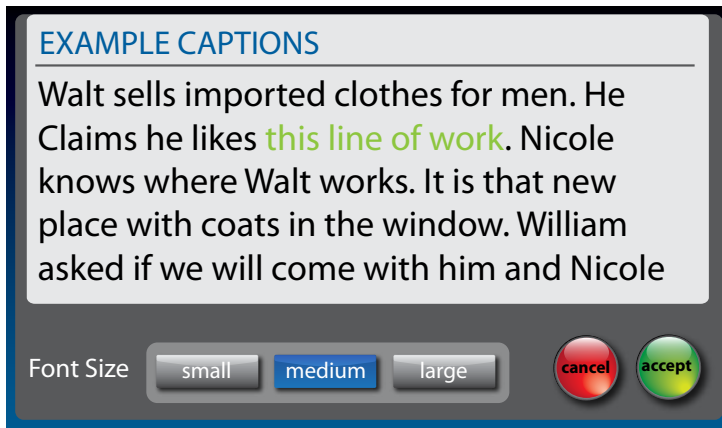








Changing the Captions Font Size



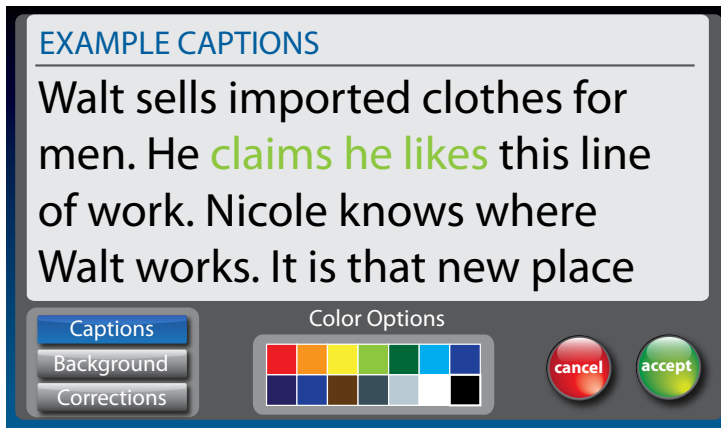
You can adjust the font size of the conversation captions to make them easier to read.

NOTE *Changing the font size only applies to conversation captions. The font size and style for your CapTel menu options always remains the same.*

To change the font size of the captions:

1. With the handset hung up, touch  (**Settings**).
2. Touch  (**Display**).
3. Touch  (**Font Size**).
4. The display screen shows what the current font size setting is. Touch the setting that you want: "**small**", "**medium**", or "**large**". The display screen shows an example of each font size that you select.
5. When you have selected the font size, touch  (**Accept**) to save your change or  (**Cancel**) to exit.
6. When you are done, press  (**HOME button**) to exit.




Changing the Color of the Captions



You can change the color of the captions font and background color on the display screen to a color combination that you prefer. You need to set the conversation colors before or after a call. You cannot change the captions colors during a live captioned call.


NOTE *Changing the font color applies only to conversation captions. The font size and style for your CapTel 2400i menu always stays the same.*

To change the font and background colors:


1. On the display screen, touch  **(Settings)**.
2. Touch  **(Display)**.
3. Touch  **(Display Colors)**.

4. The display screen shows you an example of how the colors are currently set.


To change the Captions color:




1. Make sure  (**Captions**) is highlighted (blue).
2. In the Color Options table, touch the color you that you would like the captions to appear. As you select your color, *CapTel* shows you an example of how the captions will look.

To change the Background color:

1. Touch  (**Background**) to highlight (blue).
2. In the Color Options table, touch the color you that you would like the background to appear. As you select your color, *CapTel* shows you an example of how the background will look.

To change the Corrections color:

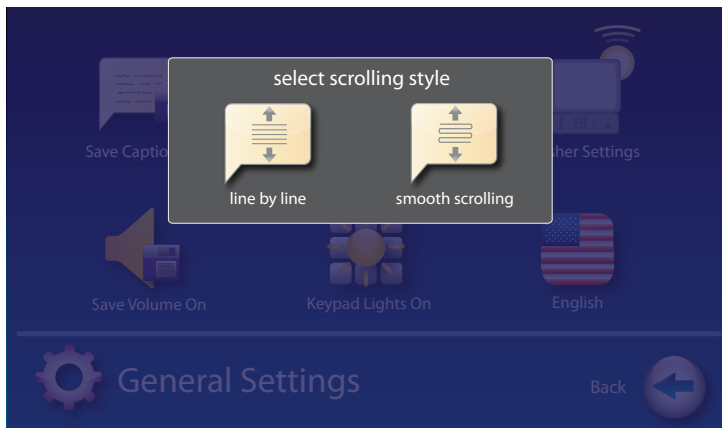
1. Touch  (**Corrections**) to highlight (blue).
2. In the Color Options table, touch the color you that you would like the corrections to appear. As you select your color, *CapTel* shows you an example of how the corrections will look.

5. When you have selected the color combination that you prefer, touch  (**Accept**) to save or  (**Cancel**) to exit.
6. When you are done, press  (**HOME button**) to exit.

TIP




If you have difficulty reading the captions, you may try different color combinations to create higher contrast between the captions color and the background color.

Setting how Captions Scroll Across the Display Screen




You can control how the captions appear on the display screen: either appearing word-by-word across the screen as each word is captioned or by smooth scrolling one line at a time in a continuous movement. The default setting is smooth scrolling.

To change the way captions scroll across the screen:

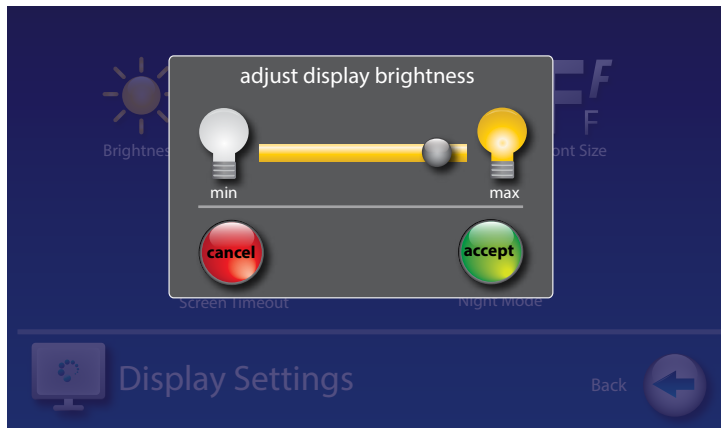
1. On the display screen, touch  (**Settings**).
2. Touch  (**General Settings**).
3. Touch  (**Smooth Scrolling**).
4. Touch the scrolling option that you prefer.

Line-by-Line Scrolling: captions appear word-by-word across the screen as they are captioned

Smooth Scrolling: captions appear one line at a time in a continuous motion

5. Once you have made your selection, press  (**HOME button**) to exit.







Adjusting the Brightness of the Display Screen



You can adjust the brightness of your CapTel 2400i display screen to make it easier to read in well-lit or dimly-lit environments.

NOTE *You need to adjust the brightness of the Display Screen before or after a call. You cannot set the display screen brightness during a live captioned call.*



To adjust the brightness of the Display Screen:

1. On the display screen, touch  (**Settings**).
2. Touch  (**Display**).
3. Touch  (**Brightness**)
4. Touch and drag the slide bar to adjust the brightness to the setting that you would like. Sliding left makes the display screen dimmer. Slide right to make the display screen brighter.
5. When the brightness is set, touch  (**Accept**) to save or  (**Cancel**) to exit.
6. Press  (**HOME button**) to exit.

NOTE *After 60 seconds of non-use, the CapTel display screen will start becoming more dim and gradually go completely dark as an energy-saving measure. To re-illuminate the screen, simply touch the display screen or any button on the dialing keypad.*

Getting Help

If you have any questions as you use your new CapTel 2400i, we're here to help. Use any of these ways to contact us:

Pick up the handset and press  **(CUST SERV)** to automatically speed dial directly to our helpful Customer Service team. If you are in an office setting, you may need to dial a number such as "9" first to get an outside line first and then press  **(CUST SERV)**. *(Available 24 hours a day, 7 days a week. Customer Service is closed on major holidays.)*

Help materials are also available online at our website.



Phone: 1-888-269-7477 *(Available 24 hours a day, 7 days a week)*

FAX: (608) 204-6167



Mail: CapTel Customer Service
450 Science Drive
Madison, WI 53711



Email: CapTel@CapTel.com

Online: www.CapTel.com
(Live Chat help available at our website)

Call History



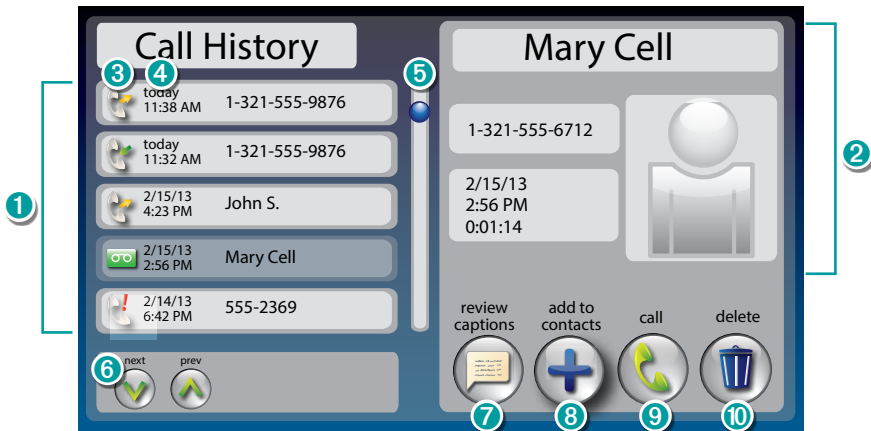
This section explains how to use Call History to see who has called you, to review captions of past conversations, and to see information about any incoming calls you may have missed.

TOPICS

- **Reviewing Previous Calls**
- **Reviewing Captions from a Previous Call**
- **Dialing from Call History**
- **Erasing Previous Calls**

Reviewing Previous Calls

Your *CapTel* 2400i keeps a list of information about recent calls, including calls that you may have missed. You can review captions from the call, the date and time of the call, and any Caller ID information if available. *CapTel* can even show you a picture of the caller if it is someone in your Contact list.



- 1 Previous calls: Touch the call you want information about.
- 2 Information about the call shows up here.
- 3 Indicates whether call was incoming, outgoing, picked up by the answering machine, or unanswered.
- 4 Date and time of the call.
- 5 Use the scroll bar to review entries further down the list.
- 6 Next/Previous: Lets you skip 5 entries up/down the list.
- 7 Captions: Review captions of the call.
- 8 Add to Contacts: Adds caller to your contact list.
- 9 Call: Places a call to this person.
- 10 Delete: Erases this call from Call History.

TIP


Remember to first touch the call listed in Call History on the left side of display that you want to review. Once you touch the call listing, more information about the call will appear on the right of your screen, including a picture of the caller if it is someone already in your Contact list.


Reviewing Captions from a Previous Call







You can look back and see captions from any call in your Call History.



To review captions from a previous call:

1. From the display screen, touch  (**Call History**).
2. From the list on the left, touch the call that you want to review.

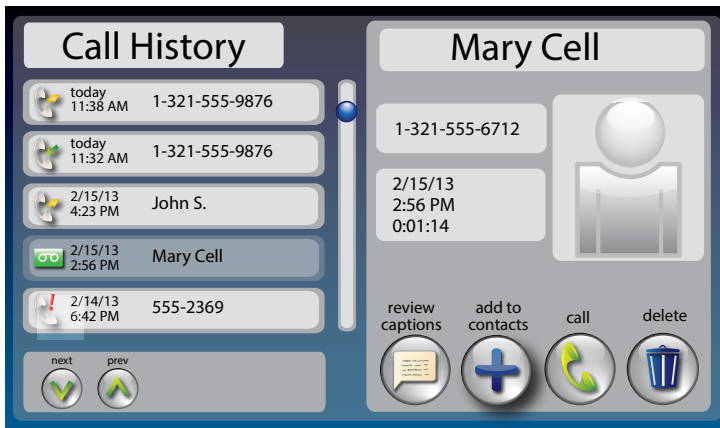
TIP Touch and drag the scroll bar to see calls further up or down the list. You can use  (**Next/Prev**) to skip 5 entries up or down the list.

3. Information about the call that you selected appears in the right of the screen.
4. Touch  (**Review Captions**) to review captions of the call.
5. Touch and drag the scroll bar at the right to move backwards and forwards through the captions.
6. When you are finished, press  (**HOME button**) to exit.

NOTE You can increase/decrease the size of the captions font by touching  or  at the bottom of the display.


NOTE Touch   (**<<prev / next>>**) to view captions from a previous/later call.


Dialing from Call History




You can use Call History to quickly re-dial someone that has called you before. This is especially helpful if you notice you've missed a call – you can call the person back directly from Call History.

To dial a number from Call History:

1. From the display screen, touch  (**Call History**).
2. From the list on the left, touch the call that you want to review.

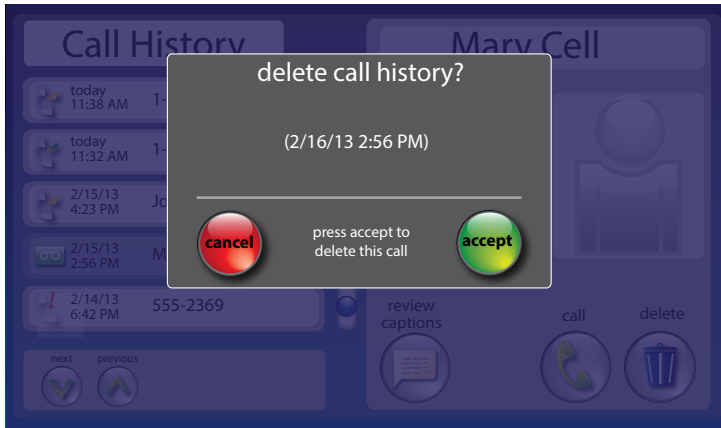
TIP Touch and drag the scroll bar to see calls further up or down the list. You can use  (**Next/Prev**) to skip 5 entries up or down the list.

3. Information about the call that you selected appears in the right of the screen.
4. Touch  (**Call**) to place a call to this person.


If you are calling this number for the first time, the display asks you to confirm which number to call. For example, if you need to dial the area code or if a dialing prefix (such as “9”) is required.


5. Lift the handset. CapTel dials the number automatically.





Erasing Previous Calls








To erase a single call from Call History:

1. From the display screen, touch  (**Call History**).
2. From the list on the left, touch the call that you want to review.

TIP *Touch and drag the scroll bar to see calls further up or down the list. You can use  (**Next/Prev**) to skip 5 entries up or down the list.*

3. Information about the call you selected appears in the right of the display.
4. Touch  (**Delete**) to erase this call from your Call History.
5. The display asks you to confirm if you want to delete the call. Touch  (**Accept**) to erase or  (**Cancel**) to exit.
6. When you are finished, press  (**HOME button**) to exit.

To erase all calls from Call History

1. From the display screen, touch  (**Call History**).
2. Touch  (**Delete**) on the right side of display to erase all of the calls in Call History.
3. The display asks you to confirm that you want to delete all calls. Touch  (**Accept**) to erase or  (**Cancel**) to exit.
4. When you are finished, press  (**HOME button**) to exit.

Answering Machine



This section explains how to use the built-in Answering Machine and see captions of messages that people leave for you. You can hear the voice recording and read captions of the message. CapTel can also show you captions of messages that are left on an external answering machine.

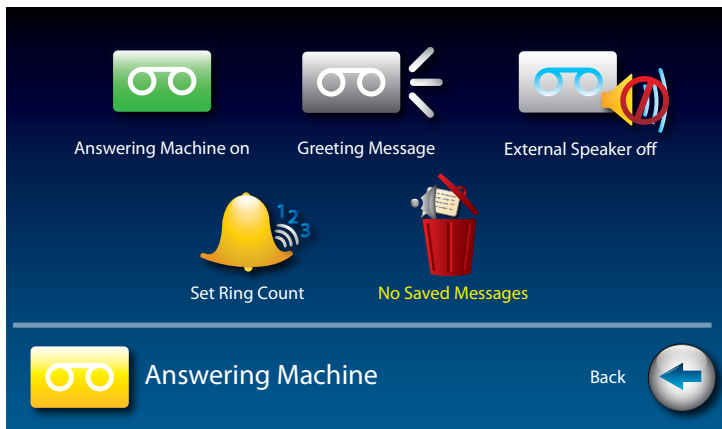
TOPICS





- **About the Answering Machine**
- **Turning Answering Machine On/Off**
- **Playing Your Answering Machine Messages**
- **Erasing Answering Machine Messages**
- **Deleting All Messages**
- **Recording a Personal Greeting**
- **Captioning Messages from an External Answering Machine**
- **Setting the Ring Count**
- **Playing Incoming Messages Aloud/Silent**

About the Answering Machine

Your *CapTel* 2400i can take messages for you when you are unavailable, for you to play back later. When checking your messages, you can listen to the messages as well as see captions. The *CapTel* Answering Machine saves up to 100 messages.

Turning Answering Machine On/Off



1. On the display screen, touch  (**Ans Machine**). The first time you set up your Answering Machine, the display tells you there are no messages available.
2. Touch  (**Answering Machine Settings**).
3. The display screen shows you the current setting (on or off). Touch  (**Answering Machine On**) and select on or off.
4. When you are finished, press  (**HOME button**) to exit.

TIP A green ON indicator appears on the Answering Machine icon to let you know at a glance whenever the Answering Machine is turned on.