BT

Glide

User Guide

Welcome…

to your BT Glide Bluetooth® Cordless Home Phone
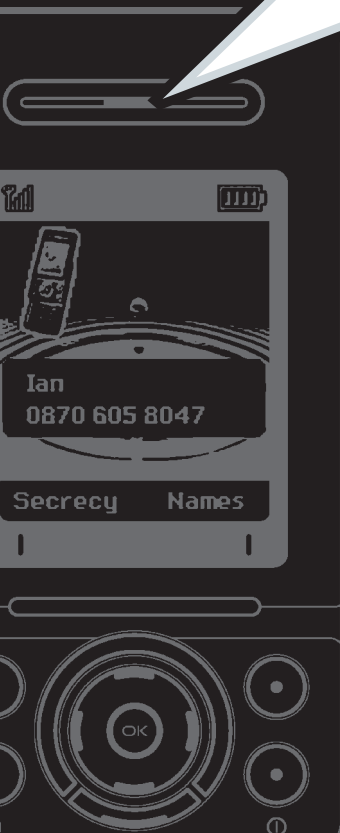
- Stylish slide-design phone – slide the handset open to reveal the hidden keypad.

- Large, full colour screen with icons.

- Phonebook to store up to 200 names each with home, mobile and work numbers for easy dialling.

- Answering machine with remote operation.

- Send and receive text messages using T9™ Text Input predictive text.

- *Bluetooth*® wireless technology lets you pair a compatible mobile phone and *Bluetooth*® headset.

- Copy contacts from your mobile SIM card to your BT Glide phonebook.

- Caller Display lets you see who's calling and the 50 number Calls list helps you to keep track of received calls*

- Polyphonic ringtones.

- 3 Games including Mars Lander and Solitaire.

  * Requires subscription to a Caller Display service. A quarterly fee may be payable.

This User Guide provides you with all the information you need to get the most from your phone.

You must first set up your phone before you can use it. This doesn't take long and is easy to do. Just follow the simple instructions on the next few pages.

Need help?
If you have any problems setting up or using your BT Glide, contact the Helpline on 0870 605 8047.

Alternatively, you may find the answer in 'Help' at the back of this guide.

Hearing aid user?
Please note that the BT Glide works by sending radio signals between the base and handset. These signals may interfere with some hearing aids, causing a humming noise.

Got everything?

- BT Glide base
- BT Glide handset
- Battery pack (already installed)
- Mains power adaptor
- Telephone line cord
- Earpiece headset
- Wrist strap
- CD with picture/ ringtone manager

If you have purchased a BT Glide multiple pack, you will also have the following for each additional handset:

- BT Glide charger
- Battery pack
- Mains power adaptor
- Earpiece headset
- Wrist strap

In this guide

If you experience any problems, please call the Helpline on **0870 605 8047**

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Location

You need to place your BT Glide within 2 metres of a mains power and telephone socket so that the cables will reach.

Make sure it is at least 1 metre away from other electrical appliances to avoid interference.

Your BT Glide works by sending radio signals between the handset and base. The strength of the signal depends on where you site the base. Putting it as high as possible ensures the best signal.

Setting up

1. Plug the mains power cable into the socket marked ⚡ on the underside of the base. The Power light comes on.

Power adaptor cable
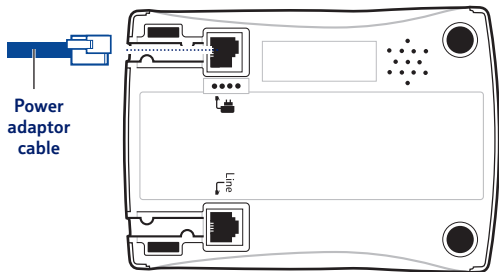
Route the cable through the channel on the base.

Plug the other end of the adaptor into the wall socket and switch the power on.

2. Remove the battery guard
   tab from the bottom of the
   handset.

**Rechargeable battery
already fitted**
Remove this tab and
charge battery for 24
hours before use
▼ PULL

Battery guard tab

3. Place the handset on the base to charge for at least
   24 hours. The charging light comes on. The handset
   is pre-registered to the base as BT Glide. The screen
   shows the standby display.

   The charging light stays on while the handset is being
   charged. Once fully charged the light will go off.

4. After 24 hours charging, plug one end of the
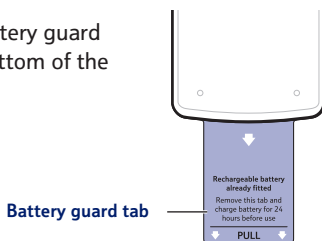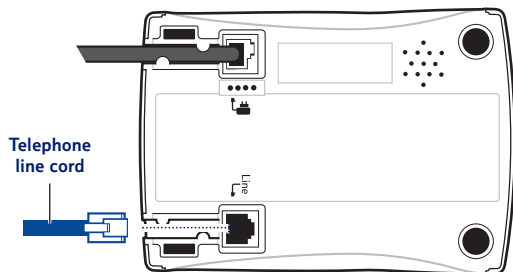   telephone line cord into the socket marked Line
   on the base and the other end into the telephone
   line wall socket.

   Only use the telephone line cord supplied.

**Telephone
line cord**

Route the cable through the channel on the base.

Battery low warning
The handset battery symbol has
only one red bar left and you
will hear a warning beep every
5 minutes. Start recharging
your handset right away or the
handset will shut down.

Battery low

Battery full

When charging, the battery
symbol is blue and it scrolls.

When you place a handset with
a completely flat battery on to
the base, the charge light will
come on but the handset will
not start. You must wait up to
10 minutes before the battery
has enough charge for the
handset to start.

Battery performance
Running the battery right down
at least once a week will help it
last as long as possible.

On a full charge, your BT Glide
handset gives you up to
7 hours talk time or up to
72 hours standby.

The charge capacity of a
rechargeable battery will
reduce with time as it wears
out, giving the handset less
talk/standby time. Eventually it
will need to be replaced.

The battery and handset may
become warm during charging.
This is normal.

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Battery performance (continued)
Only use a Li-ion rechargeable battery pack with a recommended capacity of 3.7V 1150mAh. Using an inappropriate battery will invalidate your guarantee and may damage the telephone.

Connect the wrist strap (optional)

Turn the handset over and thread the thin cord of the wrist strap through the hole on the top left corner. Then loop the thin cord over the thick strap and pull to secure.

Set the time and date manually

If you have subscribed to your network's Caller Display service, the time will be set automatically when you receive your first call. However, this will not set the date.

1. Press the **Menu** option button.

2. Use the **Navigation** buttons to highlight the Settings menu and press the **Select** option button or ⊙.

3. Press ⬇ to highlight Time & Date and press the **Select** option button. The current time setting is highlighted.

Your BT Glide uses the 24-hour clock.

4. Enter the time, eg. for 9.30pm, press **2**, **1**, **3** and **0**.

5. Press ⬇ to highlight the current date setting. Enter the date, eg. for 30 September 2005, press **30** / **09** / **05**.

6. Press the **Save** option button to confirm.

Helpline
If you are having difficulties setting up or using your BT Glide, please call the BT Glide Helpline on 0870 605 8047.

Your BT Glide is ready to use.

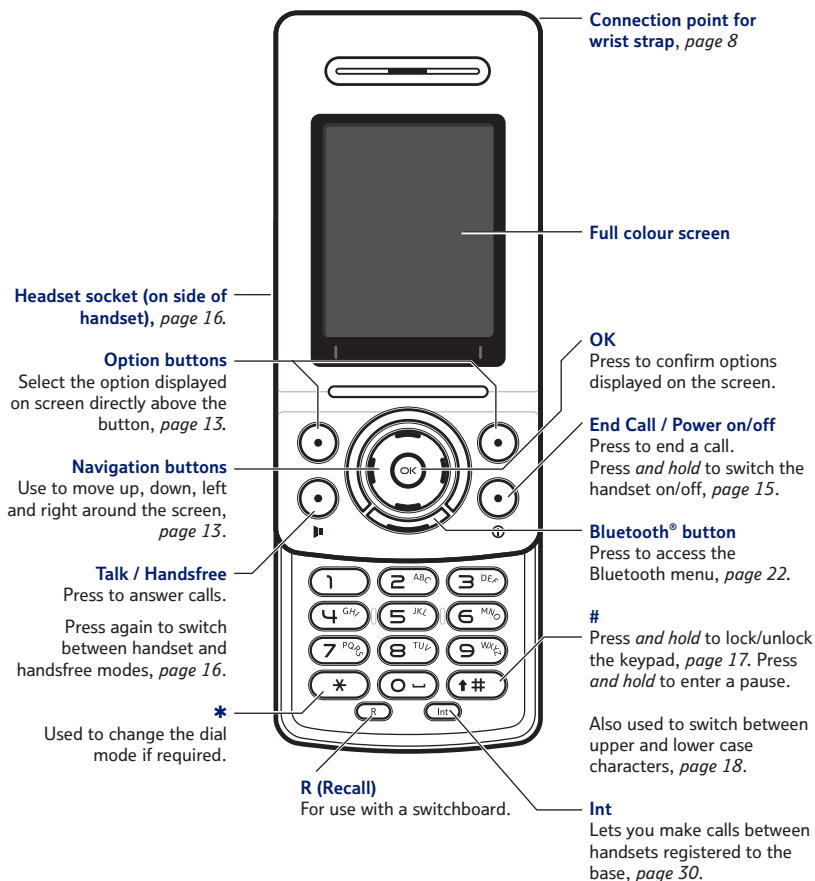## Additionally, if you have purchased a BT Glide multiple pack
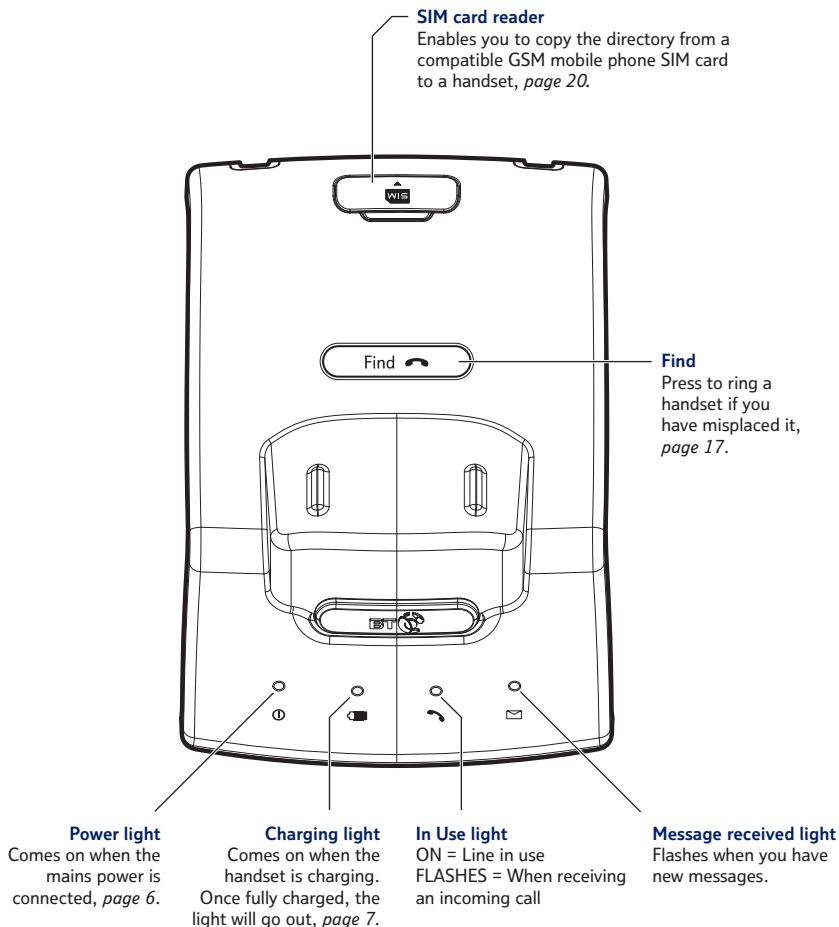
For each additional handset and charger:

1. Connect the power adaptor to the charger and switch on.

2. Remove the battery guard tab as instructed on *page 7*.

3. Place the handset on the charger and let the battery charge for at least 24 hours. The Charging light will come on.

   Your BT Glide additional handset comes pre-registered to the base.

10 Getting to know your phone

Handset buttons

Connection point for wrist strap, *page 8*

Full colour screen

Headset socket (on side of handset), *page 16*.

Option buttons
Select the option displayed on screen directly above the button, *page 13*.

Navigation buttons
Use to move up, down, left and right around the screen, *page 13*.

Talk / Handsfree
Press to answer calls.

Press again to switch between handset and handsfree modes, *page 16*.

✱
Used to change the dial mode if required.

R (Recall)
For use with a switchboard.

OK
Press to confirm options displayed on the screen.

End Call / Power on/off
Press to end a call. Press *and hold* to switch the handset on/off, *page 15*.

Bluetooth® button
Press to access the Bluetooth menu, *page 22*.

#
Press *and hold* to lock/unlock the keypad, *page 17*. Press *and hold* to enter a pause.

Also used to switch between upper and lower case characters, *page 18*.

Int
Lets you make calls between handsets registered to the base, *page 30*.

Base

SIM card reader
Enables you to copy the directory from a
compatible GSM mobile phone SIM card
to a handset, *page 20.*

Find ☎

Find
Press to ring a
handset if you
have misplaced it,
page 17.

Power light
Comes on when the
mains power is
connected, *page 6.*

Charging light
Comes on when the
handset is charging.
Once fully charged, the
light will go out, *page 7.*

In Use light
ON = Line in use
FLASHES = When receiving
an incoming call

Message received light
Flashes when you have
new messages.

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Handset standby screen and icons

Handsfree on

Answering machine on

Bluetooth range indication

Handset ringer off

Keypad locked

Battery status

Handset name
If you wish, the handset name can be changed, *page 58*.

BT Glide

You have new text message(s)

You have missed calls

You have new answering machine message(s)

06 Nov 13:35

Date and time

Menu option
Press the left-hand option button to open the main menu, *see next page*.

Menu   **Names**

Names option
Press the right-hand option button to open the phonebook.

Navigating the menus and selecting options

Your BT Glide has a handset menu system that is easy to use. The menus are shown as icons on the display. Each menu leads to a list of options, which can be seen on the following page.

1. In the bottom left of the standby screen, the **Menu** option is displayed. Press the option button ● beneath **Menu** to open the main menu.

2. Use the **Up/Down/Left/Right** navigation buttons to highlight a menu icon. The name of the highlighted menu is shown on the top line of the display.

3. To open the highlighted menu, press the **Select** option or press the ● button.

4. The options within the menu you have chosen are then displayed in a list. Use the ⬛ and ⬛ buttons to scroll through the list. When the option you want is highlighted, press **Select** or ●.

   Press **Back** (if displayed) to go back to the previous screen.

To exit a menu

To exit the menu and return to standby at any time, press ● or close the BT Glide handset.
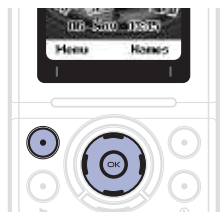
Select the option displayed on screen by pressing the button underneath it.

For example, to open the main menu select **Menu** by pressing the option button below it, as shown.

The use the navigation buttons to scroll Up/Down/Left/Right.

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Handset menu

Settings *(page 58)*
Handset
Base
Time & Date
Network Services
Answer Machine
Text Messaging
Phonebook
Reset All Settings

Calls Lists *(page 31)*
Received Calls
Missed Calls
Dialled Calls
Delete Calls Lists

Bluetooth® *(page 22)*
Mobile Synch
Pair with Mobile
Send via Bluetooth
Pair Headset
Connect Headset
Disconnect Headset
Register Headset
De-Register

Text Messaging *(page 36)*
Write Message
Inbox
Outbox
Templates

Phonebook *(page 18)*
Add Entry
Mobile Synch
Copy from Handset
Copy from SIM
Names
Search
Delete Phonebook
Status
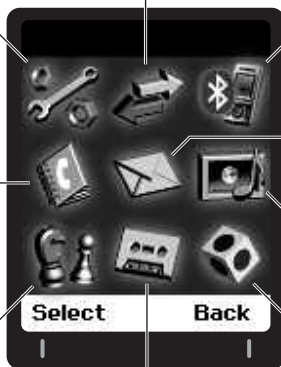
Images & Sounds *(page 56)*
Melodies
Pictures
Memory Status

Select   Back

Games *(page 63)*
Mars Lander
Apples and Pears
Solitaire

Answer Machine *(page 48)*
Play Messages
Delete Messages
Answer On/Off
Outgoing Message

Network Services *(page 33)*
Helpline Number
BT 1471
Call Diversion On
Call Diversion Off
Call Diversion Check
Call Waiting On
Call Waiting Off
Call Waiting Check
Reminder Call Set
Reminder Call Clear

Using the phone

Switch handset on/off

1. Press *and hold* 🔘 to switch the handset off.

2. Press 🔘 again to switch the handset back on.

Make a call

1. Slide the handset open and enter the telephone number using the keypad.

2. Press 🔘 to dial.

Dialling numbers quickly
Numbers can be dialled direct from the phonebook (*page 19*), the Calls list (*page 31)* or the redial list (*page 17*).

End a call

1. Press 🔘 or slide the handset closed or place the handset back on the base.

Call timer
The call timer shows the duration of your call on your handset display.

Receiving calls

If you have subscribed to your network's Caller Display service, the caller's details are displayed.

1. Press 🔘 or slide the handset open to answer the call.

   Or if the handset is on the base, simply lift up the handset to take the call (if auto-talk is switched on).

Auto-answer
You can answer a call just by lifting the handset off the base. If you would rather press 🔘 to receive a call when the handset is on the base, you need to switch Auto-talk off, *page 59*.

Divert call to the answering machine

1. Press 🔘 when the phone is ringing to divert a call to the answering machine. The call will be diverted even if the answering machine is switched off.

Handsfree

Handsfree switches on the handset loudspeaker so you can talk to your caller without holding the handset. It also enables other people in the room to listen to both sides of your conversation.

To make a handsfree call:

To switch to handsfree during a call press 🔘.

Switch back to the handset at any time by pressing 🔘 again.

1. Press 🔘 *twice*. The display shows the ◀ icon. Your call can be heard over the handset's loudspeaker.

2. To switch back to the handset at any time, press 🔘 again.

Headset socket

1. Peel back the rubber bung on the side of the handset and plug the earpiece headset (supplied) into the socket.

2. Make and receive calls as normal.

Adjust earpiece/handsfree volume

1. During a call, press the 🔳 or 🔳 navigation button to raise or lower the volume. The current setting is displayed.

Secrecy

During a call, use secrecy to talk to someone nearby without your caller hearing you.

1. During the call, press **Secrecy**. Your caller cannot hear you.

2. Press **Off** to return to your caller.

If you are using your Bluetooth headset the secrecy function will not work, it only applies to handset and handsfree usage.

Redial a number

You can redial up to 20 of the last numbers called from your handset.

1. Press 📞 to open the redial list.

2. Scroll 📞 or 📩 to highlight the number or name you want.

3. Press 🔘 or press the **Select** option button to dial the number.

Once the list is full, new dialled numbers replace the oldest.

If you have stored a name in the phonebook to go with the number, the name will be displayed instead, see phonebook, *page 18*.

Keypad lock

1. From the standby screen, press *and hold* ⬤ to lock/unlock the keypad.

   When the keypad is locked, the 🔒 icon will be displayed.

Find handsets

1. Briefly press ⬤ Find on the base. All handsets registered to the base will ring and display Paging.

2. Press 🔘 to stop the ringing.

18 Using the phonebook

Each BT Glide handset can store up to 200 names along with home, mobile and work numbers. You can store new entries in many ways:

- Adding an entry manually (see below)

- Copy phonebook from another BT Glide handset (*see page 20*)

- Copy phonebook from compatible mobile phone SIM cards (*see page 20*)

- Synchronise contacts with a mobile phone enabled with Bluetooth® wireless technology (*see page 26*)

- Receive names and numbers (vCard) via Bluetooth® wireless technology (*see page 25*).

Names can be up to 16 characters long and numbers up to 20 digits.

Entering names
Use the keypad letters to enter names, e.g. to store TOM:

Press ⑧ *once* to enter T.

Press ⑥ *three* times to enter O.

Press ⑥ *once* to enter M.

If you make a mistake, press **Clear** to delete the last character or digit.

Press ⑴⁂ to switch between upper and lower case letters.

Press ⓪ to insert a space.

You can also enter a pause in a stored number (see *page 72* for more information).

Add a new entry manually

1. Press **Menu** and use the **Navigation** buttons to highlight the Phonebook menu. Press **Select** or ⊙.

2. Add Entry is highlighted, press **Select** or ⊙.

3. Use the keypad to enter a contact name and any numbers for the contact.

   If you subscribe to your network's Caller Display service and want the names in your phonebook displayed instead of the phone numbers, you must store the full telephone number including the dialling code.

4. Press **Save** to store the new entry.

Dial a phonebook entry

1. Press **Names**, scroll 🔺 or 🔻 to the person you want to call and press 📞.

2. The display will show a list of numbers. Scroll 🔺 or 🔻 to the number you want to dial and press 📞, then **Select** or 🔘 to dial.

View an entry

1. Press **Names** and scroll 🔺 or 🔻 to the entry you want to view and press **Options**.

2. Scroll 🔻 to View Entry and press **Select** to view the contact's details.

Modify/edit an entry

1. Press **Names** and scroll 🔺 or 🔻 to the entry you want to modify and press **Options**.

2. Scroll 🔻 to Modify Entry and press **Select**.

3. Use the 🔺 and 🔻 buttons to move between fields and **Clear** to delete any incorrect characters or digits. Press **Save** to store the modified details.

Delete an entry

1. Press **Names** and scroll 🔺 or 🔻 to the entry you want to delete and press **Options**.

2. Scroll 🔻 to Delete Entry and press **Select**.

3. The display shows Delete Entry?. Press **Yes** to delete the contact or **No** to return to the previous screen.

Quick-search the phonebook
If you have many stored entries you can search the phonebook alphabetically. Use the keypad to enter the first letter of the name, eg. press 7⃣ *four times* to jump to names beginning with S. If there is more than one name scroll to the required entry.

20   Using the phonebook

Delete all phonebook entries

1. Press **Menu** and use the **Navigation** buttons to highlight the 🌀 menu. Press **Select** or ⊙.

2. Scroll 📩 to Delete Phonebook and press **Select** . Really delete all? is displayed.

3. Press **Yes** to delete all contacts or **No** to return to the previous screen.

Copy the phonebook from another BT Glide handset

Both BT Glide handsets have to be registered to the same base.

1. Press **Menu** and use the **Navigation** buttons to highlight the 🌀 menu. Press **Select** or ⊙.

2. Scroll 📩 to Copy from Handset and press **Select** or ⊙. A list of registered handsets is displayed.

3. Use the 📞 and 📩 buttons to select from the list of handsets displayed.

4. Press **Select** to begin copying.

Copy entries from a SIM card

IMPORTANT
Your BT Glide will only copy numbers stored on your SIM card. If fewer numbers than you expect copy into your BT Glide, check that all numbers are stored on your SIM and not on your mobile phone. Refer to your mobile phone user guide for instructions on how to do this.

WARNING
Keep SIM cards away from small children as they are a possible choking hazard.

You can copy the SIM directory of a compatible GSM mobile phone to a BT Glide handset. Entries are copied one by one from the SIM card.

To be able to copy your SIM card, you must first disable the SIM card lock on your mobile phone. Refer to your mobile phone user guide for instructions on how to do this.

1. Press **Menu** and use the **Navigation** buttons to highlight the 🌐 menu. Press **Select** or ●.

2. Scroll ▼ to Copy from SIM and press **Select** to begin copying.

If the handset phonebook becomes full during copying, Memory full is displayed and copying stops.

Send an entry from one BT Glide handset to another BT Glide handset

1. Press **Names** and scroll ▲ or ▼ to the entry you want to send and press **Options**.

2. Scroll ▼ to Send to handset and press **Select** or ●. A list of registered handsets is displayed.

3. Use the ▲ and ▼ buttons to select the handset you want to send the contact to.

4. Press **Select** to send the contact.

Set dialling codes

1. Press **Menu** and use the **Navigation** buttons to highlight the 🔧 Settings menu. Press **Select** or ●.

2. Scroll ▼ to Phonebook and press **Select** or ●.

3. Scroll ▼ to Dialling codes and press **Select** or ●.

4. Use the ▲ and ▼ buttons to move between the text fields and enter the correct International, Local and Country codes.

5. Press the **Save** option button to confirm.

For the UK, the correct dialling codes are:
International code: 00
Local code: 0
Country code: 44

22 Using Bluetooth®

Bluetooth® range
Bluetooth wireless technology provides a typical range of around 10 metres from the base, although this will vary depending on your environment.

When pairing a Bluetooth headset, the distance from the base can be critical. Some headsets need to be 0.5m away.

IMPORTANT
Familiarise yourself with the pairing instructions before attempting this process.

IMPORTANT
Due to variations between different manufacturer's mobile phone devices, please refer to the user guide for your specific mobile phone for exact instructions on switching Bluetooth on and selecting a device to pair with.

Your BT Glide has built-in *Bluetooth®* wireless technology which makes it possible to connect your phone wirelessly with other Bluetooth devices. You can use your BT Glide with one Bluetooth enabled mobile phone and one Bluetooth headset.

Once a mobile phone or headset is paired with your BT Glide you can:

- use your Bluetooth headset to answer calls on your BT Glide

- copy your mobile directory to the BT Glide

- send and receive vCards with any Bluetooth device – it does not have to be paired with the BT Glide.

Pairing

Pairing is the process for connecting two Bluetooth enabled devices together, for example a mobile phone or Bluetooth headset to your BT Glide. You must complete the pairing procedure before the two devices can be used together. Pairing only has to be completed once for each mobile phone or Bluetooth headset.

Pairing a Bluetooth® mobile phone

On your mobile phone:

1. Make sure your mobile is in range – i.e within 10m of the BT Glide. Following your mobile phone user guide, switch Bluetooth on and make sure your mobile phone is set to 'visible' or 'discoverable'.

Then search for/discover other devices. *Do not* select BT Glide yet.

On your BT Glide:

1. Press either the **Bluetooth** button, or press **Menu** and use the **Navigation** buttons to highlight the Bluetooth menu. Press **Select** or ●.

2. Scroll ◣ to Pair with Mobile and press **Select** or ●.

3. The display shows Is Mobile Discoverable?. Press **Yes** to confirm the mobile handset is discoverable. The handset searches for and then displays a list of all visible Bluetooth® devices.

4. Scroll ◤ or ◣ to select the mobile you want to pair with and press **Select**. The display returns to the previous screen.

Pairing a Bluetooth® headset

1. Press **Menu** and use the **Navigation** buttons to highlight the Bluetooth menu. Press **Select** or ●.

2. Scroll ◣ to Pair Headset and press **Select** or ●.

3. The display shows Make Headset Discoverable.

4. Put your Bluetooth headset into discoverable mode. Your headset will flash.

5. On your BT Glide handset, press ● to confirm.

6. Enter the PIN code for your headset (will depend on your headset, eg. 0000).

7. Press ● to confirm. The headset is now ready for use.
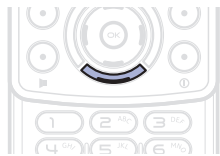
Location of the Bluetooth button

The BT Glide secrecy function does not work whilst you are on a call using a Bluetooth headset.

You cannot transfer a call that has been answered via a Bluetooth headset back to the BT Glide handset.

Location of the Bluetooth button

Using your Bluetooth® headset

Once paired, you can use a Bluetooth headset to receive calls via the BT Glide. (*See 'Pairing a Bluetooth Headset' on page 23*).

When your BT Glide rings you can press the **Answer** button on your Bluetooth headset to answer calls. You will have to be in a 10m range of the base, and this will vary depending on your environment

You cannot *initiate* calls via your Bluetooth headset, but if you have received or initiated a call via the BT Glide handset you can transfer the call to a paired Bluetooth headset.

1. Whilst in a call, press the **Bluetooth** button (see left). This will transfer the call to the Bluetooth headset and the BT Glide will display a Bluetooth headset symbol.

2. To transfer the call back to the Bluetooth headset, press the **Bluetooth** on the BT Glide and this will return the call to the handset/handsfree.

vCards

Send a vCard to another Bluetooth® device

1. Press **Names** and scroll 🖰 or 🖰 to the entry you want to send and press **Options**.

2. Scroll 🖰 to Send via Bluetooth and press **Select** or ⦿. The handset searches for all visible Bluetooth® devices.

3. Use the 🖰 and 🖰 buttons to select the device you want to send the vCard to.

4. Press **Select** to send the vCard. Display shows Sending Entry. When received, your mobile will show Business Card Received.

Receive a vCard

1. Press **Menu** and use the **Navigation** buttons to highlight the 📱 Bluetooth menu. Press **Select** or ⦿.

2. Scroll 🖰 to Mobile Sync and press **Select** or ⦿.

3. Scroll 🖰 to Receive Contacts and press **Select** or ⦿. Display shows Waiting for Entry.

4. On your *mobile*, scroll to the entry you want to send and select Send as Business Card or vCard (depending on your mobile). Select Send via Bluetooth. Your mobile will search for devices and find 'BT Glide'. Select Send.

5. Your BT Glide will show the name of the entry sent. Press **Yes**. Display shows Entry Saved.

vCards are 'virtual address cards' – these are a standard method of exchanging contact details between devices and applications.

A vCard is a phonebook entry on your BT Glide or mobile phone which can include a name and home, work and mobile numbers.

vCards can be exchanged between compatible Bluetooth mobiles and pairing is *not* required for this. You cannot send vCards from a PC to the BT Glide.

Please note
To be able to use Bluetooth® wireless technology to add phonebook entries you will first need to 'pair' your BT Glide with a mobile phone which has Bluetooth® wireless technology, so they can be used together. See *page 22* for the 'pairing' procedure.

Mobiles have two lists of contacts, one on the phone in the phone book and the other on the SIM card. Mobiles differ in how they handle these two lists when Synchronising. If contacts are missed during Synchronisation, check that they are in both lists.

Phonebook Synchronisation

### Add entries from another Bluetooth® device via Phonebook Synchronisation

Using Phonebook Sync, you can copy all phonebook entries from a mobile phone using Bluetooth® wireless technology. You can also set your BT Glide to sync phonebooks automatically every 12 hours.

Once you have paired your BT Glide with a mobile:

1. Press **Menu** and use the **Navigation** buttons to highlight the 🌀 menu. Press **Select** or ⊙.

2. Scroll 🔽 to Mobile Synch and press **Select** or ⊙.

3. Use the 🔼 and 🔽 buttons to select All Entries and press **Select** to begin synchronisation. Display shows Synch in mobile.

4. Your mobile might ask you for a PIN, if so enter 0000.

5. Your mobile will display Connect with Base. Select **Accept** on your mobile.

Set the synchronisation interval

Select whether you want to initiate phonebook entry transfer manually, or automatically every 12 hours.

1. Press **Menu** and use the **Navigation** buttons to highlight the 🔧 Settings menu. Press **Select** or ⊙.

2. Scroll 🔽 to Phonebook and press **Select** or ⊙.

3. Scroll 🔽 to Synch Interval and press **Select** or ⊙.

4. Use the ◀ and ▶ buttons to select Off (for manual transfer) or 12 hours and press **Save** to confirm.

Using your BT Glide with a PC

Install the BT Glide Phone Manager from the supplied CD – this is auto-install.

The following procedure only needs to be followed the first time you use the PC upload software with your BT Glide.

First time set-up

1. Once the BT Glide Manager has been started, double-click on the **Mobile Connection Manager** icon on your PC's task bar.

2. Double-click on **Add connection**, select **Bluetooth connection**, then select either **Widcomm Driver Stack** or **Microsoft Driver Stack** depending on how your PC is configured.

3. Make the BT Glide base 'discoverable' by *holding down* the ⬛Find☎ button on the base until you hear a beep. The In Use light on the front of the base will flash indicating that the unit is discoverable.

4. Wait for the BT Glide Phone Manager to detect the Glide base. Once detected, it will be displayed in the Active devices window. Click **OK**.

   Once this procedure is completed, you can upload pictures and ringtones from your PC to your BT Glide handset.

Following times you use the software
Once you have established an initial connection as described opposite, the next time you use the BT Glide Phone Manager software it will remember your BT Glide so you do not need to make it discoverable or select which Bluetooth stack to use.

The base is usually detected quickly, but it can take a number of minutes on some occasions. If the In use light on the base stops flashing during the detection process, repeat step 3.

Transfer images and ringtones from your PC to the BT Glide

You can only transfer images and ringtones to your BT Glide. You cannot transfer vCards from a PC to the BT Glide.

1. Open the BT Glide Phone Manager and select the image or ringtone you want to transfer to your BT Glide. You can modify the image (brightness, contrast, rotate, zoom in and out) and preview before sending. You can also preview the ringtones.

Please note
You can only replace existing images and ringtones, you cannot add more.

2. Press **Menu** on the BT Glide handset, highlight the 📷 menu and press **Select**. Scroll ▼ to Pictures and select a picture. Press **Options**, then select Replace Picture. Display will show Waiting to receive picture.

3. On the PC, click **Send**, a pop-up box appears offering Bluetooth devices which you can transfer to. Select **BT Glide** and click **OK**. A progress bar is displayed and the image/ringtone begins to transfer via Bluetooth.

4. A progress bar appears on the handset display. Once complete, Transfer successful is displayed.

Using Phone Manager with multiple Bluetooth devices

If you have multiple Bluetooth devices (eg. multiple BT Glide bases or several mobile phones) you may find it more convenient to configure the BT Glide Phone Manager so it does not attempt to communicate with other devices.

1. Start the BT Glide Phone Manager, then double-click on the **Mobile Connection Manager** icon on your PC's taskbar.

2. Right-click on the listed connection (e.g. Microsoft XP Bluetooth connection) and select **Properties**.

3. De-select any devices that you *do not* want your BT Glide Phone Manager to communicate with.

Additional BT Glide handsets

Register another BT Glide handset

1. Press **Menu** and use the **Navigation** buttons to highlight the 📶 Bluetooth menu. Press **Select** or 🆗.

2. Scroll 🔽 to Register Handset and press **Select** or 🆗.

3. The display shows Press *and hold* the ⬛Find 📞 button on the base until it beeps.

4. Press and *hold down* the ⬛Find 📞 button on the base until it beeps.

5. The handset searches and displays a list of all visible Bluetooth® devices. Scroll 🔼 or 🔽 to the base you want to register and press 🆗.

6. Enter the 4-digit base PIN (default PIN: **0000**) and press **OK** to confirm. The handset is now ready for use.

De-register a BT Glide Handset

1. Press **Menu** and use the **Navigation** buttons to highlight the 📶 Bluetooth menu. Press **Select** or 🆗.

2. Scroll 🔽 to De-register Handset and press **Select** or 🆗.

3. The display shows De-register handset?. Press **Yes** to de-register or **No** to return to the previous screen.

Internal calls

If you have two or more handsets registered to your base, you can make internal calls. Two handsets can be holding an internal call while a third handset is making an external call. You can have two handsets in conference with an external call, or transfer an external call between handsets.

Call another handset

1. Slide the handset open and press ⬛.

2. A list of registered handsets is displayed, scroll 🔺 or 🔻 to the handset you want to call and press **Select** or ⬛.

Transfer a call or start a 3-Way call

You can put an external caller on hold, talk to another handset user, then hold a call between all three.

1. During a call, press ⬛, your caller is put on hold.

2. A list of registered handsets is displayed, scroll 🔺 or 🔻 to the handset you want to transfer the call to or invite to join the call and press **Select** or ⬛.

   The called handset must press 📞 to answer.

3. When the other handset answers, you will be able to talk to the other handset and the external call will be on hold. Press **Options** and scroll 🔺 or 🔻 to:

   Conference to start the conference call;

   Transfer to transfer the call;

   Switch Call to switch between talking to the other handset and external line.

Using the calls list

The calls list stores up to 50 entries containing received and missed calls. The list is shared between all handsets registered to the base. When the Calls list is full, new calls automatically replace the oldest calls.

The calls list uses Caller Display information. Caller Display shows who is calling before you answer the phone and also the name if stored in the phonebook.

Missed calls list

If you are away from your phone and miss a call, the handset will display the 📞 icon showing the number of missed calls you have received.

1. Press **Read** to see the list of missed calls.

   Or, press **Back** to return to the standby screen. The 📞 icon will be displayed to remind you that you have missed calls in the calls list.

Using the calls list

1. Press **Menu**, use the **Navigation** buttons to highlight the Calls List menu and press **Select** or ⊙.

2. You can view your calls by category: Received Calls, Missed Calls, or Dialled Calls. Press 📞 or 📞 to highlight the list you want view and press **Select**.

3. Use 📞 and 📞 to scroll through the list. When viewing an entry, press **Options** to access any of the following options:

   Call – to call the number.

To use Caller Display and make the most of the calls list feature you must first subscribe to your network provider's Caller Display service. A quarterly fee may be payable.

For more details on BT's Calling Features, including BT Caller Display, call BT free on 0800 800 150.

Caller information
With some incoming calls, the telephone number of the caller is not available and cannot therefore be displayed. In this case your BT Glide provides you with some explanatory information.

Unavail – The number is unavailable.

Withheld – The caller has withheld their number.

Display can show numbers up to 20 digits and names up to 16 characters.

Save – to save to phonebook.

Send a Message – to send a text message to the number (see *page 36* for more information).

Details – to view the number, time and date and duration of the call.

Delete – to delete the entry.

4. Scroll to the required option and press **Select** or ⊙.

Deleting Calls lists

1. Press **Menu**, use the **Navigation** buttons to highlight the Calls List menu and press **Select** or ⊙.

2. Scroll to Delete Calls Lists and press **Select** or ⊙.

3. Use and to highlight the list you want to delete or highlight Delete All Lists to delete all 3 lists. Press **Delete**.

4. The display shows Are you sure?. Press **Yes** to delete the selected list or press **No** to return to the previous screen.

BT Calling Features

Your BT Glide has a range of pre-stored numbers in the Calling Features sub-menu to help you take advantage of BT services. These are:

- Helpline number
- BT 1471
- Call Diversion On
- Call Diversion Off
- Call Diversion Check
- Call Waiting On
- Call Waiting Off
- Call Waiting Check
- Reminder Call Set
- Reminder Call Clear

The Calling Features menu works in the same way as the main phonebook and can store up to 10 entries. Or if you prefer, you can delete the pre-stored entries and replace them with your own numbers.

Helpline

1. Press **Menu**, use the **Navigation** buttons to highlight the Network Services menu and press **Select** or .

2. Display will show Helpline, press **Select** to dial the BT Glide Helpline number.

1471

1. Press **Menu**, use the **Navigation** buttons to highlight the Network Services menu and press **Select** or .

2. Scroll to 1471 and press **Dial**.

Many of these Calling Features require subscription from your network provider and in most cases a quarterly fee is payable.

For more details on BT's Calling Features call BT free on 0800 800 150.

Check with your network provider for details. For further information, see the BT Calling Features User Guide supplied when you subscribe to the services of your choice.

1471 lets you hear an announcement giving details about your last caller.

34   BT Calling Features

You can set incoming calls to be diverted to another number where you can be reached.

Call Diversion

1. Press **Menu**, use the **Navigation** buttons to highlight the Network Services menu and press **Select** or .

2. Scroll to one of the following options:

   Call Diversion On – set the phone number and switch the service on.

   Call Diversion Off – switch the service off.

   Call Diversion Check – to hear the number you have set your calls to be diverted to.

3. Press **Dial** or . The Call Diversion code you have selected is dialled. Listen to the announcement and follow the instructions given.

Call Waiting

Call Waiting lets you know if another person is trying to contact you while you are on a call. If a second caller rings you will hear a beep in the handset. Providing you have Caller Display, the screen will show the caller's details.

IMPORTANT
If your phone is connected to the same line as your computer, you should turn Call Waiting off before going on line to prevent data corruption.

1. Press **Menu**, use the **Navigation** buttons to highlight the Network Services menu and press **Select** or .

2. Scroll to one of the following options:

   Call Waiting On

   Call Waiting Off

   Call Waiting Check – to check if the service is switched on or off.

3. Press **Dial** or . The Call Waiting code you have selected is dialled. Listen to the announcement and follow the instructions given.

Reminder Call

1. Press **Menu**, use the **Navigation** buttons to highlight the 🌐 Network Services menu and press **Select** or ⚫.

2. Scroll ⬇ to one of the following options:

   Reminder Call Set

   Reminder Call Clear

   Reminder Call Check

3. Press **Dial** or ⚫. The Reminder Call code you have selected is dialled. Listen to the announcement and follow the instructions given.

You can set your phone to ring at a specific time, for example, to remind you of an appointment.

Change numbers

1. Press **Menu** and use the **Navigation** buttons to highlight the ⚙ Settings menu. Press **Select** or ⚫.

2. Scroll ⬇ to Network Services and press **Select**.

3. Scroll ⬇ to Dialled Services and press **Select**.

4. Scroll ⬆ or ⬇ to the number you want to edit and press **Select** or ⚫.

5. Press **Clear** to delete the current service number and use the keypad to enter a new one.

6. Press **Save** to confirm.

You can change the numbers stored in the Calling Features menu, for example to your networks' equivalent codes or different numbers altogether. Please note, however, that you cannot change the headings.

36 Text messaging

IMPORTANT
You must subscribe to your Network Provider's Caller Display service so that you can use text messaging. A quarterly fee may be payable, please contact your network provider for more details.

When you are using text messaging you must not withhold your telephone number or the service will not allow you to connect.

Messages to non-compatible phones
You may also send messages to landline phones that are NOT TEXT compatible. Messages to non-compatible lines will be connected to voice text and delivered in spoken words to the telephone as a call. Please note that the conversion can translate common abbreviations and emoticons etc, but to ensure maximum clarity of message delivery, abbreviations etc should be used sparingly.

WARNING
The text feature will not work properly if you have more than one text product connected to your telephone line. You will need to disconnect one text product.

Welcome to the BT Text Service on your BT Glide. The service is provided by BT. Your BT Glide can send and receive text messages from participating mobile networks and compatible landline telephones in the UK.

The fixed line Text service is provided under BT's terms and conditions for telephone service. These can be found by visiting the BT.com website at: http://www.bt.com/terms/tor.htm

Subscribe to the text messaging service

When you send your first text message from your BT Glide you will automatically be registered for the service.

On receipt of your first text through the service, the system will send you a welcome text message back.

You may also register by sending the word 'Register' to 00000 upon which you will receive a confirmation message.

Introduction to fixed line text messaging, including details of where to find more information on the web at http://www.bt.com/terms/tor.htm

Cost of the fixed line service

There is no subscription charge (other than the subscription to Caller Display). Visit the BT website (www.bt.com) to find out how much it costs to send a text message (depends upon your call package).

Writing and sending text messages

Entering text

There are 2 text entry modes on your BT Glide, *standard* and *predictive*. The text entry mode is shown in the top right of the display. To switch between the two text entry modes when writing a text message, press ⬛.

A single text can be up to 160 characters. The number of characters still available to use is shown in the top of the display, as you enter each character.

If you wish, you change the font size of your text message (*see page 46*).

Standard text

Enter characters by pressing the relevant button on the keypad the correct number of times.

For example, to enter the letter 'h' press ⬛ *twice*. The character is inserted and the cursor automatically moves on to the next space after a couple of seconds.

All handsets use the same Inbox, Outbox and Drafts folder.

Writing tips for standard text entry
If you make a mistake, press **Clear** to delete the last character or digit to the left of the cursor. To clear all text, press **Options**, scroll down to Clear text and press **Select**.

When writing a text message:

Use the navigation buttons to move the cursor.

Press ⬛ to insert a space.

Press ⬛ to insert punctuation.

Press ⬛ to switch between upper and lower case.

Press *and hold* ⬛ for a second to enter numbers. Press *and hold* ⬛ again to return to upper and lower case.

To insert symbols and emoticons, press **Options** and scroll down to the appropriate option, or press *and hold* ⬛.

UPPER and lower case
Press ⬤ to switch between upper and lower case and to change between predictive and normal text modes when writing a text message.

Text character map

Button	UPPER case	Lower case
⬤	space	space
⬤	. , : ; ! ? ¡ ¿ ' " 1	. , : ; ! ? ¡ ¿ ' " 1
⬤	A B C 2	a b c 2
⬤	D E F 3	d e f 3
⬤	G H I 4	g h i 4
⬤	J K L 5	j k l 5
⬤	M N O 6	m n o 6
⬤	P Q R S 7	p q r s 7
⬤	T U V 8	t u v 8
⬤	W X Y Z 9	w x y z 9
⬤	Press *and hold* to see characters	

Predictive text entry (T9™)

For quick texting you can use predictive T9™ Text Input. Press the button showing the letter you want once and your BT Glide predicts what you want to write. For example, to write the word 'Hello', press ⬤, ⬤, ⬤, ⬤, ⬤.

If the word you want is not displayed and there are alternative words available based on the characters you have entered, the text will be shown in inverse video, press ⬤ repeatedly to display the alternative words.

Writing tips for predictive text entry
If you make a mistake, press **Clear** to delete the last character or digit to the left of the cursor. To clear all text, press **Options**, scroll down to Clear text and press **Select**.

Press ⬤ to insert punctuation.

To change the font size, see *page 46*.

If your BT Glide cannot find a word based on the characters you have entered, press ⬤ and use standard text entry to spell the word out, then press **OK**.

Write and send a text message

1. Press **Menu**, use the **Navigation** buttons to highlight the 🔹 Text Messaging menu and press **Select** or ●.

2. Scroll ◥ to Write Message and press **Select**.

3. Use the keypad to write your message using standard text input, or use the predictive predictive T9™ Text Input (*see page 38*).

4. To send the message, press **Options**, scroll ◥ to **Send** and press **Select**. Either enter the phone number, or press **Search** to display the phonebook then scroll to the entry you want using the navigation buttons.

5. Now press **Send**. Display shows Sending Message.

   Sent messages are stored in your Outbox (*see page 42*). The newest message replace the oldest.

Send a text message from the phonebook

1. Press **Names** and scroll ◤ and ◥ to the contact you want to send a message to and press **Options**.

2. Scroll ◥ to Send a SMS and press **Select**. If there is more than one User Area, scroll ◤ and ◥ to select the user area you want and press **OK**.

3. Write Message is displayed. Press **Select** write your message.

4. When finished, press **Options**, scroll ◥ to Send and press **Select** to send the message.

During text input, press *and hold* 🔳 at any time to switch between standard and predictive text input.

If the User Area is PIN protected, you may be required to enter a 4 digit PIN code. For more information on User Areas, *see page 44*.

40   Text messaging

IMPORTANT
You will not be able to receive text messages until you have first sent a message. The first sent message registers you with the text service.

The text feature will not work properly if you have more than one text product connected to your telephone line. You will need to disconnect one text product.

Reading text messages

Received messages are stored in the Inbox. Up to a total of 50 messages can be stored in the Inbox. When the Text memory is full, the display shows Memory Full.

When you receive a text message, the 🔊 icon will be displayed showing the number of messages received. Press **Read** to go directly to the Inbox and read the message.

Read messages in your Inbox

1. Press **Menu**, use the **Navigation** buttons to highlight the 🔊 Text Messaging menu and press **Select** or ●.

2. Scroll 🔽 to Inbox and press **Select**.

3. Use 🔼 and 🔽 to select the message you want to read and press **Read**.

   When reading your messages, press **Options** to access the following options:

   Reply – write and send a reply.

   Forward – forward the message to another number.

   Delete – delete the message.

   Call Number – call the sender.

   Save Number – save the number to the phonebook.

   Delete All – delete all messages.

Using text message templates

Your BT Glide has pre-set message templates you can use to save time writing common or repetitive messages, for example 'Meet me at' or 'I'm at work'.

Use a template

1. Start a new text message and press **Options**. Then scroll ⬇ to Insert Template and press **Select**.

2. Choose a template from the list and press **Select**. The template text is inserted into your message.

Edit or delete a template

1. Press **Menu**, use the **Navigation** buttons to highlight the 🔵 Text Messaging menu and press **Select** or ⬤.

2. Scroll ⬇ to Templates and press **Select**.

3. Use 🔺 and ⬇ to select the template you want to edit or delete and press **Select**.

4. Either scroll ⬇ to Edit Template and press **Select**. Then use the keypad to enter the new template text and press **Save** to confirm.

   Or, scroll ⬇ to Delete Template and press **Select**. Press **Yes** to delete the template or **No** to return to the previous screen.

Save your own template

1. Write your text message and press **Options**. Then scroll ⬇ to Save as Template and press **Select**.

You can overwrite the existing templates with your own, up to 160 characters long.

Message storage
The BT Glide can store 50 messages. These are shared between the Inbox, Outbox and Templates.

If you leave old messages in the Outbox or Inbox, eventually there will be no memory available for new messages and you will not be able to send and receive messages. The memory is shared between all of the users. Delete read and unwanted messages to keep memory storage free.

Checking your Outbox

Your BT Glide's outbox is like a redial list. It holds a copy of the message you send. Each message has details of the time and date it was sent. You must delete unwanted messages from your Outbox regularly to make sure there is enough memory for new messages.

1. Press **Menu**, use the **Navigation** buttons to highlight the Text Messaging menu and press **Select** or ●.

2. Scroll to Outbox and press **Select**.

3. Use and to select the message you want to read and press **Read**.

   When reading your messages, press **Options** to access the following options:

   Forward – to forward the message to another number.

   Delete – to delete the message.

   Call Number – to call the sender.

   Save Number – to save the number to the phonebook (if the number is already stored, this option is not displayed)

   Delete All – to delete all messages.

Service Centre numbers

To send and receive text messages you need the telephone number of your Network's SMS Centre. If you accidentally delete the Send or Receive Service Centre numbers you will need to re-enter them in order for your text Service to work.

Set Sending Service Centre number

1. Press **Menu**, use the **Navigation** buttons to highlight the Settings menu and press **Select** or .
2. Scroll to Text Messaging and press **Select**.
3. Scroll to Send Centre and press **Select**.
4. Enter the Sending Centre Number **1470P1709400** and press **Save** to confirm.

Set Receiving Service Centre number

1. Press **Menu**, use the **Navigation** buttons to highlight the Settings menu and press **Select** or .
2. Scroll to Text Messaging and press **Select**.
3. Scroll to Receive Centre and press **Select**.
5. Enter the Receiving Centre Number **080058752** and press **Save** to confirm.

The default user area is 9. In this user area all text messages are available to every user.

If you set up a user area, you must tell people sending you text messages to add your one-digit user area number to the end of your phone number, otherwise their message will be stored in the general Inbox (user area 9) rather than in your personal Inbox.

User areas

Your BT Glide is pre-set to make all text messages available to every user. However, to keep your messages private, you can set up to 9 PIN protected user areas.

Each personal user area has its own Inbox and Outbox folder which are only accessible when the correct PIN is entered.

Add a user area

1. Press **Menu**, use the **Navigation** buttons to highlight the 🖳 Settings menu and press **Select** or ●.

2. Scroll ◢ to Text Messaging and press **Select**.

3. Scroll ◢ to Users and press **Select**. New User is displayed, press **Select** to add a new user.

4. Scroll ◢ to Terminal Number.

5. Use ▤ and ◢ to select a user number (0 – 8) and press **Select**.

6. Scroll ◢ to Protection.

7. Press the (◖ and ◗) button to select either Off or On.

   If you selected On, scroll ◢ and select PIN, then enter a 4 digit PIN to protect your Inbox and press **Save** to confirm.

Edit a user area

1. Press **Menu**, use the **Navigation** buttons to highlight the 🔧 Settings menu and press **Select** or ⊙.

2. Scroll 🔽 to Text Messaging and press **Select**.

3. Scroll 🔽 to Users and press **Select**.

4. Use 🔼 and 🔽 to select the user you want to edit and press **Select**.

5. Scroll 🔽 to Edit and press **Select**. Then use 🔼 and 🔽 to move between fields and enter the correct Name, Terminal number, Protection and PIN using the keypad.

6. Press **Save** to confirm the settings.

Delete a user area

1. Press **Menu**, use the **Navigation** buttons to highlight the 🔧 Settings menu and press **Select** or ⊙.

2. Scroll 🔽 to Text Messaging and press **Select**.

3. Scroll 🔽 to Users and press **Select**.

4. Use 🔼 and 🔽 to select the user you want to delete and press **Select**.

5. Scroll 🔽 to Delete and press **Select**. Display shows Enter PIN. Enter your PIN and press **Select** or ⊙.

6. The display shows Really delete?. Press **Yes** to delete the user or **No** to return to the previous screen.

Text message settings

Set the font size for messages

1. Press **Menu**, use the **Navigation** buttons to highlight the ⚙ Settings menu and press **Select** or ⊙.

2. Scroll ▼ to Text Messaging and press **Select**.

3. Scroll ▼ to Options and press **Select**.

4. Scroll ▼ to Font size and press **Select**.

5. Use the ◀ and ▶ buttons to select Small or Large and press **Save** to confirm.

Change the language for predictive text (T9™)

1. Press **Menu**, use the **Navigation** buttons to highlight the ⚙ Settings menu and press **Select** or ⊙.

2. Scroll ▼ to Text Messaging and press **Select**.

3. Scroll ▼ to Options and press **Select**.

The languages you can choose from are: English, Français (French), Deutsch (German), Italiano (Italian) or Español (Spanish).

4. Scroll ▼ to T9 Language and press **Select**.

5. Use the ◀ and ▶ buttons to select your preferred language and press **Save** to confirm.

Set message alert beeps on/off

1. Press **Menu**, use the **Navigation** buttons to highlight the ⚙ Settings menu and press **Select** or ⊙.

2. Scroll ▼ to Text Messaging and press **Select**.

3. Scroll ▼ to Options and press **Select**.

4. Scroll ⬇ to Message Alert and press **Select**.

5. Use the ◀ and ▶ buttons to select On or Off and press **Save** to confirm.

Set the first ring on/off

1. Press **Menu**, use the **Navigation** buttons to highlight the Settings menu and press **Select** or ●.

2. Scroll ⬇ to Text Messaging and press **Select**.

3. Scroll ⬇ to Options and press **Select**.

4. Scroll ⬇ to First Ring and press **Select**.

5. Use the ◀ and ▶ buttons to select On or Off and press **Save** to confirm.

The default First Ring setting is ON.

With some connections to the public telephone network, you may experience a short burst of ringtone when receiving a text message. If you want to stop this happening, you can change the First Ring setting to OFF.

48 Using the answering machine

Each message can be up to 3 minutes long.

Your BT Glide can digitally record up to 15 minutes of messages. You can also record memos for other users of your phone.

You control your answering machine and listen to your messages with the handset. You can also access your answering machine remotely from any external Touchtone™ telephone (*see page 54*).

Your BT Glide gives clear voice prompts to help you when using the answering machine.

When first switched on, your BT Glide answering machine is ready to go. It is set to answer calls and record messages. If you have not already set the day and time, you will need to do this so that you will know when each message was received, *see page 8*.

Your BT Glide comes with two pre-recorded outgoing messages, one for Answer and Record mode and one for Answer Only mode.

You can also record your own outgoing message. See 'Outgoing message (OGM)' on *page 51* for more information.

Switch the answer machine on/off

When the answering machine is switched on, the 📧 icon is displayed.

1. Press **Menu**, use the **Navigation** buttons to highlight the 📧 Answer Machine menu and press **Select** or ●.

2. Scroll ▋ to Answer On/Off and press **Select**.

4. Press (▌ or ▐) to select either On or Off and press **Save** to confirm.

Listening to your messages

When you have received new answering machine messages, the handset will display the 🔳 icon showing the number of messages received. Also, the message light on the base will flash if a answering machine message, or text, is received.

Playing messages

1. Press **Menu**, use the **Navigation** buttons to highlight the 🔳 menu and press **Select** or ⬤.

2. Scroll 🔽 to Play Messages and press **Select**.

   The machine announces, *"You have X new messages"*, and your new messages are played back. The machine then announces, *"You have X old messages"*, and any old messages are played back. New messages will always be played back first.

   During playback, you can choose any of the following:

   Adjust the volume – Press 🔴 to increase or 🔽 to decrease the message playback volume.

   Pause playback – Press **Pause**. Press again to resume playback.

   Skip backward – Press ◀ to replay the current message. Press ◀ *twice* to play the previous message.

   Skip forward – Press ▶ to skip to the next message.

   Delete current message – Press **Delete**.

   Stop playback – Press ⬤.

Outgoing message (OGM)

This is the message your caller hears when the answering machine picks up their call. Your BT Glide comes with two pre-recorded outgoing messages to choose from. You can also record your own outgoing messages.

Answer and record
This allows your caller to leave a message for you. The pre-recorded message is, *"Hello, your call cannot be taken at the moment, so please leave your message after the tone."*

Answer only
This does not allow your caller to leave a message. The pre-recorded message is, *"Hello, your call cannot be taken at the moment, and you cannot leave a message, so please call later."*

Select answer mode

1. Press **Menu**, use the **Navigation** buttons to highlight the menu and press **Select** or .

2. Scroll to Answer Machine and press **Select**.

3. Scroll to Answer Mode and press **Select**.

4. Press (or) to select either Answer & Record or Answer Only and press **Save** to confirm.

Your Answer and Record message can be up to 3 minutes and the Answer Only message up to 15 minutes. It replaces the pre-recorded outgoing message, but you can reinstate this later if you wish.

Record your own outgoing message

1. Press **Menu**, use the **Navigation** buttons to highlight the 🖬 menu and press **Select** or ●.

2. Scroll 🖬 to Outgoing Message and press **Select**.

3. Scroll 🖬 to Record Message and press **Select**.

4. Press 🖬 or 🖬 to select either Answer & Record or Answer Only and press **Select**.

5. After the beep, speak your message clearly, close to the phone. When you have finished recording, press **Save**. Your message is played back for checking.

Play/check outgoing message

1. Press **Menu**, use the **Navigation** buttons to highlight the 🖬 menu and press **Select** or ●.

2. Scroll 🖬 to Outgoing Message and press **Select**.

3. Scroll 🖬 to Play Message and press **Select**.

4. Press 🖪 or 🖪 to select either Answer & Record or Answer Only and press **Select**. The selected OGM is played back to you.

5. Press **OK** when the OGM has finished playing.

Answer delay

Answer delay sets the number of times your BT Glide will ring before the answering machine picks up your call. The default setting is 6 rings. You can change this setting to 2–9 rings.

1. Press **Menu**, use the **Navigation** buttons to highlight the 🗝️ menu and press **Select** or ⬤.

2. Scroll 🔽 to Answer Machine and press **Select**.

3. Scroll 🔽 to Answer Delay and press **Select**.

4. Use the ◀ and ▶ buttons to choose between 2 to 9 rings, then press **Save** to confirm.

Message alert on/off

1. Press **Menu**, use the **Navigation** buttons to highlight the 🗝️ menu and press **Select** or ⬤.

2. Scroll 🔽 to Answer Machine and press **Select**.

3. Scroll 🔽 to Message Alert and press **Select**.

4. Press ◀ or ▶ to select either Off or On and press **Save** to confirm.

With the message alert set to On, when you have new messages stored on your answering machine you will hear beeps to alert you.

IMPORTANT
It is recommended that you change the security PIN to a 4-digit code of your own for security reasons (see below).

Remote access

You can operate your answering machine remotely from any Touchtone™ phone by calling your BT Glide and entering a 4-digit security code. The pre-set code is **0000**.

Switch remote access on/off

In order to remotely access your answering machine, you will need to switch remote access on.

1. Press **Menu**, use the **Navigation** buttons to highlight the ⚙ menu and press **Select** or ⚫.

2. Scroll ▾ to Answer Machine and press **Select**.

3. Scroll ▾ to Remote Access and press **Select**.

4. Press (◀ or ▶) to select either Off or On and press **Save** to confirm.

Change the remote access PIN code

To prevent unauthorised access to your answering machine it is recommended that you change the PIN code from the original setting 0000.

Keep a note of your remote access PIN code by writing it in the space provided on *page 73*.

1. Press **Menu**, use the **Navigation** buttons to highlight the ⚙ menu and press **Select** or ⚫.

2. Scroll ▾ to Answer Machine and press **Select**.

3. Scroll ▾ to Security Code and press **Select**.

4. Enter the 4-digit PIN code you want to use and press **Save**.

Operate your answering machine remotely

1. Dial your BT Glide phone number and when the OGM starts to play, press the **✱** button.

2. The answering machine announces *"Please enter your security code"*. Enter your 4-digit security code (default setting: **0000**).

3. You have now accessed your answering machine and you can operate it using the keypad buttons on the phone you are using.

   The commands are:

   2   To play all messages

   3   To play new messages

   4   To skip backwards through messages

   5   To delete the current message

   6   To skip forwards through messages

   7   To set the answer mode

   8   To play/check the OGM

   9   To record a new OGM

   0   To switch the answering machine on/off

Incorrect PIN
If you enter the incorrect PIN code, you will hear *"Incorrect security code"*. You have two chances to enter the correct remote access security code before your BT Glide hangs up.

56 Personalise your phone

You can change the available pictures and ringtones using BT Glide Phone Manager, *see page 28*.

Use the options in the 🖾 Images & Sounds and 🖾 Settings menus to change your BT Glide's handset wallpaper, ringer melodies and ringer volumes.

Change the handset wallpaper

1. From the 🖾 Images & Sounds menu, scroll 🔽 to Pictures and press **Select**.

2. Scroll 🔽 to the picture you wish to use and press **Options**.

3. Scroll 🔽 to Use as a wallpaper and press **Select**.

External ringer melody

1. From the 🖾 Images & Sounds menu, scroll 🔽 to Melodies and press **Select**.

2. Press 🔼 or 🔽 to select a melody and press **Options**.

3. Scroll 🔽 to Use for Ext Call and press **Select**.

External ringer volume

Select OFF if you do not want to be disturbed. The 🔕 will be displayed to remind you that the ringer is off.

1. From the 🖾 Settings menu, scroll 🔽 to Handset and press **Select**.

2. Scroll 🔽 to Ext. Ringer Volume.

3. Press 🗧 or 🗩 to select a select from 5 volume levels or Off and press **Save**.

Internal ringer melody

1. From the 📷 Images & Sounds menu, scroll ⬇ to Melodies and press **Select**.

2. Press 🔺 or ⬇ to select a melody and press **Options**.

3. Scroll ⬇ to Use for intercom and press **Select**.

Internal ringer volume

1. From the ⚙ Settings menu, scroll ⬇ to Handset and press **Select**.

2. Scroll ⬇ to Int Ringer Volume.

3. Press 🔺 or 🔻 to select a select from 5 volume levels or Off and press **Save**.

Base ringtone

1. From the ⚙ Settings menu, scroll ⬇ to Base and press **Select**.

2. Scroll ⬇ to Ringtone.

3. Press 🔺 or 🔻 to select a ringtone and press **Save**.

Select OFF if you do not want to be disturbed.

Base ringer volume

1. From the ⚙ Settings menu, scroll ⬇ to Base and press **Select**.

2. Scroll ⬇ to Ringer Volume.

3. Press 🔺 or 🔻 to select a select from 5 volume levels or Off and press **Save**.

58 Handset and base settings

Use the ⚙ Settings menu to change your BT Glide's handset and base settings such as the handset name, display contrast etc.

1. Press **Menu**, use the **Navigation** buttons to highlight the ⚙ Settings menu and press **Select** or ⊙.

Handset settings

Change the handset name

If you have more than one BT Glide handset, you can set a name for each handset, for example, David or Kitchen.

1. From the ⚙ menu, scroll 🐱 to Handset and press **Select**.

2. Scroll 🐱 to Name.

3. Enter the handset name you want using the keypad then press **Save** to confirm.

Earpiece volume

1. From the ⚙ menu, scroll 🐱 to Handset and press **Select**.

2. Scroll 🐱 to Earpiece Volume.

3. Press (◀ or ▶) to select a select from 5 volume levels press **Save**.

Handsfree or headset volume

1. From the ⚙ menu, scroll 🐱 to Handset and press **Select**.

2. Scroll 🐱 to Handsfree Volume or Headset Volume.

3. Press (❰ or ❱) to select a select from 5 volume levels and press **Save**.

Auto talk on/off

1. From the 🔧 menu, scroll 🔽 to Handset and press **Select**.

2. Scroll 🔽 to Auto Talk .

3. Press (❰ or ❱) to select either On or Off and press **Save** to confirm.

Key clicks on/off

1. From the 🔧 menu, scroll 🔽 to Handset and press **Select**.

2. Scroll 🔽 to Key Click.

3. Press (❰ or ❱) to select either On or Off and press **Save** to confirm.

Display language

1. From the 🔧 menu, scroll 🔽 to Handset and press **Select**.

2. Scroll 🔽 to Language.

3. Press (❰ or ❱) to select your preferred language and press **Save** to confirm.

The display languages you can choose from are: English, Français (French), Deutsch (German), Italiano (Italian), Español (Spanish), Nederlands (Dutch) and Português (Portuguese).

Display contrast

1. From the 🔧 menu, scroll 🔽 to Handset and press **Select**.

2. Scroll 🔽 to Display Contrast.

3. Press (◀ or ▶) to select a select from 5 contrast levels and press **View**.

4. Scroll ◀ and 🔽 to change the setting, then press **OK** followed by **Save**.

Base settings

Base name

1. From the 🔧 menu, scroll 🔽 to Base and press **Select**.

2. Scroll 🔽 to Base Name.

3. Enter a name for the base using the keypad and press **Save** to confirm.

Dialling mode

1. From the 🔧 menu, scroll 🔽 to Base and press **Select**.

2. Scroll 🔽 to Dial Mode.

3. Press (◀ or ▶) to select a either Pulse or Tone and press **Save** to confirm.

PABX (switchboard) code

1. From the menu, scroll to Base and press **Select**.

2. Scroll to PABX Status.

3. Press (or) to select either On or Off.

4. If you selected On: scroll to PABX Code and enter the one digit PABX code. Press **Save** to confirm.

Restore factory (default) settings

1. From the Settings menu, scroll to Reset all Settings and press **Select**.

2. The display shows Reset Settings? System will Reset.

3. Press **Yes** to confirm the reset or **No** to return to the previous screen.

   After resetting, all settings will be restored to their factory settings (*see page 62*). The phonebook, calls list, answering machine and text messages will be saved. Pictures and ringtones will not be restored.

62   Handset and base settings

Default settings

PIN code	**0000**
Base volume	**level 5**
Handset internal ringer volume	**level 5**
Handset external ringer volume	**level 5**
Handset name	**BT Glide**
Earpiece volume	**level 3**
Language	**English**
Handsfree volume	**level 3**
Headset volume	**level 3**
Display contrast	**level 3**
Key beeps	**On**
Auto talk	**On**

Games

Use the 📁 Games menu to access the three built-in games on your BT Glide.

1. Press **Menu**, use the **Navigation** buttons to highlight the 📁 menu and press **Select** or ⊙.

2. Press ◣ to the game you want to play and press **Select**. Follow the instructions shown for the relevant game:

Mars Lander

The player has to land a space probe falling to the surface of the planet, at the start a 'far away' view is seen where the landing sights are shown as green dots and there is very little detail of the surface (1/10th of the final landing stage) as the probe falls and reaches the bottom part of the screen the game pauses and the camera 'zooms' in to a closer view showing more detail of the ground and the actual landing pad.

The player needs to press ◖ to fire his retro engines in short bursts and press ◖ and ◗ to move the Lander left or right, both of these actions burns fuel and the player has only a limited supply, use it up too soon and the craft will fall too fast at the latter stages, use too little and the craft will be falling too quickly to slow down at the end.

This is played against a clock and the best times and fuel usage is scored (also based on the hardness of the landing sight).

To exit the game, press ⊙ then scroll ◖ or ◣ to Exit and press **OK**.

Apples & Pears

The player is presented with a board filled with different types of fruit. The objective is to get 3, 4 or 5 fruits in a row, horizontally or vertically, the more fruits the higher the score.

Use the navigation buttons to move the cursor around and highlight a fruit and press ● to select it. A second cursor will then appear which can be moved in the same way. Highlighting and selecting an adjacent fruit with this second cursor will switch the two.

When 3, 4 or 5 fruits are in a row then they will disappear, the score is added to the total and new fruits fall in to fill the slots.

A target score is presented for each level and when the player reaches that target the board is cleared and a new level starts with one extra type of fruit. The game starts with 4 fruits and progresses up to 10 fruits.

The game ends when the timer runs out (the time is reset at the start of each level).

Solitaire

This is an implementation of the classic card game. The player is presented with a pack of cards face down, the top card is face up, there are 7 columns of cards, the first with only one card, the second with 2, the third with 3 and so on. There are 4 empty piles across the screen where the player can place an Ace if available.

The objective is to place the next card in the sequence on top of the last card on a pile in alternate colours (e.g. red, black, red, black, etc.) and going down in numeric value (King to Ace). From these piles the player must slowly build up the four empty piles with a sequence of cards in a particular 'suit', Hearts, Diamonds, Clubs or Spades starting with Ace, 1, 2, 3 and so on. Finally ending up with only four piles of the same suit cards in number order.

Use the navigation button to move the cards around the screen.

On the 7 piles:

1. The next card must not be the same colour as the previous card.

2. The next card must be the next lower number.

3. The player can drag any number of these cards onto another pile, provided rules one and two are adhered to.

On the 4 empty piles:

1. The first card must be the Ace of a suit.

2. The next card must be the next higher card.

3. The next card must be in the same suit.

The un-dealt cards:

1. Should be turned over 3 cards at a time.

2. On turning the last card the pile is 'reset'.

The game is won when the last card (King) is placed on one of the four piles. The game is lost when the player can no longer move.

66 Help

Many common problems are caused by the telephone and power cables being incorrectly connected, or the power being switched off.

Please check that your BT Glide has been correctly set up, see *page 6*, before ringing the Helpline. Alternatively, you may also find a solution to your problem in this section.

BT Glide Helpline 0870 605 8047

Lines open 8am – 8pm, Monday to Saturday and 10am – 3pm on Sundays.

No display
- Check that the handset battery is charged. If necessary, replace the battery.

No connection between handset and base
- You may be out of range of the base. Move closer.

Handset does not ring
- Check that the battery is inserted correctly.
- Is the 🛎 icon displayed? The handset ringer has been switched off, see *page 56* to switch back on.

Your caller cannot hear you
- Secrecy is switched on. Press the **Secrecy Off** option button to speak to your caller again.

Handset not registering
- Check that the base is plugged into the mains power and switched on.
- Check that the handset battery is fully charged and fitted correctly.

Forgotten your PIN number
- Try entering the default PIN: **0000**. If you have changed the number and cannot remember it, contact the BT Glide Helpline on 0870 605 8047.

Handset on the base does not charge
- Maximum charging power is only possible when no calls are being made.
- Make sure the handset is placed properly on the base. When charging, the battery light comes on.

Incoming caller's number is not displayed even though you have subscribed to Caller Display
- Caller has to allow their number to be sent. It has been withheld or is unavailable.

Possible problems with text messaging

Cannot send text and screen displays `Message Sending Failed`
- The Sending Service Centre number may be incorrect or may have been deleted. See *page 43* for instructions on how to re-enter the number.
- The base power supply or telephone line cord might not be properly connected. Check that the base power supply is plugged into the wall socket and switched on and that the telephone is plugged into the telephone wall socket.
- There might be a fault on the line. Check your telephone line is working properly.

Cannot receive text
- The Receiving Service Centre number may be incorrect or may have been deleted. See *page 43* for instructions on how to re-enter the number.
- More than one text product is plugged into the line. Remove other products.
- Ensure you have subscribed to a Caller Display service and that it is active. You can check this by noting if your phone displays your caller's number when you receive an incoming call.

Handset is registered to the text service and text has previously been sent and received but you are now only receiving incoming messages
- This may be due to your handset being de-registered at the text service centre. All you need to do is type `Register` and send it to **00000**. You will receive a confirmation message back. This assumes that your Caller Display service is active and working on your line. Messages sent to 00000 are *not* charged for.

Further help and advice for text messaging queries on BT lines

- BT Residential customers – call **151**, choose **option 2**, when prompted by the Fault Management Service select **option 2**, enter your phone number on the handset and wait to speak to a customer adviser.
- BT Business Customers – call **152**, choose **option 2**, when prompted by the Fault Management Service select **option 2**, enter your phone number on the handset and wait to speak to a customer adviser.
- For other telephone service providers please contact their customer services.

General sales enquiries

- BT Residential lines call **150**. BT Business lines call **152**.
- For other telephone service providers please contact their customer service.

Billing enquiries

- Refer to the telephone number shown on your telephone bill.

Other functions and services available from the text service

- By sending the following commands to the BT Text self administration facility you can control functions and capabilities in your text phone and the way messages are handled.

1. Press **Menu**, use the **Navigation** buttons to highlight the 🖂 Text Messaging menu and press **Select** or ⬤. Then scroll 🔽 to Write Message and press **Select**.

2. Type in the following commands (depending upon what you want to do):

   （＊）（１）（＋#）   Opt out from receiving voice text messages.

   （＋#）（１）（＋#）   Turns off the opt out option.

   （＊）（２）（＊）   Turns on permanent voice text message delivery to your phone. All incoming text is delivered as voice text.

   （＋#）（２）（＋#）   Turns off permanent voice text message delivery.

3. Press **Options**, scroll 🔽 to Send and press **Select**. Then enter **00000** and press **Send**. Display shows Sending Message.

If you are sending a message from a fixed line phone to another fixed line phone

⬤✱ ⬤³ᴰᴱꜰ ⬤✱   Forces a message you send to be delivered as a voice text even though the recipient may have an text enabled phone and usually receives written text.

This command is inserted at the start of the message and applies only to that message, e.g. ⬤✱ ⬤³ᴰᴱꜰ ⬤✱ '*Hello I will be home late'.*

⬤✱ ⬤³ᴰᴱꜰ ⬤↑#   If you require a status report to be sent back to you when you have sent a message to confirm delivery.

Place ⬤✱ ⬤³ᴰᴱꜰ ⬤↑# at the start of your text message. Write the message and send it. You will receive a reply text back to your phone giving the status report for that message.

You keep hearing an error beep
- You have pressed the wrong button in a sequence. Check the prompts in the display or refer to instructions in this user guide.

General information

IMPORTANT

This equipment is not designed for making emergency telephone calls when the power fails. Alternative arrangements should be made for access to emergency services.

Safety

• Only use the power supply suitable for the BT Glide range. Using an unauthorised power supply will invalidate your guarantee and may damage the telephone.

• For the handset, use only Li-ion 3.7 V 1150mAh battery packs. Never use other batteries as this could lead to a short circuit or destroy the battery casing.

• Do not open the handset (except to replace the handset battery). This could expose you to high voltages or other risks. Contact the BT Glide Helpline on 0870 605 8047 for all repairs.

• Radio signals transmitted between the handset and base may cause interference to hearing aids.

• It is recommended that advice from a qualified medical expert be sought before using this product in the vicinity of emergency/intensive care medical equipment.

• It is recommended that if you have a pacemaker fitted you check with a medical expert before using this product.

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

• Your product may interfere with other electrical equipment, eg. TV and radio sets, and computers if placed too close. It is recommended that you place your product at least 1 metre away from such appliances to minimise any risk of interference.

Cleaning

• Simply clean the handset and base with a damp (not wet) cloth, or an anti-static wipe.

• Never use household polish as this will damage the product. Never use a dry cloth as this may cause a static shock.

Environmental

• Do not expose to direct sunlight.

• The product may heat up when the battery pack is being recharged. This is normal. However, 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 the free flow of air over its surfaces.

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

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

• There is a slight chance that your phone could be damaged by an electrical storm. We recommend that you unplug the power adaptor and telephone line cord from the base for the duration of the storm.

Product disposal instructions

The symbol shown here and on the product means that the product is classed as Electrical or Electronic Equipment and should not be disposed with other household or commercial waste at the end of its working life.

The Waste of Electrical and Electronic Equipment (WEEE) Directive (2002/96/EC) has been put in place to recycle products using best available recovery and recycling techniques to minimise the impact on the environment, treat any hazardous substances and avoid the increasing landfill.

Product disposal instructions for residential users

When you have no further use for it, please remove any batteries and dispose of them and the product as per your local authority's recycling processes. For more information please contact your local authority or the retailer where the product was purchased.

Product disposal instructions for business users

Business users should contact their suppliers and check the terms and conditions of the purchase contract and ensure that this product is not mixed with other commercial waste for disposal.

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 other telephone line. Your BT Glide has a REN of 1. A total REN of 4 is allowed. If the total REN of 4 is exceeded, the telephone 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 public switched telephone networks and compatible switchboards, which support tone dialling and timed break recall. If in doubt please consult your network service provider.

Dialling mode

Your BT Glide is set to Tone dialling. Some older switchboards may require Pulse dialling. To change the dialling mode, see 'Set the dialling mode', *page 60*.

PABX access code

If you are connecting your BT Glide to a switchboard/PBX you may need to enter an access code (e.g. 9) in order to get an outside line, see 'Set the PABX (switchboard) code', *page 61*. So that the switchboard has time to pick up an outside line, you may also need to add a Pause after the access code in numbers stored in the phonebook.

Enter a pause

To enter a pause in a number, press *and hold* 🔘 at the point where you want to add a Pause.

R&TTE Directive

This equipment complies with the essential requirements for the Radio Equipment and Telecommunications Terminal Equipment Directive (1999/5/EC).

In demonstration with the Essential Requirement for efficient use of the radio spectrum, the product complies with EN301 406.

For a copy of the Declaration of Conformity please contact the BT Glide Helpline on 0870 605 8047.

Guarantee

Your BT Glide 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 BT Glide, or any component thereof, (other than batteries), which is identified as faulty or below standard, or as a result of inferior workmanship of 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 required.

- The equipment is returned to BT or its agent as instructed.

- 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 through approved agents.

- This guarantee does not affect your statutory rights.

   Within the 12 month guarantee period:

   If you experience difficulty using the product, prior to returning it, please read the 'Help' section beginning on *page 66*, or contact the BT Glide Helpline on 0870 605 8047, 8am – 8pm, Monday to Saturday and 10am – 3pm on Sundays.

   In the unlikely event of a defect occurring, please follow the Helpline's instructions for replacement or repair.

   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, Helpdesk Solutions on 08702 405029 or a local qualified repairer.

Returning your product

If the Helpline is unable to remedy your problem they will ask you to return the product. Where possible, pack the product in its original packaging. Please remember to include all parts, including the line cords, power supply units and the original batteries. Please note that we cannot take responsibility for goods damaged in transit. Please obtain and keep proof of posting from the Post Office or other carrier.

For your records

Date of purchase:

Place of purchase:

Serial number:

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

Enter your remote access PIN here:

[/   /   /   ]

(See *page 54* for more information)

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