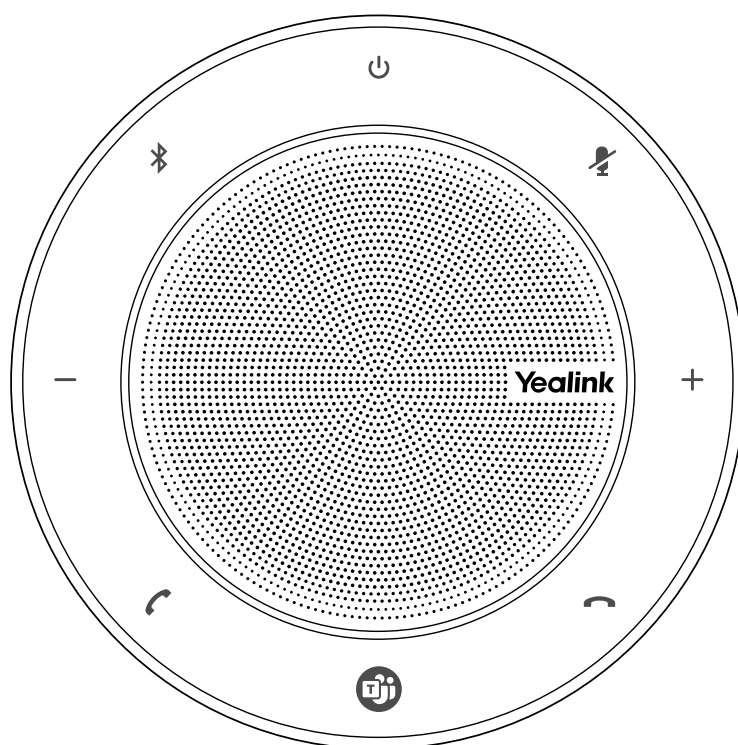


# Yealink

## USB Speakerphone USB 扬声器

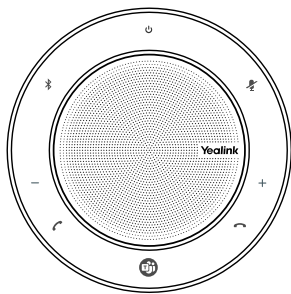
CP700



English | 简体中文

**Quick Start Guide (v1.0)**  
**快速入门指南**

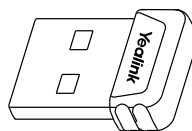
## Package Contents



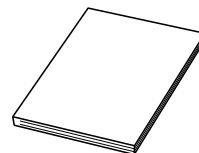
CP700



Zipper Bag



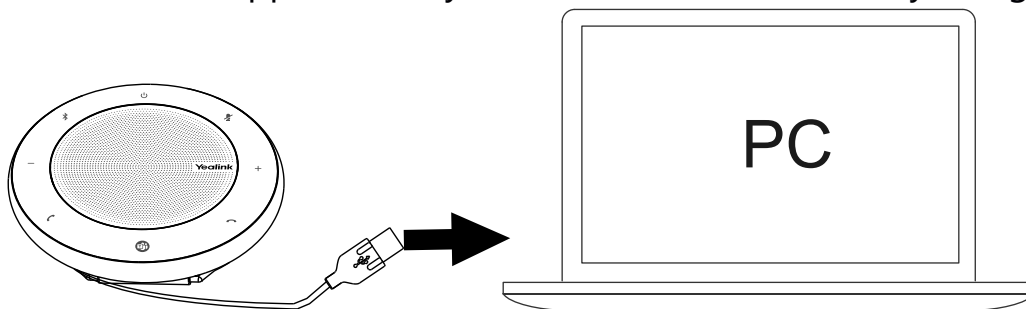
BT50(optional)



Quick Start Guide

## Charging Your CP700

Plug the CP700 into a USB power source. The CP700 battery lasts for up to 12 hours of talk time and takes approximately 3 hours (5V/500mA) to fully charge.



The marking information is located at the bottom of apparatus

Warning

To avoid replacement of a battery with an incorrect type

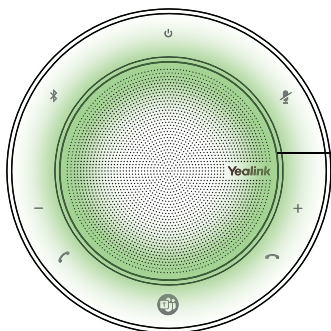
Don't disposal of a battery into fire or a hot oven, or mechanically crushing or cutting of aBattery.

Don't leaving a battery in an extremely high temperature surrounding environment

To avoid battery subjected to extremely low air pressure.

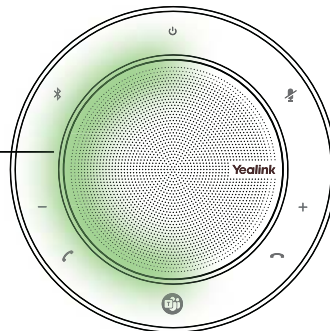
## Viewing the Battery Status

Tap  to view the battery status.

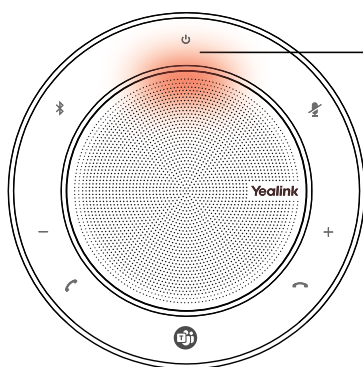


Full battery

green



Medium battery

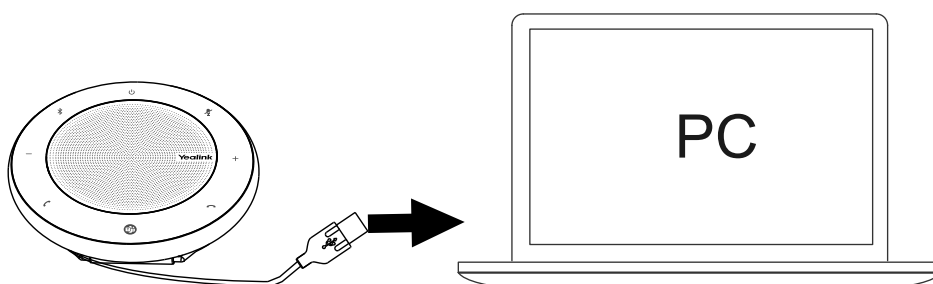


Extremely low on power, flashing red

Low battery

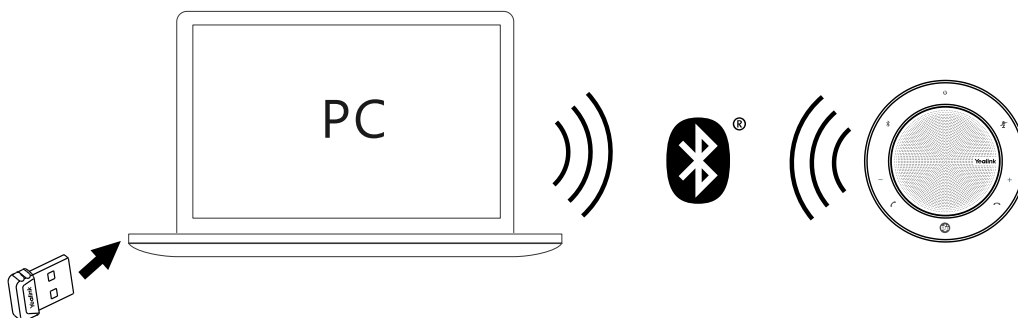
## Connecting Your CP700

### Connect to PC via USB Cable



### Connect to PC via Bluetooth

Connect the BT50 into a USB port on your PC. The CP700 and the BT50 are pre-paired and ready to use out of the box. The Bluetooth range is 30m/100ft.

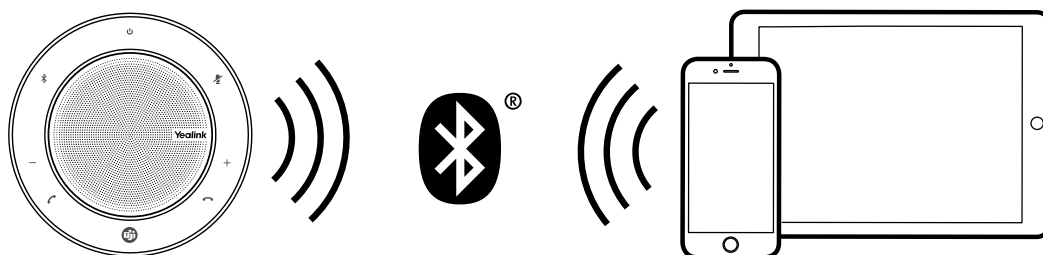


Note: If there is no sound coming from your CP700, you may need to set the CP700 as the playback device in your operating system's audio settings.

### Connect to smartphone via Bluetooth

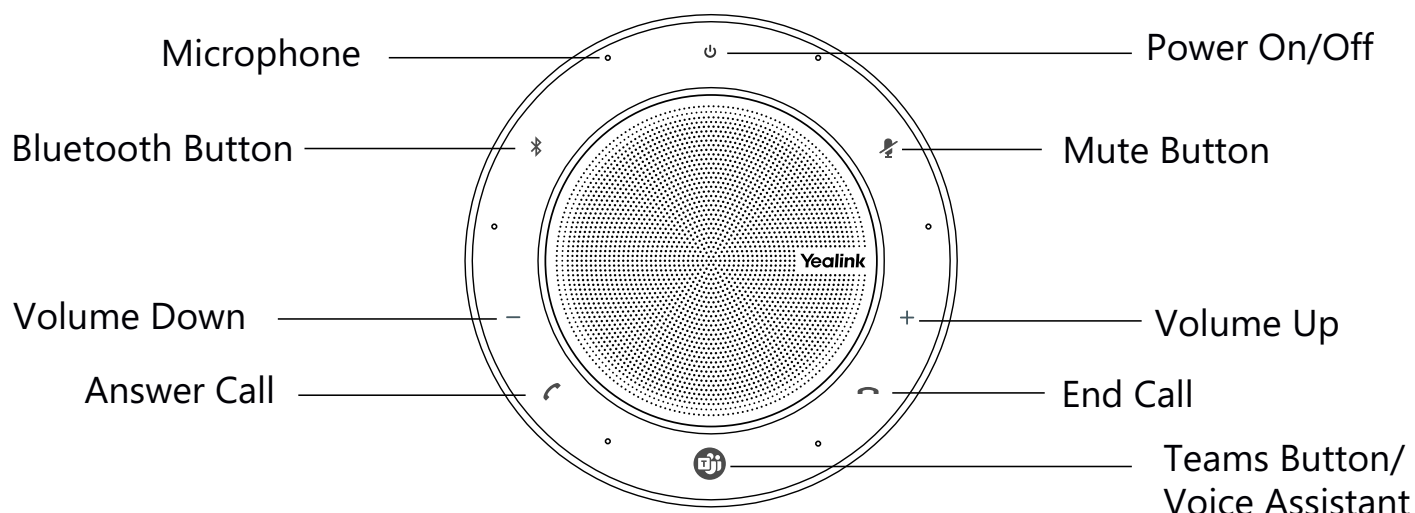
Hold  for 3 seconds to enter the pairing mode, and pair to your smartphone when you will hear the Bluetooth pairing instructions. Then select the CP700 from the Bluetooth device list on smartphone to connect it.

The Bluetooth range is 10m/30ft.



To disconnect, double-tap .  
To reconnect, tap  again.

## Using Your CP700



The CP700 is compatible with Microsoft Teams/Skype for Business client and Yealink VCD client. The CP700 can connect to PC via USB cable or Bluetooth, and to smartphone via Bluetooth. After connected, you can control the calls on the CP700.

| Task                   | Do                                                                                                                                                                                               |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Power on or off        | Hold  for 3 seconds.                                                                                            |
| Answer a call          | Tap  .                                                                                                          |
| End or reject a call   | Tap  .                                                                                                          |
| Volume up/down         | Tap  /  .                      |
| Mute/unmute microphone | During a call, tap  . The mute LED Indicator and LED light-ring glow red.                                     |
| Hold a call            | During a call, tap  . The LED light-ring flashes green.                                                       |
| Reset to the factory   | Hold  and  for 6 seconds. |

Note: If you do not use the CP700 within 60 seconds, the CP700 will go to the power safe mode, under this mode, you can tap any key to awake the CP700. The Bluetooth pairing information will be cleared if you reset the CP700 to the factory.

## Teams Button functions

| Task                                       | Do                                                                                                       |
|--------------------------------------------|----------------------------------------------------------------------------------------------------------|
| Activate Cortana                           | Hold  for 2 seconds. |
| Invoke the Teams client                    | Tap  .               |
| Activate your smartphone's voice assistant | Tap  .               |

Note: Before using the Teams button functions, you should install the Microsoft Teams client on your PC or smartphone.

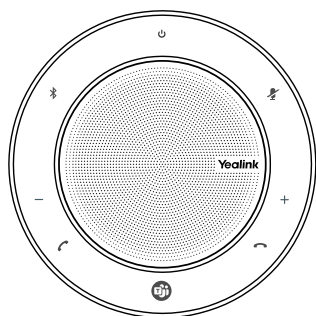
## Teams Button LED Indicator

| LED Indicator       | Description                                                          |
|---------------------|----------------------------------------------------------------------|
| Slow-flashing white | Receive incoming calls/voice mails/<br>Teams Notification Indicators |
| Solid green         | Connected                                                            |
| Off                 | Disconnected                                                         |

## BT50 LED Indicator

| LED Indicator      | Description  |
|--------------------|--------------|
| Slow-flashing blue | Pairing      |
| Solid blue         | Connected    |
| Off                | Disconnected |

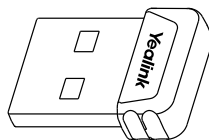
## 包装清单



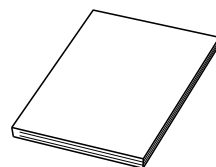
CP700



拉链包



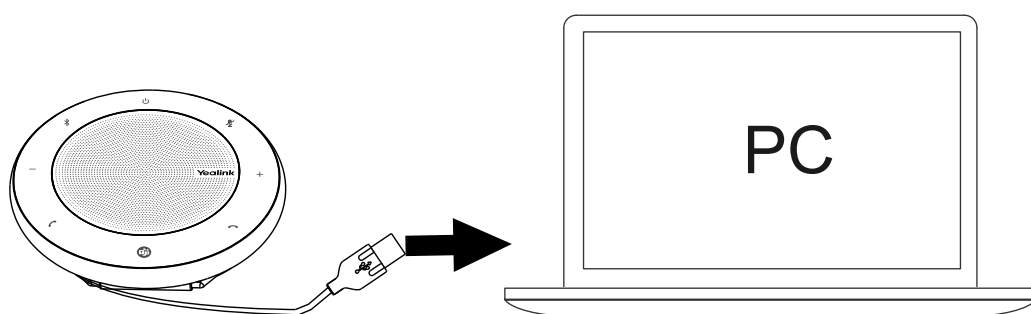
BT50(可选)



快速入门指南

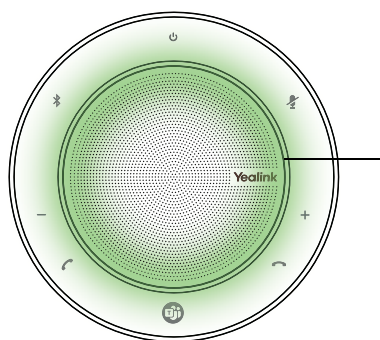
## 充电

使用CP700自带的USB线缆接入USB电源。CP700电池可支持10小时通话时长, 充满电大约需要3小时(5V/500mA)。



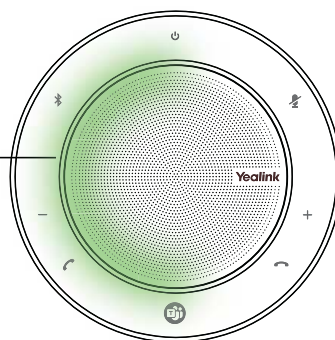
## 检查电量

在开机状态下, 按  查看电池电量状态。

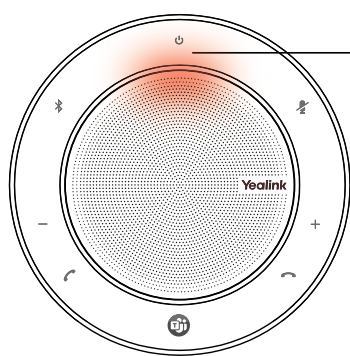


满格

绿色



中等电量

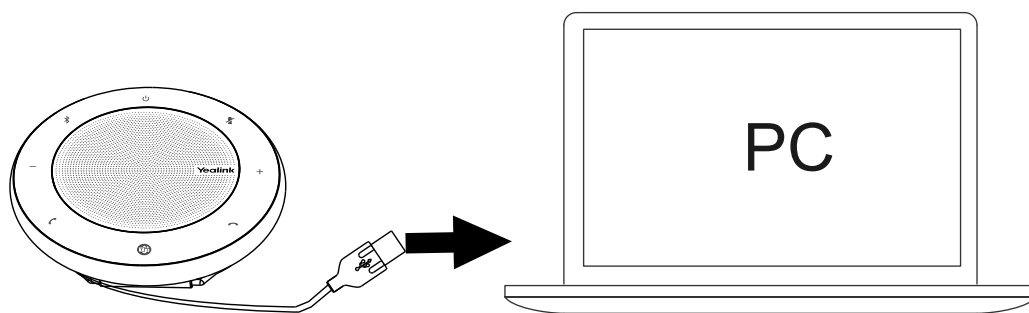


超低电量时,红灯闪烁

低电量

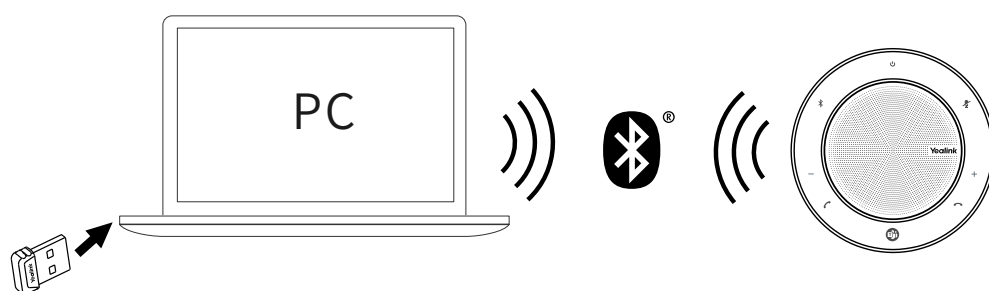
## 连接CP700

### 通过USB线连接至PC



### 通过蓝牙连接至PC

将BT50插入电脑的USB接口。BT50与CP700已预先配对,开箱即可使用。蓝牙距离为 30米。

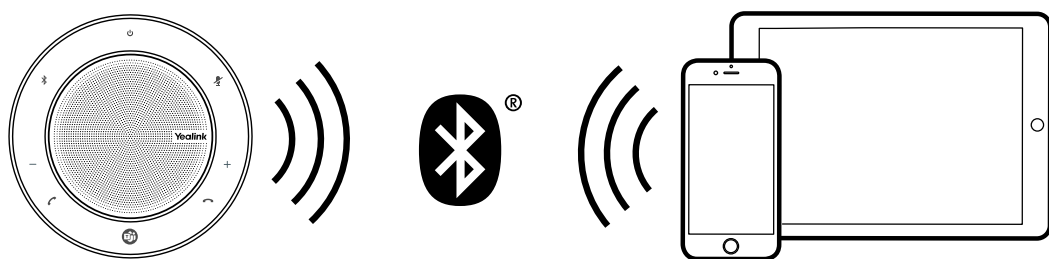


说明:如果使用过程无声,尝试手动将CP700设为系统音频设备。

### 连接至移动电话

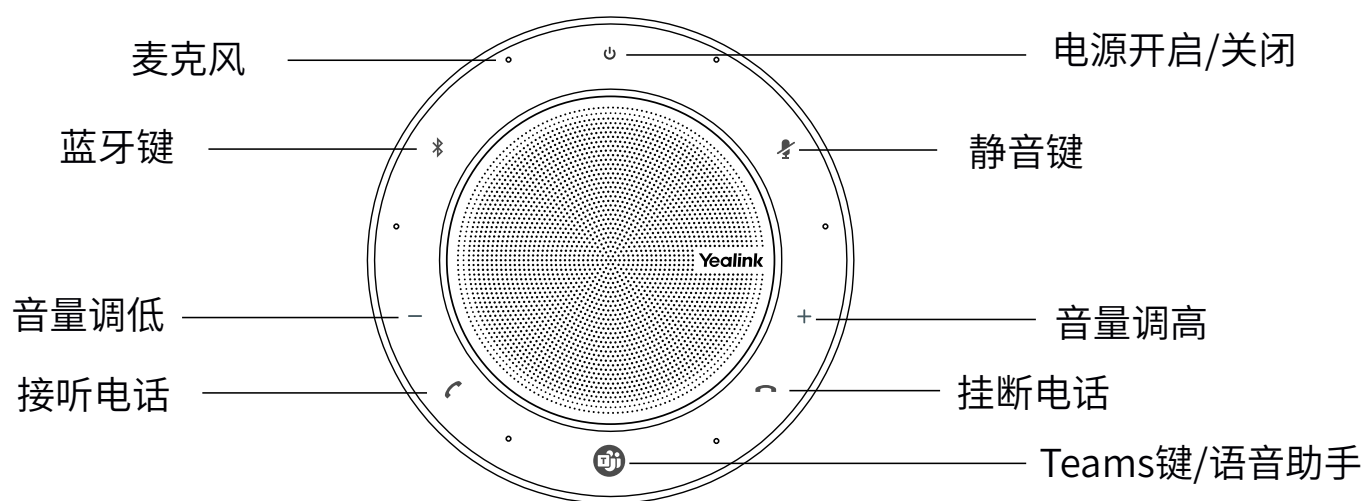
长按蓝牙键  3S, 蓝牙进入配对模式, 然后与智能电话进行配对。并在智能电话上蓝牙设备列表中选择并连接CP700。

蓝牙距离为10米。



如果要断开蓝牙连接, 双击蓝牙键  断开连接。  
再次按蓝牙键  可重新连接。

## 使用CP700



CP700可以兼容Microsoft Teams/Skype for Business客户端、Yealink UME/VCD客户端。CP700可以通过蓝牙连接至智能手机, 或通过USB线/蓝牙连接至PC, 连接后, 你可以在CP700上控制通话。

| 任务         | 操作                                                                                                                                                                                        |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 开机/关机      | 长按电源键  3秒。                                                                                               |
| 接听来电       | 按接听键  。                                                                                                  |
| 挂断电话/拒接来电  | 按挂断键  。                                                                                                  |
| 音量调高/调低    | 按音量调高键  / 调低键  。      |
|            | 环形灯带的蓝色LED数增多/减少。                                                                                                                                                                         |
| 麦克风静音/取消静音 | 通话中, 按静音键  。                                                                                             |
|            | 静音键红灯常亮, 环形灯带呈红色。                                                                                                                                                                         |
| 通话保持       | 通话中, 按接听键  。                                                                                             |
|            | 环形灯带绿色闪烁。                                                                                                                                                                                 |
| 恢复出厂       | 按住接听键  和挂断键  6秒钟。 |

说明: CP700在60秒无操作后进入低功耗模式, 在该模式下, 你可以按任意键激活。  
恢复出厂后, 蓝牙配对信息会被清空。

## Teams键功能

| 任务          | 操作                                                                                                             |
|-------------|----------------------------------------------------------------------------------------------------------------|
| 激活Cortana   | 长按Teams键  2秒。               |
| 调出Teams客户端  | Teams客户端连接成功后, 按Teams键  。 |
| 唤醒智能手机的语音助手 | 按Teams键  。                  |

说明: 在使用Teams按键功能之前, 需要先在PC或智能手机上安装Microsoft Teams客户端。

Teams指示灯的状态

| 指示灯  | 描述                 |
|------|--------------------|
| 白色慢闪 | 收到未接来电/语音留言/会议通知提示 |
| 白色常亮 | 连接成功               |
| 不亮灯  | 未连接                |

BT50指示灯的状态

| 指示灯  | 描述     |
|------|--------|
| 蓝色慢闪 | 进入配对状态 |
| 蓝色常亮 | 连接成功   |
| 不亮灯  | 未连接    |

## Regulatory Notices

### Operating Ambient Temperatures

- Operating temperature: +32 to 104°F (0 to 40°C)
- Relative humidity: 5% to 90%, noncondensing
- Storage temperature: -22 to +160°F (-30 to +70°C)

### Warranty

Our product warranty is limited only to the unit itself, when used normally in accordance with the operating instructions and the system environment. We are not liable for damage or loss resulting from the use of this product, or for any claim from a third party. We are not liable for problems with Yealink device arising from the use of this product; we are not liable for financial damages, lost profits, claims from third parties, etc., arising from the use of this product.

### Explanation of the symbols

#### ● DC symbol

⎓ is the DC voltage symbol.

#### ● WEEE Warning symbol

 To avoid the potential effects on the environment and human health as a result of the presence of hazardous substances in electrical and electronic equipment, end users of electrical and electronic equipment should understand the meaning of the crossed-out wheeled bin symbol. Do not dispose of WEEE as unsorted municipal waste and have to collect such WEEE separately.

### Restriction of Hazardous Substances Directive (RoHS)

This device complies with the requirements of the EU RoHS Directive. Statements of compliance can be obtained by contacting support@yealink.com.

## Safety Instructions

Save these instructions. Read these safety instructions before use!

### ⚠ General Requirements

- Before you install and use the device, read the safety instructions carefully and observe the situation during operation.
- During the process of storage, transportation, and operation, please always keep the device dry and clean, avoid collision and crash.
- Please attempt not to dismantle the device by yourself. In case of any discrepancy, please contact the appointed maintenance center for repair.
- Please refer to the relevant laws and statutes while using the device. Legal rights of others should be respected as well.

### ⚠ Environmental Requirements

- Place the device at a well-ventilated place. Do not expose the device under direct sunlight.
- Keep the device dry and free of dusts.
- Do not place the device on or near any inflammable or fire-vulnerable object, such as rubber-made materials.
- Keep the device away from any heat source or bare fire, such as a candle or an electric heater.

### ⚠ Operating Requirements

- Do not let a child operate the device without guidance.
- Do not let a child play with the device or any accessory in case of accidental swallowing.
- Please use the accessories provided or authorized by the manufacturer only.
- The power supply of the device shall meet the requirements of the input voltage of the device. Please use the provided surge protection power socket only.
- Before plugging or unplugging any cable, make sure that your hands are completely dry.
- Do not spill liquid of any kind on the product or use the equipment near water, for example, near a bathtub, washbowl, kitchen sink, wet basement or near a swimming pool.
- During a thunderstorm, stop using the device and disconnect it from the power supply. Unplug the power plug and the Asymmetric Digital Subscriber Line (ADSL) twisted pair (the radio frequency cable) to avoid lightning strike.
- If the device is left unused for a rather long time, disconnect it from the power supply and unplug the power plug.
- When there is smoke emitted from the device, or some abnormal noise or smell, disconnect the device from the power supply, and unplug the power plug immediately.

## About Yealink

Yealink is a global leading provider of enterprise communication and collaboration solutions, offering video conferencing service to worldwide enterprises. Focusing on research and development, Yealink also insists on innovation and creation. With the outstanding technical patents of cloud computing, audio, video and image processing technology, Yealink has built up a panoramic collaboration solution of audio and video conferencing by merging its cloud services with a series of endpoints products. As one of the best providers in more than 140 countries and regions including the US, the UK and Australia, Yealink ranks No.1 in the global market share of SIP phones shipments.

## Technical Support

Visit Yealink WIKI (<http://support.yealink.com/>) for the latest firmware, guides, FAQ, Product documents, and more. For better service, we sincerely recommend you to use Yealink Ticketing system (<https://ticket.yealink.com>) to submit all your technical issues.

- Contact the specified maintenance center for repair.
- Do not insert any object into equipment slots that is not part of the product or auxiliary product.
- Before connecting a cable, connect the grounding cable of the device first. Do not disconnect the grounding cable until you disconnect all other cables.

### ⚠ Cleaning Requirements

- Before cleaning the device, disconnect it from the power supply.
- Use a piece of soft, dry and anti-static cloth to clean the device.
- Keep the power plug clean and dry.

## Troubleshooting

The unit cannot supply power to device other than Yealink device. There is a bad connection with the plug.

1. Clean the plug with a dry cloth.

2. Connect it to another wall outlet.

The usage environment is out of operating temperature range.

1. Use in the operating temperature range.

The cable between the unit and the Yealink device is connected incorrectly.

1. Connect the cable correctly.

You cannot connect the cable properly.

1. You may have connected a wrong Yealink device.

2. Use the correct power supply.

Some dust, etc., may be in the port.

1. Clean the port.

Contact your dealer or authorized service facility for any further questions.

## FCC Statement

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

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 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.

## IC Statement

This device complies with Industry Canada's licence-exempt RSSs. Operation is subject to the following two conditions:

- (1) this device may not cause interference; and
- (2) this device must accept any interference, including interference that may cause undesired operation of the device. CAN ICES-3(B)

Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes :

- (1) l'appareil ne doit pas produire de brouillage;
- (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement. NMB-3(B)

## Radiation Exposure Statement

This equipment complies with FCC and IC radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with minimum distance 20cm between the radiator and your body. Cet émetteur ne doit pas être Co-placé ou ne fonctionnant en même temps qu'aucune autre antenne ou émetteur. Cet équipement devrait être installé et actionné avec une distance minimum de 20 centimètres entre le radiateur et votre corps.

## Contact Information

YEALINK NETWORK TECHNOLOGY CO.,LTD.

309, 3rd Floor, No.16, Yun Ding North Road, Huli District, Xiamen City, Fujian, P.R. China YEALINK (EUROPE) NETWORK TECHNOLOGY B.V.

Strawinskylaan 3127, Atrium Building, 8th floor, 1077ZX Amsterdam, The Netherlands YEALINK (USA) NETWORK TECHNOLOGY CO., LTD.

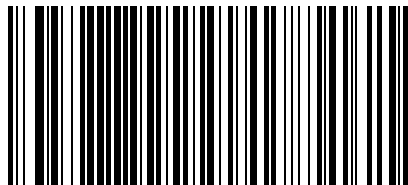
999 Peachtree Street Suite 2300, Fulton, Atlanta, GA, 30309, USA

Made in China

Certified for

Microsoft Teams

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CP700- EN+CN

