Go to **www.vtechcanada.com** for support and the latest VTech product news.

DS5151-2
DS5151-3

DECT 6.0 cordless telephone

vtech®

Abridged user's manual
(Canada version)

Congratulations

on purchasing your new VTech product. Before using this telephone, please read **Important safety instructions**.

This abridged user's manual provides you with basic installation and use instructions. A limited set of features are described in abbreviated form.

Please refer to the online user's manual for a full set of installation and operation instructions at www.vtechcanada.com.

Telephones identified with this logo have reduced noise and interference when used with most T-coil equipped hearing aids and cochlear implants. The TIA-1083 Compliant Logo is a trademark of the Telecommunications Industry Association. Used under license.

Compatible with Hearing Aid T-Coil
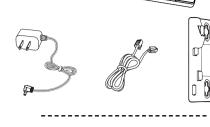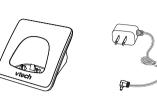TIA-1083

The ENERGY STAR® program (www.energystar.gov) recognizes and encourages the use of products that save energy and help protect our environment. We are proud to mark this product with the ENERGY STAR® label indicating it meets the latest energy efficiency guidelines.

ENERGY STAR

What's in the box

Your telephone package contains the following items. Save your sales receipt and original packaging in the event warranty service is necessary.
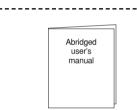

1 set for DS5151-2;
2 sets for DS5151-3

2 sets for DS5151-2;
3 sets for DS5151-3

Abridged user's manual

Telephone base overview

1 – Antenna
2 – LCD display
3 – IN USE light
- On when the phone is in use, or when the answering system is answering an incoming call.
- On when a handset is being registered.
- Flashes quickly when there is an incoming call.
- Flashes when handsets are being deregistered.
- Flashes when another telephone on the same line is in use.

4 – ▲DIR
- Press to scroll up while in menus and lists.
- While entering or modifying names or numbers, press to move the cursor to the right.
- Press to review the directory.

▼CID
- Press to scroll down while in menus and lists.
- While entering or modifying names or numbers, press to move the cursor to the left.
- Press to view the caller ID log.

◄◄/REPEAT
- During playback, press once to repeat the playing message.
- During playback, press twice to play the previous message.

►►/SKIP
- Press to skip to the next message during message playback.

5 – ►/■/PLAY/STOP
- Press to start or stop message playback.

6 – ↺/ANS ON/OFF
- Press to turn the built-in answering system on or off.

7 – MUTE/DELETE
- Press to mute the microphone during a call.
- Press to silence the base ringer temporarily when the phone is ringing.
- Press to delete the playing message or playing announcement.
- Press to delete the displayed entry while reviewing the directory, caller ID log, redial list or call block list.
- Press to delete digits or characters when entering numbers or names.
- Press twice to delete all old messages when the phone is not in use.

8 – ◄))/SPEAKER
- Press to make, answer or end a call.

9 – MENU/SELECT
- Press to show the menu when the telephone is not in use.
- While in a menu, press to select an item, or save an entry or setting.

10 – CANCEL
- While in a menu, press to cancel an operation, back up to the previous menu or exit the menu display; or press and hold to go back to idle mode.

- Press and hold to erase the missed call indicator when the phone is not in use.
- Press to silence the base ringer temporarily while the phone is ringing

11 – ✆
- Press and hold to set and turn on the quiet mode, or turn it off.
- Press repeatedly to display other dialing options when reviewing a caller ID log entry.

12 – 0
- Press to enter space during text editing.

13 – TONE ✻
- Press to switch to tone dialing during a call if you have pulse service.
- While entering names, press to change the next letter to upper or lower case.

14 – ▲ VOLUME ▼
- During a call or message playback, press to adjust the listening volume.
- Press to adjust the telephone base ringer volume when the base is not in use.

15 – Microphone
16 – Charging pole
17 – REDIAL/PAUSE
- Press repeatedly to view the last 10 numbers dialed.
- Press and hold to insert a dialing pause while dialing or entering numbers.

18 – ✆/HANDSET LOCATOR
- Press to page all handsets when the phone is not in use.

19 – PTT/FLASH
- Press to initiate a one-to-one or one-to-group broadcast.
- Press and hold to broadcast to a group of system devices.
- Press to delete digits or characters when entering numbers or names.

20 – ✉ 1
- While reviewing a caller ID log entry, press repeatedly to add or remove 1 in front of the telephone number before dialing or saving it in the directory.
- Press and hold to set or dial your voicemail number.

21 – Speakerphone

Handset overview

1 – Handset earpiece
2 – LCD display
3 – MENU
- Press to show the menu when the phone is not in use.
- While in a menu, press to select an item, or save an entry or setting.

4 – PTT
- Press to initiate a one-to-one or one-to-group broadcast.
- Press and hold to broadcast to a group of system devices.

5 – ✆ off
- Press to hang up a call.
- While in a menu, press to cancel an operation, back up to the previous menu or exit the menu display; or press and hold to go back to idle mode.

6 – TONE #
- Press and hold to set and turn on quiet mode, or turn it off.
- Press repeatedly to display other dialing options when reviewing a caller ID log entry.

7 – EQ ✆
- During an outside call, intercom call, message or announcement playback, press to change the audio quality to best suit your hearing.

8 – Microphone
MUTE
9 – DELETE
- Press to mute the microphone during a call.
- Press to silence the base ringer temporarily while the phone is ringing.
- Press to delete the displayed entry while reviewing the directory, caller ID log or redial list.
- Press to delete digits or characters when entering numbers or names.
- Press to delete the playing message or playing announcement.

10 – ◄))
- Press to make or answer a call.
- During a call, press to switch between the handset speakerphone and the handset earpiece.

11 – TONE ✻
- Press to switch to tone dialing during a call if you have pulse service.
- While entering names, press to change the next letter to upper or lower case.

12 – 0
- Press to enter space during text editing.

13 – ✉ 1
- While reviewing a caller ID log entry, press repeatedly to add or remove 1 in front of the telephone number before dialing or saving it in the directory.
- Press and hold to set or dial your voicemail number.

14 – ↷ TALK
- Press to make or answer a call.
- During a call, press to answer an incoming call when you receive a call waiting alert.
- During message playback, press to call back the caller if the caller's number is available.

15 – INT
- Press to initiate or answer an intercom call, or to transfer a call.

16 – REDIAL/PAUSE
- Press repeatedly to view the last 10 numbers dialed.
- Press and hold to insert a dialing pause while entering numbers.

17 – ↷/VOLUME
- Press to scroll up while in menus and lists.
- While entering or modifying names or numbers, press to move the cursor to the right.
- Press to review the directory when the phone is not in use.
- Press to increase the listening volume when on a call, or to increase the message playback volume.

VOLUME/▼CID
- Press to scroll down while in menus and lists.
- While entering or modifying names or numbers, press to move the cursor to the left.
- Press to view the caller ID log when the phone is not in use.
- Press to decrease the listening volume when on a call, or to decrease the message playback volume.

18 – CHARGE light
- On when the handset is charging.

Charger overview

1 – Charging pole

Display icons overview

Handset display icons

🔋	The battery icon flashes when the battery is low and needs charging.
	The battery icon animates when the battery is charging.
	The battery icon becomes solid when the battery is fully charged.
◄))	The speakerphone is in use.
🔕	The handset ringer is off.
✉	There are new voicemail received from your telephone service provider.
ANS ON	The answering system is turned on.
☎	There is new message in the built-in answering system.
NEW	The entry you are reviewing is new in the caller ID log.
MUTE	The handset microphone is off.
1/13	The number of current playing message and the total number of messages recorded.

Telephone base display icons

🔕	The telephone base ringer is off.
✉	There are new voicemail received from your telephone service provider.
NEW	The entry you are reviewing is new in the caller ID log.
13	The total number of messages recorded when the telephone base is not in use.

Connect

You can choose to connect the telephone base for desktop usage or wall mounting.

NOTES
- Use only the adapters provided.
- Make sure the electrical outlets are not controlled by wall switches.
- The adapters are intended to be correctly oriented in a vertical or floor mount position. The prongs are not designed to hold the plug in place if it is plugged into a ceiling, under-the-table or cabinet outlet.
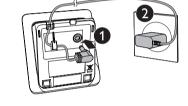
TIP
- If you subscribe to digital subscriber line (DSL) high-speed Internet service through your telephone line, make sure you install a **DSL filter** (not included) between the telephone line cord and telephone wall jack. Contact your DSL service provider for more information.
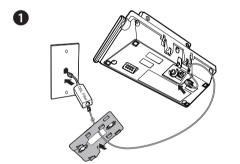
Connect the telephone base
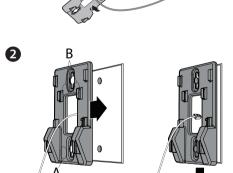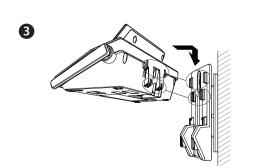
Connect the charger
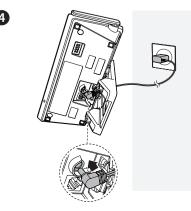
Mount the telephone base

Install the telephone base as shown below.
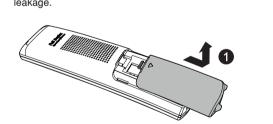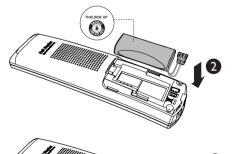
NOTES
- Use only supplied battery.
- Charge the battery provided with this product only in accordance with the instructions and limitations specified in this manual.
- If the handset will not be used for a long time, disconnect and remove the battery to prevent possible leakage.

Install the battery

Check the battery level

After you have installed the battery, check the battery level on the handset screen.
- If the battery icon is 🔋 or 🔋, then go to **Before use** section to set the date and time, and set the answering system through voice guide.
- If the screen is blank, or 🔋 flashes, then the battery needs to be charged. Go to **Charge the battery** section before you do any setting or operation.

Charge the battery

Place the handset in the telephone base or handset charger to charge.

NOTES
- When the cordless handset you put in the base does not have enough charge to back up the telephone base power, the handset displays **Not enough batt to power base**.

Once you have installed the battery, the handset LCD display indicates the battery status (see the table below).

NOTES
- Press **CANCEL** or place the handset in the charger will bypass the set date and time.
- For best performance, keep the handset in the telephone base or charger when not in use.
- The battery is fully charged after 12 hours of continuous charging.
- If you place the handset in the telephone base or charger without plugging in the battery, the screen displays **No battery**.

Battery indicators	Battery status	Action
The screen is blank, or displays **Place in charger** and 🔋 flashes.	The battery has no or very little charge. The handset cannot be used.	Charge without interruption (at least 30 minutes).
The screen displays **Low battery** and 🔋 flashes.	The battery has enough charge to be used for a short time.	Charge without interruption (about 30 minutes).
The screen displays **HANDSET X**.	The battery is charged.	To keep the battery charged, place it in the telephone base or charger when not in use.

Battery backup

When there is a power failure, all handsets display **Put HS on base to power base** and **Out of range OR No pwr at base** alternately. Put a charged handset in the telephone base to back up the telephone base power for some basic phone operations for a short period of time. During this period, you cannot use the answering system.

When a handset is put in the telephone base, it displays **Powering base... Don't pick up**. At this time, use other handsets for some basic phone operations. You may use the handset which is put in the telephone base for making or answering calls via the handset speakerphone, but do not pick up the handset while using it.

Check for dial tone

Press ↷TALK on the handset or ◄)) on the telephone base. If you hear a dial tone, the installation is successful.

If you do not hear a dial tone:
- Make sure the installation procedures described above are properly done.
- It may be a wiring problem. If you have changed your telephone service to digital service from a cable company or a VoIP service provider, the telephone line may need to be rewired to allow all existing telephone jacks to work. Contact your cable/VoIP service provider for more information.

Before use

After you install your telephone or power returns following a power outage and battery depletion, the handsets will prompt you to set the date and time. The telephone base will prompt you to set the date and time, and the answering system through voice guide.

Set date and time

NOTE
- Make sure you set the date and time including the year correctly; otherwise the answering system does not announce the correct day of the week for your recorded messages time stamp.

1. Use the dialing keys (0-9) to enter the month (**MM**), date (**DD**) and year (**YY**). Then press **SELECT**.
2. Use the dialing keys (0-9) to enter the hour (**HH**) and minute (**MM**). Then press ▼ or ▲ to choose **AM** or **PM**.
3. Press **SELECT** to save.

After the setting for the date and time, the telephone base will display **Voice guide to set up Ans sys?**.

Set answering system through voice guide

This feature assists you to do the basic setup of the answering system. You can follow the voice guide to record your own announcement, set the number of rings and the message alert tone.

NOTE
- This feature is only available in the telephone base.

1. Press SELECT on the telephone base to start the voice guide for the answering system setup. You hear the voice prompt "Hello! This voice guide will assist you with the basic setup of your answering system."
2. Set up your answering system by inputting the designated numbers as instructed in the voice guide.

Configure your telephone

Set language

The LCD language is preset to English. You can select English, French or Spanish to be used in all screen displays.

1. Press **MENU** when the handset or the telephone base is not in use.
2. Press ▼ or ▲ to scroll to **Settings**, then press **SELECT**.
3. Press **SELECT** again to select **LCD language**.
4. Press ▼ or ▲ to select **English**, **Français** or **Español**, then press **SELECT** twice to save your setting. You hear a confirmation tone.

NOTE
- If you accidentally change the LCD language to French or Spanish, you can reset it to English easily by pressing **MENU** then entering **364#**.

Set date and time

NOTE
- Make sure you set the date and time including the year correctly; otherwise the answering system does not announce the correct day of the week for your recorded messages time stamp.

1. Press **MENU** when the handset or the telephone base is not in use.
2. Press ▼ or ▲ to scroll to **Set date/time**, then press **SELECT**.
3. Use the dialing keys (0-9) to enter the month (**MM**), date (**DD**) and year (**YY**). Then press **SELECT**.
4. Use the dialing keys (0-9) to enter the hour (**HH**) and minute (**MM**). Then press ▼ or ▲ to choose **AM** or **PM**.
5. Press **SELECT**.

Voice language

You can select the voice language (English or French) to be used for the voice prompts in the answering system and caller ID announce.

1. Press **MENU** on the handset or the telephone base when the phone is not in use.
2. Press ▼ or ▲ to scroll to **Settings**, then press **SELECT**.
3. Press ▼ or ▲ to scroll to **Voice language**, then press **SELECT**.
4. Press ▼ or ▲ to scroll to **Answering sys** or **Annc Caller ID**, then press **SELECT**.
5. Press ▼ or ▲ to select **English** or **Français**.
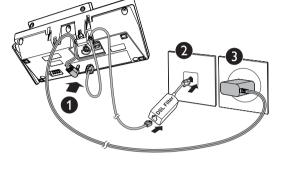6. Press **SELECT** to save and you hear a confirmation tone.

Temporary tone dialing

If you have pulse (rotary) service only, you can switch from pulse to touch-tone dialing temporarily during a call.

1. During a call, press TONE✻.
2. Use the dialing keys to enter the number you wish to dial. The telephone sends touch-tone signals. It automatically returns to pulse dialing mode after you end the call.

Telephone operations

Telephone base control key panel:

Handset control key panel:

Make a call

- Press ↷TALK or ◄)) on the handset and then dial the number.
-OR-
- Press ◄)) on the telephone base, then dial the number.

Answer a call

- Press ↷TALK, ◄)) or any of the dialing keys on the handset.
-OR-
- Press ◄)) or any of the dialing keys on the telephone base.

Join a call in progress

You can use the telephone base and a cordless handset, or two cordless handsets at a time on an outside call.
- When a handset or the telephone base is already on a call, press ↷TALK or ◄)) on another handset to join the call.
- Press ✆OFF or place the handset in the handset charger to exit the call. The call continues until both devices hang up.

End a call

- Press ✆OFF on the handset or place the handset in the telephone base or handset charger.
-OR-
- When you are using the base speakerphone, press ◄)).

Handset speakerphone

- During a call, press ◄)) on the handset to switch between the handset speakerphone and the handset earpiece.

Volume

- During a call, press ▲/VOLUME/▼ on the handset or telephone base to adjust the listening volume.

Mute

The mute function allows you to hear the other party but the other party cannot hear you.
1. During a call, press **MUTE** on the handset. The handset displays **Muted** for a few seconds, and the **MUTE** icon displays on the handset until the mute function is turned off.
2. Press **MUTE** on the handset again to resume the conversation. The handset displays **Microphone ON** briefly.
-OR-
1. During a call, press **MUTE** on the telephone base. The telephone base displays **Muted** for a few seconds and the **MUTE** light turns on until the mute function is turned off.
2. Press **MUTE** on the telephone base again to resume the conversation. The telephone base displays **Microphone ON** briefly.

Transfer a call

While on an outside call, you can transfer the call from the telephone base to a handset, or from a handset to another handset or the telephone base.
1. During a call, press **MENU**.
2. Press **MENU** again to choose **Transfer**, the screen shows **TRANSFER TO:**.

3. Use the dialing keys to enter a specific device number.
- Press **0** for the telephone base, **1-9** for handsets 1-9, **TONE✻** followed by **0-2** for handsets 10-12, or **TONE✻** followed by **#** for all devices.
4. To answer the call on the destination device, press ↷TALK, ◄)) or any dialing key on the handset, or press ◄)) or any dialing key on the telephone base.

Redial list

Each handset and the telephone base store the last 10 telephone numbers dialed. When there are already 10 entries, the oldest entry is deleted to make room for the new entry.

Review and dial a redial list entry
1. Press **REDIAL** when the handset or the telephone base is not in use.
2. Press ▼, ▲ or **REDIAL** repeatedly until the desired entry displays.
3. Press ↷TALK or ◄)) on the handset to dial.
-OR-
- Press ◄)) on the telephone base to dial.

Delete a redial list entry
- While the screen displays the desired number, press **DELETE**.

Intercom

Use the intercom feature for conversations between two of your devices.
1. Press **INT** on the cordless handset when the phone is not in use.
-OR-
- Press **MENU** on the telephone base when it is not in use. Press ▼ or ▲ to scroll to **Intercom**, then press **SELECT**.
2. Choose the device(s) you would like to transfer the call.
- Press **0** for the telephone base, **1-9** for handsets 1-9, **TONE✻** followed by **0-2** for handsets 10-12, **#** for a single handset/speakerphone, **#** followed by **1** or **2** for headset/speakerphone 1 or 2, or **TONE✻** followed by **#** for all devices.

Call waiting

If you subscribe to call waiting service from your telephone service provider, you hear an alert tone when there is an incoming call while you are already on a call.
- Press **FLASH** on the handset or telephone base to put your current call on hold and take the new call.
- Press **FLASH** on the handset or telephone base to switch back and forth between calls.

Find handset

This feature helps you find misplaced handsets.

To start paging:
- Press ✆/**HANDSET LOCATOR** on the telephone base and its screen displays **Paging all handsets**. All idle handsets ring and display **** Paging ****.

To stop paging:
- Press ↷TALK, ◄)) or any of the dialing keys on the cordless handset.
-OR-
- Press ✆/**HANDSET LOCATOR**, **MUTE**, or **CANCEL** on the telephone base.

NOTE
- Do not press and hold ✆/**HANDSET LOCATOR** for more than four seconds. It may lead to handset deregistration.

To answer on a cordless handset:
- To answer the call, press ↷TALK. The intercom call ends automatically.
- To end the intercom call without answering or canceling the incoming call, press ✆OFF. The telephone continues to ring.

To answer at the telephone base:
- Press ◄)). The intercom call ends automatically.

Call transfer using intercom

Use the intercom feature to transfer an outside call to another cordless handset or the telephone base.
1. During a call, press **INT** on the handset.
-OR-
- During a call, press **MENU** on the handset or telephone base. Press ▼ or ▲ to scroll to **Intercom**, then press **SELECT**.
2. Choose the device(s) you would like to transfer the call.
- Press **0** for the telephone base, **1-9** for handsets 1-9, **TONE✻** followed by **0-2** for handsets 10-12, **#** for a single handset/speakerphone, **#** followed by **1** or **2** for headset/speakerphone 1 or 2, or **TONE✻** followed by **#** for all devices.
3. When the destination device shows **Intercom** and the outside call is put on hold. You have the following options:
- You can transfer the call. Press **SELECT** twice to choose **Transfer**. The handset or telephone base shows **Call transferred**. The other device automatically connects to the outside call.
- You can let the other device join you on the outside call in a three-way conversation. Press **MENU**. Press ▼ or ▲ to highlight **Share call**, then press **SELECT**.
- You can end the intercom call and continue the outside call with your handset or the telephone base. Press ↷TALK on your handset or press **CANCEL** on the telephone base.

Push-to-talk (PTT)

You can directly broadcast messages from one device to the appropriate device or a group of devices. To begin two-way communication, press **PTT** on the handset or the telephone base, and press **PTT** on the device; or press and hold **PTT** on the handset or the telephone base to broadcast to a group of devices.

When the connection is made, both the initiating and the destination devices display **Press and hold (PTT) to talk** and beep once. Only one device can talk at a time. To do so, press and hold **PTT**.

Answer an incoming call during an intercom call

If you receive an incoming outside call during an intercom call, you will hear an alert tone.

Directory

The directory can store up to 50 entries, which are shared by all handsets and the telephone base. Each entry may consist of a telephone number with up to 30 digits and a name with up to 15 characters.

Add a directory entry
1. Enter the number when the phone is not in use. Press **MENU**, then go to Step 3.
-OR-
i. Press **MENU** when the phone is not in use, then press ▼ or ▲ to scroll to **Directory**, then press **SELECT**.
ii. Press ▼ or ▲ to scroll to **Add contact**, then press **SELECT**.
2. Use the dialing keys to enter the number.
- Press **0** for the telephone base, **1-9** for handsets 1-9, **TONE✻** followed by **0-2** for handsets 10-12, # for a single headset/speakerphone, # followed by 1 or 2 for headset/speakerphone 1 or 2, or **TONE✻** followed by # for all devices.

Copy a number from the redial list by pressing **REDIAL** and then press ▼, ▲ or **REDIAL** repeatedly to find the desired number. Press **SELECT** to copy the number.
3. Press **SELECT** to move on to enter the name.
4. Use the dialing keys to enter the name. Additional key presses show other characters of that particular key.
5. Press **SELECT** to save.

While entering names and numbers, you can:
- Press **DELETE** to backspace and erase a digit or character.
- Press and hold **DELETE** to erase the entire entry.
- Press ▼ or ▲ to move the cursor to the left or right.
- Press and hold **PAUSE** to insert a dialing pause (for entering numbers only).
- Press **0** to add a space (for entering names only).
- Press **TONE✻** to change the next letter to upper or lower case.

Review a directory entry
Entries are sorted alphabetically.
1. Press ↷ on the cordless handset or ▲DIR on the telephone base when it is not in use.
2. Press ▼ or ▲ to browse through the directory, or use the dialing keys to start a name search.

Dial a directory entry
- When the desired entry appears:
- Press ↷TALK or ◄)) on the handset, or press ◄)) on the telephone base.

Operating range

This cordless telephone operates within the maximum power allowed by the Federal Communications Commission (FCC). Even so, this handset and telephone base can communicate over only a certain distance - which can vary with the locations of the telephone base and handset, the weather, and the layout of your home or office. When the handset is out of range, the handset displays **Out of range OR No pwr at base**.

If there is a call while the handset is out of range, it may not ring, or if it does ring, the call may not connect well when you press ↷TALK. Move closer to the telephone base, then press ↷TALK to answer the call.

If the handset moves out of range during a telephone conversation, there may be interference. To improve reception, move closer to the telephone base.

Using the telephone base or handset menu

You can use the telephone base or a cordless handset to change your telephone settings.
1. Press **MENU** on the handset or telephone base when it is not in use.
2. Press ▼ or ▲ until the screen displays the desired feature menu.
3. Press **SELECT** to enter that menu.
- To return to the previous menu, press ✆OFF on the handset or **CANCEL** on the telephone base.
- To return to idle mode, press and hold ✆OFF on the handset or **CANCEL** on the telephone base.

Telephone base control key panel:

Handset control key panel:

Speed dial

You can copy up to nine directory entries into the speed dial locations (0 and 2-9) so that you can dial these numbers more quickly.

Assign a speed dial number

1. Press **MENU** on the handset or the telephone base when it is not in use.
2. Press **▼** or **▲** to scroll to *Directory*, then press **SELECT**.
3. Press **▼** or **▲** to scroll to *Speed dial*, then press **SELECT**.
4. Press **▼**, **▲** or a dialing key (0 or 2-9) to choose the desired speed dial location.
5. Press **SELECT**. The screen displays *Copy from Directory....*
6. Press **▼** or **▲** to scroll to desired entry, then press **SELECT**.

Dial a speed dial number

- When the phone is not in use, press and hold a dialing key (0 or 2-9) on the handset or telephone base to dial the number stored in the corresponding speed dial location.

Delete a speed dial number

1. Press **MENU** on the handset or the telephone base when it is not in use.
2. Press **▼** or **▲** to scroll to *Directory*, then press **SELECT**.
3. Press **▼**, **▲** or a dialing key (0 or 2-9) to choose the desired speed dial location, then press **SELECT** to show the speed dial entry.
4. Press **▼** or **▲** to scroll to *Clear SD* and then press **▼** or **▲** to scroll to *Clear SD*. Then press **▼** or **▲** to scroll to *Clear SD*. Then press **SELECT**.
   -OR-
   Press **DELETE** on the handset or telephone base.

Edit a directory entry

1. When the desired entry displays, press **SELECT**.
2. Use the dialing keys to edit the number, then press **SELECT**.
3. Use the dialing keys to edit the name, then press **SELECT**.

Delete a directory entry

- When the desired entry appears, press **DELETE**. When the screen displays *Delete contact?*, press **SELECT**.

Caller ID

If you subscribe to caller ID service, information about each caller will appear after the first or second ring. If you answer a call before the caller's information appear on the screen, it will not be saved in the caller ID log.

The caller ID log stores up to 50 entries. Each entry has up to 24 digits for the phone number and 15 characters for the name.

If the phone number has more than 15 digits, only the first 15 digits appear. If the name has more than 15 characters, only the first 15 characters are shown and saved in the caller ID log.

Review a caller ID log entry

1. Press **▼CID** on the cordless handset or the telephone base when the phone is not in use.
2. Press **▼** or **▲** to browse through the caller ID log.

Missed call indicator

When there are calls that have not been reviewed in the caller ID log, the screens display *XX Missed calls*.

Each time you review a caller ID log entry marked *NEW* on the handset or on the telephone base, the missed calls message goes away.

If you do not want to review the missed calls one by one but still want to keep them in the caller ID log, press and hold **✔ OFF** on the handset or **CANCEL** on the telephone base for four seconds when in idle mode. All the entries are then considered old.

Dial a caller ID log entry

- When the desired entry displays, press **✔TALK** or **◄))** on the handset to dial.
  -OR-
- When the desired entry displays, press **✔))** on the telephone base to dial.

Save a caller ID log entry to the directory

1. When the desired caller ID log entry displays, press **SELECT**. If you are using the telephone base, you need to press **SELECT** again to select *Directory*.
2. Use the dialing keys to modify the number, if necessary. Then press **SELECT**.
3. Use the dialing keys to modify the name, if necessary. Then press **SELECT**.

Delete caller ID log entries

- When the desired caller ID log entry displays, press **DELETE**.

To delete all caller ID log entries:

1. Press **MENU** on the handset or the telephone base when the phone is not in use.
2. Scroll to *Caller ID log* and then press **SELECT**.
3. Scroll to *Del all calls* then press **SELECT** twice.

Call block

If you subscribe to caller ID service, you can set the telephone to block unknown calls and certain undesired calls. The call block list can store up to 20 entries.

NOTE
- This feature is only available in the telephone base.

Block unknown calls

1. Press **MENU** on the telephone base when it is not in use.
2. Press **7464#** on the telephone base.
3. Scroll to choose *Calls w/o num*, and then press **SELECT**.
4. Scroll to choose *Not block* or *Block*, and then press **SELECT** to save.

Add a call block entry

1. Press **MENU** on the telephone base when it is not in use.
2. Press **7464#** on the telephone base.
3. Press **SELECT** to choose *Block list*.
4. Scroll to choose *Add new entry*, and then press **SELECT**.
5. Use the dialing keys to enter the number (up to 30 digits).
6. Press **SELECT** to move on to enter the name.
7. Use the dialing keys to enter the name (up to 15 characters). Additional key presses show other characters of that particular key.
8. Press **SELECT** to save.

Review call block list

1. Press **MENU** on the telephone base when it is not in use.
2. Scroll to *Call block* and then press **SELECT**.
3. Press **SELECT** to choose *Block list*.
4. Scroll to choose *Review*.

Edit a call block entry

1. When the desired entry displays on the telephone base, press **SELECT**.
2. Use the dialing keys to edit the number, and then press **SELECT**.
3. Use the dialing keys to edit the name, and then press **SELECT** to save.

Save a caller ID log entry to call block list

1. When the desired caller ID log entry displays on the telephone base, press **SELECT**.
2. Scroll to *Call block*, and then press **SELECT**.
3. Use the dialing keys to edit the number, and then press **SELECT**.
4. Use the dialing keys to edit the name, and then press **SELECT** to save.

Delete a call block entry

- When the desired call block entry displays on the telephone base, press **DELETE**.

Mute first ring

Your telephone rings once for blocked calls. You can choose to mute the first ring for all incoming calls, so that there will be no ring for blocked calls. By default, the mute first ring feature is set to *Off*.

1. Press **MENU** on the telephone base when it is not in use.
2. Press **7464#** on the telephone base.
3. Press **▼** or **▲** to choose *On* to mute the first ring, or *Off* to keep that ring.
4. Press **SELECT** to save.

NOTE
- If you have muted the first ring, you will hear one ring less before the answering system and voicemail answer the incoming calls.

Sound settings

Key tone

You can turn the key tone on or off for each handset and the telephone base.

1. Press **MENU** on the handset or the telephone base when it is not in use.
2. Scroll to *Settings* and then press **SELECT**.
3. Scroll to choose *Key tone*, then press **SELECT**.
4. Press **▼** or **▲** to select the desired volume or *Off*, then press **SELECT** to save.

Ringer tone

You can choose from different ringer tones for each handset and the telephone base.

1. Press **MENU** on the handset or the telephone base when it is not in use.
2. Scroll to *Ringers* and then press **SELECT**.
3. Scroll to choose *Ringer tone*, then press **SELECT**.
4. Press **▼** or **▲** to sample each ringer tone, then press **SELECT**.

NOTE
- If you turn off the ringer volume on a cordless handset, you will not hear ringer tone samples.

Telephone base ringer volume

Press **▼/VOLUME/▲** on the telephone base to adjust the ringer volume when the telephone base is not in use.

When you set the ringer volume to *Off*, the base ringer is off. The telephone base screen displays *Caller ID won't be announced* briefly, and then displays **✕**.

Handset ringer volume

You can adjust the handset ringer volume level, or turn the ringer off.

1. Press **MENU** on the handset or the telephone base when it is not in use.
2. Scroll to *Ringers* and then press **SELECT** twice.
3. Press **▼** or **▲** to sample each volume level, then press **SELECT** to save.

NOTE
- When the ringer volume is set to off, the handset still rings when you press **✔/HANDSET LOCATOR** at the telephone base.

Temporary ringer silencing

When the telephone is ringing, you can temporarily silence the ringer without disconnecting the call. The next call rings normally at the preset volume.

To silence the handset ringer:
- Press **MUTE** or **✔ OFF** on the handset and it displays *Ringer muted* and **✕**.

To silence the telephone base ringer:
- Press **MUTE** or **CANCEL** on the telephone base and it displays *Ringer muted* and **✕**.

Quiet mode

You can turn on quiet mode for a period of time (1-12 hours). During this period, all tones (except paging tone) and call screening are muted.

To set and turn the quiet mode on:
1. Press and hold **QUIET#** on the handset or the telephone base when it is not in use.
2. Use the dialing keys to enter the desired duration (1-12), then press **SELECT**.

To turn the quiet mode off:
- While the quiet mode is on, press and hold **QUIET#**.

Equalizer

The equalizer enables you to change the quality of the audio to best suit your hearing. While on a call or intercom call, or listening to a message or announcement:
- Press **EQ ✕** on the handset to select the equalizer setting *Treble 1*, *Treble 2*, *Bass* or *Natural* (the default setting). The current setting is shown on the handset screen for two seconds.

-OR-
1. Press **MENU** on the handset.
2. Press **▼** or **▲** to scroll to *Equalizer*, then press **SELECT**.
3. Press **▼** or **▲** to select the Equalizer setting *Treble 1*, *Treble 2*, *Bass* or *Natural* (the default setting), and then press **SELECT** to save. You hear a confirmation tone.

About the built-in answering system and voicemail service

For message recording, your telephone has a built-in answering system, and it also supports voicemail service offered by your telephone service provider (subscription is required, and fee may apply).

The main differences between them are:

Category	Built-in answering system	Voicemail from telephone service
Storage	Messages are stored in the telephone base.	Messages are stored in a server or system provided by your telephone service provider.
	You messages will be deleted automatically. You have to delete your message manually.	Your messages may be automatically deleted after a period of time. Contact your telephone service provider for more details.
Method to retrieve messages	When you received new messages, the handset and the telephone base display *XX New messages*, and the **✕**/**▶PLAY/STOP** light on the telephone base flashes.	When you receive new messages, the handset and the telephone base display **✕** and *New voicemail*.
	To retrieve messages, usually there are two ways: • Press **✕**/**▶PLAY/STOP** on the telephone base; or • Access remotely with an access code.	To retrieve messages, you need an access number and/or a password provided by your telephone service provider.

Set your built-in answering system

The answering system can record and store up to 99 messages. Each message can be up to three minutes in length. The total storage capacity for the announcement, messages and memos is approximately 23 minutes. The actual recording time depends on individual message characteristics.

Telephone base control key panel:

Turn the answering system on or off

The answering system must be turned on to answer and record messages.
- Press **✔/ANS ON/OFF** on the telephone base to turn the built-in answering system on or off.

-OR-
1. Press **MENU** on the handset or the telephone base when it is not in use.
2. Scroll to *Answering sys*, then press **SELECT**.
3. Scroll to *Answer ON/OFF*, then press **SELECT**.
4. Press **▼** or **▲** to choose *On* or *Off*, then press **SELECT**.

Default announcement

The telephone is preset with a greeting that answers calls with, "*Hello. Please leave a message after the tone.*" You can use this preset announcement, or replace it with your own.

Record your own announcement

The announcement can be up to 90 seconds in length.
1. Press **MENU** on the handset or the telephone base when the phone is not in use.
2. Scroll to *Answering sys*, then press **SELECT**.
3. Scroll to *Ans sys setup*, then press **SELECT** twice.
4. Press **SELECT** again to select *Record annc*. the system announces, "*Record after the tone. Press 5 when you are done.*" After the tone, speak towards the microphone.
5. Press **5** when done.

Play your announcement

1. Press **MENU** on the handset or the telephone base when the phone is not in use.
2. Scroll to *Answering sys*, then press **SELECT**.
3. Scroll to *Play annc*, then press **SELECT**.

Options during playback:
- Press **▲/VOLUME/▼** on the cordless handset, or the telephone base to adjust the listening volume.
- Press **5** to stop playback.

Delete your announcement

1. Press **MENU** on the handset or the telephone base when the phone is not in use.
2. Scroll to *Answering sys*, then press **SELECT** twice.
3. Scroll to *Play annc*, then press **SELECT**.
4. While the announcement is playing, press **DELETE** to delete your recorded announcement.

NOTE
- When your announcement is deleted, calls are answered with the default announcement.

Set number of rings

You can set the answering system to answer an incoming call after two, three, four, five or six rings; or select toll saver. If you choose toll saver, the answering system answers a call after two rings if you have new messages, or after four rings when there are no new messages.

1. Press **MENU** on the telephone base when it is not in use.
2. Scroll to *Answering sys*, then press **SELECT**.
3. Scroll to *Ans sys setup*, then press **SELECT**.
4. Scroll to *# of rings*, then press **SELECT**.
5. Press **▼** or **▲** to select *2*, *3*, *4*, *5*, *6* or *Toll saver*, and then press **SELECT**.

NOTE
- If you have muted the first ring, you will hear one ring less before the answering system answers the incoming calls.

Set recording time

You can set the recording time allowed for each incoming message.

1. Press **MENU** on the telephone base when the phone is not in use.
2. Scroll to *Answering sys*, then press **SELECT**.
3. Scroll to *Ans sys setup*, then press **SELECT**.
4. Scroll to *Recording time*, then press **SELECT**.
5. Press **▼** or **▲** to select *3 minutes*, *2 minutes* or *1 minute*, and then press **SELECT**.

Turn the message alert tone on or off

When the message alert tone is set to on, and there is at least one new message, the telephone base beeps every 10 seconds. The message alert tone is preset to off.

There is no audible alert at the handset.
1. Press **MENU** on the telephone base when the phone is not in use.
2. Press **▼** or **▲** to scroll to *Answering sys*, then press **SELECT**.
3. Press **▼** or **▲** to scroll to *Ans sys setup*, then press **SELECT**.
4. Press **▼** or **▲** to scroll to *Msg alert tone*, then press **SELECT**.
5. Press **▼** or **▲** to select *On* or *Off*.

Use your built-in answering system

New message indication

When there are new answering system messages, the handset and the telephone base display *XX New messages*, and the **✕**/**▶PLAY/STOP** light on the telephone base flashes.

If the message alert tone is turned on, the telephone base beeps every 10 seconds when there are messages that have not been reviewed.

Message playback

To play messages at the telephone base:
- Press **✕**/**▶PLAY/STOP** when the phone is not in use.

-OR-
1. Press **MENU** when the phone is not in use.
2. Scroll to *Answering sys*, then press **SELECT**.
3. Scroll to *Play messages*, then press **SELECT**.
- If there are new and old messages, scroll to select *Play new msgs* or *Play old msgs*, and then press **SELECT** or **✕**/**▶PLAY/STOP**.

Options during playback:
- Press **▲/VOLUME/▼** to adjust the message playback volume.
- Press **▶►SKIP** to skip to the next message.
- Press **◄◄REPEAT** to repeat the message.
- Press **◄◄REPEAT** twice to hear the previous message.

Use the built-in answering system and voicemail service

You can use your answering system and voicemail service together by setting your answering system to answer before voicemail service answers as described below. To learn how to program your voicemail settings, contact your telephone service provider.

If you are on a call, or if the answering system is busy recording a message and you receive another call, the second caller can leave a voicemail message.

Set your answering system to answer calls at least two rings earlier than your voicemail is set to answer. For example, if your voicemail answers after six rings, set your answering system to answer after four rings. Some voicemail providers may program the delay before answering calls in seconds instead of rings. In this case, allow six seconds per ring when determining the appropriate setting.

6. Press **SELECT** to save and you hear a confirmation tone.

NOTES
- The answering system must be turned on for the message alert tone to be functional.
- Press any key on the telephone base (except **✔/HANDSET LOCATOR**) to temporarily silence the message alert tone.

Voice guide

This feature is an alternative way for you to do the basic setup of the answering system. You can follow the voice guide to record your own announcement, set the number of rings and the message alert tone.

NOTE
- This feature is only available in the telephone base.

1. Press **MENU** on the telephone base when it is not in use.
2. Scroll to *Answering sys*, then press **SELECT**.
3. Scroll to *Voice guide*, then press **SELECT**. You hear the voice prompt "*Hello! This voice guide will assist you with the basic setup of your answering system.*"
4. Set up your answering system by inputting designated numbers as instructed in the voice guide.

Set your remote access code

You can set your own remote access code from 00 to 99.
1. Press **MENU** on the handset or the telephone base when the phone is not in use.
2. Scroll to *Answering sys*, then press **SELECT**.
3. Scroll to *Ans sys setup*, then press **SELECT**.
4. Scroll to *Remote code*, then press **SELECT**.
5. Press **▼** or **▲** or use the dialing keys (0-9) to enter a two-digit number.
6. Press **SELECT** on the handset or telephone base to backspace and delete a digit.
7. Press **SELECT** to save and you hear a confirmation tone.

Delete all old messages

You can only delete old (reviewed) messages. You cannot delete new messages until you review them. You cannot retrieve deleted messages.

To delete all messages with the telephone base:
- Press **DELETE** twice when in idle mode.

To delete all messages with a handset:
1. Press **MENU** when the phone is not in use.
2. Scroll to *Answering sys*, then press **SELECT**.
3. Scroll to *Delete all old*, and then press **SELECT** twice.

Remote access

A two-digit security code is required to access the answering system remotely from any touch-tone telephone. The preset code is *19*. You can use this preset code, or set your own.

1. Dial your telephone number from any touch-tone telephone.
2. When the system plays your announcement, enter the two-digit security code.
3. Enter one of the following remote commands.

Command	Description
1	Play all messages.
2	Play only new messages.
3	Delete the current message (during playback).
33	Delete all old messages.
5	Stop.
*5	Hear a list of remote commands.
6	Skip to the next message (during playback).
7	Record a new announcement.
*8	End the call.
0	Turn the answering system on or off.

Command	Description
5	Stop.
*5	Hear a list of remote commands.
6	Skip to the next message (during playback).
7	Record a new announcement.
*8	End the call.
0	Turn the answering system on or off.

- Press **DELETE** to delete the playing message. The system advances to the next message.
- Press **✕**/**▶PLAY/STOP** to stop the playback.

To play messages with a handset:
1. Press **MENU** when the phone is not in use.
2. Scroll to select *Answering sys*, then press **SELECT**.
- If there are new and old messages, scroll to select *Play new msgs* or *Play old msgs*, and then press **SELECT**.

4. Hang up or press **8** to end the call.