## **NEC Conference Max Plus**

## Audio Conferencing

## **PROGRAMMING OPTIONS**

### To Access the Programming Menus

Press and hold until  $\Rightarrow$  appears on the LCD screen. Then press the key that corresponds with the desired menu option and follow the instructions below.

Menu Option	Кеу	Programming	
Ringer Melody	1	Press (	
Dialing Mode	2	Press 📿 . The current dialing selection will flash. Press 1 for tone, 2 for pulse. Press 📿 to save selection.	
Flash Duration	3	Press $$ . The current duration will flash. Press 1-5 to select duration. 1 = 600ms, 2 = 300ms, 3 = 150ms, 4 = 100ms, 5 = 80ms. Press $$ to save selection.	
Local Number*	4	Press 😧 . Enter the phone number that you want to appear on the LCD screen when the phone is in standby. Press 😧 to save selection.	
Conference*	5	Press 📿 . Enter the phone number that you want the Conference key to dial. Press 📿 to save the number.	
Service*	6	Press 📿 . Enter the phone number that you want the 0 key to dial. Press 📿 to save the number.	
Press CLEAR once to return to the previous menu level or hold to exit Programming mode without saving changes.			
*Press and hold the "J been programmed, use	" key to enter a h CLEAR to delet	yphen or the "*" key to enter a space in the number. If a number has already e the old number before entering the new number.	

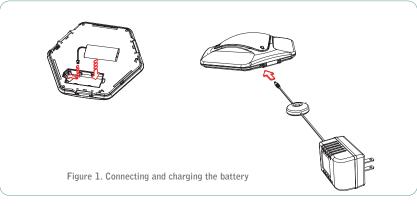
# CAUTION: Read the Safety Information in the instruction manual.

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### **CONFERENCE PHONE SETUP**

#### To Connect and Charge Batteries

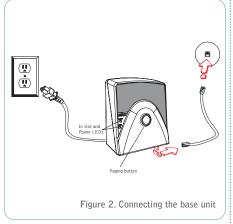
- 1. Slide the cover off the battery compartment on the bottom of the pod.
- 2. Connect the battery pack plug into the port in the compartment and insert the battery pack. Slide the cover back into place.



3. Connect the power supply/charger to the conferencing pod and plug it into an electrical outlet. Charge batteries for 15 hours prior to first use.

## To Connect Base Unit

- Connect one end of the telephone cable into the phone jack on the back of the base unit and the other end into a wall jack.
- 2. Connect a recording device to the 2.5mm audio jack (if desired).
- Connect the power cord to the base unit and plug it into an electrical outlet. The base unit may be located up to 150 feet from the conferencing pod.



## **Getting Started Guide**

III KEYPAD FUNCTIONS			
Кеу	Function		
ON / OFF	Press to activate the phone and access the dial tone. Press again to hang up the phone and return to Standby mode.		
EDIT-	Press to dial stored numbers. Press and hold for two seconds to enter the Phonebook Edit mode.		
PROG.	Press once to dial the last number called. Press and hold for two seconds to enter Program mode.		
CONFERENCE	Press to dial your conferencing services provider. This feature must be programmed.		
FLASH	Press to enable call forwarding, call waiting, or three-way calling (if supported by your telephone service).		
	Press once to clear the last digit entered or press and hold to clear all numbers. Press to exit Program mode.		
Volume	Press while on a call to adjust call volume. Press while phone is ringin or in Standby mode to adjust ringer volume.		
МИТЕ	Press once to mute microphones during a call. Press again to unmute. Press once during ringing to mute the ringer.		

## I LCD DISPLAY



Icon	Description	Icon	Description
Battery	<ul> <li>Indicates battery level</li> <li>Flashes when batteries require charging</li> <li>Animates during charging</li> </ul>	<b>¥</b> Signal	<ul> <li>Indicates radio signal</li> <li>Flashes when out of range or base unit is not plugged in</li> </ul>
Phone	<ul> <li>Indicates phone is in use</li> <li>Flashes when phone is ringing</li> </ul>	≯ Ringer Off	<ul> <li>Displays when ringer is turned off</li> </ul>
	Appears when microphones are muted	Scroll	<ul> <li>Appears when more than 18 digits are entered</li> </ul>
Phonebook	Indicates Phonebook mode	X Hourglass	<ul> <li>Appears below the talk time remaining counter during calls</li> </ul>
≫ Program	<ul> <li>Illuminates when phone is in Program or Phonebook Edit mode</li> </ul>	<b>کا</b> Timer	<ul> <li>Appears below the elapsed call time during calls.</li> </ul>

## **USING THE PHONE**

## To Make a Call

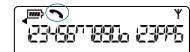


Figure 3. The phone icon appears when the phone is active.

- 1. Press the **ON/OFF** key to activate the phone. You will hear a dial tone.
- 2. Dial the number as you would on a standard phone. The number is displayed on the LCD screen.
- A You can also predial the number while in Standby mode and press the ON/OFF key to connect the call.

To add a pause to the number you are predialing, press and hold the # key.



Figure 4. The elapsed call time (left) and approximate remaining talk time (right) appear when a call is in progress.

#### To Make a Call Using the Phonebook

- 1. Press the **ON/OFF** key to turn on the phone. You will hear a dial tone.
- 2. Press the PHONEBOOK key.
- 3. Press the number (0-9) that corresponds with the stored phone number you want to dial.

#### To Answer a Call

• Press the ON/OFF key. The phone will ring (unless ringer is turned off) and the phone LEDs and phone icon on the LCD screen will flash when there is an incoming call.

#### To End a Call

• Press the ON/OFF key.

#### To Store a Number in the Phonebook

- 1. Enter the number while phone is in standby (inactive) mode.
- To add a pause to the phone number, press and hold the pound (#) key. To add a dash to the phone number, press and hold the 1 key. To add a space to the phone number, press and hold the star key (\*).
- 2. Press and hold the PHONEBOOK key until the Phonebook and Program icons appear.



Figure 5. The Phonebook and Program icons.

- Assign a Phonebook location (0-9) by pressing the corresponding number key.
- 4. Press PHONEBOOK again to save the entry. You will hear a confirmation tone.
- 5. To exit Phonebook Edit mode before saving the entry, press CLEAR.

## To Adjust Ringer Volume

- While the phone is ringing, press VOLUME UP or VOLUME DOWN.
- While the phone is inactive, press VOLUME UP or VOLUME DOWN. The ringer melody will play once at the new level.

## To Turn the Ringer On/Off

• Press and hold the star key (\*).

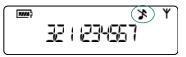


Figure 6. Ringer off icon.

#### To Access Your Conferencing Service

• Press the CONFERENCE key. This feature must be programmed before use.