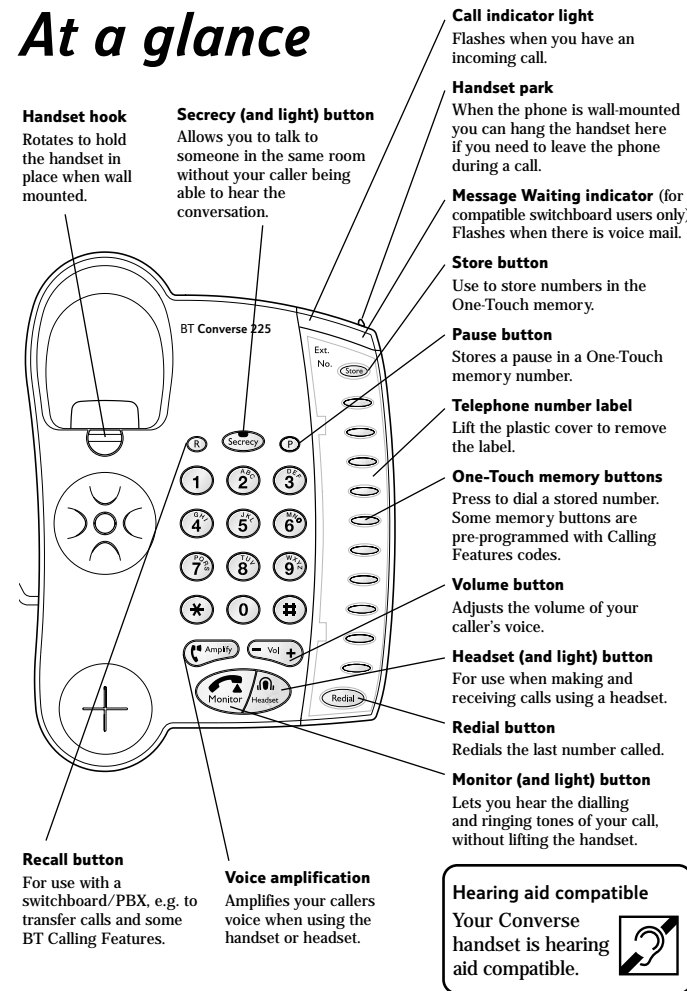


At a glance



Safety information

General

Simply clean your Converse 225 with a damp (not wet) cloth, or an anti-static wipe. Never use household polish as this may damage the product. Never use a dry cloth as this may cause static shock.

Do not open the Converse 225. This could expose you to high voltages or other risks.

Environmental

Do not expose to direct sunlight.

We recommend that you do not place the product on antique/veneered wood to avoid damage.

Do not stand your product on carpets or other surfaces which generate fibres, or place it in locations preventing free flow of air over its surfaces.

Do not submerge any part of your product in water and do not use it in damp or humid conditions, such as in bathrooms.

Do not expose your product to fire, explosive or other hazardous conditions.

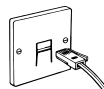
Setting up

Plan the location

Situate your Converse 225 close enough to a phone socket so that the line cord will reach.

Your Converse 225 can be wall-mounted. See 'Wall-mounting'.

Plug your Converse 225 into the telephone socket



Check the dialling mode

Use the dialling mode switch on the underside of your Converse 225.



Your Converse 225 should be pre-set to TB which gives you Tone dialling. This ensures the phone will work with all modern digital exchanges.

If your phone does not work, try setting the dialling mode to P or T.

Your Converse 225 is now ready for use.

Using the telephone

Making and ending calls

To make a call

Lift the handset off the base and wait for the dial tone.

Dial the telephone number.

To end a call

Replace the handset on the base.

To receive a call

When the telephone rings the Call indicator light will also flash to indicate that there is an incoming call. Simply pick up the handset.

To use the monitor button

You can dial a number and hear the dialling and ringing tones of your call without lifting the handset.

Press the **Monitor** button. You hear the dialling tone.

Dial the telephone number you want.

When your call is answered, lift the handset and speak.

Using a headset

Note

Converse headsets (RJ11 jack) are available separately from BT shops or by calling 0870 240 5522.

Plug the headset into the socket marked **HEADSET** on the underside of the base.

To make a call, press the **Headset** button.

Dial the telephone number.

To end the call, press the **Headset** button.

Last number redial

Your Converse 225 stores the last number called which enables quick and easy redialling.

A redial number can be no longer than 31 digits.

To redial the last number

Lift the handset.

Press the **Redial** button.

The last number you called is redialled.

Secrecy

When on a call you can talk to someone in the same room without your caller hearing.

To switch secrecy on and off

During a call, press the **Secrecy** button.

The red Secrecy light comes on. Your caller cannot hear you.

To resume your conversation, press the **Secrecy** button again. The secrecy light goes off.

To adjust the ringer volume

There are 3 volume settings to choose from HI, LOW or OFF.

Use the **Ringer volume** switch on the underside of your Converse 225 to select either **HI**, **LOW** or **OFF**.

The Call indicator light will flash regardless of the ringer setting chosen.

To adjust the ringer tone

The ringer tone can be set to High (R2) or Low (R1).

Use the **Ringer tone** switch on the underside of your Converse 225 to select either **R1** for a low pitch ring or **R2** for a high pitch ring.

To adjust the caller's speech volume

During a call, you can adjust the volume of your caller's voice.

When using Monitor:

Press the **VOL +** or **VOL -** button to increase or decrease the volume of your caller's voice.

When using the handset or a headset:

Press the **Amplify** button.

Press the **VOL +** or **VOL -** button to increase or decrease the volume of your caller's voice.

Message Waiting indicator

Note

This feature is for compatible switchboard users only.

When you have voice mail messages waiting the Message Waiting indicator will flash at regular constant intervals.

One-Touch memories

You can store your 10 most frequently used telephone numbers in the One-Touch memories. Please note that the number can be no longer than 21 digits and can include the * and # buttons.

To store a One-Touch number

Press the **Monitor** button (or lift the handset).

Press the **Store** button.

Press the **One-Touch** memory button under which you want to store the number.

Enter the telephone number you want to store.

Press the **Store** button.

Press the **Monitor** button (or replace the handset).

The number is stored.

Note

To change a stored number, repeat the steps shown above. The new number will replace the existing One-Touch or Calling Features number.

To store a number longer than 21 digits

Store the first 21 digits as shown above, then repeat the steps to store the remaining digits under another One-Touch number.

To dial a One-Touch number

Lift the handset (or press the **Monitor** button).

Press the **One-Touch** button under which the number is stored.

The number is dialled automatically.

To dial a One-Touch number of more than 21 digits

Lift the handset (or press the **Monitor** button)

Press the **One-Touch** button which contains the first 21 digits.

Press the **One-Touch** button which contains the remaining digits.

The number is dialled automatically.

To store a pause in a One-Touch number

A pause is sometimes required with switchboards and Network Services.

A pause simply gives the switchboard a couple of seconds to pick up the outside line before dialling the phone number you want. Using the **P** button, you can store a pause in numbers in the One-Touch memory.

Press the **Monitor** button (or lift the handset).

Press the **Store** button.

Press the **One-Touch** memory button under which you want to store the number.

Enter the telephone number you want. Where you want to add a pause, press the **P** button.

Press the **Store** button.

Press the **Monitor** button (or replace the handset).

The number is stored.

Recall button

The **Recall** button (R) is for use with switchboard services, e.g. to transfer calls and some BT Calling Features.

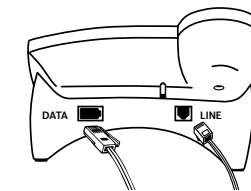
Five minute memory back-up

If you unplug your Converse 225 from the telephone socket, it will keep all numbers you have stored under the **One-Touch** buttons for about five minutes. If your phone is unplugged for longer, the stored numbers may be lost. Pre-programmed BT Calling Features numbers will not be affected.

Data Port

A socket has been provided on the telephone stand to allow easy connection of another product (typically a modem).

Data port



Using BT Calling Features

Note

A switchboard can provide a similar range of functions to BT Calling Features. If your Converse 225 is connected to a switchboard, you can simply use it as a normal extension.

Your Converse 225 gives you easy access to the following range of BT Calling Features. Five of the One-Touch buttons have been pre-set with phone numbers for the following services:

- 1471 – Call Return (No Charge)
- Call Diversion (Quarterly subscription)
- 1571 – Call Minder/BT Answer (Quarterly subscription/No Charge)
- Reminder Call (Pay per call)

Memory	Service location	Code
6	1471 – Call Return	1471
7	Set Divert	*21*
	Cancel Divert	#21#
8	1571 – Call Minder/ BT Answer	1571
9	Reminder Call on	*55*
10	Reminder Call off	#55#

You can replace the pre-set numbers with your own numbers, if you wish. Simply follow the steps shown in 'To store a One-Touch number'.

For further information, see the Calling Features User Guide, supplied when you subscribe to the services of your choice.

Note

If you are not connected to the BT Network, some of the services may not be available. Please contact your Network Provider.



1471 – Call Return

Call Return tells you the number of the last person who called you and the time and date the call was received.

To use 1471 – Call Return

Lift the handset (or press the **Monitor** button)

Press the **1471 – Call Return One-Touch** button.

The 1471 – Call Return information is announced.

Call Diversion

You can use your Converse 225 to request the Network to divert all incoming calls to another number.

To switch Call Diversion on and off

Lift the handset (or press the **Monitor** button)

Press the **Call Diversion One-Touch** button.

Enter the telephone number to which you would like your calls diverted.

Press the **#** button and listen for confirmation of your instructions.

Replace the handset (or press the **Monitor** button).

To cancel a diversion

Repeat steps 1 and 2 above.

Note

Call Diversion services may allow optional diverts. Refer to your Network Provider for details.

1571 – Call Minder/ BT Answer

1571 allows you access to Network based answering services that take calls when you do not answer your phone or if you are already on the line.

These services may provide personalised greetings and/or the time and date of each message. You can access your messages from any phone with a touchtone keypad.

Details on how to use these services are provided when you subscribe.

To access your 1571– Call Minder/BT Answer

Press the **1571 One-Touch** button.

Reminder Call

You can turn your Converse 225 into a 24 hour alarm clock, that rings you back at the time you set.

To set a Reminder Call

Lift the handset (or press the **Monitor** button).

Press the **Reminder Call One-Touch** button.

Use the keypad to enter the time you want to be called back. Use the 24 hour clock, e.g. **0 7 3 0** books a Reminder Call at 7.30 am

Press **#** and listen for confirmation.

Replace the handset (or press the **Monitor** button).

Other services

Three Way Calling – ideal for family or business matters. Three way calling lets you speak to two other callers at the same time.

Charge Advice – instantly tells you the exact cost of any call you have just finished.

Call Waiting – If you're making a call, a discreet 'beep' lets you know another call is waiting. You can put your original caller 'on hold' by using the **R** button and switch to the new caller.

For information on these and many other valuable services, call BT on **152**. If you are not connected to the BT Network ask your Network Provider for information about their services.

To re-set BT Calling Features buttons

If you have stored your own numbers over the BT Calling Features One-Touch buttons, you can re-set them to the original BT numbers.

Lift the handset (or press the **Monitor** button).

Press the **Store** button.

Press the **One-Touch** button you want to re-set.

Press the **Store** button.

Replace the handset (or press the **Monitor** button).

Help

No dialling tone

Is the line cord plugged into the telephone socket? See *'Setting up'*.

Nothing happens when you dial

Check that the dialling mode switch is set to the correct position. See *'Setting up'*.

The handset does not ring

Is the ringer volume set to OFF? See *'To adjust the ringer volume'*.

You may have too many phones, fax machines and/or answering machines plugged in which might be overloading the sockets. See *'Technical information'*.

General information

Guarantee

Your Converse 225 is guaranteed for a period of 12 months from the date of purchase.

Subject to the terms listed below the guarantee will provide for the repair of, or at BT's or its agent's discretion the option to replace the Converse 225, or any component thereof, which is identified as faulty or below standard, or fails as a result of inferior workmanship or materials. Products over 28 days old from the date of purchase may be replaced with a refurbished or repaired product.

The conditions of this guarantee are:

- The guarantee shall only apply to defects that occur within the 12 month guarantee period.

- Proof of purchase is provided.

- The equipment is returned to the point of purchase.

- This guarantee does not cover any faults or defects caused by accidents, misuse, fair wear and tear, neglect, tampering with the equipment, or any attempt at adjustment or repair other than by approved agents.

- This guarantee does not affect your statutory rights.

Within the 12 month guarantee period:

In the unlikely event of a defect occurring, please return the product, with the receipt, to the place of purchase.

Outside of the 12 month guarantee period:

If your product needs repair after the guarantee period has ended, the repair must meet the approval requirements for connection to the telephone network. We recommend that you contact BT's approved repair agent, TecLogic on **01672 564444** or a local qualified repairer.

If you have to return your Converse 225

Pack the unit securely, preferably in the original packaging. All parts must be returned. We cannot take responsibility for goods damaged in transit.

Technical information

How many telephones can you have?

All items of telephone equipment have a Ringer Equivalence Number (REN), which is used to calculate the number of items which may be connected to any one telephone line. Your Converse 225 has a REN of 1. A total REN of 4 is allowed, if the total REN of 4 is exceeded, the telephones may not ring. With different telephone types there is no guarantee of ringing, even when the REN is less than 4.

Switchboard compatibility

This product is intended for use within the UK for connection to the public telephone network and compatible switchboards, which support tone dialling and time break recall. If in doubt please consult your service provider.

BT Accessories and Replacement Items

For a full range of accessories and replacement items for BT products please call **0870 240 5522**, or visit:



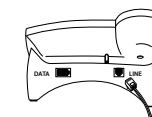
Wall-mounting

Note

Before you wall-mount your Converse 225 check that:

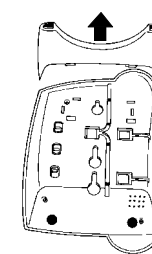
- you are not drilling into any hidden wiring*
- you do not need the facility of the data port.*

1 Unplug and remove the telephone line cord from the socket on the stand.



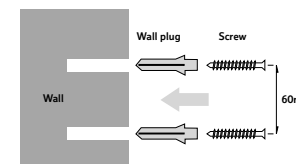
2 Unclip the line plug from the telephone base.

3 Unclip the stand from the base of the telephone and remove the stand.



4 Reconnect the telephone line to the line socket on the base of the phone.

5 Drill two holes in the wall 60mm vertically apart using a 8mm drill bit.



6 Insert the wall plugs if necessary, then insert the screws leaving about 5mm protruding from the wall on which to hang the phone.

7 Rotate the handset clip 180° so that it protrudes upward. This holds the handset in place when wall mounted.



8 Hang the holes on the back of the phone over the screwheads and gently pull the phone downward to make sure it is securely in place.

9 Hang the handset on the handset clip.

If you need to leave the phone whilst on a call you can hang the handset on the park at the top right hand corner of the product.

R&TTE Directive

Hereby, TMX, declares that this Converse 225 is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

A copy of The Declaration of Conformance for the Converse 225 is available from TMX, Alpha Business Park, 28 White House Road, Ipswich, IP1 5LT.



Offices worldwide

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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User Guide

BT CONVERSE 225



This product is intended for connection to analogue public switched telephone networks and private switchboards in the United Kingdom.