

TO INSTALL 9-VOLT BATTERY

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In the event of a power failure, a 9V alkaline battery (not supplied) is required to maintain your personalized outgoing announcement, recorded messages and CID data. If the battery is not installed, all your personalized outgoing announcement, recorded messages and CID data will be lost.

To install battery

1. Use a flat-blade screwdriver to lift up the battery compartment cover, and then remove the cover.
2. Attach a 9V alkaline battery to the terminals and place the battery in the compartment.
3. Replace and snap the cover into place.

Note: This unit will signal you when the battery becomes weak and needs replacement. Once battery power has been sufficiently drained, the  icon will illuminate on the LCD. Replace the 9V battery with a fresh one.

CONNECTING AC POWER

1. Insert the AC adapter's plug into the power jack on the back of the unit.
2. Plug the adapter into a standard AC outlet.
After power up, your unit will need approx. 40 seconds to initialize all the functions (the LCD will show 'INITIALIZATION'). After the first initialization, the LCD will show 'LANGUAGE'. Now you can setup your unit (see 'Setting Up Your Unit') or the unit will show 'CALLS:00 NEW:00' after initialization.

PREPARATION

SETTING UP YOUR UNIT

DO NOT CONNECT the line cord to the wall outlet until the setup has been completed.

To set the language

The LCD shows 'LANGUAGE'. If your LCD does not, press and hold MENU button for 2 seconds.

Press CALL BACK button, the LCD then shows 'FRA ENG'.

Note: The 'ENG' is blinking. Press REVIEW  or  button to select 'FRA', or 'ENG'. Press CALL BACK button to confirm.

To set the LCD contrast

Once ENG is selected, the LCD shows 'LCD CONTRAST'.

Press CALL BACK button, the digit '3' blinks.

Press REVIEW  or  button to adjust the level of contrast of LCD (from 1 to 5, default is 3).

Press CALL BACK button to confirm.

To set the weekday

Once contrast is set, the LCD shows 'ENTER WEEK'.

Press CALL BACK button, the LCD shows 'SUNDAY' and the unit announces the weekday.

Press REVIEW  or  button to set the correct weekday.

Press CALL BACK button, the unit announces the weekday set and the LCD then shows 'ENTER TIME'.

To set the time

Press CALL BACK button, the hour digits blink and the unit announces the hour.

Press REVIEW  or  button to set the correct hour.

Press CALL BACK button, the minute digits blink and the unit announces the minute.

Press REVIEW  or  button to set the correct minutes.

Press CALL BACK button to confirm. The unit announces the time set and the LCD then shows 'ENTER DATE'.

To set the date

Press CALL BACK button, the month digits blink.

Press REVIEW  or  button to set the correct month.

Press CALL BACK button, the day digits blink.

Press REVIEW  or  button to set the correct day.

Press CALL BACK button to confirm.

To set the area code

Once time and date are set, the LCD shows 'SET AREA CODE'.

Press CALL BACK button, the first digit '-' of the area code blinks.


Press REVIEW  or  button to enter the first digit. Press CALL BACK button to confirm and go to next entry.

Repeat above steps until the 3-digit area code is set.

After you press CALL BACK button to confirm the third digit, the unit returns to standby mode at once.

This procedure has now been completed, you should see all the current data you entered on the LCD.

NOTES:

- Press ERASE button to exit a menu at any time.
- To check the time and date, just press the  / TIME CHECK button. The unit will announce the current time.
- If there is a delay of 30 seconds between any of the steps, the unit will revert to standby mode.

CONNECTING THE TELEPHONE LINE

1. Plug the telephone line cord from the unit into the wall jack.
2. Plug your phone's line cord (not supplied) into the TEL. LINE jack.

TURNING THE UNIT ON/OFF

To turn on the unit, press ON/OFF/STOP button. The message LED illuminates and the unit is set to answer calls.



To turn it off, press ON/OFF/STOP button. The message LED turns off.

RECORDING OUTGOING MESSAGES (OGM)



For your outgoing message, you can either use prerecorded outgoing message or you can record your own outgoing message. If you do not record a message of your own, the prerecorded outgoing message will be used automatically.

Wording of the prerecorded outgoing message: 'Hello, please leave a message after the tone'.

To record your own OGM (up to 5 minutes):

1. Press and hold  / OGM button and the unit beeps. The LCD shows 'OGM RECORDING' and the counter starts counting up.
2. Speak clearly at a distance of about 15 cm (6 inches) from the microphone.
3. Release the  / OGM button when you have finished speaking. Your OGM will be played back automatically and the LCD shows 'OGM PLAYBACK'.

Notes:

- To change your OGM, repeat steps 1-3 above.
- Each outgoing message can be recorded, played back, or deleted independently.
- The length of your message will reduce the total recording time available for incoming calls. For example, a 20-second message will leave approximately 49 minutes and 40 seconds recording time.
- To check your OGM at any time, press and release the  / OGM button.
- If you record your own message and subsequently decide to use the prerecorded message, press  / OGM button. While your own message is playing, press DELETE button.

SETTING THE NUMBER OF RINGS

To control the duration before the unit answers a call, slide the switch on the rear side of the unit to the desired number of rings (2, 6, or TS).

TS (Toll Saver) – If you choose the Toll Saver option, and there are new messages, the unit answers after two rings. Otherwise, the unit answers after six rings. This lets you avoid unnecessary charges when calling by long distance to check your messages. If you hear more than two rings, you know you can hang up because the unit has no new messages.

SETTING THE INCOMING MESSAGE LENGTH

Set the slide switch on the rear side of the unit to 1 or 5 MIN (minutes) to choose the length of incoming messages. After the caller hangs up or is silent for more than 7 seconds, or the maximum message length is reached, the unit hangs up and resets to answer the next call.

ANSWERING SYSTEM OPERATION

RECORDING A MEMO

A memo is a message that you record by speaking directly into the unit, without calling in on the phone.

1. Press and hold MEMO/2 WAY button and the unit beeps. The LCD shows 'MEMO RECORDING' and the counter starts counting up.
2. Speak clearly at a distance of about 15 cm (6 inches) from the microphone.
3. Release the MEMO/2 WAY button when you have finished speaking. The MEMO icon will be lit on the LCD.

RECORDING A 2-WAY PHONE CONVERSATION

You can record both sides of a conversation on any phone connected to the same phone line as the unit.

At any time during the conversation, press MEMO/2 WAY button. The LCD shows '2-WAY RECORDING' and the counter starts counting up to indicate the time is recording the call. Press MEMO/2 WAY button again to stop recording.

Nexxtech 2618302 Sf 4201 User Guide

G Thomas



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