

# SWITEL

## TC 30 - Desktop telephone

### 1. Unpacking

The package contains:

- Desktop phone TC 30
- Handset
- Coiled handset cord
- Telephone line cord
- User guide

Keep the packing material for later use.

Keep your sales receipt, which is your guarantee.



In the case of technical problems, you can contact our hotline service, Tel. 0900 00 1675 within Switzerland (Costs for call from Swisscom landline at time of going to print: CHF 2.60/min). In the case of claims under the terms of guarantee, contact your sales outlet. There is a 2 year period of guarantee.

1. LCD screen
2. Ringer light indication
3. M1, M2, M3 Memory buttons
4. Scroll up & down buttons
5. Delete button
6. Set/Store button
7. Memory button
8. Last Number Redial button
9. Speakerphone button
10. Mute button
11. R (Recall) button
12. Pause button

#### IMPORTANT NOTE

The TC 30 requires 2 x 1.5 V AAA size Alkaline batteries installed into the battery compartment before use. The caller display will not work without batteries installed.

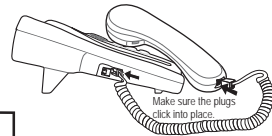
### 2. Installation

#### Installation location

- The telephone should be placed on a level surface not too close to other electrical equipment to avoid mutual influence.
- Prevent excessive exposure to smoke, dust, vibration, chemicals, moisture, heat and direct sunlight.
- Do not use the handset in potentially explosive areas.

Plug the coiled handset cord into the handset. Plug the other end into the jack on the left side of the base unit.

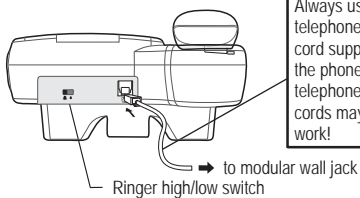
Place the handset on the base unit.



Always use the telephone line cord supplied with the phone. Other telephone line cords may not work!

Plug the telephone line cord's free end into a modular wall jack. Plug the other end into the jack on the rear side of the base unit

Lift the handset and check for dial tone in the earpiece.



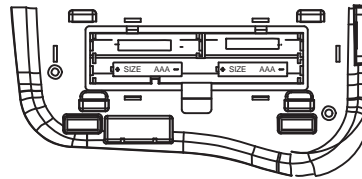
#### Installing (or replacing) the batteries

**IMPORTANT!** Before removing the battery compartment cover, always make sure, that the base unit is disconnected from the telephone line.

Install two pieces of Alkaline AAA batteries into the compartment and place back the cover before use.

- Note:
1. Please do not use rechargeable batteries in this phone.
  2. Batteries are not included.
  3. The battery lifetime is typically about 6 months.

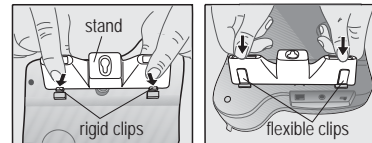
When the batteries are getting weak, will appear in the display screen. If you do not replace the batteries, they will become totally discharged and the display screen will not work.



### 3. Desk / Wall mounting instruction

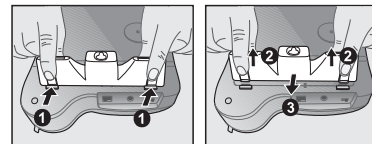
#### Desk mount

To place the TC 30 on a desk, connect the stand to the bottom of the phone in the slots near the rear of the base as shown below.



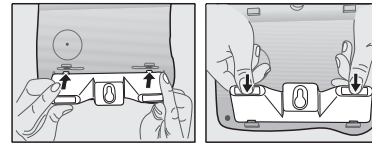
Insert the rigid clips of the stand into the slots on the bottom of the phone (near the rear of the base). Press down firmly until the flexible clips click into place.

To remove the stand, (1) pinch the flexible clips, (2) pull back the stand, and then (3) slide up and forward as shown below.



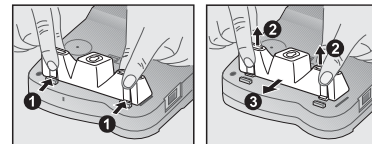
#### Wall mount

To place the TC 30 on a wall, connect the stand to the bottom of the phone in the slots near the front of the base as shown below.

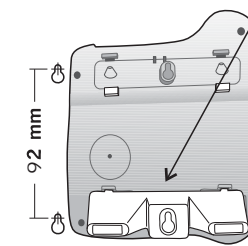


Insert the rigid clips of the stand into the slots on the bottom of the phone (near the front of the base). Press down firmly until the flexible clips click into place.

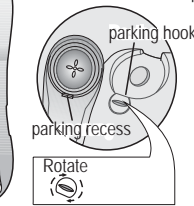
To remove the stand, (1) pinch the flexible clips, (2) pull back the stand, and then (3) slide up and forward as shown below.



Mark two points on the wall that are 92 mm apart to lay the fixing centers as shown below.



Note: The base unit does not require batteries, but without batteries the display will not work.



**BE CAREFUL** to check that there are no electrical wires hidden in the wall. Fix two screws (supplied with the unit) at the marked locations, leaving approx. 7 mm between the wall and the screw head.

Hang the base unit on the screws using the wall mount slots. You may need to remove the telephone from the wall and tighten the screws so that the unit is securely fixed and does not wobble. Place the handset on the cradle with the parking hook in the cradle arranged to fit in the parking recess under the earpiece.

### 4. Setting up the phone

Press the SET/STO button to enter the menu and then use and to cycle through the following options:

• SET 1 DATE

• SET 2 LCD

• SET 3 FLASH

Note: The system will time out if you leave more than 8 seconds between key presses.

#### Set Date/Time

You will need to set time and date so that it will be shown correctly in the display. It is also used for showing the date and time of incoming calls in the caller list.

- |    |  |  |
|----|--|--|
| 1  |  | In standby mode, press SET/STO.<br>⇒ The display shows SET 1 DATE.   |
| 2  |  | Press SET/STO.<br>⇒ The year is flashing.  |
| 3  |  | Press  and  to set the year.   |
| 4  |  | Press SET/STO.<br>⇒ The month is flashing.   |
| 5  |  | Press  and  to set the month.  |
| 6  |  | Press SET/STO.<br>⇒ The day is flashing.   |
| 7  |  | Press  and  to set the day.  |
| 8  |  | Press SET/STO.<br>⇒ The hours are flashing.  |
| 9  |  | Press  and  to set the hours.  |
| 10 |  | Press SET/STO.<br>⇒ The minutes are flashing.  |
| 11 |  | Press  and  to set the minutes.  |
| 12 |  | Press SET/STO.<br>⇒ The display shows SET 2 LCD. Continue programming or press DELETE to return to standby mode. |

#### Set LCD contrast

- |   |  |  |
|---|--|--|
| 1 |  | In standby mode, press SET/STO.<br>⇒ The display shows SET 1 DATE.   |
| 2 |  | Select SET 2 DISPLAY using  or .   |
| 3 |  | Press SET/STO.   |
| 4 |  | Adjust the contrast using  or .  |
| 5 |  | Press SET/STO.<br>⇒ The display shows SET 3 FLASH. Continue programming or press DELETE to return to standby mode. |

## Setting the Flash time

- This telephone gives you the possibility to use special services of your network provider. The usual setting for analog telephone networks is 100 ms (default).
- 1 In standby mode press **SET/STO**.  
⇒ The display shows **SET 1 DATE**.
  - 2 Select **SET 3 FLASH** using or .
  - 3 Press **SET/STO**.
  - 4 Select the desired setting using and (100, 300, 600 or 1000 ms).
  - 5 Press **SET/STO**.  
⇒ The display shows **SET 1 DATE**. Continue programming or press **DELETE** to return to standby mode.

## 5. Telephone Operation

- Making a call**
- 1 Lift the handset and wait for the dial tone.  
⇒ The display shows **00-00**. After a short time the call duration appears.
  - 2 Enter the telephone number.  
⇒ The display shows the entered digits.
  - 3 To end the call replace the handset.

- Taking a call**
- The telephone rings:  
Lift the handset or press the speakerphone button.  
⇒ After a short time the call duration appears.

- Setting the speakerphone volume**
- During a call:  
Adjust the speakerphone volume using the slide switch on the right hand side of the base unit.

- Ending a call**
- Replace the handset or press the speakerphone button (if activated).

- Switching between handset and speakerphone**
- During a "normal" conversation press the speakerphone button.  
The speakerphone light will turn on. Replace the handset. Now you can proceed your call "hands-free".  
For switching off the speakerphone mode lift up the handset to enable "normal" conversation.

- Last number redialling**
- 1 Lift the handset or press the speakerphone button.
  - 2 Press the last number redial button.  
⇒ The phone automaticcalle dials the last number you called.

- Muting the microphone**
- 1 During a call press the mute button.  
⇒ When the microphone is off, the person on the other side will no longer hear you.
  - 2 For unmuting the microphone press the mute button again.

- Inserting a pause**
- 1 For some PBXs an acces number followed by a pause must be dialled to get an exchange line  
Press the pause button immediatly after the access number, to enter a pause of about 3.6 s. Then enter the desired telephone number.
  - 2 If you want to store a telephone number enter the pause button after the access code. It will also be stored.

- Use on a PBX**
- If you are using the telephone on a PBX, you will have to enter "Recall" for using special features. In some cases you will have to adjust the flash time (see above). Please refer to the PBXs user guide.

- Storing telephone numbers to the direct memory**
- 1 In standby mode, enter the telephone number, you want to store.  
⇒ Up to a maximum of 16 digits.
  - 2 Press **SET/STO**.
  - 3 Press one of the direct memory buttons M1, M2 or M3, to which you want to store the telephone number.

- Dialling out direct memory**
- Lift the handset or press the speakerphone button.  
Press the desired direct memory button M1, M2 or M3.  
⇒ The stored telephone number will be dialled.

- Storing telephone numbers to a two-touch memory (0-9)**
- 1 In standby mode, enter the telephone number, you want to store.  
⇒ Up to a maximum of 16 digits.
  - 2 Press **SET/STO**.
  - 3 Press one of the digit keys 0 - 9, to which you want to store the telephone number.

- Dialling out stored numbers from the two-touch memory**
- For dialling a telephone number from the two-touch memory lift the handset or press the speakerphone button.  
Press the memory button MEM.  
Press the digit key, the telephone number is stored.  
⇒ The stored telephone number will be dialled.

## 6. Caller list

If the CLIP feature (Calling Line Identification Presentation) is available at your connection, the telephone number of the caller will be displayed for an incoming call. Your telephone stores up to 30 entries in the caller list. In case of a full caller list a new call will replace the oldest entry.

The entries show:

- The caller's telephone number (if available)
- Date and time of the call

Condition of incoming call	The display shows
Repeated call	REP
New call	NEW
Caller's telephone number not available	UNAVAILABLE
Caller's telephone number withheld	WITHHELD
A general error	ERROR
There is a voice information in your voice mailbox (additional feature / please contact your provider for more information).	

- Viewing the caller list**
- 1 In standby mode, press or .  
⇒ The latest entry is displayed.  
If there are no entries, **00 CALL** appears in the display.
  - 2 Press or to scroll through the records.

- Making a call from the caller list**
- 1 The desired entry is shown:  
Press the last number redial button LNR.
  - 2 Lift the handset or press the speakerphone button.  
⇒ The telephone number will be dialled.

- Deleting entries**
- The desired entry is shown:  
Press the delete button **DEL**.  
⇒ The entry will be deleted - the next entry is shown.  
To delete all entries press and hold down the delete button for approx. 3 s  
⇒ All entries will be deleted.

## 7. Guarantee

SWITEL equipment is produced and tested according to the latest production methods. The implementation of carefully chosen materials and highly developed technologies ensure trouble-free functioning and a long service life. The terms of guarantee do not apply where the cause of equipment malfunction is the fault of the telephone network operator or any interposed private branch extension system. The terms of guarantee do not apply to the batteries or power packs used in the products.

The period of guarantee is 24 months from the date of purchase.

All deficiencies related to material or manufacturing errors within the period of guarantee will be redressed free of charge. Rights to claims under the terms of guarantee are annulled following tampering by the purchaser or third parties. Damage caused as the result of improper handling or operation, normal wear and tear, incorrect positioning or storage, improper connection or installation or Acts of God and other external influences are excluded from the terms of guarantee. In the case of complaints, we reserve the right to repair defect parts, replace them or replace the entire device. Replaced parts or devices become our property. Rights to compensation in the case of damage are excluded where there is no evidence of intent or gross negligence by the manufacturer.

If your device shows signs of defect during the period of guarantee, please return it to the sales outlet in which you purchased the SWITEL device together with the purchase receipt. All claims under the terms of guarantee in accordance with this agreement can only be asserted at the sales outlet.

No claims under the terms of guarantee can be asserted after a period of two years from the date of purchase and hand-over of the product.

## 8. Declaration of Conformity

This equipment complies with the European R&TTE directive.  
To view the complete Declaration of Conformity, please refer to the free download available at our web site: [www.switel.com](http://www.switel.com).



## 9. Maintenance

Clean the housing surfaces with a soft, fluff-free cloth.  
Do not use any cleaning agents or solvents.

## 10. Intended use

The telephone is suitable for telephoning within a public telephone network system. Any other use is considered unintended use. Unauthorised modification or reconstruction is not permitted.

Under no circumstances open the device or complete any repair work yourself.

## 11. Disposal

In order to dispose of your device, take it to a collection point provided by your local public waste authorities (e.g. recycling centre). The adjacent symbol indicates that the device must not be disposed of in normal domestic waste!

According to laws on the disposal of electronic and electrical devices, owners are obliged to dispose of old electronic and electrical devices in a separate waste container.

Batteries must be disposed of at the point of sale or at the appropriate collection points provided by the public waste authorities.

Packaging materials must be disposed of according to local regulations.



## 12. Technical data

Temperature: Operation 0 °C to 40 °C  
Storage -20 °C to 60 °C  
Dial mode: DTMF (Tone)  
R-key: Flash (100, 300, 600, 1000 ms)