



User guide

M920 M921 M922

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Your DECT handset

You have taken possession of your new DECT handset. Please contact your system operator to find out your handset number and the functions that are assigned to you.

This handset uses DECT transmission technology, which guarantees high listening quality without background noise, as well as absolute confidentiality.

Your DECT handset is a complete and efficient tool that is also quick and easy to use, thanks to:

- presentation of the your contacts' names stored in a private directory of 100 numbers,
- the inbound call log (last 30 calls),
- the outbound call log (last 10 calls),
- a set of 9 speed dialing memory keys,
- a screen with two interactive keys and one navigation key.

This document presents the standard codes to access the various functions. However, these accesses can be personalized by the system operator.

For example, the call pick-up function:

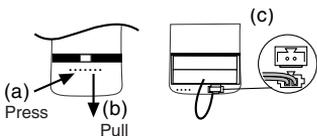


- . Successively press keys * 0 1 or to pick up a call that is intended for a set in your group.

If this is the case, your system operator will give you the specific access PINs for these functions. Therefore, you can enter this information in the space provided in the document ().

Description / installation

Installation



- 1 - Connect the handset battery:
 - Open the cover as shown in the diagram opposite. The battery is already in place (connector wire output on top).
 - Plug in the connector (c).
 - Close the cover.



- 2 - Plug the power unit connector into the charger. Connect the power unit to a 220/230 V mains power socket.

Caution: do not throw the batteries into household garbage bins. Take them to your distributor or a battery recovery center. Otherwise, you will be penalized in accordance with Article 131-41 of the Criminal code, according to Environmental Protection Decree 97-1,328 of December 30th 1997.

- 3 - Place the handset on its charger and leave it to charge. We recommend that you leave the battery to charge for at least 12 hours when using your handset for the first time. *The  icon flashes on the screen; the  icon is displayed when the battery is fully charged.*

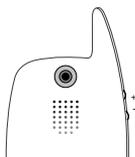
- 4 - When the battery is fully charged, select one of the languages that are displayed, for instance, by selecting **Yes**  for "English".

Belt clip

Caution: If the charger is wall-mounted and you use the handset with the belt clip, you must remove the clip before placing the handset on the charger.

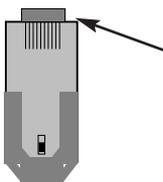
After cleaning the surfaces with a cloth soaked with alcohol,

Assembly:



- 1 - Remove the protective strips from the adhesive pad and place the pad behind the lug.
- 2 - Place the lug behind the handset on the markings above the loudspeaker holes and press firmly to make it stick. Wait 72 hours before using.

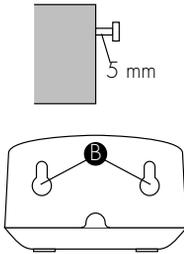
Use:



This system is used to attach the handset to a belt.

- 1 - Slide the lug into the clip to attach the handset to the belt.
Caution: the handset must not touch the seat when the user sits down.
- 2 - To release the handset, press the upper part of the clip and slide the handset upwards.

Wall mounting



- 1 - Use the template below to mark the positions to drill the holes.
- 2 - Drill the holes, insert wall plugs and screw the \varnothing 5 mm screws leaving 5 mm underneath the heads.
- 3 - Locate the screws in the keyholes B, push the charger against the wall and slide it down until it locks.



Tips and safety

Note: You are about to use a DECT device for private use for intercommunication between cordless telephone equipment and a company communication system. These devices may only be used in accordance with the specifications of Order 2001-670 of July 25th, 2001 published in the Gazette of July 28th, 2001, adapting the Community law on the Post and Telecommunications Code.

In addition to the marketing requirements, the following operating conditions must be respected, particularly on using radio frequencies.

- 1 - Using DECT devices is not guaranteed against interference caused by other authorized radio frequency uses;
- 2 - DECT devices may only be used to set up links between fixed points insofar as these links are not permanent and that the equivalent isotropic radiated power at the antenna is less than 50 mW;
- 3 - The access conditions to a telepoint network for DECT devices must be subject to an agreement signed with the operator of the authorized telepoint network in question.

This device must be used at a temperature between 5°C and 40°C.

Electrical connection: Telephone power supplied by 230 V ac single-phase system except for installations implementing IT patterns as defined in standard EN 60-950. Please note that the system voltage is classed as excessive according to the criteria of the same standard. As a precaution, in the event of danger, the mains power supply unit acts as a 230 V supply isolating device. This should be installed near the equipment and should be easily accessible. Its nominal power is 1.6 W.

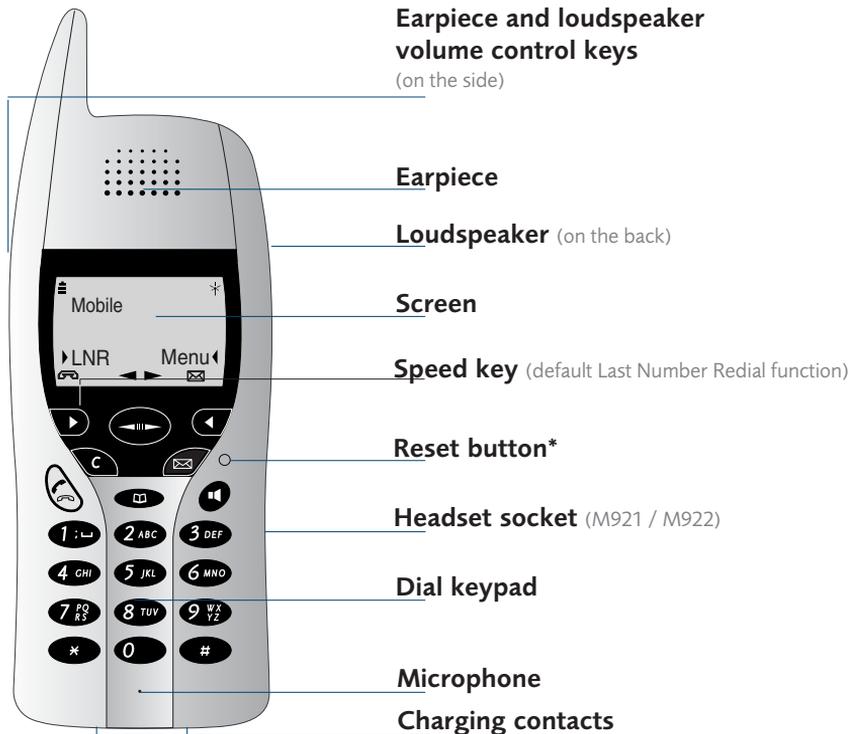
This device complies with the articles concerned in the DECT CTR6, CTR10 and CTR22 specifications, along with the clauses of the following European directives: 73/23/EEC (directive on low-voltage equipment), 93/68/EEC, 98/336/EEC (directive on electromagnetic compatibility) and 92/31/EEC. These restrictions are intended to provide sufficient protection against the harmful interference that is generated by this device when it is used in an industrial environment.

This equipment generates, uses and transmits radio frequencies that may interfere with radio communications if it is not installed and used in compliance with the directives in this manual.

CE marking - Certifies that the equipment complies with the regulations that apply in accordance with the directive R&TTE 1999/5/CE.

Presentation of the DECT handset

Description of the DECT handset



Notes:

- The **Headset Vibrator** and **Backlight** functions are presented in the menu and are available depending on handset version.
- * The reset button is used to reset the handset in case of abnormal operation (programming is saved).

Battery:



- Place the handset on the charger regularly to keep it charged.
- In standby, if the battery level is too low, the screen displays "**Recharge battery**".
- During a call, you will hear 4 beeps, and the handset displays "**Battery 1mn**" to warn you that you only have one minute before the call is cut. You must then recharge the battery.

Note: after changing the battery, the screen prompts you to enter your PIN* (see section on Personalizing the DECT handset).

*Depending on the programming done by the system operator

Description of keys:



Line seizure key (green), used to:

- answer a call and hang up,
- redial the last number dialed (LNR function),
- access the outbound call log.



Loudspeaker key, used to:

- answer an inbound call in hands-free mode,
- enable or disable hands-free mode during a call.



Directory key, used to access:

- the private directory,
- the outbound call log,
- the inbound call log.



Mail key, used to access the voicemail. This key lights up when you have a new message.



Cancel key, used to:

- return to the standby screen,
- lock the keypad,
- turn the handset off / back on.



Interactive keys, used to validate a function or a displayed option, when the arrows  or  are shown in the display.



Navigation key, used to:

- display the different menu functions,
- navigate in the private directory, outbound or inbound call log.



Listening volume control keys, on the side of the handset, used to:

- stop the ringer (and vibrator) with the handset in standby,
- adjust the volume level of the earpiece or loudspeaker during a call.

Description of the screen and associated icons

The handset screen is used to display information and status messages.



In the example opposite:

- the handset is in standby,
- the battery is fully charged,
- radio reception is correct.

The screen offers a menu that can be accessed via the interactive keys.



- . Validate **LNR**.
By default, the last number redial function can be accessed via the **Speed key**.
This Speed key can be programmed to give direct access to an emergency number or another menu function. We recommend that you refer to the section *Personalizing the DECT handset* for further information.



- . Validate **Menu**.

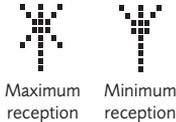
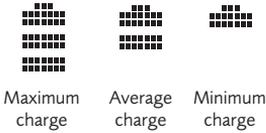
The screen displays the first two menus that can be accessed via the two context-sensitive keys. The icon at the bottom of the screen indicates that other options are possible.



Use the key  to access the other menus:

- you can display previous menus or information by pressing the left part of the key,
- you can display the next menus or information by pressing the right part of the key.

Description of icons:



Battery charge level

Each illuminated part of the icon represents approximately 1/3 of the charge level. The icon flashes when the handset is placed on its charger to indicate that it is being charged.

Radio reception level

This icon lights up according to the reception level and quality. If it is not displayed, the "Out of range" message indicates that you are outside the reception area.

Ringer off

This icon indicates that ring off is enabled.

Keypad locked

This icon indicates that the keypad is locked.

Line on-hooked

This icon indicates that the handset is not in communication = handset on standby.

Line seized / Call answered

This icon indicates:

- that the handset has a call in progress,
- that the inbound call in the log has been answered.

Group listening / Hands-free

This icon indicates that either the group listening or hands-free function is enabled.

Mute function

This icon indicates that the mute function is enabled.

Voicemail

These icons indicate that there is a new voice message; they flash alternately.

New inbound call

These icons indicate that there is a new call in the call log; they flash alternately (📞, 📞 or 📞 depending on the case).

Call modes

Your DECT handset proposes various call modes to suit your requirements.

Dialing directly



- 1 - Press the green key .
- 2 - Enter **your party's number**.
When the called party answers, you can talk.

Using the hands-free mode

Hands-free mode is used to make or answer a call and communicate at about 50 cm away from the handset when it is placed upright or flat (with the back facing outwards) on a table. It is possible to switch from hands-free mode to confidential mode.

Answering a call:

Your handset rings.



- Press the key .
- The screen displays the icon  for information.*
- You can talk with the party.

Making a call:

You want to call a party.



- 1 - Press the key .
- The screen displays the icon  for information.*
- 2 - Enter **your party's number**.
When the called party answers, you can talk with your hands free and share the conversation with the people around you.

Switching to confidential mode:

You want to cut the loudspeaker and switch to confidential mode.

- Press the key .

Switching from confidential mode to hands-free mode:

You are communicating in confidential mode and you want to enable the loudspeaker.

- Press the key .
- The screen displays the icon  for information.*

Using the pre-dialing mode

The pre-dialing mode is used to enter, display and/or correct a number before it is dialed (this mode is useful when entering long numbers, such as international numbers).

Note: this function is proposed by default; however, it may be replaced by the search by name function from the private directory, depending on the personalized handset configuration (see section Personalizing the DECT handset).



1 - Enter **your party's number**.

- Validate **Pause** within 2 seconds, if you want to record a pause after the line seizure prefix.
After 3 seconds Erase is displayed.

If an error occurs:

- Validate **Erase** or select the character to be replaced with **◀▶** and enter the new digit.

2 - Validate **Call** to make the call.

You can also press the **green key**.

The line is seized and the number is dialed automatically.

Adjusting the loudspeaker and earpiece volume level

You can adjust the loudspeaker volume level according to 2 levels and the earpiece volume level according to 5 levels.



During a call:

- Press the **+** or **-** keys (once or several times) on the side of the handset.
 - loudspeaker on: the volume level of the loudspeaker is adjusted (2 levels),
 - loudspeaker off: the volume level of the handset earpiece is adjusted (5 levels).

Note: the handset beeps to warn that the maximum or minimum levels have been reached.

Making a call

Several ways exist to make a call, depending on whether your party's number is new or has already been stored by the handset. The procedures to call parties stored in the directories or logs are explained in the chapters that are dedicated to these functions.

You are free to use any of the modes described previously.

Making an internal call

To call a party inside the company:



- Dial the party's **extension number**.
The screen displays the name of the internal called party and the icon  lights up.
You can press the **green key**  or validate **Call**  to make the call.

When the called party answers, you can talk.

Making an external call

To call a party outside the company:



- 1 - Dial the **outside line access code 0** or *.
- 2 - Enter **your party's number**.
The display shows the number dialed.
You can press the **green key**  or validate **Call**  to make the call.

When the called party answers, you can talk.

Calling an operator (switchboard)*

To reach the person who is responsible for the greeting service:



- Dial **9** or *.
You can press the **green key**  or validate **Call**  to make the call.

When the operator answers, you can talk.

Redialing the last number dialed

To dial the last number that you dialed:



- 1 - Press and hold down the green key .
The display shows the last number dialed.
- 2 - Press the green key  again.
You can also validate **Call**  to make the call.
The number is dialed automatically.

When the called party answers, you can talk.

* Depending on the programming done by the system operator

Calling a quick memory*

After programming this function (section *Personalizing the DECT handset – Keypad*) and memories (section *Private directory*), you have access to the quick memory call function.

Handset in standby:



- 1 - Press and hold the key that corresponds to the desired memory (1 to 9); for example, key **1**.
The screen displays the name that is associated to this memory.
- 2 - Validate **Call** .
When the called party answers, you can talk.

Using the automatic callback function**

You can ask for an internal number to be called back automatically if it does not answer or is busy.

Disable the automatic callback function:



- 1 - Validate **R** .
- 2 - Press the **5** key or ** before hanging up.
A message is displayed and an audible signal indicates that the action has been validated.

As soon as the called party in question is free (if the line was busy) or has activated his telephone (if out of office), your DECT handset rings. When you answer, your called party's set that is "in callback" also rings.

Enable the automatic callback function:

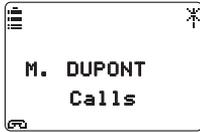


- Note:** with your handset in standby, use the green key to seize the line then terminate the operation.
- Successively press keys **# 5 0** or **.
The callback function is no longer enabled.

* Depending on handset personalization

** Depending on the programming done by the system operator

Receiving a call



When called, the handset rings and the screen displays the calling party's identity (surname or first name).

Interrupting the ringer

During the ringing phase, you can cut the ringer for the call that is in progress only.



- Press the **+** or **-** keys on the side of the handset.
The handset no longer rings.

You can then answer the call or ignore it.
The handset will ring again the next time it is called.

Answering a call



- Press the key .
You can talk in confidential mode.

or



- Press the key .
You can talk in hands-free mode.

Intercepting a call intended for another extension*

You can intercept calls intended for another extension when its designated user is absent.

Note: with your handset in standby, use the green key to seize the line.



- Successively press keys ***01** or to pick up a call that is intended for an extension in your group.



- Successively press keys ***02** or then dial the **extension number** to pick up a call that is intended for any extension.



- Successively press keys ***00** or to pick up a common bell call.

During a call

Using the mute function

The call is set up with a party and you want to have a confidential conversation without the party being able to hear it.



- 1 - Validate **Mute** to cut the handset microphone and have a confidential conversation.

The handset microphone is cut and the icon  lights up on the screen; your party can no longer hear you.



- 2 - Validate **Unmute** to re-enable the microphone and continue talking to your party.

The icon  on the screen is replaced by the icon .

Calling a second party / Transferring a call

You are in the middle of a call with a party and you want to call a second party, inside or outside the company.



- 1 - Validate **R** .

Your other party is put on hold and hears an audible signal.

- 2 - Call your **second party**:

- Dial the number of the other party.

or

- Access the private directory by pressing the key *.

If the party does not answer:

- Validate **R**  then dial **1** to go back to the party on hold.

Transfer the call:



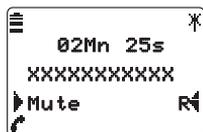
You want to transfer your first party to the second called party.

- Press the green key .

* Depending on handset personalization

Answering a second call*

While talking with one party, you hear an audible signal: another party is trying to reach you. You can answer this second call without cutting the first call.



1 - Validate **R** .

Your other party is put on hold and hears an audible signal.

2 - Successively press keys *** 1 0** or .

You can talk to the second party whose identity (number or name) is displayed on the screen

Switching between two parties

You are online with a second party and you want to switch successively from one to another.

1 - Validate **R** .



2 - Enter **2** to go back to the party on hold.

The screen displays the identity of the party that you want to talk to.

You talk alternately with each party, but they cannot communicate with one another.

Releasing one of the parties

During a call with two parties, you want to release the party you are talking to.

1 - Validate **R** .



2 - Enter **1** to go back to the party on hold.

Setting up a conference call

You want to talk to both parties at the same time (function granted if you made the last call).

3 DEF

1 - Validate **R** .

2 - Enter **3** to start the conference call with your two parties.

Leave the conference:

During the conference, you want to leave your two parties talking to one another:



- Press the green key .
The two parties stay in communication

Note: if it fails, your handset rings again.

Consulting the inbound call log



During a call, the icons  and  flash alternately on the screen to indicate that the inbound call log has just recorded a new call.

- Press (successively) the key * until **In calls** is displayed.
The screen prompts you to consult the inbound calls in the log

Terminating a call

You want to terminate a call in either mode (confidential or hands-free mode).



1 - Press the key .

When you on-hook, the screen temporarily displays the call duration.



2 - Validate **Ok**  to go back to standby.

* Depending on handset personalization

The outbound call log

The outbound call log can store the last 10 numbers called (internal or external numbers). When consulting the log, you can automatically call back one of the stored numbers. You can directly store a number in the directory, erase a call or all the calls stored. When the log is full, a new call will erase the oldest.

Consulting the outbound call log

You can consult the outbound call log using the menu.



- 1 - Validate **Menu** ↓ .
- 2 - Validate **Out calls** ↓ .

Other shortcut accesses:

Other ways of accessing the outbound call log also exist.



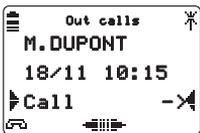
- With the handset in standby, press and hold down the green key  .
Note: the display shows the last number dialed.



- Press (successively) the key  * until **Out calls** is displayed.
Note: during a call, you can also press the key  to access the log, after dialing **R**.



- On delivery, the **Speed key** on your DECT handset is pre-programmed to access the outbound call log.
 - With the handset in standby, validate  **LNR**.



- 3 - Validate  **Consult**.
The display shows the last number dialed:
 - the name of the called party or number if the name is not known.
 - the date and time of the call.

- 4 - Validate  ↓ .
*The screen displays the party's number and gives access to the **Store** and **Erase** functions.*

To display the other calls stored in the log:

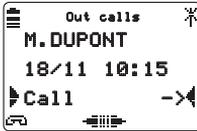
- Use the key  .



Calling a party from the outbound call log

While consulting, you can call the party.

Note: press and hold down the green key  then press it again briefly to automatically call back the last number dialed (or stored in the outbound call log).



When the name (or failing this, the number) required is displayed:

- Validate  **Call**.

The handset automatically calls the party.

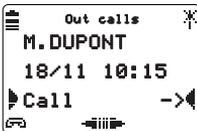
The display shows the number of the party called.

When the called party answers, you can talk.

Storing the name and/or number in the private directory

While consulting the log (displaying the name or number), you can record the details of the displayed call in the directory.

When the required name or number is displayed:



- 1 - Validate  .

*The screen displays the **Store** function for 3 seconds.*

Note: when this number is already stored in your private directory, the screen displays the **Delete** function directly.



- . At any time, you can also validate   to go back to the call in the log.

- 2 - Validate  **Store**.

The name and number are automatically recorded in the private directory.

Note: if the name sent by the system includes a first name (for example, an internal party: K. BARBADE), it is recorded in the directory in alphabetical order, using the first letter after the full stop.



- . If the name is not known by the outbound call log, the display prompts you to enter the name:
 - Follow the procedure described in the section *The private directory* then validate  to finish.
- . When the directory is full, the screen displays the information.

At the end of the procedure, the screen goes back to calling from the outbound call log.

Deleting a call from the outbound call log

While consulting the log, you can erase the information concerning the displayed call.



When the name (or failing this, the number) required is displayed:

- 1 - Validate → ↵.

The display shows:

- the called party's number (if the called party is not known) and the **Store** function for 3 seconds, then replaced by the **Delete** function,
- or
- the called party's name and the **Delete** function directly.



- 2 - Validate → **Delete**.

The information concerning the call is automatically cleared from the log; the screen displays the next call.

Deleting all the calls in the outbound call log

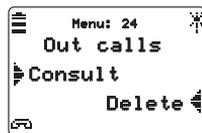
You can delete all the numbers stored in the outbound call log.

With the handset in standby:

- 1 - Press (successively) the key  * until **Out calls** is displayed.

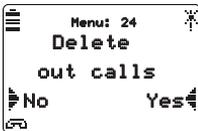
Note: you can also validate **Menu** ↵ then → **Out calls**.

The screen displays the outbound call log.



- 2 - Validate **Delete** ↵.

The screen proposes to clear the entire outbound call log.



- 3 - Validate **Yes** ↵ to confirm.

All the calls in the outbound call log are cleared; the screen returns to standby.

Note: if you try to view the log, the screen displays **"No out calls"**.

- . Validate → **No** if you do not want to clear the calls in the outbound call log.

The inbound call log

The call log can store the last 30 inbound calls, regardless of whether or not they were answered. Furthermore, there may be more than 30 different calls stored in the log if one or more unanswered calls come from the same number. If the calling party is stored in your private directory, the name will be displayed in priority instead of the number.

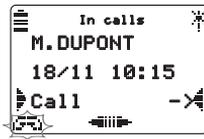
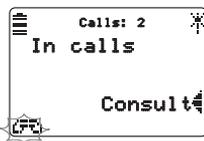
When consulting the log, you can automatically call back the number or store it directly in the directory. You can delete a call or all the calls stored.

When the log is full, a new call will erase the oldest. When a call is repeated several times, only the last one is stored.

Consulting new inbound calls

When you have received new calls, the display indicates the number of unanswered (unread) calls and the icon  flashes alternately with the icon .

The history of the inbound call log can only be accessed once you have consulted all the unanswered calls.



1 - Validate directly **Consult** .

- If you do not want to consult the new calls, but want to go back to the standby screen, press the **C** key.

The display shows the last number stored:

- the name of the party or number if the name is not known.

Note: if the called party has protected his identity or if he is not identified, the screen displays a series of asterisks instead of the name and number.

- the date and time of the call.



2 - Use the  key to display the other calls.

Note : the handset abandons call consulting if an inbound call arrives.

After consulting the last unanswered call, the icon  goes off.

3 - Press the **C** key to go back to the standby screen.

Consulting the inbound call log

You want to consult the log of all inbound calls.



With the handset in standby:

1 - Validate **Menu** ↓ .

2 - Validate **In calls**.

Other shortcut accesses:



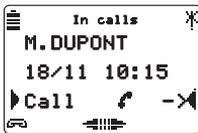
- Press (successively) the key * until **In calls** is displayed.

Note: while in communication, you can also press the  key to access the log, after dialing **R**.



- With the handset in standby, press and hold down the ***** key.

Note: in this case, consulting is immediate without using the "**Consult**" menu.

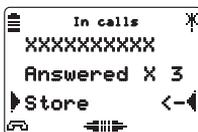


3 - Validate **Consult**.

The display shows the last number stored and in particular:

- the name of the party or number if the name is not known,
- the date and time of the call,
- the call status: **>** read, **>>** called back, **#** answered.

Note: if the calling party has protected his identity or if he is not identified, the screen displays a series of asterisks instead of the name and number; the **Call** and **Store** functions are not proposed.



4 - Validate **->** ↓ .

The screen displays additional information on the call:

- the number of the party,
- the call status in full: Read or Cld back or Answered,
- the number of calls from this party.

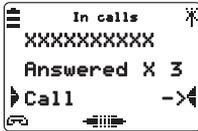
To display the other calls stored in the log:

- Use the  key.



Calling a party from the log

While consulting the log, you can call the party whose details are displayed.



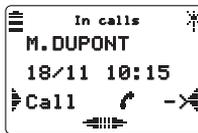
When the name (or failing this, the number) required is displayed:

- Validate **Call**.
*The handset automatically calls the party.
The display shows the number of the called party.*

When the called party answers, you can talk.

Storing the name and/or number in the private directory

While consulting the log, you can record the details of the displayed call in the directory.



When the call to be stored is displayed:

- 1 - Validate **Store** to access the Store function if it is not displayed.

*The screen displays the **Store** function for 3 seconds.*

Note : when this number is already stored in your private directory, the screen displays the **Delete** function directly.



- At any time, you can also validate **Back** to go back to the main screen.

- 2 - Validate **Store**.

The name and number are automatically recorded in the private directory.

Note : if the name sent by the system includes a first name (for example, an internal party: K. BARBADE), it is recorded in the directory in alphabetical order, using the first letter after the full stop.



- If the name is not known by the inbound call log, the display prompts you to enter it.

- Follow the procedure described in the section
*The private directory then validate **Ok** to finish.*

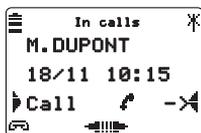
- When the directory is full, the screen displays the information.

At the end of the procedure, the screen goes back to the inbound call in the log.

Deleting an inbound call from the log

While consulting the log, you can erase the information concerning the displayed call.

When the name (or failing this, the number) required is displayed:



- 1 - Validate → ↵.

The display shows:

- the party's number (if the party is not known) and the **Store** function for 3 seconds, then replaced by the **Delete** function,

or

- the party's name and the **Delete** function directly.



- 2 - Validate ↵ **Delete**.

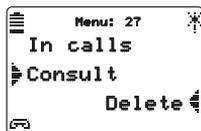
The information concerning the call is automatically deleted from the log; the screen displays the next call.

Deleting all the inbound calls in the log

You can delete all the numbers of inbound calls and numbers stored in the log.

Note: it is only possible to delete everything after consulting the new calls.

With the handset in standby:



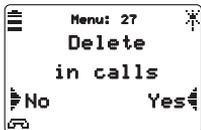
- 1 - Press (successively) the key **Menu*** until **In calls** is displayed.

Note: you can also validate **Menu** ↵ then ↵ **In calls**.

The screen displays the inbound call log.

- 2 - Validate **Delete** ↵.

The screen proposes to clear the entire log.



- 3 - Validate **Yes** ↵ to confirm.

All the calls in the log are cleared; the screen returns to standby.

Note: if you try to view the log, the screen displays **'No in calls'**.

- . Validate ↵ **No** if you do not want to clear the calls in the log.

Private directory

You can record the internal or external numbers that you use most frequently (up to 100) in the private directory of your DECT handset. The names are classed in alphabetical order. When a party stored in the private directory calls you, the screen displays the name followed by the number. It will also be stored by name in the call log.

Consulting the private directory

You can access the directory with the handset in standby or when calling.



- 1 - Press the key * until **Private dir.** is displayed.

Note: if you are in the middle of a call, you must validate **R** before accessing the directory.



- 2 - Validate **Search**.

The screen displays the first two names in the directory in alphabetical order.



- Use the alphanumeric keys to access the name you are searching for quickly:
 - *press once to display the first two names of the first letter contained in the key;*
 - *press twice successively to display the first two names corresponding to the second letter contained in the key... and so on.*

Example: press the **2** key twice to display the first two names that begin with the letter B.



- 3 - Use the key to display the other names classed in alphabetical order.

Shortcut access:

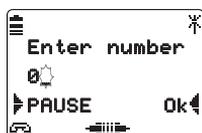
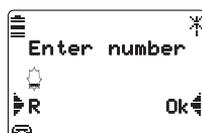


With the handset in standby:

- Press the key.
The screen displays the first two (or last two) names in the directory classed in alphabetical order.

Adding a record in the private directory

You can add a new record while consulting the directory.



1 = /space 6 = MNO
2 = ABC 7 = PQRS
3 = DEF 8 = TUV
4 = GHI 9 = WXYZ
5 = JKL



- 1 - Press the key  * until **Private dir.** is displayed, then validate **Add** .
The screen prompts you to enter a number.

Note: when the directory is full, adding is no longer proposed.

- 2 - Enter the **party's number** (up to 18 digits).
 - To record an R (Flashing) before the number:
 - Validate **R** .
 - To record a pause after a network line prefix (e.g. 0):
 - Validate **Pause** after the prefix and within 2 seconds.
 - If you make a mistake:
 - Validate **Erase** or select the digit to be replaced and enter the new digit.

- 3 - Validate **Ok**  once the number has been fully entered.
The screen proposes filling in the name associated to the number.

- 4 - Enter the **name of the party** (up to 12 characters) with the keypad by using the corresponding keys for the letters.

To do this:

- Select the required letter by successively pressing the corresponding key.
- Wait (2 seconds) for the cursor to flash in the next space to enter another letter on the same key. Otherwise, press another key without waiting.
- If you make a mistake, validate **Erase** or select the character to be replaced with  and enter the new character.

- 5 - Validate **Ok**  once the party's name has been fully entered.

You can record the details of another party.

* Depending on handset personalization

Calling from the private directory

You can call the party while consulting the directory.



When the screen displays the required name:
1 - Validate this name (for example, **BELLILE**).
The screen prompts you to call this party.



2 - Validate **Call**.
*The handset automatically calls the party.
The display shows the number of the called party.*

When the called party answers, you can talk.

Calling by name from the private directory*

With the handset in standby, you can directly access the list of names stored in the private directory.

Note: this function is available after programming your DECT handset; refer to the section *Personalizing the DECT handset – Select using the keypad in standby*.



1 - Press the key containing the first letter of the name you are searching for:
- press once to display the first two names corresponding to the first letter contained in the key,
- press twice successively to display the first two names corresponding to the second letter contained in the key... and so on.

Example: press the **2** key twice to display the first two names beginning with B.



2 - Use the key  to display the other names.

. If you want to start another search, press another alphanumeric key.

3 - Validate the required **name** directly.

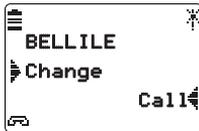
Example: validate **BELLILE**  to call K.BELLILE.

When the called party answers, you can talk.

* Depending on handset personalization

Modifying and deleting a record in the personal directory

When a record has been stored, you can modify or delete it.



When the required name is displayed,

1 - Validate the required **name**.

The screen prompts you to modify the record.

2 - Validate **Change**.

The screen prompts you to modify the number.

3 - To modify the number:

- Validate **Erase** or select the character to be replaced with **←** and enter the new character.

. If you do not want to modify the number:

- Validate **Ok** when it is displayed.

The screen prompts you to modify the name.

4 - After modifying the name:

- validate **Ok** to finish.

Delete a record:



To delete a record:

1 - Press and hold down **Erase**.

2 - Validate **Yes** to confirm.

. Validate **No** if you do not want to delete the record.

Using the quick memories

Nine quick memories are programmed from the private directory and used to quickly call these numbers using keys **1** to **9**.

You can program the quick memories while consulting the directory.



1 ↵



When the required name is displayed:

1 - Validate the required **name**.

*The screen displays the **Change** and **Call** functions.*

2 - Press and hold down (for 2 seconds) a key from **1** to **9**.

*Example: Press and hold down key **1**.*

The screen displays the number of the programmed memory and confirms that the key is associated to the name.

Modify a quick memory:

To modify a memory, simply program it again.

Note: erasing the number from the directory automatically causes it to be erased from the memory.

Call a quick memory:

After programming this function (section Personalizing the DECT handset – Keypad), you have access to the Call a quick memory function.

With the handset in standby only:

1 ↵



1 - Press and hold down the key that corresponds to the desired memory: For example, key **1**.

The screen displays the name that is associated to this memory.

2 - Validate **Call** ↵.

When the called party answers, you can talk

The call forwarding function*

If absent or busy, you can forward your calls to another set or to your voice mailbox.

Note: if you want to forward your calls to an outside number (for example, GSM), we recommend that you consult your system operator.

Forwarding calls to another set

If you want to forward your calls to another set, you have three possibilities.



Forward immediately:



- After pressing the green key .

To forward calls immediately:

1 - Successively press keys *** 2 1** or .

2 - Enter the chosen **extension number**.

All calls are immediately forwarded to the chosen set.

Forward on no answer:



To forward calls on no answer:

1 - Successively press keys *** 2 2** or .

2 - Enter the chosen **extension number**.

All calls are forwarded to the chosen set after a few rings.

Forward on busy:



To forward calls if busy:

1 - Successively press keys *** 2 3** or .

2 - Enter the chosen **extension number**.

All inbound calls to your handset are forwarded to the chosen set.

The screen confirms that forwarding is accepted.

Forwarding calls to voicemail*

If you want to forward your calls to voicemail, you have three possibilities.



- After pressing the green key .

To forward calls immediately:

- Successively press keys *** 2 5** or .
All calls are immediately forwarded to voicemail.



To forward calls on no answer:

- Successively press keys *** 2 6** or .
- All calls are forwarded to voicemail after a few rings.*



To forward calls if busy:

- Successively press keys *** 2 7** or .
- All inbound calls to your busy handset are forwarded to voicemail.*

The screen confirms that forwarding is accepted.

Canceling forwarding

If you want to cancel forwarding that was programmed to another set or voicemail.



- After pressing the green key .

To cancel immediate forwarding:

- Successively press keys **# 2 1** or .



To cancel call forwarding on no answer:

- Successively press keys **# 2 2** or .



To cancel forwarding on busy:

- Successively press keys **# 2 3** or .



To cancel all forwarding that you have programmed:

- Successively press keys **# 2 0** or .

The screen confirms that forwarding is cancelled.

* Depending on the programming done by the system operator

The voicemail function

The voicemail function helps you to manage your calls when you are absent or simply when you do not want to be disturbed.

For the messaging system to be able to record your messages, you must configure and personalize your voice mailbox, then forward your calls.

Enable call forwarding to your voice mail:

The messaging system allows you to program call forwarding to suit your requirements:

- immediate call forwarding (* 2 5),
- call forwarding on no answer (* 2 6),
- call forwarding on busy (* 2 7).

Refer to the section The call forwarding function to access the complete procedure for forwarding to voicemail.

Configuring and personalizing your voicemail*

You must call the voicemail system to access the menus to configure and personalize your voice mailbox.



- Press the  key.

Note: the access to your voicemail must be programmed. Refer to the section *Personalizing the DECT handset - Access to voicemail*.

or



- Enter the **messaging number** .

We recommend that you carry out the following straight away:

- personalize your access code,
- record your name,
- record your greeting message.

If required, contact your system operator for additional information on using the messaging system.

Consulting new messages



You are informed that you have a new message by a specific announcement that is played when you seize the line and the  key flashing alternately with .



- 1 - Press the key .

A voice prompt welcomes you to the voicemail and gives you the different commands to access your voice mailbox. Simply follow the instructions.



- 2 - Enter the **voice mailbox number** followed by # and/or the **secret code** followed by #, depending on the messaging system version.

A voice prompt indicates the number of messages received.



- 3 - Press key **1**.

The first message is played and a voice prompt indicates the commands available to manage the messages (Move forwards – Move backwards – Erase – Archive...).

The indicator goes out after the messages have been played.

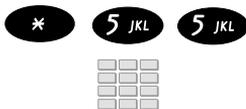
Other functions

The appointment reminder function

This function is used to program an alarm on your DECT handset. Your DECT handset will remind you of your appointment at the desired time.

Note: with your handset in standby, use the green key to seize the line then terminate the operation.

Program an appointment:



- 1 - Successively press keys * 5 5 or .
- 2 - Enter the time of the appointment, between 0 0 0 0 and 2 3 5 9 (for example 1830 corresponds to 6:30 pm).
An audible message indicates that the action has been validated.

Your DECT handset will ring at the desired time to remind you of your appointment and the screen will indicate "ALARM".

- Off-hook/on-hook to stop the ringer.

Note: if you have programmed forwarding on your handset, the appointment reminder remains on your handset.

Cancel an appointment:



To cancel an appointment:

- 1 - Successively press keys # 5 5 or .
- 2 - Enter the time of the appointment programmed previously.
An audible message indicates that the action has been validated.

Cancel all appointments:



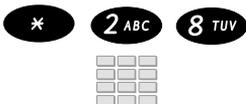
To cancel all appointments:

- 1 - Successively press keys # 5 5 or .
- 2 - Dial 9 9 9 9.
An audible message indicates that the action has been validated.

Overriding the call forwarding function*

You are trying to reach a party and you know that his set is forwarded. You can force this forwarding and ring the desired set.

Note: with your handset in standby, use the green key to seize the line.



- 1 - Successively press keys * 2 8 .
- 2 - Enter the desired extension number.

Note: this function is subject to a right; consult the system operator.

Other specific functions that are not described in this guide can be used to suit to your specific requirements. Do not hesitate to consult your system operator who will advise you and carry out the programming required.

Personalizing the DECT handset

This menu gives access to various functions that are available to personalize your DECT handset:

- **Ring volume** (set the ringer volume),
- **Melody** (choose the ringer melody),
- **Select** (directory access priorities),
- **Keypad** (choose keyboard use in standby),
- **Handset name** (personalize the DECT handset name),
- **Key sound** (enable / disable the beep heard when a key is pressed),
- **Headset*** (choose the type of headset connected),
- **Auto. answer** (enable the automatic answering function),
- **Vibrator*** (enable / disable the vibrator),
- **Backlight**** (enable / disable the screen backlight),
- **Speed key** (program the Speed key),
- **Range test** (display the radio reception level),
- **Environment** (adjust the settings to suit the listening environment),
- **VoiceMail** (program automatic mail access),
- **Change PIN***** (personalize the code).

Notes: * the **Headset** and **Vibrator** functions are available on M921/M922 handsets,
 ** the **Backlight** function is available on M922 handsets,
 *** the **Change PIN** function is available after programming by the system operator.

Accessing the Personalization menu

You want to access the handset personalization functions



With the handset in standby:

- 1 - Validate **Menu**.
- 2 - Use the key **Left/Right** to access the **Personalise** menu.
- 3 - Validate **Personalise**.

Shortcut access:



You can also access these functions using the special code after validating **Menu**.

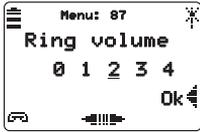
Refer to the following table for the list of codes:



Out calls	24	Headset*	64
In calls	27	VoiceMail	68
Key sound	28	Auto. answer	72
Change PIN***	23	Select	73
Select base	22	Speed key	83
Keypad	25	Vibrator*	84
Backlight**	32	Ring volume	87
Language	52	Handset name	86
Melody	63		

Setting the ring volume

5 levels (including ringer off) are available to adjust the ringer volume.



- 1 - Validate **Ring volume**
The screen proposes 5 levels including ringer off.
- 2 - Select a **level from 1 to 4** with the key  or by pressing the number keys on the keypad.
 - . To cut the ringer:
 - select **0**.
 - In this case, the icon  lights up on the screen for information.*
- 3 - Validate **Ok**  to finish.

Ring off shortcut:



- With the handset in standby, you can cut the ringer quickly:
- Press and hold down key **0** (for 2 seconds).
The handset no longer rings; the icon  lights up on the screen for information.
- To restore the handset ringer:
- Press and hold down key **0** (for 2 seconds).

Selecting the ring melody

You can choose from 6 different melodies.



- 1 - Validate **Melody** .
- 2 - Select a **level from 1 to 6** with the key  or by pressing the number keys on the keypad.
The handset plays the melody each time one is selected.
- 3 - Validate **Ok**  to finish.

Selecting the directory / log access priorities

This function allows you to choose the access order to the directory and logs via the key . By default, the presentation order will be: **private directory, inbound call log and outbound call log**. You want to change this presentation order.



- 1 - Validate **Select**.
The screen displays the default presentation order: directory - inbound call log - outbound call log.
- 2 - Validate **Change** until the required order is displayed.
The screen successively displays the six options.
- 3 - Validate **Ok** to finish.
Depending on the option
 - pressing the key gives access to the first item,
 - pressing twice gives access to the second item,
 - pressing three times gives access to the third item.

Selecting keyboard use in standby

This function is used to determine if a direct entry on the keypad when the handset is in standby should start pre-dialing or immediately search in the directory.
By default, the pre-dial function is enabled.



- 1 - Validate **Keypad** .
- The screen proposes Search or Speed dial..*
- 2 - Validate **Search** to activate searching in the directory.
or
Validate **Speed dial.** to re-enable pre-dialing.

Personalizing the handset name

This function is used to personalize the DECT handset by assigning a name to it (instead of "Mobile").

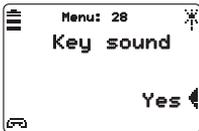
Note: the procedure to enter a name is identical to the procedure described in the section The private directory.



- 1 - Validate **Handset name**.
The screen prompts you to enter the handset name.
- 2 - Enter, for example, the name of the person using the handset (up to 10 characters).
 - If you make a mistake:
 - Validate **Erase** or select the character to be replaced with **◀** and enter the new character.
- 3 - Validate **Ok** to finish.

Enabling / disabling the beeps heard when a key is pressed

By default, the DECT handset is factory-set to play a beep to confirm each time a key is pressed on the keypad. You can remove or restore this beep.



- 1 - Validate **Key sound**.
One of the following options is displayed, depending on the previous personalized setting
- 2 - Validate **No** to disable the key sound.
or
Validate **Yes** to enable the key sound.

Selecting the type of headset connected*

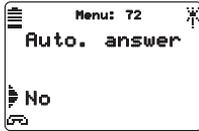
This function is used to set the type of headset used with the DECT handset.



- 1 - Validate **Headset**.
- 2 - Select the desired headset type.
Note: if in doubt, we recommend that you consult your system operator.

Enabling / disabling the automatic answer function

This function is used to automatically off hook 10 seconds after the start of an inbound call.



- 1 - Validate **Auto. answer** .
One of the following options is displayed, depending on the previous personalized setting.
- 2 - Validate **No** to disable the function.
or
Validate **Yes** to enable the function.

Enabling/disabling the vibrator*

This function is used to enable (or disable) the vibrator in addition to the ringer for an inbound call.

Note: to have the vibrator only for an inbound call, you need to turn the ringer off (see section *Personalizing the DECT handset - Setting the ringer volume*).



- 1 - Validate **Vibrator**.
One of the following options is displayed, depending on the previous personalized setting.
- 2 - Validate **No** to disable the function.
or
Validate **Yes** to enable the function.

Enabling/ disabling the screen backlight*

The screen and keypad backlight can be disabled or restored.

Note: the backlight has a timeout. Battery autonomy will be reduced if the handset is used with the backlight.



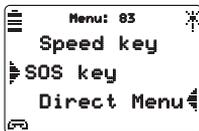
- 1 - Validate **Backlight** .
One of the following options is displayed, depending on the previous personalized setting
- 2 - Validate **No** to disable the function.
or
Validate **Yes** to enable the function.

* Proposed on the screen, but availability depends on handset version

Programming the Speed key

By default, this key gives direct access to the LNR function. It is possible to assign an emergency number to it or direct access to another menu function that you use frequently.

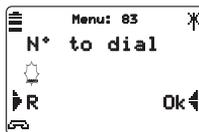
Note: the procedure to record numbers and titles is identical to the procedure described in the section The private directory.



- Validate **Speed key**.
The screen prompts you to program an emergency number or access to a menu function.

Emergency numbers:

You want to record an emergency number



- 1 - Validate **SOS key**.
The screen prompts you to enter the emergency number.

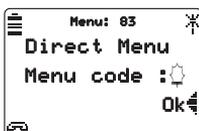
- 2 - Enter the **number to be called for an emergency** and validate **Ok** to finish.
The screen prompts you to enter the title of the emergency number.



- 3 - Enter the **title** (up to 5 characters).
 - If you make a mistake:
 - Validate **Erase** or select the character to be replaced with **◀▶** and enter the new character.
- 4 - Validate **Ok** to finish.

Direct access to a menu function:

You want to record an access to a menu function.

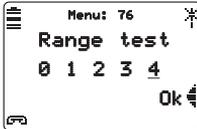


- 1 - Validate **Direct Menu**.
The screen prompts you to enter the direct menu code.
- 2 - Enter the **menu code** (see table at the beginning of this section).
- 3 - Validate **Ok**.
The screen prompts you to enter the direct menu title.
- 4 - Enter the **title** (up to 5 characters).
- 5 - Validate **Ok** to finish.

Displaying the radio reception level

This function is used to check the quality of reception of the DECT handset.

Note: icon  completely lit : max reception,
 icon  partially lit : min reception,
 icon off : no reception.



1 - Validate **Range test** .

The screen displays the reception index that is detected.

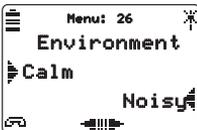
- **1** to **4** : indicates the reception quality index (where 4 is the best index).

- **0** : You are out of radio range.

2 - Validate **Ok**  to quit.

Adjusting the settings to suit the listening environment

This function is used to adjust the listening settings to suit the environment.



1 - Validate  **Environment**.

The screen displays the first two settings available.

2 - Validate  **Calm** or

Noisy  or

 **Mixed**,

according to your environment.

Note: press  to display the different settings.

. During a call, you can adjust the listening level to suit your auditory sensitivity with the **+** or **-** keys.



Programming automatic voicemail access*

Use this function to define direct access to your mail via the key .



- 1 - Validate **VoiceMail**  .
The screen prompts you to enter the mail access number.
- 2 - Enter the **voicemail number** .
 - . If you make a mistake:
 - Validate **Erase** .
- 3 - Validate **Ok**  .
- 4 - Enter the **access number**.
or
Go to step 5.
- 5 - Validate **Ok**  to finish.

With the handset in standby, press and hold down the  key to consult your mail. If you have not entered the information in step 4, you will be prompted to do so.

Personalizing the PIN

This function is only available after being programmed by the system operator. It is used to personalize the PIN that you are asked to enter* to reactivate your DECT handset after it has been turned off.

Note: if the handset was turned off by pressing the **C** key and if the "Enable PIN" function is enabled, you must enter a 4-digit secret code when the handset is turned back on.



1 - Validate **change PIN**.

The screen prompts you to enter the previous PIN.

Note : the default PIN is 0000.

2 - Enter the **previous PIN**.

The screen displays an asterisk for each entry.

- . If you make a mistake:
 - Validate **Erase**.



3 - Validate **Ok** ← .

The screen prompts you to enter the new PIN.

4 - Enter the **new PIN**.

The screen prompts you to confirm this PIN.

5 - Validate **Ok** ← .

The screen prompts you to enter the new PIN a second time.



6 - Enter the **new PIN** and validate **Ok** ← .

* Depending on the programming done by the system operator

Selecting the base

In the main menu, this function is used to select which base the DECT handset will operate with.



With the handset in standby:

- 1 - Validate **Menu**  then, **Select base**.
The screen proposes selecting a base number (from 1 to 8) or automatic mode to operate with the closest base.
- 2 - Select the **base number** or **Auto** with the key  or by pressing the keys on the keypad.
- 3 - Validate **Ok**  to finish.

Select language

In the main menu, this function is used to change the operating language. Twelve languages are proposed.



With the handset in standby:

- 1 - Validate **Menu**  then, **Language** .
- The screen displays the first two languages available.*
- 2 - Use the  key to display the desired language.
- 3 - Validate the desired language (for example, **English** ).
- The screen prompts you to confirm the selection.*
- 4 - Validate **Yes**  to finish.
The screen displays the menus in the selected language.

Locking the keypad

With the handset in standby, this function is used to lock the keypad to prevent the keys from being pressed accidentally. However, you can still receive calls.



- 1 - Press the **C** key.
The screen proposes locking the keypad.
- 2 - Validate **Locked** .
- The icon  lights up for information.*
- To unlock the keypad:
 - Press the key **C**.
 - Validate **Unlocked** .

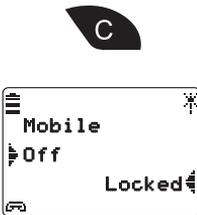
Turning the DECT handset off

With the handset in standby, this function is used to turn the DECT handset off to save the battery.

Note: in this case, you will no longer receive calls (no recording in the call log).

Deactivating the DECT handset

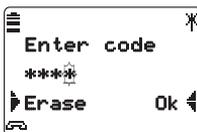
You are going out and want to deactivate the handset.



- 1 - Press the **C** key.
The screen proposes turning the handset off.
- 2 - Validate **Off**.
The handset screen goes off. However, if the handset is placed on the charger, the icon  will flash.

Note: you can also turn the handset off by pressing and holding down the **C** key (for 2 seconds).

Reactivate the DECT handset:



When you return, you want to use your DECT handset whose screen is off.

- Press the **C** key.

When a PIN has been programmed by the system operator, the screen prompts you to enter it.
Note: See section Personalizing the DECT handset – Changing the PIN.
- Enter your **PIN**.
Asterisks are displayed on the screen to mask the codes entered.
- If you make a mistake:
 - Validate **Erase**.
- Validate **OK** to finish.
The standby screen is displayed.

Glossary

Codes	Personal codes, used as passwords. Two codes are assigned to you. - PIN: used to cancel a DECT handset lock. The default code is 0000. - secret mail access code: 2 to 4-digit code used to access your voice mailbox.
Common bell	Ringer on an unidentified set.
Conference	Three-way call from a call with two parties
Hands-free mode	Telephone mode used to communicate up to a distance of 50 cm from the handset by activating the loudspeaker.
Inbound call log	List of the calls received by the DECT handset (30 calls).
Intercept group	Group of sets associated to the same group and authorized to intercept calls intended for this group.
Mute function	Your party cannot hear you when you talk.
Outbound call log	List of the last ten calls made on the DECT handset.
Press and hold down	The key must be pressed and held down for at least 2 seconds
Private directory	Specific handset directory that contains the names and numbers of 100 parties.
System operator	Person responsible for programming specific functions on your DECT handset.

PS10419BENBA01

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