

## Paging Other System Users

You can place page announcements through endpoint speakers or external speakers (if applicable). Your system may use page zones to prevent announcements from transmitting through every endpoint in the system. Each page zone contains a different combination of extensions and external paging equipment.

Contact your system administrator for page zone information. You can use the following table to save the page zone information for future reference.

Page Zone Name	Number	Description

## Placing a Page Announcement

**To place a page announcement:**

1. Press **7**.
2. Enter the page-zone number (**0** to **9**).
3. Wait for the tone, make your announcement, and then hang up.

## Enabling or Disabling the Paging Feature

You can enable or disable the Page feature for your extension. If your extension is assigned to more than one page zone, the Page on/off feature code enables or disables your extension for all pages zone (you cannot select individual zones).

**To enable or disable paging for your endpoint:**

Dial **325** to enable paging. PAGE RECEIVE ON appears. Dial **325** again to disable paging.