USER GUIDE

Binatone

Symphony 3325
Symphony 3325 Twin
Symphony 3325 Triple
Digital Cordless Telephone
With Telephone Answering Machine(TAM)

Binatone Helpline
(for UK only)
Monday to Friday
from 9:00am to 5:00pm
Tel: 0845 345 9677
**Please note that all calls are charged at local rate
or visit our website: www.binatoneonline.com

Before operating this set, please read these instructions carefully.

Package Contents
- 1 Handset (2 with a Twin system, 3 with a Triple system)
- 1 Base Station
- 1 Mains Power Adapter
- 1 Telephone Line Cord
- 2 Rechargeable Batteries for each handset
- 1 Charger Pod with mains power adapter for each additional handset of a multi-handset system
- 1 User Guide

Connection and Conditions for use:
You can connect your phone to a direct exchange line (DEL) on a local exchange with its own phone number; to an extension socket connected to a DEL; or to an extension on an approved compatible PBX. Do not connect as an extension to a payphone.

The ringer equivalence number (REN) of all equipment (phones, fax machines, modems, etc.) connected to an exchange line must not add up to more than 4, otherwise one or more of them may not ring and/or answer calls correctly. This phone has a REN of 1, and most other telephones have a REN of 1 unless marked otherwise.

Handset - Base Connection
1) When purchased, all handsets are already registered to the base unit and should link to it when they are all powered up.
2) To use your cordless handset and base unit together, you must be able to establish a radio link between them. The signal between the handset and the base is in accordance with the normal standards for a DECT phone: Maximum range up to 300 metres outdoors or 50 metres indoors. Be aware that:
> Any large metal object, such as a refrigerator, mirror or filing cabinet, between the handset and the base unit may block the radio signal.
> Other solid structures, like walls, may reduce the signal strength.
> Other electrical equipment may cause interference and/or affect the range.
3) Do not place close to another telephone, a TV or audio equipment - it may cause interference.
4) Out of Range warning. If you hear a warning tone during a call, and/or the sound in the earpiece becomes faint or distorted, you may be going out of range of the base unit, so move nearer to the base unit within 20 seconds, otherwise the call may be cut off.

TECHNICAL DETAILS

Standard	Digital Enhanced Cordless Telecommunication(DECT)
Frequency range	1.88 to 1.9GHz (bandwidth = 20 MHz)
Channel bandwidth	1.728 MHz
Operating range	Up to 300m outdoors; up to 50m indoors
Operating time	Standby: 100 hours. Talking: 10 hours. Battery charge time:15 hours
Temperature range	Operating 0°C to 40°C, Storage -20°C to 60 °C
Electrical power	Base unit: input 100-240VAC 50/60Hz 150mA, output 6VDC 450mA Charger unit: input 100-240VAC 50/60Hz 150mA, output 6VDC 300mA

Handset Battery Information :
2 x AAA size NiMH 400mAh

Caution
Risk of explosion if battery is replaced by an incorrect type
Dispose of used batteries according to the instructions.

Port specification
The ⎓ port (connected to the mains power supply) is a SELV port with respect to EN41003.
The ☎ port (connected to the telephone line) is a TNV port with respect to EN41003.

Every effort has been made to ensure high standards of reliability for your Symphony 3325 system. However, if something does go wrong, please **do not try to repair it yourself,** consult your supplier or the Helpline.

TABLE OF CONTENTS

1 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 the 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 cleaners or aerosol cleaners. Use a damp cloth for cleaning.
4) Do not use this product near water (for example, near a bath tub, kitchen sink, swimming pool).
5) Do not overload wall outlets and extension cords as this can result in the risk of fire or electric shock.
6) Unplug this product from the wall outlet and refer servicing to our Repair Centre under the following conditions:
   - When the power supply cord or plug is damaged or frayed.
   - If the product does not operate normally by following the operating instructions.
   - If the product has been dropped and the cabinet has been damaged.
   - If the product exhibits a distinct change in performance.
7) NEVER use your cordless telephone outdoors during a thunderstorm - unplug the base from the telephone line and the mains socket when there are storms in your area. Damage caused by lightning is not covered by the guarantee.
8) Do not use the telephone to report a gas leak in the vicinity of the leak.
9) Use only the supplied NiMH (Nickel Metal Hydride) batteries! The operation periods for the handsets are only applicable with the default battery capacities.
10) The use of other battery types or non-rechargeable batteries/primary cells can be dangerous. These may cause interference and/or damage to the unit or surroundings. The manufacturer will not be held liable for damage arising from such non-compliance.
11) Do not use third party charging bays, as they may cause damage to the batteries.
12) Please ensure the batteries are inserted in the correct polarity.
13) Dispose of batteries safely. Do not immerse them in water, burn them, or put them where they could get punctured.

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2 INSTALLING YOUR PHONE

2.1 Connecting the base station
1) Plug the power adapter ⎓ & line cord ☎ into the base station.
2) Plug the power adapter into a 230Vac, 50Hz mains socket, the other end of the line cord into your telephone line socket.

Warning: Always use the line cord provided in the box. Other line cords may not be compatible and may not work.

Warning: Only use the power adapter supplied. Others will result in non-compliance with the safety specification EN60950, and will invalidate any approval given with this apparatus.

Warning: The Base unit needs mains power for normal operation, not just for charging the handset batteries.

2.2 Installing and charging the batteries
1) Slide open the battery compartment cover.
2) Place the 2 batteries with the correct polarity, as shown.
3) Slide the battery compartment cover back.
4) Put the handset on the base and charge for 15 hours before first time use. The handset beeps when charging starts.

Warning: Only use the AAA size NiMH rechargeable batteries.

2.3 If you have a Broadband Line
If you connect your telephone to a line with a broadband connection, you will need to insert a micro-filter between the telephone and the telephone line, otherwise you may get interference between the telephone and the broadband, which could cause problems.

In a home with broadband, every telephone must have a micro-filter connected, not just the one at the telephone point that your modem is connected to.
If you need more broadband micro-filters, contact your broadband provider.

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3 GETTING TO KNOW YOUR PHONE

3.1 Overview of the Handset

1 EARPIECE

2 UP ▲ / ﹀
From idle: access the Call List
In lists: move up the options
During calls / ringing: increase the volume

3 LEFT SOFT KEY (MENU/OK)
Use with icons on display above, to open menu and confirm options.

4 TALK ON < ﹏ >
Make or answer calls

5 DOWN ▼ / ﹀
From idle: access the Redial List
In lists: move down the options
During calls / ringing: decrease the volume

6 ✱(STAR) KEY
Press and hold to lock /unlock keypad.

7 SPEAKERPHONE ◀﹙◼﹚▶
Turns the speakerphone on / off.

8 RIGHT SOFT KEY (CLEAR/BACK/MUTE/INTERCOM) < C/⫾ >
Use with icons on display above, to clear characters, go back to previous menu, mute the microphone or make an intercom call.

9 TALK OFF <☎⏻>
End a call or return to previous menu.
Press and hold to turn the handset on / off.

10 / # (HASH) KEY
Press and hold to turn ringer on / off.

11 R (Recall or Flash) KEY
Sends a recall (R) signal, used for some PBX / Calling Features.

12 PHONEBOOK < ⫾ >
Opens the phonebook.

13 MICROPHONE

3.2 Base Station with Telephone Answering Machine (TAM) Control

1. PAGE
Press the Page on the base station to page your handset. It will ring for approximately 60 seconds.

2. CHARGING CRADLE

3. TAM ON/OFF ⏻
Press to turn on the answering machine.
Press again to turn off the answering machine.

4. VOLUME UP (+)
Increase (+) speaker volume

5. VOLUME DOWN (-)
Decrease (-) speaker volume

6. PLAY/STOP ▶/▮▮
Press to play the message.
Press to stop the message playback.

7. SKIP BACKWARD ◀◀
Press to repeat playing the current message from the beginning.
Press twice to skip back and play the previous message.

8. SKIP FORWARD ▶▶
Press to skip the current message and play the next message

9. DELETE ✕
Press once to delete the message during playback
Press and hold to delete all the old messages

10. 7-SEG LED DISPLAY
-- Steady ON : The answering machine is turned OFF.
00 Steady ON: Answering machine ON and there are no messages recorded
XX Flashing: There are XX new messages recorded where XX is from 01 to 59
Steady ON: There are XX old messages in the TAM memory and no new messages.
XX/FF Flashing XX alternately with FF: There are XX new voice messages recorded and the TAM memory is full.
FF Flashing FF : TheTAM memory is full and there are no new messages.
- - /XX Flashing XX alternately with - - : The time is not set and there are XX new messages recorded.
- - Flashing-- : The time is not set and there are no new messages recorded.
A1/A2 Steady ON: Playing the current outgoing message (OGM) where A1 is the Answer & Record OGM and A2 is the Answer Only OGM.

XX/An Flashing XX alternately with An: Currently recording the new XX incoming message.
rA Flashing: Remote access is in progress from a handset or via the external line.
LX Steady ON: Indicates the current volume level where X is from 0 to 8

3.3 Display Icons and Symbols
The LCD display gives you information on the current status of the telephone.

📶 Steady when the handset is in range of the base. Flashes when out of range of the base or not registered to the base.
🔄 Steady when an intercom call is in progress. Flashes during intercom ringing.
📞 Steady on when a call is in progress. Flashes when there is an incoming call.
🔊 On when the speakerphone is turned on.
⏺ Steady on when the telephone answering machine (TAM) is turned on. Flashes when there is a new TAM messages.
⏰ Steady on when an alarm is set. Flashes when the alarm time has been reached.
🔒 On when the keypad is locked.
🔋 On when you have a new Voice Mail message. (This is a caller display service and is not usually available from UK network providers.)
▮ Indicates that the handset ringer is switched off.
🔋 Indicates when the battery is fully charged. Whole icon flashes when the battery is charging. Internal block icon flashes when the battery is in final charging stage.
📶 Indicates when the battery needs charging.
◄ Flashes when low battery power level is detected. Indicates when there are more characters or numbers in front of those being displayed.
► Indicates when there are more characters or numbers after those being displayed.
☰ Press the MENU/OK key to access a menu list.
OK Press the MENU/OK key to confirm the current selection.
★ Indicates a new TAM message is playing or a new call is being viewed in the Call List.
🔽 Indicates more options available in lists, above or below.

☎ Press the C/﹢key to start an intercom call.
⌫ Press the C/﹢key to go back to previous menu level or cancel the current action.
C Press the C/﹢key to clear a character or stop the alarm or to mute / unmute the microphone during a call.

3.4 Menu Structure
In idle mode, press <MENU/OK> to go to CALL LIST, the first option in the menu list.
Press <UP> or <DOWN> to go to other options in the menu list.
Press <MENU/OK> to enter a sub-menu or function.
Press <C> to go back to the previous level.
Refer to the following for the menu structure.

Key Press	CALL LIST	PHONEBOOK	HS SETTINGS	BS SETTINGS	REGISTRATION	DEFAULT	MSG MACHINE
<UP/DOWN>							

3.5 Text and Digit Entry Table
The following tables show you where each letter and punctuation character can be found, by using repeated presses of the alphanumeric keypad.
This will be helpful when storing a name in the phonebook and renaming your handset.
In editing mode, a cursor is displayed to indicate the current text entry position.
It is positioned at the right of the last character entered.

Writing Tips:
1. Once a character is selected, the cursor will move to the next position after a short pause.
2. You can move the cursor within the text with the <UP/DOWN> keys to amend the text entry.
3. Press <C> to delete the last character.
4. Press and hold <C> to delete the entire text string.

3.5.1 English Character Set
3.5.2 Polish Character Set
3.5.3 Norwegian Character Set

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4 USING YOUR PHONE

4.1 Make a Call
4.1.1 Preparatory Dialling
Enter the phone number and press <TALK ON> or <SPEAKERPHONE> to dial the number. When entering the number, if you make a mistake, press <C> to delete digits.

4.1.2 Direct Dialling
Press <TALK ON> or <SPEAKERPHONE> to connect to the line and then enter the phone number. (Note: if you enter a wrong digit you cannot correct it with the <C> key.)

4.1.3 Call from the phonebook
Press <PHONEBOOK> to access the phonebook and press <UP/DOWN> to select the desired phonebook entry. Press <TALK ON> or <SPEAKERPHONE> to dial out to the selected phonebook entry. Note: You can also access the phonebook by pressing <MENU/OK>, <DOWN>, <MENU/OK>.

4.1.4 Call from the Call List (Only available if you subscribe to Caller Display with your network provider)
Press <UP> to access the Call List and press <UP/DOWN> to select the desired entry. Press <TALK ON> or <SPEAKERPHONE> to dial out to the selected Call List entry. Note: You can also access the Call List by pressing <MENU/OK> twice.

4.1.5 Call from the redial list
Press <DOWN> to access the redial list and press <UP/DOWN> to select the desired redial number. Press <TALK ON> or <SPEAKERPHONE> to dial out to the selected redial number.

4.1.6 Call timer
Your handset automatically times the duration of every call. The call timer is displayed as soon as you answer a call or 15 seconds after dialling, and remains on the screen for 5 seconds after the end of a call. It is shown in hours, minutes and seconds format (HH:MM:SS).

4.2 Answer a Call
If the handset is not on the base or a charging cradle:
When the phone rings, press <TALK ON> or <SPEAKERPHONE> to answer the call.
If the handset is on the base or a charging cradle, and if **AUTO ANSWER** is set to ON:
When the phone rings, pick up the handset to answer the call automatically, without having to press any button.

4.3 End a Call
During a call connection, press <TALK OFF> to end the call.
OR
Put the handset on the base station or a charging cradle to end the call.

4.4 Adjust Earpiece and Handsfree Volume
There are 5 levels (VOLUME 1 to VOLUME 5) to choose from for each of the earpiece and handsfree volumes.
During a call:
Press <UP/DOWN> to select volume 1-5. The current setting is shown. When you end the call, the setting will remain at the last selected level.

4.5 Mute a Call
You can talk to someone nearby without letting the caller hear you during a call.
During a call:
Press <C/﹢> to mute the microphone and "*MUTED*" will display on the LCD.
Your caller cannot hear you. Press <C/﹢> again to unmute the microphone.

4.6 To Turn the Handset Ringer Off
In idle, press and hold the <#> key to turn off the handset ringer.
The ringer off icon <▮> will be displayed on the LCD.
When the ringer is off, press and hold the <#> key to turn the ringer back on.
Note: The display will still indicate an incoming call, even if the ringer is turned off.

4.7 Turn on the Keypad Lock
In idle, press and hold the <*> key to lock the keypad lock. The keypad lock icon < 🔒 > will be displayed on the LCD.
Note: You can still use the <TALK ON> key to answer a call when the handset is ringing.
When the keypad is locked, press and hold the <*> key to unlock it.

4.8 Redial the last number
You can redial any of the 5 last numbers called. If you have stored a name in the phonebook to go with the number, the name will be displayed instead.
The most recent last number will display at the top of the redial list.
4.8.1 Redial a Number from the Redial List
1. In idle mode, press <DOWN> to access the redial list.
Note: If the redial entry shows a name, press the <#> key to view the number.
2. Press <UP/DOWN> to browse the redial list.
3. Press <TALK ON> or <SPEAKERPHONE> to dial the selected redial number.
Note: If there are no numbers in the redial list, the display shows "*EMPTY* "
4.8.2 Store a Redial Number into the Phonebook
1. Follow Steps 1 and 2 in section 4.8.1.
2. Press <MENU> and <UP/DOWN> to select **ADD TO PB.**
3. Press <MENU/OK> and then enter the name you want to use in your Phonebook.
4. Press <MENU/OK> and then modify the number, if necessary.
5. Press <MENU/OK> to show MELODY 1.
6. Press <UP/DOWN> to browse the melody list. The respective melody will be played when browsing the melody list. (Note: the selected ring tone will only be played if you subscribe to Caller Display and the incoming number matches the stored number.)
7. Press <MENU/OK> to confirm the selected melody and to save the entry.

4.8.3 Delete a Redial Number
1. Follow Steps 1 and 2 in section 4.8.1.
2. Press <MENU/OK> and <UP/DOWN> to select **DELETE**.
3. Press <MENU/OK> to confirm, and the entry will be deleted.
4.8.4 Delete all Redial List entries
1. Follow Steps 1 and 2 in section 4.8.1.
2. Press <MENU/OK> and <UP/DOWN> to select **DELETE ALL.**
3. Press <MENU/OK> to show CONFIRM?
4. Press <MENU/OK> again to confirm. All entries will be deleted and the display will show EMPTY.

4.9 Find the Handset
You can locate the handset by pressing <PAGE> on the base station. All the handsets registered to the base will produce the paging tone and show PAGING on the LCD. You can stop the paging by pressing <TALK ON>/ <TALK OFF> / <C/MUTE> on any handset or <PAGE> on the base again.
Note: if there is an incoming call during paging, the phone will ring with the incoming call instead of paging.

4.10 Make an Internal Call (Only available on multi-handset systems.)
This feature is only applicable when there are at least two registered handsets. It allows you to make internal calls, transfer external calls from one handset to another handset and make conference calls. If the called handset is not answered within 60 seconds, the called handset will stop ringing and the calling handset will return to standby mode.
Note: If only one handset is registered to the base station, when <C/MUTE/INT> is pressed, it will display NOT POSSIBLE. "
4.10.1 Intercom Another Handset
1. In idle mode, press <C/MUTE/INT> and all the other registered handset numbers will display, along with a "0".
2. Enter the number of the handset that you want to call, or enter <0> to call all handsets.
3. The called handset rings. Press <TALK ON> on the called handset to establish the internal call.
Note: If only two handsets are registered to the base station, pressing <C/MUTE/INT> will call the other handset immediately.
Note: If there is an external call while your are on an intercom call, you'll hear warning beeps, and will have to end the intercom call before you can answer the external call.
4.10.2 Call All Handsets
1. In idle mode, press <C/MUTE/INT> and the registered handset numbers will display.
2. Press <0> to ring to all registered handsets.

4.10.3 Transfer an External Call to another handset
During an external call :
1. Press <MENU/OK> and <UP/DOWN> to select **INTERCOM**.
2. Press <MENU/OK> to show all the other registered handset numbers, plus "0". Enter the number for the handset you want to transfer the call to.
3. The external call is put on hold automatically and the called handset rings.
4. Press <TALK ON> on the called handset to establish an internal call.
5. Press <TALK OFF> on the calling handset or put the calling handset on the charging cradle to end the current call with the external party.
6. The external call is transferred to the called handset.
Note: If the other handset has not answered the intercom call, you can stop the intercom and return to the external call by pressing <TALK OFF> at any time.
If the other handset does not answer the intercom call within 60 seconds, the intercom will stop and you will return to the external call automatically.
4.10.4 Make a 3-way Conference Call
The conference call feature allows one external call to be shared with two handsets (in intercom). The three parties can share the conversation and no additional network subscription is required.
During an external call :
1. Follow Steps 1 to 4 in section 4.10.3.
2. Press and hold the <*> key on the calling handset to establish the conference call.
Either handset can end the conference by pressing <TALK OFF>, leaving the other handset still connected to the external call.

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5 PRIVATE PHONEBOOK
Each handset can store up to 20 private phonebook entries with names and numbers. Each phonebook entry can have a maximum of 20 digits for the phone number and 12 characters for the name. You can also select different ringtones for your phonebook entries. (Note: the different ringtones only play if you subscribe to Caller Display and the incoming number matches the stored number.)
Phonebook entries are stored alphabetically by name.
5.1 Add a New Phonebook Entry
From idle mode:
1. Press <PHONEBOOK> to access the phonebook.
OR Press <MENU/OK> and <UP/DOWN> to select **PHONEBOOK** and then press <MENU/OK> to access the phonebook.
2. Press <MENU/OK> to show **ADD**.
3. Press <MENU/OK> and then enter the name.
4. Press <MENU/OK> and then enter the number.
5. Press <MENU/OK> and <UP/DOWN> to select the desired ringtone for your phonebook entry.
6. Press <MENU/OK> to store the phonebook entry.
5.2 Search for a Phonebook Entry
From idle mode:
1. Press <PHONEBOOK> to access the phonebook.
2. Enter the first letter of the name using the alphanumeric keys (e.g. if it begins with C, press the 2 key three times), and then press <UP/DOWN> to scroll to the entry you want.
5.3 View a Phonebook Entry
From idle mode:
1. Press <PHONEBOOK> to access the phonebook.
2. Press <UP/DOWN> to select the desired phonebook entry.
3. Press <MENU/OK> and <UP/DOWN> to show **VIEW**.
4. Press <MENU/OK> and <UP/DOWN> to review the name, number and melody of the selected phonebook entry.
Note: If number is more than 12 digits, press <LEFT SOFT KEY> or <RIGHT SOFT KEY> to view the remaining digits.
5.4 Edit a Phonebook Entry
From idle mode:
1. Press <PHONEBOOK> to access the phonebook.
2. Press <UP/DOWN> to select the desired phonebook entry.
3. Press <MENU/OK> and <UP/DOWN> to show **EDIT**.
4. Press <MENU/OK> to display the current name.
5. Edit the name using the <C/MUTE/INT> key to delete letters, and press <MENU/OK> to confirm the name.
6. Edit the number using the <C/MUTE/INT> key to delete numbers, and press <MENU/OK> to confirm the number.
7. Press <UP/DOWN> to select the ringtone and press <MENU/OK> to confirm.

5.5 Delete a Phonebook Entry
From idle mode:
1. Press <PHONEBOOK> to access the phonebook.
2. Press <UP/DOWN> to select the phonebook entry you want to delete.
3. Press <MENU/OK> and <UP/DOWN> to show **DELETE**.
4. Press <MENU/OK> to confirm, and the entry will be deleted.

5.6 Delete All Phonebook Entries
1. Press <PHONEBOOK> to access the phonebook.
2. Press <MENU/OK> and <UP/DOWN> to show **DELETE ALL**.
3. Press <MENU/OK> to show CONFIRM?.
4. Press <MENU/OK> to confirm. All entries will be deleted and the display will show EMPTY.

5.7 Check the Phonebook Usage
You can check how many phonebook entries are stored in your handset and how many spaces are available for you to show in the phonebook.
1. Press <PHONEBOOK> to access the phonebook.
2. Press <MENU/OK> and <UP/DOWN> to show **PB STATUS**.
3. Press <MENU/OK> to display how much of the phonebook is being used, for example <14/20> means 14 entries are stored out of the total of 20 available spaces.

6 CALLER DISPLAY (NETWORK DEPENDENT)
This feature is available if you have subscribed the Caller Line Identification service with your network service provider. Your phone can store up to 10 received calls with date/time information in the Call List. The number will be shown on the screen when the phone is ringing. If the number matches with one of the entries in your Private Phonebook, the caller's name stored in the private phonebook will be displayed alternately with the number and the handset will ring with the melody associated with the phonebook entry.

If the call is from someone who withheld their number, e.g. by dialling 141, WITHHELD will display.
If the call is from someone whose number is unavailable, e.g. an international call or from a private exchange, OUT OF AREA will display.
If you've got new Caller Display records, the handsets will display X NEW CALLS in standby mode where X is the number of new calls. The new calls indication will remain until all the new call records have been viewed, and each handset has to clear its own new calls.

6.1 View the Call List
All received calls are saved in the Call List with the latest call at the top of the list. When the call list is full, the oldest call will be replaced by a new call. Any unanswered calls which have not been viewed are marked with a <*> icon at the centre of the bottom line of the display.
1. Press <UP> to access the call list.
OR Press <MENU/OK> and <UP/DOWN> to show **CALL LIST**, and then press <MENU/OK> again.
2. Press <UP/DOWN> to select the desired entry.
3. Press <#> to view the caller's number if applicable.
4. Press <MENU/OK> then <UP/DOWN> to show **DETAILS**, and then <MENU/OK> to display the date and time of the call, and press <MENU/OK> to return to the name or number.

6.2 Store a Call List Number into the Phonebook
1. Follow Steps 1 and 2 in Section 6.1.
2. Press <MENU/OK> and <UP/DOWN> to show **ADD TO PB**.
3. Press <MENU/OK> and then enter the name.
4. Press <MENU/OK> and the selected call list number is displayed.
5. Edit the number if necessary.
6. Press <MENU/OK> and <UP/DOWN> to select the melody.
7. Press <MENU/OK> to store the entry in the Phonebook, and return to the Call List.

6.3 Delete an entry from the Call List
1. Follow Steps 1 and 2 in Section 6.1.
2. Press <MENU/OK> and <UP/DOWN> to show **DELETE**.
3. Press <MENU/OK> to confirm.

6.4 Delete all Call List entries
1. Follow Steps 1 and 2 in Section 6.1.
2. Press <MENU/OK> and <UP/DOWN> to show **DELETE ALL**.
3. Press <MENU/OK> to display CONFIRM?.
4. Press <MENU/OK> to confirm. All entries will be deleted and the display will show EMPTY.

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7 PHONE SETTINGS
Your phone comes with a selection of settings that you can change to personalise your phone the way you like it to work.

7.1 Date and Time Settings
If you subscribe to the Caller Display service, the time and date settings will be updated automatically when you receive an incoming call, although you may need to set the correct year.
Otherwise you will need to set the correct time and date so that the you know when you received answering machine messages, or if you want to display the time in standby mode.

7.1.1 Change the Date Format
1. Press <MENU/OK> and <UP/DOWN> to show **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to show **DATE & TIME**.
3. Press <MENU/OK> and <UP/DOWN> to show **DATE FORMAT**.
4. Press <MENU/OK> and then <UP/DOWN> to choose a date format of either DD-MM-YY or MM-DD-YY.
5. Press <MENU/OK> to confirm your choice.

7.1.2 Change the Time Format
1. Press <MENU/OK> and <UP/DOWN> to show **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to show **DATE & TIME**.
3. Press <MENU/OK> and <UP/DOWN> to show **TIME FORMAT**.
4. Press <MENU/OK> and then <UP/DOWN> to choose a time format of either 12HR or 24HR.
5. Press <MENU/OK> to confirm your choice.

7.1.3 Set the Time
1. Press <MENU/OK> and <UP/DOWN> to show **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **DATE & TIME**.
3. Press <MENU/OK> and <UP/DOWN> to select **SET TIME**.
4. Press <MENU/OK> and then enter the time information in 24 hour format.
5. Press <MENU/OK> to confirm your setting.
Note: If time has been set before, the current time will display, otherwise, "HH:MM" will display.

7.1.4 Set the Date
1. Press <MENU/OK> and <UP/DOWN> to select **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **DATE & TIME**.
3. Press <MENU/OK> and <UP/DOWN> to select **SET DATE**.
4. Press <MENU/OK> and then enter the date information in the format you set in Section 7.1.1.
5. Press <MENU/OK> to confirm your setting.
Note: If date has been set before, the current date will display, otherwise, "DD-MM-YY" will display.

7.2 Alarm Settings
You can set an alarm time on this phone. When an alarm is set, the alarm icon <☎> is shown on the handset display. When the alarm time is reached, the alarm icon <☎> and "ALARM ON" flash on the handset display, and the alarm tone rings for 45 seconds. You can press any key to disable the alarm. If the snooze function is activated, the alarm will sound again at the end of the snooze period of seven minutes. You can also press any key or press and hold <TALK OFF> while the alarm is sounding, to stop the alarm and turn off the snooze function.
Note:
a. A key press will still disable the alarm even if the handset keypad is locked when the alarm rings.
b. The alarm volume level is the same as the settings of the handset ringer volume.
If the handset ringer is set to **VOLUME OFF**, the alarm still sounds at **VOLUME 1** level.
c. During an external call or internal call, if an alarm is set and when the alarm time is reached, the <☎> and "ALARM ON" will still flash. An alarm tone will be emitted from the earpiece to alert the user the alarm time is reached.
Once the user presses any key or presses and holds <TALK OFF> to disable the alarm, the display will revert to the call duration.
d. During paging or ringing, the alarm will not sound when the alarm time is reached. However, if the snooze function is enabled and there is no paging or ringing, the alarm will sound again at the end of the snooze period.

7.2.1 Turn on/off the Alarm
1. Press <MENU/OK> and <UP/DOWN> to show **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to show **ALARM**.
3. Press <MENU/OK> and <UP/DOWN> to show **ON/OFF**.
4. Press <MENU/OK> to confirm your choice.
Note: If ON is selected, you will be prompted to set the alarm time.

7.2.2 Set the Alarm Time (if the Alarm is set to On)
1. Follow Steps 1 to 4 in Section 7.2.1.
2. Enter the alarm time in 24 hour format.
3. Press <MENU/OK> to display SNOOZE.
4. Press <MENU/OK> and <UP/DOWN> to show **ON** or **OFF**.
5. Press <MENU/OK> to confirm your setting.

7.3 Handset Settings
7.3.1 Set the Ringer Melody for Internal Calls
1. Press <MENU/OK> and <UP/DOWN> to select **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **RING SETUP**.
3. Press <MENU/OK> and <UP/DOWN> to select **INT RING**.
4. Press <MENU/OK> and <UP/DOWN> to select ringer melody you want to hear for internal calls.
Note: There are 10 ringer melodies, and each will play as you step through the list.
5. Press <MENU/OK> to confirm.

7.3.2 Set the Ringer Melody for External Calls
1. Press <MENU/OK> and <UP/DOWN> to select **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **RING SETUP**.
3. Press <MENU/OK> and <UP/DOWN> to select **EXT RING**.
4. Press <MENU/OK> and <UP/DOWN> to select ringer melody you want to hear for external calls.
Note: There are 10 ringer melodies, and each will play as you step through the list.
5. Press <MENU/OK> to confirm.

7.3.3 Set the Ringer Volume
1. Press <MENU/OK> and <UP/DOWN> to select **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **RING SETUP**.
3. Press <MENU/OK> and <UP/DOWN> to select **RING VOLUME**.
4. Press <MENU/OK> and <UP/DOWN> to select the desired ringer volume (a total of 6 ringer volume levels including **VOLUME OFF**).
Note: The respective ringer volume will be played during your selection.
If **VOLUME OFF** is selected, the ringer off icon < > will be displayed after confirming.
5. Press <MENU/OK> to confirm.

7.3.4 Set Alert Tones
Three different alert tones are set on by default, but can be turned off, if desired.
Key Tone - a single beep is emitted when you press a key.
Low Battery Tone - emitted while you are talking on the phone to alert you that you need to charge the handset batteries.
Out of Range Tone - emitted while you are talking on the phone to alert you to move closer to the base unit, before the call is lost.
1. Press <MENU/OK> and <UP/DOWN> to select **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **TONE SETUP**.
3. Press <MENU/OK> and <UP/DOWN> to select **KEY TONE / BATTERY TONE / OUT OF RANGE**.
4. Press <MENU/OK> and <UP/DOWN> to turn these tones ON or OFF.
5. Press <MENU/OK> to confirm.

7.3.5 Set the Handset Language
The language used on the handset display may be changed from English, if required.
1. Press <MENU/OK> and <UP/DOWN> to select **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **LANGUAGE**.
3. Press <MENU/OK> and <UP/DOWN> to select the desired language.
4. Press <MENU/OK> to confirm.

7.3.6 Rename the Handset
The handset name, displayed in the standby mode (default HANDSET), can be changed to any other name of up to 10 letters.
1. Press <MENU/OK> and <UP/DOWN> to select **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **RENAME HS**.
3. Press <MENU/OK> and enter the new name, of up to 10 letters, for your handset.
4. Press <MENU/OK> to confirm.

7.3.7 Choose the Information to be Displayed in Idle
You can choose to display the time or handset name on your idle screen.
1. Press <MENU/OK> and <UP/DOWN> to select **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **HS DISPLAY**.
3. Press <MENU/OK> and <UP/DOWN> to select **HANDSET NAME** or **TIME**.
4. Press <MENU/OK> to confirm.

7.3.8 Set the Auto Answer
If you turn on the Auto Answer, you answer a call automatically by just lifting the handset off the base or charger, without having to press any key.
1. Press <MENU/OK> and <UP/DOWN> to select **HS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **AUTO ANSWER**.
3. Press <MENU/OK> and <UP/DOWN> to turn ON or OFF the auto answer feature.
4. Press <MENU/OK> to confirm.

7.4 Base Settings
7.4.1 Set the Base Ringer Melody
1. Press <MENU> and <UP/DOWN> to select **BS SETTINGS**.
2. Press <OK> and <UP/DOWN> to select **BS RINGER**.
3. Press <OK> and <UP/DOWN> to select the desired melody you want from a choice of 5.
Note: The respective ringer melody will be played while browsing the melody list.
4. Press <OK> to confirm.

7.4.2 Set the Ringer Volume
1. Press <MENU> and <UP/DOWN> to select **BS SETTINGS**.
2. Press <OK> and <UP/DOWN> to select **RING VOLUME**.
3. Press <OK> and <UP/DOWN> to select the desired ringer volume (a total of 6 ringer volume levels including **VOLUME OFF**).
Note: The respective ringer volume will be played during your selection.
4. Press <OK> to confirm.

7.4.3 De-register a Handset
This operation should only be necessary if one of your handsets becomes faulty or lost and needs to be replaced.
You will need to enter the 4-digit system PIN (default PIN is 0000) in order to de-register a handset from the base station. A de-registered handset will have the antenna flashing and REGISTER on the display.
Note: You cannot de-register the handset that you are currently using.
1. Press <MENU/OK> and <UP/DOWN> to select **BS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **DELETE HS**.
3. Press <MENU/OK> and the display shows PIN?----
4. Enter the 4-digit system PIN.
5. Press <MENU/OK> and the first handset number is displayed.
6. Press <UP/DOWN> to step through the list of registered handsets, and select the number of the handset you want to de-register.

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7. Press <MENU/OK> to confirm, and the chosen handset will be de-registered from the base.

7.4.4 Change the dial mode
You should normally leave the dialling mode at its default setting of TONE (also called DTMF) unless the phone is connected to an old exchange that only recognises **PULSE** dialling.
*Note: If PULSE dialling is set, you can press the * key to switch to TONE dialling for the rest of that call.*
1. Press <MENU> and <UP/DOWN> to select **BS SETTINGS**.
2. Press <OK> and <UP/DOWN> to select **DIAL MODE**.
3. Press <OK> and <UP/DOWN> to select **TONE** or **PULSE** (The current setting is indicated by an asterisk to the right).
4. Press <OK> to confirm.

7.4.5 Change the Recall (Flash) Time
You may need to change the recall (flash) time if your phone is connected to a PBX. The recall time options are SHORT (the default value of 100ms), MEDIUM (300ms) or LONG (600ms).
1. Press <MENU/OK> and <UP/DOWN> to select **BS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to select **FLASH TIME**.
3. Press <MENU/OK> and <UP/DOWN> to select your desired recall (flash) time (**SHORT, MEDIUM, LONG**).
4. Press <MENU/OK> to confirm.

7.4.6 Change the System PIN Code
A 4-digit system PIN code is used for changing the system settings of the base station. It is used to protect your phone against unauthorised use. The default system PIN code is 0000.
1. Press <MENU/OK> and <UP/DOWN> to show **BS SETTINGS**.
2. Press <MENU/OK> and <UP/DOWN> to choose **CHANGE PIN**.
3. Press <MENU/OK> and the display shows PIN?----
4. Enter the old system PIN.
5. Press <MENU/OK>, to display NEW PIN?----, and enter your new 4-digit system PIN.
6. Press <MENU/OK>, to display CONFIRM?----, and enter your new 4-digit system PIN again.
Note: If the new PIN entered in Step 6 is not the same as the new system PIN entered in Step 5, you must enter your new PIN at step 5 again.
7. Press <MENU/OK> to confirm.

7.5 Registration
IMPORTANT: When you purchase a Symphony 3325 system, all handsets are already registered to your base, so you do not need to register them.
Handset registration is only necessary when you buy extra handsets or if a handset has become faulty.
You can register additional handsets to have up to 5 handsets per base unit, with each handset's number (1 to 5) shown on its display.
Each handset can only be registered to one base, and will lose its registration to base if you register it to another base.
1. Press and hold the PAGE icon < > icon on the base station for more than five seconds, to put the base station into registration mode. It will stay in registration mode for about 1 minute, so the following handset sequence must be completed within this time.
2. Press <MENU/OK> and <UP/DOWN> to select **REGISTRATION**.
3. Press <MENU/OK> to display PIN?----.
4. Enter the 4-digit system PIN (default is 0000).
5. Press <MENU/OK> to confirm, and the display will show SEARCHING.
If the handset registration is successful, you will hear a confirmation tone and the antenna icon <"Y"> will stop flashing. The handset will automatically be allocated the next available handset number. This handset number is shown in the handset display in standby mode. If the handset registration is unsuccessful, the antenna icon <"Y"> will still flash.

7.6 Reset Your Phone
You can reset your phone to the default settings. After a reset, all your personal settings, including your PIN numbers, the redial list and call list entries will be deleted and all answering machine messages will be erased, but your phonebook remains unchanged.
1. Press <MENU/OK> and <UP/DOWN> to select **DEFAULT**.
2. Press <MENU/OK> to display PIN?----.
3. Enter the 4-digit system PIN (default is 0000).
4. Press <MENU/OK> to show CONFIRM?, if the PIN has been accepted.
5. Press <MENU/OK> again to confirm the reset.

8 ANSWERING MACHINE
Your phone includes a telephone answering machine that records unanswered calls when it is on. New messages are indicated by the TAM icon < > flashing on the handset display.
The answering machine can store up to 59 messages within the maximum recording time of up to 15 minutes, depending on the compression rate set (see section 8.5.7).

As well as recording incoming messages, you can record memos for other users of your phone. If the answering machine memory is full, the Handset will display TAM FULL alternately with the handset's name or time, depending on the handset standby display mode set (see section 7.3.7), and you will have to delete some messages before any new ones can be recorded.
Some answering machine functions can be operated from the base, including playing messages and turning the answering machine on or off. See section "3.2 Base Station with Telephone Answering Machine (TAM) Control" for further details. The answering machine can also be controlled and set up using the handset menu functions, as below:

8.1 Turn On/Off the Answering Machine
You can turn the answering machine on or off using the handset. When the answering machine is set to ON, calls will be answered after the set answer delay and, if the Answer and Record mode is set, the caller can then leave you a message. When the answering machine is set to OFF, calls will be answered after 14 rings and the answer only message will be played to your callers.
They will not be able to leave you a message.
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM ON/OFF**.
3. Press <MENU/OK> and <UP/DOWN> to select **ON** or **OFF**.
4. Press <OK> to confirm.
➢ If the answering machine is set to ON, the TAM icon < > displays on the handset LCD.
➢ If the answering machine is set to OFF, the TAM icon < > will not appear on the handset LCD.

8.2 Listen to the Messages in the Answering Machine
When new messages are recorded on the answering machine, the TAM icon < > flashes on the handset display until all the new messages are played.
Old messages will be played after all new messages are played completely.
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **MSG PLAYBACK**.
3. Press <MENU/OK> to start message playback through the handset loudspeaker, and the screen displays the date and time of the message received.
➢ Press <SPEAKERPHONE> to play the messages through the handset earpiece.
Note: The STAR icon <> is displayed at the bottom of the LCD to indicate that it is a new message. When a message has been played, the STAR icon <*> will disappear and will not be shown if you listen to that message again.*
Note: If there are no messages the handset display will briefly show "00-00 00-00" then return to MSG PLAYBACK.

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4. During message playback, press <UP> or <DOWN> to increase or decrease the message playback volume respectively.
Note: After a new message is played, it will be saved as an old message automatically unless it is deleted.
5. Press <MENU/OK> then <UP/DOWN> to select **STOP, FORWARD, PREVIOUS, DELETE** to perform the following functions during message playback.
STOP: Stop the current message playback and return to the **PLAYBACK** menu.
FORWARD: Skip to play the next message. The date or time information of the next message will display if there is another message.
PREVIOUS: Repeat playing the current message from the beginning. The date or time information of the current message will display.
DELETE: Delete the current message and start playing the next message.
6. Press <MENU/OK> to confirm.
Note: Alternatively, you can use the following shortcut keys to control different operations during message playback.
Press <Key 5> to stop message playback.
Press <Key 4> once to repeat playing the current message from the beginning.
Press <Key 4> twice to skip back to play the previous message.
Press <Key 6> to skip to play next message.
Press <Key 2> to delete the current message playing, and start playing the next message.

8.3 Delete All Messages in the Answering Machine
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **DELETE ALL**.
3. Press <MENU/OK> to show CONFIRM?
4. Press <MENU/OK> to delete all old messages.
Note: The display briefly shows EMPTY and then returns to DELETE ALL.

8.4 Record Memo
You can record your memos for another user. When you record a memo, the message counter will increase by one and the message can be played back in the same way as answering machine messages. Memo recording can still function even when the answering machine is turned off.
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **MEMO**.
3. Press <MENU/OK> to start recording and "RECORDING" is displayed.
4. Press <MENU/OK> to stop memo recording. The display shows PLAYING and the memo is played back. Press <MENU/OK> or let it finish playing to save the memo.
OR
4. Press <C> at any time during RECORDING or PLAYING to stop memo recording without saving and return back to **ANS. MACHINE** menu.

8.5 Answering Machine Settings
You can use the **TAM SETTINGS** menu in the handset to change the settings of your answering machine.

8.5.1 Set the Answer Mode
By default, the answer machine is set in **ANS & REC** mode which allows callers to leave a message. This mode can be changed to **ANSWER ONLY** which does not allow callers to leave a message. In that case, your callers will be prompted to call back later.
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM SETTINGS**.
3. Press <MENU/OK> and <UP/DOWN> to select **ANSWER MODE**.
4. Press <MENU/OK> and <UP/DOWN> to select **ANS & REC** or **ANSWER ONLY**. (The currently selected option is indicated with a *.)
5. Press <MENU/OK> to confirm.

8.5.2 Set the Outgoing Message (OGM) Language
The answering machine announces the outgoing message (OGM) when it answers a call.
There is a pre-set OGM for each of **ANS & REC** mode or **ANSWER ONLY** mode, which can be in English or French (FRANCAIS) on this model.
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM SETTINGS**.
3. Press <MENU/OK> and <UP/DOWN> to select **OGM SETTINGS**.
4. Press <MENU/OK> and <UP/DOWN> to select **TAM LANGUAGE**.
5. Press <MENU/OK> and <UP/DOWN> to select ENGLISH or FRANCAIS.
6. Press <MENU/OK> to confirm.

8.5.3 Record Your Own Outgoing Message (OGM)
You can record your own OGM for **ANS & REC** mode or **ANSWER ONLY** mode. When you record your own OGM, it will be used when the answering machine answers the call. If your personalised OGM is deleted, the pre-set OGM will be restored automatically.
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM SETTINGS**.
3. Press <MENU/OK> and <UP/DOWN> to select **OGM SETTINGS**.
4. Press <MENU/OK> and <UP/DOWN> to select **ANS & REC** or **ANSWER ONLY**.
5. Press <MENU/OK> and <UP/DOWN> to select **RECORD MESS.**
6. Press <MENU/OK> to start recording your personalised OGM and "RECORDING" is displayed on the screen.
7. Press <MENU/OK> to stop recording your personalised OGM. Your new OGM will playback automatically.
Note: Press <C> at any time during the recording or playing back to return to the previous screen without saving the personalised OGM.

8.5.4 Playback and Delete the Outgoing Message (OGM)
You can listen to your own personalised OGM or the pre-set OGM for **ANS & REC**

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mode or **ANSWER ONLY** mode or your personalised OGM or record a new one at any time. Please note that the pre-set OGM cannot be deleted.

8.5.4.1 Playback the OGM
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM SETTINGS**.
3. Press <MENU/OK> and <UP/DOWN> to select **OGM SETTINGS**.
4. Press <MENU/OK> and <UP/DOWN> to select **ANS & REC** or **ANSWER ONLY**.
5. Press <MENU/OK> and <UP/DOWN> to select **PLAYBACK**.
6. Press <MENU/OK> to play your current OGM and **"PLAYING OGM"** is displayed on the screen.
7. Press <MENU/OK> to stop the OGM playback or let it finish playing and return to the previous menu.

8.5.4.2 Delete Your Personalised OGM
1. Repeat Steps 1 to 6 in Section 8.5.4.1
5. Press <C> while the OGM is playing to delete your personalised OGM and return to previous menu with the pre-set OGM restored automatically.
Note: If a pre-set OGM is playing, you are not allowed to delete it, so pressing <C> will just stop the playback and return to the previous menu.

8.5.5 Set the Answer Delay
You can set the number of rings before the answering machine answers and starts playing your OGM. You can set the answering machine to answer after two to eight rings or **TIME SAVER**. If TIME SAVER is set, the answering machine will answer after 6 rings if there are no new messages already recorded, or after 2 rings if there is a new message, so if you call in for remote access and it doesn't answer after 2 or 3 rings, you can hang up and save on call charges.
Note: If your network voice messaging service (e.g. BT 1571) is enabled, you will need to set the ring delay on your Symphony 3325 to less than 6 rings, otherwise the network service will answer and record incoming calls, and prevent the Symphony 3325 from recording them.
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM SETTINGS**.
3. Press <MENU/OK> and <UP/DOWN> to select **ANSWER DELAY**.
4. Press <MENU/OK> and <UP/DOWN> to select from 2 RINGS, 4 RINGS, 6 RINGS, 8 RINGS or TIME SAVER. (The currently selected option is indicated with a *.)
5. Press <MENU/OK> to confirm.

8.5.6 Set the Maximum Recording Time for Incoming Messages
You can set the maximum length of the recording time of the incoming messages to be either 60 seconds, 120 seconds, 180 seconds or unlimited (up to the total recording time available).

Keys	Functions	
	While message is not playing	While message is playing
2		Delete the current message playing
4		Repeat playing the current message from the beginning. Press twice to skip backward to play the previous message
5	Play the message	Stop the current message playback
6		Skip to play the next message
7	Turn on of the answering machine	
8		
9	Turn off the answering machine	Stop the current message playback

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1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM SETTINGS**.
3. Press <MENU/OK> and <UP/DOWN> to select **RECORD TIME**.
4. Press <MENU/OK> and <UP/DOWN> to select from 60 S, 80 S, 120 S, or UNLIMITED (The currently selected option is indicated with a *.)
5. Press <MENU/OK> to confirm.

8.5.7 Change the Compression Rate
Three different compression rates (**HIGH, MEDIUM** and **LOW**) are provided for you to select different quality levels of recording incoming message. The lower the compression rate, the higher the recording quality level attained, but the shorter the total recording time available. (LOW=8 minutes, MEDIUM=11 minutes, HIGH=15 minutes, approximately.)
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM SETTINGS**.
3. Press <MENU/OK> and <UP/DOWN> to select **COMPRESSION**.
4. Press <MENU/OK> and <UP/DOWN> to select your desired compression rate. (The currently selected option is indicated with a "*".)
5. Press <MENU/OK> to confirm.

8.5.8 Activate Remote Access
Your phone lets you check your messages or remotely operate your answering machine, by calling the answering machine when you are away from home and then entering a 4-digit remote access PIN from a tone-dialling phone. The 4-digit remote access PIN code is used to prevent other people from unauthorised access of your answering machine.

8.5.8.1 Change the 4-Digit Remote Access PIN
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM SETTINGS**.
3. Press <MENU/OK> and <UP/DOWN> to select **CHANGE PIN**.
4. Press <MENU/OK> to show PIN?----, then enter the Old PIN. (Default Remote Access PIN is 0000).
5. Press <MENU/OK> to show NEW PIN?----, and enter your new 4-digit PIN.
6. Press <MENU/OK> to show CONFIRM?----, and then enter the New PIN again.
Note: If the new PIN entered in Step 6 is not the same as the new system PIN entered in Step 5, you must enter your new PIN at step 5 again.
7. Press <MENU/OK> to confirm.

8.5.8.2 Activate or Deactivate the Remote Access
The Remote Access is activated by default, but you can deactivate it to prevent any external access.
1. Press <MENU/OK> and <UP/DOWN> to select **ANS. MACHINE**.
2. Press <MENU/OK> and <UP/DOWN> to select **TAM SETTINGS**.
3. Press <MENU/OK> and <UP/DOWN> to select **REMOTE ACC.**
4. Press <MENU/OK> and <UP/DOWN> to select **ON** or **OFF** to turn the remote access on or off, respectively. (The currently selected option is indicated with a "*".)
5. Press <MENU/OK> to confirm.

8.5.8.3 Access Your Answering Machine Remotely
You can ring your Symphony 3325 from another tone-dialling phone to switch the answering machine on or off, and/or listen to your messages remotely.
1. Place a call from a tone-dialling phone to your Symphony 3325.
2. When the answering machine answers the call and starts playing the OGM, press the <*> key.
3. Enter the 4-digit Remote Access PIN. If the PIN is accepted, a long beep is played. If the PIN is not accepted then short beeps are played.
*Note: The * must be entered while the OGM is still playing, the OGM will stop, and the 4-digit PIN should follow without any delays.*
Note: If the 4-digit Remote Access PIN is entered incorrectly three times consecutively, the line will be released automatically.
4. Press the following keys to carry out your desired function.

Keys	Functions	
	While message is not playing	While message is playing
2		Delete the current message playback
4	Replay the message	Skip to repeat the current message from the beginning. Press twice to skip backward to the previous message.
5	Play the message	Stop the current message playback
6	Turn on the answering machine	Skip to play the next message
9	Turn off the answering machine	Stop the current message playback

Note: If your answering machine is switched off, the phone will answer the call after 14 rings. You can press <> and then enter the 4-digit remote access PIN (Default Remote Access PIN is 0000) to activate the remote access feature.*
When your answering machine memory is full and the answer mode is **ANS & RECORD** mode, the answer mode will change to **ANSWER ONLY** automatically and will not allow callers to leave messages, but will still answer incoming calls after the pre-set number of rings.
It will change back to **ANS & RECORD** mode automatically after some messages have been deleted.

8.5.9 Call Screening
Call Screening allows you to listen to the incoming caller on the answering machine, before deciding whether to take the call or leave the answering machine to record a message.
When the answering machine answers a call, the handset will display SCREEN?. Press <MENU/OK> to listen to the incoming caller through the handset earpiece, and the display will change to SCREENING.
At any time if you want to pick up the call, press <TALK ON> on the handset and the message recording will be stopped automatically, but any recording up to then will be saved.
If you don't want to pick up the call, you can press <SPEAKERPHONE> to listen through the handset loudspeaker, or press <C> to stop the screening and return the display to SCREEN?

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9 TROUBLESHOOTING
If you have difficulty with your phone, please try the suggestions listed below.

Problem	Causes	Solutions
No dialling tone when pressing <TALK ON> key	a. The connection cord of the base station is not plugged in. b. The adapter cord is not plugged in correctly to the base station. c. Another handset is using the base to make a call. d. Wrong telephone line cord	a. Check the connections. Unplug and plug back in the mains. b. Check that the telephone line cord has been plugged into the base station and the phone socket. c. Check the mains adapter is firmly plugged into the mains socket and into the base station. d. Wait until the line is unoccupied. e. Use the original line cord supplied.
When connected to a PBX, no and/or wrong connection after dialling.	Dialling prefix is needed.	Insert the dialling prefix.
"SEARCHING" is displayed	a. The handset is out of range. b. The handset is not registered to the base.	a. Move the handset nearer to the base. b. Connect base station to mains.
The call does not work.	Service not activated	Check your Subscription with network
No display	Empty battery	Recharge battery
Answering Machine		
The unit does not record new messages.	The answering machine is turned off.	Turn on the answering machine.
The caller cannot leave a message.	a. The answering machine is turned off. b. Message memory is full. c. Answer Only mode is set.	a. Turn on the answering machine. b. Erase unnecessary messages. c. Change to ANS & REC mode.
I cannot operate the answering machine remotely.	a. You are entering the wrong remote access code. b. You are pressing the dial keys too quickly. c. You are using a pulse telephone.	a. If you forget the remote access code, reset to the default setting. b. Press each key firmly. c. Try again using a touch tone phone
While recording an outgoing message or listening to messages, the unit rings and stops recording/playing	A call is being received.	Answer the incoming call and try again to record your out going message later.

This telephone is not equipped with a grounding function! Therefore some of the functions may be limited when used in PBX systems.
Technical Support
If the fault persists...
Disconnect all other instruments connected to the same line as the Symphony 3325 system and try to make a call. If the call now works the fault is with the other instruments.
Disconnect the base unit from the telephone line and plug a different phone into the master telephone socket.
Try making a call. If this works, the line is OK.
If the call does not work and you are using a two-way socket adapter, remove it and plug a telephone directly into the socket. If the call now works, the adapter may be faulty.

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10 DECLARATION OF CONFORMITY
We the manufacturer / Importer : Binatone Telecom Plc,
1 Apsley Way London, NW2 7HF
Declare under our sole responsibility that the following product
Type of equipment: Digital cordless telephone
Model Name: Symphony 3325 Series
Country of Origin: China
Brand: Binatone
complies with the essential protection requirements of R&TTE Directive 1999/5/EC on the approximation of the laws of the Member States relating to *Radio Spectrum Matters,* the Council Directive 2004/108/EC on the approximation of the laws of the Member Statesrelating to *electromagnetic compatibility (EMC)* and the European Community Directive 2006/95/EC relating to *Electrical Safety.*
Assessment of compliance of the product with the requirements relating to the essential requirements according to Article 3 R&TTE was based on Annex III of the Directive 1999/5/EC and the following standard:

Radio Spectrum:	EN 301406: V1.5.1 : 2003.
EMC:	EN 301489-6: V1.3.1 : 2008. EN 301489-6: V1.8.1 : 2008;
Electrical Safety:	EN 60950-1: 2006.

Manufacturer / Importer: 24 Jun 2010
(signature of authorized person) Date Signature

The conformity to the requirements is validated by the symbol.
NOTE: In compliance with Directive 2002/96/EC, when you purchase a product that comes with the symbol shown on the right, you are required to collect electrical and electronic equipment by separate waste collection and you cannot dispose of the product as normal waste.
This equipment and all its components, subsystems and consumable materials formed an integral part of this product and when you decide to dispose of them you have to take them to a local recycling centre for appropriate waste disposal, in compliance with the current regulations.
Details about the location of these centres can be obtained from your local authority.

Notes for battery disposal
Your product contains batteries covered by the European Directive 2006/66/EC, which cannot be disposed of with normal household waste.
Please be aware of the local rules on separate collection of batteries. The correct disposal of batteries helps to protect the environment and prevent health hazards.

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11 GUARANTEE AND SERVICE
The Symphony 3325 system is guaranteed for 12 months from the date of purchase shown on your sales receipt. This guarantee does not cover any faults or defects caused by accidents, misuse, fair wear and tear, neglect, faults on the telephone line, lightning, tampering with the equipment, or any attempt at adjustment or repair other than through approved agents.
Please keep your sales (till) receipt this is your guarantee.
You should also keep the original packaging material.
In the unlikely event that you need to return your Symphony 3325 system to our Repair Centre while it is under guarantee, there may be handling charge.
While the unit is under Guarantee
1. Disconnect the base unit from the telephone line and the mains electricity supply.
2. Pack up all parts of your Symphony 3325 system , using the original packaging.
3. Return the unit to the shop where you bought it, making sure you take your sales receipt.
4. Remember to include the mains adapter.
After the Guarantee has expired
If the unit is no longer under Guarantee follow these steps 1 and 2 as for repair under Guarantee. Then...
3. Call the Helpline on 0845 345 9677 (for UK only) and ask for a quotation of the repair charge and details of where to send your Symphony 3325 system for repair.
4. Make sure you include with your Symphony 3325 system.
➢ Your name and address
➢ A cheque or postal order for the value of the repair
➢ A brief description of the fault
5. Return your Symphony 3325 system to the address given by the Service Centre.
* This doesn't affect your statutory rights.