

Adds & Deletes

(Please Include 1A Cover Sheet)

Order Form

Form 2A

Network and Telecommunications Services
<https://service.uoregon.edu> ("Request Help...", then "Telephones...")
541-346-6387 (x6-NETS)

Coordinator: _____

Extension: _____ Date: _____

Department: _____

Index: _____

Action Code	Extension #	Set Type	User Name	Building (where work is to be completed)	Room #	Phone Jack #	Data Jack #	Port# (TelecomUse Only)	Vm y/n	Voicemail Zero-out Extension

Check here if this order assists in making NTS services accessible to individuals with disabilities.

Special Instructions: _____

Action Code:

- A=Add
- D=Delete
- DS=Delete & Save #

Common Set Types:

- D2500 - Desk Analog Single Line
- W2500 - Wallmount Analog Single Line
- 2420 - Digital Phone with Display
- 9608 - IP Digital Phone (8 button)
- 9630 - IP Digital Phone (6 button)
- (other types available, as well)

Common Accessories:

- Side-car/Button Module (digital)
- Headset (wired or wireless)
- Long handset phone cord 25'

(Attach form 8 to order)

Phone Service Type: (choose one)

- 11/11 - Standard Local and Long Distance with Authorization Code (default)

Other Options:

- 8/8 - UO Campus Only
- 9/9 - UO Campus & Local Only
- 13/11 - Modem, Fax, Data, with Authorization Code
- 14/11 - Modem, Fax, Data, No Authorization Code