## $(4)$ motrola

Digital Cordless Telephone

## IDEAL FOR OUTSIDE USE



## Motorola O2

Models: O201, O202, O203 and O204

## ${ }^{4}$ ecomoto"

Warning: Charge the handset for 24 hours before use.

## Welcome...

## to your new Motorola O2 Digital Cordless Telephone!

- Ultra long cordless $360^{\circ}$ range, up to $1 \mathrm{~km} .^{1}$
- Rugged design and sturdy composition makes your Motorola O2 phone ideal for outdoor use.
- Dust and water resistant. Submersible in up to 1 meter of water for up to 30 minutes. Perfect for very wet environments (IP67 rated).
- Belt clip or lanyard options for flexibility when carrying around.
- Wall mountable location free base and handset charger.
- Zoom font when dialling for improved legibility.
- Inductive charging.
- Register up to 11 handsets to a single base and register each handset with up to 4 different bases.
- All handsets are fully cordless for locating anywhere within range of.
- 200 Name and number phonebook.
- Copy phonebook entries between handsets.
- Caller ID shows you who's calling and see details of the last 50 callers in a Calls Lists. ${ }^{2}$
- Make internal calls, transfer external calls, hold a 3-way conversation between two internal callers and an external caller.


## Need help?

If you have any problems setting up or using your O 2 , please contact Customer Services on Services on (65) 68412668.
Email: support@alcom.com.sg
Alternatively, you may find the answer in the 'Help' section at the back of this guide.
${ }^{l}$ When using the long antenna and when there is a clear line of sight between the base and handset. Any obstruction between the base and handset will reduce the range significantly.
${ }^{2}$ You must subscribe to your network provider's Caller ID or Caller ID on Call Waiting service for this feature to work. A subscription fee may be payable.

Please note that this equipment is not designed for making emergency telephone calls when the power fails. Alternative arrangements should be made for access to emergency services.

This User Guide provides you with all the information you need to get the most from your phone.

## Before you make your first call you will need to set up your phone. Follow the simple instructions in 'Getting Started', on the next few pages. IMPORTANT

Only use the telephone line cord supplied.

## Got everything?

- O2 handset with standard antenna - $1 \times$ Belt clip (pre installed)
- O2 base . Telephone line cord
- O2 charger • 750mAh Ni-MH battery pack (pre installed)
- Power adaptor for the base - Long range antenna
- Power adaptor for the charger . Screws and plugs for wall mounting If you have purchased an O2 multiple pack you will also have the following additional items:
- O2 handset with standard antenna
- O2 charger
- 750 mAh Ni-MH battery pack (pre installed)
- Power adaptor for the charger
- Long range antenna
- Screws and plugs for wall mounting
- 1 Belt clip (pre installed) ecomoto"

ECOMOTO: a convergence of efforts by marketing, design, research, engineering and supply chain management that leads to better products for everyone. A holistic view that focuses on both social and environmental responsibility. A passion and a shared point of view.
The right thing to do.

- Meets and / or exceeds EMEA environmental regulatory requirements.
- Eco friendly packaging with a minimum $20 \%$ post consumer recycled content.
- Phone housing is built with a minimum of $15 \%$ post consumer recycled content plastic.
- Energy efficient charger that meets EU Code of Conduct requirements.
- ECO mode function which reduces the transmitted power and energy consumption, please refer to page 37 .

1. Getting started ..... 7
2. Getting to know your phone ..... 11
3. Using the phone ..... 16
3.1 Switch the handset on / off ..... 16
3.2 To make a call ..... 16
3.3 To make a call by pre-dialling. ..... 16
3.4 To make a call using fast call keys ..... 16
3.5 To make a hands-free call. ..... 16
3.6 Call from the phonebook ..... 16
3.7 Call from the Calls Lists ..... 16
3.8 To answer a call ..... 17
3.9 To answer a call in hands-free ..... 17
3.10 To adjust the volume ..... 17
3.11 Secrecy ..... 17
3.12 To end a call ..... 17
3.13 Intercom ..... 18
3.13.1 Make an internal call ..... 18
3.13.2 Receive an internal call ..... 18
3.13.3 Transfer a call ..... 18
3.13.4 3 -way conference call ..... 18
3.14 To lock the keypad ..... 19
4. Phonebook ..... 20
4.1 To dial phonebook entries ..... 20
4.2 To store an entry ..... 20
4.3 Entering names. ..... 20
4.4 Character map ..... 21
4.5 To enter a pause ..... 21
4.6 To search an entry ..... 21
4.7 To view details of an entry ..... 22
4.8 To edit an entry ..... 22
4.9 To copy an entry to another handset ..... 22
4.10 To assign a ringtone ..... 23
4.11 To delete an entry ..... 23
4.12 To store a fast call number ..... 23
4.13 To clear a fast call number. ..... 24
4.14 To access the phonebook during a call ..... 24
4.15 To copy the phonebook to another handset. ..... 24
4.16 To check memory status ..... 24
4.17 To delete all entries ..... 24
5. Calls Lists ..... 25
5.1 New calls alert ..... 25
5.2 To view details of the call ..... 25
5.3 To save a number from the Calls Lists to the phonebook ..... 26
5.4 To delete a Calls Lists entry ..... 26
5.5 To delete entire Calls Lists ..... 26
5.6 To redial the last number ..... 27
5.7 To view and dial a number in the redial list. ..... 27
5.8 To copy a redial number to the phonebook ..... 27
5.9 To delete a redial list entry ..... 27
6. Agenda ..... 28
6.1 To add a new event ..... 28
6.2 To switch off reminder ring ..... 28
6.3 To show event details. ..... 28
6.4 To edit an event. ..... 29
6.5 To delete an event. ..... 29
6.6 To delete all events ..... 29
7. Clock \& Alarm ..... 30
7.1 To set date and time manually ..... 30
7.2 To set alarm ..... 30
7.3 To set time format ..... 30
8. Handset settings ..... 31
8.1 To set the handset ringtone ..... 31
8.2 To set the handset ringer volume ..... 31
8.3 To set the receiver volume. ..... 31
8.4 To change the handset name ..... 32
8.5 To change the display language. ..... 32
8.6 To change the wall paper ..... 32
8.7 To set the screensaver ..... 33
8.8 To set light timeout ..... 33
8.9 To switch auto talk on / off ..... 33
8.10 To switch key beep on / off. ..... 33
8.11 To set PBX Access Code. ..... 34
9. Base settings ..... 35
9.1 To set the base ringtone ..... 35
9.2 To set the base ringer volume. ..... 35
9.3 To change the dialling mode ..... 35
9.4 To set ring priority ..... 35
9.5 To change the recall mode ..... 36
9.6 To change the System PIN. ..... 36
9.7 To reset the phone ..... 37
9.8 To switch ECO on / off ..... 37
9.9 To switch ECO PLUS on / off ..... 37
9.10 Default settings ..... 38
10. Registration ..... 39
10.1 To register a handset ..... 39
10.2 To select a base. ..... 40
10.3 To de-register a handset ..... 40
11. Help. ..... 41
12. General information ..... 42
13. Wall mounting ..... 48

## 1. Getting started

## IMPORTANT

Although the O2 handset is water resistant we do not recommend you locate your main base or charger in the bathroom or other humid areas.

## Location

You need to place your O2 base within 2 metres of the mains power and telephone wall sockets so that the cables will reach. The socket-outlet should be installed near the equipment and should be easily accessible.
Make sure that it is at least 1 metre away from other electrical appliances to avoid interference. Your O2 works by sending radio signals between the handset and base. The strength of the signal depends on where you place the base. Placing it as high as possible ensures the best signal.

## HANDSET RANGE

The unit has two antennas that can be used with the handset:
Standard range antenna: Outdoor range 600 metres $^{1}$ Indoor range 50 metres $^{1}$
Long range antenna:
Outdoor range $1 \mathrm{~km}^{1}$ Indoor range 50 metres $^{1}$
${ }^{1}$ When there is a clear line of sight between the base and handset. Any obstruction between the base and handset will reduce the range significantly.
To change antenna simply unscrew (anti-clockwise) the standard range antenna on the handset and replace with the long range antenna.


## SIGNAL STRENGTH

The ..ll icon on your handset indicates that you are within range of the base. When out of range of the base, the ..ll icon flashes. If you are on a call, you will hear a warning beep.

The line will hang up if the handset moves out of range of the base. Move closer to the base. The handset will automatically reconnect to the base.

## Setting up

## IMPORTANT

The base station must be plugged into the mains power at all times. Do not connect the telephone line cord into the wall socket until the handset is fully charged. Use only the power adaptor and telephone line cord supplied with the product.

## Connecting the base



1. Plug the telephone line cord into the socket marked on the underside of the base.
2. Plug the power adaptor into the socket marked on the underside of the base and plug the other end into the mains power wall socket. The green Power/In use light comes on and you will hear a confirmation tone.

## Installing and charging the handset



1. Plug the power adaptor into the socket marked on the underside of the charger and plug the other end into the mains power wall socket.
2. The $750 \mathrm{mAh} \mathrm{Ni}-\mathrm{MH}$ battery pack is pre installed. If you are charging the batteries for the first time, place the handset on the charger to charge for at least 24 hours continuously.
3. When the handset is fully charged, in icon will appear steady on the display. The display will show the time and handset number (e.g. 2) to indicate that it is registered to the base. Plug the other end of the telephone line cord (make sure that one end is already plugged into the base) into the telephone wall socket.

## NOTE

Both power adaptors are identical, hence can be interchanged. This unit adapts Inductive Charging, as such there will be no metal contacts on the handset or charging cradle.

## Replacing the handset battery



1. Unscrew the belt clip, then unscrew the 4 screws on the battery cover (the screws will stay attached to the battery compartment door) from the back of the handset and plug in the 750 mAh Ni-MH rechargeable battery pack supplied.
2. Replace the battery cover and screw the cover into place. Finally, screw the belt clip on.

## IMPORTANT

Warning! Use only the approved rechargeable Ni-MH battery pack (750mAh Ni-MH rechargeable battery pack) supplied with your O2.

## BATTERY LOW

If $\square$ icon is displayed and you hear a warning beep every 30 seconds during a call, you will need to recharge the handset before you can use it again. When charging, 皿icon will scroll on the display. Once charged scrolling will stop.

## BATTERY PERFORMANCE

In ideal conditions, fully charged batteries should give up to 12 hours talk time or up to 250 hours standby time on a single charge ${ }^{1}$.
Note that new batteries do not reach their full capacity until they have been put to normal use for several days.
To keep your batteries in the best condition, leave the handset off the base for a few hours at a time.
Running the batteries right down at least once a week will help them last as long as possible.

The charge capacity of rechargeable batteries will reduce with time as they wear out, giving the handset less talk/standby time. Eventually they will need to be replaced (see page 9).
After charging your handset for the first time, subsequent charging time is about 6-8 hours a day. Batteries and handset may become warm during charging. This is normal.
${ }^{1}$ All talk and standby times are approximate and depend on features selected and usage pattern.

## Date and time

If you have subscribed to a FSK type Caller ID Service, the date and time is set automatically when you receive your first call.
If you do not have a FSK Caller ID service, you can set the date and time manually.

## NOTE

In either case the year has to be manually set.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Clock \& Alarm and press Select.
2. Date \& Time is highlighted. Press Select.
3. Enter the date using the format DD/MM/YY e.g. 04/08/15 for 4 August 2015.
4. Enter the time (HH:MM) and press Save. If the current time format setting is 12 hour, select am or pm.
5. Press to return to standby mode.

## Your phone is now ready for use.

## 2. Getting to know your phone

## Overview of your handset



A Earpiece
B Display
See page 13 for an overview of the display icons.
C Scroll up / Volume up
Scroll up through lists and settings.
During a call, press to increase the earpiece and hands-free volume. When the phone is ringing, press to increase the handset ringer volume.

## D Menu/OK/Secrecy

Enter the main menu.
Select the option displayed on screen.
Confirm menu option - OK is displayed on screen.
Turn secrecy on/off during a call.

## E Redial list/Pause

In standby mode, press to open the redial list.
Press and hold to enter a pause $(P)$ during pre-dialling.

## F Talk/Hands-free

Make or answer a call.
Activate and deactivate hands-free during a call.

## G */Ringer off

Dial a*.
Press and hold to switch handset ringer on or off.

## H Intercom

Press to make an internal call.

## I Antenna

Can be unscrewed and either a standard or long range antenna can be used. The standard length antenna is shown in the diagram.

## J Phonebook menu / Clear / Back

In standby mode, press to open the phonebook menu.
Clear incorrect input during text editing.
Return to previous menu.

## K Calls Lists

Open the Calls Lists.

## L End / Exit / Switch handset on/off

End a call.
When in a menu, go back to standby mode.
Press and hold to switch handset off (when in standby) or on.

## M Phonebook / Scroll Down / Volume down

Open the phonebook.
Scroll down through lists and menus.
During a call, press to decrease the earpiece and hands-free volume.
When the phone is ringing, press to decrease the handset ringer volume.

## N Change case / Keypad lock / \#

Press to change the case when entering letters / editing.
Press and hold to lock the keypad.
Diala\#.
O Recall
Use recall ( R ) functions.
When on an external call, press to access a Call Waiting Line when you hear the call waiting prompt signal. Press again to toggle between the two calls.

## P Microphone

Q Belt clip


- Ill DECT signal strength.
-ill Displays when ECO mode is on.
${ }_{+}^{\text {Eco }}$ Displays when ECO PLUS is on

8. Handset ringer volume is Off.

Displays when in hands-free mode.
(J) The alarm clock has been set.
$\because$ The keypad is locked.
(0) Displays when you have new voicemails. ${ }^{1}$

Displays when you have missed calls and new number(s) in the Calls list. ${ }^{2}$
${ }^{1}$ This feature is dependent on your Network Service provider supporting the service. A subscription fee may be payable.
${ }^{2}$ For this feature to work, you must subscribe to Caller ID Service from your network operator. A subscription fee may be payable.
The approximate power levels of your battery are indicated as follows:
IIIB Battery is fully charged
$\square$ Battery is partially charged
$\square$ Battery is running low
$\square$ Battery is empty

## Overview of the base / Charger



## A Paging/Find handset

This function allows you to page for the handset user or locate a missing handset.
Paging calls cannot be answered by a handset.

1. Press (円)) on the base. All handsets registered to the base will ring and display Paging Call.
2. To stop the ringing, press (0) on the base again or press Stop or any button on the handset.

## B Power / In-use LED

Lights up when the base is plugged into the power and flashes when the handset is in-use.

## C Charging LED

Indicates the handset is on the base / charger correctly and is charging.

## Navigating the menus

The basic steps of navigating through the menu and on-screen options.

1. In standby mode, press the left soft key Menu. The main menu is opened.
2. Use the $\boldsymbol{\triangle}$ or $\boldsymbol{\nabla}$ keys to scroll through the menu.
3. Soft key options Select and Back are displayed.
4. Press the left softkey Select to open a submenu or validate an option.
5. Press the right softkey Back to go back to the previous menu level, correct a character or cancel an action.
6. Press to return to standby mode.

## NOTE

If you do not press any button on the handset for 30 seconds the display will automatically return to standby. It will also return to standby when the handset is placed on the charger.

Menu map

Calls Lists<br>Missed Calls

Received Calls
Dialled Calls
Delete Calls

## Agenda

If there is an event, select Options.

Add Event
Show Details
Edit Event
Delete Event
Del. All Events
If the list is empty:
Add Event
Clock \& Alarm
Date \& Time
Alarm
Time Format

| Settings | Names |
| :--- | :--- |
| Set Handset | From menu in standby: |
| Ringtone | Search |
| Ringer Volume | Add Entry |
| Receiver Vol. | Copy Phonebk |
| Handset Name | Memory Status |
| Language | Del. Phonebook |
| Wallpaper | Press $\boldsymbol{\text { in standby }}$ |
| Screensaver | and phonebook list is |
| Light Timeout | displayed, select Options: |
| Auto Talk | Show Details |
| Key Beep | Edit Entry |
| PBXAccess Code | Copy Entry |
| Set Base | Ringtone |
| Ringtone | Delete Entry |
| Ringer Volume | Fast Call |
| Dialling Mode | Press Names during |
| Ring Priority | a call |
| Recall Mode | Phonebook list is |
| System PIN | displayed, select Options: |
| Master Reset | Add Entry |
| ECO Mode | Show Details |
| Registration | Edit Entry |
| Register HS | Delete Entry |
| Select Base |  |
| De-register |  |

## 3. Using the phone

### 3.1 Switch the handset on / off

1. Press and hold to turn the handset on / off.

### 3.2 To make a call

1. Press 4.
2. Dial the telephone number.

### 3.3 To make a call by pre-dialling

1. Enter the phone number (maximum 32 digits). If you make a mistake, press Clear.
2. Press to dial the phone number entered.

## NOTE

If the dialled number matches an entry in the phonebook, the name is displayed.

### 3.4 To make a call using fast call keys

1. Press and hold the relevant keypad number to dial the pre-stored number directly.

## NOTE

To store a fast call number, see page 23.

### 3.5 To make a hands-free call

1. Press twice.
2. Dial the telephone number.

## NOTE

During a hands-free call, press $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to adjust the volume.

### 3.6 Call from the phonebook

1. Press $\boldsymbol{\nabla}$. The first entry in the phonebook is highlighted.
2. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the entry you want.

Or
To search alphabetically, press the key with the first letter of the name, e.g. if the name begins with N , press 6 twice. The display shows the first entry beginning with N . If required, scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry.
3. Press to dial the number.

### 3.7 Call from the Calls Lists

NOTE
You need to subscribe to your network's Call Display service to be able to see the caller's number in the Calls Lists.

1. Press Menu, the display shows Calls Lists and press Select.
2. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to highlight the calls list (Missed Calls, Received Calls, Dialled Calls, Delete Calls) you want.
3. Press Select..
4. Scroll $\boldsymbol{\triangle}$ or $\boldsymbol{\nabla}$ to the entry you want.
5. Press to dial the number.

### 3.8 To answer a call

When you receive an external call, the phone rings and External Call shows on the display.

1. Press to answer the call.

## NOTE

If when the handset is on the charger you would like to simply lift the handset to answer the call you will need to switch Auto Talk on, see page 33.

### 3.9 To answer a call in hands-free

If the handset is off the charger or auto answer is switched off, press twice to answer the call.
If the handset is on the charger and auto answer is switched on, lift the handset and press .

## IMPORTANT

When the phone is ringing, avoid holding the earpiece too close to your ear as it may damage your hearing. Hands-free activation can suddenly increase the volume in the earpiece to a very high level. Make sure the handset is not too close to your ear.

## NOTE

To switch back to earpiece mode, press again during the call.

### 3.10 To adjust the volume

1. During a call, press $\mathbf{\Delta}$ or to adjust the earpiece or loudspeaker volume.

The level is shown in the handset display.

### 3.11 Secrecy

Mute the microphone so that you can talk to someone else in the room without your caller hearing you.

1. During a call, press Secrec. or OK. The display shows Secrecy On and your caller cannot hear you.
2. Press Off to return to your caller.

### 3.12 To end a call

1. Press 10 or replace the handset on the cradle.

## NOTE

After you hang up, the duration of your call is displayed for 5 seconds.

### 3.13 Intercom

### 3.13.1 Make an internal call

If you have more than one handset registered to the base, you can make internal calls between two handsets.
Internal Call and Handset X displays to indicate an internal call.

1. Press fnt followed by the number (l-11) of the handset you want to call. Press and hold 0 to dial handset 10 . Press and hold 1 to dial handset 11 .
2. Press OK.

### 3.13.2 Receive an internal call

When you receive an internal call, Internal Call and Handset X is displayed.

1. Press to answer the call.

### 3.13.3 Transfer a call

You can transfer an external call to another handset registered to the base.
During an external call:

1. Press followed by the handset number (1-11) that you want to transfer the call to. Press and hold 0 to dial handset 10. Press and hold 1 to dial handset 11.
2. Press OK .
3. When the other handset answers, press $\mathrm{D}_{\text {to complete the transfer. }}^{\text {a }}$

## NOTES

If there is no answer from the other handset and you wish to return to your external caller, press End.
Your external call resumes automatically after 100 seconds if there is no answer.

### 3.13.4 3 -way conference call

You can hold a 3-way conference call between 2 internal callers and 1 external caller.
During a call with an external caller:

1. Press lnt followed by the handset number (1-11) that you want to establish a conference call.
Press and hold 0 to dial handset 10. Press and hold 1 to dial handset 11.
2. Press OK.
3. When the other handset answers, press Join to connect all three callers and begin the conference call.
4. If there is no answer from the other handset, press End to return to your external caller.
5. Press to end the call.

### 3.14 To lock the keypad

You can lock the keypad to prevent accidental dialling while carrying it around.

1. Press and hold \# . The icon is displayed.
2. To unlock the keypad, press Unlock. The display shows Press \# to Unlock Keys.
3. Press \# \#

## NOTE

While the keypad is locked, you can answer incoming calls as normal.

## 4. Phonebook

The handset phonebook can store up to 200 names and numbers.

## NOTE

Numbers can be up to 24 digits long and names up to 16 characters long. Entries are stored in alphabetical order.

### 4.1 To dial phonebook entries

1. In standby mode, press $\boldsymbol{\nabla}$. The first entry is highlighted on the display.
2. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the entry you want.

Or
To search alphabetically, press the key with the first letter of the name, e.g. if the name begins with N , press $\mathrm{m}_{\text {mod }}$ twice. The display shows the first entry beginning with N . If required, scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry.
3. Press to dial the entry displayed.

### 4.2 To store an entry

1. Press Names to enter the phonebook menu.
2. Scroll $\boldsymbol{\nabla}$ to Add Entry and press Select.
3. Enter a name and press OK.
4. Enter a number and press Save.
5. Scroll $\boldsymbol{\triangle}$ or $\boldsymbol{\nabla}$ to the ringtone you want and press Select. The entry is stored.
6. To Handset is displayed and the handset will automatically give you the option to transfer the number to another handset.
7. Press Yes and if there are two or more handsets registered to the base the number will automatically transfer to the other handsets one by one. Once the entry is copied the transferring handset will display Copied Handset: and the handset numbers the entry was copied to.
8. Press to return to standby mode.

## NOTE

Cancel storing an entry by pressing at any time during the process.

### 4.3 Entering names

Use the alphanumeric keypad to enter names in the phonebook.
For instance to enter the name Paul

| P | Press 7 7 ${ }_{\text {mases }}$ once |
| :---: | :---: |
| A | Press 2axace $^{\text {a }}$ once |
| U | Press 8 rw twice |
| L | Press 5 three times |

To enter a space, press $0 \square$.
Press $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to move between characters/digits.
Press Clear to delete a character, or press and hold Clear to delete all characters.

### 4.4 Character map

| Key | Case | Assigned characters and symbols |
| :---: | :---: | :---: |
| 1 | L/U | .,-?! ic'@:;/l |
| 2 2asc | L | abc 2 äæåàc |
|  | U | ABC2ÄÆÅC |
| 3 0f | L | def3èé |
|  | U | DEF3É |
| 4 (sin) | L | ghi4i |
|  | U | GHI4 |
| 5 | L | jkl5 |
|  | U | JKL5 |
| 6 6mo | L | mno6öøòn |
|  | U | MNO6ÖøN |
| 77 | L | pqrs 7 B |
|  | U | PQRS 7 |
| 8 nv | L | tuv8ü |
|  | U | TUV8 ${ }^{\text {U }}$ |
| 9閣 | L | wxyz9 |
|  | U | WXYZ9 |
| 0 | L/U | Space 0 |
| \#进 | L/U | Short press to switch between $\mathrm{Abc}, \mathrm{abc}, \mathrm{ABC}$ and 123 mode |
|  |  |  |

### 4.5 To enter a pause

If the phone is connected to a switchboard, you may need to enter a pause in a stored number. This gives the switchboard time to find an outside line. A pause is normally stored after the switchboard PBX Access Code (e.g. 9). When storing a number, press and hold (i) until the display shows P. You can then continue storing the phone number.

### 4.6 To search an entry

1. Press Names to enter the phonebook menu.
2. Search is highlighted. Press Select. The first entry is highlighted on the display.
3. Enter the first letter of the name to search alphabetically then scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry.
4. Press to dial the entry or to return to standby mode.

### 4.7 To view details of an entry

1. In standby mode, press $\boldsymbol{\nabla}$. The first entry is highlighted on the display.
2. Enter the first letter of the name to search alphabetically then scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry. Press Options.
3. Show Details is highlighted. Press Select. The name, number and ringtone of the entry are displayed.
4. Press to return to standby mode.

### 4.8 To edit an entry

1. In standby mode, press $\boldsymbol{\nabla}$. The first entry is highlighted on the display.
2. Enter the first letter of the name to search alphabetically then scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry. Press Options.
3. Scroll $\boldsymbol{\nabla}$ to Edit Entry and press Select.
4. Edit the name and press OK to confirm. Press Clear to delete a character, or press and hold Clear to delete all characters.
5. Edit the number and press Save. Press Clear to delete a character, or press and hold Clear to delete all characters.
6. Scroll $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to the ringtone you want and press Select. The entry is stored.
7. To Handset is displayed and the handset will automatically give you the option to transfer the number to another handset.
8. Press Yes and if there are two or more handsets registered to the base the number will automatically transfer to the other handsets one by one. When the entry is being copied the transferring handset will display Copied Handset: and the handset numbers the entry was copied to.
9. Press to return to standby mode.

### 4.9 To copy an entry to another handset

1. In standby mode, press $\boldsymbol{\nabla}$. The first entry is highlighted on the display.
2. Enter the first letter of the name to search alphabetically then scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry. Press Options.
3. Scroll $\boldsymbol{\nabla}$ to Copy Entry and press Select.
4. The display shows To Handset, press Select.
5. Scroll $\boldsymbol{\Delta}$ or to the number of the handset you want the entry to be copied to. Press Select.
6. Copy is completed when the message " $<$ Name> copied" appears on the display.
7. Press to return to standby mode.

## NOTE

If an entry with the same number is already stored in the receiving handset, it will not be copied.

### 4.10 To assign a ringtone

1. In standby mode, press $\boldsymbol{\nabla}$. The first entry is highlighted on the display.
2. Enter the first letter of the name to search alphabetically then scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry. Press Options.
3. Scroll $\boldsymbol{\nabla}$ to Ringtone and press Select.
4. Scroll $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to the ringtone you want and press Select. The ringtone is saved.
5. Press to return to standby mode.

### 4.11 To delete an entry

1. In standby mode, press $\boldsymbol{\nabla}$. The first entry is highlighted on the display.
2. Enter the first letter of the name to search alphabetically then scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry. Press Options.
3. Scroll $\boldsymbol{\nabla}$ to Delete Entry and press Select.
4. Display shows Delete <Name>?. Press Yes to confirm.
5. Press to return to standby mode.

### 4.12 To store a fast call number

1. Press Names to enter the phonebook menu.
2. Search is highlighted. Press Select. The first entry is highlighted on the display.
3. Enter the first letter of the name to search alphabetically then scroll $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry, then press Options.
4. Scroll $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to Fast Call, press Select to confirm.
5. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Key $\mathbf{X}$ where the entry will be stored, press Select.
6. Assign is highlighted press Select to confirm.
7. Press to return to standby.

## NOTE

To dial fast call numbers, see page 16.

### 4.13 To clear a fast call number

1. Press Names to enter the phonebook menu.
2. Search is highlighted. Press Select. The first entry is highlighted on the display.
3. Enter the first letter of the name to search alphabetically then scroll $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to the exact entry, then press Options.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Fast Call, press Select.
5. Scroll $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to Key $\mathbf{X}$ where the entry is stored, press Select.
6. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Clear Entry, press Select to confirm.
7. Press to return to standby.

### 4.14 To access the phonebook during a call

1. During a call, press Names.
2. Press Options to select Add Entry, Show Details, Edit Entry or Delete Entry.

### 4.15 To copy the phonebook to another handset

1. Press Names to enter the phonebook menu.
2. Scroll $\boldsymbol{\nabla}$ to Copy Phonebk and press Select.
3. The display shows To Handset, press Select.
4. Scroll $\boldsymbol{\triangle}$ or $\boldsymbol{\nabla}$ to the number of the handset you want the phonebook to be copied to. Press Select.
5. Copy is completed when the message " $X$ Entries Copied" appears on the display.
6. Press to return to standby mode.

## NOTE

If an entry with the same number is already stored in the receiving handset, it will not be copied.

### 4.16 To check memory status

You can check how much phonebook memory you have on your phone.

1. Press Names to enter the phonebook menu.
2. Scroll $\boldsymbol{\nabla}$ to Memory Status and press Select. The display shows the number of used and free phonebook entries.
3. Press to return to standby mode.

### 4.17 To delete all entries

1. Press Names to enter the phonebook menu.
2. Scroll $\boldsymbol{\nabla}$ to Del. Phonebook and press Select.
3. Display shows Delete All Entries ?. Press Yes.
4. Press to return to standby mode.

## 5. Calls Lists

If you have subscribed to Call Display service, and provided the identity of the caller is not withheld, the number of the caller will be displayed together with the date and time of the call (if provided by the network).

## NOTES

If the caller's number is stored in your phonebook along with a name, the name will also be displayed.
If the number is unavailable, Unavailable will be displayed.
If the caller has withheld their number, Withheld will be displayed.
Information about incoming calls is dependent on the country and network operator. Some operators may charge a subscription for their Call Display service.

The Calls Lists contains details of missed and received call. Details include the date and time of the call. Entries are displayed in chronological order with the most recent call at the top of the list.
When the list is full, and a new call is received, the oldest entry will be deleted automatically.
The received and missed Calls Lists holds details of up to 50 calls.

### 5.1 New calls alert

When you have new missed calls (incoming calls that you haven't answered), the display shows You have X new calls.

1. Press View to see details of the call.
2. If you press Back, the screen returns to standby mode and the icon is displayed.

### 5.2 To view details of the call

1. Press Menu, the display shows Calls Lists, press Select. Or press $\mathscr{C}$ to enter the Calls Lists.
2. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to highlight the calls list (Missed Calls, Received Calls, Dialled Calls, Delete Calls) you want.
3. Press Select to confirm. The most recent number or name if stored in the phonebook is displayed.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the entry you want and press Options.
5. Display shows Show Details. Press Select.

The number (or name if stored in the phonebook), date and time of the call are displayed.
6. Press Back to return to the previous menu level or to return to standby mode.

### 5.3 To save a number from the Calls Lists to the phonebook

1. Press $\mathcal{C}$ to enter the Calls Lists.
2. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to highlight the calls list (Missed Calls, Received Calls, Dialled Calls, Delete Calls) you want.
3. Press Select to confirm. The most recent number or name if stored in the phonebook is displayed.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the entry you want and press Options.
5. Scroll $\boldsymbol{\nabla}$ to Save Number and press Select.
6. Enter a name and press OK.
7. Display shows the number of the call. Edit the number if necessary and press Save. Press Clear to delete a character, or press and hold Clear to delete all characters.
8. Scroll $\mathbf{\triangle}$ or $\boldsymbol{\nabla}$ to the ringtone you want and press Select. The entry is stored.
9. To Handset is displayed and the handset will automatically give you the option to transfer the number to another handset.
10. Press Yes and if there are two or more handsets registered to the base the number will automatically transfer to the other handsets one by one. Once the entry is copied the transferring handset will display Copied Handset: and the handset numbers the entry was copied to.
11. Press to return to standby mode.

### 5.4 To delete a Calls Lists entry

1. Press $\mathscr{C}_{\text {to e enter the Calls Lists. }}$
2. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to highlight the calls list (Missed Calls, Received Calls, Dialled Calls, Delete Calls) you want.
3. Press Select to confirm. The most recent number or name if stored in the phonebook is displayed.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the entry you want and press Options.
5. Scroll $\boldsymbol{\nabla}$ to Delete Call and press Select. The call is deleted.
6. Press to return to standby mode.

### 5.5 To delete entire Calls Lists

1. Press $\mathscr{C}$ to enter the Calls Lists.
2. Scroll $\boldsymbol{\nabla}$ to Delete Calls and press Select.
3. Scroll $\boldsymbol{\Delta}$ or to highlight the calls list (Missed Calls, Received Calls, Dialled Calls or All Calls) you want.
4. Display shows Delete All Calls ?. Press Yes to confirm.
5. Press to return to standby mode.

### 5.6 To redial the last number

The phone lets you redial any of the last 20 numbers called. Numbers can be up to 32 digits long.

1. Press ${ }^{*}$. The last number dialled is highlighted.

If the number is stored in the Phonebook, the name is displayed as well.
2. Press to dial.

### 5.7 To view and dial a number in the redial list

1. Press 这. The last number dialled is highlighted.
2. Scroll $\boldsymbol{\triangle}$ or $\boldsymbol{\nabla}$ to the entry you want.
3. Press to dial the number or press Back to return to standby.

### 5.8 To copy a redial number to the phonebook

1. Press ${ }^{\text {in }}$ ). The last number dialled is highlighted.
2. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the entry you want and press Options.
3. Scroll $\boldsymbol{\nabla}$ to Save Number and press Select.
4. Enter a name and press OK.
5. Display shows the number of the call. Edit the number if necessary and press Save.
6. Scroll $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to the ringtone you want and press Select. The entry is stored.
7. To Handset is displayed and the handset will automatically give you the option to transfer the number to another handset.
8. Press Yes and if there are two or more handsets registered to the base the number will automatically transfer to the other handsets one by one. When the entry is being copied the transferring handset will display Copied Handset: and the handset numbers the entry was copied to.
9. Press to return to standby mode.

### 5.9 To delete a redial list entry

1. Press ${ }^{*}$ ). The last number dialled is highlighted.
2. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the entry you want and press Options.
3. Scroll $\boldsymbol{\nabla}$ to Delete Call and press Select. The call is deleted.
4. Press to return to standby mode.

## 6. Agenda

### 6.1 To add a new event

Use the phone to remind you of details of up to five events such as birthdays, anniversaries or appointments. Up to 24 characters can be entered as the subject.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Agenda and press Select.
2. If no previous event is stored, Add Event is highlighted. Press Select.

Or
If events are already stored, they are listed. Press Options. Add Event is highlighted. Press Select.
3. Enter the subject and press Save.
4. Enter the date (DD/MM) and time (HH:MM) and press Save.
5. If the current time format setting is 12 hour, select am or pm .

Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Silent or Alarm then press Select.
If you press Alarm:

- Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Once or Annually then press Select.
- If Once is selected, scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to select when you want to receive the reminder At event time or 30 min before. Press Select to save.
- If Annually is selected, then the alarm will sound at the event's time.

6. Press to return to standby mode.

## NOTES

If you select a silent reminder, the event subject is displayed on screen but no alarm will sound.
When the event memory is full, the display shows Memory Full. You must delete an event before you can add a new one.
After a power failure base will update date, time and year from handset and vice versa. If both base and handset power has been reset, it will restore to default date, time and year and you may have to set it manually.

### 6.2 To switch off reminder ring

When the event is due, the event subject is displayed. If the reminder is not set to Silent, the alarm will ring and the "ご) icon is displayed.

1. Press View to stop the alarm and see the details of the event.

Or
Press Back to stop the alarm and return to standby mode.

## NOTE

If no button is pressed, the alarm stops after one minute.

### 6.3 To show event details

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Agenda and press Select.
2. Stored events are displayed. The first event is highlighted on the display. If required, scroll $\boldsymbol{\nabla}$ to the event you want and press Options.
3. Scroll $\boldsymbol{\nabla}$ to Show Details and press Select. The description, date and time of the agenda are displayed.
4. Press Back to return to the previous menu level or to return to standby mode.

### 6.4 To edit an event

1. Press Menu, scroll $\mathbf{\nabla}$ to Agenda and press Select.
2. Stored events are displayed. The first event is highlighted on the display. If required, scroll $\boldsymbol{\nabla}$ to the event you want and press Options.
3. Scroll $\boldsymbol{\nabla}$ to Edit Event and press Select.
4. Edit the subject and press Save.

Press Clear to delete a character, or press and hold Clear to delete all characters.
5. Edit the date (DD/MM) and time (HH:MM) and press Save. If the current time format setting is 12 hour, select am or pm.
6. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Silent or Alarm then press Select.

If you press Alarm:
Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Once or Annually then press Select.

- If Once is selected, scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to select when you want to receive the reminder At event time or 30 min before. Press Select to save.
- If Annually is selected, then the alarm will sound at the event's time.

7. Press to return to standby mode.

### 6.5 To delete an event

1. Press Menu, scroll $\mathbf{\nabla}$ to Agenda and press Select.
2. Stored events are displayed. The first event is highlighted on the display. If required, scroll $\boldsymbol{\nabla}$ to the event you want and press Options.
3. Scroll $\boldsymbol{\nabla}$ to Delete Event and press Select.
4. Display shows Delete Event ?. Press Yes to confirm or No to cancel.
5. Press to return to standby mode.

### 6.6 To delete all events

1. Press Menu, scroll $\mathbf{\nabla}$ to Agenda and press Select.
2. Stored events are displayed. The first event is highlighted on the display. Press Options.
3. Scroll $\boldsymbol{\nabla}$ to Del. All Events and press Select.
4. Display shows Delete All Events ?. Press Yes to confirm or No to cancel.
5. Press to return to standby mode.

## 7. Clock \& Alarm

If you have subscribed to a FSK type Caller ID Service, the date and time is set automatically when you receive your first call.
If you do not have a FSK Caller ID service, you can set the date and time manually.
NOTES
In either case the year has to be manually set.

### 7.1 To set date and time manually

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Clock \& Alarm and press Select.
2. Date \& Time is highlighted. Press Select.
3. Enter the date using the format DD/MM/YY e.g. 04/08/15 for 4 August 2015.
4. Enter the time (HH:MM) and press Save. If the current time format setting is 12 hour, select am or pm.
5. Press to return to standby mode.

### 7.2 To set alarm

When the alarm is set, the display shows
Each handset can have a different alarm setting.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Clock \& Alarm and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Alarm and press Select.
3. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Off or On and press Select.

If Alarm is set to On:
Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Once, Mon - Fri or On Daily then press Select.
Enter the time (HH:MM) and press Save.
If the current time format setting is 12 hour, select am or pm.
4. Press to return to standby mode.

## NOTES

If the alarm is set to Once, "\$) will disappear from the screen after the alarm has sounded once.
 sounded. When the alarm goes off, press any key to stop the ring.
After a power failure base will update date, time and year from handset and vice versa. If both base and handset power has been reset, it will restore to default date, time and year and you may have to set it manually.

### 7.3 To set time format

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Clock \& Alarm and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Time Format and press Select.
3. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to 12 Hour or 24 Hour and press Select.
4. Press to return to standby mode.

## 8. Handset settings

### 8.1 To set the handset ringtone

You can set different ringtones for external calls and internal calls.
Select from 20 handset ringtones.
You will hear a sample ring as you scroll to each ringtone.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Ringtone is highlighted. Press Select.
4. Scroll $\boldsymbol{\triangle}$ or $\boldsymbol{\nabla}$ to External Call or Internal Call and press Select.
5. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the ringtone that you want and press Select.
6. Press to return to standby mode.

### 8.2 To set the handset ringer volume

The handset has 5 ringer volume settings plus Off.
If the volume is set to Off, $\mathbf{~ i c o n ~ i s ~ d i s p l a y e d . ~}$

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\boldsymbol{\nabla}$ to Ringer Volume and press Select.
4. Scroll $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to adjust the ringer volume level and press Select.
5. Press to return to standby mode.

## NOTES

When the phone is ringing, you may press Silence to silent the ringer for that call.
When the handset is in standby mode press and hold * to turn the ringer off, press and hold \# $_{\text {® }}$ again to turn it on.

### 8.3 To set the receiver volume

This sets the standard volume level for the handset earpiece or hands-free. There are 8 levels to choose from.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\boldsymbol{\nabla}$ to Receiver Vol. and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to adjust the receiver volume level and press Select.
5. Press to return to standby mode.

### 8.4 To change the handset name

If you are using more than one handset with the base, you can give each handset a personalised name to easily distinguish between the handsets.
A name can be up to 10 characters long.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\boldsymbol{\nabla}$ to Handset Name and press Select.
4. Enter the name and press Save.

Press Clear to delete a character, or press and hold Clear to delete all characters.
5. Press to return to standby mode.

### 8.5 To change the display language

The available languages include:
English, Français, Deutsch, Italiano, Español, Nederlands, Türkçe, E入入ףvikó and Português.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\boldsymbol{\nabla}$ to Language and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the language you want and press Select.
5. Press to return to standby mode.

### 8.6 To change the wallpaper

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\mathbf{\nabla}$ to Wallpaper and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the wallpaper you want and press View, then press Use to select.
5. Press to return to standby mode.

### 8.7 To set the screensaver

When the screensaver is set to Clock, an analogue clock is displayed.
The screensaver comes on when the screen backlight switches off in standby mode. To change the backlight timeout setting, see "To set light timeout" in the next section.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\boldsymbol{\nabla}$ to Screensaver and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Clock or Off then press Select.
5. Press to return to standby mode.

### 8.8 To set light timeout

Set the duration of the backlight after the handset returns to standby screen.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\boldsymbol{\nabla}$ to Light Timeout and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to set the timeout period you want and press Select.
5. Press to return to standby mode.

### 8.9 To switch auto talk on / off

With Auto Talk switched on, you can answer a call just by lifting the handset off the base or charger. If switched off, you will have to press to answer a call.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\boldsymbol{\nabla}$ to Auto Talk and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Off or On then press Select.
5. Press to return to standby mode.

### 8.10 To switch key beep on / off

When you press a button on the handset, you will hear a beep. You can switch it on or off.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\boldsymbol{\nabla}$ to Key Beep and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Off or On then press Select.
5. Press to return to standby mode.

### 8.11 To set PBX Access Code

If the phone is connected to a switchboard, you may need to enter an PBX Access Code in the dialling sequence to be able to connect to the outside line.
The PBX Access Code will be displayed at the beginning of a number on the screen. The code can be up to 4 digits long.
The PBX Access Code will not be used when you dial the number manually (such as when you are not dialling from the phonebook). This allows you to make calls to other switchboard extensions.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Set Handset is highlighted. Press Select.
3. Scroll $\boldsymbol{\nabla}$ to PBX Access Code and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Off, On or Set Code then press Select.

If you select Set Code, enter the switchboard access code e.g. 9 then press Save.
5. Press to return to standby mode.

## 9. Base settings

### 9.1 To set the base ringtone

Select from 5 base ringtones.
You will hear a sample ring as you scroll to each ringtone.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Set Base and press Select.
3. Ringtone is highlighted. Press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the ringtone that you want and press Select.
5. Press to return to standby mode.

### 9.2 To set the base ringer volume

The base has 5 ring volume settings plus Off.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Set Base and press Select.
3. Scroll $\boldsymbol{\nabla}$ to Ringer Volume and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to display the volume level that you want and press Select.
5. Press to return to standby mode.

### 9.3 To change the dialling mode

The phone is preset to Tone dialling. It is unlikely that you need to change this setting.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Set Base and press Select.
3. Scroll $\boldsymbol{\nabla}$ to Dialling Mode and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Pulse or Tone then press Select to confirm.
5. Press to return to standby mode.

### 9.4 To set ring priority

When you have more than one handset registered to your base, you can set one handset to ring before the other handsets. This allows one handset user to answer all incoming calls first, for example, the receptionist.
Choose All Handsets if you want all handsets to ring at the same time or Select Handset to nominate a handset to ring two times before the other handsets ring.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Set Base and press Select.
3. Scroll $\boldsymbol{\nabla}$ to Ring Priority and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to All Handsets or Select Handset then press Select. If you choose Select Handset, all available handsets are displayed.

- Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the handset you want then press Select.
- Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the number of rings that you want to set: 2,4 or 6 and press Select.

5. Press to return to standby mode.

### 9.5 To change the recall mode

Recall is useful to access certain network services and PABX/switchboard services.
The default recall mode preset in the phone is suitable for your country network and therefore you should not need to change it.

## NOTE

The use of the phone cannot be guaranteed on all PABX.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Set Base and press Select.
3. Scroll $\boldsymbol{\nabla}$ to Recall Mode and press Select.
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Recall $1(100 \mathrm{~ms})$ or Recall $2(600 \mathrm{~ms})$ then press Select to confirm.
5. Press to return to standby mode.

### 9.6 To change the System PIN

The System PIN is required when changing certain settings and for registration / deregistration. The default setting is 0000 . You can change this to your own preferred number (up to 8 digits).
When you enter a PIN, the digits are shown as $\% * * * * * * * * *$.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Set Base and press Select.
3. Scroll $\boldsymbol{\nabla}$ to System PIN and press Select.
4. Enter the old PIN (Default setting $=0000$ ) and press OK.
5. Enter the new PIN and press OK.
6. Re-enter the new PIN and press OK.
7. Press to return to standby mode.

## NOTE

It is advisable to make a note of your new PIN code and keep it somewhere safe.

### 9.7 To reset the phone

You can restore the phone to its default (original) settings.
Resetting the phone will not affect the phonebook or Calls Lists, and all handsets registered to the base will be retained. Only the handset and base settings will be reset.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Set Base and press Select.
3. Scroll $\boldsymbol{\nabla}$ to Master Reset and press Select.
4. Select Yes to confirm or No to cancel.
5. Enter the System PIN (Default setting $=0000$ ) then press OK. The display will show Reset complete and the unit will restart automatically.

### 9.8 To switch ECO on / off

Your O2 offers an ECO function which reduces the transmitted power and energy consumption when switched on. This feature is set to Off by default.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Set Base and press Select.
3. Scroll $\boldsymbol{\nabla}$ to ECO Mode and press Select.
4. ECO is highlighted, press Select.
5. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to Off or $\operatorname{On}$ and press Select to confirm.
6. Press to return to standby.

### 9.9 To switch ECO PLUS on / off

When ECO PLUS is activated and the unit has been idle for 1 minute the transmitted power between the handset and the base will stop, an incoming call or pressing any key will activate the unit and it will revert back to the normal mode.

This feature is set to Off by default.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Settings and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Set Base and press Select.
3. Scroll $\boldsymbol{\nabla}$ to ECO Mode and press Select.
4. Press $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to ECO PLUS, press Select.
5. Press $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to highlight Off or On then press Select.
6. Press $\dot{b}$ to return to standby.

## NOTES

When ECO is set to on, the - Ill icon is replaced with power will be reduced.
When ECO PLUS is set to On
will be displayed.

| 9.10 Default settings |  |
| :--- | :--- |
| Handset Name | HANDSET |
| Key tone | On |
| Auto pick up | Off |
| Ringer melody | (EXT) Melody 3 |
| Ringer melody | (INT) Melody 1 |
| Ringer volume | 3 |
| Earpiece volume | 2 |
| Phonebook | Unchanged |
| Call list | Unchanged |
| Redial list | 0000 |
| Master PIN | Off |
| Keypad lock | 24 hours |
| Time format | Off |
| Alarm | Recall 2 (600ms) |
| Recall Mode | Tone |
| Dial mode |  |

## 10. Registration

Up to 11 handsets can be registered to one base station. Additional handsets must be registered to the base before you can use them.

- The instructions described below apply specifically to the handset of this model If you wish to register another manufacturer's handset, the instructions may vary. In this case, please refer to the instruction manual of the additional handset.
- The System PIN is required to register or de-register handsets. The default PIN is 0000.


### 10.1 To register a handset

On the base:

1. Press and hold (01)) until the base emits a double beep. The base will remain in registration mode for 90 seconds.
On the handset:
2. If the handset is new, the display shows Please register. Press Reg.
3. Display shows Press and Hold Base Find Key.
4. Press OK, display shows Searching Base X. If the system PIN is 0000 (default) the handset will automatically register, if the PIN has been changed enter the system PIN and press OK.
5. When registration is complete, the display shows Handset Registered.

Or
If the handset has already been registered to another base, the standby display is shown. Press Menu, scroll $\boldsymbol{\nabla}$ to Registration and press Select.
5. Register HS is highlighted. Press Select.
6. Bases are displayed. If necessary, scroll $\mathbf{\Delta}$ or $\boldsymbol{\nabla}$ to a new base you wish to register the O2 handset to and press Select.
7. If you are replacing a base that is already indicating In Use, when you press Select the display shows Replace Base X? Press Yes.
8. The display shows Searching Base X . If the system PIN is 0000 (default) the handset will automatically register, if the PIN has been changed, enter the system PIN and press ОК.

## NOTE

If registration is not successful the first time, please repeat the process again in case the base registration period ran out of time.
If there are already 11 handsets registered to the base, registration will fail. You must deregister a handset before you can register a new one.

### 10.2 To select a base

You can register the handset with up to 4 bases. Once registered, you can switch between bases, for example, bases at home and at work.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Registration and press Select.
2. Scroll $\boldsymbol{\nabla}$ to Select Base and press Select.
3. All the base numbers are displayed.
(In use) is shown beside the base number where the handset was previously registered to. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the base you want and press Select.
4. The display shows Searching Base X.... When registration is complete, the handset returns to standby mode.

### 10.3 To de-register a handset

Use one handset to de-register another. You cannot de-register the handset that you are using.

1. Press Menu, scroll $\boldsymbol{\nabla}$ to Registration and press Select.
2. Scroll $\boldsymbol{\nabla}$ to De-register and press Select.
3. Enter the System PIN and press OK. (default setting $=0000$ )
4. Scroll $\boldsymbol{\Delta}$ or $\boldsymbol{\nabla}$ to the handset you want to de-register and press Select.
5. Press Yes to confirm or No to cancel.
6. Press to return to standby mode.

## 11. Help

## The $\mathrm{m}_{\text {r }}$ icon is not scrolling during charge

- Bad battery contact - Adjust the handset slightly on the cradle.
- Battery is full - no need to charge.


## No dialling tone

- No power - check the connections. Reset the phone: unplug and plug back in the mains.
- Batteries are empty - charge the batteries for at least 24 hours.
- You are too far from the base - move closer to the base.
- Wrong line cable - use the line cable provided.
- Line adaptor (when needed) is not connected to the line cord - connect the line adaptor (when needed) to the line cord.


## Poor audio quality

- The base is too close to electrical appliances, reinforced concrete walls or metal doorframes - move the base at least one metre away from any electrical appliances.


## The ..Il icon is blinking

- Handset is not registered to the base - register the handset to the base.
- You are too far from the base - move closer to the base.


## No ring tone

- The ring tone is deactivated.
- Increase the volume.
- Caller ID service does not work
- Check your subscription with your network operator.


## A phonebook entry cannot be stored

- The phonebook is full. Delete an entry to free memory.


## No display

- Try recharging or replacing the batteries.
- Try disconnecting and connecting the base power supply.
- If LED is not lit up, then try disconnecting and connecting the base power supply.


## Unable to register another handset

- Maximum number of 11 handsets has been reached.
- The display shows Searching.... You must unregister a handset in order to register a new one.


## Noise interference on your radio or television

- Your base or charger may be too close. Move it as far away as possible.


## 12. General information

## IMPORTANT

This equipment is not designed for making emergency telephone calls when the power fails. Alternative arrangements should be made for access to emergency services.

This product is intended for connection to analogue public switched telephone networks and private switchboards in Singapore.

## Important safety instructions

Follow these safety precautions when using your phone to reduce the risk of fire, electric shock, and injury to persons or property:

- Keep all slits and openings of the phone unblocked. Do not set the phone on a heating register or over a radiator. Ensure that proper ventilation is provided at the installation site.
- Do not allow anything to rest on the power cord. Place the power cord so that it will not be walked on.
- Never insert objects of any kind into the product vents as that may result in fire or electric shock.
- Unplug this product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning.
- Do not disassemble this product. If service or repair work is required, contact the customer service helpline found in this user's Guide.
- Do not overload wall outlets and extension cords.
- Avoid using during an electrical storm. Use a surge protector to protect the equipment.
- Do not use this phone to report a gas leak, especially if you are in the vicinity of the gas line.


## CAUTION

To reduce the risk of fire, use only the supplied power adaptor.

## Unplug this cordless phone immediately from an outlet if:

- The power cord or plug is damaged or frayed.
- Liquid has been spilled on the product.
- The product has been exposed to rain or water. Do not retrieve the handset or base until after you have unplugged the power and phone from the wall. Then retrieve the unit by the unplugged cords.
- The product has been dropped or the cabinet has been damaged.
- The product exhibits a distinct change in performance.


## Installation Guidelines

- Read and understand all instructions and save them for future reference.
- Follow all warnings and instructions marked on the product.
- Do not install this product near a bath tub, sink, or shower.
- Operate this phone using only the power source that is indicated on the marking label. If you are unsure of the power supply to your home, consult with your dealer or local power company.
- Do not place this product on an unstable cart, stand, or table. This product may fall, causing serious damage to the product.
- Adjust only those controls that are covered by the operating instructions. Improper adjustment of other controls may result in damage and will often require extensive work to restore the product to normal operation.
- Clean this product with a soft, damp cloth. Do not use chemicals or cleaning agents to clean this phone.
- Use only the power supply that came with this unit. Using other power supplies may damage the unit.
- Because this phone operates on electricity, you should have at least one phone in your home that could operate without electricity in the case the power in your home goes out.
- To avoid interference to nearby appliances, do not place the base of the phone on or near a TV, microwave oven, or VCR.


## Battery Safety Instructions

- Do not burn, disassemble, mutilate, or puncture the battery. The battery contains toxic materials that could be released, resulting in injury.


## CAUTION

There is a risk of explosion if you replace the battery with an incorrect battery type. Use only the battery pack that came with your phone or an authorized replacement recommended by the manufacturer.

- Keep battery packs out of the reach of children.
- Do not dispose of battery packs in fire, which could result in explosion.
- The rechargeable battery packs that power this product must be disposed of properly and may need to be recycled. Refer to your battery's label for battery type. Contact your local recycling center for proper disposal methods.


## SAVE THESE INSTRUCTIONS

## Cleaning

- Clean the handset and base (or charger) with a damp (not wet) cloth, or an anti-static wipe.
- Never use household polish as this will damage the product. Never use a dry cloth as this may cause a static shock.


## Environmental

- Do not expose to direct sunlight.
- The handset may become warm when the batteries are being charged or during prolonged periods of use. This is normal. However, we recommend that to avoid damage you do not place the product on antique/veneered wood.
- Do not stand your product on carpets or other surfaces which generate fibres, or place it in locations preventing the free flow of air over its surfaces.
- Do not submerge your products base or charging unit in water and do not connect them in damp or humid conditions, such as bathrooms.
- Do not expose your product to fire, explosive or other hazardous conditions.
- There is a slight chance your phone could be damaged by an electrical storm. We recommend that you unplug the power and telephone line cord during an electrical storm.


## Product disposal instructions

- European Union (EU) Waste of Electrical and Electronic Equipment (WEEE) directive The European Union's WEEE directive requires that products sold into EU countries must have the crossed out trashbin label on the product (or the package in some cases). As defined by the WEEE directive, this crossed-out trashbin label means that customers and end-users in EU countries should not dispose of electronic and electrical equipment or accessories in household waste. Customers or end-users in EU countries should contact their local equipment supplier representative or service centre for information about the waste collection system in their country.
- The Waste of Electrical and Electronic Equipment (WEEE) Directive (2002/96/ EC) has been put in place to recycle products using best available recovery and recycling techniques to minimize the impact on the environment, treat any hazardous substances and avoid the increasing landfill.


## Product disposal instructions for residential users

When you have no further use for it, please remove any batteries and dispose of them and the product per your local authority's recycling processes. For more information please contact your local authority or the retailer where the product was purchased.

## Product disposal instructions for business users

Business users should contact their suppliers and check the terms and conditions of the purchase contract and ensure that this product is not mixed with other commercial waste for disposal.

## Consumer Products and Accessories Warranty

Thank you for purchasing this Motorola branded product manufactured under license by Suncorp Technologies Limited, 2/F, Shui On Centre, 6-8 Harbour Road, Hong Kong. ("SUNCORP")

## What Does this Warranty Cover?

Subject to the exclusions contained below, SUNCORP warrants that this Motorola branded product ("Product") or certified accessory ("Accessory") sold for use with this product that it manufactured to be free from defects in materials and workmanship under normal
consumer usage for the period outlined below. This Limited Warranty is your exclusive warranty and is not transferable.

## Who is covered?

This warranty extends only to the first consumer purchaser, and is not transferable.

## What will SUNCORP do?

SUNCORP or its authorized distributor at its option and within a commercially reasonable time, will at no charge repair or replace any Products or Accessories that does not conform to this limited warranty. We may use functionally equivalent reconditioned/ refurbished/ pre-owned or new Products, Accessories or parts.

## What Other Limitations Are There?

ANY IMPLIED WARRANTIES, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, SHALL BE LIMITED TO THE DURATION OF THIS LIMITED WARRANTY, OTHERWISE THE REPAIR OR REPLACEMENT PROVIDED UNDER THIS EXPRESS LIMITED WARRANTY IS THE EXCLUSIVE REMEDY OF THE CONSUMER, AND IS PROVIDED IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OF IMPLIED. IN NO EVENT SHALL MOTOROLA OR SUNCORP BE LIABLE, WHETHER IN CONTRACT OR TORT (INCLUDING NEGLIGENCE) FOR DAMAGES IN EXCESS OF THE PURCHASE PRICE OF THE PRODUCT OR ACCESSORY, OR FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, OR LOSS OF REVENUE OR PROFITS, LOSS OF BUSINESS, LOSS OF INFORMATION OR OTHER FINANCIAL LOSS ARISING OUT OF OR IN CONNECTION WITH THE ABILITY OR INABILITYTO USE THE PRODUCTS OR ACCESSORIES TO THE FULL EXTENT THESE DAMAGES MAY BE DISCLAIMED BY LAW.
Some jurisdictions do not allow the limitation or exclusion of incidental or consequential damages, or limitation on the length of an implied warranty, so the above limitations or exclusions may not apply to you. This warranty gives you specific legal rights, and you may also have other rights that vary from one jurisdiction to another.

| Products Covered | Length of Coverage |
| :--- | :--- |
| Consumer Products | One (1) year from the date of the products <br> original purchase by the first consumer <br> purchaser of the product. |
| Consumer Accessories (battery, <br> power supply(s) and line cords) | Ninety (90) days from the date of the <br> accessories original purchase by the first <br> consumer purchaser of the product. |
| Consumer Products and Accessories <br> that are Repaired or Replaced | The balance of the original warranty or for <br> ninety (90) days from the date returned to <br> the consumer, whichever is longer. |

## Exclusions

Normal Wear and Tear. Periodic maintenance, repair and replacement of parts due to normal wear and tear are excluded from coverage.

Batteries. Only batteries whose fully charged capacity falls below $80 \%$ of their rated capacity and batteries that leak are covered by this limited warranty.


#### Abstract

Abuse \& Misuse. Defects or damage that result from: (a) improper operation, storage, misuse or abuse, accident or neglect, such as physical damage (cracks, scratches, etc.) to the surface of the product resulting from misuse; (b) contact with liquid, water, rain, extreme humidity or heavy perspiration, sand, dirt or the like, extreme heat, or food; (c) use of the Products or Accessories for commercial purposes or subjecting the Product or Accessory to abnormal usage or conditions; or (d) other acts which are not the fault of Motorola or SUNCORP, are excluded from coverage.


Use of Non-Motorola branded Products and Accessories. Defects or damage that result from the use of Non-Motorola branded or certified Products or Accessories or other peripheral equipment are excluded from coverage.
Unauthorized Service or Modification. Defects or damages resulting from service, testing, adjustment, installation, maintenance, alteration, or modification in any way by someone other than Motorola, SUNCORP or its authorized service centers, are excluded from coverage.
Altered Products. Products or Accessories with (a) serial numbers or date tags that have been removed, altered or obliterated; (b) broken seals or that show evidence of tampering; (c) mismatched board serial numbers; or (d) nonconforming or non-Motorola branded housings, or parts, are excluded from coverage.
Communication Services. Defects, damages, or the failure of Products or Accessories due to any communication service or signal you may subscribe to or use with the Products or Accessories is excluded from coverage.

## How to Obtain Warranty Service or Other Information?

To obtain service or information, please call: (65) 68412668.
Email: support@alcom.com.sg
You will receive instructions on how to ship the Products or Accessories at your expense and risk, to a SUNCORP Authorized Repair Center.
To obtain service, you must include: (a) the Product or Accessory; (b) the original proof of purchase (receipt) which includes the date, place and seller of the Product; (c) if a warranty card was included in your box, a completed warranty card showing the serial number of the Product; (d) a written description of the problem; and, most importantly; (e) your address and telephone number.

## Technical Information

How many telephones can I have?
All items of telephone equipment have a Ringer Equivalence Number (REN), which is used to calculate the number of items which may be connected to any one telephone line. Your O 2 has a REN of 1 . A total REN of 4 is allowed. If the total REN of 4 is exceeded, the telephones may not ring. With different telephone types there is no guarantee of ringing, even when the REN is less than 4.
Any additional handsets and chargers that you register have a REN of 0 .

## R\&TTE

This product is intended for use within Europe for connection to the public telephone network and compatible switchboards.
This equipment complies with the essential requirements for the Radio Equipment and Telecommunications Terminal Equipment Directive 1999/5/EC including compliance with ICNIRP standard for electromagnetic energy exposure.

## Connecting to a switchboard

This product is intended for use within Singapore for connection to the public telephone network.

## Inserting a pause

With some switchboards, after dialling the access code you may have to wait for a moment while the switchboard picks up an outside line so you will need to enter a pause in the dialling sequence.
Press and hold to insert a pause (P) before entering the telephone number.
You may also need to enter a pause when storing international numbers or charge card numbers.

## Recall

You may need to use the recall function if you are connected to a switchboard/PABX (Private Automatic Branch Exchange), contact your PABX supplier for further information.

## 13. Wall mounting

## IMPORTANT

Before you wall-mount your O2, check that you are not drilling into any hidden wiring or pipes.
Before you drill, make sure the power and telephone line cables will reach the sockets.

1. Use the following templates to mark the drilling locations.

## 4.9 cm



- To wall-mount the base and charger respectively, drill two holes in the wall 4.9 cm apart horizontally using an 8 mm drill bit.


2. Insert the wall plugs if necessary, then insert the screws leaving about 5 mm protruding from the wall on which to hang the phone.

3. Slot the holes on the back of the base over the screw heads and gently pull the base/ charger down to make sure it is securely in place.
<This page has been intentionally left blank>

## Suncorp

## Declaration of Conformity (DoC)

Suncorp declares that the following products:

Brandname: Motorola
Type: O201, O202, O203 and O204
Descriptions: DECT phone without telephone answering machine (O20x) and their multi-handset versions.
to which this declaration related is in conformity with the essential requirements of the following directives of the Council of the European Communities:

- R\&TTE Directive (1999/5/EC)
- Ecodesign Directive (2009/125/EC)

The products are compliant with the following standards:

$$
\begin{array}{ll}
\text { Safety: } & \text { EN60950-1:2006+A11:2009+A1:2010+A12:2011+A2:2013 } \\
\text { EMC: } & \text { EN301489-1 v1.9.2 and EN301489-6 v1.3.1 } \\
\text { RF Spectrum: } & \text { EN301406 v2.1.1 } \\
\text { Ecodesign: } & \text { EC No 278/2009, } 6 \text { April 2009 }
\end{array}
$$

For and on behalf of Suncorp Technologies Limited,

Signature:
Printed name \& Position:
Date:
Place:


CW Cheung - Chief Technical Officer
November 24, 2014
2/F, Shui On Centre, 6-8 Harbour Road, Hong Kong

Manufactured, distributed or sold by Suncorp Technologies Ltd., official licensee for this product. MOTOROLA and the Stylized M Logo are trademarks or registered trademarks of Motorola Trademark Holdings, LLC. and are used under license. All other trademarks are the property of their respective owners. © 2015 Motorola Mobility LLC. All rights reserved.

Version 5 (SG)

