

Input names and text



Input



Office 5370 / 5380 (multi line display) see page 4 for 5360/5361

Digit keys

The characters are assigned to the digit keys as follows. Press the relevant digit key repeatedly until the character you want is displayed.

1 ABC	-.?!!,,:;"'zi	2 ABC	ABC 2 Ä Å Ç abc 2 ä å ç
3 DEF	DEF3 É def3 é è ê	4 GHI	GHI4 ghi 4i
5 JKL	JKL5 jkl5	6 MNO	MNO6 Ñ Ö Ø mno6 ñ ö ø
7 PQRS	PQRS7 pqrs7ß	8 TUV	TUV8 Û tuv8 ü ù
9 WXYZ	WXYZ9 wxyz9	0 +	+0
* @	@*/()<=>%£\$€¥ª&§	# _	<Space> #

Enters digits

The digit keys are used to enter the digits 0 to 9.

Enter the letters

You can also use the digit keys to enter letters and special characters. A number of letters and special characters are assigned to each key.

To enter letters using the digit keys, you need to be in text mode. The text mode is activated automatically if the phone is expecting a text input. You can switch back and forth between number mode and letter mode during your input.

abc-->123



Switching between number mode and letter mode during your input:
Press the *abc-->123* or *123-->abc* Foxkey.

Input names and text



Switching between upper and lower case

You want to switch between upper and lower case while making an input in text mode.

Upper-case input is automatically activated when the first letter is entered. The text mode then automatically switches to lower-case input. You can use the Foxkey to switch manually between upper-case and lower-case input.



Switching between upper case and lower case in text mode:
Press the **a>A** or **A>a** Foxkey.

Correcting your input

You notice you have entered a wrong digit or character. You can either delete the input one character at a time or cancel the entire input.



To delete the last character:
Press the Correction key.

Note:
With the navigation key you can go straight to the character you want to delete.



End input without saving:
Press the End key.

Moving the Cursor

You want to go to a certain character for an input or correction.

With the navigation key you can move the cursor to the left or right.



Move the cursor with the horizontal navigation key.

Input names and text



Menu-guided navigation

Office 5370 / 5380 (multi line display)

Accessing the menu

The phone is in standby mode:

Menu



Press the *Menu* Foxkey.
→The first menu entry is displayed.



Use the vertical navigation key to scroll through the menu entries.

Select



Press the *Select* Foxkey.
→Accessing the displayed menu.

Using the Navigation key

You can retrieve a particular menu entry even more simply and efficiently using the navigation key. You can scroll vertically and horizontally through the different menu entries.



Horizontal navigation key:
Left: scrolls back through the menu.
Right: opens displayed menu, scrolls forward through the menu, retrieves detailed information.



Vertical navigation key:
Bottom: opens *Settings*, scrolls downwards in the list.
Top: opens *Activated features*, scrolls upwards in the list.

Undoing actions

To cancel operating steps, proceed as follows:



End input without saving:
Press the End key.



Back to the idle state in the menu:
Press the End key.

Input names and text



Input













Office 5360 / 5361 (single line display)

Digit keys

You can use the digit keys for entering digits and passwords and for Quickdial. The characters are assigned to the digit keys as follows. Press the relevant digit key repeatedly until the character you want is displayed.

Note:

Only capital letters for Aastra 5361.

	-.?1!,,:;"'zi		ABC2ÄÆÅÇ a b c 2 ä æ å à ç
	DEF3É d e f 3 é è è		GHI4 g h i 4 i
	JKL5 j k l 5		MNO6ÑÖØ m n o 6 ñ ö ø ò
	PQRS7 p q r s 7 ß		TUV8Ü t u v 8 ü ü
	WXYZ9 w x y z 9		+0 +
	@*/(<=>%£\$€¥ª&§		<Space> # #

Enters digits

The digit keys are used to enter the digits 0 to 9.

Enter the letters

You can also use the digit keys to enter letters and special characters. A number of letters and special characters are assigned to each key.

To enter letters using the digit keys, you need to be in text mode. The text mode is activated automatically if the phone is expecting a text input. You can switch back and forth between number mode and letter mode during your input.

Input names and text



abc-->123



Switching between number mode and letter mode during your input:

Press Foxmenu > Foxkey abc-->123 or 123-->abc.

→ **Abc** is displayed.

Switching between upper and lower case

You want to switch between upper and lower case while making an input in text mode.

Upper-case input is automatically activated when the first letter is entered. The text mode then automatically switches to lower-case input. You can use the Foxkey to switch manually between upper-case and lower-case input.



Switching between upper case and lower case in text mode:

Press Foxmenu > Foxkey a>A or A>a.

Note:

Only capital letters for Aastra 5361.

Correcting your input

You notice you have entered a wrong digit or character. You can either delete the input one character at a time or cancel the entire input.



To delete the last character:

Press the Correction key.

Note:

With the navigation key you can go straight to the character you want to delete.



End input without saving:

Press the End key.

Moving the Cursor

You want to go to a certain character for an input or correction.

With the navigation key you can move the cursor to the left or right.



Move the cursor with the horizontal navigation key.

Input names and text



Menu-guided navigation

Office 5360 / 5361 (single line display)

Accessing the menu

The phone is in standby mode:



Press the Foxmenu.
→The menu is displayed.

Menu



Press the *Menu* Foxkey.
→The first menu entry is displayed.



Use the vertical navigation key to scroll through the menu entries.

Select



Press the *Select* Foxkey.
→Accessing the displayed menu.

Using the navigation key

You can retrieve a particular menu entry even more simply and efficiently using the navigation key. You can scroll vertically and horizontally through the different menu entries.



Horizontal navigation key:

Left: Scrolling back through the menu

Right: opens displayed menu, scrolls forward through the menu, retrieves detailed information.



Vertical navigation key:

Bottom: Open *Settings*, scroll downwards in the list.

Top: Open *Activated features*, scroll upwards in the list.