**Instructions for Oricom big button cordless phone (ES6504)**

# General description of the phone

This cordless telephone has big bold white numbers on large black buttons. The phone is white in colour and is the same size as most other cordless telephones.

# Orientation to the phone buttons

## Front face of the handset

At the top end of the handset is an LCD display. The three buttons directly located horizontally under the display from left to right are the memory key 1, menu/OK and the memory key 2. The large round button below these three buttons, on the left hand side is the talk on/off key. To the right of the talk on/off key are two rectangular buttons. The top button is cancel/recall button. And the bottom button is the handsfree button. The numeric keypad is located below the above buttons.

## Left side of the handset

On the left hand side of the phone there are two buttons which are located about one third of the way down from the top of the phone. The top button is redial/up/increase volume button. The bottom button is caller ID/Down/decrease volume button.

## Back of the handset

The battery compartment is located at the bottom of the phone.

## The base unit

The handset comes with a base unit which holds the phone to charge it when not in use. The base unit is rectangular in shape and white in colour. At the back of the unit on the right hand side is the power and phone line sockets. The round hole located on the far right is the power socket and the square socket next to it is the phone line socket. On the front of the base unit is a round black button which is the page button. In the centre of the base unit are 2 protruding pins which the bottom of the handset needs to engage in order for it to charge.

# How to use the phone

## Installation

### Power supply

1. Connect the round end of the mains adaptor into the power socket at the back of the base unit and the mains adaptor into the wall.
2. Connect the telephone lead to the square phone cord socket on the back of the base unit and to the phone socket on the wall.

### Fitting batteries

Only use the rechargeable batteries provided with the phone.

1. Place your handset with the keypad facing down and the rounded end closest to you.
2. Remove the battery compartment cover by pushing down on the indent and sliding it away from you.
3. Insert the supplied batteries into the battery compartment; ensuring that the battery on the left has the negative flat end facing away from you and the right battery has the negative flat end closest to you.
4. Slide the battery compartment cover back into place. It will click when it is in the correct position.

NOTE:

Place the handset in the base unit and leave it there for 16 hours to charge the batteries fully before first use.

### Recharging your cordless phone

When your handset battery becomes low the Low Battery symbol appears on the display. To recharge it, just replace the handset on the base unit.

Tip! It is good practice to put the handset on the base unit when it is not in use or every evening ensure the handset is always fully charged.

## Basic operation

### To answer a call

1. When you receive a call both handset and base will ring.
2. Press the talk button to answer the call.
3. To end the call, press the talk button again or replace the handset back in the base.

During a call, to adjust the volume in the handset’s earpiece or speakerphone press the volume button repeatedly.

### Making a call

1. Press the talk button
2. Check that the dial tone is present and then key in the number. The dialled number appears on the display
3. To end the call, press the talk button again or replace the handset back in the base.

### Using the hands-free speakerphone

The hands-free function provides the convenience of talking to the caller without holding onto the phone and allows others in the room to be involved in the conversation.

To activate the speakerphone, press the speakerphone button when the phone is in standby mode or after having pressed the talk button to make or pick up a call.

Press the volume button repeatedly to adjust the speaker volume.

To switch back to normal mode from a speakerphone call, briefly press the speakerphone button.

### Pre-dialling

Pre-dialling allows you to enter a telephone number and verify it on the screen before you place the call.

1. In standby mode enter the phone number you wish to dial.
2. If you make a mistake, press the delete button to erase one digit at a time. Or you can press and hold the delete button to clear the entire number and return the phone to standby.
3. Press the talk button to dial out the number
4. To end the call, press the talk button again or replace the handset back in the base

### Last number redial

You can review and call back the last 3 numbers you have dialled.

1. In standby mode press the number redial/pause button to scroll through the last 3 numbers you dialled.
2. Select the number you want to redial and press the talk button to dial the number.

### Adjusting the earpiece volume

During a call, to adjust the volume in the handset’s earpiece or speakerphone press the volume button repeatedly.

### To page the handset

This function is useful if you cannot find the handset.

On the base unit press and release the page button. The handset rings with a special tone.

To stop the handset ringing, on the handset press any button or numbered key.

### Handset ringer volume

1. While the handset is in standby mode press the volume button.
2. Press the back/recall button to decrease the volume level and press the forward button to increase the volume level.
3. Press the volume button again to confirm, otherwise wait a few seconds for the new setting to be automatically confirmed and the display goes back to standby mode.

### Handset ringer melody

You have a choice of 9 ringing melodies

1. While the handset is in standby mode press the volume number and hold it for about 3 seconds.
2. Press the back/recall or forward buttons to briefly hear the different ringing melodies.
3. When you reach the melody you prefer press the volume button again to confirm, otherwise wait a few seconds for the new setting to be automatically confirmed and the display goes back to standby mode.

### To mute the mouthpiece

1. To put the call on hold, so the person on the other end cannot hear you, press the delete button briefly.
2. To return to the call press the delete button again.

### To lock the keypad

To lock the handset’s keypad so that no buttons can be pressed.

1. While the handset is idle press the hash (#) key and hold it for a few seconds until you hear a confirmation beep.
2. To unlock the keypad, press and hold the hash (#) button again.

### Phonebook memories

You can store up to 10 numbers in the phonebook memory. Each stored number can be up to 25 digits.

To store a number in the phonebook

Make sure the handset is in standby mode.

Press the memory button and hold it until the symbol of an open book flashes on the display.

1. Key in the number you want to store
2. If you need to correct a number whilst entering use the back/recall and forward buttons to move the cursor from one digit to another, and the delete button to delete the wrong digit to the left of the cursor.
3. Briefly press the memory button again. Key in a memory location number (0 to 9). The display then goes back to standby mode.

To store another number, start again from step 1.

Tip! You can delete a record by simply storing a new number in the same location.

### To dial a number from the phonebook memory

1. When the handset is in standby mode briefly press the memory button to enter the phone book.
2. Key in the memory location number, if the key is the wrong memory number key in another memory location.
3. Press the talk button or the speakerphone button to call the desired number.

### To delete a number from the phonebook memory

1. Press the phonebook button and hold it until a symbol of an open book flashes on the display.
2. Briefly press the phonebook button again
3. Key in the memory location number (0 to 9)
4. You will hear a confirmation tone and the display goes back to standby mode.