack ears) x 3.46" H x 3.88" D  
(441.82mm x 87.96mm x 98.5mm  
[111.11mm including volume knobs and lever keys])

**Weight**

KP-4016 ..... 3.5lb. (1.58kg)  
KP-5032 ..... 4.89lb (2.22kg)  
Power Supply ..... 0.53lb (0.24kg)  
Power Supply  
Mounting Bracket ..... 0.30lb (0.14kg)

**Temperature**

Operating ..... 0°C to 55°C (32°F to 131°F)  
Storage ..... -20°C to 70°C (-4°F to 158°F)

**Power Consumption:****KP-4016**

Nominal ..... 12 Watts  
Maximum ..... 15 Watts  
Maximum Volt Amp ..... 48 VA

**KP-5032**

Nominal ..... 13 Watts  
Maximum ..... 18 Watts  
Maximum Volt Amp ..... 48 VA

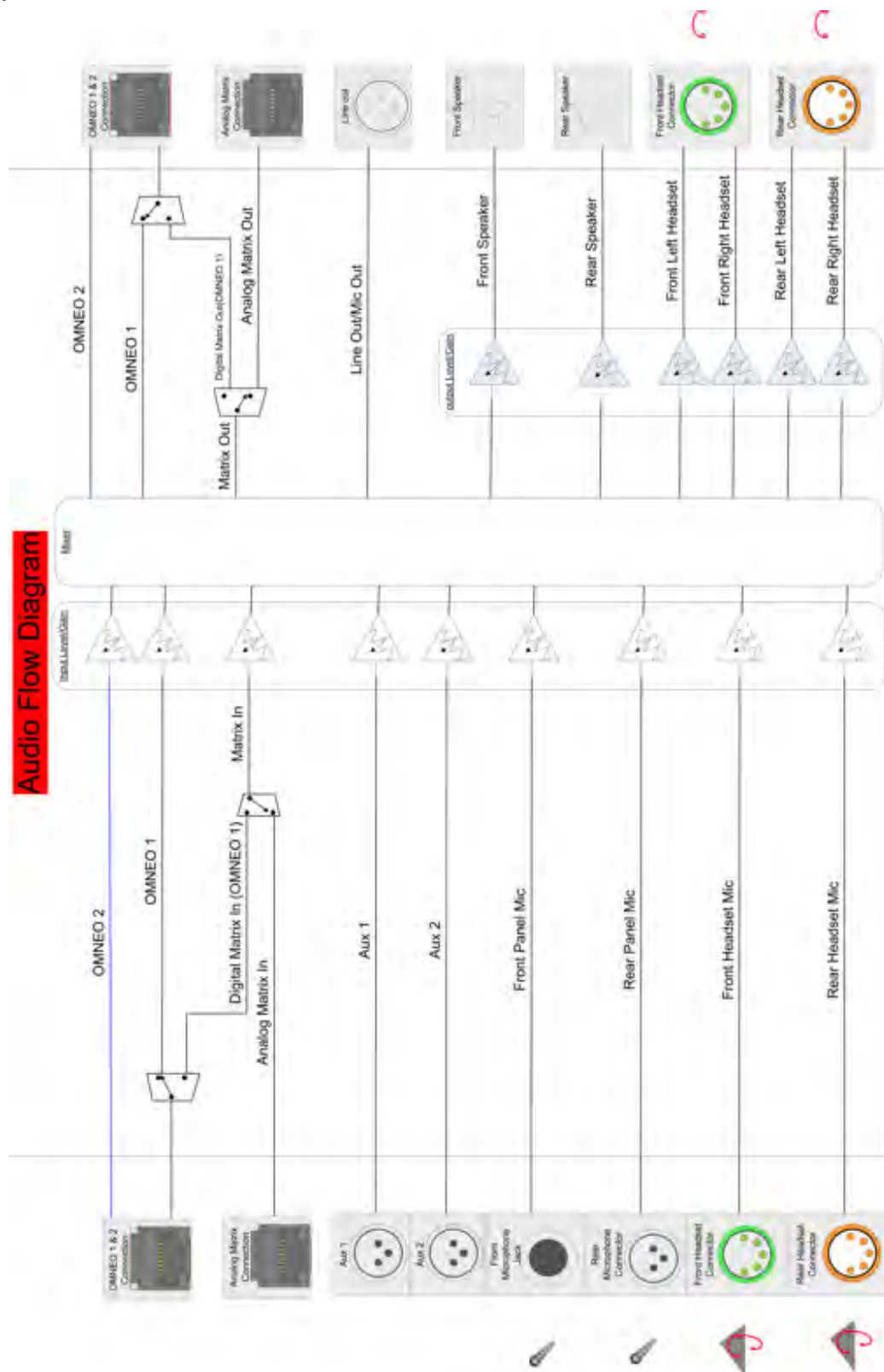
**Certification:****CE Compliance**

- EMC
- EN55022 Class A
- VCCI Class A
- ICES-003
- FCC Part 15 Subpart B Class A
- AS/NZS CISPR22 Class A
- Korean KN 22
- EN 55024
- Korean KN 61000-4
- BSMI Class B

**Safety**

- UL 60950-4
- EN60950-1
- CB Report
- PSE

## KP-4016/5032 Block Diagram

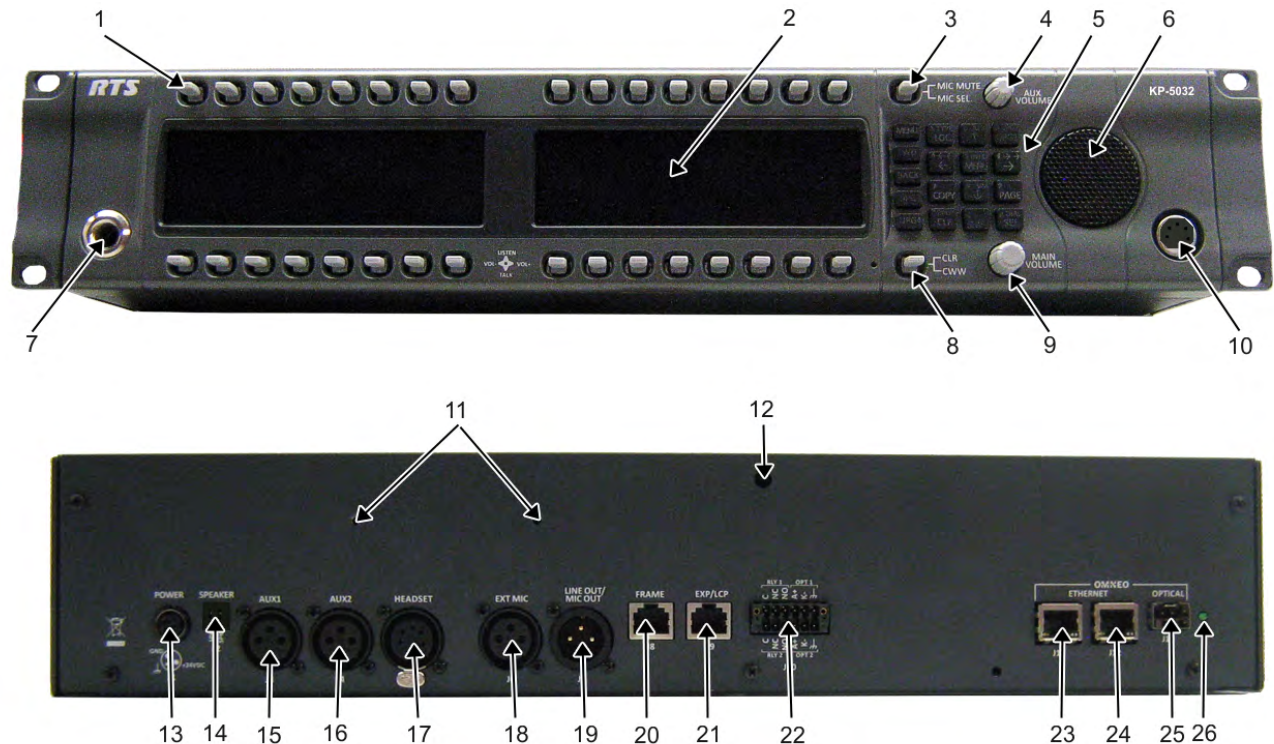


**FIGURE 1.** KP-4016/5032 Audio Flow Block Diagram

a. Additionally licensed OMNEO channels 3-8 not shown.

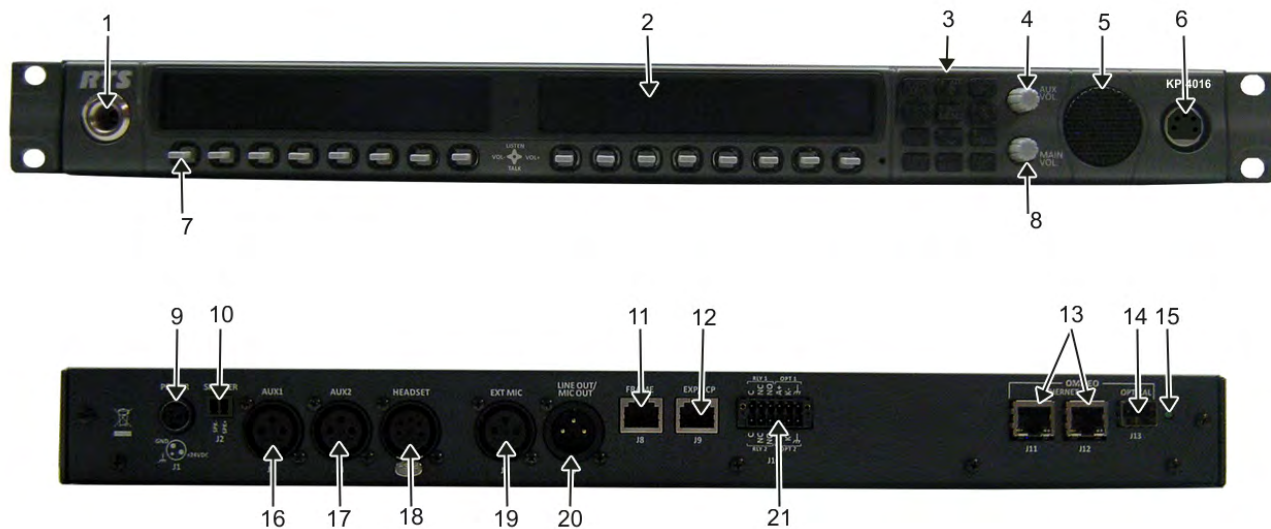


## Reference View – KP-5032



**FIGURE 2.** KP-5032 Reference View

- |  |   |
|--|---|
| 1. Multi-Directional Lever Keys                        | 21. EXP/LCP Connector   |
| 2. High Resolution, Wide-Angle LCD Display             | 22. GPIO Connector (12-position Terminal Block)   |
| 3. MIC MUTE/MIC SEL Lever Key                          | 23. OMNEO ETHERNET Connector (See “Ethernet Connector” on page 29)                                    |
| 4. AUX VOLUME Knob/menu navigation                     | 24. OMNEO ETHERNET Connector (See “Ethernet Connector” on page 29)                                    |
| 5. Keypad  | 25. OMNEO OPTICAL (fiber) Connector<br>SM SFP Module (F.01U.278.502)<br>MM SFP Module (F.01U.278.503) |
| 6. Main Speaker (Front)                                | 26. OMNEO OPTICAL DETECT (fiber) Indicator LED  |
| 7. Microphone Connector                                |   |
| 8. CLR/CWW Lever Key                                   |   |
| 9. MAIN VOLUME Knob                                    |   |
| 10. Headset Connector (Front Panel)                    |   |
| 11. Power Supply Bracket Mounting Holes                |   |
| 12. Power Supply Cable Tie Mounting Hole               |   |
| 13. POWER Connector                                    |   |
| 14. SPEAKER Rear Connector (2-position Terminal Block) |   |
| 15. AUX 1 Connector                                    |   |
| 16. AUX 2 Connector                                    |   |
| 17. HEADSET Connector (Rear Panel)                     |   |
| 18. EXT MIC Connector                                  |   |
| 19. LINE OUT/MIC OUT Connector                         |   |
| 20. FRAME Connector                                    |   |



**FIGURE 3.** KP-4016 Reference View

1. Microphone Connector
2. High Resolution, Wide-Angle LCD Display
3. Keypad
4. AUX VOL. Knob
5. Main Speaker (Front)
6. Headset Connector (Front Panel)
7. Multi-Directional Lever Keys
8. MAIN VOL. Knob
9. POWER Connector
10. SPEAKER Rear Connector (2-position Terminal Block)
11. RJ-45 FRAME Connector
12. RJ-45 EXP/LCP Connector
13. OMNEO ETHERNET Connector (See “Ethernet Connector” on page 29)
14. OMNEO OPTICAL (fiber) Connector  
SM SFP Module (F.01U.278.502)  
MM SFP Module (F.01U.278.503)
15. OMNEO OPTICAL (fiber) Indicator LED
16. AUX 1 Connector
17. AUX 2 Connector
18. HEADSET Connector (Rear Panel)
19. EXT MIC Connector
20. LINE OUT/MIC OUT Connector
21. GPIO Connector (12-position Terminal Block)

## Connector Pinouts

Power Supply: J1	
Pin	Assignment
Pin 1	24VDC
Pin 2	GND
Pin 3	Chassis GND

Rear Panel Mic: J6	
Pin	Assignment
1	REAR_PANEL_MIC_IN -
2	REAR_PANEL_MIC_IN +
3	GND

Rear Speaker: J2	
Pin	Assignment
Pin 1	Rear Speaker -
Pin 2	Rear Speaker +

MIC OUT/LINE OUT: J7	
Pin	Assignment
1	GND
2	MIC_OUT/LINE_OUT +
3	MIC_OUT/LINE_OUT -

Aux 1: J3	
Pin	Assignment
Pin 1	GND
Pin 2	AUX 1 IN +
Pin 3	AUX 1 IN -

Matrix Connector: J8 <sup>a</sup>		
Pin	RJ-45	RJ-12
1	RS485 +	
2	RS485 -	RS485 -
3	FROM MATRIX +	FROM MATRIX +
4	TO MATRIX +	TO MATRIX +
5	TO MATRIX -	TO MATRIX -
6	FROM MATRIX -	FROM MATRIX -
7	RS485 +	RS485 +
8	RS485-	



a. Supports 568B and USOC wiring

AUX 2: J4	
Pin	Assignment
1	GND
2	AUX 2 IN +
3	AUX 2 IN -

Rear Headset: J5	
Pin	Assignment
1	REAR_HS_MIC_IN -
2	REAR_HS_MIC_IN +
3	REAR_HS_COMMON
4	REAR_HS_L_OUT
5	REAR_HS_R_OUT

EXP/LCP Connector: J9	
Pin	Assignment
1	LCP_DATA_STROBE
2	LCP_DATA_CLK
3	LCP_DATA_IN
4	GND
5	GND
6	
7	RS485 +
8	RS485 -

ETHERNET: J12	
Pin	Assignment
1	Data 1 +
2	Data 1 -
3	Data 2 +
4	Data 3 +
5	Data 3 -
6	Data 2-
7	Data 4+
8	Data 4-

GPIO Connector: J10		
Pin	Assignment	Silk Screen
		Opto-2/Relay-2
1	Chassis GND	
2	OPTO2_CATHODE	K-
3	OPTO2_ANODE	A+
4	RELAY2_NO	NO
5	RELAY2_NC	NC
6	RELAY2_COM	C
		Opto-2/Relay-2
7	Chassis GND	
8	OPTO1_CATHODE	K-
9	OPTO1_ANODE	A+
10	RELAY1_NO	NO
11	RELAY1_NC	NC
12	RELAY1_COM	C

ETHERNET: J11	
Pin	Assignment
1	Data 1 +
2	Data 1 -
3	Data 2 +
4	Data 3 +
5	Data 3 -
6	Data 2-
7	Data 4+
8	Data 4-

Front Panel Mic	
Pin	Assignment
Tip	REAR_PANEL_MIC_IN +
Ring	REAR_PANEL_MIC_IN -
Sleeve	CGND

Front Headset			
Pin	Assignment		
	4-Pin	5-Pin	6-Pin
1	FRONT_HS_MIC_IN-	FRONT_HS_MIC_IN-	FRONT_HS_MIC_IN-
2	FRONT_HS_MIC_IN+	FRONT_HS_MIC_IN+	FRONT_HS_MIC_IN+
3	FRONT_HS_COMMON	FRONT_HS_COMMON	FRONT_HS_COMMON
4	FRONT_HS_L_OUT	FRONT_HS_L_OUT	FRONT_HS_L_OUT
5		FRONT_HS_R_OUT	FRONT_HS_R_OUT
6			No Connect

---

## *Requirements*

The following keypanel firmware versions are needed for the specified KP-4016/5032 model:

*AZedit..... V5.2.0 or later*

*IPedit..... V3.2.3 or later*

*MCII-e..... V3.4.0 or later*

*AIO-16..... V1.7.0 or later*

*FWUT..... V4.20.3586 or later*

*DNS-SD..... V4.20.3586 or later*

*OMI..... V5.2.12 or later*

## KP-5032 Installation

**IMPORTANT:** If you plan to use the Power Supply Mounting Bracket, we recommend you install the mounting bracket before cabling the keypanel. For information on different power supply mounting options, see “Power Supply Mounting Options” on page 287.



FIGURE 4. KP-5032 Installation

**IMPORTANT:** When an OEI-2 power supply is used on a KP-5032/4016 keypanel, the following warning icon blinks to display the wrong power supply is being used. No damage to the keypanel occurs.



To **install the KP-5032**, do the following:

1. On the rear panel of the KP-5032, plug the **24 VDC power connector (A)** of the power supply into the power connector on the back panel of the unit.
2. Connect an **RJ-12 or RJ-45 (568B or USOC) cable (B)** with RTS cabling to the J8 FRAME connector.  
OR  
Connect an **CAT-5e cable (C)** to either J11 or J12 ETHERNET connector.

**NOTE:**

- If you have the option J13 fiber connector installed, connect a **fiber connector (D)** to the OPTICAL fiber connector on the rear panel.
  - The KP-Series panels can have both AIO and Ethernet connected simultaneously, and the user can switch between the connections using the menus.
3. Once the unit is cabled, plug the **power supply power cord** into the wall outlet or a power strip.

## KP-4016 Installation

**IMPORTANT:** For information on different power supply mounting options, see “Power Supply Mounting Options” on page 287.



**FIGURE 5.** KP-4016 Installation

To **install the KP-4016**, do the following:

1. On the rear panel of the KP-4016, plug the **24VDC power connector (A)** of the power supply into the power connector on the back panel of the unit.
2. Connect an **RJ-12 or RJ-45 (568B or USOC) cable (B)** with RTS cabling to the J8 FRAME connector on the rear panel.  
OR  
Connect an **CAT-5e cable (C)** to either J11 or J12 ETHERNET connector on the rear panel.

**NOTE:**

- If you have the optional J13 fiber connector installed, connect a **fiber connector (D)** to the OPTICAL fiber connector on the rear panel.
  - The KP-Series panels can have both AIO and Ethernet connected simultaneously, and the user can switch between the connections using the menus.
3. Once the unit is cabled, plug the **power supply power cord** into the wall outlet or a power strip.

---

## Connecting the Keypanel to the Intercom

You can configure the OMI using AZedit and IPedit; however, only IPedit can be used to configure the keypanel.

### Configure the OMI using AZedit

To **configure the OMI to the KP-4016/5032 using AZedit**, do the following:

1. From the Status menu in AZedit, select **I/O Cards**.  
*The I/O Card Status window appears showing a list of installed cards.*
2. Right-click the **OMI card** you want to configure to the keypanel.  
*A pop-up menu appears.*
3. From the pop-up menu, select **OMNEO Configuration**.  
*The OMNEO Configuration window appears.*
4. From the OMNEO card drop down menu, select the **slot number** where the OMI card is located in the frame.  
*The Device Name field auto-populates with the name of the device.*
5. From the Local Channel drop down menu, select the **channel** you want to use to communicate to your keypanel across the network.

**NOTE:** Channels not already configured to connect to another device appear with an asterisk (\*) next to them.

6. In the Partner Device Name field, enter the **name of keypanel** you want to use to communicate with or select the **Browse icon** to select from a list of devices.  
*The Partner IP Address field auto-populates when you select the Device Name.*  
OR  
In the Partner IP Address field, enter the **IP Address** of the device to which you want to connect.
7. From the Partner Device Type drop down menu, select the **type of device** to which the OMI card is connecting.
8. From the Partner Channel drop down menu, select the **channel** on the device to which the OMI communicates.
9. Once you are completely finished, click **Apply**.  
*Apply sends all the changes to all the cards in the intercom, or Click Cancel to discard all the changes made.*

### Add the OMI to the Device Catalog in IPedit

To **add the OMI to IPedit**, do the following:

1. Open **IPedit**.
2. From the Device menu, select **Add**.  
*The Add Devices Window appears, open to the Search tab.*
3. Select the **OMI card**.  
*The Add button becomes active.*
4. Click the **Add button**.  
*The OMI card appears in the device catalog in the left panel.*
5. Click the **Done button**.  
*The Add Devices window closes.*



## Configure the OMI using IPedit

To **configure the OMI using IPedit**, do the following:

Using the Device Configuration and Status Pane

1. In the Device Name field, enter a **device name** familiar to you.  
*Initially, OMI cards are given a default name.*

---

<b>IMPORTANT:</b>	If you change the device name, this causes the device to reboot. It is not necessary to change the device name. However, if you do change the name, it is best to do this early in the setup so you do not have to revisit other devices that connect to this device and update them later.
-------------------	---

---

2. In the Description field, enter a **description for the OMI card**, if desired.

Using the Channel Configuration and Status Section:

3. In the Channel Description field, enter a **channel description**, if applicable.
4. From the Destination Type drop down menu, select **OKP**.

**NOTE:** The Destination Type does not need to be selected if using the Browse window to select the device. It fills the type and IP Address automatically. The type is either OKP-2 or OKP-8 depending on the license for 2 or 8 OMNEO channels.

5. In the Destination Device Name field, enter the **name of the device** to which the channel will connect.  
OR  
Click the ... button.  
*The Discovered Devices Window appears.*
  - a. Expand the **tree** to view the destination devices available.
  - b. From the expanded tree, select the **device** you want for your destination device.
  - c. Click **OK**.
6. From the Destination Channel drop down menu, select the **channel** to which the OMI will connect.
7. Send the changes to the OMI.

## Add the KP-5032/4016 to the Device Catalog in IPedit

To **add the keypanel to IPedit**, do the following:

1. Open **IPedit**.
2. From the Device menu, select **Add**.  
*The Add Devices Window appears, open to the Search tab.*
3. Select the **keypanel**.  
*The Add button becomes active.*
4. Click the **Add button**.  
*The OKP-2/8 appears in the device catalog in the left panel.*
5. Click the **Done button**.  
*The Add Devices window closes.*

## Configure the KP-5032/4016 using IPedit

To **configure the keypanel using IPedit**, do the following:

Using the Device Configuration and Status Pane

1. In the Device Name field, enter a **device name** familiar to you.  
*Initially, keypanels are given a default name.*

---

<b>IMPORTANT:</b>	If you change the device name, this causes the device to reboot. It is not necessary to change the device name. However, if you do change the name, it is best to do this early in the setup so you do not have to revisit other devices that connect to this device and update them later.
-------------------	---

---

2. In the Description field, enter a **description for the keypanel**, if desired.

Using the Channel Configuration and Status Section:

3. In the Channel Description field, enter a **channel description**, if applicable.
4. From the Destination Type drop down menu, select **OMI**.

**NOTE:** The Destination Type does not need to be selected if using the Browse window to select the device. It fills the type and IP Address automatically. The type can be OMI-16, OMI-332, OMI-48, or OMI-64 depending on the license.

5. In the Destination Device Name field, enter the **name of the device** to which the channel will connect.  
OR  
Click the ... button.  
*The Discovered Devices Window appears.*
  - a. Expand the **tree** to view the destination devices available.
  - b. From the expanded tree, select the **device** to which you want to connect this keypanel.
  - c. Click **OK**.
6. From the Destination Channel drop down menu, select the **channel** to which the keypanel will connect.
7. Send the changes to the keypanel.

## Connecting the KP-5032/4016 through the OMNEO Offers Menu

---

**IMPORTANT:** If you used IPedit to set up the keypanel connection, this step is not needed, because you have already done this in the software.

---

To finish the configuration, you must configure the keypanel to talk with the OMI card in the frame. To do this, you must establish a connection using the OMNEO Offers menu on the keypanel. For more information, see “Menu System, OMNEO Offers” on page 229.

To **configure an available OMNEO device connection port**, do the following:

1. Starting at the OMNEO Offers|Keypanel menu, select **OKP**.
2. Press the **SEL button**.  
*A list of available OMNEO offers appear.*
3. Using the arrow buttons, select the **OMNEO offer** you want to use.  
*An arrow appears next to the device.*
4. Press the **CLR button** to exit menu mode.

---


## Power Up


At power-up, if the keypanel is connected to the matrix, the alphanumeric display shows dashes in the light blue color key



. After several seconds, the intercom key assignments display with the appropriate color keys and alphas.

**NOTE:** If the keypanel cannot establish communications with the intercom system, all alphanumeric displays continue to

show asterisks (\*\*\*\*) and the *Disconnected from Matrix* icon  appears in the panel display. If the keypanel is configured for OMNEO, this icon also displays the OMNEO device name. Check the keypanel to matrix cable connection if this occurs. If the keypanel loses communications with the intercom, the panel display

shows the Disconnected from Matrix icon and displays the  after approximately 30 seconds.

## Address Setting

### General Information

In ADAM intercoms using AIO-8 cards or AIO-16 cards with SCSI breakouts, and in ADAM-CS and Zeus/Zeus II intercoms, the intercom ports share data connections in groups of eight (8). Each keypanel is uniquely identified on the data port by its address. The method of determining the proper address varies for each intercom system. Use the method for your intercom system, as described on the following pages.

**TABLE 1.** KP-5032/4016 Addressing

Manually Addressed	Automatically Addressed
<p>You must manually address<sup>a</sup> the keypanel when using the following:</p> <ul style="list-style-type: none"> <li>• AIO-8 on ADAM</li> <li>• AIO-16 SCSI on ADAM</li> <li>• ADAM CS</li> <li>• Zeus I</li> <li>• Zeus II</li> </ul>	<p>The keypanel address is automatically detected when using the following:</p> <ul style="list-style-type: none"> <li>• AIO-16 MDR on ADAM and ADAM-M</li> <li>• Cronus</li> <li>• Zeus III and Zeus III LE/LE+</li> <li>• RVON Products - RVON-8, RVON-2, RVON-C, and RVON-16</li> </ul> <p><b>NOTE:</b> Keypanels using RVON-I/O may need to be individually addressed. See the RVON-I/O user manual for further instruction.</p>

a. To manually address the KP-5032/4016, see “Service Menu, Set Address” on page 247.

To see specific addressing information for:

- ADAM with AIO-8 cards, see the ADAM technical manual (P/N F01U216986).
- ADAM CS, see the ADAM CS technical manual (P/N 93307517000).
- ADAM and ADAM-M with AIO-16 cards, see the AIO-16 user manual (P/N F01U193267).
- Cronus, see Cronus user manual (P/N F01U118890).
- Zeus III, see the Zeus III user manual (P/N F01U193289).
- Zeus III LE/LE+, see the Zeus III LE/LE+ user manual (P/N F01U193290).

**NOTE:** If you are connecting to an ADAM or ADAM-M frame with AIO-16 cards using MDR connectors or a Cronus frame, you do not need to set the address. If the AIO-16 is using SCSI breakouts, you must set the address.

---

## Connections

### Frame Connector

Use the Frame connector to connect to an intercom port of the intercom system. For the frame connector location, see Figure 3 on page 18. The intercom port you connect to should agree with the address you set previously.

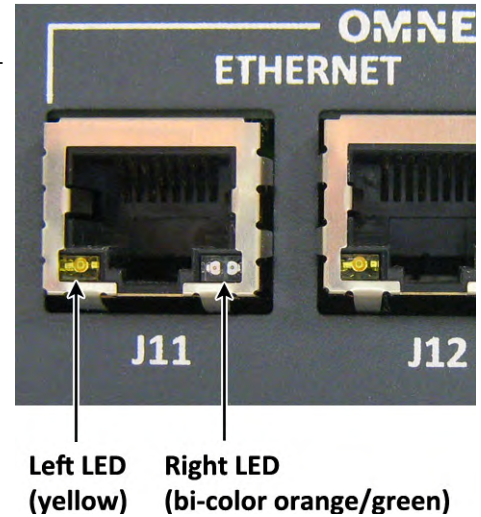
### Ethernet Connector

Use the Ethernet connector to connect the keypanel to a network system. Each RJ-45 Ethernet connector has two (2) LEDs:

**Left LED.** The left LED is yellow and indicates a network link is established. It flashes on/off whenever there is network activity.

**Right LED.** The right LED is bi-color (orange and green) and indicates the speed of the connection by the color that is displayed.

- A green LED indicates the port is operating at 1000Mbps (1 Gbps).
- An orange LED indicates the port is operating at 100Mbps.
- No LED color indicates the port is operating at 10Mbps. This is not suitable for OMNEO networking.



### Panel Microphone Connector

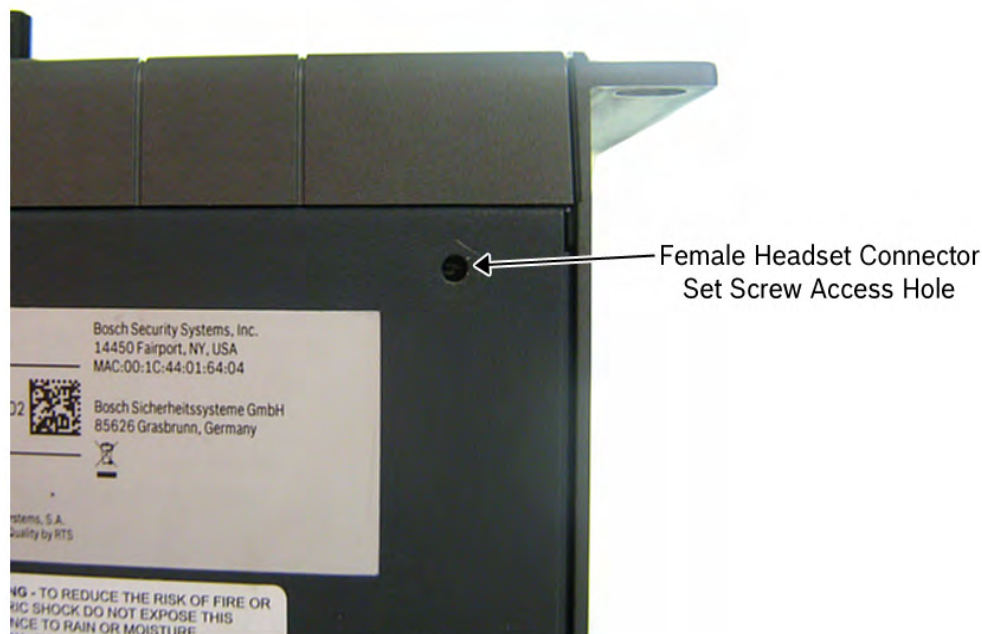
A panel microphone may be connected to the front or rear of the unit for talking with either the front/rear panel speaker or headphones used for listening. The connector accepts MCP5, MCP6, or MCP90 series panel microphones. Insert the microphone and rotate the entire microphone body clockwise several turns to lock it in place.

## Headset Connector

A binaural headset may be connected to the front or rear of the unit for use along with or in place of the front/rear panel speaker and a separate microphone. Headphones may be connected for use with a separate microphone.

### *Female Headset Connector*

For a female headset connector, the set screw access hole is located on the bottom-right side of the unit.



Bottom Panel View – KP-5032

**FIGURE 6.** Female Headset Connector Set Screw Access Hole

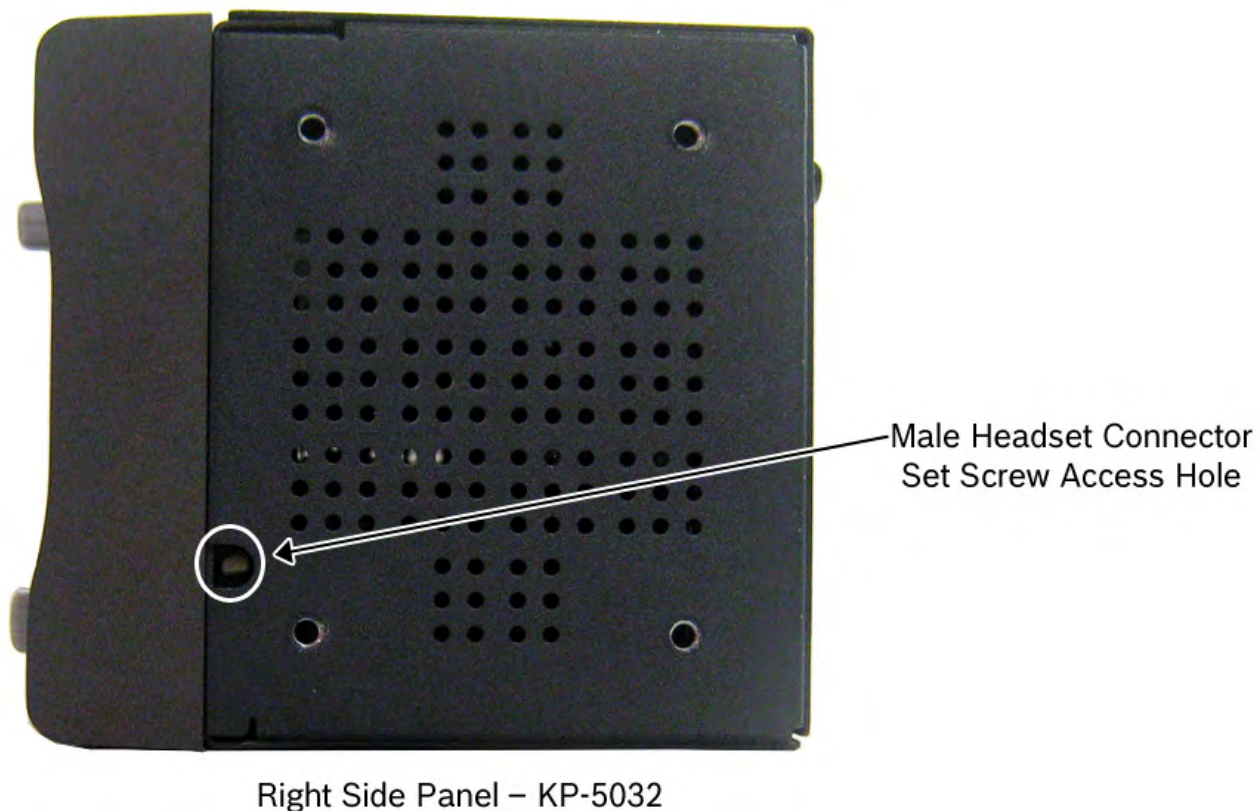
***Male Headset Connector***

For a male headset connector, the set screw access hole is located on the right-side of the unit.

---

**IMPORTANT:** The right-side rack ear must be removed to expose the set screw access hole.

---



**FIGURE 7.** Male Headset Connector Set Screw Access Hole

### *Changing the Front Headset Connector*

The front headset connector can be switched between a 6-pin, 5-pin, or 4-pin XLR connector.

To **replace the front panel headset connector**, do the following:

**NOTE:** The instructions are the same for both the KP-5032 and KP-4016 keypanels.

1. Using a flat-blade screwdriver with 2.4mm wide (3/32 in.) tip, turn the **set screw counterclockwise** to loosen the connector from the unit.



2. Once the connector is loose, tip the **unit** and gently shake the **connector loose**.
3. Carefully pull the **headset cables** free from the chassis.



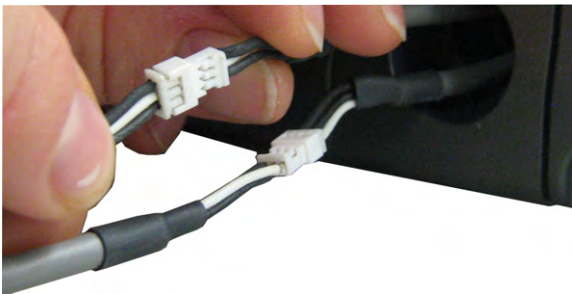
**NOTE:** If the cable assembly becomes caught, shift the cable up and down to clear the cable from the unit.



4. Cut the **shrink-tubing** from around the cables. Pay attention not to cut through the cables.



5. Disconnect **both cables** by pulling the cable-to-cable connectors apart.



6. Using the replacement headset connector, thread the **cables** through the supplied shrink-tubing.

---

**IMPORTANT:** You must thread the shrink tubing on the long cable on the replacement connector and the long cable protruding from the keypanel headset connector opening.

---



7. Connect the **cable-to-cable connectors**.

**NOTE:** Take care to reconnect the proper gender connectors when reassembling the headset cable.

8. Position the both pieces of **shrink-tubing** so any portion of the cable without an outer insulation layer is covered.



9. Using a heat gun, apply **even heat over the length and diameter of the tubing** (minimum temperature 100°C).

---

**IMPORTANT:** Since uncontrolled heat can cause uneven shrinkage, physical damage, and insulation failure, the use of open flame is not recommended. Avoid overheating the heat shrink-tubing because it can become brittle and/or charred.

---

10. Gently push the **headset connector cable** back into the unit.
11. Align the **rib on the headset connector with the notch in the connector opening** and press the connector completely in.
12. While holding the connector in place, turn the **set screw clockwise** to tighten the connector in position.



## GPIO 12-Position Terminal Block Connector

The **GPIO 12-Position Terminal Block Connector** is used to provide connections to relays (outputs) and opto-isolators (inputs). Using the table, “GPIO Connector: J10” on page 20, connect the correct wires to the 12-position connector.

### Wire Specifications

*Solid Wire: 26-16AWG/0.13–1.5MM<sup>2</sup>*

*Stranded Wire: 26-16AWG/0.13–1.5MM<sup>2</sup>*

To **connect the 12-position terminal block to the keypanel**, do the following:

1. Align the **terminal block connector** with the **12-position connector** on the rear side of the keypanel.
2. Gently push the **connector** into place.  
*You should see the locking levers lock into place.*

To **detach the 12-position terminal block connector from the keypanel**, do the following:

- > Using both thumbs, gently press up on the **locking levers**.  
*The connector is released from the keypanel.*



## Speaker 2-Position Terminal Block Connector

The **Speaker 2-Position Terminal Block Connector** is used to connect an external speaker to the keypanel. This may be a speaker in another room or a speaker the user likes to use.

### Wire Specifications

*Solid Wire: 26-16AWG/0.13–1.5mm<sup>2</sup>*

*Stranded Wire: 26-16AWG/0.13–1.5mm<sup>2</sup>*

*Torque: 3.0lb-IN/0.34Nm*

---

**WARNING:** The positive (+) and negative (-) terminals of the connector should be connected to the positive (+) and negative (-) terminals of the external speaker. These terminals should never be connected to GND or permanent damage can occur.

---

To **connect the 2-position terminal block to the keypanel**, do the following:

1. Align the **2-position terminal block connector with the 2-position connector** on the rear side of the keypanel.
2. Gently push the **connector** into place.

To **detach the 2-position terminal block connector from the keypanel**, do the following:

- > Using the thumb and fore-finger, carefully wiggle the **2-position terminal block** until it comes free from the connector.



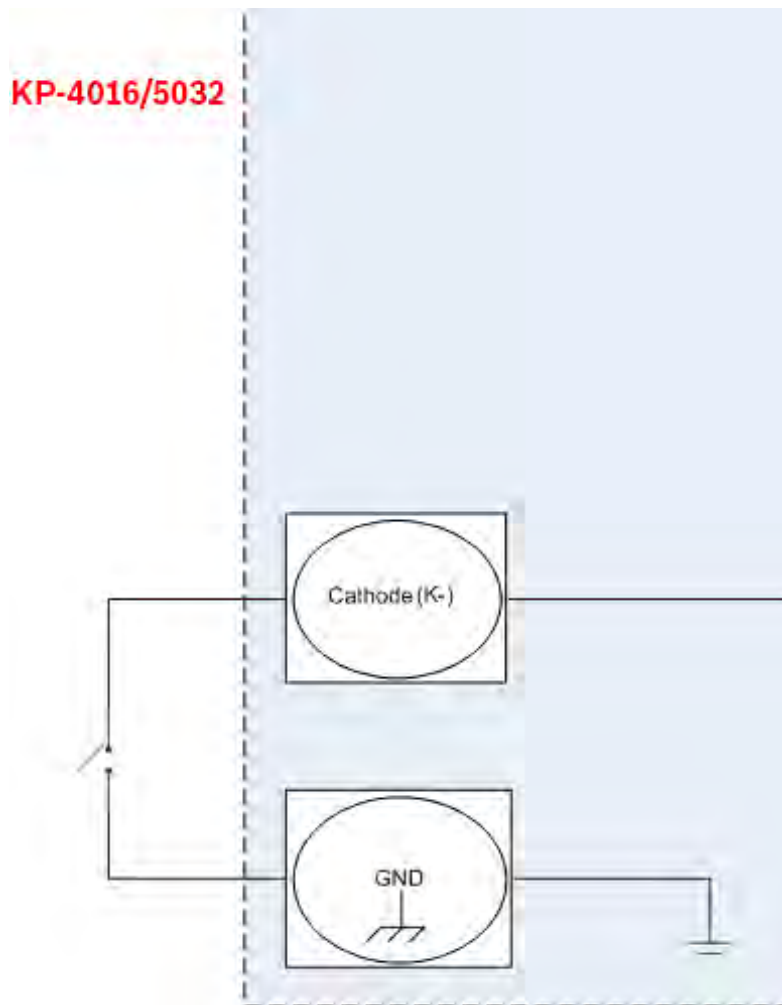
## Footswitch Cabling

A **Footswitch** is a foot activated device used to turn a talk key on or off. There are two (2) steps to cable and configure a footswitch:

- Step 1** Cable the device to the keypanel.
- Step 2** Configure the GPIO as a talk key on the keypanel. See “Service Menu, Local GPIO” on page 240.  
OR  
Enable the Footswitch in the keypanel menu. See “Service Menu, Footswitch” on page 234.

To **attach a footswitch to the KP-4016/5032**, do the following:

1. On the back panel of the KP-4016/5032, locate **J10, the 12-position terminal block**.
2. Using Figure 8, cable the **footswitch to OPT 1 at the K- and Chassis ground positions**.



**FIGURE 8.** Footswitch Cable Drawing
















## Basic Operation

### Intercom Keys and Displays

#### Color Display Descriptions for Intercom Keys

The KP-4016/5032 display uses key colors to distinguish the type of key assignment assigned to the key. Use Table 2, to help you determine the available key assignment colors.

**TABLE 2.** Default Key Colors

Default Color		Description
	Amber	Waiting for Footswitch
	Bright Green	Listen Indicator, Local Matrix
	Brown	IFB Special List
	Teal	Point-to-Point
	Dark Yellow	ISO
	Light Blue	Unassigned, Test Mode (with Talk and Listen Indicators)
	Pale Yellow	Special Functions
	Magenta	Relay
	Pink	Party Line
	Red	Remote Matrix
	Salmon	IFB, Talk Indicator
	Pale Green	Special List
	Periwinkle	UPL Resource

## Display Icons

**Display Icons** are used to indicate the accessories and features enabled, disabled, active, and inactive. Use Table 3 for a complete description of each icon seen on the KP-5032/4016.

**TABLE 3.** Display Icon Descriptions














Icon	Icon Name	Description
	Matrix Connected	The keypanel is connected to the Matrix. This icon briefly displays at connection.
	Disconnected From Matrix	There is no connection between the Matrix and the keypanel. This icon is displayed as long as there is no Matrix data connection.  <b>NOTE:</b> When the keypanel is disconnected, it displays its Device Name (for OMNEO) or IP Address (for RVON) device connections.
	Firmware Download	Firmware is being downloaded to the keypanel. A progress bar displays: chunk progress overall progress chunk/overall progress  <b>NOTE:</b> For more information, see “Download Firmware to the KP-5032/4016 From AZedit” on page 159.
	Footswitch Active	The footswitch is active.
	Footswitch Enabled	The footswitch is enabled, but not active.  <b>NOTE:</b> When a keypanel key is latched while the Footswitch is enabled, the key display turns amber to signify it is waiting for the footswitch.
	Front Headphones	The front headphones are enabled. This indicates the front headset microphone is not enabled.
	Front Headset	The front headset is enabled.
	Front Headset Mic Muted	The front headset mic is muted.
	Front Microphone	The front microphone is enabled.
	Front Microphone Muted	The front microphone is muted. To mute the front microphone, see “Mute the Microphone/Speaker” on page 63.
	Front Speaker	The front speaker is enabled. To enable the front speaker, see “Audio Options Menu, Speaker” on page 206.
	Front Speaker Muted	The front speaker is muted.
	Rear Headphones	The rear headphones are enabled. This indicates the rear headset mic is not enabled. To enable the rear headphones, see “Audio Options Menu, Headset Speaker” on page 199.



TABLE 3. Display Icon Descriptions





























Icon	Icon Name	Description
	Rear Headset	The rear headset is enabled.
	Rear Headset Muted	The rear headset mic is muted.
	Rear Microphone	The rear microphone is active. To activate the rear microphone, see “Audio Options Menu, Panel Mic” on page 205.
	Rear Microphone Muted	The rear microphone is muted. To mute the rear microphone, see “Mute the Microphone/Speaker” on page 63.
	Rear Speaker	The rear speaker is active. To activate the rear speaker, see “Audio Options Menu, Speaker” on page 206.
	Rear Speaker Muted	The rear speaker is muted.
	Both Headphones	Both front and rear headphones are enabled. This indicates both the front and rear headset mics are disabled. To enable the front headphones, see “Audio Options Menu, Headset Speaker” on page 199.
	Both Headsets	Both front and rear headsets are active.
	Both Headsets Muted	Both front and rear headset mics are muted.
	Both Microphones	Both front and rear microphones are enabled.
	Both Microphones Muted	Both front and rear microphones are muted. To mute the front microphone, see “Mute the Microphone/Speaker” on page 63.
	Both Speakers	Both front and rear speakers are enabled. To enable the front speaker, see “Audio Options Menu, Speaker” on page 206.
	Both Speakers Muted	Both front and rear speakers are muted.
	Snoop Tally Active	Snoop Tally is Active on the keypanel. You must have the Hot Mic enabled to use snoop tallies. To enable snoop tallies, see “Service Menu, Snoop Tally” on page 248.
	Hot Mic	The hot mic is active. To activate Hot Mic, see “Audio Options Menu, Matrix Out” on page 202.
	Tone 1kHz Enabled	Tone 1kHz is enabled on the keypanel. To enable tone 1kHz, see “Audio Options Menu, Tone Gen” on page 207.

TABLE 3. Display Icon Descriptions

Icon	Icon Name	Description
	Tone 500Hz Enabled	Tone 500Hz is enabled on the keypanel. To enable tone 500Hz, see “Audio Options Menu, Tone Gen” on page 207.
	OMNEO Enabled	The OMNEO matrix interface is enabled on the panel. For more information on OMNEO Offers, see “Menu System, OMNEO Offers” on page 229.
	OMNEO Disabled	The OMNEO matrix interface is disabled on the panel. For more information on OMNEO Offers, see “Menu System, OMNEO Offers” on page 229.
	Virtual Key Assignment	Keys are active on a virtual EKP that are not being displayed. For more information, see “Key Options Menu, Panel Swap” on page 224.  <b>NOTE:</b> A talk or listen bar (or both) displays to indicate which type of virtual keys are active.
	AFK	The AFK (Away From Keypanel) icon displays when a user activates AFK mode and steps away from the keypanel. Callers are notified the user is AFK and can then leave a message.
	VM	The Voice Message icon displays when voice messages are present on the keypanel.
	Recording	The Recording icon is shown if an AFK panel is actively recording a message or if the 30-second rolling buffer is enabled.
	Supervisor Mirroring	The Supervisor icon signifies the keypanel is mirroring another keypanel and can make changes to the other keypanel, known as a Target. For more information, see “Service Menu, Mirror (Control Package Only)” on page 242.
	Target Mirrored	The Target icon signifies the keypanel is being mirrored by another keypanel, known as a Supervisor. This keypanel can be taken control of by the Supervisor. For more information, see “Service Menu, Mirror (Control Package Only)” on page 242.
	Matrix In Mute	The Matrix Input volume is muted. When the Matrix Input volume is adjusted down to Mute, the panel displays this flashing icon as a warning that there is no audio from the Matrix.
	Audio Package Installed	The optional audio package is installed. When the Audio package is installed, this icon appears at power-up and continues to display until the keypanel connects to the intercom. For more information, see “Audio and Control Packages” on page 293.
	Control Package Installed	The optional control package is installed. When the Audio package is installed, this icon appears at power-up and continues to display until the keypanel connects to the intercom. For more information see, “Audio and Control Packages” on page 293.

## Keypad Reference View

With both the KP-4016 and KP-5032 there are three (3) tiers to each keypad's keypad: Primary Mode, SHIFT Mode, and Dial Mode.

### Primary Mode

**Primary Mode** is used for the most common keypad functions, such as CLR, SEL, and accessing the Main menu. There are no special keypad sequences to use these functions.

### SHIFT Mode

**SHIFT Mode** contains secondary functions used to access more functionality. The SHIFT mode function labels are located in the upper-right corner of the keypad key.

**NOTE:** By default, the keypad backlight changes to *white* when the keypad is in SHIFT mode. For more information, see "Service Menu, Keypad" on page 237.

To **access SHIFT Mode**, do the following:

1. On the keypad, press the **SHIFT button**.
2. On the keypad, press the **SHIFT mode button** desired.

**NOTE:** Once you enter SHIFT mode, you can exit the mode by pressing the SHIFT key again, without pressing any other keys.

### Dial Mode

**DIAL Mode** is used to complete telephone operations. For more information, see "Telephone Interface (TIF) Operation" on page 251. When the keypad is in DIAL mode, the keypad keys support the standard telephone DTMF keypad configuration as a third tier function. The DTMF keypad is seen in the upper-left corner of the keypad keys.



FIGURE 9. KP-5032 Keypad and KP-4016 Keypad

Keypad Button	Shift Function	Dial Function	Description
LOC button	TYPE	1	<p>The LOC/TYPE(1) button displays the list of available intercoms (LOCations) available to scroll from. Select an intercom name to access the scroll lists for that intercom.</p> <p>The TYPE button displays the keypanel assignment types available for use.</p>
↑ button	AFK	2	<p>The ↑ (2) button moves you upward through the scroll list or available key assignments one (1) at a time.</p> <p>The <b>AFK</b> (Away From Keypad) button is used to notify the caller the keypanel user is away from the keypad. The caller is then able to leave a voice message for the user. For more information, see “Voice Messaging (Audio Package Only)” on page 67.</p> <p>To <b>enable AFK on the keypad</b>, do the following:</p> <ul style="list-style-type: none"> <li>&gt; Press the <b>SHIFT+AFK(2) buttons</b>. <i>A yellow AFK icon appears on the left of the left panel display.</i></li> </ul> <p><b>NOTE:</b> For more information, see “Voice Messaging (Audio Package Only)” on page 67.</p>
UPG1 button	UPG2	3	<p>The UPG 1 and UPG 2 buttons are used to assign frequently used menu items. This allows users to access the menu items quickly. UPG buttons can also be programmed to trigger GPI outputs or panel swap events.</p>
← button	←←	4	<p>The ←/←← (4) button moves you backwards through the menu options or available key assignments one at a time or by the page.</p>
MENU button	INFO	5	<p>The MENU/INFO (5) button is used to access the top level menu structure or access a secondary menu of commonly used features (see, “INFO button” on page 47).</p> <p>The MENU button is used to access the top-level menu structure.</p> <ul style="list-style-type: none"> <li>&gt; Press the <b>MENU button</b> once. <i>The top-level menu appears in the panel display.</i></li> </ul> <p><b>NOTE:</b> If the keypad backlight is set to Activate (Service Keypad Backlight), you must press the Menu button twice to access the top-level menu. Using the ← (4) and → (6) buttons you can scroll through the list of options available. When a selection is highlighted, Press the SEL button to navigate down one (1) level in the menu structure.</p> <p>To <b>access the INFO menu</b>, do the following</p> <ol style="list-style-type: none"> <li>1. Press the <b>SHIFT button</b>.</li> <li>2. Press the <b>MENU/INFO (5) button</b>. <i>The INFO menu appears in the panel display.</i></li> </ol> <p>For more details about the INFO button, see “INFO button” on page 47.</p>
→ button	→→	6	<p>The →/→→ (6) button moves you backwards through the menu options or available key assignments one (1) at a time or by the page.</p>

Keypad Button	Shift Function	Dial Function	Description
COPY button	COPY key-to-key	7	<p>The COPY (7) button is used to copy an incoming call key assignment from the CWW to a specific keypad key.</p> <p>For example, if caller THRE calls the keypad, and there is no keypad key assigned, THRE appears in the CWW window in the keypad display. If the keypad operator wants to assign the caller (THRE) a key, use the COPY (7) key on the keypad, and then tap the keypad key where THRE is to be assigned.</p> <p><b>NOTE:</b> You can also copy from key to key by pressing the COPY+SEL buttons, and then tapping the source key and target key.</p>
↓ button	VM	8	<p>The ↓ (8) button moves you downward through the scroll list or available key assignments one (1) at a time.</p> <p>The VM button is used to retrieve voice messages left on the keypad.</p> <p>To <b>retrieve voice messages</b>, do the following:</p> <ol style="list-style-type: none"> <li>1. Press the <b>SHIFT+VM(8) buttons</b>. <i>A scroll list of messages appear in the display panel.</i></li> <li>2. Using the UP and DOWN arrows, scroll to the <b>voice message</b> you want to listen to.</li> </ol> <p>For more information, see “Voice Messaging (Audio Package Only)” on page 67.</p>
PAGE button	Enters graphical page mode	9	<p>The PAGE button is used to access a different setup page. You can configure up to 15 pages in the intercom system. The default number of pages is four (4). To configure the number of pages available use the Intercom Configuration window, on the Options Page in AZedit.</p> <p>To <b>program a new page directly</b>, do the following:</p> <p>&gt; Press the <b>PAGE button, &lt;#&gt;</b>, then tap a <b>key</b>.</p> <p>To <b>enter the graphical page change mode</b>, do the following:</p> <p>&gt; Press the <b>PAGE+ SEL buttons</b>. OR Press the <b>SHIFT+PAGE buttons</b>.</p>
CLR button	DROP	*	<p>The CLR/DROP (*) button is used to clear the CWW window or the CLR button functions as a back button.</p> <p>To <b>clear a menu</b>, do the following:</p> <p>&gt; Press and hold the <b>CLR button</b> for half a second.</p> <p>If the CLR/DROP button is pressed when in TIF DIAL mode, it hangs up the TIF connection.</p> <p>To <b>access the DROP function</b>, do the following:</p> <ol style="list-style-type: none"> <li>1. Press the <b>SHIFT button (0)</b>, and then the <b>DROP button</b>. <i>Tap Key appears in the panel display.</i></li> <li>2. Tap the <b>key</b> you want to drop the call from.</li> </ol>

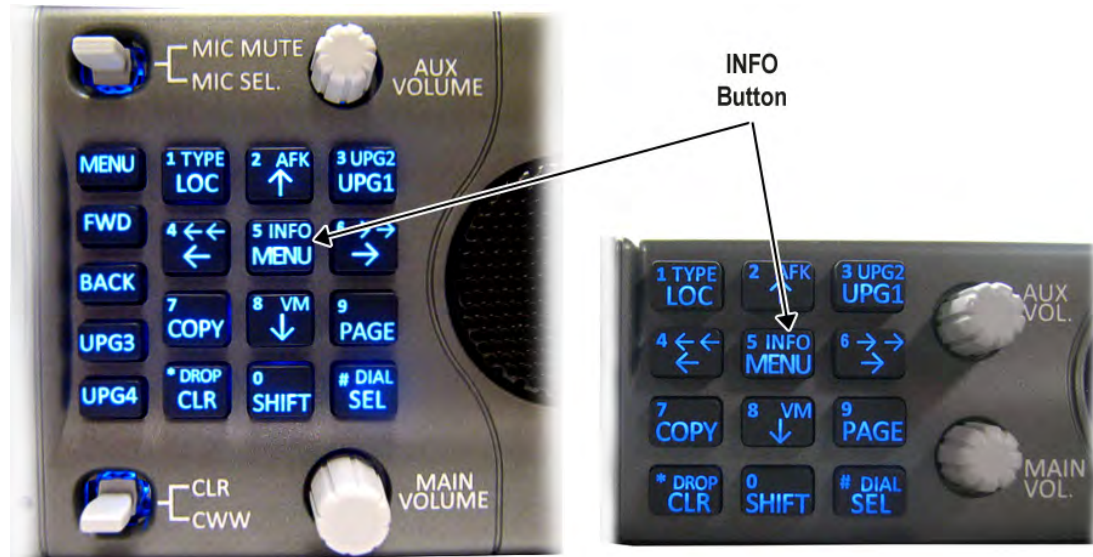
Keypad Button	Shift Function	Dial Function	Description
SHIFT button		0	The SHIFT (0) button accesses the secondary keypad actions such as INFO, DROP, etc.
SEL button	DIAL	#	The SEL/DIAL (#) button is used to select options highlighted in the menu structure.  Press SHIFT+DIAL and then press the TIF key, to enter TIF Dial mode.

### KP-5032 Only Keypad Keys

Keypad Button	Shift Function	Description
MENU button	UPG 5	<p>The MENU button is used to access the top-level menu structure.</p> <ul style="list-style-type: none"> <li>&gt; Press the <b>MENU button</b> once. <i>The top-level menu appears in the panel display.</i></li> </ul> <p><b>NOTE:</b> If the keypad backlight is set to Activate (Service Keypad Backlight), you must press the MENU button twice to access the top-level menu.</p>
FWD button	UPG 6	The FWD button moves you forward through the menu option highlighted. For example, if Display is highlighted in the panel display and FWD is pressed, the second level of the display menu appears.
BACK button	UPG 7	<p>The BACK button moves you backward, one (1) level, through the menu structure.</p> <p><b>NOTE:</b> If you are at the top-level of the menu structure and press BACK, you cannot move backward any further.</p>
UPG 3 button	UPG 8	The UPG 3 button is used to assign a frequently used menu item. This allows users to access the menu item quickly. UPG buttons can also be programmed to trigger GPI outputs or panel swap events.
UPG 4 button	UPG 9	The UPG 4 button is used to assign a frequently used menu item. This allows users to access the menu item quickly. UPG buttons can also be programmed to trigger GPI outputs or panel swap events.

## INFO button

The **INFO** button is used to access commonly used features and configuration options for the keypanels. These include the following:



Feature	Description
Panel ID	Displays the port number and alpha of the keypanel.
Level 2	Displays the Level 2 key assignments on the keypanel.
Listen	Displays the listen key assignments on the keypanel.
Callers	Displays a list of current callers to the keypanel.
Assign Types	Displays the assignment types of all the configured keypanel keys.
MAC Address	Displays the MAC Address of the keypanel.
Matrices	Displays the Matrix for each key assignment.
Tone	Opens the Tone Generator menu. For more information, see “Audio Options Menu, Tone Gen” on page 207.
Setup Pages	Displays the setup pages assigned to each row of keys. You cannot change setup pages from this menu.
Reset Vols	Opens the Key Volumes Reset menu. For more information, see “Audio Options Menu, Key Volumes” on page 201.
Hidden Asgns	Displays key assignments assigned to virtual keys (ie, assignments not currently visible).
Test Panel	Enables the Test Panel feature. For more information, see “Service Menu, Test Panel” on page 249.
Version	Displays the firmware version of the KP-5032/4016. For more information, see “Display Menu, Version” on page 213.

To **access the Info Menu**, do the following:

1. On the keypad, press the **SHIFT** button.
2. On the keypad, press the **INFO MENU (5)** button.  
*The INFO menu appears in the panel display.*

**NOTE:** To exit the INFO menu mode, press the **CLR** button.



## Breadcrumb Menu Navigation

**Breadcrumb Navigation** is a graphical aid to help users know where they are in the menu structure. The breadcrumb menu visually lays out a path of options selected up to the current menu position. It appears as a horizontal line above the menu options. (shown in Figure 10).



FIGURE 10. Breadcrumb Navigation

## Menu Navigation and Shaft Encoder Knobs

While the keypanel is in menu mode, the **AUX Volume** shaft encoder is used to move the selection left and right. Or in the case of a single menu item with up and down control, the shaft encoder is rotated to scroll through the available selections. This is particularly convenient when setting the keypanel brightness or gain. Also, pressing the Aux Volume shaft encoder while in menu mode is the equivalent to SEL key operation. Conversely, pressing the **MAIN Volume** shaft encoder in menu mode is the equivalent to the CLR key operation. Double-tapping the AUX Volume shaft encoder, can also be used for the CLR operation.

Other navigation options:

- Press and hold the AUX/MENU shaft encoder to exit the menu.

## CLR Button

The **CLR** button is used either as the BACK function while in MENU mode or to exit MENU mode completely.

To **go back one menu level**, do the following:

- > Press the **CLR** button **once**.

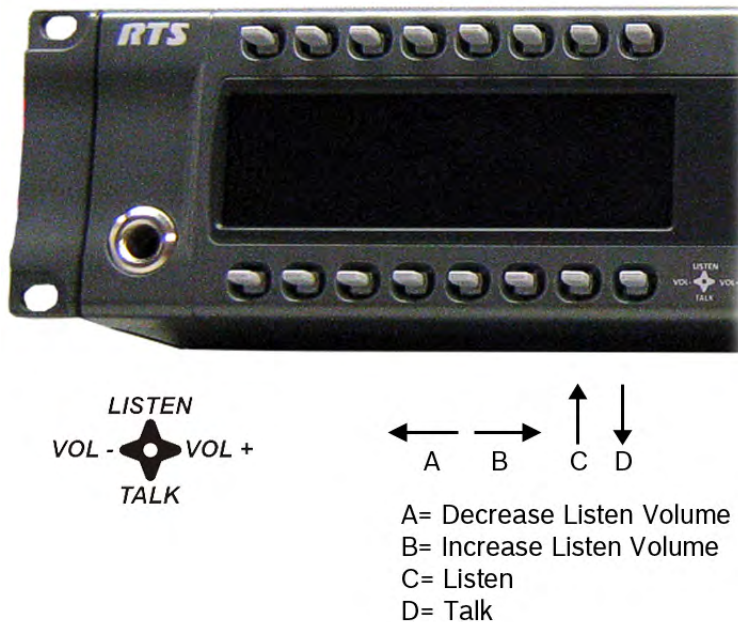
To **exit the menu**, do the following:

- > Press and hold the **CLR** button for **half a second**.  
OR  
Press the **CWW** key up.



## Basic Intercom Key Operation

Coupled with the traditional operation of keys, the KP-5032/4016 keypanel also has an integrated **LCP** (Level Control Panel). This feature allows the user to adjust the volume for individual keys on the keypanel. Figure 11 displays the different key positions and their meanings.



**FIGURE 11.** Key Function Position Explanation

To **talk on the keypanel**, do the following:

- > Press **down** on the keypanel key you want to use.

To **listen on the keypanel**, do the following:

- > Press **up** on the keypanel key you want to use.

## Talk/Listen Indicator

The **Talk/Listen Indicator**, shown in Figure 12, displays a visual indicator when the talk and/or listen key is active. The talk and listen states of each key are represented by an LED-like horizontal bar at the bottom (talk) and top (listen) of each key.



**FIGURE 12.** Talk/Listen Indicators

By default, the listen indicator is green and the talk indicator is red. You can change the colors of the indicator by using the Key Color Window in AZedit. For more information, see “Keypanel Color Window” on page 74.


## Key Gain Adjustment

The **Key Gain Adjustment** is used to change the crosspoint listen gain on a specific key from the Matrix. This adjustment is automatically reflected in AZedit on the Crosspoint Gains window. (System|Gains|Crosspoint).

The range for this feature is +6dB to -80dB and Mute.

**NOTE:** Key gain can only be adjusted when the listen function listens to a PP, PL, or, an IFB with an Auto-Talk function on the listen key and a Listen Source programmed for the IFB.

To **adjust the crosspoint gain using the keypanel key**, do the following:

- > On the KP-5032/4016 front panel
  - Press the **keypanel key** to the right to increase the listen gain for the selected key assignment.
  - Press the **keypanel key** to the left to decrease the listen gain for the selected key assignment.*A volume status bar (  ) and the volume level, in dB, appear on the specified key in the panel display.*

To **adjust the crosspoint gain using the AUX Volume encoder shaft**, do the following:

1. Lift and hold the **keypanel key** for which you want to adjust the crosspoint gain.
  2. Turn the **AUX Volume encoder shaft to the right to increase the gain.**
- OR
- Turn the **AUX Volume encoder shaft to the left to decrease the gain.**

**NOTE:** The volume bar shows a full width icon, but only colors the portion that represents volume. The remainder is of the bar is shown in black. This is so when the key gains are always displayed, the user will know when a key is muted, as opposed to a key that cannot have gain adjusted.



→  
**Increase Key Volume**

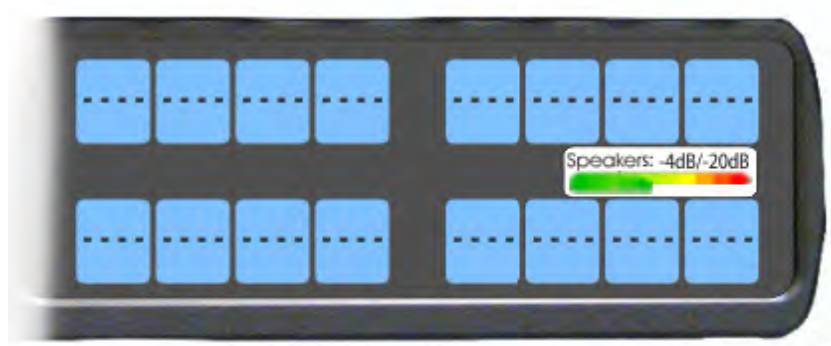
←  
**Decrease Key Volume**

## Keypanel Volume Adjustments

By default, the main volume control adjusts the Output Volume for the speaker (front/rear) or headset (front/rear), whichever is currently active.

Output volume ranges from +10dB to -48dB and Mute.

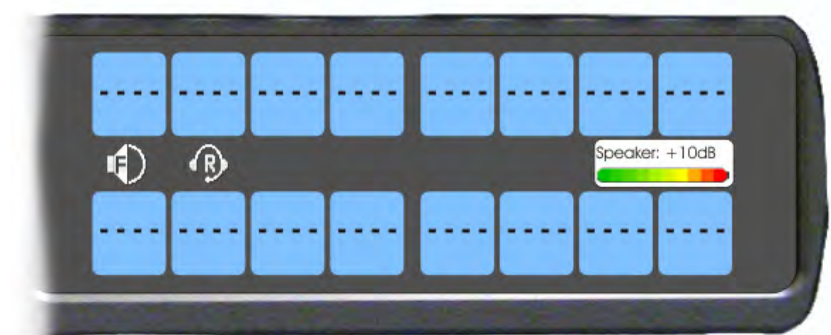
**NOTE:** If you gang speakers and/or headset volumes, you see a split volume bar. The front speaker or headset is the top portion of the bar, while the bottom portion of the bar is the rear speaker or headset volume. For more information on Gang Volumes, see “Audio Options Menu, Ganged Vols” on page 197.



To **adjust output volume level**, do the following:

- > On the KP-5032/4016, turn the **MAIN VOLUME encoder** to the right to increase the volume for the selected output.  
OR  
Turn the **MAIN VOLUME encoder** to the left to decrease the volume for the selected output.

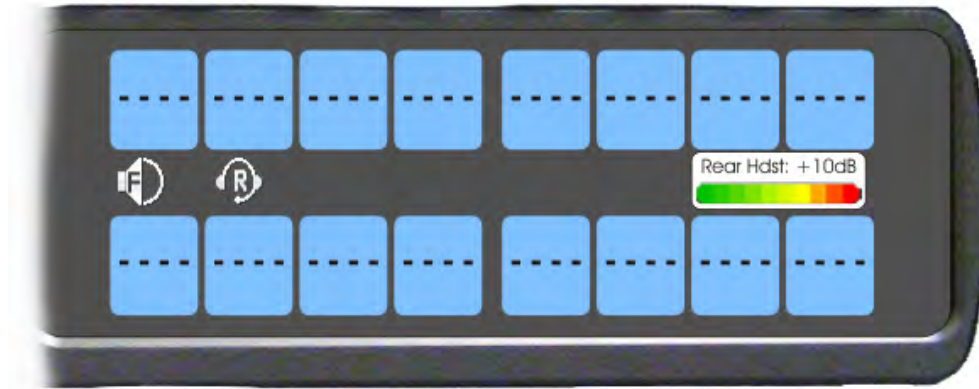
**NOTE:** When the MAIN VOLUME encoder is turned, the volume level bar appears in the panel display.



**NOTE:** You can save the volume adjustments to be power-up defaults using “Menu System, Save Config” on page 230.

To **select a different output volume control**, do the following:

- > On the KP-5032/4016, push the **MAIN VOLUME encoder** once.  
*The main volume focus switches to the next available output.*



## Aux Volume Adjustments

By default, the **Aux Volume** control knob adjusts the selected input volume, which can include Aux 1–2, Matrix Input, or OMNEO 1-8, depending on licensing and whether the connection is via OMNEO or AIO.

Input volume ranges from +10dB to -48dB and Mute.

To **adjust listen volume level**, do the following:

- > On the KP-5032/4016, turn the **AUX VOLUME encoder** to the right to increase the volume for the selected input.  
OR  
Turn the **AUX VOLUME encoder** to the left to decrease the volume for the selected input.

**NOTE:** When the AUX VOLUME encoder is turned, the volume level bar appears in the panel display.

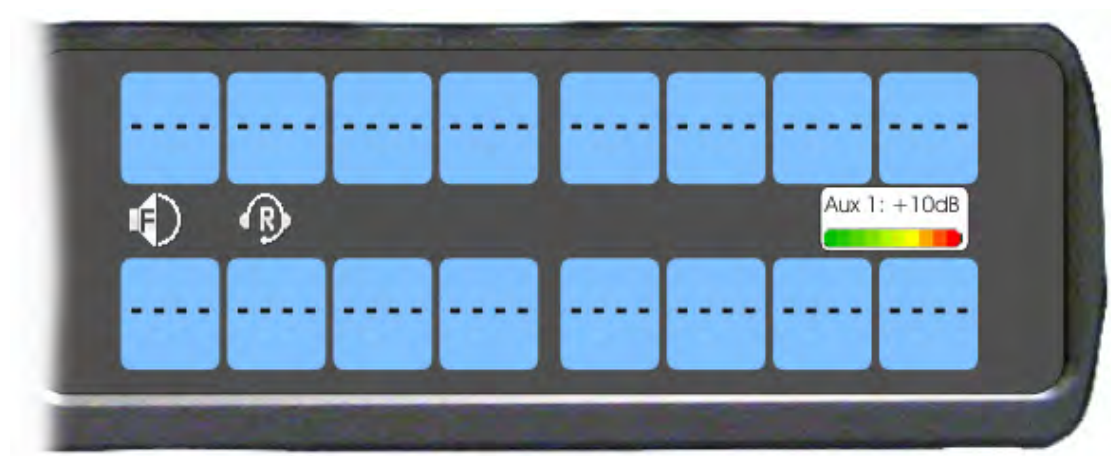


**NOTE:**

- You can save the volume adjustments to be power-up defaults using “Menu System, Save Config” on page 230.
- The inputs are available if they are enabled and mixed to an output.

To **change the focus of the volume control**, do the following:

- > On the KP-5032/4016, push the **AUX VOLUME encoder** once.  
*The aux volume focus switches to the next available input.*





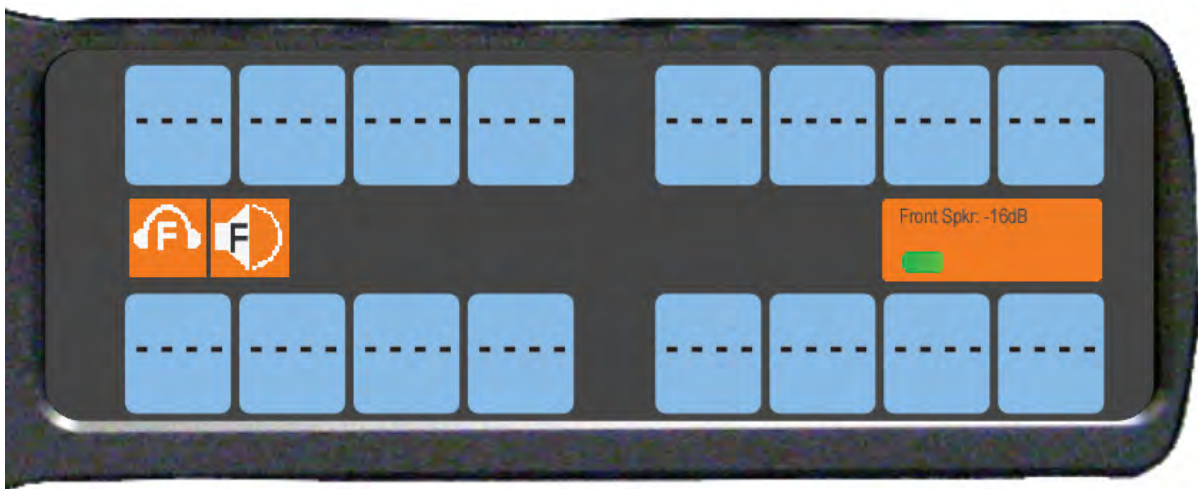
## Priority Call Volume Control

**Priority Call Volume Control** is used to mark a keypanel as a priority caller. When a priority caller talks to another keypanel, a minimum crosspoint volume (configurable in AZedit) is enforced for the duration of the call to ensure the caller is heard, even if the target panel has set the listen volume to a lower volume.

In addition, a minimum volume of -6dB on the speaker and headset of the target panel is also enforced when receiving a call from a priority caller (also ensuring the caller is heard, even when the target panel's headset and speaker volume is turned down. Once the call is completed, the previous speaker, headset, and crosspoint volumes are restored when the priority caller stops calling.

When a panel is the target of a priority call, the speaker, headset, and volume display are shown with an orange background indicating a priority call is in progress.

**NOTE:** The volumes are never lowered by the priority call, but are raised to the minimum values for the duration of the call if they had lower values to begin with.



**FIGURE 13.** Incoming Priority Call Volume Control Keypanel

Available crosspoint values range from: +6dB to -80dB and Mute.

By default, the priority call volume is set to +0.0dB.

To **configure priority call volume control**, do the following:

1. On the Keypanels/Ports screen in AZedit, select the **port** you want to set with priority call volume control.
2. Click the **Edit button**.

*The Keypanel/Port Configuration screen appears.*

**Keypanel / Port Configuration**

Setup | **Advanced** | Vox

**Priorities**

IFB Priority: 1

Trunk IFB Priority: 1

Trunk Priority: 1

**Panel Poll Delay (ms)**

0 [Reset]

**IFB Listen Destination**

Port Number	Port Alpha
4	4

**Options**

☐ Enable Tone

☐ Keypanel Privacy

☐ TIF Dial-Out Restrict

☐ Key Labels

☐ Do Not Interrupt

☒ Priority Call Volume: +0.0 dB

☐ Enable Keypanel Mirroring

[OK] [Cancel] [Apply] [Help]

3. Click the **Advanced tab**.  
*The Advanced Page appears.*
4. Select the **Priority Call Volume check box**.
5. From the Priority Call Volume drop down box, select the **crosspoint volume level** for the priority caller.
6. Click the **Apply button**.
7. Send the **change to the Intercom**.



---

## *Operation of Intercom Keys with Auto Functions*

**NOTE:** Assignment of keys with auto functions is described in the programming section that follows.

Operation of keys with auto functions, is as follows:

<i>Talk+auto follow</i>	Talk and listen can be activated separately. The listen assignment listens to whatever is assigned to the talk key.
<i>Talk+auto listen</i>	Both talk and listen activate when talk is activated.
<i>Talk+auto mute</i>	Listen turns off when talk is activated.
<i>Talk+auto reciprocal</i>	Listen is always on and talk may be turned on or off.
<i>Talk+auto table</i>	If an IFB talk key has an auto table listen assignment, talk and listen is independently activated. The listen key listens to whatever is defined as the IFB Listen Source for the IFB assigned to the talk key.
<i>All Call</i>	Activating this key activates all keys to the left of it, up to, but not including another all call key.
<i>Talk+DIM</i>	If a point-to-point key has the DIM function as a level 2 talk assignment, activating the key causes the crosspoint levels to diminish for any other intercom ports currently listening to the same destination and are in the same DIM tables.

---

## *Operation of Intercom Keys with Options*

### **Group Option Keys**

Activating the master key in a key group activates all keys in the group according to each key's individual key assignment. Activating a slave key does not affect any other keys in the group. For more information, see "Key Options Menu, Key Groups" on page 223.

### **Solo Key**

Activating a key with the solo option causes all other keys to turn off until the solo key is turned off. For more information, see "Key Options Menu, Solo" on page 227.

### **Exclusive Key**

Activating a key with the exclusive options causes all other Exclusive keys to turn off when activated. Unlike the solo option, when exclusive is deactivated, the keys turn off and stay off. For more information, see "Key Options Menu, Exclusive" on page 221.

### **Lock Key**

A key with the lock option on it is locked in the on or off position and cannot be changed until the lock is removed. For more information, see "Key Options Menu, Lock (Button Lock)" on page 224.

### **Chime Key**

When a chime is configured on a key and a call is received, the chime is activated. You can configure length and type of chime for the key, as well. For more information, see "Key Options Menu, Chime" on page 220.

### **Clear Keys**

Clearing keys is used to remove any key options assigned to a specific key or UPG button assignment. For more information, see "Key Options Menu, Clear" on page 221.

### **Latching Keys**

Latching keys on a keypanel gives the user hands-free operation where keys stay active after quickly tapping the key. For more information, see "Key Options Menu, Latching" on page 223.

---

## *Operation of Intercom Talk Keys with the Speaker DIM Setting*

Activating any talk key causes the speaker or headphone volume at the keypanel to diminish by the amount specified in the DIM menu item on the Service menu. For more information, see "Audio Options Menu, Dim" on page 196.

**NOTE:** Do not confuse this with the Talk+DIM auto function previously described. Talk+DIM affects the speaker or headphones on other keypanels when a particular talk key is activated on the keypanel. Speaker DIM affects the speaker or headphone level on the keypanel when any talk key on the keypanel is activated.

---

## *Operation of Intercom Keys assigned to TIF Ports*

If a keypanel key is assigned to talk to an intercom port designated as a TIF port in AZedit, placing the key in the talk position activates the KP-5032/4016 dialing menu. For more information, see “Telephone Interface (TIF) Operation” on page 251.

To **designate an intercom port as a TIF port**, do the following:

1. In AZedit, select the **port** you want to designate as a TIF port on the Keypanel/Port window.
2. Click the **Edit button**.
3. On the Advanced tab, select the **Port is TIF check box**.
4. Send the **change** to the intercom system.

---

## *User Quick Select Scrolling*

**User Quick Select Scrolling** is a fast and easy way to call or assign a point-to-point key on the KP-5032/4016.

To **use the User Quick Select Scroll feature to call a user**, do the following:

1. On the KP-5032/4016 keypad, press the **left and right arrow buttons** to scroll through the list of point-to-point connections available.  
*The selected port is highlighted in white.*

### **NOTE:**

- You can also use the left and right arrow buttons to page scroll through the list of ports available. Page scroll is useful when you have a large intercom system and you want to find a port quickly.
- You can also use the AUX Shaft encoder to quickly scroll through the list once you are in the scroll list menu.

To **page scroll**, do the following:

1. Press the **SHIFT button** before pressing the **left or right arrow buttons**.  
OR  
Press the **SHIFT button** and then press and hold the **arrow button** to repeat scrolling a page at a time.  
*Remember, when you let go of the key, it exits SHIFT mode.*
2. When the port is selected, press down on the **CWW key** to talk to the selected port.

## Graphical Call Waiting Window

Traditionally, incoming calls have been displayed on key 16 on the keypanel, flashing to indicate an incoming call. The KP-5032/4016 Series keypanel can keep a history of the last nine callers and display them in a scrollable, graphical window above keys 15 and 16. The CWW displays three calls at a time (only two in Kanji) with a scroll arrow appearing if there are more than three calls in the list.

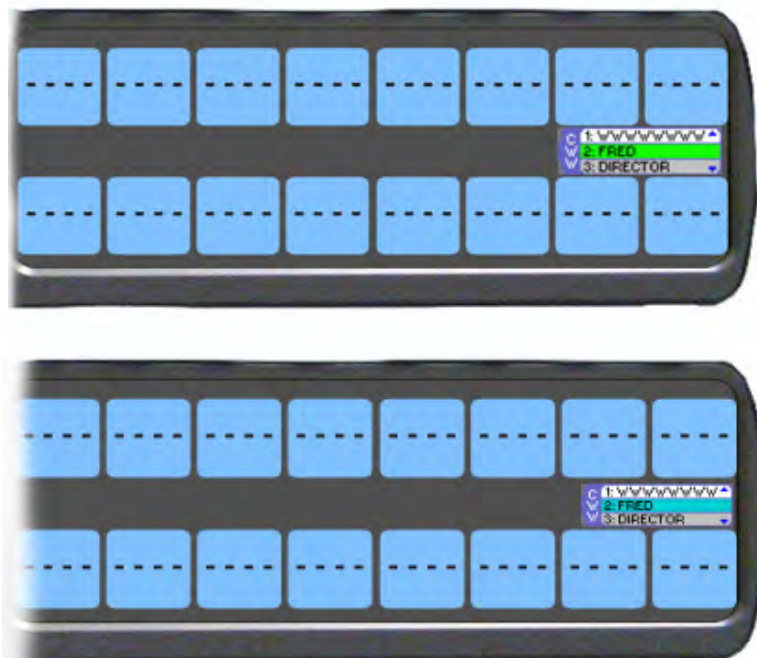


FIGURE 14. Graphical Call Waiting Window/ KP-5032



FIGURE 15. Graphical Call Waiting Window/ KP-4016

**TABLE 4.** Graphical CWW Call Description

Item	Description
New Call	White background
Selected Call / Not Talking	Cyan background
Selected Call / Talking	Green background
Old Call	Gray background

## Graphical Call Waiting Window Operation

Use Table 4 on page 61 and Figure 14 on page 60 to understand the different states of the CWW.

### *Display or Hide the CWW*

To **display the CWW**, do the following:

- > On the KP-5032/4016 panel, lift up on the **CWW key**.  
*The graphical call waiting window appears.*

To **hide the CWW**, do the following:

- > Press the **CLR button**.  
*The CWW closes.*

**NOTE:** If the CWW list is visible and not empty, it remains visible until hidden. If the CWW list is visible, but empty, it auto-hides after a five-second timeout.

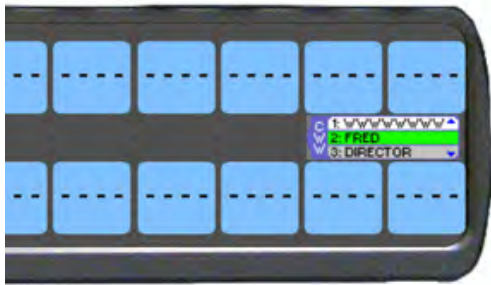
### *Incoming Calls*

When a call is received at the KP-5032/4016 panel, the graphical CWW list appears on the keypanel display. Unlike the keypanel talley indicators in previous keypanel versions:

- the graphical CWW list appears on the keypanel display.
- the graphical CWW and the call flashes (tallies), rather than the CWW button.

A minimum of three (3) calls, up to a maximum of nine (9) calls can be configured to be stored in the CWW history scroll list. The most recent call is inserted at the top of the graphical CWW list (position 1) with a white background (See Figure 14 on page 60). Other items in the CWW list are shifted down, as necessary. When a new call is received, the last call in the list is dropped, unless it is highlighted in the graphical CWW. In this case, it cannot be shifted off the CWW list.

For more information on how to configure the CWW, see “Service Menu, CWW” on page 232.



KP-5032



KP-4016

**FIGURE 16.** Graphical Call Waiting Window Highlighted Call

For more information on the CWW mode options, see “Service Menu, CWW” on page 232.

To **scroll the CWW list**, do the following:

- > When the CWW list is visible, press the **arrow up button** or the **arrow down button**.  
*The highlight moves through the scroll list.*

To **answer a call on the graphical CWW**, do the following:

1. Scroll the **CWW** to highlight the call you want to answer.  
*The highlighted call is shown with a cyan background.*
2. Press and hold the **CWW key** to talk to the caller.  
*The highlight in the CWW list turns green and moves to the top of the list when talking with the caller.*
3. Release the **CWW key** to stop talking.  
*The call is ended. The background of the caller in the CWW list turns a light gray (if not highlighted).*

### *Clearing the CWW List*

To **clear the CWW list**, do the following:

1. If the CWW is not visible, press the **CWW key** to make it visible and the call selected.
2. Use the **up and down arrows** to select the call to remove.
3. Press the **CWW key up**, to clear the selected entry.
4. Repeat **steps 2 & 3**, as necessary.

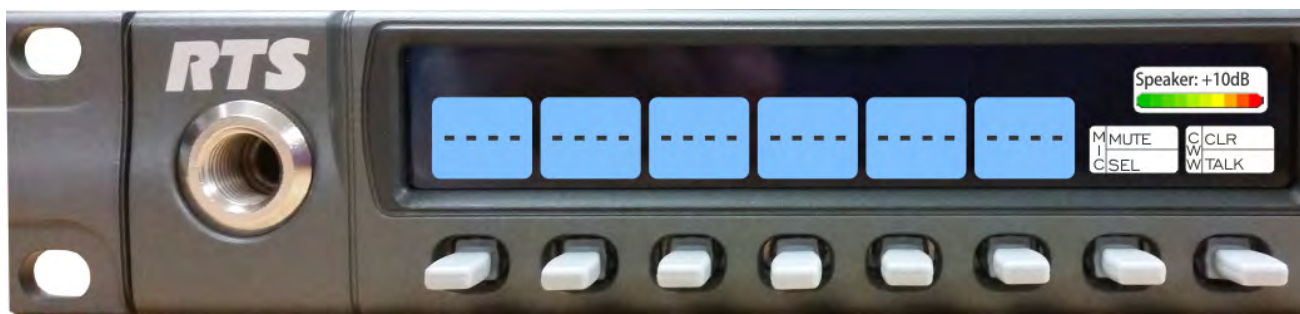
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## *Mute the Microphone/Speaker*

When the Mic Mute switch is pressed up, the corresponding microphones are muted. The Mic Mute switch can be disabled or configured to operate in either Toggle or Momentary mode.

For more on Mic Mute Modes, see “Audio Options Menu, Mic Mute” on page 204

On the KP-4016, the Mic Mute and Mic SEL keys are incorporated into key 15, see Figure 17.



**FIGURE 17.** KP-4016 Mic MUTE and Mic SEL

**NOTE:** See “Mic Mute” on page 104, for information on Mic Mute Options.















## Mic Select

Every mic (input) or speaker/headset (output) can be configured as Always On or Enabled, Disabled, or Switched. Only mics, speakers, or headsets set to Switched are controlled by the MIC SEL key.

For more information, see:















- “Audio Options Menu, Headset Speaker” on page 199.
- “Audio Options Menu, Panel Mic” on page 205.
- “Audio Options Menu, Headset Mic” on page 197.

**TABLE 5.** Source Configuration Matrix and Display icons

	ALWAYS ON/ENABLED	SWITCHED	DISABLED	ICON DISPLAYED
<b>Panel Mic</b>				
	Front and Rear			
	Front	Rear		 OR 
	Rear	Front		 OR 
	Front		Rear	
	Rear		Front	
			Front and Rear	No icons display on the keypad.
<b>Headset Mic</b>				
	Front and Rear			
	Front	Rear		 OR 
	Rear	Front		 OR 
	Front		Rear	
	Rear		Front	
			Front and Rear	No icons display on the keypad.



**TABLE 5.** Source Configuration Matrix and Display icons

	ALWAYS ON/ENABLED	SWITCHED	DISABLED	ICON DISPLAYED
<b>Speaker</b>				
	Front and Rear			
	Front	Rear		 OR 
	Rear	Front		 OR 
	Front		Rear	
	Rear		Front	
			Front and Rear	No icons display on the keypanel.
<b>Headset</b>				
	Front and Rear			
	Front	Rear		 OR 
	Rear	Front		 OR 
	Front		Rear	
	Rear		Front	
			Front and Rear	No icons display on the keypanel.

---

## Setup Pages

**Setup Pages** are used to allow access to more key assignments than there are physical keys on the keypanel. This is useful for sharing a keypanel because you can use setup pages to swap between the key assignments used for each person. An alternative to Setup Pages is Panel Swap (see “Key Options Menu, Panel Swap” on page 224) Note, with Panel Swap, your system must be configured for more keys per panel, whereas with Setup Pages, you do not need to increase the number of keys per panel, but can simply assign different setup pages to each row of keys.

You can have up to 15 setup pages per keypanel port.

**NOTE:** To change the Setup Pages available for ports, in AZedit go to Options|Intercom Configuration|Options tab. Change the Setup Pages per port field to the number of pages needed.

By default, eight (8) pages are available.

---

**IMPORTANT:** To add key assignments to the setup pages, see “Menu System, Key Assign Menu” on page 214.

---

To **open and assign setup pages**, do the following:

1. Press the **PAGE** key.  
*The Page menu appears in the display screen.*
2. Press **SEL** to get to the graphical mode  
OR  
Enter a **digit (page number)**.
3. Tap a **key** to assign that page to the key row.

To **toggle between setup pages**, do the following:

1. Using the left and right arrows, change the **page on the current key row**.
2. Press the **SEL** key (or just wait 2 seconds to auto-select).

To **change the highlighted key row in the graphical mode**, do the following:

- > Using the FWD/BACK or UP/DOWN keys, change the **highlighted key row**.  
OR  
Press the **SHIFT + LEFT** buttons or the **SHIFT + RIGHT** buttons to change the highlighted key row.

---

## Menu Passwords

As with other keypanels, the KP-5032/4016 allows you to lock the entire menu structure or only the service menu. This is implemented through AZedit (System\Miscellaneous\Keypanel Menu Password. For more information, see the AZedit user manual (p/n F01U239453).

**NOTE:** Only numerical passwords are allowed.

To enter a menu password at the password prompt, do the following:

1. Press the **MENU button**.  
*? appears in the keypanel display screen.*
2. Using the keypad, enter the **password** for the menu.
3. Press the **SEL key**.  
*When the password is completely entered correctly, the menu appears.*

**NOTE:**

- Use the CLR button, double-click the AUX shaft encoder, or single-click the MAIN shaft encoder to erase the last digit.
- If there are no digits, the CLR button or double-clicking either the AUX shaft encoder or MAIN shaft encoder exits the menu.

---

## Voice Messaging (Audio Package Only)

---

**IMPORTANT:** If you are upgrading the KP-4016/5032 from version 1.1.1 or earlier to version 1.2.0 or later, you must do the following:

- Download the Firmware
- Download the License, if purchased.
- Download the Voice Mail Chimes (downloaded with vm-chimes.mot)
- Download the Voice Mail Icons (downloaded vm-icons.mot)

For more information on downloading firmware, see “Download Firmware to the KP-5032/4016 From AZedit” on page 159.

Take note, the VM chimes and VM icons are .mot files and should be treated as firmware downloads, not Chimes or Icons.

Panels shipped from the factory with v1.2.0 or higher, include VM Chimes and VM icons.

---

**VM** (Voice Messaging) allows a caller to leave an audio message at a keypanel where the keypanel user has stepped away from or is currently busy and cannot answer a call.

There are two (2) modes of voice messaging; *AFK* and *Auto-Record*.













**AFK** (Away From Keypanel) mode indicates the keypanel user is not available or is away from the keypanel. AFK enables callers to leave a message for the user to listen to upon return to their keypanel.

**Auto-Record** mode indicates the last 30 seconds of audio is always being recorded. When Auto-Record is active it does not matter if AFK is enabled or not, the keypanel constantly records the last 30 seconds of audio. On the keypanel in which Auto-Record is enabled, the record icon appears in the keypanel display window (see “Voice Messaging Icons” on page 68). Unlike AFK, where the recording icon is flashing while a message is being recorded, the icon is constant.

To configure how you want voice messaging to work, see “Audio Options Menu, VM Options (Audio Package Only)” on page 208

Up to seven (7) voice messages can be recorded, with each voice messages being up to 30 seconds long.

### Voice Messaging Icons

Icon	Description	Operation
	AFK (Away From Keypanel)	This icon appears in the keypad display when the keypad is put into AFK mode.
	Keypanel in AFK Mode	This icon appears on the callers key when the keypad being called is in AFK mode. The caller receives a flashing dialog balloon and a chime, alerting them to the AFK status of the keypad they are trying to call. The caller can then choose to leave a message on that keypad.
	Record in AFK Mode	This icon appears on the callers key when a message is being left at another keypad that is in AFK mode, the record icon appears to let the user know they are recording a message.
	Auto-Record	This icon appears in the keypad display when the keypad is in AFK mode and someone is leaving a message or Auto-Record is set to Rolling Buffer. This means the keypad is constantly recording the last 30 seconds of audio, regardless of the keypad state. This icon also appears flashing on a keypad that is AFK and receiving a message.
	Stop	The stop icon appears on the callers key when the VM recording is ended.
	Play/Pause	This icon appears in the VM menu and is used to start playing a voice message.
	Fast Forward	This icon appears in the VM menu and is used to fast forward through a voice message.
	Rewind	This icon appears in the VM menu and is used to rewind through a voice message.
	Voice Message	This icon appears in the keypad display when a voice message is left on the keypad. The red circle in the lower right corner of the icon shows how many messages have been left. Up to seven (7) messages can be stored at a given time.
<b>NOTE:</b> The following icons appear on the panel trying to leave a message.		
	Target is not present	This icon appears when you try to leave a VM for a panel that is not connected.
	Target is not AFK	This icon appears when a user tries to leave a voice message when the keypad is not in AFK mode. The red X blinks on the yellow background for five (5) seconds.
	Target is busy	This icon appears when the keypad being called is busy, such as already recording a message, there is no recording room left, or the user is in the VM menu.

To **toggle on AFK mode**, do the following:

- > On the keypanel keypad, press **SHIFT+AFK**.  
*The AFK icon appears in the panel display.*



To **toggle off AFK mode**, do the following:

- > On the keypanel keypad, press **SHIFT+AFK**.  
*The keypanel deactivates AFK mode.*

To **leave a message**, do the following:

1. On the keypanel, press the **key assigned to the keypanel you want to call**.  
*If AFK is activated, a flashing dialog balloon icon appears and a chime sounds alerting you of the AFK status.*
2. On the keypad, press the **Shift key and the keypanel key you are trying to contact**.  
*A flashing red dot on a white background (record) icon appears and a chime sounds. The recording begins. A countdown time appears on the key, advising of the time left to record.*
3. Leave a **message for the keypanel user** you are trying to contact.

**NOTE:** Messages are limited to 30 seconds.

4. When you are finished leaving a message, release the **keypanel key**.  
*The message is complete. A black square with a white background (stop recording) icon appears and a chime is heard. This icon disappears after three (3) seconds.*

**NOTE:**

- A cassette tape icon appears on the keypanel where the message was left, alerting the user of the voice message.

## Voice Messages Menu

The **Voice Messages** menu is used to display, retrieve, and listen to voice messages. When a keypanel receives and stores a VM or the keypanel has Rolling Buffer enabled, the voice message menu is accessible. From the Voice Message menu you can scroll through a list of available messages – most recent first – showing the caller, the duration of the message and how long ago it was left. See figure Figure 19.

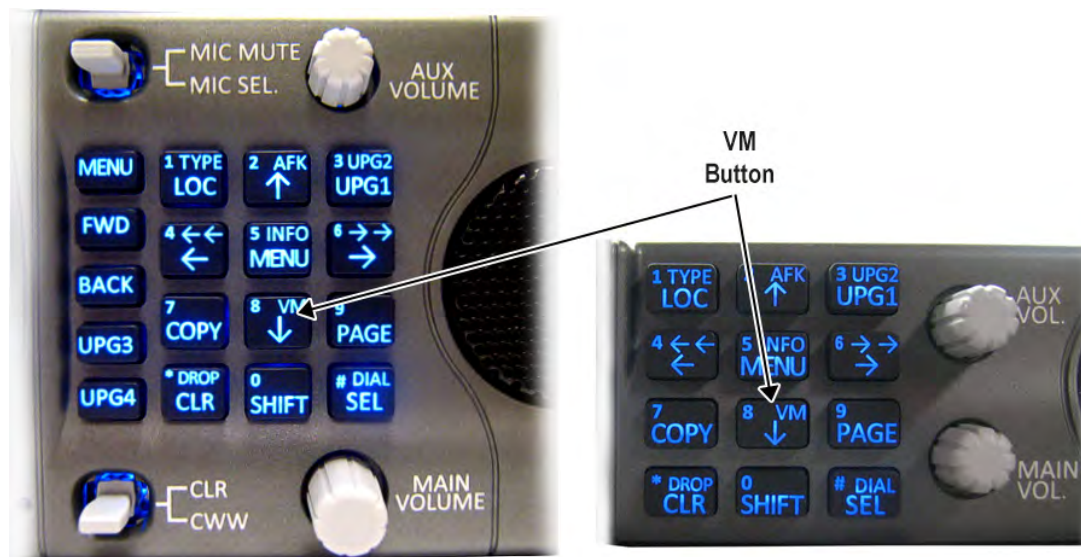


FIGURE 18. VM Button



FIGURE 19. Voice Message Menu

To enter the Voice Messages menu, do the following:

1. On the keypad, press the **SHIFT+VM/8** buttons.  
*A scroll list of voice messages appear in the keypanel display window.*
2. Using the up and down arrow keys, scroll to the **desired voice message**.  
OR  
Using the AUX VOL shaft encoder, scroll to the **desired voice message**.

## VM Playback Menu

The **VM Playback** menu is used to play and listen to voice messages you receive on the keypanel.

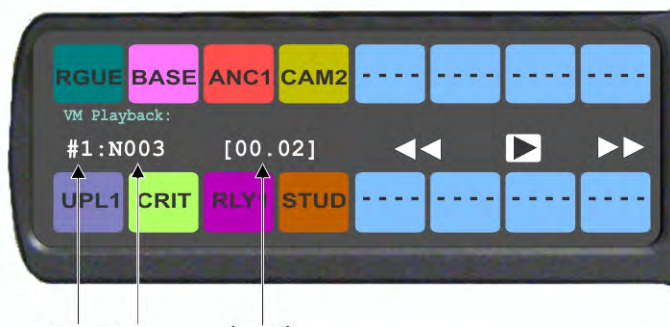


FIGURE 20. VM Playback Menu

To **listen to a message**, do the following:

1. Using the up and down arrow keys, scroll to the **desired voice message**.  
OR  
Using the AUX VOL shaft encoder, scroll to the **desired voice message**.
2. Press the **SEL button**.  
*Playback icons appear in the keypanel display window. By default, the PLAY button is selected.*
3. Press the **SEL button**.  
*The voice message is played.*

To **rewind or fast forward a message**, do the following:

- > Press and hold the **rewind (left arrow) key** to rewind a message  
OR  
Press and hold the **fast forward (right arrow) key** to fast forward the message.

### NOTE:

- Tapping the fast forward or rewind keys moves the message 1 second forward or 1 second backward.
- Pressing the SEL button toggles Play/Pause.

To **pause the message**, do the following:

1. Press the **SEL button**.  
*Playback icons appear in the keypanel display window.*
2. Press the **SEL button**.  
*The message begins to play. A pause icon appears.*
3. Press the **SEL button**, again.  
*The message is paused.*

To **return a call to the caller who left the voice message**, do the following:

**NOTE:** This action can be done from both the Voice Messages and VM Playback menus.

- > With a voice message highlighted, press down on the **CWW key**.  
*The person who initially left the message is called back.*

**NOTE:** When pressing the CWW talk key, the menu highlight moves to the caller alpha and is shown in green.

To **delete a voice message from the message queue**, do the following:

- > With the message highlighted you want to delete, press the **SHIFT+CLR buttons**.  
*The message is deleted.*

---

## User Programmable Buttons

A **UPG** (User Programmable Button) gives you the option to assign frequently used menu items to a single button on the keypad, eliminating the need to navigate through the menu structure. Not all menu items can be programmed to the UPG buttons, such as any assignment group menu, any TIF menu items, or scrolling menu items. Basically, any menu that requires context or history cannot be saved. If a menu item cannot be saved, a prompt appears in the panel display showing *Cannot save this menu position*.

**NOTE:** You can program a UPG key to activate the screen saver option on the keypad. For more information, see “To activate the screen saver from a UPG key” on page 73.

The UPG keys can also be used to activate relays. When a relay is assigned to the button, and while the keypad is not in menu mode, pressing the UPG key activates the relay for as long as the UPG button is held down. Once the button is released, the relay becomes inactive.

**NOTE:** The UPG buttons can be cleared using Key Options|Clear from the keypad menu.

---

**IMPORTANT:** On the KP-4016 keypad, there are only two (2) UPG Buttons available. However, on the KP-5032, there are nine (9) UPG buttons available – UPG1 through 4 are displayed on the keypad, while UPG 5 through 9 are available as the SHIFT version of the left column buttons (MENU, FWD, BACK, UPG3, and UPG4).

---

To **assign a menu item to a UPG button on the KP-5032**, do the following:

1. On the KP-5032 keypad, press the **MENU button**.  
*The Information menu appears.*
2. Using the arrow buttons, navigate to the **menu item** you want to assign to a UPG button.
3. Press and hold the **UPG button** for two (2) seconds.  
*Menu position saved appears in the panel display.*

To **assign a menu item to a UPG button using the SHIFT menu**, do the following:

1. On the keypad, press the **MENU button**.  
*The Information menu appears.*
2. Using the arrow buttons, navigate to the **menu item** you want to assign to a UPG button.
3. Press the **SHIFT button** and then hold the **UPG button** for two (2) seconds.  
*Menu position saved appears in the panel display.*



To **assign a relay to a UPG button**, do the following:

1. On the KP-5032 keypad, press the **MENU button**.  
*The Information menu appears.*
2. From the Information menu, using the arrow buttons, select **Service**.
3. Press the **SEL button**.  
*The Service menu appears.*
4. Using the arrow buttons, select **Local GPIO**.
5. Press the **SEL button**.  
*GPIO Inputs and GPIO Outputs appears in the panel display.*
6. Using the arrow buttons, select **GPIO Outputs**.
7. Press the **SEL button**.  
*Relay 1 and Relay 2 appear in the panel display.*
8. Using the arrow buttons, select the **Relay 1**, or **Relay 2**.
9. Press the **SEL button**.  
*Not Assigned, Talk Key, and UPG 1 through UPG 9 appears in the panel display.*

**NOTE:** If you are using a KP-4016, there are only two (2) UPG assignments available. To assign a UPG on a KP-4016 or UPG5-9 on the KP-5032, you must first press the SHIFT button.

10. Using the arrow buttons, select a **UPG button**.  
*The relay is assigned to the desired UPG button.*

**NOTE:** Once a relay is programmed to the button, and the keypad is not in menu mode, pressing the UPG button activates the assigned relay until the button is released.

To **activate the screen saver from a UPG button**, do the following:

1. On the KP-5032/4016 keypad, press the **MENU button**.  
*The Information menu appears.*
2. Using the arrow buttons, select **Service**.
3. Press the **SEL button**.  
*The Service menu appears.*
4. Using the arrow buttons, select **Scrn Saver**.  
*Activate, Delay and Mode appear.*
5. Using the arrow buttons, select **Activate**.
6. Press the **SEL button**.  
*The screen saver activates on the keypad.*
7. Press and hold the **UPG button** you want to assign this option to for two (2) seconds.  
*Menu position saved appears in the panel display and the screen saver feature is assigned to the UPG button.*

Other Common UPG Assignments available:

- UPG Button to trigger panel swap, see “Key Options Menu, Panel Swap” on page 224.
- UPG Buttons to turn keys off with a single press, see “Key Options Menu, Turn Off” on page 228.
- UPG Buttons to DIAL or DROP a TIF, see “Dialing and Hanging Up” on page 251.

## Keypanel Color Window

The **Keypanel Color** window, shown in Figure 21, is used to change the text and background colors assigned to function types, key assignments, and talk/listen indications. You can modify local intercom key assignments and function type colors, as well as remote intercom function type colors, giving you the flexibility to distinguish different systems through the use of color patterns.

The Keypanel Color window is only available when the following requirements are met:

- running AZedit version 3.7.0 or later.
- running MCII-e version 2.1.0 or later.

**NOTE:** Key colors are associated with assignments and assignment types, not the physical keys they are assigned to.

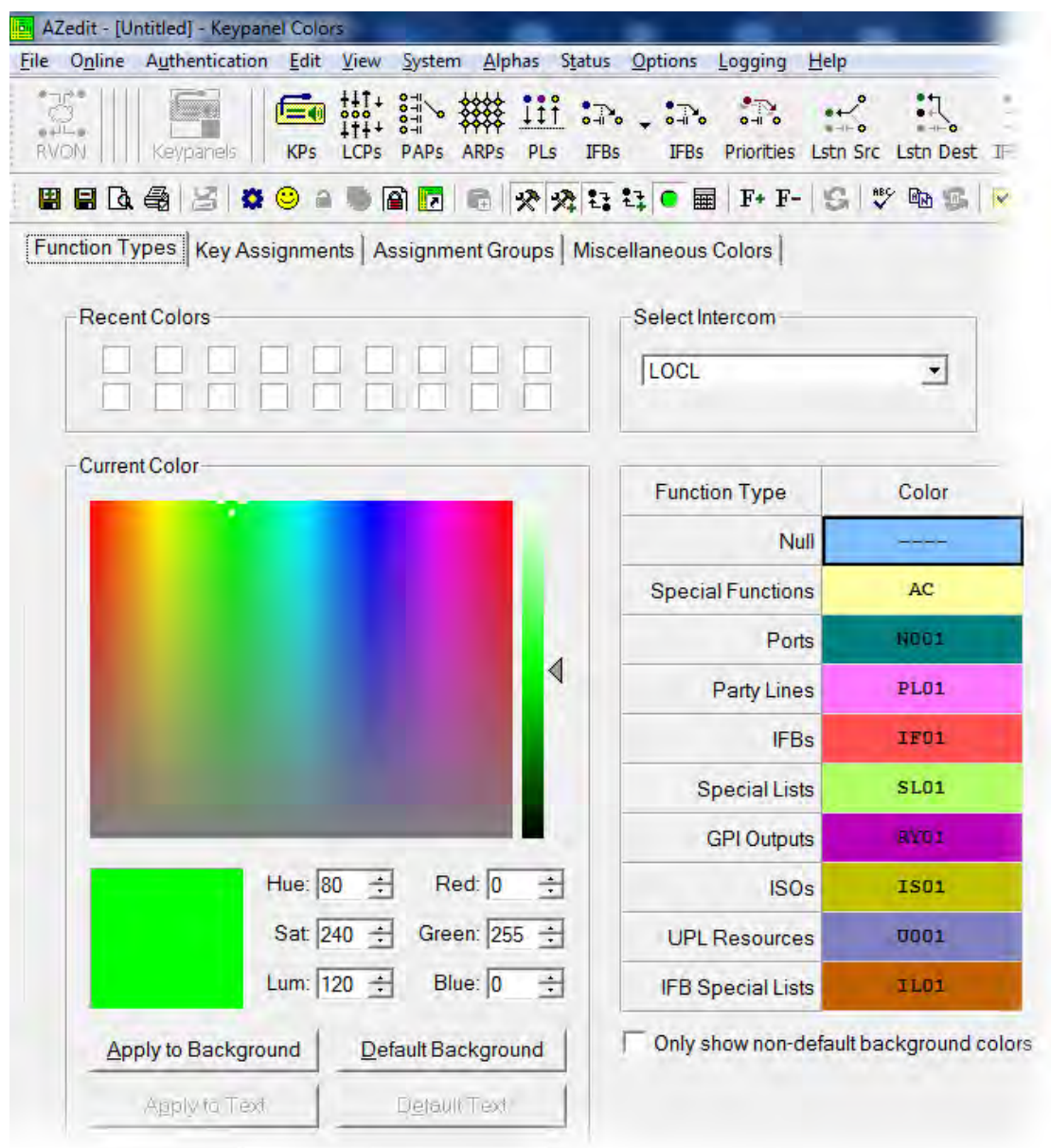


FIGURE 21. Keypanel Colors Window

---

## Function Types Page

The **Function Types** page, shown in Figure 21, is used to change the default colors assigned to the various keypanel function types.

### *Select Intercom Drop Down Menu*

The **Select Intercom** drop down menu is used to select the intercom system (*local* or *remote*) in which you want to change the color of the key function types.

---

## Recent Colors Group Box

---

The **Recent Colors** group box displays the 18 most recently used colors.

---

## Current Color Group Box

---

The **Current Color** group box displays the currently selected color (current color cell), whether from the color palette or recent colors. Also, using the Hue, Sat, Lum, Red, Green, and/or Blue spin boxes, you can adjust the selected color to create a unique color for the function type.

**NOTE:** You can drag and drop colors from the color picker or recent color check boxes, and drop it on the background or text area of one (1) of the cells in the Color Grid (Figure 22 on page 76). You can also select a color in the Color Grid and drop and drag it to the Current Color Cell field. By holding down the Ctrl key on the keyboard, you can select multiple cells in the Color Grid, thus allowing you to apply color to multiple key assignments.

### *Apply To Background Button*

The **Apply to Background** button is used to apply the color selection to the background.

### *Default Background Button*

The **Default Background** button is used to reset the background color to the default color.

### *Apply To Text Button*

The **Apply to Text** button is used to apply the color selection to the text of the type of assignment.

### *Default Text Button*

The **Default Text** button is used to reset the text color to the default color of the type of assignment.

*Color Grid*

Function Type	Color
Null	----
Special Functions	<b>AC</b>
Ports	<b>N001</b>
Party Lines	<b>PL01</b>
IFBs	<b>IF01</b>
Special Lists	<b>SL01</b>
GPI Outputs	<b>RY01</b>
ISOs	<b>IS01</b>
UPL Resources	<b>U001</b>
IFB Special Lists	<b>IL01</b>

**FIGURE 22.** Color Grid*Function Type Column*

The **Function Type** column displays the different function types you can make key color changes for.

Available selections are: Null, Special Functions, Ports, Party Lines, IFBs, Special Lists, GPI Outputs, ISOs, UPL Resources, and IFB Special Lists.

*Color Column*

The **Color** column displays the current text and background colors assigned to the function type.

**NOTE:** You must select the current color box next to the function type you want to change the color for. When selected, a thick black line appears around the box.

*Only Show Non-Default Background Colors Check Box*

The **Only Show Non-Default Background Colors** check box, if selected, shows colors only for function types set to a color other than their default color.

## Key Assignment Page

The **Key Assignment** page, shown in Figure 23, is used to change the colors assigned to the various assignment types. This means you can assign different colors to the individual function type resources. For example, you can change the display color for the party line assignment number 003.

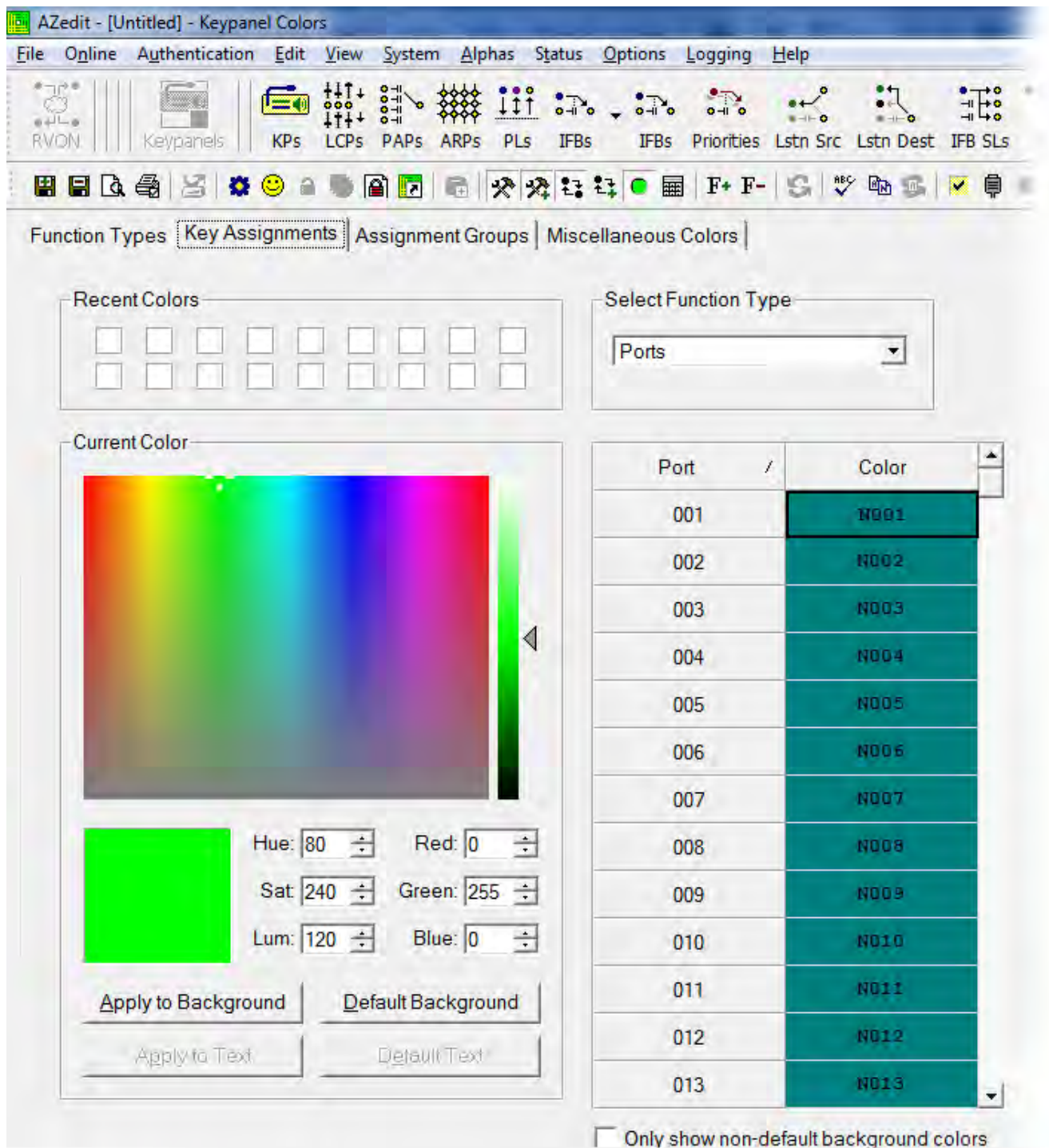


FIGURE 23. Key Assignments Page

---

### *Select Function Type Drop Down Menu*

The **Select Function Type** drop down menu is used to select the function type you want to display the function number resources for.

Available selections for this field are: Ports, Party Lines, IFBs, Special Lists, GPI Outputs, ISOs, UPL Resources, and IFB Special Lists.

### *Function Number Column*

The **Function Number** column displays the function numbers (resources available) you can modify the color of the assigned key for.

**NOTE:** Key colors are associated with assignment types, not the keys they are assigned to.

### *Color Column*

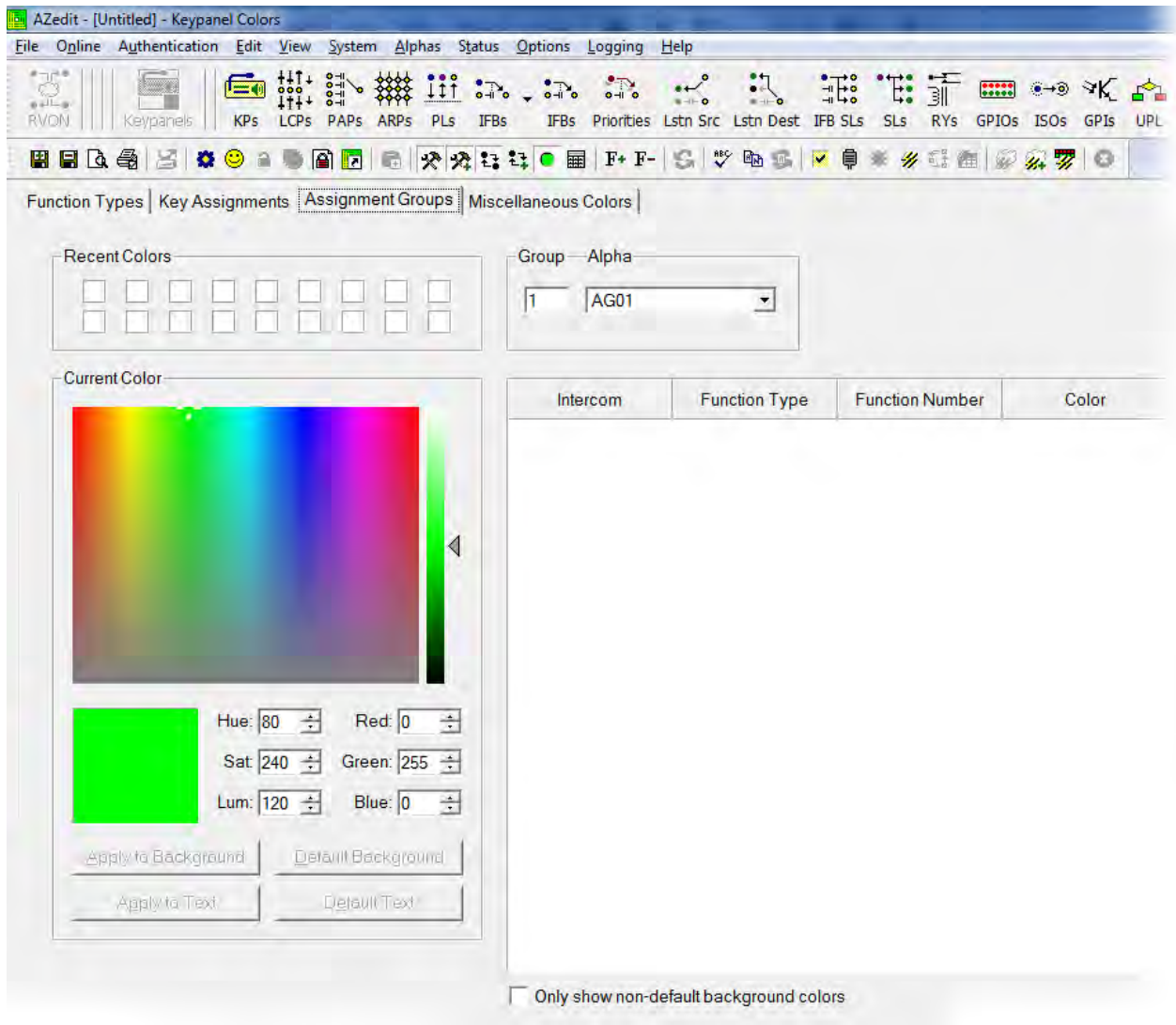
The **Color** column displays the current color assigned to the function number.

**NOTE:** You must select the current color box next to the function number you want to change the color for. When selected, a thick black line appears around the box indicating it is selected.



## Assignment Groups Page

The **Assignment Groups** page, shown in Figure 24, is used to change the colors of the members of the different assignment groups.



**FIGURE 24.** Assignments Groups Page

### Select Assignment Group Drop Down Menu

The **Select Assignment Group** drop down menu is used to select the assignment group whose members you want to modify the key colors for.

### Intercom Column

The **Intercom** column displays the name of the intercom where the group resides.

### Function Type Column

The **Function Type** column displays the type function assigned to the group.

### ***Function Number Column***

The **Function Number** column displays the number of the assignment group you select from the Assignment Group drop down menu. For more information, see “Select Assignment Group Drop Down Menu” on page 79.

### ***Color Column***

The **Color** column is used to select the assignment group member you want to modify the associated color with.

To **select the color column**, do the following:

- > Click the **color box** next to the assignment group member.  
*A thick, black outline appears around the selected color box.*



## Miscellaneous Colors Page

The **Miscellaneous Colors** page, shown in Figure 25, is used to change the colors of the talk and listen indicators seen on the KP-5032/4016 series keypanel when talk and/or listen is activated.

For more information on Talk and Listen indicators, “Talk/Listen Indicator” on page 50.

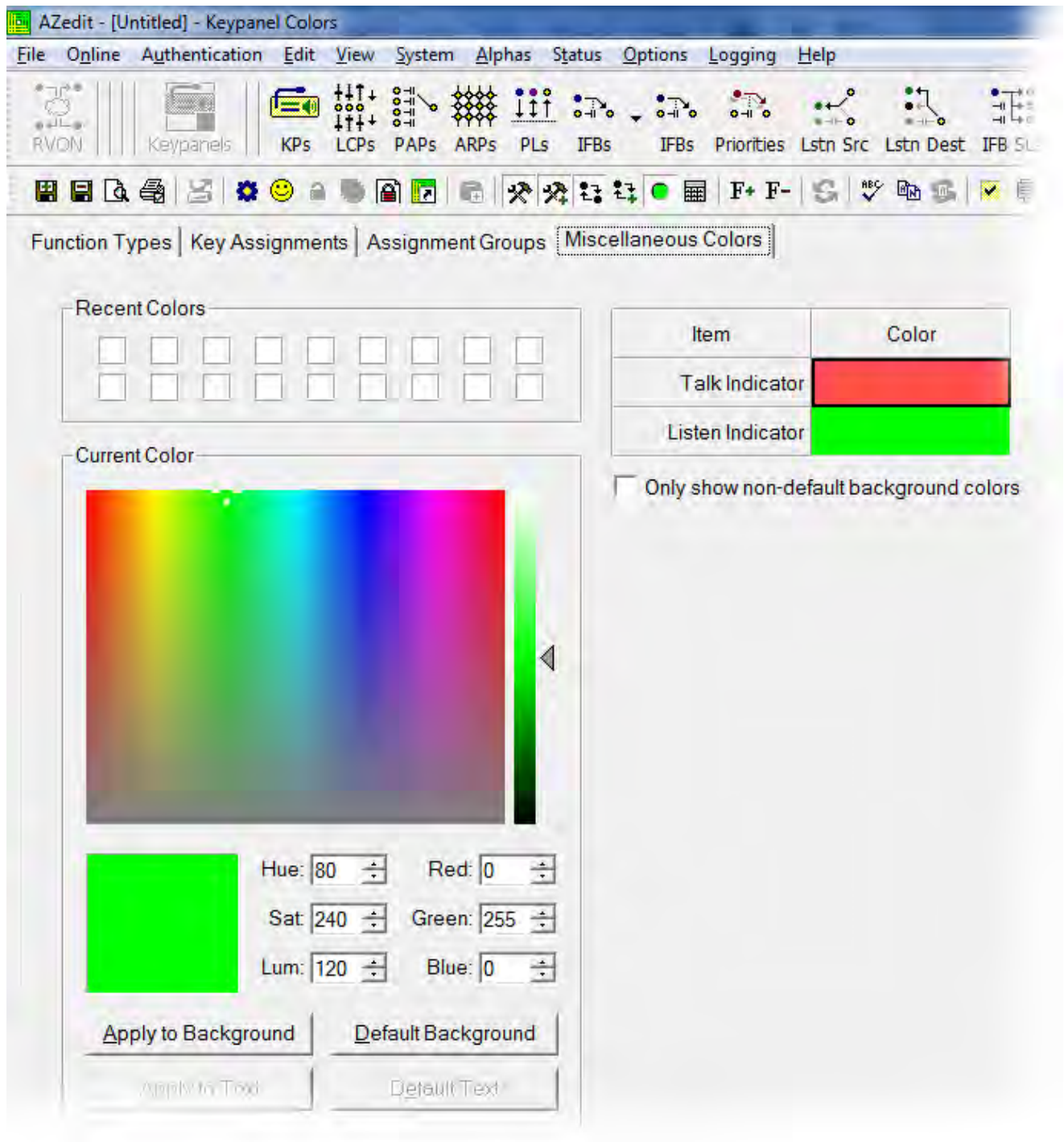


FIGURE 25. Miscellaneous Colors Page

## Enhanced Tallies

**Enhanced Tallies** allow you to configure, using AZedit, how tallies look on the keypanel. You are able to change how an incoming calls, PLs, IFBs, etc look on the keypanel. By default, an incoming call tally is indicated by a flashing alpha. With enhanced tallies, you can configure the text and background colors to trade-off, simulating a flashing keypanel. You can also configure a chime to be played when an incoming call is received, as well as an icon to appear announcing the call. For more information, see Table 7, “Tally Icon Descriptions,” on page 90.

### Requirements

AZedit version 5.0.0 or later

MCII-e version 3.2.0 or later

To **open the Enhanced Tallies window**, do the following:

1. Open **AZedit**.
2. From the menu bar, select **System|Miscellaneous|Enhanced Tallies**.  
*The Enhanced Tallies window appears.*

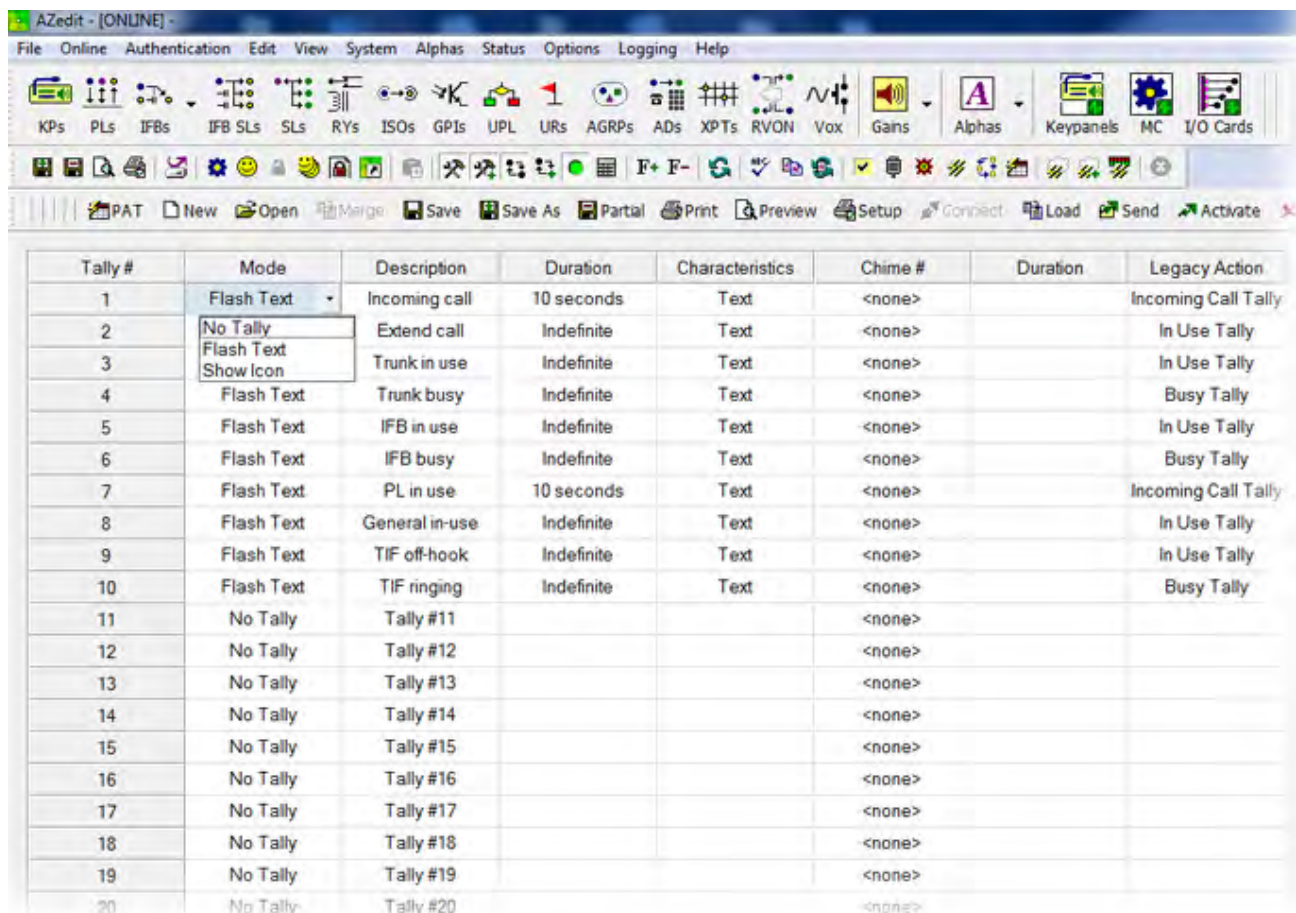


FIGURE 26. Enhanced Tallies Window

## Tally # Column

The **Tally #** column displays the tally number. This number is associated with the tally description and is used in creating UPL statements. AZedit supports 20 different tallies, however, the first 10 are predefined.

**TABLE 6.** Predefined Tallies

Tally #	Description
1	Incoming Call
2	Extend Call
3	Trunk in Use
4	Trunk Busy
5	IFB in Use
6	IFB Busy
7	PL in Use
8	General In Use
9	TIF Off-Hook
10	TIF Ringing

## Mode Column

The **Mode** column is used to select the type of tally to use.

There are three (3) options available:

*No Tally*

*Flash Text*            Flashes text for a user-determined (duration column) amount of time.

*Flash Icon*            Shows an icon for a user determined (duration column) amount of time. For more information, see Table 7, “Tally Icon Descriptions,” on page 90.

## Description Column

The **Description** column is used to enter a description of the tally you create.

---

**IMPORTANT:**        It is recommended you do not change the pre-defined tallies descriptions. Changing the description does not change pre-defined purpose of the tally. For example, if you change the description for IFB Busy to Trunk Busy, it still activates when an IFB is busy and may be confusing to users.

---

To **change the Description column**, do the following:

1. In the Description column, double-click the **tally description** you want to change.  
*The selected Description cell becomes active.*
2. In the cell, enter the **tally description** you want.

## Duration Column

The **Duration** column is used to select the duration the tally is activated for.

Available options for this field are: Indefinite and one (1) second through five (5) minutes.

To **set the tally duration**, do the following:

1. In the Duration column, select the **duration of the tally** you want to change.  
*A drop down menu appears.*
2. From the drop down menu, select the **desired duration**.

## Characteristics Column

The **Characteristics** column is used to configure the characteristics or behavior of the visual tally. Depending on what you select in the Mode column determines what is seen in this column. From the Characteristics column, you can access a configuration window for either Text or Icon selections. If No Tally is selected in the Mode column, the Characteristics column is blank.

To **open the Text configuration window**, do the following:

1. In the Characteristics column, click the **cell with the word Text**.  
*The cell animates the tally as defined (for example, flashing text with color or animating icons) and an ellipsis button appears in the cell.*
2. Click the **Ellipsis button**.  
*The Flash Text Characteristics window appears. For more information, see “Flash Text Characteristics Window” on page 86.*

To **open the Icon configuration window**, do the following:

1. In the Characteristics column, click the **cell with word Icon**.  
*An ellipsis button appears in the cell next to the word Icon.*
2. Click the **Ellipsis button**.  
*The Show Icon Characteristics window appears. For more information, see “Show Icon Characteristics Window” on page 88.*

## Chime # Column

The **Chime #** column is used to select the type of chime to play when a tally is activated.

Available options for this field are: System Chime #1 through System Chime #12. User Chime #1 through #4 if the Audio Package is installed.

To **set the chime**, do the following:

1. In the Chime # column, select the **chime cell** you want to change.  
*A drop down menu appears.*
2. From the drop down menu, select the **desired chime**.

## Duration Column

The **Duration** column is used to select the length of time to for the chime to last.

Available options for this field are: One-shot and one (1) second through five (5) minutes.

To **set the duration of the chime**, do the following:

1. In the Duration column, select the **duration of the tally** you want to change.  
*A drop down menu appears.*
2. From the drop down menu, select the **desired duration**.

## Legacy Action Column

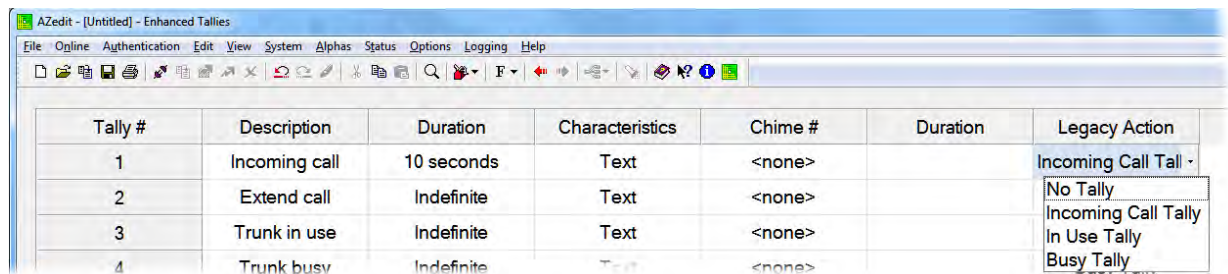
The **Legacy Action** column is used to select how the tally descriptions is implemented on keypanels that do not support Enhanced Tallies.

Available options are:

*No Tally*  
*Incoming Call Tally*  
*In-Use Tally*  
*Busy Tally*

To **select a legacy action**, do the following:

1. Click in the **Legacy Action** column cell desired.  
*A drop down arrow appears.*
2. From the Legacy Action drop down menu, select **desired action**.



## Flash Text Characteristics Window

The **Flash Text Characteristics** window is used to configure the way a text tally behaves for the selected tally.

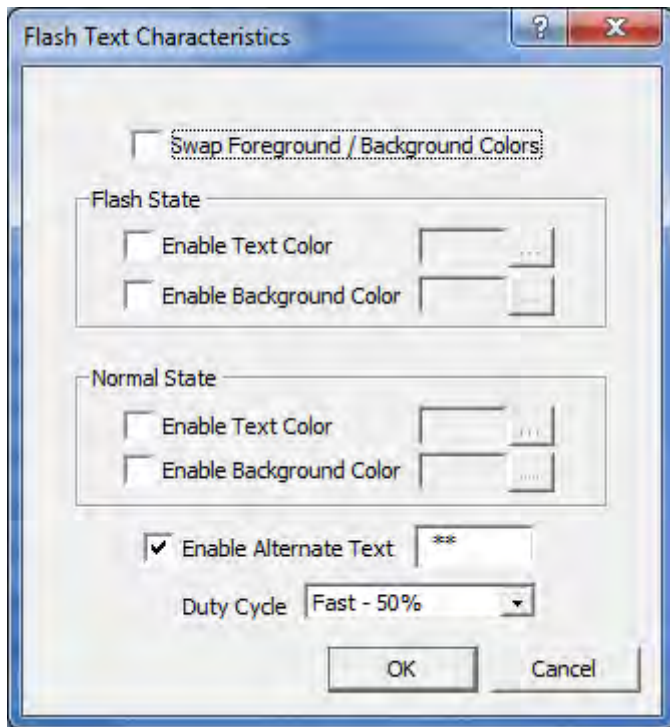


FIGURE 27. Flash Text Characteristics Window

### Swap Foreground / Background Colors Check Box

The **Swap Foreground / Background Colors** check box indicates the foreground color swaps with the background color creating a blinking effect on the keypad display.

### Flash State Group Box

The **Flash State** group box is used to assign text and background colors used when a tally state is flashing.

#### Enable Text Color Check Box

The **Enable Text Color** check box enables the Selected Color cell and Browse button. This means you can modify the color of the Text displayed.

#### Selected Color Cell and Ellipsis Button

The **Selected Color** cell displays the currently selected color of the text.

The **Ellipsis** button opens the Select Color window where you can assign a different color to the text.

#### Enable Background Color Check Box

The **Enable Background Color** check box enables the Selected Color cell and Browse button. This means you can modify the color of the Background displayed.

---

***Selected Color Cell and Ellipsis Button***

The **Selected Color** cell displays the currently selected color of the background.

The **Ellipsis** button opens the Select Color window where you can assign a different color to the background.

---

**Normal State Group Box**

---

The **Normal State** group box is used when the tally is active and is not in the flash state. If there is no tally active, then the colors are whatever is defined for the assignment in the intercom.

***Enable Text Color Check Box***

The **Enable Text Color** check box enables the Selected Color cell and Browse button. This means you can modify the color of the Text displayed.

***Selected Color Cell and Ellipsis Button***

The **Selected Color** cell displays the currently selected color of the text.

The **Ellipsis** button opens the Select Color window where you can assign a different color to the text.

***Enable Background Color Check Box***

The **Enable Background Color** check box enables the Selected Color cell and Browse button. This means you can modify the color of the Background displayed.

***Selected Color Cell and Ellipsis Button***

The **Selected Color** cell displays the currently selected color of the background.

The **Ellipsis** button opens the Select Color window where you can assign a different color to the background.

**Enable Alternate Text Check Box and Entry Field**

The **Enable Alternate Text** check box and entry field is used to enter alternate text or characters that appears intermittently with the existing tally text.

This field can contain up to four (4) characters.



## Duty Cycle Drop Down Menu

The **Duty Cycle** drop down menu is used to select the rate the tally flashes.

Available options for this menu are:

<i>On Solid</i>	There is no flash
<i>Slow 25%</i>	The alternate text appears for 25% of the flash period (1/4 of a second), while the normal mode appears for 75% of the flash period (3/4 of a second)
<i>Slow 50%</i>	The flash and normal mode appear for 50% of the flash period (1/2 second each)
<i>Fast 50%</i>	The flash and the normal mode appear for 50% of the flash period in alternating pattern (1/4 second flash, 1/4 second normal mode, 1/4 second flash, 1/4 second normal mode)
<i>Fast 75%</i>	The flash appears for 75% (3/4 second), while the existing text appears for 25% (1/4 of a second) of the flash period.

**NOTE:** The flash period is one second.

## OK Button

The **OK** button is used to accept/apply the changes and close the window.

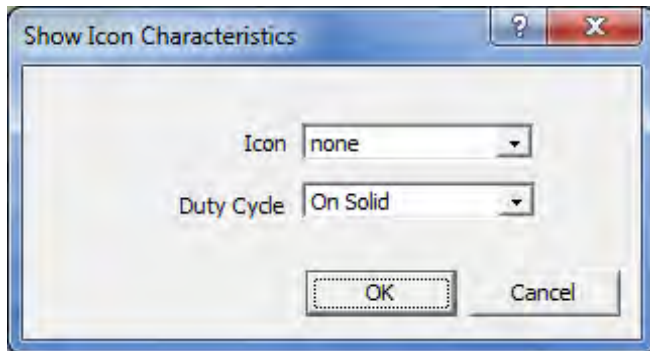
## Cancel Button

The **Cancel** button is used to reject the changes and close the window.

---

## Show Icon Characteristics Window

The **Show Icon Characteristics** window is used to configure which icon to display during a tally event and the rate at which it flashes during the event.



**FIGURE 28.** Show Icon Characteristic Window

## Icon Drop Down Menu

The **Icon** drop down menu is used to select the icon you desire. See “These icons are the default icons sent with the keypanel. These icons can be used for any purpose. Not all the icons are used as defaults. The descriptions in Table 7 are just suggested uses.” on page 90



## Duty Cycle Drop Down Menu

The **Duty Cycle** drop down menu is used to select the rate the icon flashes.

Available options for this menu are:

<i>On Solid</i>	There is no flash
<i>Slow 25%</i>	The alternate text appears for 25% of the flash period (1/4 of a second), while the normal mode appears for 75% of the flash period (3/4 of a second)
<i>Slow 50%</i>	The flash and normal mode appear for 50% of the flash period (1/2 second each)
<i>Fast 50%</i>	The flash and the normal mode appear for 50% of the flash period in alternating pattern (1/4 second flash, 1/4 second normal mode, 1/4 second flash, 1/4 second normal mode)
<i>Fast 75%</i>	The flash appears for 75% (3/4 second), while the existing text appears for 25% (1/4 of a second) of the flash period
<i>Animate</i>	4-frame animation, each frame displays for 25% of the flash period.

**NOTE:** The flash period is one second.

## OK Button

The **OK** button is used to accept/apply the changes and close the window.

## Cancel Button

The **Cancel** button is used to reject the changes and close the window.

## Enhanced Tally Icons

**Enhanced Tally Icons**, shown in Table 7, are used to visually alert keypanel users of different events occurring on the keypanel and in the Matrix system. The keypanel ships with these icons built-in by default. However, you can download new icons to the panel using AZedit.

**NOTE:** These icons are the default icons sent with the keypanel. These icons can be used for any purpose. Not all the icons are used as defaults. The descriptions in Table 7 are just suggested uses.

**TABLE 7.** Tally Icon Descriptions























Icon	Icon Name	Description
	Target	Incoming Call (animation supported) – A call is coming into the keypanel and the animation toggles the target every half second. Extended Call (animation not supported)– The extended call tally is generated when the key is on for a predetermined amount of time. In English intercoms, five (5) seconds pass before the tally begins, while in Japanese intercoms, two (2) seconds must pass
	Red Star	Trunk In-Use (animation not supported) Trunk Busy (animation supported) – The trunk is busy. The animation toggles the star on/off every quarter of a second.
	Black Star	IFB/ISO In Use (animation not supported) IFB/ISO Busy (animated) - The IFB/ISO is busy. The animation rotates the star on/off every quarter of a second.
	Orange Wave	PL In-Use (animation not supported)
	Gray Gear	General In-Use (animation not supported) - Used in Japanese intercoms. This tally is used to show when other keypanels are doing an action on the keypanel. In a Japanese intercom, if your panel is in-use (i.e., you turn on a talk key to anybody), and I have your assignment on my keypanel, the assignment on my keypanel displays the General In-Use tally, even though we are not talking to each other.
	Red Phone	TIF Ringing (animation supported) - The handset vibrates in the animation.
	Yellow Phone	TIF Offhook (animation supported) - The TIF key is active. The phone slow flashes every half second.
	Exclamation	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Heart	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Question	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Flag	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Person	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Link	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Car	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Lightening Bolt	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.

TABLE 7. Tally Icon Descriptions

Icon	Icon Name	Description
	House	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Handset	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Lock	Available for UPL Tally (animation not supported)
	Speaker	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Play	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Message	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.
	Red Circle	Available for UPL Tally (animation supported) - The animation is a slow flash every half second.

---

## Panel Tally

**Panel Tally** is used to notify a keypanel user of an event not specifically belonging to a key; for example, a blinking icon appears when a newscast is on air. Panel tallies are controlled through the use of UPL statements. Multiple UPL statements can be configured, but only one (1) icon displays at a time. Lower numbered icons take priority.

**NOTE:** The keypanel ships with these icons built-in by default. However, you can download new icons to the panel using AZedit.

Available panel tally icons are:

### Suggested Use



Alarm, Appointment, Event



Alarm, Chime, Notify



Target, Incoming



Appointment, Event



On-Air, Live



Error



Warning



Positive, Notify

### Suggested Use



Favorite



Information



Negative



On Air



Warning, Alarm, Alert



Sports



Alarm, Chime, Notify



Good, Affirmative

## Create and Download New Icons

**IMPORTANT:** AZedit 5.2.0 and later include the panel and key icon files.

### Key Overlay Icons

An **Overlay Icon** is an icon that lies on top of a key in the keypanel display screen of the keypanel. There are 32 icons shipped with the keypanel and supported. However, you can create your own icons.

A single icon is 16 x 16 pixels. AZedit uses bitmaps rather than icon (.ico) files. This is so users can use the system tool Paint to create their icons, instead of a specialized icon editor. 32 icons are supported for key overlays, so the bitmap must be 512 pixels wide (16 pixels x 32 icons). Animation of icons is also supported (4 frames), so the bitmap is 64 pixels tall (16 pixel icons x 4 rows of icons), where each column of icons contains four (4) images for animation of the icon, and each row of icons represent stage 1–4 of the animation for each icon. Figure 29, shows a 512x64 pixel bitmap (a table of 32x4 icons).

**IMPORTANT:** The following icons are built into the panel. The file is shipped with AZedit so it can be easily copied and modified by the user to create their own icons.

By downloading you own icons, you are replacing the ones built into the keypanel. Retain a copy of the icons shipped with AZedit, in case you want to reuse the default icons.



**FIGURE 29.** 512 x 64 pixel bitmap of key overlay icons

AZedit accepts a bitmap of narrower width (as long as it is a multiple of 16). This is done by extending the bitmap to 512 pixels by adding white space horizontally. Vertically, the bitmap needs to be 16 pixels high, and then repeat the image 3 more times to make it 64 pixels high. Repeating the icon four times, indicates there is no animation. You can also create a bitmap 32 pixels high (two (2) frames per icon) and repeat the image once to make 64 pixels high (so there would be two frames of animation repeated).

## Panel Icons

For **Panel Icons**, the icons are 32x32 pixels. 16 panel icons are supported, as well as 4-frame animation, so the bitmap must be 512x128, producing a table of 16x4 icons (each icon 32x32 pixels), see Figure 30. Like key icons, AZedit accepts a narrower image (as long as it is a multiple of 32) and uses white space to fill in the missing pixels. Shorter images are supported (as long as the image is either 32 or 64 pixels tall) and are replicated (3 times, or once) to get an image measuring 128 pixels tall.

---

**IMPORTANT:** The following icons are built into the panel. The file is shipped with AZedit so it can be easily copied and modified by the user to create their own icons.

By downloading you own icons, you are replacing the ones built into the keypad. Retain a copy of the icons shipped with AZedit, in case you want to reuse the default icons

---

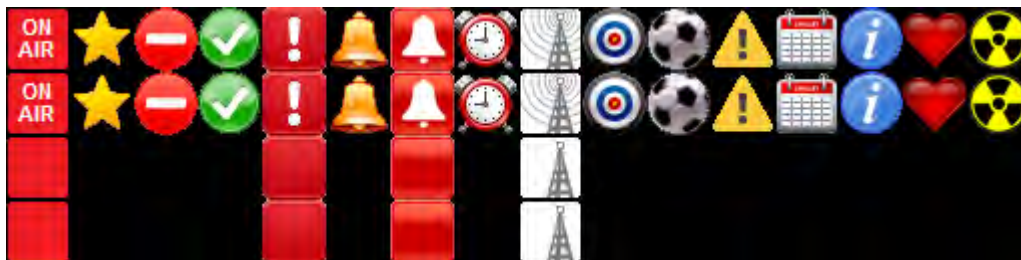


FIGURE 30. 512 x 128 pixel bitmap of panel icons

## Keypanel Mirroring (Control Package Only)

**Keypanel Mirroring** allows a licensed KP-5032/4016 keypanel (licensed as a supervisor) to take control of a target keypanel. All KP-Series keypanels can be the target of mirroring, whereas only licensed keypanels can be the supervisor of a target keypanel. By default, Keypanel Mirroring is disabled. You must enable a panel to be a mirror supervisor in AZedit. This allows any licensed keypanel to initiate a mirroring operation on a local target.

---

**IMPORTANT:** Mirroring is not supported across trunks

---

Keypanel Mirroring operates in real-time, meaning when a supervisor keypanel initiates a mirroring operation almost all aspects of the target keypanel functionality are accessible. Once the configuration file is transferred from the target to the supervisor keypanel, the supervisor keypanel looks and behaves like the target. Turning keys on/off, adjusting key volumes or panel volumes on either the target or supervisor keypanel is seen immediately on the other keypanel.

**NOTE:** If a KP-5032 mirrors a KP-4016 or a DKP-4016, it does not take on the 1RU or desktop aspects.



On the target keypanel, the keypad is locked out, preventing the target keypanel from entering the menu. Any changes to the configuration made by the supervisor keypanel are immediately transferred to the target keypanel.

---

**IMPORTANT:** The Supervisor keypanel can change settings for features the Target is licensed for, even if the Supervisor is not licensed. Compression ratios, additional noise gate settings, and the 5-band equalizer settings are all available in the Supervisor (even if it is not licensed for these features) as long as the Target panel is licensed for them. For example, if the target keypanel supports a 5-band EQ and the supervisor keypanel does not, the supervisor keypanel is able to change the EQ settings.

---

In AZedit, if a keypanel is a mirror Supervisor or Target, an icon is shown in the Port Status area in the Keypanel View.

	Supervisor icon	The Supervisor icon signifies the keypanel is mirroring another keypanel and can make changes to the other keypanel, known as a Target. For more information, see “Service Menu, Mirror (Control Package Only)” on page 242.
	Target icon	The Target icon signifies the keypanel is being mirrored by another keypanel, known as a Supervisor. This keypanel is being remotely controlled by the Supervisor. For more information, see “Service Menu, Mirror (Control Package Only)” on page 242.
****These icons appear on the keypanels involved in the mirror operation.		

---

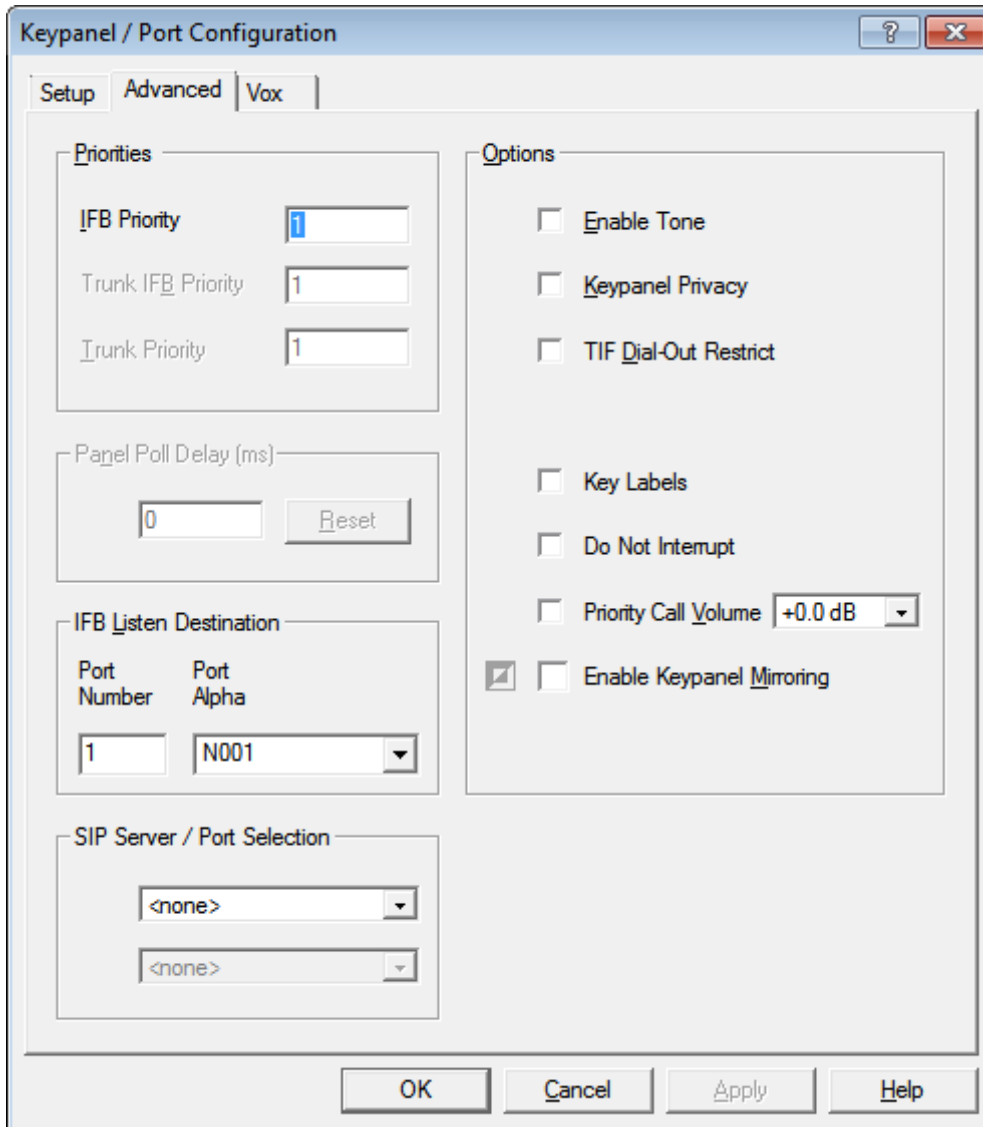
**IMPORTANT:** If you make changes, including real time changes, to a Target Keypanel using AZedit, those changes are also seen on the Supervisor Keypanel. However, if you make changes, including real-time changes, to a Supervisor Keypanel using AZedit, those changes are made to the Supervisor’s saved configuration, but are not implemented until the Supervisor Keypanel exits Mirroring and returns to normal operation.

---

To **disable mirroring on a keypanel**, do the following:

1. In AZedit, click the **Edit button**. 

*The Keypanel/Port Configuration window appears.*



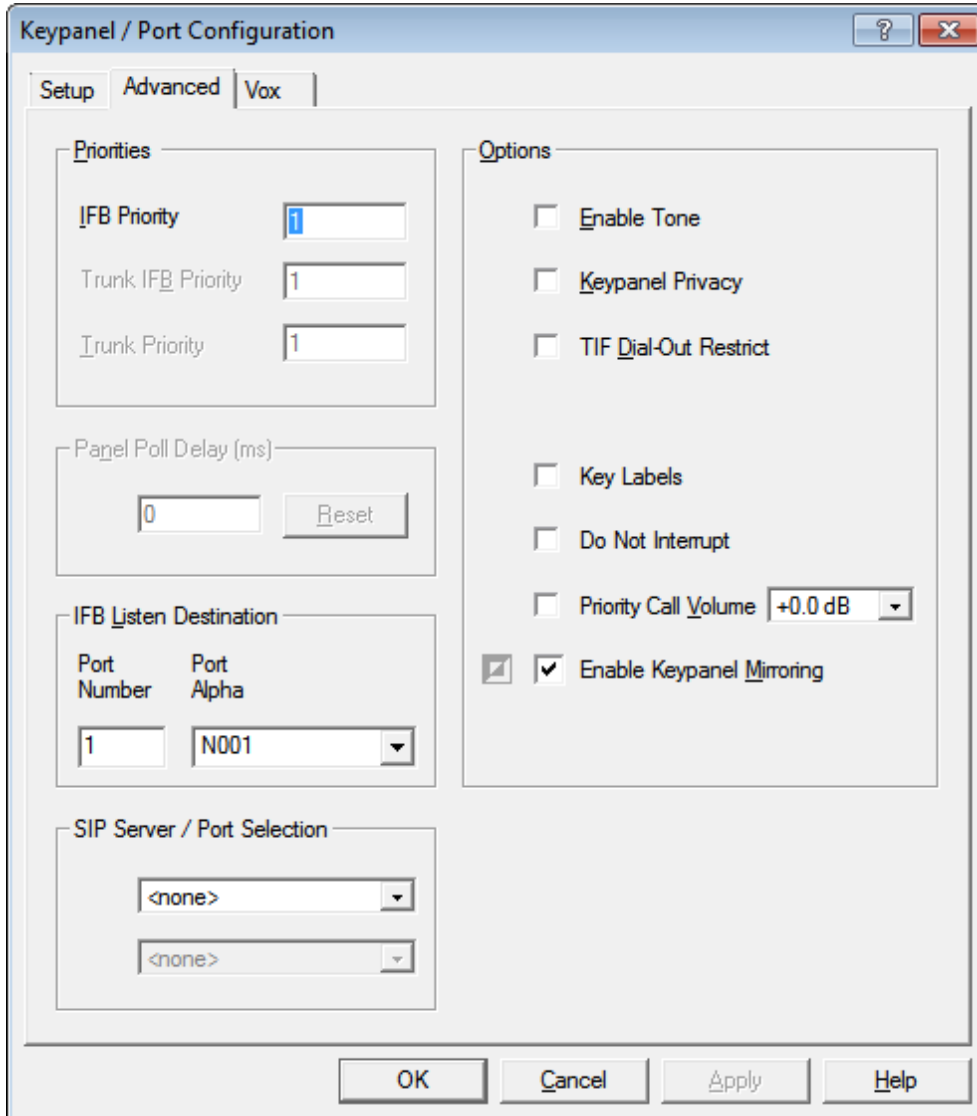
The image shows the 'Keypanel / Port Configuration' window with the 'Advanced' tab selected. The window contains several sections: 'Priorities' with input fields for 'IFB Priority' (1), 'Trunk IFB Priority' (1), and 'Trunk Priority' (1); 'Panel Poll Delay (ms)' with a text box (0) and a 'Reset' button; 'IFB Listen Destination' with 'Port Number' (1) and 'Port Alpha' (N001) dropdowns; and 'SIP Server / Port Selection' with two dropdowns both set to '<none>'. The 'Options' section on the right includes checkboxes for 'Enable Tone', 'Keypanel Privacy', 'TIF Dial-Out Restrict', 'Key Labels', 'Do Not Interrupt', 'Priority Call Volume' (set to +0.0 dB), and 'Enable Keypanel Mirroring' (which is checked with a small square icon). At the bottom are 'OK', 'Cancel', 'Apply', and 'Help' buttons.

2. Click the **Advanced Tab**.
3. Clear the **Enable Keypanel Mirroring** check box.
4. Send the **changes** to the intercom.



To **enable mirroring on a keypanel**, do the following:

1. In AZedit, click the **Edit button**.   
*The Keypanel/Port Configuration window appears.*



The image shows the 'Keypanel / Port Configuration' window with the 'Advanced' tab selected. The window is divided into two main sections: 'Priorities' and 'Options'. The 'Priorities' section contains three input fields: 'IFB Priority' (set to 1), 'Trunk IFB Priority' (set to 1), and 'Trunk Priority' (set to 1). Below these is a 'Panel Poll Delay (ms)' section with a text box set to 0 and a 'Reset' button. The 'IFB Listen Destination' section has two dropdown menus: 'Port Number' (set to 1) and 'Port Alpha' (set to N001). The 'SIP Server / Port Selection' section has two dropdown menus, both set to '<none>'. The 'Options' section contains several checkboxes: 'Enable Tone' (unchecked), 'Keypanel Privacy' (unchecked), 'TIF Dial-Out Restrict' (unchecked), 'Key Labels' (unchecked), 'Do Not Interrupt' (unchecked), 'Priority Call Volume' (set to +0.0 dB), and 'Enable Keypanel Mirroring' (checked). At the bottom of the window are buttons for 'OK', 'Cancel', 'Apply', and 'Help'.

2. Click the **Advanced Tab**.
3. Select the **Enable Keypanel Mirroring** check box.
4. Send **changes** to the intercom.

To **take control of a target keypanel**, do the following:

---

**IMPORTANT:** When you enter the Mirror menu looking for a target panel to Mirror, you can only see panels that are locally scroll enabled (ie. if they aren't in your scroll list, you won't be able to mirror them).

---

1. On the keypanel, starting at the Service menu, select **Mirror**.
2. Press the **SEL button**.  
*A list of available target keypanels appear in the panel display.*
3. Using the arrow buttons, scroll to the **target keypanel**.
4. Press the **SEL button**.  
*The Supervisor keypanel updates and displays the target keypanel's image.*

To **exit Mirror mode on the keypanel**, do the following:

1. On the keypanel, starting at the Service menu, select **Mirror**.
2. Press the **SEL button**.  
*The alpha of the target and Exit appear in the panel display.*
3. Using the arrow buttons or Aux Volume shaft encoder, select **Exit**.
4. Press the **SEL button**.  
*The mirroring target and supervisor icons disappear and keypanels go back to normal operation.*

---

## *Real-Time Control in AZedit (Control Package Only)*

**Real-Time Control** allows you to make real-time (immediately applied) changes to intercom and keypanel volume controls as well as muting keypanel microphones, switching headset focus, setting AFK, and enabling tone at selected keypanel ports.

### **Intercom Volume Controls**

**Intercom Volume Controls** are used to adjust Crosspoint Listen, Party Line Listen, Port Input Gain, and Port Output Gain. Adjustments to these different volumes can be done in real-time or modified and sent to the intercom at a later time.

There are two (2) ways to adjust the intercom volume controls;

- via the Port Volumes window
- opening the individual gain adjustment screens

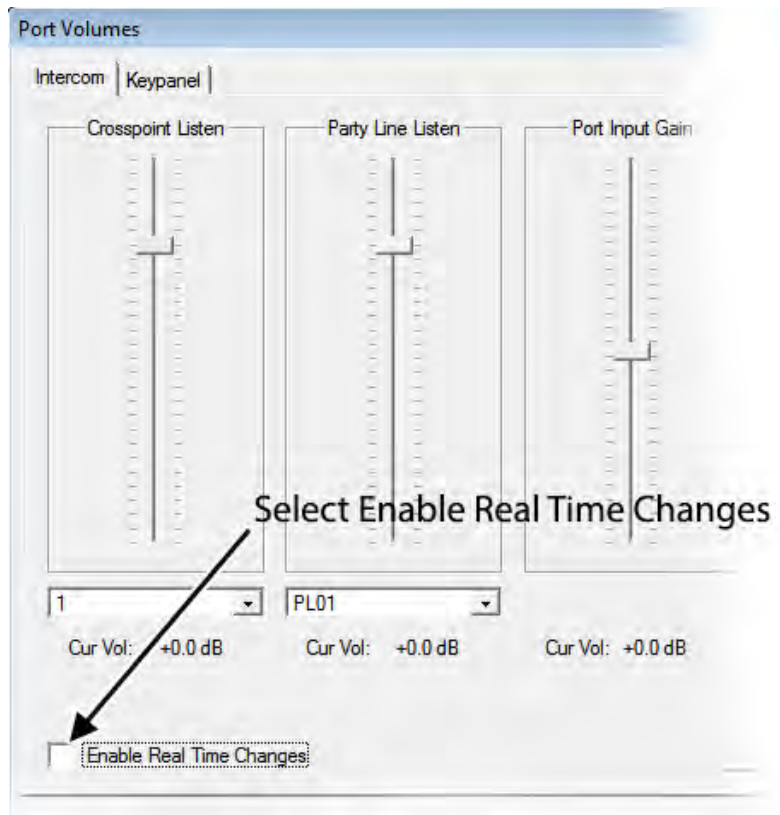
By default, intercom volumes are set at +0.0dB.

The range for Crosspoint Listen and Party Line Listen is *Mute, -80dB to +6dB*.

The range for the Port Input Gain and the Port Output Gain is *-20dB to +20dB*.

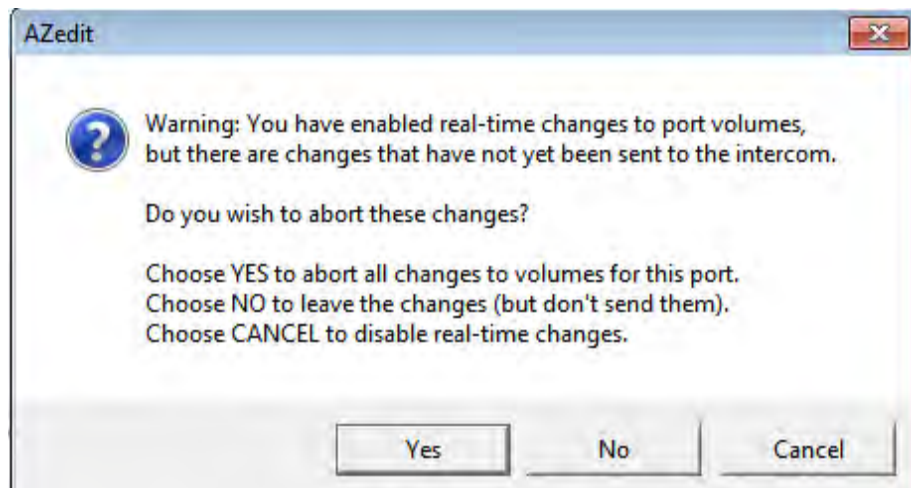
To **enable real-time intercom volume adjustments**, do the following:

1. On the KP/Ports screen, click the **Port Volumes icon**.  
*The Port Volumes window appears.*  
OR  
Right-click in the **keypanel key** field and select **Change Volume**.  
*The Port Volumes window appears.*



2. In the lower left-hand corner of the window, select the **Enable Real Time Changes** check box.  
*The Intercom is real-time enabled.*

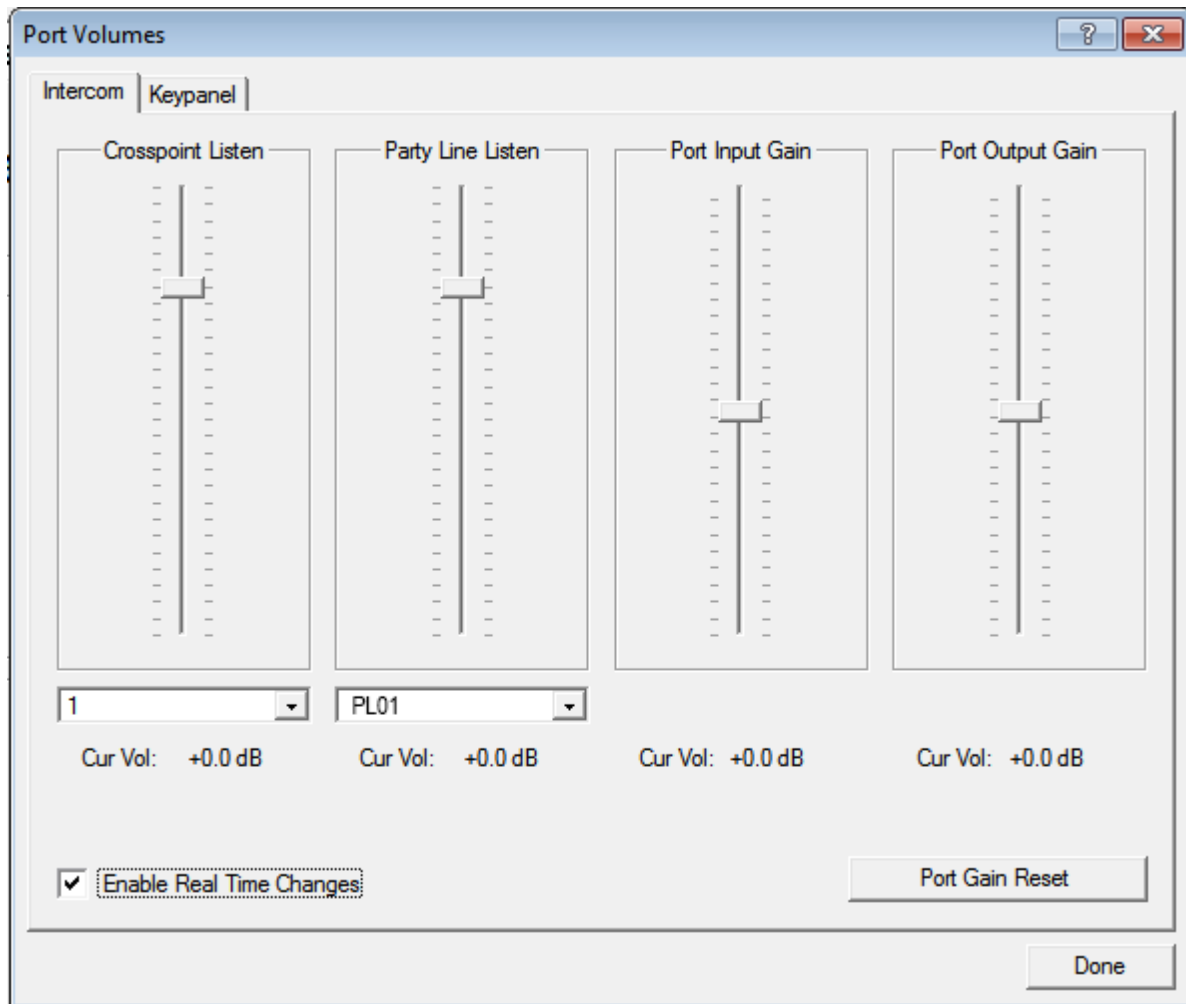
- IMPORTANT:** When changes have been made to the intercom volumes but have not been sent to the intercom and the Enable Real Time Changes check box is selected, a warning message appears (Figure 31).
- Click Yes to abort all changes to volumes for this port.
  - Click No to leave the changes (but don't send them).
  - Click Cancel to disable real-time changes.



**FIGURE 31.** Real Time Warning Message

To **adjust the intercom volumes via the Port Volumes window**, do the following:

1. On the KP/Ports screen, click the **Port Volumes icon**.  
*The Port Volumes window appears.*  
OR  
Right-click in the **keypanel key** field and select **Change Volume**.  
*The Port Volumes window appears.*



2. Verify the **Intercom page** is selected.
3. In the combo box drop down menu, select the **alpha** you want to adjust (i.e., *I*).
4. From the combo box drop down menu, select the **party line** you want to adjust (i.e., *PL01*).
5. Using the volume sliders, make **adjustments to the volume gain**.

**NOTE:** If Real-Time is not enabled, send the changes to the intercom.

## Keypanel Volume Controls

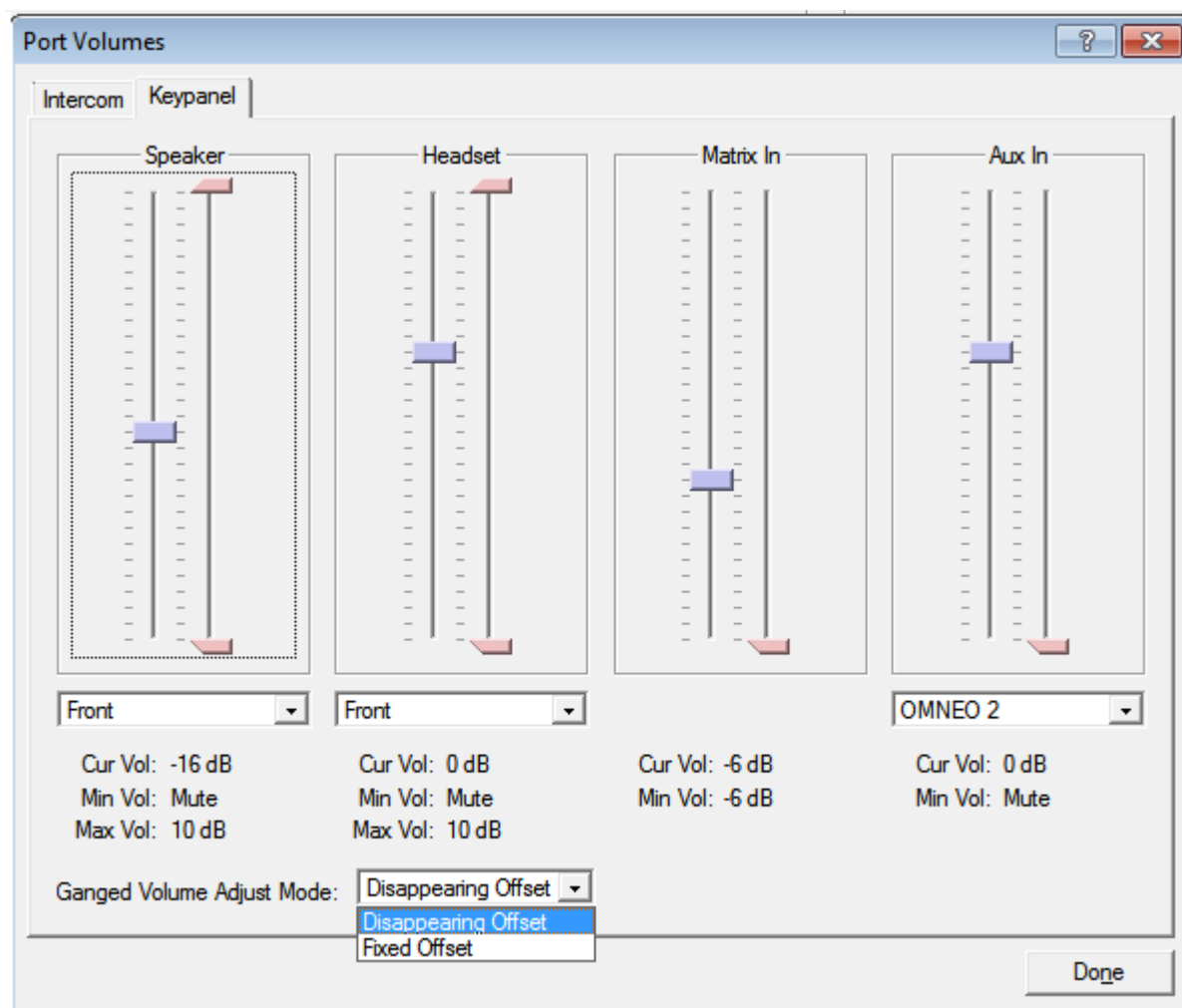
**Keypanel Volume Controls** are used to modify volumes on keypanels without physically going to the keypanel to do so. Unlike Intercom Volume Controls, Keypanel Volume Controls are always changed in real-time. However, the real-time controls are only enabled if the keypanel supports it (licensed). Adjustable keypanel volumes include Speaker (minimum and maximum), Headset (minimum and maximum), Matrix In minimum, and Aux In minimum.

By default keypanel volumes are +0.0dB.

The range for Speaker, Headset, Matrix In, and Aux In volumes is: *Mute*, -48dB to +10dB.

To **adjust keypanel volumes**, do the following:

1. On the KP/Ports screen, click the **Port Volumes icon**.  
*The Port Volumes window appears.*  
 OR  
 Right-click in the keypanel key and select **Change Volume**.  
*The Port Volumes window appears.*



**NOTE:** When using ganged volumes, four (4) sliders appear in both the Speaker and Headset group boxes. See Figure 32. For more information on Ganged Volumes, see “Audio Options Menu, Ganged Vols” on page 197.

2. From the drop down menu under Speaker, select **Front** or **Rear**.  
OR  
From the drop down menu under Headset, select **Front** or **Rear**.  
OR  
From the drop down menu under Aux In, select **OMNEO 1 -8** or **Aux 1-2**.

**IMPORTANT:** OMNEO 1 can be an Aux channel if the keypanel is connected to the intercom via AIO.

3. From the Ganged Volume Adjust Mode drop down menu, select **Disappearing Offset** or **Fixed Offset**.
4. Using the volume sliders, adjust the **keypanel volume**.

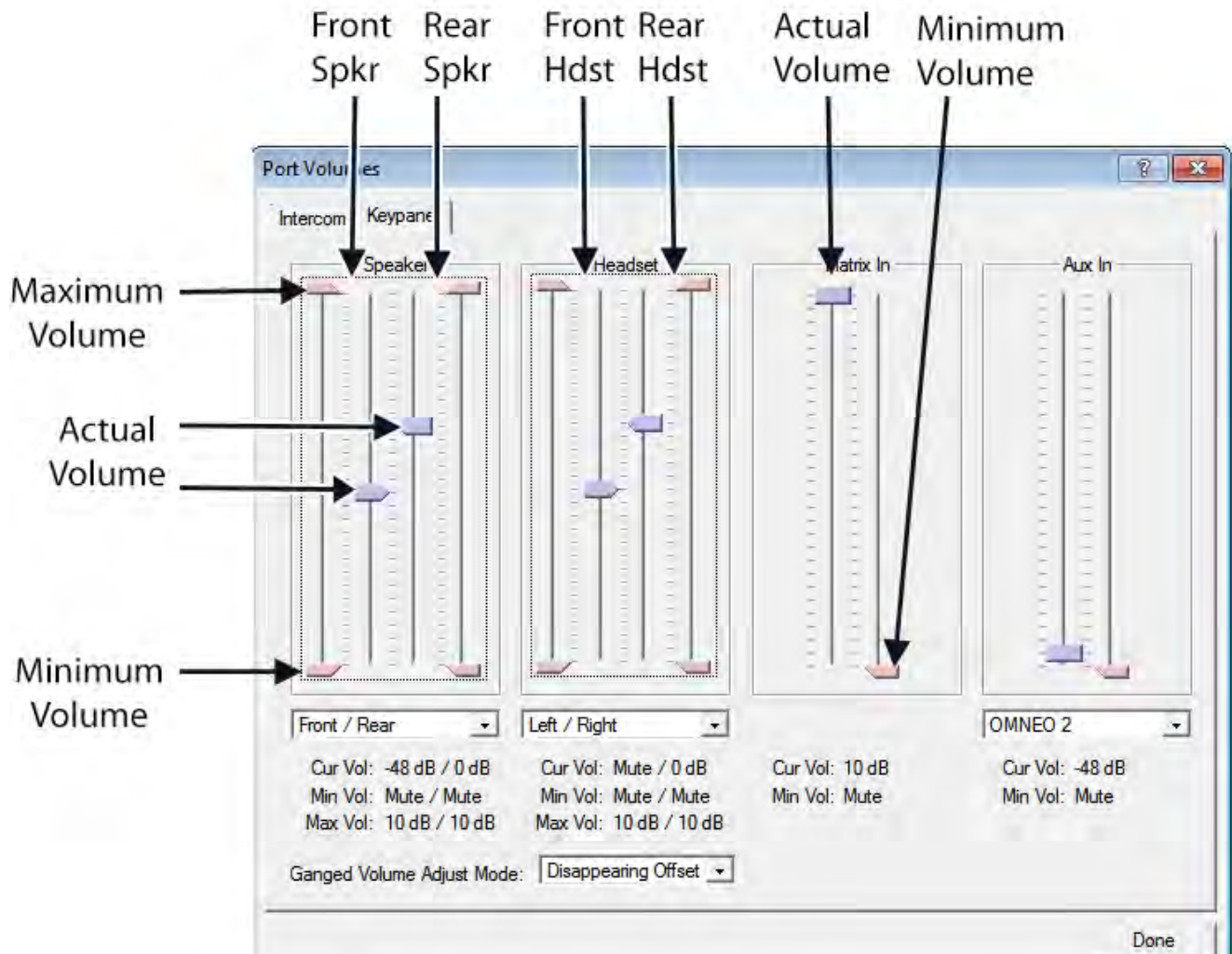


FIGURE 32. When Ganged Volumes are Configured

## Mic Mute

**Mic Mute** is used to remotely enable or disable a selected keypanel (port) microphone from AZedit. This feature requires the Control Package license.

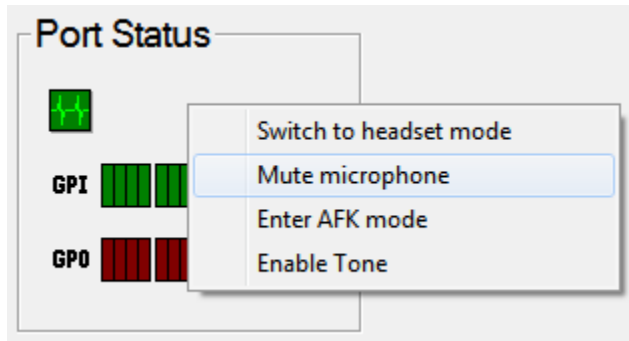
---

**IMPORTANT:** When the Mic is muted, the mic mute icon flashes on the keypanel.  
When Tone is enabled, the mic mute icon is static on the keypanel.

---

To **mute a microphone from AZedit**, do the following:

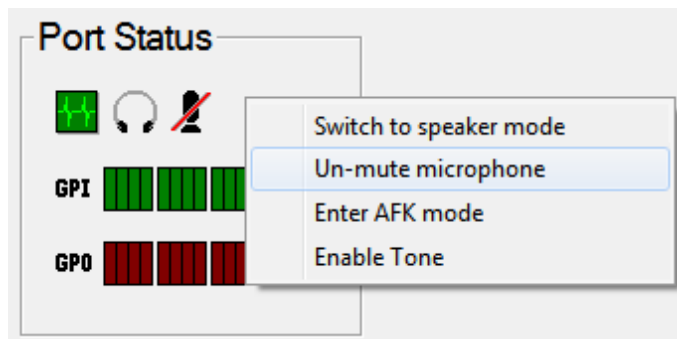
1. From the Port/Alpha group box, select the **port/alpha** of the microphone which you want to mute.
2. Right-click in the **Port Status** group box.  
*A pop-up menu appears.*



3. From the pop-up menu, select **Mute Microphone**.  
*A muted mic icon appears in the Port Status group box and a flashing Mic Mute icon appears in the keypanel display screen.*

To **unmute a microphone that is muted from AZedit**, do the following:

1. From the Port/Alpha group box, select the **port/alpha** of the microphone you want to un-mute.
2. Right-click in the **Port Status** group box.  
*A pop-up menu appears.*



3. From the pop-up menu, select **Un-mute Microphone**.  
*The muted mic icon disappears in the Port Status group box and the flashing Mic Mute icon stops flashing in the keypanel display screen.*

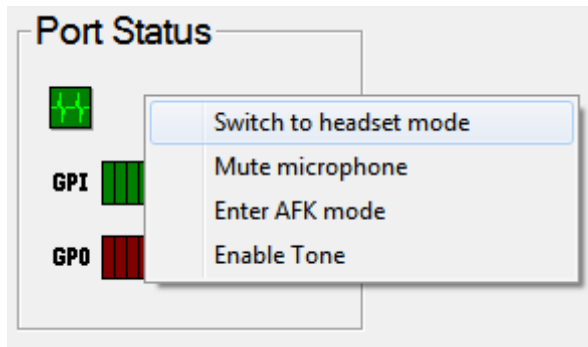


## Headset Transfer

**Headset Transfer** is used to switch between headset and speaker on a selected keypanel/port remotely from AZedit. This feature requires the Control Package license.

To **switch to headset mode on the keypanel from AZedit**, do the following:

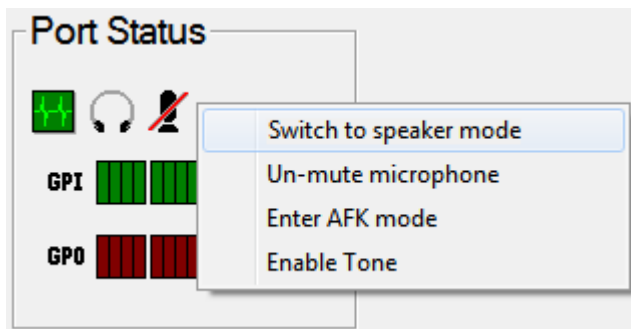
1. From the Port/Alpha group box, select the **keypanel port/alpha** of the keypanel you want to switch to headset mode.
2. Right-click in the **Port Status** group box.  
*A pop-up menu appears.*



3. From the pop-up menu, select **Switch to headset mode**.  
*A headset icon appears in the Port Status group box and appears in the keypanel display screen. The keypanel is in headset mode.*

To **switch to speaker mode on the keypanel from AZedit**, do the following:

1. From the Port/Alpha group box, select the **port/alpha** of the keypanel you want to switch to speaker mode.
2. Right-click in the **Port Status** group box.  
*A pop-up menu appears.*



3. From the pop-up menu, select **Switch to speaker mode**.  
*The headset icon disappears and the speaker icon appears in the Port Status group box and appears in the keypanel display screen. The keypanel is in speaker mode.*

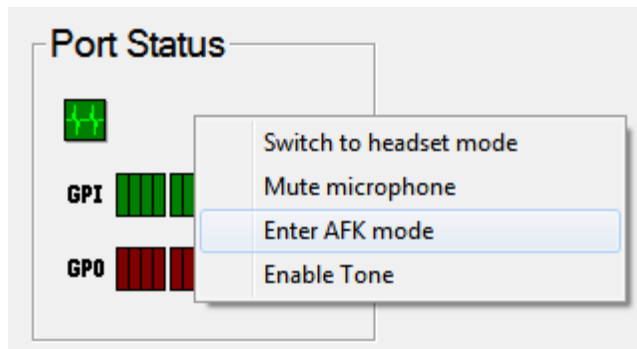
## AFK Mode

**AFK Mode** is used to enable and disable **AFK** (Away From Keypanel) on a keypanel/port remotely from AZedit. This feature requires the Control Package license.

For more information on AFK, see “Voice Messaging (Audio Package Only)” on page 67.

To **enter AFK mode on a keypanel remotely from AZedit**, do the following:

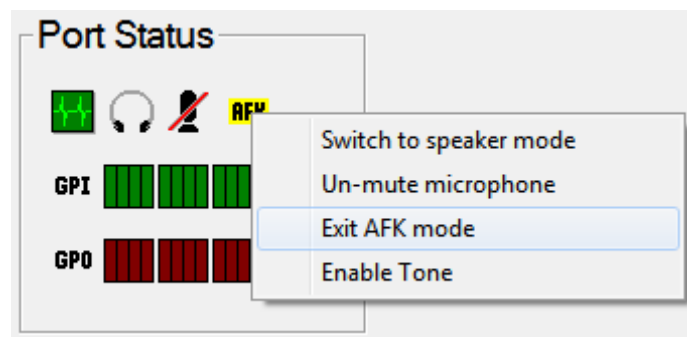
1. From the Port/Alpha group box, select the **keypanel port/alpha** you want to enable AFK.
2. Right-click in the **Port Status** group box.  
*A pop-up menu appears.*



3. From the pop-up menu, select **Enter AFK mode**.  
*The AFK icon in the Port Status group box and in the keypanel display screen.*

To **exit AFK mode on a keypanel remotely from AZedit**, do the following:

1. From the Port/Alpha group box, select the **keypanel port/alpha** you want to exit AFK mode.
2. Right-click in the **Port Status** group box.  
*A pop-up menu appears.*



3. From the pop-up menu, select **Exit AFK mode**.  
*The AFK icon disappears from the Port Status group box and from the keypanel display screen.*

## Enable Tone

**Enable Tone** is used to enable and disable the tone generator on the selected keypanel/port from AZedit. This feature requires the Control Package license

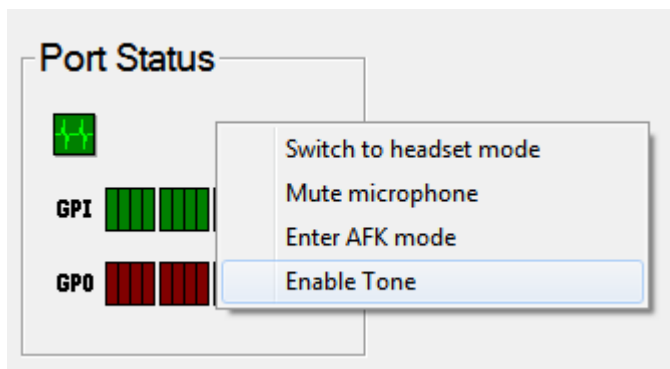
---

**IMPORTANT:** When Tone is enabled, the mic mute icon is static on the keypanel.  
When the Mic is muted, the mic mute icon flashes on the keypanel.

---

To **enable tone on the keypanel remotely from AZedit**, do the following:

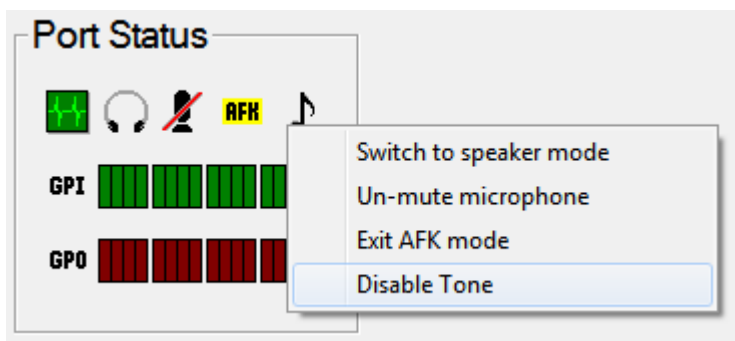
1. From the Port/Alpha group box, select the **port/alpha** you want to enable tone.
2. Right-click in the **Port Status** group box.  
*A pop-up menu appears.*



3. From the pop-up menu, select **Enable Tone**.  
*An enable tone icon appears in the Port Status group box and appears in the keypanel display screen. The keypanel sends a tone to the intercom.*

To **disable tone on the keypanel remotely from AZedit**, do the following:

1. From the Port/Alpha group box, select the **port/alpha** you want to disable tone.
2. Right-click in the **Port Status** group box.  
*A pop-up menu appears.*



3. From the pop-up menu, select **Disable Tone**.  
*The enable tone icon disappears from the Port Status group box and disappears from the keypanel display screen.*

## Keypanel Configuration (Control Package Only)

The **Keypanel Configuration** window gives you the ability to upload a keypanel's configuration file to AZedit, make changes to the configuration, save the configuration, and send it back to the keypanel.

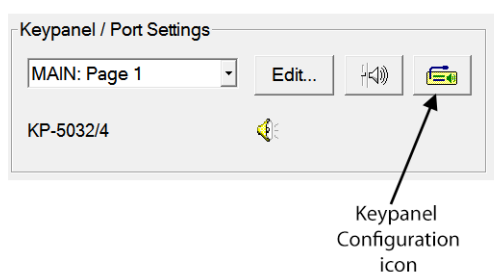
You can also send one configuration file to multiple keypanels from AZedit.

### Upload a Configuration File from a Keypanel

**Uploading** a configuration file from a keypanel can be used to modify an existing keypanel configuration file and/or save it.

To **upload a keypanel's configuration file to AZedit**, do the following:

1. From the Port Alpha group box, enter the **port number**.  
OR  
From the Alpha drop down menu, select the **Alpha** of the keypanel/port you want to configure.
2. Click the **Keypanel Configuration icon**.



*The Keypanel Configuration window appears.*

3. Make **modifications to the configuration file**.
4. Click **Apply** to apply the modifications to the keypanel

### Load Button

The **Load** button is used to import or merge a saved configuration file on top of the settings you are viewing. the Miscellaneous|Keypanel Configuration menu item allows you to Open a saved configuration file and edit it, which is different from a Load.

<b>OPEN</b>	Opens a saved file, which can be modified and re-saved, but not Applied
<b>LOAD</b>	Opens an existing configuration file (which can either be opened or uploaded) and then overlays/ merges the contents of a dialog with the contents of the file. It marks everything in the file as changed, but only loads items from that file that were already in the configuration being edited. You can make more changes to the file, save to file, or (if the settings were uploaded) you can Apply them to the keypanel (download to the keypanel)

To **load a configuration file to AZedit**, do the following:

1. From the System menu, select **Miscellaneous|Keypanel Configuration**.  
*A network folder appears.*
2. Navigate to and select the **keypanel configuration file (.kpc file)** you want to load into AZedit.
3. Click **Open**.  
*The Keypanel Configuration window appears.*
4. Make the **necessary modifications** to the file.
5. Click the **Save All** or **Save Changes**.

### ***Save All Button***

The **Save All** button is used to save the entire configuration file.

To **perform a save all**, do the following

1. Make **modifications to the configuration file**, as desired.
2. Click the **Save All button**.  
*The Save Keypanel Configuration window appears.*
3. Enter a **unique file name** and make note of where its saved on the network.
4. Click **OK**.  
*The configuration file is saved.*

### ***Save Changes Button***

The **Save Changes** button is used to save only modifications in the configuration file.

1. Make **modifications to the configuration file**, as desired.
2. Click the **Save Changes button**.  
*The Save Keypanel Configuration window appears.*
3. Enter a **unique file name** and make note of where its saved on the network.
4. Click **OK**.  
*The changes are saved.*

### ***Apply Button***

The **Apply** button is used to download modifications made to the keypanel configuration directly to the keypanel. The Apply button is only active if you uploaded the current configuration from a keypanel. If you opened a configuration file using the System|Miscellaneous menu, the Apply button is disabled.

---

**IMPORTANT:** Applying changes to a keypanel configuration causes the keypanel to do a Save Config, storing the settings locally.

---

To **apply changes to the keypanel**, do the following:

1. Make **modifications to the configuration file**, as desired.
2. Click the **Apply button**.  
*The modifications are sent directly to the keypanel.*

### ***Download a Configuration File to Multiple Keypanels***

---

**IMPORTANT:** Downloading a configuration causes the keypanel to do a Save Config, storing the settings locally.

---

To **download a configuration file to one or more keypanels**, do the following:

1. From the Status menu, select **Port**.  
*The Port Status screen appears.*  
OR  
From the Status menu, select **Software Versions|Keypanels**.  
*The Keypanel Version Information screen appears.*
2. Select the **port(s)** or **keypanel(s)** you want to download the configuration file to.
3. Right-click the selected **port(s)** or **keypanel(s)**.  
*A popup menu appears.*

4. From the popup menu, select **Download Keypanel Configuration...** .  
*A network folder appears.*
5. Navigate to where the **keypanel configuration file is kept.**
6. Select the **file** and click **Open.**  
*The Download Keypanel Configuration window appears.*
7. Click **Begin Download.**

## Panel Options Page.

**Keypanel Configuration**

Panel Options | Display | Key Options | Audio Options | Audio Levels | Advanced | Filters

**LCP Encoder Assignments**

Encoder	Panel
1	None
2	None
3	None
4	None
5	None
6	None
7	None
8	None
9	None
10	None
11	None
12	None
13	None
14	None
15	None
16	None

**Panel Swap**

Number of Virtual EKP's: 0

☐ Retain Key State

Action For Each Trigger Type

Trigger	Action
GPI In Opto1	Unassigned
GPI In Opto2	Unassigned
GPI Out Relay1	Unassigned
GPI Out Relay2	Unassigned
Keypad FWD	Cycle To Next
Keypad BACK	Cycle To Previous
Keypad UPG1	Unassigned
Keypad UPG2	Unassigned
Keypad UPG3	Unassigned
Keypad UPG4	Unassigned
Keypad UPG5	Unassigned
Keypad UPG6	Unassigned

**UPG Key Definition**

Key	Operation	GPIO Output
UPG1	Unassigned	
UPG2	Unassigned	
UPG3	Menu	
UPG4	Menu	
UPG5	Unassigned	
UPG6	Unassigned	
UPG7	Unassigned	
UPG8	Unassigned	
UPG9	Unassigned	

**Quick-Assign Listen Assignments**

Function Type	Listen Assignment
PP	AL
PL	AL
SL	AL
GRP	AL

**Panel Mode**

Intercom Mode: Standard

Alpha Size: 4 character

**Miscellaneous**

SEL Key Function: Auto

Page Change Mode: Auto

**Snoop Tally**

Chime: <none>

Duration: one shot

**GPI Input Assignments**

Input	Assign To	Track	Key / Group	Key Mode
Opto 1	None	Input		
Opto 2	None	Input		

**GPI Output Assignments**

Output	Key / UPG
Relay 1	None
Relay 2	None

**Footswitch Mode**

☐ Enable Footswitch

☐ Unlatch Keys on Release

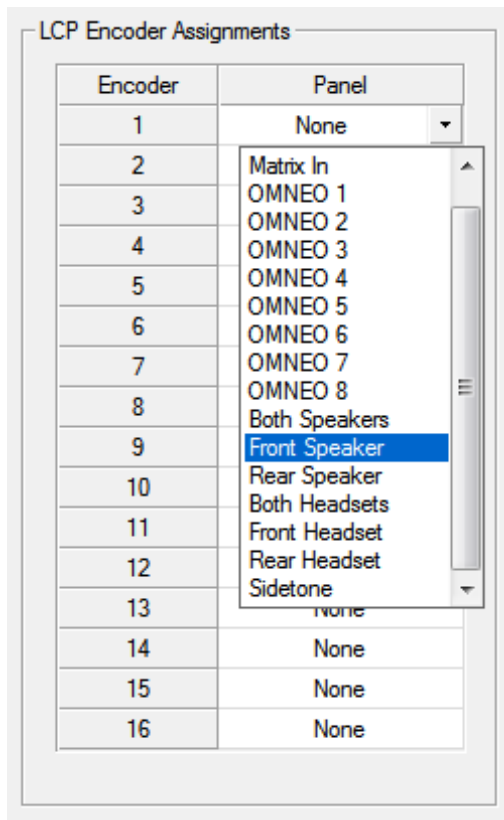
Load Save All Save Changes Apply Cancel

**FIGURE 33.** Keypanel Configuration – Panel Options

## LCP Encoder Assignments Group Box

The **LCP Encoder Assignments** group box is used to assign volume control functions to the LCP shaft encoders remotely from AZedit. For a description of the selections available, see “Audio Options, Menu, LCP 16 CLD” on page 202.

**NOTE:** OMNEO 3 through OMNEO 8 only appears when the Audio Package is purchased, otherwise, they do not display.



**TABLE 8.** Panel Options Page – LCP Encoder Assignments

To **assign inputs and outputs to the LCP**, do the following:

- > From the panel drop down menu, select the **volume function** you want to assign.

## Panel Swap Group Box

The **Panel Swap** group box is used to give users the ability to quickly and easily change a group of keypanel assignments on the keypanel. This is done through the use of virtual expansion panels. Panel swap differs from changing setup pages because the keys can stay active even when they are no longer visible on the main panel. For a description of the selections available, see “Key Options Menu, Panel Swap” on page 224.

Panel Swap

Number of Virtual EKP's

☒ Retain Key State

Action For Each Trigger Type

Trigger	Action
GPI In Opto1	Cycle To Next
GPI In Opto2	Cycle To Previous
GPI Out Relay1	Switch To MAIN
GPI Out Relay2	Switch To EKP1
Keypad FWD	Cycle To Next
Keypad BACK	Cycle To Previous
Keypad UPG1	Unassigned
Keypad UPG2	Unassigned
Keypad UPG3	Unassigned
Keypad UPG4	Unassigned
Keypad UPG5	Unassigned
Keypad UPG6	Unassigned

FIGURE 34. Panel Options Page – Panel Swap Group Box

To **configure panel swap**, do the following:

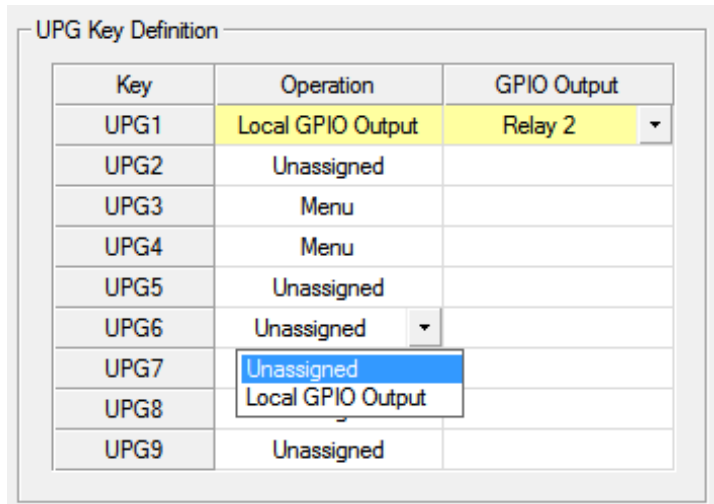
1. Using the Number of Virtual EKPs scroll box, enter the **number of virtual EKPs**.
2. Select the **Retain Key State check box** to retain the key states when the keys are not visible (for example, when the page the keys are located is not being displayed).
3. From the Action column next to the key you want to configure, select the **appropriate panel swap action**.



## UPG Key Definition Group Box

The **UPG Key Definition** group box is used to assign different inputs and outputs to the UPG keys on the keypanel remotely from AZedit. For more information on UPG Buttons, see “User Programmable Buttons” on page 72.

**IMPORTANT:** Menu Assignments cannot be created from this screen; however, they can be removed.



Key	Operation	GPIO Output
UPG1	Local GPIO Output	Relay 2
UPG2	Unassigned	
UPG3	Menu	
UPG4	Menu	
UPG5	Unassigned	
UPG6	Unassigned	
UPG7	Unassigned	
UPG8	Unassigned	
UPG9	Unassigned	

**FIGURE 35.** Panel Options Page – UPG Key Definition Group Box

To **configure a UPG key**, do the following:

1. From the Operation column next to the UPG you want to configure, select the **operation** you want.
2. From the GPIO Output column drop down menu, select the **output action** desired.

### Quick-Assign Listen Assignments Group Box

The **Quick Assign Listen Assignments** group box is used to assign listen assignment to point-to-point, party line, special list, and group key assignments. Note, this does not change existing keypanel assignments, it only affects assignments you make in the future using the Quick Assign function. For more information on listen assignments, see “Operation of Intercom Keys with Auto Functions” on page 57.

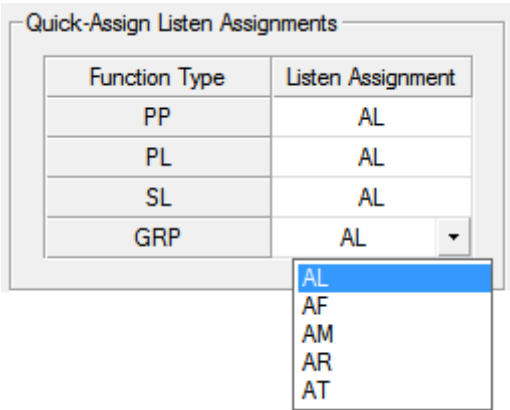


FIGURE 36. Panel Options Page – Quick-Assign Listen Assignments Group Box

To **assign a listen assignment**, do the following:

- > From the listen assignment column drop down menu, select the desired **listen assignment** for the function type.

### Panel Mode Group Box

The **Panel Mode** group box is used to configure the keypanel’s operating mode and alpha display.

**Intercom Mode** is used to select the type of firmware you have in your intercom so the keypanel can display alphas in the correct font/language and modify the behavior of some functions to match the intercom behavior.

**NOTE:** Standard mode is the default and should be used in most cases. Alternate mode is primarily used for intercoms running Japanese firmware.

The **Alpha Size** is the number of alpha characters shown in the display panel window.

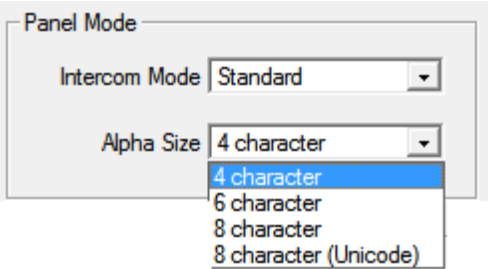


FIGURE 37. Panel Options Page – Panel Mode Group Box

**IMPORTANT:** The keypanel saves its configuration and reboots if the panel mode is changed.

To **configure panel mode**, do the following:

1. From the Intercom Mode drop down menu, select the **Standard** or **Alternate**.
2. From the Alpha Size drop down menu, select **4 character**, **6 character**, **8 character**, or **8 character (Unicode)**.

## Miscellaneous Group Box

The **Miscellaneous** group box is used to configure SEL key functions and Page Change Mode.

The **SEL Key** function allows the user to choose what function the SEL key performs when not in menu mode. For a description of the selections available, see “SEL Key” on page 239.

**Page Change** is used to select whether you are allowed to change setup pages while talk keys are active. By default, in Standard Intercom Mode, page changes are allowed when talk keys are active. However, the default in Alternate Intercom Mode does not allow page changes to occur when talk keys are active. For a description of the selections available, see “Service Menu, Page Change” on page 245.

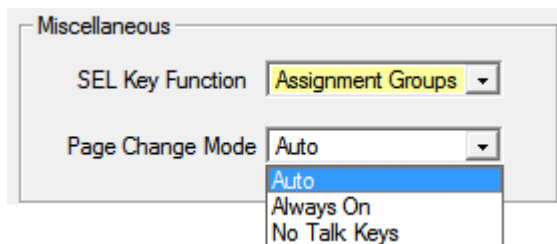


FIGURE 38. Panel Options Page – Miscellaneous Group Box

## Snoop Tally Group Box

The **Snoop Tally** group box is used to configure the type and length of the snoop tally, when enabled. The snoop tally indicates to keypanel users somebody is listening to them.

For a description of the duration selections available, see “Service Menu, Snoop Tally” on page 248.

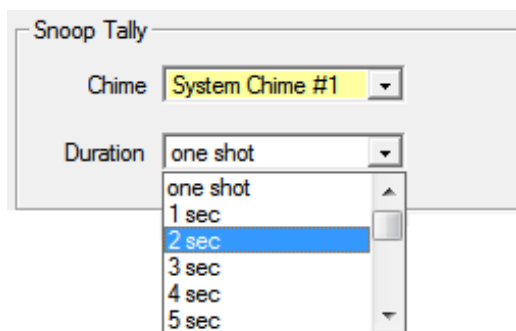


FIGURE 39. Panel Options Page – Snoop Tally Group Box

To **configure the snoop tally**, do the following:

1. From the Chime drop down menu, select the **chime** you want to use.
2. From the Duration drop down menu, select the **duration** you want the chime to sound.

### GPI Inputs Assignments Group Box

The **GPI Inputs Assignment** group box is used to configure GPI inputs on the keypanel. Inputs can be assigned to activate intercom keys (including group master keys).

Further configuration can be done to allow GPI Inputs to track the state of the Output. For example, if an output is activated (and is being tracked by an input), the input is also activated. This feature allows GPIO Outputs to control Talk Key or Key Group activation.

In addition to tracking, you can also configure the way an Input GPIO Key Group is configured. By default, when a key group is activated, the keys are forced on until the key group is deactivated. This is referred to as Level Mode. Alternatively, you can configure the key group to Edge Mode. This option turns on keys in a key group when the group is activated, but allows the user to turn off individual keys even if the key group is still active.

For a description of the selections available, see “Service Menu, Local GPIO” on page 240.

GPI Input Assignments				
Input	Assign To	Track	Key / Group	Key Mode
Opto 1	Key Group	Output	Group 1	Edge
Opto 2	Talk Key	Input	Key 1	

FIGURE 40. Panel Options Page – GPI Input Assignments Group Box

To **configure the GPI Input Assignments**, do the following:

1. From the Assign To column drop down menu, select whether the **input is assigned to a talk key or a key group**.
2. From the Track column drop down menu, select the whether the **input should track the output**.
3. From the Key/Group column drop down menu, select the **key or group** the input is configured to.
4. From the Key Mode drop down menu, select the **behavior of keys in a group** when they are activated.

### GPI Output Assignments Group Box

The **GPI Output Assignments** group box is used to assign Relays 1 and 2 to keys on the keypanel.

GPI Output Assignments	
Output	Key / UPG
Relay 1	UPG 8
Relay 2	Key 42

FIGURE 41. Panel Options Page – GPI Output Assignments Group Box

To **configure the GPI Output Assignments**, do the following:

- > From the Key/UPG column drop down menu next to the relay you want, select the **key or UPG** you want to assign the relay.

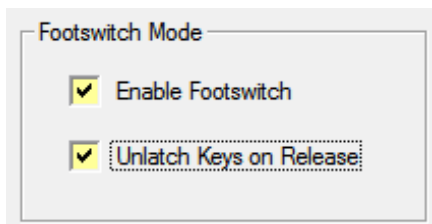
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## Footswitch Mode Group Box

---

The **Footswitch Mode** group box is used to enable the footswitch and configure the behavior of keys upon release. For more information, see “Service Menu, Footswitch” on page 234.

To cable for a Footswitch, see “Footswitch Cabling” on page 37.



**FIGURE 42.** Panel Options Page – Footswitch Mode Group Box

To **configure the enable and configure the footswitch**, do the following:

1. Select the **Enable Footswitch check box**.
2. Select the **Unlatch Keys on Release check box** if you want the latched talk keys to become unlatched when the footswitch is released

## Display Page

The **Display Page** is used to configure the keypanel and expansion panel displays, including backlight colors, percentage of brightness, screen saver settings, key display options, and panel display options.

**Keypad Backlight**

Mode: **Activated**

**Colors**

Mode	Color	Brightness
Inactive	Blue	30%
Active	Blue	100%
Shift	White	100%

**Key Display Options**

☐ Always Show Per-Key Volumes

Show Listen: **Disabled**

Show Matrix: **Disabled**

**Panel Display Options**

☐ Always Show Main Volume

☒ Show Menu Context

☐ Emulate KP-32

**LCD Backlight**

Panel	Left LCD	Right LCD
Main	65%	65%
EKP1	65%	65%
EKP2	65%	65%
EKP3	65%	65%
EKP4	65%	65%
EKP5	65%	65%
EKP6	65%	65%
EKP7	65%	65%

**Screen Saver**

Activation Delay: **1 Hour**

Display Mode: **Text**

Movement: **Scroll**

Dimming Delay: **1 Hour**

Dimming Brightness: **25** %

Buttons: Load, Save All, Save Changes, Apply, Cancel

**FIGURE 43.** Keypanel Configuration – Display Page

## Keypad Backlight Group Box

The **Keypad Backlight** group box is used to select the color and brightness of the keypad backlight LEDs at various usage states and to configure the keypad mode.

For more information on the keypad backlight options and descriptions, see “Service Menu, Keypad” on page 237.

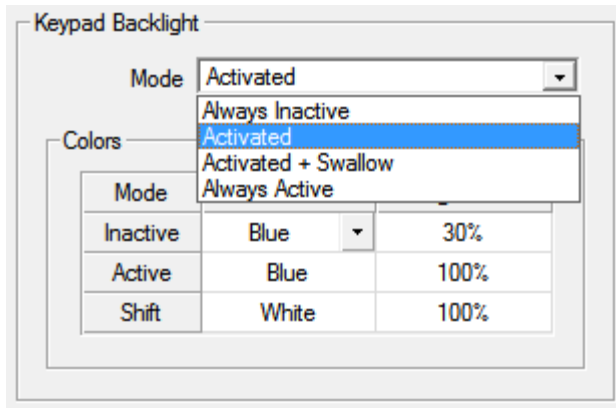


FIGURE 44. Display Page – Keypad Backlight Group Box

To **configure the keypad backlight**, do the following:

1. From the Mode drop down menu, select how the **keypad backlight is activated whether the first keypress is processed or swallowed**.
2. From the Color column drop down menu, select either **Blue** or **White**.
3. From the Brightness column drop down menu, select the **brightness percentage** you desire.

## Key Display Options Group Box

The **Key Display Options** group box is used to configure the keypanel keys to show key crosspoint gains, show listen assignments, or show the matrix for each key assignment. For more information on the available options, see “Service Menu, Key View” on page 236

**IMPORTANT:** Show Listen and Show Matrix are mutually exclusive options. Only one (1) of these options may be enabled at a time

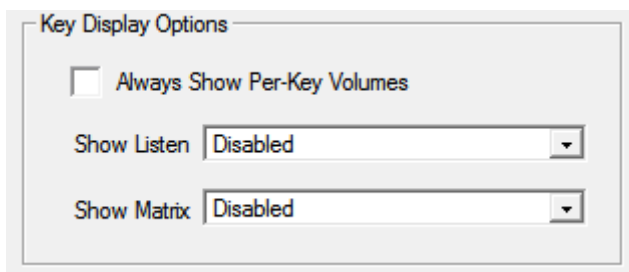


FIGURE 45. Display Page – Key Display Options Group Box

To **configure the keypanel display**, do the following:

1. Select the Always Show Per-Key Volumes check box if you want to **display the crosspoint gain for each key** on the keypanel.
2. From the Show Listen drop down menu, select **Disabled**, **Enabled**, or **Enabled-Suppress Auto-Function**.
3. From the Show Matrix drop down menu, select **Disabled**, **Enabled**, or **Enabled-Suppress Local**.

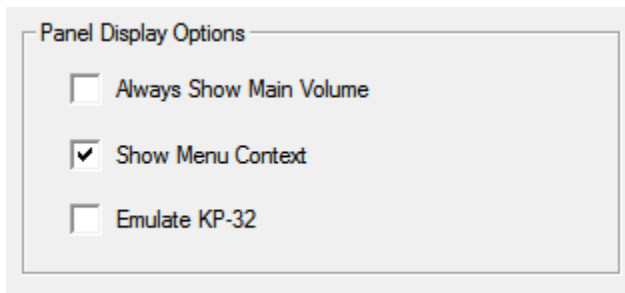
---

## Panel Display Options Group Box

---

The **Panel Display Options** group box is used to enable the menu context, display speaker volume and to switch the display to emulate a KP-32 keypanel. For more information on the available settings, see “Service Menu, Key View” on page 236.

**NOTE:** Menu context is not available on the KP-4016.



**FIGURE 46.** Display Page – Panel Display Options Group Box

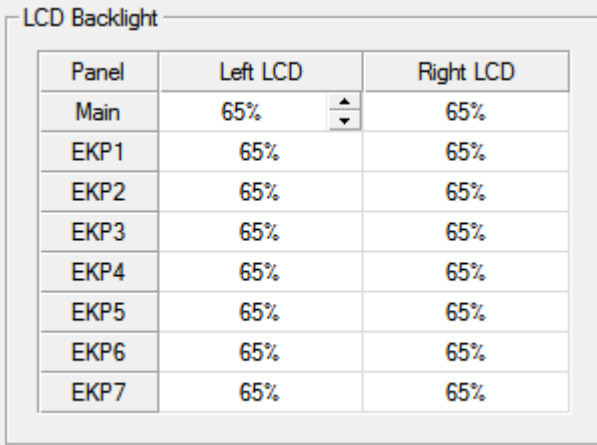
To **configure the panel display options**, do the following:

1. Select the **Always Show Main Volume check box**.
2. Select the **Menu Context check box** to display the navigational menu above the keypanel keys.
3. Select the **Emulate KP-32 check box** to convert the keypanel display to look like a KP-32 Classic keypanel.



## LCD Backlight Group Box

The **LCD Backlight** group box allows you to set the brightness of the panel display of all keypanels and any expansion panel connected to the main keypanel.



Panel	Left LCD	Right LCD
Main	65%	65%
EKP1	65%	65%
EKP2	65%	65%
EKP3	65%	65%
EKP4	65%	65%
EKP5	65%	65%
EKP6	65%	65%
EKP7	65%	65%

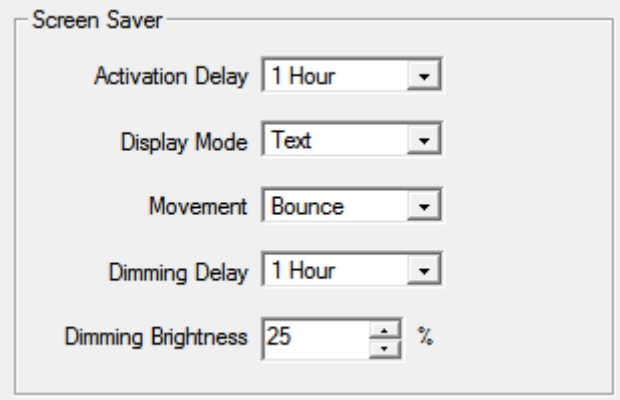
FIGURE 47. Display Page – LCD Backlight Group Box

To **configure the LCD Backlight**, do the following:

1. From the Left LCD column spin box next to the display you want to set, select the **brightness percentage**.
2. From the Right LCD column spin box menu next to the display you want to set, select the **brightness percentage**.

## Screen Saver Group Box

The **Screen Saver** group box is used to configure the screen saver. For more information on the available settings, see “Service Menu, Scrn Saver” on page 246.



Screen Saver

Activation Delay: 1 Hour

Display Mode: Text

Movement: Bounce

Dimming Delay: 1 Hour

Dimming Brightness: 25 %

FIGURE 48. Display Page – Screen Saver Group Box

To **configure the screen saver**, do the following:

1. From the Activation Delay drop down menu, select the **amount of inactive time** before the screen saver activates on the keypanel.
2. From the Display Mode drop down menu, select the **display mode** for the screen saver.
3. From the Movement drop down menu, select the **type of movement** the screen saver should display.
4. From the Dimming Delay drop down menu, select the **amount of time** to pass before the display dims.
5. Using the scroll box, scroll to the **percentage the display should dim when dimming delay time is met**.

## Key Options Page

The **Key Options Page** is used to configure many of the keypanel operation options, such as auto dial functions, chime keys and duration, exclusive keys, key group assignments, solo key configuration, latching options, button lock, and tally operation.

**Keypanel Configuration**

Panel Options | Display | **Key Options** | Audio Options | Audio Levels | Advanced | Filters

**Solo and Exclusive Keys**

Solo Key: <empty> [icon]  
 Exclusive Keys: <empty> [icon]

**Latch Disable**

Talk Keys: <empty> [icon]  
 Listen Keys: <empty> [icon]  
☒ Global Latch Enable

**Button Lock**

Talk Keys  
 Locked On: <empty> [icon]  
 Locked Off: <empty> [icon]

Listen Keys  
 Locked On: <empty> [icon]  
 Locked Off: <empty> [icon]

**Tallies**

Minimum Tally Duration: 15 sec [dropdown]  
☐ Generate Indefinite Incoming Call Tallies

**Autodial Numbers**

Entry	Number
<add> [icon]	

**One-Touch Autodials**

Key	Autodial #
<add> [icon]	

**Key Groups**

Group	Master Key	Talk Keys	Listen Keys
1	<none> [icon]	<empty>	<empty>
2	<none>	<empty>	<empty>
3	<none>	<empty>	<empty>
4	<none>	<empty>	<empty>

**Chimes**

Key	Chime	Duration
<add> [icon]		

**Key Icons**

Key State	Display
Has TIF Assignment	<input checked="" type="checkbox"/>
Has Trunk Assignment	<input checked="" type="checkbox"/>
Has Chime	<input checked="" type="checkbox"/>
Is Group Master	<input checked="" type="checkbox"/>
Has Autodial	<input checked="" type="checkbox"/>
Is Exclusive	<input checked="" type="checkbox"/>
Is Solo Key	<input checked="" type="checkbox"/>

**Key Volumes**

☒ Allow Key Volume Adjustments

**Minimum Key Volumes**

Key	Volume
<add> [icon]	

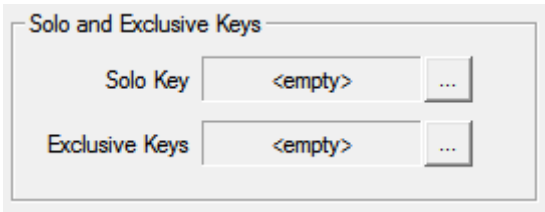
Load Save All Save Changes Apply Cancel

**FIGURE 49.** Keypanel Configuration – Key Options Page

### Solo And Exclusive Keys Group Box


The **Solo and Exclusive Keys** group box is used to configure solo and exclusive keys. For a description of a solo key, see “Key Options Menu, Solo” on page 227. For a description of an exclusive key, see “Key Options Menu, Exclusive” on page 221.

**NOTE:** You can assign only one (1) solo key per keypanel.



**FIGURE 50.** Key Options Page – Solo and Exclusive Keys Group Box


To **configure a solo key**, do the following:

- 1. Click the **Solo key browse button** .  
*The Key Selection window opens.*

Row	Page	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- 2. Select the **check box** which correlates to the keypanel key and page you want to assign the solo key.
- 3. Click **OK**.  
*The Key Selection window closes and the key number appears in the Solo Key field.*

To **configure the exclusive keys**, do the following:

1. Click the **Exclusive key browse button** .  
*The Key Selection window opens.*

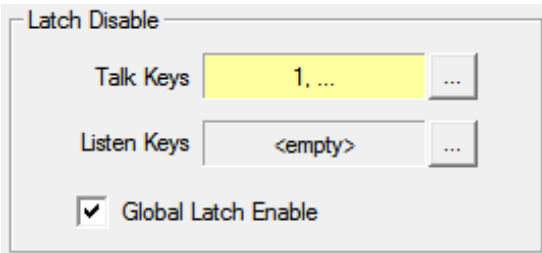
Row	Page	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Select the **check boxes** which correlate to the keypanel keys and pages you want to assign an exclusive key.
3. Click **OK**.  
*The Key Selection window closes and the key number appears in the Solo Key field.*

### Latch Disable Group Box


The **Latch Disable** group box is used to enable or disable the keypanel key to stay on when pressed. For more information, see “Key Options Menu, Latching” on page 223.

**NOTE:** A key only latches if it is pressed and released within 0.5 seconds. Otherwise, the key always turns off when released.



**FIGURE 51.** Key Options Page– Latch Disable Group Box

To **latch disable specific talk and listen keys**, do the following:

1. Click either the **Talk or Listen browse button** .  
*The Key Selection window appears.*
2. Select the **key** you want to latch disable.
3. Click **OK**.

To **latch enable or disable all keys (global latch enable)**, do the following:

- > Select the **Global Latch Enable check box**.  
OR  
Clear the **Global Latch Enable check box** to globally disable latching.

Button Lock Group Box

The **Button Lock** group box is used to lock talk and/or listen keys in the on or off position. Each key may be independently locked on or off.

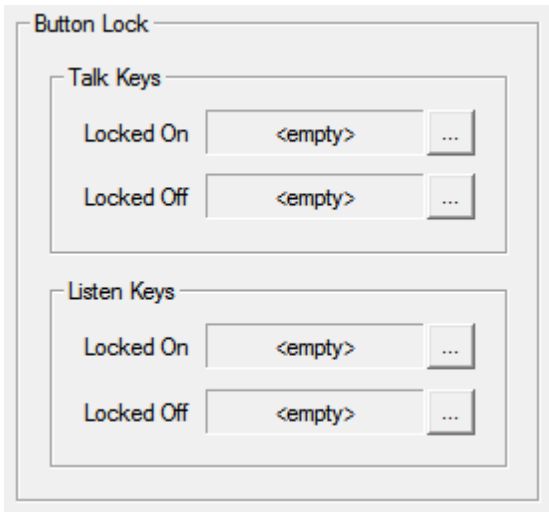


FIGURE 52. Key Options Page – Button Lock Group Box


To **configure button lock on or off for talk keys**, do the following:

- 1. From the talk keys group box, click the **browse button** for Locked On .  
OR  
Click the **browse button** for Locked Off.  
*The Key Selection window opens.*

Row	Page	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- 2. Select the **check boxes** of all the talk keys you want to configure as Locked On.  
OR  
Select the **check boxes** of all the talk keys you want configure as Locked Off.
- 3. Click **OK**.  
*The Key Selection window closes.*

To **configure button lock on or off for listen keys**, do the following:

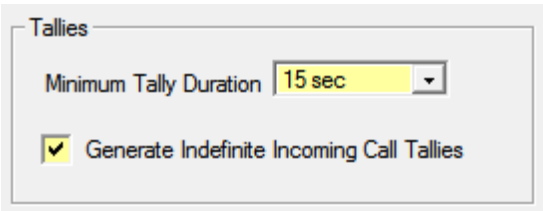
1. From the listen keys group box, click the **browse button** for Locked On .
- OR
- Click the **browse button** for Locked Off.
- The Key Selection window opens.*

Row	Page	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Select the **check boxes** of all the listen keys you want to configure as Locked On.
- OR
- Select the **check boxes** of all the listen keys you want configure as Locked Off.
3. Click **OK**.
- The Key Selection window closes.*

### Tallies Group Box

The **Tallies** group box is used to set the amount a time a blinking tally displays. For more information about Tallies, see “Key Options Menu, Tallies” on page 228.



**FIGURE 53.** Key Options Page – Tallies Group Box

To **configure tally times**, do the following:

- > From the Minimum Tally Duration drop down menu, select the **duration of time** you desire.

To **generate indefinite call tallies**, do the following:

- > Select the **Generate Indefinite Incoming Call Tallies check box** to set indefinite tallies for all calls.

## Autodial Numbers Group Box

The **Autodial Numbers** group box is used to configure up to 100 autodial numbers. **Autodial** stores commonly used phone numbers in the auto dial list locally on the keypanel. You can also create a centralized auto dial list which is stored on the Master Controller and maintained through AZedit. For more information, see “Centralized Auto Dials” on page 253.

Entry	Number
1	18005551212
<add>	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	

FIGURE 54. Key Options Page – Autodial Numbers Group Box

To **add autodial numbers**, do the following:

1. From the Entry column drop down list, select the **entry number** for your autodial number. This number does not have to follow sequence.
2. In the Number column field, enter the **number** you want to assign as an autodial.

**NOTE:** No spaces or dashes are allowed in the number entry field.

## One-Touch Autodials Group Box

The **One-Touch Autodials** group box is used to assign autodial numbers to specific keypanel keys. One-Touch Auto Dials are configured using the locally stored numbers on the keypanel. Once a 1-Touch Auto Dial key is configured, pressing the configured key causes the TIF to go off-hook and auto dial the selected number.

**IMPORTANT:** You must have existing autodial numbers before assigning them to a keypanel key. See “Autodial Numbers Group Box” on page 127.

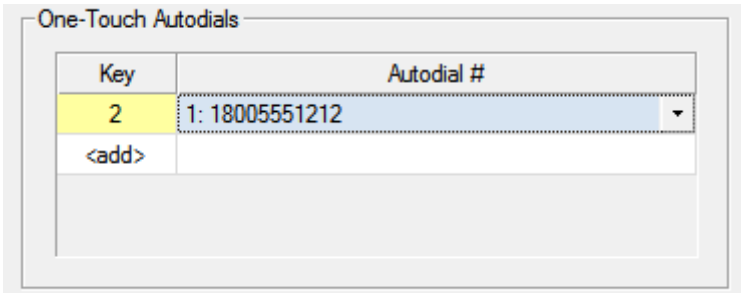

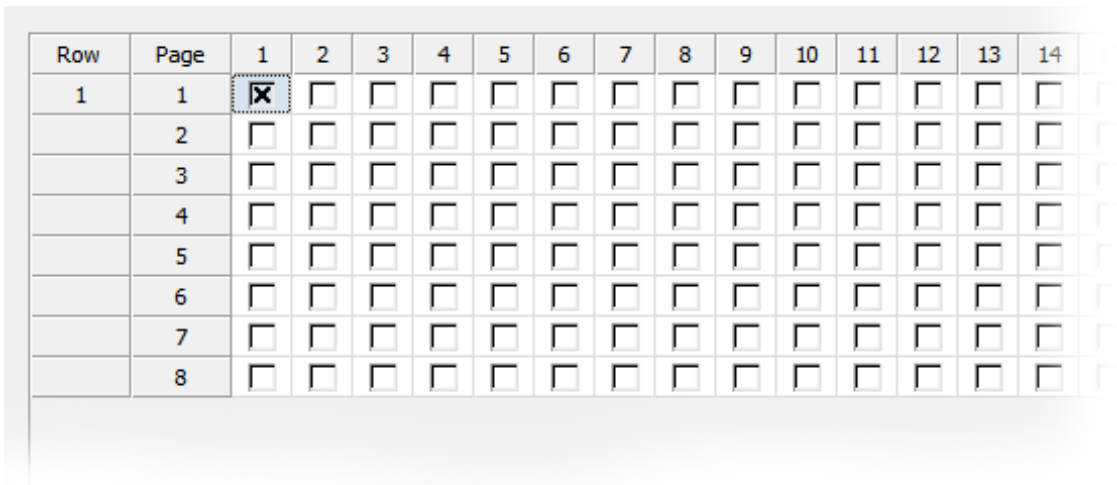


FIGURE 55. Key Options Page – One-Touch Autodials Group Box

To **add an autodial number**, do the following:

1.
- In the Key column field, click the **browse button** .   
The *Key Selection* window appears.



2.
- Select the **key (or keys)** you want to assign autodial.
3.
- Click **OK**.   
The *Key Selection* window closes.
4.
- From the Autodial # column drop down menu, select the **number** you want to assign to the key.



## Key Groups Group Box


The **Key Groups** group box is used to set up key groups. A key group allows a user to activate a group of keys by activating one (1) key (the master key). When the master key is activated, all keys in the group become active.

You can create *up to four (4) key groups*.

Group	Master Key	Talk Keys	Listen Keys
1	1	4, 5, 6	2, 11, 12, 13, ...
2	<none>	<empty>	<empty>
3	<none>	<empty>	<empty>
4	<none>	<empty>	<empty>

FIGURE 56. Key Options Page – Key Groups Group Box

To **create a key group**, do the following:

1. In the Master Key column, click the **browse button** .  
*The Key Selection window appears.*

Row	Page	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Select the **keypanel key check box** you want to set as the Master key.

**NOTE:** Only one (1) key can be a master key.

3. Click **OK**.  
*The Key Selection window closes.*
4. From the Talk Keys column, select the **browse button**.  
*The Key Selection window appears.*
5. Select the **check boxes** of all the talk keys you want to assign as slave keys.
6. From the Listen Keys column, select the **browse button**.  
*The Key Selection window appears.*
7. Select the **check boxes** of all the listen keys you want to assign as slave keys.

### Chimes Group Box

The **Chimes** group box is used to configure a chime tone to sound on incoming call announcements for selected keypanel keys. You can configure the chime tone to activate for a specified amount of time after a call is received. For more information on chimes, see “Key Options Menu, Chime” on page 220.

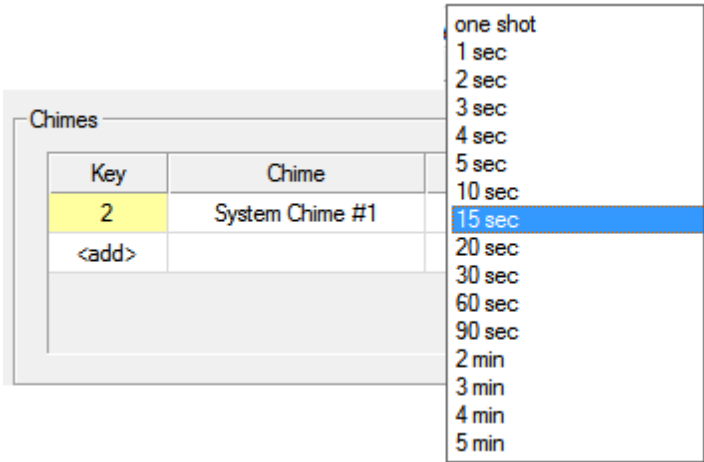



FIGURE 57. Key Options Page – Chimes Group Box

To **configure a chime notification**, do the following:

1. Click the **Key browse button** .
- The *Key Selection window opens.*

Row	Page	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Select the **key** you want to assign the chime notification.
3. Click **OK**.
- The *Key Selection window closes and the key number appears in the field.*
4. From the Chime column drop down menu, select the **chime** you want to assign.
5. From the Duration column drop down menu, select the **duration** the chime notification should last.

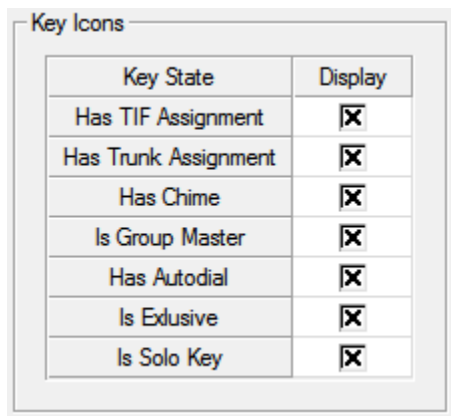
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## Key Icons Group Box

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The **Key Icons** group box is used to determine which key states will display an icon to visually represent their assigned state.

For more information, see “Key Options Menu, Icons” on page 222.



Key State	Display
Has TIF Assignment	<input checked="" type="checkbox"/>
Has Trunk Assignment	<input checked="" type="checkbox"/>
Has Chime	<input checked="" type="checkbox"/>
Is Group Master	<input checked="" type="checkbox"/>
Has Autodial	<input checked="" type="checkbox"/>
Is Exclusive	<input checked="" type="checkbox"/>
Is Solo Key	<input checked="" type="checkbox"/>

**FIGURE 58.** Key Options Page – Key Icons Group Box

To **enable key icons**, do the following:

- > In the Display column, select the **check box** next to the key state you want to display an icon.

## Key Volumes Group Box

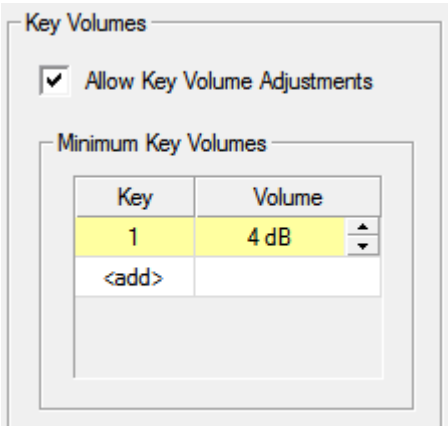


FIGURE 59. Key Options Page – Key Volumes Group Box

### Allow Key Volume Adjustments Check Box

The **Allow Key Volume Adjustments** check box is used to globally enable or disable key volume adjustments.


To **enable key volume adjustments**, do the following:

- > Select the **Allow Key Volume Adjustments check box**.

### Minimum Key Volumes Table

The **Minimum Key Volumes** table is used to adjust minimum volumes for each key on the keypanel.

To **adjust minimum volumes**, do the following:

1. In the Key column field, click the **browse button** .   
*The Key Selection window appears.*

Row	Page	1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Select the **key** you want to adjust.
3. Click **OK**.   
*The Key Selection window closes.*
4. Using the Volume column spin box, adjust the **minimum volume** of the key.

## Audio Options Page

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased, otherwise, they do not display.

**Keypanel Configuration**

Panel Options | Display | Key Options | **Audio Options** | Audio Levels | Advanced | Filters

**Mic Modes**

Mic	Mode
Front Panel Mic	Switched
Front Headset Mic	Switched
Rear Panel Mic	Disabled
Rear Headset Mic	Disabled

**Speaker / Headset Modes**

Output	Mode
Front Speaker	Switched
Rear Speaker	Disabled
Front Headset (Left)	Always On
Front Headset (Right)	Always On
Rear Headset (Left)	Disabled
Rear Headset (Right)	Disabled

**Aux Inputs**

Input	Mode
Matrix In	Enabled
OMNEO 2	Enabled
OMNEO 3	Enabled
OMNEO 4	Enabled
OMNEO 5	Enabled
OMNEO 6	Enabled
OMNEO 7	Enabled
Aux 1	Enabled

Number of Aux Inputs: 1

**Mic Options**

Mic Preamp Mode: Switched

Mic Mute Mode: Toggle

Mic Gain Adjust Source: None

AEC Mic Priority: Front

**Matrix Out and Sidetone Options**

Matrix Output Mode: Switched

Matrix Output Level: 8 db

Sidetone Mode: Switched

Sidetone Level: -20 db

**Headset Configuration**

Headset	Mic Type	Mic Auto-Mute	Headset Auto-Transfer
Front Headset	Auto Detect	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Rear Headset	Auto Detect	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

☐ Headset Transfer Active

**Ganged Volumes**

Ganged Volume Mode: Disappearing

☐ Ganged Speaker Volume Control

☐ Ganged Headset Volume Control

**VM Options**

☐ Isolate During Playback

When Mailbox Full: Reject New

Auto-Record: Disabled

**Tone Generator**

Tone Frequency: 500 Hz

Load Save All Save Changes Apply Cancel

**FIGURE 60.** Keypanel Configuration – Audio Options

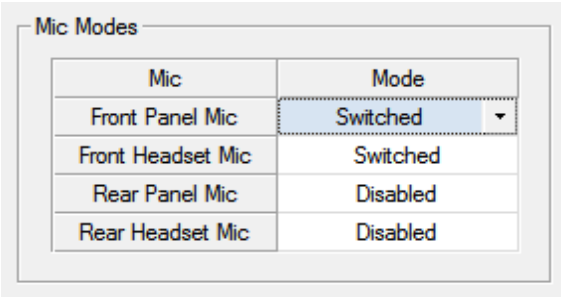
### Mic Modes Group Box

The **Mic Modes** group box is used to configure panel mics and headset mics.

Available options for this group box are:

- Disabled*
- Enabled*
- Switched* When set to Switched Mode, the state of the Panel Mic is controlled by the Mic Sel key.

The default for the Rear Panel Mic is *disabled*, while the default for the Front Panel Mic is *switched*.



Mic	Mode
Front Panel Mic	Switched
Front Headset Mic	Switched
Rear Panel Mic	Disabled
Rear Headset Mic	Disabled

FIGURE 61. Audio Options Page – Mic Modes Group Box

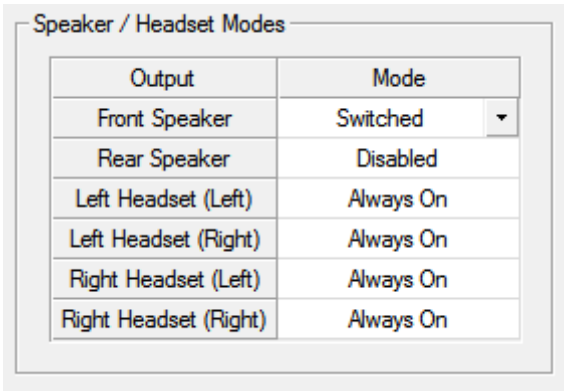
To **configure the mic mode**, do the following:

- > From the Mode column drop down list, select the **mode** for the microphone you want to configure.

### Speaker / Headset Modes Group Box

The **Speaker / Headset Modes** group box is used to configure the way the speakers or headsets act.

For more information, see, “Audio Options Menu, Speaker” on page 206 or “Audio Options Menu, Headset Mic” on page 197.



Output	Mode
Front Speaker	Switched
Rear Speaker	Disabled
Left Headset (Left)	Always On
Left Headset (Right)	Always On
Right Headset (Left)	Always On
Right Headset (Right)	Always On

FIGURE 62. Audio Options Page – Speaker / Headset Modes Group Box

To **configure speaker/headset modes**, do the following:

- > From the Mode column drop down menu, select the **mode for the output desired**.

## Aux Inputs Group Box

The **Aux Inputs** group box is used to enable or disable the volume control for audio inputs through the front panel encoder. For more information, see “Audio Options Menu, Inputs” on page 200.

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased, otherwise, they do not display.

Input	Mode
Matrix In	Enabled
OMNEO 2	Enabled
OMNEO 3	Enabled
OMNEO 4	Enabled
OMNEO 5	Enabled
OMNEO 6	Enabled
OMNEO 7	Enabled
OMNEO 8	Enabled

Number of Aux Inputs: 0

FIGURE 63. Audio Options Page – Aux Inputs Group Box

### Input Display Column

The **Input Display** column displays the available inputs that can be enabled or disabled.

### Mode Drop Down Menu Column

The **Mode** drop down column is used to enable and disable the Aux Inputs.

**NOTE:** OMNEO 4, 6, 8 have the ganged option. You can gang OMNEO 3+4, 5+6, and 7+8

To **enable or disable volume control for an input**, do the following:

- > From the Mode column drop down menu, select **Enabled** or **Disabled** next to the desired input.

### *Number of Analog Aux Inputs Drop Down Menu*

The **Number of Analog Aux Inputs** drop down menu is used to select the number of auxiliary inputs on the keypanel when the panel has been licensed for OMNEO 3-8.

When the keypanel is licensed for OMNEO 3–8, OMNEO 8 and Aux 1 are multiplexed, meaning you can have one or the other, but not both. The same rule applies to OMNEO 7 and Aux 2; both are muxed and both cannot be used together. Also, you cannot have Aux 2 without Aux 1.

The options available for the OMNEO 3–8:

- Number of Analog Aux = 2, OMNEO 1-6, plus Aux 1-2
- Number of Analog Aux = 1, OMNEO 1-7, plus Aux 1
- Number of Analog Aux = 0, OMNEO 1-8

When a keypanel is not licensed with the Audio package, meaning it only has OMNEO 1 and 2, then the number of analog aux inputs is the maximum supported by the panel:

- KP-5032/4016 - Maximum number of Analog Aux = 2, OMNEO 1-2, plus Aux 1-2
- DKP-4016 - Maximum number of Analog Aux = 1, OMNEO 1-2, plus Aux 1
- KP-3016- Maximum number of Analog Aux = 0, OMNEO 1-2
- KP-3016A does not support OMNEO

When changes are made, such as the number of analog aux inputs is changed from 0 to 2, the changes are available but are not displayed until you have exited and reloaded the window.



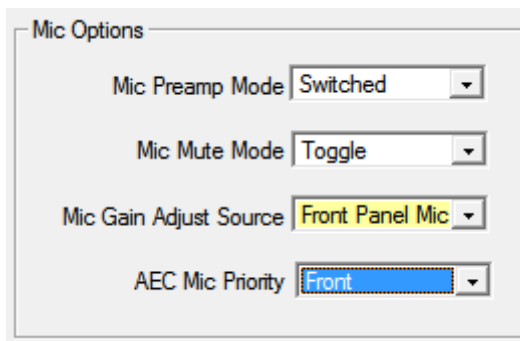
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## Mic Options Group Box

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The **Mic Options** group box is used to choose how audio is routed to the Preamp Output connector, configure the actions of the Mic Mute key, to enable or disable mic gain on the keypanel, and to configure **AEC**<sup>1</sup> (Acoustic Echo Cancellation) prioritization on a microphone.

- For further explanation of the available selections for the Mic Preamp Mode drop down menu, see “Audio Options Menu, Preamp Out” on page 205.
- For further explanation of the available selections for the Mic Mute Mode drop down menu, see “Audio Options Menu, Mic Mute” on page 204.
- For further explanation of the available selections for the Mic Gain Adjust Source drop down menu, see “Audio Options Menu, Mic Gain” on page 203.
- For further explanation of the available selection for the AEC Mic Priority drop down menu, see “AEC” on page 183.



**FIGURE 64.** Audio Options Page – Mic Options Group Box

To **configure mic options**, do the following:

1. From the Mic Preamp Mode drop down menu, select **Switched**, **Hot**, **Disabled**, or **Inverted**.
2. From the Mic Mute Mode drop down menu, select **Disabled**, **Toggle**, or **Momentary**.
3. From the Mic Gain Adjust Source drop down menu, select the **mic gain adjust source**.
4. From the AEC Mic Priority drop down menu, select **front** or **rear**.

---

1. AEC is used to prevent feedback from occurring between the microphone and the speaker.

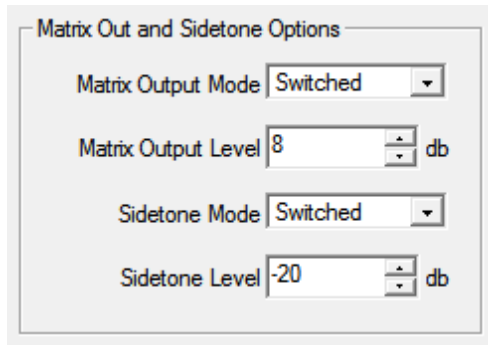
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## Matrix Out and Sidetone Options Group Box

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The **Matrix Out and Sidetone Options** group box is used to select whether audio from the selected active mic goes out to the Matrix when a talk key is active (NORMAL mode) or audio goes out the Matrix without regard to the talk key state (HOT MIC mode) and at what output level to send it.

Also, from this group box, configure the mode and level at which the user hears their own voice. For more information, see, “Audio Options Menu, Sidetone” on page 206.



**FIGURE 65.** Audio Options Page – Matrix Out and Sidetone Options Group Box

To **configure the matrix output mode and level**, do the following:

1. From the Matrix Output Mode, select **Switched** or **Hot Mic**.
2. Using the Matrix Output Level scroll box, adjust the **output level** as desired.

To **configure the sidetone mode and level**, do the following:

1. From the Sidetone Mode, select **Switched**, **Always On**, or **Disabled**.
2. Using the Sidetone Level scroll box, adjust the **Sidetone level** as desired.

## Headset Configuration Group Box

The **Headset Configuration** group box is used to define the microphone type – Auto-detect, Dynamic, or Electret. Also from this group box, you configure Auto-Transfer and Auto-Mute.

For more information, see “Type” on page 198, “Auto-Transfer” on page 199, “Auto-Mute” on page 197

Headset	Mic Type	Mic Auto-Mute	Headset Auto-Transfer
Left Headset	Auto Detect	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Right Headset	Auto Detect	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

☐ Headset Transfer Active

FIGURE 66. Audio Options Page – Headset Configuration Group Box

To **configure a headset**, do the following:

1. From the Mic Type column drop down menu, select **Auto Detect**, **Dynamic**, or **Electret**.
2. Select the **Mic Auto-Mute check box** to automatically mute mic input when a headset mic is not detected.
3. Select the **Headset Auto-Transfer check box** to allow the keypad to automatically enter or leave headset mode when a headset is installed or removed.
4. Select the **Headset Transfer Active check box** to make the headset active.

## Ganged Volume Group Box

The **Ganged Volume** group box is used to set what happens when adjusting the volume for a ganged channel pair when the volumes are not identical and one (1) of the volumes reaches the minimum or maximum level.

For more information on the available selections, see “Audio Options Menu, Ganged Vols” on page 197.

Ganged Volume Mode: Disappearing

☐ Ganged Speaker Volume Control

☐ Ganged Headset Volume Control

FIGURE 67. Audio Options Page – Ganged Volumes Group Box

To **configure ganged volumes**, do the following:

1. From the Ganged Volume Mode drop down menu, select **Disappearing** or **Fixed**.
2. Select the **Ganged Speaker Volume Control check box** to enable the speaker volumes to be ganged.
3. Select the **Ganged Headset Volume Control check box** to enable the headset volumes to be ganged.

---

## Tone Generator Group Box

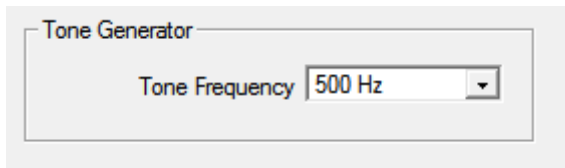
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The **Tone Generator** group box is used to define the tone frequency. The tone generator is used to check the audio path from the keypanel to the matrix.

Available selections for this menu are:

*500Hz Tone (default)*

*1kHz Tone*



**FIGURE 68.** Audio Options Page – Tone Generator Group Box

To **configure the tone generator**, do the following:

- > From the Tone Frequency drop down menu, select **500 Hz** or **1000 Hz**.

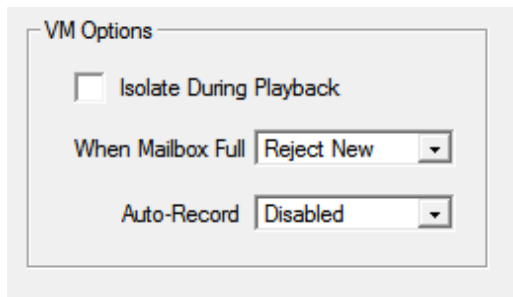
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## VM Options Group Box

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The **VM Options** group box is used to configure voice messaging playback options and recording options.

For more information, see “Audio Options Menu, VM Options (Audio Package Only)” on page 208.



**FIGURE 69.** Audio Options Page – VM Options Group Box

To **configure voice messaging options**, do the following:

1. Select the **Isolate During Playback check box** to remove all other audio from the speaker or headset when playing back voice messages.
2. From the When Mailbox Full drop down menu, select **Reject New** or **Delete Oldest**.
3. From the Auto-Record drop down menu, select **Disabled** or **Rolling Buffer**.

## Audio Levels Page

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased, otherwise, they do not display.

Keypanel Configuration

Panel Options | Display | Key Options | Audio Options | **Audio Levels** | Advanced | Filters

**Input Volumes**

Input	Volume
Front Panel Mic	0 dB
Front Headset Mic	0 dB
Rear Panel Mic	0 dB
Rear Headset Mic	0 dB
Matrix In	0 dB
OMNEO 2	0 dB
OMNEO 3	0 dB
OMNEO 4	0 dB
OMNEO 5	0 dB
OMNEO 6	0 dB
OMNEO 7	-40 dB
Aux 1	-40 dB

**Minimum Input Volumes**

Input	Volume
Matrix In	-6 dB
OMNEO 2	Mute
OMNEO 3	Mute
OMNEO 4	Mute
OMNEO 5	Mute
OMNEO 6	Mute
OMNEO 7	Mute
Aux 1	Mute

**Chime Volumes**

Chime	Volume
System Chime #1	-20 dB
System Chime #2	-20 dB
System Chime #3	-20 dB
System Chime #4	-20 dB
System Chime #5	10 dB
System Chime #6	10 dB
System Chime #7	10 dB
System Chime #8	10 dB
System Chime #9	10 dB
System Chime #10	10 dB
System Chime #11	10 dB
System Chime #12	10 dB
User Chime #1	-20 dB
User Chime #2	-20 dB
User Chime #3	-20 dB
User Chime #4	-20 dB

☒ Chime Preview

**Output Volumes**

Output	Volume
Front Speaker	-4 dB
Rear Speaker	0 dB
Front Headset	0 dB
Rear Headset	0 dB

**Minimum Output Volumes**

Output	Volume
Front Speaker	Mute
Rear Speaker	Mute
Front Headset	Mute
Rear Headset	Mute

**Output Dim Amounts**

Output	Dim Amount
Front Speaker	-8 dB
Rear Speaker	-8 dB
Front Headset	0 dB
Rear Headset	0 dB

**Maximum Output Volumes**

Output	Volume
Front Speaker	10 dB
Rear Speaker	10 dB
Front Headset	10 dB
Rear Headset	10 dB

Load Save All Save Changes Apply Cancel

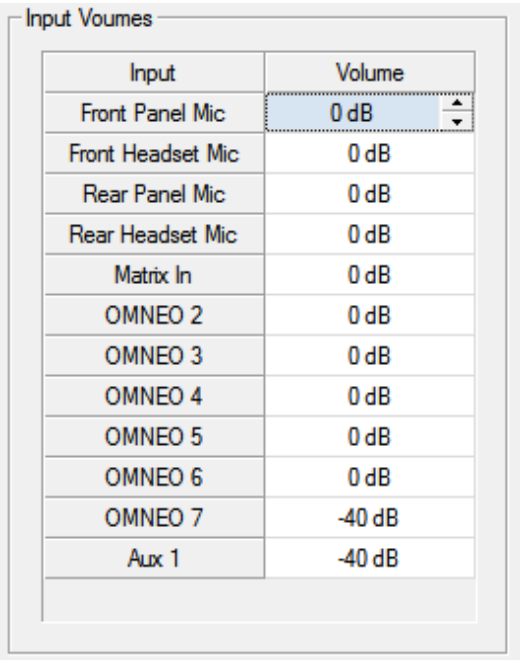
FIGURE 70. Keypanel Configuration – Audio Levels

### Input Volumes Group Box

The **Input Volumes** group box is used to adjust the current volume, in dB, for all input sources.

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased, otherwise, they do not display.

The range for this field is *-48dB* to *10dB*, and *Mute*.  
The default setting is *0dB*.



The screenshot shows a window titled "Input Volumes" containing a table with two columns: "Input" and "Volume". The "Front Panel Mic" row is highlighted, and its volume is set to "0 dB" with a spin box. Other inputs include Front Headset Mic, Rear Panel Mic, Rear Headset Mic, Matrix In, OMNEO 2 through OMNEO 6 (all at 0 dB), OMNEO 7 and Aux 1 (both at -40 dB), and an empty row at the bottom.

Input	Volume
Front Panel Mic	0 dB
Front Headset Mic	0 dB
Rear Panel Mic	0 dB
Rear Headset Mic	0 dB
Matrix In	0 dB
OMNEO 2	0 dB
OMNEO 3	0 dB
OMNEO 4	0 dB
OMNEO 5	0 dB
OMNEO 6	0 dB
OMNEO 7	-40 dB
Aux 1	-40 dB

**FIGURE 71.** Audio Levels Page – Input Volumes Group Box

To **configure input volumes**, do the following:

- > Using the Volume column spin box, adjust the **volume** for the input desired.

## Output Volumes Group Box

The **Output Volumes** group box is used to set the volume level, in dB, for outputs at the keypad. This is the volume level available when using the Main Volume control knob, located on the front of the keypad.

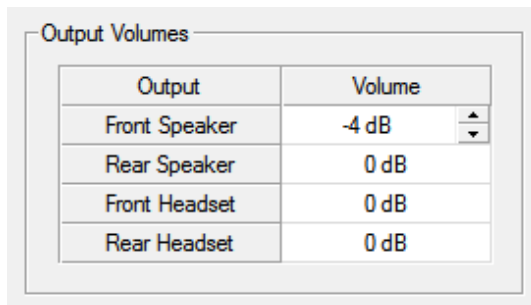


FIGURE 72. Audio Levels Page – Output Volumes Group Box

To **configure output volumes**, do the following:

- > Using the Volume column spin box, adjust the **volume** for the output desired.

## Minimum Output Volumes Group Box

The **Minimum Output Volume** group box is used to set the minimum volume level, in dB, for different outputs on the keypad. This is the minimum volume level available when using the Main Volume control knob, located on the front of the keypad.

The range for this field is *Mute*, *-48dB* to *+10dB*.

The default setting is *Mute*.

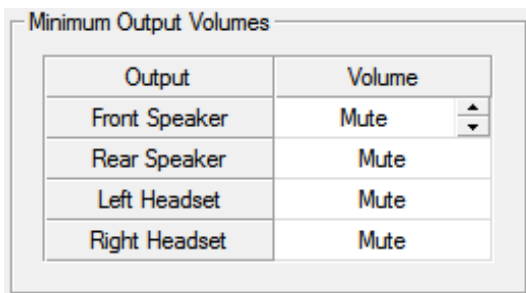


FIGURE 73. Audio Levels Page – Minimum Output Volumes Group Box

To **configure the minimum output volumes**, do the following:

- > Using the Volume column spin box, adjust the **minimum volume** for the output desired.

### Output Dim Amounts Group Box

The **Output Dim Amounts** group box is used to set how much the output is dimmed when a talk key is pressed.

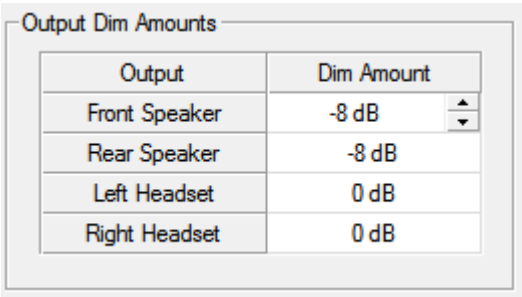


FIGURE 74. Audio Levels Page – Output Dim Amounts Group Box

To **configure output dim amounts**, do the following:

- > Using the Volume column spin box, adjust the **output dim** for the output desired.

### Minimum Input Volumes Group Box

The **Minimum Input Volume** group box is used to set the minimum volume level, in dB, for different sources on the keypanel. This is the minimum volume level available when using the Aux Volume control knob, located on the front of the keypanel.

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased, otherwise, they do not display.

The range for this field is *-48dB* to *10dB*, and *Mute*.  
By default, this field for Matrix In is set to *-6dB*; all other inputs are set to *Mute*.

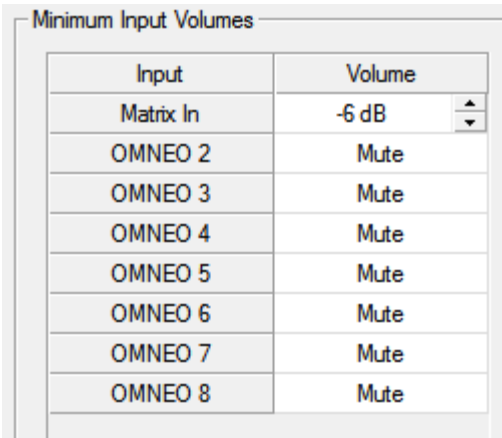


FIGURE 75. Audio Levels Page – Minimum Input Volumes



To **configure input volumes**, do the following:

- > Using the Volume column spin box, adjust the **volume** for the input desired.

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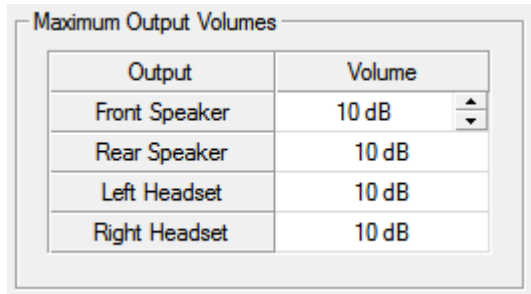
### Maximum Output Volumes Group Box

---

The **Maximum Output Volumes** group box is used to set the maximum level, in dB, of the volume the user can configure for a headset or a speaker. This feature prevents incoming audio from being too loud.

The range for this field is *-48dB* to *10dB*, and *Mute*.

The default setting is *10dB*.



**FIGURE 76.** Audio Levels Page – Maximum Output Volumes Group Box

To **configure maximum output volumes**, do the following:

- > Using the Volume column spin box, adjust the **maximum volume** for the output desired.

## Chime Volumes Group Box

The **Chime Volumes** group box is used to set the volume for each of the built-in chimes, as well as to enable or disable preview of chimes during chime selection in this menu and others that reference chimes.

For a description of the range of volumes available, see “Audio Options Menu, Chime” on page 196.

Chime Volumes

Chime	Volume
System Chime #1	-20 dB
System Chime #2	-20 dB
System Chime #3	-20 dB
System Chime #4	-20 dB
System Chime #5	-20 dB
System Chime #6	-20 dB
System Chime #7	-20 dB
System Chime #8	-20 dB
System Chime #9	-20 dB
System Chime #10	-20 dB
System Chime #11	-20 dB
System Chime #12	-20 dB
User Chime #1	-20 dB
User Chime #2	-20 dB
User Chime #3	-20 dB
User Chime #4	-20 dB

☒ Chime Preview

FIGURE 77. Audio Levels Page – Chime Volumes Group Box

IMPORTANT:

User Chimes are only present when the Audio Package is installed.

To **configure chime volumes**, do the following:

- From the Volume column spin box, adjust the **volume for the System or User Chime** desired.
- Select the **Chime Preview check box** to hear a preview of the chime on the keypanel each time a new chime is selected or while the volume is being adjusted.

## Advanced Page

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased; otherwise, they do not display.

Keypanel Configuration

Panel Options | Display | Key Options | Audio Options | Audio Levels | **Advanced** | Filters

AGC

Mic	Attack Time	Decay Time
Front Panel Mic	1 msec	500 msec
Rear Panel Mic	1 msec	500 msec
Left Headset Mic	1 msec	500 msec
Right Headset Mic	1 msec	500 msec

Compression

Mic	Ratio
Front Panel Mic	3:1
Rear Panel Mic	3:1
Left Headset Mic	3:1
Right Headset Mic	3:1

Noise Gate

Input	Threshold
Front Panel Mic	Disabled
Rear Panel Mic	Disabled
Left Headset Mic	Disabled
Right Headset Mic	Disabled

Mixing

	Front Panel Mic	Rear Panel Mic	Matrix In	OMNEO 2	OMNEO 3	OMNEO 4	OMNEO 5	OMNEO 6	OMNEO 7	OMNEO 8	Left Headset Mic	Right Headset Mic
Front Speaker	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear Speaker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To Matrix	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preamp Out	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OMNEO 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Left Headset (Left)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Left Headset (Right)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Right Headset (Left)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Right Headset (Right)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Mix Mode: Switched

Gating

Input	Threshold
Front Panel Mic	Disabled
Rear Panel Mic	Disabled
Matrix In	Disabled
OMNEO 2	Disabled
OMNEO 3	Disabled
OMNEO 4	Disabled
OMNEO 5	Disabled
OMNEO 6	Disabled
OMNEO 7	Disabled
OMNEO 8	Disabled
Left Headset Mic	Disabled
Right Headset Mic	Disabled

Load Save All Save Changes Apply Cancel

FIGURE 78. Keypanel Configuration – Advanced

### AGC Group Box

The **AGC** (Automatic Gain Control) group box is used to set the speed at which a microphone becomes active and the speed at which a sustainable level is achieved through the use of the Attack menu and the Decay menu. You can set these levels for the front, rear, and headset microphones used with the keypanel. For information on available selections, see “AGC” on page 184.

AGC

Mic	Attack Time	Decay Time
Front Panel Mic	1 msec ▾	500 msec
Rear Panel Mic	1 msec	500 msec
Left Headset Mic	1 msec	500 msec
Right Headset Mic	1 msec	500 msec

**FIGURE 79.** Advanced Page – AGC Group Box

To **configure AGC**, do the following:

1. From the Attack Time column drop down menu, select the **speed to configure for Attack** (microphone is active).
2. From the Decay Time column drop down menu, select the **speed to configure for Decay** (microphone is at sustainable level).

## Mixing Group Box

The **Mixing** group box allows you to route selected input audio signals to different destinations. For a complete list of destinations and more information, see “Mixing” on page 193.

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased, otherwise, they do not display.

	Front Panel Mic	Rear Panel Mic	Matrix In	OMNEO 2	OMNEO 3	OMNEO 4	OMNEO 5	OMNEO 6	OMNEO 7	OMNEO 8	Left Headset Mic	Right Headset Mic
Front Speaker	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rear Speaker	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To Matrix			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Preamp Out			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
OMNEO 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Left Headset (Left)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Left Headset (Right)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Right Headset (Left)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Right Headset (Right)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Mix Mode: Switched  
Switched  
 Always On

FIGURE 80. Advanced Page – Mixing Group Box

To **mix inputs and outputs**, do the following:

1. Using both axis lists, select the **check boxes that correlate to the inputs and outputs you want to mix.**
2. From the Mix Mode drop down menu, select **Switched** or **Always On**.

For more information on Mix Mode, see “Mix Mode” on page 195.

**IMPORTANT:** Not every input can be mixed to every output. Check boxes are not present for mixes that cannot be set here. Some mixes are made using the Headset/Speaker and Headset Mic/Panel Mic menus when setting the modes to Always On/Enabled, Disabled, or Switched.

### Compression Group Box

The **Compression** group box is used to change the audio’s gain, meaning audio above the noise gate threshold is changed according to the compression ratio selected. The compression is used to change the dynamic range of the mic input. This means loud sounds are softened; while soft sounds are amplified.

**IMPORTANT:** Compression ratios 4:1, 5:1, and 6:1 are only available with the purchase of the Audio Package. For more information, see “Audio and Control Packages” on page 293.

For more information on compression values available, see “Compression” on page 185.

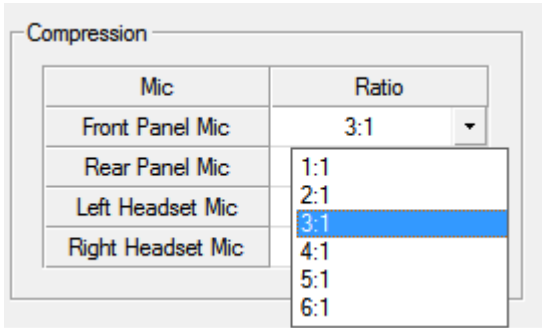


FIGURE 81. Advanced Page – Compression Group Box

To **configure compression on a microphone**, do the following:

- > From the Ratio column drop down menu, select the **compression ratio** desired.

## Gating Group Box

The **Gating** group box is used to minimize or eliminate background noise problems by shutting off an audio source when the audio level drops below a certain threshold.

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased, otherwise, they do not display.

The range for the gating threshold is *-17dB* to *+18dB*, and *Disabled*.  
By default, the gating threshold is set to *Disabled*.

Gating	
Input	Threshold
Front Panel Mic	Disabled
Rear Panel Mic	Disabled
Matrix In	Disabled
OMNEO 2	Disabled
OMNEO 3	Disabled
OMNEO 4	Disabled
OMNEO 5	Disabled
OMNEO 6	Disabled
OMNEO 7	Disabled
OMNEO 8	Disabled
Left Headset Mic	Disabled
Right Headset Mic	Disabled

**FIGURE 82.** Advanced Page – Gating Group Box

To **configure gating on an input**, do the following:

- > Using the Threshold column enable and set the **threshold you desire for the input of your choice**.

## Noise Gate Group Box

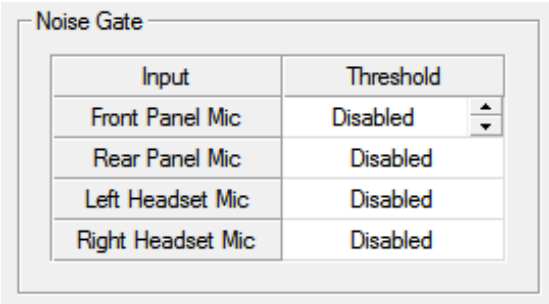
The **Noise Gate** group box is used to enable, disable or adjust (if licensed) the audio level at which the mic turns on.

If not licensed, noise gate can be enabled or disabled. When enabled, microphone noise gate is set to -72dBu; when the noise gate is disabled, the microphone is always on.

If licensed for the Audio Package, you have the ability to adjust the threshold level of the noise gate, giving you more flexibility configuring the noise gate.

Available options are: *Disabled, -87 dBu, -84 dBu, -81 dBu, -78 dBu, -75 dBu, -72 dBu, -69 dBu, -66 dBu, -63 dBu, -60 dBu, -57 dBu, -54 dBu, -51 dBu, -48 dBu, -48 dBu, or -42 dBu.*

For more information, see “Noise Gate” on page 195.



**FIGURE 83.** Advanced Page – Noise Gate Group Box

To **enable and adjust the noise gate**, do the following:

- > Using the scroll box in the Threshold column, enable and set the **threshold for the input desired**.



## Filters Page

The **Filters** page is used to add input and output bandpass filters, frequency response (equalization) filters or notch filters to a Matrix In source.

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased, otherwise, they do not display.

**Keypanel Configuration**

Panel Options | Display | Key Options | Audio Options | Audio Levels | Advanced | **Filters**

**Input Bandpass Filters**

Input	Enabled	Low Freq	High Freq
OMNEO 2	<input type="checkbox"/>	0 Hz	22 kHz
OMNEO 3	<input type="checkbox"/>	0 Hz	22 kHz
OMNEO 4	<input type="checkbox"/>	0 Hz	22 kHz
OMNEO 5	<input type="checkbox"/>	0 Hz	22 kHz
OMNEO 6	<input type="checkbox"/>	0 Hz	22 kHz
OMNEO 7	<input type="checkbox"/>	0 Hz	22 kHz
OMNEO 8	<input type="checkbox"/>	0 Hz	22 kHz

**Input Equalization Filters**

Input	Enabled	Preset	Low Freq	High Freq	Gains
Front Panel Mic	<input checked="" type="checkbox"/>		50 Hz	12.6 kHz	<edit>
Rear Panel Mic	<input checked="" type="checkbox"/>		50 Hz	12.6 kHz	<edit>
Matrix In	<input type="checkbox"/>		15.6 Hz	20 kHz	<edit>
Left Headset Mic	<input checked="" type="checkbox"/>		50 Hz	12.6 kHz	<edit>
Right Headset Mic	<input checked="" type="checkbox"/>		50 Hz	12.6 kHz	<edit>

**Output Bandpass Filters**

Output	Enabled	Low Freq	High Freq
To Matrix	<input type="checkbox"/>	0 Hz	22 kHz
Preamp Out	<input type="checkbox"/>	0 Hz	22 kHz
OMNEO 2	<input type="checkbox"/>	0 Hz	22 kHz
VM Playback	<input type="checkbox"/>	0 Hz	22 kHz
Left Headset (Left)	<input type="checkbox"/>	0 Hz	22 kHz
Left Headset (Right)	<input type="checkbox"/>	0 Hz	22 kHz
Right Headset (Left)	<input type="checkbox"/>	0 Hz	22 kHz
Right Headset (Right)	<input type="checkbox"/>	0 Hz	22 kHz

**Output Equalization Filters**

Output	Enabled	Preset	Low Freq	High Freq	Gains
Front Speaker	<input type="checkbox"/>		15.6 Hz	20 kHz	<edit>
Rear Speaker	<input type="checkbox"/>		15.6 Hz	20 kHz	<edit>

Notch Filter Mode:

Load Save All Save Changes Apply Cancel

FIGURE 84. Keypanel Configuration – Filters Page

### Input Bandpass Filters Group Box

The **Input Bandpass Filters** group box is used to enable bandpass filters which set a low and high frequency range where frequencies within the two (2) frequency points are passed and anything outside of the range is rejected.

**IMPORTANT:** OMNEO 3 through OMNEO 8 only appear when the Audio Package is purchased, otherwise, they do not display.

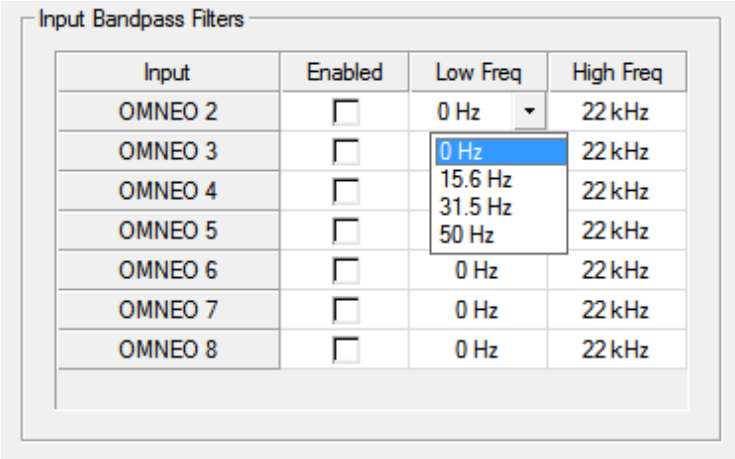


FIGURE 85. Filters Page – Input Bandpass Filters Group Box

To **configure input bandpass filters**, do the following:

1. Select the **Enabled column check box** for the input you want to set a bandpass filter.
2. From the Low Freq column drop down menu, select the **low frequency** you desire.
3. From the High Freq column drop down menu, select the **high frequency** you desire.

## Output Bandpass Filters Group Box

The **Output Bandpass Filters** group box is used to enable bandpass filters which set a low and high frequency range where frequencies within the two (2) frequency points are passed and anything outside of the range is rejected.

Output	Enabled	Low Freq	High Freq
To Matrix	<input checked="" type="checkbox"/>	0 Hz	22 kHz
Preamp Out	<input type="checkbox"/>	0 Hz	22 kHz
OMNEO 2	<input type="checkbox"/>	0 Hz	16 kHz
VM Playback	<input type="checkbox"/>	0 Hz	8 kHz
Left Headset (Left)	<input type="checkbox"/>	0 Hz	22 kHz
Left Headset (Right)	<input type="checkbox"/>	0 Hz	22 kHz
Right Headset (Left)	<input type="checkbox"/>	0 Hz	22 kHz
Right Headset (Right)	<input type="checkbox"/>	0 Hz	22 kHz

**FIGURE 86.** Filters Page – Output Bandpass Filters Group Box

To **configure output bandpass filters**, do the following:

1. Select the **Enabled column check box** for the input you want to set a bandpass filter.
2. From the Low Freq column drop down menu, select the **low frequency** you desire.
3. From the High Freq column drop down menu, select the **high frequency** you desire.

### Input Equalization Filters Group Box

**Equalization** allows the user to select predefined settings that modify the frequency envelope of an audio channel. This is a 5-band equalizer. Each preset provides a different EQ to be applied to the audio.

For more information on available options, see “Equalization” on page 187.

**IMPORTANT:** Included in the purchased audio package, is an adjustable 5-band equalizer giving you the ability adjust the low and high frequency cutoff filters and the gain for each band. This feature is in addition to the preset frequencies that comes standard on the keypad. If the audio package is not purchased the high, low frequency and band gains all display as read only.

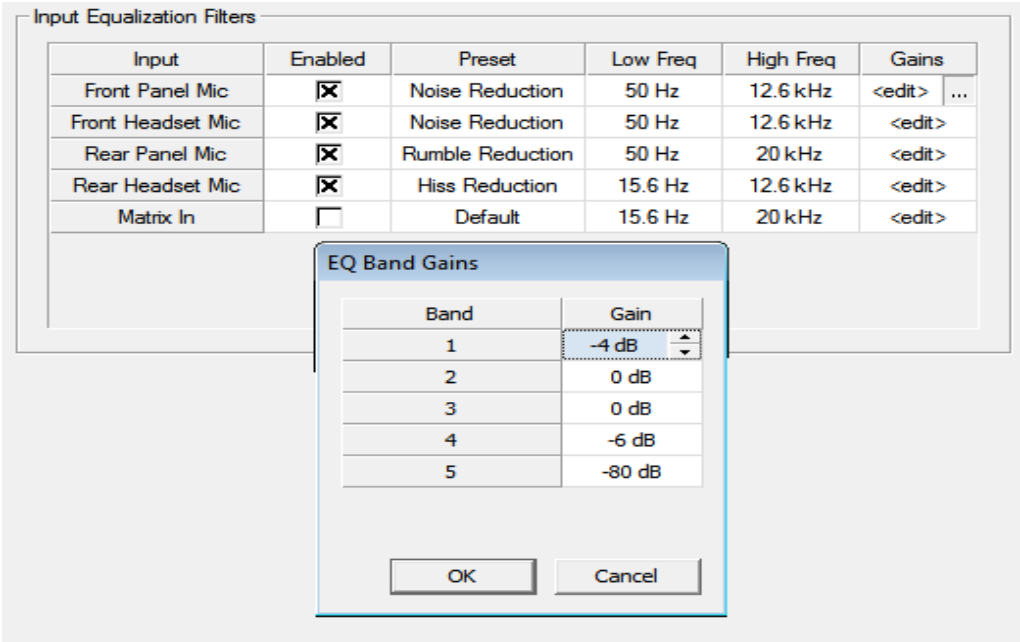



FIGURE 87. Filters Page – Input Equalization Filters Group Box

To **configure the input equalization filters**, do the following:

- 1. Select the **Enabled column check box** next to the input you want to filter.
- 2. From the Preset column drop down menu, select the **preset you want to use**, if desired.

**IMPORTANT:** You can only change the frequencies and gains if licensed.

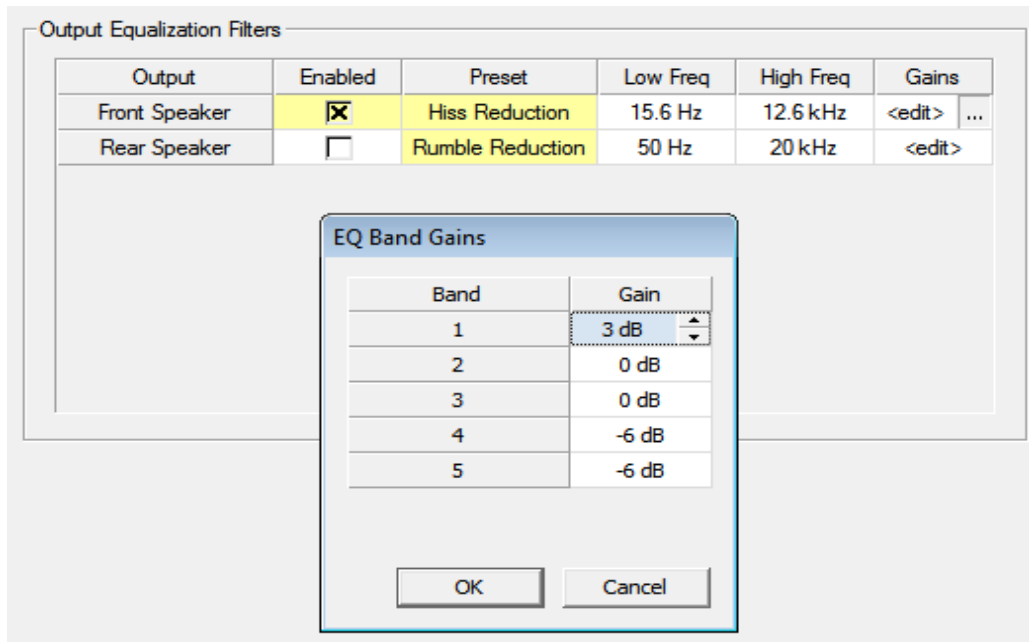
- 3. From the Low Freq column drop down menu, select the **low frequency** you desire.
- 4. From the High Freq column drop down menu, select the **high frequency** you desire.
- 5. Click the Gain column **browse button**  .  
*The Band Gain window appears.*
- 6. Using the Gain scroll box, adjust the **gain for the appropriate band**.
- 7. Click **OK**.

## Output Equalization Filters Group Box

**Equalization** allows the user to select predefined settings that modify the frequency envelope of an audio channel. This is a 5-band equalizer. Each preset provides a different EQ to be applied to the audio.

For more information on available options, see “Equalization” on page 187.

**IMPORTANT:** Included in the purchased audio package, is an adjustable 5-band equalizer giving you the ability adjust the low and high frequency cutoff filters and the gain for each band. This feature is in addition to the preset frequencies that comes standard on the keypanel.




**FIGURE 88.** Filters Page – Output Equalization Filters Group Box

To **configure the output equalization filters**, do the following:

1. Select the **Enabled column check box** next to the output you want to filter.
2. From the Preset column drop down menu, select the **preset you want to use**, if desired.

**IMPORTANT:** You can only change the frequencies and gains if licensed.

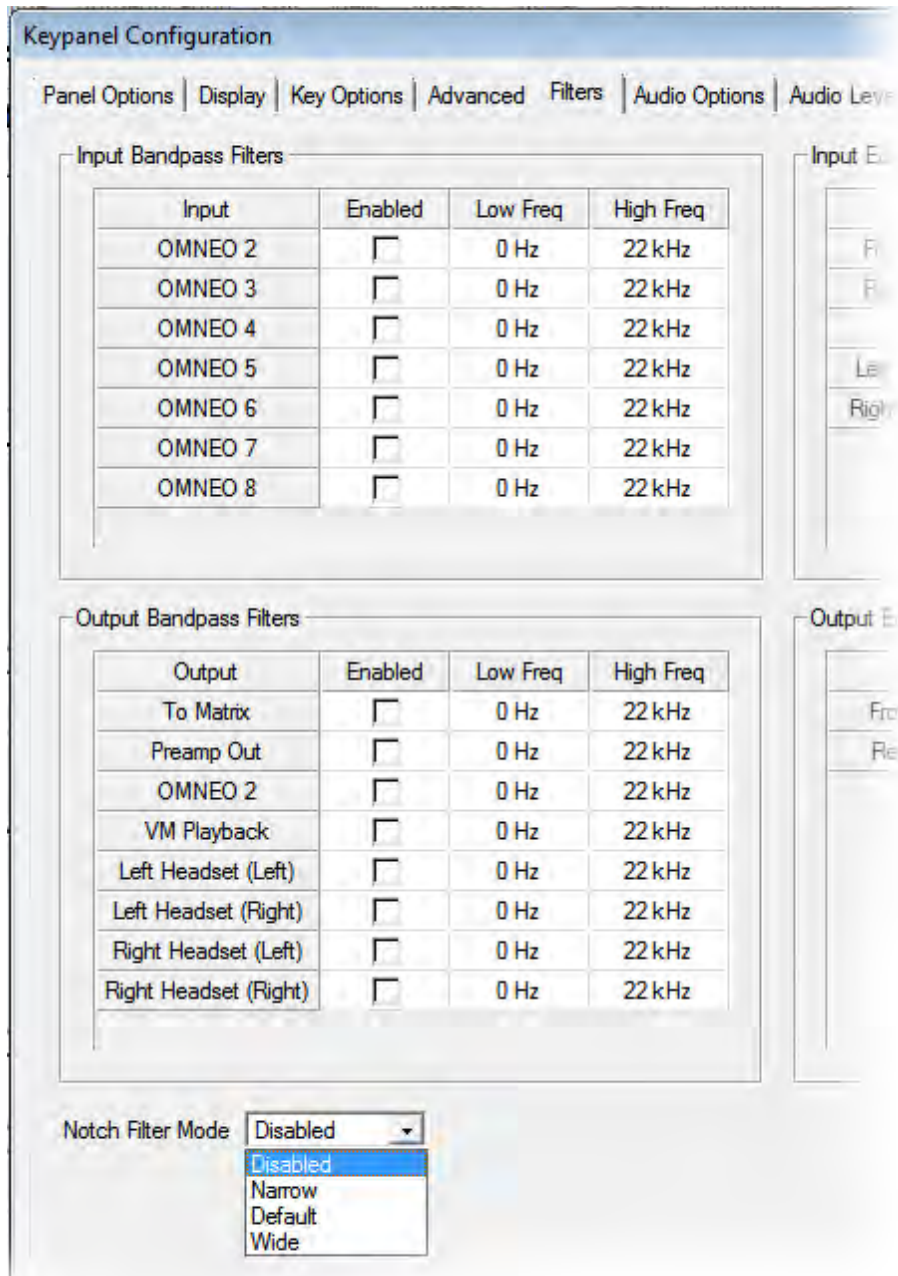
3. From the Low Freq column drop down menu, select the **low frequency** you desire.
4. From the High Freq column drop down menu, select the **high frequency** you desire.
5. Click the Gain column **browse button**  .  
The *Band Gain* window appears.
6. Using the Gain scroll box, adjust the **gain for the appropriate band**.
7. Click **OK**.

## Notch Filter Mode

The **Notch** menu allows you to add a notch filter to the Matrix In source. This can be useful when the keypanel data port signal is being heard in the audio line due to cable routing problems.

For descriptions of the available selections, see “Notch” on page 190.

By default, the notch filter is set to *Disabled*.



**FIGURE 89.** Filters Page – Notch Filter Mode Selection

To **set the notch filter**, do the following:

- From the Notch Filter Mode drop down menu, select **Disabled**, **Narrow**, **Default**, or **Wide**.

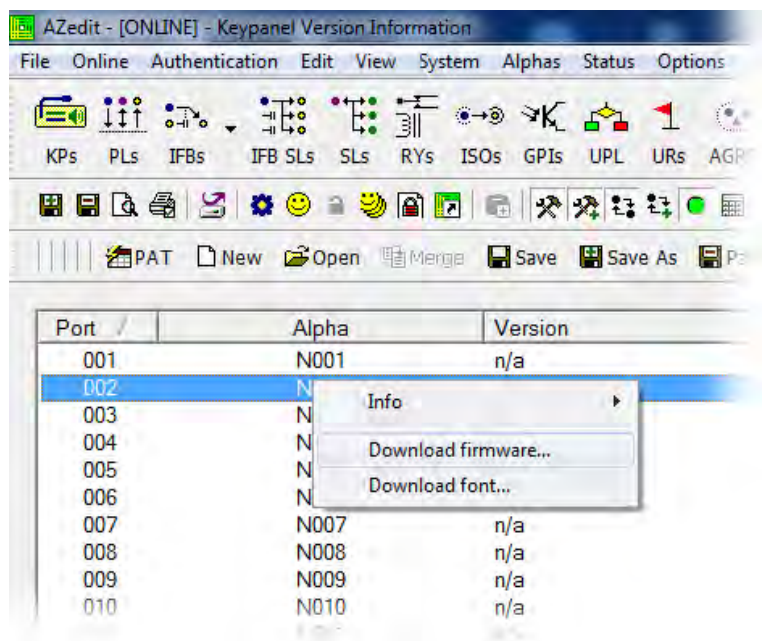
# Firmware Download

**NOTE:** The instructions provided below are shown using the KP-5032, but are applicable for all family keypanels.

## Download Firmware to the KP-5032/4016 From AZedit

To **download firmware to the keypanel**, do the following:

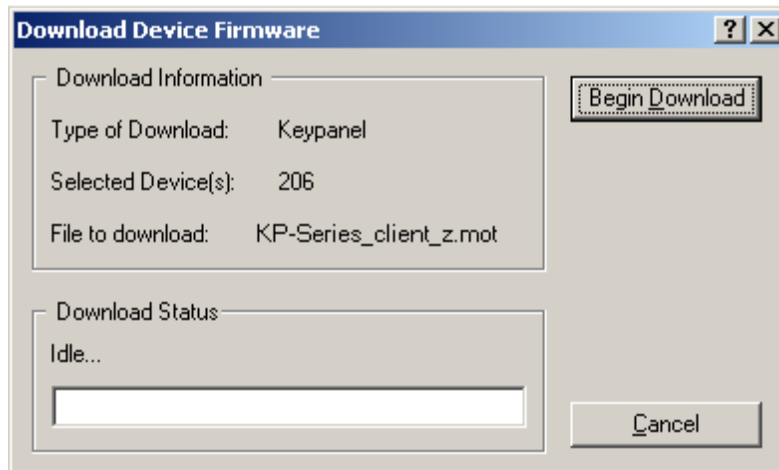
1. Open **AZedit**.
2. From the Status menu, select **Port**.  
*The Port Status window appears.*
3. Find the **port number** where the KP-5032/4016 is assigned.



4. Highlight the **Port** (keypanel) to be updated.  
*You may select more than one (1) at a time by holding CTRL key down while you select.*
5. Right-click the **highlighted selections**.  
*A popup menu appears.*
6. Select **Download firmware....**  
*The Firmware Download window appears.*

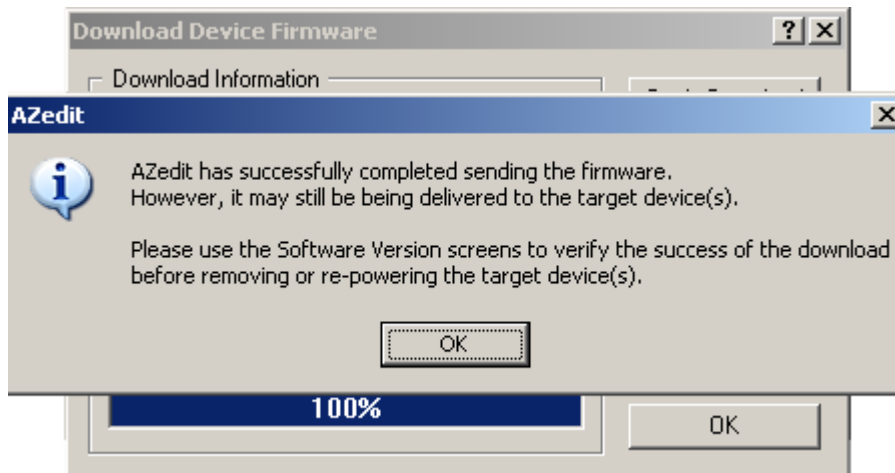
7. Using the browse button, browse to the **file to be downloaded**.
8. Click **Open**.

*The Download Device Firmware window appears.*



9. Click **Begin Download**.

*The download begins.*



10. Click **OK**.

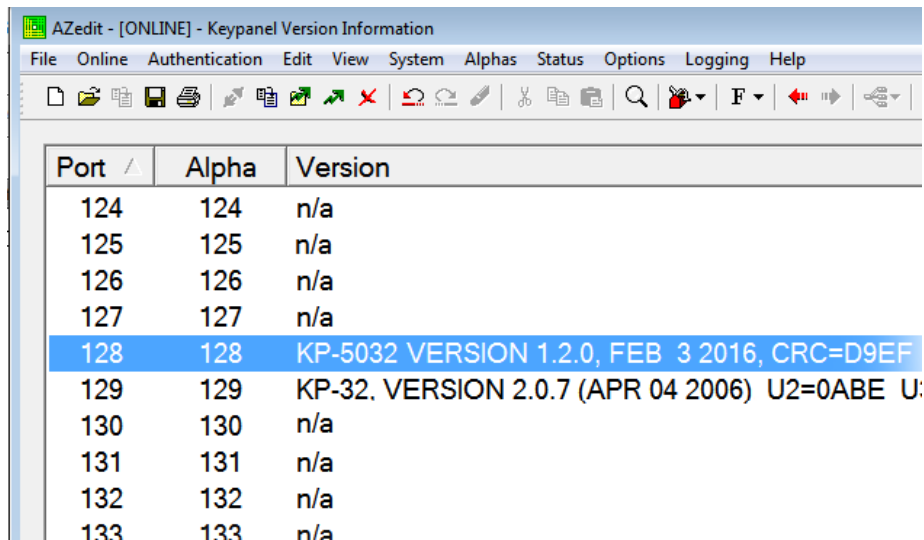
*The KP-5032/4016 firmware download finishes.*

#### NOTE:

- This can take up to 2 minutes to complete if connected via OMNEO and up to 15 minutes to complete if connected via AIO. Use the Keypanel Version Information window to follow the progress of the download. Also, the keypanel displays Firmware Download on the panel display until the download is complete.
- The KP-5032/4016 resets itself once the firmware download is complete and the flash reprogrammed.
- While the firmware is downloading, chunk progress is displayed by incremental blocks. Also, the keypanel displays an icon warning not to turn off the panel while the flash is being reprogrammed.



11. In the Keypanel Version Information window, verify the **version upgrade**.



Port	Alpha	Version
124	124	n/a
125	125	n/a
126	126	n/a
127	127	n/a
128	128	KP-5032 VERSION 1.2.0, FEB 3 2016, CRC=D9EF
129	129	KP-32, VERSION 2.0.7 (APR 04 2006) U2=0ABE U:
130	130	n/a
131	131	n/a
132	132	n/a
133	133	n/a

### *Download Firmware to the Keypanel Using the Firmware Upload Tool*

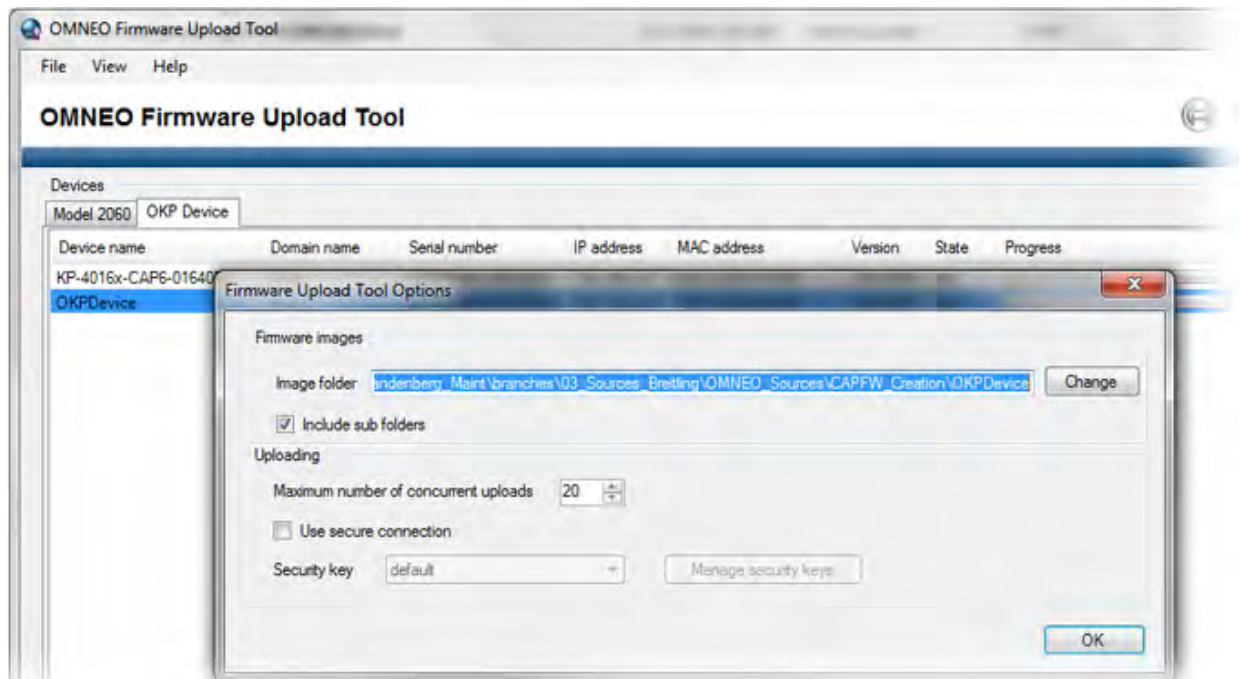
Required Firmware version:

*FWUT*

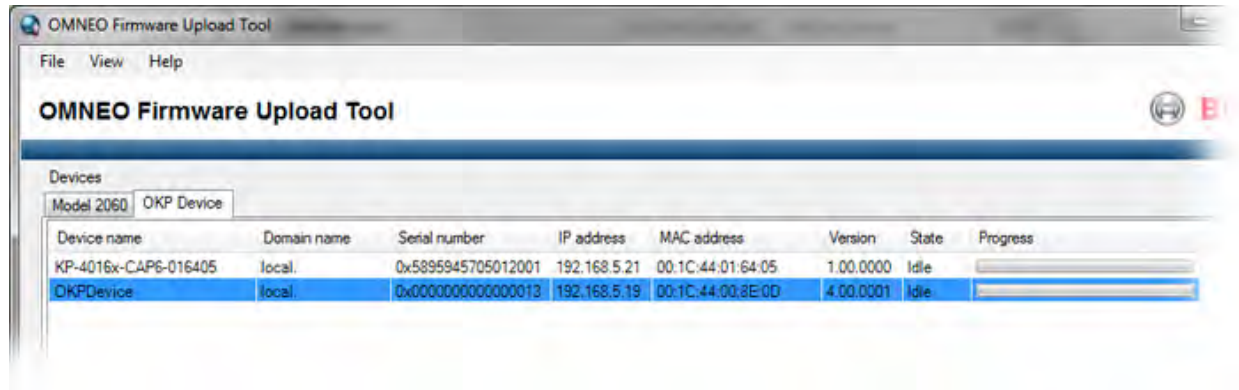
*V2.4.0 or later*

To **download firmware to the keypanel**, do the following:

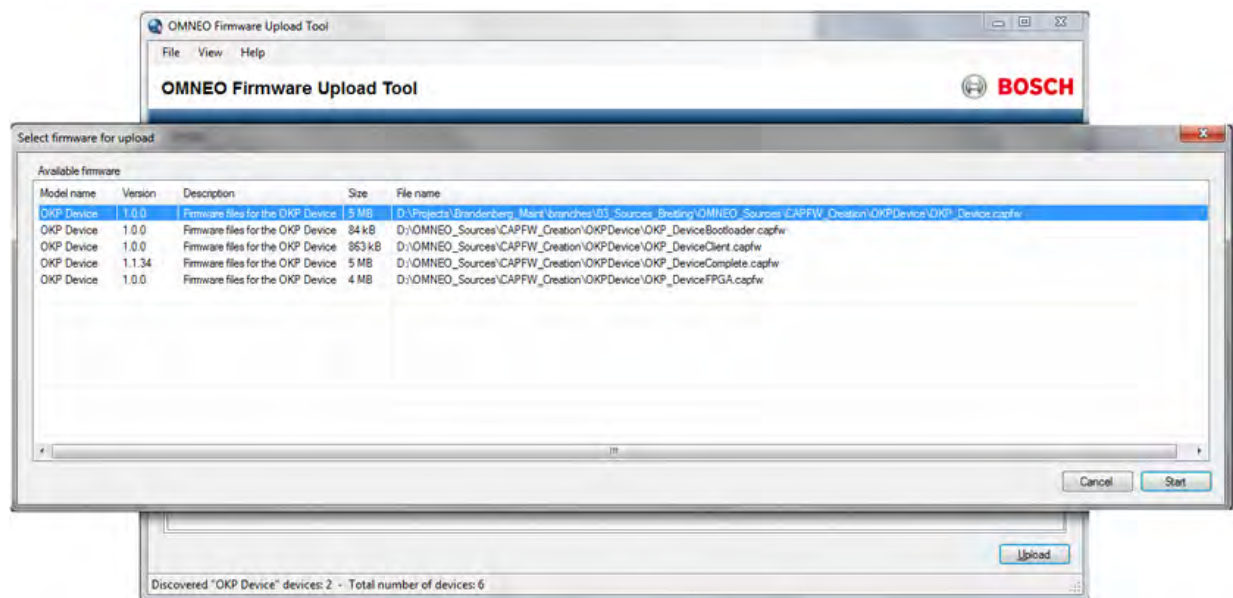
1. Open the **Firmware Upload Tool**.
2. From the File menu, select **Options**.  
*The Firmware Upload Tool Options window appears.*



3. Click the **Change** button.  
*The folder network window appears.*
4. Navigate to the **folder** where the firmware resides.
5. Click **OK**.
6. Click **OK**, again.  
*The Firmware Upload Tool Options window closes.*
7. From the OKP Device page, select the **device** you want to update.



8. Click the **Upload** button.  
*The Select Firmware for Upload window appears.*
9. From the list of firmware, select the **firmware** you want to download.



10. Click the **Start** button.
11. Once the firmware has been updated, the keypanel **reboots** automatically.

---

## *Enable Downloading New Bootloader from the Keypanel*

By default, the keypanel does not allow downloading different bootloader versions – this can be enabled in the keypanel menu.

To **enable the bootloader firmware downloads on the keypanel**, do the following:

1. While pressing the Main Vol and Aux Vol encoders on the front of the keypanel at the same time, press the **MENU button**.  
*The main menu appears in the panel display.*
2. Using the left and right arrow buttons, select **Service**.
3. Press the **SEL button**.  
*The Service menu options appear in the panel display.*
4. Using the left and right arrow buttons, select **Boot Code**.
5. Press the **SEL button**.  
*Allow Download and Version X.X.X (where X represents version numbers) appears in the panel display.*
6. Using the left and right arrow buttons, select **Allow Download**.
7. Press the **SEL button**.  
*The keypanel now allows download of new bootloader firmware.*

**NOTE:** If the keypanel is powered off or loses power, the state of the Allow Download option resets to not enabled. You must reconfigure the option for it to allow new bootloader firmware to be downloaded.

---

## *Download Firmware Using the Bootloader*

The **Bootloader** is used to upload a new bootloader image or to upgrade the keypanel firmware if it is corrupt or fails and makes downloading of new firmware impossible.

If the keypanel firmware is corrupt, the panel may boot automatically into the bootloader. However, if the keypanel firmware appears valid, but fails to run properly, you may need to force the keypanel into the bootloader in order to download the new firmware.

**NOTE:** The instructions provided below are shown using the KP-5032 family keypanels.

### **Run the Bootloader**

To **run the bootloader**, do the following:

1. Power **off** the keypanel.
2. Verify the **KP-5032/4016 is powered off**, but still connected to the FRAME.

3. At the same time, press and hold **keypanel key 15 in the listen position (up)** and **keypanel key 16 in the talk position (down)**, while you connect the **power cord** to the keypanel.

*KP-5032/4016 - Boot Loader Waiting for download... appears in the panel display.*



4. In AZedit, from the Status menu, select **Software Versions**.  
*The Software Versions popup menu appears.*
5. From the Software Versions popup menu, select **Keypanels**.  
*The Keypanel Version Information window appears.*

Port /	Alpha	Version
124	124	n/a
125	125	n/a
126	126	n/a
127	127	n/a
128	128	KP-5032 BOOT LOADER, VERSION 1.2.0, FEB 3 2016, CRC=D9EF
129	129	KP-32, VERSION 2.0.7 (APR 04 2006) U2=0ABE U3=F4C1
130	130	n/a
131	131	n/a
132	132	n/a
133	133	n/a
134	134	n/a
135	135	n/a

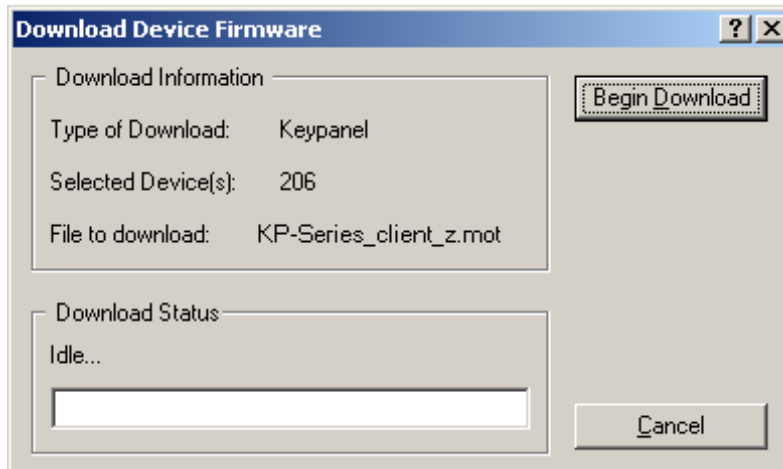
6. From the Keypanel Version Information window, find and select the **specified KP-5032/4016**.

**NOTE:** Notice the Version column is showing KP-5032/4016 Bootloader Version 1.2.0 is shown.

7. Right-click on the **KP-5032/4016**.  
*A popup menu appears.*
8. From the popup menu, select **Download Firmware....**  
*The Firmware Download navigation window appears.*
9. Navigate to and select your **firmware file** (i.e., KP-Series\_client\_z.mot).

10. Click **Open**.

*The Download Device Firmware window appears.*



11. Click **Begin Download**.

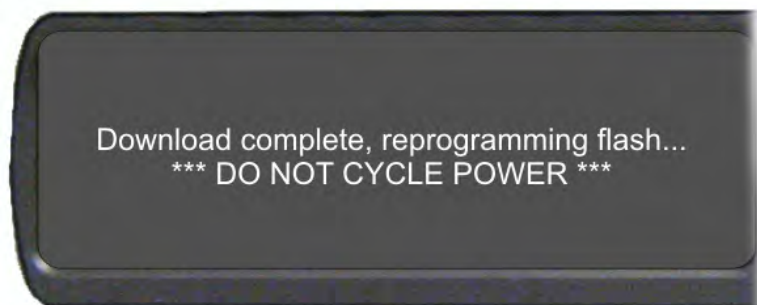
*The Download begins and a popup message appears.*

12. Click **OK**.

*The KP-5032/4016 firmware download finishes.*

**NOTE:** This can take up to 15 minutes to complete if connected via AIO. Use the Keypanel Version Information window to follow the progress of the download (the number and percentage of chunks completed). Also, the firmware progression is displayed on the keypanel display until the download is complete.

**NOTE:** Once the Boot Loader is finished downloading, it reboots itself and reprograms the flash.



---

## *Display the FPGA Version on the Keypanel*

To **display the FPGA version currently installed in the keypanel**, do the following:

1. While pressing the Main Vol and Aux Vol encoders on the front of the keypanel at the same time, press the **MENU button**.  
*The main menu appears in the panel display.*
2. Using the left and right arrow buttons, select **Service**.
3. Press the **SEL button**.  
*The Service menu options appear in the panel display.*
4. Using the left and right arrow buttons, select **FPGA Version**.
5. Press the **SEL button**.  
*Version X.X.X (where X represents the FPGA version numbers) appears in the panel display.*

---

## *Download and Upgrade the FPGA to the KP-5032/4016*

There are four (4) phases to upgrading the FPGA on a keypanel:

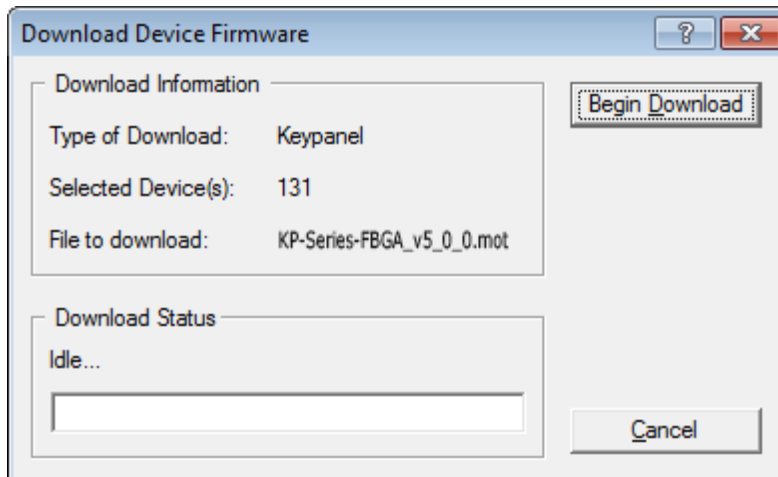
- Downloading the FPGA firmware to the matrix
- Downloading the FPGA firmware to the keypanel
- Processing the download
- Reprogramming the keypanel

To **download the FPGA to the keypanel**, do the following:

1. Open **AZedit**.
2. From the Status menu, select **Software Versions|Keypanels**.  
*The Keypanel Version Information window appears.*
3. Find the **port number** where the KP-5032/4016 is assigned.
4. Highlight the **Port** (keypanel) to be updated.  
*You may select more than one (1) at a time by holding CTRL key down while you select.*
5. Right-click the **highlighted selections**.  
*A popup menu appears.*
6. Select **Download Firmware**.  
*The Firmware Download window appears.*
7. Using the browse button, navigate to the **FPGA file** you want to use.

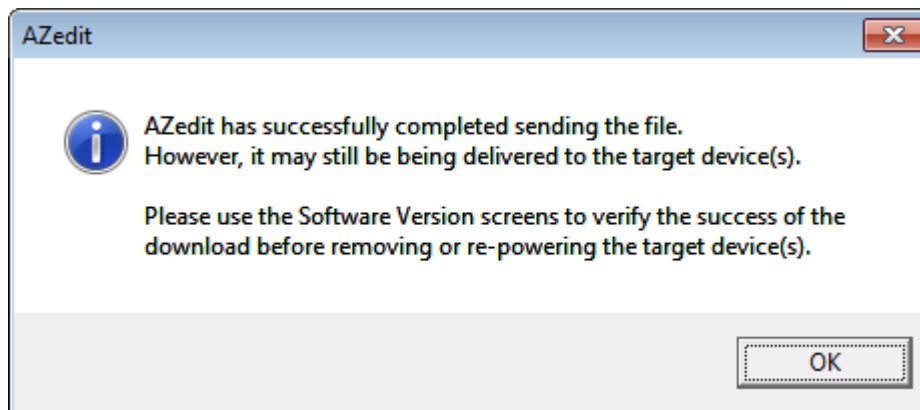
8. Click **Open**.

*The Download Device Firmware window appears.*



9. Click **Begin Download**.

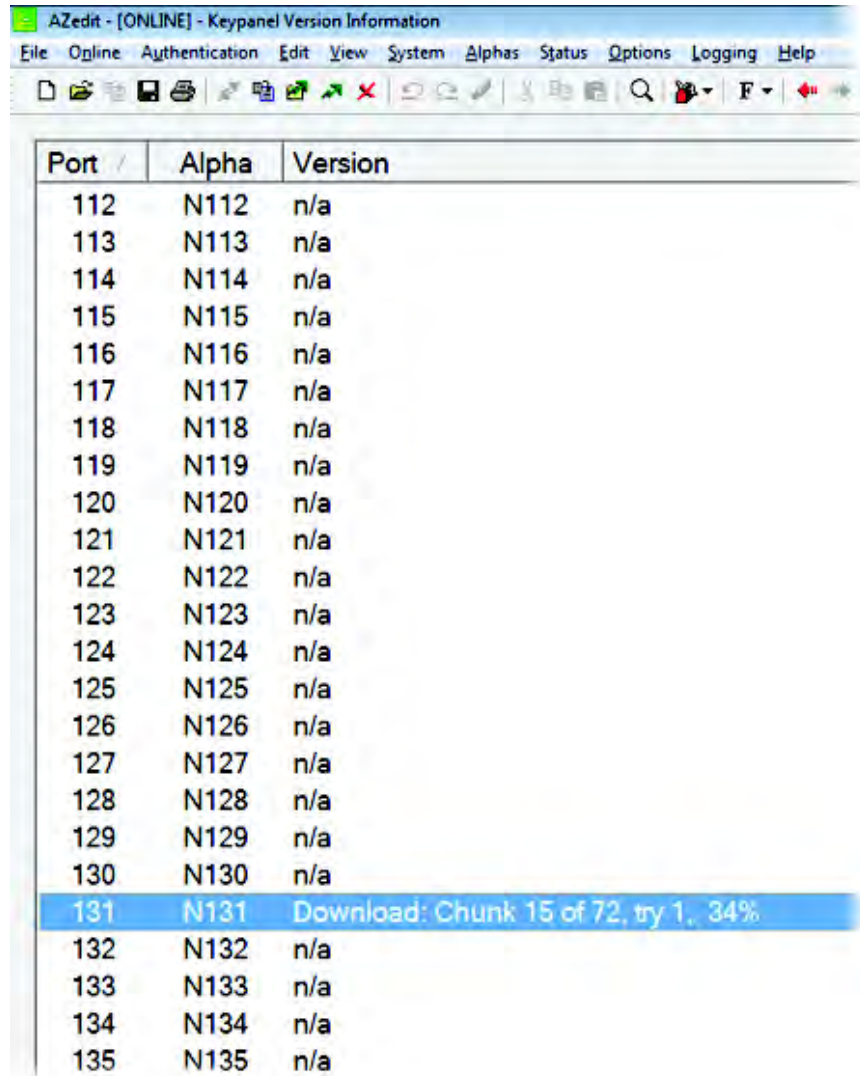
*The download begins. A progress bar appears to show the progress of the download.*



10. Click **OK**.

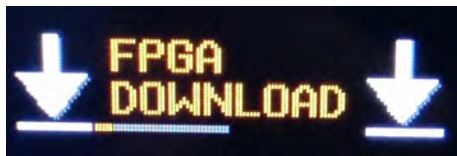
*The KP-5032/4016 firmware download to the Matrix finishes. The Download FPGA Firmware To The Keypanel begins.*

11. Verify the Keypanel Version Information window is displaying the **numbers of chunks (of data) transferred to the keypanel**.



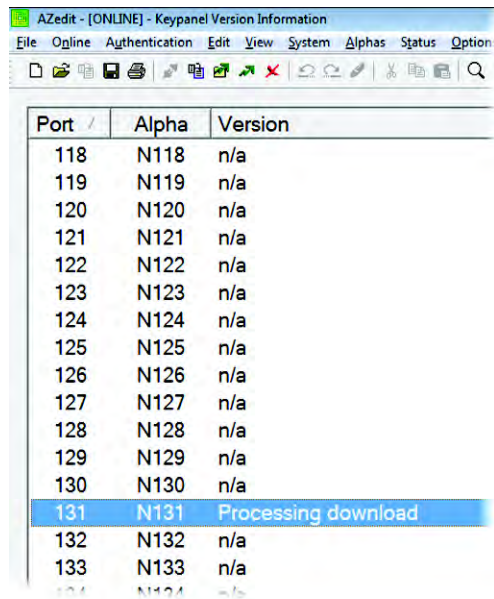
Port /	Alpha	Version
112	N112	n/a
113	N113	n/a
114	N114	n/a
115	N115	n/a
116	N116	n/a
117	N117	n/a
118	N118	n/a
119	N119	n/a
120	N120	n/a
121	N121	n/a
122	N122	n/a
123	N123	n/a
124	N124	n/a
125	N125	n/a
126	N126	n/a
127	N127	n/a
128	N128	n/a
129	N129	n/a
130	N130	n/a
131	N131	Download: Chunk 15 of 72, try 1, 34%
132	N132	n/a
133	N133	n/a
134	N134	n/a
135	N135	n/a

12. Verify the keypanel displays the **FPGA Downloading icon with progression bar**.  
*Once the download is complete, the keypanel has to process the downloaded file.*



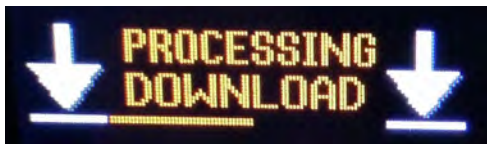


13. Verify the Keypanel Version Information window displays **Processing download** on the keypanel port you chose.



Port /	Alpha	Version
118	N118	n/a
119	N119	n/a
120	N120	n/a
121	N121	n/a
122	N122	n/a
123	N123	n/a
124	N124	n/a
125	N125	n/a
126	N126	n/a
127	N127	n/a
128	N128	n/a
129	N129	n/a
130	N130	n/a
131	N131	Processing download
132	N132	n/a
133	N133	n/a

14. Verify the keypanel displays the **Processing Download icon with progression bar**.



Once the keypanel is finished processing the download, the keypanel begins to reprogram. The keypanel flashes a Reprogramming: Do Not Turn Off icon in the display panel. This can take several minutes.



Once the reprogramming is complete, the keypanel reboots.

---

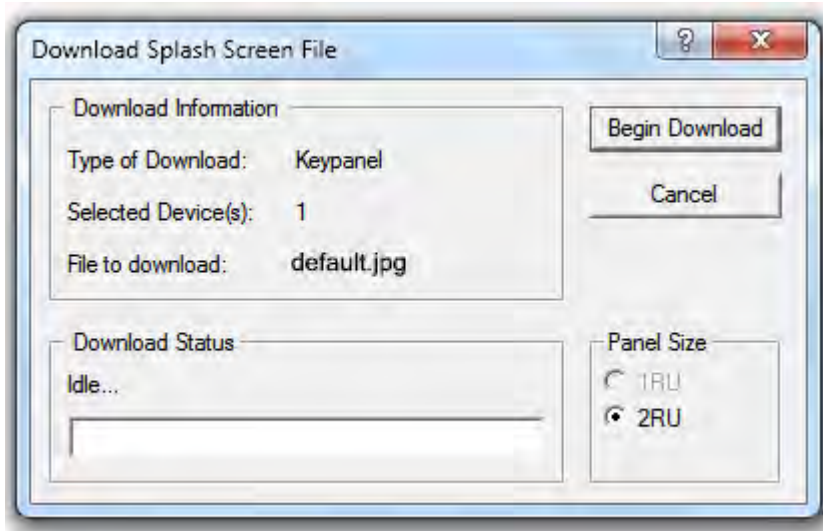
## Download a Splash Screen

---

**IMPORTANT:** The maximum bitmap size is 576 x 90. If the bitmap is smaller than the full screen dimensions, the keypanel centers the bitmap horizontally and vertically on the display and fills the background with the same color as the pixel in the top left corner of the splash screen.

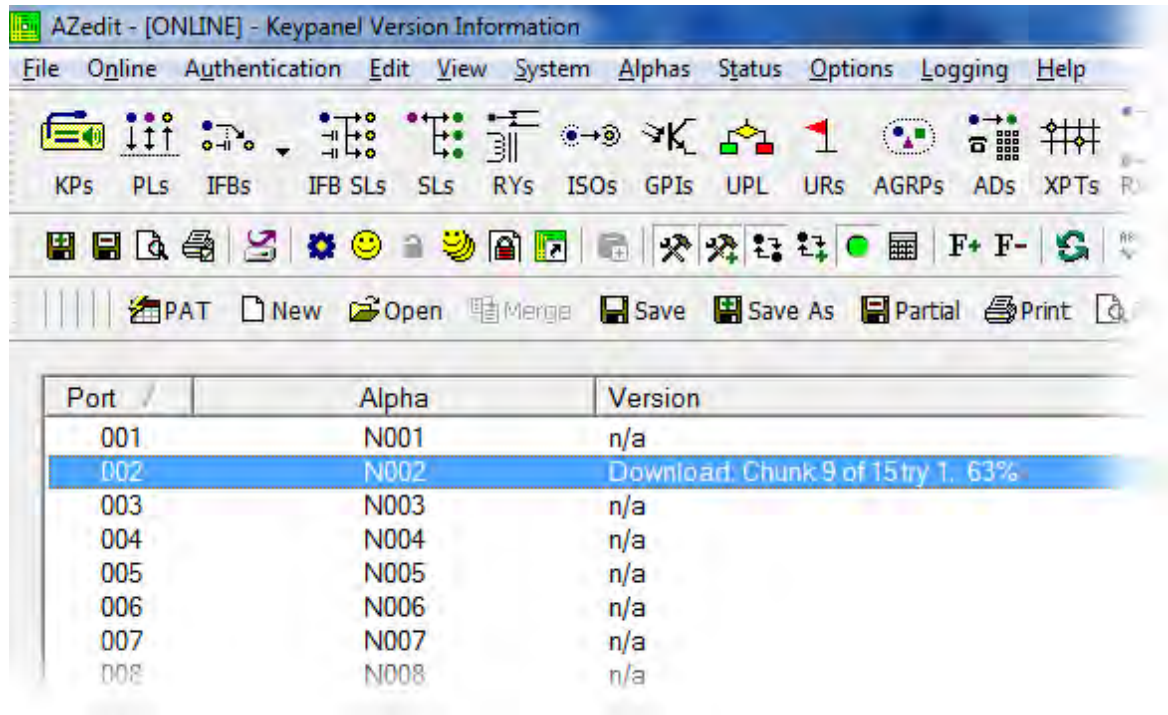
---

1. Open **AZedit**.
2. From the Status menu, select **Software Versions|Keypanels**.  
*The Keypanel Version Information window appears.*
3. Find the **port number** where the KP-5032/4016 is assigned.
4. Highlight the **Port** (keypanel) to be updated.  
*You may select more than one (1) at a time by holding CTRL key down while you select.*
5. Right-click the **highlighted selections**.  
*A popup menu appears.*
6. Select **Download splash screen...**.  
*The Splash Screen Download window appears.*
7. Click **Open**.  
*The Download Splash Screen File window appears.*

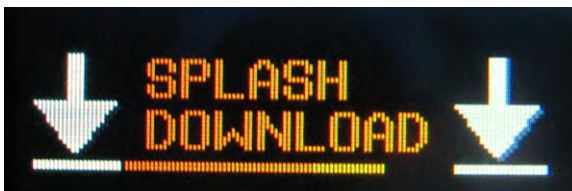


8. In the Panel Size group box, select **1RU** or **2RU**.
9. Click **Begin Download**.  
*The download begins. A progress bar appears to show the progress of the download. Once the download is complete the Download Splash Screen File window closes.*

10. Verify the Keypanel Version Information window is displaying the **numbers of chunks (of data) transferred to the keypanel**.



11. Verify the keypanel displays the **Splash Screen Downloading icon with progression bar**.  
*Once the download is complete, the keypanel has to process the downloaded file.*



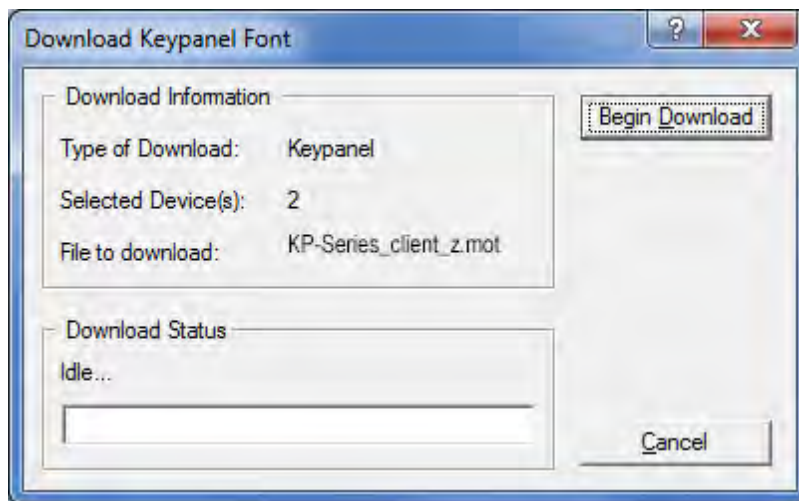
Once the keypanel is finished processing the download, the keypanel begins to reprogram. The keypanel flashes a Reprogramming: Do Not Turn Off icon in the display panel. This can take several minutes.



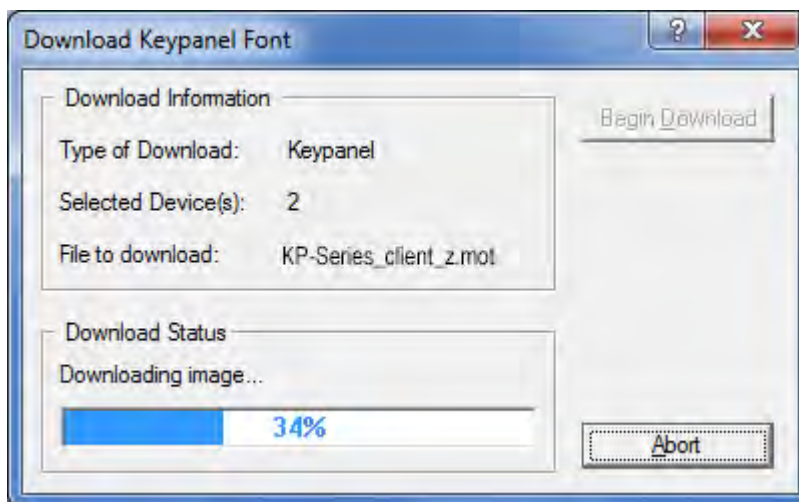
Once the reprogramming is complete, the keypanel reboots.

## Download a Font File

1. Open **AZedit**.
2. From the Status menu, select **Software Versions|Keypanels**.  
*The Keypanel Version Information window appears.*
3. Find the **port number** where the KP-5032/4016 is assigned.
4. Highlight the **Port** (keypanel) to be updated.  
*You may select more than one (1) at a time by holding CTRL key down while you select.*
5. Right-click the **highlighted selections**.  
*A popup menu appears.*
6. Select **Download font...**.  
*The Font Download window appears.*
7. Navigate to the **font file (.kpf)** you want to use.
8. Click **Open**.  
*The Download Keypanel Font window appears.*

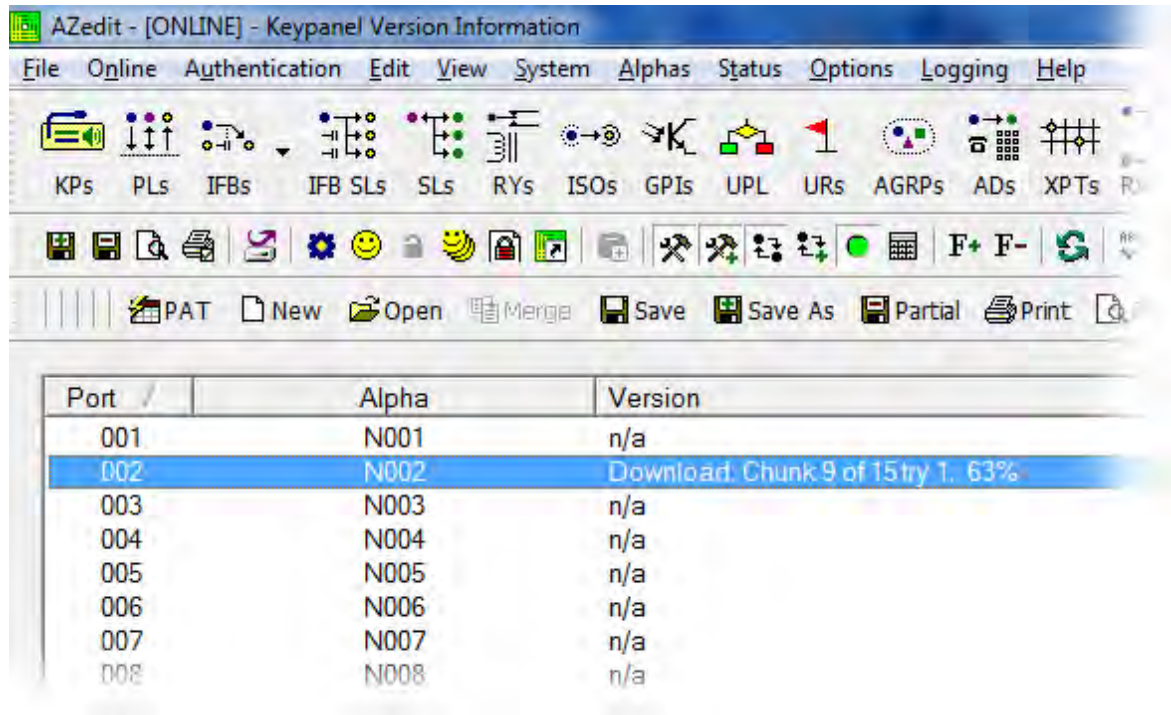


9. Click **Begin Download**.  
*The download begins. A progress bar appears to show the progress of the download.*

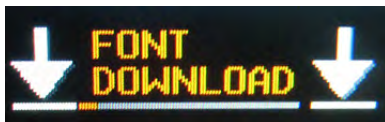


*Once the download is complete the Download Keypanel Font window closes.*

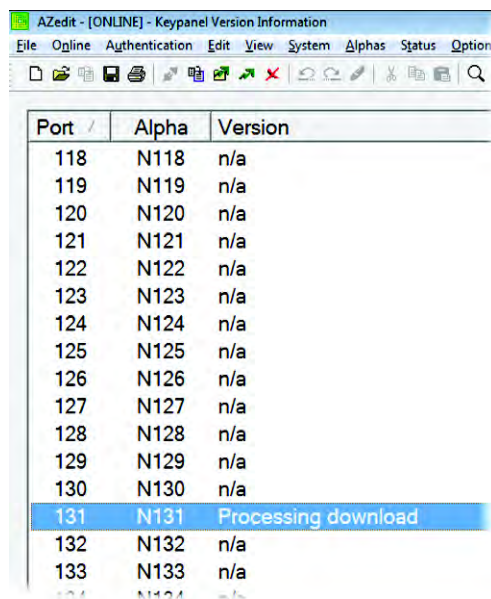
10. Verify the Keypanel Version Information window is displaying the **numbers of chunks (of data) transferred to the keypanel**.



11. Verify the keypanel displays the **FONT Downloading icon with progression bar**.  
Once the download is complete, the keypanel has to process the downloaded file.

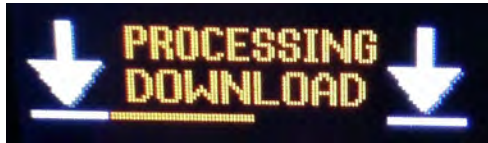


12. Verify the Keypanel Version Information window displays **Processing download** on the keypanel port you chose.





13. Verify the keypanel displays the **Processing Download icon with progression bar**.



Once the keypanel is finished processing the download, the keypanel begins to reprogram. The keypanel flashes a **Reprogramming: Do Not Turn Off** icon in the display panel. This can take several minutes.



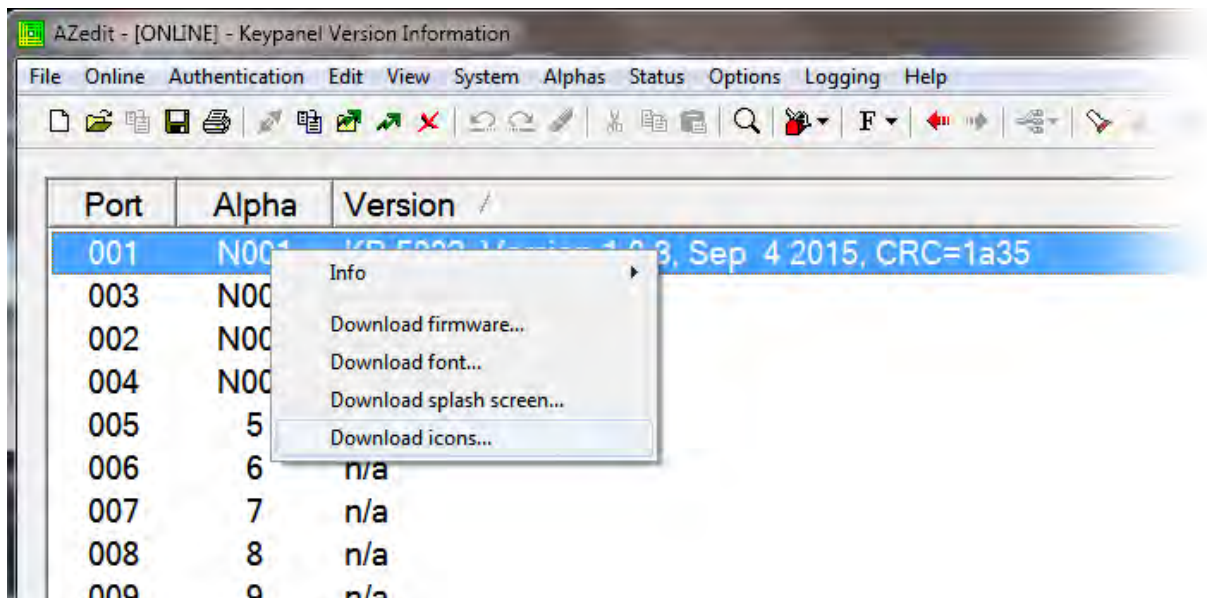
Once the reprogramming is complete, the keypanel reboots.

### Download an Icon File

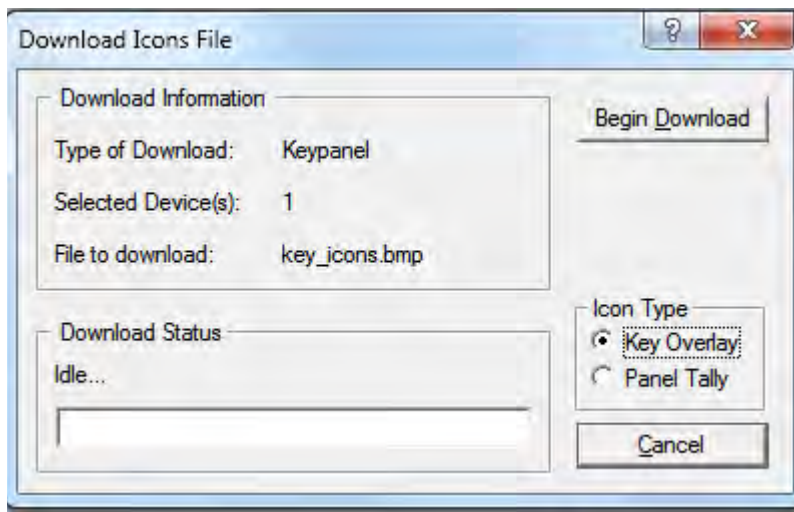
**IMPORTANT:** The following instructions can be used for either panel icons or tally (key overlay) icons.

To **download an icon file**, do the following:

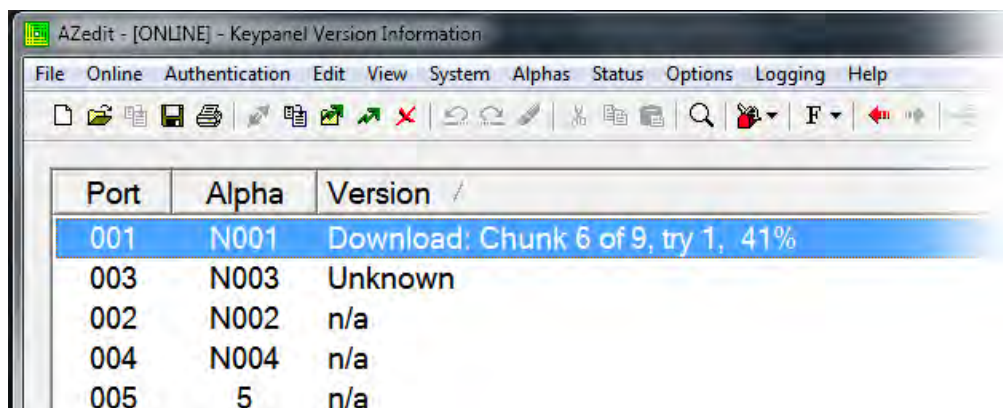
1. Open **AZedit**.
2. From the Status menu, select **Software Versions|Keypanels**.  
*The Keypanel Version Information window appears.*
3. Find and select the **Port (keypanel)** to be updated.  
*You may select more than one (1) at a time by holding the CTRL key down while you select.*
4. Right-click the **highlighted selection**.  
*A popup menu appears.*



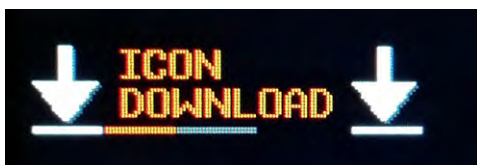
5. Select **Download icons....**  
*The Icon Download window appears.*
6. Navigate to the **icon file (.bmp or .jpg)** you want to use.
7. Click **Open**.  
*The Download Icon File window appears.*



8. Verify the correct **Icon Type radio button** is selected – Key Overlay or Panel Tally radio button.
9. Click **Begin Download**.  
*The download begins. A progress appears to show the progress of the download. Once the download is complete the Download Keypanel Font window closes.*
10. Verify the **Keypanel Version Information window displays the numbers of chunks (of data) transferred to the keypad**.



11. Verify the keypad displays the **ICON Downloading icon** with progression bar.



Once the keypanel is finished, it begins to reprogram. The keypanel flashes a Reprogramming: Do Not Turn Off icon in the display panel. This can take several minutes.

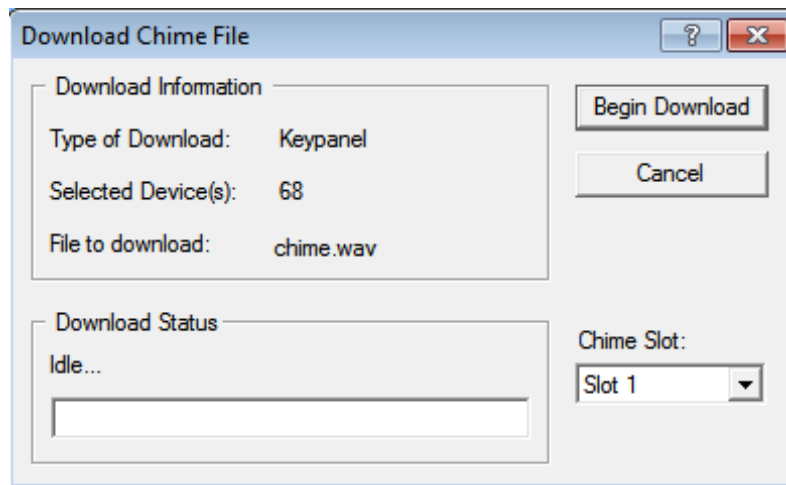


Once the reprogramming is complete, the keypanel reboots.

---

### *Download User Chimes (Control Package Only)*

1. Open **AZedit**.
2. From the Status menu, select **Software Versions|Keypanels**.  
*The Keypanel Version Information window appears.*
3. Find the **port number** where the KP-5032/4016 is assigned.
4. Highlight the **Port** (keypanel) to be updated.  
*You may select more than one (1) at a time by holding CTRL key down while you select.*
5. Right-click the **highlighted selections**.  
*A popup menu appears.*
6. Select **Download Chime....**  
*The Font Download window appears.*
7. Navigate to the **chime file (.wav or .mp3)** you want to use.
8. Click **Open**.  
*The Download chime window appears.*

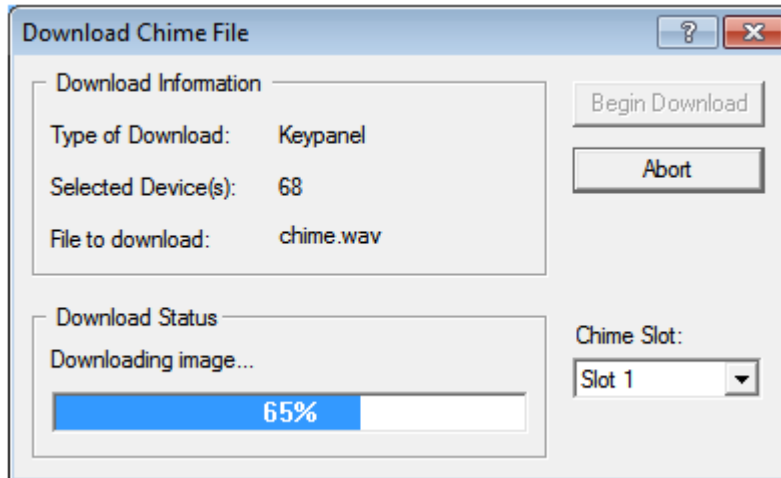


9. Choose a **User Slot**.

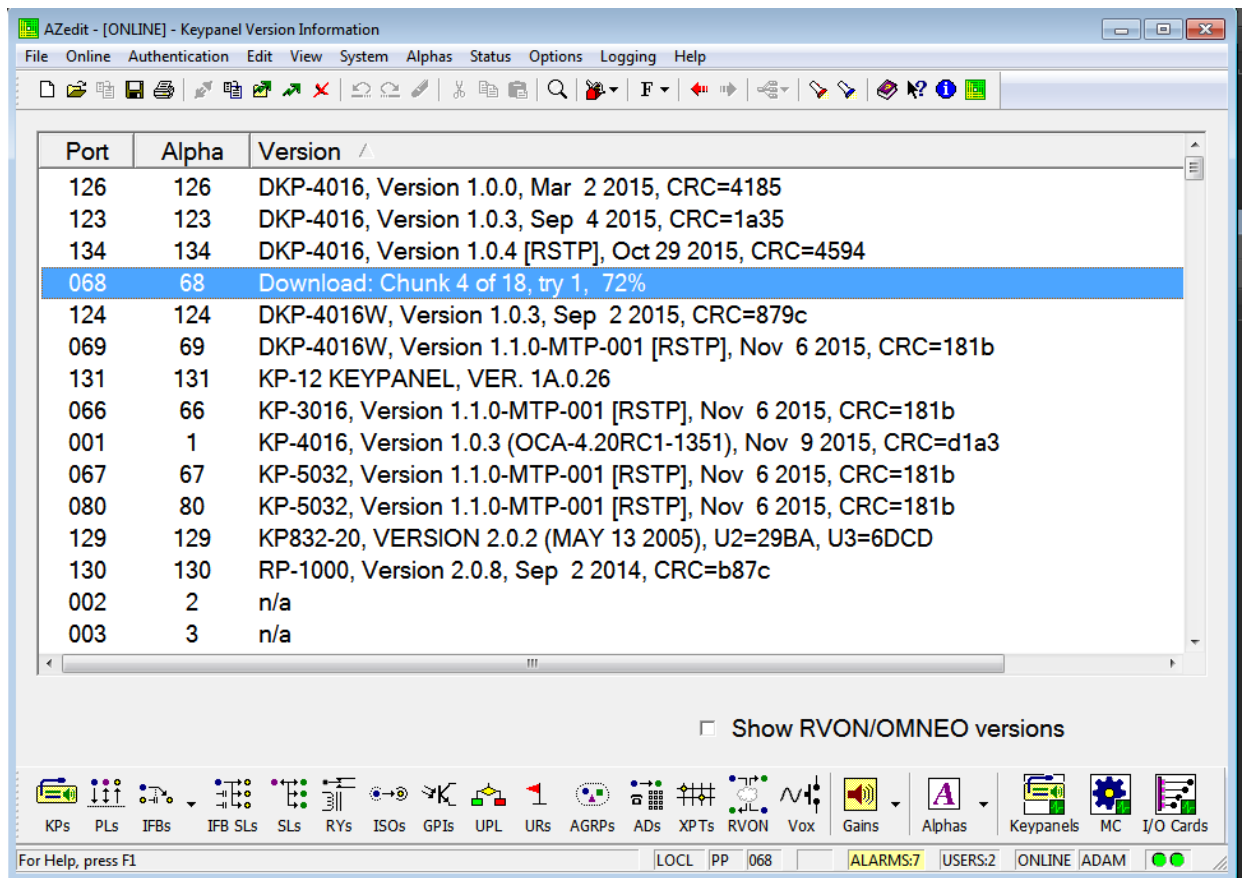


10. Click **Begin Download**.

The download begins. A progress bar appears to show the progress of the download.



Once the download is complete the Download Keypanel Font window closes.

11. Verify the Keypanel Version Information window is displaying the **numbers of chunks (of data) transferred to the keypad**.

12. Verify the keypanel displays the **Chime Download icon with progression bar**.  
*Once the download is complete, the keypanel has to process the downloaded file.*



Once the keypanel has finished the download, the keypanel begins to reprogram.  
The keypanel flashes a Reprogramming: Do Not Turn Off icon in the display panel. This can take several minutes.



Once the reprogramming is complete, the keypanel reboots.

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### *Download Screen Savers (Control Package Only)*

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<b>IMPORTANT:</b>	Recommended screen saver bitmap file size: KP-4016 – min 16x16, max 192x60 (W x H) KP-5032 – min 16x16, max 192x130 (W x H)
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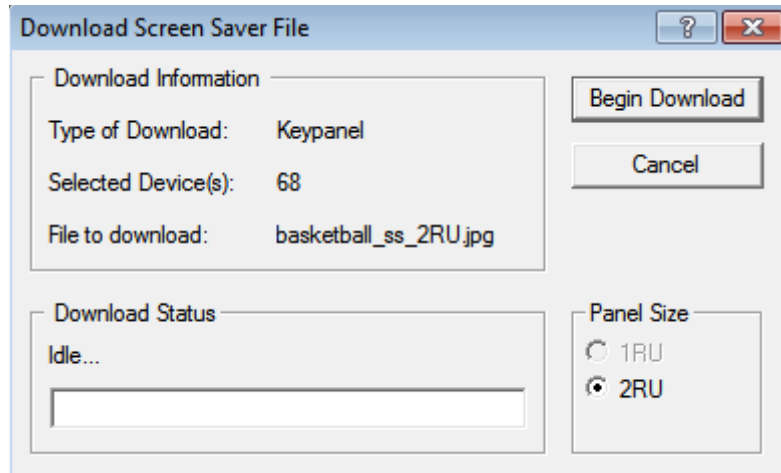
---

To **download a screen saver image**, do the following:

1. Open **AZedit**.
2. From the Status menu, select **Software Versions|Keypanels**.  
*The Keypanel Version Information window appears.*
3. Find the **port number** where the KP-5032/4016 is assigned.
4. Highlight the **Port** (keypanel) to be updated.  
*You may select more than one (1) at a time by holding CTRL key down while you select.*
5. Right-click the **highlighted selections**.  
*A popup menu appears.*
6. Select **Download Screen Saver...**.  
*The Font Download window appears.*
7. Navigate to the **screen saver file (.jpg, .bmp, .gif, .tif, .png)** you want to use.

8. Click **Open**.

*The Download chime window appears.*



9. From the Panel Size Group Box, select either the **1 RU radio button** or **2 RU radio button**.

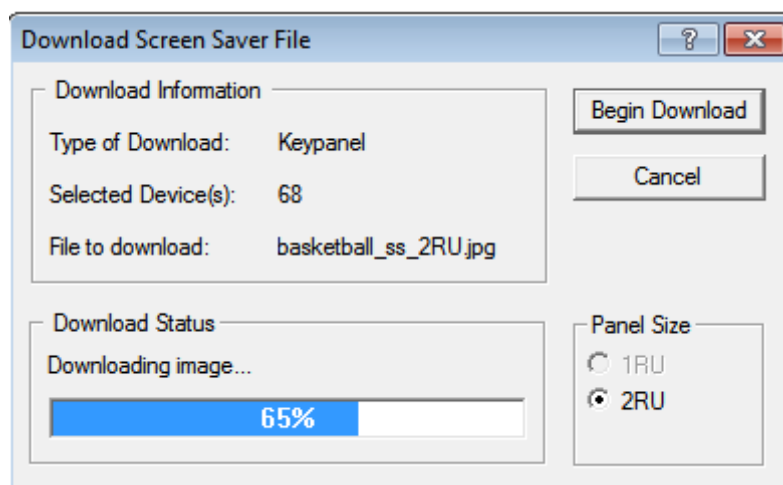
---

**IMPORTANT:** If the image is too large for a 1 RU keypanel, AZedit auto-selects 2 RU.

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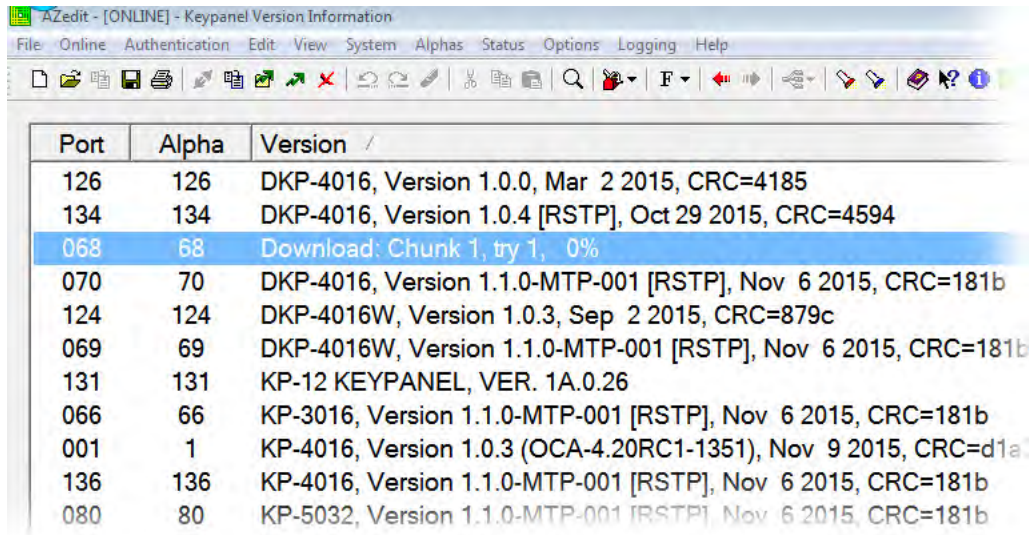
10. Click **Begin Download**.

*The download begins. A progress bar appears to show the progress of the download.*



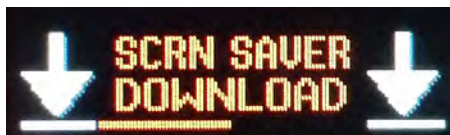
*Once the download is complete the Download Keypanel Font window closes.*

11. Verify the Keypanel Version Information window is displaying the **numbers of chunks (of data) transferred to the keypanel**.



Port	Alpha	Version
126	126	DKP-4016, Version 1.0.0, Mar 2 2015, CRC=4185
134	134	DKP-4016, Version 1.0.4 [RSTP], Oct 29 2015, CRC=4594
068	68	Download: Chunk 1, try 1, 0%
070	70	DKP-4016, Version 1.1.0-MTP-001 [RSTP], Nov 6 2015, CRC=181b
124	124	DKP-4016W, Version 1.0.3, Sep 2 2015, CRC=879c
069	69	DKP-4016W, Version 1.1.0-MTP-001 [RSTP], Nov 6 2015, CRC=181b
131	131	KP-12 KEYPANAL, VER. 1A.0.26
066	66	KP-3016, Version 1.1.0-MTP-001 [RSTP], Nov 6 2015, CRC=181b
001	1	KP-4016, Version 1.0.3 (OCA-4.20RC1-1351), Nov 9 2015, CRC=d1a
136	136	KP-4016, Version 1.1.0-MTP-001 [RSTP], Nov 6 2015, CRC=181b
080	80	KP-5032, Version 1.1.0-MTP-001 [RSTP], Nov 6 2015, CRC=181b

12. Verify the keypanel displays the **Scrn Saver Download icon with progression bar**.



Once the keypanel is finished downloading, the keypanel begins to reprogram. The keypanel flashes a Reprogramming: Do Not Turn Off icon in the display panel. This can take several minutes. Once the reprogramming is complete, the keypanel reboots.



# *KP-4016/5032 Menu System*

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**NOTE:** A menu system quick reference chart is located at “Keypanel Menu Quick Reference” on page 261.

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## *Main Menu Access*

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**IMPORTANT:** For more detailed information on Basic Key operation, see “Menu Navigation and Shaft Encoder Knobs” on page 48.

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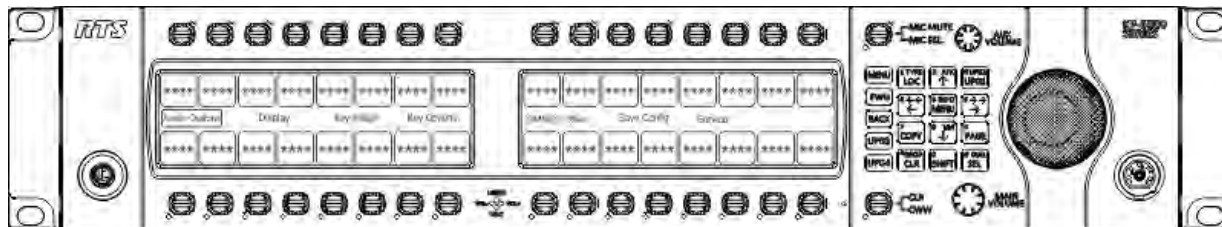
The **Main Menu** is the top-most level of the menu structure.

Available selections for this menu are:

- Audio Options*
- Display*
- Key Assign*
- Key Options*
- OMNEO Offers*
- Save Config*
- Service*

To access the main menu structure, do the following:

1. On the keypanel keypad, press the **MENU** button.  
*The Information menu structure displays across the middle of the panel display.*



2. Using the arrow buttons on the keypad, navigate through the **menu options**.
3. Press the **SEL** button.  
*The submenu for the selection appears.*

## Menu System, Audio Options

Available options for this menu are:

*Advanced*  
*Chime*  
*Dim*  
*Ganged Vols*  
*Headset Mic*  
*Headset Spkr*  
*Inputs*  
*Key Volumes*  
*LCP 16 CLD*  
*Matrix Out*  
*Max Volume*  
*Mic Gain*  
*Mic Mute*  
*Min Volume*  
*Output Lev*  
*Panel Mic*  
*Preamp Out*  
*Sidetone*  
*Speaker*  
*Tone Gen*  
*VM Options*

## Audio Options Menu, Advanced

- AEC
- AGC
- Compression
- Filters
- Gating
- Metering
- Mixing
- Mix Mode

### *AEC*

**AEC** (Acoustic Echo Cancellation) is used to prevent feedback from occurring between the microphone and the speaker. AEC is only available on one (1) microphone; by default, it is enabled on the front panel mic. When the front panel mic is disabled, AEC operates on the rear microphone.

**NOTE:** AEC is not available for Headset Mics.

### *Mic Priority*

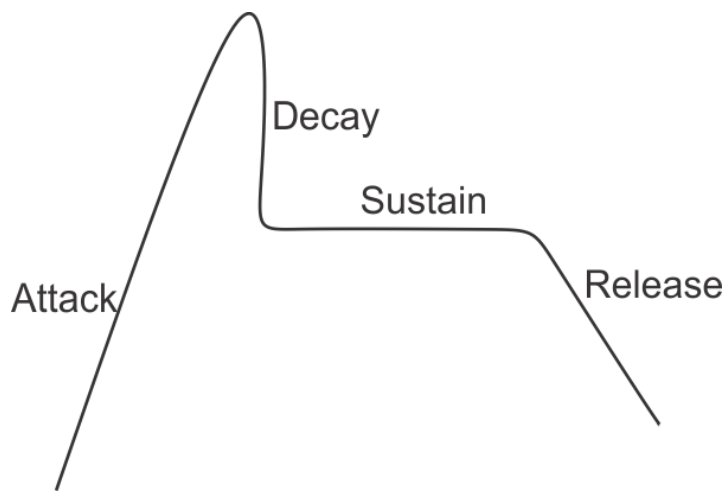
The **Mic Priority** menu is used to select the microphone to enable AEC on when both the front and rear mics are active.

To **configure mic priority on a microphone**, do the following:

1. Starting at the Audio Options|Advanced|AEC menu, select **Mic Priority**.
2. Press the **SEL button**.  
*Front Mic and Rear Mic appear in the panel display.*
3. Using the left and right arrow buttons, select **Front Mic** or **Rear Mic**.
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## AGC

The **AGC** (Automatic Gain Control) menu is used to set the speed at which a microphone becomes active and the speed at which a sustainable level is achieved through the use of the Attack menu and the Decay menu. You can set these levels for the front, rear, and headset microphones used with the keypanel.



**FIGURE 90.** Automatic Gain Control Example

### **Attack**

The **Attack** menu item is used to set the speed at which the microphone gets to the activation threshold, the point where the circuit determines if the noise is a voice. The smaller the attack time, the faster the mic turns on.

Available options for this menu are:

0.5ms  
1ms (d)  
2ms

### **Decay**

The **Decay** menu item is used to set the speed at which the gain transitions to silence during release.

Available options for this menu are:

500ms  
750ms (default)  
1000ms

To **configure the attack speed for a microphone source**, do the following:

1. Starting at the Audio Options|Advanced|AGC menu, select **Attack**.
2. Press the **SEL button**.  
*Front Hdst, Front Mic, Rear Hdst, and Rear Mic appears in the panel display.*
3. Using the arrow buttons, select **Front Hdst, Front Mic, Rear Hdst, or Rear Mic**.
4. Press the **SEL button**.  
*The Fast Attack Speed scroll box appears in the panel display.*
5. Using the arrow buttons, select the **Attack speed** you desire.



To **configure the decay speed for a microphone source**, do the following:

1. Starting at the Audio Options|Advanced|AGC menu, select **Decay**.
2. Press the **SEL button**.  
*Front Hdst, Front Mic, Rear Hdst, and Rear Mic appears in the panel display.*
3. Using the arrow buttons, select **Front Hdst, Front Mic, Rear Hdst, or Rear Mic**.
4. Press the **SEL button**.  
*The Decay scroll box appears in the panel display.*
5. Using the up and down arrow buttons, select the **Decay speed** you desire.

### **Compression**

The **Compression** menu item is used to change the audio's gain, meaning audio above the noise gate threshold is changed according to the compression ratio selected. The compression is used to change the dynamic range of the mic input. This means loud sounds are softened; while soft sounds are amplified.

Compression can be applied to the following:

- Front Headset
- Front Mic
- Rear Hdst
- Rear Mic

Available options are:

*1:1*  
*2:1*  
*3:1(default)*

Additional options with purchase of Audio Package:

*4:1*  
*5:1*  
*6:1*

To **configure compression on a microphone**, do the following:

1. Starting at the Audio Options|Advance menu, select **Compression**.
2. Press the **SEL button**.  
*Front Hdst, Front Mic, Rear Hdst, and Rear Mic appear in the panel display.*
3. Using the arrow buttons, select the **microphone source**.
4. Press the **SEL button**.  
*The Compression Ratio scroll box appears in the panel display.*
5. Using the up and down arrow buttons, select the **compression ratio** you want to apply to the microphone source.

## Filters

**Filters** allow you to add a bandpass filter, a preset frequency response (equalization) filter or a notch filter to the Matrix In audio source.

### Bandpass

The **Bandpass** menu is used to enable using bandpass filters as well as set a low and high frequency range where frequencies within the two (2) frequency points are passed and anything outside of the range is rejected.

To **configure a bandpass range for Inputs**, do the following:

1. Starting at the Audio Options|Advanced|Filters menu, select **Bandpass**.
2. Press the **SEL button**.  
*Inputs and Outputs appears in the panel display.*
3. Using the arrow buttons, select **Input**.
4. Press the **SEL button**.  
*Aux 1, Aux 2, OMNEO 1, and OMNEO 2 appear in the panel display.*  
*Or if the AUDIO package has been purchased, OMNEO 1-8 displays*
5. Using the arrow buttons, select either **Aux 1, Aux 2, OMNEO 1** or **OMNEO 2** (or OMNEO 1-8, if the audio package is purchased).
6. Press the **SEL button**.  
*Frequencies and Mode appear in the panel display.*
7. Using the arrow buttons, select **Mode**.  
*Disabled and Enabled appear in the panel display.*
8. Using the arrow buttons, select **Enabled**.
9. Press the **SEL button**.  
*An arrow appears next to the selected option.*
10. Press the **CLR button**.  
*Frequencies and Mode appear in the panel display.*
11. Using the arrow buttons, select **Frequencies**.
12. Press the **SEL button**.  
*The Low Freq scroll box and the High Freq scroll box appear in the panel display.*
13. Using the up and down arrow buttons, select the **low frequency** you desire.
14. Using the left and right arrow buttons, select the **high frequency scroll box**.
15. Using the up and down arrow buttons, select the **high frequency** you desire.

To **configure a bandpass range for Outputs**, do the following:

1. Starting at the Audio Options|Advanced|Filters menu, select **Bandpass**.  
*Inputs and Outputs appears in the panel display.*
2. Using the arrow buttons, select **Output**.
3. Press the **SEL button**.  
*Front Hdst, Matrix Out, OMNEO 1, OMNEO 2, Preamp Out, and Rear Hdst appear in the panel display.*  
*Or if the AUDIO package has been purchased, OMNEO 1-8 displays*
4. Using the arrow buttons, select the **output** you desire to modify.

If Front Hdst or Rear Hdst is chosen:

- a. Press the **SEL button**.  
*Both, Left Chan, and Right Chan appear in the panel display.*
- b. Using the left and right arrow buttons, select either **Both, Left Chan**, or **Right Chan**.
5. Press the **SEL button**.  
*Frequencies and Mode appear in the panel display.*

6. Using the arrow buttons, select **Mode**.  
*Disabled and Enabled appear in the panel display.*
7. Using the arrow buttons, select **Enabled**.
8. Press the **SEL button**.  
*An arrow appears next to the selected option.*
9. Press the **CLR button**.  
*Frequencies and Mode appear in the panel display.*
10. Using the left and right arrow buttons, select **Frequencies**.
11. Press the **SEL button**.  
*The Low Freq scroll box and the High Freq scroll box appear in the panel display.*
12. Using the up and down arrow buttons, select the **low frequency** you desire.
13. Using the left and right arrow buttons, select the **high frequency scroll box**.
14. Using the up and down arrow buttons, select the **high frequency** you desire.

### **Equalization**

**Equalization** allows the user to select predefined settings that modify the frequency envelope of an audio channel. This is a 5-band equalizer. Each preset provides a different EQ to be applied to the audio. To view all of the bands, see

Available selections for this menu are:

<i>Default</i>	0 dB (15Hz–20kHz)
<i>Hiss Reduction</i>	0 dB (15Hz–2kHz) -6 dB (2kHz–12.6kHz)
<i>Rumble Reduction</i>	0 dB (50Hz–20kHz)
<i>Noise Reduction</i>	0 dB (50Hz–2kHz) -6 dB (2kHz–8kHz) -80dB (8kHz–12.6kHz)

To **configure a preset frequency response for an input**, do the following:

1. Starting at the Audio Options|Advanced|Filters menu, select **Equalization**.  
*Inputs and Outputs appears in the panel display.*
2. Using the arrow buttons, select either **Input**.
3. Press the **SEL button**.  
*Front Hdst, Front Mic, Matrix In, Rear Hdst and Rear Mic appear in the panel display.*
4. Using the arrow buttons, select either **Front Hdst, Front Mic, Matrix In, Rear Hdst** or **Rear Mic**.
5. Press the **SEL button**.  
*Mode and Presets appear in the panel display.*
6. Using the arrow buttons, select **Mode**.  
*Disabled and Enabled appear in the panel display.*
7. Using the arrow buttons, select **Enabled**.
8. Press the **SEL button**.  
*An arrow appears next to the selected option.*
9. Press the **CLR button**.  
*Mode and Presets appear in the panel display.*
10. Using the arrow buttons, select **Presets**.
11. Press the **SEL button**.  
*Default, Hiss Reduction, and Rumble Reduction appear in the panel display.*
12. Using the arrow buttons, select **Default, Hiss Reduction, or Rumble Reduction**.
13. Press the **SEL button**.  
*An arrow appears next to preset selected.*

To **configure a preset frequency response for an output**, do the following:

1. Starting at the Audio Options|Advanced|Filters menu, select **Equalization**.  
*Inputs and Outputs appears in the panel display.*
2. Using the arrow buttons, select either **Output**.
3. Press the **SEL button**.  
*Front Spkr and Rear Spkr appear in the panel display.*
4. Using the arrow buttons, select either **Front Spkr** or **Rear Spkr**.
5. Press the **SEL button**.  
*Mode and Presets appear in the panel display.*
6. Using the arrow buttons, select **Mode**.  
*Disabled and Enabled appear in the panel display.*
7. Using the arrow buttons, select **Enabled**.
8. Press the **SEL button**.  
*An arrow appears next to the selected option.*
9. Press the **CLR button**.  
*Mode and Presets appear in the panel display.*
10. Using the arrow buttons, select **Presets**.
11. Press the **SEL button**.  
*Default, Hiss Reduction, and Rumble Reduction appear in the panel display.*
12. Using the arrow buttons, select **Default**, **Hiss Reduction**, or **Rumble Reduction**.
13. Press the **SEL button**.  
*An arrow appears next to preset selected.*

#### Adjustable 5-Band Equalization – Audio Package Only

Included in the purchased audio package, is an adjustable 5-band equalizer giving you the ability to adjust the low and high frequency cutoff filters and the gain for each band. This feature is in addition to the preset equalization settings that comes standard on the keypanel.

1		2		3		4		5	
low	high	low	high	low	high	low	high	low	high
15.6Hz	125Hz	125Hz	500Hz	500Hz	2000Hz	2000Hz	8000Hz	8000Hz	12.6kHz
31.3Hz									15.8kHz
50.0Hz									20.0kHz

- Band 1 has three options for low cut-off frequency
- Bands 2, 3, and 4 have fixed frequencies
- Band 5 has three options for high cut-off frequency independent of the low frequency setting

To **adjust the low and high frequency cutoff filters for Inputs**, do the following:

1. Starting at the Audio Options|Advanced|Filters menu, select **Equalizer**.
2. Press the **SEL button**.  
*Inputs and Outputs appears in the panel display.*
3. Using the arrow buttons, select **Input**.
4. Press the **SEL button**.  
*Front Hdst, Front Mic, Matrix In, Rear Hdst, and Rear Mic appear in the panel display.*
5. Using the arrow buttons, select the **input** you want to adjust.
6. Press the **SEL button**.  
*Frequencies, Gains, Mode and Presets appear in the panel display.*
7. Using the arrow buttons, select **Frequencies**.

8. Press the **SEL button**.  
*The Low Freq scroll box and the High Freq scroll box appear in the panel display.*
9. Using the up and down arrow buttons, select the **low frequency** you desire.
10. Using the left and right arrow buttons, select the **high frequency scroll box**.
11. Using the up and down arrow buttons, select the **high frequency** you desire.
12. Repeat **steps 4 through 11** for each input.

To **adjust the low and high frequency cutoff filters for Outputs**, do the following:

1. Starting at the Audio Options|Advanced|Filters menu, select **Equalizer**.
2. Press the **SEL button**.  
*Inputs and Outputs appears in the panel display.*
3. Using the arrow buttons, select **Output**.
4. Press the **SEL button**.  
*Front Spkr and Rear Spkr appear in the panel display.*
5. Using the arrow buttons, select **either Front Spkr or Rear Spkr**.
6. Press the **SEL button**.  
*Frequencies, Gains, Mode and Presets appear in the panel display.*
7. Using the arrow buttons, select **Frequencies**.
8. Press the **SEL button**.  
*The Low Freq scroll box and the High Freq scroll box appear in the panel display.*
9. Using the up and down arrow buttons, select the **low frequency** you desire.
10. Using the left and right arrow buttons, select the **high frequency scroll box**.
11. Using the up and down arrow buttons, select the **high frequency** you desire.
12. Repeat **steps 4 through 11** for each output.

To **configure the 5-band gain for inputs**, do the following:

1. Starting at the Audio Options|Advanced|Filters menu, select **Equalization**.
2. Press the **SEL button**.  
*Inputs and Outputs appears in the panel display.*
3. Using the arrow buttons, select **Input**
4. Press the **SEL button**.  
*Front Hdst, Front Mic, Matrix In, Rear Hdst, and Rear Mic appear in the panel display.*
5. Using the left and right arrow buttons, select the **input** desired.
6. Press the **SEL button**.  
*Frequencies, Gains, Mode, and Presets appear in the panel display*
7. Using the left or right arrow buttons, select **Gains**.
8. Press the SEL button.  
*The 1: through 5: band scroll boxes appear in the panel display.*
9. Using the up and down arrow buttons, select the **gain level** you desire for Band 1.
10. Using the left and right arrow buttons, select the **Band 2 scroll box**.
11. Using the up and down arrow buttons, select the **gain level** you desire Band 2.
12. Repeat **setting the gain levels on the remaining bands**.
13. Repeat **steps 4 through 11** for each input, desired.

To **configure the 5-band gain for outputs**, do the following:

1. Starting at the Audio Options|Advanced|Filters menu, select **Equalization**.
2. Press the **SEL button**.  
*Inputs and Outputs appears in the panel display.*

3. Using the arrow buttons, select **Output**
4. Press the **SEL button**.  
*Front Spkr and Rear Spkr appear in the panel display.*
5. Using the left and right arrow buttons, select **either Front Spkr or Rear Spkr.**
6. Press the **SEL button**.  
*Frequencies, Gains, Mode, and Presets appear in the panel display*
7. Using the left or right arrow buttons, select **Gains**.
8. Press the **SEL button**.  
*The 1: through 5: band scroll boxes appear in the panel display.*
9. Using the up and down arrow buttons, select the **gain level** you desire for Band 1.
10. Using the left and right arrow buttons, select the **Band 2 scroll box**.
11. Using the up and down arrow buttons, select the **gain level** you desire Band 2.
12. Repeat **setting the gain levels on the remaining bands**.
13. Repeat **steps 4 through 11** for each input, desired.

### ***Notch***

The **Notch** menu allows you to add a notch filter to the Matrix In source. This can be useful when the keypanel data port signal is being heard in the audio line due to cable routing problems.

By default, the notch filter is set to *Disabled*.

Available options for this menu are:

#### ***Disabled***

<i>Narrow</i>	9500hz–9700Hz (200Hz band)
<i>Default</i>	9450hz–9750Hz (300Hz band)
<i>Wide</i>	9400hz–9800Hz (400Hz band)

## Gating

**Gating** (also called VOX) allows you to minimize or eliminate background noise problems by shutting off an audio source when the audio level drops below a certain threshold.

Gating can be applied to the following:

*Aux 1*

*Aux 2*

*Front Hdst*

*Front Mic*

*Matrix In*

*OMNEO 1*

*OMNEO 2 (OMNEO 1-8 appear if Audio Package is installed)*

*Rear Hdst*

*Rear Mic*

The range for the gating threshold is *-17dB* to *+18dB*, and *Disabled*.  
By default, the gating threshold is set to *Disabled*.

Nominal inputs are as follows:

<i>Aux 1-2</i>	<i>8dBu</i>
<i>Headset Mics</i>	<i>-50dBu</i>
<i>Matrix In</i>	<i>8dBu</i>
<i>Panel Mics</i>	<i>-42.5dBu</i>
<i>OMNEO 1-2<sup>1</sup></i>	<i>8dBu</i>

To **configure gating on the keypanel**, do the following:

1. Starting at the Audio Options|Advanced menu, select **Gating**.
2. Press the **SEL button**.  
*Aux 1, Aux 2, Front Hdst, Front Mic, Matrix In, OMNEO 1, OMNEO 2, Rear Hdst, and Rear Mic appear in the panel display. (OMNEO 1-8 appears if Audio Package is installed)*
3. Using the left or right arrow buttons, select **Aux 1, Aux 2, Front Hdst, Front Mic, Matrix In, OMNEO 1, OMNEO 2, Rear Hdst, or Rear Mic.**(OMNEO 1-8 appears Audio Package is installed)
4. Press the **SEL button**.  
*The Threshold scroll menu appears.*
5. Using the up and down arrow buttons, select the **threshold** you desire.
6. Press **BACK** to go to the previous menu item  
OR  
Press and hold **CLR** to exit the menu structure.

---

1. OMNEO 1-8 appears if Audio Package is installed.

## Metering

**Metering** allows you to monitor an audio source connected to the keypanel. The energy of the incoming audio is split into five (5) bands and displayed on the left side of the keypanel when enabled.

The decibels display range is from 28dB below nominal to 8dB above nominal  
The bands are defined as:

<i>Band 1</i>	<i>100 Hz to 400 Hz</i>
<i>Band 2</i>	<i>400 Hz to 800 Hz</i>
<i>Band 3</i>	<i>800 Hz to 1.6 kHz</i>
<i>Band 4</i>	<i>1.6 kHz to 3.2 kHz</i>
<i>Band 5</i>	<i>3.2 kHz to 15 kHz</i>

**NOTE:** Only one (1) channel can be metered at a time.

You can enable metering on:

*Aux1*  
*Aux2*  
*Front Hdst*  
*Front Mic*  
*Matrix In*  
*None (default)*  
*OMNEO 1<sup>1</sup>*  
*OMNEO 2<sup>1</sup>*  
*Panel Mic*  
*Rear Hdst*  
*Rear Mic*

To **enable metering**, do the following:

1. Starting at the Audio Options|Advanced menu, select **Metering**.
2. Press the **SEL button**.  
*Aux 1, Aux 2, Matrix In, None, Front Hdst, Front Mic, None, OMNEO 1, OMNEO 2, Rear Hdst, and Rear Mic appear in the panel display. (OMNEO 1-8 appears if Audio Package is installed)*
3. Using the arrow key, select **Aux 1, Aux 2, Matrix In, None, Front Hdst, Front Mic, OMNEO 1, OMNEO 2, Rear Hdst, or Rear Mic.**(*OMNEO 1-8 appears if Audio Package is installed*)
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

---

1. OMNEO 1-8 appears if Audio Package is installed



### *Mixing*

**Mixing** allows you to route selected audio signals to the following destinations:

- To Matrix
- Front Left Headphone
- Front Right Headphone
- Front Speaker
- Mic Preamp Out
- OMNEO 1
- OMNEO 2
- Rear Speaker
- Rear Left Headphone
- Rear Right Headphone

(OMNEO 1-8 appears if the Audio Package is purchased)

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**IMPORTANT:** If OMNEO is enabled, OMNEO 1 is not available because it is acting as the Matrix. On the other hand, if AIO is enabled, OMNEO 1 and OMNEO 2 are both available as auxiliary channels.

---

By default, the microphone signals are routed to the matrix. The matrix signal is routed to the front speaker and to the left and right channels of the front headphones. These defaults can be changed via the Audio Options sub-menus for Panel Mic, Headset Mic, Speaker, and Headset Speaker.

Available options for this menu are:

*Front Hdst*

*Front Spkr*

*OMNEO 1*

*OMNEO 2*

*Preamp out*

*Rear Hdst*

*Rear Spkr*

*To Matrix*

**NOTE:** OMNEO 1-8 appears only if the Audio Package is installed.

**TABLE 9.** Resources Table

Destination	Source	Front Panel Mic	Matrix Audio In	Front Headset Mic	Rear Headset Mic	Rear Panel Mic	Aux 1	Aux 2	OMNEO 1	OMNEO 2
Matrix OUT		a	X	a	a	a	X	X	X	X
Front Speakers		X	b	X	X	X	X	X	X	X
Front Headset Left		X	b	X	X	X	X	X	X	X
Front Headset Right		X	b	X	X	X	X	X	X	X
Rear Headset Left		X	b	X	X	X	X	X	X	X
Rear Speaker Left		X	b	X	X	X	X	X	X	X
Rear Speaker Right		X	b	X	X	X	X	X	X	X
Mic OUT		a	X	a	a	a	X	X	X	X
OMNEO <sup>c</sup> Ch 1		X	X	X	X	X	X	X	X	X
OMNEO Ch 2		X	X	X	X	X	X	X	X	X

- Mic inputs cannot be mixed to the Matrix or preamp outputs using this menu. To mix mic inputs to the matrix output or preamp output, use the Panel Mic and Headset Mic menus.
- The Matrix input cannot be mixed to speaker or headset outputs using this menu. To mix Matrix In to speakers or headsets, use the Speaker and Headset Spkr menus.
- OMNEO 1-8 appears only if the Audio Package is installed.

To **configure mixing**, do the following:

- Starting at the Audio Options|Advanced menu, select **Mixing**.
- Press the **SEL button**.  
*Front Hdst, Front Spkr, OMNEO 1, OMNEO 2, Preamp Out, Rear Hdst, Rear Spkr, and To Matrix appear in the panel display.*
- Using the left or right arrow buttons, select a the **destination** to mix to (or the destination to which the sources will be mixed).

**NOTE:** If Front Hdst or Rear Hdst is chosen, an additional step of choosing Both, Left Chan, or Right Chan is required.

- Press the **SEL button**.  
*If Front Spkr or Rear Spkr is selected Aux 1, Aux 2, Front Hdst, Front Mic, OMNEO 1, OMNEO 2, Rear Hdst, and Rear Mic appears in the panel display.*  
*OR*  
*If OMNEO 1 or OMNEO 2 is selected Aux 1, Aux 2, Front Hdst, Front Mic, Matrix In, OMNEO 1, OMNEO 2, Rear Hdst, and Rear Mic appears in the panel display.*
- Using the left or right arrow buttons, select the **input** to mix to the selected output.
- Press the **SEL button**.  
*An arrow appears next to the selection.*

**NOTE:** Repeat steps 5 and 6 to select additional inputs to mix to the selected output.

### Mix Mode

The **Mix Mode** menu is used to control whether mixes made to the speakers and headsets are muted when they are not active.

Available options for this menu are:

<i>Aux Mixes Switched (default)</i>	Aux inputs mixed to matrix out, preamp out, speakers or headsets are only heard when the panel is in the appropriate headset or speaker mode.
<i>Mixes always active</i>	Aux inputs mixed to speakers or headset are always heard, regardless of whether the panel is in headset or speaker mode.

To **configure Mix Mode**, do the following:

1. Starting at the Audio Options|Advanced menu, select **Mix Mode**.
2. Press the **SEL button**.  
*Aux Mixes Switched and Mixes Always Active appear in the panel display.*
3. Using the left or right arrow buttons, select the **mix mode** you desire.
4. Press the **SEL button**.  
*An arrow appears next to the selection.*

### Noise Gate

The **Noise Gate** menu is used to enable or disable the audio level (-72dBu) at which the mic turns on. When noise gate is enabled, microphone noise gate is set to -72dBu; when the noise gate is disabled, the microphone is always on.

To **enable/disable noise gate**, do the following:

1. Stating at the Audio Options|Advanced menu, select **Noise Gate**.
2. Using the left or right arrow keys, move to the **Mic scroll box**.
3. Using the up or down arrow keys, select the **Front Hdst, Front Mic, Rear Hdst, or Rear Mic**.
4. Using the left or right arrow keys, move to the **State scroll box**.
5. Using the up or down arrow keys, select **Disable** or **Enable**.

### Noise Gate – Audio Package Only

If you have purchased the Audio Package for the KP-5032/4016, you have the ability to adjust the noise gate, giving you more flexibility configuring the input gate levels for each device.

Available options are: *Disabled, -87 dBu, -84 dBu, -81 dBu, -78 dBu, -75 dBu, -72 dBu, -69 dBu, -66 dBu, -63 dBu, -60 dBu, -57 dBu, -54 dBu, -51 dBu, -48 dBu, -48 dBu, or -42 dBu.*

To **adjust the noise gate**, do the following:

1. Stating at the Audio Options|Advanced menu, select **Noise Gate**.
2. Press the **SEL button**.  
*Front Hdst, Front Mic, Rear Hdst and Rear Mic appear in the panel display.*
3. Using the left or right arrow keys, select the **input** you want to apply the noise gate.
4. Press the **SEL button**.  
*The Noise Gate scroll list appears in the panel display.*
5. Using the up and down arrow keys, select the **gate level** you desire.

## Audio Options Menu, Chime

The **Chime** menu is used to set the volume for each of the built-in chimes, as well as to enable or disable preview of chimes during chime selection in this menu and others that reference chimes.

Available configurable options for this menu are:

<i>Preview</i>	When enabled, a preview of the chime is played each time a new chime is selected or while the volume is being adjusted, so you can listen to what it sounds like.
<i>Chime</i>	Allows the user to select between 12 system chimes. There are four User Chimes if the Audio Package is installed
<i>Volume</i>	Controls the volume of the chime. This field ranges from <i>-60dB to 10dB</i> . The default for this field is <i>-20dB</i> .

To **configure Chime on the keypanel**, do the following:

1. Starting at the Audio Options menu, select **Chime**.
2. Press the **SEL button**.  
*The Preview, Chime, and Volume scroll boxes appear in the panel display.*
3. Using the up or down arrow buttons, select **Yes** or **No** for Preview.
4. Using the left or right arrow buttons, select **Chime**.
5. Using the up or down arrow buttons, select the **system chime desired**.
6. Using the left or right arrow buttons, select **Volume**.
7. Using the up or down arrow buttons, select the **volume** you want the chime to sound.

## Audio Options Menu, Dim

To **configure Dim on the keypanel**, do the following:

1. Starting at Audio Options, select **Dim**.
2. Press the **SEL button**.  
*Headset and Speaker appear in the panel display.*
3. Using the left or right arrow buttons, select **Headset** or **Speaker**.
4. Press the **SEL button**.  
*Front and Rear appear in the panel display.*
5. Using the left or right arrow buttons, select **Front** or **Rear**.
6. Press the **SEL button**.  
*The Dim Amount scroll box appears.*
7. Using the up or down arrow buttons, select the **Dim Amount** you desire.

## Audio Options Menu, Ganged Vols

**Ganged Vols** is used to set what happens when adjusting the volume for a ganged channel pair when the volumes are not identical and one (1) of the volumes reaches the minimum or maximum level.

Available options:

<i>Disappearing Mode</i>	Allows adjustments to continue when one of the volumes of the ganged pair hits a limit. This setting adjusts the volume difference until the difference or offset between the volumes disappears.
<i>Fixed Offset Mode</i>	Prevents adjustments to continue when one of the volumes of the ganged pair hits a limit. This setting maintains the difference between the two volumes.

To **configure ganged volume**, do the following:

1. Starting at Audio Options, select **Ganged Vols**.
2. Press the **SEL button**.  
*Disappearing and Fixed Offset appear in the panel display.*
3. Using the left or right arrow buttons, select either **Disappearing** or **Fixed Offset**.
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Audio Options Menu, Headset Mic

The **Headset Mic** option allows the user to configure where audio is coming from and the type of microphone being used.

By default, if no headset is detected, the headset mic input is muted to avoid allowing noise to get to the system. This feature can be disabled.

### *Auto-Mute*

The **Auto-Mute** option is used to automatically mute the Mic Input when a headset mic is not detected.

Available selections for the Auto-mute menu are:

*Disabled*

*Enabled*

### *Mode*

Available selections for the Mode menu are:

*Disabled*

*Enabled*

*Switched (d)* When set to Switched, the state of the Headset Mic is controlled by the Mic Sel key.

## Type

Available selections for the Type menu are:

*Auto-Detect (default)*      The keypanel automatically detects the type of microphone connected.

*Dynamic*

*Electret*

To **configure the Headset Mic Auto-mute**, do the following:

1. Starting at the Audio Options menu, select **Headset Mic**.
2. Press the **SEL button**.  
*Front and Rear appear in the panel display.*
3. Using the right or left arrow buttons, select **Front** or **Rear**.
4. Press the **SEL button**.  
*Auto-Mute, Mode and Type appear in the panel display.*
5. Using the right or left arrow buttons, select **Auto-Mute**.
6. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
7. Using the right or left arrow buttons, select **Disabled** or **Enabled**.
8. Press the **SEL button**.  
*An arrow appears next to the selected option.*

To **configure the Headset Mic Mode**, do the following:

1. Starting at the Audio Options menu, select **Headset Mic**.
2. Press the **SEL button**.  
*Front and Rear appear in the panel display.*
3. Using the right and left arrow buttons, select **Front** or **Rear**.
4. Press the **SEL button**.  
*Auto-Mute, Mode and Type appear in the panel display.*
5. Using the right and left arrow buttons, select **Mode**.
6. Press the **SEL button**.  
*Disabled, Enabled, and Switched appear in the panel display.*
7. Using the right and left arrow buttons, select **Disabled**, **Enabled**, or **Switched**.
8. Press the **SEL button**.  
*An arrow appears next to the selected option.*

To **configure the Headset Mic Type**, do the following:

1. Starting at the Audio Options menu, select **Headset Mic**.
2. Press the **SEL button**.  
*Front and Rear appear in the panel display.*
3. Using the right and left arrow buttons, select **Front** or **Rear**.
4. Press the **SEL button**.  
*Auto-Mute, Mode and Type appear in the panel display.*
5. Using the right and left arrow buttons, select **Type**.
6. Press the **SEL button**.  
*Auto-Detect, Dynamic, and Electret appear in the panel display.*
7. Using the right and left arrow buttons, select **Auto-Detect**, **Dynamic**, or **Electret**.
8. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Audio Options Menu, Headset Speaker

The **Headset Spkr** menu option is used to control the headset detection functions: auto-transfer, which is used to detect if a headset is present and mode, which determines when and where audio is heard. Also from this menu, the Main shaft encoder is defined how to control the front and rear speakers.

### Volume Control

Available selections for the Volume Control menu are:

<i>Ganged</i>	The volume controls are tied to each other, only one knob is turned to adjust volume levels. The volume of both front and rear headset speakers are controlled together.
<i>Individual</i>	The volume controls are separate to each other.

**NOTE:** If you gang speakers and/or headset volumes, you may see a split volume bar if the front and rear have different volumes with ganging is enabled. The front speaker or headset is the top portion of the bar, while the bottom portion of the bar is the rear speaker or headset volume.

To define how the Main Volume shaft encoder controls the volume for the front and rear channels, do the following:

1. Starting at the Audio Options|Headset Spkr menu, select **Volume Control**.
2. Press the **SEL button**.  
*Ganged and Individual appear in the panel display.*
3. Using the left or right arrow buttons, select **Ganged** or **Individual**.
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

### Auto-Transfer

Available selections for the Auto-transfer menu are:

<i>Disabled</i>	
<i>Enabled</i>	When enabled, the keypanel automatically enters or leaves headset mode when a headset is plugged in or removed.

To configure the Headset Auto-Transfer function, do the following:

1. Starting at the Audio Options|Headset Spkr menu, select **Front** or **Rear**.
2. Press the **SEL button**.  
*Auto-Transfer and Mode appear in the panel display.*
3. Using the left or right arrow buttons, select **Auto-Transfer**.
4. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
5. Using the left or right arrow buttons, select **Disabled** or **Enabled**.
6. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Mode

Available selections for the Mode menu are:

*Always On (d)*

*Disabled*

*Switched* When set to Switched, the state of the Headset Spkr is controlled by the Mic Sel key.

To **configure the Headset Spkr Mode**, do the following:

1. Starting at the Audio Options|Headset Spkr menu, select **Front** or **Rear**.
2. Press the **SEL button**.  
*Auto-Transfer and Mode appear in the panel display.*
3. Using the left or right arrow buttons, select **Mode**.
4. Press the **SEL button**.  
*Both, Left Chan, and Right Chan appear in the panel display.*
5. Using the left or right arrow buttons, select the **mode** you want.
6. Press the **SEL button**.  
*Always On, Disabled, and Switched appear in the panel display.*
7. Using the left or right arrow buttons, select the **mode**.
8. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Audio Options Menu, Inputs

The **Inputs** menu is used to enable or disable volume control for audio inputs through the front panel encoder. The KP-5032/4016 has five (5) Input connectors on the back panel of the unit. By default, all inputs are enabled. This means the inputs are visible as inputs in the Mixing menu and (if mixed somewhere) can be selected for volume control.

If disabled, the inputs are not visible in the mixing menu and cannot be selected for volume control.

**NOTE:** Disabling an input does not undo any of the mixes you had previously established in the Mixing menu; however, it hides access to volume control of this input. This is useful if you want to set the matrix input volume, and then want to disable the volume control so users cannot adjust the Matrix volume.

To **enable or disable an input**, do the following:

1. Starting at the Audio Options|Inputs menu, select **Aux 1, Aux 2, Matrix In, OMNEO1** or **OMNEO2** (OMNEO 3-8 available, if licensed).
2. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
3. Using the arrow buttons, select **Enabled** to enable the selected Input.  
OR  
Using the arrow buttons, select **Disabled** to disable the selected Input



## Audio Options Menu, Key Volumes

The **Key Volumes** menu is used to enable or disable the adjusting of crosspoint listen gains. If key volumes are enabled, the user can adjust the list gains for Matrix crosspoints from the keypanels. Alternatively, you can reset key gains back to their default settings.

Available options for this menu are: *Adjust*, *Minimum*, and *Reset*.

### **Minimum**

The **Minimum** menu item is used to allow an administrator to set a minimum crosspoint volume for individual keys. This prevents users from lowering the crosspoint volume to an inaudible or muted level.

Available options for the minimum volume levels are: *Mute*, *-80dB to +6dB*.

**NOTE:** Key Volumes are either enabled for the entire keypanel or disabled for the entire keypanel. This setting cannot be set on a per key basis.

To **enable key volumes**, do the following:

1. Starting at the Audio Options|Key Volumes menu, select **Adjust**.
2. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
3. Using the left or right arrow buttons, select **Enabled**.
4. Press the **SEL button**.  
*Key volume adjustments are allowed by users.*

To **set the minimum volume on every key**, do the following:

1. Starting at the Audio Options|Key Volumes menu, select **Minimum**.
2. Press the **SEL button**.  
*Adjust Minimum Key Volumes appears in the panel display and the individual keys become active to change the minimum volume.*
3. Using the lever associated with the keypanel key, press **left to decrease or right to increase the volume**.

To **reset all key gains to their default value**, do the following:

1. Starting at the Audio Options|Key Volumes menu, select **Reset**.
2. Press the **SEL button**.  
*Cancel and Do Reset appear in the panel display.*
3. Using the left or right arrow buttons, select **Do Reset**.
4. Press the **SEL button**.  
*Volumes reset appears in the panel display.*

## Audio Options, Menu, LCP 16 CLD

The **LCP 16 CLD** (Level Control Panel) is connected to the keypanel. The LCP 16 CLD, when connected to a keypanel is only used to adjust input and output volumes. You may connect only one (1) LCP panel to the KP-5032 or KP-4016.

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**CAUTION:** Do not connect a KP-5032/4016 power supply to the LCP 16 CLD. Doing so could cause damage to the unit.

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**NOTE:** The LCP 16 CLD menu option in both the Audio Options and Display menus is also present when an LCP 16 CLD unit is connected to the keypanel or not.

To **configure an LCP 16 CLD via the KP-5032/4016 keypanel**, do the following:

1. Starting at the Audio Options|LCP 16 CLD menu, select the **encoder knob number** you want to configure.
2. Press the **SEL button**.  
*Inputs, Outputs, Sidetone, and Unassigned appears in the panel display.*
3. Using the left or right arrow buttons, scroll to select **Inputs** to configure the input level.  
OR  
Using the left or right arrow buttons, scroll to select **Outputs** to configure the output level.  
OR  
Using the left or right arrow buttons, scroll to select **Sidetone** to assign control of Sidetone level to the selected encoder.  
OR  
Using the left or right arrow buttons, scroll to select **Unassigned** to clear the assignment for the selected encoder.
4. Press the **SEL button**.  
*The LCP 16 CLD configuration is changed.*

## Audio Options Menu, Matrix Out

**Matrix Out** allows the user to select between Normal or Hot Mic. In Normal setting, audio from the selected active mic (based on the mic select feature, see “Audio Options Menu, Panel Mic” on page 205) goes out to the Matrix when any talk key is active. In the Hot Mic setting, audio from the mic goes out to the Matrix without regard to the talk key state.

By default, Matrix Out is set to *Normal* operation.

To **configure Matrix Out**, do the following:

1. Starting at the Audio Options| Matrix Out menu, select **Hot Mic** or **Normal**.
2. Press the **SEL button**.  
*An arrow appears next to the selected option.*

**NOTE:** When Hot Mic is enabled, the Hot Mic icon appears in the panel display.

## Audio Options Menu, Max Volume

The **Max Volume** menu is used to set the maximum level, in dB, of the volume the user can configure for a headset or a speaker. This feature prevents incoming audio from being too loud.

The range for this field is *Mute, -48dB to +10dB*.

The default setting is *10dB*.

To **set the maximum volume for headsets or speakers**, do the following:

1. Starting at the Audio Options|Max Volume menu, select **Headset** or **Speaker**.
2. Press the **SEL button**.  
*Front and Rear appear in the panel display.*
3. Using the left or right arrow buttons, select **Front** or **Rear**.
4. Press the **SEL button**.  
*The Max Volume: scroll box appears in the panel display.*
5. Using the up and down arrow buttons, scroll to the **maximum volume** you desire.

## Audio Options Menu, Mic Gain

**Mic Gain** allows the user to adjust the mic gain level, in dB, and enable or disable mic gain on the keypanel. For more information, see “Key Gain Adjustment” on page 51, “Key Gain Adjustment” on page 51, and “Aux Volume Adjustments” on page 54.

The range for this field is *-20dB to 10dB*.

By default, this field is set to *0dB*.

To **set the Mic Gain level**, do the following:

1. Starting at the Audio Options|Mic Gain menu, select **Level**.
2. Press the **SEL button**.  
*Front Hdset, Front Mic, Rear Hdset, and Rear Mic appear in the panel display.*
3. Using the left or right arrow buttons, select the **source to configure mic gain**.
4. Press the **SEL button**.  
*The Mic Gain scroll box appears in the panel display.*
5. Using the up and down arrow buttons, scroll to the **mic gain level** you desire.

To **enable/disable mic gain from the front panel of the keypanel**, do the following:

1. Starting at the Audio Options|Mic Gain menu, select **Adjust**.
2. Press the **SEL button**.  
*Disabled, Front Hdset, Front Mic, Rear Hdset, and Rear Mic appear in the panel display.*
3. Using the left or right arrow buttons, select the **resource** you want to configure.

## Audio Options Menu, Mic Mute

The **Mic Mute** menu is used to configure the actions of the Mic Mute key.

Available options are:

<i>Disabled</i>	By disabling the mic mute key, users are not able to mute the microphone from the front panel.
<i>Momentary</i>	The mic is muted for only as long as the mic mute key is held on.
<i>Toggle</i>	The mic mute key is enabled. In this mode, pressing the mic mute key toggles the mic mute state on and off.

By default, the Mic Mute menu is set to *toggle*.

To **configure Mic Mute**, do the following:

1. Starting at the Audio Options menu, select **Mic Mute**.
2. Press the **SEL button**.  
*Disable, Momentary and Toggle appear in the panel display.*
3. Using the left or right arrow buttons, select **Disabled, Momentary, or Toggle**.
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Audio Options Menu, Min Volume

The **Min Volume** menu item is used to set the minimum volume level, in dB, for different sources on the keypanel. This is the minimum volume level available when using the Main Volume and Aux Volume control knob, located on the front of the keypanel.

Available sources are: *Headset, Speaker, Aux 1, Aux 2, Matrix In, OMNEO 1*, and *OMNEO 2* (OMNEO 3-8 available, if licensed).

The range for this field is *-48dB to 10dB*, and *Mute*.

By default, this field is set to *-6dB* for Matrix In, all other options are set to *Mute*.

To **set the min volume**, do the following,

1. Starting at the Audio Options|Min Volume menu, select the **source** to set the minimum volume on.
2. Press the **SEL button**.  
*The Min Volume: scroll box appears in the panel display.*

**NOTE:** When Headset or Speaker is selected, you must designate the front or rear headset or speaker.

3. Using the up and down arrow buttons, scroll to the **minimum volume** you desire.

## Audio Options Menu, Output Level

The **Output Level** menu is used to adjust the nominal audio output level to the matrix.

The range for this field is *0dB to 8dB*.

By default, the output level is set to *8dB*.

To **set the Output Level**, do the following:

- > Starting at the Audio Options|Output Level menu, adjust the **output level**.

## Audio Options Menu, Panel Mic

The **Panel Mic** menu option is used to configure how the panel mic operates.

Available options for this field are:

*Disabled*

*Enabled*

*Switched*

When enabled, the state of the Panel Mic is controlled by the Mic Sel key.

**NOTE:** The default for the Rear Panel Mic is *disabled*, while the default for the Front Panel Mic is *switched*.

To **configure the panel mic**, do the following:

1. Starting at the Audio Options|Panel Mic menu, select **Front** or **Rear**.
2. Press the **SEL button**.  
*Disabled, Enabled, and Switched appear in the panel display.*
3. Using the left or right arrow buttons, select the **mode**.
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Audio Options Menu, Preamp Out

The **Preamp Out** menu is used to choose how audio is routed to the Preamp Output connector.

The selections available are:

*Disabled*

When Disabled is selected, keypanel audio is isolated from the preamp output connector.

*Hot Mic*

When Hot Mic is selected, audio is always available at the preamp output connector.

*Invert*

When Inverted is selected, keypanel audio is routed to the preamp output connector when no talk key is active.

*Switched (default)*

When Switched is selected, keypanel audio is routed to the preamp output connector when a talk key is active.

To **configure the preamp output connector**, do the following:

1. Starting at the Audio Options|Preamp Out menu, select the **preamp out option** you want.
2. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Audio Options Menu, Sidetone

The **Sidetone** menu is used to configure the level, in dB, at which the user hears their own voice. Most people prefer some amount of sidetone to overcome the muffled sensation when talking, especially when wearing a dual-sided headset.

The range for this field is *-65dB to 0dB*.

By default, the sidetone level is set at *-20dB*.

The available options for the sidetone mode are:

*Always On*

*Disabled*

*Switched (default)*      When set to Switched, the user's voice is heard only when a talk key is activated.

To **set the sidetone level**, do the following:

1. Starting at the Audio Options|Sidetone menu, select **Level**.
2. Press the **SEL button**.  
*The Sidetone Level scroll menu appears in the panel display. By default, sidetone is set to -20dB.*
3. Using the up and down arrow buttons, adjust the **sidetone level**.

To **set the sidetone mode**, do the following:

1. Starting at the Audio Options|Sidetone menu, select **Mode**.
2. Press the **SEL button**.  
*Always On, Disabled, and Switched appear in the panel display.*
3. Using the left or right arrow buttons, select the **mode** to operate sidetone.
4. Press the **SEL button**.

## Audio Options Menu, Speaker

The **Speaker** menu option is used to configure how the speaker operates. Also from this menu the Main Volume shaft encoder is defined how to control the front and rear speakers.

Available selections are:

*Always On*

*Disabled*

*Switched*      When set to Switched, the state of the speaker is controlled by the Mic Sel key.

To **configure the speaker**, do the following:

1. Starting at the Audio Options|Speaker menu, select **Front** or **Rear**.
2. Press the **SEL button**.  
*Always On, Disabled and Switched appear in the panel display.*
3. Using the left or right arrow buttons, select the **option** you want configured.
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Volume Control

Available selections for the Volume Control menu are:

**NOTE:** For more information on Ganged Volume configuration, see “Audio Options Menu, Ganged Vols” on page 197.

*Ganged* The volume controls are tied to each other, only one (1) knob is turned to adjust volume levels. The volume of both front and rear headset speakers are controlled together.

*Individual* The volume controls are independent of each other.

To **define how the Main shaft encoder controls the volume for the front and rear channels**, do the following:

1. Starting at the Audio Options|Speaker menu, select **Volume Control**.
2. Press the **SEL button**.  
*Ganged and Individual appear in the panel display.*
3. Using the left or right arrow buttons, select either **Ganged** or **Individual**.
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Audio Options Menu, Tone Gen

**Tone Gen** (tone generation) allows the user to turn the tone generator on or off. The tone generator is used to check the audio path from the keypad to the matrix.

Available selections for this menu are:

*500Hz Tone (default)*

*1kHz Tone*

To **enable/disable the tone generator**, do the following:

- > Starting at the Audio Options|Tone Gen menu, select **Tone Off** to disable the tone generator.  
OR  
Using the left or right arrow buttons, select **Tone On** to enable the tone generator.  
*An arrow appears next to the selected option.*

To **set the frequency level for the tone**, do the following:

1. Starting at the Audio Options|Tone Gen menu, select **Frequency**.
2. Press the **SEL button**.  
*1kHz Tone and 500Hz Tone appears in the panel display.*
3. Using the left or right arrow buttons, select **1kHz Tone** or **500Hz Tone**.  
*An arrow appears next to the selected option. If tone is enabled, an icon indicating 500Hz or 1kHz displays once the menu is exited.*

## Audio Options Menu, VM Options (Audio Package Only)

The **VM Options** menu is used to configure voice message playback options, voice message recording options, and mailbox full actions.

### *Playback Menu*

The **Playback** menu is used to configure how incoming audio (matrix input, aux input, etc) is handled while the user is listening to a voice message.

Available selections for this menu are:

<i>Isolate</i>	All other audio sources are removed from the speaker/headset when playing back a voice message. The user only hears the voice message playing, even if a call is coming in.
<i>Mix</i>	The voice message is routed to the speaker/headset along with any other audio sources (matrix input, aux inputs, etc.) The user hears all audio: voice messages, callers, etc.

### *Recording Menu*

The **Recording** menu is used to configure when to start and stop recording (Auto Recording). This menu is also used to configure the action taken when the voice message mailbox is full (When Mailbox Full).

#### *Auto Recording*

The Auto Recording menu is used to determine when recording begins.

Available options for this menu are:

<i>Disabled</i>	The panel only records when AFK mode is activated and somebody is leaving a message.
<i>Rolling Buffer</i>	The panel continuously records the last 30 seconds of audio, regardless of a voice message being left or not. A caller can still leave a voice message if the panel is AFK and the caller does the Shift+Talk action. (Rolling Buffer and Voice Messages are not mutually exclusive).

#### *When Mailbox Full*

<i>Delete Oldest</i>	When the voice message has reached its limit (7 messages), the oldest voice message is deleted from the queue to make room for an incoming message.
<i>Reject New</i>	When a call comes to a keypanel where the voice message has reached its limit (7 messages), the new caller cannot leave a voice message until space becomes available.



To **configure how incoming audio is handled while listening to voice message**, do the following:

1. Starting at the Audio Options|VM Options menu, select **Playback**.
2. Press the **SEL button**.  
*Isolate and Mix appear in the panel display.*
3. Using the arrow buttons, select **Isolate** or **Mix**.  
*An arrow appears next to the selected option.*

To **configure auto-recording on the keypanel**, do the following:

1. Starting at the Audio Options|VM Options menu, select **Recording**.
2. Press the **SEL button**.  
*Auto-Recording and When Mailbox Full appears in the panel display.*
3. Using the arrow buttons, select **Auto-Recording**.
4. Press the **SEL button**.  
*Disabled and Rolling Buffer appear in the panel display.*
5. Using the arrow buttons, select **Rolling Buffer** for the keypanel to record the 30 seconds on a loop.  
*An arrow appears next to the selected option.*

To **configure how incoming message requests are handled when the voice message mailbox is full**, do the following:

1. Starting at the Audio Options|VM Options menu, select **Recording**.
2. Press the **SEL button**.  
*Auto-Recording and When Mailbox Full appears in the panel display.*
3. Using the arrow buttons, select **When Mailbox Full**.
4. Press the **SEL button**.  
*Delete Oldest and Reject New appear in the panel display.*
5. Using the arrow buttons, select **Delete Oldest** to remove the oldest voice message to make room for new messages.  
OR  
Using the arrow buttons, select **Reject New** to reject the voice message request from incoming callers.  
*An arrow appears next to the selected option.*

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## Menu System, Display

Use this menu to display information about the keypanel configuration.

The information available for display is as follows:

*Assign Type*  
*Auto Dial*  
*Chans On*  
*Chime*  
*Exclusive*  
*Key Groups*  
*Key List*  
*LCP 16 CLD*  
*Level 2 (Key Assignments)*  
*Listen (Assignments)*  
*MAC Address*  
*Matrix*  
*Panel ID*  
*Solo Key*  
*(Keypanel Firmware) Version*

### Display Menu, Assign Type

**Assign Type** displays the talk level 1 assignment types for all keys.

To **display the types of key assignments assigned to the KP-5032/4016**, do the following:

1. On the keypanel keypad, press **MENU**.  
*The Information menu appears.*
2. Using the left and right arrow buttons, select **Display**.
3. Press the **SEL button**.  
*The Display submenu appears.*
4. Using the left and right arrow buttons, select **Assign Type**.
5. Press the **SEL button**.  
*The assignment types appear on the appropriate key displays.*

### Display Menu, Auto Dial

**Auto Dial** displays the keypanel keys assigned 1-touch auto dial numbers. 1-Touch auto dial numbers are configured using the locally stored numbers on the keypanel. Once a 1-touch auto dial key is configured, press the configured key to cause the TIF to go off-hook and auto dial the selected number.

To **display the auto dial numbers assigned to the keypanel keys**, do the following:

1. Starting at the Display menu, select **Auto Dial**.
2. Press the **SEL button**.  
*1-Touch Auto Dial appears in the panel display and the keys with 1-Touch Auto Dial numbers assigned are indicated with a red bar talk bar.*

## Display Menu, Chans On

**Chans On** displays a scroll list of all intercom ports with crosspoints currently closed to this keypanel. Chans On is typically used to locate an open mic or other open audio source that needs to be shut off. The most likely cause is a talk key that has been left on at some keypanel. In this case, use the arrow buttons to quickly page-scroll through the list of names. Press the call waiting window key to ask the person at the other end of the connection to turn off the talk key.

To **display the Chans On information**, do the following:

1. Starting at the Display menu, select **Chans On**.
2. Press the **SEL button**.  
*The Chans On display appears showing the active channels.*

## Display Menu, Chime

**Chime** displays all keys with the chime option enabled on them in red. For more information, see “Key Options Menu, Chime” on page 220.

To **display keys with Chime enabled**, do the following:

1. Starting at the Display menu, select **Chime**.
2. Press the **SEL button**.  
*The Chime display appears showing chime enabled keys in red.*

## Display Menu, Exclusive

**Exclusive** displays all keys with the exclusive key assignment. For more information, see “Key Options Menu, Exclusive” on page 221.

To **display the Exclusive Keys information**, do the following:

1. Starting at the Display menu, select **Exclusive**.
2. Press the **SEL button**.  
*The Exclusive display appears showing exclusive keys in red.*

**NOTE:** You can assign more than one (1) Exclusive key. Only one (1) key marked as an Exclusive key can be turned on at any time. Pressing an Exclusive key turns off any other Exclusive key already active.

## Display Menu, Key Groups

**Key Groups** displays a scroll list of groups available on the keypanel.

To **display the different groups available**, do the following:

1. Starting at the Display menu, select **Key Groups**.
2. Press the **SEL button**.  
*Group 1, Group 2, Group 3, and Group 4 appear in the panel display.*
3. Using the arrow buttons, select the **Group** you want to display.
4. Press the **SEL button**.  
*The Master key appears in red, while the slave keys appear in green.*

## Display Menu, Key List

**Key List** displays and allows users to see all the other assignments on other keypanel pages not currently showing in the keypanel display.

To **display the Key List information**, do the following:

1. Starting at the Display menu, select **Key List**.
2. Press the **SEL button**.  
*The Key List displays all the assignments not currently displayed on the keypanel.*

## Display Menu, LCP 16 CLD

**LCP 16 CLD** displays the LCP 16 CLD shaft encoder assignments for the keypanel key.

To **display the LCP 16 CLD assignments on the KP-5032/4016**, do the following:

1. Starting at the Display menu, select **LCP 16 CLD**.
2. Press the **SEL button**.  
*The LCP 16 CLD assignments appear under the corresponding keys in the KP-5032/4016 Series display panel.*

**NOTE:** If an LCP 16 CLD is not detected by the KP-5032/4016 keypanel, the message LCP 16 CLD Assigns (LCP Not Detected) appears.

## Display Menu, Level 2

**Level 2** displays the talk level 2 assignments for any key that has them assigned. Talk level 2 assignments are used to call two (2) users at one (1) time, activated when the Level 1 assignment is used.

To **display the Level 2 Talk information**, do the following:

1. Starting at the Display menu, select **Level 2**.
2. Press the **SEL button**.  
*The Level 2 display appears showing the level 2 talk assignments.*

## Display Menu, Listen

**Listen** displays the listen assignments for all keys, if applicable.

To **display the Level 2 Talk information**, do the following:

1. Starting at the Display menu, select **Listen**.
2. Press the **SEL button**.  
*The Listen display appears showing the listen assignments for all keys (if assigned).*

## Display Menu, MAC Address

**MAC Address** displays the MAC Address of the keypanel.

To **display the MAC Address**, do the following:

1. Starting at the Display menu, select **MAC Address**.
2. Press the **SEL button**.  
*The MAC Address for the keypanel appears.*

## Display Menu, Matrix

**Matrix** displays the intercom system name for all talk level 1 key assignments. The local intercom is represented by a green key, while a remote intercom is represented by a red key. If a key assignment is not present on a key, an unassigned key displays.

In non-trunked intercom systems, the intercom system name is always LOCL (local). In trunked systems, intercom system names are created in TrunkEdit (*Intercoms/Names*).

To **display the matrix intercom system name**, do the following:

1. Starting at the Display menu, select **Matrix**.
2. Press the **SEL button**.  
*The Matrix display appears showing the matrix intercom system.*

## Display Menu, Panel ID

**Panel ID** displays the port number to which the keypanel is connected.

**NOTE:** When the keypanel is not scroll enabled, the Panel ID displays only the port number in the panel display. When the keypanel is scroll enabled, the port number and port alpha are displayed.

To **display the panel ID**, do the following:

1. Starting at the Display menu, select **Panel ID**.
2. Press the **SEL button**.  
*The Panel ID display appears showing the port number and alpha (if applicable) for the keypanel.*

## Display Menu, Solo

**Solo** displays the key with the solo assignment. For more information, see “Key Options Menu, Latching” on page 223.

To **display the Solo Key information**, do the following:

1. Starting at the Display menu, select **Solo**.
2. Press the **SEL button**.  
*The Solo display appears showing solo keys in red.*

**NOTE:** You may only assign one (1) solo key at a time.

## Display Menu, Version

**Version** displays the firmware version currently running on the keypanel.

**NOTE:** For firmware upgrades, contact customer service. The keypanel firmware can be upgraded through AZedit.

To **display the firmware version currently loaded on the keypanel**, do the following:

1. Starting at the Display menu, select **Version**.
2. Press the **SEL button**.  
*The Version display appears showing firmware version for the keypanel.*

---

## Menu System, Key Assign Menu

The **Key Assign** menu is used to assign intercom key assignments and auto functions to keypanel keys.

Available options for this menu are:

*Matrix (only in trunked systems)*

*Pt-to-Pt*

*Party Line*

*IFB*

*Special List*

*Sys Relay*

*Camera ISO*

*UPL*

*IFSL*

*Auto Func*

To **access the key assign menu options**, do the following:

1. Starting at the Key Assign menu, select the **key assignment type** you want to assign.
2. Press the **SEL button**.  
*A scroll list of available assignments appears.*

### Key Assign Menu, Matrix (Trunked System Only)

**Matrix** only appears for trunked intercom systems. You must select a remote intercom matrix before assigning intercom keys to destinations in that matrix. You do not need to select matrix to assign keys to destinations in your own matrix. Also, you do not need to select matrix when assigning an auto function key to a matrix.

To **assign a remote assignment to the KP-5032/4016**, do the following:

1. Starting at the KeyAssign|Matrix menu, select a **remote intercom**.
2. Press the **SEL button**.  
*A scroll list of available assignments appears.*
3. Using the arrow buttons, select the **assignment** you want to assign to the keypanel key.
4. Press the **SEL button**.  
*A list of auto-functions appear.*
5. Using the arrow buttons, select the **auto-function** you want to assign to the assignment, if applicable.
6. Press the **SEL button**.  
*Tap Key appears in the panel display.*
7. Press down on the **keypanel key position** where you want the assignment to appear.  
*The alpha name appears on the key.*

## Key Assign Menu, Pt-to-Pt

**Pt-to-Pt** assigns a key that talks or listens to another intercom port.

**NOTE:** Some Pt-to-Pt destinations may be non-keypanel devices that cannot activate talk and listen paths. Therefore, if you want full communication, you may need to assign both talk and listen on the key. For more information, see “Key Assign Menu, Auto Func” on page 218.

To **assign Pt-to-Pt to the keypanel key**, do the following:

1. Starting at the Key Assign|Pt-to-Pt menu, select the **port** you want to assign to the keypanel key.
2. Press the **SEL button**.  
*A list of auto-functions appear.*
3. Using the arrow buttons, select the **auto-function** you want to assign to the Pt-to-Pt assignment, if applicable.
4. Press the **SEL button**.  
*Tap Key appears in the panel display.*
5. Press down on the **keypanel key position** where you want the Pt-to-Pt assignment to appear.  
*The key color changes and the alpha appears on the key.*

## Key Assign Menu, Party Line

**Party Line** assigns a key that talks and/or listens to a party line. Party Lines are defined in AZedit.

**NOTE:** Party Line members are usually non-keypanel devices that cannot activate talk and listen paths. Therefore, if you want full communication, you need to assign both talk and listen on the key. If all communications are normally 2-way, you may wish to assign the key as Talk+Auto Listen.

To **assign a Party Line to the keypanel key**, do the following:

1. Starting at the KeyAssign|Party Line menu, select the **party line** you want to assign to the keypanel key.
2. Press the **SEL button**.  
*A list of auto-functions appear.*
3. Using the arrow buttons, select the **auto-function** you want to assign to the Party Line assignment, if applicable.
4. Press the **SEL button**.  
*Tap Key appears in the panel display.*
5. Press down on the **keypanel key position** where you want the Party Line assignment to appear.  
*The key color changes and the alpha appears on the key.*

## Key Assign Menu, IFB

**IFB** assigns the IFB assignment type to a key. By default, all IFBs are restricted. You must select the appropriate scroll enable check box in AZedit, to see IFBs.

To **assign an IFB to the keypanel key**, do the following:

1. Starting at the KeyAssign|IFB menu, select the **IFB assignment** you want to assign to the keypanel key.
2. Press the **SEL button**.  
*A list of auto-functions appear.*
3. Using the arrow buttons, select the **auto-function** you want to assign to the IFB assignment, if applicable.
4. Press the **SEL button**.  
*Tap Key appears in the panel display.*
5. Press down on the **keypanel key position** where you want the IFB assignment to appear.  
*The key color changes and the alpha appears on the key.*

## Key Assign Menu, Spcl List

**Spcl List** assigns a key that talks and/or listens to a special list. The key is not available until members have been assigned to the special list in AZedit.

**NOTE:** Special List members can be non-keypanel devices that cannot activate talk and listen paths. Therefore, if you want full communication with all members of the special list, you may need to assign both talk and listen on the key.

To **assign a Special List to the keypanel key**, do the following:

1. Starting at the KeyAssign|Special List menu, select the **Special List** you want to assign to the keypanel key.
2. Press the **SEL button**.  
*A list of auto-functions appear.*
3. Using the arrow buttons, select the **auto-function** you want to assign to the Special List assignment, if applicable.
4. Press the **SEL button**.  
*Tap Key appears in the panel display.*
5. Press **down** on the keypanel key position where you want the Special List assignment to appear.  
*The key color changes and the alpha appears on the key.*

## Key Assign Menu, Sys Relay

**Sys Relay** refers to any of several types of control devices that can exist in the intercom system, including:

- The 8 GPI outputs from an ADAM Frame (J11 on the XCP-ADAM-MC Breakout Panel).
- The GPI outputs from an Cronus (J9 on the back of Cronus).
- The GPI outputs of an Zeus III Frame (located on the rear panel).
- The 16 GPI outputs of a UIO-256 or GPIO-16 Frame (J5 on the UIO-256/GPIO-16 back panel).

To **assign a Relay to the keypanel key**, do the following:

1. Starting at the KeyAssign|Sys Relay menu, select the **Relay** you want to assign to the keypanel key.
2. Press the **SEL button**.  
*A list of auto-functions appear.*

**NOTE:** You will not hear anything if you listen to a Relay, but you can activate the relay with either a talk or listen key.

3. Using the arrow buttons, select the **auto-function** you want to assign to the relay assignment, if applicable.
4. Press the **SEL button**.  
*Tap Key appears in the panel display.*
5. Press down on the **keypanel key position** where you want the Relay assignment to appear.  
*The key color changes and the alpha appears on the key.*



## Key Assign Menu, Camera ISO

**Camera ISO** assigns an **ISO** (isolate) assignment type to the key. By default, all ISOs are restricted. You must select the appropriate scroll enable check box in AZedit, to see ISOs.

To **assign a Camera ISO to the keypanel key**, do the following:

1. Starting at the KeyAssign|Camera ISO menu, select the **ISO** you want to assign to the keypanel key.
2. Press the **SEL button**.  
*A list of auto-functions appear.*
3. Using the arrow buttons, select the **auto-function** you want to assign to the Camera ISO assignment, if applicable.
4. Press the **SEL button**.  
*Tap Key appears in the panel display.*
5. Press down on the **keypanel key position** where you want the Camera ISO assignment to appear.  
*The key color changes and the alpha appears on the key.*

## Key Assign Menu, UPL Resources

**UPL Resources** assigns a key the UPL resource assignment type to the key. By default, all UPL resources are restricted. You must select the appropriate scroll enable check box in AZedit, to see UPLs.

To **assign a UPL to the keypanel key**, do the following:

1. Starting at the KeyAssign|UPL menu, select the **UPL** you want to assign to the keypanel key.
2. Press the **SEL button**.  
*A list of auto-functions appear.*

**NOTE:** You will not hear anything if you listen to a UPL Resource, but you can activate the UPL with either a talk or listen key.

3. Using the arrow buttons, select the **auto-function** you want to assign to the UPL assignment, if applicable.
4. Press the **SEL button**.  
*Tap Key appears in the panel display.*
5. Press down on the **keypanel key position** where you want the UPL assignment to appear.  
*The key color changes and the alpha appears on the key.*

## Key Assign Menu, IFB SL

**IFB SL** (IFB Special List) is similar to a special list, except the members of these special lists are IFB assignments. IFB SLs are useful when a producer of a news program needs to talk to all the talent at the same time (most talent assignments are IFB assignments).

To **assign an IFSL to the keypanel key**, do the following:

1. Starting at the KeyAssign|IFSL menu, select the **IFSL** you want to assign to the keypanel key.
2. Press the **SEL button**.  
*A list of auto-functions appear.*
3. Using the arrow buttons, select the **auto-function** you want to assign to the IFSL assignment, if applicable.
4. Press the **SEL button**.  
*Tap Key appears in the panel display.*
5. Press down on the **keypanel key position** where you want the IFSL assignment to appear.  
*The key color changes and the alpha appears on the key.*

## Key Assign Menu, Auto Func

**Auto Func** assigns an auto function to the key.

Available options for this menu are:

<i>AF</i>	Auto Follow for listen keys only.	Listens to what is assigned on the Talk key.
<i>AL</i>	Auto Listen for listen keys only.	When Talk is pressed, the Listen turns on.
<i>AM</i>	Auto Mute for listen keys only.	If Listen is active and Talk is pressed, Listen turns off.
<i>AR</i>	Auto Recip for listen keys only.	Listen is always on.
<i>AC</i>	All Call for talk level 1 only.	Turns all Talk keys on to the left of the AC key, up to the next AC key or the end of the row.
<i>Dim</i>	Dim Table function, for talk level 2 on point-to-point keys only.	

To **assign an Auto Function**, do the following:

1. Starting at the KeyAssign|Auto Funcs menu, select the **auto function** you want to assign to the keypanel key.
2. Press the **SEL button**.  
*Tap Key appears in the panel display.*
3. Press the **keypanel key** to which you want to assign the auto function.

---

## Menu System, Key Options Menu

The **Key Options Menu** is used to configure many of the keypanel operation options, such as auto dial functions, chime keys and duration, exclusive keys, key group assignments, solo key configuration, latching options, button lock, and tally operation.

Available options for this menu are:

*Auto Dial*  
*Chime*  
*Clear*  
*Exclusive*  
*Icons*  
*Key Groups*  
*Latching*  
*Lock*  
*Panel Swap*  
*Solo*  
*Tallies*  
*Turn Off*

### Key Options Menu, Auto Dial

**Auto Dial** stores commonly used phone numbers in the auto dial list locally on the keypanel.

You can also create a centralized auto dial list which is stored on the Master Controller and maintained through AZedit. For more information, see “Centralized Auto Dials” on page 253.

You can configure *up to 100 locally stored auto dial numbers*.

You can also configure 1-Touch TIF Auto Dial. 1-Touch Auto Dials are configured using the locally stored numbers on the keypanel. Once a 1-Touch Auto Dial key is configured, pressing the configured key causes the TIF to go off-hook and auto dial the selected number.

To **store an auto dial number**, do the following:

1. Starting at the Key Options|Auto Dial menu, select **Numbers**.
2. Press the **SEL button**.  
*#01: <empty> appears in the panel display.*
3. Use the arrow buttons, to scroll to the **auto dial entry** you want to use.

**NOTE:** There are up to 100 auto dial entries available.

4. Press the **SEL button**.  
*#01: with a blinking cursor appears in the panel display.*
5. Using the keypanel keypad, enter the **phone number** you want to store (for example, 5551234567).

---

**IMPORTANT:** You must use FWD/BACK on the KP-5032 or Aux Shaft Encoder push (FWD)/MAIN Shaft Encoder push (BACK) on the KP-4016.

---

6. On the keypanel keypad, press **FWD**.  
*Save Number? appears in the panel display.*
7. Press the **SEL button**.  
*The auto dial position number and telephone number appear in the panel display.*

To **delete a stored auto dial number**, do the following:

1. Starting at the Key Options|Auto Dial menu, select **Numbers**.
2. Press the **SEL button**.  
*#01:<empty> appears in the panel display.*
3. Using the arrow buttons, select the **Auto Dial number** you want to remove.
4. Press the **SEL button**.  
*#01: with a flashing cursor appears.*

**NOTE:** #01 is used for example purposes only. Depending on the auto dial number you want to delete determines the number seen here.

5. Press **FWD**.  
*Save Number? appears.*
6. Press the **SEL button**.  
*#01: <empty> appears in the panel display. The auto dial number is erased.*

To **configure a 1-touch auto dial key**, do the following:

1. Starting at the Key Options|Auto Dial menu, select **1-Touch**.
2. Press the **SEL button**.  
*Tap Key appears in the panel display.*
3. Tap the **key** you want to put the TIF 1-Touch assignment.  
*A scroll list of auto dial phone numbers appear.*
4. Using the arrow buttons, select the **phone number** you want to assign to the key.

**NOTE:** To hang up after using the 1-Touch key, you must use the TIF menu or assign Drop to a UPG key. For more information, see “User Programmable Buttons” on page 72.

## Key Options Menu, Chime

**Chime** indicates a chime tone sounds on incoming call announcements for selected keypanel keys. You can configure the chime tone to activate for a specified amount of time after a call is received.

The range for this field is one (1) second to five (5) minutes.

**NOTE:** Keys that have the currently selected Chime and Duration are shown with a red talk bar. Keys with a different chime or duration are shown with a green talk bar. Keys with no chime do not show a talk bar.

To **add a chime tone to keypanel keys**, do the following:

1. Starting at the Key Options, select **Chime**.
2. Press the **SEL button**.  
*A Chime scroll box and a Duration scroll box appear in the panel display.*
3. Using the up and down arrow buttons, select the **system chime** (or user chime if Audio package is installed) you desire (for example, System #1through System #12.User 1 through User 4, if Audio package is installed)
4. Press the **SEL button**.  
*The focus moves to the duration scroll box.*
5. Using the up and down arrow buttons, select the **duration of the chime**.
6. Tap **down** on each keypanel key to which you want to add Chime.

**NOTE:** Assigning <none> clears the chime from the key. When you change chime types, if Preview is enabled, you hear the chime play. Also, if you lift the listen key for any key showing it has a chime assigned, you hear the chime associated with that key.

## Key Options Menu, Clear

The **Clear** menu option is used to clear any key options that have been assigned to a specific key or to clear the UPG button assignment.

To **clear a key's key options**, do the following:

1. Starting at the Key Options menu, select **Clear**.
2. Press the **SEL button**.  
*Tap Key appears in the panel display.*
3. Tap the **key** you want to clear the key options from.  
*The key options are removed from the keypad key.*

To **clear a UPG key options**, do the following:

1. Starting at the Key Options menu, select **Clear**.
2. Press the **SEL button**.  
*Tap Key appears in the panel display.*
3. Press or tap the **UPG key** you want to clear the UPG programming from.  
*The key options are removed from the UPG key.*

## Key Options Menu, Exclusive

**Exclusive** allows the user to set up keys that cause any other exclusive keys to turn off when activated. Unlike the solo option, when the exclusive option is deactivated, the other exclusive key turns off and does not turn back on. You can assign multiple exclusive keys.

To **create an exclusive key assignment**, do the following:

1. Starting at the Key Options menu, select **Exclusive**.
2. Press the **SEL button**.  
*Tap Key appears in the panel display.*
3. Tap **down** on any keypad key you want to assign the exclusive key option.  
*The key display turns red.*

To **remove an exclusive key assignment**, do the following:








1. Starting at the Key Options menu, select **Exclusive**.
2. Press the **SEL button**.  
*Tap Key appears in the panel display.*
3. Tap **down** on each red keypad key from which you want to remove the exclusive key option.  
*The selected keys return to the unassigned state (light blue color).*

## Key Options Menu, Icons

The **Icons** menu option is used to enable icon overlays for various key states. There are seven (7) key states that can be indicated using an icon.

By default, icons are enabled, which means they are displayed.

The icons available are:

	Gold Star	Key is Solo Key
	Black Phone	Key has TIF Assignment
	Globe	Key has Remote/Trunk assignment
	Bell	Key has Chime
	Plus	Key is Group Master
	Number Sign	Key has Auto-Dial
	Minus	Key is Exclusive

To **enable/disable icon overlays**, do the following:

1. Starting at the Key Options menu, select **Icons**.
2. Press the **SEL button**.  
*An Icon scroll box and a Display scroll box appear in the panel display.*
3. Using the up and down arrows, select the **key state** you want from the Icon scroll box.
4. Using the left and right arrows, select **Display**.
5. Using the up and down arrows, select **Enable** to display the icon.  
OR  
Using the up and down arrows, select **Disable** to hide the icon.
6. Repeat **steps 3 through 5** until you are finished.

## Key Options Menu, Key Groups

**Key Groups** is used to create a key group. A key group allows the user to activate a group of keys by activating one (1) key (the master key). When the master key is activated, all keys in the group become active.

You can create *up to four (4) key groups*.

To **create a key group**, do the following:

1. Starting at the Key Options|Key Groups menu, select the **Group** (1–4) you want to create.
2. Press the **SEL button**.  
*Tap Master Key appears in the panel display.*
3. Tap **down on the keypad key** you want to act as the master key.  
OR  
Press **FWD** to skip creating a Master key  
*The selected key displays a red talk bar and Tap Slave Key(s) appears in the panel display.*

**NOTE:** A group without a master key cannot be activated by a key press, but may still be activated by a GPI Input or UPG key.

4. Tap **down on the keypad keys** you want to be activated when the master key is selected.  
*The selected keys display a green talk or listen bar.*

To **delete a key group**, do the following:

1. Starting at the Key Options|Key Groups menu, select the **Group** (1-4) you want to delete.
2. Press the **SEL button**.  
*Tap the Master Key appears in the panel display.*
3. Press the **FWD key**.  
*The selected key returns to the unassigned state (light blue color) and Tap Slave Key(s) appears in the panel display.*
4. Tap **down on the green keypad keys** you want to remove from the group.  
*The selected keys lose their green talk or listen bar.*

## Key Options Menu, Latching

**Latching** is used to enable or disable the keypad key to stay on when pressed. When Latching is enabled, the talk function stays on after the talk key is pressed briefly. Otherwise, the talk function only works when the button is pressed. You configure globally across all keys, or on a per key basis.

**NOTE:** A key only latches if it is pressed and released within 0.5 seconds. Otherwise, the key always turns off when released.

By default, latching is *enabled*.

To **set latching on a keypad key**, do the following:

1. Starting at the Key Options menu, select **Latching**.
2. Press the **SEL button**.  
Global and Per Key appear in the panel display.
3. Using the left and right arrow buttons, select either **Global** or **Per Key**.
4. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
5. Using the arrow buttons, select **Enabled** or **Disabled**.  
*An arrow appears next to the selected option.*

## Key Options Menu, Lock (Button Lock)

**Lock** is used to lock keypad keys in the on or off position. Each key may be independently locked on or off.

To **lock a button on**, do the following:

1. Starting at the Key Options| menu, select **Lock**.
2. Press the **SEL button**.  
*Tap Key appears in the panel display.*
3. Tap a **key** once to lock it on.  
*A green indicator appears. This indicates the key is locked on.*  
OR  
Tap the **key again** to lock it off.  
*A red indicator appears indicating the key is locked off, meaning the user cannot turn the key on or off.*  
OR  
Tap the **key again** to release the lock.

## Key Options Menu, Panel Swap

**Panel Swap** gives users the ability to quickly and easily change a group of keypad assignments on the keypad. This is done through the use of virtual expansion panels. Panel swap differs from changing setup pages because the keys can stay active even when they are no longer visible on the main panel. Also, panel swap allows the user a 1-touch trigger to complete two (2) actions at once.

---

<b>IMPORTANT:</b>	<p>The number of actual physical keys on the keypad and any attached actual physical expansion panel must be less than the numbers of keys per port supported by the intercom.</p> <p>For example, the KP-5032 has 32 physical keys and the matrix supports 64 keys per port; therefore, two (2) virtual EKP can be used (since each EKP adds 16 physical keys to the keypad).</p> <p>However, a KP-5032 with two (2) EKP-4016s already has 64 physical keys, so virtual EKPs cannot be used unless the Intercom is configured for 96 or 128 ports.</p>
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Panel swap can be activated by (or triggered by) a UPG key, a GPI Input, or GPI Output allowing local or remote access. A GPI board does not need to be installed to be controlled by GPI Outputs. However you must set up a Setup Page in AZedit for the virtual EKP to be able to assign key assignments.



**TABLE 10.** Number of Virtual EKPs supported with different keypad and intercom configurations

<b>Intercom configured for 64 keys</b>	<b># of Physical EKP-4016 Panels attached</b>	<b># of Virtual EKPs supported on KP-5032</b>	<b># of Virtual EKPs supported on KP-4016</b>
	0	2	3
	1	1	2
	2	0	1
	3	n/a	0

<b>Intercom configured for 96 keys</b>	<b># of Physical EKP-4016 Panels attached</b>	<b># of Virtual EKPs supported on KP-5032</b>	<b># of Virtual EKPs supported on KP-4016</b>
	0	4	5
	1	3	4
	2	2	3
	3	1	2
	4	0	1
	5	n/a	0

<b>Intercom configured for 128 keys</b>	<b># of Physical EKP-4016 Panels attached</b>	<b># of Virtual EKPs supported on KP-5032</b>	<b># of Virtual EKPs supported on KP-4016</b>
	0	6	7
	1	5	6
	2	4	5
	3	3	4
	4	2	3
	5	1	2
	6	0	1
	7	n/a	0

***Panel Swap Control Options***

There are five (5) ways to activate panel swap:

*Keypad FWD*

*Keypad BACK*

*Keypad UPG1 to UPG 9*

*GPI Inputs Opto 1 and Opto 2*


*GPI Outputs Relay 1 and 2*


***Navigation Mode for Panel Swap***

Once you have selected the control trigger, select what panel swap action is performed:

*Cycle To*                      Cycle to the Next or Previous panel.

*Switch To*                      Switch to a specific panel (for example, MAIN, EKP1, EKP2, etc.

The following icon appears briefly when the Main page is showing .


The following icon appears when the first virtual EKP is showing . Subsequent virtual EKPs display their number in the icon.

*Toggle To*                      Toggle between MAIN and a specific virtual EKP.

*Unassigned*                      Used to erase the panel swap action from a trigger or control mechanism.

### Panel Swap Key States

**Key States** define what happens to the key states when a row of keys is not currently visible. There are two (2) possible modes of operation:

- Force Off*     Talk and listen key states are forced off when the row of keys is not visible.
- Retain*        Talk and listen key states are retained when the row of keys is not visible.  
When retain is selected and active talk or listen keys are not visible, the following icon shows in the panel display. 

In the menu structure, under Panel Swap, the menu items Control and Key States appear, but are unavailable on the keypanel until one (1) or more virtual EKPs are enabled.

To **enable virtual keypanels**, do the following:

1. Starting at the Key Options|Panel Swap menu, select **Virtual EKPs**.
2. Press the **SEL button**.  
*None, 1 EKP, 2 EKPs, etc appear in the panel display.*

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**IMPORTANT:**        The number of virtual EKPs that appear in the selections depends on the number of keys per port the intercom is configured for.

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3. Using the arrow buttons, select the **maximum number of virtual EKPs to enable**.
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

To **configure how to access the virtual EKPs from the front of the keypanel**, do the following:

1. Starting at the Key Options|Panel Swap menu, select **Control**.
2. Press the **SEL button**.  
*GPI Inputs, GPI Outputs, and Keypad appear in the panel display.*
3. Using the arrow buttons, select the **control mechanism** desired.
4. Press the **SEL button**.  
*The appropriate sub-control mechanism appears (see “Panel Swap Control Options” on page 225).*
5. Using the arrow buttons, select the **sub-control mechanism**.
6. Press the **SEL button**.  
*Cycle To, Switch To, Toggle To, and Unassigned appear in the panel display.*
7. Using the arrow buttons, select the **navigation mode** desired.
8. Press the **SEL button**.  
*A list of actions for the keypanel action appears in the panel display (see “Panel Swap Key States” on page 226).*
9. Using the arrow buttons, select the **action** desired.
10. Press the **SEL button**.  
*An arrow appears next to the selected option.*

To **configure the panel swap key states**, do the following:

1. Starting at the Key Options|Panel Swap menu, select **Key States**.
2. Press the **SEL button**.  
*Force Off and Retain appear in the panel display.*
3. Using the arrow buttons, select the **key state** you want to enable (see “Panel Swap Key States” on page 226).
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

To **erase any programming from the panel swap configuration**, do the following:

1. Starting at the Key Options|Panel Swap menu, select **Control**.
2. Press the **SEL button**.  
*GPI Inputs, GPI Outputs, and Keypad appear in the panel display.*
3. Using the arrow buttons, select the **control mechanism you want to erase**.
4. Press the **SEL button**.  
*The appropriate sub-control mechanism appears (see “Panel Swap Control Options” on page 225).*
5. Using the arrow buttons, select the **sub-control mechanism you want to erase**.
6. Press the **SEL button**.  
*Cycle To, Switch To, Toggle To, and Unassigned appear in the panel display.*
7. Using the arrow buttons, select **Unassigned**.
8. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Key Options Menu, Solo

**Solo** allows the user to set up a key that causes all other keys to turn off when activated. However, when the solo key is released, the keys that were turned off by the solo key turn back on.

You can assign only one (1) solo key.

To **create a solo key**, do the following:

1. Starting at the Key Options menu, select **Solo**.
2. Press the **SEL button**.  
*Tap Key appears in the panel display.*
3. Tap **down on the keypanel key** you want to configure as solo.  
*The selected talk key indicator turns red.*

To **remove a solo key**, do the following:

1. Starting at the Key Options menu, select **Solo**.
2. Press the **SEL button**.  
*Tap Key appears in the panel display.*
3. Tap **down on the red solo keypanel key** you want to remove the solo assignment.  
*The selected talk key indicator turns red.*

## Key Options Menu, Tallies

**Tallies** are used to indicate incoming calls with blinking alpha assignments. You can configure tally time as 5, 10, or 15 seconds or set it as indefinite.

If indefinite is selected, when a caller presses and releases the talk key, a tally with a minimum duration appears. If the call is answered before the minimum duration is met, the tally is cancelled. However, if indefinite is selected and a caller presses and holds (or latches) the talk key, the tally continues until the caller releases the key. This means the tally continues through the call if the caller does not release the key.

**NOTE:** When KP-5032/4016 keypanels are connected to legacy intercoms (for example, intercoms that do not support Enhanced Tallies, the available options for this menu are relevant.

When KP-5032/4016 keypanels are connected to intercoms that support Enhanced Tallies, the Enhanced Tallies view allows you to globally configure how the tally behaves. (the options in the Tally menu in the keypanel are not relevant). For more information, see “Enhanced Tallies” on page 82.

By default, tallies are set to *15 seconds*.

To **set the tally time on an incoming call**, do the following:

1. Starting at the Key Options|Tallies menu, select **Min Duration**.
2. Press the **SEL button**.  
*A Min Duration scroll box appears in the panel display.*
3. Using the up and down arrow buttons, select the **duration** you desire.

To **set the tally time to indefinite on an incoming call**, do the following:

1. Starting at the Key Options|Tallies menu, select **Indefinite**.
2. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
3. Using the up and down arrow buttons, select **Disable** or **Enable**.

## Key Options Menu, Turn Off

The **Turn Off** menu item allows the user to quickly turn off all keys, all talk keys, or all listen keys. This menu item can be used with the programmable UPG keys to create a UPG key which can turn off all keys with one (1) push of a key.

To **turn off keys on the keypanel using the menu**, do the following:

1. Starting at the Key Options|Turn Off menu, select **All Keys, Talk Keys, or Listen Keys**.
2. Press the **SEL button**.  
*Turn Keys Off? appears in the keypanel panel display.*
3. Press the **SEL button**.  
*Keys Turned Off appears in the keypanel panel display.*

To **configure a UPG to turn off keys**, do the following:

1. Starting at the Key Options|Turn Off menu, select **All Keys, Talk Keys or Listen Keys**.
2. Press the **SEL button**.  
*Turn Keys Off? appears in the keypanel panel display.*
3. Press the **SEL button**.  
*Keys Turned Off appears in the keypanel panel display.*
4. On the keypanel, press and hold a **UPG key** until the message Menu position saved appears in the keypanel panel display.  
*Keys Turned Off appears in the keypanel panel display once the UPG key is released.*

To **configure a UPG to require a confirmation before turning off keys**, do the following:

1. Starting at the Key Options|Turn Off menu, select **All Keys**, **Talk Keys** or **Listen Keys**.
2. Press the **SEL button**.  
*Turn Keys Off? appears in the keypad panel display.*
3. On the keypad, press and hold a **UPG key** until the message Menu position saved appears in the keypad panel display.  
*Turn Keys Off? reappears in the keypad panel display.*
4. Press the **SEL button**.  
*Keys Turned Off appears in the keypad panel display.*

---

## Menu System, OMNEO Offers

The **OMNEO Offers** menu item is used to configure the keypad to communicate with the matrix via an OMNEO or AIO connection. From this menu, you can also configure the OMNEO channels to be used for AUX Inputs.

### OMNEO Matrix Connection Configuration

To **configure an available OMNEO device connection port**, do the following:

1. Starting at the OMNEO Offers|Keypad menu, select **OKP**.
2. Press the **SEL button**.  
*A list of available OMNEO offers appear.*
3. Using the arrow buttons, select the **OMNEO offer** you want to use.  
*An arrow appears next to the device.*

### OMNEO Aux Port Configuration

To **configure the OMNEO channels as Aux Inputs**, do the following:

1. Starting at the OMNEO Offers|Keypad menu, select **Aux Input**.
2. Press the **SEL button**.  
*OMNEO 1 and OMNEO 2 appears in the panel display.*
3. Using the arrow buttons, select **OMNEO 1** or **OMNEO 2** (OMNEO 3-8 available, if licensed).
4. Press the **SEL button**.  
*A list of available OMNEO offers appears.*
5. Using the arrow buttons, select the **OMNEO offer** you want to configure as an Aux Input.
6. Press the **SEL button**.  
*The OMNEO Aux Input is configured.*

---

## *Menu System, RVON Offers (Only available when an RVON-IO is detected)*

The **RVON Offers** menu item is used to configure the matrix connection when an RVON-I/O is attached to the AIO port on the back of the keypanel.

### **RVON-IO Matrix Connection**

*RVON-I/O*                      RVON-16, RVON-8, RVON-C, and RVON-I/O (in local mode). Use the Frame connection on the back panel of the keypanel.

**NOTE:**      For more information about RVON-I/O configuration, see the RVON-I/O user manual (F.01U.193.280).

To **configure the Matrix connection port**, do the following:

1. Starting at the RVON Offers|Keypanel menu, select the **Matrix connection type** you want to use.

**NOTE:** If an RVON-I/O is connected to the keypanel, RVON-I/O replaces the AIO menu option.

2. Using the arrow buttons, select the **port** you want to use.  
*An arrow appears next to the port.*

---

## *Menu System, Save Config*

The **Save Config** menu option is used to save custom settings made in the Audio Options, Key Options or Service menus. Once you have made modifications via these menus, run Save Cfg to store the custom settings in non-volatile memory. This ensures your custom settings are saved when the keypanel is powered down. You can run Reset Config (see “Service Menu, Reset Cfg” on page 246), to erase all custom settings.

To **run a save config**, do the following:

1. On the keypad, press **MENU**.  
*The main menu appears.*
2. Using the arrow buttons, select **Save Config**.
3. Press the **SEL button**.  
*Configuration Saved appears in the panel display.*

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## Menu System, Service

The information available for key assign is as follows:

*Alphas*  
*Aux Select*  
*CWW*  
*Display*  
*Footswitch*  
*Intercom Mode*  
*Key View*  
*Keypad*  
*LCD Backlight*  
*Local GPIO*  
*Mirror*  
*OMNEO Setup*  
*Page Change*  
*Reset Cfg*  
*RVON Setup*  
*Scrn Saver*  
*Set Address*  
*Snoop Tally*  
*Test Panel*

### Service Menu, Alphas

The **Alphas** menu is used to select the alpha size (length) and type to be displayed for key assignments.

**NOTE:** When a Reset Cfg is performed, the Alpha Size and Poll ID do not get reset.

Available options are:

*4 Chars*  
*6 Chars*  
*8 Chars*  
*8 Chars (Unicode)*

**IMPORTANT:** Keypanel on the same AIO-8, or on the same group of eight (8) on an AIO-16, Zeus I/II (but not III), or ADAM CS must have the same alpha size selected. But each group of eight (8) can support a different alpha size.

To **set the alpha size**, do the following:

1. Starting at the Service|Alphas menu, select **4 Chars**, **6 Chars**, **8 Char**, or **8 Chars (Unicode)**.
2. Press the **SEL button**.  
*Cancel and Save and Restart appear in the panel display.*
3. Using the arrow buttons, select **Save and Restart**.
4. Press the **SEL button**.  
*The keypad restarts itself with the new alpha size.*

## Service Menu, Aux Select

The **Aux Select** menu is used to select the number of auxiliary inputs on the keypad when the panel has been licensed for OMNEO 3-8.

When the keypad is licensed for OMNEO 3–8, OMNEO 8 and Aux 1 are multiplexed, meaning you can have one or the other, but not both. The same rule applies to OMNEO 7 and Aux 2; both are multiplexed and both cannot be used together. Also, you cannot have Aux 2 without Aux 1.

The options available if OMNEO 3-8 are licensed:

- Number of Analog Aux = 2, OMNEO 1-6, plus Aux 1-2
- Number of Analog Aux = 1, OMNEO 1-7, plus Aux 1
- Number of Analog Aux = 0, OMNEO 1-8

When a keypad is not licensed, meaning it only has OMNEO 1 and 2, then the number of analog aux inputs is the maximum supported by the panel:

- KP-5032/4016 - Maximum number of Analog Aux = 2, OMNEO 1-2, plus Aux 1-2
- DKP-4016 - Maximum number of Analog Aux = 1, OMNEO 1-2, plus Aux 1
- KP-3016- Maximum number of Analog Aux = 0, OMNEO 1-2
- KP-3016A does not support OMNEO

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<b>IMPORTANT:</b>	When changes are made, such as the number of analog aux inputs is changed from 0 to 2, the changes are available but are not displayed until you have exited and reloaded the window.
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## Service Menu, CWW

The **CWW** menu is used to configure the **CWW** (Call Waiting Window). There are two configuration options; how many calls can be shown in the CWW and what happens to the highlight when a new call comes in to the keypad.

### *Number of Entries*

The **Number of Entries** sub-menu is used to define how many calls can be shown in the CWW. On both the KP-5032 and the KP-4016 the maximum number of entries is 9, while the minimum is 3 (2 in Unicode).

To **select the number of entries allowed for the CWW**, do the following:

1. Starting at the Service menu, select **CWW**.
2. Press the **SEL button**.  
*Number of Entries and On New Caller appears in the panel display.*
3. Using the arrow buttons, select **Number of Entries**.
4. Press the **SEL button**.  
*The Number of CWW Entries scroll list appears.*
5. Using the arrow buttons, select between **3 and 9 entries**.



### ***On New Caller***

The **On New Caller** sub-menu is used to configure what action occurs in the CWW when a new call enters the queue.

The options available for this menu are:

<i>Select New Call</i>	When a new call enters the CWW queue, it goes to the top of the list and is then selected. The highlight moves to this item.
<i>Don't Select (default)</i>	When a new call enters the CWW queue, it goes to the top of the queue, but the highlighted item does not change.
<i>Select If Idle</i>	When a new call comes into the CWW queue, it goes to the top of the queue list and the highlight is moved to it only if the user has not interacted with the CWW in the last 5 seconds. Or if the CWW window was not visible.

To **configure the action to take when a new call comes into the keypanel**, do the following:

1. Starting at the Service menu, select **CWW**.
2. Press the **SEL button**.  
*Number of Entries and On New Caller appears in the panel display.*
3. Using the arrow buttons, select **On New Caller**.
4. Press the **SEL button**.  
*Select New Call, Select If Idle, and Don't Select appear in the panel display.*
5. Using the arrow buttons, select **Select New Call, Select If Idle or Don't Select**.

### **Service Menu, Display**

The **Display** menu is used to enable the menu context, display speaker volume and to switch the display to emulate a KP-32 keypanel.

#### ***Menu Context***

The **Menu Context** feature is used to enable or disable the bread-crum navigation in the upper-left corner of the keypanel panel display. Breadcrumb navigation helps provide context in navigating through the keypanel menu.

**NOTE:** Not available on the KP-4016 due to display space constraints.

#### ***Display Volume***

The **Display Volume** feature is used to enable always-on display of the volume bar for Front Headset, Front Speaker, Matrix, Rear Headset, or Rear Speaker, depending on what is selected from the encoder knobs.

**KP32 Emulation**

The **KP32 Emulation** is used to switch the display alphas and background to emulate the KP32 with the black background and green lettering.

**IMPORTANT:** Only the display of key and key assignment changes, the menu structure and other display elements do not revert to the KP32 display.

To **activate KP32 Emulation**, do the following:




- 1. Starting at the Service|Display menu, select **KP32 Emulation**.
- 2. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
- 3. Using the arrow buttons, select **Enabled**.
- 4. Press the **SEL button**.  
*The display panel changes to the KP32 Emulation mode.*

**Service Menu, Footswitch**

The **Footswitch** menu allows the user to enable the footswitch feature and configure how a latched talk key behaves when the footswitch is released. In normal footswitch operation, latched talk keys go into a ready state waiting for the footswitch to be pressed. When the footswitch is pressed, the latched talk keys become active. Then, when the footswitch is released, the latched talk keys go back into a ready state. You can configure the keypanel so latched talk keys become unlatched when the footswitch is released. In this mode, the footswitch is a one-time operation. Pressing the footswitch turns the keys on and releasing the footswitch turns the keys off, unlatching them so the keys are unable to come on again with the next press of the footswitch. To use the footswitch again, you must re-latch the desired talk keys. For more information, “Key Options Menu, Latching” on page 223.

A footswitch is a foot-triggered switch used to activate keypanel keys.

By default, the Footswitch is *disabled*.

	Footswitch Active	The footswitch is active.
	Footswitch Enabled	<p>The footswitch is enabled, but not active.</p> <p><b>NOTE:</b> When a talk key is latched while the Footswitch is enabled, the key display turns amber  to signify it is waiting for footswitch activity.</p>

**Enabling**

To **enable the footswitch**, do the following:

- 1. Starting at the Service|Footswitch menu, select **Mode**.
- 2. Press the **SEL button**.  
*Disabled Enabled appear in the panel display.*
- 3. Using the arrow buttons, select **Enabled**.
- 4. Press the **SEL button**.  
*An arrow appears next to Enabled. When Footswitch is enabled, a green or yellow footswitch appears on the right side of the left panel display.*

### Disabling

To **disable the footswitch**, do the following

1. Starting at the Service|Footswitch menu, select **Mode**.
2. Press the **SEL button**.  
*Disabled Enabled appears in the panel display.*
3. Using the arrow buttons, select **Disabled**.
4. Press the **SEL button**.  
*An arrow appears next to Disabled.*

### Latch Operation

To **have talk keys unlatch when the footswitch is released**, do the following:

1. Starting at the Service|Footswitch menu, select **Latched Keys**.
2. Press the **SEL button**.  
*Retain and Unlatch appear in the panel display.*
3. Using the arrow buttons, select **Unlatch**.
4. Press the **SEL button**.  
*An arrow appears next to Unlatched.*

To **have talk keys return to the latched state when the footswitch is released**, do the following:

1. Starting at the Service|Footswitch menu, select **Latched Keys**.
2. Press the **SEL button**.  
*Retain and Unlatch appear in the panel display.*
3. Using the arrow buttons, select **Retain**.
4. Press the **SEL button**.  
*An arrow appears next to Retain.*

### Service Menu, Intercom Mode

The **Intercom Mode** menu is used to select the type of firmware you have in your intercom so the keypanel can display alphas in the correct font/language and modify the behavior of some functions to match the intercom behavior.

Available options are *Alternate* and *Standard*.

**NOTE:** Standard mode is the default and should be used in most cases. Alternate mode is primarily used for intercoms running Japanese firmware.

To **select the intercom mode**, do the following:

1. Starting at the Service|Intercom Mode menu, select **Alternate** or **Standard**.  
*An arrow appears next to selected option.*
2. Press the **SEL button**.  
*The selections Cancel and Save and Restart appear.*
3. Using the arrow buttons, select **Cancel** to cancel out of the action.  
OR  
Using the arrow buttons, select **Save and Restart** to save the changes.
4. Press the **SEL button**.

## Service Menu, Key View

The **Key View** menu is used to configure the keypanel keys to show key crosspoint gains, show listen assignments, or show the matrix for each key assignment.

**NOTE:** Show Lstn and Show Mtx are mutually exclusive options. Only one (1) of these options may be enabled at a time.

Available options for this menu are:

<i>Show Gain</i>	The crosspoint gain bar graph for each key is shown below the talk assignment.
<i>Show Lstn</i>	The listen assignment for each key is shown above the talk assignment.
<i>Show Mtx</i>	The matrix name for each key assignment is shown above the talk assignment.

---

**IMPORTANT:** When the keypanel is configured for 8 Char or 8 Char (Unicode), none of these options are available.

---

To **configure the Key View**, do the following:

1. Starting at the Service menu, select **Key View**.
2. Press the **SEL button**.  
*Show Gain, Show Lstn, and Show Mtx appear in the panel display.*
3. Using the left and right arrow buttons, select **Show Gain** to show gain on the key display.  
OR  
Using the left and right arrow buttons, select **Show Lstn** to show listen assignments on the key display.  
OR  
Using the left and right arrow buttons, select **Show Mtx** to show the matrix assignments on the key display.
4. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
5. Using the left and right arrow buttons, select **Enabled** or **Disabled**.
6. Press the **SEL button**.  
*An arrow appears next the selected option.*

## Service Menu, Keypad

**Keypad** menu is used to configure the default function assigned to the SEL key when not in menu mode and also the keypad backlight behavior.

### Backlight

The **Backlight** menu is used to select the color and brightness of the keypad backlight LEDs at various usage states and to configure the keypad mode.

#### Setup

The **Setup** menu allows you to configure the color and brightness of the keypad backlight LEDs various actions are performed on the keypad.

Brightness ranges from 0% to 100%.

By default, brightness is set to 30% for the Inactive state; and 100% for the Active and Shift states.

Available options for this menu are:

<i>Inactive</i>	Set the color and brightness of the keypad backlight LEDs when the keypad is in the inactive state.
<i>Active</i>	Set the color and brightness of the keypad backlight LEDs when the keypad is in the active state.
<i>Shift State</i>	Set the color and brightness of the keypad backlight LEDs when the keypad is in the SHIFT state. For more information, see “INFO button” on page 47.

#### Activation

The **Activation** menu is used to configure how and when the keypad backlights. When Activate is selected, the backlight activates when the user presses any keypad key on the keypad. Within the Activate menu, you can select whether the first key is processed or swallowed.

Available selections for this field are:

<i>On Keypress (swallowed)</i>	The first keypad key pushed when the keypad is Inactive is only used to activate the keypad, the actual keypad key push event is not acted upon.  Note, this action activates the keypad (so the next key is processed), but it may not do anything to the backlight.
<i>On Keypress (processed)</i>	The first keypad key pushed when the keypad is Inactive, activates the keypad and then be processed.
<i>Always</i>	The keypad backlight is always in the active state.
<i>Never</i>	The keypad backlight is always in the inactive state.

**NOTE:** When the keypad menu is not active, the backlight stays lit for five (5) seconds of inactivity before returning to the inactive state. However, when the keypad menu is active, the backlight stays lit for one (1) minute before exiting the menu system and returning to the inactive state.

To **configure the keypad Setup option**, do the following:

1. Starting at the Service|Keypad menu, select **Backlight**.
2. Press the **SEL button**.  
*Activation and Setup appear in the panel display.*
3. Using the left and right arrow buttons, select **Setup**.
4. Press the **SEL button**.  
*Inactive, Active, and Shift State appear in the panel display.*
5. Using the left and right arrow buttons, select **Inactive**, **Active**, or **Shift State**.
6. Press the **SEL button**.  
*Blue and White appear in the panel display.*
7. Using the left and right arrow buttons, select the **color** you desire.
8. Press the **SEL button**.  
*The Brightness scroll box appears.*
9. Using the up and down arrow buttons, select the **brightness** you desire.
10. Press the **SEL button**.

To **set the keypad Activation option**, do the following:

1. Starting at the Service|Keypad menu, select **Backlight**.
2. Press the **SEL button**.  
*Activation and Setup appear in the panel display.*
3. Using the left and right arrow buttons, select **Activation**.
4. Press the **SEL button**.  
*Activated (default), Always Inactive, and Always Active appear in the panel display.*
5. Using the arrow buttons, select **Always On** to have the keypad backlight always on.  
OR  
Using the arrow buttons, select **Always Inactive** to have the keypad backlight never on.  
OR  
Using the arrow buttons, select **Activated** to have the keypad turn on when the keypad is pressed.

If **Activated** is selected, do the following

- a. Press the **SEL button**.  
*Processed First Press and Swallow First Press appear in the panel display.*
  - b. Using the left and right arrow buttons, select **Processed First Press** or **Swallow First Press**.
6. Press the **SEL button**.  
*An arrow appears next the selected option.*

### ***SEL Key***

The **SEL Key** menu allows the user to choose what function the SEL key performs when not in menu mode. This menu allows you to set up the SEL key functionality.

Available selections for this field are:

<i>Auto (default)</i>	The key function is automatically selected based on whether you are in Standard or Alternate intercom mode. In Standard mode, the SEL key is assigned Assignment Group functionality, while in Alternate mode, the SEL key is assigned Quick Assign functionality.
<i>Assignment Groups</i>	The key function is given Assignment Groups. This displays the scroll lists of a collection of user-selectable key assignments. When you select a group, a scroll list of the members of the group appear, which then can be called or programmed onto a key. For more information see, "Assignment Groups Page" on page 79.
<i>Quick Assign</i>	The key function is given Quick Assign. When you configure the SEL key with Quick Assign, you are actually selecting your most used key type, for example, P-P with AL. When the SEL key is pressed with a quick assign configured to it, a menu appears with Assign or Clear. The user can then quickly configure a key with a pre-configured assignment by selecting Assign, or clear the key assignment by selecting Clear.

To **set the configure the SEL key option**, do the following:

1. Starting at the Service|Keypad menu, select **SEL key**.
2. Press the **SEL button**.  
*Auto, Assignment Groups, and Quick Assign appear in the panel display.*
3. Using the arrow buttons, select **Auto** to have the keypad backlight always on.  
OR  
Using the arrow buttons, select **Assign Groups** to have the keypad backlight never on  
OR  
Using the arrow buttons, select **Quick Assign** to have the keypad turn on when the keypad is pressed.
4. Press the **SEL button**.  
*An arrow appears next the selected option.*

## Service Menu, LCD Backlight

The **LCD Backlight** menu option allows you to set the brightness of the panel display of all keypanels, just the main panel or any expansion panel connected to the main keypanel.

The range for this field is 0–100%.

The default is 65%.

To **configure the LCD backlight**, do the following:

1. Starting at the Service|Keypad menu, select **LCD Backlight**.
2. Press the **SEL button**.  
*All Panels, Main Panel, EKP 1–7 appears in the panel display.*
3. Using the left and right arrow buttons, select the **panel** you want to adjust the brightness.  
If you select All Panels, continue to **step 4**.  
If you select Main Panel or any of the Expansion Panels, do the following:
  - a. Press the **SEL button**.  
*Both, Left and Right appear in the panel display.*
  - b. Using the left and right arrow buttons, select **Both, Left or Right**.  
*Continue to step 4.*
4. Press the **SEL button**.  
*The Brightness scroll box appears in the panel display.*
5. Using the up and down arrow buttons, select the **brightness** you want to display.

## Service Menu, Local GPIO

**Local GPIO** is used to configure GPIO inputs and outputs. Inputs can be assigned to activate intercom keys (including group master keys). Outputs can be activated by talk or UPG keys.

Further configuration can be done to allow GPIO Inputs to track the state of the Output. For example, an output is activated (and is being tracked by an input), the input is also activated. This feature allows GPIO Outputs to control Talk Key or Key Group activation.

In addition to tracking, you can also configure the way an Input GPIO Key Group is configured. By default, when a key group is activated, the keys are forced on until the key group is deactivated. This is referred to as Level Mode. Alternatively, you can configure the key group to Edge Mode. This option turns on keys in a key group when the group is activated, but allows the user to turn off individual keys even if the key group is still active.

To **configure a GPIO Input to control an individual talk key**, do the following:

1. Starting at the Service|Local GPIO menu, select **GPIO Inputs**.
2. Press the **SEL button**.  
*Opto 1 and Opto 2 appear in the panel display.*
3. Using the arrow buttons, select **Opto 1 or Opto 2**.
4. Press the **SEL button**.  
*Function and Mode appear in the panel display.*
5. Using the arrow buttons, select **Function**.
6. Press the **SEL button**.  
*Key Group, Not Assigned, and Talk Key appear in the panel display.*
7. Using the arrow buttons, select **Talk Key**.
8. Press the **SEL button**.  
*Tap Key appears in the panel display.*
9. Tap the **talk key** to be controlled by the GPIO Input.  
*The selected keypanel key red talk indicator LED appears.*



To **configure a GPIO Input to control a Key Group**, do the following:

1. Starting at the Service|Local GPIO menu, select **GPIO Inputs**.
2. Press the **SEL button**.  
*Opto 1 and Opto 2 appear in the panel display.*
3. Using the arrow buttons, select **Opto 1** or **Opto 2**.
4. Press the **SEL button**.  
*Function and Mode appear in the panel display.*
5. Using the arrow buttons, select **Function**.
6. Press the **SEL button**.  
*Key Group, Not Assigned, and Talk Key appear in the panel display.*
7. Using the arrow buttons, select **Key Group**.
8. Press the **SEL button**.  
*Group 1, Group 2, Group 3, and Group 4 appear in the panel display.*
9. Using the arrow buttons, select the **group** to be controlled by the GPIO Input.
10. Press the **SEL button**.  
*Level and Edge appear in the panel display.*
11. Using the arrow buttons, select **Level** or **Edge**.
12. Press the **SEL button**.  
*An arrow appears next to the selected option.*

To **setup a GPIO Input to track its corresponding GPIO Output**, do the following:

1. Starting at the Service|Local GPIO menu, select **GPIO Inputs**.
2. Press the **SEL button**.  
*Opto 1 and Opto 2 appear in the panel display.*
3. Using the arrow buttons, select **Opto 1** or **Opto 2**.
4. Press the **SEL button**.  
*Function and Mode appear in the panel display.*
5. Using the arrow buttons, select **Mode**.
6. Press the **SEL button**.  
*Normal and Track Output appear in the panel display.*
7. Using the arrow buttons, select **Track Output**.
8. Press the **SEL button**.  
*An arrow appears next to the selected option.*

To **configure local control of a GPIO Output**, do the following:

1. Starting at the Service|Local GPIO menu, select **GPIO Outputs**.
2. Press the **SEL button**.  
*Relay 1 and Relay 2 appear in the panel display.*
3. Using the arrow buttons, select **Relay 1** or **Relay 2**.
4. Press the **SEL button**.  
*Not Assigned, Talk Key and UPG 1 through UPG 9 (KP-5032) or UPG 1 and UPG 2 (KP-4016) appears in the panel display.*
5. Using the arrow buttons, select the **method** you want to control the GPIO Output.  
*If a UPG key is selected, configuration is finished.*
6. Press the **SEL button**.  
*Tap Key appears in the panel display. If Talk Key is selected proceed to the next step.*
7. Tap the **key** to be used to trigger the GPIO Output.  
*The selected keypanel key turns red.*

## Service Menu, Mirror (Control Package Only)

The **Mirror** menu provides a scroll list of keypanels which can be the target of a mirror operation. All KP-Series units can be a mirror target, a license is not required for targets.

**NOTE:** This menu option is not shown if the port has mirroring disabled. See “Keypanel Mirroring (Control Package Only)” on page 95.

To **take control of a target keypanel**, do the following:

1. On the keypanel, starting at the Service menu, select **Mirror**.
2. Press the **SEL button**.  
*A list of available target keypanels appear in the panel display.*

---

**IMPORTANT:** Only panels that are locally scroll enabled are display in the available target keypanels list. If they are not in your scroll list, you cannot mirror them.

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3. Using the arrow buttons, scroll to the **target keypanel**.
4. Press the **SEL button**.  
*The Supervisor keypanel updates and displays the target keypanel's image.*

To **exit Mirror mode on the keypanel**, do the following:

1. On the keypanel, starting at the Service menu, select **Mirror**.
2. Press the **SEL button**.  
*The alpha of the target and Exit appear in the panel display.*
3. Using the arrow buttons or Aux Volume shaft encoder, select **Exit**.
4. Press the **SEL button**.  
*The mirroring target and supervisor icons disappear and keypanels go back to normal operation.*

## Service Menu, OMNEO Setup

The **OMNEO Setup** menu option is used to configure the OMNEO device name, enable DHCP, address the OMNEO device for the keypanel and set up the static IP configuration, if DHCP is disabled.

---

**IMPORTANT:** If you change the device name on the keypanel, you must change how other devices are configured, so they can continue to make connection offers to this keypanel.

---

To **enable DHCP from the keypanel**, do the following:

1. Starting at the Service|OMNEO Setup menu, select **OKP**.

**NOTE:** OKP refers to the OMNEO keypanel using the OMNEO connection; however, if an OEI-2 is also attached to the AIO port, you see both OKP and OEI-2 options for selection.

2. Press the **SEL button**.  
*Device Name, DHCP, and IP Parameters appear in the panel display.*
3. Using the arrow buttons, select **DHCP**.
4. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
5. Using the arrow buttons, select **Enabled**.
6. Press the **SEL button**.
7. Press the **CLR** button to exit the menu.

To **configure the OKP's device name**, do the following:

1. Starting at the Service|OMNEO Setup menu, select **OKP**.
2. Press the **SEL button**.  
*Device Name, DHCP, and IP Parameters appear in the panel display.*
3. Using the arrow buttons, select **Device Name**.  
*The name of the OKP card appears in the panel display with the first character of its name blinking.*
4. Using the up and down arrow buttons or the Aux shaft encoder, select a **new character at the current position**.
5. Using the left and right arrow buttons or the Main shaft encoder, move to the **next or previous character position**.
6. Press **SHIFT** to insert a character at the current position.
7. Press the **SEL button**.  
OR  
Press the **AUX** shaft encoder to move to the next character.

**NOTE:** Press BACK or press the MAIN shaft encoder to cancel editing. A confirmation is required.

8. Press **FWD** or move to the end of the name and Press the SEL button (or the AUX shaft encoder) to save changes.
9. Repeat **steps 7 and 8** until you have modified the device name.
10. Press **FWD**.  
*The message Save Name? appears on the panel display.*
11. Press the **SEL button**.

To **configure the OKP IP parameters**, do the following:

1. Starting at the Service|OMNEO Setup menu, select **OKP**.
2. Press the **SEL button**.  
*Device Name, DHCP, and IP Parameters appear in the panel display.*
3. Using the arrow buttons, select **DHCP**.
4. Press the **SEL button**.  
*Disabled and Enabled appear in the panel display.*
5. Verify DHCP is **disabled**.

**NOTE:** When making changes to the OKP IP parameters, DHCP must be disabled before changing the name or IP Address. If DHCP is enabled, you can still view the IP Parameters, but you cannot make changes to them.

6. Press **BACK**.
7. Using the arrow buttons, select **IP Parameters**.

**NOTE:** SEL/FWD moves to the next octet, unless already on the last octet, in which case it save the current IP Address. CLR/BACK moves to the previous octet, unless already on the first octet, in which case it cancels editing of the IP Address.

8. Press the **SEL button**.  
*IP Address, Gateway, Netmask, Domain, and DNS Server appear in the panel display.*
9. Press the **SEL button**.  
*The IP Address appears with the first octet blinking in the panel display.*
10. Using the number pad, enter the **first octet number** in the IP Address.
11. Press the **SEL button**.  
*The focus shifts to the second octet.*
12. Using the number pad, enter the **second octet number** in the IP Address.
13. Press the **SEL button**.  
*The focus shifts to the third octet.*
14. Using the number pad, enter the **third octet number** in the IP Address.

15. Press the **SEL button**.  
*The focus shifts to the last octet.*
16. Using the number pad, enter the **last octet number** in the IP Address.
17. Press the **SEL button**.  
*The OKP Setup menu options appear in the panel display.*

To **configure the Gateway Address**, do the following:

1. Using the arrow buttons, select **Gateway**.
2. Press the **SEL button**.  
*The Gateway Address appears with the first octet blinking in the panel display.*
3. Using the number pad, enter the **first octet number** in the Gateway Address.
4. Press the **SEL button**.  
*The focus shifts to the second octet.*
5. Using the number pad, enter the **second octet number** in the Gateway Address.
6. Press the **SEL button**.  
*The focus shifts to the third octet.*
7. Using the number pad, enter the **third octet number** in the Gateway Address.
8. Press the **SEL button**.  
*The focus shifts to the last octet.*
9. Using the number pad, enter the **last octet number** in the Gateway Address.
10. Press the **SEL button**.  
*The OKP Setup menu options appear in the panel display.*

To **configure the Netmask Address**, do the following:

1. Using the arrow buttons, select **Netmask**.
2. Press the **SEL button**.  
*The Netmask Address appears with the first octet blinking in the panel display.*
3. Using the number pad, enter the **first octet number** in the Netmask Address.
4. Press the **SEL button**.  
*The focus shifts to the second octet.*
5. Using the number pad, enter the **second octet number** in the Netmask Address.
6. Press the **SEL button**.  
*The focus shifts to the third octet.*
7. Using the number pad, enter the **third octet number** in the Netmask Address.
8. Press the **SEL button**.  
*The focus shifts to the last octet.*
9. Using the number pad, enter the **last octet number** in the Netmask Address.
10. Press the **SEL button**.  
*The OKP Setup menu options appear in the panel display.*

To **configure the Domain name**, do the following:

1. Using the arrow buttons, select **Domain**.
2. Press the **SEL button**.  
*The domain name appears with the first character blinking in the panel display.*
3. Using the up and down arrow buttons or the Aux shaft encoder, select a **new character at the current position**.
4. Using the left and right arrow buttons or the Main shaft encoder, move to the **next or previous character position**.
5. Press **SHIFT** to insert a character at the current position.

6. Press the **SEL button**  
OR  
Press the **AUX** shaft encoder to move to the next character.

**NOTE:** Press **BACK** or press the **MAIN** shaft encoder to cancel editing. A confirmation is required.

7. Press **FWD** or move to the end of the name and Press the **SEL button** (or the **AUX** shaft encoder) to save changes.
8. Repeat **steps 3 to 7** until the domain is named.
9. Once finished, press the **FWD button**.  
*Save Name? appears in the panel display.*
10. Press the **SEL button**.

To **configure DNS Server**, do the following:

1. Using the arrow buttons, select **DNS Server**.
2. Press the **SEL button**.  
*The DNS 1 Server Address appears with the first octet blinking in the panel display.*
3. Using the number pad, enter the **first octet number** in the DNS Address.
4. Press the **SEL button**.  
*The focus shifts to the second octet.*
5. Using the number pad, enter the **second octet number** in the DNS Address.
6. Press the **SEL button**.  
*The focus shifts to the third octet.*
7. Using the number pad, enter the **third octet number** in the DNS Address.
8. Press the **SEL button**.  
*The focus shifts to the last octet.*
9. Using the number pad, enter the **last octet number** in the DNS Address.
10. Press the **SEL button**.  
*The OKP Setup menu options appear in the panel display.*

## Service Menu, Page Change

**Page Change** is used to select whether you are allowed to change setup pages while talk keys are active. By default, in Standard Intercom Mode, page changes are allowed when talk keys are active. However, the default in Alternate Intercom Mode does not allow page changes to occur when talk keys are active.

Available options:

<i>Auto</i>	The default is followed depending on the Intercom Mode: Standard or Alternate.
<i>Always Allow</i>	Page changes are allowed while Talk Keys are active.
<i>No Talk Keys</i>	Page changes are not allowed while Talk Keys are active. A red bar appears above/below the keys signifying page changes are not allowed. If the talk key is turned off, the red bar turns blue and page changes can be done.

To **configure page change operation**, do the following:

1. Starting at the Service|Page Change menu, select **Page Change**.
2. Press the **SEL button**.  
*Auto, Always Allow, and No Talk Keys appear.*
3. Using the arrow buttons, select the **page change option** you desire.
4. Press the **SEL button**.  
*An arrow appears next to the selected option.*

## Service Menu, Reset Cfg

**Reset Cfg** restores almost all custom settings to the defaults and erases all stored autodial numbers. Reset Cfg does not change the selected alpha size, intercom mode, poll ID, headset transfer state, or reset the IP configuration.

To **reset the keypanel configuration**, do the following:

1. Starting at the Service|Reset Cfg menu, select **Do Reset**.
2. Press the **SEL button**.  
*Configuration Reset appears in the panel display.*

## Service Menu, Scrn Saver

**Scrn Saver** allows the user to configure the way the screen saver feature operates.

Available selections for this menu are:

<i>Activate</i>	Allows the user to activate the screen saver immediately (used to test current display settings).
<i>Delay</i>	Allows the user to set the delay for Display Dim (for example, when the display will dim) and to set the delay for Activation (for example, when the screen saver becomes active). Both features can be set from 30 minutes, up to 12 hours, or disabled.
<i>Display Dim</i>	Allows the user to set the brightness of the panel display from 0-100%. This setting is a percentage of the current LCD brightness. For example, if you configured your backlight for 60%, then in this menu, 100% is equal to 60% and 0% is equal to 35%.
<i>Mode</i>	Can be set to Bitmap, Display Off (sleep mode), or Text.

The default setting for this option is:

<i>Delay</i>	<i>One (1) hour for both display dim and screen-saver activation</i>
<i>Display Dim</i>	<i>25%</i>
<i>Mode</i>	<i>Text</i>

**NOTE:** Activating any lever key, keypad button, or shaft encoder deactivates the screen-saver, as will an incoming call.

To **manually activate the screen saver**, do the following:

1. Starting at the Service|Scrn Saver menu, select **Activate**.
2. Press the **SEL button**.  
*The screen saver is activated on the keypanel panel display.*

To **set the delay option for the keypanel screen saver**, do the following:

1. Starting at the Service|Scrn Saver menu, select **Delay**.
2. Press the **SEL button**.  
*Display Dim and Activation appear in panel display.*
3. Using the left and right arrow buttons, select **Display Dim**.
4. Press the **SEL button**.  
*The Delay Time: scroll box appears in the panel display.*
5. Using the arrow buttons, select the **amount of time** you want to expire before the display dims.
6. Press **BACK**.  
*Display Dim and Activation appear in panel display.*
7. Using the left and right arrow buttons, select **Activation**.

8. Press the **SEL button**.  
*The Delay Time: scroll box appears in the panel display.*
9. Using the arrow buttons, select the **amount of time** you want to expire before the screen saver becomes active.

To **set the brightness of the display**, do the following:

1. Starting at the Service|Scrn Saver menu, select **Display Dim**.
2. Press the **SEL button**.  
*The Brightness scroll box appears in the panel display.*
3. Using the up and down arrow buttons, scroll to the **display brightness** you desire.

To **set the screen saver mode (type)**, do the following:

1. Starting at the Service|Scrn Saver menu, select **Mode**.
2. Press the **SEL button**.  
*Bitmap, Display Off and Text appear in the panel display.*
3. Using the arrow buttons, select **Bitmap** to have a bitmap image display when the screen saver activates.  
OR  
Using the arrow buttons, select **Display Off** to put the display into sleep mode when the screen saver activates.  
OR  
Using the arrow buttons, select **Text** to have a text message display when the screen saver activates.
4. Press the **SEL button**.  
*If Bitmap or Text is selected, the options Bounce or Scroll appear.*
5. Using the arrow buttons, select **Bounce** to have the bitmap or text bounce across the display.  
OR  
Using the arrow buttons, select **Scroll** to have the bitmap or text scroll across the display.

## Service Menu, Set Address

**Set Address** is used to indicate the poll ID of the keypanel. See “KP-5032/4016 Addressing” on page 28 to determine if you need to set the keypanel address. The poll ID is the number (or address) at which an AIO card or intercom attempts to communicate with the keypanel. The Poll ID number is directly related to the connection port on the breakout panel.

Available options for the Poll ID are 1–8.

To **set the address**, do the following:

1. Starting at the Service|Set Address menu, select the **poll ID** for the keypanel.
2. Press the **SEL button**.  
*Cancel or Save and Restart appear in the panel display.*
3. Using the arrow buttons, scroll to **Save and Restart**.
4. Press the **SEL button**.  
*Restarting.... appears. The keypanel resets. Once the restart is complete, the Poll ID is enabled.*

## Service Menu, Snoop Tally

**Snoop Tally**, when enabled, indicates to keypanel users somebody is listening to them. For example, snoop tallies are displayed on keypanel 1, if there is another keypanel (2) which is listening to keypanel 1 via a point-to-point or a special list, but is not talking to keypanel 1. Snoop tallies are suppressed if keypanel 1 has any talk keys turned on, or if the hot mic is not enabled.

From this menu, you can set the type of chime indication you want and the duration of the tally.

Available Tally durations available are: *One-shot* and *1 second to 5 minutes*.

**NOTE:** Hot Mic must be activated on the keypanel for snoop tally to work. For more information, see “Audio Options Menu, Matrix Out” on page 202.

By default, snoop tally is *disabled* (no chime).

To **enable snoop tallies on the keypanel**, do the following:






1. Starting at the Service menu, select **Snoop Tally**.
2. Press the **SEL button**.  
*The Chime scroll box and the Duration scroll appear in the panel display.*
3. Using the up and down arrow buttons, select the **type of chime** you desire.
4. Using the left and right arrow buttons, select **Duration**.
5. Using the up and down arrow buttons, select the **duration** of the tally.



## Service Menu, Test Panel

**Test Panel** allows the user to check the operation of all keys and displays on the keypad.

**TABLE 11.** Test Panel Key Descriptions

Display	Action
	All alpha numeric displays show a % symbol when in Test Panel mode.
	Press down on any key.
	Press up on any key.
	Press to the right on any key (excluding the MIC MUTE/MIC SEL and CLR/CWW).
	Press to the left on any key (excluding the MIC MUTE/MIC SEL. and CLR/CWW).
<AUX>	Single tap the Aux Volume encoder knob.
<-AUX>	Rotate the Aux Volume encoder knob counterclockwise.
<+AUX>	Rotate the Aux Volume encoder knob clockwise.
<AUX-DBL>	Double tap the Aux Volume encoder knob.
<AUX-HELD>	Press and hold the Aux Volume encoder knob.
<MAIN>	Single tap the Main Volume encoder knob.
<-MAIN>	Rotate the Main Volume encoder knob counterclockwise.
<+MAIN>	Rotate the Main Volume encoder knob clockwise.
<MAIN-DBL>	Double tap the Main Volume encoder knob.
<MAIN-HELD>	Press and hold the Main Volume encoder knob.
<-MIC>	Press left on the MIC MUTE/MIC SEL. key.
<+MIC>	Press right on the MIC MUTE/MIC SEL. key.
<MUTE>	Press up on the MIC MUTE/MIC SEL. key.
<MIC>	Press down on the MIC MUTE/MIC SEL. key.
<-CWW>	Press left on the CLR/CWW key.
<+CWW>	Press right on the CLR/CWW key.
<CLR>	Press up on the CLR/CWW key.
<CWW>	Press down on the CLR/CWW key.
<Menu>	Press the MENU button.
<Fwd>	Press the FWD button.
<Back>	Press the BACK button.
<UPG3>	Press the UPG3 button.
<UPG4>	Press the UPG4 button.

To **enable the test panel**, do the following:

1. On the keypad keypad, press **MENU**.  
*The Information menu appears in the panel display.*
2. Using the arrow buttons, select **Service**.
3. Press the **SEL button**.  
*The Service submenu appears in the panel display.*
4. Using the arrow buttons, select **Test Panel**.
5. Press the **SEL button**.  
*The Test Panel display appears.*
6. Using Table 11 on page 249, test the **keypanel keys**.
7. Press the **CLR button** to exit Test Panel.



## Telephone Interface (TIF) Operation

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**NOTE:** Telephone operation requires an optional **TIF** (Telephone Interface). You must assign an intercom key to talk/listen to the TIF. We recommend a talk + auto follow assignment. See the TIF User Manual (PN F01U193285) for specific TIF configuration options.

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### Receiving A Phone Call

When there is an incoming telephone call, the TIF alpha begins to tally.

To **receive a phone call**, do the following:

- > Press the **key** to answer the call.

**NOTE:** TIF assignments tally when the phone is ringing. By default, the assignments also tally while the phone is off-hook. This operation can be disabled by selecting the *Don't generate tallies for off-hook TIF assignments* checkbox in AZedit (Options|Intercom Configuration|Options page) or by editing the Enhanced Tally definitions for the TIF Off-hook and TIF ringing tally types.

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### Dialing and Hanging Up

**NOTE:** Auto Dial only appears in the TIF menu options when auto dial numbers are configured.

#### Manual Dial

**NOTE:** You can enter manual dial mode by pressing SHIFT+DIAL and then tapping the TIF assignment.

To **manually dial**, do the following:

1. On the keypanel, lift the **TIF key** up to turn listen on.
2. Press the **TIF key** down to turn the Talk key on.  
*Auto Dial, Hang Up, Manual Dial, and Redial appear in the panel display.*

**NOTE:** This only happens if the assignment port is marked as Port is TIF in AZedit.

3. Using the arrow buttons, select **Manual Dial**.
4. Press the **SEL button**.  
*Dial: appears in the panel display.*
5. Using the keypad, dial the **number** you want to call.
6. Press the **SEL button**.  
*The call is placed.*

## Keypanel Hang Up

**NOTE:** You can also hang up a TIF by pressing **SHIFT+DROP**, and then tapping the TIF assignment.

To **hang up the telephone**, do the following:

1. On the keypanel, press the **TIF key** down to turn it on.  
*Auto Dial, Hang Up, Manual Dial, and Redial appear in the panel display.*
2. Using the arrow buttons, select **Hang Up**.
3. Press the **SEL button**.  
*The call is disconnected.*

To **program a keypanel UPG key to activate the TIF key**, do the following:

1. Press the **SHIFT + DIAL keys**.
2. Press and hold the desired **UPG button** to which you want to program the TIF activation.  
*The message Menu position saved appears and the TIF activation is assigned to the key.*

To **redial a phone number**, do the following:

1. On the keypanel, press the **TIF listen key** on.
2. On the keypanel, press the **TIF talk key** on.  
*Auto Dial, Hang Up, Manual Dial, and Redial appear in the panel display.*
3. Using the arrow buttons, select **Redial**.
4. Press the **SEL button**.  
*The last dialed number is connected. The TIF key alpha flashes and Hang Up appears in the panel display.*
5. Press the **SEL button** to disconnect the call.  
*The call is ended.*

To **program a keypanel UPG key to hang up the TIF key**, do the following:

1. Press the **SHIFT + DIAL keys**.
2. Press and hold the desired **UPG button** to which you want to program Hang Up.  
*The message Menu position saved appears and the TIF activation is assigned to the key.*

## Auto Dial

To **autodial a phone number**, do the following:

1. On the keypanel, press the **TIF listen key** on.
2. On the keypanel, press the **TIF talk key** on.  
*Auto Dial, Hang Up, Manual Dial, and Redial appear in the panel display.*
3. Using the arrow buttons, select **Auto Dial**.
4. Press the **SEL button**.  
*The Auto Dial numbers appear in the panel display.*
5. Using the arrow buttons, select the **Auto Dial number** you want to call.
6. Press the **SEL button**.  
*The call is placed. The TIF key alpha flashes and Hang Up appears in the panel display.*

## Centralized Auto Dials

The **Centralized Auto Dials** allows up to 999 phone numbers to be stored in the intercom as a scrollable list from the keypanels. Auto dials are telephone numbers frequently dialed and are maintained using the AZedit Intercom Configuration Software. Customizing auto dial numbers in AZedit is as easy as entering the telephone number and selecting whether or not it is scroll enabled.

The following firmware versions must be loaded to utilize centralized auto dials in your intercom system:

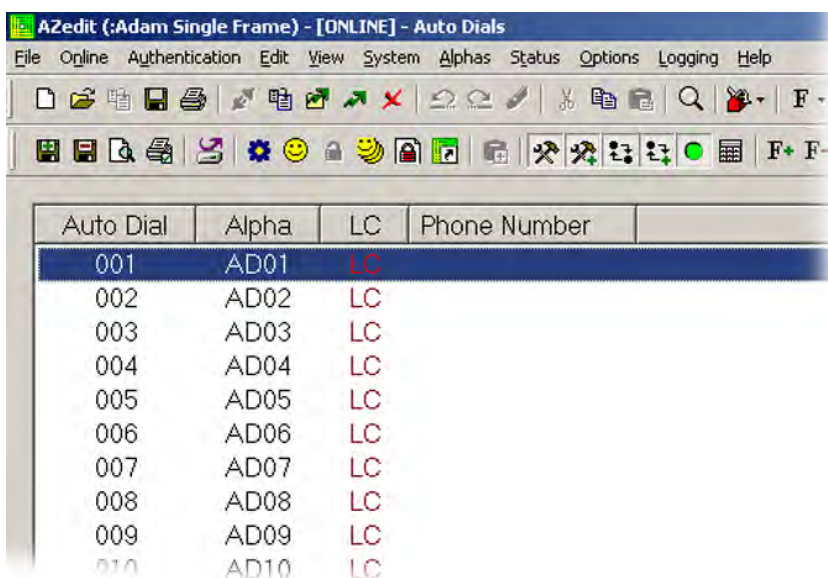
- AZedit Intercom Software V3.6.1 or later
- MCII-e V2.0.4 or later
- PeriphII-e (Ethernet) V1.20.0 or later
- Periph Controller (Standard) V10.20.0 or later
- DBX V1.20.0 or later
- Cronus Firmware V1.5 or later
- Zeus II Firmware V3.4.0 or later
- Zeus III Firmware V1.0.0 or later
- KP-5032/4016 Firmware V1.1.0 or later

### Centralized Auto Dial

The **Centralized Auto Dial** can be used two (2) different ways, with TIF assignments or with keypad sequences. You can also configure locally stored auto dial numbers on the keypanel. For more information, see “Key Options Menu, Auto Dial” on page 219.

To **access the Auto Dials window**, do the following:

- > From the System menu in AZedit, select **Auto Dial**.  
*The Auto Dials window appears.*



To **add a telephone number to the Auto Dial database**, do the following:

1. From the System menu in AZedit, select **Auto Dial**.  
*The Auto Dial window appears.*
2. From the Auto Dial column, double-click an **auto dial number**.  
*The Edit Auto Dial window appears.*

3. From the Scroll Enable group box, select the **scroll enable check boxes** you want to configure for the auto dial number.
4. In the Phone Number field, enter the **telephone number** you want to have for that auto dial sequence.

**NOTE:** Entering \*99 creates a pause in dialing. This is used to dial extensions or select preset options.

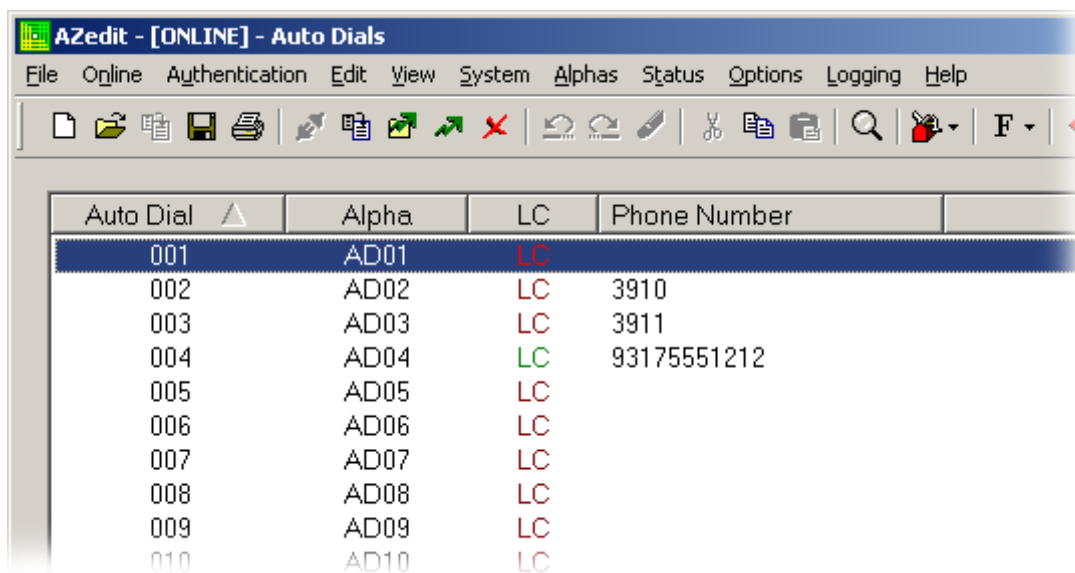
5. Click **Next** to enter another number.  
*The next blank Edit Auto Dials window appears.*  
OR  
Click **Done** to close the Edit Auto Dial window.  
*The Auto Dials window appears with the new number in the list.*

To **add a description to the telephone number you added to the Auto Dial database**, do the following:

1. From the Alphas menu in AZedit, select **Auto Dial**.  
*The Auto Dial Alphas window appears.*
2. Double-click the **AD resource number** to which you want to add the description.  
*The Edit Alpha/Description window appears.*

3. In the Description field, enter a **unique description** for the auto dial number. For example, Studio 1A NYC.
4. In the Alpha 4, Alpha 6, or Alpha 8 field, enter a **recognizable 4-, 6- or 8-character Alpha**. For example, 1ANY.

5. Click **Done** when you are finished.  
OR  
Click **Next** to enter another Alpha Description.



Auto Dial	Alpha	LC	Phone Number
001	AD01	LC	
002	AD02	LC	3910
003	AD03	LC	3911
004	AD04	LC	93175551212
005	AD05	LC	
006	AD06	LC	
007	AD07	LC	
008	AD08	LC	
009	AD09	LC	
010	AD10	LC	

6. From the Online menu in AZedit, select **Send Changes**.  
*The Send Changes window appears.*
7. Click **OK**.  
*The changes are sent to the intercom and the telephone number is added to the intercom system auto dial table.*

To use **centralized auto dial numbers**, do the following:

1. On the keypanel, press the **TIF assignment key**.  
*Hang Up, Icom ADial, Manual Dial, and Redial appear in the panel display.*
2. Using the arrow buttons, scroll to **Icom ADial**.
3. Press the **SEL button**.  
*You enter the centralized auto dial list. A scrollable list of available Auto Dial numbers appear in the panel display.*
4. Using the arrow buttons, scroll to the desired **auto dial number**.
5. Press the **SEL button**.  
*The number connects.*

To use **centralized auto dial numbers with keypanel keypad sequences**, do the following:

1. Press the **SHIFT + DIAL keys**.  
*Tap Key appears in the panel display.*
2. Press the **TIF assignment key**.  
*A dial tone is heard.*
3. Using the keypad, enter **#NNN** (where NNN is the Auto Dial number assignment in AZedit).  
*The number is dialed.*





# *Keypad Quick Reference*

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## *Keypad Sequence Introduction*

Keypad sequences are a series of keypad strokes made on the keypanel, which in turn displays specific information (such as keypanel ID, talk level 2 assignments, etc.). Keypanel sequences are shortcuts via the keypanel keypad.

As with other keypanels, the KP-5032/4016Series allows you to lock the entire menu or only the service menu. This is implemented through AZedit (System|Miscellaneous|Keypanel Menu Password). For more information, see the AZedit user manual (p/n F01U239453).

## Keypad Sequences



<i>Keypad</i>	<i>Description</i>
MENU	Open the main menu
FWD	Move one (1) selection forward through highlighted menu option
BACK	Move one (1) selection backwards through highlighted menu option
LOC	Display a list of available intercoms available to scroll from
Arrow Up	Scroll upward through scroll list or available key assignments one at a time
Arrow Left	Move backwards through menu options or available key assignments one at a time
MENU (middle of the keypad)	Open the main menu
Arrow Right	Move forward through menu options or available key assignments one at a time
COPY	Copy incoming call key assignment from the CWW
Down Arrow	Scroll downward through scroll list or available key assignments one at a time
PAGE	Access setup pages
CLR	Clear the CWW (Acts as a BACK button in menu mode, or by holding it down, exits the menu structure.)
SHIFT	Access secondary keypad actions
SEL	Select options highlighted in a menu
SHIFT+LOC	Displays the keypad assignment types
SHIFT+4	Move backwards through menu options or available key assignments a page at a time
SHIFT+INFO	Open the INFO menu
SHIFT+6	Move forward through menu options or available key assignments a page at a time
SHIFT+DROP, <key>	Hang up TIF on key
SHIFT+DIAL, <key>	Enter dial mode on TIF on key

Keypad Sequences	
7,<key>	Copy the CWW to a key
0,0,0,8,1	Show panel ID
0,0,0,8,2	Show talk level 2 assignments
0,0,0,8,3	Show listen assignments
0,0,0,8,7	Enable tone
0,0,0,8,0	Enter test mode
0,0,3,1,SEL,<listen key>	Program a listen key with an AL assignment
0,0,3,2,SEL,<listen key>	Program a listen key with an AF assignment
0,0,3,3,SEL,<listen key>	Program a listen key with an AM assignment
0,0,3,4,SEL,<listen key>	Program a listen key with an AR assignment
0,0,3,7,SEL,<listen key>	Program a listen key with an AT assignment
0,0,3,5,SEL,<talk key>	Program a talk key with an AC assignment
0,0,0,8,8	Show setup pages
0,7,<key>,<key> or 7, SEL, <key>, <key>	Copy the first key to the second key
9, <page>, SEL <key>	Select setup page for row of keys
2 (up) or 4 (left)	Enter scroll list mode, scroll up/left
8 (down) or 6 (right)	Enter scroll list mode, scroll down/right

The following sequences also require the assignments are marked as Local scroll enable in AZedit:

**NOTE:** IFB, ISO, RY, and IFSL are not locally scrollable, by default.

0,0,1, <port>,SEL,<key>	Program a key with a port assignment
0,0,2, <PL num>, SEL,<key>	Program a key with a PL assignment
0,0,0,1, <SL num>,SEL,<key>	Program a key with a SL assignment
0,0,0,2, <IFB num>,SEL,<key>	Program a key with an IFB assignment
0,0,0,3, <ISO num>,SEL,<key>	Program a key with an ISO assignment
0,0,0,4, <RY num>,SEL,<key>	Program a key with an RY assignment
0,0,0,5,2 <IFB SL num>,SEL,<key>	Program a key with an IFB SL assignment



# Keypanel Menu Quick Reference

## Audio Options

Advanced				
AEC				
Mic Priority				
		Front Mic (default)		
		Rear Mic		
AGC				
Attack				
		Front Hdst Front Mic Rear Hdst Rear Mic	Fast Attack Speed	0.5ms 1ms (default) 2ms
Decay				
		Front Hdst Front Mic Rear Hdst Rear Mic	Decay	500ms (default) 750ms 1000ms
Compression				
		Front Hdst Front Mic Rear Hdst Rear Mic	Compression Ratio:	1:1 2:1 3:1(default) 4:1 (only available with Audio Package) 5:1 (only available with Audio Package) 6:1 (only available with Audio Package)
Filters				
Bandpass				
		Inputs		
		Aux 1 Aux 2 OMNEO 1 OMNEO 2 OMNEO 3-8 (only available with Audio Package)		

		Frequencies		
			Low Freq	0 Hz (default) 15.6Hz 31.5Hz 50Hz
			High Freq	22kHz (default) 16kHz 8KHz 4KHz
		Mode		
		Disabled (default)		
		Enabled		
Outputs				
Front Hdst Rear Hdst	Both			
	Left Chan			
	Right Chan			
		Frequencies		
			Low Freq	
				0 Hz (default) 15.6Hz 31.5Hz 50Hz
			High Freq	
				22kHz (default) 16kHz 8KHz 4KHz
		Mode		
		Disabled (default)		
		Enabled		
Matrix Out				
OMNEO 1				
OMNEO 2				
OMNEO 3-8 (only available with Audio Package)				
Preamp Out				
		Frequencies		
			Low Freq	
				0 Hz (default) 15.6Hz 31.5Hz 50Hz
			High Freq	
				22kHz (default) 16kHz 8KHz 4KHz
		Mode		
		Disabled (default)		
		Enabled		

Equalization				
Inputs				
	Front Hdst Front Mic Matrix In Rear Hdst Rear Mic	Modes	Disabled (default) Enabled	
		Presets	Default (default) Hiss Reduction Noise Reduction Rumble Reduction	
Outputs				
	Front Spkr Rear Spkr	Modes	Disabled (default) Enabled	
		Presets	Default (default) Hiss Reduction Noise Reduction Rumble Reduction	
Notch				
Notch Filter				
		Disabled (default) Narrow Default Wide		
Gating				
Aux 1 Aux 2 Front Hdst Front Mic Matrix In OMNEO 1 OMNEO 2 OMNEO 3-8 (only available with Audio Package) Rear Hdst Rear Mic				
		Threshold		
		Disabled (default) -17dB – 18dB		
Metering				
Aux 1 Aux 2 Front Hdst Front Mic Matrix In None (default) OMNEO 1 OMNEO 2 OMNEO 3-8 (only available with Audio Package) Rear Hdst Rear Mic				

Mixing			
	Front Hdst Rear Hdst	Both Left Chan Right Chan	Aux 1 Aux 2 Front Hdst Front Mic OMNEO 1 OMNEO 2 OMNEO 3-8 (only available with Audio Package) Rear Hdst Rear Mic
	Front Spkr OMNEO 1 OMNEO 2 Rear Spkr	Aux 1 Aux 2 Front Hdst Front Mic Matrix In OMNEO 1 OMNEO 2 OMNEO 3-8 (only available with Audio Package) Rear Hdst Rear Mic	
	Preamp Out To Matrix	Aux 1 Aux 2 Matrix In OMNEO 1 OMNEO 2 OMNEO 3-8 (only available with Audio Package)	
Mix Mode			
	Aux Mixes Switched (default)		
	Mixes Always Active		
Noise Gate			
	Front Hdst	Disabled (default) Enabled	
	Front Mic		
	Rear Hdst		
	Rear Mic		
Chime			
Preview			
	Yes (default)		
	No		
Chime			
	System #1-8 (User #1-4 with Audio package)		
Volume			
	-20dB (default)		
	-60dB – 10dB		
Dim			
Headset			
	Front Rear	Dim Amount:	0dB (default) -32dB – 0dB
Speaker			
	Front Rear	Dim Amount:	-8dB (default) -48dB – 0dB Mute



Ganged Vols			
		Disappearing (default)	
		Fixed Offset	
Headset Mic			
Front	Auto-Mute	Disabled Enabled (default)	
	Mode	Disabled Enabled Switched (default)	
	Type	Auto-Detect (default) Dynamic Electret	
Rear	Auto-Mute	Disabled Enabled (default)	
	Mode	Disabled (default) Enabled Switched	
	Type	Auto-Detect (default) Dynamic Electret	
Headset Spkr			
Front	Auto-Transfer	Disabled Enabled (default)	
	Mode	Both, Left Chan Right Chan	Always On (default) Disabled Switched
Rear	Auto-Transfer	Disabled Enabled (default)	
	Mode	Both, Left Chan Right Chan	Always On (default) Disabled Switched
Volume Control			
		Ganged	
		Individual (default)	
Inputs			
Aux 1			
		Disabled Enabled (default)	
Aux 2			
		Disabled Enabled (default) Ganged	
Matrix In			
		Disabled Enabled (default)	
OMNEO 1			
		Disabled Enabled (default)	

OMNEO 2		
	Disabled	
	Enabled (default)	
OMNEO 3		
	Disabled	
	Enabled (default)	
OMNEO 4		
	Disabled	
	Enabled (default)	
	Ganged	
OMNEO 5		
	Disabled	
	Enabled (default)	
OMNEO 6		
	Disabled	
	Enabled (default)	
	Ganged	
OMNEO 7		
	Disabled	
	Enabled (default)	
OMNEO 8		
	Disabled	
	Enabled (default)	
	Ganged	
Key Volumes		
Adjust		
	Disabled	
	Enabled (default)	
Minimum		
	Adjust Minimum Key Volumes	
Reset		
	Cancel	
	Do Reset	
	Volumes Reset	
LCP 16 CLD		
Encoder #1 – #16		
	Inputs	Aux 1 Aux 2 Matrix In OMNEO 1 OMNEO 2 OMNEO 3-8 (only available with Audio Package)
	Outputs	Both Hdsts Both Spkrs Front Hdst Front Spkr Rear Hdst Rear Spkr
	Sidetone	
	Unassigned (default)	
Matrix Out		
	Hot Mic	
	Normal (default)	

Max Volume		
Headset	Front	Max Volume: -48dB – 10dB (default), Mute
Speaker	Rear	
Mic Gain		
Adjust		
	Disabled (default) Front Hdst Front Mic Rear Hdst Rear Mic	
Level		
	Front Hdst Front Mic Rear Hdst Rear Mic	Mic Gain: 0dB (default) -20dB – 10dB
Mic Mute		
Disabled		
Momentary		
Toggle (default)		
Min Volume		
Headset	Front	Min Volume: -6dB (default for Matrix IN) Mute (default for all others) -48dB – 10dB
Speaker	Rear	
Aux 1		
Aux 2		
Matrix In		
OMNEO 1		
OMNEO 2		
OMNEO 3-8 (only available with Audio Package)		
Output Level		
Output Level:	8dB (default) – 0dB	
Panel Mic		
Front	Disabled	
	Enabled	
	Switched (default)	
Rear	Disabled (default)	
	Enabled	
	Switched	
Preamp Out		
Disabled		
Hot Mic		
Invert		
Switched (default)		
Sidetone		
Level		
	Sidetone Level: -20dB (default), -65dB to 0dB	
Mode		
	Always On	
	Disabled	
	Switched (default)	

Speaker		
Front	Always On Disabled Switched (default)	
Rear	Always On Disabled (default) Switched	
Volume Control	Ganged Individual (default)	
Tone Gen		
Frequency	1KHz Tone 500Hz Tone (default)	
Tone Off (default)		
Tone On		
VM Options		
Playback		
	Isolate Mix (default)	
Recording		
	Auto Recording	
	Disabled (default) Rolling Buffer	
	When Mailbox Full	
	Delete Oldest Reject New (default)	

## *Display Menu*

Assign Type	Shows key's assignment types
Auto Dial	Shows keys with 1-Touch Auto Dial assigned
Chans On	Shows scroll list of current callers
Chime	Shows keys with Chime assigned
Exclusive	Shows which keys are Exclusive keys
Key Groups	Group 1 - shows which key is Master, and which keys are Group Slaves Group 2 - shows which key is Master, and which keys are Group Slaves Group 3 - shows which key is Master, and which keys are Group Slaves Group 4 - shows which key is Master, and which keys are Group Slaves
Key List	Shows scroll list of hidden key assignments assigned to virtual keys
LCP 16 CLD	LCP 16 CLD Assigns *displays "LCP not detected" if none are attached
Level 2	Level 2 Assignments - Shows the talk level 2 assignment for each key assignment
Listen	Listen Assignments - Shows the listen assignment for each key assignment
MAC Address	MAC Address - Displays the MAC Address for the keypanel.
Matrix	Key Assignment Matrices - Shows the matrix for each key assignment
Panel ID	<Panel ID> - Shows the port number and alpha for this keypanel
Solo Key	Solo Keys - Shows which key is the solo key
Version	Version X.X.X - shows the keypanel firmware version

## Key Assign Menu

Matrix (only displays if there are remote matrices. Selecting Matrix displays a list of remote intercoms.)	<Ports/Assignments>	Listen Talk Lv11 Talk Lv12 Talk+AF Talk+AL Talk+AM Talk+AR Talk+AT	Tap Key
Pt-to-Pt			
Party Line			
IFB			
Special List			
Sys Relay			
Camera ISO			
UPL Resource			
IFB Spcl List			
Auto Funcs			

## Key Options Menu

Auto Dial	
Numbers	
	#01 – #100
1-Touch	
	Tap Key
Chime	
Chime	
	<none> System #1 System #2 System #3 System #4 System #5 System #6 System #7 System #8 User #1 (with Audio Package) User #2 (with Audio Package) User #3 (with Audio Package) User #4 (with Audio Package)
Duration	
	One-shot (default) 1 second 2 seconds 3 seconds 4 seconds 5 seconds 10 seconds 15 seconds 20 seconds 30 seconds 60 seconds 90 seconds 2 minutes 3 minutes 4 minutes 5 minutes
Clear	
	Tap Key
Exclusive	
	Tap Key
Icons	
Icon	
	Key has TIF Asgn Key is Solo Key Key is Exclusive Key Key has Auto-Dial Key is Group Master Key has Chime Key has Trunk Asgn
Display	
	Disabled

		Enabled (default)	
Key Groups			
	Group 1	Tap Master Key	Tap Slave Key
	Group 2		
	Group 3		
	Group 4		
Latching			
		Global	
		Disabled	
		Enabled (default)	
		Per Key	
		Tap Key	
Lock			
		Tap Key	
Panel Swap			
		Control	
		GPI Inputs	
		Opto 1	
		Opto 2	
		Cycle To	Next Previous
		Switch To	MAIN EKP 1 - EKP 7
		Toggle To	EKP 1 - EKP 7
		Unassigned (default)	
		GPI Outputs	
		Relay 1	
		Relay 2	
		Cycle To	Next Previous
		Switch To	MAIN EKP 1 - EKP 7
		Toggle To	EKP 1 - EKP 7
		Unassigned (default)	
		Keypad	
		BACK	
		FWD	
		UPG 1 - UPG9	
		Cycle To	Next Previous
		Switch To	MAIN EKP 1 - EKP 7
		Toggle To	EKP 1 - EKP 7
		Unassigned	
Key States			
		Force Off (default)	
		Retain	
Virtual EKPS			
		None	
		1 EKP through 7 EKPs for KP-4016	
		1 EKP through 6 EKPs for KP-5032	



Solo		
	Tap Key	
Tallies		
	Indefinite	
	Disabled (default)	
	Enabled	
	Min Duration	
	Min Duration:	
		5 seconds
		10 seconds
		15 seconds (default)
Turn Off		
	All Keys	
	Turn Keys Off?	
		Keys Turned Off
	Talk Keys	
	Turn Keys Off?	
		Keys Turned Off
	Listen Keys	
	Turn Keys Off?	
		Keys Turned Off

## OMNEO Offers Menu

Keypanel	
OKP	
	<Port #> - Shows a list of all OMNEO offers
AIO - If an RVON-IO or an OEI-2 is connected, it shows that device instead	
Disabled	
Enabled (default)	
Aux Input	
OMNEO 1	
	<Port #> - Shows a list of all OMNEO offers
OMNEO 2	
	<Port #> - Shows a list of all OMNEO offers
OMNEO 3	
	<Port #> - Shows a list of all OMNEO offers
OMNEO 4	
	<Port #> - Shows a list of all OMNEO offers
OMNEO 5	
	<Port #> - Shows a list of all OMNEO offers
OMNEO 6	
	<Port #> - Shows a list of all OMNEO offers
OMNEO 7	
	<Port #> - Shows a list of all OMNEO offers
OMNEO 8	
	<Port #> - Shows a list of all OMNEO offers

## Save Config Menu

Configuration Saved
---------------------

## Service Menu

Alphas	
	4 Chars (default)
	6 Chars
	8 Chars
	8 Chars (Unicode)
Aux Select	
	Number of Analog Inputs 0
	Number of Analog Inputs 1
	Number of Analog Inputs 2
CWW	
	Number of Entries
	3 through 9
	On New Caller
	Don't Select
	Select If Idle
	Select New Call
Display	
	Menu Context
	Disabled
	Enabled (default)
	Show Volume
	Disabled (default)
	Enabled
	KP32 Emulation
	Disabled (default)
	Enabled
Footswitch	
	Mode
	Disabled (default)
	Enabled
	Latched Keys
	Retain (default)
	Unlatch
Intercom Mode	
	Alternate
	Standard (default)
Key View	
	Show Gain
	Disabled (default)
	Enabled
	Show Lstn
	Disabled (default)
	Enabled
	Enabled (Suppress Auto)
	Show Mtx
	Disabled (default)
	Enabled
	Enabled (Suppress Local)

Keypad			
SEL Key			
Auto (default)			
Assign Groups			
Quick Assign			
Backlight			
Activation			
Activate			
On Keypress (swallowed) (default)			
On Keypress (processed)			
Always			
Never			
Setup			
Inactive			
Brightness: ### (default is 30%)			
Color:			
Blue (default)			
White			
Active			
Brightness: ### (default is 100%)			
Color:			
Blue (default)			
White			
Shift State			
Brightness: ### (default is 100%)			
Color:			
Blue			
White (default)			
LCD Backlight			
All Panels			
Brightness:			
65% (default)			
35% – 100%			
Main Panel			
Both, Left, Right			
Brightness:			
65% (default)			
35% – 100%			
EKP 1 – 7			
Both, Left, Right			
Brightness:			
65% (default)			
35% – 100%			

Local GPIO						
GPIO Inputs						
	Opto1 Opto2	Function	Key Group	Group 1	Level	Cancel
				Group 2	Edge	Save and Restart
			Group 3	Cancel		
		Group 4	Save and Restart			
		Not Assigned (default)				
		Mode	Talk Key	Tap Key		
			Normal (default)			
			Track Output			
GPIO Outputs						
	Relay 1 Relay 2	Not Assigned (default)				
		Talk Key	Tap Key			
		UPG1 – UPG9				
Mirror						
<a list of available target keypanels>						
OMNEO Setup						
OKP						
OEI-2 (if attached)						
Device Name						
		<displays device name and allows editing>				
DHCP						
		Disabled (default)				
		Enabled				
IP Parameters						
		IP Address <displays IP Address and allows editing>				
		Netmask <displays Netmask and allows editing>				
		Gateway <displays Gateway and allows editing>				
		DNS Server 1 <displays DNS Server and allows editing>				
		Domain <displays Domain Name and allows editing>				
Page Change						
Auto (default)						
Always Allow						
No Talk Keys						
Reset Cfg						
Cancel						
Do Reset						
		Configuration Reset				
Scrn Saver						
Activate						
Delay						
Display Dim						
		Delay Time:	1 hour (default) (30 min, 1 – 12 hours, and Disabled)			
Activation						
		Delay Time:	1 hour (default) (30 min, 1 – 12 hours, and Disabled)			
Display Dim						
		Brightness: 25% (default) (0% – 100%)				
Mode						
Bitmap						
		Bounce				
		Scroll (default)				

Display Off	
Text (default)	
	Bounce
	Scroll (default)
Set Address	
Poll ID <1–8>	
Cancel	
Save and Restart	
Snoop Tally	
Chime:	
	none (default), System #1 through System #8 (User #1 through 4 with Audio package)
Duration:	
	One-shot (default) (1 sec, 2 sec, 3 sec, 4 sec, 5 sec, 10 sec, 15 sec, 20 sec, 30 sec, 60 sec, 90 sec, 2 min, 3 min, 4 min, 5 min)
Test Panel	

# EKP-4016

---

## Introduction

Connecting directly to the KP-4016/5032 color keypanel, the EKP-4016 (Expansion Panel Color Display) provides an additional 16 keys per expansion panel to your intercom application.

Refer to Figure 92, “Expansion Panel Cabling,” on page 281, for information on how to connect up to six (6) additional expansion panels (if the intercom is configured for 128 keys) with a KP-5032, or seven (7) additional expansion panels (if the intercom is configured for 128 keys) with a KP-4016.

---

## Specifications

### LCD Display

#### Active Area

120.10mm (wide) x 18.77mm (high)

#### Dot Resolution

576 x 90 dots

#### Color Resolution

16-bit (64K) RGB color

#### View Angle

80 degrees (typical; all directions)

### Connector

EXP IN RJ-45

EXP OUT RJ-45

### General

#### EKP-4016

#### Storage Temperature

-40°C to 70°C (-40°F to 158°F)

#### Operating Temperature

0°C to 55°C (32°F to 131°F)

#### Dimensions

17.39”L x 1.72”H x 3.92”D (441.82mm x 43.8mm x 99.5mm)

#### Weight

2.91lb (1.32kg)

#### Power Consumption

Nominal – 6 Watts

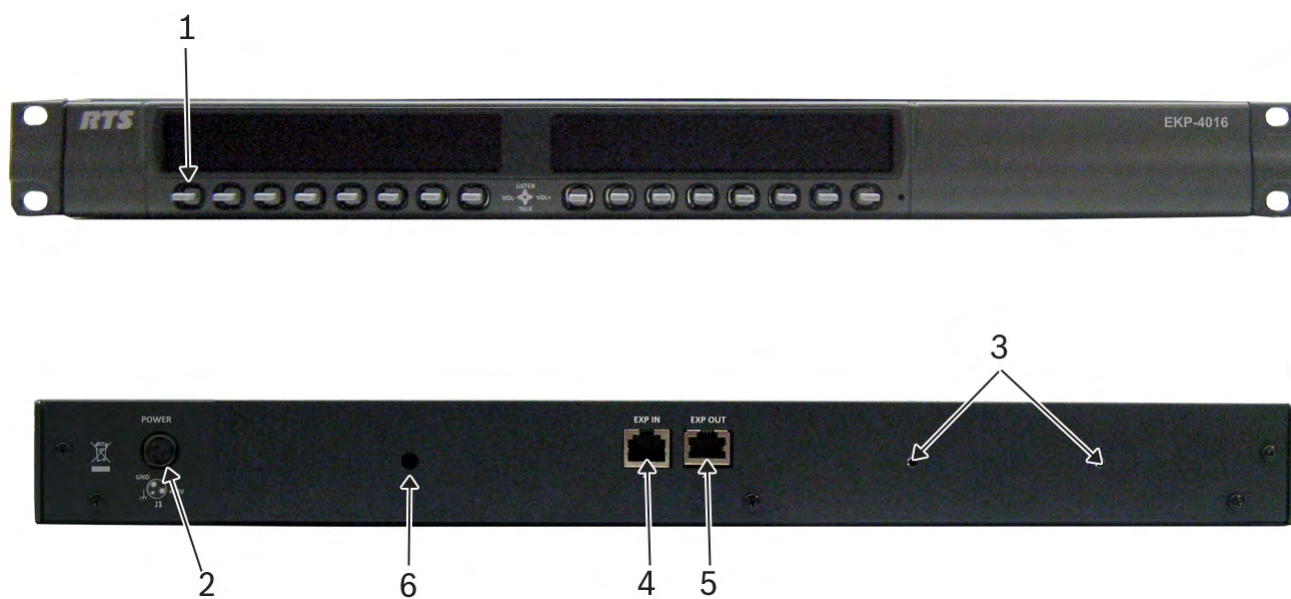
Maximum – 7 Watts

Maximum Volt Amp - 48VA

#### Input Power

100~240VAC, 50~60Hz

## *EKP-4016 Expansion Panel Reference View*

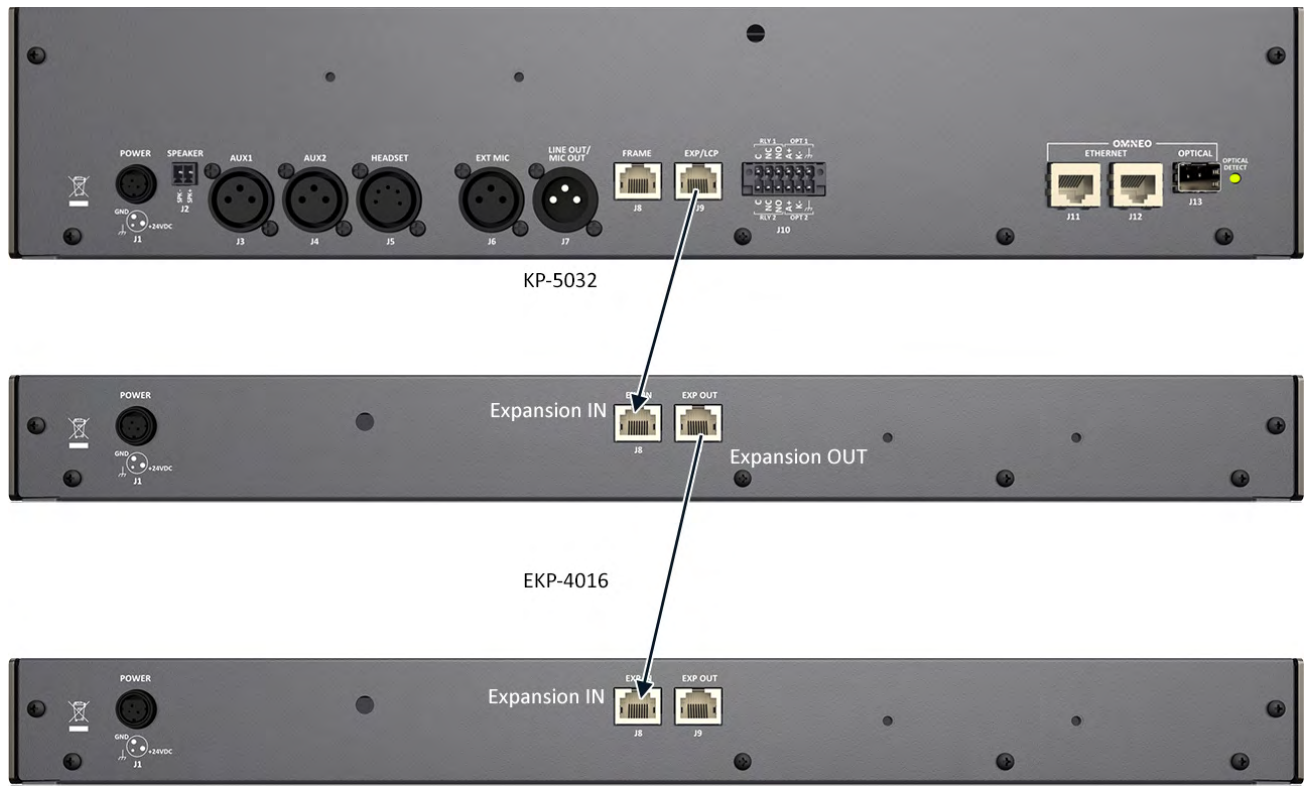


**FIGURE 91.** EKP-4016 Expansion Panel Reference View – Front and Rear

1. Expansion Keys
2. Power
3. Power Supply Bracket Mounting Holes
4. RJ-45 Expansion IN
5. RJ-45 Expansion OUT
6. Power Supply Cable Tie Mounting Hole



## Expansion Panel Cabling Reference



**FIGURE 92.** Expansion Panel Cabling

RJ-45 EXP IN (expansion)	
Pin	Assignment
1	No Connect
2	NC
3	NC
4	NC
5	NC
6	NC
7	RS485 +
8	RS485 -

RJ-45 EXP OUT (expansion)	
Pin	Assignment
1	NC
2	NC
3	NC
4	NC
5	NC
6	NC
7	RS485 +
8	RS485 -



# *Unicode Support*

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## *AZedit and Unicode Support*

Minimum firmware revision requirements for Unicode support are:

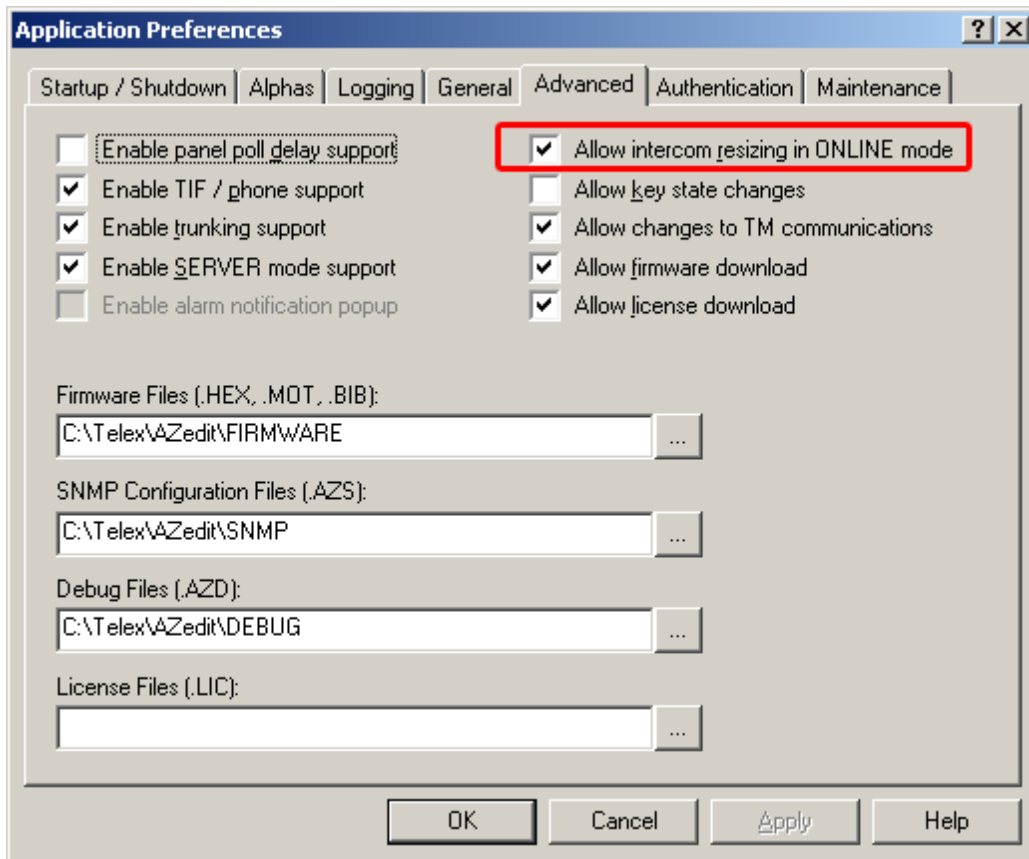
- MCII-e v2.4.0 or later
- AIO-8 v10.5.0 or later
- AIO-16 v1.3.0 or later
- Cronus v1.8.0 or later
- Zeus III v1.3.0
- KP 32 CLD v1.3.0 or later
- KP 12 CLD v1.1.0
- RP-1000 v2.0.0
- KP12/4U v1A.0.26 (Cyrillic character set only)
- KP-5032/4016 v1.1.1

To **configure the keypanel for Unicode operation**, do the following:

1. On the keypanel, select **Service|Alphas|8 Chars (Unicode)|Save and Restart**.

**NOTE:** If using the keypanel with Japanese firmware, you must also configure the correct Intercom Mode. See “Service Menu, Intercom Mode” on page 235.

2. From the Options menu in AZedit, select **Preferences**.  
*The Application Preferences window appears.*
3. Select the **Advanced** tab.  
*The Advanced page appears.*
4. Select the **Allow intercom resizing in ONLINE mode** check box.



5. Click **Apply**.
6. Click **OK**.  
*The Application Preferences window closes.*

---

**IMPORTANT:** You are about to erase the entire intercom setup! Be sure to save your file.

---

7. From the Options menu, select **Intercom Configuration**.  
*The Intercom Configuration window appears.*
8. Click the **Options** tab.  
*The Options page appears.*

9. Select the **Enable Unicode Alphas** check box.

The screenshot shows the 'Intercom Configuration' window with the 'Options' tab selected. The window contains two columns of settings. The left column includes 'Talk levels' (2), 'Listen levels' (1), 'Panels with Key Labels' (34), 'Key Labels Per Panel' (64), and a list of checkboxes. The right column includes 'Setup pages per port' (4), 'Physical panels per port' (4), 'Keys per setup page' (16), and 'Maximum IFB priority' (3). The 'Enable Unicode Alphas' checkbox is checked and highlighted with a red rectangle. At the bottom right is a 'Reset to Defaults' button, and at the bottom are 'Apply', 'Cancel', 'Test', and 'Help' buttons.

Resource	Value
Talk levels	2
Listen levels	1
Panels with Key Labels	34
Key Labels Per Panel	64

Option	Value
Setup pages per port	4
Physical panels per port	4
Keys per setup page	16
Maximum IFB priority	3

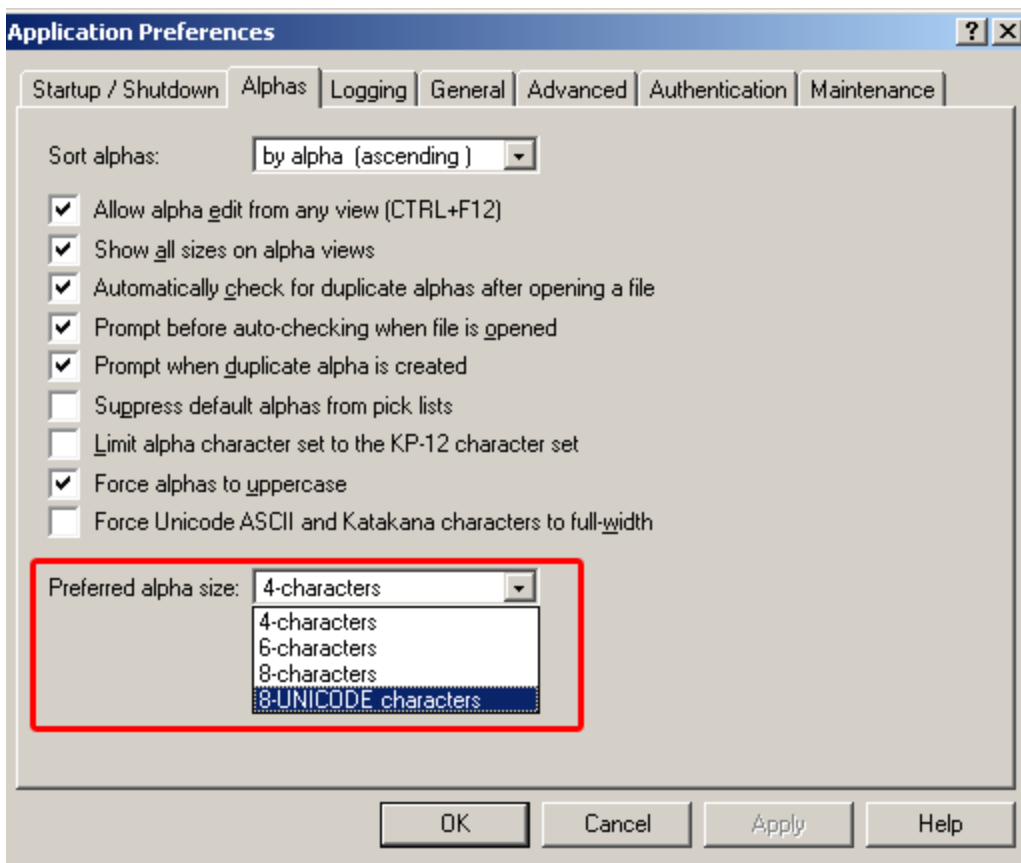
Options:

- ☐ Use input alphas
- ☐ Auto listen functions pick up all talk levels
- ☐ Always stack callers in call waiting window
- ☐ Configure onboard GPI Outputs in FR9528 mode
- ☐ Allow for remote trunk master
- ☒ **Enable Unicode Alphas**
- ☐ Don't generate tallies for in-use trunk assignments
- ☐ Don't generate tallies for off-hook TIF assignments
- ☐ Don't generate indefinite PL tallies
- ☐ Generate snoop tallies

Buttons: Reset to Defaults, Apply, Cancel, Test, Help

10. Click **Apply**.  
*The Intercom Configuration window closes.*
11. From the Options menu, select **Preferences**.  
*The Application Preferences window appears.*
12. Click the **Alphas** tab.  
*The Alphas window appears.*

13. From the Preferred alpha size drop down menu, select **8-UNICODE characters**.



14. Click **Apply**.

15. Click **OK**.

*The Application Preference window closes.*

To **restore the system configuration**, do the following:

1. From the Online menu, select **Send File**.
2. Navigate to the **system configuration file (.adm)** you want to restore.
3. Click **OK**.

## Power Supply Mounting Options

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### Power Supply Mounting Bracket Instructions

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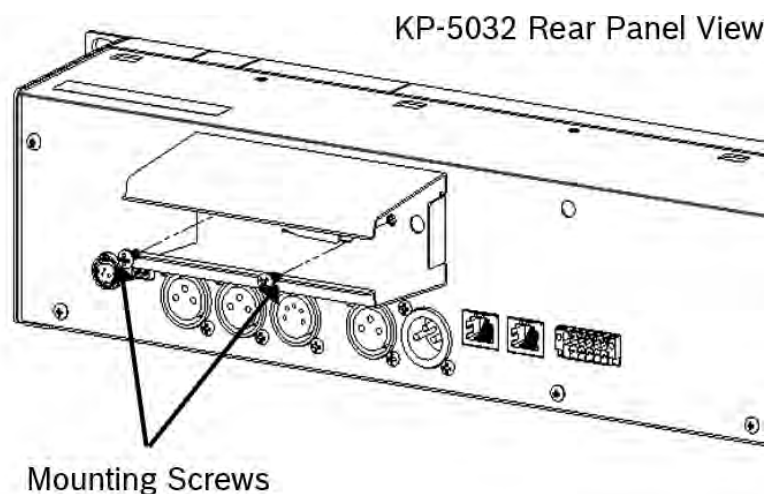
**IMPORTANT:** The KP-4016 power supply can only be mounted directly into a rack and cannot have the power supply mounted to the unit.

---

#### Mounting the Power Supply to KP-5032 Unit

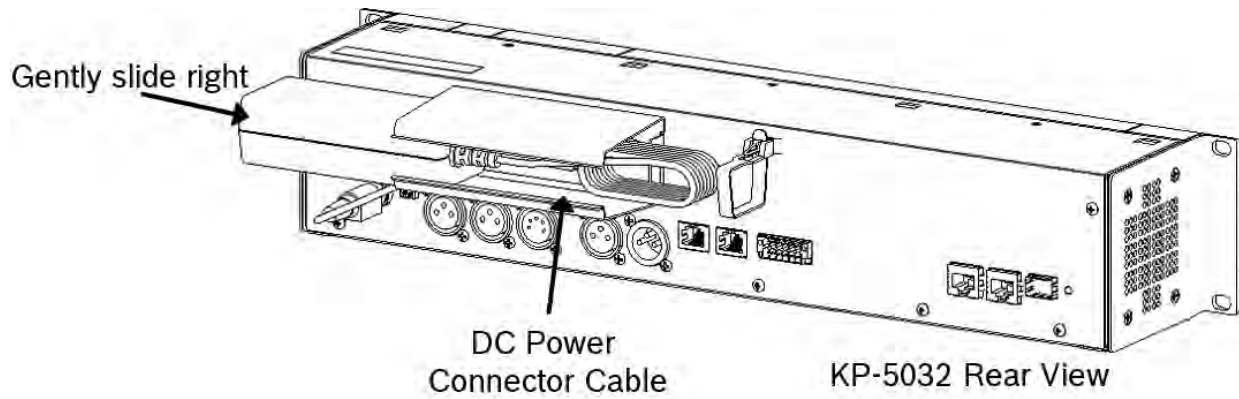
To mount the power supply mounting bracket to a KP-5032, do the following:

1. Align the **power supply mounting bracket** screw holes with the appropriate mounting holes on the rear panel of the KP-5032 unit.
2. Using a screwdriver, attach the **power supply mounting bracket** with the two (2) supplied screws.

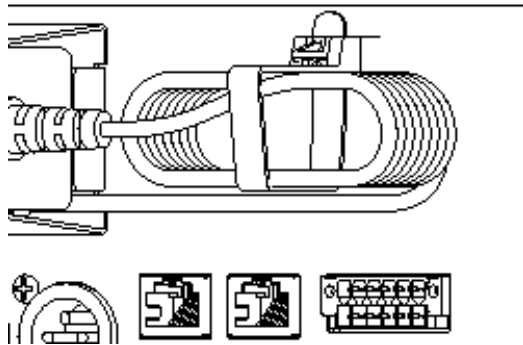


3. Attach the **power supply cable tie clip** to the predefined clip mounting hole on the rear of the keypanel unit.
4. Attach the **DC power connector** to the unit.
5. Carefully thread the **power cable** through the bracket, in order to utilize the power supply cable tie.

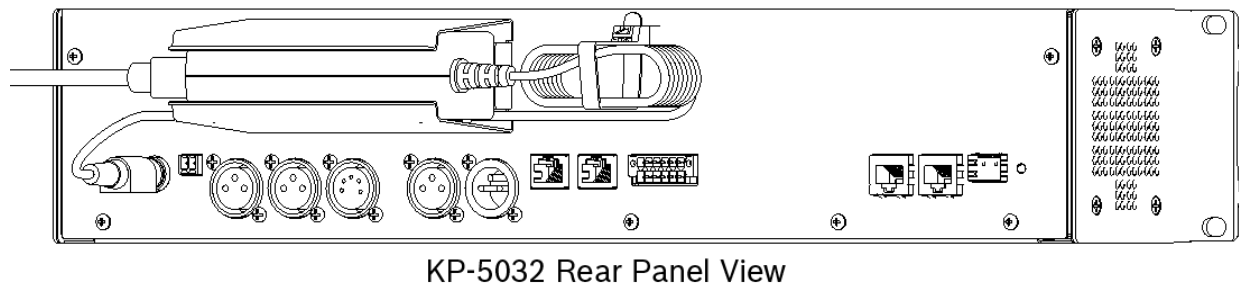
- From the left-hand side of the mounting bracket, carefully slide the **power supply** into the bracket.



- Carefully coil the **power supply cord** and insert it into the cord clip.



- Attach the **AC power connector** to the power outlet on the power supply.



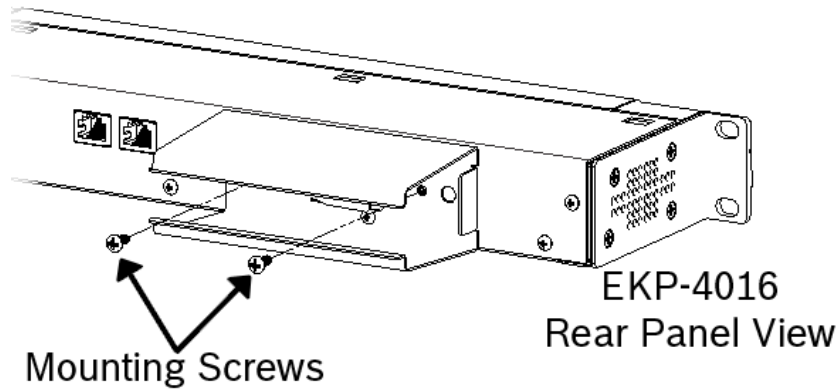
- Plug the **power cord** into an electrical outlet.



## Mounting the Power Supply to EKP-4016 Unit

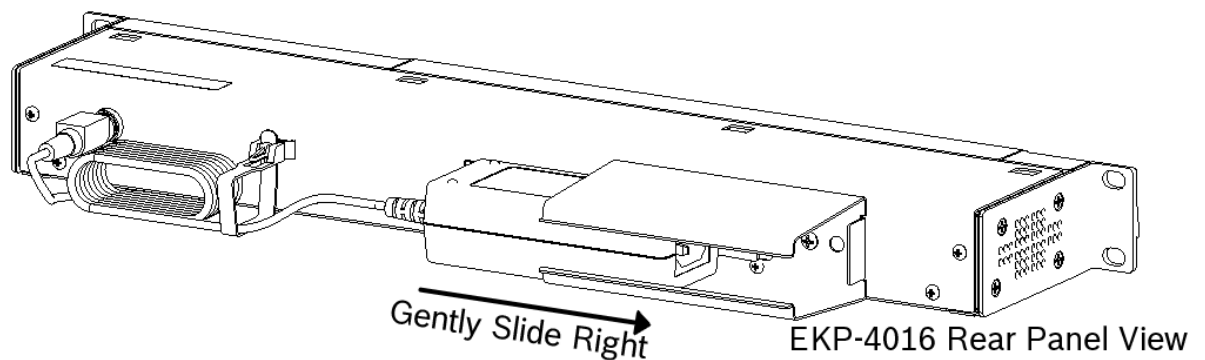
To mount the power supply mounting bracket to an EKP-4016, do the following:

1. Align the **power supply mounting bracket** screw holes with the appropriate mounting holes on the rear panel of the EKP-4016 unit.
2. Using a screwdriver, attach the **power supply mounting bracket** with the two (2) supplied screws.



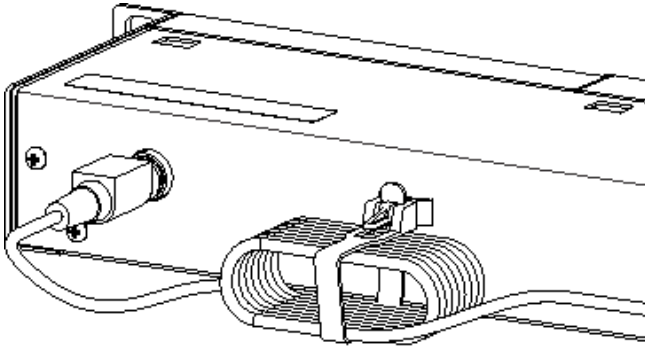
3. Attach the **power supply cable tie clip** to the predefined clip mounting hole on the rear of the keypanel unit.
4. From the left-hand side of the mounting bracket, carefully slide the **power supply** into the bracket.

**NOTE:** The Frame and EXP OUT connections cannot be populated until the power supply mounting bracket is fully installed.



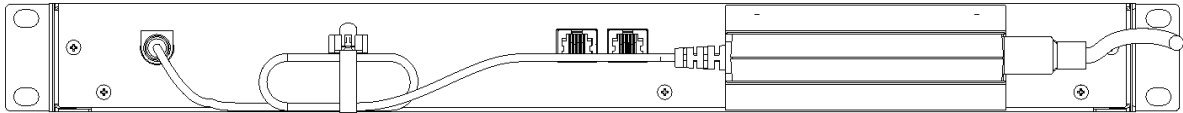
5. Attach the **DC power connector** to the unit.

6. Carefully coil the **power supply cord** and insert it into the cord clip.



## EKP-4016 Rear Panel View

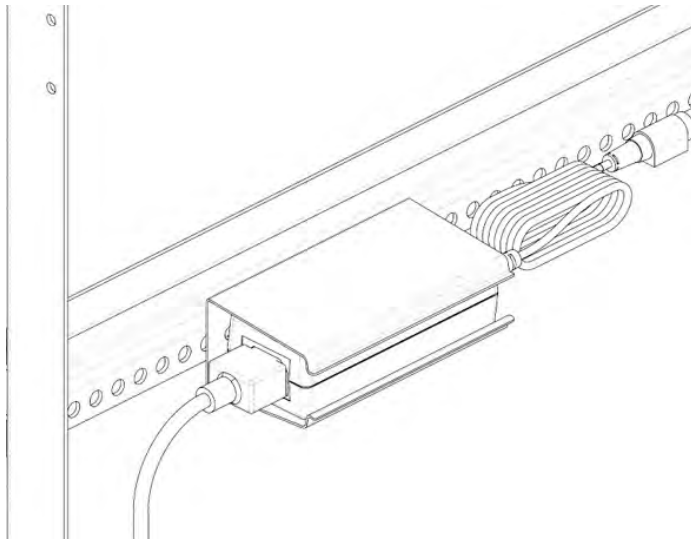
7. Attach the **AC power connector** to the power outlet on the power supply.



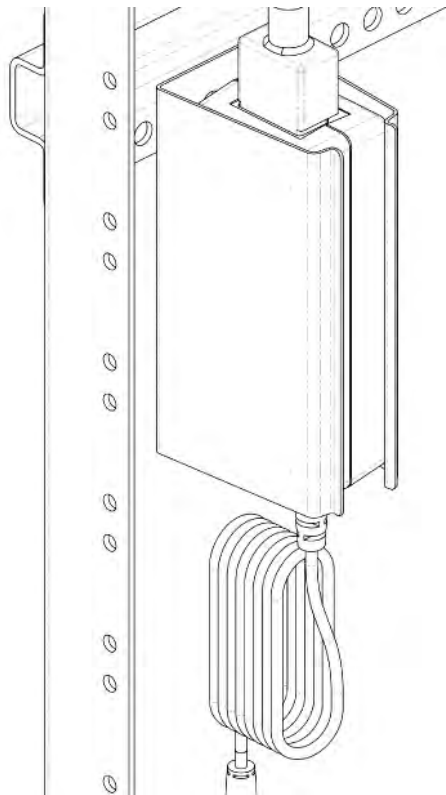
8. Plug the **power cord** into an electrical outlet.

## Mounting the Power Supply to a Standard Rack

The **Power Supply Mounting** bracket can be directly attached to a standard rack, horizontally or vertically as shown in Figure 93 and Figure 94.



**FIGURE 93.** Mounting Bracket – Horizontal on a Crossbar



**FIGURE 94.** Mounting Bracket – Vertical from a Crossbar



# Audio and Control Packages

## Audio and Control Add-On Packages

The Audio and Control Add-On Packages for the KP-5032/4016 greatly expand your keypanel and intercom system experience and capabilities. The Audio package delivers voice messaging for when a user has stepped away from a panel, additional OMNEO channels, additional equalization bands, and adjustable compression and noise gating. The Control package offers real-time control of keypanels from AZedit as well as from another keypanel. It also offers KP Configuration from AZedit, allowing you to upload a keypanel configuration from a keypanel, make changes to the configuration and then download it to one or multiple licensed keypanels across your system. In addition, it includes two ways of customizing the keypanel with downloadable chimes and downloadable screen savers.

Below is a chart detailing what is included with each package.

Audio Package	Control Package
<ul style="list-style-type: none"> <li>Additional OMNEO Channels 3 – 8</li> <li>Voice Messaging (See “Voice Messaging (Audio Package Only)” on page 67.)</li> <li>Adjustable Compression (See “Compression” on page 185.)</li> <li>Adjustable Noise Gating (See “Noise Gate – Audio Package Only” on page 195.)</li> <li>5-band Equalization (See “Adjustable 5-Band Equalization – Audio Package Only” on page 188.)</li> </ul>	<ul style="list-style-type: none"> <li>Downloadable Screen Saver (See “Download Screen Savers (Control Package Only)” on page 178.)</li> <li>Real-time Control (See “Real-Time Control in AZedit (Control Package Only)” on page 98.)</li> <li>Keypanel Mirroring Mode (See “Keypanel Mirroring (Control Package Only)” on page 95.)</li> <li>Keypanel Configuration (See “Keypanel Configuration (Control Package Only)” on page 108.)</li> <li>Downloadable Chimes (See “Download User Chimes (Control Package Only)” on page 176.)</li> </ul>

**IMPORTANT:** If you are upgrading the KP-4016/5032 from version 1.1.1 or earlier to version 1.2.0 or later, you must do the following:

- Download the Firmware
- Download the License, if purchased.
- Download the Voice Mail Chimes (downloaded with vm-chimes.mot)
- Download the Voice Mail Icons (downloaded vm-icons.mot)

For more information on downloading firmware, see “Download Firmware to the KP-5032/4016 From AZedit” on page 159.

Take note, the VM chimes and VM icons are .mot files and should be treated as firmware downloads, not Chimes or Icons.

Panels shipped from the factory with v1.2.0 or higher, include VM Chimes and VM icons.

## Download License Files

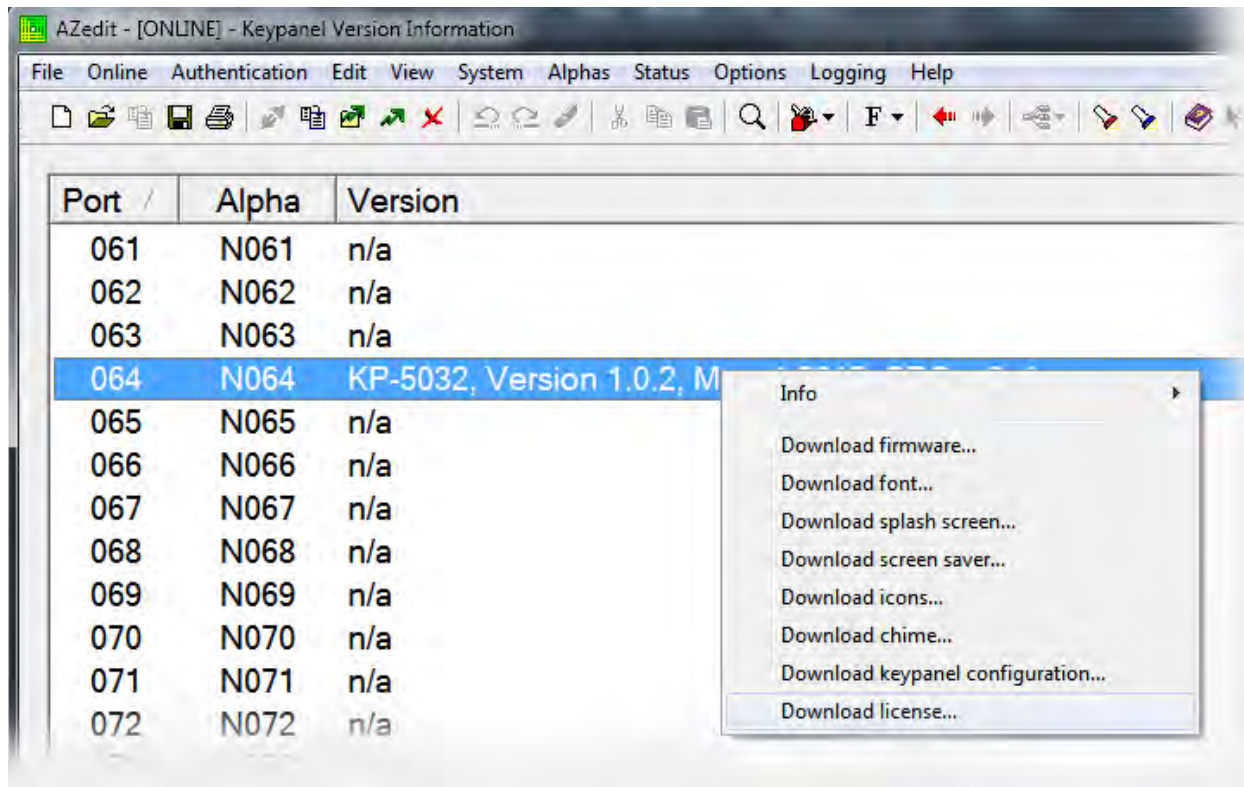
License files activate the packages you have purchased. Similar to firmware files, license files are downloaded to the to keypanel via AZedit; unlocking the intended features

To **download/activate license files**, do the following:

1. Open **AZedit**.
2. From the Status menu, select **Software Versions|Keypanels**.  
*The Keypanel Version Information window appears.*
3. Select the **port number** where the keypanel with the license is located.
4. Highlight the **Port** (keypanel) to be updated.  
*You may select more than one (1) at a time by holding CTRL key down while you select. But, you must make sure every MAC ID matches before downloading.*

**IMPORTANT:** To find the MAC Address of the keypanel, do one of the following:

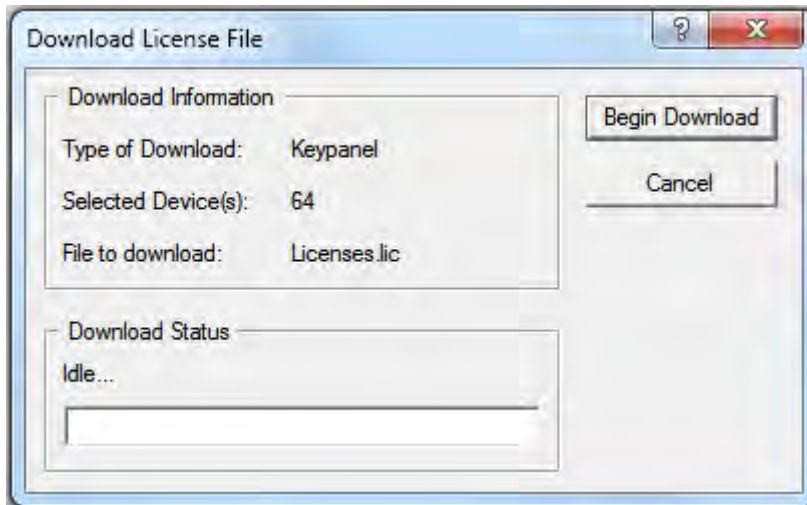
- Find it in IPedit
- Find it in the Display menu at “Display Menu, MAC Address” on page 212
- Find it in the Info menu at “INFO button” on page 47



5. Right-click the **highlighted selections**.  
*A popup menu appears.*
6. Select **Download license....**  
*The License Download window appears.*
7. Navigate to the **license file**.

8. Click **Open**.

*The Download License File window appears.*



9. Click **Begin Download**.

*The license file is downloaded and unlocks the licensed features purchased.*

Once you have installed the package(s) you purchased, the following icon appears at power up for five seconds and then disappears.



Only the Audio Package is installed



Only the Control Package is installed



Both the Audio and Control Packages are installed

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