Panasonic
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Digital Proprietary Telephones

Quick Reference Guide

MODELS
KX-DT343
KX-DT346

Panasonic®

Digital Proprietary Telephones

Quick Reference Guide

<KX-DT346>

Model KX-DT343
KX-DT346

Important Information

When using the KX-DT300 series, keep the following conditions in mind.

- If there is any problem, unplug the extension line and connect a known working phone. If the known working phone operates properly, have the defective phone repaired by a specified Panasonic Factory Service Centre. If the known working phone does not operate properly, check the Panasonic Phone System series Business Telephone Systems and the internal extension wiring.
- Keep the unit away from heating appliances and electrical noise generating devices such as fluorescent lamps, motors and televisions. These noise sources can interfere with the performance of the unit.
- This unit should be kept free of dust, moisture, high temperature (more than 40 ^{o}C) and vibration, and should not be exposed to direct sunlight.
- Do not use benzine, thinner, or similar products, or any abrasive powder to clean the cabinet. Wipe it with a soft cloth.
- Do not use any handset other than a Panasonic handset.
- Do not disassemble this product. Dangerous electrical shock could result. The unit must only be disassembled and repaired by qualified service technicians.
- When a failure occurs, which exposes any internal parts, disconnect the telephone line cord immediately and return this unit to service centre.
- Never attempt to insert wires, pins, etc, into the vents or other holes of this unit.

WARNING:
TO PREVENT THE RISK OF FIRE OR ELECTRIC SHOCK, DO NOT EXPOSE THIS PRODUCT TO RAIN OR MOISTURE.

THIS HANDSET EARPIECE IS MAGNETISED AND MAY RETAIN SMALL FERROUS OBJECTS.

IMPORTANT NOTICE:
- Under power failure conditions, this telephone may not operate. Please ensure that a separate telephone, not dependent on local power, is available for use in an emergency.
- This Class B digital apparatus complies with Canadian ICES-003.

Note:
- In this manual, the suffix of each model number is omitted.
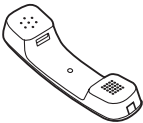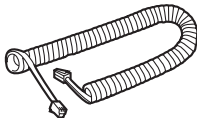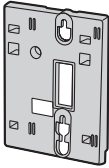- Displays are described in English as samples.

Table of Contents

Before Initial Use

Thank you for purchasing a Panasonic Digital Proprietary Telephone (DPT). Please read this manual carefully before using this product and save this manual for future use. For more details, please refer to the manuals of the PBX.

Note: In this manual, the suffix of each model number is omitted unless necessary.

Accessories (included)

□ Handset: 1	□ Handset Cord: 1	□ Wall Mounting Adaptor[*1]: 1
□ Screws for wall: 2	□ Telephone Line Cord: 1	

*1 This telephone comes with the wall mounting adaptor already attached.
To remove the adaptor, refer to step 1 on page 16.

Features for the Digital Proprietary Telephones

This unit supports the following optional devices and features:

	KX-DT343	KX-DT346
Features		
Display	3-Line	6-Line
Flexible Buttons	24	24
LCD Backlight	✔	✔
Options		
KX-NT303 Add-on 12 Key Module	✔	✔
KX-NT307 (PSLP1528) Bluetooth® Module[1] [2] [3]	✔	✔
KX-DT301 USB Module[3]	✔	✔
KX-DT390 DSS Console (with 60 keys)[2]	✔	✔

✔ : Available

[1] The availability of the Bluetooth Module depends on the software version of the connected PBX. Consult your dealer for more details.

[2] For information on connecting, refer to the each included manual.

[3] When connecting DPTs via Digital XDP, this optional device cannot be used.

Trademark:

Icon Meanings

$\overset{\square}{(CO)}$ = Flexible button   📞 = Off-hook   ☎ = On-hook

◯ = Feature number   🎧 = Talk   C. $\overset{♪}{\text{Tone}}$ = Confirmation Tone

Making Calls

Calling	
To an extension	**To an outside party**
📞 ▸ ⌐extension no.⌐ ▸ 🎧	📞 ▸ $\overset{\square}{(CO)}$ ▸ ⌐outside phone no.⌐ ▸ 🎧

Redial
📞 ▸ $\overset{\text{REDIAL}}{\square}$ ▸ 🎧

Quick Dialing
📞 ▸ ⌐quick dialing no.⌐ ▸ 🎧

One-touch Dialing
To store
$\overset{\text{PAUSE}}{◯}$ ▸ $\overset{\square}{(CO)}$ ▸ ② ▸ ⌐desired no.* (max. 32 digits)⌐ ▸ $\overset{\text{AUTO DIAL}}{\underset{\text{STORE}}{\ominus}}$ ▸ $\overset{\text{PAUSE}}{◯}$

  * Enter outside line access number before outside phone number. |
| **To dial** |
| 📞 ▸ $\overset{\square}{\textit{(One-touch Dialing)}}$ assigned as a One-touch Dialing button ▸ 🎧 |

Personal Speed Dialing
To store
📞 ▸ ✳③⓪ ▸ ⌐personal speed dialing no. (2 digits)⌐ ▸ ⌐desired phone no.* (max. 32 digits)⌐ ▸ # $\overset{♪}{\text{C. Tone}}$ ▸ ☎

  * Enter outside line access number before outside phone number. |
| **To dial** |
| 📞 ▸ $\overset{\text{AUTO DIAL}}{\underset{\text{STORE}}{\ominus}}$ ▸ ✳ ▸ ⌐personal speed dialing no. (2 digits)⌐ ▸ 🎧 |

Features List

System Speed Dialling
To dial
📞 ▶ AUTO DIAL ⊖ STORE ▶ [**system speed dialing no. (3 digits)**] ▶ 📞
Doorphone Call
📞 ▶ ✳ ③ ① ▶ [**doorphone no. (2 digits)**] ♪ C. Tone ▶ 📞

During a Conversation

Call Hold	
To hold	**To retrieve a call at the holding extension**
HOLD ☐ ♪ C. Tone ▶ 📞	📞 ▶ ☐ *(CO)* / INTERCOM ⊖ ▶ 📞
To retrieve an outside call from another extension	
📞 ▶ ☐ *(CO)* ▶ 📞	
Call Transfer	
TRANSFER ☐ ♪ C. Tone ▶ [⌈ [**extension no.**] To an extension / ☐ *(CO)* ▶ [**outside phone no.**] To an outside party ⌉] ▶ 📞 ▶ 📞	
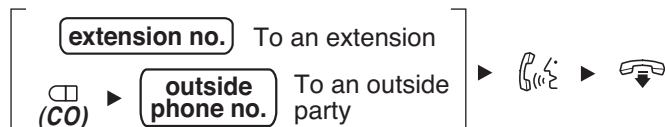
Useful Features

Multiple Party Conversation
To add other parties during a conversation (i.e., conference)
CONF ⊖ ♪ C. Tone ▶ [**desired phone no.**] ▶ 📞 Talk to the new party. ▶ CONF ⊖ ♪ C. Tone ▶ 📞 Talk with multiple parties.
To leave a conference
CONF ⊖ ♪ C. Tone ▶ 📞

Using the Display Proprietary Telephone

◆● *Using the Call Log or Directories*

You can make a call with the call log or directories as follows:
Outgoing Call Log
Incoming Call Log
Extension Number Directory
System Speed Dialling Directory
Personal Speed Dialling Directory

◆ *Calling with a call log or directory*

While on-hook

Press **Left** or **Right** until **desired log/ directory** appears. ▶ Press **ENTER**. ▶ Press **Up** or **Down** until **desired item** appears. ▶ Off-hook.
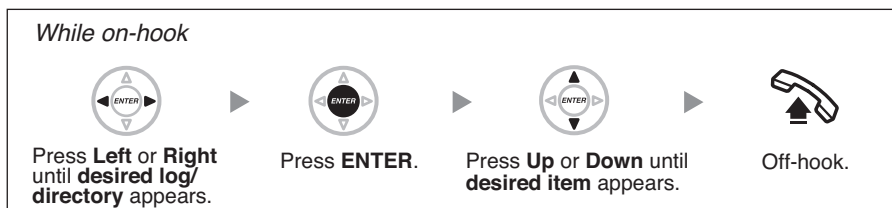
• To cancel or exit, press *CANCEL* ○ or EXIT.

◆ *Clearing the log information*

While confirming the log information

Press **Up** or **Down** until **desired item** appears. ▶ CLEAR — Press "**CLEAR**".
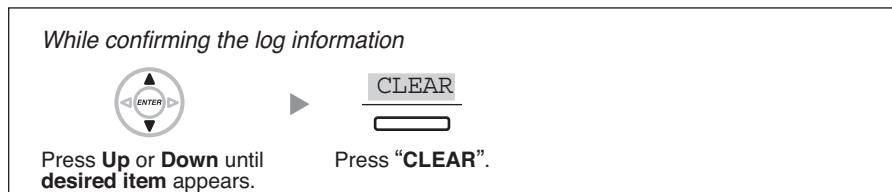
◆ *Storing the caller's information for the Personal Speed Dialing Directory*

While confirming the log information

Press **Up** or **Down** until **desired item** appears. ▶ AUTO DIAL / STORE **OR** ENTER — Press **STORE** or **ENTER**. ▶ **name** — Enter **name**∗ (max. 20 characters). ▶ AUTO DIAL / STORE **OR** ENTER — Press **STORE** or **ENTER**. ▶ EXIT **OR** PAUSE — Press "**EXIT**" or **PAUSE**.

• ∗ To enter characters, refer to "Entering Characters".

Using the Display Proprietary Telephone

◆ *Storing names and numbers for the Personal Speed Dialing Directory*

While on-hook

phone no.	▶	AUTO DIAL STORE **OR** ENTER	▶	name	▶	AUTO DIAL STORE **OR** ENTER	▶	EXIT **OR** PAUSE

Enter **phone number** (max. 32 digits).

Press **STORE** or **ENTER**.

Enter **name**∗ (max. 20 characters).

Press **STORE** or **ENTER**.

Press "**EXIT**" or **PAUSE**.
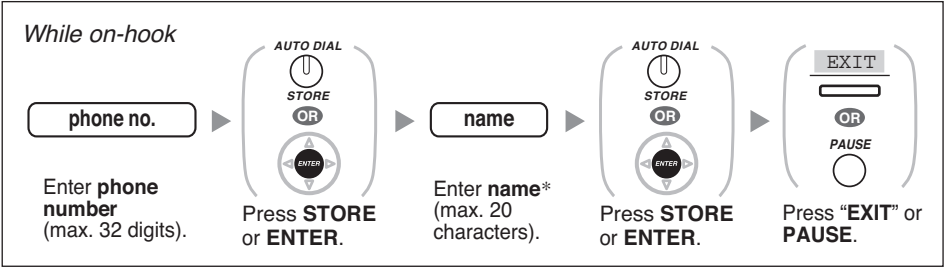
• ∗ To enter characters, refer to "Entering Characters".

◆◆ Accessing the System Features

You can access these features with the "Feature Access" menu:
Automatic Callback
Group Call Pickup
Directed Call Pickup
Doorphone Call
Door Open
External Background Music
Paging

While on-hook

ENTER	▶	ENTER	▶	ENTER	▶	ENTER	▶	Input a parameter.

Press **Right** four times.

Press **ENTER**.

Press **Up** or **Down** until **desired feature** appears.

Press **ENTER**.

• For further information, refer to the Business Telephone System User Manual.

Table 1 (Standard mode)

Times / Buttons	1	2	3	4	5	6	7	8	9
1	!	?	"	1					
2	A	B	C	a	b	c	2		
3	D	E	F	d	e	f	3		
4	G	H	I	g	h	i	4		
5	J	K	L	j	k	l	5		
6	M	N	O	m	n	o	6		
7	P	Q	R	S	p	q	r	s	7
8	T	U	V	t	u	v	8		
9	W	X	Y	Z	w	x	y	z	9
0	(space)	.	,	'	:	;	0		
*	/	+	−	=	<	>	*		
#	$	%	&	@	(	)	€	£	#

Table 2 (Option mode)

Times / Buttons	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	!	?	"	ä	ö	ü	1								
2	A	B	C	a	b	c	À	Á	Â	Ã	Ä	Å	Æ	Ç	2
3	D	E	F	d	e	f	Ð	È	É	Ê	Ë	3			
4	G	H	I	g	h	i	Ì	Í	Î	Ï	4				
5	J	K	L	j	k	l	5								
6	M	N	O	m	n	o	Ñ	Ò	Ó	Ô	Õ	Ö	Ø	Œ	6
7	P	Q	R	S	p	q	r	s	ß	7					
8	T	U	V	t	u	v	Ù	Ú	Û	Ü	8				
9	W	X	Y	Z	w	x	y	z	ý	9					
0	(space)	.	,	'	:	;	0								
*	/	+	−	=	<	>	*								
#	$	%	&	@	(	)	€	£	#						

Settings on the Programming Mode

◆◆ Setting Features

You can customize many features of your telephone as shown in the following tables. Original settings are shown in the grey boxes. For later reference, place a check mark in the boxes below to indicate your customized settings.

To enter the programming mode	To programme				To exit
PROG **OR** PROGRAM ○	▲ ENTER ▼ **OR** AUTO DIAL STORE **program no.**	▲ ENTER ▼ **OR** ENTER **program no.**	▲ ENTER ▼ **OR** ENTER	▲ ENTER ▼ **OR** AUTO DIAL STORE	EXIT **OR** PROGRAM ○
Press **"PROG"** or **PROGRAM**.	Follow **Programming Input**.	Press **ENTER** or **STORE**. Follow **Selection & Parameter**.		Press **ENTER** or **STORE**.	Press **"EXIT"** or **PROGRAM**.
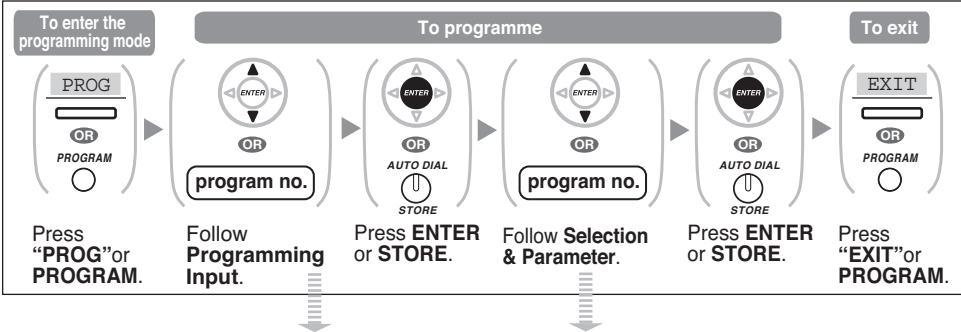
Item	Programming Input		Selection & Parameter
Would you like to turn on the display backlight of the KX-DT343/KX-DT346? (Display Backlight Selection)	**0** **4** [Backlight]	**0**	☐ **Yes–ON in use** [Automatic]
		1	☐ Yes–always ON [Always On]
		2	☐ No–always OFF [Always Off]
How do you prefer to receive an intercom call? (Alternate Receiving–Ring/Voice)	**2** **1** [Voice Call]	**0**	☐ **Ringing** [Tone Call]
		1	☐ Directly–The party's voice is heard without ringing. [Voice Call]
		2	☐ Ring only–Prohibiting the caller switching to the voice mode. [Voice Call Deny]
Do you prefer to receive call waiting for outside calls?	**3** **0** [C.Wait Extrnl]	**0**	☐ **No (No Tone)** [CW Tone Off]
		1	☐ Yes (Tone) [CW Tone On]
Which type of call waiting for intercom calls do you prefer? (Call Waiting Selection)	**3** **1** [C.Wait Intrnl]	**0**	☐ **No call** [CW Tone Off]
		1	☐ Tone [CW Tone On]
		2	☐ Voice announcement through the built-in speaker [OHCA (Announce)]
		3	☐ Voice announcement through the handset [Whisper OHCA]
Which type of call waiting tone do you prefer? (Call Waiting Tone Type Selection)	**3** **2** [C.Wait Tone]	**0**	☐ **Tone 1** [CW Tone 1]
		1	☐ Tone 2 [CW Tone 2]

Item	Programming Input	Selection & Parameter		
Would you like to show a message on the caller's telephone display? (Absent Message)	**4 0** [Absent Msg]	**0**	□ **No-Off** [Absent Msg Off]	
		message no. (1-8)	□ Yes–Shows the selected message.	
		9	□ Yes–Shows your personal message.	
Where are your incoming calls forwarded or refused? (Call Forwarding [FWD]/Do Not Disturb [DND])	**5 0** OR FWD/DND (for both calls) [Fwd/DND Both] **5 1** (for outside calls) [Fwd/DND Extnl] **5 2** (for intercom calls) [Fwd/DND Intnl]	**0**	□ **Off** [Fwd/DND Off]	
		1	□ Do Not Disturb (DND) [Do Not Disturb]	
		2 + desired no. (max. 32 digits)	□ All–Forward all calls [Fwd All:]	
		3 + desired no. (max. 32 digits)	□ Busy–Forwarded when your extension is busy. [Fwd Busy:]	
		4 + desired no. (max. 32 digits)	□ No Answer–Forwarded when you do not answer. [Fwd N/A:]	
		5 + desired no. (max. 32 digits)	□ Busy/No Answer–Forwarded when you do not answer or when your extension is busy. [Fwd B/NA:]	
Do you use the headset? (Headset Operation)	**6 1** [Headset Mode]	**0**	□ **No–Headset off** [Headset Mode Off]	
		1	□ Yes–Headset on [Headset Mode On]	
Would you like to set your extension PIN or change a stored extension PIN to new one? (Extension PIN [Personal Identification Number])	**9 0** [Extension PIN]	extension PIN (max. 10 digits) + ENTER/STORE + same PIN	To set an extension PIN	**WARNING** When a third party discovers the password (extension PIN) of the Business Telephone System, there will be a risk that they will make fraudulent phone calls using the telephone line, and the cost will be charged to your own account. In order to avoid this problem, we strongly recommend the following points: a) Carefully maintain the secrecy of the PIN. b) Specify a complicated PIN as long and random as you can make it. c) Change the PIN frequently.
		stored extension PIN + new PIN (max. 10 digits) + ENTER/STORE + same PIN	To change a stored extension PIN to new one	
Would you like to prevent others from seeing your personal directory and call log? (Directory and Call Log Lock)	**9 2** [Display Lock]	extension PIN (max. 10 digits) + **0**	□ **To unlock** [Display Lock Off]	
		extension PIN (max. 10 digits) + **1**	□ To lock [Display Lock On]	

- If nothing is entered for one minute in the programming mode, the telephone returns to normal status.
- To exit the mode at any time, lift the handset.
- For further information on "Settings on the Programming Mode", refer to the Business Telephone System User Manual.

Location of Controls

<KX-DT346>
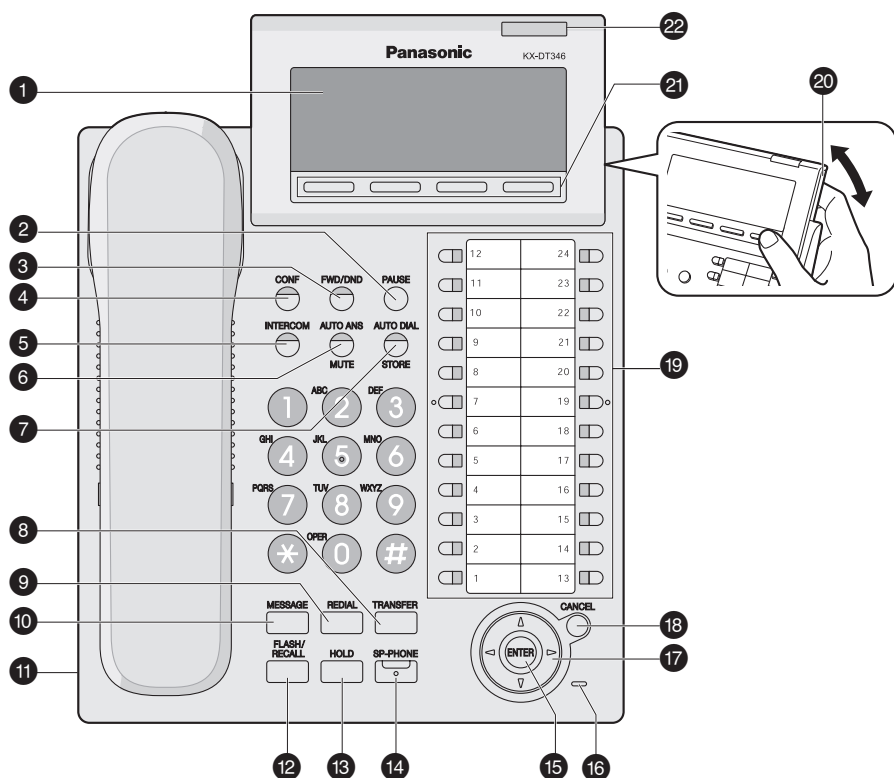
❶ LCD (Liquid Crystal Display)

❷ PAUSE: Used to insert a pause when storing a telephone number. This button is also used for programming this unit.

❸ FWD/DND (Call Forwarding/ Do Not Disturb): Used to set Call Forwarding or Do Not Disturb on your extension.

❹ CONF (Conference): Used to establish a multiple party conversation.

❺ INTERCOM: Used to make or receive intercom calls.

❻ AUTO ANS (Auto Answer)/ MUTE: Used to receive an incoming call in hands-free mode or mute the microphone/handset during a conversation.

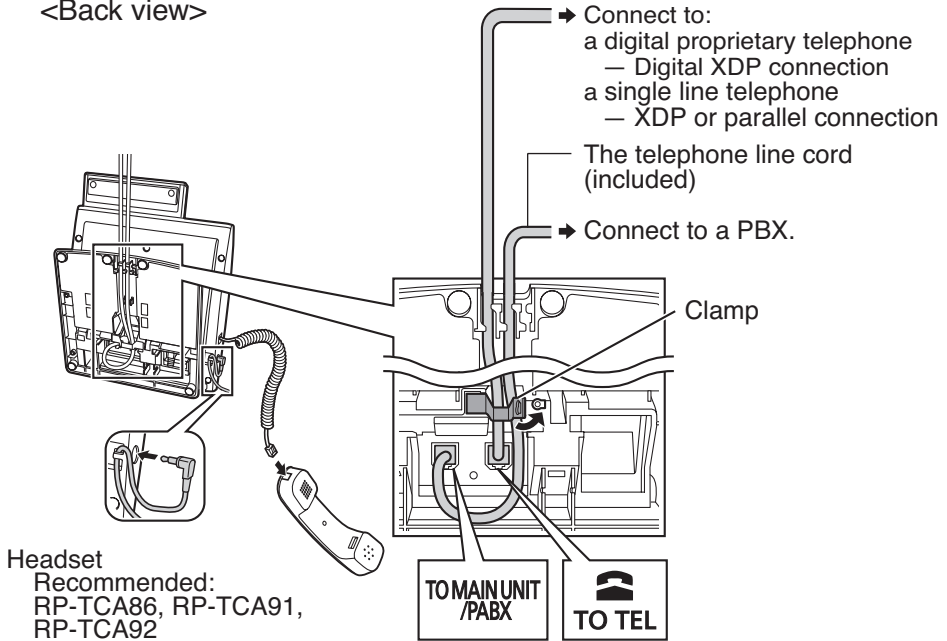**❼ AUTO DIAL/STORE:** Used for System/Personal Speed Dialing or storing programme changes.

⑧ **TRANSFER:** Used to transfer a call to another party.

⑨ **REDIAL:** Used to redial the last dialed number.

⑩ **MESSAGE:** Used to leave a message waiting indication or call back the party who left the message waiting indication.

⑪ **Headset Jack**

⑫ **FLASH/RECALL:** Used to disconnect the current call and make another call without hanging up.

⑬ **HOLD:** Used to place a call on hold.

⑭ **SP-PHONE (Speakerphone):** Used for performing hands-free operations.

⑮ **ENTER:** Used to assign the selected item.

⑯ **Microphone:** Used for hands-free conversations.

⑰ **Navigator Key:** Used to adjust the volume and the display contrast or select desired items.

⑱ **CANCEL:** Used to cancel the selected item.

⑲ **Flexible Buttons:** Used to seize an outside line or perform a feature that has been assigned to the key.

⑳ **LCD Panel:** Can be adjusted to the desired angle.

㉑ **Soft Buttons (S1-S4):** S1-S4 (located from left to right) are used to select the item displayed on the bottom line of the display.

㉒ **Message/Ringer Lamp:** When you receive an intercom call, the lamp flashes green, and for an outside call, the lamp flashes red. When someone has left you a message, the lamp stays red.

Settings

Speaker volume	*While in a hands-free conversation*	(Up/Down navigation button)
Handset/Headset volume[*1]	*While using the handset or headset*	
Ringer volume	*While on-hook or receiving a call*	Press **Up** to increase or **Down** to decrease the volume.

LCD Contrast	*While on-hook* PAUSE ▶ (0) (1) ▶ (navigator) ▶ (navigator) ▶ (navigator) ▶ PAUSE

Ring Tone	PAUSE ▶ (*(CO)* OR INTERCOM — Press **2 times**.) ▶ ((0)(1) I (3)(0)) ▶ (navigator OR AUTO DIAL / STORE) ▶ PAUSE

LCD Backlight	*While on-hook* PAUSE ▶ (0)(4) ▶ (navigator OR AUTO DIAL / STORE) ▶ ((0) Automatic / (1) Always ON / (2) Always OFF) ▶ (navigator OR AUTO DIAL / STORE) ▶ PAUSE

[*1] If you hear your own voice through the handset or headset, decrease the volume.

<Back view>

➜ Connect to:
a digital proprietary telephone
— Digital XDP connection
a single line telephone
— XDP or parallel connection

The telephone line cord (included)

➜ Connect to a PBX.

Clamp

Headset
Recommended:
RP-TCA86, RP-TCA91,
RP-TCA92

TO MAIN UNIT /PABX

☎ TO TEL

• Consult your dealer for more details about XDP and Digital XDP.

CAUTION:

When connecting a headset
• Ensure that the headset cord is wound around the hook to prevent damage to the connector.

When connecting cords
• Ensure the cords are inserted in the grooves, and are clamped to prevent damage to the connectors.
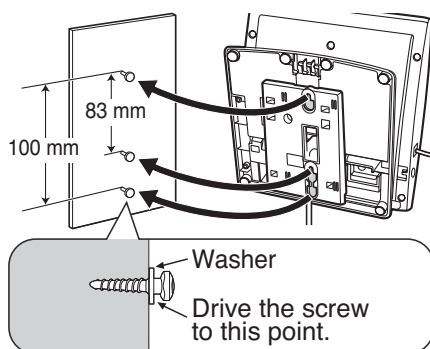
Wall Mounting

1. Remove the wall mounting adaptor from the unit as shown.

2. Set the operation board to level 1, then connect and secure the telephone line cords.
- The cords can also be run from the top of the unit.
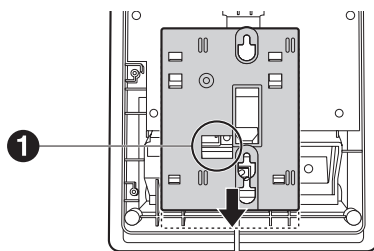
3. Attach the wall mounting adaptor as shown.
- Make sure the cords are not pinched by the wall mounting adaptor. When running the cords from the top of the unit, look through the opening in the wall mounting adaptor (❶) to confirm that the cords are not being pinched.

Slide the wall mounting adaptor up to this point.
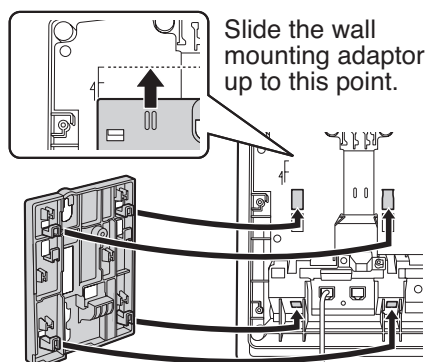
4. Drive the 2 screws (included) into the wall either 83 mm or 100 mm apart, and mount the unit on the wall.
- Make sure that the wall that the unit will be attached to is strong enough to support the unit (approx. 1.65 kg [3.64 lb]).
- Make sure the cords are securely fastened to the wall.
- When this unit is no longer in use, make sure to detach it from the wall.

83 mm
100 mm

Washer
Drive the screw to this point.

CAUTION:
- To prevent damage to the telephone, be sure to unplug the extension line before you set up or remove the KX-DT301 (USB Module) or the KX-NT303 (Add-on 12 Key Module).
- Connect the KX-NT303 first when installing both the KX-DT301 and the KX-NT303.
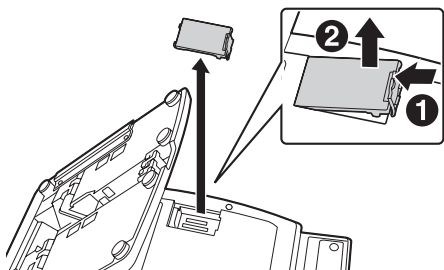
KX-NT303
The Add-on 12 Key Module allows 12 additional flexible buttons to be added to this unit. These buttons are used to seize an outside line, make a call using One-touch Dialling, or perform a feature that has been assigned to the key.
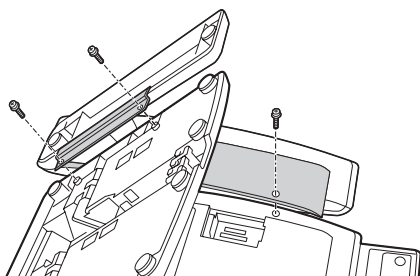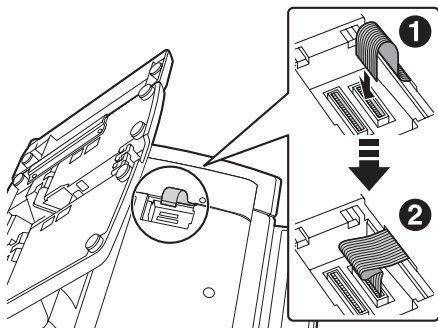
<with a KX-DT346>

1. Open the cover.

2. Attach the KX-NT303 to your unit with the screws (included with KX-NT303).

3. Plug the flat cable into the connector (**❶**), then bend the cable slightly as shown (**❷**).
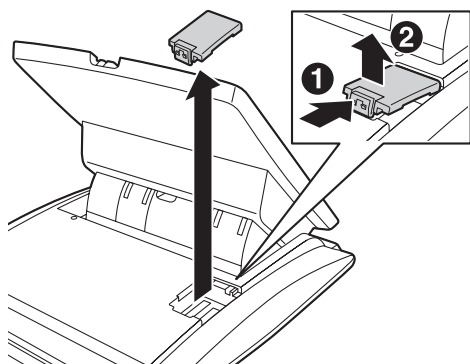
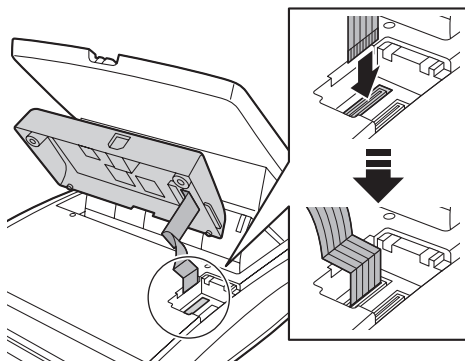**4.** Close the cover.
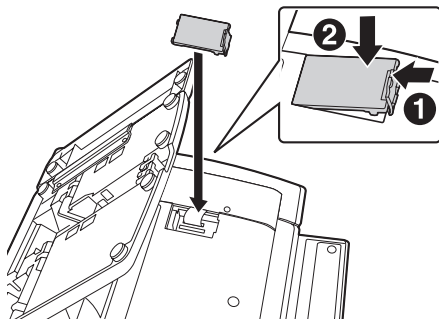
Installing KX-DT301/KX-NT303

KX-DT301

The USB Module can be connected between the DPT and the personal computer through USB interface to implement personal CTI (Computer Telephony Integration).
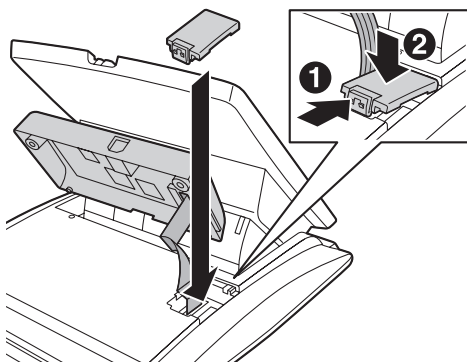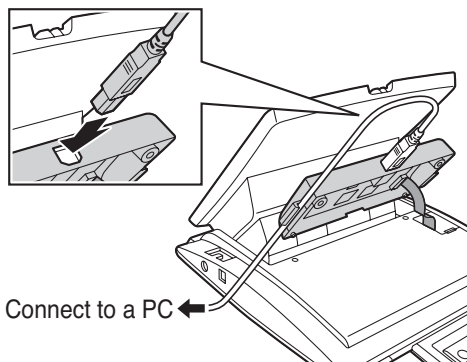
1. Open the cover.

2. Plug the flat cable into the connector as shown.
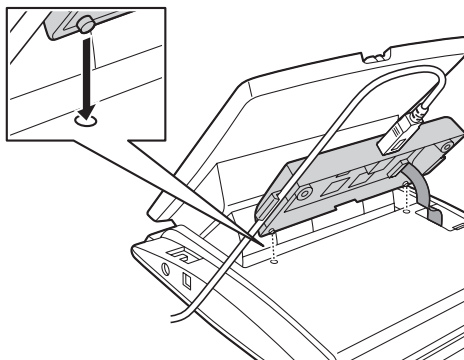

3. Close the cover.

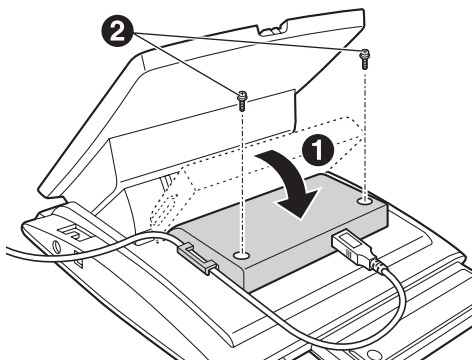**4.** Connect the USB cable to the USB port.

Connect to a PC ◄

- Ensure that the USB cable goes through the cable guide.
- Please use a USB cable shorter than 3 m.

5. Insert the protrusions on the KX-DT301 into the 2 holes in the unit.

6. Attach the KX-DT301 to your unit with the screws (included with KX-DT301).

7. Install the USB driver. Refer to Installation Manual on the CD-ROM included with KX-DT301.