

REVISED 1/15/99



User's Manual for Tapeless Digital Answering System with Time/Day 1717

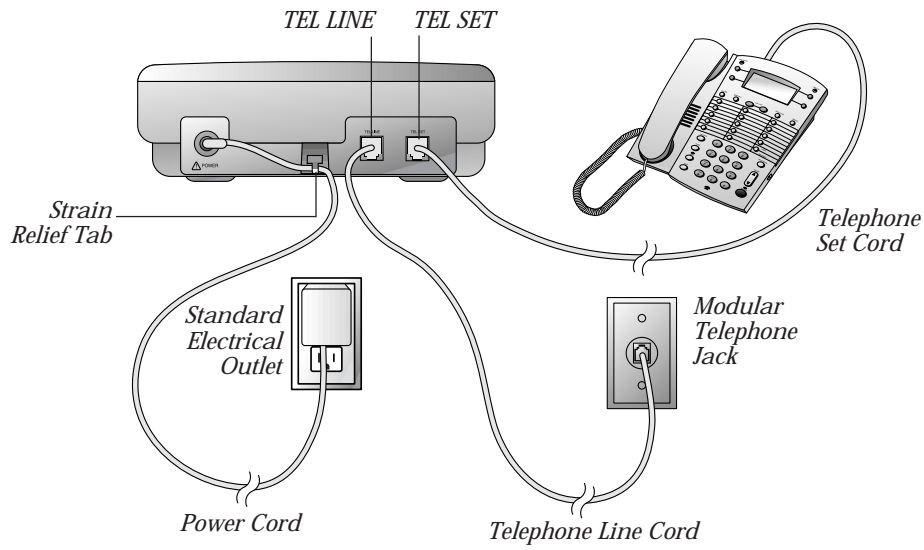


*Fold open this manual for information about this product's installation and operation. Please read **Part 1 - Important Product Information**, included in this package.*



Part 2

INSTALLATION



1 Connect the telephone line cord.

Plug one end of the telephone line cord into the jack labeled **TEL LINE** on the back of the system. Plug the other end into a modular telephone jack.

2 Connect the telephone.

NOTE: If you do not want to connect a telephone, skip to Step 3.

Plug the telephone set cord from the telephone into the jack labeled **TEL SET** on the back of the system.

3 Connect the power cord.

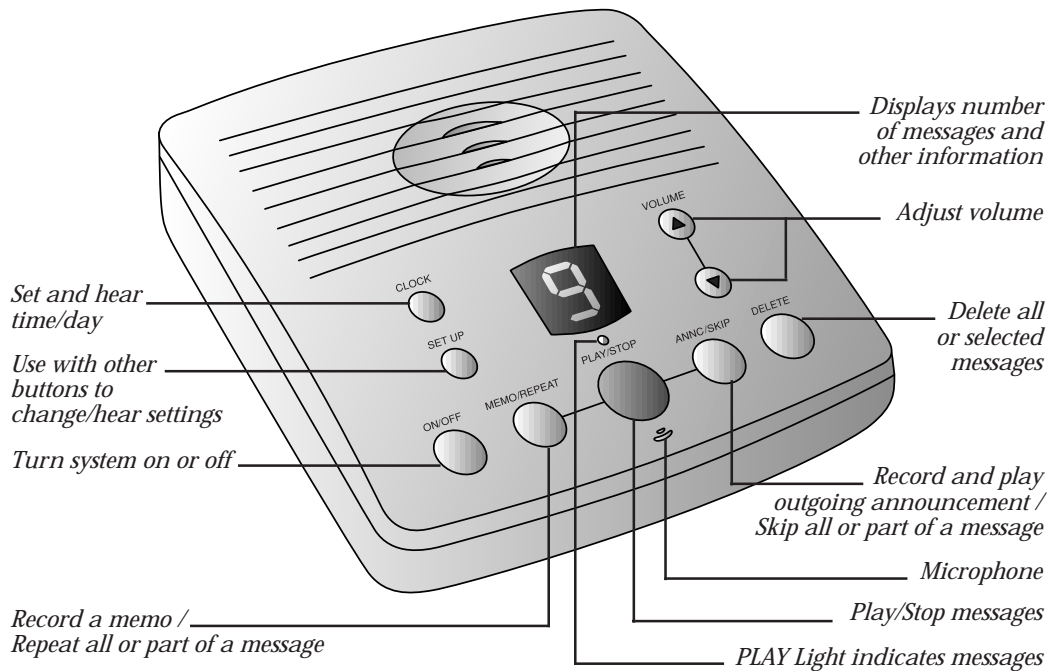
Plug the power cord into the jack labeled **POWER** and into an electrical outlet not controlled by a wall switch. Fit the power cord behind the strain relief tab. The Message Window flashes **C** to indicate that you need to set the clock.



Use only the power cord supplied with this product. If you need a replacement, call 1 800 722-9125.
Input: 120V, 60 Hz.
Output: 9V AC, 400 mA.



OPERATION



Setting the Clock

You'll need to set the clock so that it can announce the day and time that each message is received. Press **[PLAY/STOP]** to exit Setting the Clock at any time.

- 1 Press and hold **[CLOCK]** until the Message Window displays **C**, and the default day is announced.
- 2 To change the day setting, hold down **[MEMO/REPEAT]** or **[ANNC/SKIP]** until the correct day is announced. Then release the button.
- 3 Press and release **[CLOCK]**. The current hour setting is announced.
- 4 To change the hour setting, hold down **[MEMO/REPEAT]** or **[ANNC/SKIP]** until the correct hour is announced. Then release the button.
- 5 Press and release **[CLOCK]**. The current minutes setting is announced.
- 6 To change the minutes setting, hold down **[MEMO/REPEAT]** or **[ANNC/SKIP]** until the correct minutes setting is announced. Then release the button.
- 7 Press and release **[CLOCK]**. The new day and time are announced.

To check the clock, press and release **[CLOCK]**.



NOTE: In the event of a power failure, see the instructions on the bottom of the unit to reset the clock.

Recording Your Announcement

Before using this answering system, you should record the announcement (up to one minute long) that callers will hear when the system answers a call. If you choose not to record an announcement, the system answers with a prerecorded announcement: "Hello. Please leave a message after the tone."

- 1 Press and hold **[ANNC/SKIP]**. The system beeps. Speak toward the microphone normally, from about nine inches away. While you are recording, the Message Window displays —.
- 2 To stop recording, release **[ANNC/SKIP]**. The system automatically plays back your announcement.

To review your announcement, press and release **[ANNC/SKIP]**.

Turning the System On/Off

Use **[ON/OFF]** to turn the system on and off. When the system is off, the Message Window is blank.

Volume Control

Use volume buttons (**[▲]** and **[▼]**) to adjust the volume of the system's speaker. Press the top button (**[▲]**) to increase volume. Press the bottom button (**[▼]**) to decrease volume. The system beeps three times when you reach the maximum or minimum volume setting.

OPERATION

Answering Calls

When the system answers a call, the caller hears the announcement you recorded, followed by a beep. After the beep, the system begins recording your caller's message. A caller can leave a message up to three minutes long. If the message is longer than three minutes, or if the caller is silent for more than seven seconds, or if the system runs out of memory, the system beeps once and hangs up.

Callers can skip over your announcement by pressing **#**.

Message Window

The Message Window displays the number of messages that have been recorded. If there are more than nine messages recorded, the Message Window alternately displays the two digits of the total number of messages recorded. If the Message Window displays **F**, then the memory is full and you'll need to delete messages before new ones can be recorded.

PLAY Light

The PLAY Light blinks when you have new messages, and remains steady when you have messages in memory that you've already played. The PLAY Light is off when there are no messages in memory.

Call Screening/Intercept

Set the system to answer calls, and set the volume control so you can hear the caller's message. If you choose not to hear the caller's message, adjust the volume to the lowest setting. The Message Window displays **0**.

If you decide to take the call, lift the handset of any telephone on the same line. The system stops recording and resets to answer calls.

Feature Set Up

You can set up one feature at a time as described below, or you can set up a feature, and then move on to set up another feature. After you change one feature, press and release **SET UP** until you hear the voice prompt for the next feature you want to change

— **OR** —

Press **PLAY/STOP** to exit

— **OR** —

The system will time out after 30 seconds and save any changes already made.

Ring Select and Toll Saver

Use Ring Select to choose how many times the line will ring before the system answers a call. Set for 2, 4 or Toll Saver. When you set the system for Toll Saver, it answers after four rings when you have no new messages, and after two rings when you have new messages.

- 1 Press and hold **SET UP** for about two seconds. The system announces the current ring selection.
- 2 Press and release **ANNC/SKIP** or **MEMO/REPEAT** until the system announces your ring selection.

- 3 Press and release **PLAY/STOP** to exit

— **OR** —

Press and release **SET UP** to change the Remote Access Code (follow Steps 2–5 under “Remote Access Code”).

Remote Access Code

You can use many features of this answering system remotely from a touch tone phone. Most features can be accessed only after you enter a Remote Access Code, which is preset to 123. You can review the Remote Access Code by pressing and releasing **SET UP**.

You can change the Remote Access Code to any three digit number from 100 to 999.

- 1 Press and hold **SET UP**. After the Ring Select setting is announced, continue to press and release **SET UP** until the system announces the current Remote Access Code.
- 2 Press and release **ANNC/SKIP** or **MEMO/REPEAT** until the system announces the first digit you want.
- 3 Press and release **SET UP** to select the announced digit.
- 4 Repeat Steps 2 and 3 for the second and third digits of the code.
- 5 Press **PLAY/STOP** to exit

— **OR** —

Press **SET UP** to turn the Announcement Monitor on or off (follow Steps 2 and 3 under “Announcement Monitor”).

OPERATION

Announcement Monitor

You can choose whether to hear the announcement when your system answers a call, or have it silent (off) on your end (your caller will still hear an announcement).

- 1 Press and hold **SETUP**. After the Ring Select setting is announced, continue to press and release **SETUP** until the system announces “*Monitor is on (or off)*”.
- 2 Press and release **ANNC/SKIP** or **MEMO/REPEAT** until the system announces your selection.
- 3 Press and release **PLAY/STOP** or **SETUP** to exit.

Listening to Your Messages

As the system plays back messages, the Message Window displays the number of the message playing. Before playing each message, the system announces the day and time the message was received. After playing the last message, the system announces “*End of messages.*”

Play all messages — Press and release **PLAY/STOP**. If you have no messages, the system announces “*No messages.*”

Play new messages only — Hold down **PLAY/STOP** for about two seconds, until the system begins playing. If you have no new messages, the system announces “*No new messages.*”

Repeat entire message — Press and release **MEMO/REPEAT**.

Repeat part of message — Hold down **MEMO/REPEAT** for a few seconds, then release it to resume playing. The system beeps while the button is held down.

Repeat previous message — Press **MEMO/REPEAT** twice, continue this process to hear other previous messages.

Skip to next message — Press and release **ANNC/SKIP**.

Skip part of a message — Hold down **ANNC/SKIP** for a few seconds, then release it to resume playing. The system beeps while the button is held down.

Stop message playback — Press and release **PLAY/STOP**.

Saving Messages

The system automatically saves your messages if you do not delete them. The system can save about 12 minutes of messages, including your announcement, for a total of up to 59 messages. When memory is full, you must delete some or all messages before new messages can be recorded.

Deleting Messages

Delete all messages — Hold down **DELETE**. The system announces “*Messages deleted*” and permanently deletes messages. The Message Window displays **0**. If you haven’t listened to all of the messages, the system beeps five times, and does not delete messages.

Delete selected messages — Press and release **DELETE** while the message you want to delete is being played. The system beeps once, and continues with the next message. If you want to check a message before you delete it, you can press **MEMO/REPEAT** to replay the message before deleting it.

When the system reaches the end of the last message, the messages not deleted are renumbered, and the Message Window displays the total number of messages remaining in memory.

Recording a Memo

You can record a memo to be stored as an incoming message. The memo can be up to three minutes long, and will be played back with other messages.

- 1 Press and hold **MEMO/REPEAT**. After the beep, speak toward the microphone.
- 2 To stop recording, release **MEMO/REPEAT**.
- 3 To play the memo, press **PLAY/STOP**.

When Memory is Full

The system can record approximately 12 minutes of messages, including your announcement, for a total of up to 59 messages. When memory is full, or 59 messages have been recorded, the Message Window flashes **F**. Delete messages to make room for new ones.

When memory is full, the system answers calls after 10 rings, and sounds two beeps instead of your announcement.

REMOTE OPERATION

Connect with the Answering System

- 1 Dial your telephone number from a touch tone phone with a different telephone number.
- 2 When the system answers, enter your three-digit Access Code during or after the announcement. The system announces the number of messages, then beeps twice. If you don't hear the two beeps, wait for the announcement to end or press **#** to stop the announcement, then re-enter the code.
- 3 The two-beep signal lets you know the system is ready to accept a remote command.

Playing Messages

- 1 After the two beeps, wait four seconds, and the system plays back messages
— **OR** —
Press and release **1** to play all messages
— **OR** —
Press and release **2** to play only new messages. (If there are no new messages, the system announces “*No new messages.*”)
- 2 **To repeat a message** — Press and release **4** while the message is playing.
To repeat part of a message — Hold down **4**. To resume playing, release **4**.
To skip a message — Press and release **6** while the message is playing.
To skip part of a message — Hold down **6**. To resume playing, release **6**.
To stop message playback — Press and release **5**.
To save messages, hang up.

Deleting Messages

Delete All Messages

After you have listened to all messages and heard the two beeps, press **3 3**.

Delete Selected Messages

Press and release **3** while the message you want to delete is playing.

Record Announcement

- 1 Press **7 X**, and begin speaking after the beep.
- 2 Press **5** when you are finished. The system replays your new announcement.

To review your announcement — Press **7 1**.

Record a Memo

- 1 Press **#** and begin speaking after the beep.
- 2 Press **5** when you are finished.

Room Monitor with Intercom

You can call the answering system and listen to any activity in the room.

- 1 Press **9 8** to listen for 30 seconds.
- 2 If you wish, you can press **8** while the monitor is active to speak to someone in the room (up to 30 seconds).
- 3 Press **8** again during intercom operation to return to listening only.
- 4 Press **5** at any time to exit Room Monitor with Intercom.

Ending the Remote Access Call

Press **X 9**. The system announces “*The machine will now hang up,*” and disconnects the call.

Changing Remote Access Code

- 1 Press **9 9**. The system announces “*Enter new code.*”
- 2 Enter your new Remote Access Code (any number between 100 and 999).
- 3 If a valid code is entered, the system announces the new Remote Access Code. If an invalid code is entered, the system beeps five times rapidly, then beeps twice. Repeat Steps 1 and 2.

REMOTE OPERATION

Turn System Off

Press **0 0**.

Turn System On



When the system is off, it answers after 10 rings, announces "*The machine is off*," and beeps twice.

- 1 Press **0** to turn the system on.
- 2 The system beeps twice and is ready to answer calls and record messages. If the system beeps five times, the memory is full.

Memory Full

The system answers after 10 rings, then announces "*Memory is full*," and beeps twice, you must delete messages to make room for new ones.

- 1 Enter the Remote Access Code after two-beep signal.
- 2 Listen to messages, and delete some or all of them.
- 3 Press **0** to make sure your system is on before you hang up.

IN CASE OF DIFFICULTY



If this answering system does not work properly, try the following suggestions. If you're still having difficulty, call 1 800 722-9125.

Message Window Is Blank

- Make sure the power cord is securely connected to both the answering system and an electrical outlet not controlled by a wall switch.
- Press **ON/OFF** to make sure the system is on.

Messages Are Incomplete

- The system can accept messages up to three minutes long. If a caller leaves a very long message, part of it might be lost when the system disconnects the call after three minutes.
- If the caller pauses for more than seven seconds, the system stops recording and disconnects the call.
- If the system's memory fills up during a message, the system stops recording and disconnects the call.

System Does Not Answer After Correct Number of Rings

- If the Toll Saver feature is on, the number of rings changes from four to two when you have new messages waiting.
- In some cases, the system might be affected by the ringing system used by the local telephone company.
- If the system's memory is full or the system is off, the system answers after 10 rings.

System Will Not Record Messages

When memory is full and the Message Window displays **F**, saved messages must be deleted before new messages can be recorded.

System Does Not Respond To Remote Commands

- Make sure you are calling from a touch tone phone. When you dial a number, you should hear tones. If you hear clicks instead, the phone is not a touch tone telephone.
- The answering system may not detect the Remote Access Code while your announcement is playing. Try waiting until the announcement is over before entering the code.
- There may be noise interference on the phone line you are using. Press dial buttons firmly.
- Make sure you are entering your Remote Access Code correctly.
- You might be calling from a phone that sends tones too short for your answering system to detect.

Power Failure Recovery

If the system is disconnected from AC power it will not operate. Your announcement and messages are retained in memory during a power failure, but you will need to reset the clock. See the instruction label on the bottom of the unit.

Message Window Displays

- ⌂ Clock needs to be reset.
 - *Flashing* - System is busy or in use
 - OR—
 - Steady* - System in Remote Access mode.
- ⌂ Remote listening mode.
- ' Deleting (*rotating*).
- F Memory is full
 - OR—
 - Announcement monitor is off (shown during Setup).
- E Call 1 800 722-9125.





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Tapeless Digital Answering System 1717

Remote Commands

To connect with your answering system:

- 1 Dial your telephone number from a touch tone phone.
- 2 When the system answers, enter your Remote Access Code. The system announces the number of messages and beeps twice.
- 3 Wait four seconds for the system to play back all messages
— **OR** —
Enter a remote command from inside this card.



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Tapeless Digital Answering System 1717

Remote Commands

To connect with your answering system:

- 1 Dial your telephone number from a touch tone phone.
- 2 When the system answers, enter your Remote Access Code. The system announces the number of messages and beeps twice.
- 3 Wait four seconds for the system to play back all messages
— **OR** —
Enter a remote command from inside this card.



ONE KEY REMOTE COMMANDS

Play All 1	Play New 2 <small>ABC</small>	Delete 3 <small>DEF</small>
Repeat 4 <small>GHI</small>	Stop/Exit 5 <small>JKL</small>	Skip 6 <small>MNO</small>
Annnc. 7 <small>PQRS</small>	8 <small>TUV</small>	9 <small>WXYZ</small>
* TONE	System On 0 <small>OPER</small>	Record Memo #

TWO KEY REMOTE COMMANDS

Turn system off	0 0
Delete all messages	3 3
Review announcement	7 1
Record announcement	7 * , speak after beep, press 5 to stop
Room monitor	9 8 , press 8 to speak with someone in the room; press 5 to exit
End remote access call	* 9



ONE KEY REMOTE COMMANDS

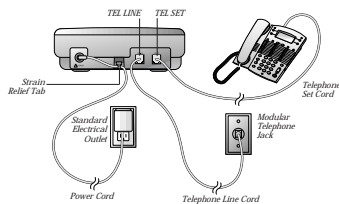
Play All 1	Play New 2 <small>ABC</small>	Delete 3 <small>DEF</small>
Repeat 4 <small>GHI</small>	Stop/Exit 5 <small>JKL</small>	Skip 6 <small>MNO</small>
Annnc. 7 <small>PQRS</small>	8 <small>TUV</small>	9 <small>WXYZ</small>
* TONE	System On 0 <small>OPER</small>	Record Memo #

TWO KEY REMOTE COMMANDS

Turn system off	0 0
Delete all messages	3 3
Review announcement	7 1
Record announcement	7 * , speak after beep, press 5 to stop
Room monitor	9 8 , press 8 to speak with someone in the room; press 5 to exit
End remote access call	* 9

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INSTALLATION

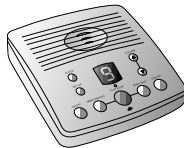


- 1 Connect the telephone line cord.** Plug one end of the telephone line cord into the jack labeled **TEL LINE** on the back of the system. Plug the other end into a modular telephone jack.
- 2 Connect the telephone.** Plug the telephone set cord from the telephone into the jack labeled **TEL SET** on the back of the system.
NOTE: If you do not want to connect a telephone, skip to Step 3.
- 3 Connect the power cord.** Plug the power cord into the jack labeled **POWER** and into an electrical outlet not controlled by a wall switch. Fit the power cord behind the strain relief tab. The Message Window flashes **C** to indicate that you need to set the clock.
⚠ Use only the power cord supplied with this product. If you need a replacement, call 1 800 722-9125. Input: 120V, 60 Hz. Output: 9V AC, 400 mA.



User's Manual for Tapeless Digital Answering System with Time/Day 1717

Fold open this manual for information about this product's installation and operation. Please read **Part 1 - Important Product Information**, included in this package.

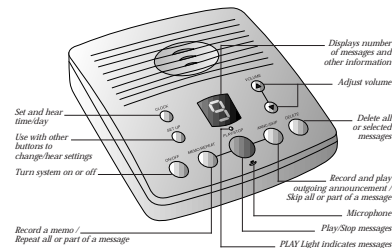


Part 2

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1

OPERATION



Setting the Clock

You'll need to set the clock so that it can announce the day and time that each message is received. Press **[FLASH]** to exit Setting the Clock at any time.

- Press and hold **[FLASH]** until the Message Window displays **C**, and the default day is announced.
- To change the day setting, hold down **[MONDAY]** or **[TUESDAY]** until the correct day is announced. Then release the button.
- Press and release **[CLOCK]**. The current hour setting is announced.
- To change the hour setting, hold down **[9:00-9:29]** or **[10:00-10:29]** until the correct hour is announced. Then release the button.
- Press and release **[CLOCK]**. The current minutes setting is announced.
- To change the minutes setting, hold down **[1:00-1:29]** or **[2:00-2:29]** until the correct minutes setting is announced. Then release the button.
- Press and release **[CLOCK]**. The new day and time are announced.

To check the clock, press and release **[CLOCK]**.

NOTE: In the event of a power failure, see the instructions on the bottom of the unit to reset the clock.

Recording Your Announcement

Before using this answering system, you should record the announcement (up to one minute long) that callers will hear when the system answers a call. If you choose not to record an announcement, the system answers with a prerecorded announcement: "Hello. Please leave a message after the tone."

- Press and hold **[MESSAGE]**. The system beeps. Speak toward the microphone normally, from about nine inches away. While you are recording, the Message Window displays **—**.
- To stop recording, release **[MESSAGE]**. The system automatically plays back your announcement.

To review your announcement, press and release **[MESSAGE]**.

Turning the System On/Off
Use **[ON/OFF]** to turn the system on and off. When the system is off, the Message Window is blank.

Volume Control

Use volume buttons (**[A]** and **[V]**) to adjust the volume of the system's speaker. Press the top button (**[A]**) to increase volume. Press the bottom button (**[V]**) to decrease volume. The system beeps three times when you reach the maximum or minimum volume setting.

2

OPERATION

Answering Calls

When the system answers a call, the caller hears the announcement you recorded, followed by a beep. After the beep, the system begins recording your caller's message. A caller can leave a message up to three minutes long. If the message is longer than three minutes, or if the caller is silent for more than seven seconds, or if the system runs out of memory, the system beeps once and hangs up. Callers can skip over your announcement by pressing **[S]**.

Message Window

The Message Window displays the number of messages that have been recorded. If there are more than nine messages recorded, the Message Window alternately displays the two digits of the total number of messages recorded. If the Message Window displays **F**, then the memory is full and you'll need to delete messages before new ones can be recorded.

PLAY Light

The **PLAY** light blinks when you have new messages, and remains steady when you have messages in memory that you've already played. The **PLAY** light is off when there are no messages in memory.

Call Screening/Intercept

Set the system to answer calls, and set the volume control so you can hear the caller's message. If you choose not to hear the caller's message, adjust the volume to the lowest setting. The Message Window displays **0**.

If you decide to take the call, lift the handset of any telephone on the same line. The system stops recording and resets to answer calls.

Feature Set Up

You can set up one feature at a time as described below, or you can set up a feature, and then move on to set up another feature.

After you change one feature, press and release **[SETUP]** until you hear the voice prompt for the next feature you want to change — **OR** —

Press **[FLASH]** to exit — **OR** —

The system will time out after 30 seconds and save any changes already made.

Ring Select and Toll Saver

Use **Ring Select** to choose how many times the line will ring before the system answers a call. Set for 2, 4 or Toll Saver. When you set the system for Toll Saver, it answers after four rings when you have no new messages, and after two rings when you have new messages.

- Press and hold **[SETUP]** for about two seconds. The system announces the current ring selection.
- Press and release **[2 RINGS]** or **[4 RINGS]** until the system announces your ring selection.
- Press and release **[FLASH]** to exit — **OR** — Press and release **[SETUP]** to change the Remote Access Code (follow Steps 2-5 under "Remote Access Code").

Remote Access Code

You can use many features of this answering system remotely from a touch tone phone. Most features can be accessed only after you enter a Remote Access Code, which is preset to 123. You can review the Remote Access Code by pressing and releasing **[SETUP]**.

- You can change the Remote Access Code to any three digit number from 100 to 999.
- Press and hold **[SETUP]**. After the Ring Select setting is announced, continue to press and release **[SETUP]** until the system announces the current Remote Access Code.
 - Press and release **[000-009]** or **[100-109]** until the system announces the first digit you want.
 - Press and release **[SETUP]** to select the announced digit.
 - Repeat Steps 2 and 3 for the second and third digits of the code.
 - Press **[FLASH]** to exit — **OR** — Press **[SETUP]** to turn the Announcement Monitor on or off (follow Steps 2 and 3 under "Announcement Monitor").

3



OPERATION

Announcement Monitor

You can choose whether to hear the announcement when your system answers a call or have it silent (off) on your end (your caller will still hear an announcement).

- 1 Press and hold **SETUP**. After the Ring Select setting is announced, continue to press and release **SETUP** until the system announces "Monitor is on (or off)".
- 2 Press and release **ANNOUNCE** or **RECORD** until the system announces your selection.
- 3 Press and release **PLAYBACK** or **SETUP** to exit.

Listening to Your Messages

As the system plays back messages, the Message Window displays the number of the message playing. Before playing each message, the system announces the day and time the message was received. After playing the last message, the system announces "End of messages."

Play all messages — Press and release **PLAYBACK**. If you have no messages, the system announces "No messages."

Play new messages only — Hold down **PLAYBACK** for about two seconds, until the system begins playing. If you have no new messages, the system announces "No new messages."

Repeat entire message — Press and release **REPEAT**.

Repeat part of message — Hold down **REPEAT** for a few seconds, then release it to resume playing. The system beeps while the button is held down.

Repeat previous message — Press **REPEAT** twice, continue this process to hear other previous messages.

Skip to next message — Press and release **SKIP**.

Skip part of a message — Hold down **SKIP** for a few seconds, then release it to resume playing. The system beeps while the button is held down.

Stop message playback — Press and release **STOP**.

Saving Messages

The system automatically saves your messages if you do not delete them. The system can save about 12 minutes of messages, including your announcement, for a total of up to 59 messages. When memory is full, you must delete some or all messages before new messages can be recorded.

Deleting Messages

Delete all messages — Hold down **DELETE**. The system announces "Messages deleted" and permanently deletes messages. The Message Window displays 0. If you haven't listened to all of the messages, the system beeps five times, and does not delete messages.

Delete selected messages — Press and release **DELETE** while the message you want to delete is being played. The system beeps once, and continues with the next message. If you want to check a message before you delete it, you can press **REPLAY** to replay the message before deleting it.

When the system reaches the end of the last message, the messages not deleted are renumbered, and the Message Window displays the total number of messages remaining in memory.

Recording a Memo

You can record a memo to be stored as an incoming message. The memo can be up to three minutes long, and will be played back with other messages.

- 1 Press and hold **RECORD**. After the beep, speak toward the microphone.
- 2 To stop recording, release **RECORD**.
- 3 To play the memo, press **PLAYBACK**.

When Memory is Full

The system can record approximately 12 minutes of messages, including your announcement, for a total of up to 59 messages. When memory is full, or 59 messages have been recorded, the Message Window flashes F. Delete messages to make room for new ones. When memory is full, the system answers calls after 10 rings, and sounds two beeps instead of your announcement.

REMOTE OPERATION

Connect with the Answering System

- 1 Dial your telephone number from a touch tone phone with a different telephone number.
- 2 When the system answers, enter your three-digit Access Code during or after the announcement. The system announces the number of messages, then beeps twice. If you don't hear the two beeps, wait for the announcement to end or press **END** to stop the announcement, then re-enter the code.
- 3 The two-beep signal lets you know the system is ready to accept a remote command.

Playing Messages

- 1 After the two beeps, wait four seconds, and the system plays back messages — OR — Press and release **PLAY** to play all messages — OR — Press and release **SKIP** to play only new messages. (If there are no new messages, the system announces "No new messages.")
- 2 To repeat a message — Press and release **REPEAT** while the message is playing.

To repeat part of a message — Hold down **REPEAT**. To resume playing, release **REPEAT**.

To skip a message — Press and release **SKIP** while the message is playing.

To skip part of a message — Hold down **SKIP**. To resume playing, release **SKIP**.

To stop message playback — Press and release **STOP**.

To save messages, hang up.

Deleting Messages

Delete All Messages
After you have listened to all messages and heard the two beeps, press **DELETE**.

Delete Selected Messages
Press and release **DELETE** while the message you want to delete is playing.

Record Announcement

- 1 Press **RECORD**, and begin speaking after the beep.
- 2 Press **END** when you are finished. The system replays your new announcement.

To review your announcement — Press **REPLAY**.

Record a Memo

- 1 Press **RECORD** and begin speaking after the beep.
- 2 Press **END** when you are finished.

Room Monitor with Intercom

You can call the answering system and listen to any activity in the room.

- 1 Press **INTERCOM** to listen for 30 seconds.
- 2 If you wish, you can press **INTERCOM** while the monitor is active to speak to someone in the room (up to 30 seconds).
- 3 Press **INTERCOM** again during intercom operation to return to listening only.
- 4 Press **END** at any time to exit Room Monitor with Intercom.

Ending the Remote Access Call

Press **END**. The system announces "The machine will now hang up," and disconnects the call.

Changing Remote Access Code

- 1 Press **ENTER**. The system announces "Enter new code."
- 2 Enter your new Remote Access Code (any number between 100 and 999).
- 3 If a valid code is entered, the system announces the new Remote Access Code. If an invalid code is entered, the system beeps five times rapidly, then beeps twice. Repeat Steps 1 and 2.

Turn System Off

Press **OFF**.

Turn System On

When the system is off, it answers after 10 rings, announces "The machine is off," and beeps twice.

- 1 Press **ON** to turn the system on.
- 2 The system beeps twice and is ready to answer calls and record messages. If the system beeps five times, the memory is full.

Memory Full

The system answers after 10 rings, then announces "Memory is full" and beeps twice, you must delete messages to make room for new ones.

- 1 Enter the Remote Access Code after two-beep signal.
- 2 Listen to messages, and delete some or all of them.
- 3 Press **ON** to make sure your system is on before you hang up.

IN CASE OF DIFFICULTY

If this answering system does not work properly, try the following suggestions. If you're still having difficulty, call 1 800 722-9125.

Message Window Is Blank

- Make sure the power cord is securely connected to both the answering system and an electrical outlet not controlled by a wall switch.
- Press **RESET** to make sure the system is on.

Messages Are Incomplete

- The system can accept messages up to three minutes long. If a caller leaves a very long message, part of it might be lost when the system disconnects the call after three minutes.
- If the caller pauses for more than seven seconds, the system stops recording and disconnects the call.
- If the system's memory fills up during a message, the system stops recording and disconnects the call.

System Does Not Answer After Correct Number of Rings

- If the Toll Saver feature is on, the number of rings changes from four to two when you have new messages waiting.
- In some cases, the system might be affected by the ringing system used by the local telephone company.
- If the system's memory is full or the system is off, the system answers after 10 rings.

System Will Not Record Messages

When memory is full and the Message Window displays F, saved messages must be deleted before new messages can be recorded.

System Does Not Respond To Remote Commands

- Make sure you are calling from a touch tone phone. When you dial a number, you should hear tones. If you hear clicks instead, the phone is not a touch tone telephone.
- The answering system may not detect the Remote Access Code while your announcement is playing. Try waiting until the announcement is over before entering the code.
- There may be noise interference on the phone line you are using. Press dial buttons firmly.
- Make sure you are entering your Remote Access Code correctly.
- You might be calling from a phone that sends tones too short for your answering system to detect.

Power Failure Recovery

If the system is disconnected from AC power it will not operate. Your announcement and messages are retained in memory during a power failure, but you will need to reset the clock. See the instruction label on the bottom of the unit.

Message Window Displays

C Clock needs to be reset.

- *Flashing* - System is busy or in use — OR — *Steady* - System in Remote Access mode.

L Remote listening mode.

1 Deleting (*rotating*).

F Memory is full

— OR — Announcement monitor is off (shown during Setup).

E Call 1 800 722-9125.





Limited One-Year Warranty

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