

Cat. No. 43-716  
**OWNER'S MANUAL**

Please read before using this equipment.

**TAD-716**

**Single Microcassette  
Answering System**





**RadioShack®**

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

	<b>CAUTION</b> RISK OF ELECTRIC SHOCK. DO NOT OPEN.	
<b>CAUTION:</b> TO REDUCE THE RISK OF ELECTRIC SHOCK, DO NOT REMOVE COVER OR BACK. NO USER-SERVICEABLE PARTS INSIDE. REFER SERVICING TO QUALIFIED PERSONNEL.		



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

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Your RadioShack TAD-716 Single Microcassette Answering System is ideal for your home or office. It is easy to use and has the following features.

**Single Microcassette Operation** — lets you store your messages.

**One Button Operation** — easy to use.

**Remote Operation** — lets you use a touch-tone phone (or rotary phone and pocket tone dialer) to enter a 3-digit remote operation security code so you can play back or record messages while you are away from your home or office.

**Remote Answer-On** — lets you call from a remote location to set the TAD-716 to answer calls.

**Call Monitor** — lets you listen while a caller leaves a message so you can decide if you want to answer the call.

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

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**Broken Tape Detection/Indication** — sounds a continuous tone to alert you when the tape is broken or not inserted properly.

**Tape Full Detection** — signal caller when the message capacity is full.

**VOX (Voice-Activated Recording)** — stops recording after 7 seconds of silence to conserve tape space for other messages.

**Auto Reset** — stops recording when you pick up any phone on the same phone line and resets to answer the next call.

**Message Indicator** — flashes to indicate the number of incoming calls recorded (up to 4). It flashes continuously if there are more than 4 calls or if there are messages recorded when a power failure occurs.

This answering system is ETL listed and complies with all applicable FCC standards.

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## READ THIS FIRST

We have designed the TAD-716 to conform to federal regulations, and you can connect it to most telephone lines. However, each device 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-716.

If you are using more than one device on the line, add up all the RENs. If the total is more than five (three in rural areas), your phones might not ring and the TAD-716 might not answer. If ringer operation is impaired, remove a device from the telephone line.

## FCC STATEMENT

The TAD-716 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 the TAD-716.

**Note:** You must not connect the TAD-716 to:

- coin-operated systems
- party-line systems
- most electronic key phone systems

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## **PREPARATION**

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### **SELECTING A LOCATION**

The TAD-716 is designed to rest on a flat surface such as a desktop or countertop. Select a location that is:

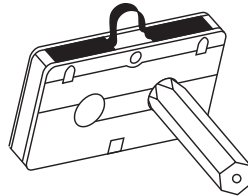
- near an accessible AC outlet
- near a modular telephone line jack

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 the wiring for you. The USOC number of the jack to be installed is RJ11C.

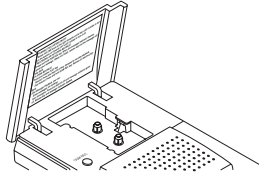
### **LOADING THE CASSETTE**

The TAD-716 comes with a MC-20 cassette tape (10 minutes of recording time per side). You can buy additional and different length cassettes at your local RadioShack store.

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1. Turn the supplied cassette's hub with a pencil to take up any tape slack.



2. Lift open the cassette compartment door, then remove and discard the tape card from inside the compartment.



3. Put the cassette in the compartment with its full reel at the left side and its open edge to the left of the TAD-716.
4. Close the compartment door.

**Notes:**

- You can turn the tape over and record on the other side. This lets you save any messages recorded on the first side while using the tape to record more messages.
- Replace the tape at least once a year.

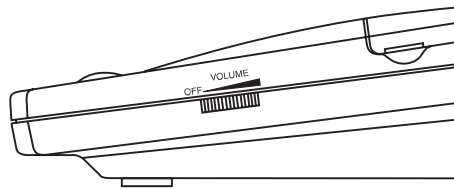


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## CONNECTING POWER

1. Plug the supplied AC adapter into a standard AC outlet.
2. Rotate **VOLUME** counterclockwise until it clicks to turn on the TAD-716.



The message indicator turns on while the TAD-716 checks for an outgoing message.

If an outgoing message is already recorded, the TAD-716 automatically plays it back. If there is no outgoing message, the TAD-716 sounds a beep every 5 seconds until you record a message (see "Recording the Outgoing Message" on Page 10).

**Note:** If the cassette tape is broken or is not inserted properly, the TAD-716 sounds a continuous low tone when it is connected to power. To stop the tone, unplug the adapter from the AC outlet. Reinsert or replace the tape, then plug the adapter back into the AC outlet.

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## RECORDING THE OUTGOING MESSAGE

Before you can use the TAD-716, you must record the outgoing message. The maximum length for your outgoing message is 60 seconds.

**Hint:** To help protect your home or office, do not tell callers you are away. Instead, say you cannot come to the phone at this time.

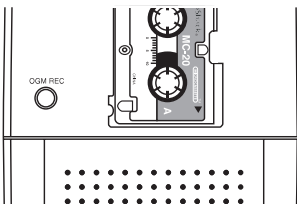
Follow these steps to record an outgoing message.

1. If the TAD-716 is off, rotate **VOLUME** counterclockwise until it clicks to turn it on. The message indicator turns on.

**Note:** If the new message indicator is flashing, press **PLAY** to play all messages before you record a new announcement. Recording an outgoing message erases any stored messages.

2. Lift open the cassette compartment door.

3. Hold down **OGM REC.** When the message indicator begins flashing, speak clearly towards the built-in microphone.

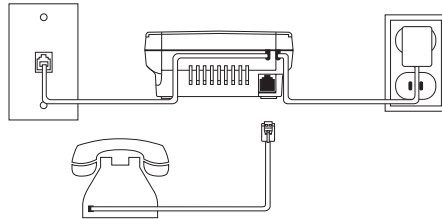


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4. When you finish recording, release **OGM REC**. The TAD-716 plays back the outgoing message to you. Then it is ready to receive incoming calls.
  5. Adjust **VOLUME** to a comfortable listening level.

You can press **OGM REC** at any time to hear the outgoing message. Your outgoing message plays, then the TAD-716 resets to answer incoming calls automatically.

## CONNECTING TO THE PHONE LINE

To connect a telephone to the TAD-716, plug the TAD-716's modular cord into a modular phone jack. Then insert the telephone's modular plug into the phone jack on the back of the TAD-716.



## **BASIC OPERATION**

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Rotate **VOLUME** on the side of the TAD-716 counter-clockwise until it clicks to turn on the TAD-716. When the message indicator lights steadily and no tones sound, the TAD-716 is ready to answer calls.

The TAD-716 hangs up and resets to answer the next call when:

- the caller hangs up
- the maximum message length of about 1 minute is reached
- there are more than 7 seconds of silence

The TAD-716's supplied tape can record up to about 10 minutes of incoming messages per side. The maximum length for an incoming message is 60 seconds. Additional and different length cassettes are available at your local RadioShack store.

If the tape runs out while a caller is leaving a message, the TAD-716 beeps and hangs up.

If there are no new messages, the TAD-716 answers after 4 rings. When there are new message which have not been reviewed, the TAD-716 answers after 2 rings.

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If the incoming message tape is full, the TAD-716 answers a call after 10 rings, plays back the outgoing message, then waits 7 seconds for you to enter the remote operation security code. If you do not enter the correct code, the TAD-716 beeps and hangs up.

Rotate **VOLUME** counterclockwise to increase the volume, or clockwise to decrease it.

To have the TAD-716 not answer calls, turn it off by rotating **VOLUME** clockwise until it clicks. The message indicator turns off.

## **SCREENING CALLS**

To screen calls, let the TAD-716 answer them. Listen to the caller's message through the TAD-716's speaker. If you decide to answer the call, pick up any phone on the same phone line as the TAD-716. The TAD-716 stops recording and resets to answer the next call.

**Note:** If you pick up the phone just as the TAD-716 answers, the TAD-716 might not stop recording the message. If this happens, press the telephone's switchhook for about one second. The TAD-716 stops and resets to answer the next call.

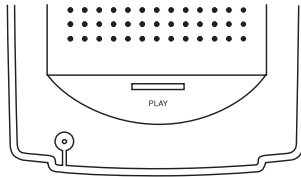
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## PLAYING MESSAGES

The maximum length for each message is 60 seconds. The message indicator flashes when you have messages.

Press **PLAY** to hear your messages. The TAD-716 plays back your messages in the order they were received. After the last message has played, playback stops and the message indicator lights steadily.



You must save old messages (see "Saving Messages" on Page 15) or new messages will record over them.

### To Pause During Playback

Rotate **VOLUME** to **OFF** to pause or stop during playback.

Rotate **VOLUME** counterclockwise until it clicks to resume playing messages.

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### **To Fast-Forward During Playback**

Hold down **OGM REC** until you reach the message you want. Playback resumes when you release **OGM REC**.

**Note:** If you hold the key down until the end of the tape, the TAD-716 rewinds and stops.

### **To Rewind During Playback**

Hold down **PLAY**. When you reach the message you want, release the key to resume playback.

## **SAVING MESSAGES**

After the last message plays and the tape rewinds to the beginning, hold down **PLAY** until the message indicator goes off. Release the key and the message indicator flashes, indicating the TAD-716 is ready to answer incoming calls and save new messages.

**Note:** You must follow this procedure each time you listen to incoming messages, before the TAD-716 answers a new incoming call.

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## POWER FAILURE PROTECTION

If an AC power failure occurs, or the power plug comes out of the wall, the TAD-716 shuts down until power is restored. When power is restored, any messages recorded before the power failure will be saved and the message indicator flashes. If the TAD-716 is still not operating properly when the power is restored, you must reset it (see "Resetting the TAD-716").

## RESETTING THE TAD-716

1. Unplug the TAD-716 from the AC outlet and flip the microcassette to the other side.
2. Plug the machine back into the AC outlet. The TAD-716 begins searching the tape messages (this might take 2–3 minutes).

If the message indicator flashes, press **PLAY** to play all the messages. Then the message indicator lights steadily.

3. Record a new outgoing message.



## **REMOTE OPERATION**

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While you are away from your home or office, you can operate the TAD-716 using a touch-tone phone or a pulse phone with a pocket tone dialer. Carry the supplied Remote Operation Card in your wallet or purse for reference when using the TAD-716 from a remote location.

## **REMOTE SECURITY CODE**

A three-digit security code is located on the bottom of your TAD-716. You need this number to get your messages when calling from a remote phone. Write down your code in the space provided on the enclosed Remote Operation Card.

## **REMOTE ACTIVATION**

If you forget to turn your TAD-716 on, you can call and turn it on from a remote phone. Simply call your phone number. The TAD-716 answers after 12 or 14 rings, then is set to answer incoming calls.

**Note:** Be sure to rotate **VOLUME** counterclockwise when you get home or you will not hear incoming calls.

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## REMOTE MESSAGE PLAYBACK

1. Call your phone number from a touch-tone phone.

After the TAD-716 answers, it plays the outgoing message, sounds a series of beeps, then one long tone. The length of the beeps depends on the number of messages.

You can leave a flag message up to 1 minute long to remind yourself that you have heard all the recorded messages up to this point on the tape.

2. Whether or not you have left a flag message, enter your three-digit security code (see "Remote Security Code" on Page 17). The TAD-716 sounds a series of beeps while the tape rewinds. (If there are no beeps, enter the code again).

The TAD-716 plays back all recorded incoming messages, with a short beep between each message. When all incoming messages have played, the TAD-716 sounds another series of beeps.

**Note:** If you hang up while messages are playing, the machine continues playback until all the recorded messages have played.

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After 5 seconds, the TAD-716 sounds a single long beep. You can leave a remote memo (up to 1 minute) or enter your three-digit security code to replay the incoming messages again.

3. To end playback, simply hang up. All messages are automatically saved and the TAD-716 resets itself to answer the next incoming call.

**Note:** You cannot use this feature when calling in from a rotary or push-button pulse dial phone without a pocket tone dialer. Also, some touch-tone phones only output tones for a fraction of a second. If you have difficulty with remote operation, try another phone, or use a pocket tone dialer.

## REMOTE MESSAGE ERASE

After playing all messages, the TAD-716 sounds a series of beeps.

Enter your three-digit security code within 5 seconds after the beeps. After 2 short beeps sound, hang up. All messages are automatically erased and the TAD-716 resets itself to answer the next incoming call.

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## TOLL SAVER

The TAD-716 has a built-in automatic toll-saving feature. It answers in 4 rings if there are no new or saved messages, or 2 rings if you have messages to review. This feature lets you know if you have received any messages before it answers, thus saving long distance costs.

If your phone rings more than twice, you know that you don't have any messages, so you can hang up on the third ring before the TAD-716 answers and save the cost of the call.

**Note:** If no messages are received, or if messages have been saved after playback, the TAD-716 answers after the fourth ring.

If the TAD-716 answers after 2 rings, you have received messages. Follow the steps in "Remote Message Playback" on Page 18. If messages have been saved after remote playback, the TAD-716 answers after the second ring.

**Note:** If the tape is full, the TAD-716 answers after 10 rings.

## **TROUBLESHOOTING**

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We do not expect you to have any problems with the TAD-716, but if you do, be sure you installed the tape correctly and turned on the TAD-716. If you still have a problem, this chart might help. If not, take the TAD-716 to your local RadioShack store for assistance.

<b>Problem</b>	<b>Solution</b>
The TAD-716 does not answer and record callers' messages.	Turn on the TAD-716 by rotating <b>VOLUME</b> counter-clockwise so the message indicator turns on.
	Record an outgoing message.
	Check and reconnect the modular phone plug.
The TAD-716 records a dial tone, beeping, or the operator's voice instead of the caller's message.	If this happens often, discuss the problem with your phone company.

Problem	Solution
The TAD-716 does not respond to any button.	Turn on the TAD-716 by rotating <b>VOLUME</b> counter-clockwise so the message indicator lights.
	Reset the TAD-716 by unplugging the AC adapter from the AC outlet then plugging it in again.
Outgoing message sounds distorted.	Rerecord the message. Speak clearly into the microphone at a normal volume from about 12 inches away.
Incoming messages sound distorted.	Clean the head using a tape head-cleaning kit (see "Cleaning the Tape-Handling Parts" on Page 25).
	Unplug the adapter from the AC outlet, replace the tape, then plug the adapter back into the AC outlet.

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Problem	Solution
Continuous tone sounds.	Record an outgoing message (see "Recording the Outgoing Message" on Page 10).
	Unplug the adapter from the AC outlet, replace the tape, then plug the adapter back into the AC outlet.
The message indicator blinks continuously, but there are fewer than five incoming messages.	Press <b>PLAY</b> . The TAD-716 plays back any saved messages then any new incoming messages.

## **CARE AND MAINTENANCE**

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To enjoy your RadioShack TAD-716 Single Microcassette Answering System for a long time:

- Keep the TAD-716 dry. If it gets wet, wipe it dry immediately.
- Use and store the TAD-716 only in normal temperature environments.
- Handle the TAD-716 gently and carefully. Do not drop it.
- Keep the TAD-716 away from dust and dirt.
- Wipe the TAD-716 with a damp cloth occasionally to keep it looking new.

Modifying or tampering with the TAD-716's internal components can cause a malfunction and invalidate its warranty. If your TAD-716 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-716 until you have resolved the problem.



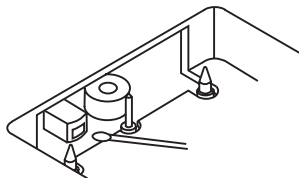
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## CLEANING THE TAPE-HANDLING PARTS

To restore the sound quality, you must inspect and clean the tape head. Dirt, dust, or particles of the tape's coating can accumulate on the tape heads and other parts that the tape touches. This can greatly reduce the performance of the cassette player.

We recommend cleaning the tape head about every 3 months. Rotate **VOLUME** clockwise to **OFF** until it clicks to turn off the TAD-716, then remove the cassette. Gently clean the tape-handling parts with a swab dipped in tape head-cleaning solution, available at your local RadioShack store.



**Caution:** To avoid damage to the tape head, never use a chemical not approved for tape head cleaning and never touch the tape head with your fingers or any metal object.

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## **THE FCC WANTS YOU TO KNOW**

In the unlikely event that the TAD-716 causes problems on the phone line, the phone company can disconnect your service. The phone company attempts to notify you in advance. If advance notice is not practical, the phone company notifies 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 the TAD-716. The phone company notifies you of these changes in advance, so you can take the necessary steps to prevent interruption of your phone service.

## **LIGHTNING**

The TAD-716 has built-in protection circuits to reduce the risk of damage from surges in phone and power line current. These protection circuits meet or exceed FCC requirements. However, lightning striking the phone line or power lines can damage the TAD-716.

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Lightning damage is not common. Nevertheless, if you live in an area that has frequent electrical storms, we suggest that you unplug the TAD-716 during storms to reduce the possibility of damage.

### 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 RESPONSIBILITY TO CUSTOMER OR ANY OTHER PERSON OR ENTITY WITH RESPECT TO ANY LIABILITY, LOSS OR DAMAGE CAUSED DIRECTLY OR INDIRECTLY BY USE OR PERFORMANCE OF THE PRODUCT OR ARISING OUT OF ANY BREACH OF THIS WARRANTY, INCLUDING, BUT NOT LIMITED TO, ANY DAMAGES RESULTING FROM INCONVENIENCE, LOSS OF TIME, DATA, PROPERTY, REVENUE, OR PROFIT OR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, EVEN IF RadioShack HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Some states do not allow the limitations on how long an implied warranty lasts or the exclusion 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 state to state.

RadioShack Customer Relations, 200 Taylor Street, 6th Floor, Fort Worth, TX 76102

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