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

Converse 425

Corded Telephone

User Guide

Please open this page for an 'At a glance' guide to your Converse 425.

Converse 425 ~ 3rd Edition ~ 16th January '02 ~ 4118

At a glance

Handset park

When the phone is wall mounted you can hang the handset here if you need to leave the phone during a call.

Next

Inserts a space in a number when storing numbers in the memory.

Clear

Used to edit numbers when pre-dialling or when storing or editing numbers in the memory.

Handset hook

Rotates to hold the handset in place when wall mounted.

Volume

Used with the Navigator wheel to adjust the volume of the dial tone and your caller's voice.

Secrecy button (and light)

Allows you to talk to someone in the same room without your caller being able to hear the conversation.

Handsfree button (and light)

Allows you to talk to callers without lifting the handset.

Hearing aid compatible

Your Converse handset is hearing aid compatible.

Display

Shows 24 hour clock, battery low indicator, phone numbers, and names.

Headset (and light) button

Used when there is a headset connected.

Call indicator light

Flashes to indicate you have an incoming call.

Message Waiting indicator

(for compatible switchboard users only). Flashes when there is Voice Mail.

Call timer

Used to time the duration of a call.

Recall

For use with a switchboard/PBX, e.g. to transfer calls and some BT Select Services.

Redial

Redials the last number.
Repeat dials a number when the line is engaged.
Also lets you enter a Pause in a stored number.

Calculator button

Switches the calculator on and off.

Navigator Wheel

Quick access to the directory. Adjusts the volume of the caller's voice.
Displays range of calculator functions.

(Tick Button) Select

Dials telephone numbers displayed on the screen.
Also confirms options displayed on the screen in the directory and used to store entries in the directory and selects calculator functions.

Directory

Lets you store up to 75 names and numbers including pre-set BT Select Services:-
1471 Call Return, Call Diversion, Reminder Call and 1571 – Call Minder/ BT Answer.

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Hints and tips boxes

In this user guide, we've included helpful tips and important notes. They are shown in boxes like this.

Introduction

Your Converse 425 has been designed for ease of use and made to the high standards set by BT.

Please read the instructions carefully before use and keep this User Guide for future reference.

Unpacking your Converse 425

If anything is missing, please contact your place of purchase immediately.

Converse 425 telephone with telephone line attached.

Screws, wall plugs and plinth for wall-mounting.

3 x AAA batteries

For your records

Date of purchase:
Place of purchase:
Serial number (on the underside of the base unit):
Purchase price:

For guarantee purposes, proof of purchase is required, so please keep your receipt.

Safety information

General

Simply clean your Converse 425 with a damp (not wet) cloth, or an antistatic 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 425. This could expose you to high voltages or other risks.

Never dispose of batteries in a fire. There is a serious risk of explosion and/or the release of highly toxic chemicals.

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 425 close enough to a phone socket so that the line cord will reach.

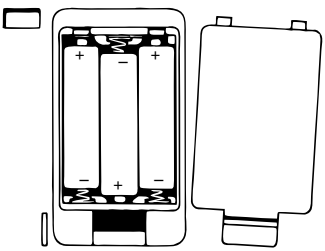
Your Converse 425 can be wall-mounted. See '*Wall-mounting*', on page 20.

1 Install the batteries

The display on your Converse 425 is powered by 3 x AAA alkaline batteries.

Make sure the phone is **not** plugged into the phone socket. Open the battery compartment cover.

Insert batteries as shown.

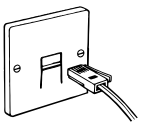


Close the lid and replace the compartment cover.

Note

When your batteries are within about two weeks of total exhaustion, **BATT LOW** *will appear in the display. If you do not replace the batteries and they become totally discharged your Converse 425 will not display anything on the screen.*

2 Plug your Converse 425 into the phone socket



3 Check the dialling mode

Your Converse 425 should be pre-set to **T-TB** which gives you **TONE** dialling.

This ensures the phone will work with all modern digital exchanges.

If your phone does not work when you dial a number, try setting the dialling mode to **T** or **P**.

4 Set the time

Press *and hold* the **Clock** button until the display shows TIME.

Release the **Clock** button. Display shows 00-00.

Enter the current time using the 24 hour clock,
eg. **0 9 3 0** = 9.30am,
1 5 3 0 = 3.30pm.

Press the ✔ button.

The time is set and displayed.

Your Converse 425 is now ready for use.

Using the telephone

To make a call

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

Dial the telephone number.

The display will show the number dialled.

Or

Preparatory dialling.

Without lifting the handset, dial the telephone number you want. The number is displayed.

Note

If you make a mistake, use the ◀ **Clear** *button to delete the last digit you have entered.*

Press the ✔ button.

The displayed number is dialled in 'handsfree' mode.

Note

There are three ways to make a call on your Converse 425: by lifting the handset, using the **Handsfree** *button or by using the* ✔ *button.*

To end a call

Replace the handset.

To receive a call

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

Hearing Aid Compatibility

As this telephone is fitted with an Inductive Coupler, Hearing Aid wearers may benefit from switching their hearing aid to the middle **T** *position and holding the earpiece up to the aid, not their ear.*

To set the call timer

You can time the duration of each call.

During a call, press the **Clock** button. The time of the previous call will be displayed.

Press the **Clock** button again to start the timer. You can stop the time by pressing the **Clock** button once more.

When you replace the handset or press the **Handsfree** button to end the call, the display shows the final duration of the call for a few seconds before returning to the normal clock setting.

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.

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 *and release* the **Secrecy** button.

The red **Secrecy** light will come on. Your caller cannot hear you.

To resume your conversation, press *and release* the **Secrecy** button again. The Secrecy light will go off.

Last number redial

Your Converse 425 stores the last number called which enables quick and easy redialling. A redial number can be no longer than 32 digits.

To redial the last number called

Press the **Handsfree** button.

Press the **Redial** button.

The last number you called is redialled.

To repeat dial a number

Note

This feature works in handset, handsfree and headset modes.

If the number you call is engaged, you can set your Converse 425 to dial a number repeatedly, saving you from continually having to press the **Redial** button.

When you hear the engaged tone, press the **Redial** button and replace the handset (or press the **Handsfree** button).

The display shows BUSY.

10 seconds after the handset is replaced, your Converse 425 automatically picks up the line, switches on the loudspeaker and redials the number.

If it is still engaged, you need do nothing, your phone will wait for 45 seconds before repeating the procedure.

This will be repeated every 45 seconds up to a maximum of 15 times or until the call is answered.

When your call is answered, you can speak to your caller by pressing **Handsfree** or lift the handset or press the **Headset** button and speak.

Note

To cancel repeat dial before your call is answered, lift the handset or press the **Handsfree** *button or press the* **Headset** *button.*

Handsfree talking

The handsfree feature allows you to make and receive calls without lifting the handset.

To make a handsfree call

Press the **Handsfree** button.

You will hear the dial tone.

Dial the telephone number. The number will be shown on the display.

When your call is answered you can either speak in handsfree mode or pick up the handset if you wish to speak to your caller privately.

To receive a call in handsfree mode

When the phone rings, press the **Handsfree** button and speak to answer the call.

Message Waiting indicator

When you have Voice Mail messages, the **Message Waiting** indicator flashes at regular intervals.

Note

This feature works with compatible switchboards only.

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 425 to set the volume you want: **HI**, **LOW** or **OFF**.

Note

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 or Low.

Use the ringer tone switch on the underside of your Converse 425 to set the ringer tone you want: **R1** for LOW or **R2** for HIGH.

To adjust your caller's speech volume

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

Press the **Volume** button.

The display shows VOLUME and the current volume level. Turn the **Navigator Wheel** clockwise to increase the volume or anti-clockwise to decrease it.

Directory

You can store 75 names and numbers in the directory. Please note that stored numbers can be no longer than 21 digits.

You can use the **Navigator Wheel** – or the keypad – to enter names and numbers. The **Navigator Wheel** also lets you scroll quickly through stored names and numbers.

Directory entries are automatically stored in alphabetical order. Numbers without attached names are stored at the beginning of the list.

Note

The directory is pre-programmed with some BT Select Services numbers (see 'Using BT Select Services' on page 15). These can be overwritten if you wish.

To store a name and number in the directory

Press *and hold* the **Directory** button. Display shows STORE and EDIT.

STORE will be flashing.

Release the **Directory** button.

Press the ✔ button.

Display shows the number of entries stored in the directory, followed by ENTER NUMBER.

Note

If you try to add a new entry and the directory is full, the display shows MEMORY FULL.

To continue, follow steps shown in 'To edit an entry in the directory' or 'To delete an entry in the directory'.

Enter the number you want using the keypad. Alternatively, turn the **Navigator Wheel** until the digit you want is displayed

then press the ✔ button. Repeat this step until the full telephone number is entered.

Press *and hold* the ✔ button until the display shows ENTER NAME.

Press and hold the ✔ button until the display shows STORE and EDIT.

Note

You can stop during any set of steps and return to standby by lifting the handset or pressing the **Handsfree** *button.*

You can now enter another name and number.

To edit an entry in the directory

Press *and hold* the **Directory** button. Display shows STORE and EDIT.

Release the **Directory** button.

Turn the **Navigator Wheel** so that EDIT is flashing.

Press the ✔ button.

Turn the **Navigator Wheel** to display the entry you want to change.

Press the ✔ button. The cursor flashes under the first digit of the number. If you need to move the cursor, either press the ✔ button or the **Next ▶** button to go forward or the **◀ Clear** button to delete a digit.

Enter the new digit above the flashing cursor using the keypad or by turning the **Navigator Wheel**.

Press the ✔ button.

When you have finished changing the number press *and hold* the ✔ button until the display shows the cursor flashing under the first letter of the name.

Enter the new letter above the flashing cursor using the keypad or by turning the **Navigator Wheel**.

Press the ✔ button.

When you have finished changing the name press *and hold* the ✔ button until the display returns to `STORE` and `EDIT`. You can now change another entry.

To view and dial a number from the directory

You can view all the names and numbers stored in your directory

Press the **Directory** button (your handset does not need to be in the cradle).

Turn the **Navigator Wheel** to display the entries.

Or

Press the **alphabet** letters on the keypad to go directly to an entry, i.e. press the **2** button 3 times to display entries beginning with `C`.

Press the ✔ button when the number you want is displayed. The phone switches to handsfree and dials the number.

To delete an entry from the directory

Press the **Directory** button to view your entries. Select the entry you want to delete and press the **Clear** button *twice*.

To store a pause in a stored number

A pause is sometimes required with some switchboards and Network Services.

A pause simply gives the switchboard a few seconds to pick up the outside line before dialling. Using the **Redial** button, you can insert a pause when you store a number in the directory.

Repeat the steps for storing a number in the directory but press the **Redial** button where you want to add a pause within the number.

Using the calculator

Your Converse 425 provides all the basic calculator functions – addition, subtraction, multiplication, division and percentages as well as Memory Recall.

+, --, X, /, =, %, AC, M-, M+ and MRC.

If the phone rings while you are using the calculator function, simply lift the receiver or press the **Handsfree** button as normal. Note that information entered in calculator mode will be lost.

To use the calculator

Press the **Calculator** button. The display changes to the calculator function.

Enter the number you want, i.e. **123**.

Turn the **Navigator Wheel** to display the function, i.e. **+**.

Press the ✔ button.

Enter the second number, i.e. **74**.

Turn the **Navigator Wheel** to display the function **=**.

Press the ✔ button.

Display shows the result 197.

To clear a calculation

Turn the **Navigator Wheel** to display AC.

Press the ✔ button.

To switch off the calculator

Press the **Calculator** button.

The calculator will also switch off automatically if no button is pressed for 1 minute.

Note

If your Converse 425 is connected to a switchboard, you must first switch off the calculator before transferring a call.

To use the MRC function

Your calculator provides a Memory Recall (**MRC**) function. This enables you to put calculations in the memory while you make other calculations, and then add them together or subtract one from the other.

For example:

Calculator

Press the **Calculator** button.

The display changes to the calculator function.

Enter the number you want, i.e. **50**.

Turn the **Navigator Wheel** to display the function M+.

Press the ✔ button.

Enter the second number, i.e. **20**.

Navigator Wheel still displays the function M+.

Press the ✔ button.

Turn the **Navigator Wheel** to MRC.

Press the ✔ button.

Display shows the total on memory 70.

Recall button

Recall

The **Recall** button is for use with switchboard services, e.g. to transfer calls and some BT Select Services.

Five minutes memory back-up

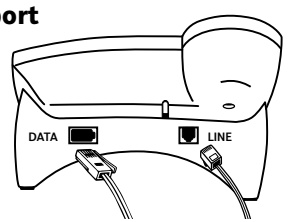
If you unplug your Converse 425 from the telephone socket and it has fully charged batteries, it will keep all the numbers you have stored in the memory. However, if you unplug your Converse 425 and your batteries are totally discharged, numbers stored in the memory will be maintained for about 5 minutes.

Pre-programmed BT Select Services 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 or Caller Display unit). Plug the other product into the socket marked DATA as shown below.

Data port



Using BT Select Services

Note

A switchboard can provide a similar range of functions to BT Select Services. If your Converse 425 is connected to a switchboard, you can simply use it as a normal extension.

Your Converse 425 gives you easy access to the following range of BT Select Services. Six of the **Directory** entries have been pre-programmed.

Service	*Code*
1471 – Call Return (No charge)	1471
Set Divert ***Cancel Divert*** (Quarterly subscription)	✶21✶ #21#
1571 – Call Minder/BT Answer (Quarterly subscription/No Charge)	1571
Reminder Call on (Pay per call)	✶55✶
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 edit an entry in the directory'*, on page 11.

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 access 1471

Press the **Handsfree** button or lift the handset.

Press the **Directory** button.

Turn the **Navigator Wheel** to select 1471 CALL RETURN.

Press the ✔ button to dial the number.

The 1471 CALL RETURN information is announced.

Call Diversion

You can use your Converse 425 to request the network to divert incoming calls to another number.

To switch Call Diversion on

Press the **Handsfree** button or lift the handset.

Press the **Directory** button.

Turn the **Navigator Wheel** to select ✶21✶ DIVERT ON.

Press the ✔ button to dial the number.

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

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

To switch Call Diversion off

Press the **Handsfree** button or lift the handset.

Press the **Directory** button.

Turn the **Navigator Wheel** to select **#**21**#** DIVERT OFF.

Press the ✔ button to dial the number.

Listen to the confirmation announcement of your instructions.

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 ring your 1571 service

Press the **Handsfree** button.

Press the **Directory** button.

Turn the **Navigator Wheel** to select 1571 CALL MINDER.

Press the ✔ button to dial the number.

Follow the voice prompts to play back, save, delete and skip forward through your messages.

Reminder Call

You can turn your Converse 425 into a 24-hour alarm clock that rings you back at the exact time you specify.

To set a Reminder Call

Press the **Handsfree** button or lift the handset.

Press the **Directory** button.

Turn the Navigator Wheel to select ✶55✶ REMINDER SET.

Press the ✔ button to dial the number.

Enter the time you want to be called back, using the 24-hour clock, e.g. **1 6 3 0** books a Reminder Call at 4.30 pm.

Press the **#** button and listen for confirmation.

Press the **Handsfree** button.

To cancel a Reminder Call

Press the **Handsfree** button or lift the handset.

Press the **Directory** button.

Turn the Navigator Wheel to select #55# REMINDER OFF.

Press the ✔ button to dial the number.

Listen for confirmation.

Other services

Three Way Calling
Lets you speak to 2 other callers at the same time.

Charge Advice
Instantly tells you the cost of your last call.

Call Waiting
During a call, a discreet 'beep' lets you know another person is trying to get through. You can put your original caller 'on hold' and switch to the new caller.

Note

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 Select Services buttons

If you have stored your own numbers over BT Select Services you can re-set them to the original BT numbers.

Follow the steps in *'To edit an entry in the directory'* and re-enter the Select Service Codes *see page 11*.

General information

Guarantee

Your Converse 425 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 425, 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 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 425

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 425 has a REN of 1.5. 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 or pulse dialling with earth or time break recall. If in doubt please consult your service provider.

R&TTE Directive

Hereby, TMX, declares that this Converse 425 is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

The Declaration of Conformance for the Converse 425 is available from TMX, Alpha Business Park, 28 White House Road, Ipswich, IP1 5LT.

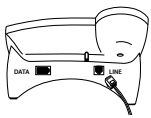
Wall-mounting

Note

Before you wall-mount your Converse 425 check that:

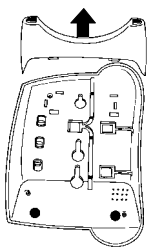
- *you are not drilling into any hidden wiring*
- *you do not need the facility of the data port.*

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



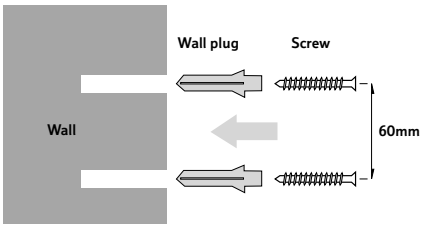
❷ Unclip the line plug from the telephone base.

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



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

❺ Drill two holes in the wall 60mm vertically apart using an 8mm drill bit.



❻ Insert the wall plugs if necessary, then insert the screws leaving about 8mm protruding from the wall on which to hang the phone.

❼ Rotate the handset clip 180˚ so that it protrudes upward. This holds the handset in place when wall-mounted.

❽ 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.

❾ 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.

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Offices worldwide

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