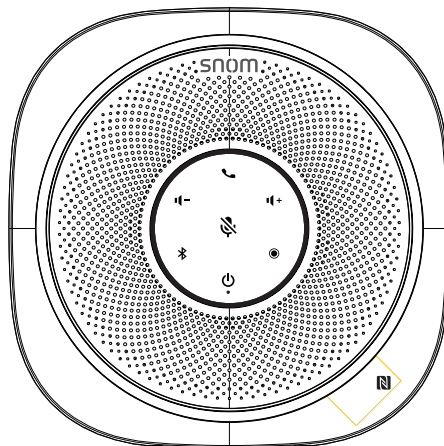


snom



C300

Bluetooth Conference Speakerphone

User Manual

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Important Information

Please read the instructions on safety and disposal and on how to set up and use the device before using it and also give them to other users to read or inform those users of their contents. Save this manual and do not give the device to third parties without it.



Important Safety Instructions

When using your telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury, including the following:

1. Read and understand all instructions.
2. Follow all warnings and instructions marked on the product.
3. Unplug this product from the wall outlet before cleaning. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
4. Do not use this product near water such as near a bath tub, wash bowl, kitchen sink, laundry tub or swimming pool, or in a wet basement or shower.
5. Do not place this product on an unstable table, shelf, stand or other unstable surfaces.
6. Slots and openings in the speakerphone are provided for ventilation. To protect them from overheating, these openings must not be blocked by placing the product on a soft surface such as a bed, sofa or rug. This product should never be placed near or over a radiator or heat register. This product should not be placed in any area where proper ventilation is not provided.
7. This product should be operated only from the type of power source indicated on the marking label. If you are not sure of the type of power supplied at the premises, consult your dealer or local power company.
8. Do not allow anything to rest on the power cord. Do not install this product where the cord may be walked on.
9. Never push objects of any kind into this product through the slots in the speakerphone because they may touch dangerous voltage points or create a short circuit. Never spill liquid of any kind on the product.
10. To reduce the risk of electric shock, do not disassemble this product, but take it to an authorized service facility. Opening or removing parts of the speakerphone

other than specified access doors may expose you to dangerous voltages or other risks. Incorrect reassembling can cause electric shock when the product is subsequently used.

11. Do not overload wall outlets and extension cords.
12. Unplug this product from the wall outlet and refer servicing to an authorized service facility under the following conditions:
 - A. When the power supply cord or plug is damaged or frayed.
 - B. If liquid has been spilled onto the product.
 - C. If the product has been exposed to rain or water.
 - D. If the product does not operate normally by following the operating instructions. Adjust only those controls that are covered by the operation instructions. Improper adjustment of other controls may result in damage and often requires extensive work by an authorized technician to restore the product to normal operation.
 - E. If the product has been dropped and the speakerphone has been damaged.
 - F. If the product exhibits a distinct change in performance.
13. Avoid using a telephone (other than cordless) during an electrical storm. There is a remote risk of electric shock from lightning.
14. Do not use the speakerphone or its connected telephone to report a gas leak in the vicinity of the leak. Under certain circumstances, a spark may be created when the adapter is plugged into the power outlet, or when the handset is replaced in its cradle. This is a common event associated with the closing of any electrical circuit. The user should not plug the speakerphone into a power outlet if the speakerphone is located in an environment containing concentrations of flammable or flame-supporting gases, unless there is adequate ventilation. A spark in such an environment could create a fire or explosion. Such environments might include: medical use of oxygen without adequate ventilation; industrial

- gases (cleaning solvents; gasoline vapors; etc.); a leak of natural gas; etc.
15. The power adapters are intended to be correctly oriented in a vertical or floor mount position. The prongs are not designed to hold the plug in place if it is plugged into a ceiling, under-the-table or cabinet outlet.
 16. For pluggable equipment, the socket-outlet shall be installed near the equipment and shall be easily accessible.
 17.   **CAUTION:** Use only the batteries indicated in this manual. There may be a risk of explosion if a wrong type of battery is used. Use only the supplied rechargeable battery or replacement battery pack. Do not dispose of batteries in a fire. They may explode. Dispose of used battery according to the information in The RBRC® seal.
 18. Use only the power adapter indicated in this manual. Incorrect adapter polarity or voltage can seriously damage the product.

SAVE THESE INSTRUCTIONS

The applied nameplate is located at the bottom and rear side of the product base.

Battery Cautions Statement

Avoid using battery in the following conditions:

- High or low extreme temperatures that a battery can be subjected to during use, storage or transportation;
- Low air pressure at high altitude;
- Replacement of a battery with an incorrect type that can defeat a safeguard;
- Disposal of a battery into fire or a hot oven, or mechanically crushing or cutting of a battery, that can result in an explosion;
- Leaving a battery in an extremely high temperature surrounding environment that can result in an explosion or the leakage of flammable liquid or gas;
- Extremely low air pressure that may result in an explosion or the leakage of flammable liquid or gas.


For cUL compliance only

Mesures de sécurité importantes

Afin de réduire les risques d'incendie, de blessures corporelles ou d'électrocution, suivez toujours ces mesures préventives de base lorsque vous utilisez votre téléphone.

1. Lisez et comprenez bien toutes les instructions.
2. Observez toutes les instructions et mises en garde inscrites sur l'appareil.
3. Débranchez ce téléphone de la prise murale avant de le nettoyer. N'utilisez pas de nettoyeurs liquides ni en aérosol. N'utilisez qu'un chiffon doux et légèrement humecté.
4. N'utilisez pas ce produit près de l'eau, tel que près d'un bain, d'un lavabo, d'un évier de cuisine, d'un bac de lavage ou d'une piscine, ou dans un sous-sol humide ou sous la douche.
5. Ne déposez pas ce téléphone sur un chariot, support ou table chancelants. L'appareil pourrait tomber et être sérieusement endommagé.
6. Les ouvertures situées à l'arrière ou sous le produit servent à la ventilation. Le boîtier de l'appareil est doté de fentes et d'ouvertures d'aération situées à l'arrière ou en dessous. Afin d'empêcher la surchauffe, ces ouvertures ne doivent pas être obstruées en plaçant l'appareil sur un lit, divan, tapis ou autre surface similaires. Ne placez pas cet appareil à proximité d'un élément de chauffage ni d'une plinthe électrique. De plus, ne l'installez pas dans une unité murale ou un cabinet fermé qui ne possède pas d'aération adéquate
7. Ne faites fonctionner cet appareil qu'avec le type d'alimentation indiqué sur les étiquettes de l'appareil. Si vous ne connaissez pas le voltage de votre maison, consultez votre marchand ou votre fournisseur d'électricité.

8. Ne déposez rien sur le cordon d'alimentation. Installez cet appareil dans un endroit sécuritaire, là où personne ne pourra trébucher sur la ligne d'alimentation ni le cordon téléphonique modulaire.
9. N'insérez jamais d'objets à travers les fentes et ouvertures de cet appareil, car ils pourraient toucher à des points de tension dangereux ou court-circuiter des pièces, ce qui constituerait un risque d'incendie ou d'électrocution. N'échappez pas de liquides dans l'appareil.
10. Afin de réduire les risques d'électrocution, ne démontez pas l'appareil, mais apportez-le plutôt à un centre de service qualifié s'il doit être réparé. En enlevant le couvercle, vous vous exposez à des tensions dangereuses ou autres dangers similaires. Un remontage inadéquat peut être à l'origine d'une électrocution lors d'une utilisation ultérieure de l'appareil.
11. Ne surchargez pas les prises de courant ni les rallonges électriques, car ceci peut constituer un risque d'incendie ou d'électrocution.
12. Débranchez cet appareil de la prise de courant et communiquez avec le département de service à la clientèle de Nextiva dans les cas suivants :
 - A. Lorsque le cordon d'alimentation est endommagé ou écorché.
 - B. Si du liquide a été échappé dans l'appareil.
 - C. Si l'appareil a été exposé à une source d'humidité telle que la pluie ou l'eau.
 - D. Si l'appareil ne fonctionne pas normalement en suivant les directives du guide. N'ajustez que les commandes couvertes dans le guide d'utilisation, car un mauvais réglage de celles-ci peut être à l'origine de dommages, ce qui nécessiterait des réparations considérables pour remettre l'appareil à son état de fonctionnement normal.instructions.
 - E. Si l'appareil a été échappé ou son boîtier, endommagé.
 - F. Si le produit affiche une nette diminution de sa performance.

13. Évitez d'utiliser un téléphone (autre qu'un sans fil) pendant un orage. Les éclairs peuvent être à l'origine d'une électrocution.
14. N'utilisez pas le produit pour rapporter une fuite de gaz à proximité de la fuite. En certaines circonstances, une flammèche pourrait être provoquée lorsque l'adaptateur est branché dans une prise de courant. Ceci est un événement commun associé à la fermeture d'un circuit électrique. L'utilisateur ne doit pas brancher le produit dans une prise de courant, si le produit se trouve dans un environnement contenant des concentrations de matières inflammables ou autres gaz susceptibles de produire des flammes, sauf en présence d'une aération adéquate. Une flammèche dans un tel endroit pourrait provoquer un incendie ou une explosion. De tels environnements peuvent comprendre: des endroits où l'on utilise de l'oxygène médical sans ventilation adéquate; des gaz industriels (dissolvants de nettoyage, des vapeurs d'essence, etc.); une fuite de gaz naturel, etc.
15. Les adaptateurs sont conçus pour être orientés en position verticale ou en position horizontale sur le plancher.
16. Pour les PRODUITS À BRANCHER À UNE PRISE DE COURANT, la prise de courant doit être installée près du produit, afin d'assurer une accessibilité sécuritaire à la prise de courant.
17.  MISE EN GARDE : Il peut y avoir un risque d'explosion si vous utilisez le mauvais type de piles. N'utilisez que le bloc-piles rechargeable inclus ou le bloc-piles de rechange. N'incinerez pas les piles. Celles-ci risqueraient d'exploser. Jetez les piles usées selon les renseignements suivant le sceau du RBRC^{MD}.
18. N'utilisez que les adaptateurs inclus avec ce produit. L'utilisation d'un adaptateur dont la polarité ou la tension serait inadéquate risque d'endommager sérieusement le produit et mettre votre sécurité en péril.

CONSERVEZ CES INSTRUCTIONS

La plaque signalétique appliquée est située au bas et à l'arrière de la base du produit.

Déclaration de précautions concernant la pile

Évitez d'utiliser la pile dans les conditions suivantes :

- Températures extrêmes hautes ou basses auxquelles une batterie peut être soumise pendant son utilisation, son entreposage ou son transport;
- Une faible pression atmosphérique en haute altitude;
- Le remplacement d'une pile par un type incorrect qui peut neutraliser une protection;
- L'élimination d'une pile dans le feu ou dans un four chaud, ou l'écrasement ou le découpage mécanique d'une pile, qui peut entraîner une explosion;
- L'abandon d'une pile dans un environnement où la température est extrêmement élevée, ce qui peut provoquer une explosion ou une fuite de liquide ou de gaz inflammable;
- Une pression d'air extrêmement basse qui peut entraîner une explosion ou une fuite de liquide ou de gaz inflammable.

Introduction

This user manual provides a reference for the external features of the C300 Bluetooth Conference Speakerphone and basic installation instructions.

Please read Important Safety Information on pages 3-5 of this user manual.

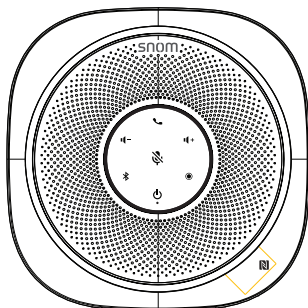
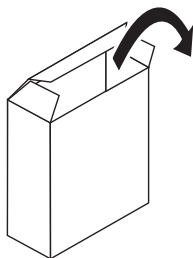
Please thoroughly read this user manual for all the feature operations and information necessary to use your speakerphone.

For customer service or product information, visit our website at

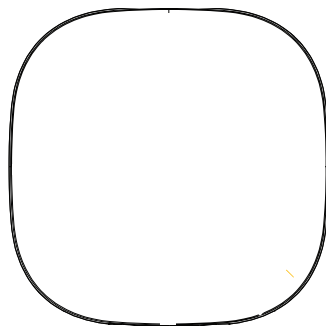
www.snomamericas.com

What's in the box

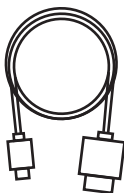
Your product package contains the following items. Save your sales receipt and original packaging in the event warranty service is necessary.



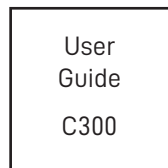
Bluetooth Conference
Speakerphone
with built-in battery



Travel case

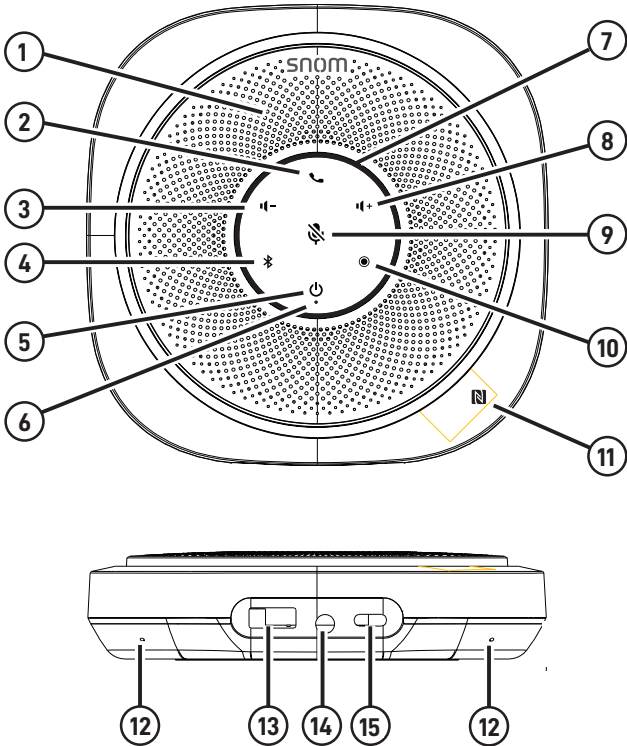


USB type A to
USB type C cable (1m)



Bluetooth Conference Speakerphone


External Features and Controls



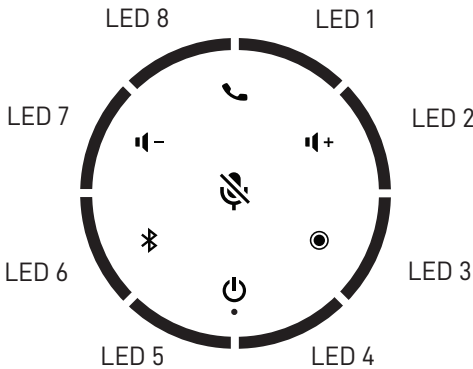
1	Speaker
2	Phone key
3	Volume – key
4	Bluetooth key
5	Power key
6	Power key LED
7	Multicolored LED indicators (circle)
8	Volume + key
9	Mute key
10	Record key
11	NFC zone
12	Microphones (6 total)
13	USB type-A connector
14	3.5 mm audio input/output jack
15	USB type-C connector

Status Indicators Overview

Power LED indicator

Color	Pattern	Description
White 	Steady ON	Power on and no USB power connected -OR- Power on and charging completed.
	OFF	Power off and no USB power connected -OR- Power off and charging completed
	ON 1s OFF 1s repeatedly	Charging (in power on or power off mode)

Multicolored LED indicators



A ring of multicolored LEDs surrounds the speakerphone keys.

In the table on the next page, the LED color is indicated as follows:

- R = Red
- B = Blue
- G = Green
- W = White
- = Off


LED number & color								Pattern	Description
1	2	3	4	5	6	7	8		
R	R	R	R	R	R	R	R	Steady ON	Mute microphones
R	R	R	R	R	R	R	R	ON 0.5s OFF 2s repeatedly	Recording
R	R	R	R	R	R	R	R	On 2s OFF 0.5s repeatedly	Recording and microphones mute
R	R	R	R	R	R	R	R	ON 0.12s OFF 0.12s	Battery low warning
R	-	R	-	R	-	R	-	ON 0.2s OFF 0.2s repeatedly and lasts for 5s	Factory reset
B	B	B	B	B	B	B	B	ON 0.2s OFF 3s repeatedly	Bluetooth is not paired or paired device is not available
B	B	B	B	B	B	B	B	ON 0.2s OFF 0.2s repeatedly	Bluetooth pairing
B	B	B	B	B	B	B	B	ON 2s	Bluetooth is ready -OR- Bluetooth button is pressed
B	B	B	B	B	B	B	B	ON 2s then OFF	Battery level 8/8
B	B	B	B	B	B	B	-	ON 2s then OFF	Battery level 7/8
B	B	B	B	B	B	-	-	ON 2s then OFF	Battery level 6/8
B	B	B	B	B	-	-	-	ON 2s then OFF	Battery level 5/8
B	B	B	B	-	-	-	-	ON 2s then OFF	Battery level 4/8

LED number & color								Pattern	Description
1	2	3	4	5	6	7	8		
B	B	B	–	–	–	–	–	ON 2s then OFF	Battery level 3/8
B	B	–	–	–	–	–	–	ON 2s then OFF	Battery level 2/8
B	–	–	–	–	–	–	–	ON 2s then OFF	Battery level 1/8
G	G	G	G	G	G	G	G	ON 1s OFF 1s repeatedly	Ringing
G	G	G	G	G	G	G	G	ON 2s	USB data connection is ready
G	G	G	G	G	G	G	G	ON 2s then OFF	Volume level 8
G	G	G	G	G	G	G	–	ON 2s then OFF	Volume level 7
G	G	G	G	G	G	–	–	ON 2s then OFF	Volume level 6
G	G	G	G	G	–	–	–	ON 2s then OFF	Volume level 5
G	G	G	G	–	–	–	–	ON 2s then OFF	Volume level 4
G	G	G	–	–	–	–	–	ON 2s then OFF	Volume level 3
G	G	–	–	–	–	–	–	ON 2s then OFF	Volume level 2
G	–	–	–	–	–	–	–	ON 2s then OFF	Volume level 1
W	W	W	W	W	W	W	W	ON 1s then OFF	NFC success
W								On with voice active	Voice is active near LED 1 area
	W							On with voice active	Voice is active near LED 2 area


LED number & color								Pattern	Description
1	2	3	4	5	6	7	8		
		W						On with voice active	Voice is active near LED 3 area
			W					On with voice active	Voice is active near LED 4 area
				W				On with voice active	Voice is active near LED 5 area
					W			On with voice active	Voice is active near LED 6 area
						W		On with voice active	Voice is active near LED 7 area
							W	On with voice active	Voice is active near LED 8 area

Power on/off

To turn the speakerphone on or off:

- Press and hold the  key for at least two seconds.
The speakerphone plays a power up/down melody.
The power LED indicator is illuminated when the speakerphone is on.


Connecting to a Windows PC or mobile device via Bluetooth pairing

1. When the speakerphone is idle, press and hold the  key for two seconds.
All the multicolored LEDs flash blue rapidly.
2. On your Windows PC or mobile device, open the Bluetooth menu, and select **Snom C300** from the list of available devices.
3. If you are asked for a PIN code, enter 0000.
 - **If pairing is successful:** The speakerphone plays three ascending tones. All the multicolored LEDs turn blue for two seconds.
 - **If pairing failed:** The speakerphone plays three rapid tones. All the multicolored LEDs briefly turn blue every three seconds. Try again or try pairing with a different Bluetooth device.

NOTES:

- The speakerphone will keep a record of the last four paired Bluetooth devices.
- Two sets of Bluetooth paired devices can be connected to the speakerphone, but only one device can be activated at a time.

Pairing your mobile device using NFC

1. On your mobile device, turn NFC on.
2. Place the NFC zone of your mobile device against the NFC zone of the speakerphone (indicated by ).
3. If you are asked for a PIN code, enter 0000.
 - If NFC pairing is successful: The speakerphone plays three ascending tones. All the multicolored LEDs turn white for one second.
 - If NFC pairing does not work, try again or try connecting via Bluetooth pairing.

Speakerphone functions

Play audio

When your speakerphone is paired to a Windows PC or mobile device, it acts as an external speaker and plays audio from the paired device.

When your speakerphone is playing audio from a paired Bluetooth device, it will change to play computer audio once the speakerphone is connected to a Windows PC with a USB cable. It is assumed that the speakerphone is recognized by the Windows PC as an active audio device.

Receive a call

When your paired mobile phone receives an incoming call, the audio currently playing on the speakerphone is interrupted.

The speakerphone rings and all the multicolored LEDs flash green.

Answer an incoming call

- Press the  key.

During the call, the multicolored LEDs turn white to indicate which direction the microphones are receiving sound.





Reject an incoming call

- Press and hold the  key for at least two seconds.

End a call

- Press the  key.

Volume


- Press the  key to increase listening volume by one step.
- Press and hold the  key to increase listening volume continuously.
- Press the  key to decrease listening volume by one step.
- Press and hold the  key to decrease listening volume continuously.

The multicolored LEDs turn green for two seconds to indicate the volume level. The more green LEDs displayed, the higher the volume level.

The speakerphone will synchronize playback volume with a USB-connected Windows PC and a Bluetooth-connected iPhone.



The speakerphone will synchronize phone call audio volume with a Bluetooth-connected iPhone or Android mobile.

Mute

- Press the  key to mute all the microphones.

All the multicolored LEDs turn red.

If mute while recording, all the multicolored LEDs flash red ON 2s, OFF 0.5s repeatedly.

- Press the  key again to unmute all the microphones.
- Press the  key while the speakerphone is ringing to temporarily mute the ringing tone.

Connecting a headset


To ensure privacy during a phone call, you can connect a headset to the 3.5mm jack of the speakerphone. The audio will be played through the headset.

Charging

To charge the battery of your speakerphone:

1. Plug the USB cable in the USB type-C port on the speakerphone
2. Plug the other end of the USB cable in the USB type-A port of a power source (for example, a Windows PC).


While charging, the power LED indicator flashes white.

NOTE: When the speakerphone is playing audio from a Bluetooth device, it will change to play audio from a Windows PC once the USB cable is connected. To change back to a Bluetooth connection and use the USB cable for power charging only, press the  key.

To charge an external device using the speakerphone battery:

1. Plug the USB cable in the USB type-A port of the speakerphone.
2. Plug the other end of the USB cable in the USB type-C port of the external device.

To check the speakerphone battery level:

- Press the  key.

The multicolored LEDs turn blue for two seconds to indicate the battery charge level. The more blue LEDs displayed, the higher the battery charge level.

When the battery is low, the speakerphone beeps rapidly and all multicolored LEDs flash red rapidly every three minutes. See the “battery low warning” LED pattern on page 14.

Factory reset

1. Press and hold the  key for 15 seconds.

The multicolored LEDs 1, 3, 5, 7 flash red quickly for five seconds and the speakerphone plays a tone.

2. Press the  key within three seconds.

The multicolored LEDs turn off and the speakerphone plays three ascending tones.

Maintenance

Taking care of your speakerphone

- Your speakerphone contains sophisticated electronic parts, so you must treat it with care.
- Avoid rough treatment.
- Save the original packing materials to protect your speakerphone if you ever need to ship it.

Avoid water and heat

- You can damage your speakerphone if it gets wet.
- Do not use the speakerphone outdoors in the rain, or handle it with wet hands.
- Do not install the speakerphone near a sink, bathtub or shower.
- Do not expose the product to extreme heat.

Electrical storms

- Electrical storms can sometimes cause power surges harmful to electronic equipment.
- For your own safety, take caution when using electric appliances during storms.

Cleaning your speakerphone

- Your speakerphone has a durable plastic casing that should retain its luster for many years.
- Clean it only with a soft cloth slightly dampened with water or a mild soap.
- Do not use excess water or cleaning solvents of any kind.

Compliance

FCC Part 15

This equipment has been tested and found to comply with the requirements for a Class B digital device under Part 15 of the Federal Communications Commission (FCC) rules.

These requirements are intended 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.

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

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation.

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

To ensure safety of users, the FCC has established criteria for the amount of radio

frequency energy that can be safely absorbed by a user or bystander according to the intended usage of the product. This product has been tested and found to comply with the FCC criteria. The speakerphone shall be installed and used such that parts of the user's body other than the hands are maintained at a distance of approximately 20 cm (8 inches) or more.

This Class B digital apparatus complies with Canadian ICES-003.
CAN ICES-3 (B)/NMB-3(B)

Industry Canada

This Class B digital apparatus complies with Canadian requirements:
CAN ICES-3 (B)/NMB-3(B). Cet appareil numérique de la classe B est conforme à la norme CAN ICES-3 (B)/NMB-3(B) du Canada.

This device contains licence-exempt transmitter(s)/receiver(s) that comply with Innovation, Science and Economic Development Canada's licence-exempt RSS(s).

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

The device is compliance with RF exposure guidelines, users can obtain Canadian information on RF exposure and compliance.

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

The term "IC:" before the certification/registration number only signifies that the Industry Canada technical specifications were met.

This product meets the applicable Innovation, Science and Economic Development Canada technical specifications.

Technical Specifications

Connections	
Bluetooth version	Bluetooth 5.0
Bluetooth range	Up to 10m
NFC	Passive type
USB type-C	USB 2.0
USB type-A	USB 2.0
Power	
Battery capacity	2 x 3.6V 2600mAh Li-ion (built-in) Battery model ICR18650-2.6Ah-3.6V-1S1P
Charging input (USB-C)	5V 1.3A
Charging output (USB-A)	5V 2A max.
Talk time	24 hours
Standby time	160 hours (when connected with Bluetooth device)
Charging time	less than 8 hours
Audio	
Speaker rated output power	3W rms
Speaker frequency response	100 Hz - 20 kHz
Microphone	6 microphones with beamforming

VTECH COMMUNICATIONS, INC.

Tigard, Oregon 97223, USA.

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