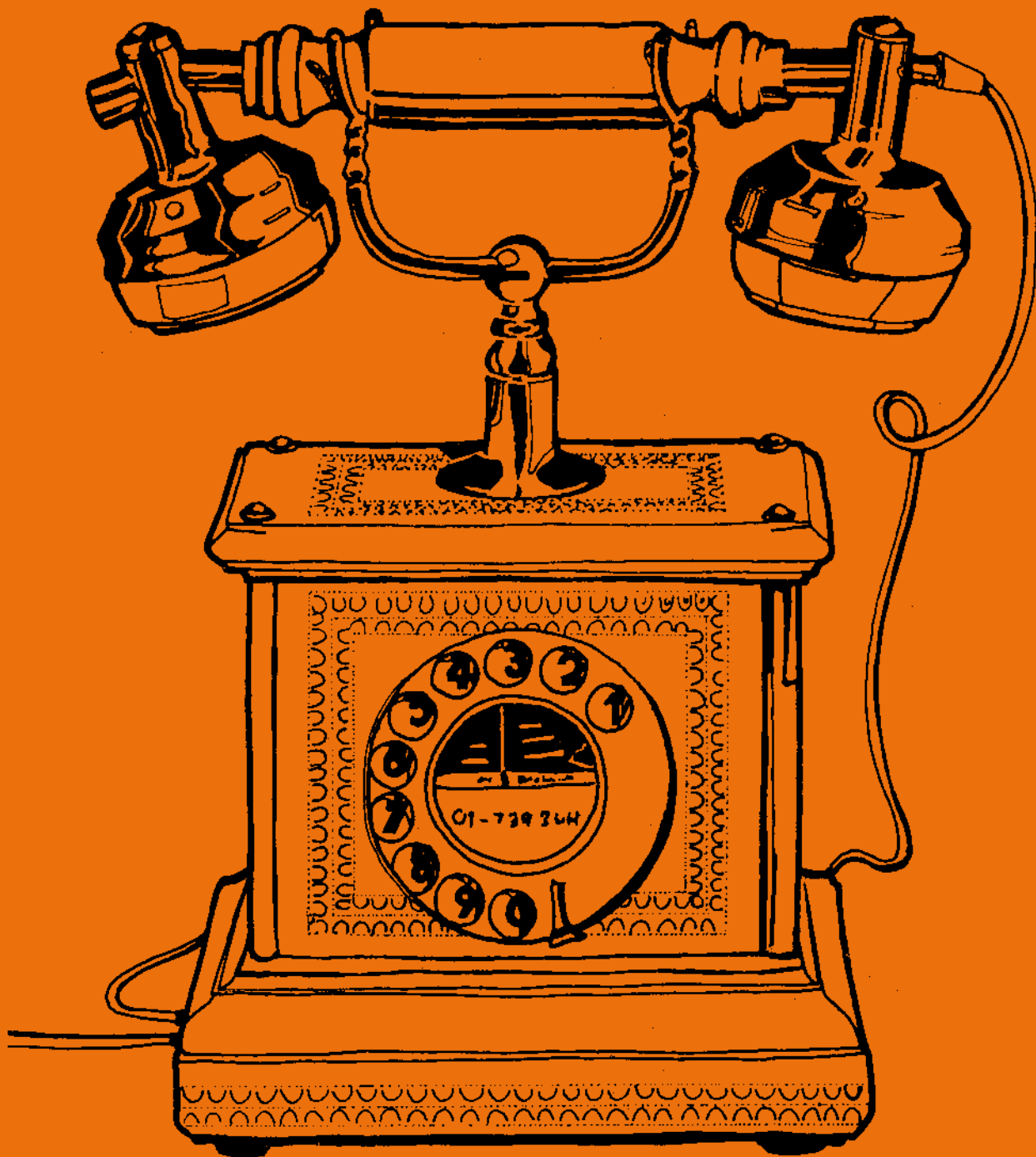

Special Range Telephones



DIFFICULTIES

THQ relies to a large extent on the A646 procedure to show up problems which staff experience with items of equipment. Please take advantage of this procedure to inform THQ of difficulties, so that corrective action can be taken.

TI E1 A0001 describes the A646 procedure fully.

SPECIAL RANGE TELEPHONES

These guide notes have been designed to assist Field Staff with the installation and maintenance of SPECIAL RANGE TELEPHONES. To gain maximum benefit from them, they should be read completely, by both Installation and Maintenance staff.

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Designed & Printed by PE/S/Reprographic Services.

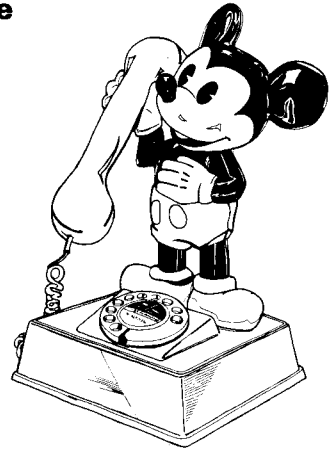
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Produced by LTR. Project Team
for Training & Education; Policy Divn. THQ TP5.1.

Astrofon



Tele SR 1003A

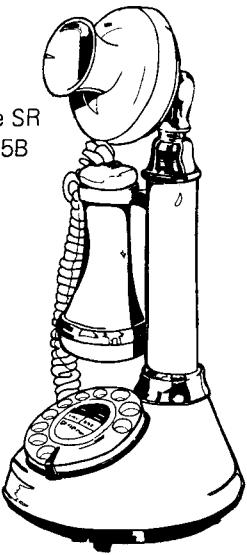
Mickey Mouse



Tele SR 1001A

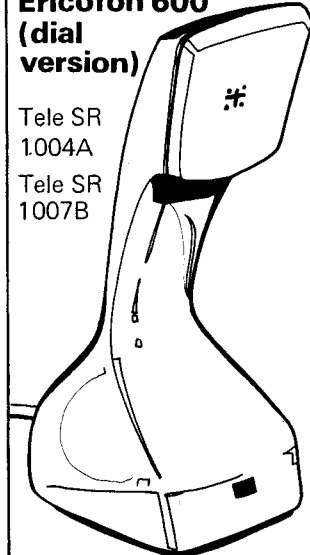
Candlestick

Tele SR 1005B



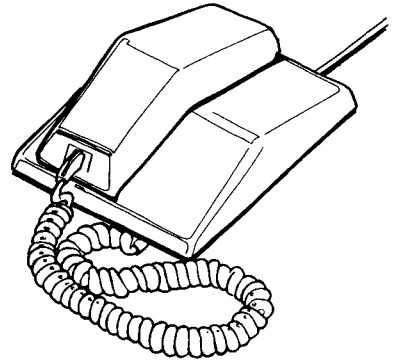
**Ericofon 700 and
Ericofon 600
(dial
version)**

Tele SR
1004A
Tele SR
1007B



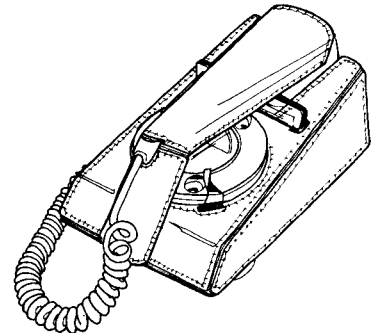
Contempra

Tele SR 1002A



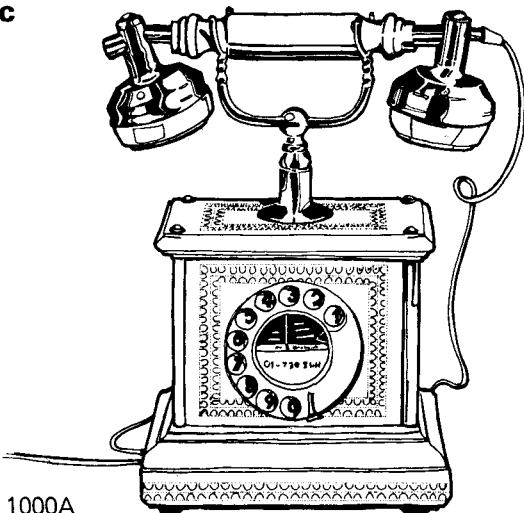
Deltaphone

Tele SR 1006A
Tele SR 1016A De Luxe



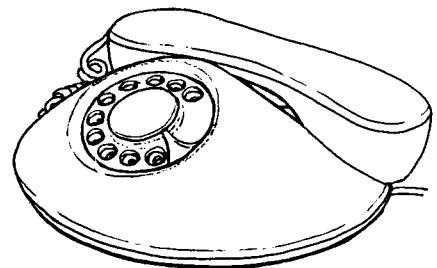
Classic

Tele SR 1000A



Dawn

Tele SR 1008A



1. Introduction

With the introduction of Special Range Telephones, British Telecom is able to offer customers the following three classifications of telephones.

Standard Telephones: Basic dial, table and wall instruments.

Premium Telephones: 'De-luxe' British Telecom instruments which incur additional rentals and in some cases, extra connection charges, eg; dial and push button trimphones, push button table and wall phones, table or wall mounted Compact Telephones.

Special Range Telephones: These are non Post Office developed instruments that have been approved, brought in and marketed by British Telecom. Customers are charged a relatively high single payment and a nominal additional rental. It should be noted that despite the initial single payment, the 'Specials' remain the property of British Telecom.

The Special Range Telephones that have at present been approved and marketed by British Telecom, are illustrated opposite. Their commercial titles will be used by Sales Division. They have separate engineering titles for use on stores requisitions and engineering documents. Any future changes to the model range will be announced by THQ circular.

2. Tariffs

Customer charges will consist of an additional quarterly rental and a single charge for each Special Range Telephone. The additional rental will cease 5 years after the initial provision. Sales Division should be contacted for information about current tariffs.

3. Maintenance Policy

During the 5 year rental period, Special Range Telephones will be maintained without additional charge. However, outside of this period, Special Range Telephones which cannot be maintained on site, will be recovered and replaced with a British Telecom standard instrument. The customer may subsequently rent another Special Range Telephone at the then currently applicable charge.

4. Description and Field of Use

Of distinctive outward design, Special Range Telephones are compatible with both standard and premium range telephones. (Except Compact and Jubilee Telephones). They are generally capable of being used on exclusive and shared service lines, extension Plans 1A and 4 and PBX extensions.

The engineering title, which is stamped on the base and used on all requisitions and engineering documents, is 'Telephone S.R' followed by a 4 figure number and type letter. The 4 figure number is used to identify the telephone. The type letter (A, B, C or D) defines its field of use and calling device status.

Connexion to line on all Telephones S.R is by means of a plug and jack, which in all but Plan 4 arrangements, is fitted with a locking device to prevent accidental disconnexion of service.

Since Telephones S.R are propriety instruments, the circuitry and wiring colour codes may be different from standard practice. To overcome this problem, all Telephones S.R marketed by British Telecom will have a 5 way cord and Plug 505 fitted by the supplier. The supplier will also arrange for the circuit presentation at the plug to be the same for any telephone having the same type letter. This obviates the need for access into the telephone to change circuit strapping etc. Unless advised to the contrary, any circuit changes that may be necessary during installation, will be made external to the telephone, usually on the jack.

TELEPHONES SPECIAL RANGE. FIELD OF USE

| | | SR TELE SUFFIX | | | |
|----------------------------|---|----------------|---------|-----|---------|
| | | A | B | C | D |
| FACILITIES PROVIDED | Bell or other calling device fitted | YES | NO | YES | NO |
| | Press button for earth calling fitted (5) (6) | YES | YES | NO | NO |
| | Press button for PBX earth recall fitted | NO | NO | YES | YES |
| FIELD OF USE | Exclusive DEL. } SINGLE TELE | YES | YES (1) | NO | NO |
| | Shared service. } PLAN 1A or 4 MAIN (3) | YES | YES (1) | NO | NO |
| | PBX extension } PLAN 1A or 4 EXTN (3) | YES | YES (2) | NO | NO |
| | without recall. } PLAN 4 off PLAN 1A (3) | YES | YES (2) | NO | NO |
| | PBX extension } SINGLE TELE | NO | NO | YES | YES (1) |
| | with earth recall. } PLAN 1A (4) | NO | NO | YES | YES (2) |

- Notes:**
- (1) A suitable bell set (without bell ON-OFF switch) must be provided.
 - (2) A bell set (with or without bell ON-OFF switch) may be provided at customers request.
 - (3) Telephones SR cannot be used on Plan numbers other than 1A or 4. Other telephones on the extension Plan must be Telephones SR or 700 type. Telephones SR are not compatible with Compact or Jubilee telephones.
 - (4) Only one PBX earth recall Telephone SR may be fitted on a Plan 1A with other 700 type telephones. The Telephone SR must be wired as the last extension.
 - (5) Press button is provided, but is inoperative on exclusive exchange lines.
 - (6) Except Ericophone 600 or 700 and Dawn.

5. Advice Notes

The AN will state the commercial name and type of telephone to be provided. The Distribution Officer will convert the commercial name to the engineering title and add it in manuscript to the AN text, before issuing it to the installer. For example, the AN may state, 'Provide Classic Black Type A' to which the distributor will add 'Telephone S.R 1000A Black'. It is essential that Distribution Officers keep a record of commercial names and their equivalent engineering titles. Records should be updated immediately a new addition to the range is announced.

The AN should also show the customers wishes regarding the provision of calling devices and/or bell cut-off switches. This is particularly important, since some Telephones SR do not have these facilities. When this is the case, Telephones SR installed on extension Plan 1A or 4, can have bells and cut-off switches added to provide the standard facilities.

6. Stores Procedure

Telephones SR will only be issued from Section Stock on the production of the AN 'buff' (or copy) and the necessary requisition which must be signed. It is envisaged that only one Section Stock per Area will keep Telephones SR. Four copies of Requisition A 2807 or A 2808 may be required. The A 2707/8 will be checked and initiated by the Inspector upon completion of the work.

If a new Telephone SR is found to be faulty, then it should be returned to Section Stock for replacement. **No attempt should be made to correct the fault.** A Field Recovery Note A501 should be completed and endorsed 'Item found to be damaged/faulty on provision. To be returned to supplier for credit'. A replacement telephone should be requisitioned on A 2807/8 endorsed 'Replacement for item damaged/faulty on provision. A 501 reference refers' Form A646 should be completed and forwarded to BS4.4.2.

7. Telephone Number and Information Labels

Telephones SR are prestige products and good presentation is essential. Telephone labels contribute towards appearance and care must be taken to provide labels that are attractive and professionally produced. Some Telephones SR use standard labels, others require special labels. These can be provided by the Reprographic Services Unit at Harrogate. (TI C3 B1060 gives further information). Some difficulty has been experienced with the fitting of labels to certain telephones and this is discussed in the installation notes given later in this guide.

8. Diagrams for Installation and Maintenance

All the required installation and maintenance information is to be found on diagrams in the N 49.. series.

These are:-

- N4900** This diagram gives general notes on Telephones SR and their installation. It also provides an index that should be used to locate the correct diagram for the job in hand.
- N4901-4** These 4 diagrams cover direct exchange lines and permitted extension plan arrangements for the four types of Telephone SR. Each diagram covers a different type letter. Although the diagrams show the Telephone 746 as the standard instrument used in combination with Telephones SR, Telephone 741 and 2/722 can be substituted by referring to diagrams N 820 and N4700.
- N4911-14** These diagrams are for Telephone SR installations which include amplifier and loudspeakers, answering sets and autodials. It should be noted that all these diagrams are in the 'pink' series and will not be issued in the course of normal diagram distribution. They should be requisitioned as shown in TI K5 A0401.
- N4921-24**
- N4931-34**
- N4941**

Diagrams for the wiring of the components and terminal strip within Telephones SR are not available. They are not required, since each telephone is supplied with a line cord and Plug 505 terminated to a standard layout.

9. Installation Notes

Fitters and Installers should ensure that the packages containing new Telephones SR are unopened when received from stores. All telephones should be inspected and tested prior to carefully transporting to the customer. Provided the apparatus is satisfactory, the dial label is fitted and the telephone replaced in all its original packing. The packing should only be reopened at the installation address, whenever possible in front of the customer. If the instrument is damaged, in a condition unacceptable to the customer, or proves to be faulty, it should be returned to the Section Stock in its original packing. **No attempt should be made to clear any faults or repair damaged items.**

As already stated, the installation of Telephones SR is by means of plug and jack. Consequently, when they are fitted to any circuit other than an extension Plan 4, the telephones must be made captive to prevent accidental disconnection of service. This is achieved by placing over the Plug 505 of the telephone, a plastic collar (Part No 1/DCO/764). This is then held in place by the cover of the Jack 96A. The telephone plug cannot now be withdrawn, unless the cover of the jack is removed.

The circuitry used to install Telephones SR on DELs, Plan 4s and Plan 1As, differs from that used for premium or standard 700 type telephones. If a Telephone SR is to be added to an existing 700 type installation, the complete wiring must be rearranged to the appropriate N 49.. series wiring diagram.

Although the N 49.. series of diagrams follow the familiar layout for wiring and circuitry, installation staff are advised to read the diagrams notes **carefully** before attempting the installation.

Some Telephones SR have different transmission circuits to 700 type telephones and if on extension plan arrangements a Telephone SR and a Telephone 700 type are both in use at the same time, transmission problems may arise. In such cases, the microphone in the Telephone SR would be shunted by the 700 type telephone and may cut out. Although parallel working on extension Plans 1A and 4 is not an advertised facility, it is appreciated that a call answered on one extension may need to be dealt with on another. Should any such cases be experienced, the advice of the Regional Service Group should be sought.

Rearrangement of the internal wiring of Telephones SR is not required or permitted, unless authorised by THQ/RCS/BS. Any circuit changes that may be required during installation, are normally made on the Jack 96A.

Label protectors on the Deltaphone, Candlestick, Classic and Mickey Mouse, are removed to fit information labels in the same way as conventional dial telephones. Those on the Deltaphone 'de-luxe' and Contempra are removed in a similar manner to those on Trimphones. Some difficulty has however been experienced in removing the protectors on the Astrophone and Ericophone 600. The procedures to be adopted for these are as follows:-

Astrophone. Gently lift the front rounded corner of the protector using a finger nail or stout piece of card. At the same time, use the other hand to push the protector towards the corner that has been lifted. The lugs holding the protector should now be released.

Ericophone 600. Using a Screwdriver Instrument No 9, slacken each of the Philips screws securing the base by four complete turns. Holding the base uppermost, with the label holder nearest to you, push the PVC gasket away from the base and down over the telephone body, past the microphone aperture. This releases the lugs on the inner rim of the gasket. **Note that the inner portion of the gasket adjoining the label holder, should not be released.** It is now possible to roll the gasket back past the microphone and across the face of the dial towards you. By holding the gasket down over the line cord entry, the label holder entry will be exposed. Remove any existing label by inserting a pin in the slot beneath the label. Insert the new label and re-assemble in the reverse order. Make sure that all lugs on the gasket are correctly located under the base plate, before re-tightening the screws.

Dawn. The Dawn is another special situation. The telephone is normally received with the dial finger plate detached. If however it is first necessary to remove the finger plate, turn the dial in a clockwise direction to its full extent. Hold it in this position and insert the end of a paper clip into the small hole in the finger plate, which is now alongside the finger stop. Press down firmly on the clip, and at the same time pull the finger plate further in a clockwise direction, until the catch on the underside of the finger plate is released. Allow the dial to return to rest. The finger plate can then be lifted from the dial.

Insert the label. Make sure that the notch in the label is aligned with the projection on the side of the label recess. Refit the finger plate, by placing it on the dial with the zero hole positioned over the figure nine. Press down firmly on the finger plate and at the same time turn it in an anti-clockwise direction. The plate will lock into position with an audible click.

10. Recoveries

If a Telephone SR is ceased from a circuit and service is to continue using 700 type telephones, the installation should be re-terminated to the standard N diagram.

Recovered Telephones SR should be handed into the stores accompanied by a Field Recovery Note A501 which the storekeeper will sign, as received. The serial number of the A1066 used to return the telephone to the Supplies Division should be recorded on the A501. Finally, the receipted copy of the A501 should be attached to the AN 'buff' copy, to prove that the stores were handed into Section Stock.

11. Maintenance

The amount of maintenance possible, will depend on the extent to which individual Telephones SR contain standard British Telecom components, which are easily accessible without risk or damage to the telephone.

Each Telephone SR has therefore been assigned a maintenance classification. These are shown in the table, together with the permitted on-site maintenance.

| MAINTENANCE CLASSIFICATION | | |
|-----------------------------|--------------------|------------|
| Commercial Description | Engineering Title | Mtce Class |
| STC Classic | Telephone SR 1000A | 2 |
| Northern Telecom Dawn | Telephone SR 1008A | 2 |
| Plessey Mickey Mouse | Telephone SR 1001A | 1 |
| GEC Contempra | Telephone SR 1002A | 2 |
| Thorn Ericsson Astrofon | Telephone SR 1003A | 2 |
| Thorn Ericsson Ericofon 700 | Telephone SR 1004A | 2 |
| Thorn Ericsson Ericofon 600 | Telephone SR 1007B | 2 |
| STC Candlestick | Telephone SR 1005B | 1 |
| STC Deltaphone | Telephone SR 1006A | 1 |
| STC Deltaphone De-luxe | Telephone SR 1016A | 1 |

Mtce Class 1:- Replacement of identifiable British Telecom components, or complete telephone.

Mtce Class 2:- No on site repairs or adjustments. Replace complete faulty telephone.

In cases where the faultsman cannot repair the telephone on site, it should be replaced temporarily, with a standard instrument modified for Telephone SR working. Standard instruments which are used as a temporary maintenance replacement, should be wired in accordance with the information on diagrams N 4901/2/3 or 4, after determining the type of Telephone SR and installation involved.

The faultsman should obtain a replacement for the faulty or damaged Telephone SR from Section Stock, using Stores Exchange Voucher A596. A fault label should be attached to the returned telephone giving a brief description of the fault.

The A646 procedure will apply for reporting unusual defects or difficulties.

At present the only Telephones SR which require the faultsman to gain access to the components for maintenance purposes, are Deltaphones and Mickey Mouse. The case and handset of the Deltaphones are removed and taken apart, in a similar manner to the Trimphone. To gain access to the components of Mickey Mouse, the four screws securing the base plate to the stand should be removed. The handset is similar to that on a Compact Telephone and can be taken apart in the same way.

Access to the Receiver Inset of the Candlestick, is achieved by simply unscrewing the earpiece.

Staff should ensure that they only service British Telecom apparatus. The Special Range Telephones marked 'Post Office Property'.

12. References

THQ Circulars

Diagrams in the N 49.. series.

Telecom Instructions:-

| | |
|-----------------|---|
| B3 N0001 | Sales Procedure. |
| B4 B0301 | General Information. |
| B4 B0319 | Dawn. Description And Field Of Use. |
| C1 A0050 | A646 Reports By Installation Staff. |
| C3 B1060 | Telephones SR. Installation And Recovery. |
| E1 A0091 | A646 Reports By Maintenance Staff. |
| E5 B2001 | Maintenance Information. |
| E5 B2005 | Maintenance Information. |
| G3 B6043 | Stores Requisitions. Information For Field And Control Staff. |
| K5 A0401 | Requisitions For Diagrams. |