Post Office Telecommunications

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DLX 5

SITE OFFICE

Telephones for

small businesses

Good communication improves business efficiency.

This leaflet outlines a wide range of telephone apparatus to assist you in getting the best use from your telephone.

To order any item or to obtain further information, telephone your local Telephone Sales Office listed in the Preface of your Telephone Directory.

> Leaflets giving more details are available. Ask for those you would like to be sent when you phone, quoting the Descriptive Leaflet (DL) reference.

Telephone Extensions







Plans 1 and 1A These simple arrangements provide extra telephones on one line so that it can be shared by a group of people, or can be used by one person from several points. Intercommunication between the telephones is not possible, but a call can be transferred from the main telephone of the Plan 1 to any of its extensions. DLA 100

Plans 107 and 105 The Plan 107 allows two people to make and receive calls on one exchange line and to communicate with each other, and the Plan 105 does the same for three people. A switching unit is associated with the main telephone, and the instruments can be table or wallphones. This arrangement is useful to a small business that is conducted from more than one room. DLA 103 **Plan 2** If you are sharing an office, and your colleague also has an exchange line this arrangement enables each line to be connected to both telephones, and optionally to as many as four extension telephones. As there is no intercommunication or signalling between the telephones they should all be located in the same room. DLA 101

Plans 107A and 12A are suitable for those who have their calls filtered by a secretary, but who want secrecy on their own telephone. In both arrangements there are bells or buzzers for calling the other telephone user, and the Plan 107A also provides for intercommunication between the main and extension telephones. DLA 103 and DLA 105 **PLAN 4** consists of a plug-in telephone, main bell, and two sockets. It enables you to make and receive calls at different points without having a separate telephone instrument at each. The line is connected to the sockets, and the telephone can be plugged in where required. Additional sockets can be provided. DLA 102

Plan 108 enables calls to two main telephones to be transferred to a third telephone, which also has the facility to make outgoing calls over either exchange line. DLA 106



Plan 12A







Mannun Tape callmaker



Answering Sets answer the telephone giving callers a prerecorded message. DLE 520

Coinboxes offer a way of improving your service to staff and customers by providing them with telephone facilities. They are widely used in hotels, shops, garages, blocks of flats etc. Users insert money in the coinbox when making a call. The renter takes the money from the box and is charged for the calls on his telephone account, but a rebate is allowed on all calls except overseas calls connected by the operator. **DLE 530**





Callmakers do the dialling for you. There are three types :--Card Callmakers which use a punched card to do the dialling. A box of 50 cards with indexed dividers is provided with each Callmaker.

Additional boxes of cards can be provided. Anyone obtaining orders by telephone each day may find it useful to keep the punched cards with their order sheets. DLE 562

Tape Callmakers can store up to four hundred telephone numbers on magnetic tape. Any one of the recorded numbers can quickly be located to make a call automatically without dialling. Numbers can easily be added, altered or removed. **DLE 561**

Key Callmakers dial any one of 32 telephone numbers simply by pressing a selector button on a compact desk unit which stands by the telephone. Numbers can be added, altered or removed. DLE 563



Internal Telephone Systems are entirely separate from the public exchange system, and allow a group of people to contact one another quickly. They are available in three sizes of up to 6, 11, or 16 telephones. and are suitable for offices, factories, shops etc. DLF 650

Loud Speaking Telephones are useful for anyone who wants both hands free during a call, or where several people wish to join in the conversation. To avoid a call being overheard it can be switched from the loudspeaker to the handset, and back again, whenever required. DLE 512

LST4



Keymasters 1+5, and 2+10. The Keymaster 1+5 provides pressbutton intercommunication for up to five telephones, and the telephones can also be used to make or receive calls over one exchange line.



Speakersets are small loudspeaker units which amplify incoming speech sufficiently for it to be heard by a group of people. They are also useful for anyone wanting both hands free while waiting for a call to be answered, or when listening to a call. DLE 590 and DLE 591

Switchboard 2+6 is the smallest of the table top switchboards with a capacity of two exchange lines and six extensions. For a growing business wishing to avoid an early change, a switchboard with a slightly larger capacity is available. DLC 300

The Keymaster 2+10 provides the same facilities for up to ten telephones and two exchange lines. Keymasters also have a conference facility, which enables some or all of the telephone users to hold a joint conversation. DLA 120 and DLA 122



Telephone-call Signalling Devices. If you need a louder bell, an extra bell, or an extension lamp, a range of bells and lamps are available to supplement the normal telephone bell. DLE 570

Speakerset 2



Telex Service enables its customers to dial calls and then communicate in print. Within the United Kingdom calls can be made between telex installations at any time of the day or night. Calls can be made to telex customers all over the world. DLG 7

Switchboard 2+6



Subscriber Controlled Transfer

of Telephone Calls is for the customer who when out or when not wishing to be disturbed by calls, require incoming calls to be transferred to another person on a different telephone number. The transfer equipment can be brought into operation from the customer's own telephone without the assistance of the operator. The facility is available on most automatic exchanges, but for technical reasons it is not possible for some customers to be given the facility. DLB 200

Indoor or outdoor 21 gongs



Telex



Please Note.

We do our best to supply our customers with the apparatus they ask for but we may have to provide apparatus which does not accord exactly with the descriptions and illustrations in this leaflet.

Your Telephone Sales Office will gladly supply any further information. The address and telephone number are shown in the preface of your telephone directory.