



User Manual (Part 2)

2.4 GHz Corded/Cordless Answering System E2562

with Caller ID & Call Waiting



You must install and charge the battery before using the telephone



See page 8 for easy instructions

For customer service or product information, visit our web site at **www.telephones.att.com** or call **1-800-222-3111**

Please also read ***Important Product Information*** Enclosed in product package

Add new handsets to make your phone more versatile (see page 38)

Your telephone can accommodate up to eight cordless handsets. You can add new handsets (sold separately) at any time. Up to four handsets at a time can be used.

The handset provided with your telephone is automatically registered as Handset 1. Additional handsets will be assigned numbers in the order they are registered (2, 3, 4, etc.) up to a maximum of eight handsets.



Handset 1



Handset 2



Handset 3



User Manual (Part 2)
**2.4 GHz
 Corded/Cordless
 Answering System
 E2562**



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Getting Started

Quick reference guide

Handset

Softkeys

Press a softkey to select a menu item displayed just above the key.

Off/Clear

During a call, press to hang up.
While using menus, press to cancel an operation, back up to the previous menu, or exit the menu display.

L1/Flash, L2/Flash

Press L1 to make or answer a call on line 1.
Press L2 to make or answer a call on line 2.

During a call, press to receive an incoming call, if Call Waiting is activated (see page 12).

Xfer/Intercom

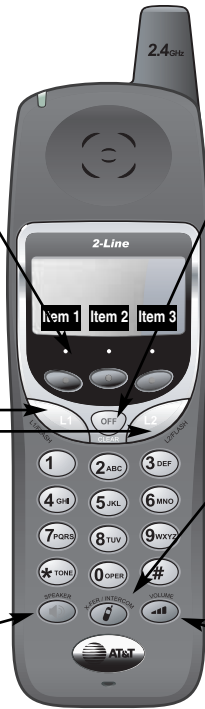
Press to transfer a call or initiate an intercom conversation (see pages 10 & 13).

Speaker

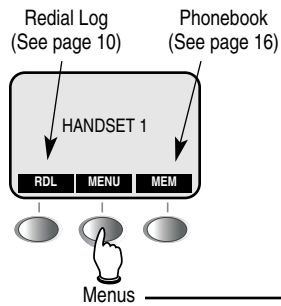
Press to activate handset speaker-phone. Press again to hang up.

Volume

Press to adjust listening volume.



Screen menus



Main Menu

- Play New MSGSee page 24
- Call HistorySee page 20
- Mailboxes.....See page 24
- Handset SettingsSee menu
- RegisterSee page 36

Handset Settings

- RingersSee page 14
- Low Batt ToneSee page 14
- Range ToneSee page 14
- Keypad ToneSee page 14
- ContrastSee page 14
- Enhanced Mode.....See page 14
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Getting Started

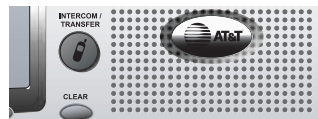
Quick reference guide

Base/Speakerphone



Telephone function keys (see pages 11-15)

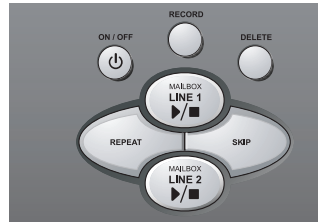
SOFTKEYSPress to select menu item displayed just above the key
CLEARPress to exit current menu or clear an entry



INTERCOM/TRANSFERPress to begin intercom call or transfer external call
MUTEPress to silence microphone; press again to resume
FLASHDuring a call, press to receive an incoming call, if Call Waiting is activated



VOLUMEPress to adjust speakerphone listening volume
HEADSETPress to activate headset
L1Press, then lift handset to make or answer a call on line 1
L2Press, then lift handset to make or answer a call on line 2
SPEAKERPHONE ..Press to turn speakerphone on or off (begin or end a call)



Answering system controls (see pages 24-33)

ON/OFFPress, then select mailbox to turn on or off (L1 or L2)
RECORDPress to record a memo or outgoing announcement
DELETEPress to delete message currently playing
MAILBOX LINE 1Press to play or stop playing Mailbox 1 messages
MAILBOX LINE 2Press to play or stop playing Mailbox 2 messages
REPEATPress to repeat; press twice to hear previous message
SKIPPress to hear next message

Getting Started

Parts checklist

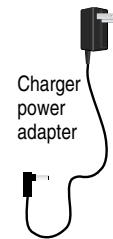
Remember to save your sales receipt and original packaging in case you ever need to ship your telephone for warranty service. Check to make sure the telephone package includes the following:



Base handset



Telephone base



Charger power adapter



Handset charger



Cordless handset



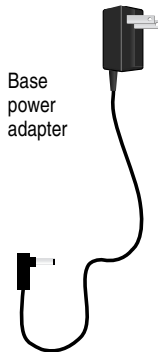
Battery pack



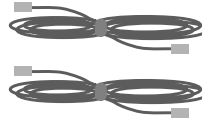
Battery compartment cover



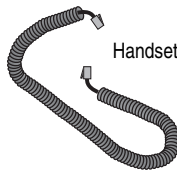
Belt clip



Base power adapter



Telephone line cords (2)



Handset cord

*Getting Started***Before you begin****About Caller Identification**

Caller ID with Call Waiting features in this telephone let you see who's calling before you answer the phone, even when you're on another call. These features require services provided by your local telephone company.

Contact your telephone service provider if:

- You have both Caller ID and Call Waiting, but as separate services (you may need combined service)
- You have only Caller ID service, or only Call Waiting service
- You don't subscribe to any Caller ID or Call Waiting services.

You can use this phone with regular Caller ID service, and you can use its other features without subscribing to either Caller ID or combined Caller ID with Call Waiting service. There may be fees for these services, and they may not be available in all areas.

Caller ID features will work only if both you and the caller are in areas offering Caller ID service, and if both telephone companies use compatible equipment.

See Caller ID Operation, beginning on page 20, for more details about how these features work.

Telephone operating range

This cordless telephone operates with the maximum power allowed by the Federal Communications Commission (FCC). Even so, this handset and base can communicate over only a certain distance — which can vary with the locations of the base and handset, the weather, and the construction of your home or office. For best performance, install the telephone base away from electronic equipment, such as personal computers, television sets or microwave ovens

If you receive a call while you are out of range, the handset might not ring — or if it does ring, the call might not connect when you press **L1/L2**. Move closer to the base, then press **L1/L2** to answer the call.

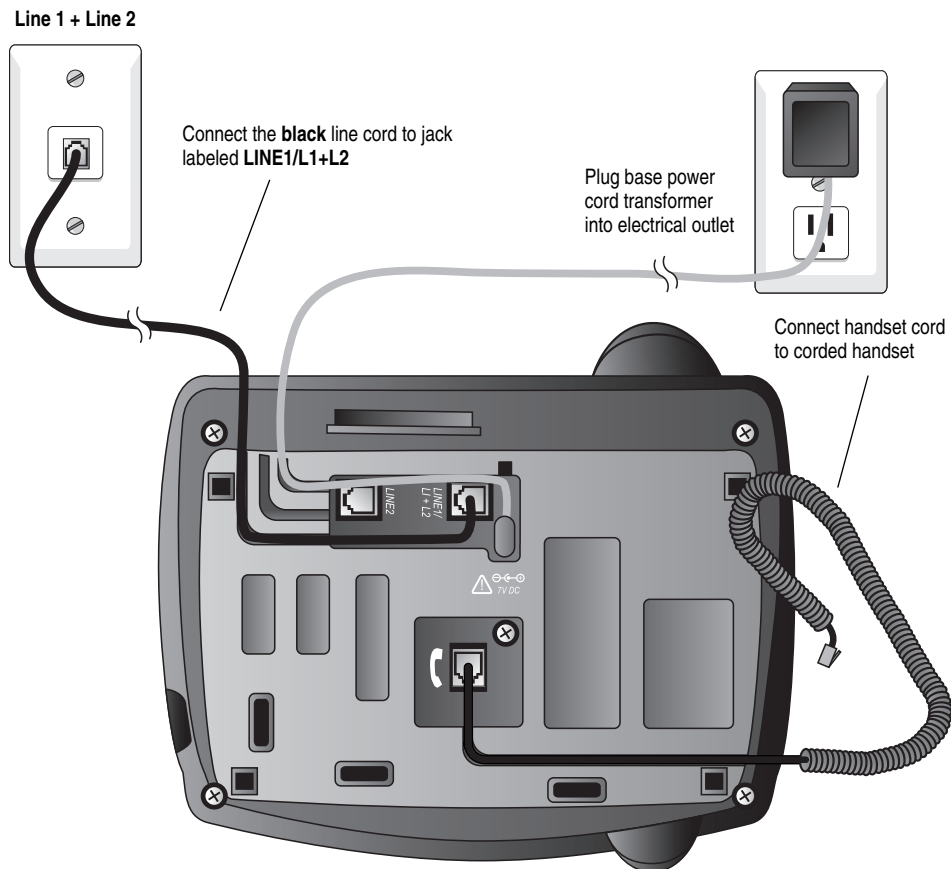
If you move out of range during a phone conversation, you might hear noise or interference. To improve reception, move closer to the base.

If you move out of range without pressing OFF, your phone will be left “off the hook.” To hang up properly, walk back toward the telephone base, periodically pressing **OFF** until the call is disconnected.

Getting Started

Telephone base installation (2-line jack)

If you have a **2-line jack**, install the base as shown below. Choose a location away from electronic equipment, such as personal computers, television sets or microwave ovens. Avoid excessive heat, cold, dust or moisture.



Line identification

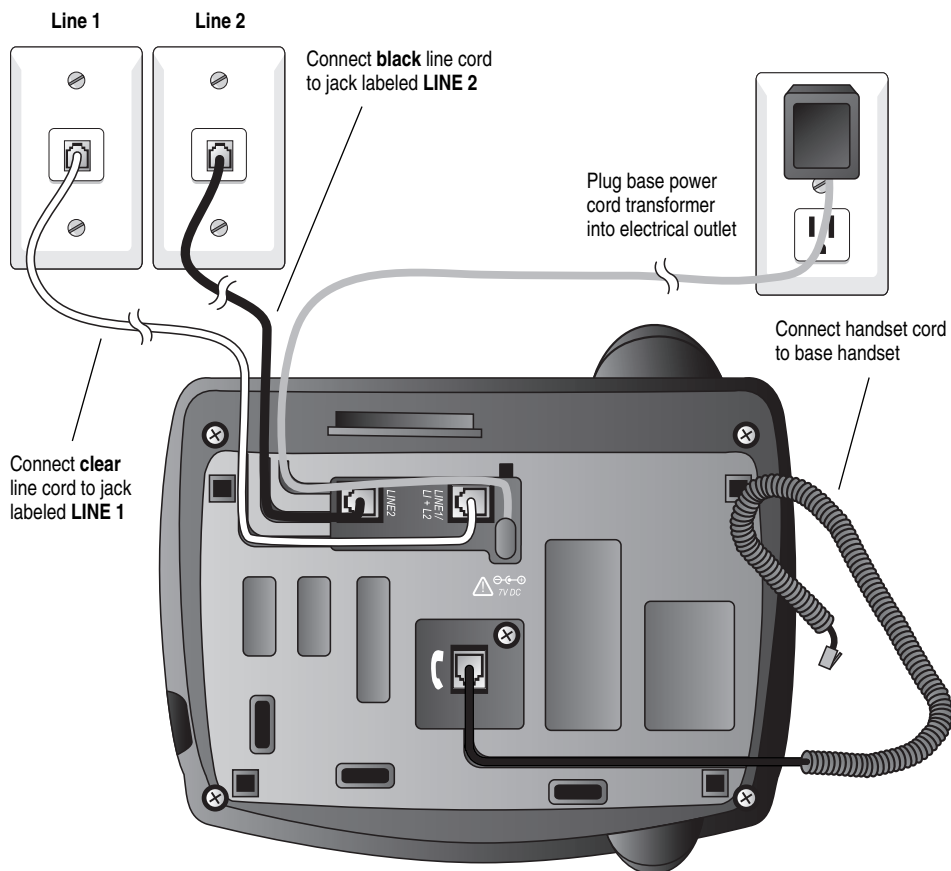
To identify phone lines, press **SPEAKERPHONE**, then call one of your telephone numbers. If you hear a busy signal, Line 1 is the number you called. If Line 2 rings, it is the number you called.

i NOTE: Use only the power cord supplied with this product. If you need a replacement, call 1 800 222-3111.

Be sure to use an electrical outlet not controlled by a wall switch.

*Getting Started***Telephone base installation (separate line jacks)**

If you have **separate jacks** for each line, install the base as shown below. Choose a location away from electronic equipment, such as personal computers, television sets or microwave ovens. Avoid excessive heat, cold, dust or moisture.

**Line identification**

To identify phone lines, press **SPEAKERPHONE**, then call one of your telephone numbers. If you hear a busy signal, Line 1 is the number you called. If Line 2 rings, it is the number you called.

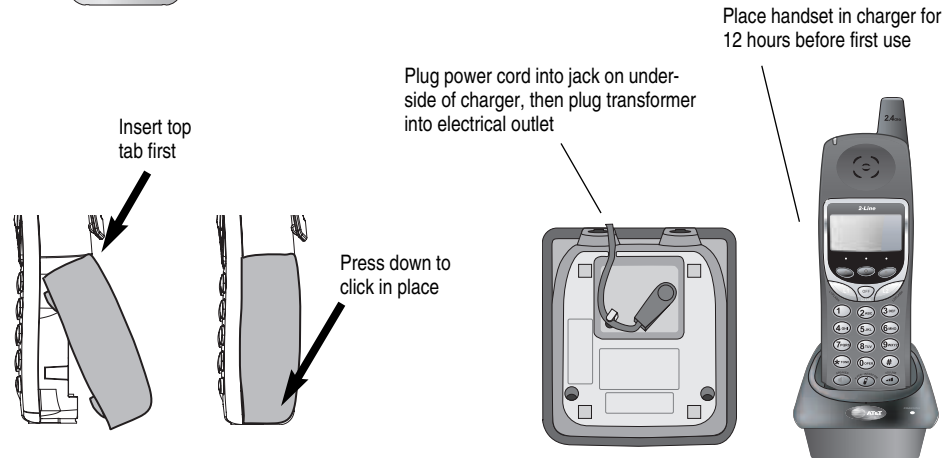
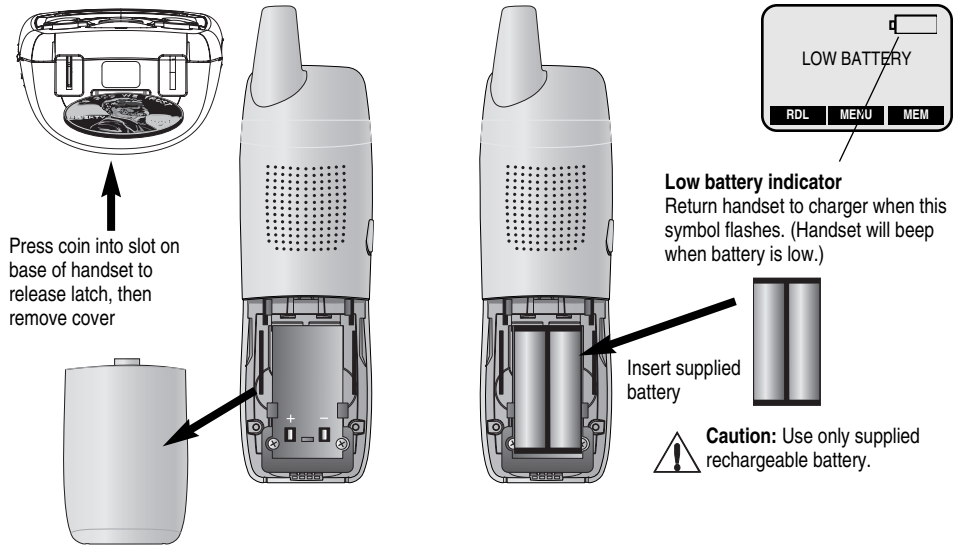
i **NOTE:** Use only the power cord supplied with this product. If you need a replacement, call 1 800 222-3111.

Be sure to use an electrical outlet not controlled by a wall switch.

Getting Started

Battery & charger installation

After installation, place the handset in the charger and allow the battery to charge for 12 hours before use. You can keep the battery charged by returning the handset to the charger after each use. When battery power is fully depleted, a full recharge takes about 8 hours.



DID YOU KNOW?

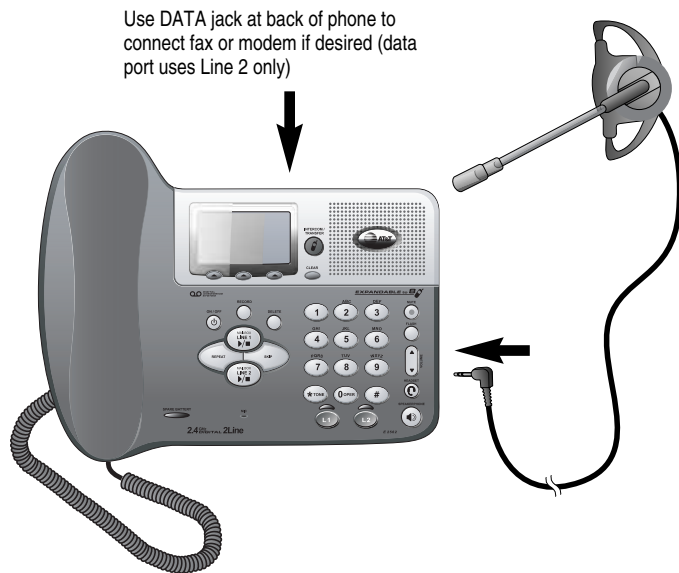
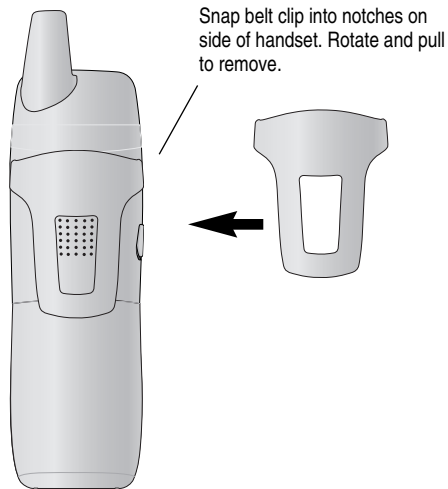
An optional spare battery can be kept charged in the base, for quick replacement when the handset battery becomes depleted (see page 37).

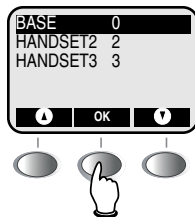
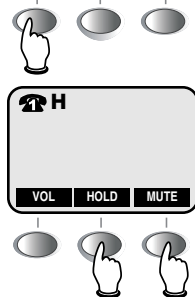
Getting Started

Belt clip & accessories

Install belt clip as shown below if desired.

For hands-free telephone conversations, you can use any industry standard 2.5 mm headset (purchased separately). For best results use an AT&T 2.5 mm headset.





Telephone Operation

Basic handset operation

Making and answering calls

To answer an incoming call, press **L1** or **L2**. Press **L1** or **L2** to make a call on line 1 or line 2, then dial a number. Press **OFF** to hang up. To preview before dialing, enter numbers first, then press **L1/L2** to dial. Press **CLEAR** to make corrections as you enter numbers.

Hands-free speakerphone calls

To answer a call, press **SPEAKER**. To make a call, press **SPEAKER**, then dial a number. During a call you can press **SPEAKER** to toggle between hands-free speakerphone and normal handset use. Press **OFF** to hang up.

Last number redial

Press **RDL** to view the last 5 numbers called (up to 32 digits each). Use the **▲** **▼** buttons to select a number, then press **L1/L2** to dial. Press **SELECT** then **ERASE** to delete this number from the redial memory, or **SAVE** to copy the number into your phonebook.

Hold and mute

Press **HOLD** to place a call on hold. Press **L1/L2** (or **L1/L2**, then **SPEAKER**) to resume the call.

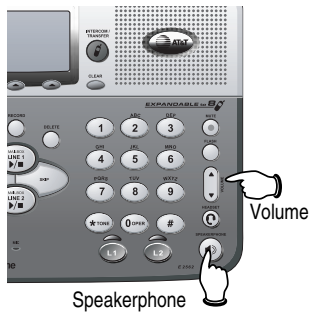
Press **MUTE** to silence the microphone. You will be able to hear, but your caller will not be able to hear you until you press **MUTE** again to resume speaking.

Call transfer

During a conversation you can transfer the call to the base or to another handset.

Press **XFER** to display a list of sets. Use the **▲** **▼** buttons to highlight the set you want, then press **OK** to transfer the call to the remote set.

To announce your call, press **HOLD** before you press **XFER**. When the recipient presses **INTERCOM** to answer, you can talk privately. After you (or the recipient) press **INTERCOM** to end the intercom call, the recipient can answer the transferred call.



Telephone Operation

Basic base operation

Making and answering calls

To answer a call, lift the base handset, press **SPEAKERPHONE**, or press **HEADSET** (if a headset is connected).

To make a call, lift the base handset, press **SPEAKERPHONE** or press **HEADSET**, then dial a number.

To choose a line, press **L1** or **L2**, then lift the base handset, press **SPEAKERPHONE** or press **HEADSET**, then dial a number.

To preview numbers before dialing, enter numbers first, then press **SPEAKERPHONE** or **HEADSET** to dial. Press **CLEAR** to make corrections as you enter numbers.

To hang up, replace the base handset, press **SPEAKERPHONE** or press **HEADSET**.

Last number redial

Press **RDL** to view the last 5 numbers called (up to 32 digits each). Use the **▲▼** buttons to select a number, then press **L1/L2+SPEAKERPHONE** to dial. Press **SELECT** then **ERASE** to delete this number from the redial memory, or **SAVE** to copy it into your phonebook.

Hold and mute

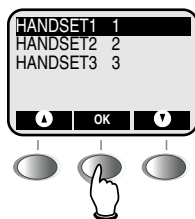
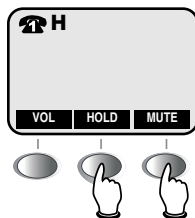
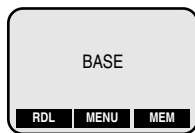
Press **HOLD** to place a call on hold. Press **L1/L2**, then **SPEAKERPHONE** or **HEADSET** to resume the call.

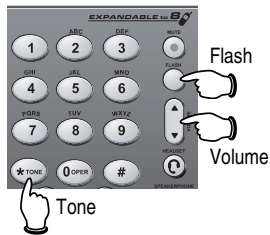
Press **MUTE** to silence the microphone. You will be able to hear, but your caller will not be able to hear you until you press **MUTE** again to resume speaking.

Call transfer

During a conversation you can transfer the call to a handset. Press **TRANSFER** to display a list of sets. Use the **▲▼** buttons to highlight the set you want, then press **OK** to transfer the call to the remote set.

To announce your call, press **HOLD** before you press **TRANSFER**. When the recipient presses **INTERCOM** to answer, you can talk privately. After you (or the recipient) press **INTERCOM** to end the intercom call, the recipient can answer the transferred call.





Telephone Operation

Options while on calls

To adjust volume

Press **VOLUME** buttons on the handset or the base to adjust listening volume. Each button press raises or lowers volume by one level. Press **OK** to save the current setting for future calls.

Call waiting

If you have Call Waiting service, you will hear a beep if someone calls while you are already on a call. Press the **FLASH** button for the line in use to put your current call on hold and take the new call. You can press **FLASH** at any time to switch back and forth between calls.

Ring silencing

Press **OFF** while the phone is ringing to silence the ringer. You can still answer, or let the caller leave a message.

Switching between lines

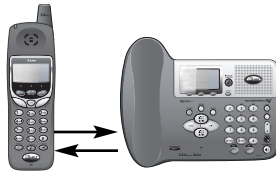
During a handset call, if you answer an incoming call on another line, the line previously in use will be placed on hold. You can press **L1/L2** at any time to switch to the call on the other line without dropping either call.

During a base call, you must press **HOLD** before making or answering a call on another line. Example:

- 1 Make or answer a call, then press **HOLD**.
- 2 Press **L1** or **L2** to select the unused line, then depress the switchhook or press **SPEAKERPHONE** to make or answer a call on the other line.
- 4 To return to the first call, hang up, press **L1** or **L2** to select the original line, then pick up the base handset or press **SPEAKERPHONE**.

Temporary tone dialing

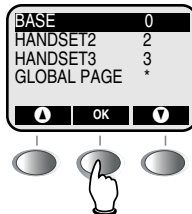
If you have dial pulse (rotary) service, you can switch to touch tone dialing during a call by pressing **☎**. This can be useful if you need to send tone signals for access to answering systems or long-distance services.



Press **INTERCOM**



Select station to page



Telephone Operation

Intercom calls & conference calls

Intercom calls

Press the **INTERCOM** button at a handset or at the base. Scroll down to select a station, or select **GLOBAL PAGE** to page all stations. Press **OK** to page the selected station.

To answer an intercom page at the handset, press **INTERCOM**. At the base, lift the handset or press **SPEAKERPHONE**.

When your intercom call is finished, press **OFF** at the handset (or **SPEAKERPHONE** at the base) to end the call.

Handling incoming calls

During an intercom call, you will hear a beep to alert you if there is an incoming call. You have two options:

- Press **L1/L2** at the handset (or **SPEAKERPHONE** at the base) to answer the outside call and conference it in with your existing intercom conversation.
- Press **INTERCOM** to terminate the intercom conversation, then answer the outside call (see pages 10-11).

3-way conference calls

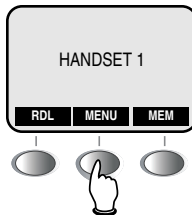
During a call, someone at another station (base or handset) can press **L1/L2** to join in the conversation.

You can also use both outside lines at the same time to set up a three-way conference call.

- 1 Make or answer a call.
- 2 Press **HOLD**.
- 3 Make a call on the other line.
- 4 When the call is answered, press **CONF**.
 - To drop line 1, press **DROP LINE 1**, then press **OK**.
 - To drop line 2, press **DROP LINE 2**, then press **OK**.
 - To end a conference call, press **DROP BOTH LINES**, then press **OK**.



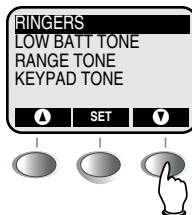
Select **MENU**



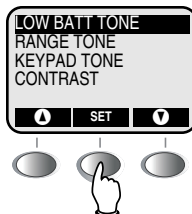
Select **HANDSET SETTINGS**



Scroll to choose desired item



Press **SET** to select



Telephone Operation

Handset settings

Ringers

At this menu you can set default ring volumes, or turn the ringer off. You can also select one of six call melodies. Settings are selectable for the intercom and each line.

Follow the menu instructions to select the volume and melody you prefer, then press **OK** or **SAVE** to confirm.

Low battery tone

The handset is factory programmed to alert you with a tone when the battery is low and needs recharging. Press **ON** or **OFF**, then press **OK** to confirm.

Out-of-range tone

The handset is factory programmed to alert you with a tone when the handset is too far from the base. Press **ON** or **OFF**, then press **OK** to confirm.

Keypad tone

The handset is factory programmed to beep at each keypress. Press **ON** or **OFF**, then press **OK** to confirm.

Contrast

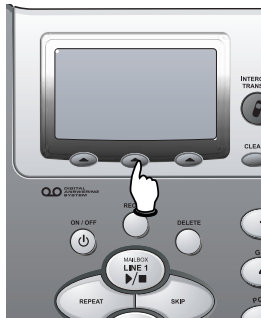
At this menu you can adjust screen contrast to one of 16 levels. Use the **◀▶** buttons to select the level you prefer, then press **OK** to confirm.

Enhanced mode

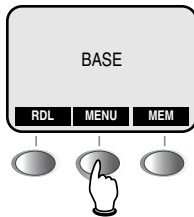
Use the **▲▼** buttons to select On, Off or Auto, then press **OK** to confirm. When on, this mode may improve sound quality and range, but will use more battery power. In Auto mode, the handset switches to Enhanced Mode when reception is poor.

Rename

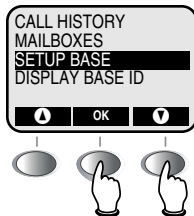
Select Rename to change the name (up to 14 letters) that identifies your handset in all Intercom/Transfer menus (see page 17 to enter letters). Press **SAVE** to confirm.



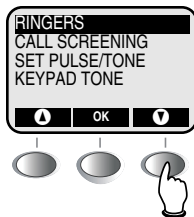
Select **MENU**



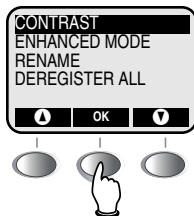
Select **SETUP BASE**



Scroll to choose desired item



Press **OK** to select



Telephone Operation

Base settings

Ringers

At this menu you can set default ring volumes, or turn the ringer off. You can also select one of six call melodies. Settings are selectable for the intercom and each line.

Follow the menu instructions to select the volume and melody you prefer, then press **OK** or **SAVE** to confirm.

Call screening

Call screening lets you hear messages as callers leave them. Press **ON** or **OFF**, then press **OK** to confirm.

Set pulse/tone

Factory default setting for both lines is **TONE**. Change this to **PULSE** only if you do not have touch-tone dialing service (select line, select **TONE** or **PULSE**, then press **OK**).

Keypad tone

The handset is factory programmed to beep at each keypress. Press **ON** or **OFF**, then press **OK** to confirm.

Contrast

At this menu you can adjust screen contrast to one of 16 levels. Use the **◀▶** buttons to select the level you prefer, then press **OK** to confirm.

Enhanced mode

Use the **▲▼** buttons to select On, Off or Auto for all handsets, then press **OK** to confirm. When on, this mode may improve sound quality and range, but will use more battery power. In Auto mode, handsets switch to Enhanced Mode when reception is poor.

Rename

Select Rename to change the name (up to 14 letters) that identifies your handset in all Intercom/Transfer menus (see page 17 to enter letters). Press **SAVE** to confirm.

Deregister all

Use this option with caution. It will make all handsets unusable until each has been re-registered (see page 36).



Handset: 50 entries

Base: 50 entries



Phonebooks

Handset and base phonebooks

There are separate phonebook directories in the handset and the base.

Each phonebook can store up to 50 entries. Each entry can contain a number up to 32 digits, and a name up to 16 letters long. A convenient search feature can help you find and dial numbers quickly (see page 18).

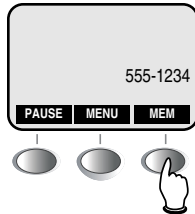
The procedure for entering, editing and dialing phonebook entries is the same for both the handset and the base.

Timeouts and error tones

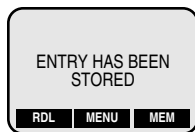
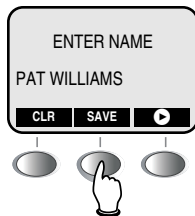
If you pause for too long while making an entry the procedure will time out and you will have to begin again.

If all memory locations are in use, an error tone will sound when you attempt to enter a new number. This means the memory is full, and you will not be able to store a new number until you delete an existing one.

Enter number, then press **MEM**



Enter name, then press **SAVE**



Phonebooks

New phonebook entries

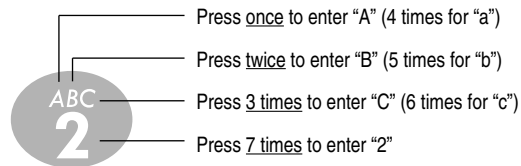
To enter a number

Use the dial pad to enter up to 32 digits. When the number is complete, press **MEM**.

- Press **CLR** to erase numbers if you make a mistake.
- Press **PAUSE** to enter a dialing pause.

To enter a name

Press dial pad buttons once for the first letter, twice for the second, three times for the third. Continue for lower-case letters. To enter a number, continue pressing the button until the number appears.



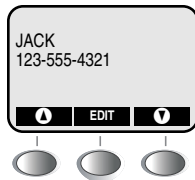
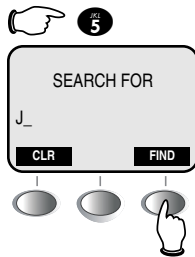
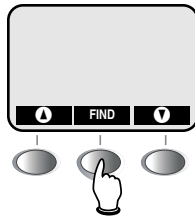
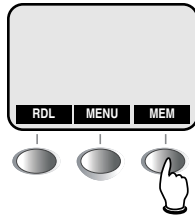
The cursor moves to the right when you press another dial pad button. Press **▶** twice to enter a space.

- Press **CLR** to erase letters if you make a mistake.
- Press **1** repeatedly to enter an ampersand (&), apostrophe ('), comma (,) period (.), or digit 1.
- Press **#** to enter a pound sign (#).
- Press *** (CODE)** to enter an asterisk (*).

Storing the entry

Press **SAVE** to store your new phonebook entry. To change it later, see page 19.

Press **MEM** to select phonebook



Phonebooks

Phonebook search

You can use the up/down arrows to browse through the phonebook, or search to find a specific entry. You can press **CLEAR** at any time to exit the directory.

To browse through the directory

To browse, press **▲** or **▼** to scroll through all entries one by one.

To search alphabetically

To shorten your search, press **FIND**, then use the telephone dial pad to enter the first letter of a name. When you press **FIND** again, the first name beginning with that letter will be displayed.

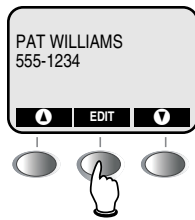
Press dial pad buttons once for the first letter, twice for the second, three times for the third, as shown on page 17.

To call a displayed number

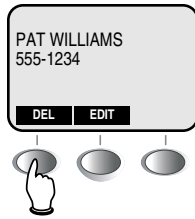
To dial the displayed entry, lift the base handset, press **L1/L2**, or press **SPEAKER**.

Shortcut

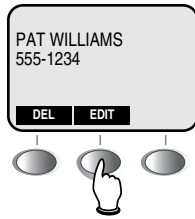
Press ***6** at any time while a phonebook entry is displayed to jump immediately to the Search menu.



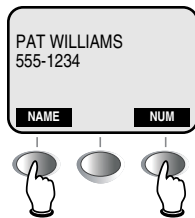
Press **DEL** to delete entry



Press **EDIT** to change entry



Select name or number to change



Phonebooks

To dial, edit or delete entries

To dial a number

When any phonebook entry is displayed, press **L1/L2** (or **L1/L2**, then **SPEAKERPHONE** at the base) to dial.

To delete an entry

Press **EDIT**, then **DEL**. Select **THIS** to delete only this entry, or **ALL** then **YES** to delete all entries in the phonebook. Deleted entries cannot be recovered.

To edit a listing

Press **EDIT** to modify the entry. You can change the name or number by following the steps on page 17.

Caller ID Logs



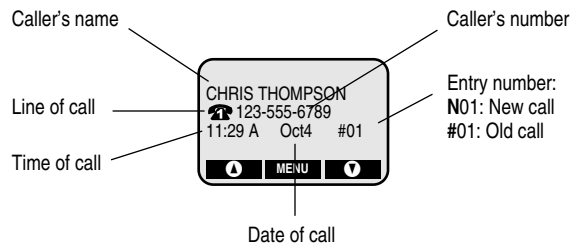
Handset: 50 entries

Base: 50 entries



How Caller ID works

If you subscribe to Caller ID service provided by your local phone company, information about each caller will be displayed after the first ring.



Information about the last 50 incoming calls is stored in your call log. You can review the call log to find out who has called, return the call without dialing, or copy the caller's name and number into your phonebook.

Each log entry is numbered (number 1 is always the most recent). When the call log is full, the oldest entry is deleted to make room for new incoming call information.

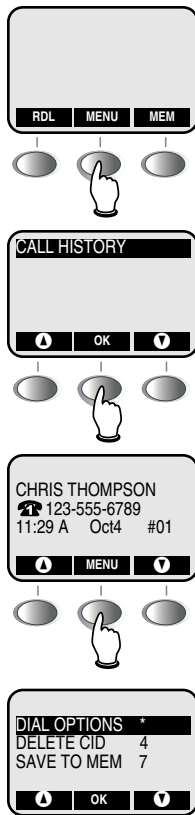
If you answer a call before the information appears on the screen, it will not be saved in your call log.

Handset and base call logs

There are separate Caller ID logs in the handset and the base.

Each call log can store up to 50 entries. Each entry can contain a number up to 14 digits, and a name up to 16 letters long.

The procedure for viewing, dialing, deleting and transferring call log entries to your phonebook is the same for both the handset and the base.



Press * for dialing options
 Press 4 to delete
 Press 7 to copy to phonebook

Caller ID Logs

To review your call log

To review your call log

The most recent call is displayed first. Use the arrow buttons to scroll through the list as shown at left.

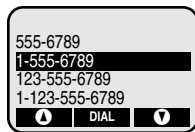
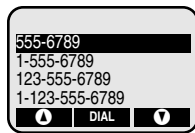
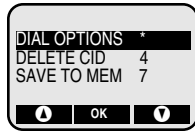
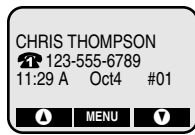
To return a call

Press **L1/L2** (or **L1/L2** , then **SPEAKERPHONE** at the base) to call the person currently displayed (see next page for important dialing options).

Other options

Press **MENU** to display other options:

- Select **DIAL OPTIONS** to view dialing options (see next page).
- Select **DELETE CID**, then choose **THIS** or **ALL** to delete displayed entry or all entries in the call log.
- Select **SAVE TO MEM** to copy the displayed name and number into your phonebook (see page 17).



Select desired option,
then press to dial

Caller ID Logs

To dial a call log entry

When any Caller ID screen is displayed, press **L1/L2** (or **L1/L2**, then **SPEAKERPHONE** at the base) to dial the number exactly as it appears on the screen.

Dialing options

Caller ID numbers may appear with an area code that may not be required for local calls. If the number displayed is not in the correct format, you can change how it is dialed.

Press **MENU**, then **TOGGLE** to see a list of dialing options. Press **▼** or **▲** to highlight the option you want, then press **DIAL**.



Caller ID Logs

Voice messages with Caller ID

If a caller leaves a voice message, the Caller ID screen will display LEFT A MESSAGE beneath the caller's name.

To hear the message, press **1** (or press **MENU**, select **PLAY MESSAGE**, then press **OK**).

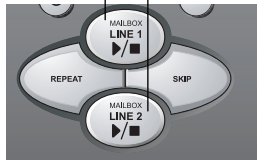
To pause playback, press **5** (or press **MENU**, select **PAUSE/RESUME**, then press **OK**). Press **5** again to resume playback.

At the handset, voice messages are played through the speakerphone. If you prefer to listen privately, you can press **SPEAKER** to switch to earpiece playback.

The answering system plays the message only once, then changes its status from "new" to "old." You can press **CLEAR** to stop message playback, but no other answering system features are available at this point.

To play back voice messages with full access to all answering system features, please turn to page 27.

Mailbox buttons **flash** to announce new messages



Handset light **flashes** to announce new messages



Answering System Operation

Message capacity

The answering system can record up to **99** messages, depending on how long each message is. Individual messages can be up to 4 minutes long, but total maximum recording time for all messages is 25 minutes. Messages will remain available for replay until you delete them.

Handset access

In addition to the features described in this section, you can also use your handset to review or delete messages (see page 27).

Press to record memo (see page 31) or outgoing announcement (page 26)

Press, then select mailbox to turn on or off (Mailbox 1 or 2)

Press to repeat message (see page 27)

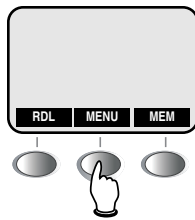
Press to delete message (see page 27)

Press to skip message (see page 27)

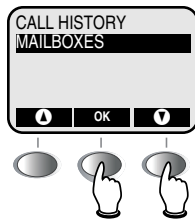
Press to start or stop **Line 1** message playback (see page 27)

Press to start or stop **Line 2** message playback (see page 27)

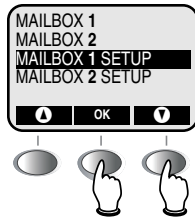
Detailed description: The diagram shows a control panel for a 'DIGITAL ANSWERING SYSTEM'. It features several buttons: a power button labeled 'ON / OFF', a 'RECORD' button, a 'DELETE' button, and two large buttons labeled 'MAILBOX LINE 1' and 'MAILBOX LINE 2', each with a play/pause symbol. Between these mailbox buttons are 'REPEAT' and 'SKIP' buttons. Lines connect these buttons to their respective functions as described in the surrounding text.



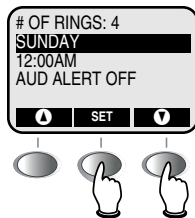
Select **MAILBOXES**



Select mailbox to modify



Select and modify day & time



Answering System Operation

Day and time announcements

To set day and time

Before playing each message, the answering system announces the day and time the message was received.

Before using the answering system, you should follow the steps at left to set the day and time, so messages are dated correctly.

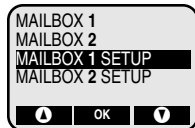
To set the day, scroll to a day of the week, then click **SET**. Scroll to the correct day, then click **OK**.

To set the time, scroll to the current time setting, then click **SET**. Use the dial pad to enter four digits (08:15), then press **7** for "AM" or **2** for "PM"). Press **SAVE** when time is entered correctly.

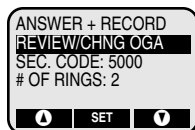
Select **MAILBOXES**



Select mailbox to modify



Select **REVIEW/CHNG OGA**



Select **RECORD NEW OGA**



Speak into microphone



Microphone

Answering System Operation

Outgoing announcements

Outgoing announcements are the messages callers hear when calls are answered by the answering system.

The phone is pre-programmed with an announcement that answers calls with **“Hello. Please leave a message after the tone.”** You can use this announcement, or replace it with a recording of your own voice.

To record your outgoing announcement

Follow the steps at left to select **RECORD NEW OGA**, then press **OK**. At the screen prompt, begin speaking. Speak facing the telephone base from about 9 inches away. Press **STOP** when you are finished to hear the message you just recorded.

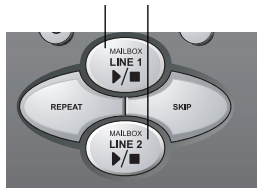
You can record an announcement up to 4 minutes long. Announcements less than 3 seconds long will not be recorded.

Shortcut (base only): Press and hold **RECORD**, then press **MAILBOX LINE1/LINE2** to record an outgoing announcement for the selected line.

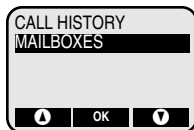
To review or delete your announcement

Follow the steps at left to select **LISTEN TO OGA** or **DELETE OGA**. If you delete your outgoing announcement, calls will be answered with the pre-programmed announcement described above.

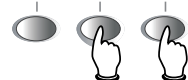
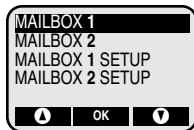
Base: Press mailbox button



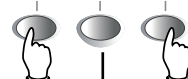
Handset: Select **MAILBOXES**



Select mailbox

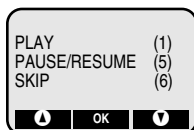


“Sunday, 12 am...”



Hear previous message

Delete message



Numbers following commands are keyboard shortcuts (i.e., press 6 to skip)

Answering System Operation

Message playback

At the base, press a mailbox button to hear messages. At the handset, select **MAILBOXES**, then choose a mailbox.

If you have new messages waiting, you will hear only the new messages (oldest first). If there are no new messages, the system will play back all messages (oldest first).

NOTE: Only one station (handset or base) can access the answering system at a time.

Announcements

- During playback, the memo or message number and its length will be displayed on screen (with Caller ID information if available).
- Before each message, you will hear the day and time it was received.
- After the last message, you will hear “End of messages.” If the system has less than 5 minutes of recording time left, you will hear time remaining.

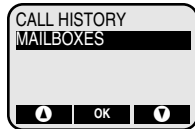
Options during playback

- Press **VOLUME** button to adjust speaker volume.
- Press **REPEAT** or **BACK** to repeat message currently playing. Press twice to hear previous message.
- Press **DELETE** or **ERASE** to delete message being played back.
- Press **MENU** for more options:
- Press **5** to pause or resume playback.
- Press **6** to skip to next message.
- Press **CLEAR** or any mailbox button to stop playback.

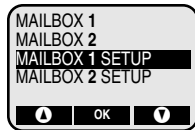
To delete all messages

To delete all messages, press **DELETE** at the base while the phone is idle. Select a mailbox, then press **ERASE** to confirm (unheard messages will not be deleted).

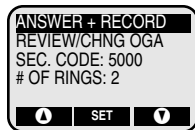
Select MAILBOXES



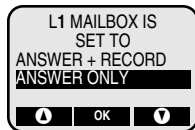
Select mailbox to modify



Select current answer mode



Choose desired answer mode



Answering System Operation

Answering mode

In Answer + Record mode, callers are asked to leave a message. In Answer Only mode, callers hear an announcement but cannot leave messages. This option is useful, for example, to notify callers that you will be away for an extended period and request that they call back after a certain date.

To select answering mode

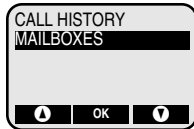
Follow the steps at left to select the answering mode for each mailbox. Use the buttons to highlight a selection, then press **OK**.

Answer Only announcement

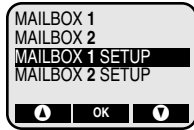
When Answer Only is turned on, calls are answered with a pre-recorded announcement that says ***“We’re sorry, messages to this number cannot be accepted.”*** You can use this announcement, or replace it with a recording of your own voice.

After turning on the Announce Only feature, follow the steps on page 26 to record your announcement. Callers will hear this announcement only when the Announce Only feature is turned on. Otherwise they will hear the standard announcement asking them to leave a message.

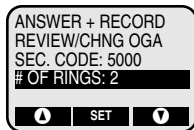
Select MAILBOXES



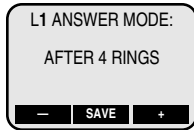
Select mailbox to modify



Select # OF RINGS



Choose number of rings



Answering System Operation

Number of rings before answer

At this menu you can select how the answering system answers incoming calls. Press the - or + buttons to select one of four options:

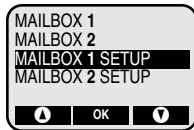
- Answer calls after **2** rings
- Answer calls after **4** rings (default)
- Answer calls after **6** rings
- **Toll Saver** (system answers after 2 rings if you have new messages, and after 4 rings if you have no new messages)

See page 24 to turn one or both mailboxes off, so that incoming calls are never answered.

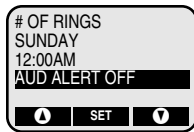
Select **MAILBOXES**



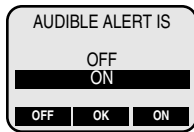
Select mailbox to modify



Select # **OF RINGS**



Choose setting



Answering System Operation

Audible message alert

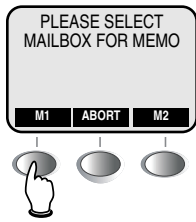
At this menu you can choose whether you want to be alerted when you have new messages waiting.

When the audible message alert is on, the telephone will beep every 10 seconds to alert you when there are new messages waiting.

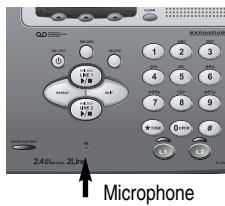
Press **OFF** or **ON** buttons, then press **OK** to select.



Select mailbox



Speak into microphone



Answering System Operation

Recording and playing memos

Memos are messages you record yourself. They are saved, played back and deleted exactly like incoming messages. You can record a memo as a reminder to yourself, or leave a message for someone else if others in your household use the answering system.

To record a memo

Follow the steps at left to record a memo. Press **STOP** to stop recording.

You can record a memo up to 4 minutes long. Memos less than 1 second long will not be recorded.

Shortcut (base only): Press **RECORD**, then press **MAILBOX LINE1/LINE2** to record a memo in the selected mailbox.

To play back a memo

Press a mailbox button to hear messages and memos (see page 27 for other options).

Answering System Operation

Change security code

You must enter a security code for remote access to the answering system from another telephone.

The security code is factory programmed to **5000**, but you should change it to a number known only to you.

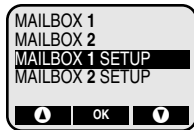
To change the code, follow the steps at left. Enter a four-digit number, then press **SAVE**. The number you enter must not begin with 1 or 2.

The security number you enter will be applied to both mailboxes.

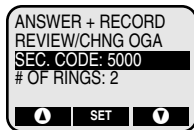
Select **MAILBOXES**



Select mailbox to modify



Select **SEC. CODE**



Enter 4-digit security code



- 1** Dial your telephone number from any touch-tone phone
- 2** When system answers, enter 4-digit Remote Access Code ("5000" unless you have changed it)
- 3** Enter remote commands (see list at right)
- 4** Hang up to end call and save all undeleted messages

If you enter no commands, the system will play new messages (or prompt you to enter 5 to hear the help menu if there are no new messages).

If you enter no commands after playback, you will be prompted to press 5 to hear the help menu.

If you continue to enter no commands, the call will end.

Answering System Operation

Remote access

A 4-digit security code is required to access your answering system from any touch-tone phone. This code is "5000" by default; see page 32 to change it.

Play messages

1 or **2** + mailbox (1 or 2)

All messages: Press **1** + mailbox number.

New messages: Press **2** + mailbox number.

Repeat or go back

4

Press to repeat current message. Press twice to hear previous message.

Skip to next message

6

Press to skip current message and advance to next message.

Stop

#

Press to stop any operation (stop playback, stop recording).

Delete message

3

Press during playback to delete current message.

Delete all messages

3 + mailbox (1 or 2)

Press **3** + mailbox number after playback of all messages to clear selected mailbox.

Review announcement

7 then **1** or **2**

Press **7** + mailbox number to review current outgoing announcement.

Record announcement

8 then **1** or **2** to begin
5 to stop recording

Press **8**, enter mailbox number, then speak after tone. Press **5** to stop recording.

Change answer mode

9 + mailbox (1 or 2)

Press **9** + mailbox number to toggle (Answer+Record or Answer Only mode).

Turn mailbox off

0 + mailbox (1 or 2)

Press **0** + mailbox number to toggle mailbox on or off.

Turn mailbox on

0 + mailbox (1 or 2)

If off, system answers after 10 rings. Enter access code, then **0** + mailbox number.

Exit

End remote access call (or hang up).

Help menu

5







Press while not listening to messages to hear voice help menu.

Appendix





Display screen status icons



Status icons

-  Line in use (line number shown in phone icon)
-  Handset using answering system (handset number followed by "T")
-  Phone in use (intercom call); flashes when handset is being paged
-  Battery power level (see below)
-  Ringer off
-  Answering system is answering an incoming call
- 1-8** Handset identification number
- M** Microphone is muted
- H** Call is on hold
- E** Enhanced mode is activated
- P** No AC power
- R** Handset is not yet registered, or searching for base

Battery power levels

-  Battery fully charged
-  Approximately half power remaining
-  Battery power is low; should be recharged soon
-  (flashing) Battery power is very low and must be recharged

Appendix

Alert tones and indicator lights

Handset light flashes to announce new messages



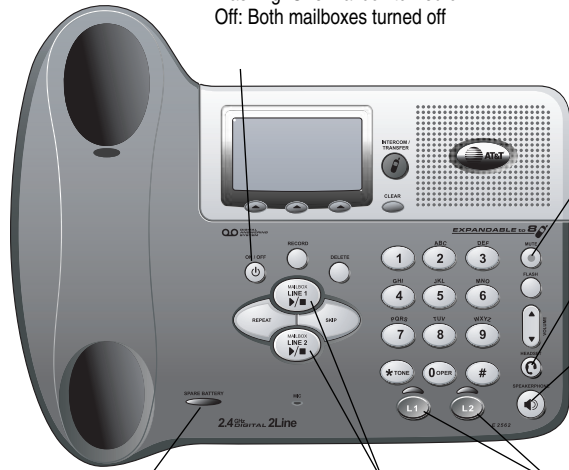
Alert tones	
"Beep-Beep-Beep-Beep" (5 quick beeps)	Handset battery is low. Place handset in base to charge the battery.
"Beep" (Single beep)	Handset registration or programming command successfully completed.
"Beeeeeeep" (1 long beep)	The handset is out of range. Move closer to the base.
"Beeeeeeep" (1 long beep)	Error tone (current operation has been unsuccessful; try again).

Button lights when speaker-phone is in use

Indicator lights

ON/OFF

Steady: Both mailboxes on
Flashing: One mailbox turned off
Off: Both mailboxes turned off



MUTE
On when base microphone is muted.

HEADSET
On when headset is in use

SPEAKERPHONE
On when speakerphone is in use

SPARE BATTERY
Steady: Spare battery is charging
Flashing: AC power is off. Spare battery is in use.

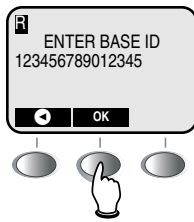
MAILBOX LINE 1/2
Steady: Old messages
Flashing: New messages

L1/L2
Steady: Line in use
Slow flash: Line on hold
Quick flash: Line ringing

Appendix

Adding new handsets

Your telephone can accommodate up to eight cordless handsets. You can add new handsets (sold separately) at any time, but each must be registered with the base before use.



Before using a new handset, you must register it with the base. During registration, you must enter the 15-digit ID number of the telephone base. To find this number, go to the base, press **MENU**, scroll down to select **DISPLAY BASE ID**, then press **OK**.

Follow the instructions provided with your new handset to register it for use with your telephone.

The handset provided with your telephone is automatically registered as Handset 1. Additional handsets will be assigned numbers in the order they are registered (2, 3, 4, etc.) up to a maximum of eight handsets.



Handset 1



Handset 2



Handset 3



NOTE: If you select **DEREGISTER ALL** in the Handset Settings menu, all handsets will be unusable until each has been re-registered (see page 15).

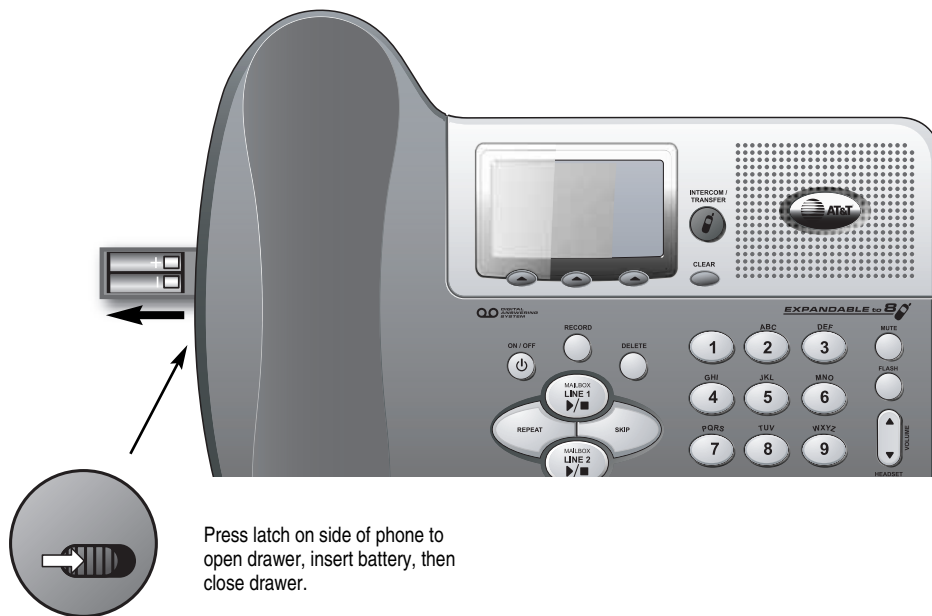
Appendix

Charging a spare battery

An optional spare battery (AT&T 2401 or 2403, sold separately) can be kept charged in the base, for quick replacement when the handset battery becomes depleted.

In the event of a power failure, the charged battery in the base will allow you to make and receive calls for up to one hour.

A spare battery requires at least 24 hours to reach full charge.



Press latch on side of phone to open drawer, insert battery, then close drawer.

Insert battery with contacts facing up and to the right, as shown.

Caution: Use only supplied rechargeable battery. Replace only with AT&T Model 2401 battery (SKU 26820).

*Appendix***In case of difficulty**

If you have difficulty with your phone, please try the suggestions below. For Customer Service, visit our web site at www.telephones.att.com, or call 1 800 222-3111.

Telephone does not work at all

- Make sure the battery is installed and charged correctly (see page 8).
- Make sure the AC adapter is plugged into an outlet not controlled by a wall switch.
- Make sure the telephone line cord is plugged firmly into the base unit and the modular jack.
- If these suggestions do not work, unplug the base, remove and re-insert the battery, then place the handset in the base to re-initialize.

Phone does not ring

- Make sure the ringer is on (see pages 14-15).
- Make sure the telephone line cord and AC adapter are plugged in properly (see pages 6-7).
- Move the handset closer to the base.
- You might have too many extension phones on your telephone line to allow all of them to ring. Try unplugging some of them.

If you hear noise or interference during a call

- You may be out of range. Move closer to the base.
- Appliances plugged into the same circuit as the base can cause interference. Try moving the appliance or base to another outlet.
- The layout of your home or office might be limiting the operating range. Try moving the base to another location, preferably on an upper floor.
- If the buttons don't work, try placing the handset in the base for at least 15 seconds.
- Disconnect the base from the modular jack and plug in a corded telephone. If calls are still not clear, the problem is probably in your wiring or local service. Call your local telephone service company.


Appendix

In case of difficulty

Incomplete messages

- If a caller leaves a very long message, part of it may be lost when the system disconnects the call after 4 minutes.
- If the caller pauses for more than 7 seconds, the system stops recording and disconnects the call.
- If the system's memory becomes full during a message, the system stops recording and disconnects the call.

Difficulty hearing messages

- Press  to increase speaker volume.

System does not answer after correct number of rings

- Make sure that the answering system is on.
- If Toll Saver is activated, the number of rings changes to two when you have new messages waiting (see page 29).
- In some cases, the system may be affected by the ringing system used by the local telephone company.
- If the memory is full or the system is off, the system will answer after 10 rings.

System does not respond to remote commands

- Be sure to enter your Remote Access Code correctly (see pages 32-33).
- Make sure you are calling from a touch-tone phone. When you dial a number, you should hear tones. If you hear clicks, the phone is not a touch-tone telephone and cannot activate the answering system.
- The answering system may not detect the Remote Access Code while your announcement is playing. Try waiting until the announcement is over before entering the code.
- There may be noise or interference on the phone line you are using. Press dial-pad buttons firmly.

Announcement message is not clear

- When you record your announcement, make sure you speak in a normal tone of voice, about 9 inches from the base.
- Make sure there is no "background" noise (TV, music, etc.) while you are recording.

On/Off button is flashing

- The On/Off button on the base flashes when one mailbox is turned off. To stop the flashing, press **ON/OFF**, then set both mailboxes to "On" (see page 24).

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*Appendix***Technical specifications**

RF Frequency Band	2400 MHz — 2483.5 MHz
Channels	95
Channel Spacing	864 KHz
Sensitivity	-93 dBm
Base Unit Voltage (AC Voltage, 60Hz)	96 — 144 Vrms
Base Unit Voltage (AC Adapter Output)	8.61 Vdc
Handset Voltage	2-3 Vdc

Appendix

Remote access wallet card

Your package includes a handy wallet card to help you remember access commands you can use to control your answering system from any touch-tone telephone.

If you misplace this card, just clip and save the card below.

Cut along dotted line



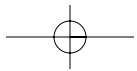
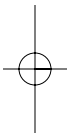
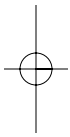
Call your phone number, then enter your 4-digit access code (preset to 5000).

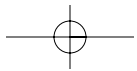
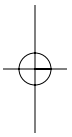
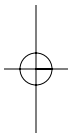
Action	Remote Command
Voice help menu	5
Play messages	1 +mailbox (all) 2 +mailbox (new)
Repeat message	4
Skip message	6
Stop	5
Save messages	Hang up
Delete message	3 (current) 3 + mailbox (all)

Fold card here

Review announcement	7 +mailbox number
Record announcement	7 +mailbox number
	5 to stop
Change answer mode	9 +mailbox number
.....	# 5 to stop
End remote access call	* (or hang up)
Turn mailbox off	0 +mailbox number
Turn mailbox on	If off, system answers after 10 rings. Enter access code, then press 0 + mailbox number

2.4 GHz 2-Line Telephone/Answering System E2562







www.telephones.att.com



CHARLIE JOHNSON
408-555-0100
CALL MENU END

2.4 DIGITAL
AT&T

Q.D. SYSTEM

EXPANDABLE BY 8X

POWER RECORD DELETE MUTE
SELECT LINE 1 REPEAT SKIP
SELECT LINE 2
1 2 3
4 5 6
7 8 9
* TONE 0 OPER #

2.4 DIGITAL 2-Line

K 1142





2.4 GHz

R-Line

CHARLIE JOHNSON

408-555-0100

11:25 AM 100% BATT

SEARCH CALL END

CALLER ID

CALLER ID CLEAR CALLER ID

1 2 ABC 3 DEF

4 GHI 5 JKL 6 MNO

7 PQRS 8 TUV 9 WXYZ

* TONE 0 OPEN #

POWER OFF POWER ON

AT&T



User Manual (Part 2)

2.4 GHz Expansion Handset E252

**For use with AT&T
model E2562**



**You must charge
batteries and register the
handset before use**



**See pages 2-3
for easy instructions**

For customer service or product
information, visit our web site at
www.telephones.att.com
or call **1-800-222-3111**

Please also read
Important Product Information
Enclosed in product package

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Belt clip & optional headset.....	4
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Before you begin

This cordless telephone operates with the maximum power allowed by the Federal Communications Commission (FCC). Even so, this handset and base can communicate over only a certain distance — which can vary with the locations of the base and handset, the weather, and the construction of your home or office. For best performance, keep the base antenna fully upright.

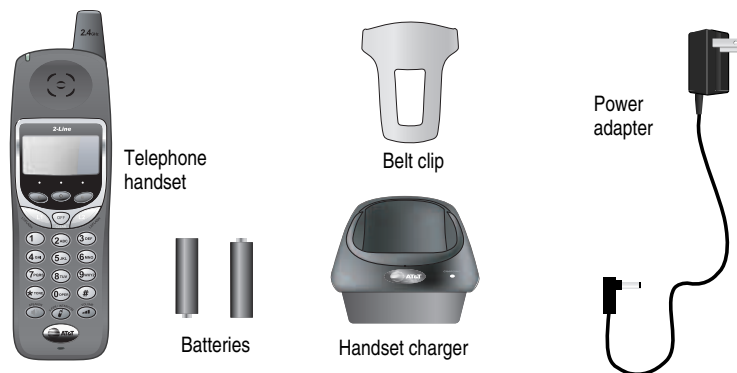
If you receive a call while you are out of range, the handset might not ring — or if it does ring, the call might not connect when you press **PHONE**. Move closer to the base, then press **PHONE** to answer the call.

If you move out of range during a phone conversation, you might hear noise or interference. To improve reception, move closer to the base.

If you move out of range without pressing OFF, your phone will be left “off the hook.” To hang up properly, walk back toward the telephone base, periodically pressing **OFF** until the call is disconnected.

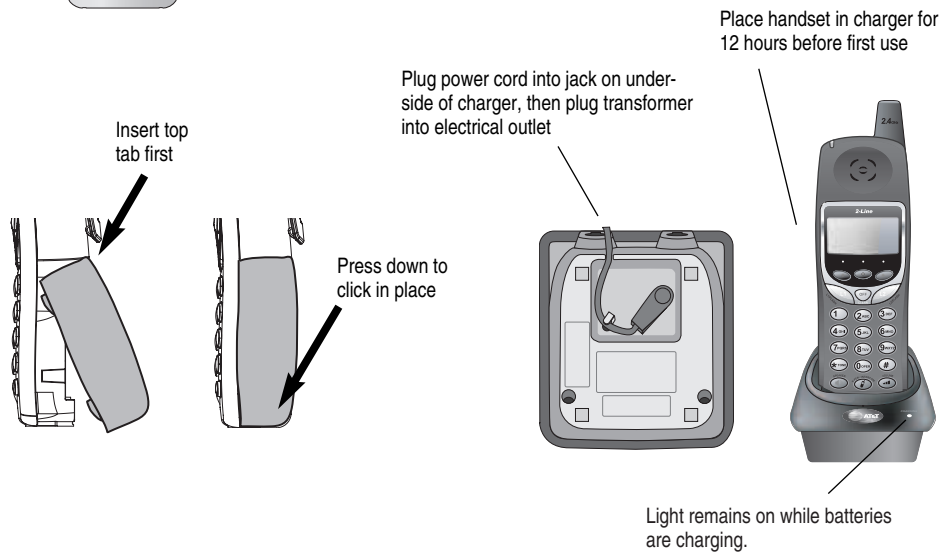
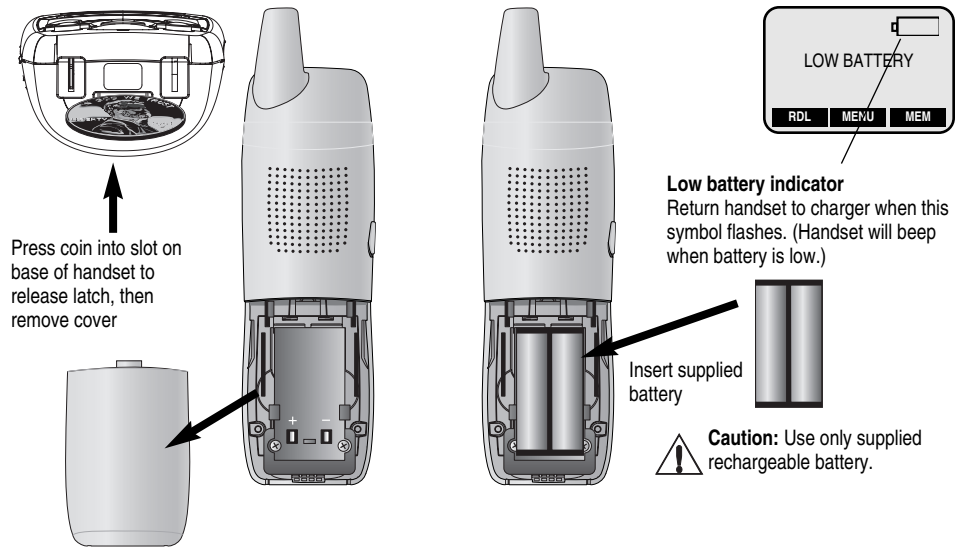
Parts checklist

Remember to save your sales receipt and original packaging in case you ever need to ship your telephone for warranty service. Check to make sure the telephone package includes the following:



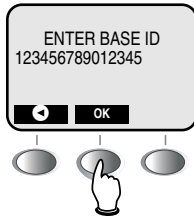
Battery & charger installation

After installation, place the handset in the charger and allow the battery to charge for 12 hours before use. You can keep the battery charged by returning the handset to the charger after each use. When battery power is fully depleted, a full recharge takes about 8 hours.



Registering the handset

Enter base ID, then press **OK**



Before using your new handset, you must register it with the base. During registration, you must enter the 15-digit ID number of the telephone base. To find this number, go to the base, press **MENU**, scroll down to select **DISPLAY BASE ID**, then press **OK**.

The handset provided with your telephone is automatically registered as Handset 1. Additional handsets will be assigned numbers in the order they are registered (2, 3, 4, etc.) up to a maximum of eight.



Handset 1



Handset 2



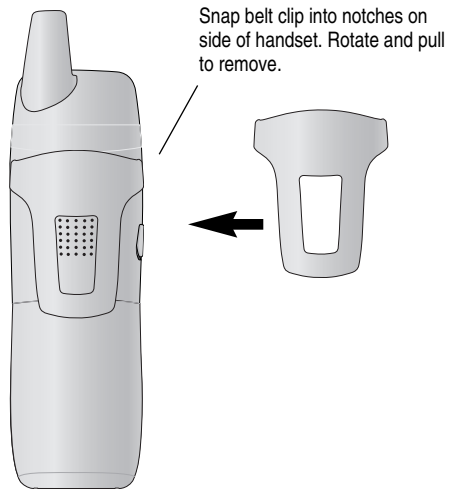
Handset 3



Belt clip & optional headset

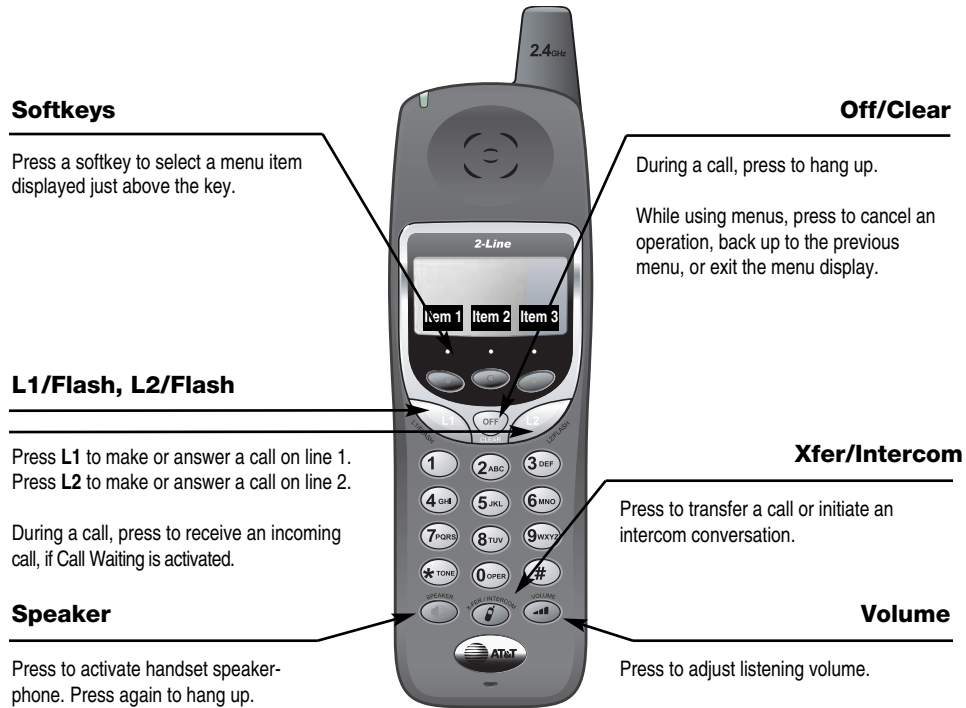
Install belt clip as shown below if desired.

For hands-free telephone conversations, you can use any industry standard 2.5 mm headset (purchased separately). For best results use an AT&T 2.5 mm headset.

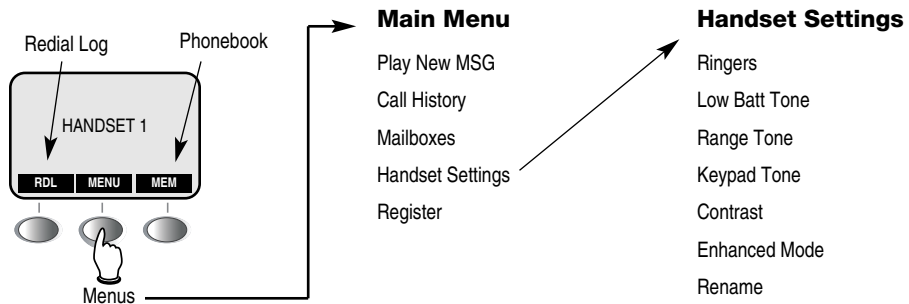


Quick reference guide

For complete instructions, please refer to the manual provided with your telephone.



Screen menus





www.telephones.att.com

2.4GHz

E-Line

CHARLIE JOHNSON

300-555-0100

11:25 AM 100% BATT

[Call] [End] [Power]

[Call] [End] [Power]

[L1] [CLEAR] [L2]

1 2 ABC 3 DEF

4 GHI 5 JKL 6 MNO

7 PQRS 8 TUV 9 WXYZ

* TONE 0 OPEN #

[POWER] [MUTE] [VOLUME]





**HANDSET
SPEAKERPHONE**

Pull here to
remove the
battery pack

