

8262 DECT Handset 8262Ex DECT Handset

OXO Connect

User Manual

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This document describes the services offered by the 8262/8262Ex DECT Handset connected to an OXO Connect or OXO Connect Evolution system.

Operating conditions

This approved DECT telephone is intended to be used with an ALE International 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.
- Switch off the telephone before changing the battery.
- You must not switch on or use your telephone near gas or inflammable liquids.
- The handset includes magnetic elements that may attract sharp metallic objects.
- There is a danger of explosion if the battery is replaced incorrectly. Use only recommended battery: Alcatel-Lucent 3BN67332AA (Dongguan Deereng New Energy Co. Ltd. RTR001FXX - Li-ion 3.7V 1100mAh 4.1Wh).
- 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.
- The 8262 DECT Handset desktop Dual charger (3BN67346AA), is dedicated for 8262 Dect handsets (3BN67345AA) and needs the following Power Supply Units:
 1. 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)
Friwo FW7713/XX – efficiency level V (rating I/P:AC 100-240V, 150mA; O/P: DC 5V, 1A).
 2. 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)
Friwo FW7712 - efficiency level V (rating I/P:AC 100-240V, 125mA; O/P: DC 5V, 0.9A)
- You can charge the device by connecting it to a USB 2.0 port (type A). Use only the cable provided with the 8262 DECT Handset Desktop Dual Charger (USB 'A' plug).
- The 8262 DECT Handset Rack Charger (3BN67351AA) will use a dedicated PSU: 8262 Dect handset PSU WW for rack charger (3BN67353AA)
- To prevent possible hearing damage, do not listen at high volume levels for long periods.
- With the 8262EX DECT Handset, use only Bluetooth devices marked with the ATEX logo, usable in an ATEX (potentially explosive atmosphere) area.
- Never charge or install the battery in an ATEX (potentially explosive atmosphere) area.

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

Your phone can be configured to display icons or labels for software key. All descriptions in this user documentation refer to the handset in icon display mode. To ensure that your set matches the documentation make sure the phone is configured correctly. Refer to chapter: Handset in icon display mode .



- | | |
|--|---|
| | <ul style="list-style-type: none">• Answer the call.• Long press (feature depending on the system): redial last number or access the redial list.• Switching between two calls (broker call). |
| | <ul style="list-style-type: none">• Switch on (long press).• Switch off (long press).• Switch off ringer.• Hang up. |
| | <ul style="list-style-type: none">• Return to previous menu.• Erase a character.• Delete an entire field. |
| | <ul style="list-style-type: none">• Access menu. |
| | <ul style="list-style-type: none">• Access menu.• Confirm.• Navigate. |

- | | |
|--|--|
| | <p>Your dect handset is marked with the atex logo: you can use it in an atex (potentially explosive atmosphere) area.</p> |
| | <p>In idle or communication mode:</p> <ul style="list-style-type: none">• Short press: access the company directory.• Long press: identify the terminal you are on. |
| | <ul style="list-style-type: none">• In communication mode: activate/deactivate the mute feature. No feature is associated with this key in idle mode. |
| | <p>In idle mode</p> <ul style="list-style-type: none">• Short press: access the ringer and vibrate adjustment feature.• Long press: activate/deactivate vibrate feature (if the option is enable in settings: 'vibrator shortcut'). |
| | <ul style="list-style-type: none">• In communication mode: activate/deactivate the loudspeaker. |
| | <ul style="list-style-type: none">• Access to personal speed dial (long press). |

①	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 yellow flashing: telephonic event such as unread message, missed call, etc. • Rapid yellow flashing: incoming call. • Slow red flashing: out of coverage. • Rapid red flashing: low battery warning. • Slow blue flashing: bluetooth is activated. • Flashing when the phone is plugged into the charger means the same as when the phone is not plugged into the charger.
②		• 3.5 mm jack plug for headset and maintenance (not available for the 8262ex dect handset).
③		• Short press: decrease the volume of the ring tone during an incoming call (8 steps) or decrease the volume of the earpiece or loudspeaker during a conversation (8 steps). • Long press: activate/deactivate the mute feature.
		• Short press: increase the volume of the ring tone during an incoming call (8 steps) or increase the volume of the earpiece or loudspeaker during a conversation (8 steps). • Long press: activate/deactivate the loudspeaker.
		• Lock/unlock the phone.
④		• Pull cord.
⑤		• Usb socket for charging the battery and upgrading the phone (not available for the 8262ex dect handset).
⑥		• Emergency calls (optional).
		• Back to homepage.
		• Programmable keys (f1 and f2 keys).
		• Long press: activate/deactivate meeting mode (ascending ringing).
Back of the set		• Clip to hook your phone on your belt. • Access to the battery compartment.

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 event(s) - callback request, voice mail, text mail, missed call.
	Indicates a pending calendar notification.
	Appointment programmed.
	Call diversion activated.
	Vibrate mode active.
	Ringer active.
	Ringer disabled.
	Radio reception quality - Normal Mode.
	Radio reception quality - 50 mW power.
	Loudspeaker on (in conversation).
	Mute on (in conversation).
	Economy mode activated and used (green).
	Economy mode activated (gray).
	Alarm active icon.
	Bluetooth enabled.
	Bluetooth connected to a device.
	Bluetooth audio active with a connected device.

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 Menu 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.

	Contacts: Manage your personal directory and access the company directory.
	Dialed: Call back the last number dialed.
	Forward: Divert your calls to another number.
	Messages: access the messaging portal. • Consult and send voice and text messages. • Access the call log.
	Call pick-up: Answer a call intended for another telephone.
	Alarms: Access alarm programming.
	Lock: Lock/unlock the set.
	Services: Access the services configuration of the handset (associate, overflow, password, name, number, etc.).
	Settings: Access the general settings of the phone (key sound, economy mode, charger warning, programming of F1 and F2 keys, etc.).
	Calendar: Access the calendar.
	Alarm Set: Alarm settings menu (Password protected).
	Alarm Ack: Access the alarm acknowledgment services.

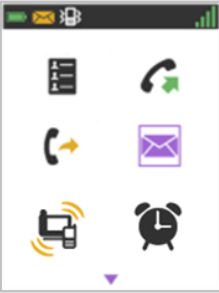
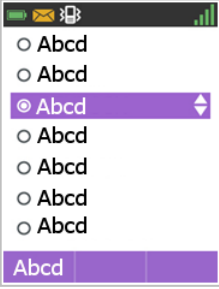
1.4 Call icons

	Making a call.
	Receiving a call.
	Call on hold.
	Accessing the directories.
	Transferring a call.
	Switching to DTMF signals.
	Setting up a conference.
	Forwarding your calls to your voice message service.
	Parking an external communication.
	Record the conversation.
	Manual hold.
	Cancel your enquiry call.

In the event of a multiple call, the icons have symbols (such as numbers) to distinguish between the different callers.

Example: first call is on hold, second call is ongoing.  / .

1.5 Accessing the MENU and navigating

Access the menu.	 Press the 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.		

1.6 Handset in icon display mode

Your phone can be configured to display icons or labels for software key. All descriptions in this user documentation refer to the handset in icon display mode. To ensure that your set matches the documentation make sure the phone is configured correctly.

To activate the icon display mode:

	• Access MENU.
	• <i>Settings</i>
	• <i>Keys</i>
	• <i>Soft key display</i>
	• <i>Icon</i>: display icons. • <i>Text</i>: Display labels.

2 Getting started

In order to have a fully operational 8262 DECT Handset, make sure that you have the following items: the battery, the AC/DC adapter, the power supply and the USB cable.

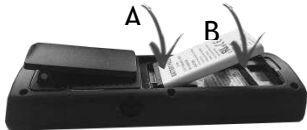
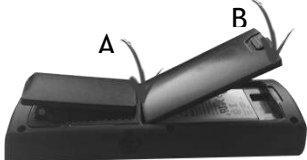
Your phone is IP65 compliant but you must remember to firmly close all covers.

Never charge or install the battery in an ATEX (potentially explosive atmosphere) area.

2.1 Installing the battery in the telephone

2.1.1 Installing the battery in the telephone

1. 8262 DECT Handset

If the cover is in place on the phone: • Unlock the cover. • Lift up the cover.	
	
Position the battery 'connectors' side as shown in the drawing (A). Terminate the installation of the battery in its compartment by pressing as shown in the drawing (B). If necessary lift up the belt clip to easily insert the battery.	
Replace the cover. Make sure that the lock is correctly positioned.	

2. 8262Ex DECT Handset

The battery provided is integrated in the cover and is screwed onto the telephone.

If the battery is not fitted in the phone, place the battery correctly in its compartment. Secure the battery with the built-in screw using the screwdriver provided. Make sure the battery is correctly screwed on.	
--	---

2.1.2 Removing the battery from the telephone

1. 8262 DECT Handset

Unlock the cover.	
Lift up the cover.	
Remove the battery from its compartment. You can turn your set over on your hand to extract the battery from its compartment. Be careful not to drop the battery.	

2. 8262Ex DECT Handset

The battery provided is integrated in the cover and is screwed onto the telephone.

Use the screwdriver provided to unscrew the battery. Remove the battery from its compartment. Be careful not to drop the battery.	
---	---

2.2 Installing the memory card

Never install the memory card in an ATEX (potentially explosive atmosphere) area.

The handset Micro SD card stores handset configuration data.
The Bluetooth settings are not saved on the Micro SD card.

If memory is removed, the handset will keep registration but the phone configuration and storage content will revert to what they were before the memory card was inserted. If the memory card is placed in a new 8262 DECT Handset, the phone will use all user settings and storage content from the memory card but the new phone must still be registered.

You must be in possession of the memory card for your phone.

The supported Micro SD memory cards are:

- Kingston 2, 4, 8 & 16 GB – Class 4 & 10.
- Transcend 2, 4, 8 & 16 GB – Class 4 & 10.

Switch off the handset (long press).	
Remove the battery from the telephone. See chapter: Removing the battery from the telephone.	
Slide in the memory card from under the two small crescents and press it as shown in figure.	
Place the battery on the telephone. See chapter: Installing the battery in the telephone.	
Switch on the handset (long press).	

2.3 Charging your telephone battery

Never charge or install the battery in an ATEX (potentially explosive atmosphere) area.

2.3.1 Charging the battery on a dual charger

The 8262Ex DECT Handset battery is not compatible with the spare charger. Use the '8262Ex DECT spare batteries charger' to charge up to three batteries simultaneously.

The dual charger is provided for charging the handset and for a spare battery when at a desk.



Put your phone on its support. Plug the USB cable into the 5V socket of the desktop charger. Plug the other end of the USB cable into the AC/DC adaptor. Plug the AC/DC adaptor into the mains power supply.

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.

Use a spare battery pack

- Unlock the cover of the spare battery compartment and lift it up.
- Place a spare battery pack in the top back slot, behind the handset, with the charging contacts down.

To remove the spare battery, push down on the button near the compartment.

2.3.2 How to dock your phone with the USB cable (not available for the 8262EX DECT Handset)

Open the USB cover of your phone.



Plug the USB cable into the USB port of your phone. The other end of the USB cable can be plugged into the AC/DC adaptor or into a computer USB port.



2.3.3 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 handset battery charging time is around 3 hours. The charging time is longer if charging through the USB plug from a device other than the AC/DC adapter. The spare battery charging time is 6 hours.

Don't forget to close the USB cover of your phone correctly after unplugging the USB cable.

2.3.4 Autonomy of your telephone

On standby in the radio coverage zone: Up to 160 hours.

In continuous conversation without Bluetooth or noise reduction activated: Up to 20 hours if economy mode is activated, 17 hours if economy mode is not activated.

Switch off the telephone before changing the battery.

2.4 Switching on your telephone

- | | |
|--|---|
| <ul style="list-style-type: none">• 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.

2.5 Switching off your telephone

- | | |
|---|---|
| <ul style="list-style-type: none">• Press the switch on/off key (long press).• Validate your choice: <i>Yes</i>.• Your telephone is switched off. |  |
|---|---|

3 Using your telephone

3.1 Messaging portal

The messaging portal allows you to access and manage features such as the call log, text messaging and voice messages.



When you have received a new event (new voice message, new text message or new missed call) the message icon is displayed in the status bar. The orange LED on your telephone flashes to indicate that you have a new request. You are alerted by a special tone.
The event priority is (high to low): callback request, voice message, text message and missed call.
Select the icon to access the messaging portal directly.

Accessing the messaging portal



- Select the message icon in the status bar from the welcome screen by using the left/right navigation keys. New events are automatically displayed.

OR.



- Access MENU.



- Messages*
Access the messaging portal.

Accessing the features of the messaging portal



- Use the left/right navigation keys to select the desired tab.



- Call log*: access the call log.
Enter your password if required (depending on the system configuration and your preferences).



Consulting missed calls.



Consulting all calls



- Voice Mail*: access the voice mail.
Enter your password if required (depending on the system configuration and your preferences).



- Textmails*: access the text mail.
Enter your password if required (depending on the system configuration and your preferences).



- Use the up-down navigation keys to select an event and press OK to open it.

Unread events are in bold.

Actions available from the messaging portal

The actions you can perform when you access the messaging portal depend on the selected tab and the state of the event (new or acknowledged).

	• Use the up-down navigation keys to select the action and press OK.
	• <i>Read</i>: Read the selected event. • <i>Ack all</i>: Acknowledge all events of the selected tab as read. • <i>Delete all</i>: Delete all events of the selected tab. • <i>Sendmsg</i>: Send a voice or text message. • <i>Call</i>: Call the contact, originator of the event. • <i>Clear</i>: Delete one call log event. • <i>Read+</i>: Display additional information about the call. • <i>PersSpDial</i>: Save the contact on your personal phonebook.

When you consult a new event (call log, instant message or voice message), the event is automatically acknowledged. However, you can choose to acknowledge all events without consulting them.

When consulting an event (call log, instant message or voice message), you can delete the event once you have consulted it. However, you can choose to delete all events in one go.

Enable or disable the authentication

If authentication is enabled, you have to enter your personal password when you consult the call log, voice or text messages, send a new voice message, ack all or delete all new events.

The password information is retained for a few seconds so that if you quit the messaging portal you can access it again after a few seconds without having to re-enter your password. The length of this time-out depends on your system configuration. For more information, contact your installer or administrator.

You can change the setting so that you don't have to enter a password each time you want to access the messaging portal features.

To enable or disable the authentication if authorised by the administrator:

	• Access MENU.
	• <i>Services</i>
	• <i>Useroptions</i>
	• <i>Auth</i>
	• Enable or disable the authentication. Your personal password is required to disable it. • Press or select OK to confirm.

3.2 Making a call

	Dial.
	Send the call.

You are in communication:

	Hang up.
---	--

To make an external call, dial the outside line access code before dialing your contact number.

3.3 Calling from your personal directory

	Access MENU.
	Contacts
	<i>PersSpDial</i> - Validate access to the 'personal directory '.
	Select the name of the person you wish to call.
 or 	Send the call.

Quick access:  (long press).

3.4 Calling your caller by name (company directory)

		Quick access:
	Access MENU.	
	Contacts	
	Directory	
	- Enter the first letters of your contact's surname. - The search runs as soon as you enter a character (predictive search). The matching names are displayed.	
	If necessary, refine the search by entering the first letters of the first name	
	If necessary, refine the search by entering the beginning of the number	
	Select the desired name.	
 or 	Send the call.	

You enter your contact 's name in predictive text mode. In this mode, enter each letter of the name by pressing only once on the key with this letter.

If several names come up, you can refine the search by entering the successive letters (second, third, etc.) of the name you are looking for.

Press 1 when you do not know one of the letters of the name.



For fast access to this function from the home screen page, press the directory key...

3.5 Receiving a call

You are receiving a call.

	Answer the call.
or	
	
	Disabling the ringer: press the hang up key when your telephone rings: it is still possible to answer by pressing the off hook key.
Speak.	
	Hang up.

The ringer does not ring if:

- The vibrate mode is active, the vibrate mode active icon is displayed in the phone notification area.
- The ringer is disabled, the ringer disabled icon is displayed in the phone notification area.

3.6 Redialing

3.6.1 Call back one of the last numbers dialed

	Long press.
OR.	
	Access MENU.
 	<i>Dialed</i>
	Select the number in the list.
	Send the call.

3.7 Requesting automatic callback if internal number is busy

	Call back.
---	--

To cancel the automatic callback request, enter the 'Cancel automatic callback' function code.

3.8 Call log

3.8.1 Access the call log.

	Access MENU.
	<i>Messages</i> Access the messaging portal.
	<i>Call log</i> - Confirm.
	Enter your password if required and apply.
	Consulting all calls. x: Missed calls. <: Incoming calls. >: Outgoing calls.
	Consulting missed calls.

3.8.2 Call back the contact

	Select the contact to call. All information about the call is displayed.
	- Press ok key to open menu. <i>Call</i>

3.8.3 Delete one call log event

	Select the contact to delete. All information about the call is displayed.
	- Press ok key to open menu. <i>Clear</i>

3.8.4 Add a number to your personal directory

	Select the contact to call. All information about the call is displayed.
	- Press ok key to open menu. <i>PersSpDial</i>

3.8.5 Acknowledge all missed calls

	Access MENU.
	<i>Messages</i> Access the messaging portal.
	<i>Call log</i> - Confirm.
	Enter your password if required and apply.
	<i>Ack</i> all

3.8.6 Delete all events from the call log

	• Access MENU.
	• <i>Messages</i> Access the messaging portal.
	• <i>Call log</i> • Confirm.
	• Enter your password if required and apply.
	• <i>Delete all</i>

3.9 Callback requests

	When you receive a callback request, the message icon is displayed on the welcome screen. The orange LED on your telephone flashes to indicate that you have a new request.
	• Display of callback requests.

	• The message icon disappears once all new events have been consulted.
--	--

3.10 Consulting your voice mailbox

	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.
---	---

	• The number of new vocal messages is displayed in the phone notification area.
OR.	
	• Access MENU.
	• <i>Messages</i> Access the messaging portal.
	• <i>Voice Mail</i> • Confirm.
	
	• Enter your password if required and apply.
Display number of new and old messages.	
	• <i>Playnew</i>

To access voice mail functions.

You can move horizontally along the various icons.

						
1	2	3	4	5	6	7
						
						
1	• Listen to the messages.					
2	• Delete the current message.					
3	• Call back the person who left the message.					
4	• Send a copy of a message.					
5	• Pause while listening to message.					
6	• Go back 10 seconds.					
7	• Go forward 10 seconds.					



The message icon disappears once all new events have been consulted.

3.11 Consulting text messages



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.



- The number of new vocal messages is displayed in the phone notification area.

OR.



- Access MENU.



- *Messages*
Access the messaging portal.



- *Textmails*
Confirm.

	
	Enter your password if required and apply.
Read the messages:	
	- Select a message to read. - Confirm.
	<i>Readmsg ?</i> Confirm access to the 'read messages' option.
	From the 'options' menu, you can delete the message, callback the message sender, reply to the message or save the message sender's number in your list of personal contacts.
	The message icon disappears once all new events have been consulted.

3.12 Sending a written message to an internal contact

	Access MENU.
	<i>Messages</i> Access the messaging portal.
	<i>Textmails</i> - Confirm.
	Enter your password if required and apply.
	If you have one or more unread messages, select the following menu: <i>Sendmsg</i> - Confirm.
	- Dial the number. - Confirm.
	- Select the message to be sent. - Apply.

The following 27 predefined messages exist:

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 AT _:_ (*)
6	CALL THE ASSISTANT	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

If selected message has to be completed:



- Confirm access to the message to be completed.



- Complete the message.
- Apply.



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.

3.13 Send a voice message copy

	Access MENU.
	<i>Messages</i> Access the messaging portal.
 	<i>Voicemails</i> - Confirm.
	Enter your password if required and apply.
	Select the message to copy.
	<i>Sendcopy</i>
	- Number or name of the recipient or list. - Confirm.
	- Confirm. - Confirm.
To record a comment:	
	<i>Sendcopy</i>
	- Number or name of the recipient or list. - Confirm.
	<i>Recomment</i> - Confirm.
	- Confirm. - Start recording.
Recording in progress.	
	<i>Stop</i>
	Confirm.

While the message is being recorded, you can select other functions with the navigate-up-down key.

3.14 Sending a recorded message to a number or a distribution list

	Access MENU.
	<i>Messages</i> Access the messaging portal.
	<i>Voicemail</i> - Confirm.
	Enter your password if required and apply.
	<i>Sendmsg</i>
	- No. or name of the recipient or the list (000 - 050). - Apply.
	- Select the message to be sent. - Confirm.
Distribution lists: 000: the message is sent to all voice mailboxes. 001 to 050: the message is sent to a group of voice mailboxes.	
To record the message:	
	<i>Recomment</i> - Confirm.
	- Confirm. - Start recording.
Recording in progress.	
	<i>Stop</i>
	- Confirm. - Send message.

While the message is being recorded, you can select other functions with the navigate-up-down key.

3.15 During a conversation

During a call and without losing the connection, there are several ways to access the options offered by your system, using:

- The list of icons at the top of the screen.
- The list of items at the bottom of the screen.

	1	2	3	4	5	6	7	8	9	10	11	12
	1		Call in progress.									
	2		Slot for second call (Call in progress / Call waiting).									
	3		Contacts.									
	4		Transfer.									
	5		Put through a second call.									
	6		Voice frequency.									
	7		Conference.									
	8		Manual hold.									
	9		Transfer to voicemail.									
	10		Record the conversation.									
	11		Park the call.									
	12		Malicious call identity.									

4 During a conversation

4.1 Make a second call



- You are in conversation with one caller.

Use one of the following to make a second call:

- Dial directly the number for your call.



- Dial the number.



or



- Send the call.



- The first call is on hold.

- Select your contact in your personal or company directory.



- Directory*



- Select your contact in your personal or company directory.



or



- Send the call.



- The first call is on hold.

- You can also initiate another call by using the 'Enquiry call' feature.



- Secondcall ?*



- Use one of the following:
 - Dial a Number*
 - Dialing the number.



- Send the call.



- The first call is on hold.

4.2 Recover the call on hold

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

4.3 Receiving a second call

You are in conversation and a caller is trying to contact you:
A beep is sent and the caller's name is displayed for 3 seconds.

	• Answer the second call.
	• The first call is on hold.

Over 3 seconds, move with the navigate-left-right key to the receiving a second call icon, to see the identity of the second caller (and off-hook if necessary).

4.4 Switching between two calls (Broker call)

During a call, to recover the caller on hold:

	• Recover the call on hold.
You can establish the identity of the waiting call without taking it by using the navigate-left-right key.	
	• Display the caller's identity.
	• Recover the call on hold.

4.5 Transferring a call

During a conversation, to transfer the call to another number:
You are in communication with a first caller:

	• Call the recipient of the transfer.
	• Send the call.
You are in conversation with the destination number:	
	• <i>Transfer</i>

The two callers are connected.

After dialing the number of the recipient, you can use 'Transfer' to transfer the call directly without waiting for the person to answer. The transfer between two external parties and the transfer action by the on-hook key depends on the system configuration.

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

During a conversation, a second call is on hold:

	- Conference - You are in conference mode.
---	--

Cancel conference and return to first caller (If conference is active):

	Conference
---	--

End the conference with all participants.

	➤ The conference has ended.
---	------------------------------------

4.7 Placing an outside call on hold (parking)

You can park an outside caller in order to take the call on another set.
You are holding an external conversation.

	Park
	Number to be called.

Your caller is parked and hears the hold melody.

If you on-hook without entering the number of a call park destination set, the call will be parked on your set.

To recover your parked call:

	Access MENU.
	Pickup
	Parking
	Dial the number of the handset that originated parking.

If the parked call is not recovered within a preset time (by default 1 minute 30), it is directed to the operator.
However, this preset time can be modified by your administrator.

4.8 Activate/deactivate voice frequency

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

	You are in conversation with one caller.
	<i>MFcode</i>
	To activate.
	Sending DTMF signals.
	<i>MFcode</i>
	To deactivate.

5 Keep in touch

5.1 Selecting calls to be forwarded

	• Access MENU.
	• <i>Forward</i>
	• Choose the type of calls to forward (all types of calls, internal or external calls). ◦ <i>Allcalls</i> ◦ <i>Externcalls</i> ◦ <i>Localcalls</i>
	• Confirm.
	• Return to idle.

5.2 Forwarding calls to another number (immediate forward)

The number can be your home, mobile, voice mailbox or an internal extension (operator, etc.).

	• Access MENU.
	• <i>Forward</i> • Confirm access to immediate diversion.
	• <i>Fwdlmm</i>
	• Dial the destination number. • Confirm.

You can continue to make calls while your telephone is diverted.
General remark concerning diversions: you can only activate a single diversion on your telephone.
Programming a new diversion will cancel the previous one.

5.3 Different types of diversions / Example of diversion on busy

5.3.1 Different types of diversions

You can initiate different types of forwarding from the call forward list.

	• Access MENU.	
	• <i>Forward</i>	
	• Select the 'List of diversions' icon.	
	<i>FwdBusy</i>	When you are in conversation, all your calls are diverted to the number you choose.
	<i>FwdDND</i>	Your telephone is momentarily inaccessible to all incoming calls.
	<i>FwdFollow</i>	Your calls follow you when you are at another set.
	<i>FwdtoPag</i>	Your calls are diverted to your portable radio paging receiver.
	<i>FwdTextAns</i>	When a contact tries to call you, the text message you will have selected will be displayed on his or her phone screen.

5.3.2 Example of diversion on busy

	• Access MENU.	
	• <i>Forward</i>	
	• Select the 'List of diversions' icon.	
	• <i>FwdBusy</i>	
	• Dial the destination number. • Confirm.	

5.4 Diverting calls to your voice mailbox

	• Access MENU.
	• <i>Forward</i>
  	• <i>FwdImmVMU</i> • Confirm.

5.5 Cancelling all forwards

	• Access MENU.
	• <i>Forward</i>
 	• <i>FwdCancel.</i> • Confirm.

5.6 Activating/deactivating the personal assistant

As well as leaving a message in the voice mailbox, the personal assistant directs the caller to an internal number, an outside number, a mobile or the switchboard.

	• Access MENU.
	• <i>Services</i>
 	• <i>Persoassist</i>
	• <i>ForwardON</i>: to activate 'personal assistant'. • <i>ForwardOFF</i>: to deactivate 'personal assistant'. • Confirm.

5.7 Personal assistant: reaching you with one number only

	• Access MENU.
	• <i>Services</i>
	• <i>Persoassist</i>
	• <i>Menu</i>

To select the type of forwarding.	
	• <i>Menu</i>
	• <i>InternalNb</i> • Enter the name of a colleague or your assistant or any other name.
	• <i>ExternalNb</i> • Key in an outside number.
	• <i>MobileNb</i> • Key in the number of your mobile.
	• <i>ChoiceON / ChoiceOFF</i> • Activate/deactivate the transfer to the switchboard.
	• Dial the number. • Apply.

6 Programming your telephone

6.1 Initializing your voice mailbox

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

	You can use the Message icon on the welcome screen to initialize your voice mailbox.
OR.	
	Access MENU.
	<i>Messages</i>
	Confirm access to the voice mailbox.
	
	Enter your password and record your name in accordance with the spoken instructions.

Your personal password is used to access the messaging portal and to lock your telephone.

Until your voice mailbox is activated, the default password is defined by the administrator. Please contact your administrator.

A weak personal code with 6 identical digits (000000, 111111, etc.) or a simple sequence of 6 digits (012345, 123456, etc.) will be rejected by the system.

6.2 Customizing your voice greeting

You can replace the greeting message by a personal message.

	Access MENU.
	<i>Services</i>
 	<i>Mbxgreeting</i> - Apply.
	<i>Custom ?</i> - Apply.
	<i>Record</i> - Apply.

While recording the message you can select other functions with the navigate-up-down key.

To go back to the default message.

	• Access MENU.
	• <i>Services</i>
 	• <i>Mbxgreeting</i> • Apply.
 	• <i>Default ?</i>
	• <i>Yes</i> • Confirm default message.

6.3 Change your personal password

Your personal password is used to access the messaging portal and to lock your telephone.

	• Access MENU.
	• <i>Services</i>
 	• <i>Useroptions</i>
 	• <i>Password</i>
	• Enter the old password. • Enter the new password. • Apply.

Until your voice mailbox is activated, the default password is defined by the administrator. Please contact your administrator.
Each digit of the code is symbolized with an asterisk.

A weak personal code with 6 identical digits (000000, 111111, etc.) or a simple sequence of 6 digits (012345, 123456, etc.) will be rejected by the system.

6.4 Adjusting the audio functions

You can select the ring tone for your telephone (6 choices) and adjust its volume (4 levels).

	Access MENU.
	<i>Services</i>
	<i>Phoneset</i>

6.4.1 Choose the tune

	<i>Ext. Melody</i> <i>Int. Melody</i> - Select the ring tone for internal or external incoming calls.
	- Select the melody of your choice. - Apply.

6.4.2 Adjusting the ringer volume

	<i>Ring.level</i>
	- Select the volume of your choice. - Apply.

6.4.3 You can adjust the buzzer/ringer mode according to your needs

	Press on the ringer/vibrate key.
	<i>Off</i>: Ringer and buzzer are deactivated. <i>Ring only</i>: Rings only. <i>Vibrate then ring</i>: The handset vibrates and then rings. <i>Vibrate only</i>: The handset vibrates and doesn't ring. <i>Vibrate and ring</i>: The handset vibrates and rings simultaneously.



This key can be used to switch rapidly from the ringer to the vibrate mode and vice-versa. Long press: Activate/deactivate vibrate feature (if the option is enable in settings: 'Vibrator Shortcut').

6.5 Activating automatic answer on the headset

This mode allows you to answer calls automatically (without doing anything) and to direct the call to the external headset.

	Access MENU.
	<i>Services</i>
	<i>Phoneset</i>
	<i>automatic answer</i>
	- Select active/inactive as you wish. - Apply.

6.6 Adjusting your telephone functions

	Access MENU.
	<i>Settings</i>
	Select the function* you want and use the On/Off softkeys to activate or deactivate the function.
	OR.
	Select the function* you want and press the OK key to enter the function menu to configure the function.
	Return to idle.

*You can activate or disable the following functions:

- *Status* › To show Handset information such as the software version, the battery level, etc.
- *Ascending ringing* › Activate or deactivate the ascending ringtone (Progressive ringing).
- *Coverage warning* › To activate or deactivate Bip emission when your phone is out of DECT area coverage.
- *Charger warning* › To activate or deactivate Bip emission when placing handset on charger.
- *Low bat. warning* › Activate or deactivate Bip emission when low battery level is reached.
- *Key sound* › Activate or deactivate the keypad tone.
- *Confirmat. sound* › When a setting is updated, a confirmation sound is played.
- *Headset mode* › Activate or deactivate the headset mode. When activated only the headset rings (if plugged in).

- **Force calendar ring** › Activate/deactivate an audio signal, regardless of the ringer setting, when you receive an appointment reminder.
- **Economy mode** › 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.
- **Vibrate/Ring** › You can adjust the buzzer/ringer mode according to your needs.
- **Vibrator Shortcut** › Activate or deactivate the vibrate shortcut ().
- **Lock** › To activate or deactivate a timeout to trigger the automatic keylock.
- **Reset settings** › Reset the setting and go back to the default settings.
- **Select System** › To select any administrator-defined DECT network for your handset or auto. select.
- **System settings** › Administrator access to system configuration.
- **Keys** › To access the configuration and programming of handset keys.
 - **2s key repeat** › For people with a disability, increases the repeat-key delay for the dial by name feature.
- **Language** › Choose a language other than system language.
- **Dock settings** › Define how the phone behaves when installed in its charger dock.
- **Bluetooth®** › Access the Bluetooth® feature (enable/disable, search for devices, etc.).
- **Noise reduction** › Activate or deactivate reduction of the ambient noise. Noise reduction is not compatible with Bluetooth devices and is not enabled in handsfree mode.

6.7 Selecting language

	• Access MENU.
	• Services
	• Useroptions
	• Language
	• Select the language of your choice. • Apply.
	• Return to idle.

The initial language selection is made automatically by the system.

6.8 Programming your personal directory

Your personal directory can contain up to 10 numbers.

	• Access MENU.
	• <i>Contacts</i>
	• <i>PersSpDial</i>
	• Select the chosen card.
	• Confirm (long press).
	• Enter the name. • Apply.
	• Enter the number. • Apply.
	• Return to idle.

To key in the name: the keys in the keypad include letters that you can display by pressing them successively.

Example: press '8' twice to display the letter 'U'.

Press and hold the # key to switch from lowercase to uppercase mode, and from uppercase mode to numbering mode.

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

6.9 Modifying a record in the personal directory

	• Access MENU.
	• <i>Contacts</i>
	• <i>PersSpDial</i>
	• Select the record to be modified.
	• Confirm (long press).
	• Modify the name. • Apply.
	• Modify the number. • Apply.
	• Return to idle.

Press the # key to switch from lowercase letters mode to uppercase letters mode, and from uppercase letters mode to numbering mode. Use the browser to position on the character or digit to modify.

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

6.10 Erase a record from the personal directory

	• Access MENU.
	• <i>Contacts</i>
	• <i>PersSpDial</i>
	• Select the record to erase.
	• Confirm (long press).
	• Delete all characters. • Apply.
	• Delete all numbers. • Apply.
	• Return to idle.

6.11 Programming an appointment reminder

	• Access MENU.
	• <i>Alarms</i>
	• <i>TempAppt</i>: temporary appointment: appointment within the next 24 hours. • <i>PermAppt</i>: permanent appointment: daily appointments at the same time.
	• Enter the time of the appointment. • Apply.
	• Return to idle.

At the programmed time, your telephone rings:



Press the 'OK' key to accept the appointment.

To cancel your appointment call-back request:

	• Access MENU.
	• <i>Alarms</i>
	• Select the appointment to cancel.
	• Delete time of appointment.
	• Apply.
	• Return to idle.

6.12 Configure the F1 and F2 keys

A lock, speed dial, alarm acknowledgment or notification event (if authorized) feature can be associated with the F1 and F2 keys. Once configured these features can be accessed by a short or a long press.

6.12.1 Define the feature to associate with the F key.

	Access MENU.
	<i>Settings</i>
	<i>Keys</i>
	Set the kind of feature (call or lock feature) you want to associate with each key and key press (short or long).
	Return to idle.

6.12.2 Set the numbers to be called

	Access MENU.
	<i>Settings</i>
	<i>Keys</i>
	<i>Call Configuration</i>
	For each key and the kind of press (short or long), enter the name and the number of the contact you wish to associate with the F key.
	Return to idle.

6.13 Calendar

You can consult and manage an agenda on your phone.

6.13.1 Modify the agenda format

	Access MENU.
	Access the agenda menu.
	<i>More</i> <i>View week</i>: View of the week. <i>View month</i>: View of the month.

6.13.2 Programming an appointment reminder

	Access MENU.
	Access the agenda menu.
	<i>Add</i>
	- Enter date. <i>Save</i> - Enter the beginning time. <i>Save</i>
	- Choose the duration of the appointment. <i>Select</i>
	- Enter the subject of the appointment (this field can be left empty). <i>Save</i> - Enter the place of the appointment (this field can be left empty). <i>Save</i>
	- Define when the reminder will be activated before the appointment. <i>Select</i>

* When entering a text, a minimum of one character is required. Symbols can be inserted using the symbol software key and characters can be deleted using the back key or the clear software key.



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

6.13.3 View the details of an appointment

	Access MENU.
	Access the agenda menu.
	Select a date (Month view only).
	<i>View</i> (Month view only). - View the agenda for the selected date (Month view only).
	Select the appointment of the day (in month view) or the appointment of the week (in week view).
	<i>View</i>

A scheduled date is framed and has a checkmark.

6.13.4 Modify an appointment reminder

	Access MENU.
	Access the agenda menu.
	Select a date (Month view only).
	<i>View</i> (Month view only). - View the agenda for the selected date (Month view only).
	Select the appointment of the day (in month view) or the appointment of the week (in week view).
	<i>More</i> <i>Edit</i>
Change the appointment by filling in the fields as described in the creation of appointments.	

6.13.5 Copying an appointment reminder

	Access MENU.
	Access the agenda menu.
	Select a date (Month view only).
	<i>View</i> (Month view only). - View the agenda for the selected date (Month view only).
	Select the appointment of the day (in month view) or the appointment of the week (in week view).
	<i>View</i> <i>More</i> <i>Copy</i>
Change the appointment by filling in the fields as described in the creation of appointments.	

6.13.6 Delete an appointment reminder

	Access MENU.
	Access the agenda menu.
	Select a date (Month view only).
	<i>View</i> (Month view only). - View the agenda for the selected date (Month view only).
	Select the appointment of the day (in month view) or the appointment of the week (in week view).
	<i>View</i> <i>More</i> <i>Delete</i>

6.14 Locking your telephone

6.14.1 Locking features on your terminal

This service enables you to prohibit outside calls and any programming changes on your telephone:

	• Access MENU.
	• <i>Lock</i>
	• Personal code (Please refer to the administrator for your password).
	• Apply.

Unlocking features on your terminal:

	• Access MENU.
	• <i>Lock</i>
	• Apply.
	• Personal code (Please refer to the administrator for your password).
	• Apply.

6.14.2 Locking your terminal (key lock)

This service enables you to prevent unrequested key pressing.

	• Press the lock key of your phone (long press).
	• Lock your phone.

6.14.3 Unlock your terminal

	• Press the lock key of your phone (long press).
	• Unlock your phone.

6.15 Configuring Bluetooth

With the 8262EX DECT Handset, use only Bluetooth devices marked with the ATEX logo, usable in an ATEX (potentially explosive atmosphere) area.

Noise reduction is not compatible with Bluetooth devices.

6.15.1 Enable/Disable Bluetooth

	Access MENU.
	<i>Settings</i>
	<i>Bluetooth</i>
	<i>Enable Bluetooth?</i>
	<i>Yes / No</i>

When enabled, the unconnected Bluetooth icon is displayed () and the Led flashes blue slowly.

6.15.2 Pairing Bluetooth devices

This feature is used to detect Bluetooth devices and to pair them.

	Access MENU.
	<i>Bluetooth</i>
	<i>Search for devices</i>
	Once the device is listed and named, you can launch the pairing on the device.
	<i>Pair</i>
	Once paired, the message 'Bluetooth connection established' is displayed on the screen and the Bluetooth connected icon is displayed.

To manage the pairing, the Bluetooth® device must be in detectable mode. Refer to your Bluetooth® device documentation to find out how to activate detectable mode.

6.15.3 Managing paired devices

This option allows you to list and to manage devices paired to the phone (up to 4 compatible devices).

	• Access MENU.
	• <i>Settings</i>
	• <i>Bluetooth</i>
	• <i>Paired devices</i>
	The paired devices are displayed on the screen. The dotted device is the connected device. When selecting devices, you can connect/disconnect or change name, delete, delete all and see info details via the more menu.

6.16 Configure Dock settings

You can define how your phone behaves when it is intalled in the charger dock.

	• Access MENU.
	• <i>Settings</i>
	• <i>Dock settings.</i>
	• Select from: ○ <i>In Dock</i> • <i>Power on in dock</i>: if set to yes, the handset will switch on when installed on the charger (if phone is switched off). • <i>Display lighting</i>: if set to Off, screen remains off whatever the event (incoming call, message, voice mail, reboot). • <i>Silent charging</i>: if activated, the handset does not ring, beep or vibrate under any circumstances. ○ <i>On Pick-up</i> • <i>Backlight on pickup</i>: if set to yes, backlight of the display will switch on when handset picked up from the charger. • <i>Off hook on pickup</i>: <i>Not available</i>.
	• <i>On / Off</i>
	• Return to idle.

7 Sharing

7.1 Answering the general bell

When the operator is absent, incoming external calls are diverted to a general bell. You can answer these calls:

	• Access MENU.
	• <i>Pickup</i>
	• <i>AnsGenBell</i>
	• Confirm.

7.2 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.

	• Access MENU.
	• <i>Pickup</i>
	• <i>Pick-upInd</i>
	• Enter number of ringing telephone.
	• Apply.

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

	• <i>Pick-upGrp</i>
---	---

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

7.3 Hunting groups

7.3.1 Hunting group call:

Some phone sets can be associated to form a group. You can contact any one of them 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.

7.3.2 Temporary exit from your hunting group:

	• Code of the 'Group exit' function.
	• Enter your group number.
	• Confirm.

7.3.3 Return into your group:

	• Code of the 'Return to group' function.
	• Enter your group number.
	• Confirm.

Display of exit acceptance.

7.4 Diverting hunting group calls

You can divert your own group calls:

	• Code of the 'Group call diversion' function.
	• Number of diversion telephone.
	• Diversion acknowledgement is displayed.

To cancel this function, refer to chapter 'cancelling all diversions'.

8 Registering the telephone

8.1 Registering the telephone on a system for the first time

For the mobile telephone to function, it must be registered on at least one ALE International PBX. Your telephone has not been registered on any system if, when first switched on, the display indicates the following message:Auto install?

	• Access MENU.
	• <i>Settings</i>
	• <i>System settings</i>
	• Enter the PIN Code (The default is 0000). • Apply.
Registration can begin	
	• <i>Register</i>
	• Select a system (It is recommended that the first empty system is selected).
	• Enter PARK code (enter nothing if not mandatory). • Press the 'OK' key to confirm.
	• Enter access code (enter nothing if not mandatory). • Press the 'OK' key to confirm.
	• 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.).
	• <i>Enhanced Security</i> • <i>Yes / No</i> 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 radio reception quality icon is displayed and the telephone is ready to be used.
- If registration has not been successful, launch the process again.

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

8.2 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 ALE International system. You can select the other inputs to register the telephone under another system (ALE International or other system).

8.2.1 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.
	<i>Settings</i>
	<i>System settings</i>
	- Enter the PIN Code. - Apply.
	<i>Register</i>
	Select a system.
	- Enter PARK code (enter nothing if not mandatory). - Press the 'OK' key to confirm.
	- Enter access code (enter nothing if not mandatory). - Press the 'OK' key to confirm.
	Select Power mode.
	<i>Enhanced Security</i> <i>Yes / No</i>
Call from encrypted system to un-encrypted system is accepted (yes) or rejected (no).	
Launch subscription.	

- 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

8.2.2 Selecting your DECT system

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

	• Access MENU.
	• <i>Settings</i>
	• Select System.
	• <i>Select network</i>
	• 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 (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.

9 Live signal and notification management

9.1 Introduction

Your handset offers services such as live calls, emergency calls, event keys or status calls and man down, shock, no movement or pull cord alarms. These services must be activated and configured by your administrator. Please contact your administrator before using these services.

Only emergency and event calls can be initiated by the user. Live signals, status calls, smart Beacon, man down, shock, no movement, and pull cord alarms are transparent to the user as these events are automatically made by the handset.

- **Live signals:**
Live signals are calls that are made automatically (every 90 seconds by default) by the handset to the notification server. The information sent to the notification server allows the server to confirm that the handset is under coverage and is working.
- **Emergency calls or notification calls:**
Emergency calls are initiated by the user of the handset. They are used to notify the server of emergencies such as injuries or material damage when specific keys are pressed.
- **Man down, shock, no movement, pull cord alarms:**
Abnormal situations are automatically detected by the handset and an alarm is sent to the server.
- **Key event calls:**
Key event calls are also initiated by users when pressing particular keys on the numeric keypad. These are designed to notify the server that certain tasks have been completed, for example, 'room is ready' in the case of a hotel application.
- **Status calls:**
Status calls are automatically established by the handset each time the handset is plugged into or removed from the charger and each time the handset is switched on and off.
- **Smart Beacon:**
The handset is able to send a signal to the server when the user enters in a Beacon area.

9.2 Emergency calls

These calls are designed to send alarm signals easily in emergency situations. Typically, emergency situations involve injuries or material damage and have highest priority among all other alarm events and calls.

Notification calls are not possible if the handset is locked (emergency calls).

Notification calls are made by pressing the following keys:

	Press the function key (twice or press and hold) to activate the emergency notification call.
OR	
	Long press the OK key to activate the emergency notification call (depends on configuration).

The handset is communicating with the alarm server. The message that appears on the handset display will depend on your system configuration.

The normal call processing message is displayed on the screen and, depending on the configuration, the user may receive an acknowledgement or in conference message.

The notification calls are priority calls and can be performed in any handset status. Handset statuses are: idle, conversation, dialling, calling, configuration, put in charger, removed from charger. Any active call will be terminated as soon as a notification call is initiated. Notification calls will also interrupt any calls such as live, key event or status calls.

During the notification process, all user actions are ignored until communication is established with the alarm server. Then either the user or the alarm server can terminate the call and the handset will return to idle state and will be available to process any subsequent user calls.

9.3 Key event calls

This feature allows you to send an information message to the notification server by pressing particular keys on the numeric pad. This Key event call can only be performed when the handset is in idle state. A typical application of this feature could be to press a specific key when a room is ready in the case of a hotel application. Each long press on a different key will send a different message to the server.

	1, 2, 3, 4, 5, 6, 7, 8, 9, 0 (long press).
--	--

After activating the key event process, the user should wait until communication is established with the alarm server before pressing any key, to ensure it is functioning correctly. Then either the user or the alarm server can terminate the call and the handset will return to idle state and will be available to process any subsequent user calls.

If configured in the key setting options, F1 and F2 keys can be used as key events. The use of these keys is equivalent to:

F keys	Equivalent keys
F1 short press	1
F1 long press	2
F2 short press	3
F2 long press	4

9.4 Embedded alarms: man down, shock, no movement, pull cord alarms

A sensor is integrated in your handset. Depending of the configuration, an alarm is triggered in the following situations:

- Man Down: the handset detects a loss of user verticality, such as by falling to the ground due to an injury, and triggers an alarm to the server.
- No movement: following a user accident or injury, the Handset detects a period of inactivity of the user and triggers an alarm to the server.
- Shock: the handset detects any abnormal shock and triggers an alarm to the server.
- Pull-cord: the handset triggers an alarm (with or without a location audio signal) when the handset is snatched out of the user hands.

9.5 Calls

While the phone is making such a call, the standard call processing message appears on the display and you are unable to receive or set up any other calls.

Notification calls have the highest priority over any other calls. In the event of a notification call, any other call will be interrupted. All keys will be locked during the notification process in order to avoid the activation of call back, consultation call, etc.

9.6 Alarm acknowledgment

After an alarm is triggered, the alarm server can set a location audio signal on the phone. This signal is designed to help rescue teams to locate the phone and its user.

The phone sends a location audio signal.

	• Access MENU.
	• <i>Alarm ack</i>
	• If configured. Enter device PIN code (The default is 0000).
	• <i>Send acknowlegd.</i>
	The location audio signal ends up.

If the on-screen acknowledgment is configured you can directly acknowledge by pressing on the acknowledgment softkey when the 'Send Acknowledge' pop-up is displayed.

10 Accessories

10.1 Phone package



In order to have a fully operational 8262 DECT Handset, make sure that you have the following items: the battery, the AC/DC adapter, the power supply and the USB cable.

Your phone is equipped with a belt clip on the back.

10.2 Dual chargers and power supply

Your phone charger is supplied with the following equipment:



An AC/DC adapter made of a body and a separate plug head that clips onto the AC/DC adaptor body.

The charger is provided separately.



A USB cable (provided with the charger).



A desk support for docking your phone and a spare battery.

10.2.1 How to dock your phone on the desk support

The 8262Ex DECT Handset battery is not compatible with the spare charger.

The dual charger is provided for charging the handset and for a spare battery when at a desk.



Put your phone on its support. Plug the USB cable into the 5V socket of the desktop charger. Plug the other end of the USB cable into the AC/DC adaptor. Plug the AC/DC adaptor into the mains power supply.

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.

10.2.2 Use a spare battery pack

- Unlock the cover of the spare battery compartment and lift it up.
- Place a spare battery pack in the top back slot, behind the handset, with the charging contacts down.
- To remove the spare battery, push down on the button near the compartment.

10.2.3 How to dock your phone with the USB cable (not available for the 8262EX DECT Handset)



Plug the USB cable into the USB port of your phone. The other end of the USB cable can be plugged into the AC/DC adaptor or into a computer USB port.

10.3 8262Ex DECT spare batteries charger

This charger is sold separately.

With the 8262Ex DECT handset, you can use a spare batteries charger to charge up to three batteries simultaneously.



Charging battery(ies):

- Put the batteries into the charger as shown in the picture.
- Push the slider to maintain the battery in its compartment.
- Connect the power supply. Only use the provided power supply.

The battery is fully charged:

- Push the slider backwards to remove the battery of the charger.

Battery charging time: 6 Hours.

LED description

- Red steady: The associated battery being charged.
- Green steady: The associated battery is fully charged.
- LED off: No battery connected.

10.4 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.

10.5 Pull cord



A pull cord, adjustable length from 60 to 80 cm, can be fixed to the handset. Remove the protected cover (side of the phone). Fix the pull cord in the compartment by pressing strongly.

The pull cord can be used to trigger an alarm by a single wide movement of the handset that will disengage the cord from the handset, thanks to a sensor.

10.6 Presentation of the battery pack

10.6.1 Autonomy of your phone, without Bluetooth and noise reduction activated

On standby in the radio coverage zone.	Up to 160 hours.
In continuous conversation.	Up to 20 hours if economy mode is activated, 17 hours if economy mode is not activated.

10.6.2 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.

10.6.3 Battery charge level

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

10.7 Headsets (not available for the 8262EX DECT Handset)

The side of the 8062 DECT Handset features a 3.5 mm jack connector for the headset, the headphone or the external microphone.

The 8262Ex and 8262 DECT handsets are compatible with Bluetooth. You can connect a Bluetooth device as a headset.

Contact your retailer for information on the various headsets or headphone models available.

With the 8262EX DECT Handset, use only Bluetooth® devices marked with the ATEX logo, usable in an ATEX (potentially explosive atmosphere) area.

10.8 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.

10.9 Transporting and protecting your telephone

To avoid losing your telephone, get into the habit of clipping it onto your belt. Your telephone can also be carried in a protective case.

Various models of carrying case are available. Ask your installation technician for information. It is vital to use the special protective carrying case if your telephone is to be used in an industrial environment (presence of dust, filings, vapours of diverse origins and risk of being dropped). If the telephone is used with a carrying case, the belt clip must be removed.

11 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 offers also Bluetooth® Interface: frequency range 2402-2480 MHz, Radiated Power 1.72 mW.

EUROPE

This equipment is in compliance with the essential requirements of Radio Equipment Directive (RED) 2014/53/EU and with Directive 2011/65/UE (ROHS).

The Declaration of Conformity may be obtained from:

ALE International 32 avenue Kléber – 92700 Colombes, France

ebg_global_supportcenter@al-enterprise.com

USA and Canada

Handset: This device complies with Part 15 of the FCC Rules and with RSS of Industry Canada (FCC ID: T7HCT8162 IC: 4979B-CT8162). 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-B 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. The SAR value measured is equal to 0.089 W/kg (the globally accepted maximum limit being 1.6 W/kg).

User Instructions

Only use the handset in temperatures between -10°C to +55°C (14°F to 131°F). Only charge the battery at temperatures between +5 °C and +40 °C (41 °F and 104 °F).

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.

Privacy

Privacy of communications may not be ensured when using the Bluetooth® handset or any additional Bluetooth® device.



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>.



ATEX (EU & EFTA)
Mining: M2 Ex ib Mb
Gas: II 2G Ex ib IIC T4 Gb
Dust: II 2D Ex ib IIIC T135°C Db IP65
Operating Temperature: -10°C ≤ +50°C

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- Answer the call.
- Long press (feature depending on the system): redial last number or access the redial list.
- Switching between two calls (broker call).
- Switch on (long press).
- Switch off (long press).
- Switch off ringer.
- Hang up.
- Return to previous menu.
- Erase a character.
- Delete an entire field.
- Access menu.

- Access menu.
- Confirm.
- Navigate.
- Access to personal speed dial (down navigation key).

Your dect handset is marked with the atex logo: you can use it in an atex (potentially explosive atmosphere) area.

- In idle or communication mode: access the company directory.
- In communication mode: activate/deactivate the mute feature. No feature is associated with this key in idle mode.

In idle mode

- Short press: access the ringer and vibrate adjustment feature.
- Long press: activate/deactivate vibrate feature (if the option is enable in settings: vibrator shortcut).

- In communication mode: activate/deactivate the loudspeaker.

- Access the dtmf feature during a conversation (long press)
 - 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 yellow flashing: telephonic event such as unread message, missed call, etc.
 - Rapid yellow flashing: incoming call.
 - Slow red flashing: out of coverage.
 - Rapid red flashing: low battery warning.
 - Slow blue flashing: bluetooth is activated.
 - Flashing when the phone is plugged into the charger means the same as when the phone is not plugged into the charger.

- 3.5 mm jack plug for headset and maintenance (not available for the 8262ex dect handset).
- Short press: decrease the volume of the ring tone during an incoming call (8 steps) or decrease the volume of the earpiece or loudspeaker during a conversation (8 steps).
- Long press: activate/deactivate the mute feature.
- Short press: increase the volume of the ring tone during an incoming call (8 steps) or increase the volume of the earpiece or loudspeaker during a conversation (8 steps).
- Long press: activate/deactivate the loudspeaker.
- Lock/unlock the phone
- Pull cord.
- Usb socket for charging the battery and upgrading the phone (not available for the 8262ex dect handset).
- Emergency calls (optional).
- Back to homepage.
- Programmable keys (f1 and f2 keys).
- Long press: activate/deactivate meeting mode (ascending ringing).
- Clip to hook your phone on your belt.
- Access to the battery compartment

Charging your telephone battery

Never charge or install the battery in an ATEX (potentially explosive atmosphere) area.

How to dock your phone on the desk support

Put your phone on its support. Plug the USB cable into the 5V socket of the desktop charger. Plug the other end of the USB cable into the AC/DC adaptor. Plug the AC/DC adaptor into the mains power supply.

If you are using a dual charger, put your phone in the upper slot.

How to dock your phone with the USB cable (not available for the 8262EX DECT Handset).

Plug the USB cable into the USB port of your phone. The other end of the USB cable can be plugged into the AC/DC adaptor or into a computer USB port.

You can also charge your phone from any USB plug, such as a computer USB plug. However, the charging time is longer than charging with the AC/DC adapter.

LED

- In order to have a fully operational 8262 DECT Handset, make sure that you have the following items: the battery, the AC/DC adapter, the power supply and the USB cable.
- Red steady: the phone is on the charger and the battery is charging

Charge the battery for about 3 hours before initial use.

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 3 hours. The charging time is longer if charging through the USB plug from a device other than the AC/DC adapter.

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 event(s) - callback request, voice mail, text mail, missed call.
	Indicates a pending calendar notification.
	Appointment programmed.
	Call diversion activated.
	Vibrate mode active.
	Ringer active.
	Ringer disabled.
	Radio reception quality - Normal Mode.
	Radio reception quality - 50 mW power.
	Loudspeaker on (in conversation).
	Mute on (in conversation).
	Economy mode activated and used (green).
	Economy mode activated (gray).
	Alarm active icon.
	Bluetooth enabled.
	Bluetooth connected to a device.
	Bluetooth audio active with a connected device.

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.

	Directories: Manage your personal directory and access the company directory.
	Redial. Call back the last number dialed.
	Divert your calls to another number.
	Messages: access the messaging portal. - Consult and send voice and text messages. - Access the call log.
	Answer a call intended for another telephone.
	Program a call-back time.
	Lock/unlock the set.
	Access the services configuration of the handset (associate, overflow, password, name, number, etc.).
	Access the general settings of the phone (key sound, economy mode, charger warning, programming of F1 and F2 keys, etc.).
	Access the calendar.
	Alarm settings menu.
	Access the alarm acknowledgment services.

Call icons

	Making a call.
	Receiving a call.
	Call on hold.
	Accessing the directories.
	Transferring a call.
	Switching to DTMF signals.
	Setting up a conference.
	Forwarding your calls to your voice message service.
	Parking an external communication.
	Additional options (Features depending on the system).

Features

Access the messaging portal	
Answered incoming calls. Redialing (long press). Send the call. Switching between two outgoing calls.	
Ignore call. End the call.	
Calling from your personal directory (PersSpDial). Calling your caller by name (company directory). Programming your personal directory (PersSpDial).	
Call from call log (All incoming, outgoing, missed or unanswered calls are displayed in the call log).	
Consulting missed calls.	
Consulting text messages. Sending text messages.	
Consulting your voice mailbox. Sending a recorded message to a number or a distribution list.	
Divert your calls to another number.	
Diverting calls to your voice mailbox.	
Different types of diversions.	
Do not disturb.	
Cancelling all forwards.	
Modifying your personal code.	
Choice of language.	
Choose the tune.	
Adjusting the ringer volume.	
Access the ringer and vibrate adjustment feature.	
Programming an appointment reminder.	
Locking features on your terminal.	
Access the handset settings menu (Device info, Coverage warning, Security, ...).	