## Handset Phonebook

## Memory capacity

There are separate phonebook directories in the handset and the base. Each phonebook can store up to 50 entries. Each entry can contain a number up to 32 digits, and a name up to 15 letters long. In the handset phonebook you can also select a picture to be displayed with each entry. A convenient search feature can help you find and dial numbers quickly (see page 20 ).

## Timeouts and error tones

If you pause for too long while making an entry the Phonebook will time out and you will have to begin again.
If all memory locations are in use, an error tone will sound when you attempt to enter a new number. This means the memory is full, and you will not be able to store a new number until you delete an existing one.


## New phonebook entries

## To enter a name

Press dial pad buttons once for the first letter, twice for the second, three times for the third. Continue for lower-case letters. To enter a number, continue pressing the button until the number appears.


The cursor moves to the right when you press another dial pad button or the button. Press twice to enter a space. When the name is complete, press OK.

- Press to erase letters if you make a mistake.
- Press repeatedly to enter an ampersand (\&), apostrophe ('), comma (.) hyphen (-), period (.), or pound sign (\#).


## To enter a number

Use the dial pad to enter up to 32 digits. When the number is complete, press OK.

- Press to erase numbers if you make a mistake.


## Customizing entries

Press ( ) to choose a distinctive RINGER (see page 15). If you have Caller ID service, the ringer you assign will alert you when this person calls.
Press again to insert a PICTURE into this entry (see page 14).

Handset Phonebook

## Phonebook search



You can use the up/down arrows to browse through the phonebook, or search to find a specific entry. You can press CANCEL at any time to exit the directory.

## To browse through the directory

To browse, press or to scroll through all entries one by one.

## To search alphabetically

To shorten your search, press FIND, then use the telephone dial pad to enter the first letter of a name. When you press OK, the first name beginning with that letter will be displayed.
Press dial pad buttons once for the first letter, twice for the second, three times for the third, as shown below.

| 22 $\ldots . . . . . . . . . . . . . . . . . F i n d ~ n a m e s ~ b e g i n n i n g ~ w i t h ~ " ~$ |
| :--- | "

## To call a displayed number

When you find the entry you want, press PHONE (or SPEAKER) to dial. Or press EDIT to modify the entry (see next page).


Handset Phonebook

## To dial, edit or delete entries

To edit a listing
When any phonebook entry is displayed, press EDIT to modify the entry. You can change the name, number, distinct ringer setting or picture by following the steps on page 19 .

## To dial a number

Press PHONE (or SPEAKER) to dial the displayed number.

## To delete an entry

Press DELETE to delete the displayed entry from the phonebook. Once deleted an entry cannot be recovered.


## Base Phonebook

## Memory capacity

There are separate phonebook directories in the handset and the base. Each phonebook can store up to 50 entries. Each entry can contain a number up to 32 digits, and a name up to 15 letters long. A convenient search feature can help you find and dial numbers quickly (see page 24).

## Timeouts and error tones

If you pause for too long while making an entry the Phonebook will time out and you will have to begin again.
If all memory locations are in use, an error tone will sound when you attempt to enter a new number. This means the memory is full, and you will not be able to store a new number until you delete an existing one.


Enter name, then press SAVE


Base Phonebook

## New phonebook entries

## To enter a number

Use the dial pad to enter up to 32 digits. When the number is complete, press MEM.

- Press CLEAR to erase numbers if you make a mistake.


## To enter a name

Press dial pad buttons once for the first letter, twice for the second, three times for the third. Continue for lower-case letters. To enter a number, continue pressing the button until the number appears.


The cursor moves to the right when you press another dial pad button or the button. Press twice to enter a space. When the name is complete, press SAVE.

- Press CLEAR to erase letters if you make a mistake.
- Press 1 repeatedly to enter an ampersand (\&), apostrophe ('), comma (,) hyphen (-), period (.), or pound sign (\#).


## Storing the entry

Press SAVE to store your new phonebook entry. To change it later, see page 25.


Use up/down arrow keys to search for next/previous names

Base Phonebook

## Phonebook search



You can use the up/down arrows to browse through the phonebook, or search to find a specific entry. Press and hold CLEAR at any time to exit the directory.

## To browse through the directory

To browse, press or to scroll through all entries one by one.

## To search alphabetically

To shorten your search, press FIND, then use the telephone dial pad to enter the first letter of a name. When you press FIND again, the first name beginning with that letter will be displayed.

Press dial pad buttons once for the first letter, twice for the second, three times for the third, as shown below.


.Find names beginning with "D" Find names beginning with "E" Find names beginning with "F'

## To call a displayed number

When you find the entry you want, press SPEAKERPHONE to dial. Or press EDIT to modify the entry (see next page).


Press DEL to delete entry
Press EDIT to change entry
Press NAME to change name
Press NUMBER to change number

Base Phonebook

## To dial, edit or delete entries

## To edit a listing

When any phonebook entry is displayed, press EDIT. At the next screen, press EDIT again, then choose NAME or NUMBER. You can change the name or number by following the steps on page 23.

## To dial a number

Press SPEAKERPHONE to dial the displayed number.

## To delete an entry

At the Edit menu, press DEL to delete the displayed entry from the phonebook. Once deleted an entry cannot be recovered.


## Handset Calls Log

The Calls Log keeps track of calls you've made and received, and even lets you check voice messages from your handset.
Use the joystick controls to select Calls Log, then make a selection from the list displayed:

## Review Messages (see next page)

Play or delete voice messages.

## Review CID Log (see page 28)

If you have Caller ID service, you can review the CID Log to find out who has called, return the call without dialing, or transfer the caller's name and number into your phone directory.

## Clear CID Log (see page 28)

Use this command to delete all entries in your Caller ID Log.

## Review Redial (see page 30)

This screen shows a list of the most recent 10 numbers you've dialed. You can review the CID Log to find out who has called, return the call without dialing, or transfer the caller's name and number into your phone directory.

## Clear Redial (see page 30)

Use this command to delete all recently called numbers from your Redial list.

## Review voice messages

At this menu you can use your handset to hear voice messages callers have left in your base answering system (see pages 35-43).

## Playback options

At the Messages screen, use the joystick to control message playback:

- Press the center button to start or stop playback.
- Press to repeat the message currently playing
- Press to skip forward to the next message.

To delete a message, press DELETE while the message is playing.

Press EXIT to halt playback and exit the Messages menu.

## Announcements

- When playback begins, you will hear the number of messages in the mailbox selected.
- Before each message, you will hear the day and time it was received
- After the last message, you will hear "End of messages." If the system has less than 5 minutes of recording time left, you will hear time remaining.


Handset Calls Log


## How Caller ID works

If you subscribe to Caller ID service provided by your local phone company, information about each caller will be displayed after the first ring.

Information about the last 90 incoming calls is stored in your call log. You can review the call log to find out who has called, return the call without dialing, or transfer the caller's name and number into your phone directory.

Calls are displayed in reverse order (most recent first). When the call log is full, the oldest entry is deleted to make room for new incoming call information.

If you answer a call before the information appears on the screen, it will not be saved in your call log.

## To review your Caller ID log

The most recent call is displayed first. Use the joystick buttons to scroll through the list as shown at left.

## To return a call

Press PHONE (or SPEAKER) to call the person currently displayed (see page 29 for important dialing options).

## To save or delete an entry

Press SAVE to copy the displayed information into your phonebook (see page 19).

Press DELETE to delete this entry from your CID log.

## To delete all entries

To clear the Caller ID log of all entries, return to the Calls Log menu, then use the joystick controls to scroll down and select CLEAR CID LOG.

## To dial a call log entry

When any Caller ID screen is displayed, press PHONE (or SPEAKER) to dial the number exactly as it appears on the screen.

## Dialing options

Caller ID numbers may appear with an area code that may not be required for local calls. If the number displayed is not in the correct format, you can change how it is dialed.

Press the middle joystick button to see a list of dialing options. Press or to select the option you want. To dial it, press the middle joystick button again.

Display previous entry

Display next entry
1.Calls Log
1.Calls Log
Review Messages
Review Messages
Revew CID Log
Revew CID Log
Clear CID Log
Clear CID Log
Review Redia
Review Redia

## To review your redial log



About the redial memory
You can review the redial log to see what numbers you've recently called, redial, or copy the number into your phonebook.

The handset remembers the last 10 numbers you call. Each time you make a call the oldest entry is deleted to make room for a new one.

## To review your redial log

The most recent call is displayed first. Use the joystick buttons to scroll through the list as shown at left.

## To redial a call

Press PHONE (or SPEAKER) to redial the number currently displayed.

## To save or delete an entry

Press SAVE to copy the highlighted number into your phonebook (see page 19).
Press DELETE to delete this entry from your redial log.

## To delete all entries

To clear the redial log of all entries, return to the Calls Log menu, then use the joystick controls to scroll down and select CLEAR REDIAL


Display redial log


Display calls log

## Base CID \& Redial

The memory in the telephone base keeps track of calls you've made and received. Use the softkeys beneath the display screen to select REDIAL (for a list of outgoing calls) or MENU, then CALLS LOG (for a list of incoming calls).

## Calls Log (see page 32)

If you have Caller ID service, you can review the Calls Log to find out who has called, return the call without dialing, or transfer the caller's name and number into your phone directory.

## Review Redial (see page 34)

This screen shows a list of the most recent 10 numbers you've dialed. You can review the CID Log to find out who has called, return the call without dialing, or transfer the caller's name and number into your phone directory.

Base Calls Log \& Redial

## To review your call log

## How Caller ID works

If you subscribe to Caller ID service provided by your local phone company, information about each caller will be displayed after the first ring.

Information about the last 90 incoming calls is stored in your call log. You can review the call log to find out who has called, return the call without dialing, or transfer the caller's name and number into your phone directory.

Each incoming call is numbered (number I is always the most recent). When the call log is full, the oldest call information is deleted to make room for new incoming call information.

If you answer a call before the information appears on the screen, it will not be saved in your call log.

## To review your call log

The most recent call is displayed first. Use the arrow buttons to scroll through the list as shown at left.

## To return a call

Press SPEAKERPHONE to call the person currently displayed (see page 33 for important dialing options).

## To save or delete an entry

Press SAVE to copy the displayed information into your phonebook (see page 23).
Press DELETE to choose an option. Select THIS to delete the entry displayed, or ALL to clear the Caller ID $\log$ of all entries.


Base Calls Log \& Redial

## To dial a call log entry

When any Caller ID screen is displayed, press SPEAKERPHONE to dial the number exactly as it appears on the screen.

## Dialing options

Caller ID numbers may appear with an area code that may not be required for local calls. If the number displayed is not in the correct format, you can change how it is dialed.

Select CID, then OPT \# to see a list of dialing options. Press or to highlight the option you want, then press DIAL.

Base Calls Log \& Redial


About the redial memory your phonebook. make room for a new one.

## To review your redial log

## To redial a call

 displayed.
## To save or delete an entry

 phonebook (see page 23).
## To review your redial log



You can review the redial log to see what numbers you've recently called, redial, or copy the number into

The handset remembers the last 10 numbers you call. Each time you make a call the oldest entry is deleted to

The most recent call is displayed first. Use the arrow keys to scroll through the list as shown at left.

Press SPEAKERPHONE to redial the number currently

Press SAVE to copy the highlighted number into your

Press DELETE to delete this entry from your redial log.

## Answering System Operation

## Message capacity

The answering system can record up to 99 messages, depending on how long each message is. Individual messages can be up to 4 minutes long, but total maximum recording time for all mailboxes is 15 minutes. Messages will remain available for replay until you delete them.

## Handset access

In addition to the features described in this section, you can also use your handset to review or delete messages (see page 27).



$1 \sim$ MENU
 announcement＂
$2 \infty$
A＝（Plays announcement previously recorded）

## Or

$2 \sim$ RECORD
$\square=$＂Now recording．．．＂
3 Speak into microphone

$4 \sqrt{5}$
誩（Announcement is played back）

## Outgoing announcements

Outgoing announcements are the messages callers hear when calls are answered by the answering system．

The phone is pre－programmed with an announcement that answers calls with＂Hello．Please leave a message after the tone．＂You can use this announcement，or replace it with a recording of your own voice．

## To record your outgoing announcement

Press MENU until you hear＂Change announcement．＂ Then press RECORD and begin speaking after you hear ＂Now recording．＂Speak facing the telephone base from about 9 inches away．

Elapsed time（in seconds）will be shown in the message window as you record．You can record an announce－ ment up to 90 seconds long．Announcements less than 3 seconds long will not be recorded．

## To delete your outgoing announcement

Press MENU until you hear＂Change announcement，＂ then press PLAY to begin playback．Press DELETE during playback to delete your announcement．
When your announcement is deleted，calls will be answered with the pre－programmed announcement described above．

