8212 DECT Handset

OpenTouch™ Suite for MLE

User Manual

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This document describes the services offered by the 8212 DECT Handset connected to an OmniPCX Enterprise system.

Operating conditions

This approved DECT telephone is intended to be used with an Alcatel-Lucent cordless PABX. The following conditions must be respected, notably concerning the use of radioelectric frequencies:

- Changes or modifications to the equipment not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.
- To limit the risk of interference, people with pacemakers must keep the wireless telephone away from their equipment (minimum distance of 15 cm/6 inches).
- It is recommended to follow the standard acceptance procedures before using this equipment in human safety critical areas (hospitals...).
- DECT equipment can only be used to establish links between fixed points if these links are temporary.
- The conditions of access to a DECT equipment telepoint network shall be stipulated by contract with the operator of the authorized telepoint network concerned.
- Do not expose your telephone to severe conditions (rain, sea air, dust, etc.).
- Switch off the telephone before changing the battery.
- You must not switch on or use your telephone near gas or inflammable liquids.
- The headset includes magnetic elements that may attract sharp metallic objects.
- There is a danger of explosion if the battery is replaced incorrectly. Use only 2 rechargeable batteries, rated: NIMH AAA Typical capacity: 600 mAh 1,2V.
- The mains power socket used must be close to the charger/holder and easily accessible, so that it can be used as an 'on/off' facility.
- Battery charge: Charge the battery for about 6 hours before initial use.
- Use only recommended charging unit: 8212 DECT Handset desktop charger (3BN67356AA) – delivered with the handset.
  With the following Power Supply Units:
  - 8232 DECT Handset Desktop charger PSU Europe (3BN67335AA)
    TenPao (Model S005AYV0500100) – efficiency level VI (rating I/P:AC 100-240V, 0.2A; O/P: DC 5V, 1A).
  - 8232 DECT Handset Desktop charger PSU WW (3BN67336AA)
    TenPao (Model S008ACM0500100 with UK,US,AUS plugs) – efficiency level VI (rating I/P:AC 100-240V, 0.3A; O/P: DC 5V, 1A).
- To prevent possible hearing damage, do not listen at high volume levels for long periods.

Your phone can be connected to an IBS or an IP-Dect radio base station according the company telephone system. Some features are dependant on the type of radio base station with which you are connected. In this case, IBS mode or IP-Dect mode is indicated in the description of the feature.

Your phone can be connected to an Alcatel-Lucent 8318 SIP-DECT Single Base Station. In this case, all features are described in the following chapter: Using the telephone in SIP mode.

The labels and icons presented in this document are not contractually binding and may be modified without prior warning. The labels and icons displayed on your phone depend on the system to which you are connected and may differ from those specified in this document.

1 Getting to know your telephone

1.1 Phone description

	• Answer the call. • Long press (feature depending on the system): redial last number or access the redial list.
	• Hang up. • Long press: switch on the phone / switch off the phone.
	• Return to previous menu. • Erase a character. • Delete an entire field.
	• Short press: back to homepage. • Long press: lock/unlock keypad.

1		• Access MENU. • Confirm. • Navigate. • Adjust volume level during conversation (up and down navigation keys).
2		• Access your personal directory.
		• Activate/deactivate the mute feature during a conversation. No feature is associated with this key in idle mode.
		• Access the call log.
		• Short press (in idle mode): access the ringer adjustment feature. • Long press (in idle mode): activate or deactivate ringer. • Short press (incoming call): switch off ringer.
		• Answering a call with loudspeaker activated. • Activate/deactivate the loudspeaker during a conversation.
*	• Long press: Access the DTMF feature during a conversation.	

③	LED	• Green steady: the phone is on the charger and the battery is fully charged. • Red steady: the phone is on the charger and the battery is charging. • Slow orange flashing: telephonic event such as unread message, missed call, etc. • Rapid orange flashing: incoming call. • Slow Red flashing: out of coverage. • Rapid red flashing: low battery warning. Flashing when the phone is plugged into the charger means the same as when the phone is not plugged into the charger.
④	• 3.5 mm, 4-pole jack plug for headset and maintenance (TRRS Standards: CTIA). If your device is not compatible, you can use a 3 pole to 4 pole jack adapter.	

1.2 Status icons

The status icons are displayed on the welcome screen and indicate the status of the telephone.

Battery charge level (> > >).

In charge (flashing icon).

New events (voice messages, callback requests, unanswered calls). This feature depends on your system

Missed calls.

Ringer active.

Ringer disabled.

Radio reception quality.

Loudspeaker on (in conversation).

Mute on (in conversation).

Economy mode activated and used (green).

Economy mode activated (gray).

50 mW power.

You can obtain details on the status icons from the tooltips that appear on the welcome screen when you use the navigator:	

1.3 MENU icons

The MENU is accessible from the welcome screen by pressing the OK key.	

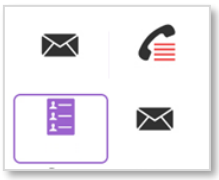
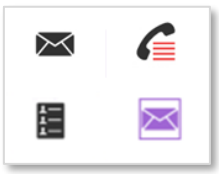
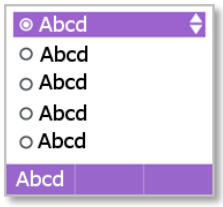
It provides access to all the functions available on your system. All icons are described in their unselected state. When selected, the icons are displayed in purple.

	Messages: Consult and send voice and text messages.
	Call log: Access the log of all incoming and outgoing calls.
	Contacts: Manage your personal directory.
	Settings: Access the general settings of the phone (key sound, charger warning).
	Ring: Ringing setting.
	Install: Installation settings.

1.4 Call icons

	Making a call.
	Receiving a call.
	Call is ended.

1.5 Accessing the MENU and navigating

Access the menu.	 Press the Access menu key.	
Select a function in the MENU.	 Use the navigator keys and press the OK key to select a function.	
Navigating within a function.	 You can move vertically along the various labels within the function Press the OK key to validate your choice.	
	OR	
	 You can move horizontally along the various icons within the function Press the OK key to validate your choice.	

2 Getting started

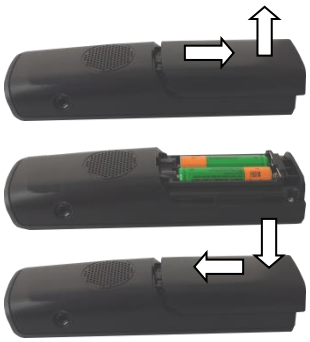
In order to have a fully operational 8212 DECT Handset, make sure that you have the following items:

- 8212 DECT Handset.
- 2 rechargeable NiMH batteries AAA 600mAh 1,2V.
- A single charger.

2.1 Installing the battery in the telephone

2.1.1 Installing the battery in the telephone:

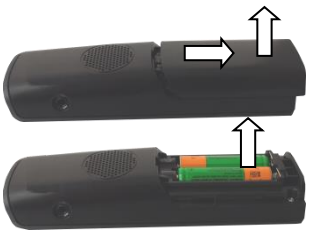
- ⇨: Push the cover towards the back of the phone until the cover is unclipped.
- ⇧: Lift up the cover.
- Use the plus ('+') and minus ('-') guides in compartment to insert the batteries in the proper direction. Insert the minus ('-') end first and push to place the battery.
- ⇩: Replace the cover.
- ⇦: Push the cover until it is clipped.



When inserting the batteries, the phone will turn on and the charge management is reset.

2.1.2 Removing the battery from the telephone

- ⇨: Push the cover towards the back of the phone until the cover is unclipped.
- ⇧: Lift up the cover.
- To remove the battery, remove the plus ('+') end first.



2.2 Charging your telephone battery

2.2.1 Charging the battery on a single charger

Put your phone on its support. Plug the USB cable into a 5V socket (AC/DC adaptor, computer, …).
The AC/DC adaptor is not provided with the set. Please contact your provider for a recommended AC/DC adaptator.

You can configure how the handset behaves when it is installed on the charger using the settings menu. Refer to the chapter on configuring your telephone: Adjusting your telephone functions.

2.2.2 LED

Green steady: the phone is on the charger and the battery is fully charged.
Red steady: the phone is on the charger and the battery is charging.

Recharge your telephone battery regularly. The telephone can be on or off when recharging the battery. If the telephone is to remain unused or out of its charger for several weeks, remove the battery and store it separately.

The battery charging time is less than 10 hours.

2.2.3 Autonomy of your telephone

On standby in the radio coverage zone	Up to 113 hours.
In continuous conversation	Up to 11 hours.

2.3 Switching on your telephone

Press the switch on/off key (long press). Your telephone is switched on.	

If the display fails to light up or the battery icon is flashing, recharge the battery.

If the radio reception icon doesn't appear on the telephone display:

- Check that you're in an area covered (if you're not, move close to a radio base station).
- Check that the telephone is properly installed in the system (consult the PABX manager).

If the display indicates: 'Auto install ?', see paragraph 'Registering the telephone' or contact your installation technician.

2.4 Switching off your telephone

Press the switch on/off key (long press). Confirm: *Yes*. Your telephone is switched off.	

3 Using your telephone

3.1 Call log

		Quick access:
	• Access MENU.	
	• *Call log*	
	• All calls. • Answered incoming calls. • Outgoing calls. • Missed calls.	

Manage the call log

	• Select an entry.
	• *Call* Call the contact.
	• *View* Display the log details.
	• *More* ○ *Save contact* If the contact is not in your local directory, you can save them as a new local contact. ○ *Append to contact* Add the number to an existing local contact. ○ *Send message* Send new text messages (Features depending on the system). ○ *Edit before call* View the number before making the call. ○ *Delete item* Delete the selected item of the call log. ○ *Delete all items* Delete all logs of selected tab (delete the complete call log if all calls tab is selected).

3.2 Making a call

	• Dial.
	• Send the call.
❱ You are in communication.	
	• Hang up.

3.3 Receiving a call

You are receiving a call.	
	• Answer the call (Use the off-hook key of the handset or of the headset if connected).
	• Disabling the ringer. Press this key when your telephone rings. It is still possible to answer by pressing the off hook key.
Speak.	
	• Hang up.

3.4 Calling from your personal directory

		Quick access:
	• Access MENU.	
	• *Contacts*	
	• Select the name of the person you wish to call.	
	• Send the call.	

3.5 Redialing the last number dialed (redial)

	• Long press.

3.6 Sending DTMF signals

During a call, you sometimes have to send DTMF signals, for example, for a voice message service, an automatic switchboard or when remotely consulting an answering machine. To do this:

	• Long press the star key.
	• Enter DTMF code.
	• Long press the star key to exit DTMF mode.

3.7 Placing a call on hold

3.7.1 IBS mode

	• Press a numeric key.

Recover the call on hold:

	• Hang up.
	• Your telephone rings.
	• Recover the call on hold.

3.7.2 IP-Dect mode

	• Press the off hook key.

Recover the call on hold:

	• Recover the call on hold.

3.8 Make a second call

This feature depends on the system configuration. If necessary, contact your administrator.

You are in conversation with one contact. You want to make a second call. Use one of the following regarding the installation.

3.8.1 IBS mode

	• Dial the number. • The first call is on hold.

Recover the call on hold

	• Release the second call and recover the call on hold.

3.8.2 IP-Dect mode

	• Press the off hook key.
	• Dial the number. • The first call is on hold.

Recover the call on hold

	• Release the second call and recover the call on hold. This feature depends on the system configuration. If necessary, contact your administrator.

3.9 Receiving a second call

When you receive a second call during a conversation, the name or number of the incoming call is displayed.

3.9.1 IBS mode

	• Pres the off hook key, then the '2' key to take the second call. The first call is put on hold.

3.9.2 IP-Dect mode

	• Press the off hook key, then the '*' key to take the second call. The first call is put on hold.

3.10 Switching between two calls (Broker call)

You are in communication with the first caller and the second is on hold. You can switch between the two calls. Use one of the following regarding the installation.

3.10.1 IBS mode

	• Enter the broker call prefix (default 1). The prefix is defined by your administrator. • You can talk to the second caller and the first one is on hold.

3.10.2 IP-Dect mode

	• Press the off hook key.
	• Press key '1' to recover the outgoing call on hold (you have initiated the second call) or '*' to recover the incoming call (you have received the second call) on hold. • You can talk to the second caller and the first one is on hold.

3.11 Transferring a call

You want to transfer the call to another contact. You are in conversation with one contact.

	• Make a second call.
	• Hang up. The two callers are connected.

To release the second call and recover the first one without transferring it

- IBS mode

	• Release the second call and recover the call on hold.

- IP-Dect mode

	• Release the second call and recover the call on hold. This feature depends on the system configuration. If necessary, contact your administrator.

3.12 Three-way conference with internal and/or external contacts (conference) - IBS mode

You are in communication with the first caller and the second is on hold.

	• Enter the conference prefix (default 3). The prefix is defined by your administrator. • You are in conference mode.

Cancel the conference and recover the last active call before the conference (the other is on hold):

	• Enter the same prefix.

End the conference with all participants.

	• The conference has ended.

3.13 Locking your telephone

This service enables you to prevent your phone being used.

	• Long press.

Unlock your terminal:

	• Long press.

4 Keep in touch

4.1 Define the number of your voice mailbox

Before starting initialization, make sure the administrator has created a voice mailbox.

	• Access MENU.
	• *Messages*
	• Consulting your voice mailbox.
	• *Voicemail number* • Confirm.
	• Enter the number of your voicemail (Please refer to the administrator for your password).
	• Confirm (or *Save*)

4.2 Consulting your voice mailbox

4.2.1 IBS mode

	• Access MENU.
	• *Messages* • The number of new messages is displayed.

	• Consulting your voice mailbox.
	• *Listen to voicemail* • Confirm access to the voice mail. • Follow the instructions of the voice guide.

4.2.2 IP-Dect mode

	• When you have received a message, the Message icon is displayed on the welcome screen. The orange LED on your telephone flashes to indicate there is a message.

	• Select the message icon in the notification area. • The number of new vocal messages is displayed in the phone notification area.
OR	
	• Access MENU.
	• *Messages* • The number of new messages is displayed.

	• Consulting your voice mailbox.
	• *Listen to voicemail* • Confirm access to the voice mail. • Follow the instructions of the voice guide.

	• The message icon disappears once the message has been read.

4.3 Consulting text messages

4.3.1 IBS mode

	• Access MENU.
	• *Messages* • The number of new messages is displayed.

	• Access to the mailbox.
	• Select the desired message. • Confirm to read it.
Read the message	
	• Confirm access to 'Options'. • From the options menu, you can erase the message, callback the message sender, answer the message or read the next message.

4.3.2 IP-Dect mode

	• When you have received a message, the Message icon is displayed on the welcome screen. The yellow LED on your telephone flashes to indicate there is a message.

	• Select the message icon in the notification area. • The number of new text messages is displayed.
OR	
	• Access MENU.
	• *Messages* • The number of new messages is displayed.

	• Access to the mailbox.
	• Select the desired message. • Confirm to read it.
Read the message	
	• Confirm access to 'Options'. • From the options menu, you can erase the message, callback the message sender, answer the message or read the next message.

	• The message icon disappears once the message has been read.

4.4 Sending a text message to an internal contact - IP-Dect mode

	• Access MENU.
	• *Messages*
	• *New message* • Confirm.

	• Complete the message.
	  ○ *Symbol*: enter symbol.
	  ○ *Clear*: use this key to delete the last entered character.
	• Apply (or *Send*).

	• Dial the number of your contact (dial, directories, last numbers dialed...). • Confirm.

When editing a message to be completed you can use the delete key to delete any entered characters. The browser lets you move the cursor in an input field.

To key in the name: the keys in the numeric keypad include letters that you can display by pressing them successively. Example: press twice in succession on 8 to display the letter 'U'. To insert a pause in a number, press the 1 (hold down for a few seconds). To insert a measured break, press 0 (hold down for a few seconds). Press the # key to switch from lowercase letters mode to uppercase letters mode, and from uppercase letters mode to numbering mode.

4.5 Send predefined text messages - IP-Dect mode

	• Access MENU.
	• *Messages*
	• Select the predefined messages icon.
	• Select the desired message. • Confirm.
	• Dial the number of your contact (dial, directories, last numbers dialed...). • Confirm.

4.6 Change your voice mailbox password

	• Access MENU.
	• *Messages*
	• *Listen to voicemail* • Confirm. • Follow the instructions of the voice guide.

Please contact your administrator for your initial voice mailbox password.

5 Programming your telephone

5.1 Programming your personal directory

Your directory can contain up to 50 numbers.

		Quick access:
	• Access MENU.	
	• *Contacts*	

5.1.1 Add new contact

	• *More*
	• *Add contact*
	• *Name:*
	• Enter the name of your contact (24 characters maximum). • Press the 'OK' key to apply.
	• Select the type of contact *Work:* / *Mobile:* / *Home:* / *Other:*
	• Enter the number. • Press the 'OK' key to apply.
	• *Save*
	• Return to idle.

To key in the name: the keys in the numeric keypad include letters that you can display by pressing them successively. Example: press twice in succession on 8 to display the letter 'U'. To insert a pause in a number, press the 1 (hold down for a few seconds). To insert a measured break, press 0 (hold down for a few seconds). Press the # key to switch from lowercase letters mode to uppercase letters mode, and from uppercase letters mode to numbering mode.

5.1.2 Modify a contact

	• Select the record to be modified.
	• *Edit*
	• Select the record to be modified.
	• Modify the name. • Press the 'OK' key to apply.
	• Modify the number. • Press the 'OK' key to apply.
	• *Save*
	• *Yes*
	• Return to idle.

To delete a character, briefly press the delete key. To erase a field full of characters, hold down the erase key (long press).

5.1.3 Deleting a card

	• Select the contact to delete. • Apply.
	• *Delete contact* • Apply.
	• *Yes*
	• Return to idle.

To delete all contacts, select: Delete all cont.

5.2 Adjusting the audio functions

5.2.1 Choosing your melody

	• Access MENU.
	• *Ring*
	• *Off-site ringing / On-site ringing* • Apply.
	• Select the melody of your choice (You can play/stop and select the ringtone). • Apply.
	• Return to idle.

5.2.2 Adjusting the ringer volume

	• Access MENU.
	• *Ring*
	• *Ring volume* • Apply.
	• Increase / reduce the volume. • Apply.
	• Return to idle.

Long press: Activate or deactivate ringer.

5.2.3 Adjust audio volume during a call

	• During a call, use the up and down navigation keys to adjust the volume level.

5.3 Selecting language

	• Access MENU.
	• *Settings*
	• *Languages* • Select the language of your choice. • Apply.
	• Return to idle.

5.4 Adjusting your telephone functions

	• Access MENU.
	• *Ring*
	Ring volume: Adjust the ringer volume. *Off-site ringing / On-site ringing*: Select the melody. *Ring* ❱ Activate or deactivate ringer. *Key sound* ❱ Activate or deactivate the keypad tone. *Confirmat. sound* ❱ Activate or deactivate a signal when you confirm an action. *Coverage warning* ❱ Activate or deactivate the coverage warning. *Charger warning* ❱ Activate or deactivate a warning when the phone is charging. *Low bat. warning* ❱ Activate or deactivate Bip emission when low battery level is reached. *Ascending ringing* ❱ Activate or deactivate the ascending ringtone (Progressive ringing). *Headset mode* ❱ Activate or deactivate the headset mode. If activated, the handset doesn't ring when you receive an incoming call. You only hear the ringing in the headset. If deactivated, when the handset rings you hear the ringing in the headset when you receive an incoming call.
	• Apply.
	• Return to idle.

	• Access MENU.
	• *Settings*
	Time & date ❱ Define time and date format. *Language* ❱ Select the phone language. *Security* ❱ Activate or deactivate a timeout to trigger the automatic keylock, change the keylock pin code or lock the function key. *Handset name* ❱ Define the name of your handset. *Reset settings* ❱ Reset the setting and go back to the default settings. *Status* ❱ Find out the software version of your phone. *Auto answer* ❱ Define how to answer an incoming call: by pressing on the off-hook key or any key, OR by automatically answering the call with the earpiece or in hands-free mode. *Silent charging* ❱ Select whether silent mode is on or off when phone is charging. When activated, handset doesn't ring or beep the incoming event (call or message). *2s key repeat* ❱ For people with a disability, increases the repeat-key delay for the dial by name feature.
	• Apply.
	• Return to idle.

6 Registering the telephone

Your phone can be connected to an IBS or an IP-Dect radio base station according the company telephone system. Some features are dependant on the type of radio base station with which you are connected. In this case, IBS mode or IP-Dect mode is indicated in the description of the feature.

Your phone can be connected to an Alcatel-Lucent 8318 SIP-DECT Single Base Station. In this case, all features are described in the following chapter: Using the telephone in SIP mode.

6.1 Registering the telephone on a system for the first time

For the mobile telephone to function, it must be registered on at least one Alcatel-Lucent or GAP system (registration operation).If when first switched on the display indicates: 'System 1 Auto install ?' your telephone has not been registered on any system.

	• *Auto install?* • Confirm.
Registration can begin.	
A- If the system does not use an AC code.	
	• Launch subscription.
B- If the system uses an AC (authentication code).	
	• *Register*
	• Enter the PIN Code (The default is 0000). • Apply.
	• Select a system (It is recommended that the first empty system is selected). • Apply.
	• Enter PARK code (enter nothing if not mandatory). • Apply.
	• Enter access code (enter nothing if not mandatory). • Apply.
	• Select Power mode (You are advised not to select the 50 mW power mode unless required. The '50mW power mode' is intended for hazardous sites such as nuclear plants where it is requested that emissions do not exceed the maximum value.).
	• *Enhanced Security* • *Yes / No* Call from encrypted system to un-encrypted system is accepted (yes) or rejected (no).

The registration operation can last up to 2 minutes.

- If the operation has been done correctly (subscription accepted), the telephone is ready to be used and the radio reception quality icon is displayed.
- If the registration operation has not been successful, the station proposes launching the subscription again.

If your system doesn't recognize the 8212 DECT Handset, you can switch to the compatibility mode

	• Access MENU.
	• *Install*
	• *MODIC setting*
	• *8212 MODIC* Select this mode if your system recognizes the 8212 DECT Handset. • *8212_SIP MODIC* Select this mode if your phone is connected to an 8318 SIP-DECT Single Base Station. • *500 MODIC* Select this mode to register your DECT as a compatible DECT mode.

During registration phase, to improve security and optimize registration in a multi-system environment, the handset enforces a minimum signal strength level to accept to register to a base station. To achieve the conditions, it is recommended to perform registration in a place where a base station is in direct visibility within a 20 m range. If base station is not visible the range shall be lowered.

During registration phase in a multi-system environment, all systems are scanned without priority. The system is selected when the signal strength is above a certain level and registration matches.

6.2 Registering the telephone on other systems

The telephone can be registered on several systems (maximum of 4).
Note: the input is usually reserved for use with your main Alcatel-Lucent system. You can select the other inputs to register the telephone under another system (Alcatel-Lucent or other system).

6.2.1 To make a new registration, when the telephone has already been registered on one or more systems, proceed as follows:

• 1. Prepare your system for registration (see the system installation manual or consult your installation manager).	
• 2. When the system is ready:	
	• Access MENU.
	• *Install*
	• *Register*
	• Enter the PIN Code. • Apply.
	• Select a system.
	• Enter PARK code (enter nothing if not mandatory). • Apply.
	• Enter access code (enter nothing if not mandatory). • Apply.
	• Select Power mode.

	• *Enhanced Security* • *Yes / No* Call from encrypted system to un-encrypted system is accepted (yes) or rejected (no).
Launch subscription.	
	• Return to idle.

- If the registration operation runs correctly (Subscription accepted), the telephone is ready for use, and the radio coverage icon appears.
- If the registration operation has not been successful, the station proposes launching the subscription again.
- Depending on the type of system concerned, registration may require one or more additional operations on the system.

During registration phase, to improve security and optimize registration in a multi-system environment, the handset enforces a minimum signal strength level to accept to register to a base station. To achieve the conditions, it is recommended to perform registration in a place where a base station is in direct visibility within a 20 m range. If base station is not visible the range shall be lowered.

During registration phase in a multi-system environment, all systems are scanned without priority. The system is selected when the signal strength is above a certain level and registration matches.

6.2.2 Selecting your telephone system

Your telephone can be programmed to function on 4 different compatible systems.

	• Access MENU.
	• *Install*
	• *Select network*
	• Select the desired input (the chosen option is indicated by the radio button with a central dot).
	• Return to idle.

The selection is retained even after switching the telephone on/off. The selection of a specific system forces operation on a specific system. This selection must be changed if one wishes to change system. Selecting 'Auto. select' enables the telephone to connect automatically when it enters a system coverage zone. If the systems programmed in the telephone have common coverage zones, the telephone selects the first system found.

6.3 Activate or deactivate the economy mode

When the economy mode is activated, the set adjusts its radio emission power according to the distance between the set and the radio base. The closer the set is to the radio base, the lower is the radio emission from the phone. This means that the phone is not always emitting at full power and thus saves the battery.

This mode should not be activated in a interfered radio environment.

	• Access MENU.
	• *Install*
	• *Economy mode*
	• Enter the PIN Code. • Apply.
	• To activate/to deactivate: *Yes / No*
	• Return to idle.

7 Using the telephone in SIP mode

This chapter describes all available features when your telephone is connected to an Alcatel-Lucent 8318 SIP-DECT Single Base Station.

Display function:
When a call is made from the telephone, the digits dialed are displayed. When you receive a call, the display indicates the caller's number or name, if this function is provided by the fixed system.

7.1 Getting to know your telephone

7.1.1 Phone description

	• Answer the call. • Make a call. • Long press (in idle mode): redial last number.
	• Hang up. • Long press (in idle mode): switch on the phone / switch off the phone.
	• Return to previous menu. • Erase a character. • Delete an entire field.
	• Short press: back to homepage. • Long press: lock/unlock keypad.

1		• Access MENU. • Confirm. • Navigate. • Adjust volume level during conversation (up and down navigation keys).
2		• Access your personal directory. • Access to the company directory.
		• Activate/deactivate the mute feature during a conversation. No feature is associated with this key in idle mode.
		• Access the call log.
		• Short press (in idle mode): access the ringer adjustment feature. • Long press (in idle mode): activate or deactivate ringer. • Short press (incoming call): switch off ringer.
		• Answering a call with loudspeaker activated. • Activate/deactivate the loudspeaker during a conversation.
		• Open the contextual menu.

③	LED	• Green steady: the phone is on the charger and the battery is fully charged. • Red steady: the phone is on the charger and the battery is charging. • Slow orange flashing: telephonic event such as unread message, missed call, etc. • Rapid orange flashing: incoming call. • Slow Red flashing: out of coverage. • Rapid red flashing: low battery warning. Flashing when the phone is plugged into the charger means the same as when the phone is not plugged into the charger.
④	• 3.5 mm, 4-pole jack plug for headset and maintenance (TRRS Standards: CTIA). If your device is not compatible, you can use a 3 pole to 4 pole jack adapter.	

7.1.2 MENU icons

The MENU is accessible from the welcome screen by pressing the OK key.	

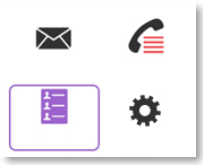
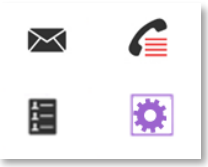
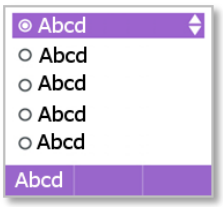
It provides access to all the functions available on your system. All icons are described in their unselected state. When selected, the icons are displayed in purple.

	Messages: Consulting your voice mailbox.
	Call log: Access the call log.
	Contacts: Manage your personal directory and access the company directory.
	Settings: Access the general settings such as time and date, Language, key programming, etc.
	Ring: Access the ringing, key sound and warnings settings.
	Install: Installation settings.

7.1.3 Call icons

	Making a call.
	Receiving a call.
	Call is ended.

7.1.4 Accessing the MENU and navigating

Access the menu.	Press the Access menu key.	
Select a function in the MENU.	Use the navigator keys and press the OK key to select a function.	
Navigating within a function.	You can move vertically along the various labels within the function Press the OK key to validate your choice.	
	OR	
	You can move horizontally along the various icons within the function Press the OK key to validate your choice.	

7.2 Call log

		Quick access:
	• Access MENU.	
	• Call log	
	• All calls. • Incoming calls. • Outgoing calls. • Missed calls.	

7.2.1 Manage the call log

	• Select an entry.
	• *Call* Call the contact.
	• *View* Display the log details.
	• *More* ○ *Save contact* If the contact is not in your local directory, you can save them as a new local contact. ○ *Append to contact* Add the number to an existing local contact. ○ *Send message* Not available in SIP mode ○ *Edit before call* View the number before making the call. ○ *Delete item* Delete the selected item of the call log. ○ *Delete all items* Delete the complete call log.

7.3 Making a call

	• Dial.
	• Send the call.
❱You are in communication.	
	• Hang up.

7.4 Calling from your personal directory

		Quick access:
	• Access MENU.	
	• Contacts	
	• If a company directory is configured in your system, you have to select your personal directory: *Contacts*	
	• Select the name of the person you wish to call.	
 or 	• Send the call.	

7.5 Calling your caller by name (company directory)

This feature is available if a company directory is configured in your system.

		Quick access:
	• Access MENU.	
	• Contacts	
	• *Central directory*	
	• Enter the first letters of your contact's name.	
	• Apply. • The matching names are displayed.	
	• Select the name of the person you wish to call.	
 or 	• Send the call.	
	• Cancel the operation	

7.6 Calling using speed dial key

First, you have to define the speed dial key. See chapter: Programming your personal directory.

	• If you have defined a speed dial key (number 1 to 9), long press on the speed-dial key to call your associated contact.
❱You are in communication.	
	• Hang up.

7.7 Redialing the last number dialed (redial)

	• Long press

7.8 Receiving a call

You are receiving a call.	
	• Answer the call (Use the off-hook key of the handset or of the headset if connected).
	• Disabling the ringer: press this key when your telephone rings: it is still possible to answer by pressing the off hook key.
Speak.	
	• Hang up.

7.9 Make a second call

This feature depends on the system configuration. If necessary, contact your administrator.
You are in conversation with one contact. You want to make a second call.

	• Dial the number (if DTMF mode is activated, you have to deactivate this mode before dialing the number).
or	• Send the call. • You can talk to the second caller and the first one is on hold.

Other method

	• Open the contextual menu.
	• *Hold call*

	• Use one of the following:
	  ○ Dial the number to call.
	  ○ Call your contact using your personal directory (*Contacts*).
	  ○ Call your contact using the company directory (*Central directory*).
	• You can talk to the second caller and the first one is on hold.

7.10 Receiving a second call

When you receive a second call during a conversation, the name or number of the incoming call is displayed.

or	• Answer the call. The first call is put on hold.

7.11 Switching between two calls (Broker call)

You are in communication with the first caller and the second is on hold. You can switch between the two calls. Use one of the following regarding the installation.

	• Press the off hook key.

Other method

	• Open the contextual menu.
	• *Swap calls*

7.12 Transferring a call

7.12.1 To transfer your call to another number

You want to transfer the call to another contact. You are in conversation with one contact.

	• Call the recipient of the transfer using the dial a number or dial by name feature or the call log or local directory.
	• Open the contextual menu.
	• You can transfer the call immediately or wait for your contact to answer before transferring the call: *Transfer*

7.12.2 To transfer a call to another contact on hold

	• Hang up. The two callers are connected.

Other method

	• Open the contextual menu.
	• *Transfer*

7.13 Three-way conference with internal and/or external contacts (conference)

You are in communication with the first caller and the second is on hold.

	• Open the contextual menu.
	• *Conference*

End the conference with all participants.

	• The conference has ended.

7.14 Sending DTMF signals

Sending DTMF is subject to configuration. Contact your administrator to check that the feature is enabled.

During a conversation you sometimes have to send DTMF signals, such as with a voice server, an automated attendant or a remotely consulted answering machine.

	• You are in conversation with one contact.
	• Open the contextual menu.
	• *DTMF*
	• Enter DTMF code.

Use the same procedure to deactivate DTMF mode. The function is automatically cancelled when you hang up.

To activate or deactivate DTMF mode:

	• Open the contextual menu.
	• *DTMF*

7.15 Sending a calibrated cut-off

The calibrated cut-off activates functions such as transfer to another telephone set. To make a calibrated cut-off:

- Press the 0 key (hold down for a few seconds).

7.16 Locking your telephone

This feature locks the keypad.

	• Long press.

Unlock your terminal:

	• Long press.

7.17 Programming your personal directory

Your directory can contain up to 12 numbers.

		Quick access:
	• Access MENU.	
	• Contacts	
	• If a company directory is configured in your system, you have to select your personal directory: *Contacts*	

7.17.1 Add new contact

	• More
	• Add contact
	• *Name:*
	• Enter the name (10 characters maximum). • Press the 'OK' key to apply.
	• Select the type of contact Work: / Mobile: / Home:
	• Enter the number. • Press the 'OK' key to apply.
	• *Ring*
	• Define a melody for this contact (optional). • Press the 'OK' key to apply.
	• Save
	• Return to idle.

To key in the name: the keys in the numeric keypad include letters that you can display by pressing them successively. Example: press twice in succession on 8 to display the letter 'U'. To insert a pause in a number, press the 1 (hold down for a few seconds). To insert a measured break, press 0 (hold down for a few seconds).

7.17.2 Modify a contact

	• Select the record to be modified.
	• Edit
	• Select the record to be modified.
	• Modify the name. • Press the 'OK' key to apply.
	• Modify the number. • Press the 'OK' key to apply.
	• Define a melody for this contact (optional). • Press the 'OK' key to apply.
	• Save
	• Return to idle.

To delete a character, briefly press the delete key. To erase a field full of characters, hold down the erase key (long press).

7.17.3 Deleting a card

	• Select the contact to delete.
	• *More*
	• *Delete contact*
	• *Yes*
	• Return to idle.

To delete all contacts, select: *Delete all cont.*

7.17.4 Add the contact to a speed dial key

	• Select the contact.
	• *More*
	• *Speed dial*
	• Press the ok key on an empty speed dial key. The contact is added to the speed dial key. If the speed dial key already contains a contact, you need to clear the speed dial key before adding a new contact. To do this, select: *Delete*.
	• Return to idle.

7.17.5 Clearing a speed dial key

	• Select the contact.
	• *More*
	• *Speed dial*
	• Select the speed dial key you wish to clear.
	• *Delete*
	• Return to idle.

7.18 Customizing and adjusting your telephone

7.18.1 Choosing your melody

	• Access MENU.
	• Ring
	• *Off-site ringing / On-site ringing*
	• Select the melody of your choice (You can play/stop and select the ringtone). • Press the 'OK' key to apply.
	• Return to idle.

7.18.2 Adjusting the ringer volume

	• Access MENU.
	• *Ring*
	• Ring volume
	• Increase / reduce the volume. • Press the 'OK' key to apply.
	• Return to idle.

7.18.3 Selecting language

	• Access MENU.
	• *Settings*
	• *Languages*
	• Select the language of your choice. • Press the 'OK' key to apply.
	• Return to idle.

7.18.4 Other features

	• Access MENU.
	• *Ring*
	• *Ring* ❱ You can adjust the buzzer/ringer mode according to your needs. • *Key sound* ❱ Activate or deactivate the keypad tone. • *Confirmat. sound* ❱ Activate or deactivate a signal when you confirm an action. • *Coverage warning* ❱ Activate or deactivate the coverage warning. • *Charger warning* ❱ Activate or deactivate a warning when the phone is charging. • *Low bat. warning* ❱ Activate or deactivate Bip emission when low battery level is reached. • *Ascending ringing* ❱ Activate or deactivate the ascending ringtone (Progressive ringing). • *Headset mode* ❱ Activate or deactivate the headset mode. If activated, the handset doesn't ring when you receive an incoming call. You only hear the ringing in the headset. If deactivated, when the handset rings you hear the ringing in the headset when you receive an incoming call. • *Silent charging* ❱ select whether silent mode is on or off when phone is charging.
	• Apply.
	• Return to idle.

	• Access MENU.
	• Settings.
	• *Time & date* ❱ Define time and date format • *Language* ❱ Select the phone language. • *Security* ❱ Activate or deactivate a timeout to trigger the automatic keylock, change the keylock pin code or lock the function key. • *Handset name* ❱ You can enter a name for your handset. • *Reset settings* ❱ Reset the setting and go back to the default settings. • *Status* ❱ Find out the software version of your phone. • *Auto answer* ❱ Define how to answer an incoming call: by pressing on the off-hook key or any key, OR by automatically answering the call with the earpiece or in hands-free mode. • *2s key repeat* ❱ *For people with a disability, increases the repeat-key delay for the dial by name feature*.
	• Apply.
	• Return to idle.

The selection is retained even after switching the telephone on/off. The selection of a specific system forces operation on a specific system. This selection must be changed if one wishes to change system. Selecting 'Auto. select' enables the telephone to connect automatically when it enters a system coverage zone. If the systems programmed in the telephone have common coverage zones, the telephone selects the first system found.

7.19 Messaging portal

	• Access MENU.
	• Call log
	• Consulting your voice mailbox. • Not available in SIP mode. • Not available in SIP mode. • Not available in SIP mode.

7.19.1 Define the number of your voice mailbox

Before starting initialization, make sure the administrator has created a voice mailbox.

	• Access MENU.
	• *Messages*
	• Consulting your voice mailbox.
	• *Voicemail number* • Confirm.
	• Enter the number of your voicemail.
	• Confirm (or *Save*)

7.19.2 Consulting your voice mailbox

	• Access MENU.
	• *Messages*
	• Consulting your voice mailbox.
	• *Listen to voicemail* • Confirm access to the voice mail. • Follow the instructions of the voice guide.

Please refer to the administrator for your password.

8 Accessories

8.1 Chargers

	A desk support for docking your phone with integrated USB cable.
	An AC/DC adapter made of a body and a separate plug head that clips onto the AC/DC adapator body (not supplied with the phone, please contact your installation technician).

8.2 Characteristics of the mains power adapter

Input: 100/240 V - 50/60 Hz.
Output: 5V 1A.

The mains power socket used must be close to the charger/holder and easily accessible, so that it can be used as an 'on/off' facility.

8.3 Presentation of the battery pack

8.3.1 Autonomy of your telephone

On standby in the radio coverage zone	Up to 113 hours.
In continuous conversation	Up to 11 hours.

8.3.2 Initial charge:

Place the telephone in the charging holder.	
	Battery icon flashing.
	The battery is charged.

Maximum battery performance is only reached after around 10 charge/discharge cycles.
These batteries contain polluting substances: do not dispose of them in a dustbin - take them to a specialized collection point.

8.3.3 Battery charge level

	> 66%
	33% 66%
	10% 33%
	< 10%

8.4 Headphone / external microphone

The side of the telephone features a 3.5 mm jack connector for headphone / external microphone. Contact your retailer for information on the various headphone models available.

8.5 Cleaning your telephone

Your telephone does not require any particular servicing. However, it may be cleaned using a soft, damp cloth.

Use appropriate soap or detergent to clean the surface of the telephone.

8.6 Transporting and protecting your telephone

	Your telephone can also be carried in a protective case with swivel clip (not supplied with the phone, please contact your installation technician). It is recommended to use the protective case if your telephone is to be used in an industrial environment (presence of dust, filings, vapors of diverse origins or its at the risk of being dropped). To avoid losing your telephone, get into the habit of clipping it onto your belt. Insert the phone into the protective case (top end of the phone first). Make sure that the protective case is correctly closed.

9 Declaration of compliance

This equipment uses DECT frequency range that depends on country: 1880 - 1900 MHz in Europe, 1920 - 1930 MHz in US/Canada, 1910 - 1930 MHz in LATAM, 1910 - 1920 MHz in Brazil. The equivalent isotropically radiated power at the antenna is less than 110 mW or 250 mW (it depends on the country). This equipment is in compliance with the essential requirements of Radio Equipment Directive (RED) 2014/53/EU and with Directive 2011/65/UE (ROHS).

Declaration of Conformity may be obtained from:
ALE International 32 avenue Kléber – 92700 Colombes, France
ebg_global_supportcenter@al-enterprise.com

UK
This equipment is in compliance with the essential requirements of following regulations : Radio Equipment Regulations 2017, the Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012.

USA and Canada
Handset: This device complies with Part 15 of the FCC Rules and with RSS of Industry Canada (FCC ID: T7HCT8101, IC: 4979B-CT8101). This device complies with Part 68 of the FCC Rules and with IC CS-03 Part V of Industry Canada.
Chargers: this device complies with Part 15 of the FCC Rules and with ICES-003 of Industry Canada. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Exposure to Radio Frequency Signals
This device has been designed and manufactured not to exceed the SAR (Specific Absorption Rate) radio frequency power transmission limits established by the different countries concerned.
EU/AU: The SAR value measured is equal to 0.062 W/kg (the globally accepted maximum limit being 2W/kg).
FCC/IC: The SAR value measured is equal to 0.077 W/kg (the globally accepted maximum limit being 1.6W/kg).
User Instructions

Only use the handset in temperatures between -10°C to +40°C (14°F to 104°F). Battery charging between +5°C to +40°C (41°F to 104°F).
This apparatus is Hearing Aid Compatible (HAC).

Acoustic shock protection
Maximum sound pressure level for handset is compliant with European, US and Australian standards.
Directive 2003/10/EC specifying the risks inherent in noise at work
The ring contributes towards overall daily noise. To reduce the level, the following is recommended: reduce the setting, program a progressive ring.

Disposal
The equipment must be returned to a collection point for electronic equipment waste disposal.
Defective batteries must be returned to a collection point for chemical waste disposal.

Related Documentation
Other languages for these Safety and Regulatory Instructions and User Documentation are available at the following Web site https://www.al-enterprise.com/products.

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Quick guide

8212 DECT Handset

Phone description

		• Answer the call. • Long press (feature depending on the system): redial last number or access the redial list.
		• Hang up. • Long press: switch on the phone / switch off the phone.
		• Return to previous menu. • Erase a character. • Delete an entire field.
		• Short press: back to homepage. • Long press: lock/unlock keypad.
1	OK	• Access MENU. • Confirm. • Navigate. • Adjust volume level during conversation (up and down navigation keys).
2		Access your personal directory.
		Activate/deactivate the mute feature during a conversation. No feature is associated with this key in idle mode.
		Access the call log.
		Short press (in idle mode): access the ringer adjustment feature. Long press (in idle mode): activate or deactivate ringer. Short press (incoming call): switch off ringer.
		Answering a call with loudspeaker activated. Activate/deactivate the loudspeaker during a conversation.
		Open the contextual menu. This feature is only available in SIP mode during communication.
*		Long press: access the DTMF feature during a conversation (not available in SIP mode).
3	LED	• Green steady: the phone is on the charger and the battery is fully charged. • Red steady: the phone is on the charger and the battery is charging. • Slow orange flashing: telephonic event such as unread message, missed call, etc. • Rapid orange flashing: incoming call. • Slow Red flashing: out of coverage. • Rapid red flashing: low battery warning. Flashing when the phone is plugged into the charger means the same as when the phone is not plugged into the charger.
4		3.5 mm, 4-pole jack plug for headset and maintenance (TRRS Standards: CTIA).

Charging your telephone battery

Charging the battery on a single charger

Put your phone on its support. Plug the USB cable into a 5V socket (AC/DC adaptor, computer, …).
The AC/DC adaptor is not provided with the set. Please contact your provider for a recommended AC/DC adaptator.
You can configure how the handset behaves when it is installed on the charger using the settings menu. Refer to the chapter on configuring your telephone.

LED

Green steady: the phone is on the charger (or connected to the USB cable) and the battery is fully charged.
Red steady: the phone is on the charger and the battery is charging.
Recharge your telephone battery regularly. The telephone can be on or off when recharging the battery. If the telephone is to remain unused or out of its charger for several weeks, remove the battery and store it separately.

The battery charging time is less than 10 hours.

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Quick guide

8212 DECT Handset

Status icons

The status icons are displayed on the welcome screen and indicate the status of the telephone.

- Battery charge level (> > >).
- In charge (flashing icon).
- This feature depends on your system.
- Missed calls
- Ringer active.
- Ringer disabled.
- Radio reception quality.
- Loudspeaker on (in conversation).
- Mute on (in conversation).
- Economy mode activated and used (green).
- Economy mode activated (gray).
- 50 mW power.

You can obtain details on the status icons from the tooltips that appear on the welcome screen when you use the navigator:	

MENU icons

The MENU is accessible from the welcome screen by pressing the OK key. It provides access to all the functions available on your system. All icons are described in their unselected state. When selected, the icons are displayed in purple.

	Consult and send voice and text messages.
	Call log
	Directories: Manage your personal directory and access the company directory.
	Access the general settings of the phone (key sound, charger warning).
	Ringing setting.
	Install: Installation settings.

Call icons

	Making a call.
	Receiving a call.

Features

Answered incoming calls. Redialing (long press). Send the call.	
End the call.	
Calling from your personal directory (PersSpDial). Programming your personal directory (PersSpDial).	
Call from call log (All incoming, outgoing, missed or unanswered calls are displayed in the call log).	
Consulting your voice mailbox.	
Consulting text messages (not available in SIP mode). Sending text messages (not available in SIP mode).	
Choice of language.	
Choose the tune.	
Adjusting the ringer volume.	
Locking features on your terminal.	
Access the handset settings menu (Device info., Coverage warning., Security., …).	

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