



# PARTNER PC CARD

## Installation Instructions

This PC Card is used with a PARTNER® Advanced Communications System (ACS). These instructions are designed for any one of the following types of PC Cards:

- Backup/Restore Card
- Software Upgrade Card (**for one-time upgrade only**)
- Automatic System Answer/Direct Extension Dialing (ASA/DXD) Card
- PARTNER® Remote Access PC Card

**NOTE** ► The PARTNER Remote Access PC Card is a multi-purpose card that can be used to perform backup and restore functions. With additional software (for the PC, not the PARTNER system), the PARTNER Remote Access PC Card can also be used to administer the PARTNER system from local and remote locations using a PC.

 **WARNING:**

*Remove all other PC Cards from the processor before initiating an upgrade.*

### Important Safety Instructions

 **WARNING:**

*The following list provides basic safety precautions that should always be followed when using this product:*

1. Read and understand all instructions.
2. Follow all warnings and instructions marked on the product.
3. Do not drop, bend, or crush the card.
4. Keep the card away from moisture, high temperatures, and direct sunlight.
5. Keep the connector on the card clean.

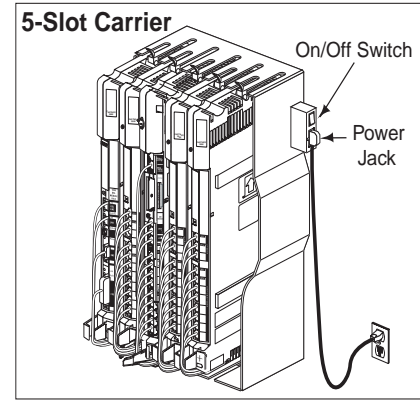
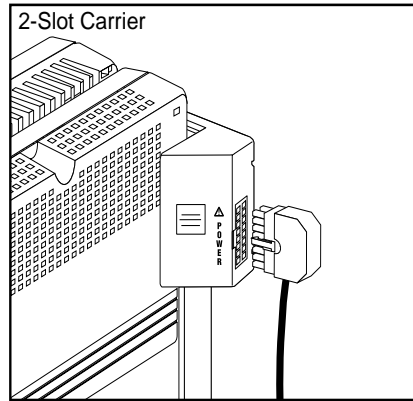
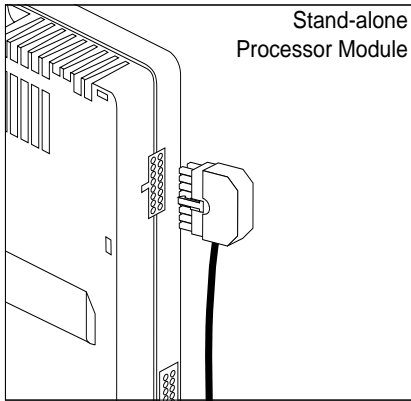
 **CAUTION:**

*Before starting, back up your translations and save them to removable media (such as a Backup/Restore Card). Also, verify that you have batteries properly installed in the processor module. Extension 10 will show ChgBat W/PowerOn or ReplaceSysBat W/Power On on the display if the batteries need to be replaced, or if they are not installed properly.*

*To avoid damage to the processor module or to the card, do not install or remove the card when power is on.*

### SAVE THESE INSTRUCTIONS

- 1** Power down the system before inserting or removing a PC Card.
  - A) If you have a Stand-alone or 2-Slot Carrier, unplug the power cord from the wall outlet and disconnect the power cord from the power jack on the carrier.
  - B) If you have a 5-Slot Carrier, move the carrier's On/Off switch to Off ("O") and unplug the power cord from the wall outlet.



- 2** If you do not have a 5-slot carrier, go to Step 3.

If you have a 5-slot carrier and a system of Release 4.0 or later, perform the following steps to remove the carrier's cover:

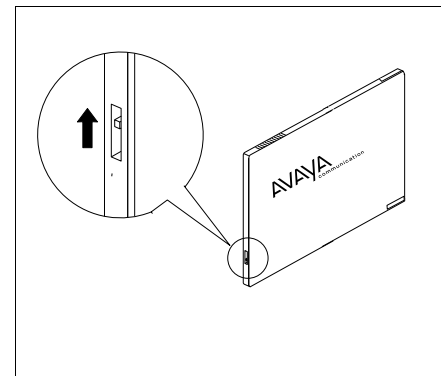
- A) Loosen the thumb screw at the bottom of the carrier cover.
- B) Rotate the carrier cover to disengage the tabs at the top of the modules from the openings on the top of the carrier cover.

If you have a 5-slot carrier and a system of Release 3.0 or earlier, perform the following steps to remove the carrier's cover:

- A) Loosen the screw on the lower front of the cover.
- B) Place one hand on the handle on the bottom front of the cover, and place your other hand on the top of the cover. Gently pull the cover up and away from the carrier—be careful not to break the tabs that attach the cover to the carrier.

- 3** If your card comes with a write-protect tab, verify that the write-protect tab on the PC Card is not in the write-protected position. If it is, use a paperclip or another pointed object to push the write-protect tab on the end of the PC Card upward to the nonprotected position.

**If your new PC Card is a Software Upgrade Card, or if you are using your PARTNER Remote Access PC Card to upgrade your processor, remove all other PC Card(s) from the PC Card slot(s) on the processor module by gently pulling each card straight out (with the power off).**



- 4** To insert the PC Card, hold it with the label facing to the right, and slide it gently into one of the PC Card slots on the processor module. When inserted properly, the PC Card projects about 1-5/8" (4 cm) from the module.



- 5** Power up the system:  
A) Reconnect the power cord.

**CAUTION:**

*The power cord should hang straight down from the connector, flush against the plastic case for the entire length of the board. Do not install the power cord at an angle to the case or with a loop in it.*

- B) If you have a 5-Slot Carrier, move the carrier's On/Off switch to the "On" position "(—)".

- NOTES** ▶
- If you are upgrading your system, **DO NOT REMOVE THE CARD** until you have verified that the upgrade was successful (approximately 20–40 seconds). While the system upgrades, the bicolor (red/green) power LED on the processor flashes green and red alternately. When the upgrade has finished, the power LED becomes steady green. Dial Feature 59 at a display telephone to verify a successful upgrade. (If no display telephone is available, wait 30 seconds after the LED becomes steady green.) Then proceed to Step 6.
  - If a 1600 DSL module resides in the carrier, the module itself may take from 2 to 7 minutes to initialize. However, the module should have a steady green LED in the same horizontal plane as the other modules during initialization.
  - If a T1 module resides in the carrier, the module itself may take up to a minute to initialize.

- 6** Check all green lights on the front of the modules. If any lights are out, do the following:
- A) *If a single light is out*, power down the control unit, reseal the module, then power up the control unit.
  - B) *If multiple lights are out*, power down the control unit, reseal the leftmost module that has a light out, then power up the control unit.
  - C) *If the lights are still out*, contact your local Authorized Dealer or, in the continental U.S. only, call the Avaya Customer Care Center at 1 800 628-2888 (for PARTNER ACS).

**7** If you are upgrading your system and you have verified that the upgrade was successful by using Feature 59, do the following:

- A) If you are using a **one time use upgrade card**, leave the card in the slot for future use in performing backup/restore functions.
- B) If you are using the **PARTNER Remote Access PC Card**, leave the card in the slot for future use in performing backup/restore functions or remote administration functions.
- C) If you need to reinstall other cards, power down the system by following the instructions in Step 1 and replace any PC Cards you removed in Step 3.
- D) If you powered down the system, repeat Steps 5 and 6 then proceed to Step 8.

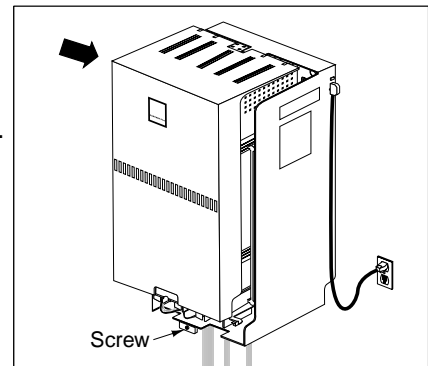
**8** If you have a 2-Slot Carrier or a stand-alone configuration, you are finished with this procedure.

If you have a 5-Slot Carrier and a system of Release 4.0 or later, perform the following steps to replace the carrier's cover:

- A) Make sure all modules are seated properly.
- B) Position the carrier cover over the modules so that the openings on the top of the carrier cover align correctly with the tabs at the top of the installed 5-slot carrier and modules.
- C) Rotate the carrier cover into position so that it aligns correctly with the thumb screw opening on the bottom of the carrier.
- D) Tighten the thumb screw. *To ensure proper alignment and safe operation, tighten the thumb screw securely.*

If you have a 5-Slot Carrier and a system of Release 3.0 or earlier, perform the following steps to replace the carrier's cover:

- A) Make sure all modules are seated properly.
- B) Grasp it by its upper edges and hold it squarely over the control unit.
- C) Place the cover over the modules and make sure it fits firmly in place.
- D) Tighten the screw on the lower front of the cover.



**9** If the PC Card you installed is:

- A) A PARTNER Backup/Restore Card, a one time user upgrade card, or a PARTNER Remote Access PC Card, see the documentation that came with your system to do a test Backup, a test Restore, and to set up programming for Automatic Backups.
- B) An ASA/DXD PC Card, see the documentation that came with your system.