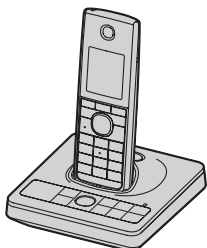# Panasonic®

Operating Instructions

Digital Cordless Answering System

Model No. **KX-TG8561E**
KX-TG8562E
KX-TG8563E
KX-TG8564E

Model shown is KX-TG8561.

Before initial use, see "Getting Started" on page 10.

Thank you for purchasing a Panasonic product.

Please read these operating instructions before using the unit and save them for future reference.

Please access our online customer survey:
http://panasonic.net/pcc/tel/q

Table of Contents

2

Model composition

Series	Model No.	Base unit	Handset		
		Part No.	Part No.	Quantity	
KX-TG8561 series	KX-TG8561*1	KX-TG8561	KX-TGA856	1	
	KX-TG8562	KX-TG8561	KX-TGA856	2	
	KX-TG8563	KX-TG8561	KX-TGA856	3	
	KX-TG8564	KX-TG8561	KX-TGA856	4	

*1   Feature differences: Intercom calls and the internal baby monitor feature are only available between handsets by purchasing and registering one or more optional handsets (page 4).

● The suffix (E) in the following model numbers will be omitted in these instructions:
KX-TG8561E/KX-TG8562E/KX-TG8563E/KX-TG8564E

Accessory information

Supplied accessories

No.	Accessory item/ Part number	Quantity			
		KX-TG8561	KX-TG8562	KX-TG8563	KX-TG8564
①	AC adaptor/PNLV226EZ	1	2	3	4
②	Telephone line cord/ PNJA1037Z (for U.K.)	1	1	1	1
③	Rechargeable batteries*1	2	4	6	8
④	Handset cover*2	1	2	3	4
⑤	Belt clip*3	1	2	3	4
⑥	Charger*4	–	1	2	3

*1   See page 4 for replacement battery information.
*2   The handset cover comes attached to the handset.
*3   PNKE1152Z1: Black, PNKE1152Z2: White
*4   PNLC1035ZB: Black, PNLC1035ZW: White
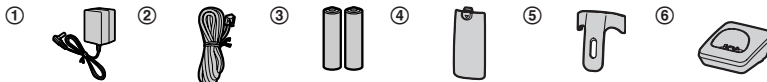
Introduction

Additional/replacement accessories

Please contact your nearest Panasonic dealer for sales information.

Accessory item	Model number
Rechargeable batteries	HHR-4MVE[*1]
	Battery type: – Nickel metal hydride (Ni-MH) – 2 x AAA (R03) size for each handset
Headset	KX-TCA89, KX-TCA94EX, RP-TCA400
DECT repeater	KX-A405

[*1] Replacement batteries may have a different capacity from that of the supplied batteries.

Expanding your phone system

Handset (optional): KX-TGA855E

You can expand your phone system by registering optional handsets (6 max.) to a single base unit.
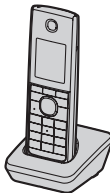● Optional handsets may be a different colour from that of the supplied handsets.

Sales and support information

Customer Communications Centre

● For customers within the U.K.: 0844 844 3899
● For customers within Ireland: 01289 8333
● For further support on your product, please visit our website: **www.panasonic.co.uk**

Direct Sales at Panasonic U.K.

● Order accessory and consumable items for your product with ease and confidence by phoning our Customer Communications Centre Monday - Thursday 9:00am - 5:30pm, Friday 9:30am - 5:30pm (Excluding public holidays).
● Or go on line through our Internet Accessory ordering application at **www.pas-europe.com**
● Most major credit and debit cards accepted.
● All enquiries transactions and distribution facilities are provided directly by Panasonic U.K.
● It couldn't be simpler!
● Also available through our Internet is direct shopping for a wide range of finished products. Take a browse on our website for further details.

General information

- This equipment is designed for use on the U.K. and Ireland analogue telephone network.
- In the event of problems, you should contact your equipment supplier in the first instance.

Declaration of Conformity:

- Panasonic System Networks Co., Ltd. declares that this equipment is in compliance with the essential requirements and other relevant provisions of Radio & Telecommunications Terminal Equipment (R&TTE) Directive 1999/5/EC.
  Declarations of Conformity for the relevant Panasonic products described in this manual are available for download by visiting:
  http://www.doc.panasonic.de
  Contact to Authorised Representative:
  Panasonic Testing Centre
  Panasonic Marketing Europe GmbH
  Winsbergring 15, 22525 Hamburg, Germany

For your future reference

We recommend keeping a record of the following information to assist with any repair under warranty.

Serial No.	Date of purchase
(found on the bottom of the base unit)	
Name and address of dealer	

Attach your purchase receipt here.

For your safety

To prevent severe injury and loss of life/property, read this section carefully before using the product to ensure proper and safe operation of your product.

WARNING

Power connection

- Use only the power source marked on the product.
- Do not overload power outlets and extension cords. This can result in the risk of fire or electric shock.
- Completely insert the AC adaptor/power plug into the power outlet. Failure to do so may cause electric shock and/or excessive heat resulting in a fire.
- Regularly remove any dust, etc. from the AC adaptor/power plug by pulling it from the power outlet, then wiping with a dry cloth. Accumulated dust may cause an insulation defect from moisture, etc. resulting in a fire.
- Unplug the product from power outlets if it emits smoke, an abnormal smell, or makes an unusual noise. These conditions can cause fire or electric shock. Confirm that smoke has stopped emitting and contact an authorised service centre.
- Unplug from power outlets and never touch the inside of the product if its casing has been broken open.
- Never touch the plug with wet hands. Danger of electric shock exists.

Installation

- To prevent the risk of fire or electrical shock, do not expose the product to rain or any type of moisture.
- Do not place or use this product near automatically controlled devices such as automatic doors and fire alarms. Radio waves emitted from this product may cause such devices to malfunction resulting in an accident.

- Do not allow the AC adaptor or telephone line cord to be excessively pulled, bent or placed under heavy objects.

Operating safeguards

- Unplug the product from power outlets before cleaning. Do not use liquid or aerosol cleaners.
- Do not disassemble the product.
- Do not spill liquids (detergents, cleansers, etc.) onto the telephone line cord plug, or allow it to become wet at all. This may cause a fire. If the telephone line cord plug becomes wet, immediately pull it from the telephone wall jack, and do not use.
- The use of excessive sound volume through earphones, headphones, or headsets may cause hearing loss.
- Do not place a handset on the base unit with the headset jack cover opened.

Medical

- Consult the manufacturer of any personal medical devices, such as pacemakers or hearing aids, to determine if they are adequately shielded from external RF (radio frequency) energy. (The product operates in the frequency range of 1.88 GHz to 1.90 GHz, and the RF transmission power is 250 mW (max.).)
- Do not use the product in health care facilities if any regulations posted in the area instruct you not to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

CAUTION

Installation and location

- Never install telephone wiring during an electrical storm.
- Never install telephone line jacks in wet locations unless the jack is specifically designed for wet locations.
- Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected at the network interface.
- Use caution when installing or modifying telephone lines.

- The AC adaptor is used as the main disconnect device. Ensure that the AC outlet is installed near the product and is easily accessible.
- This product is unable to make calls when:
  - the handset batteries need recharging or have failed.
  - there is a power failure.
  - the key lock feature is turned on.

Battery

- We recommend using the batteries noted on page 4. **USE ONLY rechargeable Ni-MH batteries AAA (R03) size.**
- Do not mix old and new batteries.
- Do not open or mutilate the batteries. Released electrolyte from the batteries is corrosive and may cause burns or injury to the eyes or skin. The electrolyte is toxic and may be harmful if swallowed.
- Exercise care when handling the batteries. Do not allow conductive materials such as rings, bracelets, or keys to touch the batteries, otherwise a short circuit may cause the batteries and/or the conductive material to overheat and cause burns.
- Charge the batteries provided with or identified for use with this product only, in accordance with the instructions and limitations specified in this manual.
- Only use a compatible base unit (or charger) to charge the batteries. Do not tamper with the base unit (or charger). Failure to follow these instructions may cause the batteries to swell or explode.

Important safety instructions

When using your product, basic safety precautions should always be followed to reduce the risk of fire, electric shock, and injury to persons, including the following:

1. Do not use this product near water for example, near a bathtub, washbowl, kitchen sink, or laundry tub, in a wet basement or near a swimming pool.
2. Avoid using a telephone (other than a cordless type) during an electrical storm.

There may be a remote risk of electric shock from lightning.
3. Do not use the telephone to report a gas leak in the vicinity of the leak.
4. Use only the power cord and batteries indicated in this manual. Do not dispose of batteries in a fire. They may explode. Check with local codes for possible special disposal instructions.

SAVE THESE INSTRUCTIONS

For best performance

Base unit location/avoiding noise

The base unit and other compatible Panasonic units use radio waves to communicate with each other.
- For maximum coverage and noise-free communications, place your base unit:
  - at a convenient, high, and central location with no obstructions between the handset and base unit in an indoor environment.
  - away from electronic appliances such as TVs, radios, personal computers, wireless devices, or other phones.
  - facing away from radio frequency transmitters, such as external antennas of mobile phone cell stations. (Avoid putting the base unit on a bay window or near a window.)
- Coverage and voice quality depends on the local environmental conditions.
- If the reception for a base unit location is not satisfactory, move the base unit to another location for better reception.

Environment

- Keep the product away from electrical noise generating devices, such as fluorescent lamps and motors.
- The product should be kept free from excessive smoke, dust, high temperature, and vibration.
- The product should not be exposed to direct sunlight.
- Do not place heavy objects on top of the product.

- When you leave the product unused for a long period of time, unplug the product from the power outlet.
- The product should be kept away from heat sources such as radiators, cookers, etc. It should not be placed in rooms where the temperature is less than 0 °C or greater than 40 °C. Damp basements should also be avoided.
- The maximum calling distance may be shortened when the product is used in the following places: Near obstacles such as hills, tunnels, underground, near metal objects such as wire fences, etc.
- Operating the product near electrical appliances may cause interference. Move away from the electrical appliances.

Routine care

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

Other information

CAUTION: Risk of explosion if battery is replaced by an incorrect type. Dispose of used batteries according to the instructions.

Notice for product disposal, transfer, or return

- This product can store your private/ confidential information. To protect your privacy/confidentiality, we recommend that you erase information such as phonebook or caller list entries from the memory before you dispose of, transfer, or return the product.

Information for Users on Collection and Disposal of Old Equipment and used Batteries
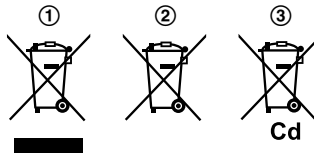
These symbols (①, ②, ③) on the products, packaging, and/or accompanying documents mean that used electrical and electronic products and batteries should not be mixed with general household waste.
For proper treatment, recovery and recycling of old products and used batteries, please take them to applicable collection points, in accordance with your national legislation and the Directives 2002/96/EC and 2006/66/EC.
By disposing of these products and batteries correctly, you will help to save valuable resources and prevent any potential negative effects on human health and the environment which could otherwise arise from inappropriate waste handling.
For more information about collection and recycling of old products and batteries, please contact your local municipality, your waste disposal service or the point of sale where you purchased the items.
Penalties may be applicable for incorrect disposal of this waste, in accordance with national legislation.

For business users in the European Union

If you wish to discard electrical and electronic equipment, please contact your dealer or supplier for further information.

Information on Disposal in other Countries outside the European Union

These symbols (①, ②, ③) are only valid in the European Union. If you wish to discard these items, please contact your local authorities or dealer and ask for the correct method of disposal.

Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333

Note for the battery symbol

This symbol (②) might be used in combination with a chemical symbol (③). In this case it complies with the requirement set by the Directive for the chemical involved.

Specifications

- **Standard:**
  DECT (Digital Enhanced Cordless Telecommunications),
  GAP (Generic Access Profile)
- **Frequency range:**
  1.88 GHz to 1.90 GHz
- **RF transmission power:**
  Approx. 10 mW (average power per channel)
- **Power source:**
  220–240 V AC, 50/60 Hz
- **Power consumption:**
  Base unit:
  Standby: Approx. 0.48 W
  Maximum: Approx. 2.5 W
  Charger:
  Standby: Approx. 0.1 W
  Maximum: Approx. 1.8 W
- **Operating conditions:**
  0 °C–40 °C, 20 %–80 % relative air humidity (dry)

Note:

- Design and specifications are subject to change without notice.
- The illustrations in these instructions may vary slightly from the actual product.

Setting up

Connections

- Use only the supplied Panasonic AC adaptor PNLV226E.

■ **Base unit**

Press plug firmly.

"Click"

Hook

To power outlet ◀

Use only the supplied telephone line cord.

(DSL/ADSL filter*) ◀ ⊰

To telephone line
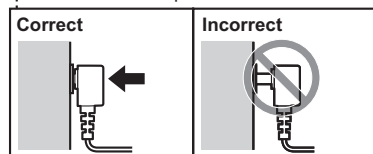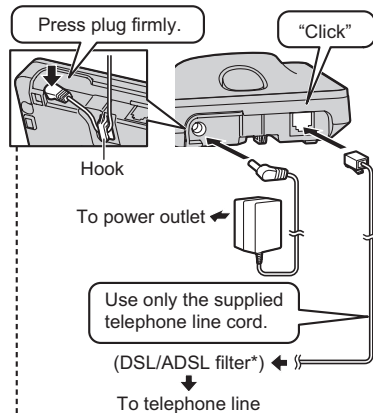
Correct	Incorrect

*DSL/ADSL filter (not supplied) is required if you have DSL/ADSL service.

■ **Charger**

Hook

➔ To power outlet
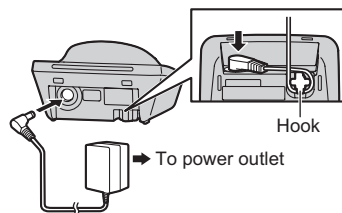
Battery installation

- USE ONLY Ni-MH batteries AAA (R03) size.
- Do NOT use Alkaline/Manganese/Ni-Cd batteries.
- Confirm correct polarities ($\oplus$, $\ominus$).
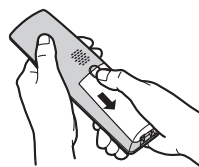
Rechargeable Ni-MH ONLY
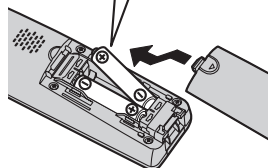
- When the date and time setting is displayed, see page 15.

Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333

TG8561E(en-en)_0420_ver101.pdf   10   2012/04/20   14:29:10

Battery charging

Charge for about 7 hours.
● When the batteries are fully charged, **"Fully charged"** is displayed.

Confirm **"Charging"** is displayed.
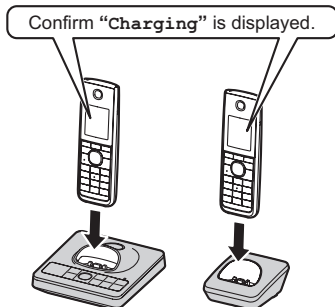
Note when setting up

Note for connections

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

During a power failure

The unit will not work during a power failure. We recommend connecting a corded-type telephone (without AC adaptor) to the same telephone line or to the same telephone line jack using a T-adaptor. Your Panasonic sales shop can offer you more information about connection possibilities.

Note for battery installation

● Use the supplied rechargeable batteries. For replacement, we recommend using the Panasonic rechargeable batteries noted on page 4, 7.

● Wipe the battery ends (⊕, ⊖) with a dry cloth.
● Avoid touching the battery ends (⊕, ⊖) or the unit contacts.

Note for battery charging

● It is normal for the handset to feel warm during charging.
● Clean the charge contacts of the handset, base unit, and charger with a soft and dry cloth once a month. Before cleaning the unit, disconnect from power outlets and any telephone line cords. Clean more often if the unit is exposed to grease, dust, or high humidity.

Battery level

Icon	Battery level
	High
	Medium
	Low
	Needs charging.

Panasonic Ni-MH battery performance (supplied batteries)

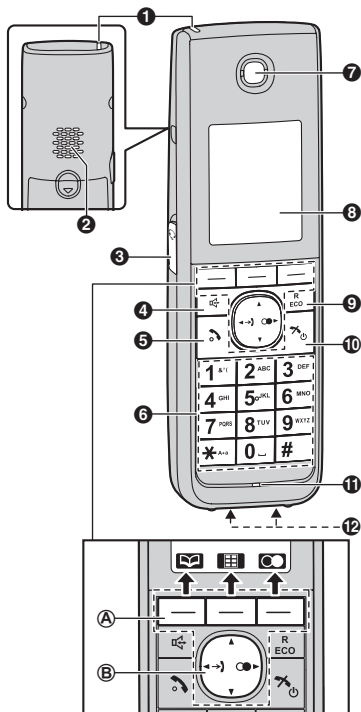| Operation	Operating time
In continuous use	12 hours max.
Not in use (standby)	250 hours max.

Note:
● It is normal for batteries not to reach full capacity at the initial charge. Maximum battery performance is reached after a few complete cycles of charge/discharge (use).
● Actual battery performance depends on usage and ambient environment.
● Even after the batteries are fully charged, the handset can be left on the base unit or charger without any ill effect on the batteries.
● The battery level may not be displayed correctly after you replace the batteries. In this case, place the handset on the base

TG8561E(en-en)_0420_ver101.pdf   11   2012/04/20   14:29:10

unit or charger and let it charge for at least 7 hours.

Controls

Handset

A **Ringer indicator**

B **Speaker**

C **Headset jack**

D 【 ⇩ 】 (Speakerphone)

E 【 ✆ 】 (Talk)

F **Dial keypad**

G **Receiver**

H **Display**

I 【R/ECO】

R: Recall/Flash

ECO: Eco mode shortcut key

J 【✆ ⏻】 (Off/Power)

K **Microphone**

L **Charge contacts**

■ **Control type**

Ⓐ **Soft keys**

The handset features 3 soft keys. By pressing a soft key, you can select the feature shown directly above it on the display.

Ⓑ **Navigator key**

– 【▲】, 【▼】, 【◄】, or 【►】: Scroll through various lists and items.
– 【▲】 or 【▼】: Adjust the receiver or speaker volume while talking.
– 【◄】 (→): Caller list): View the caller list.
– 【►】 (◯●: Redial): View the redial list.
● As all multiple items cannot be displayed on screen at the same time, you can quickly search the desired item to move screens by pressing 【►】 or 【◄】, instead of scrolling down or up line by line (page 16).

Base unit

A **Message counter**

12   **Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333**
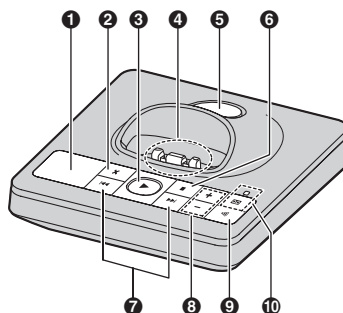
❷ 【✕】 (Erase)

❸ 【▶】 (Play)

Message indicator

❹ **Charge contacts**

❺ **Speaker**

❻ 【■】 (Stop)

❼ 【I◀◀】/【▶▶I】 (Repeat/Skip)

❽ 【＋】/【－】 (Volume up/down)

❾ 【•))】 (Locator)

❿ 【⚏】 (Answer on)

Answer on indicator

Display

Handset display items

Item	Meaning
⁀Ⅱ	Range status: The more bars visible, the closer the handset is to the base unit.
ⵙ	Out of base unit range
•))	Paging, intercom mode
⊰	Speakerphone is on. (page 17)
☎	The line is in use. • When flashing slowly: The call is put on hold. • When flashing rapidly: An incoming call is now being received.
⤳	Missed call[1] (page 39)
ECO	The base unit transmission power is set to **"Low"**. (page 15)
⚡̸	The key backlight is off. (page 29)

Item	Meaning
⚏	• When displayed next to the battery icon: Answering system is on. (page 46) • When displayed with a number: New messages have been recorded. (page 47)
«ɛ	**"Greeting Only"** is selected as the caller's recording time. In this case, the answering system answers calls with a greeting message and caller messages are not recorded. (page 50)
🔋	Battery level
⏲	Alarm is on. (page 31)
⟨″	Equalizer is set. (page 19)
⤬	Privacy mode is on. (page 29)
✗	Ringer volume is off. (page 28)
☽	Night mode is on. (page 32)
⤬	Blocked call[1] (page 32, 40)
✉	New SMS message received.[2] (page 44)
🖂	New voice mail message received.[3] (page 51)
↝	Baby monitor is activated. The name/number displayed next to the icon indicates the monitoring unit. (page 34)
Line in use	Someone is using the line.
IN USE	Answering system is being used by another handset or the base unit.

[1] Caller ID subscribers only

[2] SMS users only

[3] Voice mail subscribers only

TG8561E(en-en)_0420_ver101.pdf   13   2012/04/20   14:29:10

Base unit display items

Item	Meaning
- -	**"Greeting Only"** is selected as the caller's recording time. In this case, the answering system answers calls with a greeting message and caller messages are not recorded. (page 50)

Handset soft key icons

Icon	Action
◄╴	Returns to the previous screen or outside call.
▦	Displays the menu.
OK	Accepts the current selection.
◯◯	Displays a previously dialled phone number.
◥	Makes a call. (page 17)
◿	Temporarily turns off the ringer for incoming calls. (page 18)
12/24	Sets 24-hour or 12-hour clock format. (page 15)
▢/▦	Switches the wallpaper to display with or without date and time. (page 30)
◿	Places a call on hold.
▥	Opens the shared phonebook.
▥	Opens the personal phonebook.
▥	Allows you to edit phone numbers. (page 33, 40)
▥	Adds new entry. (page 24, 33)
◻	Displays the phonebook search menu.
━0	Turns the key lock feature off. (page 19)
◿	Stops alarm or schedule alarm. (page 31, 34)

Icon	Action
◷	Snooze button on the alarm. (page 31)
1/A/?	Selects a character entry mode.
✓	Selects entries, categories, or handsets. (page 23, 31)
▶	Plays a message.
■	Stops recording or playback.
▤	Stores phone numbers. (page 17, 33, 41)
P	Inserts a dialling pause.
X	Erases the selected item or returns to the outside call.
▦/▢	Switches display mode between single item and multiple items. (page 16)
▤	Displays the detailed schedule.
▤	Displays the schedule list.
•))	Allows you to make an intercom call. (page 52)
C	Erases a number/character.
▨	Puts the call on mute.

Handset main menu icons

The following icons are shown when you press ▦ (middle soft key) in standby mode.

Icon	Feature
➔)	**Caller List**
◖◗	**Answer System**
✉	**SMS** (Short Message Service)
•))	**Intercom**
♪	**Ringer Setup**
◔	**Time Settings**
⚒	**Initial Setup**
☺	**Baby Monitor**
▦	**Calendar**

Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333

Screen saver mode

The backlight goes dark when on a call or turns off completely after 1 minute of inactivity if the handset is not on the base unit or charger.
Activate the handset display again by:
– pressing **[◄]** or **[►]** when on a call.
– pressing **[✆⏻]** at all other times.

Turning the power on/off

Power on

Press **[✆⏻]** for about 1 second.

Power off

Press **[✆⏻]** for about 2 seconds.

Initial settings

■ **Direct command code:**
Programmable settings can be accessed by pressing ▦ (middle soft key), # and then the corresponding code on the dial keypad (page 25).
Example: Press ▦ (middle soft key) #❶❶❶.
■ **Symbol meaning:**
Example: **[↕]**: **"Off"**
Press **[▾]** or **[▴]** to select the words in quotations.

Display language

1 ▦ (middle soft key) #❶❶❶❶

2 **[↕]**: Select your desired language. → **OK**

3 **[✆⏻]**

Date and time

Important:
● When you install the batteries for the first time, the handset may prompt you to set date and time. First press **OK**, then proceed to step 2.

1 ▦ (middle soft key) #❶❶❶❶

2 Enter the current date, month, and year. → **OK**
Example: 15 July, 2012
❶❺ ❶❼ ❶❷
● You can select the date format by pressing #:
– dd/mm/yy (date/month/year)
– yy/mm/dd

3 Enter the current hour and minute.
Example: 9:30
❶❾ ❸❶
● You can select 24-hour or 12-hour clock format (**"AM"** or **"PM"**) by pressing **12/24**.

4 **OK** → **[✆⏻]**

Note:
● The date and time may be incorrect after a power failure. In this case, set the date and time again.

One touch eco mode

The **[R/ECO]** button on the handset enables you to activate the eco function with one touch. By activating eco mode, your unit can reduce the base unit transmission power by up to 90 % in standby mode.
You can turn on/off one touch eco mode by just pressing **[R/ECO]**. The default setting is **"Normal"**.
– When the one touch eco mode is on: **"Low"** is temporarily displayed and **ECO** is shown on the handset display instead of 📶.
– When the one touch eco mode is off: **"Normal"** is temporarily displayed and **ECO** goes off from the handset display.

TG8561E(en-en)_0420_ver101.pdf   15   2012/04/20   14:29:11

Note:
- When there is another cordless phone nearby and it is in use, the base unit transmission power may not be reduced.
- Activating one touch eco mode reduces the range of the base unit in standby mode.
- If you set the repeater mode to **"On"** (page 38):
  - One touch eco mode is cancelled.
  - **"Eco Setup"** is not shown in the display menu (page 28).

Display mode

You can select to display either a single item or multiple items on one screen at a time for the following features:
- handset main menu icons in function menu
- menu list, recorded message list, phonebook list, caller list, and redial list

Select the desired setting:
- **"Multi Items"**: Multiple entries/all menu icons are shown on one screen at a time.
- **"Single Item"**: An entry/a menu icon is shown on one screen in large characters at a time.

The default setting is **"Multi Items"**.

Using soft key (Temporarily switching the display mode)

You can temporarily switch the display mode by pressing 🔲 shown when viewing the lists or selecting menu icons.

Programming the display mode beforehand

1 🔳 (middle soft key) #192
2 [♦]: Select the desired setting. → **OK** → [✆]

Note:
- When in multiple items display mode, you can move screens by pressing [►] or [◄], without scrolling down or up through the list:
  - Press [►] to go to the next screen.
  - Press [◄] to return to the previous screen.
- When in multiple items display mode, you can switch the screen to confirm the detailed information by pressing 🔲.

---

16   **Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333**

Making calls

1 Lift the handset and dial the phone number.
- To correct a digit, press **C**.

2 Press **[☎]** or **[☎]**.

3 When you finish talking, press **[✗⏻]** or place the handset on the base unit or charger.

Using the speakerphone

1 Dial the phone number and press **[�📢]**.
- Speak alternately with the other party.

2 When you finish talking, press **[✗⏻]**.

Note:
- For best performance, use the speakerphone in a quiet environment.
- To switch back to the receiver, press **[📢]**/**[☎]**.

Adjusting the receiver or speaker volume

Press **[▲]** or **[▼]** repeatedly while talking.

Making a call using the redial list

The last 10 phone numbers dialled are stored in the redial list (each 24 digits max.).

1 **◯◯** (right soft key) or **[►]** (◯●)

2 **[⬍]**: Select the desired phone number.

3 **[☎]**/**[📢]**
- If **[📢]** is pressed and the other party's line is engaged, the unit automatically redials multiple times. While the handset is waiting to redial, the ringer indicator flashes. To cancel, press **[✗⏻]**.

Erasing a number

1 **◯◯** (right soft key) or **[►]** (◯●)

2 **[⬍]**: Select the desired phone number. → **✗**

3 **[⬍]**: "Yes" → **OK** → **[✗⏻]**

Storing a number to the phonebook

1 **◯◯** (right soft key) or **[►]** (◯●)

2 **[⬍]**: Select the desired phone number. → **📇**

3 **To add entries to the shared phonebook:**
[⬍]: "Shared Phonebook" → **OK**
To add entries to the personal phonebook:
[⬍]: "Personal Phonebook" → **OK**

4 To store the name, continue from step 3, "Editing entries", page 22.

Pause (for PBX/long distance service users)

A pause is sometimes required when making calls using a PBX or long distance service. When storing a calling card access number and/or PIN in the phonebook, a pause is also needed (page 22).
Example: If you need to dial the line access number "0" when making outside calls with a PBX:

1 **0** → **P**

2 Dial the phone number. → **[☎]**

Note:
- A 3 second pause is inserted each time **P** is pressed.

Answering calls

When a call is being received, the ringer indicator flashes rapidly.

1 Lift the handset and press **[☎]** or **[📢]** when the unit rings.
- You can also answer the call by pressing any dial key from **0** to **9**, **✳**, or **#**. **(Any key answer feature)**

2 When you finish talking, press **[✗⏻]** or place the handset on the base unit or charger.

Auto talk

You can answer calls simply by lifting the handset off the base unit or charger. You do not need to press **[✆]**. To turn this feature on, see page 29.

Adjusting the handset ringer volume

- ◼ **While the handset is ringing for an incoming call:**
  Press **[▲]** or **[▼]** repeatedly to select the desired volume.

- ◼ **Programming the volume beforehand:**
  1. ⊞ (middle soft key) #160
  2. **[≑]**: Select the desired volume.
  3. **OK** → **[✖⏻]**

Temporary handset ringer off

While the handset is ringing for a call, you can turn the ringer off temporarily by pressing 🔇.

Useful features during a call

Hold

This feature allows you to put an outside call on hold.

1. Press ⊞ during an outside call.
2. **[≑]**: "Hold" → **OK**
3. To release hold, press **[✆]**.
   - Another handset user can take the call by pressing **[✆]**.

Note:

- If a call is kept on hold for more than 9 minutes, an alarm tone starts to sound and the ringer indicator flashes rapidly. After 1 additional minute on hold, the call is disconnected.
- If another phone is connected to the same line, you can also take the call by lifting its handset.

Mute

While mute is turned on, you can hear the other party, but the other party cannot hear you.

1. Press 🔇 during conversation.
   - 🔇 flashes.
2. To return to the conversation, press 🔇 again.

Recall/flash

[R/ECO] allows you to use the special features of your host PBX such as transferring an extension call, or accessing optional telephone services.

Note:

- To change the recall/flash time, see page 29.

For call waiting or Call Waiting Caller ID service users

To use call waiting or Call Waiting Caller ID, you must first subscribe with your service provider/telephone company.
This feature allows you to receive calls while you are already talking on the phone. If you receive a call while on the phone, you will hear a call waiting tone.
If you subscribe to both Caller ID and Call Waiting with Caller ID services, the 2nd caller's information is displayed after you hear the call waiting tone on the handset.

1. Press **[R/ECO]** to answer the 2nd call.
2. To switch between calls, press **[R/ECO]**.

Note:

- Please contact your service provider/ telephone company for details and availability of this service in your area.

Handset equalizer

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

---

18   **Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333**

1 Press ▦ while talking.

2 [♦]: "Equalizer" → OK

3 [♦]: Select the desired setting.

4 Press OK to exit.

Note:

- When this feature is turned on, 〖⁾ is displayed while talking.
- Depending on the condition and quality of your telephone line, this feature may emphasise existing line noise. If it becomes difficult to hear, turn this feature off.
- This feature is not available while using the speakerphone.

Recording a telephone conversation

Important:

- Before recording a conversation, you should inform the other party that the conversation is to be recorded. In case you record without informing the other party, it will cause the infringement of privacy and civil liability.

1 Press ▦ during an outside call.

2 [♦]: "Record Call" → OK
  - A beep is heard and recording starts.
  - A beep sounds every 15 seconds and can be heard by the other party.

3 To stop recording, press ▯.

Note:

- To listen to the recorded conversation, see page 47, 48.

Call share

You can join an existing outside call.
To join the conversation, press **[📞]** when the other handset is on an outside call.

Note:

- A 2nd handset cannot join an outside call that is being recorded (page 19).
- To prevent other users from joining your conversations with outside callers, turn the privacy mode on (page 29).

Key lock

The handset can be locked so that no calls or settings can be made. Incoming calls can be answered, but all other functions are disabled while key lock is on.

To turn key lock on, press ▦ for about 3 seconds.

- ▭0 is displayed.
- To turn key lock off, press ▭0 for about 3 seconds.

Note:

- Calls to emergency numbers cannot be made until key lock is turned off.

Phonebook

The phonebook allows you to make calls without having to dial manually. You can add names and phone numbers to the phonebook and assign each phonebook entry to the desired category. This unit provides 2 types of phonebooks.

■ **Shared phonebook**
This phonebook entries can be shared by any handset registered to the same base unit.
The following features can also be used with the shared phonebook:
– Talking Caller ID (page 39)
– Category ringer tone (page 40)

Total number of entries is shown below[*1]:
1 name + 1 phone number: 250 entries
1 name + 2 phone numbers: 125 entries
1 name + 3 phone numbers: 83 entries

■ **Personal phonebook**
The personal phonebook entries can be stored by each handset.
Using the personal phonebook, you can allow all entries in a category to be able to bypass your night mode and cause your handset to ring (page 31).

Total number of entries is shown below[*1]:
1 name + 1 phone number: 100 entries
1 name + 2 phone numbers: 50 entries
1 name + 3 phone numbers: 33 entries

[*1] Up to 3 phone numbers for each entry can be stored.

The total number of entries that can be stored for each phonebook varies depending on how many phone numbers you have stored for each entry.

Important:

● Only 1 person can access the phonebook at a time.

Adding entries

1 **To add entries to the shared phonebook:**
    (left soft key)

To add entries to the personal phonebook:
    (left soft key) →

2

3 [♦]: "New Entry" → **OK**

4 [♦]: "(Name)" → **OK**

5 Enter the party's name (16 characters max.). → **OK**
    ● You can change the character entry mode by pressing **1/A/?** (page 53).

6 [♦]: "(Phone No. 1)" → **OK**
    ● You can store up to 3 phone numbers for each entry.

7 Enter the party's phone number (24 digits max.). → **OK**

8 [♦]: "Category 1" → **OK**

9 [♦]: Select the desired category. → **OK**

10 [♦]: "<Save>" → **OK**
    ● To add other entries, repeat from step 4.

11 [⌀]

Categories

Categories can help you find entries in the phonebook quickly and easily. When adding an entry to the phonebook, you can assign it to one of 9 categories. You can change the names of categories assigned for phonebook entries ("Friends", "Family", etc.) and then search for phonebook entries by category.

Important:

● Using categories, the following features also become available:
    – The category ringer tone is available for the shared phonebook category (Caller ID subscribers only: page 40).
    – Using the personal phonebook, you can allow all entries in a category to be able to bypass your night mode and cause your handset to ring (Caller ID subscribers only: page 31).

Changing category names

1 **To change the category names in the shared phonebook:**
📖 (left soft key)
To change the category names in the personal phonebook:
📖 (left soft key) → 📖🗐

2 🎛️

3 [♦]: "Category" → **OK**

4 [♦]: Select the desired category. → **OK**

5 [♦]: "Category Name" → **OK**

6 Edit the name (10 characters max.; page 53). → **OK** → [✆⏻]

Finding and calling from a phonebook entry

Scrolling through all entries

1 **To search for items in the shared phonebook:**
📖 (left soft key)
To search for items in the personal phonebook:
📖 (left soft key) → 📖🗐

2 [♦]: Select the desired entry. → [📞]
● You can scroll through the phonebook entry by pressing and holding [▼] or [▲].

3 [♦]: Select the desired phone number. → [📞]

Searching by first character

1 **To search for items in the shared phonebook:**
📖 (left soft key)
To search for items in the personal phonebook:
📖 (left soft key) → 📖🗐
● Change the character entry mode if necessary:
🔍 → [♦]: "Character Set" → **OK** → [♦]: Select the character entry mode. → **OK**

2 Press the dial key (0 to 9, or #) which contains the character you are searching for (page 53).
● Press the same dial key repeatedly to display the first entry corresponding to each character located on that dial key.
● If there is no entry corresponding to the character you selected, the next entry is displayed.

3 [♦]: Scroll through the phonebook if necessary. → [📞]

4 [♦]: Select the desired phone number. → [📞]

Searching by query

You can narrow down the search to enter the first characters of a name.

1 **To search for items in the shared phonebook:**
📖 (left soft key)
To search for items in the personal phonebook:
📖 (left soft key) → 📖🗐

2 ✳️

3 To search for the name, enter the first characters (up to 4) in uppercase (page 53). → **OK**
● Characters cannot be entered in lowercase.
● If there is no entry corresponding to the characters you selected, the next entry is displayed.

4 [♦]: Scroll through the phonebook if necessary. → [📞]

5 [♦]: Select the desired phone number. → [📞]

Searching by category

1 **To search for items in the shared phonebook:**
📖 (left soft key)
To search for items in the personal phonebook:
📖 (left soft key) → 📖🗐

2 🔍

3 [♦]: **"Category"** → **OK**

4 [♦]: Select the desired category. → **OK**
- If you select **"All"**, the unit ends the category search.

5 [♦]: Scroll through the phonebook if necessary. → **[📞]**

6 [♦]: Select the desired phone number. → **[📞]**

Editing entries

1 Find the desired entry (page 21). → **▦**

2 [♦]: **"Edit"** → **OK**

3 [♦]: Select the desired item you want to change. → **OK**

4 **To change the name and phone number:**
Edit the name or phone number. → **OK**
To change the category:
[♦]: Select the desired category. → **OK**

5 [♦]: **"<Save>"** → **OK** → **[✗⏻]**

Erasing entries

Erasing an entry

1 Find the desired entry (page 21).

2 **✗** → [♦]: **"Yes"** → **OK** → **[✗⏻]**

Erasing all entries

1 **To erase all entries in the shared phonebook:**
📖 (left soft key)
To erase all entries in the personal phonebook:
📖 (left soft key) → 📖

2 **▦**

3 [♦]: **"Erase All"** → **OK**

4 [♦]: **"Yes"** → **OK**

5 [♦]: **"Yes"** → **OK** → **[✗⏻]**

Chain dial

This feature allows you to dial phone numbers in the phonebook while you are on a call. This feature can be used, for example, to dial a calling card access number or bank account PIN that you have stored in the phonebook, without having to dial manually.

1 During an outside call, press **▦**.

2 [♦]: **"Phonebook"** → **OK**

3 **To select shared phonebook entries:**
[♦]: Select the desired entry.
To select personal phonebook entries:
📖 → [♦]: Select the desired entry.

4 **📞**

5 [♦]: Select the desired phone number.

6 Press **📞** to dial the number.

Note:
- When storing a calling card access number and your PIN in the phonebook as one phonebook entry, press **P** to add pauses after the number and PIN as necessary (page 17).

Copying phonebook entries

You can copy phonebook entries:
– between the shared phonebook and personal phonebook.
– between the personal phonebook of each handset.

Important:
- Only 1 person can access the phonebook at a time.
- Category settings for phonebook entries are not copied.

Copying multi entries

You can copy selected entries (up to 100).

Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333

TG8561E(en-en)_0420_ver101.pdf   22   2012/04/20   14:29:11

To copy from the shared phonebook to a personal phonebook

1 📖 (left soft key)

2 ▦

3 [♦]: "Copy" → OK

4 [♦]: Select the desired entry. → ☑
  ● The selected entries are indicated by "✓".
  ● To continue copying other entries, perform this step repeatedly.
  ● To cancel an entry, press [▼] or [▲] to select the entry, then press ☑.
  ● You can also search for another entry by entering the first character (page 21).

5 After selecting the desired entries, press OK.
  ● The entries will be automatically copied to the personal phonebook on the operated handset.
  ● When the entries have been copied, **"Completed"** is displayed.

6 [📵]

To copy from the personal phonebook to another personal phonebook or to a shared phonebook

1 📖 (left soft key) → 📖▦

2 ▦

3 [♦]: "Copy" → OK

4 [♦]: Select the desired entry. → ☑
  ● The selected entries are indicated by "✓".
  ● To continue copying other entries, perform this step repeatedly.
  ● To cancel an entry, press [▼] or [▲] to select the entry, then press ☑.
  ● You can also search for another entry by entering the first character (page 21).

5 After selecting the desired entries, press OK.

6 **To copy to the personal phonebook:**
  [♦]: Select the desired handset. → OK
  To copy to the shared phonebook:
  [♦]: Select the shared phonebook. → OK
  ● When the entries have been copied, **"Completed"** is displayed.

7 [📵]

Copying all entries

To copy from the shared phonebook to a personal phonebook

1 📖 (left soft key)

2 ▦

3 [♦]: "Copy All" → OK
  ● All shared phonebook entries will be automatically copied to the personal phonebook of the operated handset.
  ● When all entries have been copied, **"Completed"** is displayed.

4 [📵]

To copy from the personal phonebook to another personal phonebook or to a shared phonebook

1 📖 (left soft key) → 📖▦

2 ▦

3 [♦]: "Copy All" → OK

4 **To copy to the personal phonebook:**
  [♦]: Select the desired handset. → OK
  To copy to the shared phonebook:
  [♦]: Select the shared phonebook. → OK
  ● When all entries have been copied, **"Completed"** is displayed.

5 [📵]

Speed dial

You can assign 1 phone number to each of the dial keys (⒈ to ⒐) on the handset.

Adding a phone numbers to a speed dial key

1 Press and hold the desired speed dial key (⒈ to ⒐). → 📧

2 Enter the party's name (16 characters max.). → **OK**
  ● You can change the character entry mode by pressing **1/A/?** (page 53).

3 Enter the party's phone number (24 digits max.). → **OK** 2 times

Assigning a phonebook entry to a speed dial key

1 Find the desired entry (page 21). → 📇

2 **[⬍]**: "**Speed Dial**" → **OK**

3 **[⬍]**: Select the desired phone number. → **OK**

4 **[⬍]**: Select the desired dial key number. → **OK**
  ● Where a dial key is already being used for speed dialling, "✓" is displayed next to the dial key number. If you select this dial key, "**Overwrite**" is displayed. To overwrite with the currently selected phone number, go to step 5.

5 **OK** → **[✆⏻]**

Note:
● If you edit a phonebook entry which is assigned to a speed dial key, the edited entry does not transfer to the speed dial key.

Editing an entry

1 Press and hold the desired speed dial key (⒈ to ⒐).
  ● You can view other speed dial assignments by pressing **[▾]** or **[▴]**.

2 📇 → **[⬍]**: "**Edit**" → **OK**

3 Edit the name if necessary (16 characters max.; page 53). → **OK**

4 Edit the phone number if necessary (24 digits max.). → **OK** 2 times

Erasing an entry

1 Press and hold the desired speed dial key (⒈ to ⒐).

2 📇 → **[⬍]**: "**Erase**" → **OK**

3 **[⬍]**: "**Yes**" → **OK**

4 **[✆⏻]**

Viewing speed dial key assignments

You can see the speed dial key assignments on the handset display.
Press and hold the desired speed dial key (⒈ to ⒐).

Making a call using a speed dial key

1 Press and hold the desired speed dial key (⒈ to ⒐).

2 **[✆]**

Programmable settings

You can customise the unit by programming the following features using the handset.
To access the features, there are 2 methods.

■ **Scrolling through the display menus**

1 ▦ (middle soft key)
2 Press **[▼]**, **[▲]**, **[►]**, or **[◄]** to select the desired main menu. → **OK**
3 Press **[▼]** or **[▲]** to select the desired item from the next sub-menus. → **OK**
4 Press **[▼]** or **[▲]** to select the desired setting. → **OK**
   ● This step may vary depending on the feature being programmed.
   ● To exit the operation, press **[✕⏻]**.

■ **Using the direct command code**

1 ▦ (middle soft key) → Enter the desired code.
   Example: Press ▦ (middle soft key) #101.
2 Select the desired setting. → **OK**
   ● This step may vary depending on the feature being programmed.
   ● To exit the operation, press **[✕⏻]**.

Note:

● In the following table, < > indicates the default settings.
● In the following table, ☞ indicates the reference page number.
● Display menu order and sub-menu may vary depending on your model.

Display the menu tree and direct command code table

Main menu: ↩ "Caller List"

Operation	Code	☞
Viewing the caller list.	**#213**	40

Main menu: 💬 "Answer System"

Sub-menu 1	Sub-menu 2	Settings	Code	☞
Message List	–	–	**#329**	48
Play New Msg. (Msg.: message)	–	–	**#323**	47
Play All Msg.	–	–	**#324**	47
Erase All Msg.[*1]	–	–	**#325**	48

Programming

Sub-menu 1	Sub-menu 2	Settings	Code	☞
Greeting	Start REC[*1] (Record greeting)	–	#302	47
	Play Greeting	–	#303	47
	Default[*1] (Reset to pre-recorded greeting)	–	#304	47
Settings	Number of Rings[*1]	2-9: 2-9 Rings 8: <8 Rings> 0: Auto	#211	50
	Recording Time[*1]	1: 1 Minute 3: <3 Minutes> 0: Greeting Only[*2]	#305	50
	Remote Code[*1]	–	#306	49
	Call Screening	1: <On> 0: Off	#310	46
Answer On[*1]	–	–	#327	46
Answer Off[*1]	–	–	#328	46

Main menu: ✉ "SMS"

Sub-menu 1	Sub-menu 2	Settings	Code	☞
Public	Receive List	–	#350	44
	Send List	–		43
	Create	–		43
	Settings – Message Centre1[*1]	–	#351	42
	Settings – Message Centre2[*1]	–	#352	42
	Settings – Private Mailbox[*1]	–	#353	45
	Settings – PBX Access #[*1]	<Off>	#356	45
	Settings – SMS On/Off[*1]	<On>	#357	42

Main menu: •)) "Intercom"

Operation	Code	☞
Paging the desired unit.	#274	52

Main menu: ♪ "Ringer Setup"

Sub-menu 1	Sub-menu 2	Settings	Code	☞
Ringer Volume	Handset	**0–6:** Off–6 <6>	**#160**	18
	Base Unit[*1]	**0–6:** Off–6 <3>	**#✱160**	–
Ringtone[*3, *4] (Handset)	–	<Ringtone 1>	**#161**	–
Night Mode	On/Off	**1:** On **0:** <Off>	**#238**	31
	Start/End	<23:00/06:00>	**#237**	32
	Ring Delay	**1:** 30 sec. **2:** <60 sec.> **3:** 90 sec. **4:** 120 sec. **0:** No Ringing	**#239**	32
	Select Category	**1–9:** Category 1–9	**#241**	32
First Ring[*1, *5]	–	**1:** <On> **0:** Off	**#173**	–

Main menu: ⏰ "Time Settings"

Sub-menu 1	Sub-menu 2	Settings	Code	☞
Set Date/Time[*1]	–	–	**#101**	15
Memo Alarm	**1-5:** Alarm1-5	**1:** Once **2:** Daily **3:** Weekly **0:** <Off>	**#720**	31
Time Adjustment[*1, *6]	–	**1:** <Caller ID> **0:** Manual	**#226**	–

Programming

Main menu: 🔧 "Initial Setup"

Sub-menu 1	Sub-menu 2	Settings	Code	👉
Ringer Setup	Ringer Volume – Handset	**0–6:** Off–6 <6>	**#160**	18
	Ringer Volume – Base Unit[*1]	**0–6:** Off–6 <3>	**#✱160**	–
	Ringtone[*3, *4] (Handset)	<Ringtone 1>	**#161**	–
	Night Mode – On/Off	**1:** On **0:** <Off>	**#238**	31
	Night Mode – Start/End	<23:00/06:00>	**#237**	32
	Night Mode – Ring Delay	**1:** 30 sec. **2:** <60 sec.> **3:** 90 sec. **4:** 120 sec. **0:** No Ringing	**#239**	32
	Night Mode – Select Category	**1–9:** Category 1-9	**#241**	32
	First Ring[*1, *5]	**1:** <On> **0:** Off	**#173**	–
Time Settings	Set Date/Time[*1]	–	**#101**	15
	Memo Alarm – **1-5:** Alarm1-5	**1:** Once **2:** Daily **3:** Weekly **0:** <Off>	**#720**	31
	Time Adjustment[*1, *6]	**1:** <Caller ID> **0:** Manual	**#226**	–
Talking Caller ID	Handset	**1:** <On> **0:** Off	**#162**	39
	Base Unit[*1]	**1:** <On> **0:** Off	**#✱162**	
Handset Name	–	–	**#104**	32
Caller Barred[*1]	–	–	**#217**	32
Eco Setup	Transmission Power[*1]	**1:** <Normal> **2:** Low	**#725**	15

Sub-menu 1	Sub-menu 2	Settings	Code	☞
`Display Setup`	`Wallpaper`[7]	`<Wallpaper1>`	**#181**	–
	`Display Colour`	**1:** `<Colour1>` **2:** `Colour2`	**#182**	–
	`Display Mode`	**1:** `<Multi Items>` **0:** `Single Item`	**#192**	16
	`Key Backlight`	**1:** `<On>` **0:** `Off`	**#276**	–
	`LCD in charging`[8] (LCD backlight)	**1:** `<On>` **0:** `Off`	**#191**	–

	`Contrast`
	(Display contrast)
		1–6: `Contrast`
		`1-6`
		`<Contrast 3>`
			#145	–

`Auto Intercom`	–	**1:** `On` **0:** `<Off>`	**#273**	52
`Keytones`[9]	–	**1:** `<On>` **0:** `Off`	**#165**	–
`Call Restrict`[1]	–	–	**#256**	33
`Auto Talk`[10]	–	**1:** `On` **0:** `<Off>`	**#200**	18
`Line Setup`	`Recall/Flash`[1, 11]	**0:** `900 msec.` **1:** `700 msec.` **2:** `600 msec.` **3:** `400 msec.` **4:** `300 msec.` **5:** `250 msec.` ✱**:** `200 msec.` **#:** `160 msec.` **6:** `110 msec.` **7:** `<100 msec.>` **8:** `90 msec.` **9:** `80 msec.`	**#121**	18
`Privacy Mode`[1, 12]	–	**1:** `On` **0:** `<Off>`	**#194**	–
`Base Unit PIN`[1]	–	`<0000>`	**#132**	33
`Repeater Mode`[1]	–	**1:** `On` **0:** `<Off>`	**#138**	38
`Register`	`Register H.set` (`H.set`: handset)	–	**#130**	37
	`Cancel Register`[2]	–	**#131**	37
`Select Base`	–	`<Auto>`	**#137**	37
`Cancel Base`[2]	–	–	**#139**	37
`Language`	`Display`	`<English>`	**#110**	15

TG8561E(en-en)_0420_ver101.pdf   29   2012/04/20   14:29:11

Programming

Main menu: ☺ **"Baby Monitor"**

Sub-menu 1	Sub-menu 2	Settings	Code	☞
On/Off	–	**1:** On **0:** <Off>	**#268**	35
Sensitivity Level	–	**1:** Low **2:** <Middle> **3:** High	**#269**	36

Main menu: 📅 **"Calendar"**

Operation	Code	☞
Viewing the calendar and setting the schedule alarm.	**#727**	33

*1 If you program these settings using one of the handsets, you do not need to program the same item using another handset.
*2 This menu is not displayed when scrolling through the display menus. It is only available in direct command code.
*3 The ringer tone may continue to play for several seconds even if the caller has already hung up. You may either hear a dial tone or no one on the line when you answer the call.
*4 The preset melodies in this product are used with permission of © 2011 Copyrights Vision Inc.
*5 If you do not want the unit to ring before the caller information is received, set to **"Off"**. (Caller ID subscribers only)
   You can only remove the first ring if the unit rings two times or more by default, which depends on your service provider/telephone company.
*6 This feature allows the unit to automatically adjust the date and time each time caller information including date and time is received.
   To turn this feature on, select **"Caller ID"**. To turn this feature off, select **"Manual"**. (Caller ID subscribers only)
   To use this feature, set the date and time first (page 15).
*7 You can set the wallpaper to display with or without date and time by pressing ◼/▦. The default setting is with date and time displayed.
*8 You can set the handset display backlight while on charge.
   – **"On"**: Backlight is on (dimmed).
   – **"Off"**: Backlight turns off after 10 seconds of charging.
*9 Turn this feature off if you prefer not to hear key tones while you are dialling or pressing any keys, including confirmation tones and error tones.
*10 If you subscribe to a Caller ID service and want to view the caller's information after lifting up the handset to answer a call, turn off this feature.
*11 The recall/flash time depends on your telephone exchange or host PBX. Contact your PBX supplier if necessary.
*12 To prevent other users from joining your conversations with outside callers, turn this feature on.

Special programming

Alarm

An alarm sounds at the set time for 1 minute and is repeated 5 times at 5 minute intervals (snooze function). A text memo can also be displayed for the alarm. A total of 5 separate alarm times can be programmed for each handset. You can set one of 3 different alarm options (once, daily, or weekly) for each alarm time.

Important:
- Set the date and time beforehand (page 15).

1   ⊞ (middle soft key) #720
2   Select an alarm by pressing 1 to 5. → OK
3   [♦]: Select the desired alarm option. → OK

"Off" Turns alarm off. Go to step 9.
"Once" An alarm sounds once at the set time.
"Daily" An alarm sounds daily at the set time. Go to step 5.
"Weekly" Alarm sounds weekly at the set time(s).

4   Proceed with the operation according to your selection in step 3.
- **Once:** Enter the desired date and month. → OK
- **Weekly:** [♦]: Select the desired day of the week and press ✓. → OK

5   Set the desired time. → OK
6   Enter a text memo (30 characters max.; page 53). → OK

7   [♦]: Select the desired alarm tone. → OK
- We recommend selecting a different ringer tone from the one used for outside calls.

8   [♦]: Select the desired snooze setting. → OK

9   OK → [☎⏻]
- When the alarm is set, 🕐 is displayed.

Note:
- Press 🚫 to stop the alarm completely.
- When the handset is in use, the alarm will not sound until the handset is in standby mode.
- Press any dial key or 📞 to stop the sound but keep the snooze function activated.
- If you want to make an outside call when the snooze function is activated, please stop the snooze function before making the call.

Night mode

Night mode allows you to select a period of time during which the handset will not ring for outside calls. This feature is useful for time periods when you do not want to be disturbed, for example, while sleeping. Night mode can be set for each handset.
For personal phonebook (page 20), you can also select categories of callers whose calls override night mode and ring the handset (Caller ID subscribers only).

Important:
- Set the date and time beforehand (page 15).
- We recommend turning the base unit ringer off (page 28) in addition to turning the night mode on.
- If you have set the alarm, the alarm sounds even if the night mode is turned on.

Turning night mode on/off

1   ⊞ (middle soft key) #238

TG8561E(en-en)_0420_ver101.pdf   31   2012/04/20   14:29:11

2 **[♦]**: Select the desired setting. → **OK**
- If you select **"Off"**, press **[📵]** to exit.

3 Enter the desired hour and minute you wish to start this feature. → **OK**
- You can select 24-hour or 12-hour clock format (**"AM"** or **"PM"**) by pressing **12/24**.

4 Enter the desired hour and minute you wish to end this feature. → **OK**

5 **[📵]**
- When the night mode is set, ☪ is displayed.

Changing the start and end time

1 **[⊞]** (middle soft key) **#237**

2 Continue from step 3, "Turning night mode on/off", page 31.

Setting the ring delay

This setting allows the handset to ring during night mode if the caller waits long enough. After the selected amount of time passes, the handset rings. If you select **"No Ringing"**, the handset never rings during night mode.

1 **[⊞]** (middle soft key) **#239**

2 **[♦]**: Select the desired setting. → **OK** → **[📵]**

Note:
- When the answering system answers the call, this feature does not work.

Selecting categories to bypass night mode

1 **[⊞]** (middle soft key) **#241**

2 Select your desired categories by pressing **1** to **9**.
- "✓" is displayed next to the selected category numbers.
- To cancel a selected category, press the same dial key again. "✓" disappears.

3 **OK** → **[📵]**

Changing the handset name

Each handset can be given a customised name ("Bob", "Kitchen", etc.). This is useful when you make intercom calls between handsets. You can also select whether or not the handset name is displayed in standby mode. The default setting is **"No"**. If you select **"Yes"** without entering any handset name, **"Handset 1"** to **"Handset 6"** is displayed.

1 **[⊞]** (middle soft key) **#104**

2 Enter the desired name (max. 10 characters; page 53).
- If not required, go to step 3.

3 **OK**

4 **[♦]**: Select the desired setting. → **OK** 2 times

5 **[📵]**

Incoming call barring (Caller ID subscribers only)

This feature allows the unit to reject calls from specified phone numbers that you do not want to answer such as junk calls.
When a call is received, the unit does not ring while the caller is being identified. If the phone number matches an entry in the call barred list, the unit sends out a busy tone to the caller, and then disconnects the call.

Important:
- When the unit receives a call from a number that is stored in the call barred list, the call is logged in the caller list (page 40) with ☎ after the call is disconnected.

Storing unwanted callers

You can store up to 30 phone numbers in the call barred list.

Important:
- You must store the phone number with an area code in the call barred list.

■ **From the caller list:**
1 **[◄] (→)**

Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333

2 **[‡]**: Select the entry to be barred. →
   OK → 🔄

3 **[‡]**: **"Caller Barred"** → **OK**

4 **[‡]**: **"Yes"** → **OK** → **[✆]**

■ **By entering phone numbers:**
   1 🔳 (middle soft key) #217 →
   🔄

   2 Enter the phone number (24 digits
      max.). → **OK**
      ● To erase a digit, press **C**.

   3 **[✆]**

Viewing/editing/erasing bar call numbers

1 🔳 (middle soft key) #217

2 **[‡]**: Select the desired entry.
   ● To exit, press **[✆]**.

3 **To edit a number:**
   🔄 → Edit the phone number. →
   OK → **[✆]**
   To erase a number:
   X → **[‡]**: **"Yes"** → **OK** → **[✆]**

Note:
● When editing, press the desired dial key to add, **C** to erase.

Setting call restriction

You can restrict selected handsets from dialling certain numbers. You can assign up to 6 phone numbers to be restricted, and select which handsets are to be restricted. Storing area codes here prevents the restricted handsets from dialling any phone number in that area code.

1 🔳 (middle soft key) #256

2 Enter the base unit PIN (default: **"0000"**).
   ● If you forget your PIN, see page 58.

3 Select the handsets to be restricted by pressing 1 to 6.
   ● All handsets registered to the base unit are displayed.

● "✓" is displayed next to the selected handset numbers.
● To cancel a selected handset, press the same dial key again. "✓" disappears.

4 **OK**

5 Select a memory location by pressing 1 to 6. → **OK**

6 Enter the phone number or area code to be restricted (8 digits max.). → **OK** → **[✆]**
   ● To erase a restricted number, press **C**.

Changing the base unit PIN (Personal Identification Number)

Important:
● If you change the PIN, please make note of your new PIN. The unit will not reveal the PIN to you. If you forget your PIN, see page 58.

1 🔳 (middle soft key) #132

2 Enter the current 4-digit base unit PIN (default: **"0000"**).

3 Enter the new 4-digit base unit PIN. → **OK** → **[✆]**

Calendar/Schedule

You can program 20 schedule alarms for each handset using the calendar. A schedule alarm sounds at the set time for 1 minute. A text memo can also be displayed for the schedule alarm.

Important:
● Set the date and time beforehand (page 15).
● If the unit is connected to a PBX system, date information may not be properly received. Set the PBX system to receive the correct date information. Contact your PBX supplier if necessary.

Adding a new entry

1 🔲 (middle soft key) → 🗓 → **OK**
2 **[⬍]**: Select the desired date. → **OK**
   - To move to another month in the calendar, keep pressing **[▼]** or **[▲]**.
3 🔲 → **[⬍]**: "**New Entry**" → **OK**
4 Edit the date if necessary. → **OK**
5 Set the desired time. → **OK**
6 Enter a text memo (30 characters max.; page 53). → **OK**
7 **[⬍]**: Select the desired alarm tone. → **OK** 2 times
   - You can select "**Off**" if you prefer not to hear an alarm tone.
   - We recommend selecting a different ringer tone from the one used for outside calls.
   - To add other entries, repeat from step 3.
8 **[🕽]**

Note:
- To stop the alarm, press 🗑 or place the handset on the base unit or charger.
- When the handset is in use, the alarm will not sound until the handset is in standby mode.

Viewing entries

1 🔲 (middle soft key) → 🗓 → **OK**
2 To see the entries on the selected date, press **OK**.
   To see the schedule list, press 🔳.
   - You can see detailed information about the schedule by pressing 🔲.

Editing an entry

1 🔲 (middle soft key) → 🗓 → **OK**
2 🔳 → **[⬍]**: Select the desired entry.
3 🔲 → **[⬍]**: "**Edit**" → **OK**
4 Edit the date if necessary. → **OK**
5 Edit the time if necessary. → **OK**

6 Edit the text memo if necessary (30 characters max.; page 53). → **OK**
7 **[⬍]**: Select the desired alarm tone. → **OK** 2 times
8 **[🕽]**

Erasing an entry

Schedule alarm entries are not erased automatically after the schedule alarm sounds. Erase unwanted entries.

1 🔲 (middle soft key) → 🗓 → **OK**
2 🔳 → **[⬍]**: Select the desired entry.
3 🔲 → **[⬍]**: "**Erase**" → **OK**
4 **[⬍]**: "**Yes**" → **OK**
5 **[🕽]**

Erasing all entries

1 🔲 (middle soft key) → 🗓 → **OK**
2 🔳 → 🔲
3 **[⬍]**: "**Erase All**" → **OK**
4 **[⬍]**: "**Yes**" → **OK**
5 **[⬍]**: "**Yes**" → **OK**
6 **[🕽]**

Baby monitor

This feature allows you to listen in on a room where another handset is located, allowing you to easily monitor from different areas of the house or place. The monitored handset (placed in a baby's room, for example) will automatically call the monitoring handset or the phone number stored when it detects sound.

Important:
- You should perform a test run of the baby monitor procedure to ensure that the baby monitor feature is set correctly. For example, test its sensitivity. Check the connection if you are diverting the baby monitor to an outside line.

Note:

- Both the monitored and monitoring handsets must select the same base unit in order to use the baby monitor feature (page 37).
- If the unit is connected to a PBX system, you cannot set the baby monitor.
- During the monitoring mode, battery consumption is faster than usual. We recommend leaving the monitored handset on the base unit or charger.
- The monitored handset never rings during the monitoring mode. But if the monitored handset is on the base unit, the base unit ringer sounds. Turn off the base unit ringer volume to not sound the ringer (page 28).

Setting the baby monitor

Perform the setting operation with the handset to be monitored (for example, the handset placed in a baby's room).

To monitor with a handset

The internal baby monitor feature is only available between handsets in the same radio cell.

1   (middle soft key) #2688
2   【♦】: "On" → OK
3   【♦】: Select the desired handset number to monitor with. → OK
   - "Baby Monitor" will be displayed.
   - The registered handset name/number is displayed.

Note:

- When this feature is on, another handset can hear the monitored handset by making an intercom call.

To monitor from an outside line

■ **From the phonebook:**
  1   (middle soft key) #2688
  2   【♦】: "On" → OK
  3   【♦】: Select "External" to monitor from an outside line. →

4   **To select the shared phonebook item:**

   To select the personal phonebook item:
    →
5   【♦】: Select the phonebook entry. → OK
6   【♦】: Select the desired phone number. → OK
   - "Baby Monitor" will be displayed.

Note:

- If you edit a phonebook entry which is assigned for monitoring, the edited entry does not transfer to the monitor.

■ **By entering phone numbers:**
  1   (middle soft key) #2688
  2   【♦】: "On" → OK
  3   【♦】: Select "External" to monitor from an outside line. → →
  4   Enter the desired name (16 characters max.; page 53). → OK
  5   Enter the desired number (24 digits max.). → OK 2 times
   - "Baby Monitor" will be displayed.

Note:

- The registered name/number is displayed.

Turning off the baby monitor

The monitored handset cannot be used while baby monitor is set to "On".

1   Press on the handset being monitored.
2   【♦】: "On/Off" → OK
3   【♦】: "Off" → OK → 【☎⏻】

Editing an outside monitoring number

1   Press on the handset being monitored.

2 [♦]: "On/Off" → OK

3 [♦]: "On" → OK

4 [♦]: Select the outside line. → 🔍

5 ⊞ → [♦]: "Edit" → OK

6 Edit the name if necessary (16 characters max.; page 53). → OK

7 Edit the phone number if necessary (24 digits max.). → OK 2 times

Erasing an outside monitoring number

1 Press ⊞ on the handset being monitored.

2 [♦]: "On/Off" → OK

3 [♦]: "On" → OK

4 [♦]: Select the outside line. → 🔍

5 ⊞ → [♦]: "Erase" → OK

6 [♦]: "Yes" → OK

Baby monitor sensitivity

You can adjust the sensitivity of the baby monitor. Increase or decrease the sensitivity to adjust the sound level needed to trigger the baby monitor feature.

● This feature cannot be set during a monitoring call.

1 Press ⊞ on the handset being monitored.

2 [♦]: "Sensitivity Level" → OK

3 Press [▲] or [▼] to select the desired setting. → OK → [☎⏻]

Note:

● When the baby monitor is activated, you cannot access the direct commands using the monitored handset. Before setting the baby monitor feature, you can use direct commands to adjust baby monitor sensitivity (page 30).

Answering the baby monitor

■ **When monitoring with a handset:**
Press [☎] to answer calls.
If you want to respond from the monitoring handset, press ⊠.

● The monitoring handset will answer calls automatically when the auto intercom feature is set to "On" (page 52).

Note:

● If you receive an outside call when communicating with the monitored handset, you hear 2 tones. To answer the call, press [☎⏻], then press [☎].

■ **When monitoring from an outside line:**
To answer a call, follow the operation for your phone.
If you want to respond from the monitoring handset, press #1 using tone dialling.
You can turn off the baby monitor feature by pressing #0.

Note:

● 2 minutes after the monitored handset starts a call, communication between the monitored handset and monitoring phone line is turned off automatically.

Registering a unit

Operating additional units

Additional handsets

Up to 6 handsets can be registered to a single base unit.

Important:

● The additional handset model recommended for use with this unit is noted on page 4. If another handset model is used, certain operations (handset settings, base unit settings, etc.) may not be available.

Additional base units

Handsets can be registered to up to 4 base units, allowing you to add additional base units and extend the area in which your handset(s) can be used. If a handset moves out of range of its base unit when **"Auto"** is selected on base unit (page 37), it looks for another base unit to make or receive calls. A base unit and the handsets it communicates with is called a "radio cell".

Note:

- Calls are disconnected when the handset moves from one radio cell to another.

Registering a handset to a base unit

The supplied handset and base unit are pre-registered. If for some reason the handset is not registered to the base unit (for example, ⅄ is displayed even when the handset is near the base unit), re-register the handset.

1 **Handset:**
   ⊞ (middle soft key) #130

2 [♦]: Select a base unit number. → **OK**
   - This number is used by the handset as a reference only.

3 **Base unit:**
   Press and hold **[•⁾)]** for about 5 seconds, until the registration tone sounds.
   - If all registered handsets start ringing, press **[•⁾)]** again to stop, then repeat this step.
   - The next step must be completed within 90 seconds.

4 **Handset:**
   OK → Wait until **"Base PIN"** is displayed. → Enter the base unit PIN (default: **"0000"**). → **OK**
   - If you forget your PIN, see page 58.
   - When the handset has been registered successfully, ⅄ is displayed.

Note:

- While registering, **"Base in registering"** is displayed on all registered handsets.

- When you purchase an additional handset, refer to the additional handset's installation manual for registration.

Selecting a base unit

When **"Auto"** is selected, the handset automatically uses any available base unit it is registered to. When a specific base unit is selected, the handset makes and receives calls using that base unit only. If the handset is out of range of that base unit, no calls can be made.

1 ⊞ (middle soft key) #137

2 [♦]: Select the desired base unit number, or **"Auto"**. → **OK**
   - The handset starts searching for the base unit.

Deregistering a handset

A handset can cancel its own registration to the base unit, or other handsets registered to the same base unit. This allows the handset to end its wireless connection with the system.

1 ⊞ (middle soft key) #131
   - All handsets registered to the base unit are displayed.

2 [♦]: Select the handset you want to cancel. → **OK**

3 [♦]: **"Yes"** → **OK**
   - A confirmation tone sounds.
   - The handset does not beep when cancelling its own registration.

4 **[✆⏻]**

Cancelling a base unit

A handset can cancel a base unit that it is registered to. This allows the base unit to end its wireless connection with the system.

1 ⊞ (middle soft key) #139

2 [♦]: Select the base unit you want to cancel. → **OK**

3 [♦]: **"Yes"** → **OK** → **[✆⏻]**

Note:
● To register a handset to another base unit or to the same base unit again, see page 37.

Increasing the range of the base unit

You can increase the signal range of the base unit by using a DECT repeater. Please use only the Panasonic DECT repeater noted on page 4. Contact your Panasonic dealer for details.

Important:
● Before registering the repeater to this base unit, you must turn the repeater mode on.
● Do not use more than one repeater at a time.

Setting the repeater mode

1   ▦ (middle soft key) #138
2   [♦]: Select the desired setting. → OK → [☎/⏻]

Note:
● After turning the repeater mode on or off, ☗ is displayed on the handset momentarily. This is normal and the handset can be used once ☖ is displayed.

Registering the DECT repeater (KX-A405) to the base unit

Note:
● Please use a repeater that has not yet been registered to another unit. If the repeater is registered to another unit, deregister it first, referring to the Installation Guide for the DECT repeater.

1   **Base unit:**
    Press and hold [•))] for about 5 seconds, until the registration tone sounds.
    ● The next step must be completed within 90 seconds.

2   **DECT repeater:**
    Connect the AC adaptor, then wait until the ⓘ indicator and ☖ indicator light green.

3   **Base unit:**
    To exit the registration mode, press [•))].
    ● The registration tone stops.

Using Caller ID service

Important:

- This unit is Caller ID compatible. To use Caller ID features, you must subscribe to a Caller ID service. Contact your service provider/telephone company for details.

Caller ID features

When an outside call is being received, the caller information is displayed.
Caller information for the last 50 callers is logged in the caller list from the most recent call to the oldest.

- If the unit cannot receive caller information, the following is displayed:
  - **"Out of Area"**: The caller dials from an area which does not provide a Caller ID service.
  - **"Private Caller"**: The caller requests not to send caller information.
- If the unit is connected to a PBX system, caller information may not be properly received. Contact your PBX supplier.

Missed calls

If a call is not answered, the unit treats it as a missed call and →) is displayed. This lets you know if you should view the caller list to see who called while you were away.
Even if only one missed call in the caller list is viewed (page 40), →) disappears from the display. When you receive another new call, →) is displayed again.

Note:

- Even when there are unviewed missed calls, →) disappears from the standby display if the following operation is performed by one of the registered handsets:
  - Being replaced on the base unit or charger.
  - Pressing **[✆⏻]**.

Phonebook name display

When caller information is received and it matches a phone number stored in the phonebook, the stored name in the phonebook is displayed and logged in the caller list.

Note:

- If the same phone number is stored in the shared phonebook and personal phonebook separately with different names, the name stored in the personal phonebook is displayed.

Talking Caller ID

Handset / Base unit

This feature let you know who is calling by announcing the caller information.
To use this feature, you must:
– subscribe to a Caller ID service of your service provider/telephone company.
– turn this feature on (page 28).
– store the name and phone number in the **shared phonebook** (page 20).

Phonebook name announcement

When caller information is received from your service provider/telephone company and it matches a phone number stored in the shared phonebook, the stored name is announced following every ring.
If that phone number has not been stored in the shared phonebook, the caller information is announced.

Important:

- To use the Talking Caller ID feature, enter the name in the character entry mode when you store the entries in the shared phonebook using the alphabet.
- The unit does not announce the name entered in Greek, Extended 1, 2, Cyrillic characters.

Note:

- Name pronunciation may vary. This feature may not pronounce all names correctly.
- The announcement is heard at the same level as the ringer volume (page 18, 28).
- Depending on the number of rings setting (page 50), the answering system may answer calls before announcing the caller information.

TG8561E(en-en)_0420_ver101.pdf   39   2012/04/20   14:29:12

● When you receive a call while on the phone, the 2nd caller information is not announced even if you subscribe to both Caller ID and Call Waiting with Caller ID services.

Category ringer tone

This feature can help you identify who is calling by using different ringer tones for different categories of callers. When adding an entry to the shared phonebook, you can assign it to the desired category (page 20). When a call is received from a caller assigned to a category, the ringer you selected for that category rings after caller information is displayed.

If you select **"Default Ringer"**, the unit uses the ringer tone you selected on page 28 when calls from this category are received. The default setting is **"Default Ringer"**.

1 　 📖 (left soft key) → 🎛

2 　 **[♦]**: **"Category"** → **OK**

3 　 **[♦]**: Select the desired category. → **OK**

4 　 **[♦]**: Select the current setting of the category ringer tone. → **OK**

5 　 **[♦]**: Select the desired ringer tone. → **OK**

6 　 **[☎⏻]**

Caller list

Important:

● Only 1 person can access the caller list at a time.

● Make sure the unit's date and time setting is correct (page 15).

Viewing the caller list and calling back

1 　 **[◄]** (**→**)

2 　 Press **[▼]** to search from the most recent call, or press **[▲]** to search from the oldest call.

● You can see the detailed information about the caller by pressing 🔳 when in multiple display mode.

3 　 To call back, press **[☎]**.
　 To exit, press **[☎⏻]**.

Note:

● If the entry has already been viewed or answered, "✔" is displayed, even if it was viewed or answered using another handset.

● If the call matches an entry in the call barred list, the number is logged with ⚌ (page 32).

Editing a caller's phone number before calling back

1 　 **[◄]** (**→**)

2 　 **[♦]**: Select the desired entry. → **OK**

3 　 🔳 → Edit the number.

● Press dial key (⓪ to ⑨) to add, **C** to delete.

4 　 **[☎]**

Erasing selected caller information

1 　 **[◄]** (**→**)

2 　 **[♦]**: Select the desired entry.

3 　 **X** → **[♦]**: **"Yes"** → **OK** → **[☎⏻]**

Erasing all caller information

1 　 **[◄]** (**→**)

2 　 **X** → **[♦]**: **"Yes"** → **OK** → **[☎⏻]**

Storing caller information to the phonebook

1 　 **[◄]** (**→**)

TG8561E(en-en)_0420_ver101.pdf 　 40 　　　　　2012/04/20 　 14:29:12

2 **[‡]**: Select the desired entry. → **OK** → 🖾

3 **To add entries to the shared phonebook:**
[‡]: **"Shared Phonebook"** → **OK**
To add entries to the personal phonebook:
[‡]: **"Personal Phonebook"** → **OK**

4 To store the name, continue from step 3, "Editing entries", page 22.

Using SMS

SMS allows you to send and receive text messages between other fixed-line and mobile phones that support compatible SMS networks and features.

Important:

- To use SMS features, you must:
  - subscribe to a Caller ID and/or an appropriate service such as SMS.
  - confirm that SMS is turned on.
  - confirm that the correct message centre numbers are stored.

  Contact your service provider/telephone company for details and availability.

Using the public mailbox and private mailboxes

SMS messages can be sent and received using the public mailbox or any one of the 6 private mailboxes. The public mailbox can be accessed freely. Private mailboxes are password protected to ensure privacy.

Important:

- To use the public mailbox, you must register the public mailbox with BT Text (page 42).
- To send or receive a message using a private mailbox, you must:
  - first create the private mailbox by storing its name and password (page 45).
  - register each private mailbox with BT Text (page 42).

Note:

- A total of 47 messages (at 160 characters/message) in all mailboxes added together can be saved. Total number may be more than 47 if length of messages is less than 160 characters/message.
- If the unit is connected to a PBX system, you may not be able to use SMS features.

Turning SMS on/off

The default setting is **"On"**.

1 📇 (middle soft key) #357

2 [♦]: Select the desired setting. → **OK** → [☎⏻]

Storing SMS message centre numbers

SMS message centre numbers must be stored in order to send and receive SMS messages.
The message centre numbers (used for SMS services provided by BT Text) are pre-programmed in this unit. You can change them if necessary. Contact your service provider/telephone company for more information.

1 **To store "Message Centre1":**
   📇 (middle soft key) #351
   To store "Message Centre2":
   📇 (middle soft key) #352

2 Edit the number as necessary. → **OK** → [☎⏻]

Note:

- For PBX users:
  - You need to add the PBX line access number and a dialling pause to the beginning of the Message Centre 1 number.
  - If you only use the Message Centre 1 number for SMS, store the Message Centre 1 number as is (without adding a line access number or dialling pause) to Message Centre 2.

Registering mailboxes

Each SMS mailbox you wish to use must be registered with BT Text. There are two ways you can register a mailbox:
– Send an SMS message to another person.
– Send the text message 'REGISTER' to destination number 00000.

Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333

TG8561E(en-en)_0420_ver101.pdf   42   2012/04/20   14:29:12

Sending a message

Writing and sending a new message

1 ⊞ (middle soft key) → ✉ → **OK**

2 **To access the public mailbox:**
   [⬍]:"`Public`" → **OK**
   To access a private mailbox:
   [⬍]: Select the desired mailbox. → **OK**
   → Enter its password.

3 [⬍]: "`Create`" → **OK**
   ● If "▲`Use Last Text?`" is displayed, you can use the text from the last message you created by pressing [▲].

4 Enter a message. → **OK**
   ● You can change the character entry mode by pressing ①/A/? (page 53).

5 Enter the destination phone number (20 digits max.). → **OK**
   To use the redial list:
   [►] (◖●) → [⬍]: Select the phone number. → **OK** 2 times
   To use the caller list:
   [◄] (→)) → [⬍]: Select the party. → **OK** 2 times
   To use the shared phonebook:
   ▭ → [⬍]: Select the phonebook entry. → **OK** → [⬍]: Select the desired phone number. → **OK** 2 times
   To use the personal phonebook:
   ▭ → ▭ → [⬍]: Select the phonebook entry. → **OK** → [⬍]: Select the desired phone number. → **OK** 2 times
   ● If you wish to send the message to the other party's mailbox, enter the other party's mailbox number after the destination phone number.
   Example: The other party's phone number is 123456 and their mailbox number is 1.
   Enter 1234561.

6 To save the message, select "`Yes`". → **OK**

7 To send the message, press **OK**.
   ● To cancel sending, press [✆].

Note:
● This unit supports SMS messages of up to 612 characters, however, the maximum number of characters you can send or receive may be limited by your SMS service provider/telephone company. Contact your SMS service provider/telephone company for details.
● If your message contains over 160 characters, the message is a long message and "**Long Text**" is displayed. Your service provider/telephone company may treat long messages differently from other messages. Contact your service provider/telephone company for details.
● If your phone is connected to a PBX, store the PBX line access number (page 45).

Editing/sending a saved message

1 ⊞ (middle soft key) → ✉ → **OK**

2 **To access the public mailbox:**
   [⬍]: "`Public`" → **OK**
   To access a private mailbox:
   [⬍]: Select the desired mailbox. → **OK**
   → Enter its password.

3 [⬍]: "`Send List`" → **OK**

4 To read a saved message, press [▼] or [▲] to select the message. → **OK**

5 **To edit the message:**
   ⊞ → [⬍]: "`Edit Message`" → **OK**
   → Continue from step 4, "Writing and sending a new message", page 43.
   To send the message:
   ⊞ → [⬍]: "`Send`" → **OK** → Press and hold **C** to erase all numbers. → Continue from step 5, "Writing and sending a new message", page 43.

Erasing saved messages

1 ⊞ (middle soft key) → ✉ → **OK**

2 **To access the public mailbox:**
   [↕]: **"Public"** → **OK**
   To access a private mailbox:
   [↕]: Select the desired mailbox. → **OK**
   → Enter its password.

3 [↕]: **"Send List"** → **OK**

4 [↕]: Select a message. → **OK**

5 **▦** → [↕]: **"Erase"** → **OK**
   • To erase all messages in the selected
     mailbox, select **"Erase All"**. →
     OK

6 [↕]: **"Yes"** → **OK** → [✆⏻]

Receiving a message

When an SMS message is received:
– **"Receiving SMS Message"** is displayed.
– a tone is heard (if the handset ringer is
  turned on).
– **✉** is displayed with the total number of
  new (unread) SMS messages.

Reading a received message

1 **▦** (middle soft key) → **✉** → **OK**

2 **To access the public mailbox:**
   [↕]: **"Public"** → **OK**
   To access a private mailbox:
   [↕]: Select the desired mailbox. → **OK**
   → Enter its password.
   • If a mailbox contains new (unread)
     SMS messages, "∗" is displayed next
     to the total number of messages for
     that mailbox.

3 [↕]: **"Receive List"** → **OK**

4 [↕]: Select a message.
   • Messages which have already been
     read are indicated by a "✓", even if
     they were read using another handset.
   • To erase a message, press **✕**. →
     [↕]: **"Yes"** → **OK**

5 Press **OK** to read the message content.

Note:
• To call the message sender, press [✆].

Replying to a message

1 While reading a received message, press
   ▦.

2 [↕]: **"Reply"** → **OK**

3 Enter a message (page 53). → **OK**

4 Edit the destination phone number if
   necessary. → **OK**

5 Continue from step 6, "Writing and
   sending a new message", page 43.

Editing/forwarding a message

1 While reading a received message, press
   ▦.

2 [↕]: **"Edit Message"** → **OK**

3 Continue from step 4, "Writing and
   sending a new message", page 43.

Erasing received messages

1 While reading a received message, press
   ▦.

2 [↕]: **"Erase"** → **OK**
   • To erase all messages in the selected
     mailbox, select **"Erase All"**. →
     OK

3 [↕]: **"Yes"** → **OK** → [✆⏻]

Storing the sender's number in
the phonebook

1 While reading a received message, press
   ▦.

2 [↕]: **"Add Phonebook"** → **OK**

3 **To add entries to the shared
   phonebook:**
   [↕]: **"Shared Phonebook"** → **OK**
   **To add entries to the personal
   phonebook:**

[$\updownarrow$]: **"Personal Phonebook"** → **OK**

4 To store the name, continue from step 3, "Editing entries", page 22.

Editing the sender's number before calling back

1 While reading a received message, press **⊞**.

2 **[$\updownarrow$]**: **"Edit & Call"** → **OK**

3 Edit the number. → **[📞]**

Other settings

Creating private mailboxes

Private mailboxes can be used for sending and receiving SMS messages. Each private mailbox is password protected.

1 **⊞** (middle soft key) **#353**

2 **[$\updownarrow$]**: Select the desired new mailbox number (**"Mailbox1"** to **"Mailbox6"**). → **OK**

3 Enter a name for the mailbox (5 characters max.; page 53). → **OK**

4 Enter a 4-digit password for the mailbox. → **OK** 2 times → **[📵]**

Note:

- To receive SMS messages using a mailbox, inform others of your mailbox number.
- If you forget the password assigned to a mailbox, contact an authorised service centre.

Changing private mailbox settings

You can change the password or name of the private mailbox and erase the mailbox.

1 **⊞** (middle soft key) **#353**

2 **[$\updownarrow$]**: Select the desired mailbox name. → **OK** 2 times

3 Enter the mailbox's 4-digit password.

4 Edit the mailbox name (5 characters max.; page 53). → **OK**
   - To erase the mailbox, press and hold **C**. → **OK** → **[$\updownarrow$]**: **"Yes"** → **OK** → **[📵]**

5 Enter a 4-digit password for the mailbox. → **OK** 2 times → **[📵]**

Storing the PBX line access number (for PBX users only)

Store your PBX line access number (4 digits max.) so that SMS messages are sent properly. When sending SMS messages to entries in the phonebook or redial list, the PBX line access number is deleted. The default setting is **"Off"**.

1 **⊞** (middle soft key) **#356**

2 **[$\updownarrow$]**: **"On"** → **OK**

3 Enter your PBX line access code and a dialling pause, if necessary. → **OK** → **[📵]**

Answering system

The answering system can answer and record calls for you when you are unavailable to answer the phone. You can also record phone conversations (page 19).
You can also set the unit to play a greeting message but not to record caller messages by selecting **"Greeting Only"** as the recording time setting (page 50).

Important:

- Only 1 person can access the answering system (listen to messages, record a greeting message, etc.) at a time.
- When callers leave messages, the unit records the day and time of each message. Make sure the date and time have been set correctly (page 15).

Memory capacity (including your greeting message)

The total recording capacity is about 40 minutes. A maximum of 64 messages can be recorded.

Note:

- When message memory becomes full:
  - **"Messages Full"** is shown on the handset display.
  - The answer on indicator on the base unit flashes rapidly if the answering system is turned on.
  - The message counter on the base unit flashes if the answering system is turned on.
  - 📧 and the total number of new messages are not displayed on the handset even if the answering system is turned on.
  - If you use the pre-recorded greeting message, the unit automatically switches to another pre-recorded greeting message asking callers to call again later.
  - If you recorded your own greeting message, the same message is still announced to callers even though their messages are not recorded.

Turning the answering system on/off

The answering system is preset to on.

Base unit

Press **[📧]** to turn on/off the answering system.

- When the answering system is turned on:
  - The answer on indicator lights up.
  - The message counter displays the total number of messages (old and new).

Handset

1   **To turn on:**
    ⊞ (middle soft key) # 3 2 7
    To turn off:
    ⊞ (middle soft key) # 3 2 8

2   **[✆⏻]**

Note:

- When the answering system is turned on, 📧 is displayed next to the battery icon.

Call screening

While a caller is leaving a message, you can listen to the call through the handset's speaker. To adjust the speaker volume, press **[▲]** or **[▼]** repeatedly. You can answer the call by pressing **[✆]** on the handset. Call screening can be set for each handset. The default setting is **"On"**.

1   ⊞ (middle soft key) # 3 1 0

2   **[♦]**: Select the desired setting. → **OK** → **[✆⏻]**

Greeting message

When the unit answers a call, a greeting message is played to callers.
You can use either:
– your own greeting message
– a pre-recorded greeting message

Answering System

Recording your greeting message

1 ▦ (middle soft key) #302
2 [♦]: **"Yes"** → **OK**
3 After a beep sounds, hold the handset about 20 cm away and speak clearly into the microphone (2 minutes and 30 seconds max.).
4 Press ■ to stop recording.
5 [☎⏻]

Using a pre-recorded greeting message

The unit provides 2 pre-recorded greeting messages:
– If you erase or do not record your own greeting message, the unit plays a pre-recorded greeting asking callers to leave a message.
– If the message recording time (page 50) is set to **"Greeting Only"**, callers' messages are not recorded and the unit plays a different pre-recorded greeting message asking callers to call again.

Resetting to a pre-recorded greeting message

If you want to use a pre-recorded greeting message once you record your own greeting message, you need to erase your own greeting message.
1 ▦ (middle soft key) #304
2 **OK** → [☎⏻]

Playing back the greeting message

1 ▦ (middle soft key) #303
2 [☎⏻]

Listening to messages using the base unit

When new messages have been recorded, [▶] on the base unit flashes.
Press [▶].
● If new messages have been recorded, the base unit plays back new messages.
● If there are no new messages, the base unit plays back all messages.

Operating the answering system during playback

Key	Operation
[+] or [−]	Adjust the speaker volume
[I◄◄]	Repeat message*1
[►►I]	Skip message
[■]	Stop playback
[✕]	Erase currently playing message

*1 If pressed within the first 5 seconds of a message, the previous message is played.

Erasing all messages

Press [✕] 2 times while the unit is not in use.

Listening to messages using the handset

When new messages have been recorded, ▭ is displayed on the handset with the total number of new messages.
1 **To listen to new messages:**
   ▦ (middle soft key) #3233
   To listen to all messages:
   ▦ (middle soft key) #3234
2 When finished, press [☎⏻].
Note:
● To switch to the receiver, press [☎].

Listening to messages from the message list

You can select the item to play back.

1 ⊞ (middle soft key) #️⃣3️⃣2️⃣9️⃣

2 **[♦]**: Select the desired item from the message list. → ▶
   ● You can erase the selected message as follows:
   ❌ → **[♦]**: **"Yes"** → **OK**

3 When finished, press **[📞⏻]**.

Note:
● If the item has already been heard, "✓" is displayed, even if it was heard using another handset.
● **"Message"** is displayed in the message list for any recorded conversations or if the unit cannot receive caller information.

Operating the answering system

⊞ (middle soft key) → 📟 → **OK**

Key	Operation
[▲] or **[▼]**	Adjust the receiver or speaker volume (during playback)
1️⃣ or **[◄]**	Repeat message (during playback)*1
2️⃣ or **[►]**	Skip message (during playback)*2
3️⃣	Enter the **"Settings"** menu
4️⃣	Play new messages
5️⃣	Play all messages
6️⃣	Play greeting message
7️⃣6️⃣	Record greeting message
8️⃣	Turn answering system on
⊞	Pause message*3
9️⃣ or ⬛	Stop recording Stop playback
0️⃣	Turn answering system off

Key	Operation
✳️4️⃣*4	Erase currently playing message
✳️5️⃣	Erase all messages
✳️6️⃣	Reset to a pre-recorded greeting message

*1 If pressed within the first 5 seconds of a message, the previous message is played except when playing back from the message list.
*2 When you play a message from the message list, the unit stops message playback and the display goes back to the message list.
*3 To resume playback:
   [♦]: **"Play"** → **OK**
*4 You can also erase as follows:
   ❌ → **[♦]**: **"Yes"** → **OK**

Calling back (Caller ID subscribers only)

If caller information is received for the call, you can call the caller back while listening to a message.

1 Press ⊞ during playback.

2 **[♦]**: **"Call Back"** → **OK**

Editing the number before calling back

1 Press ⊞ during playback.

2 **[♦]**: **"Edit & Call"** → **OK**

3 Edit the number. → **[📞]**

Erasing all messages

1 ⊞ (middle soft key) #️⃣3️⃣2️⃣5️⃣

2 **[♦]**: **"Yes"** → **OK** → **[📞⏻]**

Remote operation

Using a touch-tone phone, you can call your phone number from outside and access the unit to listen to messages or change

**Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333**

answering system settings. The unit's voice guidance prompts you to press certain dial keys to perform different operations.

Remote access code

A 3-digit remote access code must be entered when operating the answering system remotely. This code prevents unauthorised parties from listening to your messages remotely.

Important:

- In order to operate the answering system remotely, you must first set a remote access code.

1   ⊞ (middle soft key) #306

2   To turn on remote operation, enter the desired 3-digit remote access code.

3   OK → [✆⏻]

Deactivating remote operation

Press ⁎ in step 2 on "Remote access code" page 49.

- The entered remote access code is deleted.

Using the answering system remotely

1   Dial your phone number from a touch-tone phone.

2   After the greeting message starts, enter your remote access code.

3   Follow the voice guidance prompts as necessary or control the unit using remote commands (page 49).

**4**   When finished, hang up.

Voice guidance

During remote operation, the unit's voice guidance starts and prompts you to press 1 to perform a specific operation, or press 2 to listen to more available operations.

Note:

- If you do not press any dial keys within 10 seconds after a voice guidance prompt, the unit disconnects your call.

Remote commands

You can press dial keys to access certain answering system functions without waiting for the voice guidance to prompt you.

Key	Operation
1	Repeat message (during playback)[*1]
2	Skip message (during playback)
4	Play new messages
5	Play all messages
6	Play greeting message
7	Record greeting message
9	Stop recording Stop playback
0	Turn answering system off
⁎4	Erase currently playing message
⁎5	Erase all messages
⁎6	Reset to a pre-recorded greeting message (during greeting message playback)
⁎#	End remote operation (or hang up)

*1   If pressed within the first 5 seconds of a message, the previous message is played.

Turning on the answering system remotely

If the answering system is off, you can turn it on remotely.

1   Dial your phone number from a touch-tone phone.

2   Let the phone ring 20 times.
- A long beep is heard.

---

3 Enter your remote access code within 10 seconds after the long beep.
   ● The greeting message is played back.
   ● You can either hang up, or enter your remote access code again and begin remote operation (page 48).

Answering system settings

Number of rings before the unit answers a call

You can change the number of times the phone rings **"Number of Rings"** before the unit answers a call. You can select 2 to 9 rings, or **"Auto"**.
The default setting is **"8 Rings"**.
"Auto": The unit's answering system answers at the end of the 5th ring when new messages have been recorded, or at the end of the 8th ring when there are no new messages. If you call your phone from outside to listen to new messages (page 49), you know that there are no new messages when the phone rings for the 6th time. You can then hang up without being charged for the call.

1 🔲 (middle soft key) #211

2 [♦]: Select the desired setting. → **OK** → [✆⏻]

For voice mail service subscribers

To receive voice mail and use answering system properly, please note the following:
● To use the voice mail service (page 51) provided by your service provider/telephone company rather than the unit's answering system, turn off the answering system (page 46).
● To use this unit's answering system rather than the voice mail service provided by your service provider/telephone company, please contact your service provider/telephone company to deactivate your voice mail service.
   If your service provider/telephone company cannot do this:

   – Set this unit's **"Number of Rings"** setting so that this unit's answering system answers calls before the voice mail service of your service provider/telephone company does. It is necessary to check the number of rings required to activate the voice mail service provided by your service provider/telephone company before changing this setting.
   – Change the number of rings of the voice mail service so that the answering system can answer the call first. To do so, contact your service provider/telephone company.

Caller's recording time

You can change the maximum message recording time allowed for each caller. The default setting is **"3 Minutes"**.

1 🔲 (middle soft key) #305

2 [♦]: Select the desired setting. → **OK** → [✆⏻]

Selecting "Greeting Only"

You can select **"Greeting Only"** which sets the unit to announce a greeting message to callers but not record messages.
Select **"Greeting Only"** in step 2 on "Caller's recording time" page 50.
Note:
● When you select **"Greeting Only"**:
   – If you do not record your own message, the unit will play the pre-recorded greeting-only message asking callers to call again later.
   – If you use your own message, record the greeting-only message asking callers to call again later (page 47).

---

50   **Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333**

Voice mail service

Voice mail is an automatic answering service offered by your service provider/telephone company. After you subscribe to this service, your service provider/telephone company's voice mail system answers calls for you when you are unavailable to answer the phone or when your line is busy. Messages are recorded by your service provider/telephone company, not your telephone.

When you have new messages, ✉ is displayed on the handset if message indication service is available. Please contact your service provider/telephone company for details of this service.

Important:

- If ✉ still remains on the display even after you have listened to new messages, turn it off by pressing and holding ☐ for 2 seconds.
- To use the voice mail service provided by your service provider/telephone company rather than the unit's answering system, turn off the answering system (page 46). For details, see page 50.

Intercom

Intercom calls can be made between handsets in the same radio cell.

Note:
- When paging the handset, the paged handset beeps for 1 minute.
- If you receive an outside call while talking on the intercom, you hear 2 tones. To answer the call, press **[✆⏻]**, then press **[➙]**.

Making an intercom call

1. 🔡 (middle soft key) → 🔊
2. **[⬍]**: Select the desired unit. → **OK**
   - To stop paging, press **[✆⏻]**.
3. When you finish talking, press **[✆⏻]**.

Answering an intercom call

1. Press **[➙]** to answer the page.
2. When you finish talking, press **[✆⏻]**.

Turning auto intercom on/off

This feature allows the handset to answer intercom calls automatically when it is called. You do not need to press **[➙]**. When this feature is set to **"On"**, the monitoring handset for the baby monitor feature (page 36) will also answer baby monitor calls automatically. The default setting is **"Off"**.

1. 🔡 (middle soft key) #273
2. **[⬍]**: Select the desired setting. → **OK** → **[✆⏻]**

Handset locator

You can locate a misplaced handset by paging it.

1. **Base unit:** Press **[•))]**.
   - All registered handsets beep for 1 minute.

2. To stop paging:
   Base unit: Press **[•))]**.
   Handset: Press **[✆⏻]**.

Transferring calls, conference calls

Outside calls can be transferred between 2 handsets in the same radio cell.
2 handsets in the same radio cell can have a conference call with an outside party.

1. During an outside call, press 🔊 to put the call on hold.
2. **[⬍]**: Select the desired unit. → **OK**
3. Wait for the paged party to answer.
   - If the paged party does not answer, press ↩ to return to the outside call.
4. **To complete the transfer:**
   Press **[✆⏻]**.
   - The outside call is being routed to the destination unit.
   To establish a conference call:
   🔡 → **[⬍]**: **"Conference"** → **OK**
   - To leave the conference, press **[✆⏻]**. The other 2 parties can continue the conversation.
   - To put the outside call on hold: 🔡 → **[⬍]**: **"Hold"** → **OK**
     To resume the conference: 🔡 → **[⬍]**: **"Conference"** → **OK**

Note:
- If you want to return to the outside call after the paged party answers, press ✖.

Answering a transferred call

Press **[➙]** to answer the page.

Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333

Character entry

The dial keys are used to enter characters and numbers. Each dial key has multiple characters assigned to it. The characters that can be entered depend on the character entry mode (page 53).
– Press **[◄]** or **[►]** to move the cursor left or right.
– Press dial keys to enter characters and numbers.
– Press **C** to erase the character or number highlighted by the cursor. Press and hold **C** to erase all characters or numbers.
– Press **✳** (A→a) to switch between uppercase and lowercase.
– To enter another character located on the same dial key, press **[►]** to move the cursor to the next space, then press the appropriate dial key.
– If you do not press any dial key within 5 seconds after entering a character, the character is fixed and the cursor moves to the next space.

Character entry modes

The available character entry modes are Alphabet (ABC), Numeric (0-9), Greek (ΑΒΓ), Extended 1 (ĄÄÅ), Extended 2 (ŞŚŠ), and Cyrillic (АБВ). For SMS messages, Alphabet (ABC), Numeric (0-9), Greek (ΑΒΓ), and Extended 1 (ĄÄÄ) modes are available. When in these entry modes except Numeric, you can select which character is entered by pressing a dial key repeatedly.

When the unit displays the character entry screen:
1/A/? → **[♦]**: Select a character entry mode. → **OK**

Note:
● ⎵ in the following tables represents a single space.
● The dial keys with *1, *2, and *3 in the following tables have different character assignment for SMS. See the footnotes with *1, *2, and *3.

Alphabet character table (ABC)

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

Numeric entry table (0-9)

0	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**#**
0	1	2	3	4	5	6	7	8	9	#

Greek character table (ΑΒΓ)

0	1 *1	2	3	4	5	6	7	8	9	#
␣ 0	& ' ( ) ✱ , - . / 1	A B Γ 2	Δ E Z 3	H Θ I 4	K Λ M 5	N Ξ O 6	Π P Σ 7	T Y Φ 8	X Ψ Ω 9	#

Extended 1 character table (ΑÄÅ)

0	1 *1	2	3	4 *2	5	6	7	8	9 *3	#
␣ 0	& ' ( ) ✱ , - . / 1	A À Á Â Ã Ä Å Æ B C Ç 2	D E È É Ê Ë Ě F 3	G Ğ H I Ì Í Î Ï Ĩ I Ǐ 4	J K L 5	M N Ñ O Ò Ó Ô Õ Ö ø 6	P Q R S Ş ß 7	T U Ù Ú Û Ü Ŭ V 8	W Ŵ X Y ŷ Z 9	#
		a à á â ã ä å æ b c ç 2	d e è é ê ë ě f 3	g ğ h i ì í î ï ĩ ı ǐ 4	j k l 5	m n ñ o ò ó ô õ ö ø 6	p q r s ş ß 7	t u ù ú û ü ŭ v 8	w Ŵ x y ŷ z 9	

- The following are used for both uppercase and lowercase: ø Ŵ ŷ

Extended 2 character table (ŞŚŠ) (Not available for SMS)

0	1	2	3	4	5	6	7	8	9	#
␣ 0	& ' ( ) ✱ , - . / 1	A Á Ä Ą B C Ć Č 2	D Ď E É Ę Ě F 3	G H I Í 4	J K L Ł Ĺ Ľ 5	M N Ń Ň O Ó Ö Ő 6	P Q R Ŕ Ř S Ś Š 7	T Ť U Ú Ü Ű ů V 8	W X Y Ý Ÿ Z Ź Ż Ž 9	#
		a á ä ą b c ć č 2	d ď e é ę ě f 3	g h i í 4	j k l ł ĺ ľ 5	m n ń ň o ó ö ő 6	p q r ŕ ř s ś š 7	t ť u ú ü ű ů v 8	w x y ý ÿ z ź ż ž 9	

- The following are used for both uppercase and lowercase:

  Ą Ć Č Ę Ł Ĺ Ľ Ń Ŕ Ś Š ů ÿ Ź Ż Ž

Cyrillic character table (АБВ) (Not available for SMS)

0	1	2	3	4	5	6	7	8	9	#
␣ 0 Ґ Є Ї І ў	& ' ( ) ✱ , - . / 1	А Б В Г 2	Д Е Ж З 3	И Й К Л 4	М Н О П 5	Р С Т У 6	Ф Х Ц Ч 7	Ш Щ Ъ Ы 8	Ь Э Ю Я 9	#

Helpline Tel. No.: U.K. 0844 844 3899 Ireland 01289 8333

TG8561E(en-en)_0420_ver101.pdf   54   2012/04/20   14:29:13

*1

1
. @ / : ; ✱ # + - 1 " ' , ! ¡ ? ¿ _ € £ $ ¥ ( ) [ ] { } & % \ ^ ~ | < > = ¤ §

*2

4
G Ğ H I Ì Í Î Ï İ 4
g ğ h ı ì í î ï ī ı 4

*3

9
W X Y Z 9
w x y z 9

Error messages

Display message	Cause/solution

`Base no power`
or
`No link to base.`
`Reconnect main base`
`AC adaptor.`
	● The handset has lost communication with the base unit. Move closer to the base unit and try again.
	● Unplug the base unit's AC adaptor to reset the unit. Reconnect the adaptor and try again.
	● The handset's registration may have been cancelled. Re-register the handset (page 37).

`Check Phone Line`	● The supplied telephone line cord has not been connected yet or not connected properly. Check the connections (page 10).
`Error`	● Recording was too short. Try again.
`Failed`	● Phonebook copy failed (page 22). Confirm the other handset (the receiver) is in standby mode and try again.
`Incomplete`	● The receiver's phonebook memory is full. Erase the unwanted phonebook entries from the other handset (the receiver) and try again.
`Invalid Number`	● You tried to send an SMS message to a phone number saved in the phonebook, caller list, or redial list that is over 20 digits long.
`Memory Full`	● The phonebook memory is full. Erase unwanted entries (page 22). ● Message memory is full. Erase unwanted messages (page 47, 48). ● The call barred list memory is full. Erase unwanted entries (page 33). ● The schedule alarm memory is full. Erase unwanted entries (page 34). ● The maximum number of base units (4) is already registered to the handset. Cancel unused base unit registrations from the handset (page 37).
`Use rechargeable` `battery.`	● A wrong type of battery such as Alkaline or Manganese was inserted. Use only the rechargeable Ni-MH batteries noted on page 4, 7.

`You must first`
`subscribe to Caller`
`ID.`
	● You must subscribe to a Caller ID service. Once you receive caller information after subscribing to a Caller ID service, this message will not be displayed.

TG8561E(en-en)_0420_ver101.pdf   56   2012/04/20   14:29:13

Troubleshooting

If you still have difficulties after following the instructions in this section, disconnect the base unit's AC adaptor and turn off the handset, then reconnect the base unit's AC adaptor and turn on the handset.

General use

Problem	Cause/solution
The handset does not turn on even after installing charged batteries.	● Place the handset on the base unit or charger to turn on the handset.
The unit does not work.	● Make sure the batteries are installed correctly (page 10). ● Fully charge the batteries (page 11). ● Check the connections (page 10). ● Unplug the base unit's AC adaptor to reset the unit and turn off the handset. Reconnect the adaptor, turn on the handset and try again. ● The handset has not been registered to the base unit. Register the handset (page 37).
The handset display is blank or dark.	● The handset is in screen saver mode (page 15). Activate the handset display again by: – pressing **[◄]** or **[►]** when on a call. – pressing **[✆⏻]** at all other times. ● **"LCD in charging"** is set to **"Off"** while on charge. Change the setting (page 29). ● The handset is not turned on. Turn the power on (page 15).
I cannot hear a dial tone.	● Make sure that you are using the supplied telephone line cord. Your old telephone line cord may have a different wiring configuration. ● The base unit's AC adaptor or telephone line cord is not connected. Check the connections. ● Disconnect the base unit from the telephone line and connect the line to a known working telephone. If the working telephone operates properly, contact our service personnel to have the unit repaired. If the working telephone does not operate properly, contact your service provider/telephone company.

Programmable settings

Problem	Cause/solution
The display is in a language I cannot read.	● Change the display language (page 15).
I cannot activate the eco mode.	● You cannot set eco mode when you set the repeater mode **"On"**. If required, set the repeater mode to **"Off"** (page 38).

TG8561E(en-en)_0420_ver101.pdf   57   2012/04/20   14:29:13

Problem	Cause/solution
I cannot register a handset to a base unit.	• The maximum number of base units (4) is already registered to the handset. Cancel unused base unit registrations from the handset (page 37). • The maximum number of handsets (6) is already registered to the base unit. Cancel unused handset registrations from the base unit (page 37). • You entered the wrong PIN. If you forget your PIN, see "I cannot remember the PIN." (page 58).
I cannot remember the PIN.	• Change the PIN using the following method. **1** ▦ (middle soft key) #132 **2** *7000 **3** Enter the new 4-digit base unit PIN. → **OK** → 【✆⏻】

Battery recharge

Problem	Cause/solution
The handset beeps and/or ▭ flashes.	• Battery charge is low. Fully charge the batteries (page 11).
I fully charged the batteries, but – ▭ still flashes or – the operating time seems to be shorter.	• Clean the battery ends (⊕, ⊖) and the charge contacts with a dry cloth and charge again. • It is time to replace the batteries (page 10).

Making/answering calls, intercom

Problem	Cause/solution
⨯ is displayed.	• The handset is too far from the base unit. Move closer. • The base unit's AC adaptor is not properly connected. Reconnect AC adaptor to the base unit. • The handset is not registered to the base unit. Register it (page 37). • Activating one touch eco mode reduces the range of the base unit in standby mode. If required, turn eco mode off (page 15).
Noise is heard, sound cuts in and out.	• You are using the handset or base unit in an area with high electrical interference. Re-position the base unit and use the handset away from sources of interference. • Move closer to the base unit. • If you use a DSL/ADSL service, we recommend connecting a DSL/ADSL filter between the base unit and the telephone line jack. Contact your DSL/ADSL provider for details.
Sound quality seems to be getting worse.	• You have registered a handset that is not recommended (page 4). The clearest sound quality is only possible by registering the recommended handset.

Problem	Cause/solution
The handset does not ring.	• The ringer volume is turned off. Adjust ringer volume (page 18). • Night mode is turned on. Turn it off (page 31).
The base unit does not ring.	• The ringer volume is turned off. Adjust ringer volume (page 28).
I cannot make a call.	• You dialled a call restricted number (page 33). • The key lock feature is turned on. Turn it off (page 19).

Caller ID/Talking Caller ID

Problem	Cause/solution
Caller information is not displayed.	• You must subscribe to a Caller ID service. Contact your service provider/telephone company for details. • If your unit is connected to any additional telephone equipment, remove and plug the unit directly into the wall jack. • If you use a DSL/ADSL service, we recommend connecting a DSL/ADSL filter between the base unit and the telephone line jack. Contact your DSL/ADSL provider for details. • Other telephone equipment may be interfering with this unit. Disconnect the other equipment and try again.
Caller information is displayed or announced late.	• Depending on your service provider/telephone company, the unit may display or announce the caller's information at the 2nd ring or later. Set the first ring to **"Off"** (page 28). • Move closer to the base unit.
Caller information is not announced.	• To use the Talking Caller ID feature, store the name and phone number in the shared phonebook (page 20). • The handset or base unit's ringer volume is turned off. Adjust it (page 18, 28). • The Talking Caller ID feature is turned off. Turn it on (page 28). • Depending on the number of rings setting, the answering system may answer calls before announcing the caller information. Select a different setting (page 50).
The announcement is different from the displayed name.	• If the same phone number has been stored in the shared phonebook and personal phonebook separately with different names, the personal phonebook name is displayed and shared phonebook name is announced. Enter the same name in the shared phonebook and the personal phonebook if you want to unify the two.
Time on the unit has shifted.	• Incorrect time information from incoming Caller ID changes the time. Set the time adjustment to **"Manual"** (off) (page 27).

SMS (Short Message Service)

Problem	Cause/solution
The SMS message centre number is logged in the caller list and the message is not received.	● Someone tried to send you a message while SMS is turned off. Turn it on (page 42).
I cannot send or receive SMS messages.	● You have not subscribed to the appropriate service. Contact your service provider/telephone company. ● The SMS message centre number(s) are not stored or are incorrect. Store the correct numbers (page 42). ● Message transmission was interrupted. Wait until the message has been sent before using other telephone functions. ● If you use a DSL/ADSL service, we recommend connecting a DSL/ADSL filter between the base unit and the telephone line jack. Contact your DSL/ADSL provider for details.
"FD" is displayed.	● The unit could not connect to the SMS message centre. Confirm that the correct SMS message centre numbers are stored. Confirm that SMS is turned on (page 42).
"FE" is displayed.	● An error occurred while sending the message. Try again.
"E0" is displayed.	● Your phone number is permanently withheld or you have not subscribed to the appropriate service. Contact your service provider/telephone company.

Answering system

| Problem	Cause/solution
The unit does not record new messages.	● The answering system is turned off. Turn it on (page 46). ● The message memory is full. Erase unwanted messages (page 47). ● The recording time is set to **"Greeting Only"**. Change the setting (page 50). ● If you subscribe to a voice mail service, messages are recorded by your service provider/telephone company, not your telephone. Change the unit's number of rings setting or contact your service provider/telephone company (page 50).
I cannot operate the answering system remotely.	● The remote access code is not set. Set the remote access code (page 49). ● You are entering the wrong remote access code. If you have forgotten your remote access code, enter the remote access code setting to check your current code (page 49). ● The answering system is turned off. Turn it on (page 49).

Liquid damage

Problem	Cause/solution
Liquid or other form of moisture has entered the handset/base unit.	• Disconnect the AC adaptor and telephone line cord from the base unit. Remove the batteries from the handset and leave to dry for at least 3 days. After the handset/base unit are completely dry, reconnect the AC adaptor and telephone line cord. Insert the batteries and charge fully before use. If the unit does not work properly, contact an authorised service centre.

Caution:

• To avoid permanent damage, do not use a microwave oven to speed up the drying process.

Belt clip

■ **To attach**   ■ **To remove**
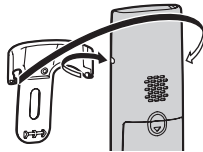
Conditions of guarantee

This guarantee is in addition to and does not in any way affect any statutory or other rights of consumer purchasers. If within the applicable guarantee period, the product proves to be defective by reason of faulty design, workmanship or materials, we undertake subject to the following conditions to have the defective product (or any part or parts there of) repaired or replaced free of charge.

1. The product shall have been purchased and used solely within either the U.K. or Ireland and in accordance with standard operating instructions and the technical and/or Safety Standards required in the U.K.
2. On being found defective, please consult with the retailer from where it was purchased for assistance.
3. This guarantee shall not apply to damage caused through fire, accident, lightning, misuse, wear and tear, neglect, incorrect adjustment or repair, to damage caused through installation, adaption, modification or use in an improper manner or inconsistent with the technical and/or safety standards required in the country where this product is used, or to damage occurred during transit to or from the purchaser.
4. If at any time during the guarantee period any part or parts of the product are replaced with a part or parts not supplied or approved by us or of an objective quality safe and suitable for the product, or the product has been dismantled or repaired by any person not authorised by us, we shall have the right to terminate this guarantee in whole or in part immediately without further notice.
5. The purchaser's sole and exclusive remedy under this guarantee against us is for the repair or replacement of the product or any defective part or parts and no other remedy, including, but not limited to, incidental or consequential damage or loss of whatsoever nature shall be available to the purchaser.
6. This guarantee shall not apply to batteries and any other items of limited natural life.
7. Our decision on all matters relating to complaints shall be final. Any product or defective part which has been replaced shall become our property.
8. The guarantee period applicable to this product shall be 12 months.

Please keep these operating instructions with your receipt.

Panasonic U.K. a branch of Panasonic Marketing Europe GmbH

Receipt No.	Date of purchase
Model No.	Serial No.

Index

63

IMPORTANT!

If your product is not working properly. . .

① **Reconnect AC adaptor to the base unit.**
② **Check if telephone line cord is connected.**
③ **Use rechargeable Ni-MH batteries.**
   (Alkaline/Manganese/Ni-Cd batteries CANNOT be used.)
④ Read **troubleshooting** page in the **Operating Instructions**.

If you still have any problems, please call the Panasonic DECT Helpline

0844 844 3899 (U.K.)

01289 8333 (Ireland)

or contact us through our website:
www.panasonic.co.uk

Buy online via our eShop: **http://shop.panasonic.eu**

CE0470

TG8561E

PNQX5202YA TT0312KM1042 (D)