

# Poly Sync 60 Series Bluetooth Speakerphone

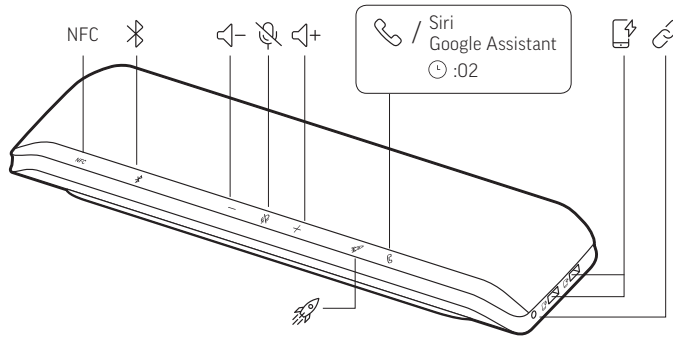
DRAFT User Guide

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# Controls

A conference room speakerphone with mobile and corded connectivity.



NFC	Near Field Communication
Bluetooth symbol	Bluetooth pairing
DJI logo (not shown in draft illustration)	Press to interact with Microsoft Teams (Teams model only, desktop application required)
Volume down icon	Volume down
Mute/unmute icon	Mute/unmute
Volume up icon	Volume down
Call icon	Call
Siri, Google Assistant	Default voice assistant (smartphone feature)
Power icon	Power on/off
USB phone charge port icon	USB phone charge port
Link icon	Link 2 speakerphones (smartphone feature)
Play/pause icon	Pause/play media (default). Customize feature in Plantronics Hub

## LEDs

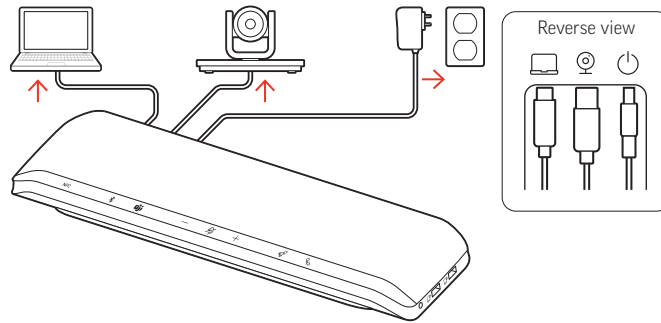
LED bar	What lights mean
Crossing blue pattern	Pairing
Solid blue	Pairing successful (connected)
Flashing green	Incoming call
Solid green	In a call
Solid red	Mute active

**NOTE** LEDs do not illuminate in standby mode.


## Be safe

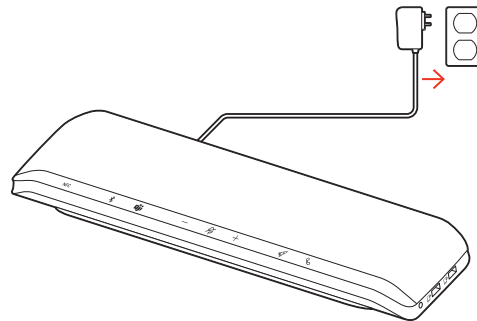
Please read the safety guide for important safety, charging, battery and regulatory information before using your new speakerphone.

# Set up, power and pair



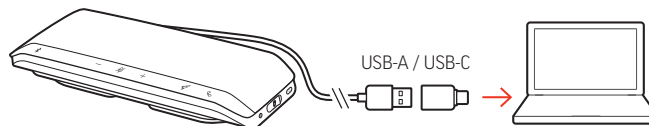
## Power

The speakerphone is powered on when plugged in to power outlet. The power  port is on the reverse side of the speakerphone.




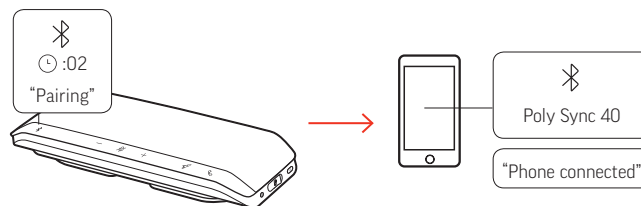
## Corded setup

Connect the USB cable from the speakerphone to the USB port on your computer.



## Mobile setup

- 1 With your speakerphone powered on, press the Bluetooth  button for 2 seconds. You hear "pairing" and the LED flashes a crossing blue pattern.




- 2 Activate Bluetooth on your mobile device and set it to search new devices. Select "Poly Sync 60."
- 3 Pairing is successful when you hear "pairing successful" and the LED flashes blue.

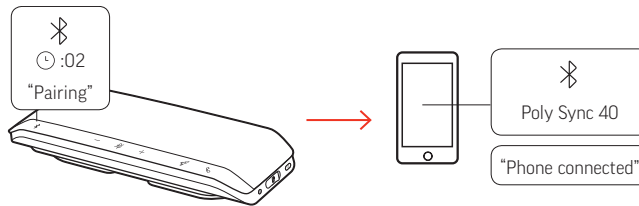
## Secure Connection (mobile)



The Secure Connection feature provides extra security for Bluetooth calls in a conference room.

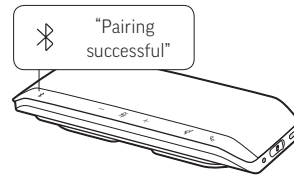
When enabled, your paired device disconnects after each mobile call, ensuring that device audio does not play through the speakerphone when not intended. Enable in Plantronics Hub.

**NOTE** Enabling Secure Connection disconnects previously paired devices.

- 1 With your speakerphone powered on and Secure Connection enabled in Plantronics Hub, press the Bluetooth  button for 2 seconds. You hear "pairing" and the LED flashes a crossing blue pattern.
- 2 Activate Bluetooth on your device and set it to search for new devices. Select "Poly Sync 60."



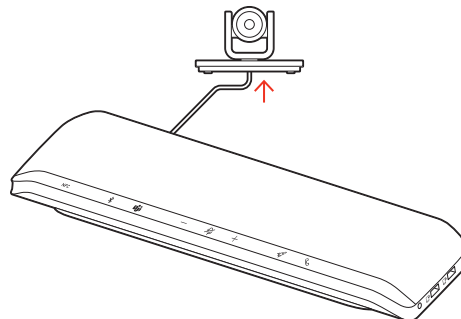
- 3 The Bluetooth  button flashes blue. Press the Bluetooth  button again to confirm the connection. Pairing is successful when you hear "pairing successful" and the LED flashes blue.



- 4 Make or take a mobile call or play music via Bluetooth.  
**NOTE** Continue the mobile connection by pressing any button within 30 seconds after the end of a call or music.

### Video camera setup

Connect your compatible video camera to the USB-A port on the speakerphone. The power port is on the reverse side of the speakerphone.



**NOTE** Video camera cable not provided.

# Load software

Plantronics Hub is an invaluable tool.

**NOTE** Some softphones require Plantronics Hub for Windows/Mac to enable device call control (answer/end and mute) functionality.


- Download Plantronics Hub for Windows/Mac by visiting [poly.com/software](https://poly.com/software).
- Download Plantronics Hub for iOS/Android by visiting [poly.com/software](https://poly.com/software), the App Store or Google Play.




Plantronics Hub	iOS and Android	Windows and Mac
Call control for softphones	available for some softphones	✓
Change headset language	✓	✓
Update firmware	✓	✓
Turn features on/off	✓	✓
View user guide	✓	✓
Battery meter	✓	✓

# Daily Use

## Answer or end a call

Press the Call  button to answer or end a call.

## Mute/Unmute

During an active call, press the Mute  button to mute or unmute the microphones. Manage mute settings in Plantronics Hub.

## Volume

Press the Volume up (+) or down (-) buttons to increase or decrease volume.


### Adjust speakerphone microphone volume

Place a test softphone call and adjust softphone volume and PC sound volume accordingly.

## Voice assistant (smartphone feature)

**Siri, Google Now™, Cortana** Press and hold the Call button for 2 seconds to activate your phone's default voice assistant. Wait for the phone prompt to activate voice dialing, search, and other smartphone voice controls.

## Microsoft Teams button (Teams model only)

Press the Teams  button to interact with Microsoft Teams when not on a call.

**NOTE** *Not supported for mobile use.*

**NOTE** *The Microsoft Teams application must be installed.*

## Customize your speakerphone

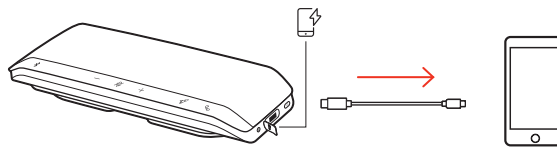
Select your Rocket  button feature in Plantronics Hub.

### Choose from:

- Play/pause audio (default)
- Device status check
- Clear trusted device list
- Default voice assistant (Siri, Google Assistant)
- Redial
- Hold/resume call

## Charge your mobile phone

With the speakerphone powered on, charge up to 2 phones. Connect phone charge cable to one of 2 USB-A charging ports (cables not provided).



**NOTE** *Connection provides power only.*



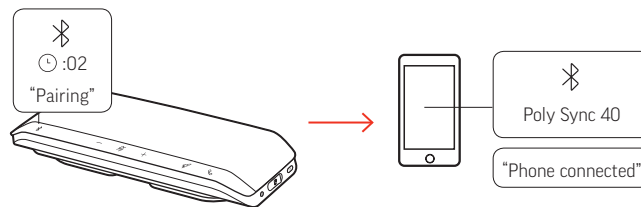
# Link speakerphones (daisy chain audio)


Use two Sync 40/60 speakerphones with your Bluetooth-paired mobile device.

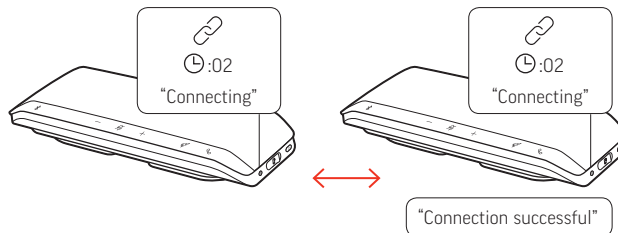
**IMPORTANT** *Daisy chain mode is available with Bluetooth mobile device connection only. This feature is not available when your speakerphone is connected to computer with USB cable.*


**NOTE** *Daisy chain mode can be entered when both speakerphones are inactive (not in a call or streaming media).*

- 1 Power on both speakerphones, ensuring that both are unplugged from any computer.
- 2 Pair one speakerphone to your mobile device.



- 3 Wirelessly link speakerphones by pressing both Link  buttons for 2 seconds. You hear "connecting" and the LEDs pulse white. Linking is successful when you hear "connection successful" and the LED flashes white on both speakerphones.



- 4 Play audio or take calls.
- 5 Control the system from either speakerphone.
- 6 End daisy chain mode by pressing both Link  buttons for 2 seconds. You hear "device disconnected."

Linked speakerphone  
audio settings

Manage daisy chain audio settings in Plantronics Hub.

# Update firmware

Keep your firmware up-to-date to improve performance and add new features to your Poly device.

Update your firmware using your computer or mobile device with Plantronics Hub. Download at [poly.com/software](https://poly.com/software).

While updating firmware:

- Do not use your Poly device until the update is complete.
- Disconnect your Poly device from paired devices such as phones, tablets and computers.
- Do not start a second update from a second device.
- Do not stream media on your smartphone.
- Do not answer or place a call.

**NOTE Smartphone:** *If you receive a lot of calls, emails or texts, try turning on the Do Not Disturb feature in your smartphone's settings while you update.*

## Device recovery

If you have several failed attempts at an over-the-air firmware update, or if your device becomes unresponsive, take the following steps:

- 1 Download and install Plantronics Hub for Windows/Mac at [poly.com/software](https://poly.com/software)
- 2 Connect your device to your computer using a USB cable
- 3 Open Plantronics Hub, go to Help > Support > Firmware Updates & Recovery and enter your Product ID (PID) to complete the recovery

Find your Product ID (PID). Choose:

- Plantronics Hub app's device recovery instructions
- Plantronics Hub app's home screen

# Support

## NEED MORE HELP?

[poly.com/support](https://poly.com/support)

**Manufacturer:**

<b>Plantronics, Inc.</b>	<b>Plantronics B.V.</b>
345 Encinal Street	Scorpius 171
Santa Cruz, CA 95060	2132 LR Hoofddorp
United States	Netherlands

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Model ID: SY60/SY60-M.

xxxxxx-06 12.20

электронное оборудование, а также элементы питания не должны утилизироваться вместе с неотсортированными бытовыми отходами; утилизация данного вида отходов должна производиться отдельно от других отходов. Для получения дополнительной информации посетите веб-сайт poly.com.

**sk** Symbol prečiar knutého odpadového kontajnera na kolieskach označuje, že odpadové elektrické a elektronické zariadenia a batérie sa nesmú likvidovať spolu s iným netriedeným komunálnym odpadom, ale musia sa zhromažďovať samostatne. Podrobnejšie informácie nájdete na webovej stránke poly.com.

**sl** Simbol prečrtanega smetnjaka pomeni, da odpadne električne in elektronske opreme ter baterij ni dovoljeno odlagati kot nerazvrščene komunalne odpadke, ampak jih je treba zbirati ločeno. Za podrobnejše informacije obiščite spletno stran poly.com.

**sv** Den överkursade soptunnan innebär att elektriskt och elektroniskt avfall och batterier inte får kasseras med osorterat hushållsavfall, utan ska samlas in separat enligt lokala lagar och förordningar. Mer detaljerad information finns på poly.com.

**tr** Üzerine çarpı işaretli çizilmiş bir çöp konteyneri simgesi, elektrikli ve elektronik ekipman atıklarının ve pillerin ev çöpleriyle birlikte atılmaması ve ayrı olarak toplan-ması gerektiğini belirtir. Daha ayrıntılı bilgi için poly.com adresini.

#### Japan



この装置は、クラスB情報技術装置です。この装置は、家庭環境で使用することを目的としていますが、この装置がラジオやテレビジョン受信機に近接して使用されると、受信障害を引き起こすことがあります。取扱説明書に従って正しい取り扱いをして下さい。 VCCI-B

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Recyclable where facilities exist

#### Korea



이 기기는 가정용(B급) 전자파적합기기로서 주로 가정에서 사용하는 것을 목적으로 하며, 모든 지역에서 사용할 수 있습니다.

R-C-PLT-SY20  
MSIP-CRM-PLT-BT600  
R-CRM-PLT-BT600C  
R-C-PLT-SY40

#### Mexico



FCC Requirements Part 15 and IFT

Operation is subject to the following two conditions:

1. This device may not cause harmful interference.
2. This device must accept any interference received, including interference that may cause undesired operation.

Requisitos de la FCC (sección 15) y por el IFT

Su uso está sujeto a las dos condiciones siguientes:

1. Este dispositivo no puede causar interferencias nocivas.
2. Este dispositivo debe aceptar todas las interferencias recibidas, incluidas aquellas que puedan causar un funcionamiento no deseado.

#### Russia



Оборудование предназначено для использования в жилых, коммерческих и ненагруженных производственных зонах. Оборудование относится к классу Б по электромагнитной совместимости. Оборудование соответствует требованиям Технического регламента Таможенного союза «Электромагнитная совместимость технических средств» (ТР ТС 020/2011). Оборудование соответствует требованиям Технического регламента Евразийского экономического союза «Об ограничении применения опасных веществ в изделиях электротехники и радиоэлектроники» (ТР ЕАЭС 037/2016).

**Poly Sync 40 + Charge Base (SY40, SY40-M, SY40/BT600, SY40-M/BT600 + CBSY40) Poly Sync 60 (SY60, SY60-M):**

Оборудование соответствует требованиям Технического регламента Таможенного союза «О безопасности низковольтного оборудования» (ТР ТС 004/2011)

#### Philippines



ESD-RCE-2023631  
ESD-RCE-2023630  
ESD-RCE-2023629  
ESD-RCE-2023628  
ESD-RCE-2024346  
ESD-RCE-2024347

#### Taiwan

根據NCC低功率管理辦法規定：取得審驗證明之低功率射頻器材，非經核准，公司、商號或使用者均不得擅自變更頻率、加大功率或變更原設計之特性及功能。低功率射頻器材之使用不得影響飛航安全及干擾合法通信；經發現有干擾現象時，應立即停用，並改善至無干擾時方得繼續使用。前述合法通信，指依電信管理法規定作業之無線電通信。低功率射頻器材須忍受合法通信或工業、科學及醫療用電波輻射性電機設備之干擾。

#### Thailand

“เครื่องโทรคมนาคมและอุปกรณ์นี้ มีความสอดคล้องตามข้อกำหนดของ กทท.”

#### Turkey

EEE Yönetmeliğine Uygundur

#### MFi



Made for iPhone 11 Pro Max, iPhone 11 Pro, iPhone 11, iPhone XS Max, iPhone XS, iPhone XR, iPhone X, iPhone 8 Plus, iPhone 8, iPhone 7 Plus, iPhone 7, iPhone SE, iPhone 6s Plus, iPhone 6s.

#### Singapore

Complies with  
IMDA Standards  
DA101619

#### UAE



#### Regulatory Compliance Information

##### United States/Puerto Rico



**Declaration of Conformity/FCC Regulatory Information**  
We Plantronics Inc, 345 Encinal Street Santa Cruz, California, 95060 USA (800) 544-4660 declare under our sole responsibility that the products **Poly Sync 20 (SY20 USB-A / SY20-M USB-A / SY20 USB-A/BT600/ SY20-M USB-A/BT600/ SY20 USB-C / SY20-M USB-C/ SY20 USB-C/BT600C / SY20-M USB-C/BT600C), Poly Sync 40 (SY40 / SY40-M / SY40/BT600 / SY40-M/BT600) and Poly Sync 60 (SY60 / SY60-M)** comply with Part 15 of the FCC Rules.

Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation.communications. However, there is no guarantee that interference will not occur in a particular installation.

If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

**Poly Sync 60 Series:** This equipment complies with FCC radiation exposure limits set forth for an uncontrolled environment. This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

#### US/Canada Safety information

<b>Poly Sync 40 Series / Poly Sync 60 Series</b>	
	Indoor use only L'utilisation à l'intérieur seulement
	Protection class II appliance Classe II appareil de protection

#### Canada

CAN ICES-3 (B)/NMB-3(B)

ISED Canada Regulatory Information

This device contains licence-exempt transmitter(s)/receiver(s) that comply with Innovation, Science and Economic Development Canada's licence-exempt RSS(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device. L'émetteur/récepteur exempt de licence contenu dans le présent appareil est conforme aux CNR d'Innovation, Sciences et Développement économique Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes : (1) l'appareil ne doit pas produire de brouillage, et (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.

This equipment complies with IC radiation exposure limits set forth for an uncontrolled environment. Cet équipement est conforme aux limites d'exposition de radiation IC énoncés pour un environnement non contrôlé.

#### Australia/New Zealand



#### Brazil

#### China

型号核准代码显示在产品本体上

#### Europe



#### Specific Absorption Rate (SAR/DAS)

**fr** Conformément aux réglementations sur le débit d'absorption spécifique en France, le DAS de ce produit est le suivant : DAS/SAR < 0,3 W/Kg. **en** In accordance with France Specific Absorption Rate disclosure, this product SAR is: DAS/SAR < 0.3 W/Kg.



**en** A crossed-out wheelee bin symbol denotes that waste electrical and electronic equipment and batteries must not be disposed of as unsorted municipal waste, but collected separately. For more detailed information, please go to poly.com.

**bg** Задрасканият контейнер на колела означава, че непотребното електрическо и електронно оборудване и батерии не трябва да се изхвърля с останалата част от неразделените битови отпадъци, а трябва да се събира отделно. За повече информация посетете poly.com.

**cs** Symbol přeškrtnutého kontejneru na odpady připomíná, že odpad z elektrických a elektronických zařízení a baterie se nesmí vyhazovat spolu s netříděným odpadem z domácnosti, ale je nutné je likvidovat samostatně. Podrobnější informace získáte na našich webových stránkách poly.com.

**de** Das durchgestrichene Mülltonnen-Symbol bedeutet, dass elektrische und elektronische Geräte sowie Batterien nicht im Hausmüll entsorgt werden dürfen. Sie müssen speziellen Sammelstellen zugeführt werden. Weitere Informationen erhalten Sie auf poly.com.

**el** Το σύμβολο του τροχίγλατου κάδου απορριμμάτων με ένα μεγάλο X μπροστά υποδηλώνει ότι ο χρησιμοποιημένος ηλεκτρικός και ηλεκτρονικός εξοπλισμός και οι μπαταρίες δεν πρέπει να

απορρίπτονται ως μικτά δημοτικά απόβλητα, αλλά αντίθετα θα πρέπει να συλλέγονται χωριστά. Για περισσότερες λεπτομέρειες, επισκεφθείτε τη διεύθυνση poly.com.

**es** El contenedor de basura tachado indica que los residuos de aparatos eléctricos y electrónicos no se deben desechar con los desechos municipales sin clasificar, sino que deben recogerse por separado. Para obtener más información, visite poly.com.

**fi** Roska-astian päällä oleva rasti tarkoittaa, että sähkö- ja elektroniikkaromua tai akkuja ei saa hävittää kotitalousjätteen mukana, vaan ne on toimitettava erilliseen keräyspisteeseen. Lisätietoja on osoitteessa poly.com.

**fr** Le symbole représentant une poubelle à roulettes barrée signifie que les déchets d'équipements électriques et électroniques et les batteries ne peuvent pas être mis au rebut avec le reste des déchets ménagers, mais doivent être collectés séparément. Pour de plus amples informations, consultez notre site Web à l'adresse : poly.com.

**hr** Prekrížena kanta za smeće znači da se otpadna električna i elektronička oprema i baterije ne smiju odlagati kao komunalni otpad, nego se trebaju odložiti zasebno. Detaljnije informacije potražite na stranici poly.com.

**hu** Az áthúzott szemetes jelzi, hogy az elektromos és elektronikus berendezések és az akkumulátorok nem kezelhetők válogatás nélkül, normál lakossági hulladékként, hanem külön gyűjtendő. További információért keresse fel weboldalunkat: poly.com.

**it** L'etichetta con il simbolo di divieto su un bidone dell'immondizia, indica che le apparecchiature elettriche ed elettroniche e le batterie non devono essere smaltite con i normali rifiuti, ma raccolti separatamente. Per ulteriori informazioni, visitare il sito all'indirizzo poly.com.

**lt** Perbraukto atliekų konteinerio su ratukais simbolis reiškia, kad elektros ar elektroninės įrangos bei maitinimo elementų negalima išmesti su nerūšiuotomis buitinėmis atliekomis, jas reikia surinkti atskirai. Išsamesnės informacijos ieškokite interneto svetainėje poly.com.

**lv** Pārsvitrotas atkritumu tvertnes simbols nozīmē, ka lietotas elektriskās un elektroniskās iekārtas, kā arī to akumulatorus nedrīkst utilizēt kopā ar nešķirotiem sadzīves atkritumiem; iekārtas un akumulatori ir jāsavāc atsevišķi. Papildinformāciju skatiet tīmekļa vietnē: poly.com.

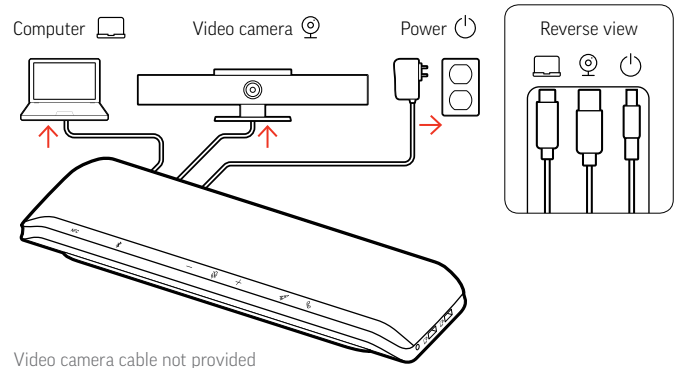
**pl** Przekreślony pojemnik na odpady oznacza, że zużyte sprzęty elektrycznego i elektronicznego oraz baterii nie należy wyrzucać wraz z normalnymi, nieposegregowanymi odpadami gospodarstwa domowego, ale oddzielnie. Więcej informacji można znaleźć na stronie internetowej poly.com.

**pt** O símbolo do caixote do lixo com uma cruz sobreposta indica que o equipamento eléctrico e electrónico e baterias não deverão ser eliminados como resíduos municipais indiferenciados mas sim em separado. Para obter mais informações, visite poly.com.

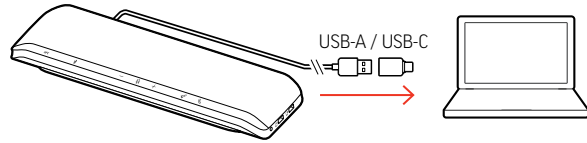
**ro** Simbolul pubelei dublu barată denotă faptul că echipamentele electrice și electronice și bateriile nu trebuie aruncate ca gunoi menajer nesortat, ci trebuie colectate separat. Pentru informații mai detaliate, vizitați poly.com.

**ru** Значок зачеркнутого мусорного бака указывает на то, что использованное электрическое и

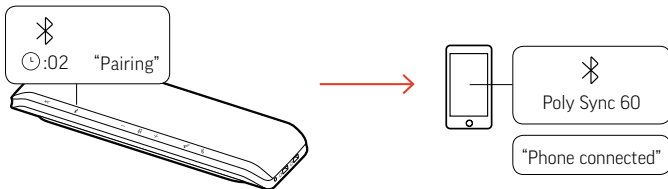
## POWER AND CONNECT | Alimenter et connecter



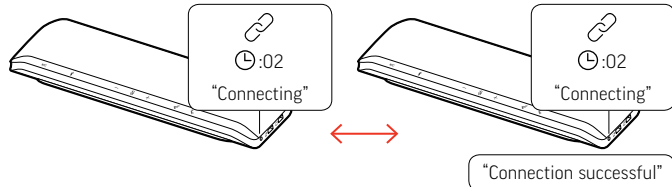
## CORDED SETUP | Installation avec fil



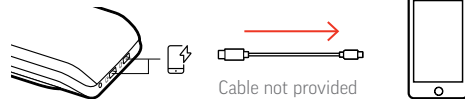
## MOBILE SETUP (PAIR) | Installation mobile (jumeler)

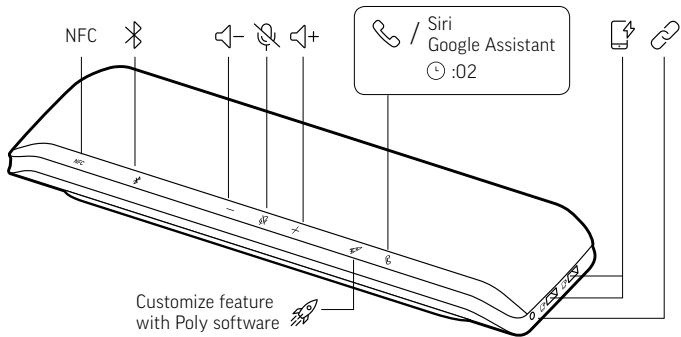


## LINK SPEAKERPHONES | Lier des haut-parleurs




**CHARGE YOUR PHONE | Recharger votre téléphone**  
With your speakerphone powered on, charge up to two phones.  
Connection provides power only.



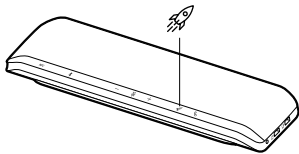


 [poly.com/support](https://poly.com/support)

## CUSTOMIZE | Personnaliser

Configure your Custom  button feature with Poly software. Choose from play/pause music, device status check and more.

↓ [poly.com/software](https://poly.com/software)  
Windows/Mac,  
iOS/Android



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215633-DRAFT 09.20 Model ID: SY60/SY60-M



Recyclable where facilities exist



# QUICK START

## POLY SYNC 60