SmarTalk
User Guide

the quickest way to get the most out of your new SmarTalk phone

dba

THE SMARTALK COMPANY

You can start fast with...

Using the speakerphone: press ▷, then press number buttons to enter the number and make a call without the handset.
Face the SmarTalk and speak in a normal voice.
Press ▷ to end the call. To switch from speakerphone to handset during a call, lift the handset.

Adjust volume during a call by pressing either **–** or **+**.
Press M to mute or 'unmute' your own voice.

Redialing: press **Dial** twice.

Putting a call on hold: press **Hold**. To get the call back, press the **Line** button on which the call is held.

If SmarTalk **rings and you can't answer**, you've probably pressed a button. Press **Cancel** several times, until nothing happens in the display. Then answer.

If SmarTalk asks for **Station Name Here**, ignore it until you get to "Entering Station Name" on page 12.

BUT before anything else, you need to know...

How the arrow buttons work

How Shift, primary, and secondary button functions work

How the Cancel button works

How the Select button works

How the Save button works

If you try to figure this out on your own, you'll be here all day. If you use the Guide it'll take half an hour.

So read on...

You need to know...

### How primary and secondary button functions work

Dial | Callers

Every SmarTalk button can have a primary and a secondary function. For example, on the **Dial** button, the secondary function is **Callers**.

To use the primary function, press the **Dial** button. To use the secondary function, press **Shift**, then **Callers**.

How the Shift button works

Whenever you press **Shift**, an up arrow appears at the lower right end of the display.
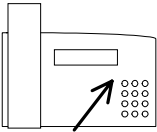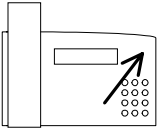
If you change your mind, press **Shift** again to cancel.

How the Save button works

You have to press **Shift** first, then press the **Save** button, to save entries or finish things.

How the Cancel button works

Press **Cancel** to exit from a menu or function. You can also press **Cancel** when you are entering names or numbers, to throw away changes instead of saving them. In fact, if you can't figure out what's going on, you can press **Cancel** to get you out of anything and start again.

How the Select button works

Press the **Select** button to choose the option, or to work with a displayed item or menu. When scrolling through lists of things, or looking through menu items, press **Select** to choose something. It's like clicking on something with a mouse button to *select* it.

How the ▲ ▼ ► ◄ buttons work

Use these buttons to select things, to scroll through lists, or to move the cursor in the display.

You'll also need to know this, but maybe later...

You'll also want to be able to...

If you read this now, you'll save time later...

A detailed Table of Contents is next.

An index is at the back of the Guide.

Enjoy!!

Contents

Introduction to SmarTalk

SmarTalk Explained

SmarTalk is a *smart* phone, flexible, and powerful. You can use SmarTalk in a group with other SmarTalks, or alone. You can set up speed-dialing, and a list of your most-often called telephone numbers.

Make calls with the handset, or hands-free with the speakerphone. With the speakerphone you can include others in the room in conference calls. Adjust the volume as you speak, and mute SmarTalk for privacy.

Built into SmarTalk are all sorts of functions, and if you want more custom-calling or Centrex services, you can order them from your local telephone company or service provider. Every button has two functions, many of which you can change to suit your own needs.

The SmarTalk display is easy to read, and tells you a great deal about what happens on your own SmarTalk while you're out, as well as what is going on in your group of SmarTalks.

Click on a button or in the display to find out more.

How SmarTalk Works

The illustration shows the basic grouping of SmarTalk buttons by function. Your SmarTalk may have different labels on some buttons.

speaker **line buttons** **station buttons** **message light**

speed dial buttons **control buttons** **mic** **number buttons**
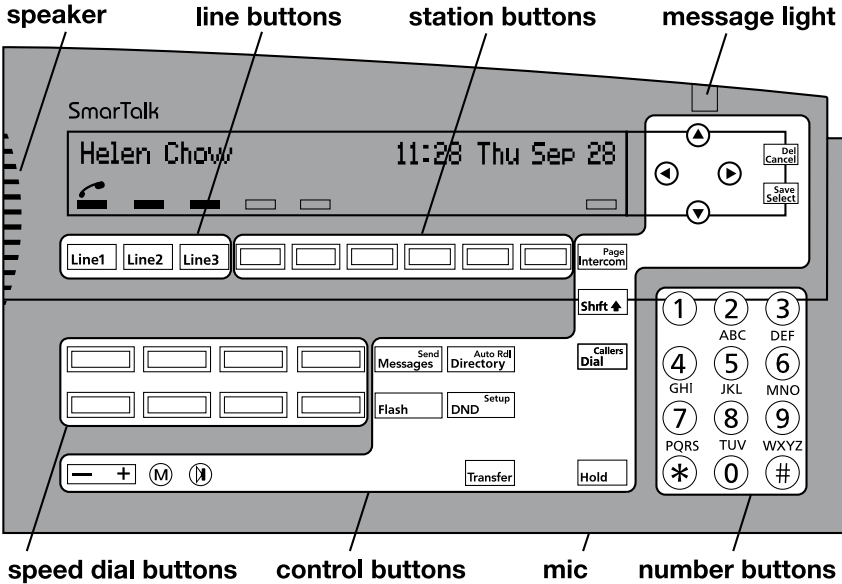
Press a **line button** to select an external line. SmarTalk has up to three lines.

Press a **station button** to dial a linked station or to select a station to transfer a call. Station buttons are only on SmarTalks in groups. They're linked only if there's a box in the display above them.

Press a **speed dial button** to dial a linked Directory item.

Press **number buttons** for numbers, letters, or special characters.

Press **control buttons** to operate many basic functions of SmarTalk.

A description of each button and button type is in the following pages.

How the Buttons Work

To use the primary function, press the button. To use the secondary function, press **Shift**, then when an up arrow appears in the display, press the button.

Button Functions

Line 1, Line 2, Line 3
Select an external line.

Station buttons Speed dial another station in the group, or select a station to transfer a call. There's a primary link if there's a box in the display above the button.

Intercom Select the intercom line.

Page Page all SmarTalk speakerphones in your group.

▲ ▼ ► ◄ Display more information, or move the cursor in the display.

Cancel Exit from a menu or function, or reject an editing change.

Del Delete single characters or list entries.

Select Select the displayed option.

Save Save entries or choices.

Shift Select the secondary function of a button by pressing this button first.

Speed Dial Speed dial a linked Directory item.

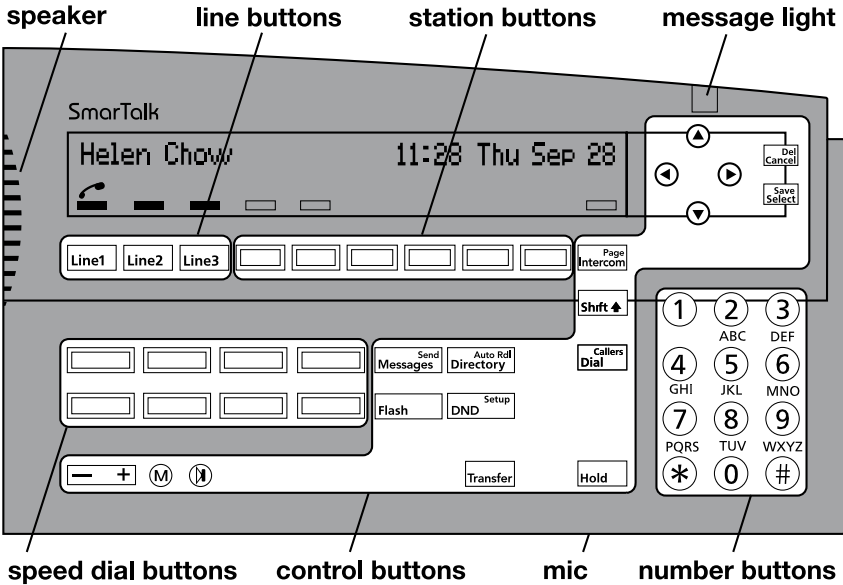**Messages** Display the message log.

Send Send a call-me message and turn on the message light at another station in your group.

Directory Display the Directory.

Auto Rdl Redial a busy number.

Dial Call a displayed number or display the Dialed list.

Callers Display the Callers list.

speaker   **line buttons**   **station buttons**   **message light**

SmarTalk

Helen Chow   11:28 Thu Sep 28

Line1 Line2 Line3   Page Intercom

Shift ▲

Send Messages   Auto Rdl Directory   Callers Dial

Flash   DND   Setup

Transfer   Hold

1	2 ABC	3 DEF
4 GHI	5 JKL	6 MNO
7 PQRS	8 TUV	9 WXYZ
*	0	#

Del Cancel
Save Select

speed dial buttons   **control buttons**   **mic**   **number buttons**

Flash	Signal that special instructions will follow. It is used to access some Centrex and custom-calling services.
DND	Turn the Do Not Disturb function on or off.
Setup	Display the setup menu.
Transfer	Put a call on hold to transfer it.
Hold	Put an outside call on hold.

Press sound control buttons to control sound on the speaker and handset.

– +	Adjust the volume of the handset, speakerphone, or ringer.
M	Mute. Turn the handset or speaker microphone on or off.
▷▌	Speakerphone. Turn on the speakerphone instead of the handset.

How the Display Works

The display shows text and icons to give information about the status of SmarTalk. The display is blank only if SmarTalk is not receiving power. The illustration shows an example of a SmarTalk that is powered, and in use.

Text can display name, number, time, date, length of call, prompts, and menu options.

If you have a long SmarTalk, the display looks like this:

line icon   assigned station button   battery icon   shift icon
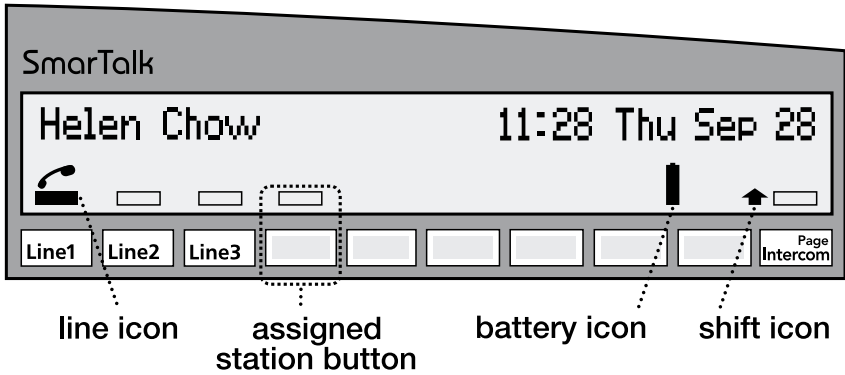
If you have a short SmarTalk, the display looks like this:

Icons

Icons show the status of lines, handset, speakerphone, batteries, and use of the **Shift** button.

Twenty seconds after a power failure, all flashing display icons, including battery icons, stop flashing.

Line and Station Status Icons

Icons for line status appear above the Line buttons. If your SmarTalk is in a group, icons for station, or intercom status appear directly above the buttons. They show the primary-function status only. Station and intercom information are not on a solo SmarTalk.

Line icons are always present in the display. If no icon appears above a line or Intercom button, the button function has not been assigned. If no icon appears above a station button, the button has not been linked. Please also see "Assigning Station Buttons" on page 15.

Icon	Line Status	Station Status	Intercom Status
⬜	Not in use	Not in use	Not in use
⬛	Busy		In use
☏	Handset in use	Handset in use	Handset in use
◁) ⬛	Speakerphone in use	Speakerphone in use	Speakerphone in use
◁) ⬛ flashing	Ringing	Ringing	Ringing
⬛ flashing	On hold		
✕ ⬛ X flashing	On exclusive hold		
✕ ⬜ X flashing		Do Not Disturb	

Battery Icons

Normal operation is when the SmarTalk is receiving power through the line cord. No battery icon appears when SmarTalk operates normally with good batteries.

Replace the NiCad batteries every five years.

Battery Icon		Normal Operation	During Power Failure
	outline flashing, inside flashing	Fast charging	
	outline on, inside on		Good
	outline on, inside flashing	Fair	Fair
	outline flashing, inside off	Poor	Poor

Shift Icon

Whenever you press **Shift**, an up arrow appears at the lower right end of the display.

Moving Around in the Display

To enter or edit information in the display, press ► or ◄ to move the cursor.

When you open a list or a menu, the first item is displayed. Press ▼ or ▲ to scroll through the items.

A right arrow (→) at the end of a call-me message means you can hold down ► to display more information.

Three periods after a menu option mean you need to press **Select** to display the next level of options.

For example, in the Setup menu, when you see **Buttons…** press **Select** to see the options.
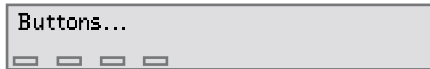
Setting Basics

Introduction

The basic settings of a SmarTalk are: time, date, and station name.

These settings can be changed. However, if you change the time and date on a SmarTalk that is in a group, your changes will change every other SmarTalk in the group.

If you should happen to set the wrong date or time, this will be corrected by a signal on the next incoming call through your telephone company.

Changing Settings

SmarTalk comes from the factory with basic settings, and sometimes with a few items in the Directory.

Set up a SmarTalk for a new user by changing the basic settings for time, date, and station name.

Getting Out of Things

Press **Cancel** repeatedly to get out of something and start again.

Using Setup Mode

Use setup mode to set and change the time, the date, the station name, and the functions of buttons.

- Press **Shift**, then **Setup** to put the SmarTalk into setup mode.

- Press **Cancel** to get out of setup mode.

Tip	Press **Cancel** repeatedly to return to the basic display.

Setting Time

The displayed time can be either 24 hour or 12 hour.

Example   For 12-hour time to display, with a time of 1:07 p.m.:

Press these buttons	To see this in the display
Shift Setup Select	Time: 15:34 24 Hour
1 3 0 7	Time: 13:07 24 Hour
▼	Time: 13:07 12 Hour
Shift Save Cancel	*Your Name* 1:07 Sat Apr 20

Procedure   To set the time:

1. Press **Shift** then **Setup**, then **Select**.

2. Press number buttons to enter the time as 24-hour time.
   If the time is correct, press ► to move past the time to the
   type of time.

3. Press ▼ to select a display of either 24 Hour or 12 Hour
   time.

   If you select 12-hour type of time, it doesn't display until
   you save your settings, and return to the main display.

4. Press **Shift**, then **Save** to save your entry, then press
   Cancel to get out of the setup mode.

Setting Date

Example For Tuesday, May 2, 2000:

Press these buttons	To see this in the display

Press these buttons	To see this in the display
Shift **Setup** ▼ **Select**	Date: Sat Apr 20 1997
▼ ▼ ▼	Date: Tue Apr 20 1997
► ▼	Date: Tue May 20 1997
► ▼ ▼ ▼	Date: Tue May 23 1997
► **2 0 0 0**	Date: Tue May 23 2000_
Shift **Save** **Cancel**	*Your Name* 1:07 Tue May 23

Procedure To set the date:

1. Press **Shift**, then **Setup**, then ▼, then press **Select**.

   The cursor is under the day of the week.

2. Press ▼ to select a different day.

3. Press ► to move to the month, then select with ▼ and ▲.

4. Press ► to move to the day, then select with ▼.

5. Press ► to move to the year, then press number buttons to enter the year.

6. Press **Shift**, then **Save** to save your entry, then press **Cancel** to get out of the setup mode.

Entering Station Name

SmarTalk has a station name whether it's in a group or not. You can enter up to 15 characters, including spaces, for the station name.

To delete a character, put the cursor in the space and press **Shift**, **Del**.

Example
To enter the name SAM in upper-case letters:

Press these buttons	To see this in the display
Shift **Setup** ▼ ▼ **Select**	Station Name: _
7 7 7 7 ► **2** ► **6**	Station Name: SAM
Shift **Save** **Cancel**	SAM 1:07 Tue May 23

Procedure
To set the station name:

1. Press **Shift**, then **Setup**, then ▼ ▼, then press **Select**.

   The cursor is in a blank space for the first letter, or under the first letter of a name.

2. Press a numbered button to select and enter an upper-case letter, then press ► to move to the next space.

   To delete a character, put the cursor in the space and press **Shift**, **Del**.

3. Press **Shift**, then **Save** to save your entry, then press **Cancel** to get out of the setup mode.

4. To enter the station name in upper- and lower-case letters, search for the letters with the ▼ and ▲ buttons,

   Or use the ✶ button for vowels, and the # button for some lower-case letters, then the ▼ or ▲ buttons to scroll through the rest of them.

Example   To enter the name Sam in upper- and lower-case letters:

Press these buttons	To see this in the display
Shift Setup ▼ ▼ Select	Station Name: _
7 7 7 7 ► * ► # # # # ▼	Station Name: Sa<u>m</u>
Shift Save Cancel	Sam 1:07 Tue May 23

Having Fun With the Name Field

You can decorate your station name, or make it special, by entering special characters:

- Press **1** repeatedly to select and enter one of:
  –, ■, **~**, **!**, **1**

- Press **0** repeatedly to select and enter one of:
  (a space), **:**, **}**, *****, **0**

- Scroll through all the other characters with the ▲ and ▼ buttons.

Tip   To shorten your search through the long, special-characters list, enter a letter or number, then hold down the ▲ or ▼ button.

Adjusting Ring
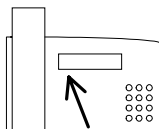
Each line on SmarTalk can have a different ringing sound. You can also turn off ringing for any line.

Ring Sound

To change the ringing sound:

1. Hold down the button for the line until you hear a beep.
2. Press **Select**, then ▼ until you find the sound you want.
3. Press **Shift**, **Save** to save your selection, then **Cancel**.

Ringer Volume

To change the volume of the ringing sound, hold down the **– +** button while the handset is down and the speakerphone is off.

Ring Delay

If your SmarTalk rings several times before caller information is displayed, delay the rings to match the timing of caller information display. If it is available, caller identification information displays before the third ring.

1. Hold down the **Line** button until you hear a beep.
2. Press ▼, **Select**, then ▼ until you find the delay you want.
3. Press **Shift**, **Save** to save your selection, then **Cancel**.
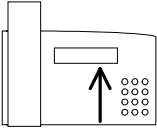
Ring Repetition

To change the number of times a line rings before stopping:

1. Hold down the **Line** button until you hear a beep.
2. Press ▼ ▼, **Select**.

   The message **Abbrev. (Rings):** displays
3. Press ▼ to select the number of rings.
4. Press **Shift**, **Save** to save your selection, then **Cancel**.

Assigning Station Buttons

Speed dialing other stations is only possible if your SmarTalk is connected to a group of other SmarTalks, and each one is set up by the installer with station numbering.

Station buttons can be linked to other stations.

Station buttons are the unlabeled, or hand-labeled buttons to the right of the line buttons. When these buttons are linked to other stations, you can also monitor telephone use at those stations.

A station button has no primary link if there is no icon above it in the display. It could have a secondary link. If an icon is displayed above the button, there are one or two links assigned. Only the primary link is monitored.

If the station buttons are hand-labeled, they may already have station links assigned.

Please also see "Labeling a Button" on page 17.

Assigning a Station Link

To assign a primary station button to another station:

1. Hold down the button until you hear a beep and **Assignment...** is displayed.

2. Press **Select**.

   A flashing dotted line is displayed with text above it.

   If the text AND dotted line flash, the station is already assigned, or not available for assignment.

3. Press ▼ until you find the station to assign to this button.

4. With the correct station displayed, press **Shift**, **Save** to save your selection, then **Cancel**, **Cancel**.

   To assign a secondary station button, press **Shift** before you hold down the button. If you assign ONLY a secondary button, nothing will display above the button.

Deleting a Station Assignment

To delete the primary assignment:

1. Hold down the button until you hear a beep and **Assignment...** is displayed.

2. Press **Select**.

   A flashing dotted line is displayed with text above it.

3. Press **Shift**, **Del** to delete the assignment to this button.

4. Press **Shift**, **Save**, then **Cancel**, **Cancel**.

   To delete a secondary assignment, press **Shift** before you hold down the button.

Monitoring Station Status

When the stations in your group have been assigned to the station buttons, you can monitor the status of stations by watching what goes on in the display.

In an emergency, you can press the station button of a station that is in use, and automatically override with the intercom.

Icon	Station Status
	Not in use
	Handset in use
	Speakerphone in use
flashing	Ringing
X flashing	In Do Not Disturb mode

Labeling a Button

To identify the blue, unlabeled buttons, use the extra labels that come with SmarTalk as you enter button settings.

1. Lift off the button cap by prying up each side with the tip of a small screwdriver, or a nail file, or even an unbent paper clip.

2. Write the primary and secondary setting names on the label.

3. Stick the label on the button.

4. Replace the button cap.

Using Lists

How Lists Work

SmarTalk has three lists: a Directory, a Dialed list, and a Callers list.

The Directory is a list that you create. The Dialed and Callers lists are records that SmarTalk creates from the calls you make and receive.

Directory Structure

A Directory item has a name and a number. The Directory stores up to 40 entries, arranged alphabetically. You may notice some items such as Centrex and custom-calling services already in your Directory.

Entering Directory Items

Example

To enter a new Directory item for "Ann" with the area code 800, telephone number 555-1234, and 9 to get an outside line:

Press these buttons	To see this in the display
Directory	*Some Name* *Some number*
Shift ►	New Name Here New Number Here
Select	_
2 ► ✱ ✱ ✱ ✱ ▲ ► ✱ ✱ ✱ ✱ ▲	An<u>n</u>
► ►	Ann _
9 ▼ ► **1 8 0 0 5 5 5 1 2 3 4**	Ann 9,18005551234_
Shift Save Cancel	Sam 1:32 Tue May 23

To Enter a New Directory Item

To enter a new Directory item:

1. Press **Directory** to display the first directory item.

2. Press **Shift**, ► to display **New Name Here**, if it is not already displayed, then press **Select**.

   The SmarTalk Directory has two types of fields for entering information: name and number.

3. Enter characters in the name field. Press ► after each letter, to move to the next letter.

   For special characters press the ▲ or ▼ or **1** or **0** buttons repeatedly. You can also press ✶ or # repeatedly for shortcuts.

4. Press ► ► to move to the number field. You can enter only numbers and some special characters in the number field.

   You don't have to put a hyphen (-), or parentheses ( ), or spaces in telephone numbers. Just put the numbers in a string with nothing between them. It you need a pause for an outside line, or to get long distance, or some other special signal, look for the character to enter in "Special Characters in the Number Field" on page 20.

   For special characters press the ▼ or ▲ buttons.

5. Press **Shift**, **Save** to save the item in the Directory, then **Cancel** to exit.

Special Characters in the Name Field

Press repeatedly	To find
▲ or ▼	upper- or lower-case letters, numbers in different sizes, and special characters
1	– ■ ~ ! **1**
0	(a space) : } * **0**

Tip	To shorten your search through the long, special-characters list, enter a letter or number, then hold down the ▲ or ▼ button.

Special Characters in the Number Field

Some characters are code for special operations.

With your cursor in the number field, press ▲ or ▼ to select special characters.

,	One-second pause
;	Five-second pause
F	Flash
R	Release
?	Wait for call-progress tone
W	Wait for normal or stutter dial tone
!	Wait for normal or stutter dial tone, hang up if not found
D	Wait for normal dial tone
S	Wait for stutter dial tone
↑	Make SmarTalk send a "Calls Forwarded" message to itself. Useful to include in Call Forwarding code
↓	Delete "Calls Forwarded" message
–	Dash
(	Right parenthesis
)	Left parenthesis
	Blank

Fixing a Partial Directory Item

If you find a partial Directory item, or if you get only part way through entering something in the Directory, you can always fix it later.

1. Press **Directory**, then ▼ or ▲ to find the item, then press **Select** to be able to fix it.

2. Press ► or ◄ to move the cursor, then number buttons to add to or change the item.

3. When the item is fixed, press **Shift**, **Save** to save the changes, then press **Cancel** to exit.

Changing Directory Items

You can change Directory entries that are not locked.

Tips	When you edit a speed dial number, you are editing the Directory item. Display or edit a speed dial number by holding down the button until it beeps, then press **Select** to edit.

To edit a Directory item:

1. Press **Directory**, then ▼ or ▲ to find the number.

   Or hold down a speed dial button, then press ▼ or ▲.

2. Press **Select** to be able to change the item.

3. Press ► or ◄ to move the cursor.

4. Edit the name or number by pressing number buttons.

5. Press **Shift**, **Save** to save the edits, then press **Cancel** to exit.

Locking and Unlocking Directory Items

You can lock a Directory item so that it cannot be changed nor deleted, even accidentally.

To lock a Directory item:

1. Press **Directory** to display the directory.

2. Press ▲ or ▼ to find the item.

3. Hold down **Transfer** until ➕ appears before the number.

To unlock an item, hold down **Transfer** until ➕ disappears. If you do not have a Transfer button, see "Changing Button Functions" on page 38 for information on assigning this function to a button.

Linking Speed Dial Buttons
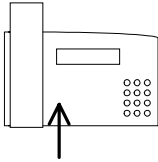
Speed dial buttons are linked to Directory items.

You can set up speed dial buttons to call the numbers assigned to them.

A button does not store a number. It is linked to a Directory item. If the Directory item is deleted, the speed dial button no longer dials the number.

To link a speed dial button to a Directory item:

1. Press **Directory**, then ▼ or ▲ to find the Directory item.
2. Hold down the speed dial button until you hear a tone.
3. Press **Cancel** to exit.

To make a secondary link, press **Shift** before you hold down the speed dial button.

Tip	Use the button labels that come with your SmarTalk to label your linked speed dial buttons.

CAUTION	You can't unlink a button. You can change the link. But if you delete the link, you delete the Directory item. Link to another item, don't delete.

If you cannot assign a link to a Directory item, the button does not have Speed Dial function. Before you can link a button to a Directory item, the button must have a uniquely-numbered Speed Dial function, between SD1 and SD20. Please see "Buttons Menu" on page 38, to assign button functions.

If you link a speed dial button to a locked Directory item, you must unlock that Directory item before you can change the link. Please see "Locking and Unlocking Directory Items" on page 21.

Using the Directory

After you've entered items in the Directory, you can scroll through the Directory and select an item to dial. This saves time in looking up telephone listings, and trying to remember long-distance numbers.

To dial a Directory item:

1. Press **Directory**, then ▼ or ▲ to find the Directory item.
2. Press **Dial** to call the displayed number.

Tips
- The Directory is sorted with numbers and non-alphabetical characters first, then upper-case letters, then lower-case letters.

- To find a Directory item, you can press the numbered button corresponding to the first letter in the name, then press ▲ or ▼ to find the item.

Using the Dialed List

The Dialed list records the last 15 outgoing calls. Each record includes the name or number, and the time, date, and length of the call.

The most recent call is displayed first. If several calls were made, one after the other, to the same number, only the last call appears in the Dialed list.

Use the Dialed list to find a previously-called number. Press **Dial** to call the displayed number.

To display the Dialed list:

1. Press **Dial** to display the most recently dialed number.
2. Press ▼ to display earlier calls.
3. Hold down ► to see time, date, and length of a call.
4. Press **Cancel** to exit.

Using the Callers List

The Callers list records the last 25 incoming calls. Each record includes the time, date, and length of the call. The Callers list also records the time and date of missed calls.

If you subscribe to a caller-identification service, the name or number of the caller is displayed.

The most recent call is displayed first. If you missed several calls from the same caller, the time and date of the most recent call and the number of missed calls are displayed. If you answered several calls from the same caller, each call is a separate record.

To display the Callers list:

1. Press **Shift**, **Callers** to display the most recent call.

2. Press ▼ to display earlier calls.

3. Hold down ► to see time, date, and length of a call.

4. Press **Cancel** to exit.

If you subscribe to a caller-identification service, use the Callers list to quickly call someone who called you. Press **Dial** to call a displayed number.

Deleting from Lists

You can delete any Directory item that is not locked and any record from the Dialed and Callers lists.

CAUTION	Use a lot of caution in deleting an item in the Directory. If it is linked to a speed dial button, the button won't work after the Directory item is deleted.

To delete an item from a list:

1. Press **Directory**, or **Dial**, or **Shift**, **Callers** to display the list.
2. Press ▼ or ▲ to find the number.
3. Press **Shift**, **Del** to delete the item.
4. Press **Cancel** to exit.

When you assign a setting to a speed dial button, you are linking the button to a Directory item. If you delete that item, you disable the speed dial button.

Copying from Dialed or Callers List to Directory

You can copy a number from the Dialed or Callers list to the Directory. You cannot copy a number that was speed dialed. It is already in the Directory.

To copy a number to the Directory:

1. Press **Dial**, or **Shift**, **Callers** to display the Dialed or Callers list.
2. Press ▼ or ▲ to find the number.
3. Press **Shift**, **Save** to save the entry to the Directory.

   You hear a confirmation tone or, if the Directory is full, an error tone.
4. Press **Directory**.

   The copied item is displayed, and labeled **Saved**. If not, find the entry with ▼ or ▲.
5. Press **Select** to enter or edit the name.
6. Press **Shift**, **Save** to save the item, and **Cancel** to exit.

Changing Items in the Dialed and Callers Lists

You can edit, but not save, a number in the Dialed or Callers list. For example, if you call a foreign country and reach a wrong number, display the Dialed list to see if you dialed the number correctly. Rather than dial the whole number again, edit the incorrect number, then press **Dial**.

To edit a number in the Dialed or Callers list:

1. Press **Dial** or **Shift**, **Callers** to display the list.
2. Press ▼ or ▲ to find the number.
3. Press **Select**.

   Dialing Editor: is displayed.

   If a number is not displayed, you can enter one at the flashing cursor.
4. Press ► or ◄ to move the cursor.
5. Edit the number by pressing the number buttons.

   To insert a digit, press **Shift**, ►.
6. Press **Dial** to call the edited number.

   The edited number is saved as a record in the Dialed list.

Calling

Making Calls

You can use either the handset or the speakerphone when calling. During a call you can switch from one to the other and adjust volume.

Using the Handset
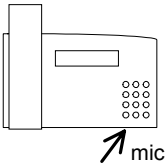
Use the handset as with any telephone. SmarTalk connects to a line when you lift the handset. If you do not hear a dial tone, press an available line button.

To switch from handset to speakerphone during a call, press ◖▮, then replace the handset. If you hang up the handset without pressing ◖▮, you end the call.

Using the Speakerphone

To make a handsfree call with the speakerphone:

1. Press ◖▮.

2. Enter the number.

3. Face the SmarTalk and speak in a normal voice.

4. Press ◖▮ to end the call.

To switch from speakerphone to handset during a call, lift the handset.

Adjusting Handset and Speakerphone Volume

During a call, press – + to adjust the volume. Volume adjustments do not affect the listener.

At the end of the call, the handset volume returns to the default setting. By returning to the default setting at the end of the call, SmarTalk protects you from accidentally being exposed to loud noise.

Using the Intercom

SmarTalks can be installed in groups of up to 10, to share an intercom line. With the SmarTalk intercom line, you can call any station in your group. Intercom calls can be made with the handset or the speakerphone.

If your SmarTalk is not in a group, Intercom doesn't work.

CAUTION	There can be feedback if you use the intercom over the speakerphone.

To make an intercom call:

1. Press **Intercom** to make a speakerphone call.

   Lift the handset, then press **Intercom** for privacy.

2. Enter the station number, or press a station button.

   If the station is busy, do one of the following:

   - Press **Select** to interrupt.

   - Remain on the line until the station is free and the call connects.

   - Press **Shift**, **Send** to leave a call-me message.

   - Hang up to cancel the call.

You can make intercom calls that ring at all stations in your group. This is useful for isolated sites, such as shipping yards, since any station can answer.

To call all stations in your group, press **Intercom**, **#**, ✶.

Tip	Instead of **Intercom**, **#**, ✶, you can assign the Call All function. Please see "Changing Button Functions" on page 38.

Paging

You can use the SmarTalk intercom line to page, or make announcements to all stations in your group except those in use or in Do Not Disturb mode.

CAUTION	There can be feedback if you make an announcement over the speakerphone.

To make an announcement:

1. Lift the handset.
2. Press **Shift**, **Page**.
3. Make the announcement.

Tip	You can press **Intercom**, **#**, **#** instead of **Shift**, **Page**.

Using Speed Dial Buttons
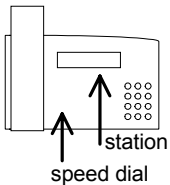
station

speed dial

SmarTalk has two kinds of speed dial buttons: *station* buttons for speed dialing stations within your group and *speed dial* buttons for speed dialing outside numbers.

Assigning station buttons is in "Assigning Station Buttons" on page 15. Assigning speed dial buttons is in "Linking Speed Dial Buttons" on page 22.

To speed dial another station within your group, press the station button to dial a primary setting. Press **Shift**, then the station button to dial a secondary setting.

To speed dial an outside number, press the speed dial button to dial a primary setting. Press **Shift**, then the speed dial number to dial a secondary setting.

Tip	To make a speakerphone call, just press the station or speed dial button.

Transferring Calls
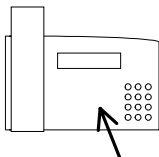
You can transfer calls from your station to any station in your group that shares the line, except those in Do Not Disturb mode.

To transfer a call:

1. Press **Transfer**.
2. Enter the station number, or press a linked station button.

    When the station answers, you can say who is calling.
3. Hang up to complete the transfer.

    If the station does not take the call, a hold reminder tone sounds after the first minute, then every 30 seconds.

    To retrieve an unanswered call, press **Cancel**.

    If you subscribe to Centrex call transfer, you can transfer a call to any SmarTalk or other phone in your Centrex group, or almost anywhere.

Establishing Three-Way Calls

You can make a three-way call with one outside number and one station within your group.

To make this type of three-way call:

1. Press **Transfer** to put the call on hold.
2. Enter the station number.
3. Press **Transfer** when the station answers.
4. Begin speaking.

To make a three-way call with an outside number, while on an outside call:

1. Press **Hold**.
2. Press a line button and call the second outside number.
3. Press **Hold**.
4. Press the first and second held lines within four seconds.
5. Begin speaking.

Redialing
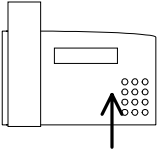
To redial previously-called numbers use the Dialed list.

To redial the last number you called:

1. Press **Dial** twice.
2. Pick up the handset or press ▷▍.

Redialing a Busy Number

This function works best for speakerphone calls.

To automatically redial a busy number:

1. When you hear the busy signal, press **Shift**, **Auto Rdl**.

   Do not hang up. SmarTalk continues to redial at intervals until the call connects.

2. The Automatic Redial function ends if you press any button, or switch from handset to speakerphone or from speakerphone to handset.

   When all the lines are busy, you can use Automatic Redial to place your call as soon as a line is available.

   To make a call when all lines are busy:

1. Enter the number.
2. Press **Shift**, **Auto Rdl**.

Tip	You can enter a number by selecting a record from the Dialed or Callers list, but not from the Directory.

Editing a Number Before Dialing

You can enter a number into the Dialing Editor, edit it if necessary, and then dial it. This lets you be sure that the number is correct before dialing.

To edit a number before dialing:

1. Enter the number with the number buttons.
2. Press ► or ◄, then a number button to edit the number.
3. Press **Dial** to dial the displayed number.

You can also edit, then dial, a number from the Dialed or Callers list. For example, if you reach a wrong number, you can display the number in the Dialed list to check whether you made an error in entering the number. If so, you can edit the number, then dial it.

To edit a number from a list:

1. Press **Directory**, or **Dial**, or **Shift**, **Callers** to display the list.
2. Press ▼ or ▲ to find the number.
3. Press **Select**.
4. Press ► or ◄, then a number button to edit the number.
5. Press **Dial** to make the call.

Answering

Answering Calls
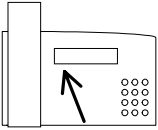
SmarTalk tells you a lot about incoming calls, by ringing, showing a ringing line icon, and displaying a message. When you pick up the handset or press ⊠, SmarTalk selects a ringing line. If it does not, press the line button that is ringing.

If you subscribe to a caller-identification service, the caller's number or name is displayed.

Displaying Caller Information

You can display information about callers before you answer, or while you are on another call:

- the line number or station number, and call type (line, intercom, or transferred)
- the caller's number or name, if you subscribe to a caller-identification service

The information is displayed for five seconds, or as long as your SmarTalk is idle.

To display incoming-call information:

1. Press ▲ to display the earliest incoming call.
2. Press ▲ to display later incoming calls.

   Call information is displayed for five seconds.

3. Press **Select** to answer a displayed call.
4. Press **Cancel** to stop displaying incoming calls.

CAUTION   If you press **Cancel** while a line is ringing in the display, you kill that call.

Holding and Retrieving a Call

Outside calls can be put on hold.

SmarTalk has two hold functions: hold and exclusive hold. If you put a call on hold, any station that shares the same line can retrieve the call. If you put a call on exclusive hold, only your station can retrieve the call.

When you put a call on hold, the line icon flashes. A hold reminder tone sounds after the first minute, then every 30 seconds.

To put a call on hold, press **Hold**.

To put a call on exclusive hold, press **Shift**, **Hold**.

To retrieve a call from hold, press the held **Line**.

Tip	The secondary function on the Hold button is **Ex-Hold**, exclusive hold.

Answering Second Calls

To answer a second call, put the current call on hold and press the ringing line button.

Displaying Active and Held Calls

If you have more than one line, SmarTalk can show you the calls on your lines, including calls made by other stations sharing the lines with you. The information displayed includes line number or station number, and call status (active, held, or busy). If two lines are showing held calls, you can see from the station number which is your call.

If you subscribe to a caller-identification service, the name or number is displayed. You can use this function when you have several calls on hold and forget who is on which line.

For more information please see "Monitoring Station Status" on page 16.

To display calls:

1. Press ▼ to display the earliest call.
2. Press ▼ repeatedly to display other calls, in order of line number.
3. Press **Cancel** to stop displaying calls.

To retrieve a held call, when the call is displayed, press **Select**.

Answering Intercom

You only have intercom if your SmarTalk is installed in a group.

Answer an intercom call in the same way as any call. The display shows the station name and station number.

Using Do Not Disturb
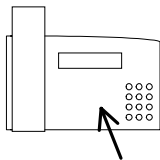
You can use the Do Not Disturb function to block incoming calls. Your SmarTalk will not ring. Outside callers will be connected to your voice mail, if you subscribe to that service. Stations within your group will see the message you select.

To turn on Do Not Disturb function:

1. Press **DND**.
2. Press ▲ or ▼ to display message options.
3. Press **Select** to select the displayed message.

To cancel, press **DND**.

Do Not Disturb can be turned on or off at any time.

Retrieving Messages

Whenever the message light at the top right of SmarTalk is flashing, you have at least one message. Other stations in your group can leave a call-me message and turn on your message light. If you subscribe to voice mail, the message light flashes when you have one or more messages.

To display messages:

1. Press **Messages** to display the first message.

   The display shows **Message from: name**

   The displayed station or voice mail service wants you to call.

2. Hold down ► to see the time and date of the call.

3. Press ▼ to display other messages.

To delete a displayed message, press **Shift**, **Del**.

To call the station in the displayed message, press **Dial**. The message is automatically deleted.

To call voice mail, dial the number of your custom-calling or Centrex service. Your installer can set up SmarTalk so that you can press **Dial** to call your voice mail service when the voice mail message is displayed.

If you want the message light to go on when you miss calls, contact your installer to set this up.

Tip	If the message light doesn't go out after you've picked up all of your messages, it's probably because the signal didn't arrive from the telephone company. Just delete all message notices to get rid of the flashing light.

Buttons Menu

Button Functions

Every SmarTalk button can have primary and secondary functions.

You can change the primary and secondary functions of buttons that are not locked.

Station and speed dial buttons also have settings, which link them to stations or Directory items. To assign those settings, please see "Assigning a Station Link" on page 15, and "Linking Speed Dial Buttons" on page 22.

Locked Buttons

Btn: 29 ↓ Lock
Hold

Standard button functions are assigned at the factory. Button functions that operate SmarTalk, such as **Setup**, **Directory**, numbers, and ► ◄ ▲ ▼, are locked at the factory.

You cannot change a locked function.

Changing Button Functions

You can change the functions of buttons that are not locked. For example, if you want to be able to end calls without replacing the handset, you can change the function of a speed dial button to Release.

Although a locked button cannot be changed, the same function can be set up on another button. For example, if you frequently use the Callers list, you can change the function of a speed dial button from speed dialing to Callers function, to have two Callers buttons.

To change the function of a button, first display the function:

1. Press **Shift**, **Setup** to open the Setup menu.

2. Press ▼ ▼ ▼.

   Buttons… appears in the display.

3. Press **Select**.

4. Press the button to display a primary function.

Or, press **Shift**, then press the button to display a secondary function.

The display shows the button number, ↓ for a primary function or ↑ for a secondary function, and the function of the button. If the button function is locked, the display shows **Lock**.

5. Hold down the button, until you hear a tone and see a flashing cursor under the function name.

Or, for a secondary function, press **Shift** before pressing the button.

6. Press ▼ and ▲ to scroll through the list of functions.

7. Press **Shift**, **Save** to select the function in the display.

8. Press **Cancel**, **Cancel** to exit.

Options in the Button Menu

Function	Explanation
► ◄ ▲ ▼	Scroll through menu options or move the display cursor.
1 – 0 ✻ #	Dial a call or make list entries.
Auto Rdl	Redial a busy number.
Call All	Call all stations in your group.
Callers	Display the first record in the Callers list.
Cancel	Exit from a menu or function, or reject an editing change.
Del	Delete single characters or list items.
Diag	Display information about the data link. Customer support may ask for this information.
Dial	Dial a displayed number or display the first record in the Dialed list.
Directory	Display the first item in the Directory.
DND	Turn Do Not Disturb on or off.
Stn1 – Stn12	Select a station in your group for an intercom call or a transferred call. For grouped SmarTalks only.

Function	Explanation
Flash	Signal that special instructions follow. Usually for Centrex functions.
Hold	Put an outside call on hold.
Insert	Duplicate a character in a Directory item. The character can then be edited.
Intercom	Select the intercom line. For grouped SmarTalks only.
Line 1, Line 2, Line 3	Select a line.
Messages	Display the first message.
Mute	Turn the handset or speakerphone microphone on or off.
Null	Has no function.
Page	Page over SmarTalk speakerphones in your group.
Rel	Release a line to end a call.
Save	Save selections, entries, or editing changes.
SD1 – SD20	Speed dial a linked Directory item.
Sel	Select the displayed option.
Send Msg	Leave a call-me message and turn on the message light at another SmarTalk in your group.
Setup	Display the first option in the setup menu.
Shift	Select the secondary function of a button.
Spkr	Select a line and turn on the speakerphone, or mute the handset microphone.
Transfer	Put a call on hold to transfer it or to make a three-way call. Lock a Directory item.
Vol ↓ Vol ↑	Adjust the volume of the handset, speakerphone, or ringer.

Safety, Regulations, Warranty

Safety Instructions

1   Follow all warnings and instructions marked on the SmarTalk.
2   Never use the SmarTalk with a power source different from the one described on the label. If you are unsure of the type of power supplied to your premises, consult your local power company.
3   Unplug the SmarTalk from the wall outlet before cleaning. Do not use liquid or aerosol cleaners.
4   Do not use the SmarTalk near water or in a damp environment.
5   Do not place the SmarTalk on unstable furniture as it may fall and be seriously damaged.
6   Do not allow anything to rest on the SmarTalk power cord or locate it where it may be stepped on.
7   Do not overload wall outlets or extension cords as fire or electric shock can result.
8   Never use a telephone, other than cordless, during an electrical storm. There is a remote risk of electric shock from lightning.
9   Never use a telephone to report a gas leak when in the vicinity of the leak.
10 Unplug the SmarTalk from the wall outlet and have it checked by qualified service personnel if:
    ●   the power supply cord or plug is damaged or frayed
    ●   it has been exposed to water or has had liquid spilled on it
    ●   it has been dropped or the cabinet has been damaged
    ●   it exhibits a distinct change in performance
    ●   it does not operate normally when you follow the User Guide instructions. Adjust only those controls covered in the User Guide. Improper adjustment of other controls may result in damage and could require extensive work by a qualified technician to restore the product to normal.

Regulatory Statements

Canada: Industry Canada

The Industry Canada label identifies certified equipment. This certification means that the equipment meets certain telecommunications network protective, operational and safety requirements. The Department does not guarantee the equipment will operate to the user's satisfaction.

Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunications company. The equipment must also be installed using an acceptable method of connection. In some cases, the company's inside wiring associated with a single line individual service must be extended by means of a certified connector assembly (telephone extension cord). The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be made by an authorized Canadian maintenance facility designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment.

Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines and internal metallic water pipe system, if present, are connected

together. This precaution may be particularly important in rural areas.

CAUTION: Users should not attempt to make such connections themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.

New Zealand

The SmarTalk telephone system (max. of 10 stations) has a Ringer Approximate Loading number, or RAL, of 1. When other devices are connected to a SmarTalk system the total sum of the RAL connected to the PSTN should be less than 5.

United Kingdom: OFTEL/BABT

The telephone has been approved for use under the following conditions:

1   For connection to the Public Switched Telephone Network (PSTN) and Compatible PBXs (Private Branch Exchange), which use multi-frequency signalling. Please consult your supplier for an up-to-date list of compatible PBXs.
2   SmarTalk phones have been approved for use on the following facilities:
    - Two- or three-line simple telephone facility.
    - Storage of telephone numbers for retrieval by a predetermined code.
    - Automatic dialing.
    - Automatic dialing of last number dialed.
    - Loud speaking full hands free operation.
    - PBX timed break register recall.
    - Call Barring. (Toll Restriction)
3   Any other usage will invalidate the approval of the apparatus if, as a result, it then ceases to conform to the standards against which approval was granted.
4   The telephone must not be connected in the following manner:
    - As an extension to a pay phone.
    - As a party line with shared service.
    - To a 1 + 1 carrier system.

NOTE: It cannot be guaranteed that the apparatus will operate correctly under all possible conditions or connections to compatible PBXs. In case of any difficulty, please consult your supplier.

5   This telephone may be used for the purpose of making outgoing calls to the emergency service.

The ringer equivalence number, or REN, determines the number of apparatus that may be connected to the exchange line. The exchange line has a maximum REN capacity of 4. The total REN value assigned to a SmarTalk system is 1.

To determine the REN value of the complete system, add together the REN values of every apparatus. The total value should not exceed 4, otherwise the volume of the ringer in any phone will decrease and one telephone or more may not ring at all.

NOTE: Operation cannot be guaranteed in installations with mixed types of apparatus.

United States: FCC Part 68

The FCC Part 68 label identifies certified equipment. This certification means that the equipment meets certain telecommunications network protective, operational and safety requirements. The Department does not guarantee the equipment will operate to the user's satisfactions.

Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunications company. The equipment must also be installed using an acceptable method of connection. In some cases, the company's inside wiring associated with a single line individual service must be extended by means of a certified connector assembly (telephone extension cord). The customer should be aware that compliance with the above

conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be made by an authorized United States maintenance facility designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment.

Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines and internal metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

CAUTION: Users should not attempt to make such connections themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.

Product Specifications

CO Loop Range: 20-100mA

Maximum number of CO lines:
3 loop start lines

Maximum length of interconnect wire:
1000 feet of 24 AWG or 0.5mm twisted pair cable per group
500 feet of 24 AWG or 0.5mm twisted pair cable per single station run

Power requirements:
1 power module per group

North America – part# 111-5033
Input - 120 VAC, 60 Hz, 25 Watts
Output - 24 VDC, 500mA

Australia – part# 111-5036

United Kingdom – part# 111-5037
Input - 240 VAC, 60 Hz, 25 Watts
Output - 24 VDC, 500mA

Line connector: 8 position 8 conductor modular jack

Optional battery back-up:
4 AA Alkaline or Nickel Cadmium batteries

(with clip - charcoal: part# 646-1018, white: part# 646-1310)

Size & weight:
NRG 3
24cm x 15cm x 7.6cm (9.5" x 6" x 3")
585 grams (1.3 lbs.)
NRG 3E
28cm x 15cm x 7.6cm (11" x 6" x 3")
760 grams (1.7 lbs.)

Environment:
Operating temperature: 0C to 40C (32F to 104F)
Storage temperature: –20C to 60C (-4F to 140F)
Relative humidity: 0 to 95% noncondensing

Product Warranty

dba Telecom provides an industry standard warranty that covers defects in materials and workmanship. It does not cover damage to products resulting from physical abuse or electrical misuse.

In cases where the warranty has expired, defective products will be returned to full working order for a nominal charge plus parts, labor and shipping.

There is a handling fee for returned products in or out of warranty found to be free of defects.

This warranty is in lieu of and excludes all other warranties expressed or implied including, but not limited to, the implied warranty of merchantability or fitness for a particular purpose. There are no warranties which extend beyond this limited warranty and in no event shall dba Telecom be liable for loss of anticipated profits, incidental or consequential damages, loss of time or other losses incurred in connection with the operation, possession or use of the equipment.

For complete terms and duration, refer to the warranty information contained in the product packaging.

Troubleshooting SmarTalk

SmarTalk Concerns

For problems with custom-calling and Centrex services, please see "Troubleshooting Custom-calling Services" on page 47.

If	Then
The display is blank	Check that the line cord is properly connected.
	Check that the batteries are properly installed. Please see the Installation Sheet at the dba Telecom website: **www.dbatele.com.**
There is no dial tone	Check that the line cord and handset cord are properly connected to the jacks on the back of the SmarTalk.
	Check that the line cord is properly connected to the wall jack.
SmarTalk doesn't ring	Check the Ring Sound. See "Ring Sound" on page 14.
You want each line to have a different ring	Adjust the Ring Sound. See "Ring Sound" on page 14.
You cannot hear the other party	Use the **− +** button to adjust the volume.
The other party cannot hear you	If the display shows **Muted**, press **M**.
	Check that the handset is properly connected.
You cannot call from the Dialed, Callers, or Directory lists	Check that the numbers have the necessary prefixes or area codes.
You want more speed dial buttons	Change the primary or secondary function of any button that is not locked. See "Changing Button Functions" on page 38. Then link the button to a Directory item. See "Linking Speed Dial Buttons" on page 22.
No caller information is displayed	This is a Centrex function. Contact your telephone company to order it.
The message light doesn't turn off or doesn't come on	You can turn off a flashing message light. See "Retrieving Messages" on page 37.
	If your message light doesn't come on, the problem is the type of signaling used by your telephone company. Ask your telephone company to fix the problem.
SmarTalk needs cleaning	Use only a soft, water-dampened cloth to clean SmarTalk.

Custom-calling and Centrex Services

Using Custom-calling Services

Custom-calling services, including Centrex services, are provided by your telephone company or service provider. Many of these services may already be included in the Directory of your SmarTalk, and linked to labeled speed dial buttons. These may include: Call Park, Call Pickup, Call Forward, Voice Mail, and many others.

Use most custom-calling services that are not in the Directory, and not linked to SmarTalk speed dial buttons, by pressing the ✱ or # button, then number buttons. Cancel a service by pressing ✱ or # and different number buttons.

Example	Call Forwarding: ✱**90**
	Cancel Call Forwarding: ✱**91**

Using Longer Custom-calling Services

Some custom-calling services need more information. They tell you this by making special sounds:

dial tone
: regular, steady tone. Can be a prompt for more information

more prompt
: usually a series of beeps, three or more. A prompt for more information

done prompt
: a different series of beeps from the *more* prompt, usually two beeps. This is an acknowledgement that you have finished and can hang up.

oops prompt
: usually a long series of fast beeps, or a fast busy tone. You made a mistake, or something is not available. Hang up for at least five seconds. Then start again.

Hanging up for less than five seconds is usually understood as a *flash* prompt.

Example

To forward your calls to another number:

1. Either: press the **Call Fwd** button, or enter the code.

2. When you hear the *more* prompt, enter the number to which you want calls forwarded.

3. When you hear the *done* prompt, hang up.

4. If you hear the *oops* prompt, you've done something wrong. Hang up for at least five seconds, then start again.

Getting Other Custom-calling Services

You can subscribe to more custom-calling services and Centrex services. Some may be free, but most companies charge small monthly fees.

Entering Extra Instructions with Codes

You can enter codes for custom-calling services as Directory entries, then link them to speed dial buttons. For example, for Call Park:

1. Name the new Directory item, **Call Park**.

2. Enter the code in the number field, with extra instructions for hook flash and pause: **F , ✳ 8 4**

    Press ▼ ▼ ▼ to enter **F** for Flash, then ►.

    Press ▼ to enter **,** for a one-second pause, then ►.

    Press ✳ **8 4** to complete the code.

3. Press **Shift**, **Save** to complete the new Directory item.

    Other instructions could be:

    ;   five-second pause
    R   Release
    ?   Wait for a call-progress tone
    W   Wait for normal or stutter dial tone
    !   Wait for normal or stutter dial tone, hang up if not found
    D   Wait for normal dial tone
    S   Wait for stutter dial tone

Troubleshooting Custom-calling Services

If	Then
You can't use a custom-calling service	Check the codes and numbers entered in your Directory. See "Custom-calling and Centrex Services" on page 45. Contact your telephone company or service provider for the valid codes for your area, and to check that the custom-calling services have been turned on.
The message light doesn't turn off or on	The problem is the type of signaling used by your telephone company or service provider. Report the problem to them. However, you can turn off a flashing message light. See "Retrieving Messages" on page 37.
You moved to a new location and your custom-calling services no longer work	Contact your telephone company or service provider. They will give you the codes for your area.

Glossary

ASCII
American Standard Code for Information Interchange is a system for encoding a basic set of letters, numbers, punctuation symbols, and control codes used by computers.

barring
Preventing. The same as blocking in other custom-calling or Centrex services.

blocking
Preventing. The same as barring in other custom-calling or Centrex services.

call barring
Bar calls from being made on a specific telephone.

call blocking
Block calls from ringing on a specific telephone.

Centrex
Business and personal services provided by a telephone company or service provider. Part of custom-calling services.

Custom-calling Services
Extra services ordered through a telephone company or service provider. May include Centrex services.

Dialing Editor
The function that allows editing of a number.

DND
Do Not Disturb. Block calls from ringing on the specified phone, or forward them to a message.

group
One connected set of SmarTalks.

PBX
A local switching system.

power supply
The power adapter for the SmarTalk. May be small for a single SmarTalk, or large for a group.

station button
A SmarTalk button that can be linked to other stations in the group. A linked station can be monitored.

station name
The name of a person or a department associated with a SmarTalk.

station number
The number of a SmarTalk for intercom calls. The PBX extension number or the Centrex directory number.

stutter dial tone
Broken dial tone, not constant.

T-jack
Adapter for a single SmarTalk.

TRF
Transfer.

XFR
Transfer.

Index

to lock Directory item,
21
troubleshooting, 44
type of time, 10

U

United Kingdom
regulations, 42
United States
regulations, 42
unlock Directory item, 22
using
Callers list, 24
Dialed list, 23
Directory, 23

V

voice mail, 37
Voice Mail, 45
Vol ↑, 40
Vol ↓, 40
volume
adjusting, 27
cannot hear, 44
controls, 4
handset, 4
speakerphone, 4

W

warranty, 43
watching. *See* monitoring

Y

year, 11