

OpenPhone 25

in the OpenCom 1000/1010
Communications System

User Guide



DeTeWe

Welcome to DeTeWe






Many thanks for choosing this DeTeWe product. It satisfies the demands for highest quality and is also characterised by its superior design.

The following instructions will guide you in using your OpenPhone 25 and provide answers to all your most important questions. If you should require further information, please first contact the person responsible for your system or your dealer.

The person responsible for the system is:

Name:

Telephone:

The OpenPhone 25		C-Key 	17
in the OpenCom 1000/1010		R-Key 	17
Communications System	5	Key 	18
General Information	5	Key 	18
		Handset Key 	18
The Design of Your Telephone	6	Receiver / Loudspeaker	
Using Your Telephone	6	Volume	18
Safety Precautions	6	Call Keys	18
Power Supply	6	Example of a Menu	19
Usage	6	Example of a Telephone Book	19
General Information	6	Text Input	19
DECT	7	Automatic Fade-out	20
Installation	8	MenuCards	21
Installation Site	8	Info Line(s)	21
Inserting / Removing the		Internal / External Keys	21
Battery Pack	8	Multiple Keys	21
Connecting the Charger	9	"Team" Direct Call Key	22
Important Information about the		Display in Key Menu	22
Battery	9	Invoking MenuCards	
Charging and Discharging	10	Using Keys	23
Charging the Battery	10	Selecting / Deleting Items in	
Commissioning	10	MenuCard Lists	24
Charging and Operating Times	10		
Charge-level Indicator	11	Telephoning	25
Charge Warning	11	General Information	25
Connectors on the Handset	12	Description of Operating Steps	25
Data Charger	12	Switching the Handset	
Going into Operation	13	On / Off	25
Registering the Handset	13	Setting the Handset Volume	25
Display Symbols and Keys	14	Open Listening / Hands-free	
Display Divisions	15	Operation	25
Symbol Line	15	Muting	25
Text Line	15	Visual Call Signalling	25
Softkey Line	15	Redialling	26
Illumination	16	Ring Tone / Vibration Alarm	26
Softkeys and Keys	16	Time / Alarm	26
Softkey: Arrow Keys	16	Multiple Calls	26
Softkey: OK	17	Seizing an External Line	
Softkey: Back	17	Manually or Automatically	26

Seizing a Line Using Direct Call Keys with Signalling	27	Enquiry / Toggling Using another Call Key	35	Data Communication	59
Seizing a Line Using the "Team" Direct Call Key	27	Transferring an Internal / External Call to an Internal Subscriber	35	General Information	59
DTMF Post-dialling / Touch-tone Dialling	27	Using a MenuCard when a Subscriber Is on Hold	36	System Prerequisites	59
Call-charge Display	27	Internal / External Three-party Conference	37	Notes on the Data Application	59
Redialling	27	During the Conference	37	PC Software	60
Transmission of Your Telephone Numbers	28	Special Calls / Conversations	38	Connecting the PCs	60
The CLIR Feature	28	Replying to Callbacks	38	Installing the Software	61
Menu before and during a Call	28	Making Calls from the Telephone Book	39	Installation Sequence	61
MenuCard in the Idle State	29	The Telephone Book	39	Important Prerequisites for Installation	61
Making External / Internal Calls	30	The "Telephone Book"	39	Installing the Phone Software	62
Internal Calls on a Telephone with an Internal Preferred Key	30	MenuCard	39	Internet Access via Dial-up Networking	64
External Calls on a Telephone with an Internal Preferred Key	30	TOP TEAM Team Function	40	Setting up the Access	64
External Calls on a Telephone with an External Preferred Key	30	BROKER'S TEAM Team Function	41	Using the Internet Access	67
Internal Calls on a Telephone with an External Preferred Key	30	PARALLEL TEAM Team Function	42	Removing the Drivers	68
Terminating Calls	30	EXECUTIVE-SECRETARY TEAM Team Function	44	Help with Faults	68
MenuCard during a Conversation	31				
MenuCard on Busy	31	Features and MenuCards	46	Appendix	69
MenuCard while Ringing	32	Feature Setting Variants	46	Care and Maintenance	69
Accepting Calls	33	Using MenuCards	46	Technical Specifications	70
Using the Handset Key or the Key Menu	33	Using Programmed Keys	46	Index of Key Words	71
Calls during a Conversation	33	Main Menu	47	Declaration of Conformity	74
MenuCard while an Incoming Call Is Being Signalled	34	"Main Menu" MenuCard	47		
MenuCard while Dialling	34	"Calls" MenuCard	48		
Enquiry, Toggling, Transferring and Conference Calls	35	"Call diverted" MenuCard	50		
Enquiry / Toggling Using the R-key	35	"Messages" MenuCard	51		
		"Settings" MenuCard	52		
		"Protection" MenuCard	55		
		"Special features" MenuCard	56		
		"Central config." MenuCard	56		

The OpenPhone 25

Used in the OpenCom 1000/1010 Communications System

General Information

The OpenPhone 25 is a telecommunications device for use in conjunction with your OpenCom 1000/1010 communications system. The newly designed menus enable ease of operation and fast access to the many functions and features of your system.

Make yourself familiar with your telephone equipment. You will discover many new functions that make communication and organisation easier.

The Design of Your Telephone

Using Your Telephone

Safety Precautions

Only use this product in countries where the relevant authorities have granted an appropriate licence.

The CE stamp on the product confirms that it meets the technical guidelines on user safety and electromagnetic compatibility valid at the time of licensing.

Please also refer to the other documentation supplied with the components of your telephone system.

Power Supply

This product requires a 230-V alternating current power supply*. This product can only be switched off by removing the adapter plug from the mains socket.

* The mains supply voltage in some countries is 110 V. The adapter plug is designed accordingly.

Usage

This handset, like any cordless telephone, operates using radio signals, which cannot guarantee the establishment of a connection under all conditions. Therefore, you should never rely solely upon any cordless telephone for essential communication (e.g. in medical emergencies).

General Information

The OpenPhone 25 is a cordless telephone that can be operated on the OpenCom 1000/1010 communications system. In addition to convenient softkey control of the system's features, this telephone also has a variety of features that enable you to make calls more easily. To improve your availability, you can also operate your handset in other communications systems and thus use the same handset in different places.

DECT

Your handset uses a digital radio connection in accordance with the Digital Enhanced Cordless Telephone (DECT) standard for the connection to the base station. This digital channel guarantees the highest voice quality without static or background noise.

Installation

Installation Site

Place the charger on a flat, even surface. Do not place the charger or accessories in the vicinity of:

- water, moisture or damp areas
- heat sources, direct sunlight or poorly ventilated areas
- devices which produce strong magnetic fields, electrical devices, fluorescent lamps, computers, radios, television sets, fax machines or other telephones
- areas where the equipment may be covered, its ventilation impaired, or where fluids could penetrate into it
- areas where there is excessive dust, and areas subject to vibration, shock or extreme temperature fluctuations.

Place and/or keep the handset and accessories away from small children.

Inserting / Removing the Battery Pack

Only use the following type of battery in your telephone:

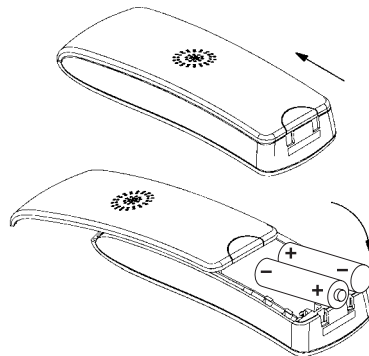
- Manufacturer: **Yuasa,**
NiMh / 1,2 V
Capacity: 700 mAh
Type: AAA
Order No.: DHA0700AAA

Replacements can be obtained from your local dealer.

To insert or remove the battery pack, please proceed as shown in the diagram:

Push the back cover of the handset upwards and insert or remove the battery pack.

Make sure that the battery contacts are correctly positioned, as your telephone could otherwise be damaged.



Connecting the Charger

To operate the charger you need a 230-V AC mains connection.

Connect the cable of the adapter plug to the socket on the side of the charger, and then put the adapter plug into the mains socket.



Important Information about the Battery

Only use the battery as directed. Never use a damaged or flat battery.

Heat and cold reduce the performance and the life of the battery. A handset with either a hot or a cold battery can be temporarily out of operation, even when the battery is fully charged.

Dispose of used batteries in accordance with your local regulations. Please take them to your recycling centre for disposal.

Never throw a battery into a fire.

Charging and Discharging

The battery can be charged and discharged hundreds of times, but it will eventually be used up. When the operating time (i.e. talk and stand-by time) has become noticeably shorter than normal, the battery should be replaced.

A fully charged but unused battery discharges itself in approximately one week at room temperature.

In order to achieve long operating times, you should discharge the battery at intervals by not placing the handset in the charger, and leaving it switched on until it switches itself off. Please only use this method to discharge the battery.

Extreme fluctuations in temperature have an effect on the charging capacity of the battery.

Charging the Battery

Commissioning

Charge the battery for six to seven hours before using your handset for the first time. This safety precaution will extend the life of your battery. The maximum performance of the battery is only attained after three to five charging/discharging cycles. Place your handset in the charger regularly in order to reach the optimum battery charge.

Be careful to observe the correct polarity when replacing the battery. It is absolutely essential that you only use those types of rechargeable battery authorised by the manufacturer.

The manufacturer does not accept any responsibility for malfunction or damage when other types of rechargeable battery or normal batteries are used.


Charging and Operating Times







Charging time: 6 - 7 hours from being fully discharged to top capacity.

Talk time: up to 9 hours (fully charged).

Stand-by time: up to 130 hours (fully charged).

Charge-level Indicator

The charge level of the battery is shown by the  in the display. The symbol has the following meanings:

-  Battery is 80 - 100% charged
-  Battery is 60 - 80% charged
-  Battery is 40 - 60% charged
-  Battery is 20 - 40% charged
-  Battery is 0 - 20% charged
-  (Frame flashes) The battery is almost discharged; warning signal.

Your handset is equipped with a battery management facility, which has to establish the critical values of the battery charge level before this level can be displayed correctly.

When the battery has been replaced, there is no display of the charge level until an entire charge cycle has been completed.

When the handset has been placed in the charger, the flashing segments and the green illuminated ring indicate that charging is taking place.

Charge Warning

When the battery capacity is nearly exhausted, you will hear three short beeps repeated once a minute as a warning. If you are making a call when you hear this sound, you have five minutes remaining in which to complete it before the handset switches itself off.

Connectors on the Handset

PC connector on the handset / Headset connector on the handset

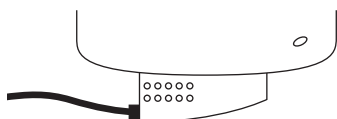
You can use the connector on the base of the handset to plug in either a PC via a data cable or a headset.



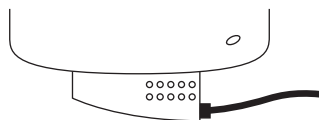
Press the plug into the socket so that it clicks firmly into place. The PC connecting cable must point to the left.

The headset connecting cable must point to the right.

In order to unplug the cable, pull the plug downwards from the socket.

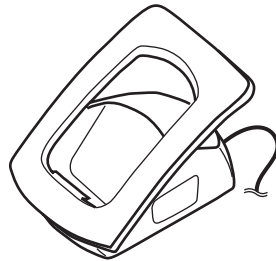


PC connector on the handset



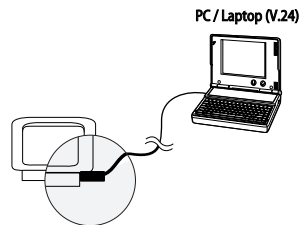
Headset connector on the handset

Data Charger



When using a charger with a data connector, you can operate your OpenPhone 25 as a desktop telephone and connect a PC and a headset at the same time.

The handset batteries are charged while it is placed in the data charger.



PC connector on the data charger

Going into Operation

Registering the Handset

Your handset can be operated on a maximum of ten different communications systems. In order to do this, it must be registered ("subscribed") on every system.

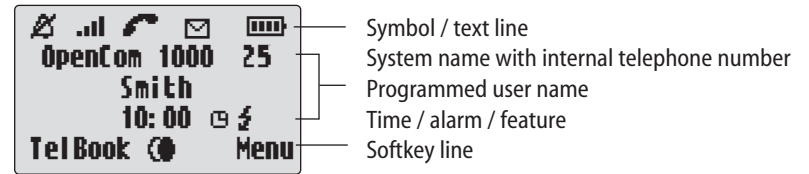
In the case of operation in the OpenCom 1000/1010 communications system, registration (subscription) is undertaken by your system administrator.

In the case of other communications systems you must register your handset on the communications system as described on p. 52.

Anzeigen und Tasten



Display Divisions



- Symbol / text line
- System name with internal telephone number
- Programmed user name
- Time / alarm / feature
- Softkey line

The Symbols Appearing in the Display

- Ring tone switched off
- Radio connection is good when at least two bars show
When the radio connection is bad, the left-hand bar flashes
- On: connection
Flashing: incoming call
- Shows that an e-mail or a text message has been received
- Battery charge level (see p. 12)
- You have programmed and activated a local alarm
- You have activated a feature restricting your availability: call forwarding or call blocking
- Enables selection from the redialling and call lists
- Key lock

Text Lines

The three lines in the middle of the five-line display provide information on the current call status or menu lists and texts. In the idle state, the display shows the name of your system with the internal telephone number, your programmed user name and the time, as well as any alarm due to go off and the active features. Use the arrow keys to scroll up or down in selection lists (e.g. in the telephone book) and in the Features Menu. Items that can be selected are displayed with a dark background.



Softkey Line

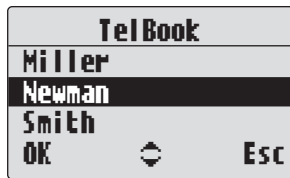
The texts and symbols in this line refer to the keys below. The contents of the line change according to the operating mode.

Illumination

The display is illuminated automatically when a call comes in or when you press a key, and is switched off

again automatically after ten seconds if no key is pressed.

Softkeys and Keys



The two keys below the display as well as the arrow keys are called "softkeys". The functions assigned to these keys are shown in the bottom line of the display. The key function changes automatically according to the current operating mode of the handset.



Enables selection from the redial and call lists.



When a selection list (e.g. in a telephone book or menu) is displayed, you use the arrow keys to move the cursor to the desired entry.



Receiver / loudspeaker Volume symbol.

Softkey: Arrow Keys

Above the arrow keys you will see symbols depicting the current functionality of those keys:



When you enter telephone numbers or texts, you can edit them by means of a cursor. The arrow keys move the cursor to the beginning or end of the entry.

Softkey: OK

You use **OK** to confirm the selected function. If the selected function only enables a shift between two function levels, then this key performs the shift. Active settings (ON) are depicted in the display with a "✓" (tick) in front of the respective term, while in the case of inactive settings (OFF), the leading position in the line is blank.

Softkey: Esc

You use the softkey **Esc** (short press) to leave the section of the menu currently shown in the display. The display subsequently shows the selections offered by the previous branch of the menu, or the current idle or call display.

C-key

The C-key has multiple functions. Depending on the current state of the telephone, e.g. idle, making a call, editing mode, etc., there is a difference between **short** and **long** presses.

The following functions have been implemented:

... while an incoming call is being signalled:

a **short** press of the C-key switches off the ring tone tem-

porarily. The visual call signal is not affected. A list of call keys to which incoming calls are programmed appears. This list disappears automatically after approx. 20 seconds.

... in the idle state, while an incoming call is being signalled, and during a phone call:

a **long** press invokes the Key Menu and displays all the call keys configured on the telephone, regardless of their states (idle, ring, and call), and the function keys.

... while you are editing entries in lists:

a **short** press deletes a single character to the left of the cursor.
a **long** press deletes the contents of the entire line.



... when you are in a list, e.g. a call or redial list:

- if an entry has been selected, a **short** press then deletes this entry.

R-key

Switches the handset on / off (**long** press). In conjunction with enquiry calls, you can use this key to initiate an enquiry call and to toggle.

Key 

A long press while the phone is idle switches the key lock on. Switch the key lock off again with the softkey  followed by the key .

Key 

A long press while the phone is idle switches the buzzer / ring tone on or off.

Handset Key 

The handset key has multiple functions. Depending on the current state of the telephone, there is a difference between **short** and **long** presses.

... Short press

- if the telephone is in the idle state, this seizes the first of the lines used for outgoing calls.
- activates the call if there a telephone number has already been keyed in while in on-hook dialling mode.
- if the telephone is ringing, this accepts the call.
- terminates an active call.

... A long press

- during the call or while dialling switches open listening on or off.


Receiver / Loudspeaker Volume

You use the keys on the side of the handset to adjust the volume (+/-). You will hear a tone when the minimum or maximum value has been reached.

Call Keys

The OpenCom 1000/1010 communications system makes a list of programmed call keys and functions available to every terminal in the Key Menu.

Text Input

When you are entering text, use the arrow keys to move the cursor (at the input position) to the beginning or end of the entry. The  key deletes individual digits/characters. You use **Esc** to cancel the entire procedure. You can enter the following characters by pressing the number keys several times. The input position moves on automatically when you do not enter any characters for a few seconds or when you enter a new character.

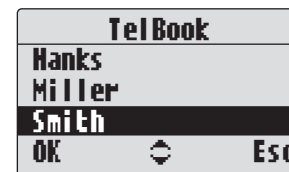
Example of a Menu


The telephone is in the idle state. Press the softkey **Menu** for longer than two seconds.



Use the arrow keys to scroll through this list and confirm the desired function by pressing **OK**.

Example of a Telephone Book Display



If you have opened the telephone book (using the **TelBook** softkey), you can use the arrow keys to select a name, and then dial the number with .


Key	Character
1	1?!,,:;" '
2	ABC2ÄÅÄÄÄÆÇ
3	DEF3ÈÉÊË€
4	GHI4Ì Í Î Ï
5	JKL5
6	MNO6ÑÕÖÓÓØ
7	PQRS7ß
8	TUV8ÛÜÙÚ
9	WXYZ9
0	0 (space)@ \$ &
*	*-+=~<>^%
#	#(){}[]/\

Text input automatically places an uppercase letter at the beginning, followed by lowercase letters.

You can toggle between uppercase and lowercase with a long press of the desired key.

Automatic Fade-out

Menus are automatically faded out under the following conditions:

- When you receive a call while your phone is in the idle or call state.
- In the call state, when you perform input that requires invoking a new, call-dependent menu (e.g. you press the  key during an enquiry call; see “Telephoning”).
- When you press a softkey that invokes a menu other than the one currently being displayed.

If you have saved your input in a menu, it remains saved when you leave the menu.

MenuCards

Info Line(s)

In the idle state, the display shows your telephone number and the time. In the call state, the display shows the current charge counter and information texts (if this has been configured). In the enquiry state, you see the selected enquiry call telephone number.

Internal / External Keys

Your telephone has at least one internal key whose number appears in the display in the idle state. Your system administrator can configure additional internal and external keys. These are then listed in the Key Menu. You can use these keys to make and accept internal and external calls. Each of these keys has its own telephone number. One of these keys (depending on the system administrator's configuration) is seized when you press the handset key.

Multiple Key

If your system administrator has configured this, calls for team partners are signalled in parallel on your MULTIPLE INTERNAL keys. This

means you can accept calls for a partner. You can also use these keys to make calls (in which case, however, you seize the partner's telephone number).

Calls on an external line are signalled on the EXTERNAL keys. Parallel to this, the call is also signalled on your team partners' MULTIPLE EXTERNAL keys. Every member of the team can use these keys to make external calls.

“Team” Direct Call Key

If your system administrator has configured this, you can use the “Team” direct call key to accept calls for other members of the team. In addition, you can call the other members of the team directly by pressing these keys.

Display in Key Menu

If you invoked the Key Menu with a short press of the C-key, then only the keys that were called are listed in the display. Use the arrow keys to select and accept the preferred call key.



If you invoked the Key Menu with a long press of the C-key, then all call keys, regardless of their state (idle, ring or call), as well as the function keys will be listed in the display.



Invoking MenuCards Using Keys

Key	short	long	MenuCard
Softkey Menu	x		Depends on state of telephone
		x	Main Menu
Softkey TelBook	x		Telephone book
Softkey	x		Redial list
Softkey		x	Call list

Selecting / Deleting Items in MenuCard Lists

Arrow key



Selection / scrolling in the MenuCard lists is performed with the arrow keys.

C-key short



Deletes an item from the list.

Telephoning

General Information

Description of Operating Steps

In the following descriptions, all the softkey functions for the left and right keys will be listed at the bottom of the display. These functions can be activated by pressing the arrow keys or the **OK** softkey.

Switching the Handset On / Off

You can switch the handset off by pressing **(i/R)** for longer than one second while the phone is in the idle state. You switch the handset on by pressing **(i/R)** again or by placing the handset in the charger. When the handset is switched off, it does not signal calls or alarms.

Setting the Handset Volume

You use the two keys on the side of the handset to adjust the receiver or loudspeaker volume (there are seven levels in all). You can follow the adjustment of the setting in the display.

Open Listening / Hands-free Operation

In order to allow several people in a room to participate in a phone call, press the handset key **(H)** for longer than two seconds during the conversation. Repeat this to switch the function off.

The best sound quality is achieved by placing the handset on its side on a smooth, flat surface (e.g. a table) so that neither the microphone nor the loudspeaker is covered by anything.

Muting

You can use **Mic off** to switch your handset's microphone off during a conversation. Pressing **Mic on** will switch it on again.

Visual Call Signalling

The illuminated ring around the handset's loudspeaker flashes in a red colour to indicate an incoming call.

Redialling

The last ten external telephone numbers entered via the keypad are always saved. When there are more than ten entries, the oldest one is overwritten.

Ring Tone / Vibration Alarm

Incoming calls can be signalled silently by the phone’s built-in vibration alarm as well as or instead of the ring tone.

Time / Alarm

In the idle state, the display shows the current time
The handset also has a programmable alarm function.

Internal and External Telephone Numbers


The internal and external telephone numbers under which you can be contacted are assigned when your OpenCom 1000/1010 communications system is set up.


Multiple Calls

There can be several calls on your telephone simultaneously, depending on the number of call keys configured. All further callers hear a busy tone or are connected (“dropped”) to the operator, depending on how your OpenCom 1000/1010 communications system is configured.

Seizing an External Line Manually or Automatically

The preference can be set up for every telephone.

Telephone with external preference: your telephone is set up so that when you press the handset key , your EXTERNAL key is automatically seized. You can then dial the external telephone number immediately. This is the usual preference when you have to make a large number of external calls.

Telephone with internal preference: pressing the handset key  automatically seizes your INTERNAL key and you can dial internally immediately. This is the usual preference when you make a large number of internal calls.
Customer service sets up the preference of your choice.

Seizing a Line Using Direct Call Keys with Signalling

Direct call keys with signalling can be set up on your telephone. You can also program telephone numbers to these keys yourself. Dialling by means of direct call keys with signalling is analogous to entering a telephone number.
In all the procedures described in this chapter, you can select a direct call key with signalling instead of entering a telephone number.

Seizing a Line Using the “Team” Direct Call Key

“Team” direct call keys can be set up on your telephone. You can also program internal telephone numbers to these keys yourself. You can use a “Team” direct call key to call the programmed destination directly.

DTMF / Touch-tone Dialling

In the call state, your telephone is automatically switched to touch-tone dialling. You can use touch-tone dialling to listen to an answering device or access a voicebox, for example.


Call-charge Display

If your telephone company transmits call-charge information, you can see the current amount in the display during or after a call made from your keypad.

Redialling

Press the upper arrow key (several times if necessary) while your phone is in the idle state. You will then see the last ten telephone numbers you dialled from your keypad. If a telephone number is also in your or your system’s telephone book, you will also see the name.



Dial: press  and the selected telephone number is dialled.

Transmission of Your Telephone Numbers

In ISDN there are various services enabling and disabling the transmission of telephone numbers between subscribers.

The CLIR Feature

Your system administrator determines whether your telephone number is transmitted or not when you make a call.

Menu before and during a Call

In the idle or call state, a short press of the **Menu** softkey will invoke a state-dependent menu. You will see frequently used features which you can then activate.

For example, another telephone in your pick-up group rings and you want to take the call. Press the **Menu** softkey, select **Pick-up**, and confirm this with **OK**. You will then be connected with the caller.

Or let's say a subscriber is busy and you would like that subscriber to call you back. Press the **Menu** softkey while you can still hear the busy tone and confirm the **callback** with **OK**.

The state-dependent menus are shown at the end of the following sections.

MenuCard in the Idle State

Press the **Menu** softkey **briefly** and then select ...

Paging: you acknowledge the paging message that previously appeared on your display.

Pick-up: if your telephone belongs to a pick-up group, you can take calls made to any telephones within this group.

Dir. pick-up: after entering the telephone number, you take a call made to any other telephone. If the other telephone is already in the call state (e.g. an answering machine is in announcement mode), you pick up the call if you have the corresponding user authorisation.


E-mail: this function is configured for you by your system administrator and is only available on selected telephones. You can send and receive e-mails via the mail server.

Last call costs: you see the cost of the last call and the total costs for your telephone.


WAP portal: you can access WAP (WML) pages in the Internet using URLs preset by the system administrator or can enter a URL yourself.

Making External / Internal Calls


Internal Calls on a Telephone with an Internal Preferred Key

 Press the handset key (your INTERNAL key will be seized) or


use the Key Menu to select the desired call key or INTERNAL key.

 Dial the internal telephone number.


External Calls on a Telephone with an Internal Preferred Key

 Press the handset key (your INTERNAL key will be seized), or


use the Key Menu to select the desired call key or INTERNAL key.

 Dial the external telephone number with the leading code digit used for seizing an external line.

External Calls on Telephone with External Preferred Key


 Press the handset key (your EXTERNAL key will be seized), or

use the Key Menu to select the desired call key or EXTERNAL key.

 Dial the external telephone number without the leading code digit for seizing an external line.

Internal Calls on Telephone with External Preferred Key

Use the Key Menu to select the desired INTERNAL key.

 Dial the internal telephone number.

Terminating Calls

To terminate a call, press the handset key **briefly** or

press the **Menu** softkey **briefly**, then select ...

Disconnect: Your current call will be terminated and you can dial a new number.

MenuCard during a Conversation

(connection **without** holding a call)

Press the **Menu** softkey **briefly**, then select ...

Paging: you acknowledge the paging message that previously appeared on your display.

Telephone book: your communication system's telephone book can store approx. 10,000 entries. This figure includes the centrally-managed telephone book.

Disconnect: the current call is terminated and you can dial a new number.

Team hold: if a call is to be continued on a different telephone belonging to a team, you can press "Team hold" to invoke an automatic hold recall to the team members.

E-mail: this function is configured for you by your system administrator and is only available on selected telephones. You can send and receive e-mails via the mail server.

Loudspeaker: here you activate the open listening / hands-free operation function to enable other people in the room to participate in the conversation.

WAP portal: you can access WAP (WML) pages in the Internet using URLs preset by the system administrator or can enter a URL yourself.

MenuCard on Busy

If the subscriber's number is busy ... press the **Menu** softkey **briefly**, then select ...

Paging: you acknowledge the paging message that previously appeared on your display.

Telephone book: your communication system's telephone book can store approx. 10,000 entries. This figure includes the entries in the centrally-managed telephone book.

Disconnect: the current call is terminated and you can dial a new number.

Call waiting: the busy subscriber hears a discreet "knocking" signal during the conversation.

Call back: as soon as the subscriber is free again, the callback will be activated.

Dir. pick-up: If you are authorised to do so, you pick up the call made to a busy team member.

Intrusion: you intrude on an active call but can only be heard by the subscriber you called. This subscriber remains connected to the person to whom they were originally speaking.

E-mail: this function is configured for you by your system administrator and is only available on selected telephones. You can send and receive e-mails via the mail server.

Loudspeaker: here you activate the open listening / hands-free operation function to enable other people in the room to participate in the conversation.

WAP portal: you can access WAP (WML) pages in the Internet using URLs preset by the system administrator or can enter a URL yourself.

MenuCard during a Call

Press the **Menu** softkey **briefly**, then select ...

Paging: you acknowledge the paging message that previously appeared on your display.

Telephone book: your communication system's telephone book can store approx. 10,000 entries. This figure includes the centrally-managed telephone book.

Disconnect: the current call is terminated and you can dial a new number.

Call back: as soon as the subscriber is free again, the callback will be activated.

E-mail: this function is configured for you by your system administrator and is only available on selected

telephones. You can send and receive e-mails via the mail server.


Loudspeaker: here you activate the open listening / hands-free operation function to enable other people in the room to participate in the conversation.

WAP portal: you can access WAP (WML) pages in the Internet using URLs preset by the system administrator or can enter a URL yourself.

Accepting Calls

Using the Handset Key or the Key Menu

Normal call

 Press the handset key (your INTERNAL (EXTERNAL) key will be seized) or use the Key Menu to select the desired call key or INTERNAL (EXTERNAL) key.

Call waiting during a conversation

J You are having a conversation when you hear a "knocking" tone and see "Call waiting" and the caller in the display.


Press the R-key to accept the call or use the Key Menu to select the call key labelled "Key 0". Your first call will be held and you speak to the waiting subscriber.

For further procedures, please see the section entitled "Enquiry, Toggling, Transferring and Conference Calls" below.


Calls during a Conversation


On the same call key

(this is only possible for external calls if it has been configured by the system administrator)

J You are having a conversation when you hear a "knocking" tone and see "Further calls" in the display. You can only accept the waiting call by ending your current call, which is done by going on hook or transferring it. As soon as you have ended your first call, the waiting call will automatically be signalled on the key that is now no longer busy. You can then press the handset key  to accept the call.

On a different call key

J You are having a conversation when you hear the call-waiting signal. Press the -key briefly to open the Key Menu and then select one of the call keys that have been called. Your first call will be held. You can now speak to the waiting subscriber.

Press the handset key  to terminate the current call.

Open the Key Menu with a long press of the -key and then select the waiting subscriber's call key.

J You can speak to the first subscriber again.

MenuCard while an Incoming Call is Being Signalled

Press the **Menu** softkey **briefly**, then select ...

Paging: you acknowledge the paging message that previously appeared on your display.

Deflect call: you use this function to deflect the call to another subscriber. Select the menu item, enter the destination and press the **OK** softkey.

E-mail: this function is configured for you by your system administrator and is only available on selected telephones. You can send and receive e-mails via the mail server.

WAP portal: you can access WAP (WML) pages in the Internet using URLs preset by the system administrator or can enter a URL yourself.

MenuCard while Dialling

Press the **Menu** softkey **briefly**, then select ...

Paging: you acknowledge the paging message that previously appeared on your display.

Telephone book: your communication system's telephone book can

store approx. 10,000 entries. This figure includes the entries in the centrally-managed telephone book.

Disconnect: the current call is terminated and you can dial a new number.

Pick-up: if your telephone belongs to a configured pick-up group, you can take calls made to any other telephone within this group.

Dir. pick-up: after entering the telephone number you take calls made to any other telephone.


E-mail: this function is configured for you by your system administrator and is only available on selected telephones. You can send and receive e-mails via the mail server.


Loudspeaker: here you activate the open listening / hands-free operation function to enable other people in the room to participate in the conversation.

WAP portal: you can access WAP (WML) pages in the Internet using URLs preset by the system administrator or can enter a URL yourself.

Enquiry, Toggling, Transferring and Conference Calls

Enquiry / Toggling Using the R-key


 In a conversation, press the R-key: your first call will be held.


 Enter the internal or external telephone number. You can now speak to the subscriber you called. To toggle (i.e. switch backwards and forwards between the two subscribers), press the R-key.

You terminate the enquiry call / toggling by pressing the R-key.

Press the **Menu** softkey **briefly**, then select ...


Disconnect: the current call is terminated.

 Press the R-key.

 You can speak to the waiting subscriber again.

Enquiry / Toggling Using Another Call Key

Select another call key from the Key Menu; your first call will be held.

 Enter the internal or external telephone number (or select a call key from the list). When doing this,

please take into account the type of line seizure. You can now speak to the called subscriber.


In order to toggle (i.e. switch backwards and forwards between two subscribers), you use the Key Menu to select the waiting subscriber's call key.

You terminate the enquiry call / toggling by:

Pressing the **Menu** softkey **briefly**, then selecting ...

Disconnect: the current call is terminated.


To speak to the waiting subscriber again, select that subscriber's call key in the Key Menu.

 You can speak to the waiting subscriber again.

Transferring an Internal / External Call to an Internal Subscriber

You have made an internal enquiry call (see Enquiry / Toggling) using the R-key or another call key.

If the subscriber replies,

 announce that you are transferring the call and press the handset key **briefly**.

If the subscriber does not reply, press the handset key **briefly** to transfer the call to that subscriber.

If the subscriber then goes off-hook, they are connected to the waiting caller. If the waiting call is not accepted within 45 seconds, you get a recall and after pressing the handset key are again connected with your original caller.

If the called subscriber is busy, press the R-key again or use the Key Menu to select the call key on which your original caller is being held.

Transferring an External Call to an External Subscriber

You can only transfer an external call to an external subscriber by means of the MenuCard.

In order to do this, press the **Menu** softkey **briefly** and confirm the **transfer** by pressing the **OK** softkey.

External calls are connected in your telephone system as per the settings that have been made for your communications system.

Note: If you connect two calls you dialled, the charges will be billed to your own account. Bear in mind that you will have no control over the duration of the transferred call!

Using the MenuCard when a Subscriber Is on Hold

When the subscriber is on hold ... press the **Menu** softkey **briefly**, then select ...

Paging: you acknowledge the paging message that previously appeared on your display.

Telephone book: your communication system's telephone book can store approx. 10,000 entries. This figure includes the entries in the centrally-managed telephone book.

Disconnect: the current call is terminated and you can dial a new number.

Toggle: you switch between the current subscriber and the subscriber you spoke to previously.

Team hold: if a call is to be continued on a different telephone in a team, you can press "Team hold" to invoke an automatic hold recall to the team members.

Conference: you initiate a three-party conference.

Transfer: your current call and the last call held are connected in your PABX as per the settings made in your system.

Loudspeaker: this allows you to activate the open listening / hands-free operation function to enable other people in the room to participate in the conversation.

WAP portal: you can access WAP (WML) pages in the Internet using URLs preset by the system administrator or can enter a URL yourself.

Internal / External Three-party Conference

If your telephone has the necessary authorisation, you can hold a telephone conference (with up to three participants). External and internal subscribers can participate in the conference.

You have dialled an internal or external enquiry call.

↳ When the subscriber replies, you announce the conference and use the MenuCard to select the menu item "**Conference**". This initiates the conference.

You end your own participation in the conference by pressing the handset key **briefly** or pressing the R-key. Pressing the R-key and hanging up terminates the conference.

During the Conference

Please note that conferences with two external subscribers must be activated by Customer Service. Every subscriber can make an enquiry call from a conference to one further subscriber or transfer the conference to another subscriber.

Enquiry calls: you make an enquiry call (during a conference) to another subscriber by selecting an INTERNAL / EXTERNAL key from the Key Menu or pressing the R-key, then dialling the telephone number or selecting the "Team" direct call key or the "Partner" direct call key. When you want to return to the conference, select the key on which the conference is being held.

Special Calls / Conversations

Replying to Callbacks

A callback is performed when the other subscriber is available again. Your telephone rings, you press the handset key, and the other subscriber is called.

Making Calls from the Telephone Book

The Telephone Book

There is space in your communications system's telephone book for approx. 10,000 entries. This figure includes the entries in the centrally-administered telephone book.

"Telephone Book" Menu-Card

Press the **Tel Book** softkey **briefly**. The following then appears ...

Name: enter the letter or name you are searching for (see Text Input). Press the **OK** softkey. You then see the telephone book list, beginning with the letters you entered. If you press **OK** without making any input, the list begins with the first entry. Use the arrow keys to select the desired name. Press the **OK** softkey again to dial the number you have selected.

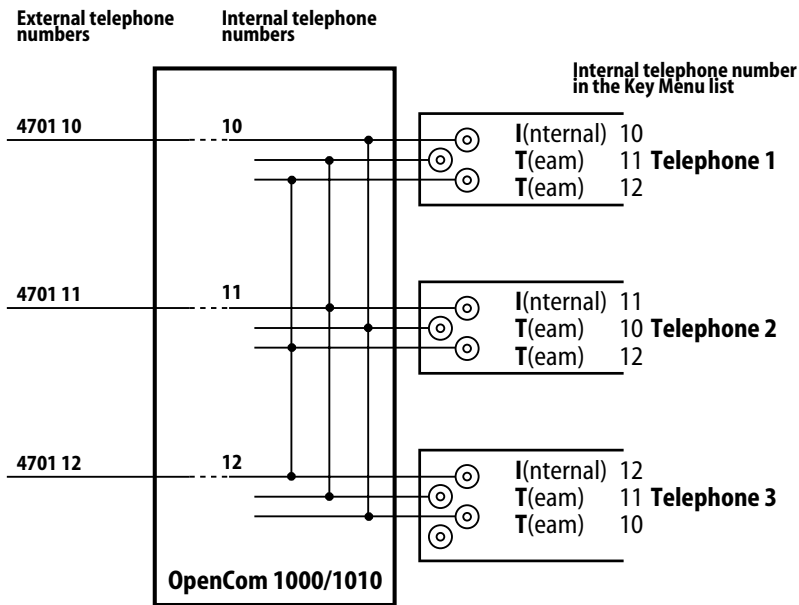
TOP TEAM Team Function

Calls to your telephone number are signalled visually and acoustically on your INTERNAL key (I) in the Key Menu. Parallel to this, they are also signalled on the team members' direct call key (T). The other members of the team are thus able to take calls for and represent you if necessary, and vice versa.

When you want to make an internal or external call yourself, use the INTERNAL key to seize an internal line, and you can immediately dial

an internal number or seize an external line by dialling the external line code digit (your telephone number is then busy).

Note: activated features (such as call forwarding) for the telephone number(s) of your telephone also influence call signalling on the team members' direct call key. If you want to call any other subscribers directly, all you have to do is select their "Team" direct call key.



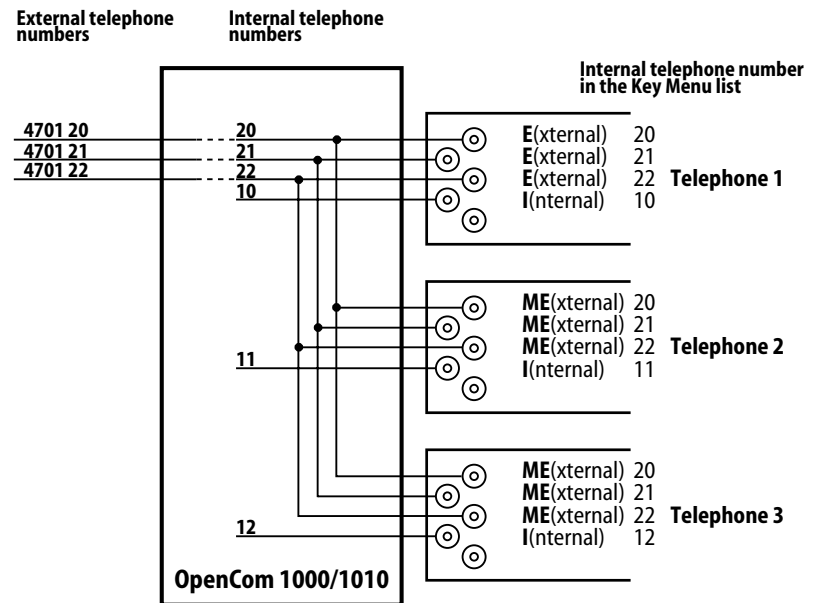
Example of telephone number assignment: TOP TEAM team function

BROKER'S TEAM Team Function

Calls to your telephone number are signalled visually and acoustically. The team members are thus also able to take calls on the line.

Note: activated features (e.g. call forwarding) for the telephone number(s) of your telephone also influence call signalling on the team members' MULTIPLE EXTERNAL (ME) keys.

If you want to make an internal or external call yourself, you use the INTERNAL key (I) to seize an internal line, and can immediately dial an internal number or seize an external line by dialling the external line code digit (your telephone number is then busy). You can also use an EXTERNAL key or a MULTIPLE EXTERNAL key to make an external call. However, the telephone number of that line is then busy.



Example of telephone number assignment: BROKER'S TEAM team function

PARALLEL TEAM Team Function

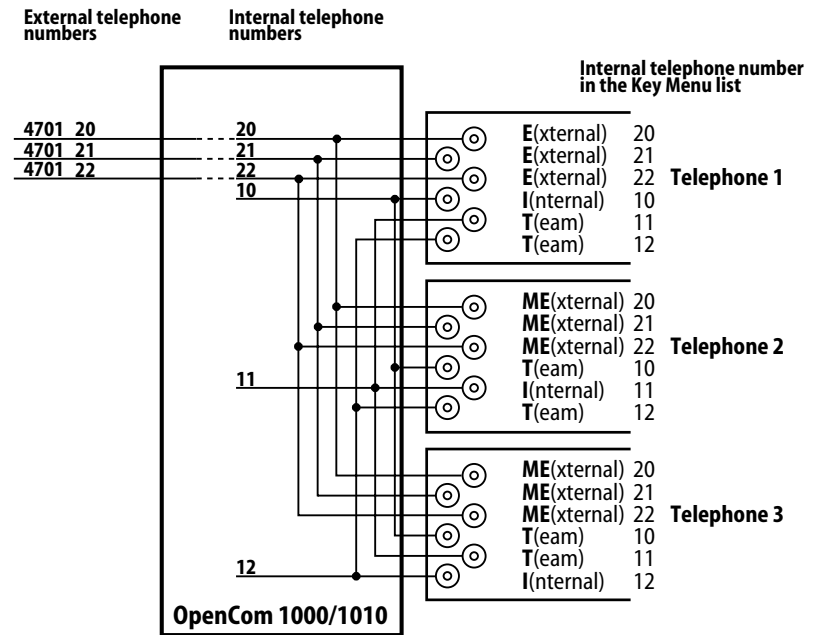
Calls to your telephone number are signalled visually and acoustically.

The other members of the team are thus able to take calls for and represent you if necessary, and vice versa. They are also able to take calls on the lines.

Please note: activated features (e.g. call forwarding) for the telephone number(s) of your telephone also influence call signalling on the team members' MULTIPLE EXTERNAL (ME) keys.

If you want to make an internal or external call yourself, you use the INTERNAL key (I) to seize an internal line, and can immediately dial an internal number, or seize an external line by dialling the external line code digit (your telephone number is then busy). You can also use an EXTERNAL key or a MULTIPLE EXTERNAL key to make an external call. The telephone number of that line is then busy.

If you want to call another subscriber directly, all you need to do is select their "Team" direct call key.



Example of telephone number assignment: PARALLEL TEAM team function

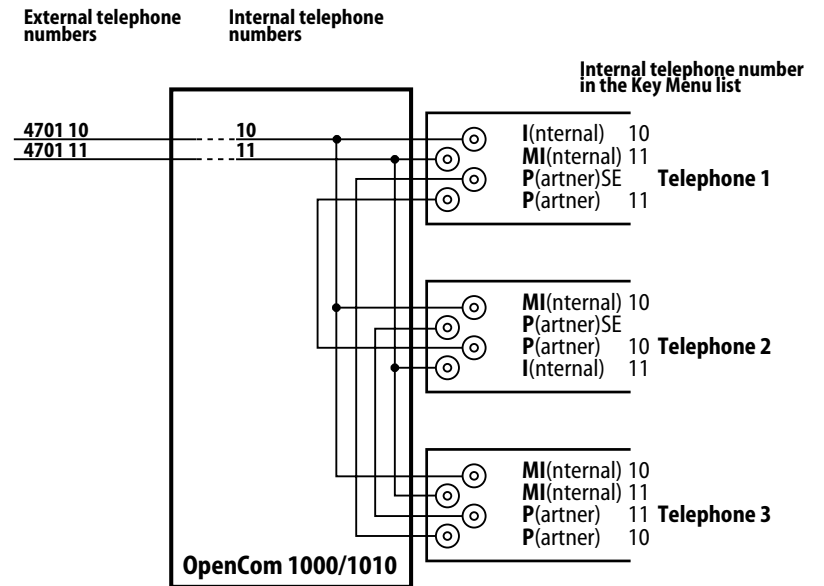
EXECUTIVE-SECRETARY TEAM Team Function

On the executive's telephone, calls to your telephone number are only signalled visually. The call is signalled acoustically on the MULTIPLE INTERNAL (MI) key of the secretary's telephone. The secretary can then take calls for you and forward them.

If you want to make an internal or external call, use the INTERNAL key (I) to seize an internal line, then you can immediately dial an internal number or seize an external line by dialling the external line code digit (your telephone number is then busy). You can also use the secretary's MI key to make calls, in which case that telephone number is busy. When you want to contact the secretary directly, just select the "Partner" direct call key (P). Calls can also be made when the telephone is busy.

On the secretary's telephone, calls to your telephone number are signalled visually and acoustically.

If you want to make an internal or external call, you use the INTERNAL key (I) to seize an internal line, and can immediately dial an internal number or seize an external line by dialling the external line code digit (your telephone number is then busy). You can also use the executive's MI key to make calls, in which case that telephone number is busy. If you want to contact the executive directly, just select the "Partner" direct call key (P). Calls can also be made when the telephone is busy.



Example of telephone number assignment: EXECUTIVE-SECRETARY TEAM team function

Features and MenuCards

Einstellvarianten für Leistungsmerkmale

There are two methods of configuring the features of your telephone and the system:

Using MenuCards

Use the procedure described above (see Display and Menu Cards) to invoke the MenuCards, then edit your settings. Use the arrow keys and the **OK** softkey to make your selections.

Using Programmed Keys

The Key Menu contains a list of all the call keys and features that your system administrator has programmed to available keys.

Main Menu

“Main Menu” MenuCard

This MenuCard contains all the available features. Some of the menu items can also be found in other MenuCards.

Press the **Menu** softkey **for a few seconds** and then select the menu item “Main Menu”. You will see the top-level menu groups ...

Calls: the most important features concerning calls are grouped together here.

Call diverted: all types of call forwarding are grouped together here.

Messages: features concerning sending and receiving messages are grouped together here.

Settings: in this group you can adapt the telephone to your personal requirements (e.g. key lock, ring-tone settings, key click, etc.).

Protection: amongst other things, you can activate call blocking, restrict dialling, change your PIN, etc.

Special features: special telephone functions are grouped together in this menu item.

Central config.: this MenuCard is password-protected. Central settings that have an effect on the entire communications system are grouped together here. Subscriber and system functions can also be found here.

“Calls” MenuCard

Select **Call lists**,
then select ...

In absence

• Answer

If you have activated your call list, the internal and/or external telephone numbers of subscribers who called you but were not able to contact you will be listed. This list can contain up to ten entries. Each further entry overwrites the oldest existing entry. The newest entry always appears in the first line.

You can make calls directly from this list while checking it, or you can delete specific entries with the C-key. An entry is deleted automatically when you call that subscriber from your telephone.

Press the **OK** softkey **briefly**: the telephone number is then dialled.

• Activate

Use this menu item to **activate** or **deactivate** the list.

Received calls

• Answer

If you have activated your call list, the internal and/or external telephone numbers of the subscribers you called will be listed.

This list can contain up to ten entries. Each further entry overwrites the oldest existing entry. The newest entry is always in the first line.

You can call these subscribers again while checking the list or delete specific entries with the C-key. Press the **OK** softkey **briefly**. The telephone number is then dialled

• Activate

Use this menu item to **activate** or **deactivate** the list.

Type of call

• Int. & ext. calls

All calls* are recorded.

• External calls

Only external calls* are recorded.

• Int. calls

Only internal calls are recorded.

* if a telephone number is transmitted by the caller (this only applies to ISDN connections).

Deflect call

If your telephone signals an incoming call, you can forward this call to another terminal.

Callback list

You see a list with the numbers of the telephones from which you have requested a callback. You can delete specific callbacks by entering a number and pressing the C-key.

“Call diverted” MenuCard

Divert phone

Select “**Immediate**”, “**After [a specified] time**”, or “**Busy**” as the call forwarding (i.e. call diversion) type. You subsequently enter the **destination**. In the case of external telephone numbers, the first digit you enter **must** be the code digit required to seize an external line. Call forwarding can be activated for internal calls, external calls or all calls (int. + ext.).

Note: all calls will be forwarded to this key. If this INTERNAL/EXTERNAL call key is assigned as a MULTIPLE keys on other telephones, then this forwarding is automatically also valid for these keys. You can activate all three types of forwarding simultaneously, in which case **immediate** call forwarding is given priority over the other types.

Divert key

Select the call key you want to forward from the list of call keys. Then select “**Immediate**”, “**After time**” or “**Busy**” as the type of call forwarding. You subsequently enter the **destination**. In the case of external telephone numbers, the first digit you enter **must** be the code digit required to seize an external line. Call forwarding can be activated for internal calls, external calls or all calls (int. + ext.).

Note: all calls are forwarded to this call key. If this INTERNAL/EXTERNAL key is assigned as MULTIPLE keys on other telephones, then this forwarding is automatically also valid for these keys. You can activate all three types of forwarding simultaneously, in which case **immediate** call forwarding is given priority over the other types.

Divert hunt group

You subsequently enter the hunt group number and the destination. In the case of external telephone numbers, the first digit you enter **must** be the code digit required to seize an external line. Call forwarding can be activated for internal calls, external calls or all calls (int. + ext.).

Note: only immediate call forwarding can be activated for the hunt group. Furthermore, the telephone from which call forwarding is configured must be a member of the hunt group that is to be forwarded.

Cancel divert

You can delete all active call forwarding in your telephone. Confirm and exit the setting; the [pos] acknowledgement appears in the display.
Please note: it is possible that call forwarding for hunt groups that was set up from your telephone is not deleted.

“Messages” MenuCard

Message waiting

Answer msg.

Checks the last ten messages. Every new entry is signalled with a short ring. The list can contain up to ten entries. Each further entry overwrites the oldest existing entry. The most recent entry appears in the first line. You can make calls directly from the list while checking it, and if necessary, delete specific entries with the C-key. Press the **OK** softkey to see the full text of the message and the date on which it was received.

Send msg.

You can send messages containing up to 22 characters to other subscribers.

Reset msg.

You can delete messages that have already been sent to other subscribers

Silent



Sie haben die Möglichkeit den Tonruf beim Eintreffen einer Nachricht zu deaktivieren.

E-mail

This function is configured by your system administrator and is only available on selected telephones. You can send and receive e-mails via a mail server.

“Settings” MenuCard

Key Lock

You activate the key lock with **OK**. The  symbol appears in the display. Press any key, and the deactivation prompt appears: Press the  softkey then **#**. Alternatively, in the idle state you can press and hold down the **#** key for approx. two seconds to deactivate the key lock.

Ring-tone Settings

Melody: you can select melodies for the following types of call: all internal calls, all external calls, internal key 2, external key 2, messages, emergency calls, call-backs, recalls and special calls.

Type: you can choose a long or short tone or no tone at all (i.e. silence).

Ring tone / Device: you can activate and deactivate the buzzer and/or the vibration alarm.

Volume: here you can set the ring-tone volume.

System

Subscription:

If the handset is already registered (“subscribed”), you will see a list of the names of base stations on which the handset is already registered. Use the arrow keys to select a base station and press **Option**. You can now edit the settings as described below

for this base station or use **New** to register an additional handset.

If the handset is not registered, you will see “Empty”. Press **New** to register the handset.

- **Auto. Search**

If you have registered your handset on several base stations, in the idle state it will automatically select one of the base stations which are in range. Your handset will thus automatically be checked into one of the base stations on which it is registered as soon as you are no longer within range of the current base station.

- **Select**

If you have registered the handset on several base stations, you can select which one your handset is to use.

- **New**

This registers a handset on a base station. Under certain conditions, you will require the 15-digit PARK (Portable Access Rights Key) for registration.

- **Edit**

You can edit the name and display of the telephone number (usually the internal / local telephone number) for the selected base station. This information appears in the idle state when

the handset is checked into the corresponding base station.

- **Delete**

Here you delete the registration of the handset at the base station. Use the arrow keys to select the system, then press **Menu / Delete**.

The handset can only be operated on this system when it has been registered again. When the last entry in this list has been deleted, the handset automatically begins to search for a new base station on which it can register itself.


- **Delete All**

You use this to delete the registration of your handset on all base stations.

IPEI: you can read out the International Portable Equipment Identity code of your phone here.

Telephone Options

Key Click

The active setting is indicated by , i.e. every key press results in a click. If you do not want this to happen, deactivate it with **OK**.

Alarm


You can set a time between 00:00 and 23:59 at which the handset will emit an acoustic signal. The signal consists of the ring-tone setting for external calls. It has a duration of approx. one minute and can be switched off by pressing any digit. Whenever an alarm has been signalled, you have to reactivate it for it to ring again.

- **Set**


Here you enter the wake-up time you want, e.g. 6:15. Confirm your input with **OK**.

- **Active**

Use **OK** to activate  or deactivate the alarm.

Note: an activated alarm is indicated by the alarm symbol  in the idle display, next to the time.

Auto. Answer

When a headset is connected, calls are established automatically, and you can telephone without using your hands. When the caller goes on-hook, the call is disconnected. You can activate the function with **OK** or deactivate .

Note: when you are not using the headset, please deactivate this function, otherwise the caller may overhear you without your noticing.

Silent Charging

The handset does not signal any calls as long as it is in the charger. This applies for visual signalling by the illuminated ring, for acoustic signalling by the ringer, and for signalling by the vibration alarm. As soon as you remove the handset from the charger, calls are signalled again. You can use **OK** to activate **📞** or deactivate the function.

Coverage Warn.

The warning tone that is emitted when you exceed the phone's radio range can be switched on (**📞**) or off.

User name

Here you can enter the user's name.

Language

Select the language you want from a list of ten languages. Display texts then appear in this language.

"Protection" MenuCard

Call Blocking

Switches call signalling **on/off** for all telephone numbers on your telephone and/or INTERNAL / EXTERNAL keys. You will hear a special dialling tone.

Note: if certain telephone numbers (call keys) are assigned to other telephones as MULTIPLE keys, then this call blocking automatically applies to those keys too.

Block Call Key

From the list you select the call key for which you want to switch call blocking on or off. Call blocking can be activated for internal calls, external calls or all calls (int. + ext.).

Note: if the INTERNAL / EXTERNAL key is assigned to other telephones as a MULTIPLE key, then this call blocking applies to those keys too.

Call waiting on/off

By activating this function, you can prevent a call-waiting ("knocking") tone being signalled on your telephone while you are making/taking a call.

Block Intrusion

When this function is active, a subscriber with the necessary rights cannot intrude on a conversation. This function is useful when you wish to make an

undisturbed call. If the function is not active, subscribers with the necessary rights can intrude on conversations and leave messages for the internal subscriber (e.g. "Mr Carter? You have an urgent call from the IRS.")

Restrict Dial

The access rights on your telephone can be switched from the default setting to "restricted access/outward restricted" (i.e. only incoming external and outgoing internal calls are possible). You can switch every telephone in a system-wide setting.

Change PIN

Enter your current PIN, then key in your new PIN twice.

Cancel Features

Deletes all active features that reduce the ability of subscribers to contact you (i.e. call blocking, call forwarding, call waiting on/off).

“Special features” Menu-Card

This MenuCard can contain system-specific features. For further information, please contact your system administrator.

“Central config.” Menu-Card

System Service

Date+time: you use this function to set the system date and time. Select this menu item, key in the date in the format ddmmyyyy (day – month – year) and the time in the format hhmm (hours – minutes). Select “Save now” to apply this setting to the system.

DDI barring: you use this function to block or allow direct incoming external calls for two user groups. Whenever DDI barring is active, all incoming external calls are signalled on the attendant terminal and then transferred from there to the respective telephones.

Call variants: the call variants determine where calls to an attendant terminal are signalled. Examples:

Variant 1 – During normal office hours, the calls (direct calls, call-backs, calls returned to the operator) are signalled on the attendant terminal.

Variant 2 - When the attendant terminal is not manned (e.g. night service), calls are signalled on one (or more) other telephones.

Variant 3 – Over the weekend, all calls are signalled on a supervisor’s/porter’s phone. You can

change the telephone number at which all calls are signalled, or it can vary from variant to variant. Call variants are configured according to your wishes and requirements. Up to ten variants can be configured.

You can assign names to the call variants to simplify use of the variants you have configured.

Alter password: you can change the system service PIN here.

Unblock password: if you often use your telephone to access the system service settings, you can configure this so that a password is not required. When the menu is invoked, you are then not prompted to enter a PIN. In order to prevent unauthorised access to your settings, you should always switch back to password-protected access to this menu before leaving the telephone.

Change barring: you can use this function to change the external line access rights for two user groups to outward restricted or local calls only. If the external line access rights have been restricted in this way, telephones belonging to the corresponding user group can still receive external incoming calls, but their external access rights are restricted (“outward restrict-

ed” means that no external calls can be made from that telephone, and “local calls only” means that external calls can only be made to numbers falling under the same local area code as the restricted telephone).

Subscriber Service

Call diverted: you can configure call forwarding for individual telephone numbers (INTERNAL / EXTERNAL keys) on every telephone. You can also configure call forwarding for the telephone number of that key as a central setting. External call forwarding can be to any subscriber in the public telecommunications network.

Hunt group: users can have every telephone or telephone number join or leave an existing hunt group. You can also configure this for every telephone as a central setting.

Call blocking: this can be activated on every telephone for individual telephone numbers (INTERNAL / EXTERNAL keys). You can also activate or deactivate call blocking for another telephone as a central setting.

Trunk acc. level: you can configure the basic external line (trunk) access rights level for every telephone here. The following eight levels can be configured:

- Level 0: Internal calls only
- Level 1: Outward restricted
- Level 2: Local calls only
- Level 3: Local calls and nearby adjoining areas only
- Level 4: National calls
- Level 5: International calls
- Level 6: Reserved
- Level 7: Reserved

The individual access rights levels themselves are configured according to the customer's requirements.

Restrict dial: the basic external line access rights level on every telephone can be changed to the "Outward restricted" level. You can also configure this as a central setting.

Alter indiv. PIN: you can use this menu item to change the subscriber's personal PIN (if, for example, the subscriber has forgotten it). Enter the subscriber's telephone number and the new PIN, then confirm your input with the menu item "Save now".

Alter sub. pass: you can use this to change the PIN required to access the subscriber service. Memorise this PIN well and do not allow it to become known to unauthorised persons. If you forget this PIN, contact Customer Service for assistance.

Unblock password: if you often use your telephone to access the subscriber service settings, you can configure this so that a password is not required. When the menu is invoked, you are then not prompted to enter a PIN. In order to prevent unauthorised access to your settings, you should always switch back to password-protected access to this menu before leaving the telephone.

Data Communication

General Information

Your OpenPhone 25 enables data communication via ISDN. In order to do this, you must first install the software supplied on the accompanying CD-ROM onto your PC.

You can then surf the Internet and send and receive e-mails.

Disclaimer: We would like to point out here that the software and hardware descriptions of the companies named are protected by copyright or patent.

System Prerequisites

The system prerequisites for the installation of the PC software are as follows:

- IBM or fully compatible computer
- Pentium 133 MHz or higher
- At least 16 MB RAM
- Microsoft Windows 95/98/Me/NT 4.0/2000/XP
- CD-ROM drive.

Notes on the Data Application

- An internal link between two connected PCs is not possible.
- For technical reasons, an external PC connection to another PC connected to the same system is not assured.

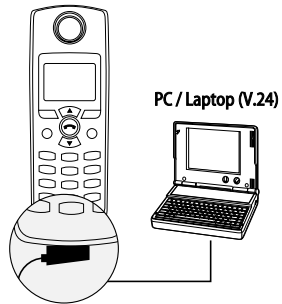
PC Software

- **OpenPhone 25 software (driver software)**
This installs the necessary drivers on your PC (CAPI, CAPI port driver, CAPIControl).

Connecting the PC

Connect the COM port (V.24 interface) of your PC to the handset interface.

Be very careful that the adapter is facing in the correct direction on the handset!



Installing the Software

Installation Sequence

Please install the software in the following order:

1. OpenPhone 25 software (driver software)
2. Web browser software if required (Microsoft Internet Explorer, Netscape Communicator)

Please also read the information in the "Readme.TXT" file in the root folder of the CD and/or the "Current Information" on the start screen of the installation program.

Important Prerequisites for Installation

If you have already installed an ISDN modem or ISDN card on your computer, you must first uninstall or deactivate the driver software for this component before installing the phone software.

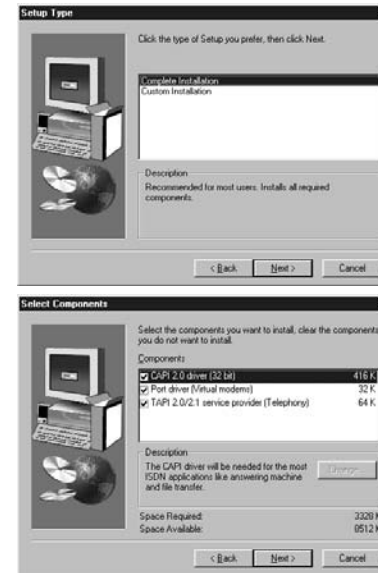
Installing the Phone Software

1. Connect your OpenPhone 25 to the PC via its V.24 interface.
2. Insert the CD-ROM in your CD-ROM drive. The installation program will start automatically when you insert the CD. It can also be started manually, however: select the CD-ROM drive in Windows Explorer and double-click on the SETUP.EXE file in the root folder of the CD.
3. Install the driver software for your OpenPhone 25 first. Move the cursor with the mouse to the text called **"Install OpenPhone 25 Software"**, which will then be highlighted in colour, and press the left-hand mouse button.

The installation program will then start. Please follow the instructions on the screen. After the welcome screen, the licence agreement and possibly a message concerning existing ISDN installations, you reach the path selection field. If you would prefer a different target folder, click on **"Browse"** and select a suitable folder.



After exiting this screen with **"Next"**, you reach the scope of installation selection. Only experienced users should select **"Custom Installation"**, where users can decide on the components to be installed themselves. Click on **"Next"** to proceed.



If desired, select a new name for the folder and click on **"Next"**.

In the port selection which follows (**"Find port automatically"**), click on **"Next"**.

In the next screen you will see information about the software to be installed. Start the installation procedure with **"Next"**.

If the installation procedure establishes that files on your PC are newer than those on the CD, a corresponding message screen will open. Please retain the most recent file in each case.

4. To complete the installation you must reboot your PC.

Under the menu item called **"Programs"**, the start menu of your PC will now contain a new folder with the name **"OpenPhone 25"** unless you have changed the standard setup. In this directory you will find **"CAPIControl"** and a **"Readme.TXT"** file.

When the PC restarts, you will see an LED symbol for the CAPI driver on the right-hand side of the Windows taskbar.



The colour of the LED indicates the port status:

- red - deactivated
- yellow - no link to device
- green - active data link to ISDN
- grey - active link to device.

Internet Access via Dial-up Networking

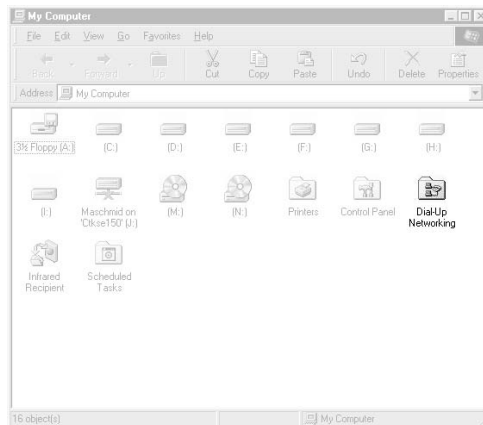
Setting up the Access

The following example illustrates the setting-up of an Internet access point under Windows 98.

Prerequisite: In order to be able to use the Internet from your PC, you require an Internet service provider (ISP). You need the following data to set up the access:

- dial-up number
- username
- password.

Depending on your operating system version, certain other steps may be necessary. Please read the "Readme..." file in the root folder of the CD for details.

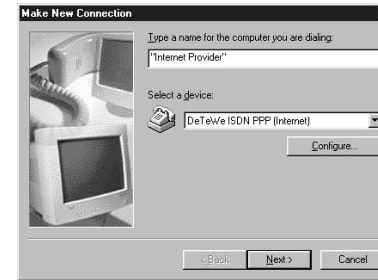


In addition, an Internet browser must be installed on your PC (e.g. Netscape Communicator or Microsoft Internet Explorer). If you have any questions relating to your access data, please contact your Internet service provider. A further prerequisite is that a folder called "Dial-up Networking" is present on your PC. In order to check this, open the screen depicted by double-clicking the "My Computer" icon located on your computer desktop.

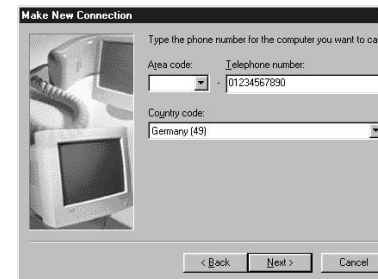
The "Dial-up Networking" folder depicted must be there. If this is not the case, please install the Windows operating system component "Dial-up Networking" from your Windows CD-ROM. For installation instructions, please refer to the operating system documentation.

Setting up Access

Open the "Dial-up Networking" folder and double-click on the icon called "Make New Connection".



If desired, change the name of this icon (e.g. to your ISP's name) and click on "Next".



Type your Internet provider's telephone number into the field marked "Telephone number" and click on "Next".

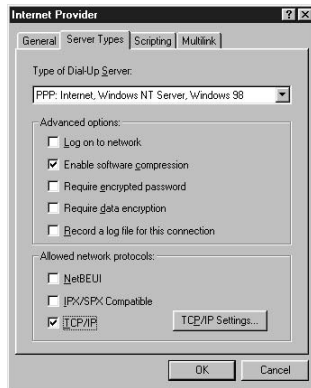


Click on "Complete". The new network connection will be saved to the "Dial-up Networking" folder.



The "Dial-up Networking" folder should now contain the icons depicted.

Using the right-hand mouse button, click on the icon with the name of your provider. The "Properties" screen will then appear.



Click on the **“Server Types”** tab and edit the settings as depicted. Close the screen with **“OK”**.



Double-click on the icon with the name of your ISP and type your user name and password in the corresponding fields.

When you click on **“Connect”** you will be connected to the Internet.

Now launch your Web browser.

Note: If you activate (tick) the **“Save Password”** box in the screen depicted, people who do not know your password will be able to use your PC to connect to the Internet and possibly also to your e-mail server.

Using the Internet Access

When you have set up your Internet access as described in the previous section, you can connect to the Internet as follows:

My Computer → Dial-up Networking → **“Internet Provider”** → Enter your user name and password → **Connect**.

Then start your Web browser.

While you are using the Internet, you can use **“Status”** to see the current connection data or terminate the connection. Double-click the depicted symbol in the Windows taskbar.



Select **“Status”** from the pull-down menu. You will see the connection rate and duration, as well as the amount of data sent and received.



Close the screen with **“OK”**. **“Disconnect”** ends the connection, and **“Details”** displays further information.

Removing the Drivers

If at a later date you want to remove the driver software from your PC, please proceed as follows:

1. End driver operation by clicking on the LED symbol on the right of the taskbar with the right-hand mouse button. You will possibly have to end other active data applications.

Now open the control panel (via **"Start → Settings"**) and double-click on **"Add/Remove Programs"**.

2. You will find **"OpenPhone 25"** in the list of installed software. Mark this entry and then click on the **"Add/Remove..."** button.

3. Follow the instructions. If uninstallation is necessary, click on the corresponding symbol. In order to remove the software, press the right-hand mouse button and select **"Finish"** in the context menu.

Please end all CAPI applications.

Help with Faults

You will find up-to-date information in the Readme.TXT file in the root folder of the CD-ROM.

Appendix

Care and Maintenance

Your telephone is a product meeting the highest design and manufacturing standards. It should therefore be treated with care. If you follow the advice below, you will have pleasure using this product for a long time.

Follow all the safety precautions stated on p. 7. These precautions apply to the handset, the base station, the charger and the rechargeable batteries (i.e. the entire telephone), as well as to any accessories used.

In order to clean the telephone, first remove the charger's adapter plug from the mains socket. Wipe the

device with an anti-static cloth or soft, damp leather, then with a dry cloth.

In order to clean the telephone, first remove the charger's adapter plug from the mains socket. Wipe the device with an anti-static cloth or soft, damp leather, then with a dry cloth.

Warning: never spray your telephone with cleansers or solvents, as this may damage it.

Clean the handset and charger contacts with a lint-free cloth.

If your telephone or one of the accessories does not function correctly, please contact your retailer's Customer Service department.

Technical Specifications

OpenPhone 25

Standards:	DECT
Display:	5-line graphic display
Handset weight:	approx. 132 g
Handset dimensions:	134 x 46 x 22 mm (L x B x H)
Battery:	2x AAA cells (NiMh) / Yuasa DHA0700AAA / 1.2 V/700 mAh
Stand-by time:	up to 130 hours
Talk time:	up to 9 hours
Charging time:	approx. 6-7 hours (discharged battery to full capacity)
Data port:	V.24

Index of Key Words

A		Coverage warning	54
Accepting calls	33		
Alarm	26, 53	D	
Altering the personal PIN	58	Data charger	12
Arrow keys	16	Data communication	59
Automatic fade-out	20	Date + time	56
Automatic answering	53	DDI barring	56
		Declaration of conformity	74
B		DECT	7
Barring, change	57	Deleting features	55
Battery	8, 9, 10	Dial-up networking	64
BROKER'S TEAM	41	Direct call key	22
Busy	31	Disconnecting	31, 32, 34, 36
		Display	15
C		Display in Key Menu	22
Call blocking	55, 57	Display symbols	14
Call diversion	57	Diversion	34, 49
Call forwarding	57	Driver, removing the	68
Call keys	18		
Call list	48	E	
Call transfer	37	E-mail	29, 31, 32, 34, 51
Call variants	56	Engaged	See "Busy"
Call waiting on/off	55	Enquiry calls	35, 37
Call waiting	31	EXECUTIVE-SECRETARY TEAM	44
Callback	31, 32, 38	External line access rights	58
Callback list	49		
Call-charge display	27	F	
Care and maintenance	69	Features	46
Change barring	57		
Charge warning	11	G	
Charge-level indicator	11	Going into operation	13
Charger with data connector	12		
Charger	8, 9	H	
Charges	27	Hands-free operation	25
Charging and operating times	10	Handset key	18
C-key	17	Headset connector	12
CLIR	28	Help with faults	68
Conference calls	35, 37	Hunt groups	57

I		O		System service	56
Illumination	16	Open listening	25	T	
Info line	21	P		Taking calls	33
Installation site	8	Paging	29, 31, 32, 34, 36	Team function	40
Installing the software	61	PARALLEL TEAM	42	Team hold	31, 36
Internal / external key	21	Password, unblock	57, 58	Technical specifications	70
Internet access	64	PC connector	12	Telephone book	31, 32, 36, 39
Intrusion	31	PC software	60	Telephone options	53
Intrusion on/off	55	Personal PIN, changing	58	Text input	19
IPEI	53	Pick-up	29, 31, 34	Text lines	15
K		PIN, altering the	55	Three-party conference	37
Key #	18	Post-dialling	27	Time	26
Key *	18	Power supply	6	Toggling	35, 36
Key click	53	Programmed keys	46	TOP TEAM	40
Key lock	52	R		Transferring calls	37
Keys	14	R-key	17	Transmitting your telephone number	28
L		Redialling	26, 27	Trunk line access rights	58
Language of display	54	Registering the handset	13	U	
Last call costs	29	Registration	52	Unblocking your password	57, 58
Loudspeaker	31, 32, 34, 37	Restricting dialling	55, 58	Users	54
M		Ring tone	26	V	
Main menu	47	Ring-tone settings	52	Vibration alarm	26
Making external / internal calls	30	S		Visual call signalling	25
MenuCard: "Call diverted"	50	Safety precautions	6	Volume	18, 25
MenuCard: "Calls"	48	Seizing a line	26	W	
MenuCard: "Central config."	56	Silent charging	54	WAP portal	29, 31, 32, 34, 37
MenuCard: "Main Menu"	47	Softkey line	15		
MenuCard: "Messages"	51	Softkey: Esc	17		
MenuCard: "Protection"	55	Softkey: OK	17		
MenuCard: "Settings"	52	Softkeys	16		
MenuCard: "Special features"	56	Software, installing the	61, 62		
MenuCards	23	Subscriber password, altering the	58		
Message waiting	51	Subscriber service	57		
Multiple key	21	Switching the handset on/off	25		
Muting	25	Symbols	15		
N		System	52		
Name	39	System password, altering the	57		
		System prerequisites	59		

Declaration of Conformity

This device conforms to the standards set down by the EU Guideline 99/5/EC.
The Declaration of Conformity can be found in the Internet under
<http://www.detewe.de>.

