



KOLLEGIEKONTORET I AARHUS


HOW TO USE THE ENTRY PHONES

The entry phones are GSM based. This means that when somebody calls you from the entry telephone, your telephone rings. You open the door to your guests via your mobile telephone wherever you are.

The entry telephone on the front gate



1. The guest searches for your accommodation number by using the arrow keys ← or →

When the number is shown in the display, he/she dials the bell symbol. 

The display and a voice say: "Ringer op" (*Calling*)

2. Your telephone rings, and you can answer and speak with the guest.
3. If you want the guest to enter, type * (star symbol) on your telephone, and the door opens for 5 seconds.


The display and a voice say: "Døren er åben" (*The door is open*)

At any time your guest can type * in order to be returned to the main menu.



The entry telephone on the other doors

1. The guest searches for your accommodation number by using the arrow keys ← or →

When the number is shown in the display, he/she dials the bell symbol. 

The display say: "Ringer op" (*Calling*)

2. Your telephone rings, and you can answer and speak with the guest.
3. If you want the guest to enter, type * (star symbol) on your telephone, and the door opens for 5 seconds.
4. The display say: "Døren er åben" (*The door is open*)

At any time your guest can type * in order to be returned to the main menu.

Friends and family members

If the guest is a family member, friend or another person who visits you regularly, you can give him your **4-diget code** so he can open the door without the use of your telephone.

More tips and information on the next page →



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GOOD TO KNOW...

- A guest can leave messages on your answer phone from the entry telephone – just like normal calls.
- If you have informed us of a secondary telephone number, the call will automatically be diverted to that number, if there is no answer at the primary number.
- It is your accommodation number - not your telephone number, which is shown in the display of the entry telephone.
- It is the number of the entry telephone which is shown in the display of your telephone, when a guest calls you.
- It is free of charge to receive calls from the entry telephone, when you are in Denmark, but please observe that when you are abroad you pay for the mobile rates across the national borders (just like normal telephone calls)

With kind regards

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