

Panasonic®

5.8 GHz Expandable
Cordless Phone System with FAX and Copier

Operating Instructions

Model No. **KX-FPG391**



FOR FAX ADVANTAGE ASSISTANCE:

— PHONE CALL

1-800-HELP-FAX (1-800-435-7329)

— E-MAIL TO

consumer_fax@panasonic.com

for customers in the U.S.A. or Puerto Rico

— REFER TO

www.panasonic.com

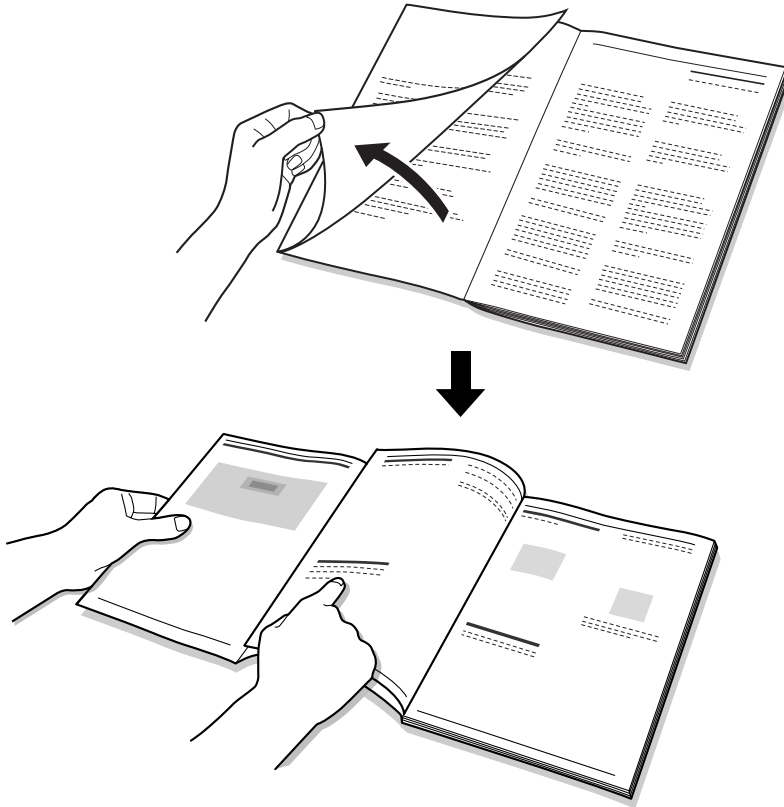
for customers in the U.S.A. or Puerto Rico

Please read these Operating Instructions before using the unit and save for future reference.

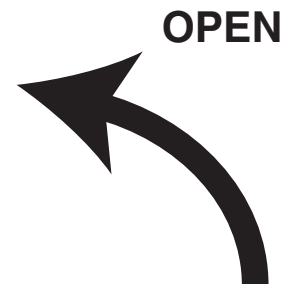
This unit is compatible with Caller ID. To use this feature, you must subscribe to the appropriate service of your service provider.

This model is designed to be used only in the U.S.A.

How to use the operating instructions

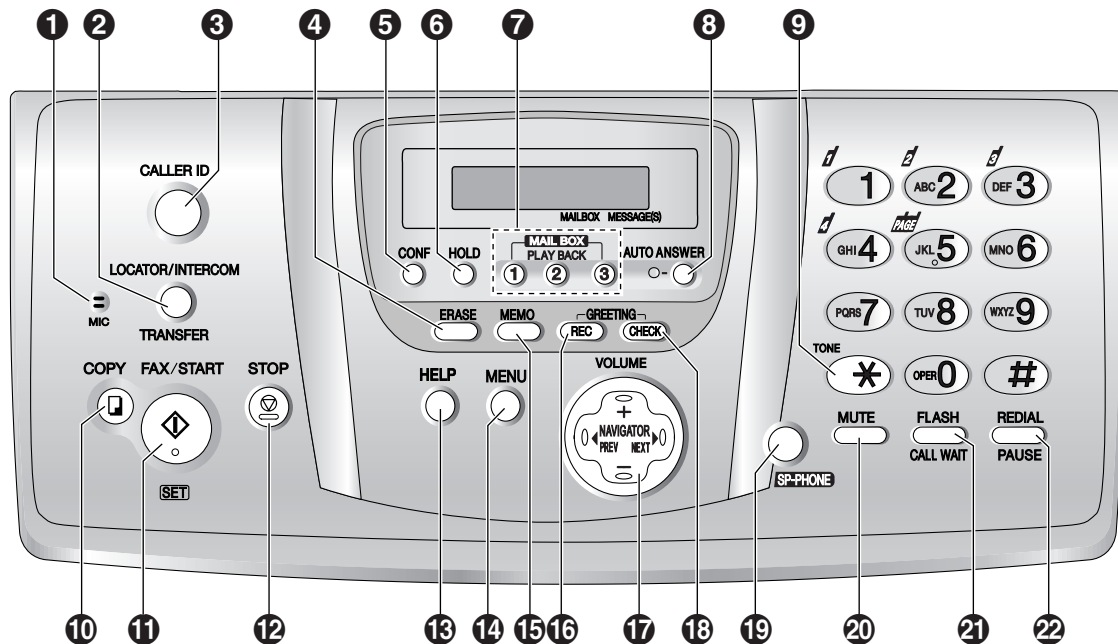


When following operating instructions, always keep the front cover page (next page) open for easy reference to the buttons.



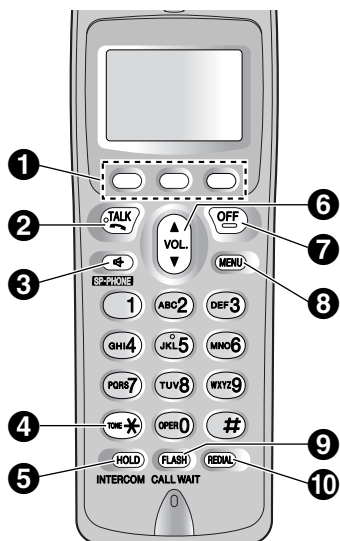
Location of controls

Please keep this page open when following operating instructions. For a description of each button, see page 10.



Buttons (Listed in alphabetical order)

- | | | |
|--------------------|--------------------|-----------------|
| AUTO ANSWER 8 | HELP 13 | REDIAL/PAUSE 22 |
| CALLER ID 3 | HOLD 6 | SET 11 |
| CONF 5 | LOCATOR/INTERCOM 2 | SP-PHONE 19 |
| COPY 10 | MAILBOX 7 | STOP 12 |
| ERASE 4 | MEMO 15 | TONE 9 |
| FAX/START 11 | MENU 14 | TRANSFER 2 |
| FLASH/CALL WAIT 21 | MIC 1 | VOLUME 17 |
| GREETING/CHECK 16 | MUTE 20 | |
| GREETING/REC 16 | NAVIGATOR 17 | |



Buttons

- FLASH/CALL WAIT 9
- HOLD/INTERCOM 5
- MENU 8
- Navigator 6
- OFF 7
- REDIAL 10
- Soft keys 1
- SP-PHONE 3
- TALK 2
- TONE 4
- VOL. 6

Thank you for purchasing a Panasonic fax machine.

Things you should keep a record of

┌──┐
│ │
│ Attach your sales receipt here. │
│ │
└──┘

For your future reference

Date of purchase
Serial number (found on the rear of the unit)
Dealer's name and address
Dealer's telephone number

Caution:

- The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device, including fax machines, to send any message unless such message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message and the telephone number of the sending machine or such business, other entity, or individual. (The telephone number provided may not be a 900 number or any other number for which charges exceed local or long-distance transmission charges.)
In order to program this information into your fax machine, you should complete the instructions on page 31 to page 34.
- Note that the images of copied or received documents will remain on the used ink film. Use discretion when disposing of the used ink film.
- Do not rub or use an eraser on the printed side of recording paper, as the print may smear.

Energy Star:

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



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Important safety instructions

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

1. Read and understand all instructions.
2. Follow all warnings and instructions marked on this unit.
3. Unplug this unit from power outlets before cleaning. Do not use liquid or aerosol cleaners. Use a damp cloth for cleaning.
4. Do not use this unit near water, for example near a bathtub, wash bowl, kitchen sink, etc.
5. Place the unit securely on a stable surface. Serious damage and/or injury may result if the unit falls.
6. Do not cover slots and openings on the unit. They are provided for ventilation and protection against overheating. Never place the unit near radiators, or in a place where proper ventilation is not provided.
7. Use only the power source marked on the unit. If you are not sure of the type of power supplied to your home, consult your dealer or local power company.
8. For safety purposes this unit is equipped with a grounded plug. If you do not have this type of outlet, please have one installed. Do not defeat this safety feature by tampering with the plug.
9. Do not place objects on the power cord. Install the unit where no one can step or trip on the cord.
10. Do not overload power outlets and extension cords. This can result in the risk of fire or electric shock.
11. Never push any objects through slots in this unit. This may result in the risk of fire or electric shock. Never spill any liquid on the unit.
12. To reduce the risk of electric shock, do not disassemble this unit. Take the unit to an authorized service center when service is required. Opening or removing covers may expose you to dangerous voltages or other risks. Incorrect reassembly can cause electric shock when the unit is subsequently used.
13. Unplug this unit from power outlets and refer servicing to an authorized service center when the following conditions occur:
 - A. When the power cord is damaged or frayed.
 - B. If liquid has been spilled into the unit.
 - C. If the unit has been exposed to rain or water.
 - D. If the unit does not work normally by following the operating instructions. Adjust only controls covered by the operating instructions. Improper adjustment may require extensive work by an authorized service center.
 - E. If the unit has been dropped or physically damaged.
 - F. If the unit exhibits a distinct change in performance.
14. During thunderstorms, avoid using telephones except cordless types. There may be a remote risk of an electric shock from lightning.
15. Do not use this unit to report a gas leak, when in the vicinity of the leak.

SAVE THESE INSTRUCTIONS

CAUTION:

Installation

- Never install telephone wiring during a lightning storm.
- Never install telephone jacks in wet locations unless the jack is specifically designed for wet locations.
- Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying telephone lines.
- Do not touch the plug with wet hands.
- Consult the manufacturer of any personal medical devices, such as pacemakers or hearing aids, to determine if they are adequately shielded from external RF (radio frequency) energy. (The unit operates in the frequency range of 5760 MHz to 5840 MHz, and the power output level can range from 0.25 to 0.5 watts.) Do not use the unit in health care facilities if any regulations posted in the area instruct you not to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF (radio frequency) energy.

Battery

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

- Use only the battery(ies) specified.

Important Information

- Do not dispose of the battery(ies) in a fire. They may explode. Check with local waste management codes for special disposal instructions.
- Do not open or mutilate the battery(ies). Released electrolyte is corrosive and may cause burns or injury to the eyes or skin. The electrolyte may be toxic if swallowed.
- Exercise care when handling the battery(ies). Do not allow conductive materials such as rings, bracelets or keys to touch the battery(ies), otherwise a short circuit may cause the battery(ies) and/or the conductive material to overheat and cause burns.
- Charge the battery(ies) provided with or identified for use with this product only in accordance with the instructions and limitations specified in this manual.

WARNING:

- To prevent the risk of fire or electrical shock, do not expose this product to rain or any type of moisture.

For best performance

Battery charge

- Place the handset on the charger for about **6 hours** before initial use.

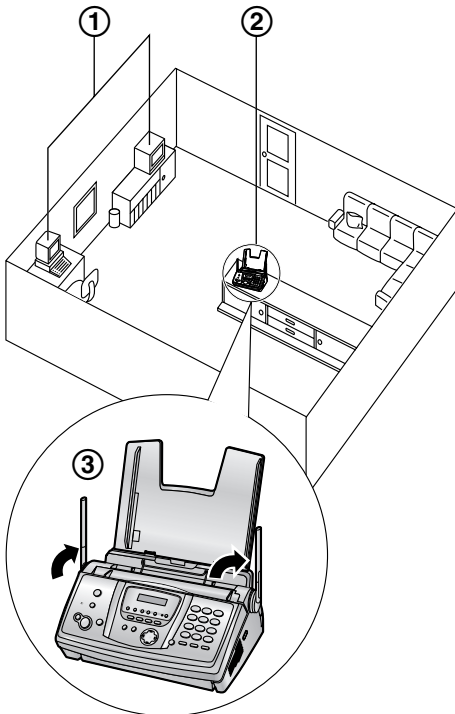


- For details, see page 22.

Operating distance and noise

- The base unit and handset use radio waves to communicate with each other.

For maximum distance and noise-free operation, we recommend the following:



- ① Placing the unit away from electrical appliances such as a TV, personal computer or another cordless phone.
- ② Placing the unit in a HIGH and CENTRAL location with no obstructions such as walls.

- ③ Raising the antennas vertically.

Note:

- If you use the handset near a microwave oven which is being used, noise may be heard from the receiver or the speaker. Move away from the microwave oven and closer to the base unit.
- If you use the handset near another cordless phone's base unit, noise may be heard. Move away from the other cordless phone's base unit and closer to your base unit.

Environment

- Keep the unit away from electrical noise generating devices, such as fluorescent lamps and motors.
- The unit should be kept free from dust, high temperature and vibration.
- The unit should not be exposed to direct sunlight.
- Do not place heavy objects on top of the unit.
- When you leave the unit unused for a long period of time, unplug this unit from power outlet.
- The unit should be kept away from heat sources such as heaters, kitchen stoves, etc. It should not be placed in rooms where the temperature is less than 5 °C (41 °F) or greater than 35 °C (95 °F). Damp basements should also be avoided.
- Operating near 5.8 GHz electrical appliances may cause interference. Move away from the electrical appliances.

Recording paper

- Store unused paper in the original packaging, in a cool and dry place. Not doing so may affect print quality.

Routine care

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

Expanding your phone

This unit includes 1 handset and 1 base unit. You can expand the system by adding up to 3 accessory handsets, sold separately.

A maximum of 4 handsets can be registered to the base unit.

See page 10 for accessory information.



+

Up to 3 accessory handsets can be added.

- Any combination of the 2 different accessory handsets is possible.



KX-TGA520



KX-TGA523

The included handset is pre-registered at the factory and assigned the extension number 1. After purchasing accessory handsets, you must register each to the base unit. (Please read the accessory handset's installation manual.)

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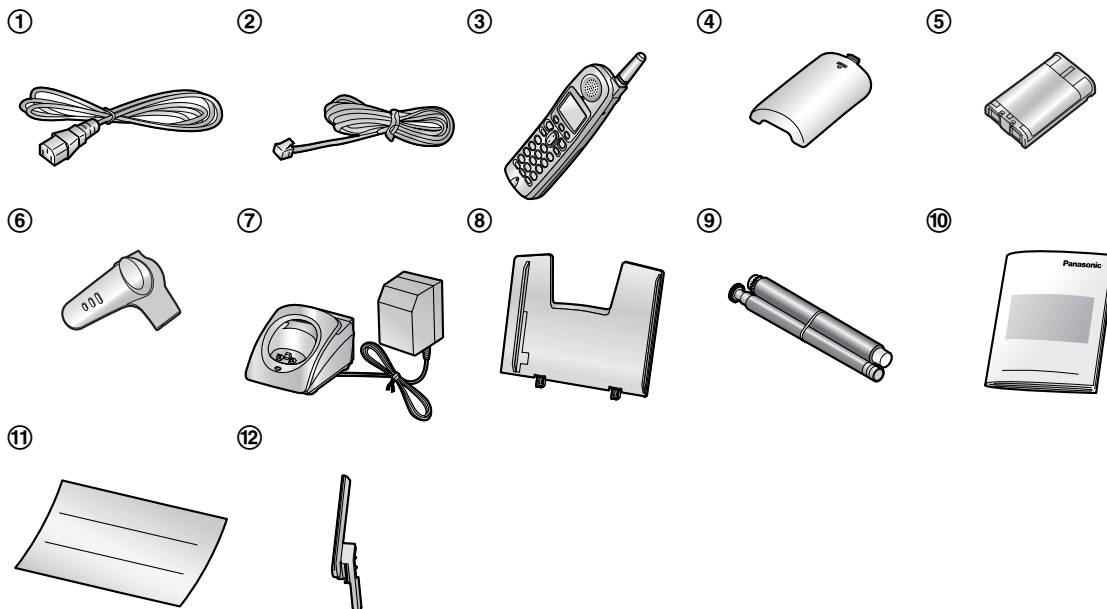
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1.1 Included accessories

No.	Item	Part number ^{*1}	Quantity	Notes
①	Power cord	PFJA1030Z	1	-----
②	Telephone line cord	PQJA10075Z	1	-----
③	Cordless handset	-----	1	-----
④	Battery cover	PQKK10142Z1	1	-----
⑤	Battery	HHR-P104	1	-----
⑥	Belt clip	PQKE10377Z1	1	-----
⑦	Charger unit	Charger:PQLV30024YM AC adaptor:KX-TCA1-G (KX-TCA1)	1	-----
⑧	Paper tray	PFKS1088Z1	1	-----
⑨	Ink film (10 meters long)	-----	1	prints about 30 letter-sized pages. ^{*2}
⑩	Operating instructions	PFQX2058Y	1	-----
⑪	Quick installation guide	PFQW2169Z	1	-----
⑫	A4 paper guide	PFKS1089Z1	1	No need to install when using letter or legal paper.

*1 Part numbers are subject to change without notice.

*2 For replacement film, see page 10.



Note:

- If any items are missing or damaged, contact the place of purchase.
- Save the original carton and packing materials for future shipping and transportation of the unit.

1.2 Accessory information

Accessories for this unit can be ordered online, by fax, or by telephone.

Please note that only orders for replacement film and batteries can be accepted by fax and telephone.

- **Replacement film*¹ (KX-FA92):** 35 m (114') × 2 rolls (Each roll will print about 113 letter-sized pages.)
- **Battery (HHR-P104)**
- **Headset (KX-TCA60, KX-TCA86, KX-TCA88, KX-TCA88HA, KX-TCA91, KX-TCA92, KX-TCA98):** Allows hands-free telephone conversations.
- **Additional handset*² (KX-TGA520, KX-TGA523)**

*1 To ensure the unit operates properly, we recommend the use of a Panasonic replacement film. **The ink film is not reusable. Do not rewind and use the ink film again.**

*2 A charger is included with each accessory handset. KX-TGA523 has a charger with a clock radio.

To place an order online (for customers in the U.S.A. ONLY)

Visit our web site:

<http://www.panasonic.com/kx-fa92>

- For questions regarding online orders:
E-mail: specialty@panasonic.com
Telephone: 1-866-888-2929

To place an order by fax (replacement film and batteries only)

Fax: 1-800-237-9080

Include:

- your name, shipping address and telephone number
- credit card type, number, expiration date and your signature
- part number and quantity

To place an order by telephone (replacement film and batteries only)

Telephone: 1-800-332-5368

1.3 Description of base unit buttons

- Keep the front cover page open for button locations.

- 1 [MIC]**
 - The built-in microphone.
- 2 [LOCATOR/INTERCOM][TRANSFER]**
 - To page or locate the handset (page 49).
 - To transfer a call (page 50).
- 3 [CALLER ID]**
 - To use Caller ID features (page 45).
- 4 [ERASE]**
 - To erase recorded messages (page 68).
 - To erase a recorded greeting message (page 66).
- 5 [CONF]**
 - To make a conference call (page 51).
- 6 [HOLD]**
 - To put a call on hold (page 36).
- 7 [MAILBOX]**
 - To use mailbox feature (page 67).
- 8 [AUTO ANSWER]**
 - To turn the AUTO ANSWER setting ON/OFF (page 57, 58).
- 9 [TONE]**
 - To change from pulse to tone temporarily during dialing when your line has rotary pulse services.
- 10 [COPY]**
 - To copy a document (page 63).
- 11 [FAX/START][SET]**
 - To start sending or receiving a fax.
 - To store a setting during programming.
- 12 [STOP]**
 - To stop an operation or programming.
- 13 [HELP]**
 - To print helpful information for quick reference (page 29).
- 14 [MENU]**
 - To initiate or exit programming (page 74).
- 15 [MEMO]**
 - To record a memo message (page 70).
- 16 [GREETING/REC]**
 - To record a greeting message (page 66).
- 17 [VOLUME][NAVIGATOR]**
 - To adjust volume (page 30).
 - To search for a stored item (page 40, page 55).

- To select features or feature settings during programming (page 74).
- To navigate to the next operation.

18 [GREETING/CHECK]

- To check a greeting message (page 66).

19 [SP-PHONE]

- For speakerphone operation (page 36, 37).

20 [MUTE]

- To mute your voice to the other party during a conversation. Press this button again to resume the conversation.

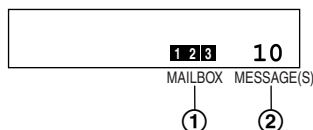
21 [FLASH/CALL WAIT]

- To access special telephone services such as call waiting (page 43) or for transferring extension calls.
- The flash time can be changed (feature #72 on page 79, or page 86).

22 [REDIAL/PAUSE]

- To redial the last number dialed from the base unit (page 36).
- To insert a pause during dialing.

Description of base unit display (Example)



1 MAILBOX icons

- An icon will flash when there is at least one new message in its mailbox (page 67).
- An icon will light when there are only old messages in its mailbox.

2 MESSAGE(S)

- The total number of recorded messages will be displayed (page 67).

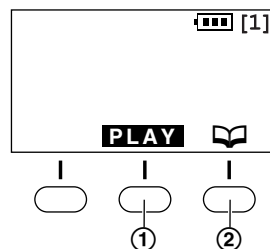
1.4 Description of handset buttons


- Keep the front cover page open for button locations.

1 Soft keys


- These 3 keys are used to select functions displayed directly above each key. Functions displayed above the keys will change depending on the state of usage.

Example:



“PLAY” is displayed above the middle soft key (1) and “” is displayed above the right soft key (2).

To select “PLAY” function, press the middle soft key (1).

To select “” function, press the right soft key (2).

- When a function does not appear above a soft key, the soft key has no function.

2 [TALK]

- To make/answer calls (page 35, 37).

3 [SP-PHONE]

- For speakerphone operation (page 35, 37).

4 [TONE]

- To change from pulse to tone temporarily during dialing when your line has rotary pulse services.

5 [HOLD/INTERCOM]

- To put a call on hold (page 36).
- To page or locate another handset (page 49).
- To transfer a call (page 49).

6 [VOL.], Navigator

- To adjust volume (page 29).
- To search for a stored item (page 39).
- To select features or feature settings during programming (page 83).
- To navigate to the next operation.

7 [OFF]

- To hang up (page 35, 37).

1. Introduction and Installation

- To stop an operation or programming.

8 [MENU]

- To initiate programming (page 82).

9 [FLASH/CALL WAIT]

- To access special telephone services such as call waiting (page 43) or for transferring extension calls.
- The flash time can be changed (feature #72 on page 79, or page 86).

10 [REDIAL]

- To redial one of the last 5 numbers dialed from the handset (page 36).

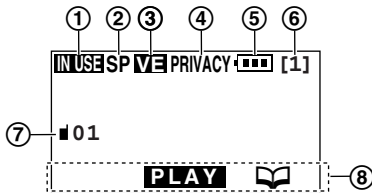
7 Extension icon and number

- This will be displayed during an intercom (page 49), a conference call (page 51), or while room monitoring (page 52).

8 Soft key icons

- Each icon indicates the functions of the corresponding soft keys which are located directly below the display (page 11).

Description of handset display (Example)



1 “IN USE” icon

OFF (invisible)	The line is free.
ON	The line is being used.
Flashing	A call is on hold on the handset or base unit, or the answering machine is answering a call.
Flashing quickly	A call is being received.

2 Speakerphone icon

- This icon will be displayed when you are using the handset speakerphone.

3 Voice enhancer icon

- This icon will be displayed when the voice enhancer feature is ON (page 35).

4 “PRIVACY” icon

- This icon will be displayed when the call privacy feature is ON (page 51). The base unit and other handsets cannot join your conversation.

5 Battery icon

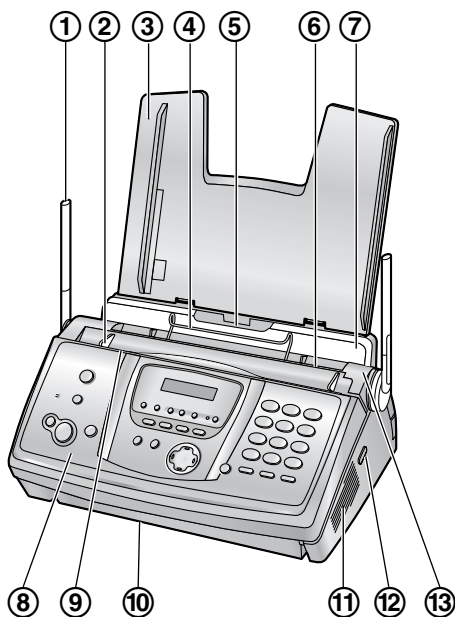
- This icon shows the battery strength (page 22).

6 Extension number

- The extension number of your handset is displayed if it has been registered to the base unit (page 6, 90).

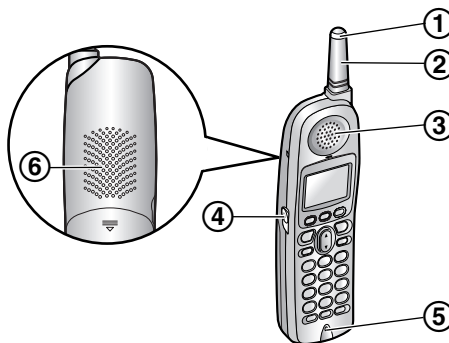
1.5 Overview

1.5.1 Base unit



- ① Antennas
- ② Document guides
- ③ Paper tray
- ④ Metal recording paper guide
- ⑤ Recording paper entrance
- ⑥ Recording paper exit
- ⑦ Tension plate
- ⑧ Front cover
- ⑨ Document entrance
- ⑩ Document exit
- ⑪ Speaker
- ⑫ Green button (Back cover release button)
- ⑬ Back cover

1.5.2 Handset



- ① Ringer/Message alert indicator
- ② Antenna
- ③ Receiver
- ④ Headset socket
- ⑤ Microphone
- ⑥ Speaker

1.6 Ink film

The included film roll is a starter ink film.

1.6.1 Installing the ink film

Important:

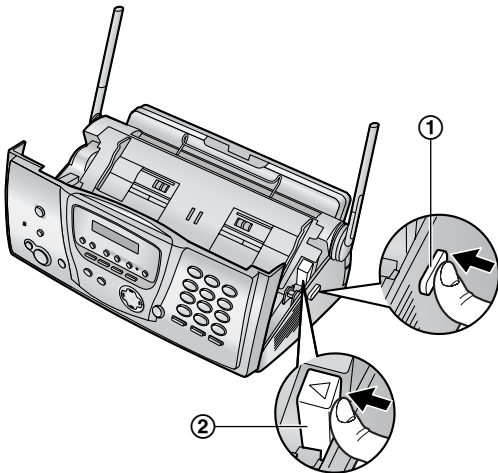
- Remove all the blue shipping tape from the unit before installation.

- 1 Open the front cover by pulling up the center part.

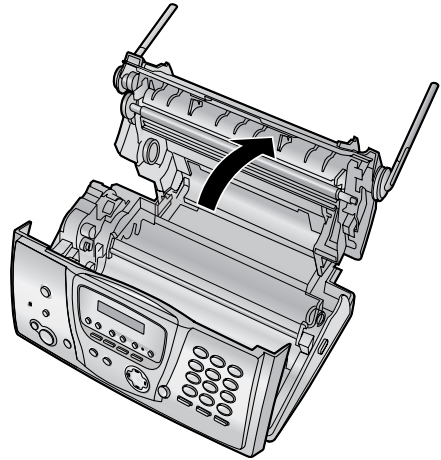


- 2 Release the back cover by pushing the green button (1).

- You can also release the back cover by pushing in the green lever (2).

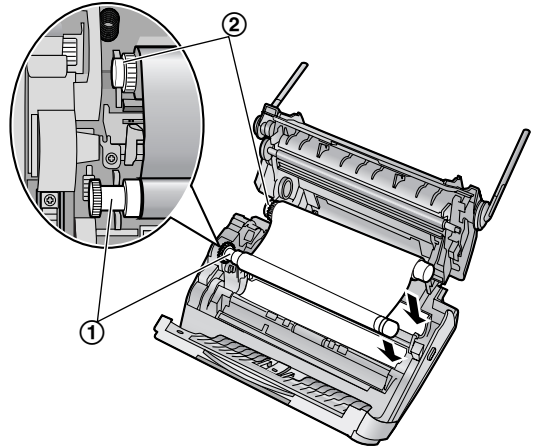


- 3 Open the back cover.

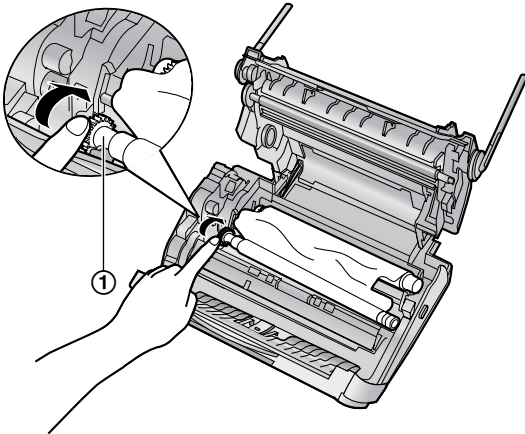


- 4 Insert the front ink film roll by inserting its blue gear into the left slot of the unit (1). Insert the rear ink film roll by inserting its white gear into the left slot of the unit (2).

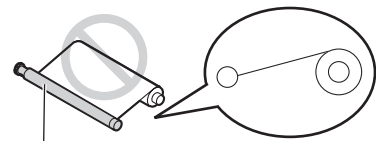
- The ink film is safe to touch and will not rub off on your hands like carbon paper.
- Make sure the blue gear (1) and white gear (2) are installed as shown.



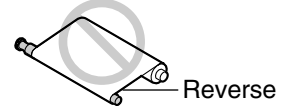
- 5 Turn the gear of the blue core (①) in the direction of the arrow until the ink film is tight (②).



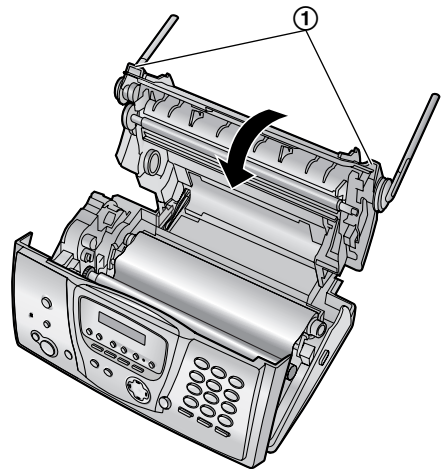
Incorrect



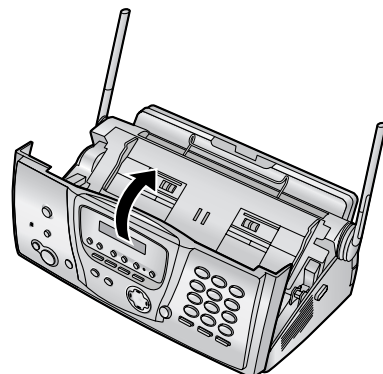
The ink film is not wrapped around the blue core.



- 6 Close the back cover securely by pushing down on the notched area at both ends (①).

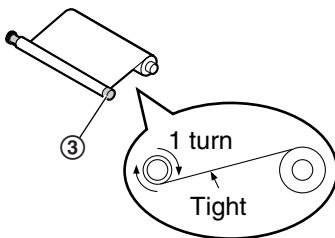


- 7 Close the front cover securely.



- Make sure that the ink film is wrapped around the blue core (③) at least once.

Correct

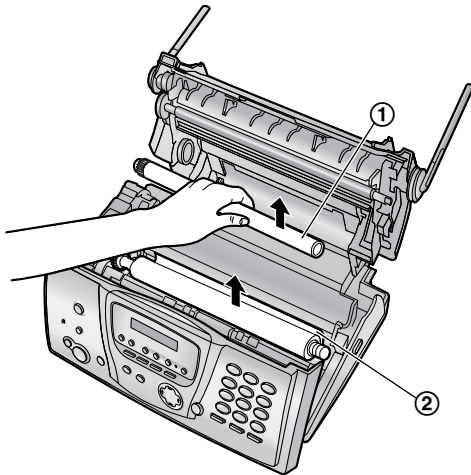


1. Introduction and Installation

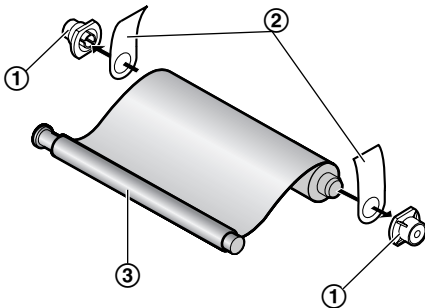
1.6.2 Replacing the ink film

To ensure that the unit operates properly, we recommend the use of Panasonic replacement film. See page 10 for accessory information.

- We cannot be responsible for any damage to the unit or degradation of print quality which may occur from the use of non-Panasonic replacement film.
- 1 Open the covers (see steps 1 to 3 on page 14).
 - 2 Remove the used core (①) and used ink film (②).



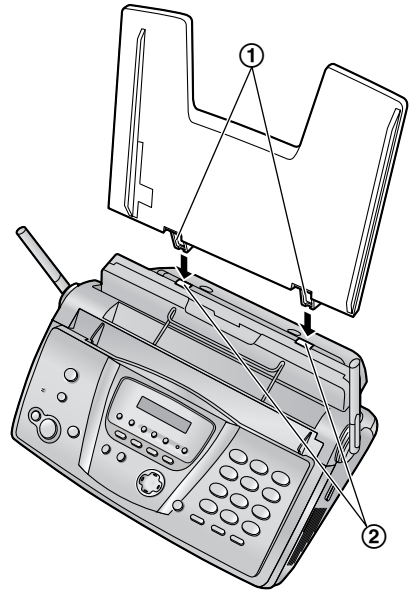
- 3 Remove the stoppers (①) and tags (②) from the new ink film (③).



- 4 Insert the ink film and close the covers (see steps 4 to 7 on page 14).

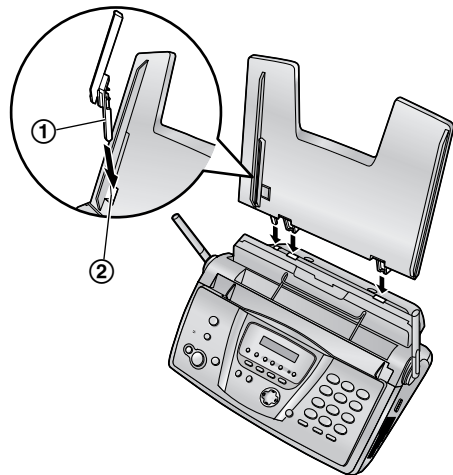
1.7 Paper tray

Insert the tabs on the paper tray (①) into the slots on the back of the unit (②).



To use A4 size paper

Insert the tab on the A4 paper guide (①) into the slot on the paper tray (②) and push the guide until it clicks into place. Attach the paper tray to the back of the unit.



Note:

- When you use letter or legal paper, you do not need to install the A4 paper guides.
- Change the recording paper size to "A4" (feature #16 on page 75).

1.8 Recording paper

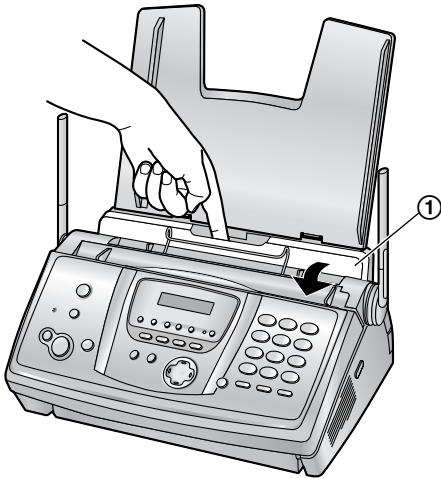
The unit can hold:

- Up to 30 sheets of 60 g/m² to 80 g/m² (16 lb. to 21 lb.) paper.
- Up to 20 sheets of 90 g/m² (24 lb.) paper.
- No more than 20 sheets of legal paper.

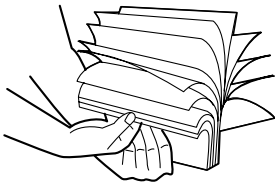
Please refer to page 113 for information on recording paper.

For superior results, we recommend Hammermill® Jet Print paper.

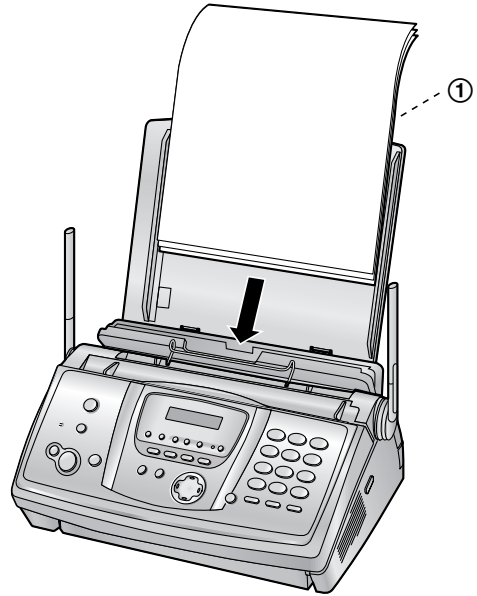
- 1 Pull the tension plate forward (①).



- 2 Fan the paper to prevent paper jams.



- 3 Insert the paper, print-side down (①).



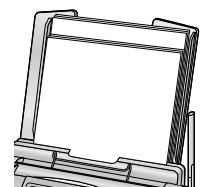
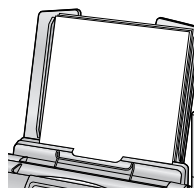
- 4 Push the tension plate back (①).



- If the paper is not inserted correctly, readjust the paper, or the paper may jam.

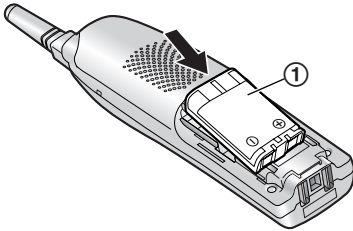
Correct

Incorrect

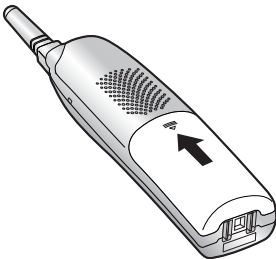
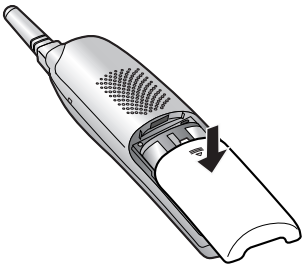


1.9 Battery installation



- 1 Insert the battery (①), and press it down until it snaps into the compartment.



- 2 Close the battery cover.



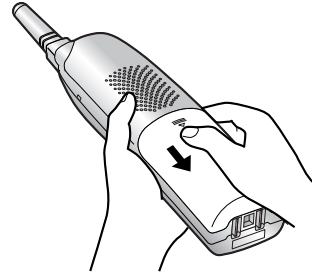
1.10 Battery replacement

If battery performance diminishes, make sure you have cleaned the charge contacts and fully charged the battery. After recharging if “Recharge battery” is displayed and/or  continues to flash, or “Charge for 6 HRS” and  are displayed, the battery needs to be replaced.

Please use only Panasonic batteries. See page 10 for accessory information.

- **Only use rechargeable batteries. If you install non-rechargeable batteries and start charging them, the batteries may leak electrolyte.**

- 1 Press the notch on the battery cover firmly, and slide the cover.



- 2 Replace the old battery with a new one, and close the cover (see the battery installation procedure on page 18).

Attention:

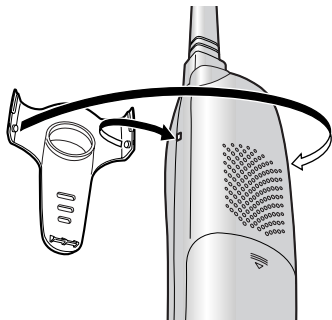


A nickel metal hydride battery that is recyclable powers the product you have purchased. Please call 1-800-8-BATTERY for information on how to recycle this battery.

1.11 Belt clip

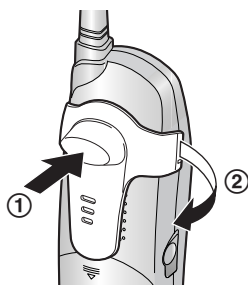
You can hang the handset on your belt or pocket using the included belt clip.

To attach the belt clip



To remove the belt clip

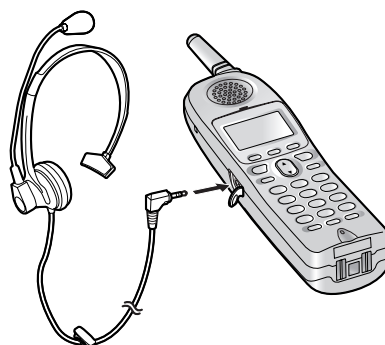
While pressing the top of the clip (①), pull the right edge in the direction of the arrow (②).



1.12 Headset (optional)

Connecting an optional headset to the handset allows hands-free phone conversations. **Please use only a Panasonic headset.** See page 10 for accessory information.

To connect an optional headset to the handset



- Model shown is KX-TCA88.

To switch to the speakerphone while using the headset:

Press **[SP-PHONE]**. To return to the headset, press **[TALK]**.

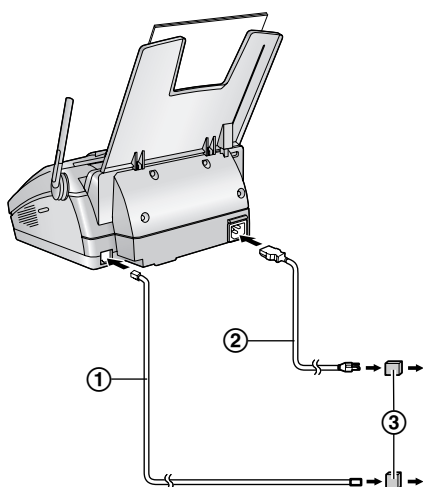
2.1 Connections

Caution:

- When you operate this product, the power outlet should be near the product and easily accessible.

2.1.1 Base unit

- ① Telephone line cord
 - Connect to a single telephone line jack (RJ11).
- ② Power cord
 - Connect to the power outlet (120 V, 60 Hz).



Note:

- To avoid malfunction, do not position the fax machine near appliances such as TVs or speakers which generate an intense magnetic field.
- If any other device is connected to the same telephone line, this unit may disturb the network condition of the device.

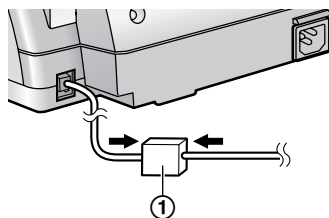
Using surge protectors

- The warranty does not cover damage due to power line surges or lightning. For additional protection, we recommend the use of a surge protector (③).

If you use this unit with a computer or subscribe to an xDSL service

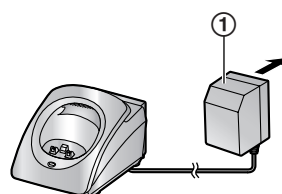
Fax transmission/reception may be disturbed, noise interference may be heard during telephone conversation, or Caller ID (page 43) may not function properly. A filter to prevent this is provided from your service company. Please

attach the filter (①) to the telephone line cord of the fax machine.



2.1.2 Charger unit

- ① AC adaptor
 - Connect to the power outlet (120 V, 60 Hz).

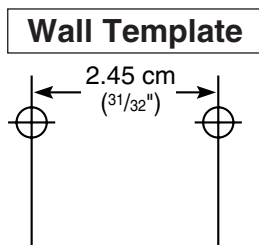
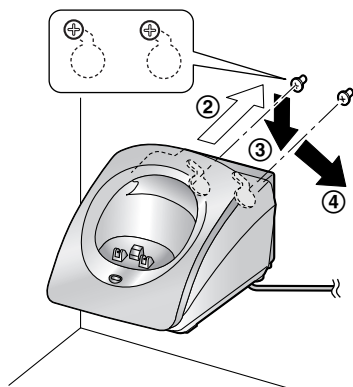
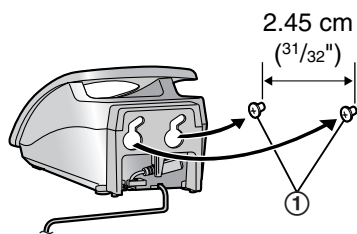


Note:

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

2.2 Wall mounting the charger

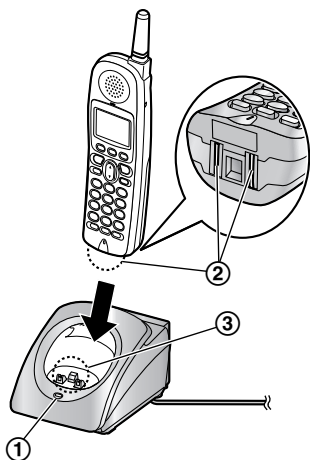
The charger can be wall mounted. Install screws (①) using the wall template below. Mount the charger (②), slide it down (③), then slide down to the right (④) until it is secured.



2.3 Battery charge

Place the handset on the charger for about **6 hours** before initial use.

- The unit beeps once, the **[CHARGE]** indicator (①) will light, and “**Charging**” will be displayed.
- When the battery is fully charged, “**Charge completed**” will be displayed if there is no new caller information received (page 43).



Note:

- To ensure the battery charges properly, clean the handset charge contacts (②) and the charger charge contacts (③) with a soft, dry cloth once a month. Clean more often if the unit is subject to grease, dust or high humidity.
- The battery cannot be overcharged.

Battery strength

You can confirm the battery strength on the handset display.


Battery icons	Battery strength
	Fully charged
	Medium
	Low
 (flashing)	Needs to be recharged.
	Discharged

Battery life

- After your Panasonic battery is fully charged, you can expect the following performance:



- it should last up to 5 hours while in use (in conversation).
- it should last up to about 11 days while not in use (off the charger).
- it should last up to 3 hours while using the clarity booster feature (page 35).

Note:

- Battery power is consumed whenever the handset is off the charger, even when the handset is not in use. The longer you leave the handset off the charger, the time you can actually talk on the handset will be shortened. Actual battery performance depends on a combination of how often the handset is in use (in conversation) and how often it is not in use (off the charger).
- Once the battery is fully charged, you do not have to place the handset on the charger until “**Recharge battery**” is displayed and/or  flashes. This will maximize the battery life.

Recharge

Recharge the battery when:

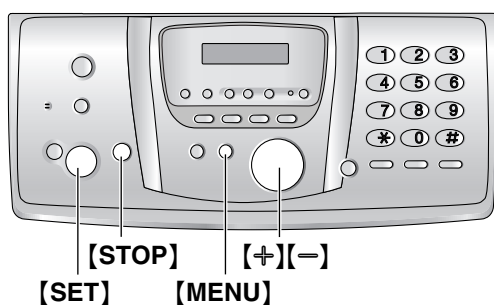
- “**Recharge battery**” is shown and/or  flashes on the handset display.
- the handset beeps intermittently while it is in use.
- Recharge the handset battery for more than 15 minutes, or the display will continue showing the indication.
- If the battery has been discharged, the handset will display “**Charge for 6 HRS**” and  when you place the handset on the charger. The handset will not work unless the battery is charged. Continue charging.

2.4 Selecting the way to use your fax machine

Depending on your situation, you can select the way you prefer to use your fax machine in Quick Setup feature #00.

You can print out the Quick Setup Guide as a reference.

- **Case 1:** TAM/FAX (Telephone Answering Machine/Fax) (page 24)
- **Case 2:** Distinctive Ring (1 phone line with 2 or more phone numbers) (page 25)
- **Case 3:** TEL ONLY (page 26)
- **Case 4:** FAX ONLY (page 28)



- 1 Press **[MENU]**.
- 2 Press **[*][0]** then **[0][0]**.

QUICK SETUP
 PRESS SET

- 3 Press **[SET]**.

PRINT SETUP?
 YES: SET/NO: STOP

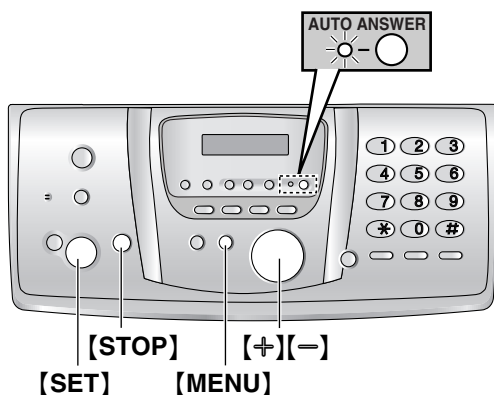
- 4 Press **[SET]** again to print the Quick Setup Guide.
 - If you do not wish to print it, press **[STOP]**.
- 5 Press **[+]** or **[-]** repeatedly to display the desired setting.
- 6 Press **[SET]**.
- 7 Press **[MENU]**.

2.5 Case 1: TAM/FAX (Telephone Answering Machine/Fax)

2.5.1 Your situation

You wish to answer phone calls using the telephone answering machine and receive faxes automatically.

2.5.2 How to setup



- 1 Press **[MENU]**.
- 2 Press **[*][0]** then **[0][0]**.

QUICK SETUP
PRESS SET

- 3 Press **[SET]**.

PRINT SETUP?
YES: SET/NO: STOP

- 4 Press **[SET]** again to print the Quick Setup Guide.
 - If you do not wish to print it, press **[STOP]**.
- 5 Press **[+]** or **[-]** repeatedly to display the following.

SELECT A SETUP
=TAM/FAX [±]

- 6 Press **[SET]**.
 - The **[AUTO ANSWER]** indicator turns ON.
- 7 Press **[MENU]**.

Note:

- You can change the ring setting in TAM/FAX mode (feature #06 on page 75, or page 84).

- Do not connect an answering machine to the same telephone line. If one is connected, set the automatic answer feature on this unit to OFF.
- Do not subscribe to voice mail service as it may disturb fax reception. If you do subscribe to a voice mail service, call Panasonic Fax Advantage assistance at 1-800-435-7329 for more information.

2.5.3 How phone calls and faxes are received

When receiving calls, the unit works as a fax and answering machine.

- If the call is a phone call, the fax machine will record the caller's message automatically. If a fax calling tone is detected, the fax machine will receive the fax automatically.

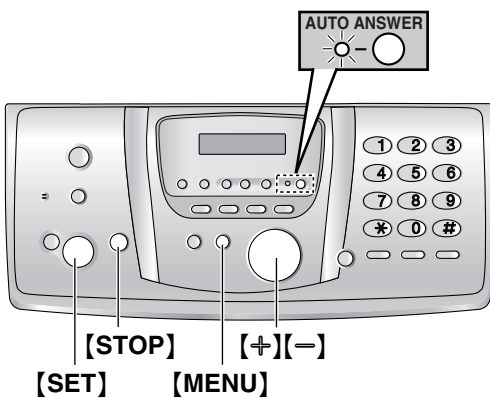
2.6 Case 2: Distinctive Ring (1 phone line with 2 or more phone numbers)

2.6.1 Your situation

You wish to use this unit to receive faxes using one phone number and to handle phone calls using another phone number. You must get an additional phone number by subscribing to your telephone company's Distinctive Ring service.

- Distinctive Ring service may be called Identia Ring service. The name of the service depends on the telephone company.

2.6.2 How to setup



- 1 Subscribe to Distinctive Ring service with your local telephone company to get a new phone number.
- 2 Press **[MENU]**.
- 3 Press **[*][0]** then **[0][0]**.

QUICK SETUP
PRESS SET

- 4 Press **[SET]**.

PRINT SETUP?
YES : SET / NO : STOP

- 5 Press **[SET]** again to print the Quick Setup Guide.
 - If you do not wish to print it, press **[STOP]**.

- 6 Press **[+]** or **[−]** repeatedly to display the following.

SELECT A SETUP
=DIST. RING [±]

- 7 Press **[SET]**.

- The **[AUTO ANSWER]** indicator turns ON.

- 8 Press **[MENU]**.

Note:

- You can change the ring setting in TAM/FAX mode (feature #06 on page 75, or page 84).

2.6.3 How phone calls and faxes are received

If the number assigned for phone calls is called, the fax machine will ring and record a voice message automatically.

If the number assigned for fax is called, the fax machine will ring and start fax reception automatically.

If you subscribe to three or more phone numbers on a single telephone line

Each phone number will be assigned a different ring pattern by the phone company.

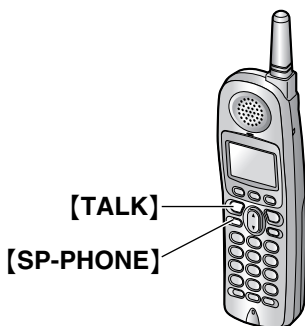
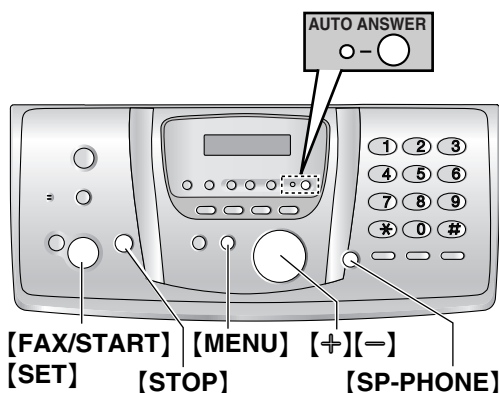
To use one number for fax, program the ring pattern assigned for fax (feature #32 on page 62) by referring to the ring pattern table (page 61).

2.7 Case 3: TEL ONLY

2.7.1 Your situation

You wish to use the fax machine and an extension telephone in a different room. Most incoming calls are phone calls and the fax machine is seldom used for fax reception.

2.7.2 How to setup



- 1 Press **[MENU]**.
- 2 Press **[*]** then **[0][0]**.

QUICK SETUP
PRESS SET

- 3 Press **[SET]**.

PRINT SETUP?
YES : SET/NO : STOP

- 4 Press **[SET]** again to print the Quick Setup Guide.
 - If you do not wish to print it, press **[STOP]**.

- 5 Press **[+]** or **[-]** repeatedly to display the following.

SELECT A SETUP
=TEL ONLY [±]

- 6 Press **[SET]**.
 - The **[AUTO ANSWER]** indicator turns OFF.

- 7 Press **[MENU]**.

2.7.3 How to receive phone calls and faxes

You have to answer all calls manually.

You can receive a fax with the base unit, handset or an extension telephone.

With the base unit

1. Press **[SP-PHONE]** to answer the call.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,press **[FAX/START]**.
 - The fax machine will start fax reception.

With the handset

1. Lift the handset and press **[TALK]** or **[SP-PHONE]** to answer the call.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,press **[*][*][9]** (default fax activation code) **firmly**.
 - The fax machine will start fax reception.
 - You can also press **[FAX/START]** on the base unit.

Note:

- To receive fax documents using the handset, make sure remote fax activation is turned ON (feature #41 on page 77) beforehand. The default setting is ON.

With an extension telephone

If you have another telephone connected to the same line (extension telephone), you can use the extension telephone to receive faxes.

1. When the extension telephone rings, lift the handset of the extension telephone.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,press **[*][*][9]** (default fax activation code) **firmly**.
 - The fax machine will start fax reception.
3. Replace the handset.

Note:

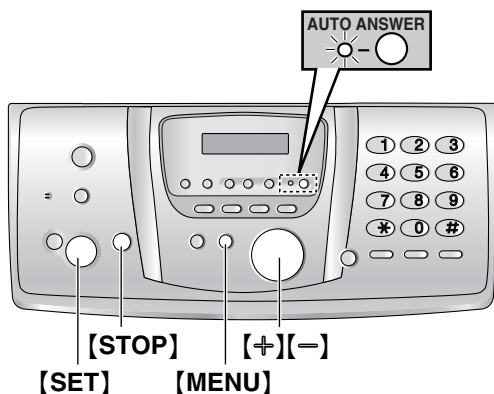
- To receive fax documents using the extension telephone, make sure remote fax activation is turned ON (feature #41 on page 77) beforehand. The default setting is ON.

2.8 Case 4: FAX ONLY

2.8.1 Your situation

You wish to use the fax machine only for fax reception/transmission.

2.8.2 How to setup



- 1 Press **[MENU]**.
- 2 Press **[*][0]** then **[0][0]**.

QUICK SETUP
PRESS SET

- 3 Press **[SET]**

PRINT SETUP?
YES: SET/NO: STOP

- 4 Press **[SET]** again to print the Quick Setup Guide.
 - If you do not wish to print it, press **[STOP]**.

- 5 Press **[+]** or **[-]** repeatedly to display the following.

SELECT A SETUP
=FAX ONLY [±]

- 6 Press **[SET]**.
 - The **[AUTO ANSWER]** indicator turns ON.
- 7 Press **[MENU]**.

Note:

- You can change the ring setting in feature #06 (page 75).

2.8.3 How faxes are received

Leave AUTO ANSWER turned ON. When the other party sends a fax, the fax machine will receive it automatically.

2.9 Base unit help function

The unit contains helpful information which can be printed for quick reference.

Send guide:

How to send faxes. (The information is announced by a voice guide and is not printed out.)

Basic settings:

How to set the date, time, your logo and fax number.

Feature list:

How to program the features.

Telephone answering machine operation:

How to use the telephone answering machine.

Fax sending/receiving:

Help with problems sending/receiving faxes.

Copier:

How to use the copier function.

Q and A:

Frequently asked questions and answers.

Errors:

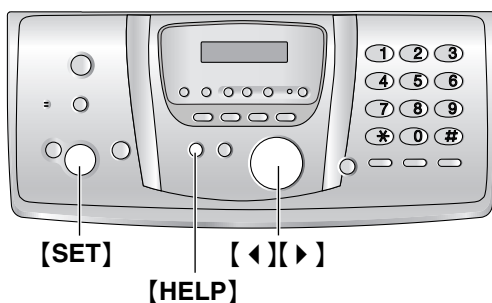
Explanation of error messages shown on the display.

Reports:

List of available reports.

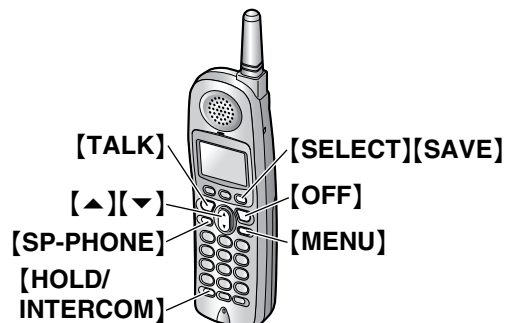
Caller ID:

How to use the Caller ID features.



- 1 Press **[HELP]**.
- 2 Press **[◀]** or **[▶]** repeatedly to display the desired item.
- 3 Press **[SET]**.
 - The selected item will be printed.

2.10 Adjusting handset volume



Ringer volume

4 levels (high/medium/low/off) are available.

Make sure the handset and base unit are not being used. The handset must be operated near the base unit and while OFF the charger.

1. Press **[MENU]**.
2. Press the soft key (**[SELECT]**) at “Ringer setting”.
3. Press the soft key (**[SELECT]**) at “Ringer volume”.
4. Press **[▼]** or **[▲]** to select the desired volume.
5. Press the soft key (**[SAVE]**).

To turn the ringer OFF

Press **[▼]** repeatedly until “off ?” is displayed in step 4.

- The handset will display “Ringer off” while not in use.
- The handset will not ring for outside calls. The handset will ring at the low level for intercom calls.
- To turn the ringer back ON, press **[▲]** in step 4.

To turn the ringer OFF temporary

While the handset is ringing for an outside call, you can turn the ringer OFF temporarily by pressing **[OFF]**. The handset will ring the next time a call is received.

Ringer tone

- You can select the handset ringer tone from one of 7 patterns for outside calls (page 83).

Handset receiver volume

3 levels (high/medium/low) are available.

2. Preparation

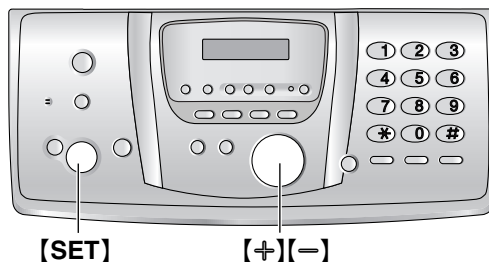
While using **[TALK]** or **[HOLD/INTERCOM]**, press **[▼]** or **[▲]**.

Speaker volume

6 levels (high to low) are available.

While using **[SP-PHONE]**, press **[▼]** or **[▲]**.

2.11 Adjusting base unit volume



Ringer volume

4 levels (high/medium/low/off) are available.

While the unit is idle, press **[+]** or **[-]**.

- If any documents are in the document entrance, you cannot adjust the volume. Confirm that there are no documents in the entrance.
-

To turn the ringer OFF

1. Press **[-]** repeatedly to display “**RINGER OFF= OK?**”.
 2. Press **[SET]**.
 - The base unit will not ring for outside calls. The base unit will ring at the low level for intercom calls.
 - To turn the ringer back ON, press **[+]**.
-

Ringer tone

- You can select the base unit ringer tone from one of 7 patterns for outside calls (feature #17 on page 76, or page 83).
-

Speaker volume

8 levels (high to low) are available.

While using the speakerphone, press **[+]** or **[-]**.

Fax voice guidance volume

9 levels (high to off) are available.

While listening to fax voice guidance, press **[+]** or **[-]**.

Answering machine volume

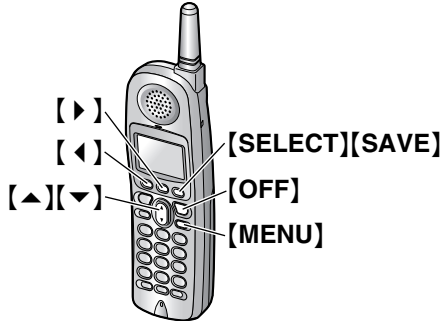
9 levels (high to off) are available.

While listening to recorded messages, press **[+]** or **[-]**.

2.12 Date and time

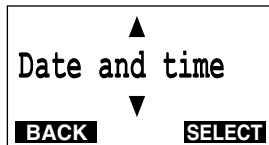
The date and time can be set using either the handset or the base unit.

2.12.1 With the handset

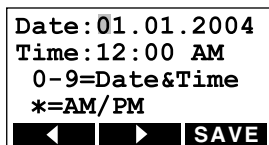


Make sure the base unit and the handset are not being used.

- 1 Press **[MENU]**.
- 2 Scroll to "Date and time" by pressing **[▼]** or **[▲]**.

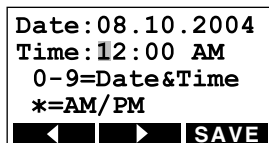


- 3 Press the soft key (**[SELECT]**).
 - The cursor (■) will appear on the display.



- 4 Enter the current month/date/year by selecting 2 digits for each.

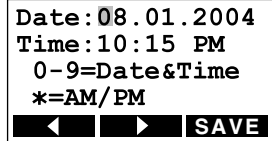
Example: August 10, 2004
Press **[0][8][1][0][0][4]**.



- 5 Enter the current hour/minute by selecting 2 digits for each. Press **[*]** to select "AM" or "PM".

Example: 10:15 PM (12 hour clock entry)

1. Press **[1][0][1][5]**.
2. Press **[*]** repeatedly to display "PM".



- 6 Press the soft key (**[SAVE]**).
 - If the handset beeps 3 times, the setting is not correct. Start again from step 4.
- 7 Press **[OFF]**.

To check the date and time

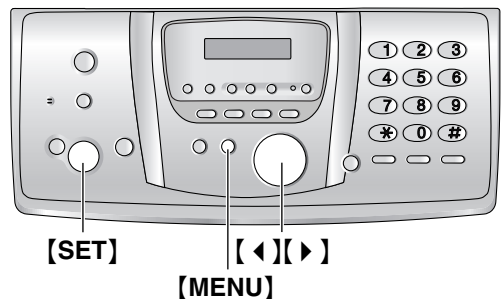
Repeat steps 1 to 3.

- The date and time will be displayed. When finished, press **[OFF]**.

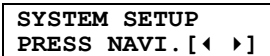
To correct a mistake

Press the soft key (**[◀]**) or (**[▶]**), **[▼]** or **[▲]** to move the cursor to the incorrect number, and make the correction.

2.12.2 With the base unit



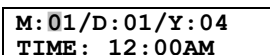
- 1 Press **[MENU]**.



- 2 Press **[◀]** or **[▶]** repeatedly to display the following.



- 3 Press **[SET]**.
 - The cursor (■) will appear on the display.



- 4 Enter the current month/date/year by selecting 2 digits for each.

2. Preparation

Example: August 10, 2004

Press [0][8] [1][0] [0][4].

M: 08/D: 10/Y: 04
TIME: 12:00AM

- 5 Enter the current hour/minute by selecting 2 digits for each. Press [*] to select “AM” or “PM”.

Example: 10:15 PM (12 hour clock entry)

1. Press [1][0] [1][5].

M: 08/D: 10/Y: 04
TIME: 10:15AM

2. Press [*] repeatedly to display “PM”.

M: 08/D: 10/Y: 04
TIME: 10:15PM

- 6 Press [SET].
- The next feature will be displayed.
 - If 3 beeps sound, the setting is not correct. Start again from step 4.

- 7 Press [MENU] to exit.

Note:

- The other party’s fax machine will print the date and time on the top of each page you send according to your unit’s date and time setting.
- The accuracy of the clock is approximately ±60 seconds a month.

To correct a mistake

Press [◀] or [▶] to move the cursor to the incorrect number, and make the correction.

If you have subscribed to a Caller ID service

The date and time will be automatically set according to the received caller information.

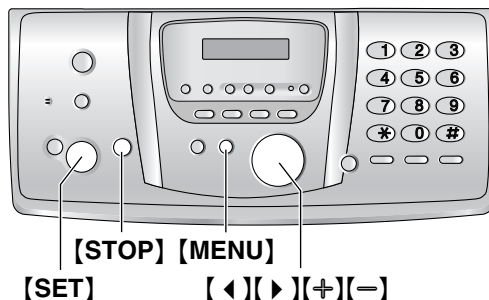
- If the time has not previously been set, Caller ID will not adjust the clock.

If you have registered with openLCR service

The date and time will be automatically set.

2.13 Your logo

The logo can be your name or the name of your company.



- 1 Press [MENU].

SYSTEM SETUP
PRESS NAVI. [◀ ▶]

- 2 Press [◀] or [▶] repeatedly to display the following.

YOUR LOGO
PRESS SET

- 3 Press [SET].
- The cursor (■) will appear on the display.

LOGO=■

- 4 Enter your logo, up to 30 characters. See the following character table for details.

- 5 Press [SET].
- The next feature will be displayed.

- 6 Press [MENU] to exit.

Note:

- Your logo will be printed on the top of each page sent from your unit.

To select characters with the dial keypad

Keypad	Characters
[1]	# & ' () * , - . / 1
[2]	a b c A B C 2
[3]	d e f D E F 3
[4]	g h i G H I 4
[5]	j k l J K L 5

Keypad	Characters
[6]	m n o M N O 6
[7]	p q r s P Q R S 7
[8]	t u v T U V 8
[9]	w x y z W X Y Z 9
[0]	0 (Space)
[STOP]	To delete a digit

Note:

- To enter another character that is located on the same dial key, press [▶] to move the cursor to the next space.

To enter your logo

Example: "BILL"

1. Press [2] 5 times.

LOGO=B

2. Press [4] 6 times.

LOGO=BI

3. Press [5] 6 times.

LOGO=BIL

4. Press [▶] to move the cursor to the next space and press [5] 6 times.

LOGO=BILL

To correct a mistake

Press [◀] or [▶] to move the cursor to the incorrect character, and make the correction.

To delete a character

Press [◀] or [▶] to move the cursor to the character you want to delete and press [STOP].

- To erase all of the characters, press and hold [STOP].

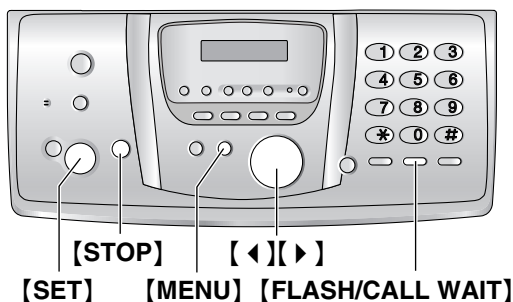
To select characters using [+] or [-]

Instead of pressing the dial keys, you can select characters using [+] or [-].

1. Press [-] repeatedly to display the desired character. Characters will be displayed in the following order:
 - ① Lowercase letters
 - ② Number
 - ③ Symbol
 - ④ Uppercase letters

- If you press [+], the order will be reversed.
2. Press [▶] to insert the character.
 3. Return to step 1 to enter the next character.

2.14 Your fax number



- To erase all of the numbers, press and hold **[STOP]**.

1 Press **[MENU]**.

SYSTEM SETUP
PRESS NAVI. [◀ ▶]

2 Press **[◀]** or **[▶]** repeatedly to display the following.

YOUR FAX NO.
PRESS SET

3 Press **[SET]**.

- The cursor (■) will appear on the display.

NO. = ■

4 Enter your fax number, up to 20 digits.

Example: NO. =1234567■

5 Press **[SET]**.

- The next feature will be displayed.

6 Press **[MENU]** to exit.

Note:

- Your fax number will be printed on the top of each page sent from your unit.
- The **[*]** button enters a “+” and the **[#]** button enters a space.

Example: +234 5678

Press **[*][2][3][4][#][5][6][7][8]**.

- To enter a hyphen in a telephone number, press **[FLASH/CALL WAIT]**.

To correct a mistake

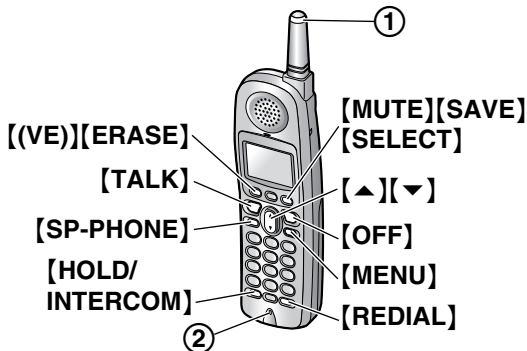
Press **[◀]** or **[▶]** to move the cursor to the incorrect number, and make the correction.

To delete a number

Press **[◀]** or **[▶]** to move the cursor to the number you want to delete and press **[STOP]**.

3.1 Making phone calls

3.1.1 With the handset



- 1 Lift the handset and press **[TALK]**.
- 2 Dial the telephone number.
- 3 When finished talking, press **[OFF]** or place the handset on the charger.

Note:

- To use the “**PRIVACY**” (call privacy) feature, see page 51.

To mute your conversation

During a call, you can mute your unit so the other party cannot listen to you. When the call is muted, you will be able to hear the other party. Press the soft key (**[MUTE]**).

- “**Mute**” will be displayed for a few seconds and “**[MUTE]**” will flash.
- To release the mute, press the soft key (**[MUTE]**).
- When you switch between the receiver and speaker, the mute will be released.

Voice enhancer feature

This feature clarifies the voice of the person you are talking to, reproducing a more natural-sounding voice that is easier to hear and understand.

Press the soft key (**[(VE)]**) during a conversation to turn this feature ON.

- “**[VE]**” will be displayed.
- To turn this feature OFF, press the soft key (**[(VE)]**).
- The selected setting will be valid for the next call.

You can also turn this feature ON when the handset is not in use.

1. Press **[MENU]**.

2. Scroll to “**Voice enhancer**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Press **[▼]** or **[▲]** to select “**On**”.
4. Press the soft key (**[SAVE]**).
5. Press **[OFF]**.

Clarity booster feature

This feature can improve sound clarity when the handset is used in an area where there may be interference. During an outside call, this feature will be turned ON automatically when necessary. This feature will turn OFF when you hang up, put a call on hold, or make a conference call. It will not turn OFF automatically during a call. You can also turn this feature ON or OFF manually.

1. Press **[MENU]** during an outside call.
2. Press **[2]** to select “**2=Booster on**” or “**2=Booster off**”.
 - You can also select the desired setting by pressing **[▼]** then pressing the soft key (**[SELECT]**).
 - “**Booster on**” will flash on the display.
 - If this feature is turned OFF manually during a call, it will not be turned ON automatically during the same call.
 - When this feature is turned ON automatically or manually, battery life will be shortened (page 22).
 - The maximum number of extensions which can be used at a time may be decreased.

Making hands-free phone calls

1. Lift the handset and press **[SP-PHONE]**.
2. Dial the telephone number.
3. When the other party answers, talk into the microphone (②).
4. When finished talking, press **[OFF]** or place the handset on the charger.

Speakerphone operation

- Adjust the handset speakerphone volume using **[▼]** or **[▲]**.
- Talk alternately with the caller in a quiet room.
- If the other party has difficulty hearing you, press **[▼]** to decrease the speaker volume.
- While talking using **[TALK]**, you can switch to a hands-free phone conversation by pressing **[SP-PHONE]**. To switch back, press **[TALK]**.

3. Telephone

To put a call on hold

Press **[HOLD/INTERCOM]** 2 times.

- “Hold” will be displayed.
- To release the hold, press **[TALK]** or **[SP-PHONE]** on the handset or **[SP-PHONE]** on the base unit.
- If you do not press a button for more than 6 minutes, beeps will start to sound and the Ringer/Message alert indicator (①) will flash rapidly. After 4 additional minutes on hold, the call will be disconnected.

To redial the last number dialed from the handset

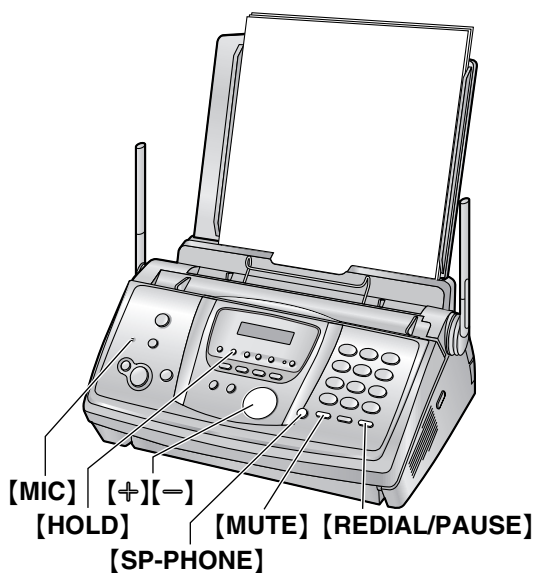
Press **[TALK]** or **[SP-PHONE]**, then press **[REDIAL]**.

To redial using the redial list (Memory redial)

The last 5 phone numbers dialed from the handset are stored in the redial list.

1. Press **[REDIAL]**.
 - The last number dialed will be displayed.
2. Press **[▼]** or **[▲]** repeatedly to select the desired number.
 - You can also scroll through the list by pressing **[REDIAL]** repeatedly.
 - To delete the displayed number, press the soft key (**[ERASE]**).
 - To exit the list, press **[OFF]**.
3. Press **[TALK]** or **[SP-PHONE]**.

3.1.2 With the base unit



- 1 Press **[SP-PHONE]**.

- 2 Dial the telephone number.
 - When the other party answers, talk into **[MIC]**.
- 3 When finished talking, press **[SP-PHONE]**.

Speakerphone operation

- Adjust the base unit speaker volume using **[+]** or **[-]**.
- Talk alternately with the caller in a quiet room.
- If the other party has difficulty hearing you, press **[-]** to decrease the speaker volume.
- If the other party's voice from the speaker cuts in/out during a conversation, press **[-]** to decrease the speaker volume.

To mute your conversation

During a call, you can mute your unit so the other party cannot listen to you. When the call is muted, you will be able to hear the other party. Press **[MUTE]**.

- “SP-PHONE MUTE” will be displayed.
- To release the mute, press **[MUTE]**.

To put a call on hold

Press **[HOLD]**.

- “Hold” will be displayed.
- To release the hold, press **[SP-PHONE]** on the base unit or press **[TALK]** or **[SP-PHONE]** on the handset.
- If you do not press a button for more than 6 minutes, beeps will start to sound. After 4 additional minutes on hold, the line will be disconnected.

To redial the last number dialed from the base unit

Press **[SP-PHONE]**, then press **[REDIAL/PAUSE]**.

3.2 Answering phone calls

3.2.1 With the handset



- 1 Lift the handset and press **[TALK]**.
 - You can also answer a call by pressing any button except **[▼]**, **[▲]** or **[OFF]** (**Any key talk feature**).
- 2 When finished talking, press **[OFF]** or place the handset on the charger.

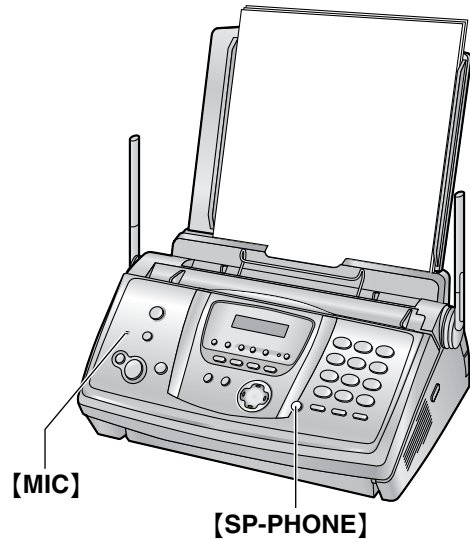
Answering phone calls hands-free

1. Lift the handset and press **[SP-PHONE]**, and talk into the microphone (①).
2. When finished talking, press **[OFF]** or place the handset on the charger.

Auto talk feature (Handset)

This feature allows you to answer a call by simply lifting the handset off the charger, without pressing **[TALK]** or **[SP-PHONE]**. The default setting is OFF. To activate this feature, see page 86.

3.2.2 With the base unit



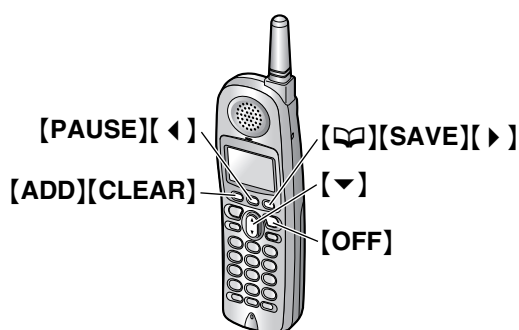
- 1 Press **[SP-PHONE]** and talk into **[MIC]**.
- 2 When finished talking, press **[SP-PHONE]**.

3.3 Storing names and telephone numbers into the phone book

For rapid access to frequently dialed numbers, the base unit and handset provide the phone book (50 items each).

- Items stored in the phone book can be copied between a handset and a base unit, or between 2 handsets (page 41).
- If you register additional handsets (page 6), each handset has its own phone book.

3.3.1 With the handset



Make sure the handset and base unit are not being used. The handset must be operated near the base unit and while OFF the charger.

- 1 Press the soft key ([☰]).
 - The display shows the number of items in the phone book.
- 2 Press the soft key ([ADD]).
- 3 Enter the name, up to 16 characters. See the following character table for details.
- 4 Press [▼].
- 5 Enter the telephone number, up to 32 digits.
 - To enter a pause, press the soft key ([PAUSE]).
- 6 Press [▼].
- 7 Press the soft key ([SAVE]).
 - To program other items, repeat steps 2 to 7.
- 8 Press [OFF].

To select characters with the dial keypad

Keypad	Characters
[1]	# & ' () * , - . / 1
[2]	a b c A B C 2
[3]	d e f D E F 3
[4]	g h i G H I 4
[5]	j k l J K L 5
[6]	m n o M N O 6
[7]	p q r s P Q R S 7
[8]	t u v T U V 8
[9]	w x y z W X Y Z 9
[0]	0 (Space)
[(CLEAR)] (soft key)	To delete a digit.

Note:

- To enter another character that is located on the same dial key, press the soft key ([▶]) to move the cursor to the next space.

To correct a name

Press the soft key ([◀]) or ([▶]) to move the cursor to the incorrect character/number, and then make the correction.

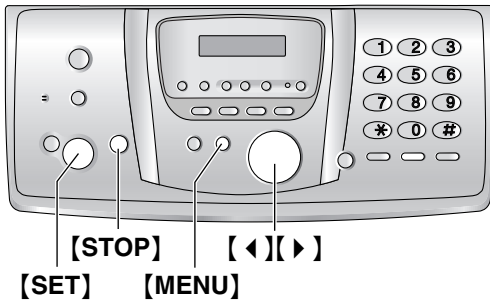
To delete a character/number

Press the soft key ([CLEAR]).

- To erase all of the characters/numbers, press and hold the soft key ([CLEAR]).
- You can move the cursor to the character/number you want to delete by pressing the soft key ([◀]) or ([▶]) in step 3.

3.3.2 With the base unit

- You can also send faxes using the phone book (page 55).



- Press **[MENU]** repeatedly to display “PHONE BOOK SET”.
- Press **[*]**.
 - The display shows the number of items in the phone book for a few seconds.
- Enter the name, up to 16 characters. (see page 32 for instructions).
- Press **[SET]**.
- Enter the telephone number, up to 32 digits.
- Press **[SET]**.
 - To program other items, repeat steps 3 to 6.
- Press **[MENU]**.

Helpful hints:

- For your convenience, HELP-FAX (1-800-435-7329) has been stored in the base unit phone book. If you cannot solve a problem, call this number from the base unit (page 40). If not needed, you can erase it (page 41).
- You can confirm the stored items by printing the telephone number list (page 111).

To correct a mistake

Press **[◀]** or **[▶]** to move the cursor to the incorrect character/number, and then make the correction.

To delete a character/number

Press **[◀]** or **[▶]** to move the cursor to the character/number you want to delete, and press **[STOP]**.

- To erase all of the characters/numbers, press and hold **[STOP]**.

3.4 Making a phone call using the phone book

Before using this feature, store the desired names and telephone numbers in the phone book (page 38, 39).

- Keep the front cover page open for button locations.

3.4.1 With the handset

Make sure the handset is not being used.

- Press the soft key (**[☎]**).
 - You can press the soft key (**[SEARCH]**) to display the first item.
- Press **[▼]** or **[▲]** repeatedly to display the desired item.
- Press **[TALK]**, **[SP-PHONE]** or the soft key (**[CALL]**).
 - The unit will start dialing automatically.

To search for a name by initial

Example: “LISA”

- Press the soft key (**[☎]**).
- Press **[5]** repeatedly to display any name with the initial “L” (see the character table, page 38).
 - To search for symbols (not letters or numbers), press **[1]**.
- Press **[▼]** repeatedly to display “LISA”.
 - To stop the search, press **[OFF]**.
 - To dial the displayed number, press **[TALK]**, **[SP-PHONE]** or the soft key (**[CALL]**).

Chain dial feature

You can dial a combination of phone book items during the same call. This feature is useful if for example, you want to dial a number, then enter a PIN. All items must be stored in the phone book beforehand (page 38).

- During a phone call, press **[MENU]**.
- Press the soft key (**[SELECT]**) at “1=Phone book”, or press **[1]**.
- Press **[▼]** or **[▲]** repeatedly to display the desired item.
- Press the soft key (**[CALL]**).
 - The unit will start dialing automatically.
 - If required, repeat steps 1 to 4 for any remaining numbers.

3. Telephone

Note:

- If you have rotary or pulse service, you need to press **[*]** before pressing **[MENU]** in step 1 to change the dialing mode temporarily to tone.
- To prevent misdialing, we recommend you add pauses where needed when storing numbers. For example, add pauses after a telephone number when storing in the phone book (page 38) if a PIN number is to be dialed after it.

3.4.2 With the base unit

- 1 Press **[▶]**.
- 2 Press **[+]** or **[-]** repeatedly to display the desired item.
- 3 Press **[SP-PHONE]**.
 - The unit will start dialing automatically.

To search for a name by initial

Example: "LISA"

1. Press **[▶]**.
2. Press **[+]** or **[-]** to initiate the phone book.
3. Press **[5]** repeatedly to display any name with the initial "L" (see the character table, page 38).
 - To search for symbols (not letters or numbers), press **[1]**.
4. Press **[-]** repeatedly to display "LISA".
 - To stop the search, press **[STOP]**.
 - To dial the displayed number, press **[SP-PHONE]**.

3.5 Editing a stored item

- Keep the front cover page open for button locations.

3.5.1 With the handset

Make sure the handset is not being used.

- 1 Press the soft key (**[☰]**).
- 2 Press **[▼]** or **[▲]** repeatedly to display the desired item.
- 3 Press the soft key (**[EDIT]**).
 - If you do not need to edit the name, skip to step 5.
- 4 Edit the name. For further details, see the storing procedure on page 38.
- 5 Press **[▼]**.
 - If you do not need to edit the telephone number, skip to step 7.
- 6 Edit the telephone number. For further details, see the storing procedure on page 38.
- 7 Press **[▼]**.
- 8 Press the soft key (**[SAVE]**).
- 9 Press **[OFF]**.

3.5.2 With the base unit


- 1 Press **[▶]**.
- 2 Press **[+]** or **[-]** repeatedly to display the desired item.
- 3 Press **[MENU]**.
- 4 Press **[*]**.
 - If you do not need to edit the name, skip to step 6.
- 5 Edit the name. For further details, see the storing procedure on page 39.
- 6 Press **[SET]**.
 - If you do not need to edit the telephone number, skip to step 8.
- 7 Edit the telephone number. For further details, see the storing procedure on page 39.
- 8 Press **[SET]**.

3.6 Erasing a stored item

- Keep the front cover page open for button locations.

3.6.1 With the handset

Make sure the handset is not being used.

- 1 Press the soft key ([]).
- 2 Press [**▼**] or [**▲**] repeatedly to display the desired item.
- 3 Press the soft key ([**ERASE**]).
- 4 Press the soft key ([**YES**]).
 - To cancel erasing, press the soft key ([**NO**]).
 - To erase other items, repeat steps 2 to 4.
- 5 Press [**OFF**].

3.6.2 With the base unit

- 1 Press [**▶**].
- 2 Press [**+**] or [**-**] repeatedly to display the desired item.
- 3 Press [**MENU**].
- 4 Press [**⌘**].
 - To cancel erasing, press [**STOP**].
- 5 Press [**SET**].

Another method to erase a stored item

1. Press [**▶**].
2. Press [**+**] or [**-**] repeatedly to display the desired item.
3. Press [**ERASE**].
4. Press [**SET**].

3.7 Copying phone book items

You can copy one or all of the phone book items between a handset and the base unit or between two handsets. The destination unit will save the items in its phone book.

- Keep the front cover page open for button locations.

Important:

- **Make sure the base unit, your handset and the destination unit are not being used when copying directory items. Handsets must be operated near the base unit and while OFF the charger.**
- **Once copying has started, do not place your handset on the charger until it is complete, otherwise, copying will be stopped.**
- **If an outside call is received during the phone book copy, copying will be stopped. You will need to copy the item(s) later.**

3.7.1 From a handset to the base unit or another handset

Copying one phone book item

- 1 Press [**MENU**].
- 2 Scroll to “Copy phone book” by pressing [**▼**] or [**▲**], then press the soft key ([**SELECT**]).
- 3 Press the soft key ([**SELECT**]) at “Copy 1 item”.
- 4 **To copy to the base unit, press [0]. To copy to another handset, enter its extension number ([1] to [4]).**
 - You can also select the extension number by pressing [**▼**] or [**▲**] (“0” for the base unit, “1” to “4” for another handset).
- 5 Press the soft key ([**NEXT**]).
- 6 Press [**▼**] or [**▲**] repeatedly to display the desired item.
 - To search for the item by initial, see page 39.
- 7 Press the soft key ([**SEND**]).
 - When the item has been copied, “Complete” will be displayed and a beep will sound.

3. Telephone

- The destination unit display will show “PHONE BOOK RECEIVING”, then “PHONE BOOK RECEIVED”.
- To copy another item, repeat steps 6 and 7.

8 Press [OFF].

Copying all the phone book items

1 Press [MENU].

2 Scroll to “Copy phone book” by pressing [▼] or [▲], then press the soft key ([SELECT]).

3 Scroll to “Copy all items” by pressing [▼] or [▲], then press the soft key ([SELECT]).

4 To copy to the base unit, press [0].

To copy to another handset, enter its extension number ([1] to [4]).

- You can also select the extension number by pressing [▼] or [▲] (“0” for the base unit, “1” to “4” for another handset).

5 Press the soft key ([SEND]).

- When all items have been copied, “Complete” will be displayed and a beep will sound.
- The destination unit display will show “PHONE BOOK RECEIVING”, then “PHONE BOOK RECEIVED”.
- To copy items to another extension, repeat steps 3 to 5.

6 Press [OFF].

3.7.2 From the base unit to a handset

Copying one phone book item

1 Press [MENU].

2 Press [⌘], then [5][9].

3 Press [+] or [-] repeatedly to display “1 ITEM”.

4 Press [SET].

5 Enter the extension number ([1] to [4]).

- You can also select the extension number by pressing [+] or [-] (“1” to “4”).

6 Press [SET].

7 Press [+] or [-] repeatedly to display the desired item.

- To search for the item by initial, see page 40.

8 Press [SET].

- When the item has been copied, “COMPLETE” will be displayed and a beep will sound.

The destination handset display will show “Phone book Receiving”, then “Phone book Received”.

- To copy another item, repeat steps 7 and 8.

9 Press [MENU].

Copying all the phone book items

1 Press [MENU].

2 Press [⌘], then [5][9].

3 Press [+] or [-] repeatedly to display “ALL ITEMS”.

4 Press [SET].

5 Enter the extension number ([1] to [4]).

- You can also select the extension number by pressing [+] or [-] (“1” to “4”).

6 Press [SET].

- When all items have been copied, “COMPLETE” will be displayed and a beep will sound.
- The destination handset display will show “Phone book Receiving”, then “Phone book Received”.

3.8 Caller ID service

This unit is compatible with the Caller ID service offered by your local telephone company. To use this unit's Caller ID features, you must subscribe to a Caller ID service.

Make sure the following ring settings are set to 2 or more rings beforehand.

- TAM ring setting (feature #06 on page 75) and FAX ring setting (feature #06 on page 75)
- Keep the front cover page open for button locations.

3.8.1 How Caller ID is displayed and announced

The calling party's name or telephone number will be displayed after the 1st ring, then the handset and base unit will announce the displayed name (example: "Call from SAM LEE") after the 2nd ring (**Talking Caller ID feature, page 43**). You then have the option of whether or not to answer the call.

The unit will automatically store caller information (name, telephone number, date and time of the call, the number of times called) from the 30 most recent callers. Caller information is stored by the most recent to the oldest call.

When the 31st call is received, the oldest call is deleted.

Caller information can be viewed on the display one item at a time (page 44) or confirmed by printing the Caller ID list (page 111).

- If the unit is connected to a PBX (Private Branch Exchange) system, caller information may not be received properly. Consult your PBX supplier.
- If the unit cannot receive caller information, the following will be displayed:
 - "**OUT OF AREA**": The caller dialed from an area which does not provide Caller ID service.
 - "**PRIVATE CALLER**": The caller requested not to send caller information.
 - "**LONG DISTANCE**": The caller made a long distance call.
- The name display service may not be available in some areas. For further information, please contact your telephone company.
- If the handset has lost communication with the base unit when a call is received, caller information will not be recorded in the handset.

To confirm caller information using the Caller ID list (Base unit only)

- To print manually, see page 111.
- To print automatically after every 30 new calls, activate feature #26 (page 77).

Call Waiting Caller ID feature

If you subscribe to both Caller ID and Call Waiting services, when a second call is received during a conversation, you will hear a call-waiting tone and the display will show the second caller's information.

Press [**FLASH/CALL WAIT**] to answer the second call.

- The first call is put on hold and you can answer the second call.
- To return to the first caller, press [**FLASH/CALL WAIT**] again.

Note:

- The second caller's information will not be displayed when:
 - the first call is placed on hold.
 - the answering machine is recording an incoming message,
 - an extension telephone on the same line is in use, or
 - you are sending or receiving a fax document.
- Please contact your telephone company for details and availability of this service in your area.

Talking Caller ID feature

You can set the Talking Caller ID feature ON/OFF for the handset and base unit separately. The default setting is ON.

- To set the Talking Caller ID feature for the handset, see page 84.
- To set the Talking Caller ID feature for the base unit, see feature #21 on page 76. You can also set the Talking Caller ID feature for the base unit using the handset (page 84).
- If the unit does not receive Caller ID information, the unit will announce "Call from out of area", "Call from private caller", or "Call from long distance". If a call is received from an area where name display service is not available, "Number available" will be announced and the caller's number will be displayed.
- If the ringer volume of the handset and the base unit is OFF, caller names will not be announced. The announcement is heard at the handset ringer volume (page 29) or base unit ringer volume (page 30).

3. Telephone

- If an outside call is received during on an intercom call between the handset and base unit, other handsets will ring, but the caller's name will not be announced.
If you have Call Waiting service, the second caller's information will be displayed but not announced (For Call Waiting Service users, see page 43).
- Names may not always be pronounced as expected.
- The unit will announce each letter of abbreviations, such as "Co." and "Inc."
- Caller ID supports names of up to 15 characters. If the caller's name has more than 15 characters, the name will not be displayed or announced correctly.
- If you subscribe to a Distinctive Ring Service from your telephone company with 2 or 3 consecutive rings, your unit may mute one or more of the rings in order to announce the name of the caller.
- The unit will announce the caller's name after the 2nd ring. If you set the TAM/FAX ring setting to "2", the unit will not announce the caller's name. If "To11 saver" is selected, and there is a new message, the unit will not announce the caller's name. The TAM/FAX ring setting can be changed by feature #06 on page 75, or page 84.

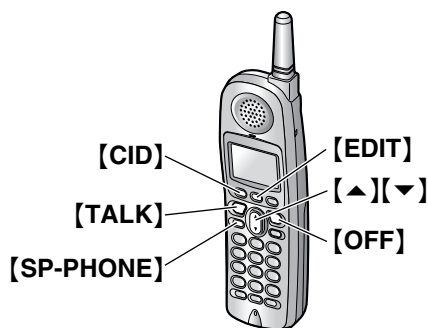
3.9 Viewing and calling back using caller information

Using caller information, you can easily see who has called you and return their calls.

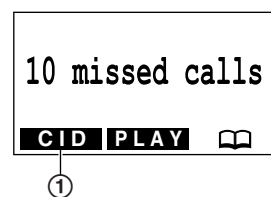
Important:

- **Calling back will not be possible if the caller information does not include a telephone number.**

3.9.1 With the handset



The unit will tell you how many calls you missed while you were out or unavailable to answer the phone.



Note:

- **[CID]** (①) will also appear when the unit has received new calls.

Make sure the handset is not being used.

- 1 Press the soft key (**[CID]**), **[▼]** or **[▲]** to display "Caller list".
- 2 Press **[▼]** to search from the most recently received caller information.
 - If you press **[▲]**, the display order will be reversed.
- 3 Press **[TALK]** or **[SP-PHONE]** to return the call.
 - The unit will start dialing automatically.

Note:

- The same caller information which has been answered or viewed on one handset will be

displayed as “missed” on the other handsets.

What “√” means

“√” on the display means the call has already been viewed or answered.

Example:

SMITH, JACK
1-555-333-4444
3:10P JUN.10 √

- If the same caller calls again, the call entry with “√” will be replaced with the new call entry.

If the same caller calls more than once

The number of times the same caller called (“x2” to “x9”) will be displayed. Only the date and time of the most recent call will be stored.

Example: The same person called 3 times.

SMITH, JACK
1-555-333-4444
3:10P JUN.10 x3

- After checking “x2” to “x9” will be replaced with a “√”.

To stop viewing

Press **[OFF]** after step 2.

To edit a telephone number before calling back/storing

Press the soft key (**[EDIT]**) repeatedly after step 2. Each time you press the soft key (**[EDIT]**), the telephone number will be changed as follows:

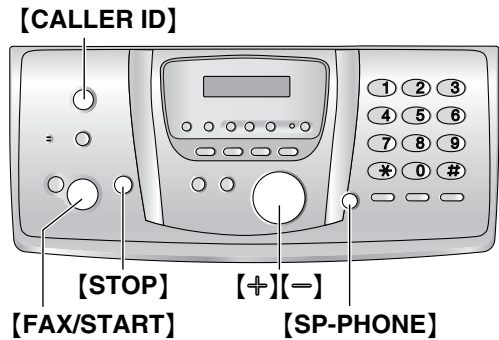
- ① Local telephone number only (area code omitted)
- ② Area code – Local telephone number
- ③ 1 – Area code – Local telephone number (“1” added)

- To return a call, press **[TALK]** or **[SP-PHONE]**.
- To store a number in the phone book, follow from step 3 of the handset storing procedure on page 48.

Note:

- The unit provides an auto edit feature for Caller ID numbers. For details, see page 46.

3.9.2 With the base unit



- 1 Press **[CALLER ID]**.
- 2 Press **[–]** to search from the most recently received caller information.
 - If you press **[+]**, the display order will be reversed.
- 3 Press **[SP-PHONE]** to return the call.
 - The unit will start dialing automatically.
 - To send a fax, insert the document **FACE DOWN** and press **[FAX/START]**.

Note:

- When the unit could not receive a name, the display will show “NO NAME RCVD”.

To change the way caller information is displayed

Press **[CALLER ID]** repeatedly after step 2.

Example:

SAM LEE
11:20A Jul 20

↑↓

1345678
11:20A Jul 20

What “√” means

“√” on the display means the call has already been viewed or answered.

Example:

SAM LEE
11:20A Jul 20 √

- If the same caller calls again, the call entry with “√” will be replaced with the new call entry.

If the same person calls more than once

The number of times the same caller called (“x2” to “x9”) will be displayed. Only the date and time of the most recent call will be stored.

Example: The same person called 3 times.

SAM LEE
10:30P Jul 20 x3

3. Telephone

- After checking “×2” to “×9” will be replaced with a “√”.

To stop viewing

Press **[STOP]** after step 2.

To edit a telephone number before calling back/storing

Press **[*]** repeatedly after step 2. Each time you press **[*]**, the telephone number will be changed as follows:

- ① Local telephone number only (area code omitted)
- ② Area code – Local telephone number
- ③ 1 – Area code – Local telephone number (“1” added)
 - To return a call, press **[SP-PHONE]**.
 - To store the number in the phone book, follow from step 3 of the base unit storing procedure on page 48.

Note:

- The unit provides an auto edit feature for Caller ID numbers. For details, see page 46.

3.10 Caller ID number auto edit feature

Once you call back an edited number, this unit can automatically edit incoming phone numbers from the same area code each time you receive a call. For example, it can ignore the area code of calls originating from your area code, so that you can call these numbers using caller information without dialing the area code.

To activate this feature, you must edit a caller information by selecting pattern ①, ② or ③ (page 45, 46), then make a call to that number. After that, calls from numbers in that area code will be edited automatically. The handset and base unit can remember up to 4 area codes each to be edited according to patterns ① and ②. When more than 5 area codes are edited, older area codes are reset to pattern ③. Phone numbers from the 4 most recently edited area codes will be automatically edited.

This feature can be turned ON using either the handset or the base unit. The default setting is ON.

3.10.1 Turning ON the Caller ID number auto edit feature

- Keep the front cover page open for button locations.

With the handset

Make sure the handset is not being used.

- 1 Press **[MENU]**.
- 2 Scroll to “Initial setting” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
- 3 Scroll to “Caller ID edit” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
- 4 Press **[▼]** or **[▲]** to select “On”.
- 5 Press the soft key (**[SAVE]**).
- 6 Press **[OFF]**.

With the base unit

- 1 Press **[MENU]**.
- 2 Press **[#]**, then **[7][5]**.
- 3 Press **[+]** or **[–]** repeatedly to select “ON”.
- 4 Press **[SET]**.
- 5 Press **[MENU]**.

Note:

- If you fail to reach your destination when making a call, the phone number you dialed might have an incorrect pattern. Edit the phone number with another pattern (page 45, 46).
- When this feature is set to OFF the unit will still be able to display Caller ID, but incoming Caller ID numbers will not be automatically edited.
- If you move to another area, you may need to turn this feature OFF to erase the previously edited area codes. To use this feature again, turn it ON and reprogram the area codes you want to be edited once again.

3.11 Erasing caller information

- Keep the front cover page open for button locations.

3.11.1 Erasing all caller information

With the handset

Make sure the handset is not being used.

- 1 Press the soft key ([CID]), [▼] or [▲] to display "Caller list".
- 2 Press the soft key ([ERASE]).
 - To cancel erasing, press the soft key ([NO]).
- 3 Press the soft key ([YES]).

With the base unit

- 1 Press [MENU] repeatedly to display "CALLER SETUP".
- 2 Press [SET].
 - "CALL LIST ERASE" will be displayed.
- 3 Press [SET].
 - To cancel erasing, press [STOP] 2 times.
- 4 Press [SET].
- 5 Press [STOP].

3.11.2 Erasing specific caller information

With the handset

Make sure the handset is not being used.

- 1 Press the soft key ([CID]), [▼] or [▲] to display "Caller list".
- 2 Press [▼] or [▲] repeatedly to display the desired item.
- 3 Press the soft key ([ERASE]).
 - To erase other items, repeat from step 2.
- 4 Press [OFF].

With the base unit

- 1 Press [CALLER ID].
- 2 Press [⊕] or [−] repeatedly to display the desired item.
- 3 Press [ERASE].
 - To erase other items, repeat from step 2.
- 4 Press [STOP].

3.12 Storing caller information into the phone book

- Keep the front cover page open for button locations.

Important:

- **This feature is not available in the following cases.**
 - The telephone number includes data other than numbers (i.e., * or #).
 - The caller information does not include a telephone number.

3.12.1 Into the handset

Make sure the handset is not being used.

- 1 Press the soft key ([CID]), [▼] or [▲] to display “Caller list”.
- 2 Press [▼] or [▲] repeatedly to display the desired item.
 - If the number requires editing, see page 45.
- 3 Press the soft key ([SAVE]).

Note:

- If there is no name information for the caller, “Enter name” will be displayed. You can enter a name by performing the following steps:

1. Enter the name (see page 38 for instructions.),
2. Press [▼], and
3. Press the soft key ([SAVE]).

If a name is not required, press [▼], then press the soft key ([SAVE]).

- To continue storing other items, repeat from step 2.

- 4 Press [OFF] to exit.

3.12.2 Into the base unit

- 1 Press [CALLER ID].
- 2 Press [+] or [-] repeatedly to display the desired item.
- 3 Press [MENU].
- 4 Press [SET].
- 5 Press [SET].

Note:

- You can confirm the items stored in the base unit by printing the telephone number list (page 111).
- The unit can only store names of up to 16 characters long.
- To edit a name and number, see page 40.

3.13 Intercom

Intercom calls can be made between a handset and the base unit, and between two handsets. You can page all handsets at once from the base unit, and announce the page to all handsets (**Voice paging feature**).

Page the desired unit(s) by entering the extension number, shown in the top right of each handset's display. The base unit's extension number is 0.

- Keep the front cover page open for button locations.

3.13.1 Making intercom calls

Handset

- 1 Press **[HOLD/INTERCOM]**.
- 2 **To page the base unit**, press **[0]**.
 - The base unit will beep for 1 minute.
 - To stop paging, press **[OFF]**.

To page another handset, enter its extension number (**[1]** to **[4]**).

 - The destination handset will beep for 1 minute.
- 3 When the paged party answers, talk into the handset.
 - You can switch to the speaker by pressing **[SP-PHONE]**. To switch back to the receiver, press **[TALK]**.
- 4 To end the intercom, press **[OFF]** or place the handset on the charger.

Base unit

You can also locate a misplaced handset by paging it (**Handset locator**).

- 1 Press **[LOCATOR/INTERCOM]**.
- 2 **To page one handset**, enter its extension number (**[1]** to **[4]**).
 - The handset will beep for 1 minute.
 - To stop paging, press **[SP-PHONE]** or **[LOCATOR/INTERCOM]**.

To page all handsets, press **[0]**.

 - All handsets will beep for 1 minute.
 - If you press **[5]** instead, you can make a voice announcement that can be heard through the speaker of all handsets (**Voice paging feature**).
 - You can talk with the handset user who answers first.
- 3 When the paged party answers, talk into **[MIC]**.

- 4 To end the intercom, press **[SP-PHONE]** or **[LOCATOR/INTERCOM]**.

3.13.2 Answering intercom calls

Handset

When a handset is being paged, it will ring and the Ringer/Message alert indicator will flash rapidly. The display will show the paging extension's number.

- 1 Press **[TALK]**, **[SP-PHONE]** or **[HOLD/INTERCOM]** to answer the page.
- 2 To end the intercom, press **[OFF]** or place the handset on the charger.

Base unit

When the base unit is being paged, it will ring and display the paging extension's number.

- 1 Press **[LOCATOR/INTERCOM]** or **[SP-PHONE]** to answer the page.
- 2 To end the intercom, press **[SP-PHONE]** or **[LOCATOR/INTERCOM]**.

Note:

- When the ringer volume is OFF (page 29, 30), the handset and the base unit will ring at the low level when paged.

During an intercom call

- If you have difficulty hearing the other party, decrease the speaker volume.
- If you receive a phone call while talking on the intercom, you will hear 2 tones (feature #73 on page 79, or page 83). To answer the call, if you are using the handset, press **[OFF]**, then press **[TALK]** or **[SP-PHONE]**. If you are using the base unit, press **[SP-PHONE]** 2 times.

3.14 Transferring a call

A telephone call can be transferred between two extensions using the intercom feature.

- Keep the front cover page open for button locations.

3.14.1 To transfer a call from the handset

- 1 During a phone call, press **[HOLD/INTERCOM]**.
 - The call will be put on hold.
- 2 **To page the base unit**, press **[0]**. **To page another handset**, enter its extension number (**[1]** to **[4]**).

3. Telephone

- If you do not wish to announce the transfer, skip to step 4.
- 3 Wait for the paged party to answer.
 - If the paged party does not answer, press **[TALK]** or **[SP-PHONE]** to return to the phone call.
 - 4 To complete the transfer, press **[OFF]**.

To answer a transferred call with the base unit:

- If the paging party announces the transfer, the paging extension's number is displayed. Press **[SP-PHONE]** or **[TRANSFER]** to answer the page.
 - After the paging party hangs up the call, you can talk to the outside caller.
- If the paging party hangs up before you answer the page, "INCOMING CALL" will be displayed. Press **[SP-PHONE]** to take the transferred call.

To answer a transferred call with another handset:

- If the paging party announces the transfer, the calling extension will be displayed. Press **[TALK]**, **[SP-PHONE]** or **[HOLD/INTERCOM]** to answer the page.
 - After the paging party hangs up the call, you can talk to the outside caller.
- If the paging party hangs up before you answer the page, "Incoming call." will be displayed. Press **[TALK]** or **[SP-PHONE]** to take the transferred call.

3.14.2 To transfer a call from the base unit

- 1 During a phone call, press **[TRANSFER]**.
 - The call will be put on hold.
- 2 To page a handset, enter its extension number (**[1]** to **[4]**).
To page all handsets, press **[0]**.
 - If you do not wish to announce the transfer, skip to step 4.
- 3 Wait for the paged party to answer.
 - If the paged party does not answer, press **[SP-PHONE]** 2 times to return to the outside call.
- 4 To complete the transfer, press **[SP-PHONE]**.

Note:

- Even if you call all handsets, only the handset user who answers first can take the transferred call.

To answer a transferred call with the handset:

- If the paging party announces the transfer, the paging extension's number is displayed. Press **[TALK]**, **[SP-PHONE]** or **[HOLD/INTERCOM]** to answer the page.
Example: Base unit is calling

Call from Base

- After the paging party hangs up the call, you can talk to the outside caller.
- If the paging party hangs up before you answer the page, "Incoming call." will be displayed. Press **[TALK]** or **[SP-PHONE]** to take the transferred call.

During a transfer

- If you do not announce the transfer and the paged party does not answer within 60 seconds after you hang up, your extension will ring and the call will be returned to your phone. You can speak to the caller again by pressing **[TALK]**, **[SP-PHONE]** on the handset or **[SP-PHONE]** on the base unit. When answering the call again, you may also transfer the caller into a mailbox (page 68).
If you still do not answer the call within 4 minutes, the call will be disconnected.

3.15 Conference

A conference call allows two extensions to speak together with an outside caller. While you are talking with a caller, page the base unit or a handset to start the conference call.

- Keep the front cover page open for button locations.

3.15.1 Handset

- 1 During a phone call, press **[HOLD/INTERCOM]**.
 - “**IN USE**” will flash on the display and the call will be put on hold.
- 2 **To page the base unit**, press **[0]**.
To page another handset, enter its extension number (**[1]** to **[4]**).
- 3 When the paged party answers, press the soft key (**[CONF]**) on your handset to make a conference call.
 - To leave the conference, press **[OFF]**. The other two parties can continue the conversation.

3.15.2 Base unit

- 1 During an outside call, press **[LOCATOR/INTERCOM]**.
 - The call will be put on hold.
- 2 **To page a handset**, enter its extension number (**[1]** to **[4]**).
To page all handsets, press **[0]**.
- 3 When the paged party answers, press **[CONF]** on the base unit to make a conference call.
 - To leave the conference, press **[SP-PHONE]**. The other two parties can continue the conversation.

During a conference call

- The phone call can be put on hold by pressing **[HOLD/INTERCOM]** on the handset or **[HOLD]** on the base unit. Communications between extensions are not suspended. Only the person who placed the call on hold can resume the full conference; by pressing the soft key (**[CONF]**) on the handset or **[CONF]** on the base unit.
- One more extension can join the conference call (Call share feature, page 51).

3.16 Call share

2 additional extensions can join an existing phone call, for a total of 4 people (including the outside caller) taking part in the conference by purchasing additional handsets.

- Keep the front cover page open for button locations.

3.16.1 To join a conversation (Call share feature)

Handset:

Press **[TALK]** or **[SP-PHONE]**.

Base unit:

Press **[SP-PHONE]**.

3.16.2 To prevent other users from joining your conversation (Call privacy feature)

You can turn the feature ON during a call using the handset. This feature is only available for the handset.

Press the soft key (**[PRIVACY]**) during a phone call.

- “**PRIVACY**” will be displayed on the first line.
- To turn the feature OFF, press the soft key (**[PRIVACY]**) again.

Note:

- This feature will return to OFF after you hang up the call.

3.17 Room monitor feature

This feature allows you to listen in on a room where a handset or base unit is located. The monitored extension will not ring, allowing you to easily monitor, for example, a baby's room from different areas of the house. If you want to prevent your unit from being monitored by other extensions, leave this feature OFF (default setting). An extension currently in use cannot be monitored.

- Keep the front cover page open for button locations.

3.17.1 Turning ON the room monitor feature (Handset)

This allows the handset to be monitored.

Make sure the handset is not being used.

- 1 Press **[MENU]**.
- 2 Scroll to "Initial setting" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
- 3 Scroll to "Room monitor" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
- 4 Press **[▼]** or **[▲]** to select "On".
- 5 Press the soft key (**[SAVE]**).
- 6 Press **[OFF]**.

3.17.2 Turning ON the room monitor feature (Base unit)

This allows the base unit to be monitored.

- 1 Press **[MENU]**.
- 2 Press **[#]**, then **[7][4]**.
- 3 Press **[+]** or **[-]** repeatedly to select "ON".
- 4 Press **[SET]**.
- 5 Press **[MENU]**.

Note:

- You can turn ON the base unit room monitor feature using the handset (page 87).

3.17.3 Monitoring a room

Important information:

The unit to be monitored must not be in use.

With the handset

- 1 Press **[HOLD/INTERCOM]**.
- 2 Press the soft key (**[MONITOR]**).

- 3 To call the base unit, press **[0]**.
To call another handset, enter its extension number (**[1]** to **[4]**).
 - Your handset will start to monitor the room through the destination unit.
 - To monitor from the speaker, press **[SP-PHONE]**. To switch back to the receiver, press **[TALK]**.
 - The monitored unit will display "Room monitor".
- 4 To end monitoring, press **[OFF]**.
 - The base unit user can stop being monitored by pressing **[LOCATOR/INTERCOM]** or **[SP-PHONE]**. The monitored handset user can stop being monitored by pressing **[OFF]**.

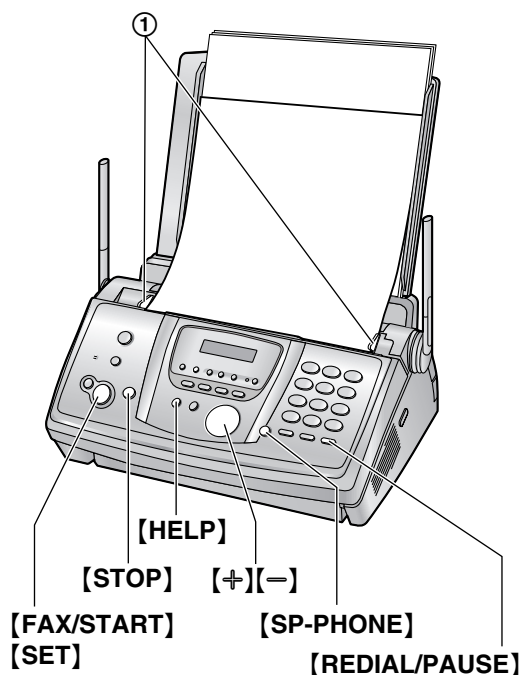
With the base unit

- 1 Press **[LOCATOR/INTERCOM]**, then press **[MUTE]**.
- 2 To call the handset, enter its extension number (**[1]** to **[4]**).
 - The base unit will start to monitor the room through the handset.
 - The monitored unit will display "Room monitor" then the duration time.
- 3 To end monitoring, press **[LOCATOR/INTERCOM]** or **[SP-PHONE]**.
 - The monitored handset user can stop being monitored by pressing **[OFF]**.

Note:

- If the room monitor feature of the destination unit is OFF, "DENIED" will be displayed and busy tone will sound.

4.1 Sending a fax manually



- 1 Adjust the width of the document guides (①) to fit the actual size of the document.
- 2 Insert the document (up to 10 pages) FACE DOWN until a single beep is heard and the unit grasps the document.
 - If the document guides are not adjusted to fit the document, re-adjust them.
- 3 If necessary, press **[+]** or **[-]** repeatedly to select the desired resolution.
- 4 Press **[SP-PHONE]**.
- 5 Dial the fax number.
- 6 **When a fax tone is heard:**
Press **[FAX/START]**.

When the other party answers your call:

Ask them to press their start button. When the fax tone is heard, press **[FAX/START]**.

To select the resolution

Select the desired resolution according to the type of document.

- “**STANDARD**”: For printed or typewritten documents with normal-sized characters.
- “**FINE**”: For documents with small print.
- “**SUPER FINE**”: For documents with very small print. This setting is effective only when

the other party has a compatible fax machine.

- “**PHOTO**”: For documents containing photographs, shaded drawings, etc.
- Using the “**FINE**”, “**SUPER FINE**” and “**PHOTO**” settings will increase transmission time.
- If the resolution setting is changed during feeding, it will be effective from the next page.

To redial the last number

1. Press **[REDIAL/PAUSE]**.
2. Press **[FAX/START]**.
 - If the line is busy, the unit will automatically redial the number.
 - To cancel redialing, press **[STOP]**.

To send more than 10 pages at a time

Insert the first 10 pages of the document. Add the other pages (up to 10 at a time) before the last page feeds into the unit.

Pre-dialing a fax number

You can dial the fax number first before inserting the document. This is convenient if you need to refer to the document for the other party's fax number.

1. Enter the fax number.
2. Insert the document.
3. Press **[FAX/START]**.

Sending from memory (Quick scan feature)

You can scan the document into memory before sending. To use this feature, activate feature #34 (page 77) beforehand.

1. Insert the document.
2. Enter the fax number.
3. Press **[FAX/START]**.
 - The document will be fed into the unit and scanned into memory. The unit will then send the data. If the document exceeds the memory capacity, transmission will be canceled and this feature will be turned OFF automatically. You must send the entire document manually.
 - This feature cannot be used if **[SP-PHONE]** on the base unit, **[TALK]** or **[SP-PHONE]** on the handset is pressed.

To stop transmission

Press **[STOP]**.

4. Fax

Sending a fax with the voice guide

You can send documents by following the voice guide.

1. Press **[HELP]** 2 times.
2. Press **[SET]**.
3. Follow the voice guide.
 - After transmission, the voice guide will turn OFF automatically.

Printing a sending report

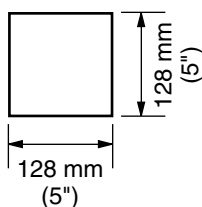
A sending report provides you with a printed record of transmission results. To print sending reports, make sure feature #04 is activated (page 75). For an explanation of error messages, see page 92.

Printing a journal report

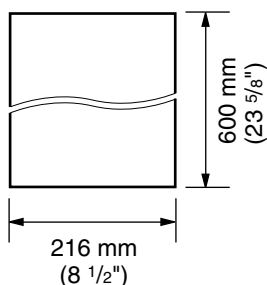
A journal report provides you with a printed record of the 30 most recent faxes. To print it manually, see page 111. To print it automatically after every 30 new fax transmissions and receptions, make sure feature #22 is activated (page 76). For an explanation of error messages, see page 92.

4.2 Documents you can send

Minimum document size

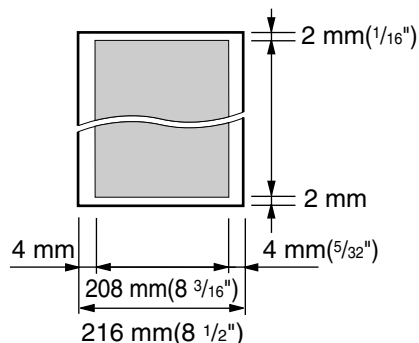


Maximum document size



Effective scanning area

- Shaded area will be scanned.



Document weight

- Single sheet:
45 g/m² to 90 g/m² (12 lb. to 24 lb.)
- Multiple sheets:
60 g/m² to 80 g/m² (16 lb. to 21 lb.)

Note:

- Remove clips, staples or other fasteners.
- Do not send the following types of documents: (Make a copy of the document and send the copy.)
 - Chemically treated paper such as carbon or carbonless duplicating paper
 - Electrostatically charged paper
 - Badly curled, creased or torn paper
 - Paper with a coated surface
 - Paper with a faint image
 - Paper with printing on the opposite side that can be seen through the other side, such as newsprint
- Check that ink, paste or correction fluid has dried completely.
- To send a document with a width of less than 210 mm (8 1/4"), we recommend using a copy machine to copy the original document onto A4 or letter-sized paper, then sending the copied document.

4.3 Sending a fax using the phone book

Before using this feature, store the desired names and telephone numbers into the base unit's phone book (page 39).

- Keep the front cover page open for button locations.
- 1 Adjust the width of the document guides to fit the actual size of the document.
 - 2 Insert the document (up to 10 pages) FACE DOWN until a single beep is heard and the unit grasps the document.
 - If the document guides are not adjusted to fit the document, re-adjust them.
 - 3 If necessary, press **[+]** or **[-]** repeatedly to select the desired resolution (page 53).
 - 4 Press **[▶]**.
 - 5 Press **[+]** or **[-]** repeatedly to display the desired item and press **[FAX/START]**.

Fax auto redial

If the line is busy or if there is no answer, the unit will automatically redial the number.

- To cancel redialing, press **[STOP]**.

If your unit does not send a fax

- Confirm that you have entered the number correctly, and that the number is a fax number.
- Confirm that the other party's fax machine is answering by turning ON the connecting tone feature (feature #76 on page 79).

4.4 Broadcast transmission

By storing the base unit's phone book items (page 39) into the broadcast memory, you can send the same document to multiple parties (up to 20). Your programmed items will remain in the broadcast memory, allowing frequent re-use.

- Keep the front cover page open for button locations.

4.4.1 Programming items into the broadcast memory

- 1 Press **[MENU]** repeatedly to display "**PHONE BOOK SET**".
- 2 Press **[#]**.
 - The number in brackets indicates the number of registered items.
- 3 Press **[+]** or **[-]** repeatedly to display the desired item.
- 4 Press **[SET]**.
 - To program other items, repeat steps 3 and 4 (up to 20 items).
- 5 Press **[SET]**.

Note:

- If you program the wrong item, press **[STOP]** after step 4 to erase the item.
- Confirm the stored items by printing a broadcast programming list (page 111).

4.4.2 Adding a new item into the broadcast memory

After initial programming, you can add new items (up to a combined total of 20).

- 1 Press **[▶]**.
- 2 Press **[+]** or **[-]** repeatedly to display "**<BROADCAST>**".
- 3 Press **[MENU]**.
- 4 Press **[*]**.
- 5 Press **[+]** or **[-]** repeatedly to display the desired item.
- 6 Press **[SET]**.
 - To add other items, repeat steps 5 and 6 (up to 20 items).
- 7 Press **[STOP]**.

4.4.3 Erasing a stored item from the broadcast memory

- 1 Press [▶].
- 2 Press [⊕] or [⊖] repeatedly to display “<BROADCAST>”.
- 3 Press [MENU].
- 4 Press [⊞].
- 5 Press [⊕] or [⊖] repeatedly to display the desired item you want to erase.
 - To cancel erasing, press [STOP].
- 6 Press [SET].
- 7 Press [SET].
 - To erase other items, repeat steps 5 to 7.
- 8 Press [STOP].

4.4.4 Sending the same document to pre-programmed parties

- 1 Insert the document FACE DOWN.
- 2 If necessary, press [⊕] or [⊖] repeatedly to select the desired resolution (page 53).
- 3 Press [▶].
- 4 Press [⊕] or [⊖] repeatedly to display “<BROADCAST>”.
- 5 Press [START].
 - The document will be fed into the unit and scanned into memory. The unit will then send the data to each party, calling each number sequentially.
 - After transmission, the stored document will be erased from memory automatically, and the unit will automatically print a report (**Broadcast sending report**).

Note:

- If you select “FINE”, “SUPER FINE” or “PHOTO” resolution, the number of pages that the unit can send will decrease.
- If the document exceeds the memory capacity, transmission will be canceled.
- If a party is busy or does not answer, it will be skipped and redialed later.

To send the same document to a one-time group of items

You can also select a one-time group of parties to send the same document to. After transmission, this group will be deleted.

1. Insert the document.
2. Press [▶].
3. Press [⊕] or [⊖] repeatedly to display “<ONE TIME BROAD>”.
4. Press [SET] to start programming the parties you want to send the document to.
5. Press [⊕] or [⊖] repeatedly to display the desired party.
6. Press [SET].
 - To program other parties, repeat steps 5 and 6 (up to 20 items).
7. Press [START] to start transmission to the programmed parties.

To cancel broadcast transmission

1. Press [STOP] while “BROADCASTING” is displayed.
 - The display will show “SEND CANCELED?”.
2. Press [SET].

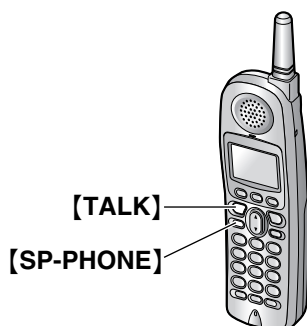
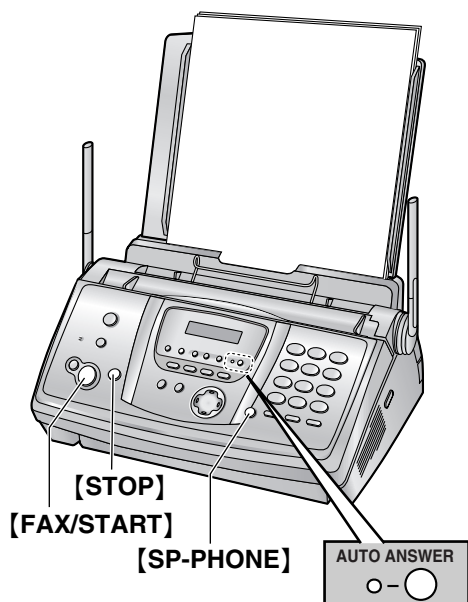
4.5 Receiving a fax manually – Auto answer OFF

4.5.1 Activating TEL mode

Set the fax machine to TEL mode by pressing **[AUTO ANSWER]** repeatedly to display the following.

TEL MODE

- The **[AUTO ANSWER]** indicator turns OFF.



How to receive phone calls and faxes with the base unit

1. Press **[SP-PHONE]** to answer the call.
2. When:
 - document reception is required,

- a fax calling tone (slow beep) is heard, or
 - no sound is heard,
- press **[FAX/START]**.

CONNECTING

- The unit will start fax reception.
- If you do not answer the call within 15 rings, the unit will temporarily activate the answering machine. The greeting message will then be played and the other party can then send a fax. Then the AUTO ANSWER mode will be changed to ON from OFF. The receiving mode will be set to FAX ONLY or TAM/FAX mode, depending on the setting of feature #77 (page 80).

How to receive phone calls and faxes with the handset

1. Lift the handset and press **[TALK]** or **[SP-PHONE]** to answer the call.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,
 press **[*][#][9]** (default fax activation code) **firmly**.
 - You can also press **[FAX/START]** on the base unit.

Note:

- To receive fax documents using the handset, make sure remote fax activation is turned ON (feature #41, page 77) beforehand. The default setting is ON.

To stop receiving

Press **[STOP]**.

How to receive faxes with an extension telephone

If you have another telephone connected to the same line (extension telephone), you can use the extension telephone to receive faxes.

1. When the extension telephone rings, lift the handset of the extension telephone.
2. When:
 - document reception is required,
 - a fax calling tone (slow beep) is heard, or
 - no sound is heard,
 press **[*][#][9]** (default fax activation code) **firmly**.
 - The fax machine will start reception.
3. Replace the handset.

Note:

- To receive fax documents using the extension telephone, make sure remote fax activation is turned ON (feature #41 on page 77) beforehand. The default setting is ON.

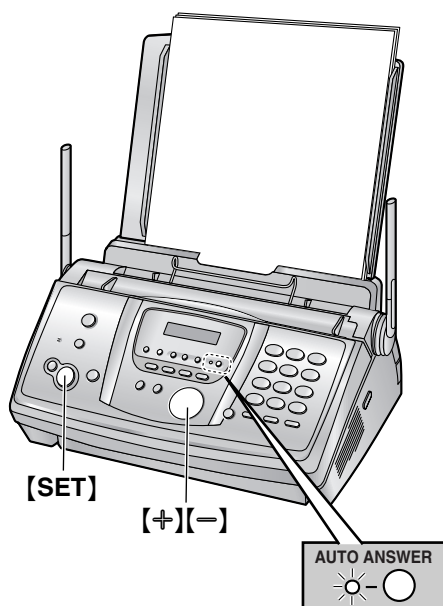
4.6 Receiving a fax automatically – Auto answer ON

4.6.1 Activating TAM/FAX mode (Telephone Answering Machine/Fax mode)

- 1 Make sure feature #77 is set to “**TAM/FAX**” (page 80) beforehand.
- 2 Press **[AUTO ANSWER]** repeatedly to display the following.

TAM/FAX MODE 3 RINGS

- The unit announces “*Answer set*” and the current day and time.
- The unit will announce the remaining recording time if it is less than 3 minutes.
- The display will show the ring setting in TAM/FAX mode. If you wish to change it, press **[+]** or **[-]** repeatedly to display the desired setting, and press **[SET]**.
- The **[AUTO ANSWER]** indicator turns ON.
- If “**GREETING ONLY**” is displayed, the unit will not record any incoming messages (feature #10 on page 75, or page 84).
- The remaining time for recording messages will be displayed.



Note:

- The maximum incoming message recording time can be changed (feature #10 on page 75, or page 84).
- While an incoming call is being recorded, you can monitor it through the speaker. If this feature is not required, turn OFF feature #67 (page 79).
- If the unit announces “*Memory full*” and “**ALL MAILBOX FULL**” is displayed on the base unit, erase unnecessary messages (page 68, page 70).

How phone calls and faxes are received

When receiving calls, the unit works as an answering machine and/or fax.

- If the call is a phone call, the unit will record the caller’s message automatically.
- If a fax calling tone is detected, the unit will receive the fax automatically.

Receiving a voice message and fax document in one call

The caller can leave a voice message and send a fax document during the same call. Inform the caller of the following procedure beforehand.

1. The caller calls your unit.
 - The answering machine will answer the call.
2. The caller can leave a message after the greeting message.
3. The caller presses **[*][9]**.
 - The unit will activate the fax function.
4. The caller presses the start button to send a fax.

Changing the ring setting in TAM/FAX mode

You can select from “2”, “3” (default), “4”, “5”, “6”, “7” or “**TOLL SAVER**”. This setting can be changed by feature #06 on page 75, or page 84.

- “**TOLL SAVER**”: The unit answers after 2 rings when new messages have been recorded, and after 4 rings when there are no new messages. If you call your unit from a remote location to listen to new messages (page 71), you will know that there are no messages when the unit rings for the 3rd time. You can then hang up without being charged for the call.

Note:

- If you set to “4”, “5”, “6” or “7”, receiving faxes may not be possible.

4.6.2 Activating FAX ONLY mode

- 1 Make sure feature #77 is set to “**FAX ONLY**” (page 80) beforehand.
- 2 Press **[AUTO ANSWER]** repeatedly to display the following.

FAX ONLY MODE 3 RINGS
--

- The display will show the ring setting in FAX ONLY mode. If you wish to change it, press **[+]** or **[-]** repeatedly to display the desired setting, and press **[SET]**.
- The **[AUTO ANSWER]** indicator turns ON.

How faxes are received

When receiving calls, the unit will automatically answer all calls and only receive fax documents.

4.7 Junk fax prohibitor (preventing fax reception from undesired callers)

If you subscribe to Caller ID service, this feature prevents fax reception from calls that do not show caller information.

Additionally, faxes originating from numbers that match a programmable junk fax prohibitor list will not be accepted by the fax machine (page 60).

- Keep the front cover page open for button locations.

Important:

- **This feature does not work when:**
 - the unit is set to the TEL mode, or
 - manual reception is performed.

4.7.1 Activating the junk fax prohibitor

- 1 Press **[MENU]** repeatedly to display “**JUNK FAX PROH.**”.
- 2 Press **[▶]**.
- 3 Press **[+]** or **[–]** repeatedly to select “**ON**”.
- 4 Press **[SET]**.
- 5 Press **[MENU]** to exit the program.
 - While the junk fax prohibitor is activated, “**JUNK FAX ON**” is displayed.

4.8 Storing undesired callers

You can register up to 10 undesired numbers from the caller’s list if you do not wish to receive faxes from them.

- Keep the front cover page open for button locations.

- 1 Press **[MENU]** repeatedly to display “**JUNK FAX PROH.**”.
- 2 Press **[▶]** repeatedly to display “**JUNK LIST SET**”.
- 3 Press **[SET]**.
- 4 Press **[+]** or **[–]** repeatedly to display the item you wish to prevent the fax reception from.
- 5 Press **[SET]**.
 - To program other items, repeat steps 4 to 5.

- 6 Press **[STOP]** to exit the program.

Note:

- If there is no space to store new items, “**LIST FULL**” is displayed in step 3 or step 5. Erase unnecessary items.

To display the junk fax prohibitor list

1. Press **[MENU]** repeatedly to display “**JUNK FAX PROH.**”.
2. Press **[▶]** repeatedly to display “**JUNK LIST DISP.**”.
3. Press **[SET]**.
4. Press **[+]** or **[–]** to display the item.
5. Press **[MENU]** to exit the program.

To print the junk fax prohibitor list

1. Press **[MENU]** repeatedly to display “**JUNK FAX PROH.**”.
2. Press **[▶]** repeatedly to display “**JUNK LIST PRINT**”.
3. Press **[SET]**.
4. Press **[MENU]** to exit the list.

To erase an item from the junk fax prohibitor list

1. Press **[MENU]** repeatedly to display “**JUNK FAX PROH.**”.
2. Press **[▶]** repeatedly to display “**JUNK LIST DISP.**”.
3. Press **[SET]**.
4. Press **[+]** or **[–]** repeatedly to display the desired item.
5. Press **[◀]**.
 - To cancel erasing, press **[STOP]**, then press **[MENU]**.
6. Press **[SET]**.
 - The item is erased.
7. Press **[MENU]** to exit the list.

5.1 Distinctive Ring service from your phone company

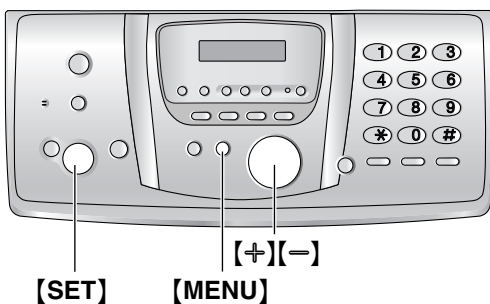
This service is convenient if you wish to have a different number for your fax machine and telephone, even when you use them on a single telephone line.

Distinctive Ring is a service offered by your local telephone company which allows you to use several telephone numbers on one telephone line. When a call is made to one of your phone numbers, the telephone company sends a ring pattern to your telephone line to indicate which number the call is intended for. By setting up this unit for Distinctive Ring, you can make the fax machine automatically start fax reception when a call comes to the fax number.

To use this service, you must subscribe to the Distinctive Ring service offered by your local telephone company.

5.2 Using two or more phone numbers on a single telephone line

5.2.1 Activating the Distinctive Ring feature



- 1 Press **[MENU]**.
- 2 Press **[*]**, then **[3][1]**.
- 3 Press **[+]** or **[-]** repeatedly to select "ON".
- 4 Press **[SET]**.
- 5 Press **[MENU]**.

How phone calls and faxes are received

If the incoming call is for the fax number, the fax machine will ring with the assigned ring pattern and automatically start fax reception.

If the incoming call is for the phone number:

- the fax machine will keep on ringing in TEL mode.
- the fax machine will record a voice message in TAM/FAX mode.
- fax communication will be attempted in FAX ONLY mode.



5.3 Using three or more phone numbers on a single telephone line

You may wish to use three or more phone numbers for a single telephone line. In order to distinguish which number the call was addressed to, a different ring pattern must be assigned for each number.



Example: Using three phone numbers

Telephone number	Ring pattern	Use
012 1234	Standard ring	Personal
012 5678	Double ring	Business
012 9876	Triple ring	Fax

To use one phone number for the fax, program the ring pattern assigned for the fax in feature #32 (page 62). In the example, the ring pattern assigned for fax is a triple ring, so you should program "C" (triple ring).

Ring pattern	Settings in feature #32
Standard ring (one long ring)  1st ring 2nd ring	"A"
Double ring (two short rings)  1st ring 2nd ring	"B"

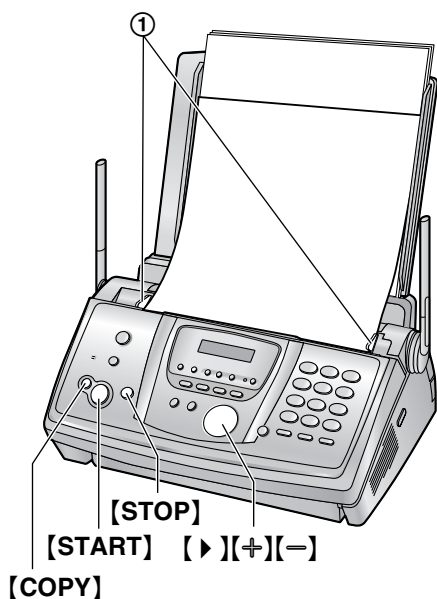
5. Distinctive Ring

Ring pattern	Settings in feature #32
Triple ring (short-long-short rings)  1st ring 2nd ring	“C”
Other triple ring (short-short-long rings)  1st ring 2nd ring	“D”

5.4 Programming the ring pattern assigned for fax

- Keep the front cover page open for button locations.
- 1 Set feature #31 to “ON” (page 61).
 - 2 Press **[MENU]**.
 - 3 Press **[#]**, then **[3][2]**.
 - 4 Press **[+]** or **[=]** repeatedly to select the ring pattern assigned for fax.
 - “A”: Standard ring (one long ring)
 - “B”: Double ring (two short rings)
 - “C”: Triple ring (short-long-short-rings)
 - “D”: Other triple ring (short-short-long rings)
 - “B-D” (default): The fax will respond to calls with any of ring tone patterns “B”, “C” and “D”
 - 5 Press **[SET]**.
 - 6 Press **[MENU]**.

6.1 Making a copy



- Adjust the width of the document guides (①) to fit the actual size of the document.
- Insert the document (up to 10 pages) FACE DOWN until a single beep is heard and the unit grasps the document.
 - If the document guides are not adjusted to fit the document, re-adjust them.
- If necessary, press **[+]** or **[-]** repeatedly to select the desired resolution.
- Press **[COPY]**.
 - If necessary, enter the number of copies (up to 30).
- Press **[START]**, or wait for 15 seconds.
 - The unit will start copying.

Note:

- Any document which can be sent as a fax can also be copied (page 54).

To select the resolution

Select the desired resolution according to the type of document.

- “**FINE**”: For printed or typewritten documents with small print.
- “**SUPER FINE**”: For documents with very small print.
- “**PHOTO**”: For documents containing photographs, shaded drawings, etc.
- If you select “**STANDARD**”, copying will be done using “**FINE**” mode.

Quick scan feature

This feature is helpful when you want to copy the document, then remove it for other uses. To use this feature, activate feature #34 (page 77) beforehand. The default setting is OFF.

- The document will be fed into the unit and scanned into memory. The unit will then print the data.
 - If the document exceeds the memory capacity, copying of the exceeded document will be canceled and this feature will be turned OFF automatically.

To stop copying

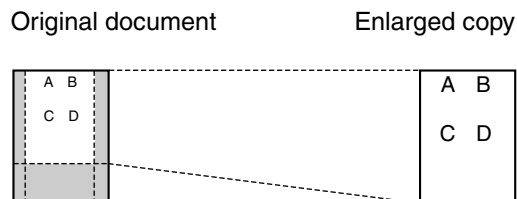
Press **[STOP]**.

6.1.1 More copying features

To enlarge a document

- Insert the document, then press **[COPY]**.
- Press **[▶]**.
- Press **[+]** repeatedly to select “150%” or “200%”, then press **[START]**.
 - The unit will enlarge the center of the upper part of the document. To make an enlarged copy of the bottom of the document, turn the document around, and then make a copy.

Example: 150% enlarged copy



To reduce a document

- Insert the document, then press **[COPY]**.
- Press **[▶]**.
- Press **[-]** repeatedly to select “92%”, “86%” or “72%”, then press **[START]**.

Setting	Recording paper size	Original document size
“100%” (default)	Letter	Letter
	Legal	Letter, A4, Legal
	A4	A4, Letter
“92%”	Letter	A4

6. Copy

Setting	Recording paper size	Original document size
"86%"	Letter	A4
"72%"	Letter	Legal
	A4	Legal

Letter = 216 mm × 279 mm ($8\frac{1}{2}$ " × 11")

Legal = 216 mm × 356 mm ($8\frac{1}{2}$ " × 14")

A4 = 210 mm × 297 mm ($8\frac{1}{4}$ " × $11\frac{11}{16}$ ")

Note:

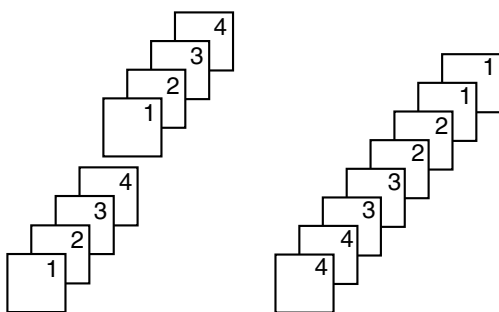
- If the appropriate reduction rate is not selected, the document may be divided and the top of the second page will be deleted.
- If the image at the bottom of the document is not copied when you copy a document that is the same length as the recording paper, try 92% or 86%.

To collate multiple copies

The unit can collate multiple copies in the same order as the original document pages.

1. Insert the document, then press **[COPY]**.
2. Enter the number of copies (up to 30).
3. Press **[▶]** 2 times to display "COLLATE OFF".
4. Press **[+]** or **[−]** repeatedly to display "COLLATE ON".
5. Press **[START]**.

Example: Making 2 copies of a 4-page original document



Collated pages

Uncollated pages

Note:

- The unit will store the documents into memory while collating the copies. If memory becomes full while storing, the unit will only print out the stored pages.
- After copying, the collating feature will turn OFF automatically.

- If the unit has run out of recording paper, the unit will scan the document but will not print, and the data will not be stored in the memory. Insert more paper, press **[START]** then try copying again.

7.1 Mailbox features

This unit provides 3 mailboxes (mailbox 1, 2, 3) for recording voice messages. Callers using a touch tone phone can leave a message in a specific mailbox by entering a mailbox number. Callers who use rotary phones or do not specify a mailbox can leave messages in mailbox 1. Also, passwords can be assigned to mailboxes 2 and 3. This is useful if you share the unit with other people, because only the person who knows the mailbox password can listen to messages in a mailbox.

7.1.1 To use a mailbox

- 1 Record your TAM/FAX greeting message (page 66).
- 2 Program a password for mailbox 2 or 3, if necessary.
 - For mailbox 2 password, see feature #51 of the base unit programming (page 78).
 - For mailbox 3 password, see feature #52 of the base unit programming (page 78).
 - You can also program a password using the handset (page 85).
- 3 Set the unit to TAM/FAX mode (page 58).

7.1.2 When a caller calls

- 1 Call your unit from a remote touch tone telephone.
 - The TAM/FAX greeting message will be played.
- 2 **To record a message in mailbox 1**, press **[#][1]**.
To record a message in mailbox 2, press **[#][2]**.
To record a message in mailbox 3, press **[#][3]**.
 - If the caller does not enter a mailbox number, the message will be recorded in mailbox 1.
- 3 After your unit announces *“Please leave your message.”*, leave a message.

Note:

- The total recording time of all messages (greeting, incoming and memo) is **about 15 minutes** (about 7 minutes if **“ENHANCED”** is selected for the recording quality. See feature #53 on page 78 for details). If messages are recorded in noisy rooms, the time may be shortened by up to 3 minutes.

- A maximum of 64 messages (including the greeting message and memo messages) can be recorded.
- If the person that the caller wants to talk to is unavailable, you can transfer the call to that person’s mailbox (page 68).

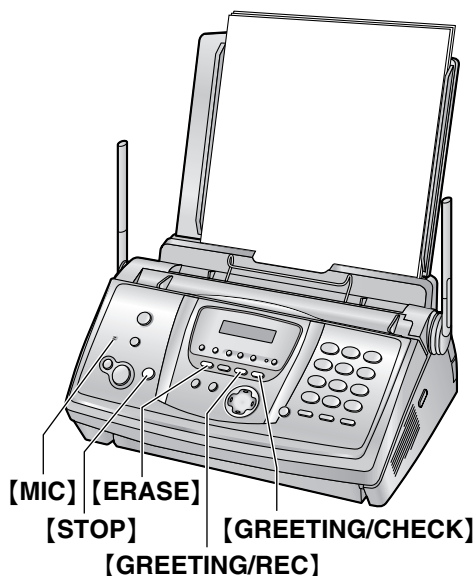
Caller’s recording time

You can select the caller’s recording time (feature #10 on page 75, or page 84). The default setting is 3 minutes.

7.2 Recording your greeting message

You can record your own greeting message for TAM/FAX mode, for a maximum of 16 seconds (default) or 60 seconds in length. We recommend you record a message of less than 12 seconds to make it easier to receive faxes. If a greeting message is not recorded, one of two pre-recorded greetings will be played when a call is received (page 66).

Sample message: *"This is (your name). We are unable to answer right now. To send a fax, start transmission. To leave a message for John, press [✳] and [1], for Jane press [✳] and [2], for Jack press [✳] and [3]. Or just stay on the line and leave a message after the beep. Thank you."*



- 1 Press **[GREETING/REC]**.
 - The unit announces *"To record greeting, press record again."*
- 2 Within 10 seconds, press **[GREETING/REC]** again.
 - A long beep will sound.
- 3 Speak clearly about 20 cm (8 inches) away from **[MIC]**.
 - The display will show the remaining recording time.
- 4 To stop recording, press **[GREETING/REC]**.
 - You can also stop recording by pressing **[STOP]**.

Note:

- If 6 beeps sound and the unit announces *"Your greeting was not recorded. Record your greeting again."*, start again.
- You can change the maximum TAM/FAX greeting message recording time to 60 seconds (feature #54 on page 79).
 - If you change the setting to 60 seconds, we recommend that you tell the caller in your TAM/FAX greeting message to press ✳9 before starting fax transmission.
 - If you change the setting from 60 seconds to 16 seconds, your current greeting message will be deleted. The pre-recorded greeting message will be played when a call is received.

To check the greeting message

Press **[GREETING/CHECK]**.

- The unit will play the greeting message.

7.2.1 Erasing your recorded greeting message

Press **[GREETING/CHECK]**, and then press **[ERASE]** while your greeting message is played.

- The unit will answer a call with a pre-recorded greeting message.

7.2.2 Pre-recorded greeting message

If you do not record a greeting message, one of two pre-recorded messages will be played when a call is received, depending on the caller's recording time (feature #10 on page 75, or page 84).

To check the pre-recorded greeting, press **[GREETING/CHECK]**.

- A pre-recorded greeting will be played as follows:
 - When the recording time is set to **"1 MIN"**, **"2 MIN"** or **"3 MIN"**:
"Hello! We are unable to answer right now. To send a fax, please start transmission. To leave a voice message, please speak after the beep. Thank you."
 - When the recording time is set to **"GREETING ONLY"**:
"Hello! We are unable to answer right now. Please try again later. Thank you."

7.3 Listening to recorded messages using the base unit

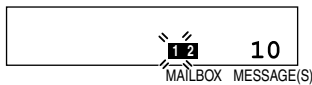
When the unit has recorded new voice messages:

- The **[AUTO ANSWER]** indicator will flash when AUTO ANSWER is turned ON.
- The mailbox icons which contain new messages will flash on the base unit display.

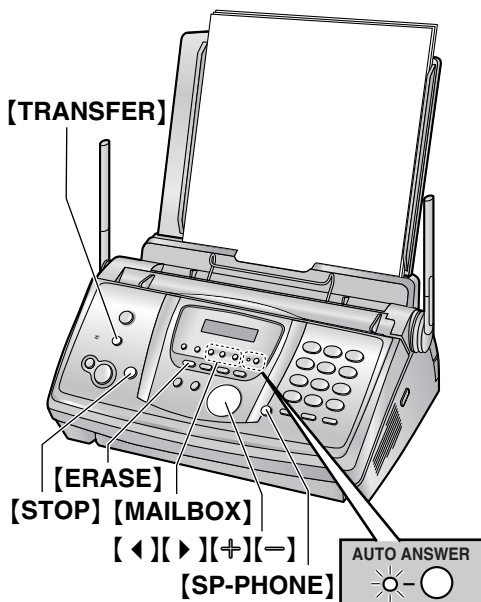
If only old messages exist in a mailbox:

- The **[AUTO ANSWER]** indicator will be lit but will not flash when AUTO ANSWER is turned ON.
- The mailbox icons will be lit but will not flash.

**Example: 10 messages exist in total;
Mailbox 1 has new messages;
Mailbox 2 has old messages;
Mailbox 3 has no messages.**



7.3.1 To play back messages



Press the **[MAILBOX]** button whose icon is flashing on the display (**[MAILBOX 1]**, **[MAILBOX 2]** or **[MAILBOX 3]**).

- The unit will announce “Mailbox (no.)” and the number of new messages in the mailbox, and will play back the new messages.
- If old messages exist with new messages in the mailbox, only new messages will be played back.
- **When the mailbox has no new messages**, the unit will announce “Mailbox (no.), no new messages. All message playback”, and will play back all messages in the mailbox.
- If you press another **[MAILBOX]** button during play back, new messages in the selected mailbox will be played back.

When mailbox 2 or 3 has the password

- 1 Press **[MAILBOX 2]** or **[MAILBOX 3]**.
 - The unit will announce “Enter mailbox password” and “PASSWORD=” will be displayed.
- 2 Enter the mailbox password (feature #51 on page 78, feature #52 on page 78, or page 85).
 - The unit will announce “Mailbox (no.)” and the number of new messages in the mailbox, and will play back the new messages. If there are no new messages, all messages in the mailbox will be played back.

During playback

- The display shows the message number of the mailbox.
Example: While the first message of the mailbox is being played back.

◀ REPEAT, ▶ SKIP 01

- Adjust the speaker volume using **[+]** or **[–]**.

7. Answering Machine

- At the end of the last message of the mailbox, the unit announces “*End of final message*”. The unit will announce the remaining recording time if it is less than 3 minutes.
- If a call is received, the unit will ring and playback will stop. To answer the call, press **[SP-PHONE]**. For playback, start again from the beginning after hanging up.
- If the unit announces “*Memory full*” after playback, erase unnecessary messages (page 68).

To repeat a message

Press **[◀]** while listening to the message.

- If you press **[◀]** within 5 seconds of the beginning of the message, the previous message will be played.
- To play back a specific message, press **[◀]** or **[▶]** and search for the message you want to listen to.

To skip a message

Press **[▶]** to play the next message.

To stop playback temporarily

Press **[STOP]**.

- To resume playback, press the **[MAILBOX]** button (**[MAILBOX 1]**, **[MAILBOX 2]** or **[MAILBOX 3]**) whose playback was stopped within 1 minute.

Voice time/day stamp

During playback, the unit will announce the day of the week and time that each message was recorded.

For Caller ID service users (page 43)

During playback, the display shows the name and/or number of the caller whose message is being played.

7.3.2 Erasing recorded messages

To erase a specific message

Press **[ERASE]** while listening to the message you want to erase.

To erase all messages

All of the recorded messages in the desired mailbox can be erased at one time.

1. Press **[ERASE]**.
 - The unit will announce “*To erase all messages, please select mailbox.*”.

2. Within 5 seconds, press the desired **[MAILBOX]** button (**[MAILBOX 1]**, **[MAILBOX 2]** or **[MAILBOX 3]**).
 - If mailbox 2 or 3 has a password, enter it (feature #51 on page 78, feature #52 on page 78, or page 85).
 - The unit will announce “*Mailbox (no.), no messages.*”.

7.3.3 Transferring a call to a mailbox

When you answer a call and the caller wants to talk to someone who is not available, you can transfer the caller into one of the mailboxes, where the caller can leave a message.

Tell the outside caller you will transfer them to the desired party’s mailbox.

Remind the caller to press **[#]** and the mailbox number of the desired party (if necessary).

- 1 Press **[HOLD/INTERCOM]** on the handset or press **[TRANSFER]** on the base unit during a call.

- The call will be put on hold.

- 2 Press **[9]** to hang up the call.
 - After you press **[9]**, the caller can then access a mailbox and leave a message there (page 65).

Note:

- Even if you subscribed to a Caller ID service (page 43), caller information will not be displayed while the transferred caller is recording a message or while that message is being played. The unit will store the caller information if the transferred call is an incoming call.

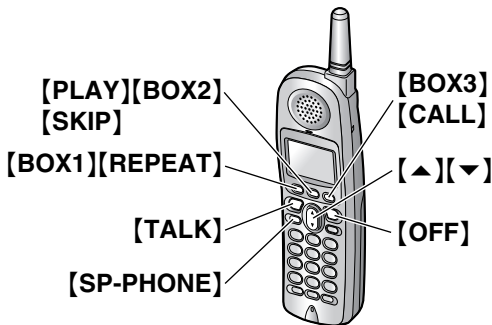
7.4 Listening to recorded messages using the handset (Remote operation)

When the unit has recorded new voice messages:

- “[PLAY]” will flash on the handset display.

If only old messages exist in a mailbox:

- “[PLAY]” will be lit but will not flash.

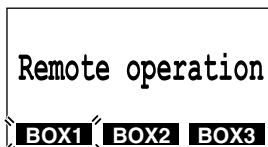


7.4.1 To play back messages

- 1 Press the soft key ([PLAY]).
 - A beep will sound and the unit will announce “Please select mailbox.”. To switch to the receiver, press [TALK]. To switch back to the speaker, press [SP-PHONE].
 - The mailboxes that have new messages will flash.

Example: Mailbox 1 has new messages.

Example:



- 2 Press the soft key ([BOX1], [BOX2] or [BOX3]).
 - If “Enter mailbox password” is announced and displayed, mailbox 2 or 3 has a password. Enter it (feature #51 on page 78, feature #52 on page 78, or page 85).
 - The unit will announce “Mailbox (no.)” and the number of new messages in the mailbox, and will play back the new messages.

- After playback, the voice menu will start (page 69).

- 3 Press [OFF] to end the operation.

Note:

- If you do not select a mailbox in step 2, messages in mailbox 1 will be played.

During playback

- Adjust the speaker or receiver volume using [▼] or [▲].
- At the end of the last message of the mailbox, the unit announces “End of final message”. The unit will announce the remaining recording time, if it is less than 3 minutes.
- If a call is received, the unit will ring and playback will stop. To answer the call, press [TALK] or [SP-PHONE]. For playback, start again from the beginning after hanging up.
- If the unit announces “Memory full” after playback, erase unnecessary messages (page 70).

Voice menu

If you do not press any keys at the end of the last message, the unit will announce “End of final message”, and the voice menu will begin.

The unit will announce “Press 4 to play back new messages. Press 5 to play back all messages.”

- You can press buttons for other playback options even if the voice menu has started.

To switch to another mailbox

Press [⇄] and the mailbox number ([1], [2] or [3]) during playback.

To repeat a message

Press the soft key ([REPEAT]) or [1] while listening to the message.

- If pressed within 5 seconds of the beginning of the message, the previous message will be played.

To skip a message

Press the soft key ([SKIP]) or [2] to play the next message.

To playback new messages

Press [4].

- Only new messages are played back.

To playback all messages

Press [5].

- All messages are played back.

To stop playback temporarily

Press **[9]**.

- To resume operation, enter a remote command within 15 seconds, or the voice menu will start (page 69).

To turn OFF the AUTO ANSWER mode

Press **[0]**.

- The receiving mode will be set to TEL mode.

To turn ON the AUTO ANSWER mode

Press **[8]**.

- When AUTO ANSWER is turned ON, the receiving mode will be set to FAX ONLY or TAM/FAX mode, depending on the setting of feature #77 (page 80).

For Caller ID service users (page 43)

During playback, the display shows the name and/or number of the caller whose message is being played.

To call the displayed number:

1. Press the soft key (**[CALL]**).
 - The unit stops playback.
 - If you need to edit the phone number to call back, see page 45.
2. Press the soft key (**[CALL]**), **[TALK]**, or **[SP-PHONE]**.
 - The unit dials the phone number.

7.4.2 Erasing recorded messages

To erase a specific message

Press **[*][4]** while listening to the message you want to erase.

- A short beep will sound and the next message will be played.

To erase all messages

Press **[*][5]** while listening to a message.

- A long beep will sound and the unit will announce "Mailbox (no.), no messages."

7.5 Leaving a message for others or yourself

You can record a voice memo to leave a private message for yourself or someone else.

- Keep the front cover page open for button locations.
- 1 Press **[MEMO]**.
 - The unit will announce "Please select mailbox."
 - 2 Within 5 seconds, press a **[MAILBOX]** button (**[MAILBOX 1]**, **[MAILBOX 2]** or **[MAILBOX 3]**).
 - A long beep will sound.
 - 3 Speak clearly about 20 cm (8 inches) away from **[MIC]**.
 - 4 To stop recording, press **[MEMO]**.
 - You can also stop recording by pressing **[STOP]**.

Note:

- If you record for over 3 minutes, the unit will stop recording.
- If 6 beeps sound and the unit announces "Your message was not recorded. Record your message again.", start again.
- If 6 beeps sound and the unit announces "Memory full", the unit will exit recording mode. Erase unnecessary messages (page 68, 70) and try again.

7.6 Operating from a remote location

You can call your unit from a remote location and access the answering machine.

Important:

- Program the remote operation ID beforehand (feature #11 on page 75, or page 85).
- Set the unit to TAM/FAX mode before going out (page 58).
- Use a touch tone telephone for remote operations.

Helpful hints:

- When you press a key, press firmly.
- Please make a copy of the following table, and carry it with you when you go out.

Answering machine remote operation			
1. Call your unit.		[4]	New message playback
2. During or after the greeting message, – to access mailbox 1, enter the remote operation ID. – If mailbox 2 or 3 has a password, enter the password of the mailbox you want to access.		[5]	All message playback
		[7]	Records greeting message
		[9]	Stops the operation temporarily
		[*][4]	Erases a specific message
3. Enter a remote command within 10 seconds. • To record a message, call your unit, press [##] and the mailbox number (1, 2 or 3), then leave a message.		[*][5]	Erases all messages
		[0]	Turns OFF the answering machine
Key	Remote command	[##][1]	Selecting mailbox 1
[1]	Repeats a message	[##][2]	Selecting mailbox 2
[2]	Skips a message	[##][3]	Selecting mailbox 3

7.6.1 Summary of remote operation

- 1 Call your unit.
- 2 During or after the TAM/FAX greeting message;
For mailbox 1
Press the remote operation ID.
For mailbox 2 or 3 (when you program the password)
Enter the password.
- 3 **When there are new recorded messages**
 - The unit will announce "Mailbox (no.)" and the number of new messages in the mailbox, and will play back the new messages.

When there are no new messages

Voice guide:

"Mailbox (no.), no new messages."

When voice memory is full

Voice guide:

"Memory full"

Erase any unnecessary messages.

- 4 After 3 seconds, the voice menu will start (page 72). Follow the menu or enter a remote command (page 72).
- 5 To end remote operation, hang up.
OR
To listen to messages in another mailbox, press [##][1] (mailbox 1), [##][2] (mailbox 2) or [##][3] (mailbox 3).
 - If the unit announces "Enter mailbox password.", mailbox 2 or 3 has a password (feature #51 on page 78, feature #52 on page 78, or page 85). Enter the password.

Note:

- The unit will announce the remaining recording time after playback, if it is less than 3 minutes.
- The messages are saved.

7. Answering Machine

7.6.2 Remote operations following voice menu

During remote operation, the unit will provide voice prompts in the following order.

① "Press 1 to play back all messages.
Press 2 for other functions."

[1]: All recorded messages in the mailbox will be played back.

[2]: Voice prompt ② is announced.

② "Press 1 to play back new messages.
Press 2 for other functions."

[1]: Only new messages in the mailbox will be played back.

[2]: Voice prompt ③ is announced.

③ "Press 1 to record your message.
Press 2 for other functions."

[1]: The unit will announce "Please leave your message." and a long beep will sound, then you can leave your own voice message in the mailbox. When you finish recording, hang up.

[2]: Voice prompt ④ is announced.

④ "Press 1 to erase all messages.
Press 2 for other functions."

[1]: All recorded messages in the mailbox will be erased and the unit will announce "Mailbox (no.), no messages."

[2]: Voice prompt ⑤ is announced.

⑤ "Press 1 to record your greeting.
Press 2 for other functions."

[1]: The unit will announce "Press 7 to record your greeting. Press 9 to end recording". Press **[7]**. After the long beep, talk for up to 16 seconds. Press **[9]** to end. Your new greeting message will be played back for confirmation.

[2]: Voice prompt ① is announced.

Note:

- If you do not press any keys within 10 seconds after a voice prompt, "Thank you for your call" will be heard and the call will be disconnected.

7.6.3 Remote operation using remote commands

[1] Repeat (During playback)

- The current message is repeated.
- If pressed within 5 seconds of playback, the previous message will be played.

[2] Skip (During playback)

- The current message is skipped. The next message is played.

[4] New message playback

- Only new messages are played back.

[5] All message playback

- All messages are played back.

[7] Record greeting message

- After the long beep, talk for up to 16 seconds. Press **[9]** to end. The new greeting message will be played back.

[9] Stop

- Operation is stopped temporarily.
- To resume operation, enter a remote command within 15 seconds, or the voice menu will start (page 72).

[*][4] To erase a specific message (During playback)

- The current message is erased.
- A short beep will sound and the next message will be played.

[*][5] To erase all messages

- All recorded messages in the mailbox are erased.
- A long beep will sound and the unit will announce "Mailbox (no.), no messages."

[0] To turn OFF the answering machine

- The unit hangs up and will not answer calls until turned ON again (page 58, 72).

[#][1] To select mailbox 1

- Mailbox 1 is selected and the unit announces the number of new messages in the mailbox.

[#][2] To select mailbox 2

- If mailbox 2 has a password (feature #51 on page 78, or page 85), enter it. Mailbox 2 is selected and the unit announces the number of new messages in the mailbox.

[#][3] To select mailbox 3

- If mailbox 3 has a password (feature #52 on page 78, or page 85), enter it. Mailbox 3 is selected and the unit announces the number of new messages in the mailbox.

To turn ON the AUTO ANSWER mode

Call your unit and let it ring 15 rings.

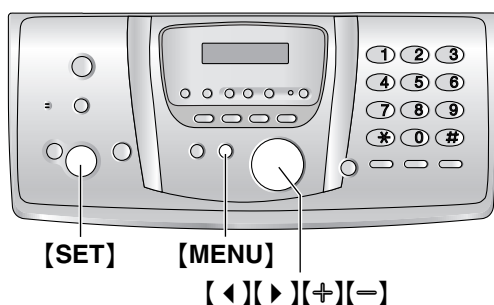
- The unit will answer your call with the greeting message, and AUTO ANSWER mode will be turned ON.
- When AUTO ANSWER is turned ON, the receiving mode will be set to FAX ONLY or TAM/FAX mode, depending on the setting of feature #77 (page 80).

7.6.4 Interrupting remote operation

If you mistakenly answer the call while a user is accessing a mailbox from a remote location:

- 1 Press **[HOLD/INTERCOM]** on the handset or **[TRANSFER]** on the base unit.
- 2 Press **[9]**.
 - The user can then access a mailbox by entering the remote code or the mailbox password.

8.1 Base unit programming



8.1.1 Programming basic features

- 1 Press **[MENU]**.
- 2 Select the feature you wish to program. Press **[◀]** or **[▶]** repeatedly to display the desired feature.
 - The current setting of the feature will be displayed.
- 3 Press **[+]** or **[-]** repeatedly to display the desired setting.
 - This step may be slightly different depending on the feature.
- 4 Press **[SET]**.
 - The setting you selected is set, and the next feature will be displayed.
- 5 To exit programming, press **[MENU]**.

8.1.2 Programming advanced features

- 1 Press **[MENU]**.
- 2 Press **[◀]** or **[▶]** repeatedly to display "ADVANCE SETTINGS".
- 3 Press **[SET]**.
- 4 Select the feature you wish to program. Press **[◀]** or **[▶]** repeatedly to display the desired feature.
 - The current setting of the feature will be displayed.
- 5 Press **[+]** or **[-]** repeatedly to display the desired setting.
 - This step may be slightly different depending on the feature.

- 6 Press **[SET]**.
 - The setting you selected is set, and the next feature will be displayed.
- 7 To exit programming, press **[MENU]**.

Note:

- To exit programming, press **[MENU]** at any time.

Programming by entering the program code number directly

You can select a feature by directly entering its program code (# and a 2-digit number) instead of using **[◀]** or **[▶]**.

1. Press **[MENU]**.
2. Press **[#]** and the 2-digit code (page 75 to page 80).
3. Press **[+]** or **[-]** repeatedly to display the desired setting.
 - This step may be slightly different depending on the feature.
4. Press **[SET]**.
5. To exit programming, press **[MENU]**.

8.2 Basic features

Code #00: Setting the Quick Setup

QUICK SETUP
PRESS SET

See page 23 for details.

Code #01: Setting the date and time

SET DATE & TIME
PRESS SET

See page 31 for details.

Code #02: Setting your logo

YOUR LOGO
PRESS SET

See page 32 for details.

Code #03: Setting your fax number

YOUR FAX NO.
PRESS SET

See page 34 for details.

Code #04: Printing a sending report

SENDING REPORT
MODE=ERROR [±]

To print a sending report for fax transmission results (page 54).

“ERROR” (default): A sending report will be printed only when fax transmission fails.

“ON”: A sending report will be printed after every transmission.

“OFF”: Sending reports will not be printed.

Code #06: Changing the ring setting in FAX ONLY mode

FAX RING COUNT
RINGS=3 [±]

To change the number of rings before the unit answers a call in FAX ONLY mode.

You can select “1”, “2”, “3” (default) or “4”.

Code #06: Changing the ring setting in TAM/FAX mode

TAM RING COUNT
RINGS=3 [±]

To change the number of rings before the unit answers a call in TAM/FAX mode. You can select “2”, “3” (default), “4”, “5”, “6”, “7” or “TOLL SAVER”. See page 59 for details.

Note:

- You can also program this feature with the handset (page 84).

Code #10: Changing the maximum recording time for incoming messages

RECORDING TIME
MODE=3 MIN [±]

“1 MIN”, “2 MIN” or “3 MIN” (default): 1 minute to 3 minutes.

“GREETING ONLY”: Only plays your greeting message.

Note:

- If you select “GREETING ONLY”, the unit will answer a call with the greeting message, and then hang up. The unit will not record any incoming messages.
- You can also program this feature with the handset (page 84).

Code #11: Setting the remote operation ID

REMOTE TAM ID
ID=11

- Press [MENU].
- Press [⇄], then [1][1].
- Enter a 2-digit number (00–99).
 - The default ID is “11”.
- Press [SET].
- Press [MENU].

Note:

- You can also program this feature with the handset (page 85).

Code #13: Setting the dialing mode

DIALING MODE
MODE=TONE [±]

If you cannot make calls, change this setting depending on your telephone line service.

“TONE” (default): For tone dial service.

“PULSE”: For rotary pulse dial service.

Note:

- You can also program this feature with the handset (page 86).

Code #16: Setting the recording paper size

PAPER SIZE
=LETTER [±]

“LETTER” (default): Letter or legal size paper.

“A4”: A4 size paper.

Code #17: Setting the ringer tone for outside calls

RINGER TONE =TONE 1 [±]

To set the base unit ringer tone from one of 7 patterns for outside calls. You can select “TONE 1” (default), “TONE 2”, “TONE 3”, “MELODY 1”, “MELODY 2”, “MELODY 3” or “MELODY 4”.

Note:

- You can also program this feature with the handset (page 83).
- To set the handset ringer tone, see page 83.
- If you have downloaded ringer melodies using the openLCR service, they can also be selected. See page 109 for details.

8.3 Advanced features

Code #21: Activating the Talking Caller ID feature

TALK CALLER ID MODE=ON [±]

“ON” (default): Caller names will be announced from the speakerphone.

“OFF”: Deactivates this feature.

Note:

- If the ringer volume is OFF, caller names will not be announced.

Code #22: Setting the journal report to print automatically

AUTO JOURNAL MODE=ON [±]

“ON” (default): The unit will print a journal report automatically after every 30 new fax transmissions and receptions (page 54).

“OFF”: The unit will not print a journal report, but will keep a record of the last 30 fax transmissions and receptions.

Code #23: Sending documents overseas

OVERSEAS MODE MODE=ERROR [±]

If you cannot send a fax overseas even if the number is correct and the line is connected, activate this feature before sending the fax. This feature improves the reliability by reducing the transmission speed.

“NEXT FAX”: This setting is effective only for the next attempted fax transmission. After transmission, the unit will return to the previous setting.

“ERROR” (default): When the previous fax transmission fails and you wish to re-send the document.

“OFF”: Deactivates this feature.

Note:

- This feature is not available for broadcast transmission.
- Calling charges may be higher than usual.

Code #25: Sending a fax at a specific time

DELAYED SEND MODE=OFF [±]

This feature allows you to take advantage of low-cost calling hours offered by your telephone company. This feature can be set up to 24 hours in advance of the desired time.

To send a document:

1. Insert the document.
2. If necessary, press **[+]** or **[-]** repeatedly to select the desired resolution (page 53).
3. Press **[MENU]**.
4. Press **[⇄]** then **[2][5]**.
5. Press **[+]** or **[-]** repeatedly to select “ON”.
6. Press **[SET]**.
7. Enter the fax number.
8. Press **[SET]**.
9. Enter the transmission start time.
 - Press **[*]** repeatedly to select “AM” or “PM”.
10. Press **[SET]**.
11. Press **[MENU]**.

Note:

- To cancel after programming, press **[STOP]** then **[SET]**.

Code #26: Setting the Caller ID list to print automatically

```
AUTO CALL. LIST
MODE=OFF      [±]
```

“ON”: The Caller ID list will be printed automatically each time the base unit logs 30 different callers (page 43).

“OFF” (default): The Caller ID list will not be printed, but the unit will keep a record of the information for the last 30 different callers.

Code #31: Activating the Distinctive Ring feature

```
DISTINCTIVE RING
MODE=OFF      [±]
```

See page 61 for details.

Code #32: Setting the ring pattern for fax (Distinctive Ring feature)

```
FAX RING PATTERN
RING=B-D     [±]
```

See page 62 for details.

Code #34: Setting the quick scan

```
QUICK SCAN
MODE=OFF     [±]
```

This feature is helpful when you want to remove the document for other uses, because the unit will release the document before sending or copying.

“ON”: The unit will scan the document and store it into memory first, then the unit will start sending or copying.

“OFF” (default): Deactivates this feature.

Note:

- If the document exceeds the memory capacity, sending of the whole document or copying of the exceeded document will be canceled and this feature will be turned OFF automatically.

Code #36: Receiving oversized documents

```
RCV REDUCTION
MODE=92%    [±]
```

If the size of the document sent by the other party is as large as or larger than the recording paper, the unit can reduce the document and print it. Select the desired reduction rate.

Setting	Recording paper size	Original document size
“100%”	Legal	Letter, A4
	A4	Letter
“92%” (default)	Letter	Letter
	Legal	Legal
	A4	A4
“86%”	Letter	A4
“72%”	Letter	Legal
	A4	Legal

Code #39: Changing the base unit display contrast

```
LCD CONTRAST
MODE=NORMAL  [±]
```

“NORMAL” (default): For normal contrast.

“DARKER”: Used when the display contrast is too light.

Note:

- To change the handset display contrast, see page 86.

Code #41: Changing the fax activation code

```
FAX ACTIVATION
MODE=ON     [±]
```

If you wish to use a handset (page 57) or an extension telephone (page 57) to receive faxes,

8. Programmable Features

activate this feature and program the activation code.

1. Press **[MENU]**.
2. Press **[#]**, then **[4][1]**.
3. Press **[+]** or **[-]** repeatedly to select "ON".
4. Press **[SET]**.
5. Enter your code from 2 to 4 digits, using 0–9, **[*]** and **[#]**.
 - The default code is "*#9".
 - Do not enter "0000".
6. Press **[SET]**.
7. Press **[MENU]**.

Code #44: Setting the memory reception alert

RECEIVE ALERT MODE=ON [±]

To alert you with a beeping sound when a received fax document is stored into memory due to some existing problem.

The slow beeps will continue until you clear the printing problem and make sure the unit is supplied with enough paper to print the stored document.

"ON" (default): You will hear a beeping sound.
"OFF": Deactivates this feature.

Code #46: Setting friendly reception

FRIENDLY RCV MODE=ON [±]

To receive a fax automatically when you answer a call and hear a fax calling tone (slow beep).

"ON" (default): You do not have to press **[FAX/START]** for fax reception.

"OFF": You have to press **[FAX/START]** for fax reception.

Code #47: Setting the fax voice guidance

FAX GUIDANCE MODE=ON [±]

If you wish to hear voice guidance for fax transmission/reception, activate this feature.

"ON" (default): You will hear voice guidance.
"OFF": Deactivates this feature.

"ERROR": To hear voice guidance only when fax transmission/reception fails.

Code #51: Setting the mailbox 2 password

BOX2 PASSWORD ID=

To prevent other users from retrieving your messages, program a password for mailbox 2.

1. Press **[MENU]**.

2. Press **[#]**, then **[5][1]**.
 - If the password has already been assigned to the mailbox, it is displayed.
3. Enter a 2-digit number (00–99).
 - If you entered a wrong number, press **[STOP]** and enter the password again.
4. Press **[SET]**.
5. Press **[MENU]**.

To check the password

Repeat steps 1 and 2.

- The password is displayed. When finished, press **[MENU]**.

To erase the password

Press **[STOP]** in step 3, and press **[SET]**.

- You will be able to access the mailbox without entering the password.

Note:

- You can also program this feature with the handset (page 85).

Code #52: Setting the mailbox 3 password

BOX3 PASSWORD ID=

To prevent other users from retrieving your messages, program a password for mailbox 3.

1. Press **[MENU]**.
2. Press **[#]**, then **[5][2]**.
 - If the password has already been assigned to the mailbox, it is displayed.
3. Enter a 2-digit number (00–99).
 - If you entered a wrong number, press **[STOP]** and enter the password again.
4. Press **[SET]**.
5. Press **[MENU]**.

To check the password

Repeat steps 1 and 2.

- The password is displayed. When finished, press **[MENU]**.

To erase the password

Press **[STOP]** in step 3, and press **[SET]**.

- You will be able to access the mailbox without entering the password.

Note:

- You can also program this feature with the handset (page 85).

Code #53: Changing the recording sound quality for incoming messages

RECORDING MODE =STANDARD [±]

“STANDARD” (default): Recording sound quality is standard, and the maximum recording time is approximately 15 minutes.

“ENHANCED”: Recording sound quality is clearer, and the maximum recording time is approximately 7 minutes.

Code #54: Changing the recording time for your TAM/FAX greeting message

GREETING TIME MODE=16s [±]

“16s” (default): Maximum recording time is 16 seconds.

“60s”: Maximum recording time is 60 seconds. See page 66 for details.

Code #59: Copying phone book data from the base unit to a handset

COPY PHONE BOOK =1 ITEM [±]

See page 42 for details.

Code #62: Setting line mode

SET LINE MODE MODE=B [±]

The default setting of the line mode is “B”. Generally leave this setting to “B”. If a change of the line mode setting is required by our customer call center or service personnel, change the line mode to “A”.

Note:

- You can also program this feature with the handset (page 87).

Code #67: Setting the incoming message monitor

ICM MONITOR MODE=ON [±]

To hear an incoming message (ICM) from the speaker when the answering machine is recording the message.

“ON” (default): You can monitor the incoming message.

“OFF”: Deactivates this feature.

Code #72: Setting flash time

SET FLASH TIME MODE=700ms [±]

The flash time depends on your telephone exchange or host PBX.

You can select “90ms” (milliseconds), “100ms”, “110ms”, “250ms”, “300ms”, “400ms”, “600ms” or “700ms” (default).

Note:

- If the unit is connected via a PBX, PBX functions (transferring a call etc.) might not work correctly. Consult your PBX supplier for the correct setting.
- You can also program this feature with the handset (page 86).

Code #73: Setting incoming call tone

INCOMING CALL TONE=2 [±]

During an intercom call (page 49) or while using the room monitor feature (page 52), you can be informed by 2 tones if a call arrives.

“2” (default): The incoming call tone will sound 2 times.

“ON”: The incoming call tone will be heard for as long as the line rings.

“OFF”: Deactivates this feature.

Note:

- You can also program this feature with the handset (page 84).
- To set the handset incoming call tone, see page 84.

Code #74: Setting room monitor

ROOM MONITOR MODE=OFF [±]

See page 52 for details.

Code #75: Setting the Caller ID number auto edit feature

CALLER ID EDIT MODE=ON [±]

See page 46 for details.

Code #76: Setting the connecting tone

CONNECTING TONE MODE=ON [±]

If you often have trouble when sending faxes, this feature allows you to hear connecting tones: fax tone, ring back tone and busy tone. You can use those tones to confirm the status of the other party's machine.

“ON” (default): You will hear connecting tones.

“OFF”: Deactivates this feature.

Note:

- If the ring back tone continues, the other party's machine may not be a fax machine or may have run out of paper. Check with the other party.
- The connecting tone volume cannot be adjusted.

Code #77: Changing the receiving mode in the AUTO ANSWER setting

```
AUTO ANSWER
MODE=TAM/FAX [±]
```

“TAM/FAX” (default): Telephone Answering Machine/Fax mode (page 58)

“FAX ONLY”: Fax only mode (page 59)

Code #80: Resetting advanced features to their default settings

```
SET DEFAULT
RESET=NO [±]
```

To reset the advanced features:

1. Press **[MENU]**.
2. Press **[⇄]**, then **[8][0]**.
3. Press **[+]** or **[-]** repeatedly to select “YES”.
4. Press **[SET]**.
5. Press **[SET]** again.
6. Press **[MENU]**.

8.4 Direct commands for base unit programming features

You can also select the desired setting by directly entering the program code (# and a 2-digit number) and direct command.

For more details on the features, see page 75 to page 80.

- 1 Press **[MENU]**.
- 2 Press **[⇄]** and the 2-digit code number.
- 3 Press the desired direct command to display the desired setting.
 - This step may be slightly different depending on the feature.
- 4 Press **[SET]**.
- 5 To exit programming, press **[MENU]**.

8.4.1 Program code and direct command button

[⇄][0][0] Quick Setup

- **[1]**: “TAM/FAX” (default)
- **[2]**: “DIST. RING”
- **[3]**: “TEL ONLY”
- **[4]**: “FAX ONLY”
- Press **[SET]** 2 times before pressing the direct command button.

[⇄][0][1] Date and time

- Enter the date and time using the dial keypad. See page 31 for details.

[⇄][0][2] Your logo

- Enter your logo using the dial keypad. See page 32 for details.

[⇄][0][3] Your fax number

- Enter your fax number using the dial keypad. See page 34 for details.

[⇄][0][4] Sending report

- **[1]**: “ON”
- **[2]**: “OFF”
- **[3]**: “ERROR” (default)

[⇄][0][6] FAX ring count

- **[1]**: “1”
- **[2]**: “2”
- **[3]**: “3” (default)
- **[4]**: “4”

[✎][0][6] TAM ring count

- [2]: "2"
- [3]: "3" (default)
- [4]: "4"
- [5]: "5"
- [6]: "6"
- [7]: "7"
- [0]: "TOLL SAVER"

[✎][1][0] Caller's recording time

- [1]: "1 MIN"
- [2]: "2 MIN"
- [3]: "3 MIN" (default)
- [0]: "GREETING ONLY"

[✎][1][1] Remote operation ID

- Enter a 2-digit number (00-99).

[✎][1][3] Dialing mode

- [1]: "PULSE"
- [2]: "TONE" (default)

[✎][1][6] Paper size

- [1]: "LETTER" (default)
- [2]: "A4"

[✎][1][7] Ringer tone

- [1]: "TONE 1" (default)
- [2]: "TONE 2"
- [3]: "TONE 3"
- [4]: "MELODY 1"
- [5]: "MELODY 2"
- [6]: "MELODY 3"
- [7]: "MELODY 4"
- [8]: Downloaded melody pattern 1
- [9]: Downloaded melody pattern 2

[✎][2][1] Talking Caller ID

- [1]: "ON" (default)
- [2]: "OFF"

[✎][2][2] Automatic journal report

- [1]: "ON" (default)
- [2]: "OFF"

[✎][2][3] Overseas mode

- [1]: "NEXT FAX"
- [2]: "OFF"
- [3]: "ERROR" (default)

[✎][2][5] Delayed send

- [1]: "ON"
- [2]: "OFF" (default)
- If you select "ON", next enter the fax number and transmission time using the dial keypad (see feature #25 on page 76 for details).

[✎][2][6] Automatic Caller ID list

- [1]: "ON"
- [2]: "OFF" (default)

[✎][3][1] Distinctive Ring

- [1]: "ON"
- [2]: "OFF" (default)

[✎][3][2] Fax ring pattern

- [1]: "A"
- [2]: "B"
- [3]: "C"
- [4]: "D"
- [5]: "B-D" (default)

[✎][3][4] Quick scan

- [1]: "ON"
- [2]: "OFF" (default)

[✎][3][6] Receiving reduction

- [1]: "72%"
- [2]: "86%"
- [3]: "92%" (default)
- [4]: "100%"

[✎][3][9] Display contrast

- [1]: "NORMAL" (default)
- [2]: "DARKER"

[✎][4][1] Fax activation code

- [1]: "ON" (default)
- [2]: "OFF"
- If you select "ON", next enter your code from 2 to 4 digits using 0-9, [*] and [✎].

[✎][4][4] Memory reception alert

- [1]: "ON" (default)
- [2]: "OFF"

[✎][4][6] Friendly reception

- [1]: "ON" (default)
- [2]: "OFF"

[✎][4][7] Fax voice guidance

- [1]: "ON" (default)
- [2]: "OFF"
- [3]: "ERROR"

[✎][5][1] Mailbox 2 password

- Enter a 2-digit number (00-99).

[✎][5][2] Mailbox 3 password

- Enter a 2-digit number (00-99).

[✎][5][3] Recording sound quality mode

- [1]: "STANDARD" (default)
- [2]: "ENHANCED"

[*][5][4] Greeting time

- [1]: "16s" (default)
- [2]: "60s"

[*][5][9] Copy phone book

- [1]: "1 ITEM" (default)
- [2]: "ALL ITEMS"

[*][6][2] Line mode

- [1]: "A"
- [2]: "B" (default)

[*][6][7] Incoming message monitor

- [1]: "ON" (default)
- [2]: "OFF"

[*][7][2] Flash time

- [1]: "90ms"
- [2]: "100ms"
- [3]: "110ms"
- [4]: "250ms"
- [5]: "300ms"
- [6]: "400ms"
- [7]: "600ms"
- [8]: "700ms" (default)

[*][7][3] Incoming call tone

- [1]: "OFF"
- [2]: "2" (default)
- [3]: "ON"

[*][7][4] Room monitor

- [1]: "ON"
- [2]: "OFF" (default)

[*][7][5] Caller ID number auto edit

- [1]: "ON" (default)
- [2]: "OFF"

[*][7][6] Connecting tone

- [1]: "ON" (default)
- [2]: "OFF"

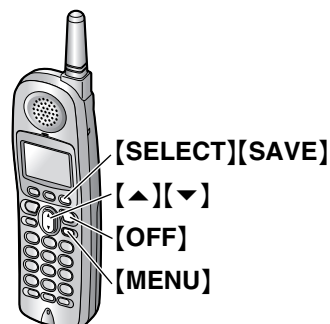
[*][7][7] AUTO ANSWER

- [1]: "TAM/FAX" (default)
- [2]: "FAX ONLY"

[*][8][0] Set default

- [1]: "YES"
 - [2]: "NO" (default)
- If you select "YES", press **[SET]** 2 times, then press **[MENU]** to exit programming.

8.5 Handset programming



Important information

- Make sure the handset and base unit are not being used. The handset must be operated near the base unit and while OFF the charger.

Note:

- To exit programming, press **[OFF]** at any time.

8.5.1 Function menu table

After pressing **[MENU]**, the main menu is displayed. Most items in the main menu have a sub-menu. See the corresponding pages for function details.

Main menu	Sub-menu
Ringer setting	Ringer volume (page 29)
	Ringer tone (page 83)
	Incoming call (for handset) (page 84)
Date and time (page 31)	-----
Voice enhancer (page 35)	-----
Caller IQ	View info.? (page 109)
	Get new info.? (page 109)
	Turn CIQ off? (page 110)
Copy phone book	Copy 1 item (page 41)
	Copy all items (page 42)
Talking Caller ID (page 84)	-----

Main menu	Sub-menu
Initial setting	Set answering <ul style="list-style-type: none"> • Number of rings (page 84) • Recording time (page 84) • Remote code (page 85) • Set mailbox2&3 (page 85) • Recording mode (page 85)
	Message alert (page 85)
	LCD contrast (page 86)
	Key tone (page 86)
	Auto talk (page 86)
	Room monitor (for handset) (page 52)
	Caller ID edit (page 46)
	Set tel line <ul style="list-style-type: none"> • Set dial mode (page 86) • Set flash time (page 86) • Set line mode (page 87)
	Set base unit <ul style="list-style-type: none"> • Ringer tone (for base unit) (page 83) • Incoming call (for base unit) (page 84) • Room monitor (for base unit) (page 87) • Talking Caller ID (for base unit) (page 84)
	Registration <ul style="list-style-type: none"> • HS registration (page 90) • Deregistration (page 90)
Change language (page 87)	

8.5.2 Programmable functions

Setting ringer tone for outside calls

To set the handset ringer tone from one of 7 patterns for outside calls. You can select “**Tone 1**” (default), “**Tone 2**”, “**Tone 3**”, “**Melody 1**”, “**Melody 2**”, “**Melody 3**” or “**Melody 4**”.

– Handset ringer tone

1. Press **[MENU]**.
2. Press the soft key (**[SELECT]**) at “**Ringer setting**”.
3. Scroll to “**Ringer tone**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
 - You can also select the ringer tone by pressing **[1]** to **[7]**.
 - If you downloaded melodies from openLCR (page 109), they can be selected by pressing **[8]** or **[9]**.
5. Press the soft key (**[SAVE]**).

6. Press **[OFF]**.

– Base unit ringer tone

Use the handset

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Set base unit**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Press the soft key (**[SELECT]**) at “**Ringer tone**”.
5. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
 - You can also select the ringer tone by pressing **[1]** to **[7]**.
 - If you downloaded melodies from openLCR (page 109), they can be selected by pressing **[8]** or **[9]**.
6. Press the soft key (**[SAVE]**).
7. Press **[OFF]**.

Note:

- To set the base unit ringer tone using the base unit, see feature #17 on page 76.
- If you have downloaded ringer melodies using the openLCR service, they can also be selected. See page 109 for details.

Setting incoming call tone

During an intercom call (page 49) or while using the room monitor feature (page 52), you can be informed of incoming calls by 2 tones.

8. Programmable Features

“2” (default): The incoming call tone will sound 2 times.

“On”: The incoming call tone will be heard for as long as the line rings.

“off”: Deactivates this feature.

– Handset incoming call tone

1. Press **[MENU]**.
2. Press the soft key (**[SELECT]**) at “**Ringer setting**”.
3. Scroll to “**Incoming call.**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
5. Press the soft key (**[SAVE]**).
6. Press **[OFF]**.

– Base unit incoming call tone

Use the handset.

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Set base unit**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Scroll to “**Incoming call.**” by pressing **[▼]** or **[▲]** repeatedly, then press the soft key (**[SELECT]**).
5. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
6. Press the soft key (**[SAVE]**).
7. Press **[OFF]**.

Note:

- You can also program the base unit incoming call tone with the base unit (feature #73 on page 79).

Setting the Talking Caller ID feature

See page 43 for details on the Talking Caller ID feature.

– Handset Talking Caller ID

1. Press **[MENU]**.
2. Scroll to “**Talk Caller ID**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
4. Press the soft key (**[SAVE]**).
5. Press **[OFF]**.

– Base unit Talking Caller ID

Use the handset

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Set base unit**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Scroll to “**Talk Caller ID**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
5. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
6. Press the soft key (**[SAVE]**).
7. Press **[OFF]**.

Changing the ring setting in TAM/FAX mode

To change the number of rings before the unit answers a call in TAM/FAX mode. You can select “2”, “3” (default), “4”, “5”, “6”, “7” or “**Toll saver**”. See page 59 for details.

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Press the soft key (**[SELECT]**) at “**Set answering**”.
4. Press the soft key (**[SELECT]**) at “**Number of rings**”.
5. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
 - You can also select the number of rings by pressing **[0]** (“**Toll saver**”), or **[2]** to **[7]**.
6. Press the soft key (**[SAVE]**).
7. Press **[OFF]**.

Note:

- You can also program this feature with the base unit (feature #06 on page 75).

Changing the maximum recording time for each incoming message

“1min”, “2min” or “3min” (default): 1 minute to 3 minutes.

“**Greeting only**”: Only plays your greeting message.

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Press the soft key (**[SELECT]**) at “**Set answering**”.

4. Scroll to “**Recording time**” by pressing [▼] or [▲], then press the soft key ([SELECT]).
5. Press [▼] or [▲] repeatedly to select the desired setting.
 - You can also select the recording time by pressing [1] (1 minute), [2] (2 minutes), [3] (3 minutes) or [0] (“**Greeting only**”).
6. Press the soft key ([SAVE]).
7. Press [OFF].

Note:

- If you select “**Greeting only**”, the unit will answer a call with the greeting message, and then hang up. The unit will not record any incoming messages.
- You can also program this feature with the base unit (feature #10 on page 75).

Setting remote operation code

1. Press [MENU].
2. Scroll to “**Initial setting**” by pressing [▼] or [▲], then press the soft key ([SELECT]).
3. Press the soft key ([SELECT]) at “**Set answering**”.
4. Scroll to “**Remote code**” by pressing [▼] or [▲], then press the soft key ([SELECT]).
5. Enter a remote code using a 2-digit number (00–99).
 - The default setting is “11”.
6. Press the soft key ([SAVE]).
7. Press [OFF].

Note:

- You can also program this feature with the base unit (feature #11 on page 75).

Setting the mailbox 2 or 3 password

To prevent other users from retrieving your messages, program a password for mailbox 2 or 3.

1. Press [MENU].
2. Scroll to “**Initial setting**” by pressing [▼] or [▲], then press the soft key ([SELECT]).
3. Press the soft key ([SELECT]) at “**Set answering**”.
4. Scroll to “**Set mailbox2&3**” by pressing [▼] or [▲], then press the soft key ([SELECT]).
5. Select the desired mailbox by pressing [▲] (“**Mailbox2**”) or [▼] (“**Mailbox3**”).

- If the password has previously been assigned to the mailbox, it is displayed.
6. Enter a 2-digit number (00–99).
 - If you entered a wrong number, press the soft key ([CLEAR]), then enter the password again.
 7. Press the soft key ([SAVE]).
 8. Press [OFF].

To check the password

Repeat steps 1 to 5.

- The password is displayed. When finished, press [OFF].

To erase the password

Press the soft key ([CLEAR]) in step 6, and press the soft key ([SAVE]), then press [OFF].

- You will be able to access the mailbox without entering the password.

Note:

- You can also program this feature with the base unit (feature #51 on page 78 and feature #52 on page 78).

Changing the recording sound quality for incoming messages

2 recording modes are available. “**Standard recording 15min**” (default) provides more recording time (15 minutes) and standard sound quality. “**Enhanced recording 7min**” provides less recording time (7 minutes) but clearer sound quality.

1. Press [MENU].
2. Scroll to “**Initial setting**” by pressing [▼] or [▲], then press the soft key ([SELECT]).
3. Press the soft key ([SELECT]) at “**Set answering**”.
4. Scroll to “**Recording mode**” by pressing [▼] or [▲], then press the soft key ([SELECT]).
5. Press [▼] or [▲] repeatedly to select the desired setting.
 - You can also select the recording mode by pressing [1] (“**Standard**”) or [2] (“**Enhanced**”).
6. Press the soft key ([SAVE]).
7. Press [OFF].

Setting the message alert

You can select whether or not the Ringer/Message alert indicator on the handset will flash when new messages have been recorded (page 67). The default setting is OFF.

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1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Message alert**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Press **[▼]** or **[▲]** to select the desired setting.
5. Press the soft key (**[SAVE]**).
6. Press **[OFF]**.

Note:

- The Ringer/Message alert indicator will not flash for new messages while the handset is in use.
- The Ringer/Message alert indicator acts as a ringer indicator and as a message alert indicator. This indicator will flash rapidly when a call is received whether this feature is ON or OFF.
- Battery life may be shortened when using this feature (page 22).

Changing the handset display contrast

You can adjust the handset display contrast. There are 6 levels. The default setting is level 3.

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**LCD contrast**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
5. Press the soft key (**[SAVE]**).
6. Press **[OFF]**.

Note:

- To change the base unit display contrast, see feature #39 on page 77.

Setting the key tone

You can select whether or not key tones are heard when keys are pressed. Includes confirmation tones and error tones. The default setting is ON.

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Key tone**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).

4. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
5. Press the soft key (**[SAVE]**).
6. Press **[OFF]**.

Setting auto talk feature

This feature allows you to answer a call by lifting the handset off the charger without pressing **[TALK]** or **[SP-PHONE]**. The default setting is OFF.

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Auto talk**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
5. Press the soft key (**[SAVE]**).
6. Press **[OFF]**.

Note:

- If you subscribe to Caller ID service and want to view the caller's information on the handset display after lifting up the handset to answer a call, turn OFF this feature.

Setting dialing mode

If you cannot make calls, change this setting depending on your telephone line service. “**Tone**” (default): For tone dial service. “**Pulse**”: For rotary pulse dial service.

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Set tel line**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Press the soft key (**[SELECT]**) at “**Set dial mode**”.
5. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
6. Press the soft key (**[SAVE]**).
7. Press **[OFF]**.

Note:

- You can also program this feature with the base unit (feature #13 on page 75).

Setting the flash time

The flash time depends on your telephone exchange or host PBX.

You can select: “90ms” (milliseconds), “100ms”, “110ms”, “250ms”, “300ms”, “400ms”, “600ms” or “700ms” (default).

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Set tel line**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Scroll to “**Set flash time**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
5. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
6. Press the soft key (**[SAVE]**).
7. Press **[OFF]**.

Note:

- If the unit is connected via a PBX, PBX functions (transferring a call etc.) might not work correctly. Consult your PBX supplier for the correct setting.
- You can also program this feature with the base unit (feature #72 on page 79).

Setting line mode

The line mode is preset to “B” and generally should not be adjusted. If “**IN USE**” is not displayed on the handset properly, the line mode selection is incorrect. Set line mode to “A”.

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Set tel line**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Scroll to “**Set line mode**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
5. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
6. Press the soft key (**[SAVE]**).
7. Press **[OFF]**.

Note:

- You can also program this feature with the base unit (feature #62 on page 79).

Setting the room monitor feature

See page 52 for details. To turn ON the base unit room monitor feature using the handset, program as follows:

1. Press **[MENU]**.

2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Set base unit**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Scroll to “**Room monitor**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
5. Press **[▼]** or **[▲]** repeatedly to select the desired setting.
6. Press the soft key (**[SAVE]**).
7. Press **[OFF]**.

Note:

- You can also set the base unit room monitor feature using the base unit (feature #74 on page 52).

Changing the display language

You can select either “**English**” (default) or “**Spanish**” for the display language.

1. Press **[MENU]**.
2. Scroll to “**Initial setting**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
3. Scroll to “**Change language**” by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
4. Press **[▼]** or **[▲]** repeatedly to select the desired language.
 - You can also select by pressing the soft key (**[ENGLISH]** or **[ESPAÑOL]**).
5. Press the soft key (**[SAVE]** or **[GUARDAR]**).
6. Press **[OFF]**.

8.6 Direct commands for handset programming features

You can also select the desired setting by directly entering the program code ([0] to [9], [*] and [#]) and direct command.

For more details on the features, see page 83 to page 87.

- 1 Press [MENU].
- 2 Press the code number ([0] to [9], [*] and [#]).
- 3 Press the desired direct command to display the desired setting.
 - This step may be slightly different depending on the feature.
- 4 Press the soft key ([SAVE]).

8.6.1 Program code and direct command button

[1][1] Ringer volume

- [1]: Low
- [2]: Medium
- [3]: High (default)
- [0]: Off

[1][2] Ringer tone (handset)

- [1]: “Tone 1” (default)
- [2]: “Tone 2”
- [3]: “Tone 3”
- [4]: “Melody 1”
- [5]: “Melody 2”
- [6]: “Melody 3”
- [7]: “Melody 4”
- [8]: Downloaded melody pattern 1
- [9]: Downloaded melody pattern 2

[1][3] Incoming call tone (handset)

- [1]: “On”
- [2]: “2” (default)
- [0]: “Off”

[4] Date and time

- Enter the date and time using the dial keypad. See page 31 for details.

[5] Voice enhancer

- [1]: “On”
- [0]: “Off” (default)

[7][1] Activate Caller IQ

- You must subscribe to the openLCR service beforehand (page 108).

[7][2] View information using Caller IQ

- Scroll to the desired information by pressing [▼] or [▲]. See page 109 for details.
- You must subscribe to the openLCR service beforehand (page 108). If information is not downloaded to your unit, “Get new info.?” will be displayed. To download information, see page 109.
- After pressing [7], make sure “View Info.?” is displayed, then press the next command. If Caller IQ is turned OFF, “Turn CIQ on?” is displayed after pressing [7].

[7][3] Get new information using Caller IQ

- Follow the voice prompt to start downloading. See page 109 for details.
- You must subscribe to the openLCR service beforehand (page 108).
- After pressing [7], make sure “View Info.?” is displayed, then press the next command. If Caller IQ is turned OFF, “Turn CIQ on?” is displayed after pressing [7].

[7][4] Turn Caller IQ OFF

- You must subscribe to the openLCR service beforehand (page 108).
- After pressing [7], make sure “View Info.?” is displayed, then press the next command. If Caller IQ is turned OFF, “Turn CIQ on?” is displayed after pressing [7].

[7][5] Turn Caller IQ ON

- You must subscribe to the openLCR service beforehand (page 108).
- After pressing [7], make sure “View Info.?” is displayed, then press the next command. If Caller IQ is turned OFF, “Turn CIQ on?” is displayed after pressing [7].

[9] Talking Caller ID

- [1]: “On” (default)
- [0]: “Off”

[#][1] Copy phone book (1 item)

- Select the destination extension number ([0] to [4]). See page 41 for details.

[#][2] Copy phone book (all items)

- Select the destination extension number ([0] to [4]). See page 42 for details.

[0][1] LCD contrast

- [1]: Level 1

- [2]: Level 2
- [3]: Level 3 (default)
- [4]: Level 4
- [5]: Level 5
- [6]: Level 6

[0][2] Key tone

- [1]: "On" (default)
- [0]: "Off"

[0][3] Auto talk

- [1]: "On"
- [0]: "Off" (default)

[0][4] Caller ID number auto edit

- [1]: "On" (default)
- [0]: "Off"

[0][5][1] Set dial mode

- [1]: "Pulse"
- [2]: "Tone" (default)

[0][5][2] Set flash time

- [1]: "700ms" (default)
- [2]: "600ms"
- [3]: "400ms"
- [4]: "300ms"
- [5]: "250ms"
- [6]: "110ms"
- [7]: "100ms"
- [8]: "90ms"

[0][5][3] Set line mode

- [1]: "A"
- [2]: "B" (default)

[0][6][1] Number of rings

- [2]: "2"
- [3]: "3" (default)
- [4]: "4"
- [5]: "5"
- [6]: "6"
- [7]: "7"
- [0]: "Toll saver"

[0][6][2] Recording time

- [1]: "1min"
- [2]: "2min"
- [3]: "3min" (default)
- [0]: "Greeting only"

[0][6][3] Remote code

- Enter a 2-digit number (00-99). See page 85 for details.

[0][6][4] Recording mode

- [1]: "Standard recording 15min" (default)

- [2]: "Enhanced recording 7min"

[0][6][5] Mailbox 2/Mailbox 3 password

- Select the desired mail box by pressing [▲] ("Mailbox2") or [▼] ("Mailbox3"). See page 85 for details.

[0][8] Change language

- [1]: "English" (default)
- [2]: "Spanish"

[0][9] Room monitor (handset)

- [1]: "On"
- [0]: "Off" (default)

[0][#] Message alert

- [1]: "On"
- [0]: "Off" (default)

[0][*][1] Ringer tone (base unit)

- [1]: "Tone 1" (default)
- [2]: "Tone 2"
- [3]: "Tone 3"
- [4]: "Melody 1"
- [5]: "Melody 2"
- [6]: "Melody 3"
- [7]: "Melody 4"
- [8]: Downloaded melody pattern 1
- [9]: Downloaded melody pattern 2

[0][*][2] Incoming call tone (base unit)

- [1]: "On"
- [2]: "2" (default)
- [0]: "Off"

[0][*][3] Room monitor (base unit)

- [1]: "On"
- [0]: "Off" (default)

[0][0][1] Handset registration

- Press [LOCATOR/INTERCOM] on the base unit until "HS REGISTRATION" is displayed. See page 90 for details.

[0][0][2] Handset deregistration

- Press [3][3][5]. See page 90 for details.

[0][*][4] Talking Caller ID (base unit)

- [1]: "On" (default)
- [0]: "Off"

9.1 Canceling the handset registration

If you no longer need to use the handset or if you want to use the handset with a different base unit of the same model, it is necessary to cancel the handset's registration from the current base unit. Only one handset can be canceled at a time.

Make sure the handset and the base unit are near each other and not being used.

- Keep the front cover page open for button locations.

9.1.1 With the handset

- 1 Press **[MENU]**.
- 2 Scroll to "Initial setting" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
- 3 Scroll to "Registration" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
- 4 Scroll to "Deregistration" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
- 5 Press **[3][3][5]** (DEL.) to delete the registration memory.
- 6 Press the soft key (**[OK]**).
 - A beep will sound and the registration memory will be erased on both the handset and the base unit.
 - "[-]" is shown on the top right of the canceled handset's display.

9.1.2 With the base unit

- 1 Press and hold **[LOCATOR/INTERCOM]** until "HS REGISTRATION" is displayed.
- 2 Press the desired extension number you want to cancel (**[1]** to **[4]**).
- 3 Press **[SET]**.
 - A beep will sound and the registration memory will be erased on the base unit only.

Note:

- After canceling registration, the handset cannot be used. If you want to use it again, re-register the handset to the base unit.

9.2 Re-registering the handset

If you want to re-register the handset to the base unit or a different base unit of the same model, you need to register it to that base unit. The handset will be given a new extension number of that base unit. Only one handset can be registered at a time.

Make sure the base unit and the other handsets are near each other and not being used. Registration must be completed within 1 minute.

- If you have canceled the handset registration at the previous base unit (page 90), start from step 5.
- Keep the front cover page open for button locations.

1 Handset:

Press **[MENU]**.

2

Scroll to "Initial setting" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).

3

Scroll to "Registration" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).

4

Press the soft key (**[SELECT]**) at "HS registration".

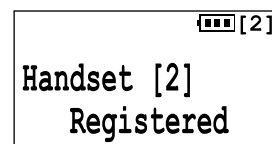
5 Base unit:

Press and hold **[LOCATOR/INTERCOM]** until "HS REGISTRATION" is displayed.

6 Handset:

1. Press the soft key (**[OK]**).
2. Wait until a long beep sounds and the display shows the registered number. The registration will be complete.
 - The registered number "[1]" to "[4]" will be shown on the top right of the display.

Example: Extension number 2



Note:

- To stop registration, press **[OFF]** on the handset and press **[LOCATOR/INTERCOM]** on the base unit.

- If “**Wrong handset Refer to manual**” is displayed, the handset you tried to register is not compatible with this base unit. See page 10 for accessory information.
- If you have not canceled the handset’s registration at the previous base unit (page 90), the handset number still remains in that base unit’s memory. To erase the handset number from the previous base unit, see the base unit’s operating instructions. For this base unit:
 1. Press and hold **[LOCATOR/INTERCOM]** until a beep sounds.
 2. Enter the handset number that you do not want (**[1]** to **[4]**).
 3. Press **[SET]**.

10.1 Error messages – Reports

If a problem occurs during fax transmission or reception, one of the following messages will be printed on the sending and journal reports (page 54).

COMMUNICATION ERROR (Code: 40-42, 46-72, FF)

- A transmission or reception error occurred. Try again or check with the other party.

COMMUNICATION ERROR (Code: 43, 44)

- A line problem occurred. Connect the telephone line cord to a different jack and try again.
- An overseas transmission error occurred. Try using the overseas mode (feature #23 on page 76).

DOCUMENT JAMMED

- The document is jammed. Remove the jammed document (page 105).

ERROR-NOT YOUR UNIT (Code: 54, 59, 70)

- A transmission or reception error occurred because of a problem with the other party's fax machine. Check with the other party.

JUNK FAX PROH. REJECT

- The junk fax prohibitor feature of this unit rejected fax reception.

MEMORY FULL

- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 17) or clear the jammed paper (page 102).

NO DOCUMENT

- The document was not fed into the unit properly. Re-insert the document and try again.

OTHER FAX NOT RESPONDING

- The other party's fax machine is busy or has run out of recording paper. Try again.
- The other party's fax machine rang too many times. Send the fax manually (page 53).
- The other party's machine is not a fax machine. Check with the other party.
- The number you dialed is not in service.

PRESSED THE STOP KEY

- **[STOP]** was pressed, and fax transmission or reception was canceled.

OK

- Fax transmission or reception was successful.

10.2 Error messages – Display

If the unit detects a problem, one or more of the following messages will appear on the display.

10.2.1 Base unit

ALL MAILBOX FULL

- There is no room left in memory to record voice messages, or the number of recorded messages has reached 64. Erase unnecessary messages (page 68, 70).

BUSY

- The called handset is in use.
- The handset you tried to copy phone book items to is in use.
- The handset you are calling is too far from the base unit.
- Privacy mode is turned ON for the call you tried to join (page 51).

CALL SERVICE

- There is something wrong with the unit. Contact our service personnel.

CHECK DOCUMENT

- The document was not fed into the unit properly. Re-insert the document. If misfeeding occurs frequently, clean the document feeder rollers (page 105) and try again.
- Attempted to send a document longer than 600 mm (23⁵/₈"). Press **[STOP]** to remove the document. Divide the document into two or more sheets, and try again.

CHECK MEMORY

- The base unit memory (telephone numbers, parameters, etc.) has been erased. Re-program.

CHECK PAPER

- The recording paper is not installed or the unit has run out of paper. Install paper and press **[START]** to clear the message.
- The recording paper was not fed into the unit properly (page 104). Reinstall paper (page 17) and press **[START]** to clear the message.
- The recording paper has jammed near the recording paper entrance. Clear the jammed paper (page 102) and press **[START]** to clear the message.

COVER OPEN**CHECK FILM**

- The covers are open. Close them.
- The ink film is empty. Replace the ink film with a new one (page 16).
- The ink film is not installed. Install it (page 14).
- The ink film is slack or creased. Tighten it (see step 5 on page 15).

DENIED

- When you tried to monitor an extension, the room monitor feature of the destination extension was set to OFF (page 52).

ERROR!!

- A handset tried to copy phone book items (page 41) but the copy has been stopped.

FAX IN MEMORY

- The unit has a document in memory. See the other displayed message instructions to print out the document.

FAX MEMORY FULL

- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 17) or clear the jammed paper (page 102).
- When performing memory transmission, the document being stored exceeded the

memory capacity of the unit. Send the entire document manually.

FILM EMPTY**COVER OPEN**

- The ink film is empty. Replace the ink film with a new one (page 16).
- The ink film is slack. Tighten it (see step 5 on page 15) and install again.
- The fax machine is positioned near appliances such as TVs or speakers which generate an intense magnetic field.

FILM NEAR EMPTY

- The remaining ink film is low. Prepare a new ink film (page 10).

INCOMPLETE

- The phone book copy stopped because the destination handset was out of range.

INVALID

- The called handset has not been registered to the base unit.

MEMORY FULL

- When making a copy, the document being stored exceeded the memory capacity of the unit. Press **[STOP]** to clear the message. Divide the document into sections.

MODEM ERROR

- There is something wrong with the unit's modem. Contact our service personnel.

NO FAX REPLY

- The other party's fax machine is busy or has run out of recording paper. Try again.

NO ITEMS STORED

- You tried to copy your phone book items to a handset, but your phone book was empty.

**OPEN CABINET
CHECK FILM SLACK**



**OPEN CABINET
CHECK FILM TYPE**

- Please use genuine Panasonic replacement film (page 10).
- The ink film is slack. Tighten it (see step 5 on page 15).
- The fax machine is positioned near appliances such as TVs or speakers which generate an intense magnetic field.

PAPER JAMMED

- A recording paper jam occurred. Clear the jammed paper (page 102).

PHONE BOOK FULL

- There is no space to store new items in the phone book. Erase unnecessary items (page 41).
- The phone book memory of the destination handset is already full, or became full when copying phone book items. Copying was stopped. Press **[STOP]** to exit the mode (page 42). Erase other stored items in the destination handset phone book (page 41), then try again.

PLEASE WAIT

- The unit is checking that there is no slack or crease on the ink film. Wait for a moment while the check is completed.

RECORDING ERROR

- The greeting message or voice memo you recorded was under 1 second long. Record a longer message.

REDIAL TIME OUT

- The other party's fax machine is busy or has run out of recording paper. Try again.

REMOVE DOCUMENT

- The document is jammed. Remove the jammed document (page 105).
- Press **[STOP]** to eject the jammed paper.

SERIAL ERROR

- There is something wrong with the unit. Contact our service personnel. The base unit will not work. So, if you make a call, use the handset.

SYSTEM IS BUSY

- Radio communication between the handset and the base unit is partially impaired.
- More than one unit is in use, such as conducting an outside/intercom call. Try again later.
- Another user is listening to messages. Try again later.

TRANSMIT ERROR

- A transmission error occurred. Try again.
- If you send a fax overseas, try the following:
 - Use the overseas transmission mode (feature #23 on page 76).
 - Add 2 pauses at the end of the telephone number or dial manually.

UNIT OVERHEATED

- The unit is too hot. Stop using the unit for a while and let the unit cool down.

10.2.2 Handset

Busy

- The called handset/base unit is in use.
- The unit you tried to copy phone book items to is in use.
- The handset you are calling is too far from the base unit.
- Privacy mode is turned ON for the call you tried to join (page 51).

Charge for 6 HRS

- The battery has been discharged. The handset will not work. Fully charge the battery (page 22).

Denied

- When you tried to monitor an extension, the room monitor feature of the destination extension was set to OFF (page 52).

Error!!

- When you tried to register or deregister the handset, the handset and the base unit could not link for some reason, such as interference from electrical appliances. Move the handset and the base unit away from the electrical appliances and try again.
- If more than one handset is in use, you may not be able to register/deregister a handset. Try again later.
- Another unit tried to send phone book items to you but there was an error. Have the other

handset user re-send the items to you (page 41).

Error!!
4 handsets have
already been
registered.

- 4 handsets have already been registered to the base unit. To cancel a handset's registration, see page 90.
- You may have registered one of your handsets to another base unit without deleting its registration to this base unit. Erase the handset's registration from the base unit as follows.
 1. Press and hold [**LOCATOR/INTERCOM**] until a beep sounds.
 2. Enter the handset number that you do not want (**[1]** to **[4]**).
 3. Press [**SET**].

---Incomplete---
 Tom Jones
 098-765-4321
 Phone book full

(The name/number is an example.)

- When the displayed item was being sent to the destination unit, the phone book memory was full and copying was stopped. If you tried to send all of the items, the item displayed with "Incomplete" and items after it have not been copied to the destination unit. Press [**OFF**] to exit (page 41). To erase items from the destination unit phone book, see page 41.
- If "Phone book full" is not displayed, copying was stopped for another reason, such as:
 - the destination handset was out of range, or
 - the destination unit user pressed [**TALK**], [**SP-PHONE**] on the handset or [**SP-PHONE**] on the base unit.

Invalid

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- The called handset has not been registered to the base unit or you selected your extension number.
-

**Invalid.
Please register
to the base unit**

- The handset you tried to make a call from has not been registered to the base unit. Register it (page 90).
-

**No link to base.
Move closer to
base and try
again.**

- The handset has lost communication with the base unit. Move closer to the base unit, and try again.
 - Raise the base unit antennas.
 - The handset's registration may have been canceled. Re-register the handset (page 90).
-

Phone book full

- There is no space to store new items in phone book. Erase unnecessary items (page 41).
-

**Phone book
No items stored**

- You tried to copy your phone book items to another extension, but your phone book is empty.
-

**Please lift up
and try again.**

- A handset button was pressed while the handset was on the charger. Lift the handset and press the button again.
-

Recharge battery

- The battery needs to be charged. Recharge the battery (page 22).
-

**System is busy.
Please try again
later.**

- The handset has lost communication with the base unit. Move closer to the base unit and try again.
 - More than one unit is in use, such as conducting an outside/intercom call. Try again later.
 - Another user is listening to messages. Try again later.
-

**Wrong handset
Refer to manual**

- This handset is not compatible with this base unit. For additional handsets, see page 10.

10.3 When a function does not work, check here

10.3.1 Initial settings

I cannot hear a dial tone.

- If you used a splitter to connect the unit, remove the splitter and connect the unit to the wall jack directly. If the unit operates properly, check the splitter.
- Disconnect the unit from the telephone line and connect a known working telephone. If the working telephone operates properly, contact our service personnel to have the unit repaired. If the working telephone does not operate properly, contact your telephone company.
- The power cord or telephone line cord is not connected. Check the connections.
- If you connected the fax machine through a computer modem, connect the fax machine directly to a telephone line jack.

I cannot make calls.

- The dialing mode setting may be wrong. Change the setting (feature #13 on page 75, or page 86).

The unit does not work.

- Check the battery is installed correctly (page 18).
- Check the connections (page 20).
- Fully charge the battery (page 22).

The unit does not ring.

- The ringer volume is turned OFF. Adjust it (page 29, 30).

10.3.2 General

The unit displays “CHECK PAPER” even though paper is inserted.

- The paper is inserted halfway. Insert it correctly (page 17) and press **[START]** to clear the message.

The other party complains they only hear a fax tone and cannot talk.

- FAX ONLY mode is set. Tell the other party the number is only used for faxes.
- Change the receiving mode to TEL mode (page 57) or TAM/FAX mode (page 58).

- If you use a Distinctive Ring service, turn AUTO ANSWER OFF so that the fax machine is in TEL mode.
- If you use a Distinctive Ring service, make sure you have set the same ring pattern assigned by the telephone company (page 61).

The **[REDIAL/PAUSE]** button does not function properly.

- If this button is pressed during dialing, a pause will be inserted. If pressed immediately after a dial tone is obtained, the last number dialed will be redialed.

The receiving mode does not function properly.

- The Distinctive Ring is set (feature #31 on page 77).

During programming, I cannot enter the code or ID number.

- All or part of the number is the same as another code or ID. Change the number:
 - remote operation ID (code): feature #11 on page 75, or page 85,
 - fax activation code: feature #41 on page 77,
 - password for mailbox 2: feature #51 on page 78, or page 85,
 - password for mailbox 3: feature #52 on page 78, or page 85.
- You entered a one-digit number for the password of mailbox 2 or 3. Enter 2-digit number (00–99) (feature #51 on page 78, feature #52 on page 78, or page 85).

The ink film runs out quickly.

- Even if there are only a few sentences, every page that comes out of the machine is considered a full page.
- Turn OFF the following features:
 - sending report: feature #04 on page 75.
 - journal report: feature #22 on page 76.
 - Caller ID list: feature #26 on page 77.

The unit beeps.

- Recording paper/ink film has run out. Press **[STOP]** to stop the beeps and install paper/ink film.

Whenever I try to retrieve my voice mail messages, I am interrupted by the fax tone.

- You are probably entering **[*][#][9]**. This is the default setting for the fax activation code. If you use a voice mail service, turn the

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fax activation feature OFF or reprogram the activation code (feature #41 on page 77).

The speakerphone is not working.

- Use the speakerphone in a quiet room.
- If you have difficulty hearing the other party, adjust the volume.

I cannot page the handset or base unit.

- The called handset is too far from the base unit.
- The called unit is in use. Try again later.
- If more than one other user is using the handsets and base unit, you may not be able to page. Try again later.

The unit does not display the caller's name and/or telephone number.

- You need to subscribe to a Caller ID service.
- Other telephone equipment may be interfering with your phone. Disconnect it and try again.
- Other electrical appliances connected to the same outlet may be interfering with the Caller ID information.
- Telephone line noise may be affecting the Caller ID information.
- The caller requested not to send his/her information (page 43).
- If a call is being transferred to you, the caller information will not be displayed.

The displayed caller's name is not announced.

- The handset and/or base unit ringer volumes are turned OFF. Set to high, medium, or low (page 29, page 30).
- The Talking Caller ID feature is turned OFF. Turn it ON (page 84).

The displayed caller's name is not announced properly.

- Names may not always be pronounced as expected.
- The handset and/or base unit will announce each letter of abbreviations, such as "Co." and "Inc."
- Caller ID supports names of up to 15 letters. If the caller's name has more than 15 letters, the name will not be announced correctly.

The Caller ID list/incoming phone numbers are not edited automatically.

- The Caller ID number auto edit feature is turned OFF. Turn it ON and try again (page 46).

The display exits the Caller ID List while viewing caller information.

- Do not pause for over 1 minute on the handset or 3 minutes on the base unit while searching.

10.3.3 Cordless handset

The handset does not work.

- Make sure that the battery is installed correctly (page 18).
- Fully charge the battery (page 22).
- Clean the charge contacts and charge again (page 22).
- Unplug the base unit's power cord and the handset's AC adaptor to reset. Plug in, and try again.
- The handset has not been registered to the base unit. Register the handset (page 90).
- Re-install the battery (page 18) and fully charge it.

The handset does not ring.

- The ringer volume is set to OFF. Adjust it (page 29).
- If more than one other user is using the handsets and base unit, the handset/base unit may not ring. Those users will hear incoming call tones (feature #73 on page 79, or page 83).

The display shows "No link to base. Move closer to base and try again." and an alarm tone sounds.

- The handset is too far from the base unit. Move closer and try again.
- Plug in the base unit's power cord.
- Raise the base unit antennas.

Static, sound cuts in/out, fades. Interference from other electrical units.

- Move the handset and the base unit away from other electrical appliances.
- Move closer to the base unit.
- Raise the base unit antennas.
- Turn ON the clarity booster feature (page 35).

The handset stops working while being used.

- Place the handset on the charger, and disconnect the power cord to reset the unit. Connect the power cord, and try again.

I cannot store an item in the phone book.

- You cannot store an item in the phone book while the handset is in the talk,

speakerphone, intercom, room monitor or remote operation mode.

- Do not pause for over 1 minute while storing.

While storing an item in the phone book, the handset starts to ring.

- To answer a call, press **[TALK]** or **[SP-PHONE]**. Storing will be canceled. Store the name and number again.

I cannot redial by pressing [REDIAL].

- If the last number dialed was more than 48 digits long, the number will not be redialed correctly.

“Recharge battery” is displayed, flashes or the handset beeps intermittently.

- Fully charge the battery (page 22).

“Charge for 6 HRS” and are displayed and the handset does not work.

- The battery has been discharged. Fully charge the battery (page 22).

I charged the battery fully, but “Recharge battery” is still displayed and/or continues to flash, or “Charge for 6 HRS” and are displayed.

- Clean the charge contacts and charge again (page 22).
- The battery may need to be replaced (page 18). If you install a new battery, fully charge it (page 22).

The [CHARGE] indicator does not go out after the battery has been charged.

- This is normal.

I cannot receive documents by pressing [*][#][9] on the handset.

- You must set remote fax activation to ON (feature #41 on page 77) beforehand.
- Press **[*][#][9]** firmly.
- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper or clear the jammed paper.

The handset display is blank.

- Fully charge the battery (page 22).

I cannot make a call with the handset.

- If more than one other user is using the handset and/or base unit, you may not be able to make a call. Try again later.

- The handset is in the remote operation mode. Exit by pressing **[OFF]** (page 69).

I cannot have a conversation using the headset.

- Make sure that an optional headset is connected properly (page 19).
- If “**SP-phone**” or “**SP**” is displayed on the handset, press **[TALK]** to switch to the headset.

I cannot program items.

- Programming is not possible while the handset and/or base unit is being used.
- Do not pause for over 1 minute while programming.
- Move closer to the base unit.
- While another user is listening to messages or the telephone answering machine is answering a call, you cannot program. Try again later.

I cannot register a handset to the base unit.

- Fully charge the battery (page 22).
- The maximum number of handsets have already been registered to the base unit.
- Although you may be using fewer than 4 handsets with your base unit, if you have registered one of the handsets to another base unit, your base unit still contains the registration of that handset until it is erased from your base unit. Erase the handset registration from this unit as follows:
 1. Press and hold **[LOCATOR/INTERCOM]** until a beep sounds.
 2. Enter the handset number that you do not want (**[1]** to **[4]**).
 3. Press **[SET]**.

10.3.4 Fax – sending

I cannot send documents.

- The other party’s fax machine is busy or has run out of recording paper. Try again.
- The other party’s machine is not a fax machine. Check with the other party.
- The other party’s fax machine failed to answer the fax automatically. Send the fax manually (page 53).

I cannot send a fax overseas.

- Use the overseas transmission mode (feature #23, on page 76).
- Add two pauses at the end of the telephone number or dial manually.

The other party complains that letters on their received document are distorted or not clear.

- If your line has special telephone services such as call waiting, the service may have been activated during fax transmission. Connect the unit to a line that does not have these services.
- An extension telephone on the same line is off the hook. Hang up the extension telephone and try again.
- Try copying the document with this unit. If the copied image is clear, there may be something wrong with the other party's machine.

The other party complains that black lines, white lines or smudges appear on their received document.

- The scanner glass or rollers are dirty with correction fluid, etc. Clean them (page 105). Please do not insert a document before correction fluid has dried completely.

10.3.5 Fax – receiving

I cannot receive documents.

- When you have a single telephone line and subscribe to a voice mail service, you must also subscribe to a Distinctive Ring service (page 61).
- The ink film is empty. Replace the ink film with a new one (page 16).

I cannot receive documents automatically.

- The receiving mode is set to TEL mode. Change the receiving mode:
 - TAM/FAX mode (page 58) or FAX ONLY mode (page 59).
- The time taken to answer the call is too long. Decrease the number of rings in feature #06 (page 75).
- The greeting message is too long. Record a shorter message (page 66).

The display shows “CONNECTING”, but faxes are not received.

- The receiving mode is set to FAX ONLY mode and the incoming call is not a fax. Change the receiving mode:
 - TAM/FAX mode (page 58) or TEL mode (page 57).

A blank sheet is ejected.

- If a blank sheet is ejected after the received document is printed out, the size of the

document sent by the other party is as large as, or larger than, the recording paper, or the receiving reduction rate is not programmed correctly. Program the proper rate in feature #36 (page 77).

- The other party placed the document in their fax machine facing the wrong way. Check with the other party.

The printing quality is poor.

Please do not reuse the ink film!

Please use genuine Panasonic replacement film. Refer to page 10 for further details.

- The thermal head is dirty. Clean it (page 106).
- If documents can be copied properly, the unit is working normally. The other party may have sent a faint document or there may be something wrong with the other party's machine. Ask them to send a clearer copy of the document or to check their fax machine.
- Some paper has instructions recommending which side to print on. Try turning the recording paper over.
- You may have used paper with a cotton and/or fiber content that is over 20%, such as letterhead or resume paper. We recommend smooth paper such as “Hammermill Jet Print” for clearer printing.

I cannot receive documents by pressing [✳][#][9] on the handset.

- You must set remote fax activation to ON (feature #41 on page 77) beforehand.
- Press [✳][#][9] firmly.
- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 17) or clear the jammed paper (page 102).

The other party complains that they cannot send a document.

- The receiving mode is set to TEL mode. Receive the document manually (page 57) or change the receiving mode to TAM/FAX mode (page 58) or FAX ONLY mode (page 59).
- The memory is full of received documents due to a lack of recording paper or a recording paper jam. Install paper (page 17) or clear the jammed paper (page 102).

I cannot select the desired receiving mode.

- If you want to set TAM/FAX or FAX ONLY mode:

- select the desired mode using feature #77 (page 80), and
- press **[AUTO ANSWER]** repeatedly until the desired mode is displayed.
- If you want to set TEL mode:
 - press **[AUTO ANSWER]** repeatedly until TEL mode is displayed.

10.3.6 Copying

The unit will not make a copy.

- The ink film is empty. Replace the ink film with a new one (page 16).
- You cannot make a copy during programming.
- You cannot make a copy during a telephone conversation.

A black line, white line or smudge appears on the copied document.

- The scanner glass or rollers are dirty with correction fluid, etc. Clean them (page 105). Please do not insert a document before correction fluid has dried completely.

The copied image is distorted.

- Adjust the width of the document guides to fit the actual size of the document.

The printing quality is poor.

Please do not reuse the ink film!

Please use genuine Panasonic replacement film. Refer to page 10 for further details.

Original



Copy



- The thermal head is dirty. Clean it (page 106).
- Some paper has instructions recommending which side to print on. Try turning the recording paper over.
- You may have used paper with a cotton and/or fiber content that is over 20%, such as letterhead or resume paper. We recommend smooth paper such as “Hammermill Jet Print” for clearer printing.

10.3.7 Answering machine

I cannot listen to messages from a remote location.

- Press the remote operation ID (code) correctly and firmly (feature #11 on page 75, or page 85).

- If the unit announces “Enter Mailbox password.”, mailbox 2 or 3 has a password. Enter the password (feature #51 on page 78, feature #52 on page 78, or page 85).
- The unit is not in TAM/FAX mode. Change to TAM/FAX mode (page 72).

Messages in the mailbox do not play back.

- The mailbox password is wrong. Enter the correct password.
 - For mailbox 2, see feature #51 on page 78, or page 85.
 - For mailbox 3, see feature #52 on page 78, or page 85.

The other party complains that they cannot leave a voice message.

- The recording time is set to “GREETING ONLY”. Select “1 MIN”, “2 MIN” or “3 MIN” (feature #10 on page 75, or page 84).
- The memory is full. Erase unnecessary messages (page 68, 70).

I cannot operate the answering machine with the handset.

- Someone is operating the answering machine.
- You are too far from the base unit. Move closer to the base unit.

During message playback, the unit rings.

- A call is being received. To answer the call, if you are using the base unit, press **[SP-PHONE]** on the base unit. If you are using the handset, press **[TALK]** or **[SP-PHONE]** on the handset. For playback, start again from the beginning after hanging up.

I cannot erase messages in a mailbox.

- While another user is accessing the mailbox or a caller is leaving a message in the mailbox, you cannot erase messages in the same mailbox.

I cannot remember the mailbox password, and cannot listen to recorded messages.

- Confirm the mailbox password using the base unit (page 78) or the handset (page 85).

The Ringer/Message alert indicator flashes slowly when the handset is not ringing and in use.

- The message alert is turned ON and new messages have been recorded. Turn the message alert OFF (page 85) or listen to the new messages (page 67, 69).

Caller ID information does not display during message playback.

- The caller information will not be displayed
 - if a message is recorded by using **[MEMO]** (page 70), or
 - if a call is transferred to a mailbox, and the caller leaves a message (page 68).

10.3.8 If a power failure occurs

- The unit will not function.
- The unit is not designed for making emergency telephone calls when the power fails. Alternative arrangements should be made for access to emergency services.
- Fax transmission and reception will be interrupted.
- If delayed transmission (feature #25, page 76) is programmed and a power failure prevents the document from being sent at the set time, the document will be sent after power is restored.
- If any fax documents are stored in the memory, they will be lost. When power is restored, a power down report will be printed stating which documents in memory have been erased.

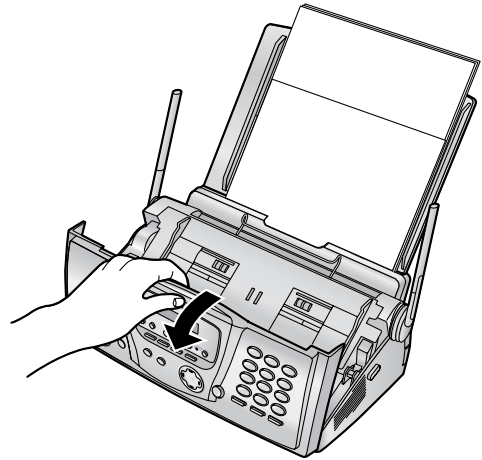
10.4 Recording paper jams

10.4.1 When the recording paper has jammed in the unit

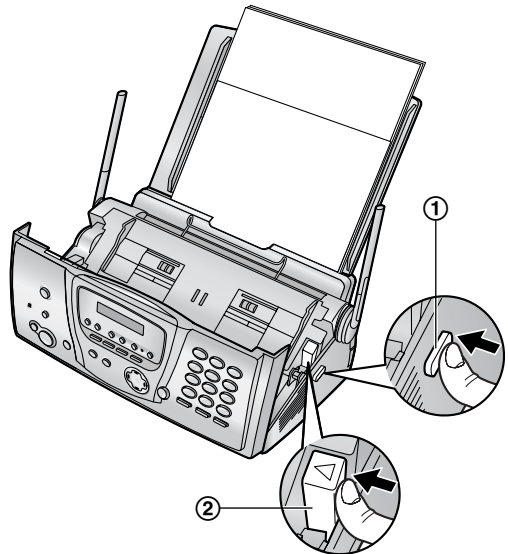
The display will show the following.

PAPER JAMMED

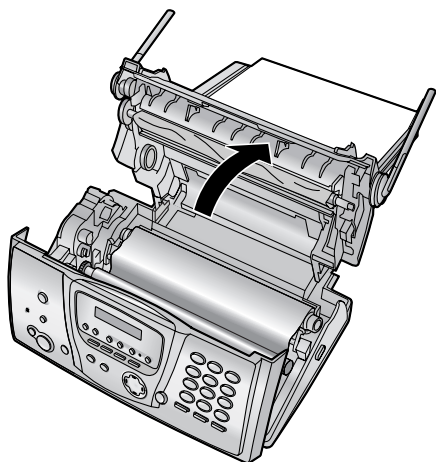
- 1 Open the front cover by pulling up the center part.



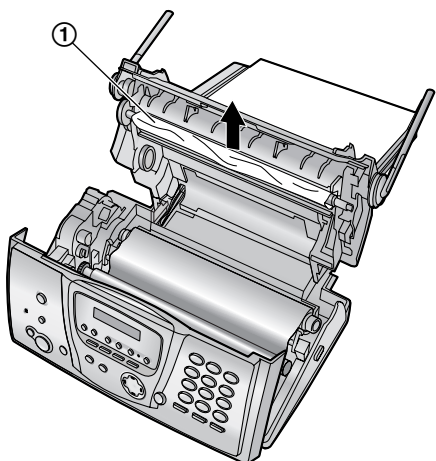
- 2 Release the back cover by pushing the green button (①).
 - You can also release the back cover by pushing in the green lever (②).



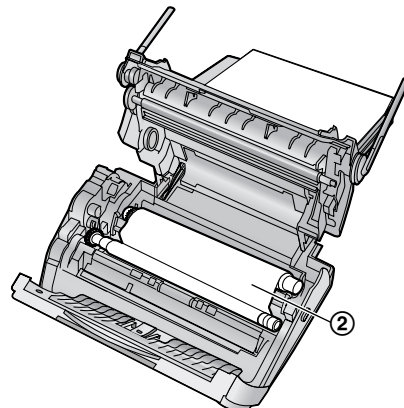
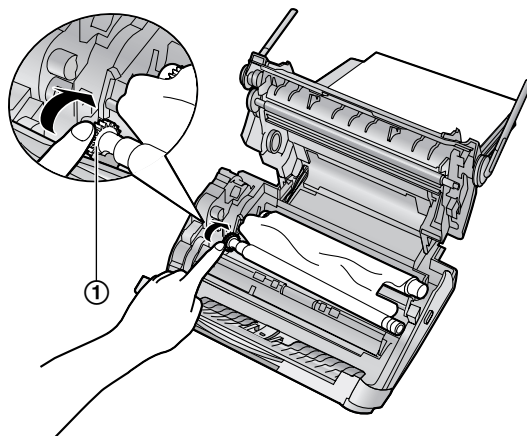
3 Open the back cover.



4 Remove the jammed recording paper (1).

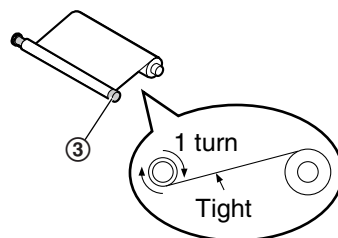


5 Turn the gear of the blue core (1) in the direction of the arrow until the ink film is tight (2).

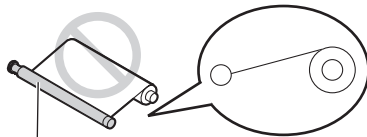


- Make sure that the ink film is wrapped around the blue core (3) at least once.

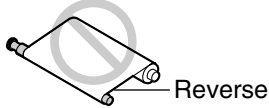
Correct



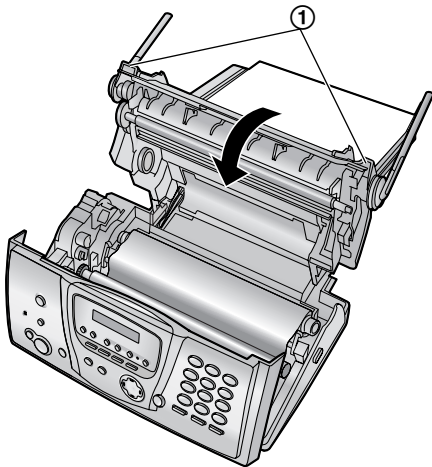
Incorrect



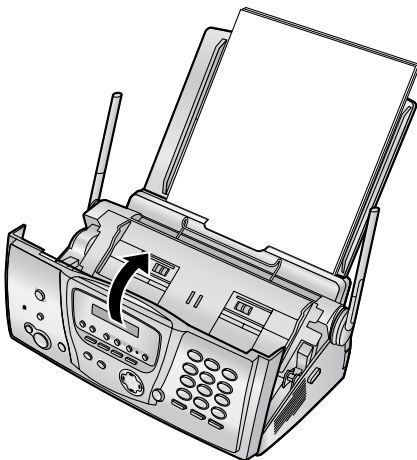
The ink film is not wrapped around the blue core.



- 6 Close the back cover securely by pushing down on the notched area at both ends (1).



- 7 Close the front cover securely.



- 8 Remove the recording paper and straighten. Pull the tension plate forward (1) and insert the paper. Then push the tension plate back.

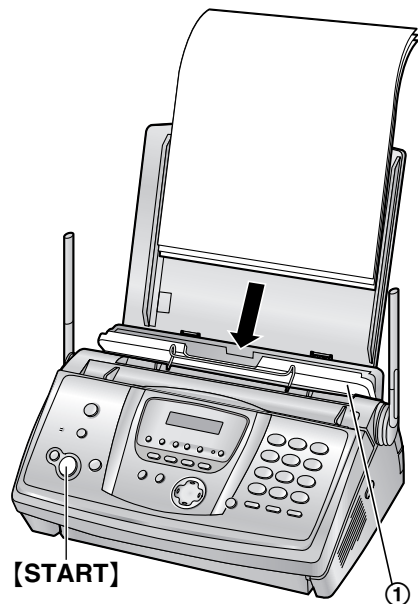


10.4.2 When the recording paper was not fed into the unit properly

The display will show the following.

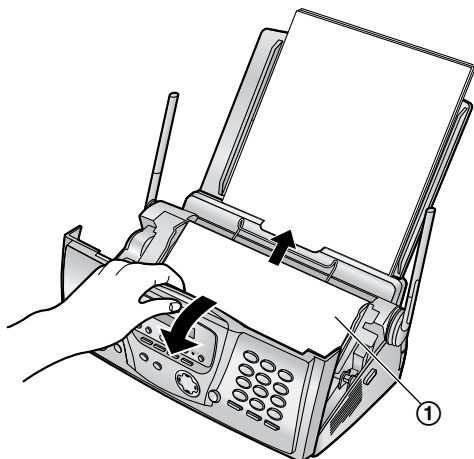
CHECK PAPER

Remove the recording paper and straighten. Pull the tension plate forward (1) and insert the paper. Push the tension plate back, then press **[START]** to clear the message.

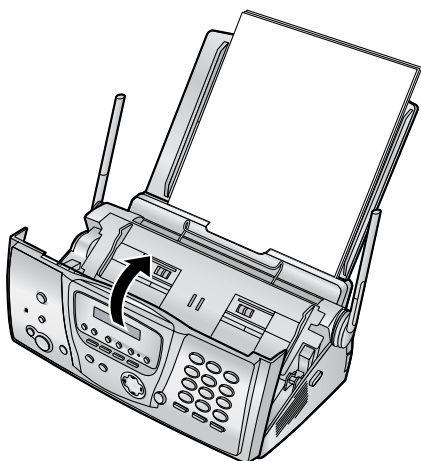


10.5 Document jams – sending

- 1 Open the front cover by pulling up the center part. Remove the jammed document carefully (①).

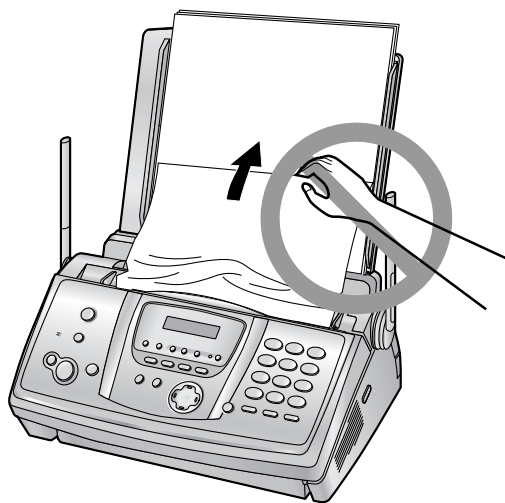


- 2 Close the front cover securely.



Note:

- Do not pull out the jammed paper forcibly before opening the front cover.

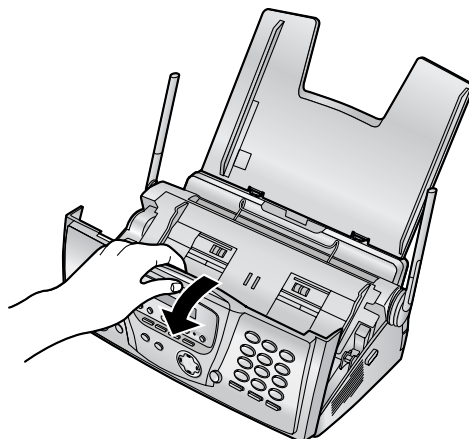


10.6 Document feeder/scanner glass cleaning

Clean the document feeder/scanner glass when:

- Documents frequently misfeed.
- Smudges or black/white lines appear on the original document when sending or copying.

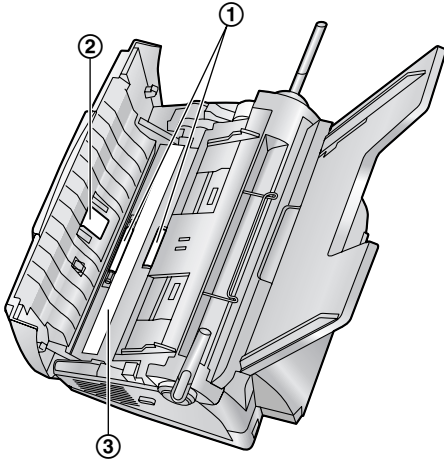
- 1 Disconnect the power cord and the telephone line cord.
- 2 Open the front cover by pulling up the center part.



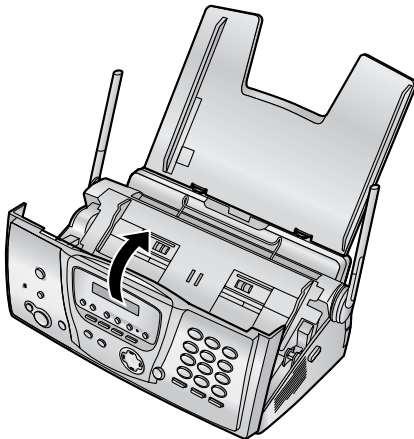
- 3** Clean the document feeder rollers (①) and rubber flap (②) with a cloth moistened with isopropyl rubbing alcohol, and let all parts dry thoroughly. Clean the scanner glass (③) with a soft, dry cloth.

Caution:

- Do not use paper products, such as paper towels or tissues.



- 4** Close the front cover securely.



- 5** Connect the power cord and the telephone line cord.

10.7 Thermal head cleaning

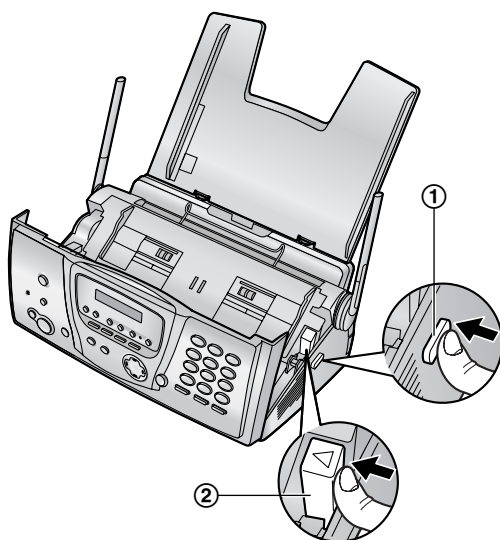
If smudges or black/white lines appear on a copied/received document, check whether there is dust on the thermal head. Clean the thermal head to remove the dust.

- 1** Disconnect the power cord and the telephone line cord.
- 2** Open the front cover by pulling up the center part.

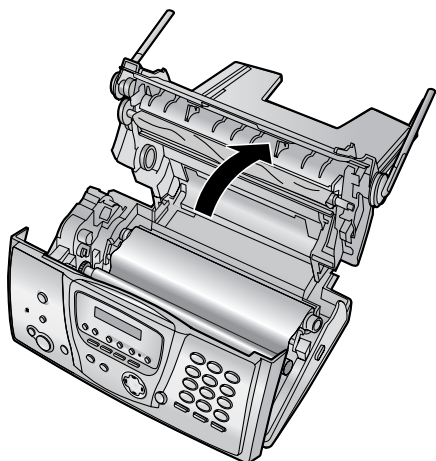


- 3** Release the back cover by pushing the green button (①).

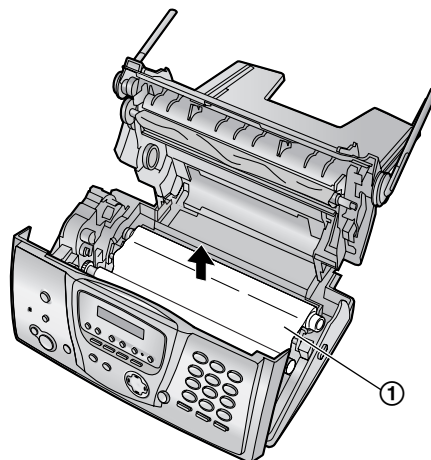
- You can also release the back cover by pushing in the green lever (②).



- 4** Open the back cover.



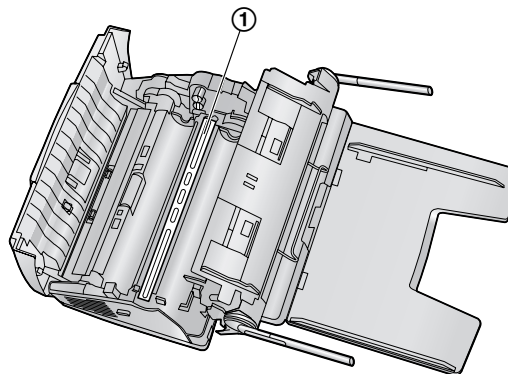
- 5** Remove the ink film (①).



- 6** Clean the thermal head (①) with a cloth moistened with isopropyl rubbing alcohol, and let it dry thoroughly.

Caution:

- To prevent a malfunction due to static electricity, do not use a dry cloth and do not touch the thermal head directly.



- 7** Reinstall the ink film and close the covers (see steps 4 to 7 on page 14).

- 8** Connect the power cord and the telephone line cord.

11.1 openLCR service for the Caller IQ feature

This unit is compatible with service provided by openLCR.

- If you have any questions regarding the openLCR service, visit www.openLCR.com or call openLCR at 1-866-openLCR (1-866-6736527).
- **NEITHER PANASONIC COMMUNICATIONS CO., LTD. NOR MATSUSHITA ELECTRIC CORPORATION OF AMERICA IS IN ANY WAY AFFILIATED WITH, OR RESPONSIBLE FOR THE ACTS OR OMISSIONS OF, OPENLCR.COM, INC. NEITHER PANASONIC COMMUNICATIONS CO., LTD. NOR MATSUSHITA ELECTRIC CORPORATION OF AMERICA NOR ANY OF THEIR EMPLOYEES OR AFFILIATES OR CUSTOMERS MAKE ANY WARRANTIES OR REPRESENTATIONS, EITHER EXPRESS OR IMPLIED, TO ANY CUSTOMER OR ANY OTHER THIRD PARTY WITH RESPECT TO ANY OF THE SERVICES PROVIDED BY OPENLCR.COM, INC., NOR ASSUME NOR CREATE ANY OTHER OBLIGATION OF ANY KIND ON BEHALF OF OPENLCR.COM, INC.**
- The Caller IQ service can only be activated after registering with openLCR at www.openLCR.com. More information regarding the openLCR service is available on the Internet at www.openLCR.com.

11.2 Activate openLCR services (Need to start up)

- Keep the front cover page open for button locations.

11.2.1 Registering with www.openLCR.com

- 1 Visit www.openLCR.com from any computer connected to the Internet and click [**Register Now!**].
- 2 Follow the on-screen instructions.

Note:

- Registration can be completed from any computer connected to the Internet.
- The description of www.openLCR.com is subject to change without notice.

11.2.2 Download openLCR data (computer NOT required)

After registering through the Internet, please download data.

- 1 Press [**MENU**].
- 2 Scroll to “**Caller IQ**” by pressing [**▼**] or [**▲**], then press the soft key ([**SELECT**]).
- 3 Press the soft key ([**YES**]) at “**Activate CIQ?**”.
 - If you live in Fort Collins, Colorado, press [**†**] before pressing the soft key ([**YES**]).
- 4 Follow the openLCR voice prompt.
 - DO NOT place the handset on the charger or press [**OFF**]. If either occur the download process will be terminated.
- 5 When download is complete, a beep sounds.

11.3 Available openLCR services

You can download the following to your unit by registering with www.openLCR.com.

1. Phone book (Handset only)
 2. Ringer melodies (Custom ringtones)
 3. Function setup for your unit
 4. Information content (Weather forecast, lottery results, etc.)
- Keep the front cover page open for button locations.

11.3.1 To create data on the openLCR website

- 1 Access the openLCR's web site at www.openLCR.com.
- 2 Enter your Telephone Number and Password, then click **[Go]**.
- 3 Follow the on-screen instructions.

Phone book data (Handset only):

- To create the phone book data, enter a name of up to 16 characters, and a phone number of up to 32 digits.

Ringer melodies:

- The unit stores up to 2 ringer melodies in the handset and base unit separately and you can select up to 2 ringer melodies as ringer tone (page 76, 83).

Function setup:

- See openLCR's web site for function items available for download.

Information:

- You can select the information which you want to show on the handset display.

Note:

- The description of www.openLCR.com is subject to change without notice.

11.3.2 Download openLCR data (computer NOT required)

Each time you download data from openLCR, the information stored in your unit will be updated. To view up-to-date information, you will need to download it to your unit.

- 1 Press **[MENU]**.
- 2 Scroll to "Caller IQ" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).

- 3 Scroll to "Get new info.?" by pressing **[▼]** or **[▲]**, then press the soft key (**[YES]**).
 - If you live in Fort Collins, Colorado, press **[#]** before pressing the soft key (**[YES]**).
- 4 Follow the openLCR voice prompt.
 - DO NOT place the handset on the charger or press **[OFF]**. If either occur the download process will be terminated.
- 5 When download is complete, a beep sounds.

Note:

- If registration is not completed openLCR will only download a sample of openLCR service(s). See page 109 for help with downloading openLCR services.

11.3.3 View openLCR downloaded contents using the handset

- 1 Press **[MENU]**.
- 2 Scroll to "Caller IQ" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
- 3 Press the soft key (**[YES]**) at "View Info.?".
 - If you have not yet downloaded to your unit "Get new info.?" will be displayed. See page 108 for registration.
- 4 Scroll to the desired information by pressing **[▼]** or **[▲]**.
- 5 When finished, press **[OFF]** or place the handset on the charger.

11.3.4 openLCR download help

How can I customize the information downloaded to my unit?

- Register or login to your account at www.openLCR.com and click **[Customize]** on Information Content service from your account.

The unit beeps 3 times and/or displays "Download incomplete. Try again."

- Try again, follow download instruction (page 109).
- If occurs again contact openLCR (page 108).

The unit beeps 3 times and/or displays "Download incomplete. Phone book full."

- The phone book in the unit does not have capacity to store existing plus new items.

11. Caller IQ Feature

- Erase items that do not exist on the web from the phone book of the unit (see page 41).
- From the web (www.openLCR.com) enter phone book data.
- Follow download instruction (page 109).

11.4 Turning the Caller IQ OFF / ON



- 1 Press **[MENU]**.
- 2 Scroll to "Caller IQ" by pressing **[▼]** or **[▲]**, then press the soft key (**[SELECT]**).
- 3 **To turn OFF:**
Scroll to "Turn CIQ off?" by pressing **[▼]** or **[▲]**, then press the soft key (**[YES]**).
 - "Caller IQ off" is displayed.**To turn ON:**
Press the soft key (**[YES]**) at "Turn CIQ on?".
 - "Caller IQ on" is displayed.
- 4 Press **[OFF]**.
 - When Caller IQ is ON, "[CIQ]" is displayed while talking.

12.1 Reference lists and reports (Base unit only)

You can print out the following lists and reports for your reference.

Setup list:

Provides you with the current settings of the base unit programming features (page 75 to page 80).

Telephone number list:

Provides you with names and numbers which are stored in the phone book of the base unit.

Journal report:

Keeps a record of fax transmission and reception. This report can be printed automatically after every 30 fax communications (feature #22 on page 76).

Printer test:

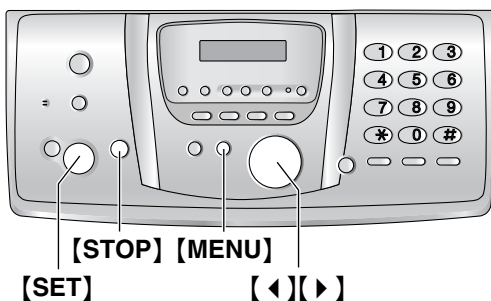
Allows you to check the print quality of your unit. If the test print has a smudge, or blurred points or lines, clean the thermal head (page 106).

Broadcast programming list:

Provides you with names and numbers which are stored in the broadcast memory (page 55).

Caller ID list:

Keeps a record of the last 30 different callers of the base unit after subscribing to a Caller ID service. To print automatically after every 30 new calls, activate feature #26 (page 77).



- 1 Press **[MENU]** repeatedly to display “**PRINT REPORT**”.
- 2 Press **[◀]** or **[▶]** repeatedly to display the desired item.
- 3 Press **[SET]** to start printing.
 - To stop printing, press **[STOP]**.
- 4 Press **[MENU]**.

12.2 Technical data about this product

12.2.1 Base unit

Applicable lines:

Public Switched Telephone Network

Document size:

Max. 216 mm (8¹/₂") in width, Max. 600 mm (23⁵/₈") in length

Effective scanning width:

208 mm (8³/₁₆")

Effective printing width:

Letter/Legal: 208 mm (8³/₁₆")

A4: 202 mm (7¹⁵/₁₆")

Transmission speed*¹:

Approx. 15 s/page²

Scanning density:

Horizontal: 8 pels/mm (203 pels/inch)

Vertical: 3.85 lines/mm (98 lines/inch) (standard resolution)

7.7 lines/mm (196 lines/inch) (fine/photo resolution)

15.4 lines/mm (392 lines/inch) (super fine resolution)

Photo resolution:

64 levels

Scanner type:

Contact Image Sensor

Printer type:

Thermal Transfer on plain paper

Data compression system:

Modified Huffman (MH), Modified READ (MR)

Modem speed:

9,600 / 7,200 / 4,800 / 2,400 bps; Automatic Fallback

Operating environment:

5 °C – 35 °C (41 °F – 95 °F), 20 % – 80 % RH (Relative Humidity)

Dimensions:

Approx. height 128 mm × width 324 mm × depth 242 mm (5¹/₃₂" × 12³/₄" × 9¹⁷/₃₂")

Mass (Weight):

Approx. 3.1 kg (6.8 lb.)

Power consumption:

Standby: Approx. 4.5 W

Transmission: Approx. 12 W

Reception: Approx. 50 W (When receiving a 20 % black document)

Copy: Approx. 50 W (When copying a 20 % black document)

Maximum: Approx. 135 W (When copying a 100 % black document)

Power supply:

120 V AC, 60 Hz

Fax memory capacity*³:

Transmission: Approx. 25 pages

Reception: Approx. 28 pages

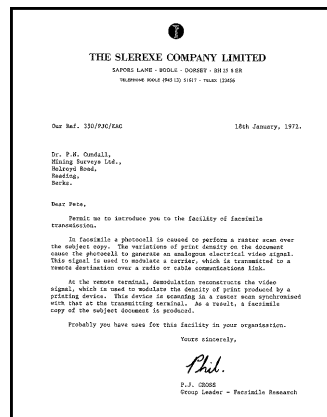
Voice memory capacity*⁴:

Standard recording mode: approx. 15 minutes of recording time.

Enhanced recording mode: approx. 7 minutes of recording time.

- *1 Transmission speed varies depending on page content, resolution, telephone line conditions, and the other party's machine.
- *2 Transmission speed is based upon the ITU-T No. 1 Test Chart and original mode. If the capabilities of the other party's machine are inferior to your unit, the transmission speed may be lower.
- *3 If an error occurs during fax reception, such as a paper jam or if the recording paper runs out, the fax and subsequent faxes will be retained in memory.
- *4 Including greeting messages. Total recording time may be reduced by the calling party's background noise.

ITU-T No. 1 Test Chart



Recording paper specifications

Recording paper size:Letter: 216 mm × 279 mm (8¹/₂" × 11")Legal: 216 mm × 356 mm (8¹/₂" × 14")A4: 210 mm × 297 mm (8¹/₄" × 11¹¹/₁₆")**Recording paper weight:**60 g/m² to 90 g/m² (16 lb. to 24 lb.)**Note for recording paper:**

- Do not use the following types of paper:
 - Paper with a cotton and/or fiber content that is over 20 %, such as letterhead paper or paper used for resumes
 - Extremely smooth or shiny paper, or paper that is highly textured
 - Coated, damaged or wrinkled paper
 - Paper with foreign objects attached, such as tabs or staples
 - Paper which has dust, lint or oil stains
 - Paper that will melt, vaporize, discolor, scorch or emit dangerous fumes near 200 °C (392 °F), such as vellum paper. These materials may transfer onto the fusing roller and cause damage.
 - Moist paper
- Some paper only accepts print on one side. Try using the other side of the paper if you are not happy with the print quality or if misfeeding occurs.
- For proper paper feeding and best print quality, we recommend using long-grained paper.
- Do not use paper of different types or thickness at the same time. This may cause a paper jam.
- Avoid double-sided printing.
- Do not use paper printed from this unit for double-sided printing with other copiers or printers. This may cause a paper jam.
- To avoid curling, do not open paper packs until you are ready to use the paper. Store unused paper in the original packaging, in a cool and dry location.

12.2.2 Handset

Operating environment:

5 °C – 40 °C (41 °F – 104 °F)

Frequency:

5.76 GHz – 5.84 GHz

Dimensions:Approx. height 220 mm × width 53 mm × depth 37 mm (8²¹/₃₂" × 2³/₃₂" × 1¹⁵/₃₂")**Mass (Weight):**

Approx. 210 g (0.46 lb.)

Power supply:

Ni-MH battery (3.6 V, 830 mAh)

Security codes:

1,000,000

12.2.3 Charger unit

Operating environment:

5 °C – 40 °C (41 °F – 104 °F)

Dimensions:Approx. height 69 mm × width 74 mm × depth 100 mm (2²³/₃₂" × 2²⁹/₃₂" × 3¹⁵/₁₆")**Mass (Weight):**

Approx. 95 g (0.21 lb.)

Power consumption:

Standby: Approx. 0.8 W

Maximum: Approx. 4.0 W

Power supply:

AC adaptor (120 V AC, 60 Hz)

Note:

- Design and specifications are subject to change without notice.
- The pictures and illustrations in these instructions may vary slightly from the actual product.

12.3 FCC and Other Information

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

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

- Registration No(found on the rear of the unit)
- Ringer Equivalence No. (REN)
.....(found on the rear of the unit)

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

The REN is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. For products approved after July 23, 2001, the REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point (e.g., 03 is a REN of 0.3).

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

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

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

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

If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified installer.

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

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

WHEN PROGRAMMING EMERGENCY NUMBERS AND/OR MAKING TEST CALLS TO EMERGENCY NUMBERS:

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

The software contained in this equipment to allow user access to the network must be upgraded to recognize newly established network area codes and exchange codes as they are placed into service. Failure to upgrade the premises systems or peripheral equipment to recognize the new codes as they are established will restrict the customer and the customer's employees from gaining access to the network and to these codes.

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

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

CAUTION:

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

NOTE:

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

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

Some cordless telephones operate at frequencies that may cause interference to nearby TVs and VCRs. To minimize or prevent such interference, the base of the cordless telephone should not be placed near or on top of a TV or VCR. If interference is experienced, move the cordless telephone further away from the TV or VCR. This will often reduce, or eliminate, interference.

FCC RF Exposure Warning:

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

12.4 Limited Warranty

PANASONIC CONSUMER ELECTRONICS COMPANY,
DIVISION OF MATSUSHITA ELECTRIC
CORPORATION OF AMERICA
One Panasonic Way,
Secaucus, New Jersey 07094

PANASONIC SALES COMPANY,
DIVISION OF MATSUSHITA
ELECTRIC OF PUERTO RICO, INC.,
Ave. 65 de Infantería, Km. 9.5
San Gabriel Industrial Park,
Carolina, Puerto Rico 00985

Panasonic Facsimile Product Limited Warranty

Limited Warranty Coverage

If your product does not work properly because of a defect in materials or workmanship, Panasonic Consumer Electronics Company or Panasonic Sales Company (collectively referred to as “the warrantor”) will, for the length of the period indicated on the chart below, which starts with the date of original purchase (“Limited Warranty period”), at its option either (a) repair your product with new or refurbished parts, or (b) replace it with a new or a refurbished product. The decision to repair or replace will be made by the warrantor.

FAX categories	Parts	Labor
Thermal Transfer Facsimile	6 Months	6 Months
Laser Facsimile	1 (one) Year	1 (one) Year

Batteries, antennas, optional accessories (such as additional handsets), ink film, toner cartridge, drum unit, and ink cartridge (as may be applicable), and cosmetic parts (cabinet) are not warranted under this Limited Warranty.

During the “Labor” Limited Warranty period there will be no charge for labor. During the “Parts” Limited Warranty period, there will be no charge for parts. You must carry-in or mail-in your product during the Limited Warranty period. This Limited Warranty only applies to products purchased and serviced in the United States or Puerto Rico. This Limited Warranty is extended only to the original purchaser and only covers products purchased as new. A purchase receipt or other proof of the original purchase date is required for Limited Warranty service.

Carry-In or Mail-In Service

For Carry-In or Mail-In Service in the United States call 1-800-HELP-FAX (1-800-435-7329)
For assistance in Puerto Rico call Panasonic Sales Company (787)-750-4300 or fax (787)-768-2910.

Limited Warranty Limits And Exclusions

This Limited Warranty ONLY COVERS failures due to defects in materials or workmanship, and DOES NOT COVER normal wear and tear or cosmetic damage. The Limited Warranty ALSO DOES NOT COVER damages which occurred in shipment, or failures which are caused by products not supplied by the warrantor such as non Panasonic ink film, toner cartridge or drum unit, or failures which result from accidents, misuse, abuse, neglect, mishandling, misapplication, alteration, faulty installation, set-up adjustments, signal reception problems, misadjustment of consumer controls, improper maintenance, power line surge, improper voltage supply, lightning damage, modification, or commercial use (such as in a hotel, office, restaurant, or other business), rental use of the product, service by anyone other than a Factory Servicenter or other Authorized Servicer, or damage that is attributable to acts of God.

THERE ARE NO EXPRESS WARRANTIES EXCEPT AS LISTED UNDER “LIMITED WARRANTY COVERAGE”. THE WARRANTOR IS NOT LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM THE USE OF THIS PRODUCT, OR ARISING OUT OF ANY BREACH OF THIS LIMITED WARRANTY. (As examples, this excludes damages for lost time, cost of having someone remove or re-install an installed unit if applicable, or travel to and from the servicer. The items listed are not exclusive, but are for illustration only.) **ALL EXPRESS AND IMPLIED WARRANTIES, INCLUDING THE WARRANTY OF MERCHANTABILITY, ARE LIMITED TO THE PERIOD OF THE LIMITED WARRANTY.**

Some states do not allow the exclusion or limitation of incidental or consequential damages, or limitations on how long an implied Limited Warranty lasts, so the exclusions may not apply to you.

This Limited Warranty gives you specific legal rights and you may also have other rights which vary from state to state. If a problem with this product develops during or after the Limited Warranty period, you may contact your dealer or Servicenter. If the problem is not handled to your satisfaction, then write to the warrantor's Consumer Affairs Department at the addresses listed for the warrantor.

PARTS AND SERVICE WHICH ARE NOT COVERED BY THIS LIMITED WARRANTY ARE YOUR RESPONSIBILITY.

For In Limited Warranty product service

- Call toll-free 1-800-HELP-FAX (1-800-435-7329) for the location of an authorized servicenter.

For out of Limited Warranty technical and troubleshooting support: Panasonic offers two value based, cost effective, solutions:

1. Panasonic Continued Services 900 fee based support: 1-900-FAX-HELP (1-900-329-4357)

This exceptional service is charged directly to your telephone bill at only \$2.49 per minute.

2. Panasonic Premier Service Club (PPSC): 1-800-435-7329

PPSC provides toll free troubleshooting support at only \$7.99 for a one time sampler or \$23.95 for a one year or 5 call membership. These services are billed directly to your major credit card.

When you ship the product

- Carefully pack your unit, preferably in the original carton.
- Attach a letter, detailing the symptom or problem, to the outside of the carton.
- Send the unit to an authorized servicenter, prepaid and adequately insured.
- Do not send your unit to the Panasonic Consumer Electronics Company or to any executive or regional sales office. These locations do not repair consumer products.

Both of these comprehensive programs provide real time, live agent support for customers who are not eligible for coverage under the limited warranty.

Terms and prices are subject to change without notice.

12.5 Customer Services directory

Customer Services Directory

Obtain Product Information and Operating Assistance; locate your nearest Dealer or Servicenter; purchase Parts and Accessories; or make Customer Service and Literature requests by visiting our Web Site at:

<http://www.panasonic.com/support>

or E-mail us via:

consumer_fax@panasonic.com

Contact:

For in Limited Warranty programming and Troubleshooting Support:

Fax Advantage assistance and Service Location finder: 1-800-HELP-FAX (435-7329)

For out of Limited Warranty technical and troubleshooting support:

Panasonic offers two value based, cost effective, solutions:

1. Panasonic Continued Services 900 fee based support: 1 900 329 4357)

This exceptional service is charged directly to your telephone bill at only \$2.49 per minute.

2. Panasonic Premier Service Club (PPSC): 1 800 435 7329

PPSC provides toll free troubleshooting support at only \$7.99 for a one time sampler or \$23.95 for a one year or 5 call membership. These services are billed directly to your major credit card.

Both of these comprehensive programs provide real time, live agent support for customers who are not eligible for coverage under the limited warranty. Terms and prices are subject to change without notice.

For hearing or speech impaired TTY users, TTY: 1-866-741-6422

Accessory Purchases

Purchase Parts, Accessories and Instruction Books online for all Panasonic Products by visiting our Web Site at:

<http://www.pasc.panasonic.com>

or, send your request by E-mail to:

npcparts@panasonic.com

You may also contact us directly at:

1-800-332-5368 (Phone) 1-800-237-9080 (Fax Only) (Monday - Friday 9 am to 8 pm, EST.)

Panasonic Services Company

20421 84th Avenue South, Kent, WA 98032

(We Accept Visa, MasterCard, Discover Card, American Express, and Personal Checks)

For hearing or speech impaired TTY users, TTY: 1-866-605-1277

Service in Puerto Rico

Matsushita Electric of Puerto Rico, Inc. Panasonic Sales Company

Factory Servicenter:

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

Phone (787) 750-4300 Fax (787) 768-2910

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Panasonic FAX ADVANTAGE PROGRAM

*Free peace of mind,
direct from Panasonic*

NO EXTRA COST



- **6-month limited warranty¹: parts, labor, and toll-free help line²**
- **Free replacement³ and repair program**

The Panasonic Fax Advantage Consumer Service Program. Panasonic knows that if your fax machine is not up and running, neither is your business. That's why we created the Panasonic Fax Advantage Program. Included at no extra cost with the purchase of a new and unused Panasonic Fax Machine (along with included handset), the Fax Advantage Program can provide a free replacement unit³ if your original unit is in need of repair.

Here's how it works:

1. If you have a problem with your fax that you purchased new and unused while it is covered by the period of limited warranty¹, call our toll-free help-line at 1-800-HELP-FAX².
2. Talk to one of our technical experts to diagnose your problem over the phone.
3. If repairs are necessary and you are entitled to service under the terms and conditions of the limited warranty⁴, we will send a refurbished replacement unit to you by UPS Ground service delivery. The shipping method is upgradable for an extra charge.

A second option available under our limited warranty is to mail-in or carry-in your fax to one of our Regional Service centers, where the unit will be repaired and returned to you.

Instructions:

If you choose to receive a replacement unit under the Fax Advantage Program, Panasonic will provide a replacement unit which will be completely refurbished, quality-tested by Panasonic technicians and individually hand-inspected before it is shipped to you. You will keep the replacement unit and send the original unit to us in the replacement unit's box. UPS will pick up the unit at no charge to you, should it be determined that you are entitled to warranty service. A proof-of-purchase must be included with the returned product. Any unit that is replaced by Panasonic and not shipped with proper proof-of-purchase by you will be subject to a minimum \$100.00 charge. The original unit must be properly packaged in the same manner as the replacement unit, utilizing the packing materials provided. Damage due to improper or inadequate packing will be charged to you as an out-of-warranty cost.

If our 1-800-HELP-FAX technicians determine that your unit may be an "out-of-box failure"⁵, we will attempt to provide you with a factory-new replacement unit⁶. You must ship a copy of your receipt with your original unit to verify that you purchased the unit within 10 days prior to your 1-800-HELP-FAX call.

Requirements:

You must give our technicians a valid credit card number (Discover, VISA, Master Card, or American Express/Optima). Product that is not returned to Panasonic by 10 business days after shipment of the replacement product will be charged to your credit card account at Panasonic's Suggested Retail Price (see dealer for details). If your original unit is not eligible for warranty service, your card will be charged for the non-warranty repair of the unit at Panasonic's current rate for parts and labor and for any shipping charges associated with this program. If you do not wish to pay out-of-warranty repair costs, you will be responsible for returning the replacement unit to Panasonic and for paying all shipping charges associated with this program including the UPS delivery of the replacement product to you, shipment of the problem unit to Panasonic, shipment of the replacement unit back to Panasonic and the return of your original unit back to you. Credit status will be verified prior to sending the replacement product.

1. See dealer for limited warranty details.
2. After the fax advantage program, contact our Continued Services Technical Support Line at 1-900-FAX-HELP (1-900-329-4357), for fee based technical support.
3. Replacement unit is refurbished.
4. Replacement program is only available in the 50 United States, is subject to termination at any time without advance notice, and does not cover optional accessories.
5. "Out-of-box failure" is an inoperable unit that was purchased no more than 10 days prior to your 1-800-HELP-FAX call, and would otherwise qualify for warranty service under the terms and conditions of the limited warranty.
6. Panasonic reserves the right to send a refurbished unit.

**Panasonic Consumer Electronics
Company, Division of Matsushita
Electric Corporation of America**

One Panasonic Way,
Secaucus, New Jersey 07094

**Panasonic Sales Company,
Division of Matsushita Electric of
Puerto Rico, Inc.**

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