

# Model TC-945

## Preliminary Owner Guide

### INITIAL SETUP

#### INSTALLATION FOR CONNECTING TO A SINGLE 2-LINE WALL JACK

The TC-945 is designed to work with your existing telephone wiring, whether you have one or two telephone lines, or one or two wall jacks.

The drawings and instructions on this page describe the most common 2-line connection which connects your answering machine to two telephone lines using a single jack (RJ14).

If needed, set the WALL JACK CONNECTION SWITCH (located on the back of the unit) to "1 X RJ14."

Plug the TELEPHONE CORD that is attached to the back of the unit into your RJ14 2-LINE TELEPHONE WALL JACK.

Connect your 2-line telephone to the jack on the back of the unit labeled "TO TELEPHONE."

NOTE:

- If you connect a single-line telephone, it will only operate line 1.

Connect the AC ADAPTER PLUG into the AC ADAPTER OUTLET on the back of the unit. Loop the AC ADAPTER CORD through the AC ADAPTER CORD HOLDER to prevent accidental disconnection and protect messages from being erased.

Plug the AC ADAPTER into an ELECTRICAL WALL OUTLET. The indicators and display will flash.

#### CONNECTING TO TWO SINGLE-LINE WALL JACKS

If you have two separate wall jacks for two telephone lines, you may connect them to the TC-945 with two telephone cords.

Refer to page xx for connection instructions.

### Switch Settings

#### RING SELECT

The RING SELECT SWITCH is located on the back of the unit. The unit is shipped with this switch set to "4." Set to 2, 4 or TS (toll saver) according to the following:

1. When set to "2" the answering machine answers calls on the second or third ring.
2. When set to "4" the answering machine answers calls on the fourth or fifth ring.
3. When set to "TS" (toll saver) the answering machine helps eliminate unnecessary toll charges by letting you know if there are any new messages before it answers. When set to "TS" and you call in to retrieve messages from remote operation, the TC-945:
  - Answers on the second or third ring if there are new messages.
  - Answers on the fourth or fifth ring if there are no new messages.

When you call your machine to retrieve messages in remote operation, you will know there are no new messages if the unit does not answer by the third ring. Hang up before the fourth ring to avoid an unnecessary toll charge.

NOTE:

- The TONE/PULSE SWITCH setting sets both lines of the TC-945.

### 2 Line Connection Mode

#### RINGER VOLUME

The RINGER VOL (volume) SWITCH (located on the back of the unit) controls the ringer volumes for incoming calls on both lines. The RINGER VOL SWITCH is factory preset to "HI." Each line has unique ringer tones to allow you to differentiate between the two lines.

HI	=	Loud
LO	=	Suppressed volume
OFF	=	The ringers are turned off.

### TONE/PULSE SWITCH

This switch tells the CP-945 to dial out with either touchtone or pulse signals to match the service supplied by your local telephone company. The CP-945 is shipped with the TONE/PULSE SWITCH in the "TONE" position. If you have rotary or pulse service, set the switch to "PULSE" on the back of the base.

**TONE** = for touchtone systems  
**PULSE** = for rotary dialing or pulse systems  
 NOTE:

- The TONE/PULSE SWITCH setting sets both lines of the TC-945.

### SET RING TONES ON THE CORDLESS HANDSET

You can choose from one of four different ring tones for each line to help differentiate between line 1 and line 2 incoming calls on the handset.

1. While the handset is in Standby Mode (LINE 1 and LINE 2 INDICATORS are not lit on the handset), press the **VOLUME** button on the handset. You will hear a confirmation tone and the LINE 1 and LINE 2 INDICATORS will flash.
2. Press the **LINE 1** button on the handset. You will hear a simulated ring tone.
3. Continue pressing the **LINE 1** button until you hear a ring tone that you like.
4. To set the line 2 ring tone, press the **LINE 2** button on the handset. You will hear a simulated ring tone.
5. Continue pressing the **LINE 2** button until you hear a ring tone that you like.

NOTE:

- It is recommended that you choose two different ring tones, one for each line.

### SET VOICE TIME/DAY STAMP

Program the current time and day. The TC-945 will stamp each message received accordingly. The factory default setting of "Sunday 12:00 a.m." will appear in the display during initial installation and following a short power failure if a backup battery is not installed.

1. Press **TIME SET** (under the lid). You will hear "Sunday"
2. Press **ERASE/-** or **SAVE/+** to set the day. Pressing ERASE/- will reverse the day setting. Pressing SAVE/+ will advance the day setting.
3. Press **TIME SET** again. The current hour setting will flash in the display.
4. Using the base keypad, enter the current hour. It will appear in the display.
5. Press **TIME SET** again. The current minute setting will flash in the display.
6. Using the base keypad, enter the current minutes. It will be displayed.
7. Press **TIME SET** again. "AM" or "PM" will flash in the display.
8. Press **SAVE/+** to select a.m. or p.m.
9. Press **TIME SET** again. The current time will be displayed and announced.

All incoming messages, recorded memos and recorded conversations will be stamped with the correct time and day.

NOTES:

- If the time and day have not been set, all messages will be stamped with "Sunday 12:00 a.m."
- You must install a 9V battery to preserve the time and day during short power outages. See page XX for details.

### PROGRAMMING AND RECORDING GREETINGS

#### GREETINGS AND GREETING MODES

You can record one or two greetings and use one of three Greeting Modes as discussed on page XX.

## RECORD GREETINGS

To record Greeting 1 and Greeting 2:

1. Press **GREETING RECORD** (under the lid).  
You will hear *"Press one for greeting one. Press two for greeting two."*
2. Press **PLAY/PAUSE 1** (left side of the button). You will hear *"Record a new greeting one."*
3. When "RECORD" appears in the display, begin speaking clearly, 6-8" away from the microphone (lower right corner of machine). Your greeting must be at least 3 seconds long.
4. Press **GREETING RECORD** again to end the recording. Your recorded greeting will automatically replay.
5. To record Greeting 2, repeat steps 1-4 above except, in the second step, press **PLAY/PAUSE 2** (right side of button) to record Greeting 2.

### NOTE:

- The volume control does not affect the volume of the greeting that is played to callers over the phone line. It controls only the volume of the base speaker and speakerphone.

## CHECK GREETINGS

You can listen to any of your recorded greetings anytime.

1. Press **GREETING CHECK** (under the lid).  
You will hear *"Press one for greeting one. Press two for greeting two."*
2. Press **PLAY/PAUSE 1** or **PLAY/PAUSE 2** to select the desired greeting.  
The selected greeting will play.

### NOTE:

- If a greeting has not been recorded, you will hear the reminder announcement: *"Record a new greeting one (or two)." Callers will hear "Record new message after the tone" if Greeting 1 or 2 have not been recorded.*

## CHANGE GREETINGS MODE

You may change the Greeting Modes to play either Greeting 1 or Greeting 2 to callers on line 1 or line 2.

### CHANGE GREETING MODE FOR LINE 1:

1. Press **LINE** (under the lid) to select the line to set Greeting Mode. A voice prompt will announce the line.
2. Press **GREETING SELECT** (under the lid). The current greeting is displayed for line 1.
3. Press **SAVE/+** to select Greeting 1 or Greeting 2.
4. Press **GREETING SELECT** twice. The greeting selected will play to callers on the selected line and the display will return to normal.

### CHANGE GREETING MODE FOR LINE 2:

To select the greeting for line 2, repeat steps 1-4 above.

## PRE-RECORDED GREETING

If a greeting is not recorded, the caller will hear the following pre-recorded message *"Please record a message after the tone."*

## DISTINCTIVE RING ACTIVATION OF GREETINGS

You may play a different greeting to callers if you subscribe to a distinctive ring service for either line (you are assigned an additional telephone number for your current telephone line). For example, Greeting 1 can be played to line 1 calls (such as personal calls) which are received with a normal ring pattern and Greeting 2 can be played automatically to line 1 calls (such as business calls or calls for another individual) which are received with a distinctive ring pattern.

## SELECT GREETINGS FOR DISTINCTIVE RING:

1. Press **LINE** (under the lid) to select the line to set the Distinctive Ring Greeting Mode. A voice prompt will announce the line selection.
2. Press **GREETING SELECT** (under the lid). The current greeting (e.g., "GREETING 1") is displayed for calls received with the normal ring pattern.
3. Press **GREETING SELECT** again. dIS rnG will be displayed.
4. Press **SAVE/+** to select a greeting (e.g., "GREETING 2") for calls received with a distinctive ring pattern.
5. Press **GREETING SELECT** again. The selected greeting will play to line 1 or line 2 calls received with a distinctive ring pattern. The display will indicate the Distinctive Ring Mode is set by showing "&" between the "GREETING 1" and "2."

### ANNOUNCE ONLY FOR EACH LINE

The Announce Only feature allows you to play a greeting to provide callers with information such as business hours or instructions, without callers being able to record messages. Announce Only Greeting Mode can be set for one or both lines.

1. Press **LINE** (under the lid) to select LINE 1 or LINE 2. A voice prompt will announce the line selection.
2. Press **ANNC** (announce) under the lid. The Announce Only feature will be activated and "AO" (announce only) will appear in the display below the selected line.

#### NOTE:

- Memos and conversations can still be recorded at the machine when Announce Only is activated on either line or both lines.
- It is recommended that you inform callers in your greeting that the unit will not record messages.

### DEACTIVATE ANNOUNCE ONLY

1. Press **LINE** (under the lid) to select the line that is currently set to the Announce Only Mode.
2. Press **ANNC** (announce) under the lid to allow the TC-945 to record incoming messages on that line. "AO" (announce only) will disappear and the message count will reappear in the display.

#### NOTE:

- It is recommended that you record or select a shorter greeting when you deactivate Announce Only.

### BYPASS GREETING

Frequent callers can skip your greeting when they call to leave a message. Instruct them to press # on their touchtone keypad any time after the greeting begins to play.

### BASIC OPERATION

#### Display Overview

- text from Brian

### MULTIFUNCTIONAL INDICATORS

#### LINE 1 & LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATORS ON THE BASE

The bi-color LINE 1 and LINE 2 SPEAKERPHONE INDICATORS on the base also act as LINE IN USE INDICATORS and MODEM MONITOR™ INDICATORS for each line. The indications for each bi-color indicator is:

- |                        |  |
|------------------------|--|
| Solid green            | : Speakerphone in use                            |
| Slowing flashing green | : Speakerphone is in Hold Mode                   |
| Rapidly flashing green | : Ringing call                                   |
| Solid red              | : TC-945 Handset or extension phone is in use    |
| Flashing green         | : Modem Monitor™ Connection Protection is active |

### TIMER DISPLAY

The TC-945 timer display will activate during the following answering machine and telephone functions as a convenient reference.

Answering Machine:

- Greeting Record
- Memo Record
- Conversation Record

Telephone:

- HS -- all Outbound telephone calls
- BS -- all Outbound telephone calls
- BS Display and Dial calls

### **ANSWERING MACHINE ON/OFF FOR EACH LINE**

Each line of the answering machine can be turned on and off independently for maximum control and flexibility.

1. Press **LINE** (under the lid) to select line 1 or line 2. A voice prompt will announce the line selected.
2. Press **ON/OFF** (under the lid). The selected line of the answering machine will be turned off. "LINE" will appear in the display and the message count will disappear.

Repeat steps above to turn the other line of the answering machine on or off. "LINE" and the message count will reappear in the display.

### **CALL SCREEN ON/OFF**

Call screening allows you to hear who is calling before you decide to speak with the caller. The TC-945 gives you three Call Screening Modes. The display confirms the active Call Screen Mode.

1. **SCREEN OFF** : You will not hear the greeting or the caller recording a message, but a message will be recorded and indicated in the display.
2. **SCREEN** : You will not hear the greeting, but you will hear the caller recording a message.
3. Nothing appears in the display: Call Screen is on. You will hear the greeting play and the caller recording a message.

To select a Call Screen Mode, press **CALL SCREEN** one, two or three times. The selected Call Screen Mode will function for all calls received on both lines.

### **SPEAK WITH CALLER WHILE CALL SCREENING**

1. Press **LINE 1** or **LINE 2 SPEAKERPHONE** to answer the call for a hands-free conversation.
- OR
1. Pick up the TC-945 handset and press **LINE 1** or **LINE 2** to speak with the caller. The TC-945 will automatically stop recording the message to allow you to speak with the caller. If you do not wish to speak with the caller, the TC-945 will continue to record the caller's message.

### **MESSAGE MANAGEMENT AT THE BASE**

#### **VOICE TIME/DAY/LINE STAMP**

During message playback at the machine or via remote operation, a synthesized voice announces the time, day and the line for all recorded messages.

#### **ANSWERING A CALL DURING PLAYBACK**

If you receive an incoming call during message playback, Press **LINE 1** or **LINE 2 SPEAKERPHONE** to answer the call

OR

Pick up any extension phone and speak with the caller. Message playback will stop and all messages will be saved automatically.

## MESSAGES INDICATORS ON BASE

The TC-945 has two red MESSAGES INDICATORS on the base, one indicator for each line. Each MESSAGES INDICATOR has four settings:

1. Off = Answering machine is off for line 1 or 2.
2. On (solid light) = Answering machine is on for line 1 or 2 and there are no new or saved messages for that line.
3. Quickly flashing = New messages have been received and not yet played for that line.
4. Slowly flashing = Messages have been played and saved for that line.

### NOTE:

■ The MESSAGES INDICATORS do not indicate messages that may be stored in message file. When messages are stored in message file, the message file icon will appear in the display.

## PLAY NEW MESSAGES BY LINE

The digital display shows the total number of new and saved messages received on each line (not including messages stored in message file). The MESSAGES INDICATOR on the base rapidly flashes to alert you that new messages have been received and not yet played for the associated line.

To listen to only new messages for a specific line, press **PLAY/PAUSE NEW**. You will hear "Press one or two."

Press **PLAY/PAUSE 1** or **PLAY/PAUSE 2**. You will hear either:

*"No new messages."*

OR

*"Two new messages. Message one. Tuesday, 3:45 p.m.*

*Hi, this is Sue. I was calling..."*

After the end of the last message, "End" will appear in the display for several seconds and you will hear "End of messages."

### NOTES:

- If the time and day have not been set, all messages will be stamped with "Sunday 12:00 a.m."
- The TC-945 will not answer calls during message playback, but if the ringer is on, a ring will be heard and the LINE 1 or LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR, on the base, will intermittently flash green indicating an incoming call.
- Pressing **PLAY/PAUSE NEW** and then **PLAY/PAUSE 1 & 2** will play all new messages starting with line 1 and then line 2, in the order they were received.

## PLAY ALL MESSAGES - BOTH LINES COMBINED

The MESSAGES INDICATOR on the base will either flash slowly when messages have been played and saved or flash quickly to indicate that new messages have been received and not played. The total number of new and saved messages for each line (not including message file) will appear below the "LINE 1" and "LINE 2" in the display.

Press **PLAY/PAUSE 1 & 2** to replay all new and saved messages for both lines. You will hear either:

*"No messages."*

OR

*"Line one messages.*

*Message one.*

*Monday, 1:34 p.m.*

*Hi Mike, I'm calling to..."*

All messages are played in the order received starting with line 1 messages. The line will be announced once before playing all messages in each line and each message will be identified by number, time and day.

After the end of the last message, "End" will appear in the display for several seconds and you will hear "End of messages."

### **PLAY MESSAGES LINE BY LINE**

The MESSAGES INDICATOR on the base will either flash slowly when messages have been played and saved or flash quickly to indicate that new messages have been received and not played. The total number of new and saved messages for each line (not including message file) will appear below "LINE 1" and "LINE 2" in the display.

1. Press either **PLAY/PAUSE 1** or **PLAY/PAUSE 2** to play all new and saved messages for each line separately. You will hear either:

*"No messages."*

OR

*"Four messages."*

*Message one.*

*Monday, 1:34 p.m.*

*Hi Mike, I'm calling to..."*

All messages for LINE 1 or LINE 2 are played in the order received and the individual message number is displayed during playback.

The line will be announced once before playing all messages and each message will be identified by number, time and day.

After the end of the last message, "End" will appear in the display for several seconds and you will hear *"End of messages."*

### **REPEAT**

You can repeat a message. Press **REPEAT** during message playback to replay the message. The message number will be announced and the message will replay.

### **SKIP BACKWARD**

Skip backward -- message by message.

Press **REPEAT** twice to skip back to a previous message. The message number will be announced and the message you skipped to will play.

Press **REPEAT** twice every time you want to skip back to a previous message.

### **SKIP FORWARD**

You can skip forward through messages.

Press **SKIP** to advance to the next message. The message number will be announced and the next message will play.

### **PAUSE MESSAGE PLAYBACK**

You can temporarily pause message playback for up to five minutes while operating any playback button - PLAY/PAUSE NEW, PLAY/PAUSE 1 & 2, PLAY/PAUSE 1, or PLAY/PAUSE 2. Message playback stops and "PA" will appear in the display to indicate the TC-945 is pausing message playback.

You have two options during pause:

Press the playback button currently being used (NEW, 1 & 2, 1 or 2) again to resume listening to the message.

OR

Leave the TC-945 in Pause Mode. It will automatically reset to answer calls after five minutes. All messages will be saved.

NOTE:

- TC-945 will not answer calls in the Pause Mode, but the base ringer will be heard (if set to on) and the LINE 1 or LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR, on the base, will intermittently flash green indicating an incoming call. You may answer calls with the speakerphone and cancel Pause and Playback automatically.

### **VARIABLE SPEED PLAYBACK™**

Variable Speed Playback™ allows you to play your messages 50% faster or 50% slower than normal. You can cycle between fast, slow or normal speed during message playback of any message including message file.

- Fast Playback : From normal playback (default setting), **press PLAYBACK SPEED** once. The TC-945 will play your message 50% faster than normal.
- Slow Playback : From normal playback (default setting), press **PLAYBACK SPEED** twice. The TC-945 will play your message 50% slower than normal allowing you to note important details such as telephone numbers.
- Normal Playback : To return to Normal Playback speed from Fast Mode, press **PLAYBACK SPEED** twice. To return to Normal Playback speed from Slow Mode, press **PLAYBACK SPEED** once.

**NOTE:**

- The TC-945 will return to the normal playback speed for each new message played.

**AUTOMATIC SAVE**

If you do not press **ERASE/-** while listening to messages or after playing them, the TC-945 will automatically save all messages. You will hear "*End of messages.*" The total message count will appear in the display for each line.

**SAVE ALL MESSAGES**

If you wish to manually save all messages (for example if you wish to cancel a message you just erased), press **SAVE/+** within seven seconds after hearing "*End of messages*" or after pressing **ERASE/-**. "SA" will appear in the display for several seconds to confirm that messages have been saved. The total message count will appear in the display for each line and you will hear, "*Save messages.*"

**ERASE INDIVIDUAL MESSAGES**

You can selectively erase specific messages during playback.

Press **ERASE/-** while listening to a specific message. You will hear a confirmation tone, "Er" will appear in the display, and the individual message will be deleted seven seconds after hearing "*End of messages.*"

**If you change your mind and decide to save the message:**

Press **SAVE/+** while listening to the message or within seven seconds after pressing **ERASE/-** and hearing "*End of messages.*"

**ERASE ALL MESSAGES**

Press **ERASE/-** within seven seconds of seeing "End" in the display and hearing "*End of messages*" to erase 1 or line 2 messages. You will hear a confirmation tone and "Er" will appear in the display for several seconds to confirm messages were erased.

If you change your mind and decide to save all messages for that line:

Press **SAVE/+** within seven seconds after pressing **ERASE/-**. You will hear a confirmation tone and "SA" will appear in the display for several seconds to confirm messages were saved.

**NOTE:**

- When playing all messages in line 1 and line 2 (PLAY/PAUSE 1&2), pressing **ERASE** after hearing "*End of messages*" will erase all messages in both lines.

**ANSWERING A CALL DURING PLAYBACK**

If you receive an incoming call during message playback, press **LINE 1** or **LINE 2 SPEAKERPHONE**, or

press **LINE 1** or **LINE 2** on the TC-945 handset, or

pick up any extension phone and speak with the caller. Message playback will stop and all messages will be saved automatically.



## MEMO & CONVERSATION RECORD

### RECORD A MEMO FROM THE BASE

Use memo record to leave a memo for yourself, another household member or an associate. A memo can be recorded up to five minutes in length.

To record a memo:

1. Press **MEMO/CONV** on the base. You will hear "Enter one or two."
2. Press **PLAY/PAUSE 1** or **PLAY/PAUSE 2** to select a line for recording.
3. When "RECORD" appears in the display, begin speaking 6-8" away from the microphone located at the lower right corner.
4. Press **MEMO/CONV** again to stop recording. The memo is recorded into the selected line in order with other incoming messages and is stamped with the time and day.

### RECORD A CONVERSATION FROM THE BASE

Record all or portions of important telephone calls for playback at a later time.

NOTE:

- In certain areas, it is unlawful and may lead to criminal penalties to record any telephone conversation without prior consent of all parties.
1. At any time during a speakerphone conversation, press **MEMO/CONV** on the base.
  2. When "RECORD" appears in the display, the TC-945 automatically begins recording the telephone conversation on the active line.
  3. To stop recording, press **MEMO/CONV** again. Recorded conversations are stamped with the time and day that they were recorded.

### PLAY, SAVE & ERASE MEMOS OR CONVERSATIONS

Recorded memos and conversations are played along with the incoming messages in the order in which they were recorded. All playback control features are available as with other recorded messages.

See:

PLAY MESSAGES on page xx  
SAVE MESSAGES on page x  
ERASE MESSAGES on page xx  
SKIP and REPEAT on page xx  
PLAYBACK SPEED on page xx  
TRANSFER TO MESSAGE FILE on page xx

### MESSAGE FILE

message file offers a convenient way to store important messages, long messages or to separate messages for business, personal use or for other users.

### TRANSFER MESSAGES TO MESSAGE FILE

To store any recorded message, memo or conversation in message file:

1. Press **PLAY/PAUSE NEW, PLAY/PAUSE 1 & 2, PLAY/PAUSE 1** or **PLAY/PAUSE 2** to playback your messages.
2. Press **MESSAGE FILE** during message playback. You will hear, "Message three transferred."
3. The message file icon will flash in the display. The TC-945 will automatically advance to the next message and continue message playback.

NOTES:

- If a message is transferred to message file and SAVE/+ is pressed at end of messages, a copy of the transferred message will be saved in line 1 or line 2 and in message file.
- Messages transferred to message file will not be line stamped.

### PLAY MESSAGES IN MESSAGE FILE

The message file icon (a file folder graphic) will appear in the display if messages are stored in this location.

When playing messages in message file, you can utilize all the convenient playback features such as: skip/repeat, playback speed, and selective save and erase.

To playback messages in message file:

1. Press **MESSAGE FILE**. The number of messages stored in message file will be announced and all messages in this location will be played. You will hear *"No messages."*

OR

*"Five messages.*

*Message one.*

*Wednesday, 1:34 p.m.*

*Hi Mike, I'm calling..."*

Messages are played in the order that they were originally received and the individual message file number is displayed during playback.

After the end of the last message, "End" will appear in the display for several seconds and you will hear *"End of messages."*

To:	SKIP/REPEAT,	refer to page XX
	PAUSE,	refer to page XX
	VARIABLE SPEED PLAYBACK,	refer to page XX
	SAVE/ERASE messages,	refer to page XX

### MESSAGE MANAGEMENT AT THE HANDSET

You can listen to line 1 or line 2 messages privately through the TC-945 handset. During handset message playback, you have complete control to save and erase individual messages, repeat and skip messages and transfer messages to message file. You can also record conversations while using the handset or record memos to either line for later playback.

### CALL SCREENING FROM HANDSET

When the phone rings, the TC-945 will answer the call if the answering machine is turned on. You may use the handset to screen your phone calls after the TC-945 has answered a call.

Be sure the MESSAGES INDICATOR, on the base, for the chosen line is on.

After the call is answered by the base unit (handset stops ringing), press **REMOTE/SCREEN** to listen from the cordless handset. You will hear the TC-945 play your greeting and the caller leave a message.

#### To speak to the caller:

Press **LINE 1** or **LINE 2** on the handset. The unit will stop recording.

To hang up, press **LINE 1** or **LINE 2** or return the handset to the base unit. The unit will automatically reset to answer new calls and save any portion of the call that was recorded prior to answering the call.

### HANDSET MESSAGES INDICATOR

In the Standby Mode, if you have received new messages on line 1 or line 2, the MESSAGES INDICATOR on the handset flashes for 10 seconds after the handset is used. (In the Standby Mode the LINE 1 and LINE 2 INDICATORS on the handset are not lit.)

#### NOTE:

- The MESSAGES INDICATOR on the handset does not flash for messages stored in message file.

### MESSAGE PLAYBACK FROM HANDSET

You can play messages through the handset. Make sure the handset is in the Standby Mode (LINE 1 and LINE 2 INDICATORS are off on the handset) and the MESSAGES INDICATORS on the base are on.

1. Press **SCREEN/REMOTE** and then **PLAY (3)** on the keypad. You will hear *"Press one or two."*
2. Press the **LINE 1** button on the handset to playback line 1 messages or the **LINE 2** button to playback line 2 messages. All new and saved messages for the selected line will play in the order they were received.

3. After listening to messages, to exit handset message retrieval:

- Return the handset to the base cradle.

OR

- Wait 7 seconds.

OR

- Press **SCREEN/REMOTE** again.

NOTE:

- If you exit the Handset Message Retrieval Mode or answer a call during message playback, all messages will be saved.

### REPEAT MESSAGES

You can repeat a message during playback.

Press **REPEAT** (\* **TONE** key) once to repeat the current message.

### SKIP BACKWARD

Skip backward message by message during playback.

Press **REPEAT** (\* **TONE** key) twice to skip backward to the previous message. Press **REPEAT** each time you want to skip backward through a message.

### SKIP FORWARD

You can skip forward through messages during playback.

Press **SKIP** (# key) once to skip forward to the next message.

### REPLAY ALL MESSAGES

Press **PLAY** (3 on the handset keypad) after the last message is played to replay all new and saved messages for line 1 or line 2.

### SAVE MESSAGES

Messages will be saved within 7 seconds after you hear the last message. The TC-945 will automatically reset to answer new calls, after saving messages.

Press **SAVE** (1 on the handset keypad) within seven seconds of hearing "End of messages."

### ERASE ALL MESSAGES

All line 1 or line 2 messages may be erased within 7 seconds after hearing "End of messages."

Press **ERASE** (4 on the handset keypad) after hearing "End of messages."

### ERASE INDIVIDUAL MESSAGES

Erase specific messages during playback.

Press **ERASE** (4 on the handset keypad) during playback of a specific message.

### AUTOMATIC SAVE

If you do not press **ERASE** (4 on the handset keypad) while listening to messages or after hearing "End of messages," the TC-945 will automatically save all messages.

### TRANSFER MESSAGES TO MESSAGE FILE

To store messages into message file while retrieving messages from the handset,

Press **REMOTE/SCREEN** on the handset and then **PLAY** (3 on the handset keypad) to playback your messages.

Press **MSG FILE** (message file), 6 on the handset keypad, during message playback. You will hear "Message three transferred" to show the message was saved in message file. The message file icon will appear in the display.

### PLAY MESSAGES IN MESSAGE FILE

When playing messages in message file, you can utilize the convenient playback features such as: skip, repeat and selective save/erase.

Press **REMOTE/SCREEN** on the handset and then **MSG FILE** (message file), **6** on the handset keypad. All messages stored in this location will be played. If no messages are saved in message file, you will hear "No filed messages."

To: SELECTIVE SAVE/ERASE messages, see page xx and xx.  
SAVE ALL or ERASE ALL messages, see page xx and xx.

### RECORD A MEMO FROM THE HANDSET

You can record a memo up to five minutes in length. Recorded memos will be played along with the incoming messages in the order in which they were recorded.

Be sure the LINE 1 and LINE 2 INDICATORS on the handset are not lit. (The handset must be in Standby Mode.)

Press **REMOTE/SCREEN** on the handset.

Press **MEMO** (2 on the handset keypad).

When the LOW BATT/RECORD INDICATOR above the 2 key stops flashing on the handset, the TC-945 will begin recording.

Begin speaking and then press **MEMO** again to end the recording.

### HANDSET CONVERSATION RECORD

The TC-945 allows you to record all or portions of important telephone conversations.

1. Press **REMOTE/SCREEN** on the handset during your phone conversation on line 1 or line 2.

2. Press **CONV** (conversation), **5** on the handset keypad.

When the LOW/BATT/RECORD INDICATOR above the 2 key on the handset keypad stops flashing, the TC-945 will begin recording the conversation on the current line.

3. To end the recording, press **CONV** again or press **REMOTE/SCREEN**.

NOTE:

■ The TC-945 cannot record conversations on a 2 line conference call.

■ **In certain states, it is unlawful and may lead to criminal penalties to record any telephone conversation without prior consent of all parties.**

### ANSWER A CALL DURING PLAYBACK

If a call comes in while playing your messages through the handset, the answering machine will not answer the call, but the cordless phone will ring if the ringer switch is set to "ON."

Press **LINE 1** or **LINE 2** on the handset to answer the incoming call.

**To hang up and continue listening to your messages,**

press **LINE 1** or **LINE 2,**

**SCREEN/REMOTE** and then

**PLAY** (3 on the keypad).

After listening to messages, return the handset to the base or press **REMOTE/SCREEN**.

### TELEPHONE OPERATION AT THE HANDSET

#### MODEM MONITOR™ CONNECTION PROTECTION

Modem Monitor™ constantly scans the line telephone and protects the modem and fax connections when a call attempt is made from the TC-945 or any phone that includes the Modem Monitor™ feature. When the TC-945 detects a modem in use on the line to which it is connected, the Modem Monitor™ feature prevents the TC-945 from going off-hook. When you attempt to make a call on the TC-945 and a modem is connected, you will hear the modem data through the handset earpiece. The data you hear is protected from interruptions. On the base, the LINE 1 or LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR for the line will light red.

When modem use (PC, FAX or other modem devices) is detected on either line 1 or line 2 while you are attempting to make a call on the handset, Modem Monitor™ activates to protect the data transmission in progress. You will hear the modem signal through the handset earpiece and you will not receive a dial tone for an open line.

When a modem is not in use on either line 1 or line 2, Modem Monitor™ allows normal telephone operation. You may use line 1 or line 2 on the handset normally and your voice communication cannot be disrupted by modem use.

### **CHARGING THE BATTERIES**

Charge the cordless handset batteries for 12-15 hours before using the handset for the first time or after installing a new battery pack. The handset is always charging while it is in the base unit and cannot be overcharged.

Check the AC Adapter to see that it is connected correctly.

Place the handset in the base unit. The CHARGING INDICATOR on the base unit lights to indicate the TC-945 is charging.

### **LOW BATTERY INDICATOR ON THE HANDSET**

When the battery pack needs recharging, the LO BATT/RECORD INDICATOR on the handset will flash. You may also notice a reduction in the quality of your cordless handset communications. Return the cordless handset to the base unit when the LO BATT/RECORD INDICATOR is flashing.

NOTE:

- The batteries can be recharged many times, but if you get a low battery indication even after 12-15 hours of charging, you should replace the battery pack.

The TC-945 is shipped with the handset battery pack installed. If it becomes necessary to remove or replace the batteries, see page xx.

### **STANDBY MODE**

When there are no active calls, the handset is in Standby Mode. In the Standby Mode, LINE 1 and LINE 2 INDICATORS on the handset will not be lit.

### **HANDSET VOLUME CONTROL**

Press **VOLUME** to change the volume level of the handset during a conversation or during message playback.

Press **VOLUME** to change the sound level to one of three levels: Normal, Middle or High. The volume will change from normal volume(default setting) to middle level to the high volume level when pressed successively. If pressed a third time, the volume will return to the normal level.

NOTE:

- The volume automatically returns to the normal setting for each new call.

### **ALARM**

The TC-945 cordless handset operates like any other telephone handset. You can use it in the yard, at the mailbox or any place within the operating range of the base unit.

1. If you move out of the base unit's operating range, you will hear a warning tone. Move closer to the base unit to deactivate the alarm. If you remain out of range for too long, the TC-945 will disconnect from the line.
2. If the handset loses its security code you will also hear an alarm tone. To reset this security code place the handset in the base unit for a few seconds. Pick up the handset and try your call again.
3. Interference from other appliances may also cause the alarm to sound. To prevent interference, move the base unit to another location and orient the base unit antenna to a vertical position.

### **AUTO HANG UP**

When the handset is in the Talk Mode and is returned to the base unit, it will automatically return to the Standby Mode and disconnect active calls on line 1 and/or line 2. It is not necessary to press **LINE 1** or **LINE 2** on the handset to disconnect the call.

### PLACING A CALL

Pick up the handset and press **LINE 1** or **LINE 2**.

Wait for dial tone and dial the phone number.

NOTE:

- The bi-color LINE 1 & LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATORS on the base, light solid red to show that the handset or an extension phone is in use.

To hang up, press **LINE 1** or **LINE 2** or return the handset to the base unit.

NOTE:

- When you return the handset to the base unit, you are hanging up the phone (Standby Mode). The TC-945 is now ready to receive a call and the CHARGING INDICATOR on the base lights to show the battery is charging.

### MISDIALING A NUMBER

Press **LINE 1** or **LINE 2** on the handset twice (off and on). Wait for dial tone and dial the correct number.

### RECEIVING A CALL

When the phone rings, pick up the cordless handset and press **LINE 1** or **LINE 2** or press **LINE 1** or **LINE 2 SPEAKERPHONE** on the base. Speak to the caller.

To hang up, press **LINE 1** or **LINE 2** on the handset or return the handset to the base unit.

### LINE IN USE

#### PLACING A CALL ON HOLD

Press **HOLD**. "Hold" will appear in the display and the LINE 1 or LINE 2 INDICATOR on the handset will flash green.

NOTE:

- If a call has been on hold for five minutes, it will be disconnected automatically.

#### TAKING A CALL OFF HOLD

There are three ways to take a call off hold.

Press **LINE 1** or **LINE 2** on the handset for the call on hold.

OR

Press **LINE 1** or **LINE 2 SPEAKERPHONE** on the base unit.

OR

Pick up any extension phone that is connected to the same line.

#### LAST NUMBER REDIAL

The TC-945 remembers the last number you dialed.

Pick up the handset, press **LINE 1** or **LINE 2** and then **REDIAL**. The TC-945 will automatically redial the number on the chosen line.

### **FLASH/CALL WAITING**

If you subscribe to a call waiting service and you receive another call while using the phone, press **FLASH** (on the handset) to answer the second call. Press **FLASH** again to return to the first call. Flash may also be used on a business phone system (CENTREX, PBX) for transferring calls.

### **TONE/PULSE MIXED DIALING**

The TC-945 should be set to "TONE" (see page x) to use this feature. If you live in a pulse or rotary dialing area, you can use tone to access a long distance service (i.e., Sprint or MCI), bank by phone or any other service that requires touchtone dialing.

1. Press \* **TONE** to temporarily change from Pulse to Tone Mode after the line is connected.
2. Dial your local telephone number and wait for the line to connect. (You dialed your call in Pulse Mode.)
3. Press \* **TONE** on the handset or base keypad.
4. Dial the tone numbers. This could be a special service or access number.
5. Hang up and the TC-945 automatically returns to the Pulse Mode.

### **PAGE/INTERCOM**

#### **PAGING THE HANDSET FROM THE BASE UNIT**

To page the handset user or to locate the handset from the base unit, the handset must be in Standby Mode (LINE 1 or LINE 2 INDICATORS on the handset are not lit) and the Handset Ringer must be on. Press PAGE/INTERCOM on the base. "PA" (page) will be displayed and you will hear the handset ring, if the HANDSET RINGER SWITCH is set to "RINGER ON."

#### **USING INTERCOM FROM THE BASE UNIT**

To use the intercom from the base unit, send a paging signal to the handset. When the handset user presses PAGE/INTERCOM, you will be connected via the intercom channel.

To page the handset from the base unit, the HANDSET RINGER SWITCH must be turned to "ON," or the page tone will not be heard.

Press **PAGE/INTERCOM** to send a paging signal to the handset. The handset will beep intermittently for 15 seconds.

When the handset user presses **PAGE/INTERCOM**, within 15 seconds of the base user pressing PAGE/INTERCOM, the handset and the base unit will be connected by the intercom and "IC" (intercom) will appear in the display.

To terminate the intercom call, press **PAGE/INTERCOM** on either the handset or the base unit. "IC" (intercom) will disappear from the base display.

#### **USING INTERCOM/PAGE FROM THE HANDSET**

Press **INTERCOM/PAGE** to send a paging signal to the base unit user. The base unit will beep the intercom is turned on. "IC" (intercom) will appear in the base display and the PAGE-INTERCOM/MESSAGE INDICATOR on the handset lights.

Press **PAGE/INTERCOM** to terminate the call from the handset or base. The PAGE-INTERCOM/MESSAGE INDICATOR on the handset will turn off.

#### **ANSWER A CALL WHILE USING THE INTERCOM**

If you receive an incoming call during an intercom conversation:

Press **LINE 1** or **LINE 2** on the handset to answer the incoming call. The base unit is automatically disconnected from the intercom.

Speak to the caller.

Press **LINE 1** or **LINE 2** again to hang up.

Press **PAGE/INTERCOM** to use the intercom again.

## CONFERENCING

### LINE/INTERCOM CONFERENCE

You can conference an outside caller on one line with the handset and base speakerphone at the same time.

1. While talking to a caller on the handset, press **PAGE/INTERCOM**. The call is automatically put on hold and the base is paged for 15 seconds. "Hold" will appear in the display.
2. intercom will be enabled automatically with the base while the call continues to hold. "IC" will appear in the display. This allows the handset user to alert the base user of a call on hold.
3. Press **LINE 1** or **LINE 2** on the handset or **LINE 1** or **LINE 2 SPEAKERPHONE** on the base to actively allow the caller on hold to participate in the line/intercom conference call with the handset and base users.
4. To terminate the telephone conversation, press **LINE 1** or **LINE 2** on the handset, and
5. Press **LINE 1** or **LINE 2 SPEAKERPHONE** on the base.

### 2-LINE CONFERENCE

You can conduct a conversation with two outside callers using the 2-line capability of the TC-945. The initial call may begin on either line 1 or line 2, and must be established using the CONF/1 & 2 key on the handset. The following example initiates conference from line 1.

1. Call (or receive) first party on line 1.
2. Place party 1 on hold by pressing **HOLD**.
3. Press **LINE 2** and call the second party.
4. While speaking with the line 2 party, press **CONF/1 & 2** on the handset.
5. Speak with both parties simultaneously. Both calling parties may also speak with each other.
6. To disconnect one party and continue speaking with the other party, press the **LINE1** or **LINE 2** key for the party you wish to disconnect.
7. To hang up both lines simultaneously, return the handset to the charging cradle  
or
1. press both **LINE 1** and then **LINE 2** successively.

#### To hold both line 1 and line 2 simultaneously during a conference call:

1. Press **HOLD**.
2. To release the hold on line 1 and line 2 simultaneously, press **CONF/1 & 2** key.

### STORING AUTODIAL NUMBERS

You may store up to 10 of your most frequently dialed numbers into autodial, five numbers can be stored in the upper bank (01-05) and five numbers can be stored in the lower bank (06-10). Each autodial key is capable of storing two autodial numbers. autodial station numbers can be up to 32 digits in the Tone Mode and 16 digits in the Pulse Mode.

#### NOTE:

- All autodial numbers, 01-20, must be stored using the base keypad.

#### STORING AUTODIAL NUMBERS IN THE UPPER BANK 01-05

1. Press **STORE**. You will hear a beep.
2. Enter one of the telephone numbers you want to store in the autodial memory by dialing it on the keypad. You will hear a beep after entering each digit.
3. Press an **AUTODIAL LOCATION BUTTON**. You will hear a double beep.
4. Repeat steps 1-3 to store up to five autodial numbers in the upper autodial bank. Note the names or numbers of the autodial locations on the autodial index card for locations 01-05.

#### STORING AUTODIAL NUMBERS IN THE LOWER BANK 06-10

1. Press **STORE**. You will hear a beep.



2. Enter one of the telephone numbers you want to store in the autodial memory by dialing it on the keypad. You will hear a beep after entering each digit.
3. Press **LOWER**. You will hear a beep.
4. Press an **AUTODIAL LOCATION BUTTON**. You will hear a double beep.
5. Repeat steps 1-4 to store up to five autodial numbers in lower autodial bank. Note, the names or numbers of the autodial locations on the autodial index card for locations 06-10.

### STORING AUTODIAL NUMBERS 11-20

In addition to the autodial bank, you may store 10 more autodial numbers (11-20).

1. Press **STORE**. You will hear a beep.
2. Enter one of the telephone numbers you want to store in the autodial memory by dialing it on the keypad. You will hear a beep after entering each digit.
3. Press **AUTODIAL**. You will hear a beep.
4. Enter a **2-DIGIT KEYPAD NUMBER** 11-20 as the autodial location for that number. You will hear a beep.
5. Repeat steps 1-4 to store up to 10 additional autodial numbers. Write the names and telephone numbers of the people whose numbers you have stored on the TC-945's autodial index card (sliding card located under the base unit).

#### NOTE:

- All autodial numbers 01-20 must be stored at the base unit.

### PROGRAMMABLE PAUSE

Pause is convenient for use on a business telephone system (e.g., PBX) when an 8 or 9 must be dialed first to reach an outside phone line. This feature can also be used for a long distance service (i.e., MCI) where you have to wait for a second dial tone before you continue dialing.

To enter a pause in a stored autodial number, follow instructions on page xx for storing autodial numbers. Press **REDIAL/PAUSE** on the base when a pause is required. Each pause is two seconds in length and counts as one-digit in the autodial memory.

Example: 9 PAUSE 1 2 1 3 5 5 5 1 2 1 2

### CHECKING STORED AUTODIAL NUMBERS

#### CHECKING STORED AUTODIAL NUMBERS 01-05 IN THE UPPER BANK

1. Press an **AUTODIAL LOCATION BUTTON**. The stored number will appear in the display.

#### CHECKING STORED AUTODIAL NUMBERS 06-10 IN THE LOWER BANK

1. Press **LOWER**.
2. Press an **AUTODIAL LOCATION BUTTON**. The stored number will appear in the display.

#### CHECKING ADDITIONAL STORED AUTODIAL NUMBERS 11-20

1. Press **AUTODIAL**. You will hear a beep.
2. Press a 2-digit keypad number 11-20 for the autodial location that you wish to check. The stored number will appear in the display.

### DIALING AUTODIAL NUMBERS AT THE BASE

#### DIALING AN UPPER BANK (01-05) AUTODIAL NUMBER

1. Adjust the VOLUME CONTROL to the mid-point.
2. Press **LINE 1** or **LINE 2 SPEAKERPHONE** for an available line. You will hear a dial tone.
3. Press the desired **AUTODIAL LOCATION BUTTON**.
4. The number will be automatically dialed and appear in the display as it is dialed.

#### DIALING A LOWER BANK (06-10) AUTODIAL NUMBER

1. Adjust the VOLUME CONTROL to the mid-point.
2. Press **LINE 1** or **LINE 2 SPEAKERPHONE** for an available line. You will hear a dial tone.
3. Press **LOWER** to shift to the lower autodial bank.
4. Press the desired lower bank **AUTODIAL LOCATION BUTTON**.
5. The number will be automatically dialed and appear in the display as it is dialed.

#### **DIALING AUTODIAL NUMBERS 11-20**

1. Adjust the VOLUME CONTROL to the mid-point.
2. Press **LINE 1** or **LINE 2 SPEAKERPHONE** for an available line. You will a dial tone.
3. Press **AUTODIAL** (not autodial bank buttons).
4. Enter a keypad number 11-20 for the desired autodial location.
5. The number will be automatically dialed and appear in the display as it is dialed.

#### **DISPLAY AND DIAL AUTODIAL NUMBERS IN THE AUTODIAL BANK**

You may confirm all stored autodial numbers before dialing by viewing then in the display.

1. Press the desired **AUTODIAL LOCATION BUTTON**. (For lower bank numbers, press **LOWER** then the desired **AUTODIAL LOCATION BUTTON**.) The stored number will appear in the display.
2. Press **DISPLAY/DIAL**.
3. The number will be automatically dialed using the speakerphone on an available line. The number will appear in the display as it is dialed.
4. You may converse using the speakerphone or pick up the handset and press **LINE 1** or **LINE 2** as it corresponds to LINE 1 or LINE 2 SPEAKERPHONE.

#### **DIALING AUTODIAL NUMBERS USING THE HANDSET**

You may dial all stored autodial numbers 01-20 from the handset. You must enter 2 digits for all autodial numbers when dialing from the handset. For example, you must enter 02 for autodial location number 2.

1. Press **LINE 1** or **LINE 2** on the handset. Wait for a dial tone.
2. Press **AUTODIAL**.
3. Enter the autodial station number (01-20) on the keypad for the number you wish to dial. The TC-945 will dial your number automatically. You will hear a series of confirmation tones during dialing.

#### **NOTES:**

- All autodial numbers can also be dialed at the base. See page XX.
- To store new autodial numbers, see page XX.

#### **TELEPHONE OPERATION AT THE BASE**

##### **MODEM MONITOR™ CONNECTION PROTECTION**

Modem Monitor™ constantly scans the line telephone line and protects the modem and fax connections when a call attempt is made from the TC-945 or any phone that includes the Modem Monitor™ feature. When the TC-945 detects a modem in use on the line to which it is connected, the Modem Monitor™ feature prevents the TC-945 from going off-hook. When you attempt to make a call on the TC-945 and a modem is connected, you will hear the modem data through the handset earpiece. The data you hear is protected from interruption. The LINE 1 or LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR on the base unit will light red.

When modem use (PC, FAX or other modem devices) is detected on either line 1 or line 2, the LINE 1 or LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR flashes red. If you press **LINE 1** or **LINE 2 SPEAKERPHONE** anyway, you will hear the modem signal through the base speaker and you will not receive a dial tone for an open line. The modem activity or data transmission in progress will be protected.

When a modem is not in use on either line 1 or line 2, Modem Monitor™ allows normal telephone operation. You may use the line 1 or line 2 speakerphone normally and your voice communication cannot be disrupted by modem use.

### MAXIMIZING THE BENEFITS OF THE SPEAKERPHONE

- One person at a time should speak while using the speakerphone
- Reduce or eliminate background noise such as radio or television.
- Do not use an extension phone and speakerphone at the same time.

### USING THE SPEAKERPHONE TO ANSWER A CALL

The speakerphone allows you to answer calls and work while talking, hands-free.

1. Press **LINE 1** or **LINE 2 SPEAKERPHONE** when you receive a call. The LINE 1 or LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR will light solid green.
2. Adjust the VOLUME CONTROL to the mid-point.
3. Begin speaking 2-3 feet from the microphone (located at the lower right corner).
4. Press **LINE 1** or **LINE 2 SPEAKERPHONE** after you finish speaking to hang up.

### PLACING A CALL

1. Press **LINE 1** or **LINE 2 SPEAKERPHONE** for an open line. The LINE 1 or LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR will light solid green.
2. Adjust the VOLUME CONTROL to the mid-point.
3. Enter the telephone number on the keypad or select an autodial number.
4. Begin speaking 2-3 feet from the microphone (located at bottom right corner).
5. Press **LINE 1** or **LINE 2 SPEAKERPHONE** after you finish speaking to hang up.

### PLACING A CALL ON HOLD

Press **HOLD**. "Hold" appears in the display.

NOTE:

- If a call has been on hold for five minutes, it will automatically be disconnected.

### TAKING A CALL OFF HOLD

There are three ways to take a call off hold.

Press **LINE 1** or **LINE 2 SPEAKERPHONE** for the line that is on hold.

OR

Press **LINE 1** or **LINE 2** on the handset (the hold will be released on the call will transfer to the handset).

OR

Pick up any extension phone that is connected to the same line.

### LAST NUMBER REDIAL

The TC-945 remembers the last number you dialed.

1. Press **LINE 1** or **LINE 2 SPEAKERPHONE** for an open line.
2. Press **REDIAL/PAUSE** on the base. TC-945 will automatically redial the number using the speakerphone.

### FLASH/CALL WAITING

If you subscribe to a call waiting service on one or both lines, you can receive another call while using the speakerphone.

1. During your speakerphone conversation, Press **FLASH** on the base to answer the second call on that line. (Tones will be heard indicating the incoming call waiting call.)
2. Press **FLASH** again to return to the first caller. Flash may also be used on a business phone system (CENTREX, PBX) for transferring calls.

### ANSWERING THE 2ND LINE WHILE USING LINE 1 SPEAKERPHONE

If you are speaking with a caller and the second line rings, you may answer the 2nd line by using the speakerphone and placing the 1st caller on hold. Example, to answer a line 2 call during a line 1 speakerphone conversation:

1. Press **HOLD** to place the first caller on hold. The LINE 1 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR will flash green.
2. Press **LINE 2 SPEAKERPHONE** to answer the second line. The LINE 1 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR will light solid green.

**If you wish to return to the line 1 call:**

1. Press **HOLD** to place the line 2 call on hold.
2. Press **LINE 1 SPEAKERPHONE** to automatically release the hold and speak with the line 1 caller.

**NOTE:**

- You must press **HOLD** to place a call on hold before answering a call the other line.
- You may pick up any extension phone on the same line to release the hold. The TC-945 will automatically release the hold, allowing you to speak with the caller.

### **SWITCH FROM SPEAKERPHONE TO AN EXTENSION PHONE**

While using the speakerphone:

1. Press **HOLD** to place the caller on hold.
2. Pick up an extension phone or the TC-945 handset and press **LINE 1** or **LINE 2**. Begin speaking with the caller.
3. The LINE 1 or LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR will flash green for hold and then light solid red to indicate the extension phone is in use.

### **SWITCH FROM AN EXTENSION PHONE TO SPEAKERPHONE**

While using an extension phone or the TC-945 handset:

1. Press **LINE 1** or **LINE 2 SPEAKERPHONE** on the base. The LINE 1 or LINE 2 SPEAKERPHONE/LINE IN USE/MODEM MONITOR™ INDICATOR will change from solid red to solid green to indicate the speakerphone is in use.
2. Hang up the extension phone and begin speaking using the speakerphone.

**NOTE:**

- If you use the speakerphone and an extension phone at the same time, you may hear a howling noise. Lower the volume on the TC-945 to eliminate the noise.

### **AUTO EXTENSION DISCONNECT**

If the TC-945 has answered a call, auto extension disconnect allows you to stop the answering machine from any extension phone (connected to the same line) and speak with the caller without having to go to the machine to turn it off.

1. Answer the call on the correct line with any phone.
2. The TC-945 automatically stops playing the greeting or recording an incoming message and allows you to speak with the caller.

### **REMOTE OPERATION**

You can use remote operation from most touchtone or cellular phones to retrieve, replay, erase and save messages.

### **PROGRAM REMOTE ACCESS CODE**

TC-945 is shipped with the remote access code set to "1-2-3." To change your 3-digit remote access code:

1. Press **CODE SET**. (under the lid.) You will hear. "Enter remote code" and "CodE: 123" will appear in the display.
2. Enter a personalized 3-digit code using the base keypad. The digits will be displayed as the new code is entered.

3. Press **CODE SET** again to end. You will hear the newly programmed 3-digit code; *Five, Six, Seven.*
4. Note your new remote access number and keep it with you for remote access to your TC-945.

### **GREETING BYPASS**

Frequent callers can skip your greeting when they call to leave a message. Instruct them to press # on their touchtone keypad any time after the TC-945 answers their call.

### **REMOTE MESSAGE RETRIEVAL**

Call your answering machine from most cellular, pay or touchtone telephones. Enter your **3-DIGIT REMOTE ACCESS CODE** immediately after the greeting begins.

After entering your 3-digit access code, the TC-945 will automatically playback new message(s) on the line that you accessed. You will hear *"Line two. Four new messages."*

#### **NOTE:**

- If the TC-945 does not respond when you enter your access code, try again after the beep.
- If no messages have been received on the line accessed, you will hear *"No new messages."*
- If new messages have been received, they will be played in the order of receipt.

After all new messages have played on the accessed line, you will hear *"End of messages."*

Select an option from the voice menu or hang up.

To hear new or saved messages on the other line, press the **1** or **2** key corresponding to the desired line after hearing *"End of messages."*

#### **NOTE:**

- Hang up anytime to cancel message playback. The TC-945 will automatically save all messages, unless you choose to erase them.

### **REMOTE VOICE MENU**

ENTER ONE TO PLAY LINE ONE MESSAGES. (announced only if any new or saved messages are recorded)

ENTER TWO TO PLAY LINE TWO MESSAGES (announced only if any new or saved messages are recorded).

ENTER THREE TO SAVE.

ENTER FOUR TO ERASE.

ENTER FIVE TO RECORD A MESSAGE.

ENTER ZERO at any time to stop playback or return to the main menu.

### **Quick Reference Chart**

#### **REPEAT MESSAGES**

Press \* once to repeat the current message.

#### **SKIP BACKWARD**

Press \* twice to skip backward to the previous message.

#### **NOTE:**

- Press the \* key once during remote message playback to repeat the current message.

#### **SKIP FORWARD**

Press # once to skip forward to the next message.

#### **Play Line 1 Messages**

Play all new and saved messages in line 1 from a remote location.

Press **1** on the telephone keypad after hearing *"End of messages"* or during the remote voice menu.

You will hear *"Line one. Two messages. Message one. Sunday 12:00 a.m."*

All line 1 messages will play in order of messages received. You may select another option or hang up and the TC-945 will automatically save all messages.

**NOTE:**

- Enter **0** at any time to return to the beginning of the voice menu.

**PLAY LINE 2 MESSAGES**

Play all new and saved messages in line 2 from a remote location.

Press **2** on the telephone keypad after hearing *"End of messages"* or during the remote voice menu.

You will hear:

*"Line two. Six messages.*

*Message one.*

*Sunday 12:00 a.m."*

All line 2 messages will play in order of messages received. You may select another option or hang up and the TC-945 will automatically save all messages.

If the TC-945 is accessed via line 1, any new messages recorded on line 2 will be played upon pressing the **2** key the first time.

**NOTE:**

- Enter **0** at any time to return to the beginning of the voice menu.
- If TC-945 is accessed via line 1, any new messages recorded on line 2 will be played upon pressing the **2** key the first time. Pressing **2** a second time will play all messages (saved and new) in line 2.

**SAVE ALL MESSAGES BY LINE**

If you do not erase individual messages during playback of each line, the TC-945 will automatically save them when you hang up.

If you erase messages (**4** key) from line 1 or line 2 and then change your mind, deciding to save messages:

Press **3** on the telephone keypad after hearing *"End of messages"* or during the remote voice menu.

All messages will be saved in the current line.

Select another option or hang up.

Enter **0** at any time to return to the beginning of the voice menu.

**ERASE ALL MESSAGES BY LINE**

Erase all messages remotely by line after playback of line 1 or line 2.

Press **4** on the telephone keypad after hearing *"End of messages"* or during the remote voice menu.

All messages will be erased for the current line.

**NOTES:**

- If the voice menu continues playing after you enter the **4** key from a remote phone, then press **4** again to erase all messages in line 1 or line 2.
- Enter **0** at any time to return to the beginning of the voice menu.

**ERASE INDIVIDUAL MESSAGES**

Erase specific messages during remote playback.

Press the **4** key on your touchtone phone while listening to a specific message. The message will be deleted when you hang up.

**If you change your mind and decide to save the message:**

1. Press the **3** key (save) after pressing the **4** key (erase) and during same message playback

OR

1. Press the **3** key (save) after hearing *"End of messages."*

Selective erase will be canceled and the individual message will be saved.

**RECORD A MESSAGE**

During remote operation, you can record a new message to the TC-945 line that is accessed remotely.

1. Press **5** on the telephone keypad after hearing "End of messages" or during the remote voice menu.
2. The TC-945 confirms your action by saying, "Record a new message."
3. Record your message immediately after pressing
4. Enter **5** when finished recording.

The TC-945 stops recording and returns to the remote menu. Choose another option or hang up.

NOTE:

- Enter **0** at any time to return to the beginning of the voice menu.

### MESSAGE RETRIEVAL WHEN MEMORY IS FULL

If the TC-945 memory is full, you will hear your greeting followed by "Memory is full. Please erase messages."

To retrieve messages remotely when the TC-945's memory is full:

Enter your **3-DIGIT REMOTE ACCESS CODE** anytime after the greeting begins.

To allow room for additional incoming messages, it is advisable to erase messages in line 1 or line 2 by pressing **4** on the keypad after you hear "End of messages" or erase a few individual messages by pressing **4** during message playback.

Follow the instructions on page XX for erasing messages.

NOTE:

- The TC-945 will automatically disconnect if you attempt to record a message when memory is full.

### REMOTE TURN-ON

If you left your home or office without turning on your TC-945, you can turn the machine on to answer line 1, line 2 or both lines.

To turn the TC-945 on to answer line 1 or line 2:

Call in on the line you want answered and let the phone ring 15 times or more.

- The answering machine will turn on.
- You will hear your greeting and a tone confirming that the line 1 answering machine is on.
- Enter your **3-DIGIT REMOTE ACCESS CODE** and use any of the remote features or

simply hang up.

Callers can now leave messages on line 1.

If both line 1 and line 2 of your TC-945 are set to off, you can turn on one or both lines:

1. Call line 1 and let the phone ring 15 times or more.
2. Hang up.
3. Call line 2 and let the phone ring 15 times or more.
4. You can now use any of the remote features.

### Base Unit Battery

Battery Backup

Low Battery Indicator

Moving the TC-945

Installing a 9V battery

Additional Information

Power Failure

Other 2 Line Setups

Multi-Line Installation

Cleaning the TC-945

Handset Battery Installation

Wall Mounting

Limited Warranty  
Troubleshooting

# FCC REQUIREMENTS

## USER INSTRUCTIONS

1. This equipment complies with Part 68 of the FCC rules. On the bottom of this equipment is a label that contains, among other information, the FCC registration number and Ringer Equivalence Number (REN) for this equipment. If requested, provide this information to your telephone company.
2. The REN is useful to determine the quantity of devices you may connect to your telephone line and still have all of those devices ring when your number is called. In most, but not all areas, the sum of the RENs of all devices should not exceed five (5.0). To be certain of the number of devices you may connect to your line, as determined by the REN, you should call your local telephone company to determine the maximum REN for your calling area.
3. If your answering machine causes harm to the telephone network, the telephone company may discontinue your service temporarily. If possible, they will notify you in advance. But if advance notice is not practical, you will be notified as soon as possible. You will be advised of your right to file a complaint with the FCC.
4. Your telephone company may make changes in its facilities, equipment, operations, or procedures that could affect the proper operation of your equipment. If they do, you will be given advance notice so as to give you an opportunity to maintain uninterrupted service.
5. If there is a problem with this unit, the telephone company may ask you to disconnect this equipment from the network until the problem has been corrected or you are sure that the equipment is not malfunctioning.
6. Repairs can only be made by the manufacturer or an authorized service agency. Unauthorized repairs void registration and warranty. Contact seller or manufacturer for details of permissible user-performed routine repairs, and where and how to have other than routine repairs made.
7. This equipment may not be used on coin service provided by the telephone company. Connection to party lines is subject to state tariffs. (Contact your state public utility commission or corporation commission for information.)

Jack: RJ11 Ringer Equivalence: See bottom/underside of the TC-945 base unit.  
CASIO PHONEMATE, Inc. 20665 Manhattan Place, Torrance, CA 90501

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

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

Some cordless telephones operate at frequencies that may cause interference to nearby TVs and VCRs; to minimize or prevent such interference, the base of the cordless telephone should not be placed near or on top of a TV or VCR; and, if interference is experienced, moving the cordless telephone farther away from the TV or VCR will often reduce or eliminate the interference.

Any changes made by the user not approved by CASIO PHONEMATE can void the user's authority to operate the equipment. **This product is hearing aid compatible.**