

INPHONE.™

Operating instructions/User guide.

British
TELECOM



Operating Instructions

Your new Statesman telephone is a modern, electronic telephone which has been approved for use with push button dialling and last number redial.

This booklet has been written to help guide you through using your telephone and how to get the best from it.

Initial check and connection

All Telecom phones are thoroughly checked by British Telecom and leave us in perfect condition. If, however, your Statesman appears to be unsatisfactory in any way return it to your supplier at once for a replacement.

Statesman is designed to be connected to the exchange or switchboard extension by the new plug and socket system. This system enables you to plug the phone into any of the special British Telecom sockets in your home or office.

If you haven't already arranged for these sockets to be installed contact your local British Telecom Sales Office by phone (the telephone number will be in the directory under British Telecom). Alternatively you can complete the post card supplied with this guide and post it to your local British Telecom Sales Office. They will be happy to supply all the details about installation and rental.

Number Information Label.

To write information on the label, first carefully lift and remove the perspex cover by the insertion of a thin pointed object in the clearance between the top of the cover and the telephone casing.

Once you have written information on the label place it on the recess and then put the label cover back in position by first inserting one end and then gently flexing the other into position.

Operating your Statesman telephone

At this stage it would be useful to familiarise yourself with the manual dialling procedure and also to test the operation of your telephone. Use the following procedures to dial a known number and set up an incoming call.

- Lift the handset and listen for dial tone.
- Press the buttons for the number that you require.
- When the other party answers check that the conversation is satisfactory and arrange for them to call you back.
- Replace the handset to clear the call.

Remember that the signalling system in the telephone exchange will take the same time to send the number you key in as a conventional dial telephone, so although you may have finished keying the number, you will not receive ringing tone until the call has been set up.

Answering an incoming call

The tone caller (which replaces the traditional bell) will sound. Volume can be adjusted to the desired level by rotating the Volume Control disc found at the side of the telephone.

- Lift the handset to speak.
- Replace the handset to clear the call.

Last number redial store

Once you have dialled a number it is automatically stored in the telephone's memory circuit. This function is capable of storing 21 digits and is particularly useful when you have dialled a lengthy number and found it is engaged.

- Lift the handset and listen for dial tone.
- Press the 'LR' button once.
- The telephone will then automatically call the number.

Note: The redial facility will always send the last number that you keyed.

User Guide

Using the last number redial store on a Private Branch Exchange

It is important to note that the procedure for using the last number redial function may differ if your line is connected to a Private Manual or Automatic switchboard.

Private manual switchboard

If your line is connected to a switchboard where the Switchboard Operator connects you to the exchange line:

- Lift the handset and listen for dial tone.
- Press the 'LR' button once.
- The telephone will then automatically call the number.

Private automatic switchboard

If your line is connected to an automatic exchange which requires access digit or digits for an outside line and then returns dial tone **before** the outside number can be dialled:

- Lift the handset and listen for dial tone from your PBX.
- Press and release the access digit or digits, eg 9 or 71.
- Wait until dial tone is heard again, it may sound slightly different to the first dial tone.
- Press the 'LR' button once.
- The telephone will then automatically call the number.

If your line is connected to an automatic exchange which requires access digit or digits for an outside line **but does not** return dial tone before the outside number can be dialled:

- Lift the handset and listen for dial tone.
- Press the 'LR' button once.
- The telephone will then automatically call the number.

Recall facility (for PBX use)

The button marked 'R' is used to access the earth recall facility which is used on some switchboards. Please note that this button has no function on Statesman telephones connected to Direct Exchange Lines. When your telephone is connected to a PBX extension, this button is used to recall the switchboard, put calls on hold, transfer calls etc.

Where to connect the Statesman telephone

Before purchasing your Statesman telephone, you should have ensured its suitability for your existing or proposed type of installation. Your version of the Statesman is a loop disconnect instrument with earth recall and therefore may be connected to the following types of installation.

- Direct Exchange Lines (DEL's) is a line directly connected to a telephone exchange with its own telephone exchange number, for the exclusive use of one customer. Most domestic residential telephone lines are DEL's.
- Extensions with the new plug and socket arrangement provided with DEL's.
- Some Private/Automatic Branch Exchanges capable of terminating 10 pulses per second signalling telephones.
- Some Private Manual Branch Exchanges with or without earth recall facility.

A detailed list appears on page 5.

Your version of the Statesman is not suitable for connection to:

- Shared service (party line) installations.
- As an extension to a payphone.
- British Telecom Private Manual Branch Exchanges in the range two exchange lines, six extensions capacity up to five exchange lines, twenty-five extensions capacity.
- DC 'Code C' Switchboard.

Important

The design characteristics of PBXs and telephones are such that not all types of approved telephone will operate satisfactorily with all types of PBX. The Statesman is approved for use only with compatible PBXs, a list of which appears at the back of these operating instructions. Any other usage will invalidate the approval of the telephone to the standard against which approval was granted.

Furthermore it cannot be guaranteed that the telephone will operate correctly under all possible conditions of connection to a compatible PBX. Any cases of difficulty should be referred in the first instance to the supplier of the telephone instrument.

How many 'phones?

Although it is quite possible to have any number of sockets on your 'phone circuit, connecting a 'phone to all of them may have undesirable results.

The British Telecom circuit provides only a relatively small current to make the 'phone "ring". To make sure that each of the 'phones you connect to your circuit receives a sufficiently strong share of the total current, you may have to limit the total number of 'phones on the circuit.

You can calculate the total number that will operate correctly providing you know each of the 'phones "Ringer Equivalence Number" – or REN.

A standard circuit provides enough current for any number of 'phones providing that their REN's add up to no more than 4.

The Statesman has a ringer equivalence number (REN) of 1.0. Any other instrument provided by British Telecom may be assumed to have a REN of 1 unless stated otherwise.

Maintenance of your Statesman telephone

When you buy your Statesman telephone it has a one year guarantee. After that time you have the option of taking out a service contract with Phonecare, British Telecom's, special maintenance and repair service. For a small quarterly outlay Phonecare looks after your Statesman – there are no extra bills for repairs. For more details of Phonecare contact your local British Telecom Sales Offices or the shop where you bought the phone.

If you choose to rent your Statesman, repairs and maintenance are, as usual, covered by your quarterly rental charges.

Maintenance of your Statesman telephone when connected to a private branch exchange (PBX)

When the telephone is connected to a PBX by the standard plug and socket, maintenance may be carried out by any person so long as the telephone is unplugged before the maintenance activity commences. However if the telephone is repaired by anyone other than British Telecom, it's staff or it's agents, the British Telecom guarantee will of course no longer be valid.

How to check for a fault on your Statesman

If your Statesman fails to work correctly carry out the following simple checks.

- 1 Ensure that the plug is properly inserted into the wall socket.
- 2 Check the operating instructions have been followed correctly.
- 3 If your phone still fails to work correctly you should follow the following procedures.

If you can't make a call from your phone

— there may be no dialling tone for example — disconnect any extension phones and try to make a call again on your first phone. If you succeed in getting through; re-connect your extension phones until you locate the faulty phone or socket. To establish if it is the phone that is faulty connect it to a socket where there is a phone that you know is working properly. If the problem continues, the extension phone is likely to be at fault. If you can't make a call with only the first phone connected, you should report the situation to the British Telecom Fault Service. Their number is usually 151, but it may vary locally check your Dialling Code Book to be sure. Once you've spoken to an engineer, he will be able to give you more advice and may do a remote test on your installation.

If you can't get through to a number from any phone, although you can hear a tone, you should check that any other handsets on the same installation are properly replaced before trying to make a call again.

If your tone-caller doesn't operate, connect the phone to a socket which you know is working properly — provided of course, that there is more than one socket on the installation. If the problem continues your tone-caller could be at fault (but check that you have not exceeded the recommended maximum number of 4 telephones on the line). Always remember, that unless you have taken out an Optional Service Contract with Phonecare after buying your Statesman, British Telecom will charge a fee if an engineer visits your home.

Please don't try to adjust or repair a phone yourself. There is no part of your phone that you could possibly service, and anything you might try to do could make any problem worse.

Cleaning

The instrument case is formed from a plastic material, and the high gloss finish may be damaged by abrasive cleaners.

You are advised to clean occasionally but only with a damp cloth. Avoid spraying aerosols, polishes etc., into openings or vents.

Care should be taken to ensure that the coiled cord does not twist or knot.

This telephone has been approved for the use of the following facilities.

Push Button dialling.

Automatic storage of last number dialled.

Earth recall.

It has also been approved for use with the following PBXs.

PABXs

PABX 1-5 and 7

Herald

PABX 6

Kinsman (Royale SX20)

UH 200, 900

Viceroy

Pentomat P200

Pentomat P 1000 CT

Pentomat P 1000 T2

ARD 561, 2

PMBXs

3 + 10

ARD 791, 2, 3

5 + 20

EBX 8000

10 + 30

PDX 800, 2000

10 + 50

SL-1

10 + 60

IDX (TDX)

1A, 1B, 4, 11

Monarch

Minimaster 1

Ensign

Minimaster 2

OCS 300

Guarantee

1 British Telecom guarantees this product for one year provided that:

The goods have only been used for their intended purpose,
and have not been subjected to misuse, or been wilfully
or accidentally damaged.

The goods have not been tampered with or repaired by anyone
other than British Telecom, its staff or agents.

2 If a fault does occur in this product, **you should return it to where you bought it**, and, provided you produce your receipt, it will either be repaired or replaced free of charge.

3 The terms of this guarantee do not affect your statutory rights.

A British Telecom product



APPROVED FOR USE
with telecommunications systems
run by British Telecommunications
in accordance with the conditions
in the instructions for use.

S/S Industry S/1000/3/E/500059

British Telecom model no: Tele 9040R.

Dear British Telecom

I am now the proud owner of an **INPHONE™** from British Telecom.

Please, therefore, arrange for an engineer to come and fit an extension socket as soon as possible. I understand there will be a charge for the work.

Address _____

Telephone number _____

Telephone number (for contact if different from above) _____

Name _____

Signed _____ Date _____

This card need only be sent if the installation is not fitted with the "New" British Telecom phone socket.

INPHONE™ Model _____ Approval Number S/1000/ / /

Send this installation card to your nearest British Telecom Sales Office. You'll find their address in the phone book.

Dear Customer

Now that you have purchased a British Telecom Phone we are anxious that you should make the most of our facilities. Please complete and return this card within 10 days of purchase, so that we may register the equipment for future reference. No stamp required.

Your Details

Where Purchased

Name:

Name:

Address:

Address:

Telephone Number:

FOR OFFICE USE ONLY				
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AFFIX
POSTAGE
STAMP
HERE

British Telecom Sales Office

British Telecom
FREEPOST
Orpington
Kent
BR5 2BR