

# Radius300

CORDED TELEPHONE

User guide



Item - Radius 300 Corded Telephone  
Item Code - FORT/RADIUS300

Made in China

Fortune Products: Thorp Arch, Wetherby  
West Yorkshire, Leeds, LS23 7RR  
Registered in England No: 1543832  
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- Hands free with volume control and visual indicator
- 50 entry name/number directory
- Large 3 line LCD with Caller Display
- Headset port (RJ9) with amplifier
- Message waiting indicator
- 5 dual tone ring melodies

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## Quick set up

Follow these simple steps to prepare your Fortune Radius 300 ready for use.

1) Plug the curly handset cord into the bottom of the handset and into the side of the telephone base adjacent to the speaker grille.

2) Plug one end of the telephone line cord into the socket on the rear of the telephone, marked with a small telephone icon, and the other into the telephone socket on the wall.

3) Connect the round power connector into the rear of the telephone and then connect the mains power adaptor into the mains socket and switch the power on.

4) The LCD will come on and display the time and date flashing to indicate it has not been set and the number of Caller ID messages that have been received, which will be 00.

5) To set the time and date, press the menu/OK key, and using the up and down arrows navigate to the 'Settings' menu, then press menu/ OK to select.

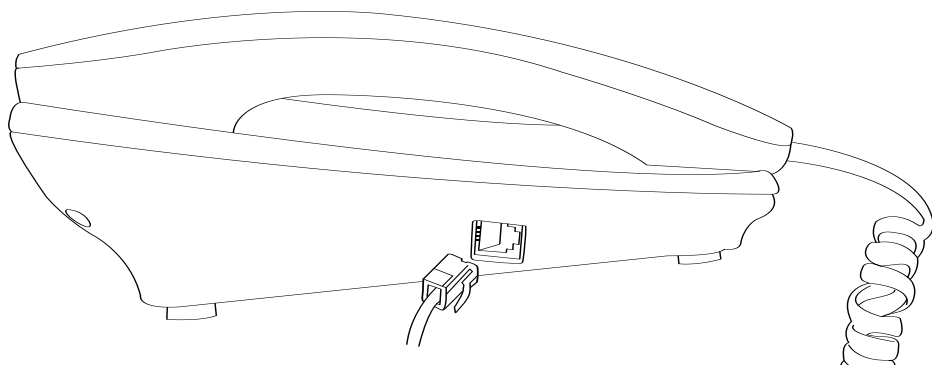
The first option will be 'time and date'.

Press menu/OK to select and enter the date using the format; day, month, year. Please note that you must enter leading zeros, so the 3rd of Feb 2006, will be entered as 03-02-06.

6) Then enter the time using the 24 hour format.

7) Press menu/OK to save your settings and then press Esc. To return to idle.

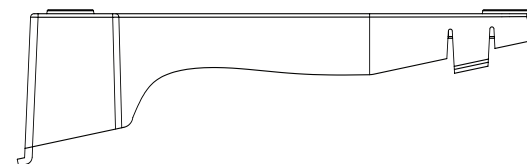
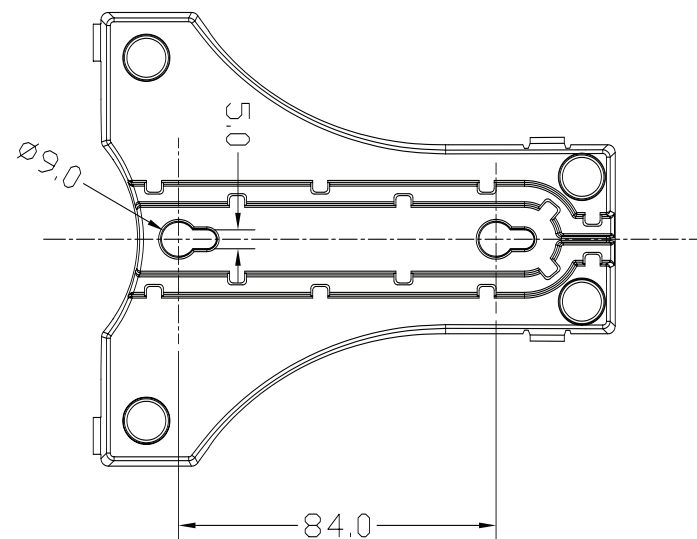
Your telephone is now ready for use



  
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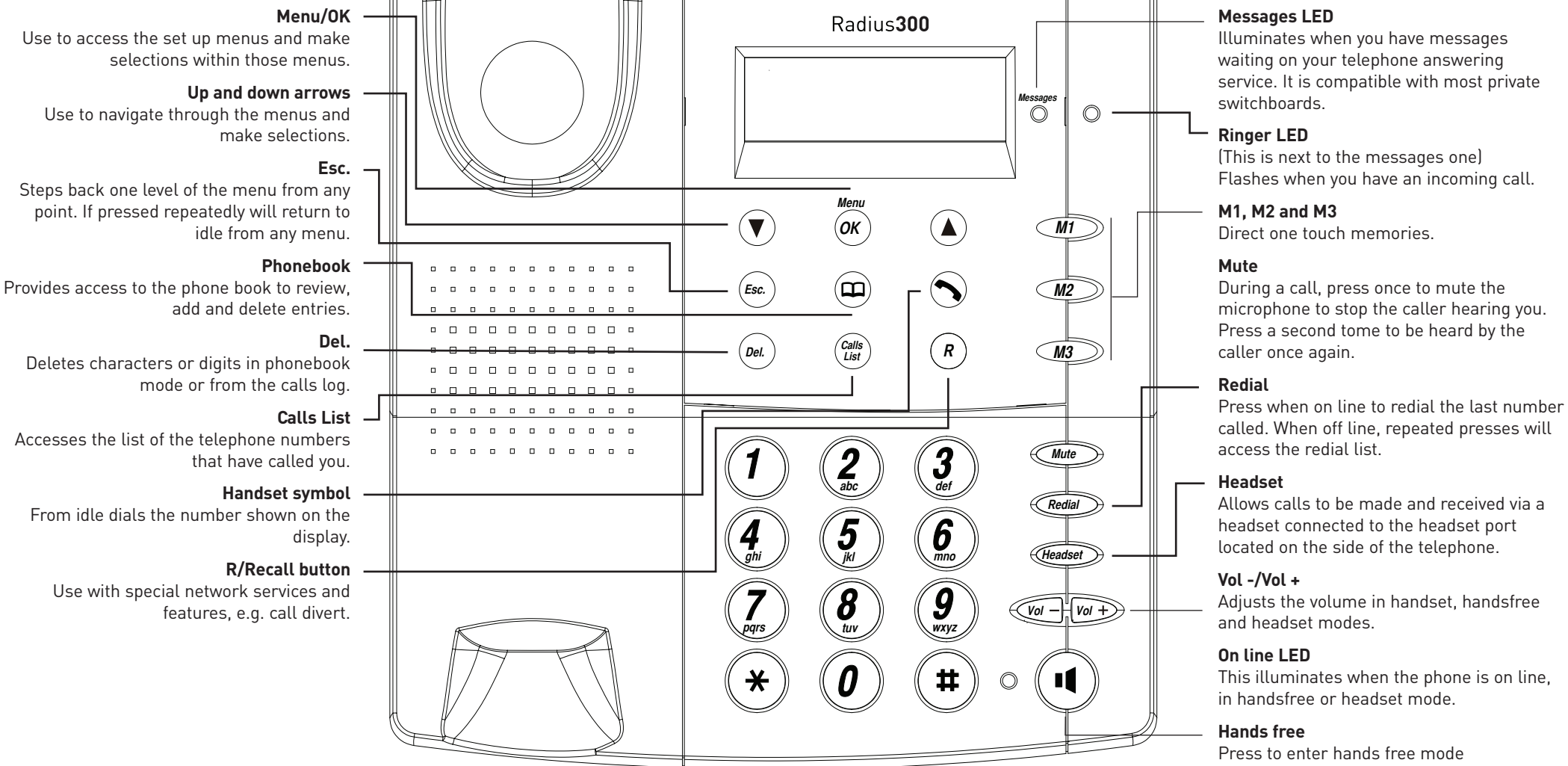
## Wall Mounting

Your Fortune Radius 300 can be fixed to the wall using the wall mount bracket, two 20mm screws and two 6mm diameter plugs supplied.



  
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# Getting to know your Fortune Radius 300



## Your Fortune Radius 300 display

awaiting image of display

## Setting up your Fortune Radius 300

All the settings on your Radius 300 telephone are made through the menu. The main menu is accessed via the Menu/OK key under the display.

The menu structure is:

- Audio
  - Ring Tone
  - Ring Loudness
  - Key Tone
- PBX Settings
  - Recall Mode
  - Dialling Mode
- Setting
  - Date/Time
  - Contrast
  - MWI Setting  
(Message Waiting Indication)
  - Reset

## Audio

### Ring Tone

Your Fortune Radius 300 telephone has five different ring tones to select from.

From idle press the Menu/OK key, the first displayed option is Audio.

Press Menu/OK to enter Audio, and the first displayed option is Ring Tone.

Press Menu/OK to select Ring Tone.

You will hear a burst of the ring tone and the display will show the ring tone number.

Using the  $\wedge$   $\vee$  navigation keys step through all 5 ring tone options.

When the one you want is shown, press Menu/OK to confirm.

Press Esc. To take you back to idle

### Ring Loudness

Your Radius 300 has 5 ringer volumes plus off to select from.

From idle press the Menu/OK key, the first displayed option is Audio.

Press Menu/OK to enter Audio, and the first displayed option is Ring Tone.

Using the  $\wedge$   $\vee$  arrow keys navigate to Ring Loudness and press Menu/OK to select.

You will hear a burst of the current ring tone and the display will show the ring tone level.

Using the  $\wedge$   $\vee$  navigation keys step through the ring level options.

When the one you want is shown, press Menu/OK to confirm.

Press Esc. To take you back to idle.

### Key Tone

The Key Tone feature gives you a confidence tone every time a key is pressed.

From idle press the Menu/OK key, the first displayed option is Audio.

Press Menu/OK to enter Audio, and the first displayed option is Ring Tone.

Using the  $\wedge$   $\vee$  arrow keys navigate to Key Tone and press Menu/OK to select.

Using the  $\wedge$   $\vee$  arrow keys select either on or off.

When the option you want is shown, press Menu/OK to confirm.

Press Esc. To take you back to idle

## PBX Setting

### Recall Mode

Your Radius 300 can be set for either Earth or Timed Break recall to match the operation of your telephone system.

From idle press the menu/OK key, the first displayed option is Audio.

Using the  $\wedge$   $\vee$  arrow keys to navigate to PBX Settings.

Press Menu/OK to enter PBX Settings, and the first displayed option is Recall Mode.

Press menu/OK select Recall Mode.

The current recall mode is displayed; TBR for Timed Break Recall, or Earth.

Using the  $\wedge$   $\vee$  arrow keys, select the recall setting that matches your telephone system and press Menu/OK to confirm.

Press Esc. to take you back to idle.

Using the  $\wedge$   $\vee$  arrows navigate to PBX Settings.

Press Menu/OK to enter PBX Settings, and the first displayed option is Recall Mode.

Using the  $\wedge$   $\vee$  arrows navigate to Dialling Mode and press Menu/OK to select.

The current Dialling Mode is displayed; T for DTMF Tone, or P for Pulse.

Using the  $\wedge$   $\vee$  arrows select the recall setting that matches your telephone system and press Menu/OK to confirm.

Press Esc. To take you back to idle.

### Dialling Mode

Your Radius 300 can dial using DTMF tones, or Pulse dialling (most telephone systems use DTMF tones to dial).

From idle press the Menu/OK key, the first displayed option is Audio.

## Settings

### Date/Time

The date and time in your Fortune Radius 300 can be set automatically by the caller display messages, or it can be set manually by following these instructions.

From idle press the Menu/OK key, the first displayed option is Audio.

Using the  $\wedge$   $\vee$  arrows navigate to Settings.

Press Menu/OK to enter Settings, and the first displayed option is Date/Time.

Press Menu/OK to select and the display will show the current date and time.

Enter the required date and time using the 24 hour clock and ensuring leading zeros are used.

E.g. for the 22nd of Nov 2006, at 3:18pm, enter:

22-11-06 15-18

Then press Menu/OK to confirm.

Press Esc. to take you back to idle.

### Contrast

The LCD contrast has three setting options.

From idle press the Menu/OK key, the first displayed option is Audio.

Using the  $\wedge$   $\vee$  arrows navigate to Settings.

Press Menu/OK to enter Settings, and the first displayed option is Date/Time.

Using the  $\wedge$   $\vee$  arrows navigate to Contrast and press Menu/OK to select.

The current contrast level is shown on the display.

Using the  $\wedge$   $\vee$  arrows adjust the contrast to the required setting.

Then press Menu/OK to confirm.

Press Esc to take you back to idle.

### Message Waiting Indicator (MWI) Setting

Most telephone systems will record voice messages when you are away from your desk, or on the telephone. If your telephone system does this it will send a notification message to your telephone, to indicate messages are waiting.

Your Radius 300 telephone can detect four types of message waiting indication signals from your telephone system:

#### 1) Caller Display

If your telephone system can deliver the message waiting information via the Caller Display system, then your Fortune Radius 300 will detect this and the red Messages LED on the top case will illuminate.

Your Radius 300 will constantly monitor for these messages and you do not need to turn this feature on.

#### 2) Elevated Voltage

If your telephone system uses elevated voltage to indicate messages are waiting, then this will be detected and the red messages LED on the top case will be illuminated.

Your Radius 300 will constantly monitor for these messages and you do not need to turn this feature on.

### 3) Pulsed Line Reversal

If your telephone system uses a one second pulsing line reversal (1Hz), then this will be detected and the red messages LED on the top case will be illuminated.

Your Radius 300 will constantly monitor for these messages and you do not need to turn this feature on.

### 4) Line Reversal

If your telephone system applies a permanent line reversal when messages are waiting, then you will need to set the idle condition, so your Fortune Radius 300 knows what is the normal polarity and what is the reversed (messages waiting) polarity.

The easy rule is, if the red Messages LED is constantly on when you do not have messages the setting needs changing.

From idle press the Menu/OK key, the first displayed option is Audio.

Using the  $\wedge$   $\vee$  arrows navigate to Settings.

Press Menu/OK to enter Settings, and the first displayed option is Date/Time.

Using the  $\wedge$   $\vee$  arrows navigate to MWI Setting and press Menu/OK to select.

The current setting (A or B) is shown on the display.

Using the  $\wedge$   $\vee$  arrows adjust the setting. Note A is just the opposite of B, so if the indicator is on when you do not have messages waiting, change to B, and vice versa.

Then press Menu/OK to confirm.

Press Esc. To take you back to idle.

### Reset

To reset your Radius 300 back to its 'out of box' settings use this menu option. But be sure that this is what you want as you will lose all pre-programmed directory entries, date and time etc.

From idle press the Menu/OK key, the first displayed option is Audio.

Using the  $\wedge$   $\vee$  arrows navigate to Settings.

Press Menu/OK to enter Settings, and the first displayed option is Date/Time.

Using the  $\wedge$   $\vee$  arrows navigate to Reset and press Menu/OK to select.

The display will show 'Reset'.

Pressing Menu/OK, will change the display to 'Sure?'

Remember, confirming this will reset the phone and lose all your pre-programmed settings and entries.

Then press Menu/OK to confirm.

## Using your Fortune Radius 300

### • Making calls

Lift the handset or press the handsfree key, or, if the headset is attached, press the headset key and wait for dial tone. Then dial the number you require.

### • Ending calls

Replace the handset or press the handsfree button a second time, or if the call was being made via the headset, press the headset button.

### • Receiving calls

When the phone rings, lift the handset, or press the hands free key, or if the headset is fitted press the headset key.

If your telephone system provides the Caller ID service, then the telephone number of the person calling you will be displayed when the phone rings.

When a call is in progress the volume can be adjusted by pressing the Vol- Vol+ or key.

### • Switching between handset, hands free and headset mode

It is possible to start the call using the handset, headset or hands free mode, and to change between modes during the call.

To change between modes, just activate the new mode, e.g. If you are using the handset and want to change to hands free, just press the hands free button and replace the handset, the call will automatically transfer to hands free.

### • Redial

Your Radius 300 automatically stores the last five numbers you dialled for easy access.

The last number you dialled can be quickly redialled, by seizing the telephone line and pressing Redial.

Alternatively, if you want to dial one of the last five numbers called. When the phone is idle, press the Redial key repeatedly until the number you want is displayed, then seize the telephone line by lifting the handset, pressing hands free or if the headset is connected, pressing the headset button. After a short pause, the number you want is dialled to line.

### • Pause

A pause can be inserted in a dialling string by pressing the Redial key. This will insert a three second pause, shown as a 'P' on the display.

### • Calls list

Your Radius 300 will store the details of the last 30 callers in the calls list. The information is stored in the sequence the calls were received.

The idle display shows the number of new calls and the number of viewed calls in the calls list. For example the idle display:

CLIP – 05/25

Indicates you have five new calls in a list of 25 calls.

To view the caller information in the list, press the Calls List key, the display will show the most recent entry first, along with the date and time the call was received.

If the number that called you is stored in the Radius 300's directory with a name, then the calls list entry will also show that name, having looked it up in the directory.

You can step backwards and forwards through entries in the calls list using the  $\wedge$   $\vee$  navigation keys.

### • Calling back an entry in the calls list

With the entry from the calls list shown on the Radius 300's display, seize the telephone line by lifting the handset, pressing the hands free button or if you have a headset fitted, pressing the headset button.

After a brief pause the telephone will dial back the number shown on the display.

### • Deleting a number from the calls list

Access the calls list and scroll to the entry you want to delete using the  $\wedge$   $\vee$  arrows.

Then press the Del key and 'Delete?' will be shown on the bottom line of the display.

Press Menu/OK to confirm the deletion and the entry will be erased.

Press Esc. To take you back to idle

### • Deleting the entire calls list:

Access the calls list, then press and hold the delete key for two seconds, and 'Delete All?' will be shown on the bottom line of the display.

Press Menu/OK to confirm the selection. The display will then change to 'Sure ?'. Pressing Menu/OK again will delete the entire list.

### • Copying a calls list entry to the Phone Book

You can copy a telephone number from the calls list to the phone book on your Radius 300.

Press the calls list key, and scroll to the entry to be stored, and press Menu/OK to confirm.

The display will prompt 'Store To Book', press Menu/OK to confirm.

The leading digit of the telephone number will now flash to allow you to edit the entry.

Press Menu/OK to confirm the numeric entry. The cursor will now appear in the lower line to allow the name to be entered using the alphanumeric keypad.

For example to enter the name John:

For J, press 5 once.

For O, press 6 three times.

For H, press 4 twice.

For N, press 6 twice.

When the name has been entered press the Menu/OK key to confirm and the display will show Saved!

### • Copying a calls list entry to a direct Memory:

You can copy a telephone number from the calls list to one of the direct memories on your Radius 300.

Press the Calls List key, and scroll to the required entry using the  $\wedge$   $\vee$  keys, or by pressing the first character of the entry you are looking for.



Press Menu/OK to confirm.

The display will show 'Store to Book', using the  $\wedge$   $\vee$  arrows navigate through the menu until the correct direct memory location is found, e.g. Store to M3.

Then press Menu/OK to confirm.

The leading digit of the telephone number will now flash to allow you to edit the entry.

Press Menu/OK to confirm the numeric entry. The cursor will now appear in the lower line to allow the name to be entered using the alphanumeric keypad.

The name can now be edited and confirmed by pressing the Menu/OK key.

Press Esc. To take you back to idle

The full character set of the keyboard is shown below.

\* Upper or Lower Case selection

# à á â ã Ç

0 + & @ 0 / % \* # \$ £ ¥ § ¿ ¡

1 "Space" - ? ! 1 , . : ; " ' < = > { } \_

2 (Upper Case) A B C 2 Ä Å Æ à á â ã Ç

3 (Upper Case) D E F 3 è é ê ë

4 (Upper Case) G H I 4 ì í î ï

5 (Upper Case) J K L 5 ?

6 (Upper Case) M N O 6 ñ ò ó ô õ

7 (Upper Case) P Q R S 7 ß

8 (Upper Case) T U V 8 ù ú û ü

9 (Upper Case) W X Y Z 9

2 (Lower Case) a b c 2 ä æ å ã à á â ã ç

3 (Lower Case) d e f 3 è é ê ë

4 (Lower Case) g h I 4 ì í î ï

5 (Lower Case) j k l 5 ?

6 (Lower Case) m n o 6 ñ ò ó ô õ

7 (Lower Case) p q r s 7 ß

8 (Lower Case) t u v 8 ù ú û ü

9 (Lower Case) w x y z 9

#### • Phone Book

The phone book can store 50 name and number entries.

#### 1. Creating a new entry

From idle press the phonebook key, and using the  $\wedge$   $\vee$  arrows navigate to New.

Press menu/OK to confirm.

The cursor will flash on the left side of the top line of the display.

Please enter the number you wish to store.

When the number has been entered, press menu/OK to confirm.

The cursor will now flash on the lower line and you can enter the name associated with this entry.

When the name has been entered, press menu/OK to confirm.

Press Esc. To take you back to idle

#### 2. Editing an existing entry

From idle press the phonebook key, then using the  $\wedge$   $\vee$  arrows navigate to the Review option.

Press menu/OK to confirm.

Using the  $\wedge$   $\vee$  arrow keys, or by pressing

the first letter of the entry you are looking for, move to the entry to be edited.

With the entry to be edited on the display, press the menu/OK key.

The leading digit of the number will now flash and can be edited.

When the number has been corrected, press the menu/OK key to confirm.

The cursor will now flash on the lower line and you can edit the name associated with this entry.

When the name has been entered, press menu/OK to confirm.

Press Esc. To take you back to idle

#### 3. Dialling a phone book entry

From idle press the phonebook key, using the  $\wedge$   $\vee$  arrow keys navigate to Review.

Press menu/OK to confirm.

Using the  $\wedge$   $\vee$  arrow keys, or by pressing the first letter of the entry you are looking for, move to the required entry.

Then seize the telephone line by lifting the handset, pressing handsfree or if the headset is connected, pressing the headset button.

After a short pause, the number you want is dialled to line.

#### 4. Deleting a number from the phone book

From idle press the phonebook key, using the  $\wedge$   $\vee$  arrow keys navigate to Review.

Press menu/OK to confirm.

Using the  $\wedge$   $\vee$  arrow keys, or by pressing the first letter of the entry you are looking

for, move to the required entry.

Then press the delete key and 'Delete?' will be shown on the bottom line of the display.

Press menu/OK to confirm the deletion and the entry will be erased.

#### 5. Deleting all numbers from the phone book:

From idle press the phonebook key, the first displayed option is Review.

Using the  $\wedge$   $\vee$  arrow keys to select "Delete All", then press menu/OK and 'Sure?' will be shown on the bottom line of the display.

Press Menu/OK to confirm the selection. The display will then change to 'Sure ?' Pressing Menu/OK again will delete the entire list.

#### • Direct Memories

The Radius 300 has three direct memories, which can each store up to 24 digits and 16 characters.

#### 1. Storing a new entry (if the memory is empty)

Press the desired memory location

The display will show 'New'

Press menu/OK to confirm

The cursor will flash on the left side of the top line of the display.

Please enter the number you wish to store.

When the number has been entered, press menu/OK to confirm.

The cursor will now flash on the lower line and you can enter the name associated with this entry.

When the name has been entered, press menu/OK to confirm.

## 2. Storing a new entry (if the memory has an existing entry)

Press the desired memory location

The display will show the existing entry

Press menu/OK to confirm this is the entry to be edited

The leading digit of the number will now flash and can be edited or overwritten. When the number has been changed, press the menu/OK key to confirm.

The cursor will now flash on the lower line and you can edit the name associated with this entry.

When the name has been entered, press menu/OK to confirm.

## 3. Deleting an entry from a direct memory

From idle, press the desired memory location

The display will show the existing entry

Press the delete key, then "Delete?" will be shown on the bottom line of the display.

Press menu/OK to confirm the deletion and the entry will be erased, or press ESC key to exit.

## Trouble shooting

### • I cannot get dial tone

Check that:

The telephone line is correctly connected.

The curly handset cord is correctly connected.

Use the hands free to see if you can get dial tone.

### • The phone does not ring

Check that the ringer is not set to off, the bell with a line through it will be shown in the display.

### • My message waiting indication is always on

Change it to the opposite polarity, either A or B.

### • My message waiting indication does not work

Check with your communications manager that the message waiting on your telephone system is compatible with the Radius 300 and that message waiting signalling is enabled on your telephone system.

### • I do not have an idle display

Check that the mains adaptor is connected and turned on.

### • Recall does not work on my Telephone system

Check with your communications manager, or try the other setting, either Earth or Timed Break recall.

turn this feature on.

## 3) Pulsed Line Reversal

If your telephone system uses a one second pulsing line reversal (1Hz), then this will be detected and the red messages LED on the top case will be illuminated.

Your Radius 300 will constantly monitor for these messages and you do not need to turn this feature on.

## 4) Line Reversal

If your telephone system applies a permanent line reversal when messages are waiting, then you will need to set the idle condition, so your Fortune Radius 300 knows what is the normal polarity and what is the reversed (messages waiting) polarity.

The easy rule is, if the red Messages LED is constantly on when you do not have messages the setting needs changing.

From idle press the Menu/OK key, the first displayed option is Audio.

Using the  $\wedge$   $\vee$  arrows navigate to Settings.

Press Menu/OK to enter Settings, and the first displayed option is Date/Time.

Using the  $\wedge$   $\vee$  arrows navigate to MWI Setting and press Menu/OK to select.

The current setting (A or B) is shown on the display.

Using the  $\wedge$   $\vee$  arrows adjust the setting. Note A is just the opposite of B, so if the indicator is on when you do not have messages waiting, change to B, and vice versa.

Then press Menu/OK to confirm.

Press Esc. To take you back to idle.

## Reset

To reset your Radius 300 back to its 'out of box' settings use this menu option. But be sure that this is what you want as you will lose all pre-programmed directory entries, date and time etc.

From idle press the Menu/OK key, the first displayed option is Audio.

Using the  $\wedge$   $\vee$  arrows navigate to Settings.

Press Menu/OK to enter Settings, and the first displayed option is Date/Time.

Using the  $\wedge$   $\vee$  arrows navigate to Reset and press Menu/OK to select.

The display will show 'Reset'.

Pressing Menu/OK, will change the display to 'Sure?'

Remember, confirming this will reset the phone and lose all your pre-programmed settings and entries.

Then press Menu/OK to confirm.

General information

• **R&TTE**  
This product is intended for use within the UK for connection to the public telephone network and private telephone systems.  
  
This equipment complies with the essential requirements for the Radio Equipment and Telecommunications Terminal Equipment directive 1999/5/EC.

• **Safety**  
Do not open or tamper with the handset or base, you could expose yourself to high voltages or other risks.

- Do not expose your product
- To water (or use it in damp conditions, such as bathrooms).
  - To fire, explosive or other hazardous conditions.
  - Direct sunlight.

• **Maintenance**

Cleaning your product  
  
Wipe clean with a damp (not wet) cloth, or an anti static wipe.  
  
Do not use sprays, abrasive cleaners or household polish as this may damage the product.

• **How many telephones can I have?**  
  
All items of telephone equipment have a Ringer Equivalent Number (REN), which is used to calculate the number of items which may be connected to any one telephone line. The total REN on one main exchange line is 4 (This may be different for Private telephone systems). If you exceed this REN then some or all of the phones may fail to ring.

• **Weee**  
  
Weee Directive – Directive 2002/96/EC OF THE EUROPEAN PARLIAMENT AND COUNCIL of the 27th January 2003 on waste electrical and electronic equipment.  
  
Products that include the WEEE symbol, shown above, should not be placed in the normal household rubbish, but should be disposed of using the appropriate WEEE disposal facility. These facilities may be advised to you by your local council or the organisation from which the product(s) were purchased. For the latest information on the WEEE directive please access the following url.

[www.dti.gov.uk/sustainability/weee/](http://www.dti.gov.uk/sustainability/weee/)  
or telephone Envirowise on **0800 585794**  
  
CE RoHS, Re-cycle  
Version 1.  
  
• Technical Helpline  
**01937 847 003**

Product Warranty Guarantee

Your Fortune Radius 300 is guaranteed for a period of 12 months from the date of purchase.

Please keep your purchase invoice in a safe place for future reference.

Subject to the terms listed below, the guarantee will provide for the repair of, or at Fortune’s or its agent’s discretion the option of a replacement, or any component thereof, which is identified as faulty or below standard, or as a result of inferior workmanship or materials.

Products over 28 days old from the date of purchase may be replaced with a refurbished or repaired product.

The conditions of this guarantee are:

- The guarantee shall only apply to defects that occur within the 12 month guarantee period.
- Proof of purchase is required.
- The equipment is returned to Fortune or its agent as instructed.
- This guarantee does not cover any faults or defects caused by accidents, misuse, fair wear and tear, neglect, tampering with the equipment or any attempt at adjustment or repair other than through approved agents.
- This guarantee does not affect your statutory rights.

Product returns

Contact your supplier for return details. Proof of purchase will be required.

Product details:.....

Product model:.....

Product serial number:.....

Purchased from:.....

Date of purchase:.....

