

## TRANSMISSION TEST LINE DIRECTORIES CONTENT AND FORMAT

### 1. GENERAL

**1.01** This section provides standards for the content and format of pages of the Transmission Test Line Directories. These instructions also guide the coordinator responsible for maintenance of the directory for each Numbering Plan Area. This issue revises reports procedures and eliminates the need to retype all pages at each reissue.

**1.02** The sections furnished by the coordinators are printed and distributed throughout the System. Every effort should be made to make them accurate. Changes and additions should be submitted promptly and as specified in Part 4.

**1.03** The work of gathering and transmitting page corrections for printing should be scheduled in accordance with Section 302-100-101.

### 2. COVER PAGE

**2.01** The cover page is a standard form issued every six months, with a new issue number, if any changes in the directory are necessary. The cover page is unnumbered. Its format is shown in Fig. 1.

**2.02** The cutoff date is entered in 1.01 of the form. The coordinator's address and telephone number are listed in 1.02 of the form. Titles are used, and personal names are not entered.

### 3. DIRECTORY PAGES

**3.01** All directory pages are in the format shown in Fig. 2. Page headings are on the right for right-hand pages and on the left for left-hand pages. Odd numbered pages are left-hand, and even numbered pages are right-hand.

**3.02** Entries are organized by toll centers. The toll centers are listed alphabetically, using the common language identification codes shown in the 005 Division of the Plant Series Practices.

**3.03** Towns are listed alphabetically under each toll center. The town names are spelled out. Town names for Independent Company areas are identified with a footnote following the name as provided on the form. When there are two or more building locations in a town, they are listed alphabetically under the town name. Common language identification codes are preferred. Margins are provided on the form to prevent confusion between names of toll centers, towns, and buildings.

**3.04** The following rules are observed for use of lines:

(a) Make all entries for a building in consecutive order by ANC prefix. Include CENTREX numbers if they are in the central office building.

(b) Skip one line between the entries for each building or town.

(c) Provide at least one space for each building, even though no data is currently available.

**3.05** The following rules are observed for entries of telephone numbers of milliwatt and balance test lines:

(a) When two or more prefixes are equipped within a building, put the prefix listings in numerical order (ANC).

(b) When two or more identical test lines are provided in the same prefix, list them in numerical order.

(c) List only the *off-hook* lines.

(d) If standard test lines are provided, loop-around test lines are not listed. If loop-around test lines only are provided, they shall be modified to suppress voice transmission and shall be listed only as milliwatt and balance test lines without further identification.

(e) If a variable frequency milliwatt supply is provided, it is listed after any other milliwatt test lines and identified with a numerical footnote showing order of appearance of tones and seconds of time interval. For example:

(1) 1000, 300, 2300, 3000 (10)

**3.06** Manual test line and switchroom telephone numbers are entered on the first line for each building. If more than one of a type is provided in a large building, the appropriate ones are listed with each prefix.

**3.07** When balance test lines are equipped with identification tone, they are entered as combined test lines.

**3.08** Milliwatt and balance test line entries may have different ANC prefixes but they must be reached on the same incoming trunks. The line for manual tests must also be in the same building but switchroom telephone numbers may be at another location.

**3.09** When a town exists within the boundaries of one NPA but is actually served from another NPA, the town should be listed only once, in the directory for the NPA which includes the serving toll center. The NPA number that

must be dialed to reach the town should be shown after the town name, as:

Town (X0X NPA)

#### **4. CHANGES AND ADDITIONS**

**4.01** Changes and additions are submitted on a marked copy of the last directory issue. When a change is to be made, the old information is circled with red ink. The new information is then written nearby in red ink and the two items are connected.

**4.02** When any changes are to be made, a copy of the cover page is submitted. The issue, issue date and cutoff date are corrected as illustrated in Fig. 1, and any other additional changes are also indicated in red ink.

**4.03** When any changes are made, a complete copy of the latest printing of the directory is to be submitted. Changes or additions on any page should be noted with red ink as shown in Fig. 2. Changes should be noted by circling the number as indicated in 4.01. Additions are indicated by filling in the appropriate vacant spaces using red ink. If a vacant space is not provided, the new information may be written on another line, and an arrow should be used to indicate where the data is to be printed.

**4.04** The coordinator should keep a copy of all changes and additions and verify that each new issue has been properly corrected and printed.

**TRANSMISSION TEST LINE  
DIRECTORY  
NPA 409**

**1.01** This section provides transmission test line information for the Numbering Plan Area. The information represents the status of test lines as of *Sept. 31, 1966*.

**1.02** The data in this section are assembled and coordinated by:

Plant Staff Supervisor  
Any Telephone Company  
1234 Main Street  
Anytown, U.S.A.

For information call:

409-345-2368

(SAMPLE FORMAT)

## SECTION 302-100-102

<b>SECTION 302-409-100</b>					
<b>TOLL CENTER TOWN OR ZONE BUILDING</b>	<b>MILLIWATT TEST LINE</b>	<b>BALANCE TEST LINE</b>	<b>COMBINED TEST LINE</b>	<b>LINE FOR MANUAL TEST</b>	<b>SWITCH ROOM TELEPHONE NUMBER</b>
<b>Crey (Cont'd)</b>					
Alberta	276-3960	276-3970			276-3930
Bassville	384-9960	384-9970			384-9930
Cashton*	232-0020	232-0021			234-0030
<b>Crown City</b>					
Main	893-9960	893-9970		893-9980	896-9930
	896-9960	896-9960			
West	457-9960	457-9970		457-9975	896-9930
<b>Demopolis</b>					
Marston	921-4120	921-4121		921-4141	922-3130
Trenton	536-9960	536-9970			536-9930
<b>Dyvl</b>					
<b>Dayville</b>					
Central	423-7960 <sup>(1)</sup>	423-7970		423-9980	423-9930
	425-7960	425-7970			
	427-7960	427-7970			
East	271-9986	271-9982			271-9930
Suburban	448-3986	448-3987			423-9930
West	943-9960	943-9970		943-9980	943-9932
<b>Dntn</b>					
<b>Alpha</b>					
Baines*	241-2966	241-2997			241-2998
Denton	321-0010	321-0012			321-0014
	324-0010	324-0012			
<b>Georgetown</b>					
<b>Madison</b>					
Murray Hill	776-5860	776-5870			776-5830
Paris	749-2960	749-2970			749-2930
Wellston	835-9986	835-9987		835-9988	835-9990
Union	654-9986	654-9987		654-9988	654-9990

\* IND. CO.

<sup>(1)</sup> 1000, 300, 2300, 3000 (10)SECTION 302-100-102  
Fig. 2