

Belgacom **DDS 4074**



Forum IS16/48/80/160



BELGACOM

User guide

You now have a cordless telephone (model 4074 GB, 4074 CC, 4074 GI or 4074 GH).

To help you become immediately operational, we have prepared an easy-to-use guide.

In easy steps, you will get to know the many functions provided by your telephone, from the simplest, which you will learn immediately, gradually progressing to the most complex, including all the “convenience” functions.

Your **Belgacom DDS 4074** will provide all you want and expect from a telephone.

The availability of some of the functions described may depend on your model of telephone, or on your system version or configuration. If you are in doubt, consult your system supervisor.

Symbols used in the documentation

Actions, events



Press.

Text on blue background.

Description of an action or context.

⇒ Indicates result of action.

Navigation key



The navigator has four keys. The appropriate key will be highlighted.

Display and display keys



Display



Line key and corresponding icon

Line keys



Lift receiver, take line.



Hang up, terminal inactive.

Keypads



Alphanumeric keypad.



Specific key on alphanumeric keypad.

Function and multi-function keys



First function.



Second function.

Other symbols used



Important information.



Comment.



Choice of two keys



Alternative to action sequence.

Choice of operating mode in an action sequence.

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1 Your telephone

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1 Your telephone

Green light indicating:

Incoming call: flashing with call ringing. Going out of radio coverage: fast flashing.

Programmable keys

Your telephone has two keys that can be programmed by the installation technician.

The keys are used to:

- make a direct internal or external call
- access a function

By default:

- ① ② Conference
- ① ② Message service (long press)

Function keys:

The function is obtained by a long press on the key (2 beeps).

- * MF Sending DTMF codes (long press).
- 0 1 Customizing your telephone (long press).
- # R Adjusting your telephone (long press).
- 8 TUV Activating the buzzer while deactivating the ringer, and vice-versa (long press).

Multi-function keys:

The first function is obtained by a quick press (1 beep) and the second function by a long press (2 beeps).

- R-R Transferring a call
Redialling the last number dialled (long press).
- ☰ ☒ Personal directory.
Call by name (long press).
- ◀ During a call: adjusting earphone sound volume.

In standby: locking/unlocking your keypad, 4074 GI backlighting on/off (long press)



Headset socket:
(models 4074 GH and 4074 GI)

Line key

Call keys:



Lifting the receiver.
Switching on (long press).



Hanging up or end of entry.
Switching off (long press).

Navigator:

Display pages can be scrolled, to confirm entries:

Display previous choice.
Erase last character entered.

Validate entry
or initiate a call
by name.



Scroll the
display
pages.

Display next choice in list or send timed break
(depends on context).

Display and corresponding icons:

Comprises 2 lines of 16 characters.
The first line gives general information and
the second shows the icons corresponding
to the function keys:

Call icons:



Incoming call.



Call in progress.



Placing a call on hold.

Radio reception icons:



Limit of coverage zone (flashing).
Poor reception (light on).



Reception OK (light on)

Battery icons:



Battery discharged or defective (flashing).



Battery on charge (flashing).
Battery fully charged (light on).

Option icons:



Ringer on/off.



Key beeps on/off.



Volume (1 to 4).



Going out of coverage beeps on/off.



Buzzer on/off (on 4074 GC
and 4074 GI).



Ringer volume (GAP mode).

1 Your telephone

Principles of utilisation

■ Coverage zone:

The DECT functions provided by your Forum IS16/48/80/160 system basically allow user mobility by managing DECT cordless telephones.

The Forum IS16/48/80/160 system radio coverage is provided by a number of base stations that transmit and receive within a radius of 20 m to 50 m (depending on environment). The zone covered by a base station is called a cell.

■ Mobility:

A user can make or receive calls in any cell.

■ Radio transfer:

Radio transfer allows the user to move around, from one cell to another, during a call. Transition between cells is automatic, with no effect on the call. In some cases, a slight crackle may be audible at the instant of transition.

Conditions of utilisation of your telephone

■ Using a DECT standard telephone:

You are going to use a DECT standard telephone that provides a private call facility between cordless telephones and a cordless PBX or domestic relay units.

■ Conditions of utilisation:

In addition to the actual equipment type approval, the conditions of utilisation must also be observed, notably concerning the radio frequencies used:

- No guarantee is given concerning possible interference affecting DECT equipment, due to other authorised utilisation of the radio frequencies concerned.
- DECT equipment must not be used to provide telephone links between fixed points, as the links are not permanent and the power radiated by the antenna is less than 250 mW.
- DECT systems (cordless PBX with more than two public network lines) must be installed by a technician authorised by the Ministry of Telecommunications, and are considered to be complex installations..
- The conditions under which DECT systems have access to a public telephone network shall be stipulated by contract with the authorised telephone company concerned.

1 Your telephone

Conditions of utilisation of your telephone (continued)



This telephone must only be used with an Belgacom system.



Do not expose your telephone to severe conditions, such as rain, salty spray, dust, etc, which can adversely affect operation.

Your telephone may not operate properly at temperatures below -20°C or above $+55^{\circ}\text{C}$.

Between -5°C and -20°C the display may not be readable but this is only temporary and does not affect the operation of your telephone.

Do not use your telephone close to inflammable gas or liquids.

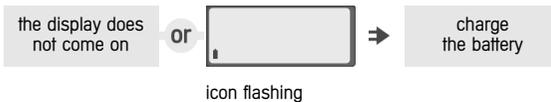
Using your telephone

Charging the telephone on its holder (see page 15).

Switching on your telephone:



Conversely, if:



If the display shows "OUT", you are outside the coverage zone.

Lifting the receiver:



Hanging up:



Switching off your telephone:



Keys with a dual function:

Left-hand function:



Right-hand function:



1 Your telephone

Cleaning your telephone

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



Do not use soap or detergent, which could damage the colours or surfaces of the telephone.

Carrying your telephone

To avoid losing your telephone, get into the habit of clipping it onto your belt.



The casing of telephones 4074 GH and 4074 GI provides protection against impact. Various types of protective case are available. Consult your installation technician.

Locking your telephone keypad

To prevent the keys from being accidentally pressed:



Proceed in the same way to unlock the keypad.



The keypad is unlocked automatically if a call is received and locked again after the call.

Screen backlighting*

Allows the telephone to be using in poor light conditions:



When you stop pressing the keys:



15 seconds

When you press a key again:



Proceed in the same way to deactivate backlighting.



Using this function as little as possible will extend the time between battery charges.

** Backlighting provided for display and keys on telephones 4074 GH and 4074 GI.*

Beeps other than during calls

Coverage beeps:

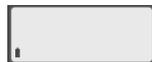
2 beeps



you are going
out of
coverage

Battery charge beeps:

4 beeps



battery needs
charging

icon flashing

Installing the battery in the telephone

Do not use excessive force. Insert the lower part (1) first, and then gently press the upper part (2) to click into position.



Do not force the battery insertion as this can damage your telephone.

2 Accessories

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2 Accessories

Charger/holders

■ Support 4071 DA :

Charger/holder 4071 DA provides a convenient holder for the telephone while also charging the battery. The telephone can be "off" or "on".

The holder comprises:

1. a position for the telephone,
2. an LED indicating the battery charge level,
3. a position for a spare battery,
4. an LED indicating the level of charge of the spare battery,
5. a mains power connection cable.



The fully charged indications given on the telephone display and on the charger can differ by one or two minutes. This has no influence on the battery charge level. If the telephone is placed on the holder 4071 DA without a battery, the battery charge LED indication will not be significant. A wall mounting kit is available for your 4071 DA.

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.

■ Holder 4071 BA and 4071 BC:

Two other models of charger/holder, with no spare battery position and no indicator LEDs (charge level is indicated on the telephone display), are also available as types 4071 BA and 4071 BC.

Charger/holder 4071 BC can be used with telephone 4074 GC to provide a hands free call facility.

Batteries

Your telephone is supplied with a 1200 mAh NiMh or a 600 mAh NiCd battery.

Endurance with NiMh battery:

in standby, inside the coverage zone



55 hours

in continuous conversation



10 hours

Endurance with NiCd battery:

in standby, inside the coverage zone



25 hours

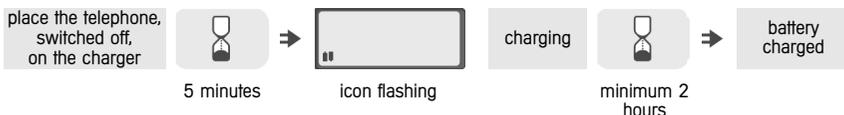
in continuous conversation



4 hours

Batteries (continued)

Initial charge:



If no charge indication is displayed, install the battery alone in the rear housing of the charger for at least two hours (overnight is recommended).



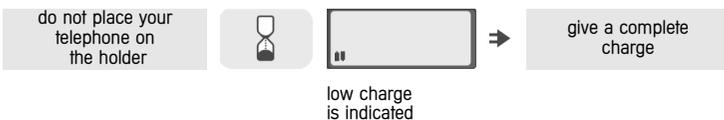
Batteries only become fully efficient after around ten charge/discharge cycles.



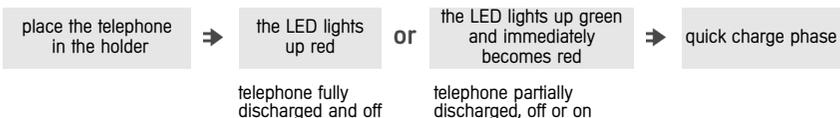
The batteries contain polluting materials and should be finally disposed of through a specialist collection point.

Do not allow the battery to lose its capacity:

Each battery should be fully discharged, and then charged, at least every two months:



Charging your telephone



Do not needlessly remove/replace the telephone on its holder.

2 Accessories

Charging your telephone (continued)

Telephone not used for extended period (more than 8 days):



 If the telephone must be kept out of the charger, the battery should be removed and stored separately or placed in the spare battery housing on the rear of charger 4071 DA.

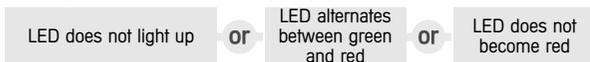
 When telephone 4074 GC is used in hands free mode, its battery is no longer charged. Avoid needlessly long conversations in hands free mode when the telephone battery is not fully charged. After a call in hands free mode, charging the telephone will soon restore the full battery charge.

Charging the spare battery

Install the battery, preferably fully discharged, in its housing:



Battery defective or incorrectly installed:



 The battery may become hot during the charge. This is not a fault. Protection is available against battery overheating, to preserve its nominal working life (only for an enclosed battery pack).

 The batteries contain polluting materials and should be finally disposed of through a specialist collection point.

Using the commercial battery holder

Depending on the model, your telephone package will contain a battery holder, enabling ordinary commercial batteries to be used. Any commercial AA NiCd 1.2 V battery may be used. However, the charge time required will be at least 4 hours.

To install the chargeable cells in the holder, release the retaining strip, insert two AA cells, respecting the polarities shown inside the holder, and install the retaining strip. You can now charge the holder, either installed in the telephone or in the charger spare battery housing.

Using the commercial battery holder (continued)



Do not install different types of cell, or cells with different charge levels, in the holder.

Only batteries recommended by Belgacom should be used. Batteries should only be charged in the chargers supplied by Belgacom. If these instructions are not strictly observed, Belgacom declines all responsibility.

Do not use dry batteries. Overcharging batteries cannot increase the nominal charge level and may seriously damage your telephone or charger.

Carrying cases

Several types of carrying case are available for the DDS 4074 range of telephones. These cases provide effective protection against impact (being dropped), dust and liquids. Carrying cases are strongly recommended in severe environments. For the characteristics of each model, contact your installation technician.



Remove the belt clip from your telephone to facilitate case insertion and removal. To remove the belt clip from telephones 4074 GB, GB Ex and GC, unscrew the clip mounting screw and store the belt clip for future use. On telephones 4074 GH and GI, firstly release the belt clip using the tip of a ball-point pen, while pushing back the top tab behind the clip. Then release the clip by sliding it downwards on the telephone.

3 Using your telephone

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3 Using your telephone

Making a call



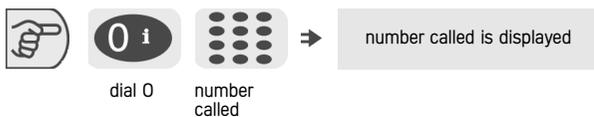
Answering a call:



Terminating a call:

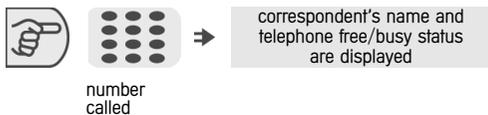


Making an outside call



0 is the default code for an outside line.

Making an internal call



To call the operator, lift the receiver and dial 11 (default number for "Operator call" function).

3 Using your telephone

Calling your correspondent by name (company directory)



correspondent's name and telephone free/busy status are displayed

first letters of your correspondent's name* (at least 2)

When name found is OK:



make the call



exit from mode

If the name found is not OK:

You can refine the search by adding more characters to the search name or by consulting the various proposals:



to read the various proposals



to erase the last letter entered

Calling from your personal directory*



the system automatically dials the number

directory number required (0 to 9)

* Programming the numbers (see page 52).

Calling from the common directory

Your terminal has access to the common directory of short outside numbers:



short number

3 Using your telephone

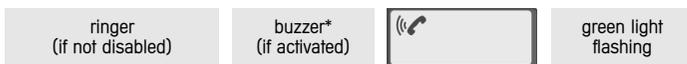
Calling using a programmed key *



* If the function programmed by the installation technician is: "Direct call to internal or outside number"

Receiving a call

When a call is received, you are informed in four ways:



Answering:



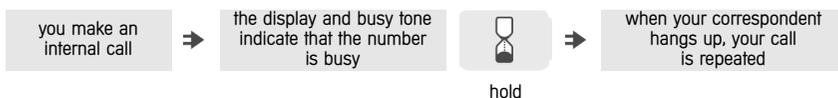
 When you are outside radio coverage or your telephone is switched off, callers receive a line free indication. In this situation, remember to activate call diversion (see page 38) or "Do not disturb" (see page 40).

* On telephones 4074 GC and 4074 GI

Redialling the last number dialled (redial)



Automatically calling back a busy internal number

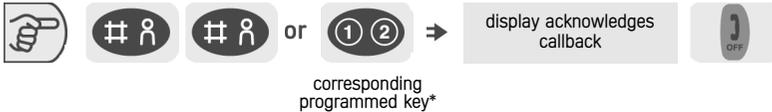


3 Using your telephone

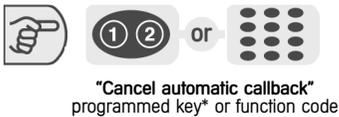
Being automatically called back by a busy internal number



You can be automatically called back immediately when your correspondent hangs up:



Cancelling the automatic callback request:



Receiving calls to the terminal corresponding to your telephone

You can use a mobile telephone corresponding to a fixed terminal.

Receiving calls:

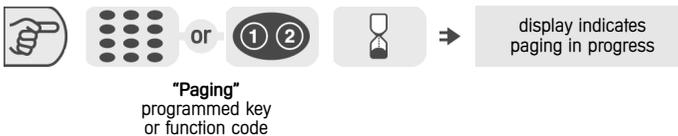


Answering a call:



Calling an internal correspondent on his/her pager

The number called does not answer and you know that the person called has a pager:

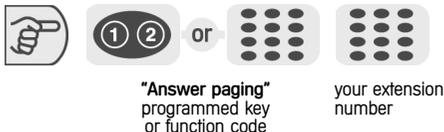


Your correspondent can answer from any telephone in the system.

3 Using your telephone

Answering a call on your pager

While you are moving around the company, your pager rings. You can answer the call on any telephone in the system:



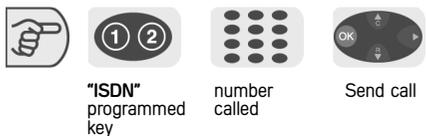
Sending DTMF signals

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):



Proceed in the same way to deactivate the function.

Making an ISDN call



Sending a subaddress:

You may have to add a four-digit subaddress to your correspondent's number (to obtain a fax, PC, telephone, etc.).

When you have dialled the number required:



Hiding your identity

When you make an internal call or an outside ISDN call, your number is automatically given.

Hiding your identity:



"Hide identity"
programmed key

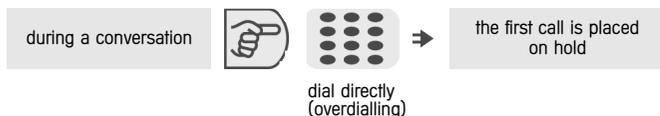
Use the same sequence to cancel the function.

4 Handling several calls

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4 Handling several calls

Making a second call during a conversation



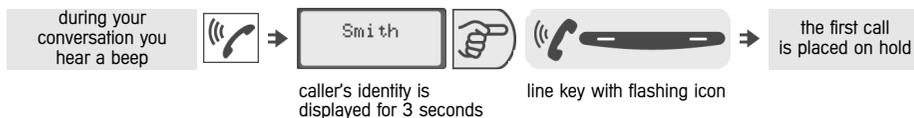
Recovering the first call:



If you make an error, hang up. Your telephone will ring and you recover your first call.

Answering a second call during a conversation

A second correspondent is trying to call you:

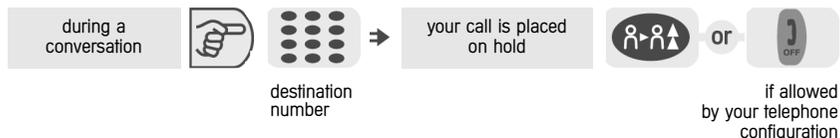


Recovering the first call:



Transferring a call

To transfer your call to another number:



You do not have to wait for the destination number to answer.

 *Transfer between two outside calls is not generally possible (depends on country).*

4 Handling several calls

Switching between calls (Broker call)

While a call is in progress, you have a second call on hold. To switch between the two calls:



the other call is
placed on hold

line key with flashing icon

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

During a conversation, another call is on hold:

For a three-way conference:

Hanging up all calls:



or



"Conference"
key 1
programmed
by default

"Conference"
function code

Canceling the conference and recovering your first call:



or



the second call is placed
on hold

"Conference" key 1
programmed
by default

"Conference"
function code

Leaving your two correspondents in contact at the end of the conference:



or



"Conference" key 1
programmed
by default

"Conference"
function code

Placing a call on hold (hold)

Exclusive hold:

During an internal or outside call, you want to place the call on hold and recover it later on the same extension:



your call is placed
on hold

free line key

4 Handling several calls

Placing a call on hold (hold) (continued)

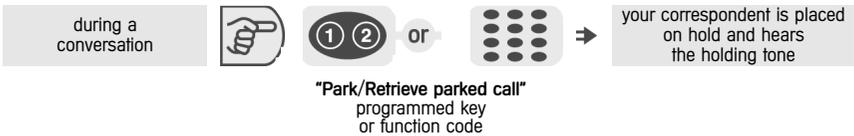
To recover the second call:



line key with flashing icon

Placing an outside call on hold (parking)

You can place an outside call on hold and recover the call on another telephone:



To recover the parked call:



"Park/Retrieve parked call"
programmed key
or function code



extension number
from which call
was parked



If the parked call is not recovered within a preset time (by default 1 minute 30), it is directed to the operator.

Getting information about camped-on calls

Another call is received:



hold icon flashing

4 Handling several calls

Getting information about camped-on calls (continued)

Answering the call immediately:



first call is automatically placed on hold

line key corresponding to call

To recover the first call, press the appropriate line key.

If several calls are received simultaneously, only the last one is shown.

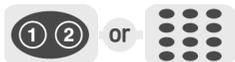
Meaning of beeps heard during a call

During a call, your conversation may be disturbed by beeps:

- Repeated beeps indicate intrusion by another internal extension or the operator.
- If you hear a single beep, another correspondent is trying to call you.

Intrusion into an internal conversation

Your correspondent's line is busy. If the number is not "protected" and if authorised, you can intrude into the call:



"Intrude on a call"
programmed key
or function code

Proceed in the same way to deactivate the intrusion.

Assure protection against intrusion before making a call:



"Protect a call"
programmed key
or function code

number called

Protection is cancelled when you hang up.

Your correspondent will hear repeated beeps, indicating an intrusion.

4 Handling several calls

Diverting calls when your line is busy (divert if busy)



0

i

long
press

4

GHI

2

ABC



destination
number
if required

or



1 2

or



"Divert if busy"
programmed key
or function code

destination
number
if required

⇒

diversion is
acknowledged



or



2 seconds

5 Group operation

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5 Group operation

Answering a general bell

When the operator is absent, outside calls to the operator are indicated by a general bell.

Answering:



"Answer general bell"
programmed key
or function code

Call pick-up

You hear a telephone ringing in an office where no-one can answer. If authorised, you can answer the call on your own telephone.

If the telephone ringing is in your own pick-up group:



"Group call pick up"
programmed key
or function code

If the telephone ringing is not in your pick-up group:



"Terminal call pick-up"
programmed key
or function code

number
ringing

 The system can be configured to prevent call pick-up on certain telephones.

Hunting groups

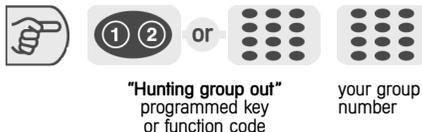
Hunting group call:

Some extensions can be associated to form a group. These extensions can be called by dialling the group number.

 *Belonging to a group does not affect the management of direct calls. A specific telephone within a group can always be called by using its own number.*

Hunting groups (continued)

Temporary exit from your hunting group

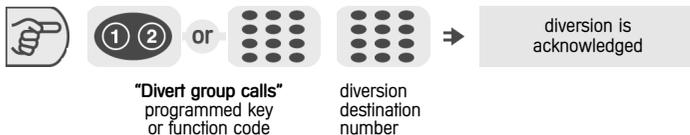


Return into your group:



Diverting group calls

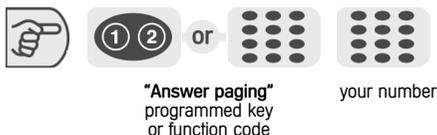
You can divert your own group calls:



To cancel this function, refer to "Cancelling all diversions" (page 40).

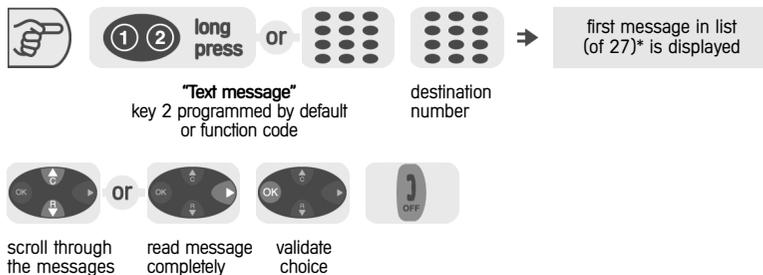
Answering a call on your pager

While you are moving around the company, your pager rings.
You can answer the call on any telephone in the system:



5 Group operation

Sending a written message to an internal correspondent



If selected message has to be completed:



The 27 standard messages are shown below:

- | | |
|----------------------------------|--|
| 1 CALL ME BACK | 15 MEETING ON ___ (*) |
| 2 CALL ME BACK TOMORROW | 16 MEETING ON ___ AT _: _ (*) |
| 3 CALL ME BACK AT _: _ (*) | 17 OUT FOR A WHILE |
| 4 CALL BACK _____ (*) | 18 ABSENT FOR THE REST OF THE DAY |
| 5 CALL THE ATTENDANT | 19 ABSENT, BACK ON ___ AT _: _ (*) |
| 6 CALL THE SECRETARY | 20 ABSENT, BACK ON ___ AT _: _ (*) |
| 7 I WILL CALL BACK AT _: _ (*) | 21 ON VACATION, BACK ON ___ (*) |
| 8 USE PAGING | 22 EXTERNAL MEETING |
| 9 PLEASE FETCH YOUR FAX | 23 EXTERNAL MEETING, BACK ON ___ (*) |
| 10 PLEASE FETCH YOUR MAIL | 24 I AM IN ROOM NR _ (*) |
| 11 PLEASE CANCEL YOUR FORWARDING | 25 IN A MEETING - DO NOT DISTURB |
| 12 VISITORS ARE WAITING | 26 AT LUNCH |
| 13 YOU ARE EXPECTED AT RECEPTION | 27 INDISPOSED |
| 14 MEETING AT _: _ (*) | (*) Messages to be completed using numeric keypad. |

Broadcasting a message

This function enables messages to be broadcast on telephone loudspeakers:



The message is only broadcast on telephones not in use.

6 While you are away - When you return

Selecting calls to be diverted.....	p. 38
Diverting calls to another number (immediate diversion).....	p. 38
Diverting calls to a recorded message.....	p. 38
Diverting calls to your pager.....	p. 39
Forwarding your calls from the receiving terminal ("Follow me").....	p. 39
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Cancelling all diversions.....	p. 40
Do not disturb.....	p. 40
Consulting your voice messages.....	p. 40
Leaving a message for internal callers.....	p. 41
Reading messages left while you were away.....	p. 41

6 While you are away - When you return

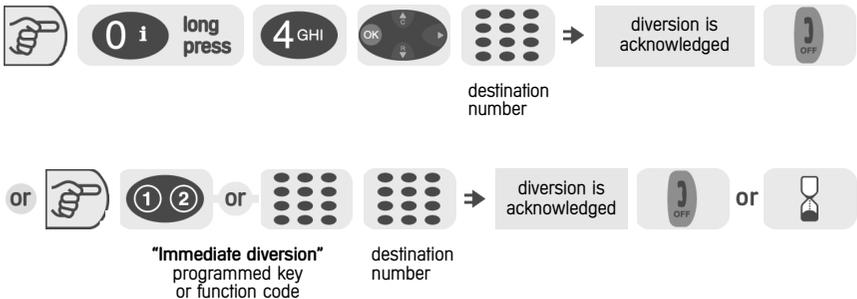
Selecting calls to be diverted

When a diversion is applied, you can select the types of call to be diverted: outside, internal, all.



Diverting calls to another number (immediate diversion)

The number can be your home, portable or car phone, voice message or an internal extension (operator, etc.).

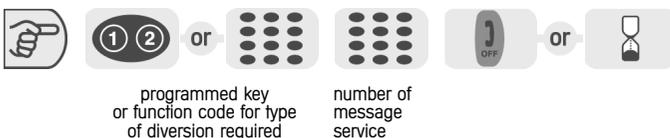


You can make calls, but only the destination number can call you.



General remark concerning diversions: the number to which your calls are diverted can be programmed. However, if the programmed number is not being answered, another diversion number should be entered when the function is activated.

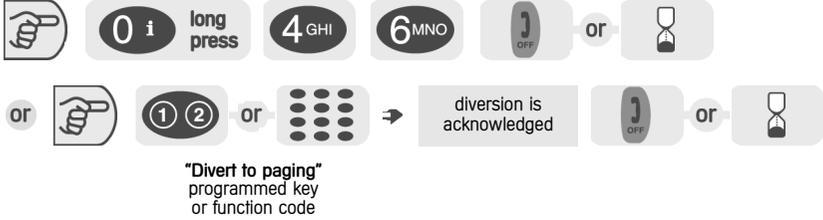
Diverting calls to a recorded message



6 While you are away - When you return

Diverting calls to your pager

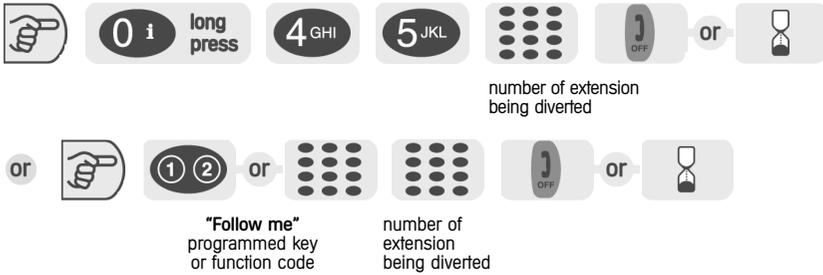
Callers will thus be able to contact you while you are moving around the company:



Answering a call on your pager (see page 35).

Forwarding your calls from the receiving terminal ("Follow me")

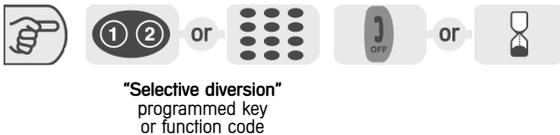
You wish to receive your calls in your present location:
Use the "Follow me" function.



To cancel the diversion, see "Cancelling all diversions" (next page).

Applying a selective diversion

You can selectively divert calls, according to the caller's identity:



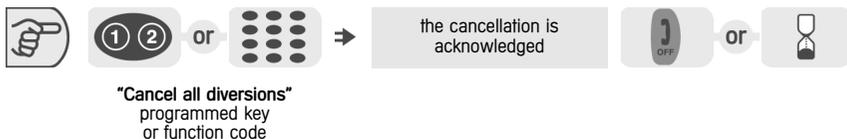
To use this function, the selective diversion lists must be programmed.

6 While you are away - When you return

Cancelling all diversions

To make your telephone available again:

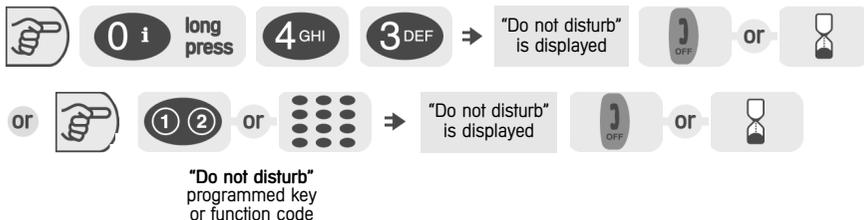
For all calls:



i You can only activate one type of diversion on your extension.
Thus, programming any type of diversion cancels the previous one.

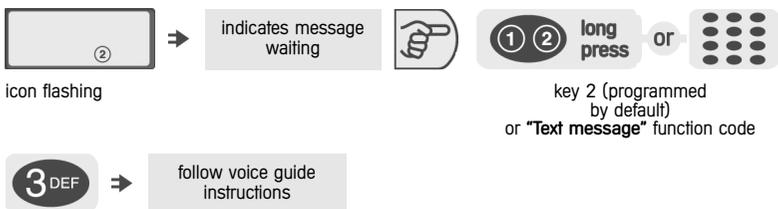
Do not disturb

You can make your telephone unavailable to all calls for a short period:



i To cancel this function, see the section "Cancelling all diversions" above.

Consulting your voice messages

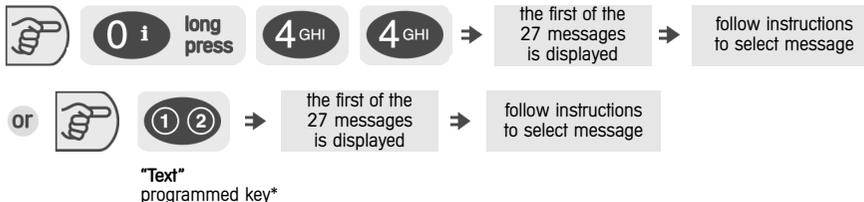


i For further information, refer to the specific voice message booklet.

6 While you are away - When you return

Leaving a recorded message for internal callers

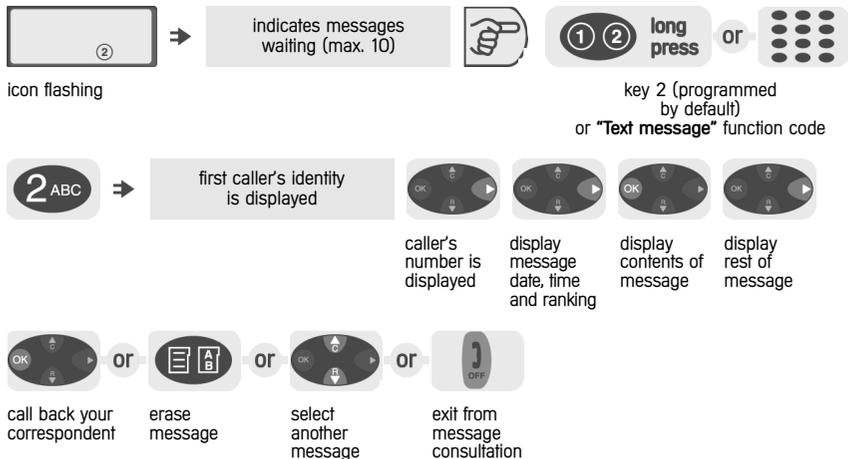
You can leave a message on your telephone that will be displayed on a caller's telephone screen or left in the caller's mailbox:



The message is selected in the same way as for "Sending a written message to an internal correspondent" (see page 36).

* If the function programmed by the installation technician is "Text".

Reading messages left while you were away



*Calling the person back automatically erases the message.

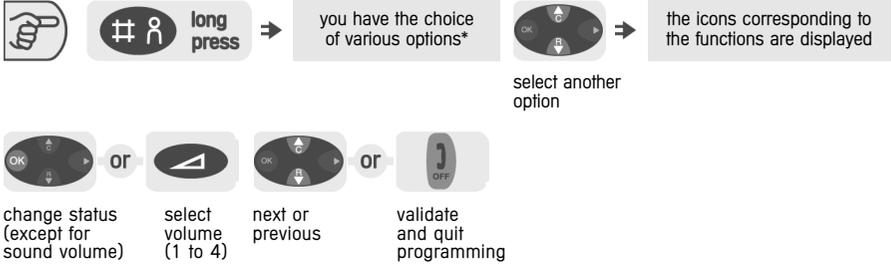
7 Customizing and adjusting your telephone

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Adjusting your ringer.....	p. 45
Selecting your receiver sound volume.....	p. 45
Selecting language.....	p. 45
Changing the value assigned to a key on your telephone.....	p. 46
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Programming an appointment reminder.....	p. 47
Identifying the extension you are on.....	p. 48
Locking your telephone.....	p. 48

7 Customizing and adjusting your telephone

Adjusting your telephone

When your telephone is not in use, you can customize several audio functions:



Backlighting (4074B GH, GI):

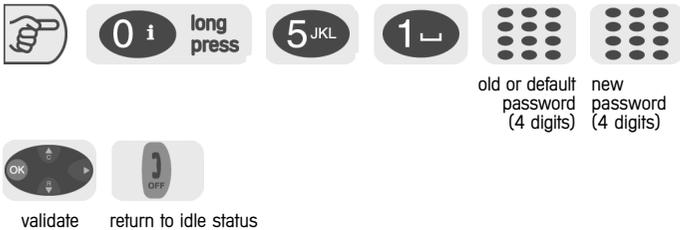


To display the icons corresponding to the functions, see "Option icons", in your telephone description, page 7.

*A function in a list can be selected in two ways:
either by directly entering the function code (1 in the above example)
or by scrolling the various functions proposed, by pressing 
and then pressing to validate the function required *

Programming your personal code

The default password for your telephone is 0000.
You can use your password to lock your telephone (see page 48):



Each digit is represented by an asterisk.

7 Customizing and adjusting your telephone

Adjusting your ringer

You can select your ringer tune (choice of 6) and adjust the volume (7 levels):






the tune number and volume level number are displayed

To play the various ringer tunes proposed:



several presses

Adjusting ringer volume:



several presses

Validate:





Selecting your receiver sound volume

during a call



several presses
(1 to 4)

A beep indicates maximum volume selected.

Selecting language






you have the choice of 4 predefined languages

Selecting the language:


or

or

or

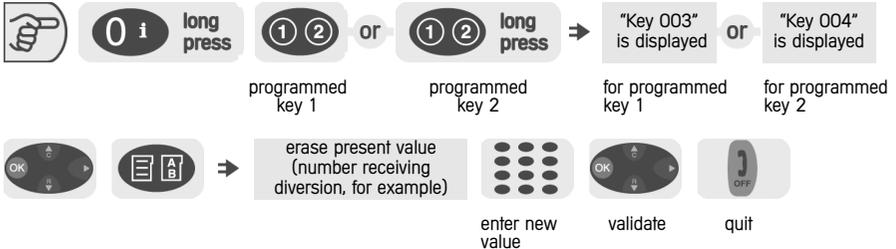

validate

return to idle status

7 Customizing and adjusting your telephone

Changing the value assigned to a key on your telephone

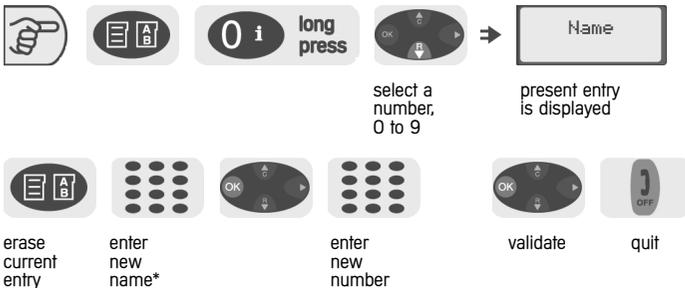
You can change the value assigned to one of the two programmable keys (diversion key, direct call key).



You cannot change the function of the key (this can only be done by the installation technician).

Programming your personal directory

Your personal directory can contain up to 10 numbers, entered using the numeric keypad (0 to 9).



*Enter a name: the keys on the numeric keypad also have letters which can be displayed by consecutive presses.

2^{ABC} one press for "A",
two presses for "B",
three presses for "C".

If this directory number is already programmed, the entry is displayed.

For an outside number, include the outside line prefix.

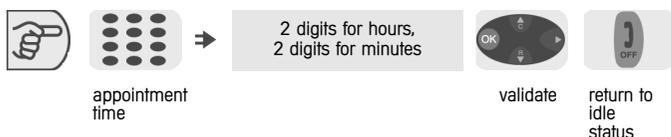
Programming an appointment reminder



Selecting a permanent reminder:

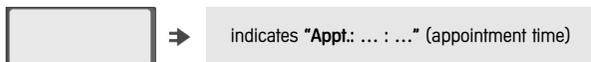


"Permanent appt." reminder every day, at the same time



For a temporary reminder:

"Temporary appt." reminder once, within the following 24 hours



At the programmed time, your telephone rings:



If you are in conversation, the display flashes, a tone is sent and you will hear a beep. After three unanswered calls, a temporary request will be cancelled but a permanent request will remain in memory. If your calls are diverted to another terminal, the diversion is not applied to the reminder call.

To cancel your reminder request:



7 Customizing and adjusting your telephone

Identifying the extension you are on



0 **i** long press

1 **L**



your extension number is displayed



read corresponding name

return to idle status

Locking your telephone

This function prevents outside calls and any programming change on your telephone:



① ② or



1 **L** or

2 **ABC**

"Locking/unlocking" programmed key or function code

password (4 digits) default value 0000

lock

unlock



display indicates telephone locked or unlocked



To define or change your telephone locking password, see "Programming your personal code", page 44.

8 Using your telephone in GAP mode

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Customizing your telephone.....	p. 52
Programming your personal directory.....	p. 52
Using your telephone.....	p. 53
Selecting your telephone system.....	p. 55
"DEFAULT LOCK"	p. 56

8 Using your telephone in GAP mode

Using your telephone in GAP mode

All Belgacom DDS 4074 models compliant with the GAP standard, referred to by the G suffix in this section, can be used in simplified mode on another DECT/GAP system (other PBX or private indoor relay).



This utilisation may involve functional restrictions outside the coverage of our guarantee.

Registering your telephone

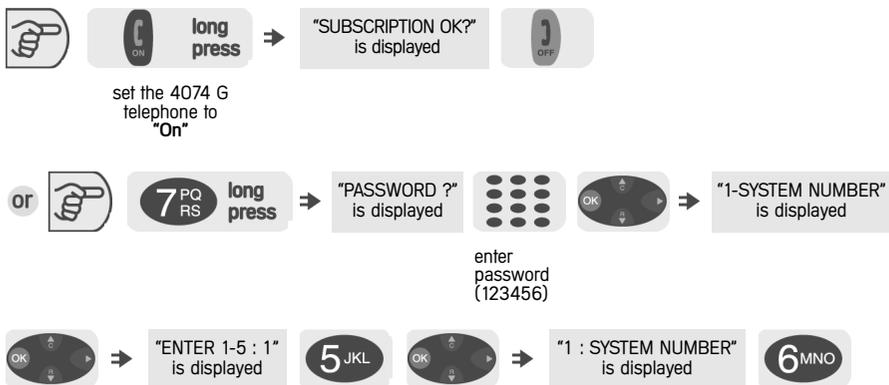
Registration is mandatory before any utilisation and requires a specific procedure on both the radio relay system and on your telephone.

System registration: Depending on whether the application is a PBX or a household system, consult your system manager or the user guide to obtain all necessary information. Give particular attention to the startup procedure and whether registration requires a specific ident. password to be entered from your telephone.

Telephone registration: The Belgacom DDS 4074 G telephone can be programmed to manage up to five different DECT systems (SYS 1 to SYS 5). The first system (SYS 1) will generally be assigned to Forum IS16/48/80/160 and must not be changed. The new data for another GAP system should be entered on one of the free systems (preferably SYS 5).

Activate the registration procedure on a fixed system, for supplementary telephones, then:

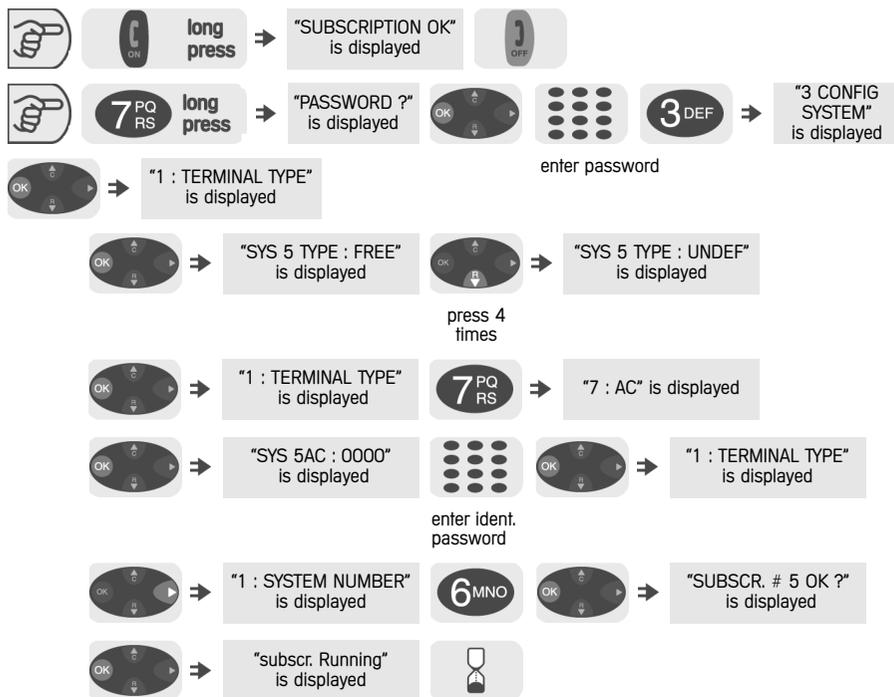
If the system has no password:



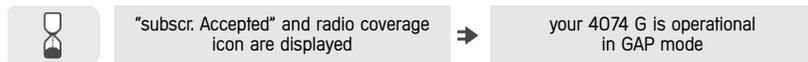
Registering your telephone (continued)



If the system uses a password:



Registration accepted:



max.
2 minutes

Registration rejected:



If registration is again rejected, consult your approved installation technician.

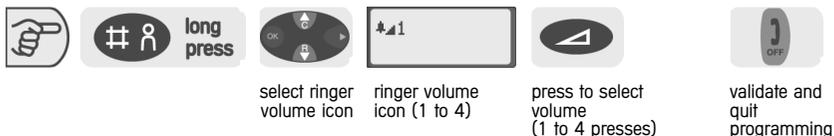
8 Using your telephone in GAP mode

Customizing your telephone

When your telephone is not in use, you can customize some of its audio functions.

To adjust the ringer, beeps when keys are pressed, volume, beeps when going out of radio contact and the buzzer*, refer to "Selecting your receiver sound volume" (page 45).

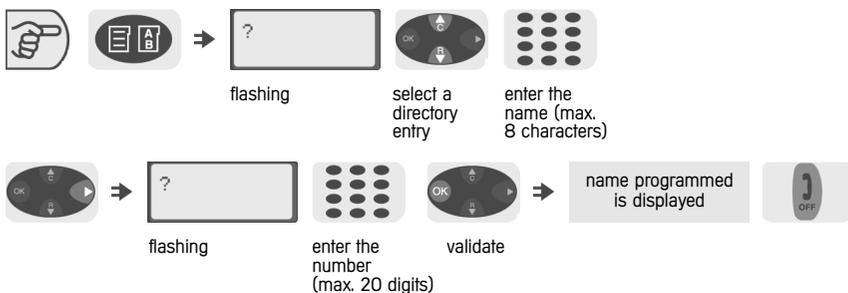
You can also adjust the ringer volume in GAP mode:



* Telephones 4074 GC and 4074 GI.

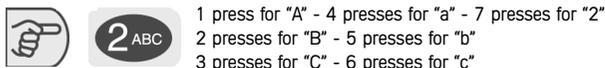
Programming your personal directory

You can create a directory containing up to 12 numbers (1 to 9, 0* and #). The directory is programmed when your telephone is not in use.



Entering the name:

Enter alphabetic characters by giving the appropriate number of presses on the key marked with the character required.



Programming your personal directory (continued)

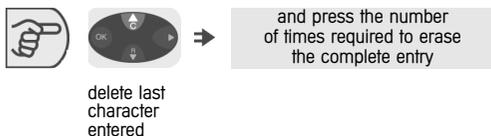
Inserting a break in a number:



Inserting a flashing character:



In the name or number entry:



Using your telephone

Unless otherwise specified, the DDS 4074 G provides the functions described below, in addition to the mandatory functions available on your fixed GAP system.

Automatic transfer between radio cells:

The 4074 allows the user to move around between radio cells without any loss of contact. However, this facility depends on the inherent limitations of the fixed system, notably its ability to manage several radio relays.

Display function:

When a call is made the digits dialled are displayed. When a call is received, the display shows the caller's number, if the fixed system supports this function, otherwise the display remains blank.

Receiving a call:

You are informed of an incoming call in four ways:



* Telephones 4074 GC et 4074 GI

8 Using your telephone in GAP mode

Using your telephone (continued)

Answering:



Lift receiver.

Terminating the conversation:



Hang up.



When you are outside radio coverage or your telephone is switched off, callers hear a line free indication. Activate your call diversion (see page 38) or the "Do not disturb" (see page 40) facility, when in this situation.

Calling with manual dialling:



line icon is displayed

dial number
required

or



line is automatically
obtained

dial number
directly



In the case of an indoor system with calls between extensions, to call an internal extension:



extension
number called

Calling from your personal directory:



first directory entry
is displayed



or



dial this
number

select
another
entry

validate
number
to dial

Redialling the last number dialled (redial):

telephone
not in use



long
press

Using your telephone (continued)

Flashing (Timed break):

Flashing can be necessary to activate other operations, for example when transferring a call to another extension.



Sending DTMF signals:

DTMF signals may be necessary, for example, to access online voice services or to consult an answering machine.



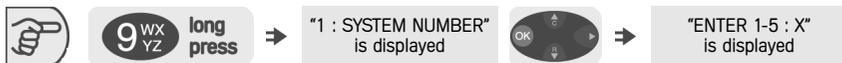
Selecting your telephone system

Programming system entries:

Your DDS 4074 G telephone can be programmed to operate with 5 different DECT systems (Belgacom or GAP). Entry 1 is generally assigned to your main Forum IS16/48/80/160 system. For the assignment of the other entries, it is recommended that the most frequently used systems be assigned to the lower numbers (entries 2 to 5).

Selecting automatic/manual:

If the systems are installed on remote sites (far apart and with no overlap zone), the system is selected automatically, when the telephone is switched on. In the case of fixed systems with overlapping geographical zones, system selection can be modified by the user, as follows:



"X" is a value between 0 and 5, indicating the current system number



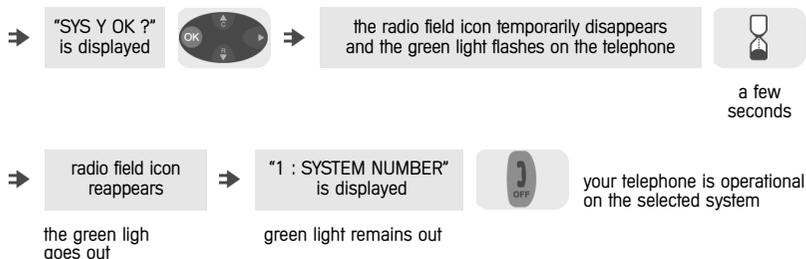
enter the new system number

"Y" is the new value



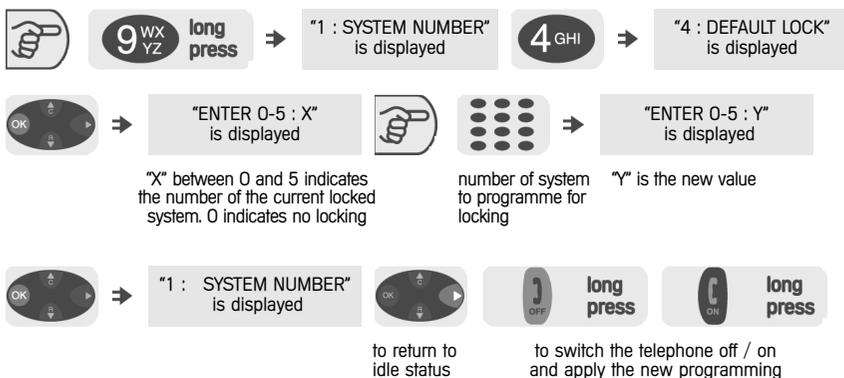
8 Using your telephone in GAP mode

Selecting your telephone system (continued)

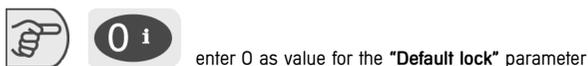


DEFAULT LOCK

This function is only available on some telephone versions. This function locks terminal operation on the programmed system number, and stores the locking in memory (even following a telephone off/on)..



To cancel the lock and restore automatic system selection:



When "Default lock" is selected, all other systems programmed in the telephone are ignored.



If the selected system number is not valid for default lock, the telephone will be unable to contact the radio relay.

■ **PERSONAL CODE:**

This code acts as a password, controlling access to the programming and terminal locking functions by the user (default code: 0000).

■ **CONFERENCE:**

The conference function allows the user, in contact with two correspondents, to set up a three-way conference.

■ **DECT:**

European cordless telephone standard: Digital Enhanced Cordless Telecommunication.

DECT telephone: Belgacom DDS 4074 cordless telephone compliant with the DECT standard.

■ **INTRUSION:**

Function allowing intrusion into a conversation between two correspondents.

■ **GAP (Generic Access Profile):**

Specific operating mode defined in the European DECT standard. The telephone GAP mode is a basic and simplified form of operation compatible with other DECT GAP systems (other PBX or indoor relay).

■ **GAP (Generic Access Profile):**

Specific operating mode defined in the European DECT standard. The telephone GAP mode is a basic and simplified form of operation compatible with other DECT GAP systems (other PBX or indoor relay).

■ **HOLD:**

This function places a call on hold while another operation is carried out, before subsequent recovery of the call on the same terminal.

■ **HUNTING GROUP:**

Several telephones grouped under one directory number. A call to this number is directed to one of the free telephones within the group.

■ **PICK-UP GROUP:**

This function enables you to answer a call ringing on another terminal. Calls can only be picked up within the pick-up group.

■ **ISDN:**

Integrated Services Digital Network.

■ **DTMF:**

During a conversation, DTMF codes are sometimes required. This type of dialling is used when the user wishes to consult a voice server, access an automatic exchange or remotely consult an answering machine.

■ **PARKING:**

This function places an outside call on hold, for subsequent recovery on another "authorised" extension within the system.

■ **COMMON DIRECTORY:**

This directory contains the personal numbers of the user of a terminal.

■ **PERSONAL DIRECTORY:**

This directory contains the personal numbers of the user of a terminal.

■ **SUBADDRESS:**

To contact your correspondent's fax, PC or telephone by ISDN, a four-digit suffix (subaddress) may have to be added to the number.

■ **LINE KEY:**

Key pressed to obtain a line.

■ **CALL TRANSFER:**

Function enabling a call to be transferred to another telephone within the system.

■ **BROKER CALL:**

Function enabling the user to switch back and forth between several simultaneous calls.

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NL 0800 22 500
UK 0800 44 500
Gratis