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TAD-723 Digital Telephone Answering System with Day/Time Voice Stamp



Owner's Manual Please read before using this equipment. 43-723.fm Page 2 Monday, May 22, 2000 10:26 AM

READ THIS BEFORE INSTALLATION

Your TAD (Telephone Answering Device) conforms to federal regulations, and you can connect it to most telephone lines. However, each device that you connect to the phone line draws power from the phone line. We refer to this power draw as the device's ringer equivalence number, or REN. The REN is on the bottom of the TAD.

If you use more than one phone or other device on the line, add up all the RENs. If the total is more than five (or three in rural areas), your phone might not ring and your TAD might not answer. If ringer operation is impaired, remove a device from the line.

FCC STATEMENT

Your TAD complies with Part 68 of FCC Rules. You must, upon request, provide the FCC registration number and the REN to your phone company. Both numbers are on the bottom of your TAD.

Note: You must not connect your TAD to:

- · coin-operated systems
- party-line systems

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· most electronic key phone systems

Your TAD is ETL listed to UL standards and meets all applicable FCC standards.

WARNING: To reduce the risk of fire or shock hazard, do not expose this product to rain or moisture.





This symbol is intended to alert you to the presence of uninsulated dangerous voltage within the product's enclosure that might be of sufficient magnitude to constitute a risk of electric shock. Do not open the product's case.



This symbol is intended to inform you that important operating and maintenance instructions are included in the literature accompanying this product.



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] Features

Your RadioShack Digital Telephone Answering System is a sophisticated, fully digital message center.

Fully digital means the TAD (Telephone Answering Device) stores all messages on a computer chip. This gives you advanced capabilities over tape-based answering machines. For example, you can save or delete individual messages.

Because your TAD is fully digital, there are no tape mechanisms to wear out and no tapes to bother with.

The TAD has these features:

High Capacity — lets you record up to 20 minutes of messages and memos.

Voice Day/Time Stamp — records the day and time each message was recorded.

Digitally-Synthesized Voice — guides you through operation of many of the system's features.

Call Screening — lets you listen to incoming calls so you can decide whether or not to answer a call.

Phone Pick-Up Detection — stops recording a caller's message when you pick up any phone on the same line as the TAD, so you can talk to the caller.

Multiple Outgoing Message (OGM) Capacity — lets you set the TAD to play one of two outgoing messages then record the caller's message, or just play an announcement without recording a message.

Memo Recording — lets you leave messages for yourself or others in your home or office.

Remote Operation — lets you use a touchtone phone (or rotary phone and pocket tone dialer) to operate the TAD while you are away from your home or office.

Programmable Remote Operation Security Code — lets you set your own 3-digit security code for remote operation.

Remote Answer-On — lets you call the TAD from a remote location and set it to answer calls.

Adjustable Ring Number — you can set the TAD to answer after two, four, or seven rings.

Toll-Saver — lets you avoid unnecessary toll charges when calling long-distance to check your messages.

Selectable Incoming Message Length lets you set the maximum length of a caller's message to 1 or 5 minutes.

Memory Full Warning — lets you know when the TAD's memory is full.

Memory Backup — protects stored messages in case of a power failure.

Messages Indicator LED — flashes to let you know you have new messages.

LED Message Counter — shows the number of messages the TAD recorded.

Room Monitor — lets you monitor, using a remote phone, the room where the TAD is installed for 30 seconds.



] Installation

Select a location for the TAD that is near both a telephone jack and an easily accessible AC outlet, and out of the way of normal activities.

CONNECTING THE TAD TO THE PHONE LINE

Notes:

- If the phone line jack is not a modular jack, you must update the wiring. You can convert the wiring yourself, using jacks and adapters available at your local RadioShack store. Or, you can let the phone company update it.
- The USOC number of the jack to be installed is RJ11C.
- Unplug your telephone's modular cord from the modular phone line jack and plug it into the **TO PHONE** jack on the back of the TAD.
- Plug one end of the supplied modular cord into the TO LINE jack on the back of the TAD.



3. Plug the cord's other end into the phone line jack.

CONNECTING POWER

Cautions:



You must use a power source that supplies 9V DC and deliv-

ers at least 300 mA. Its center tip must be set to positive and its plug must fit the TAD's **9V** jack. The supplied adapter meets these specifications. Using an adapter that does not meet these specifications could damage the TAD or the adapter.

 Always connect the adapter to the TAD before you connect it to the power source. When you finish, disconnect the AC adapter from the power source before you disconnect it from the TAD.

Follow these steps to connect the power:

- Insert the barrel plug of the supplied AC adapter into the DC 9V 300mA jack on the back of the TAD.
- 2. Plug the other end of the AC adapter into a standard AC outlet.

Each time you connect the TAD to AC power, the LOW BATTERY indicator lights (if no backup batteries are installed), and the TAD initializes itself, then beeps when it finishes.

Notes:

- Do not press any of the TAD's buttons while you are plugging the adapter into the AC outlet. If you accidentally press a button, reset the TAD by unplugging the adapter from the AC outlet then reinserting it.
- The TAD cannot operate without AC power.

INSTALLING THE BACKUP BATTERIES

If AC power fails or you unplug the TAD, four AAA batteries (not supplied) is needed to save any recorded messages and the set-



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tings for the day, time, and security code. We recommend you use RadioShack alkaline batteries.

1. Use a Phillips screwdriver to remove the screw on the battery compartment cover.



- Place the batteries in the compartment according to the polarity symbols (+ and –) marked inside.
- 3. Replace the cover and secure it with the screw.

Replace the batteries when the LOW BAT-TERY indicator lights while the TAD is connected to AC power. **Warning:** Dispose of the old batteries promptly and properly. Do not bury or burn them.

Cautions:

- To avoid losing stored information, be sure the AC adapter is plugged in and connected to the TAD before you replace the batteries.
- Always use fresh batteries of the required size and type.
- Always remove old or weak batteries. Batteries can leak chemicals that can destroy electronic parts.
- Do not mix old and new batteries or different types of batteries.

ON/OFF

TURNING THE TAD ON/OFF

To turn on the TAD, simply press **ON/OFF**. The TAD beeps twice.

To turn off the TAD, press ON/OFF again.

Notes:

• Once you turn on the TAD, it is set to answer calls (see "Setting the TAD to Answer Calls" on Page 9).

• You can also turn on the TAD remotely (see "Remote Commands" on Page 12).

ADJUSTING THE VOLUME

Press **VOLUME** \blacktriangle or \checkmark to adjust the volume to a comfortable listening level. The volume level (0–7) appears on the display. The TAD beeps three times when it reaches the maximum volume level.

SETTING THE DAY AND TIME

Follow these steps to set the current day and time so the TAD can record the day/time voice stamp on each memo and incoming message.

Notes:

 The day/time voice stamp automatically defaults to Sunday, 12 AM when you connect the TAD to power, and does not



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advance until you set the correct day and time.

- CL and 0 flash on the display until you set the day and time.
- If you do not press a button for about 10 seconds after the TAD says an instruction, the TAD exits setup. Start over at Step 1.
- If the TAD is off, press ON/OFF. The TAD beeps twice.
- 2. Hold down **TIME** until the TAD announces the day of the week (about 2 seconds). For example TAD says "Sunday", and the display shows **7**.

Display	Day of the Week
1	Monday
2	Tuesday
3	Wednesday
4	Thursday
5	Friday
6	Saturday
7	Sunday

- 3. Press **SKIP** or **REPEAT** to set the day. The TAD announces the day of the week as you press the button.
- 4. Press **TIME** to store the day of the week.
- Repeat Steps 3–4 to store the hour and minute.

Note: The TAD uses the 12-hour time format. Be sure to set the correct AM or PM hour.

6. The TAD announces the current day, hour and minutes.

To hear the current day of the week and time, press **TIME**.

RECORDING THE OUTGOING MESSAGES (OGM)

The TAD has a built-in outgoing message that says, "Hello, please leave a message after the tone." Use this message or record your own. The TAD lets you record three separate messages, and it operates differently based on which message you select (see "Using the Announce-Only Feature" on Page 9).

> **OGM 1** and **2.** After playing your outgoing message (either the built-in message or one you record), the TAD lets callers record a message of up to 1 or 5 minutes.

> **AO** (announcement only). The TAD plays your outgoing message, but does not let the caller record a message.

Follow these steps to record an OGM.

Note: The maximum length for each outgoing message is 3 minutes. As you record, the display counts up the recording time and beeps when you reach the maximum message length.

 Slide ANNOUNCE SELECT to 1, 2, or AO to select the message you want to record.





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 - 2. Hold down **ANNOUNCE** until you hear a beep (about 2 seconds).



- 3. After the beep, begin speaking your message about 8 inches away from the microphone (located on the front of the TAD).
- Press CODE/STOP to stop recording. The TAD automatically repeats the message then beeps.



SETTING THE INCOMING MESSAGE LENGTH

Slide **INCOMING** to 1 or **5 MINUTES** to restrict the length of incoming messages.



CHECKING AN OGM

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Follow these steps to check any OGM at any time.

1. Slide **ANNOUNCE SELECT** to **1**, **2**, or **AO** to select the desired OGM.

Preparation

2. Press ANNOUNCE to play the OGM.

3. To stop the outgoing message before it ends, press **STOP**.

SETTING THE NUMBER OF RINGS

The ring select switch on the right side of the TAD controls how long the TAD waits before it answers a call. Slide the switch to the appropriate position.



- 2 The TAD answers after two rings.
- 4 The TAD answers after four rings.
- 7 The TAD answers after seven rings.

TS (Toll Saver) — If there are new messages, the TAD answers after two rings. Otherwise, the TAD answers after four rings. This lets you avoid unnecessary charges when calling by long-distance to check your messages. If you hear more than two rings, you know you can hang up because the TAD has no new messages.

Basic Operation

SETTING THE TAD TO ANSWER CALLS

To set the TAD to answer calls, press **ON**/ **OFF**. The display turns on and the TAD beeps twice.



Notes:

- You can use a remote phone to set the TAD to answer calls (see "Remote Commands" on Page 12).
- To set the TAD to not answer calls, turn it off by pressing ON/OFF.

When the TAD answers a call, the outgoing message plays, then the TAD beeps and begins recording.

The caller can leave a message of up to 5 minutes in length depending on the **INCOM-ING** setting (see "Setting the Incoming Message Length" on Page 8). After the caller hangs up or is silent for more than 7 seconds, or the maximum message length is reached, the TAD hangs up and resets to answer the next call. The MESSAGE indicator flashes to indicate an incoming message has been recorded.

Notes:

- The MESSAGE indicator flashes rapidly when the memory is full.
- If the TAD answers a call when its memory is full, it announces "Memory is full"

and beeps twice, waits 10 seconds for any remote operation commands, then hangs up (see "Remote Commands" on Page 12). The TAD cannot record additional messages until you delete some of the old messages (see "Deleting Messages" on Page 10).

 Many local phone companies use calling party control (CPC) to signal that the caller has hung up. Your TAD can recognize a CPC signal and release the line. If the TAD records phone company messages or dial tones, your local phone company probably does not use CPC.

USING THE ANNOUNCE-ONLY FEATURE

Your TAD's announce-only feature lets you set the TAD to play a message for the caller, then automatically hang up without letting the caller leave a message.

To select the announce-only mode, slide AN-NOUNCE SELECT to AO. AO appears. When the TAD receives a call, it plays the announce-only message then hangs up.

To turn off announce-only, slide **ANNOUNCE SELECT** to either 1 or 2.

Notes:

- You must record an announce-only message in order to use this feature.
- When the TAD is set for announce-only, you cannot set it to record calls using the remote commands (see "Remote Commands" on Page 12).



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SCREENING CALLS

To screen your calls, let the TAD answer. Listen to the caller's message through the TAD's speaker. If you decide to answer the call, pick up any phone connected to the same phone line as the TAD. The TAD stops recording and resets to answer the next call.

RECORDING A MEMO

A memo is a message that you record by speaking directly into the TAD, without calling in on the phone. Follow these steps to record a memo up to 3 minutes long.

1. Press **MEMO** and the TAD beeps. The display timer starts counting. Record your memo.

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\bigcirc	STOP	Õ
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 When you finish speaking, press CODE/ STOP. The message indicator light flashes until you play the memo. The light remains on until you delete played memos (see "Deleting Messages"). To play back a memo, see "Playing Incoming Messages/Memos."

PLAYING INCOMING MESSAGES/MEMOS

The MESSAGE indicator flashes after the TAD records one or more incoming messages or memos. The display shows how many messages were recorded.

1. To listen to all messages (including memos), press PAUSE/PLAY.

The TAD plays each recorded message in sequence, beginning with the first new message. Before each message, the TAD announces the day and time the message was recorded. After playing the last message, the TAD says, "End of messages."

After you play the messages, the MES-SAGE indicator lights steadily and the TAD automatically saves the messages and resets to answer calls.

 To replay the messages, press PAUSE/ PLAY.

Note: To pause while listening to messages, press **PAUSE/PLAY**. The playback resumes automatically after 1 minute or when you press **PAUSE/PLAY** again.

- 3. During message playback, you can repeat the current message, or skip backward or forward to the previous or next message.
 - To repeat the current message, press REPEAT.
 - To skip backward to any message, press REPEAT until you reach the message number you want to hear.
 - To skip forward to the next message, press SKIP.
- 4. To stop message playback at any time, press **CODE/STOP**.

DELETING MESSAGES

You can delete messages individually during playback, or all at once after playback.



To delete a particular incoming message or memo (after listening to it), press **DELETE** immediately during playback.

To delete all messages after playback, hold down **DELETE** for about 2 seconds. The TAD says, "Messages deleted". The display



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shows **0** and the MESSAGE indicator light turns off.

Note: If you press **DELETE** before playback of all messages, the TAD beeps three times. You cannot delete all messages until you play back all new messages.

Remote Operation

While you are away from your home or office, you can use a touch-tone phone or a pulse (rotary) phone with a pocket tone dialer to enter your remote operation security code and do any of the following:

- set the TAD to answer calls
- · listen to your messages
- record a new OGM
- · record a memo
- · delete individual or all messages
- · change the security code
- · turn on the room monitor

CHANGING THE REMOTE OPERATION SECURITY CODE

To use your TAD from a remote telephone, you must first enter a 3-digit remote operation security code. The security code for your TAD is preset to 500. Use the preset code, or follow these steps to change it.

Note: Steps 2 and 3 require you to enter your digit selection within 8 seconds. Otherwise, the TAD beeps once and exits setup. Start again at Step 1 if this happens.

1. Hold down **CODE/STOP**. The display shows the code's first digit and the TAD announces, "first digit."

- Press SKIP or REPEAT to select the desired digit.
- Press CODE/STOP to store the selected digit. The second digit appears and the TAD announces, "second digit".
- Repeat Steps 2 and 3 to set the second and third digits of the security code.
- 5. After you press **CODE/STOP** to store the third digit, TAD announces your security code by saying, "Code is ---".

To check your security code, press CODE/ STOP.

OPERATING THE TAD FROM A REMOTE LOCATION

- 1. Dial your phone number. Even if the TAD is not set to answer calls, it will answer after about 10 rings.
- 2. After the outgoing message plays and the TAD beeps, enter your remote operation security code.

Note: If you pause for 8 seconds between digits, the TAD hangs up.

- 3. Enter the remote command (see "Remote Commands" on Page 12).
- 4. When you finish, press ***** to end remote access.



REMOTE COMMANDS

Press	То	
1	Replay the current message.	
11	Replay the previous message.	
2	Play all or new messages.	
3	Skip to the next message.	
# 3	Change the remote security code. Enter a new 3-digit code.	
4	Play OGM 1.	
5	Play OGM 2.	
# 4	Record OGM 1. Enter 0 to finish the recording and the TAD will play the new OGM 1 for confirmation.	
# 5	Record OGM 2. Enter 0 to finish the recording and the TAD will play the new OGM 2 for confirmation.	
# 6	Record memo. Enter 0 to finish the recording.	
7	Delete the current message (during playback).	
# 7	Delete all messages.	
8	Monitor the room where the TAD is installed for 30 seconds.	
9	Turn on/off the TAD. If the TAD is on it beeps twice when it answers.	
0	Stops playback, including incoming messages, memos, and the OGM recording.	
*	Hang up. The TAD announces, "The machine will now hang up."	

Notes:

If your telephone line has CPC service and you hang up while the TAD is playing back the messages, it stops playback immediately and resets to answer the next call.

If you do not have CPC service and you hang up while the TAD is playing back the messages, the TAD might not recognize that you hung up. If someone calls while the TAD continues to play the messages, the caller hears a busy signal. We recommend that you play all the messages or skip forward through the messages using remote commands until the TAD beeps once before you hang up.

After you enter the correct security code the TAD announces your command choices. When you enter a remote command, the TAD performs the operation immediately.

Press ***** to end remote access, otherwise, the TAD remains connected for about 1 minute, then disconnects.



Troubleshooting

We do not expect you to have any problems with your TAD, but if you do, try these suggestions. If the TAD still does not operate properly, take it to you local RadioShack store for assistance.

Problem	Remedy
The TAD does not answer calls.	Check all phone line connections.
	Make sure the AC adapter is properly con- nected.
	TAD is full. Delete messages.
	TAD is not turned on. Press ON/OFF .
The outgoing announcement is distorted.	Re-record the announcement, speaking in a normal tone of voice about 8 inches from the TAD.
The TAD does not respond to remote commands.	Carefully re-enter your remote operation secu- rity code. If the TAD fails to respond, the secu- rity code might have reset to the default code. Enter the default remote security code (500).
	Check for a power outage. Make sure the AC power is connected to the wall outlet and the 9V DC adapter is properly connected to the TAD.
	Do not enter commands while the TAD is mak- ing announcements or sounding tones.

CARE

To enjoy your TAD for a long time:

- Keep the TAD dry. If it gets wet, wipe it dry immediately.
- Use and store the TAD only in normal temperature environments.
- Handle the TAD gently and carefully. Do not drop it.
- Keep the TAD away from dust and dirt.

 Wipe the TAD with a damp cloth occasionally to keep it looking new.

Modifying or tampering with the TAD's internal components can cause a malfunction and might invalidate its warranty and void your FCC authorization to operate it. If your TAD is not performing as it should, take it to your local RadioShack store for assistance. If the trouble is affecting the telephone lines, the phone company can ask you to disconnect your TAD until you have resolved the problem.



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THE FCC WANTS YOU TO KNOW

In the unlikely event that your TAD causes problems on the phone line, the phone company can temporarily discontinue your service. If this happens, the phone company attempts to notify you in advance. If advance notice is not practical, the phone company notifies you as soon as possible and advises you of your right to file a complaint with the FCC.

Also, the phone company can make changes to its lines, equipment, operations, or procedures that could affect the operation of your TAD. The telephone company notifies you of these changes in advance, so you can take the necessary steps to prevent interruption of your telephone service.

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LIGHTNING

Troubleshooting

Your TAD has built-in protection circuits to reduce the risk of damage from surges in telephone line and power line current. These protection circuits meet or exceed the FCC requirements. However, lightning striking the telephone or power lines can damage your TAD.

Lightning damage is not common. Nevertheless, if you live in an area that has severe electrical storms, we suggest that you unplug your TAD during storms to reduce the possibility of damage.





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Limited One-Year Warranty

This product is warranted by RadioShack against manufacturing defects in material and workmanship under normal use for one (1) year from the date of purchase from RadioShack company-owned stores and authorized RadioShack franchisees and dealers. EXCEPT AS PROVIDED HEREIN, RadioShack MAKES NO EXPRESS WARRANTIES AND ANY IMPLIED WARRANTIES, INCLUDING THOSE OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE LIMITED IN DURATION TO THE DURATION OF THE WRITTEN LIMITED WARRANTIES CONTAINED HEREIN. EXCEPT AS PROVIDED HEREIN, RadioShack SHALL HAVE NO LIABILITY OR RE-SPONSIBILITY TO CUSTOMER OR ANY OTHER PERSON OR ENTITY WITH RESPECT TO ANY LIABILITY, LOSS OR DAMAGE CAUSED DIRECTLY OR INDIRECTLY BY USE OR PERFOR-MANCE OF THE PRODUCT OR ARISING OUT OF ANY BREACH OF THIS WARRANTY, IN-CLUDING, BUT NOT LIMITED TO, ANY DAMAGES RESULTING FROM INCONVENIENCE, LOSS OF TIME, DATA, PROPERTY, REVENUE, OR PROFIT OR ANY INDIRECT, SPECIAL, INCIDEN-TAL, OR CONSEQUENTIAL DAMAGES, EVEN IF RadioShack HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Some states do not allow limitations on how long an implied warranty lasts or the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

In the event of a product defect during the warranty period, take the product and the RadioShack sales receipt as proof of purchase date to any RadioShack store. RadioShack will, at its option, unless otherwise provided by law: (a) correct the defect by product repair without charge for parts and labor; (b) replace the product with one of the same or similar design; or (c) refund the purchase price. All replaced parts and products, and products on which a refund is made, become the property of RadioShack. New or reconditioned parts and products may be used in the performance of warranty service. Repaired or replaced parts and products are warranted for the remainder of the original warranty period. You will be charged for repair or replacement of the product made after the expiration of the warranty period.

This warranty does not cover: (a) damage or failure caused by or attributable to acts of God, abuse, accident, misuse, improper or abnormal usage, failure to follow instructions, improper installation or maintenance, alteration, lightning or other incidence of excess voltage or current; (b) any repairs other than those provided by a RadioShack Authorized Service Facility; (c) consumables such as fuses or batteries; (d) cosmetic damage; (e) transportation, shipping or insurance costs; or (f) costs of product removal, installation, set-up service adjustment or reinstallation. This warranty gives you specific legal rights, and you may also have other rights which vary from

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