

PRELIMINARY

User Manual
Cordless Telephone 3740 for Avaya

PRELIMINARY

Contents

1 Introduction	1
1.1 Target Group	1
1.2 Prerequisite	1
1.3 How to Use This Document	1
1.3.1 System Administrator	1
1.3.2 End User	1
1.4 Abbreviations and Glossary	2
1.5 Functions and Accessories	3
2 Safety Instructions	5
2.1 Precautions	5
2.1.1 Frequency Range	6
2.1.2 Warranty Notification	6
2.2 Regulatory Compliance Statements (EU/EFTA only)	6
2.3 Regulatory Compliance Statements (USA and Canada only)	6
2.4 Environmental Requirements	7
3 Descriptions	9
3.1 Cordless Telephone 3740	9
3.1.1 Hot Keys	11
3.1.2 Alphanumeric Keys	12
3.1.3 Icons and Text in the Display	12
3.2 Accessories	15
3.2.1 Desktop Chargers	15
3.2.2 Rack Charger	16
3.2.3 Battery Pack Charger	16
3.2.4 Belt Clips	16
3.2.5 Telephone lanyard	16
3.2.6 Leather Casing	16
3.2.7 Headset	16
4 Basic Operation	17
4.1 Switch the Telephone On/Off	17
4.2 Turn the Audible Signal On/Off	17
4.3 Lock/Unlock the Keypad	17
4.4 Lock/Unlock the Keypad during Call	18
4.5 Lock/Unlock the Telephone	19
5 Menu Tree	20
5.1 Calls	20
5.2 Contacts	21

PRELIMINARY

5.3 Profiles	22
5.4 Messaging	23
5.5 My Favourites	24
5.6 Short cuts	25
5.7 Connections	27
5.8 Settings	28
5.9 In Call	29
5.9.1 Additional In Call Functions	29
5.10 Customizing the Menu Tree	29
6 Calling	30
6.1 Incomming Call	30
6.1.1 Answer a Call	30
6.1.2 End a Call	30
6.2 Outgoing Call	30
6.2.1 Pre-Dial	30
6.2.2 Post-Dial	30
6.2.3 Dial Using a Pre-programmed Hot/Soft/Navigation Key or Multifunction Button	30
6.2.4 Dial a Number from the Call list	30
6.2.5 Dial the Sender of a Message	31
6.2.6 Dial a Number from the Local Phonebook	31
6.2.7 Dial a Number from the Company Phonebook	31
6.2.8 Dial a Name from the Central Phonebook	31
6.3 During a Call	33
6.3.1 Adjust the Volume during a Call	33
6.3.2 Open Contacts during the Call	33
6.3.3 Turn the Microphone on/off during a Call	33
6.3.4 Start a New Call during Conversation	33
6.3.5 Switch between Calls	34
6.3.6 End a Call	34
6.3.7 Transfer a Call	34
6.3.8 Transfer to new Call	34
6.3.9 Conference Call	35
6.3.10 Call Back	35
6.3.11 Call Waiting	35
6.3.12 DTMF	35
6.3.13 DECT Info	35
6.4 Loudspeaking Function	36
6.5 Call Diversion	36
6.6 Additional Call Services	36

PRELIMINARY

7 Menu Operations	37
7.1 Connections	37
7.1.1 Headset.....	37
7.1.2 System	37
7.1.3 In Charger Actions when in Call	39
7.1.4 In Charger Actions when Not in Call	39
7.2 Calls.....	40
7.2.1 Call List.....	40
7.2.2 Missed Calls.....	41
7.2.3 Call Time	41
7.2.4 Call Services	41
7.3 Contacts.....	43
7.3.1 Call Contact	43
7.3.2 Add Contact	43
7.3.3 Edit Contact	44
7.3.4 Delete Contact.....	45
7.3.5 Central Phonebook.....	45
7.4 Profiles	46
7.5 Messaging	46
7.5.1 Inbox.....	47
7.5.2 Write New Messages	49
7.5.3 Unsent Messages	49
7.5.4 Sent Messages	49
7.6 My Favourites.....	50
7.6.1 Add Favourite.....	50
7.6.2 Edit Favourite	51
7.6.3 Delete Favourite	51
7.7 Short Cuts.....	51
7.7.1 Define Soft Keys	51
7.7.2 Define Hot Keys	52
7.7.3 Define Navigation Key	52
7.7.4 Define Multifunction Button.....	52
7.8 Settings.....	53
7.8.1 Sound and Alert Settings	53
7.8.2 Phone Lock settings	55
7.8.3 Display Settings.....	56
7.8.4 Time & Date Settings.....	57
7.8.5 Answering	57
7.8.6 Change Text size for Messages.....	58
7.8.7 Change the Menu Language.....	58
7.8.8 Change Owner ID	58

PRELIMINARY

7.8.9 Device Info.....	59
8 Enhanced Messaging.....	60
8.1 Voice Mail	60
8.1.1 Check the Voice Mail Inbox	60
8.1.2 One Key Voice Mail Access	60
8.1.3 Delete a Voice Mail.....	60
9 Advanced Functions	61
9.1 Procedure Call.....	61
9.2 Admin Menu	61
9.3 Clear Lists in Charger	62
10 Operation Notice	63
10.1 Accessibility and Voice Quality.....	63
11 System Handling	64
11.1 Software Upgrade	64
12 Maintenance	65
12.1 Maintenance of Batteries	65
12.1.1 Battery Warnings	65
12.1.2 Charge the Battery	65
12.1.3 Charge Spare Batteries.....	65
12.1.4 Replace the Battery.....	66
12.2 Easy Replacement.....	66
12.2.1 Before Starting Easy Replacement Procedure.....	66
12.2.2 Easy Replacement Procedure	67
12.3 Attach the Hinge-type Clip.....	68
12.4 Attach the Swivel-type Cover.....	68
12.5 Attach Cover for No Clip.....	69
13 Troubleshooting	70
14 Related Documents.....	72
15 Document History	73
Index	74

PRELIMINARY

1 Introduction

This document describes functions and settings available for the Avaya 3740 Cordless Telephone. The telephone is feature-rich telephone with illuminated display, telephony, and messaging. It is a highly robust telephone designed to be used in demanding environment, for example the industry.

It is suitable for users dependent of being reachable and/or having a need for mobile voice and messaging functions, which makes it ideal for applications where the user needs either one way messaging or to be able to interact with other users. The display enhances and simplifies the use of the cordless telephones.

Read [2 Safety Instructions](#) on page 5 before using the telephone.

For software download and parameter settings, read the Installation and Operation Manual, Portable Device Manager (PDM), Windows version, TD 92748GB, and the Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

1.1 Target Group

This document is intended for the responsible (for example the system administrator) for handling the administration and distribution of telephones at the end customer site, or anyone (for example the end-user) interested to get deeper usage knowledge.

1.2 Prerequisite

Before using the telephone for the first time, the system administrator must subscribe it to the system. See [Subscribe System](#) on page 38.

1.3 How to Use This Document

1.3.1 System Administrator

Configuration of some functions require PDM/AIWS which is administrated by the system administrator. The following chapters refer to the Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB for more information on how to configure these functions.

- [4.2 Turn the Audible Signal On/Off](#) on page 17
- [4.3 Lock/Unlock the Keypad](#) on page 17
- [5.5 My Favourites](#) on page 24
- [5.9 In Call](#) on page 29
- [5.10 Customizing the Menu Tree](#) on page 29
- [6 Calling](#) on page 30
- [7.2.2 Missed Calls](#) on page 41
- [7.2.4 Call Services](#) on page 41
- [7.3 Contacts](#) on page 43
- [7.8 Settings](#) on page 53
- [11 System Handling](#) on page 64

1.3.2 End User

For end-users, it is recommended to read the following chapters to getting started.

PRELIMINARY

- [3 Descriptions](#) on page 9
- [4 Basic Operation](#) on page 17

See also [Quick Reference Guide, Cordless Telephones 3740 for Avaya, TD 92750GB](#). Because of its handy format you can place a print-out next to your telephone as a quick reference.

1.4 Abbreviations and Glossary

ELISE	Embedded Linux SErver: A hardware platform used for Unite modules.
IPDI	International Portable DAM Identity DAM (DECT Authentication Module) See IPEI for more information.
IPEI	International Portable Equipment Identity IPEI/IPDI is needed to enable network subscription of the telephone. At delivery of the telephone, IPEI and IPDI are the same and either can be used for network subscription. If one telephone is replaced with another using the Easy replacement procedure, the IPDI will be exchanged and IPEI and IPDI will no longer be the same. If the IPEI and the IPDI differ, the IPDI shall be used for network subscription.
PBX	Private Branch Exchange: telephone system within an enterprise that switches calls between local lines and allows all users to share a certain number of external lines.
PDM	Portable Device Manager: An application, running on a PC, for management of portable devices, charging racks, etc. In this document, PDM refers to PDM Windows Version.
AIWS	Wireless Services and Message Gateway: An application suite running on an ELISE2 server. It enables wireless services to and from portable devices and chargers.

PRELIMINARY

1.5 Functions and Accessories

Functions

Local phonebook
Company phonebook¹
Procedure call
Phone restrictions
Central phonebook²
Call list with the 25 last calls
2 programmable soft keys
9 programmable hot keys
Programmable navigation key.
Multifunction button
Sending/receiving messages (SMS)²
Message acknowledgement
Voice mail access²
Headset connector
Loudspeaking function
Microphone on/off during a call
Vibrator
Profiles
Easy replacement of telephone
Easy replacement of battery
Clear lists in charger
Centralized Management²
Personalized menus
Dynamic Output Power
Site Survey tool

1. This function/feature requires PDM or AIWS
2. This function/feature is system dependent.

Accessories

Basic Charger
Advanced Charger
Multiple Battery Charger
Rack Charger
Battery Pack
Leather Case
Spare Clip
Swivel-type Clip,
Cover for no clip
Telephone lanyard
Headset with microphone on boom¹
Peltor hearing protection headset
Headset adapter for Mic on boom
Headset adapter for standard Peltor headset

PRELIMINARY

Accessories

Front plates (5 colours)

1. Requires the headset adapter for Mic on boom, which is ordered seperately.

PRELIMINARY

2 Safety Instructions

Read this chapter before using the telephone.

For safe and efficient operation of the telephone, observe the guidelines given in this manual and all necessary safety precautions when using the telephone. Follow the operating instructions and adhere to all warnings and safety precautions located on the product, the Quick Reference Guide and this User Manual.

2.1 Precautions

- **Save this manual.** It includes important safety information and operating instructions. Save all instructions for future reference.
- Avoid volume levels that may be harmful to your hearing. Exposure to excessive sound pressure from a telephone's earpiece or headset may cause permanently hearing loss.
- Connect AC (power supply) to the desktop battery charger only to designated power sources as marked on the product.
Danger: Never alter the AC cord or plug. If the plug will not fit into the outlet, have a proper outlet installed by a qualified electrician. Improper connection increases the risk of electric shock.
- Position the electrical cord to the AC power supply where it is least likely to be subjected to damage or stress.
- Remove the electrical cord from an outlet by pulling gently on the AC adapter, not by pulling the cord.
- Unplug the battery charger from a power source (or remove the telephone from charger) before cleaning the telephone to reduce risk of electric shock.
- Do not use auxiliary equipment with the telephone which is not exclusively recommended by the manufacturer, see [3.2 Accessories](#) on page 15. The use of any auxiliary equipment not recommended by the manufacturer may result in fire, electric shock, or injury, and will void the warranty.
- Do not expose the telephone to open flame.
- Do not expose the telephone and the charger to direct sunlight for long periods. Keep the telephone and charger away from excessive heat and moisture.
- Do not allow heavy objects to fall on the telephone.
- Do not allow children to play with the product packaging material. Product packaging material is often small and may present a choking hazard.
- Do not allow children to play with the telephone. It is not a toy. Children could hurt themselves or others.

PRELIMINARY

2.1.1 Frequency Range

The telephone is a radio transmitter and receiver. When it is on, it receives and sends out radio frequency (RF) energy. The telephone operates on different frequency ranges depending on market and employs commonly used modulation techniques:

EU	1880-1900 MHz
USA	1920-1930 MHz
LA	1910-1930 MHz
BR	1910-1920 MHz

2.1.2 Warranty Notification



Do not disassemble the telephone. Disassembling the telephone voids the warranty. The telephone consists of no user serviceable components. Service should be performed by Authorized Service centre only.

2.2 Regulatory Compliance Statements (EU/EFTA only)

This equipment is intended to be used in the whole EU & EFTA.

This equipment is in compliance with the essential requirements and other relevant provisions of R&TTE Directive 1999/5/EC. The Declaration of Conformity may be consulted at:

<https://www.ascom-ws.com/doc/>

The telephone is marked with the label  

2.3 Regulatory Compliance Statements (USA and Canada only)

- FCC ID:BXZDH5
- IC: 3724B-DH5
- US: 9FVW4NANDH5 **HAC**

FCC compliance statements

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. 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.

PRELIMINARY

Privacy of communications may not be ensured when using this telephone.

This Class B digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la Classe B conforme à la norme NMB-003 du Canada.

Exposure to Radio Frequency Signals

This equipment complies with FCC radiation exposure limits set forth for an uncontrolled environment. This device complies with FCC SAR limit of 1.6 W/kg. The maximum SAR value measured when used at the ear, and when worn on the body using belt clip:

SAR values	Without Bluetooth
Head	0.008 W/Kg
Body worn	0.011 W/Kg

This device must not be co-located or operating in conjunction with any other antenna or transmitter.

Use of non-Ascom approved accessories may violate the FCC RF exposure guidelines and should be avoided.

Information to User

This device complies 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.

Modifications

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

2.4 Environmental Requirements

Cordless Telephone

- Only use the telephone in temperatures between -10°C to $+45^{\circ}\text{C}$ (14°F to 113°F).
- Avoid exposing the telephone for direct sunlight or close to other heat sources.
- Do not expose the telephone to open flame.
- Keep the telephone away from excessive heat and moisture.
- Avoid sudden temperature changes to prevent condensation in the telephone. It is recommended to put the telephone into an air tight plastic bag until the temperature is adjusted, for example, when entering or leaving a cold/heated building on a warm/cold day.
- Protect your telephone from aggressive liquids and vapours.
- If the telephone has been exposed for water or condense, remove the battery immediately and let it dry completely before re-inserting the battery.
- Keep the telephone away from strong electromagnetic fields.
- Do not place a cold telephone in a charger.

PRELIMINARY

Battery

- Do not immerse the battery into water. This could short-circuit and damage the battery.
- Do not expose a battery to an open flame. This could cause the battery to explode.
- Do not allow the metal contacts on the battery to touch another metal object. This could short-circuit and damage the battery.
- Do not leave a battery where it could be subjected to extremely high temperatures, such as inside a car on a hot day.
- Use the Desktop Charger or the wall mounted Rack Charger for charging. Charge the battery for at least one hour the first time you use the battery. Note that the wall mounted charger with a battery pack adapter has to be used if the battery alone is to be charged.
- Do not charge a battery when the ambient room temperature is above 40 °C or below 5 °C (above 104 °F or below 41 °F).
- Do not attempt to take a battery apart.
- Do not disconnect the battery unless it needs to be replaced.
- Do power the telephone off before removing the battery.

Battery Disposal

Defective batteries must be returned to a collection point for chemical waste disposal.

Chemical Resistance

The alpha and numeric characters printed on the exterior of the telephone have been tested and found resistant to chipping, fading or wearing off when the telephone is treated with common cleaners and disinfectants or perspiration. The following chemicals have shown no harmful effect:

- 3% Hydrochloric Acid
- M-alcohol (85% Methylated Ethanol)
- 60% Chlorhexidin 0.5mg/ml

Acetone can be damaging to the plastic casing of the telephone and should not be used.

PRELIMINARY

3 Descriptions

3.1 Cordless Telephone 3740

IMPORTANT: The telephone may retain small magnetic objects around the mouthcap or earcap region.

Case

The plastic cover parts are made of durable PC/ABS material.

Antenna

The antenna is integrated inside the cordless telephone.

Loudspeaker

The cordless telephone has a separate loudspeaker for the loudspeaking function. It is placed on the back side of the cordless telephone.

Battery

The battery is a rechargeable Li-Ion battery, placed under a battery cover. See [12.1.4 Replace the Battery](#) on page 66.

The battery is fully charged within four hours. See [12.1.2 Charge the Battery](#) on page 65.

The battery can be charged separately with a special battery charger. See [12.1.3 Charge Spare Batteries](#) on page 65.

PRELIMINARY

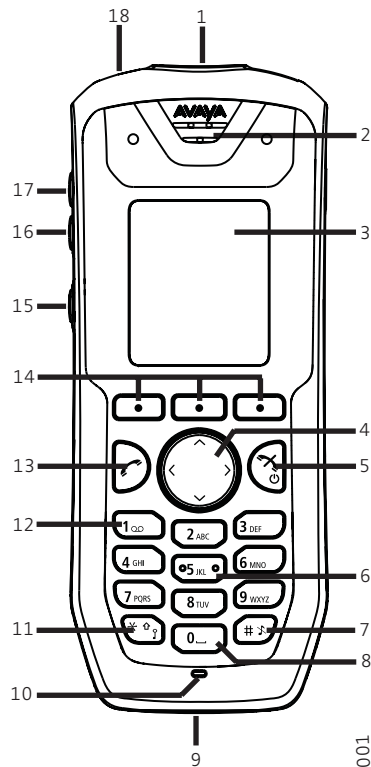



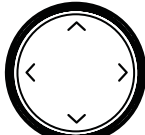












Figure 1. Overview Cordless Telephone 3740

- 1  Multifunction button
The button is placed on the top side of the cordless telephone.
- 2  Earpiece speaker
- 3  Display
The full graphic type display is 128 pixels wide and 160 pixels high. The display is monochrome black and white, with backlighting.
- 4  Four-way navigation key
Use this key to step in the menu and when working in text mode. <, >, ^, v and are used for stepping left/right and up/down in the menu. The navigation key can be programmed, the ^ is by default a short cut to the Inbox, and v is a short cut to Call contact. During a call it is possible to increase/decrease the volume by pressing ^ and v.
- 5  On-hook and On/Off key
Combined button; to end a call, to return to idle mode, and to switch the telephone on/off by long press.
- 6  Tactile indicators
There are two tactile indicators to indicate the centre of the keypad.
- 7, 15  Sound off key/Mute button
To turn on/off audible signals in idle mode, silencing the ring signal at incoming call and to mute in call.
- 8  Space
To add space between text

PRELIMINARY

- 9 Multi-purpose connector
The connector is used for battery charging, software download, configuration and connection of headset.
- 10 Microphone
The microphone is placed on the front bottom side of the cordless telephone.
- 11  Key lock and Upper/Lower case
This key is to lock the keypad in combination with the Soft key "Lock". This key is also for switching between upper/lower case and digits.
- 12  Voice mail access¹
A quick access to the telephone's Voice mail. This is a system dependent feature.
- 13  Off-hook key
To answer a call, to pre-dial a number, and to post-dial. This key can be programmed in the PDM/AIWS, it is by default set as Post-dial, see [6.2.2 Post-Dial](#) on page 30.
- 14  Soft keys
The three Soft keys are located just beneath the display and the function of each Soft key is indicated by text in the display just above the keys. In idle mode, the middle and right Soft key can be used for specific functions defined by the user of the telephone. See [7.7.1 Define Soft Keys](#) on page 51.
- 16  Volume down
The button is placed on the upper left side of the cordless telephone and is used for decreasing the earpiece, headset, and the loudspeaker volume.
- 17  Volume up
The button is placed on the upper left side of the cordless telephone and is used for increasing the earpiece, headset, and the loudspeaker volume.
- 18 LED
Indicates incoming call, messaging, low battery, and charging.

1.This is a system dependent feature.

3.1.1 Hot Keys

A Hot Key can be programmed to give access to frequently used functions such as dialling a specific telephone number, a short cut on the menu, or sending an SMS. Any key "0", "2" - "9" can be set to a Hot Key. A long press on any of these digits in stand by mode are by default a short cut to the Call contact list. See [7.7.2 Define Hot Keys](#) on page 52.

PRELIMINARY

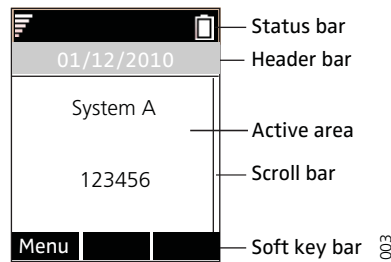


Figure 3. Example of a display configuration in idle mode

The top row (Status bar) is used for icons which give the user information about signal strength, missed call, new message, phone lock, key lock, sound off, time and battery status. This row is always visible in all screens.








The next row (Header bar) displays the current date, headset connection and system connection.

The next rows (Active area) are used for information such as the name of the system to which the telephone is connected to. A user identity provided from the system and/or an Owner ID can also be displayed if configured in the Settings menu. This is also the area for dialog window text. For example "missed calls" or to confirm an action.

















The bottom row (Soft key bar) is used for Soft keys which can be used as short cuts for functions in the telephone. See [3.1 Cordless Telephone 3740](#) on page 9.

The (Scroll bar) is placed to the right of the "Active area". It becomes visible when a menu screen has more than six menus, or if the complete text in a message cannot be displayed on the screen simultaneously.

Icons

-  "Signal strength" icon is visible in the upper left corner. The staples shown in display depends on the signal strength.
-  "Full battery" icon is displayed in upper right corner.
-  "Low battery warning" icon is shown when the battery has 10% or less remaining capacity left.
-  "Empty battery warning" icon is flashing when the battery has 5% or less remaining capacity left.
-  "Sound off" icon is displayed when the Sound off key or Mute button is pressed, or when the telephone has In charger > Sound off enabled.
-  "Ring volume silent" icon is displayed when the volume is set to silent.
-  "Microphone off" icon indicates a silenced microphone. It is displayed after a long press on the Sound off key or Mute button during a call.

PRELIMINARY

-  "Loudspeaking" icon is displayed in the Soft key bar during a call. Pressing this icon will activate the loudspeaking mode.
-  "Loudspeaking off" icon is displayed after the Soft key for Loudspeaking icon has been pressed. Pressing this icon will deactivate the loudspeaking mode.
-  "New message" icon indicates that a new text message (or messages) has arrived. The icon remains in the status bar until all new messages in the inbox are read.
-  "Voice mail message" icon is displayed in the inbox when there are voice mails. The icon remains until voice mail has been listened.
-  "Unread message" icon indicates an unread message in the Messaging Inbox.
-  "Read message" in front of a message shows that this message has been read.
-  "Sent message" icon in front of a message shows that this message has been sent.
-  "Unsent message" icon in front of a message shows that this message has not been sent.
-  "Key lock" icon indicates a locked keypad.
-  "Phone lock" icon indicates a locked telephone.
-  "Headset" icon indicates that a corded headset is connected to the telephone.
-  "Outgoing call" icon is added to all outgoing calls in the call list.
-  "Incoming call" icon is added to all answered calls in the call list.
-  "Missed call" icon is added to all missed calls in the call list, and in the status bar.
-  "System connection" icon is visible when connecting to a system.
-  "Profile active" icon is visible when a profile is selected.

PRELIMINARY

Menu icons



The "Contacts" menu contains all names/numbers in the local phonebook. It is also possible to access a central phonebook¹ from this menu.



The "My favourites" menu contains menu short cuts used to customize an own menu.



The "Messaging" menu contains all message handling such as reading and writing messages.



The "Calls" menu contains call lists, call time, and call services*. Call services is configured in the PDM.



The "Connections" menu contains Headset selection, System selection, and In charger selection.



The "Settings" menu contains personal telephone settings such as changing the ringer volume, selecting language, etc.



The "Short cuts" menu contains short cuts for the Soft keys, Hot keys, Navigation keys, and the Multifunction button.



The "Profiles" menu contains possibility to add four different profiles. By default there is no profile.

1.This feature is system dependent.

3.2 Accessories

3.2.1 Desktop Chargers

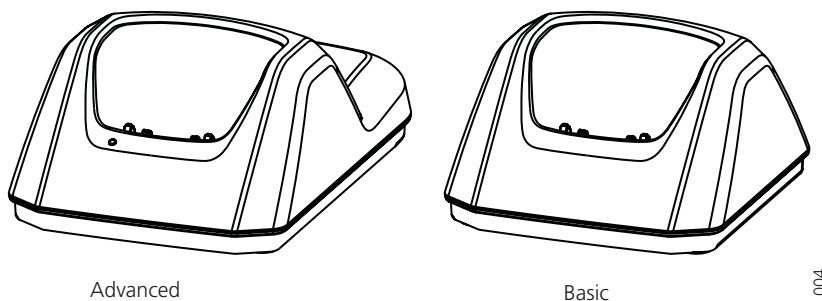


Figure 4. Desktop Chargers

There are two desktop chargers available; one basic (DC3) that will only charge the cordless telephone, and one with advanced functionality (DC4) to download new software and to synchronize parameters. The cordless telephone is fully operational while placed in the charger.

PRELIMINARY

The charger is delivered with a plug-in power supply and is connected into an ordinary wall socket. For more information, see Installation and Operation Manual, DC4, Advanced Desktop Charger, TD 92662GB.

Note: Only use the charger within the temperature range of +5° C – +40° C.

IMPORTANT: Only use the provided power supply, see Operation Manual, DC4, Advanced Desktop Charger, TD 92662GB.

3.2.2 Rack Charger

The rack charger is used for charging several telephones, to synchronize parameters, and for software download.

The built in power supply can charge up to six cordless telephones.

See Installation and Operation Manual, CR3 Rack Charger, TD 92752GB

3.2.3 Battery Pack Charger

The Battery pack charger (CR4) is used for charging up to six spare batteries.

3.2.4 Belt Clips

Note: It is possible to use the telephone without any clip on, see [12.5 Attach Cover for No Clip](#) on page 69. The belt clips cannot be used if the telephone shall be placed in a case. See [3.2.6 Leather Casing](#) for more information.

There are two belt clips available:

- Hinge-type clip
To prevent the telephone from slipping out of for example pocket or belt, see [12.3 Attach the Hinge-type Clip](#) on page 68.
- Swivel-type clip
To be able to rotate without slipping out from for example pocket or belt, see [12.4 Attach the Swivel-type Cover](#) on page 68.

3.2.5 Telephone lanyard

The telephone lanyard is 800 mm long. It is attached directly to the telephone.

3.2.6 Leather Casing

The leather casing is especially designed for the telephone. The casing comes with a swivel type belt clip and the telephone is fully operational while placed in the casing.

3.2.7 Headset

A headset is recommended if the telephone is frequently used and/or if the user wants to have both hands free. The headset comes in two versions; microphone on a boom and hearing protection.

In order to achieve optimal audio quality with the different headset types it is recommended to select the corresponding headset profile. See [7.1.1 Headset](#) on page 37 for more information.



PRELIMINARY

4 Basic Operation

Note: For information on how to answering/ending a call, see [6.1 Incoming Call](#) on page 30.


4.1 Switch the Telephone On/Off

Prerequisite, the telephone is switched off:

- 1 Press and hold .
When pressing , the telephone will vibrate and the display lights up.
- 2 A control question "Switch on?" is displayed. Confirm by pressing "Yes".

Prerequisite, the telephone is in idle mode:

Tip: While in a menu, press  to return to idle mode.



- 1 Press and hold the On-hook key .
- 2 A control question "Switch off?" is displayed. Confirm by pressing "Yes".


4.2 Turn the Audible Signal On/Off

Note: If the parameter *Disable permanent mute* is enabled, the user cannot turn off the audible signal. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

The telephone is in idle mode:

Tip: While in a menu, press  to return to idle mode.

A long press on , or , changes between ring signal on/off.

The icon  indicates a silenced telephone.

4.3 Lock/Unlock the Keypad

To prevent accidentally pressing keys and making a call, the keys can be locked. See also [7.8.2 Phone Lock settings](#) on page 55.

Note: It is possible to answer/end a call while the keypad is locked. If configured in the PDM/AIWS, it is also possible to call an emergency call while the keypad is locked. Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

Lock Keypad

- 1 Press .
- 2 Press "Lock".

Unlock Keypad


- 1 Press .
- 2 Press "Yes".

PRELIMINARY


4.4 Lock/Unlock the Keypad during Call

To prevent accidentally pressing keys, the keys can be locked during a call. This can be useful when a headset is used and the telephone is attached to a pocket or belt.

Lock Keypad

- 1 Long press .
- 2 Press "Lock".

Unlock Keypad

- 1 Press .
- 2 Press "Yes".


Note: It is possible to use the volume buttons and the mute button during the call.

PRELIMINARY

4.5 Lock/Unlock the Telephone

The telephone can be protected for unauthorized use. If this function is activated, a PIN code has to be entered at power on, or when the telephone is placed in a charger - this behaviour will first be activated when the telephone is placed in the charger. The default phone lock code (0000) can be changed to any 4 - 8 digit personalized code.

Note: If configured in the PDM/AIWS, it is possible to call an emergency call while the telephone is locked.

- 1 Press the "Menu" soft key.
- 2 Select "Settings" .
- 3 Select "Locks".
- 4 Select "Phone lock".
- 5 Select "Auto phone lock".
- 6 Select "On", "On in charger", or "Off".
- 7 Enter PIN code.
- 8 Press "OK".

If the PIN code is forgotten it can be removed by your distributor.

PRELIMINARY

5 Menu Tree

5.1 Calls

Call list	>	1234 12:00	>	Call	
		1235 14:00		More	> Time of Call
		etc.		Back	Edit number
					Save number > Work number
					Mobile number
					Other number
					Send message >
					Delete > Yes
					No
					Delete all > Yes
					No

Missed calls	>	2345 15:00	>	Call	
		2346 23 Sep 03		More	> (same as above)
		etc.		Back	

Call time	>	Total time 03:15:00 Last call 00:30:00
-----------	---	---

Call services	>	Absence ¹	>	Deactivate
				Lunch
				Meeting
				Trip
				Vacation
				Out
				Absence 1
				Absence 2
				Absence 3
				Absence 4

Divert call	>	Internal	>	Activate
				Deactivate
		External	>	(same as Internal)
		No reply	>	(same as Internal)
		When busy	>	(same as Internal)

General service 1 Name ¹
General service 16 Name ¹

1. Visible if defined in PDM/AIWS.

PRELIMINARY

5.2 Contacts

Call contact	>	Search		
		[Contact list]	>	
Add contact	>	New	>	Name
				Work number
				Mobile number
				Other number
				Ring signal
		From Call list	>	
Edit contact	>	Search		
		[Contact list]	>	Name
				Work number
				Mobile number
				Other number
				Ring signal
Delete contact	>	Search		
		[Contact list]	>	
Central phonebook ¹	>	Search by name	>	Call
			More	> View contact
				Add to contacts
				Send message
		Search by number	> More	> (same as above)
		Last result	> Call	
			More	> (same as above)

1. This is a system dependent feature.

Tip: When adding/editing a number in a contact, it is possible to add a variable/character *U* in the Work/Mobile/Other number field that allows the user to enter additional numerical character(s) before calling the number. See [9.1 Procedure Call](#) on page 61 for more information.

PRELIMINARY

5.3 Profiles



Normal (example)	>	Name		
		Volume	>	
		Ring signals	>	Internal call
				>
				Back
				External call
			>	(same as above)
		Message alert	>	Play
				Back
		Vibrating alert	>	On
				On if silent
				Off
		Key sound	>	Click
				Tone
				Silent
		Answering behaviour	>	Automatically
				Loudspeaking
Add new	>	(same as Normal above)		

PRELIMINARY

5.4 Messaging

Inbox	>	Message list	>	View	>	Reply	>	Enter text	
						More	>	Delete	
								Forward	
								Call no. in text ¹	> Call
								Save number	
				More	>	Delete	>	Yes	
								No	
						Delete all	>	Yes	
								No	
				Back					
Write new message	>	Enter text	>	Send	>	Enter number	>	Send	
						"Contacts access"	>	Send	
				Clear					
				Back					
Unsent	>	Message list	>	Edit	>	Enter number	>	Send	
						"Contacts access"	>	Send	
				Clear					
				More	>	Delete	>	Yes	
								No	
						Delete all	>	Yes	
								No	
				Back					
Sent	>	Message list	>	View	>	Forward	>	Send	> Enter number > Send
								"Contacts access"	> Send
								Clear	
				More	>	Delete	>	Yes	
								No	
						Call no. in text ¹	>	Call	
						Save number	>		
				Close					
				More	>	Delete	>	Yes	
								No	
						Delete all	>	Yes	
								No	
				Back					

1. Visible if the number consists of minimum 3 digits.

5.5 My Favourites



Add new	>	Enter name	>	Phone call	>	Phone number	>	Enter number ¹	>	Save
							*Contacts access"		>	Save
							Back			
			Send message		>	Phone number	>	Enter number	>	Save
Favourite 1 (example)							*Contacts access"		>	Save
							Back			
	>	More	>	Edit						
			Delete		>	Yes				
						No				

1. **Tip:** When configuring the *Phone call* function, it is possible to add a variable/character *U* in the *Enter number* field that allows the user to enter additional numerical character(s) before calling the number. See [9.1 Procedure Call](#) on page 61 for more information.



PRELIMINARY

5.6 Short cuts

Soft Keys	>	Middle	>	Name	>	Not used	>	Enter number ¹
				Function		Phone call		
				Call list				
				Contact list				
				Central phonebook ²				
				Message inbox				
				Send message		Enter number		
				Change profile		Profile A (example)		
				Open a menu		Main menu		
						Calls		
						Connections		
						Contacts		
						Messaging		
						My favourites		
						Profiles		
	Settings							
	Absence ³							
	Call services							
	Call absence	>						
	My favourites	>						
	Value	>						
	Control question	>	On					
			Off					
	Right	>	(same as Left key)					
Hot Keys	>	0, 2 - 9	>	Function	>	(same as above)		
				Value		>		
				Control question		>	On	
				Off				
Navigation Keys	>	Up	>	Function	>	(same as above)		
				Value		>		
				Control question		>	On	
							Off	
				Down		>	(same as Up key)	
				Left		>	(same as Up key)	
Right	>	(same as Up key)						
Multifunction button	>	Long press	>	Function	>	(same as above)		
				Value		>		
				Control question		>	On	
				Off				

PRELIMINARY

Multi press	>	(same as Long press)
-------------	---	----------------------

1. **Tip:** When configuring the *Phone call* function, it is possible to add a variable/character *U* in the *Enter number* field that allows the user to enter additional numerical character(s) before calling the number. See [9.1 Procedure Call](#) on page 61 for more information.
2. This is a system dependent feature.
3. Visible if defined in PDM/AIWS.



PRELIMINARY

5.7 Connections

Headset	>	Mic on boom										
		Hearing protection										
		[User specified headset] ¹										
System	>	Change system	>									
		Subscribe	>	Enter System name	>	Select system	>	PARK /AC	>	Protection on?	>	Yes
		Unsubscribe ²	>	Select system	>	Yes						No
						No						
		Rename system	>	Select system	>	Edit	>	Save				
								Clear				
								Back				
		Priority	>	Select system	>	Up						
						Down						
					Back							
In charger	>	Call behavior	>	No action								
				Loudspeaking								
				End call								
		Other actions	>	No action								
				Switch off								
				Redirect								
				Sound off								

1. Visible if defined in the PDM/AIWS.

2. It is not possible to unsubscribe a protected system via the telephone. Unsubscription of the system must be made via PDM/AIWS.

PRELIMINARY

5.8 Settings

Sound & Alerts	>	Volume	>	
		Ring signals	>	Internal call
				External call
				Priority call
		Message alert	>	
		Vibrator alert	>	On
				On if silent
				Off
		Key sound	>	Click
				Tone
			Silent	
Locks	>	Automatic key lock	>	On
				Off
		Phone lock	>	Auto phone lock
			>	On
			On in charger	
			Off	
			Change PIN code	
Display	>	Screen saver	>	Information
				Black
		Brightness	>	Normal
				Power save
		Contrast	>	
Time & Date	>	Time format	>	12:00(am/pm)
				12:00
		Date format	>	dd mmm yy
				mmm dd yyyy
				yyyy-mm-dd
				mm/dd/yyyy
				dd/mm/yyyy
			dd-mm-yyyy	
			dd.mm.yyyy	
Answering	>	Answering key	>	Hook-off
				Any key
		Answering behaviour	>	Automatically
			Loudspeaking	
Messages	>	Text size	>	Normal
				Large
Language	>	Dansk, English etc.		
Owner ID	>			
Device info	>	Software		
		Hardware		
		IPEI/IPDI		
		User ID		

PRELIMINARY

5.9 In Call

The In Call menu can be accessed during an ongoing call by pressing the soft key "More".

If configured in the PDM/AIWS, it is possible to access a certain function in the *In call* menu directly by pressing the right Soft key.

Note: If configured in the PDM/AIWS, it is possible to call an emergency call while the telephone/keypad is locked. During the emergency call, it is only possible to access the Microphone on/off function in the In Call menu.

The *In call* function can be used in combination with the *Procedure call* function, see [9.1 Procedure Call](#) on page 61.

5.9.1 Additional In Call Functions

Besides the default *In Call* functions, it is possible to define 10 extra system specific codes/ general purposes. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

Contacts	>	
Microphone on/off	>	
New call ¹	>	Call "Phonebook access" Cancel
Switch ²	>	
End call ²	>	
Transfer ²	>	
Transf. to new ²	>	Call "Phonebook access" Cancel
Conference ²	>	
Callback ²	>	
Call waiting ²	>	
DTMF		
DECT info ³	>	Link System Encryption mode
General purpose 1 name ²	>	
General purpose 10 name ²	>	

1. Visible if defined in PDM/AIWS.

2. Visible if the parameters "New call" and "Transfer" are defined in the PDM/AIWS.

3. Visible if the Admin menu is activated.

5.10 Customizing the Menu Tree

The menu tree can be customized by hiding some of the functions that are available but for example not in use. Which functions that should be hidden are defined in the PDM. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

PRELIMINARY



6 Calling

6.1 Incoming Call

The flashing LED, accompanied by a ring signal and/or a vibrating telephone, gives a notice of a call. Ring signal and vibrator can be disabled, see [7.8.1 Sound and Alert Settings](#) on page 53. The calling party's telephone number or name is shown. The name will be shown if the calling party's telephone number is stored in the local phonebook.

Note: If the parameter *Stimuli call phonebook lookup* is disabled, the system-provided call information will be used instead. This means that if a calling party's name is saved in the phonebook, it will not be displayed. This function is only applicable in legacy systems (stimuli).

6.1.1 Answer a Call


When the signal sounds, press  to answer the call, or press the Soft key  to answer the call in loudspeaking mode. The name/number of the calling party is displayed if calling line information is available.

Tip: When a headset is connected to the telephone, the answering button on the headset can be used to answer the call.

Other answering methods can also be set in the Settings menu, see [5.8 Settings](#) on page 28. The answering methods are; Automatically and Loudspeaking.


When "Automatically" is enabled, all incoming calls will be connected automatically.


6.1.2 End a Call

Press  to end the call. The duration of the call is shown in the display. The total time of the call can also be retrieved from the Calls menu > Call time.


6.2 Outgoing Call

6.2.1 Pre-Dial

Enter the number and press  to get the line. The number is shown on the display while dialling. If needed, press the soft key "Clear" to erase the number. By using the navigation key it is possible to step and add/delete a digit in the middle of a number.

It is possible to turn on the tone sender in a pre-dialled number by making a long press on .

6.2.2 Post-Dial

Press  to get the line and enter the number.



6.2.3 Dial Using a Pre-programmed Hot/Soft/Navigation Key or Multifunction Button

A Hot key, Soft key, Navigation key or the Multifunction button can be programmed with a telephone number. Press the pre-programmed key/button to dial the number. The call will automatically be connected. See [7.7 Short Cuts](#) on page 51 for information.

6.2.4 Dial a Number from the Call list


- 1 Press "Menu"

PRELIMINARY



- 2 Select "Calls" .
- 3 Select "Call list".
- 4 Select a number.
- 5 Press  or the Soft key "Call" to dial.
The number can be edited before the call is started. Press "More" and select "Edit number".

6.2.5 Dial the Sender of a Message




You can call the sender of a message stored in the message list, from the Messaging menu.

- 1 Press "Menu".
- 2 Select "Messaging" .
- 3 Select "Inbox".
- 4 Select number/message from the list.
- 5 Select "View".
- 6 Select "More".
- 7 Select "Call sender".


6.2.6 Dial a Number from the Local Phonebook

- 1 Press "Menu".
- 2 Select "Contacts" .
- 3 Select "Call contact".
- 4 Select contact from list, or search name/number by entering characters in the search field.
- 5 Press "Call", or  to make the call.

6.2.7 Dial a Number from the Company Phonebook


- 1 Press "Menu".
- 2 Select "Contacts" .
- 3 Select "Call contact".
- 4 The local and company phonebook appears in the same list but the company names are indicated by a "Locked entry" icon  in front of the name. Select contact from list, or search name/number by entering characters and select search.
- 5 Press "Call", or  to make the call.

6.2.8 Dial a Name from the Central Phonebook

- 1 Press "Menu".
- 2 Select "Contacts" .
- 3 Select "Central phonebook"¹.
- 4 Select "Search by name".
- 5 Enter the first name and/or last name, the whole name does not have to be entered. If configured in PDM/AIWS, it is possible to search for names that include spaces.

1.This is a system dependent feature.

PRELIMINARY

- 6 Press "Search".
- 7 Press "Call", or Off-hook key  to make the call.





PRELIMINARY

6.3 During a Call

Note: Some of these functions are system dependent. The parameters are set up in the Portable Device Manager (PDM), see Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB, and Installation and Operation Manual, Portable Device Manager (PDM), Windows version, TD 92748GB.

If configured in the PDM/AIWS, it is possible to call an emergency call while the telephone/keypad is locked. During the ongoing emergency call, it is only possible to turn the microphone on/off by pressing the soft key "More". In addition, the right soft key is also disabled, unless it is not configured as a Loudspeaker soft key.


6.3.1 Adjust the Volume during a Call

Press  to increase the volume, and  to decrease the volume. The telephone will now store and keep the new volume level. It is also possible to use the navigation key, press  and  to adjust the volume.

6.3.2 Open Contacts during the Call


Note: If configured in the PDM/AIWS, it is possible to call an emergency call while the telephone/keypad is locked. During the ongoing emergency call, the soft key "More" and the soft key "R" are disabled.

- 1 Press "More" during the call.
- 2 Select "Contacts".
- 3 Press "Select".
- 4 Select "Call contact" for searching a local or company phonebook contact, or select "Central phonebook" for searching a central phonebook contact.
- 5 Press "Select".
- 6 Select or search contact.



It is possible to call the selected contact by pressing "Call" or . When calling the contact, the first call will be put on hold. See also [6.3.4 Start a New Call during Conversation](#) on page 33.

6.3.3 Turn the Microphone on/off during a Call

- 1 Press "More" during the call.
- 2 Select "Microphone off".
- 3 Press "Select".

The  indicate a silenced microphone. This means that the other part in an ongoing call cannot hear you. To turn the microphone back on, do as follows:



- 1 Press "More" during the call.
- 2 Select "Microphone on".
- 3 Press "Select".

It is also possible to turn the microphone off/on by a long press on  or . When pressing the button, a tone is heard indicating that the microphone is turned on/off.

6.3.4 Start a New Call during Conversation

- 1 Press "More" during the call.
- 2 Select "New Call"¹.

PRELIMINARY

- 3 Press "Select".
- 4 Enter the number, or press  to access the local phonebook and company phonebook.
- 5 Press "Call", or .

6.3.5 Switch between Calls

A new call is started during conversation, see [6.3.4 Start a New Call during Conversation](#) on page 33. The first call is on hold.

- 1 Press "More".
- 2 Select "Switch"².
- 3 Press "Select". This will switch between the calls.

6.3.6 End a Call

A new call is started during conversation, see [6.3.4 Start a New Call during Conversation](#) on page 33. The first call is on hold.

- 1 Press "More" during the call.
- 2 Select "End Call"².
- 3 Press "Select". This will end the current call and the previous call is resumed.

Note: It is also possible to end a call by putting the telephone in a charger. Note that all ongoing calls will be disconnected. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB or [7.1.3 In Charger Actions when in Call](#) on page 39.



6.3.7 Transfer a Call

A new call is started during conversation, see [6.3.4 Start a New Call during Conversation](#) on page 33. The first call is on hold.

- 1 Press "More".
- 2 Select "Transfer"².
- 3 Press "Select". This will connect the first caller with the person you want to transfer the call to.

6.3.8 Transfer to new Call

Note: If configured in the PDM/AIWS, it is possible to call an emergency call while the telephone/keypad is locked. During the ongoing emergency call, the soft key "More" and the soft key "R" are disabled.

- 1 Press "More" during the call.
- 2 Select "Transf. to new call"¹.
- 3 Press "Select".
- 4 Enter the number to the person where the call will be transferred to, or select  to access the local phonebook and company phonebook.
- 5 Press "Call", or  to transfer the call.

1. Visible if defined in the PDM/AIWS.

1. Visible if the parameters "New call" and "Transfer" are defined in the PDM/AIWS.

6.3.9 Conference Call **PRELIMINARY**

A new call is started during conversation, see [6.3.4 Start a New Call during Conversation](#) on page 33. The first call is on hold. Connect a conference call as follows:



- 1 Press "More".
- 2 Select "Conference call"¹.
- 3 Press "Select".

The person initiating the conference call is the conference leader, and the other are participant members of the conference call.

6.3.10 Call Back

Note: If configured in the PDM/AIWS, it is possible to call an emergency call while the telephone/keypad is locked. During the ongoing emergency call, the soft key "More" and the soft key "R" are disabled.

When a call is made to a busy telephone, it is possible to automatically call back when the busy telephone is free. When a busy tone sounds, do as follows:

- 1 Press "More" during the call.
- 2 Select "Callback"¹.
- 3 Press "Select".
- 4 Press  and wait until the telephone alerts.
- 5 When the telephone alerts, press  and the call will automatically be started.

6.3.11 Call Waiting

Note: If configured in the PDM/AIWS, it is possible to call an emergency call while the telephone/keypad is locked. During the ongoing emergency call, the soft key "More" and the soft key "R" are disabled.

During an ongoing conversation and a short tone for another incoming call appears, do as follows:

- 1 Press "More".
- 2 Select "Call waiting"¹.
- 3 Press "Select". The new call is now connected, and the first call is on hold.

When the line is free, the call on hold will automatically be dialled again. This is a system dependent feature.

6.3.12 DTMF

Note: If configured in the PDM/AIWS, it is possible to call an emergency call while the telephone/keypad is locked. During the ongoing emergency call, the soft key "More" and the soft key "R" are disabled.

- 1 Press "More" during the call.
- 2 Select "DTMF".
- 3 Press "Select". This will enable the use of Dual Tone Multi Frequency (DTMF) signals.



6.3.13 DECT Info

This option is only visible if the Admin menu is activated. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB for more information.

PRELIMINARY

6.4 Loudspeaking Function

There are four options to activate the loudspeaking function:

- When receiving a call, press the left Soft key , or
- During a call, press the left Soft key .
- During a call, put the telephone in a charger. Requires that the In Charger Action is set to *Loudspeaking*, see [7.1.3 In Charger Actions when in Call](#) on page 39.
- This function can also be activated by selecting another answering method, that is, "Automatically" and/or "Loudspeaking". See [7.8.5 Answering](#) on page 57.

6.5 Call Diversion

All calls; internal calls, external calls, calls when busy, or calls at no answer can be diverted to another telephone number. The diversion is made via the Calls menu > Call services > Divert calls. See [7.2.4 Call Services](#) on page 41.

It is also possible to programme a Soft key, Hot key, Navigation key, or Multifunction button with a short cut to the "Call diversion" function. Refer to [7.7 Short Cuts](#) on page 51, and [Divert Internal/External Calls](#) on page 42.

6.6 Additional Call Services

Besides the default *Call services* functions, it is possible to define 16 extra system specific codes/general services. This is programmed in the PDM/AIWS. See also [7.2.4 Call Services](#) on page 41.

PRELIMINARY

7 Menu Operations

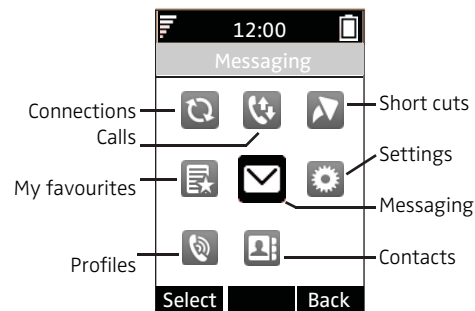



Figure 5. Menu Overview for 3740

7.1 Connections

- 1 Enter the menu by pressing the "Menu" Soft key.
- 2 Select "Connections"  in the menu.
- 3 Press "Select".

7.1.1 Headset

A headset is recommended if the telephone is frequently used, and/or the user want to have both hands free. The headset comes in two versions; microphone on a boom and hearing protection.

In order to achieve optimal audio quality with the different headset types it is recommended to select the corresponding headset profile.

The default setting is microphone on a boom, that is, the audio is optimized for using a headset with microphone on a boom. The headset profile can be changed in the menu by do as follows:

- 1 Select "Headset".
- 2 Select the corresponding headset profile from list, that is, "Mic on boom", "Hearing protection", or an user defined headset profile¹.
- 3 Press "Select".

7.1.2 System

- 1 Select "System".

Change System

- 1 Select "Change system".
- 2 Select "Automatically" or a specific system. If the telephone is set to "Automatically" it selects a system according to the priority list, see [Priority](#) on page 38.

Note: "Automatically" can not be used in both legacy and IP-DECT systems.

¹.If the preconfigured headset profiles do not match the headset in use, or the audio performance needs to be optimised for a certain environment or user, it is possible to configure an own headset profile in PDM/AIWS.

PRELIMINARY

Subscribe System

The cordless telephone can subscribe up to eight different systems. To subscribe a new system the "Park:" (Portable Access Right Key) and "Ac:" (Authentication code) related to the system you are going to log on to are needed. Contact your system administrator for more information.

Note: The PARK code is not needed if the telephone shall be subscribed to one system only.

The IPDI code is a unique code which has been assigned to the cordless telephone, see also [9.2 Admin Menu](#) on page 61.

- 1 Select "Subscribe".
- 2 Enter System name (optional). If no system name is entered, the default name will be used. That is System A, System B etc. depending on which system name that is unused.
- 3 Press "Next".
- 4 Select System type: "Integral 5", "Integral Ent.", "Emulate D3 on IE", "IP-DECT", or "Other".
- 5 Enter PARK code. Note: The PARK code is not needed if the telephone shall be subscribed to one system only. PARK length value is max. 31. It is not necessary to enter # after digits.
- 6 Enter AC code. The AC code length must be between 4 - 8 digits.
- 7 Press "Next".
An information text "Protection on?" is displayed.
- 8 Select "Yes" if the new system is to be protected. It is not possible to delete a protected subscription¹. Press "OK". A searching mode starts.

Unsubscribe System

- 1 Select "Unsubscribe" to delete a System subscription¹.
- 2 Select "Delete".

Rename System

It is possible to change the name of the system in the telephone.

- 1 Select "Rename System".
- 2 Select system to rename.
- 3 Enter new name.
- 4 Select "Save".

Priority

The default order of priority is the order of entered subscriptions. This means that the first subscribed system has the highest priority. This list can be edited by the user. It is possible to set the systems in priority by moving them up or down in the list.

Note: This is used in combination with system set to be "Automatic", see [Change System](#) on page 37.

- 1 Select "Priority".

1. It is not possible to unsubscribe a protected system via the telephone. The unsubscibtion must be made via PDM.

PRELIMINARY

- 2 Change the priority if needed by selecting "Up" or "Down". The priority will be saved when "Back" is selected.

7.1.3 In Charger Actions when in Call

It is possible to end a call, or turn on the loudspeaker by putting the telephone in a charger during a call.

- 1 Select "In charger".
- 2 Select "Call behavior".
- 3 Select one of the following:
 - No action - no action will be performed when the telephone is placed in charger during a call.
 - Loudspeaking - the loudspeaker will be turned on when the telephone is placed in charger during a call. The loudspeaker will be turned off when removing the telephone from charger.
 - End call - the ongoing call will be disconnected when the telephone is placed in charger.

7.1.4 In Charger Actions when Not in Call

It is possible to determine what to happen when a telephone is placed in a charger. Note that no call is established.

Redirect Calls and Messages when Placed in Charger

Calls can be redirected to another extension when the telephone is placed in a charger. In addition, message absence is also enabled when calls is redirected. When an application/system sends a message to a telephone, it will receive an indication that the telephone is absent. If a telephone is absent, the application/system determines if the message shall be sent to the telephone or not, or redirected to another telephone.

Note: If a message is sent from a telephone, it will not receive an indication that the recipient is absent.

The function is automatically cancelled when the telephone is removed from the charger.

Note: This function must be programmed in the PBX to be able to redirect calls/messages.

- 1 Select "In charger".
- 2 Select "Other actions"
- 3 Select "Redirect".

Switch off While Charging

When the cordless telephone is placed in the charger it can be switched off while it is charging. When it is removed from the charger it will switch on again.

- 1 Select "In charger".
- 2 Select "Other actions"
- 3 Select "Switch off".

PRELIMINARY

Mute Telephone While Charging

Note: If the parameter *Disable permanent mute* is enabled, the telephone will not be muted when placed in charger. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.


When the cordless telephone is placed in the charger it can be muted while it is charging. When it is removed from the charger it will switch on the sound again.

- 1 Select "In charger".
- 2 Select "Other actions"
- 3 Select "Sound off".

Deactivate the Charging Mode

- 1 Select "In charger".
- 2 Select "Other actions"
- 3 Select "No action".

7.2 Calls

- 1 Enter the menu by pressing the "Menu" Soft key.
- 2 Select "Calls"  in the menu.
- 3 Press the Soft key "Select".


7.2.1 Call List

The 25 last received, dialled or missed calls are stored in a call list. If a number occurs more than once the last time stamp, together with the total number of occurrences, is shown.

Note: If supported by the system, the number's contact name can be displayed in the call list.

- 1 Select Call list, and step with the ^ and v to scroll in the list.

Dial number from Call list

- 1 Select number to call.
- 2 Press the Soft Key "Call", or  to dial.

View the Time of a Call

- 1 Press the Soft Key "More".
- 2 Select "Time of call". The time and date is displayed.

Edit Number from Call list

- 1 Press the Soft Key "More".
- 2 Select "Edit number".

Save Number

- 1 Press the Soft Key "More".
- 2 Select "Save number".

PRELIMINARY

Send Message

- 1 Press the Soft Key "More".
- 2 Select "Send message".

Delete Entry from the Call list

- 1 Press the Soft Key "More".
- 2 Select entry to delete.
- 3 Select "Delete".
- 4 Select "Yes" to delete the entry from the list.

Delete all Entries from the Call list

- 1 Press the Soft Key "More".
- 2 Select "Delete all".
- 3 Select "Yes" to delete all the entries from the list.

7.2.2 Missed Calls

Note: It is possible to configure when a call is considered as a missed call by setting a delay time in PDM, see Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

- 1 Select "Missed calls", and step with the \wedge and \vee to scroll in the list.
- 2 Press the Soft Key "Call" to call back.

As in Call List there is a Soft Key "More" which can be used to view the time/date of the call, edit the received number, add to contacts, delete received numbers. See [7.2.1 Call List](#) on page 40 for information about the functionality in Soft Key "More".

Note: If supported by the system, the number's contact name can be displayed in the call list.

7.2.3 Call Time

The total time of the previous call and last call is displayed.

- 1 Select "Call time".

7.2.4 Call Services

Note: These functions are system dependent. The parameters are set up in the PDM, see Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB, and Installation and Operational Manual, Installation and Operation Manual, Portable Device Manager (PDM), Windows version, TD 92748GB.

Absence Handling

The reason for being absent and the return time can be specified here.

- 1 Select "Call services".
- 2 Select "Absence".
- 3 Select the applicable absence reason in the list. The number of absence reasons (for example "Lunch", "Meeting", "Trip" etc.) are configured in the PDM.

PRELIMINARY

- 4 Press "Select".
- 5 Enter time (HHMM) or date (MMDD) depending on the selected absence reason.
- 6 Press "OK".

The telephone sends an absence reason code¹ to the system by establishing a call. The call will automatically be disconnected after a few seconds.

Deactivate the Absence Setting

- 1 Enter "Call service" in the menu.
- 2 Select "Deactivate".
- 3 Press "Select".


The telephone sends an absence reason code¹ to the system by establishing a call. The call will automatically be disconnected after a few seconds.

Divert Calls

The user can divert calls to another extension.

- 1 Select "Divert calls".


Divert Internal/External Calls

- 1 Select "Internal" or "External".
- 2 Select "Activate".
- 3 Enter number (maximum 24 digits) to divert to, or press the soft key  to enter the call contact list.
- 4 Press "OK"

The telephone sends an diversion reason code¹ to the system by establishing a call. The call will automatically be disconnected after a few seconds.

To stop diversion select "Deactivate" and press the Soft Key "OK".

Divert Calls if No Reply

- 1 Select "No reply".
- 2 Select "Activate" and press "OK".
- 3 Enter number (maximum 24 digits) to divert to, or press the soft key  to enter the call contact list.
- 4 Press "OK"

The telephone sends an diversion reason code² to the system by establishing a call. The call will automatically be disconnected after a few seconds.

To stop diversion select "Deactivate" and press the Soft Key "OK".


Divert Calls When Busy

- 1 Select "When busy".
- 2 Select "Activate" and press "OK".

1.The code is defined when configuring the absence/diversion reason in the PDM/AIWS.

2.The code is defined when configuring the diversion reason in the PDM/AIWS.

PRELIMINARY


- 3 Enter number (maximum 24 digits) to divert to, or press the soft key  to enter the call contact list.
- 4 Press "OK"

The telephone sends an diversion reason code¹ to the system by establishing a call. The call will automatically be disconnected after a few seconds.

To stop diversion select "Deactivate" and press the Soft Key "OK".



7.3 Contacts


The telephone has a local phonebook with 250 entries, where names and numbers freely can be added, deleted, and edited by the user. The phonebook lists all names in alphabetical order, where three numbers can be added for each contact; work number, mobile number, and other number. It is also possible to import a personal phonebook (that is Contacts) via the PDM/AIWS, see Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB. The contact will only include work number.

A company phonebook can be downloaded via the PDM/AIWS. The local and company phonebook appears in the same list, but the company contacts are indicated by a "Locked entry" icon , which means that they are not editable. The contacts will only include work number.

It is also possible to access a central phonebook¹, see [6.2.8 Dial a Name from the Central Phonebook](#) on page 31, or [7.3.5 Central Phonebook](#) on page 45.

7.3.1 Call Contact


- 1 Enter the menu by pressing "Menu".
- 2 Select "Contacts"  in the menu.
- 3 Select "Call contact".
- 4 Select contact from the list, or enter name or number in the search field.
- 5 Press "Call", or .

It is also possible to edit the contact and to send a message by selecting "View" > "More". Note that it is not possible to edit a contact indicated by a  icon in front of the name.

7.3.2 Add Contact


Note: If the parameter *Stimuli call phonebook lookup* is disabled, the system-provided call information will be used. This means that if a calling party's name is saved in the phonebook, it will not be displayed. This feature is applicable in legacy systems only (stimuli).

Add New Contact

- 1 Enter the menu by pressing "Menu".
- 2 Select "Contacts"  in the menu.
- 3 Select "Add contact".
- 4 Select "New".
- 5 Select "Add".
- 6 Enter a name, see [3.1.2 Alphanumeric Keys](#) on page 12.

1. This function/features is system dependent.

PRELIMINARY


- 7 Press "OK".
- 8 Select "Work Number", "Mobile number", or "Other number".
- 9 Press "Add".
- 10 Enter phone number. It is possible to add a tone "T" or pause "P" in phone numbers by pressing the Space key  5 times or 7 times, respectively.

Tip: It is possible to add a variable/character *U* in the *Work/Mobile/Other number* field that allows the user to enter additional numerical character(s) before calling the number. See [9.1 Procedure Call](#) on page 61 for more information.


- 11 Press "OK".
- 12 Press "Save".


Different ring signals can be set to distinguish this contact from another contact by selecting "Ring signal".

Add from Call List

- 1 Enter the menu by pressing "Menu"
- 2 Select "Contacts"  in the menu.
- 3 Select "Add contact".
- 4 Select "From call list".
- 5 Select number in the list.
- 6 Press "Add".
- 7 Select "Work Number", "Mobile number", or "Other number".
- 8 Press "Select".
- 9 Press "Add".
- 10 Enter name.
- 11 Press "OK".
- 12 Press "Save".

7.3.3 Edit Contact

Note: It is not possible to edit a company phonebook contact. The contacts are indicated by a  icon in front of the name.


- 1 Press "Menu".
- 2 Select "Contacts"  in the menu.
- 3 Select "Edit contact".
- 4 Select contact.
- 5 Press "Edit".
- 6 Select "Name", "Work number", "Mobile number", "Other number", or "Ring signal".
- 7 Press "Edit".
- 8 Enter new name/number, and/or select new ring signal.


Tip: It is possible to add a variable/character *U* in the *Work/Mobile/Other number* field that allows the user to enter additional numerical character(s) before calling the number. See [9.1 Procedure Call](#) on page 61 for more information.

- 9 Press "OK".
- 10 Press "Save".

PRELIMINARY

7.3.4 Delete Contact

Note: It is not possible to edit a company phonebook contact. The contacts are indicated by a  icon in front of the name.


- 1 Press "Menu".
- 2 Select "Contacts"  in the menu.
- 3 Select "Delete contact".
- 4 Select contact.
- 5 Press "Delete".
- 6 Press "Yes" to confirm.

7.3.5 Central Phonebook


In the central phonebook it is possible to search by name or number. The last search result can be displayed.

When the search result is displayed, it is possible to view contact information, add the number to new contact, and to send a message by pressing "More". You can also call the number by pressing "Call".


Search by Name

- 1 Press "Menu".
- 2 Select "Contacts"  in the menu.
- 3 Select "Central phonebook".
- 4 Select "Search by name".
- 5 Enter First name and/or Last name.
- 6 Press "Search". The search result will be displayed.

Search by Number

- 1 Press "Menu".
- 2 Select "Contacts"  in the menu.
- 3 Select "Central phonebook".
- 4 Select "Search by number".
- 5 Enter telephone number.
- 6 Press "Search". The search result is displayed.

View Last Search Result


- 1 Press "Menu".
- 2 Select "Contacts"  in the menu.
- 3 Select "Central phonebook".
- 4 Select "Last result". Only the last result will be displayed.

PRELIMINARY


7.4 Profiles

It is possible to set up an own profile for incoming calls, message alerts, vibrating alerts, key sound etc. This can be useful when there are many users on the same telephone, and they want different sound profiles. It can also be used for temporarily settings, for example while in a meeting, incoming calls should be silent. It is easy to switch between the different profiles.


Add new Profile

- 1 Press "Menu".
- 2 Select "Profiles"  in the menu.
- 3 Select "Add new".
- 4 Enter name of the profile
- 5 Press "Save".
- 6 Select profile from list and change profile as wanted.


Delete Profile

- 1 Press "Menu".
- 2 Select "Profiles"  in the menu.
- 3 Select profile from list.
- 4 Press "More".
- 5 Select "Delete" from menu.
- 6 Press "Select".
- 7 Press "Yes" to confirm.

Edit Profile

- 1 Press "Menu".
- 2 Select "Profiles"  in the menu.
- 3 Select profile from list.
- 4 Press "More".
- 5 Select "Edit" from menu.
- 6 Select what to edit
- 7 Press "Edit".
- 8 Make the changes.
- 9 Press "Save" to confirm.

7.5 Messaging

When a text message is received, the LED starts flashing and the message alert signal sounds. The "New message" icon , and a text with information of received message are displayed. The icon will remain in the display until all new messages are opened. If the message is received during a call, a beep notifies the user.

The message can be read by pressing "Yes". It is possible to reply, forward the message, call the sender, and call number in text. It is also possible to read the message later by pressing

PRELIMINARY


"No". The message will in both cases be stored in the Inbox. See [Read a Stored Message](#) on page 47.

The thirty last received messages are stored in the inbox. Time and date information is included in the message.


Note: For additional messaging functions, see [8 Enhanced Messaging](#) on page 60.

7.5.1 Inbox


Read a Stored Message

- 1 Press "Menu".
- 2 Select "Messaging"  in the menu.
- 3 Select "Inbox" to view the message list.
- 4 Select a message by using the ^ and v on the navigation key.
- 5 Press "View".


Reply to Sender

- 1 Press "Menu".
- 2 Select "Messaging"  in the menu.
- 3 Select "Inbox" to view the message list.
- 4 Select a message by using the ^ and v on the navigation key.
- 5 Press "View".
- 6 Press "Reply".
- 7 Enter text. See [3.1.2 Alphanumeric Keys](#) on page 12.
- 8 Press "Send".


Delete Message

- 1 Press "Menu".
- 2 Select "Messaging"  in the menu.
- 3 Select "Inbox" to view the message list.
- 4 Select a message by using the ^ and v on the navigation key.
- 5 Press "More".
- 6 Select "Delete".
- 7 Press "Yes" to delete the message.


Forward Message

- 1 Press "Menu".
- 2 Select "Messaging"  in the menu.
- 3 Select "Inbox" to view the message list.
- 4 Select a message by using the ^ and v on the navigation key.
- 5 Press "View".
- 6 Press "More".
- 7 Select "Forward".


PRELIMINARY

- 8 Enter additional text if needed. See [3.1.2 Alphanumeric Keys](#) on page 12.
- 9 Press "Send".
- 10 Enter number, or press  to access the local phonebook and the company phonebook¹.
Note: It is only possible to access contacts in the local phonebook and the company phonebook.
- 11 Press "Send" to forward the message.


Call Sender

- 1 Press "Menu".
- 2 Select "Messaging"  in the menu.
- 3 Select "Inbox" to view the message list.
- 4 Select a message using the ^ and v on the navigation key.
- 5 Press "View".
- 6 Press "More".
- 7 Select "Call Sender".

Call Number in Text

- 1 Press "Menu".
- 2 Select "Messaging"  in the menu.
- 3 Select "Inbox" to view the message list.
- 4 Select a message using the ^ and v on the navigation key.
- 5 Press "View".
- 6 Press "More".
- 7 Select "Call no. in text"².
- 8 Select number from the list.
- 9 Press "Call"

Save Number



- 1 Press "Menu".
- 2 Select "Messaging"  in the menu.
- 3 Select "Inbox" to view the message list.
- 4 Select a message by using the ^ and v on the navigation key.
- 5 Press "View".
- 6 Press "More".
- 7 Select "Save number".
- 8 Select "Work Number"/"Mobile number"/"Other number".
- 9 Press "Add".
- 10 Enter name. See [3.1.2 Alphanumeric Keys](#) on page 12.
- 11 Press "OK".

1. Only visible if downloaded from the PDM/AIWS.
2. Visible if the number consists of minimum 3 digits.


PRELIMINARY

- 12 Press "Save". The number will be saved in the contact list.


7.5.2 Write New Messages

- 1 Press "Menu".
- 2 Select "Messaging"  to view the message list.
- 3 Select "Write new message".
- 4 Enter text. See [3.1.2 Alphanumeric Keys](#) on page 12.
- 5 Press "Send".
It is possible to save the message and send it later by pressing the Soft Key "Back" and select "Yes". The message will be stored under Messaging >Unsent . See [7.5.3 Unsent Messages](#).
- 6 Enter number, or press * to access the local phonebook and the company phonebook¹.
- 7 Press "Send".


7.5.3 Unsent Messages

- 1 Press "Menu".
- 2 Select "Messaging"  to view the message list.
- 3 Select "Unsent" to view the list.
- 4 Select message to edit/send.
- 5 Select "Edit", edit text and/or just select "Send".


Delete/Delete All

- 1 Press "Menu".
- 2 Select "Messaging"  to view the message list.
- 3 Select "Unsent"
- 4 Select message in the list.
- 5 Select "More".
- 6 Select "Delete" or "Delete all".
- 7 Select "Yes" if the unsent message(s) shall be deleted.

7.5.4 Sent Messages

- 1 Press "Menu".
- 2 Select "Messaging"  to view the message list.
- 3 Select "Sent" to view the list.
- 4 Select message in the list.
- 5 Press "View".

Forward message


- 1 Press "Menu".
- 2 Select "Messaging"  to view the message list.

1. Only visible if downloaded from the PDM/AIWS.


PRELIMINARY

- 3 Select "Sent" to view the list.
- 4 Select message in the list.
- 5 Press "View".
- 6 Enter additional text if needed.
- 7 Enter number.
- 8 Select "Send".

Delete Message

- 1 Press "Menu".
- 2 Select "Messaging"  to view the message list.
- 3 Select "Sent" to view the list.
- 4 Select message in the list.
- 5 Press "View".
- 6 Select "Delete".
- 7 Select "Yes" to delete the message.


Delete/Delete All

- 1 Press "Menu".
- 2 Select "Messaging"  to view the message list.
- 3 Select "Sent" to view the list.
- 4 Select "More".
- 5 Select "Delete" or "Delete all".
- 6 Select "Yes" if the unsent message shall be deleted.

7.6 My Favourites

With this menu it is possible to customize your own menu with functions that are used often. A list of predefined functions are available such as *Phone call* and *Send message*.

7.6.1 Add Favourite


- 1 Press "Menu".
- 2 Select "My Favourites"  in the menu.
- 3 Select "Add new".
- 4 Enter an appropriate name of the favourite to be used and press "OK".
- 5 Select "Phone call" or "Send message".
- 6 Enter the recipient's number.

Tip: If configuring the *Phone call* function, it is possible to add a variable/character *U* in the *Enter number* field that allows the user to enter additional numerical characters before calling the number. See [9.1 Procedure Call](#) on page 61 for more information.

- 7 Press "Save".
- 8 Press "Back".

PRELIMINARY


7.6.2 Edit Favourite

- 1 Press "Menu".
- 2 Select "My Favourites"  in the menu.
- 3 Select favourite to be edited.
- 4 Press "More".
- 5 Select "Edit".
- 6 Select "Name", "Function", and/or "Phone number" to be edited.

Tip: If editing the *Phone call* function, it is possible to add a variable/character *U* in the *Phone number* field that allows the user to enter additional numerical characters before calling the number. See [9.1 Procedure Call](#) on page 61 for more information.

- 7 If needed, press "Save".
- 8 Press "Back".

7.6.3 Delete Favourite


- 1 Press "Menu".
- 2 Select "My Favourites"  in the menu.
- 3 Select favourite to be deleted.
- 4 Press "More".
- 5 Select "Delete".
- 6 Press "Yes" to confirm the deletion.

7.7 Short Cuts

Predefined functions can be set as short cuts for the Soft Keys, Hot keys, Navigation keys, and the Multifunction button. It is for example possible to define the Soft Key to make a call or as a short cut to send a message.

Tip: If creating a short cut to the *Phone call* function, it is possible to add a variable/character *U* in the *Enter number* field that allows the user to enter additional numerical characters before calling the number. See [9.1 Procedure Call](#) on page 61 for more information.


7.7.1 Define Soft Keys

- 1 Press "Menu".
- 2 Select "Short cuts"  in the menu.
- 3 Select "Soft Keys".
- 4 Select "Middle", or "Right".
- 5 Enter a name for the Soft Key. See [3.1.2 Alphanumeric Keys](#) on page 12.
- 6 Press "OK".
- 7 Select "Function".
- 8 Select function from list, and press "Back".
- 9 Select "Value" (only applicable for some of the functions), ". Enter a value, for example a telephone number. Press "OK".


PRELIMINARY

- 10 Select "Control question", and press "Select". It is off by default. Press "Back".
If the control question is enabled, a dialog window "Proceed?" is displayed when pressing the defined Soft key. Press "Yes" to proceed.
- 11 Press "Save".

7.7.2 Define Hot Keys


- 1 Press "Menu".
- 2 Select "Short cuts"  in the menu.
- 3 Select "Hot keys".
- 4 Select "0", "2" to "9".
- 5 Select "Function".
- 6 Select function from list, and press "Back".
- 7 Select "Value" (only applicable for some of the functions), ". Enter a value, for example a telephone number. Press "OK".
- 8 Select "Control question", and press "Select". It is off by default.
If the control question is enabled, a dialog window "Proceed?" is displayed when pressing the defined Hot key. Press "Yes" to proceed.
- 9 Press "Save".

7.7.3 Define Navigation Key

- 1 Press "Menu".
- 2 Select "Short cuts"  in the menu.
- 3 Select "Navigation keys".
- 4 Select "Up", "Down", "Left", or "Right".
- 5 Select "Function".
- 6 Select function from list, and press "Back".
- 7 Select "Value" (only applicable for some of the functions), ". Enter a value, for example a telephone number. Press "OK".
- 8 Select "Control question", and press "Select". It is off by default.
If the control question is enabled, a dialog window "Proceed?" is displayed when pressing the defined key. Press "Yes" to proceed.
- 9 Press "Save".

7.7.4 Define Multifunction Button

The Multifunction button can be defined with two different functions, a long press activates one function, and a double press activates another function.

- 1 Press "Menu".
- 2 Select "Short cuts"  in the menu.
- 3 Select "Multifunction button".
- 4 Select "Long press", or "Multi press".
- 5 Select "Function".
- 6 Select function from list.
- 7 Press "Back".


PRELIMINARY


- 8 Select "Value" (only applicable for some of the functions), ". Enter a value, for example a telephone number. Press "OK".
- 9 Select "Control question", and press "Select". It is off by default. If the control question is enabled, a dialog window "Proceed?" is displayed when pressing the defined button. Press "Yes" to proceed.
- 10 Press "Save".

7.8 Settings

7.8.1 Sound and Alert Settings

Adjust the Ringer Volume


- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Sound & Alerts".
- 4 Select "Volume".
- 5 Step with > to increase the volume and with < to decrease it. Press "OK" to save the setting.

When the volume is set to "Silent" the  icon is shown in the display.


Note: If the parameter *Disable permanent mute* is enabled, it is not possible to set the ring signal to "Silent". See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

Set Different Ring Signals for Internal Call, External Call and Priority Call

Note: If the parameter *Force stimuli ringing* is enabled, the telephone will use the system-provided ring signals instead of the local ring signals. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB. This feature is applicable in legacy systems only (stimuli).

- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Sound & Alerts".
- 4 Select "Ring signals".
- 5 Different signals for internal calls, external calls and priority calls can be set. Select "Internal call", "External call", or "Priority call". The cordless telephone has 14 different ring signals.
- 6 Select sound. By pressing "Play" it is possible to listen to the different sounds.
- 7 Press "Back".


Set Alert for Messages

- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Sound & Alerts".
- 4 Select "Message alert".
- 5 Select between 8 different message alerts from list. By pressing "Play" it is possible to listen to the different alerts.

PRELIMINARY


- 6 Press "Back".

Turn the Vibrator on/off

- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Sound & Alerts".
- 4 Select "Vibrator alert".
- 5 Select "On", "On if silent" (that is, the vibrator is on when the telephone is muted), or "Off".
- 6 Press "Back".

Set the Key Sound

This means that every time a key is used, the telephone gives a small sound.


- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Sound & Alerts".
- 4 Select "Key sound".
- 5 Select "Silent", "Click", or "Tone".
It is possible to listen to the key sound by pressing "Play".
- 6 Press "Back".

PRELIMINARY


7.8.2 Phone Lock settings

Activate the Automatic Key lock

Note: It is possible to answer/end an incoming call while the keypad is locked. If configured in the PDM/AIWS, it is also possible to call an emergency call while the keypad is locked. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Locks".
- 4 Select "Automatic key lock".
- 5 Select "On" for activation of automatic key lock.


Deactivate the Automatic Key lock

- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Locks".
- 4 Select "Automatic key lock".
- 5 Select "Off" for deactivation of automatic key lock.

Activate the Phone Lock


The telephone can be protected for unauthorized use. If this function is activated a PIN code has to be entered at power on, or when the telephone is placed in a charger - this behaviour will first be activated when the telephone is placed in the charger. The default phone lock code (0000) can be changed to any 4 -8 digit personalized code.

Note: If configured in the PDM/AIWS, it is possible to call an emergency call while the telephone is locked. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Locks".
- 4 Select "Phone lock".
- 5 Select "Auto phone lock".
- 6 Select "On", or "On in charger".
- 7 Enter PIN code
- 8 Press "OK".

If the PIN code is forgotten it can be removed by your distributor.

Deactivate the Phone Lock


- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Locks".
- 4 Select "Auto phone lock".
- 5 Select "Off".

PRELIMINARY

- 6 Enter PIN code
- 7 Press "OK".


If the PIN code is forgotten it can be removed by your distributor.

Change PIN Code


- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Locks".
- 4 Select "Phone lock".
- 5 Select "Change PIN code".
- 6 Enter the old PIN code.
- 7 Press "OK".
- 8 Enter the new PIN code.
- 9 Press "OK" and enter the new PIN code again.
- 10 Press "Save".

7.8.3 Display Settings


Screen Saver

- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Display".
- 4 Select "Screen saver".
- 5 Select "Information", or "Black". Time and status information will be displayed when "Information" is selected, and the display will turn off when the telephone is not used.
- 6 Press "Back".

Brightness

- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Display".
- 4 Select "Brightness".
- 5 Select "Normal" or "Power save".
- 6 Press "Back".

Contrast


- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Display".
- 4 Select "Contrast".
- 5 Step with > to increase and < to decrease the contrast.
- 6 Press "Back".

PRELIMINARY


7.8.4 Time & Date Settings

The "Time & Date" format is used in systems without system time and date.





Set Time Format

- 1 Press "Menu".
- 1 Select "Settings"  in the menu.
- 1 Select "Time & Date".
- 2 Press "Select".
- 3 Select Time format. The actual time format will be displayed. Selectable time format:
 - 12:00 (AM/PM)
 - 24:00
- 4 Press "Select" to save the setting.

Set Date Format


- 1 Press "Menu".
- 2 Select "Settings"  in the menu.
- 3 Select "Time & Date".
- 4 Press "Select".
- 5 Select "Date format", press "Select". Selectable date format:
 - DD MMM YY, for example 30 Jan 10
 - MMM DD YYYY, for example Jan 30 2010
 - YYYY-MM-DD, for example 2010-01-30 (ISO 8601)
 - MM/DD/YYYY, for example. 01/30/2010 (also called US)
 - DD/MM/YYYY, for example 30/01/2010 (also called Europe)
 - DD-MM-YYYY, for example 30-01-2010
 - DD.MM.YYYY, for example. 30.01.2010
- 6 Press "Select" to save the setting.

7.8.5 Answering

The default setting for the telephone is to use  when answering a call. The answering behaviour can be configured to answer the call automatically, that is, without pressing a key, and/or in loudspeaking mode. It is also possible to set the answering behaviour to any key. If "Any key" is selected, any key except , , and  can be used to answer a call.

Answering Key


The answering key is by default set to Hook-off.

- 1 Press "Menu".
- 2 Enter "Settings"  in the menu.
- 3 Select "Answering".
- 4 Select "Answering key".
- 5 Select "Hook-off", or "Any key".


PRELIMINARY

- 6 Press "Back" to save the settings.

Answering Behaviour

- 1 Press "Menu".
- 2 Enter "Settings"  in the menu.
- 3 Select "Answering".
- 4 Select "Answer behaviour".
- 5 Select "Automatically" and/or "Loudspeaking".
- 6 Press "Change" to change the setting. The check box will be marked or unmarked.
- 7 Press "Back" to save the setting. To remove the setting, press "Change".

7.8.6 Change Text size for Messages


- 1 Press "Menu".
- 2 Enter "Settings"  in the menu.
- 3 Select "Messages".
- 4 Select "Text size". The default text size is "Normal".
- 5 Select "Normal" or "Large" size.
- 6 Press "Back".

7.8.7 Change the Menu Language

- 1 Select "*Language".
- 2 Select "Language". Choose between; "Ceština" (Czech), "Dansk" (Danish), "Deutsch" (German), "Ελληνικά" (Greek), "English", "Español" (Spanish), "Français" (French), "Italiano" (Italian), "Magyar", "Nederlands" (Dutch), "Norsk" (Norwegian), "Polski" (Polish), "Português" (Brazilian Portuguese), "Português" (Portuguese), "Русский" (Russian), "Slovenscina" (Slovakian), "Soumi" (Finish), "Svenska" (Swedish), and "Türkçe" (Turkish).
- 3 Press "Back".

7.8.8 Change Owner ID

The Owner ID is set to identify the telephone.

- 1 Press "Menu".
- 2 Enter "Settings"  in the menu.
- 3 Select "Owner ID".
- 4 Enter name/identity. See [3.1.2 Alphanumeric Keys](#) on page 12.
- 5 Press "Save".

PRELIMINARY

7.8.9 Device Info

This menu contains information about the telephone's software and hardware.

Software

Select "Software" to find software version, release date, and release time.

Hardware

Select "Hardware" to find hardware information.

IPEI/IPDI

Select "IPEI/IPDI" to find information about the IPEI and IPDI number.

User ID

Select "User ID" to find the User ID number.

Tip: It is also possible to access the Device Info (DI) menu in idle mode, by pressing the keys containing *#DI# (that is *#34#). To view the IPEI/IPDI directly, press *#06# in idle mode. See the table below.


Information	Code
Software version	Press *#34# and select "Software"
Hardware version	Press *#34# and select "Hardware"
IPEI/IPDI	Press *#06#
User ID	Press *#34# and select "User ID"

PRELIMINARY



8 Enhanced Messaging

This chapter describes additional messaging functions, that is, Voice Mail. For information about the basic messaging functions, see [7.5 Messaging](#) on page 46.


8.1 Voice Mail

A new voice mail is notified by a voice mail message icon  in the status bar. The voice mail notification is stored in the same inbox as a text message, that is, the "Messaging" inbox.

8.1.1 Check the Voice Mail Inbox

- 1 Press "Menu".
- 2 Select "Messaging"  in the menu.
- 3 Select "Inbox" to view the message list.
- 4 Select the message with the  icon in front of the message (a voice mail is always displayed first in the inbox list). Only one voice mail at the time will be displayed, even if there are more voice mail messages in the message list.
- 5 Press "View".
- 6 Press "Call".

8.1.2 One Key Voice Mail Access

Quick access to the voice mail is possible by long pressing  in idle mode.

Note: A voice mail number must be downloaded to the telephone, see Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD92657GB. If the voice mail number is not available, a dialog window "Voice mail number not defined" is displayed.

8.1.3 Delete a Voice Mail

A voice mail notification is automatically deleted when the voice mail message has been listened to and then deleted.

PRELIMINARY

9 Advanced Functions

9.1 Procedure Call

When configuring the functions Call services¹, In Call menu¹, Contacts, or a shortcut/favourite to the *Phone call* function; the data added in these functions is static. When entering the data for the function to be used, it is possible to add a variable/character *U* that allows the user to enter additional numerical characters before calling the number/sending the data to a system.

See the following example for more information.

Example of configuration:

A user wants to create a Favourite with the *Phone call* function. The PBX requires that a prefix must be added to a phone number. In this case, the user can pre-program the prefix and then enter the applicable phone number when using the *Phone call* function.

- 1 Press "Menu", or the confirmation button.
- 2 Select "My Favourites".
- 3 Select "Add new".
- 4 In the *Name* field, enter "Call no.".
- 5 Select the function "Phone call".
- 6 In the *Number* field, enter the prefix to be used followed by the character "U". In this case, the text string is as follows *21*U. The character *U* represents an *Enter number* dialog where the user can enter the phone number.
- 7 Press "Save".

When using the function, an *Enter number* dialog appears, see [figure 6](#). If the user enters "123" and presses "OK", the number *21*123 will be dialled. Note that no call is established before the user presses "OK", that is, post-dial.

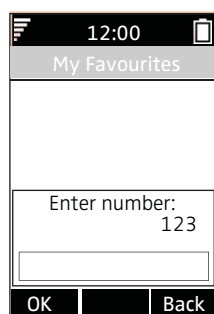


Figure 6. Enter number dialog.

9.2 Admin Menu

The telephone has a hidden menu for system administrators, see Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

The Admin menu contains:

¹.Configuration of this function requires PDM/AIWS.

PRELIMINARY

- Software and hardware information, IPEI/IPDI and user ID
- DECT information
- Centralized Management showing online information
- Site Survey Tool for indication of radio signal and base station listing
- Fault logging
- System menu with ability to alter protection
- Frequency band selection¹
- Factory reset option

To activate the Admin Menu, enter Settings > Device info > Software and press the buttons containing CRAFT#, that is "27238#"

9.3 Clear Lists in Charger

In PDM, it is possible to set a parameter that will clear messaging lists and call lists that has been stored in the cordless telephone. When the parameter is activated and the function has been downloaded to the cordless telephone, the lists will be deleted when placed in a charger. This can be useful during administration of cordless telephones for new users. See also Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

1.This option will be removed when the frequency band is set.

PRELIMINARY

10 Operation Notice

10.1 Accessibility and Voice Quality



The base network is not always available. If you do not get in contact with your system, contact your system administrator. For best voice quality, avoid positioning near computer, radio or similar equipment.

Operating Area

You can only use the telephone in the area that is covered by your system. Outside this area you will lose contact with the system. The signal strength icon will be low and "Searching" will be displayed.

Out of Range

When you leave the system's coverage area a short beep will sound and the text "Searching" will appear in the display.

The out of range beep will be repeated every minute for 30 minutes. It is possible to turn the sound off by long pressing , or .

Note: If the parameter *Disable permanent mute* is enabled, it is not possible to turn the sound off. See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

When re-entering the coverage area it can take a couple of minutes before the telephone automatically has registered into the system.

PRELIMINARY

11 System Handling

11.1 Software Upgrade

Software and parameters in the cordless telephones 3740/3749 can be upgraded by using the Portable Device Manager (PDM), see Installation and Operation Manual, Portable Device Manager (PDM), Windows version, TD 92748GB.

Refer to the Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.



To view the telephone's software version, enter *#34# in standby mode. See also [7.8.9 Device Info](#) on page 59.



PRELIMINARY

12 Maintenance

12.1 Maintenance of Batteries



12.1.1 Battery Warnings

-  The "Low battery" icon is displayed when the battery has 10% or less remaining capacity left. In addition; a warning signal sounds every minute, the LED flashing orange, and the dialog window "Battery low! Charge now." appears.
-  The "Empty battery" icon is flashing when the battery has 5% or lower of its capacity left. In addition; a warning signal sounds every second, the LED flashing red, and the dialog window "Battery empty. Shutting down." appears.

During a call, only the corresponding battery warning signal will notify the user. The warning signal cannot be silenced during a call. When not in call, the warning signal can be silenced by pressing  or .

12.1.2 Charge the Battery

Place the telephone in the desktop charger or in the rack charger. The battery is being charged when the LED on the telephone is steady orange. When the battery is fully charged the LED will be green.

An animated battery icon  is also shown in the display indicating charging by starting with its current charge and ending with the full charge. A filled battery icon  indicates a fully charged battery.

Note: Only use the prescribed chargers for charging.

12.1.3 Charge Spare Batteries

Spare batteries can be charged with a separate battery pack charger. It can charge six batteries at the same time.

PRELIMINARY

12.1.4 Replace the Battery

If the standby time for the cordless telephone becomes too low, the battery should be replaced by a new one. Please contact your system administrator or your supplier for information about new batteries. Attach the battery as described in the illustration below. It is attached inside the battery lid and is connected to the cordless telephone in such a way that no miss-contact is possible.

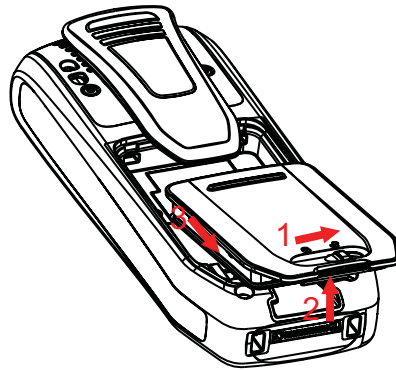


Figure 7. Replaceable battery, unlock the lid and remove the battery according to the illustration.

12.2 Easy Replacement

Easy replacement can be used if a telephone needs to be replaced due to, for example, a broken display. The easy replacement procedure is done via the telephone display and the DC4 Advanced Desktop Charger, or the CR3 Rack Charger.


The following settings are replaced during easy replacement:

- DECT registration
- User parameters (including User ID)
- Contacts
- The extension number is assigned to the new telephone.

The following settings are not replaced during the easy replacement:

- Call list
- Messages

12.2.1 Before Starting Easy Replacement Procedure

- 1 Check that both the old telephone (that is, the telephone to be replaced) and the new telephone (that is, the replacement telephone) are of the same device type (3740).
- 2 Check that the software of CR3 Rack Charger and/or DC4 Advanced Desktop Charger, is version 1.3.x or later, by using the PDM. For more information on how to use the PDM, see Installation and Operation Manual, Portable Device Manager (PDM), Windows version, TD 92748GB.
- 3 Make sure that the telephone batteries are charged before starting the easy replacement procedure.
- 4 Switch off the new telephone by long pressing .


PRELIMINARY


12.2.2 Easy Replacement Procedure

During the Easy Replacement procedure, the LEDs of the telephone and the charger follow the same LED indications. This means that if the old telephone has a broken display, the LED indications on the charger and on the telephone can be used to follow the replacement procedure. Before and after easy replacement, the LEDs may have different LED indications. For more details, see [LED Indications during Easy Replacement](#) on page 67.


IMPORTANT: Never remove a telephone from the charger before the instructions in the display or the LED tells you to do so (see status on the LED if the display is broken). If there is an error indication it may be allowed to remove the telephone, see [13 Troubleshooting](#) on page 70 for further instructions.

After the old telephone has been in the charger, the new telephone needs to be placed in the charger regardless if the replacement was successful or not. Failing to do so may result in malfunction and the new telephone will need to be sent for service.

- 1 On the new telephone, press and hold .

Note: Do not release  until you are instructed to do so.

- 2 Put the new telephone in the charger.

- 3 When the text "Start phone replacement?" is displayed, release .
Press "Yes" (left soft key).

The text "Follow the instructions. Each step can take several minutes." appears in the display. Press "OK"(left soft key).

- 4 When the text "Please insert old phone in charger" is displayed, replace the new telephone with the old telephone. The telephone can either be switched on or off.

Note: If the CR3 Rack Charger is used, the left charging slot has to be used for both telephones.

The telephone will be restarted and after a few seconds, the text "Saving settings. Do not remove phone from charger" appears. The charger LED changes to slow orange flashing.

IMPORTANT: Do not remove the telephone while the text "Saving settings. Do not remove phone from charger" is displayed. It may take several minutes.

- 5 When the text "Please insert new phone in charger" is displayed, replace the old telephone with the new telephone.

The text "Restoring settings" is displayed.

IMPORTANT: Do not remove the telephone while the text "Restoring settings" is displayed.

- 6 When the text "Phone successfully replaced. Please remove phone to restart." appears in the display, remove the telephone from the charger. The telephone is automatically restarted.

LED Indications during Easy Replacement

The following table shows the LED indications that are used for the telephone and the charger during the easy replacement procedure..

LED indication	Description
Orange, flashing (1 000 ms on, 1 000 ms off)	File transfer during Easy Replacement.
Orange, flashing (100 ms on, 800 ms off)	"Change phone" indication during Easy Replacement.

PRELIMINARY

- | | |
|---------------------------------------|--|
| Red, flashing (100 ms on, 800 ms off) | Error indication during Easy Replacement. Put back old telephone in charger. |
| Red, flashing (900 ms on, 100 ms off) | Error during Easy Replacement. Service needed for both telephones. |

12.3 Attach the Hinge-type Clip

Attach the hinge-type belt clip as described in the illustration below.

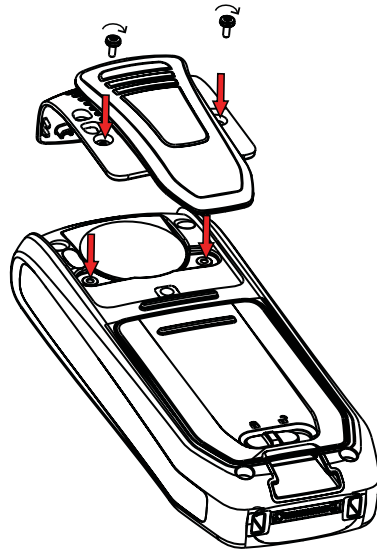


Figure 8. Screw the hinge-type clip into position.

12.4 Attach the Swivel-type Cover

Attach the swivel-type clip cover as described in the illustration below.

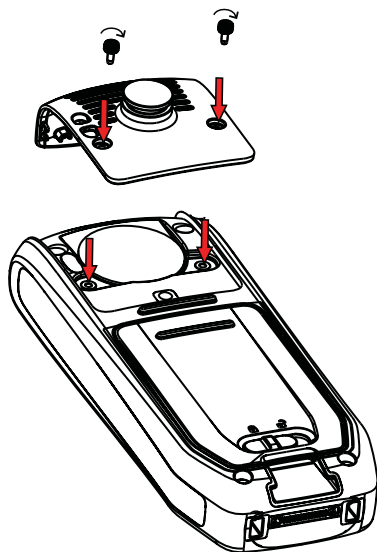


Figure 9. Screw the swivel-type clip cover into position.

PRELIMINARY

12.5 Attach Cover for No Clip

Attach the enclosed cover as described in the illustration below when no clip is to be used.

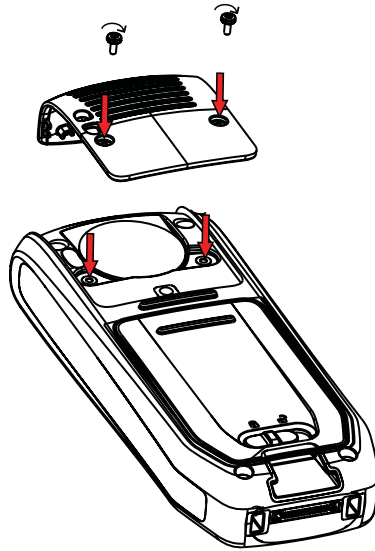


Figure 10. Screw the cover into position.

PRELIMINARY

13 Troubleshooting

This section contains information on how to solve common operational problems, and warnings you may receive.

Go through the following lists if you encounter any problems. If this checklist does not solve the problem, contact your system administrator.

If others have similar problems, there may be a system error.

Operational Problems

Fault	Probable cause	Action or comment
No display	The battery level is low or the telephone is defective.	Charge the battery or contact system administrator.
No ringing	The sound off icon is on, or ringer volume set to silent, or the telephone is defective.	Long press the Sound off key, Mute button, or increase volume, or contact system administrator.
No change in time & date setting	PBX dependent.	Changes in the telephone appear after a maximum of 24 hours after a change in the system or by turning the telephone off and on again.
Not possible to mute telephone by long pressing Sound off key/ Mute button.	The parameter <i>Disable permanent mute</i> is enabled.	Disable the parameter <i>Disable permanent mute</i> , see Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.
Not possible to set the ring signal to "Silent".		
Telephone, with <i>Sound off In Charger</i> activated, is not muted when placed in charger.		
Not possible to change ring signals in the telephone menu.	The telephone is configured to use the system-provided ring signals instead of the local ring signals.	Disable the parameter <i>Force stimuli ringing</i> . See Configuration Manual, Cordless Telephones 3740/3749 for Avaya, TD 92657GB.

Error or Warning Messages

Display shows	Probable cause	Action or comment
No access	The network is in range, but no access rights.	Switch telephone off and then switch it on again or contact system administrator.

PRELIMINARY

No System. The telephone beeps once a minute (during max 30 minutes) with a low tone followed by a high tone (if enabled, the vibrator also follows the beeps).	The telephone is out of coverage or telephone is defective.	Stop the beep with the Sound off key and go into range. Note: When re-entering the coverage area it can take a couple of minutes before the telephone automatically has registered into the system. or contact system administrator.
SERVICE NEEDED Parameters corrupt	The telephone is defective.	Select reset option on the middle soft key if available or if no reset option is available or fault does not resolve the telephone needs repair. Note: Display message only shown in English.
Enter PIN code	The telephone's lock is activated.	Enter the required PIN code. If PIN code lost enter new via PDM or do a factory reset via PDM.
Battery low, charge now	The battery level is low.	Charge the battery while it is in the telephone, or remove the battery and replace it, or charge the battery separately.
Phonebook is not available at the moment.	The phonebook does not respond, not available at the moment.	Try again later or if fault persists do a factory reset via admin menu or PDM.
Voice mail number not defined	There is no Voice mail number defined in the telephone.	Define a Voice mail number via PDM.

PRELIMINARY

14 Related Documents

Configuration Manual, Cordless Telephones 3740/3749 for Avaya	TD 92657GB
Installation and Operation Manual, Portable Device Manager (PDM), Windows version	TD 92748GB
Installation and Operation Manual, CR3 Rack Charger	TD 92752GB
Installation and Operation Manual, DC4, Advanced Desktop Charger	TD 92662GB
Quick Reference Guide, Cordless Telephones 3740 for Avaya	TD 92750GB

PRELIMINARY

15 Document History

For details in the latest version, see change bars in the document.

Version	Date	Description
A	TBD	First release of document

PRELIMINARY

Index

Numerics

3rd party 15

A

Antenna 9

B

Battery 9, 66
 low battery 13, 65–66

C

Call diversion 42

Call info 15

Call service 15, 41

Calling

 answered call 14

 dial a number 30

 missed call 14

 outgoing call 14

 quick call by a name in the phonebook 30–31

Case 9

Centralized phonebook 43

Chemical resistance 8

Clip 9

D

Datatable 14

E

Earpiece 9

I

IPEI 2

L

LED indications 67

Loudspeaker 9

Loudspeaking 14, 30

M

Message

 new message 14, 46

 old message 14

 voice message 14

N

Number input mode 12

O

Ongoing call 15

Operating Area 63

Out of Coverage 63

P

PIN code 19, 55–56

Procedure Call 61

R

Ring signal muted 13

S

Signal strength 13

Standby mode

 date 13

 time 13

 user identity 13

T

Text input mode 12

V

Voice 60

Voice Mail 60

W

Writing Text/Numbers

 add space in text 12

 pause 12

 upper/lower case 12