Round Push-Button Assembly Replacement Kit

Models 12520-006 and 12520-007

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General Information

The Model 12520-006 is a 1.5-inch red push-button assembly kit used on the Model 293, 293AL, 294AL, 297, and 298 Telephones. The Model 12520-007 is a 1-inch black push-button assembly kit used on the Model 294AL and 298 Telephones. The installation procedures are the same for both kits.

Kit Components

<table>
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<th>Qty.</th>
<th>Description</th>
<th>Required Tools</th>
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<tr>
<td>1</td>
<td>Push-button Switch Assembly</td>
<td>• #2 Phillips Screwdriver</td>
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<tr>
<td>1</td>
<td>Mounting Nut</td>
<td>• 1/8-inch Straight Slot Screwdriver</td>
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<td>1</td>
<td>Mounting Ring</td>
<td>• Model 233 Tamper-Resistant Screwdriver</td>
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<td>1</td>
<td>Tie Wrap</td>
<td>• Wire Cutters</td>
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Model 293, 293AL, and 294AL Telephones

Removing the Old Push-Button Assembly

1. Use a Model 233 Tamper-Resistant Screwdriver to loosen the four front cover screws. Save the screws for re-assembly.

2. For Model 293AL and 294AL: Lift the front cover assembly away from the back box.
   For Model 293: Open the front cover assembly of the unit by swinging the cover to the left.

3. Disconnect the telephone line cord.
4. Use the wire cutters to snip the tie wrap that is securing the push-button assembly cable to the other wires.

5. Unplug the push-button assembly cable connector from the PCBA. Be sure to note the location of the connection for re-assembly.

6. For Model 293AL and 294AL: Place the front cover assembly face down on a flat surface.

   For Model 293: Pull the front cover assembly straight out and away from the back box. Place the front cover assembly face down on a flat surface.

7. Using the 1/8-inch straight slot screwdriver, loosen the anti-rotation screws on the mounting nut. See Figure 1.

8. Remove and discard the push-button assembly, the mounting nut, and the mounting ring.

**Installing the New Push-Button Assembly**

1. From the front side of the panel, push the new push-button assembly through the hole. See Figure 1.

2. Secure the push-button assembly to the front cover using the mounting ring and the mounting nut. See Figure 1.

   **NOTE:** Ensure that the o-ring seal is in its proper location, as shown in Figure 1.

3. Tighten the anti-rotation screws on the mounting nut.

4. **Model 293 only:** Align the hinge plugs with the rear enclosure and push firmly into place.

5. Plug the push-button assembly cable into the PCBA at the proper location noted earlier.

6. Use the enclosed tie wrap to secure the push-button assembly cable to the other wires.

7. Reconnect the telephone line cord.

8. **Model 293 only:** Swing the front cover closed.

9. Align the front cover with the rear enclosure, and use the Model 233 Tamper-Resistant Screwdriver to secure four front cover screws (previously saved).
Models 297 and 298

Removing the Old Push-Button Assembly

1. Use a Model 233 Tamper-Resistant Screwdriver to remove the six front panel screws. Save the screws for re-assembly.

2. Lift the front panel assembly away from the back box approximately 6 to 8 inches.

3. Unplug the telephone line cord from the modular block in the back box.

4. Remove the front panel assembly, and place it face down on a flat surface.

5. Use the #2 Phillips screwdriver to remove the four screws securing the shield over the PCBA. Save the screws for re-assembly.

6. Use the wire cutters to snip the tie wrap that is securing the push-button assembly cables to the other wires.

7. Unplug the push-button assembly cable from the PCBA. Be sure to note the location of the connection for re-assembly.

8. Using the 1/8-inch straight slot screwdriver, loosen the anti-rotation screws on the mounting nut.

9. Remove and discard the push-button assembly, the mounting nut and the mounting ring.

Installing the New Push-Button Assembly

1. From the front side of the panel, push the new push-button assembly through the hole. See Figure 1.

2. Secure the push-button assembly to the panel using the mounting ring, and the mounting nut. See Figure 1.

   **NOTE:** Ensure that the O-ring seal is in its proper location, as shown in Figure 1.

3. Tighten the anti-rotation screws on the mounting nut.

4. Plug the push-button assembly cable into the PCBA at the proper location noted earlier.

5. Use the enclosed tie wrap to secure the push-button assembly cable to the other wires.

6. Place the shield over the PCBA and use the #2 Phillips screwdriver to secure the four screws (previously saved).

7. Plug the telephone line cord into the modular block in the back box.

8. Align the front cover with the rear enclosure, and use the Model 233 Tamper-Resistant Screwdriver to secure six front panel screws (previously saved).
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Call 800-492-1212 (inside the USA) or 610-777-1374 (outside the USA) for help identifying the Regional Service Center closest to you.