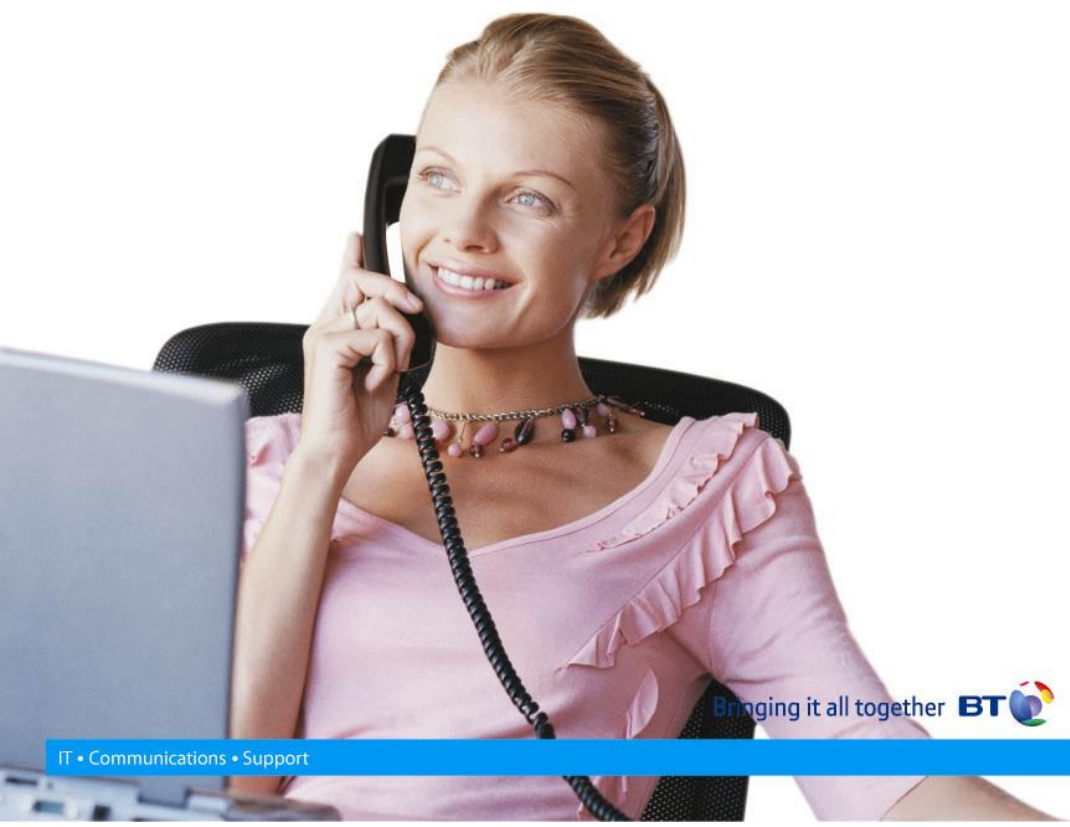


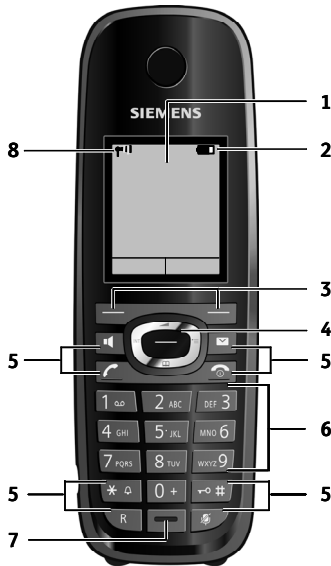
BT Quantum

Quick Reference Guide BT Q DECT



Bringing it all together **BT** 

BT Q DECT Phone



1	Display
2	Battery charge status
3	Display Keys
4	Control Key
5	Feature Keys
6	Dialpad
7	Microphone
8	Signal strength





Display: Viewing area for using features and identifying callers.

Battery charge status: Dark fill indicates charge level. Flashes red when almost empty.

Display Keys: Vary their function. Bottom line of display shows current function.

Control Key: Open main menu. Directory. Scroll: press outer ring of key to navigate right/left, up/down.

Feature Keys: Provide quick access to commonly used features.

Key	Feature
 End Call On/Off	End call. Cancel. Go back one menu level (press briefly). Go back to idle status (press and hold). Activate/deactivate handset (press and hold in idle status).
# Hash	Dialpad lock On/Off (press and hold in idle status). Toggles between upper/lower case and digits.
 Mute	Press to temporarily turn off microphone during a call.
R Recall	Used with Feature Codes. (See Feature Code table)
* Star	Ringtone On/Off (press and hold) with open connection.
 Call	Answer call. Start dialing. Open Redial List. Flashes to indicate incoming call.
 Hands-free	Press to activate Hands-free mode (speakerphone).

Dialpad: Use to dial phone numbers, enter feature codes, and enter characters when using features that require text input.

Signal strength: Displays reception signal between base and handset. Flashes if no signal.

Using your BT Q DECT Phone

Placing Emergency Calls

Select a line or dial **9**

Dial emergency number: **999** or **112**

Changing Ringtone

Press **Control** key

Select **Audio Settings** (Music note) on Display

Scroll right/left to set volume/melody

Press **Save** on Display.

Changing Colour scheme

Press **Control** key

Select **Settings** (spanner) on Display

Select **Display**, then **Colour Schemes**

Select **Colour Scheme 1** or **2**

Press **OK** on Display.

Answering Calls

If the phone is on the charger – lift the phone

If the phone is not in the charger -

Press **Call** to use the handset, or

Press **Hands-free** to answer a call with a headset, or in Hands-free mode.

Placing Internal Calls

Dial extension number.

Press **Call** or Press **Hands-free**

Placing External Calls

Dial Outgoing Call access code (9 by default)

Dial the number.

Press **Call** or Press **Hands-free**

Redialling Numbers

Press **Call** or Press **Hands-free**

Select the number from the list

Using Do-Not-Disturb

To activate or cancel: Dial **736**

When ON, callers receive busy signal.

Transferring Calls to Extensions

While on a call

Press **Recall**

Dial extension number, or

Dial Outgoing Call access code (9 by default) and external number.

Wait for answer, announce call, and

Press **Cancel**. If no answer, Press **Recall** to return to call.

Or

Press **Cancel** to transfer call and disconnect call from your phone.

Diverting Calls

Dial **732** to Divert all Calls.

To divert internally, dial extension

Or

To divert externally, dial Outgoing Call access code (9 by default) and external number.

Dial **732** to cancel Divert all Calls.

See table for other Divert Codes.

Placing Conference Calls

When on the first call

Press **Recall**

Dial extension to include, or

Dial external number

When called party answers

Press **Recall** and Dial **3**.

Personal Speed Dial

Storing Speed Dial Numbers

Dial **75**

Select location for number (01 – 50)

Enter number followed by #

Enter name followed by #

Press **Call** or Press **Hands-free**

Press **Cancel** to hang up phone.

Calling Speed Dial Numbers

Dial **74**

Dial location of number (01 – 50)

Lift handset or Press **Hands-free**  to dial number.

FMC (Fixed Mobile Convergence)

Mobile Ringing with FMC

To turn On/Off simultaneous ringing of extension and mobile phones:

Dial **790**

Note: extension number must first be associated with mobile number through system programming.

Call Toggling with FMC

When Mobile Ringing is enabled:

If call answered on extension phone

Press **Recall** and Dial **788** to toggle to mobile phone.

If call answered on mobile phone

Dial **787** to toggle to extension.

Playing and Recording Voicemail Messages

Extensions must be set up with a Voice Mailbox before using Voicemail.

Press *.

Dial extension, password and #
Follow prompts as described in following table.

While listening to the Greeting

Dial	
1	Begin playback at first message.
01	Change outgoing greeting.
05	Change Voicemail Password.

After message playback begins

Dial	
0	Pause Playback.
4	Go back to previous message.
5	Go back to start of message.
6	Play the next message.
7	Erase the message
8	Forward message to another extension.
*	Go back 10 seconds.
#	Go forward 10 seconds.
32	Return Call. Automatically make a call to caller who left the message. . Dial the code after the message is finished. (Not applicable with remote mailbox access)

For more information about using phone features and programming feature keys, refer to your System Administrator for copies of the *BT Quantum User Guide* and *BT Quantum Administration Guide*.

Commonly Used Feature Codes Note: R = Recall

Account Codes	796
Answering Machine On/Off	737
Call Pick-up (incoming only)	726 XX
Call toggle: FMC. Retrieve call	787
Call toggle: FMC. Send call	R788
CLIR activation	724
Conference	R3
Divert All	732XXX#
Divert on Busy	733XXX#
Divert on No Answer	734XXX#
Do Not Disturb: set/cancel	736
Door Open	731
Extension Groups 1-10	180-189
Extension Groups 11-20	190-199
Extension Group 11	0
Extension Lock: change code	714XXXXYY
Extension Lock: lock/unlock	713 XXX
Extension numbering (default)	201-248
External Call Hold	R
External Call Hold: Retrieve	719
Follow Me (+ personal code)	735
Forward Recall	R728
Group Divert All Calls	792(180-199)XXX#
Group Divert on Busy	793(180-199)XXX#
Group Divert on No Answer	794(180-199)XXX#


Log In to all Groups	723*1
Log out all groups	7231*0
Line Access - Group 1	9
Line Access Groups 2-11	760-769
Night Service (Ext. 201 only)	738
PA: External Paging Answer	717
PA announcement	720
Page All Featurephones	716
Page: Voice Call	715
Mobile Ringing On/Off	790
Mobile Ringing On/Off times (+ HHMMHHMM)	791
Mobile Ringing Weekend Svc.	795
Park Calls	R722(1-5)
Pick up parked call	712 (1-5)
Redial	77
Reminder Call	718HHMM
Reminder Call Cancel	718*
Reset telephone	739
Return and Hold in 2-Call handling	R2
Return and Release in 2-Call handling	R1
Ring Back	R5
Speed Dial Access (Personal)	7401-7450
Speed Dial Programme (Pers)	7501-7550
System Speed Dial Access	4001-4999
Voicemail	*

Safety Instructions and Precautions

Before using your telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury, including the following:

- Read and follow all warnings and instructions marked on the product.
- Do not allow the handset to come into contact with liquids or moisture.
- Do not place this product on an unstable table. The product may fall and be damaged.
- This product should never be placed near or over a radiator or heat register.
- This product should only be operated from the type of power source indicated on the label.
- Do not allow anything to rest on the power cord. Do not put this product where the cord will be abused by persons walking on it.
- Do not overload wall outlets and extension cords as this can result in the risk of fire or electric shock.

- Avoid using a telephone during an electrical storm. There may be a remote risk of electric shock from lightning.
- Do not allow the charging contacts or the battery to come into contact with conductive materials.
- Do not use the handset in an explosive hazard area such as where there is gas leaking.
- Because the phone works by sending radio signals between the base unit and the handset, wearers of hearing aids may experience interference in the form of a humming noise.
- We advise that this phone should not be used near intensive care medical equipment or by persons with pacemakers.
- Your phone can interfere with electrical equipment such as answering machines, TV and radio sets, clock radios and computers if placed too close. It is recommended that you position the BT Q DECT phone at least one meter from such appliance.

	<p>Use only the mains adapter supplied with this telephone. Incorrect adapter polarity or voltage can seriously damage the telephone. Input: 220 VAC 60 Hz Output: 9 VDC 150 mA</p>
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Batteries: There is a risk of Explosion if the battery is replaced by an incorrect type. Never use non-rechargeable batteries. Use two rechargeable NiMH batteries size AAA 1.2V 750mAH (HR10/44) only. NiMH batteries must be disposed of in accordance with the applicable waste disposal regulations.

Maintenance and Repair: There are no user serviceable parts inside the phones. For repairs, return the phone to BT.

These notices may appear on the product or in the technical documentation:

DANGER	Danger indicates an imminently hazardous situation which, if not avoided, will result in death or serious injury.
WARNING	Warning indicates a potentially hazardous situation which, if not avoided, could result in death or serious injury.
CAUTION	Caution indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injury and/or damage to the equipment or property.

This symbol may appear on the product:

	<p>The exclamation point within an equilateral triangle indicates that important operating and maintenance (servicing) instructions are included in the literature accompanying the product.</p>
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The CE marking on this equipment indicates compliance with the following:
This device confirms to Directive 1999/5/EC on Radio Equipment and Telecommunications Terminal equipment as adopted by the European Parliament



The telecommunications services described in this publication are subject to availability and may be modified from time to time. Services and equipment are provided subject to British Telecommunications plc's respective standard conditions of contract.

Nothing in this publication forms any part of any contract.

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Registered Office: 81 Newgate Street, London EC1A 7AJ.
Registered in England No: 1800000.

Printed in China.

Part No. LR2770.31000 BT Q DECT Quick Reference Guide Rev4
Printed on paper which meets international environmental standards