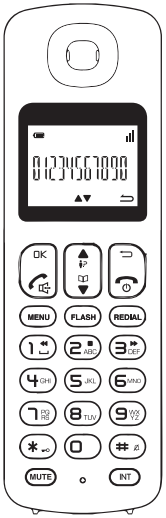
ATIVA®

DECT 6.0 CORDLESS PHONE WITH ANSWERING MACHINE & SPEAKERPHONE

USER MANUAL



Teléfono inalámbrico con contestador automático y altavoz | Manual de usuario

Call for technical support

1-877-777-4357

Llame para asistencia técnica
1-877-777-4357

Before operating this unit, please read all instructions.

Lea atentamente las instrucciones antes de usar este producto.

version 0418
Item 8022567

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Introduction

CAUTION: When using telephone equipment, there are basic safety instructions that should always be followed. Refer to the Import safety instructions section in this book and save them for future reference.

This WPS01 Cordless phone is compliant with the DECT 6.0 standard which operates in the 1.92GHz to 1.93GHz frequency range.

IMPORTANT: Because cordless phones operate on electricity, you should have at least one phone in your home that isn't cordless, in case the power in your home goes out.

Getting Started

Package Contents

Make sure your package includes the items shown here.
Telephone Base Unit
1 Cordless Handset
AC Adapter
Telephone Line Cord
2 Rechargeable AAA Ni-MH Batteries (1.2V, 300mAh)
User Manual

Installation

Important Installation Guidelines

- Avoid sources of noise and heat, such as motors, fluorescent lighting, microwave ovens, heating appliances and direct sunlight.
- Avoid areas of excessive dust, moisture and low temperature.
- Avoid other cordless telephones or personal computers.
- 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 non-insulated telephone wires or terminals, unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying telephone lines.

▶ *Installing the telephone base*

The telephone base should be placed at least 1 meter away from other electrical appliances in order to avoid interference. The handset exchanges radio signals with the telephone base. The strength of these signals depends on the position of the base. You can obtain a stronger signal by placing the base higher.

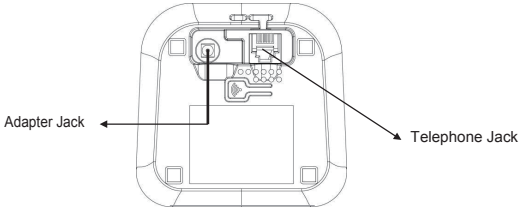
▶ *Operating range of the handset*

The operating range of your telephone is 300 meters outdoors without obstructions between the telephone base and handset. Obstructions reduce the operating range. When the telephone base is located indoors, while the handset is indoors or outdoors, the operating range is reduced to 50 meters. Thick concrete walls reduce the operating range significantly.

▶ *Signal strength*

When the handset is within the operating range of the telephone base, appears on the screen. If the handset is out of range of range, the symbol flashes on the display. Get closer to the telephone base to turn off this indicator.

▶ *Installing and charging the batteries*



1. Insert the plug of the supplied adapter to the back of the telephone base and the other end into an electrical outlet.
2. Plug the telephone line cord to the back of the telephone base and the other end into a telephone wall jack.
3. Insert the rechargeable Ni-MH batteries supplied into the handset by following the correct polarity as indicated. Close the battery compartment.
4. Place the handset on the telephone base and let the batteries charge for 24 hours before using it for the first time.

▶ *Low battery warning*

When the batteries are very low, flashes on the handset screen to prompt you to recharge the batteries.

▶ *Battery performance*

When fully charged, the batteries offer approximately 9 hours of talk time and 100 hours of standby time under ideal conditions. Please note that a new battery reaches its full capacity after several days of normal use. The battery capacity decreases over time, reducing the talk time and standby time. Replace the batteries if necessary.
The batteries and the handset will become hot during charging. This is normal.

Tip
When you are not using your handset, place it on the charger so that you can always have fully charged batteries.

WARNING

DO NOT USE STANDARD OR ALKALINE BATTERIES. THEY MAY EXPLODE AND CAUSE INJURY. ONLY USE RECHARGEABLE NI-MH BATTERIES AS INDICATED IN THIS USER MANUAL.

Risk of explosion if you use incompatible batteries

Never use non-rechargeable batteries. Use only batteries that are identical to the ones supplied with your telephone.

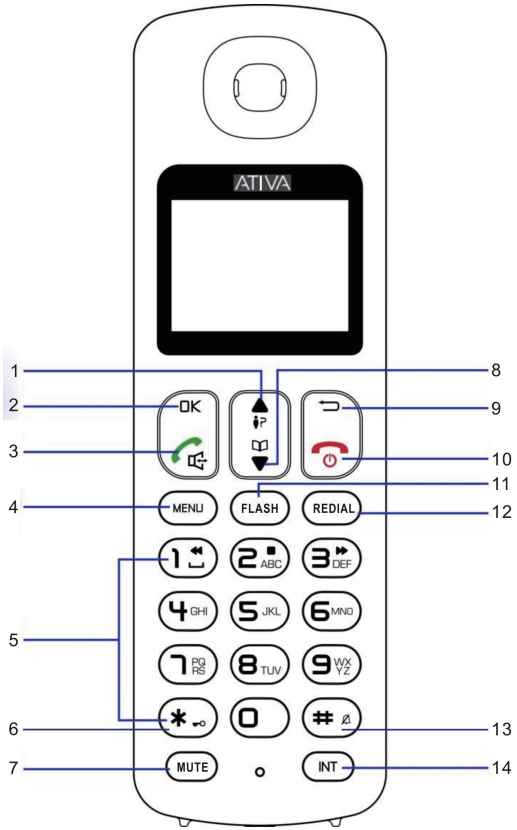
- *Never use alkaline or lithium batteries.*
- *Do not throw a battery into a fire.*
- *Do not open or damage batteries. Electrolyte is corrosive and can cause irritation to eyes and skin. It is also toxic and must not be swallowed.*
- *If you must handle the batteries, avoid them from coming into contact with metal objects. This may cause short circuit or overheating and you may burn yourself.*
- *Do not attempt to recharge the batteries by heating. The battery electrolyte may leak, and may irritate your eyes or skin.*
- *Observe the polarity indicated. Reversing the polarity of the battery may result in electrolyte leakage and explosion.*
- *Remove the batteries if you do not intend to use your phone for several months.*
- *Do not use any other telephone base for charging the handset – the batteries can be damaged.*

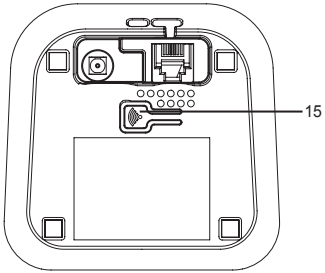
Warning: Danger of explosion if batteries are incorrectly installed.
Use only Ni-MH batteries. The autonomy for the handsets indicated is based on the original capacity of the batteries.

Dispose of used batteries according to the instructions of your local authorities.

Getting to Know Your Phone

Handset overview





1. Up / Call List Button
- In standby mode, press to enter the incoming call list.
- Scroll up through menu options, call lists and phone book entries.
- During a call, press this button to increase the earpiece volume.

2. OK Button
- Press to select menu options and to confirm a displayed option.

3. Talk / Speakerphone Button
- Press to dial, to answer a call and press twice to use the speakerphone function.

4. Menu Button
- Press to open the menu.

5. Numeric, * (Asterisk) and # (Hash) Buttons
- Press to enter a number/character, * sign or # sign.

* (ASTERISK) button: in standby mode, long press to lock/unlock the keypad.
# (HASH) button: in standby mode, long press to activate/deactivate the ringer.

6. * / Key Lock Button
- Press to insert * digit during dialing.
- Press and hold for 3 seconds to lock/unlock the keypad.

7. Mute Button
- During a call by base, press this button to switch Mute on/off. When mute on, your caller cannot hear your voice.

8. Down / Phone Book Button
- In standby mode, press this button to enter the phonebook.
- Scroll down through menu options, call lists and phonebook entries.
- During a call, press this button to decrease the earpiece volume.

9. Back / Delete Button
- In Menu mode, press this button to return to the previous menu.
- In Enter/Edit mode, press to delete characters and digits.

10. End / (On/Off) Button
- Press to end calls.
- Press and hold for 3 seconds to switch the handset on/off.
- When viewing the redial/call lists or when editing, press to exit and return to standby mode.

11. Flash / Play Message Button
- If the phone used behind PBX, press this button for intercom or call transfer.
- If your telephone company provides call waiting service, press FLASH once to answer the call while call waiting ringing, press again to return to the original call.
- In standby mode, press this button to play TAM message when there are the new message is received.

12. Redial Button

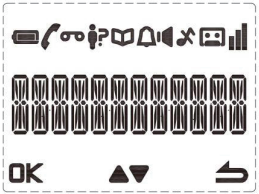
In standby mode, press this button to check the last 5 dialed numbers.

13. # / (Ringer On/Off) Button
- Press to insert # digit during dialing.
- Press and hold 3 seconds to activate/deactivate the ringer in standby mode.

14. Intercom / Transfer Button
- Use to make internal calls or transfer calls to other handsets registered, or establish a three-way call.

15. Page Button
- Press the **PAGE** button to locate the handset. The handset will ring.
- Press and hold for 3 seconds to for registration of base and handset.

Handset Display Icons



	Displays steadily when the battery is full. Flashes when the battery is almost empty.
	Displays steadily when having an external call. Flashes when having an internal call.
	Displays when there is a new voice message is received from the network.
	Displays when a new coming call and hasn't been viewed yet.
	Displays when phonebook is open.
	Displays when an alarm clock is set.
	Displays when handsfree mode is activated.
	Displays when ringer is set to off.
	Displays steadily when answering machine is ON. Flashes when there are new answering machine messages. Flashes quickly when answering machine message is full.
	Indicates for signal strength. Flashes when handset is not registered to the base or if you go out of range.
OK	Indicate a confirmation of selected menu.
▲▼	Indicate more menu options or increase/decrease volume during a call.
	Indicate to return to previous menu or delete a wrong entry.

Using The Menu

- Press **MENU** button to open the menu.
- Press ▲ or ▼ button to scroll the menu option.
- Press **OK** button to confirm menu selection or the setting displayed.
- Press button to return to previous menu.
- Press to exit a menu or cancel an operation at any time to return to standby mode.

Menu Map

PHONEBOOK	PERSONAL SET	CLOCK & ALARM	ADVANCE SET	ANSWERING MACHINE
NEW ENTRY LIST EDIT ENTRY DELETE ALL DELETE ALL DIRECT MEM.	HANDSET NAME RINGER & TONE LANGUAGE AUTO HANG -UP	DATE & TIME SET FORMAT ALARM ALARM TONE	CHANGE PIN REGISTRATION UNREGISTER RESET FLASH (RECALL TIME) DIAL MODE	PLAY DELETE ALL ANSWER ON/OFF RECORD OGM ANSWER MODE SETTINGS RING DELAY REMOTE LANGUAGE

Using Your Telephone

▶ *Switch the handset on/off*

When your handset is off, press and hold until the screen turns on.

To switch off the handset, press and hold until the screen turns off.

▶ *Make a call*

Press . When you hear the dial tone, dial the phone number.

▶ *Preparatory dialing*

1. Enter the phone number first. The number is shown on the display. If you make a mistake, press button to delete a digit.
2. Press to dial the number.

▶ *End a call*

1. Press or place the handset back on the base/charger.

▶ *Speakerphone*

1. You can press twice to make or answer a call in speakerphone mode.
2. You can press each time you wish to switch between handset and speakerphone mode.

▶ *Receiving calls*

When the phone rings, press to answer the call.

▶ *Dialing numbers quickly*
Numbers can also be dialed directly from the phonebook, the calls list or the redial list.

▶ *Adjusting the earpiece volume*
During a call, press ▲ or ▼button to increase or decrease the handset volume.

▶ *Mute the speakerphone*
You can 'Mute' handset to stop your caller from hearing you while you talk to someone else close by.
1. During a call, press MUTE. The handset microphone is muted and the display shows ***MUTE ON***.
2. *Press* MUTE again to resume your call.

▶ *Call timer*
After the first 10 seconds of your call, the talking time is to display.

▶ *Flash*
1. If the phone is used behind PBX, press FLASH button for intercom or call transfer.
2. If your telephone company provides call waiting service, press FLASH once to answer the call while call waiting ringing, press again to return to the original call.

▶ *Redial*
1. Press .
2. Press REDIAL button, the last dialed number will be dialed.

▶ *Review/call back incoming and outgoing numbers*
1. **Review:** In standby mode, press ▲button once to enter the incoming list or press REDIAL button for the dialed list (the last 5 numbers). Then scroll ▲ or ▼ button to view the records.
2. **Call back:** When the desired number is shown, press button to dial the number.

▶ *Make a call from phonebook*
1. In standby mode, press ▼ button and scroll ▲ or ▼ button through the phone list to the entry you want.
2. Press the button to dial the number.

▶ *Copy a number to phonebook*
1. In standby mode, press ▲button or REDIAL button once and scroll ▲ or ▼ button through the list to the entry you want.
2. Press **OK** button. The display shows **SAVE NUMBER.** Press **OK** button.
3. The display shows **ENTER NAME.** Use the keypad to enter the name, and then press **OK**. The display shows **SAVED.** The number is saved to the phonebook.

Additional Handsets
Up to 4 handsets can be registered and to the base.
If you buy new handset to use with your base they will have to be registered to be base before you can use them.

▶ *Internal call*
If you have more than one handset registered to your base, you can:
- Make an internal calls between handsets
- Transfer an external call from one handset to another
- Hold a conference call between two internal handsets and an external call

▶ *Make an internal call*
1. In standby mode, press **INT** button then enter the handset number (1-4) you want. If there are only 2 handsets registered to the base, only need to press **INT** button and the other handset will ring.

▶ *Receive an internal call*
1. ***INTERCOM*** and the number of the handset are displayed to indicate an internal call.
2. Lift the handset or press the button to answer the call.

▶ *Transfer an external call*
You can transfer an external call to another handset registered to your base.
1. During an external call, press **INT** button. Your caller is put on hold.
2. Enter the number of the handset you want to transfer the call to.

If the other handset user does not answer:
You can reconnect to your external caller by pressing **INT** button.
Or, if the other handset user does not answer after 1 minute, you will be automatically reconnected to your external caller.
3. When the other handset answers press button.

▶ *3-Way call*
You can hold a three-way conversation between an external caller and another handset user.
1. During an external call, press **INT** button. Your caller is put on hold.
2. Enter the handset number you want to invite.
3. When the handset answers, press the **OK** button to connect all three callers.

If the other handset does not answer, press **INT** button to return to you external caller.
4. Press button to quit the party conference, and other 2 parties can also continue communication.

Phone Book
You can store up to 50 name and number entries on each handset registered to your base. Each name can be up to 12 characters long and each number up to 24 digits long.

▶ *To review phonebook list*
1. Press **MENU** button, the display shows **PHONE BOOK**. Press **OK** button to confirm.
2. Scroll ▲ or ▼ button to select **LIST**. Press **OK** button and ▲ or ▼ button to view the record, or search alphabetically by entering the first letter of the name. The first name that starts with this letter or the nearest letter in the alphabet will be displayed.

▶ *To add a phonebook memory*
1. Press **MENU** button, the display shows **PHONE BOOK**. Press **OK** button to confirm.
2. Scroll ▲ or ▼ button to select **NEW ENTRY**. Press **OK** button to confirm.
3. The display shows **ENTER NAME**. Use the keypad to enter the name and press button to delete the wrong entry. Press **OK** button to confirm.
4. The display shows **ENTER NUMBER**. Use the keypad to enter the number and press **OK** button to save it.

▶ *To edit a contact*
1. Press **MENU** button, the display shows **PHONE BOOK**. Press **OK** button to confirm.
2. Scroll ▲ or ▼ button to select **EDIT ENTRY**. Press **OK** button to confirm.
3. Scroll ▲ or ▼ button to select the desired record to change. Press **OK** button.
4. Press button to delete the name if needed, enter new name and press **OK** button.
5. Edit the number in the same way, and **OK** button to confirm.

► *To delete a contact*

1. Press **MENU** button, the display shows **PHONE BOOK**. Press **OK** button to confirm.
2. Scroll ▲ or ▼ button to select **DELETE**, press **OK** button.
3. Scroll ▲ or ▼ button to scroll through the list until you see the contact you want to delete.
4. Press **OK** button and the display will show ***CONFIRM?***. Press **OK** again to confirm.

► *To delete all contacts*

1. Press **MENU** button, the display shows **PHONE BOOK**. Press **OK** button to confirm.
2. Scroll ▲ or ▼ button to select **DELETE ALL**, then press **OK** button and the display will show ***CONFIRM?***.
3. Press **OK** again to confirm. All contacts in your phonebook will be deleted.

► *Direct access memory*

There are 2 direct access memories (Buttons 1 & 2) in addition to the phonebook memory. A long press on these 2 buttons in standby mode will dial the preset phone number automatically.

1. Press **MENU** button, the display shows **PHONE BOOK**. Press **OK** button to confirm.
2. Scroll ▲ or ▼ button to select **DIRECT MEM**, press **OK** button.
3. Scroll ▲ or ▼ button to select **KEY 1** or **KEY 2**. Press **OK** button.
4. Press **MENU** button and scroll ▲ or ▼ button to edit or delete a direct memory number. Press **OK** button to edit the name and number and press **OK** button again to confirm.

Personal Settings

► *Handset name*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **PERSONAL SET**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **HANDSET NAME.**
3. Press **OK** button. The display shows the current handset name.
4. Use the keypad to enter the new keypad name, press ⮌ button to delete the wrong entry.
5. Press **OK** button to confirm.

► *Handset tone*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **PERSONAL SET**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **HANDSET TONE**.
3. Press **OK** button. Scroll ▲ or ▼ button to select **RING VOLUME**, **RING TONES** and **KEY BEEP**.
   a. If select **RING VOLUME,** press **OK** button and scroll ▲ or ▼ button to adjust the volume.
   b. If select **RING TONES**, press **OK** button and scroll ▲ or ▼ button to select the melody.
   c. If select **KEY BEEP**, press **OK** button and scroll ▲ or ▼ button to turn it ON or OFF.
4. Press **OK** button to confirm.

Note: If you select ring volume to OFF, there will be a ringing off icon display on display. When there is an incoming call, the handset will not ring. (Press and hold button # to switch the handset external call ring on/off).

► *Language*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **PERSONAL SET**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **LANGUAGE**.
3. Press **OK** button. Scroll ▲ or ▼ button to select the desired language.
4. Press **OK** button to confirm.

► *Auto Hang-up*

Auto hang-up allows you to select end the call automatically by putting the handset back to base or rather pressing the End call key.

1. Press **MENU** button. Scroll ▲ or ▼ button to select **PERSONAL SET**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **AUTO HANG-UP**.
3. Press **OK** button. Scroll ▲ or ▼ button to select **ON** or **OFF**.
4. Press **OK** button to confirm.

Clock & Alarm

► *Date & time*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **CLOCK & ALARM**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **DATE & TIME.**
3. Press **OK** button. The screen displays the current date. Use the keypad to edit the year, month and date.
4. Press **OK** button to confirm. The screen displays the current time. Use the keypad to edit the time.
5. Press **OK** button to confirm.

Note: The date and time will be automatically set when the first caller ID message is received.

► *Set date & time format*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **CLOCK&ALARM**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **SET FORMAT.**
3. Press **OK** button. Scroll ▲ or ▼ button to select **TIME FORMAT** or **DATE FORMAT.**
4. Press **OK** button.
   a. If select **TIME FORMAT**, scroll ▲ or ▼ button to select **24 HOURS** or **12 HOURS**.
   b. If select **DATE FORMAT**, scroll ▲ or ▼ button to select **MM**(month)/**DD**(date) or **DD/MM**.
5. Press **OK** button to confirm.

► *Set the alarm*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **CLOCK&ALARM**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **ALARM**.
3. Press **OK** button. Scroll ▲ or ▼ button to select **ON ONCE**, **ON DAILY** or **OFF**.
4. If the alarm is set to ON, use the keypad to adjust the alarm time and scroll ▲ or ▼ button to select AM or PM if time format is 12 hours.
5. Press **OK** button to confirm. The icon will show on standby display.

Note: once the alarm is triggered, press any key to stop it.

► *Set the alarm tone*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **CLOCK&ALARM**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **ALARM TONE**.
3. Press **OK** button. Scroll ▲ or ▼ button to select the desired melody for alarm.
4. Press **OK** button to confirm.

Advanced Settings

► *Change system PIN*

The system PIN is required for handset registration and de-registration, and for accessing the answering machine remotely. The default Master PIN code is **0000**.

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ADVANCED SET**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **CHANGE PIN**.
3. Press **OK** button. The display shows ***PIN----.*** Enter the current PIN code by keypad.
4. Press **OK** button to confirm. The display shows ***NEW----***. Enter the new PIN code and press **OK** to confirm.

► *Registration*

Registration is the process to link a new handset to the base. A maximum of 4 handsets can be associated with the base.
Handset batteries must be fully charged and you must be closed to the base to register.
Handset that supplied inside this package is already registered.

1. **At the base**: Press and hold the **PAGE** button for 5~6 seconds.
2. **At the handset**:

a. Press **MENU** button. Scroll ▲ or ▼ button to select **ADVANCED SET**
b. Press **OK** button. Scroll ▲ or ▼ button to select **REGISTRATION**.
c. Press **OK** button, the display shows ***PIN----.*** Enter the 4 digit PIN code (default 0000) for the base.
d. Press **OK** button to confirm. The display shows **WAITING**.

3. After few seconds, there will be a confirmation sound from the handset. The handset and base have registered successfully. It will automatically assign a number which is displayed on the handset and must be used for internal calls.

Notes:

1) If the PIN code is incorrect, the handset returns to standby after 2 minutes. Try registering again.
2) If no base is found in 2 minutes, an error tone to indicate failed registration and the handset returns to standby mode. Try registering again.

► *De-registration*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ADVANCED SET**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **UNREGISTER**.
3. Press **OK** button. The display shows ***PIN----.*** Enter the 4 digit PIN code (default 0000).
4. Press **OK** button. Scroll ▲ or ▼ button to select the handset you want to de-register.
5. Press **OK** button to confirm.

► *Restore factory default*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ADVANCED SET**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **RESET**.
3. Press **OK** button. The display shows ***CONFIRM?***
4. Press **OK** button. All the settings would be restored to factory default (the phonebook memory and answering machine messages will not be removed).

► *Flash (Recall time)*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ADVANCED SET**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **RECALL TIME**.
3. Press **OK** button. Scroll ▲ or ▼ button to select among **LONG**(600ms), **MEDIUM**(270ms), and **SHORT**(100ms). Note: default is **LONG** (600ms).
4. Press **OK** button to confirm.

► *Dial mode*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ADVANCED SET**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **DIAL MODE**.
3. Press **OK** button. The display shows **TONE**. Scroll ▲ or ▼ button to select **TONE** or **PULSE**.
4. Press **OK** button to confirm.

Using The Answering Machine (TAM)

- This product can digitally record up to 12 minutes of message.
- You can operate your answering machine from the handset, or remotely from other telephones.
- You will need to set the correct date and time (if you have not already done so) so that you will know when each message was received. If you subscribe to Caller display service, the date and time would be set on the handset automatically. If you need to set it manually, please reset it under **CLOCK & ALARM** > **DATE & TIME**.
- The PIN code for remote access to answering message is same as the system PIN (default as 0000). If you change to your own system PIN code, the remote access PIN code need to be changed accordingly.

► *Switch the answering machine on/off*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ANSW MACHINE.**
2. Press **OK** button. Scroll ▲ or ▼ button to select **ANSW ON/OFF.**
3. Press **OK** button. Scroll ▲ or ▼ button to select **ON** or **OFF.**
4. Press **OK** button to confirm.

► *Set an answer mode*

1. After switching the answering machine on, scroll ▲ or ▼ button to select **ANSW MODE.**
2. Press **OK** button. Scroll ▲ or ▼ button to select **ANSW & RECORD** or **ANSW ONLY.**
3. Press **OK** button to confirm.

Outgoing messages (OGMs)

The outgoing message is the message a caller first hears when the answering machine picks up their call. This product has two pre-recorded outgoing messages, one is for answer & record and one is for answer only. You can also record your own. If you record you own outgoing messages, the original OGM will be replaced. If you delete you own message, the original OGM will be re-instated.

► *Play, record and delete OGMs*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ANSW MACHINE**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **RECORD OGM**.
3. Press **OK** button. Scroll ▲ or ▼ button to select **ANSW & RECORD** or **ANSWER ONLY**. Press **OK** button.
   a. Scroll ▲ or ▼ button to select **PLAY OGM**. The OGM will be played.
   b. Scroll ▲ or ▼ button to select **RECORD OGM**. Press **OK** button. The display shows ***RECORDING…***Speak your own OGM to the handset and press **OK** to confirm.
   c. Scroll ▲ or ▼ button to select **DELETE**. Press **OK** button. The recorded OGM will be deleted and the default OGM will be played.

► *Listening to your messages*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ANSW MACHINE**.
2. Press **OK** button. The display shows ***PLAY***. Press **OK** button. The answering machine messages will be played from the latest received ones to the old messages.
   During message playing, press ▲ or ▼ button to adjust the speakerphone volume, and
   a. Press **1** to skip back to the previous message.
   b. Press **3** to skip forward to the next message.
   c. Press **2** to stop playing.

Note: when there are new answering messages, you can also press **FLASH** button directly in standby mode to listen to the messages.

► *Delete an answering message*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ANSW MACHINE**.
2. Press **OK** button. The display shows ***PLAY***. Press **OK** button. The answering machine messages will be played from the latest received ones to the old messages.
3. During message playing, press **OK** button. The display shows ***REPEAT***.
4. Scroll ▲ or ▼ button to select ***DELETE***. Press **OK** button. The current playing message will be deleted.

► *Delete all answering messages*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ANSW MACHINE**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **DELETE ALL.**
3. Press **OK** button. The display shows ***CONFIRM?*** Press **OK** button then all the old messages will be deleted. The new messages can't be deleted.

► *Ring delay*

Ring delay sets the number of times your product will ring before the answering machine picks up your call and starts playing the outgoing message.
You can change this setting to between 2-7 rings or economy. The default setting is 5 rings.

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ANSW MACHINE**.
2. Press **OK** button. Scroll ▲ or ▼ button to select **SETTINGS**.
3. Press **OK** button. Scroll ▲ or ▼ button to select **RING DELAY**.
4. Press **OK** button. Scroll ▲ or ▼ button to select the number of rings required and press **OK** button to confirm.

Economy

When you call from another phone to access your messages remotely, if your answering machine is set to Economy, and you have new messages it will answer after 3 rings, if you do not have any new messages, it will ring after 5 rings. This means you can hang up after 3 rings knowing you have no new messages, saving you time and the cost of the call.

► *Remote access*

You can operate your answering machine from other phone by calling your phone and entering the TAM PIN code (default as 0000). Using a PIN code prevents other people from accessing your answer machine and messages without permission.
To check the answering machine message remotely, please make sure **MENU**> **ANSWERING MACHINE** > **SETTINGS** > **REMOTE** is activated.

1. Dial your telephone number. When you hear your outgoing message, press **#** button and enter the PIN code quickly. The TAM messages will be played.
   a. If the security code is correct, the new answering messages will be played from the latest received one to the oldest.
   b. If you enter an incorrect PIN code or there is no message, you will hear a prompt sound and the phone will be disconnected after few seconds.
2. When messages are playing. Simply follow the instruction as indicated below:
   - Press 1 to skip back to the previous message.
   - Press 2 to restart the current message.
   - Press 3 to skip forward to the next message
   - Press 6 to delete current playing message.
   - Press 8 to stop playback

When in the remote control while not playing messages, you can press keys for below functions:

- Press 7 to switch the answer machine ON
- Press 9 to switch the answer machine OFF

► *Select a language for answering machine*

1. Press **MENU** button. Scroll ▲ or ▼ button to select **ANSW MACHINE**.
2. Press OK button. Scroll ▲ or ▼ button to select **SETTINGS**.
3. Press OK button. Scroll ▲ or ▼ button to select **LANGUAGE**.
4. Press OK button. Scroll ▲ or ▼ button to select the OGM language (English, Spanish, French).

Troubleshooting Guide

No signal icon displayed on the display
The handset is out of range. Move it closer to the base.

No dialing tone
Check your phone connections.
The handset is out of range. Move it closer to the base.

No docking tone
The handset is not placed properly on the base / charger.
The charging contacts are dirty. Disconnect the power adaptor first and clean the contact with proper damp cloth.

The handset on the charger does not charge
Make sure the batteries are inserted correctly.
Make sure the handset is placed properly on the base / charger.
The charging contacts are dirty. Disconnect the power adaptor first and clean the contact with proper damp cloth.
Batteries are defective. Purchase new ones for replacement.

No display
Make sure the batteries are charged.
Make sure there is power input and the phone is connected.

The handset has no ring
Long press # button to turn on the ringer.

Keypad is no use
Check if keypad is locked. Long press * button to unlock the keypad.

The volume is too low when taking a call
Press ▲ button to increase the volume.

PIN code is lost
You can restore the PIN code to the default value (0000) via **Menu**>**Advanced set**> **Reset**. The PIN code for remote access can be restored in the same way.

Most of the functions failed
If the battery icon is flashing, charge the batteries.
Remove the battery, unplug the lines and reinstall after 10 minutes.

Note:
If none of the above suggestions solves your problems, try unplugging the telephone base from the mains and removing the batteries from all handsets. Wait 15 minutes and then reconnect everything.

General Product Care

To keep your unit working and looking good, follow these guidelines:

- Avoid dropping the handset, as well as other rough treatment to the phone.
- Clean the phone with a soft cloth.
- Never use strong cleaning agents, paint thinner, abrasive powder, alcohol, or other chemical products to clean the unit. Doing so will damage the finishing.
- Retain the original packaging in case you need to ship the phone at a later date.
- Periodically clean the charge contacts on the handset and base with a clean pencil eraser.

Important Safety Instructions

Some of the following information may not apply to your particular product; however, when using telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury to persons, including the following:

1. Read and understand all instructions.
2. Follow all warnings and instructions marked on the product.
3. Unplug this product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning.
4. Telephones should not be used while you are in a bathtub, shower or pool. Immersion of the telephone or handset in water could cause an electrical shock.
5. Slots and openings in the cabinet back or bottom are provided for ventilation, to protect it from overheating. Do not block or cover these openings. Do not block the openings by placing the product on a bed, sofa, rug, or other similar surface. Do not place this product in a built-in installation unless proper ventilation is provided.
6. Only operate this product from the type of power source indicated on the marking label. If you are not sure of the type of power supply to your home, consult your dealer or local power company.
7. Plug the adaptor into an easily accessible electrical outlet near the equipment.
8. Do not allow anything to rest on the power cord. Do not locate this product where the cord will be abused by persons walking on it.
9. Do not overload wall outlets and extension cords as this can result in the risk of fire or electric shock.
10. Never push objects of any kind into this product through cabinet slots as they may touch dangerous voltage points or short out parts that could result in a risk of fire or electric shock. Never spill liquid of any kind on the product.
11. Never spill liquid of any kind on the product.
12. To reduce the risk of electric shock, do not disassemble this product. If service or repair work is required, take it to a qualified serviceman. Opening or removing covers may expose you to dangerous voltages or other risks. Incorrect reassembly can cause electric shock when the appliance is subsequently used.
13. Do not expose the product to extreme temperatures such as areas near a hot radiator, stove or in a hot car. Do not place product upon other consumer electronic products such as; computer monitors, power amplifiers, etc.
14. Do not place lighted candles, cigarettes, cigars, etc., on the telephone.
15. Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
16. Never install or modify telephone wiring during a lightning
17. Never install telephone jacks in wet locations unless the jack is specifically designed for wet locations.
18. Use caution when installing or modifying telephone lines to prevent electrical shock and/or fire.
19. Under the following conditions, unplug this product from the wall outlet and refer servicing to qualified service personnel:
    A. The power supply cord or plug is damaged or frayed.
    B. The product has been exposed to rain or water.
    C. The product does not operate normally by following the operating instructions.
    D. The product's cabinet has been damaged.
    E. The product exhibits a distinct change in performance.
20. Avoid using a telephone (other than a cordless type) during an electrical storm. There may be a remote risk of electric shock from lightning.
21. Do not use the telephone to report a gas leak in the vicinity of the leak.
22. Do not place this product on an unstable cart, stand, or table. The product may fall, causing serious damage to the product.
23. Only use attachments/accessories specified by the manufacturer.
24. Unplug this apparatus during lightning storms or when unused for long periods of time.

IF YOUR PRODUCT UTILIZES BATTERIES, THE FOLLOWING ADDITIONAL PRECAUTIONS SHOULD BE OBSERVED:

1. Use only the type and size battery(ies) specified in the user manual.
2. Do not use this product if the battery door is removed or missing.
3. Replace batteries that appear to be swollen or have damaged wiring.
4. Do not dispose of the battery(ies) in fire. They may explode. Check with local codes for possible special disposal instructions.
5. Do not open or mutilate the battery(ies). Released electrolyte is corrosive and may cause damage to the eyes or skin. It may be toxic if swallowed.
6. Exercise care in handling battery(ies) in order not to short out the battery(ies) with conducting materials such as rings, bracelets, and keys. The battery(ies) or conductor may overheat and cause burns.
7. Do not attempt to recharge the battery(ies) provided with or identified for use with this product that are not rechargeable. The battery(ies) may leak corrosive electrolyte or explode.
8. Do not attempt to rejuvenate the battery(ies) provided with or identified for use with this product by heating them. Sudden release of the battery(ies) electrolyte may occur causing burns or irritation to eyes or skin.
9. When replacing battery(ies), all batteries should be replaced at the same time. Mixing fresh and discharged batteries could increase internal cell pressure and rupture the discharged battery(ies). (Applies to products employing more than one separately replaceable primary battery.)
10. When inserting battery(ies) into this product, the proper polarity or direction must be observed. Reverse insertion of battery(ies) may result in leakage or explosion.
11. When inserting battery(ies) into this product, do not twist or pinch the wires or allow wires to become pinched in battery door.
12. If storing over 30 days, remove battery(ies) from this product because the battery(ies) could leak and damage the product.
13. Discard "dead" battery(ies) as soon as possible since "dead" batteries are more likely to leak in a product.
14. Do not store this product, or the battery(ies) provided with or identified for use with this product, in high-temperature areas. Batteries that are stored in a freezer or refrigerator for the purpose of extending shelf life should be protected from condensation during storage and defrosting. Batteries should be stabilized at room temperature prior to use after cold storage.
15. If your product uses rechargeable battery(ies), charge the battery(ies) only in accordance with the instructions and limitation specified in the User Guide.

WARNING: TO PREVENT FIRE OR ELECTRICAL SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR MOISTURE.

THE LIGHTNING FLASH AND ARROW HEAD WITHIN THE TRIANGLE IS A WARNING SIGN ALERTING YOU OF "DANGEROUS VOLTAGE" INSIDE THE PRODUCT.	**CAUTION:** RISK OF ELECTRIC SHOCK DO NOT OPEN. CAUTION: TO REDUCE THE RISK OF ELECTRIC SHOCK, DO NOT REMOVE COVER (OR BACK). NO USER SERVICEABLE PARTS INSIDE. REFER SERVICING TO QUALIFIED SERVICE PERSONNEL.	THE EXCLAMATION POINT WITHIN THE TRIANGLE IS A WARNING SIGN ALERTING YOU OF IMPORTANT INSTRUCTIONS ACCOMPANYING THE PRODUCT.
SEE MARKING ON BOTTOM / BACK OF PRODUCT		

Federal Communication Commission Interference Statements

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.

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 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

FCC Caution: Any changes or modifications not expressly approved by the party responsible for compliance could void user's authority to operate this equipment. To maintain the compliance with FCC's RF exposure guideline, place the base unit at least 20 cm from nearby person.

Warning: Changes or modifications to this equipment not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

a. This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the ***bottom*** of this equipment is a label that contains, among other information, a product identifier in the format ***US:ID9W401AWPS01.*** If requested, this number must be provided to the telephone company.

b. An applicable certification jacks Universal Service Order Codes (USOC) for the equipment is provided (i.e., ***RJ11C***) in the packaging with each piece of approved terminal equipment.

c. 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. See installation instructions for details.

d. 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:ID9W401AWPS01***. The digits represented by 01 are the REN without a decimal point *(e.g.*, 03 is a REN of 0.3). For earlier products, the REN is separately shown on the label.

e. If this equipment WPS01 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.

f. 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.

g. Should you experience trouble with this equipment, please contact Office Depot Inc./1-877-777-4357 for repair or warranty information. 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.

h. Please follow instructions for repairing if any (e.g. battery replacement section); otherwise do not alternate or repair any parts of device except specified.

i. Connection to party Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission or corporation commission for information.

j. **NOTICE:** If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this WPS01does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified installer.

k. This equipment is hearing aid compatible

Office Depot, Inc. Limited One Year Product Warranty

This limited warranty covers the original purchase of new product used for normal commercial, personal or household use. Office Depot, Inc. (ODP) warrants its products will be free from defects in materials and workmanship (normal wear and tear excepted), for one (1) year from the date of purchase, except as provided below. ODP, at its option, will replace with a comparable product, free of charge, any product purchased from it that fails under normal use as a result of such defect. This warranty does not apply to damage caused by fire, accident, negligence, misuse, use other than as stated in product instructions, improper cleaning or other circumstances not directly attributable to defects in materials and workmanship.

Proof of purchase is required in the form of a receipt (copy or original) to validate warranty. Warranty claims without the receipt may be rejected.

If Office Depot, Inc. chooses to provide a refund for such product, it will be fulfilled in the form of an Office Depot Merchandise card. Claims fulfilled in this manner take approximately 30 days to process.

ODP PROVIDES THIS LIMITED WARRANTY IN LIEU OF ALL OTHER WARRANTIES EITHER EXPRESSED OR IMPLIED. EXPRESSLY EXCLUDED ARE ALL WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY. OFFICE DEPOT'S SOLE OBLIGATION AND THE USER'S EXCLUSIVE REMEDY UNDER THIS WARRANTY SHALL BE LIMITED TO THE REPAIR, REFUND (IN THE FORM OF AN OFFICE DEPOT MERCHANDISE CARD) OR REPLACEMENT AT ODP'S SOLE DISCRETION AND COST, OF PRODUCT OR COMPONENTS.

IN NO EVENT SHALL ODP, ITS AFFILIATES, SUBSIDIARIES OR PARENT COMPANIES BE RESPONSIBLE FOR CONSEQUENTIAL, SPECIAL, OR INCIDENTAL DAMAGES ARISING OUT OF A CLAIM OF DEFECTIVE PRODUCT EVEN IF ODP HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

SOME STATES OR PROVINCES DO NOT ALLOW THE EXCLUSION OF IMPLIED WARRANTIES OR LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY LASTS OR THE EXCLUSION OR LIMITATION OF INCIDENTIAL OR CONSEQUENTIAL DAMAGES SO THE ABOVE LIMITATIONS MAY NOT APPLY TO YOU. THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS WHICH MAY VARY BY STATE OR PROVINCE.

THIS WARRANTY APPLIES ONLY TO THE U.S. AND CANADA.

Service Instructions
Please call: 1-877-777-4357 (Monday to Friday 8am to 8pm EST) for warranty service.