

## Entertainment Television System Audits

Michigan State University Telecommunication Systems is continually upgrading and enhancing our cable television system on campus. In the last year we added features such as high-definition programming while we enhanced the picture quality for all of our analog channels.

In our efforts to maintain and upgrade our cable network, we are targeting certain buildings for wiring and equipment upgrades. These upgrades are being done to provide better signal and picture quality to our end users. As these upgrades occur we are auditing all of the connections to our cable network. **Customers that are not currently being charged for ETV (Entertainment Television) Service are being switched to the free ITV (Instructional Television) service.** You can see the different cable service packages available on campus on our website at <http://www.cabletv.msu.edu>. Our ETV content partners require us to do periodic audits of our service, and we must pay them for each (ETV) outlet on campus.

If you have ETV service that you do not want to have switched to ITV service, your department needs to check their billing statement at <http://telecom.msu.edu> to see if the outlet(s) are currently being charged as an ETV service. If you are not being charged for an ETV outlet, you can submit a service request at <http://telecom.msu.edu> to be properly connected.

## Campus PBX (Avaya) Telephone Button Labels - Did you know you can change the labels on your telephone buttons?

1. For 2400 or 4600 series phones (identified by a 24xx or 46xx number under the handset):

- Press a MENU button under your display screen (only on Avaya 2410)
- Press OPTIONS
- Press EDIT
- Select the button you want to relabel\*
- Using the alpha-numeric keypad, spell out your new label
- When you're finished with that label, press SAVE

*To label more buttons--While still in the labeling mode, just press the next button you want to change and follow the same procedure.*

- To return to your main screen, press the EXIT button

2. For 9600 series phones (identified by the round OK / NAVIGATION ARROWS buttons in the center of the keypad):

- Press the MENU button
- Press the OPTIONS & SETTINGS button next to the display screen
- Press the APPLICATION SETTINGS button
- Press PERSONALIZE LABELS button
- Select the button you want to relabel\*
- Using the alpha-numeric keypad, spell out your new label
- When you're finished with that label, press SAVE

*To label more buttons--While still in the labeling mode, just press the next button you want to change and follow the same procedure.*

- To return to your main screen, press the PHONE button

**\*We do ask that you not relabel buttons that contain your phone number.**