amplicom

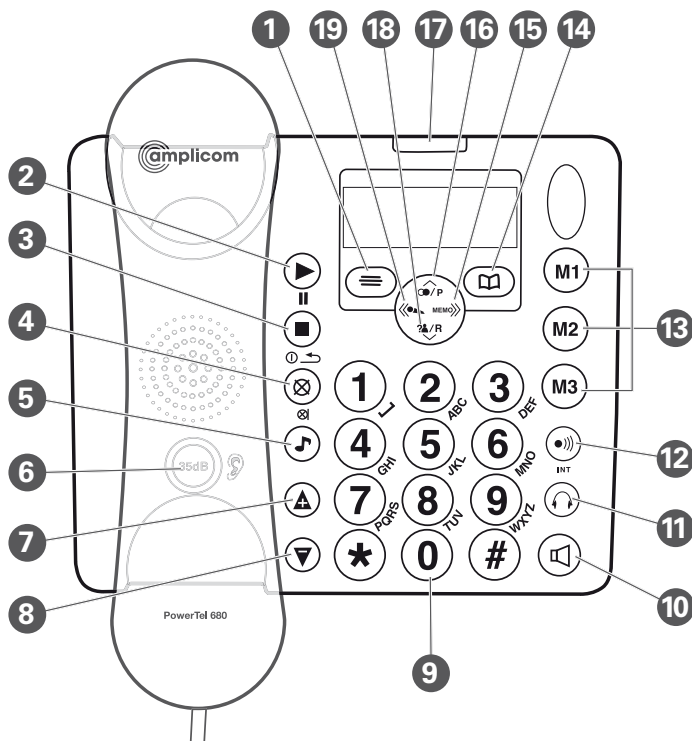# PowerTel
680

User Guide

# Corded phone base

1. Menu/OK
2. Play/Pause
3. Stop
4. Mute/Delete
5. Equaliser
6. 35dB Boost (under handset)
7. Volume up
8. Volume down
9. Keypad
10. Handsfree
11. Headset
12. Find handset/Intercom/Registration
13. Quick dial memories/User profiles
14. Phonebook
15. Fast forward/Memo
16. Up/Redial/Pause
17. Incoming call light/New messages received
18. Down/Calls list/Recall
19. Rewind/OGM

Cordless handset and charger base
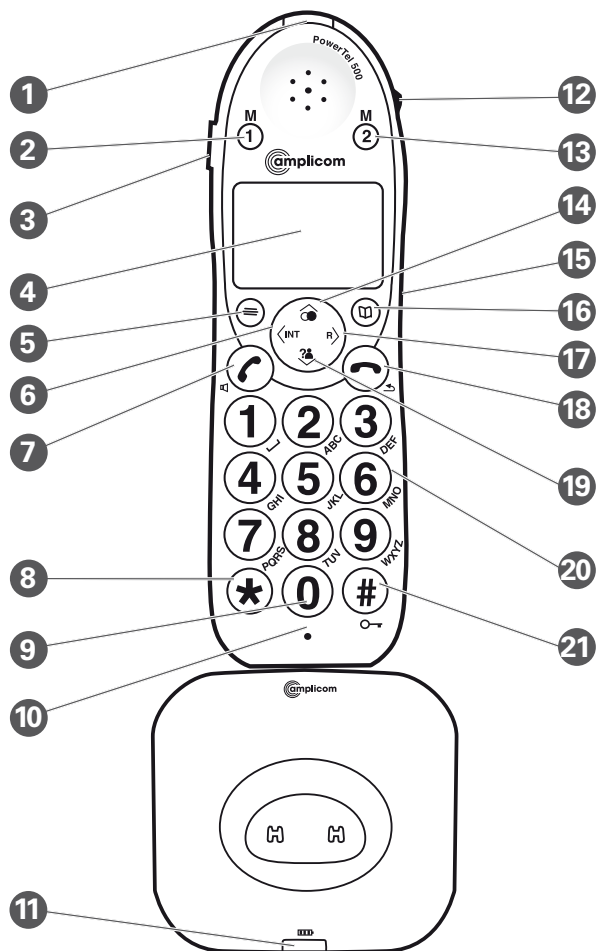
1. Incoming call light
2. Memory 1
3. 35dB Boost
4. Display
5. Enter Menu/ Mute/Delete
6. Internal call
7. External call/ Handsfree
8. ✳/Ringer on/off
9. Pause (long press 0)
10. Microphone
11. Charging

12. Volume up/down
13. Memory 2
14. Up/Redial
15. Headset socket (Headset not included)
16. Phonebook/ Save/OK
17. Recall
18. End call
19. Down/Calls list/ Equaliser
20. Keypad
21. #/Keylock

Helpline 0844 800 6503 (See page 108 for costs and hours of operation)

Wrist shaker
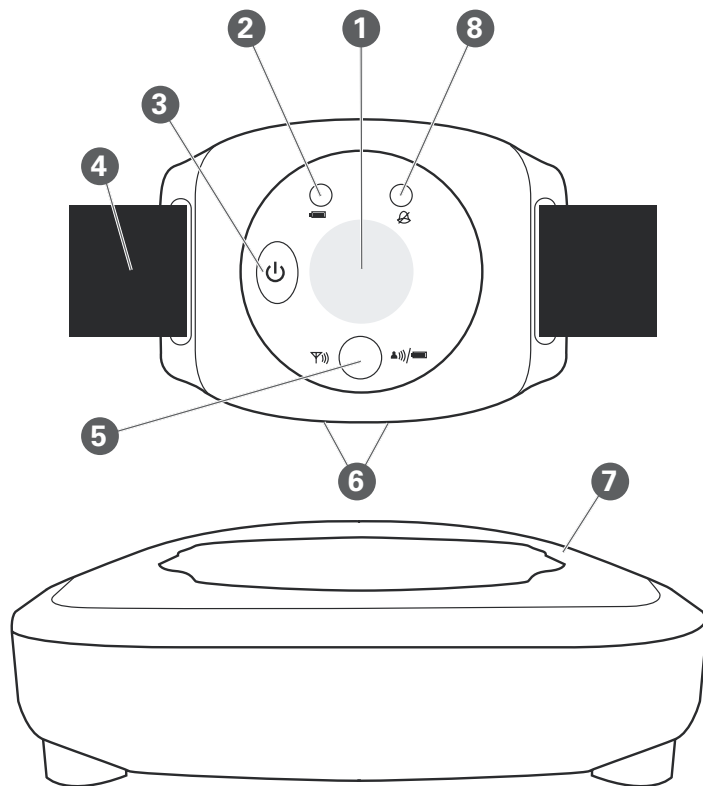
1 Emergency button
Note: Can only be used with the PowerTel 680 telephone

2 Battery charging red light

3 Power on/off

4 Wrist strap

5 Registration mode/ Out of range/Low battery 2 colour green or red light

6 Charging contacts

7 Charging unit

8 Incoming call green light

Helpline 0844 800 6503 (See page 108 for costs and hours of operation) 3

CONTENTS

CONTENTS

Getting started

Getting started

Important: please make sure you've read the safety information on page 112 before you set up your phone system.

Check box contents

You should have:

- 1 corded phone base (includes handset and answering machine base)
- 1 cordless handset
- 1 battery cover
- 1 charger base (for cordless handset)
- 2 power adapters (one's already attached to your charger base)
- 1 telephone cable
- 2 rechargeable AAA 1.2V 800mAh NiMH batteries
- 1 wrist shaker with a wrist strap attached
- 1 charger unit for the wrist shaker (with power adapter plug attached)

Important: use only the power adapters, telephone line cord and batteries supplied with your PowerTel 680 otherwise your phone may not work.

Set up your phone system in four simple steps

1 Connect your corded phone base

i. Plug the power adapter (the one with nothing attached to it) into the back of your corded phone base and the other end into the mains power wall socket and switch on.

ii. Plug the telephone cable into the back of your corded phone base and the other end into the phone wall socket.

iii. Plug one end of the handset cable into the handset and the other end into the side of the base.
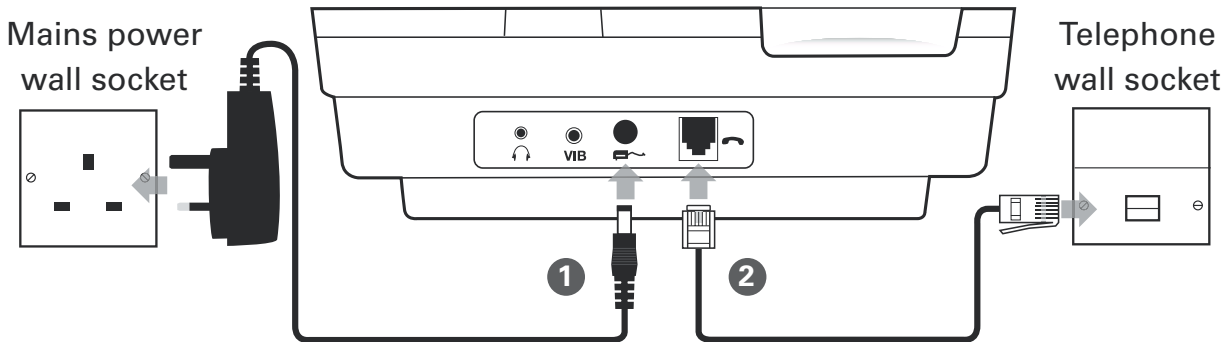
Mains power wall socket

Telephone wall socket

Important: use only the power adapters, telephone line cord and batteries supplied with your PowerTel 680 otherwise your phone may not work.

2 Connect your charger base

Plug the other power adapter that's already attached to your charger base into your mains power wall socket and switch the power on.
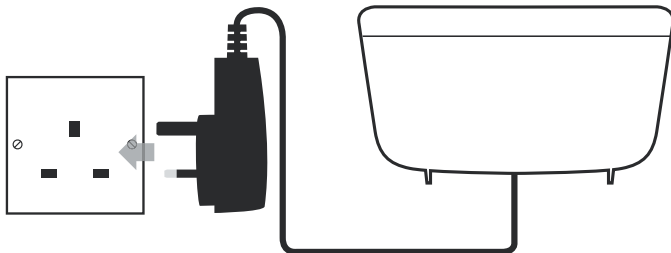
3 Install your batteries

i. Insert your two rechargeable batteries into your handset. Make sure they're the right way round so '+' lines up with '+'.

ii. Replace your handset's battery compartment cover.

4 Charge your cordless handset

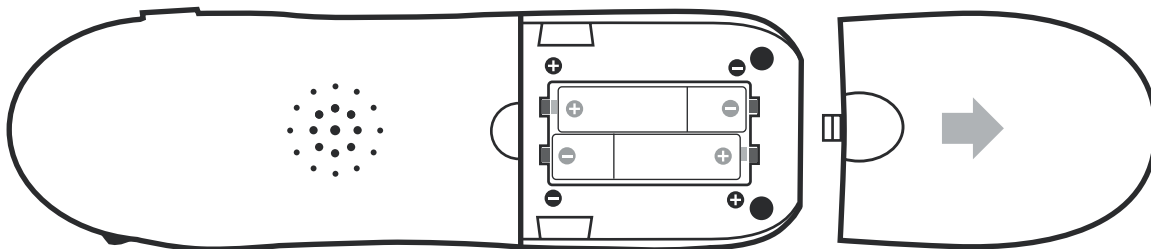So it can charge fully, place your handset on its charger base for at least 15 hours (make sure the power socket is switched on!).

Important: only use the rechargeable 800mAh NiMH batteries supplied. Over time if you need to replace the batteries make sure they are of the same type as those supplied. Never use Alkaline batteries.

Private exchanges: if your phone is going to use a private exchange (for example, if you have to dial '9' to get an outside line, please follow the steps on page 103).

Connecting and charging your wrist shaker

Important: use only the power adapter supplied otherwise your wrist shaker may not work.

1 Position your charger unit

Make sure your charger unit:

- is on a dry, flat and stable surface
- isn't a trip hazard with its power cable
- is at least one metre from other electrical appliances

2 Plug in the charger unit

Plug your charger unit into your power supply. And switch on at the socket.

3 Place the wrist shaker in the charger unit

When you place your wrist shaker on its charger unit, make sure its two connection points are facing down into the unit. You'll know your wrist shaker is charging properly when you see a red light on it.

So it can charge fully, your wrist shaker needs to charge for at least 10 hours before you can use it. (make sure the power socket is switched on!).


Mains power wall socket
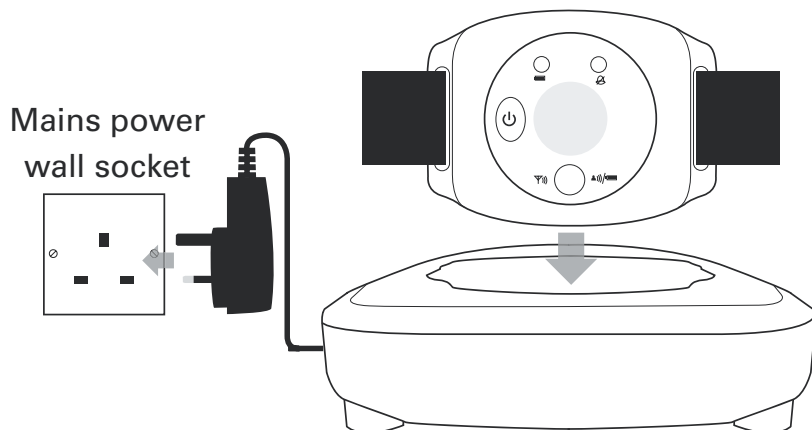
Note: when fully charged, your wrist shaker's battery should last five days. The larger red light will flash slowly when the battery is low and you will need to charge it for about another ten hours.

4 Switch your wrist shaker on

Press and hold the ⏻ button for about five seconds. You'll see the green light with the warning triangle come on.

Note: if the light flashes green then red it means your wrist shaker either isn't registered or is out of range. Move closer to your PowerTel telephone to ensure you are within range. If the light still flashes, see page 100 for registration instructions.

Power on/off button
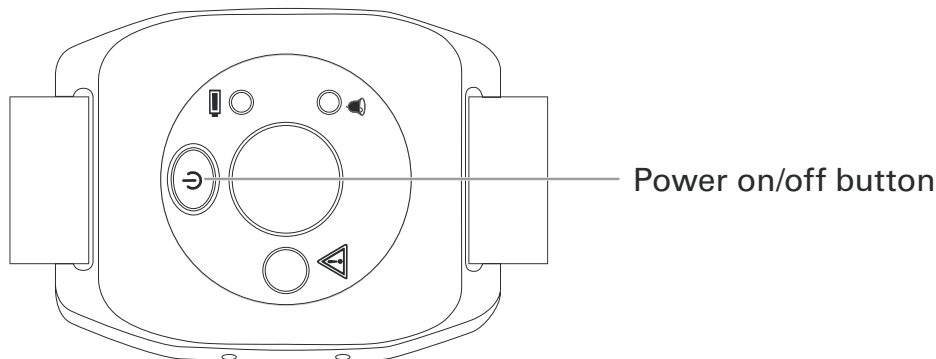
To switch your wrist shaker off, press and hold the ⏻ button for about five seconds. The green light will go off.

5 Turn on SOS Motor feature

You need to turn on the SOS Motor feature on your telephone for your wrist shaker to vibrate when you receive an incoming call.

i. At the corded phone base, press the left hand button under the display ⊜.

ii. Press ⊙/P on the large central round button to scroll to **SOS Motor** and press the ⊜ button again.

iii. Use the ⊙/P or **?⚑/R** buttons to scroll to **On** and press the ⊜ button again. **Saved** is displayed.

Wrist strap

The wrist strap comes pre-attached to the wrist shaker but if you need to re-attach or adjust it please follow these instructions:

Thread the wrist strap through the slot on one side of the wrist shaker (front to back), around the back and then through the other slot (back to front), just like you would with a wrist watch.

You can now wear your wrist shaker and tighten comfortably with the velcro fastening.

Your telephones and wrist shaker are now ready for use!

Corded phone base display icons explained

The following icons appear in your corded base display to indicate:

📖 Phone book mode

♪ Ringer off

🔊 Handsfree mode

📞 Call in progress

👂 Boost receiver volume is on (Icon will flash)

⊗ Handset microphone is muted

👥 You have new calls

((📱)) Internal call in progress

Cordless handset display icons explained

The following icons appear in your cordless handset display to indicate:

Menu

Confirm / OK

Phone book mode

There is more information to view on the left

There is more information to view on the right

Battery status

Ringer off

Keylock is on

Handsfree mode

Call in progress

Boost receiver volume is on (Icon will flash)

Handset microphone is muted

You have new calls

Answering machine is on

Answering machine is off

When steady, the handset is in range of the phone base

When flashing, the handset is out of range of the phone base

Internal call in progress

Phone menu guide

Use this section to find your way around the menu displays on **both** of your phones.

How to use your phone menu display

When you've set up your phones and everything's connected, use your menu display to do things with your phone – from making and receiving calls to setting up user profiles and saving phone numbers.

Basic guide

Open main menu: press ⬯≡ (corded phone) or ≡ (cordless handset).

Browse sub menu: open your main menu and then press ⬠/P or ?▲/R.

Select sub menu item: scroll using ⬠/P or ?▲/R until the item you're looking for is highlighted and then press ⬯≡ (corded phone) or 🕮 (cordless handset).

Browse a function: open your sub menu and then press ⬠/P or ?▲/R.

Select a function: scroll using ⌒⊙/P or ?▲/R until the function you're looking for is highlighted and then press (≡) (corded phone) or (📖) (cordless handset).

Enter digits or letters: use your keypad.

Confirm or save an entry or action: press (≡) (corded phone) or (📖) (cordless handset).

Cancel and return to standby: press 🔲 (corded phone) or (☎) (cordless handset).

Note: if you don't do anything, you phone will automatically go on standby after 20 seconds.

Helpline 0844 800 6503 (See page 108 for costs and hours of operation)

Making and receiving calls

Making and receiving calls

Make a call using your corded phone

As you enter each number to be dialled it will be announced to you. For this feature to work you must have the Read number feature set to On, see page 45.

1. Enter the number you wish to call using your base keypad.

2. If you make a mistake, press ⊗ to delete the last digit.

3. Dial the number by picking up the handset or pressing ◁).

4. End your call by putting the handset back in its cradle.

Make a call using your cordless handset

1. Enter the number you wish to call using your handset's keypad.

2. If you make a mistake, press ≡ to delete it.

3. Dial the number by pressing 📞.

4. End your call by pressing ☎.

End a call

Simply put the handset in its base cradle if you're using your corded phone or press ☎ on the cordless handset.

Take a call

Simply lift the handset or press (◁) if you're using the corded phone or press (📞) on the cordless handset.

Redial a number using your corded phone base

Your corded phone stores the last five numbers you've dialled (max. 24 digits each).

1. Open the redial list by pressing ⌒⊙/P.

2. Scroll through the redial list using the ⌒⊙/P or ?👤/R buttons until the

    number you wish to redial is highlighted. To dial the number simply lift the

    handset or press (◁) to dial in handsfree mode.

Note: each phone number will be announced as you scroll through the redial list provided the Read Number feature is enabled. See page 45, "Read number" for details.

Redial a number using your cordless handset

Your cordless handset stores the last ten numbers you've dialled
(max. 24 digits each).

1. Open the redial list by pressing ⌃●.

2. Scroll through the redial list using ⌃● or 👤 until the number you wish to

    redial is highlighted and then press 📞 to dial the number.

Call back a previous caller

Your phone stores the last 30 incoming calls.

1. Open the incoming calls list by pressing **👤/R** (corded phone) or

    👤 (cordless phone).

2. Scroll to find the number you want to call back using ⌃●/P or **👤/R** then

    lift your corded handset or press 📞 on the cordless handset.

**Note: each phone number will be announced as you scroll through
the incoming calls list provided the Read Number feature is enabled.
See page 45, "Read number" for details.**

Dial a number in your phone book

To store a phone number in your phone book, see page 49 (corded phone) or page 75 (cordless handset).

1. Open your phone book by pressing $\textcircled{\scriptsize{\text{口}}}$ (cordless handset) or

   $\boxed{\text{口}}$ (corded phone).

2. Scroll to find your number using $\overset{\frown}{\bullet}/\mathbf{P}$ or $\overset{?\clubsuit/\mathbf{R}}{\vee}$ then lift your handset or

   press $\textcircled{\scriptsize{\mathcal{C}}}$ on the cordless handset.

Note: each phone number will be announced as you scroll through your phone book provided the Read Number feature is enabled. See page 45, "Read number" for details.

Dial a number using the quick dial buttons

To store phone numbers under your quick dial memory buttons, see page 53 (corded phone) or page 78 (cordless handset).

1. Choose your quick dial number by pressing $\textcircled{\scriptsize{\text{M1}}}$, $\textcircled{\scriptsize{\text{M2}}}$ or $\textcircled{\scriptsize{\text{M3}}}$ on the corded phone or $\overset{\mathbf{M}}{\textcircled{1}}$ or $\overset{\mathbf{M}}{\textcircled{2}}$ on the cordless handset.

2. Lift your corded phone handset or press $\textcircled{\scriptsize{\mathcal{C}}}$ on the cordless handset.

Note: the quick dial number you've selected will be announced when you press the quick dial button provided the Read Number feature is enabled. See page 45, "Read number" for details.

Adjust the corded phone earpiece volume

Your handset earpiece volume is louder than a standard phone. But you can still increase or decrease the volume to suit you.

To adjust the volume while you're making a call, press (▲) or (▼).

Adjust the cordless handset earpiece volume

Your handset earpiece volume is louder than a standard phone. But you can still increase or decrease the volume to suit you.

To adjust the volume while you're making a call, push the button on the side of the handset up or down.

Boost the handset earpiece volume

To boost the handset earpiece volume while you're making a call, press 👂 (35dB) (cordless phone) or (35dB) (corded phone). An image of an ear will flash in the display to show that boost is on.

Handsfree feature

Use the handsfree feature to talk to your caller without holding the handset or to let other people in the room listen to the conversation.

Use handsfree calling on your corded phone

To switch handsfree mode on and off, simply press $\left(\square\!\!\!)\right)$.

To adjust handsfree volume, press $\left(\triangle\right)$ or $\left(\blacktriangledown\right)$ (there are 5 levels).

Use handsfree calling on your cordless handset

1. Switch on handsfree mode by pressing the $\left(\mathcal{C}\right)$ key twice.

2. Exit handsfree mode by pressing $\left(\mathcal{C}\right)$.

3. To adjust the handsfree volume, use the switch on the right of the handset or the 👁 or 👤 buttons.

Note: you can't boost volume using 👂 35dB when using handsfree calling.

Adjust the tone on the corded phone base only

To adjust the tone while you're making a call, press $\left(\mathcal{J}\right)$ then use the 《● or MEMO》 buttons until it's right for you.

Note: adjusting the tone can affect volume level – you may need to adjust the volume level after you've adjusted the tone.

See call length

You can see call time on your display.

Use a headset (not included) with the corded phone

Simply plug your headset into the headset socket marked 🎧 on the back of the base and press the 🎧 button.

Use a headset (not included) with the cordless handset

Simply plug your headset into the headset socket marked 🎧 on the right side of the handset.

Mute

During a call you can mute the microphone so your caller cannot hear you.

Mute the microphone on the corded phone

To switch off the microphone, simply press ⊗. **Mute** will be displayed.

To switch it on again, simply press ⊗ again. The display will show **Unmute**.

Mute the microphone on the cordless handset

To switch off the microphone, simply press ≡. **Mute On** will be displayed.

To switch it on again, simply press ≡ again. The display will show **Off**.

Switch the cordless handset ringer on and off only

To switch the ringer on and off, simply press and hold $\left(\bigstar\right)$ for a couple of seconds.

Lock and unlock the cordless handset keypad

You can still answer calls as usual when your keypad is locked.

To lock the keypad, press and hold $\left(\#\right)$ for 2 seconds. The 🔒 icon will be displayed. To unlock, press and release $\left(\equiv\right)$ then immediately, press and release $\left(\#\right)$.

Make an internal call

Your corded phone base has an internal call number **HS0**, and your cordless handset **HS1**. You can make internal calls between the two handsets. These calls are free of charge.

1. Press and hold 📶 (corded phone) or ‹INT (cordless handset). The display will show **Handset?** Enter the internal call number of the handset you want to call, e.g. **1** (to call the cordless phone) or **0** (to call the corded phone).
2. To accept the call on the receiving handset, press $\left(\mathcal{C}\right)$.
3. End your call by putting the handset in its base cradle or pressing $\left(\frown\right)$ on the cordless handset.

Transfer an external call internally

1. During your external call, press and hold either ⊙ (corded phone) or ⟨**INT** (cordless handset) until a short beep is heard, then enter the internal call number of the handset you want to transfer the call to e.g. **1** (to call the cordless phone) or **0** (to call the corded phone).
2. To accept the call on the receiving handset, press ⊙.

Note: if no one picks up the call you're trying to transfer, you can take the call back on your phone by pressing ⊙ or ⟨INT .

Make a conference call using the corded phone

It's easy to hold a conference call between one external and two internal callers.

1. During your external call, press and hold ⊙ until a short beep is heard, then enter the internal call number of the handset you want to transfer the call to e.g. **1** (to call cordless Handset 1).
2. To accept the call on the receiveing handset, press ⊙.
3. Once the call has been received on the other handset that you've dialled, activate your conference call by pressing and holding ⊙ for 2 seconds.
4. You can put the external call on hold by pressing ⊙.
5. The conference call will end when you put the handset back in its cradle.

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Make a conference call using the cordless handset

1. During your external call, press and hold $\langle$**INT** until a short beep is heard, then enter the internal call number of the handset you want to transfer the call to e.g. **2** (to call cordless Handset 2 – if you have more than one cordless handset on the system) or **0** (to call the corded phone).

2. To accept the call on the receiving handset, press $(\mathcal{C})$.

3. Once the call has been received on the other handset that you've dialled, activate your conference call by pressing (ⅲ) and then releasing the (ⅲ) button.

4. You can put the external call on hold by pressing $\langle$**INT**.

5. The conference call will end when you press $(\frown)$.

Register a handset

You only need to register a handset if it has become de-registered from the base or if you've purchased a new handset separately.

Important: make sure any handset you're registering is fully charged before you try to register it.

At the cordless handset:

1. Press and hold $(\equiv)$ for approx 10 seconds until the display shows **Press and hold Page key**.

At the base:

2. Press and hold ⊙ for at least 10 seconds until the display shows **Register**.

Deregister a handset

You may need to deregister a handset if you've too many registered on your phone system, or if the handset develops a fault and needs to be replaced.

To deregister a handset using the base corded phone

1. Open your menu by pressing (≡), then scroll using ⊙/P or ?▲/R until you highlight **Remove HS** and press (≡).

2. Enter the PIN code and press (≡).

3. Enter the handset's internal number (e.g. **1**) and press (≡).

To deregister a handset using the cordless phone

1. Open your menu by pressing (≡), then scroll using ⊙ or ?▲ until you highlight **Handset** and press (📖).

2. Scroll using ⊙ or ?▲ until you highlight **Registration**, and press (📖). Then scroll ⊙ to highlight **De-register** and press (📖).

3. Enter the PIN code (default PIN 0000) and press (📖).

4. Enter the handset's internal number (e.g. **1**) and press (📖) to confirm.

Power failure – what to do

If your mains power fails, you can still use your corded phone to make and receive calls – though the incoming call light won't work, your caller's details won't be stored, and the display will only show when you lift the handset.

You can still also:

- View and dial numbers using your phone book or the (M1), (M2) and (M3) keys
- Dial out using **Recall** (Flash) and pause
- Adjust the earpiece volume
- Mute the microphone

Helpline 0844 800 6503 (See page 108 for costs and hours of operation)

Using your menu – corded phone

Using your menu – corded phone

For information on your answering machine, please go to page 83.

For information on your phone book, please go to page 48.

Priority/Default Setting

If you are the main user of this telephone you should change the settings in the menu so that they are just right for you. These settings will be memorised automatically whenever you wish to make or answer a call.

The user profile feature can be used by others in the household whose preferences for volume, boost and equaliser will also be memorised and applied as indicated below.

User Profiles

You can store 3 different user profiles, each with different settings for the 'Volume', 'Boost' and 'Equaliser' features. You can also personalise each Profile by naming it (Max 10 letters).

Change the profile name

1. Open your menu by pressing (≡), then scroll using ⌒●/P or ?≛/R until you highlight **Profile** and press (≡).

2. Scroll using ⌒●/P or ?≛/R until you highlight **Profile 1, 2 or 3** and press (≡).

3. Scroll using ⌢/P or ?▲/R until you highlight **Name** and press ⊜ .

4. Delete the current name by pressing ⊗ .

5. Enter a new name (up to ten letters) and press ⊜ .

Change a profile's handset volume

You have a choice of five volume levels.

1. Open your menu by pressing ⊜ , then scroll using ⌢/P or ?▲/R until you highlight **Profile** and press ⊜ .

2. Scroll using ⌢/P or ?▲/R until you highlight **Profile 1, 2 or 3** and press ⊜ .

3. Scroll using ⌢/P or ?▲/R until you highlight **Volume** and press ⊜ .

4. You'll see the current volume level (e.g. **4**).

5. Change the volume level using ⌢/P or ?▲/R and press ⊜ .

Change a profile's boost setting

1. Open your menu by pressing (≡), then scroll using ⌒/P or ?⌒/R until you highlight **Profile** and press (≡).

2. Scroll using ⌒/P or ?⌒/R until you highlight **Profile 1, 2 or 3** and press (≡).

3. Scroll using ⌒/P or ?⌒/R until you highlight **Boost** and press (≡).

4. You'll see the current boost setting (i.e. **On** or **Off**).

5. Change the boost setting using ⌒/P or ?⌒/R and press (≡).

Change a profile's tone ('equaliser') setting

1. Open your menu by pressing (≡), then scroll using ⌒/P or ?⌒/R until you highlight **Profile** and press (≡).

2. Scroll using ⌒/P or ?⌒/R until you highlight **Profile 1, 2 or 3** and press (≡).

3. Scroll using ⌒/P or ?⌒/R until you highlight **Equaliser** and press (≡).

4. You'll see the current tone setting.

5. Change the tone setting using ⌒/P or ?⌒/R and press (≡).

Note: when you finish changing any profile settings, press ⊡ to put the base back to standby.

Choosing which profile to use

You need to use a handset to choose a profile to use for a call – you can't choose a profile using handsfree.

Before you answer an incoming call, press (M1), (M2) or (M3) – depending on which profile you want to use. The display will confirm your choice.

When you want to make a call and before you dial the number, press and hold (M1), (M2) or (M3) – depending on which profile you want to use. The display will confirm your choice.

Note: once you've selected a profile to use when making a call, you have about 30 seconds to dial the call under that profile before the system will return to its default settings.

Change ringer melody

You have a choice of ten ringer melodies.

1. Open your menu by pressing (≡), then scroll using ⌃/P or ?▲/R until you highlight **Ringer Tone** and press (≡).

2. Choose whether you want to use this melody for external or internal calls by scrolling ⌃/P or ?▲/R to highlight either **EXT Melody** or **INT Melody**, and press (≡).

3. You'll see the current settings (i.e. **Melody 8**).

4. Scroll using ⌃/P or ?▲/R until you highlight the ringer tone you want to use and press (≡).

Change ringer volume

You have a choice of five volume levels plus **Off**.

1. Open your menu by pressing (≡), then scroll using ⌃/P or ?▲/R until you highlight **Ringer Tone** and press (≡).

2. Scroll using ⌃/P or ?▲/R until you highlight **Volume** and press (≡).

3. You'll see the current volume level (e.g. **Ring Vol 5**).

4. Change the ringer volume using ⌒/P or ?▲/R and press ≡.

Switch key tone on or off

This is the tone you hear when you press a button.

1. Open your menu by pressing ≡, then scroll using ⌒/P or ?▲/R until

    you highlight **Key Tone** and press ≡.

2. You'll see the current key tone setting (i.e. **On** or **Off**).

3. Change the key tone on or off using ⌒/P or ?▲/R and press ≡.

Change display contrast

You have a choice of five screen contrast levels.

1. Open your menu by pressing ≡, then scroll using ⌒/P or ?▲/R until

    you highlight **Display** and press ≡.

2. Scroll using ⌒/P or ?▲/R until you highlight **Contrast** and press ≡.

3. You'll see the current contrast setting (e.g. **4**).

4. Change the contrast setting using ⌒/P or ?▲/R and press ≡.

Change display language

You have a choice of five languages to use on your handsets: **English**, **German**, **French**, **Spanish** and **Italian**.

1. Open your menu by pressing (≡), then scroll using ⌃●/P or **?▲/R** until you highlight **Display** and press (≡).

2. Scroll using ⌃●/P or **?▲/R** until you highlight **Language** and press (≡).

3. You'll see the current language setting (e.g. **English**).

4. Change the language setting using ⌃●/P or **?▲/R** and press (≡).

Remember boost

When this feature is set to **On** and you use the (35dB) button, the handset you're using will remember and use your last boost setting for each of your calls.

1. Open your menu by pressing (≡), then scroll using ⌃●/P or **?▲/R** until you highlight **Settings** and press (≡).

2. Scroll using ⌃●/P or **?▲/R** until you highlight **Boost Mem** and press (≡).

3. You'll see the current boost memory setting (e.g. **Off**).

4. Change the boost memory setting using ⌃●/P or **?▲/R** and press (≡).

Read number

When this feature is set to **On**: as you enter each number or press a quickdial button to make a call, or when you scroll through your phonebook entries, your redial list or calls list (if you subscribe to a Caller Display/Caller ID service) the telephone numbers will be announced to you. A quarterly fee may be payable for Caller Display/Caller ID, see page 55 for further information.

1. Open your menu by pressing (≡), then scroll using ⌃⏺/P or ?▲/R until you highlight **Settings** and press (≡).

2. Scroll using ⌃⏺/P or ?▲/R until you highlight **Read number** and press (≡).

3. You'll see the current read number setting (e.g. **On**).

4. Change the read number setting using ⌃⏺/P or ?▲/R and press (≡).

Change to upper or lower case

1. Open your menu by pressing (≡), then scroll using ⌃⏺/P or ?▲/R until you highlight **Settings** and press (≡).

2. Scroll using ⌃⏺/P or ?▲/R until you highlight **Change case** and press (≡).

3. You'll see the case setting (e.g. **ABC**).

4. Change the case setting using ⌃⏺/P or ?▲/R and press (≡).

For information on dial mode, please go to page 104.

For information on recall, please go to page 102.

Change System PIN

1. Open your menu by pressing (≡), then scroll using ⬡/**P** or **?▲/R** until you highlight **Settings** and press (≡).

2. Scroll using ⬡/**P** or **?▲/R** until you highlight **System PIN** and press (≡).

3. Enter your old PIN and press (≡).

4. Enter your new PIN and press (≡).

Change date/time

1. Open your menu by pressing (≡), then scroll using ⬡/**P** or **?▲/R** until you highlight **Time** and press (≡).

2. Scroll using ⬡/**P** or **?▲/R** until you highlight **Date & Time** and press (≡).

3. Enter the day, month and year and press (≡).

4. Enter the hours (your handset has a 24-hour clock) and press (≡).

Note: it's also possible to use the 《《●➤ **and** MEMO》》 **keys to move backward and forward to make changes.**

Change clock hours to 12- or 24-hour format display

1. Open your menu by pressing (≡), then scroll using ⌒◉/P or ?▲/R until you highlight **Time** and press (≡).

2. Scroll using ⌒◉/P or ?▲/R until you highlight **Format** and press (≡).

3. You'll see the current time format setting (e.g. **24 hour**).

4. Change the time format using ⌒◉/P or ?▲/R and press (≡).

Reset to default settings

You can easily reset your handset to its default settings.

Note: Your phone book, calls and redial lists and any answering machine messages will be deleted if you do this.

1. Open your menu by pressing (≡), then scroll using ⌒◉/P or ?▲/R until you highlight **Reset** and press (≡).

2. You'll see **Base Reset?** displayed, press (≡) to confirm or ⊙⏻ to cancel.

Using your phone book – corded phone

You can store, alphabetically, up to 200 names and their phone numbers in your phone book. To quickly find a phone book entry, simply enter the first letter of the name you've stored.

Note: each phone book entry allows for up to 16 letters for any name and up to 24 digits for any phone number.

Important: please remember to also enter the area code for each phone number you enter in your phone book

How to use the keypad when using your phone book

You'll see that the keys on your keypad have letters as well as numbers. If you press a chosen key a number of times it'll show you all the numbers and letters it represents.

Here are some keys you may find useful when entering names and phone numbers in your phone book:

- press $\left(\mathbf{1}\right)$ for a space

- press $\otimes$ to delete a number or letter you've entered

- press $\left(\mathbf{0}\right)$ or $\left(\mathbf{1}\right)$ for certain special characters

Note: to enter the same letter twice, simply enter the letter and then wait until the cursor moves to after the letter you've entered, before entering it again.

Enter a name and number in your phone book

1. Press and hold (📖) for about 2 seconds until the display shows **Enter Name** and a flashing cursor.

2. Enter the name you want to store using the keypad and press (≡).

3. Enter the phone number you want to store and press (≡).

4. Scroll using 👆 or 👇 to choose a ringer melody for this name and number and press (≡). The display will show **Saved**.

Edit a phone book entry

1. Press (📖).

2. Scroll using 👆 or 👇 to find the entry you want to edit.

3. Open options by pressing (≡) and then scroll using 👆 or 👇 until you highlight **Edit** and press (≡).

4. Edit the name using ⟨⟨●► or MEMO⟩⟩ to move the cursor and enter the new letters and press ⟨≡⟩.

5. Edit the phone number using ⟨⟨●► or MEMO⟩⟩ to move the cursor and enter the new digits and press ⟨≡⟩.

6. Scroll using ⌃● or ⌄● to choose a ringer melody for this name and number and press ⟨≡⟩. The display will show **Saved**.

Delete a phone book entry

1. Press ⟨📖⟩.

2. Scroll using ⌃● or ⌄● to find the entry you want to delete.

3. Open options by pressing ⟨≡⟩ and then scroll using ⌃● or ⌄● until you highlight **Delete** and press ⟨≡⟩.

4. You'll see **Delete?** on your display. Press ⟨≡⟩ to confirm the deletion or ⟨■⟩ to cancel.

Delete all phone book entries

1. Press $\left(\begin{array}{c}\square\end{array}\right)$.

2. Open options by pressing $\left(\begin{array}{c}\equiv\end{array}\right)$ and then scroll using ⌃ or ⌄ until you highlight **Delete All** and press $\left(\begin{array}{c}\equiv\end{array}\right)$.

3. You'll see **Delete All?** on your display. Press $\left(\begin{array}{c}\equiv\end{array}\right)$ to confirm the deletion or ⬛ to cancel.

Copy phone book entries to another handset

Note: you can only copy the phone book to another handset if that handset is registered on your phone system. See page 33.

It's easy to copy:

- a single entry (Copy entry)
- entries not already on the handset you're copying to (Copy append)
- all entries (Copy all)

Important: when you copy all entries to a handset, all existing entries will be deleted.

1. Press (📖).

2. Scroll using ▲ or ▼ to find the entry or entries you want to copy and press (≡).

3. Scroll using ▲ or ▼ to select either **Copy entry**, **Copy append** or **Copy all** and press (≡).

4. Select the handset you want to copy to (e.g. **HS2**) by pressing ⟪●➤ or **MEMO**⟫ and press (≡).

5. Pick up the handset you're copying entries to and press (📖).

Using your quick dial memory – corded phone

You can store a name (max. 16 characters) and telephone number (max. 24 digits) under each of the quick dial memory buttons: (M1), (M2) and (M3).

Store a quickdial name and number

1. Choose the quick dial button under which you want to store a name and number by pressing either (M1), (M2) and (M3).
2. Press (≡) twice.
3. Enter the name you want to store using the keypad and press (≡).
4. Enter the phone number you want to store and press (≡).
5. Scroll ⌒/P or ?▲/R to choose a ringer melody for this name and number and press (≡). The display shows **Saved**.

Edit a quick dial entry

1. Choose the quickdial entry you want to edit by pressing either (M1), (M2) or (M3).

2. Press (≡). **Edit** is displayed, press (≡) again.

3. Edit the name using ⟨⟨● or MEMO⟩⟩ to move the cursor and enter the new letters and press (≡).

4. Edit the phone number using ⟨⟨● or MEMO⟩⟩ to move the cursor and enter the new digits and press (≡).

5. Scroll using ⌃● or ?● to choose a ringer melody for this name and number and press (≡). The display will show **Saved**.

Delete a quick dial entry

1. Choose the quick dial entry you want to delete by pressing either (M1), (M2) or (M3).

2. Press (≡). Press **?●/R** to highlight **Delete** and press (≡).

3. You'll see **Delete?** on your display. Press (≡) to confirm or ⊗ to cancel.

Using your calls list – corded phone

Note: You must subscribe to your network provider's Caller Display/Caller ID service for this feature to work. A quarterly fee may be payable.

Incoming call telephone numbers should appear in your calls list. If you have the caller's number stored in your phonebook the name will be displayed instead. A total of 30 incoming calls can be stored in the calls list (16 letters per name and 23 digits per number). The number of new calls received will be shown in the display with the flashing 📞 icon. If the number doesn't appear, this is because the caller's identification (Call Line ID) has been withheld by the caller.

You can open and view your calls list by pressing **?📞/R**. To scroll through your calls list simply press **📞/P** or **?📞/R**.

Here are some things you may see on your calls list display:
• **WITHHELD NUMBER** – caller has withheld their number, or this information isn't available
• **INTERNATIONA** – caller is calling from another country or using an internet service
• **PAYPHONE** – caller is calling from a public payphone
• **OPERATOR** – caller is a telephone network operator

Store numbers from your calls list to the phonebook or quick dial memory (M1, M2, M3)

It's easy to store incoming call numbers to your phone book or quick dial list.

1. Press **?▲/R** to open your calls list at the most recent entry.

2. Scroll using **▲/P** or **?▲/R** to find the entry you want to store.

3. Open options by pressing (≡) and then scroll using **▲/P** or **?▲/R** until you highlight **Save to PB** or **M1**, **M2** or **M3** and press (≡).

4. Using your keypad, enter a name for this stored number and press (≡).

5. Edit the number for this name, if needed, and press (≡).

6. Scroll using **▲/P** or **?▲/R** to choose a ringer melody for the entry and press (≡).

Delete a single calls list entry

1. Press **?▲/R** to open your calls list at the most recent entry.

2. Scroll using **▲/P** or **?▲/R** to find the entry you want to delete.

3. Open options by pressing (≡) and then scroll using **▲/P** or **?▲/R** until you highlight **Delete** and press (≡).

4. You'll see **Delete?** on your display. Press (≡) to confirm or to cancel.

Delete all calls list entries

1. Press **?▲/R** to open your calls list at the most recent entry.

2. Scroll using ▲ or ▼ to select an entry.

3. Open options by pressing (≡) and then scroll using ▲ or ▼ until you highlight **Delete All** and press (≡).

4. You'll see **Delete All?** on your display. Press (≡) to confirm or to cancel.

Helpline 0844 800 6503 (See page 108 for costs and hours of operation)

Using your menu – cordless handset

Using your menu – cordless handset

For information on your answering machine, please go to page 83.

For information on your phone book, please go to page 74.

Priority/Default Setting

If you are the main user of this telephone you should change the settings in the menu so that they are just right for you. These settings will be memorised automatically whenever you wish to make or answer a call.

The user profile feature can be used by others in the household whose preferences for volume, boost and equaliser will also be memorised and applied as indicated below.

User Profiles

You can store 2 different user profiles, each with different settings for the 'Volume', 'Boost' and 'Equaliser' features. You can also personalise each Profile by naming it (Max 10 letters).

Change a profile name

1. Open your menu by pressing (≡), then scroll using ⌃● or ⌄⬥ until you highlight **Profile** and press (�🕮).

2. Scroll using ⌃● or ⌄⬥ until you highlight **Profile 1 or 2** and press (🕮).

3. Scroll using ⌃⊙ or ?⊙ until you highlight **Name** and press (ⅅ).

4. Delete the current name by pressing (≡).

5. Enter a new name (up to ten letters) and press (ⅅ).

Change a profile's handset volume

You have a choice of five volume levels.

1. Open your menu by pressing (≡), then scroll using ⌃⊙ or ?⊙ until you highlight **Profile** and press (ⅅ).

2. Scroll using ⌃⊙ or ?⊙ until you highlight **Profile 1 or 2** and press (ⅅ).

3. Scroll using ⌃⊙ or ?⊙ until you highlight **Volume** and press (ⅅ).

4. You'll see the current volume level (e.g. **4**).

5. Change the volume level using ⌃⊙ or ?⊙ and press (ⅅ).

Change a profile's boost setting

1. Open your menu by pressing (≡), then scroll using ⌃⊙ or ?⊙ until you highlight **Profile** and press (ⅅ).

2. Scroll using ⌃⊙ or ?⊙ until you highlight **Profile 1 or 2** and press (ⅅ).

3. Scroll using ⌃⊙ or ?⊙ until you highlight **Boost** and press (ⅅ).

4. You'll see the current boost setting (i.e. **On** or **Off**).

5. Change the boost setting using ☝ or 👇 and press 📖.

Change a profile's tone ('equaliser') setting

1. Open your menu by pressing ☰, then scroll using ☝ or 👇 until you highlight **Profile** and press 📖.

2. Scroll using ☝ or 👇 until you highlight **Profile 1 or 2** and press 📖.

3. Scroll using ☝ or 👇 until you highlight **Equaliser** and press 📖.

4. You'll see the current tone setting.

5. Change the tone setting using ☝ or 👇 and press 📖.

Note: Press ☎ to put the handset back to standby.

Copy a profile

You can easily copy a profile to another registered and compatible PowerTel handset.

1. Open your menu by pressing ⊜, then scroll using ⌄ or ⌄ until you highlight **Profile** and press Ⓜ.

2. Scroll using ⌄ or ⌄ until you highlight **Profile 1 or 2** and press Ⓜ.

3. Scroll using ⌄ or ⌄ until you highlight **Copy** and press Ⓜ.

4. Scroll using ⟨INT or R⟩ until you highlight the handset (e.g. **2**, **3** or **4**) you want to copy the profile to, and press Ⓜ.

5. On the handset you're copying the profile to: to confirm, press Ⓜ. Or to cancel, press ⊜.

Choosing which profile to use

You need to use a handset to choose a profile to use for a call – you can't choose a profile using handsfree.

Before you answer an incoming call, press (M1) or (M2) – depending on which profile you want to use. The display will confirm your choice.

When you want to make a call and before you dial the number, press and hold

$\overset{M}{(1)}$ or $\overset{M}{(2)}$ – depending on which profile you want to use. The display will confirm

your choice.

Note: once you've selected a profile to use when making a call, you have about 30 seconds to dial the call under that profile before the system will return to its default settings.

Change the handset ringer melody

You have a choice of ten ringer melodies.

1. Open your menu by pressing ⊜, then scroll using ⌃ or ⌄ until you highlight **Handset** and press ⊡.

2. **Ring tone** is highlighted, press ⊡.

3. Scroll using ⌃ or ⌄ until you highlight **External or Internal** and press ⊡.

4. You'll see the melody setting (e.g. **7** [**External**], **9** [**Internal**]).

5. Change the melody using ⌃ or ⌄ and press ⊡.

Change the handset ringer volume

You have a choice of five volume levels plus **Off**.

1. Open your menu by pressing ⊜, then scroll using ⌃ or ⌄ until you highlight **Handset** and press ⓜ.

2. Scroll using ⌄ to highlight **Ringer volume** and press ⓜ.

3. You'll see the current volume level (e.g. **5**).

4. Change the ringer volume using ⌃ or ⌄ and press ⓜ.

Change the tone ('equaliser') setting

1. Open your menu by pressing ⊜, then scroll using ⌃ or ⌄ until you highlight **Handset** and press ⓜ.

2. Scroll using ⌃ or ⌄ until you highlight **Equaliser** and press ⓜ.

3. You'll see the setting.

4. Change the tone setting using ⌃ or ⌄ and press ⓜ.

> **Note: to adjust tone while you're making a call, press the ⌄ button to access the equaliser setting. Then press the ⌃ or ⌄ button to adjust the setting as shown on the bar-graph on the handset screen. Press the volume switch on the side of the phone to exit this mode.**

Remember boost

When this feature is set to On and you use the 🔊 35dB key on the top left side of the handset, the handset you're using will remember and use your last boost setting for each of your calls.

1. Open your menu by pressing (≡), then scroll using 👆 or 👇 until you highlight **Handset** and press (📖).

2. Scroll using 👆 or 👇 until you highlight **Boost memory** and press (📖).

3. You'll see the current boost memory setting (e.g. **Off**).

4. Change the boost memory setting using 👆 or 👇 and press (📖).

Change handset name

1. Open your menu by pressing (≡), then scroll using 👆 or 👇 until you highlight **Handset** and press (📖).

2. Scroll using 👆 or 👇 until you highlight **Handset name** and press (📖).

3. Delete the current name by pressing (📖).

4. Enter a new name (up to 12 letters) and press (📖).

Switch key pad beep on or off

1. Open your menu by pressing ⊜, then scroll using ⌃ or ⌄ until you highlight **Handset** and press Ⓜ.

2. Scroll using ⌃ or ⌄ until you highlight **Keypad Beep** and press Ⓜ.

3. You'll see the key pad setting (i.e. **On** or **Off**).

4. Change the key pad beep on or off using ⌃ or ⌄ and press Ⓜ.

Change contrast

You have a choice of five screen contrast levels so you can set the display to how you find it most easy to read.

1. Open your menu by pressing ⊜, then scroll using ⌃ or ⌄ until you highlight **Handset** and press Ⓜ.

2. Scroll using ⌃ or ⌄ until you highlight **Contrast** and press Ⓜ.

3. You'll see the current contrast setting (e.g. **3**).

4. Change the contrast setting using ⌃ or ⌄ and press Ⓜ.

Switch auto talk on or off

When auto talk's switched on your handset will automatically answer the call when you pick up the handset from its charger base. This is the default setting.

If you set it to off you will need to press the 🖰 button to answer any calls.

1. Open your menu by pressing ≡, then scroll using 🔼 or 🔽 until you highlight **Handset** and press 📖.

2. Scroll using 🔼 or 🔽 until you highlight **Auto talk** and press 📖.

3. You'll see the current auto talk setting (e.g. **On**).

4. Change the auto talk setting using 🔼 or 🔽 and press 📖.

Change backlight timer

You have a choice of 10, 20, 30 or 40 seconds before the backlight timer switches off.

1. Open your menu by pressing ≡, then scroll using 🔼 or 🔽 until you highlight **Handset** and press 📖.

2. Scroll using 🔼 or 🔽 until you highlight **Backlight time** and press 📖.

3. You'll see the current backlight timing (e.g. **10S**).

4. Change the backlight timer setting using 🔼 or 🔽 and press 📖.

Switch confirmation beep on or off

This is the beep you hear when you change a setting. You can switch the beep on or off.

1. Open your menu by pressing ⊜, then scroll using ⌄ or ⌄ until you highlight **Handset** and press ⊚.

2. Scroll using ⌄ or ⌄ until you highlight **Confirm beep** and press ⊚.

3. You'll see the current confirmation beep setting (e.g. **On**).

4. Change the confirmation beep setting using ⌄ or ⌄ and press ⊚.

Select base

You can use this feature if your handset is registered to more than one base.

1. Open your menu by pressing ⊜, then scroll using ⌄ or ⌄ until you highlight **Handset** and press ⊚.

2. Scroll using ⌄ or ⌄ until you highlight **Select base** and press ⊚.

3. You'll see the current base setting (e.g. **Auto** or **Manual**).

4. Change the base setting using ⌄ or ⌄ and press ⊚.

Change language

You have a choice of five languages to use on your handset: **English**, **German**, **French**, **Spanish** and **Italian**.

1. Open your menu by pressing (≡), then scroll using ⌃ or ⌄ until you highlight **Handset** and press (📖).

2. Scroll using ⌃ or ⌄ until you highlight **Language** and press (📖).

3. You'll see the current language setting (e.g. **English**).

4. Change the language setting using ⌃ or ⌄ and press (📖).

Change system PIN code

1. Open your menu by pressing (≡), then scroll using ⌃ or ⌄ until you highlight **Base settings** and press (📖).

2. Scroll using ⌃ or ⌄ until you highlight **System PIN** and press (📖).

3. Enter your old PIN code and press (📖).

4. You will be prompted to enter your new PIN code twice, then press (📖).

Change date/time

1. Open your menu by pressing ⊜, then scroll using ⌃● or ⌄ until you highlight **Time** and press Ⓜ.

2. Scroll using ⌃● or ⌄ until you highlight **Date and Time** and press Ⓜ.

3. Enter the day, month, year and hours (your handset has a 24-hour clock) and press Ⓜ.

Change clock hours to 12- or 24-hour format

1. Open your menu by pressing ⊜, then scroll using ⌃● or ⌄ until you highlight **Time** and press Ⓜ.

2. Scroll using ⌃● or ⌄ until you highlight **Set time format** and press Ⓜ.

3. You'll see the current time format setting (e.g. **24 hour**).

4. Change the time format using ⌃● or ⌄ to highlight either **12 hour** or **24 hour** and press Ⓜ.

Set alarm

1. Open your menu by pressing (≡), then scroll using ⌃ or ⌄ until you highlight **Alarm** and press (📖).

2. Scroll using ⌃ or ⌄ until you highlight **Set alarm** (your alarm uses a 24-hour clock) and press (📖).

3. Enter the time you want your alarm to go off at either **Once**, **Every Day**, **Mon to Fri** or **Off** and press (📖).

4. Choose your alarm melody and press (📖).

Switch night light on or off

Note: the alarm needs to be set before the night light feature will work. See above for instructions.

1. Open your menu by pressing (≡), then scroll using ⌃ or ⌄ until you highlight **Alarm** and press (📖).

2. Scroll using ⌃ or ⌄ until you highlight **Night Light** and press (📖).

3. You'll see the current night light setting (e.g. **On**).

4. Change the night light setting using ⌃ or ⌄ and press (📖).

Base Settings

Change base ringer melody

You have a choice of ten base ringer melodies.

1. Open your menu by pressing ⬅, then scroll 👇 or 👆 until you highlight **Base settings** and press 📖.

2. **Ring tone** is highlighted, press 📖.

3. You'll see the ringer melody setting (e.g. **8**).

4. Change the ringer melody using 👇 or 👆 and press 📖.

Change base ringer volume

You have a choice of five volume levels plus Off.

1. Open your menu by pressing ⬅, then scroll using 👇 or 👆 until you highlight **Base settings** and press 📖.

2. Scroll 👆 until you highlight **Ringer volume** and press 📖.

3. You'll see the current base ringer volume level (e.g. **5**).

4. Change the base ringer volume using 👇 or 👆 and press 📖.

For information on dial mode, please go to page 104.

For information on recall, please go to page 102.

Using your phone book – cordless handset

You can store, alphabetically, up to 200 names and their phone numbers in your phone book. To quickly find a phone book entry, simply enter the first letter of the name you've stored.

> **Note: each phone book entry allows for up to 16 letters for any name and up to 24 digits for any phone number.**

> **Important: please remember to also enter the area code for each phone number you enter in your phone book**

How to use the keypad when using your phone book

You'll see that the keys on your keypad have letters as well as numbers. If you press a chosen key a number of times it'll show you all the numbers and letters it represents.

Here are some keys you may find useful when entering phone numbers in your phone book:

- press (**1**) for a space
- press (≡) to delete a number or letter you've entered
- press the (✶) key to change from upper case (e.g. ABC) to lower case (e.g. abc)

Note: to enter the same letter twice, simply enter the letter and then wait until the cursor moves to after the letter you've entered, before entering it again.

Enter a name and number in your phone book

1. Open your phone book by pressing (📖).

2. Press (📖). The display will show **New entry**, press (📖) again.

3. Enter the name you want to store and press (📖).

4. Enter the phone number you want to store and press (📖).

5. Scroll using 👆 or 👇 to choose a ringer melody for this name and number and press (📖).

Edit a phone book entry

1. Open your phone book by pressing (📖).

2. Scroll using 👆 or 👇 to find the entry you want to edit and press (📖).

3. Scroll 👇 to display **Edit entry** and press (📖).

4. Press (≡) to delete characters and use the keypad to enter new ones, then press (📖).

5. Press ⊜ to delete digits and use the keypad to enter new ones, then press 📖.

6. Scroll using ☝ or 👤 to choose a ringer melody for this entry and press 📖.

Delete a phone book entry or all entries

1. Open your phone book by pressing 📖.

2. Scroll using ☝ or 👤 to find the entry you want to delete or highlight any entry if you want to delete all entries.

3. Press 👤 to display either **Delete entry** or **Delete all** and press 📖.

4. Press 📖 to confirm or ⊜ to cancel.

Copy phone book entries to another handset

Note: you can only copy the phone book to another handset if that handset is registered on your phone system. See page 33.

It's easy to copy:
- a single entry (Copy entry)
- entries not already on the handset you're copying to (Copy append)
- all entries (Copy all)

Important: when you copy all entries to a handset, all existing entries will be deleted. To prevent this from happening you can use the "Copy append mode".

1. Open your phone book by pressing (📖).
2. Scroll using 👆 or 👇 to find the entry or entries you want to copy and press (📖).
3. Scroll 👇 to either **Copy entry**, **Copy append** or **Copy all** and press (📖).
4. Scroll ⟨INT or R⟩ to highlight the handset number you want to copy to (e.g. **2** for **Handset 2** or if you want to copy to the base select **0**) and press (📖) to confirm.
5. Pick up the handset you're copying entries to and press (📖) or press (≡) on the corded phone.

Helpline 0844 800 6503 (See page 108 for costs and hours of operation)   77

Using your quick dial memory buttons - cordless phone

You can store a name (max. 16 characters) and a telephone number (max. 24 digits) under each of the quick dial memory buttons: **M1** and **M2**.

Store a quick dial name and number

1. Choose the quick dial button under which you want to store a name and number by pressing either or **M1** and **M2**.

2. Press ⫲. The display will show **New entry**, press ⫲ again.

3. Enter the name you want to store using the keypad and press ⫲.

4. Enter the phone number you want to store and press ⫲. The display will show **Saved**.

Edit a quick dial entry

1. Choose the quick dial entry to edit by pressing either **M1** or **M2**.

2. Press ⫲. The display will show **Edit entry**, press ⫲ again.

3. Press ≡ to delete characters and use the keypad to enter new ones, then press ⫲.

4. Press ≡ to delete digits and use the keypad to enter new ones, then press ⫲. The display will show **Saved**.

Delete a quick dial entry

1. Choose the quick dial entry to delete by pressing either $\overset{\text{M}}{(1)}$ or $\overset{\text{M}}{(2)}$.

2. Press (📖). Scroll 👥 to **Delete entry** and press (📖).

3. Display will show **Delete entry?** Press (📖) to confirm or (≡) to cancel.

Using your calls list – cordless handset

Note: You must subscribe to your network provider's Caller Display/Caller ID service for this feature to work. A quarterly fee may be payable.

Incoming call telephone numbers should appear in your calls list. If you have the caller's number stored in your phonebook the name will be displayed instead. A total of 30 incoming calls can be stored in the calls list (16 letters per name and 23 digits per number). The number of new calls received will be shown in the display with the flashing 📞 icon. If the number doesn't appear, this is because the caller's identification (Call Line ID) has been withheld by the caller.

You can open your calls list by pressing the 📞 button. To scroll through your calls list simply press 👆 or 📞. To display more information including the date and time of the call, press **R**.

Here are some things you may see on your calls list display:

- **WITHHELD NUMBER** – caller has withheld their number, or this information isn't available
- **INTERNATIONA** – caller is calling from another country or using an internet service
- **PAYPHONE** – caller is calling from a public payphone
- **OPERATOR** – caller is a telephone network operator

Helpline 0844 800 6503 (See page 108 for costs and hours of operation)

Store numbers from your calls list to the phonebook

It's easy to store incoming call numbers to your phone book.

1. Press 📞 to open your calls list at the most recent entry.

2. Scroll using 👆 or 📞 to find the entry you want to store and press 📖.

3. The display will show **Save to phbk**, press 📖.

4. Using your keypad, enter a name for this stored number and press 📖.

5. Edit the number for this name, if needed, and press 📖.

6. Scroll using 👆 or 📞 to choose the ringer melody for this name and
   number and press 📖.

Delete a single calls list entry

1. Press 📞 to open your calls list at the most recent entry.

2. Scroll using 👆 or 📞 to find the listed call you want to delete and press 📖.

3. Scroll 📞 until you highlight **Delete** and press 📖.

4. Confirm or cancel to delete the calls list entry by pressing 📖 or 📞.

Delete all calls list entries

1. Press 📞 to open your calls list at the most recent entry.

2. Scroll 📞 until you highlight **Delete all** and press 📖.

3. The display will show **Delete all Calls?** Press 📖 or ☰ to cancel.

Using your answering machine

Using your answering machine

After you've set up your phone system, follow these easy steps using your corded base to set up your answering machine.

Switch answering machine on or off

To switch your answering machine on and off, simply press ⏻ on the base. The current answer mode will be announced.

Set the answering machine language

You have a choice of three languages to use on your answering machine: **English**, **German** or **French**.

1. Open your answering machine menu by pressing (≡) on the base twice.
2. Scroll using ⌃ or ⌄ until you highlight **Language** and press (≡).
3. Choose the language using ⌃ or ⌄ and press (≡).

Set answer mode

There are two answer modes to choose from: Answer & Record or Answer only. If you set the answer mode to Answer only your callers will not be able to leave a mesage.

1. Switch your answering machine on by pressing ⏻ on the base.

2. To change mode between **Answer & Rec**. and **Answer Only,** press and hold
    ⏹ for a couple of seconds.

Record your outgoing message

You can change the default answering message to your own. Your outgoing
message needs to be under two minutes.

1. Press and hold ◀◀● on the base for a couple of seconds and then record

    your message after the beep.

2. To stop recording, press ⏹.

3. Check your outgoing message is how you want it but pressing ◀◀● to hear it.

**Note: to return your outgoing message to the default message, simply press
and hold ⊗ while the outgoing message is playing.**

Set answer delay

You either choose the number of rings you want before your answering machine answers any incoming call or you can choose Time Saver. Time Saver saves you the cost of the call if you're calling in from elsewhere to pick up any messages: if your answering machine answers after 2 rings you have new messages, if it answers after 5 rings you have no new messages. Therefore, you can hang up after 3 rings knowing you have no new messages and you won't be charged for the call.

1. Press (≡) twice.

2. Scroll using ⌃/P or ?▲/R until you highlight **Answer Delay** and press (≡).

3. You'll see the current answer delay setting (e.g. **5** rings).

4. Choose the number of rings you want (2–9) or Time Saver using ⌃/P or ?▲/R and press (≡).

Record a memo

You can record memo messages for yourself or other members of the household which can be played back like normal messages.

1. Press and hold MEMO⟫ for a couple of seconds.

2. After the beep record your memo.

3. Press ⏹ to finish recording.

Listen to messages or memos using the corded phone

Playback is in the order messages or memos were received. New messages are played before old ones. The time and date of each message or memo is announced before playback.

Here are some functions you may find useful:

*   to play or pause, press ▶

*   to stop, press ⏹

*   to rewind, press ⟪●

*   to fast forward, press MEMO⟫

Delete a single message or memo

1. Play the message or memo you want to delete by pressing ⏯.

2. Press and hold ⊗ during playback of the message or memo to delete it.

Delete all messages and memos

1. Press (≡) twice.

2. Scroll using ☊/P or **?▲/R** until you highlight **Del. All Msgs** and press (≡).

3. You'll see **Delete All?** on your display.

4. To confirm, press ⊗. Or to cancel, press ■.

Listen to messages or memos using your cordless handset

1. Open the answering machine menu by pressing ≡.

2. **Ans Machine** is displayed, press ⊞.

3. Scroll using ☊ or ▼ to display either **Play New Msgs** or **Play All Msgs** and press ⊞.

4. Press ⌢ to return to standby.

Memory full

Your answering machine will announce if it's full and automatically stop taking any more messages and switch itself to **Answer Only**. You'll need to delete some of your messages or memos before any new messages can be recorded.

Remote access to your answering machine

You can call your answering machine to hear your messages when you're away from home using most modern phones, including mobile phones.

You need to use a PIN code to access your answering machine. The default code is **000**. We suggest you change this for security reasons.

Change PIN

1. Open your menu by pressing $\equiv$ twice, then scroll using $\bigcirc$/P or $?$/R until you highlight **Remote PIN** and press $\equiv$.
2. Enter your old PIN and press $\equiv$.
3. Enter your new PIN and press $\equiv$.

Call in to check messages

1. Dial your own phone number from the remote phone.
2. Press (✱) three times, then enter your 3 digit PIN.
3. You can manage your messages using your keypad (see remote instructions below)

Note: if you make a mistake entering your PIN three times, your answering machine will hang up and you'll need to call and try again.

Remote instructions guide

While listening to your messages from a remote location, enter these numbers to manage your messages.

To…

Rewind messages, press **1**.

Play or **pause** your messages, press **2**.

Fast Forward through your messages, press **3**.

Hear outgoing message (OGM), press **4**.

Record outgoing message (OGM), press **5**. To end your message, press **6**.

Stop messages, press **6**.

Delete current message, press **7**.

Switch answering machine off, press **8**.

Switch answering machine on to take messages, press **9**.

Delete all old messages, press **0**.

Record a memo, press **#**. To end your message, press **6**.

Using your wrist shaker

Using your wrist shaker

Switch on

Press and hold the ⏻ button for about five seconds. You'll see the green light with the warning triangle come on.

Note: if the light flashes green then red it means your wrist shaker either isn't registered or is out of range. Move closer to your PowerTel telephone to ensure you are within range. If the light still flashes, see page 100 for registration instructions.

Switch off

Press and hold the ⏻ button for about five seconds. The green light will go off.

Power on/off button

Registration/Out of range/
Low battery light
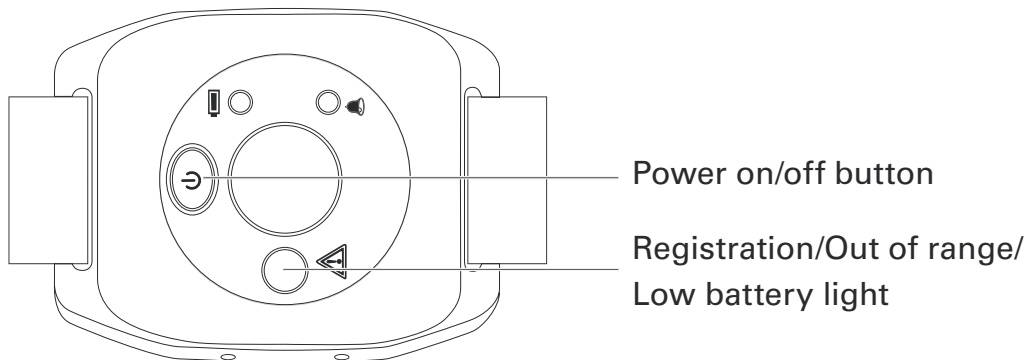
Make sure your wrist shaker is in range

If your wrist shaker is not in range, it won't work. You can tell it's out of range when the large light flashes green and red. If this happens, you need to move closer to your PowerTel phone for your wrist shaker to work.

Battery low

If the battery is low, the large light will turn red and will flash. You need to place the wrist shaker in its charger base for 10 hours to charge the battery.

Incoming calls

When you receive an incoming call, the green light will flash and the wrist shaker will vibrate.

Note: The SOS Motor feature must be turned on for the wrist shaker to vibrate. See page 16 for instructions.

You can answer the call by pressing the large emergency button ⬤ in the middle of the wrist shaker. You will need to make sure you are within range of your Powertel phone to do so (see above 'Make sure your wrist shaker is in range'). You cannot speak to your caller via the wrist shaker. Once you've pressed the emergency button on the wrist shaker, your Powertel phone will answer the call in handsfree mode so that you can speak to your caller via the Powertel phone without picking up the handset.

To end the call, just press and release the emergency button ⬤ again.

Emergency call

You can program 3 numbers to be dialled in an emergency under the M1, M2 and M3 buttons on your telephone.

Important: under no circumstances should the Emergency services number 999 or 112 be stored as one of your personal emergency numbers.

Storing emergency numbers in the telephone

1. Press the red (M1), (M2) or (M3) button on your telephone where you'd like to

   store the emergency telephone number. A previously stored number or

   M1 Empty (or M2, M3 as appropriate) is displayed.

2. Press the left hand menu button (≡) under the display.

   Add New or **Edit** is displayed.

3. Press the (≡) button again.

4. Using the keypad, enter the name for this telephone number

   (maximum of 16 characters).

To enter a character for a name, press the key showing the required letter a number of times eg: for the letter 'B' you would press the number (2) key twice. If you need a space, just press the (1) key.

To enter the same letter twice, press the key to enter the letter, wait until the cursor moves forward one place, then press the key to enter the letter again.

5. Press the $(\equiv)$ button to save the name.

6. Using the keypad, enter the telephone number, including the full dialling code (maximum of 24 digits).

   If you make a mistake, press the red button on the left hand side ⊗ for each character or digit that you wish to delete.

7. Use the ⌒/P or ?▲/R buttons on the central round button to select a ringing melody for the quickdial number.

8. Press the $(\equiv)$ button to confirm.

SOS message

The PowerTel 680 telephone has a pre-recorded SOS message which you can use, or you can record your own personal emergency message.

The pre-recorded emergency message is: "This is an emergency call, to accept this message press **0**."

Record a personal SOS message

When you activate an emergency call each of the numbers stored under the M1, M2 and M3 buttons on your PowerTel 680 telephone are repeatedly dialled in turn until one of the numbers is answered. Your emergency message is then played.

It is very important that in your personal emergency message you include:

- Your name and that the call is an emergency and you need help
- That the person must press '0' on their telephone keypad to accept the emergency call.

1. Press the ⚌ button and then press the ⊘/P button to scroll to

    SOS Message.

2. Press the ⚌ button to select.

3. Use the ⊘/P button to scroll to **Record**.

4. Press the (≡) button to start recording your message.

   SOS Record is displayed. Remember to speak slowly and clearly whilst

   facing the telephone.

5. Press the (≡) button again to stop the recording. **SOS Play** will be
   displayed and your message will automatically be played back to you.

**Note: if you would like to change your personal message just follow the
steps from 1 to 5 above each time.**

Listen to your personal SOS message

1. Press the (≡) button, then press the ⌢●/P button to scroll to

   SOS Message.

2. Press the (≡) button to select.

3. **Playback** is displayed. Press the (≡) button to select.

4. **SOS Play** is displayed and your message is played back to you.

Delete your personal SOS message

1. When your message is played back to you (as in step 4 on the previous page), press and hold the ⊗ button.
    The pre-recorded emergency message will now be used.

Activating an emergency call

When you activate an emergency call from your wrist shaker, the PowerTel 680 telephone will go to handsfree mode and will beep for 15 seconds.

You will then hear as each of the emergency numbers you have stored under the M1, M2 and M3 buttons (see page 94) are dialled automatically, one after the other, with intervals of approximately 60 seconds.

The person answering the emergency call will hear the SOS message. When they press the 0 button on their keypad, they will be able to talk to you via the handsfree on your PowerTel 680 telephone for 3 minutes.

During the last 10 seconds of this 3 minute call you will hear a warning beep that the call will be disconnected.

If no numbers have been stored under the (M1), (M2) or (M3) keys on your PowerTel 680 then you will just hear a long continuous tone after the beep tone for 15 seconds and no numbers will be dialled.

If only 1 or 2 numbers have been stored under the (M1), (M2) or (M3) keys, then the numbers that have been stored will be dialled.

Important: the wrist shaker must be in range of the telephone to be able to make an emergency call.

The battery in the wrist shaker must be charged. An emergency call is not possible if the wrist shaker batteries are flat.

If the emergency message is delivered to an answer phone or voicemail service then the dialing sequence will continue to the next number until such time that the recipient accepts the call by pressing '0' on their telephone.

To activate an emergency call

1. Press and hold the large emergency button ⬤ in the middle of the wrist shaker for 5 seconds.

To cancel an emergency call

1. Press and hold the large emergency button ⬤ in the middle of the wrist shaker for 5 seconds.

Emergency button
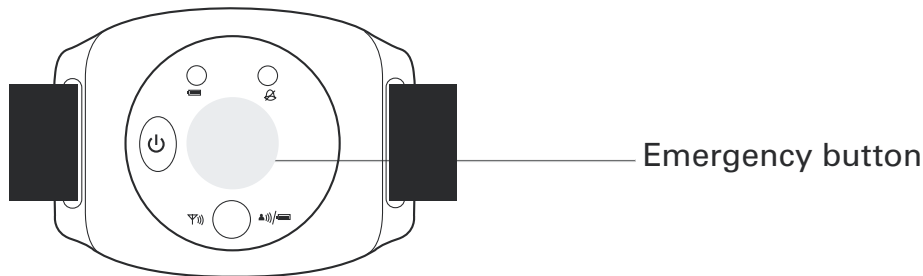
Register your wrist shaker

Important: you will only need to register your wrist shaker if it has become de-registered from the telephone or if you need to register a new wrist shaker.

At the wrist shaker:

1. Turn on the wrist shaker by pressing and holding the (⏻) button for about five seconds.
2. Press and hold the (⏻) button again for about 12 seconds, until the registration light flashes green quickly. The wrist shaker will be in registration for about 1 minute.

At the corded phone base:

3. Press and hold the (•))) button for at least 10 seconds until **Register** is displayed.

Note: if you can't see the registration key (•))), see the At a glance fold-out page for the corded phone base at the beginning of this guide.

4. You'll know your wrist shaker is registered and ready to use when the registration light unit is a steady green (i.e. it isn't flashing).

Note: the registration light will flash green and red if your wrist shaker either isn't registered or is out of range.

Use on a private branch exchange

Use on a private branch exchange

If your phone's on an exchange (e.g. you need to dial 9 to get an outside line), you can transfer calls and use call back by using the **R** button. You'll need to check your private exchange manual to find out which timing to use for your exchange. You can choose two recall timings: 100ms (**Short**) and 300ms (**Long**).

To set recall time using the corded phone

1. Open your menu by pressing ⊜ , then scroll using ⌃**⊙/P** or **?⊉/R**⌄ until you highlight **Settings** and press ⊜ .

2. Scroll using ⌃**⊙/P** or **?⊉/R**⌄ until you highlight **Recall** and press ⊜ .

3. You'll see the current recall timing setting (e.g. **Short**).

4. Choose the recall timing setting you want (Short or Long) using ⌃**⊙/P** or **?⊉/R**⌄ and press ⊜ .

To set recall time using the cordless handset

1. Open your menu by pressing ⊜, then scroll using ⌃**⊙/P** or **?⊉/R**⌄ until you highlight **Base settings** and press 🕮.

2. Scroll using ⌃**⊙/P** or **?⊉/R**⌄ until you highlight **Recall** and press 🕮.

3. You'll see the current recall timing setting (e.g. **Short**).

4. Choose the recall timing setting you want (Short or Long) using ⌒̇⊙/P or ?⚎/R and press 📖.

Insert a dialling pause

If you have to dial a number for an outside line and it takes a while to connect, you can insert a pause so you don't have to wait to hear the dialling tone.

To insert a dialling pause using your corded phone, simply enter the number you usually dial for an outside line and then press ⌒̇⊙/P. A **P** on your display will show dialling pause is active.

To insert a dialling pause using your cordless handset, simply enter the number you usually dial for an outside line and then press **0** for two seconds. A **P** on your display will show dialling pause is active.

Note: you can also insert a dialling pause with a phone number in your phone book.

Using additional services

Your phone should be able support services such as call waiting and conference calls. You'll need to check with your telephone network provider for further information on these services.

Set dial mode

You have a choice of two dialling modes: tone and pulse. The default setting is **TONE** and this is the correct setting for use within Europe.

To change dial mode using the corded phone

1. Open your menu by pressing (≡), then scroll using ⌄/P or ?▲/R until you highlight **Settings** and press (≡).

2. Scroll using ⌄/P or ?▲/R until you highlight **Dial Mode** and press (≡) .

3. You'll see the current dial mode setting (e.g. **Tone**).

4. Choose the dial mode setting you want (Tone or Pulse) using ⌄/P or ?▲/R and press (≡).

To change dial mode using the cordless handset

1. Open your menu by pressing (≡), then scroll using ⌄ or ?▲ until you highlight **Base settings** and press (▥).

2. Scroll using ⌄ or ?▲ until you highlight **Dial Mode** and press (▥).

3. You'll see the current dial mode setting (e.g. **Tone**).

4. Choose the dial mode setting you want (Tone or Pulse) using ⌄ or ?▲ and press (▥).

Helpline 0844 800 6503 (See page 108 for costs and hours of operation)

Reset to default settings

Important: if you reset to default settings on your corded phone, your phone book, calls list, redial list, messages and memos will be deleted. Your phone book, calls list and redial list aren't deleted if your reset your cordless handset.

To reset to default settings on your corded phone

1. Open your menu by pressing $\left(\equiv\right)$, then scroll using ▲ or ▼ until you highlight **Reset** and press $\left(\equiv\right)$.

2. You'll see **Base Reset?** on your display. Confirm or cancel the reset to default settings by pressing $\left(\equiv\right)$ or $\bigcirc\!\!\!\!\!\downarrow$.

To reset to default settings on your cordless handset

1. Press $R\rangle$ for 10 seconds.

2. Confirm or cancel the reset to default settings by pressing $\left(\text{①}\right)$ or $\left(\equiv\right)$.

Helpline 0844 800 6503 (See page 108 for costs and hours of operation)

Help and support

Help and support

If you need some help and you're in the UK, please first check and see if your problem can be solved using the troubleshooting guide below. If it can't , please call us on 0844 800 6503 (using a UK landline, at the time of going to print: calls cost 6p for connection charge and then 5p a minute. Mobile costs may vary). Lines are open Monday to Friday, 9am to 5pm, excluding public holidays. If you've a claim on your 2-year guarantee, please contact your supplier.

> **Some issues may simply be resolved by disconnecting the power to the unit. In such instances the power to the main base station should be switched off and batteries in the handset should also be removed for about 20 minutes. After which reconnect everything to determine if this has resolved the issue.**

Troubleshooting guide

I can't make phone calls

1. Make sure the phone cable is connected properly. If it is, there may be a fault. Please make sure you're using the phone cable that came with your phone.
2. Check power's plugged in, switched on and working.
3. If using the cordless handset, make sure you aren't too far from the charger base (in ideal conditions, it should work up to 300 metres outdoors and up to 50 metres indoors).
4. Test the phone line and socket by using another phone.

I keep losing my connection when using my cordless handset

1. Make sure you aren't too far from the charger base (in ideal conditions, it should work up to 300 metres outdoors and up to 50 metres indoors).
2. The charger base may not be in an ideal location – considering moving it.

My cordless handset keeps switching off

1. It may need recharging. So it can charge fully, place your handset on its charger base for at least 15 hours (make sure the power socket is switched on!).
2. Replace the rechargeable batteries. Any replacement batteries should be the same type as those provided.

The phone system isn't responding

You may need to reset to default settings. Please see page 47 and 105.

Caller's identification (Call Line ID) isn't working

1. Check you have this service on your phone line. Please call your network provider.
2. The caller may have withheld their phone number.

My handset or base doesn't ring

Check that the ringer is on. See pages 42, 65 and 73.

I've got a buzzing noise on my radio, TV or computer

We suggest you use your cordless handset at least one metre away from electrical equipment and mobile phones.

My answering machine won't record messages or memos

1. Check that your answering machine is connected and switched on.
2. Answering memory may be full. See page 89.

My remote access isn't working

1. Check you're using the correct PIN. See page 89.
2. Make sure you're using a touchtone phone.

The white light on the base is constantly flashing

You have new answering machine message(s). Press the ⊙ button to listen to them and the flashing will stop.

General information

Safety information

Please make sure you read this User Guide carefully.

Intended use

This phone is suitable for use on a public telephone network. Any other use is considered unintended use. Unauthorised modification or reconstruction isn't permitted. **Do not** open the device and attempt any repair work yourself.

Phone location

Make sure your phone:

- is on a dry, flat and stable surface
- isn't a trip hazard with its power cable
- isn't obstructed by furniture
- is at least one metre from other electrical appliances
- isn't exposed to smoke, dust, vibration, chemicals, moisture, heat and direct sunlight.

Power supply

Important: use only the power adapter supplied with your PowerTel 680.

Power failure can affect your phone and equipment. Only the corded phone will work if power fails. See page 35.

Energy efficient power adapter

The included mains adapter meets the eco-design requirements of the European Union (Directive 2005/32/EG). Thus, its power consumption is considerably lower, both in operated as well as in non-operated mode, compared with the mains adapter of previous design.

Energy Efficient
• Energiesparend
• Economisant l'énergie
• A risparmio di energia
• Energy efficient

Medical equipment

Do not use your phone:

• near emergency or intensive care medical equipment
• during an electrical storm

It is recommended that if you have a pacemaker fitted you check with a medical expert or your health adviser before using this product

Rechargeable batteries

Do not throw the batteries into a fire or water.

Hearing aid compatibility

You phone works with most popular hearing aids. However, given the wide range of hearing aids available, we can't guarantee that your phone will function fully with every hearing aid.

Important: your phone can produce very high sound when Boost is switched on. Please take care if the handset is used by others.

Disposal

You are obliged to dispose of consumable goods properly in accordance with the applicable legal regulations.

The ⚊ symbol on this product indicates that electrical and electronic apparatus and batteries must be disposed of **separately** from domestic waste at suitable collection points provided by the public waste authorities. Batteries can also often be disposed of at the point of sale.

Packaging materials must be disposed of according to local regulations.

Technical details

Standard	DECT[1] GAP[2]
Power supply (base station)	Input: 230VAC 50Hz 40mA
	Output: 12VDC 670mA
Power supply (charging station)	Input: 230VAC 50Hz 30mA
	Output: 7.5VDC 100mA
Range	Outdoors Approx 300m
	Indoors Approx 50m
Standby	Up to 100hrs
Maximum Talk Time	Up to 10hrs
Rechargeable batteries	AAA 1.2V 800mAh NiMH
Dialling mode	Tone (DTMF)
	Pulse
Optimum ambient temperature	0˚C to 45˚C
Optimum relative humidity	20% to 80%
Recall	100, 300 ms

[1]   DECT: Digital Enhanced Cordless Telecommunication = standard for cordless phones.

[2]   GAP: Generic Access Profile = standard for the operation of handsets and base stations from different manufacturers.

Default settings

To reset to default settings, please see page 105.

Corded phone default settings

Language	English
Answer mode	Answer and Record
PIN code for remote access	000
Answer delay	5
Time format	24 Hour
External memory	8
Internal memory	9
Ringing volume	5
Key tone	On
Contrast	4
Boost memory	Off
Shaker	On
Recall time	100ms
Dialling mode	Tone

Cordless handset default settings

Language	English
Handset name	PowerTel
Handset ringing melody (external)	7
Handset ringing melody (internal)	9
Handset ringing volume	5
Base ringing melody	8
Base ringing volume	5
Keypad beep	On
Auto talk	On
Contrast	3
Backlight time	10s
Boost memory	Off
Shaker	On
Recall time	100ms
Dialling mode	Tone
PIN code	0000

Maintenance and guarantee

Maintenance

• Please clean your equipment's surfaces with a soft, fluff-free cloth.

• Never use cleaning agents or solvents.

Guarantee

AMPLICOM equipment is produced and tested according to the latest production methods. The implementation of carefully chosen materials and highly developed technologies ensure trouble free functioning and a long service life. The terms of the guarantee do not apply where the cause of the equipment malfunction is the fault of the telephone network operator or any interposed private branch extension system. The terms of the guarantee do not apply to the rechargeable batteries or power packs used in the products. The period of guarantee is 24 months from the date of purchase.

All deficiencies resulting from material of production faults which occur during the period of guarantee will be eliminated free of charge. Rights to claims under the terms of guarantee are annulled following intervention by the purchaser or third parties. Damage caused as a result of improper handling or operation, incorrect positioning or storing, improper connection or installation, Acts of God or other external influence are not covered by the terms of guarantee.

In the case of complaints, we reserve the right to repair or replace defect parts or provide a replacement device. Replacement parts or devices become our property.

Rights to compensation in the case of damage are excluded where there is no evidence or intent or gross negligence by the manufacturer.

If your equipment shows signs of defect during the period of guarantee, please return to the sales outlet in which you purchased the AMPLICOM equipment together with the purchase receipt. All rights to claims under the terms of guarantee in accordance with this agreement must be asserted exclusively with regard to your sales outlet.

Two years after the purchase of our products, claims under the terms of guarantee can no longer be asserted.

Declaration of conformity

This device fulfils the requirements stipulated in the EU directive:

1999/5 EU directive on radio equipment and telecommunications terminal equipment and the mutual recognition of their conformity.

Conformity with the above mentioned directive is confirmed by the CE symbol on the device.

To view the complete Declaration of Conformity, please refer to the free download available on our website **www.amplicom.eu**

Index

Helpline 0844 800 6503 (See page 108 for costs and hours of operation)

amplicom

CE