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# Safety and initial setup

## Safety information

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Read the following information before you use the handset.

### Safety Precautions

Make sure the adapter voltage is the same as the electrical outlet voltage. The C4030 handset uses radio signals and does not guarantee a connection in all circumstances. Do not rely on a cordless telephone to make emergency-calls.

Never use your handset:

- in the vicinity of electrical detonators
- in shielded rooms
- in areas where radio transmission is forbidden
- in aircraft

Do not place a handset near:

- water, moisture, or damp areas
- heat sources, direct sunlight, or unventilated areas
- devices that generate strong magnetic fields such as electrical appliances, fluorescent lamps, computers, radios, televisions or fax machines
- areas where the handset can be covered, its ventilation impaired, liquid spilled on the unit, or objects inserted into the handset through any openings
- areas with dust, vibration, shock or temperature extremes

### Environmental Protection

Your telephone handset also takes into account the relationship between product and environment during its entire service life.

### Usage

This handset uses radio signals that do not guarantee a connection set-up under all circumstances. Do not rely exclusively on cordless telephones when making critical calls such as medical emergencies.

## Sensitive Electronic Environment

Operational DECT phones can influence sensitive electronic equipment, for example, laboratory equipment or medical equipment. This influence can appear when DECT phones operate near equipment. Do not place the DECT phone on or within a meter of sensitive electronic equipment even in standby mode.



Check for small metal objects in the C4030 handset earpiece/mouthpiece before using the handset.

Do not store or locate flammable liquids, gases, or explosive materials in the same compartment or vicinity as the cordless handset, its parts, or its accessories.

## Installing the Handset

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### Installation Location

Place the charger on a flat, even surface. Do not install any part of the DECT phone (charger, handset and handset accessories) in the proximity of:

- Water, moisture or damp areas.
- Sources of heat direct sunlight or unventilated areas.
- Devices which generate strong magnetic fields, electrical appliances, fluorescent lamps, computers, radios, television sets, fax and telephone terminals.
- Areas where the handset can be covered, under-ventilated, or exposed to liquid penetration.
- Areas where there is excessive dust, vibration, shock, or extreme temperature fluctuations.
- Near obstacles, like thick walls or metallic structures.

Keep the handset and accessories out of reach of small children at all times.

### Installing the Charger:

Connect the power line cable to the back of the charger and plug the AC adapter into the mains socket outlet.

**Wall mounting the Charger:**

1. Drill two holes into the wall, with vertical spacing of 65 mm, and insert the screws.
2. Plug the power cable into the charger.
3. Hang the charging unit on the screws.
4. Plug the power cable into the wall socket.
5. Place the telephone handset on the charger.

**Note:** Only use the charging unit supplied with the device.

**Installing and replacing batteries**

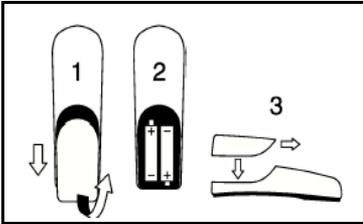
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Read the following information before you handle the batteries.

- Heat or cold reduces the performance and service life of batteries. A handset with hot or cold batteries can temporarily fail to operate, even if the batteries are fully charged. Keep battery temperature between 15 C and - 25C.
- Dispose of used batteries in accordance with local authority regulations. Do not dispose of batteries in fire.

Two rechargeable NIMH batteries (type AAA/RO3 1.2 V / 650 mAh) power the handset.

- Replace batteries with NTTQ00AA.
- Never use damaged, worn out, or non-rechargeable batteries.
- Only use stated battery type and recommended vendor models.
- The manufacturer disclaims responsibility if these recommendations are not followed!

**To install or remove batteries:**

1. Press the top of the battery compartment lid and slide it down.
2. Insert new batteries according to the marking in the battery compartment. Ensure correct polarity for each battery.
3. Slide the lid back in place.

**Battery charging**

To extend the service life of the batteries:

- Charge batteries at least 15 hours before initial use of handset. To attain maximum power output, complete three to five charge and discharge cycles are required.
- Charge regularly.
- Avoid extreme temperatures as they affect the charging capability.

**To charge batteries:**

Place the handset on the charging unit.

**Charge Display**

The battery icon , which is located at top left of the display, indicates battery charging status. Each bar of the battery icon represents about 1/3 of maximum charging capacity. When the handset is placed in the charger, flashing segments indicate that charging is taking place.

- The charging status indicator is only relevant after the first charging cycle has completed.
- Switching the handset Off and On, or replacing the batteries results in loss of the battery capacity status. The charging status indicator is only relevant after the next charging cycle has completed.
- After a complete discharge of the batteries, the charging status symbol appears after a few minutes of charging.

**Charge Warning**

If the telephone beeps and the empty battery icon displays, batteries require charging. During a call, the handset switches off after a few minutes.

**Battery Life**

(with fully charged batteries)

Talking time: up to 16 hours

Standby time: up to 10 days

**Battery discharging**

Maintain optimum operating time by periodically discharging batteries. The batteries can be charged and discharged hundreds of times. Replace the batteries if operating time (talk and standby time) is significantly shorter than usual.

**To discharge batteries:**

**Note:** Only use the following method to discharge batteries.

1. Turn the handset on and do not place into charger.
2. Leave until it the handset automatically switches off.

## C4030 Handset features



### Display screen

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The C4030 displays five lines of information:

- First: Displays several icons.
- Second: Displays text, and in standby mode, date and time.
- Third: Displays text, and in standby mode, identification data.
- Fourth: Displays text.
- Fifth: Displays functionality of the handset, the arrow keys, and **OK** key.

## Handset keys

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The numerical keys can be used to dial numbers or edit entries in, for example, the telephone book.



Executes the display command on the last line.



Makes, accepts, or ends a call.



Starts "Recall" during a call. Moves up one menu level. Cancels a character during character input. Cancels whole input when pressed for at least 2 seconds during character input. Returns to "standby mode" when pressed for at least 2 seconds.



Switches the loudspeaker ON/OFF, also when accepting or initiating a call.



Increases volume during a call.



Scrolls through menus, lists, and entries.



Activates/deactivates the key-lock function when pressed for at least 2 seconds.



Enables the use of menu shortcuts.

## Icons

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Battery status / Charging indication.



Voice mail message-waiting indication.



**ON** : call in progress.

**FLASHING** : incoming call.



Mute



Loudspeaker on.



**ON** : locked to DECT system.



Top of the list is reached.



Middle of the list is reached.

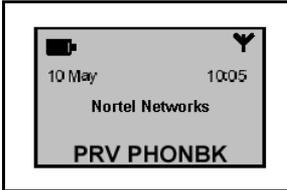


Bottom of the list is reached.

## Using the C4030 handset

### Handset On/Off

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1. Press the  key for 2 seconds to switch the handset off.
2. Press any key to switch the handset back on again.

After 2 seconds, the handset switches on and displays the idle menu.

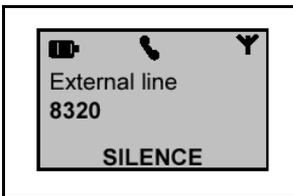
**Note:** Use the  key or the  key to switch the set on again. If you use other keys for this purpose, then their function is executed immediately after the set is switched on. Example: When you press "O" to switch the set back on again, pre-dial begins with an "O" in the display.

*It is recommended that you leave your handset on at all times.*

### Receiving calls

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To receive calls:



Press the  key. The green LED flashes signalling the call and a  icon displays.

## Making a call in the Pre-Dial Mode

---

To make a call:



1. In Standby mode, dial the number using the keypad (up to 26 digits).

**Note:** The dialed number displays on two lines when you enter a number with more than 10 digits. To display more than 20 digits, the character size is reduced.

2. Press the  key to initiate the call.

To correct an error:

Move the cursor using the scroll arrows.

or

Use the  key to delete a character in front of the cursor or insert a missing digit at the cursor location.

or

Press the  key for 2 seconds to delete the whole line.

To hang up:

Press the  key again.

You can place a call by pressing the  key before dialling the number.

A  icon displays as well.

It is not possible to use the  key in pre-dial mode. In pre-dial mode, the key accesses the shortcut menu.

## Volume Adjustment

---

You can adjust your handset's earpiece volume for your listening comfort.

### To adjust your earpiece volume:

1. During a call, press the  key once to increase earpiece volume (or loudspeaker volume in loud speaking mode).
2. Press the  key again to return to the normal level.

When the call ends, the volume level switches back to the default setting.

## Activating Handsfree

---

You can enable your handset as a speakerphone to allow handsfree operation.

### To activate handsfree:

1. During a call, press the **handsfree** key.
2. Press the **handsfree** key again to switch handsfree off.

You can also press the **handsfree** key to initiate or answer a call and simultaneously switch on the handset. To hang up, press the  key.

## Mute Ringing

---

You can switch off handset ringing during an incoming call.



### Switch off without answering the call:

While the handset is ringing, press the  key.

## Silent Mode

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You can switch off the handset ringing in Standby mode to enable Silent mode.

- To enable Silent mode:**
1. Enter the "Handset Sound" menu.
  2. Enter the "Ringer volume" menu.
  3. Select "Silent" and press the  key.

You can also use the shortcut 1.5.1 (see "Using Keypad Shortcuts"). Handset signalling can be switched on again by selecting another ringer volume and pressing the  key.

## Ringer types

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You can select different ringer types for the C4030.

Call ringer shortcut 1.4 to activate	The C4030 alerts the melody selected by the internal call ringer when receiving an external call.
CLI ringer shortcut 1.0 to activate	When the C4030 receives a call, and the number and name of the caller is stored in the phone book, the CLI ringer selects the ringing melody. You can select six available melodies for the CLI ringer.

## Conference call

---

During a conversation, it is possible to set-up a conference call.

- To set up an enquiry call:**
1. Press the  key to hold the first call.
  2. Dial a second desired telephone number.
  3. Press the  key again to conference.

After pressing the  key, you can select a desired telephone number from the redial list or phonebook by using the  keys.

## Transferring a call

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During a call, it is possible to transfer the connected line to another number.

### To transfer a call:

Press the **Cr** key followed by the desired telephone number.

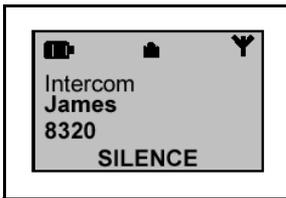
You can disconnect immediately or wait for the third party to answer before disconnecting.

After pressing the **Cr** key you can select a number from the redial list or phonebook by using the **Cr** keys.

## Identifying the caller

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Your C4030 can display the caller's number during an incoming call.



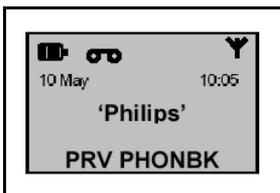
If enabled by the Meridian PBX, the handset displays the caller's number.

If the caller's number is associated with a name in the private phonebook, the name displays.

## Message Waiting Indicator for Call Pilot and Meridian Mail

---

The C4030 indicates when a message is waiting for you.



When the **Cr** icon appears in standby mode, the user has a message in the voice mailbox.

After listening to all new voice mail messages, the **Cr** icon disappears.

If the handset is switched off or out-of-coverage, the message waiting indication updates after the handset re-locks to the DECT system.

## Key Lock

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You can lock the keypad to prevent an inadvertent key press.

**To lock the keypad:**

1. Press the  key for 2 seconds,  
or

Press the keys: , , , .

2. Press the  key twice to confirm.

**To unlock the keypad:**

Press the  key or  key for 2 seconds.

When the key lock is active, you can answer calls as normal and use all keys during the call. The key lock reactivates at the end of the call.

## Time of Day

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You can set the handset to display the time-of-day.

Press the  key.

The 24-hour Time-of-Day displays.

This Feature must be enabled by the system administrator.

## Access Meridian PBX features

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The C4030 uses feature and special codes to access Meridian PBX features.

### To access Meridian PBX features:

1. While the handset is idle, enter the FFC and press the  key to access the Meridian PBX features.
2. Press the  key to access the Meridian PBX features during a call.

### Flexible Feature Codes (FFC):

Dial an FFC code to access handset features.

### Special Prefix Codes (SPRE):

Dial a SPRE code plus a one or two digit number to access some of your handset's features. The SPRE codes are unique to your system; however, the digits following the SPRE are fixed. For example, dial SPRE +   to call forward all calls to another number.

### Features using FFC and SPRE codes:

Call Forward: to cancel or activate.

Call Park: to park or retrieve a call.

Ask your System Administrator for the FFC or SPRE codes.

# Using Handset Menus

## Selecting a handset menu

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Standby mode is the starting point for accessing a handset menu.

**To choose a function from the Standby mode:**

Press the   keys as many times as required to view the various menus.

The following menus are provided:

- PRV PHONBK Private Phone book.
- REDIAL List with last 10 dialled numbers.
- SETTINGS Configuration Settings.

The selected menu displays on the last line of the screen.

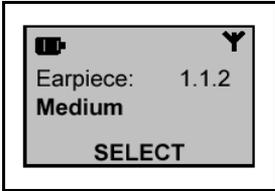
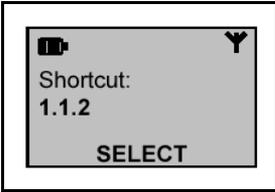
**To view a menu:**

Press the  key. The initial screen of the selected menu displays.

To return to Standby mode, press the  key for 2 seconds.

## Using keypad shortcuts

All sub-menus, functions or settings are accessible by means of associated keypad shortcuts. In each table, the number that appears in front of the sub-menu, function or setting enables you to access the desired function more quickly.



1. Press the  key.
2. Enter the shortcut corresponding to a submenu, function, or setting. The keypad shortcut displays on the second line of the screen.
3. Press the  key to confirm the selection. The window corresponding to the selected menu, function, or setting displays.
4. Using the  keys, select a setting.
5. Press the  key to confirm.

## Private Phonebook

You can use the Private Phonebook to store, delete, modify, and view telephone numbers or make calls.

### Storing telephone numbers (up to 100 entries):



1. From Standby mode, use the keypad to dial the telephone number (up to 26 digits) to be stored.
2. Press the  key to confirm the new number. Use the keypad to enter a new name (maximum 14 characters).



3. Depending on the character you intend to use, press the appropriate key once or several times. See "Character Table".
4. Use the  key to delete the character in front of the cursor.
5. Press the  key to confirm the new name.

### Viewing a phonebook entry:



1. From Standby mode, select the "PRV PHONBK" menu.
2. Confirm by pressing the  key. The first entry in the selected phonebook displays.
3. Press the scroll keys to scroll through the list.
4. To directly access an entry, type in the first letters of the name to be viewed. Press the  key to confirm the search. The first name displays, followed by the entered characters.
5. Refine the search by using the scroll keys.

### Making a call:

1. Select a person in the phonebook. The corresponding name and telephone number display on the screen.
2. Press the  key to dial the telephone number.

### Deleting an entry from a phonebook:

1. Select an entry to delete from the phonebook. The corresponding name and telephone number display on the screen.
2. Press the  key to confirm.

3. Select the "Delete" option using the scroll keys.
4. Press the  key to confirm. A validation beep and the "Deleted!" prompt sounds. The current entry is deleted and the next one displays.

**Modifying a phonebook entry:**

1. Select a Phonebook entry to modify the corresponding name and number display on the screen.
2. Press the  key to confirm.
3. Using the   keys, select the "Change" option.
4. Press the  key to confirm.
5. To delete the whole line, press the  key to delete a number or hold down the same key for 2 seconds.
6. Enter the modified number.
7. Press the  key to confirm the new number.
8. If required, repeat the operation to modify the name.
9. Press the  key to confirm.



## Redial List

---

The C4030 telephone stores the telephone numbers of the last 10 calls. You can view this list, call back your callers directly from the list, or modify the list. You can also store a telephone number from the Redial list in the private phonebook.

### To view the list of outgoing calls:



1. From Standby mode or during a call, press the  $\odot$  keys to open the "REDIAL" menu (Redial list).
2. Press the  $\text{OK}$  key. "REDIAL" appears on the last line of the display.
3. To scroll through the list, press the  $\odot$  keys as many times as required. The first entry in the redial list appears on the screen.

**Note:** You can dial the displayed number directly by pressing the  $\text{C}$  key.

## Deleting/Storing an Entry in Redial List

---



1. From Standby mode, open the redial list. The entry corresponding to the last outgoing call displays.
2. Press the  $\odot$  keys to scroll through the list. The number to be stored or deleted displays.
3. Press the  $\text{OK}$  key.
4. Using the  $\odot$  keys, select one of the options: Delete, Delete All, or Store. The selected option displays.
5. Press the  $\text{OK}$  key.

### Delete/Delete All

A validation beep sounds and the 'Deleted!' prompt displays.

## Store

You are prompted to store the telephone number in the private phonebook.

Press the  key to validate.

The confirmation prompt "Stored" displays. The handset returns to the redial list.

You can select the Delete All option to remove all entries from the redial list.

## Settings

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The C4030 can be customized and certain functions can be configured by accessing "SETTINGS".

This main menu has two sub-menus:

- HANDSET SOUNDS
- HANDSET SETTINGS

Each sub-menu is represented in table form on the following pages. The tables present each function or setting and the corresponding keypad shortcut that enables faster access to the desired setting.

Only one setting per function can be active at one time.

### To change the settings:

1. From Standby mode, press the  keys to access "SETTINGS".
2. Press the  key to confirm.
3. Select the desired sub-menu "Handset sounds" or "Handset settings". The designation of the first function appears in the middle of the screen.
4. Press the  key to access the settings of this function.
5. Use the  keys to select another function or setting. The box containing the "OK" sign indicates the setting currently selected.

6. Press the   keys to select the desired setting.
7. Press the  key to confirm the new setting.

The confirmation prompt "Set" displays.

The handset reverts to Standby mode.

## Handset sounds

---

Select **Handset sounds** > **Ringer type** for external incoming calls.

Select **Handset sounds** > **CLI ringer** for incoming calls defined in the phonebook.

When vibrator is set, the ringer is deactivated.

**Note:** The box with the "OK" sign indicates the ex-factory setting for your telephone.

Function	Shortcut	Settings	Default
1.1 Ear-piece volume	1.1.1	Low	✓
	1.1.2	Medium	
	1.1.3	High	
1.2 Loudspeaker volume	1.2.1	Low	
	1.2.2	Medium	✓
	1.2.3	High	
1.3 Headset volume	1.3.1	Low	
	1.3.2	Medium	✓
	1.3.3	High	

Function	Shortcut	Settings	Default
1.4 Ringer type	1.4.1	Melody 1	✓
	1.4.2	Melody 2	
	1.4.3	Melody 3	
	1.4.4	Melody 4	
	1.4.5	Melody 5	
	1.4.6	Melody 6	
1.5 Ringer volume	1.5.1	Silent	
	1.5.2	Low	
	1.5.3	Medium	
	1.5.4	High	✓
	1.5.5	Progressive	
	1.5.6	Vibrator	
1.6 Key tones	1.6.1	Off	
	1.6.2	On	✓
1.7 Ear-piece tone	1.7.1	Bass	
	1.7.2	Standard	✓
	1.7.3	Treble	
1.8 Loudspeaker tone	1.8.1	Bass	
	1.8.2	Standard	✓
	1.8.3	Treble	
1.9 Headset tone	1.9.1	Bass	
	1.9.2	Standard	✓
	1.9.3	Treble	
1.0 CLI ringer	1.0.1	Melody 1	
	1.0.2	Melody 2	✓
	1.0.3	Melody 3	
	1.0.4	Melody 4	
	1.0.4	Melody 5	
	1.0.6	Melody 6	

## Handset settings

Only select **Handset settings > Select Base** when the set has already been registered to more than one base.

For information about the **Handset settings > Register** option, see 'Administration' on page 30.

**Note:** The box with the 'OK' sign indicates the ex-factory setting for your telephone.

Function	Shortcut	Settings	Default
2.1 Language	2.1.1	English	✓
	2.1.2	Deutsche	
	2.1.3	Francais	
	2.1.4	Nederlands	
	2.1.5	Italiano	
	2.1.6	Dansk	
	2.1.7	Svenska	
	2.1.8	Norsk	
	2.1.9	Suomi	
2.2 Back light	2.2.1	Off	
	2.2.2	On	✓
2.3 Display contrast	2.3.1	Low	
	2.3.2	Medium	✓
	2.3.3	High	
2.4 Keypad lock	2.4.1	Off	✓
	2.4.2	On	
2.6 Select base	2.6.1	Base1	✓
	2.6.2	Base2	
	2.6.3	Base3	
	2.6.4	Base4	
2.7 Register	2.7	PIN	

# Administration

## Initial Setup and Subscription

---

The handset can operate with up to 4 DECT systems. Before making a call with a DECT system, subscribe the handset to the respective system. A PIN is required for the subscription process.

### Register the handset on the DECT system:

1. Obtain a PIN from the DECT management system.
2. Press the **#**, **2**, and **7** keys.
3. Press the **OK** key to confirm.
4. Confirm the menu selection by pressing the **OK** key.
5. Enter the PIN and press the **OK** key.

The handset reports that the subscription procedure has successfully completed. If it fails to report a completed subscription, contact your system administrator.

The antenna symbol in the upper right corner of the display indicates that the handset is locked to a DECT system.

After the registration procedure, change the default identification name to a logical name.

## Entering the Identification name

---

### Enter a description for easy identification of the handset:

1. Press the **#**, **2**, and **7** keys.
2. Press the **OK** key for confirmation.
3. Confirm the menu selection by pressing the **OK** key.
4. Enter the description of your choice (maximum of 10 characters) and press the **OK** key.

The description is stored and displays on the second text line. For example: “J. B. 7923”.

To make corrections, access the same menu and use the  key to remove characters.

## Selecting a DECT system

---

The handset automatically locks onto the first detected DECT system. However, you can manually select and subscribe to a DECT system.

- To manually select a system:**
1. Press the , , and  keys.
  2. To confirm, press the  key.
  3. Press the  key again.
  4. Scroll and select a DECT system.
  5. Press the  key.

To simplify the use of several DECT systems, ensure that they have different names. The default system name is “Phillips”. See “Entering the Identification Name” on page 30 to change the system name.

## Troubleshooting

### Problem

When the handset is placed on the charging unit, no beep sounds.

Cause	Solution
The charging unit is not properly connected to the electricity socket.	Check the connection between charging unit and electrical socket.
Charging contacts are dirty.	Clean the charging contacts with a clean and dry cloth.
Key tones are deactivated.	Activate the function again.

### Problem

Batteries remain low though the handset has been charged for 12 hours.

Cause	Solution
The charging unit is not properly connected to the electricity socket.	Check the connection between charging unit and electrical socket.
Handset batteries are defective.	Order and insert new batteries.

### Problem

No dial tone.

Cause	Solution
The handset is out of range of any DECT system radio (the antenna symbol does not display).	Move closer to a radio of the DECT system.
The handset has not been registered (the antenna symbol is not displayed).	Ask the MDECT system administrator to register the handset to the DECT system.
Batteries are low.	Charge batteries.

**Problem**

An error beep is heard during a call.

<b>Cause</b>	<b>Solution</b>
Batteries are low.	Charge batteries.

**Problem**

The name is not displayed completely.

<b>Cause</b>	<b>Solution</b>
Only one text line is used. The display length cuts off the name by limiting the text line.	Use short names.

