

Panasonic[®]

Operating Instructions

**Expandable Digital Cordless
Answering System**

Model No. **KX-TG4321**



This unit is compatible with Caller ID. You must subscribe to the appropriate service offered by your service provider/telephone company.

Charge the handset batteries for about 7 hours before initial use.

Please read these operating instructions before using the unit and save them for future reference.

For assistance, visit our website:

<http://www.panasonic.com/help> for customers in the U.S.A. or Puerto Rico.



Expanding your phone system

You can expand your phone system by registering optional handsets to a single base unit.

Handsets: max. 6

Additional digital
cordless handset
KX-TGA430/KX-TGA431



Important safety instructions

When using the product, basic safety precautions should always be followed to reduce the risk of fire, electric shock, or personal injury.

1. Read all instructions carefully.
2. Follow all warnings and instructions marked on the product.
3. Unplug the product from power outlets before cleaning. Do not use liquid or aerosol cleaners. Use a moist cloth for cleaning.
4. Do not use the product near water, for example near a bathtub, wash bowl, kitchen sink, etc.
5. Place the product securely on a stable surface. Serious damage and/or injury may result if the product falls.
6. Do not cover slots and openings on the product. They are provided for ventilation and protection against overheating. Never place the product near radiators, or in a place where proper ventilation is not provided.
7. Use only the power source marked on the product. If you are not sure of the type of power supplied to your home, consult your dealer or local power company.
8. Do not place objects on the power cord. Install the product where no one can step or trip on the cord.
9. Do not overload power outlets and extension cords. This can result in the risk of fire or electric shock.
10. Never push any objects through slots in the product. This may result in the risk of fire or electric shock. Never spill any liquid on the product.
11. To reduce the risk of electric shock, do not disassemble the product. Take

the product to an authorized service center when service is required.

Opening or removing covers may expose you to dangerous voltages or other risks. Incorrect reassembly can cause electric shock when the product is subsequently used.

12. Unplug the product from power outlets and take to an authorized service center when the following conditions occur:
 - A. When the power cord is damaged or frayed.
 - B. If liquid has been spilled into the product.
 - C. If the product has been exposed to rain or water.
 - D. If the product does not work normally by following the operating instructions. Adjust only controls covered by the operating instructions. Improper adjustment may require extensive work by an authorized service center.
 - E. If the product has been dropped or physically damaged.
 - F. If the product exhibits a distinct change in performance.
13. During thunderstorms, avoid using telephones except cordless types. There may be a remote risk of an electric shock from lightning.
14. Do not use the product to report a gas leak, when in the vicinity of the leak.

SAVE THESE INSTRUCTIONS

WARNING

- To prevent the risk of fire or electrical shock, do not expose the product to rain or any type of moisture.
- Unplug the product from power outlets if it emits smoke, an abnormal smell, or makes an unusual noise. These conditions can cause fire or electric shock. Confirm that smoke has

stopped emitting and contact the Panasonic Call Center at 1-800-211-PANA (1-800-211-7262).

- Do not spill liquids (detergents, cleansers, etc.) onto the telephone line cord plug, or allow it to become wet at all. This may cause a fire. If the telephone line cord plug becomes wet, immediately pull it from the telephone wall jack, and do not use.
- Do not place or use this product near automatically controlled devices such as automatic doors and fire alarms. Radio waves emitted from this product may cause such devices to malfunction resulting in an accident.
- Completely insert the AC adaptor/power plug into the power outlet. Failure to do so may cause electric shock and/or excessive heat resulting in a fire.
- Regularly remove any dust, etc. from the AC adaptor/power plug by pulling it from the power outlet, then wiping with a dry cloth. Accumulated dust may cause an insulation defect from moisture, etc. resulting in a fire.

CAUTION

Installation

- Never install telephone wiring during a lightning storm.
- Never install telephone line jacks in wet locations unless the jack is specifically designed for wet locations.
- Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying telephone lines.
- Do not touch the plug with wet hands.
- The AC adaptor is used as the main disconnect device. Ensure that the AC

outlet is installed near the product and is easily accessible.

Battery

To reduce the risk of fire or injury to persons, read and follow these instructions.

- We recommend using the batteries.
Use only rechargeable battery(ies).
- Do not mix old and new batteries.
- Do not dispose of the batteries in a fire, as they may explode. Check with local waste management codes for special disposal instructions.
- Do not open or mutilate the batteries. Released electrolyte from the batteries is corrosive and may cause burns or injury to the eyes or skin. The electrolyte may be toxic if swallowed.
- Exercise care when handling the batteries. Do not allow conductive materials such as rings, bracelets or keys to touch the batteries, otherwise a short circuit may cause the batteries and/or the conductive material to overheat and cause burns.
- Charge the batteries provided with or identified for use with this product only in accordance with the instructions and limitations specified in this manual.
- Only use a compatible base unit (or charger) to charge the batteries. Do not tamper with the base unit (or charger). Failure to follow these instructions may cause the batteries to swell or explode.
- This product is unable to make calls when:
 - the portable handset batteries need recharging or have failed.
 - there is a power failure.

Medical

- Consult the manufacturer of any personal medical devices, such as pacemakers or hearing aids, to determine if they are adequately shielded from external RF (radio frequency) energy. (The product operates in the frequency range of 1.92 GHz to 1.93 GHz, and the power output is 125 mW (max.).) Do not use the product in health care facilities if any regulations posted in the area instruct you not to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

Notice for product disposal, transfer, or return

- This product can store your private/confidential information. To protect your privacy/confidentiality, we recommend that you erase the information such as phonebook or caller list entries from the memory before you dispose, transfer, or return the product.

For best performance

Base unit location/avoiding noise

The base unit and other compatible Panasonic units use radio waves to communicate with each other.

- For maximum coverage and noise-free communications, place your base unit:
 - at a convenient, high, and central location with no obstructions between the handset and base unit in an indoor environment.
 - away from electronic appliances such as TVs, radios, personal

computers, wireless devices or other phones.

- avoid facing radio frequency transmitters, such as external antennas of mobile phone cell stations (avoid putting the base unit on a bay window or near a window).
- Coverage and voice quality depends on the local environmental conditions.
- If the reception for a base unit location is not satisfactory, move the base unit to another location for better reception.

Environment

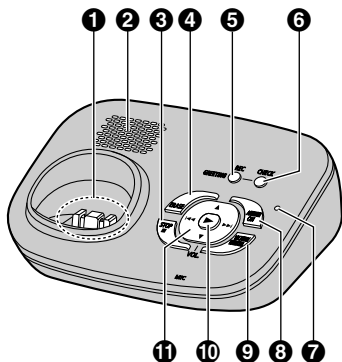
- Keep the product away from electrical noise generating devices, such as fluorescent lamps and motors.
- The product should be kept free from excessive smoke, dust, high temperature, and vibration.
- The product should not be exposed to direct sunlight.
- Do not place heavy objects on top of the product.
- When you leave the product unused for a long period of time, unplug the product from the power outlet.
- The product should be kept away from heat sources such as heaters, kitchen stoves, etc. It should not be placed in rooms where the temperature is less than 5 °C (41 °F) or greater than 40 °C (104 °F). Damp basements should also be avoided.
- The maximum calling distance may be shortened when the product is used in the following places: Near obstacles such as hills, tunnels, underground, near metal objects such as wire fences, etc.
- Operating the product near electrical appliances may cause interference. Move away from the electrical appliances.

Routine care

- Wipe the outer surface of the product with a soft moist cloth.
- Do not use benzine, thinner, or any abrasive powder.

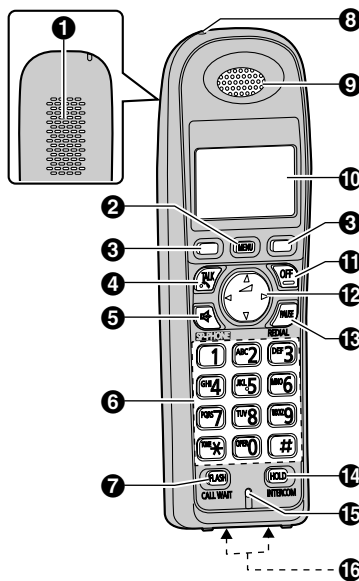
Controls

Base unit



- 1 Charge contacts
- 2 Speaker
- 3 [■] (STOP)
- 4 [ERASE]
- 5 [GREETING REC] (Recording)
- 6 [GREETING CHECK]
- 7 Answer on indicator
- 8 [ANSWER ON]
- 9 [LOCATOR] [INTERCOM]
- 10 [▶] (Play)
Message indicator
- 11 [▲] (VOL.: Volume up)
[▼] (VOL.: Volume down)
[↶] (Repeat)
[↷] (Skip)

Handset



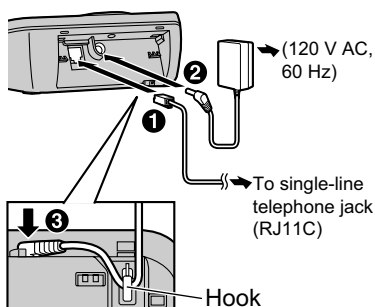
- 1 Speaker
- 2 [MENU]
- 3 Soft keys
- 4 [↶] (TALK)
- 5 [☎] (SP-PHONE: Speakerphone)
- 6 Dial keypad
([*]: TONE)
- 7 [FLASH] [CALL WAIT]
- 8 Charge indicator
Ringer indicator
Message indicator
- 9 Receiver
- 10 Display
- 11 [OFF]
- 12 Navigator key ([▲]/[▼]/[▶]/[↶])/
↵ (Receiver volume: [▲][▼])
- 13 [PAUSE] [REDIAL]
- 14 [HOLD] [INTERCOM]
- 15 Microphone
- 16 Charge contacts

Connections

Connect the telephone line cord until it clicks into the base unit and telephone line jack (1). Connect the AC adaptor cord (2) by pressing the plug firmly (3).

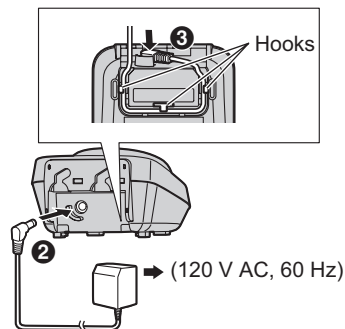
Base unit

- Use only the supplied Panasonic AC adaptor PQLV207.
- Use only the supplied telephone line cord. If you use a telephone line cord which is not supplied, the unit may not work properly.



Charger

- Use only the supplied Panasonic AC adaptor PQLV209.



Note:

- The AC adaptor must remain connected at all times. (It is normal for the adaptor to feel warm during use.)
- The AC adaptor should be connected to a vertically oriented or floor-mounted AC outlet. Do not connect the AC adaptor to a ceiling-mounted AC outlet, as the weight of the adaptor may cause it to become disconnected.

During a power failure

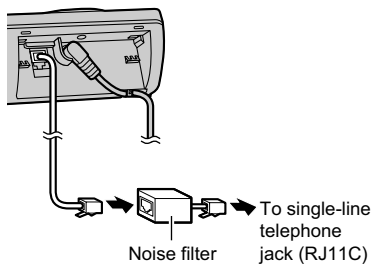
- The unit will not work during a power failure. We recommend connecting a corded-type telephone (without AC adaptor) to the same telephone line using a Panasonic T-adaptor.

If you subscribe to a DSL service

Please attach a DSL filter (contact your DSL provider) to the telephone line between the base unit and the telephone line jack in the event of the following:

- noise is heard during conversations.

– Caller ID features do not function properly.

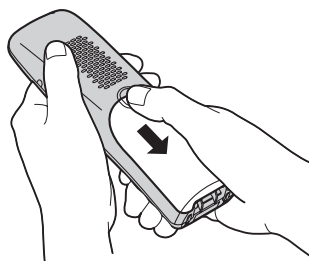


Battery installation and replacement

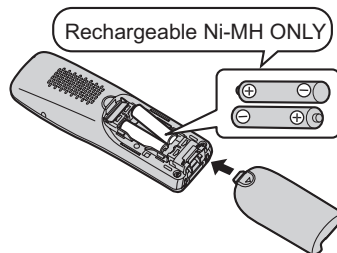
Important:

- Use only the supplied rechargeable batteries.
- USE ONLY rechargeable Ni-MH batteries AAA (R03) size.
- Do NOT use Alkaline/Manganese/Ni-Cd batteries.
- Ensure correct polarities (+, -) when installing the batteries.
- Wipe the battery ends (+, -) with a dry cloth.
- When installing the batteries, avoid touching the battery ends (+, -) or the unit contacts.
- When replacing batteries, we recommend using the Panasonic rechargeable batteries.

1 Press the notch on the handset cover firmly, and slide it in the direction of the arrow.

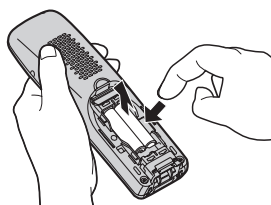


2 Insert the batteries negative (-) end first. Close the handset cover.



Note:

- When replacing batteries, remove the old batteries.



Attention:



A nickel metal hydride battery that is recyclable powers the product you have purchased. Please call 1-800-8-BATTERY (1-800-822-8837) for information on how to recycle this battery.

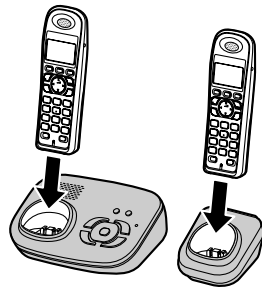
Battery charge

Place the handset on the base unit or charger for 7 hours before initial use.

- While charging:
 - “Charging” is displayed.
 - the charge indicator on the handset lights in amber.
- When the battery is fully charged:
 - “Charge completed” is displayed.
 - the charge indicator on the handset lights in amber.

Base unit:

Charger:



Note:

- It is normal for the handset to feel warm during charging.
- If you want to use the handset immediately, charge the batteries for at least 15 minutes.
- Clean the charge contacts of the handset, base unit, and charger with a

soft and dry cloth once a month. Clean more often if the unit is subject to the exposure of grease, dust, or high humidity.

- When the battery is empty, “Charge for 7h” is displayed and the charge indicator does not light for about 5 minutes to concentrate on charging.

Making calls

- 1 Lift the handset and dial the phone number.
 - To correct a digit, press **[Clear]**.
- 2 Press **[↶]** or **[Call]**.
- 3 When you finish talking, press **[OFF]** or place the handset on the base unit or charger.

Note:

- “Line in use” is displayed when someone is talking on the handset or another phone.

Using the speakerphone

- 1 Dial the phone number, and press **[☎]**.
 - Speak alternately with the other party.
- 2 When you finish talking, press **[OFF]**.

Note:

- For best performance, use the speakerphone in a quiet environment.
- To switch to the receiver, press **[↶]**.

Adjusting the receiver or speaker volume

Press **[▲]** or **[▼]** repeatedly while talking.

Making a call using the redial list

The last 5 phone numbers dialed are stored in the redial list (each 48 digits max.).

- 1 **[REDIAL]**
- 2 **[▼]/[▲]**: Select the desired phone number.
- 3 **[↶]**

Answering calls

When a call is being received, the ringer indicator flashes rapidly.

- 1 Lift the handset and press **[↶]** or **[☎]** when the unit rings.
- 2 When you finish talking, press **[OFF]** or place the handset on the base unit or charger.

Shared phonebook

The shared phonebook allows you to make calls without having to dial manually. Any handset registered to the base unit can use the shared phonebook. You can add 50 names and phone numbers to the shared phonebook.

Important:

- Only 1 person can access the shared phonebook at a time.

Registering a unit

Operating additional handsets

Additional handsets

Up to 4 handsets can be registered to the base unit.

Important:

- Additional handsets will give you the freedom to, for example, have an intercom call with another handset while a third handset is on an outside call.

Registering a handset to a base unit

The supplied handset and base unit are pre-registered. When you purchase an additional handset, refer to the additional handset's installation manual for registration. If for some reason the handset is not registered to the base unit, register the handset.

- 1 Handset:**
[MENU] → [#][1][3][0]
- 2 Base unit:**
 Press and hold **[LOCATOR/INTERCOM]** for about 5 seconds, until the registration tone sounds.
 - If all registered handsets start ringing, press **[LOCATOR/INTERCOM]** to stop, then repeat this step.
 - After pressing **[LOCATOR/INTERCOM]**, the rest of this procedure must be completed within 90 seconds.
- 3 Handset:**
 Press **[OK]**, then wait until a long beep sounds.

Using Caller ID service

Important:

- This unit is Caller ID compatible. To use Caller ID features, you must subscribe to Caller ID service. Contact your service provider/telephone company for details.

Caller ID features

When an outside call is being received, the name and phone number are displayed.

Caller information for the last 50 callers is logged in the caller list by the most recent call to the oldest.

- Generally caller information is displayed from the 2nd ring.
- If the unit cannot receive caller information, the following is displayed:
 - “**Out of area**”: The caller dialed from an area which does not provide Caller ID service.
 - “**Private caller**”: The caller requested not to send caller information.
 - “**Long distance**”: The caller made a long distance call.
- If the unit is connected to a PBX system, caller information may not be received properly. Contact your PBX supplier.

Answering system

The answering system can answer and record calls for you when you are unavailable to answer the phone.

Turning the answering system on/off

Press **[ANSWER ON]** to turn on/off the answering system.

- When the answering system is turned on, the ANSWER ON indicator lights up.

Greeting message

When the unit answers a call, callers are greeted by a greeting message. You can record your own greeting message or use a pre-recorded greeting message.

Recording your greeting message

You can record your own greeting message (2 minutes max.).

- 1 **[GREETING REC]**
- 2 Within 10 seconds, press **[GREETING REC]** again
- 3 Hold the handset about 1/2 inch (1.27 cm) away and speak into the microphone.
- 4 Press **[STOP]**, to stop recording.
- 5 **[OFF]**

Listening to messages using the base unit

When new messages have been recorded, the message indicator on the base unit flashes.

Press **[▶]** (Message).

- If new messages have been recorded, the base unit plays back new messages.
- If there are no new messages, the base unit plays back all messages.

FCC and other information

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the bottom of this equipment is a label that contains, among other information, a product identifier in the format US:ACJ-----.

If requested, this number must be provided to the telephone company.

- Registration No
.....(found on the bottom of the unit)
- Ringer Equivalence No.
(REN).....0.1B

A plug and jack used to connect this equipment to the premises wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with the product. It is designed to be connected to a compatible modular jack that is also compliant.

The REN is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. For products approved after July 23, 2001, the REN for the product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point (e.g., 03 is a

REN of 0.3).

If this equipment causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. But if advance notice isn't practical, the telephone company will notify the customer as soon as possible. Also, you will be advised of your right to file a complaint with the FCC if you believe it is necessary.

The telephone company may make changes in its facilities, equipment, operations or procedures that could affect the operation of the equipment. If this happens the telephone company will provide advance notice in order for you to make necessary modifications to maintain uninterrupted service.

If trouble is experienced with this equipment, for repair or warranty information, please contact a Factory Service Center or other Authorized Servicer. If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect the equipment until the problem is resolved.

Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission or corporation commission for information.

If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions

about what will disable alarm equipment, consult your telephone company or a qualified installer.

This equipment is hearing aid compatible as defined by the FCC in 47 CFR Section 68.316.

When you hold the phone to your ear, noise might be heard in your Hearing Aid. Some Hearing Aids are not adequately shielded from external RF (radio frequency) energy. If noise occurs, use an optional headset accessory or the speakerphone option (if applicable) when using this phone. Consult with your audiologist or Hearing Aid manufacturer about the availability of Hearing Aids which provide adequate shielding to RF energy commonly emitted by digital devices.

WHEN PROGRAMMING EMERGENCY NUMBERS AND(OR) MAKING TEST CALLS TO EMERGENCY NUMBERS:

- 1) Remain on the line and briefly explain to the dispatcher the reason for the call.
- 2) Perform such activities in the off-peak hours, such as early morning or late evenings.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

(1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. Privacy of communications may not be ensured when using this phone.

CAUTION:

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

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:

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

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. If

interference is experienced, move the cordless telephone further away from the TV or VCR. This will often reduce, or eliminate, interference.

FCC RF Exposure Warning:

- This product complies with FCC radiation exposure limits set forth for an uncontrolled environment.
- To comply with FCC RF exposure requirements, the base unit must be installed and operated 20 cm (8 inches) or more between the product and all person's body (excluding extremities of hands, wrist and feet).
- This product may not be collocated or operated in conjunction with any other antenna or transmitter.
- The handset may be carried and operated with only the specific provided belt-clip. Other non-tested belt-clips or similar body-worn accessories may not comply and must be avoided.

Notice

- FCC ID can be found inside the battery compartment or on the bottom of the units.

Notice

- This product is designed for use in the United States of America. Sale or use of this product in other countries may violate local laws.
- Cet appareil est conçu pour être utilisé aux États-Unis d'Amérique. La vente ou l'emploi de cet appareil dans certains autres pays peut constituer une infraction à la législation locale.
- Este producto está diseñado para usarse en los Estados Unidos de América. La venta o el empleo de este producto en ciertos países puede constituir violación de la legislación local.
- 本產品專為美國使用而設。若在其他國家銷售或使用，可能會違反當地法例。
- この製品は、日本国外での使用を目的として設計されており、日本国内での使用は法律違反となります。従って、当社では日本国内においては原則として修理などのサービスは致しかねます。

ENERGY STAR

As an ENERGY STAR® Participant, Panasonic has determined that this product meets the ENERGY STAR guidelines for energy efficiency. ENERGY STAR is a U.S. registered mark.



If you need assistance with setup or operation

1. Visit our website: <http://www.panasonic.com/help>
2. Contact us via the web at: <http://www.panasonic.com/contactus>
3. Call us at: 1-800-211-PANA (1-800-211-7262)
TTY users (hearing or speech impaired users) can call 1-877-833-8855.

When you ship the product

- Carefully pack your unit, preferably in the original carton.
- Attach a letter, detailing the symptom, to the outside of the carton.
- Send the unit to Panasonic Service and Technology Company, Exchange Center, prepaid and adequately insured.
- Do not send your unit to Panasonic Consumer Electronics Company listed below or to executive or regional sales offices. These locations do not repair consumer products.

For your future reference

We recommend keeping a record of the following information to assist with any repair under warranty.

Serial No.	Date of purchase
(found on the bottom of the base unit)	
Name and address of dealer	

Attach your purchase receipt here.

**Panasonic Consumer Electronics Company,
Division of Panasonic Corporation of North America**
One Panasonic Way, Secaucus, New Jersey 07094

Panasonic Puerto Rico, Inc.
San Gabriel Industrial Park, Ave. 65 de Infantería, Km. 9.5,
Carolina, Puerto Rico 00985

Copyright:

This material is copyrighted by Panasonic Communications Co., Ltd., and may be reproduced for internal use only. All other reproduction, in whole or in part, is prohibited without the written consent of Panasonic Communications Co., Ltd.

© 2007 Panasonic Communications Co., Ltd. All Rights Reserved.