

01

Description



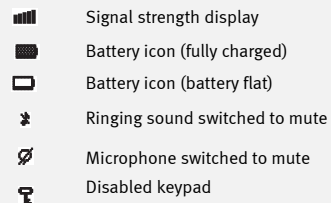
Please keep the **IPEI code** for future usage here:

The IPEI code is printed **outside the packaging board!**

(See also section "Unlock SwyxPhone D300 with the help of IPEI code")

02

Icons in display



03

Switch on and off

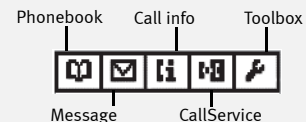
→ Hold down the button **NO** until the display lighting goes on or off.

04

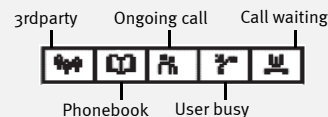
How to use the menu?

Open the menu mode by pressing **Menu** or the navigation buttons **◀▶**. The navigation buttons **◀▶** are likewise used for selecting the individual tabs. Within a tab, the first option is activated in each case. You can use the navigation buttons **↕** to move within the options. To select an option, press the button **YES** in each case. Press the button **NO** to go back to the previous step.

Menu options while the handset is on hook / idle



Menu options while the handset is lifted



05

I want to input text.

You need this function when you want to add, find or edit a name in the phonebook, for example.

→ The keys in the keypad are assigned one or more characters. Press a key repeatedly to reach another character on the key.

Example: You want to input the letter "E" in input mode. Press the key "3DEF" twice to do so. The keys "0" and "1" hold special characters.

- To activate upper/lower case: press the * key briefly.
- To insert blanks in the text: press the "1" key briefly.
- To delete a character: Briefly press the key **C**.

06

I want to lock the keypad.

When you carry the SwyxPhone D300 in your pocket, it can happen that buttons are accidentally pressed, causing a call to be triggered. To prevent this, you can set up a key lock.

→ Press the button **Menu** and select the option **Automatic** under **Toolbox** → **Locks** → **Key lock**.

→ Press the button **YES**.

Then if no key of the SwyxPhone D300 is pressed for 30 seconds, the keypad is automatically locked. Pressing a key then triggers no reaction at all.

The key lock is indicated in the display by the icon **Ⓚ** "Disabled keypad".

Unlock keypad

→ To unlock the keypad again, press first the * key and then **YES**.

Note: If a call comes in, the key lock is automatically removed. It is activated again 30 seconds after the call ends.

07

I would like to make a telephone call.

→ Enter the destination number you want. The number can be corrected with **C**.

→ Then press **YES** to start the call. The display shows the dialed number along with a counter representing the length of the call.

Note: When making outgoing external calls please remember you may have dial 9 to get public line access.

08

It's ringing, I would like to answer the call.

→ Press the button **YES**, when a ringing signal is heard, in order to take the call. The number appears in the display, and if the number is stored in the phonebook the caller's name is also displayed.

→ To use the loudspeaker function, press **4**.

09

I would like to end a call.

→ Press the button **NO**, to hang up the handset. The call is terminated.

10

I would like to call a number from a phonebook.

→ Press the button holding the first character of the desired subscriber's name, until all names beginning with this character are listed. Use the navigation button **▼** to scroll to the name you want.

→ Then press the button **YES**. The call will be initiated.

11

I would like to edit my Personal Phonebook.

The SwyxPhone D300 phonebook consists of a list that contains both global and personal phonebook entries. All entries are listed in alphabetical order. Global entries are marked in the list with a "Locked" icon, meaning that they cannot be edited, only retrieved. Only personal entries can be edited.

→ Press the button **Menu**. You will now be directly in the menu item **Phonebook**.

→ Scroll down with the **▼** button and choose **Edit, Add or Delete contact**. Confirm the selection by pressing **YES**.

Add contact

→ Select **New** to add a new contact.

→ Select **From call list** to create a contact from the caller list. Confirm the selection in each case by pressing **YES**.

Edit contact

→ To reach the name you want to edit, enter its first letter or scroll down with the **▼** button until you find it.

→ Confirm the selection by pressing **YES**.

→ Edit the name or the number, and save the changes by once again pressing **YES**.

Delete contact

→ To reach the name you want to delete, enter its first letter or scroll down with the **▼** button until you find it.

→ Confirm the selection by pressing **YES**. A security query follows. Answer this by pressing **YES**.

12

I would like to make a second telephone call.

You are already having a telephone conversation with a subscriber.

→ During an active conversation, press **R**. The connection is put on hold.

→ Now dial the number of the next subscriber. The call will be initiated.

- Switch between the subscribers by pressing the key combination **R** **2**.
- End the current conversation by pressing the key combination **R** **1**.
The connection that was previously on hold is automatically activated.

13 I would like to transfer a call.**Transfer with Inquiry**

- During an active conversation, press **R**. The connection is put on hold.
- Dial the number to which you want to forward the call.
- If the subscriber is available, press the key combination **R** **4**, to forward the call.
- To return to the caller, press the key combination **R** **1**.

Blind Call Transfer

- During the active conversation, press **R**. The connection is put on hold.
- Dial the number to which you want to forward the call. You will hear the dial tone.
- Press the key combination **R** **4**. The call is immediately forwarded without inquiry.

14 I would like to turn my speaker on.

You are telephoning and using the handset.

- Press the button **☺**, to activate the loudspeaker.
- By pressing the button a second time you can continue to telephone on the handset as usual.

15 Do I have an answering machine?

You have a personal answering machine, also called "Voicemail". Voicemails are delivered by e-mail. You can also check them by remote inquiry.

Note: The Option Pack SwyxVoicemail must be installed in order for voicemail functionality to be used. In addition, to activate the Voicemail functionality, an e-mail server must be available in your network.

16 I would like to listen to voicemails from another telephone.

- Call your own number and press ***** during the welcome message.
- Enter your PIN and complete the entry with the **#** key.
- Please follow the instructions of the Remote Inquiry.

Note: In order to take advantage of this, Remote Inquiry and Call Forwarding must be configured for you. For more detailed information on this, please see Online Help or contact your administrator.

17 I want to use a Bluetooth headset.*

For optimal use, you should carry the Bluetooth headset and the phone on the same side of the body. You obtain the best sound quality when there is little or no obstruction between telephone and headset.

Activate Bluetooth Headset

- Press the button **Menu** and under **F** **Toolbox** select the option **Bluetooth**.
 - Confirm the selection by pressing the button **YES**.
- Before you can use the headset, a link must first be established between headset and phone.

- To do this, place the Bluetooth headset and the phone side by side.
- In the phone under **Toolbox** → **Bluetooth** → **Headset**, select the option **Add**.
- Now set the headset into link mode (pair), and press **YES** on the phone. The headset is sought, and the name then appears in the phone display.
- Press the button **YES** to start the linking.
- After a few seconds, input of the headset PIN number is requested.
- Enter the PIN number and press **YES**.
- If the link-up was successful, the entry "Successful" appears in the phone display.
- The linked headset then appears in the menu item **Headset** of the phone.
- Select the headset, and press **YES**.
- Select **Connect**, and once again press **YES**.
The headset is now activated, and can be used.

Make a Call

- Dial the number on the phone, and press **YES**.
- If the text "Transfer call to phone?" is displayed, simply ignore this message to conduct the call with the headset. If you would like to conduct the call with the phone, press **YES** once again.

Pick up Call

- When a call comes in, the Bluetooth headset and phone ring together.
- To pick up the call with the headset, press the button on the headset.
- To pick up the call with the phone, press the button **YES**.

Terminate Call

- To end a call on the headset, press the button on the headset.
- To end a call on the phone, press **NO**.

18 Tips & Tricks**Select number from the caller list**

- Press the button **YES**. A list of the last 20 dialed, missed and answered calls is displayed. The different calls types are distinguished by the following symbols: Received call **+**, Outgoing call **+** and missed call **x**.
- Scroll with the buttons **↑** within the call list to reach the desired number. Confirm the selection by pressing the button **YES**.

Fast call using name

- Press the initial letter of the desired subscriber until the first name beginning with the selected letter appears in the display. You can then give the second and third letters of the name, and so on until you reach the name you want. If you then press **YES**, you will be connected.

Switch ringing signals on/off (Mute)

- Press the button **C**, to silence the telephone temporarily while it is ringing. The phone rings again on the next call.

* The Bluetooth function is an optional extension. To make use of it you need the Bluetooth module, which you must install in the SwyxPhone D300

- To mute the ringing signals permanently, press the button **C**. The question „Mute ringer?“ appears in the display. To confirm, press the button **YES**. The sign **✳** "Sound mute" in the display indicates that the ringing sound is switched off.
- To switch the ringing signal back on, once again press the button **C**.

Language selection

- Press the button **Menu** and select the language you want under **F** **Toolbox** → **Language**.
- Confirm the selection by pressing the button **YES**.

19 Settings**Adjust handset volume (during the call)**

- Press the upper volume button to increase the volume, and the lower volume button to reduce the volume.

Change the ring volume

- Press **Menu**, and select under **Toolbox** → **Sound & Alerts** → **Ringer volume**.
- Choose whether you want to change the volume for **Voice**, **Mail** or **Alarm clock**. Set the volume with the help of the buttons **◀▶**.
- Confirm the selection by pressing the button **YES**.

Ringin

- Press **Menu**, and select under **Toolbox** → **Sound & Alerts** → **Ring signals**.
- Choose whether you want to set a ringtone for internal, external or callbacks.
- Confirm the selection by pressing the button **YES**.

Switch vibrator on/off

- Press **Menu** and use the buttons **◀▶** to choose under **Toolbox** → **Sound & Alerts** → **Vibrator alert** whether you want to switch the vibrator on or off, or you want it on only when the phone is switched to mute (On when silent).
- Confirm the selection by pressing **YES**.

Unlock SwyxPhone D300 with the help of IPEI code

If a wrong PIN has been entered three times, the SwyxPhone D300 has to be unlocked by entering the IPEI code.

- **Enter IPEI Code:** is shown in the display.
- Please enter the **IPEI code** and press **YES**. The SwyxPhone D300 will be unlocked.

Note: Please note that the SwyxPhone D300 is not supported by the option pack SwyxCTI.

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