

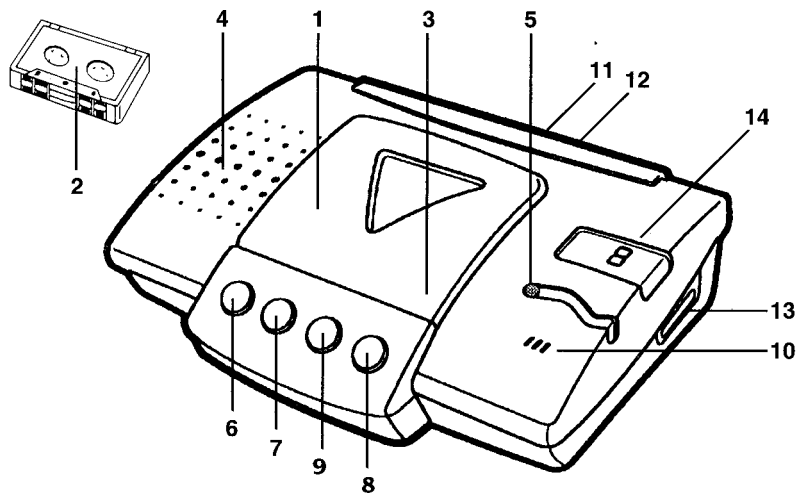
BELGACOM

Bolero 100

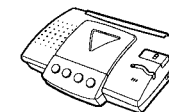


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- 1. Cassette Lid
- 2. Microcassette
- 3. OUTGOING MESSAGE (OGM) Button
- 4. Speaker
- 5. LED Indicator
- 6. STOP Button
- 7. MEMO/FAST FORWARD Button
- 8. PLAYBACK/REWIND Button
- 9. Answer ON/OFF Button
- 10. Microphone
- 11. Telephone Line Jack
- 12. Power Jack
- 13. Volume Control
- 14. Message Counter

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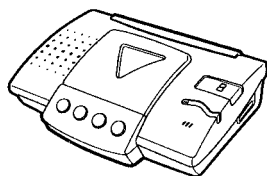
Specifications

- Auto answering mode
 - OGM and MEMO recording and playing
 - ICM recording and playing
 - Message counter
 - Call break through
 - Telephone conversation recording
 - ICM playing by remote control
 - Security code change by remote control
 - Room monitoring by remote control
 - OGM change by remote control
 - Call monitoring
 - Fast forward, rewind & stop during play back
 - Power failure protection of recorded messages
- Remote control only from a true touch tone telephone (DTMF).



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ANSWERING MACHINE
OPERATING GUIDE



IMPORTANT

Before using your answering machine, please observe the following safety instructions:

1. Read this manual carefully.
2. Never place your BELGACOM BOLERO 100 on an unstable surface.
3. Do not place the machine in a damp or dusty environment.
4. Do not place the machine near a source of heat such as a heater or a radiator.
5. Only use a damp cloth to clean the machine.
6. Never remove screws or lids to repair the machine yourself. Leave this work to the BELGACOM technical department.
7. Pull the plug immediately out of the machine:
 - a in case the power supply plug or the cord have been damaged;
 - b in case liquid has been spilled into the machine;
 - c if the answering machine has been dropped and severely damaged.
8. The slots and openings in the machine are provided for ventilation to protect the machine from overheating. These openings may not be blocked with the installment of the machine.

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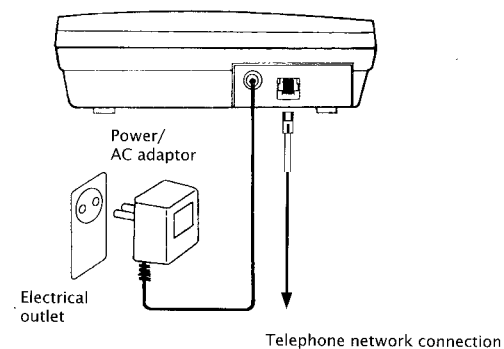
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INSTALLATION

1. Place your BELGACOM BOLERO 100 on a hard flat surface.
2. Connect the telephone plug of the answering machine.
3. Place the microcassette into the machine, with the empty reel on the left.
4. Connect the power plug of the adapter 220 V.
5. Connect the AC adaptor to the AC wall outlet.

CAUTION: Be sure to put the microcassette tape in the machine before connecting the AC adaptor, otherwise the unit will not work.

ENGLISH






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ANSWERING MACHINE OPERATION

Recording and checking outgoing message (OGM):


1. Press and hold the OGM button  (3) until you hear a BEEP. The LED-indicator (5) will light.
2. Start speaking as soon as the microcassette winds forward. The OGM can be up to 1 minute long.
3. Press the STOP button  (6) once to end recording. Your unit will automatically play back your OGM once.
4. Press the OGM button  (3) to check your OGM once again.

OGM-examples:

"Hello, Robin and Marion Hood are unable to answer the telephone at this time. After the beep, please leave your name, telephone number and a short message. We will return your call as soon as possible."


"Hello, Anne and Peter Cooper are not here for the moment. But if you leave your name, (telephone) number and your message after the beep, we will call you back as soon as possible. Thank you."

Automatic answering mode


1. Press the ANSWER ON/OFF button  (9) once. The LED indicator (5) will light.
Note: If no outgoing message (OGM) has been recorded, the LED indicator (5) will blink and the machine will emit 2 BEEPS when any key is pressed.
2. Your unit is now ready to answer phone calls.
Note: Each incoming message (ICM) can be up to 2,5 minutes. If the unit notes an invariable tone or a silence lasting 5 seconds while recording an incoming message, the machine will automatically break the connection. Also when the handset is hung up, the unit recognises this and breaks the connection. The message counter will display the number of ICMs recorded up to a maximum of 9 though there may be more than 9 ICMs recorded. When the tape is full, the answering machine will not answer any more calls.







Switching off the Bolero 100

Press the ANSWER ON/OFF button  (9) again to turn off the answering machine. The LED indicator (5) will turn off to confirm that your unit is now in the ANSWER OFF mode.


Playing the incoming messages

1. Press and release the PLAY/REWIND button  (8).
2. Adjust VOLUME CONTROL (13) for comfortable listening level. (unit side)
3. At the end of each message, a BEEP will sound.
4. After the last message has been played, your unit will sound 2 BEEPS and will automatically rewind the microcassette tape to the beginning. All old messages will be automatically erased when new messages are recorded unless they have been SAVED (see "Saving incoming messages after play back").

Fast forward, rewind and stop during play back

1. Rewind: Press and hold the PLAY/REWIND button  (8) to rewind. Release the button to resume play back.
2. Fast Forward: Press and hold the MEMO/FAST FORWARD button  (7) to fast forward. Release the button to resume play back.
3. Pause: Press the STOP button  (6) to pause. Press PLAY/REWIND button  (8) again within 8 seconds to continue play back.
Note: If the pause lasts longer than 8 seconds, the unit will automatically save all the messages and reset to receive new messages.

Saving incoming messages after play back

1. On hearing 2 BEEPS after the last message has been played, press and hold STOP button  (6) until 2 BEEPS are heard.
2. All messages will now be saved and the LED indicator (5) will blink.





If you fail to save the messages within 8 seconds after the last message, the unit will automatically rewind to the beginning and the old messages will be erased by new incoming messages. However, if there has been no incoming call during that period, you still can save the old messages.



MEMO recording

The memo function allows the user at the answering machine location to leave a message on the machine for the next user.

To record a MEMO:


1. Press and release the MEMO/FAST FORWARD button  (7). You will hear a BEEP. The LED indicator (5) will light.
2. Start dictating your memo.
3. Press the STOP button  (6) to end the recording. The LED indicator (5) will blink.
4. Press and release the REWIND/PLAY button  (8) to check your memo.
5. Adjust VOLUME CONTROL (13) for comfortable listening level. (unit side)
6. After your memo has been played, your unit will sound 2 BEEPS and will automatically rewind the cassette tape. BE SURE TO SAVE YOUR MEMO: On hearing 2 BEEPS again press and hold the STOP button  (6) until 2 more BEEPS are heard.

* A memo is counted as a message by the Message Counter and will be played along with all ICMs recorded.

* A Memo Recording has no time limit but you should consider recording time left for Incoming Messages.


Call Monitoring

When you are at home, you can use your unit to monitor incoming calls.

1. Set your unit to AUTO-ANSWER mode. ON/OFF button  (9)
2. Set VOLUME CONTROL (13) to the desired level. (unit side)
3. You will hear any caller through the speaker. If you wish to speak with the caller, just pick up your phone.
4. When, after having picked up the phone, the answering machine is still recording, press the STOP-button (6).


Recording a telephone conversation

You can also record an ordinary 2-way telephone conversation with this machine.


1. Press and hold the MEMO/FAST FORWARD button  (7) for 2-3 seconds to record a 2-way telephone conversation. A long BEEP will sound.



Note: Adjust VOLUME CONTROL (13) to the minimum sound level, so the called party cannot hear the long beep sound.

2. Reduce the VOLUME (13) if necessary to eliminate audio feedback.
3. Begin your conversation as soon as the LED-indicator (5) lights.
4. Press the STOP button  (6) to end recording. A BEEP will sound and your machine will rewind the cassette tape.

Note: Be sure to stop recording when you have finished the telephone conversation, otherwise the line will remain (connected) even though the handset is replaced.

5. To play back 2-way conversation recordings, press and release the PLAY/-REWIND button  (8).
6. Adjust VOLUME CONTROL (13) for comfortable listening level.
7. After the recording has played, your unit will sound 2 BEEPS and will automatically rewind the microcassette tape to the beginning.

REMOTE CONTROL

IMPORTANT: Always call from a true touch tone telephone (DTMF) for remote operation of your unit.

To operate your unit by remote control you first have to gain access to your unit by using a Security Code. This unit is factory preset with code 689. However, this security code can be changed to a maximum of 5 digits and a minimum of 1 digit.

To change the security code by remote control

1. Dial your telephone number.
2. Enter security code "689" on hearing your OGM.
3. On hearing a BEEP, press # and "1".
4. On hearing another BEEP, enter your new security code which can be of 1 to 5 digits.
5. Press # . Your unit will emit a BEEP to confirm the new security code.



- * In case you have forgotten your new security code, switch off the supply and switch it on again after 10 seconds. The machine will automatically revert to security code 689.
- * Do not use the same number for both security and CBT code (Call Break Through).

To switch to auto-answer mode by remote control

1. Dial your telephone number.
2. After 12-14 rings, you will hear 4 BEEPS, followed by a single BEEP.
3. Enter the security code.
4. The OGM will play to confirm that the machine is in AUTO-ANSWER mode.

To switch off answer mode by remote control

1. After listening to all ICM's and on hearing 2 BEEPS, press "5".
2. A BEEP will sound to confirm ANSWER OFF mode.

Toll saver

Your unit will answer after 2 rings if you have received messages and on condition that the cassette is back in its starting position (starting position OGM) and 4 rings if there are no messages.

HINT: Hang up after the third ring to save time and phone charges.

Remote message and memo play back

1. Dial your telephone number.
2. Enter the security code on hearing your OGM.
3. On hearing a BEEP, press "1". The microcassette tape will rewind and play any messages.
4. During play back:
 - a Press "7" to fast forward the tape. Press "8" to resume normal play.
 - b Press "9" to rewind the tape. Press "8" to resume normal play.
 - c Press "8" to stop. Press "1" within 8 seconds to replay from the beginning.



5. Hang up your telephone on hearing 2 BEEPS at the end of the last message. Your machine will then automatically reset to receive new messages. Old messages will be erased by new ones unless they are saved.

To save messages after play back

1. Press "4" within 9 seconds after hearing 2 BEEPS at the end of the last message.
2. Hang up the phone.

To erase messages

If, after saving the old messages, you change your mind and want to ERASE them, before hanging up, press "6". The tape will rewind to start, and your old messages will be erased as new messages are recorded.

To change the OGM by remote control

Because your machine features variable length (VOX) on both incoming (ICM) and outgoing (OGM) messages, you must be certain there are no ICM's before you change your OGM.

1. Dial your telephone number.
2. If your machine answers in 2 rings, follow the steps in "Remote message and memo play back" to listen to your ICMs.
3. Call your machine again and it will answer in 4 rings (no ICMs).
4. On hearing your OGM, enter the security code.
5. On hearing a BEEP, press "3".
6. Dictate your new OGM after hearing a single BEEP tone.
7. Press "3" when you have completed your new OGM.
8. Your new OGM will be played automatically for your checking.
9. Hang up the handset if your new OGM is acceptable.



Call Break Through (CBT)

Imagine that it is night, everybody at home is asleep. The telephone has its Ringer at OFF position and the volume control of the answering machine is at minimum. Or, you know someone is at home, but they do not answer when you call (your machine answers). With CALL BREAK THROUGH you can command this machine to emit loud BEEPS for 1 minute to alert them to pick up your call.

To switch on CBT

1. Dial your telephone number.
2. On hearing your OGM, enter the CBT code. This unit is factory preset with Code 168. However, this CBT code can be changed to a maximum of 5 digits and a minimum of 1 digit.
3. The CBT beeper will sound.
4. Press the ASTERISK * to stop the CBT beeper when someone answers your call.
5. The called party can also stop the CBT beeper after having picked up, by pressing the STOP button (6).

To change the CBT code by remote control

1. Dial your telephone number.
2. On hearing your OGM, enter the security code (≠ CBT code).
3. On hearing a BEEP, press # and "2".
4. On hearing another BEEP, enter your new CBT code, which can be of 1 to 5 digits.
5. Press # . Your unit will emit a BEEP to confirm your new CBT code.

* In case you have forgotten your new CBT code, switch off the supply and switch it on again after 10 seconds. The machine will automatically revert to CBT code 168.

* **Do not use the same number for both security and CBT code.**



When the tape is full

1. The LED indicator will keep blinking rapidly.
2. Your unit will answer with 4 BEEPS and a long beep sound after ringing 14 times but will not play the OGM or record any message.
3. After play back of all messages, your unit will automatically reset and stand-by for Incoming Messages.
4. If you want to keep old messages, turn the tape to the next side or replace it with a new tape. Then:
 - Switch off the adaptor 220 V and then switch it on again.
 - Record a new OGM on the tape.
5. The machine can also be reset by remote control in the following steps:
 - On hearing 4 BEEPS after ringing 12-14 times, enter the security code.
 - On hearing a BEEP, press "1".
 - The machine will start play back of all messages.
 - After play back, the machine will reset automatically to receive new messages.

Room monitor

The room monitor allows you to hear the sound near the answering machine, while calling from a remote location.

1. Dial your telephone number.
2. On hearing your OGM, enter the security code.
3. On hearing a BEEP, press "0".
4. The room monitor will stay on for 60 seconds.
5. After 45 seconds, you will hear 2 BEEPS as a warning that your time is nearly over.
6. To continue the room monitor, press "0" again.

Note: The room monitor can be extended several times for a 60-second duration.

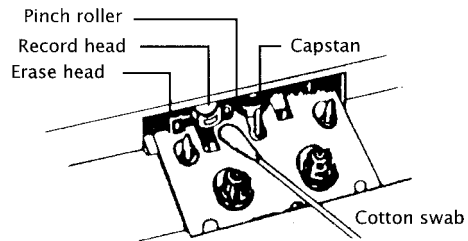


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CLEANING AND SERVICE

1. Unplug the unit before cleaning it.
2. Clean your unit with a damp (never wet) cloth. Never use solvent or detergent.
3. All tape recording equipment requires periodic cleaning. A typical cleaning schedule is once every 3 months. Use tape head cleaner or denatured alcohol on a cotton swab to wipe the 2 tape heads, tape guides, capstan and pressure roller.



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TROUBLE SHOOTING

Before requesting service, please refer to the following chart and check for the problem you meet.

PROBLEM

CAUSE

SOLUTION

No power.

- The AC adaptor is not connected to the answering machine.
Connect the AC-adaptor to the machine.
- The AC adaptor is not connected to the wall outlet.
Connect the AC adaptor to the wall outlet.
- No power at AC outlet.
Connect the AC adaptor to another wall outlet.

No outgoing message (OGM) recorded.

- There is no microcassette in the unit.
Insert a microcassette into the unit.
- Incorrect OGM recorded.
Repeat procedure.
- Message recorded too low.
Record the message again but closer to the microphone.

The unit fails to answer calls.

- ANSWER mode is not set.
Set to ANSWER mode.
- The telephone lines are connected incorrectly.
Recheck that lines are firmly and properly connected.



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Phone line problems.

Call the Belgacom repair service.

The tape is full.

See "When the tape is full" to reset the machine.

The incoming messages (ICM) are not recorded.

The tape is defective.

Use a new tape.

The unit is not set in ANSWER mode.

Check procedure and set ANSWER ON mode.

The unit does not perform any of the functions.

No outgoing message (OGM) is recorded.

Record an outgoing message.

No power.

See "no power" problem.

The AC adaptor was connected to the wall outlet before a micro-cassette was inserted into the unit.

Unplug the AC adaptor and plug it in again.

The incoming message is distorted.

The tape head is dirty.

Clean the tape head.

The microcassette is worn out.

Replace the microcassette.

The volume is set too high.

Reduce the volume.

No sound.

The volume control is set to the minimum position.

Increase the volume.



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Low sound level in ICM or OGM play back even with volume control set at maximum.

The tape head is dirty.

Clean the tape head.

Cannot hear the caller when screening a call or cannot hear the OGM when the unit answers a call.

The volume control is set too low.

Increase volume.

No OGM recorded.

Record an OGM.

Machine takes more rings to answer or more than 14 rings to turn on by remote control.

Extension phones on your phone line weaken the signal to the machine.

Reduce the number of extension phones on your telephone line.

The machine does not respond correctly to the security code.

Wrong security code.

Use the correct code.

The remote telephone does not emit a continuous tone.

Try another remote telephone.